

CITY COUNCIL AGENDA

Special Meeting

Tuesday, July 1, 2003

9:30 A.M.

California Office of Emergency Services Building

West Multipurpose Room

3650 Schriever Avenue

Rancho Cordova, CA

www.cityofranchocordova.org

City Council

David Roberts

Linda Budge

Robert McGarvey

Kenneth Cooley

David Sander

1. Opening Matters

- 1.1 Call to Order
- 1.2 Pledge of Allegiance
- 1.3 Invocation by a Member of the Rancho Cordova Ministerial Association
- 1.4 Roll Call
- 1.5 Swearing In Ceremony
- 1.6 Council Comments
- 1.7 Congratulatory Remarks & Presentation to Council Members
- 1.8 Approval of Agenda
- 1.9 Approval of Minutes: June 2, 2003
- 1.10 Selection of Mayor and Mayor Pro Tempore
 - by Motion, Select a Mayor and Mayor Pro Tempore

2. Public Comments

At this time, the public is permitted to address the City Council on non-agendized items. COMMENTS SHOULD NOT EXCEED THREE (3) MINUTES. In accordance with State Law, no action or discussion may take place on any item not appearing on the posted agenda. The Council may respond to statements made or questions asked, or may request Staff review the matter and report back at a future meeting. Any member of the public may contact the City Clerk's Office related to the proper procedure for placing an item on a future City Council agenda. The exceptions under which the City council MAY discuss and/or take action on items not appearing on the agenda are contained in Government Code § 54954.2(b)(1-3).

3. Consent Calendar

Consent Calendar items are typically non-controversial in nature and are considered for approval by the City Council with one single action. Members of the audience, Staff or the City Council who would like an item removed from the Consent Calendar for purposes of public input may request the Mayor to remove the item.

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- 3.1 Waive the Reading and Adopt An Urgency Ordinance Providing for All County Ordinances to Remain in Effect for 120 Days

Explanation: This ordinance will adopt the Sacramento County Code as the ordinances within the City of Rancho Cordova, together with all administrative interpretations, for 120 days. Adoption is required by Government Code section 57376 and Paragraph 8 of LAFCO Resolution No. 1243. The ordinance will become effective immediately. Requires a 4/5th vote.

- 3.2 Adoption of Resolution Regarding Mayor and Mayor Pro Tempore

Explanation: This resolution will establish the procedure for selection of mayor and mayor pro tempore and their responsibilities.

- 3.3 Adoption of Resolution Designating the Place and Time for Regular City Council Meetings

Explanation: This resolution will designate the place and time of regular Council meetings as required by Government Code section 54954(a). The regular meetings will be held on the first and third Monday of each month at 6:30 p.m. at the City Council Chambers.

- 3.4 Waive the Reading and Adopt an Urgency Ordinance Creating and Establishing a City Manager Form of Government and the Position of City Manager and Adoption of Resolution to Approve the Assistant to the City Manager/Economic Development Position and Job Specification

Explanation: Pursuant to Government Code section 34581 and Paragraph 13 of LAFCO Resolution No. 1243, this ordinance will establish the City Manager form of government as the system of governance in Rancho Cordova and creates the position of City Manager. The ordinance will become effective immediately. Requires a 4/5th vote. The second action will approve the Assistant to the City Manager/Economic Development position and job specification.

- 3.5 Adoption of Resolution Adopting the Sacramento County General Plan as the City's General Plan on an Interim Basis

Explanation: This resolution will adopt the County General Plan as the general plan for the City of Rancho Cordova to be effective for a maximum period of 30 months or until the City adopts its own general plan, pursuant to Government Code section 65360 and as required by Paragraph 8 of LAFCO Resolution No. 1243.

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- 3.6 Adoption of Resolution Adopting the Mather Field Specific Plan on an Interim Basis

Explanation: This resolution will adopt the Mather Field Specific Plan for a maximum period of 30 months or until modified by the Council.

- 3.7 Adoption of Resolution Adopting the SunRidge Specific Plan on an Interim Basis

Explanation: This resolution will adopt the SunRidge Specific Plan for a maximum period of 30 months or until modified by the Council.

- 3.8 Adoption of Resolution Adopting County Zoning Map on an Interim Basis

Explanation: This resolution will adopt Sacramento County's Zoning Map as in effect on July 1, 2003, as the zoning map for the City of Rancho Cordova.

- 3.9 Waive the Reading and Introduce Ordinance Imposing a Sales and Use Tax to be Administered by the State Board of Equalization and Providing Penalties for Violations; Adopt Resolution Approving Agreement for State Administration of Local Sales and Use Taxes; and Adopt Resolution Authorizing Examination of Sales and Use Tax Records

Explanation: The Council will take three actions related to sales and use taxes. The first is to waive the reading and introduce an ordinance to adopt a Sales and Use Tax within the City of Rancho Cordova in accordance with the Bradley-Burns Act. The ordinance will be continued to the July 7, 2003 Council meeting for second reading and adoption. The second action is to approve an agreement with the State Board of Equalization (Board) for collection of the tax. The third action is to adopt a resolution authorizing the Board to examine records. These actions will not increase the amount of the current sales and use tax paid by consumers; the result of these actions is that the City will receive 1.0% of the existing sales and use tax beginning October 1, 2003. However, pursuant to Paragraph 9(h) of LAFCO Resolution No. 1243, any sales and use taxes received by the County during the period July 1 through September 30, 2003 will be used to offset charges to the City for County services after incorporation. These actions are required by Paragraph 9(o)(i) of LAFCO Resolution 1243.

- 3.10 Waive the Reading and Adopt an Urgency Ordinance to Continue the Existing Transient Occupancy Tax

Explanation: This ordinance will continue the County's transient occupancy (hotel) tax in effect at the current County rate. Adoption is

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required by Paragraph 9(o)(iv) of LAFCO Resolution No. 1243. The ordinance will become effective immediately. Requires a 4/5th vote.

- 3.11 Waive the Reading and Adopt an Urgency Ordinance to Continue the Existing Documentary Transfer Tax

Explanation: This ordinance will continue the County's documentary (real property) transfer tax in effect at the current County rate. Adoption is required by Paragraph 9(o)(v) of LAFCO Resolution No. 1243. The ordinance will become effective immediately. Requires a 4/5th vote.

- 3.12 Adoption of Resolution Appointing Charles Cate as City Manager and Approving Agreement for Interim City Manager Services

Explanation: This resolution will appoint Charles Cate as the Interim City Manager. The terms of his appointment, including compensation, will be as provided in the agreement signed with Mr. Cate, which will also be approved by the resolution.

- 3.13 Adoption of Resolution Appointing Steven R. Meyers as City Attorney and Adam U. Lindgren as Assistant City Attorney and Approving Agreement for Legal Services with Meyers, Nave, Riback, Silver & Wilson

Explanation: This resolution will appoint Steven R. Meyers as the City Attorney and Adam U. Lindgren as Assistant City Attorney. The Agreement for Legal Services, governing the terms of compensation for legal services, will also be approved.

- 3.14 Adoption of Resolution Authorizing County Officials to Enforce Laws in City During Transition Year

Explanation: Sacramento County is required to continue to provide all services in the City of Rancho Cordova which it provided prior to incorporation through June 30, 2004. This resolution will authorize all County employees who are performing services within the City of Rancho Cordova to enforce any laws within the City while the County is providing such services.

- 3.15 Adoption of Resolution Requiring Bonds for City Employees

Explanation: This resolution will establish the amount of the official bond for designated city employees and direct the City Manager to acquire a "blanket bond" covering all employees.

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- 3.16 Adoption of Resolution Adopting the Appropriation Limit (Provisional) for Fiscal Year 2003-2004

Explanation: California Constitution Article XIII B requires the City to adopt an "appropriations limit". Paragraph (9)(m) of LAFCO Resolution No. 1243 establishes the initial appropriations limit as \$34,250,000. This resolution will formally adopt that amount as the City's appropriations limit until voter approval.

- 3.17 Adoption of Resolution Designating U.S. Bank as the City's Bank and Providing for Authorized Signatures on Warrants and Checks

Explanation: This resolution will designate the U.S. Bank, Rancho Cordova branch, as the City's bank. It will also designate the City Manager and Mayor as the officials authorized to sign warrants and checks over \$2,500, with the City Manager authorized to sign checks for less than \$2,500.

- 3.18 Adoption of Resolution Authorizing Investment of City Monies in the Local Agency Investment Fund

Explanation: This resolution will authorize the City to invest monies in the State's Local Agency Investment Fund. The City Manager and the City Treasurer are authorized to deposit or withdraw monies.

- 3.19 Adoption of Resolution Establishing a Petty Cash Fund

Explanation: This resolution will establish a petty cash fund for minor expenses of the daily operations of the City.

- 3.20 Adoption of Resolution Consenting to Cancellation of Uncollected Taxes, Penalties and Costs Based on the Consent of the County Counsel

Explanation: This resolution will authorize the County Counsel to consent to cancellation of uncollected taxes, penalties and costs on behalf of the City.

- 3.21 Waive the Reading and Adopt An Urgency Ordinance Establishing a Special Gas Tax Street Improvement Fund

Explanation: This resolution will establish a special fund into which all gas tax revenues will be deposited. The ordinance will become effective immediately. Requires a 4/5th vote.

- 3.22 Waive the Reading and Adopt a Purchasing Ordinance as an Urgency Ordinance

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Explanation: This ordinance will create a purchasing system to establish efficient procedures for the purchase of supplies, services and equipment to secure for the city supplies, services and equipment at the lowest possible cost commensurate with the level of quality required, to exercise financial control over purchases, and to clearly define authority for the purchasing function. This will become effective immediately. Requires a 4/5th vote.

3.23 Adoption of Resolution Establishing Cost Recovery Program for Land Use, Zoning and Building Approvals

Explanation: This resolution will require applicants for land use approvals to pay the cost of processing such applications. The costs will include all staff time, including overhead, and the City's actual costs paid for legal and other services required to review and process the application.

3.24 Waive the Reading and Adopt An Urgency Ordinance Providing for Council Reimbursement for Expenses

Explanation: This ordinance will provide a policy for Councilmembers to receive reimbursement for actual, reasonable and necessary expenses incurred in performing their duties. The ordinance is authorized by Government Code section 36514.5. The ordinance will become effective immediately. Requires a 4/5th vote.

3.25 Waive the Reading and Adopt An Urgency Ordinance Providing for Council Salaries

Explanation: This ordinance is authorized by Government Code section 36516(a). It will provide Councilmembers with a monthly salary of \$500. The ordinance will become effective immediately. Requires a 4/5th vote.

3.26 Waive the Reading and Adopt an Urgency Ordinance Establishing a Local Claims Procedure and Authorizing the City Manager to Reject or Settle Claims

Explanation: This ordinance will require that claims be presented to the City before filing a law suit for those types of claims that are exempt from the California Tort Claims Act. The ordinance would require that all members of a class action properly present a claim to the City. The ordinance would also authorize the City Manager to reject or settle claims less than \$2,500. This ordinance is authorized by Government Code sections 935 and 935.4. The ordinance will become effective immediately. Requires a 4/5th vote.

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- 3.27 Adoption of Resolution Authorizing the Mayor to Enter into a Tax Sharing Agreement with the County of Sacramento

Explanation: Paragraph 9(s) of LAFCO Resolution No. 1243 requires that the County of Sacramento and the City of Rancho Cordova enter into a "Tax Sharing Agreement Between the County of Sacramento and the City of Rancho Cordova." This resolution will approve the "Tax Sharing Agreement Between the County of Sacramento and the City of Rancho Cordova" submitted to the electorate for approval as part of the incorporation ballot measure with reservation.

- 3.28 Adoption of Resolution Providing for Posting of Ordinances

Explanation: This resolution will allow the City to provide notice of proposed actions when notice is legally required by posting in three public places.

- 3.29 Adoption of Resolution Adopting CEQA Guidelines

Explanation: This resolution will adopt the State CEQA Guidelines as the City's CEQA guidelines.

- 3.30 Adoption of Resolution Consenting to Enforcement by County Health Officer of All Health Laws Within City

Explanation: This resolution will consent to the enforcement by the County Health Officer of all laws relating to public health. This resolution is authorized by Health & Safety Code section 101375.

- 3.31 Adoption of Resolution Regarding Insurance

Explanation: This resolution will authorize and direct the City Manager to obtain insurance.

- 3.32 Adoption of Resolution of Intent to Adopt Conflict of Interest Code and to Invite Public Comments

Explanation: The City needs to adopt a conflict of interest code. A 60-day public comment period is required prior to adoption. This resolution will provide notice of the intent to adopt the conflict of interest code.

- 3.33 Waive the Reading and Introduce Ordinance to Consolidate the General Municipal Election with the Statewide General Election to be Held on November 2, 2004; and to Request the

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Board of Supervisors of Sacramento County to Order Consolidation with the Statewide General Election

Explanation: This ordinance will establish a municipal election on the date of the statewide general election. This ordinance will also consolidate the City election with the County election. The ordinance will be continued to the July 7, 2003 Council meeting for second reading and adoption.

- 3.34 Waive the Reading and Adopt an Urgency Ordinance Continuing County Fees, Charges and Rates in Effect; Resolution Authorizing Sacramento County to Continue the Collection of Fees, Charges, and Rates for Fiscal Year 2003-2004

Explanation: The Council will take two actions related to fees, charges and rates, currently in effect within the City. The ordinance will continue County fees, charges and rates in effect as the City's fees, charges and rates for programs and services. The ordinance does not apply to development impact fees. The ordinance will become effective immediately. The ordinance requires a 4/5th vote. The resolution authorizes the County to continue to collect these fees, charges and rates.

- 3.35 Adoption of Resolution Authorizing Sacramento County to Continue Collecting Special Taxes, Fees, Charges and Assessments on County Tax Rolls for Fiscal Year 2003-2004

Explanation: The resolution will authorize Sacramento County to continue collecting property taxes on property within the boundaries of the City that was on County tax rolls prior to incorporation.

- 3.36 Adoption of Resolution Adopting Local Goals and Policies Concerning the Use of the Mello-Roos Community Facilities Act of 1982

Explanation: The resolution will adopt goals and policies concerning the use of the Community Facilities Act of 1982. It is required before the City can initiate the proceedings to establish any Community Facilities District (CFD).

- 3.37 Adoption of Resolution Declaring the Intent of the City of Rancho Cordova to Establish the Rancho Cordova SunRidge Anatolia Community Facilities District No. 2003-1 and to Levy a Special Tax Therein to Finance the Acquisition and Construction of Certain Public Facilities and the Payment of Certain Fees in and for Such Community Facilities District

Explanation: This resolution will indicate the intent of the City to establish a Community Facilities District and will set a public hearing on August 4, 2003 for the formation of the District.

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- 3.38 Adoption of Resolution of the City Council Declaring its Intention to Incur a Bonded Indebtedness to Finance the Acquisition and Construction of Certain Public Facilities and the Payment of Certain Fees In and For the City of Rancho Cordova SunRidge Anatolia Community Facilities District No. 2003-1

Explanation: This resolution is required to be adopted before the City can incur bonded indebtedness for the Rancho Cordova SunRidge Anatolia Community Facilities District No. 2003-1.

- 3.39 Adoption of Resolution Creating the Rancho Cordova Police Tax Area and Indicating Council's Intent to Impose a Tax on New Development

Explanation: This resolution will establish the entire City as a special tax area. It approves the form of documents to impose a special police services tax within zones in newly-developing areas. No tax will be imposed unless it is approved by the voters within the zone.

- 3.40 Adoption of Resolution Establishing Rules for the Conduct of Meetings of the City Council of the City of Rancho Cordova

Explanation: This resolution will adopt procedures and other rules of order for the conduct of City Council meetings.

- 3.41 Adoption of Resolution Ratifying Previous Actions and Agreements Approved or Entered into by the Council-Elect and Interim City Manager Prior to Incorporation

Explanation: This resolution will ratify the actions taken by the Council-Elect and the Interim City Manager prior to incorporation to assure that any actions undertaken and any agreements, contracts and leases entered into have the full effect of legislative and contractual approval by the City.

- 4. Reports
- 5. Discussion/Action Items
- 6. Closing Comments
- 7. Adjourn