City of Rancho Cordova

MEETING OF THE CITY COUNCIL-ELECT

Cordova Recreation Park District Board Room
2197 Chase Boulevard
Rancho Cordova, CA 95670

Monday, December 9, 2002 6:30 p.m.

Page **AGENDA**

I. Call Meeting to Order
II. Pledge of Allegiance
III. Invocation

IV. Approval of Agenda

V. Public Opportunity to Address the Council on any issue not on the agenda, within the City's subject-matter jurisdiction

VI. Consent Matters
   1. Approval of minutes of meeting of Thursday, Nov. 9, 2002

VII. Action Items
   1. Recognize Eagle Scout Derek Wichmann
   2. Consider appointment of City Manager
   3. Consider appointment of City Attorney

VIII. Information Items
   1. Reports
      a. Council Members
      b. Staff
      c. Guest

IX. Old Business

X. New Business

XI. Adjourn to Meeting of Monday, Jan.6, 2003

Assistance for the Disabled: If you are disabled in any way and need accommodation in order to participate in the meeting, please call Ann Siprelle collect, at (916) 325-4000. **(Note: this is a new Brown Act requirement as of Jan. 1, 2003. Should the contact person be Curt Haven or Anthony Pescetti, rather than our office?)**

CITY COUNCIL ELECT MEMBERS

Dave Roberts
POB 2091
Rancho Cordova, CA 95741
916-362-9094
email: electdaver@hotmail.com

Linda Budge
3451 Corvina Drive
Rancho Cordova, CA 95670
916-853-7431
email: lnbg@attbi.com

Robert McGarvey
2008 Maryvale Way
Rancho Cordova, CA 95670
916-638-7678
email: rjmcgar@rocketmail.com

Ken Cooley
11119 Concord River Court
Rancho Cordova, CA 95670
Email: kscooley@pacbell.com

David Sander
2561 East Tiffany
Sacramento, CA 95827
Email: dmsander@sanderassociates.com

Certification of Posting

I certify that on ________________, 2002, I posted a copy of the foregoing Agenda at the meeting place of the Rancho Cordova City Council-Elect and at the following: locations:

1. Rancho Cordova Chamber of Commerce
   3328 Mather Field Rd.
   Rancho Cordova, CA 95670

2. Sacramento County Sheriff's Department
   Rockingham Station, East Division
   1031 Rockingham Drive
   Rancho Cordova, CA 95670

Said posting occurred at least 72 hours in advance of the meeting of the Council-Elect. (Government Code Section 54954.2.)

Executed at Rancho Cordova, California, on ______________, 2002.

CURT HAVEN

CITY OF RANCHO CORDOVA

Minutes of Meeting of The City Council-Elect
January 6, 2003

The Regular Meeting of the City Council-Elect of the City of Rancho Cordova was held on Monday, January 6, 2003 at Mills Middle School. Chairperson-elect Dave Roberts called the meeting to order at 6:35 p.m.

I. **Roll Call**

Council-elect members (CEM) present were Dave Roberts, Linda Budge, Bob McGarvey, Ken Cooley and David Sander. Staff present were Curt Haven, Transition Coordinator, and Phil Carter.

II. **Pledge of Allegiance**

The Pledge of Allegiance was conducted.

III. **Invocation**

The Invocation was led by Deacon Little of St. John Vianney.

IV. **Approval of Agenda**

CEM Roberts asked the approval of the minutes be tabled. Upon a motion by CEM Budge, seconded by CEM Cooley, it was approved 5-0 to adopt the agenda with the change.

V. **Address by Assemblyman Alan Nakanishi**

Assemblyman Alan Nakanishi addressed the Council. He introduced his staff and noted they "are here to serve you." He discussed challenges with the state budget and offered to come back in six months to give the Council an update. The Council was appreciative of his insights.

VI. **Public Opportunity to Address the Council on any issue not on the agenda, within the City's subject-matter jurisdiction:**

- Chuck Meyer of Rancho Cordova advised the Council that Herb Hirschfeld, founding father of Rancho Cordova and the United Methodist Church, passed away over the weekend. He leaves wife Ivy. Services will be in Lodi. He also noted there is a large job ahead and suggested a volunteer corp be developed to go to meetings to present a Rancho Cordova presence and report back to the Council. Mr. Haven reported they have received a large number of communications from people wanting to volunteer.

Upon a motion by CEM Cooley, seconded by CEM Budge, it was voted 5-0 to adjourn tonight's meeting in honor of Pastor Hirschfeld and draft a letter of condolence to the Hirschfeld family on behalf of the Council.

- Debbie Hamilton of Sacramento (now within the new city limits) addressed the Council stating a lot of people in her area have questions and worries about incorporation. CEM McGarvey directed them to the website and advised her and her neighbors to e-mail the Council members if they had any questions. CEM Cooley noted the government will now be closer and visible. CEM Roberts offered to talk with Ms. Hamilton after the meeting, and noted a future meeting may be held at the County Office of Education, in her area, and invited her neighbors to attend.

- Walt Myers of Rancho Cordova asked when the Council would be evaluating county services. CEM Budge noted it would be the city manager's job.

VII. Consent Matters

1. Minutes of Meeting of December 9, 2002: This item was tabled until the next meeting.

VIII. Action Items

1. Letter of Intent to Support the Rancho Cordova Neighborhood Center: CEM McGarvey read the mission statement of the Rancho Cordova Neighborhood Center (RCNC) and asked for the Council to support this County operation. He read a draft of a letter he hoped could be sent show the Council's appreciation. The Council felt the letter was vague about what kind of support and agreed it should be more of an "attaboy" letter. Mr. Haven stated the RCNC wants to be able to go back to the decision makers during budget work to show they have the support from the whole community. CEM Cooley advised the support should be in the form of a resolution recognizing the value of the RCNC. Upon a motion by CEM Budge, seconded by CEM Sander, it was voted 5-0 for Mr. Haven and CEM McGarvey to revamp the letter into resolution form.

IX. Reports

1. Council Member Comments/Reports

   - CEM Sander reported the CORPAC meeting is scheduled for 1/9/03. He reported the California American Water company is having a public meeting in February re: a proposed rate increase. He commended the Rotary headed by Dan Skoglund for their Christmas basket project, serving 450 baskets to Rancho Cordova residents. He also noted the great Christmas tree lighting event.

- CEM McGarvey congratulated the Rancho Cordova Food Locker on their tremendous growth in serving the community.

- CEM Roberts noted the Board of Supervisors is meeting on January 15th at 6:00 to discuss the noise problems at Mather Airport. The Folsom-Cordova School District and Folsom City council are meeting on January 7th to be briefed on issues. The Council was invited, and CEM Roberts will attend. He talked with Brian Cooley who offered use of County Office of Education building in February. This will be agendized for a future meeting. He also noted the importance of a voter registration drive that could bring in a lot of revenue to the new city.

- CEM Budge noted volunteer Dennis Dunn will attend the Transportation and Air Quality Forum and report back to the Council.

- CEM Cooley also noted the future Board of Supervisors meeting on January 15th, to discuss noise impacts. They will present recommendations, take public testimony and discuss the issues. He reported on the meeting with the JPA that he and Pat Wilcox attended. The County is investigating if animal control can be more productive through a JPA and are gathering information at this point. Ms. Wilcox pointed out her and CEM Cooley are looking at what is being offered and what Rancho Cordova can do in the future.

- CEM Roberts would like to appoint a lead to attend the Mather noise meeting. It will be on the next agenda. He also thanked Charlie Parks for his electrical expertise and hard work with the Rancho Cordova Christmas tree.

2. Staff Report:

Mr. Curt Haven, Transition Coordinator, presented the following report:

- Happy New Year.
- All Council-Elect members have been registered for The Mayors and Council Members Institute to be held on January 8, 9 and 10.
- Meetings have been held to get the Metro Fire Council Chambers ready for meetings sometime in February. Captain Taylor would like to hold a press conference on January 13 at 10:00 a.m. The Council-Elect Members agreed 11:00 would be better. Mr. Haven will pass it along.
- Letters were sent to local banks inquiring about a bridge loan between now and July to fund costs incurred. Proposal deadline is January 20.
- A lot of resumes and proposals have been sent to Mr. Haven's office. He will audit the materials and make a list of what has been received.
- In John O'Farrell's absence on vacation, the Council-elect will be working with Carol Marsh from the County.

- Mr. Haven invited everyone to the Chamber of Commerce Installation Dinner on Friday, January 10th at 6:30 at the Marriott Hotel.

X. Workshop on City Manager Selection

Mr. Mike Oliver, City Manager of Oakley, gave a presentation to the Council. He provided his extensive background including helping Citrus Heights in their city beginnings. He has reviewed the Rancho Cordova fiscal documents and believes there is a bright future ahead. There is a birth pain and separation process from the County that new cities go through as they move into a policy making body. He believes what makes a great community is a great park/gathering place. The Council's goal should be to enunciate policy with one voice so the community understands. He suggested developing 6-month checklists with staff to keep things moving. He noted new cities are not a perfect science or a quick process.

To establish a functioning council he suggested developing an interim staff plan to get service transition in place. Discuss the services transition with the County to ensure a smooth transition. He also suggested developing short and long range plans for the city hall; and having a reasonable number of objectives.

Other suggestions included: 1) ensure financial responsibility and accountability; 2) establish staffing plan and human resources infrastructure; and, 3) establish communication with the community.

In his materials to the Council he provided a city services list; a sample update memo to the Council; 6 month objectives for Citrus Heights, subject to monthly reviews; memos re: budget; basic elements a new city needs to provide; and ways to control city attorney costs.

For the City Manager, he suggested finding one who enjoys challenges, is flexible and enjoys ambiguity. A professional.

CEM Cooley asked what is the best way to find a city manager. Mr. Oliver suggested using a search firm to find the highest quality professional. A good recruiter will sell/represent the Council, find candidates, do interviews, do background checks, come up with 20-25 candidates. The Council can then narrow down the field, and do its own interviews and checks. The process takes a minimum of 4 months to complete.

CEM Roberts asked if an interim city manager is a good idea. Mr. Oliver stated it is good to have an interim city manager as soon as possible to provide direction towards goals and objectives. He noted the League of California Cities may have interims available, and the interim should have experience managing a new city. He stated start-up experts may not be as available as they were in the past.

CEM Budge noted strategic planning needs to be done. Mr. Oliver suggested the interim manager get started as soon as possible to be part of the strategic planning.

CEM McGarvey asked about timeframe for the interim. Mr Oliver said the interim should be in place within a couple of weeks. They may not need to relocate, but needs to be committed, dedicated and flexible.

Mr. Carter noted the subcommittee is working on getting an interim, and showed the Council a binder they should review with resumes.

CEM Budge noted the subcommittee needs to revisit the idea of an interim vs. permanent city manager.

CEM Cooley asked if the Council should do the strategic vision planning before utilizing the pro search firm. Mr. Oliver stated they can do concurrently, and develop a timeline. They are building a team. It is crucial to have the interim involved in the strategic planning to develop the relationship and keep the interim involved from day one.

CEM Sander asked about the timeline. Mr. Oliver noted the interim should be on board in 2 to 3 weeks. The interim will then find the pro search firms, create the perfect candidate the Council wants, and get the ball rolling.

CEM Budge noted a game plan needs to be in place by the end of January.

CEM Sander asked if they need someone with knowledge. Mr. Oliver stated it can be a benefit to work with County staff but should not be the sole criteria. He noted the recruiter has the best resource to check references, etc. The candidate will also do due diligence to make sure there is a good fit. It may not be an existing manager, but someone to build and grow with the new city.

CEM Cooley asked Mr., Oliver if he had any fiscal advice. He suggested they be incremental and have a balanced budget with ten year revenue projections. Establish legitimate fees as soon as possible, i.e., developer fees and permits.

In closing, Mr. Oliver offered his services if the Council has any future questions. The Council expressed their appreciation to the valuable insight Mr. Oliver passed along.

XI. Old Business

- CEM Budge expressed her concern that no information has been received from John O'Farrell regarding the status of projects in development. Ms. Carol Marsh noted she has asked her staff for the information and she should have it by the end of the week.

XII. New Business

- CEM McGarvey noted he received a letter from LAFCO wanting to add two parcels to the city limits. It makes the city boundaries less jagged. All agreed the letter was not clear at all. Mr. Haven and CEM McGarvey will meet with Mr. Brundage to get clarification.

- CEM McGarvey asked the public to start thinking about the July 1st celebration. There is a lot to celebrate with incorporation and the 4th of July independence. It will be agendized in the future to develop an inauguration committee.

XI. Adjournment

There being no further business, upon a motion by CEM Cooley, seconded by CEM Budge, the meeting was adjourned at 9:00 until January 13, 2003, in honor of Herbert Hirschfeld.

____

David Roberts, Chairperson

ATTEST:

____

Secretary

CITY OF RANCHO CORDOVA
MEETING OF THE CITY COUNCIL ELECT
1/06/2003
STAFF REPORT

1. Happy New Year!!! I am looking forward to an exciting and prosperous year for Rancho Cordova.

2. You all have been registered for the Mayors and Council Members Institute held in Sacramento January 8, 9, 10 by the League of California Cities. I know that it will be an invaluable learning experience for you all.

3. Two meetings have been held with Metro Fire regarding 3121 Gold Canal Drive. It was decided that we should focus on the "Council Chambers" to be able to hold City Council meetings sometime in February. A short "punch list" was prepared with the help of Ed Short, Sacramento County Building Inspections. Most items on the list refer to ADA compliance and are minor changes. Assistant Chief Dennis Plessas will cost out the jobs and report to me on January 10. Captain Darren Taylor would also like to hold a press conference possible on January 13 at 10:00am and would like to know if that works with Council Member's schedules.

4. Attached is a summary of a meeting regarding a possible JPA for Animal Care and Regulation. The meeting was attended by Councilmember Cooley and Pat Wilcox, Rancho Cordova Citizen.

5. Letters were sent out to eight local banks inquiring about a bridge loan between now and July to fund costs that this committee will occur. I have asked for proposals before January 20, 2003 to be reviewed by the City Council Elect possible on the January 27th meeting. Some have already called and inquired more information. I t seems very possible to me that an agreement will be made on schedule.

6. Collaboration of materials and proposals. A mountain of proposals, resumes and information has been collected at my office. I will audit the material and make of list of what has been received. Most are from engineers, consultants, web designers or future employees who want to bid or participate in city activities. Proposals or resumes regarding City Manager or City Attorney have been given to the appropriate Committee.

Curt Haven / Phil Carter
Transition Coordinator

City of RANCHO CORDOVA

Council Elect

David Roberts
Chair

Linda Budge
Vice Chair

Robert McGarvey
Clerk

Kenneth Cooley

David Sander

Curt Haven
Transition
Coordinator

January 8, 2003

Mrs. Iva Mae Hirschfeld
535 Brandywine Drive.
Lodi, CA 95240

Dear Mrs. Hirschfeld,

The loss of your husband, who served Rancho Cordova as a community leader during a key period in its history, recently came to our attention. Please accept the deepest condolences of my colleagues and I on the Rancho Cordova City Council.

In 1963, when Herbert came to Rancho Cordova as Pastor, to found our Community's United Methodist Church, he was committed to helping something new emerge in our community. That makes the news of his passing, at this moment in our community's history, especially poignant. Herbert's former place of ministry is now embarked on a new beginning - that of becoming California's newest city. Through this process, we have all come to recognize what a rich heritage our community enjoys from the legacy of men and women who, like you husband Herbert, selflessly labored to make Rancho Cordova the caring compassionate community it is today.

Words are inadequate to properly express the sadness with which the news of Herbert's passing was received as our brand new Rancho Cordova City Council-Elect met on Monday, January 6th. Nevertheless, we wish to inform you that news of his place in our community, and the misfortune of his death, was shared with all who were in attendance that evening.

As the newly elected members of the Rancho Cordova City Council, we wish to affirm that your husband's work made a lasting mark on our community. In recognition thereof, our January 6, 2003 City Council meeting was adjourned in honor of Herbert Hirschfeld, founding Pastor of the United Methodist Church of Rancho Cordova. We offer our deepest sympathy for your loss, and can only express our thankfulness that in Herbert's many years of ministry, he chose to devote a good portion o his work to building our community.

It is a work that we are very honored to be striving to continue.

Sincerely,

David Roberts
Chair, City Council-Elect

3328 Mather Field Road
Rancho Cordova,
CA 95670

Phone 916.361.8700
Fax 916.361.3049

www.cityofranchocordova.org

City of Rancho Cordova
MEETING OF THE CITY COUNCIL-ELECT

Mills Middle School
10439 Coloma Road
Rancho Cordova, Ca 95670
6:30pm
January 13, 2003

AGENDA

I. Call Meeting to Order

II. Pledge of Allegiance

III. Invocation by Member of Rancho Cordova Ministerial Association

IV. Approval of Agenda

V. Public Opportunity to Address the Council on any issue not on the agenda, within the City's subject-matter jurisdiction

VI. Workshop on City Attorney Selection
1. Presentation by Harriet Steiner – Mc Donough Holland & Allen
   Mr. Steve Rudolph—City of Folsom
2. Roundtable Discussion by Council

VII. Consent Matters
1. Approval of minutes of meeting of December 9, 2002 & January 6, 2003

VIII. Action Items
1. Meeting Locations for February

IX. Reports
1. City Council –Elect
2. Staff

X.

XI. Old Business

XII. New Business

XIII. Adjourn to Meeting of Monday, Jan. 13 2003 Mills Middle School

Assistance for the Disabled: If you are disabled in any way and need accommodation in order to participate in the meeting, please call Curt Haven, collect at (916) 361-8700.

CITY OF RANCHO CORDOVA
MEETING OF THE CITY COUNCIL ELECT
1/13/03
STAFF REPORT

1. **Temporary City Council Chambers**- 3121 Gold Canal Drive---I am working with Metro Fire to be able to hold City Council meetings in February. The "punch list" is costing somewhere around $10,000 to get us in. Work is starting this week. Assistant Chief Dennis Plessas has asked me to work with Battalion Chief Greg Mugartegui (moo-gar- tegee) for the continuance of the project.

2. **Finances**--Three banks have responded to the letter sent out asking for a "bridge loan". From the preliminary questions asked it seems possible that we can have the funding in place by February. I have asked for the proposals to come back before January 20, 2003 for you to review on January 27, 2003

3. **Letterhead**—Samples of letterhead was e-mailed to you with the majority vote leaning to letterhead one. If it is ok with the Council –Elect I will have a local RC printer print color versions of the letterhead and then hand them out at the next meeting.

4. **Facts on the City of Rancho Cordova**—I have also included a copy of the Regional Report dated December 2002 from SACOG that highlighted Rancho Cordova. Interesting facts on Employment status and Household Income in 1999 is included.

Curt Haven
Transition Coordinator

January 24, 2003

Re: Request for Proposal Voter Registration Campaign

The City of Rancho Cordova City Council Elect has decided to hold interviews Monday January 27 to review your RFP for a Voter Registration Campaign. The interviews will be held at the Rancho Cordova Chamber of Commerce 3328 Mather Field Road between 10:00am and 12:00pm. Your time is indicated below.

Any questions please call me at 769-3027.

Curt Haven
Transition Coordinator

David and Dave:

The results are: 10:am—Capitol Campaigns
10:20 –Mc Nally Temple
10:40 –Tab Communications
11:00 Ron Rogers

City of Rancho Cordova
MEETING OF THE CITY COUNCIL-ELECT

Mills Middle School
10439 Coloma Road
Rancho Cordova, Ca 95670
January 27 2003

Special Closed Session Agenda
Mills Middle School Library
5:00pm

I. Roll Call
II. Public Comment
III. Closed Session City Council –Elect
 a. Public Employee Appointment Pursuant to Government Code section 54957 Title: Interim City Manager

Rancho Cordova City Council –Elect
Regular/Open Meeting Agenda
Mills Middle School Cafetorium
January 27 2003
6:30 pm

I. Call Meeting to Order

II. Pledge of Allegiance

III. Invocation by Member of Rancho Cordova Ministerial Association

IV. Approval of Agenda

V. Public Opportunity to Address the Council on any issue not on the Agenda but, within the City's subject-matter jurisdiction

VI. Consent Matters
 1. Approval of minutes of meeting of December 9, 2002, January 6, 2003 & January 13, 2003
VII. Action Items
 1. Legal Services/ City Attorney Interviews
  a. Conduct Interviews
  b. Possible Selection City Attorney

 2. Recommendation by Voter Registration Campaign Sub-Committee
  a. Report
  b. Possible Selection of Firm

 3. Consideration of Contract with Mike Oliver & Associates
  a. Approval Contract of Services

VIII. Reports
1. City Council –Elect
2. Staff

IX. Old Business

X. New Business

XI. Adjourn

Assistance for the Disabled: If you are disabled in any way and need accommodation in order to participate in the meeting, please call Curt Haven, collect at (916) 361-8700.

Certification of Posting

I certify that on January 24, 2003, I posted a copy of the foregoing Agenda at the meeting place of the Rancho Cordova City Council-Elect and at the following locations:

1. Rancho Cordova Chamber of Commerce
   3328 Mather Field Rd.
   Rancho Cordova, CA 95670

2. Sacramento County Sheriff's Department
   Rockingham Station, East Division
   1031 Rockingham Drive
   Rancho Cordova, CA 95670

Said posting occurred at least 72 hours in advance of the meeting of the Council-Elect. (Government Code Section 54954.2.)

Executed at Rancho Cordova, California, on January 24, 2003

CURT HAVEN
Transition Coordinator

FAX

To: Linda Budge

Voice Phone Number:

From: Michael Oliver

Company: Michael Oliver and Associates

Fax Number: 925-362-4387

Voice Number: 510-915-4376

Curt

MESSAGE

Linda,

Here's the packet for the 27th Council meeting for your review: included is a draft resolution, agreement and exhibit a--describing the services.

I've had it reviewed by a local city attorney--for completeness.

Hopefully, this meets your needs.

I'll e-mail a copy to Ken also, and give you a call tomorrow.

I'm off to D.C. for the U.S. Conference of Mayors Wednesday through Sunday--but available on the cell and by e-mail.

Thanks!

Mike

Date: 1/20/03 **Pages:** 1 of 1

CITY OF RANCHO CORDOVA

RESOLUTION NO. __-03

A RESOLUTION OF THE CITY OF RANCHO CORDOVA APPROVING AGREEMENT WITH MICHAEL OLIVER FOR CONSULTING SERVICES

WHEREAS, the City Council-Elect desires to enter into an Agreement for Consulting Services to assist in establishing the City of Rancho Cordova;

WHEREAS, the City Council-Elect has reviewed the terms and provisions of the "Agreement with Michael Oliver and Associates for Consulting Services," a copy of which is attached hereto as Exhibit A;

NOW, THEREFORE, THE City Council-Elect of the City of Rancho Cordova resolves that the City Council of the City of Rancho Cordova approves the "Agreement with Michael Oliver and Associates for Consulting Services."

BE IT FURTHER RESOLVED that the City Council-Elect hereby approves said agreement and authorizes and directs the designated Councilmember-Elect to sign it.

ADOPTED, THIS __ day of February, 2003 by the following vote:

AYES:

NOES:

ABSTENTIONS:

Agreement for Professional Consulting Services
Michael Oliver and Associates

This Agreement is made and entered into as of the ___day of __________, 2003, by and between the City of Rancho Cordova acting by and through its City Council-Elect ("City"), and Michael Oliver ("Consultant").

Recitals

1. The voters approved the incorporation of the City of Rancho Cordova in November 2002, to be effective July 1, 2003. The voters also elected the first City Council of the new City of Rancho Cordova in November 2002. The newly-elected Councilmembers-elect consist of Dave Roberts, Linda Budge, Ken Cooley, Robert McGarvey and David Sander. The Councilmembers-elect have agreed that Dave Roberts shall act as the Mayor-elect until the City becomes effective on July 1, 2003. This agreement is entered in by the City through its Councilmembers-elect in their capacities as such and not in their capacities as individuals.

2. City desires to retain Michael Oliver to perform specific consulting services.

3. The Consultant is specially trained, experienced and competent to perform the special services which will be required by this Agreement.

4. The Consultant possesses the skill, experience, ability, background, certification and knowledge to provide the services described in this Agreement on the terms and conditions described herein.

Agreement

1. Scope of Services. Consultant shall do all work, attend all meetings, and carry out all activities necessary to perform the services described in Exhibit A to this Agreement which Exhibit is incorporated into this Agreement by reference ("Services"). Consultant shall provide said services at the time, place and in the manner specified in Exhibit A, subject to direction of the City through its City Council-Elect that is may provide from time to time. Exhibit A includes services to be performed through and including July 30, 2003.

2. Term. Except as provided in paragraph 10(a), the services of the Consultant shall commence on January 27th, 2003 and shall terminate on July 30, 2003 unless either extended by mutual written agreement of the City and the Consultant, or terminated by either the City or Consultant pursuant to Paragraph 5 of this Agreement.

3. Payment for Services. City shall pay Consultant on an hourly basis at the rate of $165.00 per hour. Said hours will be compensated based on performance of the duties outlined in Exhibit A. Such compensation shall not include travel to the workplace, telephone calls and miscellaneous activities. Consultant will be reimbursed for actual costs associated with approved activities including printing, publishing and miscellaneous costs associated with production of the work product.

4. Method of Payment. Consultant shall submit monthly billings to City describing the work performed during the preceding month. Consultant's invoices shall include a brief description of the services performed, the date the services were performed, the amount of time spent in .25 hour increments, and any work products produced. City shall pay Consultant for invoiced services no later than July 30, 2003.

5. Termination. This Agreement may be terminated by the City immediately for cause or by either party without cause upon fifteen days' written notice of termination.

6. Ownership of Documents. All plans, studies, documents and other writings prepared by and for the Consultant, including working notes and internal documents, shall become the property of the City upon payment to Consultant for such work, and the City shall have the sole right to use such materials in its discretion without further compensation to Consultant.

7. Consultant's Books and Records. Consultant shall maintain as City property, any and all ledgers, books of account, invoices, vouchers, cancelled checks, and other records or documents evidencing or relating to charges for services, or expenditures and disbursements charged to City for a minimum period of three (3) years, or for any longer period required by law, from the date of final payment to Consultant pursuant to this Agreement. Any records or documents required to be maintained pursuant to this Agreement shall be made available for inspection or audit, at any time during regular business hours.

8. Independent Contractor. It is understood that the Consultant, in the performance of the work and services agreed to be performed, shall act as and be and independent contractor and shall not act as an agent or employee of the City. As an independent contractor the status of the Contractor is at-will.

9. Compliance with Political Reform Act. Consultant will be subject to the City's Conflict of Interest Code adopted pursuant to Government Code Section 8100 et seq. Consultant shall comply with all rules, regulations, and statutory disclosures required by the Conflict of Interest Code of the City of Rancho Cordova as adopted.

10. Interest of Consultant.

    a. Consultant covenants and represents that it does not now have any investment or interest in real property and shall not acquire any interest, direct or indirect, in the area covered by this Agreement or any other source of income, interest in real property or investment which would be affected in any manner or degree by the performance of consultants services hereunder.
    b. Consultant covenants that he has no interest, nor shall he acquire any interest, direct or indirect, in the subject of the Agreement, nor any other interest which would conflict in any manner or degree with the performance of his services hereunder.

11. Professional Ability of Consultant. City has relied upon the professional training and ability of Consultant to perform the services described in this Agreement as a material inducement to enter into this Agreement. All work performed by the Consultant under this Agreement shall be in accordance with the applicable legal requirements and shall meet the standard of quality ordinarily to be expected of competent professionals in the Consultant's field of expertise.

12. Compliance with Laws. Consultant shall use the standard of care in its profession to comply with all applicable federal, state and local laws, codes, ordinances and regulations.

13. Indemnification. Consultant agrees to defend, indemnify and hold harmless the City, its officers, officials, agents, employees and volunteers from and against any and all claims, demands, actions, losses, damages, injuries, and liability, direct or indirect, arising out of the performance of this Agreement or his failure to comply with any of his obligations contained in this Agreement, except for any such claim arising out of the sole negligence or willful misconduct of the City , its officers, agents, employees or volunteers.

14. Insurance.

    a. Automobile Liability Coverage. Consultant shall maintain automobile liability insurance covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with the work to be performed under this Agreement, including coverage for owned, hired and not-hired vehicles, in an amount of no less than five hundred thousand

($500,000) combined single limit for each occurrence. The cost of automobile liability coverage shall be paid by Consultant.

b. Workers Compensation Coverage. Consultant understands and agrees that City is not providing workers' compensation insurance (or any other type or kind of insurance) for or on behalf of Consultant.

15. Notices. Any notice required to be given under this Agreement shall be in writing and either served personally or sent prepaid, first class mail. Any such notice shall be addressed to the other party at the address set forth below. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section:

To City:

City of Rancho Cordova
3328 Mather Field Road
Rancho Cordova, CA 95670

To Consultant:

Michael Oliver
C/O Michael Oliver & Associates
760 Tunbridge Road
Danville, CA 94526

16. Entire Agreement. This Agreement constitutes the complete and exclusive statement of Agreement between the City and Consultant. All prior written and oral communications, including correspondence, drafts, memoranda, and representations, are superseded in total by this Agreement.

17. Amendments. This Agreement may be modified or amended only by a written document executed by both Consultant and City.

18. Subcontracting. None of the services covered by this Agreement shall be subcontracted without the prior written consent of the City which will not be unreasonably withheld.

19. Assignability. Consultant shall not assign or transfer any interest in this Agreement whether by assignment or novation, without the prior written consent of the City which will not be unreasonably withheld. Provided, however, that claims for money due or to become due Consultant from City under this Agreement may be assigned to a financial institution, or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer whether voluntary or involuntary shall be furnished promptly to the City.

20. Litigation Expenses and Attorneys' Fees. If either party to this Agreement commences any legal action against the other party arising out of this Agreement, the prevailing party shall be entitled to recover its reasonable litigation expenses, including court costs, expert witness fees, discovery expenses, and attorneys' fees.

22. Equal Opportunity Employment. Consultant shall not engage in unlawful employment discrimination. Such unlawful employment discrimination includes, but is not limited to, employment discrimination based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, citizenship or sexual orientation.

23. Recitals. The Recitals are incorporated herein and are made a part of this agreement.

24. Binding Effect of Agreement. This agreement shall not be a liability of the Councilmembers-elect in their individual capacities but shall be binding on the City of Rancho Cordova effective July 1, 2003, upon ratification of the City Council on or after July 1, 2003.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the date first written above:

CITY OF RANCHO CORDOVA	CONSULTANT
Dave Roberts ACTING AS ITS MAYOR-ELECT	MICHAEL A. OLIVER

ATTEST:

Exhibit A
Scope of Services

The Services Consultant shall provide services to the City of Rancho Cordova include, but are expressly not limited to the following areas:

Selection of the City's interim City Manager—Estimated Hours--15

- Screening of applicants
- Reference checks
- Arranging the Council interviews with qualified candidates
- Negotiations of the services agreement with the successful candidate

Estimated timeframe—January 27 through February 15th

Establishment of the City Council's first Strategic Planning Session-Estimated Hours--20

- Develop list of potential facilitators
- Confirm dates for the first session
- Coordinate session location/logistics
- Participate in first strategic planning session with Council and Interim City Manager

Estimated timeframe—January 27 through March 1

Initiate Discussions with County on Transition of services/services contracts—Estimated Hours--75

- Working with Interim City Manager--meet with County staff to review transition plans/existing service levels:
    - Review proposed service levels/funding sources/proposed charges
    - Determine level of service/benefit to community
    - Negotiate pricing/service configuration
    - Establish clear reporting requirements/benchmarks for service
    - Develop transition teams and set service presentations for Council/Community
    - Complete contract negotiations

Estimated timeframe—January 27 through July 1

Work directly with City Council and Interim City Manager to accomplish the following—Estimated Hours 75

- Development of a short and long-range plan for City Hall location
- Establish an interim financing plan for the City
- Establish an initial budget and staffing configuration plan
- Develop a recruitment schedule for permanent staff positions
- Assist in selection of consultants for specific tasks defined by City Council which may include: recruitment of key staff, financial

accounting system selection/implementation; development of community communications plan

Estimated timeframe January 27 through July 1

3121 Gold Canal Project

- Need to acquire punch list from the building department on the ADA issues. **Curt Haven**
- Meet with the Fire Prevention Division and have forwarded the punch list that they developed to the Facilities Division.
    1. Panic Hardware on front door.
    2. Exit sign at front door
    3. Add fire extinguishers
    4. Confirm that alarm system is monitored
    5. Replace lights in exit signs

- Need to establish a meeting date with all principles involved with the I.T. in the building. We will use Chief Dennis Plessas's e-mail as a punch list for this meeting.
- The roof repair will be going out to bid asap.
- We have completed the contract on the dumpster and now have service set up at the building.
- We would like to set up the date for the press conference at Gold Canal
- Metro Fire will take care of costing out all of the projects and will keep you informed of all costs.
- Metro Fire will take care of the projects on a cost recovery method
- Upon meeting with all principles and getting direction we will continue on a forward path on getting Rancho Cordova in to Gold Canal.
- At this time I don't see a problem with you utilizing the building as your HQ's

January 14 2003

Mr. Mark Martinez
US Bank

Dear Mark:

Thank you for your time in reviewing the financing needs of the new city of Rancho Cordova. I have enclosed a financial study prepared by Economic & Planning Systems in 2002. This report was used by LAFCO and the County of Sacramento to determine viability in planning for the city of Rancho Cordova. I have enclosed both a detailed summary of revenues and expenses.

If you have any questions or concerns regarding this information please call me.

Sincerely,

Curt Haven
Transition Coordinator

Mr. Greg Patton
American River Bank
1545 River Park Drive #107
Sacramento Ca 95815

Re: ***City of Rancho Cordova - Banking Services - Bridge Loan***

Dear Mr. Patton:

The City of Rancho Cordova is interested in receiving proposals with regards to interim bridge financing to obviate the cash flow deficit that will occur upon between now and July 1, 2003, and for a period of time thereafter until the various revenue flows to the City becomes established. The City is also looking for comprehensive banking services proposals. The City is not outlining any specificity with regards to the type of proposals that it is looking for, as it feels that you the provider of banking services can better at this time foresee the City's required term needs. The City is looking to establish a relationship or relationships that can grow and mature as the City's needs grow and mature.

The City Council Elect wishes to meet and evaluate the various proposals no later than January 10, 2003. Obviously, the Council Elect would like to have some opportunity to review the proposals prior to their meeting of January 27, 2003. We are not asking that the proposal be elaborate. Nor do we expect that the City will be making a decision at its meeting on January 27th but they may choose to do so. Nonetheless, the sooner the information can be provided to the City Council Elect the sooner the City will be in a position to move forward.

Please do not hesitate to give me a call with any questions or comments you may have at 361-8700.

Kindest regards,

Curt Haven
Transition Team Coordinator

cc: Rancho Cordova City Council

RESOLUTION 2003-01
A RESOLUTION OF THE CITY COUNCIL- ELECT
OF THE CITY OF RANCHO CORDOVA
COMMENDING THE RANCHO CORDOVA NEIGHBORHOOD CENTER
FOR ITS EXCELLENT SERVICE TO THE PEOPLE OF RANCHO CORDOVA

WHEREAS, the Rancho Cordova Neighborhood Center (RCNC) began as an idea; and

WHEREAS, a location was needed for residents of Rancho Cordova to go to find answers to questions about service providers, civic groups, and other important information; and

WHEREAS, the Rancho Cordova Neighborhood Center required a location central to Rancho Cordova; and

WHEREAS, the need was great, and in 1994 a group of citizens began working with the Sacramento Housing and Redevelopment Agency (SHRA) to find a site for the Center; and

WHEREAS, after years of meetings and discussions with residents, the SHRA, and possible providers, a decision was made to use the buildings at 10665 Coloma Road, at the corner of Coloma Road and McGregor; and

WHEREAS, the Mission Statement of the RCNC is, "*The mission of the Rancho Cordova Neighborhood Center is to provide a space where service providers, local residents, civic groups, faith-based organizations, and the business community can share, enhance, strengthen and celebrate collective knowledge and skills to improve the health, safety, employment and education opportunities for all children, families, and residents within the Rancho Cordova community;*" and

WHEREAS, it will be to the benefit of the City of Rancho Cordova and its citizens for the RCNC to continue its work to further the provision of services as stated in its Mission Statement; and

NOW, THEREFORE, BE IT RESOLVED that the City Council elect of the City of Rancho Cordova that the Rancho Cordova Neighborhood Center be commended for its excellent record of service to the people of Rancho Cordova, and that the City looks forward to a long and productive collaboration between the City, the people of Rancho Cordova, and the Rancho Cordova Neighborhood Center.

PASSED AND ADOPTED by the City Council elect of the City of Rancho Cordova this 6th day of January 2003.

DAVE ROBERTS, CHAIR of the
CITY COUNCIL -ELECT

ATTEST:

CLERK

APPROVED AS TO FORM:

TRANSITION COORDINATOR

City of Rancho Cordova
MEETING OF THE CITY COUNCIL-ELECT

Sacramento County Office of Education
9738 Lincoln Village Road
Sacramento, Ca
February 3, 2003

Special Closed Session Agenda
SCOE Board Room
5:00pm

I. Roll Call
II. Public Comment
III. Closed Session City Council –Elect
  a. Public Employee Appointment Pursuant to Government Code section 54957 Title: Interim City Manager
  b. Public Employee Appointment Pursuant to Government Code section 54957 Title: City Attorney

Rancho Cordova City Council –Elect
Regular/Open Meeting Agenda
Sacramento County Office of Education
9738 Lincoln Village Road
February 3, 2003
6:30 pm

I. Call Meeting to Order

II. Pledge of Allegiance

III. Invocation by Member of Rancho Cordova Ministerial Association

IV. Approval of Agenda

V. Public Opportunity to Address the Council on any issue not on the Agenda but, within the City's subject-matter jurisdiction

VI. Consent Matters
  1. Approval of minutes of meeting of January 27,2003

VII. Action Items
  1. Legal Services/ City Attorney
    a. Possible Selection City Attorney

  2. Voter Registration Campaign Services
    a. Possible Selection of Firm

VIII. Reports
  1. City Council –Elect
  2. Mike Oliver-Consultant

3. Staff

IX. Old Business

X. New Business

XI. Adjourn

Assistance for the Disabled: If you are disabled in any way and need accommodation in order to participate in the meeting, please call Curt Haven, collect at (916) 361-8700.

Certification of Posting

I certify that on January 2, 2003, I posted a copy of the foregoing Agenda at the meeting place of the Rancho Cordova City Council-Elect and at the following locations:

1. Rancho Cordova Chamber of Commerce
   3328 Mather Field Rd.
   Rancho Cordova, CA 95670

2. Sacramento County Sheriff's Department
   Rockingham Station, East Division
   1031 Rockingham Drive
   Rancho Cordova, CA 95670

3. Sacramento County Office of Education
   9738 Lincoln Village Drive
   Sacramento 95827

Said posting occurred at least 72 hours in advance of the meeting of the Council-Elect. (Government Code Section 54954.2.)

Executed at Rancho Cordova, California, on January 29, 2003

CURT HAVEN
Transition Coordinator

CITY OF RANCHO CORDOVA

Minutes of Meeting of The City Council-Elect
February 3, 2003

The Regular Meeting of the City Council-Elect of the City of Rancho Cordova was held on Monday, February 3, 2003 at The Sacramento County Office of Education. Chairperson (of the Committee) of the Council-Elect Dave Roberts called the meeting to order at 7:30 p.m.

CEM Roberts reported on the closed session held before the public meeting. The Council-elect interviewed the three firms for City Attorney. They also discussed the Interim City Manager with consultant Mike Oliver.

I. Roll Call

Council-elect members (CEM) present were Dave Roberts, Linda Budge, Bob McGarvey, Ken Cooley and David Sander. Staff present included Transition Coordinator Curt Haven, Volunteer Staff Phil Carter, Consultant Mike Oliver and Clerk Patty O'Connor.

CEM Roberts welcomed residents of Lincoln Village. It was noted CEM Cooley passed out flyers in the neighborhood to invite residents to the meeting. All were very grateful to CEM Cooley.

II. Pledge of Allegiance

The Pledge of Allegiance was conducted.

III. Invocation

The Invocation was led by Steve Currin of Mayhew Baptist Church.

IV. Approval of Agenda

Upon a motion by CEM Budge, seconded by CEM McGarvey was approved 5-0 to adopt the agenda as presented.

V. Public Opportunity to Address the Council on any issue not on the agenda, within the City's subject-matter jurisdiction:

- Valerie Moore of Lincoln Village noted there was a lot of disruptive partying on Viking Drive at the Liquor Loft. Captain Anderson assured her they were well aware of this issue and will be enforcing public nuisance laws.
- Ron Owens of Lincoln Village wanted to be on record to thank the Council for conducting their meeting in this area.

VI. Consent Matters

1. Minutes of Meeting of January 27, 2003: The approval of the minutes were tabled until the next meeting, February 24th.

VII. Action Items

1. Legal Services/City Attorney: At the last meeting, three firms - Kronick, Moskovitz, Tiedemann & Girard; Meyers, Nave, Riback, Silver & Wilson; and Best, Best & Krieger – presented their proposals to the Council and public to be the City Attorney. The Council tonight held private interviews with the three firms to assist in their decision. The Council agreed all firms were outstanding and it was a difficult decision. Upon a motion by CEM Sander, seconded by CEM Budge, it was approved by a 5-0 roll call vote to enter into negotiations with the firm of Meyers, Nave to serve as city attorney. Steven Meyer of the firm thanked the Council for their confidence and stated he looked forward to working with the new city. Ruthann Ziegler of Kronick, et al, thanked the Council for the chance to interview and wished them the best in the future. Dennis Cota of Best, et al, also thanked the Council for the opportunity to interview; and respected their decision; They look forward to great things.

2. Voter Registration Campaign Services: After conducting an RFP and intervierw process for Voter Registration Campaign Consultant Services, the subcommittee of CEM Roberts and Sander recommended TAB Communications ($13 per card) and secondarily, Russo, et al ($10 per card). CEM Cooley noted it is important to get a campaign going that generates a buzz in the community. CEM Budge asked about translators and suggested putting it in the contract to contact non-English speaking communities. Use the resources, i.e., apartment managers, community leaders. CEM Budge noted it is important to use a firm willing to work with volunteers, specifically the League of Women Voters. CEM McGarvey suggested using school district sources, and the RCNC. CEM Sander stated that the criteria for choosing a firm included knowledge of the Rancho Cordova area, working with local volunteers, experience with previous voter registration drives, references from other campaigns, and costs of proposed campaigns. CEM Cooley stated he would be in favor of someone who did not work on the council campaigns (Russo), although most believed this would not pose a problem. Upon a motion by CEM Roberts, seconded by CEM Budge, it was approved by a 5-0 roll call vote to enter into negotiations with TAB Communications, Inc. to conduct the voter registration campaign.

   PUBLIC COMMENT:

   - Valerie Moore of Lincoln Village suggesting making the public aware of alternate parties.

- Brian LeBlanc of Capital Campaigns thanked the Council for the chance to submit their proposal.

VIII. Reports

1. Council Member Comments/Reports

   - CEM Budge noted there are upcoming meetings with the County re: ongoing projects.
   - CEM Roberts reported on the Homeland Security Workshop he and CEM Sander recently attended. Among the issues discussed were secure water facilities sites, partnering contacts, and the anti-terrorism task force.
   - CEM Cooley reported on his recent stint as judge at the Mills Karaoke event.
   - CEM Cooley noted voter registration is very important, volunteers aer very important to lend a hand = great benefit to the community, investment in the future. He encouraged volunteers to work with the project.
   - CEM McGarvey thanked the Lincoln Village residents for their attendance. He reminded everyone that July 1st and July 4th will be important dates in Rancho Cordova's history and suggested people start thinking about ways the City can celebrate.

2. Mike Oliver – Consultant

   Mike Oliver, Consultant, presented an outline of the suggested next steps in preparing for the new City. They include: complete recruitment of Interim City Manager, complete recruitment of Interim/Permanent City Attorney (done); hold a full day facilitated teambuilding session to establish goals/policies for the first six months of activity; initiate discussions with county on transition of services/contracts (to get basic picture from county; will talk to Karol); establish staffing plan (for interim and permanent); and establish fiscal responsibilities.

3. Staff Report:

   Mr. Curt Haven, Transition Coordinator, presented the following report:

   - Welcome to Mike Oliver and Phil Carter.
   - Gold Canal office should be ready for the March 3rd meeting. Everyone is working hard on the "Ed Short List". Sisler & Sisler are working for no charge to get the building ready. CEM Budge noted she is talking with Regional Transit about bus access to the meeting.
   - There will be a closed meeting on February 17th at the Rockingham Station, 5:00 p.m.
   - He presented an action plan matrix and asked for feedback from Council.

- CEM Budge asked about Metro Cable to televise the meetings to the public who cannot attend. Mr. Haven noted it is on the "Ed Short List."

IX. **Old Business**

1. There was no old business to discuss

X. **New Business**

1. CEM Roberts thanked the firefighters who helped get the lights down from the Rancho Cordova tree. He suggested they be recognized by the Council. Also the janitors at Mills Middle School for their work during the past Council meetings.

XI. **Adjournment**

There being no further business, upon a motion by CEM Budge, seconded by CEM Sander, the meeting was adjourned at 8:35 until February 24, 2003, at Sacramento County Office of Education.

____

David Roberts, Chairperson

ATTEST:

____

Secretary

OK

CITY OF RANCHO CORDOVA

MINUTES OF MEETING OF THE CITY COUNCIL- ELECT
February 17, 2003

A Special Closed Session was held at 5:00pm in Board Chambers at the Sheriff Rockingham Station.

I. Roll Call
   a. Council –elect members present were David Roberts, Linda Budge, David Sander, Bob McGarvey and Ken Cooley.

II. Public Comment
   a. There was no public comment.

III. Public Employee Appointment Pursuant to Government Code section 54957
   a. Title: Interim City Manager

Special Open Session
Community Room Sheriff Rockingham Station
February 17, 2003
9:00pm

Staff Present where Steve Meyers, Mike Oliver, Curt Haven and Phil Carter

Report form Closed Session: Chair –Elect Roberts reported that the City Council-Elect had interviewed possible candidates for Interim City Manager during closed session. A motion was made by CEM Linda Budge and a second was made by CEM Bob Mc Garvey to instruct Mike Oliver and Steve Meyers to negotiate a contract with Mr. Chuck Cate. It was unanimously passed with a 5-0 vote.

I. Roll Call
   a. Council –Elect members present were David Roberts, Linda Budge, David Sander, Bob Mc Garvey and Ken Cooley.

II. Approval of Agenda
   a. Upon a motion by CEM Budge, seconded by CEM Sander it was approved by a 5-0 vote to adopt the agenda as presented.

III. Public Comment
   a. There was no public comment

IV. Consent Matters

a. Upon a motion by CEM Mc Garvey, seconded by CEM Budge the minutes of February 3, 2003 were approved by a 5-0 vote of the City Council -Elect

V. Action Items

a. An Agreement for Professional Services, Transition Coordinator was proposed to the Council –Elect by Mr. Curt Haven, Transition Coordinator since Board approval December 3, 2002. Mr. Haven explained the scope of services provided under the direction of the City Council-Elect, Mr. Mike Oliver or the Interim City Manager. Mr. Haven also asked the Council –Elect to modify the contract and make it with the Rancho Cordova Chamber of Commerce because they can provide work stations, phones, computers, e-mail, faxing and clerical services to any consultant or Interim City Manger until a City Hall is provided if the City Council –Elect wishes. After discussion and questions form Council Members –Elect it was decided to table the contract until another meeting.

VI. Reports

a. City Council –Elect

   i. Council Member –Elect Linda Budge reported on a meeting with Sacramento County Public Works regarding an update on current transportation projects within Rancho Cordova. Council –Elect Member Bob Mc Garvey and Transition Coordinator Curt Haven were present at the meeting.

b. Staff Report

   i. Mr. Mike Oliver reported on budget talks at the State level with city funding cuts and the possible loss of Vehicle Licensing Fee. He also discussed potential dates for the Strategic Planning/ Teambuilding Session with the date of March 21 working for all. Mr. Oliver also updated the Council-Elect that the COPS program has been funded for the upcoming year. The City of Citrus Heights received $7.1 million in funding and Oakley $3.1 million for its law enforcements efforts. He encouraged the Council-Elect to pursue this funding opportunity

The meeting was adjourned at 10:30 pm by a proclamation of all.

A Crisis in Rancho!

A message from a concerned citizen of our city...

Consider the following information:

1. Rancho Cordova features more liquor stores than any other city in our area. Along Folsom Blvd, there are 3 for every mile; along Lincoln Village, there are 3 within 1/4 mile.

2. Such stores encourage loitering, drug dealing, theft, and under-age drinking.

3. Why are many of these stores close to our local schools, senior centers, and even your home?

4. The city council hopes to revitalize Folsom Blvd with a new senior center and city hall– liquor stores will impede our plans to revitalize Rancho Cordova.

What you can do to solve this crisis...

- *GET INVOLVED: encourage council members to create tough new re-zoning measures– attend council meetings.*
- *BOYCOTT LIQUOR STORES, and push for their removal.*

City of Rancho Cordova

MEETING OF THE CITY COUNCIL-ELECT

Sacramento County Office of Education
9738 Lincoln Village Drive, Sacramento, Ca
6:30pm
February 24, 2003

AGENDA

I. Call Meeting to Order

II. Pledge of Allegiance

III. Invocation by Member of Rancho Cordova Ministerial Association

IV. Approval of Agenda

V. Public Opportunity to Address the Council on any issue not on the Agenda but, within the City's subject-matter jurisdiction.

VI. Workshop: Sacramento Regional County Sanitation District
Topic: Governance Structure; Presenter: Mr. Bob Shanks

VII. Consent Matters
1. Approval of Minutes of February 17, 2003

VIII. Action Items
1. Resolution Recognizing February 24, 2003 as "Spay Day USA 2003"

IX. Reports
1. City Council –Elect
2. Mike Oliver-Consultant
3. Staff
4. City Attorney

X. Old Business

XI. New Business

XII. Adjourn to Meeting of Monday March 3, 2003, 3121 Gold Canal

Assistance for Disabled: If you are disabled in any way and need accommodation in order to participate in the meeting, please call Curt Haven, collect at (916) 361-8700

CITY OF RANCHO CORDOVA

Minutes of Meeting of The City Council-Elect
February 24, 2003

The Regular Meeting of the City Council-Elect of the City of Rancho Cordova was held on Monday, February 24, 2003 at The Sacramento County Office of Education. Chairperson (of the Committee) of the Council-Elect Dave Roberts called the meeting to order at 6:33 p.m.

I. Roll Call

Council-elect members (CEM) present were Dave Roberts, Linda Budge, Bob McGarvey, Ken Cooley and David Sander. Staff present included Transition Coordinator Curt Haven, Volunteer Staff Phil Carter, City Attorney Steve Meyers and Clerk Patty O'Connor.

II. Pledge of Allegiance

The Pledge of Allegiance was conducted.

III. Invocation

The Invocation was led by Becky Goodwin of Rancho Cordova Ministerial Association.

IV. Approval of Agenda

Upon a motion by CEM Budge, seconded by CEM Sander, it was approved 5-0 to adopt the agenda as presented.

V. Public Opportunity to Address the Council on any issue not on the agenda, within the City's subject-matter jurisdiction:

- Matthew Cummings of Lincoln Village addressed his concerns over the many liquor stores in Lincoln Village. He asked what steps the Council was willing to take. He suggested limiting permits, increasing police coverage and rezoning. CEM Roberts encouraged Mr. Cummings and the community to participate in CORPAC and other local commissions to raise these issues and others. CEM Sander noted the permits are on a state level and local government may not have much of a say, but they can look into rezoning. CEM Budge suggested lodging complaints with the ABC and Sheriff to make a paper trail/history and when the permit does come up for renewal this will be looked at. Captain Anderson noted this issue will need long term solutions. POP Officer Joe Miller has been assigned to the area and officers can now cite for open container. This will reduce loitering. CEM Budge noted there are planning tolls available to businesses to discourage this disruptive behavior.

- Valerie Moore of Lincoln Village noted the area had been quieter since the last meeting but is still loud on the weekends.
- Dennis Dunn, the Council representative on the Transportation and Air Quality Collaborative noted his committee is working on Measure A and needs to do community outreach. CEM Budge suggested he contact Jeff Gamel for local contacts. She also asked the link be put on the City's website for further information. Mr. Carter will work with Mr. Dunn and Captain Anderson on the community outreach contacts.
- Rebecca Sloan from FCUSD reported on Team 2003 – Aim High/Score High. She thanked the Council-elect members for their support in attending assemblies at local schools.
- Jessie Espinosa of Lincoln Village asked if the library was in the City boundaries. No it is not.

VI. WORKSHOP – Sacramento Regional County Sanitation District

Bob Shanks and his assistant Terry Mitchell made a presentation to the Council re: Governance Structure. His agency is in charge of conveyance, treatment and disposal of wastewater for the Sacramento Region. The current governing structure on the board is each incorporated city (despite population) has one seat on the Board and each county supervisor has one vote. A subcommittee was formed which has recommended a draft framework of Board composition to be one member per 100,000 in each incorporated city plus the board of Supervisors retains each of their seats. This would result in the City of Sacramento having four votes, not one. CEM Cooley noted #7 was not a good representation of the region; #6 is better if change is needed. CEM Roberts was concerned about the effect on other organizations, i.e., SACOG and STA, as setting a precedent and using as a model. CEM Budge questioned the legality of a weighted vote. CEM Sander also expressed his concern about #7 and felt #6 was a better compromise. Mr. Shanks noted his agency is now presenting the draft to jurisdictions for their input. If there is no agreement on the options it will continue to be discussed. No action is required tonight, but a future agreement may need resolution. CEM Budge asked about the economic development credits for remodeling along Folsom Boulevard. Mr. Shanks noted this is an open issue and Rancho Cordova should make a request/issue for additional credits.

VII. Consent Matters

1. Minutes of Meeting of February 17, 2003: Upon a motion by CEM Budge, seconded by CEM McGarvey, the minutes of February 17, 2003 were approved by a 5-0 vote.

VIII. Action Items

1. Resolution Recognizing February 24, 2003 as "Spay Day USA 2003": Pat Wilcox presented Resolution #2003-2 to the Council-elect recognizing February 24, 2003 as "Spay Day USA 2003". Over 56% of animals at the shelter have to be euthanized. Spaying will reduce the future city's costs by reducing the number of

animals born. Upon a motion by CEM Sander, seconded by CEM Cooley, Resolution 2003-2 was approved by a 5-0 vote.

IX. Reports

1. Council Member Comments/Reports

- CEM Cooley noted there has been a lot of progress made in the last two weeks – a great foundation is being built. He excused himself at 8:15 as he had to go to the airport.
- CEM McGarvey noted he would like to include arts and maybe a museum at the future city hall location.
- CEM Roberts attended a meeting with FCUSD re: Sunridge annexation from Elk Grove. There will be a meeting at the chamber with he and CEM Cooley with the Sunridge Developers. They need to get moving now before developer fees are set.
- CEM Roberts attended a meeting in Elk Grove re: inner transit shuttles.
- CEM Roberts noted it will be important to interface with the FCUSD, developers and Cordova Recreation and Park District in the future to look at parks, joint use facilities, libraries, etc.
- CEM Budge noted projects are under way re: landscaping.
- CEM Budge is meeting with Public Works re: transportation and shuttles.
- CEM Budge noted a meeting is coming re: the beautification of Folsom Boulevard.
- CEM noted she is working on following up on projects so they don't fall between the cracks.
- CEM Sander thanked CEM Budge for going the extra mile to keep the Council updated.
- CEM Sander noted the July 4th committee is getting underway; they will be hiring an event coordinator this year to make things easier on volunteers.
- CEM Sander reported on the Board of supervisors meeting that ruled 11 billboard signs being taken out on Folsom Boulevard with 2 being rebuilt and one community sign.
- CEM Sander asked Council-elect members to participate with him in Eppie's Great Race. He volunteered to be the bicycler and asked CEM Roberts to do the running leg of the race. CEM Cooley was suggested for the kayaker.

2. Mike Oliver – Consultant

Consultant Mike Oliver was unavailable for the meeting but prepared a memo for the Council-elect. Items included Strategic Planning/Teambuilding session to be held March 21; in negotiations with Chuck Cate and Steve Meyers to develop agreements for their services, VLF funding at risk, and possible COPS funding for law enforcement.

3. Staff Report:

Mr. Curt Haven, Transition Coordinator, presented the following report:

- Presented action plan matrix – Council input requested.
- The March 3rd meeting will be held at 3121 Gold Canal.
- TAB Started last weekend.

4. City Attorney:

Attorney Steve Meyers reported he has prepared a legal opinion to give to banks for interim financing if agreement with County does not come through.

5. Captain Anderson

Captain Anderson reported he attended the Sacramento Operational Area Council re: terrorism and threat levels. The Council-elect will be invited to attend the Sheriffs Community Advisory Board.

X. Old Business

1. CEM Budge expressed her concerns over the voter registration drive. She encountered then over the weekend and noted their information was inaccurate, and questioned their level of professionalism.
2. CEM Budge asked about Metro Cable presentations? It has not been arranged as of yet.

XI. New Business

1. It was noted Congressman Matsui's office has advised the Council there are taxes available for projects in the City. Basically, taxes we have paid to Washington are coming back to us. Folsom Boulevard projects and bicycle access across Highway 50 were suggested.

XII. Adjournment

There being no further business, upon a motion by CEM Budge, seconded by CEM McGarvey, the meeting was adjourned at 9:00 p.m. until March 3, 2003, at 3121 Gold Canal.

David Roberts, Chairperson

ATTEST:

____
Secretary

City of Rancho Cordova

Memorandum

Date: **February 7, 2003**

To: **City Council-Elect**

From: **Mike Oliver**

Subject: **FYI for the Week of February 3-7**

This is the first 'fyi' for the City of Rancho Cordova. It has updates for you on the various areas we've discussed in the last weeks. Please take note of the date requests for your strategic planning session and let me know by Monday if possible the dates that work best for you.

Full-day facilitated Strategic Planning/Teambuilding Session

Bill Mathis and Marilyn Snider are both competent and broadly experienced professionals who have worked in dozens of cities with success in the strategic planning area.

Each consultant approaches the session slightly differently, with one completing the session agenda via a conference call with the Council-elect chair and staff and the other preferring to interview each Council-elect member individually—both are equally effective.

The dates for the consultant using the pre-meeting interview/one separate full day session approach are:

February 26th—for the interviews with Council-elect--one hour between 10:00 a.m. and 5:00 p.m.—conference calls are possible
March 21st—all day strategic planning session

The dates available for the consultant using the pre-session conference call (can be arranged at any convenient time and involves only staff and the Chair) and the full-day session are:

Either:

February 20th
Or
March 5th

Please confirm your availability for these dates either via e-mail or calling 510-915-4376.

Recruitment of Interim City Manager
I have confirmed with the four candidates their interest in the interim position and will be conducting the reference checks this and next week. As a reminder, we are scheduled to begin the interviews at 5:00 p.m. on February 17th at the Rockingham Substation.

I will coordinate with Curt Haven on the logistics for the evening.

Discussions with County on Transition of services/services contracts
Karyl Marsh has confirmed that she will provide me and the Steve Meyers with a comprehensive set of documents regarding all aspects of the incorporation. I anticipate setting an initial meeting with County staff as soon as the interim City Manager is on board.

City Attorney Contract Negotiations
I have obtained copies of the proposals from the three firms the Council considered and will be meeting with Steve Meyers today to discuss the firm's approach to providing services. It is anticipated to break the services into pre-and post-incorporation phases to facilitate your varying needs. I will also be checking references next week and will have an update for you on February 17th.

Have a great weekend and don't hesitate to call me!

Mike

City of Rancho Cordova
MEETING OF THE CITY COUNCIL-ELECT

Sheriff Rockingham Station Community Room
10361 Rockingham Drive
Rancho Cordova, 95670
February 17, 2003

Special Closed Session Agenda
Board Room
5:00pm

I. Roll Call
II. Public Comment
III. Closed Session City Council-Elect
  a. Public Employee Appointment Pursuant to Government Code section 54957 Title: Interim City Manager

Special Open Session Agenda
Community Room
Sheriff Rockingham Station
10361 Rockingham Drive
Rancho Cordova, CA
7:00pm (approximately)

I. Roll Call

II. Approval of Agenda

III. Public Opportunity to Address the Council on any issue not on the Agenda but within the City's subject-matter jurisdiction.

IV. Consent Matters
  a. Approval of minutes of meeting of February 3, 2003

V. Action Items
  a. Transition Coordinator
    i. Approval of contract

VI. Adjourn

AGREEMENT FOR PROFESSIONAL CONSULTING SERVICES

Transition Coordinator
CURT HAVEN

This Agreement is made and entered into as of the ___ day of _________, 2003, by and between the City of Rancho Cordova acting by and through its City Council-Elect ("City") and Curt Haven ("Consultant").

RECITALS

1. The voters approved the incorporation of the City of Rancho Cordova in November 2002, to be effective July 1, 2003. The voters also elected the first City Council of the new City of Rancho Cordova in November 2002. The Councilmembers-elect have agreed that Dave Roberts shall act as the Mayor-elect until the City becomes effective on July 1, 2003. This Agreement is entered in by the City through its Councilmembers-elect in their capacities as such and not in their capacities as individuals.

2. City desires to retain the Consultant to perform specific professional consulting services for the newly incorporated City of Rancho Cordova.

3. Consultant is specially trained, experienced and competent to perform the services that will be required by this Agreement.

4. Consultant possesses the skill, experience, ability, background and knowledge to provide the services described in this Agreement on the terms and conditions described herein.

5. Consultant has been providing services described in Paragraph 1 since December 9, 2002 and the City desires to compensate Consultant for such services.

AGREEMENT

1. Scope of Services. Consultant shall do all work, attend all meetings, and carry out all activities necessary to perform the services as required by the City Council-Elect including, but not limited to preparing meeting agendas, scheduling and arranging rooms for meetings, coordinating activities with other selected consultants and volunteers, assisting in meetings with service providers, preparing resolutions, letters, requests for proposals and other written items on behalf of the City-Council Elect. Consultant shall provide said services at the time, place and in the manner necessary to complete said assignment, subject to direction of the City through its City Council-Elect or its Interim City Manager that may be provided from time to time. Services shall be performed as requested through and including July 30, 2003. Consultant will provide office space, computers, email, faxing and clerical services for any other contracted consultants or interim City Manager until a City Hall is provided.

2. Term. The services of the Consultant commenced on December 9, 2002 and shall terminate on July 30, 2003 unless either extended by mutual written agreement of the City and the Consultant, or terminated by either the City or Consultant pursuant to Paragraph 5 of this Agreement.

3. Payment for Services. City shall compensate consultant for services rendered from December 9, 2002 through the date of execution of this Agreement in the amount of _________. On and after March 1, 2003 City shall pay Consultant a monthly retainer of $9,500.00 per month in arrears. The lump sum and the monthly retainer as shown above represents the total payment to be made to the Consultant for services to be provided as part of this Agreement. This payment is to include rent, insurance and other employer costs. Any other reimbursement of costs must first be approved by the City.

4. Method of Payment. Consultant shall submit monthly summary of activities undertaken and services performed to City describing the work performed during the preceding month. City shall pay Consultant for invoiced services no later than July 30, 2003 or at such time that municipal financing has been obtained.

5. Termination. This Agreement may be terminated by the City immediately for cause or by either party without cause upon fifteen days' written notice of termination.

6. Ownership of Documents. All plans, studies, documents and other writings prepared by and for the Consultant, including working notes and internal documents, shall become the property of the City upon payment to Consultant for such work, and the City shall have the sole right to use such materials in its discretion without further compensation to Consultant.

7. Independent Contractor. It is understood that the Consultant, in the performance of the work and services agreed to be performed, shall act as and be an independent contractor and shall not act as an agent or employee of the City.

8. Compliance with Political Reform Act. Consultant will be subject to the City's Conflict of Interest Code adopted pursuant to Government Code Section 81000 et seq. Consultant shall comply with all rules, regulations, and statutory disclosures required by the Conflict of Interest Code of the City of Rancho Cordova as adopted.

9. Interest of Consultant.

(a) Consultant covenants and represents that it does not now have any investment or interest in real property and shall not acquire any interest, direct or indirect, in the area covered by this Agreement or any other source of income, interest in real property or investment which would be affected in any manner or degree by the performance of Consultant's services hereunder.

(b) Consultant covenants that it has no interest, nor shall it acquire any interest, direct or indirect, in the subject of the Agreement, nor any other interest which would conflict in any manner or degree with the performance of its services hereunder.

10. Professional Ability of Consultant. City has relied upon the professional training and ability of Consultant to perform the services described in this Agreement as a material inducement to enter into this Agreement. All work performed by the Consultant under this Agreement shall be in accordance with the

applicable legal requirements and shall meet the standard of quality ordinarily to be expected of competent professionals in the Consultant's field of expertise.

11. Compliance with Laws. Consultant shall use the standard of care in its profession to comply with all applicable federal, state and local laws, codes, ordinances and regulations.

12. Indemnification. Consultant agrees to defend, indemnify and hold harmless the City, its officers, officials, agents, employees and volunteers from and against any and all claims, demands, actions, losses, damages, injuries, and liability, direct or indirect, arising out of the performance of this Agreement or his failure to comply with any of his obligations contained in this Agreement, except for any such claim arising out of the sole negligence or willful misconduct of the City, its officers, agents, employees or volunteers.

13. Insurance.

(a) Automobile Liability Coverage. Consultant shall maintain automobile liability insurance covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with the work to be performed under this Agreement, including coverage for owned, hired and not-hired vehicles, in an amount of no less than five hundred thousand dollars ($500,000) combined single limit for each occurrence. The cost of automobile liability coverage shall be paid by Consultant.

(b) Workers' Compensation Coverage. Consultant understands and agrees that City is not providing workers' compensation insurance (or any other type or kind of insurance (for or on behalf of Consultant.

14. Notices. Any notice required to be given under this Agreement shall be in writing and either served personally or sent prepaid, first class mail. Any such notice shall be addressed to the other party at the address set forth below. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section.

To City:	City of Rancho Cordova 3328 Mather Field Road Rancho Cordova, CA 95670
To Consultant:	Curt Haven 3328 Mather Field Road Rancho Cordova, CA 95670

15. Entire Agreement. This Agreement constitutes the complete and exclusive statement of Agreement between the City and Consultant. All prior written and oral communications, including correspondence, drafts, memoranda, and representations, are superseded in total by this Agreement.

16. Amendments. This Agreement may be modified or amended only by a written document executed by both Consultant and City.

17. Subcontracting. None of the services covered by this Agreement shall be subcontracted without the prior written consent of the City, which will not be unreasonably withheld.

18. Assignability. Consultant shall not assign or transfer any interest in this Agreement whether by assignment or notation, without the prior written consent of the City which will not be unreasonably withheld. Provided, however, that claims for money due or to become due Consultant from City under this Agreement may be assigned to a financial institution, or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer whether voluntary or involuntary shall be furnished promptly to the City.

19. Litigation Expenses and Attorneys' Fees. If either party to this Agreement commences any legal action against the other party arising out of this Agreement, the prevailing party shall be entitled to recover its reasonable litigation expenses, including court costs, expert witness fees, discovery expenses, and attorneys' fees.

20. Equal Opportunity Employment. Consultant shall not engage in unlawful employment discrimination in violation of Government Code Section 12940 governing fair employment practices.

21. Recitals. The Recitals are incorporated herein and are made a part of this Agreement.

22. Binding Effect of Agreement. This Agreement shall not be a liability of the Councilmembers-elect in their individual capacities but shall be binding on the City of Rancho Cordova effective July 1, 2003, upon ratification of the City Council on or after July 1, 2003.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the date first written above:

CITY OF RANCHO CORDOVA	CONSULTANT
____________________	____________________
Dave Roberts Acting as Its Mayor-Elect	Curt Haven Transition Coordinator

City of Rancho Cordova

Memorandum

Date: **February 21, 2003**

To: **City Council-Elect**

From: **Mike Oliver**

Subject: FYI for the Week of February 17-21

The weekly FYI contains an number of updates and information regarding the upcoming weeks. As I mentioned to several of you last week, I have a scheduling conflict Monday night and will not be able to attend the meeting—I'll be at the March 3rd session.

Full-day facilitated Strategic Planning/Teambuilding Session—Confirmed for March 21!!
Please take note of the confirmation for the Strategic Planning Session—set for March 21st. The session will begin promptly at 8:30 a.m., following a 30 minute bagel and socialization opportunity. We will try to have the substantive work all complete by 4:00 p.m. because of Councilmembers scheduling requirements. We are planning on having the session at the Sheriff's Substation and the public can attend.
Marilyn Snider will conduct the session, using a recorder. Marilyn has facilitated strategic planning for over 100 cities and as many private sector clients. She has been assisting both the newly incorporated cities of Citrus Heights and Oakley since incorporation.

Marilyn is an outstanding facilitator and will be able to assist the Councilmembers-elect to chart the City of Rancho Cordova's course.

Recruitment of Interim City Manager
Chuck Cate and I met this week to review a potential consultant services contract and begin discussing the next steps in Cityhood. Chuck has prepared a draft agreement, which we are discussing and I expect to have prepared for your review and approval on March 3rd.

Chuck has proposed a compensation level which I believe is within the range for comparable services and will be defensible to the public.

City Attorney Contract Negotiations
Steve Meyers and I have met and discussed the firm's approach to providing services. I have been checking references this week and have a revised draft agreement from Steve which he and I will discuss today. As I mentioned Monday, I have checked with Citrus Heights and several other

cities regarding their approach to contracting for City Attorney services. The Meyers-Nave firms approach is certainly in concert with standard practice.

I anticipate having a the agreement for your review and approval on your March 3rd agenda.

Motor Vehicle In-lieu Funds Still at Risk
As I mentioned Monday night, the VLF funding is still at risk, while the Governor is indicating he now favors restoring the funds, the Republicans are indicating they will circulate an initiative to reduce the funding if the trigger is pulled.

Oakley, Citrus Heights and Rancho Cordova are leading the newly incorporated cities efforts to preserve as much of the VLF funding as possible.

COPS Funding Update
As I mentioned Monday night, the federal COPS program has been funded for the upcoming year, which could result in significant funding for Rancho Cordova's new law enforcement efforts. The City of Citrus Heights received $7.1 million in funding and Oakley $3.1 for its law enforcement efforts. We will continue to pursue this funding opportunity.

Don't hesitate to call me if you have any questions.

Mike

City of Rancho Cordova

Memorandum

Date: **February 28, 2003**

To: **City Council-Elect**

From: **Mike Oliver**

Subject: **FYI for the Week of February 22-28**

The weekly FYI contains an number of updates and information regarding the upcoming weeks. **I have attached six items for your review prior to Monday night—please call me @ 510-915-4376 over the weekend or on Monday to discuss any questions you have regarding the agreements with Chuck Cate or Meyers Nave.**

The items attached for review are:

1. Agreement with Meyers Nave for legal services
2. Transmittal memorandum and recommendation for approval of the agreement
3. Resolution approving the agreement
4. Agreement with Chuck Cate for Interim City Manager services
5. Transmittal memorandum and recommendation for approval of the agreement
6. Resolution approving the agreement

Again, if you have any questions, please give me a call

Full-day facilitated Strategic Planning/Teambuilding Session—Confirmed for March 21!!

As a reminder, the Strategic Planning Session is set for March 21st. Chuck Cate and I will be sending you information on possible topics for review at the session over the next several weeks. Under a separate e-mail I will send you the most recent results of the Strategic planning session for the City of Oakley.

Contact with County Executive

I have placed calls to key County Administrator staff to initiate introductory meetings with the Executive and his staff for Steve Meyers and Chuck Cate. We hope to have our first meeting this week and will report on the results.

Recruitment of Interim City Manager

The agreement with Chuck is being transmitted for your review

City Attorney Contract Negotiations

The agreement with Meyers Nave is being transmitted for your review

COPS Funding Update
Councilmember Cooley has indicated he will be attending a portion of the National League of Cities Conference in Washington D.C. next week. I have given Len Simon his contact information so Len can facilitate a meeting with the Department of Justice—Cops program leadership.

Don't hesitate to call me if you have any questions.

Mike

City of Rancho Cordova

Memorandum

Date: February 28, 2003

To: City Council-Elect

From: Mike Oliver

Subject: Agreement with Meyers Nave for City Attorney Services

Summary and Recommendation

The City Council-elect solicited proposals for City Attorney Services shortly after the November election. The Council met in January and interviewed qualified firms and concluded that it would contract with the firm of Meyers, Nave, Riback, Silver & Wilson to provide contract City Attorney Services for the City prior to and following incorporation. The City Council directed Mike Oliver to negotiate an Agreement for Legal Services with Steve Meyers, Managing Partner of the Firm. I have met with Steve Meyers several times, reviewed the proposed scope of services, compensation request and service parameters. Mr. Meyers has incorporated a number of key elements which will assist the City managing the cost and quality of the services.

I believe the attached agreement encompasses the direction and interests of the City Council-elect and recommend the Council review the material and approve the attached Resolution at its March 3rd Meeting.

Background and Discussion

Most newly incorporated cities contract for legal services prior to incorporation to insure the interests of the City are represented both before and after incorporation. The Agreement with Meyers Nave provides for full-service City, Redevelopment, Litigation and processing (planning) legal services. The agreement also provides for a number of cost control, performance and management elements as part of the basic service configuration. These items will assist the City in assuring the costs incurred are appropriate and within generally accepted parameters.

The attached Agreement for Legal Services constitutes the agreement between the City and the Meyers Nave firm. I have summarized the agreement below:

Attorney's Services

Meyers Nave will provide two key attorneys, Steven R. Meyers, the City Attorney and Adam U. Lindgren, Assistant City Attorney. The Firm will also provide other attorneys the Firm determines appropriate and will direct all legal services usually and normally provided by City

Attorneys, and specifically those duties and services described in Government Code Sections 41801, 41802, and 41803.5. The services provided include, but are not be limited to:

a. Attendance at City Council meetings, unless excused by the Mayor;
b. Preparation of ordinances, resolutions, leases, contracts or other legal documents;
c. Preparation of all findings, decisions or other documents pertaining to legislative or quasi-judicial actions or decisions made by the City Council, boards, commissions or officers;
d. Rendering legal advice (both oral and written) to members of the City Council, commissions, boards, and to the City Manager, department heads and employees with respect to City matters;
e. Negotiating and/or rendering advice with respect to negotiations pertaining to City's contracts, leases and memoranda of understanding;
f. Representing City in litigation and/or arbitration or other judicial, administrative or quasi-judicial proceedings;
g. Furnishing legal services for assessment district or bond proceedings as issuer's counsel;
h. Furnishing legal services for the Redevelopment Agency, Parking Authority or other agencies or entities which are not operated as an integral part of City, but which are or may be created by City as independent agencies; and
i. All other legal services customarily associated with a general counsel or special counsel.

Term of the Agreement
The Agreement takes effect upon City Council-elect approval, with an effective date of February 24, 2003. The Agreement continues in force until terminated by either party. The Agreement provides 30 days' notice on the City's part.

Compensation
The Agreement provides for compensation on a variable hourly rate, with basic on-going City Attorney services charged at the lowest rate. Specialized services, which generally occur much less frequently, are charged at a higher rate and reimbursable charges are at a higher rate. This approach is designed to keep the City's ongoing legal costs for 'normal' services at the lowest possible cost range, while recovering costs from third parties and for specialized services.

The Agreement requires the Services to be provided within the Budget allocation for the first year legal services contained in the Comprehensive Fiscal Analysis, which is $550,000 per year. In addition, the Agreement provides that billing for the first six months of service will be deferred, without interest, and paid in six equal installments between July and December 2003.

I believe these rates, combined with the Management Tools included in the Agreement will provide adequate and cost-effective services. The projected costs are in line with the costs experienced in the cities of Citrus Heights and Rancho Cordova.

The Agreement provides hourly compensation at the following rates:

1. For general City Attorney services at a rate of $175 per hour. Paralegal services at a rate of $85 per hour.

2. For all special counsel services at a rate of $205 per hour for attorneys and $90 per hour for paralegals. Special counsel services include redevelopment, labor and employment and telecommunications.

3. For litigation and all legal work chargeable to third party applicants of the City, $250 per hour for Senior Principal, $225 for Junior Principal, $200 for Senior Associate, $175 for Junior Associate and $90 for paralegal.

The hourly rates will be billed in tenths of an hour and include all necessary administrative support services such as secretarial, clerical and word processing costs. Other costs customarily advanced by an attorney on behalf of a client such as duplication, facsimile charges, postage, delivery charges, telephone charges will be billed as a surcharge of 3% of each invoice. Costs such as expert fees, filing fees, deposition fees, court reporter fees, electronic research and similar costs shall be billed at cost without mark up or administrative charges.

There are no charges for travel to regular City Council or regular City Staff meetings. Any travel costs charged shall be billed at one-half the applicable hourly rate.

City Management, Activity Reporting Tools

The Agreement contains a number of significant cost control, accounting, reporting, review and management tools for the City. These include:

1. *City Attorney-City Manager cooperation* to insure that legal assignments are necessary, accomplished in a cost-effective manner, and completed in a reasonable and timely manner. This requirement establishes the relationship between the City Attorney and City Manager to insure careful review of work product and its cost-effectiveness, the estimated costs of work prior to initiation of projects, the timely completion of work and the review of cost-effectiveness.
2. *Agreed Upon Accounting Procedures and separate billing accounts* will assure all work undertaken on behalf of the City will be appropriately accounted for, can be easily summarized for review and charged to third parties accurately. Critically important to the City as it undertakes review of planning and other discretionary matters is insuring the costs incurred in processing projects and applications are appropriately charged to the applicants. These charges for staff time, consultants and the City Attorney can easily run into the hundreds of thousands of dollars per year and become a City cost if not properly accounted for and charged.
3. *Annual review of Performance and Terms of the Agreement* will provide a mechanism for the City Council to review performance—using available performance review

mechanisms, discuss costs, charges and methods of billing and discuss the terms of the Agreement between the City and the City Attorney. This mechanism is the single-most important protection for both the City and the City Attorney because it provides an annual mechanism for review by both parties of the relationship, and allows for modifications in the relationship.

Conclusion

The City Council-elect interviewed qualified law firms for the provision of City Attorney services and selected the firm of Meyers Nave to provide those services for the City of Rancho Cordova. The attached agreement provides clear expectations for performance, compensation and performance review to assure the City's interests will be protected. I recommend the City Council-elect approve the attached agreement.

City of Rancho Cordova
Resolution Number 2003-2
Recognizing February 24, 2003 as "Spay Day USA 2003"

WHEREAS, cats and dogs provide companionship to and share the homes of over 63 million individuals in the United States; and

WHEREAS, two unaltered cats and their offspring can produce 420,000 more cats in seven years and two unaltered dogs and their offspring can produce 67,000 more dogs in six years; and

WHEREAS, humane societies and shelters are forced to kill approximately five million cats and dogs each year, although many of them are healthy and adoptable, simply because there are not enough good homes; and

WHEREAS, during 2002, at the Sacramento City and County Animal Shelters more than 39,700 dogs and cats entered and less that 50 percent of dogs and approximately 25 percent of cats were redeemed by owners, adopted to new homes or rescued to individuals and agencies doing rehabilitation and adoption; and

WHEREAS, the problem of companion animal overpopulation costs the taxpayers of this country over a billion dollars annually through animal control programs aimed at coping with the millions of unwanted cats and dogs; and

WHEREAS, spaying and neutering cats and dogs has been shown to drastically reduce cat and dog overpopulation; and

WHEREAS, veterinarians, humane societies, national and local animal protection organizations, and private citizens worked together to ensure the spaying or neutering of an estimated 210,000 companion animals through "Spay Day USA" in 2002, including nearly 150 in the Sacramento area; and

WHEREAS, locally, through funds and efforts provided by United Animal Nations, the Sacramento SPCA, TEAM (Teaching Everyone Animals Matter), the City and County of Sacramento, Oaks Village Veterinary Hospital, American River Veterinary Clinic, the Animal Spay/Neuter Clinic in Auburn along with caring individuals, coordinated by the Sacramento Area Animal Coalition, more than 200 volunteer veterinarians, veterinary technicians, veterinary students and lay volunteers worked in seven Sacramento area locations on Sunday, February 23, 2003, to provide low-income families with over 1,000 free spay and neuter surgeries, vaccinations, medication and treatment; and

WHEREAS, the Doris Day Animal Foundation, the headquarters for Spay Day USA nation-wide recognizes the 2003 Sacramento event as the largest one-day spay-neuter event ever and is planning to model future Spay Day USA programs on Sacramento's successful program; and

WHEREAS, the Sacramento Area Animal Coalition has applied for a new Guinness World Record for their achievement on Spay Day;

Now, therefore, be it RESOLVED by the elected City Council of Rancho Cordova, State of California, that February 24, 2003, is designated "Spay Day USA." The City Council issues a proclamation calling upon the people of City of Rancho Cordova to observe the day and arrange to have their own cats or dogs spayed or neutered, sponsor the spaying or neutering of another person's cat or dog or contribute to those organizations that sponsor or advocate spay and neuter services.

On a motion by elected Council Person Sander, seconded by elected Council Person Cooley, the foregoing resolution was passed and adopted by the City of Council of Rancho Cordova, State of California, at a regular meeting thereof, the 24 day of February 24, 2003, by the following vote to wit:

AYES: 5

NOES: 0

ABSENT: 0

Dave Roberts, Elected Council Person
City of Rancho Cordova, California

ATTEST: C Haven
Curt Haven, Transition Coordinator

Agreement for Professional Consulting Services
Transition Coordinator
Curt Haven

This Agreement is made and entered into as of the ___day of __________, 2003, by and between the City of Rancho Cordova acting by and through its City Council-Elect ("City"), and Rancho Cordova Chamber of Commerce ("Consultant").

Recitals

1. The voters approved the incorporation of the City of Rancho Cordova in November 2002, to be effective July 1, 2003. The voters also elected the first City Council of the new City of Rancho Cordova in November 2002. The newly-elected Councilmembers-elect consist of Dave Roberts, Linda Budge, Ken Cooley, Robert McGarvey and David Sander. The Councilmembers-elect have agreed that Dave Roberts shall act as the Mayor-elect until the City becomes effective on July 1, 2003. This agreement is entered in to by the City through its Councilmembers-elect in their capacities as such and not in their capacities as individuals.

2. City desires to retain the Consultant to perform specific professional consulting services for the newly incorporated City of Rancho Cordova.

3. Consultant is specially trained, experienced and competent to perform the services that will be required by this Agreement.

4. Consultant possesses the skill, experience, ability, background and knowledge to provide the services described in this Agreement on the terms and conditions described herein.

Agreement

1. <u>Scope of Services.</u> Consultant shall do all work, attend all meetings, and carry out all activities necessary to perform the services as required by the City Council-Elect including, but not limited to preparing meeting agendas, scheduling and arranging rooms for meetings, coordinating activities with other selected consultants and volunteers, assisting in meetings with service provides, preparing

resolutions, letters, requests for proposals and other written items on behalf of the City Council- Elect, coordinate activities with the County of Sacramento and other agencies in the region, as well as perform other specific activities as directed by the City Council Elect. Consultant shall provide said services at the time, place and in the manner necessary to complete said assignment, subject to direction of the City through its City Council-Elect that is may provide from time to time. Services shall be performed as requested through and including July 30, 2003. Consultant will provide office space, computers, e-mail, faxing and clerical services for any other contracted consultants or interim City Managers until a City Hall is provided.

2. Term. Except as provided in paragraph 10(a), the services of the Consultant shall commence on December 9, 2002 and shall terminate on July 30, 2003 unless either extended by mutual written agreement of the City and the Consultant, or terminated by either the City or Consultant pursuant to Paragraph 5 of this Agreement.

3. Payment for Services. City shall pay Consultant a monthly retainer of $9,500.00 per month. The monthly retainer as shown above represents the total payment to be made to the Consultant for services to be provided as part of this Agreement. This payment is to include rent, insurance and other employer costs. Any other reimbursement of costs must first be approved by the City Council –Elect.

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7. Independent Contractor. It is understood that the Consultant, in the performance of the work and services agreed to be performed, shall act as and be an independent contractor and shall not act as an agent or employee of the City.

8. Compliance with Political Reform Act. Consultant will be subject to the City's Conflict of Interest Code adopted pursuant to Government Code Section 8100 et seq. Consultant shall comply with all rules, regulations, and statutory disclosures

required by the Conflict of Interest Code of the City of Rancho Cordova as adopted.

9. Interest of Consultant

   a. Consultant covenants and represents that it does not now have any investment or interest in real property and shall not acquire any interest, direct or indirect, in the area covered by this Agreement or any other source of income, interest in real property or investment which would be affected in any manner or degree by the performance of consultants services hereunder.
   b. Consultant covenants that it has no interest, nor shall it acquire any interest, direct or indirect, in the subject of the Agreement, nor any other interest which would conflict in any manner or degree with the performance of its services hereunder.

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12. Compliance with Laws. Consultant shall use the standard of care in its profession to comply with all applicable federal, state and local laws, codes, ordinances and regulations.

13. Indemnification. Consultant agrees to defend, indemnify and hold harmless the City, its officers, officials, agents, employees and volunteers from and against any and all claims, demands, actions, losses, damages, injuries, and liability, direct or indirect, arising out of the performance of this Agreement or his failure to comply with any of his obligations contained in this Agreement, except for any such claim arising out of the sole negligence or willful misconduct of the City , its officers, agents, employees or volunteers.

14. Insurance.

   a. Automobile Liability Coverage. Consultant shall maintain automobile liability insurance covering bodily injury and property damage for all activities of the Consultant arising out of or in connection with the work to be performed under this Agreement, including coverage for owned, hired and not-hired vehicles, in an amount of no less than five hundred thousand ($500,000) combined single limit for each occurrence. The cost of automobile liability coverage shall be paid by Consultant.

b. Workers Compensation Coverage. Consultant understands and agrees that City is not providing workers' compensation insurance (or any other type or kind of insurance) for or on behalf of Consultant.

15. Notices. Any notice required to be given under this Agreement shall be in writing and either served personally or sent prepaid, first class mail. Any such notice shall be addressed to the other party at the address set forth below. Notice shall be deemed communicated within 48 hours from the time of mailing if mailed as provided in this section:

To City: City of Rancho Cordova
3328 Mather Field Road
Rancho Cordova, CA 95670

To Consultant:
Curt Haven
3328 Mather Field Rd.
Rancho Cordova, CA 95670

16. Entire Agreement. This Agreement constitutes the complete and exclusive statement of Agreement between the City and Consultant. All prior written and oral communications, including correspondence, drafts, memoranda, and representations, are superseded in total by this Agreement.

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18. Subcontracting. None of the services covered by this Agreement shall be subcontracted without the prior written consent of the City, which will not be unreasonably withheld.

19. Assignability. Consultant shall not assign or transfer any interest in this Agreement whether by assignment or notation, without the prior written consent of the City which will not be unreasonably withheld. Provided, however, that claims for money due or to become due Consultant from City under this Agreement may be assigned to a financial institution or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer whether voluntary or involuntary shall be furnished promptly to the City.

20. Litigation Expenses and Attorneys' Fees. If either party to this Agreement commences any legal action against the other party arising out of this Agreement, the prevailing party shall be entitled to recover its reasonable litigation expenses, including court costs, expert witness fees, discovery expenses, and attorneys' fees.

22. Equal Opportunity Employment. Consultant shall not engage in unlawful employment discrimination. Such unlawful employment discrimination includes,

but is not limited to, employment discrimination based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, citizenship or sexual orientation.

23. Recitals. The Recitals are incorporated herein and are made a part of this agreement.

24. Binding Effect of Agreement. This agreement shall not be a liability of the Councilmembers-elect in their individual capacities but shall be binding on the City of Rancho Cordova effective July 1, 2003 upon ratification by the City Council on or after July 1, 2003.

IN WITNESS WHEREOF, the Parties have caused this Agreement to be executed on the date first written above:

DAVE ROBERTS, CHAIR of the
COUNCIL ELECT CITY OF
RANCHO CORDOVA

ATTEST:

ROBERT J. MCGARVEY
CLERK

APPROVED AS TO FORM:

CURT HAVEN
TRANSITION COORDINATOR

Meeting of the Education Committee
Rancho Cordova City Council -Elect
City of Rancho Cordova

Rancho Cordova Chamber of Commerce
2238 Mather Field Road
Rancho Cordova, 95670
9:00am
March 3, 2003

AGENDA

I. Call Meeting to Order

II. Introductions

III. Discussions with the property owners of the Sunridge Development Company regarding Folsom Cordova School District and Elk Grove School District boundaries.

IV. Adjourn

City of Rancho Cordova
MEETING OF THE CITY COUNCIL – ELECT

Rancho Cordova City Council Chambers
3121 Gold Canal
Rancho Cordova CA 95670
6:30 pm:
March 3 2003

AGENDA

I. Call Meeting to Order

II. Roll Call

III. Pledge of Allegiance

IV. Invocation by a Member of Rancho Cordova Ministerial Association

V. Approval of Agenda

VI. Legislative Update: Senator Rico Oller

VII. Public Opportunity to Address the Council on any issue not on the Agenda but within the City's subject-matter jurisdiction.

VIII. Council Recognitions:
  a. Sacramento Metro Fire
  b. Mills Middle School
  c. Sacramento County Office of Education
  d. Sisler and Sisler Construction
  e. Mr. Ed Short, Sacramento County Building Inspections

IX. Workshop: Sacramento County Transportation and Air Quality Collaborative
  a. Update to the Council

X. Consent Matters
  a. Approval of Minutes of February 24, 2003

XI. Action Items
  a. Discussion and Consideration of approval of agreement with Meyers Nave for legal services.
  b. Discussion and Consideration of approval of agreement with Charles Cate for interim City Manager services.
  c. Discussion and Consideration of forming an Inaugural Committee

XII. Reports
  a. City Council –Elect
  b. Mike Oliver –Transition Consultant
  c. Charles Cate-Interim City Manager
  d. Staff

XIII. Old Business
  a. Report from Voter Registration Consultant—TABcommunications

IX. New Business

XV. Adjourn to Meeting of Monday March 17, 2003 3121 Gold Canal

CITY OF RANCHO CORDOVA

Minutes of Meeting of The City Council-Elect
March 3, 2003

The Regular Meeting of the City Council-Elect of the City of Rancho Cordova was held on Monday, February 24, 2003 at the City Council Chambers. Chairperson (of the Committee) of the Council-Elect Dave Roberts called the meeting to order at 6:35 p.m.

I. **Roll Call**

Council-elect members (CEM) present were Dave Roberts, Linda Budge, Bob McGarvey, Ken Cooley and David Sander. Staff present included Transition Coordinator Curt Haven, Volunteer Staff Phil Carter, City Attorney Steve Meyers, Consultant Mike Oliver, and Clerk Patty O'Connor.

II. **Pledge of Allegiance**

The Pledge of Allegiance was conducted.

III. **Invocation**

The Invocation was led by Steve Crow of the Rancho Cordova Ministerial Association.

IV. **Approval of Agenda**

Upon a motion by CEM Budge, seconded by CEM Sander, it was approved 5-0 to adopt the agenda as presented.

V. **Legislative Update: Senator Rico Oller**: This item was tabled due to illness.

VI. **Public Opportunity to Address the Council on any issue not on the agenda, within the City's subject-matter jurisdiction**:

- Matthew Cummings of Lincoln Village updated the Council-elect on the progress being made in his area re: the liquor stores. He has filed a complaint with the ABC and is working with Mr. Perry Sims, the County Prosecutor.

VII. **COUNCIL RECOGNITIONS**:

The following were recognized by the City Council-Elect for their support in recent months:

a. Sacramento Metro Fire (Resolution #2003-03): Dennis Plesis and his staff of Sac Metro Fire were recognized for their donation and work on the new City Council Chambers. Gary Murgartegui was an integral part of this project. Lt. Plesis welcomed the new city and presented the key and plaque to 3121 Gold Canal Drive. The resolution acknowledged the appreciation of the Council-elect of the generosity and support of Sac Metro Fire.

b. Mills Middle School (Resolution #2003-04): Thank you to Principal Dennis Williford and his janitorial staff for the use of their cafeteria for January meetings.

c. Sacramento County Office of Education (Resolution #2003-05): Thank you to Board President Brian Cooley For the use of their meeting room for the February meetings.

d. Sisler and Sisler Construction (Resolution #2003-06): For their hard work renovating the new Council Chambers (not here to accept resolution)

e. Mr. Ed Short, Sacramento County Building Inspections (Resolution #2003-07): For his work in making sure the new Council Chambers were up to standards.

VIII. <u>WORKSHOP – Sacramento County Transportation and Air Quality Collaborative</u>

Scot Mende, Assistant Director of the Sacramento Transportation and Air Quality Collaborative, presented an overview and progress of the collaborative to the Council-elect. They are one year into the five-year process with long-range purpose. The process begins with education and envisioning and includes negotiations and development/implementation of a plan (expected 2003-2006). There are various stakeholders and jurisdictions including government, businesses, community interest groups, etc. The County is paying for Rancho Cordova's share until July of 2004. It was stressed that cooperation is needed by all to make improvements in air quality and congestion. The collaborative model is a win/win situation. They are working on passage of Measure A for the 2004 ballot which is a renewal of - not new - transportation sales tax. A two-thirds vote is required.

- CEM Budge asked for clarification of the sponsor agencies. There are 10 – 5 regional, 4 cities, and 1 local. Cal Trans is in kind.
- CEM Budge noted Rancho Cordova has been studied by index model in the past and it may be able to utilize those.
- CEM Roberts suggested a breakdown of where Measure A funds will be spent. Mr. Mende agreed and a draft expenditure budget will be prepared.
- CEM Roberts noted the structure of representation must ensure each entity has a voice.
- CEM McGarvey asked about the number of meetings. Mr. Mende noted it will change depending on the issue at hand.
- Mr. Meyers asked if they were modeling after another community? Mr. Mende reported not likely as there are more discreet projects but not on this large of a scale to follow.

- Dennis Dunn, community member of the collaborative, noted the group is a very collaborative effort. Measure A is important to a lot of projects, in providing seed money that could lead to more money.
- CEM Cooley noted Measure A is a dedicated source of funding to transportation. It is very important – all have a huge stake.

Public Comment:

- Harry Madden of Rancho Cordova asked about the amount of the tax? It is ½ cent from sales tax.

IX. Consent Matters

1. Minutes of Meeting of February 24, 2003: This matter was tabled until the next meeting.

X. Action Items

1. Discussion and Consideration of Approval of Agreement with Meyers Nave for Legal Services: Consultant Mike Oliver presented the overview of the proposed agreement with Meyers Nave. It is a standard agreement. Steven Meyers will be the main attorney, Adam Lungren will be his assistant. The firm will be offering a full range of services; probably 99% of what is required. Rates are categorized as normal services, specialized services and reimbursables. There will be a separate itemization. There will be an annual review by the Council.

   - CEM Roberts noted it is a very thorough agreement.
   - CEM Sander asked about the first year costs; the comprehensive financial analysis projected $550,000. Mr. Oliver stated there could many unanticipated costs in the first year and is therefore hard to project. The second year will settle down more. He noted litigation runs up costs. The attorney will have to work more than full time for costs to reach $500,000. The number of meetings he is required to attend can increase costs.
   - CEM Cooley noted the contract is very thorough. Precise itemized bills will help.

   Upon a motion by CEM Budge, seconded by CEM McGarvey, it was voted by a 5-0 roll call vote to approve the agreement with Meyers Nave for legal services.

   Mr. Meyer thanked the City of their vote of approval and is looking forward to a good relationship.

2. Discussion and Consideration of Approval of Agreement with Charles Cate for Interim City Manager Services: Consultant Mike Oliver presented the overview of the proposed contract with Charles Cate for Interim City Manager. His position will be from the present until September as interim. He will be paid $72/hour, plus benefits and a housing allowance of $1,000. He will be available five days a

week, 40 hours/week with no pay for overtime. He will perform the duties as assigned by the Council. He is now working out of the Chamber of Commerce offices. Mr. Cate has a good reputation and the Council-elect and staff are looking forward to a smooth transition.

- CEM Sander asked if payment will be deferred? Mr. Oliver stated it would not and interim financing should be available soon.
- CEM Cooley noted Mr. Cate has a lot of experience for this difficult job of getting the new city going.

PUBLIC COMMENT

- Danielle Adams of Lincoln Village asked why the City was paying for Mr. Cate's housing? CEM Roberts noted this is standard practice as Mr. Cate is coming here only on an interim basis and making the sacrifice to leave his family.

Upon a motion by CEM Cooley, seconded by CEM Budge, it was voted by a 5-0 roll call vote to approve the agreement with Mr. Charles Cate for interim city manager services.

3. Discussion and Consideration of Forming an Inaugural Committee: There is only four months to go before incorporation and CEM McGarvey would like to form a committee to plan the festivities. CEM Sander and Budge are on the 4th of July Committee and will help coordinate with the inauguration. Upon a motion by CEM Cooley, seconded by CEM Budge, it was voted 5-0 to form an inaugural committee with citizen participation.

X. Reports

1. Council Member Comments/Reports

- CEM Cooley reported on Federal TEA projects. Documentation is needed with 5 or 6 bullet points. He will discuss this with CEM Budge.
- CEM McGarvey noted the COPS bill was signed by the President. It will be learned later re: assignment of money to be used for law enforcement.
- CEM Budge noted Mr. Perry Sims is very important to the community; he is working on programs in Lincoln Village.
- CEM Budge reported the Street Beautification Project is getting underway. There will be meetings with CORPAC, Community council and the Chamber. Workshops will follow. The plan will be unveiled in April.
- CEM Roberts reported the Mayors and Board Chair Forum will be held 3/13. He will attend.
- CEM Roberts reported he met today with developers of Sunridge, FCUSD and the Chamber. Ed Short is setting up meeting with EGUSD

board or a 2 by 2 to discuss the issues. CEM Budge noted Elk Grove has big tasks ahead and will probably appreciate the change.

- CEM Roberts noted the County ordinance on adult bookstores was ruled unconstitutional. Supreme Court law can now ban nude dancing but if the establishment was opened before 1998, it can remain open. Jurisdictions are fighting nude dancing based on the health code.
- CEM Sander noted the DA's office is facing cuts. He noted Mr. Sims' hard work with Rancho Cordova, i.e., the retail strip center on Folsom Blvd. That includes Paradise Ice Cream. He would like a statement of support for Mr. Sims be sent to the DA's office. This will be an action item for the next meeting.
- CEM Sander, Budge and Mr. Haven met with Gencorp trying to delineate boundary with carve out.

2. Mike Oliver – Consultant

Consultant Mike Oliver noted he is meeting with John O'Farrell and Karyl Marsh of the county re: county overview of transition. The strategic planning session is March 21; he needs list of issues the Council-elect would like to explore. The majority of the meeting will be strategic planning versus teambuilding.

3. Charles Cate – Interim City Manager

Mr. Cate noted he had a lot of meetings coming up.

4. Staff:

- Mr. Curt Haven, Transition Coordinator, noted there is an RT meeting at Mills on March 4th at 6:30.

XI. Old Business

Mr. Tab Berg of TAB Communications, Inc. reported on the progress of the voter registration drive. There are 432 new registrants. Based on the last meeting's comments, he rebriefed his field operators so they are more knowledgeable and professional. Future events being explored include free tax day, kids days at RCNCfor parents, Doug Ose to do a mailer, meeting with high school seniors, and PSAs. CEM Budge suggested linking to neighborhood websites and attending general community meetings, i.e., RT.

Public Comment

- Julia Pearson of Rancho Cordova suggested immigrant outreach. Mr. Berg noted there will be meetings at the RCNC, Doug Ose's citizenship program and local churches.

- Ynez Reyes of the RCNC suggested targeting the senior class as most are eligible voters. Her organization will be setting up a voter information booth at kids day.
- Olivia Anders, volunteer extraordindaire of Rancho Cordova suggested working with the League of Women Voters and retaining translators.

XII. New Business

1. CEM Roberts reported he received a call from Eppie Johnson requesting proclamation endorsing the Great Race in July. CEM Cooley was informed that he will be completing the kayaking portion of the race on the Council-elect's team.

XIII. Adjournment

There being no further business, upon a motion by CEM Budge, seconded by CEM Sander, the meeting was adjourned at 9:03 p.m. until March 17, 2003, at 3121 Gold Canal.

David Roberts, Chairperson

ATTEST:

Secretary

City of RANCHO CORDOVA

CITY COUNCIL ELECT AGENDA

Regular Meeting
Monday March 17, 2003
6:30 P.M.
City Council Chambers
3121 Gold Canal Drive
Rancho Cordova, CA
www.cityofranchocordova.org

Opening Matters

Call to Order/Roll Call
Pledge of Allegiance—Please Remain Standing
Invocation by a Member of the Rancho Cordova Ministerial Association
Approval of Agenda
Approval of Minutes: February 24, 2003, March 3, 2003

Council Announcements / Presentations

Oral Communications-Public Comment

Citizens wishing to address the Council Elect for any matter not on the agenda may do so at this time. If you wish to be heard on a listed agenda item, please wait until that point on the agenda. Please keep your comments to three minutes or less. Please state your name and community of residence.

Under the provisions of the California Government Code, the City Council is prohibited by law from discussing or taking immediate action on any unagendized item unless it can be demonstrated to be an emergency nature or the need to take action arose after the posting of the agenda.

Special Presentation

1. Senator Rico Oller --Legislative Update

2. Ron Suter—County of Sacramento Department of Regional Parks, Recreation and Open Space---Update on Master Plan

Unfinished Business

3. Proposed Agreement with the Rancho Cordova Chamber regarding payment for services rendered to the Council Elect from December 9, 2002 through February 28, 2003 to date and for services and support to be provided on a monthly basis through June 30, 2003.

4. Council discussion regarding options for continuance of the Sacramento County District Attorney Community Outreach Program in Rancho Cordova.

New Business

5. Report and recommendation regarding recruitment of permanent City Manager.

6. Request for policy direction regarding plans for creating a city logo for Rancho Cordova.

7. Consideration of Amicus Support for City of Burbank-Rubin v. City of Burbank.

8. Council discussion regarding appointment of Council Ad-Hoc Committees.

City Council Reports

Requests for Future Agenda Items

City Manager's Report

Adjournment

Upcoming Meeting Dates: March 21, 2003—Strategic Planning Workshop
April 7, 2003---- City Council Elect Meeting

Assistance for the Disabled: If you are disabled in any way and need accommodation in order to participate in the meeting, please call Curt Haven, collect at (916) 361-8700

Rancho Cordova's Building Safety Division
DRAFT

March 14, 2003

TO: Anthony Pescetti

FROM: Ed Short, BID Manager

SUBJECT: **3121 Gold Canal Dr.—Site Inspection for Disabled Access Compliance**

History/Background:

3121 Gold Canal Dr.
Original building permit issued December 5, 1985

It is important to understand that under the California Building Code (CBC), Title 24 Part 2 section 1134B, existing buildings need not meet all accessibility provisions of the current code. Only certain accessible elements are subject to upgrades and then, only when there is a "Cost of Construction". The elements are as follows:

- An accessible entrance.
- An accessible route to the altered area.
- At least one accessible restroom for each sex.
- Accessible telephones.
- Accessible drinking fountains.

When possible, additional accessible elements such as parking, storage and alarms.

In this case, there is no cost of construction (no construction work) unless repairs or alterations to the building are intended. Re-roofing is specifically excluded from triggering accessibility upgrades.

Important: *The CBC does not encompass Americans with Disabilities Act (ADA) entirely, and this study does not reflect the ADA/CBC discrepancies. . The ADA was signed into law July 26, 1990.*

Exterior:

1. There is no site access to this parcel from public transportation stops. CBC 1114B.1.2.
2. The accessible parking stalls appear to exceed 2% slope in some areas due to asphalt surface anomalies. CBC1129B.4, #4.
3. The Van-accessible stall is located on the wrong side of the striped access aisle. CBC1129B.4, #2; CBC1129B.5.
4. The accessible parking stalls should be re-painted. CBC1129B.4; CBC1129B.5.
5. The parking lot entry sign does not list the address where towed vehicles can be reclaimed. CBC1129B.5.

Entrances/exits:

North face of building, East exit:

1. The threshold appears to exceed the maximum height of ½ inch. Any abrupt change between 1/4" and 1/2" must have a slope no greater than 1:2. CBC1133B.2.4.1.
2. The landing is OK.
3. The curb ramp slightly exceeds the maximum allowable slope of 1:12. CBC1127B.5, #3.
4. The curb ramp is lacking the 12 inch wide grooved border. CBC1127B.5, #7.

North face, West exit:

1. The threshold appears to be OK.
2. The landing exceeds the maximum allowable slope of 2%. 1127B.5, #4;
3. The curb ramp slope is approximately twice the maximum allowable slope of 1:12. CBC1127B.5, #3.
4. The curb ramp is lacking the 12 inch wide grooved border. CBC1127B.5, #7.

West face, main exit:

1. The threshold appears to exceed the maximum height of ½ inch. Any abrupt change between 1/4" and 1/2" must have a slope no greater than 1:2. CBC1133B.2.4.1.
2. The landing is OK.
3. The curb ramp slightly exceeds the maximum allowable slope of 1:12. CBC1127B.5, #3.
4. The curb ramp is lacking the 12 inch wide grooved border. CBC1127B.5, #7.

5. If the main entry doors will be signed, tactile signage must also be installed immediately adjacent to the door at 60" above grade. 1117B.5.8.1.2.

Signage:

1. Generally, any room that will be signed must have accessible signage as well. CBC1117B.5.1.

Interior counters and doors:

1. Reception counter requires a minimum 36" wide section of counter at +28" to +34" above finish floor unless no transactions, sign ins, etc. are performed here. CBC 1122B.4.

2. The Storage room serving the Reception area lacks 18 inches of strike-side clearance for a distance of 60" away from the door on the swing side. CBC 1133B 2.4.2; CBC 1133B.2.4.3.

3. The corridor side landing serving the Board Room exit door on the North wall is slightly less than the required 60", swing-side requirement. CBC 1133B 2.4.2; CBC 1133B.2.4.3.

4. The Break rook counter encroaches into the required 18 inches of strike-side clearance for the break room door. CBC 1133B 2.4.2; CBC 1133B.2.4.3.

5. The Break room counter must be at + 28" to +34" above finish floor. CBC 1122B.4.

The Boardroom:

1. The boardroom requires "assistive-listening" devices for the hearing-impaired. There must be at least 2 devices or 4 percent of the seating whichever is greater. CBC 1104B.2.

2. The boardroom must be signed with the international symbol of access for hearing loss and wording that states "Assistive-listening System Available". CBC1104B.2 #4.

3. The Boardroom counter obstructs the required 48" push-side landing for the exit door on the South wall. CBC 1133B 2.4.2; CBC 1133B.2.4.3.

4. The boardroom requires seating locations for four wheelchairs. Each must be located adjacent to a standard companion seat. CBC1104B.3

Restrooms:

1. Complying restroom door signage is required for each restroom; the existing signs do not comply. CBC1115B.5. A tactile sign is also required on the latch side adjacent to the door at 60" above the floor. CBC1117B.5.1.

2. The back grab bar must be centered on the water closet. CBC115B.8.1.

3. The side grab bar must be placed so the bar extends 24" beyond the front of the water closet. CBC115B.8.1.

4. A partition head rail in the Men's accessible stall provides less than 80" of headroom. CBC1133B.8.6.1; CBC1133B.8.6.2.

5. Water closet location must be 18" from the wall to centerline of the bowl. CBC 1115B.7.1, #3.

6. "No Grasp" hardware for the accessible stalls in the restrooms.

7. Repair/adjust/replace self-closers on accessible stall doors.

8. Install "U"-pulls on both accessible stall doors.

9. Water closet seat height exceeds 19" above floor.

Shower:

1. The shower requires a seat. CBC1115B.6.2.4.5.

2. The hand-held showerhead needs repair.

REIMBURSEMENT AGREEMENT BETWEEN THE CITY OF RANCHO CORDOVA AND THE RANCHO CORDOVA CHAMBER OF COMMERCE

This Agreement is made and entered into as of the 17th day of March, 2003, by and between the City of Rancho Cordova ("City"), a municipal corporation, and the Rancho Cordova Chamber of Commerce ("Chamber" and collectively "Parties").

RECITALS

A. From December 9, 2002, until February 28, 2003, the Rancho Cordova Chamber of Commerce provided the City of Rancho Cordova with office space, access to office equipment and supplies, and administrative assistance for purposes of assisting the City in carrying out the official business of the City. During that period of time, the Chamber did not charge, nor did the City reimburse the Chamber for, any of the expenses incurred by Chamber in providing the office space, supplies, or personnel.

B. The City now desires to reimburse the Chamber for the costs associated with the use of the office space, supplies, and Chamber personnel between December 9, 2002, and February 28, 2003.

C. The City and the Chamber also desire to maintain their current operating arrangement until June 30, 2003. To that end, the City and the Chamber desire to create an arrangement for the City's ongoing reimbursement of costs to the Chamber for the City's continued use of office space, supplies and Chamber personnel.

AGREEMENT

Section 1. Reimbursement.

1. City shall pay Chamber Seventeen Thousand Eight Hundred Twenty-Three Dollars ($17,823.00) to reimburse Chamber for all operating costs and expenses incurred by Chamber in the course of providing City with office space, office equipment and supplies, and administrative assistance between December 9, 2002, and February 28, 2003 ("Reimbursement"). City and Chamber agree that the Reimbursement shall be sufficient to reimburse Chamber for all operating costs and expenses incurred by Chamber including, but not limited to, utility costs, administrative overhead, and employee salaries. Chamber shall make no additional claims upon City relating to operating costs or expenses incurred by Chamber during the period of time beginning December 9, 2002, and ending February 28, 2003.

2. City shall pay Chamber the Reimbursement within thirty (30) days of the execution date of this Agreement.

City of RANCHO CORDOVA

MEMORANDUM

DATE: March 11, 2003

TO: City Council Elect

FROM: Interim City Manager

SUBJECT: Agreement for Services with the Rancho Cordova Chamber of Commerce.

BACKGROUND INFORMATION

On December 9, 2003 you asked Mr. Curt Haven to act as Transition Coordinator for the Rancho Cordova City Council Elect. During this period he has carried out all activities necessary to perform services as required by the City Council. For example: preparing meeting agendas, scheduling and arranging rooms for City Council meetings, coordinating activities with other selected consultants and volunteers, assisting in meetings with service providers, preparing resolutions, letters, request for proposals and other written items on behalf of the City Council elect, coordinating activities with the County of Sacramento and other agencies in the region as well as performing any other specific activities as directed by the City Council Elect.

Mr. Haven is also the CEO of the Rancho Cordova Chamber of Commerce and with the support of the Rancho Cordova Chamber of Commerce Board of Directors has provided office space, phones, e-mail, computers, etc. and office staff to support him in carrying out his responsibilities to the City Council.

On February 17 the Council reviewed a proposal by Mr. Haven. As I understood it, you requested certain revision including the request that the agreement should be between the city and the chamber. Attached is a copy of the proposed agreement as prepared by the City Attorney. Basically it provides for compensation at a level of $6500 a month, which is the amount recommended by the Chamber President and Treasurer and appears to be a fair portion of the monthly expenses to run the Chamber offices, which averages $15,000 a month.

RECOMMENDATION

It is my recommendation that the City Council elect execute the attached agreement with the Rancho Cordova Chamber of Commerce, which provides for a lump sum payment for the services provided during the period of December 9, 2002 through February 28, 2003. Further, since the Chamber Board has agreed to provide the Interim City Manager with office space, phone, e-mail, a computer, assistance with the Chamber Administrative Assistant and continued assistance from Mr. Haven, the agreement proposes the same $6500 a month level of compensation to the Chamber for the period from March 1, 2003 through June 30 2003.

SUGGESTED MOTION

I move that the Rancho Cordova City Council Elect approve the attached agreement with the Rancho Cordova Chamber of Commerce for services rendered from December 9, 2002 to February 28, 2003 and that the agreement continue on a month to month basis thereafter through June 30, 2003.

Charles R. Cate

MEMORANDUM

DATE: March 11, 2003

TO: City Council Elect

FROM: Interim City Manager

SUBJECT: Agreement for Services with the Rancho Cordova Chamber of Commerce.

BACKGROUND INFORMATION

On December 9, 2003 you asked Mr. Curt Haven to act as Transition Coordinator for the Rancho Cordova City Council Elect. During this period he has carried out all activities necessary to perform services as required by the City Council. For example: preparing meeting agendas, scheduling and arranging rooms for City Council meetings, coordinating activities with other selected consultants and volunteers, assisting in meetings with service providers, preparing resolutions, letters, request for proposals and other written items on behalf of the City Council elect, coordinating activities with the County of Sacramento and other agencies in the region as well as performing any other specific activities as directed by the City Council Elect.

Mr. Haven is also the CEO of the Rancho Cordova Chamber of Commerce and with the support of the Rancho Cordova Chamber of Commerce Board of Directors has provided office space, phones, e-mail, computers, etc. and office staff to support him in carrying out his responsibilities to the City Council.

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SUGGESTED MOTION

I move that the Rancho Cordova City Council Elect approve the attached agreement with the Rancho Cordova Chamber of Commerce for services rendered from December 9, 2002 to February 28, 2003 and that the agreement continue on a month to month basis thereafter through June 30, 2003.

Charles Cate

Charles R. Cate

City of RANCHO CORDOVA

Memorandum

DATE: March 13, 2003

TO: City Council Elect

FROM: Interim City Manager

SUBJECT: Report and recommendation regarding recruitment of permanent City Manager

BACKGROUND INFORMATION

One of my top priorities is to assist the Council in the recruitment and selection of a permanent City Manager. The process always takes longer than projected, and even after selection, there is lag time until the new manager can re-locate. Therefore, time is of the essence.

We have received proposals from three of the top public sector search firms in California that are located in the Sacramento area. The three firms are: Shannon Executive Search, Bob Murray and Associates, and The Davis company. Rather than send out an RFP, (and there are only a few other public search firms in the state) I would propose that we proceed with interviewing the three firms listed above. The Council can then quickly make a decision to retain one of those firms, and we can begin the search process in the near future

RECOMMENDATION

I recommend that the Council authorize me to contact the search firms listed above to finalize their proposals to the City, and to set up a council interview of all three firms in the near future. I would request that the Council agree on a date for the interviews at your March 17 meeting.

SUGGESTED MOTION

I move that we authorize the Interim City Manager to proceed as recommended.

Charles R. Cate

Charles R. Cate

AGENDA ITEM 5

CITY OF RANCHO CORDOVA

Minutes of Meeting of The City Council-Elect
March 3, 2003

The Regular Meeting of the City Council-Elect of the City of Rancho Cordova was held on Monday, February 24, 2003 at the City Council Chambers. Chairperson (of the Committee) of the Council-Elect Dave Roberts called the meeting to order at 6:35 p.m.

I. Roll Call

Council-elect members (CEM) present were Dave Roberts, Linda Budge, Bob McGarvey, Ken Cooley and David Sander. Staff present included Transition Coordinator Curt Haven, Volunteer Staff Phil Carter, City Attorney Steve Meyers, Consultant Mike Oliver, and Clerk Patty O'Connor.

II. Pledge of Allegiance

The Pledge of Allegiance was conducted.

III. Invocation

The Invocation was led by Steve Crow of the Rancho Cordova Ministerial Association.

IV. Approval of Agenda

Upon a motion by CEM Budge, seconded by CEM Sander, it was approved 5-0 to adopt the agenda as presented.

V. Legislative Update: Senator Rico Oller: This item was tabled due to illness.

VI. Public Opportunity to Address the Council on any issue not on the agenda, within the City's subject-matter jurisdiction:

- Matthew Cummings of Lincoln Village updated the Council-elect on the progress being made in his area re: the liquor stores. He has filed a complaint with the ABC and is working with Mr. Perry Sims, the County Prosecutor.

VII. COUNCIL RECOGNITIONS:

The following were recognized by the City Council-Elect for their support in recent months:

a. Sacramento Metro Fire (Resolution #2003-03): Dennis Plesis and his staff of Sac Metro Fire were recognized for their donation and work on the new City Council Chambers. Gary Murgartegui was an integral part of this project. Lt. Plesis welcomed the new city and presented the key and plaque to 3121 Gold Canal Drive. The resolution acknowledged the appreciation of the Council-elect of the generosity and support of Sac Metro Fire.

b. Mills Middle School (Resolution #2003-04): Thank you to Principal Dennis Williford and his janitorial staff for the use of their cafeteria for January meetings.

c. Sacramento County Office of Education (Resolution #2003-05): Thank you to Board President Brian Cooley For the use of their meeting room for the February meetings.

d. Sisler and Sisler Construction (Resolution #2003-06): For their hard work renovating the new Council Chambers (not here to accept resolution)

e. Mr. Ed Short, Sacramento County Building Inspections (Resolution #2003-07): For his work in making sure the new Council Chambers were up to standards.

VIII. <u>WORKSHOP – Sacramento County Transportation and Air Quality Collaborative</u>

Scot Mende, Assistant Director of the Sacramento Transportation and Air Quality Collaborative, presented an overview and progress of the collaborative to the Council-elect. They are one year into the five-year process with long-range purpose. The process begins with education and envisioning and includes negotiations and development/implementation of a plan (expected 2003-2006). There are various stakeholders and jurisdictions including government, businesses, community interest groups, etc. The County is paying for Rancho Cordova's share until July of 2004. It was stressed that cooperation is needed by all to make improvements in air quality and congestion. The collaborative model is a win/win situation. They are working on passage of Measure A for the 2004 ballot which is a renewal of - not new - transportation sales tax. A two-thirds vote is required.

- CEM Budge asked for clarification of the sponsor agencies. There are 10 – 5 regional, 4 cities, and 1 local. Cal Trans is in kind.
- CEM Budge noted Rancho Cordova has been studied by index model in the past and it may be able to utilize those.
- CEM Roberts suggested a breakdown of where Measure A funds will be spent. Mr. Mende agreed and a draft expenditure budget will be prepared.
- CEM Roberts noted the structure of representation must ensure each entity has a voice.
- CEM McGarvey asked about the number of meetings. Mr. Mende noted it will change depending on the issue at hand.
- Mr. Meyers asked if they were modeling after another community? Mr. Mende reported not likely as there are more discreet projects but not on this large of a scale to follow.

- Dennis Dunn, community member of the collaborative, noted the group is a very collaborative effort. Measure A is important to a lot of projects, in providing seed money that could lead to more money.
- CEM Cooley noted Measure A is a dedicated source of funding to transportation. It is very important – all have a huge stake.

Public Comment:

- Harry Madden of Rancho Cordova asked about the amount of the tax? It is ½ cent from sales tax.

IX. Consent Matters

1. Minutes of Meeting of February 24, 2003: This matter was tabled until the next meeting.

X. Action Items

1. Discussion and Consideration of Approval of Agreement with Meyers Nave for Legal Services: Consultant Mike Oliver presented the overview of the proposed agreement with Meyers Nave. It is a standard agreement. Steven Meyers will be the main attorney, Adam Lungren will be his assistant. The firm will be offering a full range of services; probably 99% of what is required. Rates are categorized as normal services, specialized services and reimbursables. There will be a separate itemization. There will be an annual review by the Council.

    - CEM Roberts noted it is a very thorough agreement.
    - CEM Sander asked about the first year costs; the comprehensive financial analysis projected $550,000. Mr. Oliver stated there could many unanticipated costs in the first year and is therefore hard to project. The second year will settle down more. He noted litigation runs up costs. The attorney will have to work more than full time for costs to reach $500,000. The number of meetings he is required to attend can increase costs.
    - CEM Cooley noted the contract is very thorough. Precise itemized bills will help.

    Upon a motion by CEM Budge, seconded by CEM McGarvey, it was voted by a 5-0 roll call vote to approve the agreement with Meyers Nave for legal services.

    Mr. Meyer thanked the City of their vote of approval and is looking forward to a good relationship.

2. Discussion and Consideration of Approval of Agreement with Charles Cate for Interim City Manager Services: Consultant Mike Oliver presented the overview of the proposed contract with Charles Cate for Interim City Manager. His position will be from the present until September as interim. He will be paid $72/hour, plus benefits and a housing allowance of $1,000. He will be available five days a

week, 40 hours/week with no pay for overtime. He will perform the duties as assigned by the Council. He is now working out of the Chamber of Commerce offices. Mr. Cate has a good reputation and the Council-elect and staff are looking forward to a smooth transition.

- CEM Sander asked if payment will be deferred? Mr. Oliver stated it would not and interim financing should be available soon.
- CEM Cooley noted Mr. Cate has a lot of experience for this difficult job of getting the new city going.

PUBLIC COMMENT

- Danielle Adams of Lincoln Village asked why the City was paying for Mr. Cate's housing? CEM Roberts noted this is standard practice as Mr. Cate is coming here only on an interim basis and making the sacrifice to leave his family.

Upon a motion by CEM Cooley, seconded by CEM Budge, it was voted by a 5-0 roll call vote to approve the agreement with Mr. Charles Cate for interim city manager services.

3. Discussion and Consideration of Forming an Inaugural Committee: There is only four months to go before incorporation and CEM McGarvey would like to form a committee to plan the festivities. CEM Sander and Budge are on the 4th of July Committee and will help coordinate with the inauguration. Upon a motion by CEM Cooley, seconded by CEM Budge, it was voted 5-0 to form an inaugural committee with citizen participation.

X. Reports

1. Council Member Comments/Reports

- CEM Cooley reported on Federal TEA projects. Documentation is needed with 5 or 6 bullet points. He will discuss this with CEM Budge.
- CEM McGarvey noted the COPS bill was signed by the President. It will be learned later re: assignment of money to be used for law enforcement.
- CEM Budge noted Mr. Perry Sims is very important to the community; he is working on programs in Lincoln Village.
- CEM Budge reported the Street Beautification Project is getting underway. There will be meetings with CORPAC, Community council and the Chamber. Workshops will follow. The plan will be unveiled in April.
- CEM Roberts reported the Mayors and Board Chair Forum will be held 3/13. He will attend.
- CEM Roberts reported he met today with developers of Sunridge, FCUSD and the Chamber. Ed Short is setting up meeting with EGUSD

board or a 2 by 2 to discuss the issues. CEM Budge noted Elk Grove has big tasks ahead and will probably appreciate the change.

- CEM Roberts noted the County ordinance on adult bookstores was ruled unconstitutional. Supreme Court law can now ban nude dancing but if the establishment was opened before 1998, it can remain open. Jurisdictions are fighting nude dancing based on the health code.
- CEM Sander noted the DA's office is facing cuts. He noted Mr. Sims' hard work with Rancho Cordova, i.e., Paradise Ice Cream. He would like a statement of support for Mr. Sims be sent to the DA's office. This will be an action item for the next meeting.
- CEM Sander, Budge and Mr. Haven met with Gencorp trying to delineate boundary with carve out.

2. Mike Oliver – Consultant

Consultant Mike Oliver noted he is meeting with John O'Farrell and Karyl Marsh of the county re: county overview of transition. The strategic planning session is March 21; he needs list of issues the Council-elect would like to explore. The majority of the meeting will be strategic planning versus teambuilding.

3. Charles Cate – Interim City Manager

Mr. Cate noted he had a lot of meetings coming up.

4. Staff:

- Mr. Curt Haven, Transition Coordinator, noted there is an RT meeting at Mills on March 4th at 6:30.

XI. Old Business

Mr. Tab Burd of TAB reported on the progress of the voter registration drive. There are 432 new registrants. Based on the last meeting's comments, he rebriefed his field operators so they are more knowledgeable and professional. Future events being explored include free tax day, kids days at RNCN for parents, Doug Ose to do a mailer, meeting with high school seniors, and PSAs. CEM Budge suggested linking to neighborhood websites and attending general community meetings, i.e., RT.

Public Comment

- Julia Pearson of Rancho Cordova suggested immigrant outreach. Mr. Burd noted there will be meetings at the RCNC, Doug Ose's citizenship program and local churches.
- Ynez Reyes of the RCNC suggested targeting the senior class as most are eligible voters. Her organization will be setting up a voter information booth at kids day.

- Olivia Anders, volunteer extraordindaire of Rancho Cordova suggested working with the League of Women Voters and retaining translators.

XII. New Business

1. CEM Roberts reported he received a call from Eppie Johnson requesting proclamation endorsing the Great Race in July. CEM Cooley was informed he will be completing the kayaking portion of the race on the Council-elect's team.

XIII. Adjournment

There being no further business, upon a motion by CEM Budge, seconded by CEM Sander, the meeting was adjourned at 9:03 p.m. until March 17, 2003, at 3121 Gold Canal.

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David Roberts, Chairperson

ATTEST:

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Secretary

CITY OF RANCHO CORDOVA

Minutes of Meeting of The City Council-Elect
February 24, 2003

The Regular Meeting of the City Council-Elect of the City of Rancho Cordova was held on Monday, February 24, 2003 at The Sacramento County Office of Education. Chairperson (of the Committee) of the Council-Elect Dave Roberts called the meeting to order at 6:33 p.m.

I. **Roll Call**

Council-elect members (CEM) present were Dave Roberts, Linda Budge, Bob McGarvey, Ken Cooley and David Sander. Staff present included Transition Coordinator Curt Haven, Volunteer Staff Phil Carter, City Attorney Steve Meyers and Clerk Patty O'Connor.

II. **Pledge of Allegiance**

The Pledge of Allegiance was conducted.

III. **Invocation**

The Invocation was led by Becky Goodwin of Rancho Cordova Ministerial Association.

IV. **Approval of Agenda**

Upon a motion by CEM Budge, seconded by CEM Sander, it was approved 5-0 to adopt the agenda as presented.

V. **Public Opportunity to Address the Council on any issue not on the agenda, within the City's subject-matter jurisdiction**:

- Matthew Cummings of Lincoln Village addressed his concerns over the many liquor stores in Lincoln Village. He asked what steps the Council was willing to take. He suggested limiting permits, increasing police coverage and rezoning. CEM Roberts encouraged Mr. Cummings and the community to participate in CORPAC and other local commissions to raise these issues and others. CEM Sander noted the permits are on a state level and local government may not have much of a say, but they can look into rezoning. CEM Budge suggested lodging complaints with the ABC and Sheriff to make a paper trail/history and when the permit does come up for renewal this will be looked at. Captain Anderson noted this issue will need long term solutions. POP Officer Joe Miller has been assigned to the area and officers can now cite for open container. This will reduce loitering. CEM Budge noted there are planning tolls available to businesses to discourage this disruptive behavior.

- Valerie Moore of Lincoln Village noted the area had been quieter since the last meeting but is still loud on the weekends.
- Dennis Dunn, the Council representative on the Transportation and Air Quality Collaborative noted his committee is working on Measure A and needs to do community outreach. CEM Budge suggested he contact Jeff Gamel for local contacts. She also asked the link be put on the City's website for further information. Mr. Carter will work with Mr. Dunn and Captain Anderson on the community outreach contacts.
- Rebecca Sloan from FCUSD reported on Team 2003 – Aim High/Score High. She thanked the Council-elect members for their support in attending assemblies at local schools.
- Jessie Espinosa of Lincoln Village asked if the library was in the City boundaries. No it is not.

VI. **<u>WORKSHOP – Sacramento Regional County Sanitation District</u>**

Bob Shanks and his assistant Terry Mitchell made a presentation to the Council re: Governance Structure. His agency is in charge of conveyance, treatment and disposal of wastewater for the Sacramento Region. The current governing structure on the board is each incorporated city (despite population) has one seat on the Board and each county supervisor has one vote. A subcommittee was formed which has recommended a draft framework of Board composition to be one member per 100,000 in each incorporated city plus the board of Supervisors retains each of their seats. This would result in the City of Sacramento having four votes, not one. CEM Cooley noted #7 was not a good representation of the region; #6 is better if change is needed. CEM Roberts was concerned about the effect on other organizations, i.e., SACOG and STA, as setting a precedent and using as a model. CEM Budge questioned the legality of a weighted vote. CEM Sander also expressed his concern about #7 and felt #6 was a better compromise. Mr. Shanks noted his agency is now presenting the draft to jurisdictions for their input. If there is no agreement on the options it will continue to be discussed. No action is required tonight, but a future agreement may need resolution. CEM Budge asked about the economic development credits for remodeling along Folsom Boulevard. Mr. Shanks noted this is an open issue and Rancho Cordova should make a request/issue for additional credits.

VII. **<u>Consent Matters</u>**

1. <u>Minutes of Meeting of February 17, 2003:</u> Upon a motion by CEM Budge, seconded by CEM McGarvey, the minutes of February 17, 2003 were approved by a 5-0 vote.

VIII. **<u>Action Items</u>**

1. <u>Resolution Recognizing February 24, 2003 as "Spay Day USA 2003"</u>: Pat Wilcox presented Resolution #2003-2 to the Council-elect recognizing February 24, 2003 as "Spay Day USA 2003". Over 56% of animals at the shelter have to be euthanized. Spaying will reduce the future city's costs by reducing the number of

3. Staff Report:

   Mr. Curt Haven, Transition Coordinator, presented the following report:

   - Presented action plan matrix – Council input requested.
   - The March 3rd meeting will be held at 3121 Gold Canal.
   - TAB Started last weekend.

4. City Attorney:

   Attorney Steve Meyers reported he has prepared a legal opinion to give to banks for interim financing if agreement with County does not come through.

5. Captain Anderson

   Captain Anderson reported he attended the Sacramento Operational Area Council re: terrorism and threat levels. The Council-elect will be invited to attend the Sheriffs Community Advisory Board.

X. **Old Business**

1. CEM Budge expressed her concerns over the voter registration drive. She encountered then over the weekend and noted their information was inaccurate, and questioned their level of professionalism.
2. CEM Budge asked about Metro Cable presentations? It has not been arranged as of yet.

XI. **New Business**

1. It was noted Congressman Matsui's office has advised the Council there are taxes available for projects in the City. Basically, taxes we have paid to Washington are coming back to us. Folsom Boulevard projects and bicycle access across Highway 50 were suggested.

XII. **Adjournment**

There being no further business, upon a motion by CEM Budge, seconded by CEM McGarvey, the meeting was adjourned at 9:00 p.m. until March 3, 2003, at 3121 Gold Canal.

____

David Roberts, Chairperson

ATTEST:

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Secretary

City of Rancho Cordova

MEETING OF THE CITY COUNCIL-ELECT

Cordova Recreation Park District Board Room
2197 Chase Boulevard
Rancho Cordova, CA 95670

Monday, December 9, 2002 6:30 p.m.

Page **AGENDA**

I. Call Meeting to Order

II. Pledge of Allegiance

III. Invocation

IV. Approval of Agenda

V. Public Opportunity to Address the Council on any issue not on the agenda, within the City's subject-matter jurisdiction

VI. Consent Matters
1. Approval of minutes of meeting of Thursday, Nov. 9, 2002

VII. Action Items
1. Recognize Eagle Scout Derek Wichmann
2. Consider appointment of City Manager
3. Consider appointment of City Attorney

VIII. Information Items
1. Reports
   a. Council Members
   b. Staff
   c. Guest

IX. Old Business

X. New Business

XI. Adjourn to Meeting of Monday, Jan.6, 2003

Assistance for the Disabled: If you are disabled in any way and need accommodation in order to participate in the meeting, please call Ann Siprelle collect, at (916) 325-4000. **(Note: this is a new Brown Act requirement as of Jan. 1, 2003. Should the contact person be Curt Haven or Anthony Pescetti, rather than our office?)**

Certification of Posting

I certify that on ________________, 2002, I posted a copy of the foregoing Agenda at the meeting place of the Rancho Cordova City Council-Elect and at the following: locations:

1. Rancho Cordova Chamber of Commerce
   3328 Mather Field Rd.
   Rancho Cordova, CA 95670

2. Sacramento County Sheriff's Department
   Rockingham Station, East Division
   1031 Rockingham Drive
   Rancho Cordova, CA 95670

Said posting occurred at least 72 hours in advance of the meeting of the Council-Elect. (Government Code Section 54954.2.)

Executed at Rancho Cordova, California, on ______________, 2002.

CURT HAVEN

CITY OF RANCHO CORDOVA

Minutes of Meeting of The City Council-Elect
December 9, 2002

The Regular Meeting of the City Council-Elect of the City of Rancho Cordova was held on Monday, December 9, 2002, at Mills Middle School. Chairperson-elect Dave Roberts called the meeting to order at 6:35 p.m.

I. Roll Call

Councilelect members (CEM) present were Dave Roberts, Linda Budge, Bob McGarvey, Ken Cooley and David Sander. Staff present were Curt Haven and Phil Carter.

II. Pledge of Allegiance

The Pledge of Allegiance was led by Scout Troop 363 of Rancho Cordova. Tom Connolly of the VFW was recognized. He noted he was proud to be working with the new city and Council.

III. Invocation

The Invocation was led by Pastor Chuck Meyer of the United Methodist Church.

IV. Approval of Agenda

Upon a motion by CEM Budge, seconded by CEM Cooley, it was approved 5-0 to adopt the agenda as presented.

V. Public Opportunity to Address the Council on any issue not on the agenda, within the City's subject-matter jurisdiction:

Public Comment:

- Robert Smith of Rancho Cordova asked for the podium to be moved more towards the center.
- Robert Smith of Rancho Cordova asked if city employees were required to live in the city? (Sander-No). He also asked about the police duties. He was referred to Captain Anderson.
- Steve Yost of Rancho Cordova stated he was excited about cityhood and asked the Council to set an example for the residents and welcome our troops back.

being made. The County's goal is to draw upon assets and make the transition seamless.

- CEM Roberts asked about the availability of status reports of county projects in Rancho Cordova. Mr. O'Farrell reported his staff will prepare a written report and meet with the Council. This will happen in a couple of months.

- CEM Sander asked if they used a 2 x 2 process. Mr. O'Farrell stated not all the time. The Council agreed it is better to have all parties involved rather than a 2x2 format.

- CEM Budge noted long term projects need a game plan to move forward. All agreed.

IX. <u>**Old Business**</u>

1. <u>Web Site</u>: Mr. Haven reported on the website and presented samples. The new address is: cityofranchocordova.org. It is important to get it up and going. It will start basic and evolve into a useful tool. All email will be forwarded to Mr. Haven. It was suggested contact information, the agenda and minutes be included on the website. PMC has donated the site.

   <u>Public Comment</u>:

   - Bob Barbeau of Rancho Cordova owns a web design company and would like to place a bid in the future for the further development of the website.

2. <u>Sac Metro Fire Building</u>: Mr. Haven reported on the Sac Metro Fire Building room as offered for future meetings of the Council. He noted there was hard work ahead and it will not happen overnight. There are issues for AD

CITY OF RANCHO CORDOVA

December 11, 2002

Dear Council members:

I have registered you for the League of California Cities Mayors and Council Members Institute January 8-10. You have been "comp" by Mr. Terry Dugan Director of Education at the League. Enclosed is the itinerary and information. I hope you find it a rewarding and educational opportunity.

Sincerely,

Curt Haven
Director RC City Transition Team

December 5, 2002

Mr. Terry Schutten
County Executive
Sacramento County

Dear Mr. Schutten:

The City Council –Elect of the new City of Rancho Cordova has asked me to invite you to our next City of Rancho Cordova, City Council –Elect meeting December 9, 6:30 at Mills Middle School 10439 Coloma Road, Rancho Cordova.

On our agenda is an action item to discuss the transition team the Council –Elect will put together and how that team will communicate with the County of Sacramento. The Council –Elect will like to have a representative from the County attend, to begin creating the process and relationship between the new City of Rancho Cordova and Sacramento County.

I realize that this is short notice and hope you or a representative will attend. We hope that through this planning process Rancho Cordova will continue to have a positive and successful relationship with your office.

Sincerely,

Curt Haven

cc: Supervisor Don Nottolli
Supervisor Roger Niello
Supervisor Muriel Johnson
Supervisor Illa Collin
Supervisor Roger Dickinson
Mr. John O'Farrell

CITY REPRESENTATIVES TO COUNTY BOARDS, COMMISSIONS, AGENCIES, CABINETS & COMMITTEES

ABBREV	TITLE	CONTACT	PHONE	REGULAR MEETINGS	BOARD MEMBERS	TERM EXPIRES	VOTING STRUCTURE	AUTHORITY FOR FORMATION
AQMD	Air Quality Management District Board The Sacramento Metropolitan Air Quality Management District Board of Directors is composed of all five members of the Sacramento County Board of Supervisors, three members of the City Council of the City of Sacramento and one member from the from one of the City Councils of the City of Folsom or the City of Galt or the City of Isleton.	Council member Tom Aceituno 508 Natoma St. #3 Folsom, CA 95630 (916) 985-6486 FAX (916) 985-2132 12/11/00 term ends (until another appt.) Clerk of the Board = 874 4803	874 4803	Last Thursday of the Month 10:00 a.m. at Sacramento County Board of Supervisors Chambers	Total Members=9 • County Board of Supervisors - 5 Members • Sacramento City Council -3 Members • Folsom/Isleton, Galt - 1 Member		1 vote per member	Health & Safety Code § 40100.5A Chapter 2 et seq
	Criminal Justice Cabinet – Sacramento county	Mary Ann Treadaway 700 H Street, Room 7650 Sacramento, CA 95814-1280 916 874 5833 Fax 874 5885	874 5833	Meeting frequency: meet 2nd Thursday every month, Mayors do not participate in Executive Session, only full cabinet = odd months (05/2002) Time: 8:00 – 10:00 am Place: Downtown Court house, Department 46	Honorable Richard K. Park - Chair, Criminal Justice Cabinet Presiding Judge, Superior Court Legislative Delegation - Lou Blanas - Sheriff Penelope Clarke - Administrator, Public Protection and Human Assistance Agency Rick Soares – Mayor, COEG Cheryl Davis - Dir, Human Assistance Paulino Duran - Public Defender Heather Fargo - Mayor, City of Sacto Jim Hunt - Dir, Health & Human Svcs David Meaney - County Superintendent of Schools Jeff Starsky - Mayor, City of Folsom Honorable Roger Niello - Supervisor, 4th District John Perez – Mayor City of Isleton Honorable Kenneth Peterson – Presiding Judge, Juvenile Court Robert Kraude - Mayor, City of Galt Honorable Ronald B. Robie - Judge, Superior Court Joseph A. Sanchez – Dir., Med Sys	Holds same term as office term		1992 by Sac City Council and Sac County Board of Supervisors

CITY REPRESENTATIVES TO COUNTY BOARDS, COMMISSIONS, AGENCIES, CABINETS & COMMITTEES

ABBREV.	TITLE	CONTACT	PHONE	REGULAR MEETINGS	BOARD MEMBERS	TERM EXPIRES	VOTING STRUCTURE	AUTHORITY FOR FORMATION
					Terry Schutten - County Executive Jan Scully - District Attorney Roberta MacGlashan - Mayor, Citrus Heights Verne Speirs - Chief Probation Officer Robert P. Thomas - City Manager Arturo Venegas, Jr. - Chief of Police			
CTC	Cable Television Commission 828 I Street; Room 527 Sac 95814	Paul Hahn Executive Director Contact: Diane G.	874-6661 (Admin. Office) Fax 916 441 3425	1st Thursday of Month, 2:30 p.m. at Sacramento County Board of Supervisors Chambers. For more information see Tab #1.	Total Members=10* • County Board of Supervisors -5* Members • Sacramento City Council - 3 Members • Galt/Folsom/EG City Council - 1 Member • Citrus Heights - 1 Member Muriel Johnson, Supervisor Illa Collin, Supervisor Roger Dickinson, Supervisor Don Nottoli, Supervisor Roger Nielo, Supervisor Robby Waters, Sac City Council Dave Jones, Sac City Council Jimmy Yee, Sac City Council , **Galt**/Folsom/EG Rep James Shelby, Citrus Heights Council Michael Leary, Elk Grove (3/02)	Term dates are same as their terms for elected office	1 vote per member	Joint Powers Agreement among the County of Sacramento and Cities of Folsom, Galt and Sacramento
CSD No. 1	County Sanitation District No.1 Board and Sac. Regional County Sanitation District Secretaries: Jane Golden or Gloria	Marsha Maurer, Chief of Administrative Section of Dept. of District Engineering, County Public Works	875-6728	2nd & 4th Wednesday of Month, 2:00 p.m. at the Sacramento County Board of Supervisors Chambers	Total Members=9 • County Board of Supervisors - 5 Members • Mayor of Each City in County Sanitation District - 4 Members. The 3 cities are Sac, Folsom, Citrus Heights, Elk Grove		1 vote per member except the Chair of the Board of Supervisors has 2 votes, when there are an uneven number of members.	Health & Safety Code § 4730

CITY REPRESENTATIVES TO COUNTY BOARDS, COMMISSIONS, AGENCIES, CABINETS & COMMITTEES

ABBREV	TITLE	CONTACT	PHONE	REGULAR MEETINGS	BOARD MEMBERS	TERM EXPIRES	VOTING STRUCTURE	AUTHORITY FOR FORMATION
LAFCO	Sacramento Local Agency Formation Commission 700 H Street Sacramento 95814	Marilyn Flemmer 916 874 6458	874-6474	1st Wednesday of Month, 5:30 p.m. at the Sacramento County Board of Supervisors Chambers.	Total Members=7 • County Board of Supervisors - 2 Members • Sacramento City Council - 1 Member • Cities within County - 1 Member • Special Districts - 52 Members • Public - 1 Member & 1 alternate per group Christopher Tucker, Public Member John Jachens, Alternate Citrus Heights Roberta MacGlashan Citrus Heights Sophia Scherman, Alternate EG 2/02 Lauren Hammond, Sac City Dave Jones, Alternate Sac City Elliott Mulberg, Special District Charles T. Rose, Alternate Citrus Heights Water District Muriel Johnson, Supervisor Illa Collin, Supervisor Roger Dickinson, Alternate William Porter, Northridge District Charles T. Rose, Alternate Spc Dist	05/02 05/02 05/04 05/03 05/03 05/04 05/05 05/05 05/05 05/05 05/02 05/05 05/03 05/05	1 vote per member	Government Code § 56326.5
RTD	Regional Transit District	Cindy Brooks Clerk to the Board	321-2800 FAX 444-2156	2ND & 4TH Mondays of the Month, 6:30 p.m. at the RT Auditorium, 1400 – 29th St. If Monday is a holiday, then meeting moved to Wednesday.	Total Members=7 • Sacramento City Council - 4 Members • County Board of Supervisors - 3 Members Council has option to appoint non-elected members, but has not done so Steve Cohn, Sac City Dave Jones, Sac City Ray Tretheway, Sac City Bonnie Pannell, Sac City Roger Dickinson, Sac County	12/31/04 12/31/03 12/31/04 12/31/02 12/31/02 12/31/03	1 vote per member	Public Utilities Code § 102000

CITY REPRESENTATIVES TO COUNTY BOARDS, COMMISSIONS, AGENCIES, CABINETS & COMMITTEES

ABBREV	TITLE	CONTACT	PHONE	REGULAR MEETINGS	BOARD MEMBERS	TERM EXPIRES	VOTING STRUCTURE	AUTHORITY FOR FORMATION
					Don Nottoli, Sac County Roger Niello, Sac County	12/31/04		
SACOG	Sacramento Area Council of Governments 3000 S Street, Ste 300 Sacramento 95816	Martin Tuttle, Executive Director Deputy Executive Director Joanne Koegel, Dir. Of Transp. Planning Contact: Rochelle	457-2264	3rd Thursday of Month, 9 a.m. at the SACOG O offices.	Total Members=17 + 1 ex officio • Member County - 1 Member/1 vote • Except Sac County - 1 Member/3 votes or 2 Members/1 ½ votes or 3 Members/1 vote. • City of Sacramento - 1 Member/2 votes or 2 Members/1 vote • Galt, Folsom, Isleton - 1 Member/1 vote Member Cities in Counties other than Sac or Placer - 1 Member from each county/1 vote Joan Bechtel, Sutter County Christopher Cabaldon, Yolo Co Cities Steve Cohn, Sac City Jim Cooper, (EG,Sac County Cities) Tom Cosgrove, Placer County Cities Roger Dickinson, Sac County Rusty Dupray, El Dorado County Heather Fargo, City of Sac David Flory, Yolo County Cities Ted Gains, Placer County Blaudia Gamar, Placer County Cities Sandra Hilliard, Sutter County Cities Bill Hughes, Sac County Cities, CH Muriel Johnson, Sac County Paul McNamara, Yuba County Cities Steve Miklos, Sac Cnty Cities, Folsom Darryl Clare (Galt, Miklos Alternate) Donald Schrader, Yuba Cities Tom Stallard, Yolo County Jody Lonergan, Caltrans District #3 Mike Leary, COEG (Hughes Alternate) *A = serves at pleasure of appointing agency; 4 yr terms	A 01/03 02/05 10/04 01/03 A A 01/05 01/05 A 01/05 01/03 01/03 A 01/03 01/05 A A –	All members have 1 vote each except Sac County Members who have a total of 3 votes for up to 3 people and Sac City Members have a total of 2 votes for up to 2 people.	Joint Powers Agreement among Counties of Sacramento, Sutter, Yolo and Yuba and Cities of Davis, Folsom, Galt, Isleton, Lincoln, Live Oak, Marysville, Rocklin, Roseville, Sacramento, West Sacramento, Wheatland, Winters, Woodland and Yuba City
SACTO	Sacramento Area Commerce &	Barbara Hayes,	441-	Next meeting is May	All 6 regions; about 460+ members,		1 vote per	Non-Profit

CITY REPRESENTATIVES TO COUNTY BOARDS, COMMISSIONS, AGENCIES, CABINETS & COMMITTEES

ABBREV	TITLE	CONTACT	PHONE	REGULAR MEETINGS	BOARD MEMBERS	TERM EXPIRES	VOTING STRUCTURE	AUTHORITY FOR FORMATION
	Trade Organization 980 9th Street Sacramento (Con't) Sacramento Area Commerce & Trade Organization	Exec. Director Board of Directors, Chuck Trainor	2144	14, 12:00 p.m. the location changes each month. The meetings for the remainder of the year have not been determined. Note: Every other month, every third Wednesday, Meetings are held during the months of January, March, May, July, September and November.	Approx. 60 on the board. Members consist of any individual, business, trade association, or public sector entity that supports the purposes of the Corporation and makes a monetary contribution to the Corporation in such sum or sums and upon such date or dates as may be fixed by the Board of Directors. Note: The Nominating Committee selects qualified candidates for election to the Board of Directors & report from committee will be submitted at May meeting. Taken from Bylaws. • Officer Nominating Committee 2001/2002 term Jeanne Reaves Larry Booth Gary Orr Bill Swettenham Ron Robinett • Director-at-large Nominations 2002/2003 David Purser Lynn Pomeroy Sarah Krevans Scott Shelton • Second term 2001-2002 and 2002-2003 Denise Baumbach Tim Cronan Jorge H. Delgado Don Sharp • Continuing Directors at large 2001/2002 Steve Bernard Rich Fiutko Martha Marsh Susumi Sato		member	Corporation

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					Anthony Scotch Brian Strom Elliott Troshinsky Jim Williams • Appointed Directors 2001/2002 Heather Fargo David Solaro Edward "Ted" M. Gaines Don Nottoli Dan Silva Tom Stallard Bill Simmons • Ex-Officio Directors 2001/2002 Karal Cottrell Larry Dicke Norman E. Eilert Dr. Stephen Epler Donald R. Gerth Brice Harris Dave Higgins Edward J. Hurley, MD Diane Miller Kevin M. Ramirez Charles W. Trainor Larry N. Vanderhoef James A. Whillock			
SAFCA	Sacramento Area Flood Control Agency Board 9261 J Street, Suite 424 Sac	Small office handles entire city/county. Contact: Kay C.	874-7606, Clerk of the Board	3rd Thursday of Month, 3 p.m. at County Board of Supervisors Chambers	Total Members=13 County Board of Supervisors - 5 Members • Sacramento City Council - 3 Members • Sutter County Board - 1 Member • American River Flood Control - 2 Members • Reclamation District 1000 - 2 Members		1 vote per member	Joint Powers Agreement among Counties of Sacramento and Sutter, City of Sacramento, American River Flood Control District and Reclamation District No. 1000

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								CA Government Code § 6500 et seq
SCWA	Sacramento County Water Agency 827 7th, Suite 301 Sacramento (Water Supply Information)	Greg Ohanesian Senior Administrative Analyst, Water Resources, Public Works	874-6851	SCWA issues are scheduled during Public Works meetings that are held every Tuesday, beginning at 9 a.m.	Total Members=5 • County Board of Supervisors - 5 Members, make up the governing body, acting ex-officio Members are the Sacramento Board of Supervisors		1 vote per member	California Water Code Appendix Chapter 66
SETA	Sacramento Employment & Training Agency 1217 Del Paso Blvd. Sacramento, CA 95815 At-large Appointment Sophia Scherman	Clerk of the Board Nancy Taggart	263-3827	1st & 3rd Thursday of Month, 10 a.m. at the SETA Office on 1217 Del Paso Blvd.	Total Members=5 • County Board of Supervisors - 2 Members • Sacramento City Council - 2 Members • At-Large - 1 Member Illa Collin, Supervisor Bonnie Pannell, Sac City Councilmember Don Nottoli, Supervisor Sophia Scherman, at-large Robbie Waters, Sac City Councilmember	Effective 07/30/01 2-year term	1 vote per member	Joint Powers Agreement among the County and City of Sacramento
SEC	Sacramento Environmental Commission	Mel Knight Director of Environmental Management Linda Jimenez Secretary to Mel	875-8444	Meetings are monthly, the last Monday of the month. 6:30 p.m. at the Sac City Council Chambers 915 I Street, 2nd Floor; or 6 p.m. at the Environmental Mgmt Dept 8475 Jackson Rd, Ste 204, Sacramento, CA	Total Members=9 All members are citizens appointed by the following groups. None of the elected officials are members of the commission. • County Board of Supervisors - Appoints 5 Members • Sacramento City Council - Appoints 3 Members • Folsom, Isleton, Galt - Appoints 1 Member Carolyn A. Baker, Sac County William Gibson, Sac County	07/13/02 07/13/030	1 vote pr member	Sacramento County Code Chapter 2.135

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					Richard Hunn, Sac County Ronald Kennedy, Sac County Mike Buck, Sac County Thomas Malson, Galt Representative Marjorie M. Namba, Sac City Val Siebal, Sac City Vacant	7/13/04 07/13/04 07/13/03 06/30/02 11/09/01 11/09/02 Unk		
SHRA	Sacramento Housing & Redevelopment Agency 630 I Street Sacramento	Joan Roberts Agency Clerk	440-1363	1st & 3rd Wednesday, 6 p.m. at 600 I St., 1st Floor meeting room	Total Members=11 • County Board of Supervisors - Appoints 6 Members, one must be a resident of the county • Sacramento City Council - Appoints 5 Members of the 5, 1 must come from residents of public housing and must be elderly (62 or older).		1 vote per member	Sacramento County Code Ordinance No. 184 Redevelopment Health & Safety Code § 33000 et seq Housing Authority Health & Safety Code § 34000 et seq
SRCSD	Sacramento Regional County Sanitation District Non-Council At-Large Council Appointment Sophia Scherman	Marsha Maurer, Chief of Administrative Section of Dept. of District Engineering, County Public Works Contact: Gloria	875-6728	2nd & 4th Wednesday of Month, 10 a.m. at the Sacramento County Board of Supervisors Chambers.	Total Members=8 • County Board of Supervisors - 5 members • Mayor of Each City in County Sanitation District - 3 Members (Sac/Folsom/Citrus Heights Roger Dickinson Roger Niello Illa Collin Muriel P. Johnson Don Nottoli Heather Fargo Eric King Roberta MacGlashan Sophia Scherman	 12/2002 12/2004 12/2002 12/2004 12/2002 12/2004 12/2004 12/2004 12/2002	1 vote per member except for the Chair Member from the Board of Supervisors has 2 votes.	Health & Safety Code § 4730
STA	Sacramento Transportation Authority 980 9th Street, Suite 210 Sacramento 95814	Brian Williams, Executive Director Contact: Gloria	323-0080	2nd & 4th Thursday of month, 1:30 pm at the County Board of Supervisors Chambers.	Total Members=12 Heather Fargo, Sac City Mayor Steve Cohn, Sac City Council Bonnie Pannell, Sac City Council		1 vote per member	Public Utilities Code § 4730

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					Lauren Hammond, Sac City Council Muriel Johnson, Sac County Supervisor Roger Dickinson, Sac County Supervisor Don Nottoli, Sac County Supervisor Illa Collin, Sac County Supervisor Roger Niello, Sac County Supervisor Kerri Howell, Council Representative (Folsom, Isleton & Galt) Tim Raney, Council Representative (Citrus Heights) Jimmie Yee, Alternate for Sac City B. Teri Burns, Alternate for R. Dickinson Virginia Moose, Alternate for I. Collin James Shelby, Alternate for Citrus Heights Dan Briggs, COEG 10/4/00 – took ex-officio status 5/02			
SWAC	Solid Waste Advisory Committee	Carl Hauge, Chairman Mike Prater is Secretary to SWAC Committee	875-6789 x.56846	City/County SWAC Tuesday of Week before SWA Board Meeting, 11:30–1:30pm at Sac City Planning Commission Hearing Room, 1231 I St.	See Table 1 below		1 vote per member	Public Resources Code § 40950 Joint Powers Agreement

1-The At-Large & Folsom, Isleton & Galt positions could be changing to Folsom, Isleton, and Galt & Citrus Heights positions with 2 total members from those cities, with no 2 from the same city.

TABLE 1	FOLSOM/GALT/ISLETON/CITRUS HEIGHTS	COUNTY APPOINTMENTS & TERMS	CITY APPOINTMENTS & TERMS
Environmental Representative		Carl Hauge (Two-year term) ends 10/30/02	G. Patrick Stoner (Two-year term) ends 10/30/01
Recycling Business Rep		Rich Garmsen (Two-year term) ends 10/30/01	Brian Foran (Two-year term) ends 10/10/02
Integrated Waste Management Industry Representative # 1		James Howell (Two-year term) ends 10/30/01	James Moose (Two-year term) 10/10/02
Integrated Waste Management Industry Representative # 2		Jerry Mayberry (Two-year term) ends 10/30/02	Fernando M. Coriano (Two-year term) 10/10/01
Residential Generators/General Public Representative			Katherine M. Cole (Two-year term) ends 10/10/01
Folsom Representative	David Pelser		

	(Two-year term) ends 10/30/01		
Isleton Representative	Dean Dockery (Two-year term) ends 10/30/02		
Galt Representative	Christina De la Cruz (Two-year term) ends 10/30/02		
Citrus Heights	Jane Daly (Two-year term) ends 01/31/03		