

**CITY OF RANCHO CORDOVA
CITY COUNCIL AGENDA
Regular Meeting
City Council Chambers
3121 Gold Canal Drive, Rancho Cordova
Monday, July 7, 2003
6:30 P.M.**

1. Call to Order

2. Roll Call: Council Members: Sander, Cooley, McGarvey, Budge, Roberts

3. Pledge of Allegiance - Please remain standing.

Invocation by Jeff Koons, Pastor of Student Ministries, First Covenant Church

4. Agenda Approval

5. Approval of Minutes

None

6. Presentations

Presentation by Ron Suter, Director of the Sacramento County Department of Regional Parks, on the American River Parkway Plan Update and request to appoint a citizen to the Update Citizens Advisory Committee.

7. Council Announcements

8. 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 of an emergency nature or the need to take action arose after the posting of the agenda.

9. Consent Calendar

- a. Adoption of Resolution No. 33-2003, Requesting the Sacramento Area Council of Governments to fund a study to consider the issues faced by the Sacramento region in creating new ways for the community to stay mobile and independent as it ages.

- b. Approval of lease between the City of Rancho Cordova and the Sacramento Metropolitan Fire District for the premises at 3121 Gold Canal Drive.

10. Old Business

- a. Ordinance No. 03-2003, An Ordinance Imposing a Sales and Use Tax to be Administered by the State Board of Equalization and Providing Penalties for Violations (Second Reading).
- b. Ordinance No. 11-2003, An Ordinance of the City of Rancho Cordova to Consolidate its General Municipal Election with the Statewide General Election to be Held on November 2, 2004; and Requesting the Board of Supervisors of Sacramento County to Order Consolidation with the Statewide General Election (Second Reading).
- c. Resolution No. 36-2003, A Resolution of the City of Rancho Cordova Ratifying and Approving a Reimbursement Agreement Between the City of Rancho Cordova and the Rancho Cordova Chamber of Commerce.

11. Public Hearings

No items.

12. New Business

- a. Approval of contract with PMC to provide Planning and Code Enforcement Services for the City of Rancho Cordova.
- b. Adoption of Resolution No. 34-2003, Petitioning for Membership in the Sacramento Area Council of Governments (SACOG).
 - 1. Appointment of a member of the City Council to serve on the SACOG Board of Directors.
- c. Designation of a Voting Delegate and an Alternate Delegate to represent the City of Rancho Cordova at the League of California Cities Annual Conference to be held on September 7-10, 2003, in Sacramento.
- d. Selection of Council Member(s) to serve as City representative(s) to serve on the Sacramento Regional County Sanitation District Board and the County Sanitation District 1 Board.
 - 1. Resolution No. 35-2003 A Resolution of the City Council of the City of Rancho Cordova Designating Council Member(s) to serve on boards for The Sacramento Regional County Sanitation District and the County Sanitation District No. 1

- e. Further Discussion and Review of the July 16, 2003 Sacramento Area Council of Blueprint Workshop.
- f. Recommendation to set Special Meeting dates related to search for permanent city manager.
- g. City Attorney Meyers report on adult oriented business ordinance.

13. **Council Reports**

14. **Council Requests for Future Agenda Items**

15. **City Manager's Report**

16. **Adjournment**

**Upcoming Meeting Dates: July 21, 2003 - Regular City Council Meeting
August 4, 2003 – Regular City Council Meeting**

Tonight's meeting of the Rancho Cordova City Council is being telecast on Metro Cable TV, Channel 14, the Government Affairs Channel, and will be shown in its entirety on Wednesday, July 9th at 1:00 p.m.; Friday, July 11th at 6:00 p.m.; and Sunday, July 13th at 9:00 a.m.. The City does not control scheduling of this telecast and persons interested in watching the televised meeting should confirm this schedule with Metro Cable TV, Channel 14.

In compliance with the Americans with Disabilities Act, if you are a disabled person and you need a disability-related modification or accommodation to participate in this meeting, please contact the City Clerk's Office at (916) 361-8700 ext. 2 or www.cityofranchocordova.org. Requests must be made as early as possible and at least one full business day before the start of the meeting.

For the Agenda of: July 7, 2003

To: Rancho Cordova City Council

From: REGIONAL PARKS, RECREATION AND OPEN SPACE DEPARTMENT and
PLANNING AND COMMUNITY DEVELOPMENT DEPARTMENTSubject: **AMERICAN RIVER PARKWAY PLAN UPDATE: PROCESS DESIGN**Contact: Ron Suter, Director, Regional Parks, Recreation and Open Space Department,
916-875-6132 and Robert Sherry, Director, Planning and Community Development
Department, 916-874-5290.**RECOMMENDATION:**

1. Note and File the attached *Final Draft Convening Report*;
2. Initiate the process of selecting an individual to represent the City of Rancho Cordova on the Update Citizens Advisory Committee;
3. Continue this item for ratification of the appointment within the next six weeks.

BACKGROUND:

Sacramento County Planning and Community Development Department, as Project Manager for the American River Parkway Plan Update, contracted with the Center for Collaborative Policy (CCP) to perform a stakeholder assessment and propose a process design for updating the 1985 American River Parkway Plan. The *Convening Report* was prepared by Sharon Huntsman, facilitator with the Center for Collaborative Policy and is a result of individual and focus group interviews with over 75 stakeholders, who identified issues they would like to see addressed and who provided advice on how to organize the process. The *Final Draft Convening Report* describes a process design for the update of the 1985 American River Parkway Plan, and the composition of the Update Citizens Advisory Committee, the Technical Team, and the Project Management Team. The *Final Draft Convening Report* reflects comments received on the *Draft Report*. The Project Management Team worked collaboratively to reach consensus on the *Final Draft*.

The American River Parkway Plan (Parkway Plan) is a regulatory document that provides policy direction for resource conservation, recreation use and development, adjacent land uses and administration. The Parkway Plan is adopted by the Board of Supervisors as an element of Sacramento County's General Plan, by City Council as an element of Sacramento City's General Plan, and by the California State Legislature, pursuant to the Urban American River Parkway Preservation Act, Public Resources Code §5840. The Board of Supervisors approved beginning the Parkway Plan Update process on December 11, 2001 during the *River Corridor Management Plan* presentation.

Per the 1985 Parkway Plan, the Parkway Plan "shall be reviewed approximately every five years, or earlier if it is determined to be necessary to reflect changing conditions" (Parkway Plan 1-3). The update of the 1985 Parkway Plan provides an opportunity to incorporate a breadth of

biological, environmental, and recreational advancements and knowledge that have occurred during the past 18 years.

PROCESS:

Update Citizens Advisory Committee

In developing the proposed Update Citizens Advisory Committee (UCAC), the co-sponsoring agencies balanced the need for a manageably sized working group with the provision of appropriate representation of the Parkway's recreational, environmental, business and community interests (See Attachment A-1). The task of the UCAC will be to provide recommendations for an updated Parkway Plan to the Board of Supervisors and Sacramento City Council, report back to the Rancho Cordova City Council and forward to the State Legislature for final approval. The UCAC will have direct input and feedback from the Project Management Team (PM Team), the Technical Team (Tech Team), the LARTF, existing County/City boards, commissions, and committees with interest along the American River Parkway, and the public (as described below). In making its recommendations the UCAC will consider:

- Scientific and technical information about the Parkway's resources;
- Concerns and interests of the Tech Team and PM Team;
- Relevant laws, policies and regulations governing the Parkway; and
- Community values and needs.

A graphic representation of this process is on page 4.

While it is necessary to select a representative group to do the intensive work of the UCAC, it is also important to note the opportunities for participation by other members of the public during community workshops, the Lower American River Task Force (LARTF) meetings, at UCAC meetings, and at workshops and hearings of the Board of Supervisors and City Councils. Staff will advertise and provide notices for meetings by email, direct mail and through the project web site.

Once the Rancho Cordova City Council has ratified an appointment to the UCAC, the name and contact information of the individual appointed should be forwarded to the Project Manager, Sunny Williams, County of Sacramento Planning and Community Development Department, 916-874-5376 or williamssu@saccountv.net.

Technical Team

The Technical Team (Tech Team) is comprised of staff from the 19 local, state and federal agencies with Parkway regulatory or management responsibilities along the Parkway and groups who will provide input on project specific coordination opportunities. The Tech Team will provide technical, scientific and policy issue input to the UCAC and may assist County Planning in the final revision of the Plan. With 19 agencies with jurisdiction along the Parkway, it is vital to have their initial input to discussions within the UCAC, as well as continued input and guidance.

Boards and Commissions

The County of Sacramento has a number of existing boards, commissions and committees with interest along the Parkway. This existing structure will be incorporated into the feedback loop to the UCAC. Their specific focus, experience, and knowledge of Parkway history, policies, proposed projects and contentious issues will provide a valuable link of information to the process.

Lower American River Task Force

The Lower American River Task Force (LARTF) is an existing, non-appointed organization consisting of local and neighborhood organizations and local/state/federal agencies. The LARTF is a collaborative group that has worked to improve existing flood-control facilities while protecting and enhancing the lower American River's environmental and recreation resources since 1994. The LARTF will serve as an efficient venue to garner broad stakeholder input and will serve as a sounding board in the drafting of proposed recommendations for the UCAC.

Public Input

The Parkway is a regional resource of significant interest to many organizations and individuals. As described above, there are four ways for the public to provide input to this process: 1) by participating in community workshops to provide input on integrated area planning; 2) by participating in the LARTF, whose membership is open to individuals and organizations with an interest in the lower American River; 3) by providing comments at UCAC meetings, which will allow ample time for public input; or 4) by testifying at the Board of Supervisors and/or City Council meetings during periodic briefings. To ensure that those who want to be involved are aware of these opportunities, County Planning is maintaining an "Interested Stakeholders Mailing List" and will provide those on the mailing list with all meeting notices and project documents via the County Planning web site, by e-mail or by mail upon request.

Project Management Team

The Project Management Team (PM Team) is comprised of the five local agencies co-sponsoring the Update: The Sacramento County Department of Planning and Community Development (County Planning), the Sacramento County Department of Regional Parks, Recreation and Open Space (County Parks); The City of Sacramento, Department of Parks and Recreation (City Parks) and Department of Planning and Building (City Planning); the California Exposition and State Fair (Cal Expo); the Sacramento Area Flood Control Agency (SAFCA); and the Sacramento Area Water Forum (Water Forum). County Planning staff will serve as the project manager working in close coordination with the staff of County Parks. Due to the complex and collaborative nature of this project and the necessity of approval by the County and City of Sacramento, the PM Team will assist with the overall project coordination and guidance. They will also provide a review of the UCAC recommendations to ensure compatibility with their agency policy plans and regulations.

Process Design

Figure 1, shown on page 4, graphically describes the process design for the Parkway Update. The UCAC will work within an 18-month timeframe to reach substantial agreement on the five

tasks described in the following section. Ultimately the Sacramento County Board of Supervisors and Sacramento City Council will be asked to adopt the final recommendations. The feedback of the electeds will be solicited as tasks are completed. In addition, the Cal Expo Board of Directors, which has responsibility for a large portion of land within the Parkway adjacent to its facilities, and the newly incorporated City of Rancho Cordova, which includes a significant portion of the Parkway, will be sent final drafts and be briefed periodically on the progress.

Once the Board of Supervisors and City Council have reviewed the final draft UCAC recommendations, the updated Parkway Plan will be submitted for environmental review. It is important to note that there could be changes that result from the environmental review process. Finally, the Board of Supervisors and the City Council will adopt the updated Parkway Plan as part of their respective General Plans. Once adopted, staff will pursue state legislation to recognize the updated Parkway Plan through the Urban American River Parkway Preservation Act, Public Resources Code §5840.

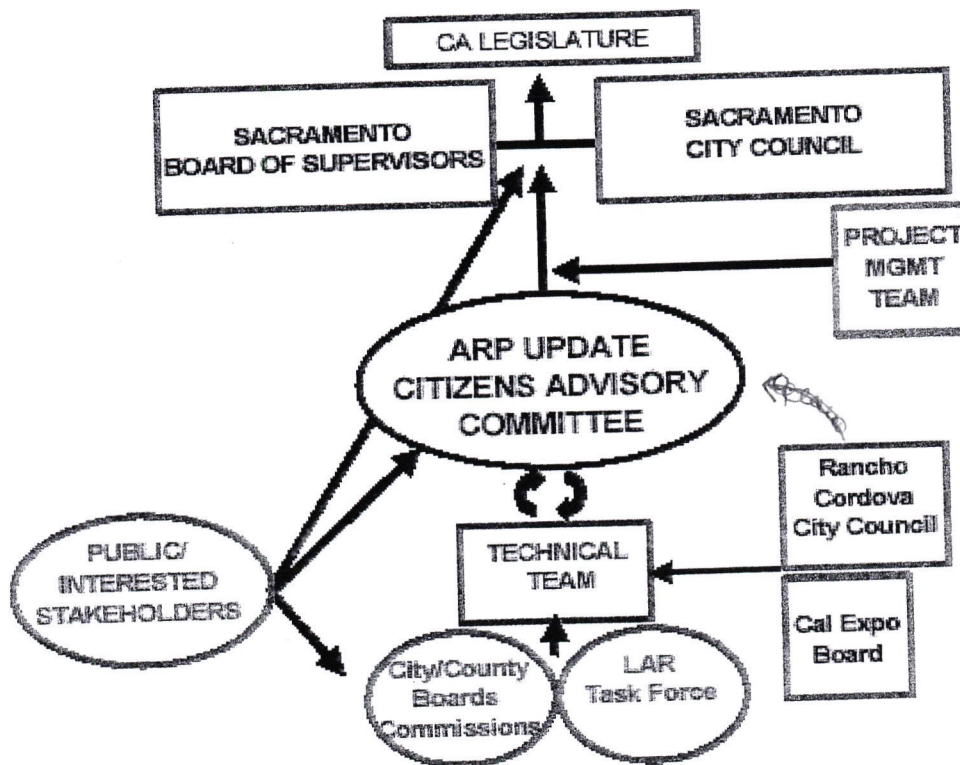


Figure 1. Process Design for the Parkway Plan Update

PROJECT SCOPE:

Project Goals

Stakeholders agree that the goals of the '85 Parkway Plan provide effective policy guidance for updating the Parkway Plan and should be retained. These goals are:

- To provide, protect and enhance for public use a continuous open space greenbelt along the American River extending from the Sacramento River to Folsom Dam;
- To provide appropriate access and facilities so that present and future generations can enjoy the amenities and resources of the Parkway which enhance the enjoyment of leisure activities;
- To preserve, protect, interpret and improve the natural, archaeological, historical and recreational resources of the Parkway, including adequate flow of high quality water, anadromous and resident fishes, migratory and resident wildlife, and diverse natural vegetation;
- To mitigate adverse effects of activities and facilities adjacent to the Parkway; and
- To provide public safety and protection within and adjacent to the Parkway.

The stakeholder assessment and Ms. Huntsman's analysis reflects two key points that frame this process. First, due to the complexity of multi-agency jurisdiction and the range of proposed topic issues, collaboration is essential. Second, financial and staff resources are limited by the fiscal constraints of the co-sponsoring agencies. The UCAC will not be able to address all of the issues identified by stakeholders during this assessment and from the *River Corridor Management Plan* process at this time. Therefore, we have identified an update process with a limited scope, that will direct those limited resources to address a targeted set of policies and area plans, while still providing the planning that would significantly benefit the Parkway.

Update Tasks

The five tasks for a limited scope Update process will be:

1. Involve a representative group of Parkway stakeholders working collaboratively to develop advisory recommendations to the Sacramento County Board of Supervisors and the Sacramento City Council on updating the 1985 Parkway Plan through an UCAC.
2. Incorporate the coordinated resource management approach and new scientific and technical information from the *River Corridor Management Plan*.
3. Conduct integrated area planning for the area plans west of Capitol City Freeway (Business-80) to the confluence with the Sacramento River.
4. Consider refining Parkway-wide policies to facilitate implementation of the updated area plans and to update other policies that are deemed to be priorities by the UCAC in consultation with the Tech Team and the PM Team.
5. Explore funding options and make recommendations on how to enhance and sustain funding for Parkway management, operations, capital improvements, land acquisition and restoration.

POLICY ISSUES:

There have been a number of policy issues raised since the adoption of the 1985 Parkway Plan such as: mountain biking, in-line skating, off-leash dog recreation uses, and woody debris placement within the river. Many of these issues, as well as others, were raised during the recent *River Corridor Management Plan* process and heard again during the interviews for the stakeholder assessment phase. As mentioned previously, not all the identified issues will be addressed in the proposed Update.

Parkway-wide policy issues include:

- importance of natural resource protection,
- vegetation, nonnative plant management and restoration,
- river ecology and complementary policies,
- wildlife protection and management,
- adequacy of zoning that regulated adjacent land uses,
- land use designation of Recreation Reserve Areas,
- new access points,
- land acquisition,
- future recreation needs,
- bicycle commuting,
- trail continuity and connectivity,
- recreational enhancements,
- new recreational uses,
- interpretive education,
- new river crossings,
- flood control,
- public safety,
- funding concerns, and
- exploration of funding options.

There are also concurrent planning processes that will impact the Update process. Sacramento Regional Transit is proposing the Downtown-Natomas-Airport Regional Transit line that would cross the American River. The California Department of Parks and Recreation (in cooperation with the Bureau of Reclamation) is updating the Folsom Lake State Recreation Area (FLSRA) General Plan. The FLSRA General Plan and Parkway Plan both include the Lake Natoma area. Close coordination is necessary between these two planning processes. The newly incorporated City of Rancho Cordova includes a portion of the American River Parkway.

PERFORMANCE MEASURES:

This project will generate the following activities and products that will support maintenance of the General Plan:

1. An updated American River Parkway Plan (c.1985).
2. Incorporation of new scientific and technical information from the *River Corridor Management Plan*.
3. Updated Area Plans for the reaches between the confluence of the American and Sacramento Rivers to the crossing of Capitol City Freeway.
4. Refined Parkway-wide policies that will facilitate implementation of the updated area plans and updated policies that are deemed priorities by the UCAC in consultation with the Tech Team and PM Team.
5. Exploration of funding options and recommendations on how to enhance and sustain funding for Parkway management, operations, capital improvements, land acquisition and restoration.

PROGRAM ISSUES:

The update of the American River Parkway Plan is needed and desired by many agencies and organizations, particularly those with management responsibilities for the Parkway. The County, the State of California and other public agencies are facing fiscal constraints. Nevertheless, the co-sponsoring agencies and the County deem this process so valuable and important to the Sacramento Region, that we recommend continuing forward with the Parkway Plan Update.

The budget constraints do, however, create challenges to this process. As a result, we recommend the Update to be limited in scope. The five tasks to be accomplished have been described on Page 5 of this report.

Stakeholder Comments

We have received a number of comments from stakeholders on the *Draft Convening Report*. Many of these comments were incorporated into the *Final Draft Convening Report* (see Attachment D in the *Final Draft Convening Report*). The comments received were generally associated with: 1) operations and maintenance/topic issues, or 2) the committee composition. The specific comments and suggested Parkway-wide discussion topics to be addressed in this process will be determined by the UCAC in consultation with the PM Team and Tech Team and, therefore, will not be listed here. Comments regarding the committee composition are directly related to the process design that we are recommending. It is important to note the the inclusion of a particular group or organization does NOT guarantee that their specific interest or issue will be addressed during the Update process, due to limited funding for the Update. Their inclusion is a recognition of their interest along the Parkway and the goal to create a balanced, broad stakeholder representation on the UCAC.

AMERICAN RIVER PARKWAY PLAN UPDATE: PROCESS DESIGN

Comments regarding UCAC composition:

- ❖ Sacramento Weed Warriors/California Native Plant Society should be on the UCAC.
- ❖ There are numerous comments on the topic of off-leash dog recreation, both in support and in opposition to a representative being included on the UCAC and its inclusion as a new recreational use. Currently, there is no established process to address off-leash dog recreation County-wide.
- ❖ There are four primary types of boaters, not a single group. These include: drift boaters, down river kayakers, free-style kayakers, and rafters. May want to broaden the type of representation on the Committee.
- ❖ There is a lack of business and neighborhood group representatives west of I-80, both on the south side of the river and in the North Sacramento area, and in particular the Woodlake Community.
- ❖ Adjacent neighborhoods should be represented on the UCAC.
- ❖ Clarify "local jurisdiction representative" on the committee and how they are appointed.

These comments were addressed in the *Final Draft Convening Report*.

ENVIRONMENTAL ISSUES:

Environmental impacts resulting from an Updated Parkway Plan will be analyzed by the Sacramento County Department of Environmental Review and Assessment at the completion of the Draft Updated American River Parkway Plan.

CONCLUSION:

Planning Department staff will be the project manager for the American River Parkway Plan Update, working directly with the Center for Collaborative Policy staff (formerly California Center for Public Dispute Resolution), Parks Department (as the long-time managers of the Parkway participation is integral to the Update process), the City of Sacramento, CalExpo, SAFCA, the Water Forum, and all other interested parties. The process design assures that all interested parties have access to the Update process.

ATTACHMENTS:

- A-1. American River Parkway Plan Update: Update Citizens Advisory Committee
- B. Final Draft Convening Report

**AMERICAN RIVER PARKWAY PLAN UPDATE:
UPDATE CITIZENS ADVISORY COMMITTEE**

Proposed Composition of ARP Update Citizens Advisory Committee

Organizations Representing Stakeholder Interests (14)

The following organizations will be asked to designate a representative to the Update Citizens Advisory Committee who demonstrates commitment to participation in this collaborative process.

Environmental Organizations (4)

- Environmental Council of Sacramento (ECOS)
- Save the American River Association (SARA)
- Friends of the River (FOR)
- California Native Plant Society (CNPS)

Recreational Organizations (8)

- Buffalo Chips Running Club
- Sacramento Area Mountain Biking Association (SAMBA)
- Sacramento Area Bicycle Advocates (SABA)
- Boating organization (currently exploring)*
- California Fly Fishers Unlimited
- American River Parkway Volunteer Equestrian Patrol
- Sacramento Area Dog Owners Group (SACDOG)
- Disabled community (currently exploring)*

Community Organizations/Committees (3)

- American River Parkway Foundation
- American River Natural History Association
- Sacramento County Recreation and Parks Commission – ex-officio status

Individuals Representing Geographic Areas (10)

Individuals who are active in civic, business and/or neighborhood organizations in their areas will be appointed as Geographic Area Representatives by either the Board of Supervisors, Sacramento City Council or Rancho Cordova City Council through the open recruitment process of each jurisdiction.

- Sacramento County Board of Supervisors** appoints 5 (One seat for each supervisorial district).
- City of Sacramento** appoints 4 (one seat for each adjacent area: North Sacramento, Natomas, Richards Boulevard/Downtown, and Midtown).
- City of Rancho Cordova** appoints 1.

Center for Collaborative Policy

A Joint Program of

California State University, Sacramento and McGeorge School of Law, University of the Pacific

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Convening Report: Process Recommendations for Updating the American River Parkway Plan

FINAL DRAFT May 30, 2003

Prepared for:

**Sacramento County, Department of Planning and Community
Development and Department of Regional Parks, Recreation
and Open Space.**

Comments on this draft should be directed to the facilitator, Sharon Huntsman, who can be reached at (916) 341-3329 or shuntsman@ccp.csus.edu or to Sunny Williams at County Planning, who can be reached at williamssu@saccounty.net or 874-6141. We would like to receive comments by May 15th, however, if that timeline presents a problem, please contact the facilitator to discuss your needs.

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I. Executive Summary

Purpose

This convening report proposes a process for involving diverse community stakeholders and government agencies responsible for Parkway management in updating the 1985 American River Parkway Plan ('85 Parkway Plan). It also includes (see Attachment A) a summary of interviews and focus groups with over 75 stakeholders identifying issues they would like to see addressed and their advice on how to organize this update process.

This process was developed collaboratively by the local agencies co-sponsoring the update: The Sacramento County Department of Planning and Community Development (County Planning), the project manager for the Update, working in close coordination with the Sacramento County Department of Regional Parks, Recreation and Open Space (County Parks); The City of Sacramento, Department of Parks and Recreation (City Parks) and Department of Planning and Building (City Planning), The Sacramento Area Flood Control Agency (SAFCA); The Sacramento Area Water Forum (Water Forum); and the California Exposition and State Fair California Exposition and State Fair (Cal Expo).

In developing a proposed process design, the co-sponsoring agencies considered: 1) stakeholder interests, 2) the extent to which addressing issues would result in long-term benefits to the Parkway, 3) the technical resources and facilitation support necessary to have a collaborative dialogue on issues, and the available resources to conduct the update and how to best balance those so that the end product is an approved, updated Parkway Plan.

The co-sponsoring agencies also considered stakeholder feedback on the first draft process design, dated March 5th, 2003, which was circulated to several hundred Parkway stakeholders. Feedback largely focused on the composition of the ARP Update Citizens Advisory Committee, the need for additional representation and outreach to affected communities and interested stakeholders, and advocacy that certain policy issues be addressed during the update. The changes made in this final draft are summarized in Section III; B. Stakeholders' written comments are documented in Attachment D.

This final draft will serve as the basis for staff reports to the Sacramento County Board of Supervisors and the Sacramento City Council requesting they jointly initiate this update.

Proposed Process Design

We believe the goals of the '85 Parkway Plan continue to provide effective policy guidance, thus we recommend that the focus be limited to updating policies, chapters and targeted area plans. Within this focus, we propose the update accomplish the following five tasks:

1. **Involve a representative group of Parkway stakeholders** in working collaboratively to develop advisory recommendations to the Sacramento County Board of Supervisors and City Council for updating the '85 Parkway Plan through an ARPP Update Citizens Advisory Committee (Update Committee). Work to build awareness about this process among Parkway stakeholders and provide multiple ways for the public to provide input to the UPDATE COMMITTEE by making use of existing resources, such as the Lower American River Task Force, City and County Advisory Boards and Commissions, the County web site, etc.
2. **Incorporate the coordinated resource management approach and new scientific and technical information from the *River Corridor Management Plan*, consistent with the '85 Parkway Plan**, into policies and chapters relating to natural resources and flood control.
3. **Conduct integrated area planning for the Cal Expo Floodplain and areas west of Highway Business 80 (Capitol City Freeway)**. Conduct outreach to neighborhood and community organizations adjacent to this section of the Parkway to communicate what the process of updating the Parkway Plan will be, how they can be involved, and encourage individuals to apply to be geographic area representatives – appointed by the Sacramento Board of Supervisors and City Council. Carry out three community workshops in this geographic reach, to engage the public in this integrated area planning process. Reflect community input in updating area plans for this portion of the Parkway.

The '85 Parkway Plan has several dozen "Area Plans" that include:

 - *Narrative description and map of the area location, and its natural and man-made features*
 - *List of permitted activities and facilities, opportunities and constraints to provide an indication of existing and future composition of each area*
 - *Unless facilities or improvements are specifically designated on the area plan map, they may not be constructed or installed.*
4. **Consider refining Parkway-wide policies** to facilitate implementation of the updated area plans and to update other policies that are deemed to be priorities by the Citizens Advisory Committee in consultation with the Tech Team.
5. **Explore funding options and make recommendations on how to grow and sustain funding** for Parkway management, operations, capital improvements, land acquisition and restoration.

To accomplish these tasks, we propose that the Sacramento County Board of Supervisors and Sacramento City Council jointly appoint a diverse group of stakeholders in developing advisory recommendations for updating the '85 Parkway Plan. The role of this **ARP Update Citizens Advisory Committee (Update Committee)** will be to provide initial input

to County Planning staff, who will draft update recommendations, and review/provide feedback on drafts. The Update Committee will work collaboratively, considering community values and needs, scientific and technical information about the Parkway's resources, the concerns and interests of agencies with Parkway responsibilities, and relevant laws and policies governing the Parkway in making its recommendations. Its recommendations will be advisory to Sacramento County and the City of Sacramento.

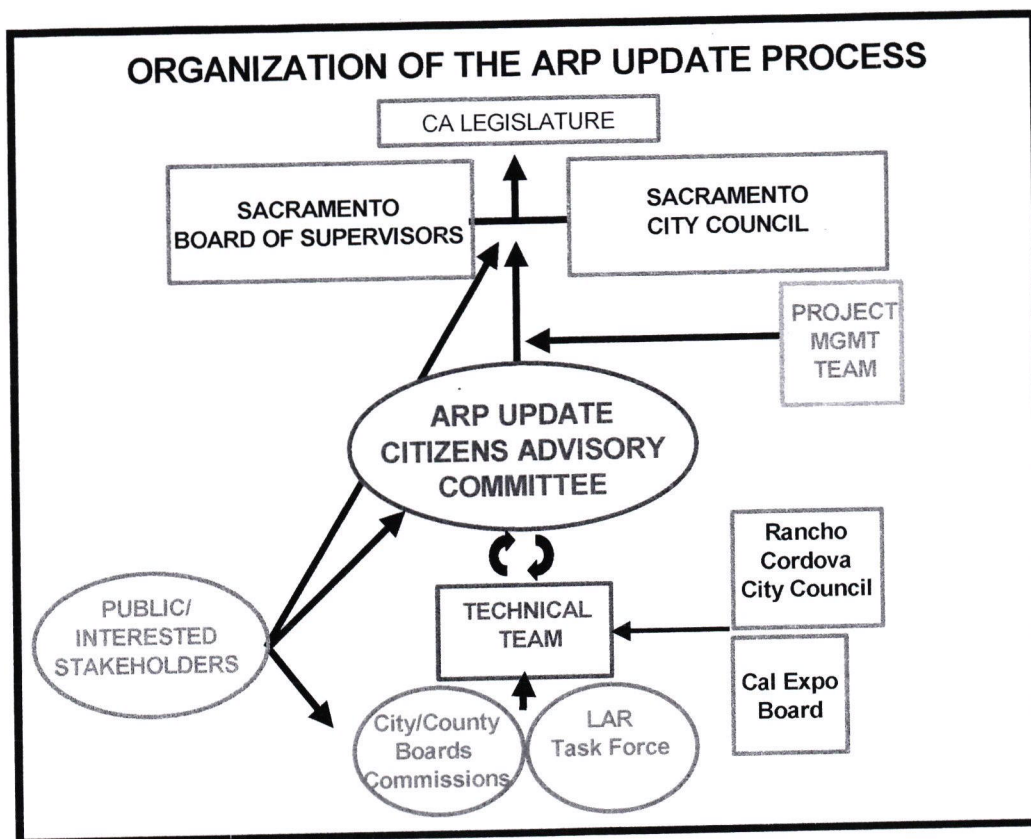
We recommend a **Technical Team** support County Planning in preparing drafts for Update Committee consideration. The Tech Team will be comprised of knowledgeable staff from local, state and federal agencies with Parkway responsibilities. Tech Team members will also assist County Planning in briefing the Update Committee on technical, scientific and policy issues related to the update tasks. Once the Update Committee reviews the drafts, the Tech Team may also assist County Planning in a final revision.

There are numerous **County and City Advisory Boards and Committees** that are relevant to the Parkway Plan update, such as the County ARP Advisory Committee, the County Parks and Recreation Commission, the County Disabled Access Committee, the County's Community Planning Advisory Councils that are adjacent to the Parkway and the City of Sacramento Parks & Recreation Citizen Advisory Committee, to name just a few. City and County staff will provide information updates and gather input from these groups periodically throughout the update process.

The **Lower American River Task Force** is a collaborative forum that since 1994 has worked to improve existing flood-control facilities while protecting and enhancing the Lower American River's environmental and recreation resources. We recommend that the Lower American River Task Force (LARTF) serve as an important resource in updating the '85 Parkway Plan. It will serve as an efficient way to gather broad stakeholder input. Participants can provide relevant information and serve as a sounding board for County Planning in drafting proposed recommendations for Update Committee review.

Due to the complex, collaborative nature of this project, we also recommend that the co-sponsoring agencies meet quarterly as a **Project Management Team** to assist with overall project coordination.

Public Input is an important part of the process of updating the '85 Parkway Plan. The Parkway is a regional resource of significant interest to many organizations and individuals. **There are four ways for the public to provide input to this process**—1) by participating in community workshops to provide input on integrated area planning, 2) by participating in the LAR Task Force, whose membership is open to individuals and organizations with an interest in the lower American river, 3) by providing comments at Update Committee meetings, which will allow ample time for public input, or 4) by testifying at the Board of Supervisors and/or City Council meeting during periodic briefings. To ensure those who want to be involved are aware of these opportunities, we recommend that County Planning maintain an **Interested Stakeholders Mailing List** and provide those on it with all meeting notices and project documents via the County Planning web site, by e-mail, or by mail upon request.



We propose an 18-month process for the Update Committee to reach substantial agreement on the tasks described above. Ultimately the Sacramento County Board of Supervisors and Sacramento City Council will be asked to adopt the final recommendations. Their feedback will be solicited as tasks are completed. In addition, the Cal Expo Board of Directors, which owns a large portion of the Parkway adjacent to its facilities, and the newly incorporated City of Rancho Cordova, which includes a significant portion of the Parkway, will be sent final drafts and be briefed periodically on the progress.

Once the Board and City Council have reviewed the final draft Update Committee recommendations, the Update will be submitted for environmental review, as required by law. It is important to note that there could be changes that result from the environmental review process. Finally, the Board and the City Council would adopt the updated Parkway Plan as part of their respective General Plans. Once adopted, they would pursue state legislation to recognize the updated Parkway Plan through the Urban American River Parkway Preservation Act.

II. Purpose, Methodology and Next Steps

Purpose

This convening report proposes a process for involving diverse community stakeholders and government agencies responsible for Parkway management in updating the 1985 American River Parkway Plan ('85 Parkway Plan). It also includes a summary of interviews and focus groups with over 75 stakeholders identifying issues they would like to see addressed and advice on how to organize the process.

This process was developed collaboratively by the agencies co-sponsoring this update: The Sacramento County Department of Planning and Community Development (County Planning), which is the project manager for the Update, working in close coordination with the Sacramento County Department of Regional Parks, Recreation and Open Space (County Parks); The City of Sacramento, Department of Parks and Recreation (City Parks) and Department of Planning and Building (City Planning), The Sacramento Area Flood Control Agency (SAFCA); The Sacramento Area Water Forum (Water Forum); and the California Exposition and State Fair (Cal Expo).

Methodology

Sharon Huntsman, a mediator/facilitator from the Center for Collaborative Policy conducted over 35 interviews and 4 focus groups with approximately 75 stakeholders representing a diverse sample of Parkway stakeholders. During interviews and focus groups, Ms. Huntsman invited stakeholders to identify the issues they would most like to see addressed during the Update and to provide advice on how best to organize the process. Their responses have been summarized in Attachment A.

To identify stakeholders, Ms. Huntsman worked with staff from County Planning and County Parks as well as initial interviewees to identify people who could represent the range of Parkway interests, including recreational users, environmental interests, interpretive education and cultural resource advocates, volunteer stewards of the Parkway, government advisory committees, business associations, government agencies with jurisdiction within the Parkway, neighborhoods adjacent to the Parkway, advocates for new recreational uses, and individuals who participated in the development of the *River Corridor Management Plan* and/or the 1985 American River Parkway Plan. Ms. Huntsman also reviewed policy documents relevant to understanding the context for updating the American River Parkway Plan (Attachment B).

Ms. Huntsman then facilitated a series of meetings with representatives of the co-sponsoring agencies to develop a proposed process design. In their deliberations, the co-sponsoring agencies considered stakeholder interests, the extent to which addressing issues would

lead to long-term Parkway benefits, the technical resources and facilitation support necessary to have a collaborative dialogue on issues, and the available resources to conduct the update.

The update co-sponsoring agencies circulated a draft process design for stakeholder feedback (Convening Report: Process Recommendations for Updating the American River Parkway Plan, March 5, 2003). This draft was mailed or e-mailed to the more than 75 stakeholders who had been interviewed during the assessment, as well as several dozen others who asked to be on the County's ARPP update mailing list. The draft was also sent to the over 150 individuals on the Lower American River Task Force (LARTF) mailing list. In addition, all were invited to attend the March 11th meeting of the Lower American River Task Force where there was a presentation on the process design and an opportunity to ask questions and give feedback. Stakeholder feedback is compiled in Attachment D.

The update co-sponsoring agencies worked together to address stakeholder concerns to the extent possible at this point in the process. Comments on this draft should be directed to the facilitator, Sharon Huntsman, who can be reached at (916) 341-3329 or shuntsman@ccp.csus.edu or to Sunny Williams at County Planning, who can be reached at williamssu@saccounty.net or 874-6141. *We would like to receive comments by May 15th, however, if that timeline presents a problem, please contact the facilitator to discuss your needs.* This final draft will serve as the basis for staff reports to the Sacramento County Board of Supervisors and the Sacramento City Council in June requesting they initiate this process by establishing the American River Parkway Update Citizens Advisory Committee.

III. Proposed Process Design

A. Background

The American River Parkway Plan (ARPP) is a policy document that provides guidelines for preservation, recreational use, development and administration of the American River Parkway (ARPP p.2-1). The '85 Parkway Plan was adopted by the Board of Supervisors as an element of Sacramento County's General Plan, by the City Council as an element of Sacramento City's General Plan, and by the California State Legislature, pursuant to the Urban American River Parkway Preservation Act, Public Resources Code §5840.

The proposed process for updating the '85 Parkway Plan was developed collaboratively by the co-sponsoring agencies: The Sacramento County Department of Planning and Community Development (County Planning), which is the project manager for the Update, working in close coordination with the Sacramento County Department of Regional Parks and Open Space (County Parks); The City of Sacramento, Department of Parks and Recreation (City Parks) and Department of Planning and Building (City Planning); the Sacramento Area Flood Control Agency (SAFCA); the Sacramento Area Water Forum (Water Forum); and the California Exposition and State Fair (Cal Expo).

In preparing the first draft (March 5th 2003) of the process design, the co-sponsoring agencies considered what stakeholders would like to see addressed during the update (See Attachment A). They also considered the extent to which addressing issues would result in long-term benefits. Finally, they took into account the staff, technical and facilitation resources necessary to have a collaborative dialogue on issues, the available resources to conduct the update and how to best balance those so that the end product is an approved, updated Parkway Plan.

Two factors emerged as particularly significant in designing the first draft process design. **First, collaboration is essential.** The Parkway is a regional resource of significant interest to diverse stakeholders. It is important that the process for updating the '85 Parkway Plan include a venue for dialogue and deliberation among these interests. **Second, resources are limited.** The financial and staff resources available for updating the Parkway Plan are limited by the fiscal constraints of the co-sponsoring agencies. Therefore, not all of the issues identified by stakeholders can be addressed at this time. However, by directing available resources to address a targeted set of policies and area plans, an Updated Parkway Plan will be better able to provide direction to preserve and enhance the American River Parkway. In addition, this process can be an opportunity to consider ways to make additional resources available.

B. Feedback on the First Draft Process Design (March 5th, 2003)

Stakeholder feedback largely focused on the composition of the ARP Update Citizens Advisory Committee, the need for additional representation and outreach to affected communities and interested stakeholders, and advocacy that certain policy issues be addressed. The full text of stakeholders written comments is available in Attachment D. The following substantive changes have been made in this final draft in response to stakeholder feedback:

- The Update Citizen's Advisory Committee composition has been changed. Additional environmental and recreation interests have been added. In addition, stakeholders expressed concern about representation of specific geographic areas along the Parkway. Thus, we have changed the local jurisdiction representation to geographic area representation. We have also increased the number of geographic area representatives from nine to ten. Individuals will be appointed by their local jurisdiction. (See Section III, H for details)
- The Tech Team composition has been changed to add additional local agencies.
- City and County Advisory Committees and Boards have been included in order to take advantage of existing venues for additional community input. City and County staff will be responsible for briefing these groups periodically during the update process. The City County Board on Homelessness, Public Safety Subcommittee, which had originally been proposed for the Update Committee, is one of these commissions that will now be linked to the process through staff briefings. (See Section III, E for details)
- We have provided more detailed information about how the community will be proactively engaged and can be involved in the process. (See Section III, D, E and H)

C. Existing Goals Provide Policy Guidance:

We believe the existing goals of the '85 Parkway Plan provide effective policy guidance for updating the Plan and should be retained. These goals are:

- To provide, protect and enhance for public use a continuous open space greenbelt along the American River extending from the Sacramento River to Folsom Dam; and
- To provide appropriate access and facilities so that present and future generations can enjoy the amenities and resources of the Parkway which enhance the enjoyment of leisure activities; and
- To preserve, protect, interpret and improve the natural, archeological, historical and recreational resources of the Parkway, including adequate flow of high water,

anadromous and resident fishes, migratory and resident wildlife, and diverse natural vegetation; and

- To mitigate adverse effects of activities and facilities adjacent to the Parkway; and
- To provide public safety and protection within and adjacent to the Parkway.

Most stakeholders see the '85 Parkway Plan as having served these goals well over the past 18 years. Thus, in updating the Parkway Plan, the intent of the co-sponsoring agencies is to address targeted policies and area plans that are out of date and where planning would benefit the Parkway significantly. The intention is not to revise the Parkway Plan as a whole, nor are there resources available for the scope of this effort to grow during the process.

D. Targeted Focus of the Update

We recommend that the focus of updating the '85 Parkway Plan be limited to updating policies, chapters and targeted area plans. Within this focus, we propose the update accomplish the following five tasks:

1. **Involve a representative group of Parkway stakeholders** in working collaboratively to develop advisory recommendations to the Sacramento County Board of Supervisors and Sacramento City Council on updating the '85 Parkway Plan through a Citizens Advisory Committee. Work to build awareness about this process among Parkway stakeholders and provide multiple ways for the public to provide input to the Update Committee by making use of existing resources, such as the Lower American River Task Force, City and County Advisory Boards and Commissions, the County web site, etc.
2. **Incorporate the coordinated resource management approach and new scientific and technical information from the *River Corridor Management Plan*, consistent with the '85 Parkway Plan**, into policies and chapters relating to natural resources and flood control.
3. **Conduct integrated area planning for the Cal Expo Floodplain and areas west of Highway Business 80 (Capitol City Freeway)**. Conduct outreach to neighborhood and community organizations adjacent to this section of the Parkway to communicate what the process of updating the Parkway Plan will be, how they can be involved, and encourage applications to be geographic area representatives. Conduct three community workshops to engage the public in this integrated area planning process. Reflect community input in updating these area plans.
4. **Consider refining Parkway-wide policies** to facilitate implementation of the updated area plans and to update other policies that are deemed to be priorities by the Citizens Advisory Committee in consultation with the Tech Team and Project Management Team.

5. **Explore funding options and make recommendations on how to grow and sustain funding** for Parkway management, operations, capital improvements, land acquisition and restoration.

E. Organization

The Update is an opportunity to build upon the high degree of collaboration that has evolved among stakeholders and public agencies with management responsibility and interests in the Lower American River. With this in mind, we recommend organizing into the following groups:

American River Parkway Update Citizens Advisory Committee (Update Committee) with organizational representatives jointly appointed by Sacramento County Board of Supervisors and Sacramento City Council and individuals representing specific geographic areas appointed by the Board of Supervisors, the Sacramento City Council and the Rancho Cordova City Council.

The Update Committee's role will be to work collaboratively to reach agreement on advisory recommendations to the Sacramento Board of Supervisors and Sacramento City Council for updating the American River Parkway Plan. The Update Committee members will have the following responsibilities:

- Adopt a charter and ground rules;
- Attend all regularly scheduled meetings having reviewed previous meeting summaries and background materials distributed in advance of each meeting;
- Work in partnership with County Planning as the project manager and the Technical Team by providing initial input and reviewing/commenting on draft recommendations for updating the Parkway Plan;
- Participate in community workshops and consider public comments and concerns in deliberations;
- Work toward agreement by making good faith efforts to understand differing points of view and attempt to find solutions acceptable to all Committee members and the Tech Team; and
- Provide effective representation by consulting their organizations or geographic area constituents on upcoming issues and informing them about Update Committee deliberations.

In making its recommendations, the Update Committee will consider:

- Community values and needs,
- Scientific and technical information about the Parkway's resources,
- Concerns and interests of the Tech Team, and
- Relevant laws and policies governing the Parkway.

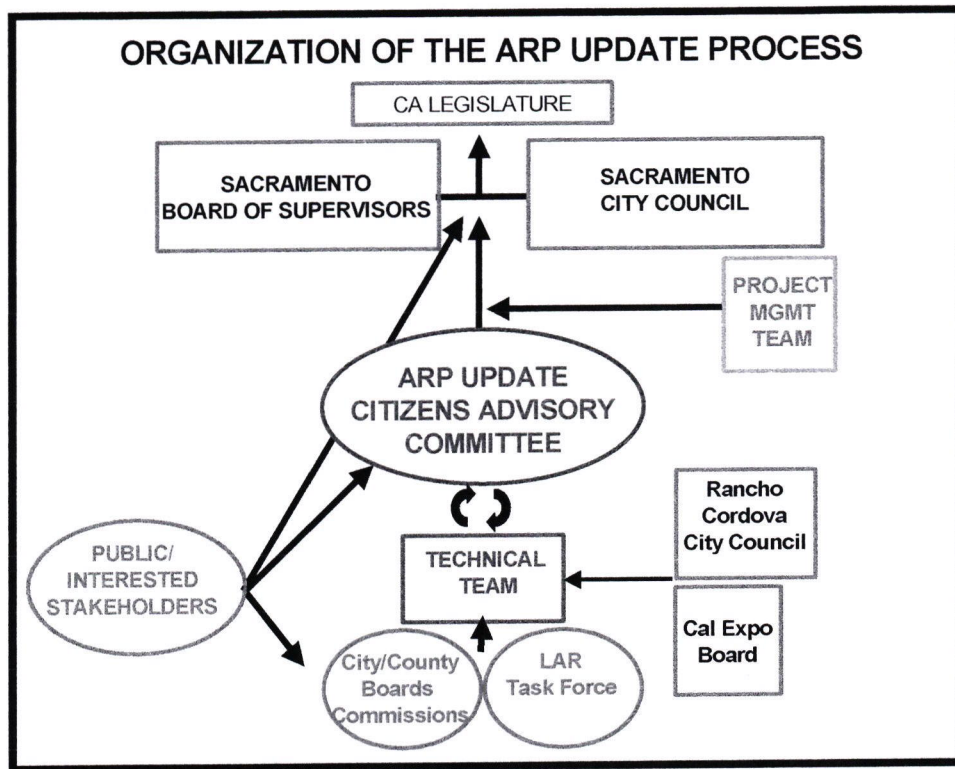
We recommend that the Update Committee have a neutral facilitator to conduct meetings rather than a chairperson. This group will meet every four to six weeks, or as needed, over an 18-month period. Its final product will be a set of recommendations for updating the Parkway Plan on issues where the group was able to reach substantive agreement. These recommendations will be advisory to the Sacramento County Board of Supervisors and Sacramento City Council. Issues where agreement could not be reached will also be noted in the recommendations, along with background information about concerns and suggestions on how to proceed. A staff report will accompany recommendations and may include additional recommendations staff believes are necessary to fulfill legal obligations or to reflect the interests of the adopting agency.

The Technical Team will be comprised of knowledgeable staff from local, state and federal agencies with Parkway responsibilities or involvement. The role of the Tech Team will be to assist County Planning as project manager, providing their agency's perspective in briefing the Update Committee on technical, scientific and policy issues, and drafting proposals for updating the '85 Parkway Plan in response to input from the Citizens Advisory Committee. Once the Update Committee reviews the drafts, the Tech Team may also assist County Planning in drafting a final revision. This group will meet once or twice as needed between meetings of the Update Committee.

City and County Boards and Commissions will be briefed periodically throughout the process to provide another avenue for feedback and input. County staff will be responsible for briefing the Parks & Recreation Commission, the Policy & Planning Commission, the County's Disabled Advisory Committee, the American River Parkway Advisory Committee, and the Carmichael, Fair Oaks, and Arden-Arcade and Cordova Community Planning Advisory Councils. The ARP Advisory Committee in particular is familiar with Parkway issues and includes two members who served on the committee for the '85 Parkway Plan, who can provide a valuable resource to this Update process. City staff will be responsible for briefing the Parks & Recreation Citizen's Advisory Committee, the Planning Commission, and the City Disability Advisory Committee. The City and County will share responsibility for briefing joint committees, such as the City-County Bicycle Advisory Committee and the City-County Board on Homelessness.

The Lower American River Task Force is a collaborative forum of government agencies and community organizations that since 1994 has worked to improve existing flood-control facilities while protecting and enhancing the Lower American River's environmental and recreation resources. The Task Force guided the development of the *River Corridor Management Plan* (RCMP), which includes scientific and technical information about the Lower American River and recommended actions for coordinated resource management. It is important to note these recommended actions are believed to be consistent with the '85 Parkway Plan. The Task Force is focused on implementing these recommended actions. The Lower American River Task Force (LARTF) will serve as an efficient way to gather broad stakeholder input. The LARTF membership includes a diverse array of over 150 stakeholders who are familiar with many LAR issues. Its membership is also open to new members who have an interest in the Lower American River. The LARTF is not an appointed, decision-making body, thus their role is to provide relevant information and serve

as a sounding board for County Planning in drafting proposed recommendations for Update Committee review.



The Project Management Team is comprised of management and staff of Update co-sponsoring agencies: Sacramento County Planning and County Parks, the City of Sacramento Planning and Parks, SAFCA, Cal Expo, and the Water Forum. This team will assist with overall project management and coordination and provide periodic briefings to their respective elected or appointed Boards at important milestones during the process. This group will meet quarterly.

Public Input is an important part of the process of updating the '85 Parkway Plan. The American River Parkway is a unique regional resource of significant interest to many individuals and organizations. **There are four ways for the public to provide input to this process:** 1) by participating in community workshops to provide input on the area plans for the Cal Expo to Sacramento River portion of the Parkway, 2) by participating in the LAR Task Force, whose membership is open to individuals and organizations with an interest in the lower American river, 3) by providing comments at Update Committee meetings, which will allow ample time for public input, or 4) by testifying at the Board of Supervisors and/or City Council meeting during periodic briefings. To ensure those who want to be involved are aware of these opportunities, we recommend that County Planning maintain an **Interested Stakeholders Mailing List** and provide those on it with all meeting notices and project documents via the County Planning web site, by e-mail, or by mail upon request.

F. Proposed Composition of ARP Update Citizens Advisory Committee

In developing the proposed composition of the Update Committee, the co-sponsoring agencies balanced the need for a manageably sized working group with the need to ensure representation of the Parkway's recreational, environmental, business and community interests. While it was necessary to select a representative group to do the intensive work of the committee, it is important to note there will be opportunities participate through the community workshops, the Lower American River Task Force, providing comments at Update Committee meetings, and testifying to the Board of Supervisors and City Council during periodic briefings.

Organizations Representing Stakeholder Interests (14)

The following organizations will be asked to designate a representative to the Update Committee who demonstrates commitment to participation in this collaborative process

Environmental Organizations (4)

- Environmental Council of Sacramento (ECOS)
- Save the American River Association (SARA)
- Friends of the River (FOR)
- California Native Plant Society (CNPS)

Recreational Organizations (8)

- Buffalo Chips Running Club
- Sacramento Area Mountain Biking Association (SAMBA)
- Sacramento Area Bicycle Advocates (SABA)
- *Boating community representative (currently exploring)**
- California Fly Fishers Unlimited
- American River Parkway Volunteer Equestrian Patrol
- Sacramento Area Dog Owners Group (SACDOG)
- *Disabled community representative (currently exploring)**

Community Organizations/Committees (2)

- American River Parkway Foundation
- American River Natural History Association

Individuals Representing Geographic Areas (10)

Individuals who are active in civic, business and/or neighborhood organizations in their areas will be appointed as Geographic Area Representatives by either the Board of Supervisors, Sacramento City Council or Rancho Cordova City Council

** Staff are working with organizations from these two heterogeneous communities to identify representation*

through the open recruitment and appointment process of each jurisdiction.

- **Sacramento County Board of Supervisors** appoints 5 (One seat for each supervisorial district)
- **City of Sacramento** appoints 4 (one seat for each adjacent area: North Sacramento, Natomas, Richards Boulevard/Downtown, and Midtown)
- **City of Rancho Cordova** appoints 1.

G. Proposed Composition of the Technical Team

Local, state and federal agencies with Parkway regulatory or management responsibilities will be sent a letter inviting participation in the Tech Team. It will be important to have on this Team those with expertise in natural resources, flood control, land use and recreation management. It is expected that those agencies for whom the Parkway represents a significant focus of activity will attend Tech Team meetings regularly. We also anticipate that some regulatory or management agencies will be concerned with particular issues rather than the entire process and will choose to participate as those issues of concern come to the fore. These agencies are encouraged to consult with the project manager to determine what level of involvement in the Tech Team is appropriate and how best to stay informed. The City of Sacramento will have two representatives participate on the Tech Team who will coordinate input from across other city departments.

County Planning will facilitate Tech Team meetings. Tech Team members will be encouraged to attend Update Committee meetings as technical resources (e.g. make presentations about issues, answer questions, etc.).

Local jurisdictions or partnerships (14):

- County of Sacramento, Planning & Community Development (Project Manager)
- County of Sacramento, Regional Parks, Recreation and Open Space
- City of Sacramento, Planning and Building
- City of Sacramento, Parks and Recreation
- Sacramento Area Flood Control Agency (SAFCA)
- Sacramento Area Water Forum
- Sacramento Regional Transit (RT)
- Sacramento County Regional Sanitation District
- City of Rancho Cordova
- American River Flood Control District
- ARP Funding Group
- Sacramento City Fire Department
- Sacramento Metropolitan Fire Department
- Sacramento Area Council of Governments (SACOG)

State (6):

- California Department of Fish & Game (Wild & Scenic Rivers coordinator and natural resource specialists)
- California Department of Parks & Recreation
- California Exposition and State Fair (Cal Expo)
- State Lands Commission
- California Department of Water Resources
- California State Reclamation Board

Federal (5):

- US Army Corps of Engineers
- US Bureau of Reclamation
- NOAA Fisheries (National Marine Fisheries Services)
- U.S. Fish & Wildlife Service
- National Parks Service

H. Proposed Timeline for Developing Update Recommendations

We propose an 18-month process for the Update Committee to reach agreement on recommendations for updating the '85 Parkway Plan, beginning July 1, 2003 and concluding in December of 2004. Throughout this process, County Planning as project manager will work with the Tech Team and the Update Committee to refine this general outline for approaching each task that makes the best use of limited resources and time. The tasks are further defined below with a general timeframe and subtasks:

1. Convene Groups, Review Relevant Laws and Policies (July-September 2003)

- Conduct outreach to stakeholders to build awareness of the Parkway Plan update encourage individuals to apply to be appointed geographic area representatives on the Update Committee by their local jurisdiction. Request organizations and agencies identify their representatives to the Update Committee and Tech Team.
- Convene first Update Committee and Tech Team meetings to orient each to the tasks and roles. Update Committee and Tech Team review existing laws, policies pertaining to the ARPP (e.g. '85 Parkway Plan, State and Federal Wild & Scenic Rivers Acts, Bushy Lake Preservation Act) and information about its current management (e.g. the *River Corridor Management Plan*).
- Update Committee provide initial input to Tech Team for incorporating new scientific and technical information and the coordinated resource management approach of the *River Corridor Management Plan*, consistent with the '85 Plan, into the Parkway Plan's policies and chapters relating to natural resources and flood control.

2. Incorporate the coordinated resource management approach and new scientific and technical information from the *River Corridor Management Plan* (October-November 2003)

- Update Committee review and refine Tech Team draft for incorporating scientific and technical information and the coordinated resource management approach of the *River Corridor Management Plan*, consistent with the '85 Plan, into the Parkway Plan's policies and chapters relating to natural resources and flood control.
- County planning and City staff will work with Update Committee geographic area representatives from the City of Sacramento to design community workshops and conduct outreach to engage adjacent neighborhoods (North Sacramento, Natomas, Richards Boulevard/Downtown and Midtown) in preparation for task three.
- Seek feedback the Sacramento County Board of Supervisors, Sacramento City Council when task is complete. Send final draft to the Cal Expo Board of Directors and Rancho Cordova City Council.

3. Conduct integrated area planning for the Cal Expo Floodplain and areas west of Highway Business 80 (Capitol City Freeway) (November 2003-June 2004)²

- Update Committee and Tech Team conduct three community workshops to engage diverse stakeholders in planning for these areas. Workshops include area tours, information exchange about existing conditions, relevant laws and policies that are planning parameters, and brainstorming proposals for the areas.
- Update Committee considers proposals for enhancing natural resources and recreational amenities in areas, with attention to how proposals reflect the Parkway Plan's goals and community interests. Update Committee develops agreements on elements of area plans.
- Tech Team prepares draft area plans -- including a narrative and schematic drawing that describes the area, its existing facilities, permitted activities and future projects -- for Update Committee review and comment.

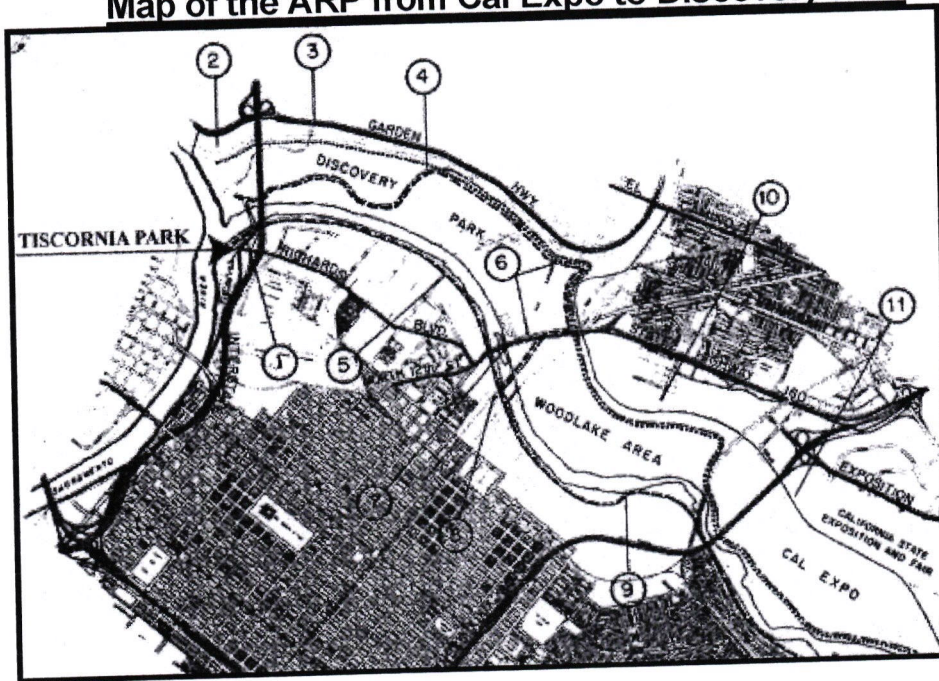
The '85 Parkway Plan has several dozen "Area Plans" that include:

- *Narrative description and map of the area location, and its natural and man-made features*
- *List of permitted activities and facilities, opportunities and constraints to provide an indication of existing and future composition of each area*
- *Unless facilities or improvements are specifically designated on the area plan map, they may not be constructed or installed.*

² Updating area plans allows for development of site-specific plans, which are necessary to implement restoration or recreational amenities. Site-specific plans are not a part of the Parkway Plan, but must be consistent with Parkway Plan policies and area plans.

- Seek feedback on area plans from Sacramento County Board of Supervisors, Sacramento City Council and the Cal Expo Board of Directors. Send draft to the Rancho Cordova City Council.

Map of the ARP from Cal Expo to Discovery Park



4. Explore funding options and make recommendations (Early 2004)

- The Update Committee and Tech Team review American River Parkway Financial Needs Study, (August 2000) and efforts of the American River Parkway Funding Group. Determine what additional information may be needed and how to obtain it.
- The Update Committee evaluates options and seeks agreement on recommendations for growing and sustaining Parkway funding.
- Seek feedback from the Sacramento County Board of Supervisors, Sacramento City Council when task is complete. Send final draft to the Cal Expo Board of Directors and Rancho Cordova City Council.

5. Consider refining parkway-wide policies to facilitate implementation of updated areas plans and other policies or sections in need of attention as prioritized by the Update Committee (June 2004-December 2004)

- County Planning, as project manager, the Tech Team and Update Committee identify and prioritize policies in need of refinements or further updates.
- The Update Committee reviews and provides feedback on drafts for refining priority policies or sections, working to maximize areas of agreement.
- The Update Committee final recommendations for updating the Parkway Plan are forwarded to the Sacramento County Board of Supervisors and Sacramento

City Council for review. A staff report will accompany the Update Committee recommendations and may include additional staff recommendations.

- The Update Committee adjourns upon forwarding its recommendations.

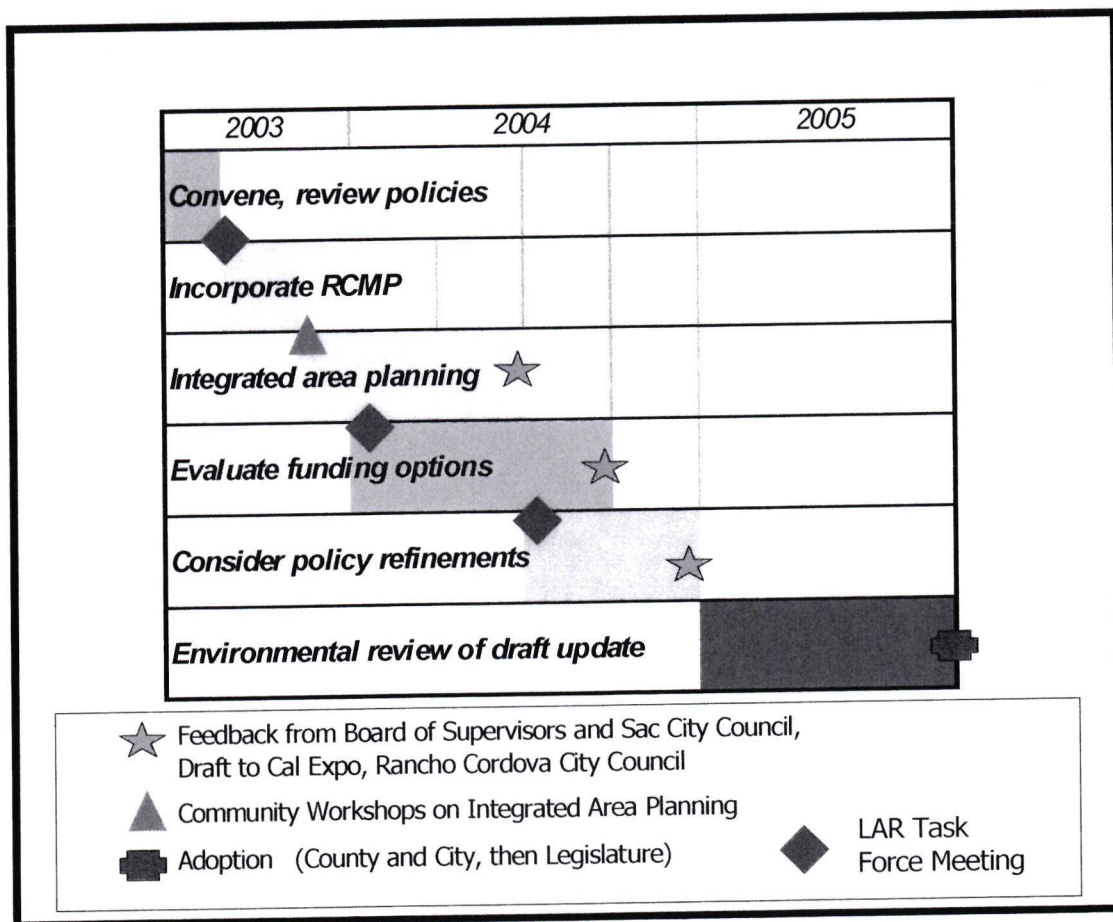
6. Environmental Review (Jan '05-Dec. '05)

- After the Board of Supervisors and Sacramento City Council have taken action on the recommendations, the Update will undergo environmental review, as required by the California Environmental Quality Act. It is important to note that some changes to the Update may be necessary as a result of this process.

7. Adoption (Dec. '05-completion)

- Upon completion of the environmental review, the Sacramento County Board of Supervisors and the Sacramento City Council can adopt the recommendations as part of their respective general plans. Finally, they will pursue state legislation to adopt the recommendations as revisions to the Urban American River Parkway Preservation Act, Public Resources Code §5840.

Timeline for Updating the ARPP



I. Budget

The co-sponsoring organizations for the Parkway Plan Update are providing financial and/or in-kind resources to support the update of the Parkway Plan. These resources will be allocated to facilitation, technical support and meeting expenses. The total amount available is \$417,500.

Figure 2: Budget for Updating the American River Parkway Plan

	Facilitation	Technical Services	Meeting Expenses
Convene Groups, Incorporate RCMP, Update Area Plans Begin Evaluate Funding Options <i>(July 1, 2003 to June 30, 2004)</i>	\$125,000	\$75,000	\$12,500
Complete Evaluation of Funding Options, Consider Policy Refinements, Complete Recommendations <i>(July 1, 2004 to Dec 30, 2004)</i>	\$75,000	\$25,000	\$5,000
Environmental Review <i>(Jan. 2005 to Dec. 2005)</i>		\$100,000	
TOTAL	\$200,000	\$200,000	\$17,500

J. Collaborative Process for Update Committee Decision Making

The Update Committee will work toward the highest level of agreement possible. On each issue, Committee members are expected to consider the needs and concerns of other interests and propose creative solutions that would be acceptable to all Committee members and reflect Tech Team advice and interests.

We anticipate that the Committee will not be able to achieve 100% agreement on every issue. The goal will be for Committee members to either fully support proposals or to believe they and their constituents can live with the proposal. Agreement will be determined during meetings by a poll of the Committee members. The Committee will continue to work through concerns and questions to reach the maximum agreement possible, within the time available for deliberation.

If a Committee member is strongly opposed to a proposal, the areas of concern and the reasons for it will be reflected in the meeting summaries. Ultimately, areas where the committee could not reach agreement will be noted in the final recommendations forwarded to the Board of Supervisors and City Council, along with an explanation of concerns and recommendations for continuing to address concerns, if appropriate. The Tech Team will not alter the Update Committee recommendations without Update Committee consent.

K. Role of Sacramento County as Project Manager

The Sacramento County Board of Supervisors is the convening agency for updating the American River Parkway Plan. Sunny Williams, a Planner with Sacramento County Planning Department will serve as the project manager, working in close coordination with Gary Kukkola, Deputy Director of County Parks. Sacramento County staff will also receive support from their respective departments throughout this process.

The Sacramento County Planning Department staff will have lead responsibility for drafting proposed language, incorporating Technical Team and Update Committee feedback and advising the Update Committee on legal and policy issues during the update. County Planning staff will also work with the City of Sacramento staff to prepare a staff report to accompany the Update Committee's final recommendations to the Board of Supervisors and City Council. As noted previously, this staff report could include additional recommendations staff believes are necessary to fulfill legal obligations or to reflect the interests of the adopting agency.

L. Relationship of the Parkway Plan Update to the Folsom Lake State Recreation Area General Plan Update

The Folsom Lake State Recreation Area (FLSRA) General Plan is currently undergoing an update, which includes the Lake Natoma portion of the American River Parkway above Nimbus Dam. This update is scheduled to conclude in the summer of 2004. Sacramento County staff and many Parkway stakeholders have been participating in this process, which is managed by the California Department of Parks and Recreation (DPR). DPR is interested in working collaboratively during the ARPP Update to encourage consistency between the Parkway Plan and the FLSRA General Plan. We recommend that County Planning and Parks staff continue to participate in this process. We also recommend that County and DPR staff develop a memorandum on issues of mutual interest for the Lake Natoma Area. This will help to identify areas where there may need to be additional communication and consultation throughout the various stages of each process.

M. Charter for the Update Committee

Once the process design is finalized and the Update Committee has been appointed a charter will be drafted for the Update Committee that will amplify the roles and responsibilities of participation, including attendance, meeting schedule, decision-making, meeting ground rules, and guidance on complying with open-meeting laws. For example, it will be important to maintain continuity of participation and therefore there will be attendance requirements for Update Committee members. These guidelines will be designed to ensure an effective, transparent and efficient process for updating the '85 Parkway Plan.

ATTACHMENT A: Summary of Stakeholder Issues and Interests from Interviews and Focus Groups

Introduction

This summary is the result of stakeholder interviews and focus groups conducted as input to designing the process of updating the 1985 American River Parkway Plan ('85 Parkway Plan). During interviews and focus groups, Sharon Huntsman, a facilitator/mediator with the Center for Collaborative Policy, invited stakeholders to identify the issues they would most like to see addressed and to provide suggestions on how to organize the process. Their responses are summarized below into the following sections: A) Purpose of Updating the '85 Parkway Plan, B) Parkway-wide Policy Issues, C) Area Plan Issues or Opportunities, and d) Stakeholder Process Design Suggestions.

The summary is not a verbatim compilation of all the issues suggested during interview, nor is it intended to represent the views of particular stakeholders. It is rather a summary of issues and significant themes of interest to a sample of Parkway stakeholders between August 2002 and January 2003.

A. Purpose of Updating the '85 Parkway Plan

The Parkway Plan was last updated in 1985. Since that time, stakeholders note that there has been a great deal of activity in the Parkway, mentioning examples such as levee improvements, restoration projects, increased recreational use and two major flood events.

Nearly all stakeholders believe that the '85 Parkway Plan's goals still provide effective guidance. However, stakeholders generally agree that the Plan's policies can be updated by incorporating the coordinated resource management approach and scientific and technical information from the River Corridor Management Plan (RCMP), completed in 2002. When the RCMP was undertaken, it was considered a first step in updating the '85 Parkway Plan.

Several stakeholders point out that in coming decades the Sacramento region will become home to millions of new residents who may place increasing demands on the Parkway. These stakeholders believe that updating the Parkway Plan provides an opportunity to think proactively about what will be needed to sustain the Parkway in light of the region's growth.

Many stakeholders feel a great strength of the '85 Parkway Plan is its delineation of what activities are permitted or prohibited in different land use categories throughout the Parkway. They see the update as an opportunity to strengthen the Parkway Plan's policies, especially regarding natural resource protection. Some worry that Updating the '85 Parkway Plan will lead to many requests for new uses, recalling proposals prior to '85 for extensive development projects within the Parkway. These stakeholders emphasize that the Update should make a clear distinction between "updating" and "revising" the plan. Other

ATTACHMENT A: SUMMARY OF STAKEHOLDER ISSUES AND INTERESTS FROM INTERVIEWS AND FOCUS GROUPS

stakeholders worry that the Update will be too limited in scope to address their primary interests of encouraging more active use of the Parkway, generally in the areas west of Business 80 (Capitol City Freeway) to the confluence with the Sacramento River. Many expressed a desire that the Update include a balance of these perspectives and work toward finding win-win proposals that can address these concerns and interests.

B. Parkway-wide Policy Issues

Resource Management

Importance of Natural Resource Protection: Many stakeholders believe that the Parkway is a vulnerable resource. For example, a flood event could cause serious harm to wildlife and their habitat. According to many, the Parkway Plan should include more robust, integrated natural resource policies. These stakeholders reference the *River Corridor Management Plan* (RCMP) as groundbreaking in that it addressed fish, wildlife, vegetation, flood control and recreation in a coordinated way. They believe a good deal of the RCMP's goals for coordinated resource management can be incorporated into Parkway policies as part of the Update. Some suggested the updated Plan should provide a vision and direction to other agencies about how the Parkway's resources should be managed. In addition, a few stakeholders note that the Parkway is a recreational river under both the State and Federal Wild and Scenic Rivers Acts, and its policies should reflect the requirements of this law. Some would also like to address whether limiting use in some sensitive areas might be needed to prevent habitat loss. The '85 Parkway Plan does allow for portions of the Parkway to be temporarily closed to prevent overuse or to correct the effects of overuse (ARPP 6.5).

Vegetation, Nonnative Plant Management and Restoration: Many noted that specific resource management policies in the Parkway do not reflect current information, such as the policy addressing vegetation and nonnative plant management (ARPP 2.2-2.2.4). Some suggested that there should be a thorough inventory of the Parkway's natural resources and more monitoring of its natural values. They suggested that a central clearinghouse be established at Sacramento State University. Stakeholders also believe that the Plan should emphasize the need for restoration. While the '85 Parkway Plan allows for reclamation or restoration (ARPP 2.6), this is not the proactive approach stakeholders believe is needed. Some note that there have been innovative restoration projects since 1985, such as the borrow/restoration project at Discovery Park East, and the lessons learned should be reflected in Parkway policies.

River Ecology and Complementary Policies: A few stakeholders would like the Updated plan to include additional information about the river's ecology and policies addressing aquatic habitat. Water quality is also a concern. Existing policies related to water flows and temperature (ARPP 3.1-3.2) should be updated by referencing the new temperature and flow regime being developed as a result of the Water Forum agreement. Stakeholders also shared concern about frequent sewage spills and their impact on the river's ecology. As one interviewee noted, "Without a healthy river, there

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cannot be a healthy Parkway.” The ‘85 Parkway Plan states “Discharge or drainage of pollutants into the Lower American River shall be eliminated,” (ARPP 3.3). In addition, the Lower American River Task Force intends to develop a policy on placement of woody debris in the river to enhance aquatic habitat, consistent with recreational safety. When completed, stakeholders would like to consider incorporating this policy within the updated Parkway Plan.

Wildlife Protection and Management: Stakeholders interested in habitat protection would like the Update process to consider how to ensure contiguous wildlife corridors throughout the Parkway. Some would also like the Plan to provide guidance on active management of wildlife populations.

Land Use

Adequacy of Zoning that Regulates Adjacent Land Uses: Many stakeholders are concerned that projects are being permitted within the County that are incompatible with the Parkway Plan because they are visually intrusive. They would like to strengthen the ‘85 Parkway Plan’s policies on visual intrusion (ARPP 5.7.1-8) and buffers between adjacent land uses (ARPP 6.4) to prevent what they believe to be inappropriate development along the river corridor.

In addition, they would like to strengthen the zoning ordinances governing adjacent land to further prevent visual intrusion. The Parkway Plan references the following specific land zoning ordinances regulating uses in and around the American River Parkway (ARPP Ch. 11-8): In the County, the Parkway Corridor Combining Zone (PCCZ), requires special development standards to protect the Parkway’s scenic and wildlife values¹. While adjacent zoning ordinances are referenced in the Parkway Plan, they are a part of the County and City Zoning Codes.

Many stakeholders believe the PCCZ ordinance is either too weak, or too weakly enforced and should be addressed during the Update. They report frustration that previous attempts to strengthen the PCCZ have failed to win approval. Furthermore, a few stakeholders would like to include a revised PCCZ in the Parkway Plan, since the Parkway Plan will be adopted by the Legislature.

Several other stakeholders are concerned that addressing the PCCZ raises issues about private property rights that are much broader than those interests concerned with updating the Parkway Plan. Some stakeholders do not support including the PCCZ in the Parkway Plan, as this would yield local control over land use decisions to the Legislature.

¹ In the City of Sacramento, the ARP-F base zone serves a similar function as part of the City of Sacramento’s Zoning Code.

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Land Use Designation of Recreation Reserve Areas: A few stakeholders suggest that the Update should consider the future of areas currently zoned as recreation reserve. There are three areas of the Parkway under the recreation reserve designation—one in Lake Natoma near Mississippi Bar, one at Rossmoor Bar, and one at Arden Bar in William B. Pond Recreation Area. The '85 Parkway Plan specifies these areas, "are to be held in an undeveloped state until a need for recreation, restoration or preservation is determined...to relieve overuse of a facility elsewhere in the Parkway" (ARPP 6.17). One stakeholder noted that these areas are currently protected by their status as recreation reserve and it may be beneficial to leave them designated as such.

New Access Points: Stakeholders would like to increase access to the Parkway, especially from Discovery Park to Howe Avenue. In addition, flood control interests would benefit from additional access points to make it easier to conduct routine levee maintenance and emergency flood fighting.

Land Acquisition: A few stakeholders would like the Update to reflect land acquisition priorities, referencing parcels identified in the *River Corridor Management Plan*.² Others suggested that preserving Fair Oaks Bluffs should be addressed in the Plan as a conservation priority.

Recreational and Transportation Use of the Parkway

Future Recreation Needs: Stakeholders see the Update as an opportunity to address future recreation needs. They note that the greater Sacramento region will add 1 million additional residents by 2025. Stakeholders worry that increased use could degrade Parkway resources, although they offer different approaches for addressing this issue in the Update:

- Determine the Parkway's carrying capacity by examining: 1) future demand of a variety of recreational uses, 2) impact of each use, given the demand, and 3) the cumulative impact on the Parkway;
- Identify areas of the Parkway that could be more heavily used in the future, and balance this new demand by identifying areas for restoration that are less used, preserving the overall health of Parkway resources; and
- Create a new policy that defines the Parkway's primary goal as preservation and protection of the corridor's naturalistic values and habitat. The secondary goal should be providing for passive recreation. If an issue arises where these goals are in conflict, the primary goal—protection of resources—should prevail over the secondary goal—passive recreation.

Bicycle Commuting: Several stakeholders refer to the Parkway's paved trails as a regional commuting asset. A few mentioned that planning processes often do not

² "Acquire land for the Parkway: 5 parcels totaling 155 acres located in the flood plain or immediately adjacent: Trailer park and environs—15.17 acres; Urrutia property—122.8 acres; automobile wreckers—1.46 acres; raft rental area—9.03 acres; Ancil Hoffman Park bluff—6.79 acres, as well as 19 acres from the Bureau of Reclamation and Snipes Pershing (or portions thereof); *River Corridor Management Plan*, p. 99

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consider non-automobile commuters. Bicycle commuters hope the Update will address the following issues and needs: 1) all-weather trails and crossings during flood season, 2) after-dark bicycle commuters, and 3) downtown residents who need a safer crossing to access services on Northgate Boulevard. One stakeholder noted that Two Rivers Trail is listed in the '85 Parkway Plan as a footpath and should be upgraded to a class-one bike trail. Stakeholders are also concerned that bicycle commuting is underutilized due to the prevalence of illegal camping in the lower section of the river.

Trail Continuity and Connectivity: A few stakeholders would like the Update to enhance the continuity of paved trails within the Parkway as well as the connectivity between Parkway trails and other regional trails. Specifically, the connections between the Jedediah Smith Trail and the Sacramento Northern Trail, the Ueda Parkway, the Two Rivers Trail, trails in Folsom Lake State Recreational Area, and the proposed American River Trail to Tahoe.

Recreational Enhancements: Many stakeholders identified a number of recreational enhancements that they would like to see incorporated in the Updated Plan, including better interpretive and directional signage, better mile markers, and more water fountains and bathrooms throughout the Parkway. In addition, stakeholders emphasized the need for better outreach and education about the Parkway's rules as a way to reduce conflict among users. Several issues related to boating/kayaking/canoeing arose during interviews: 1) launching areas too far away from the parking lots leads to equipment theft, 2) explore creating eddies within the river and improving flow in ponds that have been impeded by low water/silting (these may also be beneficial to fish), and 3) recognition of freestyle kayaking as a growing recreational use due to the popularity of the San Juan rapids.

New Recreational Uses

Off-leash Dog Recreation Areas: Some stakeholders are eager to have off-leash dog recreation areas considered during the Update, as they believe that there should be some areas and/or times of day when off-leash dog recreation could be allowed within the Parkway. In particular, they would like to consider areas of the Parkway that are not environmentally sensitive or highly populated for this purpose. Many other stakeholders interviewed do not support off-leash dog recreation within the Parkway. They believe that since the Board of Supervisors recently rejected a pilot off-leash area at Paradise Beach, that this should give policy guidance for the Update. In rejecting the pilot project at Paradise Beach, the Board recommended that a Task Force address the need for off-leash dog recreation areas Countywide, which some stakeholders feel is a more appropriate approach to addressing off-leash recreation needs.

A few noted that the prohibition against having off-leash dogs is a County ordinance, which is not within the purview of the Parkway Plan. If the issue were to be addressed, a few stakeholders would want the question limited to a fenced in area, while others reject any fencing within the Parkway. Some suggest that off-leash dog recreation

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should be specifically prohibited within the Parkway. Several stakeholders mentioned the potential for developing an off-leash dog park within the City of Sacramento at Sutter's Landing Park, which is adjacent to the Parkway. Finally, many shared their fear that this issue is so controversial that it would consume a great deal of stakeholder and staff resources during the Update, making it difficult to address other important issues. Off-leash dog enthusiasts urge that the issue not be neglected because it might be controversial.

Mountain Biking: Several stakeholders would like the Update to consider removing the '85 Parkway Plan's current prohibition of off-road bicycle trails (ARPP 4.14.2). Mountain biking, or off-pavement cycling, proponents would like to consider a designated unpaved trail loop from Guy West Bridge to Discovery Park, which could be multi-use. Proponents note that previous environmental reviews on the subject of off-pavement bicycling have resulted in 2 "Negative Declaration" documents from the Sacramento County Department of Environmental Review and Assessment in the last 15 years. If addressed, stakeholders feel that the following information would need to be considered: 1) compatibility with other users, 2) potential environmental damage, and 3) variety of and demand for off-pavement cycles, present and future.

During development of the *River Corridor Management Plan*, the Recreation Working Group identified that the '85 Parkway Plan currently prohibits motor vehicles on trails (ARPP 4.14.1), which may be a concern for **disabled visitors who use motorized wheelchairs**. The County ADA compliance officer explained that motorized vehicles for disabled individuals are by law considered pedestrian. During interviews, stakeholders also noted that the Segway, a motorized scooter recently authorized for use on California sidewalks, might need to be specifically addressed. A few stakeholders affirmed the need to develop **a process for considering new recreational uses** in the future that is effective and assures a fair hearing.

Interpretative Education

Stakeholders note that the 1998 Sacramento County Interpretive Plan (SCIP) currently guides interpretive signage and projects within the Parkway. Stakeholders also believe there is a need for a long-range vision and plan for interpretive education within the Parkway, as called for in the '85 Parkway Plan (ARPP 2.3-2.7). Stakeholders would also like to address specifically the location of three outdoor classrooms for interpretive education, which the American River Natural History Association is committed to providing. Stakeholders adjacent to the Woodlake section of the Parkway are particularly interested in enhancing interpretive recreation and have proposed interpretive signage and a river observation deck.

Non-Recreational Use of the Parkway

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River Crossings: Stakeholders note that there are new auto and transit bridge crossings of the Parkway that have been discussed or proposed, such as the Downtown/Natomas/Airport (DNA) transit line and an auto bridge between Sunrise Blvd. and Watt Ave. The '85 Parkway Plan stipulates, "New utilities and services shall be minimized by clustering with existing facilities and Parkway crossings..." (ARPP 5.4). Many would like to review this policy to assess its adequacy. In particular, they would like to ensure that any new crossing includes safe access for pedestrians and bicycles. In addition, some stakeholders would like to see existing river crossings include a pedestrian/bicycle crossing, such as Business 80 (Capitol City Freeway), where a crossing would increase access to downtown employment and Sutter's Landing Park. Downtown residents would like to explore a pedestrian crossing along Hwy 160, which would enable them to more conveniently and safely access services on Northgate Boulevard.

Flood control

Importance of Levee Protection and Flood Control: Several stakeholders emphasized the importance of flood control, noting that the '85 Parkway Plan was developed prior to the two major flood events in the region. Stakeholders believe the Parkway Plan's policies related to flood control (ARPP 3.4 -3.4.2) should be updated to reflect current technical knowledge about the flood control system and consensus on management practices forged during the RCMP, which ensure flood control projects, e.g. levee stability, bank protection, etc. are "implemented in a manner that conserves and enhances habitat values."³

Despite a great deal of agreement reached during the RCMP, a few remain concerned that environmental restoration could increase the roughness of the floodway and the cumulative impact will impair the flood control system.

Flood Control Access and Recreation Impacts: Some flood control stakeholders would like to explore improving access to levees and paving levee tops during the Update, which would better enable routine levee maintenance and flood fighting. They also would like to establish a policy that would minimize interference by detouring recreational users from routine maintenance activity. Conversely, recreational stakeholders would like to improve the Parkway Plan's implementation policy to stipulate how recreational facilities that are disturbed for flood control projects must be replaced.

Illegal Encroachments/Private Bank Protection: A few stakeholders are concerned about illegal encroachments that compromise levee stability and pose a threat to public safety. A few mentioned concern about bank protection projects on private property within the Parkway that constitute visual intrusion upon the Parkway's natural values.

³ River Corridor Management Plan, p. 15

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Public Safety

Illegal Camping: Nearly all stakeholders' primary public safety concern is the presence of illegal camping, especially in the lower reach of the Parkway from the confluence with the Sacramento River to Highway Business 80 (Capitol City Freeway). The prevalence of illegal camping in the Parkway is seen by stakeholders as the result of several factors: 1) homelessness is a regional social issue that continues to challenge local jurisdictions, 2) there is a concentration of homeless services near the Parkway, 3) homeless who camp illegally in the Parkway are often resistant to using available social services for a variety of reasons, and 4) there are not enough park rangers to enforce the prohibition against camping.

The '85 Parkway Plan prohibits overnight camping in the County-operated portion of the Parkway from Discovery Park to Nimbus Dam (ARPP 4.6). Stakeholder's concerns about illegal camping include their personal safety, destruction of vegetation from camping and fires, and potential health risks from human waste. Stakeholders from the Woodlake Area are extremely concerned that the North Sacramento community is unable to access the Parkway as a transportation and recreation amenity because the area is not seen as safe. These stakeholders hope the Update will consider land use designations that will encourage more active use of areas that are currently used as illegal camping areas.

Some stakeholders note that illegal camping at night may endure regardless of whether the Parkway is able to induce more legal use of the area during the day due to the intractable nature of homelessness as an enduring social challenge. The City-County Board on Homelessness is seen as an important venue addressing the broader issues of homelessness. As a result, many believe it will be important to involve the City-County Board on Homelessness in the Update process.

Enforcement/Public Awareness of Existing Regulations: Several stakeholders would like to see public safety staffing levels increased. They believe existing regulations may be sufficient, however, they believe the regulations are not adequately enforced. A few suggested there should be more public outreach to Parkway users to educate them about existing policies and regulations. One stakeholder expressed a desire to end incompatible commercial activity in the Parkway on the south side of the River near Sunrise. The Parkway Plan currently states that, "commercial activities shall be permitted only if compatible with the goals of the Parkway, as determined by this Plan..." (ARPP 5.1-5.1.6)

Fire Safety and Resource Management: A few stakeholders applaud the fact that the '85 Parkway Plan established standards for fire safety, addressing emergency vehicle access, emergency boat access, fire breaks, etc. However, these stakeholders note that fire safety policies need to be integrated with conservation priorities, so that fire prevention and fire fighting complement resource management policies.

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Funding

Funding Concerns: A top issue for many stakeholders is the need for long-term, dedicated funding to support Parkway operations and maintenance, land acquisition, capital improvements and natural resource monitoring. Several stakeholders acknowledge that many of their concerns could be addressed if funding were available. Most agree that the County general fund is an inadequate source of funding, as it is too vulnerable. Furthermore, the Parkway is a regional resource that should draw on regional funding sources. Some have expressed concern that County funding is allocated based on existing use, which makes it difficult to provide amenities necessary to attract users to other areas. A few criticize the County for not allocating ample funds to the portion of the Parkway within the City of Sacramento. Other stakeholders criticize the City of Sacramento for not contributing enough resources toward the Parkway's operations and maintenance. Stakeholders interviewed who were involved in the '85 Parkway Plan regret that they did not address governance during that Plan, as they believe that the Parkway should have some kind of structure that provides for multi-county/multi-city funding sources.

Exploration of Funding Options: Over the past several years, a group of Parkway stakeholders have organized as the American River Parkway Funding Group to explore a range of funding options to support the Parkway. Stakeholders believe their efforts, including the *American River Parkway Financial Needs Study (2000)*, provide significant background for discussion of future options. Among the options stakeholders would like to explore are: 1) additional state funding to address illegal camping, 2) funding from the City of Sacramento for Parkway operations within the City's boundaries, 3) formation of a state conservancy for the American and Sacramento rivers that would facilitate state funding through bond-funded state grants for parks, recreation, and transportation planning, 4) private philanthropy to create an endowment, 5) assessments or development fees for property adjacent to the Parkway, 6) mitigation fees for projects that impact the Parkway, 7) an open space district with the ability to raise revenue from local taxes, and 8) increased fines for violating Parkway regulations.

Project Planning and Implementation

Responsibilities and Project Implementation: Many stakeholders believe the '85 Parkway Plan's chapter on implementation needs to be more robust. Several stakeholders who have management responsibility within the Parkway admitted some confusion about what obligations they have as a result of the Parkway Plan. There is considerable concern that the Plan does not provide specific direction on how projects that impact the Parkway should comply with the Parkway Plan. Stakeholders would like the updated Parkway Plan to formalize the process for how projects are planned to ensure early stakeholder input and review to ensure compatibility with the Parkway's multiple objectives (e.g. flood control, recreation, and resource protection) and minimize impacts (e.g. mitigations, replacement of facilities, etc.).

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Some stakeholders expressed frustration about the impact multiple projects have on the Parkway, citing examples of public works projects that would tear up parts of the Parkway one year, and then a different public works project would tear up the same part the next year. On a broader level, stakeholders are concerned that it is difficult to understand who is responsible for managing what portion of the Parkway. They would like the Update to consider how to make this information more accessible.

Collaborative Relationships: The RCMP recommends that the Update should “refine existing Parkway management mechanisms as necessary to give appropriate status to the cooperative relationships that have developed over the past 7 years through the Water Forum and the LAR Task Force.”⁴ During interviews, stakeholders shared their belief that significant progress had been made through collaboration over the last decade. However, they feel the number of agencies involved in the Parkway continues to be a challenge. These stakeholders would like the Update to consider ways to further encourage consultation across agencies and with the public. One proposal suggested was an appointed body comprised of representative interests and technical expertise that reviews proposed projects within the Parkway. Others prefer the existing system where informal input from a broad array of stakeholders is provided through the Lower American River Task Force, the Parks & Recreation Commission makes formal recommendations, and the County Board of Supervisors makes decisions.

Adoption of Plan by City of Rancho Cordova: Several stakeholders also anticipate that the newly incorporated City of Rancho Cordova, which now includes a portion of the Parkway, may want to adopt the updated Parkway Plan into its general plan, consistent with the practice of the City of Sacramento. Stakeholders encourage involvement of the City of Rancho Cordova during the update.

Update of Folsom Lake State Recreation Area (FLSRA) General Plan

A few stakeholders see the concurrent update of the Folsom Lake State Recreation Area (FLSRA) General Plan as an opportunity to clarify management responsibilities for Lake Natoma and encourage policy consistency between areas of the Parkway above and below Nimbus. The Parkway Plan includes Lake Natoma, however, the area is owned largely by the Bureau of Reclamation (Reclamation) and managed by the California Department of Parks and Recreation (DPR). DPR would like to see the Update recognize the administrative boundaries and management responsibilities of DPR and Reclamation and reference the Folsom Lake State Recreation Area (FLSRA) General Plan as the primary document providing management direction in Lake Natoma. The FLSRA General Plan is currently undergoing revision and DPR is interested in working collaboratively during the ARPP Update to encourage consistency between the Parkway Plan and the FLSRA General Plan.

⁴ River Corridor Management Plan, p.103

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Area Plan Issues or Opportunities

Purpose of Area Plans: There is a difference in philosophy among stakeholders about the value the “rigidity” of the Area Plans, which is a term used by some stakeholders in reference to the fact that changes to the Plan must be approved by the County, the City of Sacramento and the State Legislature. Many stakeholders feel this is an essential protection because local land use plans are too easily amended. On the other hand, a few stakeholders see a need for increased flexibility. These stakeholders would like to develop a process for revising area plans when needed to encourage beneficial projects. As long as these projects are consistent with the Parkway’s goals and policies, the revised area plans would not need legislative approval. In most areas of the Parkway, the area plans represent a careful balance of recreation and natural areas. Some may need minor adjustments to plan boundaries, due to error or land acquisitions. However, stakeholders identified that the following area plans need more extensive attention:

Discovery Park Area/ Discovery Park East Area: Some stakeholders believe that the developed recreation areas within Discovery Park effectively serve as a regional park, given its location next to Interstate 5. They note that Discovery Park is a popular venue for large special events and would like to see the Parkway Plan better reflect this use. They would like the Update to allow for outdoor concerts, overnight RV camping when there are events in Old Sacramento, and other active uses. Other stakeholders are concerned that these kinds of activities should not be allowed within the Parkway, or worry that if they are allowed in one area, they will eventually be allowed in other areas of the Parkway. A few stakeholders noted that it is difficult to access Discovery Park from the Natomas area on a bicycle or by foot area and would like to see this improved. Currently, the Discovery Park East area is largely under private ownership. Should the area become publicly owned in the near future, the update could address planning for this section of the Parkway.

Woodlake: A broad range of stakeholders expressed a great deal of concern about the Woodlake area (426.2 acres on the north side of the river, adjacent to Highway 160) as noted in the previous sections on land use, transportation use, public safety and funding. At the time the ‘85 Parkway Plan was completed, the Woodlake area was still privately owned. The Plan states, “Once the land is acquired, plans for use of the land will be prepared taking into consideration the state registered archaeological site located in the area and the habitat for threatened species.” (ARPP 10-6).

North Sacramento stakeholders express deep frustration that since purchasing the land in 1989, the County has not conducted planning for this area. They believe their residents are afraid to use this portion of the Parkway and would like to be involved in planning for Woodlake’s future. Furthermore, they believe the Update process must address perceived funding inequities between the lower and upper reaches of the Parkway.

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Nearly all stakeholder interviewed agree that Woodlake has been harmed by the prevalence of illegal camping and deserves significant attention during the Update. Stakeholders are eager to develop a Woodlake Area Plan that is sensitive to habitat and includes recreational amenities. Some specific amenities suggested by stakeholders include: water fountains, bathrooms, interpretive education opportunities/ centers, a river observation deck, a large picnic facility, a waterfront trail, concessions such as bicycle rentals, and improved signage.

Most stakeholders agree that a primary goal for planning this area should be to attract legitimate users. There are significant proposals for habitat restoration in the Woodlake Area. It is important to stakeholders that these plans be reconciled with the desire to encourage more recreational use of the area. A few noted that an updated area plan for Woodlake would enable site-specific planning to occur, which is an important requirement for pursuing grant funding to improve this area of the Parkway.

Cal Expo: This area is under the jurisdiction of the Cal Expo Board of Directors and managed by Sacramento County Department of Regional Parks, Recreation and Open Space (County Parks) under an agreement that has been extended yearly since 1993. Cal Expo is eager to have an updated area plan for the Cal Expo Area. This would enable site-specific planning for development of environmentally appropriate restoration and interpretive projects that would complement the adjacent State Fair. There are a number of proposals for the area, including an interpretive center adjacent to Bushy Lake, a restoration project in Chicken Ranch slough, a restoration project reconnecting Bushy Lake with the river to prevent fish stranding, and a potential land swap with the County. In addition, stakeholders note that any changes to the Area Plan will need to also be reflected in the Bushy Lake Preservation Act.⁵

Tiscornia Park, Jibboom Street East: There is a great deal of interest among stakeholders in the relationship between the Parkway, downtown Sacramento and Old Sacramento. Stakeholders reference the recent opening of the Sutter's Landing Park, planning for the Two Rivers Trail, redevelopment activity in the Richard's Boulevard area, and the Sacramento Riverfront Master Plan update as evidence of a need to consider how the Parkway relates to the emerging vision for these areas. Some stakeholders would like to consider whether the portion of the Parkway adjacent to downtown could be governed by a set of policies that maintain the integrity of the Parkway Plan but reflect the urbanized nature of the adjacent area. However, others raise concerns about visual intrusion from adjacent development. Stakeholders are generally willing to explore potential ways that the interface between the emerging vision for downtown Sacramento and the Parkway could be mutually beneficial.

City of Sacramento Interests: The City of Sacramento wished to express in this report that it has four interests related to the Parkway within the City of Sacramento.

- Address user's public safety concerns from illegal camping
- Maintain integrity of the Parkway Plan

⁵ California Public Resources Code, Chapter 9, beginning with Section 5830

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- Consider the relationship between the Parkway and land use adjacent to downtown Sacramento
- Consider the regional nature of the Parkway and how to secure adequate funding for Parkway operations and maintenance.

D. Stakeholder Process Design Suggestions

Stakeholders generally feel that the Update process should be guided by a representative and balanced group of Parkway stakeholders. They believe the group should gather feedback by leveraging existing working groups and meetings wherever possible to “avoid stakeholder burn-out.” A few stakeholders feel that the Lower American River Task Force (LARTF) could serve as the stakeholder group for the Update, but others feel that the LARTF is not appropriate to guide the process, but should be used as a resource during the Update, taking advantage of their familiarity with issues and collaborative attitude.

A few stakeholders felt that a significant amount of the work on updating the '85 Parkway Plan can be done independently at a staff level and then brought to an update committee to address controversial items.

Some suggested that representatives involved in the Update process should abide by ground rules about how he or she represents and communicates with his or her constituency. Participants who were particularly concerned that the process be responsive to community input offered the following suggestions:

- Keep the same people involved for the duration of the project for accountability,
- Make it clear how issues and concerns have been included in the final product,
- The process should be transparent and there should be no surprises in final documents,
- Staff and consultants should ensure that stakeholders have information ahead of time so that they can prepare to ask intelligent questions,
- When sending a draft for review, be sensitive to stakeholder needs in the review timeline, e.g. avoid holidays, allow for adequate review time, etc.; and,
- Make it easy and simple for stakeholders to review documents by including any referenced documents along with the primary document for review.

A few stakeholders note that the Update is an opportunity to develop new leaders and advocates for the Parkway, which is seen as particularly important given the region's future growth and diversity. Many also see public outreach during the Update as a critical opportunity to involve the general public. They feel the Update is an opportunity to educate Parkway users and broaden the constituency of those concerned about the Parkway's future.

ATTACHMENT B: Stakeholders Interviewed and Focus Group Participants

1. Elmer Aldrich, Bob Burrows, Frank Cirill, Jo Smith, *American River Parkway Advisory Committee*
2. Valerie Holcomb, *American River Parkway Foundation*
3. Ron Suter, Gary Kukkola, Sue Wise, Liz Bellas, *Sacramento County, Department of Parks, Recreation and Open Space*
4. Kim Kuenlen, *SAC Dog*
5. Bob Horowitz, *Sacramento Area Mountain Biking Advocates (SAMBA)*
6. Leo Winternitz, Nicole York Johnson, Sarah Foley, *Sacramento Area Water Forum*
7. Shawn Oliver, *Army Corps of Engineers*
8. Paul Devereux, *American River Flood Control District*
9. Bob Overstreet, Teresa Haenggi, *City of Sacramento, Department of Parks & Recreation*
10. Steve Peterson, Rebecca Bitter, Don Lockhart, *City of Sacramento, Department of Planning & Building*
11. Ed Cox, *Alternative Modes Coordinator, City of Sacramento*
12. Jane Hagedorn, *American River Parkway Funding Group*
13. Jim Micheaels, *California State Parks, Folsom Lake State Recreation Area*
14. Dave Lydick, *County Parks Ranger, member in City-County Board on Homelessness, Public Safety Subcommittee*
15. Gary Hobgood, Mike Healy, *California Department of Fish & Game*
16. Robert Sherry, Sunny Williams, *Sacramento County, Department of Planning and Community Development*
17. Lou Heinrich, *American River Natural History Association*
18. Frank Cirill, *Save the American River Association, River Park Neighborhood Association*
19. Tim Washburn, Peter Buck, *Sacramento Area Flood Control Agency*
20. Jim Jones, *Board member, American River Parkway Foundation*
21. Brian May, *Manager, Cal Expo,*
22. Connie Miottel, *Capitol Station District*
23. Michelle McCormick, *Parks & Recreation Commission*
24. Bob Slobe, Franklin Burris, Dave Lukenbill, *North Sacramento Chamber of Commerce*
25. Roger Neillo, *Sacramento County Supervisor*
26. Muriel Johnson, *Sacramento County Supervisor*
27. Don Nottoli, *Sacramento County Supervisor*
28. Illa Collin, *Sacramento County Supervisor*
29. Roger Dickinson, *Sacramento County Supervisor*
30. Leslie McFadden, *Legislative Advocate, Sacramento County*
31. Gregg Ellis, Steve Chainey, *facilitators for the LAR Task Force Bank Protection Working Group, JSA*
32. Harry Williamson, *National Parks Service*
33. Heather Fargo, *Mayor, City of Sacramento*
34. Ray Tretheway, *Councilmember, City of Sacramento*

ATTACHMENT B: STAKEHOLDERS INTERVIEWED AND FOCUS GROUP PARTICIPANTS

35. Rex Hime, *Cal Expo Board of Directors*
36. Gilbert Albiani, *Cal Expo Board of Directors*
37. Karen Pardiek, *District Director, Councilmember Ray Tretheway*; Joann Cummins, District Director, Council member Sandy Sheedy; Sue Brown, District Director, Council member Steve Cohn; David Gonsalves, District Director, Council member Dave Jones; Patricia Clark, District Director, Council member Robbie Waters

Existing Recreation Focus Group

Eric Bean, Buffalo Chips; Lea Brooks, Sacramento Area Bicycle Advocates; Skip Amerine, Sacramento County Bicycle Advisory Committee; Holly Wenger, Central California Canoe Club; Mike Ammon, River City Paddlers, California Department of Boating & Waterways; Katie Baygell, ARP Volunteer Equestrian Patrol; Yvonne Romero, Sacramento Bike Hikers; Glenn Moore, Sacramento Wheelman

Neighborhoods Adjacent to the Parkway Focus Group

Mike Gunby: East Sacramento Improvement Assn; Dave Lukenbill: Sierra Oaks resident/ North Sacramento Chamber of Commerce; Betsy Weiland: SCAN – Sacramento County Alliance of Neighborhoods; Michael O’Sullivan, Woodlake Neighborhood Assn; Eddie Kho: Rancho Cordova Planning Advisory Council (CORPAC); Catherine Camacho: Alkali Flat Neighborhood Assn; Howard Jones: Dos Rios Neighborhood Assn; Debbie Rajender: Carmichael Community Planning Advisory Council and Chamber

Neighborhoods Adjacent to the Parkway Follow-up Focus Group:

Betsy Weiland: SCAN – Sacramento County Alliance of Neighborhoods; Betty Tice: Campus Commons Park Board; Dave Lukenbill: Sierra Oaks resident/ North Sacramento Chamber of Commerce; Dick Barbar: Carmichael Colony Neighborhood Assn/Chair, Carmichael Community Plan; Geoff Simcoe: Fair Oaks CPAC; Ian McCarty: McKinley/Elvas Neighborhood Alliance; Michael O’Sullivan: Woodlake Neighborhood Assn; Mike Gunby: East Sacramento Improvement Assn; Sharon Doughty: Carmichael Creek NPA; Tom Chrisman: Carmichael Colony Neighborhood Assn

Environmental Focus Group

Al Freitas, Environmental Council of Sacramento; Felix Smith, Save the American River Association; Elmer Aldrich, American River Parkway Advisory Committee; Alta Tura, Audubon Society, Urban Creeks Council; Jack Sohl, Save the American River Association; Alan Wade, Save the American River Association

ATTACHMENT C: Documents Reviewed

American River Parkway Advisory Committee, Meeting Minutes, Friday, July 19 2002

American River Parkway Financial Needs Study, prepared for the American River Parkway Funding Group and the Sacramento County Department of Regional Parks and Open Space, prepared by the Dangemond Group, July 14, 2000

American River Parkway Plan, Sacramento County Planning and Community Development Department, December 1985

Cal Expo Floodplain Management Plan, DRAFT November 1987

Five Year Plan for Reducing and Mitigating Homelessness in Sacramento County, Sacramento County and Cities Board on Homelessness, March 2002

Folsom Lake State Recreation Area, Scope of Services for General Plan, Exhibit A 2002

Lower American River Wetland Slough Complex: A CALFED Floodplain Management Habitat Restoration Project, submitted by Ducks Unlimited in collaboration with Cal Expo, Sacramento County Water Resources Division, Sacramento County Department of Parks & Recreation and the Sacramento Area Flood Control Agency, 2000Memorandum on the Update of the American River Parkway Plan to Sacramento County from the California Department of Parks and Recreation, Gold Fields District, Folsom Lake State Recreation Area, November 5, 2001

Memorandum on Interests in the American River Parkway, prepared by the North Sacramento Chamber of Commerce and the Uptown Community Development Corporation, 2002 www.northsacramentochamber.org

Public Perception Survey, Prepared for the Sacramento County Department of Regional Parks and Open Space, prepared by Research Network Ltd., March 2001

River Corridor Management Plan, prepared under the auspices of the Lower American River Task Force, January 2000

Summary of the Preliminary Draft, Metropolitan Transportation Plan, Sacramento Area Council of Governments, January 2002

Staff Report to Board of Supervisors, 3/26/02, Item #18 Opportunities for Enhanced Recreation Facilities/Activities in the Woodlake Area of the American River Parkway

Web site materials of Sacramentans for Recreational Diversity (currently name is Sacramento Area Mountain Bike Association), August 2002
<http://www.sustainableenterprises.com/SAMBA/>

Web site materials and memorandum from SACDOG www.sacdog.org August 2002

ATTACHMENT D: Stakeholder Feedback on the March 5th Draft

Who	Section or Issue	Comment submitted via e-mail or letter
Mike Gunby, East Sacramento Improvement Association	Attachment A: Stakeholder Assessment	On Page 25, "New Recreational Uses", Mountain Biking. While "mountain biking" is the most common usage would it be more accurate to refer to "off-pavement biking"? Same section, second sentence. While a multi-use loop trail from Guy West Bridge to Discovery Park is a great idea should this be that specific at this level? Just a thought. Same section, #3 please change "off-trail" to "off-pavement". Sounds like bicycling cross-country and not on a trail or dirt road. The reason I believe this is important is the bicycling, according to the '85 parkway plan is not allowed even on dirt and gravel roads where hikers, equestrians and even vehicles can access. Also, I believe you should add a comment about bicycling on existing trails and dirt roads. Many trails exist now and the potential impact can be greatly reduced over new trails. Thanks for your help I think you did a great job on the draft. Sorry, I have one more comment. Can you add a comment about previous environmental reviews on the subject off-pavement bicycling have resulted in 2 "Negative Declaration" documents in the last 15 years. The documents were prepared by Sacramento County Department of Environmental Review and Assessment (DERA) Sorry again! I had another thought. Maybe addition to the CAC could be a representative from the Sacramento City / County Bicycle Advisory Committee. These folks are appointees by City Council members and County Supervisors to advise on bicycle related projects. Please contact: Ed Cox, City Alternative Modes Coordinator, at (916) 264-8434 Bob Ireland, County Public Works, at (916) 874-6743
Valerie Holcomb Executive Director American River Parkway Foundation	Section III, G Composition	I have some initial comments about the composition of the CAC. At the risk of sounding self-serving, I believe the American River Parkway Foundation and the ARP Ad hoc funding group should not share a "seat" on the CAC. I can understand that you want to control the size of the group, but these are two quite separate organizations. The Parkway Foundation has a significantly broader role on the Parkway than funding. As the Parkway Foundation's volunteer coordination efforts grow, we can play a significant role in the implementation of the Parkway Plan Update. I think the funding group interacts with County Parks, and the Parkway Foundation interacts with County Parks, but there is not much interaction between the funding group and the Parkway Foundation. I think there is less overlap in membership between the Ad Hoc group and Parkway Foundation than with many of the organizations. Our missions are very different. We also have some shared membership with ARNHA, SARA and many of the recreation groups. While someone from the Parkway Foundation might adequately represent the Ad Hoc group, there is only one member of the Ad Hoc group who could represent the interests of the Parkway Foundation. Second, I was a surprised that the Invasive Plant Management Program (Sacramento Weed Warriors) is not listed. Do they fall under SAFCA? Have you considered Granite Bay Flyfishers as a fishing organization? I know they are a large, active membership group.

ATTACHMENT D: Stakeholder Feedback on the March 5th Draft

Liz Kanter (individual involved in SacDOG)	Off Leash Dog Recreation	Thank you for sending me the Draft Convening Report. I have several concerns about page 25 under New Recreational Uses. As you may know I enthusiastically support off-leash recreational areas for dogs. The Board rejected one proposed pilot program for the Paradise Beach area not the entire Parkway. Further, we (dog owners) have NEVER wanted access to the bike trails, populated areas of the Parkway or environmentally protected areas of the Parkway. Lastly, the closing statement in your report seems to say that because off-leash areas are controversial to some that therefore the County should never do anything innovative because it is controversial, is a sad comment on the County. I suggest that the task force be appointed and look at alternatives rather than simply rejecting this new use. Take a look at other counties nationwide, Pt. Isabel in Richmond for example. The East Bay Park District recognizes that all recreationists can co-exist. Thank you for allowing me to make comments on your report.
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Michael Picker, kayacker	Section III, G Composition Attachment A: (woody debris)	I can't make the meeting, but after some reflection and discussion with others, I'd like to comment on two points: Page 17: boating organization We noted four distinct categories of boaters, who have weak organizational links with each other, and dissimilar interests. 1. Drift boaters, many of whom are commercial fishing guides. 2. Down river kayakers, a. many of whom are training classes run by ASI Peak Adventures through Current Adventures and California Canoe and Kayaks, b. recent graduates improving their skills before moving onto other rivers (some of whom are aggregated through Gold Country Paddlers), c. flat water kayakers and slalom racers who are active through River City Paddlers, d. Eppies racers, some of whom train through Current Adventures or other schools. 3. Free style kayakers who congregate at San Juan Rapids 4. Rafters, most often those using equipment from rental facilities. This diversity poses a challenge for creating one seat at the table, getting good feedback, and especially for building consensus. Page 22: "Placement of woody debris in the river to enhance aquatic habitat, consistent with recreational safety..." Several of us have had discussions with whitewater park and habitat designer Gary Lacy, who has several times incorporated recreational features (white water play spots) within his numerous Colorado and Rocky Mountain states projects...Thus, recreationists would like to see how and where those features could serve multiple purposes here as they have in other locations where habitat is being considered and designed...
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ATTACHMENT D: Stakeholder Feedback on the March 5th Draft

Frank Wallace Coord. Sac.Weed Warriors	Section III. Composition of CAC	As was discussed at the recent Lower American River Task Force meeting, I would like to indicate my interest on representing the CNPS-Sacramento Valley Chapter as a member of the Citizens Advisory Committee for updating the American River Parkway Plan. I have discussed this request with Chris Lewis, our chapter president, and she strongly concurs that CNPS should be represented as a member of this important committee.
A Project of the California Native Plant Society- Sacrament o Valley Chapter		As you know, I have been representing CNPS on the LAR TF for the past 2 years. I am also the coordinator for the Sacramento Weed Warriors (SWW), an environmental stewardship initiative being implemented under the leadership of CNPS. Since May 2001, SWW has been implementing this comprehensive volunteer program to remove invasive non-native plants along the American River Parkway and in other natural areas in the Sacramento region. Because of our success in developing an extensive partnership engaged in invasive weed removal, I was awarded a contract to implement the Community Stewardship Component of the American River Parkway – Invasive Plant Management Project, which is cited as one of the recommended actions in the LAR River Corridor Management Plan. Because of my extensive involvement in invasive plant removal and control throughout the Parkway, and because I am strongly committed to enhancing citizen/youth participation in environmental stewardship, I believe I will bring a unique perspective to the planning process for updating the American River Parkway Plan. I hope you and the co-sponsoring agencies will accept my request to be included as an additional member of the Citizens Advisory Committee. I look forward to receiving your decision.
Bob Horowitz Sacramento o Area Bicycle Advocates	Attachment A	Thank you for sending me a copy of the draft convening report. I do have a comment on Page 26, New Recreational Uses, Mountain Biking, near the bottom of the page. The sentence reads: "If addressed, stakeholders feel that the following information would need to be considered: 1) compatibility with other users, 2) potential environmental damage, and 3) variety and demand of off-trail cycles, present and future." I was a little confused by the wording of item 3; does the writer mean "variety of and demand for off-trail cycling experiences"? or (better yet) "...non-paved cycling experiences" or something like that? Hope that helps. Thanks for all of your hard work.
North Sac Chamber	Multiple issues	SEE ATTACHED LETTER
Frank Cirill, Save the American River Assoc.	Multiple issues	SEE ATTACHED LETTER

ATTACHMENT D: Stakeholder Feedback on the March 5th Draft

Deborah Condon	Inclusion of communities in City of	I received a copy of your report Process Recommendations for Updating the American River Parkway Plan
Midtown resident	Sacramento on the South Side of the River	My greatest concern is the lack of participation of representatives of business and neighborhood groups west of I-80, especially those on the south side of the river who have little or no access except through areas heavily used by the homeless. I live in the midtown area in the Boulevard Park neighborhood and I would not use the 20th street connection to the river to commute either east to the suburbs or to get to Old Sacramento because it is too dangerous and unsightly. We have turned our backs to the river in planning for the midtown and downtown area. These areas have both the greatest concentration of a diverse population and the best opportunity to connect bicycle commuters to work. There is a perception that funding for the parkway benefits mostly the wealthier less ethnically diverse neighborhoods. The update provides an opportunity to include benefits for the entire city and county. In addition, the lack of planning for access and enhancement of these south-bank-of-river area constitutes a red-lining of poorer neighborhoods from recreational opportunities and borders on an environmental justice issue. Some of Sacramento's poorest neighborhoods (verified in the 2000 census data) are the Dos Rios neighborhood near Richards Boulevard, the Alkali Flats area and Mansion Flats neighborhoods west of 16th St. The areas east of 16th street are a little better off, but should also be considered for the composition of the Citizens advisory committee. In addition, the Richards Blvd Business group (not certain of its name) should be included. It is very poor planning when equestrian and mountain bike groups have a voice but neighborhoods do not. I suggest that the Neighborhood Advisory Group (NAG), an umbrella group of neighborhoods, be contacted and included (Paul Harriman [harriman@mgci.com]), they may have the contacts for all the neighborhood groups that are adjacent to the river. I believe that the City of Sacramento has a neighborhood division with contacts for all the neighborhood groups, especially for Boulevard Park Neighborhood Association, Marshall School Neighborhood Association, Dos Rios, Mansion Flats NA, Alkali Flats NA.
Betsy Weiland, SCAN (Sac County Alliance of Neighborhoods)	Composition of the CAC	I apologize. I know I am late with these comments. Mr. Dave Lukenbill emailed me with a concern that once again the North Sacramento area and in particular the Woodlake Community were not being adequately represented in discussions concerning the Parkway. After revisiting the minutes from our neighborhood focus group meetings, I agree that there was serious concern expressed by many that these were areas of the Parkway that deserve special attention and consideration. They are places that have long been neglected and present very special challenges. We need individuals at the table who deal on a daily basis with the problems that occur in these particular areas of the Parkway. They will bring a thorough understanding and urgency to the process. I respectfully ask that you add strong representation to the CAC from North Sacramento and the Woodlake Neighborhood Association. I think these areas are definitely deserving of some long overdue attention in regards to their relationship with the Parkway. There are pressing issues here that involve fairness, critical underutilization of the Parkway's resources, both natural and recreational, and public health and safety.

ATTACHMENT D: Stakeholder Feedback on the March 5th Draft

As always, thank you very much for your time and consideration. I look forward to your response.

Mary Brill, SCAN	Composition of the CAC	I totally agree that neighborhoods that the Parkway is part of should be active members of the committee.
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I have heard that the city has not been as good a care taker as the County.

Betsy Weiland, SCAN	Funding for the ARP	Thank you for your prompt response to my comments, and I especially appreciate your willingness to accept these late suggestions. I would like to reinforce something Mary said. As usual she hits the nail on the head. Hopefully the Parkway Plan Update will include open and frank discussion relating to the city of Sacramento taking some fiscal responsibility for the maintenance and upkeep of the River and Parkway. Am I correct in my understanding that they do not contribute any money at all to this City and County treasure? I know one of the concerns our focus group raised was to try and finds ways to establish more reliable funding sources for the Lower American River Parkway. I'll try and gather any further thoughts together and not dribble them out. I presented the Convening Report at a SCAN meeting tonight and asked for thoughts on how neighborhoods can stay connected to the process. I know this is going to be a problem, and we did not come up with any real solutions at our initial focus group meetings. Once again, I know how busy you are and I sincerely appreciate your attention to SCAN's questions.
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Sacramento Dog Owners Group Board of Directors, Kristin Arnold, Director Sandy Harrison, Director Don Kuhwarth , Vice- President Jackie Kuhwarth , President Valentina Mair, Director Pamela	Sections related to off-leash dog recreation	The Sacramento Dog Owners Group Board of Directors sincerely appreciates this opportunity to comment on the March 5 draft recommendations for updating the American River Parkway Plan. We find the recommendation to exclude all consideration of off-leash recreation from the update to be absolutely unacceptable, arbitrary, and exclusionary. In the course of our advocacy, we have gathered more than 1,500 signatures in support of off-leash recreation along the river, and found fully 70 percent of residents in neighborhoods near the River supporting us. There is simply no sound basis for excluding a point of view so widely held from the planning process. On Page 18, the report recommends excluding off-leash recreation advocates from the Citizens Advisory Commission because "these needs are being addressed Countywide." That is not true. The county parks department, in interdepartmental communication, has only recommended that a task force to identify off-leash recreation areas be created. Furthermore, the county parks department has stated flatly that the Parkway "shall not be considered appropriate locations for offleash recreation areas," and that the task force will not address the issue. As you can see, the county is not meaningfully addressing off-leash recreation in the parkway; hence, that cannot be used as a rationale for omitting this important issue from the planning process. On Page 25, the recommendations correctly note that some people strongly favor off-leash recreation, and some do not. It then draws the stunning conclusion that off-leash
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ATTACHMENT D: Stakeholder Feedback on the March 5th Draft

Mowry,
Treasurer
Janel
Silva,
Secretary
Sharon
Simms,
Director

recreation not be considered because it "is so controversial that it would consume a great deal of stakeholder and staff resources during the update." The plan should not address an issue because it's controversial? We find that conclusion to be mind-boggling irrational and outrageously undemocratic. Off-leash recreation must be addressed and considered precisely because it is an issue of such great importance to so many people, and because it is controversial, and is not now being addressed in any meaningful way.

In the same paragraph, the report suggests that last year's rejection by the Board of Supervisors of an off-leash area at Paradise Beach "should give policy guidance for the update." We recently reviewed a videotape of that meeting. The Board did indeed reject that specific proposal, but it also rejected the Parks Department Director's request to exclude the parkway from future consideration of off-leash areas. In fact, only one member (Supervisor Colin) expressed opposition to any off-leash recreation in the Parkway. Supervisor Johnson supported the Paradise Beach proposal and said the County must find areas along the river where this popular activity can be allowed. Supervisor Nottoli specifically said he wouldn't support a motion that ruled out all off-leash recreation in the parkway. Supervisor Dickinson carefully worded his motion to consider further study of the issue in such a way that did not rule out the Parkway. As you can see, a majority of the board actually favored more study of this issue and acted accordingly at that meeting, even though county staff has failed so far to act on it in accordance with that guidance. So the policy guidance coming from that meeting is this: off-leash recreation in the parkway remains an issue of great importance to many people, it must be considered, and its advocates must be heard.

You cannot make a controversial issue disappear by ignoring it. You must face it. Please do not exclude off-leash recreation supporters from the parkway planning process.

We appreciate this opportunity to comment on this important issue. Thank you for your time and consideration.

ATTACHMENT D: Stakeholder Feedback on the March 5th Draft

Summary of Meeting Comments and Questions Lower American River Task Force Meeting March 11, 2003

(Bill Griffith) What is the role of Parks and Recreation Commission during the update? Please show this is the graphic depicting the process

(Jim Morgan) How does the RCMP fit into the Update? There is scientific and technical information as well as management recommendations in the RCMP that can be helpful in updating the sections on natural resources and flood control (specific policies and chapters within the '85 Parkway Plan)

(Frank Cirill) ARP Advisory Group should also be included in the process design and graphic depiction of the process, since it is an advisory group to Parks Commission.

(Rick Bettis) How do State/Federal agencies fit into the process? Any public agency with management responsibility or regulatory oversight within the Parkway is welcome to participate in the Technical Team.

(Follow up) (Rod Hall) Will there be a formal request for involvement of State / Federal agencies reps? (i.e. formal letter of invite). Yes, this can be done.

(Vicki Lee) California Native Plant Society is key to include on the CAC because of invasive Plant Mgmt Program.

(Connie Miottel) Suggest that the Tech Team include SACOG, since they are heavily involved in regional land use and transportation planning.

(Tim Washburn) *follow on to previous comment* – We should be thinking about the desirability of encouraging in-fill growth patterns, therefore it is important to include SACOG in the ARP Strong agreement to SACOG as a key part of this conversation. If we request SACOG support of this process, there may be potential additional resources related to transportation planning.

(Frank Cirill) An important topic is how to satisfy recreational use demands and natural resource needs. Are there areas that are overused and underused in the ARP? We should be thinking about addition parcels that could be added, such as areas adjacent to Sutter's Landing Regional Park.

(Tim W.) – defining relationship between ARP and adjacent residential use (i.e. issues of setbacks and height requirement). How do we have appropriate buffers? Intense recreation outside ARP with flood protection and less intense recreation in ARP?

(Al Freitas) Suggest a more detailed flowchart and timeline e.g. – who does what and when? County Planning will develop a more detailed project management timeline once the process has been approved. (Follow on) Could this project extend into 2006 or 2007? It is currently scheduled to be completed at the end of 2005 and there is only funding available to support this process for this amount of time. If the environmental review takes longer than the 12 months anticipated then the project could extend into 2006

(Lois Wright) Caution those who are concerned about setback and height requirements that these are located in the Parkway Corridor Combining Zone, not within the ARPP – It is important to keep in mind the distinction because the process for changing the Parkway Plan includes approval by the legislature.

(Rick Bettis) Suggest that there be significant community outreach for other areas, in addition to those specified in draft documents.

(Bill Griffith) Make note that downstream of Paradise Beach there are currently no put-ins for canoe / kayak recreational use.

(Lois Wright) Could land use designations be changed in other areas (i.e. besides Cal Expo – Discovery Park?). We will not be looking at the area plans or land use designations of areas of the Parkway that are outside of the targeted area, however, when looking at updating policies, those are of course Parkway-wide policies

ATTACHMENT D: Stakeholder Feedback on the March 5th Draft

(Frank Wallace) What about other agencies that impact the Parkway (ex. Regional Sanitation District/Regional Transit, etc.)? We will invite all interested agencies to be a part of the Tech Team.

(Lois Wright) Suggest that one of the tasks should be to determine how far into future we are planning for? Is this a plan that should last for five years, ten years, etc.?

(Rod Hall) What is the relationship of ARPP Update to FLSRA (Folsom Lake State Recreation Area) general plan update? We propose that the County and State Parks identify overlapping issues for the Lake Natoma area and work to encourage consistency.

(Jim Micheals) *follow on to previous comment:* As the project manager for the FLSRA general plan update, I can give a status report. We are 8 months into process and anticipate completing by Summer 2004; We plan to maintain close communication and coordination with the County; Presentations or briefings on FLSRA update could be provided. We don't foresee any inconsistencies

(Gary Hobgood) Note that compliance with Wild and Scenic River Acts (State / Federal) will be an important consideration during the update. Suggest that the National Parks Service and the State Scenic Rivers Coordinator
inclusion of NPS – National Park Service on Tech Team

(Al Freitas) When was the decision made regarding focus on certain geographical areas for area planning during ARPP Update? How much would be needed to do so for entire ARP? The staff recommendation to focus the area plan updating on the lower reach grew from the stakeholder assessment that identified a great deal of concern with this area of the Parkway. It terms of what it would cost to review each area plan with community workshops, etc. one could make a rough estimate by assuming that the portion of the Parkway we are focusing on is somewhere between 1/3 to 1/4 of the Parkway's total area. So, you could take the current budget for this task, which is approximately \$200,000 and multiply it times 3 or times 4, so it would be somewhere between \$600,000-\$800,000.

(In response to follow-up questions). It is important to clarify that when dealing with Parkway policies and funding, the update will be looking Parkway-wide. It is only the task related to updating area plans where the scope is limited to the targeted area (Cal Expo to the confluence with the Sacramento River). This is not to say that it would not be a worthy endeavor to update area plans throughout the Parkway, however, since we have limited funds we are focusing on the area that is most in need of planning.

(Art White) "If you don't have a plan you don't know where you're going ... "I think you're going in the right direction."



Mr. Sunny Williams, Planning Dept.
Sacramento County
827 7th Street, Room 230
Sacramento, Ca 95814

Dear Mr. Williams:

The North Sacramento Chamber of Commerce has reviewed the **Draft American River Parkway Convening Report** and has many concerns about the document, the approach to the update, and it's environmental and social justice implications to the North Sacramento Community.

North Sacramento and the Uptown Business District, are the most impacted along the parkway (due to violence, habitat destruction, lack of facilities/amenities) and we are offended that after hours of meetings with outreach staff, that the Chamber and our community are still NOT being invited to have a seat at the table in the update process. It is wrong, and this process needs and should value our participation.

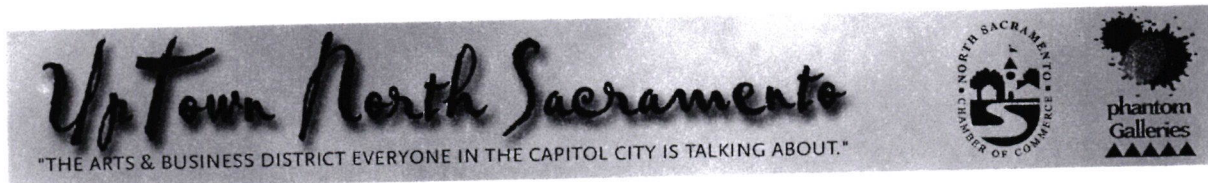
As with last year's Lower American River Management Plan process, which our community was also left out of the process on, we demonstrated by our voluminous comments on that final plan that we understood this section of the parkway better than some of the County's consultants. That experience and knowledge should be appreciated and welcomed into what is a "public" process.

While our vocal advocacy has been praised by many stakeholders for raising tough questions about stewardship, maintenance and management of the Parkway, it seems that the exercise of that American right has caused government officials to decide that we should be excluded from the process. This is disheartening and disappointing in a process to care for such an important regional asset at the American River Parkway.

As a sponsoring agency of this update, we encourage you to re-examine the past environmental injustices to our challenged community directly related the Parkway's Plan, Maintenance and this update and request that you provide the Chamber a seat at the table.

As to other specific concerns we have with the Convening Report, we request a written response to the following items:

1. The LARMP and this process are not collaborative processes but rather public driven processes and open for public participation.
2. Clarify the role of the Citizen's Advisory Committee in relation to the LARMP in terms of influence in updating the plan.
3. It is proposed to have three meetings for the Woodlake/Cal Expo Reach to develop a "plan." First, we would propose to separate Woodlake and Cal Expo. They are different in geography, flora, fauna and, most importantly, ownership.
4. Why are just three public meetings allocated for this section? Since the County was going to update the Plan for this section in 1989 and never did so resulting in no plan, how do we create a plan in only three meetings?
5. How will we be assured that there will be broad outreach into North Sacramento for this development of a plan for our reach of the parkway from the 95815 area?
6. This seems unfair at best to ask our community (given mobility challenges of many residents) to simultaneously plan our unplanned section of the parkway and participate in the update of the planned parts of the parkway.
7. We would like the convening report to acknowledgement that there is currently NO plan for this section of the Parkway. This, and the gross and inequitable park service we have been provided here over the decades, should give this community MORE weight at the table, not less as proposed.
8. We would like a separate budget for planning the Woodlake Reach to pay for community meetings and outreach to the North Sacramento Community at large.



9. We would like clarification as to what a "local jurisdiction representative" will be and how that will affect the balance of the committee make-up as indicated in the Convening Report. (I.e. will those participants be residents, business owners, social service advocates, and how will they be chosen/appointed?)
10. We wonder why RT is recognized as a local jurisdiction? What about Union Pacific Railroad, Caltrans, WAPA, SMUD, Radio Stations, PG&E and others that use and sometimes abuse this Reach of the Parkway? County Park maintenance folks regularly complain, legitimately, about them as related to access, tree cutting and more. Why are they not at the table?
11. Why is there reference to accessing services from Northgate Boulevard repeatedly in the document, when Del Paso Boulevard is closer? Why is Del Paso Boulevard/Uptown District not mentioned?
12. We would like a copy of the 1998 Sacramento County Interpretive Plan (SCIP) noted under Interpretive Education.
13. The Report refers to Illegal Camping and that this Reach (Woodlake) is "seen as unsafe." We would like recognition of the fact that it is both unsafe and dangerous, not simply perceived as such (death, attempted assaults and rapes and mugging of bicyclists all occurred in 2002).
14. Relating to Fire & Safety, this Reach has had over 150 acres burn due to illegal campfires in the last year. We want a solid plan to eliminate the destruction of this Reach by illegal fires and further, to see the plan address policy for fire prevention in Parkway (In 2002, 400 year old living California Native Black Walnuts were cut down because the firefighters did not want to take the time to coat them with a fire suppressant. The consequence was the destruction of the largest native walnut grove west of the Mississippi.)
15. Future Governance and ownership of the Parkway should be "on the table" in the process. We echo the suggestion of other Stakeholders that a non-profit umbrella organization (much like the Conservancy's successful oversight of the Consumnes River Preserve) would open up more resources for the long-term health and preservation of the American River Parkway. It would also remove the conflict of interest that many governmental agencies have in funding priorities, focus and cross missions within the Parkway.
16. Why are the City's of Rancho Cordova and Folsom and their Chamber's not included or mentioned in the process as these jurisdictions each about Parkway?

We would very much like to have the meeting that was previously cancelled by the County that was intended to allow us an opportunity to offer our viewpoint and vision separately, something we believe the County owes us.

We look forward to your reply, and appreciate your thoughtful reconsideration of including local community participation in the Plan Update.

Yours in Service,

original / Signed

Franklin Burris
President
North Sacramento Chamber of Commerce

C: Hon. Roger Dickinson, County Supervisor
Hon. Sandy Sheedy, City Councilmember
Hon. Ray Tretheway, City Councilmember
Hon. Steve Cohn, City Councilmember
Uptown Community Development Corporation
Woodlake Neighborhood Association
Neighbors Aware, Inc.
Dixieanne Neighborhood Association
Sacramento County Alliance of Neighborhoods
Environmental Council of Sacramento (ECOS)
Center for Collaborative Policy

MEMO

To: SAFCA - Lower American River Task Force
Attn: Peter Buck and Catherine McCracken- Co-Facilitators
Attn: Sunny Williams - Project Manager - Sacramento County Planning Dept.
Attn: Sharon Huntsman - Center for Collaborative Policy

From: Frank F. Cirill - President Emeritus
Representative for the Save the American River Association

Subject: "Feedback" regarding the ARPP Update

Date: March 31, 2003

Comments:

In accordance with your request at the March 7, 2003 meeting of the SAFCA Lower American River Task Force - listed below is "feedback" regarding the ARPP Update.

General Comments

1. Because in most cases, the boundaries of the Parkway are the levees, bluffs or the adjacent developed communities, there are not opportunities to expand the Parkway. However, one significant private in-holding remains, the Urrutia property - approximately 123 acres. This should be purchased whenever funds are available.
2. Sacramento County Ordinance 9.36.061 (d) prohibits off-leash dogs throughout Sacramento County which includes the American River Parkway. Because off-leash dogs are not under the physical control of their owners, they can engage in aggressive actions which cause apprehension, fear and injuries to park users. Off-leash dogs also cause damage to the natural habitat and injure or kill wildlife. Off-leash dogs should be designated in the Plan Update as a prohibited use. Also, all leashes should be no longer than 6 feet in length as required by the County Ordinance.
3. Presently the Parkway does not have an assured steady stream of funding. On a year to year basis the County Parks Department is confronted with the annual battle for adequate funding. Because of the large County Budget deficit, funding short falls will exist for the next several years.

Funding will be further impacted because the County's tax base is and will continue to decrease as more areas become incorporated cities. Examples of this are: Elk Grove, Citrus Heights and Rancho Cordova. Also, even though one third of the Parkway is in the Sacramento City limits - the City does not contribute any funds. This important issue should be addressed in the Plan Update.

The Ueda Parkway is a riparian Parkway which meets the American River Parkway on the north side near the Woodlake area. A connection between the two parkways would provide interfacing between the two parkways. This would result in increased recreational benefits to the residents of North Sacramento and the Del Paso Heights areas. Presently these areas do not have convenient access.

5. The Two Rivers Pedestrian/Bicycle Trail on the south side of the river connecting the recently established Sutter's Landing City Park to the Sacramento River waterfront area in Old Sacramento should be given a high priority for funding and construction. This trail would provide a means of bicycle and pedestrian access for the midtown residents who wish to travel to Old Sacramento without using car or bus transportation. The trail would also open this south side area which is presently difficult to access.
6. The Parkway Corridor Combining Zone was originally enacted in 1978 and revised in 1987. An unsuccessful effort was made from 1998 through 2000 to amend the ordinance through the joint efforts of the Planning Department, the County Parks and Recreation Commission and the Save the American River Association.

This effort was prompted because of an increase in application for permits to build very large residences in the PC Zone. These large residences cause significant detrimental visual intrusions which detract from the naturalistic amenities of the American River Parkway. The latest application which is presently being considered, involves a residence approximately 11,800 square feet by 50 feet in height located adjacent to the Fair Oaks Bluff - the Cassano residence. This is the most massive residence ever proposed to be built in the PC Combining Zone.

Because the requirements of the PC Zone are minimal and particularly because there are no limits on size or height, the present ordinance does not control and/or prevent the proliferation of new applications for large residences in the PC Zone. Therefore, it is timely and appropriate to address this issue in the update of the Parkway Plan.

7. Throughout the Parkway Plan Update process, the following two points must be seriously considered.

It is the Primary Goal of the American River Parkway to protect, preserve and manage in as near-natural condition as possible, the American River Parkway as a perpetual greenbelt and open space.

A Secondary Goal it to permit and encourage human uses of the Parkway which do not conflict with the Primary Goal that protects these natural values. Whenever there is a conflict in determining appropriate uses of the Parkway, the Primary Goal shall prevail over the subordinate Secondary Goal.

PMC Handout 7/7/03
from Linda Budge

12a

Subject: RE: Planning contract.**From:** Linda Budge <lmbg@comcast.net>**Date:** Mon, 07 Jul 2003 08:37:28 -0700**To:** David Sander <Dmsander@ix.netcom.com>, David Roberts <dbr753@hotmail.com>, Robert McGarvey <rjmccgar@rocketmail.com>, Ken Cooley <ken.cooley@attbi.com>, Curt Haven <chaven@ranchocordova.org>, Chuck Cate <ccate@ranchocordova.org>, Steve Meyers <smeyers@meyersnave.com>

Gentlemen.

There are some items in this draft contract that we need to discuss before it becomes a final contract. Some of the important points that we raised in our questioning need to be added.

We asked each firm if we would be able to select and retain the staff, and the answer was yes. In this version, they are telling us which staff we would have. There are three people in the list who would represent us very well and have the degree of commitment to service that we want to establish. Those people would be Bill Campbell, Eric Norris, and Pam Nelson. As is outlined later in the Assignment clause, we are hiring a firm based on personal competence, experience, and professional reputation. This is a personal service and the people implementing the contract make or break the organization.

Under Facilities and Equipment, the way it's written makes it sound as though staff would not have access to a City computer or copy machine. Is this clause intended to apply to City offices or to the consultant's own main office? We would want our staff to be available by email and to be able to make and return long distance phone calls. I realize that this sounds common place, but there are jurisdictions who do not allow their staff to even return long distance calls! In addition, in some jurisdictions, a simple copy machine is available for use by the customers, and it's so valuable.

(Reading through all the insurance paragraphs, it occurred to me that we might want to add a hold harmless condition as a standard condition of approval. They do this in Roseville and in Folsom.)

The last sentence under Records Created is confusing, as it indicates that documents are confidential, however, planning applications and related documents are public documents, so it's unclear what the meaning of this might be.

Should Contract Administration simply identify "the city manager", rather than a particular person?

Exhibit A is supposed to be the Scope of Work, and Exhibit B is supposed to be the fees and charges, however, both those exhibits were developed for purposes of the proposal. The Scope of Services should be designed to reflect the services that we want for our City.

For instance, page two lists "Elements" which are quite specific. If counter and telephone assistance are listed, shouldn't internet assistance be added? There is no bullet point that specifically identifies implementing the zoning code. There needs to be a bullet specifically implementing the Cordova Community Plan. There needs to be a bullet point about designing and implementing a Code Enforcement program. It's unclear how staff would represent the City at LAFCO, SACOG, etc. There are times when technical staff is needed to sit on a committee, but this is an unclear bullet.

■ We asked that staff assigned to planning applications do the preparation of environmental check lists, neg decs, etc, and that was agreed to. Yet, again, because this is the original language from the proposal, it contains the method currently being employed in other jurisdictions, which is not the way we want to run our Planning Dept.

Under Code Enforcement, there is no description of IN SHAPE or SAVSA. Both could

← Improving Neighbors
Thur (Evaone)

← Sac. City Vehicle Abatement
Authority 07/07/2003 5:05 PM

**CONSULTING SERVICES AGREEMENT BETWEEN
THE CITY OF RANCHO CORDOVA AND
PACIFIC MUNICIPAL CONSULTANTS**

THIS AGREEMENT for consulting services is made by and between the City of Rancho Cordova ("City") and Pacific Municipal Consultants ("Consultant") (together sometimes referred to as the "Parties") as of July 1, 2003 (the "Effective Date").

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

- 1.1 **Term of Services.** The term of this Agreement shall begin on the Effective Date and shall continue until terminated by one or both of the Parties. The Parties acknowledge that while there is no overall timeframe for this Agreement, specific projects or tasks arising within the scope of services described in Exhibit A may be subject to timeframes for completion as specified by local, state or federal law or as may be mutually agreed to by both Parties. Consultant shall comply with all timeframes and completion dates: 1) specified in Exhibit A, unless the term of the Agreement is otherwise terminated as provided for in Section 8; 2) specified by local, state or federal law unless extended by applicable law; and 3) as may be set forth and mutually agreed to by the Parties in the future, unless otherwise extended by the City. The time provided to Consultant to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as provided for in Section 8.
- 1.2 **Standard of Performance.** Consultant shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which Consultant is engaged in the geographical area in which Consultant practices its profession. Consultant shall prepare all work products required by this Agreement in a manner conforming to the standards of quality normally observed by a person practicing in Consultant's profession.
- 1.3 **Assignment of Personnel.** Consultant shall assign only competent personnel to perform services pursuant to this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Consultant shall, immediately upon receiving notice from City of such desire of City, reassign such person or persons.

City acknowledges and agrees that Consultant has invested considerable time and money that would be difficult to quantify in the training and development of its employees. Therefore, without receiving the Consultant's written permission, City agrees to not hire, retain or contract with, any employee of Consultant who performs services for the City under this Agreement ("covered employee") for a period of one year from the date this

Agreement is terminated or one year following the separation of a covered employee from the Consultant's employment, whichever is earlier.

- 1.4 **Time.** Consultant shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Section 1.1 above and to satisfy Consultant's obligations hereunder.

Section 2. COMPENSATION. City hereby agrees to pay Consultant on a time and materials basis for services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Consultant's proposal, attached as Exhibit A, regarding the amount of compensation, the Agreement shall prevail. City shall pay Consultant for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Consultant for services rendered pursuant to this Agreement. Consultant shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City, Consultant shall not bill City for duplicate services performed by more than one person.

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

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

- Serial identifications of progress bills; i.e., Progress Bill No. 1 for the first invoice, etc.;
- The beginning and ending dates of the billing period;
- A Task Summary containing the amount of prior billings and the total due this period;
- At City's option, for each work item in each task, a copy of the applicable time entries or time sheets shall be submitted showing the name of the person doing the work, the hours spent by each person, a brief description of the work, and each reimbursable expense;
- The total number of hours of work performed under the Agreement by Consultant and each employee, agent, and subcontractor of Consultant performing services hereunder, as well as a separate notice when the total number of hours of work by Consultant and any individual employee, agent, or subcontractor of Consultant reaches or exceeds 800 hours;
- The Consultant's signature.

- 2.2 **Monthly Payment.** City shall make monthly payments, based on invoices received, for services satisfactorily performed, and for authorized reimbursable costs incurred. City

shall have 30 days from the receipt of an invoice that complies with all of the requirements above to pay Consultant.

- 2.3 **Total Payment.** City shall pay for the services to be rendered by Consultant pursuant to this Agreement. City shall not pay any additional sum for any expense or cost whatsoever incurred by Consultant in rendering services pursuant to this Agreement. City shall make no payment for any extra, further, or additional service pursuant to this Agreement unless such services have been pre-authorized in writing by City.

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

- 2.4 **Hourly Fees.** Fees for work performed by Consultant on an hourly basis shall not exceed the amounts shown on the fee schedule attached as Exhibit B.
- 2.5 **Reimbursable Expenses.** Reimbursable expenses, if any, are listed in Exhibit B. Expenses not listed in Exhibit B are not chargeable to City unless pre-authorized in writing by City.
- 2.6 **Payment of Taxes.** Consultant is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.
- 2.7 **Payment upon Termination.** In the event that the City or Consultant terminates this Agreement pursuant to Section 8, the City shall compensate the Consultant for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the date of written notice of termination. Consultant shall maintain adequate logs and timesheets in order to verify costs incurred to that date.
- 2.8 **Authorization to Perform Services.** The Consultant is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from the City Manager.

Section 3. FACILITIES AND EQUIPMENT. Except as set forth herein, Consultant shall, at its sole cost and expense, provide all facilities and equipment that may be necessary to perform the services required by this Agreement. City shall make available to Consultant only the facilities and equipment listed in this section, and only under the terms and conditions set forth herein.

City shall furnish physical facilities such as desks, filing cabinets, and conference space, as may be reasonably necessary for Consultant's use while consulting with City employees and reviewing records and the information in possession of the City. The location, quantity, and time of furnishing those facilities shall be in the sole discretion of City. In no event shall City be obligated to furnish any facility that may involve incurring any direct expense, including but not limited to computer, long-distance telephone or other communication charges, vehicles, and reproduction facilities.

Section 4. INSURANCE REQUIREMENTS. Before beginning any work under this Agreement, Consultant, at its own cost and expense, unless otherwise specified below, shall procure the types and amounts of insurance listed below against claims for injuries to persons or damages to property that may arise from or in connection with the performance of the work hereunder by the Consultant and its agents, representatives, employees, and subcontractors. Consistent with the following provisions, Consultant shall provide proof satisfactory to City of such insurance that meets the requirements of this section and under forms of insurance satisfactory in all respects to the City. Consultant shall maintain the insurance policies required by this section throughout the term of this Agreement. The cost of such insurance shall be included in the Consultant's bid. Consultant shall not allow any subcontractor to commence work on any subcontract until Consultant has obtained all insurance required herein for the subcontractor(s) and provided evidence thereof to City. Verification of the required insurance shall be submitted and made part of this Agreement prior to execution.

4.1 Workers' Compensation. Consultant shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Consultant. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than ONE MILLION DOLLARS (\$1,000,000.00) per accident. The insurer shall waive all rights of subrogation against the City and its officers, officials, employees, and volunteers for loss arising from work performed under this Agreement.

4.2 Commercial General and Automobile Liability Insurance.

4.2.1 General requirements. Consultant, at its own cost and expense, shall maintain commercial general and automobile liability insurance for the term of this Agreement in an amount not less than ONE MILLION DOLLARS (\$1,000,000.00) per occurrence, combined single limit coverage for risks associated with the work contemplated by this Agreement. If a Commercial General Liability Insurance or an Automobile Liability form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Such coverage shall include but shall not be limited to, protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from activities contemplated under this Agreement, including the use of owned and non-owned automobiles.

4.2.2 Minimum scope of coverage. Commercial general coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 or GL 0002 (most recent editions) covering comprehensive General Liability and Insurance Services Office form number GL 0404 covering Broad Form Comprehensive General Liability. Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001 (ed. 12/90) Code 8 and 9. No endorsement shall be attached limiting the coverage.

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

- a. The insurance shall cover on an occurrence or an accident basis, and not on a claims-made basis.
- b. Any failure of Consultant to comply with reporting provisions of the policy shall not affect coverage provided to City and its officers, employees, agents, and designated volunteers.

4.3 Professional Liability Insurance.

4.3.1 General requirements. Consultant, at its own cost and expense, shall maintain for the period covered by this Agreement professional liability insurance for licensed professionals performing work pursuant to this Agreement in an amount not less than ONE MILLION DOLLARS (\$1,000,000) covering the licensed professionals' errors and omissions. Any deductible or self-insured retention shall not exceed \$150,000 per claim.

4.3.2 Claims-made limitations. The following provisions shall apply if the professional liability coverage is written on a claims-made form:

- a. The retroactive date of the policy must be shown and must be before the date of the Agreement.
- b. Insurance must be maintained and evidence of insurance must be provided for at least five years after completion of the Agreement or the work, so long as commercially available at reasonable rates.
- c. If coverage is canceled or not renewed and it is not replaced with another claims-made policy form with a retroactive date that precedes the date of this Agreement, Consultant must provide extended reporting coverage for a minimum of five years after completion of the Agreement or the work. The City shall have the right to exercise, at the Consultant's sole cost and expense, any extended reporting provisions of the policy, if the Consultant cancels or does not renew the coverage.
- d. A copy of the claim reporting requirements must be submitted to the City prior to the commencement of any work under this Agreement.

4.4 All Policies Requirements.

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

4.4.2 **Verification of coverage.** Prior to beginning any work under this Agreement, Consultant shall furnish City with complete certified copies of all policies, including complete certified copies of all endorsements. All copies of policies and certified endorsements shall show the signature of a person authorized by that insurer to bind coverage on its behalf.

4.4.3 **Notice of Reduction in or Cancellation of Coverage.** A certified endorsement shall be attached to all insurance obtained pursuant to this Agreement stating that coverage shall not be canceled by either party except after thirty (30) days' prior written notice by first class mail has been given to the City; or ten (10) days if cancellation is due to nonpayment of premium. In the event that any coverage required by this section is reduced, limited, cancelled, or materially affected in any other manner, Consultant shall provide written notice to City at Consultant's earliest possible opportunity and in no case later than ten (10) working days after Consultant is notified of the change in coverage.

4.4.4 **Additional insured; primary insurance.** City and its officers, employees, agents, and volunteers shall be covered as additional insureds with respect to each of the following: liability arising out of activities performed by or on behalf of Consultant, including the insured's general supervision of Consultant; products and completed operations of Consultant, as applicable; premises owned, occupied, or used by Consultant; and automobiles owned, leased, or used by the Consultant in the course of providing services pursuant to this Agreement. The coverage shall contain no special limitations on the scope of protection afforded to City or its officers, employees, agents, or designated volunteers.

A certified endorsement must be attached to all policies stating that coverage is primary insurance with respect to the City and its officers, officials, employees and designated volunteers, and that no insurance or self-insurance maintained by the City shall be called upon to contribute to a loss under the coverage.

4.4.5 **Deductibles and Self-Insured Retentions.** Consultant shall disclose to and obtain the approval of City for deductibles before beginning any of the services or work called for by any term of this Agreement.

During the period covered by this Agreement, only upon the prior express written authorization of City Manager, Consultant may increase such deductibles with respect to City, its officers, employees, agents, and volunteers. The City Manager may condition approval of an increase in deductible levels with a requirement that Consultant procure a bond, guaranteeing payment of losses and related investigations, claim administration, and defense expenses that is satisfactory in all respects to each of them.

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

Section 6. STATUS OF CONSULTANT.

- 6.1 **Independent Contractor.** At all times during the term of this Agreement, Consultant shall be an independent contractor and shall not be an employee of City. City shall have the right to control Consultant only insofar as the results of Consultant's services rendered pursuant to this Agreement and assignment of personnel pursuant to Subparagraph 1.3; however, otherwise City shall not have the right to control the means by which Consultant accomplishes services rendered pursuant to this Agreement. Notwithstanding any other City, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Consultant and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of City and entitlement to any contribution to be paid by City for employer contributions and/or employee contributions for PERS benefits.
- 6.2 **Consultant No Agent.** Except as City may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

Section 7. LEGAL REQUIREMENTS.

- 7.1 **Governing Law.** The laws of the State of California shall govern this Agreement.
- 7.2 **Compliance with Applicable Laws.** Consultant and any subcontractors shall comply with all laws applicable to the performance of the work hereunder.
- 7.3 **Other Governmental Regulations.** To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Consultant and any subcontractors shall comply with all applicable rules and regulations to which City is bound by the terms of such fiscal assistance program once the City provides such information to Consultant.
- 7.4 **Licenses and Permits.** Consultant represents and warrants to City that Consultant and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. Consultant represents and warrants to City that Consultant and its

employees, agents, and any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Consultant and any subcontractors shall obtain and maintain during the term of this Agreement valid Business Licenses from City.

- 7.5 **Nondiscrimination and Equal Opportunity.** Consultant shall not discriminate, on the basis of a person's race, religion, color, national origin, age, physical or mental handicap or disability, medical condition, marital status, sex, or sexual orientation, against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Consultant under this Agreement. Consultant shall comply with all applicable federal, state, and local laws, policies, rules, and requirements related to equal opportunity and nondiscrimination in employment, contracting, and the provision of any services that are the subject of this Agreement, including but not limited to the satisfaction of any positive obligations required of Consultant thereby.

Consultant shall include the provisions of this Subsection in any subcontract approved by the City Manager or this Agreement.

Section 8. TERMINATION AND MODIFICATION.

- 8.1 **Termination.** Either Party may cancel this Agreement at any time and without cause upon thirty (30) days written notification to either Party.

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

- 8.2 **Amendments.** The parties may amend this Agreement only by a writing signed by all the parties.

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

4.4.6 **Subcontractors.** Consultant shall include all subcontractors as insureds under its policies or shall furnish separate certificates and certified endorsements for each subcontractor. All coverages for subcontractors shall be subject to all of the requirements stated herein.

4.4.7 **Variation.** The City may approve a variation in the foregoing insurance requirements, upon a determination that the coverage, scope, limits, and forms of such insurance are either not commercially available, or that the City's interests are otherwise fully protected.

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

- Obtain such insurance and deduct and retain the amount of the premiums for such insurance from any sums due under the Agreement;
- Order Consultant to stop work under this Agreement or withhold any payment that becomes due to Consultant hereunder, or both stop work and withhold any payment, until Consultant demonstrates compliance with the requirements hereof; and/or
- Terminate this Agreement.

Section 5. INDEMNIFICATION AND CONSULTANT'S RESPONSIBILITIES. Consultant shall indemnify, defend with counsel mutually approved by the Parties, and hold harmless the City and its officials, officers, employees, agents, and volunteers from and against any and all losses, liability, claims, suits, actions, damages, and causes of action arising out of any personal injury, bodily injury, loss of life, or damage to property, or any violation of any federal, state, or municipal law or ordinance, to the extent caused, in whole or in part, by the willful misconduct or negligent acts or omissions of Consultant or its employees, subcontractors, or agents, by acts for which they could be held strictly liable, or by the quality or character of their work. The foregoing obligation of Consultant shall not apply when (1) the injury, loss of life, damage to property, or violation of law arises from the negligence or willful misconduct of the City or its officers, employees, agents, or designated volunteers and (2) the actions of Consultant or its employees, subcontractor, or agents have contributed in no part to the injury, loss of life, damage to property, or violation of law. It is understood that the duty of Consultant to indemnify and hold harmless includes the duty to defend as set forth in Section 2778 of the California Civil Code. Acceptance by City of insurance certificates and endorsements required under this Agreement does not relieve Consultant from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply to any damages or claims for damages whether or not such insurance policies shall have been determined to apply. By execution of this Agreement, Consultant acknowledges and agrees to the provisions of this Section and that it is a material element of consideration.

- 8.4 **Survival.** All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Consultant shall survive the termination of this Agreement.
- 8.5 **Options upon Breach by Consultant.** If Consultant materially breaches any of the terms of this Agreement, City's remedies shall included, but not be limited to, the following:
- 8.5.1 Immediately terminate the Agreement;
 - 8.5.2 Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Consultant pursuant to this Agreement;
 - 8.5.3 Retain a different consultant to complete the work described in Exhibit A not finished by Consultant; or
 - 8.5.4 Charge Consultant the difference between the cost to complete the work described in Exhibit A that is unfinished at the time of breach and the amount that City would have paid Consultant pursuant to Section 2 if Consultant had completed the work.

Section 9. KEEPING AND STATUS OF RECORDS.

- 9.1 **Records Created as Part of Consultant's Performance.** All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Consultant prepares or obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Consultant hereby agrees to deliver those documents to the City upon termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use. Any re-use of such materials by City will be at the City's sole risk. City and Consultant agree that, until final approval by City, all data, plans, specifications, reports and other documents are confidential and will not be released to third parties without prior written consent of both parties.
- 9.2 **Consultant's Books and Records.** Consultant shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to the Consultant to this Agreement.
- 9.3 **Inspection and Audit of Records.** Any records or documents that Section 9.2 of this Agreement requires Consultant to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. Under California Government Code Section 8546.7, if the amount of public funds

expended under this Agreement exceeds TEN THOUSAND DOLLARS (\$10,000.00), the Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of the City, for a period of three (3) years after final payment under the Agreement.

Section 10 **MISCELLANEOUS PROVISIONS.**

- 10.1 **Attorneys' Fees.** If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.
- 10.2 **Venue.** In the event that either party brings any action against the other under this Agreement, the parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Sacramento or in the United States District Court for the Eastern District of California.
- 10.3 **Severability.** If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.
- 10.4 **No Implied Waiver of Breach.** The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.
- 10.5 **Successors and Assigns.** The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the parties.
- 10.6 **Use of Recycled Products.** Consultant shall prepare and submit all reports, written studies and other printed material on recycled paper to the extent it is available at equal or less cost than virgin paper.
- 10.7 **Conflict of Interest.** Consultant may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Consultant in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

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

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

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

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

10.10 Notices. Any written notice to Consultant shall be sent to:

Pacific Municipal Consultants
10461 Old Placerville Rd
Suite 110
Sacramento, CA 95827
Attn: Phillip O. Carter

Any written notice to City shall be sent to:

City of Rancho Cordova
3121 Gold Canal Drive
Rancho Cordova, CA 95670
Attn: City Manager

10.11 Integration. This Agreement, including the scope of work attached hereto and incorporated herein as Exhibit A and the compensation schedule attached hereto and incorporated herein as Exhibit B, represents the entire and integrated agreement between City and Consultant and supersedes all prior negotiations, representations, or agreements, either written or oral.

10.12 Counterparts. This Agreement may be executed in multiple counterparts, each of which shall be an original and all of which together shall constitute one agreement.

* * * * *

The Parties have executed this Agreement as of the Effective Date.

CITY OF RANCHO CORDOVA

CONSULTANT

Charles Cate, City Manager

Philip Carter, President

Attest:

City Clerk

Approved as to Form:

Steve Meyers, City Attorney

647307_1

EXHIBIT A
SCOPE OF SERVICES

EXHIBIT B
COMPENSATION SCHEDULE



THE RANCHO CORDOVA TEAM – Exhibit A

The following are summary narrative descriptions of the services that will be provided by the City in the areas of **Planning**, **Environmental Analysis**, and **Code Compliance**. Also described below is the process to **Transition** these services from Sacramento County to the City of Rancho Cordova.

TRANSITION SERVICES

A key component of the City's services will be to provide a smooth transition from Sacramento County to local control, taking care to preserve the continuity and integrity of existing programs where appropriate. Transition services will include a variety of efforts related to transferring past and current projects to the City, as well as the review and modification of County regulations to ensure that future Rancho Cordova development is consistent with the Council's vision for the community.

The transition of project reviews from the County to the City will be guided by the Rancho Cordova Planning Department, comprised of planning and environmental analysis staff persons. Current and pending projects will be a primary focus to ensure that applicants and their projects are not unnecessarily delayed.

Transition services will include review of adopted County land use regulations with the Council to ensure the City's regulations are adequate, complete, and appropriate to the community. The adopted fee structure will be reviewed and options for full cost recovery for development services will be explored.

Literature will be prepared to inform members of the community on procedures for submitting various land use related applications, as well as preparing Rancho Cordova specific application forms for requests to be considered by the Planning Department and the City.

PLANNING

Planning services will be provided through a dedicated and full-time Planning Department. Services will include a variety of ongoing and specific tasks related to both current and, in some instances, advance planning. Typical tasks to be completed by the Planning Department include land use zoning and re-zoning, General Plan implementation, subdivision of land, development plan reviews, various environmental components, including mitigation, evaluation, and permitting of City-sponsored projects. In addition, Planning will provide recommendations to the City Council on how to proceed with the preparation of the City's first General Plan.

The Planning Department will ensure that the City's land use and planning-related goals are implemented through the Zoning Code and in the day-to-day review and approval of projects.

Planning is also a primary point of contact for members of the public and the business community; public assistance through direct contact, the City's web site, publications, and other methods, will comprise an important part of the Department's operations.

Elements of the Planning Department's operations will include:

- Full-time staff availability for counter and telephone public assistance.
- Working with developers and the community on a variety of large-scale planning projects, including approved and proposed specific plans, tentative tracts, conditional use permits, and other projects as proposed in the future.
- Processing amendments to the City's Zoning Code, preparation of design guidelines, establishment of development standards, and preparation/revision of other planning-related documents as directed by the City Council.
- Providing recommendations to the City Council on the preparation of the City's first General Plan.
- Assuming responsibility for administering various County established impact fee programs as directed by the City Council.
- Interacting with SHRA to ensure that the City Council's priorities are addressed and to provide information for the City Council to consider relative to the City's options on various housing related programs and obligations.
- Reviewing Sacramento County Housing Element Update to the County General Plan for applicability to Rancho Cordova and recommending on adoption by City.
- Representing City at a variety of local and regional organizations and entities, including local cities and service districts, LAFCo, SACOG, Regional Transportation, and the Transportation and Air Quality Collaborative.
- Expanding the City's web site to include a Planning website for public outreach, staff reports, agendas, and information on planning activities and major projects.
- Providing staff support to the City Council, including preparation of staff reports, research, and assignments as deemed appropriate by the City Council.
- Providing staff support to the Planning Commission, including the preparation of staff reports, posting of agendas, conducting public noticing of hearings, and other tasks as necessary.
- Providing staff support to other City departments on planning and related issues, as needed.

Staff assigned to the Planning Department on Day One will include:

- Paul Junker, Planning Director (full time position)
- Bill Campbell, Principal Planner (full time position)
- Kathleen Franklin, Assistant Planner (full time position)
- Eric Norris, Senior Associate Special Projects (On call as needed)
- Pam Nelson Johns, Senior Associate (On call as needed)
- Phil Carter, Special Projects (On call as needed)
- Additional staff shall be assigned as needed

Resumes for these staff members are attached.

ENVIRONMENTAL ANALYSIS

The City's Environmental Analysis function will ensure that the City's decision-makers, the public, and other agencies are provided with complete and adequate information on the potential effects of projects and other discretionary actions.

Environmental Analysis staff will work with developers, Planning and other City departments, the public, and local, state, and federal agencies to ensure that complete information is made available regarding proposed projects, their environmental impacts, and ways to mitigate those impacts. This function will also include ensuring that the City complies with all applicable state and federal environmental regulations. Specific responsibilities of Environmental Analysis staff will include:

- Preparing environmental documentation, as required under CEQA and NEPA, for a variety of projects, including the preparation of Initial Studies, Negative Declarations, and Environmental Impact Reports. Additional third party consultants may also be used for any of these projects, based on workload and other factors, to ensure the timely processing of projects and their associated environmental review.
- Completing reviews and comments on environmental documents prepared by public agencies for projects either within or affecting Rancho Cordova.
- Conducting all noticing and filings required under CEQA and NEPA.
- Conducting mitigation monitoring for public and private projects within Rancho Cordova.
- City Council and Planning Commission presentations as required.
- Coordinating with various City departments and service providers.
- Securing permits from various regulatory agencies (USACE, USFWS, CDFG, RWQCB, etc.) for City-sponsored projects.

Staff assigned to Environmental Analysis on Day One will include:

- Pat Angell, Environmental Team Leader (On call as needed)
- Hilary Anderson, Principal Planner (On call as needed)
- David Young, Associate Planner (On call as needed)
- Brett Bollinger, Assistant Planner (On call as needed)
- Additional staff shall be assigned as needed

Resumes for these staff members are attached.

CODE COMPLIANCE

Code Compliance services will be provided through a comprehensive program of Improving Neighborhoods through Safe Housing and Property Enhancement (IN SHAPE). The IN SHAPE program will include a variety of services related to compliance with the City's codes and regulations and the abatement of substandard housing, inoperable vehicles, and nuisances. These services address concerns regarding unsafe, unhealthy, or unsightly conditions in homes, neighborhoods, and the entire community.

The goal of the IN SHAPE program will be to address code compliance issues in a positive and proactive manner that benefits both residents and the overall community. Initial staffing for the IN SHAPE program shall be two persons, increasing based on program

goals and Council direction. Elements of the City's Code Compliance operations will include:

- Providing a single point of contact for the public and businesses to report potential Code violations.
- Maintaining a database of all current and completed cases to provide for tracking and reporting on Code Compliance activities.
- Conducting public outreach, including education about all types of nuisances, safety issues, and blight, and the benefits of compliance.
- Establishing programs with police department and local tow companies for quick removal of abandoned/dangerous vehicles on public streets.
- Participating in available programs such as SAVSA to assist in compliance cost recovery.
- Promoting inter-agency cooperation and mutual case management with other agencies, including the Rancho Cordova Police Department, Sacramento Municipal Air Quality Management Department, Central Valley Waste, Sacramento County Environmental Management, Mosquito and Vector Abatement, Water Quality, Animal Care and Regulation.

Staff assigned to the IN SHAPE (Code Compliance) program on Day One will include:

- Yvonne DeHaan, Code Compliance Manager (full time position)
- Sean Flanagan, Code Compliance Officer (full time position)
- Additional staff will be proposed following the initial assessment of Code Compliance needs and policy direction from the City Council.

Resumes for these staff members are attached.

WEB SITE DEVELOPMENT

The Rancho Cordova Team will provide the City with all required services necessary to expand the City's web site (www.elkgorvecity.org) to include a variety of features, including but not limited to:

- Maintaining a positive, modern image for the City of Rancho Cordova through the web site's design and implementation.
- Providing a location for the posting of information related to City activities, including City-sponsored events and programs.
- Providing on-line access to public documents, including City Council and Planning Commission agendas, minutes, staff reports, Zoning and other codes, City newsletters, requests for proposals and bids, and other information deemed necessary.
- Providing on-line access to City staff and services through interactive forms, email links, etc.
- Using the web site to assist in the integration of various City services by emphasizing coordination among City departments.
- When available, providing on-line access to audio and video replays of City Council meetings and other events.
- As appropriate, providing for on-line transactions for City services, such as the payment of building permit and other fees.
- Tracking of building permits and other applications.
- Posting of employment opportunities.

ADDITIONAL SERVICES

Any and all services as proposed by the Rancho Cordova Team dated May 14, 2003 or as available from the "Rancho Cordova Team" may be made a part of this scope of services as desired by the City of Rancho Cordova at any time during the duration of this services agreement.



THE RANCHO CORDOVA TEAM RESUMES

See Attached Resumes

Paul J. Junker

Planning Director

RANCHO CORDOVA TEAM

Education

B.S. Landscape Architecture, University of California, Davis

Experience and Current Responsibilities

Mr. Junker has provided project related and contract planning services to numerous cities and counties within northern California. Over the past seven years, Mr. Junker has served as contract staff to Sutter County, the City of Biggs, the City of Clayton, City of Lone, and the City of Newark. He has also assisted with a variety of environmental review and planning projects for the City of Tracy, City of Livermore, City of Sand City, City of Escalon, City of Watsonville, Placer County, El Dorado County, Contra Costa County and Monterey County. His education in Landscape Architecture provides a strong understanding of visual relationships and the character and compatibility of land development issues. Mr. Junker's professional experience has encompassed various scales of projects, ranging from site specific development proposals to Citywide and Countywide policy planning assignments, consensus-oriented resource planning tasks, and biological feasibility and resource preservation. His past work assignments have included processing of urban development projects, environmental analysis of projects ranging from tentative maps through specific plans and general plans, and preparation of jurisdiction-wide open space and farmland preservation plans.

Prior to joining Pacific Municipal Consultants, Mr. Junker had more than five years of professional planning experience working in both the public and private sectors, including two years experience as an independent planning consultant.

Relevant Project Experience

- **County of Sutter.** As Contract staff provided services on the general plan update including identification of issues, development of policies and implementation programs, land use alternatives, presentation of results. More recently, processed current planning applications, including the first project to be considered under the County's new design review process.
- **County of Sutter, Natomas Basin Habitat Conservation Plan** - Currently assisting the County of Sutter with the Natomas Basin Habitat Conservation Plan (NBHCP). Served as the primary author and coordinator for the Revised NBHCP for the County of Sutter, City of Sacramento, and The Natomas Basin Conservancy. The Public Review Draft of the Revised NBHCP was circulated in August 2002.
- **City of Oakley, General Plan.** Project Manager for the City of Oakley's first General Plan. The General Plan balanced the preservation of agriculture and equestrian interests, small town character, and strong development pressures resulting from Contra Costa County and Bay Area economic development. The General Plan was completed and adopted in December 2002.
- **City of Biggs.** Provides current and long range planning services including a General Plan update, the City's first comprehensive Zoning Code and Health and Safety Code; the Biggs Industrial Area annexation; and securing grant funding for a City Storm Drainage Master Plan. The General Plan received awards from regional and State chapters of the APA.
- **City of Clayton.** Completed a five-month assignment as Interim Community Development Director. Duties included representing the City at the Contra Costa County Transportation Authority, participating in the East Contra Costa County Habitat Conservation Plan process,

coordinating the City's response to a County sphere of influence/urban limit line review, and processing a variety of current planning projects.

- **City of Clayton, Project Assignments.** In addition to serving as Interim Community Development Director, has conducted CEQA compliance (Initial Studies/Negative Declarations) for a several private development projects and three City sponsored projects within Clayton (renovation of an historic meeting hall, acquisition and development of a community park and construction of a new fire station). Also assisted the City with updating the Clayton Town Center Specific Plan and revising the City's downtown parking regulations
- **City of Lone.** As the City Planner for the City of Lone, completes all planning related tasks for the City, including processing of land use applications, enforcement of historic district regulations, and environmental review for all City projects. Additional duties have included addressing flood protection and FEMA flood plain designations, and modification of various City Code sections to reflect current planning law.
- **City of Lone Flood Control Projects.** In the role of City Planner, has assisted with planning, funding and permitting of numerous flood control projects in Lone over the past two years. Projects have included preparing a successful Department of Water Resources Urban Streams grant application, as well as securing Section 404 permits, Section 1600 permits and RWQCB Certificates for three separate flood control projects.
- **City of Newark, Project Reviews.** Has served as a contract member of the City of Newark for two years providing review of landscape plans submitted in conjunction with development applications. Plan reviews include both compliance with City regulations and general critique of landscape proposals.
- **City of Livermore, Scenic Route Element Update.** Completed technical aspects of the Scenic Route Element Update including development of view preservation criteria, documentation of scenic resources and accurate measurement of the extent of views through use of aerial photographic data, film and video documentation, and survey transit measurements.
- **City of Livermore, Ferreri/Springhill Business Park EIR.** Assisted with technical aspects of the visual analysis for a hillside business park development within the City's scenic corridor. Including an extensive line of sight analysis to determine the visibility of the project from multiple viewpoints along the I-580 freeway.
- **Saratoga Union School District, Visual Analysis.** Completed the technical analysis of visual impacts associated with the renovation of two existing school sites within and adjacent to the City of Saratoga that focused on the potential loss of view of the Coast Range from properties located near the schools.
- **Los Altos School District, Visual Analysis.** Provided visual resource analysis for a series of Mitigated Negative Declarations that addressed upgrades of nine school sites within the Los Altos School District.
- **City of Watsonville, Bay Breeze Supplemental EIR.** Prepared a Supplemental EIR for proposal of 114 new homes in The Villages area. This project was the first tentative map to be processed within the boundaries of a larger project and focused on project and circumstance changes since the original approval.
- **City of Davis General Plan Update.** Initially as a student intern, and later as an employee of the City, assisted with the implementation of the Davis Greenway plan that incorporated the Greenway concept within the Davis General Plan and involved working with City departments,

private landowners, community representatives and the local flood control agency. The Davis Greenway Plan and the Open Space Element received national recognition from the American Society of Landscape Architects.

- **Auburn Dam Feasibility Studies.** As an independent consultant assisted the Sacramento Area Flood Control Agency with various studies to determine the effects of deep-water inundation of vegetation in the Auburn ravine.
- **The Nature Conservancy, Cosumnes River Preserve.** As an independent contractor assisted with land planning issues for The Nature Conservancy's Cosumnes River preserve system. His role focused on land use regulations affecting the project area and an analysis of development potential/threats to land adjacent to the river corridor.

Professional Affiliations

Central Valley Chapter APA, Award for Outstanding Comprehensive Plan, 1998

California Chapter APA, Award of Merit for Comprehensive Plan, 1998

American Society of Landscape Architects, National Award of Merit 1989

California Council of Landscape Architects, Award of Merit 1989

Northern California Chapter ASLA, Special Recognition 1988

William Campbell

Principal Planner

RANCHO CORDOVA TEAM

Education

B.S., Urban Planning, California State Polytechnic University, Pomona

Experience and Current Responsibilities

As a Principal Planner for Pacific Municipal Consultants, Mr. Campbell provides contract planning, project management, site planning for industrial, commercial and residential projects, entitlement processing assistance, environmental planning, and related planning management services. Prior to working with PMC, Mr. Campbell has over 20 years of professional planning experience in local government planning and has directed a number of planning departments. He has extensive experience in contract management and implementing special projects.

Relevant Project Experience

- **City of Gridley, Project Manager.** Provide management and senior technical staff support for a major annexation and subdivision for the City of Gridley. Attend LAFCo meetings and represent the City.
- **City of Elk Grove, Senior Planner.** Provide management and senior technical staff support on design for major residential developments within the East Elk Grove Specific Plan and the East Franklin Specific Plan.
- **City of Newark, Senior Planner.** Provide senior technical staff in the design and development of all large residential and commercial projects within the City.
- **City of Tracy, Senior Planner.** Provide senior consultant support to City staff for reviewing and negotiating large scale industrial and commercial projects.
- **City of Citrus Heights, Senior Planner.** Provide management and senior technical staff support in a wide variety of planning matters.
- **City of South Pasadena, Director of Community Development.** Direct supervision of current and advanced Planning and Building Divisions, provide staff support to various city agencies, and administered all environmental review for both City and private projects.
- **City of La Canada Flintridge, Director of Community Development.** Responsible for the management and coordination of the activities of Planning, Building and Safety and Engineering for the Community Development Department.
- **City of Burbank Redevelopment Agency, Project Manager.** Project Manager for the 1100-acre Golden State Industrial Redevelopment Project Area, the Airport Hilton office building and hotel project, the Hollywood Way and San Fernando Road grade separation, and redeveloping surplus Lockheed property.
- **City of Morro Bay, Local Coastal Planner.** Contract Planner for the development of the Phase II Land Use Plan for the City of Morro Bay as required by the California Coastal Act of 1977.

Professional Affiliations

American Planning Association
National Trust of Historic Preservation
Association of Environmental Professionals

Kathleen S. Franklin

Assistant Planner

RANCHO CORDOVA TEAM

Education

A.A., Liberal Arts, Cuesta College, San Luis Obispo

B.A., History, California Polytechnic State University, San Luis Obispo

Experience and Current Responsibilities

As a member of PMC's team, Kathleen Franklin brings a breadth of experience dealing with a variety of environmental and planning issues to her duties. Ms. Franklin's current responsibilities include:

- Review and analysis of a variety of current and advanced planning projects, including tentative subdivision maps, conditional use permits, zone changes, and related applications.
- Plan review of development plans for compliance with Zoning Code and other regulations, conditions of approval, and other applicable standards.
- Preparation of staff reports, ordinances, resolutions, and presentations for the Planning Commission and City Council.
- Extensive public contact, including dealing with the public at city hall and via telephone and email.
- Research and analysis of a variety of planning-related topics.

Relevant Project Experience

- **City of Arroyo Grande, Community Development Department.** Assisted in the preparation of Planning Commission and City Council staff reports and presentations, research, preparation of materials for current and long-range planning projects for utilization by senior planning staff, Planning Commission and City Council.
- **City of Elk Grove, Current Planning Projects.** Provide planning services including review and processing of major residential and commercial development proposals to the City of Elk Grove.

Eric Norris, AICP

Senior Associate

RANCHO CORDOVA TEAM

Education

Master of Urban and Regional Planning, University of California State Polytechnic, Pomona
B.S., Communication Arts, University of California State Polytechnic, Pomona

Experience and Current Responsibilities

Mr. Norris is currently assigned to the City of Elk Grove as Planning Manager. His responsibilities in Elk Grove include:

- Managing and authoring the first Elk Grove General Plan
- Directing the City's advanced planning activities
- Preparing various planning studies, ordinances, resolutions, etc., as needed to implement policy direction from the City Council
- Managing the processing of major projects
- Assisting in the day-to-day management of the Planning Division
- Managing the Planning Division web site

Relevant Project Experience

- **City of Citrus Heights, Planning Manager.** Contract Planning Manager responsible for overseeing all day-to-day functions for the Planning Division of the City of Citrus Heights including overseeing the creation of the Planning Department and the transfer of projects from County to City control. Prepared a comprehensive update of the Zoning Code, coordinated the preparation of the City's first Redevelopment Plan and EIR, and created the City's web site.
- **City of Redlands, Principal Planner.** Principal Planner responsible for directing the Planning division of the Community Development Department, prepared a revised Sign Code, managed the processing of several retail developments, and implemented new record-keeping and information management systems within the Planning Division.
- **City of Chino Hills, Senior Planner.** Senior Planner duties focused on advanced planning for newly incorporated city. Managed the preparation of the first General Plan and prepared the City's first Development Code, replacing the County Development Code.
- **RHA, Inc., Director of Planning.** Director of Planning for a planning/landscape/architecture consulting firm responsible for preparation of Specific Plans, General Plan elements, Design Manuals, Park and Recreation Master Plans, environmental impact reports, and other planning documents.
- **EDAW, Inc., Planning.** Responsibilities focused on the preparation of facility master plans for placement of a new ICBM missile system at Minot AFB, North Dakota.
- **Planning Network, Associate Planner.** Preparation of environmental impact reports for a variety of small to large projects, and work on several General Plans.

Professional Affiliations

Member, American Institute of Certified Planners (1989, AICP #7042)
Member, American Planning Association (since 1985)

Pamela Nelson Johns, AICP

Senior Associate

RANCHO CORDOVA TEAM

Education

B.S., City and Regional Planning, Cal Poly State University, San Luis Obispo
Urban Design Program, Czech Technical University, Prague, Czech

Experience and Current Responsibilities

Ms. John has ten years of progressively responsible experience in planning and project management, and possesses a unique combination of strong technical, analytical and organizational skills. Ms. John's primary responsibilities include management and preparation of policy and regulatory planning documents, facilitation of public meetings, development application review, environmental planning, and management of implementation programs.

Relevant Project Experience

- **City of Los Altos, General Plan.** Co-Managed the update of the General Plan to re-evaluate each plan element. Facilitated community workshops and responsible for writing Preliminary Draft General Plan Update.
- **City of Oakley, General Plan.** Conducted research and prepared the Open Space and Conservation Element for the General Plan update.
- **City of Elk Grove, General Plan.** Conducted research and prepared the Economic Development Element for the adoption of the General Plan for the recently incorporated City of Elk Grove.
- **City of Folsom, Comprehensive Zoning Code Update.** As Senior Planner for the City, authored and managed the comprehensive Zoning Code Update.
- **City of La Mirada, Comprehensive Zoning Code Update.** Co-managed the comprehensive update of the City's Zoning Code. Responsible for organizing and writing the document update.
- **City of Folsom, Housing Element Implementation.** Project manager for implementation of the City's Housing Element. Prepared new and modified ordinances (e.g., emergency shelter, second unit, design review) and conducted analysis of several land use amendments.
- **San Joaquin County, Woodbridge Special Purpose Plan.** Project Manager responsible for establishing development standards and design guidelines for non-residential development in the community's historic commercial core.
- **City of Elk Grove, Design Guidelines.** Co-managed the establishment of a design review process for the City of Elk Grove, including the preparation of Citywide Design Guidelines for residential subdivisions, master plans, multi-family projects, and non-residential development.
- **City of Folsom, Multi-family Design Guidelines.** Staff planner assigned to work with an ad hoc committee to establish design guidelines for multi-family development.
- **City of Folsom, Bikeway Master Plan.** Authored and managed the update of the Bikeway Master Plan which established a comprehensive trail system, including cost estimates and funding options for implementation.

- **City of Folsom, Specific Plans.** As Senior Planner for the City, managed the adoption, amendment, and implementation of several large specific plan areas.
- **City of Livermore, Housing Implementation Program.** Contract staff responsible for analysis and staff report preparation of all housing allocation applications in accordance with criteria adopted for the HIP.
- **City of Folsom, Development Applications.** As City Staff, managed all types of development applications, including variances, use permits, subdivision maps, design review, planned development permits, specific plans, rezones, and general plan amendments. Responsible for coordination with departments, environmental analysis, staff reports, and meetings.
- **City of Walnut Creek, Contract Staff.** Contract planner for various current planning projects. Responsible for environmental analysis and staff report preparation.
- **Sonoma County, Roseland Redevelopment Project EIR.** Co-managed the preparation of an Environmental Impact Report for the Roseland Redevelopment Project.
- **City of Folsom, Parks Department.** Conducted environmental analysis for development of several City park sites, including the preparation of initial studies and mitigated negative declarations.
- **City of Rocklin, Rocklin Unified School District.** Prepared an initial study and mitigated negative declaration for the acquisition and construction of a new elementary school.
- **City of Rocklin, Parks Department.** Prepared an initial study and mitigated negative declaration for the Johnson Springview Park improvements.
- **City of Roseville, Parks Department.** Prepared an initial study and mitigated negative declaration for the Joint City/YMCA project on the City park site.

Professional Affiliations

American Planning Association
American Institute of Certified Planners

Education

M.P.A, Master of Public Administration, California State University, Long Beach

B.A., Political Science/Public Administration, California State University, Long Beach

A.A., Business Administration, Long Beach City College

Experience and Current Responsibilities

Mr. Carter is a principal of Pacific Municipal Consultants (PMC). PMC is a multi-disciplinary consulting firm that specializes in the areas of project management, urban and regional planning, environmental planning and public facilities planning and finance. Mr. Carter is responsible for company management, business affairs, project management, staff supervision, quality control, and client relations.

Prior to forming PMC, Mr. Carter served as Vice President and Regional Office Manager for Willdan Associates. Willdan Associates has been ranked in the Engineering News Record list as one of the top 100 A&E Firms in the United States for the last ten years. Willdan provides services in California, Arizona, and Nevada.

In his capacity at Willdan, Mr. Carter served on the Executive Management Committee consisting of the President/CEO, Chief Financial Officer, and three other Vice Presidents. As the Regional Office Manager, Mr. Carter managed and directed all professional services and activities of the Sacramento/Central Valley Regional Office, which provided services primarily from Kern County north to the Oregon border in California. The specific services managed included Building and Safety, Public Works Engineering, City Engineering Services and Engineering Design Services, Construction Management and Administrative for public works projects and buildings, Transportation Planning, Modeling and Traffic Engineering, Public Facility Master Planning, Public Finance Programs, Strategies, and Special Assessment District Formation, and Municipal Planning and Environmental Services.

In addition, Mr. Carter managed Willdan Associates Growth Management Services (Planning, Engineering and Finance) operation throughout California, Arizona, and Nevada. Prior to joining Willdan Associates, he held various management positions in the cities of Carlsbad, Burbank, Manhattan Beach, and Lakewood.

Relevant Project Experience

Mr. Carter has successfully assisted the last three cities in Sacramento County in their efforts to incorporate. In addition, Mr. Carter has played a key role in the transition from County to City services in both Citrus Heights and Elk Grove and is able to bring this combined experience to the benefit of the City of Rancho Cordova

Citrus Heights incorporated in 1997 and he served as the City's first Community Development Director and was directly responsible for overseeing engineering, building and safety, planning and code enforcement services as well as assisting in economic development and other assignments for the City Manager for two years following the city's incorporation.

In 2000, Elk Grove incorporated and Mr. Carter initially assisted in the transition from County services in planning and environmental compliance. In December 2001, he was appointed the Interim Community Development and in January 2002 also designated as the City's Interim Public Works Director making him responsible for all development related services in the City. In these roles, Mr. Carter assisted the City in a review of its development services functions and ultimate privatization of

these services. Following the decision by the City Council to privatize development services he was responsible for managing the transition of these services from the County.

Mr. Carter also assisted the City in the development and implementation of their first Mello-Roos Community Facilities District, which includes funding for added law enforcement costs. In addition, Mr. Carter managed the creation of the City's first maintenance assessment district to ensure the long-range funding needs for street maintenance. Mr. Carter has been actively involved in the review and transition of finance districts, fee programs and other finance tools previously created and managed by the County.

Mr. Carter provides additional assistance as needed to the City Manager on a wide range of assignments that have included the following highlighted assignments: Project Management for the Lent Ranch SPA [regional mall and additional retail/commercial development], creation of the City's first sphere of influence and potential annexation of the area west of the current City limits and the negotiation of specific financing plans for the City's automall, preparation and establishment of the City's Affordable Housing Fee Program and preparation of the City's first General Plan.

Patrick Angell, AICP

Environmental Team Leader

RANCHO CORDOVA TEAM

Education

B.A., Environmental Science (government emphasis) California State University, Sacramento
Land Use and Environmental Planning Certificate Program UC Davis Extension (in progress)

Experience and Current Responsibilities

Mr. Angell is a Senior Associate in PMC's Sacramento office, and serves as a project manager and technical analyst for a variety of projects. He specializes in environmental and urban land use planning, and has performed tasks for projects such as water and wastewater facilities, energy facilities, flood control projects, residential subdivisions, mixed-use urban developments, and redevelopment plans. Mr. Angell's experience includes preparing urban land use and growth analysis, recreation and visual resource studies, public services assessment, transportation and circulation studies, and cultural resource analysis. He has also been involved in the preparation of several CEQA and NEPA documents and technical studies.

Relevant Project Experience

- **Placer County, Martis Valley Projects.** Project Director for the preparation of the Martis Valley Community Plan Update, EIR for the Community Plan Update, and EIRs for three development projects in the Martis Valley area, as well as overseeing the preparation of all documents associated with Martis Valley.
- **Placer County, Martis Valley Community Plan Update.** Project Manager for the Martis Valley Community Plan Update, Background Report and EIR for the Community Plan Update for a planning area of 25,570 acres south of the Town of Truckee
- **Placer County, Eaglewood at Tahoe Project EIR.** Project Manager for the environmental review of the 475-acre Eaglewood Resort project consisting of residential development, open space, golf course, affordable housing units, roadways, water supply improvements, and improved storm drainage facilities.
- **Placer County, Hopkins Ranch Project EIR.** Project Manager for the environmental review of a 65 residential unit development and golf course facility on 285 acres in the Martis Valley area of Placer County.
- **Calaveras County, Oak Canyon Ranch Specific Plan EIR.** Project Manager for the environmental review of a resort center and 2,275 residential units for the Oak Canyon Specific Plan.
- **Nevada County, Dark Horse Golf Course and Residential Community EIR.** Project Manager for the environmental review of a 320 lot residential development, golf course and open space in Nevada County
- **Nevada County, Wolf Creek Ranch Estates EIR.** Project Manager for the environmental review of a 230 residential unit planned development, equestrian center and open space in the western portion of Nevada County.
- **Nevada County, Higgins Center EIR.** Project Manager for the environmental review of a commercial center in the Higgins Corner/Lake of the Pines area in the western portion of Nevada County.

- **Placer County, Sunset Industrial Area Plan.** Project Manager to identify potential improvements to existing conditions and constraints to promote industrial and commercial development in the 9,000-acre area plan.
- **California Energy Commission, Power Plant Siting Assistance.** Project Director under contract to Aspen Environmental Group to provide environmental and land use assessment assistance to the California Energy Commission (CEC) for the review of power plant applications.
- **City of Tracy, Presidio Planned Unit Development and Community Park Project EIR.** Assistant Project Manager for the environmental review of 550 single-family residential dwelling units and a 27-acre community park.
- **City of Tracy, Tracy Hills Interim Wastewater Reclamation Facility, Permanent Wastewater Reclamation Facility and Storm Drainage Improvements EIR.** Project Manager for an environmental review of planned wastewater and storm drainage improvements for the Tracy Hills Specific Plan area.
- **City of Tracy, Tracy Hills Technology Park EIR.** Project Manager for the environmental review of modifications to the Tracy Hills Specific Plan Land Use Map to allow a mix of office, research/development and multi-family land uses within the Plan area east of Interstate 580.
- **City of Tracy, John Jones Water Treatment Plant Expansion EIR.** Project Manager for the environmental review of the expansion of the City's water treatment plant to accommodate planned growth.
- **City of Tracy, Tracy Wastewater Treatment Plant Expansion EIR.** Project Manager for the environmental review of the expansion of the City of Tracy Wastewater Treatment Plant.
- **City of Tracy Wastewater Treatment Plant Expansion EIR.** Environmental review for the planned expansion of the City of Tracy Wastewater Treatment Plant.
- **City of Tracy, Tracy Groundwater Policy Mitigated Negative Declaration.** Project Manager for the Mitigated Negative Declaration for the Tracy Groundwater Management Policy.
- **City of Elk Grove, City of Elk Grove General Plan EIR.** Project Manager for the new General Plan and EIR the City including public services, open space, agricultural resources, traffic, transit, jobs/housing balance and biological resources
- **Madera County, Gateway Village Project EIR.** Assistant Project Manager for the environmental review of a planned development in the southeastern portion of Madera County near the San Joaquin River.
- **Mountain View Power Plant Project Land Use Assessment.** Task Manager responsible for overseeing the preparation of the land use section of the Staff Assessment for the California Energy Commission for the construction and operation of an expansion to the power plant.
- **Hanford Energy Park Small Power Plant Exemption Land Use and Agricultural Assessments.** Task Manager responsible for overseeing the preparation of the land use and agricultural sections of the SPPE for the California Energy Commission for the expansion to the existing power plant.
- **Nueva Azalea Power Plant Project Land Use Assessment.** Task Manager responsible for overseeing the preparation of the land use section of the Staff Assessment for the California Energy Commission for the construction and operation of a natural gas and steam electrical power plant.

- **Roseville Regional Wastewater Treatment Service Area Master Plan EIR.** Task Leader for the environmental review of Master Plan improvements and expansions of the existing regional wastewater system.
- **Sacramento Regional Wastewater Treatment Plant Master Plan EIR.** Task Leader for the environmental review for improvement and expansion of the Sacramento Regional Wastewater Treatment Plant.
- **Deer Creek Wastewater Treatment Plant Expansion EIR.** Task Leader for the environmental review of land use and growth analysis in regard to the wastewater treatment plant expansion.
- **Spalding Community Services District EIR.** Task Leader for the environmental review of population and housing, land use, and growth analyses in regard to the District's septic systems.
- **Sacramento County, California, North Beach Lake/Sacramento Regional Wastewater Treatment Plant Levee Improvement Project EIR.** Task Leader for environmental review of the levee improvement project to provide 100-year level flood protection for the southern portion of the City of Sacramento and 400-year level flood protection for the SRWTP.
- **U.S. Bureau of Reclamation, American River Water Resource Investigation EIR/EIS.** Recreation Task Leader for analysis and evaluation of existing recreation sites and activities along the American River basin.
- **Johnsville/Jamison Creek Bridge Replacement Project.** Assistant Project Manager in regard to the demolition and replacement of an existing single-lane bridge in the Plumas-Eureka State Park in Plumas County.
- **Mariposa County Planning Department, Assistant Planner.** Responsible for general land use policy, code, and permit review, and current planning projects, including land developments and environmental review.
- **City of Folsom Planning Department, Assistant Planner.** Responsible for current planning projects, including land developments and design review, and long-range planning projects.

Professional Affiliations

American Planning Association
American Institute of Certified Planners

Hilary Anderson

Principal Planner

RANCHO CORDOVA TEAM

Education

M.S. Land Use/Environmental Planning, University of Arizona

B.A. Psychology, emphasis in Environmental Psychology and Environmental Sciences, University of Arizona

Experience and Current Responsibilities

As a Principal Planner, Ms. Anderson serves as a project manager and technical analyst for environmental and land use planning projects. Ms. Anderson has over 6 years of experience in the planning and environmental field. She specializes in research, analysis, and project management in support of document preparation and production in compliance with CEQA and NEPA. Ms. Anderson also has extensive experience with long-range planning, current planning, and site design.

Prior to joining the PMC team, Ms. Anderson worked as a planner in Arizona. She wrote the Safford General Plan Update; drafted the West Sierra Vista Master Plan to encourage redevelopment opportunities in downtown Sierra Vista; wrote the Jewish Community Campus Specific Plan; assisted residents of Barrio Anita neighborhood in writing and adopting the Barrio Anita Neighborhood Plan; and wrote design guidelines for La Estancia, a residential community in Tucson. Additionally, Ms. Anderson was involved with entitlement work and feasibility studies for subdivisions, golf courses, and custom residential developments in Tucson and Pima County, which required compliance with the Sonoran Desert Conservation Plan and sensitive planning to protect the endangered Cactus Ferruginous Pygmy Owl. These projects involved conducting neighborhood meetings and public workshops, as well as meeting with community leaders, USFWS, and local interest groups. Her planning services also included site planning, ArcView GIS mapping, and visual simulation.

Relevant Project Experience

- **Modesto City Schools, Gregori High School EIR.** Project Manager for the environmental review of a new high school on 70 acres in the City of Modesto within the Village One Specific Plan area.
- **Modesto City Schools, Enochs High School EIR.** Project Manager for the environmental review of a new high school on 80 acres within the Salida area of Stanislaus County.
- **Placer County, Hopkins Ranch EIR.** Project Manager for the environmental review of 58 single-family residential units, 7 golf cottage sites, an 18-hole golf course, a driving range, and a clubhouse on 280 acres.
- **Placer County, Eaglewood EIR.** Assistant Project Manager for the environmental review of a 475-acre project consisting of 230 single family residential units, 240 town homes, and a 40-unit multiple family affordable housing project, a village center, open space, roadways, water supply improvements, and improved storm drainage facilities.
- **Calaveras County, Oak Canyon Ranch Specific Plan EIR.** Assistant Project Manager for the environmental review of a Specific Plan which proposes 2,275 single-family residential units, two 18-hole golf courses, a Village Center and public services, including two school sites and an onsite wastewater treatment facility, on 3,250 acres.

- **City of Tracy, Tracy Multimodal Station Mitigated Negative Declaration and Categorical Exclusion.** Assistant Project Manager for a CEQA/NEPA project which consists of a Multimodal station located within the Bowtie area of Tracy on an approximately 4-acre site.
- **Placer County, Martis Valley Community Plan Update EIR.** Proposed Community Plan Update and Draft EIR for a planning area of 25,570 acres south of the Town of Truckee.
- **Placer County, Northstar Village EIR.** Environmental review for the proposed expansion of Northstar Village.
- **Placer County, Homesites at Squaw Creek #2 EIR.** Environmental review for residential development located on 120.5 acres along Juniper Ridge in Eastern Placer County, adjacent to Alpine Meadows and Squaw Valley ski areas.
- **Nevada County, Wolf Creek Ranch Estates EIR.** Environmental review for a 230 residential unit planned development in the western portion of Nevada County.
- **Sutter County, Natomas Basin Habitat Conservation Plan.** Multi-jurisdictional plan to guide habitat preservation and restoration within the 53,000-acre Natomas Basin and consider the impacts of development within the City of Sacramento and Sutter County.

Previous Work Experience

- **Planning Resources, Inc., Tucson, Arizona, Assistant Project Manager/Environmental Planner.** Current and environmental planning included entitlement work, feasibility studies, constraints/opportunities analysis, endangered species consultation, plant inventories, site planning and writing CC&Rs.
- **The Planning Center, Tucson, Arizona, Assistant Project Manager.** Long-range planning, environmental planning, and current planning, which included specific plans, design guidelines, master plans, plan amendments, general plan updates and entitlement work.
- **Grand Canyon Trust, Flagstaff, Arizona, Independent Contractor.** Researched conservation-related organizations, interviewed community leaders, and wrote sections of the *Sustainable Communities: A Resource Guide for Colorado Plateau Communities* paid for by a grant from the Arizona Public Service Company.

Professional Affiliations

American Planning Association
California Planning Association

David Young

Associate Planner

RANCHO CORDOVA TEAM

Education

B.S., Environmental Science with emphasis in Planning and Management, University of California at Davis, Davis, CA

Experience and Current Responsibilities

Mr. Young has over 2 years experience as an environmental planner/analyst and a current planning consultant. He has served as an environmental consultant to the California Energy Commission (CEC) in the Facilities Siting Division. While with the CEC, Mr. Young worked in coordination with private industry and public agencies throughout California to ensure specific projects compliance with all Federal, State, and local regulations. Additionally, his expertise focus was Land Use, Traffic and Transportation, and Visual Resource impact identification and analysis.

As a current planning consultant to the City of Elk Grove, Mr. Young processes various development projects and assists in the preparation of numerous environmental impact studies and reports. He is also a member of the Elk Grove General Plan advisory committee and a member of the General Plan EIR team.

Additionally, he has served as an environmental consultant to numerous public agencies throughout California including but not limited to Placer County, El Dorado County, the City of Modesto and Stanislaus County. Other areas of relevant experience include; project coordination, business development, public presentations, data gathering, and the identification and analysis of site conditions and impacts.

Relevant Project Experience

- **Oak Canyon Ranch Specific Plan EIR.** Served as EIR team member for the proposed 3250-acre mixed-use development in the Calaveras County. The proposed project includes 3,475 residential units, mixed-use commercial, a high school, an elementary school, and park site and open space uses. Key issues included traffic and circulation, provision of public services, and biological and visual resource impacts.
- **Tuscany Hills EIR.** Served as EIR team member for the proposed 1260-acre residential/recreational development in the town of Copperopolis in Calaveras County. The proposed project would be developed in separate phases and include 335 residential units, a golf course, clubhouse and maintenance building, as well as open space and park land uses.
- **Jackson Hills EIR.** Served as EIR team member for the proposed 516-acre residential/recreational development in the City of Jackson and Amador County. The proposed project will include 540 residential units, a golf course, clubhouse and maintenance building, park sites and open space areas.
- **Eaglewood at Tahoe EIR.** Served as EIR team member for the proposed 475-acre residential development in the Martis Valley, which include 470 residential units, a 40-unit multiple family affordable housing component, a golf course, clubhouse and maintenance building, and a community park.

Brett Bollinger

Assistant Planner

RANCHO CORDOVA TEAM

Education

B.S., City and Regional Planning, California Polytechnic State University, San Luis Obispo

Experience and Current Responsibilities

Mr. Bollinger has 1 year of experience as an environmental and land use planner. Mr. Bollinger has been involved in the preparation of environmental impact reports and research for large scale and mixed-use projects in the Martis Valley, City of Elk Grove, and Calaveras County.

Mr. Bollinger's experience includes preparing urban land use and growth forecasting, conducting site visits and visibility assessments, public services assessment, and evaluating the impacts of transportation mitigation. While as an intern with SACOG, Mr. Bollinger worked on transportation projects for the Sacramento Metropolitan Area, including information gathering for Light Rail, employment projections, and assisting with the GIS mapping database.

Relevant Project Experience

- **Oak Canyon Ranch Specific Plan EIR.** Served as EIR team member for the proposed 3250-acre mixed-use development in the Calaveras County. The proposed project includes 3,475 residential units, mixed-use commercial, a high school, an elementary school, and park site and open space uses. Key issues included traffic and circulation, provision of public services, and biological and visual resource impacts.
- **Eaglewood at Tahoe EIR.** Served as EIR team member for the proposed 475-acre residential development in the Martis Valley, which include 470 residential units, a 40-unit multiple family affordable housing component, a golf course, clubhouse and maintenance building, and a community park.
- **Hopkins Ranch EIR.** Served as EIR team member for the environmental review of 58 single-family residential units, 7 golf cottage sites, an 18-hole golf course, a driving range, and a clubhouse on 280 acres in the Martis Valley.
- **Martis Valley Community Plan Update.** Conducted research on the Tahoe Basin for the Martis Valley Community Plan Update EIR for a planning area of 25,570 acres south of the Town of Truckee
- **Elk Grove General Plan EIR.** Conducted research for the preparation of the Elk Grove General Plan Environmental Impact Report, including the evaluation of impacts resulting from traffic mitigation and growth forecasting.
- **Elk Grove Current Planning Projects.** Conducted measurements of current nighttime lighting levels for a proposed development project within the City of Elk Grove. Performed site visits and evaluated current conditions for future growth of the City.

Yvonne DeHaan

Code Compliance Manager

RANCHO CORDOVA TEAM

Education

A.A. – Administration of Justice, Long Beach City College

Program Highlights

Ms.DeHaan will be designing and implementing the City Council's vision of a Code Compliance Program to help get Rancho Cordova IN SHAPE (Improving Neighborhoods through Safe Housing and Property Enhancement). This will be achieved through comprehensive and timely compliance of codes, cooperation with government agencies, local districts and utilities, community organizations and the public at large. Special attention will be paid to significant blight issues such as abandoned vehicles, the evaluation of and care for the aging rental housing stock, and public outreach programs designed to include all parts of Rancho Cordova's diverse population.

In coordination with other departments within the City, IN SHAPE will assist in updating ordinances, coordinating communication to and from the community, addressing special needs, seeking grant money and finding new and innovating ways of enhancing the quality of life in Rancho Cordova.

Experience and Current Responsibilities

Ms. DeHaan, Code Compliance Manager for Pacific Municipal Consultants, is involved in overseeing the company's current Code Enforcement/Code Compliance personnel, and providing technical assistance and information to our clients.

Her other duties include Information Management Services. Some of her projects have been to assist in the design of advertisements, brochures and other business communication materials, as well as the production of a monthly company newsletter.

Prior to joining Pacific Municipal Consultants, Ms. DeHaan had over three years of experience working with new cities in starting up their Code Compliance programs. These situations also involved a smooth and successful transition from Sacramento County services. Previous experience includes 15 years of public service with two large law enforcement agencies where she spent a good deal of time in training and supervision as well as record design and storage. Her experience with the administration of laws and working within a government structure has enabled her to develop numerous skills and abilities that aid her in managing innovative, creative and effective code compliance programs.

Relevant Project Experience

- **City of Elk Grove.** Created and operated an effective Code Compliance Program providing comprehensive service to the Community. Ms. DeHaan was responsible for the creation of a specialized computerized database, design and adaptation of forms and letters, program brochures, intake and processing of service requests, case management, field surveys, City Council presentations, budget formation, and acquisition and administration of grant programs. Specific highlights include creating an information and interactive web site, successfully coordinating over 700 services requests, revising an ordinance dealing with abandoned vehicles, assisting in several community clean-ups with neighborhood volunteers, and demolition of a long-abandoned dangerous structure.

- **City of Citrus Heights.** Created an effective Code Compliance program providing comprehensive service to the community. Ms. DeHaan was involved in the creation of a comprehensive computerized database, forms and letters, program brochures, intake and processing of service requests and case management. Highlights include developing effective coordination of resources with the local police and fire departments as well as local agencies and utility companies, intensive record management involving substandard housing in a large apartment complex, and a complex cooperative effort between Code Compliance and Citrus Heights Police to revitalize a 2-block area of high density rental housing.

Professional Affiliations

California Association of Code Enforcement

Specialized Training

Stress Management and Reduction Techniques
Employee Training and Supervisory Methods
Suicide Prevention
Firearms Safety

Sean R. Flanagan

Code Compliance Officer

RANCHO CORDOVA TEAM

Education

BA U.C. Davis, Political Science/Government
AA Chabot College

Experience and Current Responsibilities

Mr. Flanagan is an experienced Code Enforcement Field Inspector. His most recent experience has been in the administering of municipal code and environmental regulations in a coastal community. He has an understanding of sub-standard housing and is well versed in observing and enforcing current codes and ordinances. He has experience dealing with the public in both field and office situations. Mr. Flanagan is also experienced in Planning activities including counter assistance, answering land use and zoning questions for project developers and the general public, making presentations to the Planning Commissions, City Councils, other government agencies and homeowner associations. He has eighteen years of successful experience in customer service. Mr. Flanagan is also proficient in speaking Russian and has an awareness of their customs and cultures.

Relevant Project Experience

- **Half Moon Bay Public Works Environmental Inspector.** In addition to providing Code Compliance services, Mr. Flanagan is also conducting environmental inspection services for the City.
- **Cities of Tracy, and Half Moon Bay, Code Enforcement Officer.** Experienced in auto abatement, neighbor conflict resolution, sub-standard housing, drug labs, and working with the Planning Dept to resolve zoning violations
- **City of Dublin, Asst Planner/Code Enforcement Officer.** Experienced in public counter duty site development review (i.e. TUP, sign permits and development standards), site development review, Sign SDR, Plot plan review, PUD and municipal code amendments, business license approval, and public speaking.
- **Half Moon Bay Public Works Environmental Inspector.** In addition to providing Code Compliance services, Mr. Flanagan is also conducting environmental inspection services for the City.
- **City of Tracy.** Helped develop the City's new automobile abatement program. Worked with the Tracy Police Dept.'s Street Crimes Unit to establish policy for drug lab abatement and increase communication between each affected department of the city.

Certifications

PC 832 Basic Code Enforcement and Advanced Code Enforcement
Certified Intel Technical Trainer
Graduate U.C. Davis Student Firefighter Academy
Passed CBEST test for teaching



THE RANCHO CORDOVA TEAM – Exhibit B

Pacific Municipal Consultants (PMC) shall be compensated for services provided based upon the following billable rates, effective through June 2004.

Whenever practical, City shall directly pay for major costs and expenses by either advancing such costs or expenses to PMC, or by paying third parties directly. Upon demand, City shall advance funds to PMC or directly pay third parties as specified by PMC. In all other cases, City shall reimburse PMC for all costs and expenses incurred by PMC as approved by the City.

PMC shall itemize all costs incurred on each periodic statement.

PMC shall send City a statement for fees and costs incurred every month. City shall pay statements from PMC within thirty (30) days after each statement's date.

PMC'S statements shall clearly state the basis thereof, including the amount, rate, and basis for calculation (or other method of determination) of PMC's fees.

PMC shall provide a statement to City, upon City's request, no later than ten (10) days following the request. City is entitled to make subsequent requests for statements at intervals of no less than thirty (30) days following the initial request.

All services that are billed against specific fees for service or on third-party agreements shall be paid monthly. The City is responsible for ensuring that fees collected or third party billing arrangements are applied to PMC invoices. PMC will assist as directed by the City to reconcile funds collected from applicants by the County of Sacramento prior to the City's incorporation, where the City is now processing these projects. The City will use its best efforts to ensure that the specific portion of the building permit fees collected on behalf of the City are to be used to pay for PMC's plan check and code enforcement services, and that these funds are appropriately transferred. The City should consider initiating a review of its fee schedule to ensure that appropriate, equitable, and sufficient fees are being collected to pay for the costs of providing services or, if full cost recovery is not desired, that fees are sufficient to support whatever subsidy level the City deems appropriate. PMC shall not be responsible for the collection, accounting, distribution, or allocation of any fees or third party reimbursable agreements. PMC will work with the Finance Department and City Attorney's office as may be deemed necessary to assist the City.

The City of Rancho Cordova will provide all office space, equipment, computers, supplies, and related items necessary for PMC to function in its defined capacity. PMC will work with the City to minimize all non-reimbursable non-recoverable costs associated with these services. The City and PMC acknowledge and recognize that the cost of providing start-up Planning Department Operational Services are based upon both the City's and PMC's best professional experience and judgment. Based upon this experience, it is understood that non-recoverable department management and operational costs cannot be defined completely. For these reasons, the City and PMC shall review actual cost figures on a quarterly basis and refine the first year budget as

determined appropriate. All of the first year data will be utilized in the preparation of the fiscal year 2004-05 City of Rancho Cordova Budget.

Planning Department Operations

Position	Hourly Rates
Planning Director/Management Services	\$110.00
Principal Planner/Project Manager	\$105.00
Senior Planner	\$100.00
Associate Planner II	\$95.00
Associate Planner I	\$89.00
Assistant Planner II	\$84.00
Assistant Planner I	\$79.00
Planning Technician	\$64.00
Administrative Secretary	\$55.00
Code Compliance Manager	\$85.00
Code Compliance Officer	\$70.00

Environmental Services

All costs associated with providing environmental services related to development projects shall be recoverable through fees or third party agreements. Costs associated with environmental compliance for all other City projects including infrastructure projects shall be defined for and paid from project related funding mechanisms and budgets. All costs associated with review of other agency projects or environmental activities shall be compensated from general operation funds or other sources determined appropriate by the City.

Web Site Development Services

PMC will be compensated a fixed monthly amount of \$500 to perform these services.

Special Projects

All costs associated with the performance of services under this category shall be paid through third party funding agreements between applicants and the City or shall be approved by the City Manager or his/her designee.

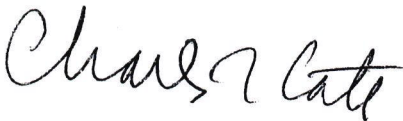
MEMORANDUM

DATE: July 3, 2003
TO: Members of the City Council
FROM: Interim City Manager
SUBJECT: Membership in SACOG

As the Council is aware, the JPA governing SACOG was recently amended to now allow a city to submit a resolution requesting membership, and the SACOG Board votes on that petition for membership. The attached Resolution requests membership for the City of Rancho Cordova.

In addition to adopting the resolution, the Council needs to appoint a representative to SACOG.

IT IS THEREFORE RECOMMENDED, that the Council adopt Resolution no.34-2003, and select a member of the council to represent the city on SACOG.



Charles R. Cate

RESOLUTION NO. 34-2003

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO
CORDOVA PETITIONING FOR MEMBERSHIP IN THE SACRAMENTO AREA
COUNCIL OF GOVERNMENTS**

WHEREAS, the City of Rancho Cordova is a vital part of the Sacramento Region; and

WHEREAS, the Sacramento Area Council of Governments (SACOG) serves as a forum for the discussion and study of problems of regional interest and is the designated Metropolitan Planning Organization and Regional Transportation Planning Agency serving the County of Sacramento, including the City of Rancho Cordova; and

WHEREAS, the SACOG Joint Powers Agreement provides that the City of Rancho Cordova may petition to become a member of SACOG by submitting to SACOG a resolution adopted by its governing body; and

WHEREAS, the City of Rancho Cordova desires to join and become a member of SACOG.

NOW, THEREFORE, BE IT RESOLVED that the Clerk of the City Council is directed to send a copy of this resolution to the Chair of SACOG within ten days after adoption.

PASSED AND ADOPTED this 7th day of July 2003 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Dave Roberts, Mayor



Better Cities - A Better Life

League of California Cities

www.cacities.org

RECEIVED

JUN 23 2003

CITY CLERK DEPT.
CITY OF RANCHO CORDOVA

June 20, 2003

To: The Honorable Mayor and City Council

From: John Russo, League President, City Attorney, Oakland

Re: Designation of Voting Delegate for 2003 League Annual Conference

The League's 2003 Annual Conference is scheduled for Sunday, September 7 through Wednesday, September 10, in Sacramento. One very important aspect of the annual conference is the annual business meeting where the membership takes action on conference resolutions. Annual conference resolutions guide cities and the League in our efforts to improve the quality, responsiveness and vitality of local government in California. **It is important that all cities be represented at the Annual Business Meeting on Wednesday, September 10, at 10:00 a.m. at the Sacramento Convention Center.**

To expedite the conduct of business at this important policy-making meeting, each city council should designate a voting representative and an alternate who will be registered at the conference and present at the Annual Business Meeting. A voting card will be given to the city official that is designated and indicated on the enclosed "Voting Delegate Form."

Please complete and return the enclosed form to the League's Sacramento office at the earliest possible time (**not later than Friday, August 8, 2003**), so that proper records may be established for the conference.

The city's designated voting delegate may pick up the city's voting card at the Voting Card desk located in the League registration area. The Desk will be open on September 7, 8, 9 and 10. Voting cards should be picked up before the Annual Business Meeting on September 10.

The voting procedures to be followed at this conference are printed on the reverse side of this memo.

Your help in returning the attached "Voting Delegate Form" as soon as possible is appreciated. If you have any questions, please call Lorraine Okabe at (916) 658-8236.

Headquarters
1400 K Street
Sacramento, CA 95814
916.658.8200
FAX 916.658.8240

Southern California Office)
602 East Huntington Dr., Suite C
Monrovia, CA 91016
626.305.1315
FAX 626.305.1345

AGENDA ITEM #
12c.



League of California Cities

Annual Conference Voting Procedures

1. Each member city has a right to cast one vote on matters pertaining to League policy.
2. To cast the city's vote, a city official must have in his or her possession the city's voting card and be registered with the Credentials Committee.
3. Prior to the Annual Conference, each city should designate a voting delegate and an alternate and return the Voting Delegate Form to the League Credentials Committee.
4. The voting delegate, or alternate, may pick up the city's voting card at the voting card desk in the conference registration area.
5. Free exchange of the voting card between the voting delegate and alternate is permitted.
6. If neither the voting delegate nor alternate is able to attend the Business Meeting, the voting delegate or alternate may pass the voting card to another official from the same city by appearing **in person** before a representative of the Credentials Committee to make the exchange. Prior to the Business Meeting, exchanges may be made at the "Voting Card" table in the League Registration Area. At the Business Meeting, exchanges may be made at the "Voting Card" table in the front of the meeting room. Exchanges may not be made while a roll call vote is in progress because the Credentials Committee will be conducting the roll call.
7. Qualification of an initiative resolution is judged in part by the validity of signatures. Only the signatures of city officials who are authorized to use the city's voting card, and who have left a sample of their signature on file for the Credentials Committee, will be approved.
8. In case of dispute, the Credentials Committee will determine the right of a city official to vote at the Business Meeting.



League of California Cities
2003 ANNUAL CONFERENCE
VOTING DELEGATE FORM

CITY: _____

1. VOTING DELEGATE:

(Name)

(Title)

2. VOTING ALTERNATE:

(Name)

(Title)

ATTEST: _____
(Name)

(Title)

PLEASE COMPLETE AND RETURN TO:

League of California Cities
Attn: **Lorraine Okabe**
1400 K Street
Sacramento, CA 95814



Fax: (916) 658-8240

Deadline: Friday, August 8, 2003



10545 Armstrong Avenue

June 16, 2003

Mather

California

95655

Tele: [916] 876-6000

Fax: [916] 876-6160

Website: www.srcsd.com

Mayor Dave Roberts
City of Rancho Cordova
c/o Rancho Cordova Chamber of Commerce
3328 Mather Field Road
Rancho Cordova, CA 95670

Dear Mayor Roberts:

Board of Directors

County of Sacramento

Roger Dickinson

Illa Collin

Muriel P. Johnson

Roger Niello

Don Nottoli

City of Sacramento

Heather Fargo

City of Folsom

Kerri Howell

City of Citrus Heights

Jeannie Bruins

City of Elk Grove

Sophia Scherman

Warren H. Harada

Agency Administrator

Robert F. Shanks

District Engineer

Marcia Maurer

Chief Financial Officer

Wendell H. Kido

District Manager

Mary K. Snyder

Collection Systems Manager

Stan R. Dean

Plant Manager

The Sacramento Regional County Sanitation District provides wastewater conveyance, treatment, and disposal services in the urbanized area of Sacramento County. County Sanitation District 1 provides wastewater collection services in most urbanized areas including the cities of Citrus Heights, Elk Grove, and Rancho Cordova and portions of the city of Sacramento and Folsom. The Boards of Directors of the two Districts are made up of the members of the Sacramento County Board of Supervisors and the Mayors (or designated, elected representatives) of each incorporated city served by the Districts. The Mayors of the cities of Sacramento, Folsom, Citrus Heights, and Elk Grove have designated a Council Member to sit on the two Boards. The Boards meet on the second and fourth Wednesdays of each month, at 9:30 a.m., in the Board of Supervisors Chambers, at 700 H Street in Sacramento. The meetings typically last about 60 minutes.

You, as Mayor, are entitled to serve as a member on the Boards of Directors of both Districts. Another Council Member may serve after having been so designated by resolution of your City Council. Also, the Health and Safety Code provides (see attached reference) that an existing member of the Board of Supervisors may represent your City on the District Boards by resolution of your Council. In that case, that member should have two votes on District matters, one for his/her own supervisorial district and one representing your City.

Due to summer recess, the next meeting of the Boards of Directors will be held at 9:30 a.m. on July 23, 2003. We welcome your attendance or that of a designee. If you plan to send a representative or if you have any questions, please call Mr. Wendell Kido, District Manager, at 876-6115. He will arrange for an agenda and package of Board materials to be delivered to the proper person. Mr. Kido would also be pleased to arrange a meeting to explain District operations with City representatives and, at your convenience, arrange a tour of our Regional Wastewater Treatment Plant.

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Mayor Dave Roberts
June 16, 2003
Page 2

Thank you for your attention to this matter and welcome to the Sacramento County Sanitation District and County Sanitation District 1.

Sincerely,

A handwritten signature in cursive script, appearing to read "Sophia Scherman".

Sophia Scherman, Chair
Board of Directors
Sacramento Regional County Sanitation District
County Sanitation District 1

RFS/WHK:jag(*shanks/RCinvitation.doc*)

Attachment

cc: Board of Directors
Warren Harada
Robert Shanks
Wendell Kido
Marcia Maurer
Stan Dean
Mary Snyder
Claudia Goss

RESOLUTION NO.**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF RANCHO CORDOVA PETITIONING FOR MEMBERSHIP
IN THE SACRAMENTO AREA COUNCIL OF GOVERNMENTS**

WHEREAS, the City of Rancho Cordova is a vital part of the Sacramento Region; and

WHEREAS, the Sacramento Area Council of Governments ("SACOG") serves as a forum for the discussion and study of problems of regional interest and is the designated Metropolitan Planning Organization and Regional Transportation Planning Agency serving the County of Sacramento, including the City of Rancho Cordova; and

WHEREAS, the SACOG Joint Powers Agreement provides that the City of Rancho Cordova may petition to become a member of SACOG by submitting to SACOG a resolution adopted by its governing body; and

WHEREAS, the City of Rancho Cordova desires to join and become a member of SACOG.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Rancho Cordova hereby petitions the Sacramento Area Council of Governments for membership.

BE IT FURTHER RESOLVED that the Clerk of the City Council is directed to send a copy of this resolution to the Chair of SACOG within ten days after adoption.

PASSED AND ADOPTED this ____ day of ____ by the following vote:

Post-it® Fax Note	7671	Date	6/17	# of pages	1
To	Chuck Cate	From	Martin Tuttle		
Co./Dept.	City of Rancho Cordova	Co.	SACOG		
Phone #		Phone #	(916) 733-3205		
Fax #	361-3049	Fax #	(916) 457-3299		

Blueprint Workshop Process

Holding a workshop

After a city or county has decided to hold a workshop, planning begins to determine a date for the event and ascertain a location. SACOG has recommended that workshops be held within the boundaries of the designated "study areas" to encourage community participation. However this is not crucial. However, it is important to locate a site where a cell phone signal will permit reliable Internet connection -- more about this later. Ultimately, SACOG is happy to accommodate whatever location a community wishes to use for the workshop.

In the case of Rancho Cordova, please let us know as soon as is convenient whether you would like to hold the workshop at the Rockingham, Vision Services, or another site. Once you have determined which site you would prefer, SACOG does the legwork of setting up the workshop, including arranging the room, audio/visual services, refreshments, etc. SACOG contacts the news media to publicize the workshop and Valley Vision, SACOG's civic partner, does outreach to encourage attendance. Attendance at many of the workshops has been over 100. Citizens generally are very pleased with the experience.

Study Area Selection

Next the community begins the process of selecting at least two study areas. The size of these study areas is generally between 50 and 150 acres. There is usually one "greenfield" or undeveloped site and one infill/redevelopment site. SACOG planners use the information to develop study area maps and Valley Vision, SACOG's civic partner, begins outreach to invite participants living in and around the study area to attend the workshop. City officials select the sites in concert with their planning departments. SACOG is happy to consult with you on selection of study areas. Feel free to contact Kacey Lizon, at 733-3265, or David Shabazian, at 733-3231. Mike McKeever is out of the office until next Tuesday. He can be reached at 733-3281. Prior to the workshop, SACOG also will review with you the maps that it produces of the study areas, to ensure that they are accurate.

Holding the Workshop

The workshops start with a welcome from a city representative, chosen by the City Council to speak at the meeting. Valley Vision selects a representative from its Board of Directors who also welcomes participants. After the welcome there is a brief video overview, presented by SACOG Executive Director Martin Tuttle. Then, Mike McKeever orients participants to the workshop process and smart growth concepts.

During the workshop, groups of seven to 10 people sit around tables and review large versions of the study area maps. Using smart growth principles they work together to reach a group consensus on how the land uses on the maps should change. They are aided in this process by land use "menus" and corresponding sets of stickers that they then place on the maps to designate the changes. These changes are also entered into the PLACE3S software by a facilitator with a laptop computer who is seated with them at the table. This facilitator, a

MEMORANDUM

DATE: July 3, 2003

TO: Members of the City Council

FROM: Interim City Manager

SUBJECT: Recommendation to set special meeting dates related to hiring
Permanent City Manager

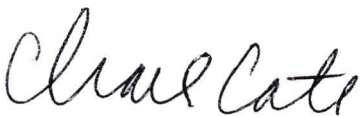
The final filing date for applicants is July 7. I have talked with Bob Murray, and he feels good about the candidates who have expressed interest in the position to date. He will next interview and screen applicants and present a list of candidates to the council to consider for interview.

We would like to do this on Monday, August 4

The next step will be to hold interviews for those finalist candidates the council selects.

We would like to recommend the interviews be held on Monday, August 11

Both meetings will be held in closed session, which is provided for under the Brown Act when dealing with personnel matters. If we can hold to this schedule, we should be able to have the new City Manager in place before September 15, which will be my last council meeting and last day as Interim City Manager.



Charles R. Cate

MEMORANDUM

DATE: July 3, 2003

TO: Members of the City Council

FROM: Interim City Manager

SUBJECT: Sacramento Regional County Sanitation District and County Sanitation District No. 1

The attached letter from Chair Scherman of the Board of Directors for the Sacramento Regional County Sanitation District and County Sanitation District 1 requests that the City of Rancho Cordova inform the Districts which member(s) of the City Council will serve on these two boards.

The Mayor is entitled to serve as a member on the Boards of Directors of both Districts. If another member of the Council is appointed by the Mayor to serve on one or both of the boards, that designation would require a resolution of the City Council.

RECOMMENDATION: None

This resolution is provided in the event the Mayor wishes to designate a Council Member to serve on one or both of these District Boards.

ATTACHMENTS:

1. Resolution No. 35-2003, A Resolution of the City Council of the City of Rancho Cordova designating Council Member(s) to serve on Boards for the Sacramento Regional County Sanitation District and the County Sanitation District No. 1
2. SRCSD letter from Chair Scherman, dated June 16, 2003

RESOLUTION NO. 35-2003

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO
CORDOVA DESIGNATING COUNCIL MEMBER(S) TO SERVE ON BOARDS
FOR THE SACRAMENTO REGIONAL COUNTY SANITATION DISTRICT
AND THE COUNTY SANITATION DISTRICT NO. 1**

WHEREAS, the Boards of Directors of the Sacramento Regional County Sanitation District and the County Sanitation District No. 1 have requested that the City of Rancho Cordova inform the Districts which member(s) of the City Council will serve on these boards; and

WHEREAS, the Mayor may designate a member of the City Council to serve on one or both boards: and

WHEREAS, the Mayor desires to designate _____ to serve on the Sacramento Regional County Sanitation District Board; and

WHEREAS, the Mayor desires to designate _____ to serve on the County Sanitation District No. 1 Board.

NOW, THEREFORE, BE IT RESOLVED that the Clerk of the City Council is directed to send a copy of this resolution to the Chair of each Board.

PASSED AND ADOPTED this 7th day of July 2003 by the following vote:

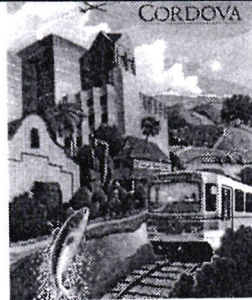
AYES:

NOES:

ABSENT:

ABSTAIN:

Dave Roberts, Mayor



10545 Armstrong Avenue

June 16, 2003

Mather

California

95655

Tele: [916] 876-6000

Fax: [916] 876-6160

Website: www.srcsd.com

RANCHO CORDOVA

Mayor Dave Roberts
 City of Rancho Cordova
 c/o Rancho Cordova Chamber of Commerce
 3328 Mather Field Road
 Rancho Cordova, CA 95670

Dear Mayor Roberts:

Board of Directors

County of Sacramento

Roger Dickinson
 Illa Collin
 Muriel P. Johnson
 Roger Niello
 Don Nottoli

City of Sacramento

Heather Fargo

City of Folsom

Kerri Howell

City of Citrus Heights

Jeannie Bruins

City of Elk Grove

Sophia Scherman

Warren H. Harada
 Agency Administrator

Robert F. Shanks
 District Engineer

Marcia Maurer
 Chief Financial Officer

Wendell H. Kido
 District Manager

Mary K. Snyder
 Collection Systems Manager

Stan R. Dean
 Plant Manager

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A Business & Community
 Development Association

Mayor Dave Roberts
June 16, 2003
Page 2



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RANCHO CORDOVA
Sincerely,
Chamber of Commerce

A handwritten signature in cursive script, reading "Sophia Scherman".

Sophia Scherman, Chair
Board of Directors
Sacramento Regional County Sanitation District
County Sanitation District 1

RFS/WHK:jag(shanks/RCinvitation.doc)

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