# CONCURRENT MEETING
# CITY COUNCIL/CRA/RCFC

Monday, May 4, 2009

5:30 p.m. – Regular Meeting

## AGENDA

CITY OF RANCHO CORDOVA
CALIFORNIA
*Incorporated 2003*

Dan Skoglund, Mayor

Ken Cooley, Vice Mayor

Robert J. McGarvey, Council Member

David Sander, Council Member

Linda Budge, Council Member

## 2009

NOTE: PROPOSED REGULAR CITY COUNCIL MEETING DATES ARE SCHEDULED ON THE 1ST AND 3RD MONDAY'S OF EACH MONTH, UNLESS WHEN FALLING ON A HOLIDAY, THE MEETING WILL BE SCHEDULED ON THE FOLLOWING TUESDAY (THESE DATES ARE SHADED GREY AND ARE SUBJECT TO CHANGE). REFER TO HOLIDAY SCHEDULES BELOW.

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| **JANUARY** | | | | | | |
| | | | | *1* | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | *19* | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |
| **FEBRUARY** | | | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | *16* | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| **MARCH** | | | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |
| **APRIL** | | | | | | |
| | | 1 | 2 | 3 | 4 | |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |
| **MAY** | | | | | | |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | *25* | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |
| **JUNE** | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | | | | |
| **JULY** | | | | | | |
| | | 1 | 2 | *3* | *4* | |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | 31 | |
| **AUGUST** | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |
| **SEPTEMBER** | | | | | | |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | *7* | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |
| **OCTOBER** | | | | | | |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |
| **NOVEMBER** | | | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | *11* | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | *26* | *27* | 28 |
| 29 | 30 | | | | | |
| **DECEMBER** | | | | | | |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | *24* | *25* | 26 |
| 27 | 28 | 29 | 30 | 31 | | |

**2009 PROPOSED HOLIDAY SCHEDULE – CITY HALL CLOSED (SHOWN ITALICIZED)**

NEW YEAR'S DAY (THURS, JAN 1)
MARTIN LUTHER KING JR. DAY (MON, JAN 19)
PRESIDENT'S DAY (MON, FEB 16)
MEMORIAL DAY (MON, MAY 25)
INDEPENDENCE DAY (FRI, JUL 3 [OBSERVED?])
LABOR DAY (MON, SEP 7)
VETERAN'S DAY (WED, NOV 11)
THANKSGIVING DAY (THUR, NOV 26)
DAY AFTER THANKSGIVING (FRI, NOV 27)
CHRISTMAS EVE (THURS, DEC 24)
CHRISTMAS DAY (FRI, DEC 25)

## 2010

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| **JANUARY** | | | | | | |
| | | | | | *1* | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | *18* | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |
| **FEBRUARY** | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | *15* | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | | | | | | |
| **MARCH** | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |
| **APRIL** | | | | | | |
| | | | | 1 | 2 | 3 |
| 4 | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |
| **MAY** | | | | | | |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | *31* | | | | | |
| **JUNE** | | | | | | |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | | | |
| **JULY** | | | | | | |
| | | | | 1 | 2 | 3 |
| *4* | 5 | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | 31 |
| **AUGUST** | | | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | 30 | 31 | | | | |
| **SEPTEMBER** | | | | | | |
| | | 1 | 2 | 3 | 4 | |
| 5 | *6* | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |
| **OCTOBER** | | | | | | |
| | | | | 1 | 2 | |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |
| **NOVEMBER** | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | *11* | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | *25* | *26* | 27 |
| 28 | 29 | 30 | | | | |
| **DECEMBER** | | | | | | |
| | | 1 | 2 | 3 | 4 | |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | *24* | *25* |
| 26 | 27 | 28 | 29 | 30 | 31 | |

**2010 PROPOSED HOLIDAY SCHEDULE – CITY HALL CLOSED (SHOWN ITALICIZED)**

NEW YEAR'S DAY (FRI, JAN 1)
MARTIN LUTHER KING JR. DAY (MON, JAN 18)
PRESIDENT'S DAY (MON, FEB 15)
MEMORIAL DAY (MON, MAY 31)
INDEPENDENCE DAY (SUN, JUL 4)
LABOR DAY (MON, SEP 6)
VETERAN'S DAY (THUR, NOV 11)
THANKSGIVING DAY (THUR, NOV 25)
DAY AFTER THANKSGIVING (FRI, NOV 26)
CHRISTMAS EVE (FRI, DEC 24)
CHRISTMAS DAY (SAT, DEC 25)

## 2011

| S | M | T | W | T | F | S |
|---|---|---|---|---|---|---|
| **JANUARY** | | | | | | |
| | | | | | | *1* |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | *17* | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |
| **FEBRUARY** | | | | | | |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | *21* | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | | | | | |
| **MARCH** | | | | | | |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | 11 | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | 24 | 25 | 26 |
| 27 | 28 | 29 | 30 | 31 | | |
| **APRIL** | | | | | | |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| **MAY** | | | | | | |
| 1 | 2 | 3 | 4 | 5 | 6 | 7 |
| 8 | 9 | 10 | 11 | 12 | 13 | 14 |
| 15 | 16 | 17 | 18 | 19 | 20 | 21 |
| 22 | 23 | 24 | 25 | 26 | 27 | 28 |
| 29 | *30* | 31 | | | | |
| **JUNE** | | | | | | |
| | | 1 | 2 | 3 | 4 | |
| 5 | 6 | 7 | 8 | 9 | 10 | 11 |
| 12 | 13 | 14 | 15 | 16 | 17 | 18 |
| 19 | 20 | 21 | 22 | 23 | 24 | 25 |
| 26 | 27 | 28 | 29 | 30 | | |
| **JULY** | | | | | | |
| | | | | 1 | 2 | |
| 3 | *4* | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |
| 31 | | | | | | |
| **AUGUST** | | | | | | |
| | 1 | 2 | 3 | 4 | 5 | 6 |
| 7 | 8 | 9 | 10 | 11 | 12 | 13 |
| 14 | 15 | 16 | 17 | 18 | 19 | 20 |
| 21 | 22 | 23 | 24 | 25 | 26 | 27 |
| 28 | 29 | 30 | 31 | | | |
| **SEPTEMBER** | | | | | | |
| | | | 1 | 2 | 3 | |
| 4 | *5* | 6 | 7 | 8 | 9 | 10 |
| 11 | 12 | 13 | 14 | 15 | 16 | 17 |
| 18 | 19 | 20 | 21 | 22 | 23 | 24 |
| 25 | 26 | 27 | 28 | 29 | 30 | |
| **OCTOBER** | | | | | | |
| | | | | | | 1 |
| 2 | 3 | 4 | 5 | 6 | 7 | 8 |
| 9 | 10 | 11 | 12 | 13 | 14 | 15 |
| 16 | 17 | 18 | 19 | 20 | 21 | 22 |
| 23 | 24 | 25 | 26 | 27 | 28 | 29 |
| 30 | 31 | | | | | |
| **NOVEMBER** | | | | | | |
| | | 1 | 2 | 3 | 4 | 5 |
| 6 | 7 | 8 | 9 | 10 | *11* | 12 |
| 13 | 14 | 15 | 16 | 17 | 18 | 19 |
| 20 | 21 | 22 | 23 | *24* | *25* | 26 |
| 27 | 28 | 29 | 30 | | | |
| **DECEMBER** | | | | | | |
| | | | | | 1 | 2 |
| 3 | 4 | 5 | 6 | 7 | 8 | 9 |
| 10 | 11 | 12 | 13 | 14 | 15 | 16 |
| 17 | 18 | 19 | 20 | 21 | 22 | 23 |
| 24 | 25 | 26 | 27 | 28 | 29 | 30 |

**2011 PROPOSED HOLIDAY SCHEDULE – CITY HALL CLOSED (SHOWN ITALICIZED)**

NEW YEAR'S DAY (SAT, JAN 1)
MARTIN LUTHER KING JR. DAY (MON, JAN 17)
PRESIDENT'S DAY (MON, FEB 21)
MEMORIAL DAY (MON, MAY 30)
INDEPENDENCE DAY (MON, JUL 4)
LABOR DAY (MON, SEP 5)
VETERAN'S DAY (FRI, NOV 11)
THANKSGIVING DAY (THUR, NOV 24)
DAY AFTER THANKSGIVING (FRI, NOV 25)
CHRISTMAS EVE (SAT, DEC 24)
CHRISTMAS DAY (SUN, DEC 25)

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

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

**Monday, May 4, 2009**

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

# AGENDA

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

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

## 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

Grant Cox, First Covenant Church will give the invocation.

## 5. PRESENTATIONS

5.1 Presentation of Proclamation to Senior Engineer Elizabeth Sparkman and Information Technology Manager Jay Hadley in Support of Public Service Recognition Week, May 4-10, 2009.

5.2 Presentation of Proclamation to Chief Building Official Cyrus Abhar in Support of Building Safety Week, May 3-9, 2009.

5.3 Presentation of Proclamation to City Clerk Mindy Cuppy in Support of Municipal Clerks Week, May 3-9, 2009.

## 6. 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.

## 7. COUNCIL REPORTS

## 8. CONSENT CALENDAR ITEMS – ROLL CALL VOTE

8.1 **Subject:** Regular Meeting Minutes of April 20, 2009.
**Recommendation:** Adopt Minutes.

8.2 **Subject:** Quarterly Treasurer's Report – March 31, 2009
**Recommendation**: This report is informational only. It is recommended that the report be received and filed.
**Result of Recommended Action:** This report provides Council with information concerning the City's investment portfolio. This report will meet requirements as provided by state law.
**Staff Report:** Donna Silva, Finance Department
**Advances Goal:** 10

8.3 **Subject:** Resolution Authorizing the City Manager to Execute Three Public Works Department On-Call Emergency and On-Going Transportation Maintenance Services Agreements in the Amount of $750,000 with Granite Construction (Contract No. 46-2009), MCE (Contract No. 47-2009), and Teichert Construction (Contract No. 48-2009)
**Recommendation**: Adopt Resolution No. 38-2009.
**Result of Recommended Action:** Adoption of this resolution will authorize the City Manager to execute three Public Works Department on-call emergency and ongoing transportation maintenance services agreements for $250,000 each. The total contracted amount will be in an amount not to exceed $750,000.
**Staff Report:** Cyrus Abhar, Public Works Department
**Advances Goal:** 1, 2, 4, 6, 8 and 11

## 9. CONSENT PUBLIC HEARING ITEMS – ROLL CALL VOTE

9.1 **Subject:** Ordinance Amending Chapter 16.85 of the Rancho Cordova Municipal Code, "Establishment of Development Impact Fees for Measure A Transportation Improvements," Removing Unnecessary Language by Deletion of Section 16.85.140
**Recommendation**: Waive first reading and introduce Ordinance No. 11-2009. **(Roll Call Vote)**
**Result of Recommended Action:** Adoption of this ordinance will delete Section 16.85.140 from the Rancho Cordova Municipal Code in order to prevent the Finance Department from having to create unnecessary fund accounts for the collection of development impact fees for Measure A Transportation Improvements.
**Staff Report:** Cyrus Abhar, Public Works Department
**Advances Goals:** 2 and 11

## 10. PUBLIC HEARING ITEMS

10.1 **Subject:** Resolution Approving the 2009-10 Community Development Block Grant (CDBG) Action Plan and Authorizing the City Manager to Submit the 2009-10 CDBG Action Plan, Standard Form 424, and Certifications to U.S. Department of Housing and Urban Development (HUD) to Receive $682,662 in CDBG Funding
**Recommendation**: Adopt Resolution No. 37-2009 authorizing the City Manager to submit the following documents:
1. 2009-10 CDBG Action Plan;
2. Standard Form 424; and
3. Various certifications required by HUD.

**Result of Recommended Action:** Adoption of this resolution will allow the City Manager to submit the required documentation to receive $682,662 in CDBG funding for Fiscal Year 2009-10 for housing and community development projects, and to reallocate CDBG program income and unspent funds from previous program years.
**Staff Report:** Reed Flory, Economic Development Department, Housing Services Division
**Advances Goals:** 4, 7, 8 and 11

## 11. REGULAR CALENDAR ITEMS

11.1 **Subject:** Folsom Boulevard Specific Plan Relief Plan
**Recommendation**: That Council directs staff to process the draft relief language to the Planning Commission for formal adoption.
**Result of Recommended Action:** The proposed amendment of the Folsom Boulevard Specific Plan will provide land use flexibility for previously commercial zoned properties that were changed to Medium Density Residential and extending the non-conforming use time provisions from six months to 18 months.
**Staff Report:** William Campbell, Planning Department
**Advances Goals:** 5 and 8

11.2 **Subject:** Approval of Folsom Boulevard Design Review Board for the Folsom Boulevard Specific Plan (Expedited Review) **(CONTINUED FROM APRIL 6TH)**
**Recommendation:** That Council authorizes the preparation of updates to the Municipal Code to create a Design Review Board (DRB) for projects within the Folsom Boulevard Specific Plan and to initiate the recruitment process for DRB members.
**Result of Recommended Action:** Authorization will allow staff to prepare updates to the Municipal Code that will establish the Folsom Boulevard Design Review Board. Specific changes to the Municipal Code will be considered and acted upon by the City Council at a future meeting; additionally, the authorization will allow staff to begin soliciting applications from qualified design professionals to serve on the DRB.
**Staff Report:** Jeff Beiswenger, Planning Department
**Advances Goals:** 1, 4, 5, 8 and 9

11.3 **Subject:** Resolution Increasing Parking Violation Fines
**Recommendation:** Adopt Resolution No. 1-2009
**Result of Recommended Action:** Adoption of this resolution will result in an increase of parking violation fines to match the County of Sacramento update done on July 15, 2008 (County Resolution No. 2008-0781)
**Staff Report:** Reuben Meeks, Rancho Cordova Police Department
**Advances Goals:** 4, 6, and 11

11.4 **Subject:** Update of Rio del Oro Project
**Recommendation:** Provide Council with update.
**Result of Recommended Action:** Per the recommendation of Council Member Budge at the April 20th meeting, staff is bringing back an update of the Rio del Oro project for Council review.
**Staff Report:** Joe Chinn, City Manager's Office
**Advances Goals:** 1, 2, 4, 7, 8 and 11

## 12. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

## 13. CITY MANAGER'S REPORT

## 14. ADJOURNMENT

## ADDITIONAL INFORMATION

**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.cityofranchocordova.org on Thursdays prior to the Regular City Council Meeting.

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

| *UPCOMING MEETINGS* | |
|---|---|
| ***Tuesday, May 12, 2009*** | ***5:30 p.m. Work Session on Zoning Code Consistency - Folsom Boulevard Specific Plan Update and Edits to Zoning Code Development Standards*** |
| ***Monday, May 18, 2009*** | ***12:00-5:00 p.m. Budget Workshop Study Session***<br>***5:30 p.m. Regular Meeting*** |
| ***Monday, June 1, 2009*** | ***12:00-5:00 p.m. Budget Workshop Study Session (if needed)***<br>***5:30 p.m. Regular Meeting*** |
| ***Monday, June 15, 2009*** | ***4:00 p.m. Study Session (Subject To Be Determined)***<br>***5:30 p.m. Regular Meeting*** |
| ***Tuesday, June 30, 2009*** | ***5:30 p.m. Work Session (Subject To Be Determined)*** |
| ***Monday, July 6, 2009*** | ***5:30 p.m. Regular Meeting*** |

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

| **DEPARTMENTAL GENERAL TELEPHONE NUMBERS** | |
|---|---|
| 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 |
| 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) 362-9602 |
| Planning Department | (916) 851-8750 |
| Public Works Department | (916) 851-8710 |
| Rancho Cordova Police Department | (916) 875-9673 |
| 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, SureWest and Strategic Technologies 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 Granicus 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 May 4, 2009 Regular Meeting of the Rancho Cordova City Council/CRA/RCFC was posted and available for review on April 30, 2009 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.cityofranchocordova.org.

Signed this 30th day of April 2009 at Rancho Cordova, California.

_____

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, April 20, 2009**

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

# MINUTES

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

Mayor Skoglund called the regular meeting to order in the David B. Roberts Council Chambers at 5:43 p.m.

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

Staff Present: Gaebler, Lindgren, Chinn, Cuppy, Abhar, Haven, Pearl, Miller, Boerger, Holt, Lehr, Harriman, Simpson, Blair, Richeal, Humphrey, Hall, Runner, Silva, Flory, Campbell, Snyder, and Kellerman.

## 2. METRO CABLE TV TELEVISION ANNOUNCEMENT

The City Clerk announced the meetings video recording and playback schedules.

## 3. PLEDGE OF ALLEGIANCE

The Mayor called on the U.S. Naval Sea Cadettes to Perform Flag Ceremony and Lead the Pledge of Allegiance.

## 4. INVOCATION

Kevin Jenkins, Lincoln Neighborhood Association, gave the invocation.

## 5. PRESENTATIONS

**Mayor reordered the agenda as follows:**

5.6 Council Member Budge Presented a Proclamation to the U.S. Naval Sea Cadettes in Recognition of Creek Week, April 17-25, 2009.

5.1 Mayor Skoglund gave a Tribute to the Leadership of David B. Roberts, First Mayor of the City of Rancho Cordova.

5.2 Kathleen Palley, President of the Sacramento Children's Museum gave a presentation regarding partnership with the City of Rancho Cordova and Location of Children's Museum in City Civic Complex.

5.3 Kerry Simpson, Neighborhood Services Manager Presented a Proclamation to Volunteers in Neighborhood Services (VINS) Members Jeanette Galloway, Art Gold, Marilyn Hamm, Jody Harris, Maureen Nelson and Steve Serrott in Recognition of National Volunteer Week.

5.4 Council Member McGarvey Presented a Proclamation to Assistant Manager Gary Goodman from Sac-Yolo Mosquito & Vector Control District in Recognition of Mosquito Awareness Week, April 20-24, 2009.

5.5 Steve Harriman, Integrated Wasted Manager Presented a Proclamation to Chief Financial Officer Jane Bei and Business Development Manager Kristin DiLallo Sherrill from California Electronic Asset Recovery (CEAR) in Recognition of Earth Day, April 22, 2009.

## 6. PUBLIC COMMENT

The following individuals addressed the Council:

- Joy Moon on asking Council for housing assistance.
- Sam Sweitzer on limitations on parking trailers curbside.

## 7. COUNCIL REPORTS

Council reported on events since the last meeting.

## 8. CONSENT CALENDAR ITEMS – ROLL CALL VOTE

**ACTION:** Motion by Budge second by McGarvey and carried by a 5:0 roll call vote; Council approved the consent calendar, except Agenda Item 8.2 was pulled for a separate vote.

8.1 **Subject:** Minutes:
a) April 6, 2009 Regular Meeting Minutes; and
b) April 14, 2009 Special Meeting Minutes
**Recommendation:** Adopt Minutes.

8.3 **Subject:** Ordinance Amending Title 4, Business Regulations, by Adding Chapter 4.33, "Massage Establishments and Massage Technicians," Establishing Laws and Regulations Pertaining to Massage Establishments and Making Minor Consistency Amendments to the Municipal Code

**Recommendation**: Waive second reading and adopt Ordinance 9-2009. **ROLL CALL VOTE**
**Result of Recommended Action:** Adoption of this Ordinance will amend the City's Municipal Code by adding Chapter 4.33 related to massage establishments and massage tecnnicians, and make minor consistnecy amendments to the Municipal Code relating to massage establishments and massage technicians in order to reflect changes in State law and better protect City residents and visitors against illegal massage practices by
**Staff Report:** Adam U. Lindgren, City Attorney, Ruben Meeks, Chief of Police

8.4 **Subject:** Ordinances Temporarily Suspending Automatically Programmed Annual Program Fee Adjustments for a Period of One Year for Certain Development Impact Fee Programs
**Recommendation**: Waive second reading and adopt Ordinance Nos. 5-2009, 6-2009 and 7-2009. **ROLL CALL VOTE**
**Result of Recommended Action:** Automatically programmed annual program fee adjustments will be suspended for a period of one year for the City Transportation Impact Fee, Sunrise Douglas Community Plan Fee, and the Villages of Zinfandel Development Impact Fee programs.
**Staff Report:** Donna Silva, Finance Department

8.5 **Subject:** Ordinance Amendment Approving an Extension of the Residential and Non-residential Fee Deferral Program for One Additional Year from July 1, 2009 to June 30, 2010
**Recommendation**: Waive second reading and adopt Ordinance No. 10-2009 approving an extension of the residential and non-residential Fee Deferral Program for one additional year from July 1, 2009 to June 30, 2010. **ROLL CALL VOTE**
**Result of Recommended Action:** Extends the City's temporary Development Impact Fee Deferral Program, currently set to expire automatically on June 30, 2009 for a period of one year.
**Staff Report:** Donna Silva, Finance Department

**The following agenda item 8.2 was pulled for a separate vote:**

8.2 **Subject:** Ordinance Amending Title 8, "Animals," of the Rancho Cordova Municipal Code Regarding the Laws and Regulations Pertaining to Licensing, Vicious Animals and Functions of Animal Services, and a Resolution Establishing Updated Licensing Fees and Other Fees Related to Animal Services
**Recommendation**: Waive second reading and adopt Ordinance 8-2009 amending Title 8, "Animals of the Rancho Cordova Municipal Code regarding the laws and regulations pertaining to licensing, vicious animals and functions of Animal Services. **ROLL CALL VOTE**
**Result of Recommended Action:** Adoption of this ordinance will establish updated provisions relating to vicious animals, including regulations for hearings and keeping of potentially dangerous dogs, and will update the provisions regarding licensing of dogs and cats. The Ordinance will also provide regulations clarifying the responsibilities of City residents for the keeping and selling of animals. Adoption of the Resolution will update the City's licensing fees and establish other fees related to Animal Services. These fees will help the City continue to provide a high level Animal Services program and promote responsible animal ownerships.
**Staff Report:** Curt Haven, Economic Development Department, Kerry Simpson, Neighborhood Services – Animal Services Division, Adam Lindgren, City Attorney Office

**ACTION:** Motion by Budge second by McGarvey and carried by a 3:2 (Cooley and Sander dissenting) roll call vote; Council adopted Ordinance No. 8-2009.

## 9. CONSENT PUBLIC HEARING ITEMS

NONE

## 10. PUBLIC HEARING ITEMS

NONE

## 11. REGULAR CALENDAR ITEMS

11.1 **Subject:** Community Redevelopment Agency Resolution of Necessity Determining that the Public Interest and Necessity Require the Acquisition of 10153-10179 Folsom Boulevard, Rancho Cordova, California for the Rancho Cordova Redevelopment Project (the "Project)

**Recommendation**: Adopt Agency Resolution of Necessity No. CRA-4-2009.

The required findings for adoption are:

1. That the public interest and necessity require the Project;
2. That the Project is planned or located in the manner that will be the most compatible with the greatest public good and the least private injury; and
3. That the subject property is necessary for the Project.

Therefore, staff recommends that the Agency Board:

- Consider all evidence presented on whether the public interest and necessity require the Project.
- Consider all evidence presented on whether the Project is planned or located in the manner that will be the most compatible with the greatest public good and least private injury.
- Consider all evidence presented on whether the subject property is necessary for the Project.

If, based on the evidence presented, the Agency Board finds and determines each of the aforementioned then staff recommends that the Agency Board adopt the proposed Resolution of Necessity.

**Result of Recommended Action:** Adoption of the Resolution of Necessity will authorize the Agency Executive Director to direct the filing of an action in eminent domain to acquire the subject property for the Project.

**Staff Report:** Micah Runner, Economic Development Department

**COUNCIL ACTING AS THE COMMUNITY REDEVELOPMENT AGENCY**

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

- Thelma Scott-Skillman in support of this item.
- Samuel Fong in opposition of this item.
- Steven Belzer in opposition of this item.

Mayor Skoglund closed the public comment period.

**ACTION:** Motion by Budge second by Cooley and carried by a 5:0 roll call vote; Council adopted Community Redevelopment Agency Resolution No. CRA 4-2009.

11.2 **Subject:** Folsom Boulevard Specific Plan Notification
**Recommendation**: Receive report.
**Result of Recommended Action:** Council will receive the background information pertaining to the notice requirements for the rezoning of Folsom Boulevard and Sunrise Boulevard corridors.
**Staff Report:** William Campbell, Planning Department

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

- Alcides Gonzales on notification to property owners on re-zoning of property.

Mayor Skoglund closed the public comment period.

**ACTION:** No action; discussion item only.

## 12. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

Vice Mayor Cooley requested that staff look at street racing on Coloma Road.

Council Member Budge requested a status update of the Rio del Oro project prior to the Budget Work Session.

## 13. CITY MANAGER'S REPORT

## 14. ADJOURNMENT

Mayor Skoglund adjourned the regular meeting at 9:15 p.m.

_____
Mindy Cuppy, City Clerk

# MEMORANDUM

**DATE:** May 4, 2009

**TO:** Honorable Mayor and Council Members

**FROM:** Donna Silva, Finance Director

**SUBJECT:** **QUARTERLY TREASURER'S REPORT – March 31, 2009**

## RECOMMENDATION

This report is informational only. It is recommended that the report be received and filed.

## RESULT OF RECOMMENDED ACTION

This report provides Council with information concerning the City's investment portfolio. This report will meet requirements as provided by state law.

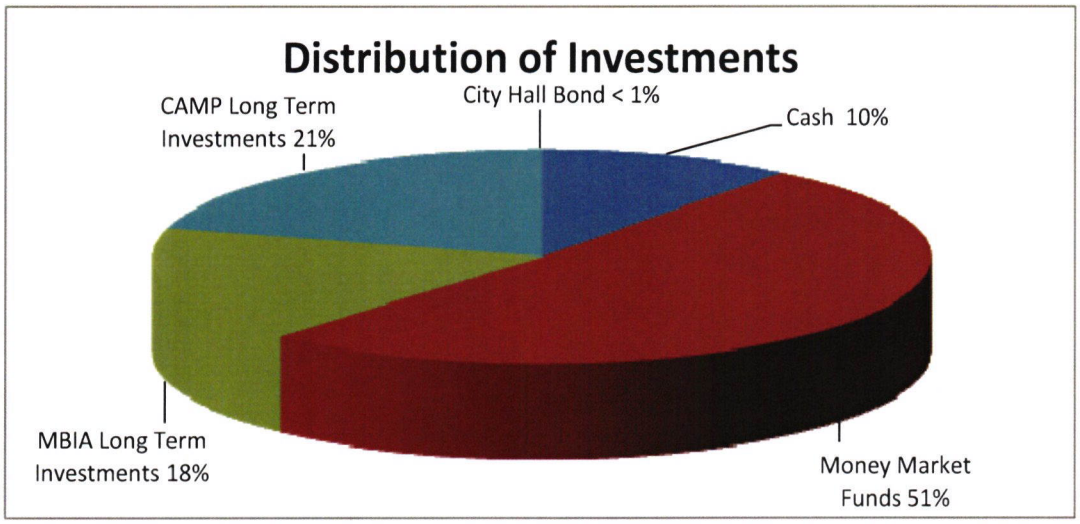
## BACKGROUND

Attached is the Quarterly Treasurer's Report for the period ending March 31, 2009. Treasurer's reports are provided to Council on a quarterly basis.

At December 31, 2008, the City's total portfolio was $83.5 million. Since that time, the balances have increased by $7 million for an ending balance of $90.5 million at March 31, 2009. Of that, the General Fund Cash and Investments balance was $14.7 million. Cash and short-term investments increased by $11.2 million while long-term investments decreased by $4.2. The overall portfolio is well diversified with $26.6 million invested in long-term investments. $44.7 million is invested in short-term investments that are considered liquid (CAMP and LAIF). The remainder consists of $11.1 million on deposit with our banks and $5,701 is invested in a City of Rancho Cordova City Hall bond. Staff, in conjunction with our Financial Advisors, periodically reviews the mix of liquid and long-term investments and adjusts the portfolio according to the market conditions and our short-term cash needs. At March 31st, interest rates at LAIF and CAMP had fallen from their December 2008 amounts of 2.54% and 1.75%, to 1.91% and .9%, respectively.

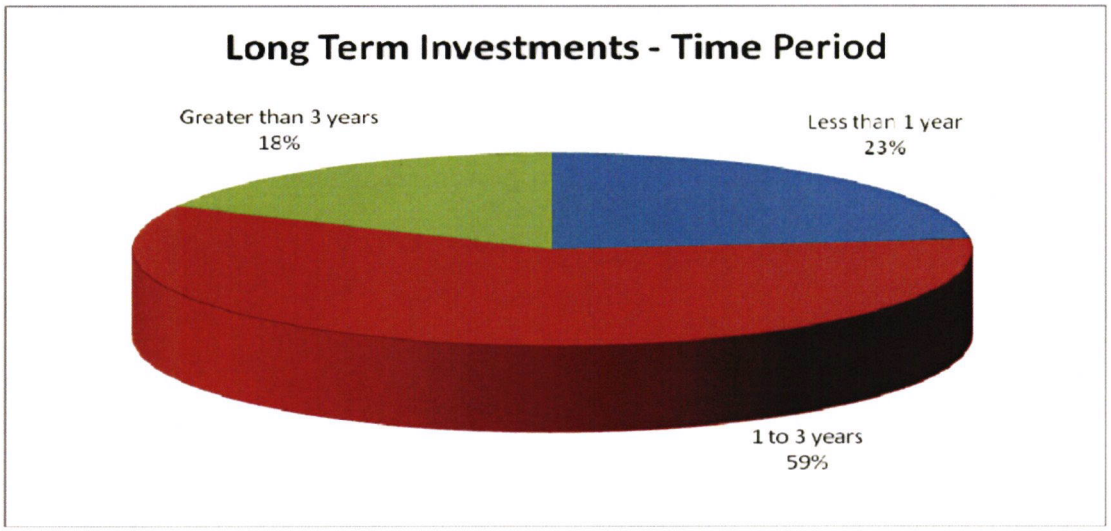
The increase in cash and investment balances is typical for this time of year, as we received our first installment of property taxes at the end of January.

Staff thoroughly reviews investment statements and makes appropriate inquiries of CAMP, LAIF, and MBIA, as necessary, to confirm the existence and viability of the City's assets. The City invests conservatively in S & P rated AAA securities and U.S. Treasury Notes. The long-term assets are in securities that can be held to maturity, thus are less vulnerable to the fluctuations of the market. It has been noted that there is approximately $8.8 million invested in Freddie Mac and Fannie Mae. Our investment advisors have stated that these entities are even more secure than in the past as they now have the federal government insuring the investments.




## Analysis of the long-term investments:

| | Par Value | Current Value | Percent of L-T Investments |
|---|---|---|---|
| Less than 1-year | $ 8,015,000 | $ 8,125,864 | 23.37% |
| 1 to 3 years | 19,765,000 | 20,516,004 | 59.05% |
| Greater than 3-years | 5,875,000 | 6,099,358 | 17.57% |
| | $ 33,655,000 | $ 24,741,226 | 100.00% |




**ATTACHMENT**

Quarterly Treasurer's Report for March 31, 2009

# CITY OF RANCHO CORDOVA, CA
# TREASURER'S REPORT
# MARCH 31, 2009

| | Par Value | Current Value | Maturity Date |
|---|---|---|---|
| **Cash and Cash Equivalents** | | | |
| Wells Fargo Bank | 9,306,572 | 9,306,572 | n.a. |
| U.S. Bank Checking - old system | 203,314 | 203,314 | n.a. |
| Bank of Sacramento | 64,589 | 64,589 | |
| | 9,574,475 | 9,574,475 | |
| **Money Market Funds** | | | |
| Wells Fargo Adv Treasury Plus MMF (MBIA) | 1,538,762 | 1,538,762 | n.a. |
| Sub-total | 1,538,762 | 1,538,762 | |
| **Money Market Funds** | | | |
| Local Agency Investment Fund (LAIF) | 18,733,234 | 18,733,234 | n.a. |
| California Asset Management Program (CAMP) | 25,962,650 | 25,962,650 | n.a. |
| Sub-total | 44,695,884 | 44,695,884 | |
| **Long-Term Investments - MBIA:** | | | |
| U.S. Treasury Note | 750,000 | 764,004 | 11/15/2009 |
| U.S. Treasury Note | 500,000 | 510,000 | 12/31/2009 |
| Fannie Mae Note | 750,000 | 749,894 | 5/1/2009 |
| Federal Home Loan Note | 500,000 | 505,132 | 6/19/2009 |
| Farm Credit Note | 500,000 | 505,383 | 7/17/2009 |
| Federal Home Loan Note | 750,000 | 764,844 | 9/11/2009 |
| Federal Home Loan Note | 500,000 | 514,012 | 12/11/2009 |
| Fannie Mae Note | 500,000 | 512,645 | 2/15/2010 |
| Federal Home Loan Note | 500,000 | 524,766 | 6/11/2010 |
| Freddie Mac Note | 750,000 | 789,524 | 9/1/2010 |
| Freddie Mac Note | 750,000 | 757,214 | 10/8/2008 |
| Federal Home Loan Note | 750,000 | 789,938 | 12/10/2010 |
| Farm Credit Note | 1,000,000 | 1,037,549 | 1/18/2011 |
| Fannie Mae Note | 1,000,000 | 1,003,033 | 2/11/2011 |
| Farm Credit Note | 500,000 | 531,928 | 2/18/2011 |
| Fannie Mae Note | 1,000,000 | 1,003,141 | 3/16/2011 |
| Freddie Mac Note | 750,000 | 803,129 | 4/15/2011 |
| Farm Credit Note | 1,000,000 | 1,012,084 | 9/29/2011 |
| Farm Credit Note | 750,000 | 800,418 | 12/8/2011 |
| Farm Credit Note | 500,000 | 541,540 | 4/12/2012 |
| Federal Home Loan Note | 1,000,000 | 1,053,352 | 10/5/2012 |
| Farm Credit Note | 500,000 | 535,663 | 10/17/2012 |
| Sub-total | 15,500,000 | 16,009,191 | |

## CITY OF RANCHO CORDOVA, CA
## TREASURER'S REPORT
## MARCH 31, 2009

| | Par Value | Current Value | Maturity Date |
|---|---|---|---|
| **Long-Term Investments -CAMP:** | | | |
| Federal Home Loan Global Notes | 1,000,000 | 1,000,000 | 4/1/2009 |
| FFCB Notes | 250,000 | 254,375 | 9/28/2009 |
| Federal Home Loan Global Notes | 500,000 | 510,469 | 11/30/2009 |
| Federal Home Loan Global Notes | 510,000 | 510,041 | 1/15/2010 |
| Federal Home Loan Tap Notes | 500,000 | 518,906 | 3/12/2010 |
| Federal Home Loan Global Notes | 500,000 | 500,459 | 3/30/2010 |
| State of California 2008 Taxal | 670,000 | 679,514 | 4/1/2010 |
| Fannie Mae Global Benchmark Notes | 500,000 | 515,625 | 5/15/2010 |
| Federal Home Loan Global Notes | 1,250,000 | 1,277,636 | 6/28/2010 |
| Fannie Mae Global Benchmark Notes | 500,000 | 521,094 | 8/15/2010 |
| U.S. Treasury Note | 600,000 | 634,148 | 10/15/2010 |
| Federal Home Loan Global Notes | 740,000 | 774,688 | 10/22/2010 |
| FFCB Notes | 1,030,000 | 1,070,878 | 12/6/2010 |
| Federal Home Loan Global Notes | 425,000 | 425,037 | 1/7/2011 |
| Fannie Mae Global Benchmark Notes | 500,000 | 501,562 | 2/11/2011 |
| Federal Home Loan Global Notes | 800,000 | 800,598 | 2/18/2011 |
| Fannie Mae Global Benchmark Notes | 500,000 | 535,469 | 4/15/2011 |
| FFCB Notes | 750,000 | 766,875 | 4/21/2011 |
| Federal Home Loan Notes | 500,000 | 521,875 | 7/1/2011 |
| Federal Home Loan Global Reference Notes | 1,000,000 | 1,082,500 | 7/18/2011 |
| Fannie Mae Global Benchmark Notes | 750,000 | 811,406 | 10/15/2011 |
| U.S. Treasury Note | 500,000 | 544,375 | 8/31/2011 |
| Federal Home Loan Global Reference Notes | 1,000,000 | 1,007,500 | 4/13/2012 |
| FFCB Notes | 1,025,000 | 1,023,719 | 4/24/2012 |
| Fannie Mae Global Notes | 500,000 | 544,844 | 5/18/2012 |
| FFCB Notes | 350,000 | 385,787 | 8/1/2012 |
| U.S. Treasury Note | 1,000,000 | 1,006,953 | 3/15/2012 |
| | 18,150,000 | 18,726,333 | |
| **Long-Term Investments - Brandis Tallman LLC** | | | |
| City Hall COP Bond | 5,000 | 5,701 | 2/1/2035 |
| **Total Portfolio** | **$ 89,464,121** | **$ 90,550,346** | |

All data is per March 2009 statements of account.
The portfolio is in compliance with the current Investment Portfolio of the City of Rancho Cordova.
Based on the value and liquidity of the portfolio, the City of Rancho Cordova is able to meet it's expenditure requirements for the next six months.

# MEMORANDUM

**DATE:** May 4, 2009

**TO:** Mayor and Council Members

**FROM:** Cyrus Abhar, Public Works Director

**SUBJECT:** **RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE THREE PUBLIC WORKS DEPARTMENT ON-CALL EMERGENCY AND ONGOING TRANSPORTATION MAINTENANCE SERVICES AGREEMENTS IN THE AMOUNT OF $750,000.00 WITH GRANITE CONSTRUCTION (CONTRACT NO. 46-2009), MCE (CONTRACT NO. 47-2009), AND TEICHERT CONSTRUCTION (CONTRACT NO. 48-2009)**

---

## RECOMMENDATION

Adopt Resolution 38-2009.

## RESULT OF RECOMMENDED ACTION

Adoption of this resolution will authorize the City Manager to execute three Public Works Department on-call emergency and ongoing transportation maintenance services agreements for $250,000 each. The total contracted amount will be in an amount not to exceed $750,000.

## BACKGROUND

Since the City of Rancho Cordova's inception, significant services including public works maintenance services have been provided through contracts with the County of Sacramento. Services provided by the County are varied depending on the task at hand, but commonly include pothole repair, sidewalk maintenance, ADA improvements, street maintenance and emergency repairs.

The Public Works Department proposes to enter into three additional on-call contracts with Granite Construction, MCE and Teichert Construction. The three additional contracts would allow the City to draw upon greater resources, thus increasing the ability to handle workload peaks, urgent maintenance, emergencies, and maintain efficient response times. Examples of emergency and urgent conditions include storm damage, and infrastructure failures, etc. Statements of qualification for each of the above contractors are on file with the Public Works Department and are available for Council review.

## FISCAL IMPACT

Work performed for the contracts would be paid through various funding sources earmarked for the project. The terms of the contract are for up to two years to allow for continued services if funds are not expended in the first year of the contract.

## ATTACHMENT

Resolution 38-2009.

**AGENDA ITEM 8.3**

**CITY OF RANCHO CORDOVA**

**RESOLUTION NO. 38-2009**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA AUTHORIZING THE EXECUTION OF CONTRACTS WITH GRANITE CONSTRUCTION, MCE AND TEICHERT CONSTRUCTION TO PROVIDE ON-CALL EMERGENCY AND ONGOING MAINTENANCE SERVICES**

**WHEREAS**, the City of Rancho Cordova wishes to enter into on-call contracts as detailed below:

- A contract (Contract No. 46-2008) with Granite Construction in the amount of $250,000 for on-call emergency and ongoing maintenance services.
- A contract (Contract No. 47-2008) with MCE in the amount of $250,000 for on-call emergency and ongoing maintenance services.
- A contract (Contract No. 48-2009) with Teichert Construction in the amount of $250,000 for on-call emergency and ongoing maintenance services.

**WHEREAS**, those services will exceed the maximum amount that the City Manager has authorization to approve; and

**WHEREAS**, the Council of the City of Rancho Cordova, in the FY 2008-2009 Adopted Budget has budgeted sufficient funds to cover the cost of these contracts.

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA** that the City Manager is authorized to execute the above contracts in a form approved by the City Attorney.

**PASSED AND ADOPTED** by the City Council of on the _____ day of _____, 2009 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

_____
Dan Skoglund, Mayor

**ATTEST:**

_____
Mindy Cuppy, City Clerk

# MEMORANDUM

**DATE:** May 4, 2009

**TO:** Honorable Mayor and Council Members

**FROM:** Cyrus Abhar, Public Works Director

**SUBJECT:** **ORDINANCE AMENDING CHAPTER 16.85 OF THE RANCHO CORDOVA MUNICIPAL CODE, "ESTABLISHMENT OF DEVELOPMENT IMPACT FEES FOR MEASURE A TRANSPORTATION IMPROVEMENTS**

---

## RECOMMENDATION

Waive first reading and introduce Ordinance No. 11-2009.

## RESULT OF RECOMMENDED ACTION

Adoption of this ordinance will delete Section 16.85.140 from the Rancho Cordova Municipal Code in order to prevent the Finance Department from having to create unnecessary fund accounts for the collection of development impact fees for Measure A Transportation Improvements.

## BACKGROUND

On January 20, 2009, the Council adopted Ordinance No. 1-2009 adding Chapter 16.85 to the Rancho Cordova Municipal Code to establish development impact fees for Measure A Transportation Improvements. Section 16.85.140, which was adopted as part of Ordinance No. 1-2009, provides for the creation of funds and accounts specifically to hold the revenue generated by such fees. Section 16.85.140 currently reads as follows:

> "**16.85.140 Creation of Funds.**
>
> A. The fees established and collected pursuant to this chapter shall be deposited in the following separate special funds and accounts created specifically to hold the revenue generated by such fees. Said collected fees shall be deposited, managed, and maintained pursuant to the provisions of Section 66006 of the Government Code. Moneys within such fund may be used solely for the purposes set forth in Section 16.85.150 of this chapter. In this regard, the following special funds are created and established:
>
> 1. Measure A transportation impact fee fund for the deposit and collection of the Measure A transportation impact fee.

2. Measure A administration fee fund for the deposit and collection of the Measure A administration fee.

B. The City Public Works Director, or his or her designee, shall have the authority to rename funds and create new funds, as such funds may become necessary or appropriate through the adoption of any fee resolution or through any amendment to the financing plan, expenditure plan and/or nexus study as referenced in subsection A of Section 16.85.040 of this chapter."

The Finance Director has determined that there is no need to create new special funds and accounts for the fee revenues, but rather that such revenues can be tracked using existing financial accounts. The attached Ordinance will delete Section 16.85.140 in order to prevent the Finance Department from having to set up unnecessary funds and accounts.

**ATTACHMENT**

Ordinance No. 11-2009

**CITY OF RANCHO CORDOVA**

**ORDINANCE NO. 11-2009**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA AMENDING CHAPTER 16.85, "ESTABLISHMENT OF DEVELOPMENT IMPACT FEES FOR MEASURE A TRANSPORTATION IMPROVEMENTS," OF THE RANCHO CORDOVA MUNICIPAL CODE TO REMOVE UNNECESSARY LANGUAGE**

**WHEREAS,** on January 20, 2009, the Council adopted Ordinance No. 1-2009 adding Chapter 16.85, "Establishment of Development Impact Fees for Measure A Transportation Improvements," to the Rancho Cordova Municipal Code; and

**WHEREAS,** Chapter 16.85 establishes the procedures for the collection of the development impact fees for Measure A Transportation Improvements; and

**WHEREAS,** Section 16.85.140, "Creation of Funds," requires that the City create new separate special funds and accounts for the revenue generated by the fees; and

**WHEREAS,** the Finance Director has determined it is unnecessary to create new funds and that the revenues shall be tracked using existing financial accounts; and

**WHEREAS,** it has been determined that the existing language in Section 16.85.140 is unnecessary and should be deleted in order to avoid confusion.

**THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA DOES ORDAIN AS FOLLOWS:**

**Section 1.** Section 16.85.140, "Creation of Funds," of Chapter 16.85, "Establishment of Development Impact Fees for Measure A Transportation Improvements," of the Rancho Cordova Municipal Code is hereby deleted in its entirety.

~~16.85.140 Creation of Funds.~~

~~A. The fees established and collected pursuant to this chapter shall be deposited in the following separate special funds and accounts created specifically to hold the revenue generated by such fees. Said collected fees shall be deposited, managed, and maintained pursuant to the provisions of Section 66006 of the Government Code. Moneys within such fund may be used solely for the purposes set forth in Section 16.85.150 of this chapter. In this regard, the following special funds are created and established:~~

~~1. Measure A transportation impact fee fund for the deposit and collection of the Measure A transportation impact fee.~~

~~2. Measure A administration fee fund for the deposit and collection of the Measure A administration fee.~~

~~B. The City Public Works Director, or his or her designee, shall have the authority to rename funds and create new funds, as such funds may become necessary or appropriate through the adoption of any fee resolution or through any amendment to the financing plan, expenditure plan and/or nexus study as referenced in subsection A of Section 16.85.040 of this chapter.~~

**Section 2.** Effective Date

Within fifteen (15) days after adoption, a Summary of this Ordinance shall be published once in the Grapevine Independent, or the Sacramento Bee, a newspaper of general circulation printed and published in Sacramento County and circulated in the City of Rancho Cordova, in accordance with Government Code Section 36933. This Ordinance shall take effect and be enforced thirty (30) days after its adoption.

**PASSED AND ADOPTED** by the City Council of the City of Rancho Cordova on the _____ day of _____, 2009 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

_____
Dan Skoglund, Mayor

**ATTEST:**

_____
Mindy Cuppy, City Clerk

**MEMORANDUM**

**DATE:** May 4, 2009

**TO:** Honorable Mayor and Council Members

**THROUGH:** Curt Haven, Economic Development Director

**FROM:** Reed Flory, Housing Services Administrator

**SUBJECT:** **RESOLUTION APPROVING THE 2009-10 COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) ACTION PLAN AND AUTHORIZING THE CITY MANAGER TO SUBMIT THE 2009-10 CDBG ACTION PLAN, STANDARD FORM 424, AND CERTIFICATIONS TO U.S. DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT (HUD) TO RECEIVE $682,662 IN CDBG FUNDING**

---

## RECOMMENDATION

Adopt Resolution No. 37-2009 authorizing the City Manager to submit the following documents:

1. 2009-10 CDBG Action Plan;
2. Standard Form 424; and
3. Various certifications required by HUD.

## RESULT OF RECOMMENDED ACTION

Adoption of this resolution will allow the City Manager to submit the required documentation to receive $682,662.00 in CDBG funding for Fiscal Year 2009-10 for housing and community development projects, and to reallocate CDBG program income and unspent funds from previous program years.

## BACKGROUND

Each year the City receives an entitlement allocation of CDBG funding from HUD; FY 2009-10, the City's allocation is anticipated to be $682,662. Final allocations should be released by HUD in early May. In addition to the CDBG funds, the City will allocate $64,701 in program income and $31,038 in prior-year funds from projects that did not move forward. In addition, the City anticipates receiving a one-time allocation of $185,416 in CDBG-r (recovery) funds, made available recently as a part of the federal economic stimulus activities.

### CDBG Program

The federal objective of the CDBG program is to develop viable urban communities by providing decent housing, a suitable living environment, and expanded economic opportunities, principally for low- and moderate-income persons (below 80 percent of area median income). At least 70 percent of the City's CDBG funds must be used for activities that benefit low- and moderate-income persons.

All activities must meet one of the following national objectives for the program: 1) benefit low- and moderate-income persons, 2) prevent or eliminate slums or blight, or 3) meet a community development need having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community.

CDBG funds may be used for a variety of community development activities, including acquisition of real property, rehabilitation of residential and non-residential structures, construction of public facilities and improvements, public services, and economic development and job creation/retention activities.

**Action Plan**

In order to receive CDBG funds, the City is required to prepare an annual budget plan called the Action Plan. The Action Plan is the implementing document for the Consolidated Plan, a five-year plan for the City's housing, community development, economic development, infrastructure, and community services goals. The Action Plans identifies the projects to be funded and goals to be accomplished during the CDBG fiscal year.

The City's 2009-10 Action Plan also amends the 2008-09 Action Plan to include CDBG funding provided by the recent federal economic stimulus.

Adopting the Action Plan will allow the City to submit the documentation required to receive $682,662 in CDBG funding and $185,416 in CDBG-R funding for FY 2009-10 housing and community development projects, and to reallocate CDBG program income and unspent funds from previous program years.

## ANALYSIS

The City anticipates allocating approximately $682,662 in 2009-10 CDBG funds, $64,701 in prior-year program income, $31,038 in unspent prior-year funds, and $185,416 in CDBG-R funds specifically designated for "shovel-ready" projects. This is a total of $963,817. The 2009-2010 Action Plan outlines the intended uses of these CDBG resources during that fiscal year.

**Funding Process**

In January 2009, the CDBG application package was released for all eligible CDBG activities. The application package was advertised in the *Grapevine*, posted on the City's website, and sent to several local and regional non-profit organizations. Applications were due on February 27, 2009. On February 10, 2009, the City held a public meeting to solicit input from local residents and service providers on the 2009-10 Action Plan. Training and technical assistance to potential applicants was also provided at the training.

After the original public review draft Action Plan was revised and posted for review on April 7, 2009, no additional public comment has been received as of the writing of this report.

**Funding Requests**

The City received proposals from non-profit organizations and City departments for a variety of activities. Project recommendations are for those projects determined most likely to be successful and maintain compliance with CDBG regulations while producing the greatest benefit to the City.

*Public Services*

Federal regulations allow the City to spend no more than 15 percent of its total annual CDBG allocation plus 15 percent of its prior-year program income on public services activities. Taking into account the City's grant amount of $682,662 and the estimated 2008-09 program income of $49,827, the anticipated public services allocation is $109,873. The City received public services requests totaling $236,521. The requests came from both new and previously-funded CDBG grant applicants and the proposed projects address a wide variety of needs of low- and moderate-income residents of Rancho Cordova.

Based on Council comments and public input received at the April 6, 2009 meeting, staff has amended the recommended public services allocations. The 2009-10 applications descriptions and recommendations are summarized in **(Attachment 2)**.

HUD has not released final allocations for the 2009-10 year, nor have they released requirements for projects funded with the CDBG-R funds. Guidance on both issues is anticipated in May. It is possible some additional funding will be available for public services, in which case the Council will be presented with the option of increasing these awards during the mid-year amendment process.

*Code Enforcement and Rental Housing Inspection*

The CDBG program allows funding code enforcement activities in deteriorating areas where the result of the efforts (along with other public and private investments) will be to arrest decline in the area. Staff recommends CDBG code enforcement funding of $86,000, which will provide one full-time staff member devoted to proactive code enforcement in the CDBG target areas. Staff also recommends funding the Rental Housing Inspection Program at the level of $123,000, providing the equivalent of 1.5 full-time staff to inspect each of the rental units in the target area on an annual basis. The Rental Housing Inspection Program recommendation was increased by $42,498 (0.5 FTE) which together with a similar addition (0.5 FTE) to the Residential Rehabilitation program responds to the need for additional inspections as indicated by the Council in its April 6 comments.

*Public Facilities*

The City received one public facilities application for 2009-10 funding. The Cordova Recreation and Park District (CRPD) requested $20,000 to upgrade the Senior Center's kitchen and improve facility security and safety, including the installation of security doors and parking lot lighting. Staff recommends allocating the full amount of the request to CRPD.

Subsequent to the application period, the CRPD identified other needed improvements to their facilities in CDBG target areas. Staff recommends allocating $25,000 to these improvements, which will benefit the surrounding neighborhoods.

*Housing*

One of the primary goals of the CDBG program is to improve the quality of the housing stock for low-income households. In previous years, the City has devoted a portion of funding to the Emergency Repair Program, which offers small loans to low-income households in order to make necessary health and safety repairs.

In an attempt to address significant housing rehabilitation needs throughout the City, staff recommends that the balance of funding available after public services, public facilities, code enforcement, and administration allocations be devoted to a housing rehabilitation program. Through offering low-interest loans to low-income homeowners, the program will take advantage of lower bids for home improvements projects and help to retain construction jobs. The amount of funding recommended for the program is $453,447.

*Administration*

Up to 20 percent of the annual CDBG allocation plus prior-year program income can be used for costs of administering the grant. This includes fair housing services, which are required to meet the goal of affirmatively furthering fair housing. Staff recommends setting aside $121,497 for program staffing and $25,000 for the Center for Human Rights, Law, and Advocacy, which provides the City's fair housing services.

## ATTACHMENTS

1. Resolution 37-2009
2. Applications Received and Funding Recommendations
3. Draft 2009-10 CDBG Action Plan

**ATTACHMENT 1**

**CITY OF RANCHO CORDOVA**

**RESOLUTION NO. 37-2009**

# A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA APPROVING THE ADOPTION OF THE 2009-10 ACTION PLAN AND AUTHORIZING THE CITY MANAGER TO EXECUTE AND FILE ALL DOCUMENTS REQUIRED TO RECEIVE US DEPARTMENT OF HOUSING (HUD) COMMUNITY DEVELOPMENT BLOCK GRANT (CDBG) FUNDING

**WHEREAS**, the Community Development Block Grant Program, authorized pursuant to Title 1 of the Housing and Community Development Act of 1974, as amended (Act), requires that jurisdictions provide for the issuance of grants in order to attain the objective of providing decent housing and a suitable living environment and expanding economic opportunities, principally for persons of low- and moderate-income; and

**WHEREAS**, there has been presented to, and reviewed by this City Council, the 2009-10 Action Plan (Action Plan), which describes programs to be funded, in compliance with the goals and objectives of the Consolidated Plan, for the 2009-10 program year; and

**WHEREAS**, there has been presented to, and reviewed by this City Council, Certifications to the U.S. Department of Housing and Urban Development (HUD), including those regarding affirmatively furthering fair housing, anti-displacement and relocation plan, drug free workplace, anti-lobbying, authority of jurisdiction, consistency with strategic plan, citizen participation, community development plan, following Consolidated Plan, use of funds, prohibition of excessive force, compliance with anti-discrimination laws, and lead-based paint; and

**WHEREAS**, there has been presented to, and reviewed by this City Council an application on Standard Form 424 (Application) to HUD for a Community Development Block Grant in the amount of $682,662, for the period of July 1, 2009 through June 30, 2010; and

**WHEREAS**, there has been presented to, and reviewed by this City Council an application on Standard Form 424 (Application) to HUD for a Community Development Block Grant in the amount of $185,416, for the CDBG-R funds available through the American Reinvestment and Recovery Act; and

**WHEREAS,** the Action Plan, and a notice of the 30-day public comment period, have been published for citizen comment prior to forwarding the documents to City Council for approval; and

**WHEREAS,** the City Council held public hearings on April 6 and May 4, 2009 to provide an opportunity for the public to comment on the information provided in the Action Plan.

**NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA**:

1. Approves the adoption of the City of Rancho Cordova 2009-10 Action Plan and Analysis of Impediments to Fair Housing Choice, certifying that that the City of Rancho Cordova has and will continue to conduct its activities in accordance with applicable statutes and regulations governing the CDBG Program, as identified in the Certifications in Appendix C of the Action Plan.

2. Authorizes the City Manager, or his designee, to execute and file the Application, Certifications, and all documents, including the Action Plan and Standard Form 424, that are required to receive CDBG funding for and on behalf of the City of Rancho Cordova, and to make minor changes to those documents where necessary.

**PASSED AND ADOPTED** by the City Council of the City of Rancho Cordova on the _____ day of _____, 2009 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

_____
Dan Skoglund, Mayor

**ATTEST:**

_____
Mindy Cuppy, City Clerk

# 2009-10 CDBG Applications Received and Recommended Funding Levels

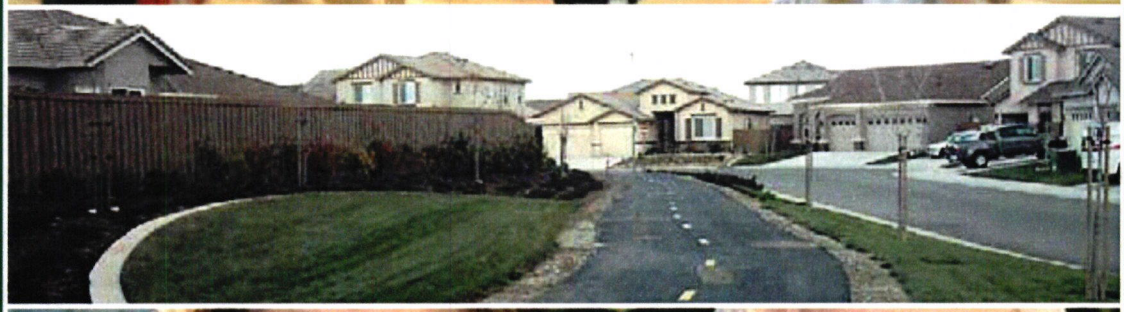
| Project<br>Organization | Project Description | Activity Type | Fund Request | Orig. Rec. Funding | NEW Rec. Funding | Comments |
|---|---|---|---|---|---|---|
| **Senior Meals (Meals on Wheels)**<br>Department of Human Assistance | Provide nutritious hot meals to homebound seniors and seniors dining at the Cordova Senior Center. | Public Service | $49,220 | $49,220 | **$49,220** | Provide meals daily to homebound seniors, three days per week at the Senior Center. Rec. funding allows four meals per week at Senior Center. |
| **Respite CLUB**<br>Cordova Neighborhood Church | Provides affordable, senior respite day care services to seniors with severe memory loss. | Public Service | $9,416 | $0 | **$9,416** | Last funded in 2007-08. Slight increase in service predicted. |
| **Cordova Activities for Kids (CAKe)**<br>Folsom Cordova Community Partnership | Offer an after-school and summer activities program for children. | Public Service | $41,500 | $30,000 | **$27,500** | Funding recommended is minimum amount they feel is needed to continue to operate and to expand the program. |
| **Housing Counseling**<br>Sacramento Self-Help Housing, Inc. | Provide services to residents of Rancho Cordova who are homeless or in danger of homelessness to aid them in securing stable housing. | Public Service | $7,594 | $7,000 | **$6,838** | Addresses a need for homeless services, as required by HUD. |
| **Youth Crime Prevention**<br>Police Activities League | Provide educational and recreational activities to foster trust between youth and police officers, while offering enrichment and leadership opportunities to youth. | Public Service | $58,000 | $5,000 | **$0** | New activity; may be able to be fund one new program aspect if additional funding received. |
| **Fair Housing Counseling**<br>Center for Human Rights, Law, and Advocacy | Offer a range of fair housing services, including a telephone hotline, landlord/ tenant information, complaint investigation, and education and outreach. | Public Service OR Admin | $44,000 | $0 | **$0** | Service can also be provided out of the admin budget (recommended in the amount of $25,000). Additional funding may be considered if received. |
| **Domestic Violence Counseling Program**<br>WEAVE, Inc. | Provide local counseling services to residents of Rancho Cordova who have suffered from domestic violence. Counseling includes a lethality assessment. | Public Service | $26,791 | $16,899 | **$16,899** | WEAVE has seen a significant increase in need for services in Rancho Cordova over the prior year. |
| **TOTAL FUNDING** | | | **$236,521** | **$108,119** | **$109,873** | |

ATTACHMENT 2

ATTACHMENT 3

# 2009-2010 AMENDED ACTION PLAN

CITY OF RANCHO CORDOVA



PUBLIC REVIEW DRAFT
APRIL 4, 2009

## COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

# DRAFT 2009-10 ACTION PLAN

## TABLE OF CONTENTS

**Executive Summary** ..... **1**

Objectives ..... 1

Outcomes ..... 2

**Introduction** ..... **2**

Resources ..... 3

**Activities to be Undertaken** ..... **3**

Housing Activities ..... 5

Public Facilities ..... 6

Public Services ..... 7

Planning and Administration Activities ..... 8

Geographic Distribution ..... 9

Minority Distribution ..... 9

Homeless and Other Special Needs Populations ..... 13

Address Obstacles to Meeting Underserved Needs ..... 13

Foster and Maintain Affordable Housing ..... 14

**Appendices (B and C in Final Version Only)**

Appendix A: SF-424 and Certifications

Appendix B: Resolution

Appendix C: Public Hearing and Public Comments

Appendix D: Project Descriptions

## LIST OF TABLES

Table 1 Proposed CDBG Activities and Projects: Fiscal Year 2009-10 ..... 4

## LIST OF FIGURES

Figure 1 Location of Proposed Projects and Areas of Low- and Moderate-Income Concentration ..... 10

Figure 2 Location of Proposed Projects and Areas of Low-Income Concentration ..... 11

Figure 3 Location of Proposed Projects and Areas of Minority Concentration ..... 12

# DRAFT 2009-10 ACTION PLAN

## EXECUTIVE SUMMARY

The 2009-10 Action Plan is a one-year plan to address the community development and low- and moderate-income housing needs in the City of Rancho Cordova. It is the fourth Action Plan in the implementation of the five-year Consolidated Plan. Both the Consolidated Plan and the Action Plan are implemented by the City housing staff.

The City anticipates receiving $682,662 from the federal Community Development Block Grant (CDBG) program, and will be reallocating $31,038 of unspent funds from previous program years. The City will also allocate $38,133 in 2007-08 program income, $26,568 in 2008-09 program income, and $185,416 in CDBG-R funds received through the recent federal economic stimulus. The City also plans to meet its community development and housing needs using a variety of other funding sources, including the City's Very Low Income Housing Trust Fund, the Neighborhood Stabilization Program, and redevelopment funding.

City staff encouraged citizen participation throughout the Action Plan process. This included consulting local organizations, holding public meetings, and encouraging public comment during the public review period. Using research and input from the public, City staff formulated the objectives and outcomes that are briefly described below.

### OBJECTIVES

The City's key objectives for the 2009-10 funding period include the following:

- Provide housing programs that preserve the quality and affordability of ownership housing stock for target-income households;
- Arrest decline in deteriorated areas of the City by requiring rental property owners to fix code violations and improve their properties, by increasing code enforcement efforts;
- Assist community-based organizations with additional financing that allows them to provide new or expanded services to target low-income residents, especially seniors and youth; and
- Improve public facilities in target areas.

## OUTCOMES

The City's housing outcomes for this planning period are primarily directed at improving affordability and accessibility of housing for target-income residents. Nine homes will be rehabilitated, and approximately 1,300 units will be inspected for code violations.

The City will fund five public services programs, which are expected to benefit approximately 1,000 residents:

- Senior Nutrition Services (Meals on Wheels), which provides hot meals in the local senior center as well as to homebound seniors;
- Cordova Activities for Kids Program, which offers recreational and pro-social activities to youth ;
- WEAVE, which offers assistance to victims of domestic violence;
- Sacramento Self-Help Housing, which provides services to homeless and near-homeless persons; and
- Respite CLUB, which provides affordable, senior respite day care services to seniors with severe memory loss.

# INTRODUCTION

The U.S. Department of Housing and Urban Development (HUD) requires all government entities receiving federal Community Development Block Grant (CDBG) funds to prepare an Annual Action Plan. The Action Plan outlines funding priorities and discusses how activities will meet the community needs identified in the Consolidated Plan. The activities described in this Action Plan are proposed to be undertaken during the period between July 1, 2009 and June 30, 2010.

The major objectives of activities undertaken during the 2009-2010 funding year will be to:

- Provide housing programs that preserve the quality and affordability of ownership housing stock for target-income households;
- Arrest decline in deteriorated areas of the City by requiring rental property owners to fix code violations and improve their properties, by increasing code enforcement efforts;
- Assist community-based organizations with additional financing that allows them to provide new or expanded services to target-income residents; and

- Improve public facilities in target areas.

## RESOURCES

The City of Rancho Cordova will receive $682,662 in 2009-10 through the CDBG program, and will reallocate $31,038 in unspent prior program year funds. The City will also allocate $38,133 in program income received during 2007-08, $26,568 in program income received in 2008-09, and $185,416 CDBG-R recently received for CDBG-eligible "shovel-ready" projects. In order to address the community's needs and the goals identified in the Strategic Plan, the City will also consider augmenting CDBG funds using a variety of additional funding sources. These funding sources may include the Very Low-Income Housing Trust Fund, redevelopment funding (including housing set-aside), the California Department of Housing and Community Development, other state and federal agencies, and local sources. CDBG program income is also an additional resource.

While some residents in the City may live in Section 8 properties or use Housing Choice Vouchers (formerly Section 8), these programs are managed by the local public housing authority, Sacramento Housing and Redevelopment Agency. The City supports private developers in their applications for low-income housing tax credits, when possible, but does not construct affordable housing.

# ACTIVITIES TO BE UNDERTAKEN

Table 1 provides a description of the activities to be undertaken during fiscal year 2009-10 one-year objective (output) and the amount of CDBG funding allocated to each activity are identified. All activities are anticipated to be completed during the fiscal year. More detailed descriptions of activities follow the table.

The City chose to emphasize neighborhood improvement and public services activities with their CDBG funding, because there are relatively few other sources of funding available to finance these activities. Within public services, the City gave a high priority to activities serving seniors and youth, as well as activities which result in neighborhood revitalization.

# DRAFT 2009-10 ACTION PLAN

## TABLE 1
## PROPOSED CDBG ACTIVITIES AND PROJECTS:

## FISCAL YEAR 2009-10

| Goal | Activity Name | Activity Description | Output | Funding |
|---|---|---|---|---|
| **Housing** | | | | |
| HS-1 | Housing Rehabilitation Program | Provide low-interest loans to low-income homeowners to rehabilitate their homes. | 8 homes rehabilitated. | $453,447 |
| HS-1, HS-2 | Rental Housing Inspection Program | Inspect rental units in the redevelopment area to find and correct code violations. | 1,000 homes inspected. | $123,000 |
| HS-1, HS-2 | Code Enforcement | Provide code enforcement services in the redevelopment area. | 700 homes inspected. | $86,000 |
| **Public Facilities** | | | | |
| CD-4 | Cordova Recreation and Park District | Provide funding for improvements to the Senior Center. | 1 public facilities project completed | $20,000 |
| CD-4 | Cordova Recreation and Park District | Provide funding for a public facilities improvement (scenarios are being evaluated by City staff). | 1 public facilities project completed | $25,000 |
| **Public Services** | | | | |
| CD-2, CD-3 | Cordova Activities for Kids Program (CAKe) | Provide recreational and pro-social activities to youth after school and in the summer. | 250 youth served | $27,500 |
| CD-1, CD-3 | Senior Nutrition Program (Meals on Wheels) | Provide homebound seniors with hot meals and provide lunch to seniors at the Cordova Senior Center. | 290 seniors provided meals | $49,220 ($13,000 in other funding) |
| HA-1, CD-3 | Sacramento Self-Help Housing Inc. | Provide housing services to residents who are in danger of homelessness, or who are already homeless, to aid them in securing stable housing. | 75 persons provided counseling | $6,838 |
| CD-3 | WEAVE | Provide assistance to victims of domestic violence, including individual and group counseling. | 141 people provided counseling | $16,899 |
| CD-1, CD-3 | Respite CLUB | Provides affordable, senior respite day care services to seniors with severe memory loss. | 23 seniors provided day care services | $9,416 |

| Goal | Activity Name | Activity Description | Output | Funding |
|---|---|---|---|---|
| **Planning and Administration** | | | | |
| HS-1, HS-2 | Human Rights/Fair Housing Commission | Provide fair housing assistance and education. | 160 households provided assistance and education | $25,000 ($10,000 contingent on audit) |
| PA-1 | Planning and Administration | Provide general administration of the CDBG program, including all planning and reporting activities | 1 year of program ad-ministration. | $121,417 |

## HOUSING ACTIVITIES

### Housing Rehabilitation Program

The housing rehabilitation program is intended to provide low-interest loans to low-income homeowners to make necessary health and safety repairs to owner-occupied units. The program is a way to preserve the habitability of the housing stock and will help to retain construction jobs.

| | |
|---|---|
| 2009-10 Output: | 8 homes rehabilitated |
| Outcome Category: | Affordability for the purpose of providing decent affordable housing |
| Goals Addressed: | HS-1 |
| Funding: | $453,447 ($386,718 for repair and $42,500 for implementation) |

### Rental Housing Inspection Program

The rental housing inspection program will fund salary and benefits for a 0.75 FTE code enforcement officer whose duties will include inspecting rental units within the redevelopment area. The City has many rental units which are likely out of compliance with applicable codes, and this program, in coordination with public and private investment, will arrest the decline of the area by forcing rental property owners to improve their properties to a minimum standard.

| | |
|---|---|
| 2009-10 Output: | 1,000 rental units inspected |
| Outcome Category: | Accessibility for the purpose of providing a suitable living environment |
| Goals Addressed: | HS-1, HS-2 |
| Funding: | $123,000 |

### Code Enforcement

The code enforcement program will fund salary and benefits for a 0.75 FTE code enforcement officer whose responsibilities will include responding to code enforcement complaints and proactively enforcing code.

| | |
|---|---|
| 2009-10 Output: | 700 units inspected |
| Outcome Category: | Accessibility for the purpose of providing a suitable living environment |
| Goals Addressed: | HS-1, HS-2 |
| Funding: | $86,000 |

## PUBLIC FACILITIES

### Cordova Recreation and Park District

The Cordova Recreation and Park District (CRPD) will upgrade the Senior Center's kitchen and will install security doors and parking lot lighting to improve facility security and safety.

| | |
|---|---|
| 2009-10 Output: | 1 public facilities project completed |
| Outcome Category: | Accessibility for the purpose of providing a suitable living environment |
| Goals Addressed: | CD-4 |
| Funding: | $20,000 |

### Cordova Recreation and Park District

The Cordova Recreation and Park District (CRPD) will be a public facilities improvement and scenarios are being evaluated by City staff.

| | |
|---|---|
| 2009-10 Output: | 1 public facilities project completed |
| Outcome Category: | Accessibility for the purpose of providing a suitable living environment |
| Goals Addressed: | CD-4 |
| Funding: | $25,000 |

## PUBLIC SERVICES

## Cordova Activities for Kids Program

Cordova Activities for Kids (CAKe) Program engages children in a variety of recreational and pro-social activities after-school and during the summer. Currently partially funded by other grants, CDBG funding will allow the program to fund its coordinator position.

| | |
|---|---|
| 2009-10 Output: | 250 youth served |
| Outcome Category: | Accessibility for the purpose of creating suitable living environments |
| Goals Addressed: | CD-2, CD-3 |
| Funding: | $27,500 |

## Senior Nutrition Services (Meals on Wheels)

The Senior Nutrition Services program has two components: providing five hot meals per week to homebound seniors and providing lunches to seniors at the Cordova Senior Center. The program provides regular contact for homebound seniors. Funding will help pay for the personnel who prepare and deliver the meals.

| | |
|---|---|
| 2009-10 Output: | 290 seniors provided with meals |
| Outcome Category: | Accessibility for the purpose of creating suitable living environments |
| Goals Addressed: | CD-1, CD-3 |
| Funding: | $49,220 (plus up to $13,000 from another source) |

## Sacramento Self-Help Housing

Sacramento Self-Help Housing provides counseling and housing referrals to homeless and near-homeless individuals and households. With funding, the organization plans to continue operating in the City's primary low-income service center, the Rancho Cordova Neighborhood Center.

| | |
|---|---|
| 2009-10 Output: | 75 households provided counseling |
| Outcome Category: | Accessibility for the purpose of creating suitable living environments |
| Goals Addressed: | HA-1, CD-3 |
| Funding: | $6,838 |

### WEAVE

WEAVE is a domestic violence counseling program. They will extend their existing program to provide counseling services, including individual and group counseling, to residents of Rancho Cordova who have suffered from domestic violence.

| | |
|---|---|
| 2009-10 Output: | 141 people provided counseling |
| Outcome Category: | Accessibility for the purpose of creating suitable living environments |
| Goals Addressed: | CD-3 |
| Funding: | $16,899 |

### Respite Club

Respite club is a service provided by the Cordova neighborhood Church. They will provide affordable, senior respite day care service to seniors with severe memory loss.

| | |
|---|---|
| 2009-10 Output: | 23 seniors provided day care services |
| Outcome Category: | Accessibility for the purpose of creating suitable living environments |
| Goals Addressed: | CD-1, CD-3 |
| Funding: | $9,416 |

## Planning and Administration Activities

### Human Rights / Fair Housing Commission

The Human Rights/Fair Housing Commission provides fair housing services such as housing discrimination and tenant and landlord laws, complain investigation, outreach and education through public forums, distribution of fair housing brochures, and newspaper articles.

| | |
|---|---|
| 2009-10 Output: | 160 households assisted |
| Outcome Category: | Accessibility for the purpose of creating suitable living environments |
| Goals Addressed: | HS-1, HS-2 |
| Funding: | $25,000 ($10,000 contingent on audit) |

### Planning and Administration

The planning and administration funding is intended to provide funding for general staff administration of CDBG programs and activities, including Integrated Disbursement and Information System (IDIS) training, program set-up, reporting, planning, and subrecipient training and monitoring.

| | |
|---|---|
| 2009-10 Output: | Quality administration of the CDBG program |
| Goals Addressed: | PA-1 |
| Funding: | $121,497 |

## Geographic Distribution

Geographic distribution of activities is widely varied, but most take place in or near a low- and moderate-income area. The location of an activity largely depends on the type of activity and many of the City's 2009-10 activities, such as home repair and Meals on Wheels, are able to take place across the entire City. Figure 1 (in progress) shows the location of the activities proposed to be funded in program year 2009-10. Not all of the activities funded through the CDBG program are shown in Figure 1 because some are community-wide, while the exact locations of others (e.g., housing rehabilitation) have yet to be determined. Figure 2 (in progress) displays the location of activities in relation to low-income areas.

The rental housing inspection program and code enforcement activities funded by CDBG will take place in the City's designated target areas. The investment of other public and private funds in these areas will provide a comprehensive approach to revitalization.

## Minority Distribution

The City of Rancho Cordova strives to make all of its programs and activities available to eligible low- and moderate-income residents regardless of sex, race, religious background, or disability. As a result, many programs, including emergency repair, senior services, and youth services, will be available to residents citywide. Programs with a specific location, such as White Rock Park, are located in areas with varying levels of minority concentration with an emphasis on higher concentration areas. Table 1 details the projects in the City; of these, the majority are available on a citywide basis. Projects that do have a specific, pre-determined geographic location are often located in or near areas of minority concentration, as seen in Figure 3 (in progress).

## Homeless and Other Special Needs Populations

The City's strategy related to the needs of the homeless, those at risk of homelessness, and other special needs populations involves funding a variety of supportive services offered locally or regionally to Rancho Cordova residents. Currently, Rancho Cordova is home to the Mather Community Campus, a major supportive housing facility for homeless individuals, but other resources have limited capacity. As a part of the City's plan to encourage a system of supportive services located in the City to allow for accessibility for residents, the City is funding several programs and services to assist its homeless and special needs populations. In 2009-10, these include:

- Homeless and family assistance to locate temporary or permanent housing, provided by Sacramento Self-Help Housing;
- Services for victims of domestic violence, provided by WEAVE;
- Senior services, provided by the Meals on Wheels; and
- Youth services, provided by Cordova Activities for Kids.

In addition, the City's Housing Element includes several programs that provide for the development of affordable housing. The Element also removes potential constraints to housing for persons with disabilities.

## Address Obstacles to Meeting Underserved Needs

While there are several constraints to meeting the needs of target-income residents, the primary obstacle is the lack of available services within the City's boundaries. Many services are located in the City of Sacramento; additionally, those services located locally often do not have sufficient capacity to meet needs.

The City plans to use its CDBG funds to promote the local provision of services for low- and moderate-income residents in Rancho Cordova. Furthermore, the City will also encourage area service providers to offer services in the community. In the 2009-10 program year, several organizations (including Sacramento Self-Help Housing and WEAVE) are expected to provide services within Rancho Cordova.

## Foster and Maintain Affordable Housing

The City's draft 2008-2013 Housing Element includes a number of important programs to facilitate the development of affordable housing in Rancho Cordova. Some of these programs include:

- Developers of new residential projects within the newly developing areas of the City (generally in the large, vacant areas south of Highway 50) shall prepare an Affordable Housing Plan (Plan) for the project for City review and approval that identifies the project's plan for providing affordable housing. (Policy H.1.5)

- Provide neighborhood revitalization in existing areas through housing rehabilitation (owner- and renter-occupied units) and infill reuse/conversion. (Policy H.2.2)

- Continue to identify the most troubled multi-family projects (in terms of law enforcement, code enforcement, and blight conditions) and aggressively pursue the transformation or conversion of such properties into uses that move the community into a more balanced housing market and that will not result in the loss of existing affordable housing units subsidized with federal, state, or local funds. (Action H.2.2.4)

- Pursue potential reuse and conversion opportunities for additional housing along Folsom Boulevard. (Policy H.2.5)

- Provide a range of senior housing opportunities, including senior developments with single-story homes, independent living, assisted living, skilled nursing, and shared housing, and pursue opportunities and funding to convert existing apartment complexes to senior housing facilities. (Policy H.4.2)

- Provide housing for the special needs populations, including housing accessible for persons with disabilities (including veterans as a primary target group), large households, the homeless, and single-parent households. (Policy H.4.4)

- Pursue available and appropriate state and federal funding sources to support efforts to meet new construction needs of very low-, low-, and moderate-income households. (Action H.7.2.1)

Additional measures are identified and explained in detail in the City's Housing Element.

## Remove Barriers to Affordable Housing

The City is undertaking a number of actions to reduce potential barriers and constraints to affordable housing as well as housing for special needs populations. These include creating funds in support of affordable housing development, as well as offering fee reductions, regulatory incentives, density incentives, and several other options. These are described in more detail in the City's draft 2008-2013 Housing Element.

## Develop Institutional Structure

The planned Housing and Neighborhood Services Division, within the Economic Development Department, will be responsible for the management, implementation, and monitoring of the Consolidated Plan documents, including the Action Plan.

The City will designate staff positions to administer the programs and activities funded with CDBG funds. These staff members will work with the individual City divisions, such as Public Works and Parks, to develop procedures and coordinate the administration of programs that will be carried out by these divisions. Designated staff will also work closely with the providers of CDBG-funded services and programs that are not carried out by the City.

## Enhance Coordination

The City will continue its work with neighboring jurisdictions such as the County and the City of Sacramento, including Sacramento Housing and Redevelopment Agency, to address the regional issues that affect the needs of target-income persons as well as special needs populations. The City will also work with service providers and local, state, and federal agencies (e.g., HUD).

## Public Housing Needs

There are ten apartment complexes that include some of the 747 affordable housing units in Rancho Cordova. Some of these units are administered by Sacramento Housing and Redevelopment Agency (SHRA), which serves as the public housing authority for Sacramento County. The City of Rancho Cordova does not have its own local housing authority. Resident initiatives are handled directly by SHRA.

## Anti-Poverty Strategy

The City's anti-poverty strategy is based on revitalizing the City's existing housing stock to provide safe and decent places to live, and supporting social services agencies that provide various services that promote income and housing stability. In addition, the City's strategy is to provide supportive services for target-income residents, including senior and youth services.

In the 2009-10 program year, the City plans the following anti-poverty programs:

- Senior nutrition program, also known as Meals on Wheels;
- Housing crisis intervention services, provided by Sacramento Self-Help Housing;
- Homeless services, provided by Sacramento Self-Help Housing and other organizations; and
- Housing loans for housing rehabilitation to owner-occupied units.

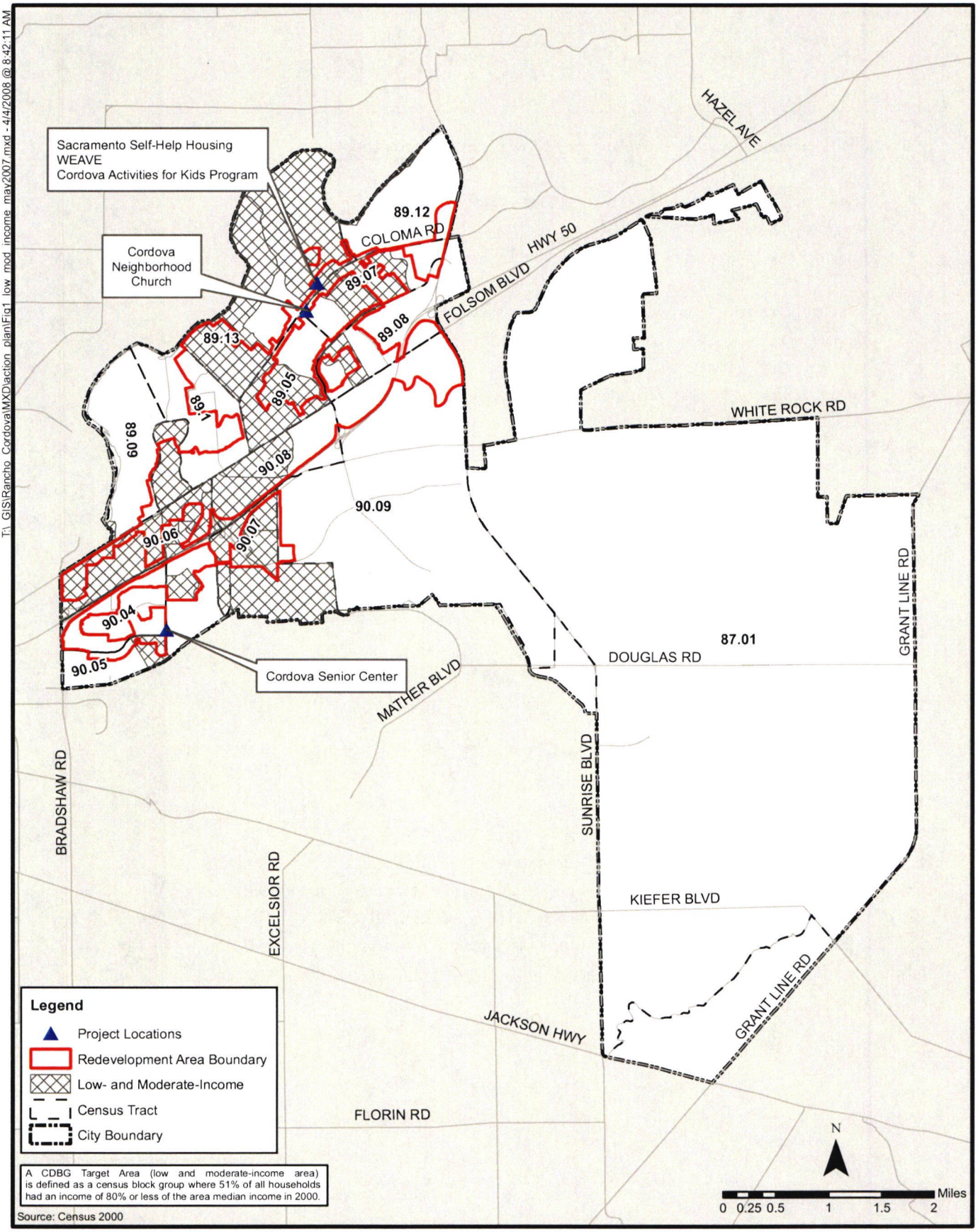
## Lead-Based Paint Hazards

The City will provide lead-abatement assistance for residential units through its Emergency Repair Loan Program. The program will comply with the Residential Lead Based Paint Hazard Reduction Act of 1992 (Title X) and subsequent changes in September 1999. The procedures regarding lead-based paint will include the following:

- Notification;
- Identification; and
- Treatment (if necessary).

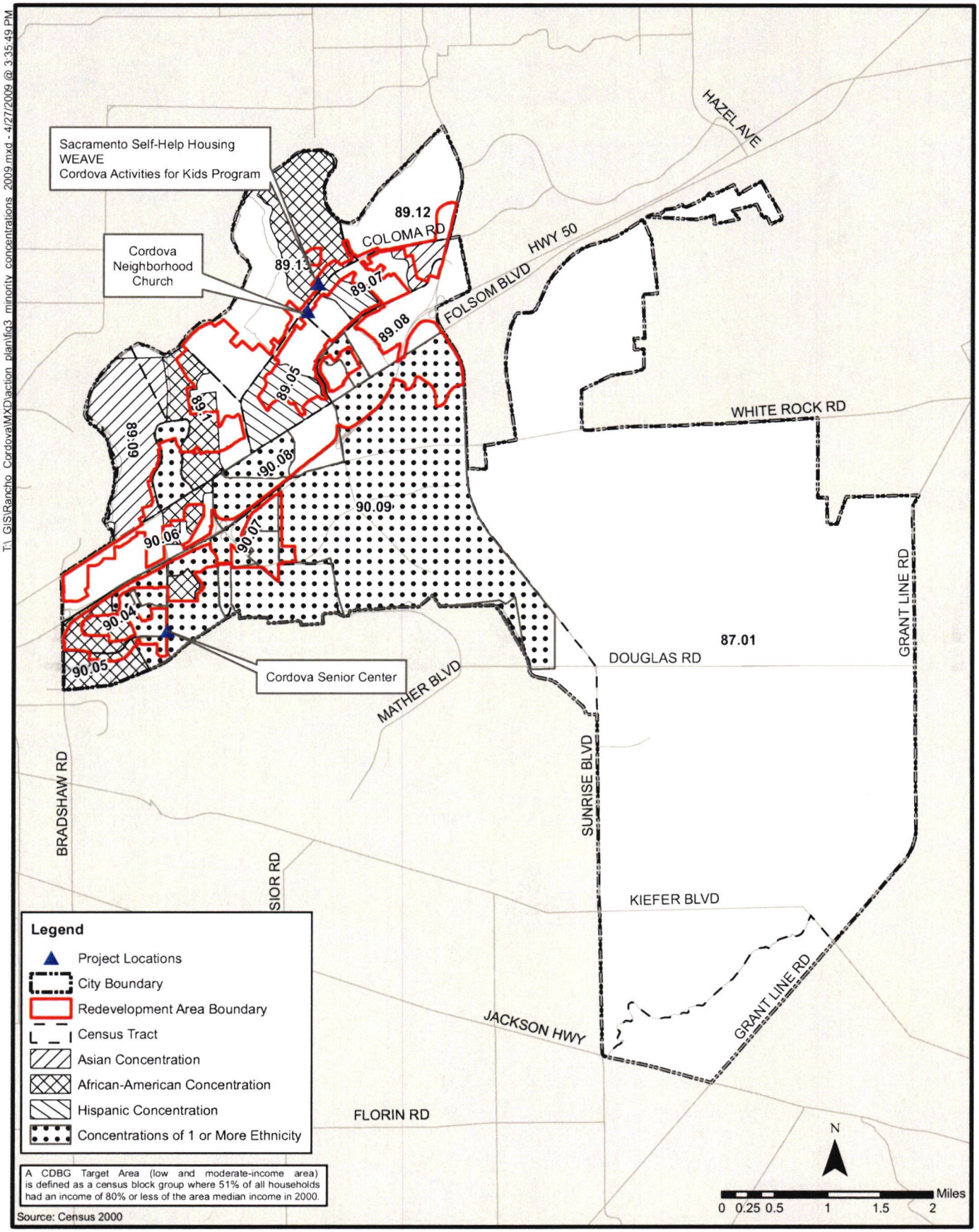
## Monitoring Plan

The City of Rancho Cordova has developed a monitoring system to ensure that the activities carried out in furtherance of the Plan are done so in a timely manner in accordance with the federal monitoring requirements of 24 CFR 570.501(V) and 24 CFR 85.40 and all other applicable laws, regulations, policies, and sound management and accounting practices. The objectives of the monitoring plan are described in more detail in the Consolidated Plan.




City of Rancho Cordova
Planning Department

**Figure 1**
**Location of Proposed Projects and Areas of Low- and Moderate-Income Concentration**




City of Rancho Cordova
Planning Department

**Figure 3**
**Location of Proposed Projects and Areas of Minority Concentration**

# APPENDIX A: SF-424 AND CERTIFICATIONS

# APPLICATION FOR FEDERAL ASSISTANCE

OMB Approved No. 3076-0006

Version 7/03

| | | | |
|---|---|---|---|
| | | **2. DATE SUBMITTED** | Applicant Identifier |
| **1. TYPE OF SUBMISSION:** Application ☐ **Construction** ☐ **Non-Construction** | Pre-application ☐ **Construction** ☐ **Non-Construction** | **3. DATE RECEIVED BY STATE** | State Application Identifier |
| | | **4. DATE RECEIVED BY FEDERAL AGENCY** | Federal Identifier |

**5. APPLICANT INFORMATION**

| | | | |
|---|---|---|---|
| Legal Name: | | **Organizational Unit:** | |
| | | Department: | |
| Organizational DUNS: | | Division: | |
| **Address:** | | **Name and telephone number of person to be contacted on matters involving this application (give area code)** | |
| Street: | | Prefix: | First Name: |
| City: | | Middle Name | |
| County: | | Last Name | |
| State: | Zip Code | Suffix: | |
| Country: | | Email: | |
| **6. EMPLOYER IDENTIFICATION NUMBER** *(EIN):* ☐☐-☐☐☐☐☐☐☐ | | Phone Number (give area code) | Fax Number (give area code) |

| | |
|---|---|
| **8. TYPE OF APPLICATION:** ☐ **New** ☐ **Continuation** ☐ **Revision** If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) ☐ ☐ Other (specify) | **7. TYPE OF APPLICANT:** (See back of form for Application Types) Other (specify) |
| | **9. NAME OF FEDERAL AGENCY:** |
| **10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:** ☐☐-☐☐☐ TITLE (Name of Program): Labor Management Cooperation Program | **11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:** |
| **12. AREAS AFFECTED BY PROJECT** *(Cities, Counties, States, etc.):* | |

| | | | |
|---|---|---|---|
| **13. PROPOSED PROJECT** | | **14. CONGRESSIONAL DISTRICTS OF:** | |
| Start Date: | Ending Date: | a. Applicant | b. Project |

| | | |
|---|---|---|
| **15. ESTIMATED FUNDING:** | | **16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?** |
| a. Federal | $ .00 | a. Yes. ☐ THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON DATE: |
| b. Applicant | $ .00 | |
| c. State | $ .00 | |
| d. Local | $ .00 | b. No. ☐ PROGRAM IS NOT COVERED BY E. O. 12372 |
| e. Other | $ .00 | ☐ OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW |
| f. Program Income | $ .00 | **17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?** |
| g. TOTAL | $ .00 | ☐ Yes If "Yes" attach an explanation. ☐ No |

**18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.**

| | | |
|---|---|---|
| a. Authorized Representative | | |
| Prefix | First Name | Middle Name |
| Last Name | | Suffix |
| b. Title | | c. Telephone Number (give area code) |
| d. Signature of Authorized Representative | | e. Date Signed |

## INSTRUCTIONS FOR THE SF-424

Public reporting burden for this collection of information is estimated to average 45 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0043), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

This is a standard form used by applicants as a required face sheet for pre-applications and applications submitted for Federal assistance. It will be used by Federal agencies to obtain applicant certification that States which have established a review and comment procedure in response to Executive Order 12372 and have selected the program to be included in their process, have been given an opportunity to review the applicant's submission.

| Item: | Entry: | Item: | Entry: |
|---|---|---|---|
| 1. | Select Type of Submission. | 11. | Enter a brief descriptive title of the project. If more than one program is involved, you should append an explanation on a separate sheet. If appropriate (e.g., construction or real property projects), attach a map showing project location. For preapplications, use a separate sheet to provide a summary description of this project. |
| 2. | Date application submitted to Federal agency (or State if applicable) and applicant's control number (if applicable). | 12. | List only the largest political entities affected (e.g., State, counties, cities). |
| 3. | State use only (if applicable). | 13 | Enter the proposed start date and end date of the project. |
| 4. | Enter Date Received by Federal Agency<br>Federal identifier number: If this application is a continuation or revision to an existing award, enter the present Federal Identifier number. If for a new project, leave blank. | 14. | List the applicant's Congressional District and any District(s) affected by the program or project |
| 5. | Enter legal name of applicant, name of primary organizational unit (including division, if applicable), which will undertake the assistance activity, enter the organization's DUNS number (received from Dun and Bradstreet), enter the complete address of the applicant (including country), and name, telephone number, e-mail and fax of the person to contact on matters related to this application. | 15 | Amount requested or to be contributed during the first funding/budget period by each contributor. Value of in kind contributions should be included on appropriate lines as applicable. If the action will result in a dollar change to an existing award, indicate only the amount of the change. For decreases, enclose the amounts in parentheses. If both basic and supplemental amounts are included, show breakdown on an attached sheet. For multiple program funding, use totals and show breakdown using same categories as item 15. |
| 6. | Enter Employer Identification Number (EIN) as assigned by the Internal Revenue Service. | 16. | Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process. |
| 7. | Select the appropriate letter in the space provided.<br>A. State<br>B. County<br>C. Municipal<br>D. Township<br>E. Interstate<br>F. Intermunicipal<br>G. Special District<br>H. Independent School District<br>I. State Controlled Institution of Higher Learning<br>J. Private University<br>K. Indian Tribe<br>L. Individual<br>M. Profit Organization<br>N. Other (Specify)<br>O. Not for Profit Organization | 17. | This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes. |
| 8. | Select the type from the following list:<br>• "New" means a new assistance award.<br>• "Continuation" means an extension for an additional funding/budget period for a project with a projected completion date.<br>• "Revision" means any change in the Federal Government's financial obligation or contingent liability from an existing obligation. If a revision enter the appropriate letter:<br>A. Increase Award B. Decrease Award<br>C. Increase Duration D. Decrease Duration | 18 | To be signed by the authorized representative of the applicant. A copy of the governing body's authorization for you to sign this application as official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.) |
| 9. | Name of Federal agency from which assistance is being requested with this application. | | |
| 10. | Use the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested. | | |

**APPLICATION FOR FEDERAL ASSISTANCE**

OMB Approved No. 3076-0006

Version 7/03

| | | | |
|---|---|---|---|
| **1. TYPE OF SUBMISSION:** Application ☐ **Construction** ☐ **Non-Construction** | Pre-application ☐ **Construction** ☐ **Non-Construction** | **2. DATE SUBMITTED** | Applicant Identifier |
| | | **3. DATE RECEIVED BY STATE** | State Application Identifier |
| | | **4. DATE RECEIVED BY FEDERAL AGENCY** | Federal Identifier |

**5. APPLICANT INFORMATION**

| | | | |
|---|---|---|---|
| Legal Name: | | **Organizational Unit**: | |
| | | Department: | |
| Organizational DUNS: | | Division: | |
| **Address**: | | **Name and telephone number of person to be contacted on matters involving this application (give area code)** | |
| Street: | | Prefix: | First Name: |
| City: | | Middle Name | |
| County: | | Last Name | |
| State: | Zip Code | Suffix: | |
| Country: | | Email: | |
| **6. EMPLOYER IDENTIFICATION NUMBER** *(EIN)*: ☐☐-☐☐☐☐☐☐☐ | | Phone Number (give area code) | Fax Number (give area code) |

| | |
|---|---|
| **8. TYPE OF APPLICATION:** ☐ **New** ☐ **Continuation** ☐ **Revision** If Revision, enter appropriate letter(s) in box(es) (See back of form for description of letters.) ☐ ☐ Other (specify) | **7. TYPE OF APPLICANT:** (See back of form for Application Types) Other (specify) |
| | **9. NAME OF FEDERAL AGENCY:** |
| **10. CATALOG OF FEDERAL DOMESTIC ASSISTANCE NUMBER:** ☐☐-☐☐☐ TITLE (Name of Program): Labor Management Cooperation Program | **11. DESCRIPTIVE TITLE OF APPLICANT'S PROJECT:** |
| **12. AREAS AFFECTED BY PROJECT** *(Cities, Counties, States, etc.)*: | |

| | | | |
|---|---|---|---|
| **13. PROPOSED PROJECT** | | **14. CONGRESSIONAL DISTRICTS OF:** | |
| Start Date: | Ending Date: | a. Applicant | b. Project |

| | | |
|---|---|---|
| **15. ESTIMATED FUNDING:** | | **16. IS APPLICATION SUBJECT TO REVIEW BY STATE EXECUTIVE ORDER 12372 PROCESS?** |
| a. Federal | $ .00 | a. Yes. ☐ THIS PREAPPLICATION/APPLICATION WAS MADE AVAILABLE TO THE STATE EXECUTIVE ORDER 12372 PROCESS FOR REVIEW ON |
| b. Applicant | $ .00 | DATE: |
| c. State | $ .00 | |
| d. Local | $ .00 | b. No. ☐ PROGRAM IS NOT COVERED BY E. O. 12372 |
| e. Other | $ .00 | ☐ OR PROGRAM HAS NOT BEEN SELECTED BY STATE FOR REVIEW |
| f. Program Income | $ .00 | **17. IS THE APPLICANT DELINQUENT ON ANY FEDERAL DEBT?** |
| g. TOTAL | $ .00 | ☐ Yes If "Yes" attach an explanation. ☐ No |

**18. TO THE BEST OF MY KNOWLEDGE AND BELIEF, ALL DATA IN THIS APPLICATION/PREAPPLICATION ARE TRUE AND CORRECT. THE DOCUMENT HAS BEEN DULY AUTHORIZED BY THE GOVERNING BODY OF THE APPLICANT AND THE APPLICANT WILL COMPLY WITH THE ATTACHED ASSURANCES IF THE ASSISTANCE IS AWARDED.**

| | | |
|---|---|---|
| a. Authorized Representative | | |
| Prefix | First Name | Middle Name |
| Last Name | | Suffix |
| b. Title | | c. Telephone Number (give area code) |
| d. Signature of Authorized Representative | | e. Date Signed |

## INSTRUCTIONS FOR THE SF-424

Public reporting burden for this collection of information is estimated to average 45 minutes per response, including time for reviewing instructions, searching existing data sources, gathering and maintaining the data needed, and completing and reviewing the collection of information. Send comments regarding the burden estimate or any other aspect of this collection of information, including suggestions for reducing this burden, to the Office of Management and Budget, Paperwork Reduction Project (0348-0043), Washington, DC 20503.

**PLEASE DO NOT RETURN YOUR COMPLETED FORM TO THE OFFICE OF MANAGEMENT AND BUDGET. SEND IT TO THE ADDRESS PROVIDED BY THE SPONSORING AGENCY.**

This is a standard form used by applicants as a required face sheet for pre-applications and applications submitted for Federal assistance. It will be used by Federal agencies to obtain applicant certification that States which have established a review and comment procedure in response to Executive Order 12372 and have selected the program to be included in their process, have been given an opportunity to review the applicant's submission.

| Item: | Entry: | Item: | Entry: |
|---|---|---|---|
| 1. | Select Type of Submission. | 11. | Enter a brief descriptive title of the project. If more than one program is involved, you should append an explanation on a separate sheet. If appropriate (e.g., construction or real property projects), attach a map showing project location. For preapplications, use a separate sheet to provide a summary description of this project. |
| 2. | Date application submitted to Federal agency (or State if applicable) and applicant's control number (if applicable). | 12. | List only the largest political entities affected (e.g., State, counties, cities). |
| 3. | State use only (if applicable). | 13 | Enter the proposed start date and end date of the project. |
| 4. | Enter Date Received by Federal Agency<br>Federal identifier number: If this application is a continuation or revision to an existing award, enter the present Federal Identifier number. If for a new project, leave blank. | 14. | List the applicant's Congressional District and any District(s) affected by the program or project |
| 5. | Enter legal name of applicant, name of primary organizational unit (including division, if applicable), which will undertake the assistance activity, enter the organization's DUNS number (received from Dun and Bradstreet), enter the complete address of the applicant (including country), and name, telephone number, e-mail and fax of the person to contact on matters related to this application. | 15 | Amount requested or to be contributed during the first funding/budget period by each contributor. Value of in kind contributions should be included on appropriate lines as applicable. If the action will result in a dollar change to an existing award, indicate only the amount of the change. For decreases, enclose the amounts in parentheses. If both basic and supplemental amounts are included, show breakdown on an attached sheet. For multiple program funding, use totals and show breakdown using same categories as item 15. |
| 6. | Enter Employer Identification Number (EIN) as assigned by the Internal Revenue Service. | 16. | Applicants should contact the State Single Point of Contact (SPOC) for Federal Executive Order 12372 to determine whether the application is subject to the State intergovernmental review process. |
| 7. | Select the appropriate letter in the space provided.<br>A. State<br>B. County<br>C. Municipal<br>D. Township<br>E. Interstate<br>F. Intermunicipal<br>G. Special District<br>H. Independent School District<br>I. State Controlled Institution of Higher Learning<br>J. Private University<br>K. Indian Tribe<br>L. Individual<br>M. Profit Organization<br>N. Other (Specify)<br>O. Not for Profit Organization | 17. | This question applies to the applicant organization, not the person who signs as the authorized representative. Categories of debt include delinquent audit disallowances, loans and taxes. |
| 8. | Select the type from the following list:<br>• "New" means a new assistance award.<br>• "Continuation" means an extension for an additional funding/budget period for a project with a projected completion date.<br>• "Revision" means any change in the Federal Government's financial obligation or contingent liability from an existing obligation. If a revision enter the appropriate letter:<br>A. Increase Award B. Decrease Award<br>C. Increase Duration D. Decrease Duration | 18 | To be signed by the authorized representative of the applicant. A copy of the governing body's authorization for you to sign this application as official representative must be on file in the applicant's office. (Certain Federal agencies may require that this authorization be submitted as part of the application.) |
| 9. | Name of Federal agency from which assistance is being requested with this application. | | |
| 10. | Use the Catalog of Federal Domestic Assistance number and title of the program under which assistance is requested. | | |

# Non-State Grantee Certifications

**Many elements of this document may be completed electronically, however a signature must be manually applied and the document must be submitted in paper form to the Field Office.**

☐ **This certification does not apply.**
☒ **This certification is applicable.**

## NON-STATE GOVERNMENT CERTIFICATIONS

In accordance with the applicable statutes and the regulations governing the consolidated plan regulations, the jurisdiction certifies that:

**Affirmatively Further Fair Housing** -- The jurisdiction will affirmatively further fair housing, which means it will conduct an analysis of impediments to fair housing choice within the jurisdiction, take appropriate actions to overcome the effects of any impediments identified through that analysis, and maintain records reflecting that analysis and actions in this regard.

**Anti-displacement and Relocation Plan** -- It will comply with the acquisition and relocation requirements of the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970, as amended, and implementing regulations at 49 CFR 24; and it has in effect and is following a residential antidisplacement and relocation assistance plan required under section 104(d) of the Housing and Community Development Act of 1974, as amended, in connection with any activity assisted with funding under the CDBG or HOME programs.

**Drug Free Workplace** -- It will or will continue to provide a drug-free workplace by:

1. Publishing a statement notifying employees that the unlawful manufacture, distribution, dispensing, possession, or use of a controlled substance is prohibited in the grantee's workplace and specifying the actions that will be taken against employees for violation of such prohibition;
2. Establishing an ongoing drug-free awareness program to inform employees about –
   a. The dangers of drug abuse in the workplace;
   b. The grantee's policy of maintaining a drug-free workplace;
   c. Any available drug counseling, rehabilitation, and employee assistance programs; and
   d. The penalties that may be imposed upon employees for drug abuse violations occurring in the workplace;
3. Making it a requirement that each employee to be engaged in the performance of the grant be given a copy of the statement required by paragraph 1;
4. Notifying the employee in the statement required by paragraph 1 that, as a condition of employment under the grant, the employee will –
   a. Abide by the terms of the statement; and
   b. Notify the employer in writing of his or her conviction for a violation of a criminal drug statute occurring in the workplace no later than five calendar days after such conviction;
5. Notifying the agency in writing, within ten calendar days after receiving notice under subparagraph 4(b) from an employee or otherwise receiving actual notice of such conviction. Employers of convicted employees must provide notice, including position title, to every grant officer or other designee on whose grant activity the convicted employee was working, unless the Federal agency has designated a central point for the receipt of such notices. Notice shall include the identification number(s) of each affected grant;
6. Taking one of the following actions, within 30 calendar days of receiving notice under subparagraph 4(b), with respect to any employee who is so convicted –
   a. Taking appropriate personnel action against such an employee, up to and including termination, consistent with the requirements of the Rehabilitation Act of 1973, as amended; or
   b. Requiring such employee to participate satisfactorily in a drug abuse assistance or rehabilitation program approved for such purposes by a Federal, State, or local health, law enforcement, or other appropriate agency;
7. Making a good faith effort to continue to maintain a drug-free workplace through implementation of paragraphs 1, 2, 3, 4, 5 and 6.

**Anti-Lobbying** -- To the best of the jurisdiction's knowledge and belief:

8. No Federal appropriated funds have been paid or will be paid, by or on behalf of it, to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with the awarding of any Federal contract, the making of any Federal grant, the making of any Federal loan, the entering into of any cooperative agreement, and the extension, continuation, renewal, amendment, or modification of any Federal contract, grant, loan, or cooperative agreement;
9. If any funds other than Federal appropriated funds have been paid or will be paid to any person for influencing or attempting to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with this Federal contract, grant, loan, or cooperative agreement, it will complete and submit Standard Form-LLL, "Disclosure Form to Report Lobbying," in accordance with its instructions; and
10. It will require that the language of paragraph 1 and 2 of this anti-lobbying certification be included in the award documents for all subawards at all tiers (including subcontracts, subgrants, and contracts under grants, loans, and cooperative agreements) and that all subrecipients shall certify and disclose accordingly.

**Authority of Jurisdiction** -- The consolidated plan is authorized under State and local law (as applicable) and the jurisdiction possesses the legal authority to carry out the programs for which it is seeking funding, in accordance with applicable HUD regulations.

**Consistency with plan** -- The housing activities to be undertaken with CDBG, HOME, ESG, and HOPWA funds are consistent with the strategic plan.

**Section 3** -- It will comply with section 3 of the Housing and Urban Development Act of 1968, and implementing regulations at 24 CFR Part 135.

Signature/Authorized Official

Date

Ted Gaebler

Name

City Manager

Title

2729 Prospect Park Dr.

Address

Rancho Cordova, CA 95670

City/State/Zip

916-851-8700

Telephone Number

☐ **This certification does not apply.**
☒ **This certification is applicable.**

## Specific CDBG Certifications

The Entitlement Community certifies that:

**Citizen Participation --** It is in full compliance and following a detailed citizen participation plan that satisfies the requirements of 24 CFR 91.105.

**Community Development Plan --** Its consolidated housing and community development plan identifies community development and housing needs and specifies both short-term and long-term community development objectives that provide decent housing, expand economic opportunities primarily for persons of low and moderate income. (See CFR 24 570.2 and CFR 24 part 570)

**Following a Plan --** It is following a current consolidated plan (or Comprehensive Housing Affordability Strategy) that has been approved by HUD.

**Use of Funds --** It has complied with the following criteria:

11. Maximum Feasible Priority - With respect to activities expected to be assisted with CDBG funds, it certifies that it has developed its Action Plan so as to give maximum feasible priority to activities which benefit low and moderate income families or aid in the prevention or elimination of slums or blight. The Action Plan may also include activities which the grantee certifies are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community, and other financial resources are not available);

12. Overall Benefit - The aggregate use of CDBG funds including section 108 guaranteed loans during program year(s) 2007, 2___, 2___, (a period specified by the grantee consisting of one, two, or three specific consecutive program years), shall principally benefit persons of low and moderate income in a manner that ensures that at least 70 percent of the amount is expended for activities that benefit such persons during the designated period;

13. Special Assessments - It will not attempt to recover any capital costs of public improvements assisted with CDBG funds including Section 108 loan guaranteed funds by assessing any amount against properties owned and occupied by persons of low and moderate income, including any fee charged or assessment made as a condition of obtaining access to such public improvements.

    However, if CDBG funds are used to pay the proportion of a fee or assessment that relates to the capital costs of public improvements (assisted in part with CDBG funds) financed from other revenue sources, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds.

    The jurisdiction will not attempt to recover any capital costs of public improvements assisted with CDBG funds, including Section 108, unless CDBG funds are used to pay the proportion of fee or assessment attributable to the capital costs of public improvements financed from other revenue sources. In this case, an assessment or charge may be made against the property with respect to the public improvements financed by a source other than CDBG funds. Also, in the case of properties owned and occupied by moderate-income (not low-income) families, an assessment or charge may be made against the property for public improvements financed by a source other than CDBG funds if the jurisdiction certifies that it lacks CDBG funds to cover the assessment.

**Excessive Force --** It has adopted and is enforcing:

14. A policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstrations; and

15. A policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstrations within its jurisdiction;

**Compliance With Anti-discrimination laws --** The grant will be conducted and administered in conformity with title VI of the Civil Rights Act of 1964 (42 USC 2000d), the Fair Housing Act (42 USC 3601-3619), and implementing regulations.

**Lead-Based Paint --** Its activities concerning lead-based paint will comply with the requirements of part 35, subparts A, B, J, K and R, of title 24;

**Compliance with Laws --** It will comply with applicable laws.

Signature/Authorized Official

Date

Ted Gaebler

Name

City Manager

Title

2729 Prospect Park Dr.

Address

Rancho Cordova, CA 95670

City/State/Zip

916-851-8700

Telephone Number

☒ **This certification does not apply.**
☐ **This certification is applicable.**

**OPTIONAL CERTIFICATION**
**CDBG**

Submit the following certification only when one or more of the activities in the action plan are designed to meet other community development needs having a particular urgency as specified in 24 CFR 570.208(c):

The grantee hereby certifies that the Annual Plan includes one or more specifically identified CDBG-assisted activities, which are designed to meet other community development needs having a particular urgency because existing conditions pose a serious and immediate threat to the health or welfare of the community and other financial resources are not available to meet such needs.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

☒ **This certification does not apply.**
☐ **This certification is applicable.**

## Specific HOME Certifications

The HOME participating jurisdiction certifies that:

**Tenant Based Rental Assistance --** If the participating jurisdiction intends to provide tenant-based rental assistance:

> The use of HOME funds for tenant-based rental assistance is an essential element of the participating jurisdiction's consolidated plan for expanding the supply, affordability, and availability of decent, safe, sanitary, and affordable housing.

**Eligible Activities and Costs --** it is using and will use HOME funds for eligible activities and costs, as described in 24 CFR § 92.205 through 92.209 and that it is not using and will not use HOME funds for prohibited activities, as described in § 92.214.

**Appropriate Financial Assistance --** before committing any funds to a project, it will evaluate the project in accordance with the guidelines that it adopts for this purpose and will not invest any more HOME funds in combination with other Federal assistance than is necessary to provide affordable housing;

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

☒ **This certification does not apply.**
☐ **This certification is applicable.**

## HOPWA Certifications

The HOPWA grantee certifies that:

**Activities --** Activities funded under the program will meet urgent needs that are not being met by available public and private sources.

**Building --** Any building or structure assisted under that program shall be operated for the purpose specified in the plan:

1. For at least 10 years in the case of assistance involving new construction, substantial rehabilitation, or acquisition of a facility,

2. For at least 3 years in the case of assistance involving non-substantial rehabilitation or repair of a building or structure.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

☒ **This certification does not apply.**
☐ **This certification is applicable.**

**ESG Certifications**

I, , Chief Executive Officer of **Error! Not a valid link.**, certify that the local government will ensure the provision of the matching supplemental funds required by the regulation at 24 *CFR* 576.51. I have attached to this certification a description of the sources and amounts of such supplemental funds.

I further certify that the local government will comply with:

1. The requirements of 24 *CFR* 576.53 concerning the continued use of buildings for which Emergency Shelter Grants are used for rehabilitation or conversion of buildings for use as emergency shelters for the homeless; or when funds are used solely for operating costs or essential services.

2. The building standards requirement of 24 *CFR* 576.55.

3. The requirements of 24 *CFR* 576.56, concerning assurances on services and other assistance to the homeless.

4. The requirements of 24 *CFR* 576.57, other appropriate provisions of 24 *CFR* Part 576, and other applicable federal laws concerning nondiscrimination and equal opportunity.

5. The requirements of 24 *CFR* 576.59(b) concerning the Uniform Relocation Assistance and Real Property Acquisition Policies Act of 1970.

6. The requirement of 24 *CFR* 576.59 concerning minimizing the displacement of persons as a result of a project assisted with these funds.

7. The requirements of 24 *CFR* Part 24 concerning the Drug Free Workplace Act of 1988.

8. The requirements of 24 *CFR* 576.56(a) and 576.65(b) that grantees develop and implement procedures to ensure the confidentiality of records pertaining to any individual provided family violence prevention or treatment services under any project assisted with ESG funds and that the address or location of any family violence shelter project will not be made public, except with written authorization of the person or persons responsible for the operation of such shelter.

9. The requirement that recipients involve themselves, to the maximum extent practicable and where appropriate, homeless individuals and families in policymaking, renovating, maintaining, and operating facilities assisted under the ESG program, and in providing services for occupants of these facilities as provided by 24 *CFR* 76.56.

10. The requirements of 24 *CFR* 576.57(e) dealing with the provisions of, and regulations and procedures applicable with respect to the environmental review

responsibilities under the National Environmental Policy Act of 1969 and related authorities as specified in 24 *CFR* Part 58.

11. The requirements of 24 *CFR* 576.21(a)(4) providing that the funding of homeless prevention activities for families that have received eviction notices or notices of termination of utility services will meet the requirements that: (A) the inability of the family to make the required payments must be the result of a sudden reduction in income; (B) the assistance must be necessary to avoid eviction of the family or termination of the services to the family; (C) there must be a reasonable prospect that the family will be able to resume payments within a reasonable period of time; and (D) the assistance must not supplant funding for preexisting homeless prevention activities from any other source.

12. The new requirement of the McKinney-Vento Act (42 *USC* 11362) to develop and implement, to the maximum extent practicable and where appropriate, policies and protocols for the discharge of persons from publicly funded institutions or systems of care (such as health care facilities, foster care or other youth facilities, or correction programs and institutions) in order to prevent such discharge from immediately resulting in homelessness for such persons. I further understand that state and local governments are primarily responsible for the care of these individuals, and that ESG funds are not to be used to assist such persons in place of state and local resources.

13. HUD's standards for participation in a local Homeless Management Information System (HMIS) and the collection and reporting of client-level information.

I further certify that the submission of a completed and approved Consolidated Plan with its certifications, which act as the application for an Emergency Shelter Grant, is authorized under state and/or local law, and that the local government possesses legal authority to carry out grant activities in accordance with the applicable laws and regulations of the U. S. Department of Housing and Urban Development.

Signature/Authorized Official

Date

Name

Title

Address

City/State/Zip

Telephone Number

☐ **This certification does not apply.**
☒ **This certification is applicable.**

## APPENDIX TO CERTIFICATIONS

Instructions Concerning Lobbying and Drug-Free Workplace Requirements

**Lobbying Certification**
This certification is a material representation of fact upon which reliance was placed when this transaction was made or entered into. Submission of this certification is a prerequisite for making or entering into this transaction imposed by section 1352, title 31, U.S. Code. Any person who fails to file the required certification shall be subject to a civil penalty of not less than $10,000 and not more than $100,000 for each such failure.

**Drug-Free Workplace Certification**

1. By signing and/or submitting this application or grant agreement, the grantee is providing the certification.
2. The certification is a material representation of fact upon which reliance is placed when the agency awards the grant. If it is later determined that the grantee knowingly rendered a false certification, or otherwise violates the requirements of the Drug-Free Workplace Act, HUD, in addition to any other remedies available to the Federal Government, may take action authorized under the Drug-Free Workplace Act.
3. Workplaces under grants, for grantees other than individuals, need not be identified on the certification. If known, they may be identified in the grant application. If the grantee does not identify the workplaces at the time of application, or upon award, if there is no application, the grantee must keep the identity of the workplace(s) on file in its office and make the information available for Federal inspection. Failure to identify all known workplaces constitutes a violation of the grantee's drug-free workplace requirements.
4. Workplace identifications must include the actual address of buildings (or parts of buildings) or other sites where work under the grant takes place. Categorical descriptions may be used (e.g., all vehicles of a mass transit authority or State highway department while in operation, State employees in each local unemployment office, performers in concert halls or radio stations).
5. If the workplace identified to the agency changes during the performance of the grant, the grantee shall inform the agency of the change(s), if it previously identified the workplaces in question (see paragraph three).
6. The grantee may insert in the space provided below the site(s) for the performance of work done in connection with the specific grant: Place of Performance (Street address, city, county, state, zip code) Check if there are workplaces on file that are not identified here. The certification with regard to the drug-free workplace is required by 24 CFR part 21.

| Place Name | Street | City | County | State | Zip |
|---|---|---|---|---|---|
| City of Rancho Cordova City Hall | 2729 Prospect Park Dr. | Rancho Cordova | Sacramento | CA | 95670 |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |
| | | | | | |

7. Definitions of terms in the Nonprocurement Suspension and Debarment common rule and Drug-Free Workplace common rule apply to this certification. Grantees' attention is called, in particular, to the following definitions from these rules: "Controlled substance" means a controlled substance in Schedules I through V of the Controlled
Substances Act (21 U.S.C. 812) and as further defined by regulation (21 CFR 1308.11 through 1308.15); "Conviction" means a finding of guilt (including a plea of *nolo contendere*) or imposition of sentence, or both, by any judicial body charged with the responsibility to determine violations of the Federal or State criminal drug statutes; "Criminal drug statute" means a Federal or non-Federal

criminal statute involving the manufacture, distribution, dispensing, use, or possession of any controlled substance; "Employee" means the employee of a grantee directly engaged in the performance of work under a grant, including:

All "direct charge" employees;

all "indirect charge" employees unless their impact or involvement is insignificant to the performance of the grant; and

a. temporary personnel and consultants who are directly engaged in the performance of work under the grant and who are on the grantee's payroll. This definition does not include workers not on the payroll of the grantee (e.g., volunteers, even if used to meet a matching requirement; consultants or independent contractors not on the grantee's payroll; or employees of subrecipients or subcontractors in covered workplaces).

Note that by signing these certifications, certain documents must completed, in use, and on file for verification. These documents include:

1. Analysis of Impediments to Fair Housing
2. Citizen Participation Plan
3. Anti-displacement and Relocation Plan

Signature/Authorized Official

Date

Ted Gaebler

Name

City Manager

Title

2729 Prospect Park Dr.

Address

Rancho Cordova, CA 95670

City/State/Zip

916-851-8700

Telephone Number

# APPENDIX B: RESOLUTION

# APPENDIX C: PUBLIC HEARING AND PUBLIC COMMENTS

# APPENDIX D: PROJECT DESCRIPTIONS

## Table 3C
## Consolidated Plan Listing of Projects

**Jurisdiction's Name City of Rancho Cordova**

**Priority Need**
High

**Project Title**
**Housing Rehabilitation Program**

**Description**
**The housing rehabilitation program is intended to provide low-interest loans to low-income homeowners to make necessary health and safety repairs to owner-occupied units. The program is a way to preserve the habitability of the housing stock and will help to retain construction jobs.**

**Objective category:** ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
**Outcome category:** ☐ Availability/Accessibility ☒ Affordability ☐ Sustainability

**Location/Target Area**
**City Wide**

| | |
|---|---|
| Objective Number<br>HS-1 | Project ID |
| HUD Matrix Code<br>14A | CDBG Citation<br>570.202 |
| Type of Recipient<br>Grantee | CDBG National Objective<br>LMH |
| Start Date<br>(mm/dd/yyyy)<br>07/01/2009 | Completion Date (mm/dd/yyyy)<br>06/30/2010 |
| Performance Indicator<br>Homes Repaired | Annual Units<br>8 |
| Local ID | Units Upon Completion |

**Funding Sources:**

| | |
|---|---|
| CDBG | $453,447 |
| ESG | |
| HOME | |
| HOPWA | |
| Total Formula | |
| Prior Year Funds | |
| Assisted Housing | |
| PHA | |
| Other Funding | |
| Total | $453,447 |

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

# Table 3C
## Consolidated Plan Listing of Projects

**Jurisdiction's Name City of Rancho Cordova**

**Priority Need**
High

**Project Title**
**Rental Housing Inspection Program**

**Description**
**Inspect rental units in the redevelopment area to find and correct code violations.**

**Objective category:** ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area**
**City Wide**

| | |
|---|---|
| Objective Number<br>HS-1, HS-2 | Project ID |
| HUD Matrix Code<br>15 | CDBG Citation<br>570.202 (c) |
| Type of Recipient<br>Grantee | CDBG National Objective<br>LMH |
| Start Date<br>(mm/dd/yyyy)<br>07/01/2009 | Completion Date (mm/dd/yyyy)<br>06/30/2010 |
| Performance Indicator<br>Units Inspected | Annual Units<br>1,000 |
| Local ID | Units Upon Completion |

| **Funding Sources:** | |
|---|---|
| CDBG | $123,000 |
| ESG | |
| HOME | |
| HOPWA | |
| Total Formula | |
| Prior Year Funds | |
| Assisted Housing | |
| PHA | |
| Other Funding | |
| Total | $123,000 |

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

# Table 3C
## Consolidated Plan Listing of Projects

**Jurisdiction's Name City of Rancho Cordova**

**Priority Need**
Medium

**Project Title**
**Code Enforcement**

**Description**
**Provide code enforcement services in the redevelopment area.**

**Objective category:** ☐ Suitable Living Environment ☒ Decent Housing ☐ Economic Opportunity
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area**
**City Wide**

| | |
|---|---|
| Objective Number<br>HS-1, HS-2 | Project ID |
| HUD Matrix Code<br>15 | CDBG Citation<br>570.202 (c) |
| Type of Recipient<br>Grantee | CDBG National Objective<br>LMH |
| Start Date<br>(mm/dd/yyyy)<br>07/01/2009 | Completion Date (mm/dd/yyyy)<br>06/30/2010 |
| Performance Indicator<br>Units Inspected | Annual Units<br>700 |
| Local ID | Units Upon Completion |

| **Funding Sources:** | |
|---|---|
| CDBG | $86,000 |
| ESG | |
| HOME | |
| HOPWA | |
| Total Formula | |
| Prior Year Funds | |
| Assisted Housing | |
| PHA | |
| Other Funding | |
| Total | $86,000 |

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

# Table 3C
## Consolidated Plan Listing of Projects

**Jurisdiction's Name City of Rancho Cordova**

**Priority Need**
High

**Project Title**
**Cordova Recreation and Park District**

**Description**
**The Cordova Recreation and Park District (CRPD) will upgrade the Senior Center's kitchen and will install security doors and parking lot lighting to improve facility security and safety.**

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area**
**Cordova Senior Center**
**3480 Routier Rd**
**Sacramento, CA 95827**
**(916) 366-3133**

| | |
|---|---|
| Objective Number<br>CD-4 | Project ID |
| HUD Matrix Code<br>03-A | CDBG Citation<br>570.201(c) |
| Type of Recipient<br>Grantee | CDBG National Objective<br>LMC |
| Start Date<br>(mm/dd/yyyy)<br>07/01/2009 | Completion Date (mm/dd/yyyy)<br>06/30/2010 |
| Performance Indicator<br>Public Facility Improved | Annual Units<br>1 |
| Local ID | Units Upon Completion |

| **Funding Sources:** | |
|---|---|
| CDBG | $20,000 |
| ESG | |
| HOME | |
| HOPWA | |
| Total Formula | |
| Prior Year Funds | |
| Assisted Housing | |
| PHA | |
| Other Funding | |
| Total | $20,000 |

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

# Table 3C
## Consolidated Plan Listing of Projects

**Jurisdiction's Name City of Rancho Cordova**

**Priority Need**
High

**Project Title**
**Cordova Recreation and Park District**

**Description**
**The Cordova Recreation and Park District (CRPD) will be a public facilities improvement and scenarios are being evaluated by City staff.**

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area**
Cordova Senior Center
3480 Routier Rd
Sacramento, CA 95827
(916) 366-3133

| | |
|---|---|
| Objective Number<br>CD-4 | Project ID |
| HUD Matrix Code<br>03 | CDBG Citation<br>570.201(c) |
| Type of Recipient<br>Grantee | CDBG National Objective<br>LMC |
| Start Date<br>(mm/dd/yyyy)<br>07/01/2009 | Completion Date (mm/dd/yyyy)<br>06/30/2010 |
| Performance Indicator<br>Public Facility Imp. | Annual Units<br>1 |
| Local ID | Units Upon Completion |

| **Funding Sources:** | |
|---|---|
| CDBG | $25,000 |
| ESG | |
| HOME | |
| HOPWA | |
| Total Formula | |
| Prior Year Funds | |
| Assisted Housing | |
| PHA | |
| Other Funding | |
| Total | $25,000 |

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

# Table 3C
## Consolidated Plan Listing of Projects

**Jurisdiction's Name City of Rancho Cordova**

**Priority Need**
High

**Project Title**
**Cordova Activities for Kids Program**

**Description**
**Provide recreational and pro-social activities to youth**
.

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area**
**10665 Coloma Road**
**Rancho Cordova, CA 95670**

| | |
|---|---|
| Objective Number<br>CD-2, CD-3 | Project ID |
| HUD Matrix Code<br>05D | CDBG Citation<br>570.201 (e) |
| Type of Recipient<br>Grantee | CDBG National Objective<br>LMC |
| Start Date<br>(mm/dd/yyyy)<br>07/01/2009 | Completion Date (mm/dd/yyyy)<br>06/30/2010 |
| Performance Indicator<br>Persons Assisted | Annual Units<br>250 |
| Local ID | Units Upon Completion |

| **Funding Sources:** | |
|---|---|
| CDBG | $27,500 |
| ESG | |
| HOME | |
| HOPWA | |
| Total Formula | |
| Prior Year Funds | |
| Assisted Housing | |
| PHA | |
| Other Funding | |
| Total | $27,500 |

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

## Table 3C
## Consolidated Plan Listing of Projects

**Jurisdiction's Name City of Rancho Cordova**

**Priority Need**
High

**Project Title**
**Senior Nutrition Services**

**Description**
**Provide nutritious hot meals to homebound seniors and seniors dining at the Cordova Senior Center.**

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area**
**City Wide**

| | |
|---|---|
| Objective Number<br>CD-1, CD-3 | Project ID |
| HUD Matrix Code<br>05A | CDBG Citation<br>570.201 (e) |
| Type of Recipient<br>Grantee | CDBG National Objective<br>LMC |
| Start Date<br>(mm/dd/yyyy)<br>07/01/2009 | Completion Date (mm/dd/yyyy)<br>06/30/2010 |
| Performance Indicator<br>Meals Provided | Annual Units<br>290 |
| Local ID | Units Upon Completion |

| **Funding Sources:** | |
|---|---|
| CDBG | $49,220 |
| ESG | |
| HOME | |
| HOPWA | |
| Total Formula | |
| Prior Year Funds | |
| Assisted Housing | |
| PHA | |
| Other Funding | $13,000 |
| Total | $62,220 |

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

# Table 3C
## Consolidated Plan Listing of Projects

**Jurisdiction's Name City of Rancho Cordova**

**Priority Need**
Medium

**Project Title**
**Sacramento Self-Help Housing – Housing Counseling**

**Description**
**Provide housing services to residents of Rancho Cordova who are in danger of homelessness, or who are already homeless, to aid them in securing stable housing.**

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area**
**City Wide**

| | |
|---|---|
| Objective Number<br>HA-1, CD-3 | Project ID |
| HUD Matrix Code<br>05 | CDBG Citation<br>570.201 (e) |
| Type of Recipient<br>Grantee | CDBG National Objective<br>LMC |
| Start Date<br>(mm/dd/yyyy)<br>07/01/2009 | Completion Date (mm/dd/yyyy)<br>06/30/2010 |
| Performance Indicator<br>Households Assisted | Annual Units<br>75 |
| Local ID | Units Upon Completion |

| **Funding Sources:** | |
|---|---|
| CDBG | $6,838 |
| ESG | |
| HOME | |
| HOPWA | |
| Total Formula | |
| Prior Year Funds | |
| Assisted Housing | |
| PHA | |
| Other Funding | |
| Total | $6,838 |

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

## Table 3C
## Consolidated Plan Listing of Projects

**Jurisdiction's Name City of Rancho Cordova**

**Priority Need**
Medium

**Project Title**
**Domestic Violence Counseling Program**

**Description**
**Extend the existing WEAVE program located in Sacramento to provide counseling services to residents of Rancho Cordova who have suffered from domestic violence. This project focuses on providing counseling in Rancho Cordova rather than victims having to drive for the service.**

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area**
**10665 Coloma Road**
**Rancho Cordova, CA 95670**

| | |
|---|---|
| Objective Number<br>CD-3 | Project ID |
| HUD Matrix Code<br>05 | CDBG Citation<br>570.201 (e) |
| Type of Recipient<br>Grantee | CDBG National Objective<br>LMC |
| Start Date<br>(mm/dd/yyyy)<br>07/01/02009 | Completion Date (mm/dd/yyyy)<br>06/30/2010 |
| Performance Indicator<br>Persons Assisted | Annual Units<br>141 |
| Local ID | Units Upon Completion |

| **Funding Sources:** | |
|---|---|
| CDBG | $16,899 |
| ESG | |
| HOME | |
| HOPWA | |
| Total Formula | |
| Prior Year Funds | |
| Assisted Housing | |
| PHA | |
| Other Funding | |
| Total | $16,899 |

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

## Table 3C
## Consolidated Plan Listing of Projects

**Jurisdiction's Name City of Rancho Cordova**

**Priority Need**
High

**Project Title**
**Respite C.L.U.B.**

**Description**
**Provide an expansion of the existing Respite C.L.U.B. program, which provides affordable, senior respite day care services to seniors with severe memory loss.**

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area**
**10600 Coloma Road**
**Rancho Cordova, CA 95670**

| | |
|---|---|
| Objective Number<br>CD-1, CD-3 | Project ID |
| HUD Matrix Code<br>05A | CDBG Citation<br>570.201 (e) |
| Type of Recipient<br>Grantee | CDBG National Objective<br>LMC |
| Start Date<br>(mm/dd/yyyy)<br>07/01/2009 | Completion Date (mm/dd/yyyy)<br>06/30/2010 |
| Performance Indicator<br>Persons Assisted | Annual Units<br>23 |
| Local ID | Units Upon Completion |

| **Funding Sources:** | |
|---|---|
| CDBG | $9,461 |
| ESG | |
| HOME | |
| HOPWA | |
| Total Formula | |
| Prior Year Funds | |
| Assisted Housing | |
| PHA | |
| Other Funding | |
| Total | $9,461 |

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

U.S. Department of Housing
and Urban Development

OMB Approval No. 2506-0117
(Exp. 8/31/2008)

## Table 3C
## Consolidated Plan Listing of Projects

**Jurisdiction's Name City of Rancho Cordova**

**Priority Need**
Medium

**Project Title**
**Fair Housing**

**Description**
**Provide Fair Housing services to the City of Rancho Cordova**

**Objective category:** ☒ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
**Outcome category:** ☒ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area**
**City Wide**

| | |
|---|---|
| Objective Number<br>HS-1, HS-2 | Project ID |
| HUD Matrix Code<br>21D | CDBG Citation<br>570.201 (e) |
| Type of Recipient<br>Grantee | CDBG National Objective<br>LMC |
| Start Date<br>(mm/dd/yyyy)<br>07/01/2009 | Completion Date (mm/dd/yyyy)<br>06/30/2010 |
| Performance Indicator<br>Households Assisted | Annual Units<br>160 |
| Local ID | Units Upon Completion |

| **Funding Sources:** | |
|---|---|
| CDBG | $25,000 |
| ESG | |
| HOME | |
| HOPWA | |
| Total Formula | |
| Prior Year Funds | |
| Assisted Housing | |
| PHA | |
| Other Funding | |
| Total | $25,000 |

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

U.S. Department of Housing
and Urban Development

OMB Approval No. 2506-0117
(Exp. 8/31/2008)

# Table 3C
## Consolidated Plan Listing of Projects

**Jurisdiction's Name City of Rancho Cordova**

**Priority Need**

**Project Title**
**Planning and Administration**

**Description**
**Provide general administration of the CDBG program, including all planning and reporting activities**

**Objective category:** ☐ Suitable Living Environment ☐ Decent Housing ☐ Economic Opportunity
**Outcome category:** ☐ Availability/Accessibility ☐ Affordability ☐ Sustainability

**Location/Target Area**

| | |
|---|---|
| Objective Number<br>PA-1 | Project ID |
| HUD Matrix Code<br>21A | CDBG Citation<br>570.206 |
| Type of Recipient<br>Grantee | CDBG National Objective |
| Start Date<br>(mm/dd/yyyy)<br>07/01/2009 | Completion Date (mm/dd/yyyy)<br>06/30/2010 |
| Performance Indicator | Annual Units |
| Local ID | Units Upon Completion |

| **Funding Sources:** | |
|---|---|
| CDBG | $121,497 |
| ESG | |
| HOME | |
| HOPWA | |
| Total Formula | |
| Prior Year Funds | |
| Assisted Housing | |
| PHA | |
| Other Funding | |
| Total | $121,497 |

The primary purpose of the project is to help: ☐ the Homeless ☐ Persons with HIV/AIDS ☐ Persons with Disabilities ☐ Public Housing Needs

# MEMORANDUM

**DATE:** May 4, 2009

**TO:** Honorable Mayor and City Council Members

**FROM:** Paul Junker, Planning Director

**SUBJECT: FOLSOM BOULEVARD SPECIFIC PLAN (FBSP) RELIEF PLAN**

## RECOMMENDATION

Staff is requesting the City Council review and concur with the proposed changes to the nonconforming Use section of the Folsom Boulevard Specific Plan and direct staff to begin formal public hearings on the modifications.

## RESULT OF RECOMMENDED ACTION

The proposed modifications will allow some relief to the more affected properties that were rezoned to Medium Density Residential (MDR). The properties currently eligible for non-conforming use status will have the ability to entertain additional commercial uses that are not currently allowed in the MDR Zone. Additionally, the proposed time extension from 6 to 18 months will allow some owners to reoccupy their buildings.

## BACKGROUND

The Planning Department has identified several issues related to the implementing the Folsom Boulevard Specific Plan. Specifically, questions have been raised regarding how the nonconforming Use provisions apply to single and multi-tenant buildings and whether the non-conforming use regulations should be adjusted to respond to the changing economic conditions.

### Options for Nonconforming Uses in Non-Pulse Point Areas

Generally, City staff considers the Pulse Points identified along Folsom Boulevard to be important near-term development sites and favors adhering to the Folsom Boulevard Specific Plan. Areas outside of the Pulse Points, typically and mostly designated Medium Density Residential and Residential Mixed Use (RMU), are viewed as less critical and less likely to develop in the near-term. It has always been acknowledged the conversion of properties now designated MDR or RMU would occur over the long term even in the best of economic conditions. However, today's economic conditions are impacting property owners significantly and the prospect of vacant commercial buildings for long periods of time appears counter to the City's interests.

Identified below are specific circumstances that have arisen on Folsom Boulevard and the solutions Planning staff proposes to address the issue.

1. Commercial buildings on properties rezoned to Medium Density Residential (MDR) or Residential Mixed Use (RMU), which have lost their nonconforming use right after six months of vacancy, have few potential uses.

   Proposed Solution:

   - Amend the FBSP to extend the 6 month non-conforming period to 18 or more months. In conjunction with #2 below, a majority of the reuse issues could be resolved.

2. New uses in vacant properties zoned MDR are limited to uses specified in section G, Chapter VIII of the FBSP. These commercial uses allowed under the MDR permitted use table are very restrictive.

   Proposed Solutions:

   - Amend the FBSP to allow RMU commercial uses in the MDR Zone, for those properties that have maintained a non-conforming use right, using the Limited Use Permit process (administrative) to permit uses in the MDR that are permitted and allowing the Use Permit process for those use, on a provisional basis, for businesses in the same use classification as the last known occupancy.

Attached to this report is a draft of the modified nonconforming Use and Structures section of the Folsom Boulevard Specific Plan, reflecting the solutions listed above.

## ENVIRONMENTAL DETERMINATION

The proposed changes to the nonconforming Use and Structures section of the Folsom Boulevard Specific Plan (FBSP) are exempt from environmental review under California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3). Section 15061(b)(3) states the general rule that "CEQA applies only to projects, which have the potential for causing a significant effect on the environment."

The proposed changes would allow the continuation of existing uses on parcels which have been rezoned. These existing uses, while considered non-conforming in light of new zoning adopted as part of the FBSP, were permitted uses at the time of their inception. Allowing the continuation of existing uses would not have a significant impact on the environment because these uses were previously analyzed and permitted. Because the proposed changes to the FBSP would not have a significant impact on the environment, the proposed changes are exempt from CEQA review under Section 15061(b)(3).

## ATTACHMENTS

1. Draft Nonconforming Use Section Amendments
2. Use Table

## Folsom Boulevard Specific Plan Non-Conforming Use Provisions

### G. Nonconforming uses and structures

Review authority for development under the FBSP, as identified in Chapter III, is based within the following approving authorities:

- Design Review Board: Expedited Design Review.
- Planning Commission: Design Review - residential projects.
- City Council: Design Review - commercial and mixed-use projects (with recommendation from Planning Commission).

**Nonconforming Uses and Structures**

**Purpose and Applicability**

This article establishes special regulations for nonconforming land uses and structures that were lawful before the adoption or amendment of this Specific Plan, but which would be prohibited, regulated, or restricted differently under the current terms of this Specific Plan or future amendments. It is the intent of these regulations to allow the continuation of nonconformities under limited conditions outlined herein or due to reconstruction in the event of natural disaster and the potential expansion of nonconformities on a case-by-case basis where specific findings can be made.

These nonconforming regulations apply only to the mixed-use zoning districts within the Folsom Boulevard Specific Plan Area.

**Continuation and Maintenance of Nonconforming Uses and Structures**

(a) A nonconforming use may continue to operate in perpetuity, be transferred, or be sold, provided that the use shall not be enlarged or intensified nor be expanded to occupy a greater area than it lawfully occupied before becoming nonconforming, except as provided in Nonconforming Use Permit Procedures below. Likewise, plans for any use approved as of the date this chapter becomes effective may be carried out as approved. Any extension of such approval, for which the applicant was entitled to apply as of the effective date, may be granted according to the regulations in effect prior to the effective date; if granted, such extension will be considered the same as an approval granted before the effective date.

*(b) A nonconforming use in the MDR Zone may reoccupy any or all tenant spaces with uses that are permitted in the RMU commercial use table. A Limited Use Permit will be required to establish any permitted RMU use and a Use Permit will be required to establish any conditionally allowed use in the MDR Zone and shall be processed according to the Zoning Code. Conditions of Approval may include, but are not limited to establishing a finite term of the use and annual reviews.*

(c) A nonconforming structure may be maintained or improved as follows:

(1) Maintenance and repair. A nonconforming structure may be maintained and repaired.

(2) Seismic retrofitting and Building Code compliance. Repairs, alterations or reconstruction to reinforce un-reinforced masonry structures or to comply with Building Code requirements shall be allowed, provided that the work is exclusively to comply with applicable earthquake safety standards and the Building Code.

(3) Structural alteration of a nonconforming structure to improve safety or to reduce fire hazard.

**Modification and Expansion of Nonconforming Uses and Structures**

A nonconforming use or structure may, subject to the provisions of the Nonconforming Use Permit section, be modified or expanded as follows:

(a) Structural modification. Addition, enlargement, extension, or relocation of a nonconforming structure may be allowed if the changes to the structure conform to applicable provisions of this Specific Plan. Such modifications may not expand the extent of the nonconforming aspect of the structure or result in any new nonconforming conditions for the subject property.

(b) Expansion of use. Expansion or modification of a nonconforming use may be allowed subject to the Nonconforming Use Permit Procedures section.

(c) Exterior improvements or expansion of structures may also require design review approval in keeping with the City's Zoning Code.

**Destruction and Replacement of Nonconforming Uses and Structures**

If a nonconforming structure, or a conforming structure occupied by a nonconforming use, is involuntarily damaged or destroyed, the structure may be repaired or rebuilt and reoccupied in the same manner in which it originally existed if the restoration is started within one year of the date of the damage and is diligently pursued to completion.

**Loss of Nonconforming Status**

If a nonconforming use is discontinued for a continuous period of *eighteen (18)* months or more, rights to nonconforming status shall terminate. The Planning Director shall base determination of discontinuance on evidence including the removal of equipment, furniture, machinery, structures, or other components of the nonconforming use, disconnected or discontinued utilities, or no business records to document continued operation. Maintenance of a valid business license shall of itself not be considered a continuation of the use. Without further action by the City, any subsequent use of the site or structure shall comply with all of the regulations of the applicable district and all other applicable provisions of this Specific Plan and relevant sections of the Zoning Code.

**Nonconforming Use Permit Procedures**

(a) Permit requirements. A Nonconforming Use Permit is required for the expansion or modification of existing nonconforming structures or uses as identified in the Allowed Uses Section. The intent of this permit is to allow for individual review of requests to expand or modify a nonconforming use in a manner that ensures compatibility with surrounding areas and uses.

(b) Approving authority. The City Council shall be the final decision-making body for all Nonconforming Use Permits. The Planning Commission shall hear and provide a recommendation to the City Council for action on each Nonconforming Use Permit.

(c) Required findings. A Nonconforming Use Permit shall be granted only when the designated approving authority determines that the proposed use or activity complies with all of the following findings.

(1) The establishment, maintenance, or operation of the use expansion applied for will not, under the circumstances of the particular case (location, size, design, and operating characteristics), be detrimental to the health, safety, peace, morals, comfort, or general welfare of persons residing or working in the neighborhood of such use or to the general welfare of the City.

(2) The benefit to the public health, safety, or welfare exceeds the detriment inherent in the expansion of nonconformity.

(3) The modified or expanded nonconforming structure or use would not be incompatible with reasonably foreseeable uses as allowed under the applicable zoning regulations.

(4) The modified or expanded nonconforming structure or use would be consistent with the General Plan.

(d) Conditions/Guarantees. The designated approving authority may impose conditions and/or require guarantees for the Nonconforming Use Permit to ensure compliance with this section and other applicable provisions of this title and to prevent adverse or detrimental impact to surrounding neighborhoods.

# PRIVATE REALM – LAND USE AND DEVELOPMENT STANDARDS

## PERMITTED USE TABLE FOR BASE DISTRICTS

Table IV-1 below identifies permitted use provisions for all base districts. Definitions of each use are established in Chapter IX - Glossary.

Permitted use provisions are symbolized in the table as follows:

- P = land use permitted by right
- L = land use permitted with approval of a Limited Use Permit
- C = land use permitted with approval of a Conditional Use Permit
- N = land use not permitted

### Table IV-1 Permitted Uses for Folsom Boulevard Base Zoning Districts

| Land Use – Use Classification | Zoning Districts | | | | | |
|---|---|---|---|---|---|---|
| | MDR | RMU | CMU | OPMU | OIMU | T |
| **Residential Use Listings** | | | | | | |
| Adult Day Care Home | P | P | N | N | N | N |
| Child Day Care Facility | C | P | C | C | C | N |
| Caretaker Housing | P | P | P | P | P | N |
| Dwelling, Multifamily | P[1] | P[1] | L[1, 2, 16] | L[1, 2, 16] | N | N |
| Dwelling, Second Unit | P[3] | P[3] | N | N | N | N |
| Dwelling, Single-family | P[1] | P[1] | L[1, 2, 16] | L[1, 2, 16] | N | N |
| Dwelling, Two-family | P[1] | P[1] | L[1, 2, 16] | L[1, 2, 16] | N | N |
| Emergency Shelter | C | C | N | N | N | N |
| Family Day Care Home, Small | P | P | N | N | N | N |
| Family Day Care Home, Large | C | C | N | N | N | N |
| Home Occupation | P | P | P | P | N | N |
| Live-Work Facility | P[1] | P[1] | P[1] | P[1] | N | N |
| Residential Care Home | P | P | N | N | N | N |
| **Community Service Use Listings** | | | | | | |
| Clubs, Lodges, Private Meeting Halls | N | P[11] | P | P | P | N |
| Indoor Amusement/ Entertainment | N | C[11] | P | P | P | N |

# PRIVATE REALM – LAND USE AND DEVELOPMENT STANDARDS

| Land Use – Use Classification | Zoning Districts | | | | | |
|---|---|---|---|---|---|---|
| | MDR | RMU | CMU | OPMU | OIMU | T |
| Indoor Fitness and Sports Facilities | N | C[11] | P | P | C | N |
| Libraries and Museums | P | P[11] | P | P | P | N |
| Outdoor Commercial Recreation | N | N | C | P | P | N |
| Parks and Public Plazas | P | P[11] | P | P | P | P |
| Public Safety Facility | P | P[11] | P | P | P | P |
| Religious Institutions | P | P[11] | P | P | P | N |
| Schools – Public | P | P[11] | P | P | P | N |
| Schools – Private, Special/Studio | P | P[11] | P | P | P | N |
| Theatres and Auditoriums | N | C[11] | P | P | P | N |
| **Utility, Transportation, and Communication Use Listings** | | | | | | |
| Heliports | N | N | C | C | C | N |
| Park and Ride Facility | N | C[11] | P | P | P | L[15, 16] |
| Telecommunications Facility | C[4] | C[4, 11] | C[4] | P[4] | P[4] | C |
| Transit Stations and Terminals | N | C[11] | P | P | P | P |
| Utility Facility and Infrastructure | L[5, 16] | L[5, 11, 16] | L[5, 16] | L[5, 16] | L[5, 16] | P |
| **Retail, Service, and Office Listings** | | | | | | |
| Adult-Related Business | N | N | N | N | N | N |
| Alcoholic Beverage Sales | N | C[11] | C | C | C | N |
| Banks and Financial Services | N | P[11] | P | P | P | N |
| Bars and Nightclubs | N | C[6, 11] | C[6] | C[6] | C[6] | N |
| Bed and Breakfast | C | P[11] | N | N | N | N |
| Building Materials Stores and Yards | N | N | P[7] | N | C[7] | N |
| Business Support Services | N | L[7, 8, 11, 16] | P | P | P | N |
| Drive-in/Drive-through sales/services | N | N | C[9] | N | N | N |
| Equipment Sales and Rental | N | N | N | N | P | N |
| Home Improvement Supplies | N | L[2, 11, 16] | L[2, 16] | L[2, 16] | P | N |
| Hotels/Motels | N | C[11] | P | P | C | N |
| Kennels | N | N | C | N | L[16] | N |

# PRIVATE REALM – LAND USE AND DEVELOPMENT STANDARDS

| Land Use – Use Classification | Zoning Districts | | | | | |
|---|---|---|---|---|---|---|
| | MDR | RMU | CMU | OPMU | OIMU | T |
| Medical Services – Extended Care | C | P[11] | C | N | N | N |
| Medical Services - General | N | P[11] | P | P | P | N |
| Medical Services – Hospital | N | P[11] | P | P | P | N |
| Office – Business and Professional | N | L[2, 11, 16] | L[2, 16] | P | P | N |
| Office – Accessory | N | P[11] | P | L[11, 16] | L[11, 16] | N |
| Offices – Temporary | P | P[11] | P | P | P | N |
| Personal Services | N | P[8, 11] | P | P | P | N |
| Personal Services, Restricted | N | N | C | C | C | N |
| Restaurants | N | L[2, 11, 16] | P | L[2, 16] | L[2, 16] | N |
| Retail – Accessory | N | L[2, 11, 16] | P | L[9, 16] | L[9, 16] | N |
| Retail - General | N | L[2, 11, 12, 16] | P | N | N | N |
| Veterinary Facility | N | N | P | P | P | N |
| **Automotive and Vehicle Use Listings** | | | | | | |
| Auto Parts Sales | N | N | P[13] | N | N | N |
| Auto/Vehicle Retail Sales/Rental | N | N | C | N | N | N |
| Auto and Vehicle Sales, Wholesale | N | N | N | N | C | N |
| Auto and Vehicle Storage | N | N | N | N | C[13] | N |
| Car Wash and Detailing | N | N | C[10] | N | C | N |
| Service Stations | N | N | C | N | C | N |
| Vehicle Services – Major | N | N | N | N | C | N |
| Vehicle Services – Minor | N | N | C[10] | N | C | N |
| **Industrial, Manufacturing, and Processing Use Listings** | | | | | | |
| Fuel Storage and Distribution | N | N | N | N | N | N |
| Manufacturing – Major | N | N | N | N | N | N |
| Manufacturing – Minor | N | N | N | N | P | N |
| Manufacturing – Small Scale | N | N | P | N | P | N |
| Personal Storage Facility | N | N | N | N | C | N |
| Printing and Publishing | N | N | C | C | P | N |
| Recycling Facility – Collection | N | N | C | P | C | N |
| Recycling Facility – Processing | N | N | N | N | N | N |

DRAFT



| Land Use – Use Classification | Zoning Districts | | | | | |
|---|---|---|---|---|---|---|
| | MDR | RMU | CMU | OPMU | OIMU | T |
| Recycling Facility–Scrap/Dismantling | N | N | N | N | N | N |
| Research and Development | N | N | N | P | P | N |
| Storage yards | N | N | N | N | L[14, 16] | N |
| Warehousing and Distribution | N | N | N | N | L[14, 16] | N |

*Notes:*

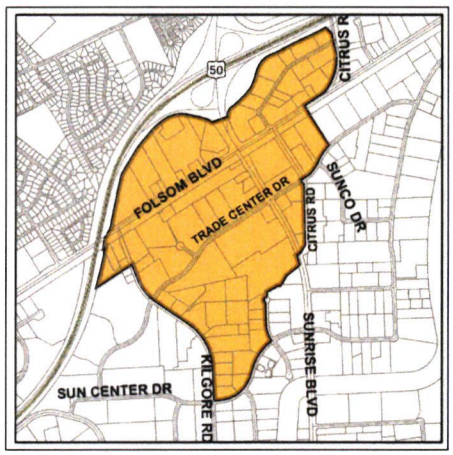
1. *See the density restrictions in the underlying zoning district.*
2. *This use is limited as specified only in conjunction with the predominant use of the mixed use district. In other words, this use is only allowed as part of an integrated development and is permitted with approval of a Limited Use Permit by the Planning Director.*
3. *Second dwelling units shall be consistent with development standards listed in Sections 305-80 through 305-84. of the City's zoning code*
4. *Subject to the provisions for Transmission Facilities and Utility and Public Service sections of the City Zoning Code.*
5. *Subject to the provisions for Wireless Communication Facilities section of the City Zoning Code.*
6. *All forms of speaker amplification exterior to the building shall be prohibited unless authorized in combination with project approval or amendment thereto.*
7. *All activities shall occur within a completely enclosed building or shall be located behind a solid/screened enclosure directly adjacent to the building.*
8. *Maximum gross floor area is less than 5,000 square feet.*
9. *Limited to a maximum of 25 percent of the gross floor area of the integrated development.*
10. *No portion of the use shall be located within 500 feet of an intersection within the CMU District.*
11. *Limited to less than 50 percent of the gross floor area of the integrated development.*
12. *Maximum tenant space shall be 15,000 square feet.*
13. *All activity and storage must be located within an enclosed structure.*
14. *All activity must be entirely screened from public view and not within 200 feet of a residential use.*
15. *As a surface parking lot, this use is allowed with a limited use permit, but may eventually convert to a use of higher density and intensity based on development potential.*
16. *Limited Use Permit or Planning Director approval.*

DRAFT

## PERMITTED USES FOR FOLSOM BOULEVARD OVERLAY DISTRICTS

### Permitted Uses for the Convention Overlay District

Table IV-2 below identifies the permitted use provisions within the Convention Overlay District. These permitted use provisions are specific and unique to the CO and supersede and replace the permitted uses of the base district. Similar uses may be determined as identified in the Nonconforming Policy Section of Chapter VIII - Implementation. Definitions of each use are established in Chapter IX - Glossary.



# MEMORANDUM

**DATE:** May 4, 2009

**TO:** Honorable Mayor and Council Members

**FROM:** Paul Junker, AICP, Planning Director
Jeffrey S. Beiswenger, AICP, Senior Planner

**SUBJECT:** **APPROVAL OF FOLSOM BOULEVARD DESIGN REVIEW BOARD FOR THE FOLSOM BOULEVARD SPECIFIC PLAN (EXPEDITED REVIEW) (CONTINUED FROM APRIL 6TH)**

## RECOMMENDATION

That Council authorizes the preparation of updates to the Municipal Code to create a Design Review Board (DRB) for projects within the Folsom Boulevard Specific Plan and to initiate the recruitment process for DRB members.

## RESULT OF RECOMMENDED ACTION

Authorization will allow staff to prepare updates to the Municipal Code that will establish the Folsom Boulevard Design Review Board. Specific changes to the Municipal Code will be considered and acted upon by the City Council at a future meeting; additionally, the authorization will allow staff to begin soliciting applications from qualified design professionals to serve on the DRB.

## BACKGROUND

The Folsom Boulevard Specific Plan identifies the creation of a Design Review Board as a mechanism to help expedite development. Staff envisions a DRB that keeps decision-makers active in the design review process and incorporates design expertise. The City Council and Planning Commission have shown a strong interest in direct involvement in the design approval process. Therefore, it is recommended that representatives from both these bodies serve on the DRB. Based on our research, direct City Council representation on a design review body is not typical, but representation from the Planning Commission is very common.

### *What are the specifications for the DRB in the Folsom Boulevard Specific Plan?*

The Folsom Boulevard Specific Plan is designed to help reinvent the Boulevard as a great PLACE. The creation of a Design Review Board is predicated on the idea that quality development projects that contribute to the Boulevard vision should be rewarded with accelerated review. The DRB accomplishes this by replacing the existing two public hearings required for design review (Planning Commission hearing followed by a City Council hearing). Also the DRB could meet "as needed" (after the required notice has been posted) – eliminating some of the wait time for the *next* available regular Planning Commission or City Council hearing date. Review times could be shortened by at least six weeks.

The Folsom Boulevard Specific Plan provides the mechanism to create a DRB with the following characteristics:

- Final City decision for a *qualifying project*;
- Composed of a minimum of three members (one City Council, one Planning Commission and one design or planning professional);
- The board will be available to meet on an "as-needed" basis (to eliminate delays typical from a scheduled meeting);
- Projects would go to DRB within 30 days of a complete project submittal;
- Public noticing is required for DRB hearings;
- Nearby residents would be notified and allowed to comment and appeal; and
- Appeals of a DRB decision would go directly to City Council.

The following are answers to several questions that the City Council may have related to a Design Review Board.

***How does a project qualify for expedited review?***

A project must be a qualifying project as defined in Chapter VIII of the FBSP in order to go before the DRB. Qualifying projects are listed on the *Development "Wish List,"* of priority projects for Folsom Boulevard. These include projects that are within a Pulse Point, generate significant sales tax revenue or jobs; include innovative development concepts; and/or contain certain key land uses that fill the needs of the Rancho Cordova community (e.g. movie theater, bowling alley, community college).

The definition of a qualifying project is flexible and provides City Staff with some latitude to qualify projects for the DRB that strongly contribute to the vision for Folsom Boulevard. The ideal location for projects considered for the DRB would be at Pulse Points.

***What other tools are available to expedite development?***

The DRB is only one tool of many to incentivize desirable development within the FBSP. Chapter VIII Planning Implementation lists several other tools that may be available (full list included in Appendix A). These range from streamlined internal staff review; fee deferrals; to direct financial assistance. Many of the tools to incentivize development come at no significant cost to the City, but others may have minor to significant fiscal impacts.

***Will anybody be interesting in serving on the DRB?***

Yes. Planning Staff has called about a dozen design professionals who have done projects in Rancho Cordova and all indicated an interest in potentially serving on the DRB once it is created. It is common for design professionals to provide this type of service to the community. The "as-needed" nature of the proposed DRB could pose a scheduling problem for some of the professionals and service on the DRB could be limited week-to-week. Alternative DRB members will be recruited to fill in when needed.

***What will potential developers think of the DRB?***

Staff believes that the availability of a DRB to hear projects will be an incentive to the development community since it will accomplish the following:

- Shorten the "wait time" for a public hearing by up to two weeks.
- Eliminate one public hearing, saving three to four weeks.
- Provide design expertise at the decision-making body (not just at staff level).

Based on interaction with design professionals and developers, the DRB should be viewed favorably if it can be demonstrated that the approval timeline will be abbreviated. Communicating that the DRB is part of an overall effort to expedite review will help. Rancho Cordova has several mechanisms at the staff level to expedite development. For example, pre-application conferences are readily available at no charge to potential applicants. The City has also established a Development Services Team which is composed of representative of all City departments (and related outside agencies) to expedite internal processing.

***Do other jurisdictions have DRBs and how do they work?***

Cities and counties commonly use design boards and similar review bodies for projects. A few local examples include:

<u>City of Roseville, Design Committee</u>

*Composition:* Three members – two community representatives appointed by the City Council and one Planning Commissioner (plus a Planning Commission alternate).
*Schedule:* One a month.
*Authority:* Final decision on design review applications, sign program, and sign variance requests.

<u>City of Sacramento, Design Commission</u>

*Composition:* Seven members appointed by the City Council. All are currently residents of the City.
*Schedule:* One a month.
*Authority:* Final decision on design projects of major significance. Hear appeals of decision made by the Design Director.

<u>Sacramento County, Community Planning Commissions (Arden Arcade, Carmichael, Fair Oaks, Rio Linda)</u>

*Composition:* Seven members appointed by the Board of Supervisors.
*Schedule:* Once a month.
*Authority:* Final decision on certain design projects or recommendations to the Board of Supervisors for more complex projects.

City of Petaluma, Site Plan and Architecture Review Committee (SPARC)

*Composition:* Five members including one Planning Commissioner appointed by the City Council.
*Schedule:* Twice a month.
*Authority:* Final decision on design projects.

## RECOMMENDATIONS FOR THE DESIGN REVIEW BOARD

Described below are staff's recommendations for proceeding with the Folsom Boulevard DRB. If authorized by the Council, staff will prepare specific text revisions to the Municipal Code that will establish and guide the actions of the DRB. Municipal Code language for the DRB will be similar to the Planning Commission. Described below are some of the key issues that will be addressed in the Municipal Code and staff requests early comments from Council to guide preparation of draft language.

### DRB Composition

Staff recommends a five person DRB that has the following composition of members:

1. City Council representative. One alternate will be available in the case of a time commitment or a conflict of interest concern.

2. Planning Commission representative.

3. Planning Commission representative.
   (A third, alternative Planning Commission member could be identified to fill-in on an as-needed basis)

4. Architect. Expertise in building design. This position would be a rotating position based on the type of project and would include three architects that specialize in commercial, residential and mixed-use projects.

5. Site planning expert. Must have significant expertise in innovative urban site design. This expert could be an architect, landscape architect or planner. An alternative will be available.

The above DRB composition has the following advantages:

- Provides the Rancho Cordova community perspective with three decision-makers (one from the City Council and two from the Planning Commission).

- Provides a balance of architectural and site planning expertise with two design professionals from each discipline.

### Membership Selection and Terms

Staff recommends that the City Council select and appoint all members of the DRB. This would include identifying and appointing one member and one alternate from the City Council; two members and one alternate from the Planning Commission; and four design professionals (to serve on a rotation based on the type of project). Staff will

conduct recruitment and bring forward recommendations on the design professionals, but leave the final appointment to the City Council.

A two-year staggered term is recommended for those appointed to the DRB. Initial three members (one City Council Member, one Planning Commissioner and one Design Professional) would serve a one-year term, but would be eligible for reappointment.

**Meeting Schedule**

Staff proposes that the DRB not establish fixed meeting dates, but rather meet on an as needed basis to quickly respond to project applications.

**Notice of Action/Appeals**

Within one business day of action by the DRB, a notice of decision on the project would be forwarded to members of the City Council. Actions by the DRB would be considered final unless a request to appeal is received within ten (10) days of action by the DRB. If appealed, the City Council would serve as the reviewing body and would render a final decision on the requested action.

**Public Hearing/Noticing**

Applications before the DRB would be conducted as public hearings and therefore would be subject to normal hearing notice procedures. Property owners within 500 feet of a proposed project would receive mailed notice and the City would cause notice in the newspaper to be published. Meetings would allow for public comment consistent with typical public hearings.

**Staffing/Project Review Process**

Staffing and review of projects prior to DRB review would be similar to typical project reviews, with an emphasis placed on expediting the project review. The Development Services Team would conduct its multi-departmental/agency review to support the project analysis. Planning Department staff would prepare and submit for consideration a report on the proposed action.

## NEXT STEPS

Establishing the DRB will require two-steps:

1. Amend the Municipal Code to establish a DRB as a City design review approval body. A new Chapter would be added to Title 2 (Administration) and would include provisions related to board membership, terms, qualifications, duties, compensation and other necessary details.

2. Select DRB members from the City Council, Planning Commission and recruit and select DRB members from the design community.

## ATTACHMENT

Excerpts from the Folsom Boulevard Specific Plan: pages from Chapter III, Development Process & pages from Chapter VIII, Plan Implementation.

CITY OF RANCHO CORDOVA
THE BOULEVARD

CHAPTER

# III

# DEVELOPMENT PROCESS

The FBSP utilizes a form-based code approach which is concerned with the interaction and relationship between the public realm (e.g. streets and transit facilities) and the private realm (e.g., buildings and related private property improvements). This chapter describes the development process for new public and private sector projects within the Plan Area, including the A.) Design Review process, the evaluation of B.) Development Capacity and Density Transfers and Bonuses, and the evaluation of C.) Integrated Developments within mixed use districts.

## A. DESIGN REVIEW

All development projects within the Plan Area are required to go through a Design Review process. The majority of projects will be required to follow the City's standard Design Review process; however, for projects that qualify, an Expedited Design Review process is available. The following sections describe both processes and how to qualify for Expedited Design Review.

### STANDARD DESIGN REVIEW

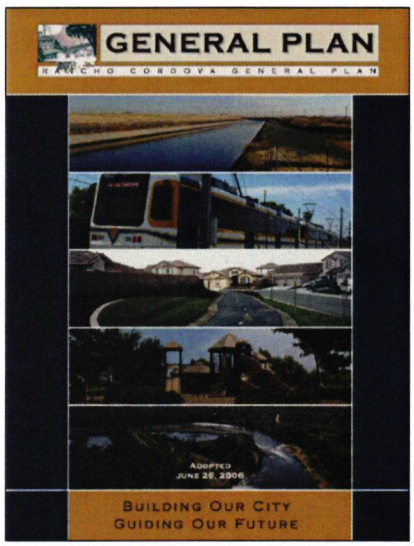
*The City's standard Design Review process is described in full detail in the City's Zoning Code; this section is a summary provided for convenience.*

The City's standard Design Review process requires a staff level review to determine compliance with the following requirements:

1) Implement the regulating plan by meeting the minimum form-based development standards, both of which can be found in Chapter IV - Private Realm: Land Use and Development Standards.

2) As applicable, implement improvements specified in Chapter V - Public Realm: Mobility and Chapter VI. Public Realm – Gateways and Streetscaping.

3) Meet or exceed the City of Rancho Cordova Design Guidelines, available as a separate document.



Because the City's Design Guidelines allow some flexibility in terms of design, a higher level of review is necessary. Upon completion of staff review, the project will be presented in a public hearing to the appropriate hearing body. The hearing bodies are the Planning Commission and City Council with the following review responsibilities:

- **Planning Commission** – The Planning Commission is the primary review body for residential design reviews, including residential site plans, landscape plans, and model home designs. The Planning Commission also makes recommendations to the City Council on commercial design review applications. Appeals go to the City Council.

- **City Council** – The City Council is the review body for commercial projects and the appeal body for all design review applications. The Planning Commission holds a public hearing on all commercial projects and makes a recommendation to the City Council.

## EXPEDITED DESIGN REVIEW

The City recognizes that its standard Design Review process can be cumbersome for applicants of small projects and may indirectly discourage potential applicants from bringing forward quality projects. The solution is not to waive Design Review but to allow for more expedited review, which ensures that quality projects are built without subjecting good projects to long approval processes. The Expedited Design Review was created for these kinds of projects. Projects that do not meet the requirements for an Expedited Design Review will follow the City's standard Design Review process.

The Expedited Design Review process is less discretionary than the standard Design Review process because projects that qualify for Expedited Design Review must meet all the objectives and standards contained within this Specific Plan.

To qualify for Expedited Design Review, a project must meet the following requirements:

1) Provide one or more of the Demand Projects listed in Chapter VIII - Implementation. Staff will make the determination whether or not a project falls within the Demand Projects "Wish List."

2) Implement the regulating plan by meeting the complete set of form-based development standards, both of which can be found in Chapter IV - Private Realm: Land Use and Development Standards. (Note: There are more restrictive development standards for projects that qualify for Expedited Design Review.

3) As applicable, implement improvements specified in Chapter V - Public Realm: Mobility and Chapter VI - Public Realm: Gateways and Streetscaping.

Because the Expedited Design Review process was created to reward qualifying projects with a shortened review time, projects will be heard by only one hearing body. Upon completion of staff review, the project will be presented in a public hearing to the Design Review Board. (Expedited Design Review will not be available until the Design Review Board has been established. Decision making authority should be vested with the City Council until formation of the Board.) The Design Review Board has the following review responsibilities:

- **Design Review Board** – The Expedited Design Review hearing body is the Design Review Board (DRB) – specially created to review projects that qualify for expedited review. The Board is

composed of a minimum of three members, and is recommended to include one Planning Commissioner, one City Councilmember, and one design or planning professional with a background in urban design. The board will meet on an as-needed basis to process applications in a timely manner. Board members are recommended by the City Manager and appointed by the City Council. Appeals of DRB decisions go to the City Council.

A qualifying project will be reviewed by the DRB within 30 days following completion of the project application. Public noticing is required for all DRB Hearings. Nearby residents are to be notified and allowed to comment and appeal. Appeals would be heard by the City Council.

# B. DEVELOPMENT CAPACITY AND DENSITY TRANSFER/BONUS

## GENERAL PLAN DEVELOPMENT POTENTIAL FOR FOLSOM BOULEVARD SPECIFIC PLAN

The land plan established for Folsom Boulevard expands development opportunities along the corridor. The property along the corridor currently has approximately 2,745 dwelling units, 35% of the 7,468 units expected at build-out. The Folsom Boulevard Specific Plan has been designed with a flexible density transfer system to be used in limited cases where additional dwelling units are needed to facilitate the construction of transit-oriented developments, construct parking structures, and accomplish other objectives that will help build vibrant mixed-use pulse points.

The Rancho Cordova General Plan Land Use Element establishes development potential for the entire General Plan Planning Area. The development potential is intended to provide a realistic development envelope for build-out as a percentage of the maximum development capacity for each land use category. Said another way, development potential reflects a likely development scenario consistent with the City's vision, rather than assuming all property develops at a maximum capacity. Development potential for this FBSP Project Area is assumed in the General Plan to be approximately 8,000 dwelling units as outlined below. This development potential serves as the target development or holding capacity for the Plan Area.

**Table III-1 General Plan Development Envelope**

| General Plan Planning Area | Dwelling Units Within FBSP |
|---|---|
| Folsom Boulevard Planning Area (within FBSP) | 6,000 |
| Downtown Planning Area (within FBSP) | 2,000 |
| Total | 8,000 |

## FOLSOM BOULEVARD SPECIFIC PLAN DENSITY TRANSFER AND DENSITY BONUS

The Folsom Boulevard Specific Plan implements the General Plan by establishing a more detailed land plan with parcel-level zoning designations and corresponding development standards. Consistent with the General Plan, this Specific Plan establishes allowable residential density ranges, then identifies the target (or likely) residential development assumption, which is less than the maximum allowable density. The fixed density assumption reflects an average development assumption given existing conditions and

- Regional demand for the corridor's home materials businesses should continue to grow. The expansion of this specialized kind of retail space should occur adjacent to existing development within the Sunrise pulse point.

- The development of at least one million square feet of office space throughout the Plan Area.

## C. SUMMARY OF DEMAND PROJECTS

### DEVELOPMENT "WISH LIST":

The following list of projects represents priority demand projects which have been identified by the City for Folsom Boulevard's future desired development. City staff will make the determination whether or not a project falls within the "Wish List" below.

Projects bringing to Rancho Cordova:

- A significant amount of generated sales tax revenue and or jobs.

- Innovative development proposals for key catalyst sites (as identified in the redevelopment plan); and/or

- The following land uses:

  - Movie theatre

  - Hotels

  - Bowling alley

  - Community college

  - Transit Oriented Development adjacent to LRT station

  - Mixed-Income Housing

  - High-end specialty retail

  - High-quality eating establishments

  - Hospital

  - Catalyst Innovative concept, good design, green architecture, destination – landmark, sense of place

  - Vertical commercial mixed-use development, including appropriate ground floor retail development

- In pulse points and other appropriate locations, include space in redeveloped projects to replace existing retail development
- Retail supporting business community
- Entertainment uses
- Zinfandel pulse point - Civic Center and Town Center development
- Sunrise pulse point – convention vs. retail development
- Convention center (within convention district)
- Any other use that strongly contributes to the Vision for Folsom Boulevard

In addition to the above list of the City's desired priority development projects, the table below provides a summary of projected demand for each of the evaluated land uses, as outlined in Appendix B, Residential, Retail and Office Growth Projections Memorandum by BAE.

**Table VIII-1**
**Summary of Development Potentials 2005-2050**

| Land Use | FBSP Area Demand for New Development | | | |
|---|---|---|---|---|
| | 2005-2010 | 2011-2025 | 2026-2050 | Total |
| **Residential** | | | | |
| Single-family (units) | 561 | 2,142 | 225 | 2,928 |
| Multi-family (units) | 433 | 2,384 | 1,163 | 3,980 |
| Total (units) | 994 | 4,526 | 1,388 | 6,908 |
| **Retail** | | | | |
| Neighborhood Centers (square feet) | 19,512 | 87,514 | 24,372 | 131,398 |
| Community Centers (square feet) | 16,823 | 75,452 | 21,016 | 113,291 |
| Regional Centers (square feet) | 21,148 | 94,852 | 26,417 | 142,417 |
| Specialty Centers (square feet) | 875 | 3,922 | 1,093 | 5,890 |
| Total (excluding auto) (square feet) | 58,358 | 261,743 | 72,895 | 392,996 |
| **Office** | | | | |
| Scenario 1: Folsom Boulevard TAZs – SACOG Blueprint Baseline (sq ft) | 547,722 | 2,364,112 | 1,564,224 | 4,476,058 |
| Scenario 2: Folsom Boulevard TAZs – Constant 2005 Share of Growth (sq ft) | 381,105 | 621,382 | 1,814,015 | 2,816,502 |

# MEMORANDUM

**DATE:** May 4, 2009

**TO:** Honorable Mayor and Council Members

**FROM:** Reuben Meeks, Chief of Police

**SUBJECT:** **RESOLUTION INCREASING PARKING VIOLATION FINES**

---

## RECOMMENDATION

Adopt Resolution No. 1-2009

## RESULT OF RECOMMENDED ACTION

Adoption of Resolution No. 1-2009 will increase the current parking violation fines schedule. The update will be consistent with the County of Sacramento's July 15, 2008 update (Sacramento County Resolution 2008-0781).

## BACKGROUND

Upon incorporation, the City adopted the County of Sacramento's parking violation fines by reference. The City also established a Law Enforcement Services contract with the Sacramento County Sheriff's Department, forming the City of Rancho Cordova Police Department. All law enforcement within the City is provided by the Sacramento County Sheriff's Department, including the enforcement of parking regulations.

The City of Rancho Cordova Police Department, Traffic Enforcement Division is responsible for identifying parking violations and issuing appropriate citations within the City.

Since its original adoption of parking fines in August 2003, the City has not updated the fine schedule. The County of Sacramento increased their parking violation fines on July 15, 2008. The increase incorporated a 16.4% CPI adjustment in accordance with the U.S. Department of Labor, Bureau of Labor Statistics for August 2003 to April 2008. Additional increases to the fines brought the County in line with other jurisdictions in the region. Sacramento County chose to set their fines at the high end of the spectrum. Given that violation fines are designed to deter undesirable behavior, City staff concurs with their methodology.

The total updated fee increase is 67% and includes an additional $3.00 per fee; to compensate for $3.00 the state is taking from each ticket to increase the state court construction penalty. This new payment to the state became effective January 1, 2009 and must be paid to the County Treasurer. The fee was enacted by SB 1407, Chapter

311 Statutes of 2008. Many cities are currently increasing their parking fines to make up the local revenues that will be sent to the state as a result of SB 1407.

Increasing the parking violation fines will result in an increase in revenue collected through the issuance of parking citations. These revenues are collected by the Sacramento County Sheriff's Department and applied against the City's contractual payments, thereby reducing our net cost of service. This increase in revenue is needed in order to pay for existing services in the enforcement of parking regulations. The increases reflect Sacramento County's July 2008 fine increases, as well as the additional $3 to cover subsequent new state legislation for the state court construction penalty, which became effective January 1, 2009. A comparison of the fine schedules for surrounding areas is attached as **Exhibit A-2**.

For the reasons explained above, City staff recommend that the Council update its parking fee schedule as shown on **Exhibits A-1 and A-2**.

## ATTACHMENT

Resolution No. 1-2009 Increasing Parking Violation Fines including (Exhibits A-1 and A-2) comparison of parking fines of local jurisdictions.

**CITY OF RANCHO CORDOVA**

**RESOLUTION NO. 01-2009**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA TO INCREASE PARKING VIOLATION FINES**

**WHEREAS**, upon incorporation, the City of Rancho Cordova adopted all the fees and fines of the County of Sacramento by reference; and

**WHEREAS**, the City parking violation fines have not been increased since August 2003; and

**WHEREAS**, the Board of Supervisors for the County of Sacramento approved a fee increase on July 15, 2008; and

**WHEREAS**, upon incorporation, the City entered into a contract with the Sacramento County Sherriff's Department to provide Law Enforcement Services, including the Traffic Enforcement Division, which is responsible for enforcing parking regulations; and

**WHEREAS**, the City's update of the Parking Violation Fines is needed to be more consistent with the County of Sacramento and with neighboring municipalities within Sacramento County; and

**WHEREAS**, The updated fees include an additional $3 per fee to compensate for a $3 increase in the state court construction penalty, which became effective January 1, 2009 and was enacted by Chapter 311 Statutes of 2008 (SB 1407); and

**WHEREAS**, this update will result in an increase in revenue collected through the issuance of parking citations. This increase in revenue is needed in order to provide a higher level of service and to pay for existing services in the enforcement of parking regulations.

**NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA** that the Council hereby approves the update of Parking Violation Fines as shown in **(Exhibits A-1 and A-2)**.

**PASSED AND ADOPTED** by the City Council of the City of Rancho Cordova on the _____ day of _____ 2009 by the following vote:

**AYES:**

**NOES:**

**ABSENT:**

**ABSTAIN:**

_____
Dan Skoglund, Mayor

**ATTEST:**

_____
Mindy Cuppy, City Clerk

# City of Rancho Cordova Police Department

4/29/2009

Parking Enforcement Proposed Bail Schedule by Violation

| VIOLATION | CODE | SECTION | SUB | EXISTING FINE | NEW FINE* |
|---|---|---|---|---|---|
| 18" FROM CURB | CVC | 22502 | a | $35.00 | **$53.00** |
| 72 HOURS OR MORE PARKING OR STORING | SCC | 10.24.070 | b | $35.00 | **$53.00** |
| ABANDONED VEHICLE-HIGHWAY | CVC | 22523 | a | $100.00 | **$103.00** |
| ABANDONED VEHICLE-PRIVATE PROPERTY | CVC | 22523 | b | $100.00 | **$103.00** |
| ALLEYS-PARKWAYS | SCC | 10.24.060 | | $35.00 | **$53.00** |
| ALTERED LICENSE PLATE DISPLAYED ON VEHICLE | CVC | 4464 | | $35.00 | **$111.00** |
| ANGLE PARKING | SCC | 10.24.140 | | $35.00 | **$53.00** |
| BLOCKED DRIVEWAY | CVC | 22500 | e | $35.00 | **$53.00** |
| BUS ZONE | CVC | 22500 | i | $315.00 | **$363.00** |
| CONTINUING PARKING VIOLATION | SCC | 10.24.110 | | $35.00 | **$53.00** |
| PARKED IN CROSSWALK | CVC | 22500 | b | $35.00 | **$53.00** |
| CURB MARKING-GREEN | SCC | 10.24.010 | 4 | $35.00 | **$53.00** |
| CURB MARKING-WHITE | SCC | 10.24.010 | 3 | $35.00 | **$53.00** |
| CURB MARKING-BLUE | SCC | 10.24.010 | 5 | $345.00 | **$403.00** |
| CURB MARKING-RED | SCC | 10.24.010 | 1 | $35.00 | **$53.00** |
| CURB MARKING-YELLOW | SCC | 10.24.010 | 2 | $35.00 | **$53.00** |
| CURB PARKING-RIGHT OF WAY | SCC | 10.24.120 | | $35.00 | **$53.00** |
| CURRENT TABS | CVC | 5204 | a | $25.00 | **$111.00** |
| DISABLED SPACE-PARKING BLOCKING SPACE | CVC | 22507.8 | b | $345.00 | **$403.00** |
| DISABLED SPACE-PARKED ON LINES/BOUNDARIES | CVC | 22507.8 | c1 | $345.00 | **$403.00** |
| DISABLED SPACE-PARKED IN STALL/SPACE | CVC | 22507.8 | a | $345.00 | **$403.00** |
| DISABLED SPACE-PARKED IN CROSSHATCH LINES | CVC | 22507.8 | c2 | $345.00 | **$403.00** |
| DISPLAY OF PLATE | CVC | 5200 | | $25.00 | **$53.00** |
| DOUBLE PARKED | CVC | 22500 | h | $35.00 | **$53.00** |
| EMERGENCY PARKING SIGN | SCC | 10.24.050 | | $35.00 | **$53.00** |
| EXPIRED REGISTRATION | CVC | 4000 | a | $50.00 | **$111.00** |
| EXTENDED PARKING-TIME OVER MAXIMUM | SCC | 10.28.110 | | $35.00 | **$53.00** |
| FIRE HYDRANT | CVC | 22514 | | $100.00 | **$103.00** |
| FIRE LANE | CVC | 22500.1 | | $100.00 | **$103.00** |
| ILLEGAL PARKING IN PARK AND RIDE LOT | CVC | 22518 | | N/A | **$103.00** |
| IMPROPER USE OF EVIDENCE OF REGISTRATION | CVC | 4461 | | $35.00 | **$111.00** |
| IMPROPER USE OF EVIDENCE OF REGISTRATION | CVC | 4462 | b | $35.00 | **$111.00** |
| KEYS IN IGNITION | SCC | 10.24.160 | | $35.00 | **$53.00** |
| LICENSE PLATE INPROPERLY DISPLAYED | CVC | 5201 | | $25.00 | **$111.00** |
| LIMITED TIME PARKING 7AM TO 6PM | SCC | 10.24.100 | a | $35.00 | **$53.00** |
| LIMITED TIME PARKING SIGNS | SCC | 10.24.100 | b | $35.00 | **$53.00** |
| LOADING ZONE | SCC | 10.24.090 | | $35.00 | **$53.00** |
| MISUSE OF HANDICAPPED PLACARD | CVC | 22511.56 | | $45.00 | **$103.00** |
| NO COVER PERMITTED ON LICENSE PLATE | CVC | 5201 | e | $25.00 | **$111.00** |
| NO PARKING ZONES | SCC | 10.24.030 | | $35.00 | **$53.00** |
| OBSTRUCTION OF BIKEWAY/PATH/TRAIL | CVC | 21211 | b | $35.00 | **$53.00** |
| ONE WAY STREET | SCC | 10.24.080 | | $35.00 | **$53.00** |
| OVERTIME PARKING AT METER | SCC | 10.28.100 | | $35.00 | **$53.00** |
| PARALLEL PARKING (LEFT) ONE WAY STREET | CVC | 22502 | e | $35.00 | **$53.00** |
| PARKING ADJACENT TO SAFETY ZONE | CVC | 22500 | c | $35.00 | **$53.00** |
| PARKING BLOCKING EVACUATION | CVC | 22500 | g | $35.00 | **$53.00** |
| PARKING BLOCKING WHEELCHAIR ACCESS | CVC | 22500 | l | $315.00 | **$403.00** |
| PARKING IN DESIGNATED AREAS-ONE WAY ROAD | SCC | 10.24.070 | c | $35.00 | **$53.00** |
| PARKING IN OFF-STREET HANDICAP SPACE | CVC | 22511.8 | | $345.00 | **$403.00** |
| PARKING ON NAROW STREETS/SPECIAL PLACES | SCC | 1.24.040 | | $35.00 | **$53.00** |
| PARKING NEAR SCENE OF EMERGENCY | SCC | 10.36.050 | | $35.00 | **$103.00** |
| PARKING NEAR SIDEWALK ACCESS RAMP | CVC | 22522 | | $315.00 | **$363.00** |
| PARKING ON PRIVATE PROPERTY | SCC | 10.24.180 | | $35.00 | **$53.00** |
| PARKING PROHIBITED, LIMITED, RESTRICTED | SCC | 09.36.048 | b | $35.00 | **$53.00** |

Parking Enforcement Proposed Bail Schedule by Violation

| VIOLATION | CODE | SECTION | SUB | EXISTING FINE | NEW FINE* |
|---|---|---|---|---|---|
| PARKING PROHIBITED, LIMITED, RESTRICTED | SCC | 10.24.170 | b | $35.00 | **$53.00** |
| PARKING ON/NEAR RAILROAD TRACKS | CVC | 22521 | | $35.00 | **$53.00** |
| PARKING WITHIN A CLOSED PARK | SCC | 09.36.065 | e | $35.00 | **$53.00** |
| PROHIBITED STOP, STAND, PARK | CVC | 22500 | | $35.00 | **$53.00** |
| PROHIBITED STOP, STAND, PARK | SCC | 10.28.030 | b | $35.00 | **$53.00** |
| PROHIBITED ZONE WITHIN PARK | SCC | 09.36.065 | d | $35.00 | **$53.00** |
| PARKING ON SIDEWALK | CVC | 22500 | f | $35.00 | **$53.00** |
| STATE HIGHWAY PARKING RESTRICTED | CVC | 22505 | b | $35.00 | **$53.00** |
| STOPPING ON FREEWAY | CVC | 22520 | | $35.00 | **$53.00** |
| UNATTENDED VEHICLE/MOTOR RUNNING/NO BRAKE SET | CVC | 22515 | a | $35.00 | **$53.00** |
| UNAUTHORIZED COMMERCIAL VEHICLE | SCC | 10.24.070 | h | $100.00 | **$103.00** |
| UNAUTHORIZED RECREATIONAL VEHICLE | SCC | 10.24.070 | l | $100.00 | **$103.00** |
| STOP, STAND, PARK ON HIGHWAY IN UNINCORPORATED AREA | CVC | 22504 | a | $35.00 | **$53.00** |
| VEHICLE FOR SALE | SCC | 10.24.070 | a | $35.00 | **$53.00** |
| VEHICLE ON SCHOOL GROUNDS IN UNDESIGNATED AREA | CVC | 22113 | a | $35.00 | **$53.00** |
| VIOLATION OF SIGNS | SCC | 10.24.175 | | $35.00 | **$53.00** |

* In addition, all fines shall include a surcharge for any additional state fees, fines or penalties enacted after May 4, 2009, which are required to be remitted to the state.

# City of Rancho Cordova Police Department

## Comparison of Parking Fines of Local Jurisdictions

4/29/2009

| Description of Violation | Code Section | City of Sacramento (07/1993) | City of Elk Grove (8/2006) | City of Stockton (2/2007) | City of Roseville (11/2005) | City of West Sacramento (1/2006) | City of Davis (05/2007) | City of Rocklin | City of Woodland | Average | County of Sacramento | City of Rancho Cordova | Proposed New Fine |
|---|---|---|---|---|---|---|---|---|---|---|---|---|---|
| Expired Registration | CVC 4000 | $25 | $50 | $190 | $50 | $56 | | $96 | $50 | $73.86 | $108 | $50.00 | **$108** |
| Display of Plate | CVC 5200 | $35 | $25 | $108 | $50 | $40 | $30 | | | $48.00 | $50 | $25.00 | **$50** |
| Current Tabs | CVC 5204 | $35 | $25 | $108 | $50 | $66 | $60 | $30 | | $53.43 | $108 | $25.00 | **$108** |
| Blocked Driveway | CVC 22500 | $50 | $35 | $28 | $50 | $34 | $30 | $50 | $30 | $38.38 | $50 | $35.00 | **$50** |
| Bus Zone | CVC 22500 | $345 | $315 | $27 | | $250 | $250 | $280 | $250 | $245.29 | $360 | $315.00 | **$360** |
| Parked in Crosswalk | CVC 22500 | $50 | $35 | $27 | $50 | $40 | $30 | $50 | $40 | $40.25 | $50 | $35.00 | **$50** |
| Double Parked | CVC 22500 | $35 | $35 | $27 | | $34 | | $50 | $30 | $35.17 | $50 | $35.00 | **$50** |
| Parking in Sidewalk | CVC 22500 | $35 | $35 | $27 | $50 | $34 | $35 | $50 | $30 | $37.00 | $50 | $35.00 | **$50** |
| Fire Lane | CVC 22500.1 | $100 | $100 | $146 | $100 | $40 | $80 | $130 | $40 | $92.00 | $100 | $100.00 | **$100** |
| 18" From Curb | CVC 22502 | $35 | $35 | $32 | $50 | $34 | $35 | $50 | $30 | $37.63 | $50 | $35.00 | **$50** |
| Parking Wrong Side of Street | CVC 22502 | $35 | $35 | $32 | $50 | $34 | $35 | $50 | | $38.71 | $50 | $35.00 | **$50** |
| Disabled Space-Blocking Space | CVC 22507.8 | $445 | $345 | $280 | $380 | $275 | $275 | $305 | $275 | $322.50 | $400 | $345.00 | **$400** |
| Disabled Park in Crosshatch | CVC 22507.8 | $445 | $345 | $280 | $380 | $275 | $275 | $305 | $275 | $322.50 | $400 | $345.00 | **$400** |
| Fire Hydrant | CVC 22514 | $100 | $100 | $113 | $100 | $40 | $35 | $50 | $30 | $71.00 | $100 | $100.00 | **$100** |
| Curb Marking | SCC10.24.010 | $34 | $35 | $40 | $50 | $34 | $30 | | | $37.17 | $50 | $35.00 | **$50** |
| No Parking Zones | SCC10.24.030 | $28 | $35 | $40 | $50 | $34 | $30 | $55 | | $38.86 | $50 | $35.00 | **$50** |
| Unauthorized Commercial Vehicle | SCC10.24.070 | $100 | $100 | $100 | $100 | $34 | | $55 | | $81.50 | $100 | $100.00 | **$100** |
| Unauthorized Recreational Vehicle | SCC10.24.070 | $100 | $100 | $100 | $100 | $34 | | | | $86.80 | $100 | $100.00 | **$100** |
| Vehicle For Sale | SCC10.24.070 | $50 | $35 | $15 | $50 | $34 | $30 | $50 | | $37.71 | $50 | $35.00 | **$50** |
| Limited Time Parking Signs | SCC10.24.100 | $23 | $35 | $30 | $35 | $34 | | $50 | | $34.50 | $50 | $35.00 | **$50** |

Date next to jurisdiction refers to date last updated

# MEMORANDUM

**DATE:** May 4, 2009

**TO:** Honorable Mayor and Council Members

**FROM:** Joe Chinn, Assistant City Manager

**SUBJECT:** **UPDATE OF RIO DEL ORO PROJECT**

## RECOMMENDATION

Provide Council with update and receive direction.

## RESULT OF RECOMMENDED ACTION

This presentation will update the City Council on the current status of the Rio del Oro project, with an emphasis on efforts over the past year. Through this discussion, the Council will better understand the major issues that must be addressed in the project review.

## BACKGROUND

At the request of Council Member Budge at the April 20th Council meeting, staff is providing an update on the Rio del Oro project for Council consideration. Currently, processing of the Rio del Oro project has essentially halted. Over the past year staff has worked with the project applicants to resolve outstanding issues with limited success. The majority of outstanding issues relate to the obligations that the project will be required to satisfy – the primary issue being cost of required public infrastructure and facilities.

Additionally, the applicant has stopped payments for processing costs incurred by the City, resulting in the City's insistence that outstanding project balances be paid before the processing and the project review of the Rio del Oro application can resume.

An update will be provided on these and other issues that have occurred since the last City Council and Planning Commission Joint Work Session in July 2008. City staff has informed and invited the Rio del Oro applicants to this Council update.

## ATTACHMENTS

Rio del Oro Project Update Powerpoint Presentation