



**CONCURRENT MEETING  
CITY COUNCIL/COMMUNITY REDEVELOPMENT AGENCY (CRA)/  
RANCHO CORDOVA FINANCING CORPORATION (RCFC)**

City Hall  
2729 Prospect Park Drive, Rancho Cordova

Monday, June 21, 2010

5:00 P.M. – Closed Session  
Community Board Room

5:30 P.M. – Regular Meeting  
David B. Roberts Council Chambers

**AGENDA AMENDMENT**

The following items amended the Regular City Council Meeting Agenda as follows:

**6. ADDED PRESENTATIONS**

- 6.2 Presentation regarding the City of Rancho Cordova winning the All-America City Award.
- 6.3 Presentation by Rancho Cordova Police Department Director Reuben Meeks.

**10. REVISED CONSENT PUBLIC HEARING ITEM RECOMMENDATION**

- 10.1 **Subject:** Resolution Approving Tentative Parcel Map for the Rockingham Center Office Park Located at Rockingham and Mather Field Road – Rockingham Plaza TPM DD6856  
**Recommendation:** Staff recommends Council continue this item to July 19, 2010 to provide additional time for applicant to review application documents and financial considerations.

**Result of Recommended Action:** Adoption of the resolution will allow the subject property to be divided for future sales. Binding provisions will ensure ongoing maintenance of the common property and shared parking, and access to the site.

**Staff Report:** William Campbell, Planning Department

**Advances Goals:** 1 and 5

**CALLED FORWARD BY COUNCIL MEMBER LINDA BUDGE**

ANY ITEM THAT IS NOT INITIATED BEFORE 11 P.M. WILL BE CONTINUED TO THE NEXT DAY AT 5:30 P.M. OR  
SCHEDULED ON THE NEXT REGULAR MEETING AGENDA OF THE COUNCIL

Public documents related to items on the open session portion of this agenda, which are distributed to the City Council less than 72 hours prior to the meeting, shall be available for public inspection at the time the documents are distributed to the Council. Documents are available for inspection at the City Clerk's office located in Rancho Cordova City Hall.

**CERTIFICATION OF POSTING OF AGENDA AMENDMENT**

I, Mindy Cuppy, City Clerk for the City of Rancho Cordova, declare that the foregoing amendment to the agenda for the June 21, 2010 Special and Regular Meeting of the Rancho Cordova City Council/CRA/RCFC was posted and available for review on June 21, 2010 at City Hall of the City of Rancho Cordova, 2729 Prospect Park Drive, Rancho Cordova, California, 95670. The agenda is also available on the city web site at [www.cityofranhocordova.org](http://www.cityofranhocordova.org).

Signed this 21<sup>st</sup> day of June 2010 at Rancho Cordova, California.

  
Mindy Cuppy, City Clerk



# CONCURRENT MEETING CITY COUNCIL/CRA/RCFC

Monday, June 21, 2010

5:00 p.m. – Closed Session

5:30 p.m. – Regular Meeting

## AGENDA



Ken Cooley, Mayor

Robert J. McGarvey, Vice Mayor

David Sander, Council Member

Linda Budge, Council Member

Dan Skoglund, Council Member



# 2010

**NOTE: PROPOSED REGULAR CITY COUNCIL MEETING DATES ARE SCHEDULED ON THE 1<sup>ST</sup> AND 3<sup>RD</sup> MONDAY'S OF EACH MONTH, UNLESS WHEN ON A HOLIDAY, THEN THE MEETING WILL BE SCHEDULED ON THE FOLLOWING TUESDAY (DATES ARE SHADED PINK AND SUBJECT TO CHANGE). REFER TO HOLIDAY'S SHADED IN BLUE AND FURLOUGH DAY'S SHADED IN YELLOW BELOW.**

| S                                        | M  | T  | W  | T  | F  | S  | S                               | M  | T  | W  | T  | F  | S  | S                                    | M | T  | W  | T  | F  | S  | S                                | M  | T | W  | T  | F  | S  |    |    |    |
|------------------------------------------|----|----|----|----|----|----|---------------------------------|----|----|----|----|----|----|--------------------------------------|---|----|----|----|----|----|----------------------------------|----|---|----|----|----|----|----|----|----|
| JANUARY                                  |    |    |    |    |    |    | FEBRUARY                        |    |    |    |    |    |    | MARCH                                |   |    |    |    |    |    | APRIL                            |    |   |    |    |    |    |    |    |    |
| 3                                        | 4  | 5  | 6  | 7  | 8  | 9  |                                 | 1  | 2  | 3  | 4  | 5  | 6  |                                      | 1 | 2  | 3  | 4  | 5  | 6  |                                  |    |   | 1  | 2  | 3  |    |    |    |    |
| 10                                       | 11 | 12 | 13 | 14 | 15 | 16 |                                 | 7  | 8  | 9  | 10 | 11 | 12 | 13                                   |   | 7  | 8  | 9  | 10 | 11 | 12                               | 13 |   | 4  | 5  | 6  | 7  | 8  | 9  | 10 |
| 17                                       | 18 | 19 | 20 | 21 | 22 | 23 |                                 | 14 | 15 | 16 | 17 | 18 | 19 | 20                                   |   | 14 | 15 | 16 | 17 | 18 | 19                               | 20 |   | 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 24                                       | 25 | 26 | 27 | 28 | 29 | 30 |                                 | 21 | 22 | 23 | 24 | 25 | 26 | 27                                   |   | 21 | 22 | 23 | 24 | 25 | 26                               | 27 |   | 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 31                                       |    |    |    |    |    |    |                                 | 28 |    |    |    |    |    |                                      |   | 28 | 29 | 30 | 31 |    |                                  |    |   | 25 | 26 | 27 | 28 | 29 | 30 |    |
| MAY                                      |    |    |    |    |    |    | JUNE                            |    |    |    |    |    |    | JULY                                 |   |    |    |    |    |    | AUGUST                           |    |   |    |    |    |    |    |    |    |
| 2                                        | 3  | 4  | 5  | 6  | 7  | 8  |                                 |    |    | 1  | 2  | 3  | 4  | 5                                    |   | 4  | 5  | 6  | 7  | 8  | 9                                | 10 |   | 1  | 2  | 3  | 4  | 5  | 6  | 7  |
| 9                                        | 10 | 11 | 12 | 13 | 14 | 15 |                                 | 6  | 7  | 8  | 9  | 10 | 11 | 12                                   |   | 11 | 12 | 13 | 14 | 15 | 16                               | 17 |   | 8  | 9  | 10 | 11 | 12 | 13 | 14 |
| 16                                       | 17 | 18 | 19 | 20 | 21 | 22 |                                 | 13 | 14 | 15 | 16 | 17 | 18 | 19                                   |   | 18 | 19 | 20 | 21 | 22 | 23                               | 24 |   | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 23                                       | 24 | 25 | 26 | 27 | 28 | 29 |                                 | 20 | 21 | 22 | 23 | 24 | 25 | 26                                   |   | 25 | 26 | 27 | 28 | 29 | 30                               | 31 |   | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 30                                       | 31 |    |    |    |    |    |                                 | 27 | 28 | 29 | 30 |    |    |                                      |   |    |    |    |    |    |                                  |    |   | 29 | 30 | 31 |    |    |    |    |
| SEPTEMBER                                |    |    |    |    |    |    | OCTOBER                         |    |    |    |    |    |    | NOVEMBER                             |   |    |    |    |    |    | DECEMBER                         |    |   |    |    |    |    |    |    |    |
|                                          |    |    |    | 1  | 2  | 3  | 4                               | 3  | 4  | 5  | 6  | 7  | 8  | 9                                    |   |    | 1  | 2  | 3  | 4  | 5                                | 6  |   |    |    | 1  | 2  | 3  | 4  |    |
| 5                                        | 6  | 7  | 8  | 9  | 10 | 11 |                                 | 10 | 11 | 12 | 13 | 14 | 15 | 16                                   |   | 7  | 8  | 9  | 10 | 11 | 12                               | 13 |   | 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 12                                       | 13 | 14 | 15 | 16 | 17 | 18 |                                 | 17 | 18 | 19 | 20 | 21 | 22 | 23                                   |   | 14 | 15 | 16 | 17 | 18 | 19                               | 20 |   | 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19                                       | 20 | 21 | 22 | 23 | 24 | 25 |                                 | 24 | 25 | 26 | 27 | 28 | 29 | 30                                   |   | 21 | 22 | 23 | 24 | 25 | 26                               | 27 |   | 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26                                       | 27 | 28 | 29 | 30 |    |    |                                 | 31 |    |    |    |    |    |                                      |   | 28 | 29 | 30 |    |    |                                  |    |   | 26 | 27 | 28 | 29 | 30 | 31 |    |
| NEW YEAR'S DAY (FRI, JAN 1)              |    |    |    |    |    |    | INDEPENDENCE DAY (SUN, JUL 4)   |    |    |    |    |    |    | DAY AFTER THANKSGIVING (FRI, NOV 26) |   |    |    |    |    |    | CHRISTMAS EVE (FRI, DEC 24)      |    |   |    |    |    |    |    |    |    |
| MARTIN LUTHER KING JR. DAY (MON, JAN 18) |    |    |    |    |    |    | LABOR DAY (MON, SEP 6)          |    |    |    |    |    |    | CHRISTMAS DAY (SAT, DEC 25)          |   |    |    |    |    |    | FURLOUGH DAYS (CITY HALL CLOSED) |    |   |    |    |    |    |    |    |    |
| PRESIDENT'S DAY (MON, FEB 15)            |    |    |    |    |    |    | VETERAN'S DAY (THUR, NOV 11)    |    |    |    |    |    |    |                                      |   |    |    |    |    |    |                                  |    |   |    |    |    |    |    |    |    |
| MEMORIAL DAY (MON, MAY 31)               |    |    |    |    |    |    | THANKSGIVING DAY (THUR, NOV 25) |    |    |    |    |    |    |                                      |   |    |    |    |    |    |                                  |    |   |    |    |    |    |    |    |    |

# 2011

| S                                        | M  | T  | W  | T  | F  | S  | S                               | M  | T  | W  | T  | F  | S     | S                                    | M | T  | W  | T  | F     | S        | S                                | M  | T | W  | T  | F  | S  |    |    |    |
|------------------------------------------|----|----|----|----|----|----|---------------------------------|----|----|----|----|----|-------|--------------------------------------|---|----|----|----|-------|----------|----------------------------------|----|---|----|----|----|----|----|----|----|
| JANUARY                                  |    |    |    |    |    | 1  | FEBRUARY                        |    |    |    |    |    | MARCH |                                      |   |    |    |    | APRIL |          |                                  |    |   |    |    |    |    |    |    |    |
| 2                                        | 3  | 4  | 5  | 6  | 7  | 8  |                                 |    |    | 1  | 2  | 3  | 4     | 5                                    |   |    |    |    |       |          |                                  |    |   |    | 1  | 2  |    |    |    |    |
| 9                                        | 10 | 11 | 12 | 13 | 14 | 15 |                                 | 6  | 7  | 8  | 9  | 10 | 11    | 12                                   |   | 3  | 4  | 5  | 6     | 7        | 8                                | 9  |   |    |    |    |    |    |    |    |
| 16                                       | 17 | 18 | 19 | 20 | 21 | 22 |                                 | 13 | 14 | 15 | 16 | 17 | 18    | 19                                   |   | 10 | 11 | 12 | 13    | 14       | 15                               | 16 |   |    |    |    |    |    |    |    |
| 23                                       | 24 | 25 | 26 | 27 | 28 | 29 |                                 | 20 | 21 | 22 | 23 | 24 | 25    | 26                                   |   | 17 | 18 | 19 | 20    | 21       | 22                               | 23 |   |    |    |    |    |    |    |    |
| 30                                       | 31 |    |    |    |    |    |                                 | 27 | 28 |    |    |    |       |                                      |   | 24 | 25 | 26 | 27    | 28       | 29                               | 30 |   |    |    |    |    |    |    |    |
| MAY                                      |    |    |    |    |    |    | JUNE                            |    |    |    |    |    | JULY  |                                      |   |    |    |    | 1     | 2        | AUGUST                           |    |   |    |    |    |    |    |    |    |
| 1                                        | 2  | 3  | 4  | 5  | 6  | 7  |                                 |    |    | 1  | 2  | 3  | 4     |                                      | 3 | 4  | 5  | 6  | 7     | 8        | 9                                |    |   |    | 1  | 2  | 3  | 4  | 5  | 6  |
| 8                                        | 9  | 10 | 11 | 12 | 13 | 14 |                                 | 5  | 6  | 7  | 8  | 9  | 10    | 11                                   |   | 10 | 11 | 12 | 13    | 14       | 15                               | 16 |   | 7  | 8  | 9  | 10 | 11 | 12 | 13 |
| 15                                       | 16 | 17 | 18 | 19 | 20 | 21 |                                 | 12 | 13 | 14 | 15 | 16 | 17    | 18                                   |   | 17 | 18 | 19 | 20    | 21       | 22                               | 23 |   | 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 22                                       | 23 | 24 | 25 | 26 | 27 | 28 |                                 | 19 | 20 | 21 | 22 | 23 | 24    | 25                                   |   | 24 | 25 | 26 | 27    | 28       | 29                               | 30 |   | 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 29                                       | 30 | 31 |    |    |    |    |                                 | 26 | 27 | 28 | 29 | 30 |       |                                      |   | 31 |    |    |       |          |                                  |    |   | 28 | 29 | 30 | 31 |    |    |    |
| SEPTEMBER                                |    |    |    |    |    |    | OCTOBER                         |    |    |    |    |    | 1     | NOVEMBER                             |   |    |    |    |       | DECEMBER |                                  |    |   |    |    |    |    |    |    |    |
|                                          |    |    |    | 1  | 2  | 3  |                                 | 2  | 3  | 4  | 5  | 6  | 7     | 8                                    |   |    |    | 1  | 2     | 3        | 4                                | 5  |   |    |    | 1  | 2  | 3  |    |    |
| 4                                        | 5  | 6  | 7  | 8  | 9  | 10 |                                 | 9  | 10 | 11 | 12 | 13 | 14    | 15                                   |   | 6  | 7  | 8  | 9     | 10       | 11                               | 12 |   | 4  | 5  | 6  | 7  | 8  | 9  | 10 |
| 11                                       | 12 | 13 | 14 | 15 | 16 | 17 |                                 | 16 | 17 | 18 | 19 | 20 | 21    | 22                                   |   | 13 | 14 | 15 | 16    | 17       | 18                               | 19 |   | 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18                                       | 19 | 20 | 21 | 22 | 23 | 24 |                                 | 23 | 24 | 25 | 26 | 27 | 28    | 29                                   |   | 20 | 21 | 22 | 23    | 24       | 25                               | 26 |   | 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25                                       | 26 | 27 | 28 | 29 | 30 |    |                                 | 30 | 31 |    |    |    |       |                                      |   | 27 | 28 | 29 | 30    |          |                                  |    |   | 25 | 26 | 27 | 28 | 29 | 30 | 31 |
| NEW YEAR'S DAY (SAT, JAN 1)              |    |    |    |    |    |    | INDEPENDENCE DAY (MON, JUL 4)   |    |    |    |    |    |       | DAY AFTER THANKSGIVING (FRI, NOV 25) |   |    |    |    |       |          | CHRISTMAS EVE (SAT, DEC 24)      |    |   |    |    |    |    |    |    |    |
| MARTIN LUTHER KING JR. DAY (MON, JAN 17) |    |    |    |    |    |    | LABOR DAY (MON, SEP 5)          |    |    |    |    |    |       | CHRISTMAS DAY (SUN, DEC 25)          |   |    |    |    |       |          | FURLOUGH DAYS (CITY HALL CLOSED) |    |   |    |    |    |    |    |    |    |
| PRESIDENT'S DAY (MON, FEB 21)            |    |    |    |    |    |    | VETERAN'S DAY (FRI, NOV 11)     |    |    |    |    |    |       |                                      |   |    |    |    |       |          |                                  |    |   |    |    |    |    |    |    |    |
| MEMORIAL DAY (MON, MAY 30)               |    |    |    |    |    |    | THANKSGIVING DAY (THUR, NOV 24) |    |    |    |    |    |       |                                      |   |    |    |    |       |          |                                  |    |   |    |    |    |    |    |    |    |

# 2012

| S                                        | M  | T  | W  | T  | F  | S  | S                               | M  | T  | W  | T  | F  | S  | S                                    | M | T  | W  | T  | F  | S  | S        | M  | T | W  | T  | F  | S  |    |    |    |
|------------------------------------------|----|----|----|----|----|----|---------------------------------|----|----|----|----|----|----|--------------------------------------|---|----|----|----|----|----|----------|----|---|----|----|----|----|----|----|----|
| JANUARY                                  |    |    |    |    |    |    | FEBRUARY                        |    |    |    |    |    |    | MARCH                                |   |    |    |    |    |    | APRIL    |    |   |    |    |    |    |    |    |    |
| 1                                        | 2  | 3  | 4  | 5  | 6  | 7  |                                 |    |    | 1  | 2  | 3  | 4  |                                      |   |    | 1  | 2  | 3  | 4  | 5        | 6  | 7 |    |    |    |    |    |    |    |
| 8                                        | 9  | 10 | 11 | 12 | 13 | 14 |                                 | 5  | 6  | 7  | 8  | 9  | 10 | 11                                   |   | 4  | 5  | 6  | 7  | 8  | 9        | 10 |   | 8  | 9  | 10 | 11 | 12 | 13 | 14 |
| 15                                       | 16 | 17 | 18 | 19 | 20 | 21 |                                 | 12 | 13 | 14 | 15 | 16 | 17 | 18                                   |   | 11 | 12 | 13 | 14 | 15 | 16       | 17 |   | 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22                                       | 23 | 24 | 25 | 26 | 27 | 28 |                                 | 19 | 20 | 21 | 22 | 23 | 24 | 25                                   |   | 18 | 19 | 20 | 21 | 22 | 23       | 24 |   | 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29                                       | 30 | 31 |    |    |    |    |                                 | 26 | 27 | 28 | 29 |    |    |                                      |   | 25 | 26 | 27 | 28 | 29 | 30       | 31 |   | 29 | 30 |    |    |    |    |    |
| MAY                                      |    |    |    |    |    |    | JUNE                            |    |    |    |    |    |    | JULY                                 |   |    |    |    |    |    | AUGUST   |    |   |    |    |    |    |    |    |    |
|                                          |    | 1  | 2  | 3  | 4  | 5  |                                 |    |    |    |    | 1  | 2  |                                      | 1 | 2  | 3  | 4  | 5  | 6  | 7        |    |   |    | 1  | 2  | 3  | 4  |    |    |
| 6                                        | 7  | 8  | 9  | 10 | 11 | 12 |                                 | 3  | 4  | 5  | 6  | 7  | 8  | 9                                    |   | 8  | 9  | 10 | 11 | 12 | 13       | 14 |   | 5  | 6  | 7  | 8  | 9  | 10 | 11 |
| 13                                       | 14 | 15 | 16 | 17 | 18 | 19 |                                 | 10 | 11 | 12 | 13 | 14 | 15 | 16                                   |   | 15 | 16 | 17 | 18 | 19 | 20       | 21 |   | 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 20                                       | 21 | 22 | 23 | 24 | 25 | 26 |                                 | 17 | 18 | 19 | 20 | 21 | 22 | 23                                   |   | 22 | 23 | 24 | 25 | 26 | 27       | 28 |   | 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 27                                       | 28 | 29 | 30 | 31 |    |    |                                 | 24 | 25 | 26 | 27 | 28 | 29 | 30                                   |   | 29 | 30 | 31 |    |    |          |    |   | 26 | 27 | 28 | 29 | 30 | 31 |    |
| SEPTEMBER                                |    |    |    |    |    |    | OCTOBER                         |    |    |    |    |    |    | NOVEMBER                             |   |    |    |    |    |    | DECEMBER |    |   |    |    |    |    |    |    |    |
|                                          |    |    |    |    |    | 1  |                                 | 1  | 2  | 3  | 4  | 5  | 6  |                                      |   |    |    |    | 1  | 2  | 3        |    |   |    |    |    |    |    | 1  |    |
| 2                                        | 3  | 4  | 5  | 6  | 7  | 8  |                                 | 7  | 8  | 9  | 10 | 11 | 12 | 13                                   |   | 4  | 5  | 6  | 7  | 8  | 9        | 10 |   | 2  | 3  | 4  | 5  | 6  | 7  | 8  |
| 9                                        | 10 | 11 | 12 | 13 | 14 | 15 |                                 | 14 | 15 | 16 | 17 | 18 | 19 | 20                                   |   | 11 | 12 | 13 | 14 | 15 | 16       | 17 |   | 9  | 10 | 11 | 12 | 13 | 14 | 15 |
| 16                                       | 17 | 18 | 19 | 20 | 21 | 22 |                                 | 21 | 22 | 23 | 24 | 25 | 26 | 27                                   |   | 18 | 19 | 20 | 21 | 22 | 23       | 24 |   | 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23                                       | 24 | 25 | 26 | 27 | 28 | 29 |                                 | 28 | 29 | 30 | 31 |    |    |                                      |   | 25 | 26 | 27 | 28 | 29 | 30       |    |   | 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30                                       |    |    |    |    |    |    |                                 |    |    |    |    |    |    |                                      |   |    |    |    |    |    |          |    |   | 30 | 31 |    |    |    |    |    |
| NEW YEAR'S DAY (SUN, JAN 1)              |    |    |    |    |    |    | INDEPENDENCE DAY (WED, JUL 4)   |    |    |    |    |    |    | DAY AFTER THANKSGIVING (FRI, NOV 23) |   |    |    |    |    |    |          |    |   |    |    |    |    |    |    |    |
| MARTIN LUTHER KING JR. DAY (MON, JAN 16) |    |    |    |    |    |    | LABOR DAY (MON, SEP 3)          |    |    |    |    |    |    | CHRISTMAS EVE (MON, DEC 24)          |   |    |    |    |    |    |          |    |   |    |    |    |    |    |    |    |
| PRESIDENTS DAY (MON, FEB 20)             |    |    |    |    |    |    | VETERAN'S DAY (SUN, NOV 11)     |    |    |    |    |    |    | CHRISTMAS DAY (TUE, DEC 25)          |   |    |    |    |    |    |          |    |   |    |    |    |    |    |    |    |
| MEMORIAL DAY (MON, MAY 28)               |    |    |    |    |    |    | THANKSGIVING DAY (THUR, NOV 22) |    |    |    |    |    |    |                                      |   |    |    |    |    |    |          |    |   |    |    |    |    |    |    |    |





**CONCURRENT MEETING  
CITY COUNCIL/COMMUNITY REDEVELOPMENT AGENCY (CRA)/  
RANCHO CORDOVA FINANCING CORPORATION (RCFC)**

**City Hall  
2729 Prospect Park Drive, Rancho Cordova**

**Monday, June 21, 2010**

**5:00 P.M. – Closed Session  
Community Board Room  
5:30 P.M. – Regular Meeting  
David B. Roberts Council Chambers**

**AGENDA**

**A. CLOSED SESSION – CALL TO ORDER**

Council Members Sander, Budge, Skoglund, McGarvey, and Mayor Cooley

**B. PUBLIC COMMENT**

At a special meeting, citizens wishing to address the Council for any matter on the agenda may do so at the time the matter is discussed. Note, under the provisions of the California Government Code, the City Council is prohibited from discussing or taking action on any unagendized item.

**C. CLOSED SESSION ITEM**

**Council may adjourn to Closed Session to discuss the following item(s):**

Conference with Legal Counsel – Anticipated Litigation Government Code 54956.9 (b) (one potential case).

**D. ADJOURNMENT OF CLOSED SESSION**

**1. REGULAR MEETING – CALL TO ORDER / ROLL CALL**

Council Members Sander, Budge, Skoglund, McGarvey, and Mayor Cooley

**2. METRO CABLE TV TELEVISION ANNOUNCEMENT**

The City Clerk will announce the meetings video recording and playback schedules.

**3. PLEDGE OF ALLEGIANCE**

The Mayor will call on someone in attendance to lead the Pledge.

**4. INVOCATION**

Chaplain Frank Russell, Law Enforcement Chaplaincy, will give the invocation.

**5. OPEN SESSION – REPORT FROM CLOSED SESSION**

The Deputy City Attorney will report on action taken in Closed Session.

**6. PRESENTATIONS**

- 6.1 Presentation by Rancho Cordova Sister Cities Committee Members Bob Arellanes and Mark Zeidler recognizing Facilities Manager Todd Humphrey for his support and assistance with the Committee's participation in iFest on May 15, 2010 to make it a great success. Committee members will also provide Council with an update on recent activities relating to Turrialba, Costa Rica.

**7. PUBLIC COMMENT**

Citizens wishing to address the Council for any matter on the Consent Calendar or not on the agenda may do so at this time by completing and submitting a (blue) Speaker Card to the City Clerk. **For items on the agenda, speakers will be called up to the podium by the Mayor at the point on the agenda when the item will be heard.** Speakers are encouraged to keep comments to three minutes or less and to state name and community of residence.

Note, under the provisions of the California Government Code, the City Council is prohibited 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 immediate action arose after the posting of the agenda.

**8. COUNCIL REPORTS**



## **9. CONSENT CALENDAR ITEMS – ROLL CALL VOTE**

- 9.1 **Subject:** Regular Meeting Minutes of June 7, 2010  
**Recommendation:** Adopt Minutes.
- 9.2 **Subject:** Resolution Authorizing the City Manager to Execute First Contract Amendment with Helen Brewer for Public Relations Services  
**Recommendation:** Adopt Resolution No. 39-2010.  
**Result of Recommended Action:** Adoption of this resolution will allow the City Manager to execute First Contract Amendment No. 54-2010 that will extend original Contract No. 69-2009 through June 30, 2011.  
**Staff Report:** Nancy Pearl, City Manager's Office  
**Advances Goals:** 1, 10, and 13
- 9.3 **Subject:** Resolution Authorizing the City Manager to Execute a Contract with Fuel Creative Design for Services for the City Views Newsletter  
**Recommendation:** Adopt Resolution No. 40-2010.  
**Result of Recommended Action:** Adoption of this resolution will allow the City Manager to execute Contract No. 55-2010 with Fuel Creative Design for a one-year period (four City View Newsletter issues) from July 1, 2010 through June 30, 2011.  
**Staff Report:** Nancy Pearl, City Manager's Office  
**Advances Goals:** 1, 3, and 13
- 9.4 **Subject:** Resolution Approving General Fund Advances for Improvement and Operating Costs to the Kilgore Cemetery and a Reimbursement Agreement Between the Kilgore Cemetery Enterprise Fund and the City of Rancho Cordova  
**Recommendation:** Adopt Resolution No. 65-2010.  
**Result of Recommended Action:** Adoption of this resolution will authorize advances for improvement and operating costs to the Kilgore Cemetery for Fiscal Years 2008, 2009, and thereafter, and a reimbursement agreement between the Kilgore Cemetery Enterprise Fund and the City of Rancho Cordova for the advance of \$1,000,000 approved in Resolution No. 176-2006; advances for \$404,611 for improvements and operational costs in Fiscal Year 2008 and 2009; and advances for improvements and operational costs for Fiscal Years after 2009.  
**Staff Report:** Donna Silva, Finance Department  
**Advances Goals:** 1 and 4
- 9.5 **Subject:** Resolutions Initiating Proceedings for the Annual Levy and Collection of Charges for Transit Related Services Benefit District Zone No. 1 for Fiscal Year 2010/2011  
**Recommendation:** That Council:  
a) Adopt Resolution No. 57-2010 Initiating Proceedings for the Annual Levy and Collection of Charges for the Transit Related Services Benefit District Zone No. 1 for Fiscal Year 2010/2011; and  
b) Adopt Resolution No. 58-2010 Preliminarily Approving the Engineer's Annual Levy Report and Declaring its Intention to Levy and Collect Annual Charges for the Transit Related Services Benefit District Zone No. 1 for Fiscal Year 2010/2011.  
**Result of Recommended Action:** The recommended actions are required as part of the process to continue the annual levy and collection of charges in the District to provide for a broad range of miscellaneous transportation services within the District identified in the Engineer's Report.  
**Staff Report:** Cyrus Abhar and Elizabeth Sparkman, Public Works Department  
**Advances Goals:** 4 and 11



- 9.6 **Subject:** Resolutions Initiating Proceedings for the Annual Levy and Collection of Charges for Transit Related Services Benefit District Zone No. 2 for Fiscal Year 2010/2011

**Recommendation:** That Council:

- a) Adopt Resolution No. 59-2010 Initiating Proceedings for the Annual Levy and Collection of Charges for the Transit Related Services Benefit District Zone No. 2 for Fiscal Year 2010/2011; and
- b) Adopt Resolution No. 60-2010 Preliminarily Approving the Engineer's Annual Levy Report and Declaring its Intention to Levy and Collect Annual Charges for the Transit Related Services Benefit District Zone No. 2 for Fiscal Year 2010/2011.

**Result of Recommended Action:** The recommended actions are required as part of the process to continue the annual levy and collection of charges in the District to provide for a broad range of miscellaneous transportation services within the District identified in the Engineer's Report.

**Staff Report:** Cyrus Abhar and Elizabeth Sparkman, Public Works Department

**Advances Goals:** 4 and 11

- 9.7 **Subject:** Resolutions Initiating Proceedings for the Annual Levy and Collection of Assessments for Landscaping and Lighting District No. 2005-1

**Recommendation:** That Council:

- a) Adopt Resolution No. 61-2010 Initiating Proceedings for the Annual Levy and Collection Assessments for the Landscaping and Lighting District No. 2005-1 for Fiscal Year 2010/2011; and
- b) Adopt Resolution No. 62-2010 Preliminarily Approving the Engineer's Annual Levy Report and Declaring its Intention to Levy and Collect Annual Assessments for the Landscaping and Lighting District No. 2005-1 for Fiscal Year 2010/2011

**Result of Recommended Action:** The recommended actions are required as part of the process to continue the annual levy and collection of assessments in the District in the same amounts as charged in previous years. There are no new impacts to existing or new residents.

**Staff Report:** Cyrus Abhar and Elizabeth Sparkman, Public Works Department

**Advances Goals:** 4 and 11

- 9.8 **Subject:** Resolutions Initiating Proceedings for the Annual Levy and Collection of Assessments for the Rancho Cordova Road Maintenance Assessment District

**Recommendation:** That Council:

- a) Adopt Resolution No. 63-2010 Initiating Proceedings for the Annual Levy and Collection Assessments for the Rancho Cordova Road Maintenance Assessment District for Fiscal Year 2010/2011; and
- b) Adopt Resolution No. 64-2010 Preliminarily Approving the Engineer's Annual Levy Report and Declaring its Intention to Levy and Collect Annual Assessments for the Rancho Cordova Road Maintenance Assessment District for Fiscal Year 2010/2011

**Result of Recommended Action:** The recommended actions are required as part of the process to continue the annual levy and collection of assessments in the District to provide for the maintenance and operation costs of certain streets and street lighting services. The assessments only apply to specific newly developed areas that are part of the District as identified in the Engineer's Report.

**Staff Report:** Cyrus Abhar and Elizabeth Sparkman, Public Works Department

**Advances Goals:** 4 and 11



- 9.9 **Subject:** Resolution Authorizing Financial Participation in the South Sacramento Habitat Conservation Plan (SSHCP) and Authorizing the City Manager to Execute a Memorandum of Agreement (MOA) with the SSHCP Partners for the Preparation and Funding of the SSHCP

**Recommendation:** Adopt Resolution No. 66-2010.

**Result of Recommended Action:** Adoption of the resolution and execution of the MOA will affirm the City's commitment to the SSHCP and will authorize and direct the City to assist with funding of SSHCP efforts in the event that currently secured funds are not adequate to complete the SSHCP.

**Staff Report:** Paul Junker, Planning Department

**Advances Goals:** 1, 2, 8, and 13

## **10. CONSENT PUBLIC HEARING ITEMS – ROLL CALL VOTE**

- 10.1 **Subject:** Resolution Approving Tentative Parcel Map for the Rockingham Center Office Park Located at Rockingham and Mather Field Road – Rockingham Plaza TPM DD6856

**Recommendation:** That Council:

- a) Accept the Planning Commission recommendation to determine the project is Categorically Exempt and approve the four lot parcel map, subject to the modified Conditions of Approval; and
- b) Adopt Resolution No. 67-2010.

**Result of Recommended Action:** Adoption of the resolution will allow the subject property to be divided for future sales. Binding provisions will ensure ongoing maintenance of the common property and shared parking, and access to the site.

**Staff Report:** William Campbell, Planning Department

**Advances Goals:** 1 and 5

**CALLED FORWARD BY COUNCIL MEMBER LINDA BUDGE**

## **11. PUBLIC HEARING ITEMS**

- 11.1 **Subject:** Discussion of Updates to Construction/Building Permit Fees Continued from June 7, 2010

**Recommendation:** That Council evaluates and selects an option for adjustments to Construction/Building Permit fees.

**Result of Recommended Action:** Following presentation by staff of options for consideration and based on direction provided by the City Council, staff will subsequently prepare a Fee Schedule and return to Council on July 6, 2010 for adoption of Resolution No. 49-2010.

**Staff Report:** Cyrus Abhar, Public Works Department and Donna Silva, Finance Department

**Advances Goals:** 4 and 11

## **12. REGULAR CALENDAR ITEMS**

- 12.1 **Subject:** Rescission of Resolution No. 52-2010 and Re-Adoption of the Fiscal Year 2010/2011 Operating Budget for the City of Rancho Cordova

**Recommendation:** Rescind Resolution No. 52-2010 adopted on June 7, 2010 and re-adopt the Fiscal Year 2010/2011 Operating Budget for the City of Rancho Cordova by approving Resolution No. 68-2010.

**Result of Recommended Action:** Upon rescission of Resolution No. 52-2010 and adoption of Resolution No. 68-2010 any ambiguities that may have been created in the adoption of the budget at the June 7, 2010 City Council meeting will have been cleared. The budget adopted on June 21, 2010 will be considered the Original Operating Budget for Fiscal Year 2010/2011.

**Staff Report:** Donna Silva, Finance Department

**Advances Goal:** 11

- 12.2 **Subject:** Following-up of the April 13, 2010 Work Session Discussion of Sacramento Municipal Utility District (SMUD) Solar Highway Photovoltaic (PV) Demonstration Project

**Recommendation:** That Council receives information pertaining to designs and concepts of the Solar Highway Photovoltaic (PV) Demonstration Project proposed by SMUD and the California Department of Transportation (CalTrans), and provide feedback on the concepts in order to continue moving forward with the project.

**Result of Recommended Action:** SMUD representatives will present an overview of the Sacramento Solar Highways project, including concepts and designs for the advanced photovoltaic installation proposed for a portion of Highway 50 and Mather Field Interchange Right-of-Way (ROW) within the City.

**Staff Report:** Cyrus Abhar and Mark Thomas, Public Works Department

**Advances Goals:** 1, 8, and 13

## **13. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS**

## **14. CITY MANAGER'S REPORT**

Economic Development Department Update: Housing and Redevelopment Agency Divisions

## **15. ADJOURNMENT**



## ADDITIONAL INFORMATION

**Rancho Cordova Great Health Challenge** - Rancho Cordova has launched a program intended to promote a healthier community by building awareness for those who live, work, play, or pray here. You are encouraged to join our commitment to get healthy, stay fit, and have fun! Go to <http://www.20tonsin2010.com/> to register.

**UNLESS THE COUNCIL ADOPTS A MOTION TO EXTEND THE MEETING, ANY ITEM THAT IS NOT INITIATED BEFORE 11 P.M. WILL BE CONTINUED TO THE NEXT DAY AT 5:30 P.M. OR SCHEDULED ON THE NEXT REGULAR MEETING AGENDA OF THE COUNCIL.**

Public documents related to items on the open session portion of this agenda, which are distributed to the City Council less than 72 hours prior to the meeting, shall be available for public inspection at the time the documents are distributed to the Council. Documents are available for inspection at the City Clerk's office located in Rancho Cordova City Hall.

The agenda items are accessible on the City's website at [www.cityofranhocordova.org](http://www.cityofranhocordova.org) on Thursdays or Fridays prior to the Regular City Council Meeting.

| CITYWIDE GOALS - (Adopted March 20, 2006) |                                                                   |
|-------------------------------------------|-------------------------------------------------------------------|
| 11.                                       | Practice Sound Fiscal Management                                  |
| 1.                                        | Foster a Positive Image of Rancho Cordova                         |
| 9.                                        | Drive Diverse Economic Opportunities                              |
| 4.                                        | Ensure the Availability of the Best Public Services in the Region |
| 6.                                        | Ensure a Safe Community                                           |
| 8.                                        | Sustain a Livable Community                                       |
| 5.                                        | Establish a Vibrant Downtown                                      |
| 13.                                       | Continue To Provide Regional Leadership                           |
| 7.                                        | Improve the Quality of Housing In Rancho Cordova                  |
| 3.                                        | Champion Employee Development & High Performance Work Environment |
| 10.                                       | Foster Responsible Citizenship                                    |
| 2.                                        | Improve Transportation & Connectivity                             |
| 12.                                       | Establish Logical (City) Boundaries                               |

| <b>UPCOMING MEETINGS</b>        |                                                                                        |
|---------------------------------|----------------------------------------------------------------------------------------|
| <i>Tuesday, June 29, 2010</i>   | 9:00 a.m. Joint Special Meeting, Parks Tour<br>5:30 p.m. Work Session <b>CANCELLED</b> |
| <i>Monday, July 5, 2010</i>     | <b>Independence Day Holiday Observed –<br/>City Hall Closed</b>                        |
| <i>Tuesday, July 6, 2010</i>    | 5:30 p.m. Regular City Council Meeting                                                 |
| <i>Tuesday, July 13, 2010</i>   | 5:30 p.m. Work Session on Bicycle and<br>Pedestrian Master Plan                        |
| <i>Monday, July 19, 2010</i>    | 5:30 p.m. Regular City Council Meeting                                                 |
| <i>Monday, July 26, 2010</i>    | <b>FURLOUGH DAY – City Hall Closed</b>                                                 |
| <i>Monday, August 2, 2010</i>   | <b>5:30 p.m. Regular City Council Meeting -<br/>CANCELLED</b>                          |
| <i>Tuesday, August 10, 2010</i> | <b>5:30 p.m. Work Session - CANCELLED</b>                                              |
| <i>Monday, August 16, 2010</i>  | 5:30 p.m. Regular Meeting                                                              |
| <i>Tuesday, August 24, 2010</i> | 5:30 p.m. Work Session on Development<br>Fees and Standards                            |

If you have any technical questions related to the agenda items, please contact the appropriate department as follows:

| <b>DEPARTMENTAL GENERAL TELEPHONE NUMBERS</b>           |                |
|---------------------------------------------------------|----------------|
| Building Department                                     | (916) 851-8760 |
| City Attorney's Office                                  | (916) 556-1531 |
| City Clerk's Department                                 | (916) 851-8720 |
| City Manager's Office                                   | (916) 851-8800 |
| Communications Department                               | (916) 851-8791 |
| Economic Development Department                         | (916) 851-8780 |
| Finance Department                                      | (916) 851-8730 |
| Housing Department                                      | (916) 851-8784 |
| Human Resources Department                              | (916) 851-8740 |
| IT Department                                           | (916) 851-8700 |
| Neighborhood Services – Animal Services                 | (916) 851-8770 |
| Parks & Recreation (Cordova Recreation & Park District) | (916) 362-1841 |
| Planning Department                                     | (916) 851-8750 |
| Public Works Department                                 | (916) 851-8710 |
| Rancho Cordova Police Department                        | (916) 875-9600 |
| Redevelopment Department                                | (916) 851-8780 |
| Sac Metro Fire District                                 | (916) 566-4000 |



The Rancho Cordova City Council/CRA/RCFC will be videotaped in its entirety and will be cablecast without interruption on Metro Cable 14, the Government Affairs Channel on the Comcast and SureWest Cable Systems. Closed Captioning will be available on the playback cablecast. Tune to Metro Cable Channel 14, for playback times. A VHS copy is available for check out from any library branch, a DVD copy is available from the City Clerk's Department, and a webcast of this meeting will be available for viewing via video streaming from the City's website within 48 hours of adjournment of this meeting. 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 need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the City Clerk's Office at (916) 851-8720 at least 48 hours prior to the meeting.

#### **CERTIFICATION OF POSTING OF AGENDA**

I, Mindy Cuppy, City Clerk for the City of Rancho Cordova, declare that the foregoing agenda for the June 21, 2010 Regular Meeting of the Rancho Cordova City Council/CRA/RCFC was posted and available for review on June 17, 2010 at City Hall of the City of Rancho Cordova, 2729 Prospect Park Drive, Rancho Cordova, California, 95670. The agenda is also available on the city web site at [www.cityofranhocordova.org](http://www.cityofranhocordova.org).

Signed this 17<sup>th</sup> day of June, 2010 at Rancho Cordova, California.

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Mindy Cuppy, City Clerk



**CONCURRENT MEETING  
CITY COUNCIL/COMMUNITY REDEVELOPMENT AGENCY (CRA)/  
RANCHO CORDOVA FINANCING CORPORATION (RCFC)**

**City Hall  
2729 Prospect Park Drive, Rancho Cordova**

**Monday, June 7, 2010**

**5:30 P.M. – Regular Meeting  
David B. Roberts Council Chambers**

**MINUTES**

**1. REGULAR MEETING – CALL TO ORDER / ROLL CALL**

Mayor Cooley called the regular meeting to order in the David B. Roberts Council Chambers at 5:47 p.m.

Council Members Present: Sander, Budge, Skoglund, McGarvey, and Mayor Cooley

Council Members Absent: None

Staff Members Present: Gaebler, Chinn, Lindgren, Cuppy, Lehr, Junker, Simpson, Diamond, Silva, Haven, Blair, Snyder, Humphrey, Ingalls, Harriman, Flory, Runner, Behrends, Campbell, Sparkman, and Pearl

**2. METRO CABLE TV TELEVISION ANNOUNCEMENT**

The Mayor announced the meetings video recording and playback schedules.

**3. PLEDGE OF ALLEGIANCE**

The Mayor called on Sherry Rush to lead the Pledge.

**4. INVOCATION**

Chaplain Marty Hills, Sacramento Law Enforcement Chaplaincy, gave the invocation.



## 5. PRESENTATIONS

- 5.1 Folsom Cordova Unified School District, Director of Facilities Matt Washburn gave a presentation on School Board Construction Updates.
- 5.2 Mayor Cooley presented a proclamation to Superintendent Patrick Godwin for Retiring After Five Years with Folsom Cordova Unified School District.
- 5.3 Mayor Cooley presented proclamations to Volunteers Lawrence Goedrich and Aaron Rush for Completing Eagle Scout Projects at the City of Rancho Cordova City Hall.

Lawrence Goedrich and Aaron Rush presented a report to Council Members on projects completed at the City of Rancho Cordova City Hall.

## REORDERED REGULAR CALENDAR ITEM

The Mayor reordered the agenda to hear the following Agenda Item 11.3 next on the agenda:

**ACTION:** Motion by Sander second by McGarvey and carried by a 5:0 vote; Council approved Agenda Item 11.3 to be heard prior to Public Comment on the agenda.

- 11.3 **Subject:** City Council Position on Proposition 16 Imposing Two-Thirds Voter Approval Requirement for Local Public Electricity Providers

**Recommendation:** Accommodate request of elected Sacramento Municipal Utility District (SMUD) Board representative Nancy Bui-Thompson to discuss the merits of taking a position in opposition on Proposition 16.

**Result of Recommended Action:** The City Council will be able to discuss the proposed Initiative Constitutional Amendment and determine if taking a position to oppose is in the City's best interest.

**Staff Report:** Stephanie Snyder, City Manager's Office

Mayor Cooley opened the public comment period. There were no speakers. Mayor Cooley closed the public comment period.

**FIRST ACTION:** Motion by Budge second by Cooley and carried by a 5:0 vote; Council approved to strike paragraphs five and six of the draft resolution.

**SECOND ACTION:** Motion by Budge second by Cooley and carried by a 5:0 vote; Council adopted Resolution No. 56-2010 with amendment.

## 6. PUBLIC COMMENT

Mayor Cooley opened the public comment period. The following individuals addressed the Council:

- Robert Weitzel regarding problems with booming speakers in cars on Dawes Street, and the need for more police patrol. Mr. Weitzel also requested something be done regarding graffiti at Raley's Shopping Center.
- Donna Dunlap regarding sprinklers running continuously at 10989 Trade Center and the need to warn or fine the property owner about wasting water.

Mayor Cooley closed the public comment period.

## **7. COUNCIL REPORTS**

Council Members reported on events since the last meeting.

## **8. CONSENT CALENDAR ITEMS – ROLL CALL VOTE**

**ACTION:** Motion by Budge second by Skoglund and carried by a 5:0 roll call vote; Council approved the Consent Calendar with exception to Agenda Item 8.4 that was pulled for separate discussion.

8.1 **Subject:** Meeting Minutes:

- a) Regular Meeting Minutes of May 17, 2010; and
- b) Special Meeting Minutes of May 25, 2010.

**Recommendation:** Adopt Minutes.

8.2 **Subject:** Ordinance Amending the Rancho Cordova Municipal Code Relating to Updates of User Fees

**Recommendation:** Continue second reading and adoption of Ordinance No. 6-2010 to July 6, 2010. **(Roll Call Vote)**

**Result of Recommended Action:** Council will continue the second reading and adoption of Resolution No. 6-2010 to July 6, 2010. Adoption of this ordinance will amend Chapter 16.90 of the Rancho Cordova Municipal Code pertaining to construction permit fees, Title 4 of the Rancho Cordova Municipal Code pertaining to business license fees and fines, and Chapter 12.09 of the Rancho Cordova Municipal Code pertaining to street trench fees to change the procedures for the adoption and establishment of these fees.

**Staff Report:** Donna Silva, Finance Department

**GROWING STRONG NEIGHBORHOODS**

**AMENDED ACTION:** Motion by Budge second by Cooley and carried by a 5:0 vote; Council continued Agenda Item 8.2 to date uncertain.

8.3 **Subject:** Resolutions of the City Council of the City of Rancho Cordova and Community Redevelopment Agency of the City of Rancho Cordova Amending the Operating Budget for the City and Agency for the Fiscal Year July 1, 2009 through June 30, 2010, and Providing for the Appropriations and Expenditures of all Sums Set Forth Therein

**Recommendation:** That Council:

- a) Adopt Resolution No. 54-2010. **(Roll Call Vote)**
- b) Adopt Resolution No. CRA 7-2010. **(Roll Call Vote)**

**Result of Recommended Action:** Amendments to the 2009-2010 Adopted Budget will reflect significant variances in expenses and revenues in various funds not originally anticipated in the Budget. This amendment will bring our actual anticipated expenditures in line with our approved appropriations for those specific funds. No adjustment is needed for the General Fund.

**Staff Report:** Donna Silva, Finance Department

**COUNCIL ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY**



- 8.5 **Subject:** Resolution Authorizing the City Manager to Execute Two On-Call Contracts and One Contract Amendment for Construction Management and Plan Review Services

**Recommendation:** Adopt Resolution No. 36-2010.

**Result of Recommended Action:** Adoption of this resolution would authorize the City Manager to execute two on-call contracts and one contract amendment as follows:

- a) Contract No. 33-2010 with Willdan, Inc. in an amount of \$500,000 for inspection and plan review services;
- b) Contract No. 48-2010 with Psomas, Inc. in an amount of \$400,000 for construction management and inspection services; and
- c) Third Amendment Contract No. 47-2010 with the County of Sacramento in an amount of \$300,000 for construction management, inspection, and plan review services

**Staff Report:** Cyrus Abhar, Public Works Department

- 8.6 **Subject:** Resolution Authorizing the City Manager to Execute a Contract Second Amendment with MCE Corporation in an amount not to exceed \$85,000 annually, to Continue Providing a Full-Time Contract Maintenance Worker for the Public Works Department

**Recommendation:** Adopt Resolution No. 41-2010.

**Result of Recommended Action:** Adoption of this resolution will allow Public Works to continue to contract with MCE Corporation for a maintenance worker to respond to emergencies and to perform routine maintenance within the city limits.

**Staff Report:** Cyrus Abhar, Public Works Department

**GROWING STRONG NEIGHBORHOODS**

- 8.7 **Subject:** Resolution Awarding a Construction Contract No. 58-2010 to Granite Construction Company for Sunrise Boulevard Widening White Rock Road to Sunrise Park Drive in the Amount of \$174,471

**Recommendation:** Adopt Resolution No. 42-2010.

**Result of Recommended Action:** Adoption of this resolution will authorize the City Manager to execute a contract with Granite Construction Company in an amount of \$174,471 for the construction of the Sunrise Boulevard North of White Rock Road Project. The work performed under this contract will include the construction of the third northbound lane and curb, gutter, and sidewalk on Sunrise Boulevard between White Rock Road and Sunrise Park Drive.

**Staff Report:** Cyrus Abhar, Public Works Department

**GROWING STRONG NEIGHBORHOODS**

- 8.8 **Subject:** Resolution Authorizing the Submittal of an Application to the California State Department of Housing and Community Development for Funding Under the CalHome Program

**Recommendation:** Adopt Resolution No. 45-2010.

**Result of Recommended Action:** Adoption of the resolution will authorize staff to submit an application to the California State Department of Housing and Community Development (HCD) for CalHome funding in an amount not to exceed \$600,000. If selected for this funding, the City Manager will authorize the execution of an agreement any required amendments, and any other related documents necessary to participate in the CalHome program. With a successful application, the funds will be loaned over a two-year period to qualified resident homeowners for needed repairs to single-family dwellings.

**Staff Report:** Reed Flory, Housing Department

**GROWING STRONG NEIGHBORHOODS**

- 8.9 **Subject:** Resolution Approving City Council Appointment of Beth Walter to the California Capital Airshow Board  
**Recommendation:** Adopt Resolution No. 50-2010.  
**Result of Recommended Action:** This approval would give Rancho Cordova representation on the California Capital Airshow Board specifically chosen by the City Council.  
**Staff Report:** Ted Gaebler, City Manager's Department

The following item was pulled for separate discussion:

- 8.4 **Subject:** Resolution Updating Business License Processing Fee  
**Recommendation:** Adopt Resolution No. 48-2010  
**Result of Recommended Action:** Effective upon adoption of Resolution 48-2010 a new fee schedule for Business Licenses will be implemented. The new fees are based on our cost of processing and administering business licenses for those entities required to obtain a license under the City of Rancho Cordova Municipal Code.  
**Staff Report:** Donna Silva, Finance Department

**ACTION:** Motion by Skoglund second by Cooley and carried by a 3:1:1 roll call vote (Sander dissented, and Budge abstained); Council adopted Resolution No. 48-2010.

#### BREAK

**AT THIS POINT:** The Council took a brief recess at 7:51 p.m. The full council reconvened at 8:22 p.m.

### 9. CONSENT PUBLIC HEARING ITEMS

The following item was pulled for separate discussion:

- 9.1 **Subject:** Resolution Approving Design Review for White Rock Park Community Building – Project No. DD6860, Located at 10490 White Rock Road  
**Recommendation:** Adopt Resolution No. 43-2010.  
**Result of Recommended Action:** Adoption of this resolution will allow the Cordova Recreation and Park District to build a new 2500+/- sf community building that will contain a recreation room for community meetings with bathrooms, a small administrative office, an employee break room, storage, and janitorial closet.  
**Staff Report:** William Campbell, Planning Department  
**Advances Goals:** 1, 4, and 8  
**Planning Commission Recommendation:** That the City Council adopt Resolution No. 43-2010, approving the design of the new community building in White Rock Park, consistent with the submitted plans and subject to the Conditions of Approval.  
**GROWING STRONG NEIGHBORHOODS**

Mayor Cooley opened the public comment period. There were no speakers. Mayor Cooley closed the public comment period.

**ACTION:** Motion by Budge second by McGarvey and carried by a 5:0 vote; Council adopted Resolution No. 43-2010 with Alternative B modified to extend ceramic tile wall to the ground on the northwest side.



## **10. PUBLIC HEARING ITEMS**

**ACTION:** Motion by McGarvey second by Budge and carried by a 5:0 vote; Council approved to move Agenda Item 10.2 as first public hearing item.

**The Mayor reordered the agenda to hear Agenda Item 10.2 as the first public hearing item.**

10.2 **Subject:** Public Hearing on, and Adoption of, The Fiscal Year 2010/2011 Operating Budget for the City of Rancho Cordova and the Community Redevelopment Agency of the City of Rancho Cordova, Including the Determination of the Appropriations (GANN) Limit for same, and Adoption of the Five-Year Capital Improvement Plan 2010-2015

**Recommendation:** That Council:

Receive input from the public on the Proposed Budget for Fiscal Year 2010/11 for the City of Rancho Cordova and the City of Rancho Cordova Community Redevelopment Agency. Direct staff to process changes discussed during the public hearing, if any, and return with a FY 2010/11 Proposed Budget for final deliberation at this meeting or on June 21, 2010. If no changes are directed, the Proposed Budget, Appropriation Limit and Five Year Capital Improvement Plan (CIP) can be adopted immediately following the public hearing by adopting:

- a) Resolution No. 51-2010 Approving the Appropriations Limit for Fiscal Year 2010-11 and Making the Annual Election for Adjustment Factors.
- b) Resolution No. 52-2010 Approving the Citywide Operating Budget for the City for the Fiscal Year July 1, 2010 through June 30, 2011, and Providing for the Appropriations and Expenditures of All Sums Set Forth Therein.
- c) Community Redevelopment Agency Resolution No. CRA 6-2010 Approving the Operating Budget for the Agency For the Fiscal Year July 1, 2010 Through June 30, 2011, and Providing for the Appropriations and Expenditures of All Sums Set Forth Therein.
- d) Resolution No. 53-2010 Approving the Five Year Capital Improvement Plan for the Five Fiscal Years Beginning July 1, 2010 and Ending June 30, 2015.

**Result of Recommended Action:** The Public Hearing will provide the public with the opportunity to have input on the fiscal year 2010/2011 budget prior to adoption of same by the City Council. If there are no changes to the FY 2010/2011 Proposed Budget directed as a result of the public hearing held at this meeting, the budget and Five Year CIP may be adopted as is, with state required Gann (appropriation) limit calculations.

The adoption of the budget will provide financial and program guidelines for the City and Redevelopment Agency's operations for the period beginning July 1, 2010 and ending June 30, 2011. The budget provides both anticipated resources and planned uses of those resources.

Approval of the Appropriations Limit and factors used therein will ensure compliance with state law. Adoption of the Five Year Capital Improvement Plan will provide a spending plan and timeline for approved projects and ensures that adequate resources are allocated to provide funding for these multiple year, large scale projects.

**Staff Report:** Donna Silva, Finance Department

### **COUNCIL ACTING AS COMMUNITY REDEVELOPMENT AGENCY**

Mayor Cooley opened the public comment period. There were no speakers. Mayor Cooley closed the public comment period.

**ACTION:** Motion by Budge second by Skoglund and carried by a 5:0 roll call vote; Council:

- a) Adopted Resolution No. 51-2010 Approving the Appropriations Limit for Fiscal Year 2010-11 and Making the Annual Election for Adjustment Factors;
- b) Adopted Resolution No. 52-2010 Approving the Citywide Operating Budget for the City for the Fiscal Year July 1, 2010 through June 30, 2011, substituting retention of building permit fees consistent with the Sacramento Countywide average (excluding the City of Roseville), acknowledging a potential shortfall of less \$185,000, and return for approval of modified fees on June 21, 2010;
- c) Adopted Community Redevelopment Agency Resolution No. CRA-6-2010 Approving the Operating Budget for the Agency For the Fiscal Year July 1, 2010 through June 30, 2011, and providing for the Appropriations and Expenditures of All Sums Set Forth Therein; and
- d) Adopted Resolution No. 53-2010 Approving the Five-Year Capital Improvement Plan for the Five Fiscal Years Beginning July 1, 2010 and Ending June 30, 2015.

10.1 **Subject:** Resolution Updating Construction/Building Permit Fees

**Recommendation:** Adopt Resolution No. 49-2010.

**Result of Recommended Action:** A new fee schedule for Construction Permits will be implemented 60 days after adoption of this resolution. The new fee schedule is based on the cost of processing, inspecting, and administering building permits, and will allow for an increased level of cost recovery that will help to balance the budget for 2010.

**Staff Report:** Cyrus Abhar, Public Works Department and Donna Silva, Finance Department

**ACTION:** Motion by McGarvey second by Sander and carried by a 5:0 vote; Council approved to continue the meeting past 11:00 p.m.

Mayor Cooley opened the public comment period. The following individual addressed the Council:

- Dennis Rogers spoke regarding a campaign for a new rehabilitation program relating to the construction industry that the Building Industry Association (BIA) is supporting, suggestions regarding possible reduction of fees, and clarification of certain fee increases.

Mayor Cooley closed the public comment period.

## BREAK

**AT THIS POINT:** The Council took a brief recess at 10:59 p.m. The full council reconvened at 11:23 p.m.

**FIRST ACTION:** Motion by Budge second by Cooley and carried by a 5:0 vote; Council continued Agenda Item 10.1 to June 21, 2010 and directed to staff to bring back modified fee amounts that stay at a Sacramento Countywide average (excluding the City of Roseville) for building permit fee costs as to not discourage investment and safety in the community.

**SECOND ACTION:** Motion by Budge second by Cooley and carried by a 5:0 vote; Council continued Agenda Item 10.1 to June 21, 2010.



## 11. REGULAR CALENDAR ITEMS

11.1 **Subject:** Resolution Placing Three Tax Measures on the November 2, 2010 Ballot Relating to Utility Users, Cardrooms, and Transient Occupancy

**Recommendation:** Adopt Resolution Nos. 47-2010, 44-2010, and 46-2010

**Result of Recommended Action:** Residents of the City of Rancho Cordova will have the opportunity to vote on three separate ballot measures in the November 2, 2010 General Election:

- Technical correction to the Transient Occupancy Tax (TOT) Ordinance resulting in a longer statute of limitations
- Technical corrections to the Utility Users' Tax Ordinance resulting in the protection of the tax from the threats of existing legislation and the modernization of the language to capture advances in communications technology.
- The creation of a Cardroom Gross Receipts Tax, the proceeds of which may be used for general purposes.

**Staff Report:** Donna Silva, Finance Department

Mayor Cooley opened the public comment period. There were no speakers. Mayor Cooley closed the public comment period.

**FIRST ACTION:** Motion by Budge second by Skoglund and carried by a 5:0 vote; Council continued Agenda Item 11.1 to June 21, 2010.

**AMENDED ACTION:** Motion by Budge second by Sander and carried by a 5:0 vote; Council re-opened Agenda Item 11.1 for reconsideration of recommended action.

**SECOND ACTION:** Motion by Budge second by McGarvey and carried by a 4:1 roll call vote (Sander dissenting); Council adopted Resolution Nos. 47-2010, 44-2010, and 46-2010.

11.2 **Subject:** Discussion of Proposed Police Station at 2897 Kilgore Road and 2880 Gold Tailings Drive

**Recommendation:** Council direct staff to continue the architectural design of the Kilgore building and proceed with the preparation of construction contract documents.

**Result of Recommended Action:** With City Council direction, staff will continue with moving forward with the design of the proposed police station at Kilgore Road.

**Staff Report:** Joe Chinn, City Manager's Office and Cyrus Abhar, Public Works Department

Mayor Cooley opened the public comment period. There were no speakers. Mayor Cooley closed the public comment period.

**ACTION:** Motion by McGarvey second by Skoglund and carried by a 5:0 roll call vote; Council approved staff recommendation to continue the architectural design of the Kilgore building and proceed with the preparation of construction contract documents. Staff will return for Council approval of construction contract documents in the near future.

**12. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS**

- Council Member Skoglund would like a follow-up from staff regarding the Mather Campus temporary housing
- Mayor Cooley would like a follow-up from the attorney's office regarding ordinance of used good drop-offs at unattended locations

**13. CITY MANAGER'S REPORT**

NONE

**14. ADJOURNMENT**

Mayor Cooley adjourned the regular meeting at 12:41 a.m.

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Mindy Cuppy, City Clerk



## MEMORANDUM



**DATE:** June 21, 2010  
**TO:** Honorable Mayor and Council Members  
**FROM:** Nancy Pearl, City Manager's Department  
**SUBJECT:** RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE FIRST AMENDMENT TO CONTRACT NO. 69-2009 WITH HELEN BREWER TO EXTEND THE CONTRACT PERIOD THROUGH JUNE 30, 2011

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### **RECOMMENDATION**

Adopt Resolution No. 39-2010.

### **RESULT OF RECOMMENDED ACTION**

Adoption of this resolution will allow the City Manager to execute First Contract Amendment No. 54-2010 that will extend contract through June 30, 2011.

### **BACKGROUND**

Consultant Helen Brewer has performed public relations, media relations, and special event services to the City since 2008 and is an integral part of the Communications effort. The hourly rate has remained constant throughout the contract period and the annual expenditure is approximately \$44,000. This amendment, combined with previous agreements and extensions, will exceed the City Manager's signatory limit, thus requires City Council approval.

### **ATTACHMENT**

Resolution No. 39-2010 including **(Exhibit A)** First Contract Amendment No. 54-2010.

**CITY OF RANCHO CORDOVA**

**RESOLUTION NO. 39-2010**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA  
AUTHORIZING THE CITY MANAGER TO EXECUTE A FIRST AMENDMENT CONTRACT  
NO. 54-2010 (ORIGINAL CONTRACT NO. 69-2009) WITH HELEN BREWER FOR PUBLIC  
RELATIONS SERVICES**

**WHEREAS**, Consultant Helen Brewer has performed consulting services to the City since 2008; and

**WHEREAS**, Consultant Helen Brewer assists in the execution of special events, public relations, and media relations to the Communications Department; and

**WHEREAS**, Consultant Helen Brewer has maintained constant rates since 2008 and has special knowledge of City staff and operations.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA** does hereby authorize the City Manager to execute a First Amendment Contract No. 54-2010 (**Exhibit A**) (Original Contract No. 69-2010) through June 30, 2011 with Consultant Helen Brewer for public relations consulting services.

**PASSED AND ADOPTED** by the City Council of the City of Rancho Cordova on the \_\_\_\_ day of \_\_\_\_, 2010 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Ken Cooley, Mayor

**ATTEST:**

\_\_\_\_\_  
Mindy Cuppy, City Clerk



**FIRST AMENDMENT TO THE CONSULTING SERVICES AGREEMENT  
BETWEEN THE CITY OF RANCHO CORDOVA AND HELEN BREWER**

This First Amendment to the Agreement for Consultant Services ("Amendment") is made by and between the City of Rancho Cordova ("City") and Helen Brewer ("Consultant") as of July 1, 2010. City and Consultant are hereinafter collectively referred to as the "Parties."

**RECITALS**

**WHEREAS**, the Parties entered into a Consultant Services Agreement ("CSA") dated July 1, 2009 for the purpose of providing consultation and assistance to the Communications Director in the preparation of newsletters, planning and execution of celebrations, assistance with media relations, story ideas, news releases, community outreach, brochure production, and other similar professional duties as needed; and

**WHEREAS**, this Amendment will allow continued consultation and assistance; and

**WHEREAS**, the Parties agree that changes to the term and services provided for in the CSA are necessary in order for the City to continue receiving services by Consultant.

**NOW, THEREFORE**, the Parties hereto agree as follows:

**AGREEMENT**

1. The Parties agree to modify the end date of the CSA from June 30, 2010, to June 30, 2011. The first sentence of Section 1.1 of the CSA, "Term of Service," is amended to read as follows:

"The term of this Agreement shall begin on the date first noted above and shall end on June 30, 2011, and Consultant shall complete the work described in Exhibit A prior to that date; unless the term of the Agreement is otherwise terminated or extended, as provided in Section 8."

2. Section 2 of the CSA, "Compensation," provides for the City to pay Consultant a sum not to exceed sixty thousand dollars (\$60,000). The Parties agree to amend Section 2 of the CSA in order to increase the compensation amount to pay Consultant for additional services. The first sentence of Section 2 of the CSA is amended to read as follows:

"City hereby agrees to pay Consultant a sum not to exceed eighty two thousand dollars (\$82,000), notwithstanding any contrary indication that may be contained in Consultant's proposal, for services to be performed and reimbursable costs incurred under this Agreement."

3. All other terms and conditions in the CSA shall remain in full force and effect to the extent they are not in conflict with this Amendment.

4. The signatures of the Parties to this Amendment may be executed and acknowledged on separate pages or in counterparts which, when attached to this Amendment, shall constitute one complete Amendment.

**IN WITNESS WHEREOF**, the Parties have executed this Amendment on the day and year first above written.

**CITY OF RANCHO CORDOVA**

**CONSULTANT**

\_\_\_\_\_  
**Ted A. Gaebler**, City Manager

\_\_\_\_\_  
**Helen Brewer**, Consultant

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Attest:

\_\_\_\_\_  
**Mindy Cuppy**, City Clerk

Date: \_\_\_\_\_

Approved as to Form:

\_\_\_\_\_  
**Adam Lindgren**, City Attorney

Date: \_\_\_\_\_

1208092.1



## MEMORANDUM



**DATE:** June 21, 2010

**TO:** Honorable Mayor and Council Members

**FROM:** Nancy Pearl, City Manager's Department

**SUBJECT:** RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT NO. 55-2010 WITH FUEL CREATIVE DESIGN FOR DESIGN SERVICES FOR THE CITY VIEWS NEWSLETTER

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### RECOMMENDATION

Adopt Resolution No. 40-2010.

### RESULT OF RECOMMENDED ACTION

Adoption of this resolution will allow the City Manager to execute Contract No. 55-2010 with Fuel Creative Design for a one-year period (four City View Newsletter issues) from July 1, 2010 through June 30, 2011.

### BACKGROUND

Fuel has worked closely with City staff to produce an award-winning newsletter that is attractive, easy to read, and meaningful to our community. The newsletter is a key informational piece for our residents and businesses. Annually, the newsletter design, printing and mailing services (excluding postage) averages about \$78,000 which is included in the adopted budget. Fuel has not raised their rates for three years and staff works closely with them to minimize the expense of production, printing and mailing of the newsletter. The aggregate sum of this and previous contracts exceeds the City Manager's signatory limit, thus requires City Council approval.

### ATTACHMENT

Resolution No. 40-2010 including (**Exhibit 1A**) Contract No. 55-2010.

**CITY OF RANCHO CORDOVA**

**RESOLUTION NO. 40-2010**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA  
AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT NO. 55-2010 WITH FUEL  
CREATIVE DESIGN FOR DESIGN SERVICES FOR THE CITY VIEWS NEWSLETTER**

**WHEREAS**, Fuel Creative Design has been designing the layout of the City Views newsletter since 2008; and

**WHEREAS**, City Views won an award for design and content in 2009; and

**WHEREAS**, Fuel Creative Design has not raised their rates since 2008; and

**WHEREAS**, staff works closely with Fuel Creative Design to keep expenditures to a minimum; and

**WHEREAS**, Fuel Creative Design also oversees the print and production of the City Views newsletter that is mailed to 40,000 residents and businesses.

**NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA** does hereby authorize the City Manager to execute Contract No. 55-2010 with Fuel Creative Design (**Exhibit 1A**) for the design, production, and printing of the City Views newsletter for the period of July 1, 2010 through June 30, 2011 (four quarterly City Views Newsletter issues).

**PASSED AND ADOPTED** by the City Council of the City of Rancho Cordova on the \_\_\_\_\_ day of \_\_\_\_\_, 2010 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Ken Cooley, Mayor

**ATTEST:**

\_\_\_\_\_  
Mindy Cuppy, City Clerk



CONSULTING SERVICES AGREEMENT BETWEEN  
THE CITY OF RANCHO CORDOVA AND  
FUEL CREATIVE GROUP

THIS AGREEMENT for consulting services is made by and between the City of Rancho Cordova ("City") and Fuel Creative Group ("Consultant") as of July 1, 2010

**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 date first noted above and shall end on June 30, 2011, the date of completion specified in Exhibit A, and Consultant shall complete the work described in Exhibit A prior to that date, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. 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 substantial, first-class manner and shall conform 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.
- 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 1.2 above and to satisfy Consultant's obligations hereunder.

**Section 2. COMPENSATION.** City hereby agrees to pay Consultant a sum not to exceed \$78,000, notwithstanding any contrary indications that may be contained in Consultant's proposal, 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 B, 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 original contract amount, the amount of prior billings, the total due this period, the balance available under the Agreement, and the percentage of completion;
  - 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, which shall include an estimate of the time necessary to complete the work described in Exhibit A;
  - 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 Final Payment.** City shall pay the last 10% of the total sum due pursuant to this Agreement within sixty (60) days after completion of the services and submittal to City of a final invoice, if all services required have been satisfactorily performed.
- 2.4 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.

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.

- 2.5 **Hourly Fees.** Fees for work performed by Consultant on an hourly basis shall not exceed the amounts shown on the fee schedule set forth in Exhibit B.
- 2.6 **Reimbursable Expenses.** Reimbursable expenses, if any, are set forth in Exhibit B, and shall not exceed zero dollars (\$0). Expenses not listed in Exhibit B are not chargeable to City. Reimbursable expenses are included in the total amount of compensation provided under this Agreement that shall not be exceeded.
- 2.7 **Payment of Taxes.** Consultant is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.
- 2.8 **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.
- 2.9 **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 Contract Administrator.

**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, shall procure "occurrence coverage" insurance 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. 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. In the alternative, Consultant may rely on a self-insurance program to meet those requirements, but only if the program of self-insurance complies fully with the provisions of the California Labor Code. Determination of whether a self-insurance program meets the standards of the Labor Code shall be solely in the discretion of the Contract Administrator. The insurer, if insurance is provided, or the Consultant, if a program of self-insurance is provided, 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.

An endorsement shall state that coverage shall not be canceled except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City. Consultant shall notify City within 14 days of notification from Consultant's insurer if such coverage is suspended, voided or reduced in coverage or in limits.

**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 an endorsement to the policy:

- a. 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; premises owned, occupied, or used by Consultant; and automobiles owned, leased, or used by the Consultant. The coverage shall contain no special limitations on the scope of protection afforded to City or its officers, employees, agents, or volunteers.
- b. The insurance shall cover on an occurrence or an accident basis, and not on a claims-made basis.
- c. An endorsement must state that coverage is primary insurance with respect to the City and its officers, officials, employees and volunteers, and that no insurance or self-insurance maintained by the City shall be called upon to contribute to a loss under the coverage.
- d. 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 volunteers.
- e. An endorsement shall state that coverage shall not be canceled except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City. Consultant shall notify City within 14 days of notification from Consultant's insurer if such coverage is suspended, voided or reduced in coverage or in limits.

**4.3 Professional Liability Insurance.** 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.

**4.3.1** Any deductible or self-insured retention shall not exceed \$150,000 per claim.

**4.3.2** An endorsement shall state that coverage shall not be suspended, voided, canceled by either party, reduced in coverage or in limits, except after thirty (30) days' prior written notice by certified mail, return receipt requested, has been given to the City.

**4.3.3** The following provisions shall apply if the professional liability coverages are 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 certificates of insurance and with original endorsements effecting coverage required herein. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The City reserves the right to require complete, certified copies of all required insurance policies, at any time.

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

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

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



During the period covered by this Agreement, only upon the prior express written authorization of Contract Administrator, Consultant may increase such deductibles or self-insured retentions with respect to City, its officers, employees, agents, and volunteers. The Contract Administrator may condition approval of an increase in deductible or self-insured retention 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.

**4.4.6 Notice of Reduction in Coverage.** In the event that any coverage required by this section is reduced, limited, 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 five days after Consultant is notified of the change in coverage.

**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.**

**5.1 General Requirement.** Consultant shall indemnify, defend with counsel selected by the City, 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 wholly from the negligence or willful misconduct of the City or its officers, employees, agents, or 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.

**5.2 PERS Indemnification.** 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.

**5.3 Design Professionals.** Notwithstanding Sections 5.1 and 5.2, Consultant's duties to indemnify, defend and hold harmless the City shall be limited to the extent the services provided pursuant to this Agreement are "design professional services" subject to Section 2782.8 of the California Civil Code. In accordance with Civil Code Section 2782.8, Consultant shall, to the fullest extent allowed by law, with respect to all design professional services performed in connection with this Agreement, defend with counsel acceptable to City, indemnify, and hold City, its officers, employees, agents, and volunteers, harmless from and against any and all claims that arise out of, pertain to, or relate to the negligence, recklessness, or willful misconduct of the Consultant, ("Claims"). Consultant will bear all losses, costs, damages, expense and liability of every kind, nature and description that arise out of, pertain to, or relate to such Claims, whether directly or indirectly ("Liability"). Such obligations to defend, hold harmless and indemnify the City shall not apply to the extent that such Liability is caused by the sole negligence, active negligence, or willful misconduct of the 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. Consultant shall not allow any employee to become eligible for a claim 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 and regulations applicable to the performance of the work hereunder, including but not limited to, the California Building Code, the Americans with Disabilities Act, and any copyright, patent or trademark law. Consultant's failure to comply with any law(s) or regulation(s) applicable to the performance of the work hereunder shall constitute a breach of contract.
- 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.
- 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, 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 Contract Administrator or this Agreement.

**Section 8. TERMINATION AND MODIFICATION.**

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

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

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

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

- 8.4 Assignment and Subcontracting.** City and 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 Contract Administrator. 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 Contract Administrator.

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

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



- 8.6.1 Immediately terminate the Agreement;
- 8.6.2 Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Consultant pursuant to this Agreement;
- 8.6.3 Retain a different consultant to complete the work described in Exhibit A not finished by Consultant; or
- 8.6.4 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. 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



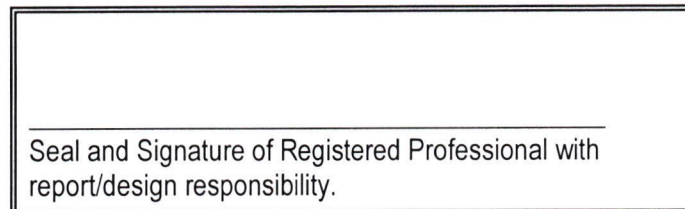
may be subject to criminal prosecution for a violation of Government Code § 1090 and, if applicable, will be disqualified from holding public office in the State of California.

- 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 Nancy Pearl ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.

- 10.10 Notices.** Any written notice to Consultant shall be sent to:  
Steve Worth, Principal  
2120 20<sup>th</sup> Street  
Sacramento, CA 95818

Any written notice to City shall be sent to:  
Nancy Pearl, Communications Director  
2729 Prospect Park Drive  
Rancho Cordova, CA 95670

- 10.11 Professional Seal.** Where applicable in the determination of the contract administrator, the first page of a technical report, first page of design specifications, and each page of construction drawings shall be stamped/sealed and signed by the licensed professional responsible for the report/design preparation. The stamp/seal shall be in a block entitled "Seal and Signature of Registered Professional with report/design responsibility," as in the following example.



- 10.12 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.
- 10.13 IRS Form W-9.** Consultant shall complete and submit Internal Revenue Service Form W-9 to the City before execution of this Agreement. The City's Finance Director shall have authority to waive this requirement.

**IN WITNESS WHEREOF**, the Parties have executed this Agreement as of the day and year first set forth above, which date shall be considered by the Parties to be the effective date of this Agreement.

CITY OF RANCHO CORDOVA

CONSULTANT

\_\_\_\_\_  
**Ted A. Gaebler, City Manager**

\_\_\_\_\_  
**Steve Worth, Principal**

Date: \_\_\_\_\_

Date: \_\_\_\_\_

Attest:

\_\_\_\_\_  
**Mindy Cuppy, City Clerk**

Date: \_\_\_\_\_

Approved as to Form:

\_\_\_\_\_  
**Adam Lindgren, City Attorney**

Date: \_\_\_\_\_



EXHIBIT A  
SCOPE OF SERVICES ATTACHED



## CITY VIEWS COST DETAIL & SERVICE SCOPE

### ISSUE DESIGN

**\$3,500**

Take copy supplied by the City and layout an 8 page issue of City Views. Process to include 3 proofs, preparation of final files for the vendor and quality control of the printing process. Final deliverables are a web ready pdf to the client and final print-ready files to the printer.

### PHOTOGRAPHY

**\$1,500**

Provide custom photography, if needed, for each issue. This cost can accommodate 2 half-day on-site shoots with natural lighting or one full day on-site shoot with natural lighting. City will be given unlimited usage rights for all photos from each shoot.

### COPYWRITING

**\$500**

Provide 5 hours of copy writing, if needed, for each issue. Could be used for proof reading, article refinement, or article generation if raw data is supplied by client.

### PRINTING

**\$8,500**

2-sided, 4 color process printing of 41,000 8-page saddle stapled newsletters. Final deliverables are copies to the mailing house for fulfillment and copies to the City as requested.

### TOTAL PER ISSUE FOR ALL SERVICES

**\$14,000**

## ADDITIONAL COSTS NOT IN OUR SCOPE

### MAILING

**\$1500**

This is the mailing and postage cost you normally see for each issue.

### MAILING LIST

**\$700**

You should expect to purchase a new mailing list at least once a year. This the typical cost of this list.



**1. Quote Terms**

Quoted prices are honored for 30 days.

**2. Time for Payment**

Sign the bottom of this page and initial the services you want to get started. All invoices are payable upon receipt, net 30 days. A 1 1/2% monthly service charge is payable on overdue balances. Upon full payment client gains license or right of copyright. Fuel Creative Group does monthly progress billing, though usually you'll see one invoice at the close of project.

**3. Expenses**

The client pays for any project-specific materials, sales tax, FedEx charges, etc. These will be included in the final invoice. Travel beyond agreed scope of project bills at \$45/hour per staff member plus current IRS rate for mileage. Air travel expense at best available rates.

**4. Changes**

Work beyond the project process and service scope quoted in this proposal is seen as additional work. We discuss your needs and get client written approval (email or hard copy) before starting work. Additional work bills at \$90/hour.

**5. Cancellation**

If client cancels this assignment, ownership of all copyrights and the original artwork are property of Fuel Creative Group. The client will be billed for work to-date (including transfer of closing files to client) plus materials in a final invoice.

**6. Default in Payment**

All legal fees associated with default in payment are the responsibility of the client.

**7. Ownership of Artwork**

Client is granted full use rights of artwork for an unlimited period of time. Fuel Creative Group retains ownership of all original artwork, whether preliminary or final, and the Client shall return such artwork within 30 days of use unless indicated otherwise here. FUEL requests the right to publish the artwork for self promotional purposes.

**8. Releases**

The client agrees to review all work for accuracy. When the client signs for final work Fuel Creative Group is indemnified against all claims and expenses, including reasonable attorney's fees.

Includes claims due to uses for which no written release was requested or for uses that exceed what is granted by applicable release.

**9. Modifications**

This agreement can only be modified in writing. The exception is that the invoice may include (and the client shall pay) fees or expenses client orally authorized in order to progress promptly with the work.

**10. Uniform Commercial Code**

The above terms incorporate Article 2 of the Uniform Commercial Code.

**11. Code of Fair Practice**

The Client and Fuel Creative Group agree to comply with the provisions of the Code of Fair Practice.

**12. Limitation of Liability**

Client agrees that it shall not hold Fuel Creative Group or his/her agents or employees liable for any incidental or consequential damages that arise from the Fuel Creative Group's failure to perform any aspect of the Project in a timely manner, regardless of whether such failure was caused by intentional or negligent acts or omissions of Fuel Creative Group or a third party.

**13. Warranty of Originality**

Fuel Creative Group warrants that the work covered by this agreement is original and has not been previously published. Work prepared by Fuel Creative Group does not contain any scandalous, libelous, or unlawful matter. This warranty does not extend to any uses the client may make of Fuel Creative Group's product that infringe on the rights of others.

**14. Dispute Resolution**

Any disputes in excess of \$5,000 arising out of this Agreement shall be submitted to binding arbitration before a mutually agreed-upon Sacramento County arbitrator pursuant to the rules of the American Arbitration Association. The Arbitrator's award shall be final, and judgment may be entered in any court having jurisdiction in the matter. The client shall pay all arbitration, court costs, reasonable attorney's fees, and legal interest on any judgment in favor of Fuel Creative Group.

IF THIS ESTIMATE MEETS WITH YOUR APPROVAL, PLEASE SIGN BELOW AND FAX BACK TO US AT 916 290.0425

APPROVED \_\_\_\_\_

DATE \_\_\_\_\_

**EXHIBIT B**

**COMPENSATION SCHEDULE**  
(Included with Scope of Services)



## MEMORANDUM



**DATE:** June 21, 2010

**TO:** Honorable Mayor and Council Members

**FROM:** Cyrus Abhar, Public Works Director  
Elizabeth Sparkman, Senior Engineer

**SUBJECT: RESOLUTIONS INITIATING PROCEEDINGS FOR THE ANNUAL LEVY AND COLLECTION OF CHARGES FOR THE TRANSIT RELATED SERVICES BENEFIT DISTRICT ZONE NO. 1**

---

### **RECOMMENDATION**

- a) Adopt Resolution No. 57-2010 Initiating Proceedings for the Annual Levy and Collection of Charges for the Transit Related Services Benefit District Zone No. 1 for Fiscal Year 2010/2011; and
- b) Adopt Resolution 58-2010 Preliminarily Approving the Engineer's Annual Levy Report and Declaring its Intention to Levy and Collect Annual Charges for the Transit Related Services Benefit District Zone No. 1 for Fiscal Year 2010/2011.

### **RESULT OF RECOMMENDED ACTION**

The recommended actions are required as part of the process to continue the annual levy and collection of charges in the Transit Related Services Benefit District Zone No. 1 to provide for a broad range of miscellaneous transportation services within the District identified in the Engineer's Report.

### **BACKGROUND**

In May 2003, the Board of Supervisors of the County of Sacramento formed Benefit Zone No. 1 of County Services Area (CSA) No. 10. The CSA was formed to collect annual charges for extended transportation-related services within Benefit Zone No. 1 for the Villages of Zinfandel.

CSA No. 10, Benefit Zone No. 1 is located within the City limits. Upon the City's incorporation, procedures to detach the district from the County were initiated. On February 15, 2008, Sacramento Local Agency Formation Commission (LAFCO) issued a Certificate of Completion to the City for the detachment from the County Service Area No. 10 formally detaching the district from the County and transfer responsibility to serve the CSA to the City.

On August 4, 2008, the City re-designated the name of County Services Area No. 10 Benefit Zone No. 1 to "**Transit Related Services Benefit District, Zone No. 1**" (hereafter referred to as the "Transit Benefit Zone No. 1" or the "District").

The purpose of the District is to provide an ongoing financial mechanism to fund a broad range of transportation services intended to benefit property within Zone 1. Services include transit shuttle services, transportation planning, educational programs at Navigator Elementary School, a Guaranteed Ride Home Program, and infrastructure support.

The City of Rancho Cordova and Sacramento Regional Transit commenced a joint planning effort on June 9, 2008 to identify the operational characteristics of a pilot neighborhood shuttle service. The planning effort will be carried out in two phases: 1) the first phase resulted in the implementation of a demonstration route (called the "Rancho CordoVan") on June 15, 2009; and 2) the second phase is currently underway and has the goal of securing funding for the service from the business community so that the service will survive after the initial 3-year demonstration period. A primary benefit of the demonstration shuttle service is mitigating the difficult pedestrian access over the Zinfandel/Highway 50 Interchange and providing better connectivity with Regional Transit's light rail system.

The primary funding source for the planning effort and the pilot shuttle service is a grant from the federal Congestion Mitigation and Air Quality ("CMAQ") program. The overall grant of \$900,000 provides funding of \$300,000 for each of three years. It is this CMAQ funding that covers the major portion of operating costs of the shuttle service during the three demonstration years, with supplemental funding from Transit Zone 1 proportional to directly related services in that zone.

To continue to provide the same level of service after the final year of the CMAQ grant (FY 2011/12), a new revenue source must be acquired, since the funds collected from Transit Zone No. 1 are only enough to cover a portion of the shuttle operations costs.

State law requires that the City Council direct an Engineer's Report to be prepared each year and to hold a public hearing on the report and the levy of the annual assessment. Resolution No. 57-2010 (**Attachment 1**), directs Willdan Financial Services to prepare and file the Engineer's Report.

In anticipation of this resolution, the Engineer's Report has been prepared and is on file with the City Clerk. The Engineer's Report (**Exhibit A**), describes the boundaries of each Zone, a description and cost estimates of the services to be provided, the method and apportionment of charges, a budget for each zone, a description of the property to be benefited, and the amount of the assessment to each individual property.

The proposed levy for Fiscal Year 2010-2011 is shown in Table 1:

**Table 1**

**Transit Zone No. 1**

| <b>Developed Land Use</b>       | <b>Parcels Levied</b> | <b>Developed Residential Units</b> | <b>Equivalent Dwelling Units</b> | <b>Applied Charge Per EDU</b> | <b>FY 2010/11 Charge</b> |
|---------------------------------|-----------------------|------------------------------------|----------------------------------|-------------------------------|--------------------------|
| Low Density Cluster Residential | 196                   | 196                                | 196                              | \$57.36                       | \$ 11,242.56             |
| Low Density Residential         | 1,298                 | 1,298                              | 1,298                            | \$57.36                       | \$ 74,453.28             |
| Business Park                   | 2                     |                                    | 39.53                            | \$57.37                       | \$ 2,267.98              |
| <b>TOTAL LEVY</b>               |                       |                                    |                                  |                               | <b>\$87,963.82</b>       |



In order to proceed with the levy of charges, it is appropriate for the Council to adopt Resolution No. 57-2010 (**Attachment 1**), which initiates the proceedings for the District calling for the preparation of an Engineer's Report, and Resolution No. 58-2010, (**Attachment 2**), which approves the Engineer's Report and declares the Council's intention to levy assessments for Fiscal Year 2010-2011. It also sets July 19, 2010, at 5:30 pm or as soon thereafter as possible, as the date and time for a public hearing on the issue of the levy of Fiscal Year 2010-2011 charges. Notice of the public hearing will be given by publication.

#### **ATTACHMENTS**

1. Resolution 57-2010
2. Resolution 58-2010 including Engineer's Report (**Exhibit A**)

## RESOLUTION NO. 57-2010

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA  
INITIATING PROCEEDINGS FOR THE ANNUAL LEVY AND COLLECTION OF CHARGES  
FOR CERTAIN MISCELLANEOUS EXTENDED SERVICES WITHIN TRANSIT  
RELATED SERVICES BENEFIT DISTRICT, ZONE NO. 1 (FORMERLY COUNTY OF  
SACRAMENTO, COUNTY SERVICE AREA NO. 10, BENEFIT ZONE NO. 1)  
FOR FISCAL YEAR 2010/11**

The City Council of the City of Rancho Cordova, California (hereafter referred to as the "City Council") does resolve as follows:

**WHEREAS**, on May 21, 2003, the Board of Supervisors of the County of Sacramento, (the "Board"), pursuant to Title 3, Division 2, Part 2, Chapter 2.2 of the Government Code ("County Service Area Law"), through Resolution No. 2003-0549, ordered the formation of Benefit Zone No. 1 of County Service Area No. 10 ("CSA 10 Benefit Zone 1") during concurrent proceedings to form County Service Area No. 10; on July 16, 2003, the Board adopted Resolution No. 2003-0854, approving the Written Report ("the Formation Report"), ordering the collection of annual charges, commencing with Fiscal Year 2003/04; and, on July 20, 2004, the Board adopted Ordinance No. 1522 (the "Ordinance") providing a procedure for collection of service charges for extended transportation-related services (the "Services") within CSA 10 Benefit Zone 1; and

**WHEREAS**, on July 1, 2003, the City of Rancho Cordova (the "City") was incorporated, resulting in all of the territory within CSA 10 Benefit Zone No. 1 to be located within the new City limits; and

**WHEREAS**, on February 15, 2008, pursuant to Government Code section 56886 (m) (t), upon the recordation of the Certificate of Completion issued by the Sacramento Local Agency Formation Commission (LAFCO) for the detachment of a portion of CSA 10 to the City, subject to the conditions within LAFCO Resolution 1342, the County's authority to continue the annual charges of CSA 10 Benefit Zone 1 was transferred to the City; and

**WHEREAS**, on August 4, 2008, the City re-designated the name of CSA 10 Benefit Zone 1 to the "Transit Related Services Benefit District, Zone No. 1" (hereafter referred to as the "Transit Benefit Zone No. 1" or the "District"); and

**WHEREAS**, Government Code section 25210.77a and the Ordinance require that the governing jurisdiction cause to be prepared annually, a Written Report (hereinafter referred to as the Engineer's Report (Report) containing a description of each parcel of real property receiving a service and the amount of the charge for each parcel, and the Services provided; and

**WHEREAS**, the City Council has retained Willdan Financial Services as the Engineer of Work, for the purpose of assisting with the annual levy of the District, and to prepare and file the Engineer's Report with the City Clerk.

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, THE LEGISLATIVE BODY FOR SAID DISTRICT, AS FOLLOWS:**

**Section 1:** The above recitals are all true and correct.



## ATTACHMENT 1

**Section 2:** The City Council hereby orders Willdan Financial Services to prepare the Engineer's Report concerning the Fiscal Year 2010/11 levy of charges for the District.

**Section 3:** The Engineer's Report so ordered shall provide a description of each parcel of real property receiving a service and the amount of the Fiscal Year 2010/11 charge for each parcel and the Services provided, pursuant to Government Code section 25210.77a.

**PASSED AND ADOPTED** by the City Council of the City of Rancho Cordova on the \_\_\_\_\_ day of \_\_\_\_\_, 2010 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Ken Cooley, Mayor

**ATTEST:**

\_\_\_\_\_  
Mindy Cuppy, City Clerk

## RESOLUTION NO. 58-2010

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA PRELIMINARILY APPROVING THE WRITTEN REPORT, DECLARING ITS INTENTION TO LEVY THE ANNUAL CHARGES FOR FISCAL YEAR 2010/11 FOR THE TRANSIT RELATED SERVICES BENEFIT DISTRICT, ZONE NO. 1 (FORMERLY COUNTY OF SACRAMENTO, COUNTY SERVICE AREA NO. 10, BENEFIT ZONE NO. 1), AND APPOINTING A TIME AND PLACE FOR THE PUBLIC HEARING ON THESE MATTERS**

The City Council of the City of Rancho Cordova, California (hereafter referred to as the "City Council") does resolve as follows:

**WHEREAS**, on May 21, 2003, the Board of Supervisors of the County of Sacramento, (the "Board"), pursuant to Title 3, Division 2, Part 2, Chapter 2.2 of the Government Code ("County Service Area Law"), through Resolution No. 2003-0549, ordered the formation of Benefit Zone No. 1 of County Service Area No. 10 ("CSA No. 10 Benefit Zone 1") during concurrent proceedings to form County Service Area No. 10; on July 16, 2003, the Board adopted Resolution No. 2003-0854 ordering the collection of annual charges, commencing with Fiscal Year 2003/04; and, on July 20, 2004, the Board adopted Ordinance No. 1522 (the "Ordinance") providing a procedure for collection of service charges for extended transportation-related services (the "Services") within CSA 10 Benefit Zone 1; and

**WHEREAS**, on July 1, 2003, the City of Rancho Cordova (the "City") was incorporated, resulting in all of the territory within CSA No. 10 Benefit Zone No. 1 to be located within the new City limits; and

**WHEREAS**, on February 15, 2008, pursuant to Government Code section 56886 (m) (t), upon the recordation of the Certificate of Completion issued by the Sacramento Local Agency Formation Commission (LAFCO) for the detachment of a portion of CSA No. 10 to the City, subject to the conditions within LAFCO Resolution 1342, the County's authority to continue the annual charges of CSA No. 10 Benefit Zone 1 was transferred to the City; and

**WHEREAS**, on August 4, 2008, the City redesignated the name of CSA No. 10 Benefit Zone 1 to the "Transit Related Services Benefit District, Zone No. 1" (hereafter referred to as the "Transit Benefit Zone No. 1" or the "District"); and

**WHEREAS**, Government Code section 25210.77a and the Ordinance require that the governing jurisdiction cause to be prepared annually, a Written Report (hereinafter referred to as the Engineer's Report (Report) containing a description of each parcel of real property receiving a service and the amount of the charge for each parcel, and the Services provided; and

**WHEREAS**, the City Council has, by previous Resolution ordered the preparation of an Engineer's Report (hereafter referred to as the "Report") regarding the District and charges for Fiscal Year 2009/10, pursuant to Government Code section 25210.77a; and

**WHEREAS**, the Engineer selected by the City Council has prepared and filed with the City Clerk said Report (**Exhibit A**) in connection with the District and the levy of Charges for Fiscal Year 2010/11 (Beginning July 1, 2010 and ending June 30, 2011); and



**WHEREAS**, this City Council has carefully examined and reviewed the Engineer's Report as presented and, the City Council may approve the Report, as filed, or it may modify the Report in any particular and approve it as modified.

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, THE LEGISLATIVE BODY FOR SAID DISTRICT, AS FOLLOWS:**

**Section 1:** The above recitals are all true and correct.

**Section 2:** The Report as presented, consists of the following:

- a. A description of the District.
- b. A description of the District Boundaries.
- c. The Services to be provided by the District.
- d. The proposed Annual Budget for the fiscal year (Costs and Expenses).
- e. The Method of Apportionment of the District that details the method of calculating each parcel's annual charge.
- f. The Formula for Inflating the Annual Maximum Charge of the District parcels.
- g. A description of each parcel of real property receiving a Service
- h. The Charge Roll containing the proposed Charge for each Assessor Parcel Number within the District for Fiscal Year 2010/11.

**Section 3:** The proposed charges as outlined in the Report are in compliance with County Service Area Law and the provisions of California Constitution Article XIID.

**Section 4:** The Report is hereby approved on a preliminary basis, as presented or modified, and ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

**Section 5:** The City Clerk is hereby directed to enter on the minutes of the City Council any and all modifications to the Report determined and approved by the City Council, and all such changes and/or modifications by reference are incorporated into the Report.

**Section 6:** The City Council hereby declares its intention to seek the annual levy of the District charges pursuant to County Service Area Law, over and including the land within the District boundaries for Fiscal Year 2010/11.

**Section 7:** The boundaries of the District are described in the Formation Report and include the parcels within the District at the time of the Resolution of Intention as identified on the Sacramento County Assessor's Secured Roll and the Assessor's Parcel Maps.

**Section 8:** The proposed charges for Fiscal Year 2010/11 do not exceed the maximum charge approved through the property owner protest proceedings upon formation of the District.

**Section 9:** The City Council hereby declares its intention to conduct a public hearing concerning the levy of charges for the District. The City Clerk shall give notice of the time and place of the Public Hearing by causing the publishing such notice once a week for two successive weeks, and in accordance with Gov Code Section 6066, before the date of the hearing, and by posting a copy of this Resolution on the official bulletin board customarily used by the City Council for the posting of notices.

**Section 10:** Notice is hereby given that a Public Hearing on these matters will be held by the City Council on Monday, July 19, 2010 at 5:30 pm, or as soon thereafter as feasible, in the City Hall Council Chambers, City Hall, located at 2729 Prospect Park Drive, Rancho Cordova, California.

**PASSED AND ADOPTED** by the City Council of the City of Rancho Cordova on the \_\_\_\_\_ day of \_\_\_\_\_, 2010 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Ken Cooley, Mayor

**ATTEST:**

\_\_\_\_\_  
Mindy Cuppy, City Clerk



Exhibit A

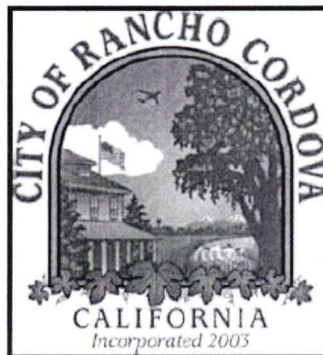
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for review ~~purpose~~  
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# CITY OF RANCHO CORDOVA

## ENGINEER'S ANNUAL LEVY REPORT

TRANSIT RELATED SERVICES BENEFIT DISTRICT, ZONE NO. 1  
(FORMERLY COUNTY SERVICE AREA NO. 10, BENEFIT ZONE NO. 1)

**FISCAL YEAR 2010/11**



Wheew!  
did not  
really want  
to read  
this :)

Intent Meeting: June 21, 2010  
Public Hearing: July 19, 2010



| Corporate Office:          |  | Office Locations: |             |
|----------------------------|--|-------------------|-------------|
| 27368 Via Industria        |  | Oakland, CA       | Phoenix, AZ |
| Suite 110                  |  | Sacramento, CA    | Orlando, FL |
| Temecula, CA 92590         |  |                   |             |
| Tel: (951) 587-3500        |  |                   |             |
| Tel: (800) 755-MUNI (6864) |  |                   |             |
| Fax: (951) 587-3510        |  |                   |             |
| www.willdan.com            |  |                   |             |

## MEMORANDUM



**DATE:** June 21, 2010

**TO:** Honorable Mayor and Council Members

**FROM:** Cyrus Abhar, Public Works Director  
Elizabeth Sparkman, Senior Engineer

**SUBJECT:** RESOLUTIONS INITIATING PROCEEDINGS FOR THE ANNUAL LEVY AND COLLECTION OF CHARGES FOR THE TRANSIT RELATED SERVICES BENEFIT DISTRICT ZONE NO. 2

---

### RECOMMENDATION

- a) Adopt Resolution No. 59-2010 Initiating Proceedings for the Annual Levy and Collection of Charges for the Transit Related Services Benefit District Zone No. 2 for Fiscal Year 2010/2011; and
- b) Adopt Resolution 60-2010 Preliminarily Approving the Engineer's Annual Levy Report and Declaring its Intention to Levy and Collect Annual Charges for the Transit Related Services Benefit District Zone No. 2 for Fiscal Year 2010/2011.

### RESULT OF RECOMMENDED ACTION

The recommended actions are required as part of the process to continue the annual levy and collection of charges in the District to provide for a broad range of miscellaneous transportation services within the District identified in the Engineer's Report.

### BACKGROUND

In January 2004, the Board of Supervisors of the County of Sacramento formed Benefit Zone No. 2 of County Services Area (CSA) No. 10. The CSA was formed to collect annual charges for extended transportation-related services within Benefit Zone No. 2 for the Sunridge Specific Plan Area.

CSA No. 10, Benefit Zone No. 2, is located within the City limits. Upon the City's incorporation, procedures to detach the district from the County were initiated. On February 15, 2008, Sacramento Local Agency Formation Commission (LAFCO) issued a Certificate of Completion to the City for the detachment from the County Service Area No. 10 formally detaching the district from the County and transferring of services responsibility and funding of the CSA to the City.

On August 4, 2008, the City re-designated the name of County Services Area No. 10 Benefit Zone No. 2 to "Transit Related Services Benefit District, Zone No. 2" (hereafter referred to as the "Transit Benefit Zone No. 2" or the "District").



The purpose of the District is to provide an ongoing financial mechanism to fund a broad range of miscellaneous transportation services intended to benefit the property within the Zone.

The City of Rancho Cordova and Sacramento Regional Transit commenced a joint planning effort on June 9, 2008 to identify the operational characteristics of a pilot neighborhood shuttle service. The planning effort will be carried out in two phases: 1) the first phase resulted in the implementation of a demonstration route (called the "Rancho CordoVan") on June 15, 2009; and 2) the second phase is currently underway and has the goal of securing funding for the service from the business community so that the service will survive after the initial 3-year demonstration period. A primary benefit of the demonstration shuttle service is mitigating the difficult pedestrian access over the Zinfandel/Highway 50 Interchange and providing better connectivity with Regional Transit's light rail system. The Rancho CordoVan demonstration shuttle is currently limited to the area between the Cordova Town Center Light Rail Station and the businesses and residents just south of Highway 50, along Zinfandel Boulevard. No funds from Benefit Zone 2 are being used to operate this shuttle.

The primary funding source for the planning effort and the pilot shuttle service is a grant from the federal Congestion Mitigation and Air Quality ("CMAQ") program. The overall grant of \$900,000 provides funding of \$300,000 for each of three years. It is this CMAQ funding that covers the major portion of operating costs of the shuttle service during the three demonstration years, with supplemental funding from other transit zones proportional to directly related services in each zone.

To continue to provide the same level of service after the final year of the CMAQ grant (FY 2011/12), a new revenue source must be acquired, since the funds collected from other benefit zones are only enough to cover a portion of the shuttle operations costs.

Benefit Zone 2 will be included in the City's future transit planning efforts. Shuttle service will be examined as part of a future planning effort that will include demand estimates and travel patterns. Unused funds (as much as 80%) of the FY 2010/11 levy will be retained in reserves to build up funds for the future shuttle implementation, operation, and related infrastructure (bus shelters, bus stop signs, etc). Services being provided to the area in FY 2010/11, services in Zone 2 include educational programs at Sunrise Elementary School, a Guaranteed Ride Home Program, and transit subsidies.

State law requires that the City Council direct an Engineer's Report to be prepared each year and to hold a public hearing on the report and the levy of the annual assessment. Resolution No. 59-2010 (**Attachment 1**), directs Willdan Financial Services to prepare and file the Engineer's Report.

In anticipation of this resolution, the Engineer's Report has been prepared and is on file with the City Clerk. The **Engineer's Report (Exhibit A)**, describes the boundaries of each Zone, a description and cost estimates of the services to be provided, the method and apportionment of charges, a budget for each Zone, a description of the property to be benefited, and the amount of the assessment to each individual property.

The proposed levy for Fiscal Year 2010-2011 is shown in Table 1 on the next page.

**Table 1 - Transit Zone No. 2**

| <b>Developed Land Use</b>  | <b>Parcels Levied</b> | <b>Developed Residential Units</b> | <b>Equivalent Dwelling Units</b> | <b>Applied Charge Per EDU</b> | <b>FY 2010/11 Charge</b> |
|----------------------------|-----------------------|------------------------------------|----------------------------------|-------------------------------|--------------------------|
| Low Density Residential    | 3,397                 | 3,397                              | 3,397                            | \$89.10                       | \$302,672.70             |
| Medium Density Residential | 999                   | 999                                | 799.2                            | \$89.10                       | \$ 71,208.72             |
| Mixed Commercial           | 1                     |                                    | 95.65                            | \$89.10                       | \$ 8,523.54              |
| Retail                     | 1                     |                                    | 61.02                            | \$ 89.10                      | \$ 5,437.68              |
| <b>TOTAL LEVY</b>          |                       |                                    |                                  |                               | <b>\$387,842.64</b>      |

In order to proceed with the levy of charges, it is appropriate for the Council to adopt Resolution No. 59-2010 (**Attachment 1**), which initiates the proceedings for the District calling for the preparation of an Engineer's Report, and Resolution No. 60-2010 (**Attachment 2**), which approves the Engineer's Report and declares the Council's intention to levy assessments for Fiscal Year 2010-2011. It also sets July 19, 2010, at 5:30 pm or as soon thereafter as possible, as the date and time for a public hearing on the issue of the levy of Fiscal Year 2010-2011 charges. Notice of the public hearing will be given by publication.

**ATTACHMENTS**

1. Resolution 59-2010
2. Resolution 60-2010 including Engineer's Report (**Exhibit A**)



RESOLUTION NO. 59-2010

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA  
INITIATING PROCEEDINGS FOR THE ANNUAL LEVY AND COLLECTION  
OF CHARGES FOR CERTAIN MISCELLANEOUS EXTENDED SERVICES WITHIN TRANSIT  
RELATED SERVICES BENEFIT DISTRICT, ZONE NO. 2 (FORMERLY COUNTY OF  
SACRAMENTO, COUNTY SERVICE AREA NO. 10, BENEFIT ZONE NO. 2)  
FOR FISCAL YEAR 2010/11**

The City Council of the City of Rancho Cordova, California (hereafter referred to as the "City Council") does resolve as follows:

**WHEREAS**, on July 1, 2003, the City of Rancho Cordova (the "City") was incorporated, resulting in the area known as the Sunridge Specific Plan to be located within the City boundaries; and

**WHEREAS**, on January 11, 2005, the Board of Supervisors of the County of Sacramento (the "Board"), in coordination with the City, pursuant to Title 3, Division 2, Part 2, Chapter 2.2 of the Government Code ("County Service Area Law"), through Resolution No. 2005-0061, ordered the formation of Benefit Zone No. 2 of County Service Area No. 10 ("CSA 10 Benefit Zone 2"); on March 15, 2005, the Board adopted Resolution No. 2005-0298, approving the Written Report ("the Formation Report"), ordering the collection of annual charges, commencing with Fiscal Year 2005/06; and, on June 20, 2006, the Board adopted Ordinance No. 1539 (the "Ordinance") providing a procedure for collection of service charges for extended transportation-related services (the "Services") within CSA 10 Benefit Zone 2; and

**WHEREAS**, on February 15, 2008, pursuant to Government Code section 56886 (m) (t), upon the recordation of the Certificate of Completion issued by the Sacramento Local Agency Formation Commission ("LAFCO") for the detachment of portions of CSA 10 to the City, subject to the conditions within LAFCO Resolution 1342, the County's authority to continue the annual charges of CSA 10 Benefit Zone 2 was transferred to the City; and

**WHEREAS**, on August 4, 2008, the City redesignated the name of CSA 10 Benefit Zone 2 to the "Transit Related Services Benefit District, Zone No. 2" (hereafter referred to as the "Transit Benefit Zone No. 2" or the "District"); and

**WHEREAS**, Government Code section 25210.77a and the Ordinance require that the governing jurisdiction cause to be prepared annually, a Written Report (hereinafter referred to as the "Engineer's Report" or "Report") containing a description of each parcel of real property receiving a service and the amount of the charge for each parcel, and the Services provided; and

**WHEREAS**, the City Council has retained Willdan Financial Services as the Engineer of Work, for the purpose of assisting with the annual levy of the District, and to prepare and file the Engineer's Report with the City Clerk.

NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, THE LEGISLATIVE BODY FOR SAID DISTRICT, AS FOLLOWS:

**Section 1:** The above recitals are all true and correct.

**Section 2:** The City Council hereby orders Willdan Financial Services to prepare the Engineer's Report concerning the Fiscal Year 2010/11 levy of charges for the District.

**Section 3:** The Engineer's Report so ordered, shall provide a description of each parcel of real property receiving a service and the amount of the Fiscal Year 2010/11 charge for each parcel, and the Services provided, pursuant to Government Code section 25210.77a.

**PASSED AND ADOPTED** by the City Council of the City of Rancho Cordova on the \_\_\_\_\_ day of \_\_\_\_\_, 2010 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Ken Cooley, Mayor

**ATTEST:**

\_\_\_\_\_  
Mindy Cuppy, City Clerk



RESOLUTION NO. 60-2010

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA PRELIMINARILY APPROVING THE WRITTEN REPORT, DECLARING ITS INTENTION TO LEVY THE ANNUAL CHARGES FOR FISCAL YEAR 2010/11 FOR THE TRANSIT RELATED SERVICES BENEFIT DISTRICT, ZONE NO. 2 (FORMERLY COUNTY OF SACRAMENTO, COUNTY SERVICE AREA NO. 10, BENEFIT ZONE NO. 2), AND APPOINTING A TIME AND PLACE FOR THE PUBLIC HEARING ON THESE MATTERS**

The City Council of the City of Rancho Cordova, California (hereafter referred to as the "City Council") does resolve as follows:

**WHEREAS**, on July 1, 2003, the City of Rancho Cordova (the "City") was incorporated, resulting in the area known as the Sunridge Specific Plan to be located within the City boundaries; and

**WHEREAS**, on January 11, 2005, the Board of Supervisors of the County of Sacramento (the "Board"), in coordination with the City, pursuant to Title 3, Division 2, Part 2, Chapter 2.2 of the Government Code ("County Service Area Law"), through Resolution No. 2005-0061, ordered the formation of Benefit Zone No. 2 of County Service Area No. 10 ("CSA 10 Benefit Zone 2"); on March 15, 2005, the Board adopted Resolution No. 2005-0298, approving the Written Report (the "Formation Report"), ordering the collection of annual charges, commencing with Fiscal Year 2005/06; and, on June 20, 2006, the Board adopted Ordinance No. 1539 (the "Ordinance") providing a procedure for collection of service charges for extended transportation-related services (the "Services") within CSA 10 Benefit Zone 2; and

**WHEREAS**, on February 15, 2008, pursuant to Government Code section 56886 (m) (t), upon the recordation of the Certificate of Completion issued by the Sacramento Local Agency Formation Commission ("LAFCO") for the detachment of portions of CSA 10 to the City, subject to the conditions within LAFCO Resolution 1342, the County's authority to continue the annual charges of CSA 10 Benefit Zone 2 was transferred to the City; and

**WHEREAS**, on August 4, 2008, the City re-designated the name of CSA 10 Benefit Zone 2 to the "Transit Related Services Benefit District, Zone No. 2" (hereafter referred to as the "Transit Benefit Zone No. 2" or the "District"); and

**WHEREAS**, Government Code section 25210.77a and the Ordinance require that the governing jurisdiction cause to be prepared annually, a Written Report (hereinafter referred to as the "Engineer's Report" or "Report") containing a description of each parcel of real property receiving a service and the amount of the charge for each parcel, and the Services provided; and

**WHEREAS**, the City Council has, by previous Resolution ordered the preparation of an Engineer's Report (hereafter referred to as the "Report") regarding the District and charges for Fiscal Year 2010/11, pursuant to Government Code section 25210.77a; and

**WHEREAS**, the Engineer selected by the City Council has prepared and filed with the City Clerk said Report (**see Exhibit A**) in connection with the District and the levy of Charges for Fiscal Year 2010/11 (Beginning July 1, 2010 and ending June 30, 2011); and

**WHEREAS**, this City Council has carefully examined and reviewed the Engineer's Report as presented and, the City Council may approve the Report, as filed, or it may modify the Report in any particular and approve it as modified.

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, THE LEGISLATIVE BODY FOR SAID DISTRICT, AS FOLLOWS:**

**Section 1:** The above recitals are all true and correct.

**Section 2:** The Report as presented, consists of the following:

- a. A description of the District.
- b. A description of the District Boundaries.
- c. The Services to be provided by the District.
- d. The proposed Annual Budget for the fiscal year (Costs and Expenses).
- e. The Method of Apportionment of the District that details the method of calculating each parcel's annual charge.
- f. The Formula for Inflating the Annual Maximum Charge of the District parcels.
- g. A description of each parcel of real property receiving a Service
- h. The Charge Roll containing the proposed Charge for each Assessor Parcel Number within the District for Fiscal Year 2010/11.

**Section 3:** The proposed charges as outlined in the Report are in compliance with County Service Area Law and the provisions of California Constitution Article XIID.

**Section 4:** The Report is hereby approved on a preliminary basis, as presented or modified, and ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

**Section 5:** The City Clerk is hereby directed to enter on the minutes of the City Council any and all modifications to the Report determined and approved by the City Council, and all such changes and/or modifications by reference are incorporated into the Report.

**Section 6:** The City Council hereby declares its intention to seek the annual levy of the District charges pursuant to County Service Area Law, over and including the land within the District boundaries for Fiscal Year 2010/11.

**Section 7:** The boundaries of the District are described in the Formation Report and include the parcels within the District at the time of the Resolution of Intention as identified on the Sacramento County Assessor's Secured Roll and the Assessor's Parcel Maps.

**Section 8:** The proposed charges for Fiscal Year 2010/11 do not exceed the maximum charge approved through the property owner protest proceedings upon formation of the District.



**Section 9:** The City Council hereby declares its intention to conduct a public hearing concerning the levy of charges for the District. The City Clerk shall give notice of the time and place of the Public Hearing by causing the publishing such notice once a week for two successive weeks, and in accordance with Gov Code Section 6066, before the date of the hearing, and by posting a copy of this Resolution on the official bulletin board customarily used by the City Council for the posting of notices.

**Section 10:** Notice is hereby given that a Public Hearing on these matters will be held by the City Council on Monday, July 19, 2010 at 5:30 pm, or as soon thereafter as feasible, in the City Hall Council Chambers, City Hall, located at 2729 Prospect Park Drive, Rancho Cordova, California.

**PASSED AND ADOPTED** by the City Council of the City of Rancho Cordova on the \_\_\_\_\_ day of \_\_\_\_\_, 2010 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

Ken Cooley, Mayor

**ATTEST:**

---

Mindy Cuppy, City Clerk

*Only printed page 1 of 157  
for review purposes  
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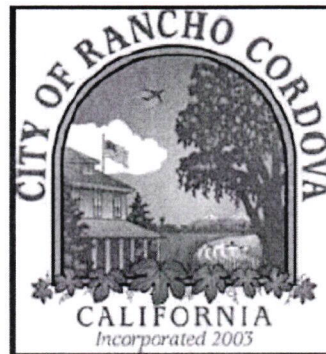
Exhibit A

# CITY OF RANCHO CORDOVA

## ENGINEER'S ANNUAL LEVY REPORT

TRANSIT RELATED SERVICES BENEFIT DISTRICT, ZONE NO. 2  
(FORMERLY COUNTY SERVICE AREA NO. 10, BENEFIT ZONE NO. 2)

**FISCAL YEAR 2010/11**



Intent Meeting: June 21, 2010  
Public Hearing: July 19, 2010



| Corporate Office:                                    |  | Office Locations: |             |
|------------------------------------------------------|--|-------------------|-------------|
| 27368 Via Industria                                  |  | Oakland, CA       | Phoenix, AZ |
| Suite 110                                            |  | Sacramento, CA    | Orlando, FL |
| Temecula, CA 92590                                   |  |                   |             |
| Tel: (951) 587-3500                                  |  |                   |             |
| Tel: (800) 755-MUNI (6864)                           |  |                   |             |
| Fax: (951) 587-3510                                  |  |                   |             |
| <a href="http://www.willdan.com">www.willdan.com</a> |  |                   |             |



## MEMORANDUM



**DATE:** June 21, 2010

**TO:** Honorable Mayor and Council Members

**FROM:** Cyrus Abhar, Public Works Director  
Elizabeth Sparkman, Senior Engineer

**SUBJECT: RESOLUTIONS INITIATING PROCEEDINGS FOR THE ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR LANDSCAPING AND LIGHTING DISTRICT NO. 2005-1**

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### RECOMMENDATION

- a) Adopt Resolution No. 61-2010 Initiating Proceedings for the Annual Levy and Collection of Assessments for the Landscaping and Lighting District 2005-1 for Fiscal Year 2010/2011; and
- b) Adopt Resolution No. 62-2010 Preliminarily Approving the Engineer's Annual Levy Report and Declaring its Intention to Levy and Collect Annual Assessments for the Landscaping and Lighting District No. 2005-1 for Fiscal Year 2010/2011.

### RESULT OF RECOMMENDED ACTION

The recommended actions are required as part of the process to continue the annual levy and collection of assessments in the District in the same amounts as charged in previous years. There are no new impacts to existing or new residents.

### BACKGROUND

The Landscaping and Lighting District No. 2005-1 (LLD 2005-1) was formed in June 2005 by the City Council to continue a financial mechanism to provide landscape maintenance services previously funded since 1994 in Zone 4 and Zone 5 of the Sacramento County Landscape Maintenance District (SLMD). The assessments authorized under LLC 2005-1 are in the same amounts as those previously authorized in Zones 4 and 5 of the County's District.

State law requires the City Council direct an Engineer's Report to be prepared each year and to hold a public hearing on the report and the levy of the annual assessment. Resolution No. 61-2010 (**Attachment 1**), directs Willdan Financial Services to prepare and file the Engineer's Report.

In anticipation of this resolution, the Engineer's Report has been prepared and is on file with the City Clerk. The Engineer's Report (**Exhibit A**), includes a diagram of the assessment area, a description of the maintenance services to be provided, a description of the property to be benefited, and the amount of the assessment to each individual property. The services performed within and funded by LLD 2005-1 include ongoing maintenance, operation and servicing of landscaping and streetscape within the right-of-ways and other public areas within the District at the locations described in the Engineer's Report.

The proposed Fiscal Year 2010-2011 assessment rates per Zone are in the same amounts as previously levied by the County since 1994 and by the City in Fiscal Year 2009-2010, as follows:

- Zone 1 of the District is comprised of parcels that were previously part of the SLMD Zone 4. The ninety-seven (97) residential parcels in the Ellenwood subdivision shall be assessed on per Parcel basis at the pre-existing rate of \$42.50 per parcel.
- Zone 2 of the District is comprised of parcels that were previously part of SLMD Unit No. 1 and No. 2. The one hundred fifty-four (154) residential parcels shall be assessed on an acreage basis at the pre-existing rate of \$30.48 per acre for the median landscape and parkway landscape improvements associated with these parcels.
- Zone 3 of the District is comprised of eighteen (18) parcels that were previously part of the SLMD Zone 5. These parcels are assessed on an acreage basis at the pre-existing rate of \$30.48 per acre for the median landscape improvements within the District.
- Zone 4A is comprised of seven hundred twenty-three (723) parcels which are a part of the development known as Capital Village. Zone 4A was created to account for overlapping boundaries with a Landscape Maintenance CFD (LMCFD) formed by the City. The CFD will provide supplemental funding for landscape improvements within and adjacent to the development, including some median landscaping identified herein. The six hundred sixty-four (664) parcels within Zone 4A will continue to be assessed up to \$30.48 per gross acre. Any supplemental funds generated by LMCFD that will be used to finance the median landscape improvements that benefit Zone 4A shall be transferred by the CFD to the District as a contribution to Zone 4A.

The Fiscal Year 2010-2011 total assessment is estimated at \$82,890.70. The District has an established Operating Reserve which provides funding for the operations and maintenance of the District, as well as providing financing for emergency expenditures. A second reserve fund finances special projects such as a central irrigation system, re-vegetation projects, and other rehabilitation projects or replacements of District improvements.

In July 2006, the County transferred funds previously collected in the County's Zone 4 and 5 to the City, which was deposited to the LLD 2005-1. The City had previously deemed that these transferred funds are to be used exclusively by the District and shall be considered as undesignated reserves within the Zones of the District. Funds from the undesignated reserve can be used to fund costs of any zone(s) that are unable to be funded by the annual assessments.

In order to proceed with the levy of assessments after consideration and approval of the Engineer's Report, it is appropriate for the Council to adopt Resolution No. 62-2010 (**Attachment 2**), which declares the Council's intention to levy assessments for Fiscal Year 2010-2011. It also sets July 19, 2010 at 5:30 pm or soon thereafter as possible, as the date and time for a public hearing on the issue of the levy of Fiscal Year 2010-2011 assessments. Notice of the public hearing will be given by publication.

## **ATTACHMENTS**

1. Resolution No. 61-2010.
2. Resolution No. 62-2010 including (**Exhibit A**) Engineer's Report.



## RESOLUTION NO. 61-2010

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA  
INITIATING PROCEEDINGS FOR THE ANNUAL LEVY AND COLLECTION OF  
ASSESSMENTS FOR THE LANDSCAPING AND LIGHTING DISTRICT NO. 2005-1  
FOR FISCAL YEAR 2010/11**

The City Council of the City of Rancho Cordova, California (hereafter referred to as the "City Council") does resolve as follows:

**WHEREAS**, The City Council has, by previous Resolutions, formed the Landscaping and Lighting District No. 2005-1 (hereafter referred to as the "District"), pursuant to the provisions of the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (hereinafter referred to as the "Act"), that provides for levy and collection of assessments through the County of Sacramento for the City of Rancho Cordova to pay the maintenance and services of landscaping, lighting and all appurtenant facilities and operations related thereto; and

**WHEREAS**, the City Council has retained Willdan Financial Services as the Engineer of Work, for the purpose of assisting with the annual levy of the District, and to prepare and file an Engineer's Report with the City Clerk in accordance with *Chapter 3, Section 22623* of the Act.

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL FOR THE LANDSCAPING AND LIGHTING DISTRICT No. 2005-1, AS FOLLOWS:**

**Section 1:** The above recitals are all true and correct.

**Section 2:** The City Council hereby orders Willdan Financial Services to prepare the Engineer's Report (hereinafter referred to as the "Report") concerning the levy of assessments for the District in accordance with *Chapter 1, Article 4 (commencing with Section 22565), pursuant to Chapter 3, Section 22622* of the Act.

**Section :** The improvements within the District include: turf, ground cover, shrubs and plants, trees, irrigation and drainage systems, ornamental lighting, masonry walls or other fencing, hardscape improvements, monuments, and associated appurtenant facilities located within the landscape easements or public right-of-ways. The Report so ordered, shall describe the existing improvements and any new improvements or substantial changes in the existing improvements.

**PASSED AND ADOPTED** by the City Council of the City of Rancho Cordova on the \_\_\_\_\_ day of \_\_\_\_\_, 2010 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Ken Cooley, Mayor

**ATTEST:**

\_\_\_\_\_  
Mindy Cuppy, City Clerk

RESOLUTION NO. 62-2010

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA  
PRELIMINARILY APPROVING THE ENGINEER'S REPORT, AND DECLARING ITS  
INTENTION TO LEVY AND COLLECT ANNUAL ASSESSMENTS FOR THE  
LANDSCAPING AND LIGHTING DISTRICT NO. 2005-1 FOR FISCAL YEAR 2010/11**

The City Council of the City of Rancho Cordova, California (hereafter referred to as the "City Council") does resolve as follows:

**WHEREAS**, the City Council pursuant to the provisions of the *Landscaping and Lighting Act of 1972, Part 2 of Division 15 of the Streets and Highways Code of California, beginning with Section 22500* (hereafter referred to as the "Act") and by previous Resolutions, initiated proceedings for the "Landscaping and Lighting District No. 2005-1" (hereafter referred to as the "District") for the annual levy and collection of assessments to pay for the operation, maintenance and servicing of landscaping, lighting and all appurtenant facilities related thereto; and

**WHEREAS**, the City Council has, by previous Resolution ordered the preparation of an Engineer's Report (hereafter referred to as the "Report") regarding the District and assessment for Fiscal Year 2009/10, pursuant to *Chapter 3, Section 22622* of the Act; and

**WHEREAS**, the Engineer selected by the City Council has prepared and filed with the City Clerk said Report (**Exhibit A**) in connection with the District and the levy of assessments for Fiscal Year 2010/11 (Beginning July 1, 2010 and ending June 30, 2011) in accordance with *Chapter 1, Article 4* of the Act; and

**WHEREAS**, this City Council has carefully examined and reviewed the Report as presented and pursuant to the provisions of *Chapter 2, Article 1, Section 22586* of said Act, the City Council may approve the report, as filed, or it may modify the report in any particular and approve it as modified.

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL FOR THE LANDSCAPING AND LIGHTING DISTRICT 2005-1, AS FOLLOWS:**

**Section 1:** The above recitals are all true and correct.

**Section 2:** The Report as presented, consists of the following:

- a. A Description of Improvements.
- b. A Description of the District.
- c. The proposed Annual Budget for the fiscal year (Costs and Expenses).
- d. The Method of Apportionment that details the method of calculating each parcel's proportional special benefits and annual assessment.
- e. The District's boundaries.
- f. The Assessment Roll containing the Levy for each Assessor Parcel Number within the District proposed for Fiscal Year 2010/11.



**Section 3:** The District, the proposed improvements, each and all of the budget items and documents, and the proposed assessments as outlined in the Report have been spread in accordance with the benefits received from the improvements, operation, maintenance and services to be performed within the District, and are in compliance with the Act and the provisions of California Constitution Article XIID.

**Section 4:** The Report is hereby approved on a preliminary basis, as presented or modified, and ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

**Section 5:** The City Clerk is hereby directed to enter on the minutes of the City Council any and all modifications to the Report determined and approved by the City Council, and all such changes and/or modifications by reference are incorporated into the Engineer's Report (**Exhibit A**).

**Section 6:** The City Council hereby declares its intention to seek the Annual Levy of the District pursuant to the Act, over and including the land within the District boundary, and to levy and collect assessments on all such land to pay the costs associated with the operation, maintenance and servicing of the landscaping and lighting improvements related thereto, for Fiscal Year 2010/11.

**Section 7:** The improvements within the District include: the maintenance and operation of and the furnishing of services and materials for: turf, ground cover, shrubs and plants, trees, irrigation and drainage systems, ornamental lighting, masonry walls or other fencing, hardscape improvements, monuments, and associated appurtenant facilities located within the landscape easements or public right-of-ways. The Report as previously approved and on file with the City Clerk, provides a full and complete description of all improvements and any or all substantial changes to the improvements within the District.

**Section 8:** The boundaries of the District are described in the Engineer's Report on file with the City Clerk.

**Section 9:** The proposed assessments for Fiscal Year 2010/11 do not exceed the maximum assessment approved through the property owner protest proceedings at the time of formation.

**Section 10:** The City Council hereby declares its intention to conduct a public hearing concerning the levy of assessments for the District. The City Clerk shall give notice of the time and place of the Public Hearing by causing the publishing of this Resolution once in the Local Newspaper for two consecutive weeks not less than ten (10) days before the date of the hearing, and by posting a copy of this Resolution on the official bulletin board customarily used by the City Council for the posting of notices in accordance with *Chapter 3, Section 22626* of the Act.

**Section 11:** Notice is hereby given that a Public Hearing on these matters will be held by the City Council on Monday, July 19, 2010 at 5:30 pm, or as soon thereafter as feasible, in the City Hall Council Chambers, City Hall, located at 2729 Prospect Park Drive, Rancho Cordova, California.

## ATTACHMENT 2

**PASSED AND ADOPTED** by the City Council of the City of Rancho Cordova on the \_\_\_\_ day of \_\_\_\_, 2010 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

Ken Cooley, Mayor

**ATTEST:**

---

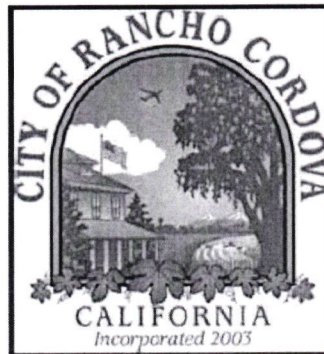
Mindy Cuppy, City Clerk



Exhibit A

*Only Printed Pg 1 of 57  
for review purposes  
BR*

**CITY OF RANCHO CORDOVA**  
**ENGINEER'S REPORT**  
**LANDSCAPING AND LIGHTING DISTRICT NO. 2005-1**  
**FISCAL YEAR 2010/11**



Intent Meeting: June 21, 2010  
Public Hearing: July 19, 2010



**Corporate Office:**

27368 Via Industria  
Suite 110  
Temecula, CA 92590  
Tel: (951) 587-3500  
Tel: (800) 755-6864  
Fax: (951) 587-3510

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## MEMORANDUM



**DATE:** June 21, 2010

**TO:** Honorable Mayor and Council Members

**FROM:** Cyrus Abhar, Public Works Director  
Elizabeth Sparkman, Senior Engineer

**SUBJECT:** RESOLUTIONS INITIATING PROCEEDINGS FOR THE ANNUAL LEVY AND COLLECTION OF ASSESSMENTS FOR RANCHO CORDOVA ROAD MAINTENANCE ASSESSMENT DISTRICT

---

### RECOMMENDATION

- a) Adopt Resolution No. 63-2010 Initiating Proceedings for the Annual Levy and Collection of Assessments for the Rancho Cordova Road Maintenance Assessment District for Fiscal Year 2010/2011; and
- b) Adopt Resolution 64-2010 Preliminarily Approving the Engineer's Annual Levy Report and Declaring its Intention to Levy and Collect Annual Assessments for the Rancho Cordova Road Maintenance Assessment District for Fiscal Year 2010/2011.

### RESULT OF RECOMMENDED ACTION

The recommended actions are required as part of the process to continue the annual levy and collection of assessments in the District to provide for the maintenance and operation costs of certain streets and street lighting services. The assessments only apply to specific newly developed areas that are part of the District as identified in the Engineer's Report.

### BACKGROUND

The Rancho Cordova Road Maintenance Assessment District (hereinafter "the District") was formed in June 2006 by the City Council. The purpose was to create a financial mechanism to provide street and street lighting operations and maintenance services for public improvements created as a result of new development.

State law requires the City to hold a public hearing prior to the approval of the proposed assessment rates and the levy of the annual assessment. Resolution No. 63-2010 (**Attachment 1**), directs Willdan Financial Services to prepare an Engineer's Report.

In anticipation of this Resolution, the Engineer's Report showing the proposed assessment rates has been prepared, placed on file with the City Clerk. The Engineer's Report (**Exhibit A**) includes diagrams of the assessment areas, a description and costs estimates of the operations and maintenance services to be provided, a description of the property to be benefited, and the amount of the assessment to each individual property. The services performed within and funded by the District include ongoing maintenance, operation and



street improvements and related street lighting and related facilities at the locations described in the Engineer's Report. The proposed Fiscal Year 2010-2011 assessments per Zone are shown in Table 1 below.

**Table 1**

| <b>ZONE 1 – CAPITAL VILLAGE</b>                                                                                                                                                              |                |              |                           |                             |                                   |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------|--------------|---------------------------|-----------------------------|-----------------------------------|
|                                                                                                                                                                                              | <u>Parcels</u> | <u>Acres</u> | <u>Street Assessments</u> | <u>Lighting Assessments</u> | <u>Total FY 10/11 Assessments</u> |
| No Alley                                                                                                                                                                                     |                |              |                           |                             |                                   |
| Commercial                                                                                                                                                                                   | 13             | 24.88        | \$79,187                  | \$5,887                     | \$85,074                          |
| PARK                                                                                                                                                                                         | 3              | 6.93         | 5,640                     | 1,041                       | 6,681                             |
| SFR-H                                                                                                                                                                                        | 6              |              | 1,085                     | 200                         | 1,285                             |
| SFR-M                                                                                                                                                                                        | 91             |              | 20,572                    | 3,923                       | 24,495                            |
| VAC                                                                                                                                                                                          | 4              | 16.860       | 13,721                    | 2,067                       | 15,788                            |
| EXE                                                                                                                                                                                          | 56             |              |                           |                             |                                   |
| Alley/Aisle                                                                                                                                                                                  |                |              |                           |                             |                                   |
| SFR-H                                                                                                                                                                                        | 216            |              | \$52,542                  | \$11,444                    | \$63,986                          |
| SFR-L                                                                                                                                                                                        | 124            |              | 42,228                    | 9,199                       | 51,427                            |
| SFR-M                                                                                                                                                                                        | 225            |              | 68,403                    | 14,705                      | 83,108                            |
|                                                                                                                                                                                              |                |              | <b>TOTAL</b>              |                             | <b>\$ 331,844</b>                 |
| <b>ZONE 4 – SUNDANCE</b>                                                                                                                                                                     |                |              |                           |                             |                                   |
|                                                                                                                                                                                              | <u>Parcels</u> | <u>Acres</u> | <u>Street Assessments</u> | <u>Lighting Assessments</u> | <u>Total FY 09/10 Assessments</u> |
| Vacant                                                                                                                                                                                       | 1              | 11.82        | \$1,965                   | \$152                       | \$2,117                           |
| <b>ZONE 5 – ANTHOLOGY AT ANATOLIA</b>                                                                                                                                                        |                |              |                           |                             |                                   |
|                                                                                                                                                                                              | <u>Parcels</u> | <u>Acres</u> | <u>Street Assessments</u> | <u>Lighting Assessments</u> | <u>Total FY 09/10 Assessments</u> |
| SFR                                                                                                                                                                                          | 118            |              | \$35,796                  | \$3,132                     | \$38,928                          |
| SFR = Single Family Residential<br>SFR-H = Single Family Residential – High Density<br>SFR-M = Single Family Residential – Medium Density<br>SFR-L = Single Family Residential – Low Density |                |              |                           |                             |                                   |

The Fiscal Year 2010-2011 total assessments for the existing zones of benefit are as follows:

|                                       |                   |
|---------------------------------------|-------------------|
| Zone 1 – Total Estimated Assessments: | \$ 331,844        |
| Zone 4 – Total Estimated Assessments: | \$ 2,117          |
| Zone 5 – Total Estimated Assessments: | \$ 38,928         |
| <b>TOTAL</b>                          | <b>\$ 372,889</b> |

The funds will be used to pay for routine maintenance and operations costs, recover district administration costs, and build up reserves for the slurry seal, and the eventual overlay and replacement costs.

In order to proceed with the levy of assessments, it is requested that Council adopt Resolution No. 63-2010, initiating the proceedings and calling for the preparation of an

Engineers Report, and Resolution No. 64-2010 (**Attachment 2**) approving the Engineer's Report and declaring the Council's intention to levy assessments for Fiscal Year 2010-2011. Approval of these resolutions also sets July 19, 2010, at 5:30 p.m. as the date and time for a public hearing on the issue of the levy of Fiscal Year 2010-2011 assessments. Notice of the public hearing will be given by publication.

#### **ATTACHMENTS**

1. Resolution No. 63-2010
2. Resolution No. 64-2010 including Engineer's Report (**Exhibit A**)



RESOLUTION NO. 63-2010

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA  
INITIATING PROCEEDINGS FOR THE ANNUAL LEVY AND COLLECTION OF  
ASSESSMENTS FOR THE RANCHO CORDOVA ROAD MAINTENANCE ASSESSMENT  
DISTRICT FOR FISCAL YEAR 2010/11**

The City Council of the City of Rancho Cordova, California (hereafter referred to as the "City Council") does resolve as follows:

**WHEREAS**, the City Council by previous action and resolution formed the "Rancho Cordova Road Maintenance Assessment District" (hereafter referred to as the "District") pursuant to the Benefit Assessment Act of 1982, Chapter 6.4, Division 2, Title 5 of the Government Code of the State of California commencing with Section 54703 (hereafter referred to as the "Act"); for the purposes of levying annual assessments upon benefiting properties within the District for the maintenance, operation and servicing of streets, street lights and facilities related thereto; and

**WHEREAS**, the City Council has retained Willdan Financial Services as the Engineer of Work, for the purpose of assisting with the annual levy of the District, and to prepare and file an Engineer's Report with the City Clerk.

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL FOR THE RANCHO CORDOVA ROAD MAINTENANCE ASSESSMENT DISTRICT, AS FOLLOWS:**

**Section 1:** The above recitals are all true and correct.

**Section 2:** The City Council hereby orders Willdan Financial Services to prepare the Engineer's Report (hereinafter referred to as the "Report") concerning the levy of assessments for the District.

**Section 3:** The Report so ordered, shall describe the improvements within the District, together with nature of maintenance, operation and servicing to be performed on such improvements; together with the proposed Fiscal Year 2010/11 assessments.

**PASSED AND ADOPTED** by the City Council of the City of Rancho Cordova on the \_\_\_\_ day of \_\_\_\_, 2010 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Ken Cooley, Mayor

**ATTEST:**

\_\_\_\_\_  
Mindy Cuppy, City Clerk

RESOLUTION NO. 64-2010

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA  
PRELIMINARILY APPROVING THE ENGINEER'S REPORT, DECLARING ITS  
INTENTION TO LEVY THE ANNUAL ASSESSMENTS FOR FISCAL YEAR 2010/11 FOR  
THE RANCHO CORDOVA ROAD MAINTENANCE ASSESSMENT DISTRICT,  
PURSUANT TO THE BENEFIT ASSESSMENT ACT OF 1982, AND APPOINTING A  
TIME AND PLACE FOR THE PUBLIC HEARING ON THESE MATTERS**

The City Council of the City of Rancho Cordova, California (hereafter referred to as the "City Council") does resolve as follows:

**WHEREAS**, the City Council by previous action and resolution formed the "Rancho Cordova Road Maintenance Assessment District (hereafter referred to as the "District") pursuant to the Benefit Assessment Act of 1982, Chapter 6.4, Division 2, Title 5 of the Government Code of the State of California commencing with Section 54703 (hereafter referred to as the "Act"); for the purposes of levying annual assessments upon benefiting properties within the District for the maintenance, operation and servicing of streets, street lights and facilities related thereto; and

**WHEREAS**, in May of 2006, an Engineer's Report (hereafter referred to as the "Formation Report") was prepared, filed and subsequently approved by the City Council in connection with the District and the levy of said assessments, pursuant to Section 54716 of said Act; and

**WHEREAS**, on June 19, 2006, the City Council conducted property owner protest proceedings relating to the improvements and services described in the Formation Report and the levy and collection of annual assessments and an annual assessment rate inflator formula related thereto in accordance with the provisions of the California Constitution Article XIID; and

**WHEREAS**, the City Council has, by previous Resolution ordered the preparation of an Engineer's Report (hereafter referred to as the "Report") regarding the District and assessment for Fiscal Year 2010/11; and

**WHEREAS**, the Engineer selected by the City Council has prepared and filed with the City Clerk said Report in connection with the District and the levy of assessments for Fiscal Year 2010/11 (Beginning July 1, 2010 and ending June 30, 2011); and

**WHEREAS**, this City Council has carefully examined and reviewed the Report (**Exhibit A**) as presented and, the City Council may approve the Report, as filed, or it may modify the Report in any particular and approve it as modified.

**NOW, THEREFORE, BE IT RESOLVED, DETERMINED, AND ORDERED BY THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, THE LEGISLATIVE BODY FOR SAID DISTRICT, AS FOLLOWS:**

**Section 1:** The above recitals are all true and correct.



**Section 2:** The Report as presented, consists of the following:

- a. A Description of Improvements.
- b. A Description of the District.
- c. The proposed Annual Budget for the fiscal year (Costs and Expenses).
- d. The Method of Apportionment that details the method of calculating each parcel's proportional special benefits and annual assessment.
- e. The District Boundaries.
- f. The Assessment Roll containing the Levy for each Assessor Parcel Number within the District proposed for Fiscal Year 2010/11.

**Section 3:** The proposed assessments as outlined in the Report have been spread in accordance with the benefits received from the improvements, operation, maintenance and services to be performed within the District, and are in compliance with the Act and the provisions of California Constitution Article XIID.

**Section 4:** The Report is hereby approved on a preliminary basis, as presented or modified, and ordered to be filed in the Office of the City Clerk as a permanent record and to remain open to public inspection.

**Section 5:** The City Clerk is hereby directed to enter on the minutes of the City Council any and all modifications to the Report determined and approved by the City Council, and all such changes and/or modifications by reference are incorporated into the Report.

**Section 6:** The City Council hereby declares its intention to seek the annual levy of the District assessments pursuant to the Act, over and including the land within the District boundaries to pay the costs of the maintenance, operation and servicing of streets, street lights, facilities related thereto and other improvements, as more fully described in the Formation Report, for fiscal year 2010/11.

**Section 7:** The boundaries of the District are described in the Formation Report and include the parcels within the District at the time of the Resolution of Intention as identified on the Sacramento County Assessor's Secured Roll and the Assessor's Parcel Maps.

**Section 8:** The proposed assessments for Fiscal Year 2010/11 do not exceed the maximum assessment approved through the property owner protest proceedings at the time of formation.

**Section 9:** The City Council hereby declares its intention to conduct a public hearing concerning the levy of assessments for the District. The City Clerk shall give notice of the time and place of the Public Hearing by causing the publishing of this Resolution once in the Local Newspaper for two consecutive weeks not less than ten (10) days before the date of the hearing, and by posting a copy of this Resolution on the official bulletin board customarily used by the City Council for the posting of notices in accordance with *Section 6061* of the Government Code.

**Section 10:** Notice is hereby given that a Public Hearing on these matters will be held by the City Council on Monday, July 19, 2010 at 5:30 pm, or as soon thereafter as feasible, in the City Hall Council Chambers, City Hall, located at 2729 Prospect Park Drive, Rancho Cordova, California.

**PASSED AND ADOPTED** by the City Council of the City of Rancho Cordova on the \_\_\_\_\_ day of \_\_\_\_\_, 2010, by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

---

Ken Cooley, Mayor

**ATTEST:**

---

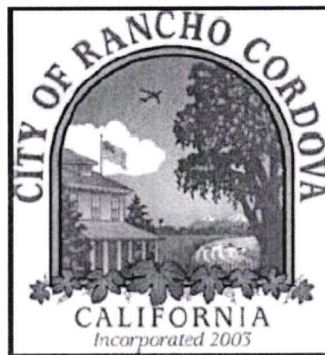
Mindy Cuppy, City Clerk



*Only printed pg 1 of 56 for  
review purposes -  
sm*

**Exhibit A**

**CITY OF RANCHO CORDOVA**  
**ENGINEER'S REPORT**  
**RANCHO CORDOVA**  
**ROAD MAINTENANCE ASSESSMENT DISTRICT**  
**FISCAL YEAR 2010/11**



Intent Meeting: June 21, 2010  
Public Hearing: July 19, 2010



| Corporate Office:                                    |                | Office Locations: |
|------------------------------------------------------|----------------|-------------------|
| 27368 Via Industria                                  | Oakland, CA    | Phoenix, AZ       |
| Suite 110                                            | Sacramento, CA | Orlando, FL       |
| Temecula, CA 92590                                   |                |                   |
| Tel: (951) 587-3500                                  |                |                   |
| Tel: (800) 755-MUNI (6864)                           |                |                   |
| Fax: (951) 587-3510                                  |                |                   |
| <a href="http://www.willdan.com">www.willdan.com</a> |                |                   |

## MEMORANDUM



**DATE:** June 21, 2010

**TO:** Honorable Mayor and Council Members

**FROM:** Paul Junker, Planning Director

**SUBJECT:** RESOLUTION AUTHORIZING FINANCIAL PARTICIPATION IN THE SOUTH SACRAMENTO HABITAT CONSERVATION PLAN (SSHCP) AND AUTHORIZING THE CITY MANAGER TO EXECUTE A MEMORANDUM OF AGREEMENT (MOA) WITH THE SSHCP PARTNERS FOR THE PREPARATION AND FUNDING OF THE SSHCP

---

### **RECOMMENDATION**

Adopt Resolution No. 66-2010.

### **RESULT OF RECOMMENDED ACTION**

Adoption of the resolution and execution of the MOA will affirm the City's commitment to the SSHCP and will authorize and direct the City to assist with funding of SSHCP efforts in the event that currently secured funds are not adequate to complete the SSHCP.

### **BACKGROUND**

The SSHCP is a regional approach to balancing the effects of urban development and infrastructure improvements with the preservation and protection of wildlife and biological natural resources. The SSHCP identifies an Urban Development Area that includes the entire Rancho Cordova Planning Area along with additional lands south of Highway 50, and the cities of Elk Grove and Galt. An approved Habitat Conservation Plan (HCP) streamlines the state and federal permits process for projects that are consistent with the HCP. Projects that would be granted the streamlined permit coverage under the SSHCP include private urban development (homes, offices, commercial, etc.), infrastructure improvements (water, wastewater, drainage, roads, etc.) and public facilities (parks, schools, etc.).

The City of Rancho Cordova began participating in the SSHCP soon after incorporation and has provided input on the form and content of the HCP and specific direction on issues that relate directly to Rancho Cordova. Along with the land use agencies of Sacramento County and the cities of Elk Grove, Galt and Rancho Cordova, the regional public facilities agencies Sacramento Regional County Sanitation District (SRCSD) and the Sacramento County Water Agency (SCWA) have been active partners in the SSHCP and will be parties to the SSHCP MOA. Finally, the Southeast Connector Joint Powers Authority (Connector Road JPA) has been invited to join as a Plan Partner and is currently considering whether to join in the SSHCP for purposes of securing state and federal permitting for the Southeast Connector through the SSHCP.



## DISCUSSION OF MOA

The proposed MOA establishes a formal cost sharing mechanism to allocate the cost of completing the SSHCP between the Plan Participants. The following are the key provisions of the agreement related to the roles and participation of the Plan Partners:

- The Plan Participants shall be allowed to attend and participate equally in meetings of the SSHCP Local Agency Working Group, City-County Managers Team and the SSHCP Steering Committee.
- The Plan Participants shall be allowed to attend and participate equally in meetings and negotiations with state and federal regulatory agencies.
- The Plan Participants shall be allowed to attend and participate equally in meetings regarding budgeting and the overall administration of the SSHCP preparation process.
- The Plan Participants shall be allowed to attend and participate equally in the process of developing the implementation agreement and the form of the implementing entity.

Additional key provisions of the SSHCP MOA include:

- No individual Plan Participant shall have the right to dictate how the SSHCP is prepared or its ultimate content.
- The City of Rancho Cordova's contribution shall be limited to 20% of real costs that exceed secured funding for FY 2009-10 and for subsequent years.
- Any unused revenues or contributions based on actual costs shall be allocated toward contributions for the next fiscal year until the SSHCP is approved and adopted.
- Any unexpected funds remaining after approval and adoption of the SSHCP shall be refunded.
- The City (or any other Plan Participant) may terminate its participation in the SSHCP process at any time by providing thirty (30) days prior written notice of such termination to the other Plan Participants.

It is currently estimated that FY 2009/10 costs will be \$950,000 and that an additional \$2,000,000 in expenses will be incurred through completion of the SSHCP. Secured and anticipated funding that will apply to these costs includes:

|                                 |                |
|---------------------------------|----------------|
| • Sacramento County (FY 09/10): | \$300,000      |
| • SCWA (FY 09/10):              | 120,000        |
| • SRCSD (FY 09/10):             | 200,000        |
| • Sacramento County (FY10/11):  | 350,000        |
| • SCWA (FY 10/11):              | 750,000        |
| • SRCSD (FY 10/11):             | 300,000        |
| • Secured Federal Grant:        | 225,000        |
| • Connector JPA (Anticipated):  | <u>500,000</u> |
| Total Anticipated Revenues:     | \$2,745,000    |

Based upon the secured revenues and the anticipated participation by the Connector JPA, available funding very nearly matches the projected costs for completion of the SSHCP. If costs exceed expectations or if the Connector JPA does not join the SSHCP, then funding for the resulting shortfalls will be provided by SCWA and the cities of Elk Grove and Rancho Cordova. Specifically, any costs that exceed revenues will be funded by SCWA (60%), City of Elk Grove (20%) and City of Rancho Cordova (20%). Given that participation by the Connector JPA is uncertain and cost overruns are possible, but not anticipated, it is not possible to project the ultimate fiscal obligation to the City that will result from execution of the MOA. It is also significant that the SSHCP Plan Participants have been successful in securing federal grants and the Plan Participants will continue to seek such funding to offset future SSHCP costs and to thus minimize fiscal obligations of the Plan Participants.

The resolution proposed by staff specifically limits the City Councils current commitment to \$200,000. While there is a possibility completion of the HCP could require additional monies, Council approval would be required for any City funding in excess of the \$200,000 hereby authorized.

### **FISCAL IMPLICATIONS**

Direct fiscal implications to the City include an expenditure that is anticipated to be less than \$200,000 over Fiscal Years 2010/11 and 2011/12. Based upon secured, anticipated and potential funding sources, it is possible that no direct financial contribution will be required of the City.

The streamlined project review process anticipated under the SSHCP and related wetlands permitting strategy has the potential to reduce costs for securing federal and state permits for City projects (public infrastructure). While difficult to quantify, these savings to the City could be significant.

### **ATTACHMENT**

Resolution No. 66-2010 including **(Exhibit A)** SSHCP Memorandum of Agreement.



**CITY OF RANCHO CORDOVA**

**RESOLUTION NO. 66-2010**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA  
AUTHORIZING THE EXECUTION OF A MEMORANDUM OF AGREEMENT BETWEEN  
THE CITY OF RANCHO CORDOVA AND THE PLAN PARTNERS FOR THE SOUTH  
SACRAMENTO HABITAT CONSERVATION PLAN**

**WHEREAS**, the City of Rancho Cordova ("City") has determined preparation and adoption of the South Sacramento Habitat Conservation Plan ("SSHCP") will provide numerous community benefits, including coordinated preservation of natural resources and facilitation of publicly and privately sponsored urban development projects; and

**WHEREAS**, the City has been an active partner in the SSHCP and is committed to supporting the completion of the SSHCP; and

**WHEREAS**, the public agencies that are preparing the SSHCP and that intend to adopt and cause the implementation of the SSHCP are working collaboratively as the SSHCP Plan Partners ("Plan Partners"); and

**WHEREAS**, the Plan Partners have prepared a Memorandum of Agreement (MOA) (**EXHIBIT A**) that defines roles and responsibilities of the Plan Partners in the preparation of the SSHCP; and

**WHEREAS**, among the obligations of the MOA is the commitment of certain agencies to mutually provide funding in the event that SSHCP costs exceed the amount of current and anticipated funding sources.

**NOW, THEREFORE, BE IT RESOLVED** the City Council hereby authorizes the City Manager to execute a Memorandum of Agreement with the Plan Partners of the South Sacramento Habitat Conservation Plan; and

**BE IT FURTHER RESOLVED** the City Council hereby authorizes funding of up to \$200,000 to support Plan Partner efforts on the preparation of the South Sacramento Habitat Conservation; and

**BE IT FURTHER RESOLVED** that prior to funding in excess of \$200,000 the Plan Partners must present to the City Council a request for additional funding that shall include documentation of how funds have been expended, specific steps that have been taken to manage and contain costs of the SSHCP and the specific tasks and efforts that remain to complete the SSHCP.

**PASSED AND ADOPTED** by the City Council of the City of Rancho Cordova on the \_\_\_\_\_ day of \_\_\_\_\_ 2010 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Ken Cooley, Mayor

**ATTEST:**

\_\_\_\_\_  
Mindy Cuppy, City Clerk



**MEMORANDUM OF AGREEMENT REGARDING CONTINUED FUNDING OF  
THE SOUTH SACRAMENTO HABITAT CONSERVATION PLAN**

This Memorandum of Agreement ("MOA") is entered into this \_\_\_\_ day of \_\_\_\_\_, 2010 by and between the City of Elk Grove ("Elk Grove"), the City of Rancho Cordova ("Rancho Cordova"), the County of Sacramento ("County"), the Sacramento County Water Agency ("Water Agency"), the Sacramento Regional County Sanitation District ("SRCSD") (collectively referred to as the "Current Plan Participants") and the Elk Grove – Rancho Cordova – El Dorado Connector Authority, also doing business as the Capital Southeast Connector Joint Powers Authority ("Connector JPA") (all parties collectively referred to as "Plan Participants").

**WHEREAS**, the Current Plan Participants are currently in the process of preparing the South Sacramento Habitat Conservation Plan (SSHCP); and

**WHEREAS**, the cost of preparing the SSHCP has to date been shared by the Current Plan Participants; and

**WHEREAS**, the Connector JPA, was identified as a potential transportation project in the Sacramento Area Council of Government's Metropolitan Transportation Plan 2025; and

**WHEREAS**, the Connector JPA was created to, among other things, provide for the acquisition of real property, planning, design, financing, regulation, permitting, environmental evaluation, public outreach, and construction of the Connector project or any identifiable portion of the Connector project; and

**WHEREAS**, the Connector project is proposed to include transportation improvements from Interstate 5 south of Elk Grove northeast through the boundaries of the SSHCP to Highway 50 in El Dorado County just east of El Dorado Hills; and

**WHEREAS**, the Connector JPA desires to become a Plan Participant under the SSHCP and to play a formal role in the preparation of the SSHCP; and

**WHEREAS**, it is currently anticipated that completion of the SSHCP will take an additional eighteen months and will require an additional expenditure of approximately \$3,000,000; and

**WHEREAS**, the out-of-pocket costs of preparing the SSHCP to date have largely been funded by the County, the Water Agency and SRCSD; and

**WHEREAS**, the Water Agency has to date funded the SSHCP through Zone 13 fees which are collected from residents of the unincorporated area, Elk Grove and Rancho Cordova; and

**WHEREAS**, the County to date has funded the SSHCP with general fund revenue budgeted to the County Planning Department; and

**WHEREAS**, SRCSD has provided \$200,000 in funding to date toward the preparation of the SSHCP; and

**WHEREAS**, the County and the Water Agency do not have sufficient general fund and Zone 13 revenue, respectively, available to continue funding the preparation of the SSHCP at the levels necessary to allow for its timely completion; and

**WHEREAS**, the Current Plan Participants believe that timely completion of the SSHCP will require monetary contributions from all Current Plan Participants; and

**WHEREAS**, the Current Plan Participants have determined that it is appropriate to establish a formal cost sharing mechanism to allocate the cost of completing the SSHCP between them in an equitable manner; and

**WHEREAS**, it is the intention of the Plan Participants that SSHCP plan permittees shall be limited to the parties to this MOA unless the MOA is amended to include additional plan participants; and

**WHEREAS**, the Current Plan Participants and the Connector JPA believe that it is appropriate for the Connector JPA to become a Plan Participant and participate in the completion of the SSHCP, such that it will become a plan permittee upon approval and adoption of the SSHCP; and

**WHEREAS**, in consideration for becoming a Plan Participant as defined in this MOA, the Connector JPA is willing to share in the costs of preparing the SSHCP and its supporting environmental documentation as set forth in this MOA.

**NOW, THEREFORE**, in consideration of the mutual covenants and agreements contained herein, the parties agree as follows:

**1. Role of the Plan Participants in the SSHCP.**

(a) The Plan Participants shall have coequal roles in the preparation, negotiation, and adoption of the SSHCP, including but not limited to the following:



(i) The Plan Participants shall be allowed to attend and participate equally in meetings of the SSHCP Local Agency Working Group.

(ii) The Plan Participants shall be allowed to attend and participate equally in meetings of the SSHCP City-County Managers Team.

(iii) The Plan Participants shall be allowed to attend and participate equally in meetings of the SSHCP Steering Committee.

(iv) The Plan Participants shall be allowed to attend and participate equally in meetings and negotiations with state and federal regulatory agencies.

(v) The Plan Participants shall be allowed to attend and participate equally in meetings regarding budgeting and the overall administration of the SSHCP preparation process.

(vi) The Plan Participants shall be allowed to attend and participate equally in the process of developing the implementation agreement and the form of the implementing entity.

(b) The Plan Participants recognize and acknowledge that the preparation, negotiation, and adoption of the SSHCP is intended to be a collaborative process between the Plan Participants and that no individual party has the right to dictate how the SSHCP is being prepared or its ultimate content. Any Plan Participant is free to terminate its participation in the SSHCP process at any time prior to its adoption as provided for in Section 9 hereof and participation in the SSHCP process does not create any obligation to approve or participate in the final SSHCP.

## **2. Anticipated Costs and Available Revenues For Completion of the SSHCP.**

(a) The Plan Participants anticipate that the costs of preparing the SSHCP will be approximately \$950,000 for the remainder of fiscal year 2009-10 and approximately \$1,900,000 for fiscal year 2010-11. It is also anticipated that there may be further costs in fiscal year 2011-12 to finalize the SSHCP but estimating such costs at this time would be far too speculative.

(b) The remaining budgeted funds for preparation of the SSHCP in fiscal year 2009-10 consist of \$300,000 from the County and \$120,000 from the Water Agency resulting in a revenue shortfall of \$530,000. The anticipated revenues from the County and the Water Agency, respectively, for fiscal year 2010-11 are \$350,000 and \$750,000 resulting in a revenue shortfall of \$800,000.

## **3. Additional Revenue Contributions From Plan Participants For Fiscal Years 2009-10 and 2010-11.**

(a) The Connector JPA shall contribute \$500,000 and SRCSD shall contribute an additional \$300,000 toward the cost of preparing the SSHCP. These contributions shall be paid as follows:

- (i) 50% shall be due and payable upon the completion of an administrative Draft SSHCP (minus Chapter 9) and its release to the Plan Participants for internal review;
- (ii) 15% shall be due upon completion of the Draft Programmatic 404 Permit application, and all associated documents, and its release to the Plan Participants for internal review; and
- (iii) 35% shall be due and payable upon the publication of the Notice of Availability, the Draft EIR/EIS, the Draft HCP, and the Draft Implementation Agreement.

(b) Whatever contributions are received from the Connector JPA and SRCSD shall be credited against the unfunded SSHCP costs for the fiscal year in which they are received. The remaining unfunded SSHCP costs in fiscal years 2009-10 and 2010-11 shall be allocated between the other Plan Participants as follows: Water Agency/County – 60%; Rancho Cordova – 20%, and Elk Grove – 20%.

(c) It is assumed for purposes of administering this MOA that the milestones identified in Section 3(a)(i) will be achieved in fiscal year 2009-10 and that the milestones identified in Section 3(a)(ii) and (iii) will be achieved in fiscal year 2010-11 in which case the respective unfunded SSHCP costs will be \$80,000 and \$450,000. Payment of those costs, as allocated by Section 3(b), shall be made by the Water Agency/County, Rancho Cordova and Elk Grove as follows: the contributions for Fiscal Year 2009-10 shall be paid to the County within thirty days after the effective date of this MOA and the contributions for Fiscal Year 2010-11 set forth in Section 3 above shall be paid to the County within thirty days after adoption of the County's final budget for Fiscal Year 2010-11. To the extent that there is a discrepancy between the amounts paid and those actually owed due to the milestones being achieved within different fiscal years than those assumed above, any such discrepancies shall be reconciled pursuant to the procedure set forth in Section 6(a) hereof.

**4. Other Potential Revenue.** The potential exists for other revenue to be available to assist in the preparation of the SSHCP in the form of federal grants and monetary participation by the County Department of Transportation. To the extent that any such additional revenue is received in fiscal years 2009-10 and 2010-11, it shall serve first to offset the contributions made by the Water Agency/County, Rancho Cordova and Elk Grove provided for



in Section 3(b) above based on the same percentage allocations and then to offset the contributions made by the County, SRCSD and the JPA Connector based on their respective share of contributions.

**5. Plan Participant Contributions After Fiscal Year 2010-11.** In the event that the SSHCP is not approved and adopted by the end of Fiscal Year 2010-11, the Plan Participants shall meet and confer in good faith in an effort to reach agreement as to the estimated cost of completing the SSHCP process and how such additional costs should be allocated. Any such agreement shall be memorialized in the form of an amendment to this MOA. To the extent that there is no such agreement, this MOA shall not serve to obligate any Plan Participant to make any financial contribution to completion of the SSHCP after the end of Fiscal Year 2010-11.

**6. Payment of Contributions and Refund of Unused Contributions.**

(a) The County shall establish a separate fund in the County Treasury to account for contributions by the Plan Participants and the disbursement of those funds towards completion of the SSHCP. The County shall complete a reconciliation of the SSHCP costs and contributions within ninety days after the end of each fiscal year to determine the credits or debits owed by or to the Plan Participants based on actual SSHCP costs and revenue in such fiscal years. This reconciliation shall be provided in writing to each Plan Participant who shall have thirty (30) days from receipt to challenge any provision of the reconciliation. If a Plan Participant fails to submit a challenge within such period, the right to do so is waived and the reconciliation will be deemed approved as to all undisputed items. Any credits shall be allocated toward contributions for the next fiscal year until the SSHCP is approved and adopted. Any amounts owing by Plan Participants for the preceding fiscal year shall be paid within sixty days of the later of the end of the reconciliation challenge period or the resolution of any challenges that are submitted.

(b) The Plan Participants each recognize and acknowledge that their funding capacity is constrained and limited. Each Plan Participant will use all reasonable efforts to obtain the funds necessary to make the full contributions set forth in Section 3(a) above. If a Plan Participant fails to make any such payments when due, the defaulting Plan Participant shall be deemed to be in breach of this MOA and shall have thirty (30) days from the date of such breach to cure the breach by making the required contribution or by entering a contribution payment plan agreement that is mutually agreeable to all other Plan Participants. The failure to cure any such breach within this thirty (30) day period shall result in the defaulting Plan Participant (i) being excluded from further participation in the SSHCP and (ii) being excluded as a plan permittee should the SSHCP be approved and adopted.

(c) Any unexpended funds remaining after approval and adoption of the SSHCP shall be refunded first to offset the contributions made by the Water Agency, Rancho Cordova and Elk Grove provided for in Section 3(b) above based on the same percentage allocations and then to offset the contributions made by the County, SRCSD and the JPA Connector based on their respective share of contributions.

**7. Unanticipated Escalation of SSHCP Costs.** The parties hereto have made a good-faith estimate of the anticipated costs in fiscal years 2009-10 and 2010-11 necessary to complete the preparation and adoption of the SSHCP. Their respective commitment to fund this process as set forth herein is based on the assumption that the actual costs will be within 10% of the estimated costs described herein. If the actual costs in any fiscal year exceed the estimated costs by more than 10%, all work on the SSHCP and any obligations of the Plan Participants to make additional payments shall be suspended until such time as the parties reach a mutual agreement on a new budget for the completion of the SSHCP process and how any additional costs should be allocated.

**8. Payment of Plan Participant Specific Costs.** In addition to the payments provided for in Section 3 above, it is anticipated that there may be additional costs attributable exclusively to the incorporation of the Elk Grove spheres of influence into the SSHCP. Such costs would include collateral materials, biological or other studies, and aerial imagery that would not be required but for the inclusion of the Elk Grove sphere of influence. Any such costs shall be borne by Elk Grove.

**9. Contributions Non-Refundable and Termination of Participation.** Any Plan Participant may terminate its participation in the SSHCP process by providing thirty days prior written notice of such termination to the other Plan Participants. In the event of such termination of participation by either the JPA Connector or SRCSD, such parties shall not be entitled to any refund of contributions previously made pursuant to Section 3(a) above but shall be relieved of any obligation to make any contribution required under the MOA after the effective date of its termination of participation. Upon termination of participation by the Water Agency, Rancho Cordova or Elk Grove, such terminating Plan Participant shall be entitled to a pro rata refund of any contributions made for the remaining portion of the fiscal year after the effective date of its termination. Contributions made by a Plan Participant are otherwise non-refundable and represent the consideration paid by the contributing Plan Participant for its participation in the SSHCP process as set forth in Section 1 above.



## MEMORANDUM



**DATE:** June 21, 2010  
**TO:** Mayor and City Council Members  
**FROM:** William Campbell, Principal Planner  
**SUBJECT:** ROCKINGHAM PLAZA – PROJECT NO. DD6856 – TENTATIVE PARCEL MAP

|                                                                                        |                                                                                                                                                                              |
|----------------------------------------------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|
| <b>PROPERTY OWNER:</b><br>Heritage House Exchange LLC<br>PO Box 38<br>Davis, CA 956170 | <b>APPLICANT:</b><br>MSA Engineering<br>1340 Blue Oaks Blvd #200<br>Roseville, CA 95678                                                                                      |
| <b>PROJECT:</b><br><b>FILE:</b><br><b>LOCATION:</b><br><b>APN:</b><br><b>PLANNER:</b>  | Rockingham Plaza – Tentative Parcel Map<br>DD6856<br>Southwest Corner (SWC) of Mather Field Road and Rockingham Drive<br>077-0040-042<br>William Campbell, Principal Planner |

### RECOMMENDATION

That Council:

- a) Accept the Planning Commission recommendation to determine the project is Categorically Exempt and approve the four lot parcel map (**Exhibit A**), subject to the modified Conditions of Approval (**Exhibit B**); and
- b) Adopt Resolution No. 67-2010.

### RESULT OF RECOMMENDED ACTION

The approval of the parcel map will allow the current property owner to place each building on its own lot for potential sale in the future. The joint use of access, parking and shared maintenance will be governed by covenants, conditions and restrictions that will be recorded as a condition of map recordation.

### PLANNING COMMISSION COMMENTS AND ACTION

The Planning Commission approved the parcel map request on May 27, 2010 with conditions of approval. Subsequent to the approval, a concern was raised regarding onsite landscaping and maintenance that was not discussed at the Planning Commission meeting and the matter was called forward to address the matter. Further discussion is included in the body to the staff report.

## ANALYSIS

The applicant is proposing a four lot parcel map to allow the four existing buildings on their respective lots. The map will allow the four buildings to share access and parking by requiring a reciprocal agreement prior to the map recordation; to ensure adequate internal circulation and provide the mechanism for ongoing maintenance of the common areas used by the four parcels.

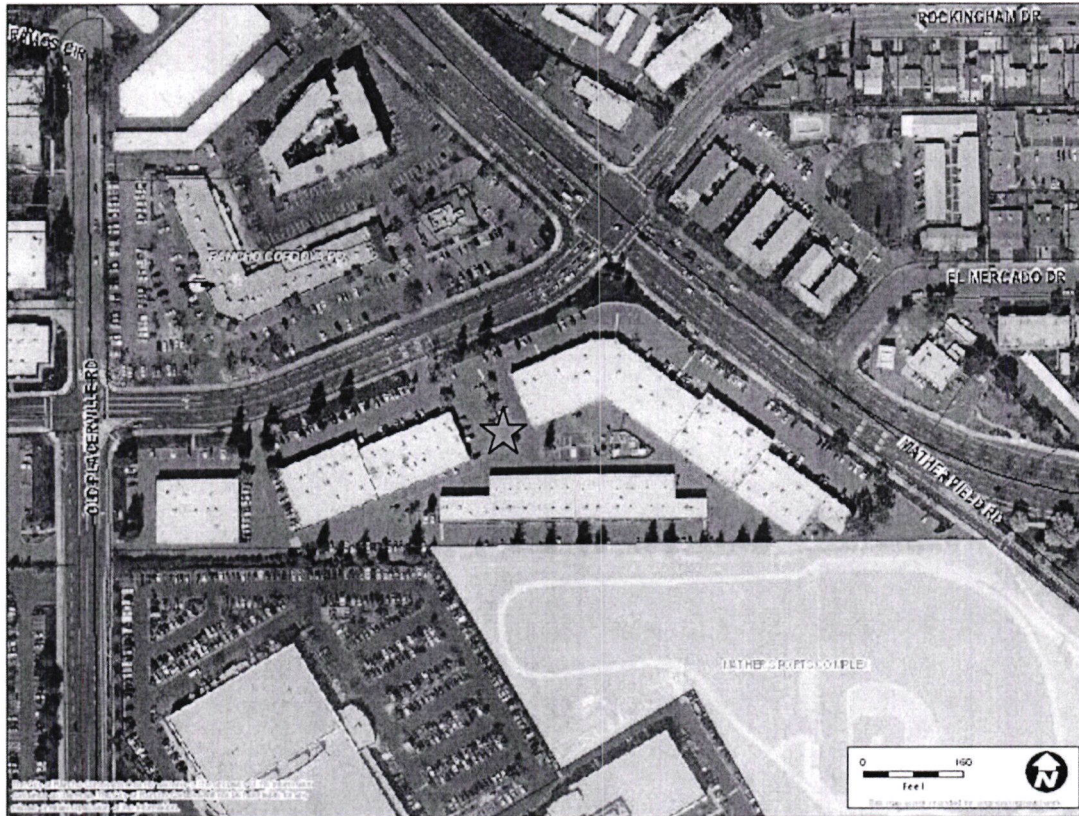


Figure 1 – Location

### Land Use Relationships with Adjacent Properties

|                  | <u>General Plan Land Use Designation</u> | <u>Zoning &amp; Specific Plan Designations</u> | <u>Existing Land Use</u>    |
|------------------|------------------------------------------|------------------------------------------------|-----------------------------|
| Subject Property | Countryside/Lincoln Village              | CMU                                            | Mixed commercial and office |
| North            | Countryside/Lincoln Village              | CMU                                            | Mixed commercial and office |
| East             | High Density Residential                 | RD-20                                          | Multi-family Residential    |
| South            | Office Mixed Use and Park                | Mather Field Special Planning Area             | Mather Recreation Center    |
| West             | Countryside/Lincoln Village              | OIMU                                           | Light industrial and office |



The project has been reviewed for compliance with the General Plan and Subdivision Map Act. The project is consistent with all of these documents, subject to the adoption of the conditions of approval.

### **General Plan Consistency**

Finding: The project is consistent with the General Plan, Commercial Mixed Use designation and meets the following goals and policies:

Goal LU.1: Achieve a balanced and integrated land use pattern throughout the community.

Policy LU.1.2 – Develop a fiscally sound strategy to encourage a mix of uses that meets the City's needs and provides sufficient tax base to maintain desired community service levels.

Action LU.1.2.2 – Establish a comprehensive plan for an economically viable mix of land uses in and around Mather Airport.

Goal ED.1: Diversify Rancho Cordova's economy by facilitating and encouraging land uses that provide substantial and sustainable fiscal benefits to the City and residents.

Policy E.D.1.3 – Retain and expand the existing industrial and warehouse uses in the City.

Policy E.D.1.2 – Encourage investment of existing office and retail space and the construction of new office and retail space that serves the current and future need of the community.

Action E.D.1.2.4 – Actively promote new office development with smaller individual and cooperative space to provide new opportunities for an expanding demand currently unmet in the City (e.g. business incubators, flex space, etc.).

Evidence: The zoning of the property is Commercial Mixed Use (CMU) designation within the Countryside/Lincoln Village Planning Area of the General Plan. The existing uses in the Plaza are consistent with the CMU list of uses in the Zoning Code, and if there are non-conforming uses in the Plaza, they can remain unchanged, until they go out of business or move to a compliant zone district.

### **Subdivision Approval Findings**

Finding: Section 66474 of the California Subdivision Map Act requires a City to deny approval of a tentative map if it makes any of the following findings:

- a. That the proposed map is not consistent with applicable general and specific plans as specified in Section 65451.
- b. That the design or improvement of the proposed subdivision is not consistent with applicable general and specific plans.
- c. That the site is not physically suitable for the type of development.
- d. That the site is not physically suitable for the proposed density of development.
- e. That the designs of the subdivision or the proposed improvements are not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.

- f. That the design of the subdivision or type of improvements is likely to cause serious public health problems.
- g. That the design of the subdivision or type of improvements will conflict with easements acquired by the public at large, for access through or use of, property within the proposed subdivision.

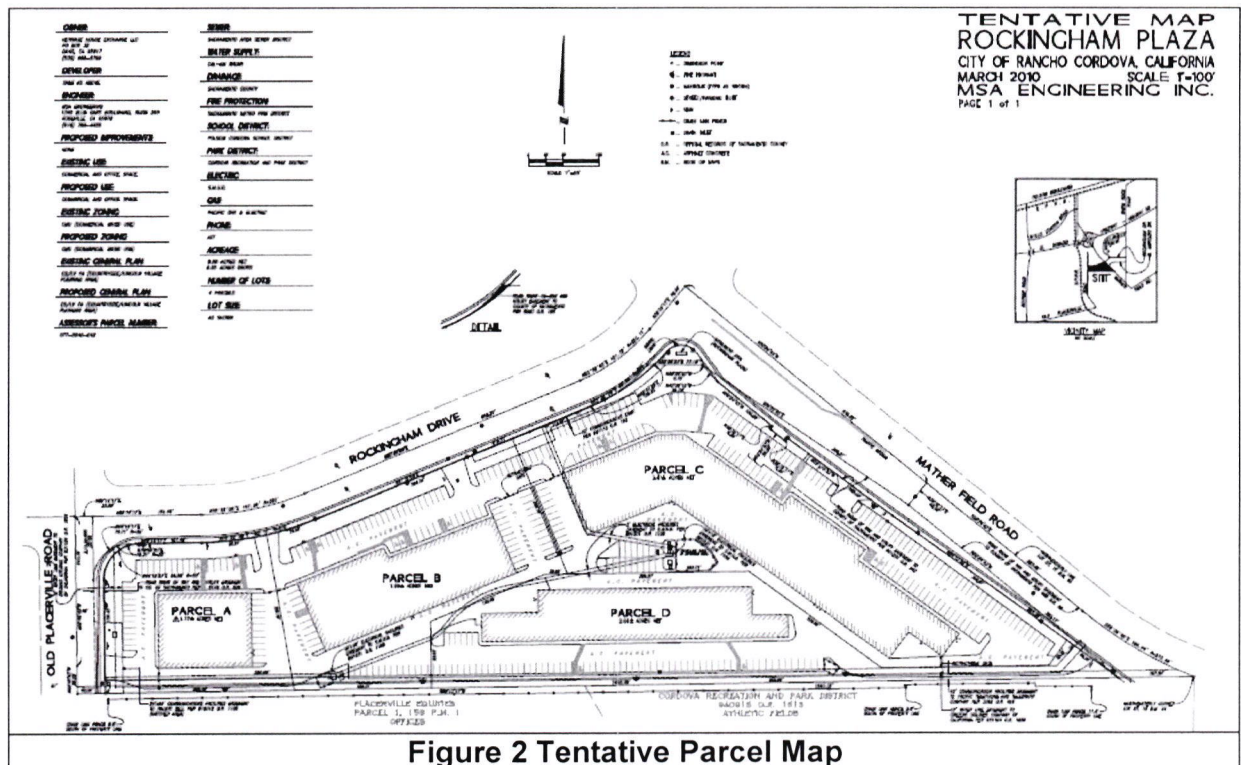


Figure 2 Tentative Parcel Map

Evidence: The above Findings #a. through #g. do not apply to the proposed Tentative Parcel Map.

- a. The proposed map is consistent with the General Plan designation.
- b. The design or improvements of the proposed map are consistent with the General Plan and the requirements of the Zoning Code.
- c. The site is physically suitable and adequate in size to accommodate placing each existing building on its own lot and provide the required parking in accordance with the City of Rancho Cordova Zoning Code. In addition, private Conditions, Covenants and Restrictions will be recorded in favor of the four new parcels that will include, but not limited to, provisions for common maintenance and access, along with remedies to cure any defaults.
- d. The site is physically suitable for the existing commercial site, which has been rezoned to be consistent with the recently adopted General Plan. The prior zoning was not consistent with the existing buildings and use.
- e. The EIR prepared for the General Plan adequately addressed the environmental impacts for this project and therefore is not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.
- f. The property is zoned for commercial uses and is not likely to cause serious public health problems. Adequate separation from nearby residential uses is provided.



- g. There is no conflict with easements acquired by the public at large, for access through or use of property within the proposed subdivision. The project will provide access for public utilities as needed to serve the site.

Onsite Landscape and Maintenance – Subsequent to the Planning Commission meeting, staff and the applicant met to discuss the onsite landscape maintenance and development of a new landscape plan. The current project was constructed a number of years ago, prior to the City's incorporation, and the original plans are not available and some of the original plantings had died or removed without replacement. Although the subject property is well maintained, some recent tree pruning along Mather Field has raised issue as to whether those trees could recover and provide adequate shade to meet the code required parking lot shade requirements. A new condition of approval has been developed to address these issues and the property owner is in agreement with the condition.

Road Dedication – Public Works is recommending a condition that would require a future dedication of a small strip of land along the Rockingham Drive frontage, in the form of an Irrevocable of to Dedicate (IOD). The IOD would be shown on the recorded parcel map and is held by the City for future road widening, if needed. The map exhibit describes the area of the future dedication that is approximately 2 feet wide, along the south side of Rockingham Road. Staff does not believe the dedication will impact the project and the dedication is necessary for future road alignment along the south side of Rockingham Drive.

### **CONCLUSION**

The proposed project will assist the property owners desire to place each building on its own lot for possible future sale. With the adoption of covenants, conditions and restrictions, the project will be able to circulate, park in common and provide the means to maintain the property by the collective ownership.

### **ENVIRONMENTAL ANALYSIS**

The project is Categorically Exempt according to Section 15315 Minor Land Divisions.

### **FINANCIAL IMPLICATIONS TO CITY**

There are no significant cost implications to the City for this development.

### **RECOMMENDATION**

"I move the City Council approve Resolution No. 67-2010 determining the project is Categorically Exempt and approving the four lot parcel map (**Exhibit A**), subject to the Conditions of Approval (**Exhibit B**).

### **ATTACHMENTS**

1. Resolution No. 67-2010 including (**Exhibit A**) and (**Exhibit B**) Conditions of Approval.
2. 500' mailing list.

## CITY OF RANCHO CORDOVA

## RESOLUTION NO. 67-2010

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA  
APPROVING A TENTATIVE PARCEL MAP FOR ROCKINGHAM PLAZA,  
PROJECT # DD6856**

**WHEREAS**, Heritage House Exchange LLC (hereinafter referred to as Applicant) filed an application with the City of Rancho Cordova for a Parcel Map for a four lot split, located on the southwest corner of Rockingham Drive and Mather Field Road; and

**WHEREAS**, the Planning Commission held a public hearing on May 27, 2010 and at the conclusion approved the tentative parcel map, with conditions; and

**WHEREAS**, the City Council is the appropriate authority to hear and take action on this project; and

**WHEREAS**, the proposed project is located on real property in the incorporated portions of the City of Rancho Cordova more particularly described as APN 077-0040-042; and

**WHEREAS**, on June 21, 2010, the City Council considered the project request pursuant to the City of Rancho Cordova Zoning Code, and all other applicable state and local regulations during a properly noticed public hearing pursuant to Government Code Section 65090 and has duly considered all written and verbal testimony presented during the hearing; and

**NOW, THEREFORE, THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA  
HEREBY RESOLVES AS FOLLOWS:**

Approves the Tentative Parcel Map, subject to the following findings and supporting evidence:

1. Determine the Mitigated Negative Declaration is adequate and complete according to the Guidelines of the California Environmental Quality Act.

- a) Finding: The project has been reviewed and is in accordance with the Guidelines of the California Environmental Quality Act

Evidence: The project is Categorically Exempt according to Section 15315 Minor Land Divisions

2. Approve the Tentative Parcel Map, subject to the four lot parcel map (**Exhibit A**), and the Conditions of Approval (**Exhibit B**); supported by the following Findings and Evidence, in Section 66474 of the California Subdivision Map Act:

- a) Finding: Section 66474 of the California Subdivision Map Act requires a City to deny approval of a tentative map, if any of the findings are found to be true. In the case of the proposed map, none of the required findings were found to be true. The following evidence supports the map request:

Evidence:

1. The proposed project is consistent with the Countryside/Lincoln Village Planning Area of the General Plan and the current zoning and land uses are consistent with the allowed use table in the Commercial Mixed Use Zone.



2. The site is physically suitable to divide the parcel into four parcels that will allow each building to be placed on its own lot. The proposed parcels meet the lot size and parking requirements of the City of Rancho Cordova Zoning Code.
3. The site is physically suitable for the proposed density of development. The proposed lot design accommodates the small, multi-tenant use buildings along with required landscaping and parking on the site. Together, the proposed and existing uses are not expected to generate substantial traffic. There are four points of access which will sufficiently serve traffic movement into and out of the site.
4. The proposed project is categorically exempt per section 15315, Minor Land Divisions of the California Environmental Quality Act which allows the division of property in commercial parcels. Therefore the project is not likely to cause substantial environmental damage or substantially and avoidably injure fish or wildlife or their habitat.
5. The subdivision of one (1) parcel into four (4) would allow the existing buildings to be placed on individual lots and create four (4) new lots. The combined parking and internal access will be reciprocally connected by easement shown on the map, and Covenants, Conditions and Restrictions will govern the joint use and maintenance for the four parcels, which are common areas. The project will not disturb any undisturbed or contaminated soil, and best management practices will be required during any future construction.
6. Parcel D will have no public frontage and will be served by an access easements on Parcel A, B and C; and will be subject to the adopted CC&R's. The required access and parking will be met on site and will be mutually shared between the four parcels.

**BE IT FURTHER RESOLVED**, the City Council of the City of Rancho Cordova does hereby approve the project, subject to the Tentative Parcel Map (**Exhibit A**) and Conditions of Approval (**Exhibit B**).

**PASSED AND ADOPTED** by the City Council of the City of Rancho Cordova on the \_\_\_\_ day of \_\_\_\_, 2010 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

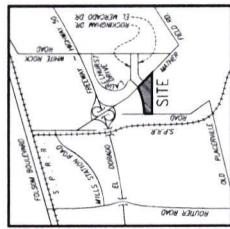
**ABSTAIN:**

\_\_\_\_\_  
Ken Cooley, Mayor

**ATTEST:**

\_\_\_\_\_  
Mindy Cuppy, City Clerk

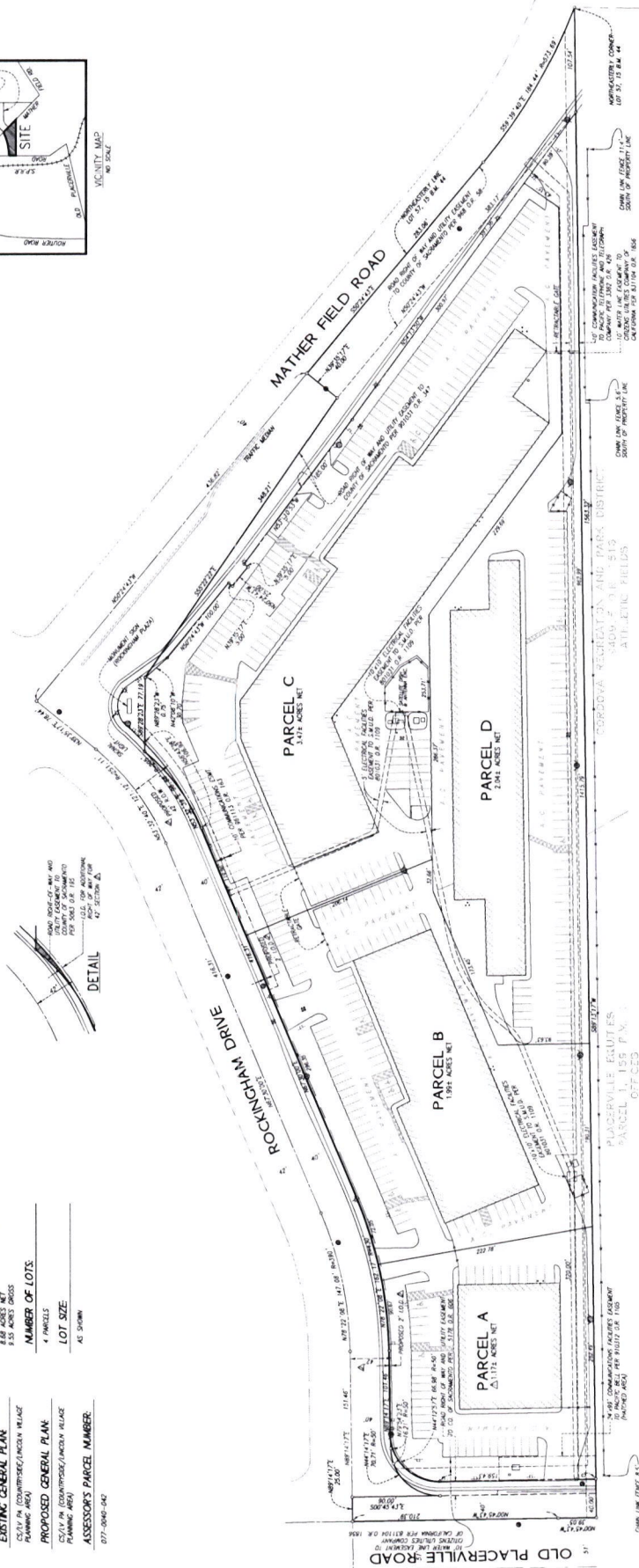
TENTATIVE MAP  
ROCKINGHAM PLAZA  
CITY OF RANCHO CORDOVA, CALIFORNIA  
MAY 2010  
SCALE: 1"=100'  
MSA ENGINEERING INC.  
PAGE 1 of 1



- LEGEND
- DIMENSION POINT
  - FIRE HYDRANT
  - MANHOLE (TYPE AS SHOWN)
  - STREET/PAVING LIGHT
  - SIGN
  - CURB LINE FENCE
  - DRAIN INLET
  - DRAIN OUTLET
  - OFFICIAL RECORDS OF SACRAMENTO COUNTY
  - ASPHALT CONCRETE
  - BOOK OF MAPS



|                                                                                                             |                                      |
|-------------------------------------------------------------------------------------------------------------|--------------------------------------|
| <b>OWNER</b>                                                                                                | <b>SEWER</b>                         |
| REVENUE SERVICE EXCHANGE LLC<br>1540 BLUE OAKS BOULEVARD, SUITE 200<br>DANVILLE, CA 94517<br>(925) 846-5799 | SACRAMENTO AREA SEWER DISTRICT       |
| <b>DEVELOPER</b>                                                                                            | <b>WATER SUPPLY</b>                  |
| SAME AS ABOVE                                                                                               | CAL-AM WATER                         |
| <b>ENGINEER</b>                                                                                             | <b>DRAINAGE</b>                      |
| MSA ENGINEERING<br>1540 BLUE OAKS BOULEVARD, SUITE 200<br>DANVILLE, CA 94517<br>(925) 846-5799              | SACRAMENTO COUNTY                    |
| <b>PROPOSED IMPROVEMENTS</b>                                                                                | <b>FIRE PROTECTION</b>               |
|                                                                                                             | SACRAMENTO METRO FIRE DISTRICT       |
|                                                                                                             | <b>SCHOOL DISTRICT</b>               |
|                                                                                                             | FOLSOM CORDOVA SCHOOL DISTRICT       |
|                                                                                                             | <b>PARK DISTRICT</b>                 |
|                                                                                                             | CORDOVA RECREATION AND PARK DISTRICT |
| <b>EXISTING USE</b>                                                                                         | <b>ELECTRIC</b>                      |
| COMMERCIAL AND OFFICE SPACE                                                                                 | S.M.E.D.                             |
| <b>PROPOSED USE</b>                                                                                         | <b>GAS</b>                           |
| COMMERCIAL AND OFFICE SPACE                                                                                 | PACIFIC GAS & ELECTRIC               |
| <b>EXISTING ZONING</b>                                                                                      | <b>PHONE</b>                         |
| CMU (COMMERCIAL MIXED USE)                                                                                  | ATT                                  |
| <b>PROPOSED ZONING</b>                                                                                      | <b>ADOREAGE</b>                      |
| CMU (COMMERCIAL MIXED USE)                                                                                  | 8.68 ACRES NET                       |
| <b>EXISTING GENERAL PLAN</b>                                                                                | 9.55 ACRES GROSS                     |
| CS-01 (COMMERCIAL/INDUSTRIAL RELAXED PLANNING AREA)                                                         | <b>NUMBER OF LOTS</b>                |
| <b>PROPOSED GENERAL PLAN</b>                                                                                | 4 PARCELS                            |
| CS-01 (COMMERCIAL/INDUSTRIAL RELAXED PLANNING AREA)                                                         | <b>LOT SIZE</b>                      |
| <b>ASSESSOR'S PARCEL NUMBER</b>                                                                             | AS SHOWN                             |
| 0177-0046-042                                                                                               |                                      |



MSA  
ENGINEERING

|      |           |    |    |
|------|-----------|----|----|
| DATE | 5/17/2010 | BY | CM |
| DATE | 5/17/2010 | BY | CM |
| DATE | 5/17/2010 | BY | CM |
| DATE | 5/17/2010 | BY | CM |



| Draft Conditions of Approval/Mitigation Measures |                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |         |                  |                                 |         |          |
|--------------------------------------------------|---------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------|------------------|---------------------------------|---------|----------|
| Section I Conditions of Approval                 |                                                                                                                                                                                                                                                                                                                                                                                                                                                                           | Timing  | Enforcing Agency | Verification Date and Signature | Monitor | Comments |
| 1.                                               | The entitlement approved is for a Tentative Parcel Map, to subdivide one parcel into four (4) parcels (APN 077-0040-042) as described in the Planning Commission staff report and Tentative Parcel Map (Exhibit A) and the conditions herein, for project number DD6856.                                                                                                                                                                                                  | ONGOING | PLANNING         |                                 | N       |          |
|                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |         |                  |                                 |         | 100      |
| 2.                                               | The Applicant shall hold harmless the City, its Council Members, its Planning Commission, officers, agents, employees, and representatives from liability for any award, damages, costs and fees incurred by the City and/or awarded to any plaintiff in an action challenging the validity of this permit or any environmental or other documentation related to approval of this permit. Applicant further agrees to provide a defense for the City in any such action. | ONGOING | PLANNING         |                                 | N       |          |
|                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |         |                  |                                 |         | 101      |
| 3.                                               | The Tentative Parcel Map approval is valid for three years from the date of City approval, unless an extension of time is subsequently approved per Government Code Section 66452.6(e).                                                                                                                                                                                                                                                                                   | ONGOING | PLANNING         |                                 | N       |          |
|                                                  |                                                                                                                                                                                                                                                                                                                                                                                                                                                                           |         |                  |                                 |         | 102      |

| Draft Conditions of Approval/Mitigation Measures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                    |                  |                                 |         |          |              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------|---------------------------------|---------|----------|--------------|
| Section I Conditions of Approval                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | Timing             | Enforcing Agency | Verification Date and Signature | Monitor | Comments | Internal ID# |
| <p>4. Reciprocal access and roadway maintenance agreements shall be provided for the interior roadways of the proposed complex. The roadway maintenance and reciprocal access agreements shall be record with the Public Records Office having jurisdiction and shall provide for the following:</p> <p>A. Provisions for the necessary repair and maintenance of the roadway surface.</p> <p>B. Removal of vegetation overgrowing the roadway and infringing on the roadway clear vertical height of thirteen feet six inches (13'6") and/or width of twenty feet (20')</p> <p>C. Provisions for the maintenance, repair, and/or replacement of NO PARKING-FIRE LANE signage or striping.</p> <p>D. Traffic calming measures, speed bumps, humps, etc. shall not be installed in fire apparatus access roadways.</p> <p>E. Provisions for the necessary repair and maintenance of vehicle unrestricted use of and access to the roadways covered by the agreements.</p> <p>F. Provisions for the control of vehicle parking in prohibited areas and a mechanism for the removal of vehicles illegally parked.</p> <p>G. Remove the parking spaces and provide red curbs in front of the existing fire hydrants along the south property line. The red curbs shall extend 15 feet east and 15 feet west from the fire hydrant at each location.</p> | FINAL MAP - RECORD | METRO FIRE       |                                 | N       |          | 107          |



| Draft Conditions of Approval/Mitigation Measures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  |                    |                  |                                 |         |          |              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------|---------------------------------|---------|----------|--------------|
| Section I Conditions of Approval                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                  | Timing             | Enforcing Agency | Verification Date and Signature | Monitor | Comments | Internal ID# |
| <p>5. Applicant shall prepare and receive approval of a code compliant landscape and maintenance plan. The plan must demonstrate conformance with Section 23.716 (inclusive) of the Zoning Code. Additionally, a report shall be presented by a certified arborist that outlines the pruning schedule for restoring the trees along Mather Field Road that were recently severely pruned. A monetary performance security for estimated costs for required pruning shall be provided to the City and shall be held until such time as pruning described in the arborist's report has been completed.</p> <p>Any required planting shall be installed in substantial conformance with the approved plan prior to the recordation of the map or in lieu of installation; a monetary performance security equivalent to the cost of the installation can be filed with the City.</p> | FINAL MAP - RECORD | PLANNING         |                                 | N       |          | 108          |
| <p>6. Applicant shall prepare Conditions, Covenants and Restrictions to provide for, including but not limited to methods for common maintenance and access, enforcement, for the common areas shared by the four parcels. The CC&amp;R's shall be reviewed and approved by the City Attorney's office to form and content. The City reserves the right to review and approve any significant changes to the CC&amp;R's after the final recordation of the map.</p>                                                                                                                                                                                                                                                                                                                                                                                                               | FINAL MAP - RECORD | PLANNING         |                                 | N       |          | 109          |

| Draft Conditions of Approval/Mitigation Measures                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          |                    |                  |                                 |         |          |              |
|-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|------------------|---------------------------------|---------|----------|--------------|
| Section I Conditions of Approval                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                          | Timing             | Enforcing Agency | Verification Date and Signature | Monitor | Comments | Internal ID# |
| 7. Property Owner/Applicant shall participate in a funding mechanism for maintenance of any existing or new publicly maintained frontage and median landscaping associated with the project by annexation to the City Landscape Maintenance Community Facilities District. All costs associated with the annexation shall be borne by the Property Owner/Applicant. Contact: Elizabeth Sparkman at (916) 851-8714 as there may be a 2-3 month lead time to satisfy this condition.                                                                                                                                                                        | FINAL MAP - RECORD | PUBLIC WORKS     |                                 | N       |          | 103          |
| 8. Property Owner/Applicant shall participate in a funding mechanism for maintenance services for the fair share of existing and all new public improvements associated with the project including but not limited to streets, bridges/culverts, traffic signals, traffic signs, striping and legends, ITS operations, and street lights. This may be accomplished through annexation to the City Road Maintenance Community Facilities District. All costs associated with the annexation shall be borne by the Property Owner/Applicant. Contact: Elizabeth Sparkman at (916) 851-8714 as there may be a 2-3 month lead time to satisfy this condition. | FINAL MAP - RECORD | PUBLIC WORKS     |                                 | N       |          | 104          |
| 9. The parcel map shall indicate the area that is subject to future road improvement on Rockingham drive, and a note shall be placed on the map requiring an Irrevocable Offer of Dedication to the City of Rancho Cordova to the satisfaction of the Public Works Department.                                                                                                                                                                                                                                                                                                                                                                            | FINAL MAP - RECORD | PUBLIC WORKS     |                                 | N       |          | 105          |
| 10. Applicant shall record a Reciprocal Access and Parking Agreement giving parcels 1, 2, 3, and 4 access to all parking lots. A note shall be placed on the Final Parcel Map stating that "Reciprocal access and parking between parcels shown hereon shall be granted/reserved prior to the sale and/or re-conveyance of said parcels."                                                                                                                                                                                                                                                                                                                 | FINAL MAP - RECORD | PUBLIC WORKS     |                                 | N       |          | 106          |



| Draft Conditions of Approval/Mitigation Measures |                                                                                                                                                                                                                                                                  |                    |                                |                                 |         |              |
|--------------------------------------------------|------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|--------------------|--------------------------------|---------------------------------|---------|--------------|
| Section I Conditions of Approval                 |                                                                                                                                                                                                                                                                  | Timing             | Enforcing Agency               | Verification Date and Signature | Monitor | Comments     |
| 11.                                              | Sewer service shall continue to be provided by the SASD infrastructure to the existing sewer service laterals. Required modifications, if any, shall be the satisfaction of the SASD. The SASD Design Standards apply to any on and off site sewer construction. | FINAL MAP - RECORD | SACRAMENTO AREA SEWER DISTRICT |                                 | N       |              |
| 12.                                              | Each parcel with a sewer source shall have a separate connection to the SASD public sewer system.                                                                                                                                                                | FINAL MAP - RECORD | SACRAMENTO AREA SEWER DISTRICT |                                 | N       |              |
| 13.                                              | Parcel D will be land locked. Demonstrate to SASD the existence of, or if required, obtain a minimum 10-foot wide private sewer service easement across Parcels C and B to the SASD sewer collector.                                                             | FINAL MAP - RECORD | SACRAMENTO AREA SEWER DISTRICT |                                 | N       |              |
|                                                  |                                                                                                                                                                                                                                                                  |                    |                                |                                 |         | Internal ID# |
|                                                  |                                                                                                                                                                                                                                                                  |                    |                                |                                 |         | 110          |
|                                                  |                                                                                                                                                                                                                                                                  |                    |                                |                                 |         | 111          |
|                                                  |                                                                                                                                                                                                                                                                  |                    |                                |                                 |         | 112          |

## CITY OF RANCHO CORDOVA PLANNING

### LETTER OF CERTIFICATION

This form is to be completed by the person/firm preparing the map and list of property owners **and residents of absentee owners** within five hundred feet (500') of the project site.

State of California  
County of Sacramento  
City of Rancho Cordova

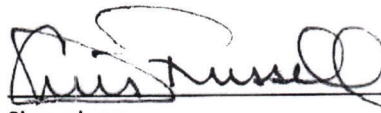
I, Chris Russell hereby certify that attached list and labels contain the names and addresses of all persons having ownership, as they appear on the latest available assessment roll of the County of Sacramento and in the case of an absentee owner, **the addresses of all renters or lessees** of said address within the area described and for a distance of five hundred feet (500') from the exterior boundaries of the project site.



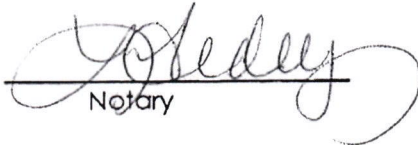
I/we certify (or declare under penalty of perjury under the laws of the State of California) that the foregoing is true and correct.

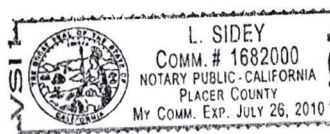
Chris Russell

Print Name

  
Signature

Subscribed and sworn to (or affirmed) before me on the 8 day of March 2010,  
by Chris Russell proved to me on the basis of satisfactory evidence to be  
the person(s) who appeared before me.

  
Notary



(Notary Seal)

**Note: Rancho Cordova Planning can notarize this form.  
Please call ahead to confirm the Notary will be available.**





077-0040-042

HERITAGE HOUSE EXCHANGE  
PO BOX 38  
DAVIS, CA 95617

077-0040-044

PUBLIC STORATE PROPERTIES XV  
PO BOX 25025  
GLENDALE, CA 91201

077-0040-048

ELOHIM ENT INC.  
1440 MISSIN AVE  
OCEANSIDE, CA 92054

077-0040-051

WENTZ INVESTMENT GROUP  
12345 HYDE PARK LN.  
AUBURN, CA 95603

077-0040-052

JA & GA NAIFY  
8615 ELDER CREEK RD #200  
SACRAMENTO, CA 95828

077-0050-040

HARDCASTLE MARITAL TRUST  
11347 FOLSOM BLVD.  
SACRAMENTO, CA 95827

077-0050-042

JR & CR COMPANY LLC  
15021 ANILLO WAY  
RANCHO MURIETA, CA 95683

077-0050-043

ROBERT & HELENE CONNELLY  
35 ALAMO OAKS LANE  
ALAMO, CA 94507

077-0050-044

VOLEN PROPERTIES 9 LLC  
3350 WATT AVE  
SACRAMENTO, CA 95821

077-0050-046

DIALYSIS CLINIC INC  
1633 CHURCH ST  
NASHVILLE, TN 37203

077-0050-075

PLACERVILLE EQUITITES LLC  
520 SW SIXTH AVE. #610  
PORTLAND, OR 97204

077-0050-076

SUTTER HEALTH  
PO BOX 163119  
SACRAMENTO, CA 95816

077-0050-077

CORDOVA RECREATION DIST.  
2197 CHASE DRIVE  
RANCHO CORDOVA, CA 95670

077-0050-082

FORTUNE FIFTY ASSOCIATES  
10411 OLD PLACERVILLE RD #215  
SACRAMENTO, CA 95827

077-0050-083

PERINS PROPERTIES LLC  
2127 FITE CIRCLE  
SACRAMENTO, CA 95827

077-0121-008

AMFP I ASHGROVE LLC  
210 LEXINGTON AVE #2821  
NEW YORK, NY 10170

077-0121-010

PIRA SINGH 2007 REVOCABLE  
3921 MATHER FIELD RD  
RANCHO CORDOVA, CA 95670

077-0123-002

DAVID & SUZUKO REILLY  
10408 ROCKINGHAM DR.  
RANCHO CORDOVA, CA 95670

077-0123-010

HEATER FAMILY 1994 REVOCABLE  
5524 OAK HILLS CT  
CARMICHAEL, CA 95608

077-0123-011

HEATER FAMILY 1994 REVOCABLE  
5524 OAK HILLS CT  
CARMICHAEL, CA 95608

077-0240-004

CITY OF RANCHO CORDOVA  
2729 PROPSECT PARK DR.  
RANCHO CORDOVA, CA 95670

077-0240-005

VIRGINIA B MILLER TRUST  
4920 MOUNTAIN LN  
SALT LAKE CITY, UT 84124

077-0240-006

AL AMARLOUS LP  
PO BOX 5974  
SAN JOST, CA 95150

077-0240-007

PACIFIC COAST SLAVIC BAPTIST  
PO BOX 188122  
SACRAMENTO, CA 85818

077-0240-008

AHSAN-A KAZMI  
3738 HAWAII CT  
PLEASANTON, CA 94588

077-0240-009

ROBERT & DIANE CLOUSE  
724 YOSEMITE DR.  
LIVERMORE, CA 94551

077-0240-010

ALBERT F BAUER DECLN TRUST  
7057 TIMBERROSE WAY  
ROSEVILLE, CA 95747

077-0240-011

ARMANDO & PETRA BARRON  
10439 EL MERCADO DR  
RANCHO CORDOVA, CA 95670

077-0240-017

CITY OF RANCHO CORDOVA  
2729 PROPSECT PARK DR.  
RANCHO CORDOVA, CA 95670

077-0240-049

EL MERCADO APTS LP  
PO BOX 7185  
STOCKTON, CA 95267

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GORDON FAMILY LP  
PO BOX 368  
HEALDSBURG, CA 95448

077-0350-006  
GRACE MISSION CHURCH  
10561 OLD PLACERVILLE RD  
SACRAMENTO, CA 95827

077-0350-007  
RICKERT C HENRICKSEN  
10555 OLD PLACERVILLE RD  
SACRAMENTO, CA 95827

077-0350-008  
MALANEY FAMILY REVOCABLE  
3205 RAMOS CIRCLE  
SACRAMENTO, CA 95827

077-0350-009  
NETA ADAMS & EUGENE NORMAN  
3209 RAMOS CIRCLE  
SACRAMENTO, CA 95827

077-0350-020  
ARMENIAN PENTECOSTAL CHURCH  
3208 RAMOS CIRCLE  
SACRAMENTO, CA 95827

077-0350-021  
CA. SOCIETY OF ENROLLED AGENT  
3200 RAMOS CIRCLE  
SACRAMENTO, CA 95827

077-0350-034  
PIONEER FIFTY BUSINESS CENTER  
PO BOX 26265  
SACRAMENTO, CA 95827

077-0050-024  
CAMBRIDGE GARDENS LLC  
PO BOX 368  
HEALDSBURG, CA 95448

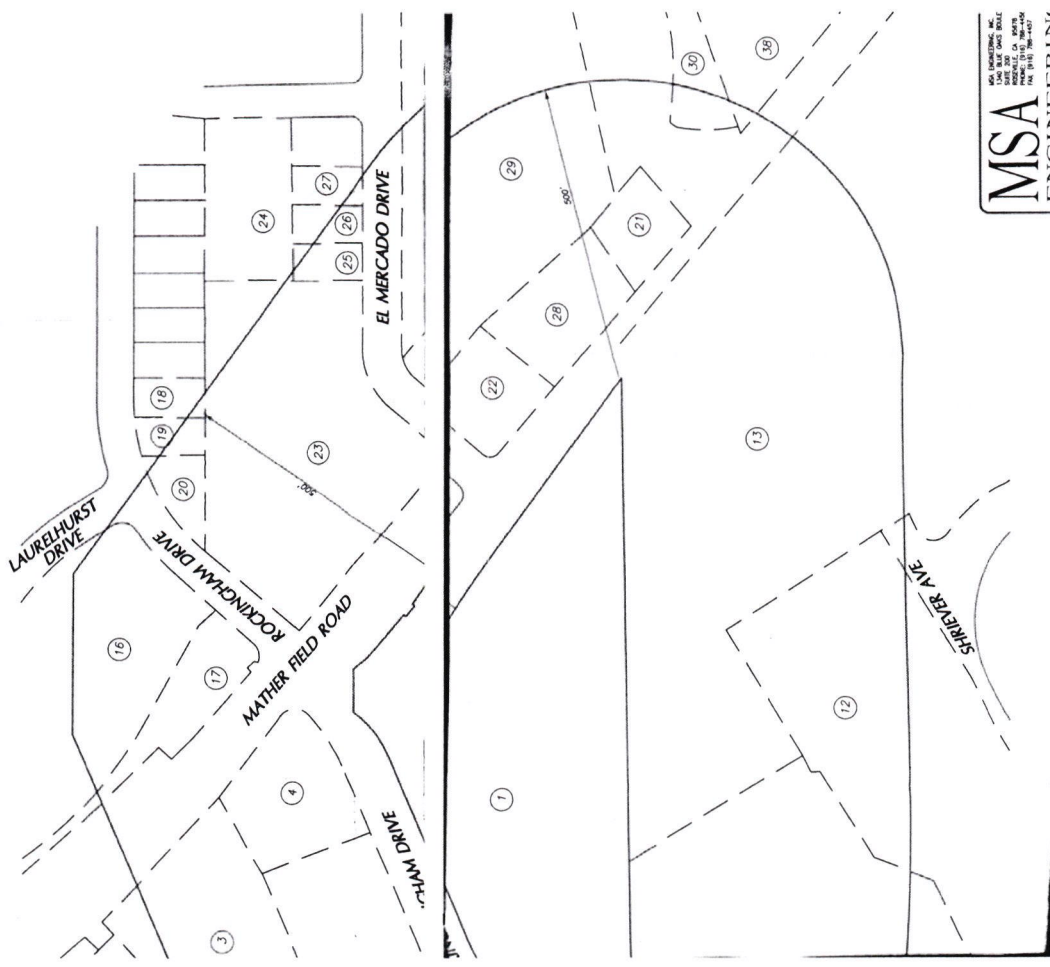
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- 3 077-0040-046 CLOVE ENT INC
- 4 077-0040-051 WENTZ INVESTMENT GROUP
- 5 077-0040-052 JA & CA MITY
- 6 077-0050-040 HARBORCASTLE MARITAL TRUST
- 7 077-0050-042 JR & CR COMPANY LLC
- 8 077-0050-043 ROBERT & HELENE CONNELLY
- 9 077-0050-044 VOLVO PROPERTIES & LLC
- 10 077-0050-046 DANLOS CLINIC INC
- 11 077-0050-075 PLACERVILLE EQUITIES LLC
- 12 077-0050-076 SUTTER HEALTH
- 13 077-0050-077 CORDOVA RECREATION DIST

- 14 077-0050-083 PERMS PROPERTIES LLC
- 15 077-0121-008 AMP 1 ASHBORE LLC
- 16 077-0121-010 PMA SINGH 2007 REVOCABLE
- 17 077-0121-002 DAVID & SUZUKO KELLY
- 18 077-0121-010 HEATER FAMILY 1994 REVOCABLE
- 19 077-0121-011 HEATER FAMILY 1994 REVOCABLE
- 20 077-0240-004 CITY OF RANCHO CORDOVA
- 21 077-0240-005 AL MARELOUS LP
- 22 077-0240-006 VIKRAM B MILLER TRUST
- 23 077-0240-007 PACIFIC COAST SLAVIC BAPTIST
- 24 077-0240-008 ANJAN A KAZMI
- 25 077-0240-009 ROBERT & DANE CLOUSE
- 26 077-0240-010 ALBERT F BAUER DECLIN TRUST
- 27 077-0240-017 CITY OF RANCHO CORDOVA
- 28 077-0240-049 EL MERCADO APTS LP
- 29 077-0240-050 GORDON FAMILY LP
- 30 077-0350-008 GRACE WISDOM CHURCH
- 31 077-0350-007 ROBERT C HENRIKSEN
- 32 077-0350-008 WALNEY FAMILY REVOCABLE
- 33 077-0350-009 NETA ADAMS & EUGENE NORMAN
- 34 077-0350-020 AMENMAN PENTECOSTAL CHURCH
- 35 077-0350-021 CA SOCIETY OF ENROLLED AGENT
- 36 077-0350-021 PIONEER BFTY BUSINESS CENTER
- 37 077-0350-024 CAMBRIDGE GARDENS LLC
- 38 077-0350-024

## MEMORANDUM



**DATE:** June 21, 2010  
**TO:** Honorable Mayor and Council Members  
**FROM:** Cyrus Abhar, Public Works Director, Donna Silva, Finance Director  
**SUBJECT:** DISCUSSION OF UPDATES TO CONSTRUCTION/BUILDING PERMIT FEES  
CONTINUED FROM JUNE 7, 2010

---

### RECOMMENDATION

That Council evaluates and selects an option for adjustments to Construction Permit fees.

### RESULT OF RECOMMENDED ACTION

Following presentation by staff of options for consideration and based on direction provided by the City Council, staff will subsequently prepare a Fee Schedule and return to Council on July 6, 2010 for adoption of Resolution No. 49-2010.

### BACKGROUND

The concepts of full cost recovery and fee adjustments for services provided by the Building & Safety Division have previously been discussed with Council on May 17, 2010, May 25, 2010, and most recently on June 7, 2010. After continued discussion on possible levels of fee increases, staff was directed to prepare and quantify options for fee increases and return to present those alternatives on June 21, 2010.

In response to Council direction on June 7, 2010, staff has prepared several options for consideration ranging from increasing fees to achieve full cost recovery to doing nothing (no increases), and several options in between.

#### **Options for Fee Increases**

Summarizing from previous discussions, if all fees were implemented at the rates identified in the User Fee Study to achieve full cost recovery, the additional revenue generated by the fee increases would be approximately \$357,000 based on the projected FY 10/11 permit activity.

#### **Summary of User Fee Study Fee Increases**

|                                                      |            |
|------------------------------------------------------|------------|
| Additional Revenue Identified for Full Cost Recovery | \$ 491,000 |
| General Customer Service & Other Non-Fee Services    | \$ 134,000 |
| Total Revenue Increase/Subsidy                       | \$ 357,000 |

Staff is presenting five options for consideration. The options are attached to the staff report and summarized below. Option 1 is the full cost recovery option and is the same information that



was presented on June 7, 2010. Options 2 through 4 reflect the increase in each fee category if fees were implemented at 50%, 33% and 20% of the full cost recovery, respectively. For example, if the fee increase in Option 1 for a particular fee category is \$180, it would be a \$90 fee increase for Option 2, \$60 for Option 3, and \$36 for Option 4. Option 5 shows fee adjustments if fees are increased by the lesser of 20% or full cost recovery. Thus no fee could increase by more than 20% under this option.

A summary of the fee increase for the various options is shown below.

| Permit Type                                                         | Existing Fee | Increase in Fee as a Percent of Full Cost Recovery Fee Increase |                  |                  |                  |                                              |
|---------------------------------------------------------------------|--------------|-----------------------------------------------------------------|------------------|------------------|------------------|----------------------------------------------|
|                                                                     |              | Option 1<br>100%                                                | Option 2<br>50%  | Option 3<br>33%  | Option 4<br>20%  | Option 5<br>Lesser of<br>20% or<br>Full Cost |
| Single Family Homes                                                 | \$2,399      | \$ 180                                                          | \$ 90            | \$ 60            | \$ 36            | \$ 180                                       |
| Residential additions, alternations, remodels                       | \$ 476       | \$ 460                                                          | \$ 230           | \$ 152           | \$ 92            | \$ 95                                        |
| Reroofs, other structures, demolitions                              | \$ 250       | \$ 175                                                          | \$ 88            | \$ 58            | \$ 35            | \$ 50                                        |
| Plumbing, Mechanical, Electrical (PME)                              | \$ 167       | \$ 225                                                          | \$ 113           | \$ 74            | \$ 45            | \$ 33                                        |
| Swimming Pools                                                      | \$ 640       | \$ 188                                                          | \$ 94            | \$ 62            | \$ 38            | \$ 128                                       |
| Commercial and Non-Residential new, additions, alterations, repairs | \$ 4,253     | \$ 123                                                          | \$ 61            | \$ 41            | \$ 25            | \$ 123                                       |
| Commercial Signs                                                    | \$ 242       | \$ 87                                                           | \$ 44            | \$ 29            | \$ 17            | \$ 48                                        |
| <b>TOTAL ADDITIONAL REVENUE GENERATED</b>                           | <b>\$ 0</b>  | <b>\$375,211</b>                                                | <b>\$178,756</b> | <b>\$117,979</b> | <b>\$ 71,502</b> | <b>\$116,389</b>                             |

Council also asked for an option where fee increases would be capped at the regional average. Staff is currently compiling data from surrounding jurisdictions in Sacramento County. Because not all of the regional data was available at the time of the preparation of this staff report, that option will be presented at the Council meeting based on information available at that time.

### **Fee Resolution – Next Steps**

Following presentation by staff, Council is requested to consider the alternatives and select the appropriate levels of fee increases for implementation. Council should then direct staff to prepare a Fee Schedule for updating the Construction Permit fees, also referred to commonly as the building permit fees, and return at the next Council meeting to adopt the Fee Schedule by Resolution.

As a matter of timing, since the new building permit fees will not go into effect until 60 days after adoption of a Resolution, it has been determined by the City Attorney that the second reading of Ordinance No. 6-2010 that amended Chapter 16.90 of the Rancho Cordova Municipal Code to remove the Fee Schedule for Construction Permits should be continued to Council meeting 30 days following adoption of the Fee Schedule. This will result in the Fee Schedule being removed from the ordinance to coincide with the effective date of the Fee Schedule adopted by Resolution.

### **ATTACHMENT**

Options 1-5 – Fee Rates for Cost Recovery.

**OPTION 1**  
**FEE RATES FOR FULL COST RECOVERY**

| PERMIT TYPE                                                         | Projected<br>FY 10/11<br>Volume | Existing<br>Average Fee | Full Cost<br>Recovery<br>Fee | Full Cost Recovery |                     |                      |
|---------------------------------------------------------------------|---------------------------------|-------------------------|------------------------------|--------------------|---------------------|----------------------|
|                                                                     |                                 |                         |                              | Increase in<br>Fee | Percent<br>Increase | Increased<br>Revenue |
| <b><u>Residential Permits</u></b>                                   |                                 |                         |                              |                    |                     |                      |
| Single Family Homes                                                 | 204                             | \$2,399                 | \$2,579                      | \$180              | 8%                  | \$36,788             |
| Residential additions, alterations, remodels                        | 107                             | \$476                   | \$935                        | \$460              | 31%-160%            | \$49,197             |
| <b><u>Residential and Non-Residential Permits</u></b>               |                                 |                         |                              |                    |                     |                      |
| Reroofs, Other Structures, Demolition                               | 562                             | \$250                   | \$431                        | \$175              | 70%                 | \$98,385             |
| Plumbing, Mechanical, Electrical (PME)                              | 671                             | \$167                   | \$448                        | \$225              | 34% - 200%          | \$150,639            |
| Swimming Pools                                                      | 22                              | \$640                   | \$828                        | \$188              | 29%                 | \$4,136              |
| <b>Commercial Permits</b>                                           |                                 |                         |                              |                    |                     |                      |
| Commercial and Non-Residential new, additions, alterations, repairs | 111                             | \$4,253                 | \$4,376                      | \$123              | 3%                  | \$13,629             |
| Commercial Signs                                                    | 51                              | \$242                   | \$329                        | \$87               | 36%                 | <u>\$4,437</u>       |
| <b>TOTAL FEES FROM INCREASES</b>                                    |                                 |                         |                              |                    |                     | <b>\$357,211</b>     |



## OPTION 2

| PERMIT TYPE                                                         | Projected<br>FY 10/11<br>Volume | Existing<br>Average Fee | Full Cost<br>Recovery<br>Fee | Partial Cost Recovery<br>50% of Full Cost Increase [1] |                    |                   |                                |
|---------------------------------------------------------------------|---------------------------------|-------------------------|------------------------------|--------------------------------------------------------|--------------------|-------------------|--------------------------------|
|                                                                     |                                 |                         |                              | Alternative<br>Fee                                     | Increase in<br>Fee | % Fee<br>Increase | Increased<br>Annual<br>Revenue |
| <b>Residential Permits</b>                                          |                                 |                         |                              |                                                        |                    |                   |                                |
| Single Family Homes                                                 | 204                             | \$2,399                 | \$2,579                      | \$2,489                                                | \$90               | 4%                | \$18,394                       |
| Residential additions, alterations, remodels                        | 107                             | \$476                   | \$935                        | \$705                                                  | \$230              | 48%               | \$24,599                       |
| <b>Residential and Non-Residential Permits</b>                      |                                 |                         |                              |                                                        |                    |                   |                                |
| Reroofs, Other Structures, Demolition                               | 562                             | \$250                   | \$431                        | \$338                                                  | \$88               | 35%               | \$49,175                       |
| Plumbing, Mechanical, Electrical (PME)                              | 671                             | \$167                   | \$448                        | \$280                                                  | \$113              | 67%               | \$75,488                       |
| Swimming Pools                                                      | 22                              | \$640                   | \$828                        | \$734                                                  | \$94               | 15%               | \$2,068                        |
| <b>Commercial Permits</b>                                           |                                 |                         |                              |                                                        |                    |                   |                                |
| Commercial and Non-Residential new, additions, alterations, repairs | 111                             | \$4,253                 | \$4,376                      | \$4,315                                                | \$61               | 1%                | \$6,814                        |
| Commercial Signs                                                    | 51                              | \$242                   | \$329                        | \$286                                                  | \$44               | 18%               | \$2,219                        |
| <b>TOTAL FEES FROM INCREASES</b>                                    |                                 |                         |                              |                                                        |                    |                   | <b>\$178,756</b>               |

[1] Fee increase to achieve full cost recovery is shown in Option 1. This option is based on a fee increase equal to 50% of Option 1 full cost recovery increase. For example, if the Option 1 increase is \$180, then this Option is based on 50% of that, or \$90.

### OPTION 3

| PERMIT TYPE                                                         | Projected<br>FY 10/11<br>Volume | Existing<br>Average Fee | Full Cost<br>Recovery<br>Fee | 33% of Full Cost Increase [1] |                    |                   |                                |
|---------------------------------------------------------------------|---------------------------------|-------------------------|------------------------------|-------------------------------|--------------------|-------------------|--------------------------------|
|                                                                     |                                 |                         |                              | Alternative<br>Fee            | Increase in<br>Fee | % Fee<br>Increase | Increased<br>Annual<br>Revenue |
| <b><u>Residential Permits</u></b>                                   |                                 |                         |                              |                               |                    |                   |                                |
| Single Family Homes                                                 | 204                             | \$2,399                 | \$2,579                      | \$2,458                       | \$60               | 2%                | \$12,140                       |
| Residential additions, alterations, remodels                        | 107                             | \$476                   | \$935                        | \$627                         | \$152              | 32%               | \$16,235                       |
| <b><u>Residential and Non-Residential Permits</u></b>               |                                 |                         |                              |                               |                    |                   |                                |
| Reroofs, Other Structures, Demolition                               | 562                             | \$250                   | \$431                        | \$308                         | \$58               | 23%               | \$32,456                       |
| Plumbing, Mechanical, Electrical (PME)                              | 671                             | \$167                   | \$448                        | \$241                         | \$74               | 44%               | \$49,822                       |
| Swimming Pools                                                      | 22                              | \$640                   | \$828                        | \$702                         | \$62               | 10%               | \$1,365                        |
| <b>Commercial Permits</b>                                           |                                 |                         |                              |                               |                    |                   |                                |
| Commercial and Non-Residential new, additions, alterations, repairs | 111                             | \$4,253                 | \$4,376                      | \$4,294                       | \$41               | 1%                | \$4,498                        |
| Commercial Signs                                                    | 51                              | \$242                   | \$329                        | \$271                         | \$29               | 12%               | \$1,464                        |
| <b>TOTAL FEES FROM INCREASES</b>                                    |                                 |                         |                              |                               |                    |                   | <b>\$117,979</b>               |

[1] Fee increase to achieve full cost recovery is shown in Option 1. This option is based on a fee increase equal to 33% of Option 1 full cost recovery increase. For example, if the Option 1 increase is \$180, then this Option is based on 33% of that, or \$60.



## OPTION 4

[1] Fee increase to achieve full cost recovery is shown in Option 1. This option is based on a fee increase equal to 20% of Option 1 full cost recovery increase. For example, if the Option 1 increase is \$180, then this Option is based on 20% of that, or \$36.

## OPTION 5

[1] Fee increase set at level to achieve full cost recovery but capped at maximum 20% increase if full cost recovery was greater than 20%.



## MEMORANDUM



**DATE:** June 21, 2010

**TO:** Honorable Mayor and Council Members

**FROM:** Donna Silva, Finance Director

**SUBJECT:** RESCISSION OF RESOLUTION NO. 52-2010 AND RE-ADOPTION OF THE FISCAL YEAR 2010/2011 OPERATING BUDGET FOR THE CITY OF RANCHO CORDOVA

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### **RECOMMENDATION**

Rescind Resolution No. 52-2010 adopted on June 7, 2010 and re-adopt the Fiscal Year 2010/2011 Operating Budget for the City of Rancho Cordova by approving Resolution No. 68-2010.

### **RESULT OF RECOMMENDED ACTION**

Upon rescission of Resolution No. 52-2010 and adoption of Resolution No. 68-2010 any ambiguities that may have been created in the adoption of the budget at the June 7, 2010 City Council meeting will have been cleared. The budget adopted on June 21, 2010 will be in balance and will be considered the Original Operating Budget for Fiscal Year 2010/2011.

### **BACKGROUND**

The fiscal year 2010/2011 Proposed Operating Budget for the City of Rancho Cordova (the "Budget") was prepared and presented to Council and the community, at the June 7, 2010 City Council meeting, under the assumption that all User Fees would be adjusted to achieve full cost recovery on those services. Prior to presentation of the budget, the Council had approved all fee adjustments except for Construction Permit Fees ("building permits). The discussion of Building Permits took place concurrently with the presentation of the budget. The City Council determined that they did not desire to adjust all Building Permits to full cost. This created a budget shortfall of \$325,000. Additionally, on June 7, Council and staff were advised of additional Cable Franchise Fee Revenues to be received in fiscal year 2010/2011 of \$140,000.

The Council ultimately adopted the Budget (via approval of Resolution No. 52-2010) without approving the building permit fee increases, which was partially offset by the additional Cable Franchise Fee Revenues. The budget as adopted had a shortfall of \$185,000. Council requested staff to return on June 21, 2010 with more options on Building Permit fee adjustments and a plan to bring the budget back into balance.

This is a budget document, a plan, and there is much uncertainty regarding revenues in 2010/2011 for many reasons. Economic indicators are suggesting that we have entered a period of slow economic growth (very slow, but no longer a recession). We have yet to determine how budget actions from other agencies will impact our finances and next year represents our first year of revenues from the annexation area. This means that our budgeted revenues are already subject to slightly more uncertainty than is normal and customary.

Staff recommends against any further cuts, which would impact service levels to the community. City employees have already absorbed an 8.8% cut in salaries and benefits and the City has deferred projects and cut back on service contracts. Staff does not recommend making further service cuts unless absolutely necessary.

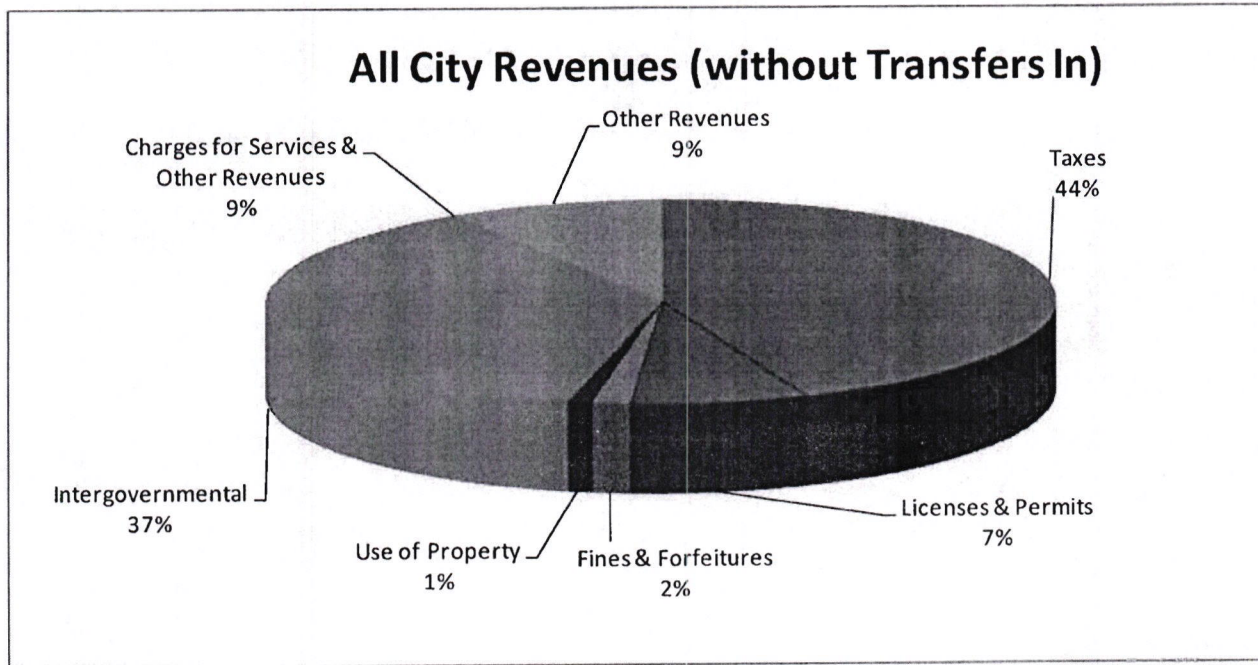
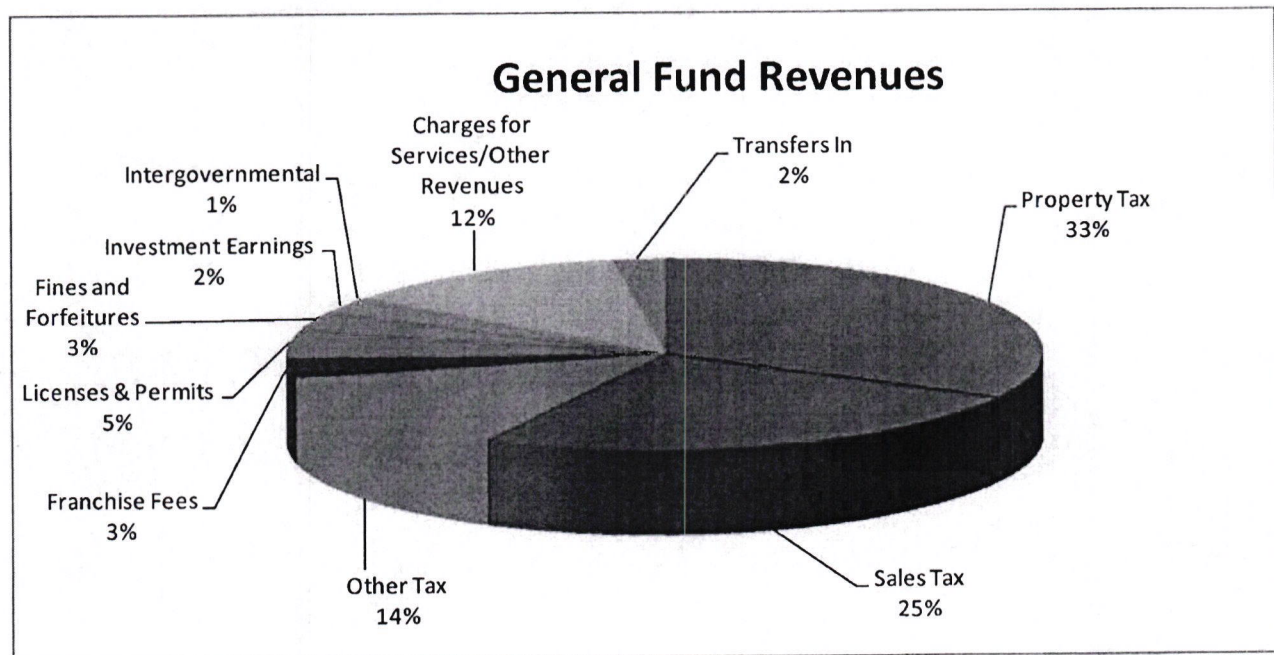
The City Council may or may not approve increases to the Building Permit Fees on June 21; however, staff is presenting a balanced budget for adoption on June 21. The budget, as revised, shows a reduction in Building Permit Revenues of \$325,000 and an increase of \$140,000 to Franchise Fee Revenues. We have closed the gap by planning for \$185,000 of "Other Revenues". If Council chooses to increase Building Permit fees it will contribute towards filling this small gap. The \$185,000 represents less than one-half of one-percent of the total expenditure budget, an amount small enough to be absorbed by any category of revenue.

Staff will continue to monitor and analyze our results of operations and will return, as is normal and customary in October for a financial update. Staff has a proven track record of delivering positive General Fund results and fiscal year 2010/2011 will be no different. Adjustments will be made throughout the year to address situations as they arise, be it additional or declining revenues.

### **ATTACHMENTS**

1. Replacement pages for Proposed Budget Fiscal Years 2010/2011.
2. Resolution No. 68-2010.



**WHERE THE MONEY COMES FROM****ALL CITY FUNDS \$80,235,450****GENERAL FUND \$39,279,300**



## FY 2010-11 SOURCES AND USES OF FUNDS

|                                            | General Fund         | Special Revenue        | Capital Projects     | Debt Service        | Enterprise          | Internal Service    | Redevelopment Agency | Agency                | Total City Funds       |
|--------------------------------------------|----------------------|------------------------|----------------------|---------------------|---------------------|---------------------|----------------------|-----------------------|------------------------|
| <b>Revenues:</b>                           |                      |                        |                      |                     |                     |                     |                      |                       |                        |
| Taxes                                      | \$ 28,032,000        | \$ 997,000             | \$ -                 | \$ -                | \$ -                | \$ -                | \$ 1,330,000         | \$ 5,010,000          | \$ 35,369,000          |
| Licenses & Permits                         | 1,841,900            | 3,942,950              | -                    | -                   | -                   | -                   | -                    | -                     | 5,784,850              |
| Fines & Forfeitures                        | 1,157,000            | 121,730                | -                    | -                   | -                   | -                   | -                    | -                     | 1,278,730              |
| Use of Property                            | 789,000              | -                      | -                    | -                   | -                   | -                   | -                    | -                     | 789,000                |
| Intergovernmental                          | 340,200              | 29,650,470             | -                    | -                   | -                   | -                   | -                    | -                     | 29,990,670             |
| Charges for Services & Other Revenues      | 6,227,200            | -                      | 796,000              | -                   | -                   | -                   | -                    | -                     | 7,023,200              |
| <b>Total Revenues</b>                      | <b>\$ 38,387,300</b> | <b>\$ 34,712,150</b>   | <b>\$ 796,000</b>    | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ -</b>         | <b>\$ 1,330,000</b>  | <b>\$ 5,010,000</b>   | <b>\$ 80,235,450</b>   |
| <b>Other Sources:</b>                      |                      |                        |                      |                     |                     |                     |                      |                       |                        |
| Transfers In                               | \$ 892,000           | \$ 100,000             | \$ 54,799,900        | \$ 1,951,100        | \$ -                | \$ 33,000           | \$ 1,108,000         | \$ -                  | \$ 58,884,000          |
| Proceeds from Debt                         | -                    | -                      | -                    | -                   | -                   | -                   | -                    | -                     | -                      |
| <b>Total Other Sources</b>                 | <b>\$ 892,000</b>    | <b>\$ 100,000</b>      | <b>\$ 54,799,900</b> | <b>\$ 1,951,100</b> | <b>\$ -</b>         | <b>\$ 33,000</b>    | <b>\$ 1,108,000</b>  | <b>\$ -</b>           | <b>\$ 58,884,000</b>   |
| <b>Total Revenues &amp; Other Sources</b>  | <b>\$ 39,279,300</b> | <b>\$ 34,812,150</b>   | <b>\$ 55,595,900</b> | <b>\$ 1,951,100</b> | <b>\$ -</b>         | <b>\$ 33,000</b>    | <b>\$ 2,438,000</b>  | <b>\$ 5,010,000</b>   | <b>\$ 139,119,450</b>  |
| <b>Expenditures:</b>                       |                      |                        |                      |                     |                     |                     |                      |                       |                        |
| Salaries                                   | \$ 5,133,700         | \$ 314,250             | \$ -                 | \$ -                | \$ -                | \$ -                | \$ 212,500           | \$ -                  | \$ 5,660,450           |
| Benefits                                   | 2,247,800            | -                      | -                    | -                   | -                   | -                   | -                    | -                     | 2,247,800              |
| Operations                                 | 24,022,700           | 5,583,950              | -                    | 5,100               | 71,900              | 25,000              | 944,400              | 186,500               | 30,839,550             |
| Capital Outlay                             | 244,400              | 198,200                | -                    | -                   | -                   | -                   | -                    | -                     | 442,600                |
| Capital Improvements                       | -                    | 3,266,300              | 55,595,900           | -                   | -                   | -                   | -                    | -                     | 58,862,200             |
| <b>Total Expenditures</b>                  | <b>\$ 31,648,600</b> | <b>\$ 9,362,700</b>    | <b>\$ 55,595,900</b> | <b>\$ 5,100</b>     | <b>\$ 71,900</b>    | <b>\$ 25,000</b>    | <b>\$ 1,156,900</b>  | <b>\$ 186,500</b>     | <b>\$ 98,052,600</b>   |
| <b>Other Uses:</b>                         |                      |                        |                      |                     |                     |                     |                      |                       |                        |
| Transfers Out                              | \$ 896,000           | \$ 46,126,200          | \$ -                 | \$ 837,000          | \$ -                | \$ 615,000          | \$ 1,548,800         | \$ 5,617,000          | \$ 55,640,000          |
| Debt Service                               | -                    | -                      | -                    | -                   | -                   | -                   | -                    | -                     | -                      |
| Principal & Interest                       | 6,714,700            | -                      | -                    | 1,946,000           | -                   | -                   | 192,000              | 4,248,300             | 13,101,000             |
| <b>Total Other Uses</b>                    | <b>\$ 7,610,700</b>  | <b>\$ 46,126,200</b>   | <b>\$ -</b>          | <b>\$ 2,783,000</b> | <b>\$ -</b>         | <b>\$ 615,000</b>   | <b>\$ 1,740,800</b>  | <b>\$ 9,865,300</b>   | <b>\$ 68,741,000</b>   |
| <b>Total Expenditures &amp; Other Uses</b> | <b>\$ 39,259,300</b> | <b>\$ 55,488,900</b>   | <b>\$ 55,595,900</b> | <b>\$ 2,788,100</b> | <b>\$ 71,900</b>    | <b>\$ 640,000</b>   | <b>\$ 2,897,700</b>  | <b>\$ 10,051,800</b>  | <b>\$ 166,793,600</b>  |
| <b>Difference</b>                          | <b>\$ 20,000</b>     | <b>\$ (20,676,750)</b> | <b>\$ -</b>          | <b>\$ (837,000)</b> | <b>\$ (71,900)</b>  | <b>\$ (607,000)</b> | <b>\$ (459,700)</b>  | <b>\$ (5,041,800)</b> | <b>\$ (27,674,150)</b> |
| <b>Est. Beginning Fund Balance</b>         | <b>\$ 27,151,233</b> | <b>\$ 55,350,854</b>   | <b>\$ 257,764</b>    | <b>\$ 2,697,672</b> | <b>\$ (71,971)</b>  | <b>\$ 1,496,388</b> | <b>\$ 2,097,800</b>  | <b>\$ 17,844,240</b>  | <b>\$ 106,823,981</b>  |
| <b>Est. Ending Fund Balance</b>            | <b>\$ 27,171,233</b> | <b>\$ 34,674,104</b>   | <b>\$ 257,764</b>    | <b>\$ 1,860,672</b> | <b>\$ (143,871)</b> | <b>\$ 889,388</b>   | <b>\$ 1,638,100</b>  | <b>\$ 12,802,440</b>  | <b>\$ 79,149,831</b>   |



# GENERAL FUND SUMMARY

|                                 | FY 2008 Actual | FY 2009 Actual | FY 2010 Budget | FY 2010<br>Estimated<br>Actual | FY 2011<br>Proposed<br>Budget |
|---------------------------------|----------------|----------------|----------------|--------------------------------|-------------------------------|
| <b>Revenues:</b>                |                |                |                |                                |                               |
| Taxes                           | \$ 30,169,998  | \$ 29,272,918  | \$ 28,362,000  | \$ 27,534,900                  | \$ 29,408,900                 |
| Licenses & Permits              | 2,459,526      | 2,179,527      | 1,963,900      | 2,163,600                      | 1,841,900                     |
| Fines & Forfeitures             | 671,908        | 668,109        | 826,800        | 981,300                        | 1,157,000                     |
| Investments/Use of Property     | 2,593,488      | 1,641,311      | 1,095,700      | 1,138,900                      | 789,000                       |
| Intergovernmental               | 1,364,640      | 1,237,574      | 754,000        | 891,600                        | 340,200                       |
| Charges for Services            | 5,179,470      | 4,115,636      | 4,376,900      | 2,830,900                      | 4,407,900                     |
| Other Revenue                   | 256,941        | 237,072        | 132,000        | 245,000                        | 442,400                       |
| Total Revenues                  | 42,695,971     | 39,352,147     | 37,511,300     | 35,786,200                     | 38,387,300                    |
| <b>Other Sources:</b>           |                |                |                |                                |                               |
| Transfers In                    | 299,263        | 852,853        | 1,192,600      | 1,019,300                      | 892,000                       |
| Total Revenues & Other Sources  | 42,995,234     | 40,205,000     | 38,703,900     | 36,805,500                     | 39,279,300                    |
| <b>Expenditures:</b>            |                |                |                |                                |                               |
| <b>Legislative:</b>             |                |                |                |                                |                               |
| City Council                    | 384,480        | 379,780        | 348,500        | 273,700                        | 320,400                       |
| Boards & Commissions            | 303,949        | 285,870        | 252,700        | 248,100                        | 277,100                       |
| City Attorney                   | 1,417,039      | 784,848        | 784,000        | 852,500                        | 860,500                       |
| City Clerk                      | 369,573        | 388,113        | 356,400        | 375,600                        | 340,400                       |
| Elections                       | 3,236          | 98,301         | 3,300          | 3,000                          | 31,500                        |
| Total Legislative               | 2,478,277      | 1,936,912      | 1,744,900      | 1,752,900                      | 1,829,900                     |
| <b>General Government:</b>      |                |                |                |                                |                               |
| City Manager                    | 1,018,741      | 1,074,362      | 961,800        | 1,039,100                      | 857,200                       |
| Administrative Support          | 369,749        | 398,911        | 357,200        | 397,300                        | 358,400                       |
| Communications                  | 570,044        | 305,623        | 318,200        | 324,000                        | 334,000                       |
| Human Resources                 | 364,890        | 425,237        | 434,400        | 431,300                        | 443,700                       |
| Finance                         | 1,020,284      | 1,127,088      | 1,102,700      | 1,140,800                      | 1,040,000                     |
| Information Technology          | 709,521        | 838,089        | 839,300        | 831,900                        | 849,400                       |
| Risk Management                 | 214,598        | 226,710        | 275,000        | 210,000                        | 211,100                       |
| Total General Government        | 4,267,827      | 4,396,020      | 4,288,600      | 4,374,400                      | 4,093,800                     |
| <b>Public Safety:</b>           |                |                |                |                                |                               |
| Police                          | 15,120,563     | 15,726,731     | 15,644,700     | 15,105,500                     | 15,491,400                    |
| Community Prosecutor            | 109,320        | 141,441        | -              | -                              | -                             |
| Total Public Safety             | 15,229,883     | 15,868,172     | 15,644,700     | 15,105,500                     | 15,491,400                    |
| <b>Community Development:</b>   |                |                |                |                                |                               |
| Planning                        | 2,214,036      | 1,662,984      | 1,271,600      | 1,448,100                      | 1,589,750                     |
| Building & Safety               | 2,106,309      | 1,559,303      | 1,048,700      | 1,059,000                      | 1,056,800                     |
| Facilities Management           | 1,448,224      | 1,237,793      | 1,034,400      | 982,600                        | 1,110,000                     |
| Economic Development            | 402,176        | 337,913        | 347,200        | 349,700                        | 333,100                       |
| Housing                         | 259,178        | 186,262        | 199,100        | 190,900                        | 216,300                       |
| Animal Services                 | 480,169        | 503,278        | 501,800        | 526,900                        | 446,200                       |
| Code Enforcement                | 575,338        | 510,581        | 697,700        | 722,600                        | 644,500                       |
| Total Community Development     | 7,485,430      | 5,998,114      | 5,100,500      | 5,279,800                      | 5,396,650                     |
| <b>Public Works</b>             | 3,005,762      | 2,631,162      | 4,012,100      | 2,354,200                      | 3,920,550                     |
| <b>Non-Departmental</b>         | 884,366        | 642,609        | 688,000        | 706,400                        | 916,300                       |
| Total Expenditures              | 33,351,545     | 31,472,989     | 31,478,800     | 29,573,200                     | 31,648,600                    |
| <b>Other Uses:</b>              |                |                |                |                                |                               |
| Transfers Out                   | 2,389,896      | 1,954,230      | 759,600        | 759,600                        | 896,000                       |
| Debt Service (Transition Costs) | 456,677        | -              | -              | -                              | -                             |
| Revenue Neutrality Payment      | 5,796,888      | 6,460,787      | 6,460,300      | 6,460,300                      | 6,714,700                     |
| Total Other Sources             | 8,643,461      | 8,415,017      | 7,219,900      | 7,219,900                      | 7,610,700                     |
| Total Expenditures & Other Uses | 41,995,006     | 39,888,006     | 38,698,700     | 36,793,100                     | 39,259,300                    |
| <b>Surplus/(Deficit)</b>        | \$ 1,000,228   | \$ 316,994     | \$ 5,200       | \$ 12,400                      | \$ 20,000                     |
| <b>Beginning Fund Balance</b>   | 25,821,610     | 26,821,838     | 27,138,832     | 27,144,032                     | 27,156,432                    |
| <b>Ending Fund Balance</b>      | 26,821,838     | 27,138,832     | 27,144,032     | 27,156,432                     | 27,176,432                    |



# GENERAL FUND REVENUE DETAIL

| Description                                  | 2008 Actual       | FY 2009 Actual    | FY 2010 Budget    | FY 2010 Estimated Actual | FY 2011 Proposed Budget |
|----------------------------------------------|-------------------|-------------------|-------------------|--------------------------|-------------------------|
| Property Taxes - Secured - Current           | \$ 7,683,492      | \$ 7,661,312      | \$ 7,552,000      | \$ 7,552,000             | \$ 7,378,500            |
| Property Taxes - Unsecured - Current         | 392,570           | 330,282           | 540,000           | 540,000                  | 523,600                 |
| Property Taxes - Supplemental                | 567,331           | 173,552           | 100,000           | 100,000                  | 4,000                   |
| Property Taxes - Secured/Unsecured - Prior   | 281,659           | 483,842           | 200,000           | 200,000                  | 300,000                 |
| Property Taxes - Motor Vehicle In-Lieu       | 5,118,290         | 5,097,792         | 4,769,000         | 4,881,300                | 4,750,000               |
| <b>Sub-Total Property Taxes</b>              | <b>14,043,342</b> | <b>13,746,780</b> | <b>13,161,000</b> | <b>13,273,300</b>        | <b>12,956,100</b>       |
| Sales Tax                                    | 2,228,449         | 2,321,736         | 2,252,000         | 1,997,600                | 2,000,000               |
| Sales Tax in Lieu                            | 7,076,275         | 6,719,154         | 6,175,000         | 6,175,000                | 7,748,000               |
| <b>Sub-Total Sales Tax</b>                   | <b>9,304,724</b>  | <b>9,040,890</b>  | <b>8,427,000</b>  | <b>8,172,600</b>         | <b>9,748,000</b>        |
| Transient Occupancy Tax                      | 2,518,771         | 2,183,506         | 2,300,000         | 1,700,000                | 2,074,500               |
| Utility Users Taxes                          | 1,930,878         | 1,953,249         | 2,100,000         | 2,000,000                | 1,961,400               |
| Homeowners' Subventions                      | 113,727           | 109,740           | 90,000            | 105,000                  | 100,000                 |
| Police Tax                                   | 629,177           | 768,138           | 900,000           | 900,000                  | 930,000                 |
| Property Transfer                            | 297,122           | 257,019           | 250,000           | 250,000                  | 262,000                 |
| <b>Sub-Total Other Taxes</b>                 | <b>5,489,675</b>  | <b>5,271,652</b>  | <b>5,640,000</b>  | <b>4,955,000</b>         | <b>5,327,900</b>        |
| <b>Sub-total All Taxes</b>                   | <b>28,837,741</b> | <b>28,059,322</b> | <b>27,228,000</b> | <b>26,400,900</b>        | <b>28,032,000</b>       |
| Metro Cable Franchise Fee                    | 303,083           | 319,918           | 300,000           | 300,000                  | 450,000                 |
| Residential Waste Franchise Fee              | 406,981           | 415,372           | 414,000           | 414,000                  | 414,000                 |
| Commercial Waste Franchise Fee               | 495,345           | 335,910           | 320,000           | 320,000                  | 371,000                 |
| PG&E Franchise Fee                           | 73,104            | 79,663            | 80,000            | 80,000                   | 74,000                  |
| Other Franchise Fee                          | 53,744            | 62,733            | 20,000            | 20,000                   | 67,900                  |
| <b>Sub-Total Franchise Fees</b>              | <b>1,332,257</b>  | <b>1,213,596</b>  | <b>1,134,000</b>  | <b>1,134,000</b>         | <b>1,376,900</b>        |
| Animal Licenses                              | 48,947            | 49,930            | 50,000            | 50,000                   | 50,000                  |
| Alarm Permits                                | 33,965            | 35,995            | 35,000            | 35,000                   | 35,000                  |
| General Business License                     | 149,836           | 130,791           | 150,000           | 130,000                  | 300,000                 |
| Special Business License                     | 21,030            | 27,143            | 25,000            | 24,000                   | 27,000                  |
| Employee Permits                             | 4,496             | 5,648             | 5,000             | 10,000                   | 25,100                  |
| Licenses - Other                             | 8,830             | 8,060             | 6,300             | 8,100                    | 38,100                  |
| Residential Building Permits                 | 1,877,343         | 1,058,899         | 840,000           | 1,160,000                | 686,000                 |
| Commercial Building Permits                  | 5,644             | 589,695           | 560,000           | 450,000                  | 375,000                 |
| Engineering Permits                          | 26,889            | 1,500             | -                 | -                        | -                       |
| Other Permits                                | 25,441            | 18,894            | 33,500            | 17,000                   | 18,400                  |
| Planning Fees                                | 2,249             | 12,683            | 3,000             | 7,500                    | 10,700                  |
| Housing Stock Fee                            | (10)              | -                 | -                 | -                        | -                       |
| City Hall Rental Fees                        | 64,414            | 59,310            | 60,000            | 44,000                   | 55,000                  |
| Street Sweeping Fees                         | 167,238           | 157,239           | 157,500           | 174,000                  | 170,000                 |
| Passports                                    | 22,843            | 14,797            | 8,000             | 10,000                   | 10,000                  |
| Vacation of Public Easement Fee              | -                 | 1,700             | -                 | -                        | -                       |
| Other Fees                                   | 371               | 7,243             | 30,600            | 44,000                   | 41,600                  |
| <b>Sub-total Licenses/Permits/Fees</b>       | <b>2,459,526</b>  | <b>2,179,527</b>  | <b>1,963,900</b>  | <b>2,163,600</b>         | <b>1,841,900</b>        |
| Traffic Citations                            | 247,172           | 187,832           | 325,000           | 325,000                  | 350,000                 |
| Criminal Fines                               | 1,645             | 1,451             | 1,800             | 1,300                    | 1,000                   |
| Parking Fines                                | 173,514           | 167,092           | 170,000           | 150,000                  | 165,000                 |
| False Alarm Fines                            | 60,737            | 65,923            | 65,000            | 47,000                   | 65,000                  |
| Code Enforcement Fines                       | 16,521            | 36,190            | 60,000            | 80,000                   | 231,000                 |
| Other Fines                                  | 172,319           | 209,621           | 205,000           | 378,000                  | 345,000                 |
| <b>Sub-total Fines &amp; Forfeitures</b>     | <b>671,908</b>    | <b>668,109</b>    | <b>826,800</b>    | <b>981,300</b>           | <b>1,157,000</b>        |
| Real Property Leases                         | 782,492           | 958,373           | 575,700           | 608,900                  | 317,000                 |
| LAIF Investment Earnings                     | 183,827           | 56,106            | 30,000            | 30,000                   | 20,000                  |
| CAMP Investment Earnings                     | 411,635           | 159,695           | 200,000           | 150,000                  | 140,000                 |
| MBIA Investment Earnings                     | 351,531           | 62,249            | 65,000            | 125,000                  | 120,000                 |
| Other Investment Earnings                    | 257,616           | 404,888           | 225,000           | 225,000                  | 192,000                 |
| Gain on Sale of Investments                  | 606,387           | -                 | -                 | -                        | -                       |
| <b>Sub-total Use of Money &amp; Property</b> | <b>2,593,488</b>  | <b>1,641,311</b>  | <b>1,095,700</b>  | <b>1,138,900</b>         | <b>789,000</b>          |



## GENERAL FUND REVENUE DETAIL (CONT.)

| Description                               | 2008 Actual          | FY 2009 Actual       | FY 2010 Budget       | FY 2010 Estimated Actual | FY 2011 Proposed Budget |
|-------------------------------------------|----------------------|----------------------|----------------------|--------------------------|-------------------------|
| Sacramento County Intergovernmental       | 247,755              | 147,670              | -                    | 150,000                  | 124,400                 |
| Intergovernmental Other Receipts          | (30,263)             | 184,688              | 34,000               | 50,000                   | 45,000                  |
| Mandated Cost Recovery                    | 1,073                | 30,327               | -                    | 26,600                   | -                       |
| MVLF Direct Payments                      | 318,107              | 243,892              | 200,000              | 125,000                  | 170,800                 |
| MVLF Bump                                 | 828,142              | 624,095              | 520,000              | 540,000                  | -                       |
| Pass Throughs                             | (174)                | 1,902                | -                    | -                        | -                       |
| Other Intergovernmental Receipts          | -                    | 5,000                | -                    | -                        | -                       |
| <b>Sub-total Inter/Intra Governmental</b> | <b>1,364,640</b>     | <b>1,237,574</b>     | <b>754,000</b>       | <b>891,600</b>           | <b>340,200</b>          |
| CFD Administration Services Cost Recovery | 427,251              | 44,906               | 15,000               | 1,500                    | 2,500                   |
| Legal Cost Recovery                       | 581,275              | 719,331              | 285,000              | 358,000                  | 270,900                 |
| Planning Cost Recovery                    | 1,448,775            | 903,604              | 645,200              | 663,200                  | 852,200                 |
| Workers' Compensation Cost Recovery       | 26,875               | 51,767               | 15,000               | 30,000                   | 30,000                  |
| Administrative Cost Recovery              | 18,754               | 1,931                | -                    | -                        | -                       |
| Public Works Cost Recovery                | 727,591              | 608,135              | 1,309,000            | 301,500                  | 880,000                 |
| Other Cost Recovery                       | 233,112              | 127,431              | 210,200              | 77,500                   | 483,600                 |
| Cost Recovery Labor                       | 658,419              | 429,438              | 961,900              | 258,000                  | 1,027,600               |
| Overhead                                  | 1,057,418            | 1,229,093            | 935,600              | 1,141,200                | 861,100                 |
| <b>Sub-total Cost Recovery</b>            | <b>5,179,470</b>     | <b>4,115,636</b>     | <b>4,376,900</b>     | <b>2,830,900</b>         | <b>4,407,900</b>        |
| Police Reports                            | 16,255               | 15,309               | 20,000               | 20,000                   | 15,000                  |
| Police - Towing Administration            | 81,498               | 62,316               | 70,000               | 70,000                   | 86,400                  |
| Police - Towing Rotational                | 17,492               | 10,656               | 12,000               | 125,000                  | 125,000                 |
| Other Charges for Services                | 154                  | 36                   | -                    | -                        | -                       |
| Pass Through - Tickets                    | -                    | 48                   | -                    | -                        | -                       |
| Miscellaneous Revenue Other               | 136,149              | 148,108              | 30,000               | 30,000                   | 216,000                 |
| Donations                                 | 5,393                | 599                  | -                    | -                        | -                       |
| <b>Sub-total Other Revenues</b>           | <b>256,941</b>       | <b>237,072</b>       | <b>132,000</b>       | <b>245,000</b>           | <b>442,400</b>          |
| <b>Transfers In</b>                       |                      |                      |                      |                          |                         |
| Community Facilities                      | 105,000              | 220,000              | 29,000               | 29,000                   | -                       |
| CIP                                       | 76                   | -                    | -                    | -                        | -                       |
| Federal Grant                             | -                    | 75,000               | -                    | -                        | 112,200                 |
| State Grant                               | -                    | 64,444               | 306,000              | 150,000                  | 31,000                  |
| CFD Administration                        | 90,000               | -                    | -                    | -                        | 8,000                   |
| CFD 2003-1 Administrative Fee             | -                    | 150,000              | 198,200              | 198,200                  | 203,000                 |
| CFD Police Tax                            | 56,529               | -                    | -                    | -                        | -                       |
| CFD 2004-1 Administrative Fee             | -                    | 40,000               | 61,000               | 61,000                   | 63,000                  |
| Traffic Impact                            | 10,468               | -                    | -                    | -                        | -                       |
| Very Low Income Hsg Fund                  | -                    | 14,100               | 41,600               | 41,600                   | 18,000                  |
| Special Districts                         | -                    | -                    | 5,300                | 5,300                    | 10,000                  |
| Storm Water Utility Tax                   | -                    | -                    | 42,500               | 42,500                   | -                       |
| Rental Code Compliance Program            | 37,190               | 36,639               | 60,000               | 63,500                   | 75,000                  |
| CDBG                                      | -                    | 177,546              | 287,200              | 266,400                  | 331,000                 |
| Technology Internal Service Fund          | -                    | -                    | 20,000               | 20,000                   | -                       |
| Redevelopment Agency                      | -                    | 75,124               | 141,800              | 141,800                  | 40,800                  |
| <b>Sub-total Transfers In</b>             | <b>299,263</b>       | <b>852,853</b>       | <b>1,192,600</b>     | <b>1,019,300</b>         | <b>892,000</b>          |
| <b>TOTAL GENERAL FUND</b>                 | <b>\$ 42,995,234</b> | <b>\$ 40,205,000</b> | <b>\$ 38,703,900</b> | <b>\$ 36,805,500</b>     | <b>\$ 39,279,300</b>    |



## COMMUNITY DEVELOPMENT SUMMARY

### DESCRIPTION

The Community Development function includes the Economic & Neighborhood Development Department (with divisions of Economic Development, Housing, and Neighborhood Services), Planning, Building and Safety, and Facilities Management.

### PROPOSED FISCAL YEAR 2010-2011 BUDGET

#### EXPENDITURES:

|                | FY 2008<br>Actual   | FY 2009<br>Actual   | FY 2010<br>Budget   | FY 2010<br>Estimated<br>Actual | FY 2011<br>Proposed<br>Budget |
|----------------|---------------------|---------------------|---------------------|--------------------------------|-------------------------------|
| Salaries       | \$ 1,527,638        | \$ 1,467,551        | \$ 1,524,600        | \$ 1,569,300                   | \$ 1,560,100                  |
| Benefits       | 740,256             | 751,475             | 733,700             | 712,800                        | 647,100                       |
| Operating      | 4,757,878           | 3,409,316           | 2,757,200           | 2,946,800                      | 3,098,650                     |
| Capital Outlay | 459,658             | 369,772             | 85,000              | 50,900                         | 90,800                        |
| Transfers Out  | -                   | -                   | -                   | -                              | -                             |
| <b>TOTALS</b>  | <b>\$ 7,485,430</b> | <b>\$ 5,998,114</b> | <b>\$ 5,100,500</b> | <b>\$ 5,279,800</b>            | <b>\$ 5,396,650</b>           |

#### FUNDING SOURCES:

|                                   |                     |
|-----------------------------------|---------------------|
| General Fund - Discretionary      | \$ 2,565,950        |
| Franchise Fees                    | 4,000               |
| Building Permits                  | 731,800             |
| Other Licenses, Permits, and Fees | 68,800              |
| City Hall Rental Fees             | 55,000              |
| Other Fines and Forfeitures       | 261,000             |
| Use of Property                   | 286,400             |
| Planning Cost Recovery            | 852,200             |
| Other Charges for Services        | 8,500               |
| Other Revenues                    | 10,000              |
| Transfers In                      | 553,000             |
|                                   | <b>\$ 5,396,650</b> |



Clerk's Office and the Information Technology Department to fully implement an electronic file storage and retrieval system.

3. Update the administrative building code requirements for permit and plan review expirations, penalties for violations of the building code, and other sections that would simplify requirements of California's Administrative Code for better use in our community.

**Ensure a Safe Community – Goal #6**

4. The Building and Safety Division will continue to work to remove the backlog of building code violations and work without permit cases. Property owners who choose not to respond appropriately will be issued notices and orders and followed up with additional enforcement such as citations, notices to appear, etc.
5. Update currently enforced ordinances to reflect the 2010 California Building codes anticipated to go into effect this fiscal year.

**PROPOSED FISCAL YEAR 2010-2011 BUDGET**

**EXPENDITURES:**

|                | <b>FY 2008<br/>Actual</b>  | <b>FY 2009<br/>Actual</b>  | <b>FY 2010<br/>Budget</b>  | <b>FY 2010<br/>Estimated<br/>Actual</b> | <b>FY 2011<br/>Proposed<br/>Budget</b> |
|----------------|----------------------------|----------------------------|----------------------------|-----------------------------------------|----------------------------------------|
| Salaries       | \$ 612,930                 | \$ 582,642                 | \$ 445,600                 | \$ 449,000                              | \$ 506,400                             |
| Benefits       | 303,336                    | 263,853                    | 193,500                    | 199,700                                 | 172,400                                |
| Operating      | 1,190,043                  | 712,808                    | 409,600                    | 410,300                                 | 378,000                                |
| Capital Outlay | -                          | -                          | -                          | -                                       | -                                      |
| Transfers Out  | -                          | -                          | -                          | -                                       | -                                      |
| <b>TOTALS</b>  | <u><b>\$ 2,106,309</b></u> | <u><b>\$ 1,559,303</b></u> | <u><b>\$ 1,048,700</b></u> | <u><b>\$ 1,059,000</b></u>              | <u><b>\$ 1,056,800</b></u>             |

**FUNDING SOURCES:**

|                              |                            |
|------------------------------|----------------------------|
| General Fund - Discretionary | \$ 325,000                 |
| Building Permits             | 731,800                    |
|                              | <u><b>\$ 1,056,800</b></u> |

## NON DEPARTMENTAL

### DESCRIPTION

This activity accounts for the costs of support services needed to run the general City Hall operations. It also accounts for the cost of various items which are not directly attributable to a specific department.

The largest expense in this section is the City's Revenue Neutrality payment to the County of Sacramento. The purpose of the payment is to mitigate the loss of revenues to the County as a result of the City's incorporation. Under the agreement, payments over the next 17 years will reduce City property taxes by approximately \$163 million.

Transfers Out is an accounting method to locate resources in the fund that actually is incurring the expense.

### PROPOSED FISCAL YEAR 2010-2011 BUDGET

#### EXPENDITURES:

|                    | FY 2008<br>Actual   | FY 2009<br>Actual   | FY 2010<br>Budget   | FY 2010<br>Estimated<br>Actual | FY 2011<br>Proposed<br>Budget |
|--------------------|---------------------|---------------------|---------------------|--------------------------------|-------------------------------|
| Salaries           | \$ -                | \$ -                | \$ -                | \$ -                           | \$ -                          |
| Benefits           | -                   | 1,765               | 20,000              | 20,000                         | 20,000                        |
| Operating          | 884,366             | 640,844             | 668,000             | 686,400                        | 896,300                       |
| Transition Costs   | 456,677             | -                   | -                   | -                              | -                             |
| Revenue Neutrality | 5,796,888           | 6,460,787           | 6,460,300           | 6,460,300                      | 6,714,700                     |
| Capital Outlay     | -                   | -                   | -                   | -                              | -                             |
| Transfers Out      | 1,421,009           | 1,954,230           | 759,600             | 759,600                        | 753,000                       |
| <b>TOTALS</b>      | <b>\$ 8,558,940</b> | <b>\$ 9,057,626</b> | <b>\$ 7,907,900</b> | <b>\$ 7,926,300</b>            | <b>\$ 8,384,000</b>           |

#### FUNDING SOURCES:

|                              |                     |
|------------------------------|---------------------|
| General Fund - Discretionary | \$ 8,384,000        |
|                              | <u>\$ 8,384,000</u> |



## CITY OF RANCHO CORDOVA

## RESOLUTION NO. 68-2010

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA  
RESCINDING RESOLUTION NO. 52-2010 PERTAINING TO THE ADOPTION OF AN  
OPERATING BUDGET FOR THE CITY FOR THE FISCAL YEAR JULY 1, 2010 THROUGH  
JUNE 30, 2011, AND RE-ADOPTING SAME AND PROVIDING FOR THE APPROPRIATIONS  
AND EXPENDITURES OF ALL SUMS SET FORTH THEREIN**

**RECITALS**

**WHEREAS**, the City Manager has submitted to the City Council of Rancho Cordova a Fiscal Year 2010/2011 Proposed Budget; and

**WHEREAS**, after conducting a workshop and a public hearing on the proposed budget, Resolution No. 52-2010 was adopted by the City Council of Rancho Cordova ("City") on June 7, 2010 with the caveat that Building Permit Fee Revenues be reduced by \$325,000 and Franchise Fee Revenues be increased by \$140,000; and

**WHEREAS**, adoption of Resolution No. 52-2010 seemingly created an unbalanced budget; and

**WHEREAS** the City desires to have the original adopted budget reflect a balance between revenues and expenditures; and

**WHEREAS**, it is the intention of the Council to adopt the proposed budget as modified and submitted by the City Manager; and

**WHEREAS**, with respect to providing an appropriation to the Cordova Community Council, the City Council finds that providing funds to the Cordova Community Council will serve a public purpose by aiding the City in its ongoing effort to improve the image of the community and the quality of life for all Rancho Cordova citizens;

**DECISION**

**NOW, THEREFORE BE IT RESOLVED** by the City Council of the City of Rancho Cordova as follows:

1. Resolution No. 52-2010 is hereby rescinded.
2. That certain document referred to as "The City of Rancho Cordova Proposed Budget Fiscal Year 2010-2011" as modified and presented by the City Manager is hereby adopted and the appropriations for the annual budget of the City of Rancho Cordova for the fiscal year beginning on July 1, 2010 and ending on June 30, 2011, is hereby adopted; and
3. That the amounts stated in the proposed budget shall become and thereafter be appropriated to the offices, departments, activities, objects, and purposes stated therein and said monies are hereby authorized to be expended for the purposes and objects specified in said budget; and
4. The City Manager is authorized to approve expenditure adjustments within individual funds so long as the total appropriated within each major fund is not exceeded.

**PASSED AND ADOPTED** by the City Council of the City of Rancho Cordova on the \_\_\_\_\_ day of \_\_\_\_\_, 2010 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

\_\_\_\_\_  
Ken Cooley, Mayor

**ATTEST:**

\_\_\_\_\_  
Mindy Cuppy, City Clerk



## MEMORANDUM



**DATE:** June 21, 2010

**TO:** Honorable Mayor and Council Members

**FROM:** Cyrus Abhar, Public Works Director  
Mark Thomas, Senior Engineer

**SUBJECT:** FOLLOWING-UP OF THE APRIL 13, 2010 WORK SESSION  
DISCUSSION OF SACRAMENTO MUNICIPAL UTILITY DISTRICT  
(SMUD) SOLAR HIGHWAY PHOTOVOLTAIC (PV) DEMONSTRATION  
PROJECT

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### **RECOMMENDATION**

That Council receives information pertaining to designs and concepts of the Solar Highway Photovoltaic (PV) Demonstration Project proposed by SMUD and the California Department of Transportation (CalTrans), and provide feedback on the concepts in order to continue moving forward with the project.

### **RESULT OF RECOMMENDED ACTION**

SMUD representatives will present an overview of the Sacramento Solar Highways project, including concepts and designs for the advanced photovoltaic installation proposed for a portion of Highway 50 and Mather Field Interchange Right-of-Way (ROW) within the City.

### **BACKGROUND**

At the April 13, 2010 Work Session, the Council expressed both aesthetic concerns and encouragement about the project. The Mather Field Road interchange has recently been landscaped to improve the aesthetic appeal of travelers along the Highway 50 Corridor. In addition, an oak tree mitigation grove was planted in one of the locations where the solar collectors are being considered. The "industrial" appearance of the panel outlay is in conflict with the natural aesthetic that has been accomplished at the interchange. A visually appealing solar panel installation could be viable and may not be in conflict with City goals for this important gateway.

Council and Planning Commission members also stated the "high profile" nature of the project both in the State of California and across the nation as these installations are a leading edge concept. The Council directed staff to work with SMUD to develop concepts to improve the aesthetic appearance of the panels and better integrate the design within the landscape corridors.



# **Building Permit Fee Updates**

June 21, 2010



# June 7 Council Meeting Background



Additional Revenue Identified  
for Full Cost Recovery

\$491,000

General Customer Service &  
Non-Fee Services

\$134,000

Total Potential Fee Revenue  
Increase

\$357,000

# Full Cost and Associated Revenues

| Summary of Increased Revenue                    |            |                  |
|-------------------------------------------------|------------|------------------|
| Residential Permits                             | 8%         | \$ 36,788        |
| Master Plan Review                              | N/A        | N/A              |
| Residential Additions, Alterations, Remodels    | 31% - 160% | \$49,197         |
| Reroofs, Demolition, Other Structures           | 70%        | \$98,385         |
| Plumbing, Mechanical, Electrical                | 34% -200%  | \$150,639        |
| Swimming Pools                                  | 29%        | \$4,136          |
| Commercial New, Additions, Alterations, Repairs | 3%         | \$13,629         |
| Commercial Signs                                | 36%        | \$4,437          |
| <b>TOTAL POTENTIAL ADDITIONAL FEE REVENUE</b>   |            | <b>\$357,211</b> |



# Fee Comparison – Existing and Options Considered

## Residential Permits

| Valuation                   |           | Existing City Fee | Regional Average | Option 1 | Option 2 | Option 3 | Option 4 | Option 5 |
|-----------------------------|-----------|-------------------|------------------|----------|----------|----------|----------|----------|
| New Single Family           | \$200,000 | \$2,450           | \$2,791          | \$2,646  | \$2,548  | \$2,515  | \$2,489  | \$2,646  |
|                             | \$15,000  | \$458             | \$472            | \$858    | \$658    | \$523    | \$497    | \$497    |
|                             | \$50,000  | \$838             | \$874            | \$1,100  | \$969    | \$924    | \$890    | \$890    |
| Alteration, Remodel, Repair |           |                   |                  |          |          |          |          |          |

- Option 1 – Fee at full cost recovery
- Option 2 – Fee at 50% of full cost recovery fee increase
- Option 3 – Fee at 33% of full cost recovery fee increase
- Option 4 – Fee at 20% of full cost recovery fee increase
- Option 5 – Fee at lesser of 20% increase or full cost recovery

# Options Connection

# Commercial Permits New Construction

|                                                                |
|----------------------------------------------------------------|
| Option 1 – Fee at full cost recovery                           |
| Option 2 – Fee at 50% of full cost recovery fee increase       |
| Option 3 – Fee at 33% of full cost recovery fee increase       |
| Option 4 – Fee at 20% of full cost recovery fee increase       |
| Option 5 – Fee at lesser of 20% increase or full cost recovery |

Option 2 – Fee at 50% of full cost recovery fee increase  
Option 3 – Fee at 33% of full cost recovery fee increase  
Option 4 – Fee at 20% of full cost recovery fee increase  
Option 5 – Fee at lesser of 20% increase or full cost recovery

Option 3 – Fee at 33% of full cost recovery fee increase

Option 4 – Fee at 20% of full cost recovery fee increase

Option 5 – Fee at lesser of 20% increase or full cost reco

Option 4 – Fee at 20% of full cost recovery fee increase

Option 5 – Fee at lesser of 20% increase or full cost reco

Option 5 – Fee at lesser of 20% increase or full cost recovery



# Fee Comparison – Existing and Options Considered

## Commercial Permits Tenant Improvements

| Construction Valuation | Existing City Fee | Regional Average | Option 1 | Option 2 | Option 3 | Option 4 | Option 5 |
|------------------------|-------------------|------------------|----------|----------|----------|----------|----------|
| \$500,000              | \$8,518           | \$8,806          | \$8,774  | \$8,646  | \$8,602  | \$8,569  | \$8,774  |
| \$1,000,000            | \$12,518          | \$14,641         | \$12,894 | \$12,706 | \$12,642 | \$12,593 | \$12,894 |

Option 1 – Fee at full cost recovery  
Option 2 – Fee at 50% of full cost recovery fee increase  
Option 3 – Fee at 33% of full cost recovery fee increase  
Option 4 – Fee at 20% of full cost recovery fee increase  
Option 5 – Fee at lesser of 20% increase or full cost recovery

# Fee Comparison – Existing and Options Considered

## Plumbing, Mechanical, Electrical (PME)

|                         | Valuation | Existing City Fee | Regional Average | Option 1 | Option 2 | Option 3 | Option 4 | Option 5 |
|-------------------------|-----------|-------------------|------------------|----------|----------|----------|----------|----------|
| Reroof                  | \$10,000  | \$227             | \$225            | \$393    | \$310    | \$282    | \$260    | \$272    |
| Water Heater            | \$1,000   | \$83              | \$93             | \$223    | \$195    | \$157    | \$128    | \$100    |
| HVAC                    | \$8,000   | \$195             | \$206            | \$524    | \$457    | \$368    | \$300    | \$234    |
| Panel Electrical Change | \$1,000   | \$83              | \$91             | \$223    | \$195    | \$157    | \$128    | \$100    |

Option 1 – Fee at full cost recovery

Option 2 – Fee at 50% of full cost recovery fee increase

Option 3 – Fee at 33% of full cost recovery fee increase

Option 4 – Fee at 20% of full cost recovery fee increase

Option 5 – Fee at lesser of 20% increase or full cost recovery





## **Recommended Actions**

- Consider Alternatives
- Provide direction to staff to make changes to the Fee Schedule as appropriate



# Discussion