

CITY OF RANCHO CORDOVA



CITY COUNCIL MEETING

Monday, November 2, 2020

5:30 PM – Regular Meeting

David B. Roberts Council Chambers

In response to Governor’s Executive Order N-29-20 and the Resolution Declaring the Existence of a Local Emergency Relating to the COVID-19 Pandemic adopted by the City of Rancho Cordova, the City is following the state guidelines on social distancing including the requirement of wearing a face covering. This meeting will also be available to the public via video/teleconferencing.

City Hall

2729 Prospect Park Drive, Rancho Cordova

Join the Meeting Via Zoom Link:

<https://cityofranhocordova.zoom.us/j/93708403670?pwd=clJwdk1KNnBCYkhmM014QzVrSGorZz09>

Join the Meeting via the Zoom Phone Number

Zoom Phone Number: US: +1 669 900 6833, +1 253 215 8782, 888 475 4499 (Toll Free)

Webinar ID: 937 0840 3670

Password: 069290

Live video streams and indexed archives of meetings are also available via the Internet. Visit the City’s official website at: <https://ranhocordovaca.civicclerk.com/web/home.aspx>

Instructions to Make Public Comment

Members of the public who wish to provide public comment via email will need to submit comments to CityClerk@cityofranhocordova.org no later than 3:30 p.m. on Monday, November 2, 2020. All comments submitted later than 3:30 p.m. will be sent to the City Council for their review and may not be read during the meeting.

During the meeting, members of the public who wish to provide verbal comments during the

meeting, may do so in-person by attending the City Council Meeting at Rancho Cordova City Hall or by video/teleconference. If you wish to provide verbal comments via video/teleconference, follow these instructions:

Listening to a Zoom Meeting by Zoom Video Conference

To make a public comment using the Zoom platform, please use the “raise hand” feature at the bottom center of the screen. Please make sure to enable audio controls once access has been given by the City Clerk’s office to speak. Please wait to be called upon by the City Clerk.

Listening to a Zoom Meeting by Phone Only

You can join a Zoom meeting via teleconferencing/audio conferencing using a cell phone or traditional landline phone. To request to make a public comment by phone press *9 to raise your hand. Please wait to be called upon by the City Clerk.

All public comments will be limited to three-minutes.

If you have questions related to the City Council Meeting or the use of Zoom, please contact the City Clerk’s Office at (916) 851-8720 before 3:30 p.m.

AGENDA

1. REGULAR MEETING - CALL TO ORDER/ROLL CALL

Council Members Budge, Gatewood, McGarvey, Terry and Mayor Sander.

2. METRO CABLE TV TELEVISION ANNOUNCEMENT

The 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

Dan DeShong of River City Christian Church will give the invocation.

5. PRESENTATIONS

- 5.1. Presentation to Shauna Franklin in Recognition of Her Work to Bring the District Attorney's Youth Academy to Rancho Cordova

6. PUBLIC COMMENT

Citizens wishing to address the Council for any matter not on the agenda may do so at this time by completing and submitting a 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. Under the provisions of the California Government Code, the City Council is prohibited from discussing or taking immediate action on any item not on the agenda 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. CITY MANAGER'S REPORT

9. CONSENT CALENDAR ITEMS - ROLL CALL VOTE

- 9.1. **Subject:** Meeting Minutes from the Regular City Council Meeting of October 19, 2020.
Recommendation: Adopt the Minutes.
- 9.2. **Subject:** A Resolution Declaring Results of the Mail Ballot Election Relating to the Imposition of the Annual Stormwater Utility Fee on the White Rock Center Project in the City of Rancho Cordova.
Recommendation: Adopt the Resolution declaring the results of the mail ballot election relating to the imposition of the annual Stormwater Utility Fee on the White Rock Center project.
- 9.3. **Subject:** A Resolution Authorizing the City Manager to Execute Contract Amendment No. 180-2018-2 for Construction Management Services with Dewberry Drake Haglan to Increase the Contract Amount from \$1,030,434.66 to an Amount not to Exceed \$1,170,434.66 for the Zinfandel Complex Project.
Recommendation: Adopt the Resolution.
- 9.4. **Subject:** A Resolution Authorizing the City Manager to Execute Contract No. 2020-185 and Authorizing Execution of a Purchase and Sale of Easements, Licenses and Fee Interest, Certificate of Acceptance and Recordation of a Grant Deed Related to the White Rock Road Improvement Project.
Recommendation: Adopt a Resolution.
- 9.5. **Subject:** Approve the Final Map of Douglas 98 Phase 2b, Subdivision No. Fm-2018-004-04, and Execution of the Subdivision Improvement Agreement Contract No. 2020-187.
Recommendation: Adopt the Resolution.
- 9.6. **Subject:** A Resolution Authorizing the City Manager to Execute a Contract with Proud Audio Visual for Audio Visual System Upgrades to the City Council Chambers and City Conference Rooms for an Amount Not to Exceed \$156,866.
Recommendation: Adopt the Resolution.

10. CONSENT PUBLIC HEARING ITEMS - ROLL CALL VOTE

- 10.1. **Subject:** A Resolution Adopting the Community Development Block Grant 2021 Annual Action Plan.
Recommendation: Adopt the Resolution.
- 10.2. **Subject:** Resolution Declaring a Protest Hearing and Authorizing the Mailing of Property Owner Ballot Relating to the Imposition of the Annual Stormwater Utility Fee for the Rancho Cordova Retirement Residence Project.
Recommendation: Adopt the Resolution.
- 10.3. **Subject:** An Ordinance Repealing and Replacing Chapter 6.20 "Solid Waste Management" and Chapter 6.21 "Business and Multifamily Recycling and Organics Recycling" to Place Certain Requirements on Franchised Waste Hauling Companies to Ensure Compliance with State Law.

Recommendation: Introduce and waive the first reading of the Ordinance repealing and replacing Chapter 6.20 "Solid Waste Management" and Chapter 6.21 "Business and Multifamily Recycling and Organics Recycling", and schedule November 16, 2020 for the second reading of the Ordinance.

11. PUBLIC HEARING ITEMS

- 11.1. **Subject:** A Resolution to Approve the Woodside Homes Acacia at Cypress Special Development Permit and Major Design Review Project No. DD10010.

Recommendation: Find the project is exempt under CEQA Exemption 15182, Residential Projects Pursuant to a Specific Plan. The project was analyzed as part of the Sunridge Specific Plan Environmental Impact Report (EIR) and Mitigated Negative Declaration (MND) for Eastside Properties; and Adopt the Resolution for Woodside Homes Acacia at Cypress Special Development Permit and Major Design Review.

12. REGULAR CALENDAR ITEMS

- 12.1. **Subject:** Technology Initiatives Update.

Recommendation: Receive Technology Initiatives Update.

13. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

14. ADJOURNMENT

ADDITIONAL INFORMATION

SPECIAL MEETINGS LISTED BELOW ARE SUBJECT TO CHANGE/CANCELLATION WITHOUT FURTHER NOTICE.

UNLESS THE COUNCIL ADOPTS A MOTION TO EXTEND THE MEETING, ANY ITEM THAT IS NOT INITIATED BEFORE 11:00 PM WILL BE CONTINUED TO THE NEXT DAY AT 5:30 PM OR SCHEDULED ON THE NEXT REGULAR MEETING AGENDA OF THE COUNCIL.

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

The agenda items are accessible on the City's website at www.cityofranhocordova.org on Thursdays or Fridays prior to the Regular City Council Meeting.

UPCOMING MEETINGS

November 10, 2020	5:30 PM Special Meeting/Work Session
November 16, 2020	4:00 PM Special Meeting/Regular Meeting
December 7, 2020	4:00 PM Special Meeting/Regular Meeting
December 15, 2020	5:30 PM Special Meeting/Work Session
December 21, 2020	5:30 PM Regular Meeting

If you have any technical questions related to the agenda items, please contact City Hall at (916) 851-8700.

The Rancho Cordova City Council meeting will be videotaped in its entirety and will be cablecast without interruption on Metro Cable 14, the Government Affairs Channel on the Comcast, Consolidated Communications and AT&T U-Verse Systems. Closed Captioning will be available on the playback cablecast. A DVD copy is available from the City Clerk's Department and a webcast of this meeting will be available for viewing via video streaming from the City's website within 48 hours of adjournment of this meeting.

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, Stacy Leitner, City Clerk for the City of Rancho Cordova, declare that the foregoing agenda for the November 2, 2020 Regular Meeting of the Rancho Cordova City Council was posted and available for review on October 30, 2020 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 website at www.cityofranhocordova.org.

Signed October 30, 2020 at Rancho Cordova, California.



Stacy Leitner, CMC
City Clerk

ITEM 9.1.

CITY OF RANCHO CORDOVA



CITY COUNCIL MEETING

3:30 PM - Special Meeting/Closed Session

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

Monday, October 19, 2020

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

DRAFT MINUTES

1. SPECIAL MEETING - CALL TO ORDER/ROLL CALL

Mayor Sander called the Regular meeting to order in the David B. Roberts Council Chambers at 3:32 p.m.

Council Members Present: Linda Budge, Garrett Gatewood, Robert McGarvey, Donald Terry, and Mayor David Sander

Council Members Absent: None

Staff Members Present: Cyrus Abhar, Adam Lindgren, Stacy Leitner, Persephonie Riley, and Kelly Thompson

2. PUBLIC COMMENT

Mayor Sander opened the public comment period. Seeing no speakers. Mayor Sander closed the public comment period.

3. SPECIAL MEETING ITEMS

- 3.1. **Subject:** Appointment of Real Property Negotiators; Cyrus Abhar, City Manager, Micah Runner, Deputy City Manager, and Adam U. Lindgren, City Attorney; Property Address and Assessor's Parcel Number (APN): 10559 Folsom Boulevard; APN 057-0231-016-0000.

ITEM 9.1.

Rancho Cordova City Council - DRAFT MINUTES
Meeting of Monday, October 19, 2020

4. CLOSED SESSION

Council will meet in closed session to discuss the following items:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION: City Manager: Pursuant to Government Code Section 54957.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION: City Attorney: Pursuant to Government Code Section 54957.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS: Pursuant to Government Code Section 54956.8: Property: 10599 Folsom Boulevard, Assessor's Parcel Number 057-0231-016-0020. City Negotiators: Cyrus Abhar, City Manager, Micah Runner, Deputy City Manager, and Adam U. Lindgren, City Attorney Negotiating Parties: Property Owner Jeanette D Orsi. Under Negotiation: Price and Terms of Payment.

CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2) (One Case).

5. OPEN SESSION - REPORT FROM CLOSED SESSION

City Attorney Adam Lindgren that there was no reportable action taken in closed session

6. ADJOURNMENT OF SPECIAL MEETING

Mayor Sander adjourned the meeting at 5:40 PM.

7. REGULAR MEETING - CALL TO ORDER/ROLL CALL

Mayor McGarvey called the Regular meeting to order in the David B. Roberts Council Chambers at 6:02 PM

Council Members Present: Linda Budge, Garrett Gatewood, Robert McGarvey, Donald Terry, and Mayor David Sander

Council Members Absent: None

Staff Members Present: Cyrus Abhar, Adam Lindgren, Stacy Leitner and Persephonie Riley

8. METRO CABLE TV TELEVISION ANNOUNCEMENT

The City Clerk read the meetings recordings and playback schedule.

9. PLEDGE OF ALLEGIANCE

Albert Stricker led the pledge.

10. INVOCATION

Shadi Hay led the invocation.

11. PRESENTATIONS

11.1. Presentation of Proclamation Recognizing Marilyn Phelps on her Retirement.

11.2. Presentation of Proclamation recognizing National Audiology Awareness Month and the contributions CCHAT (Children's Choice for Hearing & Talking) Center makes in our City.

11.3. Vice Mayor Gatewood's Birthday on October 23, 2020.

12. PUBLIC COMMENT

ITEM 9.1.

Rancho Cordova City Council - DRAFT MINUTES
Meeting of Monday, October 19, 2020

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

1. Mark Berry
2. Helen Whelan-Bashaw
3. Alina Hang

Mayor Sander closed the public comment period.

13. COUNCIL REPORTS

Council reported on events since the last meeting.

14. CITY MANAGER'S REPORT

City Attorney Adam Lindgren Reported that the City Council Conducted the City Manager's Performance Evaluation and concluded that his overall performance in 2019-20 was exceptional.

City Manager Cyrus Abhar reported that the City conducted the City Attorney's performance evaluation and concluded that his performance in 2019-20 has been exemplary.

City Manager Cyrus Abhar gave his report.

15. CONSENT CALENDAR ITEMS - ROLL CALL VOTE

ACTION: Motion to approve item 15.1 through 15.4 and 15.6 through 15.8 by Budge second by Terry;

Motion passed with a 5:0 vote.

ACTION: Motion to continue item 15.5 to November 2, 2020 by Budge second by McGarvey;

Motion passed with a 5:0 vote.

- 15.1. **Subject:** Meeting Minutes from the Regular City Council Meeting of October 5, 2020 and the Special Meeting of October 13, 2020.

Recommendation: Adopt the Minutes.

- 15.2. **Subject:** Second Reading of an Ordinance Establishing a Special Tax Area No. 26 for Transit-Related Services for White Rock Center Project.

Recommendation: Waive second reading and adopt the Ordinance.

- 15.3. **Subject:** Approval of the Annexation Boundary Map for the Rancho Cordova Retirement Residence project and Annexation to the City of Rancho Cordova Community Facilities District No. 2008-1 (Street Lighting and Road Maintenance).

Recommendation: Adopt the Resolution.

- 15.4. **Subject:** A Resolution Declaring City's Intention to Impose an Annual Stormwater Utility Fee for the Maintenance of Storm Drainage and Flood Protection Systems for the Rancho Cordova Retirement Residence Project.

Recommendation: Adopt the Resolution.

- 15.5. **Subject:** A Resolution Authorizing the City Manager to Execute a Contract with Proud Audio Visual for Audio Visual System Upgrades to the City Council Chambers and City Conference Rooms

Recommendation: Adopt Resolution Authorizing the City Manager to Execute a Contract with Proud Audio Visual for Audio Visual system Upgrades to the City Council

ITEM 9.1.

Rancho Cordova City Council - DRAFT MINUTES
Meeting of Monday, October 19, 2020

Chambers and City Conference Rooms.

- 15.6. **Subject:** A Resolution Authorizing the City Manager to Execute a Memorandum of Understanding with the County of Sacramento for the Award of California Wildlife Conservation Board Funding for the American River Ranch Parking Lot and Road Projects in an Amount not to Exceed \$866,231.

Recommendation: Adopt the Resolution.

- 15.7. **Subject:** A Resolution Authorizing the City Manger to Execute a Contract with Mark Thomas & Company, Inc. for the Soil Born Farms Parking Lot and Driveway Improvements at the American River Ranch for an Amount not to Exceed \$206,800.

Recommendation: Adopt the Resolution.

- 15.8. **Subject:** A Resolution Authorizing the City Council of the City of Rancho Cordova to Modify the Number of Oversight Board Members to be Appointed to Serve on the Measure H/Community Enhancement Fund Citizen Oversight Board and to Stagger the Terms.

Recommendation: Adopt the Resolution.

16. CONSENT PUBLIC HEARING ITEMS - ROLL CALL VOTE

ACTION: Motion to approve item 16.1 and 16.2 by Budge second by McGarvey;
Motion passed with a 5:0 vote.

- 16.1. **Subject:** A Resolution Declaring a Protest Hearing and Authorizing the Mailing of Property Owner Ballot Relating to the Imposition of the Annual Stormwater Utility Fee for the Anatolia Retail Center Project

Recommendation: Adopt the Resolution.

- 16.2. **Subject:** A Resolution to Approve the Abandonment of Light and Air Easement Located at 2320 Pecan Grove Way Pursuant to the Provisions of Chapter 3, Part 3 of Public Streets, Highways, and Service Easements Vacate Law Commencing at Section 8320 of the California Streets and Highways Code

Recommendation: Adopt the Resolution.

17. PUBLIC HEARING ITEMS

- 17.1. **Subject:** A Minor Design Review and Referral to Council for a Outdoor Storage Facility Located at 3836 Security Park Drive within the Security Park DD9970.

Recommendation: Adopt the Resolution to Approve the Minor Design Review.

ACTION: Motion to approve item 17.1. by Budge second by McGarvey;
Motion passed with a 5:0 vote.

18. REGULAR CALENDAR ITEMS

- 18.1. **Subject:** Youth Center Update.

Recommendation: Receive update on the Youth Center Project and provide direction to staff on the proposed design concepts.

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

1. Helen Whelan-Bashaw
2. Sgt. Rich Meridith

Mayor Sander closed the public comment period.

ITEM 9.1.

Rancho Cordova City Council - DRAFT MINUTES
Meeting of Monday, October 19, 2020

ACTION: Input was received regarding the Youth Center Update.

19. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

1. Laws and Regulations of Mobile Home Park

20. ADJOURN TO CLOSED SESSION

Mayor Sander adjourned to closed session at 8:23 p.m.

21. CLOSED SESSION - CALL TO ORDER/ROLL CALL

Mayor Sander called the closed session to order at 8:25 p.m.

Council Members Present: Linda Budge, Garrett Gatewood, Robert McGarvey, Donald Terry, and Mayor David Sander

Council Members Absent: None

Staff Members Present: Cyrus Abhar, Adam Lindgren, and Micah Runner

22. CLOSED SESSION

Council met in closed session to discuss the following items:

PUBLIC EMPLOYEE PERFORMANCE EVALUATION: City Manager: Pursuant to Government Code Section 54957.

CONFERENCE WITH LABOR NEGOTIATORS: Pursuant to Government Code Section 54957.6. Agency Designated Representatives: Mayor David M. Sander and City Attorney Adam U. Lindgren. Unrepresented Employees: City Manager.

PUBLIC EMPLOYEE PERFORMANCE EVALUATION: City Attorney: Pursuant to Government Code Section 54957.

CONFERENCE WITH LABOR NEGOTIATORS: Pursuant to Government Code Section 54957.6. Agency Designated Representatives: Mayor David M. Sander and City Manager Cyrus Abhar. Unrepresented Employees: City Attorney.

23. OPEN SESSION - REPORT FROM CLOSED SESSION

City Attorney Adam Lindgren reported that Council received information and provided direction regarding performance evaluations and labor negotiations.

24. ADJOURNMENT

Mayor Sander adjourned the meeting at 9:27 p.m.

Stacy Leitner, CMC
City Clerk

MEMORANDUM



ITEM 9.2.

DATE: November 2, 2020

TO: Honorable Mayor and Council Members

FROM: Elizabeth Sparkman, Community Development Director
Jeanette Cervantes, Management Technician

SUBJECT: **A RESOLUTION DECLARING RESULTS OF THE MAIL BALLOT ELECTION RELATING TO THE IMPOSITION OF THE ANNUAL STORMWATER UTILITY FEE ON THE WHITE ROCK CENTER PROJECT IN THE CITY OF RANCHO CORDOVA**

RECOMMENDATION

Adopt the Resolution declaring the results of the mail ballot election relating to the imposition of the annual Stormwater Utility Fee on the White Rock Center project.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution will declare the results of the ballot tabulation for the proposed imposition of the annual Stormwater Utility Fee on the White Rock Center project. If majority approval exists, the City Council may impose the annual Stormwater Utility Fee on the White Rock Center project pursuant to the Fee Ordinance.

BACKGROUND

The City Council previously adopted a Resolution on September 21, 2020 declaring its intention to impose the annual Stormwater Utility Fee ("Fee") pursuant to Ordinance No. 7-2014 on the White Rock Center project. A protest hearing was conducted on October 5, 2020 at which time no written protest was received from the property owner representing a majority of the parcel subject to the Fee. Council then adopted a Resolution authorizing the mailing of a property owner ballot for the purpose of submitting the Fee to a vote of the owner, subject to the Fee. Only one parcel is subject to the fee.

The Clerk has tabulated the ballot returned by the property owner for the White Rock Center project. The majority vote of the owner of the parcel approved to impose the annual Fee on the White Rock Center project pursuant to the Ordinance. The Council action tonight is to adopt the Resolution declaring the results of the mail ballot election.

FISCAL IMPACT AND FUNDING SOURCE

There is no impact to the City's General Fund.

ATTACHMENT(S)

1. Resolution
2. Exhibit A to the Resolution - Ballot
3. Exhibit B to the Resolution - Certification

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2020

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, DECLARING THE RESULTS OF A MAIL BALLOT ELECTION
RELATING TO THE IMPOSITION OF THE ANNUAL STORMWATER UTILITY FEE ON THE
WHITE ROCK CENTER PROJECT IN THE CITY OF RANCHO CORDOVA**

WHEREAS, on September 21, 2020, the City Council adopted a Resolution declaring its intention to impose the Annual Stormwater Utility Fee ("Fee") for the White Rock Center project; and

WHEREAS, Article XIII D of the California Constitution (Proposition 218) requires the City to follow certain procedural and substantive requirements relating to the imposition of property-related fees and charges (as defined in Proposition 218); and

WHEREAS, the City has determined that the Fee is a property related fee, subject to the provisions of Proposition 218; and

WHEREAS, before imposing the Fee, the City Council is required to hold a noticed public hearing on a written report (the "Written Report") containing a description of each parcel of real property within the City to which the Fee is applicable and the amount of the Fee for each such parcel for Fiscal Year 2021-2022 and to consider protests to the Fee and, if a majority protest is not received at the public hearing, the Council must submit the question of the imposition of the Fee to a vote of the owners of the property subject to the proposed Fee for approval before the proposed Fee may be levied; and

WHEREAS, in accordance with Proposition 218 the City Council held a duly noticed public hearing on the matter of the Written Report and the proposed Fee on October 5, 2020 and took testimony, both written and oral; and

WHEREAS, having determined a written protest was not received from property owner representing a majority of the parcels subject to the Fee, the City Council adopted a Resolution authorizing the mailing of a property owner ballot (the "Ballot Measure") for the purpose of submitting the Fee to a vote of the owner of parcel subject to the Fee, and subject to approval by a majority vote of the owner of parcel subject to the Fee; and

WHEREAS, pursuant to the terms of Ordinance No. 7-2014 and the unanimous consent of the property owner, the Property Owner Balloting was conducted and completed and the City Clerk has on file a Certificate of the City Clerk as to the Results of the Canvass of the Ballot Return in Connection with the Proposed Stormwater Utility Fee (the "Certificate"), a copy of which is attached hereto as Exhibit B and by this reference incorporated herein.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY

ITEM 9.2.

ATTACHMENT 1

OF RANCHO CORDOVA that:

1. The above recitals are true and correct.
2. The Certificate is hereby accepted into the records of the City.
3. The Ballot Measure is authorized as set forth in Exhibit A attached hereto and by this reference incorporated herein.
4. The results of the Ballot Measure are as set forth in the Certificate on file with the City Clerk and attached to this Resolution as Exhibit B ("Certificate").
5. The City Clerk is authorized to declare the results of the mail ballot election relating to the imposition of the Stormwater Utility fee on the White Rock Center project.
6. Pursuant to said Certificate, the Ballot Measure submitted was approved by a majority vote of the owner of the parcel subject to the Fee, and the Fee is hereby imposed pursuant to Ordinance No. 7-2014 on the White Rock Center project.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 2nd day of November 2020 by following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

David M. Sander, Mayor

Stacy Leitner, CMC
City Clerk

Rancho Cordova Stormwater Utility Fee – Official Property Owner Ballot

The person completing and submitting this Property Owner Ballot must be the owner of the property identified above or the representative of the owner of such property who is legally authorized to complete and submit this ballot for and on behalf of the owner. The enclosed "Summary of Property Owner Ballot Procedures" has been provided to assist you in filling out the ballot. If there are two or more property owners, only one needs to sign and return the ballot. One ballot will be counted per property.

Assessor's Parcel Numbers: 072-0450-095

Property Address: SW corner of White Rock Road and Luyung Drive

Designation: Vacant Land

Total Parcel(s) Area (acres): .86

DMUs: 0

Assessor's Parcel Numbers: 072-0450-095

Owner Name: SFC Leasing, L.P.

Proposed Maximum FY 2020-2021 Annual Fee Amount: \$134.93 per DMU

In order to provide the City of Rancho Cordova with a dedicated funding source to repair, reconstruct and maintain the storm drain system and to protect water quality, shall the City impose an annual Stormwater Utility Fee as shown in the Rate Analysis Report, dated 8/7/2014?

☒ **YES** I support the proposed annual Stormwater Utility Fee

☐ **NO** I oppose the proposed annual Stormwater Utility Fee

I hereby declare, under penalty of perjury under the laws of the State of California, that I am the owner, or the authorized representative of the owner, of the parcel identified above. Your ballot will not be counted if you do not sign below.

10/15/20 X Kelly Urata
Date Printed Name

X 
Signature

Vote Here

If approved by a majority of the returned ballots, the proposed maximum annual Storm Drain User Fee rate for FY 2020-2021 will be \$134.93 per Drainage Measurement Unit (DMU). The maximum rate per DMU will increase annually by the amount of the increase of the CPI. However, each year the City Council will hold a public hearing and determine the actual rate per DMU that will be charged. At the annual public hearing, the City Council will set the actual rate for the next year, which would be equal to or less than the annual maximum rate. The Council may decide to reduce the rate or set the rate to \$0 per DMU in any fiscal year.

Please mark your ballot in ink and return the entire page.

Upon completion, fold the ballot, place it in the addressed, return envelope and seal the envelope. Pursuant to the enclosed instructions, mail the ballot to the address shown on the return envelope, or deliver to the City Clerk at City Hall located at 1:30 Wednesday, October 21, 2020.

return to:

City of Rancho Cordova
Attn: City Clerk
2729 Prospect Park Drive
Rancho Cordova, CA 95670

Exhibit B

**CERTIFICATE OF THE CITY CLERK AS TO
THE RESULTS OF THE CANVASS OF THE ELECTION RETURNS
IN CONNECTION WITH THE PROPOSED STORMWATER UTILITY FEE
IN THE CITY OF RANCHO CORDOVA**

I, Stacy Leitner, City Clerk of the City of Rancho Cordova, hereby certify that I canvassed the returns of the election in connection with the imposition of an annual stormwater utility fee that the day for the return of mailed ballot, October 21, 2020. The election was concluded on that date and that the total number of ballots cast in said election and the total number of votes cast for and against the ballot measure, as specified below, are full, true and correct.

Total of Ballots Received: 1

Total "Yes" Ballots: 1

Total "No" Ballots: 0



Stacy Leitner, CMO
City Clerk

MEMORANDUM



ITEM 9.3.

DATE: November 2, 2020

TO: Honorable Mayor and Council Members

FROM: Albert Stricker, Public Works Director
Edgar Medina, Senior Civil Engineer

SUBJECT: **A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT AMENDMENT NO. 180-2018-2 FOR CONSTRUCTION MANAGEMENT SERVICES WITH DEWBERRY DRAKE HAGLAN TO INCREASE THE CONTRACT AMOUNT FROM \$1,030,434.66 TO AN AMOUNT NOT TO EXCEED \$1,170,434.66 FOR THE ZINFANDEL COMPLEX PROJECT**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution will authorize the City Manager to execute Contract No. 180-2018-02 with Dewberry Drake Haglan increasing the contract amount from \$1,030,434.66 to an amount not to exceed \$1,170,434.66 for construction management and inspection services for the Zinfandel Complex Project.

BACKGROUND

Zinfandel Drive from White Rock Road and Olson Drive (referred to as the Zinfandel Complex) is a highly congested roadway with several closely spaced signalized intersections including the Highway 50 interchange. Once completed the project will improve the operations of the existing Zinfandel Drive/Route 50 interchange, alleviate congestion on the surrounding roadway network, and provide a safer route for vehicles, bicycles and pedestrians.

In December 2019, Council approved a contract with Dewberry Drake Haglan for construction management services for this project. In March 2020, Council approved a contract amendment to cover the additional level of effort associated with an increase in night time work by the contractor.

During the construction phase, Dewberry Drake Haglan was required to provide additional

services to cover prolonged construction activities (both day and night) resulting from coordination the various Caltrans' Divisions and securing California Highway Patrol support. Moving forward, this Contract Amendment will address the additional effort during construction, managing the punchlist items, final cost negotiations with the contractor, grant documentation and administrative closeout items.

FISCAL IMPACT AND FUNDING SOURCE

This contract amendment for construction management and inspection services will be funded through Traffic Mitigation Impact Fees. This project is included in the City's approved Capital Improvement Plan and in the 2020/2021 Budget. There is no impact to the City's general fund.

ATTACHMENT(S)

1. Resolution
2. DDH - Contract Amendment

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2020

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT
NO. 180-2018-02 WITH DEWBERRY DRAKE HAGLAN INCREASING THE CONTRACT
AMOUNT FROM \$1,030,434.66 TO AN AMOUNT NOT TO EXCEED \$170,434.66 FOR
CONSTRUCTION MANAGEMENT AND INSPECTION SERVICES FOR THE ZINFANDEL
COMPLEX PROJECT**

WHEREAS, on December 3, 2018, the City of Rancho Cordova entered into contract no. 180-2018 with Drake Haglan & Associates, Inc. in an amount not to exceed \$830,434.66 for construction management and inspection services for the Zinfandel Complex Project; and

WHEREAS, on March 16, 2020, Council approved contract amendment no. 180-2018-01 with Dewberry Drake Haglan increasing the contract amount of \$830,434.66 to an amount not to exceed \$1,030,434.66 for construction management and inspection services for the Zinfandel Complex Project; and

WHEREAS, the City of Rancho Cordova desires to approve contract amendment no. 180-2018-02 with Dewberry Drake Haglan increasing the contract amount of \$1,030,434.66 to an amount not to exceed \$1,170,434.66 for construction management and inspection services to close out the Zinfandel Complex Project; and

WHEREAS, the services of a construction management firm are required to represent the City to provide contract administration, inspection, and material testing during construction of the Zinfandel Complex Project; and

WHEREAS, this contract will be paid through federal grant and local traffic mitigation funding sources earmarked for the project; and

WHEREAS, the contract does not impact the general fund; and

WHEREAS, Caltrans issued a Categorical Exclusion NEPA Determination based on Title 23, United States Code, Section 327 on December 29, 2017 and therefore no additional environmental analysis is necessary.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA does authorize the City Manager to execute Contract No. 180-2018-2 with Dewberry Drake Haglan to increase the contract amount to an amount not to exceed \$1,170,434.66 and in a form approved by the City Attorney for construction management and inspection services for the Zinfandel Complex Project.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 2nd day of November 2020 by following vote:

ITEM 9.3.

ATTACHMENT 1

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Stacy Leitner, CMC
City Clerk

David M. Sander, Mayor

SECOND AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF RANCHO CORDOVA AND DEWBERRY DRAKE HAGLAN
FOR THE ZINFANDEL COMPLEX PROJECT

This Second Amendment to the Agreement for Professional Services ("Amendment") is made by and between the City of Rancho Cordova ("City") and Dewberry Drake Haglan ("Professional") as of March 16, 2020. City and Professional are hereinafter collectively referred to as the "Parties."

RECITALS

WHEREAS, the Parties entered into a Professional Services Agreement ("PSA") dated December 03, 2018 for the purpose of providing construction management and inspection services for the Zinfandel Complex Project; and

WHEREAS, Council approved Contract Amendment 180-2018-01 on March 16, 2020 for the increased level of effort of construction management and inspection services for the Zinfandel Complex Project; and

WHEREAS, this Amendment will reimburse the Professional for additional construction management and inspection services required to close out the construction phase of the project; and

WHEREAS, the Parties agree that changes to the term and services provided for in the PSA are necessary in order for the City to continue receiving services by Professional; and

NOW, THEREFORE, the Parties hereto agree as follows:

AGREEMENT

1. The Parties agree to modify the end date of the PSA from December 31, 2020 to June 30, 2021. The second sentence of Section 1.1.1 of the PSA, "Performance Period" is amended to read as follows:

"The contract shall on June 30, 2021, unless extended by contract amendment."

2. As approved per contract amendment 180-2018-01, Section 2 of the PSA, "Compensation," provides for the City to pay Professional a sum not to exceed \$1,030,434.66. The Parties agree to amend Section 2 of the PSA in order to increase the compensation amount to pay Professional for additional services. The first sentence of Section 2 of the PSA is amended to read as follows:

"City hereby agrees to pay Professional a sum not to exceed One Million One Hundred Seventy Thousand Four Hundred Thirty Four Dollars, Sixty Six Cents (\$1,170,434.66), notwithstanding any contrary indication that may be contained in Professional's proposal, for services to be performed and reimbursable costs incurred under this Agreement."

3. The document entitled "Compensation Schedule," attached hereto as Exhibit A, shall replace and supersede the PSA's Exhibit A.
4. All other terms and conditions in the PSA shall remain in full force and effect to the extent they are not in conflict with this Amendment.

ITEM 9.3.**ATTACHMENT 2**

CONTRACT NO. 180-2018-2

5. The signatures of the Parties to this Amendment may be executed and acknowledged on separate pages or in counterparts which, when attached to this Amendment, shall constitute one complete Amendment.
6. Contract Administration. This Agreement shall be administered by Mr. Edgar Medina ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.

Notices. Any written notice to Professional shall be sent to:

Howard Zabell, P.E., Principal Engineer

Dewberry Drake Haglan

11060 White Rock Road, Suite 200

Rancho Cordova, Ca. 95670

Email Address (for Insurance update Requests): hzabell@drakehaglan.com

Any written notice to City shall be sent to:

Edgar Medina, P.E. Contract Administrator

City of Rancho Cordova

Department of Public Works

2729 Prospect Park Drive

Rancho Cordova, Ca. 95670

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

CITY OF RANCHO CORDOVA

PROFESSIONAL

Cyrus Abhar, City Manager

Howard Zabell, Principal Engineer

Date: _____

Date: _____

Attest:

Stacy Leitner, CMC, City Clerk

Date: _____

Approved as to Form:

Adam U. Lindgren, City Attorney

Date: _____

ITEM 9.3.



ATTACHMENT 2

Dewberry Engineers Inc.
11060 White Rock Road, Suite 200
Rancho Cordova, CA 95670-6061

916.363.4210
www.dewberry.com

October 9, 2020

Edgar Medina, P.E.
Public Works Department
City of Rancho Cordova
2729 Prospect Park Drive
Rancho Cordova, CA 95670

JOB STAMP:
City of Rancho Cordova
Zinfandel Complex Project
Contract No. CP14-2132
EA-03-4F5104
Federal Aid Project No.: STPL-5482 (032)

Subject: Request for Contract Amendment No. 2- City Project CP14-2132

Dear Mr. Medina:

We are requesting a contract amendment in the amount of \$140,000 and task budget adjustments per the attached summary sheet for construction management services for the Zinfandel Complex Project. This amendment is necessary for out of scope services due to unforeseen changes in the construction contract, and the ongoing additional effort that was necessary due to the contractor's actual schedule and methods of operation. The scope of our work and length of our services has increased beyond that which was contemplated and included in our original cost proposal. We believe the additional work and extension of our services are attributed to the following issues:

- Continued night work shifts (12.5% hourly premium for special shift) for work operations not contemplated in our cost proposal
- Additional coordination and field efforts associated with the addition and repair of irrigation systems not identified in the contract plans, which had to be restored to Caltrans' satisfaction
- Coordination, inspection and source inspection efforts for modifications to relocated sign standard AS-338
- Ongoing Caltrans coordination with intermittent contractor prosecution of punch list work items

We respectfully request a revised budget amendment in the amount of \$140,000 for this additional work.

Sincerely,

Dewberry Engineers Inc. dba Dewberry | Drake Haglan

A handwritten signature in blue ink, appearing to read "H. Zabell", is written over a horizontal line.

Howard Zabell, PE

Project Manager

City of Rancho Cordova
 Zinfandel Complex Project
 Contract No. CP14-2132
 Federal Aid Project No.: STPL-5482(032)



Request for Contract Amendment and Budget Adjustment No. 2

Billed as of 10/06/2020

WIP as of 10/06/2020

Task	Description	Current Budget	Billed	WIP	Remaining	Proposed Budget Adjustment	New Current Budget	New Remaining Budget
1.1	Constructability Review	\$ 3,904.18	\$ 3,904.18	\$ -	\$ -	\$ -	\$ 3,904.18	\$ -
1.2	Pre-Construction Activities	\$ 45,114.62	\$ 45,114.62	\$ -	\$ -	\$ -	\$ 45,114.62	\$ -
1.3	Project Document Management	\$ 55,614.50	\$ 73,263.02	\$ 7,978.14	\$ (25,626.66)	\$ 25,626.66	\$ 81,241.16	\$ -
1.4	Meetings	\$ 36,739.39	\$ 70,148.88	\$ 3,959.24	\$ (37,368.73)	\$ 37,368.73	\$ 74,108.12	\$ -
1.5	Submittals and Clarifications	\$ 108,473.82	\$ 114,505.60	\$ -	\$ (6,031.78)	\$ 6,031.78	\$ 114,505.60	\$ -
1.6	Field Inspection and Quality Assurance	\$ 319,024.09	\$ 310,875.93	\$ 392.06	\$ 7,756.10	\$ (7,756.10)	\$ 311,267.99	\$ 0.00
1.7	Materials Testing	\$ 0.01	\$ 3,206.80	\$ -	\$ (3,206.79)	\$ 3,206.79	\$ 3,206.80	\$ -
1.8	Project Closeout	\$ 42,644.54	\$ 718.80	\$ 8,146.40	\$ 33,779.34	\$ (12,891.02)	\$ 29,753.52	\$ 20,888.32
2.1	Public Outreach Assistance	\$ 0.01	\$ -	\$ -	\$ 0.01	\$ (0.01)	\$ -	\$ -
	R.E.Y.	\$ 146,930.71	\$ 139,354.83	\$ -	\$ 7,575.88	\$ 48,886.32	\$ 195,817.03	\$ 56,462.20
	Unico	\$ 135,086.34	\$ 148,526.58	\$ -	\$ (13,440.24)	\$ 13,440.24	\$ 148,526.58	\$ -
	Geocon	\$ 93,799.00	\$ 77,609.57	\$ 45,137.90	\$ (28,948.47)	\$ 28,948.47	\$ 122,747.47	\$ -
	Advanced Mobility Group	\$ 19,533.47	\$ 14,848.61	\$ -	\$ 4,684.86	\$ (4,684.86)	\$ 14,848.61	\$ -
	Subtotals	\$ 1,006,874.66	\$ 1,002,077.42	\$ 65,613.74	\$ (60,826.48)	\$ 138,177.00	\$ 1,145,051.66	\$ 77,350.52
	ODCs							
	QTI, LLC	\$ 600.00	\$ 450.00	\$ 150.00	\$ -	\$ -	\$ 600.00	\$ -
	CSIS	\$ 4,000.00	\$ -	\$ -	\$ 4,000.00	\$ (4,000.00)	\$ -	\$ -
	ABE Construction Services	\$ 13,160.00	\$ 13,160.00	\$ -	\$ -	\$ -	\$ 13,160.00	\$ -
	Kleinfelder	\$ 1,000.00	\$ 1,000.00	\$ -	\$ -	\$ -	\$ 1,000.00	\$ -
	K-Light	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
	ODCs	\$ 4,800.00	\$ 10,623.00	\$ -	\$ (5,823.00)	\$ 5,823.00	\$ 10,623.00	\$ -
	ODC Subtotal	\$ 23,560.00	\$ 25,233.00	\$ 150.00	\$ (1,823.00)	\$ 1,823.00	\$ 25,383.00	\$ -
Totals		\$ 1,030,434.66	\$ 1,027,310.42	\$ 65,763.74	\$ (62,649.48)	\$ 140,000.00	\$ 1,170,434.66	\$ 77,350.52

MEMORANDUM



ITEM 9.4.

DATE: November 2, 2020

TO: Honorable Mayor and Council Members

FROM: Albert Stricker, Public Works Director
Edgar Medina, Senior Civil Engineer

SUBJECT: **A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT NO. 2020-185 AND AUTHORIZING EXECUTION OF A PURCHASE AND SALE OF EASEMENTS, LICENSES AND FEE INTEREST, CERTIFICATE OF ACCEPTANCE AND RECORDATION OF A GRANT DEED RELATED TO THE WHITE ROCK ROAD IMPROVEMENT PROJECT**

RECOMMENDATION

Adopt a Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution will authorize the City Manager to execute Contract No. 2020-185 with Aerojet Rocketdyne, Inc. in an amount \$224,908 for the acquisition of Easements, Licenses and Fee Interest, required for the White Rock Road Improvement Project.

BACKGROUND

White Rock Road from Fitzgerald Road to the City Limits is currently an undivided two lane road with narrow shoulders, no bicycle facilities, and poor pavement condition with vertical & horizontal alignment challenges (See Project Site Map). At full build-out, the White Rock Road Improvement Project will include six lanes with class II bicycle lanes, sidewalks, and landscaped median and frontage. This phase of White Rock Road improvements, which begins at Fitzgerald Road and ends 0.5 mile east of Rancho Cordova Parkway, will build four lanes, increase safety and beauty of the corridor, promote economic development by improving access between 75,000 jobs in Rancho Cordova and surrounding regions, and provide an alternate route to US 50 that relieves regional congestion.

The proposed purchase and sale agreement allows the City to acquire the appropriate property interests required to construct the proposed project. To date, the City has received environmental approvals, successfully secured \$8.5 million in state and federal grants for this

phase of improvements and is aggressively pursuing additional funding.

The preliminary schedule includes finalizing the design and beginning first phase construction in Spring 2021.

FISCAL IMPACT AND FUNDING SOURCE

This contract for the purchase of real property will be funded through Traffic Mitigation Impact Fees. This project is included in the City's approved Capital Improvement Plan and in the 2020/2021 Budget. There is no impact to the City's general fund.

ATTACHMENT(S)

1. Resolution

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2020

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, AUTHORIZING THE ACQUISITION OF PROPERTY AND
AUTHORIZING EXECUTION OF AN AGREEMENT FOR PURCHASE AND SALE OF
EASEMENTS, LICENSES AND FEE INTEREST IN CERTAIN PROPERTY RELATED TO THE
WHITE ROCK ROAD IMPROVEMENT PROJECT**

WHEREAS, the City of Rancho Cordova desires to enter into a purchase and sale agreement for the acquisition of Easements, Licenses and Fee Interest required for the White Rock Road Improvement Project; and

WHEREAS, the City of Rancho Cordova requires the acquisition to support the White Rock Road Improvement Project from Fitzgerald Road to 0.5 Mile east of Rancho Cordova Parkway; and

WHEREAS, pursuant to the California Code Section 27281, a resolution or Certificate of Acceptance must be attached to any grant deed conveying interest in real property to a government agency; and

WHEREAS, the project was reviewed under the requirements of the California Environmental Quality Act and a Findings of No Significant Impact was filed with the County of Sacramento, on January 20, 2016; and

WHEREAS, the project was reviewed under the requirements of the National Environmental Policy Act and a Findings of No Significant Impact was approved on January 26, 2016 and re-validated on September 30, 2020; and

WHEREAS, the purchase of real property will be funded through Traffic Mitigation Impact Fees and the project is included in the City's approved Capital Improvement Plan and in the 2020/2021 Budget, with no impact to the City's general fund.

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

1. Authorizes the City Manager and/or his designees to execute a Purchase and Sale Agreement for the acquisition of Property at a purchase price not to exceed \$224,908.00, which Agreement shall be in a form approved by the City Attorney, and to execute such other documents and to take such other actions as necessary to consummate the transaction contemplated by this resolution, including without limitation, the payment of deposits as required pursuant to the Purchase and Sale Agreement and the execution of contracts required in accordance in connection with any environmental evaluation and/or physical inspection of the property.

ITEM 9.4.

ATTACHMENT 1

2. Consents to the execution of a Certificate of Acceptance and the recordation of a grant deed conveying the Property to the City upon close of escrow for the purchase of property.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 2nd day of November, 2020 by following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

David M. Sander, Mayor

Stacy Leitner, CMC
City Clerk

MEMORANDUM



ITEM 9.5.

DATE: November 2, 2020

TO: Honorable Mayor and Council Members

FROM: Albert Stricker, Public Works Director
Quoc Nham, Associate Civil Engineer

SUBJECT: **APPROVE THE FINAL MAP OF DOUGLAS 98 PHASE 2B,
SUBDIVISION NO. FM-2018-004-04, AND EXECUTION OF THE
SUBDIVISION IMPROVEMENT AGREEMENT CONTRACT NO. 2020-
187**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Approval of this recommended action will result in the City entering into Subdivision Improvement Agreement Contract No. 2020-187 ([Attachment 2](#)) guaranteeing the construction of public roads and utilities with Woodside 05N, LP and the recording of the final subdivision map creating 81 residentially zoned lots and 1 neighborhood park located immediately south of Douglas Road and west of Grantline Road.

BACKGROUND

The map has been examined and checked for compliance with Title 22 of the City of Rancho Cordova Municipal Code and the California Subdivision Map Act. The City Council approved the Tentative Map on August 19, 2013. A Development Agreement was entered on September 3, 2013. A copy of the final map ([Attachment 3](#)) and copy of the vicinity map ([Attachment 4](#)) are included with this letter.

Roads are offered for dedication with this subdivision. Woodside 05N LP has provided a performance and labor and material bond guaranteeing the construction of the public improvements. TSD Engineering, Inc. has waived the requirement for a bond to guarantee payment for setting the survey monuments with the subdivision. The soil report requirement has been satisfied by Youngdahl Consulting Group, Inc. dated March 2018.

There are no delinquent taxes against the property and the Tax Collector has so certified. The

2020/2021 estimated taxes have been secured with the Sacramento County Tax Collector.

FISCAL IMPACT AND FUNDING SOURCE

There is no fiscal impact to the City.

ATTACHMENT(S)

1. Resolution
2. Subdivision Improvement Agreement
3. Final Map Douglas 98 Phase 2B FM
4. Vicinity Map

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2020

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, TO APPROVE THE FINAL MAP OF DOUGLAS 98 PHASE 2B,
SUBDIVISION NO. FM-2018-004-04, AND EXECUTION OF THE SUBDIVISION
IMPROVEMENT AGREEMENT CONTRACT NO. 2020-187**

WHEREAS, the City Council approved the Tentative Map on August 19, 2013 per Resolution No. 103-2013; and

WHEREAS, the map is in substantial compliance with the approved tentative map; and

WHEREAS, the conditions of approval have been complied with; and

WHEREAS, the map complies with Title 22 of the City of Rancho Cordova Municipal Code and the California Subdivision Map Act; and

WHEREAS, the approval of final maps is exempt from review under the California Environmental Quality Act (CEQA) pursuant to CEQA Regulation Section 15268(b)(3) as a ministerial approval.

WHEREAS, the City desires to enter into a subdivision improvement agreement with the developer to ensure necessary public improvements are completed and secured with a bond

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA that the City Council approves the Final Map of Douglas 98 Phase 2B, Subdivision No. FM-2018-004-04 and authorizes the City Manager to execute a Subdivision Improvement Agreement on behalf of the City in connection with Woodside 05N LP in the form attached hereto, and for all matters incidental thereto, and to do and perform everything necessary to carry out the purpose of this Resolution.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 2nd day of November 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

ITEM 9.5.

ATTACHMENT 1

David M. Sander, Mayor

Stacy Leitner, CMC
City Clerk

SUBDIVISION IMPROVEMENT AGREEMENT

THIS SUBDIVISION IMPROVEMENT AGREEMENT (hereinafter, "Agreement") entered into this _____ day of _____, 20__, by and between the City of Rancho Cordova, (hereinafter "City"), a California municipal corporation, and **Woodside 05N, LP, A California Limited Partnership** (hereinafter "Principal").

RECITALS

WHEREAS, Section 66462 of the Government Code provides that if the work of improvement required therein is not completed prior to the acceptance of a final subdivision map, the owner of the subdivision may enter into an agreement with the City to perform the work of improvement as required by said sections in consideration of the acceptance of said final subdivision map by the City; and

WHEREAS, Section 66499 of the Government Code requires that said agreement be secured by a surety bond or by an instrument of credit issued by a financial institution subject to regulation by the State or federal governments or by a cash deposit; and

WHEREAS, Section 66499.3 establishes the types and amount of security to guarantee the performance of any such improvement agreement; and

WHEREAS, City and Principal desire to enter into an improvement agreement as authorized by the Subdivision Map Act under the terms and conditions hereinafter set forth.

NOW, THEREFORE, in consideration of the mutual promises, conditions and covenants hereinafter set forth, City and Principal agree as follows:

1. **Incorporation of Recitals.** The foregoing recitals are hereby incorporated by reference.
2. **Findings and Conditions of Subdivision Map.** Principal recognizes that approval of its subdivision was subject to the findings and conditions attached to such approval and hereby acknowledges and agrees to be bound by such findings and conditions.
3. **City Approval of Subdivision Map.** City agrees to approve the final map of the subdivision presented to it by Principal and designated **Douglas 98 Phase 2B FM 2018-04-04** and to accept on behalf of the public all lands, rights of way and easements therein offered in dedication, in accordance with the conditions hereinafter set forth.
4. **Completion of Improvements.** In consideration of such approval, Principal agrees to complete the work of improvement required for said subdivision in accordance with

the requirements of the Rancho Cordova Municipal Code and such standard specifications created by applicable City ordinances or resolutions which are in effect at the time of the installation of said improvements. The work required may lie within or outside the subdivision and must be completed within 24 months of the date of this Agreement.

5. **Payment For Services.** Principal further agrees to promptly pay, when due, all costs for plan checking, inspection services and material testing performed by City pursuant to the requirements of Sections 12.03.210 et. seq. of the Rancho Cordova Municipal Code.

6. **Acceptance of Improvements.** Upon satisfactory completion of all public improvements in accordance with standard specifications created by City ordinances or resolutions which are in effect at the time of the installation of said improvements, City agrees to accept for maintenance the work of improvement within the dedicated parcels shown on said final subdivision map, and any off site easements granted, subject to the provisions of paragraph 9 hereof. Acceptance will be postponed until such time the City determines a public purpose exists. Public Purpose is defined as existence of habitable structures within the subdivision.

7. **Notice of Commencement of Work.** Principal shall notify the City Engineer in writing of the commencement of the work of improvements.

8. **Correction of Defects.** Principal agrees to remedy any defects in the improvement arising from faulty or defective construction of said improvements occurring within twelve months after acceptance thereof by City.

9. **Indemnity.** Principal shall indemnify and hold harmless City from any and all loss, damage or liability arising out of or resulting from Principal's performance or non-performance of his duties and obligations under this Agreement, or from the negligent act or omission of himself, his agents, servants and employees. Principal shall, at his own cost and expense, defend any and all actions, suits, or legal proceedings arising out of or resulting from the performance or nonperformance of this Agreement, that may be brought or instituted against the City, its officers and employees, on any such claim or demand, and pay or satisfy any judgment that may be rendered against the City in any such action, suit or legal proceedings, or result thereof, regardless whether caused in part by a party indemnified hereunder.

10. **Extension of Completion Date.** If the construction of the work or improvement should be delayed without fault of Principal, the time for completion thereof may be extended by City for such period of time as City may deem reasonable.

11. **Improvement Security.** (a) Principal shall obtain and furnish to City an improvement security consisting of a surety bond in favor of City, issued by a corporate surety authorized to do business in the State of California, and in form approved by City, securing the

faithful performance by Principal of the work of improvement required, and also securing the payment of the costs and interest, if any, due under Sections 12.030.210 et seq. of the Rancho Cordova Municipal Code, as provided in Paragraph 5 herein and an additional bond issued by a corporate surety authorized to do business in the State of California, in the amount of not less than 50 percent of the total estimated cost of the improvement, securing payment to contractor, his subcontractors, and to persons renting equipment or furnishing labor or materials for the improvement.

(b) In lieu of said corporate surety bonds, Principal may furnish an improvement security consisting of a letter of credit, certificate of deposit, or similar instrument of credit, in form satisfactory to City, issued by a financial institution subject to regulation by the State or Federal government, pledging that the funds necessary to meet the performance required herein are on deposit, and guaranteed for payment on demand. Said letter of credit, certificate of deposit, or similar instrument of credit shall provide that the funds designated therein shall become trust funds for the purposes set forth in said instrument.

(c) The failure of Principal to commence the required work of improvements, or to complete the same within the time required after commencement thereof, shall entitle City to the full payment of the security, or so much thereof as may be necessary to complete the required work of improvement. The amount of the surety bond for faithful performance shall be in the sum of **\$1,669,417.00**. The amount of the surety bond for the payment of the claims of the contractor, his subcontractors, and to persons renting equipment or furnishing labor or materials for the improvement shall be at least 50 percent of the above amount. The letter of credit, certificate of deposit or similar instrument of credit, or cash deposit for faithful performance, shall be in the above amount plus an additional 50 percent for the purposes set forth herein.

12. Improvement Security As Condition Precedent. The furnishing of the improvement security by Principal as required by paragraph 12 hereof shall be a condition precedent to acceptance by City of the above described real property and the performance by the City of the covenants herein on its part to be performed.

13. Inspection of Work In Progress. (a) Principal may request The City Engineer to inspect the work as it progresses. If the work performed is found to be in accordance with the requirements of City, it may be accepted as it progresses and a partial refund of the cash deposit, or a release pro tanto of the faithful performance bond, letter of credit, certificate of deposit or similar instrument of credit shall be made in a sum in the same ratio to the total deposit as the work accepted bears to the total work to be done. No refund in excess of 85 percent of the total amount of the improvement security for faithful performance shall be made until all the work has been completed and accepted.

(b) The determination of the Administrator of Public Works of City as to the amount of work done, and the amount of refund or partial release pro tanto, shall be final and conclusive. When the work of improvement is accepted, 10 percent of the improvement security shall be retained to guarantee faithful performance of the provisions of paragraph 9 of this Agreement.

(c) Improvement security given to secure payment to contractor, his subcontractors and to persons renting equipment or furnishing labor or materials for the work of improvement may, six months after completion and acceptance of the work, be reduced to an amount not less than the total of all claims on which an action has been filed, and notice thereof given in writing to City, and if there are no actions filed, such improvement security may be released in full.

14. **Execution By Real Party In Interest.** Where title to the subdivision property is held by the record owner thereof under a holding Agreement, this Agreement and the bond given pursuant thereto must be executed by the real party or parties in interest.

15. **Waiver of Civil Code Section 2819.** Any extension of time hereunder shall not operate to release the surety on the bond filed pursuant to this Agreement. In this connection the surety waives the provisions of Section 2819 of the Civil Code of the State of California.

16. **City Construction of Improvements.** In the event that all or any portion of the works of improvement contemplated herein are proposed to be constructed by street improvement proceedings under the control of City, the undertaking of such proceedings shall in no way relieve Principal of any duties under this Agreement, except where all of the works of improvement that are required under this Agreement have in fact been constructed and accepted by City.

17. **Interest.** Interest shall accrue at the highest rate permitted by law on all sums from the date payment is due under the terms of this Agreement and the sum due is certain or reasonably capable of being made certain.

18. **Attorneys' Fees.** In the event that it is necessary for the City to enforce the obligations secured by the improvement security furnished pursuant to Paragraph 12 hereof, the City shall be entitled to recover its costs and reasonable expenses and fees, including reasonable attorneys' fees, as provided for in Government Code Section 66499.4.

19. **Amendments.** This Agreement may be modified or amended, or any of its provisions waived, only by a subsequent written agreement executed by the parties hereto.

20. **Entire Agreement.** This Agreement and any attachments hereto constitute the sole, final, complete, exclusive and integrated expression and statement of the terms and conditions of this Agreement among the parties hereto concerning the subject matter addressed herein, and supercedes all prior negotiations, representations or agreements, oral or written,

that may be related to the subject matter of this Agreement.

21. Construction and Interpretation. It is agreed and acknowledged by the Principal that the provisions of this Agreement have been arrived at through negotiation, and that the Principal has had a full and fair opportunity to revise the provisions of this Agreement and to have such provisions reviewed by legal counsel. Therefore, the normal rule of construction that any ambiguities are to be resolved against the drafting party shall not apply in construing or interpreting this Agreement.

22. Successors and Assigns. This Agreement shall bind and inure to the benefit of the respective successors and assigns of the parties hereto.

23. Time. Time is of the essence in the performance of each and every term of this Agreement.

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

CITY OF RANCHO CORDOVA

PRINCIPAL

David M. Sander, Mayor


Brian Cotting
Authorized Agent

ATTEST:

Stacy Leitner, City Clerk

3047189.1

OWNER'S STATEMENT

THE UNDERSIGNED HEREBY CONSENTS TO THE PREPARATION AND RECORDATION OF THIS FINAL MAP OF DOUGLAS 98 PHASE 2B.

THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS AN EASEMENT FOR PUBLIC PURPOSES;

THE UNDERSIGNED HEREBY OFFERS FOR DEDICATION AND DOES HEREBY DEDICATE TO ANY AND ALL PUBLIC USES THE PUBLIC ROADS DESIGNATED AS CARRIZO PLAIN WAY, GLASS BEACH DRIVE, KNIGHTSBROOK AVENUE, MATLIGA POPPY WAY, PIER VIEW WAY AND SALT POINT WAY SHOWN HEREON; AND ALSO OFFER FOR DEDICATION AND DOES HEREBY DEDICATE TO SPECIFIC PURPOSES THE FOLLOWING:

- A. EASEMENTS FOR PLANTING AND MAINTAINING TREES, ELECTROLIERS, TRAFFIC CONTROL DEVICES, WATER AND GAS PIPES, AND FOR UNDERGROUND WIRES AND CONDUITS FOR ELECTRIC, TELEVISION AND TELEPHONE SERVICES, TOGETHER WITH ANY AND ALL APPURTENANCES PERTAINING THERETO, ON, OVER, UNDER AND ACROSS THOSE STRIPS OF LAND SHOWN HEREON AND DESIGNATED "PUBLIC UTILITY EASEMENT" (P.U.E.).
- B. AN EASEMENT FOR CONSTRUCTING AND MAINTAINING CENTRALIZED MAIL DELIVERY BOXES, PEDESTALS, AND SLABS, TOGETHER WITH ANY AND ALL APPURTENANCES PERTAINING THERETO INCLUDING PEDESTRIAN ACCESS FOR DELIVERY AND RECEIPT OF MAIL ON, OVER, UNDER AND ACROSS STRIPS OF LAND FIVE FEET IN WIDTH, LYING CONTIGUOUS TO THE PUBLIC ROADS SHOWN HEREON.

WOODSIDE 05N, LP, A CALIFORNIA LIMITED PARTNERSHIP

BY: WDS GP, INC., A CALIFORNIA CORPORATION,
GENERAL PARTNER

BY: Brian Cutting
BRIAN CUTTING, AUTHORIZED AGENT

DATE: 10/6/2020

NOTARY ACKNOWLEDGMENT

A NOTARY PUBLIC OR OTHER OFFICER COMPLETING THIS CERTIFICATE VERIFIES ONLY THE IDENTITY OF THE INDIVIDUAL WHO SIGNED THE DOCUMENT TO WHICH THIS CERTIFICATE IS ATTACHED, AND NOT THE TRUTHFULNESS, ACCURACY, OR VALIDITY OF THAT DOCUMENT.

STATE OF CALIFORNIA)
COUNTY OF Sacramento)

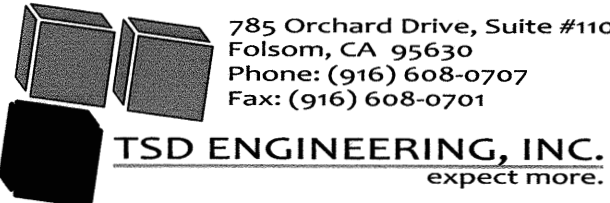
ON October 6, 2020 BEFORE ME, Lynette Baker, A NOTARY PUBLIC PERSONALLY APPEARED Brian Cutting WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/HEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FOREGOING PARAGRAPH IS TRUE AND CORRECT.

WITNESS MY HAND Lynette Baker
SIGNATURE Lynette Baker
(PRINTED NAME)

MY PRINCIPAL PLACE OF BUSINESS IS IN Sacramento COUNTY
MY COMMISSION NO. 2303615 EXPIRES: 8-31-2023

FINAL MAP OF
DOUGLAS 98 PHASE 2B
SUBDIVISION NO. FM-2018-004-04
BEING A PORTION OF LOT 4,
AS SHOWN ON THE FINAL MAP OF
"DOUGLAS 98 LARGE LOT MAP",
FILED IN BOOK 404 OF MAPS, AT PAGE 4
SACRAMENTO COUNTY RECORDS
CITY OF RANCHO CORDOVA
COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
OCTOBER 2020



CITY ENGINEER'S STATEMENT

I HEREBY STATE THAT I HAVE EXAMINED THIS FINAL MAP AND FIND IT TO BE SUBSTANTIALLY THE SAME AS THE TENTATIVE MAP APPROVED BY THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, AND ANY APPROVED ALTERATIONS THEREOF; THAT ALL PROVISIONS OF THE SUBDIVISION MAP ACT AND ALL APPLICABLE CITY ORDINANCES HAVE BEEN COMPLIED WITH.

DATE: _____

CITY ENGINEER, ALBERT STRICKER
R.C.E. 64057
EXPIRATION DATE: 9/30/2022

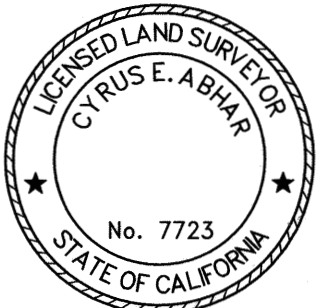


CITY SURVEYOR'S STATEMENT

I HEREBY STATE THAT I AM SATISFIED THAT THIS FINAL MAP IS TECHNICALLY CORRECT.

DATE: _____

LAND SURVEYOR, CYRUS E. ABHAR,
P.L.S. 7723
EXPIRATION DATE: 12/31/2021



CITY CLERK'S STATEMENT

I HEREBY STATE THAT THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA HAS APPROVED THIS FINAL MAP AND HAS ACCEPTED, ON BEHALF OF THE PUBLIC, ALL EASEMENTS AND RIGHTS OF WAY SHOWN HEREON AS CARRIZO PLAIN WAY, GLASS BEACH DRIVE, KNIGHTSBROOK AVENUE, MATLIGA POPPY WAY, PIER VIEW WAY AND SALT POINT WAY TOGETHER WITH ANY AND ALL APPURTENANCES PERTAINING THERETO SUBJECT TO THE IMPROVEMENT THEREOF.

DATED _____

CITY CLERK OF THE CITY OF RANCHO CORDOVA

SURVEYOR'S STATEMENT

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCES AT THE REQUEST OF WOODSIDE 05N, LP IN MARCH 2019. I HEREBY STATE THAT THIS FINAL MAP SUBSTANTIALLY CONFORMS TO THE CONDITIONALLY APPROVED TENTATIVE MAP; THAT THE MONUMENTS WILL BE OF THE CHARACTER AND WILL OCCUPY THE POSITIONS INDICATED AND WILL BE SET BY OCTOBER 31, 2021, AND THAT SAID MONUMENTS WILL BE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.

DATE: 10/6/2020

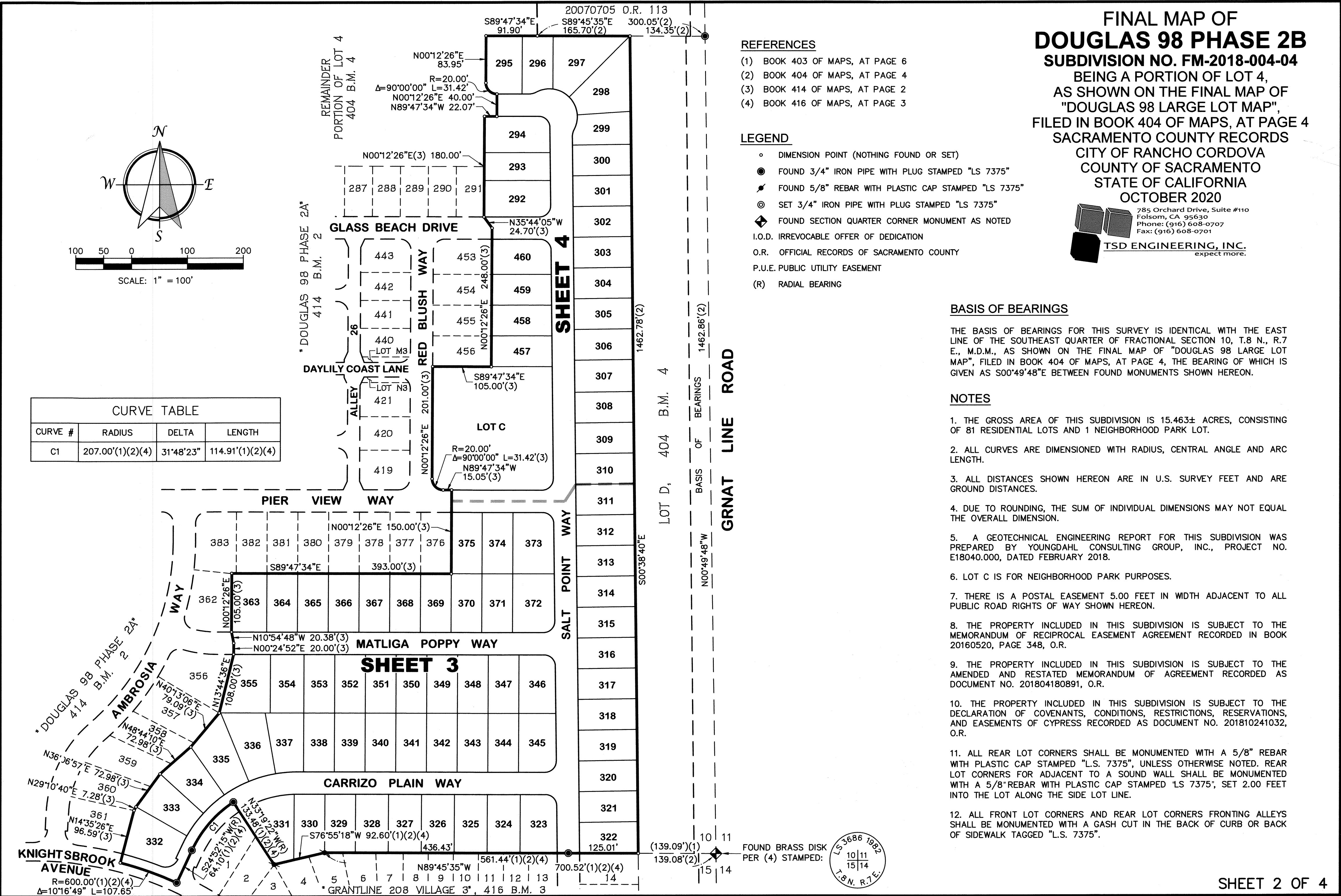
John E. Klamm
JOHN E. KLAMM, L.S. 7375



RECORDER'S STATEMENT

FILED THIS _____ DAY OF _____, 2020, AT _____ M., IN BOOK _____ OF MAPS, AT PAGE _____, AT THE REQUEST OF TSD ENGINEERING, INC. TITLE TO THE LAND INCLUDED IN THIS FINAL MAP BEING VESTED AS PER CERTIFICATE NO. _____ ON FILE IN THIS OFFICE.

BY: _____
DONNA ALLRED, COUNTY RECORDER DEPUTY COUNTY RECORDER
FILE NO. _____



FINAL MAP OF
DOUGLAS 98 PHASE 2B
SUBDIVISION NO. FM-2018-004-04

BEING A PORTION OF LOT 4,
AS SHOWN ON THE FINAL MAP OF
"DOUGLAS 98 LARGE LOT MAP",
FILED IN BOOK 404 OF MAPS, AT PAGE 4
SACRAMENTO COUNTY RECORDS
CITY OF RANCHO CORDOVA
COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
OCTOBER 2020

785 Orchard Drive, Suite #110
Folsom, CA 95630
Phone: (916) 608-0707
Fax: (916) 608-0701
TSD ENGINEERING, INC.
expect more.



785 Orchard Drive, Suite #110
Folsom, CA 95630
Phone: (916) 608-0707
Fax: (916) 608-0701

TSD ENGINEERING, INC.
expect more.

20070705 O.R. 113

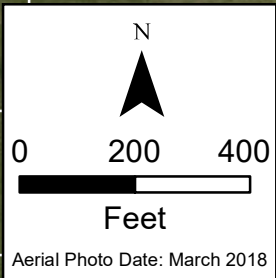
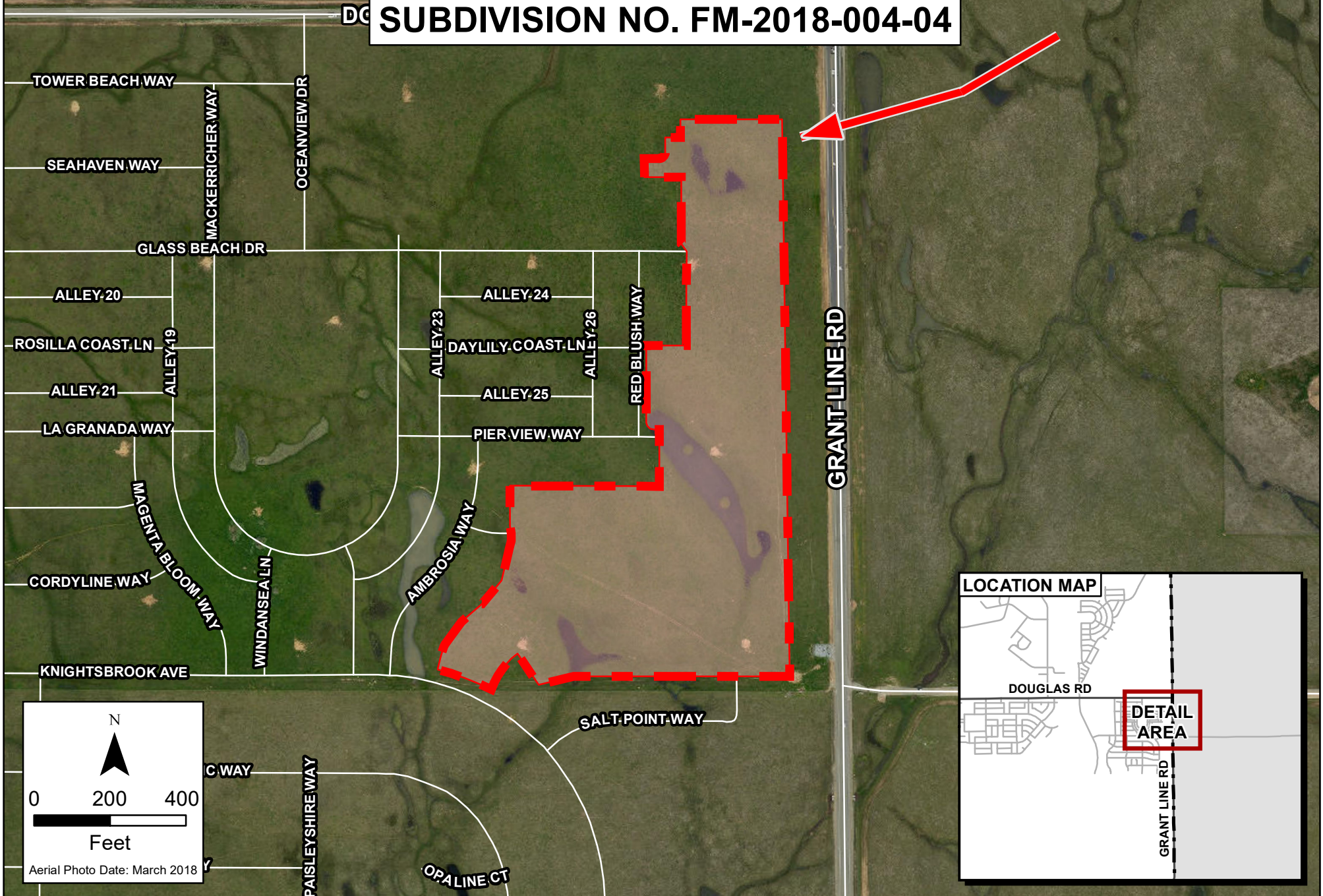


ITEM 9.5.



ATTACHMENT 4

FINAL MAP OF DOUGLAS 98 PHASE 2B SUBDIVISION NO. FM-2018-004-04



MEMORANDUM



ITEM 9.6.

DATE: November 2, 2020
TO: Honorable Mayor and Council Members
FROM: David McCoy, Senior Information Technology Analyst
SUBJECT: **A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT WITH PROUD AUDIO VISUAL FOR AUDIO VISUAL SYSTEM UPGRADES TO THE CITY COUNCIL CHAMBERS AND CITY CONFERENCE ROOMS FOR AN AMOUNT NOT TO EXCEED \$156,866**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution will authorize the City Manager to execute a contract with Proud Audio Visual for audio visual upgrades to the City Council Chambers and City Hall conference rooms for an amount not to exceed \$156,866.

BACKGROUND

The City of Rancho Cordova is a member of the Sacramento Metro Cable Television Commission (SMCTC), a joint powers agency that collects a 1% Public, Educational, and Governmental (PEG) access channel fee from cable television operators to support PEG facilities. SMCTC allocates the PEG funding to member agencies to fund capital improvements that support projects, programming, and services relating to PEG access facilities. The City's Fiscal Year 2020-21 PEG funding application included audio visual enhancements to the City Council Chambers and City Hall conference rooms to better support the City's transition to utilizing Zoom for City Council meetings due to the COVID-19 pandemic.

The City has selected Proud Audio Visual to complete these upgrades due to their familiarity with the City's existing audio-visual setup and SMCTC requirements. The improvements that are included in the contract will integrate specialized equipment into the Council Chambers existing A/V system that will both enhance Council meeting quality over Zoom and simplify the connectivity to Zoom meetings for staff. Additionally, all the conference rooms in City buildings (City Hall, Neighborhood Services, Corp. Yard) will be upgraded to what is known as a Zoom

Room. This includes integrating Zoom specific and high-quality cameras, microphones, speakers and touch controls with the existing TV displays in the rooms. The Titan room at City Hall will also have its display upgraded to a larger and more modern display. These conference room enhancements will greatly improve the ability for staff to remotely join Council meetings and be able to better interact and display presentations to Council.

FISCAL IMPACT AND FUNDING SOURCE

The City has been awarded \$156,866 in PEG funding for Fiscal Year 2020-21, which will fund the cost of the contract with Proud Audio Visual.

ATTACHMENT(S)

1. Resolution

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2020

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT
WITH PROUD AUDIO VISUAL FOR AUDIO VISUAL SYSTEM UPGRADES TO THE CITY
COUNCIL CHAMBERS AND CITY CONFERENCE ROOMS FOR AN AMOUNT NOT TO
EXCEED \$156,866**

WHEREAS, the City of Rancho Cordova is a member of the Sacramento Metro Cable Television Commission (SMCTC), a joint powers agency that collects a 1% Public, Educational, and Governmental (PEG) access channel fee from cable television operators to support PEG facilities; and

WHEREAS, SMCTC allocates the PEG funding to member agencies to fund capital improvements that support projects, programming, and services relating to PEG access facilities; and

WHEREAS, SMCTC allocates the PEG funding to member agencies to fund capital improvements that support projects, programming, and services relating to PEG access facilities; and

WHEREAS, the City's Fiscal Year 2020-21 PEG funding application included audio visual enhancements to the City Council Chambers and City Hall conference rooms to better support the City's transition to utilizing Zoom for City Council meetings due to the COVID-19 pandemic and the City has been awarded funding for these upgrades; and

WHEREAS, the City has selected Proud Audio Visual to complete these upgrades due to their familiarity with the City's existing audio visual setup and SMCTC requirements.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA authorizes the City Manager to execute a contract with Proud Audio Visual for Audio Visual system upgrades to the City Council Chambers and City Conference Rooms for an amount not to exceed \$156,866.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 2nd day of November 2020 by following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ITEM 9.6.

ATTACHMENT 1

ATTEST:

Stacy Leitner, CMC
City Clerk

David M. Sander, Mayor

MEMORANDUM

ITEM 10.1.



DATE: November 2, 2020

TO: Honorable Mayor and Council Members

FROM: Stefan Heisler, Housing Manager

SUBJECT: A RESOLUTION APPROVING THE COMMUNITY DEVELOPMENT BLOCK GRANT 2021 ANNUAL ACTION PLAN

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Directs the City Manager to make final edits and submit the 2021 AAP, and SF424 Certifications and Assurances to the Department of Housing and Urban Development (HUD) for approval, as required for the City to receive 2021 CDBG entitlement funding.

BACKGROUND

The City of Rancho Cordova has been a CDBG entitlement jurisdiction since 2006. As an entitlement jurisdiction, the City receives an annual allocation of funds from HUD. Each year the City is required to complete an AAP that describes how the City will use the CDBG funds for the coming program year. The AAP works as an application to HUD to receive CDBG funds for the following program year and is submitted as part of the Consolidated Plan.

The City must complete the public participation process as outlined in the Citizen Participation Plan, present the AAP for public comment for at least 30 days, conduct a public hearing to approve of the Plan, and submit the approved AAP and program certifications to receive its entitlement allocation of CDBG funding from HUD. The City's CDBG entitlement funding has averaged approximately \$600,000 over the last couple of years, and the City estimates it will receive \$600,000 in entitlement funds in 2021, plus rollover funds from the prior 2020 program year. HUD will notify the City of its total allocation sometime between late 2020 and the first quarter of 2021. For this reason, the recommended awards included in the 2021 AAP, as well as this staff report, represent estimates and an AAP Amendment may be required once the final City allocation amount is received.

CDBG PROGRAM

The federal intent 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, households, and neighborhoods. The City has a goal of

City Council Staff Report - 1 of 5

using at least 80 percent of the City's CDBG funds for activities that benefit low- and moderate-income persons.

All activities must meet one or more 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 an urgent community development need that poses a serious and immediate threat to the health or welfare of the community. To reach these objectives, CDBG funds may be used for a variety of community development activities, including acquisition of real property, rehabilitation of residential and nonresidential structures, construction of public facilities and infrastructure improvements, public services, and economic development and job creation/retention activities.

CDBG is an eligible funding source for public services, capital projects, and planning and administrative activities; however, regulatory spending caps limit how much funding may be used for certain activities. For example, no more than 15 percent of the current year entitlement funding may be used to fund public services, and no more than 20 percent may be used on planning and administration activities. Normally all rollover funding must be used for capital programs and projects; however as part of its COVID-19 response, HUD has waived this requirement for 2019 and 2020 rollover funds. As a result, two non-capital projects are proposed to be funded using 2020 rollover funds detailed in **Table 1** below.

ANNUAL ACTION PLAN PROCESS:

The AAP process includes several steps.

1. The City creates a budget based on an estimate of the funding that will be available in the coming program year. This funding includes the entitlement for the year and any rollover or recaptured funds from prior years.
2. The City solicits feedback from stakeholders regarding community needs and opportunities. The stakeholders that are consulted include groups that provide services to youth, seniors, low-income families, persons experiencing homelessness, persons with disabilities, and other government agencies and nonprofits that provide public services and public programs in the City.
3. The City releases a Notice of Funding Availability (NOFA) to solicit projects for the estimated CDBG funds and encourages potential CDBG recipients to submit project applications for review. The NOFA was released on July 24, 2020.
4. The City hosts a public workshop for all potential applicants and members of the public, to assist in the application process, answer questions, and provide a venue for public comment. The workshop also provides an opportunity to assess changing needs in the community. The City held the public workshop for the 2021 CDBG Program Year on August 7, 2020.
5. To determine which projects best meet the City's priority needs and goals, applications are reviewed and scored by City staff according to a set scoring rubric that is based on the needs and priorities established in the 2020-2024 CDBG Consolidated Plan. The Consolidated Plan is a planning document which sets priorities and goals for the CDBG program over a five-year period. Applications are also scored on performance criteria,

including the ability to complete the project in a timely manner and in compliance with CDBG regulations.

6. The scored project applications are presented to City staff for consideration and recommendation. The recommended projects are included in the draft AAP with estimated budgets.
7. A draft AAP that includes an updated needs assessment, feedback collected from stakeholders, and the proposed projects identified to best meet both community needs and City goals is prepared, publicly noticed, and released to the public for a 30-day public comment period. The 2021 draft AAP was released for the public comment period starting October 2, 2020.
8. After the close of the 30-day public comment period on the draft AAP, a final AAP is presented at a public hearing for any additional public comment and Council approval. After Council approval, staff submits the final AAP to HUD for its review and approval.

Public Services:

The City received six public service applications. Staff recommends funding all the projects at the amounts indicated in **Table 1** below. The Meals on Wheels application is recommended for less funding than requested due to its strong ability to apply for the remainder of the funding requested here through the City's CDBG-COVID Round 3 funding in early 2021, which can allow the Senior Nutrition Program to receive full funding without service interruptions. Also, if the City's 2021 CDBG allocation is greater than \$600,000 as conservatively estimated, 15% of that additional amount will be allocated to the Senior Nutrition Program. Allocating the public services projects this way allows the City to fund the other projects at their full requested amounts since they will not be eligible for other CDBG funds such as the CDBG-COVID Round 3.

Table 1: Public Services - 2021 Applications and Recommended Funding Awards

Organization and Program	2020 Funding	2021 Requested Amount	2021 Recommended Awards
Folsom Cordova Community Partnership – Group Mentoring Initiative	\$30,000	\$43,699	\$43,699
Meals on Wheels – Senior Nutrition Program	\$39,987	\$42,000	\$34,183*
Sacramento Self-Help Housing – Renter's Helpline	\$9,496	\$17,063	\$9,900**
Sacramento Self-Help Housing – Housing Counseling	\$15,000	\$25,277	\$25,277
Resources for Independent Living – Home Modification Assistance	N/A	\$6,000	\$6,000
Boys and Girls Club – Club Connect 2021	N/A	\$62,414	\$62,414***
TOTAL	\$94,483	\$196,45	\$181,473

*The Meals on Wheels project will be funded with \$5,124 of 2021 CDBG funding and \$29,059 of 2020 CDBG rollover funding not subject to the 15% Public Services cap as a COVID-19 response project.

**\$7,200 of this project is recommended to be funded through Planning and Administration for Fair Housing Services. This brings the total award up to the requested \$17,100.

***The Boys and Girls Club is not subject to the 15% Public Services cap as a COVID-19 response project and will be funded entirely from 2020 CDBG rollover

Planning and Administration

Planning and administration activities for the 2021 CDBG program year include managing the CDBG budget, collecting and reporting quarterly reports from the CDBG recipients, completing the required environmental, labor compliance, and financial reports, preparing and submitting the Consolidated Annual Performance Evaluation Report (CAPER), and day-to-day program administration. The City expects to have about \$120,000 available for program planning and administration. From this amount, Staff recommends continuing to fund Sacramento Self Help Housing's Fair Housing program in the amount of approximately \$7,200.

Capital Programs and Projects

The City estimates that \$390,000 in 2021 entitlement funding will be available for capital programs and projects.

The City received five capital program and project applications. The applications were scored against a set rubric with a sliding scale that evaluated each project and program against criteria that included financial stability, readiness to proceed, and ability to meet CDBG requirements.

The ranked applications were provided to City management staff for review and evaluation to see how the applications ranks against established City goals. The four applications that are recommended for funding are listed in **Table 2** below. The following levels are provided for Council discussion. 65% of additional funding received by the City above the \$600,000 estimate would be allocated to Rebuilding Together Sacramento's Critical Repair Program to bring that project up to its requested amount.

Table 2: Capital Programs - 2021 Applications and Recommended Funding Awards

Capital Programs and Projects	Requested Amount	Recommended Award
City of Rancho Cordova - Rental Housing Inspection Program	\$51,000	\$51,000
City of Rancho Cordova - General Code Enforcement Program	\$51,000	\$51,000
Rebuilding Together Sacramento - Critical Repair Program	\$250,000	\$188,000
Public Facilities and Infrastructure 2021 ADA Sidewalk Project	\$100,000	\$100,000
Lincoln Village Park Restroom Project	\$140,562	\$0
TOTAL	\$592,562	\$390,000

Funding recommendations are based on conservative estimates of both the projected entitlement allocation and the amount that might be available from prior year rollover. The City may elect to increase funding awards if additional funds become available, or additional funding may be awarded to other activities listed above in the Program Applications scoring table. The City may wish to consider a mid-year substantial amendment, should a change in funding be deemed appropriate.

FISCAL IMPACT

The CDBG program planning and administration allocation covers the cost of administering the program, plus fair housing services. The public service grants are made to organizations that have diversified funding sources and are able to provide consistent services despite minor fluctuations in the CDBG fund. The capital programs and projects funding allow for the cost of both the actual activity and the costs of enforcing Davis Bacon labor standards and NEPA clearances. The table below shows the funding to be received in 2021 and how that funding fits into the CDBG funding categories.

There is no expected impact on the City's General Fund.

CDBG Category	CDBG Budget
Planning and Administration	\$120,000
Public Services	\$181,473 (including \$91,473 in 2020 CDBG rollover)
Capital Programs and Projects	\$390,000
TOTAL	\$691,473 (includes approx. \$91,473 in rollover funds)

ATTACHMENT(S)

1. Resolution
2. 2021 Annual Action Plan
3. 2021 CDBG AAP Presentation

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2020

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
APPROVING THE ADOPTION OF THE 2021 ANNUAL ACTION PLAN FOR THE
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

WHEREAS, the Community Development Block Grant (CDBG) Program, authorized pursuant to Title 1 of the Housing and Community Development Act of 1974 (Act), as amended, requires that entitlement jurisdictions provide for the issuance of funds 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, the U.S. Department of Housing and Urban Development (HUD) is the federal agency that promulgates regulations and oversees the administration of the CDBG program; and

WHEREAS, HUD requires that entitlement jurisdictions complete a plan for expending the funds on eligible activities, referred to as the Annual Action Plan; and

WHEREAS, there has been presented to, and reviewed by this City Council, the 2021 CDBG Annual Action Plan, which describes programs to be funded, in compliance with the goals and objectives of the 2020-2024 Consolidated Plan; 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 requirements, drug free workplace requirements, anti-lobbying rules, authority of jurisdiction, consistency with strategic plan, compliance with citizen participation obligations, consistency with the 2020-2024 Consolidated Plan, eligible use of funds, prohibition of excessive force, compliance with anti-discrimination laws, and lead-based paint; 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 is expecting notification of an 2021 CDBG allocation in the amount of approximately \$600,000 from HUD, and is awaiting the annual application form (Standard Form 424); and

WHEREAS, the City Council held a public hearing on November 2, 2020, to provide an opportunity for the public to comment and to approve of the 2021 Annual Action Plan.

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

1. Approves the adoption of the Resolution which approves:

a. The 2021 Annual Action Plan, which includes additional public services projects responding to the COVID-19 crisis, which will serve as the CDBG budget from January 1, 2021 through December 31, 2021.

b. Certifications required by HUD that state the City of Rancho Cordova will continue to conduct its activities in accordance with applicable statutes and regulations governing the CDBG program as identified in the Certifications in Appendix A of the 2021 Annual Action Plan.

2. Authorizes the City Manager, or his designee, to take all actions and to execute and/or file all documents reasonably necessary to implement the above-referenced amendments including, without limitation, taking such actions and executing and/or filing such documents as are reasonably necessary to receive HUD CDBG funding for and on behalf of the City of Rancho Cordova, and to make any reasonably necessary revisions or changes to those documents.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 2nd day of November 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

David M. Sander, Mayor

Stacy Leitner, CMC
City Clerk

City of Rancho Cordova

Draft - 2021 Annual Action Plan

Community Development Block Grant

Executive Summary

AP-05 Executive Summary - 91.200(c), 91.220(b)

1. Introduction

The City of Rancho Cordova (City) is located in Sacramento County (County), California, and lies approximately 13 miles east of the State's capital city, Sacramento. Rancho Cordova was incorporated in 2003 and has a population of approximately 74,585 people as of 2018 (2018 ACS Population Estimates). The City became a US Department of Housing and Urban Development (HUD) entitlement jurisdiction in 2006 and currently receives one HUD-funded grant through entitlement, the Community Development Block Grant (CDBG). In 2017, the City became part of the Sacramento County HOME Consortium whereby Sacramento County, as lead agency, became administrator of the City's annual HOME grant allocation.

Every five years, HUD requires that entitlement jurisdictions create a five-year plan, known as the Consolidated Plan, which outlines the use of CDBG, HOME Investment Partnerships (HOME), Emergency Solutions Grant (ESG), and other housing and community focused funding provided by HUD. Each year of the five-year Consolidated Plan, the jurisdiction must create an Annual Action Plan, which serves as a one-year plan for the City's CDBG program to help address community development and low- and moderate-income community needs.

As of January 1, 2020, the City has aligned its Consolidated Plan cycle with the County's five-year Consolidated Plan cycle—meaning that the City will share its CDBG program cycle with the County from January 1, 2020, to December 31, 2024. In aligning the CDBG program cycle with the County's, the City has changed the start and end dates of its CDBG program year; this means that as of January 1, 2020, the City will begin its CDBG program year on January 1 and end on December 31 of each program year. Prior to 2020, the City's program year spanned from July 1 to June 30 of each CDBG program year. These changes were required by HUD in an effort to create an opportunity for jurisdictions to take a more regional and collaborative approach to meeting their affordable housing and community development needs. By syncing its Consolidated Plan with the County's, the City's previous five-year plan was shortened one program year, from five to four program years.

This 2021 Annual Action Plan covers January 1, 2021, to December 31, 2021, the second year of the City's 2020-2024 Consolidated Plan. The City's Community Development Department is responsible for implementing both the Consolidated Plan and the Annual Action Plans.

The City anticipates receiving approximately \$600,000 for its 2021 allocation of CDBG funding from HUD. The official 2021 CDBG allocation is anticipated to be announced in spring 2021. The City plans to use a variety of funding sources to meet its housing and community development needs, including Community Enhancement Funds and other resources as they become available.

2. Summarize the objectives and outcomes identified in the Plan

[This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.]

The Needs Assessment, contained in the 2020-24 Consolidated Plan, collects and analyzes data on the housing and community development needs for residents of the City of Rancho Cordova, as well as the County as a whole. The assessment focuses especially on affordable housing, special needs housing, community development, and homelessness on a regional scale, and then presents information specific to Rancho Cordova's Non-Housing Community Development Needs (see County's HOME Consortium Consolidated Plan for detailed analysis).

The County's HOME Consortium Consolidated Plan discussed the following regional objectives and outcomes of housing needs. This information is based on an analysis of "disproportionate needs" based on HUD's housing problems tables and informed by resident input and stakeholder consultation (see County's HOME Consortium Consolidated Plan for detailed analysis):

- **Affordability:** The changes in regional home values and rents have exceeded changes in median incomes for all households, meaning that households have lost their housing "purchasing power."
- **Cost burden and severe cost burden:** This is the most common housing problem for both renter and owner households in Sacramento County.
- **Quality housing:** During outreach that was conducted in preparation of the County's Consolidated Plan, participants shared stories of poor housing conditions, including units in need of basic repairs, problems with mold, and pest infestations.
- **Overcrowding:** According to the experience of focus group participants, it is common for low-income households to live with extended family, roommates, or other friends in order to afford housing. In extreme cases, two or more households share a unit. Overcrowding is more likely to be experienced by African American residents, Hispanic residents, large family households, and residents with Limited English Proficiency than regional survey respondents overall.
- **Equity in ownership:** The homeownership rate for Black/African American households in the Sacramento region is 35 percent; for Hispanic households, 45 percent; and 67 percent for non-Hispanic white households.
- **Public housing and housing choice voucher holders:** Finding a quality unit that is within the voucher amount is challenging, particularly in a tight rental market where landlords can easily find residents without vouchers. Challenges navigating the system for obtaining affordable housing, including waitlist processes, was a topic raised frequently by participants.
- **Homelessness:** The 2019 Point in Time Count indicates that homelessness is expanding substantially and requires a new and intensified response. In interviews, stakeholders expressed the ongoing need for emergency shelters and services, but also getting people back into housing after experiencing homelessness.

- **Non-homeless special needs:** Households that include a member with a disability may experience housing challenges related to needed modifications to the home or accommodations from their housing provider. According to the resident survey, one in three (35 percent) households that include a member with a disability live in a home that does not meet the needs of the resident with a disability.

The Non-Housing Community Development Needs gathered and presented in this Needs Assessment, specific to Rancho Cordova, were collected through a community survey, consultations with local agencies, various outreach events, and a conglomeration of online data sources during the drafting of the City's 2020-24 Consolidated Plan. Through this data collection and outreach, the City estimates its housing needs for the next five-year plan period. As population size, characteristics, and needs change, public services shift to address these changes as well. The City conducted extensive outreach to residents, community leaders, community advocates, city organizations, and entities and public agencies from surrounding areas. From the feedback received from this outreach and data collection, the City shaped its priority needs for low-income and community development initiatives within Rancho Cordova. The City pulled additional data and information from various sources, such as US Census, Community Planning and Development maps, and the California Employment Development Department, to more thoroughly shape its needs for public services.

The City's CDBG program objectives and outcomes for this planning period (January 1, 2021–December 2021) are primarily directed at providing needed services for youth, individuals, and families experiencing homelessness or who are at risk for such, and seniors in the community; improving accessibility to community facilities; enhancing conditions for existing housing through code enforcement and rental housing inspections; supplying funding to Rebuilding Together Sacramento and Resources for Independent Living to give more low-income residents a chance to make health and safety related repairs to their homes; and funding projects and programs that aid in the prevention, preparation, and response to the COVID-19 pandemic. These objectives align closely with the feedback that the City received from community stakeholders and past public service program participants that were interviewed during the completion of this Plan. Please see Attachment A to view the questions and responses that were gathered during the 2021 Annual Action Plan's community engagement efforts.

Upon final City Council approval of this 2021 Annual Action Plan, the City intends to fund five public services providers who will use CDBG funds to administer seven programs, which are expected to benefit approximately 400 unduplicated individuals and 605 households in the 2021 program year. The 2021 public service providers and programs are as follows:

- (1) Folsom Cordova Community Partnership's Group Mentoring Initiative, which supports youth and improves community involvement through intensive youth mentoring.
- (2) Meals on Wheels' Senior Nutrition Services, which takes hot meals or frozen heat-and-serve meals to homebound seniors and provides lunch to seniors at the Cordova Senior Center.

(3) Boys and Girls Clubs of Greater Sacramento's Club Connect program, which will help make sure that low-income youth are able to access the resources they need to attend school during the COVID-19 pandemic. The club will supply Club Connect Kits each week to low-income youth and families that are in the most need of assistance.

(4) Resources for Independent Living's Home Modification Assistance Program, which will work in partnership with Rebuilding Together Sacramento to provide disability-related home modifications to five households in Rancho Cordova. Resources for Independent Living will identify five households with at least one member who has a disability, and who needs a disability-related home modification and who is at risk of being placed in a non-community facility without this modification; Rebuilding Together will then complete the repairs.

(5) – (7) A collaborative team has been developed between Sacramento Self-Help Housing, Rental Housing Association, and Project Sentinel to reduce housing discrimination, promote public awareness of fair housing laws and rights, and assist persons with disabilities. This team will provide a telephone hotline, tenant education and housing assistance, and mediation services for Rancho Cordova residents in a housing crisis or dispute. Sacramento Self-Help Housing will deal directly with concerns about tenant/landlord disputes, while fair housing issues will be identified and referred to Project Sentinel.

These organizations will provide three different programs for the 2021 Annual Action Plan year:

(5) Housing counseling services that provide mediation between tenants and landlords to assist low-income and very low-income renters who have a conflict with their landlord or property manager.

(6) Renter's helpline to offer housing counseling services, as well as helping to settle tenant/landlord disputes and housing discrimination cases.

(7) Renter's helpline-fair housing services to reduce housing discrimination, promote public awareness of fair housing laws and rights, and assist persons with disabilities.

The City also plans to continue to fund various capital improvement projects and programs to benefit the community:

- (1) The City will continue to fund its Rental Housing Inspection Program, in which the City Neighborhood Services Department inspects rental units in CDBG target areas to find and correct code violations in order to preserve available quality housing for the community.
- (2) The City will continue funding its Code Enforcement Program, in which City Code Enforcement officials enforce the City's code in CDBG target areas regarding issues such as blight removal and nuisance abatement.
- (3) The City plans on funding Rebuilding Together Sacramento's Critical Repair Program, which provides urgently needed repairs to homes that are primarily located in the CDBG target area.
- (4) The City funds an annual sidewalk program that removes and replaces damaged curbs, gutters, and sidewalks to meet current ADA standards in CDBG target areas.

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

The 2019 Consolidated Annual Performance and Evaluation Report (CAPER) was accepted by HUD as adequate and is available on the City's website for viewing. It should be noted that this CAPER covered a six-month period, from July 2019 to December 2019, as opposed to a full twelve-month period, due to the program year change that was authorized in November 2019.

The 2020 CAPER, for the period of January 2020–December 2020, will be submitted to HUD in March 2021 and will be made available for public review prior to its approval. The 2019 CAPER, for the shortened 2019 program year, demonstrated that the service providers met their projected outcomes.

Additionally, the City's CDBG program was audited by HUD in spring 2020. The results of this audit are still pending; however, no immediate remediations were brought to CDBG staff's attention by the City's HUD representatives.

4. Summary of Citizen Participation Process and consultation process

The City initiated several efforts aimed at conducting community outreach and facilitating citizen participation during the drafting of this 2021 Annual Action Plan.

Outreach included local newspaper announcements for meetings and hearings, which all met proper noticing requirements; publications on the City's website for upcoming CDBG activities; interviews with recipients of CDBG-funded programs (refer to Attachment A); information sharing on Twitter and Facebook to keep the public informed through social media; and a community needs workshop with local stakeholders, which was open for the public to attend.

Additionally, the City conducted multiple stakeholder consultations with local service providers to solicit professional feedback in the areas of housing, homelessness, social services, senior populations, disabled populations, youth populations, and persons living with HIV/AIDS. Please refer to the Process section (PR-10) of this plan for more information on the consultations that were completed.

The following is a timeline of the citizen participation that was conducted in preparation of the 2021 Annual Action Plan:

- On July 10, 2020, the City posted a notice at City Hall, online, and in the local newspaper of a Notice of Funding Availability (NOFA) release for 2021 CDBG funds, a community needs meeting, and a mandatory NOFA workshop (See Attachment B).
- On August 7, 2020, City staff facilitated a NOFA workshop to review scoring criteria for 2021 applications and to inform the public of the upcoming 2021 CDBG program year process (See Attachment C).

- On August 7, 2020, City staff facilitated a public meeting with local stakeholders and nonprofit organizations to obtain feedback on community needs. The general public was also invited to join this public meeting (See Attachment C).
- Between August 3 and August 28, 2020, CDBG staff conducted stakeholder consultations with various local service providers, public agencies, and nonprofits (See Attachment A).
- Between August 3 to August 28, 2020, the City conducted interviews and questionnaires with several program recipients from Rebuilding Together Sacramento and Folsom Cordova Community Partnership (See Attachment A).
- On October 2, 2020, the City released the draft Annual Action Plan for 30 days for public review and comment.
- On November 2, 2020, the City will hold a public hearing to approve the final 2021 Annual Action Plan and invited the public to comment on the plan prior to Council approval. (Attachment will be included once Plan is approved).

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Consolidated Plan.

6. Summary of comments or views not accepted and the reasons for not accepting them

To be updated once public comment period has ended.

7. Summary

This 2021 Annual Action Plan will work as a guide in implementing the CDBG priorities, activities, and goals for the CDBG program between January 1, 2021, and December 31, 2021. These priorities, activities, and goals were shaped by a conglomeration of community participatory feedback, area-focused demographical data collection and analysis, community stakeholder involvement, consideration of countywide goals and policies, and feedback solicited from Rancho Cordova's City Council.

PR-05 Lead & Responsible Agencies - 91.200(b)**1. Agency/entity responsible for preparing/administering the Consolidated Plan**

The following are the agencies/entities responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	RANCHO CORDOVA	Community Development Department - Housing Division
HOME Consortium Administrator	COUNTY OF SACRAMENTO (Administered through Sacramento Housing and Redevelopment Agency)	SHRA - Development Department/Finance

Table 1 – Responsible Agencies

Narrative

The City of Rancho Cordova's Community Development Department currently serves as the lead agency for overseeing and implementing the Consolidated Plan process as well as administering CDBG funds. The Community Development Department was initiated in 2015, and includes the Planning Department, Building and Safety Department, and the Housing Division, which manages the City's CDBG funds. The CDBG program was managed by the Housing Division under the Economic Development Department prior to 2015.

For the HOME Consortium, the County of Sacramento is the lead agency and delegates administrative responsibilities to a County agency called the Sacramento Housing and Redevelopment Agency (SHRA).

Consolidated Plan Public Contact Information

City of Rancho Cordova
Community Development Department
2729 Prospect Park Drive
Rancho Cordova, CA 95670
(916) 851-8700

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AP-10 Consultation - 91.100, 91.200(b), 91.215(l)**1. Introduction**

The City of Rancho Cordova (City) consulted with several local service providers and public agencies to help identify local needs and evaluate opportunities for partnership and improved coordination for the 2021 Annual Action Plan (See Attachment A). The City also invited public comment through a 30-day public comment period and a public hearing for the approval of the final Annual Action Plan. The following sections will discuss the consultation process, the public comment process, and the planned coordination efforts for the next 2021 Annual Action Plan cycle.

Provide a concise summary of the jurisdiction's activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l)).

The City's Housing Division is striving to improve the City's affordable housing stock and continues to improve coordination for initiatives aimed at increasing the supply of affordable housing in the region. Recently, the City has focused its efforts through various programs to renovate existing structures and build new affordable units for families, senior citizens, and disabled individuals.

The City has been working with Mercy Housing, the Veterans Resource Center of America, and Mogavero Architects to plan and design Mather Veterans Village, a three-phase transitional and permanent supportive housing development that serves disabled homeless veterans. Located in close proximity to the Sacramento Veterans Affairs (VA) Medical Center, Mather Veterans Village helps fulfill the large need for service-supported housing for low-income disabled veterans in the Northern California region. The project is co-sponsored by the City of Rancho Cordova, Sacramento County, and the Sacramento VA Medical Center.

Mather Veterans Village is intended to provide a service-rich living environment and will be designed to promote a community-oriented feel for veterans. Features include a group dining area, courtyards, and classrooms. The project's first and third phases are now complete and include a total of 100 permanent supportive housing units, as well as a community space. Phase 2 consists of 60 transitional housing beds and is scheduled for occupancy in October 2020.

The City's Homeless Outreach Team (HOT) is one of the ways in which the City helps to connect homeless individuals and at-risk homeless individuals with needed services. HOT is composed of two officers, code enforcement and the City's Homeless Navigator. The team builds relationships with homeless individuals and families to assist them in finding services, education, and resources to help them become self-sufficient.

The City also cooperates with the SHRA in ensuring that public and voucher-supported housing in the City is safe, habitable, and fully occupied whenever possible. Other collaborative partners include Sacramento Self-Help Housing, which works with the City, mental and general health providers, and

other service agencies to help households in need find suitable housing. The City regularly looks for opportunities to improve communication and connect service providers and housing providers to help leverage services, reduce service burden due to repeat clientele, and ensure that persons with housing and service needs are directed to the correct providers.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

Sacramento Steps Forward is the nonprofit group that manages the regional Continuum of Care. The City cooperates with Sacramento Steps Forward whenever possible, including providing support at County Board of Supervisors meetings and promptly responding to requests for data, and through ongoing participation in the public Continuum of Care discussions. The location of the Mather Veterans Hospital and the Veterans Village housing project, and availability of other services for veterans, such as Stand Down (which provides critical life services to homeless veterans) and the Veterans Resource Centers of America, all make the City of Rancho Cordova an ideal partner in addressing the problems facing homeless veterans. Additionally, the City's lead CDBG program staff is a member of the Continuum of Care and coordinates the City's CDBG housing and community development efforts to be aligned with the Continuum's most recent updates and goals.

The City also partners with the Child Protective Services Division and the Senior and Adult Services Division of the Sacramento County Department of Child, Family and Adult Services, including providing on-site workspace for a child welfare worker in the City Police Department offices. The Folsom Cordova Unified School District and the Child Protective Services Division assist in identifying homeless families. Sacramento Self-Help Housing, along with other services provided through the Continuum of Care, helps identify housing resources. The City has engaged in several cross-agency and cross-skill set team-building and problem-solving efforts to improve communication and identify opportunities to connect people with the available services as efficiently as possible.

Finally, the Rancho Cordova Homeless Assistance Resource Team (HART) continues to work with Sacramento Self-Help Housing to specifically address the problem of homelessness in Rancho Cordova. Most homeless resources and assistance groups are either located in the City of Sacramento or clustered in distant parts of Sacramento County. Homeless people in Rancho Cordova must first find transportation in order to have access to these resources. HART is working to bring more resources into the Rancho Cordova community to address homelessness where it is happening.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

Sacramento Steps Forward administers both the Continuum of Care and the Homeless Management Information System (HMIS); Sacramento County manages the available Emergency Shelter Grant (ESG) funds for the Sacramento region. The City is currently working with the County on the future of the Mather Community Campus, located adjacent to the new Mather Veterans Village project (which provides permanent supportive housing and transitional beds), and there are plans to continue leveraging both programs to help meet the full range of needs in the community.

The City is also working with the Continuum of Care to provide funding for the Mather Veterans Village project to help maximize affordability to homeless veterans. The City has provided letters of support, as well as funding, and is available for technical assistance in maintaining and improving the policies and procedures for managing the HMIS.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdictions consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	VOLUNTEERS OF AMERICA
	Agency/Group/Organization Type	Services - Housing Services - Elderly Persons Services - Persons with Disabilities Services - Homeless Services - Employment
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Homelessness Needs - Veterans Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The organization was called and emailed. They completed a written response. The City has worked with the VOA for several years in support of the Mather Community Campus facility, and VOA participates in the City's homeless response efforts.
2	Agency/Group/Organization	SACRAMENTO STEPS FORWARD
	Agency/Group/Organization Type	Services - Homeless
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Homelessness Needs - Chronically homeless Homelessness Needs - Families with children Homelessness Needs - Veterans Homelessness Strategy HOPWA Strategy Market Analysis

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was contacted by email and they provided a written response. They provided information on homelessness in the County and in the City. Sacramento Steps Forward is the Continuum of Care for Sacramento County and is the lead agency in responding to homelessness issues. The City plans to continue supporting Sacramento Steps Forward in its role as the Continuum of Care lead.
3	Agency/Group/Organization	SACRAMENTO SELF-HELP HOUSING
	Agency/Group/Organization Type	Services - Housing Services - Fair Housing
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Organization staff attended the community needs workshop with stakeholders and provided input on the needs of lower-income families and individuals. The City has worked with Sacramento Self-Help Housing for several years to assist with homelessness prevention, tenant landlord mediation, and fair housing evaluations. The City will continue working with Sacramento Self-Help Housing to address these issues.
4	Agency/Group/Organization	FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT
	Agency/Group/Organization Type	Other Government - Local
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Homelessness Needs - Chronically homeless Homelessness Needs - Families with children Homelessness Needs - Unaccompanied youth Homelessness Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was emailed. The school district provided a written response. This input helps shape the priorities of this Annual Action Plan regarding housing the youth population in Rancho Cordova. The City has continued to foster a close working relationship with the school district to improve education outcomes for youth and to improve access to youth services, such as after-school programming.
5	Agency/Group/Organization	FOLSOM CORDOVA COMMUNITY PARTNERSHIP
	Agency/Group/Organization Type	Services - Children Services - Health Services - Education Services - Employment
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Organization staff attended the community needs workshop and provided input on the needs of children and youth in the City. This agency also completed a phone interview. This information helps shape the data and priorities in the Annual Action Plan regarding youth populations and social services in Rancho Cordova. The City has had a long relationship with Folsom Cordova Community Partnership, which provides services to low-income families, youth, and students.
6	Agency/Group/Organization	MEALS ON WHEELS BY ACC
	Agency/Group/Organization Type	Services - Elderly Persons Services - Homeless
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment Non-Homeless Special Needs Anti-poverty Strategy

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Meals on Wheels staff attended the community needs workshop with stakeholders and provided input on the needs of seniors and disabled residents. The City also called and emailed additional questions to the organization; the organization provided a written response to the City's questions. The City will continue to coordinate with Meals on Wheels to provide services to seniors in the community and find opportunities for additional cooperation.
7	Agency/Group/Organization	RESOURCES FOR INDEPENDENT LIVING
	Agency/Group/Organization Type	Services - Elderly persons Services - Housing Services - Homeless
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Anti-poverty Strategy Homelessness Needs - Chronically homeless Homelessness Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was contacted and completed a phone interview. This interview provided information that helps shape the data in this Annual Action Plan regarding seniors and disabled persons in Rancho Cordova. The City will continue to consider Resources for Independent Living as a resource in addressing the needs of persons with disabilities in Sacramento County.
8	Agency/Group/Organization	ONE COMMUNITY HEALTH
	Agency/Group/Organization Type	Services - Health Services - Persons with HIV/AIDS

	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs HOPWA Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was called and provided a phone interview, offering information regarding individuals living with HIV/AIDS in Sacramento County. The City will continue to consider One Community Health as a resource for health care and AIDS/HIV prevention and care in Sacramento County.
9	Agency/Group/Organization	CORDOVA COMMUNITY COUNCIL
	Agency/Group/Organization Type	Other Government - Local
	What section of the Plan was addressed by Consultation?	Anti-poverty Strategy Public Housing Needs
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	This organization was emailed. The Cordova Community Council provided a written response. This input helps shape the priorities of this Annual Action Plan regarding access to social services and resources in Rancho Cordova. The City has continued to foster a close working relationship with the Community Council to improve the community and increase access to services for the community.
10	Agency/Group/Organization	REBUILDING TOGETHER SACRAMENTO
	Agency/Group/Organization Type	Service - Housing Service - Neighborhood Organization
	What section of the Plan was addressed by Consultation?	Housing Needs Assessment

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	Rebuilding Together Sacramento staff attended the community needs workshop with stakeholders and provided input on the needs of seniors and disabled residents. The City will continue to coordinate with Rebuilding Together to provide services to seniors in the community and find opportunities for additional cooperation.
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Identify any Agency Types not consulted and provide rationale for not consulting

All agencies were included in the consultation process and many opportunities were provided for them to participate, including the community survey, community needs workshop, and one-on-one interviews or emailed questions. No agencies were excluded from this public consultation process; however, the City focused its one-on-one interview efforts on agencies serving HUD priority populations and whose services represented the highest priority needs within the City.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Sacramento Steps Forward	Both plans work to address issues leading to homelessness and to assist persons and families experiencing homelessness in the region.
Housing Element	City of Rancho Cordova	The Housing Element is intended to help identify and plan for housing needs in the City, including very low- and low-income housing.
Sacramento Valley Regional Analysis of Impediments to Fair Housing Choice	SHRA	The plan helps inform the needs and goals around housing and provides resident perspectives through extensive community engagement.

Table 3 - Other local / regional / federal planning efforts

Narrative

The City will continue to coordinate with service providers, stakeholders, public agencies, and organizations that specialize in public and assisted housing sectors, as well as various other special needs services on a local and regional scale. The City aims to continuously grow its relationships and communications with local professional organizations and entities to best address the priority needs of the jurisdiction and surrounding areas.

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AP-12 Participation - 91.401, 91.105, 91.200(c)**1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting**

The City completed public meetings, outreach, and noticing as required by the City's Citizen Participation Plan. All public participation processes were made available to the public. Additionally, staff conducted community outreach with public service program recipients. Public comment received during the outreach for this Annual Action Plan can be found in the Executive Summary section (ES-05). Several stakeholder consultations were held and are summarized in the consultation section above.

Citizen Participation Outreach

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Sort Order	Mode of Outreach	Target of Outreach	Summary of Response /attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Public Meeting	Minorities Persons with disabilities Non-targeted/broad community Stakeholders, service providers	Representatives of five local service providers attended the workshop.	Emphasis on application scoring, beneficiary questions, selection process, program performance, coordination, and community needs (Refer to Attachment C)	All comments were accepted.	
2	Newspaper Ad	Minorities Persons with disabilities Non-targeted/broad community Seniors, minority groups, disabled groups	Public noticing of the draft Action Plan available for public comment.	No comments received.	N/A	http://www.cityofranchocordova.org/government/community-development/neighborhood-planning-projects/community-development-block-grant

3	Public Hearing	Minorities Persons with disabilities Non-targeted/broad community Stakeholders, service providers, seniors, minority groups, disabled persons	On November 2, 2020, City Council reviewed and approved the 2021 Annual Action plan.	No comments received.	Updated once public review ends	http://www.cityofranchocordova.org/government/city-clerk
4	Internet Outreach	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Seniors, minority groups, disabled persons	All public meetings, hearings, and noticing, as well as the draft Action Plan, were made available for public comment on the City's website, and promoted through social media.	No comments received.	N/A	www.cityofranchocordova.org

5	Consultation with Local Organizations and Governing Bodies	Stakeholders, service providers	Consultations were conducted with 10 service providers in the service areas of housing, homeless services, youth services, persons with disabilities, AIDs services, and senior services.	See Table 2 and Attachment A for consultation responses.	All comments were accepted.	
6	Interviews with public service program participants	Minorities Non-English Speaking - Specify other language: Spanish Persons with disabilities Non-targeted/broad community Seniors, minority groups, disabled persons	City staff conducted eight interviews with program participants from two CDBG-funded service providers. This information was used to gain a better understanding of needs in the community.	See Attachment A.	All comments were accepted.	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources - 91.420(b), 91.220(c)(1,2)

Introduction

The City of Rancho Cordova has been successful over the last several years at finding and applying for alternative funding sources to help meet affordable housing development needs. These sources have included tax credits, infrastructure infill grants, sustainable community grants, veterans housing grants, and, for the single-family owner-occupied housing rehabilitation program, CalHome funding. The City has also pursued other State of California housing funds whenever they seemed appropriate. The City will continue to expand its funding sources by researching and seeking additional funding opportunities.

Additionally, in the 2020 program year, the City received \$373,379 in Round 1 CDBG-CV funding and \$487,938 in Round 3 CDBG-CV funding to prevent, prepare for, and respond to the coronavirus pandemic. At the time of this plan's drafting, the City has allocated the majority of Round 1 CDBG-CV funds to projects and programs, which are underway and will be completed by January 1, 2021. Round 3 allocations are included in this

2021 AAP; however, activities and amounts will be allocated at a future time. The City plans to allocate Round 3 funds in early 2021 towards additional CDBG-CV projects and programs and, as directed by the City's Citizen Participation Plan, will amend the 2021 AAP and notify HUD accordingly at that time.

The City receives approximately \$300,000 in HOME funds through lead agency County of Sacramento. The City does not currently receive ESG or other HUD funds directly from the federal government or from the State of California.

The City anticipates receiving approximately \$600,000 in CDBG funding for the 2021 plan year. This anticipated allocation is based on prior year entitlement allocations that the City has received from HUD and is only an estimate. This Annual Action Plan contains *draft* award amounts for each activity that is proposed to be selected for funding during the 2021 program year. The final allocation amounts will be selected based on City Council's recommendations, a competitive application scoring process, and the contingency provisions outlined later in this plan. For a detailed description of explanations behind draft allocations, refer to section AP-35.

Anticipated Resources

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Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of Con Plan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	Public-federal	Admin and Planning Housing Preservation Public Improvements Public Services	\$600,000	\$0	2019 Plan/Admin & Public Services: \$91,473 Public Infrastructure Rollover: \$310,561 2020 Rollover: Unknown until end of PY 2020	Appx. \$1,002,034	\$1,800,000	The City receives approximately \$600,000 in CDBG funds each year of the five-year Consolidated Plan cycle (appx. \$3,000,000 total). The City will utilize approximately \$402,034 in prior year resources (estimate excludes 2020 roll-over). After receiving the estimated \$600,000 for the 2021 CDBG allocation, an estimated \$1,800,000 will be received for the remainder of the Consolidated Plan cycle. The City anticipates receiving no program income at this time. All prior year resources reported are left over from planning and administration activities and public service projects from the shortened 2019 program year and will be reallocated in the 2021 program year. 2020 prior year resources will not be known until the end of the 2020 program year in December 2020.
CDBG-CV	Public-federal	Admin and Planning Housing Preservation Public Improvements Public Services	\$487,938	0	Round 1 Rollover: \$4,150	\$492,088	\$0	To prevent, prepare for, and respond to coronavirus, the City received \$487,938 in Round 3 CDBG-CV funding. A total of \$4,150 of unallocated Round 1 CDBG-CV funds will be rolled-over into the 2021 program year.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

Federal funds require additional regulation, labor compliance standards, and administration that can add a significant cost burden to a new affordable housing project or a rehabilitation project. Unless the available funding sufficiently offsets the additional cost and labor burden inherent in federal funds, it can actually be damaging to a project budget to include CDBG or HOME as funding sources. For new construction and large-scale rehabilitation of affordable housing, the City prefers to pursue funding that does not significantly increase the building cost, unless there are sufficient federal funds to benefit the project's bottom line. The CDBG allocation to the City does not add sufficient value to offset the increased costs for most of the City's affordable housing development efforts. Therefore, the City focuses CDBG funding either on projects that are already burdened with federal reporting requirements or on projects where there is no other viable funding source and the project can be completed with the available CDBG funding. The City's CDBG program does not have any matching requirements.

With respect to public service projects funded with CDBG funds, to best leverage the City's available resources, the City will continue to look for opportunities to layer private and non-federal resources with federal resources and to require that CDBG subrecipients demonstrate sufficient committed non-CDBG funding, so that projects and services will have the best results for the community and the low- and very low-income residents they are intended to serve. These sources include tax credits, infrastructure infill grants, sustainable community grants, veterans housing grants, and, for the single-family owner-occupied housing rehabilitation program, CalHome funding. The City has also pursued other State of California housing funds whenever appropriate.

If appropriate, describe publicly owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

The City currently owns two properties that remained with the City through the dissolution of redevelopment in 2011 and 2012; however, only one of these properties is programmed for affordable housing. The City also has a 99-year lease on 3.69 acres of land adjacent to the VOA-run Mather Community Campus on the now-decommissioned Mather Air Force Base. The land has been dedicated to the Mather Veterans Village project, which offers 100 affordable units for homeless and disabled veterans and their families and up to 60 transitional housing beds for homeless veterans, including those with drug addictions or mental illnesses.

The City uses publicly owned land and property to support CDBG-funded administrative, planning, and project activities. The City also uses City cars, which are used for the CDBG-funded code enforcement and rental housing inspection activities to transport the code enforcement officers to the sites that are being inspected. Additionally, City Hall equipment is used to administer the day-to-day activities of planning and administration for the CDBG program.

The Folsom Cordova Community Partnership uses public school district property to hold mentor initiative classes for its youth programs, while the Meals on Wheels Senior Nutrition program uses the City's Senior Center, which is owned by the Park District, to provide hot meals to seniors. In the future, the City plans to use City-owned property to build affordable housing developments.

Discussion

The City intends to use CDBG funds to support programs and projects that can best benefit from the additional funding. Because the City's CDBG allocation is limited, the City plans to complete the costlier housing improvements and production through partnerships and the use of alternative funds.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives - 91.420, 91.220(c)(3)&(e)

Goals Summary Information

Table 6 – Goals Summary

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Child and Youth Services	2020	2024	Non-Homeless Special Needs	Citywide	Youth Services and Programming COVID-19 Preparation, Prevention, and Response	2021 CDBG Allocation: \$43,699 (FCCP) 2019 Rollover: \$62,414 (B&G Club) Total: \$106,113	Public service activities other than Low/Moderate Income Housing Benefit: Folsom Cordova Community Partnership will benefit an estimated 120 individuals through youth mentoring services Boys and Girls Club will benefit an estimated 100 individuals through their Club Connect program

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
2	Senior and Disability Services	2020	2024	Non-Homeless Special Needs	Citywide	Senior and Disability Services COVID-19 Preparation, Prevention, and Response	2021 CDBG Allocation: \$11,124 2019 Rollover: \$29,059 Total: \$40,183	Public service activities other than Low/Moderate Income Housing Benefit: Meals on Wheels will benefit 100 individuals by providing food to seniors Resources for Independent Living will benefit an estimated 5 households with outreach and case management for residential accessibility improvements

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
3	Homeless Prevention	2020	2024	Affordable Housing Homeless Non-Homeless Special Needs	Citywide	Homeless Shelter/Housing Homelessness Prevention	2021 CDBG Allocation: Appx. \$42,377	Public service activities for Low/Moderate Income Housing Benefit: SSHH Renters Helpline: 450 Individuals SSHH Housing Counseling: 150 Households SSHH Fair Housing Services: 25 Households
4	Public Infrastructure	2020	2024	Non-Housing Community Development	CDBG Target Area	Public Infrastructure Improvements	2021 CDBG Allocation: \$100,000 Prior Year Rollover: \$310,561 Total: \$410,561	Public facility or infrastructure activities other than Low/Moderate Income Housing Benefit: Public Works Sidewalk ADA Improvements will benefit approximately 2,000 individuals with accessibility improvements

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
5	Housing Preservation Program	2020	2024	Affordable Housing Non-Housing Community Development	CDBG Target Area Citywide	Acquisition & Rehabilitation	2021 CDBG Allocation: \$290,000	Homeowner Housing Rehabilitated: Rebuilding Together Sacramento will repair 10-15 housing units with its critical repair program Housing Code Benefit: The City's Code Enforcement Program will benefit 2,000 households through code enforcement About 1,600 households will benefit from the Rental Housing Inspection Program
6	Program Administration	2020	2024	Affordable Housing Homeless Non-Homeless Special Needs Program Administration	CDBG Target Area Citywide	Planning and Administration	CDBG: \$112,800	N/A

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
7	COVID-19 Preparation, Prevention, and Response	2020	2024	COVID-19	CDBG Target Area Citywide	COVID-19 Preparation, Prevention, and Response	CDBG-CV Round 1: \$4,150 CDBG-CV Round 3: \$487,938	Public Services Activities Other than Low/Mod Income Housing Benefit: TBD

Goal Descriptions

1	Goal Name	Child and Youth Services
	Goal Description	After-school programming, youth mentoring; school, health and food supplies; other services to assist at-risk and low-income youth
2	Goal Name	Senior and Disability Services
	Goal Description	Congregate and home-deliver meals for homebound seniors; case management and outreach for accessibility improvements; other senior and disability services
3	Goal Name	Homelessness Prevention
	Goal Description	Housing counseling, tenant-landlord mediation, housing placement services
4	Goal Name	Public Infrastructure
	Goal Description	Streetlights, ADA sidewalk improvements, traffic signals, crossing signals, crosswalks, ADA ramps to public right-of-way and public facilities, sewer/water/utility improvements
5	Goal Name	Housing Preservation Program

	Goal Description	Emergency repairs to address health and safety issues, accessibility improvements, maintenance assistance Rental housing inspections and code enforcement in CDBG target areas
6	Goal Name	Program Administration
	Goal Description	City staff will conduct planning and administration of its CDBG, CDBG-CV, and HOME grant funds, including reporting, monitoring, tracking budgets, labor compliance, environmental compliance, community engagement, and subrecipient coordination.
7	Goal Name	COVID-19 Preparation, Prevention, and Response
	Goal Description	CDBG eligible activities that prevent, prepare for, or respond to community impacts due to the COVID-19 pandemic.

AP-35 Projects - 91.420, 91.220(d)**Introduction**

The City anticipates HUD to allocate approximately \$600,000 in CDBG funds to the City for the 2021 program year. The funding allocations from HUD are usually announced in the spring of each year. Project applications were received and reviewed by an independent group, as well as by City staff. Each application was scored according to criteria that the City established as part of the Consolidated Plan process. Criteria included the organization's capacity to successfully complete projects and programs, past project management performance, CDBG funding eligibility, how closely the project matched with the National Objectives laid out by HUD, and how thoroughly the projects addressed the community needs identified in the Consolidated Plan. Please refer to **Attachment D** for a copy of the application scoring rubric and application questions.

The City plans to continue funding for health and safety related improvements to residents' homes, public infrastructure improvements for ADA accessibility, and public services activities with its CDBG funding, as there are relatively few other funding sources available to finance these activities. Within public services, the City prioritized activities serving seniors and youth, fair housing support, homelessness prevention, and activities that support the preparation, prevention, and response to the COVID-19 pandemic.

Funding amounts provided in the paragraphs and table below are only estimates, pending City Council approval, as well the announcement of final 2021 CDBG allocations in spring 2021. Once City Council approves this plan and the City receives final HUD awards, the estimated amounts in the "Project Summary" table below will follow the contingency guidelines outlined in the following paragraphs.

Contingency Guidelines:

Planning and Administration activities will receive 20 percent of the total 2021 CDBG allocation. All public service activities, except Meals on Wheels, will be fully funded based on the applicant's 2021 asked amount. Once the City receives the final allocation amount in spring 2021, any additional funds will be put toward Meals on Wheels until its project is fully funded at the asked amount identified in their application. If there are additional funds left over after completely funding Meals on Wheels, the remaining additional balance will be split between Folsom Cordova Community Partnership and Sacramento Self-Help Housing - Housing Counseling. If the final allocation is less than \$600,000, then public service projects will be proportionally decreased from estimated funding levels to match actual allocation amounts.

For housing preservation projects and public infrastructure projects, the City's three projects—Rental Housing Inspection, General Code Enforcement, and ADA Sidewalk Repair—will receive full funding at the draft amounts listed below; any overage will go to Rebuilding Together Sacramento's Critical Systems Repair Program. If the City receives less than the anticipated amount of funding, the Rental Housing Inspection, General Code Enforcement, and Sidewalk Repair projects will receive priority funding at the draft amounts listed below, and Rebuilding Together Sacramento will see reduced funds,

and subtract that from its draft allocation. For example, \$188,000 is the draft allocation for Rebuilding Together; if \$50,000 less is available, that amount will be subtracted from Rebuilding Together's draft allocation, for a total of \$138,000.

Funding amounts in the table below are based on scoring criteria from the submitted program applications, as well as staff recommendations. The Renters Helpline and Fair Housing Services activities are coordinated through a regional service contract.

#	Project Name
1	Housing Preservation Program
2	Public Services
3	Public Infrastructure
4	Planning and Administration

Table 7 – Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

Priorities are allocated first by need, second by the availability of sufficient resources to support a successful program or project, and third by the availability of local service providers to respond to the needs. The primary obstacle to addressing underserved needs is a shortage of resources, primarily funding.

AP-38 Project Summary

Project Summary Information

1	Project Name	HP-21 Housing Preservation Program
	Target Area	CDBG Target Area
	Goals Supported	Housing Preservation and Code Enforcement
	Needs Addressed	Acquisition & Rehabilitation
	Funding	CDBG: \$290,000 CDBG-CV-3: \$TBD
	Description	Rental housing inspections and code enforcement in CDBG target areas to find and correct code violations, and rehabilitation of low-income owner-occupied housing to prolong housing habitability.
	Target Date	12/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 3,600 households in the low-income CDBG target area will receive code/rental housing inspections; 18-22 housing units, primarily located in the CDBG target area, will receive roof and critical systems repair assistance from Rebuilding Together Sacramento.
	Location Description	Rental housing inspection and code enforcement activities will be conducted in the CDBG target area. Roof repairs will be provided to low-income homeowners citywide.
	Planned Activities	Rental Housing Inspection Program – \$51,000 – Inspect rental units for health and safety violations. (1,600 households) Code Enforcement Program – \$51,000 – General code enforcement to support the health and safety of the community. (2000 households) Rebuilding Together Sacramento – \$188,000 – Roof and critical repairs to low-income households. (18-22 households) CV-Round 3 - \$TBD – The project and amount will be determined at a future time.

2	Project Name	PS-21 Public Services
	Target Area	CDBG Target Area
	Goals Supported	Homelessness Prevention Senior Services Youth Services
	Needs Addressed	Homeless Shelter/Housing Homelessness Prevention Youth Services and Programming Senior Services
	Funding	2021 CDBG Allocation: \$90,000 2019 CDBG Rollover: \$91,473 (Applied to public service activities that support response to COVID-19; Not included in 15% Public Service Cap) CDBG-CV-3: \$TBD Total 2021 Public Service Funding: \$181,473
	Description	Public services for youth, seniors, and persons and households at risk of homelessness and/or in need of accessibility repairs
	Target Date	12/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 400 low-income persons will benefit from youth and senior targeted public services from Folsom Cordova Community Partnership, Meals on Wheels, and the Boys and Girls Club; and 605 households will benefit from housing public services from Sacramento Self-Help Housing and outreach for residential repairs from Resources for Independent Living.
	Location Description	Citywide

	Planned Activities	Folsom Cordova Community Partnership– \$43,699 – Group Mentoring Initiative – Provide youth support and improve community involvement through intensive one-on-one youth mentoring. (120 individuals) Meals on Wheels: Senior Nutrition Program – \$34,183 (2021 CDBG Allocation: \$5,124 + 2019 Rollover: \$29,059) – Take hot meals or frozen heat-and-serve meals to homebound seniors and provide lunch to seniors at the Cordova Senior Center. (180 individuals) Sacramento Self-Help Housing: Housing Counseling– \$25,277– Provide housing counseling and support services to residents who are at risk of homelessness, or who are already homeless, to aid them in securing stable housing. (150 households) Sacramento Self-Help Housing: Renters Helpline – Appx. \$9,900– Respond to requests from Rancho Cordova residents who are in danger of becoming homeless due to conflicts with their landlord or property manager and are seeking assistance. Provide fair housing referrals for households potentially experiencing discrimination. (450 households) Resources for Independent Living: Home Modification Assistance Program - \$6,000 – Provide outreach and coordination for disability related home modifications to households in Rancho Cordova. (5 households) Boys and Girls Clubs of Greater Sacramento: Club Connect Program – (2019 Rollover) \$62,414 – Supply Club Connect Kits each week to low-income youth and families that are in need of assistance. (100 individuals) CV-Round 3 - \$TBD – The project and amount will be determined at a future time.
3	Project Name	PI-20 Public Infrastructure
	Target Area	CDBG Target Area
	Goals Supported	Non-Housing Community Development
	Needs Addressed	Public Infrastructure Improvements

	Funding	CDBG: \$100,000 Prior Year Rollover: \$310,562 CDBG-CV-3: \$TBD Total: \$410,562
	Description	Streetlights, ADA sidewalk improvements, traffic signals, crossing signals, crosswalks, ADA ramps to public right-of-way and public facilities, sewer/water/utility improvements
	Target Date	12/31/2021
	Estimate the number and type of families that will benefit from the proposed activities	Approximately 2,000 individuals will benefit from improved ADA access in the City.
	Location Description	CDBG Target Area
	Planned Activities	ADA Sidewalk Repair Program – \$100,000 Prior Year Rollover: \$310,562 – Remove and replace damaged curbs, gutters, and sidewalks, and replace sidewalk ramps to meet current ADA standards throughout the City. CV-Round 3 - \$TBD – The project and amount will be determined at a future time.
4	Project Name	PA-20 Planning and Administration
	Target Area	CDBG Target Area
	Goals Supported	Planning and Administration
	Needs Addressed	Planning and Administration
	Funding	CDBG: \$120,000 CDBG-CV-3: \$TBD
	Description	General administration of the CDBG program, including all planning and reporting activities. Some fair housing services will also be provided.

Target Date	12/31/2021
Estimate the number and type of families that will benefit from the proposed activities	Provide administration and support for all CDBG programs, including all planning and reporting activities.
Location Description	Citywide
Planned Activities	Provide general administration of the CDBG program, including all planning and reporting activities. Complete 2021 CAPER. Monitor all programs and projects. Planning and Administration: \$112,800– General CDBG program administration and planning. Fair Housing Services: \$7,200– Provide fair housing services to residents by responding to inquiries of illegal housing discrimination and investigating discrimination complaints. CV-Round 3 - \$TBD – The project and amount will be determined at a future time.

AP-50 Geographic Distribution - 91.420, 91.220(f)**Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed**

Geographic distribution of activities is widely varied, but most take place in or near low- and moderate-income areas. As seen on the attached CDBG Target Area map (**Attachment E**), the CDBG target area is dispersed throughout the City, allowing for a spread of eligible activities. The specific location of an activity largely depends on the type of activity. Some of the City's 2021 activities, such as the programs administered by Meals on Wheels, Folsom Cordova Community Partnership, the Boys and Girls Club, and Sacramento Self-Help Housing, are able to serve populations across the entire City, while other projects and programs are located in and provided to populations in the CDBG target area. The ADA Sidewalk Improvement Project, Rental Housing Inspection Program, Code Enforcement Program, and Rebuilding Together Sacramento will take place in the City's designated CDBG target areas.

Geographic Distribution

Target Area	Percentage of Funds
CDBG Target Area	79
Citywide	21

Table 8 - Geographic Distribution**Rationale for the priorities for allocating investments geographically**

Three activities are prioritized in the CDBG target area: the ADA Sidewalk Improvement Project, Rental Housing Inspection Program, and the Code Enforcement Program. These activities use a geographic boundary to identify which areas are eligible for infrastructure repair and track the number of units inspected, new cases opened, violations cleared, and staff hours spent in addressing housing problems in the CDBG target area.

Discussion

The City strives to make all of its programs and activities available to eligible low- and moderate-income residents regardless of gender, race, national origin, age, source of income, familial/marital status, religious affiliation, or disability. As a result, all public service programs, including senior services, youth services, and housing counseling, will be available to residents citywide. Significant additional funding will also be used in the low- and moderate-income areas, as needed, for capital projects and programs. Because much of the existing city is in the CDBG target area, providing capital infrastructure improvements and housing preservation services in the CDBG target area allows a significant portion of the City to receive improvements. Similar services are provided to neighborhoods outside the target area, which are funded via other funding sources.

AP-75 Barriers to affordable housing -91.420, 91.220(j)**Introduction**

According to the 2020-2024 Sacramento Valley Analysis of Impediments, some of the most significant barriers to affordable housing across all jurisdictions are:

- Segregation, which is manifested in disproportionate housing needs and differences in economic opportunity
- An increasingly limited supply of affordable rental housing units in the area
- Disparities in the ability to access homeownership
- An increase in stricter rental policies

One obstacle in meeting the needs of low-income residents specific to Rancho Cordova is the lack of available resources for services within the City's boundaries. Many services are located in the City of Sacramento or Sacramento County unincorporated areas, which are not conveniently accessible for the residents of Rancho Cordova. Additionally, local services often do not have sufficient capacity to meet current needs. To help ameliorate this obstacle, 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 continue to work with area service providers to offer services in the community. In the 2021 program year, several organizations (including Sacramento Self-Help Housing, Boys and Girls Clubs of Greater Sacramento, Resources for Independent Living, Meals on Wheels, and Folsom Cordova Community Partnership) will provide services in Rancho Cordova.

The City has provided services and worked to offer housing opportunities to underserved groups, including individuals experiencing homelessness and veterans with disabilities. The City continues its active participation in County efforts, the Mather Veterans Administration Hospital, and service provider initiatives to locate and develop a continuum of housing opportunities for disabled veterans.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City has undertaken a number of actions to reduce potential barriers and constraints to affordable housing and housing for special needs populations. These actions include identifying funds in support of affordable housing development and offering fee reductions, regulatory incentives, density incentives, and the operation of a home rehabilitation and repair program, as well as several other options. These can be found with additional detail in the City's 2013–2021 Housing Element. The Housing Element includes a thorough analysis of governmental and regulatory barriers to affordable housing. The City has been aggressive in pursuing affordable housing development opportunities and has mitigated regulatory barriers as effectively as possible.

Discussion

The City's 2013–2021 Housing Element includes a thorough analysis of governmental and regulatory barriers to affordable housing. The City has been aggressive in pursuing affordable housing development opportunities and has mitigated or eliminated almost all regulatory barriers as effectively as possible.

DRAFT

AP-85 Other Actions - 91.420, 91.220(k)**Introduction**

The Community Development Department will be responsible for the management, implementation, and monitoring of the Consolidated Plan documents, including the implementation of each year's Annual Action Plan.

City staff will administer the programs and activities funded with CDBG funds. These staff members will work with the individual City departments, such as Public Works, as well as partner districts, such as the Folsom Cordova Unified School District, to develop procedures and coordinate the administration of programs that will be carried out by these departments and districts. Designated staff will also work closely with the local providers of CDBG-funded services and programs.

While there are several constraints to meeting the needs of target-income residents, the primary obstacle is the lack of available resources for services within the City's boundaries.

Actions planned to address obstacles to meeting underserved needs

The need for affordable housing for lower-income households and supportive housing for persons with special needs continues to exceed available resources. The City has provided services and worked to offer housing opportunities to underserved groups, including individuals experiencing homelessness and veterans with disabilities. The City continues its active participation in County efforts, the Mather Veterans Administration Hospital, and service provider initiatives to locate and develop a continuum of housing opportunities for disabled veterans.

The City also 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 continue to work with area service providers to offer services in the community. In the 2021 program year, several organizations including Sacramento Self-Help Housing, Folsom Cordova Community Partnership, Resources for Independent Living, Meals on Wheels, Boys and Girls Clubs of Greater Sacramento, and Rebuilding Together Sacramento will provide CDBG-funded services in Rancho Cordova.

Actions planned to foster and maintain affordable housing

According to the City's 2013–2021 Housing Element, 17 housing developments in Rancho Cordova provide subsidized housing, with a total of 1,585 low- and very low-income units. Subsidized units account for approximately 7 percent of the total housing stock. The City does not have its own local housing authority. Affordable housing initiatives and properties are largely handled directly by the SHRA. The remainder of the affordable housing units that are not operated and overseen by SHRA are operated by various local nonprofits. The most prominent of these is VOA, which operates the Mather Community Campus transitional housing program, and Mercy Housing, which operates the 100 units of

permanent supportive housing at the Mather Veterans Village.

The City has undertaken a number of actions to reduce potential barriers and constraints to affordable housing and housing for special needs populations. These actions include identifying funds in support of affordable housing development and offering fee reductions, regulatory incentives, density incentives, and the operation of a home rehabilitation and repair program, as well as several other options. These can be found with additional detail in the City's 2013–2021 Housing Element. The Housing Element includes a thorough analysis of governmental and regulatory barriers to affordable housing. The City has been aggressive in pursuing affordable housing development opportunities and has mitigated regulatory barriers as effectively as possible.

Actions planned to reduce lead-based paint hazards

The City complies with the Residential Lead-Based Paint Hazard Reduction Act of 1992 as implemented in 24 Code of Federal Regulations (CFR) 35 Subpart B. Compliance includes the following strategies:

Housing Rehabilitation: All housing rehabilitation activities funded under this plan will assess lead hazard risk before proceeding, including the planned Emergency Repair Grant Program. This applies to any work on structures constructed prior to January 1, 1978. The work will comply with the appropriate level of protection indicated in 24 CFR 35.100.

All work on homes constructed prior to January 1, 1978, will have a lead hazard risk assessment conducted as described in 24 CFR 35.110.

At the completion of any prescribed lead hazard reduction activities, a clearance examination is required as described in 24 CFR 35.110.

Actions planned to reduce the number of poverty-level families

The City continues to fund public services intended to help poverty-level families. The City's anti-poverty strategy is based on revitalizing Rancho Cordova's existing housing stock to provide safe and decent places to live, and on supporting the services of social services agencies that promote income and housing stability. The City's strategy also includes supportive services for target-income residents, including senior and youth services. For example, the City continues to fund Sacramento Self-Help Housing, as Sacramento Self-Help Housing provides vital services and resources to families who are homeless or are at risk of homelessness.

The City continues to fund other anti-poverty programs, such as the Senior Nutrition program offered by Meals on Wheels. Additionally, the City funds the Folsom Cordova Community Partnership's Group Mentoring Initiative. This program supports youth and enhances community involvement through intensive one-on-one youth mentoring to help improve economic opportunities for low-income youth in Rancho Cordova.

The City uses non-federal funds to support many programs and projects, such as job training, through the Community Enhancement fund. In the 2021 program year, multiple programs will receive funding from both CDBG funds and Community Enhancement funds; those programs include Meals on Wheels, Rebuilding Together Sacramento, the ADA Sidewalk Improvement project, and Folsom Cordova Community Partnership Group Youth Mentoring Initiative.

Actions planned to develop institutional structure

The City has developed a monitoring system to ensure that the activities carried out in furtherance of the Annual Action Plan are done so in a timely manner in accordance with the federal monitoring requirements of 24 CFR 570.501 and 2 CFR 200 and all other applicable laws, regulations, policies, and sound management and accounting practices. The objectives of the monitoring system are described in more detail in the Consolidated Plan.

The City's Community Development Department will be responsible for the management, implementation, and monitoring of the Consolidated Plan documents, including the Annual Action Plan and all other subsequent documents related to the implementation of the CDBG program.

City staff will administer the programs and activities funded with CDBG funds. These staff members will work with the individual City divisions, such as Public Works, as well as partner districts, such as Folsom Cordova Unified School District, 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.

Actions planned to enhance coordination between public and private housing and social service agencies

Staff has continually strived to provide training opportunities and technical assistance to grant subrecipients and has worked to establish "best practices," with the goal of integrating them into the day-to-day and long-term implementation of the program. In addition, the City is continuing its initiative to coordinate activities with neighboring cities, especially in regard to responding to fair housing-related efforts. Coordinated efforts include joint monitoring of common service providers, standardizing reporting requirements to encourage efficiency and consistency, and sharing information from workshops.

During the 2021 program year, the City will implement contracts with local service organizations and City departments that provide assistance to seniors, youth populations, households at risk of homelessness, public improvements, and housing preservation. City staff and City Council have realized the continuing need for these services and have instituted the multi-year contracts to provide continuity of services and help reduce administrative burden.

In addition, in the 2017-18 program year, the City and surrounding jurisdictions pursued a regional

Analysis of Impediments to Fair Housing Choice (AI). The City entered a Memorandum of Understanding with the SHRA, and neighboring jurisdictions including the cities of Citrus Heights and Elk Grove, to cost-share the fees to conduct an AI. The AI was completed in the fall of 2019 and the results are utilized by each participating agency for their respective Consolidated and Annual Action Plans, and for the SHRA's Public Housing Authority and Capital Fund Plans.

Discussion

The City will continue its work with neighboring jurisdictions, such as the County of Sacramento, City of Sacramento, City of Citrus Heights, and City of Elk Grove, and agencies such as the SHRA and the Sacramento Area Council of Governments, to address the regional issues that affect the needs of target-income persons and special needs populations. The goal in this effort is to reduce the burden of providing services within each jurisdiction through CDBG funding. The City also intends to work directly with service providers and local, state, and federal agencies (e.g., HUD and the California Department of Housing and Community Development).

Program Specific Requirements

AP-90 Program Specific Requirements - 91.420, 91.220(I)(1,2,4)

Introduction

The City does not expect to receive any program income in the 2021 program year, nor does the City have any plans to participate in the Section 108 program. The City does not have any outstanding Section 108 loans and plans to fully obligate all of its CDBG funding available in the 2021 program year.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan.	0
5. The amount of income from float-funded activities	0
Total Program Income	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 60% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	80.00%

Discussion

The City will continue to work to make the most efficient and effective use of CDBG funds to ensure that the benefit to the community, and particularly to low- and moderate-income households, is realized.

Appendix - Alternate/Local Data Sources

DRAFT



Rancho Cordova Community Development Block Grant (CDBG) Program – Stakeholder Consultations

Cordova Community Council

TOPIC: NONPROFIT SERVICES (Social Services)

Questions:

Homeless:

Does your organization offer services that compliment local homeless services? If so, what are the services your organization offers?

We do not offer direct services for homeless individuals. We do encounter them a lot at community events, at the MACC (Mills Station Arts and Culture Center) and at our property at 2300 Mineshaft Lane. Through our many member organizations and our affinity groups (RC Athletic Association, Interfaith Council, etc.) we do receive a lot of feedback on (1) efforts to provide food for hungry individuals and (2) services to very low income families, for example, fee payment for children to play Little League. The Interfaith Council has tried to address this by supporting the HART Winter Shelter program and assisting the Rancho Cordova Food Locker and other feeding programs. Cordova Community Council does not consider our organization to be a homeless service organization, however we cannot escape the impacts homeless populations have on our community and assist our member organizations in their efforts.

Housing:

Does your organization offer services that compliment local housing services? If so, what are the services your organization offers?

We work through non-profit organizations like the Folsom Cordova Community Partnership and Interfaith Council to be a connector for groups wishing to provide services like home repairs for low income individuals. We are not a direct provider, rather we are a collaboration tool that matches those who want to help with those who need help.

Internal Challenges:

As a service provider, list your agency's biggest challenges (internally) to providing needed services to client? (i.e. minimal grant funds available; staff turn-over, etc.)

In general, our organization runs smoothly. The COVID 19 pandemic is causing hardships as we are unable to bring the community together physically, which is what we do. This has caused us to think more creatively. While we have weathered the storm thus far, we expect 2021 will be difficult as we tap into reserves as sponsorships have plunged.

What we have seen, however, is that private and business funders are looking for ways to have direct impacts to respond to COVID-19 hardships, which should benefit direct service organizations who tend to homeless and very low income individuals. We are working with our members who do provide social services to help them get the resources they need to provide the direct care. What we do observe is that smaller businesses and most non-profit organizations do not have the band-width to interpret and met complex application processes and often do not have the financial reports and accounting procedures in place to take advantage of these funding opportunities, so they just pass.



Rancho Cordova Community Development Block Grant (CDBG) Program – Stakeholder Consultations

External Challenges:

As a service provider, list your agency's biggest challenges to providing needed services, as it relates to your clients? (i.e. clients have multiple and too many problems; client has limited resources to access resources)

This is difficult to answer, as we do not provide client services. Our clients are the non-profit organizations responding to these needs. My observation is that challenges fall into some general categories: immigrant populations have a basic distrust of authority; the lack of in-person school activity has severed an important resource for poor families with children; and mental illness among this population is rampant so interventions are really difficult. Our own organization is not equipped to handle the chronic homeless problems we see at the MACC and Mineshaft locations because the clientele is either unable or unwilling to engage with us in a positive way. For example, at the Mineshaft, we have left many outdoor outlets "live" so they can charge phones, etc. Instead, they choose to tear them apart to hotwire them. We usually look to Rancho Cordova's HOT team for help. We also observe that most people are unaware the HOT team exists, which seems like an easy enough fix. There are a lot of community pathways for that.

New Programs:

What new programs/services would you like to see brought to City of Rancho Cordova to assist its residents?

I think continued efforts to clean up blight, improve roads and provide citizens with reasons to be proud will attract families who will be willing to invest in the long term improvement of Rancho Cordova because they see it is in their best interest. Making sure that Rancho Cordova has the same amenities as surrounding cities will be important for that. So replacing the pool in Hagan Park and building a great convening area at Mills Crossing are part of that effort. More bold moves will be needed to get where we need to go.

Improvement:

What opportunities for improvement do you see in existing programs?

Providing more opportunities for kids in the community has always been a need here. Finding ways for poor kids to enjoy some of the amenities that are available in order to surround them with wholesome activity should pay off in the future. I hope our future youth center can be a great response to that need. Middle class kids' parents can access amenities elsewhere, but it would be better if they could do it here in Rancho Cordova.

Needs:

What do you see as the biggest needs in the low-income community?

The home lives of many of our young people is horrible, due to drug abuse, alcohol abuse, and poverty. It also appears that there is a need to find solutions for elderly residents who cannot afford existing assisted living opportunities and struggle to take care of themselves.

There is a culture of poverty in some parts of the city. There are a lot of tools to address problems like hunger and even medical care, but the culture of poverty continues. Certainly, mentoring and alternative for youth are important, and finding ways to care for seniors is also important.



Rancho Cordova Community Development Block Grant (CDBG) Program – Stakeholder Consultations

I personally believe if the community is well-balanced with strong civic organizations, strong churches, and healthy parent organizations in the schools, with fun, healthy things to do, the community can do a better job of taking care of these needs. Families are more invested and able to care for themselves and are organized to help others. While advances have been made in providing housing types that attract these groups to our city, the growth of the divide between “old” and “new” Rancho Cordova continues, keeping the north side of the city out of balance. A lot of great families there simply give up and bail out as their kids reach middle and high school, continuing the cycle. They need more reasons to stay – thus the importance of amenities mentioned at the top.

Folsom Cordova Community Partnership

TOPIC: YOUTH

Questions: (Please answer specific to Rancho Cordova when possible, and if not, then specify that it applies to different area)

1. What are the most essential a) educational needs and b) social service needs of the youth population?

A) Educational Needs

Currently, financial empowerment education, financial literacy. Learning about how to manage money. Using financial institutions for benefit. How to build credit. Stay out of debt.

Adulting education. What you need to know to be a productive adult, once we graduate highschool.

How to navigate social resources. What services are out there, how to access them. Places for connection points for youth.

B) Social Services

Mental health access. In FCCP programming, have had multiple critical incidents of ideations of suicide, depression. Comes back to not knowing how to navigate services.

Due to culture/language barriers, some feel isolated.

Not enough adult/peer relationships in their lives.

Having enough resources in family to care for family. Youth feel like they need to contribute instead of just being youth. Food access, housing access. Basic needs. That stress is felt by youth.

2. What are the major challenges facing the youth population in Rancho Cordova today?

Financial education, families not having enough resources. Pressure from needing to provide for family. Social isolation and teen suicide. Relationships on how to understand adulting. See above.

3. What percentage of youth do you believe are homeless in Rancho Cordova?

Defer question to the School District. Tracks number for students.



Rancho Cordova Community Development Block Grant (CDBG) Program – Stakeholder Consultations

4. Do Rancho Cordova's social services meet the needs of the youth population? Please explain why.

Doing best to provide support. There are areas that need more resources. Mental Health resources. There are additional opportunities for city if they want to fund. The City has invested in intramural sports. Before/after school programs. Mentor programs. Matter of making it known so referrals can be made

5. Does Rancho Cordova contain sufficient educational, social, and development services for youth at all income levels, particularly low-income? Please explain why.

See above.

6. What services does your agency provide to Rancho Cordova's youth? Does your organization work together with any other local organization?

Currently offer mentoring services to youth in junior high/high school. Offer youth career center activities for Cordova and Kenny high schools and adult school campus in rancho. Walnut wood high school for youth that are pregnant who are parenting while going to school.

Abraham Lincoln elementary school – financial empowerment education. And at Youth career center.

Refugee youth mentoring program. Connect new arrival youth to positive adults to help navigate integrating in community.

Out of school youth. Offers youth who are not attending school (drop out or graduate) to help explore careers, resume building, interview skills. GED support or HS diploma. Work experience for resume building.

Adult school, working with graduates to provide employment services. Identify youth that are completing education and also want to do job development opportunities.

New program. Received grant from sierra health foundation. Youth justice diversion work with young men of color, primarily black. Who experienced juvenile justice system or trouble with school police.

Folsom Cordova Community Partnership TOPIC: SOCIAL SERVICES

Questions:

Homeless:

Does your organization offer services that compliment local homeless services? If so, what are the services your organization offers?

Yes. Provide a myriad of services. Services for individual who have basic needs.

Eviction prevention.

Utility assistance

Emergency shelter funding

Emergency food supplies



Rancho Cordova Community Development Block Grant (CDBG) Program – Stakeholder Consultations

Clothing closet

Families with children, home visitation program

Parent education

Employment services – available to homeless population. Job search, resume building

Case management

Youth activities – homeless youth have access

Job center – family self-sufficiency. Designed for homeless or at risk of homeless. Provides case management and support to help stabilize housing

Housing:

Does your organization offer services that compliment local housing services? If so, what are the services your organization offers?

Yes. See above. Family resource center is available for Sacramento Self Help Housing to hold appointments for Rancho Cordova residents.

Homeless liaison, Gabby. Holds appointments with program participants/homeless residents.

Internal Challenges:

As a service provider, list your agency's biggest challenges (internally) to providing needed services to client? (i.e. minimal grant funds available; staff turn-over, etc.)

Biggest challenge is funding needed to offer enhance/expand services

Finding space. Currently in locations that are viable to community but would be good to have own building to operate everything.

Technology. Not a lot of funding to dedicate to technology that could enhance work or connect organization better. Ex. No internal server or place to store documents. Looking into cloud based server.

Resources for marketing services. No marketing budget. Need to advertisement.

External Challenges:

As a service provider, list your agency's biggest challenges to providing needed services, as it relates to your clients? (i.e. clients have multiple and too many problems; client has limited resources to access resources)

Barriers: transportation barriers. Not having ability to get to services. Too many barriers that are overwhelming. Do not know where to start. Want individuals to come to job center to get help with navigation.



Rancho Cordova Community Development Block Grant (CDBG) Program – Stakeholder Consultations

Not enough services, especially around housing. People having challenges with finding housing, just because they seek resources doesn't mean they'll get them.

Not knowing how to navigate services/ finding access to services.

A lot of new people seeking services because of COVID-19.

"The New Poor" Individuals living paycheck to paycheck. And now they don't have it anymore.

New Programs:

What new programs/services would you like to see brought to City of Rancho Cordova to assist its residents?

Affordable housing resources. Not an issue that will be going away any time soon. .

More resources is always beneficial.

Mental health resources.

Enough providers for mental health

Safe spaces for youth to engage.

Safe places for seniors to engage

Resources for community members for job training/support/employment development for jobs in community so they don't have to leave community to work.

Folsom Cordova Unified School District TOPIC: YOUTH & HOUSING

Questions:

Terms:

Unaccompanied youth - a youth that is not in legal custody of their parent

Unsheltered Homeless – individuals who sleep in places not traditionally meant for habitation (i.e. car, box, outside)

Sheltered Homeless – individuals who are sleeping in an emergency or temporary shelter that is suitable for living

Housing problems: *What are the most common housing problems in Rancho Cordova? (Ex: Overcrowding, cost burdened, lacking complete plumbing, lacking the complete kitchen facilities)*

Cost for initial move-in and availability of emergency housing for families who have timed out of CalWorks.

Homeless needs: *What are the greatest needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth)?*



Rancho Cordova Community Development Block Grant (CDBG) Program – Stakeholder Consultations

Immediate emergency housing for families and unaccompanied youth and alternate programs for parents who have timed out of Calworks.

Newly homeless: *What are the characteristics and needs of 1) individuals and 2) families with children who are currently entering the homeless assistance system or appearing for the first time on the streets?*

-1. Individuals

-2. families with children - *Need to access same day emergency housing in Rancho Cordova.*

Housing Instability: *What are the specific housing characteristics that have been linked with instability and an increased risk of homelessness in Rancho Cordova? Ex: housing cost burden; overcrowding; substandard housing conditions; etc.)*

Each situation is unique and often complex. In some situations, an individual may lose their job, others struggle with mental health or substance abuse. Any number of situations can bring someone to the point of losing housing. Once housing is lost, it is usually cost of initial move in combined with a possible eviction that prolongs a homeless situation.

To the best of your knowledge, do renters experience these characteristics at greater occurrence than homeowners?

Renters

Housing Availability:

1. *Does the availability of housing units meet the needs of the population? Yes or **No**. Please describe how.*

2. *Describe the need for specific types of housing.*

More affordable housing is needed with access for those with evictions.

Housing Needs:

What do you think are the top five most needed housing types in the City of Rancho Cordova? Please use the options below, or if you have a housing type that is not listed, please list it. (1 being the greatest)

☐ New Construction - Multi-family

☐ New Construction - Single-family

☐ Affordable Single Family

3 ☐ Affordable Housing: Rental Units

☐ Affordable Housing: Homeownership

☐ Senior Housing

2 ☐ Transitional housing

1 ☐ Emergency Housing

ATTACHMENT A: Community Engagement – Stakeholder Consultations

ATTACHMENT 2



Rancho Cordova Community Development Block Grant (CDBG) Program – Stakeholder Consultations

5__ Large Family Housing __ Rehabilitation projects for existing housing

__ Farm-worker housing __ Accessible features added to existing housing

4__ Housing located near services and transportation
(for households without access to a personal vehicle)

Why did you select these housing types?

These are the most needed housing types for homeless families with children.

Barriers to Affordable Housing: What are the most significant barriers to affordable housing in the City of Rancho Cordova? In the County?

Initial cost to rent an apartment and former evictions.

Housing Problems and Instability:

What are the specific housing characteristics that have been linked with instability and an increased risk of homelessness in Rancho Cordova? Ex: housing cost burden; overcrowding; substandard housing conditions; etc.)

Job Loss or other situations causing loss of a rental unit and the inability to afford the initial cost to obtain another rental unit.

What are the most common housing problems in Rancho Cordova? (Ex: Overcrowding, cost burdened, lacking complete plumbing, lacking the complete kitchen facilities)

To the best of your knowledge, do renters experience these characteristics at greater occurrence than homeowners?

Yes

Homeless:

Does your organization offer services that compliment local homeless services? If so, what are the services your organization offers?

Our organization refers families of students in our school district to local homeless services.

New Programs:

What new programs/services would you like to see brought to City of Rancho Cordova to assist its residents?



Rancho Cordova Community Development Block Grant (CDBG) Program – Stakeholder Consultations

More emergency housing/transitional housing that can be accessed immediately and locally by families with children.

Improvement:

What opportunities for improvement do you see in existing programs?

Expand the role of the City Homeless Navigator to include assisting families who are sharing housing/staying in a motel.

Needs:

What do you see as the biggest needs in the low-income community?

Adequate emergency housing.

Questions: (Please answer specific to Rancho Cordova when possible, and if not, then specify that it applies to different area)

What are the most essential a) educational needs and b) social service needs of the youth population?

Educational Needs –

Free tutoring programs that will engage students after school

Social Services –

Teen Mentors

Meals on Wheels

TOPIC: SENIORS

Questions: (Please answer specific to Rancho Cordova when possible, and if not, then specify that it applies to different area)

1. What are the most essential a) housing needs and b) social service needs of the senior population?

A) Housing Needs

N/A

B) Social Services

N/A

2. What are the major challenges facing seniors in Rancho Cordova today?



Rancho Cordova Community Development Block Grant (CDBG) Program – Stakeholder Consultations

Access to affordable housing appropriate for seniors' needs (ie. one story, wide hallways and doorways to accommodate mobility devices, few steps/stairs)

3. What percentage of seniors do you believe are homeless in Rancho Cordova?

8-12%

4. Does Rancho Cordova's housing supply meet the needs of the senior population's housing needs? Please explain why.

Older adults are the most rapidly growing age group and therefore, our senior housing needs to increase to accommodate it. There needs to be a diverse selection of housing, not all want to live in a complex or senior neighborhood, there needs to be available homes on the market that fit the current and future needs of seniors. Also, future needs of the seniors need to be taken in account, they often have additional health needs/issues after downsizing/retiring.

5. Does Rancho Cordova contain sufficient housing for senior households at all income levels, particularly low-income? Please explain why.

Most homes are built to industry standards, which doesn't include options mentioned in #2 above that would make the lives of seniors much easier as they age. Incorporating those into the city's housing plan would be a good step into creating more housing units that serve everyone, not just seniors.

6. What services does your agency provide to seniors? Does your organization work together with any other local organization?

Home delivered meal service and café meal service (when Neil Orchard Senior Activity Center is open).

ONE Community Health

TOPIC: HIV/AIDS Service Providers

Note: Data/responses might not be specific to Rancho Cordova but from the County or Region. Whatever the geographic area, make sure to specify which area is being discussed

1. What characteristics describe the HIV/AIDS clients and the families you serve? What services do you offer?

Services Offered:

- Medical
- Dental
- Behavioral Health
- Case management
- Pharmacy
- Assistance for special needs
- Rental assistance
- HIV testing



Rancho Cordova Community Development Block Grant (CDBG) Program – Stakeholder Consultations

• Partner services (Help patient tell partner about HIV Positive status) • Substance Abuse treatment Demographics of Persons living with HIV/AIDS in Sacramento County 80 percent Men, 19 percent Women, 1 percent Transgender 24 percent African American, 16 percent Latino, 2 percent Other, 58 percent White
2. What is the approximate size of the population living with HIV/AIDS in Rancho Cordova? 5500 persons living with HIV in Sacramento County Main transmission methods: MSM (male to male sexual contact) and Heterosexual contact
3. If you provide homeless services, please list the services your agency provides to complement homeless services: Work with homeless, have homeless navigator for drug treatment, housing accommodation, food, health care, and ensuring compliance with HIV care
4. If you provide housing services, please briefly list the housing services that you provide residents. What do you believe are the most immediate housing needs for individuals with HIV/AIDS? Most important needs: Affordable housing.
5. As a service provider, list your agency's biggest challenges (internally) to providing needed services to client? (i.e. minimal grant funds available; staff turn-over, etc) Biggest challenge: Persons living with HIV/AIDS and comorbidities (substance abuse, mental health issues) - May mean they are unhealthy or won't adhere to medical plans. Sacramento county has very little mental health care services, which is a very important need.
6. As a service provider, list your agency's biggest challenges to providing needed services, as it relates to your clients? (i.e. clients have multiple and too many problems; client has limited resources to access resources) Answered in previous question.
7. What new programs/services would you like to see brought to City of Rancho Cordova to assist its residents? • Transportation is a barrier at times, Need improvements to transportation services. • More preventative information • Distribute PrEP (Pre-Exposure Prophylaxis) - Reduces transmission of HIV among HIV-negative individuals when combined with safer sex practice. There is no reason not to have PrEP as there are multiple ways to receive it at low or no cost. People just don't know about it. Unfortunately, probably under 1,000 people within the County are on PrEP. • Unable to get good data regarding prevalence/usage of PrEP
8. How many cases/ clients are you currently serving?



Rancho Cordova Community Development Block Grant (CDBG) Program – Stakeholder Consultations

About 2,800 persons living with HIV/AIDS across the County
 Zip Codes in Rancho Cordova are not HIV/AIDS hotspots, South Sacramento is.

Resources for Independent Living TOPIC: DISABLED POPULATION
Questions: (Please answer specific to Rancho Cordova when possible, and if not, then specify that it applies to different area)
1. What are the most essential a) housing needs and b) social service needs of the disabled population? A) Housing Needs <i>Affordable and accessible housing. Many times accessible doesn't get in, it must be both! No point of an affordable house if its not accessible. The existing housing stock in City is not fully accessible. Affordability make less than \$12,000 per year.</i> B) Social Services <i>Want same services as everyone else. Walkability, close to transportation.</i>
2. What are the major challenges facing persons with disabilities in your community today? <i>Lack of affordability. Many with disabilities are underemployed. How are we going to afford a livable home on a low wage. Living on social security.</i> <i>COVID – people with disabilities are disproportionately affected. Tend to be represented in low income and POC communities.</i> <i>Many with disabilities are not in community, but in nursing homes. How do we age in place so we aren't institutionalized in nursing homes.</i>
3. What percentage of disabled persons do you believe are homeless in Rancho Cordova? <i>Don't have City specific, but for Sac County. People who are chronically homeless are over-represented as chronically homeless. Chronically homeless/disabled are overrepresented.</i> <i>New shelter program – from River District to shelter. What about people in wheelchairs? Don't think about paratransit.</i> <i>Tinyhomes are good but definitely not accessible. Should be an ADA Access plan for people with disabilities, not just mental health.</i>
4. Does Rancho Cordova housing supply meet the needs of disabled persons' housing needs? Please explain why. <i>Not a lot of City specific information. County wide, important to</i>



Rancho Cordova Community Development Block Grant (CDBG) Program – Stakeholder Consultations

ADUs, Granny Units – how do we incentivize people to build accessible ADUs/detached units. Should invest for a mix of affordable/accessible housing.

Universal design – Design for greatest number of people to live in unit. Can be adaptive to seniors, persons with disabilities. People with disabilities are part of every group.

5. Does Rancho Cordova contain sufficient housing for households with disabled individuals living in them at all income levels, particularly low-income? Please explain why.

In general, people with disabilities at higher income aren't always thought about. Lowest of low get thought of, but middle income disabled people need to be thought of. Going back to Universal Design Ordinance.

6. What services does your agency provide to Disabled persons? Does your organization work together with any other local organization?

Planning for a collaborative "no wrong door". Formed MOUs, and ready to go. To provide home modifications. Need funding. READY to make it happen.

Need separate pool of funding to be more effective.

Resources for Independent Living

TOPIC: SENIORS

Questions: (Please answer specific to Rancho Cordova when possible, and if not, then specify that it applies to different area)

1. What are the most essential a) housing needs and b) social service needs of the senior population?

A) Housing Needs

In addition to persons with disabilities. Need care givers to age in place. A lot of seniors are middle class and on a fixed income – in order to access services, they may need to spend down their wealth to access. Making sure that people who aren't just the poorest can access care. The majority of people – there is a study that most care givers are family members. Respite for care givers.

Care giver referral program, but not enough to meet need. Huge aging boom by 2030.

A barrier to seniors, is that they don't want to be seen as disabled.

B) Social Services

2. What are the major challenges facing seniors in Rancho Cordova today?

Affordability of housing. Every municipality – seniors on fixed income can't afford rent. Right after COVID, 42 calls all being evicted cause they can't keep up with the rent. More rental assistance is important.



Rancho Cordova Community Development Block Grant (CDBG) Program – Stakeholder Consultations

Housing stock for where people can go. What are the unused housing opportunities? ADUs or rooms in homes. Very important.

3. What percentage of seniors do you believe are homeless in Rancho Cordova?

Senior population that is homeless is growing all over Sac County. According to PIT count, more senior homeless than during last PIT count.

4. Does Rancho Cordova's housing supply meet the needs of the senior population's housing needs? Please explain why.

No. Will not meet the boom we will have. If a senior has to give up driving, they won't have opportunity for amenities. Must be transit oriented. If not, social isolation.

6. What services does your agency provide to seniors? Does your organization work together with any other local organization?

Provide advocacy/resources to all parts of population. Housing search assistance – give list of affordable units. Do not have any housing as an organization. Care Giver referral list. Assistive devices/technology – for stroke. IPADs for communication after stroke. 200 assistive devices. Voice options program. Help secure them on a long term basis. Most popular program for seniors.

Advocate for livable/accessible communities. Not allowed to lobby because they have federal dollars. But do expert testimony on older adults/disabilities.

Sacramento Steps Forward

TOPIC: HOMELESSNESS

Questions:

Terms: (PC's quick definition)

Unaccompanied youth - a youth that is not in legal custody of their parent

Unsheltered Homeless – individuals who sleep in places not traditionally meant for habitation (i.e. car, box, outside)

Sheltered Homeless – individuals who are sleeping in an emergency or temporary shelter that is suitable for living

Homeless overview:

- a) *What are the "number of persons becoming" and the "number of persons exiting" homelessness each year (for each group)?*

Follow up with PIT Count. HMIS Data – Dashboard that is released in September.

- b) *What are the average number of days a person experiences homelessness, for chronically individuals/families, for families with children, veterans, and youth:*



Rancho Cordova Community Development Block Grant (CDBG) Program – Stakeholder Consultations

System performance measures. Do they break it down this way? 2019 performance measures that we can send you

Housing problems: *What are the most common housing problems in Rancho Cordova? (Ex: Overcrowding, cost burdened, lacking complete plumbing, lacking the complete kitchen facilities)*

Not able to answer. Lack of political will to approve housing opportunities.

Homeless needs: *What are the greatest needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth)?*

High percentage of unsheltered in pit. 75% unsheltered. Immediate need is to provide adequate sheltering and services. Housing is number one issue.

Newly homeless: *What are the characteristics and needs of 1) individuals and 2) families with children who are currently entering the homeless assistance system or appearing for the first time on the streets?*

Do not know off top of head. Digging into data into this currently.

PIT Count will have this data. What do they need to resolve homelessness? In PIT survey.

-1. Individuals

-2. families with children

At-risk of homelessness: *What are the characteristics and needs of Low-income individuals and families with children (especially extremely low-income) who are currently housed but are at imminent risk of either residing in shelters or becoming unsheltered?*

Point to PIT count. There is detailed information about subpopulations.

Previously Homeless: *Would you please discuss the needs of formerly homeless families and individuals who are receiving rapid re-housing assistance and are nearing the termination of that assistance?*

Needs are ability to increase income, ability to manage housing payment without subsidy. OR need permanent supportive housing because they are unable to overcome barriers.

Housing Instability: *What are the specific housing characteristics that have been linked with instability and an increased risk of homelessness in Lodi? Ex: housing cost burden; overcrowding; substandard housing conditions; etc.)*

Number of factors, financial hardship, lack of income, lack of employment, lack of resources: health care, childcare.

**Rancho Cordova Community Development Block Grant (CDBG) Program – Stakeholder Consultations**

Complications from physical health and mental health.

To the best of your knowledge, do renters experience these characteristics at greater occurrence than homeowners?

Yes. Haven't seen the foreclosures like in 2008, but this may change. Seniors with fixed income would have difficulty

Housing Availability:

3. *Does the availability of housing units meet the needs of the population? Yes or No. Please describe how.*

No. The data shows this.

4. *Describe the need for specific types of housing.*

In general, look to RHNA numbers to help. Not enough, low income housing being produced. Not growing enough senior.



**Rancho Cordova Community Development Block Grant (CDBG)
Program – Folsom Cordova Community Partnership -Program
Participant Interview**

The following interviews were completed by youth and their family members that participate in Folsom Cordova Community Partnership's youth mentoring program:

Please answer the following questions to the best of your knowledge.

1. What service(s) did you receive from Folsom Cordova Community Partnership?

When asked if she remembered the group and what it was, the youth responded that she did remember the group and that "It was very fun".

2. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?

The youth seemed to really enjoy the group and mentioned that she really liked it. She also mentioned "I haven't been in many clubs before, so it was nice" and that she made a lot of new friends in the group that she still talks to and is close with to this day.

3. Describe the communication between the Folsom Cordova Community Partnership and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?

The youth mentioned that she did not have any questions about the group, but did say that initially she "wasn't sure what it was called or what it was entirely about at first" and due to so, her mother was also unsure of if there was a group she was in. The mother confirmed this and said it was due to the name of the group being vague. However, she also mentioned that when she asked the Partnership this question, that she received a timely response and understood what the group was for and what it was after asking more about it.

4. Has the service you received impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?

The youth responded by saying "Definitely. I got to know the people in it a lot, and it helped me with being social with more people, I didn't have many friends at the time before the group." She expressed gratitude for being able to make more social connections with people she continues to keep in touch with. The youth also expressed that a key improvement could be explaining the group more during initial first contact about it and giving it a more specific name and that doing so would raise the possibility of more students and parents wanting to get involved.

5. Is there a need in your community for more services such as the ones you received? What other services are needed by people in your community? How many people do you believe are in need of those services?

The youth mentioned that she believed so and that she thought "it was a good group to have on campus, and that it was even helpful to some other girls too" and that there is definitely a need for a



**Rancho Cordova Community Development Block Grant (CDBG)
Program – Folsom Cordova Community Partnership -Program
Participant Interview**

group like it on campus for other students who may not have many social connections but are more reserved in personality.

Please answer the following questions to the best of your knowledge.

1. What service(s) did you receive from Folsom Cordova Community Partnership?

The youth and her father recalled that the service provided was an after school program at the youth's middle school.

2. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?

The youth mentioned that she liked the program and said "the [Financial Empowerment] games they taught us were very useful, I learned how to use a credit card!"

3. Describe the communication between the Folsom Cordova Community Partnership and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?

The youth's mother mentioned that the communication between the Partnership and her family was good because they helped to clarify any doubts about the program that she and her family had.

4. Has the service you received impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?

The youth responded by saying that she was positively impacted by the program and said "I'm not shy anymore like I used to be before the program."

5. Is there a need in your community for more services such as the ones you received? What other services are needed by people in your community? How many people do you believe are in need of those services?

The youth's mother said that she believes there is a strong need for more services like the one the youth was a part of. In addition to this, she also mentioned that "there are more needs in the community, [such as how] we need more information about college. I think a lot of people and students need programs talking about that".



**Rancho Cordova Community Development Block Grant (CDBG)
Program – Folsom Cordova Community Partnership -Program
Participant Interview**

Please answer the following questions to the best of your knowledge.

1. What service(s) did you receive from Folsom Cordova Community Partnership?

Both the youth and her mother recalled the services as “group mentoring”.

2. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?

Youth’s mother: Satisfied but mentioned that the youth did not talk much about it at home but that she could tell that her daughter had a fun time and enjoyed the group and therefore, the service did meet her needs.

3. Describe the communication between the Folsom Cordova Community Partnership and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?

The youth and her mother commented on how they would have appreciated if there was more clarity in the beginning as to what the service was as the youth and her family did not entirely understand what it was at first nor why the youth was in it. Concerning communication, the youth’s mother said that the Partnership called several times during the stay at home orders and throughout the school distance learning. While the family was doing fine and did not need the additional support, she appreciated that “the Partnership was always willing to help if needed.”

4. Has the service you received impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?

Both the youth and her mother agreed that it impacted her (the youth) in a positive way but that it could have been more impactful if there was more clarity in the beginning, as the purpose of the service and reason why the youth was in it was not initially understood.

5. Is there a need in your community for more services such as the ones you received? What other services are needed by people in your community? How many people do you believe are in need of those services?

The youth expressed that she was not really sure but knew there were a lot of programs and services, “plenty of services for people that want the assistance” and the youth’s mother agreed.



**Rancho Cordova Community Development Block Grant (CDBG)
Program – Folsom Cordova Community Partnership -Program
Participant Interview**

Please answer the following questions to the best of your knowledge.

1. What service(s) did you receive from Folsom Cordova Community Partnership?

Youth: A mentoring group after school.

2. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?

Youth: Satisfied with the group and said it met his needs in the sense that he thought it was good for time passing as there “wasn’t too much to do at home”.

Youth’s Mother: Very satisfied. She said that she thought “the groups are good for the kids to get involved in” and that she liked the topics that were discussed during the group.

3. Describe the communication between the Folsom Cordova Community Partnership and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?

The youth understood the group and the activities throughout the entirety of his participation in it. His mother expressed that while for the most part the service being provided was understandable, that “In the beginning though, I had some questions about the group and what it was for, things like that”. She mentioned that whenever she had a question or needed clarification on things going on with the group that her calls “were always answered right away, there was a quick response time.”

4. Has the service you received impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?

The youth mentioned that unfortunately, he was not able to participate in the full length of the group as he went on a long family trip to another country, but that overall, it was a fun experience and that he did learn a bit more than what he already knew such as during the part of the group where financial literacy was discussed.

5. Is there a need in your community for more services such as the ones you received? What other services are needed by people in your community? How many people do you believe are in need of those services?



**Rancho Cordova Community Development Block Grant (CDBG)
Program – Folsom Cordova Community Partnership -Program
Participant Interview**

The youth expressed that he did not think there was necessarily a need for more services such as the mentoring group he was in and that it was more of an “extra thing for some people to enjoy”. He also brought up how during the time he was in the group that there were not many people in it and therefore there was not much of a need for additional services like the group he was in.

Please answer the following questions to the best of your knowledge.

1. What service(s) did you receive from Folsom Cordova Community Partnership?

The youth and her father recalled the service being a mentoring after school group.

2. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?

The youth really enjoyed the group and liked the people in it. The family had just moved to the area, and the group helped her make friends that she still keeps in touch with.

3. Describe the communication between the Folsom Cordova Community Partnership and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?

While the youth had no questions about the group during the time it was in session, the father felt that any questions he had about the group were answered in a good timeframe

4. Has the group you participated in impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?

Very positive impact. The youth was able to make new friends in the area they had just moved to. She also mentioned that it showed her how to spend money and that she learned about the different ways to earn and spend it from the group. Neither the youth nor the parent felt like there were any other improvements the group needed.

5. Is there a need in your community/school for more services/groups like the one you were in? What other groups do you think are needed by people in your community and at your school? How many people do you believe need those services?

The youth was not sure, as the group was the only after school club activity she was in. But she did mention that she had not really heard about any similar groups like it on campus. She also mentioned that she liked the art class at school and enjoyed what they did.



**Rancho Cordova Community Development Block Grant (CDBG)
Program – Folsom Cordova Community Partnership -Program
Participant Interview**

Please answer the following questions to the best of your knowledge.

1. What service(s) did you receive from Folsom Cordova Community Partnership?

The youth and her mother replied that the services provided by the Partnership was a middle school mentoring group.

2. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?

The youth said that she liked the program and that “it was very useful because they taught me many things.” She also mentioned that she liked how she got to work with and get to know other people in the group.

3. Describe the communication between the Folsom Cordova Community Partnership and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?

The youth’s mother said that the communication between the Folsom Cordova Community Partnership and herself was good and clarified any doubts or questions that the family had about the program.

4. Has the service you received impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?

The youth had said that “the way the group impacted my life is because now I can work with other people and socialize more”.

5. Is there a need in your community for more services such as the ones you received? What other services are needed by people in your community? How many people do you believe are in need of those services?



**Rancho Cordova Community Development Block Grant (CDBG)
Program – Folsom Cordova Community Partnership -Program
Participant Interview**

The youth's mother said that she did think that there was a need for services like the one the youth was in so that "more people can talk to the children and give them advice and tell them to stop bullying others" she also mentioned that "we [parents] need more advice on how to guide young people" and that services like the group are really needed for young people in general.

Please answer the following questions to the best of your knowledge.

1. What service(s) did you receive from Folsom Cordova Community Partnership?

The youth did not recall the services provided until reminded more about what the mentoring group was about and the mother mentioned that the youth is shy and did not talk about school much in the home.

2. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?

The youth mentioned that she liked the group in general from what she remembered of it

3. Describe the communication between the Folsom Cordova Community Partnership and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?

The youth's mother did not have questions about the services while the youth was in them, but upon hearing about the group, she (the youth's mother) was interested in having the youth join an additional time if possible.

4. Has the group you participated in impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?

Youth: As the youth could not really recall the group too much, she could not say what kind of impact the group had on her.



**Rancho Cordova Community Development Block Grant (CDBG)
Program – Folsom Cordova Community Partnership -Program
Participant Interview**

Youth's mother: The youth's mother said that she liked the group once I explained more about what it was.

- 5. Is there a need in your community for more services such as the ones you received? What other services are needed by people in your community? How many people do you believe are in need of those services?**

The youth's mother expressed that she does see a need for services such as the one the youth was in, especially now during the pandemic as youth do not have the chance to socialize as much as they used to before distance learning.

Please answer the following questions to the best of your knowledge.

- 1. What service(s) did you receive from Folsom Cordova Community Partnership?**

The youth mentioned that he remembered the service provided, and recalled it as a "mentoring after school program"

- 2. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?**

The youth mentioned that he thought the "program was excellent".

- 3. Describe the communication between the Folsom Cordova Community Partnership and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?**

The youth said that the program helped him a lot and that overall, there was great communication between the Partnership and his family.

- 4. Has the group you participated in impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?**



**Rancho Cordova Community Development Block Grant (CDBG)
Program – Folsom Cordova Community Partnership -Program
Participant Interview**

The youth said that “the group impacted my life because I had a better communication with others” and did not see any improvements that needed to be made.

- 5. Is there a need in your community for more services such as the ones you received? What other services are needed by people in your community? How many people do you believe are in need of those services?**

The youth said that he thinks there is a need for more services like the program he was in and that it should be for middle school students and younger.



**Rancho Cordova Community Development Block Grant
(CDBG) Program – Rebuilding Together Sacramento -
Program Participant Interview**

The Following interviews were completed with recipients of Rebuilding Together Sacramento's Critical Repairs program:

Please answer the following questions to the best of your knowledge.

1. What service(s) did you receive from Rebuilding Together Sacramento?

Roof Replacement, Handy cap railing in front of door and side door. Last month.

Gave a bag full of safety items, masks, smoke detectors.

2. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?

Yes. Thank you. Had severe trouble. Satisfied for service.

3. Describe the communication between the Rebuilding Together Sacramento and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?

People are fantastic. Especially Molly. Wonderful lady. Immediately answered all concerns. Met a couple of staff/contractors during inspection. Meant for social work in their life.

4. Has the service you received impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?

Definitely positive. Totally drowned in worries about roof. Did some things by himself, but did not have financial stability to have it fixed. Used to climb up and do something but would never work. Came to my rescue when I approached them. Everything went well. Would not say if they have to do anything more. Water was coming through ceiling in one of rooms. Very worried. Had to keep buckets and towels around. Was very stressed. Maybe someone else besides me may need more than me. But they would do it if necessary.

5. Is there a need in your community for more services such as the ones you received? What other services are needed by people in your community? How many people do you believe are in need of those services?

To be honest. Don't know if neighbors need this service. No one spoke with me about it. Spoke with everyone with who could fix the roof. Probably someone may need (next door neighbor), they are rented, but owners. Cordial with each other. In my neighborhood, maybe further out, houses might require service. Bought house from SHRA, asked the officer about it. Something beyond my limitations. Sent email and replied back, talked with her. Explained situation, could they help in any way. No, but other agencies to contact. Very helpful, very enthusiastic. The following morning, the agency was not



**Rancho Cordova Community Development Block Grant
(CDBG) Program – Rebuilding Together Sacramento -
Program Participant Interview**

able to help because we live in City of Rancho Cordova. Gave contact for RTS. Called in February or March.

Please answer the following questions to the best of your knowledge.

1. What service(s) did you receive from Rebuilding Together Sacramento?

Took and had a lift installed for Husband and put in new stairs for me and my son.

2. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?

Yes. In fact, they had to come out this morning and work on lift. There was a factory flaw that they fixed.

3. Describe the communication between the Rebuilding Together Sacramento and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?

Oh yes. Molly explained everything about getting the services started, how it was going to work, who was going to be doing what.

4. Has the service you received impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?

Yes. Before, you would have seen my stairs themselves. They had had it. My husband had a hard time going up and down them. It was absolutely wonderful after installation and not fall

5. Is there a need in your community for more services such as the ones you received? What other services are needed by people in your community? How many people do you believe are in need of those services?

Yes, but molly and I have been talking about that. Veterans at home will work with her to get a shower in the bathroom.

I thank RTS. I didn't know they did that and its what people our age need.



**Rancho Cordova Community Development Block Grant
(CDBG) Program – Rebuilding Together Sacramento -
Program Participant Interview**

Please answer the following questions to the best of your knowledge.

1. What service(s) did you receive from Rebuilding Together Sacramento?

Patio roof and plumbing. This week.

2. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?

Nice to work with, very accommodating, very bless.

Yes absolutely.

3. Describe the communication between the Rebuilding Together Sacramento and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?

Yes absolutely. Very helpful in making sure we understand. Very accommodating.

4. Has the service you received impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?

Yes absolutely. They're helping with things I cannot do myself financially. True blessing.

5. Is there a need in your community for more services such as the ones you received? What other services are needed by people in your community? How many people do you believe are in need of those services?

I don't know about that. Of course there are homes I drive by and wonder if they know about the program.

Sure more people could use help. Most people don't know it exists. Found it by researching help from County. Appreciate everything they've done, even critical repair program. Blessing and spreading word to people.



**Rancho Cordova Community Development Block Grant
(CDBG) Program – Rebuilding Together Sacramento -
Program Participant Interview**

Please answer the following questions to the best of your knowledge.

6. What service(s) did you receive from Rebuilding Together Sacramento?

Air Compressor for air conditioning, tomorrow they will put in a new furnace.

7. Were you satisfied with the service(s) that you received? Did the service(s) meet your needs? Why or why not?

Yes, absolutely. Tim Griffin and Molly were helpful in every way.

8. Describe the communication between the Rebuilding Together Sacramento and yourself. Were your questions answered in a timely manner? Were the service(s) being provided to you clear?

Yes, they were. Absolutely. If they were not available and I left a message they called back as soon as possible. They were very good.

9. Has the service you received impacted your life in a positive way? Are there any ways in which you feel the program could be more impactful or have a longer lasting impact?

Yes, it has indeed. If it wasn't for them, I would be melting in 107-degree heat.

10. Is there a need in your community for more services such as the ones you received? What other services are needed by people in your community? How many people do you believe are in need of those services?

Hard to tell. I am old and I don't go out very much, so I don't meet a lot of people. But I'm sure there is a need in my community for more of this. They have been good to me. Another person called and brought me a bag full of light bulbs, electric strips, flashlights.

Nothing but good experiences with RTS. Nicest people I've ever met and very kind.

**Rancho Cordova Community Development Block Grant (CDBG) Program****Rancho Cordova 2021 CDBG NOFA Meeting – August 7, 2020**

1. Who are the hardest population to reach in the community? How might we find better ways to reach these people?
 - a. Meals on Wheels - Non-English speakers, limited translation abilities, mostly limited to staff who speak other languages
 - b. Sacramento Self-Help Housing - Navigator Program is reaching hard to reach people, but some people may not be reachable.
 - c. City Housing Division – Seniors, homeless couch surfers
 - d. Folsom Cordova Community Partnership – Does the City have a relationship with School district homeless liaison?
 - i. Seek out bilingual “mentors” to support non-English speaking families or have staff with second language skills
 - ii. Mentors are found through the colleges in Rancho Cordova, young adult students who want to engage in mentor activities
 - iii. Seek students who are willing and able to work with different demographics
 - iv. Colleges have volunteer point person who will connect students to opportunities
 - v. Find mentors with different language skills/hard to find language skills through connections with colleges (American River College)
 - e. Rebuilding Together - Try to reach out to homeowners, but they don’t believe the services are real/free
 - i. Connections with English Language Learners and Immigration groups
2. How does your organization typically communicate with its participants? Have there been any issues with this form of communication?
 - a. Rebuilding Together – Seniors don’t typically use email, so its usually in person or over phone, no noticeable issues with phone access. Most are landlines. Biggest challenge is when they don’t answer their phones or when voicemail is full. Contractors sometimes find it difficult to contact recipient. Challenging when there is a third party.
 - b. City – Perhaps provide phone training for voicemail checking. Some participants are not good with social media.
 - c. SSHH – Working on issue of communication. Trying to increase communication with public. Encouraging through website upgrades, Ranch Cordova Hearts website, Hearts Together website, Hearts newsletter. Libraries, senior centers are closed.
 - i. Number of languages available: Russian, English Spanish, and phone services for more obscure languages
 - d. FCCP – Family resource center opening limited hours, appointment preferred. Ken to provide Robert flyer to put in center. Robert to also send out on social media channels

City of Rancho Cordova Notice of Funding Availability (NOFA) and Public Meeting for Community Development Block Grant (CDBG) 2021 NOFA, Applicant Workshop, and Community Outreach

*NOTICE is hereby given that on **Friday, July 24, 2020** the City of Rancho Cordova will release applications and funding criteria for the 2021 Community Development Block Grant (CDBG) program year, and on **Friday, August 7, 2020**, there will be a NOFA application and a community needs workshop held with residents and local community stakeholders.*

The City expects to receive approximately \$600,000 in CDBG funds for the 2021 program year and welcomes applications from eligible non-profits and public agencies to help provide public services and capital improvement projects intended to benefit the quality of life for the city's low- and moderate-income residents.

*The community is invited to attend this meeting on **Friday, August 7, 2020** to provide citizen-feedback on priority needs in the City. The information gathered from this meeting will be used to guide where CDBG funds are allocated in the upcoming Annual Action Plan*

*Applications will be released on **Friday, July 24, 2020** and will be available online through the City's website at www.cityofranhocordova.org. All applications must be submitted via e-mail to the appropriate City staff.*

Applications will be due Monday, August 31, 2020 at 5:00 pm. Late applications may be rejected.

*Potential applicants for CDBG funds must attend the **MANDATORY** application workshop, community needs, and stakeholder outreach meeting to be held **Friday, August 7, 2020 at 3:00PM via virtual conference call**. If you would like to attend this virtual meeting, please contact Stefan Heisler (sheisler@cityofranhocordova.org) at (916) 851-8757, or Chance Finley-Ross (cfinleyross@cityofranhocordova.org) at (916) 851-8688 to arrange for call-in attendance and for general questions.*

The release of this notice is part of the City's public notice requirements for the City to provide information on its activities to the public and to provide the public an opportunity to review and comment on those City activities.

Thank you for your interest in the CDBG program.

NOTICE REGARDING CHALLENGES TO DECISIONS

Pursuant to all applicable laws and regulations, including without limitation, California Government Code Section 65009 and/or California Public Resources Code Section 21177, if you wish to challenge in court any of the above decisions (regarding planning, zoning and/or environmental decisions), you may be limited to raising only those issues you or someone else raised at the public hearing(s) described in this notice/agenda, or in written correspondence delivered to the city at, or prior to, this public meeting.

ADA COMPLIANCE STATEMENT

In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Department at (916) 851-8720. Notification 48 hours prior to the meeting will enable the City to make reasonable arrangements to ensure accessibility to this meeting.

Printed in the Grapevine Independent on July 10, 2020

ATTACHMENT C: NOFA WORKSHOP PRESENTATION

2021 CDBG Application Workshop

August 7, 2020



ZOOM Housekeeping

- Program Staff (Presenters):
 - Stefan Heisler (Program Coordinator)
 - Chance Finley-Ross (CDBG Specialist)
- Participants are muted; You can request to be unmuted
- A recording of this presentation and the presentation slides will be available on the City website and by request
- Please enter questions in the chat box – we will take these at the end of the presentation

Meeting Agenda

Time	Activity
3:00 - 3:05 p.m.	Introductions
3:05 - 3:20 p.m.	- CDBG Overview - Program Year Cycle - Review 2021 Program Year Application/Process
3:20 - 3:35 p.m.	Review Questions from Applicants and Other Attendees
3:35 – 4:00 p.m.	Stakeholder Feedback: - Subrecipient/Public Service - Communication/ Outreach discussion - Staff Feedback
4:00 - 4:10 p.m.	Final Comments

CDBG BASIC INFORMATION

- Administered by the U.S. Department of Housing and Urban Development (HUD)

HUD CDBG Goals:

- Provide decent, safe, and sanitary housing
- Provide a suitable living environment
- Expand economic opportunities

Activity Eligibility

Eligible activities must meet one of HUD's CDBG National Objectives:

- Principally benefit low- and moderate-income persons, defined as families and individuals whose household incomes do not exceed 80% of a jurisdiction's median income;
- Aid in the prevention or elimination of slums or blight; or
- Meet an urgent need by addressing conditions that pose a serious and immediate threat to the health and safety of residents.

Eligible Organizations

- City Departments
- Government and Quasi-Government agencies
- Non-Profits and Non-Profit Partnerships
- For-Profits for Economic Development Projects

Eligible Costs

- Personnel/staff (salary and benefits)
- Office/facility rental or lease costs
- Materials and supplies
- Communications
- Travel/mileage

*For any items not listed here, please check with staff

Ineligible Costs

- Programs that do not meet one of the 3 National Objectives
- Programs or services that promote religion
- Political activities
- Marketing, incentives, or fundraising
- Payment of debt or expenses incurred prior to agreement
- Entertainment, furnishings, or personal property
- Generally equipment, unless necessary to implement an eligible activity
- Food, unless essential to achieving program goals

2021 CDBG Program Year

2021 Program Year Timeline:

January 1, 2021 – December 31, 2021

Q1(Jan-March) - **Q2** (Apr.-June) - **Q3**(July-Sept.) - **Q4** (Oct.-Dec.)

2021 Program Year City Allocation: (Estimate)

Appx. \$600,000 (*official award announced in Spring 2021)

Planning and Admin Cap:

20% of total City Allocation (\$120,000)

Public Service Activities Cap:

15% of total City Allocation (\$90,000)

Capital Improvement Activities Cap: No Cap

2021 Application Process

Applications Open:

Friday, July 24, 2020

Applications Due:

Monday, August 31, 2020 by 5:00 pm

Draft Funding Recommendations:

Monday, October 19, 2020

Council Approval of Funding Awards:

Monday, November 2, 2020

Application

2021 CDBG Application and Instructions:

- Available on the City Website here:
<https://www.cityoffranchocordova.org/departments/community-development/housing/community-development-block-grant>

If you are applying for CDBG funds for the first time:

- We encourage you to contact City staff and discuss your project to determine CDBG eligibility
- Make sure your insurance documents are available and current
- Consider whether you will be able to gather the required reporting and demographic information and that you have a clear understanding of the administrative requirements

Setting Goals

- It is important to be realistic in estimating the number of people served by your program
- Include only Rancho Cordova residents in your goal
- Your goal cannot be lower than the number of Rancho Cordova residents you serve now
- Roughly estimate the number of low- and moderate- income people if you don't already have data
- For Limited Clientele projects and programs, a minimum of 71% of participants must be low-moderate income

Application Submittal

Due to working remotely, e-mail will be the only form of application submittal:

- Please email to Chance Finley-Ross (cfinleyross@cityoffranchocordova.org) **and** Stefan Heisler (sheisler@cityoffranchocordova.org)
(no more than 40 MB in one email)
- Call Stefan Heisler at (916) 851-8757, or Chance Finley-Ross at (916) 231-2246 if you have any questions

Grant Application Ranking

- Low-mod Income Benefit - Youth Services, Senior Services, Neighborhood Revitalization Activities
- Experience and readiness to implement the activity
- Ability to complete the project within the program year
- Leveraged funding and collaboration
- Cost Reasonableness/Effectiveness
- Past Performance
- Completeness of Application

WHAT HAPPENS IF YOU ARE SELECTED TO RECEIVE A GRANT

(Keep this information in mind for
your application)

Basic Information

- All awardees will sign a contract (agreement) with the City
- Agreements will have a scope of work and a budget (for CDBG funds only) that you will need to adhere to
- **All agreements will run from roughly January 1, 2021 to December 31, 2021**
 - Proof of insurance coverage required
 - The City will pay you on a quarterly basis for funds expended

Required Reports

- Intake sheets – every organization is required to record information on ethnicity/race, family characteristics, and income
- Quarterly reports – summary reports that show demographics of people you have helped (information from intake sheets)
- Quarterly invoices – detailed description of funds spent with supporting documentation
- These reports are required to be reimbursed for expenses

Technical Assistance

- We are always available to help you to understand our forms and requirements
- Once a year, we may complete a monitoring visit where we look at your financial information (e.g., invoices) and intake sheets
- Files on CDBG-related funds and requirements must be maintained for five years

Questions about
application process?

THANK YOU



Stakeholder and Community Feedback

Questions for All Attendees

- Who are the hardest populations to reach in the community? How might we find better ways to reach these people?
- How does your organization typically communicate with its participants? Have there been any issues with this form of communication?
- Has communication with other public service providers been satisfactory? Are there any ways that you could think to improve the communication between your organization and other service providers that would help strengthen your organization's mission?

THANK YOU FOR YOUR FEEDBACK



Any other questions or
comments?



ATTACHMENT D: 2021 CDBG Application Instructions, Application Questions, and Application Scoring Rubric Sample**City of Rancho Cordova
Application Instructions
2021 CDBG Program Year**

GENERAL INFORMATION

The City of Rancho Cordova solicits applications for its anticipated 2021 Community Development Block Grant (CDBG) funds. Eligible organizations are limited to nonprofits and local government entities. Funds awarded will be available on January 1, 2021, with the complete expenditure of awarded funds expected by December 31, 2021. Applications received will be considered for the 2021 funding.

The application is available to download from the City's CDBG webpage:

<https://www.cityofranchocordova.org/government/community-development/neighborhood-planningprojects/community-development-block-grant>

Applications must be received with all required materials by Friday, August 31, 2020 at 5:00 p.m.

Please see the 2021 Notice of Funding Availability on the City's website for more information.

All parts of the application, including all attachments must be submitted by the deadline. Applications must use the required forms and include all required attachments. If you have not previously received CDBG funding, please contact City staff for assistance in determining the eligibility of your proposed project.

2021 FUNDING

Annual allocations of CDBG funds are made by the federal government after the federal budget is approved. The actual amount of funding available under this application will be revised once the City receives an award notification from US Department of Housing and Urban Development (HUD). For planning purposes, the City estimates receiving approximately \$600,000 in CDBG entitlement grant for the 2021 program year.

Please note that 20 percent, or approximately \$120,000 of the annual funds will be allocated to program administration, and 15 percent will be available for public services (HUD limits public services spending to a maximum of 15 percent of the grant award). Thus, approximately \$90,000 will be available for public service programs, and the remaining \$390,000 will be available for capital improvement projects.

ELIGIBLE ACTIVITIES

CDBG may be used for a number of activity types. This application is for nonprofit organizations and public agencies to provide public services, make improvements to public facilities, or address housing needs. All funded activities must primarily benefit low- and moderate- income persons. Please reach out to CDBG program staff (contact information below) to inquire about the eligibility of your proposed project.

APPLICATION SUBMISSION

ATTACHMENT D: 2021 CDBG Application Instructions, Application Questions, and Application Scoring Rubric Sample

Only complete applications will be accepted; applicants should check to make sure they have answered all questions and provided all attachments. Applications must be submitted by email. Word, Excel, PDF, and JPEG are the preferred forms of documents.

Submission by Email: email the application and attachments to Stefan Heisler (sheisler@cityofranchocordova.org) and CC Chance Finley-Ross (cfinleyross@cityofranchocordova.org) (No more than 40 MB in attachment size), and clearly label the e-mail as “2021 CDBG Application” in the subject line.

Applicants will receive an email confirming the timely receipt of the application. Applicants should make sure they receive this email confirmation and should confirm that they have received this receipt.

APPLICATION REVIEW CRITERIA

Proposed activities will be evaluated on the following criteria:

- **Benefit to Low- and Moderate-Income Persons** - Activities providing a clear benefit to at least 70 percent very low, low- and moderate-income persons or households will be ranked higher than those that do not.
- **Readiness to Proceed** - Project will be evaluated for feasibility of implementation, overall and within the allotted program year time frame.
- **Cost Reasonableness and Effectiveness** - Budgets will be reviewed to determine completeness and reasonableness of all costs related to the request for CDBG funding, as well as cost against benefit. All budgets should factor in the most recent cost estimates available.
- **Activity Management and Implementation** - Applicants must demonstrate the ability to carry out the proposed activities. Each applicant will be evaluated on experience, administrative capacity, and financial management. For organizations which have previously received CDBG funding, performance in prior years will be considered.
- **Experience** - The City will evaluate the applicant’s experience implementing similar programs or projects.
- **Past Performance** - For grantees receiving funds from the City in the past five years, the City will evaluate timely expenditure of funds, record of report submission, and progress in meeting identified goals. Applicants who have not received City grants in the previous five years will receive higher points in this category.
- **Matching Contributions** - Consideration will be given to the amount of non-CDBG funds committed to the project. The greater the financial support or leveraging from local and other sources, the greater the potential impact that CDBG funds will have on meeting local community needs.

STAFF CONTACTS

If you have questions or comments on CDBG funding or this application, please contact:

Stefan Heisler
Housing Manager
City of Rancho Cordova
(916) 851-8757

sheisler@cityofranchocordova.org

OR

Chance Finley-Ross
CDBG Program Specialist
Michael Baker International
(916) 231-2246

cfinleyross@cityofranchocordova.org

**ATTACHMENT D: 2021 CDBG Application Instructions, Application Questions,
and Application Scoring Rubric Sample****Community Development Block Grant (CDBG)****2021 Annual Action Plan****Application Questions****City of Rancho Cordova**

Applicant Name (Agency or Non-Profit):

Primary Contact:

(Please indicate the authorized signatory of your organization/agency, e.g. executive director, president, or equivalent.)

Name:

Address:

Email:

Phone Number:

Program or Project Name:

Important Note: The Performance Period for this 2021 Program Year cycle will be from January 1, 2021 to December 31, 2021.

____ I acknowledge the above statement.

Are you able to complete this project/program by December 31, 2021? (Social Service projects must be completed by this date.):

____ Yes, I am able to complete the proposed project/program by December 31, 2021.

____ No, I am unable to complete by December 31, 2021; the estimated completion date is

_____.

Amount requested for the 2021 funding cycle (Please note that the performance period is from January-December 2021): \$ XXX,XXX.XX

Program or Project Description (3000-character limit):

ATTACHMENT D: 2021 CDBG Application Instructions, Application Questions, and Application Scoring Rubric Sample

General Information: Select the category which best describes the type of activity for which funds are being requested.

- ☐ Public facilities and public improvements
- ☐ Economic development and employment training
- ☐ Real property acquisition or rehab
- ☐ Public services
- ☐ Crime prevention
- ☐ Building capacity of community resources
- ☐ Code enforcement (reduce blight)
- ☐ Homeless facilities
- ☐ Fair housing (prevent discrimination)
- ☐ Housing rehabilitation or home ownership assistance
- ☐ New housing construction (community-based development organizations only)
- ☐ Emergency repairs or assistance due to displacement
- ☐ Electrical utilities improvements
- ☐ Energy conservation and renewable resources
- ☐ Other, describe:

Project Eligibility: Which HUD objective does your project or program meet? (Low-income means households earning less than 80% of the area median income.)

- ☐ Benefit to low-income individuals or households
- ☐ Addresses the prevention or elimination of slums or blight
- ☐ Meets a particularly urgent community development need

Project Accomplishments: How will you report your accomplishments? (Individuals means unique persons. Households and housing units are tracked the same but are reported separately. For neighborhoods, please estimate the number of low-income residents in the neighborhood. (If you do not know the number of residents in the neighborhood, please reach out to CDBG staff for guidance.)

- ☐ Individuals
- ☐ Households

ITEM 10.1.**ATTACHMENT 2****ATTACHMENT D: 2021 CDBG Application Instructions, Application Questions, and Application Scoring Rubric Sample**

____ Housing Units

____ Low-Income Area

Project Accomplishments: About how many people/households/housing units will your project or program help?

Performance and Outcomes: What are the goals of your program or project and what community needs will they address? (3000-character limit)

Organizational Capacity: Describe your organization's experience with similar programs/project. (1000-character limit)

Grant Management Experience: Please describe your organization's experience in managing federal and/or state grants. (1000-character limit)

Program Contact: Please provide the contact information for the person directly responsible for managing the program or project on a day to day basis.

Name:

Address (if different than the contact information address on Page 1):

Email:

Phone Number:

ITEM 10.1.**ATTACHMENT 2****ATTACHMENT D: 2021 CDBG Application Instructions, Application Questions, and Application Scoring Rubric Sample**

Position or Title: _____

Years of Experience: _____

How many full-time employees will work on your project or program? (Full time is 40 hours per week (please include full-time staff that will work on this project even if they will only be working part time or a few hours a week on this specific project/program). If zero put 0. _____

How many part-time employees will work on your project or program? _____

How many volunteers will work on your project or program? _____

Partner Agencies/Non-Profits: Will your organization be partnering with any outside agencies or groups on this project/program? If so, with whom? _____

Could your program/project be successful if you received less than your requested grant funding?

- ☐ Yes
☐ No
☐ Unsure

If you answered "Yes" to the prompt above, please describe the changes your organization will make so that the program or project is successful with reduced funding. (500-character limit)

Please ATTACH your program/project budget for the 2021 program year. (Note the program performance period is January through December 2021. Please attach or include a spreadsheet (Excel) budget that includes all alternative funding, in-kind donations and labor, and any other resources.)

☐ Program/Project Budget for proposed project Attached

Please include the following additional Attachments:

ITEM 10.1.**ATTACHMENT 2****ATTACHMENT D: 2021 CDBG Application Instructions, Application Questions, and Application Scoring Rubric Sample**

- ☐ Articles of Incorporation and By-laws and Amendments
- ☐ Secretary of State Certification of Good Standing (Online printout/screenshot is acceptable)
- ☐ Organizational Chart and Agency Mission Statement
- ☐ Certified Audit (Most recent)
- ☐ Profit and Loss Statement for most recent year.
- ☐ Insurance Documents
- ☐ Other Documents

ITEM 10.1.**ATTACHMENT 2****ATTACHMENT D: 2021 CDBG Application Instructions, Application Questions, and Application Scoring Rubric Sample**

Applicant:	
Proposed Project:	
Total Points Earned:	_____ out of 30 points
Scorer Name:	

Y/N APPLICANT HAD A REPRESENTATIVE AT THE MANDATORY NOFA MEETING**Threshold Rating**

Staff:	
Y / N	Activity is eligible under CDBG
Y / N	Activity meets one National Objective
Y / N	For public services, the service is new or an expansion of existing service above that which has been previously provided by the City from state/local funds
Y / N	Applicant submitted a complete application (all questions filled out and attachments)
Y / N	Applicant meets all of the threshold criteria above. If so, continue scoring.

__ 1. Program Budget

__ 2. Articles of Incorporation and By-laws and Amendments

__ 3. Secretary of State Certification of Good Standing (Online printout/screenshot is acceptable)

__ 4. Organizational Chart and Agency Mission Statement

__ 5. Certified Audit (Most recent)

__ 6. Profit and Loss Statement for most recent year.

__ 7. Insurance Documents

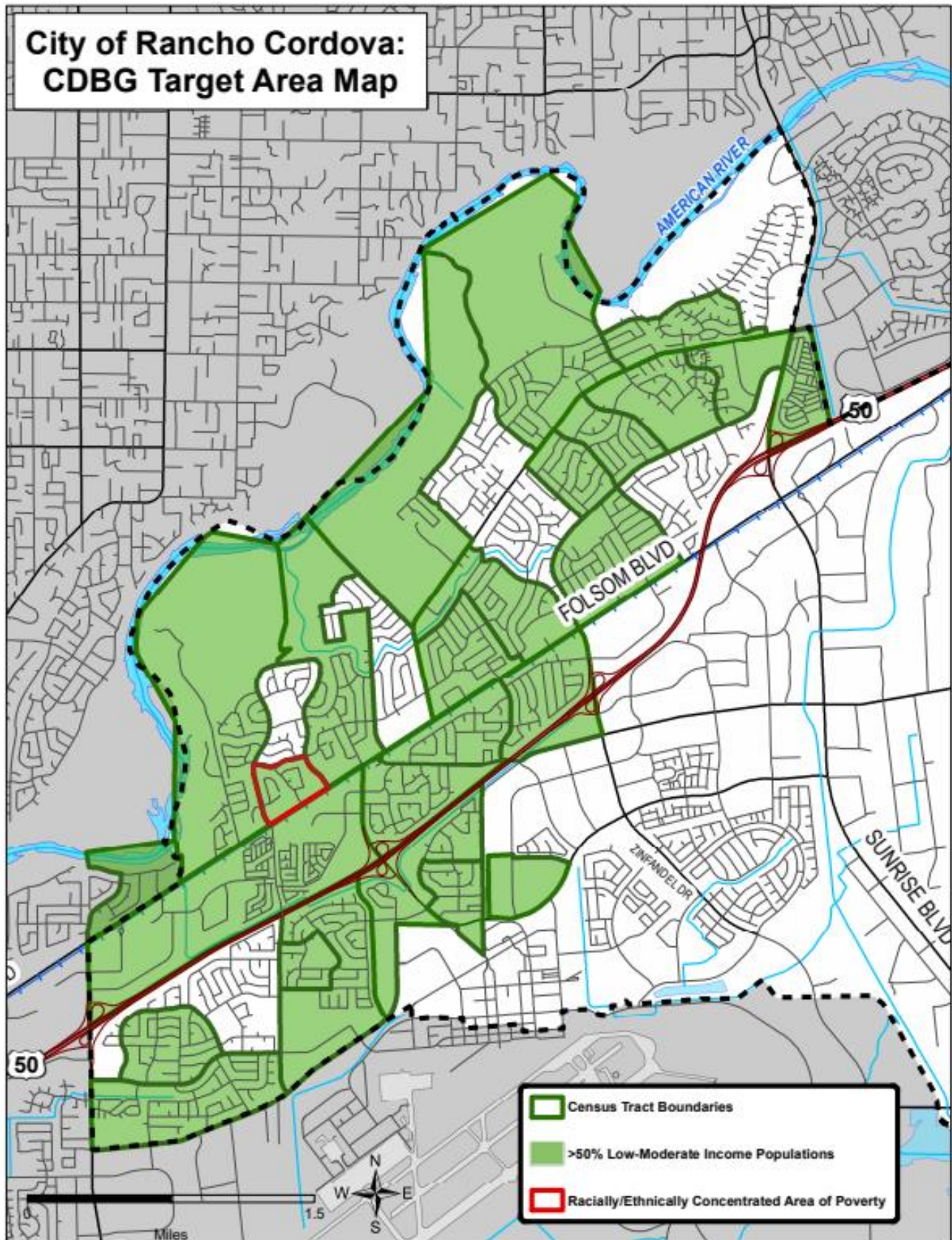
__ 8. Other Documents

ITEM 10.1.**ATTACHMENT 2****ATTACHMENT D: 2021 CDBG Application Instructions, Application Questions, and Application Scoring Rubric Sample****Application Rating**

Rating	Scale is 1- 5 (1 is the lowest score; 5 is the highest)
	1. In regard to the HUD objective that is addressed by the proposed project: on a scale of 1-5, how closely does this project's goal(s) address this objective?
	2. On a scale of 1-5, how much of a priority is it for the City to implement this program in relation to current city objectives/goals?
	3. On a scale of 1-5, given City Staff's current capacity, how much of a priority is this project in occupying staff capacity?
	4. On a scale of 1-5, how capable is this organization in managing federal and/or state grants and completing the proposed project within the program year?
	5. On a Scale of 1-5, how closely does this project meet the priority views/ goals of the City's residents?
	6. On a scale of 1-5, how likely is this project to benefit the projected number of target beneficiaries?

GRAND TOTAL: _____ (Max. 30 pts.)

Attachment E: CDBG TARGET AREA MAP



City of Rancho Cordova Community Development Block Grant Program 2021 Draft Annual Action Plan

CDBG Budget Estimate

Staff estimates a conservative \$600,000 for Program Year 2021 with a \$91,473 in roll-over funds.

CDBG Program Category	2021 CDBG Budget
Planning and Administration	\$120,000
Public Services	\$181,473 (including \$91,473 in 2020 CDBG rollover)
Capital Programs and Projects	\$390,000
TOTAL	\$691,473 (includes \$91,473 in rollover funds)

Public Services

If the final CDBG allocation is greater than \$600,000, additional public services funding will go towards Meals on Wheels up to their amount requested then increase proportionally.

Organization and Program	2020 Funding	2021 Requested Amount	2021 Recommended Awards
Folsom Cordova Community Partnership – Group Mentoring Initiative	\$30,000	\$43,699	\$43,699
Meals on Wheels – Senior Nutrition Program	\$39,987	\$42,000	\$34,183*
Sacramento Self-Help Housing – Renter’s Helpline	\$9,496	\$17,063	\$9,900
Sacramento Self-Help Housing – Housing Counseling	\$15,000	\$25,277	\$25,277
Resources for Independent Living – Home Modification Assistance	N/A	\$6,000	\$6,000
Boys and Girls Club – Club Connect 2021	N/A	\$62,414	\$62,414*
TOTAL	\$94,483	\$196,45	\$181,473

*Two projects funded with 2020 CDBG rollover funding not subject to the public services cap as COVID-19 response programs.

Capital Programs and Projects

If the final CDBG allocation is greater than \$600,000, additional capital projects funding will go towards Rebuilding Together Sacramento up to their amount requested then increase proportionally.

Capital Programs and Projects	Requested Amount	Recommended Award
City of Rancho Cordova - Rental Housing Inspection Program	\$51,000	\$51,000
City of Rancho Cordova - General Code Enforcement Program	\$51,000	\$51,000
Rebuilding Together Sacramento - Critical Repair Program	\$250,000	\$188,000
Public Facilities and Infrastructure 2021 ADA Sidewalk Project	\$100,000	\$100,000
Lincoln Village Park Restroom Project	\$140,562	\$0
TOTAL	\$592,562	\$390,000

THANK YOU

Any Questions for Staff?

MEMORANDUM



ITEM 10.2.

DATE: November 2, 2020

TO: Honorable Mayor and Council Members

FROM: Elizabeth Sparkman, Community Development Director
Jeanette Cervantes, Management Technician

SUBJECT: **RESOLUTION DECLARING A PROTEST HEARING AND
AUTHORIZING THE MAILING OF PROPERTY OWNER BALLOT
RELATING TO THE IMPOSITION OF THE ANNUAL STORMWATER
UTILITY FEE FOR THE RANCHO CORDOVA RETIREMENT
RESIDENCE PROJECT**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution will declare the results of the property owner protest and, if there exists less than a majority protest, authorize the mailing of a ballot to the property owner to approve the levy of the fee to pay for maintenance of storm drainage and flood protection systems for the project. The action also sets 1:30 p.m. on November 19, 2020 in the office of the City Clerk, as the time and date for the ballot tabulation for the matter.

BACKGROUND

The Rancho Cordova Retirement Residence project has a condition of approval which requires funding for operation and maintenance of the storm drainage system. This condition will be satisfied by the participation in the new Stormwater Utility Fee for storm drainage and flood protection services which is the subject of tonight's action.

The property owner of the Rancho Cordova Retirement Residence project has requested the City annex the project to the City's Stormwater Utility Fee pursuant to the California Health and Safety Code Section 5471 et seq. to provide the method of financing for storm drainage and flood protection services required to meet the condition.

On October 19, 2020, Council adopted a Resolution which established Procedures for the Conduct of a Protest Hearing and Balloting Relating to a Stormwater Utility Fee (the

“Procedures”) and designated November 2, 2020 at 5:30 p.m. as the time and place for hearing protests in connection with the annual Stormwater Utility Fee for the Rancho Cordova Retirement Residence project.

DISCUSSION

The property owner has submitted a petition and waiver for the City to institute the proceedings to participate in the Stormwater Utility Fee. This annexation to the Stormwater Utility Fee will include the project generally known as the Rancho Cordova Retirement Residence project, Attachment 2. The maintenance services to be funded include the furnishing of services and materials for the ordinary and usual operation, maintenance, and servicing of the storm drain and flood protection systems.

Attachment 1 is the Resolution declaring the results of the property owner protest and authorizing the mailing of the property owner ballot, as required by Article XIII D of the California Constitution (also known as Proposition 218). The Resolution sets forth the tabulation of ballots on November 19, 2020 at 1:30 p.m. in the office of the City Clerk. The results of the mailed ballot election will be presented to City Council at their regularly scheduled meeting December 7, 2020 and additional actions will be recommended based the ballot results.

A “Rate Analysis Report” was approved by City Council on September 4, 2014 by Resolution 103-2014 setting Fiscal Year 2014/2015 maximum annual Stormwater Utility Fee amount for each parcel proportionate to the estimated stormwater runoff for each parcel, see Attachment 3. The maximum annual fee will increase each subsequent Fiscal Year by the annual change in the Consumer Price Index (CPI), during the preceding year, for All Urban Consumers, for the San Francisco-Oakland-San Jose areas, published by the United States Department of Labor, Bureau of Labor Statistics. A sample of the Stormwater Utility Fees for Fiscal Year 2020-2021 are summarized in Attachment 4.

FISCAL IMPACT AND FUNDING SOURCE

There is no impact to the City's General Fund.

ATTACHMENT(S)

1. Resolution
2. Boundary Map
3. Stormwater (SWU) Rate and Analysis Report
4. Stormwater Utility Fee- Rate Sheet FY20-21

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2020

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, DECLARING THE RESULTS OF THE PROPERTY OWNER
PROTEST AND AUTHORIZING THE MAILING OF A PROPERTY OWNER BALLOT
RELATING TO THE IMPOSITION OF AN ANNUAL STORMWATER UTILITY FEE FOR THE
RANCHO CORDOVA RETIREMENT RESIDENCE PROJECT**

WHEREAS, this Council has received petitions and waivers from the owners of not less than 100% of the area of land proposed to be annexed into the Stormwater Utility Fee; and

WHEREAS, on October 23, 2020, the City Clerk caused a notice of the time and place of the hearing thereon and on the proposed annexation to the Stormwater Utility Fee to be published and such public hearing was opened on November 2, 2020; and

WHEREAS, the Council adopted Resolution 103-2014 approving a written report entitled, "Rate Analysis Report", dated September 4, 2014 (the "Written Report") prepared by Harris & Associates and filed with the City Clerk containing a description of each parcel of real property within the City to which the Stormwater Utility Fee is applicable (collectively, the "Identified Parcels") and the amount of the Stormwater Utility Fee for each such Identified Parcel for Fiscal Year 2014-15. The Written Report is on file in the office of the City Clerk and is available for public inspection; and

WHEREAS, this Council adopted a Resolution which established Procedures for the Conduct of a Protest Hearing and Balloting Relating to a Stormwater Utility Fee (the "Procedures") and set the date of public hearing; and

WHEREAS, this Council has conducted the public hearing and all interested persons have been afforded the opportunity to be heard, and the City Council has considered all protests against the annexation to the Stormwater Utility Fee; and

WHEREAS, there was no majority protest of the owner of the Identified Parcel subject to the Proposed Stormwater Utility Fee.

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

1. The foregoing recitals are true and correct.
2. The City Clerk is hereby authorized and directed to mail a property owner ballot in accordance with law and the Procedures.
3. The date of the ballot tabulation shall be November 19, 2020 at 1:30 pm.

ITEM 10.2.

ATTACHMENT 1

4. The date of the Council Meeting to report the results of the mailed ballot election shall be December 7, 2020 at 5:30 or as soon thereafter as the matter may be heard.

5. The City Council hereby designates Elizabeth Sparkman, Community Development Director, telephone number, (916) 851-8714 to answer inquiries regarding the ballot proceedings and procedural or technical matters

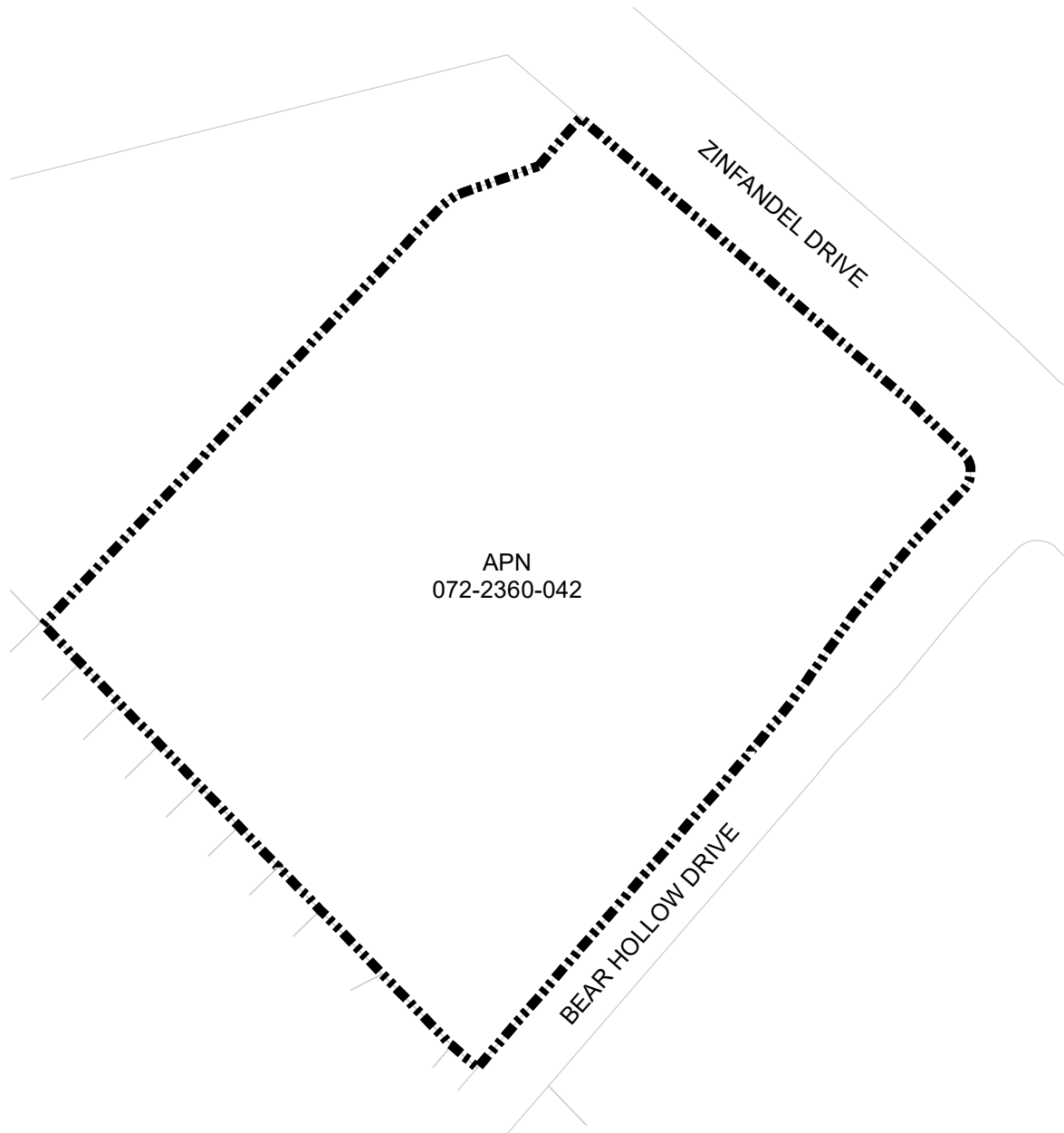
PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 2nd day of November 2020 by following vote:

ATTEST:

David M. Sander, Mayor

Stacy Leitner, CMC
City Clerk

CITY OF RANCHO CORDOVA
STORMWATER UTILITY FEE AREA
ANNEXATION 24
(RANCHO CORDOVA RETIREMENT RESIDENCE)



Legend



Annexation Boundary



Parcel Boundary



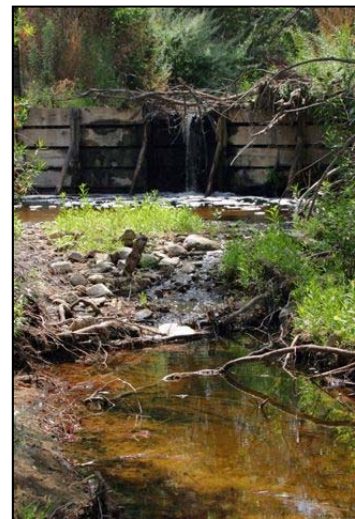
Rate Analysis Report

for the

Stormwater Utility Fee

For the

City of Rancho Cordova



August 7, 2014

Introduction

The City of Rancho Cordova (City) is detaching from the County of Sacramento fee and is creating their own Stormwater Utility Fee, which is being levied per the California Health and Safety Code Section 5471 et seq.

The purpose of this Rate Analysis Report is to:

- Review the Stormwater Utility Fee and improvements to be funded.
- Review the requirements of Article XIID of the State Constitution (Proposition 218) relating to requirements for apportioning the costs associated with the City's stormwater runoff system.
- Analyze and recommend an appropriate rate structure and provide estimated rates based on cost data information provided by the City.

Proposition 218 Requirements

This fee must comply with the provisions of Article XIID of the California Constitution (Proposition 218). Section 6 of Proposition 218 has the following requirements for all "new, extended, imposed or increased" fees and charges:

- 1) "Revenues derived from the fee or charge shall not exceed the funds required to provide the property-related service."
- 2) "Revenues derived from the fee or charge shall not be used for any purpose other than that for which the fee or charge was imposed."
- 3) "The amount of a fee or charge imposed upon any parcel or person as an incident of property ownership shall not exceed the proportional cost of the service attributable to the parcel."
- 4) "No fee or charge may be imposed for a service unless that service is actually used by, or immediately available to, the owner of the property in question. Fees or charges based on potential or future use of service are not permitted. Standby charges, whether characterized as charges or assessments, shall be classified as assessments and shall not be imposed without compliance with [the assessment section of this code]."
- 5) "No fee or charge may be imposed for general governmental services including, but not limited to, police, fire, ambulance or library services where the service is available to the public at large in substantially the same manner as it is to property owners."

Background Information

In accordance with the Federal Clean Water Act of 1972, the United States Environmental Protection Agency (EPA) is required to establish regulations setting forth National Pollution Discharge Elimination System (NPDES) permit standards. The enactment of 1987 amendments to the Federal Clean Water Act (Act) of 1972 imposes permit requirements for discharge of storm waters. The Act allows the EPA to delegate its NPDES permitting authority to states with an approved environmental regulatory program. The State of California is one of the delegated states.

The responsibility for implementing various NPDES permits in the State of California has been delegated to the State Water Resources Control Board (SWRCB). The SWRCB administers NPDES authority through its nine Regional Boards. As an NPDES permittee, the City is required to manage stormwater pollution within its jurisdiction.

In order to provide for the safety of the residents of the City and protect property in the City from the damage associated with flooding and to meet the requirements of the NPDES permit, it is necessary to design, construct, operate, maintain, improve and replace storm drainage facilities which collect storm and surface water runoff and convey and treat such runoff in a safe manner to an acceptable point of discharge. It is also necessary to inspect, monitor, and take enforcement action related to illegal dumping, and illicit discharges. In order to properly fund such facilities and activities, the City has determined that it is necessary to impose on all developing properties in Rancho Cordova a user charge for storm drainage service.

Based on the 2030 General Plan and current specific plan areas, Rancho Cordova is expected to develop as shown in Table 1 below. The proposed boundary for the stormwater utility is shown in Appendix A.

Table 1 – Land Use

	Land Use/ Zoning Description	Total Acres	Total Units
Residential:			
LDR	SF (2.1-6.0 DU/AC)	2,635	13,156
	MD (6.1-12 DU/AC)	322	2,524
MDR	MD (6.1-18.0 DU/AC)	1,852	13,231
	MD (14.0-29.9 DU/AC)	60	885
HDR	HD (18.1-40.0 DU/AC)	192	4,372
	HD (30+ DU/AC)	30	825
	Residential Total	5,090	34,993
Non-Residential:			
VC	Village Commercial	202	
LTC	Local Town Center	134	
RTC	Regional Town Center	172	
BP	Business Park	158	
MP	Industrial Park	283	
Education:			
HS/MS	High School/Middle School	356	
MS	Middle School	20	
ES	Elementary School	102	
Open Space & Public:			
CP	Community Park	313	
P/QP	Public/Quasi Public	37	
NP	Neighborhood Park	194	
SWD	Storm Water Detention	186	
WP	Wetland Preserve	745	
DP	Drainage Parkway	270	
PR	Private Recreation	63	
OS	Open Space	168	
OS/P	Open Space/Preserve	279	
LC	Landscape Corridors	123	
GB	Green Belts	54	
ROW	Right-of-way	596	
BR/WP	Reservoir / Wetland Preserve	528	
S	Sewer Lift Station / Utility Substa	14	
	Vacant (unknown dev plan)	595	
	Total Non-residential	5,590	
	Total Residential & Non-Res	10,680	

A more detailed land use table by development area is shown in Appendix D.

This development is expected to require significant stormwater drainage and flood control facilities. Based on the development area and improvements that were required in four (4) recent developments

within the County of Sacramento, Table 2 summarizes the improvements that are expected once development is complete.

Table 2 – Expected Improvements

Infrastructure Type	Quantity	
Inlets	6,400	LF
Manholes	4,460	LF
66" Pipe	3,950	LF
60" Pipe	10,280	LF
54" Pipe	11,140	LF
48" Pipe	10,210	LF
42" Pipe	28,620	LF
36" Pipe	42,420	LF
30" Pipe	51,050	LF
27" Pipe	540	LF
24" Pipe	91,960	LF
21" Pipe	2,230	LF
18" Pipe	100,300	LF
15" Pipe	101,300	LF
12" Pipe	529,890	0
10" Pipe	4,170	0
Creeks and Channels	80	AC
Basins	320	AC

Services Funded

Expenditures from the revenue generated from the Stormwater Utility Fee are intended to comply with the requirements set forth in the NPDES permit. The activities and services funded by this fee include, but are not limited to:

1. Administration and oversight of the requirements set forth in the NPDES permit to City departments, developments, and local agencies.
2. Respond to and investigate incidents of illicit discharges and illegal connections to the storm drain system.
3. Periodically inspect facilities for proper handling of materials, chemicals, pollutants, garbage, waste, and debris and prevent any discharges to the storm drain system.
4. Regularly clean and maintain catch basins, the flowline, and storm drainage facilities.
5. Installation and maintenance of water quality devices required to keep pollutants out of the storm drain system.
6. Discourage illegal dumping or discharge of pollutants into the storm drain system by stenciling all City-owned catch basins with a "No Dumping" message.
7. Augment public education and outreach programs in regards to the proper use and function of the storm drainage system and the receiving waters.

8. Develop programs to promote, publicize, and facilitate public reporting of illicit discharges to the storm drain system.
9. Encourage the proper disposal of household hazardous waste (HHW) to prevent the improper disposal to the storm drain system or to the sewer system.
10. Discourage the improper disposal of litter, garden clippings, leaves, and pet waste into the street or the storm drain system.
11. Capital replacement of storm drainage and flood control improvements at the end of the expected useful life for such improvements.

Rate Structure Analysis

Section 6.b of Article XIID of the State Constitution (Proposition 218) states that:

“The amount of a fee or charge imposed upon any parcel or person as an incident of property ownership shall not exceed the proportional cost of the service attributable to the parcel.”

and

“No fee or charge may be imposed for a service unless that service is actually used by, or immediately available to, the owner of the property in question.”

By definition, all properties that shed stormwater into the City’s stormwater drainage system use, or are served by, the City’s stormwater drainage system. The amount of use attributed to each parcel is measurable by the amount of storm runoff contributed by the property, which is directly proportional to the amount of impervious area on a parcel (such as buildings and concrete). The more impervious area on a property, the more storm runoff the property generates, the more demand placed on the storm drain system.

The amount each parcel uses the stormwater drainage system is computed by the following formula:

$$(\text{Parcel Area}) \times (\text{Impervious Percentage}) = \text{Drainage Units}$$

The typical percent impervious (% Impervious) for land uses in the City, have been applied for the purposes of estimating the runoff generated by each property. These are shown in Appendix B.

The more Drainage Units a parcel has, the more storm run-off it generates, and the more it uses and impacts the stormwater drainage system.

It is standard practice to relate other land uses to a developed single family residential (SFR) parcel, instead of working exclusively with drainage units. The median size of a SFR parcel will be approximately 0.16 acre. Therefore, it makes sense to relate all parcels to this median residential property. The runoff from a 0.16-acre SFR parcel is set equal to one Drainage Measurement Unit (DMU) and this base DMU is calculated as follows:

$$(0.16 \text{ acres of area}) \times 50\% = 0.0800 \text{ Impervious Area} = 1 \text{ DMU}$$

Single Family Residential Parcels

As a SFR property increases in size over the median parcel size, the typical percentage of impervious area decreases, as shown in Appendix B. Conversely, as a SFR parcel decreases in size below the median parcel size, the typical percentage of impervious area increases, and such increase is typically proportional to the decrease in size. Therefore, SFR properties are separated into five (5) groups. The median parcel area for each group was used and their DMUs are calculated as follows:

<u>SFR Category</u>	<u>DMU/ Formula</u>
SFR1 – SFR parcels 0.16 acres or less	1.00 DMU
SFR2 – SFR parcels 0.17 - 0.25 acres	1.10 DMUs
SFR3 – SFR parcels 0.26 – 0.33 acres	1.175 DMUs
SFR4 – SFR parcels 0.34 – 0.50 acres	1.25 DMUs
SFR5 – SFR parcels greater than 0.50 acres	$1.25 + \frac{[(\text{acres} - 0.50) \times 5\%]}{0.0800} = \text{DMUs}$

Multi-Family Residential Parcels

Multi-Family Residential (MFR) units (including condominiums) are split into categories by the density, or number of dwelling units per acre (DU/Ac) as follows:

<u>MFR Category</u>	<u>Density</u>	<u>% Impervious</u>
MFR1 - High Density	Greater than 18 DU/Ac	75%
MFR 2 - Med Density	10 – 18 DU/Ac	70%

$$\frac{\text{Acreage} \times \% \text{Impervious}}{0.0800} = \text{DMUs}$$

Condominium unit parcel areas are calculated by dividing the total area of the condominium complex (which includes the common area) by the number of condominium units, and the total imperviousness of the entire complex is attributed to each individual condo parcel in the complex. (This divides the runoff of the entire complex to each of the individual units.) Because these condominium common areas are taken into consideration in this manner, they are exempt from the charge.

Non- Residential Parcels

All non-residential parcel DMUs will be based on the impervious area (runoff coefficient) table shown in Exhibit B, using the following formula:

$$\frac{\text{Acreage} \times \% \text{Impervious}}{0.0800} = \text{DMUs}$$

All parcels draining into Rancho Cordova Stormwater Utility Fee-maintained drainage infrastructure are proposed to be charged the same user fee rate per DMU for stormwater runoff treatment. The Rancho Cordova Stormwater Utility Fee is proposed in perpetuity.

For the purposes of this report, City-maintained drainage infrastructure includes streets, pipes, inlets, outlets, and natural drainage courses. Parcels related to these types of property uses are exempt from the runoff charge, as they are part of the infrastructure being funded. Also exempt from the runoff charge is Caltrans right-of-way, because Caltrans handles its own runoff under a separate NPDES permit.

Drainage units may be adjusted based on appeal from the property owner. See the Appeals Process below.

Table 3, below, provides a preliminary summary of DMUs for the various land uses in Rancho Cordova.

Table 3 – Drainage Measurement Unit Summary Table

Landuse Description	Number of Units	Total Area (acres)	Impervious Area (acres)	DMUs
SINGLE FAMILY RESIDENTIAL (SFR1)	15,107	2,028		15,107.00
SINGLE FAMILY RESIDENTIAL (SFR2)	13,790	2,776		15,169.00
SINGLE FAMILY RESIDENTIAL (SFR3)	14	4		16.45
SINGLE FAMILY RESIDENTIAL (SFR4)				-
SINGLE FAMILY RESIDENTIAL (SFR5)				-
MULTI-FAMILY RESIDENTIAL (MFR1)	6,082	282		2,639.06
COMMERCIAL		666	499	6,240.00
INDUSTRIAL		283	226	2,830.00
SCHOOLS		478	239	2,985.00
PRIVATE RECREATION		63	16	195.31
PARKS/GREENBELTS		561	140	1,752.47
PUBLIC		51	15	190.13
TOTAL	34,993	7,190		47,124

Cost Estimate

Table 4 below shows the estimated costs to maintain infrastructure in the developing areas. Unit costs for maintenance were derived using budget information provided by the County, since the County currently maintains the storm drainage system. The budget information is shown in Appendix C.

Table 4 – Estimated Costs

	Estimated Quantity	Unit	Cost (\$/unit)	Frequency	Total Cost/Year
Maintenance Costs:					
Trunk Lines (larger than 24") - TV Lines	158210	LF	\$ 7.50	25 years	\$ 47,463.00
Drainage Lines 10"-24" Cleaning	829850	LF	\$ 3.00	10 years	\$ 248,955.00
Drainage Lines 10"-24" TV	829850	LF	\$ 7.50	25 years	\$ 248,955.00
Creek and Channel Maintenance and Repair	65070	LF	\$ 0.75	1 year	\$ 49,009.83
Pipe Repairs	998920	LF	\$ 0.45	1 year	\$ 451,380.43
Creeks and Channels Mowing	80	AC	\$6,825	1 year	\$ 546,000.00
Creeks and Channels Herbicides	80	AC	\$680	1 year	\$ 54,400.00
HydroMod Basin Maintenance	320	AC	\$4,830	1 year	\$ 1,545,600.00
Basin De-silt	320	AC	\$1,000	25 years	\$ 12,800.00
Basins Herbicides	320	AC	\$761	1 year	\$ 243,360.00
Replacement Costs:					
Inlets	6400	EA	\$2,000	75 years	\$170,667
Manholes	4460	EA	\$3,500	75 years	\$208,133
66" Pipe	3950	LF	\$550	100 years	\$21,725
60" Pipe	10280	LF	\$475	100 years	\$48,830
54" Pipe	11140	LF	\$400	100 years	\$44,560
48" Pipe	10210	LF	\$325	100 years	\$33,183
42" Pipe	28620	LF	\$275	100 years	\$78,705
36" Pipe	42420	LF	\$225	100 years	\$95,445
30" Pipe	51050	LF	\$175	100 years	\$89,338
27" Pipe	540	LF	\$150	100 years	\$810
24" Pipe	91960	LF	\$125	100 years	\$114,950
21" Pipe	2230	LF	\$115	100 years	\$2,565
18" Pipe	100300	LF	\$105	100 years	\$105,315
15" Pipe	101300	LF	\$95	100 years	\$96,235
12" Pipe	529890	LF	\$85	100 years	\$450,407
10" Pipe	4170	LF	\$75	100 years	\$3,128

Total: \$5,011,917

Annual Fee Administration: \$45,000

Operating (Cash Flow) Reserve (10% of Maintenance Costs): \$344,792

Estimated Total: **\$5,401,709**

Fee Calculations

The estimated annual costs for the proposed storm drain improvements are \$5,401,709 as shown in Table 4 above. Dividing that by the total number of proposed DMU's in Rancho Cordova (47,124), the maximum estimated annual Stormwater Utility Fee rate is **\$114.63 per DMU**.

This would be the proposed maximum fee rate for fiscal year 2014-15. The maximum rate will be increased each subsequent Fiscal Year by the annual change in the Consumer Price Index (CPI), during the preceding year, for All Urban Consumers, for the San Francisco-Oakland-San Jose areas, published by the United States Department of Labor, Bureau of Labor Statistics (or a reasonably equivalent index should the stated index be discontinued, as determined by the Director of Public Works).

The actual rate to be levied each year will be as approved by the City at a public hearing, after they consider an Annual Fee Report outlining the estimated annual costs of the program for the ensuing fiscal year.

Table 5 provides sample fee calculations for various land uses and parcel sizes.

Table 5 – Sample Calculations

Land Use Description	Total Area (acres)	Impervious Area (acres)	DMUs	Sample Fee
SINGLE FAMILY RESIDENTIAL (SFR1)	0.16		1.000	\$ 114.63
SINGLE FAMILY RESIDENTIAL (SFR2)	0.22		1.100	\$ 126.09
SINGLE FAMILY RESIDENTIAL (SFR3)	0.30		1.175	\$ 134.69
SINGLE FAMILY RESIDENTIAL (SFR4)	0.40		1.250	\$ 143.28
SINGLE FAMILY RESIDENTIAL (SFR5)	1.00		1.563	\$ 179.10
MULTI-FAMILY RESIDENTIAL (MFR1)	5.00	3.75	46.875	\$ 5,373.12
COMMERCIAL ¹	1.00	0.75	9.375	\$ 1,074.62
INDUSTRIAL	1.00	0.80	10.000	\$ 1,146.27
SCHOOLS	5.00	2.50	31.250	\$ 3,582.08
PRIVATE RECREATION	1.00	0.25	3.125	\$ 358.21
PARKS/GREENBELTS	2.00	0.20	2.500	\$ 286.57
PUBLIC	2.00	0.60	7.500	\$ 859.70

¹ Average of Downtown and Neighborhood Commercial as shown in Appendix B

The Preliminary Charge Roll, which is a listing of each parcel to be charged a fee and its proposed maximum fee for FY 2014-15, is on file in the office of the City Clerk.

Appeals Process

If a property owner disagrees with the calculation of his or her fee, based on the parcel area and estimated impervious percentage assigned to the property, then the property owner may appeal the calculation as follows:

- Property owner must provide written documentation explaining the reason why the charge should be changed. This documentation must include:
 - The name, phone number, mailing address, and email address, if available, of the property owner.
 - The Assessor's Parcel Number (APN) of the property in question.
- If additional documentation is required or insufficient documentation was submitted, a representative of the Department of Public Works (Staff) will notify the property owner in writing.
- Once Staff has determined that sufficient documentation has been submitted, Staff will perform the initial review. Staff will notify the property owner in writing within four (4) weeks from the time sufficient documentation was submitted as to whether or not the fee amount will be changed.
 - If the determination is to change the fee amount, then the new fee amount will be documented within the City's fee database.

- b. If the determination is that the fee should not be changed, the property owner can appeal Staff's decision to the Director of Public Works. The appeal must be made in writing and returned no later than four (4) weeks from the date of mailing of Staff's initial review decision. The Director of Public Works will notify the property owner in writing within four (4) weeks from the date of receipt of the appeal as to whether or not the fee amount will be changed.

If the owner of any parcel shall have reason to feel that the computation of the DMU for his/her parcel is not correct, that person may file an appeal with the Director of Public Works in the manner prescribed by the Director of Public Works. The Director of Public Works will consider all data provided by the appellant and shall render a decision in writing. The decision of the Director of Public Works will be final with respect to City action on the appeal.

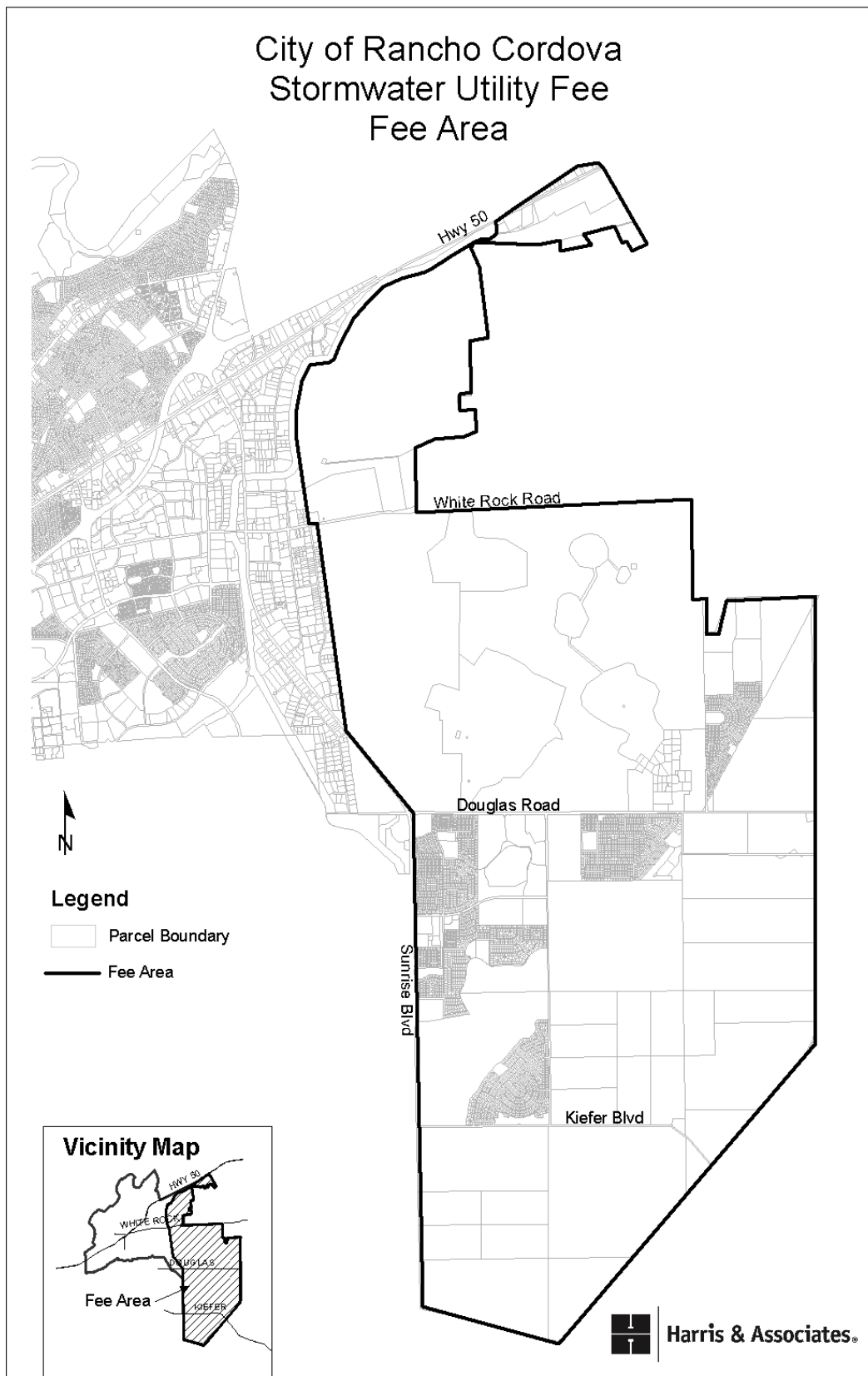
Appeals will be accepted annually up until June 30 for inclusion on the following fiscal year's property tax roll submittal. However, if an appeal is granted by Staff or the Director of Public Works that does not permit inclusion for the following fiscal year's property tax roll submittal, a reimbursement will be provided to the property owner by the City.

Respectfully submitted:

Harris & Associates

Dennis A. Anderson
Senior Project Manager

APPENDIX A



APPENDIX B

Runoff Coefficient

Land Use	Impervious
Single Family Residential less than 0.166 acres	50%
Single Family Residential 0.166 acres to 0.250 acres	40%
Single Family Residential 0.251 acres to 0.330 acres	30%
Single Family Residential 0.331 acres to 0.500 acres	25%
Single Family Residential Over 0.500 acres (excluding the first 0.500 acres)	5%
High-Density Residential (including Apartments and Mobile Home Parks)	75%
Condominiums	70%
Commercial Downtown Areas ¹	80%
Commercial Neighborhood Areas	70%
Industrial	80%
Schools	50%
Parks	25%
Greenbelts	10%

Footnotes:

¹ City of Rancho Cordova Municipal Code Chapter 15.

Sources:

1. Yolo County City/County Drainage Manual, February 2010.
2. Stormwater Quality Design Manual for the Sacramento and South Placer Regions, May 2007.

Appendix C

Cost Information

ITEM 10.2.

ATTACHMENT 3

County of Sacramento/City of Rancho Cordova Current Storm Drain Maintenance Costs

Pipe Repair Costs

Budget Classification		Repair Type	Actual Expenditures for FY 11/12	FY 13/14 Budget
County North	OCUO	Drain Line Upgrade or Repair	\$ 630,912.90	\$ 630,912.90
	OFFO	Fence Repair	\$ 19,343.41	\$ 19,343.41
	OHKO	Inlet Outfall Repair	\$ 455,724.02	\$ 455,724.02
	OMSO	Erosion Control	\$ 26,189.60	\$ 26,189.60
	OY8O	Manhole Repair	\$ 63,362.44	\$ 63,362.44
	RAMP	ADA Compliant Ramp	\$ -	\$ -
	Overhead	36.39%	\$ 435,026.56	\$ 435,026.56
	Total Budget=		\$ 1,630,558.93	\$ 1,630,558.93
County South	OCUO	Drain Line Upgrade or Repair	\$ 105,317.24	\$ 105,317.24
	OFFO	Fence Repair	\$ 35,802.01	\$ 35,802.01
	OHKO	Inlet Outfall Repair	\$ 214,660.90	\$ 214,660.90
	OMSO	Erosion Control	\$ -	\$ -
	OY8O	Manhole Repair	\$ 8,585.40	\$ 8,585.40
	RAMP	ADA Compliant Ramp	\$ -	\$ -
	Overhead	23.51%	\$ 85,667.45	\$ 85,667.45
	Total Budget=		\$ 450,033.00	\$ 450,033.00
Rancho Cordova	OCUO	Drain Line Upgrade or Repair	\$ 222,809.74	\$ 229,850.53
	OFFO	Fence Repair	\$ 26,326.14	\$ 27,158.05
	OHKO	Inlet Outfall Repair	\$ 224,877.26	\$ 231,983.38
	OMSO	Erosion Control	\$ -	\$ -
	OY8O	Manhole Repair	\$ 4,498.84	\$ 4,641.00
	RAMP	ADA Compliant Ramp	\$ -	\$ -
	Overhead	23.51%	\$ 112,504.88	\$ 116,060.03
	Total Budget=		\$ 591,016.86	\$ 609,692.99
Total LF of Pipes				
		County	7,865,755	7,865,755
		Rancho Cordova	1,349,271	1,349,271
Cost/LF of pipe for Repairs				
		County	\$ 0.26	\$ 0.26
		Rancho	\$ 0.44	\$ 0.45

* Costs were increased for 12/13 based on comparing actual expenditures in 11/12 with actual expenditures in 12/13.

County of Sacramento/City of Rancho Cordova
Current Storm Drain Maintenance Costs

Creek and Channel Cleaning

Budget Classification		Repair Type	Actual Expenditures FY 11/12	FY 13/14 Budget
County	OCCO	Inspect Channels	\$ 149,684.06	\$ 149,684.06
	ODSO	Clean, Inspect trach Racks and Box Culverts	\$ 203,337.83	\$ 203,337.83
	OF8O	Sandbag Distribution	\$ 5,184.60	\$ 5,184.60
	OFCO	Drainage Response	\$ 82,451.66	\$ 82,451.66
	OFDO	Concrete Channel Cleaning Bobcat	\$ 552,150.54	\$ 552,150.54
	OHWO	Vegetation Removal County Forces		
	OJZO	Clean and Inspect Outfall Structures	\$ 191,840.84	\$ 191,840.84
	OLCO	Access Road Maintenance	\$ -	\$ -
	OLDO	Mowing		
	OMPO	Expose Pipe End Mechanically	\$ 2,720.90	\$ 2,720.90
	OMRO	Channel Cleaning Mechanical	\$ 49,087.50	\$ 49,087.50
	OORC	Rodent Control	\$ 32,695.06	\$ 32,695.06
	OTVD	Tree Removal	\$ 79,463.44	\$ 79,463.44
	OVDO	Dry Spoil Dumping	\$ 8,137.34	\$ 8,137.34
	OWCO	Weed Control Chemical		
	Overhead	36.39%	\$ 493,691.29	\$ 493,691.29
	Total Budget=		\$ 1,850,445	\$ 1,850,445
County	OCCO	Inspect Channels	\$ 1,797.15	\$ 1,797.15
	ODSO	Clean, Inspect trach Racks and Box Culverts	\$ -	\$ -
	OF8O	Sandbag Distribution	\$ 2,464.80	\$ 2,464.80
	OFCO	Drainage Response	\$ 1,293.11	\$ 1,293.11
	OFDO	Concrete Channel Cleaning Bobcat	\$ 144,294.58	\$ 144,294.58
	OHWO	Vegetation Removal County Forces		
	OJZO	Clean and Inspect Outfall Structures	\$ -	\$ -
	OLCO	Access Road Maintenance	\$ 57,345.54	\$ 57,345.54
	OLDO	Mowing		
	OMPO	Expose Pipe End Mechanically	\$ -	\$ -
	OMRO	Channel Cleaning Mechanical	\$ 32,935.75	\$ 32,935.75
	OORC	Rodent Control	\$ -	\$ -
	OTVD	Tree Removal	\$ 214,736.46	\$ 214,736.46
	OVDO	Dry Spoil Dumping	\$ -	\$ -

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ATTACHMENT 3

Budget Classification		Repair Type	Actual Expenditures FY 11/12	FY 13/14 Budget
	OWCO	Weed Control Chemical		
	Overhead	23.51%	\$ 106,945.71	\$ 106,945.71
		Total Budget=	\$ 561,813	\$ 561,813
Rancho Cordova	OCCO	Inspect Channels	\$ -	\$ -
	ODSO	Clean, Inspect trach Racks and Box Culverts	\$ 413.30	\$ 413.30
	OF8O	Sandbag Distribution	\$ -	\$ -
	OFCO	Drainage Response	\$ -	\$ -
	OFDO	Concrete Channel Cleaning Bobcat	\$ 65,905.39	\$ 65,905.39
	OHWO	Vegetation Removal County Forces		
	OJZO	Clean and Inspect Outfall Structures	\$ -	\$ -
	OLCO	Access Road Maintenance	\$ -	\$ -
	OLD0	Mowing		
	OMPO	Expose Pipe End Mechanically	\$ -	\$ -
	OMRO	Channel Cleaning Mechanical	\$ -	\$ -
	OORC	Rodent Control	\$ -	\$ -
	OTVD	Tree Removal	\$ -	\$ -
	OVDO	Dry Spoil Dumping	\$ -	\$ -
	OWCO	Weed Control Chemical		
	Overhead	23.51%	\$ 15,592.45	\$ 15,592.45
		Total Budget=	\$ 81,911	\$ 81,911
Total LF of Channels				
		Rancho Cordova (unlined)	74,628	74,628
		Rancho Cordova (lined)	37,562	37,562
		Total Rancho Cordova	112,189	112,189
		County (unlined)	1,677,768	1,677,768
		County (lined)	216,153	216,153
		Total County	1,893,920	1,893,920
Cost/LF of Channel for Cleaning:				
		County	\$ 1.27	\$ 1.27
		Rancho	\$ 0.73	\$ 0.75

* Costs were increased for 12/13 based on comparing actual expenditures in 11/12 with actual expenditures in 12/13.

ITEM 10.2.

ATTACHMENT 3

County of Sacramento/City of Rancho Cordova Current Storm Drain Maintenance Costs

Activity	Size/Location	Cost/LF	Frequency	Notes
Pipes/Channels				
Hydro Cleaning	6"-24"	\$ 3.00	10 years	
TV Lines	all	\$ 7.50	25 years	
Creek and Channel Cleaning	Rancho	\$ 0.75	each year	Within SWU Budget
	Sac County	\$ 1.27		
Pump Maintenance	Covered within budget			Per County Staff Assume no pumps in new areas.
Repairs	2 crews year round	SWU funds support this		
Hydromod Basin		cost/ac		
Maintenance		\$ 4,830.00	annul	see detailed estimate
Herbicides		\$ 325.00	2 x's/year	
Additional costs				
Pesticide Control Advisor		\$ 20,000.00	annually	
Engineering admin support with regulatory agencies		10%	of maint costs/year	
Supervisors and managers		5%	of maint costs/year	

Hydromod Basin Maintenance

Basin Maintenance Costs	Cost per Acre
Trash Clean-up and Disposal (4 x's/year)	\$ 1,200
Mowing (2 x's/year)	\$ 200
Inspection 4 x's/year	\$ 1,600
Erosion Repair	\$ 800
Vegetation and Landscape Maintenance	\$ 800
Sub-total	\$ 4,600
Over-head Mark-up (5%)	\$ 230
Total Cost	\$ 4,830

Inspection Includes: Examine gates, fences and access ramp for damage and overgrown vegetation, check basin slopes for erosion, excess vegetation, debris and animal burros, check flow line for excess vegetation and sediment, check for erosion at water line, large/floating debris, and excess vegetation. Check for debris, creacks and instructure, and erosion at inlets and outlets. Also check access control racks for debris and to snrue they are locked and secured. Check riprap at inlet weir

Appendix D

Detailed Land Use Data

		Arista Del Sol		Arboretum		Douglas 98		Douglas 103		Grantline 208		Montelena		Rio Del Oro		Suncreek		The Ranch (Sunridge)		Sunridge Lot J		Westborough		North Douglas II		Heritage Falls		Anatolia IV		Anatolia		Sunridge				
	Land Use/ Zoning Description	AC	Units	AC	Units	AC	Units	AC	Units	AC	Units	AC 2012	Units 2012	AC	Units	AC 2013	Units 2012		AC 2013	Units 2012	Est.	Units 2013	AC	Units	AC	Units	AC	Units	AC	Units	GIS AC	GIS Units	GIS AC	GIS Units	Total Acres	Total Units
Residential:																																				
LDR	SF (2.1-6.0 DU/AC)	35.3	176	144.8	698			3.7	14	44.7	276	71.4	388	1,518.5	7,593	179.4	899		142.3	694	35.8	179	347.2	1,580	17.70	153.00	72.20	303.00	21.60	203.00					2,635	13,156
	MD (6.1-12 DU/AC)															321.5	2,524																	322	2,524	
MDR	MD (6.1-18.0 DU/AC)	83.8	556	290.0	2,334 ^a	94.2	528	28.2	287	42.8	227	54.4	402	256.0	2,048	43.7	286 ^c		105.4	685	17.5	192	146.8	1,389			92.10	525.00			450.8	2,831	146.4	941	1,852	13,231
	MD (14.0-29.9 DU/AC)			60.4	885																													60	885	
HDR	HD (18.1-40.0 DU/AC)													98.0	1,960	44.2	980		12.2	378 [*]			30.4	922			6.80	132.00							192	4,372
	HD (30+ DU/AC)			29.5	825																													30	825	
	Residential Total	119.1	732	524.7	4,742	94.2	528	31.9	301	87.5	503	125.8	790	1,872.5	11,601	588.8	4,689		259.9	1,757	53.3	371	524.4	3,891	17.7	153	171	960	22	203	450.8	2,831	146.4	941	5,090	34,993
Non-Residential:																																				
VC	Village Commercial			16.9				19.5				16.6		20.0		22.0		13.5					93.3												202	
LTC	Local Town Center			30.4										20.0									83.5												134	
RTC	Regional Town Center			0.9										113.0		58.4																			172	
BP	Business Park	6.6		65.0										86.0																					158	
MP	Industrial Park													283.0																					283	
Education:																																				
HS/MS	High School/Middle School			72.6										78.0		110.9 ^b							94.0 ^b												356	
MS	Middle School													20.0																					20	
ES	Elementary School			21.2						10.6				54.0													5.50			10.8					102	
Open Space & Public:																																				
CP	Community Park	11.4		60.7						7.8				107.0		44.9		29.3					52.3												313	
P/QP	Public/Quasi Public			2.0								3.2		7.5		12.3							10.6												37	
NP	Neighborhood Park	3.1		3.8		8.2		5.2		3.4		20.8		67.5		17.0		8.6		6.4					0.71		17.20		3.70		21.2		7.0		194	
SWD	Storm Water Detention	4.0								15.0		9.6		39.0		53.5		24.3							4.00		17.40				9.5		9.6		186	
WP	Wetland Preserve	55.8						43.8		81.0		54.5		510.0																					745	
DP	Drainage Parkway													138.0		5.0							104.6				15.30					7.2		270		
PR	Private Recreation													54.0													4.20			4.3					63	
OS	Open Space			144.5										22.0											0.60		0.80								168	
OS/P	Open Space/Preserve													12.0		45.6		174.0					47.7											279		
LC	Landscape Corridors	1.1				2.8								82.0		19.2											2.70		1.30		13.4		0.7		123	
GB	Green Belts							2.6						51.0																					54	
ROW	Right-of-way	9.5		104.3				8.5		5.3		22.4		192.0		82.6		20.5		14.5			127.1				6.90		2.20						596	
BR/WP	Reservoir / Wetland Preserve			302.8												205.1									19.80										528	
S	Sewer Lift Station / Utility Substation			1.0																											6.6		6.4		14	
	Vacant (unknown dev plan)																													567.4		27.3			595	
	Total Non-residential	91.5		826.1		11.0		79.6		123.1		127.1		1,956.0		676.5		270.2		20.9			613.1		25.1	0.0	70.0	0.0	7.2	0.0	634.3		58.2		5,590	
	Total Residential & Non-Res	210.6	732.0	1,350.8	4,742.0	105.2	528.0	111.5	301.0	210.6	503.0	252.9	790.0	3,828.5	11,601.0	1,265.3	4,689.0		530.1	1,757.0	74.1	371.0	1,137.5	3,891.0	42.8	153.0	241.1	960.0	28.8	203.0	1,085.1	2,831.0	204.6	941.0	10,680	

Notes: All data is from recent plans received in Nov 2013 unless specified otherwise.
^a Arboretum has 2 MD residential classifications. The first line is for 6.1-13.9 DU/AC (instead of 6.1-18)
^b Acreage for all schools
^c Suncreek has 2 MD residential classifications. The second line is for 12.1-18 DU/AC (instead of 6.1-18)

Includes April 2012
Amendment

AC estimated

Stormwater Utility Fee

Sample of the Stormwater Utility Fees for Fiscal Year 2020-2021:

Table 1

Land Use Description	Total Area (acres)	Sample Fee
Single Family Residential (SFR1)	0.16	\$134.93
Single Family Residential (SFR2)	0.22	\$148.42
Single Family Residential (SFR3)	0.30	\$158.55
Single Family Residential (SFR4)	0.40	\$168.65
Single Family Residential (SFR5)	1.00	\$168.65
Multi-Family Residential (MFR1)	5.00	\$1,180.74
Commercial	1.00	\$1,265.09
Industrial	1.00	\$1,349.45
Schools	5.00	\$843.40
Private Recreation	1.00	\$421.68
Parks/Greenbelts	2.00	\$168.65
Public Property (with structures)	2.00	\$506.02

MEMORANDUM



ITEM 10.3.

DATE: November 2, 2020

TO: Honorable Mayor and Council Members

FROM: Albert Stricker, Public Works Director
Steve Harriman, Public Works Division Manager

SUBJECT: **AN ORDINANCE REPEALING AND REPLACING CHAPTER 6.20 "SOLID WASTE MANAGEMENT" AND CHAPTER 6.21 "BUSINESS AND MULTIFAMILY RECYCLING AND ORGANICS RECYCLING" TO PLACE CERTAIN REQUIREMENTS ON FRANCHISED WASTE HAULING COMPANIES TO ENSURE COMPLIANCE WITH STATE LAW**

RECOMMENDATION

Introduce and waive the first reading of the Ordinance repealing and replacing Chapter 6.20 "Solid Waste Management" and Chapter 6.21 "Business and Multifamily Recycling and Organics Recycling", and schedule November 16, 2020 for the second reading of the Ordinance.

RESULT OF RECOMMENDED ACTION

Adoption of the Ordinance will repeal and replace Chapters 6.20 and 6.21 of the Rancho Cordova Municipal Code. The proposed repeal and replace action will amend the requirements in the municipal code on franchised waste hauling companies in order to ensure compliance with current recycling laws and regulations.

BACKGROUND

The California legislature has enacted several laws that regulate the handling of organic waste materials like food scraps and yard clippings generated by commercial businesses and multifamily properties, as well as other commercially generated recyclable materials like mixed paper, aluminum and tin cans, glass, plastics, etc. Organic waste materials release methane gas when disposed in landfills during the decomposition process, which is a potent greenhouse gas. The intent of the organics recycling laws, including AB 1826 and SB 1383, is to reduce landfill disposal of organic materials in an effort to mitigate climate change.

The current version of the Rancho Cordova Municipal Code requires waste haulers to "offer"

commercial recycling and organic recycling services to their commercial and multifamily customers. This requirement has resulted in approximately 13% of commercial and multifamily generators in Rancho Cordova subscribing to organics recycling services and 68% to recycling collection programs for aluminum, glass, paper, plastics, etc. CalRecycle has notified the City that the current compliance rates must improve to avoid future penalties and regulatory action.

The proposed new requirements for franchised waste haulers included in Section 6.21.080 (I) of the municipal code reads as follows:

I. Franchised waste haulers shall not provide garbage collection services to a business or multifamily residential property covered generator unless that business or multifamily property covered generator is also receiving both recyclable material and organics recyclable material collection services from the same franchised waste hauler providing garbage service; or

1. Unless the franchise waste hauler has received a completed alternative compliance and exemption form from the business or multifamily residential covered generator; and

2. The city has received and provided the covered generator with written approval of its alternative compliance and exemption form request and notified the franchised waste hauler in writing of any such approval.

This ordinance change has been approved by the franchised waste haulers and CalRecycle, and is currently being implemented by other jurisdictions in Sacramento County. The franchised waste haulers will have a transition period through June 30, 2021 to bring their commercial and multifamily customers into compliance with commercial recycling and organic waste services. After the transition period a franchised waste hauler providing garbage collection services only, and not organics and/or recycling collection services, would be in violation of the code and subject to corrective action. Commercial customers will have the option to self-haul or use more than one waste hauler for garbage, organics and recyclables collection services, however the customer would be required to provide an alternative compliance form to the City.

The proposed changes to Chapter 6.20 of the municipal code are primarily amendments to definitions to improve consistency with new state laws governing commercial solid waste, recycling and organics collection services.

Red-line versions of the proposed revisions to Chapters 6.20 and 6.21 are attached for reference.

FISCAL IMPACT AND FUNDING SOURCE

The proposed revisions to the municipal code will not impact the general fund.

ATTACHMENT(S)

1. Ordinance

2. Exhibit A to the Ordinance Chapter 6.20
3. Exhibit B to the Ordinance Chapter 6.21
4. Chapter 6.20 Redline Version
5. Chapter 6.21 Redline Version

CITY OF RANCHO CORDOVA

ORDINANCE NO. XX-2020

AN ORDINANCE OF THE RANCHO CORDOVA CITY COUNCIL REPEALING AND REPLACING CHAPTER 6.20 “SOLID WASTE MANAGEMENT” AND CHAPTER 6.21 “BUSINESS AND MULTIFAMILY RECYCLING” OF THE RANCHO CORDOVA MUNICIPAL CODE TO PLACE CERTAIN REQUIREMENTS ON FRANCHISED WASTE HAULING COMPANIES TO ENSURE COMPLIANCE WITH STATE LAW

THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA DOES ORDAIN AS FOLLOWS:**Section 1. Purpose and Declarations.**

WHEREAS, California has enacted several laws that regulate the handling of organic waste materials like food scraps and yard clippings generated by commercial businesses and multifamily properties, as well as other commercially generated recyclable materials like mixed paper, aluminum and tin cans, glass, plastics, etc.; and

WHEREAS, organic waste materials release methane gas when disposed in landfills during the decomposition process, which is a potent greenhouse gas. The intent of the state's organics recycling laws, including AB 1826 and SB 1383, is to reduce landfill disposal of organic materials in an effort to mitigate climate change; and

WHEREAS, the Rancho Cordova Municipal Code currently requires waste haulers to “offer” commercial recycling and organic recycling services to their commercial and multifamily customers, and this requirement has resulted in approximately 13% of commercial and multifamily generators in Rancho Cordova subscribing to organics recycling programs and 68% to traditional recycling programs for aluminum, glass, paper, plastics, etc.; and

WHEREAS, to improve compliance with state laws regarding recycling, the City is proposing modifications to its Municipal Code to establish new requirements for franchised waste haulers in the City; and

WHEREAS, the City has engaged its franchised waste haulers and other stakeholders in the City in the development of this ordinance; and

WHEREAS, after implementation, there will be a transition period for the franchised waste haulers to bring their commercial and multifamily customers into compliance with the City's new regulations.

Section 2. Findings. This Ordinance is adopted pursuant to the following findings:

A. The business of collecting and subsequently transporting, transferring, disposing and/or recycling of residential and commercial solid waste generated, kept or accumulated within the incorporated limits of the city of Rancho Cordova affects the health, safety, public welfare and quality of life of the inhabitants of the city. The city further declares that the business of collecting

and disposing of residential and commercial solid waste is a public service and should be regulated by the city to ensure reliability and adequacy of service. The use of any public street or public property in connection with such business is of great concern to the city and should be regulated by the city.

B. Residential waste collection service will be most efficient, and at a lower cost, when collection routes provide door-to-door service uninterrupted by competition in the same area; and that exclusive residential collection services allow for energy conservation in fuel consumed by collection equipment, for the reduction of traffic congestion on roads and streets, and for fewer adverse effects on public streets and rights-of-way due to less truck traffic.

C. To ensure compliance with state law, the City is requiring and promoting recycling and organics recycling, by requiring covered generators in the City to: (i) keep recyclable materials separate from all other garbage for recycling; (ii) to keep organic recyclable materials separate from all other garbage for organics recycling; (iii) provide City approved signs and labeled containers for the storage and collection of recyclable materials and organic recyclable materials; (iv) self-haul recyclable materials and/or organic recyclable materials with written approval from the Public works director and/or his or her designee or enter into a written service agreement for the collection and subsequent delivery of recyclable materials and organic recyclable materials to a recycling facility; and (v) prohibiting the collection of garbage to covered generators that are not subscribed to recyclable material and organic recyclable material collection services with the same franchised waste hauler or who have not received written approval from the Public works director and/or his or her designee for an exemption or waiver.

D. It is the intent of the City by adoption of this Ordinance to create a mechanism by which the City may require the implementation of recycling programs and organics recycling programs for covered generators within the City to ensure the City meets and maintains the 50% waste diversion requirements of Public Resources Code section 41780(a)(2).

Section 3. Amendment of Code. Chapter 6.20 "Solid Waste Management" of the Rancho Cordova Municipal Code is hereby repealed and replaced with the attached Chapter 6.20 "Solid Waste Management," as shown and incorporated in the attached Exhibit A.

Section 4. Amendment of Code. Chapter 6.21 "Business and Multifamily Recycling and Organics Recycling" of the Rancho Cordova Municipal Code is hereby repealed and replaced with the attached Chapter 6.21 "Business and Multifamily Recycling and Organics Recycling" as shown and incorporated in the attached Exhibit B.

Section 5. CEQA. Approval of the amendments in this Ordinance is exempt from further environmental review under the general rule in California Environmental Quality Act ("CEQA") Guidelines section 15061(b)(3) that CEQA only applies to projects that have the potential for causing a significant effect on the environment. The proposed amendments are not a "project" within the meaning of CEQA because the amendments seek to further regulate or clarify uses that are already present in the City and/or provide consistency with State law and no significant expansion of these activities can reasonably be anticipated to occur. Because no expansion of uses or activities is reasonably anticipated, no possibility exists that the ordinance will result in a significant effect on the environment. Thus, the proposed ordinance is not subject to the

requirements of CEQA.

Section 6. Severability. If any provision of this Ordinance, or the application thereof to any person or circumstance, is held invalid, the remainder of the Ordinance, including the application of such part or provision to other persons or circumstances, shall not be affected thereby and shall continue in full force and effect. To this end, provisions of this Ordinance are severable. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases be held unconstitutional, invalid or unenforceable.

Section 7. 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 2nd day of November, 2020, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

David M. Sander, Mayor

Stacy Leitner, CMC
City Clerk

Chapter 6.20**SOLID WASTE MANAGEMENT¹**

Sections:

6.20.010	Purpose and declarations.
6.20.020	Definitions.
6.20.030	Collection or transportation prohibited.
6.20.035	Mandatory service.
6.20.040	Public agency exemption.
6.20.045	Mandatory service exemption.
6.20.050	Franchise requirement.
6.20.055	Exempt collection or transportation.
6.20.060	City council authority to grant franchise.
6.20.070	Franchise terms and conditions.
6.20.080	Application for commercial or residential franchise.
6.20.090	Commercial franchise application review process.
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6.20.130	Franchise fees.
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6.20.150	Restrictions on franchisees.
6.20.160	Medical waste.
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6.20.180	Abatement proceedings.
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6.20.240	Vehicle inspection.
6.20.250	Vehicle requirements.
6.20.260	Covered load requirement.
6.20.270	Rights reserved to city.
6.20.280	Other franchise provisions.
6.20.290	Criminal penalties for violations.
6.20.300	Civil penalties for violations.
6.20.310	Settlement process.
6.20.320	Hearing officer.
6.20.330	Appeals.
6.20.340	Appeal hearing.

6.20.010 Purpose and declarations.

A. It is hereby declared and determined that the business of collecting and subsequently transporting, transferring, disposing and/or recycling of residential and commercial solid waste generated, kept or accumulated within the incorporated limits of the city of Rancho Cordova affects the health, safety, public welfare and quality of life of the inhabitants of the city. The city further declares that the business of collecting and disposing of residential and commercial solid waste is a public service and should be regulated by the city to ensure reliability and adequacy of service. The use of any public street or public property in connection with such business is of great concern to the city and should be regulated by the city. Therefore, it is the purpose of this chapter to provide such regulation.

The city further declares that residential collection service will be most efficient, and at a lower cost, when collection routes provide door-to-door service uninterrupted by competition in the same area; and that exclusive

ITEM 10.3.

ATTACHMENT 2 Exhibit A to the Ordinance

residential collection services allow for energy conservation in fuel consumed by collection equipment, for the reduction of traffic congestion on roads and streets, and for fewer adverse effects on public streets and rights-of-way due to less truck traffic.

B. It is the further purpose of this chapter to regulate such business in order to ensure its orderly operation and to minimize the adverse effects it may have on the local environment. It is also the purpose of this chapter, aside and apart from regulation, to require compensation for the value of the franchise issued by the city.

C. It is the further purpose of this chapter to provide for the uniform regulation of residential and commercial solid waste collection, removal and transportation within the geographical area of the city.

D. The city hereby elects to have the grant of franchises governed by this chapter, and any ordinances amendatory thereof, and these provisions shall constitute the exclusive procedure applicable to the granting of franchises for the conduct of the business of collecting, transporting or disposing of residential and commercial solid waste. [Ord. 22-2012 § 2].

6.20.020 Definitions.

Unless the context otherwise requires, the definitions set forth in this section shall govern the interpretation of this chapter.

A. “City” means the city of Rancho Cordova.

B. “City council” means the city council of the city of Rancho Cordova.

C. “City clerk” means the city clerk of the city of Rancho Cordova.

D. “City engineer” means the engineer of the city of Rancho Cordova.

E. “City limits” means the territorial jurisdiction of the city of Rancho Cordova.

F. “Collection” means the act of picking up and removing solid waste or recyclable material at the place of waste generation.

G. “Commercial hauler” means any person who loads, collects, hauls, or transports commercial solid waste for a fee by use of any means, including, but not limited to, a dumpster truck; roll-off truck; a side-load, front-load, or rear-load garbage truck; or a trailer.

H. “Commercial solid waste” means all solid waste, as defined in this chapter, that is generated by and at commercial and industrial sources, multifamily residential property, and construction and demolition activities that is collected by a commercial hauler.

I. “Franchise” or “commercial franchise” means a commercial solid waste and recyclables collection franchise issued under the provisions of this chapter to a commercial hauler within the city.

J. “Franchisee” means a person or entity holding a franchise issued pursuant to this chapter.

K. “Garbage” means all putrescible and non-putrescible solid, semisolid, and liquid wastes, including, trash, refuse, paper, rubbish, ashes, industrial wastes, demolition and construction wastes, discarded home and industrial appliances, dewatered, treated or chemically fixed sewage sludge which is not hazardous waste, manure, vegetable or animal solid and semi-solid wastes, and other discarded solid and semi-solid wastes. “Garbage” does not include hazardous waste or low-level radioactive waste regulated under Chapter 7.6 (commencing with Section 25800) of Division 20 of the California Health and Safety Code or medical waste. “Garbage” does not include recyclable materials or organic recyclable materials set out for separate collection for the purposes of recycling and that are not landfilled.

***Note:** The distinction between garbage and solid waste is that solid waste includes garbage, recyclable materials, and organic recyclable materials while “garbage” does not.*

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L. “Materials recovery facility” or “MRF” means any facility designed, operated, and legally permitted for the purpose of receiving, sorting, processing, storing, or preparing recyclable materials for sale and which has obtained, and maintains valid permit(s) to accept, process or store recyclable materials. This definition shall apply only within the framework of materials recovery facility services and reporting of this chapter.

M. “Multifamily residential property” means five or more individual living units located on a single parcel of land and any mobile home park located within the city.

N. “Person” means an individual, firm, limited liability company, association, partnership, industry, public or private corporation, or any other entity whatsoever.

O. “Police chief” means the chief of police of the city of Rancho Cordova.

P. “Public works director” means the public works director of the city of Rancho Cordova, California.

Q. “Recycling” means the process of collecting, sorting, cleansing, treating and reconstituting materials that would otherwise become solid waste and returning them for use or reuse in the form of raw materials for new, used or reconstituted products which meet the quality standard necessary to be used in the marketplace. “Recycling” does not include transformation as defined in Public Resources Code Section 40201.

R. “Recycling facilities” means those facilities or operations that receive, process, and transfer to market recyclable materials that have been source separated from the solid waste stream.

S. “Recyclable material” or “recyclables” means materials that have been separated from the solid waste stream prior to disposal for the purpose of returning them for use or reuse in the form of raw materials for new, used or reconstituted products which meet the quality standard necessary to be used in the marketplace, and that are not landfilled.

T. “Removal” means the act of taking solid wastes or recyclable materials from the place of generation.

U. “Residential dwelling unit” means an individual living unit in a single-family dwelling, condominium, townhouse, mobile home, duplex (two units), triplex (three units), fourplex (four units) or building of four or less total individual living units intended for, or capable of being utilized for, residential living other than a hotel or motel.

V. “Residential hauler” means any person who loads, collects, hauls, or transports residential solid waste for a fee by use of any means, including, but not limited to, a dumpster truck; roll-off truck; a side-load, front-load, or rear-load garbage truck; or a trailer.

W. “Residential solid waste” means all solid waste, as defined in this chapter, that is generated by and at a residential dwelling unit.

X. “Residential franchise” means a residential solid waste collection franchise issued under the provisions of this chapter to a residential hauler within the city.

Y. “Solid waste” means all putrescible and nonputrescible solid, semisolid, and liquid wastes, including garbage, trash, refuse, paper, rubbish, ashes, industrial wastes, construction and demolition debris, discarded home and industrial appliances, dewatered, treated or chemically fixed sewage sludge which is not hazardous waste, manure, vegetable or animal solid and semi-solid wastes, and other discarded solid and semi-solid wastes. “Solid waste” does not include hazardous waste or low-level radioactive waste regulated under Chapter 7.6 (commencing with Section 25800) of Division 20 of the Health and Safety Code, or medical waste. “Solid waste” includes recyclable materials set out for separate collection for the purposes of recycling, and that are not landfilled.

Z. “Source separate” or “source separated” means the process of removing recyclable materials from solid waste for the purpose of recycling.

AA. “Treated medical waste” means medical waste as defined in subsection (a) of Health and Safety Code Section 25023.5.

BB. "Construction and demolition debris" means used or discarded materials resulting from construction, renovation, remodeling, repair or demolition operations on any pavement, house, commercial building, or other structure and such other materials as may be removed during the normal cleanup process of such construction, renovation, remodeling, repair, or demolition operations. This includes mixed construction and demolition debris and source separated recyclable construction and demolition material. [Ord. 22-2012 § 2].

6.20.030 Collection or transportation prohibited.

Except as authorized by RCMC 6.20.040 and 6.20.050, it shall be unlawful for any person to engage in the business of collecting, removing or transporting residential or commercial solid waste, or otherwise organizing, directing, sponsoring, brokering or causing the collection, removal or transportation of commercial residential or solid waste within the city without possessing a valid franchise or valid residential franchise granted by the city. [Ord. 22-2012 § 2].

6.20.035 Mandatory service.

Except as otherwise expressly provided by this chapter, the owner, tenant, or occupant of every improved parcel (parcel with one or more business and/or residential buildings approved for occupancy) located within the city shall subscribe to a solid waste collection service from a residential or commercial franchisee operating pursuant to this chapter. Each business (DBA) and/or residential building with a separate address and each separate business unit and each separate residential unit (under separate rental agreement) with a common address located on such parcel shall subscribe to such service. The owner, tenant or occupant of a parcel with a residential dwelling unit shall subscribe to a collection service from a residential franchisee operating according to this chapter. The owner, tenant, or occupant of a parcel with a commercial or multifamily property shall subscribe to a collection service from a commercial franchisee operating according to this chapter.

Any owner of an improved five-acre or larger parcel may submit a written request for an exemption from mandatory service to the public works director, and/or his or her designee, who will consider such requests on a case-by-case basis. The public works director, and/or his or her designee, will submit a written response within 30 days of receipt of a written request either approving or denying the exemption from mandatory service. [Ord. 22-2012 § 2].

6.20.040 Public agency exemption.

The provisions of RCMC 6.20.035 shall not be applicable to the United States, the state of California, the county, a city, a special district or any other local public agency with respect to the accumulation, collection or transportation of refuse resulting from operations of such agency. [Ord. 22-2012 § 2].

6.20.045 Mandatory service exemption.

The public works director, and/or his or her designee shall, upon application, grant a written exemption from the mandatory collection service requirements established by RCMC 6.20.035 for any property utilized for commercial purposes which does not generate solid waste, and may grant such an exemption for any residential dwelling unit (but not multifamily residential properties) if it determines that the occupant has made adequate and appropriate arrangements for the disposal of solid waste and required subscription to collection service would constitute an unreasonable hardship or impractical burden. [Ord. 22-2012 § 2].

6.20.050 Franchise requirement.

It is unlawful for any person to engage in the business of collecting, transporting or disposing of residential or commercial solid waste kept, accumulated or generated in the city, or to engage in the business of soliciting accounts or invoicing customers for residential or commercial solid waste service in the city unless:

A. A commercial franchise or residential franchise therefor has first been granted pursuant to the provisions of this chapter and such franchise is in full force and effect and a written franchise agreement therefor has been executed between such person and the city and such agreement is in full force and effect. [Ord. 22-2012 § 2].

6.20.055 Exempt collection or transportation.

The following persons shall be authorized to organize, direct or sponsor the collection, removal or transportation of residential or commercial solid waste within the city, or collect, remove or transport such solid waste, without a franchise or a residential franchise:

A. The United States, the state of California, a city, a special district or other local public agency, or any employee

or member of the Armed Forces thereof, or any individual or employee of such individual who has entered into a contract for solid waste collection with a federal or state agency, when collecting or transporting solid waste produced by operation of the public entity under a system of solid waste collection and transportation operated and maintained by the public agency;

B. The owner, operator or occupant or employee of a farm or ranch consisting of five acres or more, when transporting for off-site disposal solid waste accumulated as a result of operation of the farm or ranch;

C. An owner or occupant of a residential or multifamily residential property, when collecting or transporting recyclable materials and/or organic recyclable materials, not containing garbage, from his or her residential premises to a lawful point of disposal;

D. A residential construction contractor, commercial or residential gardener and those engaged in the business of cleaning residential, commercial and multi-family residential properties and employees thereof, when collecting or transporting solid waste consisting of by-products of the services provided to a lawful disposal location;

E. A person or employee thereof, when collecting or transporting dead animals, bones, meat scraps or food waste resulting from food processing plants for tallow or fertilizer, or other waste material to be used as raw material in manufacturing, or solid waste that is collected without charging a fee to the customer for purposes of salvage; provided, that such persons shall reuse or recycle or cause to be reused or recycled all materials collected, and shall not transport or arrange for the transport of any collected materials to a disposal site;

F. An operator or employee thereof of one or more industrial plants which are under single ownership, when collecting or transporting wastes which cannot be handled by standard solid waste collection equipment or which involve significant health, operating or handling hazards, including but not limited to rice hulls, tomato pulp, chemical residues, explosives, and other toxic, noxious or hazardous substances; provided, that all such wastes shall be deposited at an appropriate disposal area permitted pursuant to California State solid or hazardous waste management standards.

Any transportation of solid waste authorized by this section shall be conducted in strict compliance with any and all requirements of this chapter relating to transportation and any regulations issued hereunder;

G. Any person collecting or transporting hazardous waste, medical waste and designated waste, as defined in law, regardless of its source;

H. Any person collecting or transporting by-products of sewage treatment, including sludge, sludge ash, grit, and screenings;

I. Any person collecting or transporting residue or nonprocessable waste from a solid waste management facility, including material recovery, composting, and transformation facilities; and

J. Municipal corporations and other governmental agencies using their own vehicles engaged in the collection, transportation, or disposal of solid waste within the city. [Ord. 22-2012 § 2].

K. Any commercial edible food recovery organization collecting edible food from commercial establishments resulting in the recovery and redistribution of edible food for consumption.

6.20.060 City council authority to grant franchise.

A. The city council may and is hereby empowered to grant to a qualified applicant a nonexclusive franchise to engage in the business of collecting, transporting or disposing of commercial solid waste, accumulated or generated in the city, or to delegate the authority, by resolution, to the public works director, and/or his or her designee, to grant the franchise.

B. The city council may and is hereby empowered to grant to a qualified applicant an exclusive residential franchise to engage in the business of collecting, transporting or disposing of residential solid waste and recyclable materials kept, accumulated or generated in the city, or to delegate the authority, by resolution, to the public works director, and/or his or her designee, to grant the franchise according to the procedures set forth in RCMC 6.20.080 and

6.20.095.

C. The city council may grant a commercial franchise or a residential franchise to an applicant based on compliance with this chapter. Any grant of a commercial franchise or a residential franchise by the city council may be subject to such terms, conditions, rules, regulations, restrictions, and limitations as the city council deems necessary to protect the public health, safety, or welfare.

D. The city council hereby empowers and grants to the public works director, and/or his or her designee, the authority to administer and negotiate nonsubstantive changes to the commercial franchise and residential franchise agreements. The city council may delegate authority by resolution to the public works director, and/or his or her designee, to administer, negotiate and execute franchise agreements. [Ord. 22-2012 § 2].

6.20.070 Franchise terms and conditions.

A. All franchises and residential franchises shall be subject to the terms and conditions specified in this chapter, in the franchise agreement and in all other applicable federal, state and local laws and regulations.

B. In granting any franchise or residential franchise, the city council may prescribe such other additional terms and conditions, not in conflict with this chapter, as in the judgment of the city council are in the public interest.

C. Each franchisee shall provide residential or commercial solid waste collection, removal, recycling, and transportation services consistent with the provisions of this chapter, the terms and conditions of the franchise issued to the franchisee, and any applicable federal, state, or local statute, ordinance, rule or regulation.

D. Each franchisee shall provide services without undue interruptions caused by mechanical failures or other inadequacies of equipment and shall utilize equipment in quantities and of an age and quality adequate for the provisions of reliable service and to provide preventive and repair maintenance of such equipment sufficient to ensure reliability. [Ord. 22-2012 § 2].

6.20.080 Application for commercial or residential franchise.

A. All applications for commercial or residential franchises pursuant to this chapter shall be in writing and shall be filed with the public works director, and/or his or her designee.

B. Each application for a commercial or residential franchise from a company that has never held a commercial or residential franchise in the city shall be submitted by the applicant on a form provided by the public works director, and/or his or her designee. The application shall contain all attachments with the following information:

1. Identification.

a. The name and address of the applicant.

b. Business address and telephone number of the applicant.

c. Address where all vehicles and operating equipment used within the city will be kept.

d. If the applicant is a partnership, the applicant shall include the name and address of each partner, general, limited or otherwise, owning more than 10 percent ownership in the partnership and their percentage of ownership.

e. If the applicant is a corporation, the application shall state the names and addresses of the corporation's directors, date and place of incorporation, main offices, major stockholders and associates, and the names and addresses of the parent and subsidiary companies.

f. If the applicant is an affiliate or a franchised operation of another corporation (not to be confused in this instance with a solid waste franchisee of the city), the applicant shall list the names and addresses of the parent or subsidiary companies, together with a description of their business interests and/or ownership.

g. If the applicant is a joint venture or other combination of persons and corporations, identify separately the names and addresses of each member of the joint venture or combined effort, together with their

percentage interest.

2. Business Operations. The names of the executive, operational and financial managers to be used in connection with the solid waste collection services, together with documentation that such persons and the applicant have sufficient experience in solid waste handling to perform solid waste collection services in the city.

a. Attestation that books and accounts of all revenue and income arising out of its operations will be kept in a manner that conforms to generally accepted accounting principles.

b. A statement that the applicant shall obtain insurance prior to commencing business subject to the franchise agreement.

c. A statement that the applicant shall maintain and report on a timely basis all operational information and data elements reasonably required by the city to comply with its reporting requirements such as those established under AB 939, and as defined in the franchise agreement.

d. A complete listing and explanation of any civil or criminal rulings or judgments in excess of \$5,000, or convictions against applicant, any of applicant's partners, major stockholders, corporate directors or parent or subsidiary companies, occurring within the last five years. Applicants that are subject to the periodic reporting requirements of Section 13(a) of the Securities Exchange Act may, in lieu of the information required by this subsection, submit the information reported pursuant to 17 CFR 229.103 (Legal proceedings) and 229.403 (Security ownership of certain beneficial owners and management) on the most recent form 10-K filed by the applicant with the Securities and Exchange Commission.

3. Facilities and Equipment.

a. A description of all vehicles and equipment that the applicant owns, has control of, or intends to acquire for the collection, transportation, or disposal of commercial waste in the city and which are subject to the provisions of the franchise agreement. A statement as to whether said vehicles and equipment are self-unloading and equipped with audible automatic back-up warning devices. The minimum vehicle description for existing vehicles shall include Vehicle Identification Number (VIN) and license plate number.

b. Evidence demonstrating that the applicant owns or will have access to suitable facilities for keeping vehicles and equipment clean and in good repair, and that the applicant owns or will have access to reasonable office and billing facilities.

c. Evidence demonstrating that the applicant owns or will have the legally enforceable right to use at least two collection vehicles, the bodies of which are closed, leak-resistant, and constructed for the purpose of solid waste collection, transportation, and disposal. In the alternative, for the purposes of this provision, an applicant may demonstrate by the evidence that they service and transport open-top roll-off boxes for the collection, transportation, and disposal of nonputrescible waste and/or roll-off compaction boxes which are closed, leak-resistant, and are constructed for the purpose of solid waste collection, transportation, and disposal.

4. Financial Resources. Applicant shall provide proof satisfactory to the public works director, and/or his or her designee, that the applicant has adequate financial resources to conduct commercial solid waste collection services.

5. Diversion Plans. Each franchisee shall submit a diversion plan with their franchise application. The diversion plan shall provide a detailed description of how the franchisee intends to divert recyclable materials from commercial solid waste in order to assist the city in meeting the city's AB 939 reporting requirements.

6. Application for Police Chief Review.

a. The city may request that the police chief review each franchise application prior to the city issuing a franchise. The public works director, and/or his or her designee, may refer all franchise applications or

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renewals pursuant to this chapter to the police chief who, in conjunction with city staff, shall make such investigation of the applicant as the police chief deems necessary in order to determine whether the applicant's character or the business responsibility of the firm the applicant represents is satisfactory. The requirements of this section apply to all pending or future applications or proposals for issuance or renewal of such franchise pursuant to this chapter. The police chief's investigation may include, but is not limited to, obtaining the fingerprints and a photograph of the applicant, or any other person connected with the firm which the applicant represents, and the obtaining of reports from the state and federal law enforcement agencies and reports from any other appropriate sources.

b. If requested to review an application, the police chief shall evaluate each franchise application or proposal to determine whether the operation of the business which the applicant or party submitting the proposal represents would involve an unreasonable risk to the health, safety or general welfare of the public. In making such a determination, the police chief shall consider the character of the applicant or party submitting the proposal and each director, officer, manager and other person who exercises policy control over the operations of the applicant or proponent, the business responsibility of the firm which the applicant or party submitting the proposal represents, and the manner in which the firm intends to conduct its business.

c. The police chief shall notify the public works director, and/or his or her designee, of the results of the investigation conducted pursuant to this section. If the police chief recommends disapproval of the application or proposal, the reasons for disapproval shall be specified in writing. The police chief shall forward a copy of the statement of reasons to the public works director, and/or his or her designee, and shall provide a copy to the applicant or party submitting the application.

7. Other.

a. Any other evidence that demonstrates that the applicant is able to render collection and subsequent transportation and/or disposal services in accordance with applicable federal, state and local statutes.

b. Such additional information as may be reasonably requested by the public works director, and/or his or her designee.

c. During the application or proposal period and during the full term of any franchise, all information contained in the franchise application shall be kept up to date by the applicant who shall file a new verified statement within 48 hours of any change indicating in detail the nature of any change in the information.

C. Each application for a commercial or residential franchise from a company holding a valid, current commercial or residential franchise which is set to expire shall be submitted by the applicant on a form provided by the public works director, and/or his or her designee. The application shall include all attachments required by the public works director, and/or his or her designee.

D. The application shall be signed by the person applying for the commercial or residential solid waste and recyclables collection franchise or, in the case of a partnership or corporation, by a person authorized to bind the partnership or corporation. [Ord. 22-2012 § 2].

6.20.090 Commercial franchise application review process.

A. The city council may award franchises for the collection of commercial solid waste within the city to applicants meeting all of the qualifications of this chapter.

B. Applicants may submit their completed application for a commercial franchise, as provided in RCMC 6.20.080, to the public works director, and/or his or her designee, for review and consideration at any time. The public works director, and/or his or her designee, shall review such submittals and either make a recommendation to the city council to award such franchise or notify applicant of denial within 60 days of receiving a completed application.

C. The public works director, and/or his or her designee, shall take into consideration all components of the completed application, including but not limited to:

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1. The ability of the applicant to meet all terms of the agreement;
2. Any history of civil or criminal convictions that may compromise the public's interests; and
3. The completeness, accuracy, and validity of the application.

The public works director, and/or his or her designee, shall also have the authority to verify independently any and all statements made and implied in the application. The public works director, and/or his or her designee, may also request clarification from applicant of any or all elements of the submitted application.

D. After the 60-day review period, the public works director, and/or his or her designee, shall either:

1. Deny an award and notify the applicant in writing of the reasons why the award was denied; or
2. Recommend to the city council that a franchise be awarded.

E. Upon concurrence with a positive recommendation, the city council will award the franchise or will delegate authority to the public works director, and/or his or her designee, to award the franchise within a reasonable period of time. The public works director, and/or his or her designee, will notify applicant in writing of an award. [Ord. 22-2012 § 2].

6.20.095 Residential franchise application review process.

A. The city council may award an exclusive franchise for the collection of residential solid waste and recyclables within the city to an applicant meeting all of the qualifications of this chapter.

B. Applicants may submit their completed application for a residential franchise, as provided in RCMC 6.20.080, to the public works director, and/or his or her designee, for review and consideration when the city has noticed its desire to receive such applications and according to the deadlines set forth by such notice. The public works director, and/or his or her designee, shall review applications and either make a recommendation to the city council to award such franchise or notify applicant of denial within 60 days of receiving a completed application.

C. The public works director, and/or his or her designee, shall take into consideration all components of the completed application, including but not limited to:

1. The ability of the applicant to meet all terms of the agreement;
2. Any history of civil or criminal convictions that may compromise the public's interests;
3. The completeness, accuracy, and validity of the application; and
4. The applicant's ability to provide the most efficient and cost-effective collection service to city residents while minimizing the adverse effects of such service on the residents, city streets and rights-of-way, and the environment.

The public works director, and/or his or her designee, shall also have the authority to verify independently any and all statements made and implied in the application. The public works director, and/or his or her designee, may also request clarification from applicant of any or all elements of the submitted application.

D. After the 60-day review period, the public works director, and/or his or her designee, shall either:

1. Deny an award and notify the applicant in writing of the reasons why the award was denied; or
2. Recommend to the city council that a franchise be awarded to a particular applicant; or
3. Recommend to the city council a group of finalists from which the city council may select an applicant to award an exclusive franchise to.

E. Upon concurrence with a positive recommendation, the city council will award the franchise or will delegate

authority to the public works director, and/or his or her designee, to award the franchise within a reasonable period of time. The public works director, and/or his or her designee, will notify applicant in writing of an award. [Ord. 22-2012 § 2].

6.20.100 Appeal upon denial of award.

A. Within 30 days of written notification of award denial or within 60 days of the public works director, and/or his or her designee's failure to act on the commercial or residential franchise application, the applicant has the right to meet with the public works director, and/or his or her designee, to review the items cited in the written notice and provide any additional evidence to support an award. Within 15 days of such meeting, the public works director, and/or his or her designee, will make a final, written determination of the application, based on the reviews of additional evidence, together with the original application. The public works director, and/or his or her designee, will send a copy of all final, written determinations, including reasons for denial, if any, to both applicant and the city council.

B. Applicant may, within 10 days after receiving the public works director, and/or his or her designee's final denial, request a public hearing before the city council by submitting to the city clerk a written petition for an appeal hearing. If a public hearing is requested, the city clerk shall set the matter for hearing at the next regularly scheduled city council meeting or any later date as agreed upon by the applicant and clerk of the city council. At such hearing, applicant may present evidence in writing and through testimony of its employees and others relevant to the application. During such hearing, the city council may demand from the applicant such additional information as the city council may deem relevant and necessary. Standard rules of evidence are not in effect at such public hearing, and the applicant shall have the burden of proof to show facts demonstrating that the applicant does in fact meet the requirements of this chapter. Any hearing may be continued or adjourned to a stated time and place without the giving of further notice. The city council will provide applicant with a written explanation of its determination on the application within 30 days of such hearing. The city council's decision is final.

C. If the term of an applicant's existing franchise expires while the application is under city review, the city council or the public works director, and/or his or her designee, may administratively extend the term for such period of time as is required to complete the appeal process. [Ord. 22-2012 § 2].

6.20.110 Awarding of franchise.

A. A commercial or residential franchise shall become effective only once the applicant and the city have signed a written agreement, and upon applicant's satisfying all of the requirements and conditions set forth in both this chapter and the franchise agreement.

B. The franchisee must provide to the city copies of all required certificates of insurance, and bonds as may be enumerated in the franchise agreement and this chapter. Should franchisee fail to maintain all such insurance and bonding requirements, uninterrupted for the term of the agreement, the city will immediately suspend or terminate the commercial or residential franchise.

C. If the franchisee's description of vehicles and equipment, as required under RCMC 6.20.080, has changed between the application date and the effective date of the franchise agreement, franchisee must submit to the public works director, and/or his or her designee, an amended description, including all identification elements required under RCMC 6.20.080, prior to commencing services authorized in the agreement. [Ord. 22-2012 § 2].

6.20.120 Requirements for franchise effectiveness.

A franchise granted pursuant to this chapter shall not become effective unless and until all of the following requirements have been satisfied:

A. The ordinance granting the residential or commercial franchise, or the resolution granting the public works director, and/or his or her designee, the authority to grant the franchise, is effective.

B. The applicant and the city have executed a franchise agreement.

C. Within 20 days from the date of adoption of the ordinance granting the commercial or residential franchise, or within 20 days of the date of adoption of the resolution delegating authority to the public works director, and/or his or her designee, to grant the franchise, the applicant to whom a franchise has been granted has filed with the city

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clerk evidence of compliance with the insurance requirements specified in the franchise agreement. [Ord. 22-2012 § 2].

6.20.130 Franchise fees.

A. Each person engaging in the business of collecting, transporting or disposing of commercial or residential solid waste accumulated or generated in the city shall pay a franchise fee to the city. The city council shall set the franchise fee by resolution, or shall delegate the authority to set the franchise fee to the city manager.

B. The payment of franchise fees to the city pursuant to this section shall be in addition to any license fee or business tax prescribed by any local jurisdictions for the same period.

C. Commercial and residential solid waste franchise fees shall be payable on all gross collection revenues by a franchisee from its commercial or residential solid waste collection customers located within the city. The franchise fee shall be calculated based on gross collection revenues prior to franchisee imposing the franchise fee on its customers. Nonexclusive franchisees shall also pay franchise fees on revenues received from federal and state government entities within the city.

D. Franchise fees shall be payable by any person providing commercial or residential solid waste services within the city after the effective date of the ordinance codified in this chapter, even where no franchise has been granted. [Ord. 13-2013 § 3 (Exh. A); Ord. 22-2012 § 2].

6.20.140 Recycling facility reporting requirements.

A. All recycling facilities within the city shall provide bi-annual written reports to the public works director, and/or his or her designee, due 45 days after the close of the six-month reporting period, and including the following information for the previous six months:

1. The total aggregate tonnage of recyclable material received from generators located within the city;
2. The aggregate tonnage of recyclable material received from waste management and recycling operations in the city;
3. The aggregate tonnage of recyclable material received from franchises operating within the city; and
4. The total aggregate amount of residuals generated at the facility and disposed of at a permitted solid waste disposal facility, expressed as a percentage of total tonnage received.

B. To the extent permitted by the California Public Records Act, any report or other information required by this chapter shall be deemed confidential and shall not be subject to public disclosure except for aggregate totals for all facilities.

C. Recycling facilities receiving only scrap metals, agricultural waste, inert materials, and/or discarded, white coated major appliances that are not normally disposed of and thus cannot be counted towards the state's diversion requirements are exempt from the reporting requirements of this chapter. [Ord. 22-2012 § 2].

6.20.150 Restrictions on franchisees.

The following restrictions shall be applicable to franchisees:

A. Except to meet the two-truck requirement of RCMC 6.20.080(B)(3)(c), no franchisee shall, by contract, subcontract, or otherwise, share with another franchisee any office space associated with operations under a franchise.

B. No franchisee, by contract, express understanding or indirectly, shall, in cooperation with another franchisee, divide, segregate or apportion any territory within the city for the purpose of restricting competition within a particular territory.

C. No franchisee shall, directly or indirectly, enter into any contract, express understanding or other transaction with another franchisee for the purpose of fixing customer rates or charges or otherwise maintaining rates or charges at a particular level.

D. No franchisee or any director, officer, partner, joint venturer, sole proprietor or corporate owner thereof shall be a controlling shareholder of, be a partner, joint venturer or sole proprietor, owner, have any other interest in or be employed by another franchisee. No franchisee which is owned in whole or in part by a corporation shall be effectively controlled by a person or entity by virtue of that person or entity's ownership of shares in the corporation, if the same person or entity otherwise controls another franchisee. The sole remedy for violation of the provisions of this subsection shall be revocation or refusal to renew a franchise.

E. Each franchisee shall provide to the public works director, and/or his or her designee, such information as the public works director, and/or his or her designee, determines is reasonably necessary to facilitate effective administration of the franchise under the provisions of this chapter. Diversion information may be provided consistent with the framework for materials recovery facility (MRF) services and reporting of RCMC 6.20.140.

F. Notwithstanding any other provisions of this chapter, it shall be allowable for a franchisee having an interest in a materials recovery facility (MRF) to provide a reporting service, a solid waste processing service processing service to another franchisee consistent with the framework for MRF services and reporting of RCMC 6.20.140. [Ord. 13-2013 § 3 (Exh. A); Ord. 22-2012 § 2].

6.20.160 Medical waste.

A. Commercial franchisees shall not be required to divert treated medical waste.

B. No treated medical waste from commercial or residential solid waste generators shall be delivered by a permittee to a materials recovery facility for the purpose of recycling. [Ord. 22-2012 § 2].

6.20.170 Enforcement.

Except as otherwise expressly provided, the provisions of this chapter shall be administered and enforced within the city by the public works director, and/or his or her designee, or other staff and enforcement officials designated by the public works director, and/or his or her designee. [Ord. 22-2012 § 2].

6.20.180 Abatement proceedings.

Any operation or activity contrary to the provisions of this chapter or a franchise agreement, including the terms and conditions of any franchise, is unlawful and shall constitute a public nuisance. The public works director, and/or his or her designee, is authorized to commence in the name of the city actions or proceedings to abate and enjoin any such operation or activity. [Ord. 22-2012 § 2].

6.20.190 Notices.

A. Whenever a provision of this chapter authorizes or requires a public hearing to be conducted by the city council, notice of the time, date, place and purpose of the hearing shall be published at least once not later than 10 calendar days in advance of the date of such hearing in a newspaper of general circulation which is published within the city, and shall be served upon each franchisee who is affected by such hearing.

B. Any written notice or other communication to a franchisee which is authorized or required by this chapter shall be deemed served and effective for all purposes when deposited in the United States mail, postage prepaid, and addressed to the latest address of the franchisee shown in the city records pertaining to the franchise. [Ord. 22-2012 § 2].

6.20.200 On-site storage.

Every owner, tenant or occupant of a residential dwelling unit or multifamily residential property and every owner, operator or keeper of any business with a fixed location in the city which generates solid waste shall provide and at all times keep within an enclosure, or conveniently located near an enclosure or building, water-tight containers for garbage and suitable containers for recyclable materials and organic recyclable materials, and shall cause to be deposited in such containers, and not elsewhere, all solid waste which accumulate on the premises. The containers shall have tightly fitted covers and shall not leak or permit the escape of odors. Notwithstanding the requirements of this section, generators shall not be required to set out or store recyclable materials and/or organic recyclable materials together with garbage and generators shall be allowed to appropriately store recyclable materials and/or organic recyclable materials for collection separate from garbage. It shall be unlawful for any person to fail to comply with the requirements of this section. Containers shall be clearly identified with the name of the franchisee. [Ord. 22-2012 § 2].

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6.20.210 Solid waste disposal restrictions.

A. It shall be unlawful for any franchisee to do any of the following:

1. To operate or have an interest in a solid waste disposal site, other than a transfer, receiving and/or processing station, within the city;
2. To operate a solid waste disposal area in the city; or
3. To dump any solid waste upon, or permit the same to fall upon, any property, road or highway other than the areas designated by this chapter for the disposal or dumping of solid waste.

B. It shall be unlawful for any person to dump, deposit, or release any solid waste in or on any public or private property, including streets, sidewalks, gutters, highways, or easements, except when acting in accordance with the solid waste collection regulations set forth in this chapter. [Ord. 22-2012 § 2].

6.20.220 Use of containers.

No person other than a customer who has contracted for service with a franchisee, or a person with such customer's consent, shall deposit solid waste into a solid waste bin, drop box or compactor placed in the city by a franchisee for the purpose of receiving solid waste. [Ord. 22-2012 § 2].

6.20.230 Rules and regulations.

A. The collection and subsequent transportation and disposal of commercial solid waste within the city is under the supervision of the public works director, and/or his or her designee, who shall have the power to promulgate rules and regulations regulating such collection and subsequent transportation and disposal, including but not limited to:

1. Commercial solid waste generation, storage, recycling, recovery, accumulation, collection, removal, transportation and disposal;
2. The manner in which commercial solid waste collection services are provided;
3. Types of commercial solid waste and vehicles used therefor;
4. The operation and maintenance of sanitary methods of commercial solid waste disposal;
5. Reporting requirements for recycling facilities.

B. A copy of said rules and regulations and all amendments thereto shall be sent by registered or certified mail, postage prepaid, to all affected franchisees addressed to their last place of business. To the extent not otherwise provided by law, it shall be unlawful for a franchisee to collect and subsequently transport or dispose of commercial solid waste contrary to any regulation, order, permit or requirement promulgated by the public works director, and/or his or her designee.

C. All such rules and regulations shall be consistent with the provisions of this chapter and shall be effective on the thirtieth day following the filing of any such rules and regulations with the city clerk.

D. Any person who asserts that he or she is aggrieved by the terms or application of a regulation issued pursuant to this section may appeal the issuance of such regulation by filing a written notice of appeal with the city clerk. The notice of appeal shall specifically identify the regulation or regulations from which the appeal is taken and the reasons for the appeal. Upon receipt of such notice, the city clerk shall schedule the appeal for a public hearing by the city council, notice of which shall be given in the manner prescribed by RCMC 6.20.340(A). At the conclusion of the public hearing, the city council shall be vested with jurisdiction to deny the appeal or to rescind or modify the regulation. The city council's determination in this regard shall be final.

E. Any regulation from which an appeal is filed prior to its effective date shall not become effective until the date of a determination by the city council of the appeal. Any regulation from which an appeal is filed on or subsequent to the effective date thereof shall remain in full force and effect during the pendency of the appeal, and any decision that rescinds or modifies the regulation shall apply prospectively.

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F. It shall be unlawful and constitute a violation of this chapter for any person to violate or otherwise fail to comply with any rule or regulation issued pursuant to this section. [Ord. 13-2013 § 3 (Exh. A); Ord. 22-2012 § 2].

6.20.240 Vehicle inspection.

All trucks and containers used in the collection, removal, transportation or storage of commercial solid waste in the city shall be subject to inspection by the city engineer for the purpose of determining whether or not the trucks and containers comply with California Code of Regulations, Title 14, Sections 17341 through 17345. [Ord. 22-2012 § 2].

6.20.250 Vehicle requirements.

The bodies of vehicles used in the collection, removal or transportation of commercial solid waste in the city shall have beds of metal or other impervious material which can be cleaned, and shall otherwise be of a type approved by the city engineer's department adopted pursuant to the California Code of Regulations, Title 14, Section 17341.B. The city engineer shall be authorized to issue administrative regulations pertaining to specifications for vehicles and containers, the cleansing and disinfecting thereof, and other sanitary measures in connection therewith. [Ord. 22-2012 § 2].

6.20.260 Covered load requirement.

A. All franchisee vehicles and all privately owned or operated vehicles using solid waste disposal facilities in the city shall have their vehicle loads covered, with a tarp or equivalent cover, to ensure protection from littering during transportation from the origin of the trip to any waste disposal facility located in the city.

B. All vehicles hauling materials with the load originating in the city to a waste disposal facility located outside of the city shall have their loads covered while in transit within the city.

C. Every permitted or nonpermitted waste disposal facility located within the city shall post signs notifying the public that it is illegal to haul uncovered loads to the facility. These facilities shall cooperate with the city enforcement staff by providing covered load education and promotion information to their customers to help assure the effectiveness of this chapter. [Ord. 22-2012 § 2].

6.20.270 Rights reserved to city.

In addition to all other rights reserved to the city under this chapter, the following shall apply:

A. There is hereby reserved to the city every right and power, and the exercise thereof, which is reserved or authorized by any provision of any lawful ordinance or resolution of the city, whether enacted before or after the effective date of the ordinance codified in this chapter.

B. Neither the granting of any franchise nor any provision of any franchise shall constitute a waiver of or a bar to the exercise of any governmental right or power of the city.

C. The franchisee shall have no recourse whatsoever against the city, its officers, employees or agents or any of the city member entities, their officers, employees, or agents for any loss, cost, expense or damage arising out of any provision or requirement of this chapter or of any franchise issued under this chapter or because of the enforcement of this chapter.

D. There is hereby expressly reserved to the city the power and authority to amend any section of this chapter so as to require additional or greater standards on the part of the franchisee and the power and authority to increase the franchise fees to be paid by the franchisee pursuant to RCMC 6.20.130. [Ord. 13-2013 § 3 (Exh. A); Ord. 22-2012 § 2].

6.20.280 Other franchise provisions.

The city council may expand or contract the scope of franchise agreements over time due to changes in law or interpretations of law. [Ord. 22-2012 § 2].

6.20.290 Criminal penalties for violations.

The following criminal penalties apply to violations of this chapter:

A. Violation as Misdemeanor. Unless otherwise specified by this chapter, violations of the provisions of this chapter

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or failure to comply with any of its requirements, including violations of terms and conditions established in connection with franchises issued pursuant to this chapter, shall constitute a misdemeanor.

B. Penalty for Misdemeanor. Unless otherwise specified in this chapter, any person, whether as principal, agent, employee or otherwise, who violates this chapter or fails to comply with any of its requirements shall upon conviction thereof be fined not more than \$1,000 or imprisoned for not more than six months in the county jail, or by both such fine and imprisonment. Each day such violation continues shall be considered a separate offense. Such penalties shall be in addition to any late fees, civil penalties, administrative civil penalties, or other charges payable to the city by a franchisee for the same period of time or for the same violations.

C. Violation as Infraction. Unless otherwise specified by this chapter or the franchise agreement, the following violations by a franchisee are infractions:

1. Delinquent Payment of Franchise Fee. A delinquent payment of a franchise fee that is not received by the city before the first day of the month following the due date established under the franchise agreement is a violation and a separate violation for every month the payment remains delinquent thereafter.
2. Delinquent Payment of Franchise Fee Late Charge. A delinquent payment of a late payment charge and/or interest charges for a late franchise fee payment (under the franchise agreement) that is not received by the city before the first day of the month following the due date is a violation and a separate violation for every month the payment remains delinquent thereafter.
3. Delinquent Payment of Late Report Charge. A delinquent payment of a late charge for a delinquent quarterly report of diversion (under the franchise agreement) that is not received before the first day of the month following the due date is a violation and a separate violation for every month the payment remains delinquent thereafter.
4. Delinquent Payment of Audit Fee. A delinquent payment of an audit fee (under the franchise agreement) that is not received by the city before the first day of the month following the due date is a violation and a separate violation for every month the payment remains delinquent thereafter.
5. Delinquent Diversion Report. A delinquent quarterly report of diversion (under the franchise agreement) that is not received by the city before the first day of the third month following the end of the quarter reporting is a violation and a separate violation for every month the report remains delinquent thereafter.
6. Incomplete Diversion Report. If a quarterly report of diversion (under the franchise agreement) that is received by the city is incomplete, the inadequacy must be remedied or corrected by the franchisee before the first day of the third month following the end of the quarter or it is a violation and a separate violation for every month the report remains incomplete thereafter. A complete quarterly report of diversion includes all information as may be required by the public works director, and/or his or her designee. Partial quarterly reports of diversion will be considered incomplete.

D. Penalty for Infraction. Unless otherwise specified by this chapter or in the franchise agreement, an infraction is punishable by a fine not exceeding \$200.00 for a first violation of any offense under subsection (C) of this section within the preceding 12-month period; a fine of \$500.00 for a second violation of the same offense under subsection (C) of this section within the preceding 12-month period; and a fine of \$1,000 for each additional violation of the same offense under subsection (C) of this section within the preceding 12-month period. The public works director, and/or his or her designee, or the city attorney shall also have the discretion to elevate any infraction under subsection (C) of this section to a misdemeanor, punishable under subsection (B) of this section. Such penalties shall be in addition to any late fees, civil penalties, administrative civil penalties, or other charges payable to the city by a franchisee for the same period of time or for the same violation.

E. Separate Remedies. Each civil, criminal, or administrative civil penalty imposed pursuant to this chapter for any separate violation shall be separate from, and in addition to, any other provision of law and does not supersede or limit any and all other legal remedies and penalties, civil, administrative or criminal, which may be applicable under other laws. [Ord. 13-2013 § 3 (Exh. A); Ord. 22-2012 § 2].

6.20.300 Civil penalties for violations.

The following administrative civil penalties apply to violations of this chapter:

A. Administrative Civil Penalties. In addition to any other remedies provided by this chapter, any person who violates any provision of this chapter shall be liable for an administrative civil penalty to be imposed by the public works director, and/or his or her designee. The amount of the penalty shall not be more than \$1,000 for each day of violation. Any person who knowingly violates any provision of this chapter, after reasonable notice of the violation, is liable for an administrative civil penalty of not more than \$1,000 for each day of violation. In determining the civil, criminal, and administrative civil penalties imposed pursuant to this chapter, all relevant circumstances shall be considered, including but not limited to the extent of harm or potential harm caused by the violation, the nature of the violation and the period of time over which it occurred, the frequency of past violations, and the corrective action, if any, taken by the violator.

B. Administrative Civil Penalty Procedure.

1. Notice of Violation. The public works director, and/or his or her designee, shall notify the violator in writing of the time within which an alleged violation must be remedied or corrected. The notice shall provide that an administrative civil penalty will be imposed if the continuing violation is not remedied or corrected within the time stated.

2. Notice of Penalty and Opportunity for Hearing. Notice of any administrative civil penalty shall set forth the alleged acts or failures to act that constitute a basis for liability and the amount of the proposed administrative civil penalty. The notice of administrative civil penalty shall be served by personal service or certified mail and shall inform the person so served that the administrative civil penalty imposed may be administratively reviewed by a city-designated hearing officer before it is enforced if a request for hearing is timely filed. The notice shall also specify the procedure for requesting a hearing before the hearing officer.

3. Administrative Review. If a person desires administrative review of the administrative civil penalty imposed by the public works director, and/or his or her designee, he or she shall request a hearing by timely filing a written request pursuant to the provisions of RCMC 6.20.330. The written request for an appeal must be accompanied by an administrative hearing fee, as established by the city council. Any such appeal shall be in writing, shall state the specific reasons therefor and grounds asserted for relief, and shall be filed with the public works director, and/or his or her designee, not later than 15 calendar days after the date of service of any such decision. A hearing shall be conducted by the hearing officer pursuant to RCMC 6.20.340 unless the person has waived the right to a hearing or has entered into a settlement agreement with the public works director, and/or his or her designee. A person waives the right to a hearing by so stating in writing or by failure to file with the public works director, and/or his or her designee, a written request for hearing within 15 days after service of the notice of opportunity for hearing.

4. Effective Date. Where the person has waived the right to a hearing or where the person has entered into a settlement agreement, the administrative civil penalty shall not be subject to review by any court, the hearing authority, or any other agency and shall be effective 15 days after notice of the penalty is served. Where a hearing has been held, the penalty shall be effective 20 days after the decision of the hearing authority becomes final.

5. Judicial Review. The manner of contesting the final order of the hearing officer concerning any administrative civil penalty is governed by Government Code Section 53069.4, or any successor provision thereto. Service of the notice of appeal authorized by Government Code Section 53069.4 upon the city shall be by service upon the city clerk.

6. Payment of Costs of Enforcement/Collection. In addition to any penalty, sanction, fine or imprisonment, each person who violates this chapter shall be required to pay any and all expenses of enforcement including costs necessary to bring the person into compliance with this chapter. In addition to all remedies contained herein, the city may pursue all reasonable and legal means in collecting those sums authorized and due.

7. Collection. Payment of the penalty shall be made within 30 days from when the penalty became effective. In addition to all remedies herein contained, the city may pursue all reasonable and legal means in collecting

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administrative civil penalties. [Ord. 13-2013 § 3 (Exh. A); Ord. 22-2012 § 2].

6.20.310 Settlement process.

The public works director, and/or his or her designee, may adopt a written settlement agreement process for the settlement of violations of this chapter, which shall take into consideration the penalty factors set forth in RCMC 6.20.300. [Ord. 13-2013 § 3 (Exh. A); Ord. 22-2012 § 2].

6.20.320 Hearing officer.

Whenever the term “hearing officer” is utilized in this chapter, it shall be deemed to refer to one or more qualified persons assigned the responsibility of conducting a hearing by the city manager. [Ord. 22-2012 § 2].

6.20.330 Appeals.

Any decision of the public works director, and/or his or her designee, may be appealed to a hearing officer appointed by the city manager. Any such appeal shall be in writing, shall state the specific reasons therefor and grounds asserted for relief, and shall be filed with the public works director, and/or his or her designee, not later than 15 days after the date of service of any such decision. If an appeal is not filed within the time or in the manner prescribed above, the right to review of the action against which complaint is made shall be deemed to have been waived. [Ord. 22-2012 § 2].

6.20.340 Appeal hearing.

A. Not later than 30 days following the date of filing an appeal within the time and in the manner prescribed by RCMC 6.20.330, the hearing officer shall conduct a hearing for the purpose of determining whether the appeal should be granted. Written notice of the time, date and place of the hearing shall be mailed to the appellant not later than 10 days preceding the date of the hearing.

B. The provisions of the California Administrative Procedure Act (commencing at Section 11500 of the Government Code) shall not be applicable to such hearings; nor shall formal rules of evidence in civil or criminal judicial proceedings be so applicable. Testimony shall be given under oath, and the parties to the hearing shall have the right to cross-examine witnesses. Any relevant evidence shall be admitted if it is the type of evidence upon which responsible persons are accustomed to rely in the conduct of serious affairs, regardless of the existence of any common law or statutory rules which make improper the admission of such evidence over objection in civil actions in courts of competent jurisdiction in this state. Hearsay evidence may be admitted for the purpose of supplementing or explaining any direct evidence but shall not be sufficient in itself to support a finding unless it would be admissible over objection in civil actions. The rules of privilege shall be effective to the same extent that they are now or hereafter may be recognized in civil actions. Irrelevant and unduly repetitious evidence shall be excluded.

1. Record. A record of the entire hearing proceedings shall be made by either a certified court reporter or tape recorder operated by the hearing officer. A transcript of the proceedings shall be made available to all parties upon request and upon payment of the fee prescribed therefor. Such fees may be established and revised from time to time by the city council.

2. Scope. Only those matters or issues specifically raised by the appellant(s) in the written appeal shall be considered in the hearing on appeal.

3. Oaths and Certification. The hearing officer has the power to administer oaths and affirmations and to certify official acts.

4. Oral Evidence. Oral evidence shall only be taken on oath or affirmation.

5. Rights of Parties. Each party shall have the right to call and examine witnesses, to introduce exhibits, to cross-examine opposing witnesses on any matter relevant to the issues of the hearing even though the matter was not raised in the direct examination, to impeach any witness regardless of which party first called him or her to testify, to present rebuttal evidence and to represent himself or herself or to be represented by anyone of his or her choice who is lawfully permitted to do so. No appellant shall be required to testify without his or her consent.

6. At the conclusion of the hearing, the hearing authority shall prepare a written decision that either grants or

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conditionally grants or denies the appeal, and contains findings of fact and conclusions. Notice of the written decision, including a copy thereof, shall be filed with the public works director, and/or his or her designee, and served not later than 30 days following the date on which the hearing is closed on the appellant and on other persons who appeared at the hearing and requested a copy. Service shall be by personal delivery or certified mail.

C. City and appellant shall jointly pay for the costs of the hearing. [Ord. 13-2013 § 3 (Exh. A); Ord. 22-2012 § 2].

¹ Code reviser's note: Ordinance 13-2013 Exhibit A sets out all of Chapter 6.20 without intending to amend the entire chapter. Only sections intended to be amended by the ordinance cite the ordinance in the section's legislative history.

Chapter 6.21

BUSINESS AND MULTIFAMILY RECYCLING AND ORGANICS RECYCLING

Sections:

6.21.010	Purpose and declarations.
6.21.020	Definitions.
6.21.030	Threshold for covered generators.
6.21.040	Requirements for covered generators.
6.21.050	Special requirements.
6.21.060	Designation of recyclable materials and organic recyclable materials.
6.21.070	Ownership of recyclable materials and organic recyclable materials.
6.21.080	Requirements for franchised waste haulers.
6.21.090	Requirements for service agreements.
6.21.100	Requirements for addressing covered generator non-compliance
6.21.110	Requirements for multifamily residential properties.
6.21.120	Requirements for self-hauling and back-hauling.
6.21.125	SB 1383 regulatory compliance.
6.21.130	Reporting.
6.21.140	Exemptions from recycling standards.
6.21.150	City rules and regulations.
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6.21.200	Posting of notices.
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6.21.260	Administrative appeals.
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6.21.280	Hearing procedure.
6.21.290	Form and contents of decision – Finality of decision.
6.21.300	Procedures for collection of administrative civil penalty.
6.21.310	Actions not prohibited.
6.21.320	Penalties.

6.21.010 Purpose and declarations.

A. It is the intent and purpose of this chapter to promote recycling and organics recycling by:

1. Requiring covered generators in the city of Rancho Cordova to keep recyclable materials separate from all other garbage for recycling;
2. Requiring covered generators in the city of Rancho Cordova to keep organic recyclable materials separate from all other garbage for organics recycling;
3. Requiring covered generators to provide City approved signs and labeled containers for the storage and collection of recyclable materials and organic recyclable materials; and
4. Requiring covered generators to self-haul recyclable materials and/or organic recyclable materials with written approval from the public works director, and/or his or her designee, or enter into a written service agreement for the collection and subsequent delivery of recyclable materials and organic recyclable materials to a recycling facility.

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5. Prohibiting the collection of garbage to covered generators that are not subscribed to recyclable material and organic recyclable material collection services with the same franchised waste hauler or who have not received written approval from the public works director, and/or his or her designee, for an exemption or waiver.

B. It is further the purpose of this chapter to provide a mechanism to require the implementation of recycling programs and organics recycling programs for covered generators within the city to thereby enable the city to meet and maintain the 50 percent waste diversion requirements set forth in Section 41780(a)(2) of the California Public Resources Code. [Ord. 2-2016 § 2].

6.21.020 Definitions.

A. "AB 341" means the California Jobs and Recycling Act of 2011 (Chapter 476, Statutes of 2011 [Chesbro, AB 341]), also commonly referred to as "AB 341", as amended, supplemented, superseded, and replaced from time to time.

B. "AB 827" means the Solid Waste: Commercial and Organic Waste: Recycling Bins Act of 2019.

C. "AB 1826" means the Organic Waste Recycling Act of 2014 (Chapter 727, Statutes of 2014 modifying Division 30 of the California Public Resources Code), also commonly referred to as "AB 1826," as amended, supplemented, superseded, and replaced from time to time.

D. "Alternative compliance and exemption form" means the form provided by the public works director, and/or his or her designee, on which a covered generator may request an exemption or waiver from the recycling and organics materials collection requirements.

E. "Business" means:

1. A commercial entity, proprietorship, firm, partnership, person in representative or fiduciary capacity, association, venture, trust, or corporation that is organized for financial gain or profit, including, but not limited to, offices, retail stores, markets, manufacturing facilities, warehouse and distribution facilities, restaurants, motels and hotels, theaters, medical offices, and gas stations and automotive facilities; and
2. Not-for-profit organizations, including, but not limited to, churches, hospitals, and social service organizations.

F. "City" means the city of Rancho Cordova, California.

G. "Collection" means the act of picking up and removing garbage, recyclable materials or organic recyclable materials at the place of generation.

H. "Commercial hauler" or "hauler" means any person who collects, hauls, or transports commercial garbage, recyclables and/or organics for a fee by use of any means, including, but not limited to, a dumpster truck, roll-off truck, a side-load, front-load, or rear-load garbage truck, or a trailer.

I. "Commercial solid waste" means all solid waste as defined in subsection (GG) of this section that is generated by and at commercial and industrial sources, multifamily residential properties, and construction and demolition activities that is collected by a commercial hauler.

J. "Covered generator" means all businesses and multifamily residential properties that are subject to the requirements of this chapter. The public works director, and/or his or her designee, shall specify the minimum weekly solid waste collection service threshold that defines covered generators for the purposes of this chapter and shall include such designation in the commercial franchise agreement and shall also be designated in RCMC 6.21.030, Threshold for covered generators. A covered generator may include a business or multifamily residential property owner or generator and is dependent on whoever executes a contract(s) for solid waste, recycling, and organics recycling removal and collection services.

K. "Customer" means a business or multifamily residential property owner or generator who contracts for solid waste removal services and enters into a service agreement with a franchised waste hauler. Where several businesses or multifamily residential properties share garbage containers and service, "customer" refers only to the party who

enters into a contract for garbage, recycling and organic collection services.

L. “Designated green materials” (or “green materials”) means materials that are required to be separated from garbage and designated recyclable materials prior to disposal and returned for use or reuse in the form of raw materials for new, used or reconstituted products. Green materials include, but are not limited to: yard trimmings, grass, weeds, leaves, branches, dead plants, brush, tree trimmings, dead trees, small wood pieces and other types of organic yard waste. Green material excludes food scraps and paper contaminated with food scraps.

M. “Designated organic recyclable materials” (or “organic recyclable materials”) means materials that are required to be separated from garbage and designated recyclable materials prior to disposal and returned for use or reuse in the form of raw materials for new, used or reconstituted products. Organic recyclable materials include, but are not limited to: yard trimmings and food scraps such as green trimmings, grass, weeds, leaves, prunings, branches, dead plants, brush, tree trimmings, dead trees, small wood pieces, other types of organic yard waste, vegetable waste, fruit waste, dairy waste, meat waste, fish waste, paper products and food soiled paper products and/or as otherwise specified by the public works director and/or his or her designee.

N. “Designated recyclable materials” (or “recyclable materials”) means materials that are required to be separated from garbage and designated organic recyclable materials prior to disposal and returned for use or reuse in the form of raw materials for new, used or reconstituted products. Recyclable materials include, but are not limited to: clean cardboard, paper, plastic, scrap metal, beverage containers, and clean (untreated and unpainted) wood.

O. “Franchise” or “commercial franchise” means a commercial garbage, organics and recyclables collection franchise issued to a commercial hauler by the city of Rancho Cordova.

P. “Franchisee” or “franchised waste hauler” means a person or entity holding a commercial or residential franchise issued by the city pursuant to Chapter 6.20 RCMC.

Q. “Garbage” means all putrescible and non-putrescible solid, semisolid, and liquid wastes, including, trash, refuse, paper, rubbish, ashes, industrial wastes, demolition and construction wastes, discarded home and industrial appliances, dewatered, treated or chemically fixed sewage sludge which is not hazardous waste, manure, vegetable or animal solid and semi-solid wastes, and other discarded solid and semi-solid wastes. “Garbage” does not include hazardous waste or low-level radioactive waste regulated under Chapter 7.6 (commencing with Section 25800) of Division 20 of the California Health and Safety Code or medical waste. “Garbage” does not include recyclable materials or organic recyclable materials set out for separate collection for the purposes of recycling and that are not landfilled.

Note: The distinction between garbage and solid waste is that solid waste includes garbage, recyclable materials, and organic recyclable materials while “garbage” does not.

R. “Generator” means each business or multifamily residential property that generates one or more designated recyclable materials or one or more designated organic recyclable materials as a result of its business activities or multifamily residential property activities.

S. “Multifamily residential property” means five or more individual living units located on a single parcel of land and any mobile home park located within the city.

T. “National contracts” means contracts between waste management companies and multi-sited waste generating companies that operate currently throughout the United States, in more than one state.

U. “Organics recycling” means the process of collecting, sorting and treating designated organic recyclable materials and/or designated green materials that would have otherwise become garbage and returning them to a safe, nuisance-free compost product by treating the materials to a controlled biological decomposition.

V. “Owner” means the person who owns a business or multifamily residential property. An owner may also be a generator.

W. “Person” means an individual, firm, limited liability company, association, partnership, industry, public or private corporation, or any other entity whatsoever.

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X. “Public works director” means the public works director of the city of Rancho Cordova, California.

Y. “Recycling” means the process of collecting, sorting, cleansing, treating and reconstituting materials that would otherwise become garbage and returning them for use or reuse in the form of raw materials for new, used or reconstituted products which meet the quality standard necessary to be used in the marketplace. Recycling does not include transformation as defined in Section 40201 of the California Public Resources Code. The term “recycling” may be used to include source separated materials.

Z. “Recycling facility” means those facilities or operations that receive, process, and transfer to market recyclable materials or organic recyclable materials that have been source separated from the solid waste stream.

AA. “Recyclable materials container” means any box, tub, cart, or other container placed inside each individual multifamily residential unit and in maintenance or work areas on the premises of covered generators that is made of metal, hard plastic or other similar material and is suitable for the collection of designated recyclable materials and designated organic recyclable materials pursuant to this chapter. Recycling materials containers must be approved by the city.

BB. “Recycling plan” means the plan to be presented to all covered generators by their franchised waste hauler to document understanding of the requirements of this chapter and record the selected compliance option for each designated recyclable material or each designated organic recyclable material.

CC. “Removal” means the act of taking garbage, recyclable materials, or organic recyclable materials from the place of generation.

DD. “SB 1383” means the Short-Lived Climate Pollutants: Methane Emissions: Dairy and Livestock: Organic Waste: Landfills Act of 2016. Article 4 Title 14, Division 4, Chapter 12 of the California Code of Regulations.

EE. “Self-haul,” when used in reference to a covered generator, means a covered generator, or employee designated by the covered generator, who collects, transports and hauls recyclable materials and/or organic recyclable materials from the business or multifamily residential property in a vehicle owned by either an employee or the entity to a recycling facility rather than hiring a franchised waste hauler to perform this function. Self-hauler also includes a person who back-hauls waste.

- I. “Back-haul” means generating and transporting organic waste to a destination owned and operated by the generator using the generator’s own employees and equipment.

FF. “Service agreement” means a written agreement between a franchised waste hauler and a covered generator concerning the collection of designated recyclable materials and/or designated organic recyclable materials.

GG. “Solid waste” means all putrescible and nonputrescible solid, semisolid, and liquid wastes, including garbage, trash, refuse, paper, rubbish, ashes, industrial wastes, demolition and construction wastes, discarded home and industrial appliances, dewatered, treated or chemically fixed sewage sludge which is not hazardous waste, manure, vegetable or animal solid and semi-solid wastes, and other discarded solid and semi-solid wastes. “Solid waste” does not include hazardous waste or low-level radioactive waste regulated under Chapter 7.6 (commencing with Section 25800) of Division 20 of the California Health and Safety Code or medical waste. “Solid waste” includes recyclable materials or organic recyclable materials set out for separate collection for the purposes of recycling and that are not landfilled.

HH. “Source separate” or “source separated” means the process of removing recyclable materials and/or organic recyclable materials, from garbage for the purpose of recycling and/or organics recycling.

II. “Subcontract” is a contract assigning some of the obligations of a contract to a third party. [Ord. 2-2016 § 2].

JJ. “Tier 1 and Tier 2 Edible Food Covered Generators”

6.21.030 Threshold for covered generators.

Recycling Requirements. All AB 341 business and multifamily residential property covered generators, and any other covered generators as defined in state law, must subscribe to and receive recyclable material collection services from a franchised waste hauler unless they receive alternative compliance and exemption from the city as provided for in RCMC 6.21.040.

B. Business Organics Recycling Requirements. All AB 1826 and/or SB 1383 business covered generators, and any other covered generators as defined in state law, must subscribe to and receive organic waste collection services from a franchised waste hauler unless they receive written approval of an alternative compliance and exemption from the city as provided for in RCMC 6.21.040.

C. Multifamily Residential Property Organics Recycling Requirements. All AB 1826 and SB 1383 multifamily covered generators, and any other covered generators as defined in state law, must subscribe to and receive organic waste collection services from a franchised waste hauler unless they received written approval of an alternative compliance and exemption from the city as provided for in RCMC 6.21.040.

6.21.040 Requirements for covered generators.

A. Any covered generator that does not subscribe to garbage, recyclable material, and organic waste collection services with the same franchised waste hauler is required to complete an “alternative compliance and exemption form” and have that form approved by the city in writing as a condition of receiving garbage collection service from a franchised waste hauler.

B. Each covered generator shall be responsible for ensuring and demonstrating its compliance with the following requirements:

1. Source separate designated recyclable materials and designated organic recyclable materials from garbage;
2. Provide a basic level of recycling and organics recycling services that includes, at a minimum, the collection of designated recyclable materials and/or designated organic recyclable materials;
3. Enter into a service agreement with the same franchised waste hauler for the collection of designated recyclable materials and designated organic recyclable materials; and
4. Complete and retain, on site, if applicable, the approved alternative compliance and exemption form, certifying that recycling and/or organic collection services are being provided by a franchised waste hauler if that franchised waste hauler is not also providing garbage service or certifying and receiving written approval from the Public Works Director, and/or his or her designee, that all self-hauling activities will be completed in accordance with provisions in RCMC 6.21.120.

C. Each covered generator shall provide recyclable materials containers for designated recyclable and organic materials in multifamily residential rental units and in maintenance and work areas where recyclable materials may be collected and/or stored.

D. Each covered generator under AB 827, and all other applicable state law, shall provide recyclable materials containers for designated recyclable and organic materials where customers have access to the business. Each covered generator shall prominently post and maintain one or more signs where designated recyclable materials and/or designated organic recyclable materials are collected and/or stored that set forth what materials are required to be source separated in addition to collection procedures for such materials.

E. Each covered generator shall notify and instruct employees and tenants in writing of applicable source separation requirements, including a list of designated recyclable materials and/or designated organic recyclable materials that are required to be source separated for recycling or organics recycling. A copy of such instructions shall be provided to the public works director, and/or his or her designee, upon request.

F. Each covered generator shall ensure that designated recyclable materials and/or designated organic recyclable materials generated at their site will be taken only to a recycling facility and not to a landfill for disposal by

complying with all requirements under this chapter.

G. The service agreement, alternative compliance and exemption form, and/or other documents pertaining to this chapter, shall be available for inspection by the public works director, and/or his or her designee, at the principal location of the covered generator during normal business hours.

H. Nothing in this chapter shall abridge the right of any covered generator, or any other person, to sell or exchange at fair market value its own recyclable materials or organic recyclable materials which are source separated for reuse and recycling or organics recycling.

I. No franchised waste hauler shall be held liable for the failure of its customers to comply with such regulations.

J. No covered generator shall be liable for the failure of their franchised waste hauler to deliver designated recyclable materials or designated organic recyclable materials to a recycling or processing facility. [Ord. 2-2016 § 2].

6.21.050 Special requirements.

In addition to any and all requirements that apply to the recycling and/or organics recycling of designated recyclable materials and/or designated organic recyclable materials throughout the city above, collection service received or provided in the city shall be subject to the following additional special requirements:

A. No recycling, automatic lift containers or bins within the collection area of the city shall be placed or located in such a manner that blocks or impedes passage through an alley or through any doorway of any building adjoining an alley, notwithstanding that such building may be abandoned or otherwise out of use.

B. Compliance with the above special requirements shall be the sole responsibility of the covered generator. [Ord. 2-2016 § 2].

6.21.060 Designation of recyclable materials and organic recyclable materials.

A. Designated recyclable materials and/or designated organic recyclable materials shall be source separated from garbage before collection, removal, transportation or disposal pursuant to this chapter. The public works director, and/or his or her designee, shall specify designated recyclable materials and organic recyclable materials that must be source separated by all covered generators pursuant to RCMC 6.21.040. The specifications for designated recyclable materials and designated organic recyclable materials shall consider materials market conditions and the availability of a cost-effective system for recycling such materials. [Ord. 2-2016 § 2].

6.21.070 Ownership of recyclable materials and organic recyclable materials.

A. All designated recyclable materials and designated organic recyclable materials placed in automatic lift containers, bins or roll-off bins shall be considered owned by and be the responsibility of the franchised waste hauler. No person shall collect designated recyclable materials or designated organic recyclable materials placed in automatic lift containers, bins or roll-off bins for recyclable materials or organic recyclable materials by customers without permission from the franchised waste hauler.

B. Except as authorized by RCMC 6.21.120 (self-hauling), it shall be unlawful for any person to engage in the business of collecting, removing or transporting, or to otherwise organize, direct or sponsor the collection, removal or transportation of designated recyclable materials or designated organic recyclable materials who is not a franchised waste hauler. [Ord. 2-2016 § 2].

6.21.080 Requirements for franchised waste haulers.

A. Commercial waste haulers shall be franchised pursuant to the provisions of Chapter 6.20 RCMC, and such franchise shall be in full force and effect.

B. Franchised waste haulers shall offer collection service and automatic lift containers, bins or roll-off bins for designated recyclable materials and designated organic recyclable materials sufficient to accommodate the quantity and types of designated recyclable materials and designated organic recyclable materials to all its garbage customers.

C. Franchised waste haulers shall equip and provide automatic lift containers, bins and roll-off bins for designated

recyclable materials and designated organic recyclable materials with locks and/or other suitable features to prevent theft of recyclable materials and organic recyclable materials.

D. Franchised waste haulers may subcontract for collection of designated recyclable material and/or designated organic recyclable materials, so long as the subcontractor holds a current franchise.

E. Franchised waste haulers shall conduct all activities in accordance with all applicable state and local laws and best management practices. Vehicles, equipment and containers shall be kept in a clean and well-maintained condition.

F. Franchised waste haulers shall not take a customer's designated recyclable materials or designated organic recyclable materials to a landfill or other disposal site, but to a recycling facility.

G. Franchised waste haulers, upon request, shall provide the public works director, and/or his or her designee, with a copy of a service agreement, recycling plan, alternative compliance and exemption form, or other document (e.g., receipt from a recycling facility) demonstrating that the covered generator's designated recyclable materials and/or designated organic recyclable materials are being taken to a recycling facility. The service agreement, recycling plan, alternative compliance and exemption form, or other documents shall be available for inspection by the public works director, and/or his or her designee, at the franchised waste haulers' place of business during normal business hours.

H. City staff may audit all franchised waste haulers' records. [Ord. 2-2016 § 2].

I. Franchised waste haulers shall not provide garbage collection services to a business or multifamily residential property covered generator unless that business or multifamily property covered generator is also receiving both recyclable material and organics recyclable material collection services from the same franchised waste hauler providing garbage service; or

1. Unless the franchise waste hauler has received a completed alternative compliance and exemption form from the business or multifamily residential covered generator; and
2. The city has received and provided the covered generator with written approval of its alternative compliance and exemption form request and notified the franchised waste hauler in writing of any such approval.

J. Franchised waste haulers are required to submit all completed alternative compliance and exemption form to the city for review which will be due on the 10th of each month for the previous reporting month.

K. Franchised waste haulers are required to maintain a list of any and all businesses and multifamily properties that the franchised hauler is providing garbage collection services to but is not also providing recycling and organic collection services (Non Full-Service Account List). Franchised haulers shall provide a current Non Full-Service Account List to the city, which will be due on the 10th of each month for the previous reporting month.

J. Franchised waste hauler shall be required to meet full compliance with requirements pursuant to RCMC 6.21.090 by a date set by the public works director and/or his or her designee. Franchised waste hauler shall receive written notification of such terms.

6.21.090 Requirements for service agreements.

A. Franchised waste haulers shall execute a written service agreement with all covered generators as required in RCMC 6.21.040 before the franchised waste hauler begins to collect garbage and/or designated recyclable materials and/or designated organic recyclable materials.

B. Service agreements shall incorporate, but are not limited to, the following terms and conditions:

1. Be clearly labeled as a service agreement.
2. Describe the garbage and/or recyclable material and/or organics recyclable material collection services to be provided by the franchised waste hauler and the cost for providing such services to the customer.

3. Clearly state the initial term and renewal terms.
4. Include the condition, as applicable, that the franchised waste hauler cannot provide garbage collection services to a covered generator unless:
 - a) The business or multifamily property covered generator is also receiving both recyclable materials and organics recyclable waste collection services from the franchised waste hauler; or
 - b) The city has received and provided the covered generator with written approval of its alternative compliance and exemption form request.
6. May contain automatic renewal for successive periods of no longer than one year, unless either party gives written notice of termination by certified or registered mail at least 60 days prior to the termination date of the current agreement.
7. May be amended as mutually agreed upon by the customer and the franchised waste hauler.
8. Customers are to receive a written notice of price increases not less than 30 days prior to the effective date of such price increase.
9. Franchised waste haulers shall respond to customer inquiries regarding the service agreement within 30 days.
10. Include language stating that collection containers will be removed from the property of a customer within 30 days of final termination of services to the customer.
11. Not require customers to pay over three months' liquidated damages during the renewal term and over six months' liquated damages during the initial term of the service agreement.
12. Not require a customer to give a franchised waste hauler the exclusive right to provide recycling collection services or the exclusive right to provide organics recyclable material collection services as a condition of a service agreement, unless the customer affirmatively indicates that is its desire.
13. Not require customers to give notice of any offer by a competitor or require customers to give franchised waste haulers the right to respond to such an offer.
14. Franchises must be in full force and effect for the service agreement to be effective.

C. The requirements for service agreements contained in this section shall be incorporated into all new service agreements upon enactment of this chapter. Existing service agreements between a franchised waste hauler and a customer executed before the effective date of the ordinance codified in this chapter shall remain in force for the remainder of the existing contract and shall be governed by the terms and conditions specified in the existing service agreement; provided, that such existing service agreements shall comply, to the extent allowable by law, with the new recycling and organics recycling programs established by this chapter.

D. National contracts or agreements are exempt from the requirements of contract length and renewal terms. [Ord. 2-2016 § 2].

6.21.100 Process for addressing covered generator non-compliance

In the event that the franchised waste hauler must stop providing garbage collection service to a covered generator due to the covered generator's non-compliance with this chapter of the city's municipal code the franchised waste hauler shall take the following steps:

1. Issue a written "service termination notice" to the non-compliant commercial generator stating that the franchised waste hauler shall terminate garbage collection services within 14 days of providing that service termination notice to the business or multifamily residential property. That "service termination notice" shall clearly state that it is mandatory for the business or multifamily residential property to subscribe to garbage, recyclable material and organic recyclable material collection service as required by RCMC 6.20.040.

2. Notify the city by email no more than 7 business days and no less than 2 business days before collection service is suspended for all carts, bins and/or containers from the business or multifamily residential property.
3. Suspend collection service of all carts and/or containers from the business or multifamily residential property that has not complied within 14 days of receiving the service termination notice.
4. Notify the public works director, and/or his or her designee, in person or by telephone within 24 hours after suspending collection service of all garbage carts and/or containers from the business or multifamily residential property.
5. Send a follow up email that has been confirmed by the franchised waste hauler to be received by the public works director, and/or his or her designee, by the end of the next business day the name and address of the covered generator that the franchised waste hauler has suspended collection service of all garbage carts and/or containers to.

6.21.110 Requirements for multifamily residential properties.

A. Multifamily residential tenants shall be responsible for compliance with the requirement to source-separate designated recyclable materials and/or designated organic recyclable materials from garbage pursuant to RCMC 6.21.040(A)(1).

B. No multifamily residential property owner who is a covered generator pursuant to RCMC 6.21.020(J) shall be cited for noncompliance with this chapter as a result of the failure of his or her rental property tenants to source separate designated recyclable materials or designated green materials and/or organic recyclable materials from garbage pursuant to RCMC 6.21.040.

C. Multifamily residential property owners who are covered generators pursuant to RCMC 6.21.020(J) shall be responsible for compliance with RCMC 6.21.040.

D. Every multifamily residential unit shall have a recyclable materials container provided by either the multifamily residential property owner who is a covered generator pursuant to RCMC 6.21.020(J), or by the multifamily tenant as part of their rental agreement. [Ord. 2-2016 § 2].

6.21.120 Requirements for self-hauling.

A. A covered generator may haul or transport designated recyclable materials and/or designated organic recyclable materials generated and collected at its business or multifamily residential property to a recycling facility that diverts material from disposal, rather than hiring a franchised waste hauler, only if an owner, generator or employee of the entity completes this activity by utilizing a vehicle owned by either an employee or the entity has also submitted an alternative compliance form to the City and received written approval for self-hauling activities.

B. Business and multifamily covered generators pursuant to RCMC 6.21.020(J) that self-haul or transport designated recyclable materials and/or designated organic recyclable materials shall follow established provisions pursuant to RCMC 6.21.040(A).

C. A covered generator that self-hauls or transports designated recyclable materials and/or designated organic recyclable materials collected at its business or multifamily residential property to a recycling facility without the utilization of a franchised waste hauler must complete and retain on site an approved alternative compliance and exemption form certifying all self-hauling activities will be completed in accordance with the provisions of all applicable laws or regulations of this chapter. The alternative compliance and exemption form shall be made available to the public works director, and/or his or her designee, upon request. At a minimum, the covered generator shall provide the following information on the alternative compliance and exemption form:

1. The name, address and telephone number of the covered generator that is signing the self-haul form.
2. A list of the types of recyclable materials and/or organic recyclable materials being self-hauled.

3. For each type of recyclable material and/or organic recyclable material, the amount that is being taken from the business and multifamily residential property to a recycling facility quarterly.

4. The name and address of the recycling facility(ies).

5. A written statement signed by the business or multifamily residential property owner or generator certifying that the owner or generator agrees to comply with the requirements of this chapter.

D. The public works director, and/or his or her designee, may restrict or prohibit self-hauling by a person if the public works director, and/or his or her designee, determines, after providing 30 days' written notice and an opportunity for a hearing, that the person's self-hauling activities violate the provisions of this chapter or any other applicable law or regulation. [Ord. 2-2016 § 2].

E. The public works director, and/or his or her designee, will notify the covered generator that self-hauls if the alternative compliance and exemption form has been approved within 14 days of receiving the submitted request.

6.21.125 SB 1383 Regulatory Compliance.

Organic waste generators, franchised waste haulers, and all other entities subject to the requirements of SB 1383 shall fully comply with applicable SB 1383 regulatory requirements or be subject to the penalties as prescribed in Section 18997.2 of SB 1383 or RCMC 6.21.230 as determined by the public works director and/or his or her designee.

6.21.130 Reporting.

A. Franchised waste haulers' failure to file the reports required by this chapter or by the franchise agreement shall constitute cause for termination or suspension of its franchise pursuant to Chapter 6.20 RCMC.

B. Unless otherwise required by the franchise agreement, self-haulers shall prepare quarterly reports to be kept on site identifying, at a minimum, the following:

1. The recyclable materials and organic recyclable materials tonnage collected and removed within the city region during the previous quarter.
2. The location of the recycling facility(ies) to which the recyclable materials and organic recyclable materials were taken during the previous quarter.

C. Unless otherwise required by the franchise agreement, franchised waste haulers shall prepare quarterly reports as designated by the public works director and/or his or her designee.

D. Unless otherwise required by the franchise agreement, franchised waste haulers shall prepare monthly reports as required pursuant to RCMC 6.21.080 (J) & (K).

E. The public works director, and/or his or her designee, shall provide and establish guidelines, forms and other appropriate material to assist franchised waste haulers and self-haulers in preparing the reports required by this chapter. [Ord. 2-2016 § 2].

6.21.140 Exemptions from recycling standards.

A. Notwithstanding any other provision herein, a covered generator shall not be required to source separate recyclable materials and/or organic recyclable materials if the business or multifamily residential property, owner or generator, demonstrates to the public works director, and/or his or her designee, that there is no collection service or other system available for recycling such material.

B. Notwithstanding any other provision herein, a covered generator shall be exempt from the recycling and/or organics recycling requirements in RCMC 6.21.040 if all of the generators on the owner's business or multifamily residential property are exempt from or not required to comply with the provisions of RCMC 6.21.040, or if designated recyclable materials and/or designated organic recyclable materials are not being generated by any activities occurring on the covered generator's property.

C. Covered generators may be exempted by the public works director, and/or his or her designee, if it is determined

through a site visit or other means of verification:

- (1) That the premises lacks adequate space for any of the recycling or organic waste containers. If the public works director, and/or his or her designee, determines that it is feasible for recycling and/or organic collection containers to be placed on site or shared with an adjoining generator, the covered generator will be responsible for compliance with this chapter.
- (2) That compliance with this chapter results in a violation of the city's zoning code, including city zoning regulations for minimum parking spaces;
- (3) That the covered generator's total solid waste generation is two cubic yards or more per week and organic waste subject to collection in a blue container or green container comprises less than 20 gallons per week of the covered generator's solid waste; or
- (4) That the covered generator's total solid collection service is less than two cubic yards per week and total organic waste generation subject to collection in a blue container or green container is less than 10 gallons per week of the covered generator's total solid waste.

D. Covered generators may be exempted by the public works director, and/or his or her designee, from the regulatory requirements of AB 341, AB 1826 and/or SB 1383, or any other applicable state law, provided that the business or multifamily residential property covered generator has submitted an alternative compliance and exemption form to the city and the city has provided the covered generator with written approval of its exemption request.

E. City issued exemptions from the regulatory requirements of AB 341, AB 1826 and/or SB 1383, or any other applicable state law, shall be valid for no more than two (2) years unless the city authorizes an extension of that two (2) year waiver period.

F. The following persons shall automatically be exempt from the requirements of this chapter:

1. The United States, state of California, a city, a county, a special district or other local public agency, or any employee or member of the armed forces thereof, when collecting or transporting designated recyclable materials produced by operation of the public entity under a system of recyclable materials collection and transportation operated and maintained by the public agency within the city region as specified herein and in Chapter 6.20 RCMC.
2. Municipal corporations and other governmental agencies using their own vehicles and employees engaged in the collection, transportation or disposal of designated recyclable materials within the city. [Ord. 2-2016 § 2].

6.21.150 City rules and regulations.

A. The public works director, and/or his or her designee, is authorized to make and enforce administrative rules and regulations governing recycling and organics recycling at businesses and multifamily residential properties, and all related activities including recycling and commercial solid waste generation, storage, recovery, accumulation, collection, removal, transportation and disposal; the manner in which commercial garbage, recycling and organics recycling services are provided; types of commercial garbage, organics and recycling containers and vehicles used for the operation and maintenance of sanitary methods of commercial garbage, recycling and organics recycling disposal; reporting requirements for franchised waste haulers and self-haulers; and for the effective administration of this chapter. All such rules and regulations shall be consistent with the provisions of the city code and shall be effective on the thirtieth day following the filing of any such rules and regulations with the city clerk.

B. The city council may, and is hereby empowered to, grant to a qualified applicant a nonexclusive franchise to engage in the business of collecting, transporting or disposing of commercial garbage, recyclable materials or organic recyclable materials kept, accumulated or generated in the city region.

C. The city council may grant a franchise based on compliance with this chapter. Any grant of a franchise by the city council may be subject to such terms, conditions, rules, regulations, restrictions, and limitations, as the city council deems necessary to protect the public health, safety, or welfare.

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D. The city council hereby empowers and grants to the public works director, and/or his or her designee, the authority to grant commercial nonexclusive collection service agreements (commercial nonexclusive franchisees) to franchised waste haulers, to specify designated recyclable materials and designated organic recyclable materials and make administrative rules and regulations governing covered generators.

E. The city council hereby empowers and grants to the public works director, and/or his or her designee, the authority to administer, implement and enforce this chapter and administrative rules and regulations governing business and multifamily residential property recycling and organics recycling thereafter.

F. It shall be unlawful and constitute a violation of this chapter for any person to violate or otherwise fail to comply with any rule or regulation issued pursuant to this chapter. [Ord. 2-2016 § 2].

6.21.160 Rights reserved to city.

In addition to all other rights reserved to the city, the following shall apply:

A. There is hereby reserved to the city every right and power, and the exercise thereof, which is reserved or authorized by any provision of any lawful code, title or resolution of the city, whether enacted before or after the effective date of this chapter.

B. Neither the granting of any franchise, nor any provision of any franchise, shall constitute a waiver of or a bar to exercise of any governmental right or power of the city.

C. The grantee receiving any type of franchise agreement shall have no recourse whatsoever against the city, its officers, employees or agents, or any of the city member entities, their officers, employees, or agents for any loss, cost, expense or damage arising out of any provision or requirement of this chapter because of the enforcement of this chapter.

D. There is hereby expressly reserved to the city the power and authority to amend any section of this chapter so as to require additional or greater standards on the part of the franchised waste hauler, commercial hauler or covered generator. [Ord. 2-2016 § 2].

6.21.170 Administration and costs.

A. The administration of this chapter is the duty of the public works director and/or his or her designee. The public works director, and/or his or her designee, is authorized and directed by the city council to administer this chapter.

B. Commercial franchise fees will fund administration, implementation and enforcement costs. [Ord. 2-2016 § 2].

6.21.180 Unlawful acts.

A. It shall be unlawful to combine designated recyclable materials and organic recyclable materials with garbage. Failure of covered generators to source separate designated recyclable materials or organic recyclable materials for recycling or organics recycling is a violation of this chapter.

B. It shall be unlawful for franchised waste haulers to commingle materials in garbage bins or carts with materials in recycling bins or carts in one collection vehicle.

C. It shall be the responsibility of the covered generator whose garbage was not removed because it contained designated recyclable materials to properly separate designated recyclable materials from the uncollected solid waste for proper recycling. Allowing such unseparated garbage to accumulate will be considered a violation of this chapter. [Ord. 2-2016 § 2].

6.21.190 Implementation and enforcement.

The implementation and enforcement of this chapter is the duty of the public works director, and/or his or her designee, of the city's department of public works. The public works director, and/or his or her designee, is authorized and directed by the city council to implement and enforce this chapter. [Ord. 2-2016 § 2].

6.21.200 Posting of notices.

A. The public works director, and/or his or her designee, may post notices on automatic lift containers, bins and roll-off bins that are used for garbage collection and the collection of designated recyclable materials, and the

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collection of designated organic recyclable materials, within the city if the owner of the automatic lift containers, bins and roll-off bins is in violation of this chapter, including, but not limited to, any regulation, franchise requirement, permit, information request, order, variance, or other requirement that the public works director, and/or his or her designee, is authorized to enforce or implement pursuant to this chapter.

B. A notice shall remain on automatic lift containers, bins and roll-off bins that are used for garbage collection within the city so long as the owner of the automatic lift containers, bins and roll-off bins is in violation of this chapter. The notice shall be posted on the automatic lift container, bin, and/or roll-off bin so as to be clearly visible to the general public and include all of the following information:

1. The date the notice was posted on the container.
2. The address or location of the property, including the identification of any dwelling unit, room number, apartment number, business or multifamily residential property.
3. The name and contact telephone number of the agency posting the notice on the property.
4. The city code section that has been violated.
5. A statement that it is unlawful for any person to engage in the business of collecting, transporting or disposing of commercial garbage kept, accumulated or generated in the city, or to engage in the business of soliciting accounts or invoicing customers for commercial garbage service in the city unless a franchise has first been granted pursuant to the provisions of this chapter and such a franchise is in full force and effect.

C. A statement that a person violating the posted notice is subject to criminal penalties pursuant to city code and administrative civil penalties in an amount of up to \$1,000 per day for each violation.

D. A statement that a person disturbing or destroying the posted notice is subject to administrative civil penalties in an amount of up to \$1,000, in addition to any other remedies provided by this chapter. [Ord. 2-2016 § 2].

6.21.210 Notice of violation.

The public works director, and/or his or her designee, may issue a notice of violation to any person found to be in violation of a provision of this chapter, including, but not limited to, any regulation, franchise requirement, permit, information request, order, variance, or other requirement that the public works director and/or his or her designee, is authorized to enforce or implement pursuant to this chapter. Issuance of a notice of violation may also result in the issuance of a notice of administrative enforcement order pursuant to this chapter. [Ord. 2-2016 § 2].

6.21.220 Notice of violation – Content.

A. In addition to any other content, a notice of violation shall contain the following elements:

1. A statement of the public works director, and/or his or her designee, that indicates a violation has occurred.
2. A citation of the provisions of this chapter, including any regulation, franchise requirement, permit, information request, order, variance, or other requirement that has been violated.
3. A date by which any person must be in compliance with this chapter including any regulation, franchise requirement, permit, information request, order, variance, or other requirement, or a date by which an action plan must be submitted by the person to propose a means and timeframe by which to correct violations. The public works director, and/or his or her designee, may extend the compliance date when good cause exists for such an extension.
4. Notification that continued noncompliance may result in additional enforcement action being taken against the business, facility, or any responsible persons.
5. Notification that the city may recover any costs incurred by the city as a result of the violation.
6. Notification that a violation of this chapter may result in an administrative civil penalty or in criminal penalties.

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7. Notification that the correction of any alleged violation(s) within the specified deadline date(s) will not necessarily prevent the public works director, and/or his or her designee, from issuing an administrative enforcement order and imposing administrative civil penalties relating to the alleged violation(s).

B. In addition to any other content, a notice of violation may establish required corrective actions, including the following:

1. Terms, conditions, and requirements reasonably related to the provisions of this chapter, including the following:
 - a. Cessation of prohibited actions.
 - b. Correction of prohibited conditions.
 - c. A requirement for submittal of a written action plan for achieving and maintaining compliance with this chapter.
 - d. Reporting requirements to demonstrate ongoing compliance.
2. A requirement that the person receiving same shall submit written certification to the public works director, and/or his or her designee, that the necessary corrective actions have been completed. As appropriate for the type of correction action taken, the notice of violation may require documentation that substantiates the certification, including but not limited to, receipts, contracts, or photographs.
3. Any other terms or conditions reasonably calculated to prevent additional violations of this chapter.

C. An administrative enforcement order may be issued separately, but only after issuance of a notice of violation, or in combination with a notice and order, for the same violations or set of related violations. [Ord. 2-2016 § 2].

6.21.230 Administrative enforcement order.

A. If the public works director, and/or his or her designee, determines that a person, covered generator, or franchised waste hauler, has committed or is committing a violation of any provision of this chapter, the public works director, and/or his or her designee, may issue an administrative enforcement order, after issuing a notice of violation or, in combination with a notice of violation, requiring that the violation be corrected and imposing an administrative penalty.

B. Pursuant to this chapter, the violator shall be liable for a penalty of not more than \$1,000 for each day on which each violation occurs and/or continues. [Ord. 2-2016 § 2].

6.21.240 Administrative enforcement order – Content.

A. In addition to any other content, an administrative enforcement order shall contain the following elements:

1. A statement of the public works director, and/or his or her designee, that indicates a violation has occurred.
2. A citation of the provision of this chapter including any regulation, franchise requirement, permit, information request, order, variance, or other requirement that has been violated.
3. A date by which any person must be in compliance with this chapter, or a date by which an action plan must be submitted by the person to propose a means and timeframe by which to correct violations. The public works director, and/or his or her designee, may extend the compliance date when good cause exists for such an extension.
4. Notification that continued noncompliance may result in additional enforcement action being taken against the business, facility, or any responsible persons.
5. Notification that the city may recover any costs incurred by the city as a result of the violation.
6. Notification as to whether an administrative civil penalty is imposed and the terms and conditions of

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payment, if any. In establishing the penalty amount, the public works director, and/or his or her designee, shall take into consideration:

- a. The nature, circumstances, extent, and gravity of the violation.
- b. The violator's past and present efforts towards compliant behavior.
- c. The violator's ability to pay the penalty.
- d. The deterrent effect that the imposition of the penalty would have on both the violator and the regulated community.

7. Notification that the correction of any alleged violation(s) within the specified deadline date(s) will not necessarily prevent the public works director, and/or his or her designee, from issuing an administrative enforcement order and imposing administrative civil penalties relating to the alleged violation(s).

8. Notification that the recipient has a right to a hearing on the matter as set forth in RCMC 6.21.280 to appeal any findings or required corrective actions established by the public works director and/or his or her designee.

9. Notification of procedures for requesting a hearing established according to RCMC 6.21.260.

B. In addition to any other content, an administrative enforcement order may establish required corrective actions, including the following:

1. Terms, conditions, and requirements reasonably related to the provisions of this chapter, including the following:

- a. Cessation of prohibited actions.
- b. Correction of prohibited conditions.
- c. A requirement for submittal of a written action plan for achieving and maintaining compliance with this chapter.
- d. Reporting requirements to demonstrate ongoing compliance.

2. A requirement that the person receiving same shall submit written certification to the public works director, and/or his or her designee, that the necessary corrective actions have been completed. As appropriate for the type of correction action taken, the notice of violation may require documentation that substantiates the certification, including, but not limited to, receipts, contracts, or photographs.

3. Any other terms or conditions reasonably calculated to prevent additional or ongoing violations of this chapter.

C. A notice of violation or an administrative enforcement order may be issued separately or in combination with another notice or order for the same violations or set of related violations. [Ord. 2-2016 § 2].

6.21.250 Delivery of notice or order.

Any notice of violation, permit revocation, administrative enforcement order or other enforcement action pursuant to the requirements of this chapter shall be subject to the following requirements:

A. Delivery shall be deemed complete upon either personal delivery to the recipient or by certified mail.

B. Where the recipient of the notice or order is the owner of the premises, the address for notice or order shall be the address from the most recently issued equalized assessment roll for the premises.

C. Where the owner or occupant of any premises cannot be located after reasonable efforts of the public works director, and/or his or her designee, the notice or order shall be deemed delivered after posting on the premises for a

period of 10 business days. [Ord. 2-2016 § 2].

6.21.260 Administrative appeals.

A. Hearing Request. Any person, owner or operator served with a notice of violation or an administrative enforcement order issued pursuant to this chapter may contest the order on the basis that there was no violation of this chapter or that he or she is not the responsible party. To contest the order, the person shall submit a request for hearing form to the city within 15 days from the date of the administrative enforcement order. Directions on how to obtain the request form will be provided on the order.

B. Filing Fee. The completed request must be submitted together with a filing fee, established and amended from time to time by the public works director, and/or his or her designee, based on actual expense to conduct the hearing by the hearing officer.

C. Notice of Hearing. The person, owner or operator requesting the hearing shall be notified of the time and place set for the hearing at least 10 days before the date of the hearing.

D. Additional Reports. If the public works director, and/or his or her designee, submits an additional written report concerning the administrative enforcement order to the hearing officer for consideration at the hearing, then a copy of this report also shall be provided to the person requesting the hearing at least five days before the date of the hearing. [Ord. 2-2016 § 2].

6.21.270 Hearing officer.

Pursuant to RCMC 1.05.200, a hearing officer will be assigned the responsibility of conducting a hearing by the city manager. The city manager shall be authorized to assign hearing responsibilities from time to time to any person or persons, qualified by training or experience, whom the city manager may appoint, employ or who are retained by contract to conduct such hearings. [Ord. 2-2016 § 2].

6.21.280 Hearing procedure.

A. Setting the Hearing. A hearing before the hearing officer shall be set for a date that is not less than 15 days nor more than 60 days from the date that the request for hearing is filed. The person requesting the hearing shall be notified of the time and place set for the hearing as soon as it is set, and at least 10 days before the hearing. If the public works director, and/or his or her designee, submits a written report concerning the notice or order to the hearing officer for consideration at the hearing, then a copy of the report shall be served on the person requesting the hearing at least five days before the hearing. No hearing shall be held unless the filing fee has been paid in advance, under RCMC 6.21.260(B).

B. Failure to Appear. The failure of the person requesting the hearing to appear at the hearing shall constitute a forfeiture of the fine and a failure to exhaust his or her administrative remedies.

C. At the Hearing. The administrative enforcement order and any additional report submitted by the public works director, and/or his or her designee, shall constitute prima facie evidence of the respective facts contained in those documents. At the hearing, the party contesting the citation shall be given the opportunity to testify and to present evidence concerning the citation.

D. Continuances. The hearing officer may continue the hearing and may request additional information from the public works director, and/or his or her designee, or the person receiving the administrative enforcement order before issuing the decision. [Ord. 2-2016 § 2].

6.21.290 Form and contents of decision – Finality of decision.

A. Following the hearing, the hearing officer shall issue an order in writing no later than 30 days from the date of the hearing, unless the time is waived by the parties. The order shall contain findings of fact and rationale appropriate to the violation and result, and a resolution of the essential issues raised, including the following:

1. Confirmation or denial of the occurrence of violations of this chapter that are alleged by the public works director and/or his or her designee.
2. Confirmation or rejection of any administrative civil penalty sought by the public works director, and/or his

or her designee, and establishment of the monetary amount of any administrative civil penalty to be enforced.

3. Confirmation, amendment, or rejection of required corrective actions related to compliance with this chapter that are imposed by the public works director, and/or his or her designee, but only if those requirements are appealed by the person.

B. The hearing officer's order shall uphold required corrective actions if the person fails to show clear and convincing evidence that the required corrective actions are unreasonable or unnecessary for achieving or demonstrating ongoing compliance with this chapter. The hearing officer's order may amend or reject required corrective actions; provided, that compliance with this chapter will be achieved.

C. The hearing officer's order shall inform the person that failure to comply with the hearing officer's order shall constitute a misdemeanor and is subject to additional enforcement action, including criminal penalties and additional civil and administrative penalties.

D. The hearing officer's order shall inform the person that the time and manner by which a person may file a challenge to the hearing officer's order is governed by Section 53069.4 of the California Government Code or any successor provision thereto.

E. The order issued by the hearing officer pursuant to this chapter shall be effective upon issuance. The decision of the hearing officer is final and may not be appealed. [Ord. 2-2016 § 2].

6.21.300 Procedures for collection of administrative civil penalty.

A. Any administrative penalty due shall be paid to the city within 30 days after the hearing officer's decision is issued. If the penalty is not timely paid, the public works director, and/or his or her designee, may pursue all reasonable and legal means in collecting those sums authorized and due.

B. All administrative civil penalties collected from actions brought pursuant to this chapter shall be paid to the public works director, and/or his or her designee, enforcing this chapter, and shall be deposited into a special account that shall be expended to fund the activities of the department to implement the applicable provisions of this chapter. [Ord. 2-2016 § 2].

6.21.310 Actions not prohibited.

This chapter does not do any of the following:

A. Otherwise affect the authority of the public works director, and/or his or her designee, to take any other action authorized by any other provision of law.

B. Restrict the power of a city attorney, district attorney, or the Attorney General to bring, in the name of the people of California, any criminal proceeding otherwise authorized by law.

C. Prevent the public works director, and/or his or her designee, from cooperating with, or participating in, proceedings specified in subsection (B) of this section. [Ord. 2-2016 § 2].

6.21.320 Penalties.

In addition to the administrative penalties imposed by RCMC 6.21.230, the city may seek all other legal remedies available under state law and under this code, including, but not limited to, criminal sanctions. [Ord. 2-2016 § 2].

Chapter 6.20

SOLID WASTE MANAGEMENT¹

Sections:

6.20.010	Purpose and declarations.
6.20.020	Definitions.
6.20.030	Collection or transportation prohibited.
6.20.035	Mandatory service.
6.20.040	Public agency exemption.
6.20.045	Administrator <u>Mandatory service</u> exemption.
6.20.050	Franchise requirement.
6.20.055	Exempt collection or transportation.
6.20.060	City council authority to grant franchise.
6.20.070	Franchise terms and conditions.
6.20.080	Application for commercial or residential franchise.
6.20.090	Commercial franchise application review process.
6.20.095	Residential franchise application review process.
6.20.100	Appeal upon denial of award.
6.20.110	Awarding of franchise.
6.20.120	Requirements for franchise effectiveness.
6.20.130	Franchise fees.
6.20.140	Recycling facility reporting requirements.
6.20.150	Restrictions on franchisees.
6.20.160	Medical waste.
6.20.170	Enforcement.
6.20.180	Abatement proceedings.
6.20.190	Notices.
6.20.200	On-site storage.
6.20.210	Solid waste disposal restrictions.
6.20.220	Use of containers.
6.20.230	Rules and regulations.
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6.20.250	Vehicle requirements.
6.20.260	Covered load requirement.
6.20.270	Rights reserved to city.
6.20.280	Other franchise provisions.
6.20.290	Criminal penalties for violations.
6.20.300	Civil penalties for violations.
6.20.310	Settlement process.
6.20.320	Hearing officer.
6.20.330	Appeals.
6.20.340	Appeal hearing.

6.20.010 Purpose and declarations.

A. It is hereby declared and determined that the business of collecting and subsequently transporting, transferring, disposing and/or recycling of residential and commercial solid waste generated, kept or accumulated within the incorporated limits of the city of Rancho Cordova affects the health, safety, public welfare and quality of life of the inhabitants of the city. The city further declares that the business of collecting and disposing of residential and commercial solid waste is a public service and should be regulated by the city to ensure reliability and adequacy of service. The use of any public street or public property in connection with such business is of great concern to the city and should be regulated by the city. Therefore, it is the purpose of this chapter to provide such regulation.

The city further declares that residential collection service will be most efficient, and at a lower cost, when collection routes provide door-to-door service uninterrupted by competition in the same area; and that exclusive residential

collection services allow for energy conservation in fuel consumed by collection equipment, for the reduction of traffic congestion on roads and streets, and for fewer adverse effects on public streets and rights-of-way due to less truck traffic.

B. It is the further purpose of this chapter to regulate such business in order to ensure its orderly operation and to minimize the adverse effects it may have on the local environment. It is also the purpose of this chapter, aside and apart from regulation, to require compensation for the value of the franchise issued by the city.

C. It is the further purpose of this chapter to provide for the uniform regulation of residential and commercial solid waste collection, removal and transportation within the geographical area of the city.

D. The city hereby elects to have the grant of franchises governed by this chapter, and any ordinances amendatory thereof, and these provisions shall constitute the exclusive procedure applicable to the granting of franchises for the conduct of the business of collecting, transporting or disposing of residential and commercial solid waste. [Ord. 22-2012 § 2].

6.20.020 Definitions.

Unless the context otherwise requires, the definitions set forth in this section shall govern the interpretation of this chapter.

~~A. “Administrator” means the administrator of the city’s solid waste program. The city council shall designate by resolution the administrator.~~ “City” means the city of Rancho Cordova.

~~B. “City” means the city of Rancho Cordova.~~

~~C.~~ “City council” means the city council of the city of Rancho Cordova.

~~D.~~ “City clerk” means the city clerk of the city of Rancho Cordova.

~~E.~~ “City engineer” means the engineer of the city of Rancho Cordova.

~~F.~~ “City limits” means the territorial jurisdiction of the city of Rancho Cordova.

~~G.~~ “Collection” means the act of picking up and removing solid waste or recyclable material at the place of waste generation.

~~H.~~ “Commercial hauler” means any person who loads, collects, hauls, or transports commercial solid waste for a fee by use of any means, including, but not limited to, a dumpster truck; roll-off truck; a side-load, front-load, or rear-load garbage truck; or a trailer.

~~I.~~ “Commercial solid waste” means all solid waste, as defined in this chapter, that is generated by and at commercial and industrial sources, multifamily residential property, and construction and demolition activities that is collected by a commercial hauler.

~~J.~~ “Franchise” or “commercial franchise” means a commercial solid waste and recyclables collection franchise issued under the provisions of this chapter to a commercial hauler within the city.

~~K.~~ “Franchisee” means a person or entity holding a franchise issued pursuant to this chapter.

~~L.~~ “Garbage” means all putrescible and non-putrescible solid, semisolid, and liquid wastes, including, trash, refuse, paper, rubbish, ashes, industrial wastes, demolition and construction wastes, discarded home and industrial appliances, dewatered, treated or chemically fixed sewage sludge which is not hazardous waste, manure, vegetable or animal solid and semi-solid wastes, and other discarded solid and semi-solid wastes. “Garbage” does not include hazardous waste or low-level radioactive waste regulated under Chapter 7.6 (commencing with Section 25800) of Division 20 of the California Health and Safety Code or medical waste. “Garbage” does not include recyclable materials or organic recyclable materials set out for separate collection for the purposes of recycling and that are not landfilled.

Note: The distinction between garbage and solid waste is that solid waste includes garbage, recyclable materials, and organic recyclable materials while “garbage” does not.

L. “Materials recovery facility” or “MRF” means any facility designed, operated, and legally permitted for the purpose of receiving, sorting, processing, storing, or preparing recyclable materials for sale and which has obtained, and maintains valid permit(s) to accept, process or store recyclable materials. This definition shall apply only within the framework of materials recovery facility services and reporting of this chapter.

M. “Multifamily residential property” means five or more individual living units located on a single parcel of land and any mobile home park located within the city.

N. “Person” means an individual, firm, limited liability company, association, partnership, industry, public or private corporation, or any other entity whatsoever.

O. “Police chief” means the chief of police of the city of Rancho Cordova.

P. “Public works director” means the public works director of the city of Rancho Cordova, California.

Q. “Recycling” means the process of collecting, sorting, cleansing, treating and reconstituting materials that would otherwise become solid waste and returning them for use or reuse in the form of raw materials for new, used or re-constituted products which meet the quality standard necessary to be used in the marketplace. “Recycling” does not include transformation as defined in Public Resources Code Section 40201.

QR. “Recycling facilities” means those facilities or operations that receive, process, and transfer to market recyclable materials that have been source separated from the solid waste stream.

RS. “Recyclable material” or “recyclables” means materials that have been separated from the solid waste stream prior to disposal for the purpose of returning them for use or reuse in the form of raw materials for new, used or re-constituted products which meet the quality standard necessary to be used in the marketplace, and that are not land-filled.

ST. “Removal” means the act of taking solid wastes or recyclable materials from the place of generation.

TU. “Residential dwelling unit” means an individual living unit in a single-family dwelling, condominium, townhouse, mobile home, duplex (two units), triplex (three units), fourplex (four units) or building of four or less total individual living units intended for, or capable of being utilized for, residential living other than a hotel or motel.

UV. “Residential hauler” means any person who loads, collects, hauls, or transports residential solid waste for a fee by use of any means, including, but not limited to, a dumpster truck; roll-off truck; a side-load, front-load, or rear-load garbage truck; or a trailer.

VW. “Residential solid waste” means all solid waste, as defined in this chapter, that is generated by and at a residential dwelling unit.

WX. “Residential franchise” means a residential solid waste collection franchise issued under the provisions of this chapter to a residential hauler within the city.

~~X.~~ “Rubbish” means ~~nonputrescible solid wastes such as ashes, paper, cardboard, tin cans, yard waste, wood, glass, bedding, crockery, plastics, rubber by products and litter.~~

Y. “Solid waste” means all putrescible and nonputrescible solid, semisolid, and liquid wastes, including garbage, trash, refuse, paper, rubbish, ashes, industrial wastes, construction and demolition debris, discarded home and industrial appliances, dewatered, treated or chemically fixed sewage sludge which is not hazardous waste, manure, vegetable or animal solid and semi-solid wastes, and other discarded solid and semi-solid wastes. “Solid waste” does not include hazardous waste or low-level radioactive waste regulated under Chapter 7.6 (commencing with Section 25800) of Division 20 of the Health and Safety Code, or medical waste. “Solid waste” ~~does not include~~includes recyclable materials set out for separate collection for the purposes of recycling, and that are not landfilled.

Z. "Source separate" or "source separated" means the process of removing recyclable materials from solid waste for the purpose of recycling.

AA. "Treated medical waste" means medical waste as defined in subsection (a) of Health and Safety Code Section 25023.5.

BB. "Construction and demolition debris" means used or discarded materials resulting from construction, renovation, remodeling, repair or demolition operations on any pavement, house, commercial building, or other structure and such other materials as may be removed during the normal cleanup process of such construction, renovation, remodeling, repair, or demolition operations. This includes mixed construction and demolition debris and source separated recyclable construction and demolition material. [Ord. 22-2012 § 2].

6.20.030 Collection or transportation prohibited.

Except as authorized by RCMC 6.20.040 and 6.20.050, it shall be unlawful for any person to engage in the business of collecting, removing or transporting residential or commercial solid waste, or otherwise organizing, directing, sponsoring, brokering or causing the collection, removal or transportation of commercial residential or solid waste within the city without possessing a valid franchise or valid residential franchise granted by the city. [Ord. 22-2012 § 2].

6.20.035 Mandatory service.

Except as otherwise expressly provided by this chapter, the owner, tenant, or occupant of every improved parcel (parcel with one or more business and/or residential buildings approved for occupancy) located within the city shall subscribe to a solid waste ~~and recyclables~~ collection service from a residential or commercial franchisee operating pursuant to this chapter. Each business (DBA) and/or residential building with a separate address and each separate business unit and each separate residential unit (under separate rental agreement) with a common address located on such parcel shall subscribe to such service. The owner, tenant or occupant of a parcel with a residential dwelling unit shall subscribe to a collection service from a residential franchisee operating according to this chapter. The owner, tenant, or occupant of a parcel with a commercial or multifamily property shall subscribe to a collection service from a commercial franchisee operating according to this chapter.

Any owner of an improved five-acre or larger parcel may submit a written request for an exemption from mandatory service to the ~~administrator~~ public works director, and/or his or her designee, who will consider such requests on a case-by-case basis. ~~The administrator~~ The public works director, and/or his or her designee will submit a written response within 30 days of receipt of a written request either approving or denying the exemption from mandatory service. [Ord. 22-2012 § 2].

6.20.040 Public agency exemption.

The provisions of RCMC 6.20.035 shall not be applicable to the United States, the state of California, the county, a city, a special district or any other local public agency with respect to the accumulation, collection or transportation of refuse resulting from operations of such agency. [Ord. 22-2012 § 2].

6.20.045 ~~Administrator~~ Mandatory service exemption.

~~The administrator~~ The public works director, and/or his or her designee shall, upon application, grant a written exemption from the mandatory collection service requirements established by RCMC 6.20.035 for any property utilized for commercial purposes which does not generate solid waste, and may grant such an exemption for any residential dwelling unit (but not multifamily residential properties) if it determines that the occupant has made adequate and appropriate arrangements for the disposal of solid waste and required subscription to collection service would constitute an unreasonable hardship or impractical burden. [Ord. 22-2012 § 2].

6.20.050 Franchise requirement.

It is unlawful for any person to engage in the business of collecting, transporting or disposing of residential or commercial solid waste kept, accumulated or generated in the city, or to engage in the business of soliciting accounts or invoicing customers for residential or commercial solid waste service in the city unless:

A. A commercial franchise or residential franchise therefor has first been granted pursuant to the provisions of this chapter and such franchise is in full force and effect and a written franchise agreement therefor has been executed between such person and the city and such agreement is in full force and effect. [Ord. 22-2012 § 2].

6.20.055 Exempt collection or transportation.

The following persons shall be authorized to organize, direct or sponsor the collection, removal or transportation of residential or commercial solid waste within the city, or collect, remove or transport such solid waste, without a franchise or a residential franchise:

A. The United States, the state of California, a city, a special district or other local public agency, or any employee or member of the Armed Forces thereof, or any individual or employee of such individual who has entered into a contract for solid waste collection with a federal or state agency, when collecting or transporting solid waste produced by operation of the public entity under a system of solid waste collection and transportation operated and maintained by the public agency;

B. The owner, operator or occupant or employee of a farm or ranch consisting of five acres or more, when transporting for off-site disposal solid waste accumulated as a result of operation of the farm or ranch;

C. An owner or occupant of a residential or multifamily residential property, when collecting or transporting ~~rubbish~~ recyclable materials and/or organic recyclable materials, not containing garbage, from his or her residential premises to a lawful point of disposal;

D. A residential construction contractor, commercial or residential gardener and those engaged in the business of cleaning residential ~~and~~ commercial and multi-family residential properties and employees thereof, when collecting or transporting ~~rubbish~~ solid waste consisting of by-products of the services provided to a lawful disposal location;

E. A person or employee thereof, when collecting or transporting dead animals, bones, meat scraps or food waste resulting from food processing plants for tallow or fertilizer, or other waste material to be used as raw material in manufacturing, or solid waste that is collected without charging a fee to the customer for purposes of salvage; provided, that such persons shall reuse or recycle or cause to be reused or recycled all materials collected, and shall not transport or arrange for the transport of any collected materials to a disposal site;

F. An operator or employee thereof of one or more industrial plants which are under single ownership, when collecting or transporting wastes which cannot be handled by standard solid waste collection equipment or which involve significant health, operating or handling hazards, including but not limited to rice hulls, tomato pulp, chemical residues, explosives, and other toxic, noxious or hazardous substances; provided, that all such wastes shall be deposited at an appropriate disposal area permitted pursuant to California State solid or hazardous waste management standards.

Any transportation of solid waste, ~~refuse or rubbish~~ authorized by this section shall be conducted in strict compliance with any and all requirements of this chapter relating to transportation and any regulations issued hereunder;

G. Any person collecting or transporting hazardous waste, medical waste and designated waste, as defined in law, regardless of its source;

H. Any person collecting or transporting by-products of sewage treatment, including sludge, sludge ash, grit, and screenings;

I. Any person collecting or transporting residue or nonprocessable waste from a solid waste management facility, including material recovery, composting, and transformation facilities; and

J. Municipal corporations and other governmental agencies using their own vehicles engaged in the collection, transportation, or disposal of solid waste within the city. [Ord. 22-2012 § 2].

K. Any commercial edible food recovery organization collecting edible food from commercial establishments resulting in the recovery and redistribution or edible food for consumption.

6.20.060 City council authority to grant franchise.

A. The city council may and is hereby empowered to grant to a qualified applicant a nonexclusive franchise to engage in the business of collecting, transporting or disposing of commercial solid waste ~~and designated recyclable materials kept~~, accumulated or generated in the city, or to delegate the authority, by resolution, to the

~~administrator~~ the public works director, and/or his or her designee to grant the franchise.

B. The city council may and is hereby empowered to grant to a qualified applicant an exclusive residential franchise to engage in the business of collecting, transporting or disposing of residential solid waste and recyclable materials kept, accumulated or generated in the city, or to delegate the authority, by resolution, to the ~~administrator~~ public works director, and/or his or her designee to grant the franchise, according to the procedures set forth in RCMC

6.20.080 and 6.20.095.

C. The city council may grant a commercial franchise or a residential franchise to an applicant based on compliance with this chapter. Any grant of a commercial franchise or a residential franchise by the city council may be subject to such terms, conditions, rules, regulations, restrictions, and limitations as the city council deems necessary to protect the public health, safety, or welfare.

D. The city council hereby empowers and grants to the ~~administrator~~ public works director, and/or his or her designee the authority to administer and negotiate nonsubstantive changes to the commercial franchise and residential franchise agreements. The city council may delegate authority by resolution to the ~~administrator~~ public works director, and/or his or her designee to administer, negotiate and execute franchise agreements. [Ord. 22-2012 § 2].

6.20.070 Franchise terms and conditions.

A. All franchises and residential franchises shall be subject to the terms and conditions specified in this chapter, in the franchise agreement and in all other applicable federal, state and local laws and regulations.

B. In granting any franchise or residential franchise, the city council may prescribe such other additional terms and conditions, not in conflict with this chapter, as in the judgment of the city council are in the public interest.

C. Each franchisee shall provide residential or commercial solid waste collection, removal, recycling, and transportation services consistent with the provisions of this chapter, the terms and conditions of the franchise issued to the franchisee, and any applicable federal, state, or local statute, ordinance, rule or regulation.

D. Each franchisee shall provide services without undue interruptions caused by mechanical failures or other inadequacies of equipment and shall utilize equipment in quantities and of an age and quality adequate for the provisions of reliable service and to provide preventive and repair maintenance of such equipment sufficient to ensure reliability. [Ord. 22-2012 § 2].

6.20.080 Application for commercial or residential franchise.

A. All applications for commercial or residential franchises pursuant to this chapter shall be in writing and shall be filed with the ~~administrator~~ public works director, and/or his or her designee.

B. Each application for a commercial or residential franchise from a company that has never held a commercial or residential franchise in the city shall be submitted by the applicant on a form provided by the ~~administrator~~. ~~The application shall include all attachments required by the administrator. At a minimum~~ public works director, and/or his or her designee. ~~The~~, the application shall contain all attachments with the following information:

1. Identification.

- a. The name and address of the applicant.
- b. Business address and telephone number of the applicant.
- c. Address where all vehicles and operating equipment used within the city will be kept.
- d. If the applicant is a partnership, the applicant shall include the name and address of each partner, general, limited or otherwise, owning more than 10 percent ownership in the partnership and their percentage of ownership.
- e. If the applicant is a corporation, the application shall state the names and addresses of the corporation's directors, date and place of incorporation, main offices, major stockholders and associates, and the names and addresses of the parent and subsidiary companies.

f. If the applicant is an affiliate or a franchised operation of another corporation (not to be confused in this instance with a solid waste franchisee of the city), the applicant shall list the names and addresses of the parent or subsidiary companies, together with a description of their business interests and/or ownership.

g. If the applicant is a joint venture or other combination of persons and corporations, identify separately the names and addresses of each member of the joint venture or combined effort, together with their percentage interest.

2. Business Operations. The names of the executive, operational and financial managers to be used in connection with the solid waste collection services, together with documentation that such persons and the applicant have sufficient experience in solid waste handling to perform solid waste collection services in the city.

a. Attestation that books and accounts of all revenue and income arising out of its operations will be kept in a manner that conforms to generally accepted accounting principles.

b. A statement that the applicant shall obtain insurance prior to commencing business subject to the franchise agreement.

c. A statement that the applicant shall maintain and report on a timely basis all operational information and data elements reasonably required by the city to comply with its reporting requirements such as those established under AB 939, and as defined in the franchise agreement.

d. A complete listing and explanation of any civil or criminal rulings or judgments in excess of \$5,000, or convictions against applicant, any of applicant's partners, major stockholders, corporate directors or parent or subsidiary companies, occurring within the last five years. Applicants that are subject to the periodic reporting requirements of Section 13(a) of the Securities Exchange Act may, in lieu of the information required by this subsection, submit the information reported pursuant to 17 CFR 229.103 (Legal proceedings) and 229.403 (Security ownership of certain beneficial owners and management) on the most recent form 10-K filed by the applicant with the Securities and Exchange Commission.

3. Facilities and Equipment.

a. A description of all vehicles and equipment that the applicant owns, has control of, or intends to acquire for the collection, transportation, or disposal of commercial waste in the city and which are subject to the provisions of the franchise agreement. A statement as to whether said vehicles and equipment are self-unloading and equipped with audible automatic back-up warning devices. The minimum vehicle description for existing vehicles shall include Vehicle Identification Number (VIN) and license plate number.

b. Evidence demonstrating that the applicant owns or will have access to suitable facilities for keeping vehicles and equipment clean and in good repair, and that the applicant owns or will have access to reasonable office and billing facilities.

c. Evidence demonstrating that the applicant owns or will have the legally enforceable right to use at least two collection vehicles, the bodies of which are closed, leak-resistant, and constructed for the purpose of solid waste collection, transportation, and disposal. In the alternative, for the purposes of this provision, an applicant may demonstrate by the evidence that they service and transport open-top roll-off boxes for the collection, transportation, and disposal of nonputrescible waste and/or roll-off compaction boxes which are closed, leak-resistant, and are constructed for the purpose of solid waste collection, transportation, and disposal.

4. Financial Resources. Applicant shall provide proof satisfactory to the ~~administrator~~ public works director, and/or his or her designee that the applicant has adequate financial resources to conduct commercial solid waste collection services.

5. Diversion Plans. Each franchisee shall submit a diversion plan with their franchise application. The diversion plan shall provide a detailed description of how the franchisee intends to divert recyclable materials from commercial solid waste in order to assist the city in meeting the city's AB 939 reporting requirements.

6. Application for Police Chief Review.

a. The city may request that the police chief review each franchise application prior to the city issuing a franchise. ~~The administrator~~The public works director, and/or his or her designee may refer all franchise applications or renewals pursuant to this chapter to the police chief who, in conjunction with city staff, shall make such investigation of the applicant as the police chief deems necessary in order to determine whether the applicant's character or the business responsibility of the firm the applicant represents is satisfactory. The requirements of this section apply to all pending or future applications or proposals for issuance or renewal of such franchise pursuant to this chapter. The police chief's investigation may include, but is not limited to, obtaining the fingerprints and a photograph of the applicant, or any other person connected with the firm which the applicant represents, and the obtaining of reports from the state and federal law enforcement agencies and reports from any other appropriate sources.

b. If requested to review an application, the police chief shall evaluate each franchise application or proposal to determine whether the operation of the business which the applicant or party submitting the proposal represents would involve an unreasonable risk to the health, safety or general welfare of the public. In making such a determination, the police chief shall consider the character of the applicant or party submitting the proposal and each director, officer, manager and other person who exercises policy control over the operations of the applicant or proponent, the business responsibility of the firm which the applicant or party submitting the proposal represents, and the manner in which the firm intends to conduct its business.

c. The police chief shall notify the ~~administrator~~public works director, and/or his or her designee of the results of the investigation conducted pursuant to this section. If the police chief recommends disapproval of the application or proposal, the reasons for disapproval shall be specified in writing. The police chief shall forward a copy of the statement of reasons to the ~~administrator~~public works director, and/or his or her designee and shall provide a copy to the applicant or party submitting the application.

7. Other.

a. Any other evidence that demonstrates that the applicant is able to render collection and subsequent transportation and/or disposal services in accordance with applicable federal, state and local statutes.

b. Such additional information as may be reasonably requested by the ~~administrator~~public works director, and/or his or her designee.

c. During the application or proposal period and during the full term of any franchise, all information contained in the franchise application shall be kept up to date by the applicant who shall file a new verified statement within 48 hours of any change indicating in detail the nature of any change in the information.

C. Each application for a commercial or residential franchise from a company holding a valid, current commercial or residential franchise which is set to expire shall be submitted by the applicant on a form provided by the ~~administrator~~the public works director, and/or his or her designee. The application shall include all attachments required by the ~~administrator~~public works director, and/or his or her designee.

D. The application shall be signed by the person applying for the commercial or residential solid waste and recyclables collection franchise or, in the case of a partnership or corporation, by a person authorized to bind the partnership or corporation. [Ord. 22-2012 § 2].

6.20.090 Commercial franchise application review process.

A. The city council may award franchises for the collection of commercial solid waste within the city to applicants meeting all of the qualifications of this chapter.

B. Applicants may submit their completed application for a commercial franchise, as provided in RCMC 6.20.080, to the ~~administrator~~public works director, and/or his or her designee for review and consideration at any time. The ~~administrator~~public works director, and/or his or her designee shall review such submittals and either make a recommendation to the city council to award such franchise or notify applicant of denial within 60 days of receiving a

completed application.

C. ~~The administrator~~The public works director, and/or his or her designee shall take into consideration all components of the completed application, including but not limited to:

1. The ability of the applicant to meet all terms of the agreement;
2. Any history of civil or criminal convictions that may compromise the public's interests; and
3. The completeness, accuracy, and validity of the application.

~~The administrator~~The public works director, and/or his or her designee shall also have the authority to verify independently any and all statements made and implied in the application. ~~The administrator~~The public works director, and/or his or her designee may also request clarification from applicant of any or all elements of the submitted application.

D. After the 60-day review period, the ~~administrator~~public works director, and/or his or her designee shall either:

1. Deny an award and notify the applicant in writing of the reasons why the award was denied; or
2. Recommend to the city council that a franchise be awarded.

E. Upon concurrence with a positive recommendation, the city council will award the franchise or will delegate authority to the ~~administrator~~the public works director, and/or his or her designee to award the franchise within a reasonable period of time. ~~The administrator~~The public works director, and/or his or her designee, will notify applicant in writing of an award. [Ord. 22-2012 § 2].

6.20.095 Residential franchise application review process.

A. The city council may award an exclusive franchise for the collection of residential solid waste and recyclables within the city to an applicant meeting all of the qualifications of this chapter.

B. Applicants may submit their completed application for a residential franchise, as provided in RCMC 6.20.080, to the ~~administrator~~the public works director, and/or his or her designee, for review and consideration when the city has noticed its desire to receive such applications and according to the deadlines set forth by such notice. ~~The administrator~~The public works director, and/or his or her designee, shall review applications and either make a recommendation to the city council to award such franchise or notify applicant of denial within 60 days of receiving a completed application.

C. ~~The administrator~~The public works director, and/or his or her designee shall take into consideration all components of the completed application, including but not limited to:

1. The ability of the applicant to meet all terms of the agreement;
2. Any history of civil or criminal convictions that may compromise the public's interests;
3. The completeness, accuracy, and validity of the application; and
4. The applicant's ability to provide the most efficient and cost effective collection service to city residents while minimizing the adverse effects of such service on the residents, city streets and rights-of-way, and the environment.

~~The administrator~~The public works director, and/or his or her designee, shall also have the authority to verify independently any and all statements made and implied in the application. ~~The administrator~~The public works director, and/or his or her designee may also request clarification from applicant of any or all elements of the submitted application.

D. After the 60-day review period, the ~~administrator~~public works director, and/or his or her designee, shall either:

1. Deny an award and notify the applicant in writing of the reasons why the award was denied; or
2. Recommend to the city council that a franchise be awarded to a particular applicant; or
3. Recommend to the city council a group of finalists from which the city council may select an applicant to award an exclusive franchise to.

E. Upon concurrence with a positive recommendation, the city council will award the franchise or will delegate authority to the ~~administrator~~public works director, and/or his or her designee, to award the franchise within a reasonable period of time. ~~The administrator~~The public works director, and/or his or her designee, will notify applicant in writing of an award. [Ord. 22-2012 § 2].

6.20.100 Appeal upon denial of award.

A. Within 30 days of written notification of award denial or within 60 days of the ~~administrator's~~public works director, and/or his or her designee's failure to act on the commercial or residential franchise application, the applicant has the right to meet with the ~~administrator~~public works director, and/or his or her designee, to review the items cited in the written notice and provide any additional evidence to support an award. Within 15 days of such meeting, the ~~administrator~~public works director, and/or his or her designee, will make a final, written determination of the application, based on the reviews of additional evidence, together with the original application. ~~Administrator~~The public works director, and/or his or her designee will send a copy of all final, written determinations, including reasons for denial, if any, to both applicant and the city council.

B. Applicant may, within 10 days after receiving the ~~administrator's~~public works director, and/or his or her designee, final denial, request a public hearing before the city council by submitting to the city clerk a written petition for an appeal hearing. If a public hearing is requested, the city clerk shall set the matter for hearing at the next regularly scheduled city council meeting or any later date as agreed upon by the applicant and clerk of the city council. At such hearing, applicant may present evidence in writing and through testimony of its employees and others relevant to the application. During such hearing, the city council may demand from the applicant such additional information as the city council may deem relevant and necessary. Standard rules of evidence are not in effect at such public hearing, and the applicant shall have the burden of proof to show facts demonstrating that the applicant does in fact meet the requirements of this chapter. Any hearing may be continued or adjourned to a stated time and place without the giving of further notice. The city council will provide applicant with a written explanation of its determination on the application within 30 days of such hearing. The city council's decision is final.

C. If the term of an applicant's existing franchise expires while the application is under city review, the city council or the ~~administrator~~public works director, and/or his or her designee, may administratively extend the term for such period of time as is required to complete the appeal process. [Ord. 22-2012 § 2].

6.20.110 Awarding of franchise.

A. A commercial or residential franchise shall become effective only once the applicant and the city have signed a written agreement, and upon applicant's satisfying all of the requirements and conditions set forth in both this chapter and the franchise agreement.

B. The franchisee must provide to the city copies of all required certificates of insurance, and bonds as may be enumerated in the franchise agreement and this chapter. Should franchisee fail to maintain all such insurance and bonding requirements, uninterrupted for the term of the agreement, the city will immediately suspend or terminate the commercial or residential franchise.

C. If the franchisee's description of vehicles and equipment, as required under RCMC 6.20.080, has changed between the application date and the effective date of the franchise agreement, franchisee must submit to ~~administrator~~the public works director, and/or his or her designee, an amended description, including all identification elements required under RCMC 6.20.080, prior to commencing services authorized in the agreement. [Ord. 22-2012 § 2].

6.20.120 Requirements for franchise effectiveness.

A franchise granted pursuant to this chapter shall not become effective unless and until all of the following requirements have been satisfied:

A. The ordinance granting the residential or commercial franchise, or the resolution granting the ~~administrator public works director, and/or his or her designee~~, the authority to grant the franchise, is effective.

B. The applicant and the city have executed a franchise agreement.

C. Within 20 days from the date of adoption of the ordinance granting the commercial or residential franchise, or within 20 days of the date of adoption of the resolution delegating authority to the ~~administrator public works director, and/or his or her designee~~ to grant the franchise, the applicant to whom a franchise has been granted has filed with the city clerk evidence of compliance with the insurance requirements specified in the franchise agreement. [Ord. 22-2012 § 2].

6.20.130 Franchise fees.

A. Each person engaging in the business of collecting, transporting or disposing of commercial or residential solid ~~waste and recyclables kept, accumulated~~ ~~waste~~ ~~accumulated~~ or generated in the city shall pay a franchise fee to the city. The city council shall set the franchise fee by resolution, or shall delegate the authority to set the franchise fee to the city manager.

B. The payment of franchise fees to the city pursuant to this section shall be in addition to any license fee or business tax prescribed by any local jurisdictions for the same period.

C. Commercial and residential solid waste franchise fees shall be payable on all gross collection revenues by a franchisee from its commercial or residential solid waste collection customers located within the city. The franchise fee shall be calculated based on gross collection revenues prior to franchisee imposing the franchise fee on its customers. Nonexclusive franchisees shall also pay franchise fees on revenues received from federal and state government entities within the city.

D. Franchise fees shall be payable by any person providing commercial or residential solid waste services within the city after the effective date of the ordinance codified in this chapter, even where no franchise has been granted. [Ord. 13-2013 § 3 (Exh. A); Ord. 22-2012 § 2].

6.20.140 Recycling facility reporting requirements.

A. All recycling facilities within the city shall provide ~~semi~~bi-annual written reports to the ~~administrator public works director, and/or his or her designee~~ ~~r~~, due 45 days after the close of the six-month reporting period, and including the following information for the previous six months:

1. The total aggregate tonnage of recyclable material received from generators located within the city;
2. The aggregate tonnage of recyclable material received from waste management and recycling operations in the city;
3. The aggregate tonnage of recyclable material received from franchises operating within the city; and
4. The total aggregate amount of residuals generated at the facility and disposed of at a permitted solid waste disposal facility, expressed as a percentage of total tonnage received.

B. To the extent permitted by the California Public Records Act, any report or other information required by this chapter shall be deemed confidential and shall not be subject to public disclosure except for aggregate totals for all facilities.

C. Recycling facilities receiving only scrap metals, agricultural waste, inert materials, and/or discarded, whitecoated, major appliances that are not normally disposed of and thus cannot be counted towards the state's diversion requirements are exempt from the reporting requirements of this chapter. [Ord. 22-2012 § 2].

6.20.150 Restrictions on franchisees.

The following restrictions shall be applicable to franchisees:

A. Except to meet the two-truck requirement of RCMC 6.20.080(B)(3)(c), no franchisee shall, by contract, subcontract, or otherwise, share with another franchisee any office space associated with operations under a franchise.

B. No franchisee, by contract, express understanding or indirectly, shall, in cooperation with another franchisee, divide, segregate or apportion any territory within the city for the purpose of restricting competition within a particular territory.

C. No franchisee shall, directly or indirectly, enter into any contract, express understanding or other transaction with another franchisee for the purpose of fixing customer rates or charges or otherwise maintaining rates or charges at a particular level.

D. No franchisee or any director, officer, partner, joint venturer, sole proprietor or corporate owner thereof shall be a controlling shareholder of, be a partner, joint venturer or sole proprietor, owner, have any other interest in or be employed by another franchisee. No franchisee which is owned in whole or in part by a corporation shall be effectively controlled by a person or entity by virtue of that person or entity's ownership of shares in the corporation, if the same person or entity otherwise controls another franchisee. The sole remedy for violation of the provisions of this subsection shall be revocation or refusal to renew a franchise.

E. Each franchisee shall provide to the ~~administrator~~public works director, and/or his or her designee such information as the ~~administrator~~public works director, and/or his or her designee determines is reasonably necessary to facilitate effective administration of the franchise under the provisions of this chapter. Diversion information may be provided consistent with the framework for materials recovery facility (MRF) services and reporting of RCMC 6.20.140.

F. Notwithstanding any other provisions of this chapter, it shall be allowable for a franchisee having an interest in a materials recovery facility (MRF) to provide a reporting service, a solid waste processing service, ~~and/or a recycling~~ processing service to another franchisee consistent with the framework for MRF services and reporting of RCMC 6.20.140. [Ord. 13-2013 § 3 (Exh. A); Ord. 22-2012 § 2].

6.20.160 Medical waste.

A. Commercial franchisees shall not be required to divert treated medical waste.

B. No treated medical waste from commercial or residential solid waste generators shall be delivered by a permittee to a materials recovery facility for the purpose of recycling. [Ord. 22-2012 § 2].

6.20.170 Enforcement.

Except as otherwise expressly provided, the provisions of this chapter shall be administered and enforced within the city by the ~~administrator~~public works director, and/or his or her designee or other staff and enforcement officials designated by the ~~administrator~~public works director, and/or his or her designee. [Ord. 22-2012 § 2].

6.20.180 Abatement proceedings.

Any operation or activity contrary to the provisions of this chapter or a franchise agreement, including the terms and conditions of any franchise, is unlawful and shall constitute a public nuisance. ~~The administrator~~The public works director, and/or his or her designee is authorized to commence in the name of the city actions or proceedings to abate and enjoin any such operation or activity. [Ord. 22-2012 § 2].

6.20.190 Notices.

A. Whenever a provision of this chapter authorizes or requires a public hearing to be conducted by the city council, notice of the time, date, place and purpose of the hearing shall be published at least once not later than 10 calendar days in advance of the date of such hearing in a newspaper of general circulation which is published within the city, and shall be served upon each franchisee who is affected by such hearing.

B. Any written notice or other communication to a franchisee which is authorized or required by this chapter shall be deemed served and effective for all purposes when deposited in the United States mail, postage prepaid, and addressed to the latest address of the franchisee shown in the city records pertaining to the franchise. [Ord. 22-2012 § 2].

6.20.200 On-site storage.

Every owner, tenant or occupant of a residential dwelling unit or multifamily residential property and every owner, operator or keeper of any business with a fixed location in the city which generates solid waste ~~and/or recyclable materials~~ shall provide and at all times keep within an enclosure, or conveniently located near an enclosure or building, water-tight containers for ~~solid waste garbage~~ and suitable containers for recyclable materials and organic recyclable materials, and shall cause to be deposited in such containers, and not elsewhere, all solid waste ~~and/or recyclable materials~~ which accumulate on the premises. The containers shall have tightly fitted covers and shall not leak or permit the escape of odors. Notwithstanding the requirements of this section, generators shall not be required to set out or store recyclable materials and/or organic recyclable materials together with ~~solid waste garbage~~ and generators shall be allowed to appropriately store recyclable materials and/or organic recyclable materials for collection separate from ~~solid waste garbage~~. It shall be unlawful for any person to fail to comply with the requirements of this section. Containers shall be clearly identified with the name of the franchisee. [Ord. 22-2012 § 2].

6.20.210 Solid waste disposal restrictions.

A. It shall be unlawful for any franchisee to do any of the following:

1. To operate or have an interest in a solid waste disposal site, other than a transfer, receiving and/or processing station, within the city;
2. To operate a solid waste disposal area in the city; or
3. To dump any solid waste upon, or permit the same to fall upon, any property, road or highway other than the areas designated by this chapter for the disposal or dumping of solid waste.

B. It shall be unlawful for any person to dump, deposit, or release any solid waste, ~~rubbish, debris, garbage, trash, or recyclable materials~~ in or on any public or private property, including streets, sidewalks, gutters, highways, or easements, except when acting in accordance with the solid waste collection regulations set forth in this chapter. [Ord. 22-2012 § 2].

6.20.220 Use of containers.

No person other than a customer who has contracted for service with a franchisee, or a person with such customer's consent, shall deposit solid waste into a solid waste bin, drop box or compactor placed in the city by a franchisee for the purpose of receiving solid waste. [Ord. 22-2012 § 2].

6.20.230 Rules and regulations.

A. The collection and subsequent transportation and disposal of commercial solid waste ~~and recyclable materials~~ within the city is under the supervision of the ~~administrator~~ public works director, and/or his or her designee who shall have the power to promulgate rules and regulations regulating such collection and subsequent transportation and disposal, including but not limited to:

1. Commercial solid waste generation, storage, recycling, recovery, accumulation, collection, removal, transportation and disposal;
2. The manner in which commercial solid waste collection ~~and recycling~~ services are provided;
3. Types of commercial solid waste ~~and recycling containers~~ and vehicles used therefor;
4. The operation and maintenance of sanitary methods of commercial solid waste disposal;
5. Reporting requirements for recycling facilities.

B. A copy of said rules and regulations and all amendments thereto shall be sent by registered or certified mail, postage prepaid, to all affected franchisees addressed to their last place of business. To the extent not otherwise provided by law, it shall be unlawful for a franchisee to collect and subsequently transport or dispose of commercial solid waste contrary to any regulation, order, permit or requirement promulgated by the ~~administrator~~ public works director, and/or his or her designee.

C. All such rules and regulations shall be consistent with the provisions of this chapter and shall be effective on the

thirtieth day following the filing of any such rules and regulations with the city clerk.

D. Any person who asserts that he or she is aggrieved by the terms or application of a regulation issued pursuant to this section may appeal the issuance of such regulation by filing a written notice of appeal with the city clerk. The notice of appeal shall specifically identify the regulation or regulations from which the appeal is taken and the reasons for the appeal. Upon receipt of such notice, the city clerk shall schedule the appeal for a public hearing by the city council, notice of which shall be given in the manner prescribed by RCMC 6.20.340(A). At the conclusion of the public hearing, the city council shall be vested with jurisdiction to deny the appeal or to rescind or modify the regulation. The city council's determination in this regard shall be final.

E. Any regulation from which an appeal is filed prior to its effective date shall not become effective until the date of a determination by the city council of the appeal. Any regulation from which an appeal is filed on or subsequent to the effective date thereof shall remain in full force and effect during the pendency of the appeal, and any decision that rescinds or modifies the regulation shall apply prospectively.

F. It shall be unlawful and constitute a violation of this chapter for any person to violate or otherwise fail to comply with any rule or regulation issued pursuant to this section. [Ord. 13-2013 § 3 (Exh. A); Ord. 22-2012 § 2].

6.20.240 Vehicle inspection.

All trucks and containers used in the collection, removal, transportation or storage of commercial solid waste in the city shall be subject to inspection by the city engineer for the purpose of determining whether or not the trucks and containers comply with California Code of Regulations, Title 14, Sections 17341 through 17345. [Ord. 22-2012 § 2].

6.20.250 Vehicle requirements.

The bodies of vehicles used in the collection, removal or transportation of commercial solid waste in the city shall have beds of metal or other impervious material which can be cleaned, and shall otherwise be of a type approved by the city engineer's department adopted pursuant to the California Code of Regulations, Title 14, Section 17341.B. The city engineer shall be authorized to issue administrative regulations pertaining to specifications for vehicles and containers, the cleansing and disinfecting thereof, and other sanitary measures in connection therewith. [Ord. 22-2012 § 2].

6.20.260 Covered load requirement.

A. All franchisee vehicles and all privately owned or operated vehicles using solid waste disposal facilities in the city shall have their vehicle loads covered, with a tarp or equivalent cover, to ensure protection from littering during transportation from the origin of the trip to any waste disposal facility located in the city.

B. All vehicles hauling materials with the load originating in the city to a waste disposal facility located outside of the city shall have their loads covered while in transit within the city.

C. Every permitted or nonpermitted waste disposal facility located within the city shall post signs notifying the public that it is illegal to haul uncovered loads to the facility. These facilities shall cooperate with the city enforcement staff by providing covered load education and promotion information to their customers to help assure the effectiveness of this chapter. [Ord. 22-2012 § 2].

6.20.270 Rights reserved to city.

In addition to all other rights reserved to the city under this chapter, the following shall apply:

A. There is hereby reserved to the city every right and power, and the exercise thereof, which is reserved or authorized by any provision of any lawful ordinance or resolution of the city, whether enacted before or after the effective date of the ordinance codified in this chapter.

B. Neither the granting of any franchise nor any provision of any franchise shall constitute a waiver of or a bar to the exercise of any governmental right or power of the city.

C. The franchisee shall have no recourse whatsoever against the city, its officers, employees or agents or any of the city member entities, their officers, employees, or agents for any loss, cost, expense or damage arising out of any

provision or requirement of this chapter or of any franchise issued under this chapter or because of the enforcement of this chapter.

D. There is hereby expressly reserved to the city the power and authority to amend any section of this chapter so as to require additional or greater standards on the part of the franchisee and the power and authority to increase the franchise fees to be paid by the franchisee pursuant to RCMC 6.20.130. [Ord. 13-2013 § 3 (Exh. A); Ord. 22-2012 § 2].

6.20.280 Other franchise provisions.

The city council may expand or contract the scope of franchise agreements over time due to changes in law or interpretations of law. [Ord. 22-2012 § 2].

6.20.290 Criminal penalties for violations.

The following criminal penalties apply to violations of this chapter:

A. Violation as Misdemeanor. Unless otherwise specified by this chapter, violations of the provisions of this chapter or failure to comply with any of its requirements, including violations of terms and conditions established in connection with franchises issued pursuant to this chapter, shall constitute a misdemeanor.

B. Penalty for Misdemeanor. Unless otherwise specified in this chapter, any person, whether as principal, agent, employee or otherwise, who violates this chapter or fails to comply with any of its requirements shall upon conviction thereof be fined not more than \$1,000 or imprisoned for not more than six months in the county jail, or by both such fine and imprisonment. Each day such violation continues shall be considered a separate offense. Such penalties shall be in addition to any late fees, civil penalties, administrative civil penalties, or other charges payable to the city by a franchisee for the same period of time or for the same violations.

C. Violation as Infraction. Unless otherwise specified by this chapter or the franchise agreement, the following violations by a franchisee are infractions:

1. Delinquent Payment of Franchise Fee. A delinquent payment of a franchise fee that is not received by the city before the first day of the month following the due date established under the franchise agreement is a violation and a separate violation for every month the payment remains delinquent thereafter.
2. Delinquent Payment of Franchise Fee Late Charge. A delinquent payment of a late payment charge and/or interest charges for a late franchise fee payment (under the franchise agreement) that is not received by the city before the first day of the month following the due date is a violation and a separate violation for every month the payment remains delinquent thereafter.
3. Delinquent Payment of Late Report Charge. A delinquent payment of a late charge for a delinquent quarterly report of diversion (under the franchise agreement) that is not received before the first day of the month following the due date is a violation and a separate violation for every month the payment remains delinquent thereafter.
4. Delinquent Payment of Audit Fee. A delinquent payment of an audit fee (under the franchise agreement) that is not received by the city before the first day of the month following the due date is a violation and a separate violation for every month the payment remains delinquent thereafter.
5. Delinquent Diversion Report. A delinquent quarterly report of diversion (under the franchise agreement) that is not received by the city before the first day of the third month following the end of the quarter reporting is a violation and a separate violation for every month the report remains delinquent thereafter.
6. Incomplete Diversion Report. If a quarterly report of diversion (under the franchise agreement) that is received by the city is incomplete, the inadequacy must be remedied or corrected by the franchisee before the first day of the third month following the end of the quarter or it is a violation and a separate violation for every month the report remains incomplete thereafter. A complete quarterly report of diversion includes all information as may be required by the ~~administrator~~public works director, and/or his or her designee. Partial quarterly reports of diversion will be considered incomplete.

D. Penalty for Infraction. Unless otherwise specified by this chapter or in the franchise agreement, an infraction is punishable by a fine not exceeding \$200.00 for a first violation of any offense under subsection (C) of this section within the preceding 12-month period; a fine of \$500.00 for a second violation of the same offense under subsection (C) of this section within the preceding 12-month period; and a fine of \$1,000 for each additional violation of the same offense under subsection (C) of this section within the preceding 12-month period. ~~The administrator~~The public works director, and/or his or her designee or the city attorney shall also have the discretion to elevate any infraction under subsection (C) of this section to a misdemeanor, punishable under subsection (B) of this section. Such penalties shall be in addition to any late fees, civil penalties, administrative civil penalties, or other charges payable to the city by a franchisee for the same period of time or for the same violation.

E. Separate Remedies. Each civil, criminal, or administrative civil penalty imposed pursuant to this chapter for any separate violation shall be separate from, and in addition to, any other provision of law and does not supersede or limit any and all other legal remedies and penalties, civil, administrative or criminal, which may be applicable under other laws. [Ord. 13-2013 § 3 (Exh. A); Ord. 22-2012 § 2].

6.20.300 Civil penalties for violations.

The following administrative civil penalties apply to violations of this chapter:

A. Administrative Civil Penalties. In addition to any other remedies provided by this chapter, any person who violates any provision of this chapter shall be liable for an administrative civil penalty to be imposed by the ~~administrator~~public works director, and/or his or her designee. The amount of the penalty shall not be more than \$1,000 for each day of violation. Any person who knowingly violates any provision of this chapter, after reasonable notice of the violation, is liable for an administrative civil penalty of not more than \$1,000 for each day of violation. In determining the civil, criminal, and administrative civil penalties imposed pursuant to this chapter, all relevant circumstances shall be considered, including but not limited to the extent of harm or potential harm caused by the violation, the nature of the violation and the period of time over which it occurred, the frequency of past violations, and the corrective action, if any, taken by the violator.

B. Administrative Civil Penalty Procedure.

1. Notice of Violation. ~~The administrator~~The public works director, and/or his or her designee shall notify the violator in writing of the time within which an alleged violation must be remedied or corrected. The notice shall provide that an administrative civil penalty will be imposed if the continuing violation is not remedied or corrected within the time stated.

2. Notice of Penalty and Opportunity for Hearing. Notice of any administrative civil penalty shall set forth the alleged acts or failures to act that constitute a basis for liability and the amount of the proposed administrative civil penalty. The notice of administrative civil penalty shall be served by personal service or certified mail and shall inform the person so served that the administrative civil penalty imposed may be administratively reviewed by a city-designated hearing officer before it is enforced if a request for hearing is timely filed. The notice shall also specify the procedure for requesting a hearing before the hearing officer.

3. Administrative Review. If a person desires administrative review of the administrative civil penalty imposed by the ~~administrator~~public works director, and/or his or her designee, it shall request a hearing by timely filing a written request pursuant to the provisions of RCMC 6.20.330. The written request for an appeal must be accompanied by an administrative hearing fee, as established by the city council. Any such appeal shall be in writing, shall state the specific reasons therefor and grounds asserted for relief, and shall be filed with the ~~administrator~~public works director, and/or his or her designee not later than 15 calendar days after the date of service of any such decision. A hearing shall be conducted by the hearing officer pursuant to RCMC 6.20.340 unless the person has waived the right to a hearing or has entered into a settlement agreement with the ~~administrator~~public works director, and/or his or her designee. A person waives the right to a hearing by so stating in writing or by failure to file with the ~~administrator~~public works director, and/or his or her designee a written request for hearing within 15 days after service of the notice of opportunity for hearing.

4. Effective Date. Where the person has waived the right to a hearing or where the person has entered into a settlement agreement, the administrative civil penalty shall not be subject to review by any court, the hearing authority, or any other agency and shall be effective 15 days after notice of the penalty is served. Where a

hearing has been held, the penalty shall be effective 20 days after the decision of the hearing authority becomes final.

5. Judicial Review. The manner of contesting the final order of the hearing officer concerning any administrative civil penalty is governed by Government Code Section 53069.4, or any successor provision thereto. Service of the notice of appeal authorized by Government Code Section 53069.4 upon the city shall be by service upon the city clerk.

6. Payment of Costs of Enforcement/Collection. In addition to any penalty, sanction, fine or imprisonment, each person who violates this chapter shall be required to pay any and all expenses of enforcement including costs necessary to bring the person into compliance with this chapter. In addition to all remedies contained herein, the city may pursue all reasonable and legal means in collecting those sums authorized and due.

7. Collection. Payment of the penalty shall be made within 30 days from when the penalty became effective. In addition to all remedies herein contained, the city may pursue all reasonable and legal means in collecting administrative civil penalties. [Ord. 13-2013 § 3 (Exh. A); Ord. 22-2012 § 2].

6.20.310 Settlement process.

~~The administrator~~The public works director, and/or his or her designee may adopt a written settlement agreement process for the settlement of violations of this chapter, which shall take into consideration the penalty factors set forth in RCMC 6.20.300. [Ord. 13-2013 § 3 (Exh. A); Ord. 22-2012 § 2].

6.20.320 Hearing officer.

Whenever the term “hearing officer” is utilized in this chapter, it shall be deemed to refer to one or more qualified persons assigned the responsibility of conducting a hearing by the city manager. [Ord. 22-2012 § 2].

6.20.330 Appeals.

Any decision of the ~~administrator~~public works director, and/or his or her designee may be appealed to a hearing officer appointed by the city manager. Any such appeal shall be in writing, shall state the specific reasons therefor and grounds asserted for relief, and shall be filed with the ~~administrator~~public works director, and/or his or her designee not later than 15 days after the date of service of any such decision. If an appeal is not filed within the time or in the manner prescribed above, the right to review of the action against which complaint is made shall be deemed to have been waived. [Ord. 22-2012 § 2].

6.20.340 Appeal hearing.

A. Not later than 30 days following the date of filing an appeal within the time and in the manner prescribed by RCMC 6.20.330, the hearing officer shall conduct a hearing for the purpose of determining whether the appeal should be granted. Written notice of the time, date and place of the hearing shall be mailed to the appellant not later than 10 days preceding the date of the hearing.

B. The provisions of the California Administrative Procedure Act (commencing at Section 11500 of the Government Code) shall not be applicable to such hearings; nor shall formal rules of evidence in civil or criminal judicial proceedings be so applicable. Testimony shall be given under oath, and the parties to the hearing shall have the right to cross-examine witnesses. Any relevant evidence shall be admitted if it is the type of evidence upon which responsible persons are accustomed to rely in the conduct of serious affairs, regardless of the existence of any common law or statutory rules which make improper the admission of such evidence over objection in civil actions in courts of competent jurisdiction in this state. Hearsay evidence may be admitted for the purpose of supplementing or explaining any direct evidence but shall not be sufficient in itself to support a finding unless it would be admissible over objection in civil actions. The rules of privilege shall be effective to the same extent that they are now or hereafter may be recognized in civil actions. Irrelevant and unduly repetitious evidence shall be excluded.

1. Record. A record of the entire hearing proceedings shall be made by either a certified court reporter or tape recorder operated by the hearing officer. A transcript of the proceedings shall be made available to all parties upon request and upon payment of the fee prescribed therefor. Such fees may be established and revised from time to time by the city council.

2. Scope. Only those matters or issues specifically raised by the appellant(s) in the written appeal shall be

considered in the hearing on appeal.

3. Oaths and Certification. The hearing officer has the power to administer oaths and affirmations and to certify official acts.

4. Oral Evidence. Oral evidence shall only be taken on oath or affirmation.

5. Rights of Parties. Each party shall have the right to call and examine witnesses, to introduce exhibits, to cross-examine opposing witnesses on any matter relevant to the issues of the hearing even though the matter was not raised in the direct examination, to impeach any witness regardless of which party first called him or her to testify, to present rebuttal evidence and to represent himself or herself or to be represented by anyone of his or her choice who is lawfully permitted to do so. No appellant shall be required to testify without his or her consent.

6. At the conclusion of the hearing, the hearing authority shall prepare a written decision that either grants or conditionally grants or denies the appeal, and contains findings of fact and conclusions. Notice of the written decision, including a copy thereof, shall be filed with the ~~administrator~~public works director, and/or his or her designee and served not later than 30 days following the date on which the hearing is closed on the appellant and on other persons who appeared at the hearing and requested a copy. Service shall be by personal delivery or certified mail.

C. City and appellant shall jointly pay for the costs of the hearing. [Ord. 13-2013 § 3 (Exh. A); Ord. 22-2012 § 2].

¹ Code reviser's note: Ordinance 13-2013 Exhibit A sets out all of Chapter 6.20 without intending to amend the entire chapter. Only sections intended to be amended by the ordinance cite the ordinance in the section's legislative history.

Chapter 6.21

BUSINESS AND MULTIFAMILY RECYCLING AND ORGANICS RECYCLING

Sections:

- 6.21.010 Purpose and declarations.
- 6.21.020 Definitions.
- 6.21.030 Threshold for covered generators.
- 6.21.040 Requirements for covered generators.
- 6.21.050 Special requirements.
- 6.21.060 Designation of recyclable materials and organic recyclable materials.
- 6.21.070 Ownership of recyclable materials and organic recyclable materials.
- 6.21.080 Requirements for franchised waste haulers.
- 6.21.090 Requirements for service agreements.
- 6.21.100 Requirements for ~~recycling plans addressing covered generator non-compliance~~
- 6.21.110 Requirements for multifamily residential properties.
- 6.21.120 Requirements for self-hauling ~~and back-hauling.~~
- 6.21.125 SB 1383 regulatory compliance.
- 6.21.130 Reporting.
- 6.21.140 Exemptions from recycling standards.
- 6.21.150 City rules and regulations.
- 6.21.160 Rights reserved to city.
- 6.21.170 Administration and costs.
- 6.21.180 Unlawful acts.
- 6.21.190 Implementation and enforcement.
- 6.21.200 Posting of notices.
- 6.21.210 Notice of violation.
- 6.21.220 Notice of violation – Content.
- 6.21.230 Administrative enforcement order.
- 6.21.240 Administrative enforcement order – Content.
- 6.21.250 Delivery of notice or order.
- 6.21.260 Administrative appeals.
- 6.21.270 Hearing officer.
- 6.21.280 Hearing procedure.
- 6.21.290 Form and contents of decision – Finality of decision.
- 6.21.300 Procedures for collection of administrative civil penalty.
- 6.21.310 Actions not prohibited.
- 6.21.320 Penalties.

6.21.010 Purpose and declarations.

A. It is the intent and purpose of this chapter to promote recycling and organics recycling by:

1. Requiring covered generators in the city of Rancho Cordova to keep recyclable materials separate from all other ~~solid wastegarbage~~ for recycling;
2. Requiring covered generators in the city of Rancho Cordova to keep organic recyclable materials separate from all other ~~solid wastegarbage~~ for organics recycling;
3. Requiring covered generators to provide City approved signs and labeled containers for the storage and collection of recyclable materials and organic recyclable materials; and
4. Requiring covered generators to ~~either self-haul~~self-haul recyclable materials and/or organic recyclable materials with written approval from the Public works director and/or his or her designee or enter into a written service agreement for the collection and subsequent delivery of recyclable materials and organic recyclable materials to a recycling facility.

5. Prohibiting the collection of garbage to covered generators that are not subscribed to recyclable material and organic recyclable material collection services with the same franchised waste hauler or who have not received written approval from the Public works director and/or his or her designee for an exemption or waiver.

B. It is further the purpose of this chapter to provide a mechanism to require the implementation of recycling programs and organics recycling programs for covered generators within the city to thereby enable the city to meet and maintain the 50 percent waste diversion requirements set forth in Section 41780(a)(2) of the California Public Resources Code. [Ord. 2-2016 § 2].

6.21.020 Definitions.

AA. "AB 341" means the California Jobs and Recycling Act of 2011 (Chapter 476, Statutes of 2011 [Chesbro, AB 341]), also commonly referred to as "AB 341", as amended, supplemented, superseded, and replaced from time to time.

B. "AB 827" means the Solid Waste: Commercial and Organic Waste: Recycling Bins Act of 2019.

C. "AB 1826" means the Organic Waste Recycling Act of 2014 (Chapter 727, Statutes of 2014 modifying Division 30 of the California Public Resources Code), also commonly referred to as "AB 1826," as amended, supplemented, superseded, and replaced from time to time.

D. "Alternative compliance and exemption form" means the form provided by the public works director or his or her designee on which a covered generator may request an exemption or waiver from the recycling and organics materials collection requirements.

E. "Business" means:

1. A commercial entity, proprietorship, firm, partnership, person in representative or fiduciary capacity, association, venture, trust, or corporation that is organized for financial gain or profit, including, but not limited to, offices, retail stores, markets, manufacturing facilities, warehouse and distribution facilities, restaurants, motels and hotels, theaters, medical offices, and gas stations and automotive facilities; and
2. Not-for-profit organizations, including, but not limited to, churches, hospitals, and social service organizations.

BF. "City" means the city of Rancho Cordova, California.

CG. "Collection" means the act of picking up and removing ~~solid waste or~~garbage, recyclable materials or organic recyclable materials at the place of generation.

DH. "Commercial hauler" or "hauler" means any person who collects, hauls, or transports commercial ~~solid waste~~garbage, recyclables and/or organics for a fee by use of any means, including, but not limited to, a dumpster truck, roll-off truck, a side-load, front-load, or rear-load garbage truck, or a trailer.

EI. "Commercial solid waste" means all solid waste as defined in subsection (~~BBGG~~) of this section that is generated by and at commercial and industrial sources, multifamily residential properties, and construction and demolition activities that is collected by a commercial hauler.

FJ. "Covered generator" means all businesses and multifamily residential properties that are subject to the requirements of this chapter. The public works director and/or his or her designee shall specify the minimum weekly solid waste collection service threshold that defines covered generators for the purposes of this chapter and shall include such designation in the commercial franchise agreement and shall also be designated in RCMC 6.21.030, Threshold for covered generators. A covered generator may include a business or multifamily residential property owner or generator and is dependent on whoever executes a contract(s) for solid waste, recycling, and organics recycling removal and collection services.

GK. "Customer" means a business or multifamily residential property owner or generator who contracts for solid waste removal services and enters into a service agreement with a franchised waste hauler. Where several businesses

or multifamily residential properties share garbage containers and service, “customer” refers only to the party who enters into a contract for ~~solid-wastegarbage, recycling and organic~~ collection services.

HL. “Designated green materials” (or “green materials”) means materials that are required to be separated from ~~solid wastegarbage~~ and designated recyclable materials prior to disposal and returned for use or reuse in the form of raw materials for new, used or reconstituted products. Green materials include, but are not limited to: yard trimmings, grass, weeds, leaves, ~~prunings~~, branches, dead plants, brush, tree trimmings, dead trees, small wood pieces and other types of organic yard waste. Green ~~materials~~material excludes food scraps and paper contaminated with food scraps.

IM. “Designated organic recyclable materials” (or “organic recyclable materials”) means materials that are required to be separated from ~~solid-wastegarbage~~ and designated recyclable materials prior to disposal and returned for use or reuse in the form of raw materials for new, used or reconstituted products. Organic recyclable materials include, but are not limited to: yard trimmings and food scraps such as green trimmings, grass, weeds, leaves, prunings, branches, dead plants, brush, tree trimmings, dead trees, small wood pieces, other types of organic yard waste, vegetable waste, fruit waste, dairy waste, meat waste, fish waste, ~~and paper contaminated with food scraps. The term “organic recyclable materials” solely means “designated green materials” when referencing multifamily residential property requirements. paper products and food soiled paper products and/or as otherwise specified by the public works director and/or his designee.~~

JN. “Designated recyclable materials” (or “recyclable materials”) means materials that are required to be separated from ~~solid-wastegarbage~~ and designated organic recyclable materials prior to disposal and returned for use or reuse in the form of raw materials for new, used or reconstituted products. Recyclable materials include, but are not limited to: clean cardboard, paper, plastic, scrap metal, beverage containers, and clean (untreated and unpainted) wood.

KO. “Franchise” or “commercial franchise” means a commercial ~~solid-wastegarbage, organics~~ and recyclables collection franchise issued to a commercial hauler by the city of Rancho Cordova.

LP. “Franchisee” or “franchised waste hauler” means a person or entity holding a commercial or residential franchise issued by the city pursuant to Chapter 6.20 RCMC.

MQ. “Garbage” means all putrescible and non-putrescible solid, semisolid, and liquid wastes, including, trash, refuse, paper, rubbish, ashes, industrial wastes, demolition and construction wastes, discarded home and industrial appliances, dewatered, treated or chemically fixed sewage sludge which is not hazardous waste, manure, vegetable or animal solid and semi-solid wastes, and other discarded solid and semi-solid wastes. “Garbage” does not include hazardous waste or low-level radioactive waste regulated under Chapter 7.6 (commencing with Section 25800) of Division 20 of the California Health and Safety Code or medical waste. “Garbage” does not include recyclable materials or organic recyclable materials set out for separate collection for the purposes of recycling and that are not landfilled.

Note: The distinction between garbage and solid waste is that solid waste includes garbage, recyclable materials, and organic recyclable materials while “garbage” does not.

R. “Generator” means each business or multifamily residential property that generates one or more designated recyclable materials or one or more designated organic recyclable materials as a result of its business activities or multifamily residential property activities.

NS. “Multifamily residential property” means five or more individual living units located on a single parcel of land and any mobile home park located within the city.

OT. “National contracts” means contracts between waste management companies and multi-sited waste generating companies that operate currently throughout the United States, in more than one state.

PU. “Organics recycling” means the process of collecting, sorting and treating designated organic recyclable materials and/or designated green materials that would have otherwise become ~~solid-wastegarbage~~ and returning them to a safe, nuisance-free compost product by treating the materials to a controlled biological decomposition.

QV. “Owner” means the person who owns a business or multifamily residential property. An owner may also be a generator.

RW. “Person” means an individual, firm, limited liability company, association, partnership, industry, public or private corporation, or any other entity whatsoever.

SX. “Public works director” means the public works director of the city of Rancho Cordova, California.

TY. “Recycling” means the process of collecting, sorting, cleansing, treating and reconstituting materials that would otherwise become ~~solid waste~~garbage and returning them for use or reuse in the form of raw materials for new, used or reconstituted products which meet the quality standard necessary to be used in the marketplace. Recycling does not include transformation as defined in Section 40201 of the California Public Resources Code. The term “recycling” may be used to include source separated materials.

UZ. “Recycling facility” means those facilities or operations that receive, process, and transfer to market recyclable materials or organic recyclable materials that have been source separated from the solid waste stream.

VA. “Recyclable materials container” means any box, tub, cart, or other container placed inside each individual multifamily residential unit and in maintenance or work areas on the premises of covered generators that is made of metal, hard plastic or other similar material and is suitable for the collection of designated recyclable materials and designated organic recyclable materials pursuant to this chapter. Recycling materials containers must be approved by the city.

WBB. “Recycling plan” means the plan to be presented to all covered generators by their franchised waste hauler to document understanding of the requirements of this chapter and record the selected compliance option for each designated recyclable material or each designated organic recyclable material.

XCC. “Removal” means the act of taking ~~solid wastes~~garbage, recyclable materials or organic recyclable materials from the place of generation.

YDD. “SB 1383” means the Short-Lived Climate Pollutants: Methane Emissions: Dairy and Livestock: Organic Waste: Landfills Act of 2016. Article 4 Title 14, Division 4, Chapter 12 of the California Code of Regulations.

EE. “Self-haul,” when used in reference to a covered generator, means a covered generator, or employee designated by the covered generator, who collects, transports and hauls recyclable materials and/or organic recyclable materials from the business or multifamily residential property in a vehicle owned by either an employee or the entity to a recycling facility rather than hiring a franchised waste hauler to perform this function. Self-hauler also includes a person who back-hauls waste.

~~I. Z. “Self-haul form” means the form provided by the public works director, and/or his or her designee, on which a business or multifamily residential property, owner or generator certifies that all self-hauling activities will be completed in accordance with the provisions of this chapter or any other applicable law or regulation.~~

~~I. AA “Back-haul” means generating and transporting organic waste to a destination owned and operated by the generator using the generator’s own employees and equipment.~~

FF. “Service agreement” means a written agreement between a franchised waste hauler and a covered generator concerning the collection of designated recyclable materials and/or designated organic recyclable materials.

BBGG. “Solid waste” means all putrescible and nonputrescible solid, semisolid, and liquid wastes, including garbage, trash, refuse, paper, rubbish, ashes, industrial wastes, demolition and construction wastes, discarded home and industrial appliances, dewatered, treated or chemically fixed sewage sludge which is not hazardous waste, manure, vegetable or animal solid and semi-solid wastes, and other discarded solid and semi-solid wastes. “Solid waste” does not include hazardous waste or low-level radioactive waste regulated under Chapter 7.6 (commencing with Section 25800) of Division 20 of the California Health and Safety Code or medical waste. “Solid waste” ~~does not include~~includes recyclable materials or organic recyclable materials set out for separate collection for the purposes of recycling and that are not landfilled.

~~CEHH.~~ “Source separate” or “source separated” means the process of removing recyclable materials and/or organic recyclable materials, from ~~solid-wastegarbage~~ for the purpose of recycling and/or organics recycling.

~~DDII.~~ “Subcontract” is a contract assigning some of the obligations of a contract to a third party. [Ord. 2-2016 § 2].

JJ. “Tier 1 and Tier 2 Edible Food Covered Generators”

6.21.030 Threshold for covered generators.

~~A. Recycling Requirements. The reeyeling threshold for businesses and multifamily residential properties is current and ongoing and requires all~~All AB 341 ~~business and multifamily residential property owners or covered generators that generate four or more cubic yards of commercial solid waste per week or a multifamily residential property of five or more dwelling units, and any other covered generators as defined in state law, must subscribe to arrange for reeyeling and receive recyclable material collection services from a franchised waste hauler unless they receive alternative compliance and exemption from the city as provided for in RCMC 6.21.040.~~

~~B. Business Organics Recycling Requirements. The organics reeyeling threshold for businesses will start on April 1, 2016 and will decrease over time. Covered generators that fall within the following thresholds shall provide organics reeyeling~~All AB 1826 and/or SB 1383 business covered generators, and any other covered generators as defined in state law, must subscribe to and receive organic waste collection services by~~from a franchised waste hauler unless they receive written approval of an alternative compliance and exemption from the date listed:city as provided for in RCMC 6.21.040.~~

~~1. April 1, 2016: Businesses that generate eight cubic yards or more of organic reeyelable materials per week must arrange for organics reeyeling collection services.~~

~~2. January 1, 2017: Businesses that generate four cubic yards or more of organic reeyelable materials per week must arrange for organics reeyeling collection services.~~

~~3. January 1, 2019: Businesses that generate four cubic yards or more of solid waste per week must arrange for organics reeyeling collection services.~~

~~C. Multifamily Residential Property Organics Recycling Requirements. The organics reeyeling threshold for multifamily residential properties will start on April 1, 2016, and will decrease over time. Multifamily residential properties will be required to separate green materials from other solid waste. Covered generators that fall within~~All AB 1826 and SB 1383 multifamily covered generators, and any other covered generators as defined in state law, must subscribe to and receive organic waste collection services from a franchised waste hauler unless they received written approval of an alternative compliance and exemption from the following thresholds shall provide green materials collection services by the date listed:city as provided for in RCMC 6.21.040.

~~1. April 1, 2016: Multifamily residential properties that generate eight cubic yards or more of green materials per week must arrange for organics reeyeling collection services.~~

~~2. January 1, 2017: Multifamily residential properties that generate four cubic yards or more of green materials per week must arrange for organics reeyeling collection services.~~

~~3. January 1, 2019: Multifamily residential properties that generate four cubic yards or more of solid waste per week must arrange for organics reeyeling collection services. [Ord. 2-2016 § 2].~~

6.21.040 Requirements for covered generators.

~~A.~~

~~A. Any covered generator that does not subscribe to garbage, recyclable material, and organic waste collection services with the same franchised waste hauler is required to complete an “alternative compliance and exemption form” and have that form approved by the city in writing as a condition of receiving garbage collection service from a franchised waste hauler.~~

~~B.~~ Each covered generator shall be responsible for ensuring and demonstrating its compliance with the following requirements:

1. Source separate designated recyclable materials and ~~or~~ designated organic recyclable materials from ~~solid-waste/garbage~~;
2. Provide a basic level of recycling and ~~or~~ organics recycling services that includes, at a minimum, the collection of designated recyclable materials and/or designated organic recyclable materials;
3. Enter into a ~~written~~-service agreement with ~~at the same~~ franchised waste hauler for the collection of designated recyclable materials and ~~or~~ designated organic recyclable materials; and
4. Complete and retain, on site ~~a self-haul form certifying that, if applicable, the approved alternative compliance and exemption form, certifying that recycling and/or organic collection services are being provided by a franchised waste hauler if that franchised waste hauler is not also providing garbage service or certifying and receiving written approval from the Public Works Director, and/or his or her designee that all self-hauling activities will be completed in accordance with the provisions of this chapter or any other applicable law or regulation. A copy of such form shall be made available to the public works director and/or his or her designee upon request; and in RCMC 6.21.120.~~

~~5. Complete a recycling plan and provide a signed copy to the franchised waste hauler providing solid waste collection services.~~

BC. Each covered generator shall provide recyclable materials containers for designated recyclable and organic materials in multifamily residential rental units and in maintenance and work areas where recyclable materials may be collected and/or stored.

~~C-D.~~ Each covered generator under AB 827, and all other applicable state law, shall provide recyclable materials containers for designated recyclable and organic materials where customers have access to the business. Each covered generator shall prominently post and maintain one or more signs where designated recyclable materials and/or designated organic recyclable materials are collected and/or stored that set forth what materials are required to be source separated in addition to collection procedures for such materials.

~~DE.~~ Each covered generator shall notify and instruct employees and tenants in writing of applicable source separation requirements, including a list of designated recyclable materials and/or designated organic recyclable materials that are required to be source separated for recycling or organics recycling. A copy of such instructions shall be provided to the public works director, and/or his or her designee upon request.

~~EF.~~ Each covered generator shall ensure that designated recyclable materials and/or designated organic recyclable materials generated at their site will be taken only to a recycling facility and not to a landfill for disposal by complying with all requirements under this chapter.

~~FG.~~ The ~~recycling plan~~-service agreement, alternative compliance and self-haul exemption form, and/or other documents pertaining to this chapter, shall be available for inspection by the public works director, and/or his or her designee, at the principal location of the covered generator during normal business hours.

~~GH.~~ Nothing in this chapter shall abridge the right of any covered generator, or any other person, to sell or exchange at fair market value its own recyclable materials or organic recyclable materials which are source separated for reuse and recycling or organics recycling.

~~HI.~~ No franchised waste hauler shall be held liable for the failure of its customers to comply with such regulations.

~~IJ.~~ No covered generator shall be liable for the failure of their franchised waste hauler to deliver designated recyclable materials or designated organic recyclable materials to a recycling or processing facility. [Ord. 2-2016 § 2].

6.21.050 Special requirements.

In addition to any and all requirements that apply to the recycling and/or organics recycling of designated recyclable materials and/or designated organic recyclable materials throughout the city above, collection service received or provided in the city shall be subject to the following additional special requirements:

A. No recycling, automatic lift containers or bins within the collection area of the city shall be placed or located in such a manner that blocks or impedes passage through an alley or through any doorway of any building adjoining an alley, notwithstanding that such building may be abandoned or otherwise out of use.

B. Compliance with the above special requirements shall be the sole responsibility of the covered generator. [Ord. 2-2016 § 2].

6.21.060 Designation of recyclable materials and organic recyclable materials.

A. Designated recyclable materials and/or designated organic recyclable materials shall be source separated from ~~solid-wastegarbage~~ before collection, removal, transportation or disposal pursuant to this chapter. The public works director, and/or his or her designee, shall specify designated recyclable materials and organic recyclable materials that must be source separated by all covered generators pursuant to RCMC 6.21.040. The specifications for designated recyclable materials and designated organic recyclable materials shall consider materials market conditions and the availability of a cost-effective system for recycling such materials. [Ord. 2-2016 § 2].

6.21.070 Ownership of recyclable materials and organic recyclable materials.

A. All designated recyclable materials and designated organic recyclable materials placed in automatic lift containers, bins or roll-off bins shall be considered owned by and be the responsibility of the franchised waste hauler. No person shall collect designated recyclable materials or designated organic recyclable materials placed in automatic lift containers, bins or roll-off bins for recyclable materials or organic recyclable materials by customers without permission from the franchised waste hauler.

B. Except as authorized by RCMC 6.21.120 (self-hauling), it shall be unlawful for any person to engage in the business of collecting, removing or transporting, or to otherwise organize, direct or sponsor the collection, removal or transportation of designated recyclable materials or designated organic recyclable materials who is not a franchised waste hauler. [Ord. 2-2016 § 2].

6.21.080 Requirements for franchised waste haulers.

A. Commercial waste haulers shall be franchised pursuant to the provisions of Chapter 6.20 RCMC, and such franchise shall be in full force and effect.

B. Franchised waste haulers shall offer collection service and automatic lift containers, bins or roll-off bins for designated recyclable materials and designated organic recyclable materials sufficient to accommodate the quantity and types of designated recyclable materials and designated organic recyclable materials to all its ~~solid-wastegarbage~~ customers.

C. Franchised waste haulers shall equip and provide automatic lift containers, bins and roll-off bins for designated recyclable materials and designated organic recyclable materials with locks and/or other suitable features to prevent theft of recyclable materials and organic recyclable materials.

D. Franchised waste haulers may subcontract for collection of designated recyclable material and/or designated organic recyclable materials, so long as the subcontractor holds a current franchise.

E. Franchised waste haulers shall conduct all activities in accordance with all applicable state and local laws and best management practices. Vehicles, equipment and containers shall be kept in a clean and well-maintained condition.

F. Franchised waste haulers shall not take a customer's designated recyclable materials or designated organic recyclable materials to a landfill or other disposal site, but to a recycling facility.

G. Franchised waste haulers, upon request, shall provide the public works director, and/or his or her designee, with a copy of a service agreement, recycling plan, ~~alternative compliance and exemption form~~, or other document (e.g., receipt from a recycling facility) demonstrating that the covered generator's designated recyclable materials and/or designated organic recyclable materials are being taken to a recycling facility. The service agreement, recycling plan, ~~alternative compliance and exemption form~~, or other documents shall be available for inspection by the public works director, and/or his or her designee, at the franchised waste haulers' place of business during normal business hours.

H. City staff may audit all franchised waste haulers' records. [Ord. 2-2016 § 2].

I. Franchised waste haulers shall not provide garbage collection services to a business or multifamily residential property covered generator unless that business or multifamily property covered generator is also receiving both recyclable material and organics recyclable material collection services from the same franchised waste hauler providing garbage service; or

1. Unless the franchise waste hauler has received a completed alternative compliance and exemption form from the business or multifamily residential covered generator; and
2. The city has received and provided the covered generator with written approval of its alternative compliance and exemption form request and notified the franchised waste hauler in writing of any such approval.

J. Franchised waste haulers are required to submit all completed alternative compliance and exemption form to the city for review which will be due on the 10th of each month for the previous reporting month.

K. Franchised waste haulers are required to maintain a list of any and all businesses and multifamily properties that the franchised hauler is providing garbage collection services to but is not also providing recycling and organic collection services (Non Full-Service Account List). Franchised haulers shall provide a current Non Full-Service Account List to the city, which will be due on the 10th of each month for the previous reporting month.

J. Franchised waste hauler shall be required to meet full compliance with requirements pursuant to RCMC 6.21.090 by a date set by the public works director and/or his or her designee. Franchised waste hauler shall receive written notification of such terms.

6.21.090 Requirements for service agreements.

A. Franchised waste haulers shall execute a written service agreement with all covered generators as required in RCMC 6.21.040 before the franchised waste hauler begins to collect ~~solid-wastegarbage~~ and/or designated recyclable materials and/or designated organic recyclable materials.

B. Service agreements shall incorporate, but are not limited to, the following terms and conditions:

1. Be clearly labeled as a service agreement.
2. Describe the ~~solid-wastegarbage~~ and/or ~~reeycling-collection-services~~recyclable material and/or organics ~~reeycling~~recyclable material collection services to be provided by the franchised waste hauler and the cost for providing such services to the customer.
3. Clearly state the initial term and renewal terms.
4. ~~Allow for any term~~Include the condition, as applicable, that is mutually agreed to by the customer and the franchised waste hauler but recognizing that the hauler's franchise granted by the city must remain in full force and effect throughout the term of the agreement cannot provide garbage collection services to a covered generator unless:
 - a) ~~5~~The business or multifamily property covered generator is also receiving both recyclable materials and organics recyclable waste collection services from the franchised waste hauler; or
 - b) The city has received and provided the covered generator with written approval of its alternative compliance and exemption form request.
6. May contain automatic renewal for successive periods of no longer than one year, unless either party gives written notice of termination by certified or registered mail at least 60 days prior to the termination date of the current agreement.
67. May be amended as mutually agreed upon by the customer and the franchised waste hauler.

~~78.~~ Customers are to receive a written notice of price increases not less than 30 days prior to the effective date of such price increase.

~~89.~~ Franchised waste haulers shall respond to customer inquiries regarding the service agreement within 30 days.

~~910.~~ Include language stating that collection containers will be removed from the property of a customer within 30 days of final termination of services to the customer.

~~1011.~~ Not require customers to pay over three months' liquidated damages during the renewal term and over six months' liquidated damages during the initial term of the service agreement.

~~1112.~~ Not require a customer to give a franchised waste hauler the exclusive right to provide recycling collection services or the exclusive right to provide organics ~~reeycling~~recyclable material collection services as a condition of a service agreement, unless the customer affirmatively indicates that is its desire.

~~1213.~~ Not require customers to give notice of any offer by a competitor or require customers to give franchised waste haulers the right to respond to such an offer.

~~1314.~~ Franchises must be in full force and effect for the service agreement to be effective.

C. The requirements for service agreements contained in this section shall be incorporated into all new service agreements upon enactment of this chapter. Existing service agreements between a franchised waste hauler and a customer executed before the effective date of the ordinance codified in this chapter shall remain in force for the remainder of the existing contract and shall be governed by the terms and conditions specified in the existing service agreement; provided, that such existing service agreements shall comply, to the extent allowable by law, with the new recycling and organics recycling programs established by this chapter.

D. National contracts or agreements are exempt from the requirements of contract length and renewal terms. [Ord. 2-2016 § 2].

6.21.100 Requirements ~~Process~~ for ~~reeycling plans~~addressing covered generator non-compliance

~~A. The~~In the event that the franchised waste hauler must stop providing garbage collection service to a covered generator due to the covered generator's non-compliance with this chapter of the city's municipal code the franchised waste hauler shall take the following steps:

1. Issue a written "service termination notice" to the non-compliant commercial generator stating that the franchised waste hauler shall terminate garbage collection services within 14 days of providing that service termination notice to the business or multifamily residential property. That "service termination notice" shall clearly state that it is mandatory for the business or multifamily residential property to subscribe to garbage, recyclable material and organic recyclable material collection service as required by RCMC 6.20.040.
2. Notify the city by email no more than 7 business days and no less than 2 business days before collection service is suspended for all carts, bins and/or containers from the business or multifamily residential property.
3. Suspend collection service of all carts and/or containers from the business or multifamily residential property that has not complied within 14 days of receiving the service termination notice.
4. Notify the public works director, and/or his or her designee, shall provide a recycling plan template to each franchised waste hauler in order to document compliance with this chapter for each covered generator person or by telephone within 24 hours after suspending collection service of all garbage carts and/or containers from the business or multifamily residential property.

~~B. Franchised waste haulers shall present, complete, and sign a recycling plan for each covered generator located in the city.~~

~~C. Franchised waste haulers shall maintain~~Send a copy of each completed recycling plan and submit to the follow up

~~email that has been confirmed by the franchised waste hauler to be received by the public works director, and/or his or her designee, for audit purposes within five days by the end of receipt of a written request.~~

~~D. Franchised waste haulers shall complete the next business day the name and file recycling plans for 100 percent of their customers address of the covered generator that are subject to the recycling requirements of this chapter by the date at which those customers must first comply with the requirements, as specified in RCMC 6.21.030.~~

~~E. Franchised the franchised waste haulers shall complete and file recycling plans for 100 percent of their customers that are subject to the organics recycling requirements of this chapter by the date at which those customers must first comply with the requirements, as specified in RCMC 6.21.030, or by another deadline as established by the public works director.~~

~~5. F. Franchised waste haulers that fail to comply with the requirements hauler has suspended collection service of this section shall be subject to penalties under RCMC 6.21.230 all garbage carts and/or 6.21.320. [Ord. 2-2016 § 2] containers too.~~

6.21.110 Requirements for multifamily residential properties.

A. Multifamily residential tenants shall be responsible for compliance with the requirement to source-separate designated recyclable materials and/or designated green organic recyclable materials from solid waste garbage pursuant to RCMC 6.21.040(A)(1).

B. No multifamily residential property owner who is a covered generator pursuant to RCMC 6.21.020(FJ) shall be cited for noncompliance with this chapter as a result of the failure of his or her rental property tenants to source separate designated recyclable materials or designated green materials from solid waste and/or organic recyclable materials from garbage pursuant to RCMC 6.21.040.

C. Multifamily residential property owners who are covered generators pursuant to RCMC 6.21.020(FJ) shall be responsible for compliance with RCMC 6.21.040.

D. Every multifamily residential unit shall have a recyclable materials container provided by either the multifamily residential property owner who is a covered generator pursuant to RCMC 6.21.020(FJ), or by the multifamily tenant as part of their rental agreement. [Ord. 2-2016 § 2].

6.21.120 Requirements for self-hauling.

A. A covered generator may haul or transport designated recyclable materials and/or designated organic recyclable materials generated and collected at its business or multifamily residential property to a recycling facility that diverts material from disposal, rather than hiring a franchised waste hauler, only if an owner, generator or employee of the entity completes this activity by utilizing a vehicle owned by either an employee or the entity has also submitted an alternative compliance form to the City and received written approval for self-hauling activities.

B. Business and multifamily covered generators pursuant to RCMC 6.21.020(J) that self-haul or transport designated recyclable materials and/or designated organic recyclable materials shall follow established provisions pursuant to RCMC 6.21.040(A).

C. A covered generator that self-hauls or transports designated recyclable materials and/or designated organic recyclable materials generated and collected at its business or multifamily residential property to a recycling facility without the utilization of a franchised waste hauler must complete and retain on site a self-haul form that certifies that an approved alternative compliance and exemption form certifying all self-hauling activities will be completed in accordance with the provisions of all applicable laws or regulations. The self-haul of this chapter. The alternative compliance and exemption form shall be made available to the public works director, and/or his or her designee, upon request. At a minimum, the covered generator shall provide the following information on the self-haul alternative compliance and exemption form:

1. The name, address and telephone number of the covered generator that is signing the self-haul form.
2. A list of the types of recyclable materials and/or organic recyclable materials being self-hauled.

3. For each type of recyclable material and/or organic recyclable material, the amount that is being taken from the business and multifamily residential property to a recycling facility quarterly.

4. The name and address of the recycling facility(ies).

~~C. The self-haul form shall contain a~~ 5. A written statement signed by the business or multifamily residential property owner or generator, certifying that the owner or generator ~~is in compliance~~ agrees to comply with the requirements of this chapter.

D. The public works director, and/or his or her designee, may restrict or prohibit self-hauling by a person if the public works director, and/or his or her designee, determines, after providing 30 days' written notice and an opportunity for a hearing, that the person's self-hauling activities violate the provisions of this chapter or any other applicable law or regulation. [Ord. 2-2016 § 2].

E. The public works director, and/or his or her designee, will notify the covered generator that self-hauls if the alternative compliance and exemption form has been approved within 14 days of receiving the submitted request.

6.21.125 SB 1383 Regulatory Compliance.

Organic waste generators, franchised waste haulers, and all other entities subject to the requirements of SB 1383 shall fully comply with applicable SB 1383 regulatory requirements or be subject to the penalties as prescribed in Section 18997.2 of SB 1383 or RCMC 6.21.230 as determined by the Public Works Director and/or his or her designee.

6.21.130 Reporting.

A. Franchised waste haulers' failure to file the reports required by this chapter or by the franchise agreement shall constitute cause for termination or suspension of its franchise pursuant to Chapter 6.20 RCMC.

B. Unless otherwise required by the franchise agreement, self-haulers shall prepare quarterly reports to be kept on site identifying, at a minimum, the following:

1. The recyclable materials and organic recyclable materials tonnage collected and removed within the city region during the previous quarter.
2. The location of the recycling facility(ies) to which the recyclable materials and organic recyclable materials were taken during the previous quarter.

C. Unless otherwise required by the franchise agreement, franchised waste haulers shall prepare quarterly reports as designated by the public works director and/or his or her designee.

~~D. Unless otherwise required by the franchise agreement, franchised waste haulers shall prepare monthly reports as required pursuant to RCMC 6.21.080 (J) & (K).~~

E. The public works director, and/or his or her designee, shall provide and establish guidelines, forms and other appropriate material to assist franchised waste haulers and self-haulers in preparing the reports required by this chapter. [Ord. 2-2016 § 2].

6.21.140 Exemptions from recycling standards.

A. Notwithstanding any other provision herein, a covered generator shall not be required to source separate recyclable materials and/or organic recyclable materials if the business or multifamily residential property, owner or generator, demonstrates to the public works director, and/or his or her designee, that there is no collection service or other system available for recycling such material.

B. Notwithstanding any other provision herein, a covered generator shall be exempt from the recycling and/or organics recycling requirements in RCMC 6.21.040 if all of the generators on the owner's business or multifamily residential property are exempt from or not required to comply with the provisions of RCMC 6.21.040, or if designated recyclable materials and/or designated organic recyclable materials are not being generated by any activities occurring on the covered generator's property.

~~C. Covered generators may be exempted by the public works director, and/or his or her designee, if it is determined through a site visit requested by the covered generator: (1) that there is not adequate storage space for automatic lift containers, rolling carts, bins or roll-off bins for designated recyclable materials and/or designated organic-recyclable materials on site and that it is infeasible for the covered generator to share automatic lift containers, rolling carts, bins or roll-off bins for designated recyclable materials and/or designated organic-recyclable materials with another covered generator on an adjoining property; or (2) that compliance with this chapter results in a violation of the city's zoning code, including city zoning regulations for minimum parking spaces. If the public works director and/or his or her designee determines that it is feasible for recycling containers to be placed on site or shared with an adjoining generator, the covered generator will be responsible for compliance with this chapter.~~ Covered generators may be exempted by the public works director and/or his or her designee, if it is determined through a site visit or other means of verification:

~~D. An application~~ (1) That the premises lacks adequate space for an exemption shall be submitted to any of the recycling or organic waste containers. If the public works director, and/or his or her designee, determines that it is feasible for recycling and/or organic collection containers to be placed on a form prescribed site or shared with an adjoining generator, the covered generator will be responsible for compliance with this chapter.

(2) That compliance with this chapter results in a violation of the city's zoning code, including city zoning regulations for minimum parking spaces;

(3) That the covered generator's total solid waste generation is two cubic yards or more per week and organic waste subject to collection in a blue container or green container comprises less than 20 gallons per week of the covered generator's solid waste; or

(4) That the covered generator's total solid collection service is less than two cubic yards per week and total organic waste generation subject to collection in a blue container or green container is less than 10 gallons per week of the covered generator's total solid waste.

~~D. Covered generators may be exempted by the public works director, and/or his or her designee. After reviewing the request, the public works director and/or his or her designee shall either approve or disapprove the request from the regulatory requirements of AB 341, AB 1826 and/or SB 1383, or any other applicable state law, provided that the business or multifamily residential property covered generator has submitted an alternative compliance and exemption form to the city and the city has provided the covered generator with written approval of its exemption request.~~

~~E. City issued exemptions from the regulatory requirements of AB 341, AB 1826 and/or SB 1383, or any other applicable state law, shall be valid for no more than two (2) years unless the city authorizes an extension of that two (2) year waiver period.~~

F. The following persons shall automatically be exempt from the requirements of this chapter:

1. The United States, state of California, a city, a county, a special district or other local public agency, or any employee or member of the armed forces thereof, when collecting or transporting designated recyclable materials produced by operation of the public entity under a system of recyclable materials collection and transportation operated and maintained by the public agency within the city region as specified herein and in Chapter 6.20 RCMC.

2. Municipal corporations and other governmental agencies using their own vehicles and employees engaged in the collection, transportation or disposal of designated recyclable materials within the city. [Ord. 2-2016 § 2].

6.21.150 City rules and regulations.

A. The public works director, and/or his or her designee, is authorized to make and enforce administrative rules and regulations governing recycling and organics recycling at businesses and multifamily residential properties, and all related activities including recycling and commercial solid waste generation, storage, recovery, accumulation, collection, removal, transportation and disposal; the manner in which commercial ~~solid waste and garbage~~, recycling and organics recycling services are provided; types of commercial ~~solid waste garbage, organics~~ and recycling containers and vehicles used for the operation and maintenance of sanitary methods of commercial ~~solid waste~~

~~andgarbage~~, recycling and organics recycling disposal; reporting requirements for franchised waste haulers and self-haulers; and for the effective administration of this chapter. All such rules and regulations shall be consistent with the provisions of the city code and shall be effective on the thirtieth day following the filing of any such rules and regulations with the city clerk.

B. The city council may, and is hereby empowered to, grant to a qualified applicant a nonexclusive franchise to engage in the business of collecting, transporting or disposing of commercial ~~solid-wastegarbage~~, recyclable materials or organic recyclable materials kept, accumulated or generated in the city region.

C. The city council may grant a franchise based on compliance with this chapter. Any grant of a franchise by the city council may be subject to such terms, conditions, rules, regulations, restrictions, and limitations, as the city council deems necessary to protect the public health, safety, or welfare.

D. The city council hereby empowers and grants to the public works director, and/or his or her designee, the authority to grant commercial nonexclusive collection service agreements (commercial nonexclusive franchisees) to franchised waste haulers, to specify designated recyclable materials and designated organic recyclable materials and make administrative rules and regulations governing covered generators.

E. The city council hereby empowers and grants to the public works director, and/or his or her designee, the authority to administer, implement and enforce this chapter and administrative rules and regulations governing business and multifamily residential property recycling and organics recycling thereafter.

F. It shall be unlawful and constitute a violation of this chapter for any person to violate or otherwise fail to comply with any rule or regulation issued pursuant to this chapter. [Ord. 2-2016 § 2].

6.21.160 Rights reserved to city.

In addition to all other rights reserved to the city, the following shall apply:

A. There is hereby reserved to the city every right and power, and the exercise thereof, which is reserved or authorized by any provision of any lawful code, title or resolution of the city, whether enacted before or after the effective date of this chapter.

B. Neither the granting of any franchise, nor any provision of any franchise, shall constitute a waiver of or a bar to exercise of any governmental right or power of the city.

C. The grantee receiving any type of franchise agreement shall have no recourse whatsoever against the city, its officers, employees or agents, or any of the city member entities, their officers, employees, or agents for any loss, cost, expense or damage arising out of any provision or requirement of this chapter because of the enforcement of this chapter.

D. There is hereby expressly reserved to the city the power and authority to amend any section of this chapter so as to require additional or greater standards on the part of the franchised waste hauler, commercial hauler or covered generator. [Ord. 2-2016 § 2].

6.21.170 Administration and costs.

A. The administration of this chapter is the duty of the public works director, and/or his or her designee. The public works director, and/or his or her designee, is authorized and directed by the city council to administer this chapter.

B. Commercial franchise fees will fund administration, implementation and enforcement costs. [Ord. 2-2016 § 2].

6.21.180 Unlawful acts.

A. It shall be unlawful to combine designated recyclable materials and organic recyclable materials with ~~other-solid-waste-garbage~~. Failure of covered generators to source separate designated recyclable materials or organic recyclable materials for recycling or organics recycling is a violation of this chapter.

B. It shall be unlawful for franchised waste haulers to commingle materials in ~~solid-wastegarbage~~ bins or carts with materials in recycling bins or carts in one collection vehicle.

C. It shall be the responsibility of the covered generator whose ~~solid-wastegarbage~~ was not removed because it contained designated recyclable materials to properly separate designated recyclable materials from the uncollected solid waste for proper recycling. Allowing such unseparated ~~solid-wastegarbage~~ to accumulate will be considered a violation of this chapter. [Ord. 2-2016 § 2].

6.21.190 Implementation and enforcement.

The implementation and enforcement of this chapter is the duty of the public works director, and/or his or her designee, of the city's department of public works. The public works director, and/or his or her designee, is authorized and directed by the city council to implement and enforce this chapter. [Ord. 2-2016 § 2].

6.21.200 Posting of notices.

A. The public works director, and/or his or her designee, may post notices on automatic lift containers, bins and roll-off bins that are used for ~~solid-wastegarbage~~ collection and the collection of designated recyclable materials, and the collection of designated organic recyclable materials, within the city if the owner of the automatic lift containers, bins and roll-off bins is in violation of this chapter, including, but not limited to, any regulation, franchise requirement, permit, information request, order, variance, or other requirement that the public works director, and/or his or her designee, is authorized to enforce or implement pursuant to this chapter.

B. A notice shall remain on automatic lift containers, bins and roll-off bins that are used for ~~solid-wastegarbage~~ collection within the city so long as the owner of the automatic lift containers, bins and roll-off bins is in violation of this chapter. The notice shall be posted on the automatic lift container, bin, and/or roll-off bin so as to be clearly visible to the general public and include all of the following information:

1. The date the notice was posted on the container.
2. The address or location of the property, including the identification of any dwelling unit, room number, apartment number, business or multifamily residential property.
3. The name and contact telephone number of the agency posting the notice on the property.
4. The city code section that has been violated.
5. A statement that it is unlawful for any person to engage in the business of collecting, transporting or disposing of commercial ~~solid-wastegarbage~~ kept, accumulated or generated in the city, or to engage in the business of soliciting accounts or invoicing customers for commercial ~~solid-wastegarbage~~ service in the city unless a franchise has first been granted pursuant to the provisions of this chapter and such a franchise is in full force and effect.

C. A statement that a person violating the posted notice is subject to criminal penalties pursuant to city code and administrative civil penalties in an amount of up to \$1,000 per day for each violation.

D. A statement that a person disturbing or destroying the posted notice is subject to administrative civil penalties in an amount of up to \$1,000, in addition to any other remedies provided by this chapter. [Ord. 2-2016 § 2].

6.21.210 Notice of violation.

The public works director, and/or his or her designee, may issue a notice of violation to any person found to be in violation of a provision of this chapter, including, but not limited to, any regulation, franchise requirement, permit, information request, order, variance, or other requirement that the public works director, and/or his or her designee, is authorized to enforce or implement pursuant to this chapter. Issuance of a notice of violation may also result in the issuance of a notice of administrative enforcement order pursuant to this chapter. [Ord. 2-2016 § 2].

6.21.220 Notice of violation – Content.

A. In addition to any other content, a notice of violation shall contain the following elements:

1. A statement of the public works director, and/or his or her designee, that indicates a violation has occurred.
2. A citation of the provisions of this chapter, including any regulation, franchise requirement, permit, information request, order, variance, or other requirement that has been violated.

3. A date by which any person must be in compliance with this chapter including any regulation, franchise requirement, permit, information request, order, variance, or other requirement, or a date by which an action plan must be submitted by the person to propose a means and timeframe by which to correct violations. The public works director, and/or his or her designee, may extend the compliance date when good cause exists for such an extension.

4. Notification that continued noncompliance may result in additional enforcement action being taken against the business, facility, or any responsible persons.

5. Notification that the city may recover any costs incurred by the city as a result of the violation.

6. Notification that a violation of this chapter may result in an administrative civil penalty or in criminal penalties.

7. Notification that the correction of any alleged violation(s) within the specified deadline date(s) will not necessarily prevent the public works director, and/or his or her designee, from issuing an administrative enforcement order and imposing administrative civil penalties relating to the alleged violation(s).

B. In addition to any other content, a notice of violation may establish required corrective actions, including the following:

1. Terms, conditions, and requirements reasonably related to the provisions of this chapter, including the following:

a. Cessation of prohibited actions.

b. Correction of prohibited conditions.

c. A requirement for submittal of a written action plan for achieving and maintaining compliance with this chapter.

d. Reporting requirements to demonstrate ongoing compliance.

2. A requirement that the person receiving same shall submit written certification to the public works director, and/or his or her designee, that the necessary corrective actions have been completed. As appropriate for the type of correction action taken, the notice of violation may require documentation that substantiates the certification, including but not limited to, receipts, contracts, or photographs.

3. Any other terms or conditions reasonably calculated to prevent additional violations of this chapter.

C. An administrative enforcement order may be issued separately, but only after issuance of a notice of violation, or in combination with a notice and order, for the same violations or set of related violations. [Ord. 2-2016 § 2].

6.21.230 Administrative enforcement order.

A. If the public works director, and/or his or her designee, determines that a person, covered generator, or franchised waste hauler, has committed or is committing a violation of any provision of this chapter, the public works director, and/or his or her designee, may issue an administrative enforcement order, after issuing a notice of violation or, in combination with a notice of violation, requiring that the violation be corrected and imposing an administrative penalty.

B. Pursuant to this chapter, the violator shall be liable for a penalty of not more than \$1,000 for each day on which each violation occurs and/or continues. [Ord. 2-2016 § 2].

6.21.240 Administrative enforcement order – Content.

A. In addition to any other content, an administrative enforcement order shall contain the following elements:

1. A statement of the public works director, and/or his or her designee, that indicates a violation has occurred.

2. A citation of the provision of this chapter including any regulation, franchise requirement, permit, information request, order, variance, or other requirement that has been violated.
3. A date by which any person must be in compliance with this chapter, or a date by which an action plan must be submitted by the person to propose a means and timeframe by which to correct violations. The public works director, and/or his or her designee, may extend the compliance date when good cause exists for such an extension.
4. Notification that continued noncompliance may result in additional enforcement action being taken against the business, facility, or any responsible persons.
5. Notification that the city may recover any costs incurred by the city as a result of the violation.
6. Notification as to whether an administrative civil penalty is imposed and the terms and conditions of payment, if any. In establishing the penalty amount, the public works director, and/or his or her designee, shall take into consideration:
 - a. The nature, circumstances, extent, and gravity of the violation.
 - b. The violator's past and present efforts towards compliant behavior.
 - c. The violator's ability to pay the penalty.
 - d. The deterrent effect that the imposition of the penalty would have on both the violator and the regulated community.
7. Notification that the correction of any alleged violation(s) within the specified deadline date(s) will not necessarily prevent the public works director, and/or his or her designee, from issuing an administrative enforcement order and imposing administrative civil penalties relating to the alleged violation(s).
8. Notification that the recipient has a right to a hearing on the matter as set forth in RCMC 6.21.280 to appeal any findings or required corrective actions established by the public works director, and/or his or her designee.
9. Notification of procedures for requesting a hearing established according to RCMC 6.21.260.

B. In addition to any other content, an administrative enforcement order may establish required corrective actions, including the following:

1. Terms, conditions, and requirements reasonably related to the provisions of this chapter, including the following:
 - a. Cessation of prohibited actions.
 - b. Correction of prohibited conditions.
 - c. A requirement for submittal of a written action plan for achieving and maintaining compliance with this chapter.
 - d. Reporting requirements to demonstrate ongoing compliance.
2. A requirement that the person receiving same shall submit written certification to the public works director, and/or his or her designee, that the necessary corrective actions have been completed. As appropriate for the type of correction action taken, the notice of violation may require documentation that substantiates the certification, including, but not limited to, receipts, contracts, or photographs.
3. Any other terms or conditions reasonably calculated to prevent additional or ongoing violations of this chapter.

C. A notice of violation or an administrative enforcement order may be issued separately or in combination with another notice or order for the same violations or set of related violations. [Ord. 2-2016 § 2].

6.21.250 Delivery of notice or order.

Any notice of violation, permit revocation, administrative enforcement order or other enforcement action pursuant to the requirements of this chapter shall be subject to the following requirements:

A. Delivery shall be deemed complete upon either personal delivery to the recipient or by certified mail.

B. Where the recipient of the notice or order is the owner of the premises, the address for notice or order shall be the address from the most recently issued equalized assessment roll for the premises.

C. Where the owner or occupant of any premises cannot be located after reasonable efforts of the public works director, and/or his or her designee, the notice or order shall be deemed delivered after posting on the premises for a period of 10 business days. [Ord. 2-2016 § 2].

6.21.260 Administrative appeals.

A. Hearing Request. Any person, owner or operator served with a notice of violation or an administrative enforcement order issued pursuant to this chapter may contest the order on the basis that there was no violation of this chapter or that he or she is not the responsible party. To contest the order, the person shall submit a request for hearing form to the city within 15 days from the date of the administrative enforcement order. Directions on how to obtain the request form will be provided on the order.

B. Filing Fee. The completed request must be submitted together with a filing fee, established and amended from time to time by the public works director, and/or his or her designee, based on actual expense to conduct the hearing by the hearing officer.

C. Notice of Hearing. The person, owner or operator requesting the hearing shall be notified of the time and place set for the hearing at least 10 days before the date of the hearing.

D. Additional Reports. If the public works director, and/or his or her designee, submits an additional written report concerning the administrative enforcement order to the hearing officer for consideration at the hearing, then a copy of this report also shall be provided to the person requesting the hearing at least five days before the date of the hearing. [Ord. 2-2016 § 2].

6.21.270 Hearing officer.

Pursuant to RCMC 1.05.200, a hearing officer will be assigned the responsibility of conducting a hearing by the city manager. The city manager shall be authorized to assign hearing responsibilities from time to time to any person or persons, qualified by training or experience, whom the city manager may appoint, employ or who are retained by contract to conduct such hearings. [Ord. 2-2016 § 2].

6.21.280 Hearing procedure.

A. Setting the Hearing. A hearing before the hearing officer shall be set for a date that is not less than 15 days nor more than 60 days from the date that the request for hearing is filed. The person requesting the hearing shall be notified of the time and place set for the hearing as soon as it is set, and at least 10 days before the hearing. If the public works director, and/or his or her designee, submits a written report concerning the notice or order to the hearing officer for consideration at the hearing, then a copy of the report shall be served on the person requesting the hearing at least five days before the hearing. No hearing shall be held unless the filing fee has been paid in advance, under RCMC 6.21.260(B).

B. Failure to Appear. The failure of the person requesting the hearing to appear at the hearing shall constitute a forfeiture of the fine and a failure to exhaust his or her administrative remedies.

C. At the Hearing. The administrative enforcement order and any additional report submitted by the public works director, and/or his or her designee, shall constitute prima facie evidence of the respective facts contained in those documents. At the hearing, the party contesting the citation shall be given the opportunity to testify and to present evidence concerning the citation.

D. Continuances. The hearing officer may continue the hearing and may request additional information from the public works director, and/or his or her designee, or the person receiving the administrative enforcement order before issuing the decision. [Ord. 2-2016 § 2].

6.21.290 Form and contents of decision – Finality of decision.

A. Following the hearing, the hearing officer shall issue an order in writing no later than 30 days from the date of the hearing, unless the time is waived by the parties. The order shall contain findings of fact and rationale appropriate to the violation and result, and a resolution of the essential issues raised, including the following:

1. Confirmation or denial of the occurrence of violations of this chapter that are alleged by the public works director, and/or his or her designee.
2. Confirmation or rejection of any administrative civil penalty sought by the public works director, and/or his or her designee, and establishment of the monetary amount of any administrative civil penalty to be enforced.
3. Confirmation, amendment, or rejection of required corrective actions related to compliance with this chapter that are imposed by the public works director, and/or his or her designee, but only if those requirements are appealed by the person.

B. The hearing officer's order shall uphold required corrective actions if the person fails to show clear and convincing evidence that the required corrective actions are unreasonable or unnecessary for achieving or demonstrating ongoing compliance with this chapter. The hearing officer's order may amend or reject required corrective actions; provided, that compliance with this chapter will be achieved.

C. The hearing officer's order shall inform the person that failure to comply with the hearing officer's order shall constitute a misdemeanor and is subject to additional enforcement action, including criminal penalties and additional civil and administrative penalties.

D. The hearing officer's order shall inform the person that the time and manner by which a person may file a challenge to the hearing officer's order is governed by Section 53069.4 of the California Government Code or any successor provision thereto.

E. The order issued by the hearing officer pursuant to this chapter shall be effective upon issuance. The decision of the hearing officer is final and may not be appealed. [Ord. 2-2016 § 2].

6.21.300 Procedures for collection of administrative civil penalty.

A. Any administrative penalty due shall be paid to the city within 30 days after the hearing officer's decision is issued. If the penalty is not timely paid, the public works director, and/or his or her designee, may pursue all reasonable and legal means in collecting those sums authorized and due.

B. All administrative civil penalties collected from actions brought pursuant to this chapter shall be paid to the public works director, and/or his or her designee, enforcing this chapter, and shall be deposited into a special account that shall be expended to fund the activities of the department to implement the applicable provisions of this chapter. [Ord. 2-2016 § 2].

6.21.310 Actions not prohibited.

This chapter does not do any of the following:

A. Otherwise affect the authority of the public works director, and/or his or her designee, to take any other action authorized by any other provision of law.

B. Restrict the power of a city attorney, district attorney, or the Attorney General to bring, in the name of the people of California, any criminal proceeding otherwise authorized by law.

C. Prevent the public works director, and/or his or her designee, from cooperating with, or participating in, proceedings specified in subsection (B) of this section. [Ord. 2-2016 § 2].

6.21.320 Penalties.

In addition to the administrative penalties imposed by RCMC 6.21.230, the city may seek all other legal remedies available under state law and under this code, including, but not limited to, criminal sanctions. [Ord. 2-2016 § 2].

MEMORANDUM



ITEM 11.1.

DATE: November 2, 2020

TO: Honorable Mayor and Council Members

FROM: June Cowles, Senior Planner

SUBJECT: WOODSIDE HOMES ACACIA AT CYPRESS SPECIAL DEVELOPMENT PERMIT AND MAJOR DESIGN REVIEW PROJECT NO. DD10010

PROPERTY OWNER: Woodside Homes 111 Woodmere Road, Suite 190 Folsom, CA 95630	APPLICANT/DEVELOPER: Woodside Homes 111 Woodmere Road, Suite 190 Folsom, CA 95630
PROJECT:	Applicant is requesting the following; • Special Development Permit to revise the building front and rear yard setbacks; and • Major Design Review for four (4) floor plans ranging from 2,395 to 3,519 square feet each with three proposed architectural styles.
FILE:	DD10010
LOCATION:	Located south of Douglas Road and west of Grant Line Road, within Douglas 98 subdivision
ZONING:	Residential RD-5
GENERAL PLAN:	Low Density Residential (LDR)
APN:	067-1250-015 through -029. 067-1250-099 through -102 and a portion of 067-1100-008
PLANNER:	June Cowles, Senior Planner

RECOMMENDATION:

Find the project is exempt under CEQA Exemption 15182, Residential Projects Pursuant to a Specific Plan. The project was analyzed as part of the Sunridge Specific Plan Environmental Impact Report (EIR) and Mitigated Negative Declaration (MND) for Eastside Properties; and adopt the Resolution for Woodside Homes Acacia at Cypress Special Development Permit and Major Design Review.

RESULT OF RECOMMENDED ACTION

Adoption of the above referenced resolution would approve the Special Development Permit and Major Design Review to include 4 floor plans located within Douglas 98. Approval would allow the applicant to pursue necessary building permits for new construction.

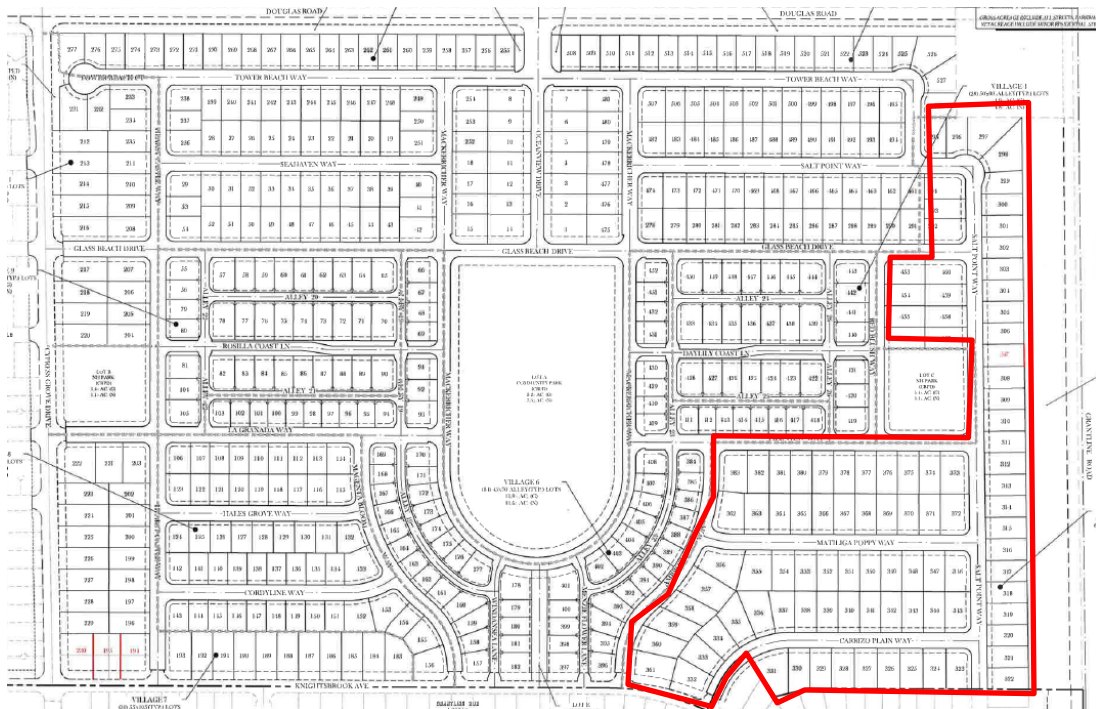
BACKGROUND / PROJECT HISTORY

The Douglas 98 subdivision is located within the Sunridge Specific Plan which was approved in July 2002 by Sacramento County, as adopted by the City by resolution upon incorporation. **Figure 1: Douglas 98 Site Location.** The Specific Plan area includes residential, commercial, office and open space throughout. The Acacia at Cypress is located within the eastern portion the Douglas 98 subdivision, outlined in red. **Figure 2: Acacia at Cypress within Douglas 98 Subdivision Map.**

Figure 1: Douglas 98 Site Location



Figure 2: Acacia at Cypress within Douglas 98 Subdivision Map



EXISTING CONDITIONS:

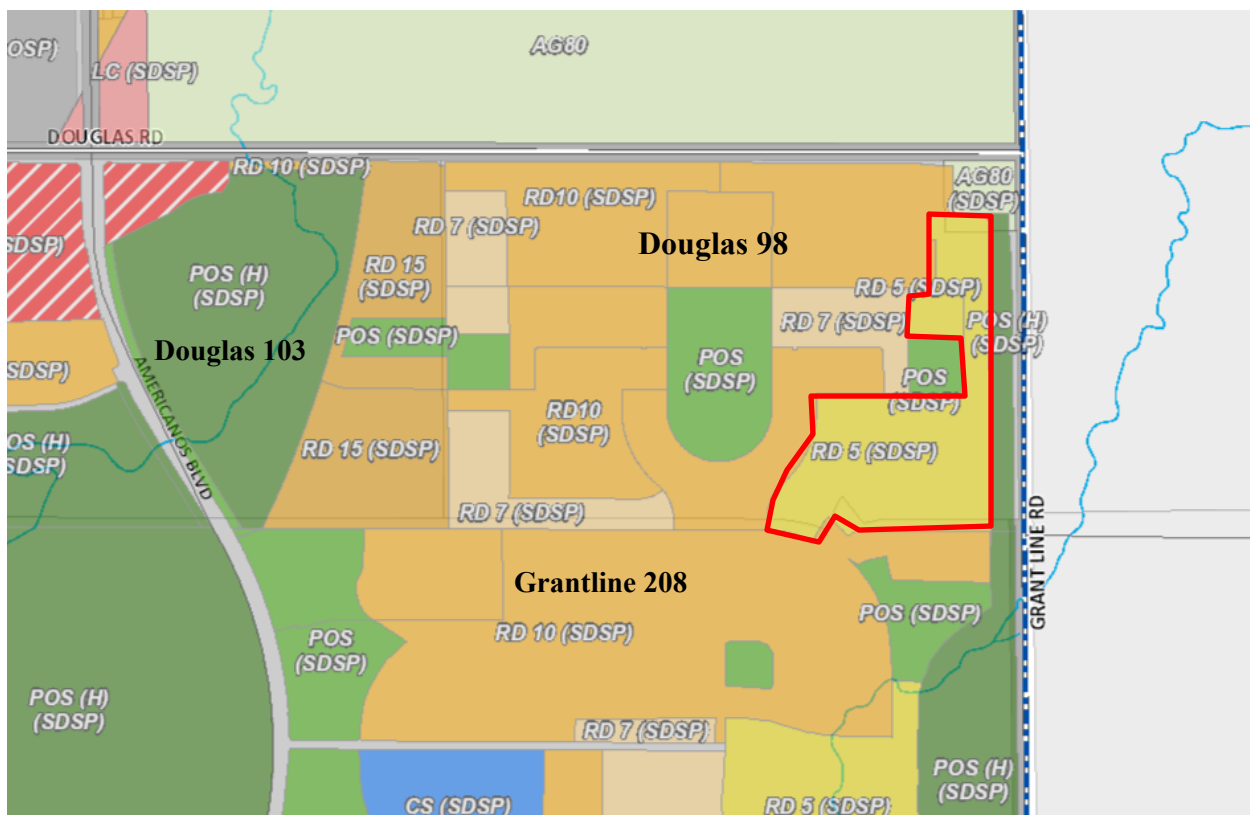
Homes by Watt Communities and Woodside Homes are currently being built within Douglas 98 subdivision.

Surrounding Land Use:

The following Table provides the current use, General Plan/Community Plan, and zoning (**Table 1: Surrounding Designations and Existing Uses and Figure 3: Zoning Map**)

Table 1: Surrounding Designations and Existing Uses:

	Existing Land Use	General Plan and Community Plan Designations	Zoning (SRSP)
Subject Property	Subdivision Infrastructure installed	Low Density	RD-5
North	Undeveloped Land	Grant Line West Planning Area	AG-80
East	Sacramento County Jurisdiction	Sacramento County General Agricultural 80 acres	AG-80
South	Lennar Homes	Medium Density Residential and Open Space	RD-10 and Park Open Space
West	Douglas 98 homes under construction	Medium Density Residential and Open Space	RD-10, RD-7 & Park Open Space

Figure 3: Zoning Map

PROPOSED PROJECT:

The applicant, Woodside Homes, is proposing a Special Development Permit and Major Design Review for Acacia at Cypress within the Douglas 98 subdivision.

Special Development Permit

The Douglas 98 project is located within the Sunridge Specific Plan which was originally approved by Sacramento County prior to City incorporation. As such, provisions of the Zoning Code that was in place at the time of incorporation are applicable in the review of subsequent actions on the Douglas 98 project.

Article 6 of the Sacramento County Zoning Code establishes procedures for Special Development Permits and includes the following statement:

“The purpose for which Special Development Permits may be issued is to encourage a creative and more efficient approach to the use of the land; to maximize the choice in the type of environment; to encourage more efficient allocation and maintenance of privately controlled common open space through the redistribution of overall density; to provide economy in housing opportunities; and to provide a means of greater creativity and flexibility in design than is provided under the strict application of the zone design standards”

The applicant is requesting a Special Development Permit to vary from the Sunridge Specific Plan building setbacks from property lines to accommodate the project. **Table 2: Proposed Special Development Permit.** The requested setback revisions include:

- Front yard setback (building) from 16 feet to 12.5 feet
- Rear yard setback from 20% of lot depth to 10 feet for single story and 15 feet for two-story.

The following matrix provides the existing setback requirements of the Specific Plan and the proposed setbacks for the Woodside Homes Acacia at Cypress.

Table 2: Proposed Special Development Permit

	Required per Sunridge Specific Plan	Proposed Acacia at Cypress
Front Setback (Building)	16'	12.5'
Front Setback (Garage)	19'	19'
Side Setback	5' / 4'	5' / 4'
Side Setback (Corner Lot)	12.5'	12.5'
Rear Setback	20% of the lot depth	10' Single Story 15' Two Story

The Sunridge Specific Plan and Sacramento County development standards state; In no event shall the rear yard be less than 10 feet for one-story buildings and 15 feet for two-story and three-story buildings.

Major Design Review:

The applicant is proposing four floor plans and three elevations (Modern California, Modern Farmhouse, and Modern Prairie) for each floor plan and three color schemes for each elevation.

Figure 4: Proposed Project Plans. Plan Two and Plan Four offer as an option a multi-generation home suite within the floor plans.

Figure 4: Proposed Project Plans

Plan One 2,395 sqft

Plan Two 2,662 sqft



FRONT ELEVATION 'A' - MODERN CALIFORNIA RANCH SCALE 1/8" = 1'-0"



FRONT ELEVATION 'A' - MODERN CALIFORNIA RANCH SCALE 1/8" = 1'-0"



FRONT ELEVATION 'B' - MODERN FARMHOUSE SCALE 1/8" = 1'-0"



FRONT ELEVATION 'B' - MODERN FARMHOUSE SCALE 1/8" = 1'-0"



FRONT ELEVATION 'C' - MODERN PRAIRIE SCALE 1/8" = 1'-0"



FRONT ELEVATION 'C' - MODERN PRAIRIE SCALE 1/8" = 1'-0"

Plan Three 3,102 sqft



FRONT ELEVATION 'A' - MODERN CALIFORNIA RANCH

Plan Four 3,519 sqft



FRONT ELEVATION 'A' - MODERN CALIFORNIA RANCH



FRONT ELEVATION 'B' - MODERN FARMHOUSE



FRONT ELEVATION 'B' - MODERN FARMHOUSE



FRONT ELEVATION 'C' - MODERN PRAIRIE



FRONT ELEVATION 'C' - MODERN PRAIRIE

ANALYSIS:

The applicant is requesting a special development permit and major design review for Acacia at Cypress. The entitlements that will be analyzed individually are as follows:

- Special Development Permit
- Major Design Review

GENERAL PLAN CONSISTENCY:

The project site General Plan designation is Low Density Residential. The LDR zone is generally characterized by single-family detached. The approved subdivision map is consistent with the LDR General Plan designation, with lots, on average, approximately 5,775 square feet. The LDR designation is related to the RD-5 zoned lots. The approved subdivision lot density for this area is consistent with the LDR designation.

ZONING ORDINANCE:

The project site is located within Douglas 98 subdivision that includes several zoning districts (residential and open space). The project site is zoned Residential Density 5 (RD 5) Sunridge Specific Plan District. The minimum lot sizes are 55 feet by 105 feet within the zoning district.

SPECIAL DEVELOPMENT PERMIT:

The applicant is requesting revised building setbacks as follows:

Front Yard (building):	From 16 feet to 12.5 feet
Rear Yard:	From 20% of the lot to 10 feet for single story and 15 feet for two-story.

Front yard setback (building): From 16 feet to 12.5 feet.

The Douglas 98 subdivision includes a variety of existing front yard (building) setbacks that includes minimums of 10 feet to 16 feet. The proposed plans also include a variety of front yard (building) setbacks from 12.5 feet to 17 feet. However, the minimum front yard (building) setback is 12.5 feet. The multiple front yard setbacks to the building provides a distinct streetscape. All four plans include the building (living area/porch) forward of the garage. The front setback to the garage remains at 19 feet for all the plans.

Rear yard setback: from 20% of the lot depth to 10 feet for single story and 15 feet for two-story homes.

The applicant is providing as a standard for all the plans a covered outside area called a "California Room". As defined a California Room is a home feature to utilize the outdoors all year round. Inspired by the California sunshine, the great outdoors, and rooms with a view, these transition rooms provide space for relaxing, entertaining, and enjoying the outdoors any season of the year. An alfresco setting that is sheltered yet open to enjoy all year long.

The Sunridge Specific Plan utilizes development standards in the Zoning Code in place at the time of incorporation. Within that Code, Chapter 5 Article 1 305-02 (b)(3) states the following regarding rear yard development standards:

"The main building may project into the required rear yard provided that an equal area is provided as a yard or court within the buildable portion of the lot"

Without the "California Room" the plans would qualify for the compensation to the rear setback. All plans include an offset to the rear elevation which projects at the nearest point 10 feet and 15 feet respectively. Therefore, the plans include a variation along the rear elevation. **Figure 5: Plan Two Floor Plan.** Plan 1, 3, and 4 show similar rear elevation offsets.

- Plan One rear elevation offset is 15 feet
- Plan Three rear elevation offset is 15 feet
- Plan Four rear building setback meets the Sunridge Specific Plan setback of 20% of the lot depth on a 55' x 105' lot size. The rear elevation offset is 2 feet.

The Sunridge Specific Plan utilizes development standards in the Zoning Code in place at the time of incorporation. Within that Code, 5 Article 1 305-02 (b)(4) states the following regarding rear yard development standards:

"In no event shall the rear yard be less than ten (10) feet for one-story buildings and fifteen (15) feet for two-and three-story."

The requested setbacks are consistent with the Sunridge Specific Plan condition relating to "in no event" statement

10 ft

19 ft 2 in

Rear Elevation Offset is 9 feet 2 inches

2-BAY GARAGE

PORCH

BEDROOM 1

BEDROOM 2

BEDROOM 3

BEDROOM 4

PRIMARY SUITE

CALIFORNIA ROOM

LIVING

DINING

KITCHEN

OFFICE/REAR PORCH

LAUNDRY

BATH

CL. (Closets)

STAIRS

ENTRY

HALL

W.C. (Water Closet)

SHOWER

TUB

SINK

STOVE

REF. (Refrigerator)

DISHWASHER

OVEN

MICROWAVE

TOASTER

COFFINER

ICE BOX

WASHER

DRYER

IRONING BOARD

SEWING MACHINE

TV

RADIO

RECORD PLAYER

TELEPHONE

ALARM

SMOKER

NON-SMOKER

NO. OF BEDS

NO. OF BATHS

NO. OF CLOSETS

NO. OF STAIRS

NO. OF PORCHES

NO. OF TERRACES

NO. OF PATIOS

NO. OF BALCONIES

NO. OF GARAGES

NO. OF DRIVEWAYS

NO. OF POOLS

NO. OF SPAS

NO. OF HOT TUBS

NO. OF SAUNAS

NO. OF GYMNASIUMS

NO. OF BILLIARD ROOMS

NO. OF GAME ROOMS

NO. OF STUDIES

NO. OF LIBRARIES

NO. OF ART STUDIOS

NO. OF MUSIC ROOMS

NO. OF DANCE STUDIOS

NO. OF THEATERS

NO. OF CINEMAS

NO. OF RESTAURANTS

NO. OF BARS

NO. OF CLUBS

NO. OF GOLF COURSES

NO. OF TENNIS COURTS

NO. OF SWIMMING POOLS

NO. OF SPAS

NO. OF HOT TUBS

NO. OF SAUNAS

NO. OF GYMNASIUMS

NO. OF BILLIARD ROOMS

NO. OF GAME ROOMS

NO. OF STUDIES

NO. OF LIBRARIES

NO. OF ART STUDIOS

NO. OF MUSIC ROOMS

NO. OF DANCE STUDIOS

NO. OF THEATERS

NO. OF CINEMAS

NO. OF RESTAURANTS

NO. OF BARS

NO. OF CLUBS

NO. OF GOLF COURSES

NO. OF TENNIS COURTS

NO. OF SWIMMING POOLS

NO. OF SPAS

NO. OF HOT TUBS

NO. OF SAUNAS

NO. OF GYMNASIUMS

NO. OF BILLIARD ROOMS

NO. OF GAME ROOMS

NO. OF STUDIES

NO. OF LIBRARIES

NO. OF ART STUDIOS

NO. OF MUSIC ROOMS

NO. OF DANCE STUDIOS

NO. OF THEATERS

NO. OF CINEMAS

NO. OF RESTAURANTS

NO. OF BARS

NO. OF CLUBS

NO. OF GOLF COURSES

NO. OF TENNIS COURTS

NO. OF SWIMMING POOLS

NO. OF SPAS

NO. OF HOT TUBS

NO. OF SAUNAS

NO. OF GYMNASIUMS

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NO. OF GAME ROOMS

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NO. OF GOLF COURSES

NO. OF TENNIS COURTS

NO. OF SWIMMING POOLS

NO. OF SPAS

NO. OF HOT TUBS

NO. OF SAUNAS

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NO. OF BILLIARD ROOMS

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The applicant requests the Special Development Permit in order to revise setbacks to accommodate the approved subdivision lot sizes with the proposed plans to maintain the desired housing product diversity. The following evidence supports the Special Development Permit request:

- Evidence:** The proposed project is consistent with the General Plan/Sunridge Specific Plan land use designation of Low Residential Density; RD5 zoning districts.

- Page 288 of 372

Evidence: The approved tentative subdivision map is of sufficient size that includes the RD5 zoning district that meets the minimum density requirement within its own boundaries. The requested revised setbacks accommodate the building living area/porch front yard setback to 12.5 feet. The building area reduced setback provides “living area forward” and recessed garage area. The rear yard setback to 10 feet for single story and 15 feet for two story will provide a covered patio area “California Room” for the homeowners. The rear elevations include an offset so that a portion of the rear elevation will meet the original rear setback of 20 percent of the lot depth.

- C. **Finding:** That the proposed development is compatible with existing and proposed land uses in the surrounding area.

Evidence: The proposed development is compatible with the existing and the approved adjacent Eastside property subdivision land uses and consistent with the General Plan and Sunridge Specific Plan in that they both allow for this type of development.

- D. **Finding:** That any exceptions to, or deviation from, the use, density, requirements or design standards of the Land Use Zone in which the property is located, or of Title II of the Sacramento Code are justified by the design of the development or by the substantial energy savings proposed pursuant to Section 110-65(b). In case of the residential area, the rearrangement of dwellings and the mixing of dwelling types shall be justified by larger and more usable open spaces.

Evidence: The site is physically suitable for the proposed density of development. The Douglas 98 subdivision includes a variety of homes to include alley loaded and front loaded homes and a range of home sizes. The proposed revision to the building setbacks includes the front yard (building) setback and the rear yard setback. The existing Douglas 98 approved homes include different front yard building setbacks ranging from 10 feet to 16 feet. Therefore, the requested 12.5 feet front yard (building) setback is consistent with the existing approved homes for the area. The rear yard setback is consistent with the minimum limit for the Sunridge Specific Plan.

- E. **Finding:** That there is adequate assurance that all public improvements will be installed at the scheduled times, as required by Public Works.

Evidence: The project conditions of approval provide a time schedule for all public improvements as required by Public Works. In addition, infrastructure is currently being installed on site.

- F. **Finding:** That there is adequate assurance that the development schedule will be met.

Evidence: Douglas 98 includes a Development Agreement that has an expiration time. The improvements for Douglas 98 subdivision within the Acacia at Cypress area are currently being installed.

- G. **Finding:** That the existing or proposed utility services are adequate for the uses and population densities proposed.

Evidence: The existing and proposed utilities are adequate for the uses and population density proposed.

MAJOR DESIGN REVIEW

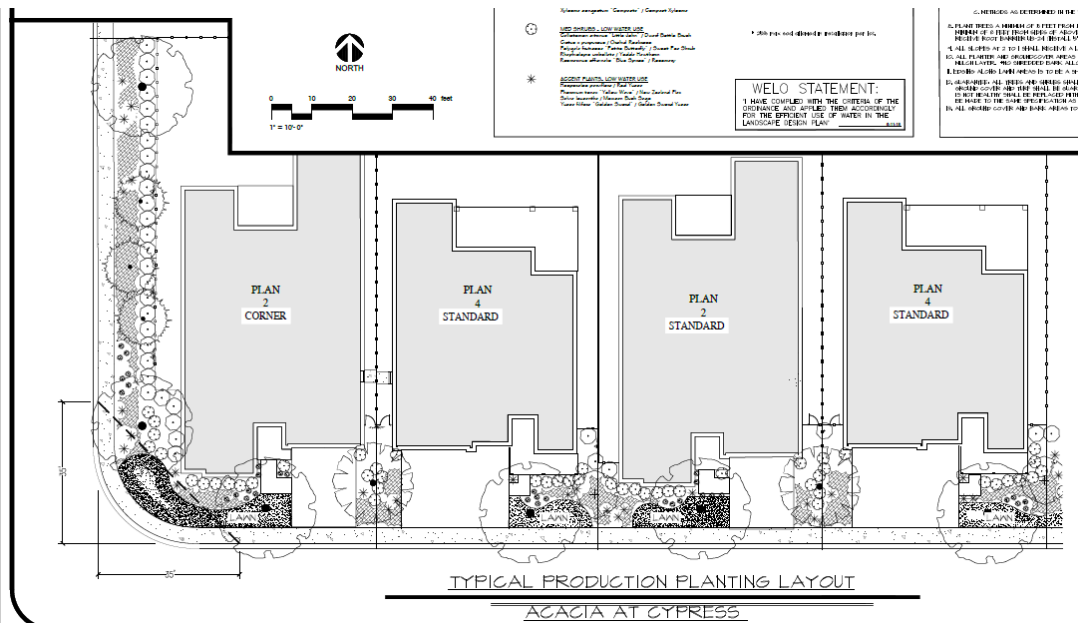
The proposed project includes 4 floor plans with three architectural styles for each plan and, each with three color schemes (See Project Plans Attachment 2). Color schemes include colors for body, fascia, trim/garage, and accent colors as well as picture samples of stone and roof materials. All floorplans include the living space forward of the garage. The proposed floorplans include the following:

- Plan One is 2,395 square foot single story house plan offered in 3 elevations and 3 color schemes. Popout trim is provided on all elevations. The “California Room” is standard.
- Plan Two is 2,662 square foot single story house plan offered in 3 elevations and 3 color schemes. Popout trim is provided on all elevations. The “California Room” is standard.
- Plan Three is 3,102 square foot two story house plan offered in 3 elevations and 3 color schemes. Popout trim is provided on all elevations. The “California Room” is standard.
- Plan Four is 3,519 square foot two story house plan offered in 3 elevation and 3 color schemes. Popout trim is provided on all elevations. The “California Room” is standard. The plan four includes a 3 car garage. Two conditions have been included to address the appearance of the 3 car garage as follows:
 - Plan four garage shall include windows
 - Plan four shall not be located adjacent to each other.

Landscape Design

The submitted typical landscape plan depicts a variation of drought tolerant trees, shrubs and a small area of drought tolerant grass and natural grasses. **Figure 6: Typical Landscape Plans.** The Model Water Efficient Landscape Ordinance (MWELO) states that new homes can only have lawns that do not exceed 25% of the total front, back and side yard square footage. This restriction is expected to reduce a home’s expected water use by 20% or 12,000 gallons per year.

Figure 6: Typical Landscape Plans



A 3-foot wide concrete path will also be provided from the driveway to the garage man-door.

City Design Guidelines

The proposed house plans offer a clear architecture style with unique designs. The proposed project is consistent with the City Design Guidelines and Sunridge Specific Plan Design Guidelines as stated below;

- The design is visually interesting and establishes streetscape variety with the proposed single-story and two-story product.
- The mass, scale, and form of the homes enhance the public realm with the front yard porches and living spaces.
- The several different rooflines included in each plan and elevation ensure variation.
- Front loading homes include living space/porch forward of the garage.
- The proposed plans offer diversity of architecture and include a modern architectural style.
- To ensure variety and interest throughout the villages, a condition of approval has been added to state that no two identical floor plans with the same building elevations within a master home plan series shall be located directly adjacent to each other.
- Popout trim is provided around the windows and doors on all elevations.

DESIGN REVIEW FINDINGS & EVIDENCE

Approval of the Major Design Review, subject to the Design Review Package ([Attachment 2](#)) and the Conditions of Approval ([Attachment 3](#)) must provide sufficient evidence for the Findings required by Zoning Code Section 23.141.070. Findings and supportive evidence are shown below:

- A. **Finding:** The proposed project is consistent with the objectives of the General Plan, complies with applicable zoning regulations, Specific Plan provisions, and special planning area provisions, and is consistent with the applicable Rancho Cordova Design Guidelines.

Evidence: The General Plan designation for the subdivision is Low Density Residential (LDR). The LDR zone is generally characterized by single-family detached. The proposed single family project site is zoned RD-5 with lots, on average, approximately 5,775 square feet consistent with the General Plan designation. Therefore, the project is consistent with the Sunridge Specific Plan regarding density. The project follows all zoning regulations with the request of the Special Development Permit for the revised setbacks as well as the applicable Rancho Cordova Design Guidelines including height regulations and architectural detail requirements.

- B. **Finding:** The proposed architecture, site design, and landscape are suitable for the purposes of the building and the site and will enhance the character of the neighborhood and community.

Evidence: Woodside Homes is presenting a design package which includes four (4) different floor plans with three elevations per plan and three color schemes. Variations in colors and materials along with living spaces forward of the garage will create a vibrant and welcoming streetscape. Conditions of Approval have been developed to alternate between sizes and architectural styles throughout the neighborhood to emphasize street variation.

- C. **Finding:** The architecture, including the character, scale, and quality of the design, relationship with the site and other buildings, building materials, screening of exterior appurtenances, exterior lighting and signing, and similar elements establishes a clear design concept and is compatible with the character of existing or anticipated buildings on adjoining and nearby properties.

Evidence: The proposed architecture and landscaping are consistent with the Sunridge Specific Plan design standards and the City Design Guidelines. The applicant has provided 4 different floor plans. Floor plans ranging from 2,395 to 3,519 square feet in size. A clear design concept is shown for each elevation and each design provides consistent characteristics of each stated style. All elevations and architectural style palettes are included in the Design Review Package.

- D. **Finding:** The proposed project will not create conflicts with vehicular, bicycle, or pedestrian transportation modes of circulation.

Evidence: The subdivision map was approved prior to this Design Review action. Vehicular, bicycle, and pedestrian circulation were studied and accepted as part of that prior approval. This Design Review approval will not impede any of the approved transportation modes.

ENVIRONMENTAL

The proposed project has been analyzed as part of the Sunridge Specific Plan Environmental Impact Report (EIR) and the Mitigated Negative Declaration (MND) for the Eastside properties in compliance with the California Environmental Quality Act (CEQA). Mitigation measures relating to Douglas 98 are included in the SDCP/SRSP EIR and Sunridge East MND and are still applicable. Since the proposed residential project is in conformity with what was reviewed as part of the Specific Plan EIR and Eastside Properties MND, the project is then exempt under CEQA Exemption 15182, Residential Projects Pursuant to a Specific Plan.

FISCAL IMPACT ANALYSIS

Approval of Acacia at Cypress Special Development Permit and Major Design Review would allow for the construction the master home plans within Douglas 98 subdivision within the City of

Rancho Cordova. This will benefit the City and the community by providing direct contributions to fund needed public infrastructure for this project and the broader community.

While the project will generate additional demands for municipal services, the project will be subject to existing and new funding mechanisms to pay fair share costs for ongoing operations, maintenance, and services that will offset City costs.

Based upon analysis completed within the project review, approval of the Acacia at Cypress master home plans will likely have a net benefit to the City of Rancho Cordova.

RECOMMENDED MOTION

Staff recommends that the City Council take the following action:

- Find that the project is Exempt per Section 15182, Residential Projects Pursuant to a Specific Plan; and
- Approve the Resolution for Woodside Homes Acacia at Cypress Special Development Permit and Major Design Review

ATTACHMENT(S)

1. Resolution
2. Exhibit A to the Resolution – Project Plans for Acacia at Cypress
3. Exhibit B to the Resolution – Conditions of Approval
4. 500' Radius Map with Mailing Labels

CITY OF RANCHO CORDOVA

CITY COUNCIL RESOLUTION NO. XX-2020

**A RESOLUTION OF THE CITY COUNCIL
APPROVING A SPECIAL DEVELOPMENT PERMIT AND MAJOR DESIGN REVIEW FOR
WOODSIDE HOMES FOR ACACIA AT CYPRESS NO. DD10010**

WHEREAS, Woodside Homes (hereinafter referred to as Applicant) filed an application with the City of Rancho Cordova for a Special Development Permit and Major Design Review approval for Acacia at Cypress, 4 new floor plans each with three architectural styles; and

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

WHEREAS, the project site was previously analyzed as a part of the Sunridge Specific Plan Environmental Impact Report (EIR) and further analyzed within the Mitigated Negative Declaration for the Tentative Subdivision Maps for the Eastside Properties adopted by the City of Rancho Cordova, thereby satisfying the requirements for the California Environmental Quality Act (Resolution 16-2006); and

WHEREAS, the SDCP/SRSP was approved by the County of Sacramento ("County") in July 2002. The County also prepared and certified an Environmental Impact Report ("EIR") (State Clearinghouse Number 97022055) for the SDCP/SRSP. In July 2003, the City of Rancho Cordova incorporated an area that included the SDCP and SRSP. In response to litigation involving the SDCP/SRSP EIR, the City subsequently rescinded approval of the SDCP/SRSP, yet the court held that the SDCP/SRSP is still in effect for projects that were already vested through a development agreement, such as this one. The Court and City allowed projects with development agreements to develop consistent with the Specific Plan which utilized County standards. On November 7, 2012, the City certified a partially Revised EIR for the SDCP/SRSP, however, at that time the City determined to carry out the projects within the SDCP/SRSP area without re-approving the SDCP/SRSP; and

WHEREAS, the proposed residential project is in conformity with what was reviewed as part of the Specific Plan EIR and Eastside Properties Mitigated Negative Declaration, and therefore is exempt under CEQA exemption 15182, Residential Projects Pursuant to a Specific Plan; and

WHEREAS, the City Council of the City of Rancho Cordova has conducted a properly noticed public hearing pursuant to Government Code section 65090 and has duly considered all written and verbal testimony presented during the hearing.

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

1. The CEQA exemption found in California Code of Regulation Title 14, section 15182 applies according to the Guidelines of the California Environmental Quality Act.
 - A. **Finding:** The project site has been analyzed and is exempt per California Environmental Quality Act Guidelines Section 15182, "Residential Projects Pursuant to a Specific Plan."

Evidence: The proposed residential project has been analyzed as part of the Sunridge Specific Plan Environmental Impact Report (State Clearinghouse Number 97022055) and the Mitigated Negative Declaration for the Eastside Properties. Since the proposed project is in conformity with what was reviewed as part of the Specific Plan EIR, the project is then exempt under CEQA Exemption 15182, "Residential Projects Pursuant to a Specific Plan."

2. The Special Development Permit is approved in order to revise setbacks to accommodate the approved subdivision lot sizes and to maintain the desired housing product diversity. The following evidence supports the Special Development Permit request:

- A. **Finding:** That the proposed development will carry out the intent of the General Plan and the appropriate community plan.

Evidence: The proposed project is consistent with the General Plan/Sunridge Specific Plan land use designation of Low Residential Density; RD5 zoning districts.

- B. **Finding:** That the proposed development is of sufficient size and is designed so as to provide a desirable environment within its own boundaries.

Evidence: The approved tentative subdivision map is of sufficient size that includes the RD5 zoning district that meets the minimum density requirement within its own boundaries. The requested revised setbacks accommodate the building living area/porch front yard setback to 12.5 feet. The building area reduced setback provides "living area forward" and recessed garage area. The rear yard setback to 10 feet for single story and 15 feet for two story will provide a covered patio area "California Room" for the homeowners. The rear elevations include an offset so that a portion of the rear elevation will meet the original rear setback of 20 percent of the lot depth.

- C. **Finding:** That the proposed development is compatible with existing and proposed land uses in the surrounding area.

Evidence: The proposed development is compatible with the existing and the approved adjacent Eastside property subdivision land uses and consistent with the General Plan and Sunridge Specific Plan in that they both allow for this type of development.

- D. **Finding:** That any exceptions to, or deviation from, the use, density, requirements or design standards of the Land Use Zone in which the property is located, or of Title II of the Sacramento Code are justified by the design of the development or by the substantial energy savings proposed pursuant to Section 110-65(b). In case of a residential area, the rearrangement of dwellings and the mixing of dwelling types shall be justified by larger and more usable open spaces.

Evidence: The site is physically suitable for the proposed density of development. The Douglas 98 subdivision includes a variety of homes to include alley loaded and front loaded homes and a range of home sizes. The proposed revision to the building setbacks includes the front yard (building) setback and the rear yard setback. The existing Douglas 98 approved homes include different front yard building setbacks ranging from 10 feet to 16 feet. Therefore, the requested 12.5 feet front yard (building) setback is consistent with the existing approved homes for the area. The rear yard setback is consistent with the minimum limit for the Sunridge Specific Plan.

- E. **Finding:** That there is adequate assurance that all public improvements will be installed at the scheduled times, as required by Public Works.

Evidence: The project conditions of approval provide a time schedule for all public improvements as required by Public Works. In addition, infrastructure is currently being installed on site.

- F. **Finding:** That there is adequate assurance that the development schedule will be met.

Evidence: Douglas 98 includes a Development Agreement that has an expiration time. The improvements for Douglas 98 subdivision within the Acacia at Cypress area are currently being installed.

- G. **Finding:** That the existing or proposed utility services are adequate for the uses and population densities proposed.

Evidence: The existing and proposed utilities are adequate for the uses and population density proposed.

3. The Design Review is approved, subject to the Major Design Review Package and the Conditions of Approval; supported by the following Findings and Evidence, as required by Zoning Code Section 23.141.070:

- A. **Finding:** The proposed project is consistent with the objectives of the General Plan, complies with applicable zoning regulations, Specific Plan provisions, and special planning area provisions, and is consistent with the applicable Rancho Cordova Design Guidelines.

Evidence: The General Plan designation for the subdivision is Low Density Residential (LDR). The LDR zone is generally characterized by single-family detached. The proposed single-family project site is zoned RD-5 with lots, on average, approximately 5,775 square feet consistent with the General Plan designation. Therefore, the project is consistent with the Sunridge Specific Plan regarding density. The project follows all zoning regulations with the request of the Special Development Permit for the revised setbacks as well as the applicable Rancho Cordova Design Guidelines including height regulations and architectural detail requirements.

- B. **Finding:** The proposed architecture, site design, and landscape are suitable for the purposes of the building and the site and will enhance the character of the neighborhood and community.

Evidence: Woodside Homes is presenting a design package which includes four (4) different floor plans with three elevations per plan and three color schemes. Variations in colors and materials along with living spaces forward of the garage will create a vibrant and welcoming streetscape. Conditions of Approval have been developed to alternate between sizes and architectural styles throughout the neighborhood to emphasize street variation.

- C. **Finding:** The architecture, including the character, scale, and quality of the design, relationship with the site and other buildings, building materials, screening of exterior

ITEM 11.1.

ATTACHMENT 1

appurtenances, exterior lighting and signing, and similar elements establishes a clear design concept and is compatible with the character of existing or anticipated buildings on adjoining and nearby properties.

Evidence: The proposed architecture and landscaping are consistent with the Sunridge Specific Plan design standards and the City Design Guidelines. The applicant has provided 4 different floor plans. Floor plans ranging from 2,395 to 3,519 square feet in size. A clear design concept is shown for each elevation and each design provides consistent characteristics of each stated style. All elevations and architectural style palettes are included in the Design Review Package.

- D. **Finding:** The proposed project will not create conflicts with vehicular, bicycle, or pedestrian transportation modes of circulation.

Evidence: The subdivision map was approved prior to this Design Review action. Vehicular, bicycle, and pedestrian circulation were studied and accepted as part of that prior approval. This Design Review approval will not impede any of the approved transportation modes.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on this 2nd day of November, 2020 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

David M. Sander, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk

Acacia at Cypress
Woodside Homes
Electronic Color Book

Color Schemes
10.15.2020



ITEM 11.1.

ATTACHMENT 2 Exhibit A to the Resolution

PAINT: PPG		09.03.20 Original Date
ROOF: Boral		10.08.20
METAL ROOF: Taylor Metal Products		
STONE: El Dorado & Cultured Stone		

MODERN CALIFORNIA RANCH ELEVATION A	Scheme 1	Scheme 2	Scheme 3
ROOF <i>SAXONY 900 SHAKE</i>	1FBCJ4070 SEA PEARL BLEND	1FBCF3214 SHADOW BROWN	1FBCJ3181 SMOKEY TOPAZ BLEND
METAL ROOF	WEATHERED ZINC	MEDIUM BRONZE	VINTAGE
STUCCO	10-07 BAY OF FUNDY	12-26 ASSATEAGUE SAND	1100-2 ADOBE WHITE
LAP SIDING	1009-5 PHOENIX FOSSIL	14-27 TRUE KHAKI	15-09 ANTELOPE
TRIM	1010-1 PEGASUS	14-23 EDELWEISS	1006-1 GYPSUM
TRIM PANEL FASCIA GARAGE DOOR	1010-1 PEGASUS	14-23 EDELWEISS	15-18 INTROSPECTIVE
ENTRY DOOR	16-30 MUTED COPPER	1033-5 GRAY HERON	1039-4 PACHYDERM
STONE: <i>El Dorado Stone Ledgecut33, Drystack</i>	WHITECAP	BIRCH	OCEAN FLOOR
TRIM AT STONE	1006-3 EARLY EVENING	1023-4 DESERT DUNE	1097-4 DUSTY TRAIL

Notes:

- *All non-decorative items such as meter doors & non-decorative vents are to be painted the surrounding color.
- *Paint breaks to be turned at inside corner unless otherwise indicated.
- * Metal roof vents to be painted to match the darkest color from the roofing blend.
- *El Dorado & Cultured Stone: HEATHER JOHNSTONE (209) 843-3351 or Heather.Johnstone@boral.com
- *Boral Roof : Please Contact Rita Torres (562) 400-9634 or Rita.Torres@boral.com

09.03.20 Original Date
10.08.20

MODERN FARMHOUSE ELEVATION B	Scheme 4	Scheme 5	Scheme 6
ROOF <i>SAXONY 900 SHAKE</i>	1FBCF1430 CHARCOAL BLEND	1FBCJ4072 SAHARA QUARTZ BLEND	1FBCF1132 CHARCOAL BROWN BLEND
METAL ROOF	CHARCOAL GREY	WEATHERED ZINC	VINTAGE
STUCCO	1020-1 ATRIUM WHITE	1033-3 SILENT STORM	1101-4 ROCKY CLIFFS
BOARD & BATTEN SIDING	1020-1 ATRIUM WHITE	PPG10-06 THUNDERBOLT	1071-6 PRAIRIE FIRE
TRIM TRIM PANEL FASCIA GARAGE DOOR	1020-1 ATRIUM WHITE	1001-1 DELICATE WHITE	12-13 CAMEL TAN
ENTRY DOOR	1011-7 ONYX	1068-6 NUTMEG	1012-7 BLACK FOREST

Notes:

*All non-decorative items such as meter doors & non-decorative vents are to be painted the surrounding color.

*Paint breaks to be turned at inside corner unless otherwise indicated.

* Metal roof vents to be painted to match the darkest color from the roofing blend.

*El Dorado & Cultured Stone: HEATHER JOHNSTONE (209) 843-3351 or Heather.Johnstone@boral.com

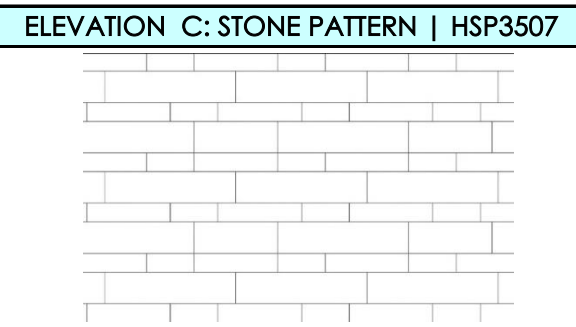
*Boral Roof : Please Contact Rita Torres (562) 400-9634 or Rita.Torres@boral.com

09.03.20 Original Date
10.08.20

MODERN PRAIRIE ELEVATION C	Scheme 7	Scheme 8	Scheme 9
ROOF <i>SAXONY 900 SLATE</i>	1FACS1132 CHARCOAL BROWN BLEND	1FACS0330 APPALACHIAN BLEND	1FACS1430 CHARCOAL BLEND
STUCCO	1024-4 MOTH GRAY	14-26 HIDEAWAY	1021-2 SYNCHRONICITY
LAP SIDING	16-07 SOUTHERN WOOD	1039-3 MIRROR MIRROR	1007-6 COOL CHARCOAL
TRIM FASCIA GARAGE DOOR	15-30 ROASTED CHESTNUT	14 -24 DOGWOOD BLOSSOM	1007-1 WILLOW SPRINGS
ENTRY DOOR	1034-6 BLUE BLOOD	1002-7 PHANTOM MIST	1115-5 PINE TRAIL
STONE: <i>Cultured Stone</i> <i>Pattern # HSP3507, Drystack</i>	HEWN FOUNDATION CULTURED STONE	HEWN FOUNDATION CULTURED STONE	HEWN TALUS CULTURED STONE
TRIM AT STONE :	1097-4 DUSTY TRAIL	1007-4 HOT STONE	1023-4 DESERT DUNE

Notes:

- *All non-decorative items such as meter doors & non-decorative vents are to be painted the surrounding color.
- *Paint breaks to be turned at inside corner unless otherwise indicated.
- * Metal roof vents to be painted to match the darkest color from the roofing blend.
- *El Dorado & Cultured Stone: HEATHER JOHNSTONE (209) 843-3351 or Heather.Johnstone@boral.com
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Roof Tile

Stucco

8" Lap Siding

Trim

Trim Panel |
Fascia | Garage Door

Entry Door

Stone



Roof Tile

Stucco

8" Lap Siding

Trim

Trim Panel |
Fascia | Garage Door

Entry Door

Stone



Roof Tile

Stucco

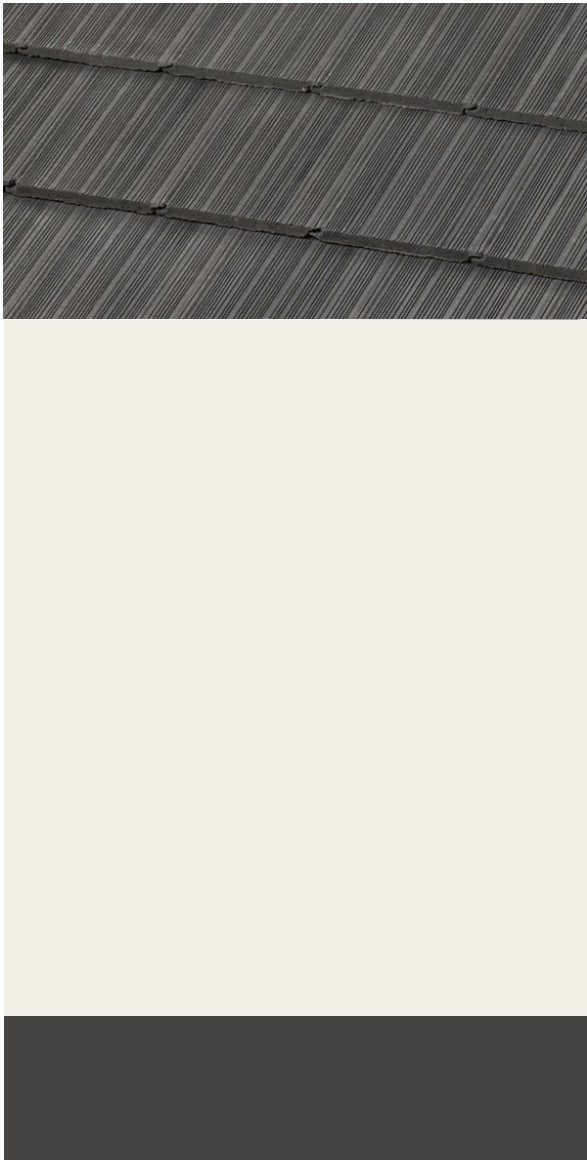
8" Lap Siding

Trim

Trim Panel |
Fascia | Garage Door

Entry Door

Stone



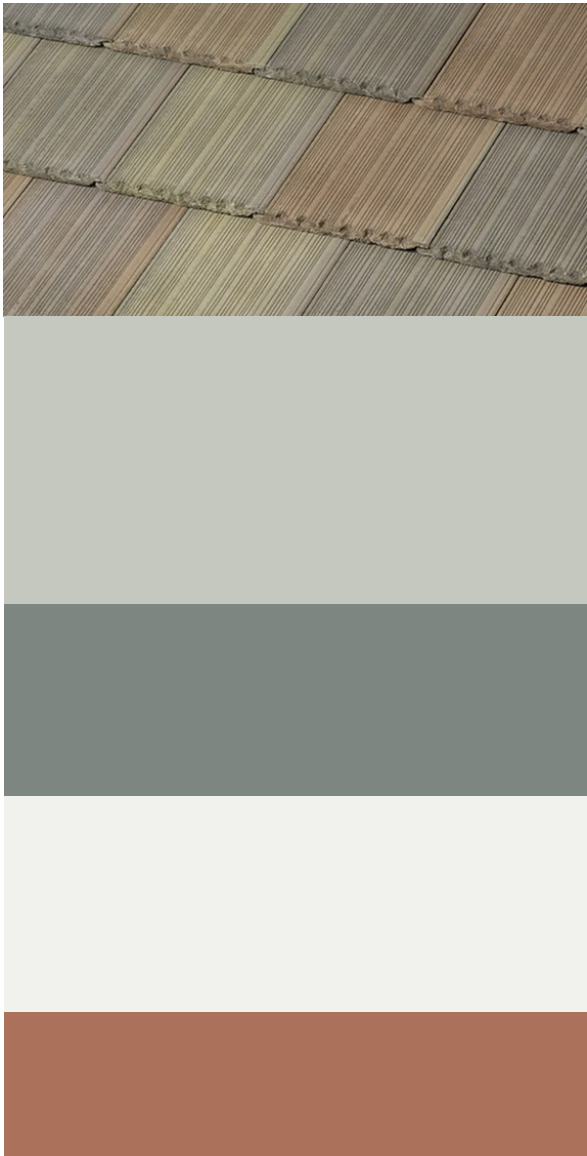
Roof Tile

Stucco

Board & Batten Siding

Trim | Trim Panel
Fascia | Garage Door

Entry Door



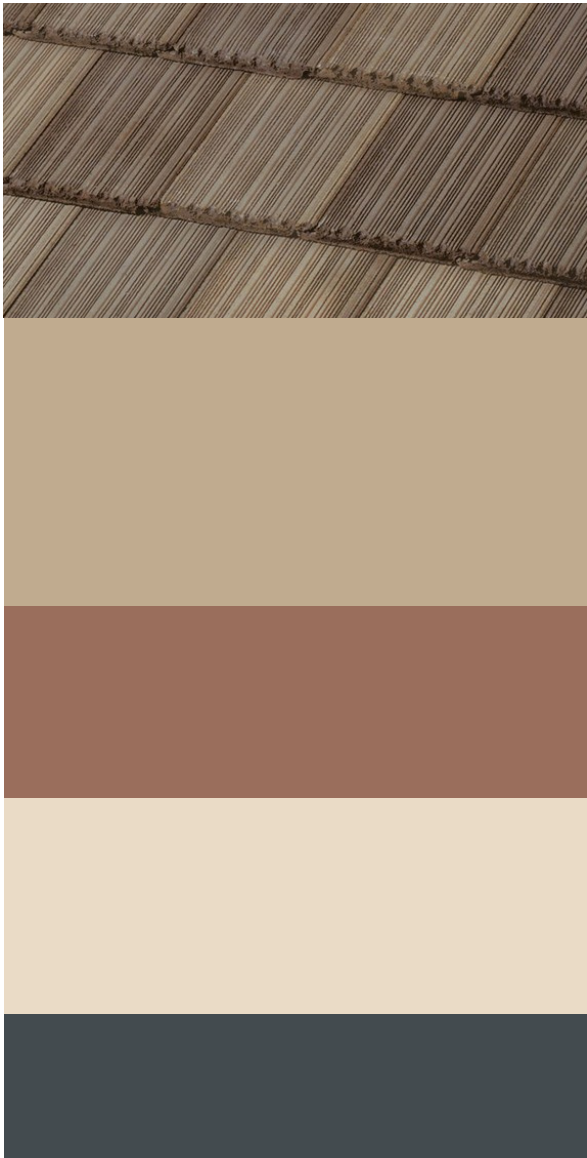
Roof Tile

Stucco

Board & Batten Siding

Trim | Trim Panel
Fascia | Garage Door

Entry Door



Roof Tile

Stucco

Board & Batten Siding

Trim | Trim Panel
Fascia | Garage Door

Entry Door

ITEM 11.1.

ATTACHMENT 2
Exhibit A to the Resolution
Acacia @ Cypress
Elevation C
Modern Prairie
Scheme 7



Roof Tile

Stucco

Lap Siding

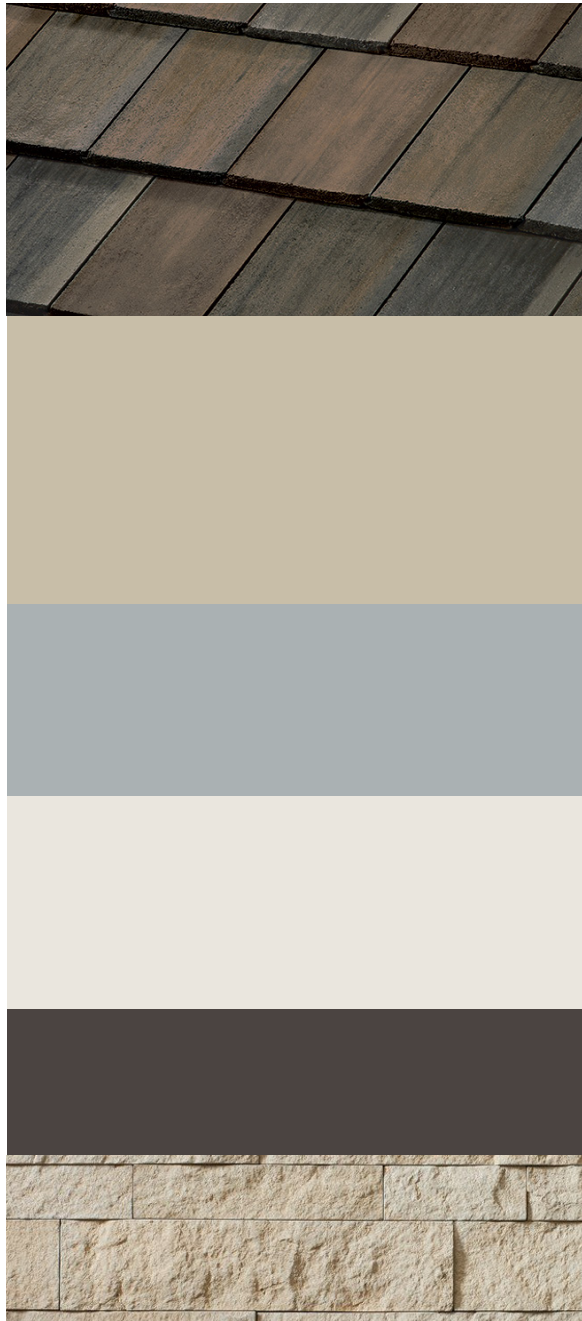
Trim
Fascia | Garage Door

Entry Door

Stone

ITEM 11.1.

ATTACHMENT 2
Exhibit A to the Resolution
Acacia @ Cypress
Elevation C
Modern Prairie
Scheme 8



Roof Tile

Stucco

Lap Siding

Trim
Fascia | Garage Door

Entry Door

Stone

ITEM 11.1.

ATTACHMENT 2
Exhibit A to the Resolution
Acacia @ Cypress
Elevation C
Modern Prairie
Scheme 9



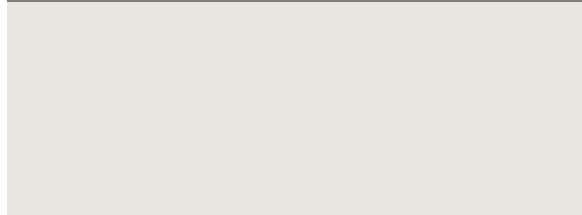
Roof Tile



Stucco



Lap Siding



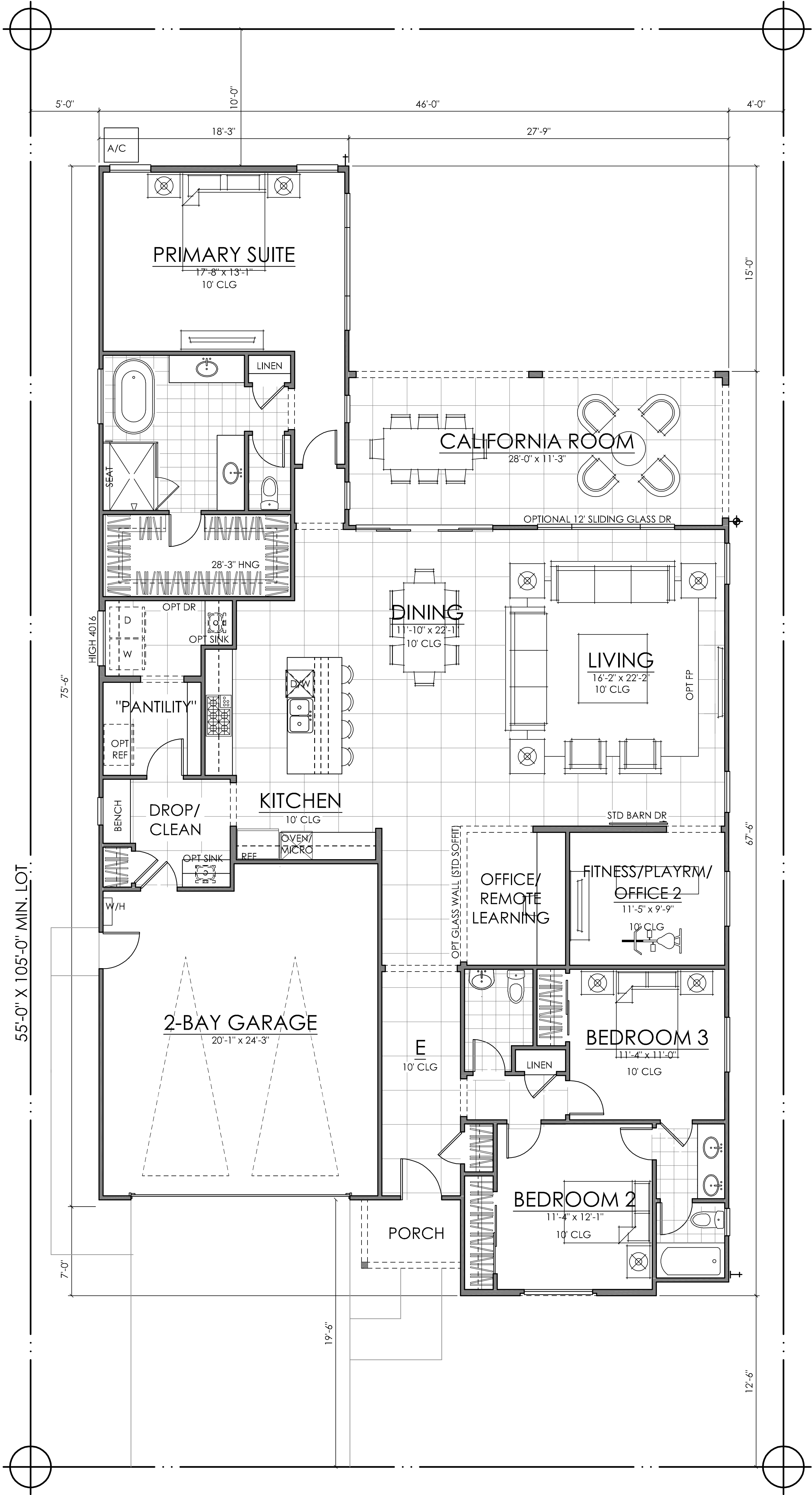
Trim
Fascia | Garage Door



Entry Door



Stone



FIRST FLOOR
TOTAL LIVING

2395 SQ. FT.
2395 SQ. FT.

PLAN ONE | 2395 SQ. FT.

ACACIA AT CYPRESS | WOODSIDE HOMES
RANCHO CORDOVA, CALIFORNIA

NOTE: SQUARE FOOTAGE MAY VARY BASED ON CALCULATION METHODS

WDSCA-2001

10.15.20



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FRONT ELEVATION 'A' - MODERN CALIFORNIA RANCH

SCALE: 1/4" = 1'-0"



FRONT ELEVATION 'B' - MODERN FARMHOUSE

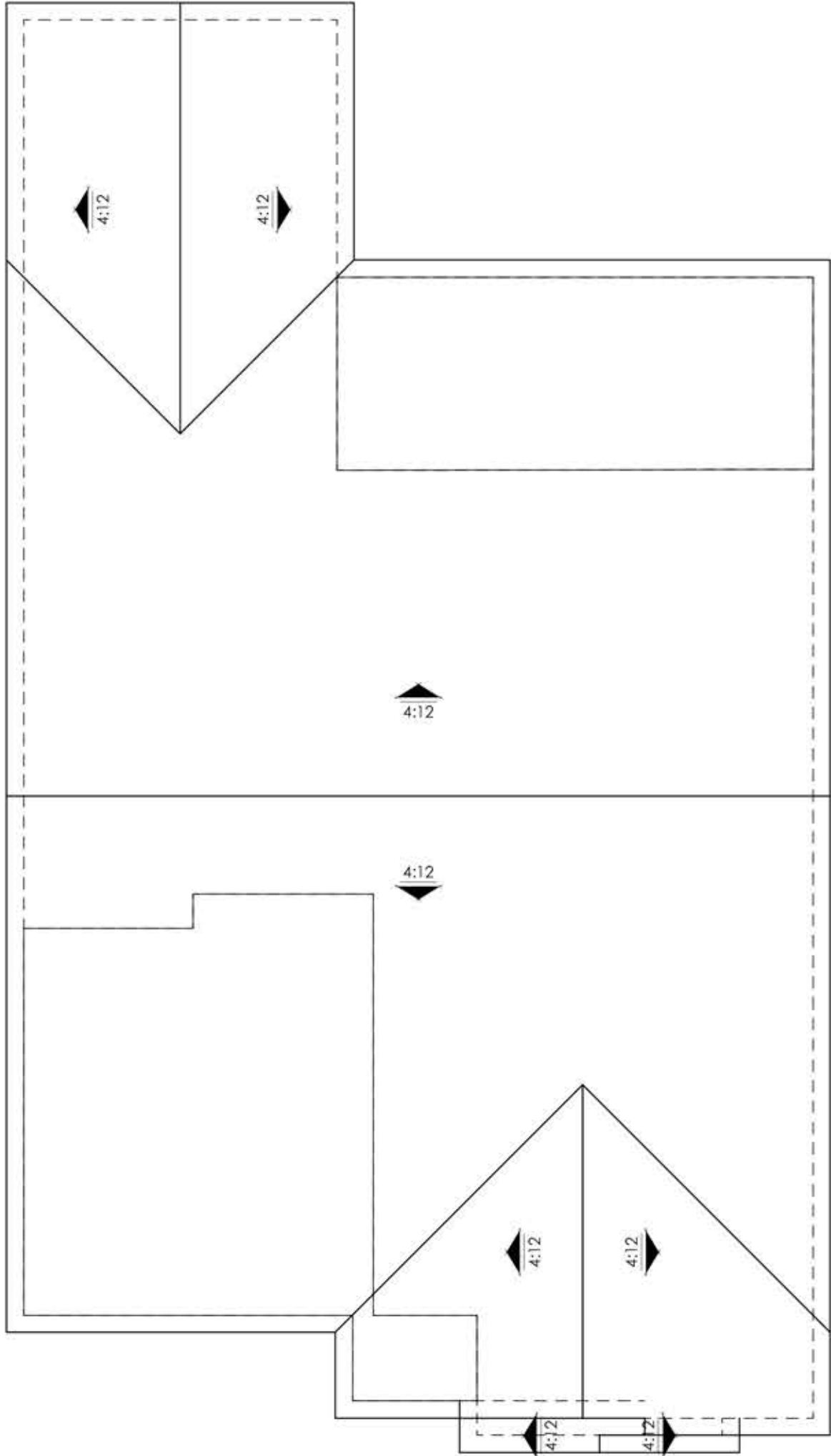
SCALE: 1/4" = 1'-0"



FRONT ELEVATION 'C' - MODERN PRAIRIE

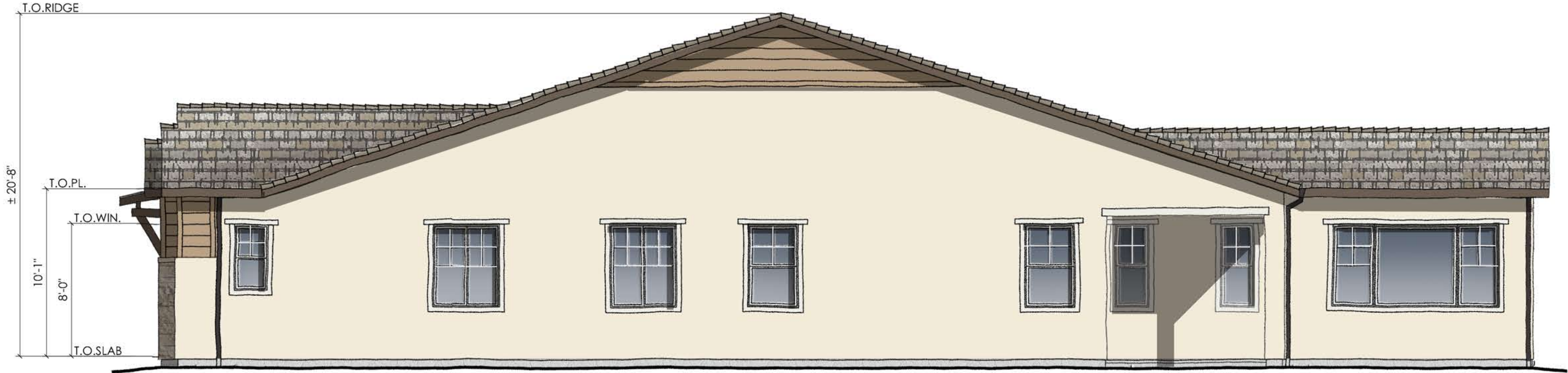
SCALE: 1/4" = 1'-0"

10.15.20



ROOF PLAN

SCALE: 1/8" = 1'-0"



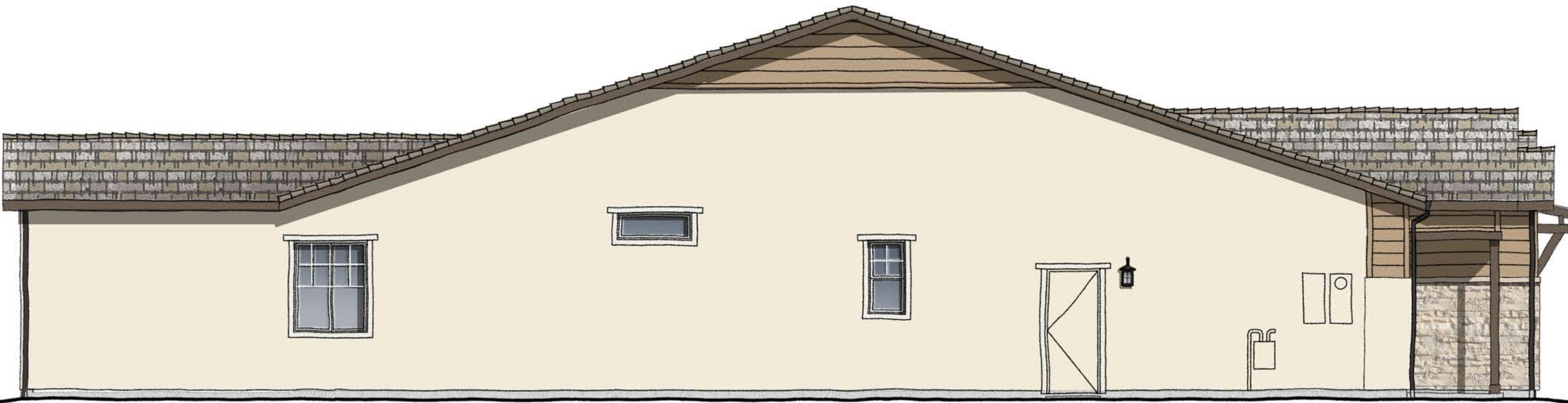
RIGHT ELEVATION

SCALE: 1/4" = 1'-0"



REAR ELEVATION

SCALE: 1/4" = 1'-0"



LEFT ELEVATION

SCALE: 1/4" = 1'-0"

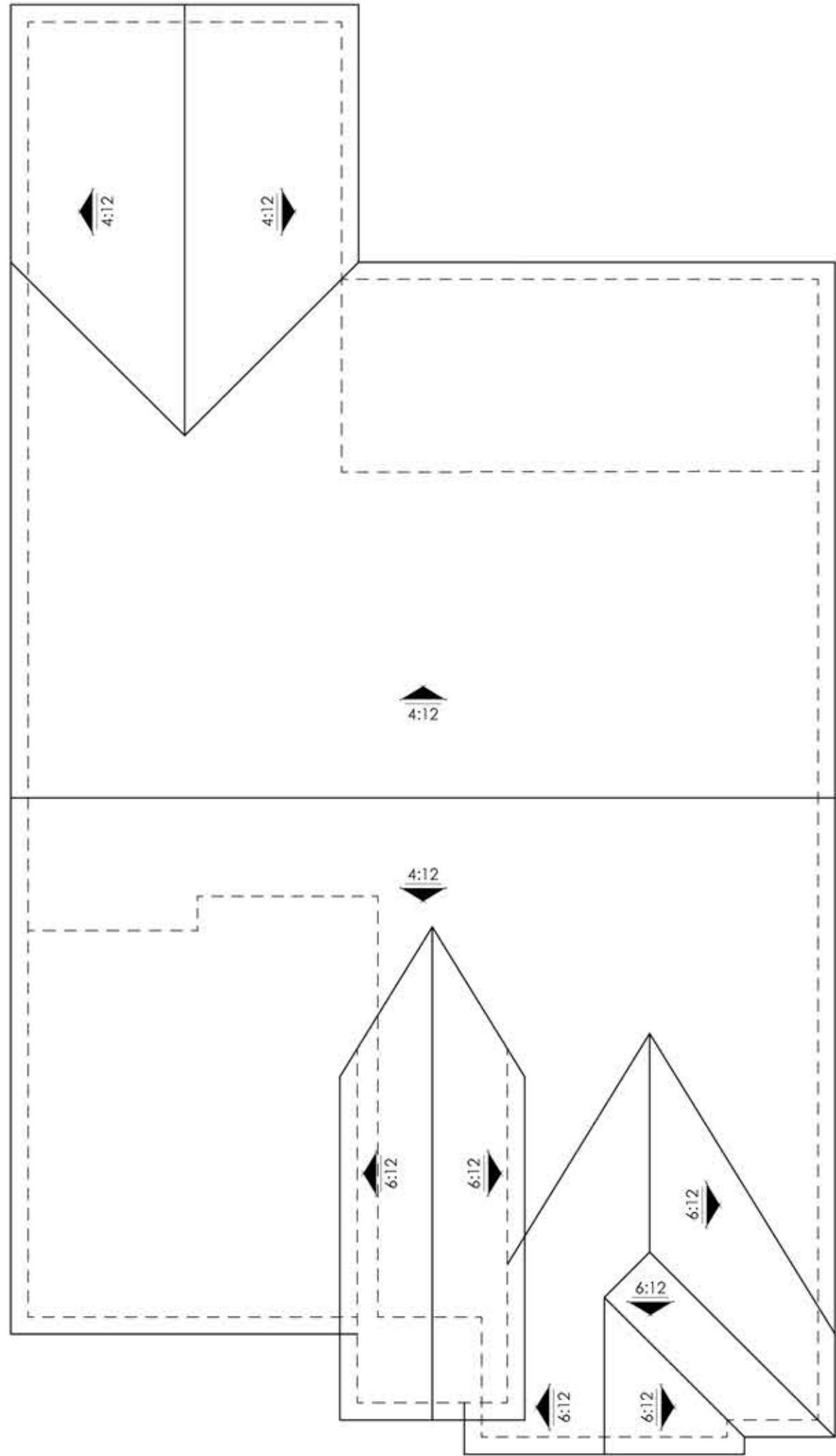
10.15.20

PLAN ONE | ELEVATION A | MODERN CALIFORNIA RANCH

ACACIA AT CYPRESS | WOODSIDE HOMES
RANCHO CORDOVA, CALIFORNIA

NOTE: SQUARE FOOTAGE MAY VARY BASED ON CALCULATION METHODS

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ROOF PLAN

SCALE: 1/8" = 1'-0"



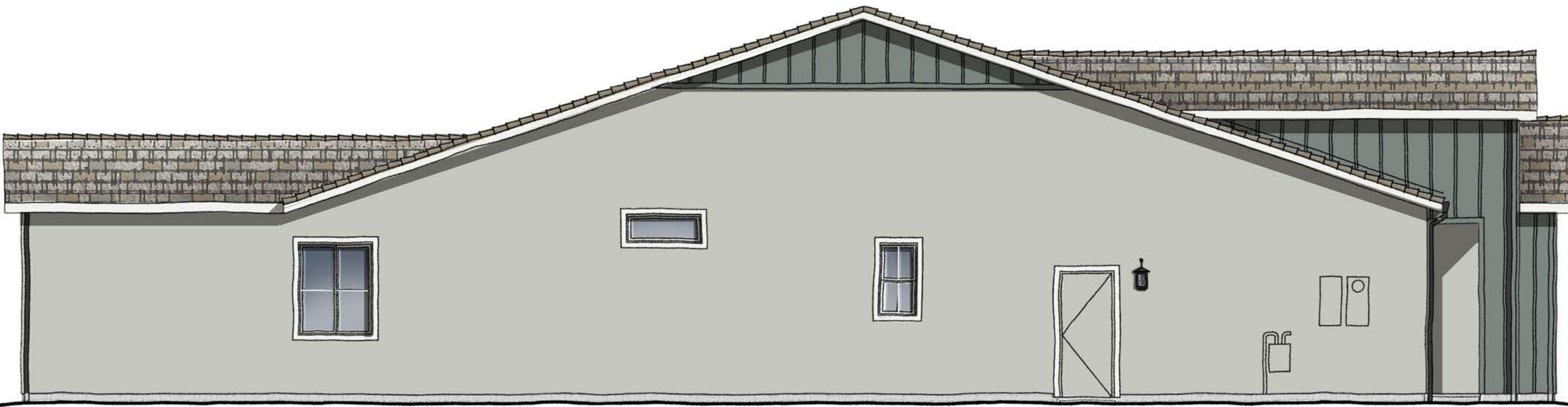
RIGHT ELEVATION

SCALE: 1/4" = 1'-0"



REAR ELEVATION

SCALE: 1/4" = 1'-0"



LEFT ELEVATION

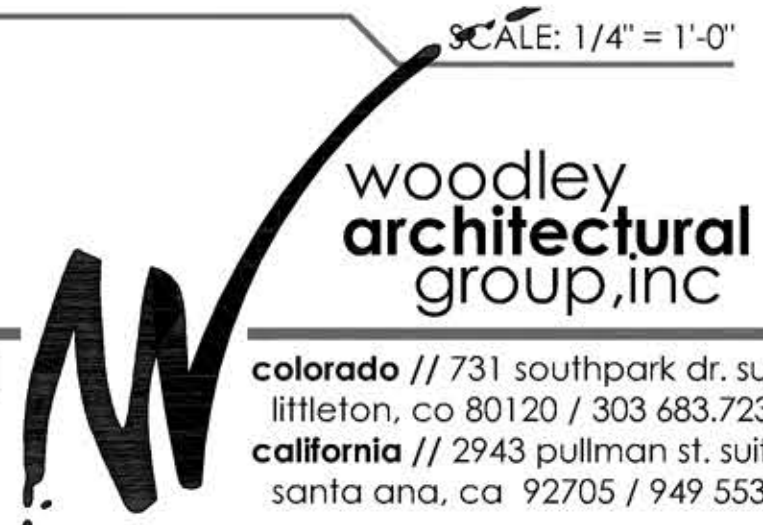
SCALE: 1/4" = 1'-0"

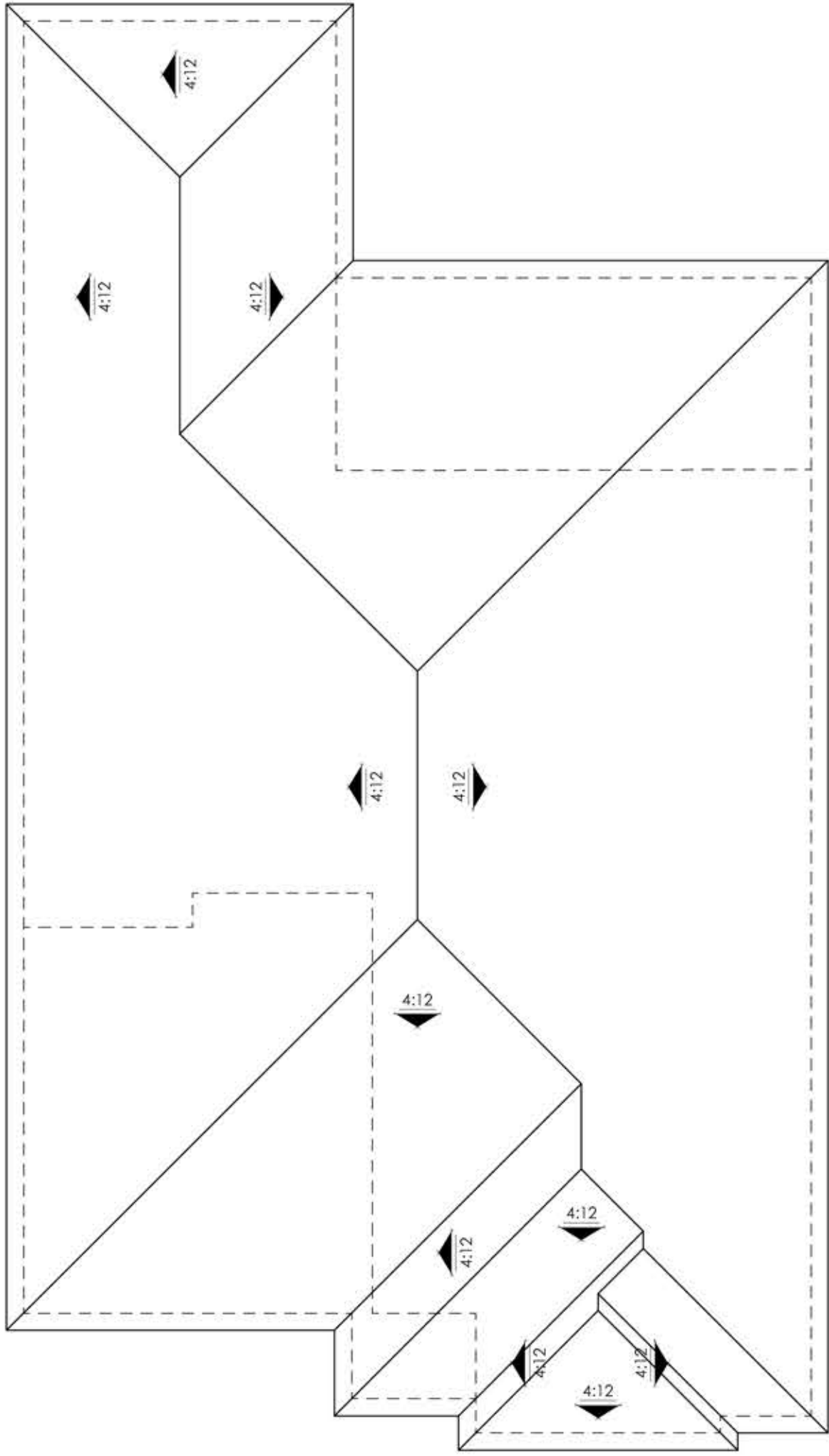
10.15.20

PLAN ONE | ELEVATION B | MODERN FARMHOUSE
ACACIA AT CYPRESS | WOODSIDE HOMES
RANCHO CORDOVA, CALIFORNIA



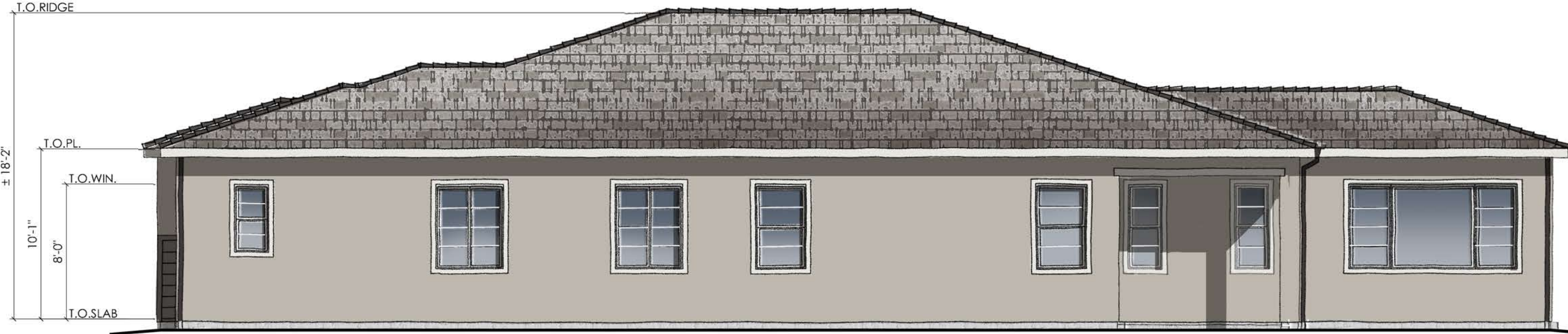
WDSKA-2001





ROOF PLAN

SCALE: 1/8" = 1'-0"



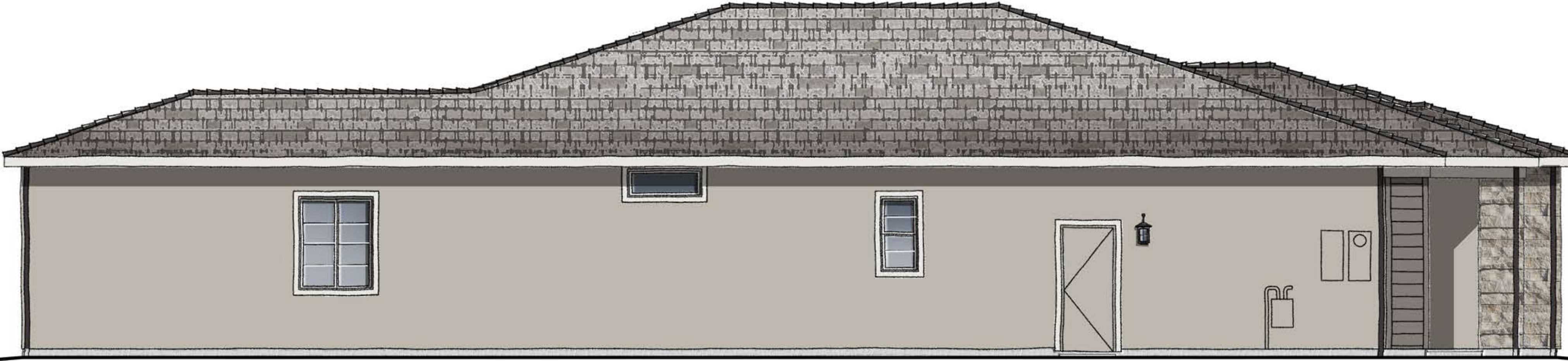
RIGHT ELEVATION

SCALE: 1/4" = 1'-0"



REAR ELEVATION

SCALE: 1/4" = 1'-0"

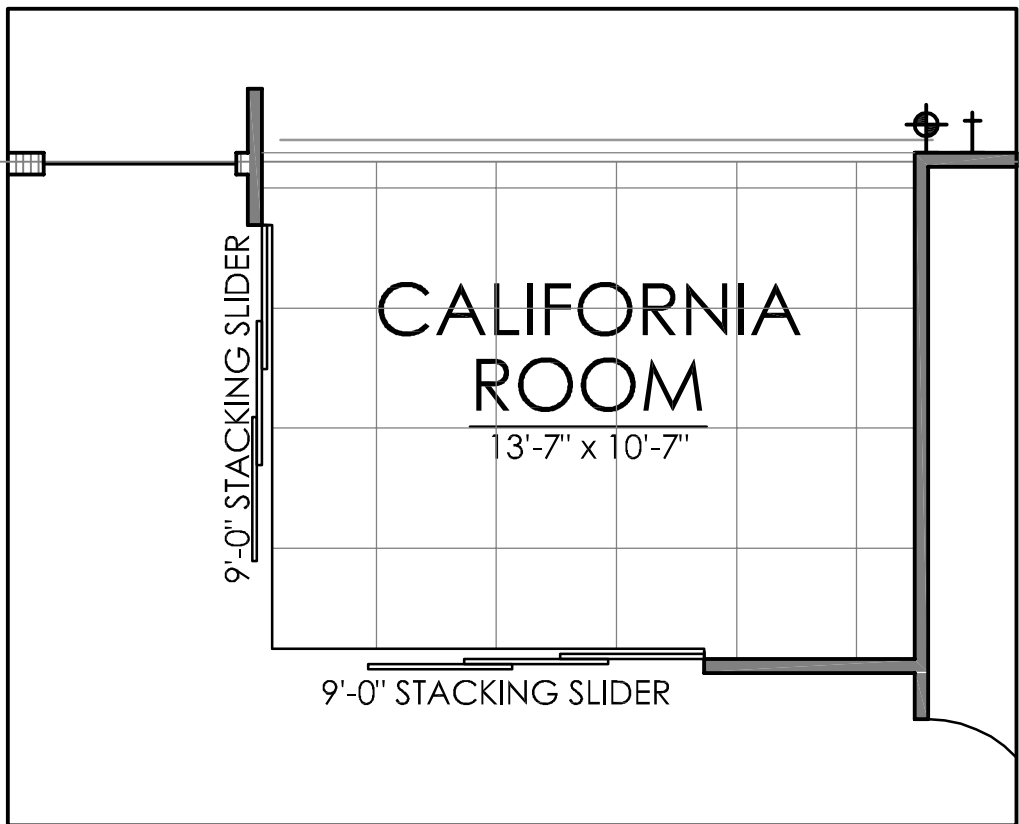
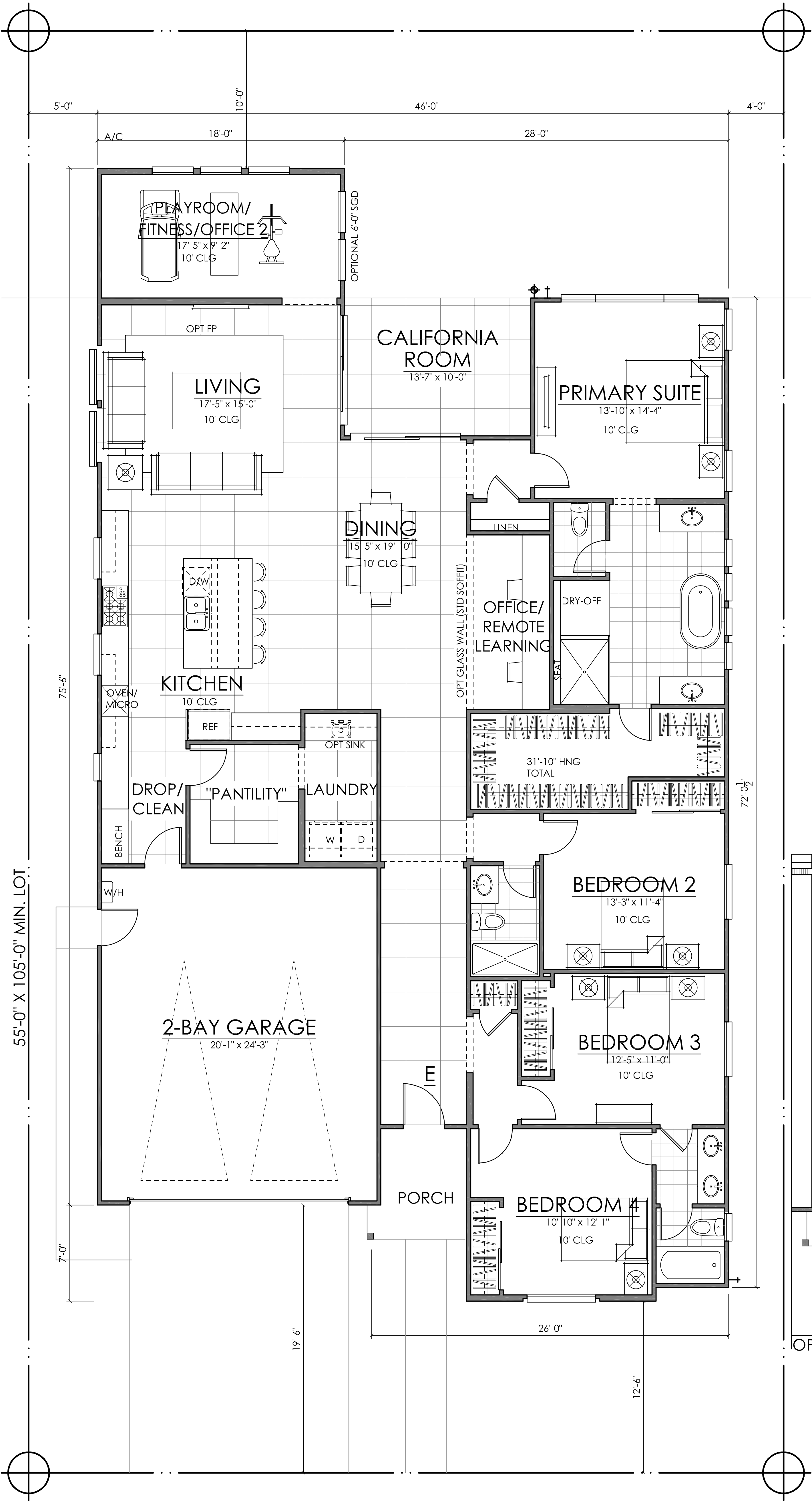


LEFT ELEVATION

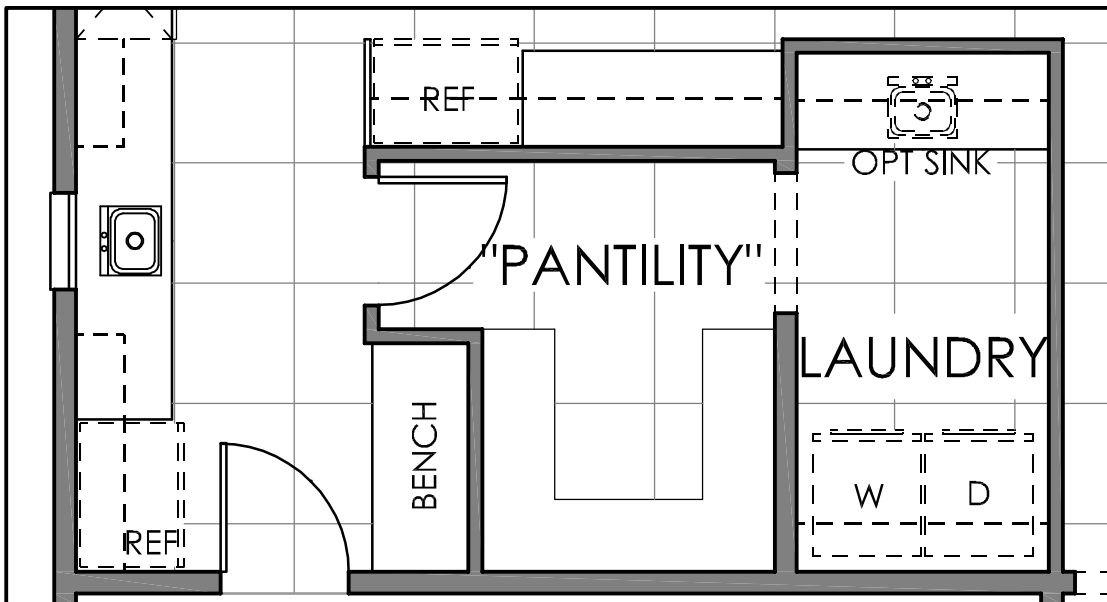
SCALE: 1/4" = 1'-0"

10.15.20

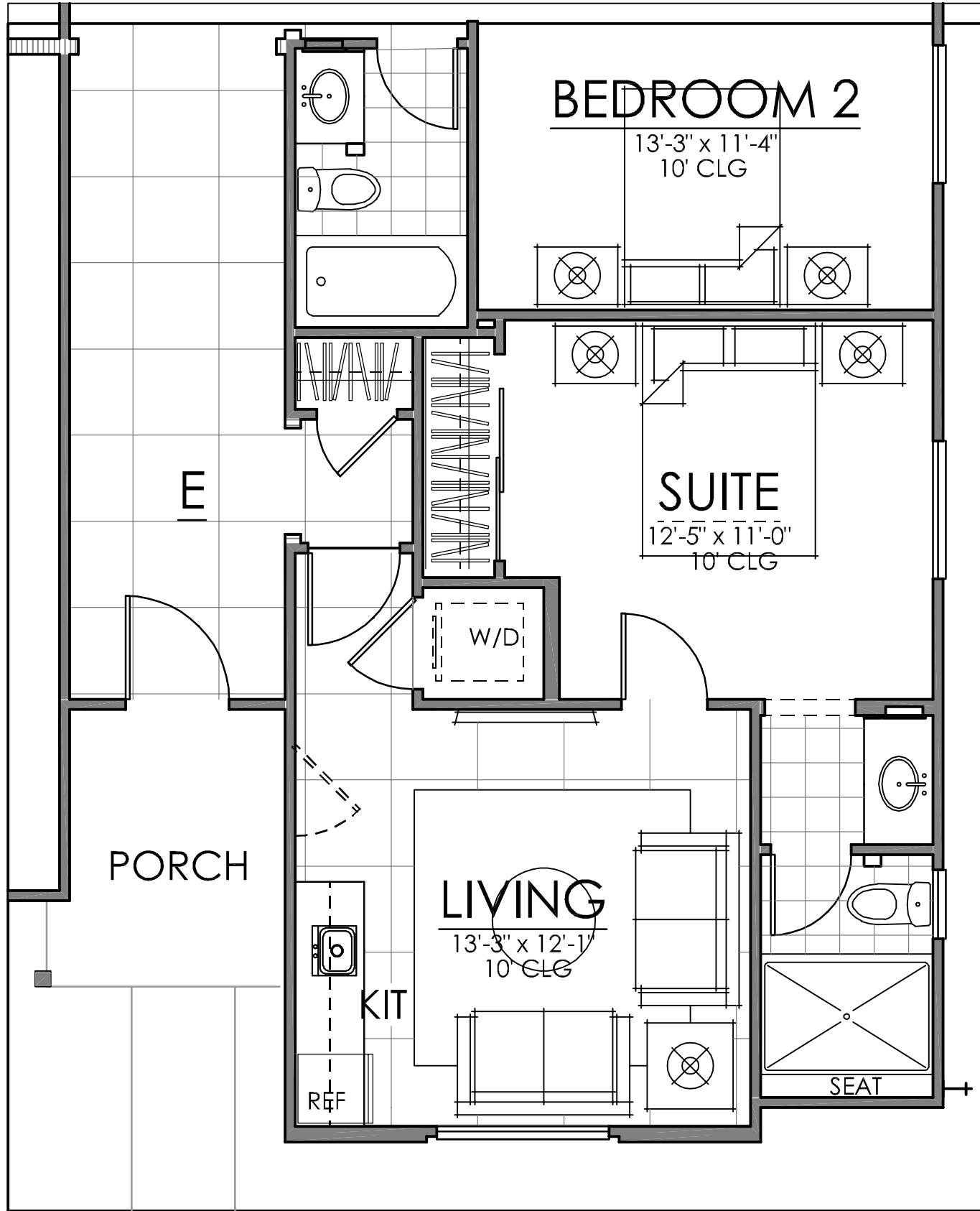
PLAN ONE | ELEVATION C | MODERN PRAIRIE
ACACIA AT CYPRESS | WOODSIDE HOMES
RANCHO CORDOVA, CALIFORNIA



OPTIONAL CORNER-MEET
STACKING SLIDERS



OPTIONAL BACK KITCHEN



OPTIONAL HOME PLUS SUITE

FIRST FLOOR
TOTAL LIVING

2662 SQ. FT.
2662 SQ. FT.

PLAN TWO | 2662 SQ. FT.

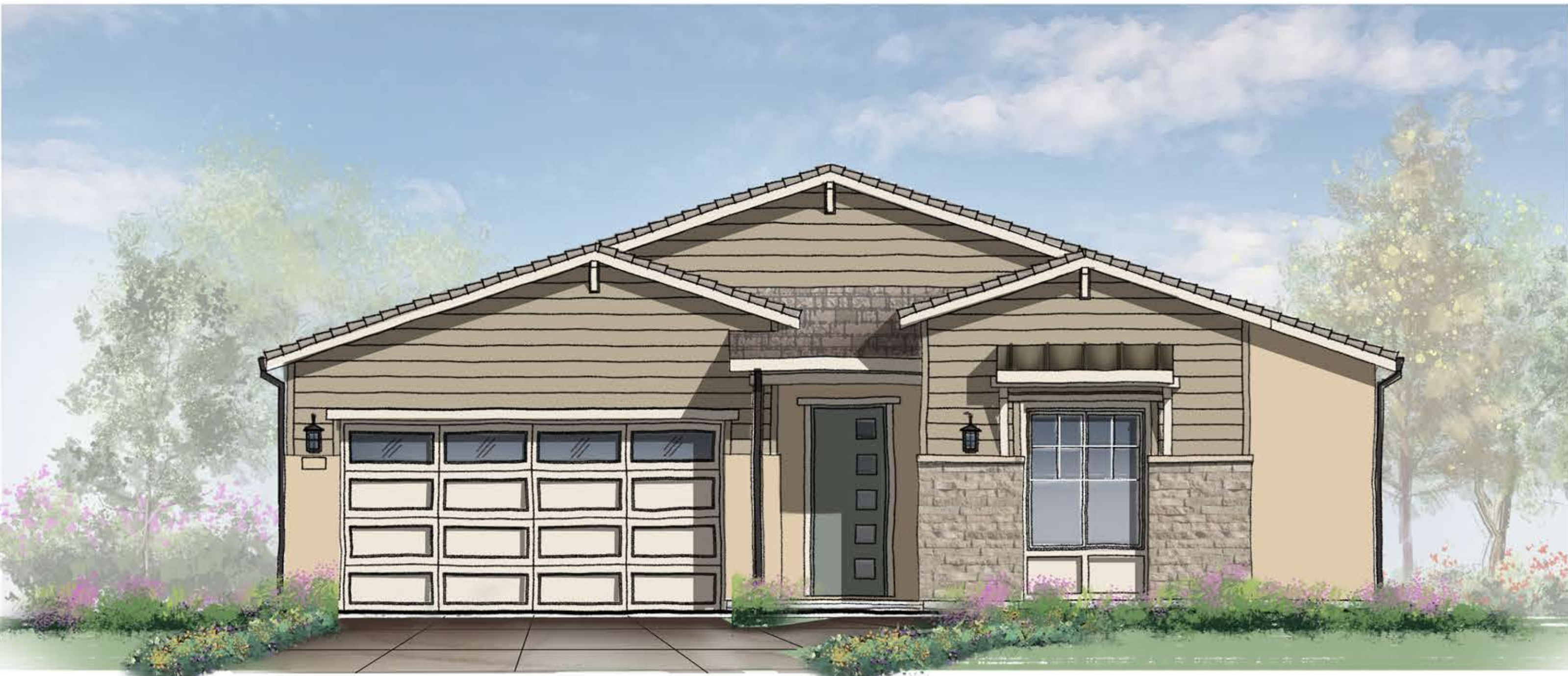
ACACIA AT CYPRESS | WOODSIDE HOMES
RANCHO CORDOVA, CALIFORNIA

NOTE: SQUARE FOOTAGE MAY VARY BASED ON CALCULATION METHODS

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FRONT ELEVATION 'A' - MODERN CALIFORNIA RANCH

SCALE: 1/4" = 1'-0"



FRONT ELEVATION 'B' - MODERN FARMHOUSE

SCALE: 1/4" = 1'-0"



FRONT ELEVATION 'C' - MODERN PRAIRIE

SCALE: 1/4" = 1'-0"

10.15.20

PLAN TWO | FRONT ELEVATIONS

ACACIA AT CYPRESS | WOODSIDE HOMES

RANCHO CORDOVA, CALIFORNIA

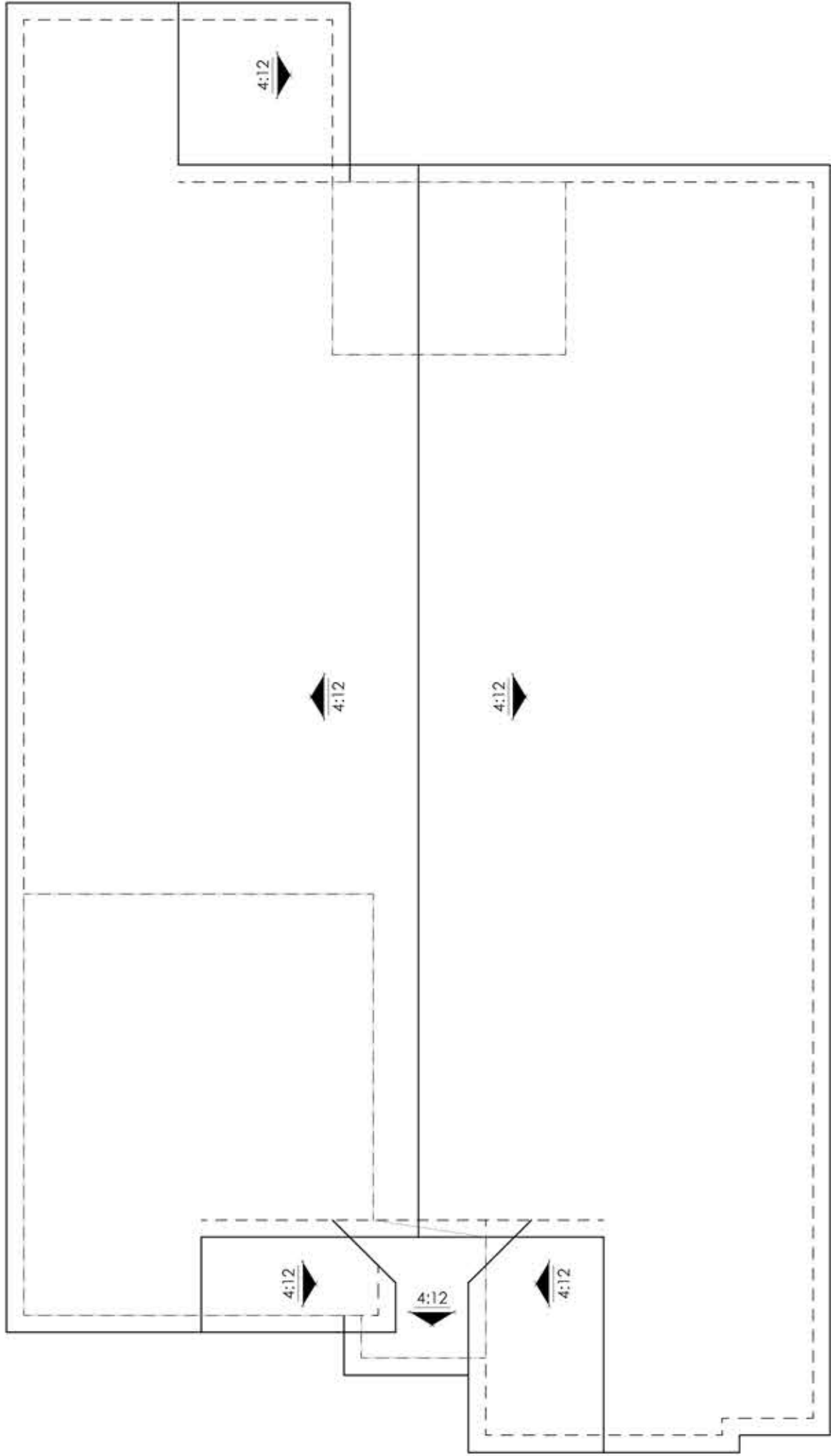
NOTE: SQUARE FOOTAGE MAY VARY BASED ON CALCULATION METHODS



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ROOF PLAN

SCALE: 1/8" = 1'-0"



RIGHT ELEVATION

SCALE: 1/4" = 1'-0"



REAR ELEVATION

SCALE: 1/4" = 1'-0"

LEFT ELEVATION

SCALE: 1/4" = 1'-0"

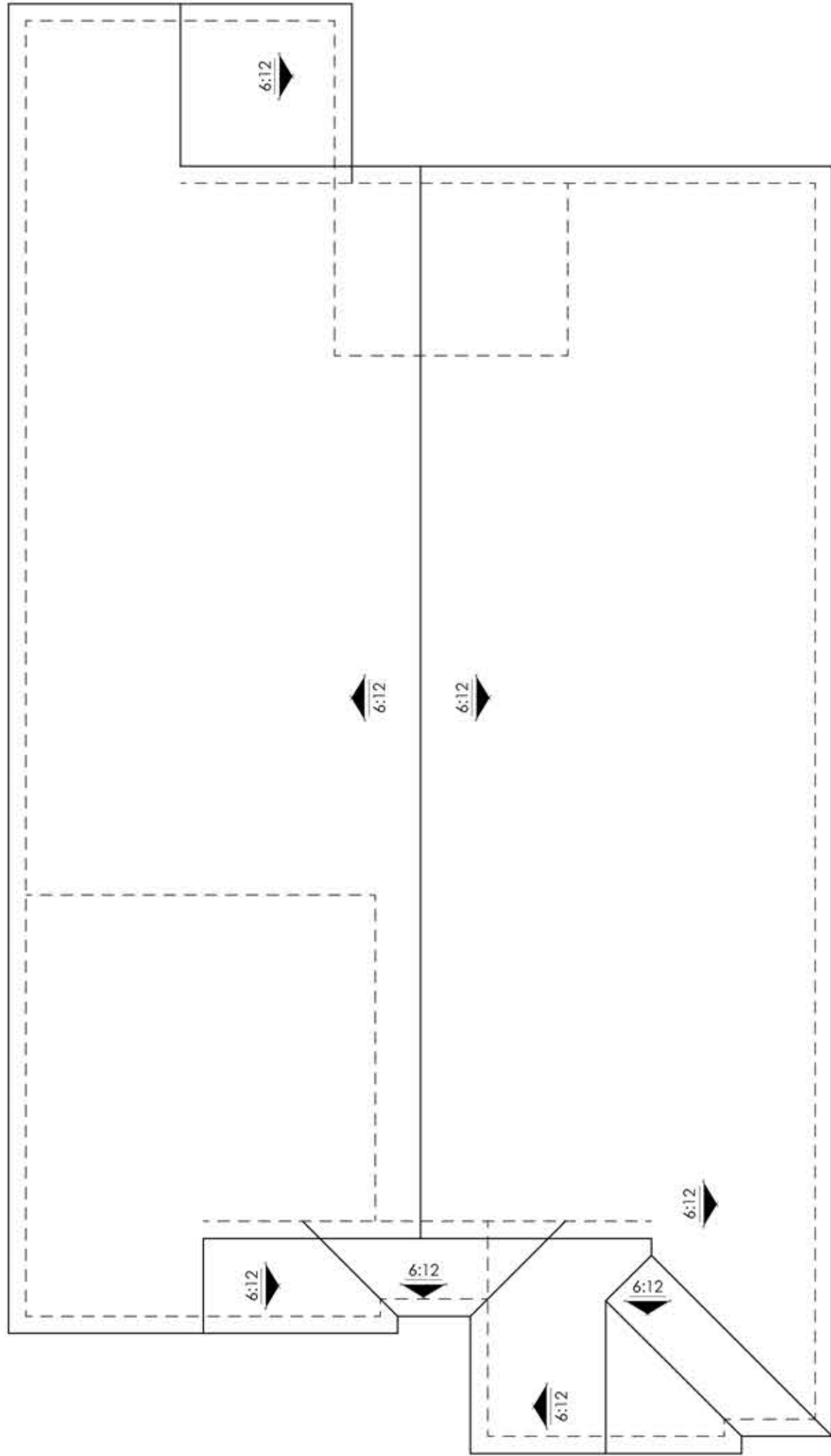
10.15.20

PLAN TWO | ELEVATION A | MODERN CALIFORNIA RANCH

ACACIA AT CYPRESS | WOODSIDE HOMES
RANCHO CORDOVA, CALIFORNIA

NOTE: SQUARE FOOTAGE MAY VARY BASED ON CALCULATION METHODS

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ROOF PLAN

SCALE: 1/8" = 1'-0"



RIGHT ELEVATION

SCALE: 1/4" = 1'-0"



REAR ELEVATION

SCALE: 1/4" = 1'-0"



LEFT ELEVATION

SCALE: 1/4" = 1'-0"

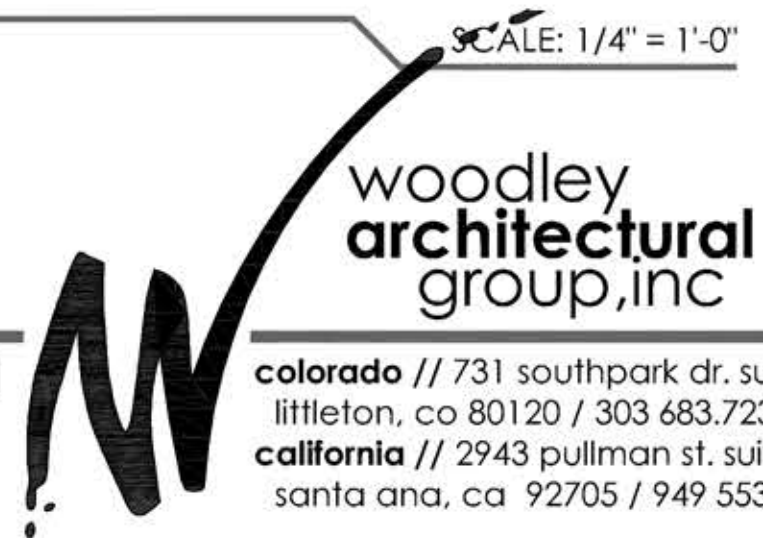
10.15.20

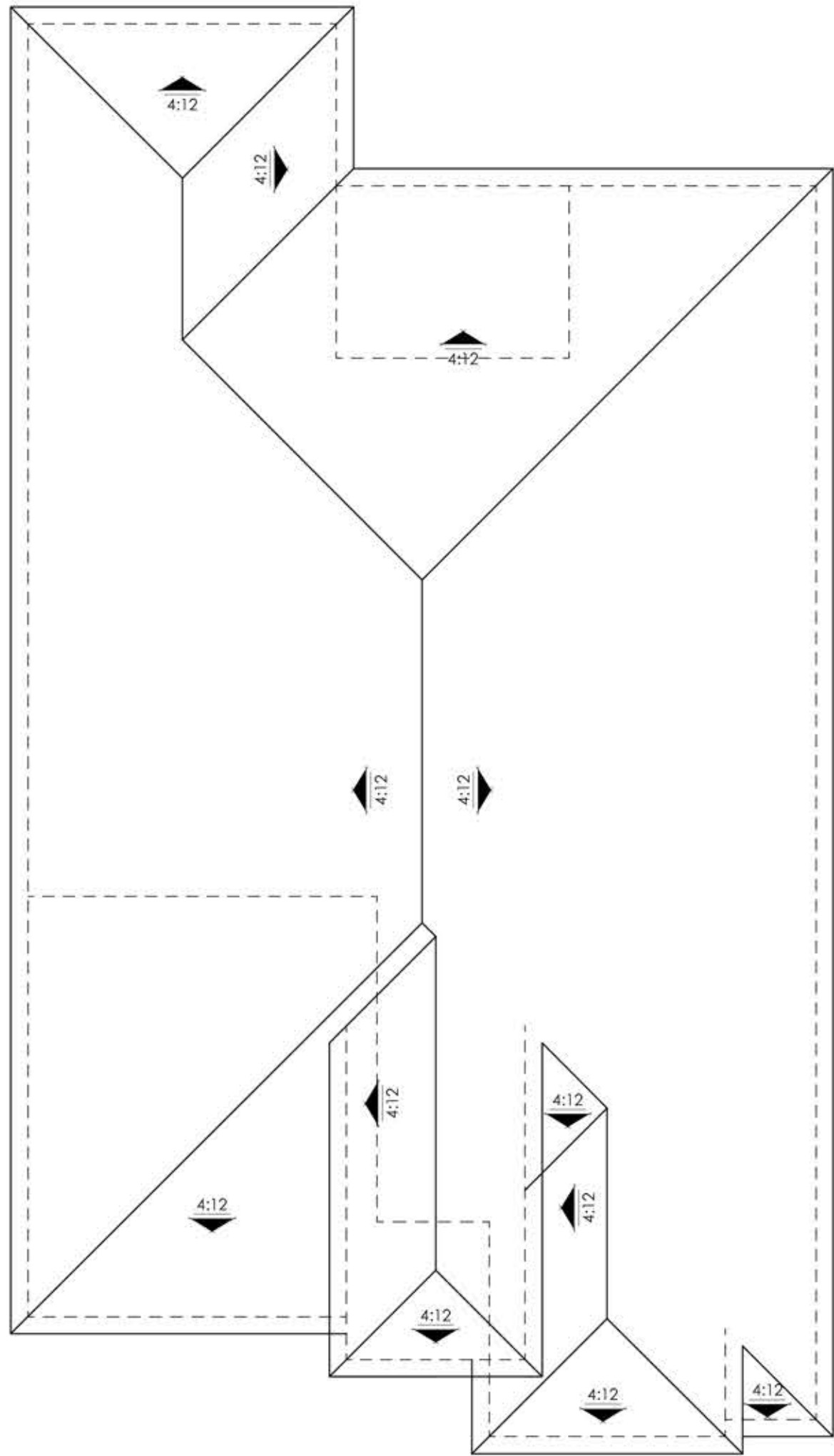
PLAN TWO | ELEVATION B | MODERN FARMHOUSE
ACACIA AT CYPRESS | WOODSIDE HOMES
RANCHO CORDOVA, CALIFORNIA



NOTE: SQUARE FOOTAGE MAY VARY BASED ON CALCULATION METHODS
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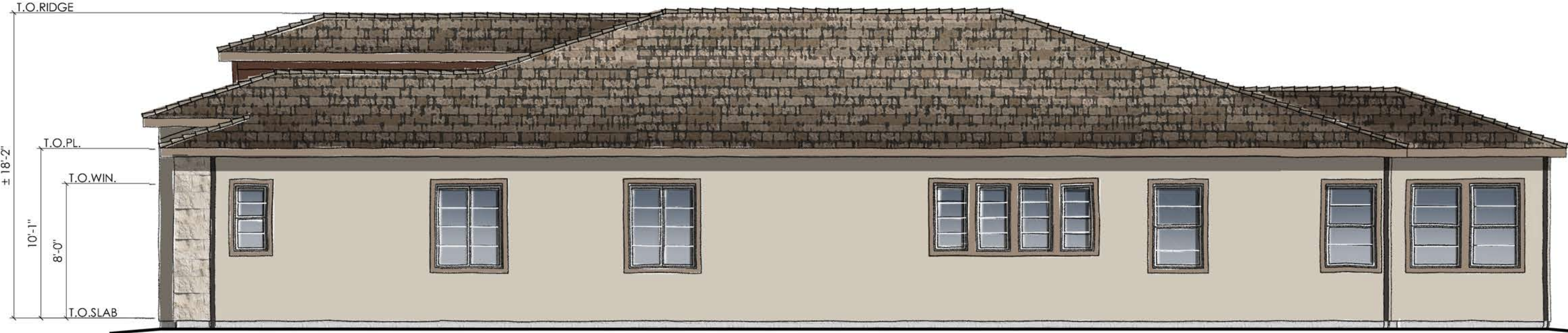
WDSKA-2001





ROOF PLAN

SCALE: 1/8" = 1'-0"



RIGHT ELEVATION

SCALE: 1/4" = 1'-0"



REAR ELEVATION

SCALE: 1/4" = 1'-0"



LEFT ELEVATION

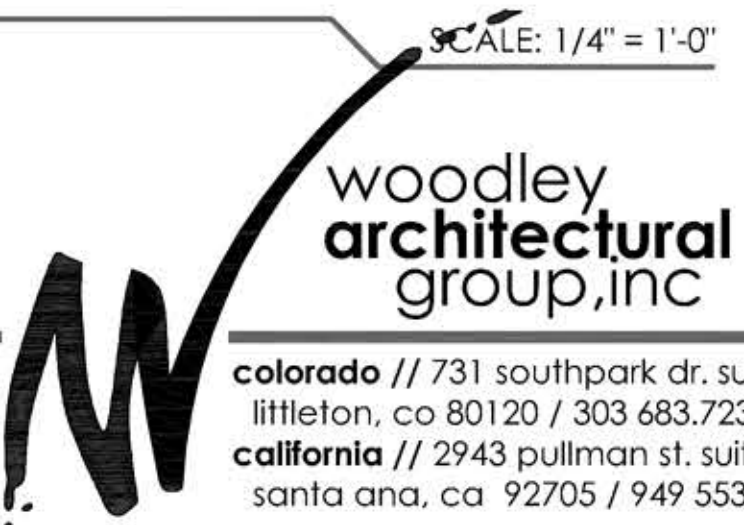
SCALE: 1/4" = 1'-0"

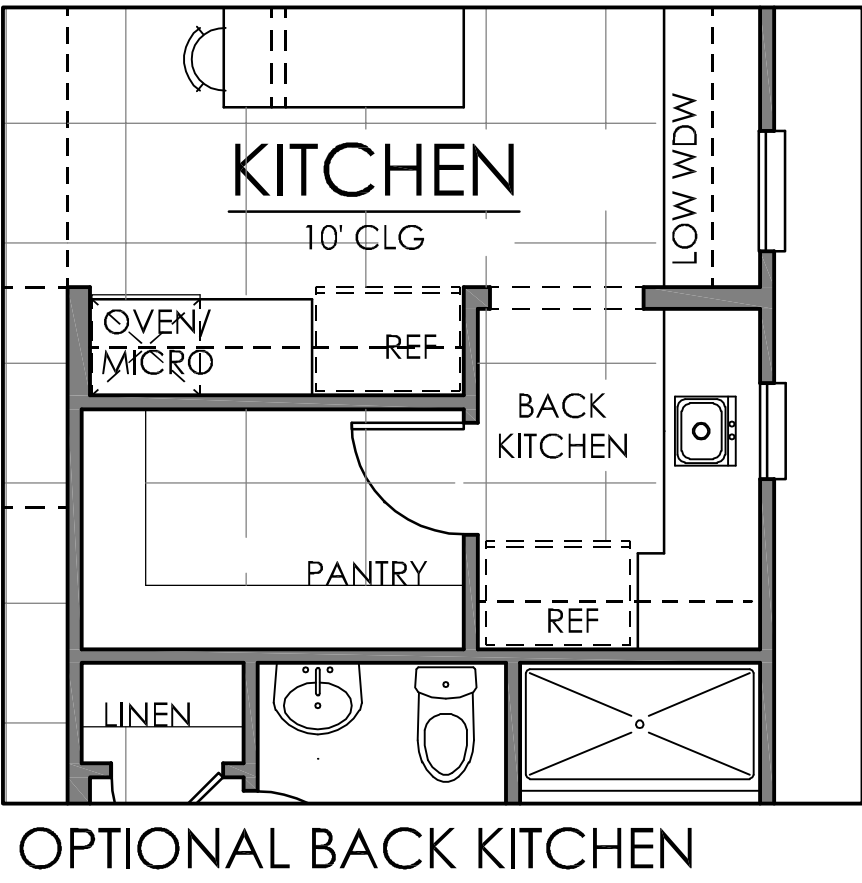
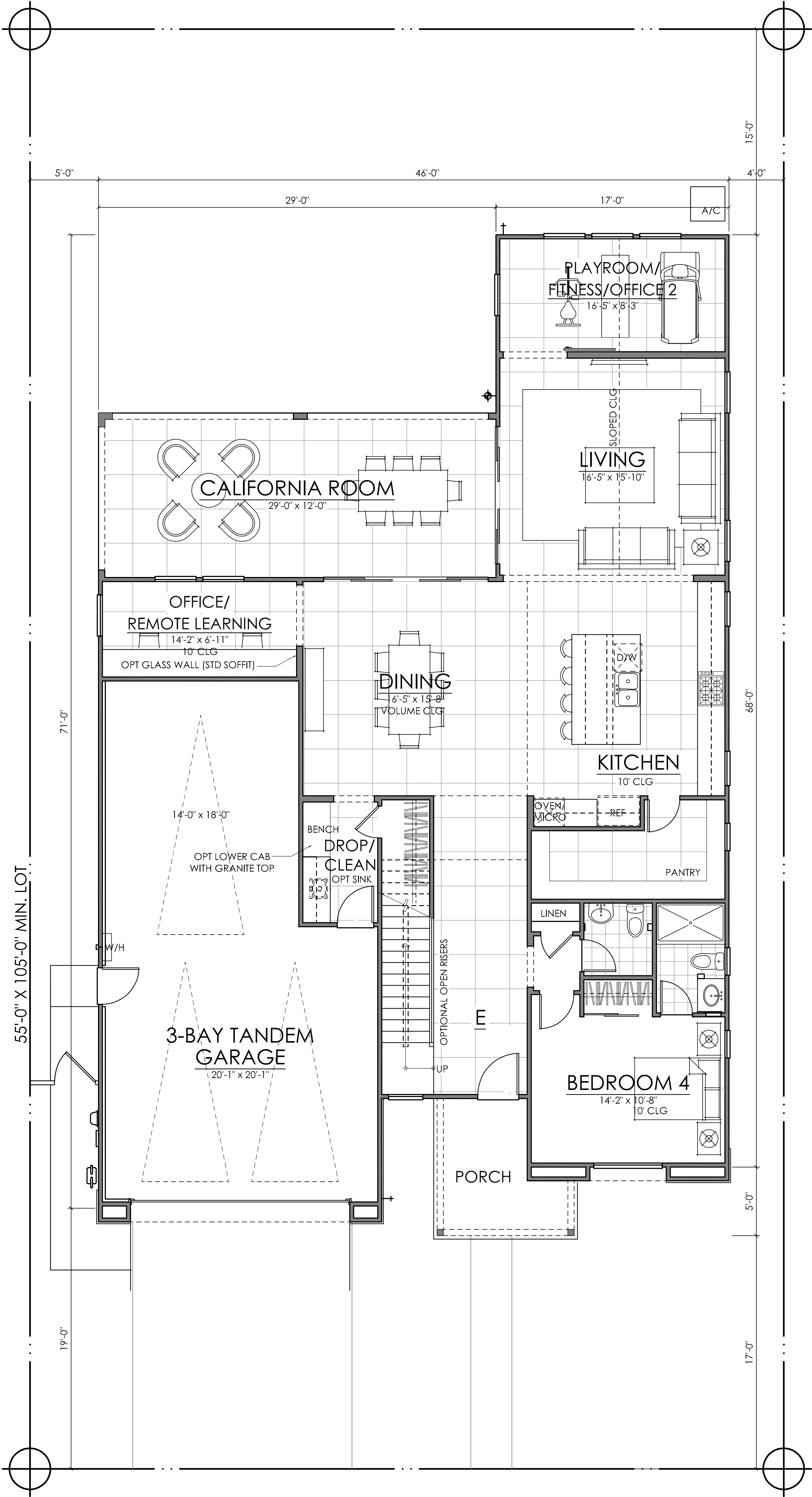
10.15.20

PLAN TWO | ELEVATION C | MODERN PRAIRIE
ACACIA AT CYPRESS | WOODSIDE HOMES
RANCHO CORDOVA, CALIFORNIA



WDSCA-2001





FIRST FLOOR1727 SQ. FT.

SECOND FLOOR1375 SQ. FT.

TOTAL LIVING3102 SQ. FT.

10.15.20

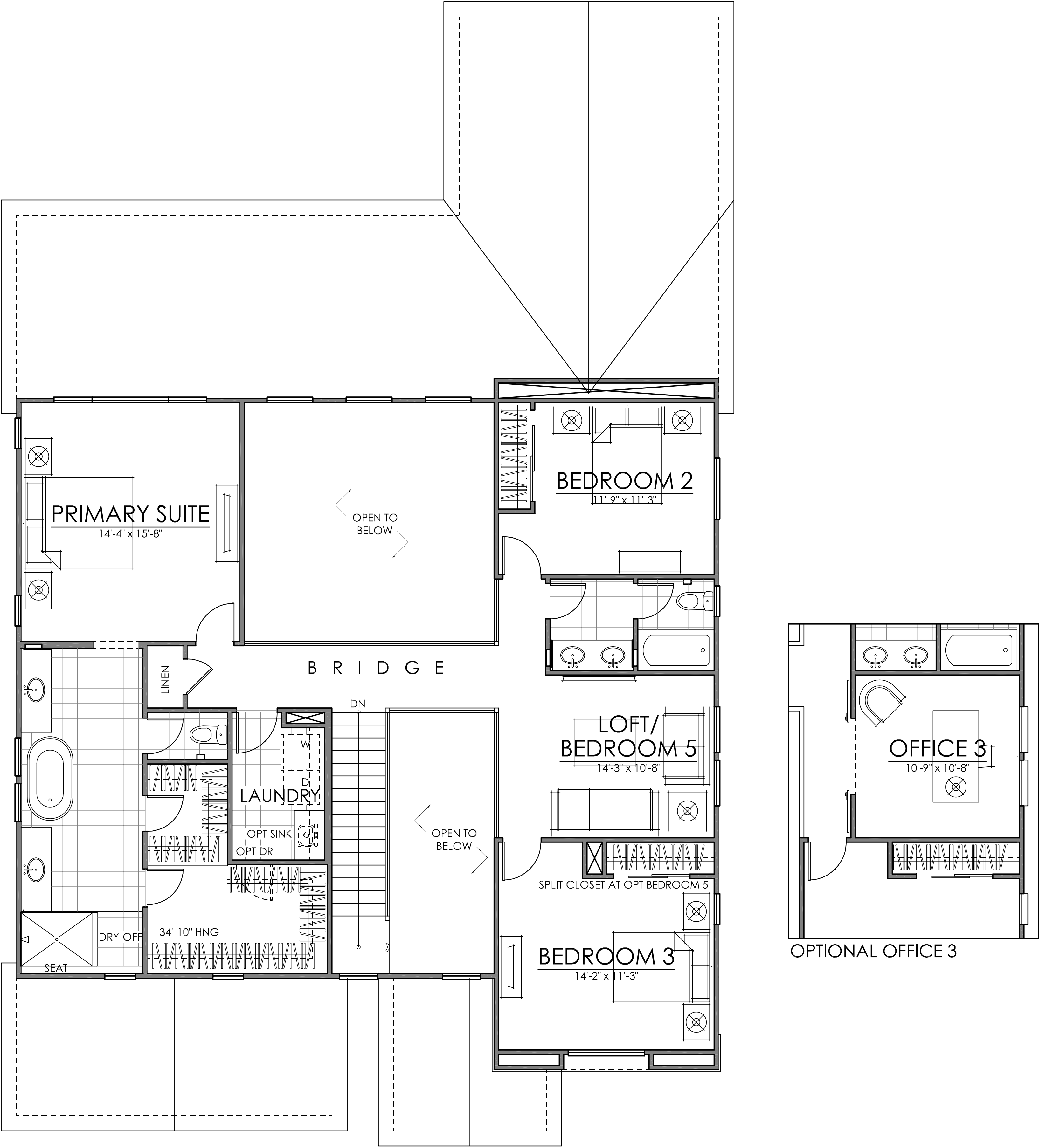
PLAN THREE | 3102 SQ. FT.

ACACIA AT CYPRESS | WOODSIDE HOMES

RANCHO CORDOVA, CALIFORNIA

WDSCA-2001





FIRST FLOOR 1727 SQ. FT.
SECOND FLOOR 1375 SQ. FT.
TOTAL LIVING 3102 SQ. FT.

PLAN THREE | 3102 SQ. FT.

ACACIA AT CYPRESS | WOODSIDE HOMES
RANCHO CORDOVA, CALIFORNIA

NOTE: SQUARE FOOTAGE MAY VARY BASED ON CALCULATION METHODS

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10.15.20





FRONT ELEVATION 'A' - MODERN CALIFORNIA RANCH

SCALE: 1/4" = 1'-0"



FRONT ELEVATION 'B' - MODERN FARMHOUSE

SCALE: 1/4" = 1'-0"



FRONT ELEVATION 'C' - MODERN PRAIRIE

SCALE: 1/4" = 1'-0"

10.15.20

PLAN THREE | FRONT ELEVATIONS

ACACIA AT CYPRESS | WOODSIDE HOMES

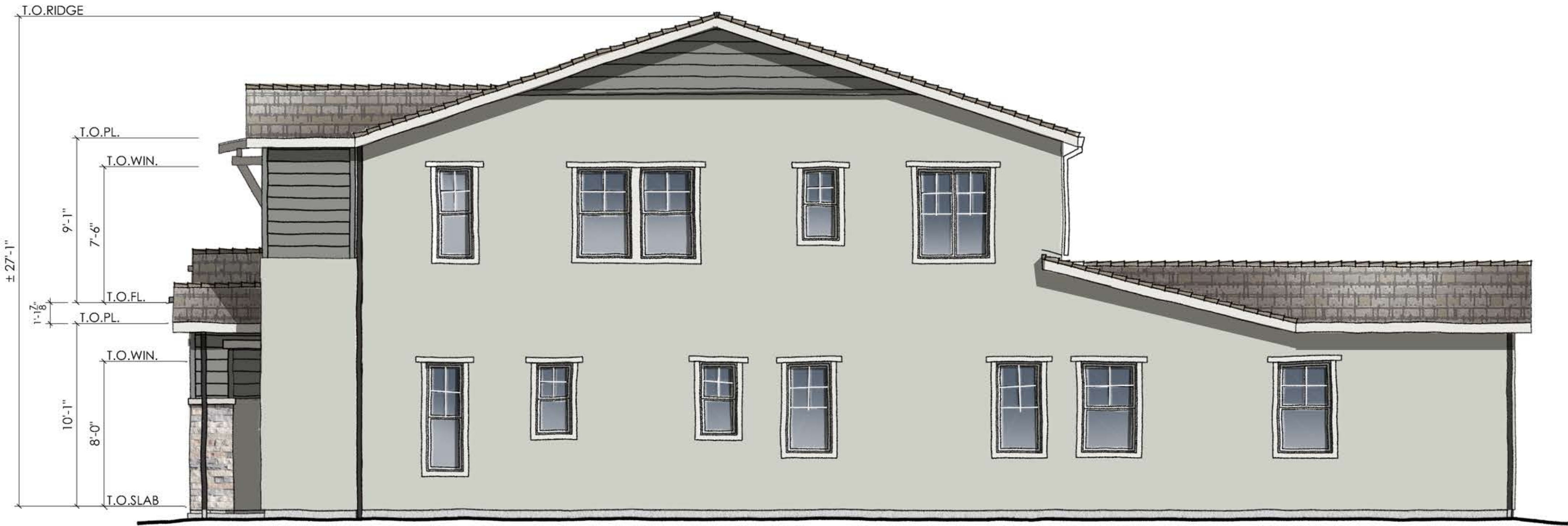
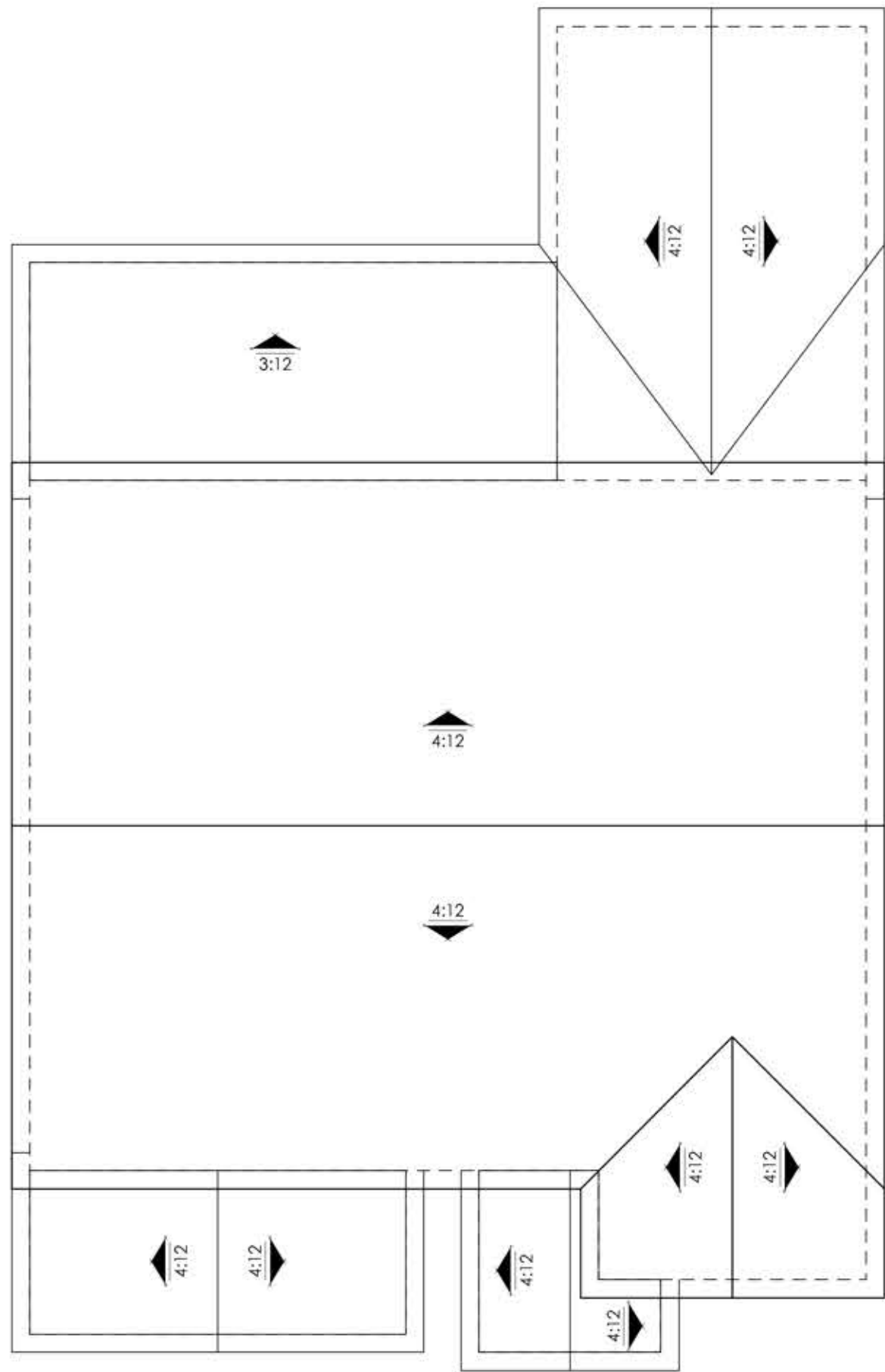
RANCHO CORDOVA, CALIFORNIA



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RIGHT ELEVATION

SCALE: 1/4" = 1'-0"

ROOF PLAN

SCALE: 1/8" = 1'-0"



REAR ELEVATION

SCALE: 1/4" = 1'-0"



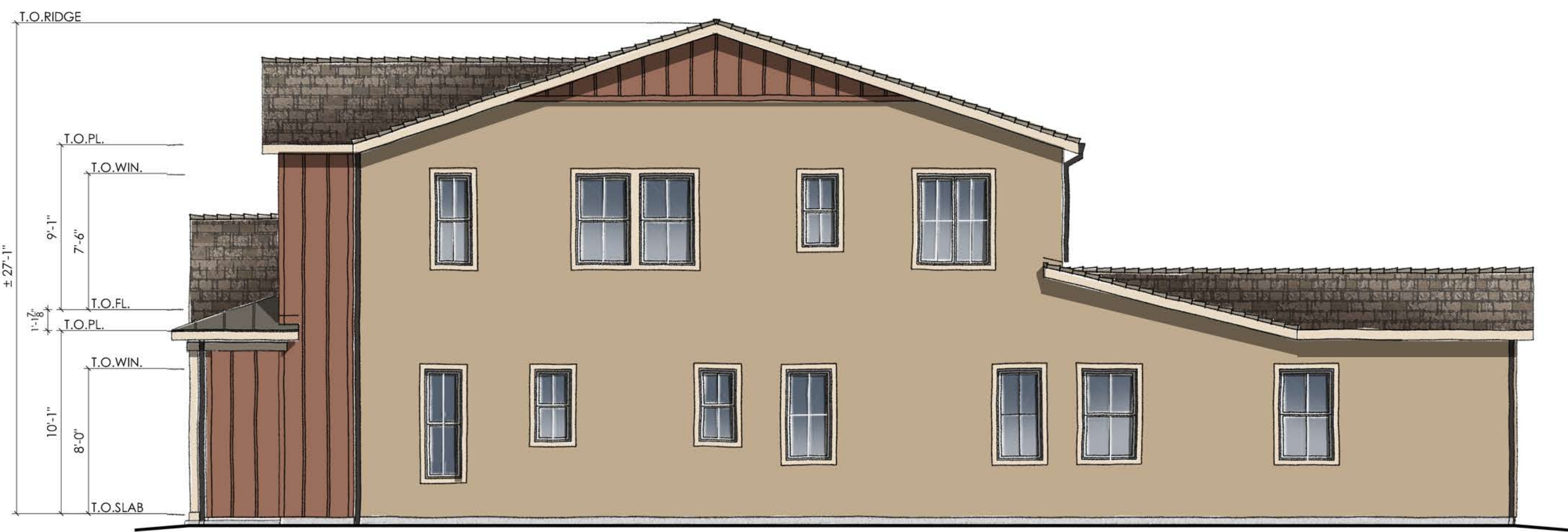
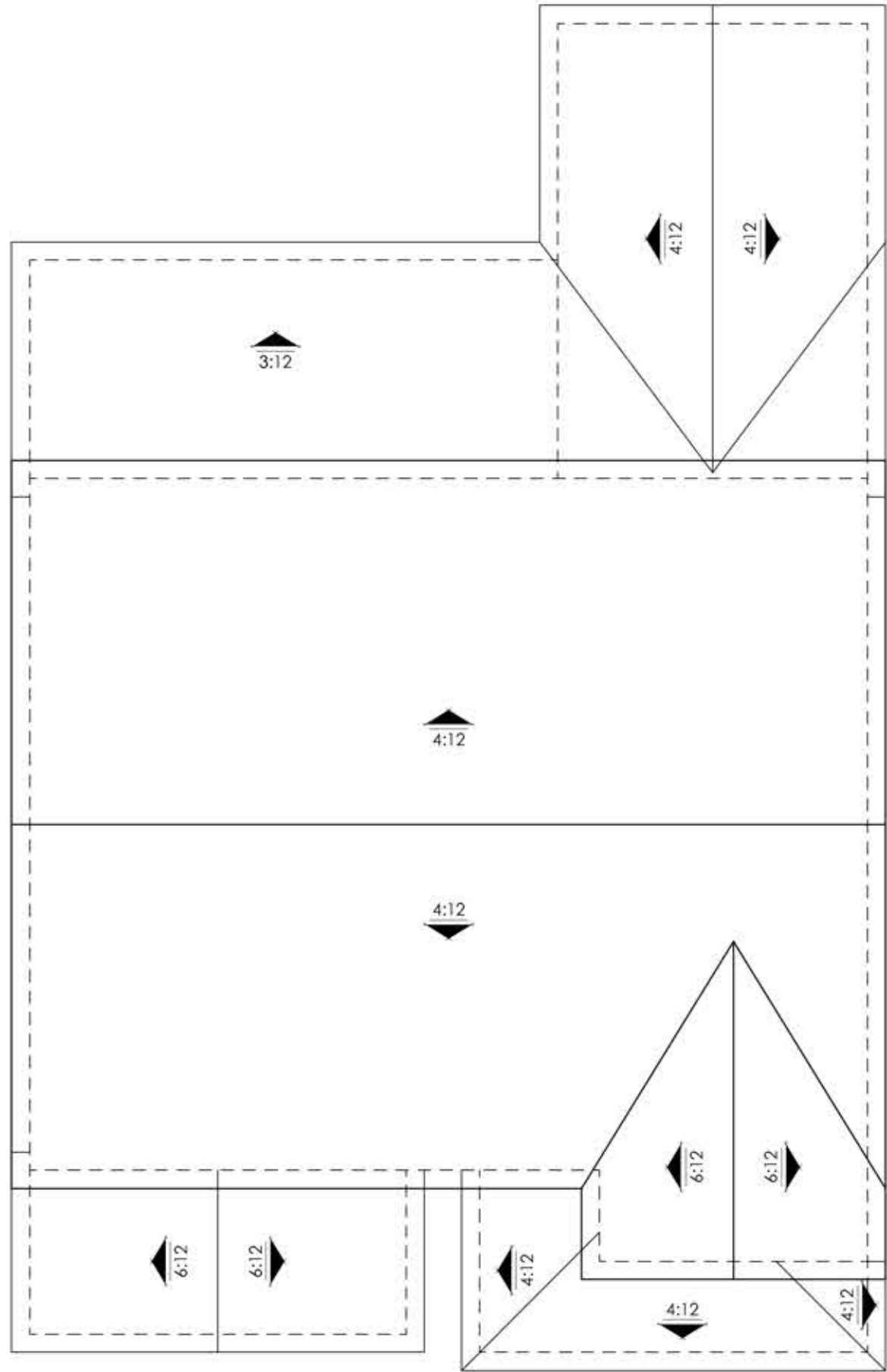
LEFT ELEVATION

SCALE: 1/4" = 1'-0"

10.12.20

PLAN THREE | ELEVATION A | MODERN CALIFORNIA RANCH

ACACIA AT CYPRESS | WOODSIDE HOMES
RANCHO CORDOVA, CALIFORNIA

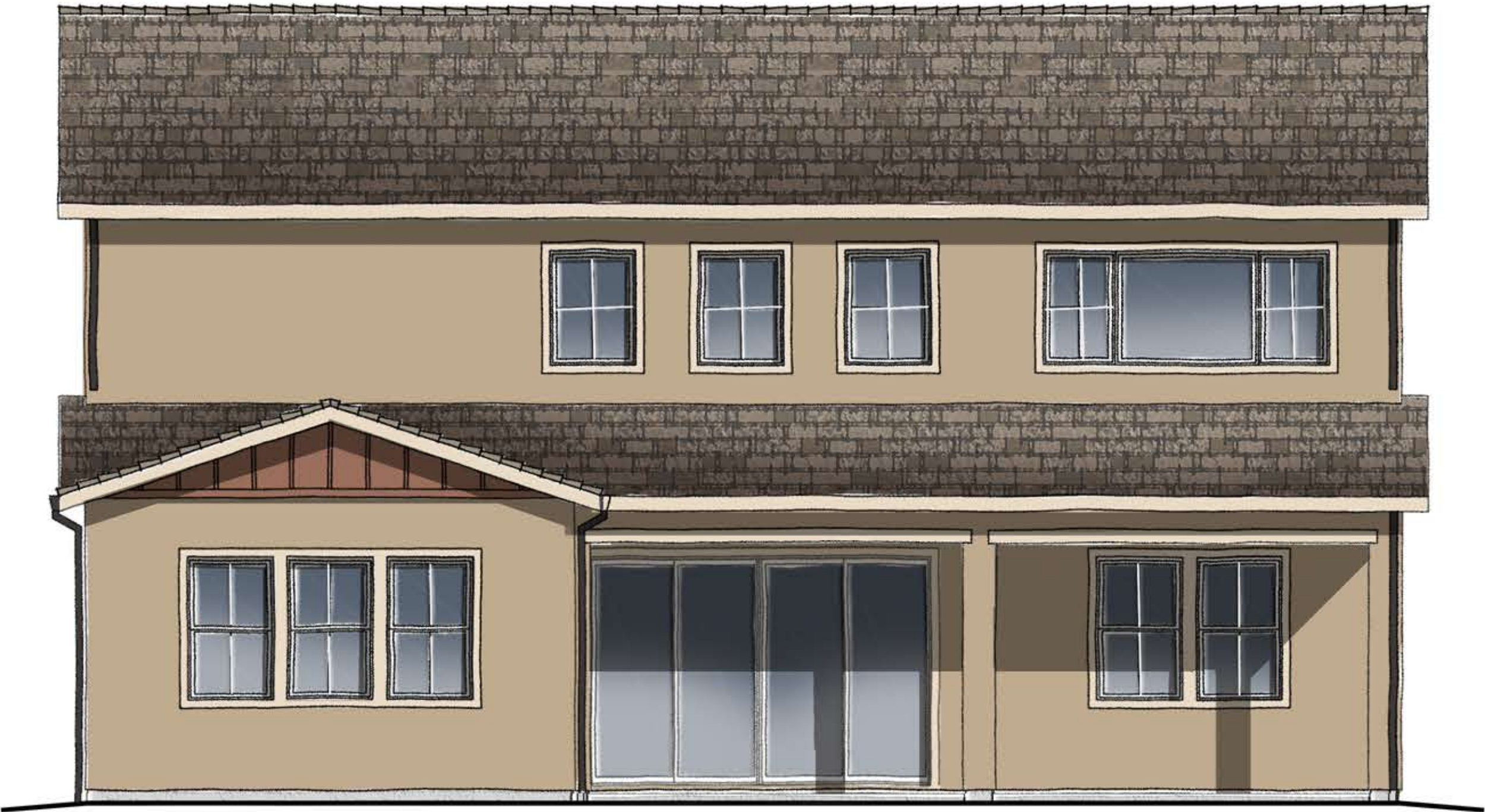


RIGHT ELEVATION

SCALE: 1/4" = 1'-0"

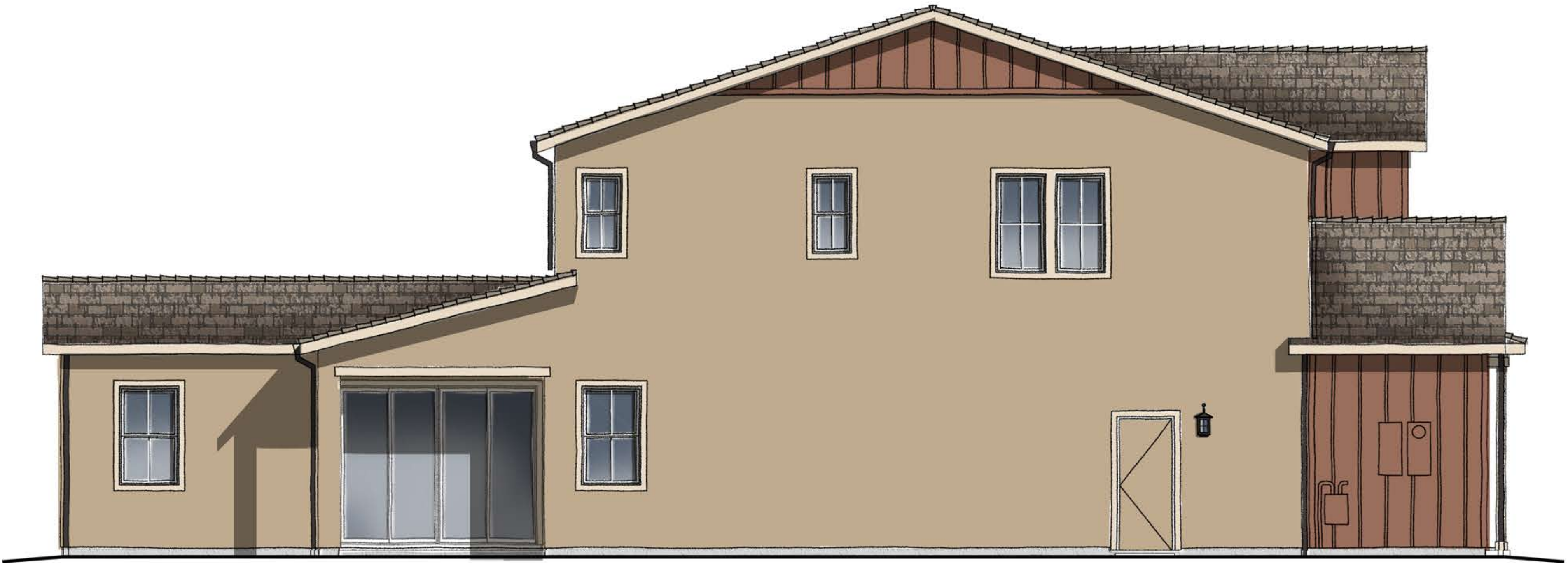
ROOF PLAN

SCALE: 1/8" = 1'-0"



REAR ELEVATION

SCALE: 1/4" = 1'-0"



LEFT ELEVATION

SCALE: 1/4" = 1'-0"

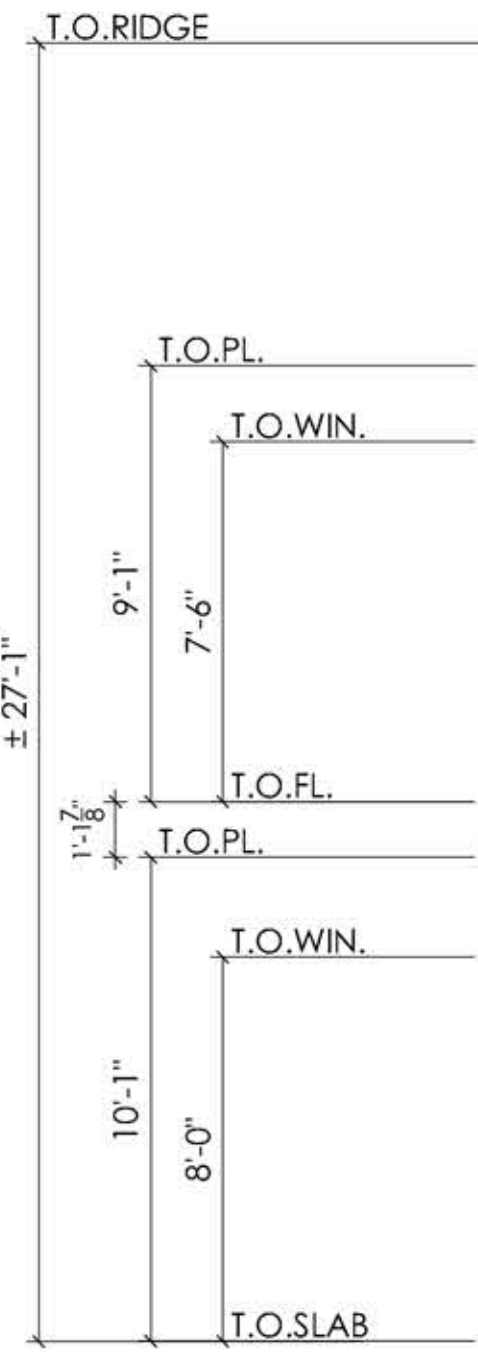
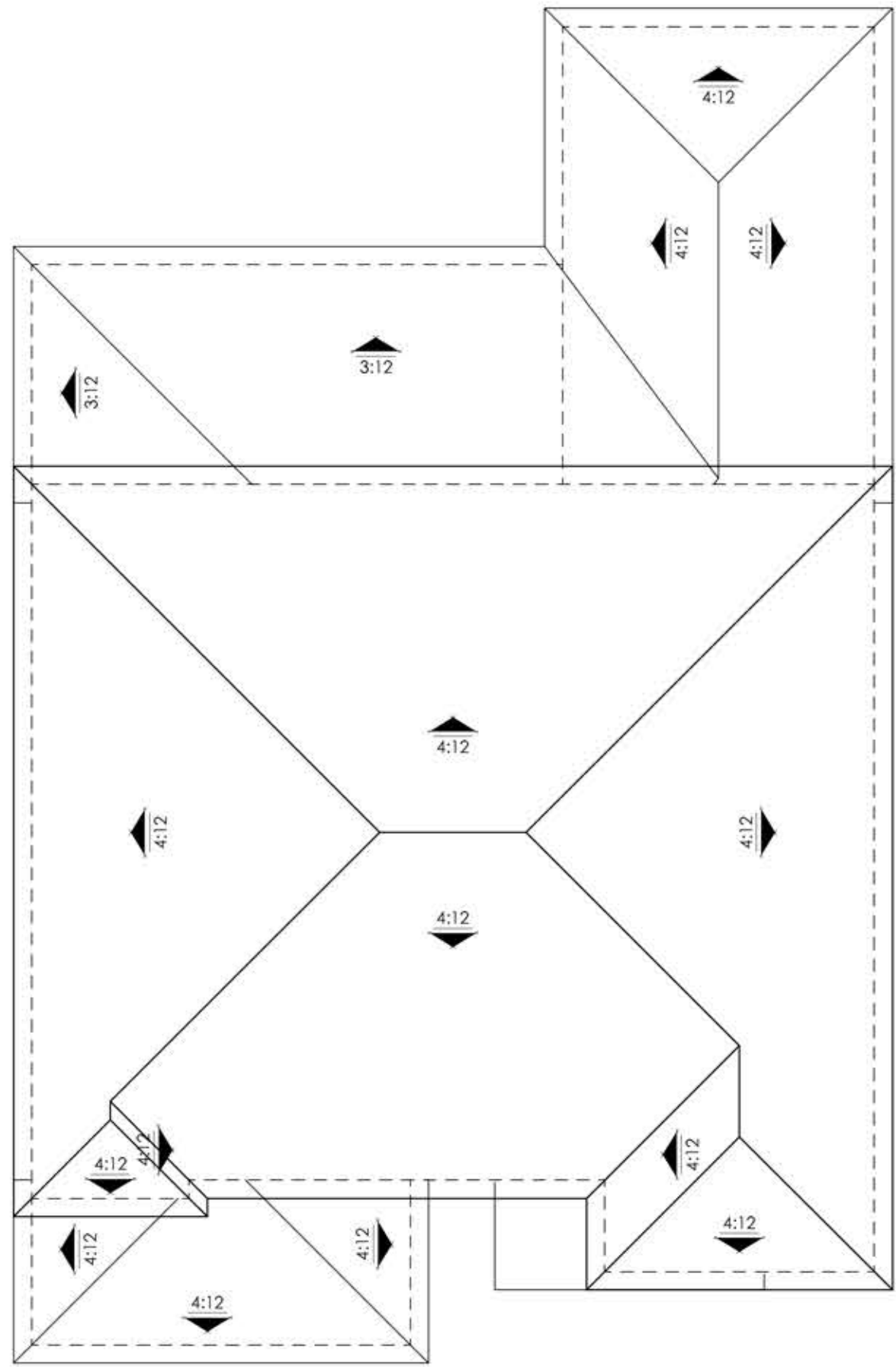
10.15.20

PLAN THREE | ELEVATION B | MODERN FARMHOUSE

ACACIA AT CYPRESS | WOODSIDE HOMES
RANCHO CORDOVA, CALIFORNIA

NOTE: SQUARE FOOTAGE MAY VARY BASED ON CALCULATION METHODS

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RIGHT ELEVATION

SCALE: 1/4" = 1'-0"

SCALE: 1/8" = 1'-0"

ROOF PLAN



SCALE: 1/4" = 1'-0"

REAR ELEVATION



SCALE: 1/4" = 1'-0"

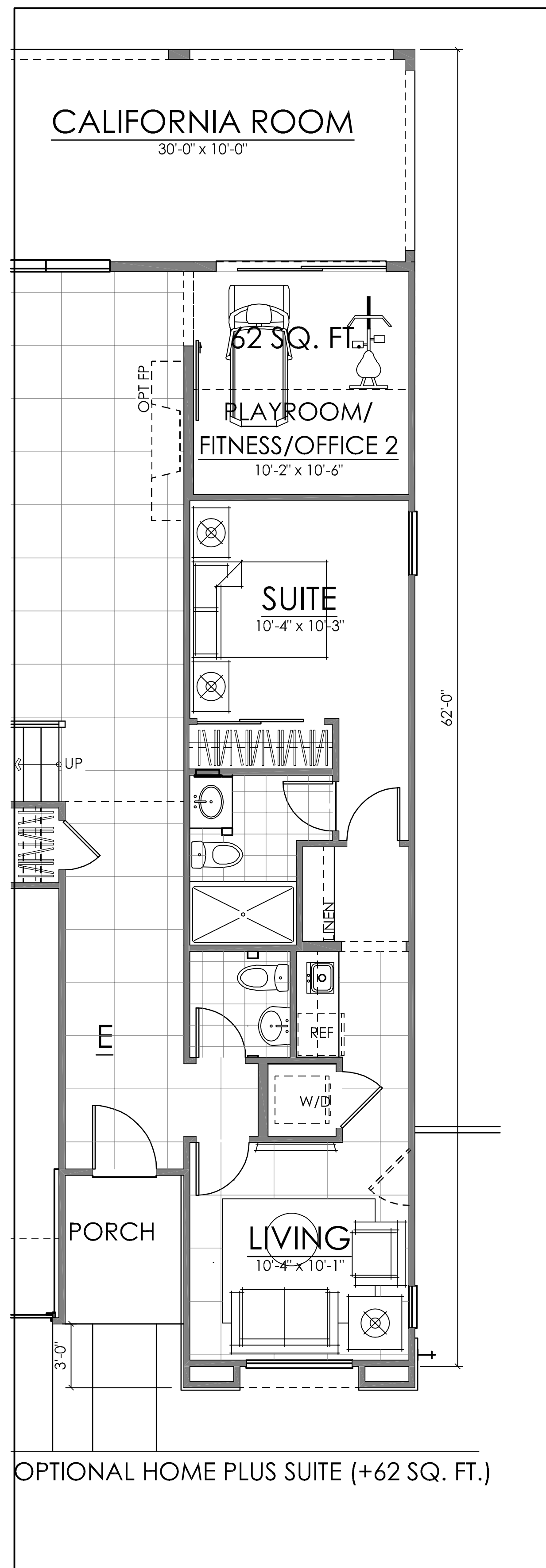
LEFT ELEVATION

10.15.20

PLAN THREE | ELEVATION C | MODERN PRAIRIE
ACACIA AT CYPRESS | WOODSIDE HOMES
RANCHO CORDOVA, CALIFORNIA



OPTIONAL CORNER-MEET STACKING SLID



OPTIONAL HOME PLUS SUITE (+62 SQ. FT.)

FIRST FLOOR	1774 SQ. FT.
SECOND FLOOR	1745 SQ. FT.
TOTAL LIVING	3519 SQ. FT.

10.15.20

PLAN FOUR | 3519 SQ. FT.

ACACIA AT CYPRESS | WOODSIDE HOMES

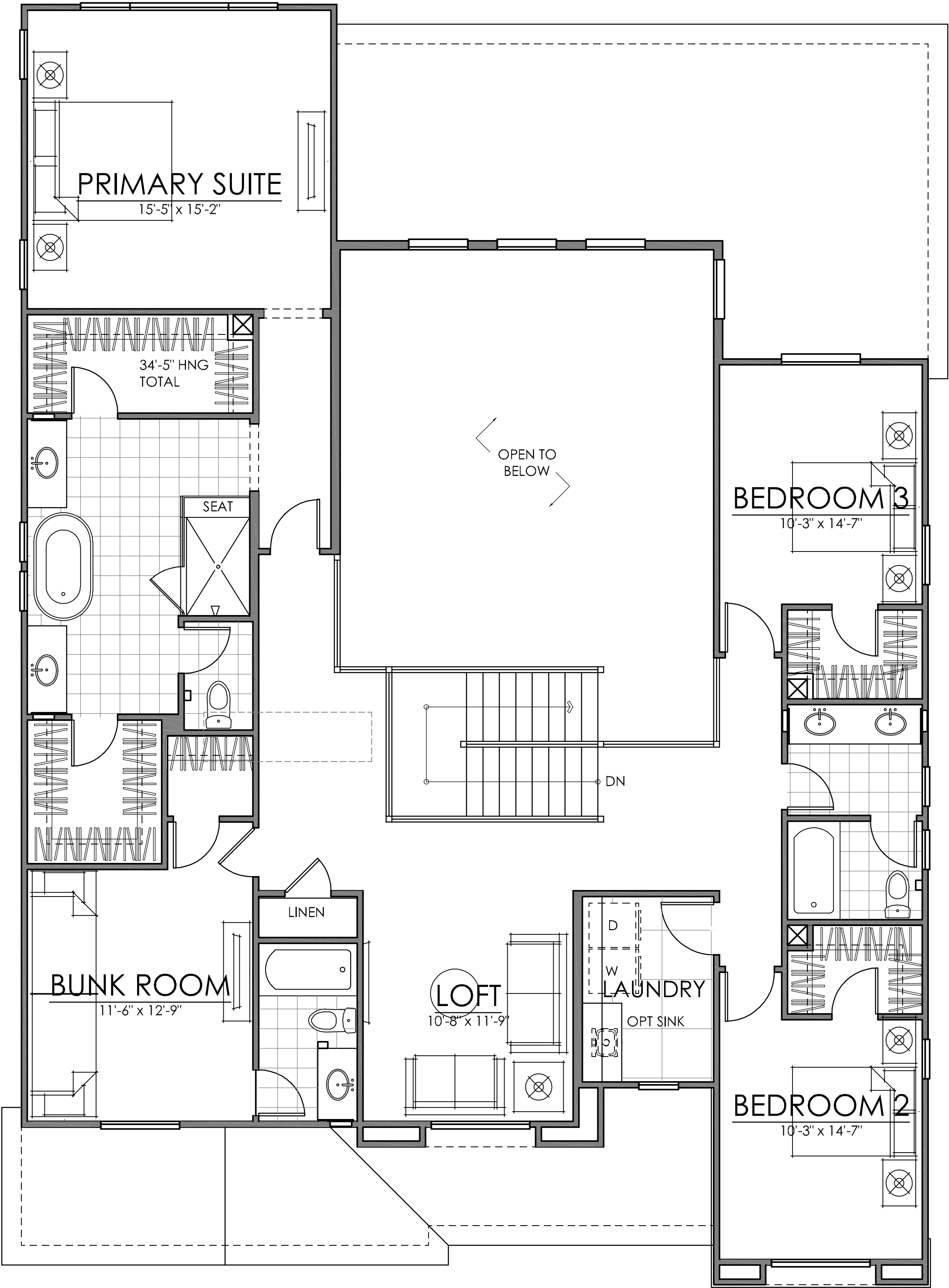
NOTE: SQUARE FOOTAGE MAY VARY BASED ON CALCULATION METHODS

WDSCA-2001



colorado // 731 southpark dr. suite B
littleton, co 80120 / 303 683.7231
california // 2943 pullman st. suite A
santa ana, ca 92705 / 949 553.891

DATED WITHOUT THE EXPRESS WRITTEN PERMISSION OF WOODLEY ARCHITECTURAL GROUP, INC.



FIRST FLOOR 1774 SQ. FT.
SECOND FLOOR 1745 SQ. FT.
TOTAL LIVING 3519 SQ. FT.

10.15.20

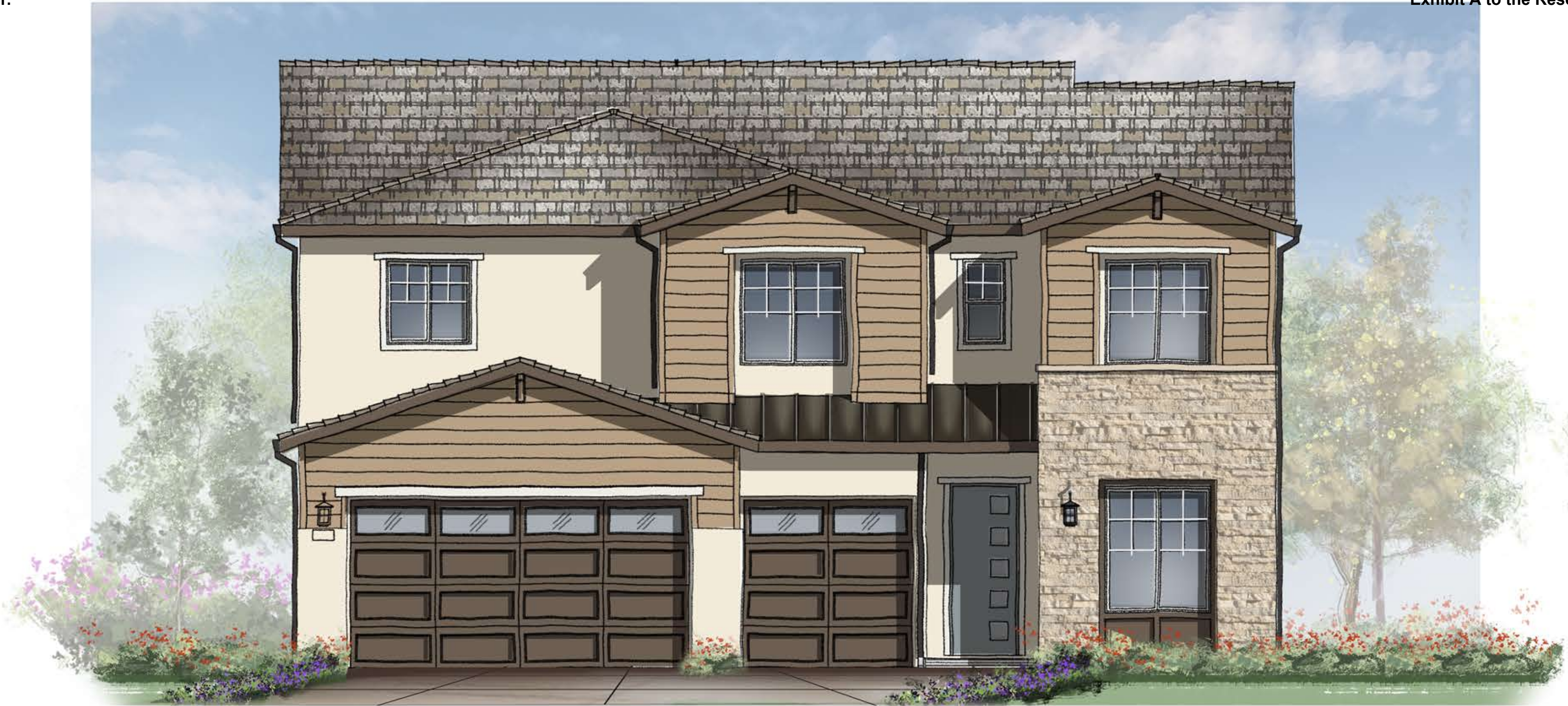
PLAN FOUR | 3519 SQ. FT.

ACACIA AT CYPRESS | WOODSIDE HOMES
RANCHO CORDOVA, CALIFORNIA

WDSCA-2001



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FRONT ELEVATION 'A' - MODERN CALIFORNIA RANCH

SCALE: 1/4" = 1'-0"



FRONT ELEVATION 'B' - MODERN FARMHOUSE

SCALE: 1/4" = 1'-0"



FRONT ELEVATION 'C' - MODERN PRAIRIE

SCALE: 1/4" = 1'-0"

10.15.20

PLAN FOUR | FRONT ELEVATIONS

ACACIA AT CYPRESS | WOODSIDE HOMES

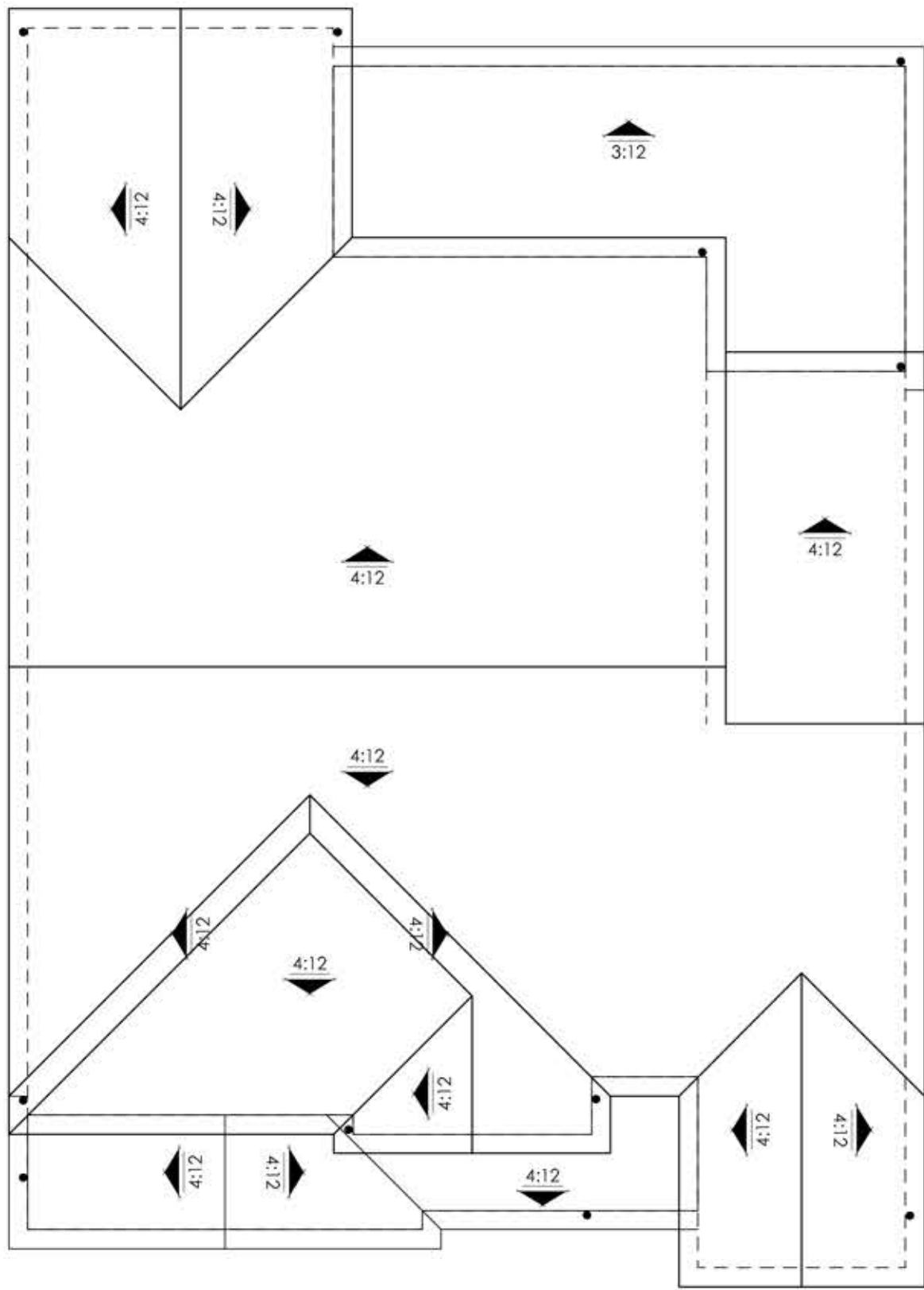
RANCHO CORDOVA, CALIFORNIA



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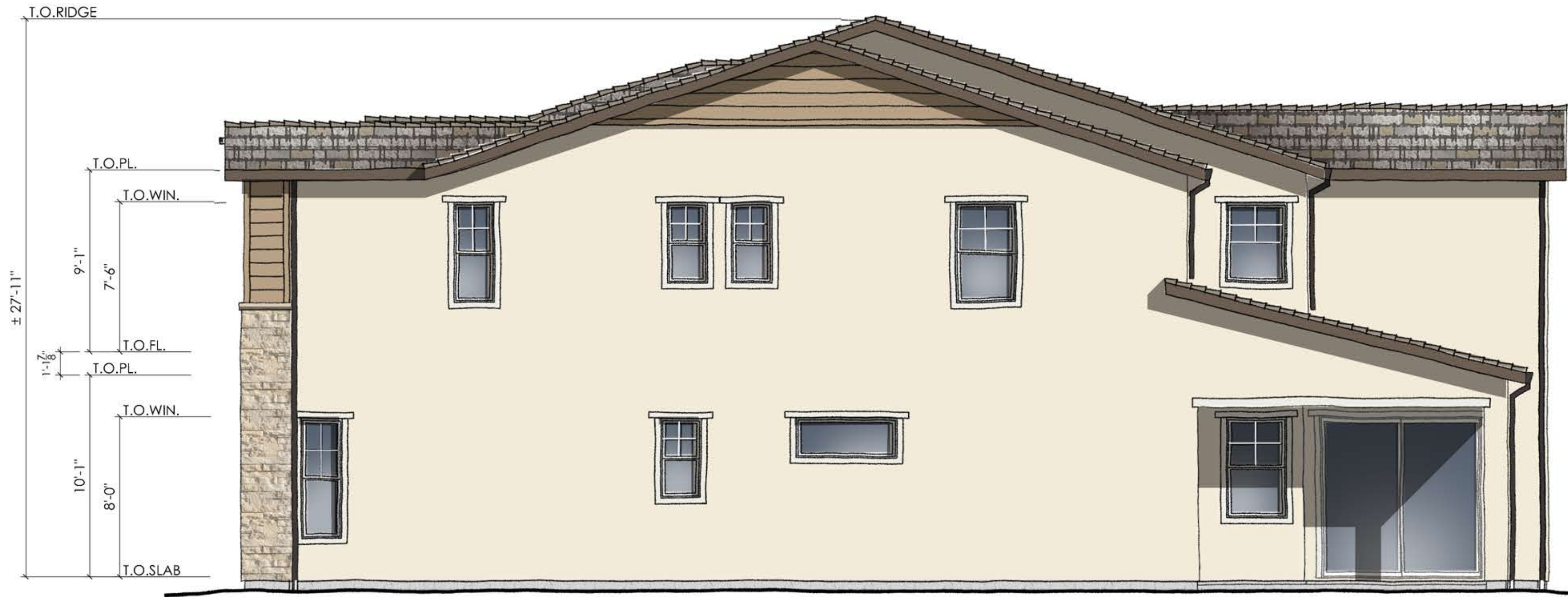
WDSCA-2001





SCALE: 1/8" = 1'-0"

ROOF PLAN



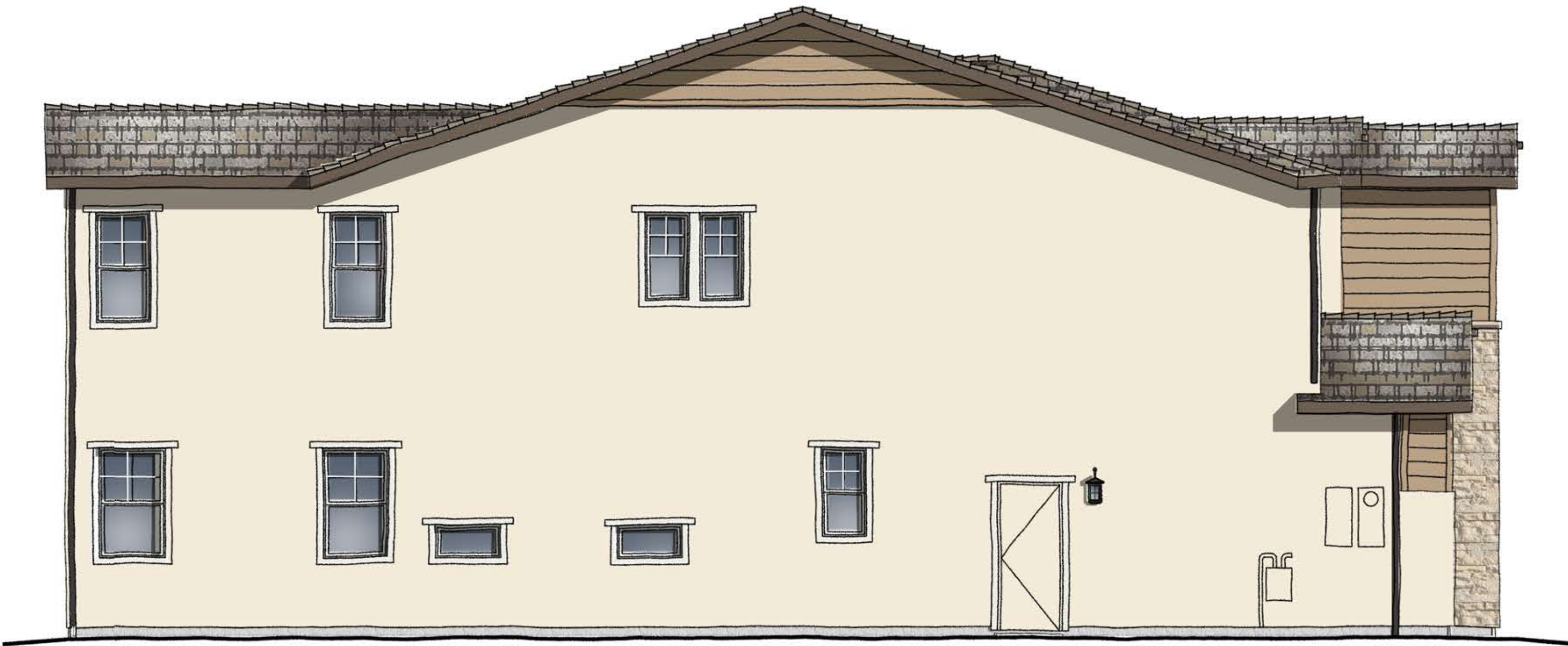
SCALE: 1/4" = 1'-0"

RIGHT ELEVATION



SCALE: 1/4" = 1'-0"

REAR ELEVATION



SCALE: 1/4" = 1'-0"

LEFT ELEVATION

10.15.20

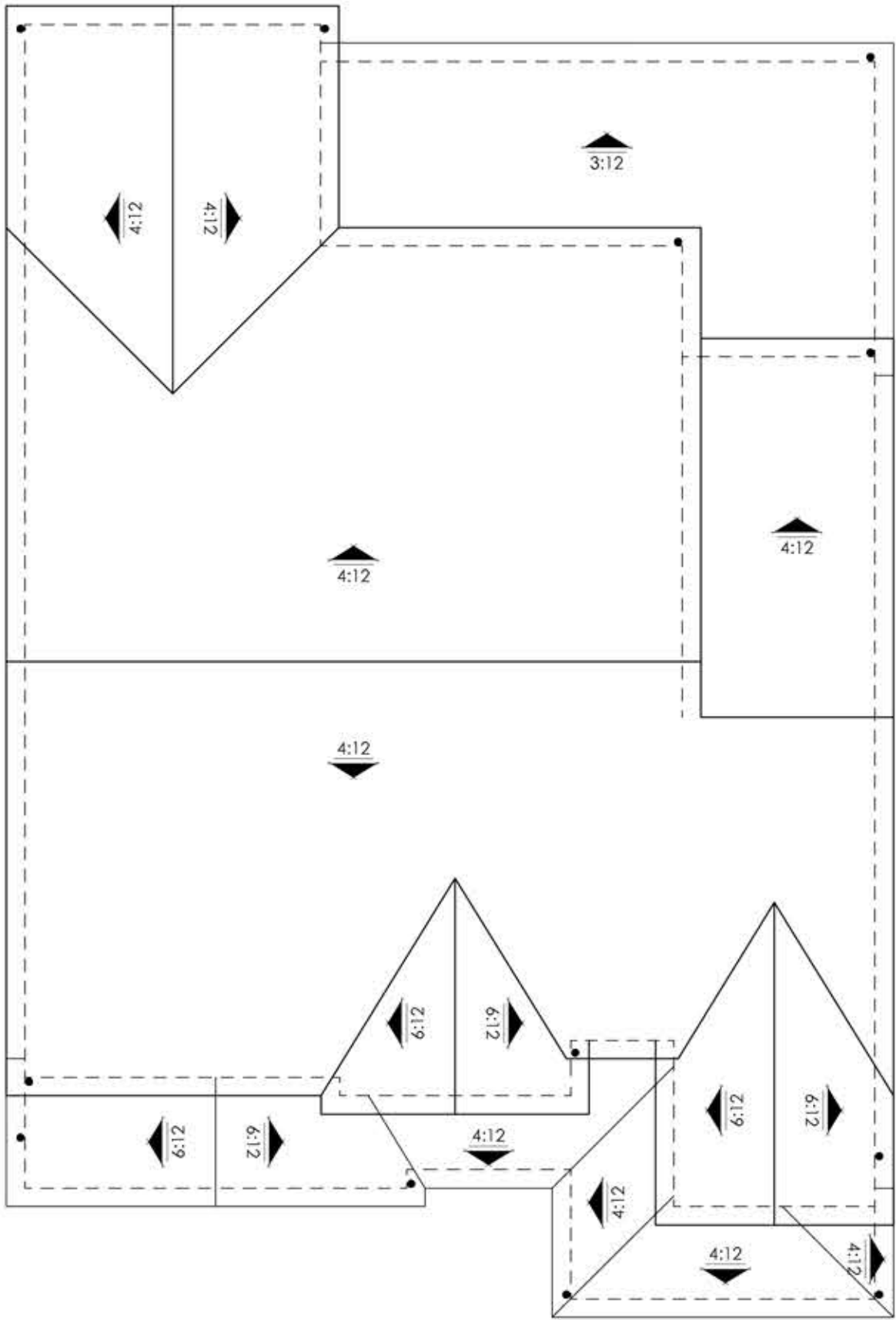
PLAN FOUR | ELEVATION A | MODERN CALIFORNIA RANCH

ACACIA AT CYPRESS | WOODSIDE HOMES
RANCHO CORDOVA, CALIFORNIA

NOTE: SQUARE FOOTAGE MAY VARY BASED ON CALCULATION METHODS

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ITEM 11.1.



SCALE: 1/8" = 1'-0"



RIGHT ELEVATION

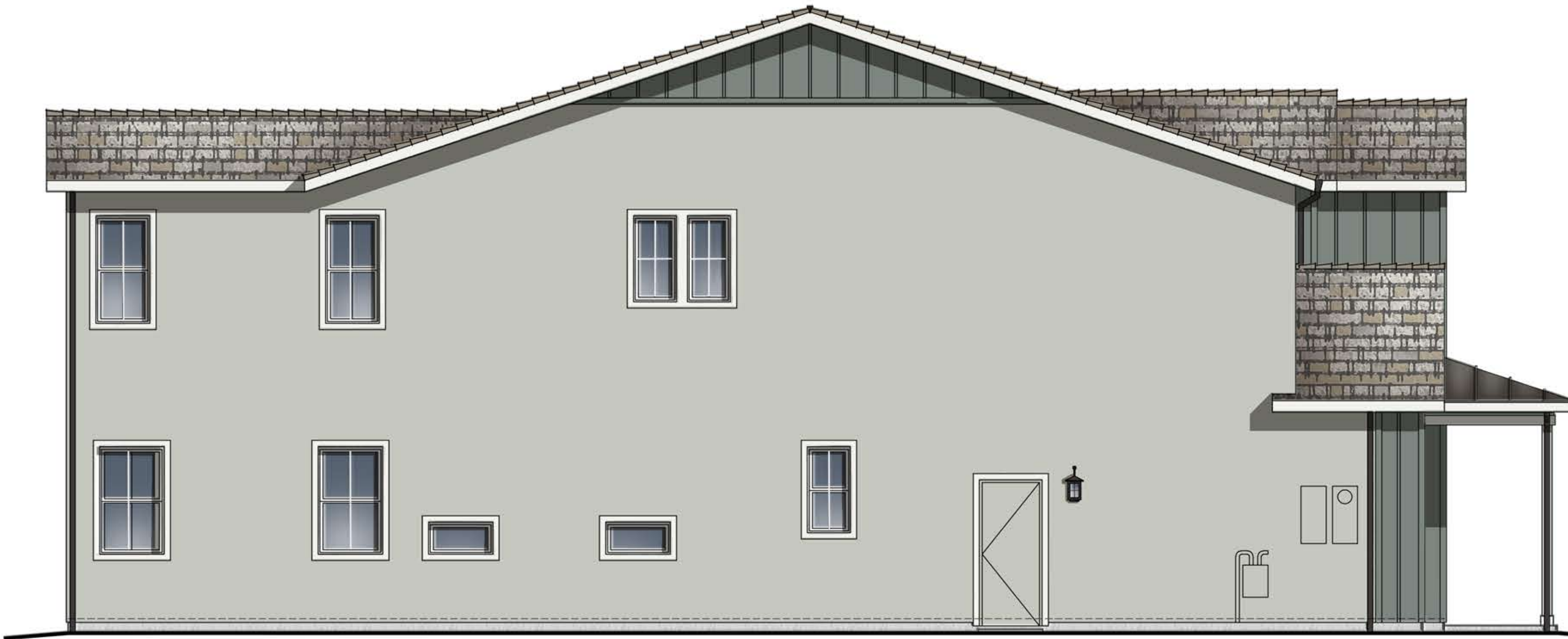
SCALE: 1/4" = 1'-0"

ROOF PLAN



SCALE: 1/4" = 1'-0"

REAR ELEVATION



SCALE: 1/4" = 1'-0"

LEFT ELEVATION

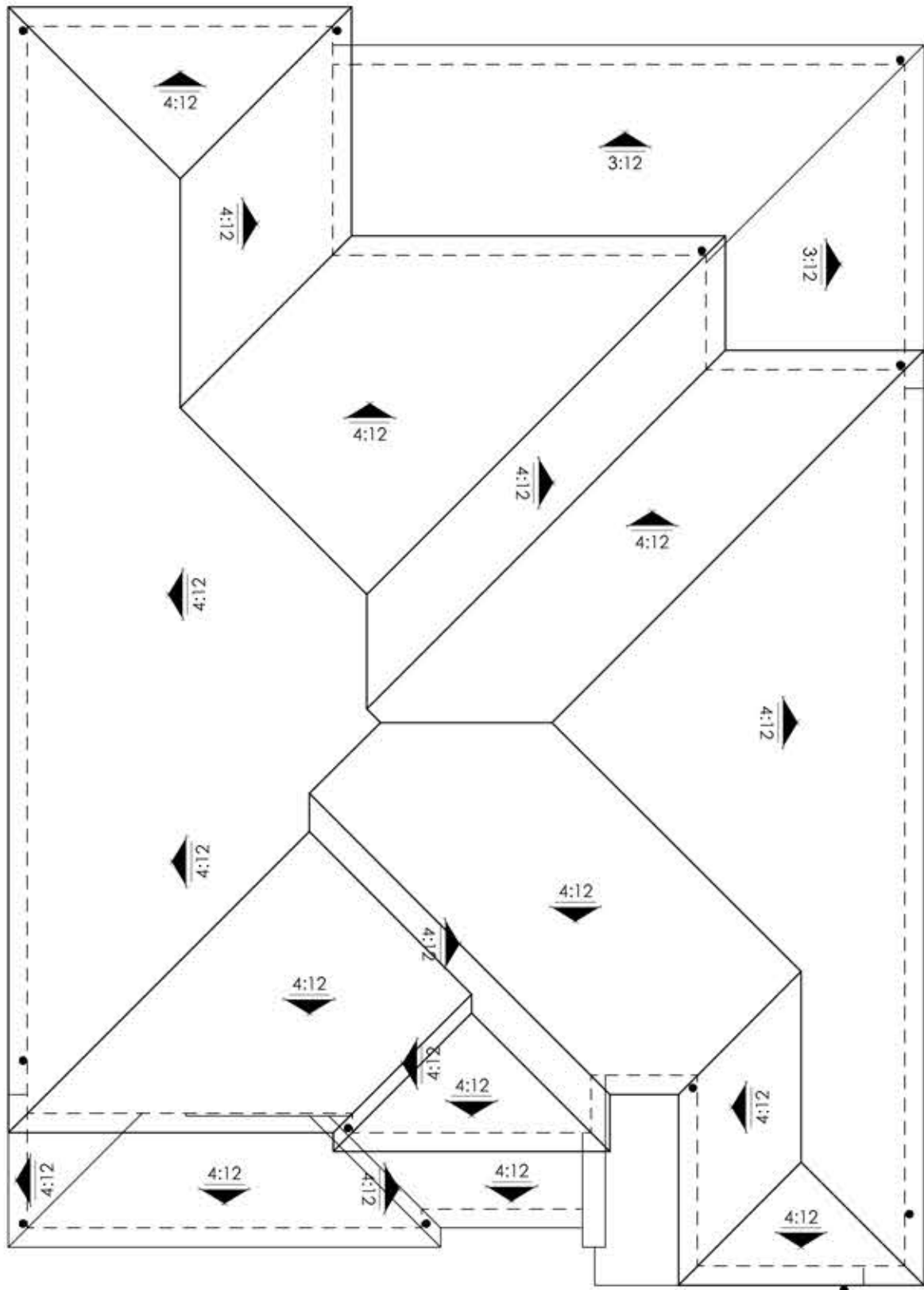
10.15.20

PLAN FOUR | ELEVATION B | MODERN FARMHOUSE

ACACIA AT CYPRESS | WOODSIDE HOMES
RANCHO CORDOVA, CALIFORNIA

NOTE: SQUARE FOOTAGE MAY VARY BASED ON CALCULATION METHODS

THESE DRAWINGS ARE INTENDED FOR DESIGN DEVELOPMENT AND PRELIMINARY STUDIES ONLY AND ARE NOT TO BE USED FOR ANY OTHER PURPOSE, SUCH AS FINAL PLOTTING OR FINAL ENGINEERING. COPYRIGHT WOODLEY ARCHITECTURAL GROUP, INC. THESE DRAWINGS MAY NOT BE USED OR DUPLICATED WITHOUT THE EXPRESS WRITTEN PERMISSION OF WOODLEY ARCHITECTURAL GROUP, INC.



SCALE: 1/8" = 1'-0"

ROOF PLAN



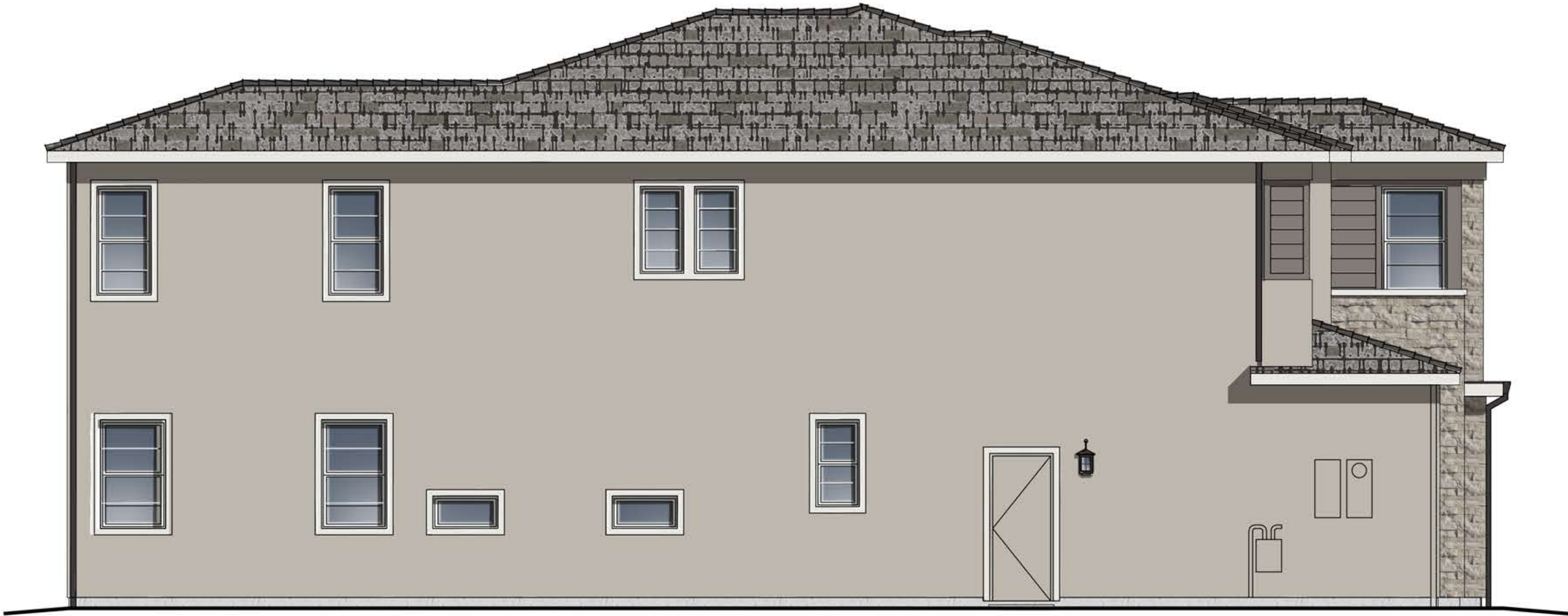
SCALE: 1/4" = 1'-0"

RIGHT ELEVATION



SCALE: 1/4" = 1'-0"

REAR ELEVATION



SCALE: 1/4" = 1'-0"

LEFT ELEVATION

10.15.20

PLAN FOUR | ELEVATION C | MODERN PRAIRIE
ACACIA AT CYPRESS | WOODSIDE HOMES
RANCHO CORDOVA, CALIFORNIA

WOODSIDE HOMES

DOUGLAS 98

ACACIA AT CYPRESS

TYPICAL PRODUCTION

LANDSCAPE DOCUMENTS

PACKAGE INCLUDES:

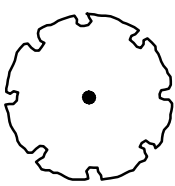
L-1. COVER PAGE - 10 SCALE PLANTING LAYOUT
LEGEND/ NOTES

L-2. 10 SCALE IRRIGATION LAYOUT / NOTES

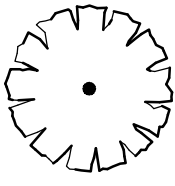
L-3. STANDARD INSTALLATION DETAILS

L-4. WATER USE CALCULATIONS

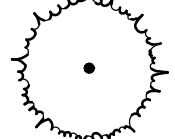
CONCEPT PLANT SCHEDULE



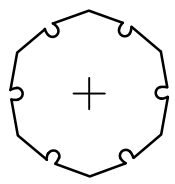
STREET TREES - MED WATER USE
Acer rubrum 'Bowhall Red' / Red Maple
Koelreuteria paniculata / Golden Rain Tree
Pyrus calleryana 'Bradford' / Bradford Flowering Pear
Tilia cordata 'Greenspire' / Greenspire Littleleaf Linden



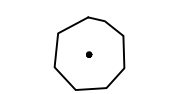
ACCENT TREES
Arbutus unedo / Strawberry Tree Shrub
Lagerstroemia indica 'Tuscarora' / Grape Myrtle
Malus floribunda 'Prainefire' / Flowering Crabapple



EVERGREEN-CONIFERS
Arbutus unedo / Strawberry Tree Multi-Trunk
Melaleuca quinquenervia / Cajuput Tree Multi-Trunk
Pinus eldara / Afghan Pine



SMALL TREES
Acer palmatum / Japanese Maple
Magnolia grandiflora 'St. Mary' / Southern Magnolia
Prunus caroliniana / Carolina Laurel Cherry
Vitex agnus-castus / Chaste Tree



FOUNDATION SHRUBS LOW WATER USE
Callistemon citrinus 'Little John' / Dwarf Bottle Brush
Elaeagnus pungens / Thorny Eleagnus
Nandina domestica 'Compacta' / Dwarf Heavenly Bamboo
Polygala fruticosa 'Pettie Butterfly' / Sweet Pea Shrub
Raphiolepis umbellata / Yedda Hawthorn
Xylosma congestum 'Compacta' / Compact Xylosma



MED SHRUBS - LOW WATER USE
Callistemon citrinus 'Little John' / Dwarf Bottle Brush
Cistus x purpureus / Orchid Rockrose
Polygala fruticosa 'Pettie Butterfly' / Sweet Pea Shrub
Raphiolepis umbellata / Yedda Hawthorn
Rosmarinus officinalis 'Blue Spires' / Rosemary



ACCENT PLANTS - LOW WATER USE
Hesperaloe parviflora / Red Yucca
Phormium tenax 'Yellow Wave' / New Zealand Flax
Salvia leucantha / Mexican Bush Sage
Yucca filifera 'Golden Sword' / Golden Sword Yucca



PERENNIALS LOW WATER USE
Bergenia cordifolia / Heartleaf Bergenia
Cistus salvifolius 'Prostratus' / Sageleaf Rockrose
Coreopsis x 'Moonbeam' / Moonbeam Coreopsis
Engelmannia caroliniana / Fleabane
Heuchera sanguinea / Coral Bells
Heuchera x 'Flam Fudding' / Coral Bells
Lavandula angustifolia 'Munstead' / Munstead English Lavender
Moraea x 'Lemon Drop' / Fortnight Lily
Pennisetum orientale 'Karley Rose' / Karley Rose Fountain Grass
Salvia greggii 'Hot Lips' / Autumn Sage
Teucrium fruticans / Bush Germander
Tubagha violacea 'Vanegata' / Striped Cape Garlic



VINES LOW WATER USE
Campsis radicans 'Trumpet Creeper' / Orange Trumpet Creeper
Clematis x lawsoniana 'Henry' / Clematis
Gelsemium sempervirens / Jessamine



GROUND COVERS - LOW - MED WATER USE
Gazania x 'Mitsuwa Yellow' / Yellow Gazania
Lantana montevidensis / Trailing Lantana
Myoporum parvifolium 'Putah Creek' / Putah Creek Myoporum
Vinca minor / Common Periwinkle



LAWN
Turf Sod / Drought Tolerant Fescue Blend

* 25% max sod allowed in installation per lot.

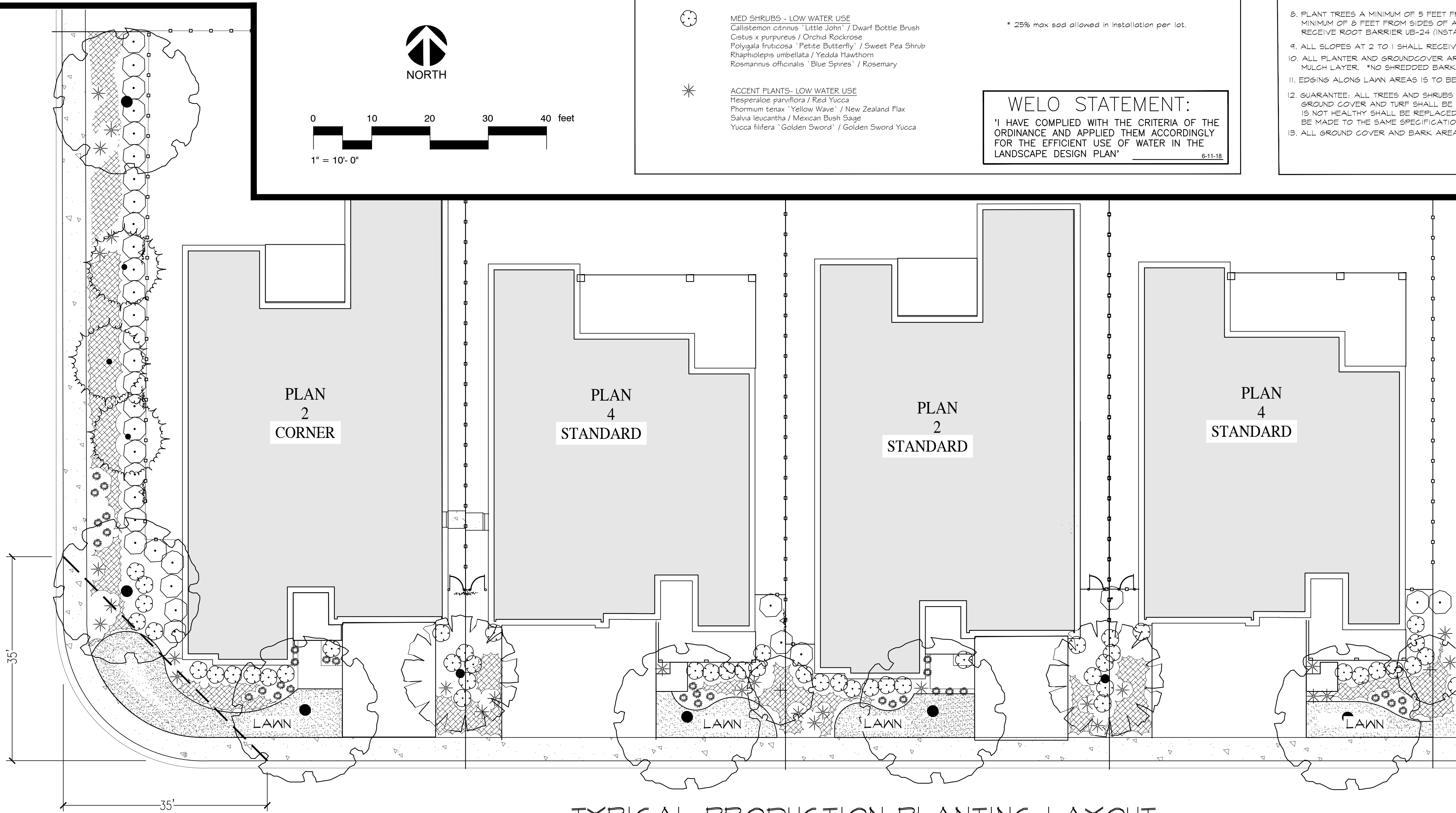
WELO STATEMENT:

'I HAVE COMPLIED WITH THE CRITERIA OF THE ORDINANCE AND APPLIED THEM ACCORDINGLY FOR THE EFFICIENT USE OF WATER IN THE LANDSCAPE DESIGN PLAN'

6-11-18

PLANTING NOTES

1. CONTRACTOR SHALL NOTIFY LANDSCAPE ARCHITECT IN THE EVENT OF PLANT UNAVAILABILITY WITHIN TEN WORKING DAYS AFTER BID AWARDS. LANDSCAPE CONTRACTOR RESPONSIBLE FOR VERIFICATION OF PLANT QUANTITIES ON LEGEND. NOTIFY L.A. IN EVENT OF DISCREPANCIES
2. VERIFY SITE CONDITIONS AS SHOWN ON THESE PLANS PRIOR TO SUBMITTING A PRICE QUOTATION BID OR COMMENCING CONSTRUCTION. REPORT ANY DISCREPANCIES TO LANDSCAPE ARCHITECT.
3. FINISHED GRADING PRIOR TO COMMENCING WORK THE LANDSCAPE CONTRACTOR SHALL INSPECT THE WORK OF OTHERS AND VERIFY THAT PRELIMINARY GRADING HAS BEEN ESTABLISHED. THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR FINISH GRADING AND SHALL INSPECT THE WORK OF OTHERS. VERIFY THAT PRELIMINARY GRADING HAS BEEN ESTABLISHED. THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR SURFACE DRAINAGE OF ALL PLANTING AREAS. FINISH GRADE SHALL BE A SMOOTH, EVEN AND UNIFORM PLANE WITH NO LOW SPOTS OR ABRUPT CHANGE OF SURFACE. FINISH GRADES IN SHRUB AND GROUND COVER AREAS SHALL BE 1 1/2" BELOW ADJACENT PAVING, CURBS AND HEADERS.
4. ADJUSTMENTS IN THE FIELD MAY BE REQUIRED TO ACCOMMODATE UTILITIES SUCH AS LIGHT FIXTURES, VAULT BOXES ABOVE GRADE, SIGNALS, ETC.
5. SOIL AMENDMENTS FOR BID PURPOSES ARE AS LISTED BELOW.
ACTUAL SOIL PREP IS TO BE PERFORMED AS PER REQUIRED SOILS TEST RESULTS WITH TESTING DONE PRIOR TO BEGINNING PROJECT. INCORPORATE RECOMMENDED AMENDMENTS BY TILLING INTO THE TOP 6" OF SOIL.
FERTILIZER 6-20-20 20 LBS/ 1000 SQ. FT.
NITROGEN STABILIZED COMPOST 4 YDS/1000 SQ. FT. *
6. APPLY PRE-EMERGENT HERBICIDE CHIFCO RONSTAR 16" PER MANUFACTURES SPECIFICATIONS..
7. CONTRACTOR SHALL TEST ALL PLANTING PITS FOR DRAINAGE BY FILLING WITH WATER. ANY PLANTING PIT WHICH DOES NOT DRAIN COMPLETELY IN TWO HOURS OR LESS SHALL HAVE CORRECTIVE MEASURES IMPLEMENTED BY THE CONTRACTOR. CORRECTIVE MEASURES SHALL INCLUDE:
A. DRILLING/AUGERING THROUGH IMPERMEABLE LAYERS TO A FAST DRAINING SOIL LAYER AND BACKFILLING WITH SAND, GRAVEL, OR OTHER APPROVED MATERIAL.
B. INSTALLING DRAINAGE TUBING TO CARRY EXCESS WATER TO NEARBY OUTLET.
C. METHODS AS DETERMINED IN THE FIELD BY THE OWNER.
8. PLANT TREES A MINIMUM OF 5 FEET FROM LIGHT STANDARDS. BELOW GRADE UTILITY VAULTS A MINIMUM OF 6 FEET FROM SIDES OF ABOVE GRADE UTILITY BOXES. TREES WITHIN 7' OF SIDEWALKS TO RECEIVE ROOT BARRIER UB-24 (INSTALL 5" IN BOTH DIRECTIONS OF TREE TRUNK.)
9. ALL SLOPES AT 2 TO 1 SHALL RECEIVE A LAYER OF JUTE MESH FABRIC STAPLED TO SLOPE.
10. ALL PLANTER AND GROUND COVER AREAS NOT RECEIVING JUTE NETTING SHALL RECEIVE A 3" BARK MULCH LAYER. *NO SHREDDED BARK ALLOWED.
11. EDGING ALONG LAWN AREAS IS TO BE A SHOVEL CUT EDGE.
12. GUARANTEE: ALL TREES AND SHRUBS SHALL BE GUARANTEED FOR A PERIOD OF THREE MONTHS. ALL GROUND COVER AND TURF SHALL BE GUARANTEED FOR A PERIOD OF NINETY(90) DAYS. MATERIAL THAT IS NOT HEALTHY SHALL BE REPLACED WITHIN THE GUARANTEE PERIOD. REPLACEMENT MATERIAL SHALL BE MADE TO THE SAME SPECIFICATION AS ORIGINAL MATERIALS.
13. ALL GROUND COVER AND BARK AREAS TO RECEIVE DEWITT NEED BARRIER PRO 5 OR EQUAL.



TYPICAL PRODUCTION PLANTING LAYOUT

ACACIA AT CYPRESS



TYPICAL PRODUCTION LANDSCAPE PLANS FOR

DOUGLAS 98 - ACACIA

WOODSIDE HOMES

SACRAMENTO COUNTY, CALIFORNIA

LIC.# 2557



127 LINDA DRIVE
ROSEVILLE, CA 95678

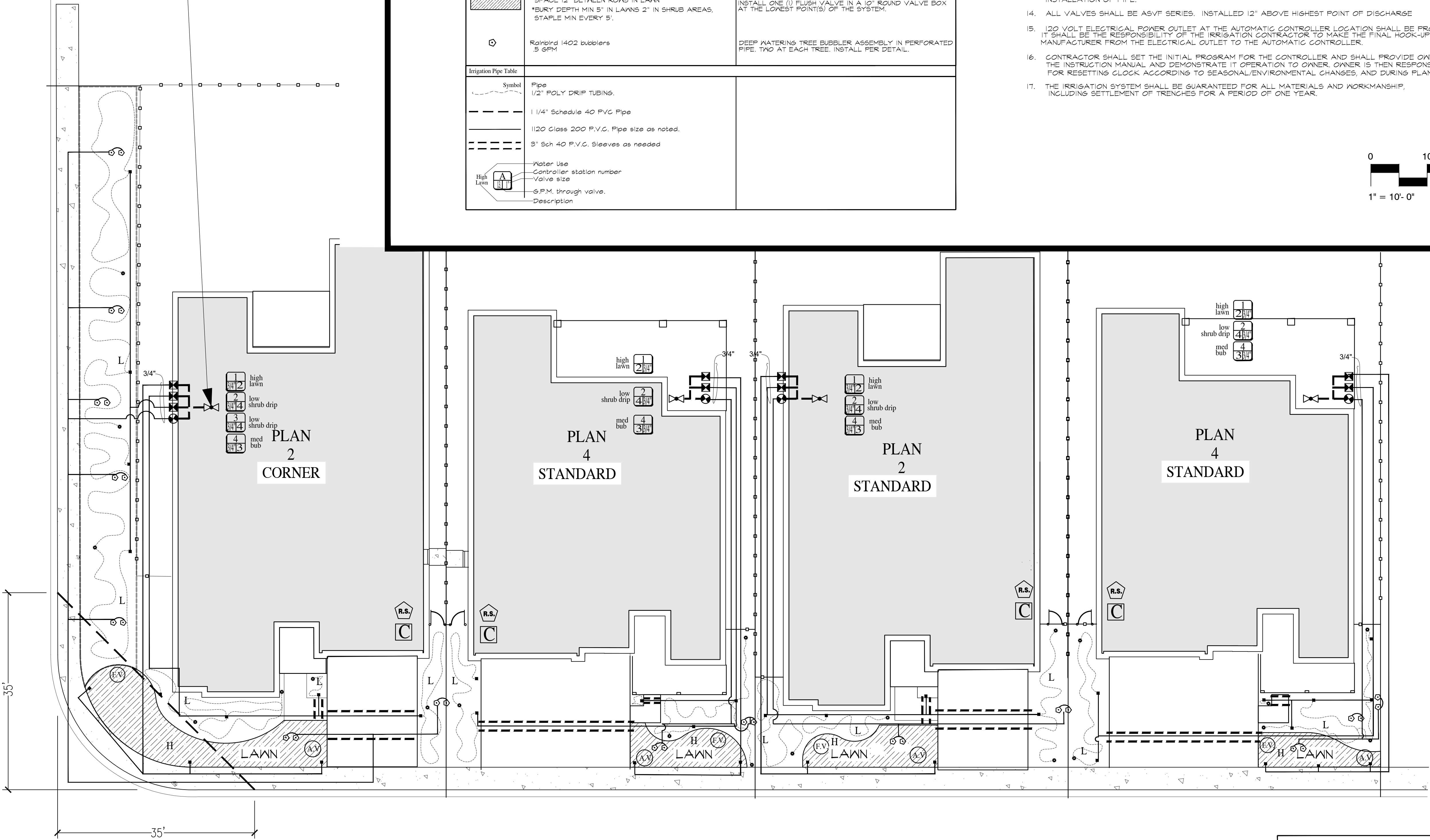
SCALE: 1"= 10'-0"

DRAWING NO.

10-1-2020

L-1

P.O.C. 1" GATE VALVE BY BUILDER.
IRRIGATION DESIGN IS BASED ON
A MINIMUM 1" SERVICE LINE, 5/8"
METER, STATIC WATER PRESSURE
OF 55 PSI AND MAX FLOW OF 8 G.P.M.
*REMOTE CONTROL VALVES TO BE
LOCATED BEHIND FENCING IN REAR
YARDS. TYPICAL FOR EACH LOT.



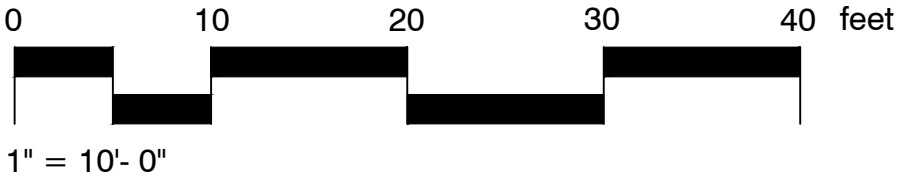
TYPICAL PRODUCTION IRRIGATION LAYOUT

NOTE:
ALL LATERAL PIPES ARE 3/4" COMING OUT OF VALVES AND THEREAFTER

IRRIGATION EQUIPMENT TABLE		
Symbol	Equipment	Description
	POINT OF CONNECTION, 1" GATE VALVE BY BUILDER.	
	RAINBIRD ESP-TM2-8-120V-LNKWFI	RAINBIRD 8 - STATION CONTROLLER
	RAINBIRD WR2-RFC	RAINBIRD RAIN AND FREEZE SENSOR
	3/4" Hardie 711 automatic anti-siphon valve, & 3/4" pr20 Pressure Regulator & Y-Filter	3/4" REMOTE CONTROL "DRIP ZONE" VALVE W/ PRESSURE REGULATOR & SCREEN FILTER
	3/4" Hardie 711 automatic anti-siphon valve	3/4" REMOTE CONTROL VALVE
Irrigation Drip Table		
N/A.	Drip Emitters - Rainbird xeribug (xb-20PG), 2 - gal/hr emitters, 5 - per shrub Rainbird Micro-spray, Xeribug X8-360 Use as needed in annual beds.	RAINBIRD POINT SOURCE DRIP EMITTERS.
	RAINBIRD ARV050 & SEBTXB (BOX)	AIR RELIEF VALVE IN EMITTER BOX
	RAINBIRD MDCFCAP & SEBTXB (BOX)	FLUSH VALVE IN EMITTER BOX
	RAINBIRD MDCFCAP & SEBTXB (BOX)	REMOVABLE FLUSH CAP IN EMITTER BOX.
	RAINBIRD MDCFTSMPT	3/4" MALE PIPE THREAD PVC TO DRIP LINE ADAPTER.
	Rainbird, XF5-09-12 subsurface dripline w/copper shield, SPACE 12" BETWEEN ROWS IN LAWN *BURY DEPTH MIN 5" IN LAWNS 2" IN SHRUB AREAS, STAPLE MIN EVERY 5'.	INSTALL ONE (1) AIR VACUUM RELIEF VALVE IN A 6" ROUND EMITTER BOX AT THE HIGHEST POINT OF THE SYSTEM. INSTALL ONE (1) FLUSH VALVE IN A 10" ROUND VALVE BOX AT THE LOWEST POINT(S) OF THE SYSTEM.
	Rainbird 1402 bubblers 5 GPM	DEEP WATERING TREE BUBBLER ASSEMBLY IN PERFORATED PIPE, TWO AT EACH TREE. INSTALL PER DETAIL.
Irrigation Pipe Table		
	Pipe 1/2" POLY DRIP TUBING.	
	1/4" Schedule 40 PVC Pipe	
	1/2" Class 200 P.V.C. Pipe size as noted.	
	3" Sch 40 P.V.C. Sleeves as needed	
	Water Use	
	Controller station number	
	Valve size	
	G.P.M. through valve.	
	Description	

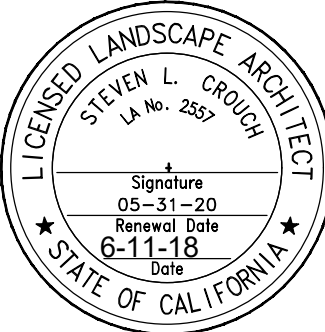
IRRIGATION NOTES

1. THIS DRAWING IS PARTIALLY DIAGRAMMATIC AND DOES NOT SHOW ALL OFFSETS AND FITTINGS. REQUIRED FOR A COMPLETE SYSTEM. THE DESIGN INTENT IS FOR FULL COVERAGE OF PLANTINGS. NOTIFY LANDSCAPE ARCHITECT OF ANY DISCREPANCIES PRIOR TO TRENCHING.
2. COORDINATE PIPE, VALVE BOX AND HEAD LAYOUT WITH PLANTING PLAN. ADJUST THESE IRRIGATION COMPONENTS TO ACCOMMODATE SUBSEQUENT PLANTINGS
3. THIS SYSTEM IS DESIGNED TO OPERATE AT AN EXISTING STATIC PRESSURE OF 55-60 P.S.I. PRIOR TO COMMENCEMENT OF WORK. DETERMINE BY PRESSURE TEST. STATIC PRESSURE. CONTACT LANDSCAPE ARCHITECT FOR APPROVAL OF WATER PRESSURE PRIOR TO COMMENCING INSTALLATION OF IRRIGATION SYSTEM.
4. MAINLINE, BACKFLOW PREVENTOR AND REMOTE CONTROL VALVES ARE LOCATED IN PAVED AREAS FOR GRAPHIC CLARITY ONLY. LOCATE ALL IRRIGATION EQUIPMENT IN ADJACENT PLANTER AREAS. PLACE BACKFLOW PREVENTOR IN SUCH A WAY AS TO BE CONCEALED BY SUBSEQUENT PLANTINGS, ON WALLS AND WALKS.
5. PRIOR TO CONSTRUCTION, CONTACT U.S.A. AT (811) TO VERIFY EXISTING UTILITIES.
6. ADJUST SPRAY COVERAGE OF HEADS TO PROVIDE PROPER COVERAGE AND TO PREVENT OVER SPRAY
7. PERFORM COVERAGE TEST PRIOR TO PLANTING.
8. CONFORM TO ALL APPLICABLE GOVERNING CODES.
9. PIPES UNDER WALKS, DRIVES AND STREETS ARE TO BE INSTALLED IN SLEEVES. SLEEVING UNDER STREETS SHALL BE SUPPLIED BY OWNER. SLEEVES UNDER WALKS AND DRIVES SHALL BE INSTALLED BY LANDSCAPE CONTRACTOR.
10. CONTROL WIRING SHALL BE #14 UL DIRECT BURIAL, OCCUPY THE SAME TRENCH, AND SHALL BE INSTALLED ALONG SIDE OR UNDER PRESSURE LINES. COMMON WIRE SHALL BE WHITE. TAPE WIRES TOGETHER AT TEN (10) FOOT INTERVALS. SPLICES SHALL BE MADE WITH WATERPROOF CONNECTORS.
11. ALL MATERIALS SHALL BE NEW AND IN PERFECT CONDITION. NO DEVIATIONS FROM THE SPECIFICATIONS WILL BE ALLOWED WITHOUT WRITTEN APPROVAL OF LANDSCAPE ARCHITECT.
12. MAINLINE SHALL BE SCH. 40 P.V.C. AT A MINIMUM DEPTH OF 24" BELOW FINISH GRADE. LATERAL PIPE SHALL BE CLASS 200 P.V.C. AT A MINIMUM DEPTH OF 12", AND DIRECT BURIAL CONTROL WIRE A MINIMUM DEPTH OF 24"
13. WHERE MORE THAN ONE PIPE IS INSTALLED IN A TRENCH, PLACE PIPE SIDE BY SIDE AT A MINIMUM OF 2' APART. WHERE SOIL CONDITIONS ARE ROCKY PLACE A 4" LAYER OF FINE MATERIAL ON BOTTOM OF TRENCH PRIOR TO INSTALLATION OF PIPE.
14. ALL VALVES SHALL BE ASVF SERIES, INSTALLED 12" ABOVE HIGHEST POINT OF DISCHARGE
15. 120 VOLT ELECTRICAL POWER OUTLET AT THE AUTOMATIC CONTROLLER LOCATION SHALL BE PROVIDED BY OTHERS. IT SHALL BE THE RESPONSIBILITY OF THE IRRIGATION CONTRACTOR TO MAKE THE FINAL HOOK-UP AS DIRECTED BY MANUFACTURER FROM THE ELECTRICAL OUTLET TO THE AUTOMATIC CONTROLLER.
16. CONTRACTOR SHALL SET THE INITIAL PROGRAM FOR THE CONTROLLER AND SHALL PROVIDE OWNER WITH THE INSTRUCTION MANUAL AND DEMONSTRATE IT OPERATION TO OWNER. OWNER IS THEN RESPONSIBLE FOR RESETTING CLOCK ACCORDING TO SEASONAL/ENVIRONMENTAL CHANGES, AND DURING PLANT ESTABLISHMENT PERIOD.
17. THE IRRIGATION SYSTEM SHALL BE GUARANTEED FOR ALL MATERIALS AND WORKMANSHIP, INCLUDING SETTLEMENT OF TRENCHES FOR A PERIOD OF ONE YEAR.



WELO STATEMENT:

'I HAVE COMPLIED WITH THE CRITERIA OF THE ORDINANCE AND APPLIED THEM ACCORDINGLY FOR THE EFFICIENT USE OF WATER IN THE IRRIGATION DESIGN PLAN' 6-11-18



TYPICAL PRODUCTION LANDSCAPE PLANS FOR

DOUGLAS 98 - ACACIA AT CYPRESS

WOODSIDE HOMES

SACRAMENTO COUNTY, CALIFORNIA

LIC.# 2557



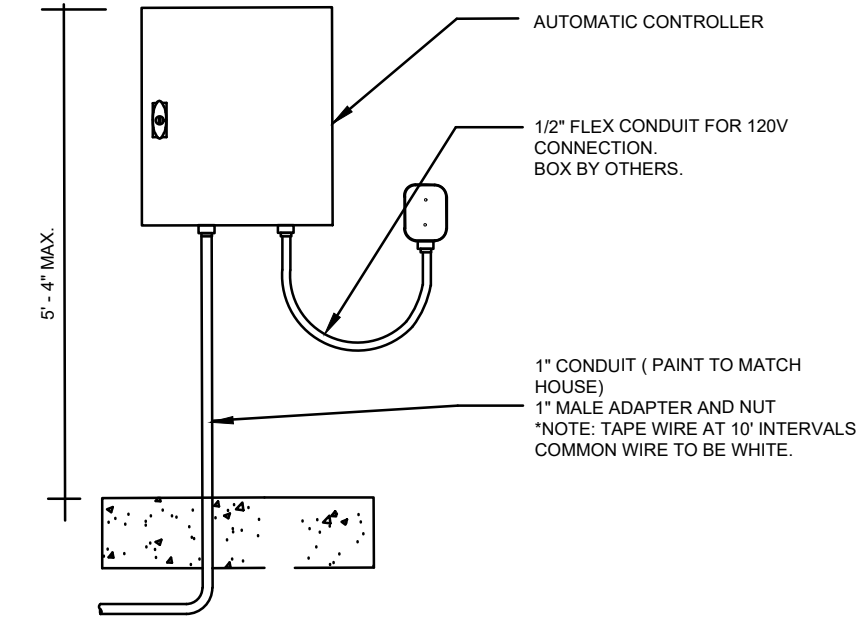
127 LINDA DRIVE
ROSEVILLE, CA 95678

SCALE: 1"= 10'-0"

DRAWING NO.

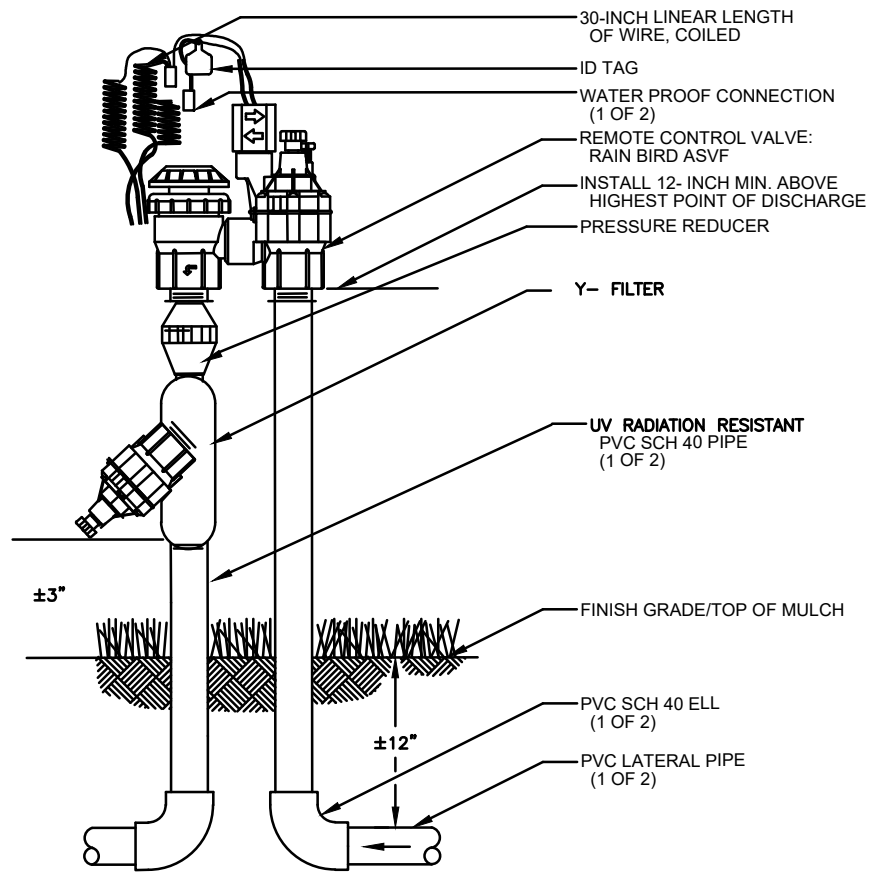
10-5-20

L-2



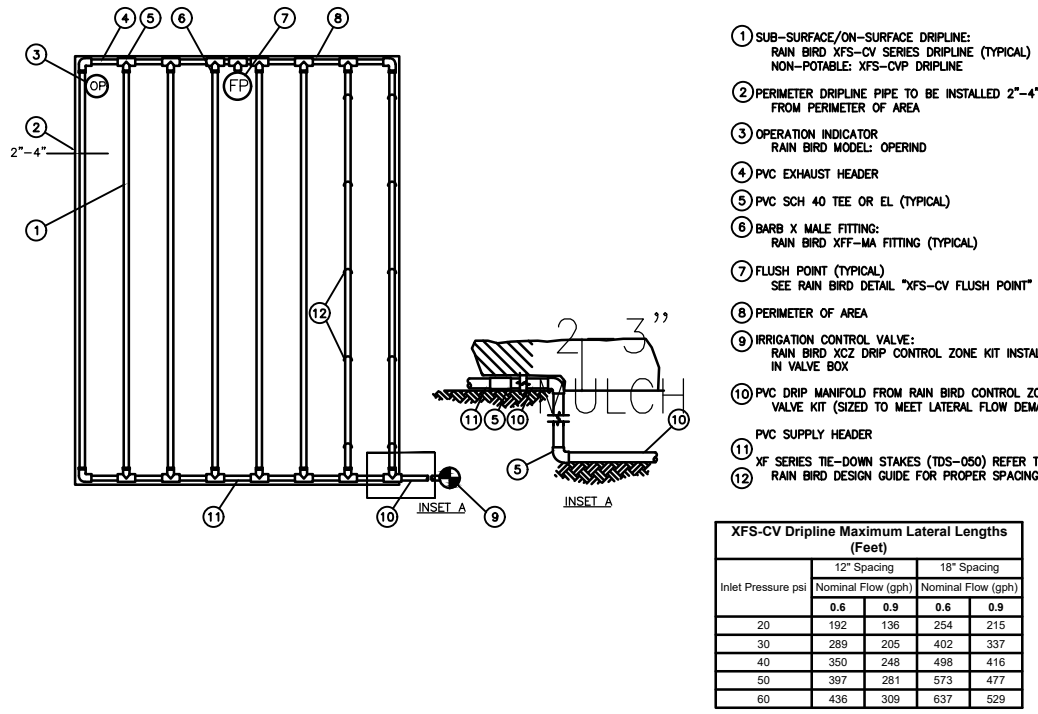
- NOTES:
1. INSTALLATION TO BE COMPLETED IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS.
 2. DO NOT SCALE DRAWINGS.

ELECTROMECHANICAL CONTROLLER
MOUNTED TO BUILDING WALL.



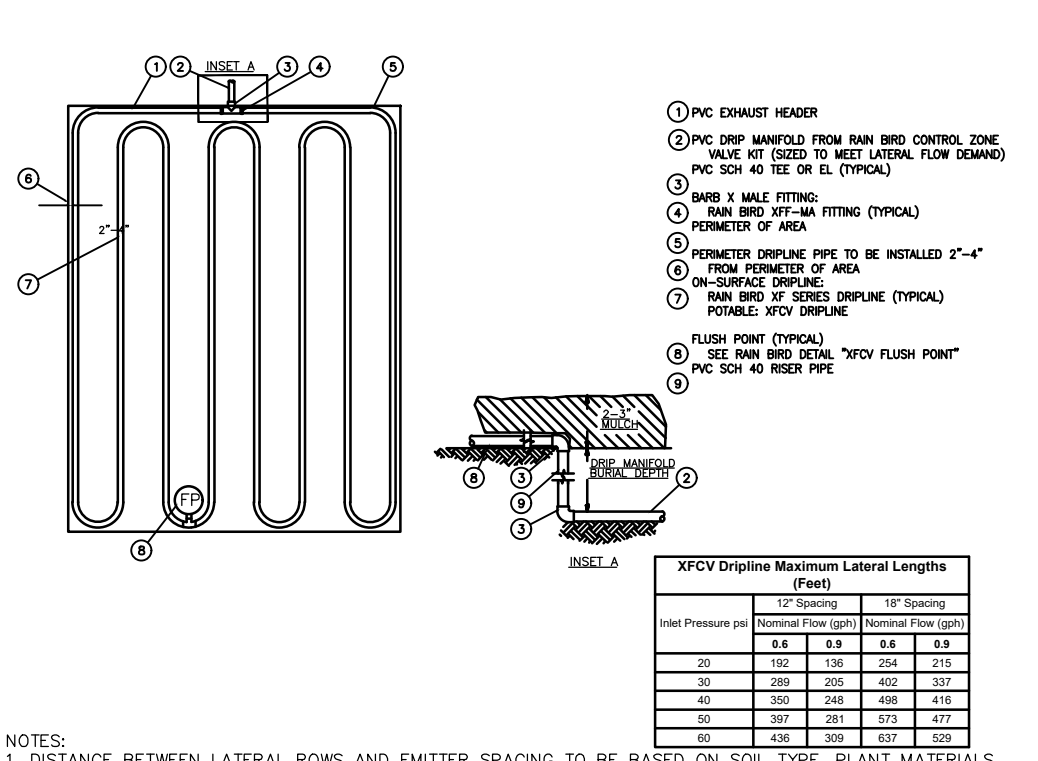
- NOTES:
1. INSTALLATION TO BE COMPLETED IN ACCORDANCE WITH MANUFACTURER'S SPECIFICATIONS.
 2. DO NOT SCALE DRAWINGS.

REMOTE CONTROL VALVE WITH DRIFT ASSEMBLY
PLASTIC COMBINATION ELECTRIC CONTROL VALVE/ATMOSPHERIC VACUUM BREAKER 12 INCHES ABOVE GRADE



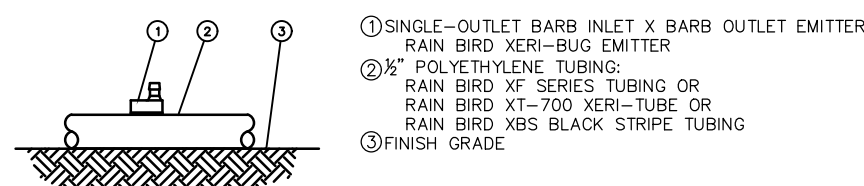
- NOTES:
1. FOR ALL VFS-CV AND POLY CONNECTIONS INSTALL XFF AND/OR XFD FITTINGS.
 2. DISTANCE BETWEEN LATERAL ROWS AND EMITTER SPACING TO BE BASED ON SOIL TYPE, PLANT MATERIALS AND CHANGES IN ELEVATION. SEE INSTALLATION SPECIFICATIONS ON RAIN BIRD WEB SITE (WWW.RAINBIRD.COM) FOR SUGGESTED SPACING.
 3. LENGTH OF LONGEST DRIPLINE LATERAL SHOULD NOT EXCEED THE MAXIMUM SPACING SHOWN IN THE ACCOMPANYING TABLE.
 4. WHEN USING 1/2 INCH INSERT FITTINGS WITH DESIGN PRESSURE OVER 50PSI, IT IS RECOMMENDED THAT STAINLESS STEEL CLAMPS BE INSTALLED ON EACH FITTING.

XFCV ON - SURFACE DRIPLINE
NTS



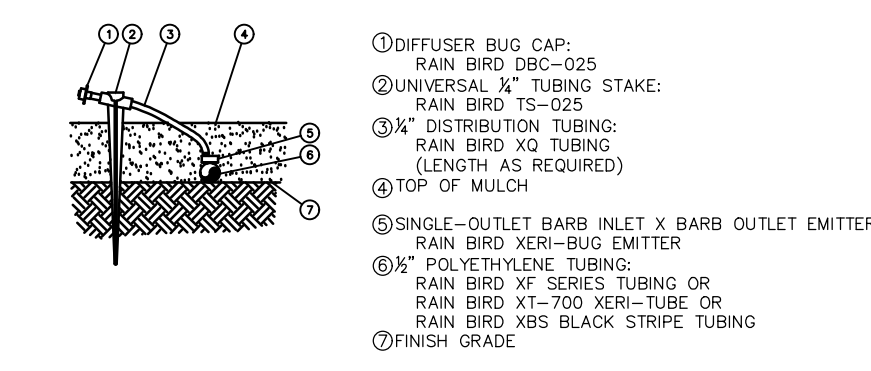
- NOTES:
1. DISTANCE BETWEEN LATERAL ROWS AND EMITTER SPACING TO BE BASED ON SOIL TYPE, PLANT MATERIALS AND CHANGES IN ELEVATION. SEE INSTALLATION SPECIFICATIONS ON RAIN BIRD WEB SITE (WWW.RAINBIRD.COM) FOR SUGGESTED SPACING.
 2. LENGTH OF LONGEST DRIPLINE LATERAL SHOULD NOT EXCEED THE MAXIMUM SPACING SHOWN IN THE ACCOMPANYING TABLE.
 3. WHEN USING 1/2 INCH INSERT FITTINGS WITH DESIGN PRESSURE OVER 50PSI, IT IS RECOMMENDED THAT STAINLESS STEEL CLAMPS BE INSTALLED ON EACH FITTING.

XFCV ON - SURFACE DRIPLINE
QUICK LAYOUT
NTS



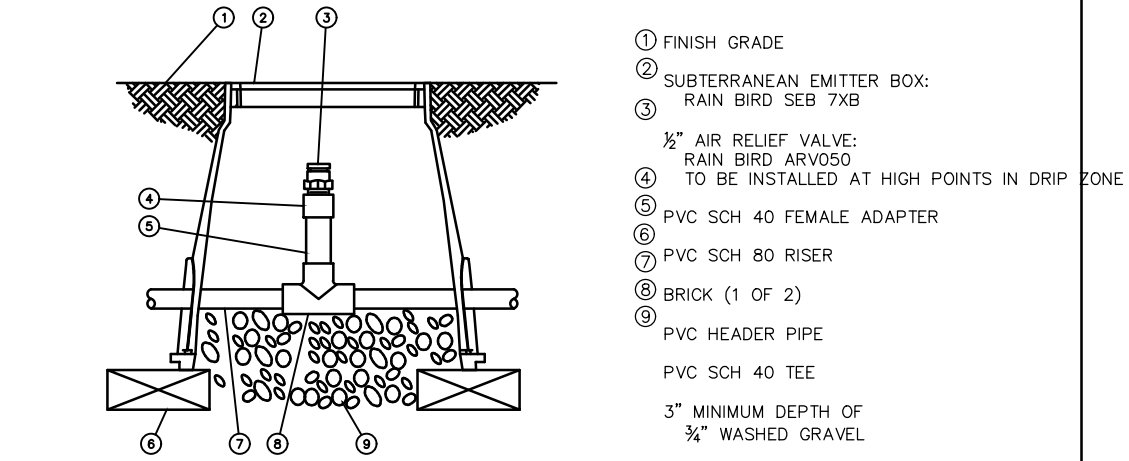
- NOTES:
1. USE RAIN BIRD XERIMAN TOOL XM-TOOL TO INSERT EMITTER DIRECTLY INTO 1/2" POLYETHYLENE TUBING.
 2. RAIN BIRD XERI-BUG BARB X BARB EMITTERS ARE AVAILABLE IN THE FOLLOWING MODELS:
XB-05PC 0.5 GPH XB-10PC 1.0 GPH XB-20PC 2.0 GPH

XERI-BUG INTO 1/2 INCH TUBING
NTS

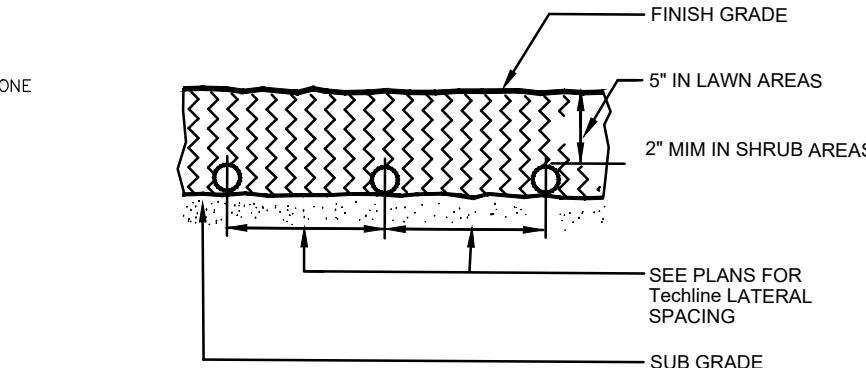


- NOTES:
1. USE RAIN BIRD XERIMAN TOOL XM-TOOL TO INSERT EMITTER DIRECTLY INTO 1/2" POLYETHYLENE TUBING.
 2. RAIN BIRD XERI-BUG BARB X BARB EMITTERS ARE AVAILABLE IN THE FOLLOWING MODELS:
XB-05PC 0.5 GPH XB-10PC 1.0 GPH XB-20PC 2.0 GPH

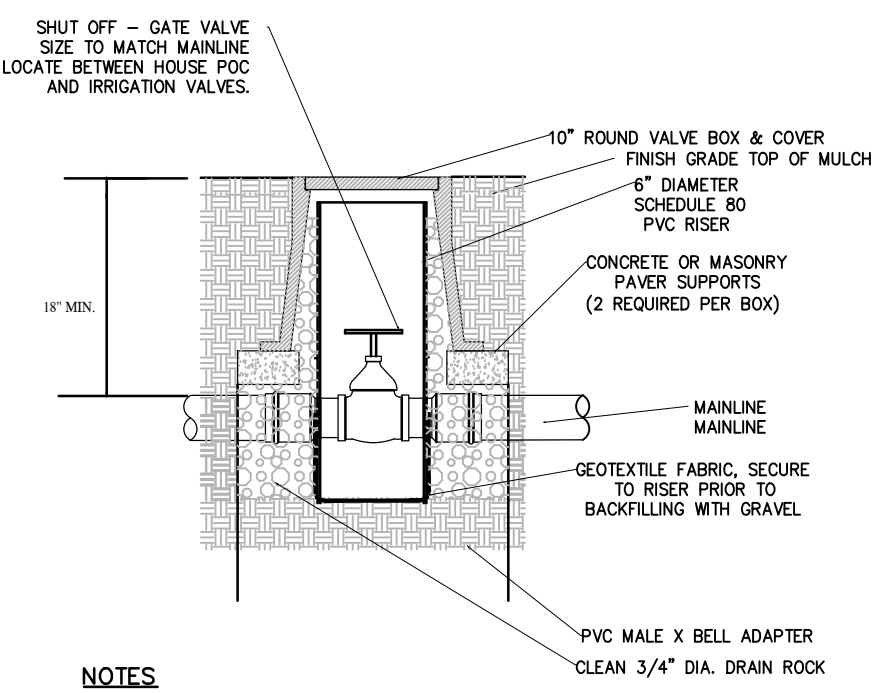
XERI-BUG INTO 1/2 INCH TUBING
WITH 1/4" TUBING, STAKE AND BUG CAP
NTS



XFS - SUB-SURFACE DRIPLINE
1/2" AIR RELIEF VALVE
NTS

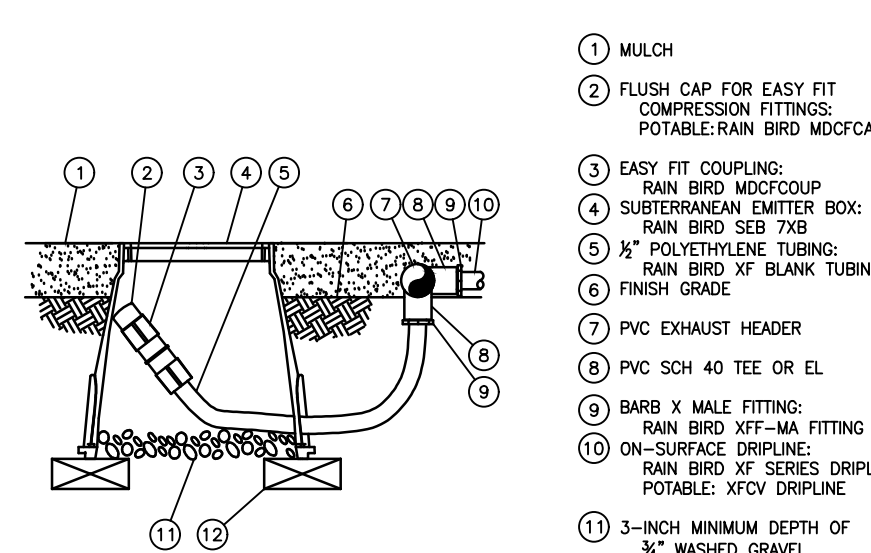


XFS SUBSURFACE
INSTALLATION
NO SCALE



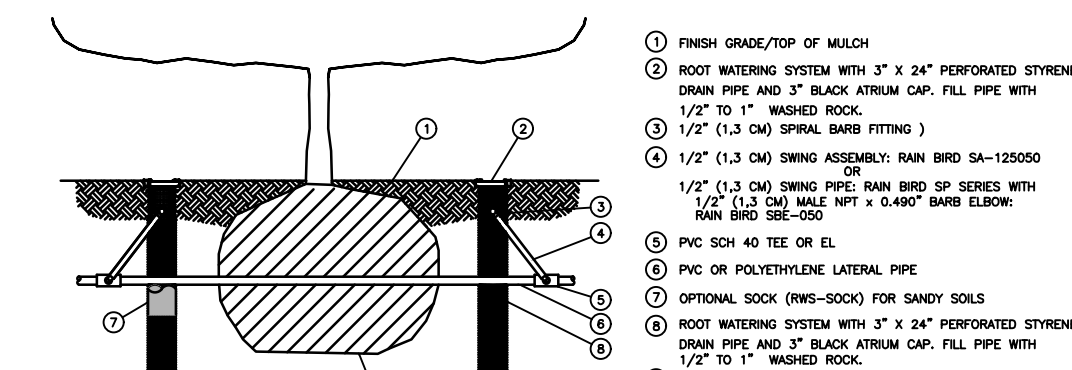
- NOTES:
1. COMPACT SOIL AROUND BOX TO 90% MINIMUM COMPACTION.
 2. PLACE DRAIN ROCK PRIOR TO INSTALLING VALVE BOX.
 3. GATE VALVE AND FITTINGS SHALL BE LINE SIZE UNLESS OTHERWISE NOTED.
 4. USE TEFLON TAPE ON ALL THREADED FITTINGS.
 5. LOCATE VALVES IN SHRUB/GROUND COVER AREAS WHENEVER POSSIBLE.
 6. LOOP EXTRA TRACER WIRE UP INSIDE BOX.

SHUT OFF VALVE
NTS



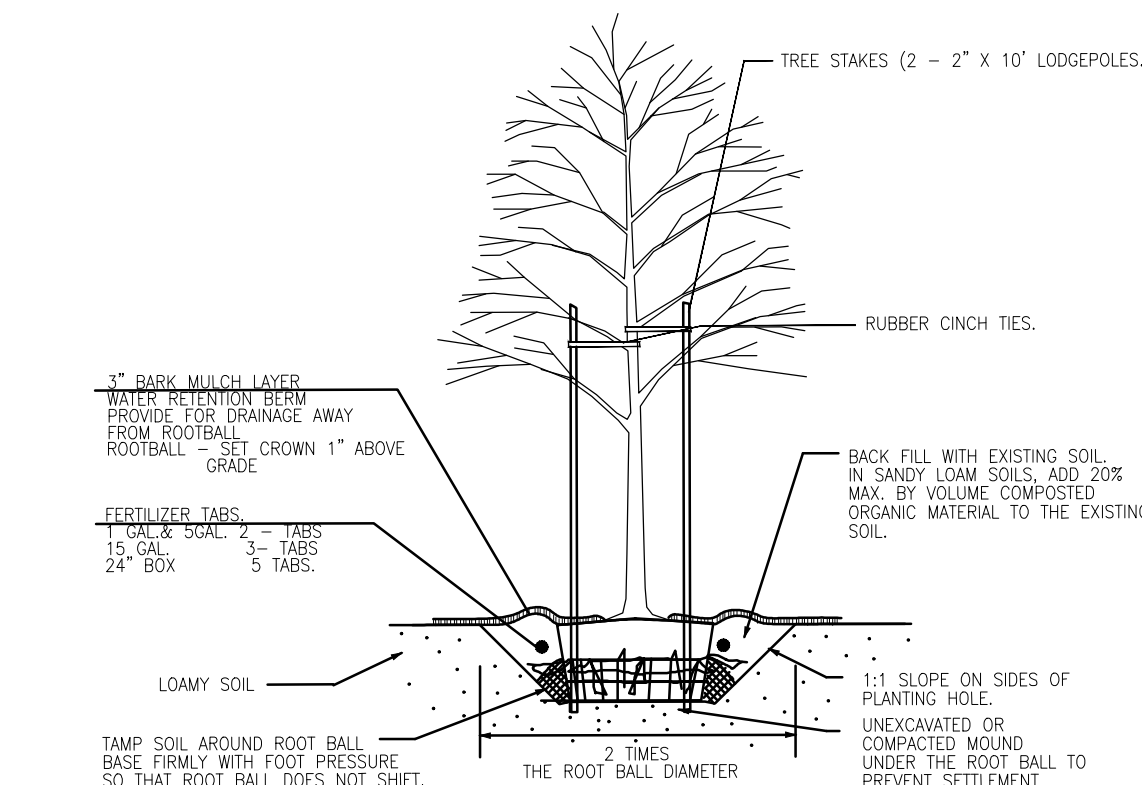
- NOTES:
1. ALLOW A MINIMUM OF 6-INCHES OF DRIPLINE TUBING IN VALVE BOX IN ORDER TO DIRECT FLUSHED WATER OUTSIDE VALVE BOX.

FLUSH VALVE IN BOX
NTS

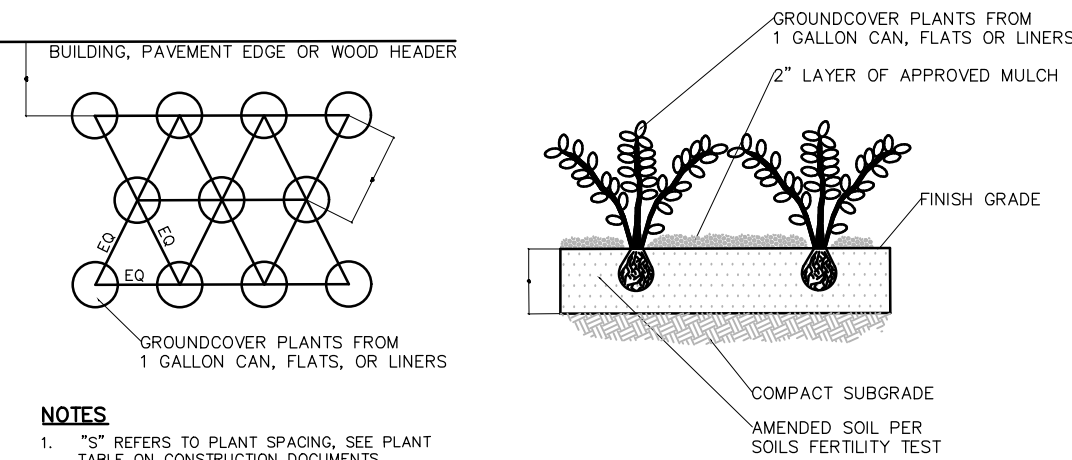


- NOTES:
1. POSITION 2-3 LINES (OR MORE) EVENLY SPACED AROUND PLANT. FOR NEW TREES PLACE NEW ROOT BALL FOR EXISTING TREES PLACE EXISTING ROOT BALL.
 2. INSTALL PRODUCT WITH TOP EVEN WITH GROUND SURFACE.
 3. WHEN INSTALLING IN EXTREMELY HARD OR CLAY SOILS, ADD 3/4" (1.9 CM) GRAVEL UNDER AND AROUND THE UNIT TO ALLOW FASTER WATER INFILTRATION AND ROOT PENETRATION.
 4. ONCE SHOWN PIPE HAS BEEN INSTALLED FILL THE BUCKET WITH 1/2" TO 1" DRAIN ROCK.

ROOT WATERING SYSTEM
INSTALLATION FOR TREES
NTS

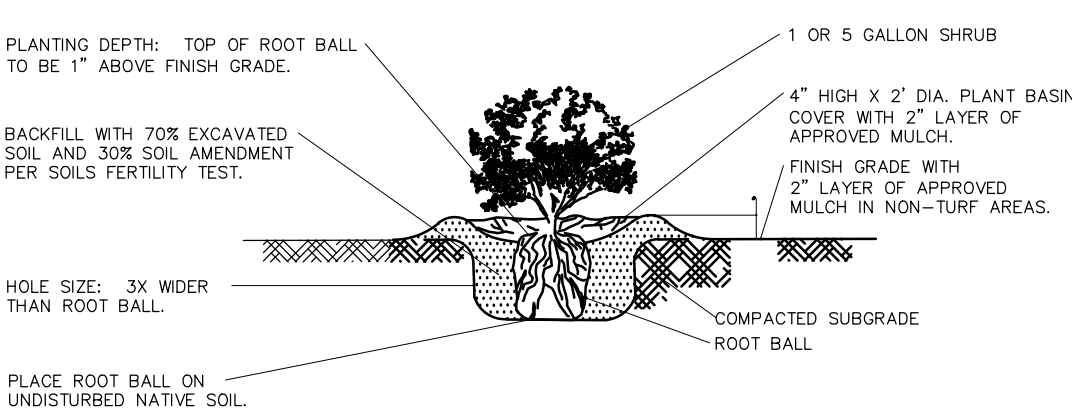


TREE PLANTING DETAIL
NTS



- NOTES:
1. "X" REFERS TO PLANT SPACING, SEE PLANT TABLE ON CONSTRUCTION DOCUMENTS.

GROUND COVER PLANTING
NOT TO SCALE



- NOTES:
1. AMENDMENT SHALL BE CONSISTENT WITH SOILS FERTILITY TEST.
 2. PLANTING AREAS SHALL BE TREATED WITH PRE-EMERGENT PRIOR TO PLANTING TO PREVENT GERMINATION OF WEED SEEDS.
 3. SCORE ROOT BALL IN VARIOUS LOCATIONS.

SHRUB PLANTING
NOT TO SCALE

TYPICAL PRODUCTION LANDSCAPE PLANS FOR
DOUGLAS 98 - ACACIA
WOODSIDE HOMES
PLACER COUNTY, CALIFORNIA

CLG
CROUCH LANDSCAPE GROUP
LIC # 2557
(916) 772-9801

127 LINDA DRIVE
ROSEVILLE, CA 95678

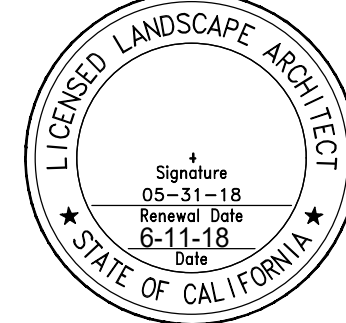
DETAILS

SCALE: 1"= 10'-0"

DRAWING NO.

10-1-2020

L-3



FORM 11-11

ACACIA AT CYPRESS

Project Information Sheet.

Date: 10-1-2020
Project Applicant: WOODSIDE HOMES - MIKE KITCHELL
Project Address: DOUGLAS 98 ACACIA
Project Assessor's Parcel Number/ Total Landscape Area (Sq.Ft): ___15000___
Project Type New X___ Rehabilitated___ Private___

Water Supply Type: Potable X___ Recycled___ Well___
Name of Water Supplier, if not served by private well:

Landscape Documentation Package:

Water efficient Landscape Worksheets.
Hydrozone Information Table
Water Budget Calculations. Max Applied Water Allow.
Water Budget Calculations. Estimated Total Applied
Use (MAWA)
Soil Management Report
Landscape Design Plan
Irrigation Design Plan.
Grading Design Plan * SEE CIVIL PLANS

(MAWA)
Water

Project Applicant. Telephone 916-608-9600 MIKE KITCHELL

Title Owner SAME Fax No. N/A.
City 111 Woodmere Rd, Su 150 State: Ca Zip: 95630
Property Owner: Same Telephone: Same Fax No.

Title: Sr. project manager	email:same
Company: same	Address:same
City:	State: Zip:
I agree to comply with the requirement of the Water Efficient Ordinance and submit a complete Landscape Documentation Package.	
(Applicant Signature)	(Date)

CERT OF COMP.

CERTIFICATE OF COMPLETION
THIS CERTIFICATE IS FILLED OUT BY THE PROJECT APPLICANT UPON COMPLETION OF THE LANDSCAPE PROJECT.

PART 1. PROJECT INFORMATION SHEET

DATE:10-1-2020
Project Name : DOUGLAS 98 ACACIA
Name of Project Applicant: Telephone: 916-608-9600
MIKE KITCHELL

Owner: WOODSIDE HOMES Email: www.woodsidehome.com
Address: 111 Woodmere Rd. Su 150
City: Folsom State: Ca Zip: 95630

Project Address and Location: DOUGLAS 98 ACACIA
Street:LOTS City: RANCHO CORDOVA
State: CA Zip:

Property Owner or Designee:
Name: Same Telephone: Same
Title: Same Fax.
Company: SAME Email Address:
City: SAME Street: Same

Property owner:
I/we certify that I/we have received copies of all the documents within the Landscape Documentation Package and the Certificate of Completion and that it is our responsibility to see that the project is maintained in accordance with the Landscape and Irrigation Maintenance Schedule.

Property owner Signature Date:

Please answer the questions below:

1. Date the Landscape Doc. Package was submitted to agency: _____
2. Date the Landscape Doc. Package was approved: _____
3. Date that copy of the Water Efficient Landscape Worksheet including the Water Budget calculation was submitted to the local water purveyor: _____

*Soils Test to be conducted at completion of finish grade / prior to plant installation.
*Updated irrigation schedule to be completed by irrigation auditor at completion of installation.

IRRIGATION ESTABLISHMENT SCHEDULE						
Station and Type.	Seasonal Run Times.					
	Spring.	Sum.	Fall.	Wint.		
1 TREE BUBBLERS	3 20 1	3 25 1	3 15 1	0 0 0	DAYS/WEEK	ST. RUN TIME CYCLES/DAY
2 FX. LAWN	7 10 2	7 15 3	7 10 2	0 0 0	DAYS/WEEK	ST. RUN TIME CYCLES/DAY
3 DRIP LOW SHRUBS	3 25 1	4 35 1	3 25 1	0 0 0	DAYS/WEEK	ST. RUN TIME CYCLES/DAY
4 DRIP MED SHRUBS	3 25 1	4 35 1	3 25 1	0 0 0	DAYS/WEEK	ST. RUN TIME CYCLES/DAY
5 DRIP LOW SHRUBS ON CORNER LOTS	3 25 1	4 35 1	3 25 1	0 0 0	DAYS/WEEK	ST. RUN TIME CYCLES/DAY

IRRIGATION MAINTENANCE SCHEDULE						
Station and Type.	Seasonal Run Times.					
	Spring.	Sum.	Fall.	Wint.		
1 TREE BUBBLERS	3 15 1	3 20 1	3 15 1	0 0 0	DAYS/WEEK	ST. RUN TIME CYCLES/DAY
2 FX. LAWN	7 20 1	7 20 1	7 20 1	0 0 0	DAYS/WEEK	ST. RUN TIME CYCLES/DAY
3 DRIP LOW SHRUBS	3 15 1	4 20 1	3 15 1	0 0 0	DAYS/WEEK	ST. RUN TIME CYCLES/DAY
4 DRIP MED SHRUBS	3 20 1	4 30 1	3 20 1	0 0 0	DAYS/WEEK	ST. RUN TIME CYCLES/DAY
5 DRIP LOW SHRUBS ON CORNER LOTS	3 15 1	4 20 1	3 15 1	0 0 0	DAYS/WEEK	ST. RUN TIME CYCLES/DAY

WATER EFFICIENT LANDSCAPE WORKSHEET						
SECTION A. HYDROZONE INFORMATION TABLE (ACACIA PLAN 3 CORNER)						
HYDROZONE/ VALVE #	WATER USE	IRRI GATION METHOD	LANDSCAPE AREA (SQ.FT)	LOW	MED	HIGH
1- LAWN	HIGH	DRIP				
2 - SHRUBS	LOW	DRIP	316			331
3 - SHRUBS SIDE	LOW	DRIP	133			
4- TREE BUBBLERS	MED	BUBBLERS		120		
TOTALS				1049	120	0
TOTAL SQ.FT.				= 1169		

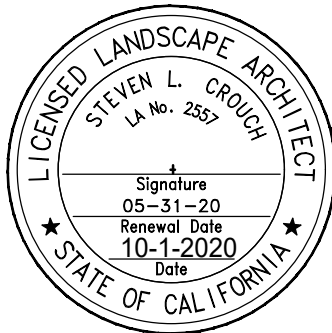
WATER EFFICIENT LANDSCAPE WORKSHEET						
SECTION B. WATER BUDGET CALCULATION ACACIA PLAN 3 CORNER						
MAXIMUM APPLIED WATER ALLOWANCE (MAWA)						
REFERENCE EVAPOTRANSPIRATION (ETO)				51.9		
HYDROZONE/ VALVE #	WATER USE	PLANT FACTOR (PF)	IRRI GATION METHOD	IRRI GATION EFFICIENCY (IE) C.	ETAF LANDSCAPE AREA (SQ.FT)	ETAF X AREA REFERENCE ESTIMATED TOTAL (ETO) WATER USE (ETBW)
REGULAR LANDSCAPE AREA						
1- LAWN	HIGH	0.8	DRIP	0.81	0.988	331 332.84 91.9 10710.11
2 - SHRUBS	LOW	0.2	DRIP	0.81	0.241	316 18.02 91.9 2910.68
3 - SHRUBS SIDE	LOW	0.2	DRIP	0.81	0.241	133 18.09 91.9 5873.82
4- TREE BUBBLERS	MED	0.5	BUBBLERS	0.81	0.417	120 14.01 91.9 2383.56
TOTALS					1906	665.93 ETBW = 21428.16
SPECIAL LANDSCAPE AREAS						
S-1	HIGH		DRIP	0.81	0.24	0 0
MAWA = (ANNUAL GALLONS ALLOWED) = (ETO) * (60) * (ETAF X LA) + (IE-ETAF) X SLA				MAWA = 26653		
ETAF RESIDENTIAL				0.95		
ETAF NON - RESIDENTIAL				0.45		
ETBW (ANNUAL GALLONS REQUIRED) = ETO X 0.62 X ETAF X AREA.						
CONVERSION FACTOR ACRE-INCHES PER YEAR TO GALLONS PER SQUARE F				0.62		
MAWA (ANNUAL GALLONS ALLOWED) = (ETO)						
CONVERSION FACTOR ACRE-INCHES PER YEAR TO GALLONS PER SQUARE FOOT PER YEAR						
IRRIGATION EFFICIENCY						
0.75 FOR SPRAY				0.75		
0.81 FOR DRIP				0.81		

WATER EFFICIENT LANDSCAPE WORKSHEET						
SECTION A. HYDROZONE INFORMATION TABLE (ACACIA PLAN 2 STANDARD LOT)						
HYDROZONE/ VALVE #	WATER USE	IRRI GATION METHOD	LANDSCAPE AREA (SQ.FT)	LOW	MED	HIGH
1- LAWN	HIGH	DRIP				
2 - SHRUBS	LOW	DRIP	431		40	92
4- TREE BUBBLERS	MED	BUBBLERS				
TOTALS				431	40	0
TOTAL SQ.FT.				= 471		

WATER EFFICIENT LANDSCAPE WORKSHEET						
SECTION B. WATER BUDGET CALCULATION ACACIA PLAN 2 STANDARD LOT						
MAXIMUM APPLIED WATER ALLOWANCE (MAWA)						
REFERENCE EVAPOTRANSPIRATION (ETO)				51.9		
HYDROZONE/ VALVE #	WATER USE	PLANT FACTOR (PF)	IRRI GATION METHOD	IRRI GATION EFFICIENCY (IE) C.	ETAF LANDSCAPE AREA (SQ.FT)	ETAF X AREA REFERENCE ESTIMATED TOTAL (ETO) WATER USE (ETBW)
REGULAR LANDSCAPE AREA						
1- LAWN	HIGH	0.8	DRIP	0.81	0.988	92 90.86 91.9 2923.83
2 - SHRUBS	LOW	0.2	DRIP	0.81	0.241	431 106.42 91.9 3424.31
4- TREE BUBBLERS	MED	0.5	BUBBLERS	0.81	0.417	40 14.69 91.9 794.92
TOTALS					563	221.98 ETBW = 7142.12
SPECIAL LANDSCAPE AREAS						
S-1	HIGH		DRIP	0.81	0.24	0 0
MAWA = (ANNUAL GALLONS ALLOWED) = (ETO) * (60) * (ETAF X LA) + (IE-ETAF) X SLA				MAWA = 9363.92		
ETAF RESIDENTIAL				0.95		
ETAF NON - RESIDENTIAL				0.45		
ETBW (ANNUAL GALLONS REQUIRED) = ETO X 0.62 X ETAF X AREA.						
CONVERSION FACTOR ACRE-INCHES PER YEAR TO GALLONS PER SQUARE F				0.62		
MAWA (ANNUAL GALLONS ALLOWED) = (ETO)						
CONVERSION FACTOR ACRE-INCHES PER YEAR TO GALLONS PER SQUARE FOOT PER YEAR						
IRRIGATION EFFICIENCY						
0.75 FOR SPRAY				0.75		
0.81 FOR DRIP				0.81		

WATER EFFICIENT LANDSCAPE WORKSHEET						
SECTION A. HYDROZONE INFORMATION TABLE (ACACIA PLAN 4 STD.)						
HYDROZONE/ VALVE #	WATER USE	IRRI GATION METHOD	LANDSCAPE AREA (SQ.FT)	LOW	MED	HIGH
1- LAWN	HIGH	DRIP				
2 - SHRUBS	LOW	DRIP	510		40	165
4- TREE BUBBLERS	MED	BUBBLERS				
TOTALS				510	40	0
TOTAL SQ.FT.				= 550		

WATER EFFICIENT LANDSCAPE WORKSHEET						
SECTION B. WATER BUDGET CALCULATION MAGNOLIA PLAN 2						
MAXIMUM APPLIED WATER ALLOWANCE (MAWA)						
REFERENCE EVAPOTRANSPIRATION (ETO)				51.9		
HYDROZONE/ VALVE #	WATER USE	PLANT FACTOR (PF)	IRRI GATION METHOD	IRRI GATION EFFICIENCY (IE) C.	ETAF LANDSCAPE AREA (SQ.FT)	ETAF X AREA REFERENCE ESTIMATED TOTAL (ETO) WATER USE (ETBW)
REGULAR LANDSCAPE AREA						
1- LAWN	HIGH	0.8	DRIP	0.81	0.988	165 166.91 91.9 5310.95
2 - SHRUBS	LOW	0.2	DRIP	0.81	0.241	510 126.93 91.9 4082.84
4- TREE BUBBLERS	MED	0.5	BUBBLERS	0.81	0.417	40 14.69 91.9 794.92
TOTALS					719	317.53 ETBW = 10211.51
SPECIAL LANDSCAPE AREAS						
S-1	HIGH		DRIP	0.81	0.24	0 0
MAWA = (ANNUAL GALLONS ALLOWED) = (ETO) * (60) * (ETAF X LA) + (IE-ETAF) X SLA				MAWA = 12724.8		
ETAF RESIDENTIAL				0.95		
ETAF NON - RESIDENTIAL				0.45		
ETBW (ANNUAL GALLONS REQUIRED) = ETO X 0.62 X ETAF X AREA.						
CONVERSION FACTOR ACRE-INCHES PER YEAR TO GALLONS PER SQUARE F				0.62		
MAWA (ANNUAL GALLONS ALLOWED) = (ETO)						
CONVERSION FACTOR ACRE-INCHES PER YEAR TO GALLONS PER SQUARE FOOT PER YEAR						
IRRIGATION EFFICIENCY						
0.75 FOR SPRAY				0.75		
0.81 FOR DRIP				0.81		



WATER CONSERVATION WORKSHEETS.

TYPICAL PRODUCTION LANDSCAPE PLANS FOR

DOUGLAS 98 - ACACIA
WOODSIDE HOMES
PLACER COUNTY, CALIFORNIA



127 LINDA DRIVE
ROSEVILLE, CA 95678

SCALE: N.A.

DRAWING NO.

10-1-2020

L-4

ITEM 11.1.
CONDITIONS OF APPROVAL

ATTACHMENT 3
Exhibit B to the Resolution

<u>Conditions of Approval</u>		Category	<u>Timing/ Implementation</u>	<u>Enforcement/ Monitoring</u>
1.	The approved entitlement is for a Special Development Permit and Major Design Review Permit for Woodside Homes, Acacia at Cypress. The project shall be constructed consistent with the Design Booklet (Exhibit A) for four residential plans, and preliminary landscape plans. Project DD10010.	Project Description	On-Going	Planning
2.	The Special Development Permit setbacks shall include the following setbacks for Acacia at Cypress: Front Setback (Building) 12.5 feet Front Setback (Garage) 19 feet Side Setback 5 ft/4 ft Side Setback Corner Lot 12.5 feet Rear Setback 10 feet for single story 15 feet for two story	Special Development Permit	On-Going	Planning/Building
3.	The Applicant shall hold harmless the City, its Council Members, officers, agents, employees, and representatives from liability for any award, damages, costs and fees incurred by the City and/or awarded to any plaintiff in an action challenging the validity of this permit or any environmental or other documentation related to approval of this permit. Applicant further agrees to provide a defense for the City in any such action.	General	On-Going	Planning
4.	Any future alteration to the buildings, change in use, intensification of the site, or modification to the parking and landscaped area must be reviewed by the City to ensure compliance with all local, state, and federal regulations. Minor modifications that are found to be in substantial conformance with the approved plans such as colors, plant materials, or minor lot line adjustments, may be approved administratively. Major modifications shall be approved by the applicable decision making body.	General	On-Going	Planning
5.	Applicant/Developer shall not carry a negative account balance with the City for the processing of the project. If a negative account balance occurs, it will be the developer's	General	On-Going	Planning

ITEM 11.1.
CONDITIONS OF APPROVAL

ATTACHMENT 3
Exhibit B to the Resolution

<u>Conditions of Approval</u>		Category	<u>Timing/ Implementation</u>	<u>Enforcement/ Monitoring</u>
	responsibility to pay the balance due, in order to avoid delays in the processing of future permits or recordation of maps. Please email the Finance Department at billings@cityofranhocordova.org for the status of your account with the City.			
6.	The Permit is valid for a period of three (3) years from the date of City Council approval unless an extension is granted by the Community Development Director or the Development Agreement expiration date.	Expiration	On-Going	Planning
7.	The applicant shall comply with the Sunridge Specific Plan Mitigation Monitoring Reporting Plan (MMRP) and the Eastside Property Mitigated Negative Declaration.	Environmental	On-Going	Planning
8.	Signage is not approved with this permit. All signage shall comply with the City of Rancho Cordova Zoning Code.	Signage	On-Going	Planning
9.	Noise sources associated with construction, repair, remodeling, demolition, paving and/or grading of any real property must adhere to the development standards outlined within the City's Noise Element, RCMC 6.68 and RCMC 16.18.1407(F).	Noise	On-Going	Code Enforcement /Building
10.	The removal and replanting of landscape not listed on the approved plan set must be consistent with RCMC 23.716.080 through 23.716.090 and reviewed by the Planning Department prior to the removal. All landscape care, maintenance, and tree pruning must adhere to RCMC 23.716.100 through 23.716.110.	Landscaping	On-Going	Planning
11.	Applicant shall be responsible for all damage to City streets associated with construction of the project and shall repair any damage as soon as possible.	Infrastructure	On-Going	Public Works
Prior to Issuance of Building Permit				
12.	Submit Master Plans that include final landscaping and fence plans for review and approval by the Planning Department.	Landscape	Prior to Issuance of Building Permit	Planning
13.	Final landscape plan shall include the addition of weed barrier installed in Front yard prior to installation of ground cover for each production home.	Weed Barrier	Prior to Issuance of Building Permit	Planning

ITEM 11.1.
CONDITIONS OF APPROVAL

ATTACHMENT 3
Exhibit B to the Resolution

<u>Conditions of Approval</u>		Category	<u>Timing/ Implementation</u>	<u>Enforcement/ Monitoring</u>
14.	The following criteria will be used to ensure the project meets the adopted design guidelines: • No two identical floor plans with the same building elevations within the same master home plan series shall be located directly adjacent to each other. • Plan Four shall not be located adjacent to each other. • Plan Four garage doors for all elevations shall include windows/translucent consistent with the Design Booklet (Exhibit A).	Plan Layout and Architecture	Prior to Issuance of Building Permit	Planning
15.	The applicant shall contact Permit Services Unit at PermitServices@sacsewer.com or 916-876-6100 to determine if sewer impact fees are due.	Sewer	Prior to issuance of Building Permits	Sacramento Sewer District
16.	Prior to the issuance of any building permits for the project, the project developer/owner shall pay appropriate development fees applicable at the time of building permit issuance in accordance with Title 4 of the Sacramento County Water Agency (SCWA) Code.	Water	Prior to issuance of Building Permits	Sacramento Water Agency
17.	Residential fire sprinkler plans shall be submitted for review and approval to the Sacramento Metropolitan Fire District for all new one and two family dwellings in accordance with the California Residential Code.	Fire Sprinklers	Prior to issuance of Building Permits	Fire
18.	A final landscape plan shall be submitted to the Planning Department in conjunction with improvement plan and or building permit submittal and approved by the Planning and Public Works Departments prior to issuance of permits and/or any installation of landscape materials RCMC 23.716.020. The final landscape planting and irrigation plan shall be prepared by a registered licensed landscape architect and include the following items per RCMC 22.180.060: • Planting plan to scale that indicate slope • Irrigation Plan	Landscaping	Prior to issuance of Building Permits	Planning/Public Works

ITEM 11.1.
CONDITIONS OF APPROVAL

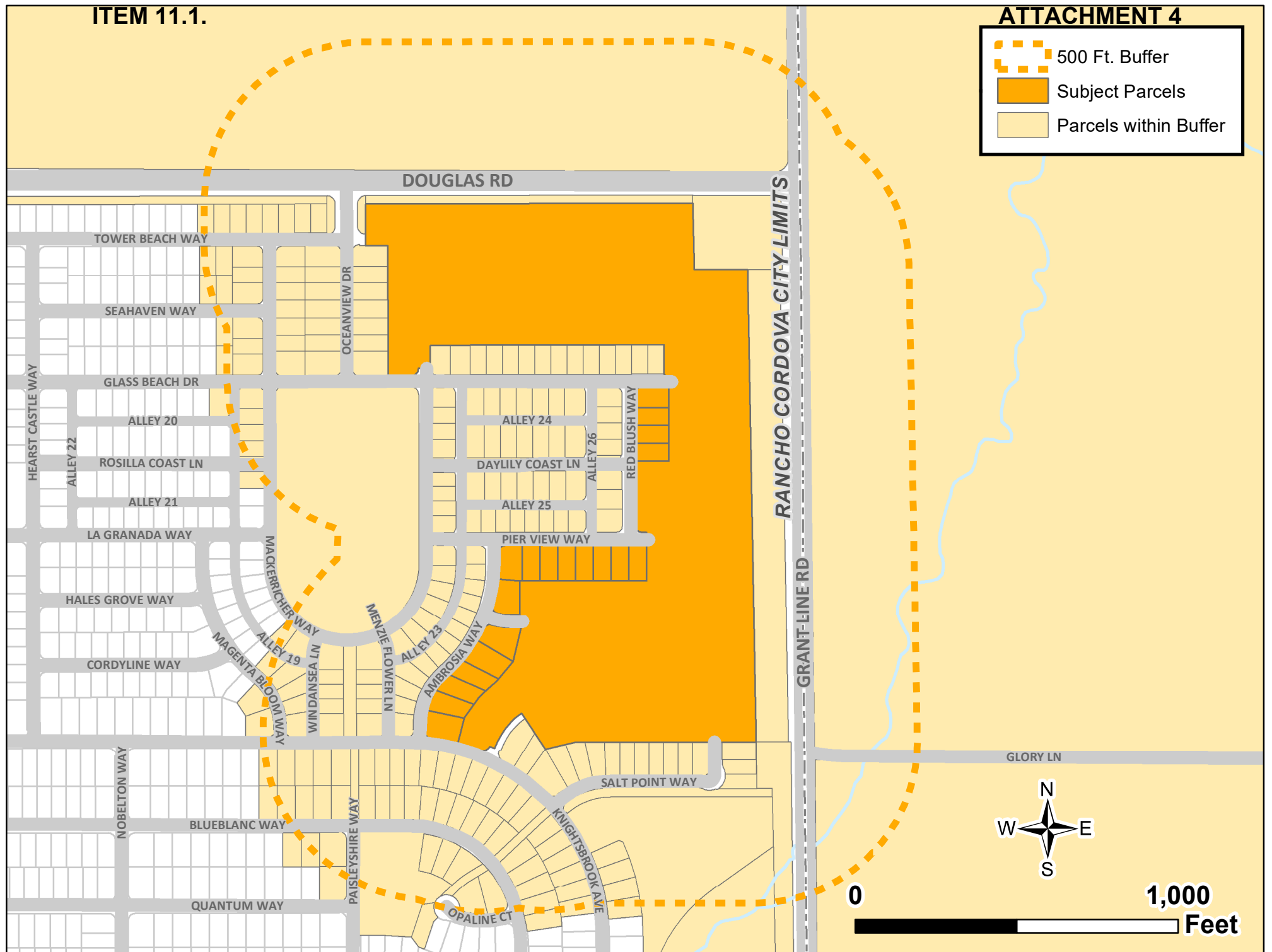
ATTACHMENT 3
Exhibit B to the Resolution

<u>Conditions of Approval</u>		Category	<u>Timing/ Implementation</u>	<u>Enforcement/ Monitoring</u>
	• Soils Test • Water Use Calculations • Irrigation Schedule			
19.	The applicant shall comply with SMUD conditions as follows; a. Structural setbacks less than 14-feet shall require the applicant to conduct a pre-engineering meeting with all utilities to ensure property clearances are maintained. b. SMUD reserves the right to use any portion of its easements on or adjacent to the subject property that it reasonably needs and shall not be responsible for any damages to the developed property within said easement that unreasonably interferes with those needs. c. The Applicant shall not place any building foundations within 5-feet of any SMUD trench to maintain adequate trench integrity. The Applicant shall verify specific clearance requirements for other utilities (e.g., Gas, Telephone, etc.). d. Any necessary future SMUD facilities located on the Applicant's property shall require a dedicated SMUD easement. This will be determined prior to SMUD performing work on the Applicant's property.	SMUD Infrastructure	Prior to issuance of Building Permits	SMUD
Prior to Final Inspection				
20.	A concrete path will be provided from the driveway to the garage person door and an additional concrete pad area shall be installed by the developer for the storage of garbage receptacles behind the fence line.	Outdoor area	Prior to final Building Inspection	Planning
21.	Each home must be equipped with adequate outdoor lighting as well as an illuminated address plate located on the front elevation.	Lighting	Prior to final Building Inspection	Planning
22.	Upon completion of the installation of the landscaping, the designer shall certify that the landscape complies with all city water conserving landscape requirements. Certification shall be accomplished by completion of a certificate of compliance	Landscaping	Prior to final Building Inspection	Public Works

ITEM 11.1.
CONDITIONS OF APPROVAL

ATTACHMENT 3
Exhibit B to the Resolution

<u>Conditions of Approval</u>		Category	<u>Timing/ Implementation</u>	<u>Enforcement/ Monitoring</u>
	on a form approved by the director of the city public works department. Specifically, for the Landscape Lots along the public right of way, failure to submit a complete and accurate certificate of compliance will delay final approval of the project and/or discontinue water service per RCMC 22.180.090. Upon receipt of the certificate of compliance and site inspection from City staff, the landscaping performance bond will be released.			
23.	Residential roof coverings shall consist of materials having a minimum Class C rating.	Fire	Prior to final Building Inspection	Fire
24.	Approved numbers or addresses shall be placed on all new or existing buildings in such a position as to be easily read from the street or road fronting the property. The minimum size of the numbers shall not be less than six (6) inches and shall be mounted immediately adjacent to a light source and shall also contrast with their background.	Address	Prior to final Building Inspection	Fire



ITEM 11.1.

067-1120-021-0000
ALLEN MARIE/ROSEMARIE
4091 WINDANSEA LN
RANCHO CORDOVA CA 95742

067-1120-020-0000
CHILUKURI PAVAN/LIKHITA PATRA
4087 WINDANSEA LN
RANCHO CORDOVA CA 95742

067-1080-011-0000
CURRENT RESIDENT
4136 PAISLEYSHIRE WAY
RANCHO CORDOVA CA 95742

067-1120-002-0000
CURRENT RESIDENT
4021 OCEANVIEW DR
RANCHO CORDOVA CA 95742

067-1120-005-0000
CURRENT RESIDENT
4009 OCEANVIEW DR
RANCHO CORDOVA CA 95742

067-1120-008-0000
CURRENT RESIDENT
4000 OCEANVIEW DR
RANCHO CORDOVA CA 95742

067-1120-011-0000
CURRENT RESIDENT
4012 OCEANVIEW DR
RANCHO CORDOVA CA 95742

067-1120-014-0000
CURRENT RESIDENT
4024 OCEANVIEW DR
RANCHO CORDOVA CA 95742

067-1120-017-0000
CURRENT RESIDENT
4017 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1130-001-0000
CURRENT RESIDENT
12757 SEAHAVEN WAY
RANCHO CORDOVA CA 95742

067-1130-158-0000
ASHARI AHMAD WALEED/SONAILA
GARDIZI
4090 MACKERRICHER WAY
RANCHO CORDOVA CA 95742
073-0040-036-0000
CORDOVA HILLS LLC
5241 ARNOLD AVE
MCCLELLAN CA 95652

067-1100-008-0000
CURRENT RESIDENT
4053 RED BLUSH WAY
RANCHO CORDOVA CA 95742

067-1120-003-0000
CURRENT RESIDENT
4017 OCEANVIEW DR
RANCHO CORDOVA CA 95742

067-1120-006-0000
CURRENT RESIDENT
4005 OCEANVIEW DR
RANCHO CORDOVA CA 95742

067-1120-009-0000
CURRENT RESIDENT
4004 OCEANVIEW DR
RANCHO CORDOVA CA 95742

067-1120-012-0000
CURRENT RESIDENT
4016 OCEANVIEW DR
RANCHO CORDOVA CA 95742

067-1120-015-0000
CURRENT RESIDENT
4025 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1120-018-0000
CURRENT RESIDENT
4013 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1130-002-0000
CURRENT RESIDENT
12753 SEAHAVEN WAY
RANCHO CORDOVA CA 95742

ATTACHMENT 4

067-1130-137-0000
CASELLA RONALD/CHARMAE HIPOS
4090 MAGENTA BLOOM WAY
RANCHO CORDOVA CA 95742

067-1080-009-0000
CURRENT RESIDENT
12845 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1120-001-0000
CURRENT RESIDENT
4025 OCEANVIEW DR
RANCHO CORDOVA CA 95742

067-1120-004-0000
CURRENT RESIDENT
4013 OCEANVIEW DR
RANCHO CORDOVA CA 95742

067-1120-007-0000
CURRENT RESIDENT
4001 OCEANVIEW DR
RANCHO CORDOVA CA 95742

067-1120-010-0000
CURRENT RESIDENT
4008 OCEANVIEW DR
RANCHO CORDOVA CA 95742

067-1120-013-0000
CURRENT RESIDENT
4020 OCEANVIEW DR
RANCHO CORDOVA CA 95742

067-1120-016-0000
CURRENT RESIDENT
4021 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1120-024-0000
CURRENT RESIDENT
12770 GLASS BEACH DR
RANCHO CORDOVA CA 95742

067-1130-021-0000
CURRENT RESIDENT
12756 SEAHAVEN WAY
RANCHO CORDOVA CA 95742

ITEM 11.1.

067-1130-022-0000
CURRENT RESIDENT
4016 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1130-049-0000
CURRENT RESIDENT
4034 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1150-034-0000
CURRENT RESIDENT
12778 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1240-017-0000
CURRENT RESIDENT
12760 TOWER BEACH WAY
RANCHO CORDOVA CA 95742

067-1240-020-0000
CURRENT RESIDENT
4004 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1240-023-0000
CURRENT RESIDENT
4005 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1240-026-0000
CURRENT RESIDENT
12785 TOWER BEACH WAY
RANCHO CORDOVA CA 95742

067-1240-029-0000
CURRENT RESIDENT
12773 TOWER BEACH WAY
RANCHO CORDOVA CA 95742

067-1240-032-0000
CURRENT RESIDENT
12761 TOWER BEACH WAY
RANCHO CORDOVA CA 95742

067-1250-003-0000
CURRENT RESIDENT
12829 GLASS BEACH DR
RANCHO CORDOVA CA 95742

067-1130-023-0000
CURRENT RESIDENT
4020 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1150-013-0000
CURRENT RESIDENT
12787 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1150-035-0000
CURRENT RESIDENT
12782 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1240-018-0000
CURRENT RESIDENT
12764 TOWER BEACH WAY
RANCHO CORDOVA CA 95742

067-1240-021-0000
CURRENT RESIDENT
4008 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1240-024-0000
CURRENT RESIDENT
4001 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1240-027-0000
CURRENT RESIDENT
12781 TOWER BEACH WAY
RANCHO CORDOVA CA 95742

067-1240-030-0000
CURRENT RESIDENT
12769 TOWER BEACH WAY
RANCHO CORDOVA CA 95742

067-1250-001-0000
CURRENT RESIDENT
12821 GLASS BEACH DR
RANCHO CORDOVA CA 95742

067-1250-004-0000
CURRENT RESIDENT
12833 GLASS BEACH DR
RANCHO CORDOVA CA 95742

ATTACHMENT 4

067-1130-024-0000
CURRENT RESIDENT
4024 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1150-014-0000
CURRENT RESIDENT
12783 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1150-036-0000
CURRENT RESIDENT
12783 QUANTUM WAY
RANCHO CORDOVA CA 95742

067-1240-019-0000
CURRENT RESIDENT
4000 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1240-022-0000
CURRENT RESIDENT
4009 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1240-025-0000
CURRENT RESIDENT
12789 TOWER BEACH WAY
RANCHO CORDOVA CA 95742

067-1240-028-0000
CURRENT RESIDENT
12777 TOWER BEACH WAY
RANCHO CORDOVA CA 95742

067-1240-031-0000
CURRENT RESIDENT
12765 TOWER BEACH WAY
RANCHO CORDOVA CA 95742

067-1250-002-0000
CURRENT RESIDENT
12825 GLASS BEACH DR
RANCHO CORDOVA CA 95742

067-1250-005-0000
CURRENT RESIDENT
12837 GLASS BEACH DR
RANCHO CORDOVA CA 95742

ITEM 11.1.

067-1250-006-0000
CURRENT RESIDENT
12841 GLASS BEACH DR
RANCHO CORDOVA CA 95742

067-1250-009-0000
CURRENT RESIDENT
12853 GLASS BEACH DR
RANCHO CORDOVA CA 95742

067-1250-012-0000
CURRENT RESIDENT
12865 GLASS BEACH DR
RANCHO CORDOVA CA 95742

067-1250-015-0000
CURRENT RESIDENT
4071 AMBROSIA WAY
RANCHO CORDOVA CA 95742

067-1250-018-0000
CURRENT RESIDENT
4085 AMBROSIA WAY
RANCHO CORDOVA CA 95742

067-1250-021-0000
CURRENT RESIDENT
12835 MATILIJA POPPY WAY
RANCHO CORDOVA CA 95742

067-1250-024-0000
CURRENT RESIDENT
12856 PIER VIEW WAY
RANCHO CORDOVA CA 95742

067-1250-027-0000
CURRENT RESIDENT
12844 PIER VIEW WAY
RANCHO CORDOVA CA 95742

067-1250-030-0000
CURRENT RESIDENT
4050 AMBROSIA WAY
RANCHO CORDOVA CA 95742

067-1250-033-0000
CURRENT RESIDENT
4062 AMBROSIA WAY
RANCHO CORDOVA CA 95742

067-1250-007-0000
CURRENT RESIDENT
12845 GLASS BEACH DR
RANCHO CORDOVA CA 95742

067-1250-010-0000
CURRENT RESIDENT
12857 GLASS BEACH DR
RANCHO CORDOVA CA 95742

067-1250-013-0000
CURRENT RESIDENT
12869 GLASS BEACH DR
RANCHO CORDOVA CA 95742

067-1250-016-0000
CURRENT RESIDENT
4075 AMBROSIA WAY
RANCHO CORDOVA CA 95742

067-1250-019-0000
CURRENT RESIDENT
4091 AMBROSIA WAY
RANCHO CORDOVA CA 95742

067-1250-022-0000
CURRENT RESIDENT
12864 PIER VIEW WAY
RANCHO CORDOVA CA 95742

067-1250-025-0000
CURRENT RESIDENT
12852 PIER VIEW WAY
RANCHO CORDOVA CA 95742

067-1250-028-0000
CURRENT RESIDENT
12840 PIER VIEW WAY
RANCHO CORDOVA CA 95742

067-1250-031-0000
CURRENT RESIDENT
4054 AMBROSIA WAY
RANCHO CORDOVA CA 95742

067-1250-034-0000
CURRENT RESIDENT
4066 AMBROSIA WAY
RANCHO CORDOVA CA 95742

ATTACHMENT 4

067-1250-008-0000
CURRENT RESIDENT
12849 GLASS BEACH DR
RANCHO CORDOVA CA 95742

067-1250-011-0000
CURRENT RESIDENT
12861 GLASS BEACH DR
RANCHO CORDOVA CA 95742

067-1250-014-0000
CURRENT RESIDENT
12873 GLASS BEACH DR
RANCHO CORDOVA CA 95742

067-1250-017-0000
CURRENT RESIDENT
4079 AMBROSIA WAY
RANCHO CORDOVA CA 95742

067-1250-020-0000
CURRENT RESIDENT
4099 AMBROSIA WAY
RANCHO CORDOVA CA 95742

067-1250-023-0000
CURRENT RESIDENT
12860 PIER VIEW WAY
RANCHO CORDOVA CA 95742

067-1250-026-0000
CURRENT RESIDENT
12848 PIER VIEW WAY
RANCHO CORDOVA CA 95742

067-1250-029-0000
CURRENT RESIDENT
12836 PIER VIEW WAY
RANCHO CORDOVA CA 95742

067-1250-032-0000
CURRENT RESIDENT
4058 AMBROSIA WAY
RANCHO CORDOVA CA 95742

067-1250-035-0000
CURRENT RESIDENT
4070 AMBROSIA WAY
RANCHO CORDOVA CA 95742

ITEM 11.1.

067-1250-036-0000
CURRENT RESIDENT
4074 AMBROSIA WAY
RANCHO CORDOVA CA 95742

067-1250-039-0000
CURRENT RESIDENT
4086 AMBROSIA WAY
RANCHO CORDOVA CA 95742

067-1250-042-0000
CURRENT RESIDENT
4098 AMBROSIA WAY
RANCHO CORDOVA CA 95742

067-1250-045-0000
CURRENT RESIDENT
4090 MENZIE FLOWER LN
RANCHO CORDOVA CA 95742

067-1250-048-0000
CURRENT RESIDENT
4104 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1250-051-0000
CURRENT RESIDENT
4116 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1250-054-0000
CURRENT RESIDENT
4128 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1250-057-0000
CURRENT RESIDENT
12829 PIER VIEW WAY
RANCHO CORDOVA CA 95742

067-1250-060-0000
CURRENT RESIDENT
12841 PIER VIEW WAY
RANCHO CORDOVA CA 95742

067-1250-063-0000
CURRENT RESIDENT
12853 PIER VIEW WAY
RANCHO CORDOVA CA 95742

067-1250-037-0000
CURRENT RESIDENT
4078 AMBROSIA WAY
RANCHO CORDOVA CA 95742

067-1250-040-0000
CURRENT RESIDENT
4090 AMBROSIA WAY
RANCHO CORDOVA CA 95742

067-1250-043-0000
CURRENT RESIDENT
4098 MENZIE FLOWER LN
RANCHO CORDOVA CA 95742

067-1250-046-0000
CURRENT RESIDENT
4086 MENZIE FLOWER LN
RANCHO CORDOVA CA 95742

067-1250-049-0000
CURRENT RESIDENT
4108 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1250-052-0000
CURRENT RESIDENT
4120 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1250-055-0000
CURRENT RESIDENT
4136 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1250-058-0000
CURRENT RESIDENT
12833 PIER VIEW WAY
RANCHO CORDOVA CA 95742

067-1250-061-0000
CURRENT RESIDENT
12845 PIER VIEW WAY
RANCHO CORDOVA CA 95742

067-1250-064-0000
CURRENT RESIDENT
12857 PIER VIEW WAY
RANCHO CORDOVA CA 95742

ATTACHMENT 4

067-1250-038-0000
CURRENT RESIDENT
4082 AMBROSIA WAY
RANCHO CORDOVA CA 95742

067-1250-041-0000
CURRENT RESIDENT
4094 AMBROSIA WAY
RANCHO CORDOVA CA 95742

067-1250-044-0000
CURRENT RESIDENT
4094 MENZIE FLOWER LN
RANCHO CORDOVA CA 95742

067-1250-047-0000
CURRENT RESIDENT
4082 MENZIE FLOWER LN
RANCHO CORDOVA CA 95742

067-1250-050-0000
CURRENT RESIDENT
4112 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1250-053-0000
CURRENT RESIDENT
4124 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1250-056-0000
CURRENT RESIDENT
4140 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1250-059-0000
CURRENT RESIDENT
12837 PIER VIEW WAY
RANCHO CORDOVA CA 95742

067-1250-062-0000
CURRENT RESIDENT
12849 PIER VIEW WAY
RANCHO CORDOVA CA 95742

067-1250-065-0000
CURRENT RESIDENT
4058 RED BLUSH WAY
RANCHO CORDOVA CA 95742

ITEM 11.1.

067-1250-066-0000
CURRENT RESIDENT
4054 RED BLUSH WAY
RANCHO CORDOVA CA 95742

067-1250-069-0000
CURRENT RESIDENT
12850 DAYLILY COAST LN
RANCHO CORDOVA CA 95742

067-1250-072-0000
CURRENT RESIDENT
12838 DAYLILY COAST LN
RANCHO CORDOVA CA 95742

067-1250-075-0000
CURRENT RESIDENT
4144 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1250-078-0000
CURRENT RESIDENT
4160 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1250-081-0000
CURRENT RESIDENT
12839 DAYLILY COAST LN
RANCHO CORDOVA CA 95742

067-1250-084-0000
CURRENT RESIDENT
12851 DAYLILY COAST LN
RANCHO CORDOVA CA 95742

067-1250-087-0000
CURRENT RESIDENT
4038 RED BLUSH WAY
RANCHO CORDOVA CA 95742

067-1250-090-0000
CURRENT RESIDENT
12854 GLASS BEACH DR
RANCHO CORDOVA CA 95742

067-1250-093-0000
CURRENT RESIDENT
12842 GLASS BEACH DR
RANCHO CORDOVA CA 95742

067-1250-067-0000
CURRENT RESIDENT
4050 RED BLUSH WAY
RANCHO CORDOVA CA 95742

067-1250-070-0000
CURRENT RESIDENT
12846 DAYLILY COAST LN
RANCHO CORDOVA CA 95742

067-1250-073-0000
CURRENT RESIDENT
12834 DAYLILY COAST LN
RANCHO CORDOVA CA 95742

067-1250-076-0000
CURRENT RESIDENT
4148 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1250-079-0000
CURRENT RESIDENT
12831 DAYLILY COAST LN
RANCHO CORDOVA CA 95742

067-1250-082-0000
CURRENT RESIDENT
12843 DAYLILY COAST LN
RANCHO CORDOVA CA 95742

067-1250-085-0000
CURRENT RESIDENT
12855 DAYLILY COAST LN
RANCHO CORDOVA CA 95742

067-1250-088-0000
CURRENT RESIDENT
4034 RED BLUSH WAY
RANCHO CORDOVA CA 95742

067-1250-091-0000
CURRENT RESIDENT
12850 GLASS BEACH DR
RANCHO CORDOVA CA 95742

067-1250-094-0000
CURRENT RESIDENT
12838 GLASS BEACH DR
RANCHO CORDOVA CA 95742

ATTACHMENT 4

067-1250-068-0000
CURRENT RESIDENT
12854 DAYLILY COAST LN
RANCHO CORDOVA CA 95742

067-1250-071-0000
CURRENT RESIDENT
12842 DAYLILY COAST LN
RANCHO CORDOVA CA 95742

067-1250-074-0000
CURRENT RESIDENT
12830 DAYLILY COAST LN
RANCHO CORDOVA CA 95742

067-1250-077-0000
CURRENT RESIDENT
4154 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1250-080-0000
CURRENT RESIDENT
12835 DAYLILY COAST LN
RANCHO CORDOVA CA 95742

067-1250-083-0000
CURRENT RESIDENT
12847 DAYLILY COAST LN
RANCHO CORDOVA CA 95742

067-1250-086-0000
CURRENT RESIDENT
4042 RED BLUSH WAY
RANCHO CORDOVA CA 95742

067-1250-089-0000
CURRENT RESIDENT
4030 RED BLUSH WAY
RANCHO CORDOVA CA 95742

067-1250-092-0000
CURRENT RESIDENT
12846 GLASS BEACH DR
RANCHO CORDOVA CA 95742

067-1250-095-0000
CURRENT RESIDENT
12834 GLASS BEACH DR
RANCHO CORDOVA CA 95742

ITEM 11.1.

067-1250-096-0000
CURRENT RESIDENT
12830 GLASS BEACH DR
RANCHO CORDOVA CA 95742

067-1250-099-0000
CURRENT RESIDENT
4031 RED BLUSH WAY
RANCHO CORDOVA CA 95742

067-1250-102-0000
CURRENT RESIDENT
4043 RED BLUSH WAY
RANCHO CORDOVA CA 95742

067-1270-002-0000
CURRENT RESIDENT
12827 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1270-005-0000
CURRENT RESIDENT
4180 SALT POINT WAY
RANCHO CORDOVA CA 95742

067-1270-008-0000
CURRENT RESIDENT
4168 SALT POINT WAY
RANCHO CORDOVA CA 95742

067-1270-011-0000
CURRENT RESIDENT
4156 SALT POINT WAY
RANCHO CORDOVA CA 95742

067-1270-014-0000
CURRENT RESIDENT
4137 SALT POINT WAY
RANCHO CORDOVA CA 95742

067-1270-017-0000
CURRENT RESIDENT
12790 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1270-020-0000
CURRENT RESIDENT
12802 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1250-097-0000
CURRENT RESIDENT
4164 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1250-100-0000
CURRENT RESIDENT
4035 RED BLUSH WAY
RANCHO CORDOVA CA 95742

067-1250-107-0000
CURRENT RESIDENT
12852 DAYLILY COAST LN
RANCHO CORDOVA CA 95742

067-1270-003-0000
CURRENT RESIDENT
4188 SALT POINT WAY
RANCHO CORDOVA CA 95742

067-1270-006-0000
CURRENT RESIDENT
4176 SALT POINT WAY
RANCHO CORDOVA CA 95742

067-1270-009-0000
CURRENT RESIDENT
4164 SALT POINT WAY
RANCHO CORDOVA CA 95742

067-1270-012-0000
CURRENT RESIDENT
4152 SALT POINT WAY
RANCHO CORDOVA CA 95742

067-1270-015-0000
CURRENT RESIDENT
4141 SALT POINT WAY
RANCHO CORDOVA CA 95742

067-1270-018-0000
CURRENT RESIDENT
12794 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1270-021-0000
CURRENT RESIDENT
12806 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

ATTACHMENT 4

067-1250-098-0000
CURRENT RESIDENT
4168 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1250-101-0000
CURRENT RESIDENT
4039 RED BLUSH WAY
RANCHO CORDOVA CA 95742

067-1270-001-0000
CURRENT RESIDENT
12823 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1270-004-0000
CURRENT RESIDENT
4184 SALT POINT WAY
RANCHO CORDOVA CA 95742

067-1270-007-0000
CURRENT RESIDENT
4172 SALT POINT WAY
RANCHO CORDOVA CA 95742

067-1270-010-0000
CURRENT RESIDENT
4160 SALT POINT WAY
RANCHO CORDOVA CA 95742

067-1270-013-0000
CURRENT RESIDENT
4148 SALT POINT WAY
RANCHO CORDOVA CA 95742

067-1270-016-0000
CURRENT RESIDENT
4145 SALT POINT WAY
RANCHO CORDOVA CA 95742

067-1270-019-0000
CURRENT RESIDENT
12798 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1270-022-0000
CURRENT RESIDENT
12810 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

ITEM 11.1.

067-1270-023-0000
CURRENT RESIDENT
12814 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1270-026-0000
CURRENT RESIDENT
12826 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1270-029-0000
CURRENT RESIDENT
12838 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1270-032-0000
CURRENT RESIDENT
12850 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1270-046-0000
CURRENT RESIDENT
12847 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1270-049-0000
CURRENT RESIDENT
12835 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1270-052-0000
CURRENT RESIDENT
12823 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1270-055-0000
CURRENT RESIDENT
12811 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1270-058-0000
CURRENT RESIDENT
12799 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1270-061-0000
CURRENT RESIDENT
12812 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1270-024-0000
CURRENT RESIDENT
12818 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1270-027-0000
CURRENT RESIDENT
12830 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1270-030-0000
CURRENT RESIDENT
12842 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1270-033-0000
CURRENT RESIDENT
12854 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1270-047-0000
CURRENT RESIDENT
12843 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1270-050-0000
CURRENT RESIDENT
12831 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1270-053-0000
CURRENT RESIDENT
12819 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1270-056-0000
CURRENT RESIDENT
12807 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1270-059-0000
CURRENT RESIDENT
12795 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1270-062-0000
CURRENT RESIDENT
12816 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

ATTACHMENT 4

067-1270-025-0000
CURRENT RESIDENT
12822 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1270-028-0000
CURRENT RESIDENT
12834 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1270-031-0000
CURRENT RESIDENT
12846 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1270-034-0000
CURRENT RESIDENT
12858 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1270-048-0000
CURRENT RESIDENT
12839 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1270-051-0000
CURRENT RESIDENT
12827 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1270-054-0000
CURRENT RESIDENT
12815 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1270-057-0000
CURRENT RESIDENT
12803 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1270-060-0000
CURRENT RESIDENT
12791 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1270-063-0000
CURRENT RESIDENT
12822 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

ITEM 11.1.

067-1270-064-0000
CURRENT RESIDENT
12819 OPALINE CT
RANCHO CORDOVA CA 95742

067-1270-105-0000
CURRENT RESIDENT
12861 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1270-108-0000
CURRENT RESIDENT
12849 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1150-011-0000
DOUMIT JULIE/ANDY SMITH
12782 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1150-012-0000
GUTIERREZ NICHOLE RENEE/ANGELO
CARDENTE BORINAGA
12786 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1130-159-0000
KUHN BRADLEY
4094 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1080-009-0000
LENNAR HOMES OF CALIFORNIA INC
1420 ROCKY RIDGE DR 320
ROSEVILLE CA 95661

067-1150-017-0000
MOORE JAMES V/MICHELLE FAYE
12771 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1120-023-0000
PANGYANI KAMAL/SALIKA RAM BASYAL
4099 WINDANSEA LN
RANCHO CORDOVA CA 95742

067-1130-141-0000
RICHARDS JENNIFER MARIE
4091 MAGENTA BLOOM WAY
RANCHO CORDOVA CA 95742

067-1270-065-0000
CURRENT RESIDENT
12811 OPALINE CT
RANCHO CORDOVA CA 95742

067-1270-106-0000
CURRENT RESIDENT
12857 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1270-110-0000
CURRENT RESIDENT
12836 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1150-016-0000
DUCK SHANNON M
12775 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1130-025-0000
HA CHANGWOO/KYUNGNAM LEE
12757 GLASS BEACH DR
RANCHO CORDOVA CA 95742

067-1150-010-0000
LANKADASU NARASIMHA PAVAN
KUMAR
12778 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1120-022-0000
LURCHENKO MAKSYM/VLADYSLAVA
4095 WINDANSEA LN
RANCHO CORDOVA CA 95742

067-1120-019-0000
MUNIZ JAMES LEE/MARIA GRACE
AMANTE MUNIZ
4083 WINDANSEA LN
RANCHO CORDOVA CA 95742

067-1130-050-0000
POTLURI RAMESH/SHALINI KARI
4038 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1130-049-0000
SALVI RESHMI S/PUNEET P
1780 CREEKSIDE DR APT 2214
FOLSOM CA 95630

ATTACHMENT 4

067-1270-066-0000
CURRENT RESIDENT
12800 OPALINE CT
RANCHO CORDOVA CA 95742

067-1270-107-0000
CURRENT RESIDENT
12853 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1130-048-0000
DOMINGUEZ ALFRED/YVONNE
4030 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-1130-142-0000
GILSTRAP ALISA RENEE/JONATHAN
MATTHEW
4087 MAGENTA BLOOM WAY
RANCHO CORDOVA CA 95742
067-1130-073-0000
KHRIPACH DMITRIY/YULIYA UDODIK
4050 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

067-0040-006-0000
LARNE FAMILY TRUST/CHRIS KSIDAKIS
4560 OXBOW RIDGE PL
FAIR OAKS CA 95628

067-0040-003-0000
MIZOGUCHI FAMILY REVOCABLE
TRUST/ETAL
PO BOX 221274
SACRAMENTO CA 95822

067-1130-140-0000
NEPAL ANJAYA/SARITA SAPKOTA
4095 MAGENTA BLOOM WAY
RANCHO CORDOVA CA 95742

067-1150-015-0000
PUMARES ROBERT MICHAEL
TORIO/ETAL
12779 BLUEBLANC WAY
RANCHO CORDOVA CA 95742
067-1130-051-0000
SANCHEZ CAMAYA KEVIN DWAYNE
4042 MACKERRICHER WAY
RANCHO CORDOVA CA 95742

ITEM 11.1.

067-1130-138-0000

SERRANO DARBY C
4098 MAGENTA BLOOM WAY
RANCHO CORDOVA CA 95742

067-1150-009-0000

VALDEZ GAVINO MICHAEL/CHELSEY
ELIZABETH
12774 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

067-1100-005-0000

WOODSIDE 05N LP
111 WOODMERE RD STE 190
FOLSOM CA 95630

SACRAMENTO SANITATION DISTRICT
10060 GOETHE ROAD
SACRAMENTO CA 95827

PG&E

2730 GATEWAY OAKS DRIVE
SACRAMENTO CA 95833

SMUD

6301 S STREET MS B304
SACRAMENTO CA 95817

ELK GROVE UNIFIED SCHOOL DISTRICT
9510 ELK GROVE-FLORIN RD
ELK GROVE CA 95624

067-1130-139-0000

TORRES JIMMY MICHAEL QUIAMCO
4099 MAGENTA BLOOM WAY
RANCHO CORDOVA CA 95742

067-1130-143-0000

VILLA PATRICIA/PATRICIA
REBUELTA/JAIME BERMUDEZ
4083 MAGENTA BLOOM WAY
RANCHO CORDOVA CA 95742

067-1150-008-0000

YBARRA ALEJANDRO/ANGELA
12770 KNIGHTSBROOK AVE
RANCHO CORDOVA CA 95742

SACRAMENTO REGIONAL COUNTY
SANITATION DISTRICT
10060 GOETHE ROAD
SACRAMENTO CA 95827

PG&E

343 SACRAMENTO STREET
AUBURN CA 95603

SMUD

6301 S STREET MS B404
SACRAMENTO CA 95817

SACRAMENTO COUNTY WATER
AGENCY
827 7TH STREET RM 301
SACRAMENTO CA 95814

ATTACHMENT 4

073-0010-007-0000

TRACY PETER/ROSE REINHEIMER GST
EXEMPT TRUST/ETAL
1443 35TH AVE
SAN FRANCISCO CA 94122
067-1150-033-0000
WILLIAMS MAGDALINA/JUSTIN CLAY
12774 BLUEBLANC WAY
RANCHO CORDOVA CA 95742

067-1130-047-0000

ZARATE RICHARD SERRANO/JUDY
LAGMANZARATE
12756 GLASS BEACH DR
RANCHO CORDOVA CA 95742
SACRAMENTO COUNTY WATER
AGENCY
10151 FLORIN ROAD
SACRAMENTO CA 95829

SMUD

6301 S STREET MS B304
SACRAMENTO CA 95817

SACRAMENTO METROPOLITAN FIRE
10545 ARMSTRONG AVE STE 310
MATHER CA 95655

CITY OF RANCHO CORDOVA
2729 PROSPECT PARK DR
RANCHO CORDOVA CA 95670

MEMORANDUM



ITEM 12.1.

DATE: November 2, 2020
TO: Honorable Mayor and Council Members
FROM: Kim Juran, Administrative Services Director
SUBJECT: **TECHNOLOGY INITIATIVES UPDATE**

RECOMMENDATION

Receive Technology Initiatives Update.

RESULT OF RECOMMENDED ACTION

This presentation is for informational purposes only.

BACKGROUND

The City has been focusing on updating several of its business application systems over the past several years. The purpose of this presentation is to update the City Council and members of the public on the status of these technology initiatives.

FISCAL IMPACT AND FUNDING SOURCE

There is no fiscal impact.

ATTACHMENT(S)

1. Technology Update November 2, 2020

Technology Update Presentation

November 2, 2020



2020 Technology Enhancements

- Rapidly transitioned staff from working onsite to remotely due to COVID-19.
- Deployed Zoom Meeting software to all staff.
- Deployed Microsoft OneDrive file sharing capabilities to all staff.
- Shifted our focus to enhancing network and systems security
 - Upgraded to industry leading ML powered endpoint protection software.
 - Upgraded to next generation ML powered firewalls.
 - Deployed enhanced network monitoring and intrusion detection software.
 - Upgraded the security cameras and video system.
- Network infrastructure updates
 - Replaced aging infrastructure devices to enhance reliability and redundancy.
 - Replaced wireless access points to provide enhanced wireless connectivity.

*** ML = Machine Learning**

Upcoming 2021 Technology Enhancements

- Technology for the Youth Center.
- Develop a 'Smart City' plan.
- Upgrade conference rooms to smart Zoom Rooms.
- Upgrade and enhance Council Chambers Zoom Meeting capabilities.
- Upgrade phone and communications system.
- Additional server and infrastructure updates.
- Provide ongoing support and assistance to business application upgrades.

Business Application Upgrades - 2020

- ✓ **Council Agenda and Meeting Management System**
 - ✓ Civic Clerk went live in January 2020
- ✓ **Land Management System and Permitting System**
 - ✓ EnerGov Phase 1 Licensing went live in March 2020
 - ✓ Kicked off EnerGov Phase 2 Permitting and Inspection implementation
- ✓ **Electronic Content / Records Management System**
 - ✓ Phase I OnBase went live in July 2020
- ✓ **Enterprise Resource Planning/Finance System**
 - ✓ Awarded contract to Central Square

Business Applications Upgrades – 2021 Efforts

- ✓ **Electronic Content / Records Management System (OnBase)**
- ✓ **Certificate of Insurance Tracking and Management Software (Ebix)**
- ✓ **Electronic Document Routing and Signatures (Adobe Sign)**

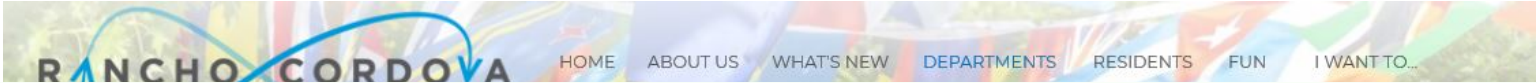
OnBase – Electronic Content Management

- Public Portal to Search for Council Agendas and Packets, Minutes, Resolutions and Ordinances

A screenshot of the Rancho Cordova search interface. The header features the city logo and the slogan 'RANCHO CORDOVA City Life. Reinvented.'. The main section is titled 'Search by Document Type' and includes the instruction 'Search for documents by a specific record type.'. A 'Search Type' dropdown menu is set to 'Meeting Agenda Packets Search'. Below this are input fields for 'Meeting Date' and 'Legislative Body'. At the bottom right, there are 'Search' and 'Reset' buttons. The word 'Results' is visible on the right side of the interface.

CivicClerk – Agenda Management Software

- Public Portal Access to Agendas, Minutes and Meeting Videos



HOME

ABOUT US

WHAT'S NEW

DEPARTMENTS

RESIDENTS

FUN

I WANT TO...

Most Recent Events

Category

Name	Date/Time	Media	Files
Special Meeting/Closed Session 3:30 PM/Regular Meeting 5:30 PM	10/19/2020 3:30 PM		Download
Special Meeting/Closed Session 2:00 PM	10/13/2020 2:00 PM		Download
Special Meeting/Study Session 4:00 PM/Regular City Council Meeting 5:30 PM	10/5/2020 4:00 PM		Download
Regular City Council Meeting 5:30 PM	9/21/2020 5:30 PM		Download
Special Meeting/Study Session 4:00 PM/Regular City Council Meeting 5:30 PM	9/8/2020 4:00 PM		Download
Special Meeting/Closed Session 3:00 PM	8/31/2020 3:00 PM		Download
Special Meeting/Work Session 5:30 PM	8/25/2020 5:30 PM		
Regular City Council Meeting 5:30 PM	8/17/2020 5:30 PM		Download

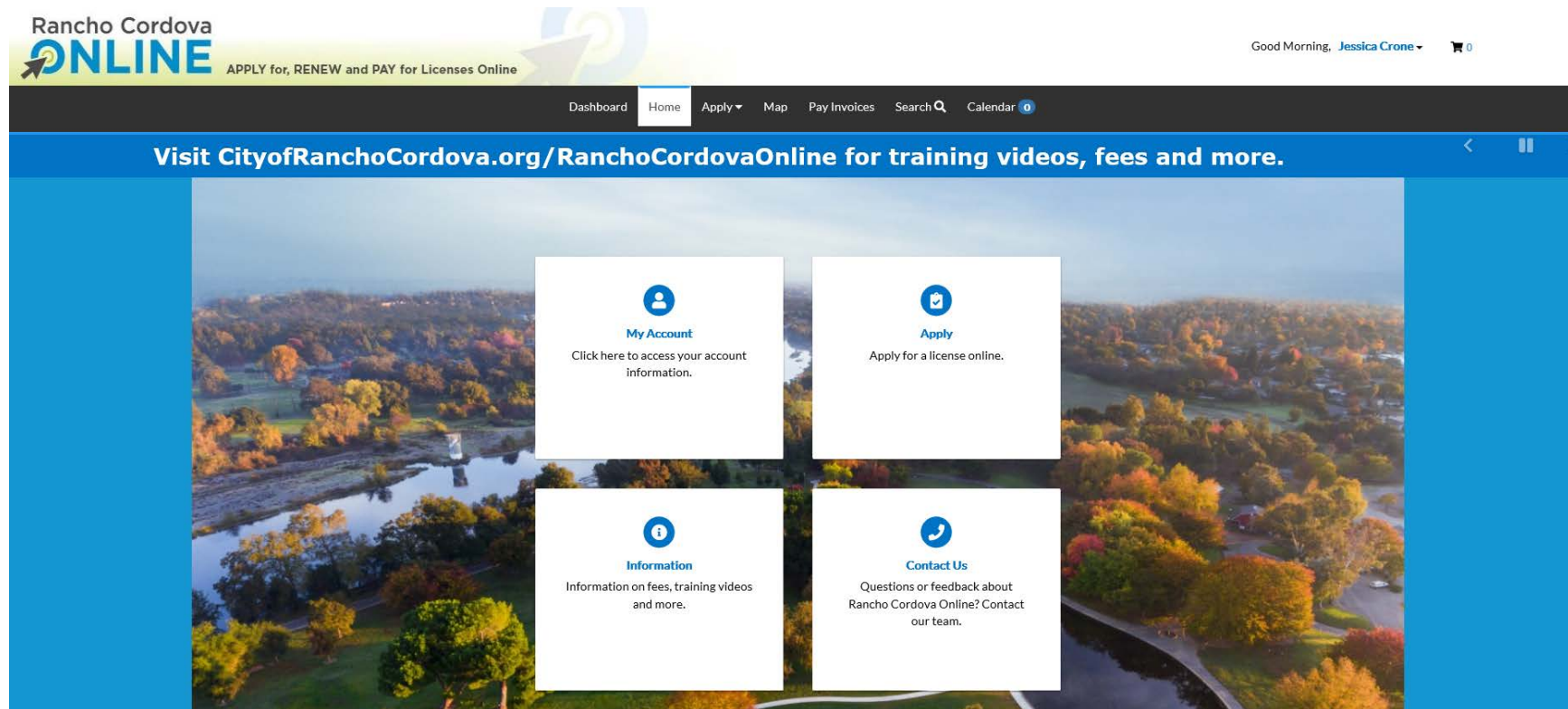


Business Applications Upgrades – 2021 Efforts

- ✓ **Electronic Content / Records Management System (OnBase)**
- ✓ **Certificate of Insurance Tracking and Management Software (Ebix)**
- ✓ **Electronic Document Routing and Signatures (Adobe Sign)**
- ✓ **Land Management System and Permitting System (EnerGov)**
 - ✓ Phase 2 Permitting and Inspection to go live in Summer 2021

EnerGov Phase 1

- CSS (Citizen Self Service) – Branded Rancho Cordova Online
- Business Licenses
- Rental Registration
- Pet Licenses



CSS

March – October 15th

- 625 Business Licenses
- 203 Rental Registrations
- 610 Pet Licenses
- 1,970 Registered Customers

DashboardHomeApply▼MapPay InvoicesSearch🔍Calendar0

Application Assistant

Search for application names and keywords

All

Trending

My History

LICENSE

PERMITS

PLANS

Show Categories

Show My Templates

Rental Housing Registration

Category Name:
Rental Housing Registration

Description:
All rental properties in the city (single family, duplex or multi-family) must have a Rental Housing Registration. Each rental property requires a separate registration application and payment. All registrations can be paid for at once by adding each rental housing registration invoice to the Shopping Cart after submitting each application.

Apply

General Business License

Category Name:
General Business License

Description:
General Business Licenses are issued to commercial businesses based on compliance with Zoning Code requirements. This license is not for home based businesses. For home based businesses apply for the Home Based Business License.

Apply

Pet License

Category Name:
Pet License

Description:
Residents in the city may own four dogs or four cats per residence and must license each pet. This license is for pets other than show or service animals. All licenses can be paid for at once by adding each pet license invoice to the Shopping Cart after submitting each license application. A license may not exceed the expiration date of the rabies vaccine. Should the vaccination not be valid for 12 months, you may elect either: (1) be issued a license at full price which would be valid for less than twelve months; or (2) revaccinate the animal and be issued a license at full price which would be valid for no less than 12 months. Licenses are not prorated.

Apply

Home Based Business License

Category Name:
General Business License

Description:
Home Based Business Licenses are issued based on compliance with Zoning Code requirements in the City of Rancho Cordova

Apply

10
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EnerGov Phase 2

- Departments
 - Building
 - Planning
 - Public Works
 - Facilities
 - Neighborhood Services
- Streamlined collaboration between customers & staff
 - Online permit & plan applications
 - Digital permit & plan review across departments in real time

Modules & Case Types

Code Management

- **Neighborhood Services**
 - Animal Services
 - General Nuisance
 - Rental Housing
 - Vacant Building
- **Building**
 - Notice of Violation
- **Public Works**
 - Tree Removal

Permit Management

- **Building**
 - Commercial/Residential
 - Solar
 - Pool
- **Public Works**
 - Encroachment
 - Street Use
 - Final Map
 - Improvement Plan
- **Facilities**
 - Room Rentals

Plan Management

- **Planning**
 - Temporary Use
 - Entitlements
 - Sidewalk Vendor
 - Zoning Certification
 - Boundary Line
 - Public Convenience & Necessity

RevuFileEditViewDocumentBatchToolsWindowHelp

Session: ZCERT-1020-0002 10-23-2020 ID: 325-565-362 Name: Taco Bell Bradshaw Rd PLANS_v1.pdf Pages: 5

Studio

My Status:

Attendees

JoinedNot Joined (0)

Online (1)

Jessica CroneTaco Bell Bradshaw Rd PLA..

Offline (2)

wpeters-soliz

Kelly Whitman - Finished

Documents

Taco Bell Bradshaw Rd PLANS_v1.pdf

Zoning Cert Plan 2453-Complete_v1.pdf

RecordNotificationsPending

2 Kelly Whitman: Add Cloud+

3 Kelly Whitman: Edited Cloud+ (New Menu Board Sign is consistent with regulations)

4 Kelly Whitman: Added Text Box

5 Kelly Whitman: Edited Text Box (A variety of paint colors and materials are being used. Planning see no issues with the proposed facade changes.)

6 Kelly Whitman: Move Markups

7 Kelly Whitman: Move Text Box

8 Kelly Whitman: Set status to Finished

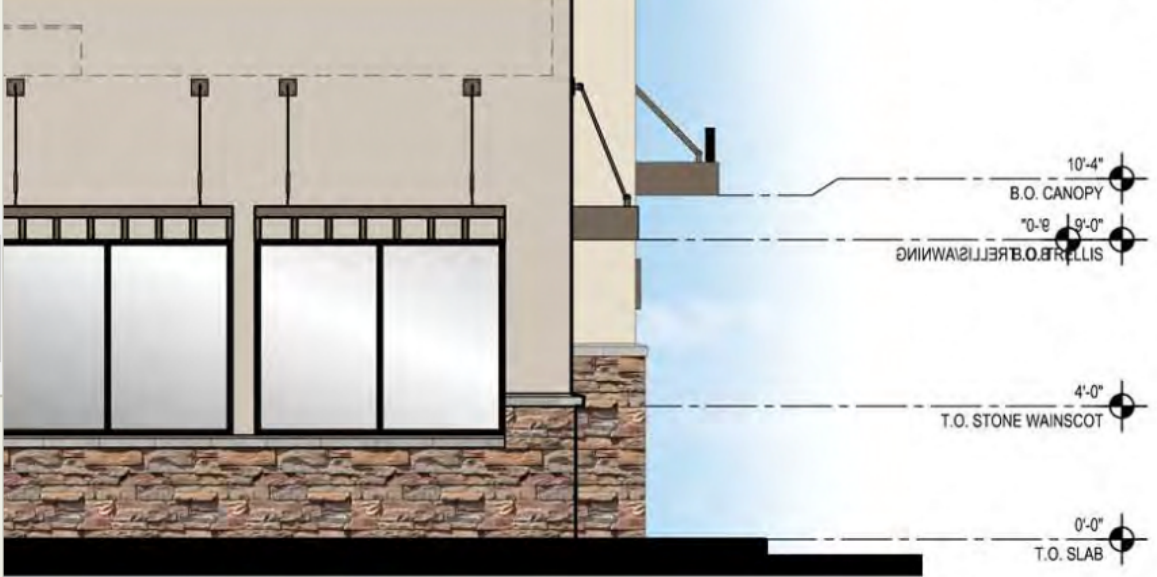
9 Kelly Whitman: Left Session

10 Jessica Crone: Joined Session

11 Jessica Crone: Reconnected

Chat

Taco Bell Bradshaw Rd PLANS_v1Zoning Cert Plan 2453-Complete_v1



A variety of paint colors and materials are being used. Planning see no issues with the proposed facade changes.

NEW COLOR LEGEND:

1. SW7055 - "Enduring Bronze" Existing Parapet Cap

2. SW9180 - "Aged White" Existing Towers and Trim Band

3. TB2603C "Custom Purple" Accent color on Band and Entrance

4 (4 of 5)

Menu



Parcel



Additional Info



Conditions



Attachments



Linked Records

Linked Records

Plans Permits Code Cases Projects Inspections Applications Requests Licenses Prof. Licenses Businesses Rental Properties

Drag a column header and drop it here to group by that column

	Number	Plan Type	Work Class	Status	Application Date	Expiration Date	Completed	Description
>	ZCERT-1020-0001	Zoning Certification Plan	Minor Site Changes	Submitted	10/26/2020			

Menu



Parcel



Additional Info



Conditions



Attachments



Linked Records

Linked Records

Plans Permits Code Cases Projects Inspections Applications Requests Licenses Prof. Licenses Businesses Rental Properties Objects

Drag a column header and drop it here to group by that column

	Permit Number	Permit Type	Work Class	Status	Application Date	Expiration Date	Final Date	Description
>	SIGN-000027-2020	Sign	Sign Repair	Submitted	10/26/2020			
>	SMCR-20-0001	Small Cell Radio	Small Cell Radio	Submitted	10/26/2020			

Menu



Parcel



Additional Info



Conditions



Attachments



Linked Records

Linked Records

Plans Permits Code Cases Projects Inspections Applications Requests Licenses Prof. Licenses Businesses

Drag a column header and drop it here to group by that column

	License Number	Type	Classification	Status
>	LIC306223	General Commercial Business	General Commercial Business	Issued

Phase 2 Continued

- CSS Configuration
 - Custom fields
 - Workflows
- Building Automations
 - Changing permit or plan status
 - Approved or issued
 - Auto generating customer emails

Apply for Plan - Administrative Entitlement - Reasonable Accommodation **ATTACHMENT 1** *REQUIRED

Progress: 1. Locations (✓) 2. Type (✓) 3. Contacts (✓) 4. More Info (4) 5. Attachments (5) 6. Signature (6) 7. Review and Submit (7)

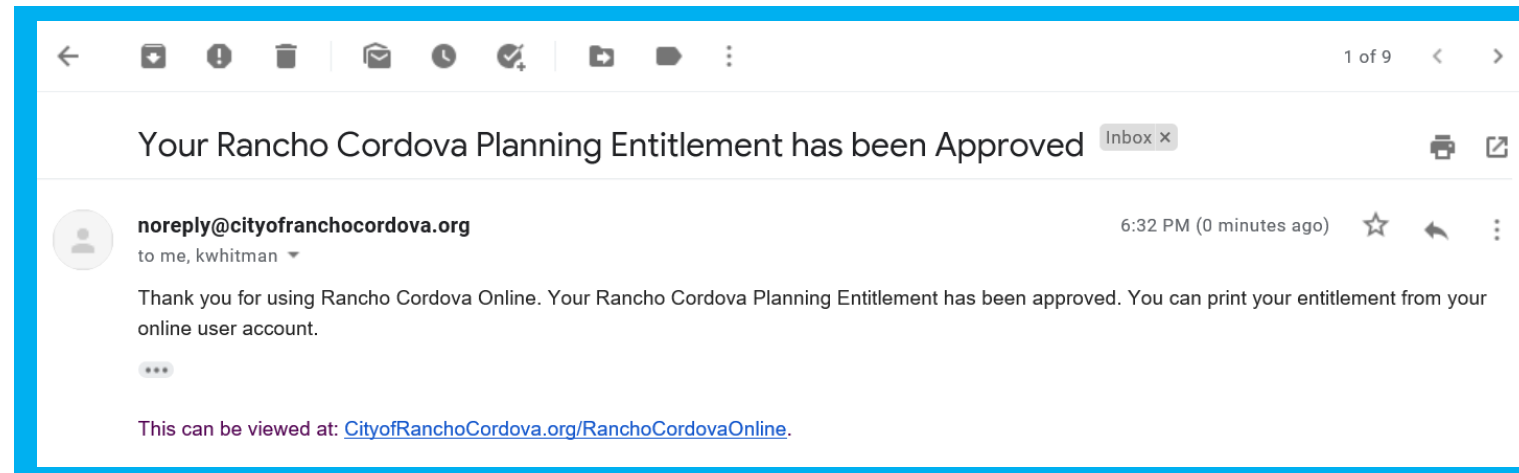
MORE INFO

General Information

*Project Name: ADA Driveway Expansion

*Project Description: Driveway expansion to provide ADA access

Buttons: Back, Create Template, Save Draft, Next



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- ✓ **Electronic Document Routing and Signatures (Adobe Sign)**
- ✓ **Land Management System and Permitting System (EnerGov)**
 - ✓ Phase 2 Permitting and Inspection to go live in Summer 2021
- ✓ **Enterprise Resource Planning/Finance System (Central Square)**
 - ✓ Implementation underway – go live anticipated in January 2022
- ✓ **Electronic Budget Platform (OpenGov)**
 - ✓ Implementation underway – will be used for FY 21-23 Budget process

Central Square Finance Enterprise



Project Objectives

- Simplify and streamline existing processes
- Build a system that meets the needs of the entire organization
- Move towards paperless processes

OpenGov Budget Platform

BUDGET & REPORTING

Network

Reports

Budgets

Data

Portal

Stories

KJ

Settings

Help

← FY 21-22 & 22-23 > Administrative Services - Current Se...

Last saved 4 days ago Export Done

PROPOSAL SUMMARY

Proposal Details

Expenses

Revenues

Activity

Finance

Showing 15 line items

Account String ▾	Base ▾	2022 Proposed Adjustment ▾ % ▾	Proposed ▾	2023 Proposed Adjustment ▾ % ▾	Proposed ▾	Description ▾
	\$0	0 \$ ▾ N/A	0	0 \$ ▾ N/A	0	
Operating Supplies 1000-4020-BLANK-53020	0	0 \$ ▾ N/A	0	0 \$ ▾ N/A	0	Description
Subscriptions/Books 1000-4020-BLANK-53040	0	0 \$ ▾ N/A	0	0 \$ ▾ N/A	0	Description
Consultants - Other 1000-4020-BLANK-54107	0	0 \$ ▾ N/A	0	0 \$ ▾ N/A	0	Description
Audit 1000-4020-BLANK-54110	0	0 \$ ▾ N/A	0	0 \$ ▾ N/A	0	Description
Other 1000-4020-BLANK-54199	0	0 \$ ▾ N/A	0	0 \$ ▾ N/A	0	Description

Funds

Departments

Project

Expenses

Add item

Select Funds

Select Departments

Select Project

Select Expenses

Special Acknowledgements

- ✓ **OnBase Electronic Content / Records Management System**
 - ✓ City Clerk Team: Stacy Leitner, Persephonie Riley, and Kelly Thompson
- ✓ **Civic Clerk Council Agenda and Meeting Management System**
 - ✓ City Clerk Team: Stacy Leitner, Persephonie Riley, and Kelly Thompson
- ✓ **EnerGov Land Management and Permitting System**
 - ✓ Core Configuration Team: Jessica Crone (EnerGov Guru), Kelly Whitman (Planning), Wyatt Peters-Soliz (Building), Brittany Mariscal (Code Enforcement), Marilyn Phelps (Public Works), and Michelle Mingay (Finance)
- ✓ **Central Square Enterprise Resource Planning/Finance System**
 - ✓ Finance Department Team: Barbara Boyd, Dianne Pusateri, Esther Pinola, Judy Khang, Liisa Behrends, and Michelle Mingay

Senior IT Analyst David McCoy played an integral role in the success of all of the above projects 19

THANK YOU

QUESTIONS?

