

CITY OF RANCHO CORDOVA



CITY COUNCIL MEETING

Monday, November 18, 2019

5:30 PM – Regular Meeting

AGENDA

Robert J. McGarvey, Mayor

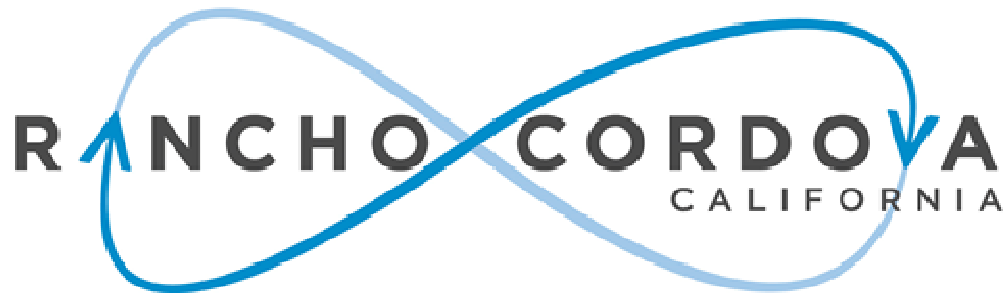
David Sander, Vice Mayor

Garrett Gatewood, Council Member

Donald Terry, Council Member

Linda Budge, Council Member

CITY OF RANCHO CORDOVA



CITY COUNCIL MEETING

City Hall
2729 Prospect Park Drive, Rancho Cordova

Monday, November 18, 2019

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

AGENDA

1. REGULAR MEETING - CALL TO ORDER / ROLL CALL

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

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

Bhavani Girard from the Anada Center of Sacramento will give the invocation.

5. PRESENTATIONS

- 5.1 Recap of Expanded Learning Summer Program Held at Abraham Lincoln Elementary School Presented by Jorge Aguilar, Superintendent of Sacramento City Unified School District, and Matt Turkie, Assistant Superintendent of Curriculum and Instruction for Sacramento City Unified School District.
- 5.2 Community Enhancement Fund Grant Check Presentations to 1) Cordova Recreation

and Park District; 2) Elk Grove Unified School District; 3) Campus Life Connection; 4) Folsom Cordova Unified School District; 5) Cordova Lancers Leaders & Legends.

- 5.3 Sacramento Area Council of Governments (SACOG) General Update and Civic Lab Presentation by Stefan Heisler, Reinvestment Analyst I and James Corless, Executive Director of SACOG.
- 5.4 Sacramento County 2020 Census Update.
- 5.5 Introduction of New Employee: Tamra Rickman, Public Works Administrative Assistant I by Albert Stricker, Public Works Director.
- 5.6 Recognition of Vice Mayor Sander's Birthday on November 25, 2019.

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 November 4, 2019 Regular City Council Meeting and the November 12, 2019 Special City Council meeting.
Recommendation: Adopt the Minutes.
- 9.2 **Subject:** A Resolution Authorizing the City Manager to Execute Contract No. 171-2019 with Dudek in an Amount not to Exceed \$143,790 for the Preparation of an Urban Forest Master Plan.
Recommendation: Adopt the Resolution.
Result of Recommended Action: Adoption of the Resolution will authorize the City Manager to execute Contract No. 171-2019 with Dudek for the preparation of an Urban Forest Master Plan (UFMP).
Staff Report: Albert Stricker, Public Works Director and Steve Harriman, Operations and Maintenance Division Manager.
Advances Goals: 1, 2 and 5.
- 9.3 **Subject:** A Resolution Authorizing the City Manager to Execute Contract No. 174-2019 with R.E.Y. Engineers, Inc. for On-Call Engineering and Design Services in an Amount not to Exceed \$739,649.00 for the 2020 Neighborhood Street Rehabilitation Project.
Recommendation: Adopt the Resolution.

Result of Recommended Action: Adoption of the Resolution will authorize the City Manager to execute Contract No. 174-2019 with R.E.Y. Engineers, Inc. in an amount not to exceed \$739,649.00 for on-call engineering and design services for the 2020 Neighborhood Street Rehabilitation Project, which will design and rehabilitate the Cordova Vineyards and a portion of Cordova Lane neighborhoods over a three year period.

Staff Report: Albert Stricker, Public Works Director and Ben Chan, Assistant Civil Engineer.

Advances Goals: 1, 2 and 5.

- 9.4 **Subject:** A Resolution Authorizing the City Manager to Execute Contract Amendment No. 8-2018-1 with Bennett Engineering Services, Inc., Extending the Term to March 31, 2021, Increasing the Contract Amount from \$130,140 to an Amount not to Exceed \$149,400, and Adding Services for the Cordova Park Safe Routes to School Project.

Recommendation: Adopt the Resolution.

Result of Recommended Action: Adoption of the Resolution will authorize the City Manager to execute the first amendment to Contract No. 08-2018-1 with Bennett Engineering Services, Inc. increasing the contract amount from \$130,140 to an amount not to exceed \$149,400, extending the term to March 31, 2021, and adding services to accommodate the engineering and design services for the Cordova Park Safe Routes to School Project.

Staff Report: Albert Stricker, Public Works Director and Ben Chan, Assistant Civil Engineer.

Advances Goals: 1, 2 and 5.

- 9.5 **Subject:** A Resolution Authorizing the City Manager to Execute Contract Amendment No. 62-2018-2 to Increase the Contract Amount from \$485,767 to an Amount not to Exceed \$499,997 with Bennett Engineering Services for the Design, Environmental and Right-of-Way Services for the Sunrise Boulevard Rehabilitation Project.

Recommendation: Adopt the Resolution.

Result of Recommended Action: Adoption of the Resolution will authorize the City Manager to execute Contract Amendment No. 62-2018-2 with Bennett Engineering Services to increase the contract amount from \$485,767 to an amount not to exceed \$499,997 for design, environmental and right-of-way services for the Sunrise Boulevard Rehabilitation Project.

Staff Report: Albert Stricker, Public Works Director and Edgar Medina, Senior Civil Engineer.

Advances Goals: 1, 2 and 5.

- 9.6 **Subject:** Treasurer's Report - September 30, 2019.

Recommendation: This report is informational only. It is recommended that the City Council receive and file the September 30, 2019 Treasurer's Report.

Result of Recommended Action: The Treasurer's Report is required to be submitted to the City Council at least quarterly in accordance with California Government Code Section 53600 et. seq. The purpose of the Treasurer's Report is to update the City Council and the public on the status of the City's cash balances and investments and highlight material changes from one period to another. The scope of this report covers the third quarter of this calendar year, ending September 30, 2019, and is in compliance with the State's reporting requirements.

Staff Report: Kim Juran-Karageorgiou, Administrative Services Director.

Advances Goals: 4.

- 9.7 **Subject:** Community Enhancement Fund Citizen Oversight Board At-Large Student Appointments.
Recommendation: It is recommended that Council appoint, by a majority vote, two (2), one-year term at-large student appointees to fill the youth vacancies on the Community Enhancement Fund Citizen Oversight Board.
Result of Recommended Action: The two (2) at-large appointees will be appointed to provide a review and audit of how tax revenues from Measure H are spent by the City and provide feedback.
Staff Report: Stacy Delaney, Community Enhancement Analyst II.
Advances Goals: 3 and 5.

10. CONSENT PUBLIC HEARING ITEMS - ROLL CALL VOTE

- 10.1 **Subject:** Ordinances Repealing and Replacing Various Chapters of Title 16 "Buildings and Construction", by Adopting by Reference State Building Codes and Making Local Amendments to Portions Thereof and Adopting Other Related Codes.
Recommendation: Waive the second reading and adopt the Ordinances.
Result of Recommended Action: Adoption of the Ordinances will result in the City's building codes being updated to current industry best practices and to coincide with new codes mandated by the state of California.
Staff Report: Joseph Cuffe, Building Official.
Advances Goals: 1, 2 and 5.

11. PUBLIC HEARING ITEMS

NONE.

12. REGULAR CALENDAR ITEMS

- 12.1 **Subject:** Community Development Department Update.
Recommendation: Provide Community Development Department update.
Result of Recommended Action: This is an information only update to City Council on the activities of the Community Development Department and an overview on what is planned for 2020.
Staff Report: Elizabeth Sparkman, Community Development Director.
Advances Goals: 1, 2 and 6.
- 12.2 **Subject:** An Urgency Ordinance of the City Council of the City of Rancho Cordova, State of California, Adding Chapter 23.930 "Tenant Protection," to Title 23 "Zoning Code" Prohibiting the Eviction of Tenants Without "Just Cause" - Time Certain 8:00 p.m.
Recommendation: Adopt the Ordinance.
Result of Recommended Action: If adopted, this Urgency Ordinance will take place immediately, and will stay in place until December 31, 2019. AB 1482 will be effective January 1, 2020.
Staff Report: Adam Lindgren, City Attorney.
Advances Goals: 2.

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

CITYWIDE GOALS - (Adopted March 27, 2012)	
1.	Promote the Positive Image of Rancho Cordova
2.	Ensure a Safe, Inviting and Livable Community
3.	Empower Responsible Citizenship
4.	Establish Logical City Boundaries that Provide Regional Leadership and Address Financial Challenges
5.	Ensure the Availability of the Best Public Services in the Region while Practicing Sound Fiscal Management
6.	Drive Diverse Economic Opportunities

UPCOMING MEETINGS	
Tuesday, November 26	CANCELLED
Monday, December 2	4:00 PM Special Meeting/Regular Meeting
Tuesday, December 10	5:30 PM Special Meeting/Work Session
Monday, December 16	5:30 PM Regular Meeting

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

DEPARTMENTAL GENERAL TELEPHONE NUMBERS	
Building and Safety Division	(916) 851-8760
City Attorney's Office	(916) 556-1531
City Clerk's Department	(916) 851-8720
City Manager's Office	(916) 851-8800
Communications Department	(916) 851-8791
Economic Development Department	(916) 851-8780
Finance Department	(916) 851-8730
Housing Division	(916) 851-8757
Human Resources Department	(916) 851-8740
IT Department	(916) 851-8700
Neighborhood Services – Animal Services	(916) 851-8770
Parks & Recreation (Cordova Recreation & Park District)	(916) 362-1841
Planning Department	(916) 851-8750
Public Works Department	(916) 851-8710
Rancho Cordova Police Department	(916) 875-9600
Redevelopment Department	(916) 851-8780
Sac Metro Fire District	(916) 859-4300

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 Monday, November 18, 2019 Regular Meeting of the Rancho Cordova City Council was posted and available for review on November 14, 2019 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.cityofranchocordova.org.

Signed November 14, 2019 at Rancho Cordova, California.



Stacy Leitner, City Clerk



CITY COUNCIL MEETING

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

Monday, November 04, 2019

**4:00 PM – Special Meeting
American River Community Room North**

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

DRAFT MINUTES

1. SPECIAL MEETING - CALL TO ORDER/ROLL CALL

Mayor McGarvey called the Special Meeting to order in the American River Room North at 4:08 p.m.

Council Members Present: Budge, Gatewood (Arrived at 4:10 p.m.), Sander, Terry, McGarvey.

Council Members Absent: None.

Staff Members Present: Abhar, Aldama, Borge, Carr, Downton, Ducharme, Fry, Goulart, Harriman, Heisler, Juran, Kniestedt, Leitner, Lewis, Lindgren, Pfau, Pittman, Riley, Runner, Schelldorf, Siren, Stricker, Sparkman, Yost.

2. PUBLIC COMMENT

Mayor McGarvey opened the public comment period. Seeing no speakers, Mayor McGarvey closed the public comment period.

3. SPECIAL MEETING ITEM

Mayor McGarvey opened the public comment period and the following individual Addressed the Council:

1. Larry Ladd
2. Diane Rogers

Mayor McGarvey closed the public comment period.

ACTION: Council Input was received regarding the Homeless Outreach Team (HOT) and Folsom-Olsen-Zinfandel (FOZ) updates with the request for a future discussion regarding Affordable Housing options.

3.1 **Subject:** Homeless Outreach Team (HOT) and Folsom-Olsen-Zinfandel Team (FOZ) Updates.

Recommendation: Provide Homeless Outreach Team (HOT) and Folsom-Olsen-Zinfandel Team (FOZ) updates.

Result of Recommended Action: This is an information only update to City Council on the activities of the HOT Team and FOZ Team.

Staff Report: Chris Pittman, Chief of Police and Russell Ducharme, Neighborhood Services Manager.

Advances Goals: 1 and 2.

4. ADJOURNMENT OF SPECIAL MEETING

Mayor McGarvey adjourned the special meeting to the regular meeting in the David B. Roberts Council Chambers at 5:32 p.m.

5. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Mayor McGarvey called the Regular meeting to order in the David B. Roberts Council Chambers at 5:54 p.m.

Council Members Present: Budge, Gatewood, Sander, Terry, McGarvey.

Council Members Absent: None.

Staff Members Present: Abhar, Carr, Cuffe, Delaney, Downton, Ducharme, Goulart, Hale, Juran, Kniestedt, Lewis, Leitner, Leonardich, Lindgren, Mingay, Peters-Soliz, Riley, Roach, Runner, Siren, Sparkman, Stricker, Tat.

6. METRO CABLE TV TELEVISION ANNOUNCEMENT

The City Clerk read the meetings recordings and playback schedule.

7. PLEDGE OF ALLEGIANCE

Larry Ladd led the pledge.

8. INVOCATION

Olga Hermann from Oasis Ministries gave the invocation.

9. PRESENTATIONS

9.1 Community Enhancement Fund Grant Check Presentations to 1) Mather Wrestling Club; 2) Rancho Cordova HART; 3) Folsom Cordova Unified School District; 4) Sierra Service Project; 5) PRO Youth and Families.

- 9.2 Introduce City of Rancho Cordova Communications Intern, Kiet Han Tat by Maria Kniestedt, Communications and Public Affairs Director.

10. PUBLIC COMMENT

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

1. Larry Ladd
2. Joanne French

Mayor McGarvey closed the public comment period.

11. COUNCIL REPORTS

Council reported on events since the last meeting.

12. CITY MANAGER'S REPORT

City Manager Cyrus Abhar gave his report.

13. CONSENT CALENDAR ITEMS - ROLL CALL VOTE

ACTION: Motion to approve items 13.1 through 13.4 by Budge second by Terry; Motion passed with a 5:0 vote.

- 13.1 **Subject:** Meeting Minutes from the October 21, 2019 Regular City Council Meeting.
Recommendation: Adopt the Minutes.

- 13.2 **Subject:** An Ordinance Readopting Amended and Restated Development Agreement (ARDA) and Affordable Housing Plan (AHP) for Elliott Portion of Rio Del Oro and Approving a First Amendment to the ARDA for Elliott Phase 1 Portion of Rio Del Oro.
Recommendation: Waive the second reading and adopt the Ordinance.
Result of Recommended Action: Adoption of the Ordinance will authorize the Amended and Restated Development Agreement (ARDA) and the Affordable Housing Plan (AHP) to be re-executed and re-recorded to correct the exact name of the Elliott entity that has ownership of the property. The ordinance also approves a First Amendment of the corrected ARDA relative to Rio Del Oro Phase 1, including requirements for the construction of improvements to White Rock Road and proposed adjustments to certain fees.
Staff Report: Elizabeth Sparkman, Community Development Director.
Advances Goals: 2 and 5.

- 13.3 **Subject:** A Resolution Declaring Results of the Mail Ballot Election Relating to the Imposition of the Annual Stormwater Utility Fee on the Bradshaw Village Project in the City of Rancho Cordova.
Recommendation: Adopt the Resolution.
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 Bradshaw Village Project. If majority approval exists, the City Council may impose the annual Stormwater Utility Fee on the Bradshaw Village Project pursuant to the Fee Ordinance.

Staff Report: Elizabeth Sparkman, Community Development Director and Jeanette Cervantes, Management Technician.

Advances Goals: 5.

- 13.4 **Subject:** A Resolution Authorizing the City Manager to Award Construction Contract No. 164-2019 In an Amount Not to Exceed \$1,376,954 With R&R Pacific Construction for The Cordova Park Safe Routes to School Project.

Recommendation: Adopt the Resolution.

Result of Recommended Action: Adoption of the Resolution will authorize the City Manager to execute Contract No. 164-2019 in an amount not to exceed \$1,376,954 with R&R Pacific Construction for the Cordova Park Safe Routes to School Project which includes, but is not limited to, construction of sidewalks on Coloma Road, Dolecetto Drive, Ellenbrook Drive, and Malaga Way.

Staff Report: Albert Stricker, Public Works Director and Ben Chan, Assistant Civil Engineer.

Advances Goals: 1, 2 and 5.

14. CONSENT PUBLIC HEARING ITEMS - ROLL CALL VOTE

NONE.

15. PUBLIC HEARING ITEMS

- 15.1 **Subject:** T-Mobile Antenna Addition Conditional Use Permit Amendment, Project No. DD9881 - Located at 10653 Coloma Road.

Recommendation: The applicant is requesting the proposed project be continued from the November 4, 2019 City Council meeting to the December 16, 2019 City Council meeting for additional time to address the concerns of the Council and order additional information.

Result of Recommended Action: The proposed project will be continued to the December 16, 2019 City Council meeting.

Staff Report: June Cowles, Senior Planner.

Advances Goals: 5 and 6.

Mayor McGarvey opened the public comment period. Seeing no speakers, Mayor McGarvey closed the public comment period.

ACTION: Motion to continue the T-Mobile Addition Conditional Use Permit Amendment, Project No. DD9881 – Located at 10653 Coloma Road to the December 16, 2019 City Council Meeting by Sander second by Budge; Motion passed with a 5:0 vote.

16. REGULAR CALENDAR ITEMS

- 16.1 **Subject:** A Resolution of the City Council of the City of Rancho Cordova Approving a 5% Performance Incentive Payment for Cyrus Abhar for Service as City Manager.

Recommendation: Adopt the Resolution.

Result of Recommended Action: Adoption of the Resolution will authorize payment of the 5% performance incentive payment to City Manager Cyrus Abhar.

Staff Report: Adam U. Lindgren, City Attorney and Brenda Roach, Human Resources Manager.

Advances Goals: 1, 2, 3, 4, 5 and 6.

Mayor McGarvey opened the public comment period. Seeing no speakers, Mayor McGarvey closed the public comment period.

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

- 16.2 **Subject:** A Resolution Authorizing the Issuance of Special Tax Bonds for and on Behalf of the City of Rancho Cordova Grantline 208 Community Facilities District No. 2018-1, Approving and Directing the Execution of a Fiscal Agent Agreement, Approving the Form of Preliminary Official Statement, Approving Sale of Such Bonds, and Approving Other Related Documents and Actions. Confirming the Issuance and Sale of Special Tax Bonds, Approving Official Statement, Bond Purchase Agreement and Authorizing Related Documents and Actions on Behalf of the City of Grantline 208 Community Facilities District No. 2018-1 (the “CFD”).

Recommendation: Adopt the Resolution.

Result of Recommended Action: Adoption of the resolution will authorize the sale of the final series of Special Tax Bonds (the “Bonds”) for and on behalf of Grantline 208 Community Facilities District No. 2018-1 for the purpose of providing money for the acquisition and construction of improvements, and the payment of certain development impact fees related to the project, within the Community Facilities District.

Staff Report: Michelle Mingay, Sr. Finance Analyst.

Advances Goals: 5.

Mayor McGarvey opened the public comment period. Seeing no speakers, Mayor McGarvey closed the public comment period.

ACTION: Motion to approve, with the correction to the Staff Report, by Budge second by Sander; Motion passed with a 5:0 vote.

- 16.3 **Subject:** Ordinances Repealing and Replacing Various Chapters of Title 16 "Buildings and Construction", by Adopting by Reference State Building Codes and Making Local Amendments to Portions Thereof and Adopting Other Related Codes.

Recommendation: Adopt the Resolution and waive first reading and introduce Ordinances Nos. 12-2019 through 24-2019, and set public hearing for further consideration of the proposed Ordinances for November 18, 2019 at 5:30 p.m.

Result of Recommended Action: The recommended actions will result in the City’s building codes being updated to current industry best practices and to coincide with new codes mandated by the state of California.

Staff Report: Joseph Cuffe, Building Official.

Advances Goals: 1, 2 and 5.

Mayor McGarvey opened the public comment period. Seeing no speakers, Mayor McGarvey closed the public comment period.

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

- 16.4 **Subject:** Discussion and Possible Direction for Local Regulations Regarding Vaping and Smokeless Tobacco Products.

Recommendation: Review existing vaping and smokeless tobacco-related regulations, receive presentation regarding additional regulatory options, and discuss and provide direction regarding same.

Result of Recommended Action: Understand the existing regulatory landscape and options for local regulation and provide direction regarding same.

Staff Report: Adam U. Lindgren, City Attorney.

Advances Goals: 1 and 2.

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

1. Derald Langwell

Mayor McGarvey closed the public comment period.

ACTION: Input was received regarding Local Regulations Regarding Vaping and Smokeless Tobacco Products with a request to bring back information regarding Indoor Multi-Family Smoking, and Smoking Distance from Buildings.

16.5 **Subject:** Fiscal Year 2018-19 Preliminary Year-End Financial Report and Budget Amendment.

Recommendation: This report is for both informational purposes and requesting action. It is recommended that the City Council receive the Fiscal Year 2018-19 Preliminary Year-End Financial Report and Adopt a Resolution (Attachment 2) amending the Fiscal Year 2018-19 Budget.

Result of Recommended Action: The Fiscal Year 2018-19 Preliminary Year-End Financial Report provides the City Council with the City's unaudited financial performance for the most recent fiscal year prior to receiving the audited Comprehensive Annual Financial Report (CAFR) later in the year. It also provides the City Council with the opportunity to authorize the proposed budget amendments for the June 30, 2019 fiscal year.

Staff Report: Kim Juran-Karageorgiou, Administrative Services Director.

Advances Goals: 5.

Mayor McGarvey opened the public comment period. Seeing no speakers, Mayor McGarvey closed the public comment period.

ACTION: Motion to approve, with a request to revisit the Reserve Policy, by Budge second by Terry; Motion passed with a 5:0 vote.

16.6 **Subject:** 2020 City Council Meeting Schedule.

Recommendation: Adopt the Resolution.

Result of Recommended Action: Confirm the 2020 Rancho Cordova City Council meeting schedule.

Staff Report: Stacy Leitner, City Clerk.

Advances Goals: 1, 3 and 5.

Mayor McGarvey opened the public comment period. Seeing no speakers, Mayor McGarvey closed the public comment period.

ACTION: Motion to approve by Budge second by Terry: Motion passed with a 5:0 vote.

17. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

1. Request for No-Fault Eviction Moratorium

18. ADJOURNMENT

Mayor McGarvey adjourned to Closed Session at 8:12 p.m.

19. CLOSED SESSION - CALL TO ORDER/ROLL CALL

Mayor McGarvey called the Closed Session to order in the Community Board Room at 8:15 p.m.

20. CLOSED SESSION

CONFERENCE WITH REAL PROPERTY NEGOTIATORS: Pursuant to Government Code Section 54956.8: City Negotiators: Cyrus Abhar, City Manager, Albert Stricker, Public Works Director and Adam U. Lindgren, City Attorney. Negotiating Party: Cordova Community Council. Property: Assessor's Parcel Number: 072-0231-014 at 2300 Mine Shaft Lane. Under Negotiation: Price and Terms of Payment.

CONFERENCE WITH REAL PROPERTY NEGOTIATORS: Pursuant to Government Code Section 54956.8: City Negotiators: Cyrus Abhar, City Manager, Micah Runner, Deputy City Manager and Adam U. Lindgren, City Attorney. Properties and Respective Negotiating Parties: Properties and Respective Negotiating Parties: APN 072-0231-133-0000, EASTON DEVELOPMENT COMPANY LLC; APN 072-0231-135-0000, AEROJET GENERAL CORPORATION; APN 072-0231-147-0000, AEROJET ROCKETDYNE INC; APN 072-0231-102-0000, AEROJET GENERAL CORPORATION; APN 072-0231-133-0000, EASTON DEVELOPMENT COMPANY LLC; APN 072-0231-135-0000, AEROJET GENERAL CORPORATION; APN 072-0231-147-0000, AEROJET ROCKETDYNE INC; APN 072-0231-125-0000, AEROJET ROCKETDYNE INC; APN 072-0231-126-0000, AEROJET ROCKETDYNE INC; APN 069-0040-095-0000, FOLSOM PROPERTY LP; APN 072-0231-081-0000, AEROJET GENERAL CORPORATION; APN 072-0231-121-0000, AEROJET ROCKETDYNE INC; APN 072-0231-122-0000, AEROJET ROCKETDYNE INC; APN 072-0231-123-0000, AEROJET ROCKETDYNE INC; APN 058-0270-004-0000, SUBURBAN PROPANE LP; APN 058-0270-034-0000, HARMONY INV LP (HECQUEST REV LIVING TRUST); APN 058-0280-010-0000, ISTOREAGE JV RANCHO CORDOVA LLC; APN 058-0280-023-0000, HALLE PROPERTIES LLC; APN 058-0280-027-0000, SUNRISE 50 INVESTORS LLC; APN 058-0270-035-0000, VS REAL ESTATE LLC; APN 058-0270-041-0000, VS REAL ESTATE LLC; APN 058-0270-045-0000, CHUNG SUN M/DAE/HAE; APN 058-0270-050-0000, HV-HOUSTON DEVELOPMENT INC; APN 058-0270-059-0000, DW CL V LLC; APN 058-0270-061-0000, 11275 FOLSOM LLC; APN 058-0280-012-0000, JOYCE JEAN KMOCH TRUST; APN 058-0280-016-0000, LQ RANCHO CORDOVA LLC(LA QUINTA INTERM HOLD INC); APN 058-0280-021-0000, LSC; APN 058-0530-001-0000, PITAMBER RAMESH; APN 058-0530-002-0000, PITAMBER RAMESH; APN 058-0270-031-0000, PITAMBER RAMESH; APN 058-0270-058-0000, JUNG INVESTMENT LLC; APN 058-0270-060-0000, INSIGNIA RC DEVELOPMENT LP; APN 058-0280-004-0000, MARCHI PAUL JOSEPH/CAROLYN NANCY/TR; APN 058-0280-019-0000, JOEL PEREZ FAMILY TRUST; APN 072-0221-001-0000, FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT; APN 072-0222-013-0000, SF FLORIN LIMITED PARTNERSHIP; APN 072-0222-033-0000, FOURWAY INC; APN 072-0222-041-0000, J/M CORDOVA PROPERTIES LLC; APN 072-0223-002-0000, DMJ REAL ESTATE LIMITED PARTNERSHIP/ETAL; APN 072-0223-003-0000, DMJ REAL ESTATE LIMITED

PARTNERSHIP/ETAL; APN 072-0223-011-0000, WENDYS PROPERTIES LLC; APN 072-0240-008-0000, RAMOS OIL COMPANY INCORPORATED; APN 072-0240-009-0000, 2707 SUNRISE BLVD LLC; APN 072-0222-001-0000, SAC-PLCRVLE TRANSPORTATION CORR JOINT POWERS AUTHORITY; APN 072-0222-011-0000, PUBLIC STORAGE PROPERTIES XV INC(PUB STORAGE INC); APN 072-0222-034-0000, FOLSOM RESEARCH INVESTMENTS INC; APN 072-0222-038-0000, SACRAMENTO REGIONAL TRANSIT; APN 072-0222-039-0000, GARCHA PROPERTIES LLC; APN 072-0222-042-0000, GARCHA PROPERTIES LLC; APN 072-0222-043-0000, JB COMPANY MANAGEMENT LIMITED PARTNERSHIP/ETAL; APN 072-0223-001-0000, DMJ REAL ESTATE LIMITED PARTNERSHIP/ETAL; APN 072-0240-011-0000, ABREGO LAND COMPANY LLC; APN 072-0240-012-0000, LU ELLA BETTY WILSON 2005 REVOCABLE TRUST; APN 072-0490-026-0000, CITY OF RANCHO CORDOVA; APN 072-0490-027-0000, CITY OF RANCHO CORDOVA; APN 072-0222-004-0000, TETON II; APN 072-0222-012-0000, 2650 SUNRISE BLVD LLC; APN 072-0222-032-0000, DEMETROULAS FAMILY TRUST; APN 072-0222-036-0000, GARCHA PROPERTIES LLC; APN 072-0222-037-0000, CONRAD ETHAN; APN 072-0222-040-0000, J/M CORDOVA PROPERTIES LLC; APN 072-0223-004-0000, JB COMPANY MANAGEMENT LIMITED PARTNERSHIP; APN 072-0240-003-0000, SAC-PLCRVLE TRANSPORTATION CORR JOINT POWERS AUTHORITY; APN 072-0240-004-0000, SACRAMENTO REGIONAL TRANSIT DISTRICT; 072-0240-005-0000, BEDROSIAN RANCHO CORDOVA LLC; APN 072-0250-005-0000, FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT; APN 072-0480-007-0000, WESTERN CENTURY INVESTMENTS LLC; APN 072-0490-004-0000, GREENSHADE INVESTORS LLC; APN 072-0490-024-0000, CITY OF RANCHO CORDOVA; APN 072-0490-025-0000, CITY OF RANCHO CORDOVA; APN 058-0270-024-0000, HV-HOUSTON DEVELOPMENT INC; APN 058-0270-029-0000, HV-HOUSTON DEVELOPMENT INC; APN 058-0270-030-0000, RANCHO INVESTMENTS INC; APN 058-0270-049-0000, HV-HOUSTON DEVELOPMENT INC; APN 058-0270-062-0000, PR RANCHO HOTEL LLC; APN 058-0280-008-0000, CAMP SPE LLC/AMERICAN SS INVESTORS LLC; APN 058-0280-011-0000, FISCHER FAMILY TRUST; APN 058-0280-024-0000, REESE REAL ESTATE/INV COMPANY; APN 072-0221-002-0000, FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT; APN 072-0221-003-0000, FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT; APN 072-0222-014-0000, YONGKANG/ZHENQIANG INVESTMENT HOLDING LLC; APN 072-0222-031-0000, YONGKANG/ZHENQIANG INVESTMENT HOLDING LLC; APN 072-0223-012-0000, SUNRISE 82017 LLC; APN 072-0250-007-0000, SAC-PLCRVLE TRANSPORTATION CORR JOINT POWERS AUTHORITY; APN 072-0480-029-0000, CONRAD ETHAN; APN 072-0490-005-0000, GOLD TAILINGS INVESTMENTS LLC. Under Negotiation: Price and Terms of Payment.

21. OPEN SESSION - REPORT FROM CLOSED SESSION

City Attorney, Adam Lindgren, reported that there was no reportable action taken in Closed Session.

22. ADJOURNMENT

Mayor McGarvey adjourned the meeting at 8:52 p.m.

Stacy Leitner, CMC
City Clerk



CITY COUNCIL MEETING

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

Tuesday, November 12, 2019

**5:30 PM – Special Meeting
American River Community Room North**

DRAFT MINUTES

1. SPECIAL MEETING - CALL TO ORDER/ROLL CALL

Mayor McGarvey called the Special Meeting to order in the American River Room North at 5:41 p.m.

Council Members Present: Budge, Gatewood (Arrived at 5:56 p.m.), Sander, Terry, McGarvey.

Council Members Absent: None.

Staff Members Present: Abhar, Chan, Delaney, Kniestedt, Leitner, Leonardich, Medina, Riley, Runner, Siren, Splendorio, Thompson.

2. PUBLIC COMMENT

Mayor McGarvey opened the public comment period. Seeing no speakers, Mayor McGarvey closed the public comment period.

3. SPECIAL MEETING ITEM

Mayor McGarvey opened the public comment period and the following individuals addressed the council:

1. Danielle Mercado
2. Ross Johnson
3. Lydia Bredin
4. Rick Sloan

Mayor McGarvey closed the public comment period.

ACTION: Input and direction were received regarding the Rancho Cordova Arts Strategic Plan and the Council Requested that the Rancho Cordova Arts Strategic Plan be brought before Council for adoption once the Strategic Plan has been updated.

3.1 **Subject:** Rancho Cordova Arts Strategic Plan.

Recommendation: Provide comment and direction on the Final Draft Rancho Cordova Arts Strategic Plan.

Result of Recommended Action: Following this final review, Council comment and direction will allow staff to complete the Rancho Cordova Arts Strategic Plan.

Staff Report: Megan Siren, Senior Management Analyst and Paul Junker, Senior Project Manager.

Advances Goals: 1, 2 and 6.

4. ADJOURNMENT

Mayor McGarvey adjourned the meeting at 7:00 p.m.

Stacy Leitner, CMC
City Clerk

MEMORANDUM

DATE: November 18, 2019

TO: Honorable Mayor and Council Members

FROM: Albert Stricker, Public Works Director and Steve Harriman, Operations and Maintenance Division Manager

SUBJECT: **A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT NO. 171-2019 WITH DUDEK IN AN AMOUNT NOT TO EXCEED \$143,790 FOR THE PREPARATION OF AN URBAN FOREST MASTER PLAN**



RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution will authorize the City Manager to execute Contract No. 171-2019 with Dudek for the preparation of an Urban Forest Master Plan (UFMP).

BACKGROUND

In June 2019 the City was awarded a Community Forestry Proposition 68 Parks and Water Fund Grant in the amount of \$369,500 from the California Department of Forestry and Fire Protection (Calfire). A portion of the grant proceeds will be used to prepare a 40-year plan with measurable and specific goals towards achieving a long-term canopy goal, reducing greenhouse gas emissions and engaging the public. The plan preparation will include evaluating the condition of the City's urban forest, assessing current management practices, reviewing relevant ordinances and policies, and implementing a public engagement and outreach campaign. The plan will be used as a long-term guidance document for the continued growth and management of the City's urban forest.

The grant funds will also be used to plant 750 trees in the City, including 250 trees in disadvantaged census tracts, by the end of the grant term on March 30, 2022. Finally, the grant will fund a half-time contract employee with the Sacramento Tree Foundation to engage and organize tree planting events with neighborhoods, businesses, schools and community various stakeholders.

The Public Works Department released a Request for Proposals for the preparation of an Urban Forest Master Plan on August 14, 2019. A total of three proposals were received, and the evaluation committee selected Dudek as the top ranked proposal.

FISCAL IMPACT

The total project cost is \$143,790, which is funded by the Calfire grant. This project has no impact to the City's General Fund.

ATTACHMENTS

1. Resolution
2. Dudek Proposal

ATTACHMENT 1**CITY OF RANCHO CORDOVA****RESOLUTION NO. XX-2019**

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT NO. 171-2019 WITH DUDEK IN AN AMOUNT NOT TO EXCEED \$143,790 FOR PREPARATION OF AN URBAN FOREST MASTER PLAN

WHEREAS, the City of Rancho Cordova was awarded a Community Forestry Proposition 68 Parks and Water Fund Grant in the amount of \$369,500 from the California Department of Forestry and Fire Protection; and

WHEREAS, a portion of the grant proceeds will be used to prepare an Urban Forest Master Plan for the City; and

WHEREAS, the plan will be used as a long-term guidance document for the continued maintenance and enhancement of the City's urban forest; and

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

WHEREAS, the total project cost of \$143,790 will be funded by the Calfire grant. The contract does not impact the City's general fund.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA does authorize the City Manager to execute contract no. 171-2019 with Dudek in an amount not to exceed \$143,790 and in a form approved by the City Attorney for the Urban Forest Master Plan.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 18th day of November 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Robert J. McGarvey, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk



Proposal for Preparation of an Urban Forest Master Plan

PREPARED FOR
City of Rancho Cordova

September 20, 2019

Cover Letter

September 20, 2019

Steve Harriman, Operations and Maintenance Manager
Department of Public Works
City of Rancho Cordova
2729 Prospect Park Drive
Rancho Cordova, California 95670

Subject: Proposal for Preparation of an Urban Forest Master Plan

Dear Mr. Harriman,

Dudek understands that the City of Rancho Cordova (City) requires a team with a comprehensive approach to urban forest management planning. We are a California-based environmental firm with 12 offices and more than 600 planners, scientists, civil engineers, contractors, and support staff. We assist private and public clients on a broad range of projects that improve communities, infrastructure, and the natural environment. The Urban Forest Management Plan (UFMP) will be a high-quality, science-based model-planning tool, incorporating key stakeholder tree priorities and values. The project team will bring the City the following strengths:

Experienced Project Management Leading a Comprehensive Team. The project team will be managed by Dudek Project Manager Scott Eckardt. Mr. Eckardt is an International Society of Arboriculture Certified Arborist and professional forester located in our Auburn office. Mr. Eckardt will be the primary point of contact for the City throughout the process. Working closely with Mr. Eckardt will be Ryan Allen, located in our Pasadena office. Mr. Allen will perform many critical project tasks as deputy project manager, working closely with City staff during plan development. Our core urban forestry team has worked together for more than 23 years on projects throughout California. We will also be working closely with Urban Forest Innovations for additional technical expertise who bring extensive experience to urban forest management planning. Additional support and resources will be provided by our team of urban foresters, arborists, geographic information system specialists, and graphics and publication specialists.

Application of Best Practices from Similar Experience. The project team has successfully completed several UFMPs and related urban forestry projects. Recent relevant UFMP projects include those for the cities of San Jose, Los Angeles, Downey, Beverly Hills, Pasadena, Ottawa, and Toronto. Dudek approaches UFMPs in terms of evaluating municipal urban forestry programs compared to sustainable indicators. The indicators provide a baseline with which a city's program can be compared, as well as goals that can be incorporated into short- and long-range urban forestry planning. Dudek is very experienced in meeting the standards of California Department of Forestry and Fire Protection grant funded UFMP projects.

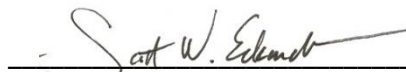
A Responsive Team that Builds your Trust. Our team will be responsive, staying on task and schedule. We are available on short notice and will follow up on communication within 24 hours. We create strong working relationships and build trust with our clients to deliver quality products.

We look forward to working with the City on this unique opportunity. If you have any questions regarding our qualifications, please contact Mr. Eckardt at seckardt@dudek.com or 530.863.4650.

Sincerely,



Joseph Monaco, AICP
President



Scott Eckardt, RPF
Project Manager

Joe Monaco is authorized to sign on behalf of Dudek.

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APPENDIX

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Scope of Services Understanding

Understanding of Scope and Goals

An urban forest management plan (UFMP) is the type of opportunity we look for as a firm to actualize our core values, with a goal of creating a healthy forest for the future. Dudek looks forward to putting these values into practice as we partner with the City of Rancho Cordova (City) to develop a UFMP that reflects the values and priorities of the City and community.

Dudek understands that the City requires a team with a comprehensive approach to urban forest management planning that is science based and led by meaningful community engagement and technical expertise. The City can count on Dudek to design and implement a 40-year plan that has measurable and specific goals that lead toward achieving a long-term canopy goal, reducing greenhouse gas emissions, and engaging the public. This will be achieved by determining the condition of the City's urban forest, analyzing the existing tree canopy cover, assessing current management practices, reviewing ordinances and policies, implementing a public outreach campaign, and educating stakeholders. The resulting UFMP will clearly and concisely present the complexities of urban forest management with accompanying easy-to-interpret graphics so that the document is understandable to seasoned urban foresters as well as the general public.



Task 1. Monthly Project Meetings

We plan to initiate the project with a meeting between City staff, Dudek, and UFI to ascertain specific project goals, discuss scope of work details, and confirm reporting and communication procedures. The kickoff meeting is a data acquisition meeting, prior to which we will have prepared a list of any data needs or gaps. During the meeting, we will discuss these needs and gaps, and any remaining information voids will be filled through research efforts or further coordination with the City.

Monthly progress meetings will be held with City staff and the Dudek team throughout the project to report on key findings and the development of the UFMP. UFI will join on progress meetings as needed to discuss specific sections of the UFMP that they are assisting in developing. If additional project meetings are needed, Dudek will be available as needed on a weekly or biweekly basis, depending on the phase of the project. We anticipate up to 10 progress meetings will be held throughout the project. For all meetings Dudek will provide an agenda prior to the meeting and will submit meeting minutes summarizing major topic discussions following the meeting.

Task 2. i-Tree Analysis

The goal of this section will be to create strategies for increasing the sustainability of the urban forest. Dudek and UFI will summarize the status of the City's urban forest, including a discussion of trees in and along developed public property (e.g., sidewalks, streets, medians, landscaped parks). To develop this section, Dudek will use i-

Tree Eco software and existing tree inventory data. We will use the results of our tree data assessment efforts to complete this section, which will include analysis and discussions of the following urban forest characteristics:

- Species composition, including native species distribution
- Health distribution
- Canopy extent
- Age distribution
- Replacement value
- Ecological services in dollars

Results of this analysis will be used to calculate ecosystem service benefits for canopy cover, carbon sequestration, reduction of urban heat island effect, average pollutant capture, avoided runoff, calculated appraised structural and functional value, and other socioeconomic benefits. Where applicable, dollar amounts will be provided for these benefits, which will be useful for educational purposes and long-term planning, as well as for garnering tree program budgets. Data will be formulated from existing information and available resources, and the calculations will be completed by the Dudek team. We will calculate the return on investment into the urban forest by measuring the current level of investment against what the City receives in ecosystem services and the urban forest's asset value.

Task 3. Geographic Information System Canopy Analysis

Dudek will utilize WorldView-3 (WV-3) satellite imagery to conduct an image-based mapping of urban tree canopies in the City. The WV-3 data can be tasked and collected at the time desired. Stereo imagery (from the same pass of the satellite, one oblique and one largely nadir image) can provide some 3-D information to discriminate trees from grass/shrub and the 8 bands of the imagery will assist with image classification. The use of WV-3 data is also preferable as its brightness values are consistent over space, allowing for easier classification of tree canopies. Dudek proposes to also document our methodology so that the City can conduct a similar analysis in the future. Dudek would purchase ortho-ready WV-3 imagery and orthorectify using reference base imagery for horizontal control and existing available LiDAR for vertical control. The analysis process would include orthorectification, creation of a point cloud, creation of digital surface model/digital terrain model/height products, image classification, and product quality assurance/quality control. The product would be a geographic information system (GIS) data file of the existing tree canopy in the City. Dudek and UFI will then further analyze this data to determine which parts of the City have relatively lower urban tree canopy cover and where management actions can be implemented to meet the overall goals of the UFMP.

Task 4. Maintenance Best Practices

Dudek will use the i-Tree Eco online tool and GIS spatial analysis to analyze the datasets from the City's tree inventory to gain a better understanding of the forest's overall condition. We will use the City's current tree inventory data to examine health trends; species diversity on the street, neighborhood, and community levels; and age trends as related to anticipated longevity. The resulting information will reveal overall trends and will guide the development of the UFMP. The result of each analysis will be a GIS data layer representing concentrations of like tree attributes in the City, which will allow us to determine key areas of the City where tree management goals can be developed to address identified problems, in addition to helping form the basis for prioritization of recommendations and 5-year milestone goals. This analysis will be important for developing management recommendations associated with tree removal, tree planting, trimming cycle adjustments, budget establishment, and related maintenance activities.

During this task, Dudek will review existing policies and practices for tree maintenance and provide recommendations, as appropriate, for changes that may result in more efficient management. UFI will provide an analysis based on a metrics of criteria and indicators used to determine if the urban forest program is progressing the City towards a sustainable urban forest. This will provide a framework that sets a benchmark for the current conditions, and optimal levels the City can plan to obtain. Any change recommendations will be prioritized based on several factors, including time sensitivity, resource condition, City ranking, and expected project duration. We will also analyze the current tree maintenance program for the City, including routine trimming, spraying, tree removal, surface-rooting issues, and tree planting.



This analysis will include an internal review of City practices and governance structures and a comparison with other major cities' typical maintenance programs. The internal review of City practices will be conducted by holding interviews with the various departments, staff, elected officials, and stakeholders who affect tree management in the City. Based on this information, we will document the current maintenance procedures, provide a summary of our analysis and comparable city standards, make recommendations for altering the maintenance standards, and provide justification for the recommended revisions.

Task 5. Review Tree Preservation Ordinance

For this task, Dudek and UFI will focus on a comprehensive view of the City's Tree Preservation Ordinance to ensure it meets the standards of sustainable urban forest management. Trees on private property typically account for 65%–90% of a city's tree canopy cover, and are an important part of maintaining a healthy urban forest. An effective tree preservation ordinance has clearly defined parameters for when a tree is considered protected and the process by which requests are considered for the removal of preserved trees. They must also have replacement planting requirements that are directed towards the urban forest goals of the City and penalties sufficient enough to deter violation of the ordinance.

To understand if the current City Tree Preservation Ordinance is meeting these standards we will review policies, programs, the General Plan, street tree planting list, tree care standards, City website, and best management and design practices that relate to trees within the City. We will then summarize these documents and provide a set of recommendations for future modifications to the Tree Preservation Ordinance and City documents. Development of recommendations will be based on promoting sustainable urban forestry practices across multiple City departments and will draw from the information gathered during the assessment of City departments, the community outreach effort, and the assessment of tree and urban forest datasets.

Task 6. Community Outreach and Engagement

Long-term community involvement and education is an important component of a successful UFMP program. The Dudek team will begin by consulting with City staff to identify stakeholders and identify goals to foster community involvement, urban forest stewardship, and public education, as well as establish an education and outreach strategy for UFMP implementation.

We will begin this process by working with City staff to identify key stakeholders, like the non-profit organization Sacramento Tree Foundation, to learn the needs of the community and create avenues to engage the community. Dudek's marketing and graphics team will work with the City to prepare outreach materials for the urban forest

program that will communicate the value of the City's trees through infographics and other forms of media. With input from key stakeholders and the City, we will identify strategic media outlets to engage the public on the UFMP process. We will prepare a public survey to be released online in order to reach a broad audience throughout the City. Our experience with public surveys indicates that they routinely result in significantly more public input than public meetings.

However, to augment the survey, we will coordinate and host a series of community outreach efforts to better understand public perspectives and priorities related to tree and urban forest management. We anticipate four meetings will be held with community stakeholders such as non-profit organizations, homeowners associations, and other residential groups to ascertain the public's urban forest issues and the value these groups place on trees. Additionally, a webinar will be created to inform the public of the UFMP process and provide education on the urban forest. Following the community meetings and public outreach response period, we will summarize the public input received, which will also be an important component in developing the UFMP goals.

Finally, we will develop a project webpage for the City website that will house meeting agendas and minutes, draft documents of the UFMP, drafts of proposed updates to City policies and ordinances, outreach events for the UFMP, the public survey, the webinar, and educational materials. It will also include updates on important issues identified through the UFMP process such as total canopy cover and distribution. Additional features of the webpage will be explored with the City and provided as needed.

Task 7. Tree Management Software

Dudek information management combines scientific expertise, GIS, unmanned aerial systems and information technology to develop practical solutions to collect and distribute timely, high-quality information for asset management, environmental planning and permitting, natural resources management, infrastructure development projects, and public engagement.

Our approach to software development centers on user experience, cost effectiveness, rapid deployment, flexibility, and long-term maintainability. Rather than developing our own proprietary software system from the ground up, which could burden our clients with yet another pricing model, licensing structure, and technology platform to maintain, and could potentially make it more difficult for our clients to adapt to future circumstances, we instead provide a suite of mobile- and web-based tools using established, widely used consumer off-the-shelf software (e.g., ESRI, SQL Server, iFormBuilder, Intelx) and custom-built integrations to deliver effective solutions that are accessible from smartphones, tablets, and web browsers. From our experience, this approach provides the greatest value in the near term (i.e., rapid to deploy, cost effective, makes use of tools and platforms our clients already use every day) coupled with long-term benefits such as reduced maintenance costs and increased ownership, control, and freedom.

The tree management software solution we deliver for the City would use the ESRI ArcGIS suite of software, as most of our clients are already using ESRI products and this allows us to make use of existing tools. As the City already has an ArcGIS Online account (<https://ranchocordova.maps.arcgis.com>), we would be able to make full use of this platform to deliver secured mobile and web applications for role-based use by staff and contractors, along with public-facing geospatial tools such as an interactive web viewer for public engagement and crowdsourcing. We have a team of in-house application developers and a robust server infrastructure in the Microsoft Azure cloud, and our developers leverage standards-compliant frameworks to add power and agility to the ESRI platform far beyond what is provided off the shelf. While we are fully capable of hosting our information management tools on Dudek servers, we would build and implement the tree management software with the goal of empowering the City to ultimately own and operate the solution.

Task 8. City Council Presentation

Dudek will present at one City Council meeting on the process, findings, and recommendations that were developed through the UFMP process. The presentation will focus on gaining support of the City Council to adopt the UFMP as an official City document and begin to take the necessary steps to implement elements of the plan.

Task 9. Draft and Final Reports

Dudek anticipates first developing one content outline before proceeding with development of the UFMP product. The content outline is briefly discussed within this scope of work and will be submitted to the City for review and comment within 14 calendar days of project initiation.

Following approval of the content outline, Dudek and UFI will submit an 80% completion draft within 7 months. This draft will also be made available to the public for review and comment, and Dudek will coordinate with the City to post the draft on its website. A dedicated email address and set of public comment instructions will also be developed by Dudek to facilitate receipt of public comments. The open period for public review and comment of the first draft of the UFMP will be no longer than 30 calendar days. The first draft will be submitted as an electronic copy in Adobe PDF format and will include all figures and appendices.

Following completion of the 80% draft review process, the final UFMP will be developed, incorporating City and public comments, and will be completed within 30 calendar days of receipt of final comments. The final copy will be submitted as an electronic copy in Adobe PDF format, along with six bound copies, and include all figures and appendices. Successful achievement of these timelines will rely, to some extent, on the City's responsive review of the draft documents. City input will be incorporated along the way, but review of the draft UFMP is a critical process, and we expect that the appropriate City personnel will provide comments within a 2-week timeframe.

Dudek will prepare and submit the final UFMP within approximately 10 months from the start date of the contract. We will submit the final plan within 30 days of receipt of City comments.



Project Timeline

Table 1 Project Schedule

Tasks	2019		2020							
	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug
Project Kickoff Meeting/ Data Acquisition										
Project Team Meetings										
i-Tree Analysis										
GIS Canopy Analysis										
Maintenance Best Practices										
Review Tree Preservation Ordinance										
Community Outreach and Engagement										
Tree Management Software										
City Council Presentation										
Preparation of 80% Draft of UFMP										
Preparation and Submittal of 100% Draft UFMP										

Insurance Requirements

Dudek's insurance meets the minimum limits of coverage as outlined in Appendix B of the City's Sample Professional Services Agreement included in the Request for Proposals. If selected for this project, Dudek will provide a Certificate of Insurance to the City.

Professional Services Agreement

Dudek has reviewed the City's Professional Services Agreement and has no objections or exceptions to the agreement.

Project Team

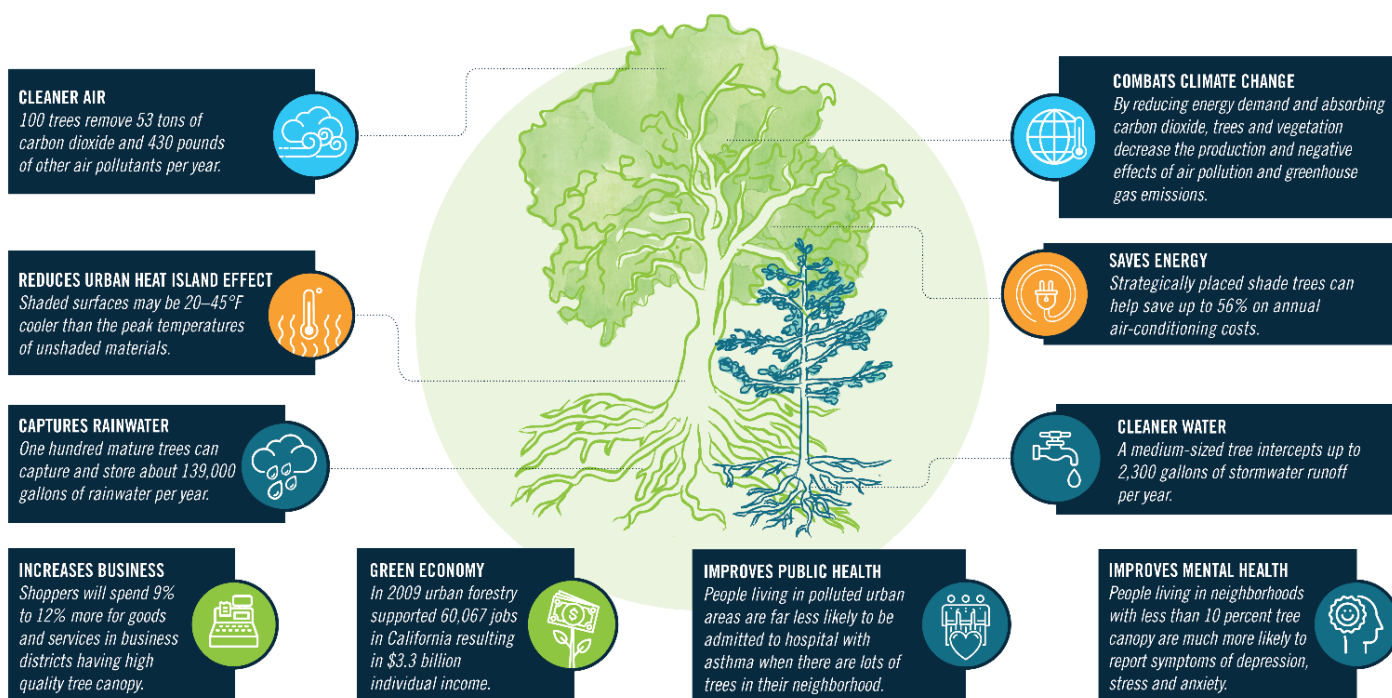
Firm Profile

Dudek is a California-based environmental firm with an experienced urban forestry group. Dudek leverages its 12 offices and more than 600 planners, scientists, civil engineers, contractors, and support staff to meet client needs. We have been assisting private and public clients on a broad range of projects that improve our clients' communities, infrastructure, and natural environments for more than 39 years. From planning, design, and permitting through construction, we help move projects forward through the complexities of regulatory compliance, budgetary and scheduling constraints, and conflicting stakeholder interests.

Dudek has one of the state's most diverse urban forestry practices with expertise in a variety of urban and wildland forestry specialties. Our certified and licensed forestry professionals bring valuable insight to both rural and urban forestry management issues, including creative approaches to difficult and controversial projects. Our arboriculture and urban forestry team have conducted thousands of tree and urban forest-related projects, including UFMPs, field evaluations and arboricultural assessments, tree measurement and mapping (including tree location and canopy mapping), tree maintenance activity supervision, construction tree monitoring, tree appraisals using International Society of Arboriculture (ISA) protocols, and tree pest/disease inspection and diagnosis.

In addition, we have conducted projects related to tree conflicts with infrastructure, suitable tree species replacement, and forest pest susceptibility. We have analyzed tree population data to develop meaningful summaries of tree benefits using current data management and analysis tools (**Figure 1**). The Dudek team has significant experience preparing technical written documents, reports, and management plans for trees and urban forests.

Figure 1. Benefits of a Healthy Urban Forest



Team Qualifications

All licensed and certified Dudek staff members routinely engage in continuing education efforts to maintain their credentials and stay up to date on the latest research and technologies employed in the urban forestry field. This helps our team maintain up-to-date knowledge regarding trees, impact minimization techniques, and preservation methods where trees may experience disturbances. Dudek personnel and credentials include the following:

- Registered Consulting Arborist (RCA), American Society of Consulting Arborists
- Certified Arborists, ISA
- Certified Arborists with Tree Risk Assessment Qualifications, ISA
- Registered Professional Foresters, State of California Board of Forestry and Fire Protection
- Municipal Arborist Specialist
- Licensed Landscape Architects, State of California Department of Consumer Affairs
- Licensed Pest Control Advisors
- Qualified Pesticide Applicator Licensees
- Certified Planners, American Institute of Certified Planners
- GIS Professionals

Dudek's urban forestry team will meet the needs of the City with one of California's most experienced and diverse private-practice urban forestry teams. Our project team has decades of experience working on urban forestry projects throughout California and the United States. Dudek's goal for this project is to integrate seamlessly with the City, providing unparalleled client service with a positive result from every interaction.

Our History

The firm was co-founded in 1980 in Encinitas, California, by Frank Dudek as a small civil engineering consulting practice working for municipal wastewater agencies and private land developers in San Diego County. The firm steadily grew its civil engineering practice through the 1980s, expanding throughout Southern California.

In 1990, the firm started an environmental practice in response to expanding state and federal environmental regulations. Primarily through organic growth and limited acquisitions of small firms, Dudek has grown to a 600-person multidisciplinary environmental and engineering firm with offices throughout California, Hawai'i, and Oregon. Dudek is ranked as one of the Top 140 U.S. Environmental Firms (*Engineering News-Record*, 2017). The firm has 12 offices, including 10 offices in California. Dudek has Northern California offices in Sacramento, Auburn, Oakland, and Santa Cruz.

Dudek maintains an organizational structure that empowers project managers to be entrepreneurial decision makers. Internal administrative processes are kept to a minimum to limit bureaucracy and enable project managers to be flexible and responsive to meet client needs.

Relevant Project Experience

Over the past decade, the Dudek team has conducted a vast range of municipal urban forestry projects, including large tree inventories and dataset management, technical arboricultural assessments, i-Tree Canopy cover assessments, GPS surveys and mapping, UFMP preparation, street tree management plans, carbon sequestration analyses, California Environmental Quality Act (CEQA) impact analyses, mitigation plan preparation, and technical arboricultural studies and research. The following project summaries represent some of our more recent urban forest management planning experience. In addition, Dudek is currently working with the City of San Jose in developing their community forest management plan.

UFMP Preliminary Planning and Roadmap

Client: City of Los Angeles

We were selected in a competitive process to prepare a UFMP framework for the City of Los Angeles. We completed extensive city department interviews, an online public survey resulting in more than 2,600 responses, monthly stakeholder working group meetings, comparison of Los Angeles urban forestry with three other strategically selected cities, evaluation of the urban forest governance structure and current urban forestry budgets compared to industry standards, assessment of urban forest policies and regulations, and development of a road map to urban forest sustainability. The project was completed in December 2018 and Dudek presented the findings and recommendations at two public hearings.

UFMP and Eucalyptus Windrow Management Plan

Client: City of Irvine, Department of Public Works

Dudek arborists and urban foresters conducted the initial urban forest inventory (75,000 trees) throughout city streets, urban areas, and parks. Follow-up inventories continue on a 4-year cycle to update the City of Irvine's database and maintain data accuracy. Inventory data was critical in analyzing tree populations and tree attribute information. This information ultimately supported the preparation of the City of Irvine's UFMP (the final draft is being reviewed by the city), which addresses tree species diversity, distribution, trim cycles, species recommendations for future planting, changes from initial plantings, and planting opportunity identification throughout the city.

Dudek also currently supports the City of Irvine's urban forest management program by providing technical arboricultural services to the Department of Public Works as the city's on-call urban forestry and arboriculture consultant. Dudek is responsible for conducting the following:

- UFMP preparation
- Perpetual tree inventories and assessment for nearly 75,000 trees
- Extensive eucalyptus tree internal rot detection study for 3,000 blue gum eucalyptus
- Insect pest surveys throughout the city's park trees and beneficial insect releases to manage pest populations
- Species diversity and replacement tree planting studies, trim cycle studies, park prioritization for rehabilitation, and other special urban forest management studies

Dudek also provides bird nesting surveys as part of the city's tree trimming operation.

UFMP

Client: City of Pasadena

Dudek prepared a comprehensive UFMP for the City of Pasadena. Dudek's role included reviewing all city tree care practices and management policies. Our urban foresters participated in several community outreach meetings, prepared an online survey that garnered more than 600 completed surveys, worked with the urban forest advisory committee, worked extensively with city forestry staff, and developed several drafts of the UFMP. Internal political issues sidetracked completion of the plan, but Dudek fulfilled its scope and gained valuable experience working with various stakeholders.

UFMP

Client: City of Ottawa, Ontario, Canada

Ottawa sought to develop a UFMP in response to increased coming infill development, coupled with the ongoing loss of a large portion of the urban forest due to emerald ash borer infestation and other urban forest stressors. UFI helped the city develop a 20-year strategic UFMP for Ottawa's urban and urban expansion areas. More than 150 residents and numerous representatives from interest groups participated in consultations. The intent of this phase was to inform participants about the UFMP project, gather input on the UFMP's vision and objectives, and solidify the project team's understanding of the key challenges and opportunities facing the city's urban forest. Development of the draft UFMP also included a comprehensive Criteria and Indicators-based assessment of the city's urban forest vegetation resource, community framework, and resource management approach, allowing the project team to establish a baseline condition of the city's urban forest and its management, facilitating adaptive management over the plan's 20-year horizon. The draft UFMP was met with significant support from the majority of consultation participants.

On-Call Arborist Services

Client: City of Sacramento

Dudek is currently under contract with the City of Sacramento for on-call arboricultural consulting services. Dudek prepared a summary report and developed management recommendations for City-managed trees in the North Natomas portion of the city. This task involved extensive field work evaluating 79 landscape areas (including approximately 4,000 trees) to document and map tree and landscape area conditions that were causing, or had the potential to cause, damage to adjacent hardscape, sound walls, or other landscape infrastructure. Dudek also assessed more than 2,800 individual park trees using a modified risk evaluation procedure. Risk assessments identified tree defects, the likelihood of failure, the target potential, and management actions recommended to eliminate or reduce risk. Dudek accessed the city's GIS-based tree inventory for mapping efforts, and delivered a comprehensive database to the city for prioritizing risk-reduction efforts.

Downtown Street Tree Management Plan

Client: City of Redding

Dudek conducted an assessment and inventory of 711 trees and 164 vacant planting spaces in the City of Redding's Downtown Core area to support development of a Downtown Street Tree Management Plan (STMP). Development of the STMP involved a detailed inventory of the City-managed Downtown Core tree population, identification of vacant tree planting sites, an analysis of tree inventory data, quantification of the environmental benefits of the Downtown Core's trees using the i-Tree software suite, evaluation of the City's current tree maintenance practices and work history, and development of management recommendations for enhancing existing trees and establishing new trees in currently vacant spaces. The STMP provides guidance for better management of the Downtown Core's tree population, including an analysis of the current urban forest, species, conditions, and infrastructure issues and recommendations for long-term management.

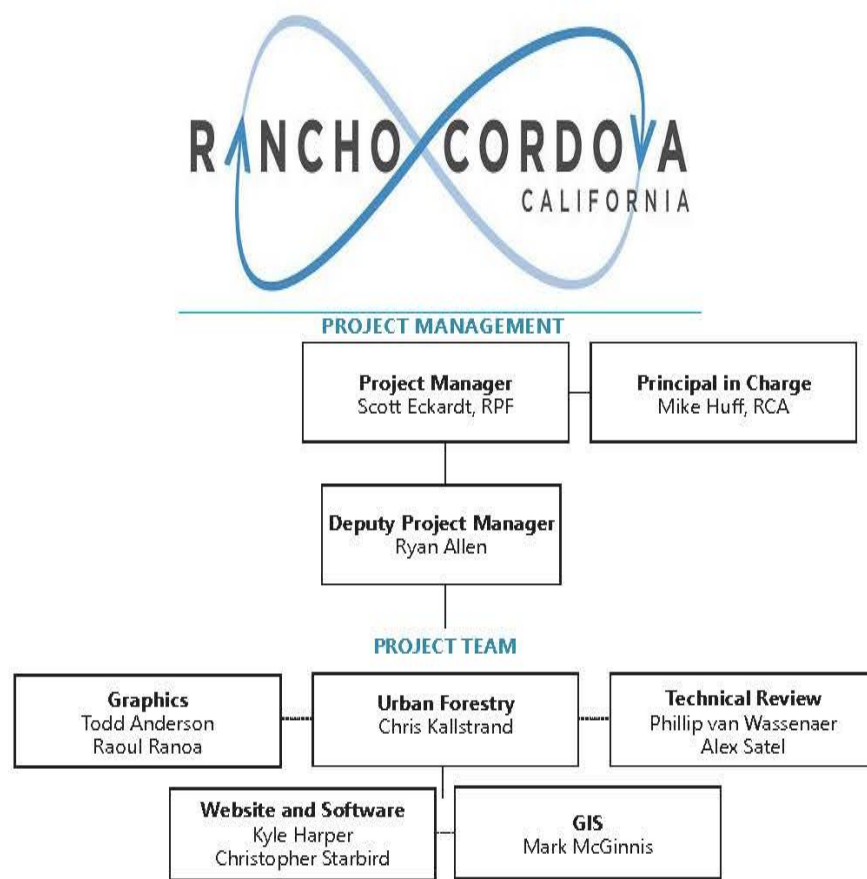
Key Staff

We have assembled a team, illustrated in **Figure 2**, with the knowledge and specific expertise to complete the scope of services outlined in the Request for Proposals. Michael Huff, a certified arborist, RCA, and director of Dudek's urban forestry team, will serve as principal in charge and will attend the project kickoff meeting. Senior Arborist Scott Eckardt, RPF will be the project manager and serve as the primary point of contact for the City, and oversee assessments and local field work from Dudek's Auburn office. Mr. Eckardt is a project manager and licensed forester with more than 20 years' experience in the assessment and inventory of woodlands and forests in urban and rural settings. He has served as Dudek's project manager for providing on-call arborist services to the City of Sacramento and has assisted municipalities with UFMPs, street tree inventories, technical tree assessments, and wildfire protection planning.

Supporting the project as deputy project manager is Ryan Allen, who will perform many critical project tasks and assignments of the project, typically communicating directly with City staff. Mr. Allen is an urban forester with 11 years' experience providing strategic environmental planning to organizational programs, and a primary author of the City of Los Angeles' UFMP Preliminary Planning and Roadmap. Dudek's management team will be supported by local and statewide arboricultural technical staff as well as GIS and mapping staff.

Brief summaries of the qualifications and experience of our proposed team members, including relevant education, certifications, and licenses, are provided following the organization chart. Resumes of key staff members are included in **Appendix A**.

Figure 2. Team Organization



Principal in Charge/Principal Urban Forester

Michael Huff, RCA

Michael Huff is a Dudek principal with 27 years' professional experience as a consulting arborist and natural resources planner. Mr. Huff has managed large-scale municipal urban forest inventories, prepared urban and community forest management plans and impact analysis studies, conducted tree hazard evaluations and technical arboricultural assessments, prepared large- and small-scale fire protection plans, and developed comprehensive oak woodland and urban forest restoration plans. His specialties include project management, CEQA technical report preparation, oak woodland management plan preparation, urban and community forest management plans, and street tree assessments. His relevant project experience includes the following:

- UFMP, National City, California
- UFMP, City of Irvine Public Works, Irvine, California
- UFMP, United States Air Force, Luke Air Force Base, Glendale, Arizona
- Street Tree Inventory, Beaches and Parks Department, City of San Clemente, California
- Tree Inventory, Impact Analysis, Mitigation Plan Arborist Report, Acacia Creek, Covina, California

Education

Northern Arizona University
BS, Forest Management

Certifications

Certified Wildland Fire Ecologist
ISA Certified Arborist, No. WE-4276A
RCA-640

Project Manager

Scott Eckardt, RPF

Scott Eckardt is a project manager and licensed forester with 19 years' professional experience in the natural resource management field, specializing in forest resource and fire management issues in open-space and wildland-urban interface areas throughout California. Mr. Eckardt's project experience includes assessment and inventory of woodlands and forests; monitoring of woodland and forest resources on development sites; assessment of fire and fuel hazard conditions; wildland-urban interface inspections for local fire departments; preparation of fire protection plans and community wildfire protection plans; GPS mapping; environmental monitoring; and preparation of assessment reports, oak woodland management, preservation plans, and CEQA technical documents. In addition, he routinely utilizes GIS data and aerial imagery in mapping, analyzing resource data, preparing project plans, conducting project impact analyses, evaluating mitigation opportunities, and modeling fire behavior and wildfire hazard conditions. His relevant project experience includes the following:

- On-Call Arborist Services, Sacramento, California
- Community Forest Management Plan, City of San Jose, California
- Downtown Street Tree Management Plan, City of Redding, California
- GreenPrint Neighborhoods Program, Sacramento Tree Foundation, Sacramento, California
- General Plan Biological Resource Policy Update, County of El Dorado, California

Education

California State University,
Long Beach
MA, Geography
California Polytechnic State
University, San Luis Obispo
BS, Forestry and Natural
Resources Management

Certifications

Registered Professional Forester
(RPF), No. 2835
Certified Arborist, No. WE 5914A
Association for Fire Ecology
Certified Wildland Fire Professional

Deputy Project Manager

Ryan Allen

Ryan Allen has 11 years' experience in urban forestry, providing strategic environmental planning to organizational programs. His work deepens the positive impact on the communities he serves and increases organizational capacity. He has experience working with elected officials and staff as he builds and maintains strategic partnerships. His relevant project experience includes the following:

- UFMP Roadmap, City of Los Angeles
- UFMP, City of Downey
- UFMP, City of Beverly Hills
- Community Forest Management Plan, City of San Jose
- Former Chair of City of Los Angeles Community Forest Advisory Committee
- GreenPrint Neighborhoods Program, Sacramento Tree Foundation, Sacramento, California

Education

Pepperdine University
BA, Communications, emphasis
Creative Writing

Certifications

ISA Certified Arborist No. WE
10316A

ISA Tree Risk Assessment
Qualified (TRAQ)

Urban Forestry

Christopher Kallstrand

Christopher Kallstrand is an urban forestry specialist and project manager with 13 years' experience providing technical assistance on projects ranging from large-scale arboricultural assessments and UFMPs to oak woodland and urban forest restoration plans. These projects include assessment and inventory of oak woodlands and large-scale municipal urban forest inventories, managing and monitoring the relocation and preservation of trees on development sites, tree risk assessments (LV1, LV2, and LV3), native tree and vegetation surveys, post-burn damage assessments, landscape tree appraisals, GPS mapping, environmental and biological resources monitoring, data analysis, and arborist reports, and oak management/preservation plan preparation. In addition, Mr. Kallstrand is currently the contracted city arborist for Encinitas, California. As the city arborist, he routinely attends city council meetings and meets with residents, and he assisted with the establishment of the city's Urban Forestry Advisory Committee. His relevant project experience includes the following:

- On-Call Arboricultural Services, City of Irvine, Orange County, California; City of Encinitas, San Diego County, California; City of Laguna Beach, Orange County, California
- Streetscape, Park, and Windrow Tree Inventory and Mapping, Irvine, California
- Street Tree Inventory, Beaches and Parks Department, City of San Clemente, California
- Perpetual Street Tree Inventory, Public Works, City of Irvine, California
- Hazard Tree Removal Project, Southern California Edison, San Bernardino, San Gabriel, and Santa Rosa Mountains, California

Education

Iowa State University
BS, Forestry, Natural Resource
Conservation Emphasis

Certifications

Certified Arborist, No. WE-8208A

Tree Risk Assessment Qualification

GIS and Spatial Analysis

Mark McGinnis

Mark McGinnis is Dudek's geographic information systems (GIS) group manager and has 19 years' experience in geospatial technologies and application development in both the private and public sectors. Mr. McGinnis has been responsible for project management and coordination, application development, software integration, spatial modeling/analysis, best practices initiatives, data development, and map production. His experience includes database development and management, spatial analysis, spatial model building, and online Web and mobile applications. Mr. McGinnis has assisted in the preparation of habitat conservation plans (HCPs), biological resources technical reports, and environmental impact reports (EIRs). He has also provided needs assessments and as-needed GIS services to municipalities and agencies. His relevant experience includes the following:

- Rancho Mission Viejo Planning Area 1 Tree Survey, Orange County, California
- Fire Municipal Service Review (MSR) Study, Nevada County, California
- City of Temecula MSR for Santa Margarita Annexation, Riverside County, California

Education

*San Diego State University
MA, Geography (GIS emphasis)
University of California (UC), Santa Barbara
BA, Geography (GIS emphasis)*

Licenses and Certifications

*Certified GIS Professional (GISP),
No. 00060883
FEMA Basic Hazards – U.S. Multi-Hazard*

Website and Software

Kyle Harper

Kyle Harper is an application developer with 16 years' experience in information technology, database architecture, computer programming, and Web application development. Mr. Harper has managed an agile software development team and built websites from the ground up using HTML5/CSS/JavaScript/PHP. He places an emphasis on user experience/engagement and team collaboration as the keys to developing successful software products. In addition to his programming experience, Mr. Harper has 6 years' focused experience in the biological field, with emphases on botany, plant ecology, and wetland ecology. He has participated in projects requiring vegetation mapping, focused rare plant surveys, regulatory permitting, and habitat restoration. During this time, Mr. Harper designed and implemented several applications for the collection, quality assurance (QA), analysis, and reporting of ecological findings. Many of his projects required rigorous statistical analyses in R, Python, Systat, and PC-ORD; several applications relied on spatial data and were built to interface with the ESRI ArcGIS suite of software, including Web-based maps using ArcGIS Server and ArcSDE. His relevant experience includes the following:

- UFMP Roadmap, City of Los Angeles
- GreenPrint Neighborhoods Program, Sacramento Tree Foundation, Sacramento, California

Education

*UC, San Diego
BS, Environmental Systems
(Ecology, Behavior, and Evolution)*

Graphics and Design

Todd Anderson

Todd Anderson is a senior graphics designer with over 15 years' experience and is currently lead art director at Dudek. Mr. Anderson specializes in helping businesses and government agencies develop distinct and powerful ways to provide information to their customers and constituents, including diagrams for work-flow processes to organization charts, designing maps and icons, and conceptualizing advertising promotions that define a brand and effectively deliver its message. During this time, Mr. Anderson has had the opportunity to wear many hats, working as an art director, designer, information architect, photographer, and copywriter. His relevant experience includes the following:

- UFMP Roadmap, City of Los Angeles
- GreenPrint Neighborhoods Program, Sacramento Tree Foundation, Sacramento, California

Education

UC San Diego
BA, Urban Planning and Design

Licenses and Certifications

UC San Diego, Extension
Professional Certificate, Graphics and Digital Design, 2001

Raoul Rañoa

Raoul Rañoa is a senior graphic designer with 21 years' experience breaking down complex data and processes into simple, easy-to-understand visual presentations. Mr. Rañoa is knowledgeable in print and Web graphics production, including prepress, vector and 3-D illustration, social media and environmental asset creation, video, and motion graphics using software such as Adobe Creative Suite, Strata 3D, Pro Tools, Cinema 4D, QGIS, Google Earth. He also has management and university-level teaching experience, as well as experience in technical editing, writing, reporting, and cartography. His relevant experience includes the following:

- UFMP Roadmap, City of Los Angeles
- GreenPrint Neighborhoods Program, Sacramento Tree Foundation, Sacramento, California

Education

Cal Poly, Pomona
BA, Communications
(Journalism Focus)

UFMP Content and Technical Reviewers – (Urban Forest Innovations)

Philip van Wassenauer, UFI

Mr. van Wassenauer has 20 years' experience as an arborist and urban forestry consultant. Mr. van Wassenauer has a strong background in municipal forestry operations; urban forest research and initiatives in Canada, the U.S. and Europe; and strategic urban forest management and other professional aspects of arboriculture. As a principal and senior consultant at UFI, Mr. van Wassenauer has directed 10 UFMPs and led the development of pest management strategies, tree protection and planting specifications for urban areas, tree risk assessments, tree inventory management plans, and tree inventories. His relevant experience includes the following:

- UFMP, Ottawa, Canada
- UFMP Roadmap, City of Los Angeles, California

Education

University of Toronto
MFC, Forest Conservation (Urban Forestry focus)
BA, Environmental Sciences

Certifications

ISA Certified Arborist #ON-0361-A
RCA - #678
Tree Risk Assessment Qualification

Alexander Satel – UFI

Alexander Satel is an ISA-certified Arborist and has been involved in a wide range of applied urban forestry activities, including inventories, risk assessment, and pest management, as well as the development of UFMPs for nine municipalities. Mr. Satel has coordinated and facilitated numerous stakeholder consultations; conducted extensive research into urban forest legislation, policies; and best management practices; and drafted UFMPs, policies, and standards. His relevant experience includes the following:

- UFMP, Ottawa, Canada
- UFMP Roadmap, City of Los Angeles, California

Education

University of Toronto
MFC, Forest Conservation (Urban Forestry focus)
BA, Geography

Certifications

Certified Arborist

References

Dudek has developed UFMPs and provided a variety of other urban forestry services and work products that have included mapping, GIS, and graphics. **Table 2** presents client references that can attest to the high quality and standards of our urban forestry services and plans.

Table 2. Client References

Client	Project(s)	Contact Information
Sacramento Tree Foundation	GreenPrint Neighborhoods Program	Ray Tretheway, Executive Director 191 Lathrop Way, D Sacramento, California 95815 916.924.8733 ext. 101 ray@sactree.com
City Plants	UFMP Preliminary Planning and Roadmap	Rachel O’Leary, Program and Policy Manager 200 N. Spring Street, M-152 Los Angeles, California 90012 626.360.5989 rachel.oleary@lacity.org
City of Irvine	UFMP Eucalyptus Windrow Management Plan	Casey Gnad, Landscape Supervisor 1 Civic Center Plaza Irvine, California 92606-5207 949.724.6189 cgnadt@cityofirvine.org

Cost Proposal

Two separate cost summaries are provided to the City per the RFP. **Table 3** presents the project cost broken down by the tasks as outlined in the Scope of Services. **Table 4** presents a summary of the total hours assigned for each Dudek staff member, as well as the role and hourly rate for each.

Table 3. Cost Proposal

Employee	Michael S Huff	Scott W Eckardt	Ryan S Allen	Christopher J Kallstrand	Christopher J Starbird	Mark McGinnis	Todd W Anderson	Raoul B Ranoa	Employee Billing Category Rate	Kyle P Harper	Labor Hours	Labor at Billing Rates	Sub-Consultant Cost	Sub-Consultant Billing	Reimbursables Cost	Reimbursables Billing	Total
Billing Category	Project Director/Environmental	Senior Specialist II	Analyst V	Specialist V	GIS Specialist IV	Senior Specialist III	Senior Designer	Senior Designer	Publications Specialist III	GIS Programmer I							
% Used on job	2%	9%	38%	4%	5%	7%	7%	8%	4%	14%							
Phase	245.00	200.00	120.00	180.00	160.00	220.00	165.00	165.00	105.00	185.00							
Task 1. Monthly Meetings		20	24								44	6,880	5,000	5,000		-	11,880.00
Task 2. i-Tree Analysis																	
a. i-Tree Streets analysis			6								6	720	2,000	2,000		-	2,720.00
b. i-Tree Eco analysis			6								6	720		-		-	720.00
Task 3. GIS Canopy Analysis																	
a. overall tree composition			2			20					22	4,640	2,000	2,000	3,000	3,000	9,640.00
b. planting prioritization			4			12					16	3,120		-		-	3,120.00
c. historical canopy cover			2			12					14	2,880		-		-	2,880.00
d. climate change factors			4			12					16	3,120		-		-	3,120.00
Task 4. Maintenance Practices-																	
a. identify bmp's		4	4								8	1,280	2,000	2,000		-	3,280.00
b. establish pruning cycles			4	4							8	1,200		-		-	1,200.00
c. pest management			4	4							8	1,200		-		-	1,200.00
d. mitigation plantings			4	4							8	1,200		-		-	1,200.00
e. community involvement		4	4								8	1,280		-		-	1,280.00
d. policies and procedures		4	8								12	1,760		-		-	1,760.00

Table 3. Cost Proposal

Employee	Michael S Huff	Scott W Eckardt	Ryan S Allen	Christopher J Kallstrand	Christopher J Starbird	Mark McGinnis	Todd W Anderson	Raoul B Ranoa	Employee Billing Category Rate	Kyle P Harper	Labor Hours	Labor at Billing Rates	Sub-Consultant Cost	Sub-Consultant Billing	Reimburseables Cost	Reimburseables Billing	Total
Billing Category	Project Director/Environmental	Senior Specialist II	Analyst V	Specialist V	GIS Specialist IV	Senior Specialist III	Senior Designer	Senior Designer	Publications Specialist III	GIS Programmer I							
% Used on job	2%	9%	38%	4%	5%	7%	7%	8%	4%	14%							
Phase	245.00	200.00	120.00	180.00	160.00	220.00	165.00	165.00	105.00	185.00							
Task 5. Preservation Ordinance																	
a. review ordinance			6	2							8	1,080	2,000	2,000		-	3,080.00
b. consistency with City doc's			2								2	240		-		-	240.00
c. recommendations			2	4							6	960		-		-	960.00
Task 6. Community Engagement																	
a. 4 stakeholder meetings		4	32					4	4		44	5,720				-	5,720.00
b. online survey			4						4		8	900				-	900.00
c. project website			4		40		4	4	4		56	8,620				-	8,620.00
d. webinar			6				4	4			14	2,040				-	2,040.00
Task 7. Tree Management Software										110	110	20,350		-		-	20,350.00
Task 8. City Council Presentations		8	8								16	2,560		-		-	2,560.00
Task 9. Draft and Final Report																	
a. Outline of content		2	4								6	880	1,000	1,000		-	1,880.00
b. 80% draft	8	16	72	8			32	32	8		176	26,640	11,200	11,200		-	37,840.00
c. 100% final	4	8	24	8			8	8	12		72	10,800	4,800	4,800		-	15,600.00
Total Hours	12	72	240	34	40	56	48	52	32	110	694	110,790		-		-	110,790.00
Total Billing	2,940	14,000	28,800	6,120	6,400	12,320	7,920	8,580	3,360	20,350		110,790	30,000	30,000	3,000	3,000	143,790.00

Table 4. Staff Hours Summary

Staff Member	Title	Hourly Rate	Total Hours
Michael Huff, RCA	Principal Urban Forester	\$245	12
Scott Eckardt	Project Manager	\$200	72
Ryan Allen	Deputy Project Manager	\$120	240
Christopher Kallstrand	Urban Forester	\$180	34
Mark McGinnis	Senior GIS Specialist	\$220	56
Kyle Harper	Website and Software Specialist	\$185	110
Christopher Starbird	Website and Software Specialist	\$160	40
Todd Anderson	Senior Designer	\$165	48
Raoul Ranoa	Senior Designer	\$165	52

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Required Statements

Dudek has reviewed the Request for Proposals and the Sample Contract (Attachment C), and can provide the following statements, as required:

- Dudek understands that no designated members of the proposed team can be substituted without prior approval by the City;
- Dudek has no real or perceived conflict of interest by way of serving other clients whose activities within the corporate limits of City or whose business, regardless of location, would place Dudek in a “conflict of interest,” as defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*;
- This proposal is being submitted by Dudek, a California corporation, and all statements contained in the proposal are true and correct;
- Dudek’s current insurance policy meets the requirements outlined in the Sample Contract, and can provide the City with a Certificate of Insurance, if selected; and
- Dudek does not and shall not discriminate on the basis of race, color, religion (creed), gender, gender expression, age, national origin (ancestry), disability, marital status, sexual orientation, or military status, in any of its activities or operations. These activities include, but are not limited to, hiring and firing of staff and provision of services. We are committed to providing an inclusive and welcoming environment for all members of our staff, clients, , subcontractors, vendors, and clients

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Appendix A

Resumes

Michael Huff, RCA

Principal in Charge

Michael Huff is a senior project manager within Dudek's Urban Forestry/Fire Protection Planning team with 26 years' experience as a forester and fire protection planner. Mr. Huff specializes in management of community-wide and project-specific fire protection plans (FPPs), wildland-urban interface (WUI) fire management plans, wildfire hazard reduction projects, California Environmental Quality Act (CEQA) supporting technical documents, Oak Woodland impact and mitigation plans, urban and community forest management plans, forest and tree inventories, impact analysis studies, and tree hazard evaluations. Mr. Huff possesses considerable project issue resolution experience and focuses on working within the regulations to provide creative, cost-saving solutions to his clients. He also serves as a speaker/trainer at the annual Fire Prevention Officer's Institute.



Michael Huff

Project Experience

Urban Forest Management Plan, Downey, California. Development of the City's 30-year planning document to expand canopy cover, implement efficient management practices, and increase public awareness of the urban forest. This process has included a thorough analysis of the current tree inventory, canopy cover analysis, calculating ecological benefits of the urban forest using the i-Tree Eco suite, and determining the current value of the City's trees. We have reviewed current policies and ordinances against urban forest sustainability standards and will update these documents and create new policies as appropriate. Assessed the governance structure, interdepartmental protocols, and management practices of the City through departmental interviews with all staff who effect trees. Completion of the UFMP is expected in October 2019.

UFMP Preliminary Planning and Roadmap, Los Angeles, California.

Prepared a comprehensive report on the current conditions of the Los Angeles urban forest and its management as the beginning phase of the City's preparation to begin an urban forest management plan. Developing the report was a 10-month long process that included monthly working group meetings with over 40 urban forest stakeholders, extensive departmental interviews, conducting a public survey with 2,600 responses, and comparing Los Angeles urban forest activities with three other municipal urban forest programs. The report analyzes current funding levels, City planning documents, ordinances, policies, governance structure, and management practices against urban forest sustainability standards. The result of the analysis delivered key findings on the status of the urban forest, and made recommendations on the steps the City needs to take to move toward the completion of an urban forest management plan and implementing sustainable practices.

Education

*Northern Arizona University
BS, Forest Management*

Certifications

*Registered Consulting Arborist (RCA)
Certified Arborist, No. WE-4276A
San Diego County Department of
Planning and Land Use (DPLU)-
Approved Fire Protection Planner
Laguna Beach Fire Department-
Approved Fire Protection Planner
Certified Wildland Fire Ecologist*

Professional Affiliations

*American Society of Consulting
Arborists
National Fire Protection Association
– International
California Fire Chief's Association –
Fire Prevention Officers*

Urban Forest Management Plan, City of Pasadena Public Works, California. Analyzed City of Pasadena tree populations following collection of tree attribute information for 63,000+ City-owned trees. Analysis included species diversity and distribution, trim cycle breakdown, recommended species for future planting, park tree species, changes from initial plantings, and planting opportunity identification throughout the City. All analysis and recommendations were summarized into a comprehensive urban forestry management plan, which will allow City staff to more effectively manage and budget for the City's urban forest.

Community Forest Management Plan, City of Carlsbad Public Works, Carlsbad, California. Prepared a city-wide community forest management plan for the City of Carlsbad (City). The City has inventoried some 13,000 street and median trees as part of a city-wide GIS survey system. To ensure that the tree resources are managed appropriately, a comprehensive community forest management plan was developed that includes an evaluation of the existing tree inventory, implementation of a long-term maintenance program, and a recommended tree replacement program. In addition, the plan addresses the declining Hosp Grove, a large open space area forested with dying eucalyptus. The plan includes removal of nearly 9,000 dead and dying trees and replanting with native and drought-tolerant species.

Urban Forest Management Plan, National City, California. Prepared a city-wide urban forest management plan for National City. The project included tree inventory of some 10,000 street and median trees, analysis of tree-provided benefits, assessment of the City's urban forest, its tree policies and its management approach, and preparation of the comprehensive plan. To ensure that the tree resources are managed appropriately, a comprehensive community forest management plan was developed that includes an evaluation of the existing tree inventory, implementation of a long-term maintenance program, and a recommended tree replacement program. In addition, the plan addresses

Urban Forest Management Plan, City of Irvine Public Works, Irvine, California. Conducted analysis of the City of Irvine (City) tree populations following collection of tree attribute information for over 50,000 City-owned trees. Analysis included species diversity and distribution, trim cycle breakdown, recommended species for future planting, park tree species, changes from initial plantings, and planting opportunity identification throughout the City.

Tree Assessments and Arborist's Report for Median Curb Replacement, Barranca Parkway, City of Irvine, California. Curb replacement on both sides of a Barranca Parkway median required root disturbances for median trees, root removal, and backfill soil placement at back of curb. Evaluated the potential tree impacts, provided specifications to minimize impact, and monitored selected trees considered at highest risk. All trees were retained in place and provided special measures to reduce potential impacts.

Street Tree Impact Assessment for Sidewalk Placement Project, MacArthur Boulevard, City of Irvine, California. Managed this project identifying impact levels associated with sidewalk construction along the parkway of MacArthur Boulevard. Nearly 300 trees were located within or directly adjacent the proposed sidewalk. Evaluations resulted in the removal of a small percentage of the trees and the preservation and special practices provided to most of the trees. Dudek is well-equipped to assess impacts and disposition of trees adjacent construction projects.

On-Call Arboricultural Services, City of San Clemente, California. Responds to numerous requests for tree evaluations and assessments throughout the City of San Clemente. Tree evaluations often include assessment of potential sidewalk removal/installation impacts and assessment of trees exhibiting declining health. Provides objective analysis and reports regarding the trees from a sound arboricultural perspective.

On-Call Arboricultural Services, City of Irvine, California. Responds to numerous requests for tree evaluations and assessments throughout the City of Irvine. Tree evaluations often include assessment of potential sidewalk removal/installation impacts and assessment of trees exhibiting declining health. Provides objective analysis and reports regarding the trees from a sound arboricultural perspective.

Streetscape, Park, and Windrow Tree Inventory and Mapping, Public Works, City of Irvine, California. Leads this perpetual tree inventory effort to capture locations and tree attribute information for over 50,000 trees within the City of Irvine. Skilled arborists conduct tree inventory and assessment while using GPS and a customized data interface to capture tree positions.

Street Tree Inventory, Beaches and Parks Department, City of San Clemente, California. Leading the team responsible for implementing tree inventory and establishment of TreePro management software for the City of San Clemente (City). The team is inventorying all of the street trees within the City using GPS technology. While in the field they are mapping each tree, as well as assessing each one for health, condition, and maintenance needs. The software, which includes a mapping component tied to a database, will allow City staff to more effectively manage and budget for the City's urban forest.

Integrated Pest Management Plan, San Clemente Pier, City of San Clemente, California. Managed preparation of an integrated pest management plan for bird over-population on the San Clemente Pier. The pigeons and sea bird populations on the pier had become too high and the resulting public nuisance and rise in maintenance costs created the nexus for this project. Dudek provided an analysis of the situation and identified several non-poisonous methods for reducing the population within existing laws and using humane approaches.

Scott Eckardt, RPF

Project Manager

Scott Eckardt is a project manager and licensed forester with 19 years' professional experience in the natural resource management field, specializing in forest resource and fire management issues in open-space and wildland-urban interface (WUI) areas throughout California. Mr. Eckardt's project experience includes assessment and inventory of woodlands and forests; monitoring of woodland and forest resources on development sites; assessment of fire and fuel hazard conditions; WUI inspections for local fire departments; preparation of fire protection plans (FPPs) and community wildfire protection plans (CWPPs); GPS mapping; environmental monitoring; and preparation of assessment reports, oak woodland management, preservation plans, and California Environmental Quality Act (CEQA) technical documents. In addition, he routinely utilizes geographic information system (GIS) data and aerial imagery in mapping, analysis of resource data, preparation of project plans, conducting project impact analyses, evaluating mitigation opportunities, and modeling fire behavior and wildfire hazard conditions. Mr. Eckardt previously worked for the California Department of Forestry and Fire Protection (CAL FIRE) in South Lake Tahoe, where he conducted fuel reduction, vegetation thinning, and forest rehabilitation projects.



Scott Eckardt, RPF

Education

*California State University, Long Beach
MA, Geography*

*California Polytechnic State
University, San Luis Obispo
BS, Forestry and Natural Resources
Management*

Certifications

*Registered Professional Forester
(RPF), No. 2835*

Certified Arborist, No. WE-5914A

*Association for Fire Ecology Certified
Wildland Fire Professional*

Professional Affiliations

*Cal Poly Forestry and Natural
Resources Management Department
Advisory Council*

Society of American Foresters

*International Society of Arboriculture
(ISA)*

Project Experience

Urban Forest Management Plan, Public Works Department, City of Irvine, California. As technical specialist, conducted and managed field personnel during the initial urban forest inventory (over 50,000 trees) throughout City of Irvine streets, urban areas, and parks. Follow-up inventories were also conducted in subsequent years to update the city's database and maintain data accuracy. Inventory data were critical in analyzing city tree populations and tree attribute information. This information supported the Urban Forest Management Plan, which addressed tree species diversity and distribution, trim cycles, species recommendations for future planting, park tree species, changes from initial plantings, and planting opportunity identification throughout the city.

Urban Forest Inventory, City of San Clemente Parks and Recreation Department, San Clemente, California. As a technical specialist, conducted and managed field personnel during a phased 5-year urban forest inventory of over 12,000 trees throughout City of San Clemente streets, urban areas, and parks. Worked closely with city public works staff and city contractors throughout the 5-year project to facilitate tree mapping procedures and integrate collected data into the city's database. Inventory data were critical in analyzing city tree species diversity and distribution, evaluating trim cycles, making species recommendations for future planting, and identifying tree planting opportunities throughout the city.

Urban Forest Management Plan, City of Pasadena Public Works, California. Analyzed City of Pasadena tree populations following collection of tree attribute information for 63,000+ City-owned trees. Analysis included species diversity and distribution, trim cycle breakdown, recommended species for future planting, park tree species, changes from initial plantings, and planting opportunity identification throughout the City. All analysis and recommendations were summarized into a comprehensive urban forestry management plan, which will allow City staff to more effectively manage and budget for the City's urban forest.

Arboricultural Consulting and Landscape Review Services, City of Elk Grove, California. Currently serving as project manager, providing the City of Elk Grove with on-call arboricultural and landscape architecture review services. Project tasks included third-party review of proposed landscape plans and tree removal/mitigation plans and development of recommendations for plan revisions to adhere to the City's landscape, water conservation, and native tree protection ordinances. The project is ongoing through 2012.

General Plan Biological Resource Policy Update, County of El Dorado, California. Currently serving as the lead forester on Dudek's team that was selected to update the County's Oak Woodland Management Plan (OWMP) and portions of the Biological Resource Policy language for the County of El Dorado's General Plan, which includes policies that outline native oak woodland and oak tree impact and mitigation requirements. The project involves coordination with County staff and the Board of Supervisors on policy development and will incorporate public and stakeholder comments. Dudek will draft policy language and provide technical biological, arboricultural, and forestry expertise to the oak tree and oak woodland policy components. Following policy language and OWMP updates, Dudek will prepare an Environmental Impact Report (EIR).

South Sacramento Habitat Conservation Plan (SSHCP), County of Sacramento, California. Mr. Eckardt analyzed fire history data and provided a discussion of the role of fire on vegetation structure and composition to support preparation of the Changed and Unforeseen Circumstances Section of the SSCHP. Fire history data, specifically fire size, return interval, and location within the Plan Area, was evaluated to determine the effect that climate change may have on the frequency and size of fires that may occur in the Plan Area over the duration of the permit term. This analysis was also used to identify a threshold between what would be considered a changed circumstance and what would be considered an unforeseen circumstance and to determine management actions to be taken in the Plan Area should a wildfire occur.

WUI Code Implementation Plan, City of Chula Vista, California. Served as technical specialist, conducted field hazard and risk evaluations, and prepared fire behavior models and GIS mapping in support of analysis of the City of Chula Vista's adopted WUI code. As a component of this project, generated a GIS overlay analysis to locate potential high fire hazard areas within the city. ArcGIS Spatial Analyst tools were used in analyzing GIS inputs, including slope, aspect, elevation, vegetation type, vegetation age, and fire history. In addition, sensitive species data, open-space boundaries, and defensible space limits were incorporated into GIS analysis to prioritize sites for potential fuel reduction efforts adjacent to existing development.

Technical Consulting and Plan Check Services, Orange County Fire Authority (OCFA), Orange County, California. Served project manager and third-party technical consultant for the OCFA. Project tasks included third-party review of proposed fuel modification plans and formulation of recommendations for plan revisions to provide improved fire protection capabilities. Additionally, one task involved preparation of a technical memorandum addressing the issues and constraints associated with passive and active fire protection systems for homes in WUI areas of Orange County.

Ryan Allen

Deputy Project Manager

Ryan Allen is an urban forester with 10 years' experience providing strategic environmental planning to organizational programs. Mr. Allen's work deepens the positive impact on the communities he serves and increases organizational capacity. He has experience working with elected officials and staff as he builds and maintains strategic partnerships.

Education

*Pepperdine University
BA, Communications, (Creative
Writing emphasis)*

Certifications

*Certified Arborist, No. WE 10316A
Tree Risk Assessment Qualified*

Relevant Previous Experience

Urban Forest Management Plan, Downey, California. Currently leading the development of the City's 30-year planning document to expand canopy cover, implement efficient management practices, and increase public awareness of the urban forest. This process has included a thorough analysis of the current tree inventory, canopy cover analysis, calculating ecological benefits of the urban forest using the i-Tree Eco suite, and determining the current value of the City's trees. We have reviewed current policies and ordinances against urban forest sustainability standards and will update these documents and create new policies as appropriate. Assessed the governance structure, interdepartmental protocols, and management practices of the City through departmental interviews with all staff who effect trees. Completion of the UFMP is expected in October 2019.

UFMP Preliminary Planning and Roadmap, Los Angeles, California. Prepared a comprehensive report on the current conditions of the Los Angeles urban forest and its management as the beginning phase of the City's preparation to begin an urban forest management plan. Developing the report was a 10-month long process that included monthly working group meetings with over 40 urban forest stakeholders, extensive departmental interviews, conducting a public survey with 2,600 responses, and comparing Los Angeles urban forest activities with three other municipal urban forest programs. The report analyzes current funding levels, City planning documents, ordinances, policies, governance structure, and management practices against urban forest sustainability standards. The result of the analysis delivered key findings on the status of the urban forest, and made recommendations on the steps the City needs to take to move toward the completion of an urban forest management plan and implementing sustainable practices.

Los Angeles Beautification Team, Los Angeles, California. Served as director of environmental programs. Oversaw daily operations of community-based environmental projects by generating budgets, maintaining external relationships, and meeting contract deliverables. Served as lead arborist, ensuring arboricultural best management practices were followed by staff on all projects and provided consultation on urban forestry projects with external stakeholders. This included site assessment and species selection for multiple tree planting and maintenance projects with the City of Los Angeles Urban Forest Division, Los Angeles Department of Recreation and Parks, and Los Angeles Unified School District. Built local government relationships and partnerships with the City of Los Angeles, including the Office of Mayor Eric Garcetti, Los Angeles City Council Districts 2, 6, 7, 13, and City Plants. Frequently developed plans with City Council staff on bringing urban forestry programs into the local community. Implemented and wrote state-funded grant projects from \$200,000–\$700,000 through the Cap and Trade funded Cal Fire Urban and Community Forestry and the Environmental Enhancement Mitigation Program.

Koreatown Youth and Community Center, Los Angeles, California. Served as Environmental Services Unit (Unit) manager. Developed and implemented strategic vision for the Unit, which led to an increase in annual revenue from \$1.1 million to \$2.1 million, adding eight full time staff positions, and the creation of two new programs. Initiated a community-based approach to the Unit's urban forestry program, fostering partnerships within multiethnic low income neighborhoods with multiple community-based organizations, non-profit organizations, and residents. This approach led to densely planted streets in communities needing to regenerate a depleted tree canopy. Annually the urban forestry program would plant more than 1,000 trees and provide regular maintenance after planting. Managed relationships with corporate sponsors ensuring annual funding including the Los Angeles Lakers, Dunn Edwards, Bank of Hope, and Jamison Properties. Initiated and co-led six-month team building process for the management team, improving on group dynamics and leading to a focused approach on improving internal structures and procedures. In addition, generated \$1.2 million in grant funding and increased maintenance contracts annual revenue from \$33,000 to \$200,000, providing multiyear revenue sources that established sustained finances for the unit.

City of Los Angeles Community Forest Advisory Committee, Los Angeles, California. Served as chair. Elected Chair to be the lead representative for committee and community members to work with City officials and staff by advising on urban forestry issues, addressing concerns of the community, and developing improvements to City of Los Angeles urban forest policy. Facilitated monthly meetings with committee members, City staff, and community members, as well as prepared and served as liaison on all official communications of the committee with the Board of Public Works Commissioners, elected officials, and City staff.

TreePeople, Los Angeles, California. Served as senior manager of tree care. Directed the growth of the tree care department to become a significant portion of the organization's community engagement efforts by annually holding more than 100 volunteer events and engaging 2,000+ volunteers throughout Los Angeles. Created the Citizen Arborist program, a seven-week-long, intensive training program for community members to become expert tree leaders. Helped develop the 80-page training manual and class presentations with respected arborists and educators to ensure teaching current industry best management practices. Managed multiple corporate volunteer events with organizations including Boeing, Bank of America, and Disney, strengthening corporate partnerships and leading to continuing or new funding.

The Junipers Tree Inventory and Evaluation, San Diego County, California. Conducted the assessment and GPS mapping of trees for proposed large scale construction project. Trees were assessed according to size, health, and for possible relocation. Trimble GPS units were used for mapping.

Victoria Gardens Tree Inventory and Evaluation, Carson, California. Conducted the assessment and GPS mapping of trees for proposed large scale construction project. Trees were assessed according to size, health, and for possible relocation. Trimble GPS units were used for mapping and each individual trees were tagged for identification.

Hancock Park Homeowners Association, Los Angeles, California. Completed an inventory of 2,600 public right-of-way street trees that included a level 1 assessment of the health and risk factors, tree species, available locations for new tree planting, and recommendations for pruning and removal. This inventory was completed to prepare the Hancock Park Homeowners Association to begin planning how they would manage the declining canopy within their community.

Christopher Kallstrand

Urban Forester

Christopher Kallstrand is an urban forestry specialist for Dudek's urban and community forestry group. Mr. Kallstrand has 13 years' experience providing technical assistance on projects ranging from arboricultural assessments and large-scale oak management plans to biological resources monitoring. These projects include assessment and inventory of oak woodlands, managing and monitoring the relocation and preservation of trees on development sites, surveys of native trees and vegetation, post-burn damage assessments, landscape tree appraisal, GPS mapping, environmental and biological resources monitoring, data analysis, and preparation of assessment reports and oak management and preservation plans. In addition, Mr. Kallstrand routinely uses geographic information systems (GIS) and aerial photography in mapping, analysis of resource data, preparation of project plans, and conducting project impact analyses. He also holds a BS in forestry and natural resource conservation.



Christopher Kallstrand

Education

*Iowa State University
BS, Forestry: Natural Resource
Conservation*

Certifications

Certified Arborist, No. WE-8208A

Project Experience

Urban Forest Management Plan, Downey, California. Project manager for the development of the City's 30-year planning document to expand canopy cover, implement efficient management practices, and increase public awareness of the urban forest. This process has included a thorough analysis of the current tree inventory, canopy cover analysis, calculating ecological benefits of the urban forest using the i-Tree Eco suite, and determining the current value of the City's trees. We have reviewed current policies and ordinances against urban forest sustainability standards and will update these documents and create new policies as appropriate. Assessed the governance structure, interdepartmental protocols, and management practices of the City through departmental interviews with all staff who effect trees. Completion of the UFMP is expected in October 2019.

Urban Forest Management Plan, City of Irvine Public Works, Irvine, California. Conducted analysis of the City of Irvine (City) tree populations following collection of tree attribute information for over 50,000 City-owned trees. Analysis included species diversity and distribution, trim cycle breakdown, recommended species for future planting, park tree species, changes from initial plantings, and planting opportunity identification throughout the City.

Oak Tree Inventory and Evaluations, Various Clients, Southern California. Performed large- and small-scale evaluation of oak trees in communities throughout Orange, San Diego, and Riverside counties. The oak trees have typically been incorporated into development landscaping and, due to horticultural issues, were not performing well. Provided maintenance specifications and tree-by-tree recommendations for improving tree health.

Tree Protection and Monitoring at Cell Tower Site, City of Mission Viejo, Orange County, California. Provided construction phase monitoring, directing buried utilities placement at an existing water tank site. The site was identified for placement of cell towers, and existing mature trees were identified as a project constraint. Dudek recommended horizontal boring to span the several-hundred-yard treed area and limited trenching for daylight areas.

Vista Montana Pines Assessment, City of San Clemente, California. Evaluated approximately 60 pine trees located along Avenida Vista Montana for signs and symptoms of decline. The tree assessment focused on collecting information that could be used to identify potential issues that may be affecting the trees' current conditions, and help formulate recommendations for their preservation, long-term management, and/or removal.

Vista Hermosa Sports Park Palms Assessment, City of San Clemente, California. Forester for evaluation of approximately 225 palm trees, located throughout Vista Hermosa Sports parks. All of the palms were provided a cursory assessment while 10 individual trees were provided a more focused analysis. Developed a summary letter report of our observations and recommendations.

Coral Tree Study, City of San Clemente, California. Evaluated 34 coral trees located throughout the city. A total of 29 corals were provided a cursory assessment while five others were provided a more focused and thorough analysis. The focused evaluations consisted of a visual inspection of the trees, observations of the external conditions and overall health, pest presence, and trunk, branch and foliage conditions. As necessary, performed limited soil, branch and trunk probing to detect the presence and the extent of any internal decay. Developed a summary letter report of our general observations and recommendations. Included within the report was a general discussion of coral trees in urban settings.

Verde Park Tree Evaluations, City of San Clemente, California. Performed a level 2 tree risk assessment of 16 trees located within Capistrano Unified School District's portion of the park. The tree assessment focused on collecting information that could be used to determine the trees' current condition and overall tree risk rating to help formulate recommendations for short- and long-term tree management.

Wildland–Urban Interface (WUI) Fuel Hazard Assessment, City of Newport Beach, Orange County, California. Assists with assessing, mapping, and documenting fire and fuel hazard conditions within the WUI protection area of the Newport Beach Fire Department. This is an ongoing annual project that involves an evaluation of existing vegetation conditions (species, density, continuity) and utilization of GIS in data analysis efforts. Field mapping efforts are enhanced by utilization of digital aerial photography and GPS technology to capture site-specific electronic resource information. In addition, site conditions are evaluated based on currently adopted fire codes, and recommendations are made for any corrective actions required. Data is also prepared for integration into the city's GIS by linking field condition descriptions with geographic reference information, allowing access to relevant site information.

Streetscape, Park, and Windrow Tree Inventory and Mapping, City of Irvine Public Works, Orange County, California. Field forester for this perpetual tree inventory effort to capture locations and tree attribute information for 50,000+ trees within the City of Irvine. Conducts tree inventory and assessment while using GPS and a customized data interface to capture tree positions.

Eucalyptus Windrow Internal Decay Evaluations, City of Irvine Public Works, Orange County, California. Currently evaluates the internal tree decay in the City of Irvine's historic eucalyptus windrow trees. The evaluations includes the monitoring and evaluation of the city's 2,000+ eucalyptus trees and provides external observations with likelihood of extensive internal decay.

Mark McGinnis, GISP

GIS Manager

Mark McGinnis is Dudek's geographic information systems (GIS) group manager and has 19 years' experience in geospatial technologies and application development in both the private and public sectors. Mr. McGinnis has been responsible for project management and coordination, application development, software integration, spatial modeling/analysis, best practices initiatives, data development, and map production. His experience includes database development and management, spatial analysis, spatial model building, and online Web and mobile applications.

Mr. McGinnis has assisted in the preparation of habitat conservation plans (HCPs), biological resources technical reports, and environmental impact reports (EIRs). He has also provided needs assessments and as-needed GIS services to municipalities and agencies. In addition, Mr. McGinnis has provided GIS support for numerous biological resources reports, wetlands permitting and jurisdictional delineation.

Project Experience

Rancho Mission Viejo Planning Area 1 Tree Survey, Rancho Mission Viejo Company, Orange County, California. Served as principal GIS analyst for GPS tree survey within Rancho Mission Viejo's planning area 1. Utilized sub-meter GPS unit with custom data forms to accurately map and efficiently collect associated data on hundreds of trees. Employed laser rangefinder hardware to map tree data in areas difficult to access.

Fire Municipal Service Review (MSR) Study, Nevada County Local Agency Formation Commission (LAFCO), Nevada County, California. Served as principal GIS analyst for an MSR of fire service providers in the western region of Nevada County in accordance with Assembly Bill (AB) 2838 (Cortese-Knox-Hertzberg Local Government Reorganization Act of 2000).

Tasks included working with LAFCO staff and fire service agencies, analyzing the population development model in relation to current fire services, assessing the ability of Nevada County to provide fire service through the year 2027, and producing graphics for the MSR study.

City of Temecula MSR for Santa Margarita Annexation, Riverside County LAFCO, Riverside County, California. Served as primary GIS analyst responsible for collection, analysis, and presentation of GIS data in support of the project. The effort included collecting, summarizing, and comparing relevant data to help LAFCO review the City of Temecula's sphere of influence. Information analyzed in the MSR included population and growth demographics, current and projected city services and their costs, and services and associated costs as provided by non-city agencies.



Mark McGinnis

Education

*San Diego State University
MA, Geography (Geographic
Information Science emphasis)*

*University of California, Santa
Barbara
BA, Geography (Geographic
Information Science emphasis)*

Certifications

*Certified GIS Professional (GISP),
No. 00060883*

*FEMA Basic Hazards – U.S. Multi-
Hazard*

Professional Affiliations

*San Diego ESRI
Technology Showcase*

*Urban and Regional Information
Systems Association*

As-Needed GIS Services, City of Indian Wells, California. Served as GIS manager working with the City of Indian Wells providing GIS support for their Planning department. First task involved modifying their overall GIS setup and design to improve the workflow to process and display GIS data. The City's GIS layers were organized into a geodatabase, and attributes modified to make the editing process smoother and more streamlined. Map templates have been produced to automate cartographic production, and a script was developed to download data from Riverside County's website. In addition, a GIS layer showing short-term rental locations based on parcels was created.

Habitat Conservation/Preservation Framework Study, San Bernardino Association of Governments (SANBAG), San Bernardino County, California. Served as principal GIS analyst. Tasks included data management, analysis/modeling, and map production. Data has been compiled, organized and assimilated from a variety of sources into a comprehensive GIS database. Project flow has been dynamic, requiring map production supporting day-to-day client interaction and timely decision making.

Malibu Parks Public Access Enhancement Project, Mountains Recreation and Conservation Authority, City of Malibu and Unincorporated Los Angeles County, California. Served as primary GIS analyst for the Malibu Parks Public Access Enhancement project located in the City of Malibu and unincorporated Los Angeles County. The 28-acre project includes development of a comprehensive plan, consisting of a public works plan and City of Malibu local coastal program amendment, to address park and recreational facility program needs for four city- and state-owned parklands. Responsible for all aspects of GIS data collection, analysis, and display.

Southern Subregion Habitat Reserve Vegetation Map Update, Rancho Mission Viejo Land Trust, Orange County, California. Served as principal GIS analyst supporting Rancho Mission Viejo's 2013 vegetation map update for the Initial Management Action Plan (IMAP). Project has involved collecting high resolution satellite imagery and LIDAR to support project analysis. Digital Terrain Models (DTM) was created for ortho-rectifying the QuickBird satellite imagery. LIDAR data was used to derive raster products characterizing the structure of vegetation within the Habitat Reserve. To evaluate vegetation change, maximum canopy height, percent of canopy points, and percent multiple return LIDAR products were created. The derived LIDAR raster products aided interpretation of the GIS-based change detection products and helped assess the accuracy of boundary mapping between communities in the 2007/08 vegetation data.

Habitat Conservation Plan Implementation, Rancho Mission Viejo Company, Orange County, California. Served as principal GIS analyst supporting implementation of the Rancho Mission Viejo Habitat Conservation plan. Project has required collecting, analyzing, and displaying a diverse set of GIS layers. Project flow has been dynamic, requiring map production supporting day-to-day client interaction and timely decision making.

Newhall Specific Plan, Newhall Land and Farming Company, Los Angeles and Ventura Counties, California. Served as principal GIS analyst for 14,500-acre development project. Provided GIS support in preparation of biological resources technical reports, management plans, wetland delineations, focused surveys, and EIRs. Responsible for all aspects of data collection and management, as well as display of hundreds of GIS layers. Coordinated data distribution and collection between client and consultant team. Incorporated numerous data layers from different sources and formats for use on project.

Tejon Mountain Village Project, Tejon Mountain Village LLC, Kern County, California. Served as principal GIS analyst for the project, which consisted of 28,000 acres of undeveloped land on the southern border of Kern County. Dudek is assisting Tejon Mountain Village LLC, with multiple environmental planning services to prepare an environmentally sensitive development. Dudek's services include preparation of a comprehensive biological database through vegetation mapping and focused wildlife and plant surveys. GIS supports all aspects of the project, including data management, analysis, and display of numerous GIS layers. GIS tools were also developed to demonstrate the relationship of each resource to the land plan.

Kyle Harper

Application Developer

Kyle Harper is an application developer with 16 years' experience in information technology, database architecture, computer programming, and Web application development. Mr. Harper has managed an agile software development team and built websites from the ground up using HTML5/CSS/JavaScript/PHP. He places an emphasis on user experience/engagement and team collaboration as the keys to developing successful software products. In addition to his programming experience, Mr. Harper has 6 years' focused experience in the biological field, with emphases on botany, plant ecology, and wetland ecology. He has participated in projects requiring vegetation mapping, focused rare plant surveys, regulatory permitting, and habitat restoration. During this time, Mr. Harper designed and implemented several applications for the collection, quality assurance (QA), analysis, and reporting of ecological findings. Many of his projects required rigorous statistical analyses in R, Python, Systat, and PC-ORD; several applications relied on spatial data and were built to interface with the ESRI ArcGIS suite of software, including Web-based maps using ArcGIS Server and ArcSDE. Mr. Harper's dual experience in the natural sciences and technology sector aligns with his passion for developing better data collection and analysis tools, packaging complex data into meaningful, actionable information, and delivering an elegant user experience to allow data-driven decisions to shine in environmental stewardship.



Education

*University of California, San Diego
BS, Environmental Systems
(Ecology, Behavior, and Evolution)*

Project Experience

Avian and Vegetation Pilot Monitoring Studies, Rancho Mission Viejo Land Trust, Orange County, California.

Creates Web-based tiled basemap services for Unmanned Aerial System (UAS) imagery flown in 2012 and 2017, and makes the imagery services available as offline-capable, high-performance caches for ESRI mobile data collection apps (e.g., Collector for ArcGIS). Provides data collection support, participates in creative reviews for applying technology to maximize project efficiency and effectiveness.

Interim Ranch-Wide Management Plan, Tejon Ranch Corporation, Kern County, California. Develops Web interface for work order tracking and project compliance audits. Leverages proprietary data collection applications and third-party platforms (ESRI ArcGIS) to facilitate constraints analyses, field navigation, task prioritization, data collection, QA workflows, automated report generation, and real-time communication between teams in offices and those out in the field.

Geographic Information System (GIS) Portal for Rapid Ohi'a Death, Department of Land and Natural Resources, Honolulu, Hawai'i. Designs and implements customizations to an ESRI Survey123 for ArcGIS form, including re-routing the form to submit to a custom REST endpoint housed in an Enterprise Geodatabase. Creates a secure Web application user interface to accommodate several access/permission levels and teams, and includes view/edit capability, as well as custom export-to-Geodatabase functionality. Develops server-side Python script for monitoring incoming data and performing quality control (QC) checks, propagating status updates, and sending email alerts to relevant team members.

Newhall Ranch Resource Management and Development Plan, Newhall Land and Farming Inc., Los Angeles and Ventura Counties, California. Reviews and contributes to Dudek's proprietary information management application to facilitate electronic data collection in the field. Develops back-end reporting strategies using Structured Query Language (SQL) Server Reporting Services (SSRS) and custom Web interfaces to streamline project QA and reporting workflows.

Habitat Plan Data Management Solutions Visioning Process, Santa Clara Valley Habitat Agency, Morgan Hill, California. Met with the Santa Clara Valley Habitat Agency (SCVHA) and co-permittees to the Santa Clara Valley Habitat Conservation Plan (HCP) for the purpose of scoping and offering preliminary conceptual designs of an HCP Data Management System (DMS). Identified several key priorities for DMS design from the interviews, and laid the groundwork for development once the project is funded. The DMS will integrate many data sources including ESRI Enterprise Geodatabases, Microsoft SQL Server Databases, Microsoft Access Databases, online resources, and provide a user-friendly interface for different user groups to access, query, upload, and export HCP-related data, including SCVHA administrators, co-permittees, and project stakeholders.

Vegetation, Exotic Weeds, and Tecate Cypress Mapping of Western San Diego County, San Diego Association of Governments (SANDAG), San Diego County, California. As biologist, participated in remote vegetation mapping and field ground-truthing of more than 500,000 acres of vegetation within western San Diego County. As software developer/database administrator, created an electronic field form for ground-truthing of vegetation mapping, exotic weed mapping, and Tecate cypress (*Hesperocyparis forbesii*) mapping.

Vegetation Classification System Development, SANDAG, San Diego County, California. Served as biologist. Completed numerous vegetation samples and participated in post-field statistical analyses using statistical packages, such as Systat, R, and PC-ORD, and co-authored the multichotomous key for the *Vegetation Classification Manual* for Western San Diego County. As software developer, created an electronic data entry program integrating camera, GPS, and paperless field forms for use with ruggedized field computers. This software has built-in data validation and saved the project an estimated \$30,000 in paper, printing, manual data entry, and error-checking costs, which earned this project the AECOM Green Ribbon Award for integration of sustainable practices. Created an updated vegetation classification system for San Diego County, based on the Sawyer Keeler-Wolf classification system, and integrated quantitative/statistical methods.

Vegetation Classification and Mapping Project, Nature Reserve of Orange County, Orange County, California. Served as biologist. Completed vegetation samples and participated in post-field quality control/QA and statistical analyses using the statistical packages PC-ORD. As software developer, created an electronic data entry program with built-in data validation, integrating camera, GPS, and paperless field forms for use with ruggedized field computers. Created an updated vegetation classification system for Orange County, based on the Sawyer Keeler-Wolf Classification System, and integrated quantitative/statistical methods.

High-Speed Rail Environmental Services, Dragados-Flatiron Joint Venture, Fresno, California. Develops Web interface for tracking parcel clearance, project compliance, survey requirements, and data collection. Integrates mobile GIS data collection and GIS model statistics with back-end Microsoft SQL Server database to provide automated status updates. Creates QA workflows, report auto-generation, and a representational state transfer (REST) application programming interface (API) to securely post and receive data between project stakeholders and their respective Web applications, facilitating and expediting project reviews.

Groundwater Sustainability Plan for Borrego Valley Groundwater Basin, County of San Diego, California. Architects an ESRI Enterprise Geodatabase and Web application for the Borrego Valley Groundwater Basin Groundwater Sustainability Plan. Implements Python scripts for database creation; data extraction, transformation, and loading (ETL) operations; and recurring jobs to import and sync from external data sources (e.g., Microsoft Excel workbooks with water quality results, online HTTPS historical and real-time weather station data). Provides custom query and export functionality for enhanced data accessibility within the Web-based user interface.

Christopher Starbird

GIS Analyst

Christopher Starbird is a geographic information systems (GIS) Analyst with 15 years' experience in mapping projects for municipal, regional, and federal public agencies and non-profit organizations. Mr. Starbird uses the latest in mapping software from the Environmental Systems Research Institute (ESRI). His skills includes database design, spatial analyses, three-dimensional (3D) modeling with shade and shadow analysis, Web development, and high quality cartographic design to meet client and project needs. Mr. Starbird has completed course work in the areas of GIS, cartography, and field techniques in geographic research, Web-based interactive map presentation, and digital imaging.

Education

*University of California, Santa Barbara
BA, Geography*

Project Experience

Centennial Specific Plan Environmental Impact Report and Biological Technical Report Geographic Information Systems Services, Los Angeles County. Served as the primary GIS Specialist for the Centennial Specific Plan and Phase One Implementation Project, which involves the development of approximately 12,000 acres with approximately 23,000 residential units and up to 14 million square feet of mixed urban service and employment-generating uses in addition to a variety of commercial, industrial, natural open space, and recreational land uses. Has performed GIS analysis and produced exhibits for the Program Environmental Impact Report (EIR) and supporting Biological Technical Report. He developed and consolidated GIS, AutoCAD, and other data from numerous public and private agencies for use in analysis and cartographic products.

Tesoro del Valle Supplemental Environmental Impact Report, Geographic Information Systems Services, Los Angeles County. Served as GIS Specialist for the Tesoro del Valle Supplemental Environmental Impact Report (EIR) for a proposed construction of 710 single family residential dwelling units; a fire station site; parks and recreational amenities (i.e., clubhouse, pool, trails); and supporting roadway and utility infrastructure within Phases B and C of the Tesoro del Valle project in Los Angeles County. Coordinated and performed the GIS mapping and analysis of the project site, and developed and consolidated GIS, AutoCAD, and other data from numerous public and private agencies for use in analysis and cartographic products.

Centennial Corridor Project Draft Environmental Impact Report/Environmental Impact Statement and Section 4(f) Evaluation, Kern County. Served as the lead GIS Specialist on the Centennial Corridor Project Draft Environmental Impact Report/Environmental Impact Statement (EIS), the purpose of which is to provide continuity for traffic using State Route (SR) 58 in Kern County. The large-scale of the project required the mapping and analysis of biological resources, the displacement of residences, the potential archaeological resources, historic resources, parkland resources, aesthetics, community disruption, and noise. Responsibilities included the coordinating of data collection, data management, and spatial analysis of these various resources and project components as well as the production of over a hundred maps and graphics that accompany the report.

Newport Banning Ranch Environmental Impact Report, Newport Beach. Served as primary GIS Specialist for the Newport Banning Ranch Environmental Impact Report (EIR). The Newport Banning Ranch project would allow for the development of 1,375 residential dwelling units; 75,000 square feet (sf) of commercial uses; a 75-room resort inn; and approximately 51 acres of public parks on a 401-acre oilfield site. Coordinated and performed the GIS mapping and analysis of the project site and developed and consolidated GIS, AutoCAD, and other data from numerous public and private agencies for use in analysis and cartographic products.

University of California, Los Angeles Capital Programs On-Call Contracts: Served as the GIS Manager for an on-call contract with the University of California, Los Angeles. Completed shade and shadow analyses where necessary; he also coordinated and oversaw the production of maps and graphics to support the following on- and off-campus projects:

- 2008 Northwest Housing Infill Project and Long Range Development Plan Amendment Environmental Impact Report (EIR)
- Weyburn Terrace Graduate Student Housing Initial Study/Mitigated Negative Declaration (IS/MND)
- Wasserman Building Project (medical office) IS/MND
- Meyer and Renee Luskin Conference and Guest Center Project EIR
- Glenrock and Landfair Apartments Project IS/MND Tesoro del Valle Supplemental Environmental Impact Report, Geographic Information Systems Services

Tehachapi Renewable Transmission Project Segments 4–11, Los Angeles County. Served as the GIS Analyst for Segments 4 through 11 of Southern California Edison's Tehachapi Renewable Transmission Project (TRTP). The TRTP assisted in meeting the State of California's Renewable Portfolio Standards requirements by providing transmission infrastructure for the distribution of generated electricity from new and upgraded wind and solar energy facilities and other forms of renewable and nonrenewable energy in the Tehachapi Mountains and western Antelope Valley of Southern California. The project consisted of the construction of several substations and a total of 175 miles of transmission lines spanning the cities of Lancaster and Palmdale, the Antelope Valley in the western Mojave Desert, the Sierra Pelona and San Gabriel Mountains within the Angeles National Forest (ANF), and extending through the San Gabriel Valley to the City of Ontario. The objective of the project is to bring wind and solar sourced energy from the Tehachapi Mountains and western Antelope Valley to the Los Angeles basin. Coordinated the data collection and mapping of various field surveys and manages the production of many report graphics and exhibits. Also pioneered the use of low-cost, modern tablet computing technology to reduce the use of paper field maps used during surveys, which also significantly increased the field personnel's ability to navigate the project site and collect data.

Aviation Station Transit-Oriented Development Environmental Impact Report, Geographic Information Systems Services, Los Angeles County. Served as the GIS Specialist for the Aviation Station project, a mixed-use, transit-oriented project on a 5.9-acre site located near the Interstate (I) 105/Interstate 405 intersection within unincorporated Los Angeles County and the City of Los Angeles. Coordinated the production of maps and graphics for the project's Environmental Impact Report (EIR) and conducted the three dimensional 3D analysis of future shade and shadow conditions on the project site and in surrounding residential areas.

Todd Anderson

Art Director/Senior Graphics Designer

Todd Anderson is a senior graphics designer with over 15 years' experience and is currently lead art director at Dudek. Mr. Anderson specializes in helping businesses and government agencies develop distinct and powerful ways to provide information to their customers and constituents, including diagrams for work-flow processes to organization charts, designing maps and icons, and conceptualizing advertising promotions that define a brand and effectively deliver its message. During this time, Mr. Anderson has had the opportunity to wear many hats, working as an art director, designer, information architect, photographer, and copywriter. His experience collaborating with clients and team members to develop innovative solutions to information design challenges makes Mr. Anderson uniquely qualified for managing public outreach objectives and outcomes.

Education

*University of California, San Diego
BA, Urban Planning and Design*

Certifications

*University of California,
San Diego, Extension
Professional Certificate, Graphics
and Digital Design, 2001*

Professional Affiliations

American Institute of Graphic Arts

Project Experience

Urban Forest Management Plan, City of Los Angeles, California. Served as creative director on the "First Step Urban Forest Management Plan" created for the City of Los Angeles. This 100-page document included technical infographics and illustrations created by Mr. Anderson, as well as full-page photography of the City's trees, parks, and volunteers at planting events. The design of the document was so well received by the client and the Los Angeles City Council that additional printed copies were requested for distribution.

Branding and Wayfinding Signage, City of Encinitas, California. Serves as creative director for a branding and wayfinding signage project for the City of Encinitas. Using colorful artwork and signage symbols, the project will help direct traffic and visitors through the downtown Highway 101 business corridor.

Mission Bay Park Rebranding and Signage Projects, San Diego, California. Serves as creative director for the City of San Diego Mission Bay Park rebranding and signage project, which will upgrade and add to all the existing wayfinding signs and directories guiding park visitors through the entire 4200 acres of the park. Mission Bay is the largest man-made aquatic park in the nation.

Potrero Hills Landfill Expansion Project, Solano County, California. Dudek led a facility permitting process that included wetlands, endangered species, water quality, and marsh development permits, and coordinated with Solano County staff and contractors to prepare CEQA documentation. Conducted the conceptual design and detailed planning for the establishment of buffer lands and biological impact mitigation bank areas for the Potrero Hills Landfill. Mr. Anderson created a series of sign panels for the Suisun Marsh Overlook Park as part of the project. The graphic panels included area maps and hand-drawn illustrations of local animal species found in the marsh habitat.

Newhall Ranch Resource Management and Development Plan, Newhall Land and Farming Inc., Los Angeles and Ventura Counties, California. Provided online project portal customization and graphics support. Dudek has worked with Newhall Land and Farming Company since 2002, conducting biological resources surveys on more than 17,000 acres and preparing a variety of inventories, impact analyses, and mitigation plans. Most recently, Dudek has prepared the Newhall Ranch Resource Management and Development Plan (RMDP) and Spineflower Conservation Plan (SCP), as well as the Biological Resources section of the Environmental Impact Statement/Environmental Impact Report (EIS/EIR), which analyzes the impacts of the RMDP and SCP with respect to numerous special-status species. The RMDP represents the culmination of many years of resources studies and evaluation for the 13,650-acre site in northern Los Angeles County.

Yokohl Ranch Development Project, Yokohl Ranch LLP, County of Tulare, California. Assisted with photography related to cultural artifacts. Yokohl Ranch LLP contracted with Dudek to provide as-needed environmental services for the 36,000-acre Yokohl Ranch development project in Tulare County, California. Specifically, the initial work consisted of biological services associated with California condor (*Gymnogyps californianus*) and bald and golden eagle (*Haliaeetus leucocephalus* and *Aquila chrysaetos*) issues on Yokohl Ranch. After initial compilation and review of existing data, Dudek biologists conducted site visits to evaluate overall habitat suitability in relation to Phases 1 through 3 of the proposed project. Particular attention was given to designated critical condor habitat areas and to golden eagle nesting and foraging areas within the project site.

Desert Renewable Energy Conservation Plan (DRECP), California Energy Commission, Southern California. Provided graphics support for project schedule visualization, as well as online project portal customization. The California Energy Commission and the California Natural Resources Agency (California Department of Fish and Wildlife) selected Dudek to prepare the Habitat Conservation Plan/Natural Community Conservation Plan for the DRECP. The DRECP was established by Governor Schwarzenegger's Executive Order S-14-08, which identifies targets for increasing California's renewable energy portfolio. When completed, the DRECP is expected to further these objectives and accelerate the processing of renewable projects in the California desert (Mojave and Colorado Deserts), encompassing parts of six counties.

South Sacramento Habitat Conservation Plan and Aquatic Resources Plan, Sacramento County, California. Provided online project portal customization and graphics support for the project. Dudek is assisting the Plan Partners (Sacramento County, City of Elk Grove, City of Galt, City of Rancho Cordova, Sacramento County Water Agency, Sacramento Regional Sanitation District, Sacramento Area Sewer District, and Capital Southeast Connector Joint Powers Authority) in finalizing the South Sacramento Habitat Conservation Plan (SSHCP) and Aquatic Resources Plan (ARP). The SSHCP provides a regional approach to balancing development with conservation and protection of habitat, open space, and agricultural lands within a 374,000-acre study area. The SSHCP protects 30 species of plants and wildlife, including 10 that are listed as threatened or endangered under the federal Endangered Species Act, California Endangered Species Act, or both. The SSHCP also protects vernal pool, wetland, and stream habitats that are subject to Sections 401 and 404 of the federal Clean Water Act, California's Porter-Cologne Water Quality Control Act, and California Fish and Game Code, Section 1600 et seq. Under the ARP, the Plan Partners are seeking master wetlands permits, a master streambed alteration agreement, and/or waste discharge requirement.

Carlsbad Seawater Desalination Plant Project, City of Carlsbad, San Diego County, California. Assisted with various maps, graphics, and presentations for this project. The project required an EIR for the proposed Carlsbad Seawater Desalination Plant, which is planned for an approximately 50-million-gallon-per-day capacity and co located with the Encina Power Station. The California Coastal Commission required extensive analysis of seawater intake effects, discharge effects (elevated salinity) potential for growth inducement, and energy consumption/greenhouse gas emissions.

Raoul Rañoa

Senior Graphic Designer

Raoul Rañoa is a senior graphic designer with 21 years' experience breaking down complex data and processes into simple, easy-to-understand visual presentations. Mr. Rañoa is knowledgeable in print and Web graphics production, including prepress, vector and 3-D illustration, social media and environmental asset creation, video, and motion graphics using software such as Adobe Creative Suite, Strata 3D, Pro Tools, Cinema 4D, QGIS, Google Earth. He also has management and university-level teaching experience, as well as experience in technical editing, writing, reporting, and cartography.

Education

*California Polytechnic State University, Pomona
BA, Communications
(Journalism Focus)*

Relevant Previous Experience

Los Angeles Times, California. Served as senior artist for data visualization. Researched, reported, wrote, designed, and illustrated infographics, animated videos, 3D diagrams, cutaways, charts and maps. Created visualizations based on trending topics in social media for latimes.com. Managed projects and staff. (1997–2017)

Jet Propulsion Laboratory, Pasadena, California. Responsible for infographics and data visualization. Created space and environmental infographics. Interviewed staff scientists and researchers, visualized best way to present complex data and illustrate the concept. (2016-Present)

Claremont Colleges, Claremont, California. Served as illustrator and designer. Responsible for layout, page design, and illustrations. (2016)

University of California, Los Angeles. Served as visual journalism instructor. Taught course covering infographics, illustration, graphics reporting, interactive graphics, interactive media, and software training. (2007–2011)

The Huck Group, Los Angeles, California. Designed and developed interactive litigation graphics.

McGraw Hill, Santa Monica, California. Served as technical editor on Nintendo Wii Flash Game Creator's Guide written by an Adobe Certified Expert. Worked with author and publisher to ensure accuracy of text, instructions, and programming code.

San Bernardino County Sun, California. Served as news artist/assistant art director. Researched, reported, designed, and illustrated infographics. Managed projects and staff. (1995–1998)

Hub Distributing, Ontario, California. Served as production artist and copywriter. Wrote, edited, and designed internal publications. Designed promotional signage and advertising for Miller Outpost, and pre-press technician. Assisted in layout and design of stores. (1992-1995)

Chino Valley Chamber of Commerce, California. Wrote, edited, designed, photographed, and produced monthly newsletter. Designed and produced catalogs, brochures, signage, books, and marketing materials related to the cities of Chino and Chino Hills.

Philip van Wassenauer, B.Sc, MFC

ISA Certified Arborist ON-0361-A



EDUCATION

- 1999 **Master of Forest Conservation (Urban)**, Faculty of Forestry, University of Toronto
- 1992 **Bachelor of Science (Honours)**, Environmental Sciences, University of Toronto, Graduated with distinction

PROFESSIONAL AFFILIATIONS AND CERTIFICATIONS

- 2019 American Society of Consulting Arborists, Registered Consulting Arborist #678
- 2010 ISA Tree Risk Assessment Qualified (TRAQ)
- 1996 Society of Municipal Arborists, Member
- 1996 International Society of Arboriculture, Certified Arborist ON-0361-A, Member
- 1996 Ontario Urban Forest Council, Member

SELECTED PROFESSIONAL EXPERIENCE

Jan., 1999- **Owner and Principal Consulting Arborist, Urban Forest Innovations Inc.**
Present *Incorporated in October 2003*

- Conducting a multi-year tree inventory on 100,000 City-owned trees located in road rights-of-way and Parks for the City of Windsor, 2019
- Preparing an Urban Forest Management Plan for the City of Lethbridge, 2018-19
- Preparing an Urban Forest Management Plan for the City of Richmond Hill, 2018-19
- Conducting a multi-year tree inventory on 125,000 City-owned trees located in road rights-of-way for the City of Mississauga, 2018-19
- Prepared an Urban Forest Management Plan Framework for the City of Los Angeles, 2018
- Conducted a tree inventory on 18,000 Town-owned trees located in Georgina Township, 2018
- Prepared an Urban Forest Management Plan for the City of Red Deer, 2016-17
- Conducted a multi-year tree inventory on 180,000 City-owned trees located in rural road rights-of-way, cemeteries and parks for the City of Hamilton, 2015-18
- Completed an Urban Forest Management Plan for the City of Ottawa, 2017
- Conducted a Review and Revision of the Street Tree & Forest Preservation and Compensation Guidelines for the Region of York, 2015-16
- Prepared an Invasive Species Management Plan and Implementation Strategy for the City of Mississauga 2015-16
- Prepared a Tree Planting Strategy for the City of Toronto, 2015-16
- Prepared the Technical Guidelines to implement the Green Streets Initiatives in the City of Toronto, 2015-16
- Conducted a 9,000 Tree Inventory for the 138 properties of the Ottawa Community Housing Corporation, 2015-16
- Prepared an Urban Forest Planting Strategy for the Town of Richmond Hill, 2015
- Conducted a 55,000 Street Tree Inventory, prepared an Urban Forest Canopy Assessment and prepared an Urban Forest Management Plan for the City of Cambridge, 2013-15
- Prepared a Street Tree Structural Pruning Program and an Assessment of Municipal Service Standards for the Maintenance of Landscape Features on Road Right-of-Ways for the Region of York 2014-15

Philip van Wassenauer, B.Sc, MFC

ISA Certified Arborist ON-0361-A

- Completed an Urban Forest Management Plan for the City of Mississauga, 2013. The City received the Communities in Bloom Award for Urban Forestry in 2014
- Prepared a Urban Forestry Program Review for the City of Hamilton, 2013-14
- Prepared an Urban Forest Management Strategy for the City of Milton, 2013-14
- Prepared a Tree Planting Solutions in Hard Boulevard Surfaces: Best Practices Manual as part of a multi-disciplinary consulting team for the City of Toronto, 2011-13
- Completed a Urban Forest i-Tree Eco data analysis report for the City of Calgary, 2013
- Completed a Urban Tree Canopy (UTC) Assessment for the City of Calgary, 2013
- Completed an Urban Forest Management Plan for the City of Medicine Hat, 2012
- Completed an Urban Forest Management Plan for the City of Guelph, 2012
- Completed a Strategic Urban Forest Model for the City of Kitchener, 2012
- Completed an Urban Forest Management Plan for the Town of Ajax, 2010
- Completed an Urban Forest Management Plan for the City of Burlington, 2010

SELECTED AWARDS

2009 **International Society of Arboriculture (ISA), True Professional of Arboriculture Award**, received at the annual ISA conference in recognition of contributions made to increase public understanding of arboriculture and the professional skills of today's arborists

SELECTED PRESENTATIONS, WORKSHOPS, SEMINARS

Urban forest management: a Canadian perspective. Presented at the Sino-Canadian Urban Forestry Forum (SCUFF), Vancouver, British Columbia, October 5, 2018.

Urban Forest Management Planning. Presented at Green Infrastructure of the Urban Environment. Voronezh, Russia, August 29, 2018.

Conference Moderator and Host. The Urban Forest of Tomorrow. University of Toronto-Mississauga Campus, June 14-15, 2018

Planning for sustainable urban forests. Presented at the City of Trees Seminar "Securing our urban forests of the future", Manchester, United Kingdom, May 2, 2018

SELECTED PUBLICATIONS

van Wassenauer, P.J.E., A.L. Satel, W.A. Kenney and M. Ursic. 2012. A Framework for Strategic Urban Forest Management Planning. In Johnston, M. and Percival, G. (eds). Trees, people and the built environment. Proceedings of the Urban Trees Research Conference 13–14 April 2011. Forestry Commission Research Report. Forestry Commission Edinburgh. i–vi + 1–258 pp.

Kenney, W.A., van Wassenauer, P.J. and A. Satel. 2011. Criteria and Indicators for Strategic Urban Forest Planning and Management. Arboriculture & Urban Forestry, Volume 37, Number 3 April 2011 pp 108-117

Alexander Satel, B.A., MFC

ISA Certified Arborist ON-1353-A



EDUCATION

- 2008 **Master of Forest Conservation**, Faculty of Forestry, University of Toronto
- 2007 **Bachelor of Arts (Honours)** with distinction, Geography, University of Toronto

PROFESSIONAL AFFILIATIONS AND CERTIFICATIONS

- 2010 ISA Tree Risk Assessment Qualified (TRAQ)
- 2010 Ministry of Natural Resources Certified Butternut Health Assessor #437
- 2010 Society of Municipal Arborists, Member
- 2009 International Society of Arboriculture, Certified Arborist ON-1353-A, Member
- 2009 Ontario Urban Forest Council, Member
- 2009 Ontario Forestry Association, Member
- 2008 Canadian Institute of Forestry, Member

SELECTED PROFESSIONAL EXPERIENCE

Jan. 2009 – **Senior Urban Forestry Consultant** – Urban Forest Innovations, Inc.

Present

- Actively involved in all aspects of firm's consulting arboriculture and urban forest management projects including: undertaking and oversight of municipal tree inventories, preparation and editing of arborist reports for development projects, tree preservation planning, tree health and risk assessment, advanced tree risk assessment using PiCUS® sonic tomography and TreeQinetic tree pulling tests, GIS-based mapping and analysis, project management, preparation of standards and specifications, practical arboriculture, strategic urban forest management planning, stakeholder consultation and facilitation, and educational seminar preparation and delivery.
- Have completed 300+ tree inventory and tree preservation planning projects for various development-related projects in Southern Ontario.

Selected projects include:

- Preparing an Urban Forest Management Plan for the City of Lethbridge, 2018-19
- Preparing an Urban Forest Management Plan for the City of Richmond Hill, 2017-19
- Prepared an Urban Forest Management Plan Framework for the City of Los Angeles, 2018
- Prepared an Urban Forest Management Plan for the City of Red Deer, 2016-17
- Prepared an Urban Forest Management Plan for the City of Ottawa, 2016-17
- Undertook a review and revision of York Region's Street Tree & Forest Preservation and Compensation Guidelines, 2014-16
- Prepared an Urban Forest Planting Strategy for the Town of Richmond Hill, 2015
- Oversight and management of a 55,000 street tree inventory, prepared an Urban Forest Canopy Assessment and an Urban Forest Management Plan for the City of Cambridge, 2013-2015

Alexander Satel, B.A., MFC

ISA Certified Arborist ON-1353-A

- Prepared a Street Tree Structural Pruning Program and an assessment of municipal service standards for the maintenance of landscape features on road rights-of-way for the Region of York, 2013-2014
- Oversight and management of a 8,000 urban and rural street tree inventory and on-going consulting on urban forest management, Emerald Ash Borer (EAB) management and tree risk management for the Town of New Tecumseth, 2013-17
- Prepared an urban forestry management strategy for the Town of Milton, 2013-14
- Completed an Emerald Ash Borer (EAB) management plan and conducted a comprehensive assessment, inventory and mapping of 3500 street Ash trees for the City of Cornwall, 2013
- Oversaw and managed a comprehensive assessment, inventory and mapping of Ash trees located in 94 woodlots and 84 parks for the City of Mississauga, 2013-14
- Oversaw and managed a comprehensive assessment, inventory and mapping of 10,000 trees for the Toronto Catholic District School Board at 220 schools in Toronto, 2013
- Completed an urban forest management plan for the City of Mississauga, 2013
- Completed a urban forest i-Tree Eco data analysis report for the City of Calgary, 2013
- Completed a 420 tree inventory, tree preservation plan and arborist reporting for the Beechwood area watermain replacements, roadway re-construction and stormwater studies for the North York District of the City of Toronto, 2012
- Conducted a project wide tree inventory and prepared arborist reports for multiple phases of the watermain replacements and roadway reconstruction in Hoggs Hollow for the City of Toronto, 2011-12

SELECTED AWARDS

2007 **University of Toronto Faculty of Forestry Scholarship** for outstanding academic achievement

SELECTED PUBLICATIONS

Satel A.L., van Wassenae, P.J.E. 2013. Designing with Trees in Mind. Canadian Groundskeeper 2013, Volume 2, Number 4, July 2013 pp 20-33

van Wassenae, P.J.E. and **A.L. Satel**. 2011. Maintaining Old Trees in the Human Landscape. Arborist News 2011, Volume 20, Number 3, June 2011 pp 25-28

Kenney, W.A., van Wassenae, P.J.E. and **A.L. Satel**. 2011. Criteria and Indicators for Strategic Urban Forest Planning and Management. Arboriculture & Urban Forestry, Volume 37, Number 3 April 2011 pp 108-117

Kenney, W.A., van Wassenae, P.J.E. and **A.L. Satel**. 2010. Sustainable Urban Forest Management Planning Using Criteria and Indicators. Poster, published as part of the Million Trees NYC Conference proceedings. Cities and the Environment Electronic Journal Volume 3 Issue 1, 2010

Urban Forest Innovations, Inc.

About us

UFI's team of experienced urban forest consultants and ISA-certified arborists provides a range of services, including:

- Urban forest management planning
- Canopy cover studies
- Urban forest inventories
- i-Tree data collection and analysis
- Arborist reports
- Advanced tree risk assessment
- Pest and disease management
- Policy, regulation and standards development
- Stakeholder engagement
- Heritage tree preservation
- Tree appraisal and valuation
- Professional development and staff training
- Expert witness testimony
- Scientific research

Urban Forest Innovations, Inc. (UFI) is an Ontario-based firm specializing in urban forest management planning and arboricultural consulting.

UFI is a recognized leader in urban forest management planning, and has developed more strategic, innovative and successful urban forest management plans (UFMPs) than any other firm in Canada. UFI also provides a complete range of other urban forestry consulting services to dozens of municipal clients in Canada and the United States.

Working with ground-breaking academics and practitioners, the firm has pioneered a framework for strategic urban forest planning that can be applied by communities of any size – our clients have ranged from the 5.7-square kilometre community of Falls Church, Virginia, to Ottawa, our nation's capital. Our UFMP framework and unique planning approach enables each community to craft a tailor-made, collaborative vision for its urban forest and pursue clear goals and effective strategies to realize that vision. An urban forest management plan by Urban Forest Innovations, Inc. can be a critical part of any municipality's sustainability program, particularly in this era of climate change and environmental uncertainty.



Urban Forest Innovations Inc.

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Urban Forest Innovations, Inc.

Major clients

Urban Forest Innovations, Inc. has worked with a wide range of clients to provide leading-edge urban forest management and arboricultural consulting services. Our long-standing clients range from private homeowners, residential and commercial architects, public and private institutions, golf courses and, of course, municipalities. Major municipal clients for UFI's urban forestry consulting services have included:

Toronto

UFI assisted the development of technical standards for tree planting in hard boulevard spaces (supporting DTAH, Arup and Urban Trees+Soils), the development of Green Streets Guidelines (supporting Schollen & Company Inc.), and the development of the City's Tree Planting Strategy (with Beacon Environmental Ltd.). UFI also routinely provides urban forestry and arboricultural consulting services to various City divisions.

York Region

UFI's past projects for York Region have included an assessment of municipal service standards for the maintenance of landscape features on road rights-of-way, the preparation of two tree planting soil specifications, the development of an urban forest management plan terms of reference and table of contents, and the development of a street tree structural pruning program and comprehensive tree preservation standards and specifications.

New Tecumseth

UFI has provided a variety of urban forestry services to the Town on an ongoing basis since 2005. These have included a complete tree inventory (including updating), policy development, peer review of development plans, planning and administration of the emerald ash borer (EAB) program, and staff training.

Cambridge

In 2014, UFI completed a 55,000 street tree inventory and a canopy cover and plantable spaces analysis (in conjunction with Plan-It Geo, LLC). These informed the development of the Urban Forest Management Plan (in conjunction with Beacon Environmental Ltd.). In 2018, UFI coordinated a canopy cover assessment update for the City.

Ottawa

UFI developed the nation's capital's Urban Forest Management Plan in 2015.

Oakville

UFI developed one of Canada's first comprehensive strategic Urban Forest Management Plans for Oakville in 2008, and has provided a wide range of other urban forestry consulting services for the Town.

Mississauga

UFI (with North-South Environmental Inc. and Beacon Environmental Ltd.) developed the City's award-winning Urban Forest Management Plan as part of the broader Natural Heritage Strategy project. UFI also supported the development of the City's Invasive Species Management Plan (with NSE) and is collecting data for 130,000 trees for the City's street tree inventory.

Urban Forest Innovations Inc.

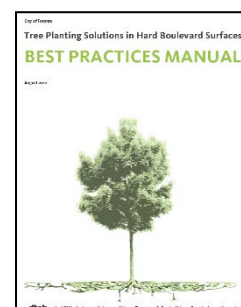
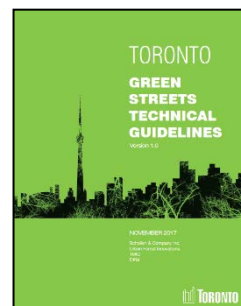
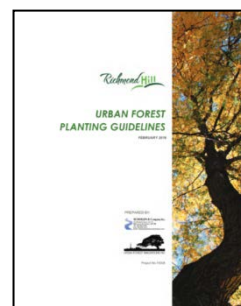
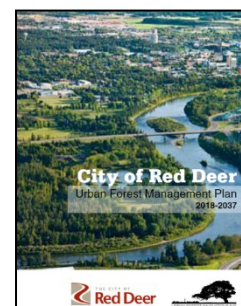
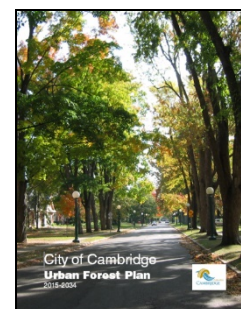
· P: (905) 274-1022 · F: (905) 274-2170 · 1331 Northaven Drive, Mississauga ON L5G 4E8 · info@urbanforestinnovations.com ·

Urban Forest Innovations, Inc.

Urban forest management

Urban Forest Innovations, Inc. **specializes in urban forest management planning.** Assisting communities in developing long-term strategies and action plans for sustainable urban forest management is our core service - not an add-on to a landscape architecture or ecological consulting practice. Municipalities recognize UFI's unique expertise in this field, and the firm has led the development of UFMPs for fifteen communities.

<i>Ajax</i>	Urban Forest Management Plan (2011-2015)
<i>Burlington</i>	Urban Forest Management Plan (2011-2030)
<i>Cambridge</i>	Urban Forest Plan (2015-2034)
<i>Falls Church, VA, USA</i>	Urban Forestry Strategic Plan (2014-2019)
<i>Guelph</i>	Urban Forest Management Plan (2013-2032)
<i>Kenora</i>	Urban Forestry Plan (2003)
<i>Lethbridge, AB</i>	Urban Forest Management Plan (pending completion in 2019)
<i>Los Angeles, CA, USA</i>	First Step Urban Forest Management Plan (2018) – technical support, led by Dudek
<i>Medicine Hat, AB</i>	Strategic Urban Forest Management Plan (2013-2022)
<i>Milton</i>	Urban Forestry Management Strategy (2015-2024)
<i>Mississauga</i>	Urban Forest Management Plan (2014-2033)
<i>Oakville</i>	Urban Forest Strategic Management Plan (2008-2027)
<i>Ottawa</i>	Urban Forest Management Plan (2018-2037)
<i>Red Deer, AB</i>	Urban Forest Management Plan (2018-2037)
<i>Richmond Hill</i>	Urban Forest Management Plan (2020-2040) (pending completion in 2019)



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Our values



Urban Forest Innovations, Inc. is committed to advancing the practice and science of urban forestry and arboriculture, promoting the importance of trees in urban areas, and finding a balance between urban development and urban forest sustainability. We work towards urban forest conservation to protect the countless social, economic and environmental services that trees provide to make cities better places for all.

About Philip van Wassenauer

Urban Forest Innovations, Inc. was founded by Philip van Wassenauer, B.Sc., M.F.C. With over 25 years of experience as an arborist, Philip has been an ISA Certified Arborist and member since 1996 and a member of the prestigious American Society of Consulting Arborists (ASCA) since 1999. In 2019, Philip became an ASCA Registered Consulting Arborist (RCA). He served as both President and Director of the Ontario Urban Forest Council (OUFC) between 1997 and 2008. In 2009 the International Society of Arboriculture (ISA) honoured Philip with the “True Professional of Arboriculture” award in recognition of his achievements towards advancing the practice of arboriculture and his commitment to public education and promotion of the latest developments in arboricultural science.



About Alexander Satel

Alex is an ISA Certified Arborist with a B.A. in Geography and a Master of Forest Conservation and has played a key role in the development of all of UFI's Urban Forest Management Plans. In addition to various projects as a consulting arborist, he has coordinated and facilitated stakeholder consultations, conducted extensive research into urban forest legislation, policies and best management practices, and drafted urban forest policies and standards. Alex has also recently provided development support for several Emerald Ash Borer management strategies and developed technical guidelines for tree protection and planting in urban areas



To find out more, please visit us at: www.urbanforestinnovations.com



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Santa Cruz

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Auburn
Oakland
Sacramento

HAWAII

Kailua, O'ahu

OREGON

Portland

HABITAT RESTORATION SCIENCES

A Dudek Subsidiary

MEMORANDUM

DATE: November 18, 2019

TO: Honorable Mayor and Council Members

FROM: Albert Stricker, Public Works Director and Ben Chan, Assistant Civil Engineer

SUBJECT: **A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT NO. 174-2019 WITH R.E.Y. ENGINEERS, INC. FOR ON-CALL ENGINEERING AND DESIGN SERVICES IN AN AMOUNT NOT TO EXCEED \$739,649.00 FOR THE 2020 NEIGHBORHOOD STREET REHABILITATION PROJECT**



RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution will authorize the City Manager to execute Contract No. 174-2019 with R.E.Y. Engineers, Inc. in an amount not to exceed \$739,649.00 for on-call engineering and design services for the 2020 Neighborhood Street Rehabilitation Project, which will design and rehabilitate the Cordova Vineyards and a portion of Cordova Lane neighborhoods over a three year period.

BACKGROUND

In August & October 2019, City Staff presented the Five-Year Pavement Rehabilitation Plan to Council. In that plan, staff identified and prioritized Cordova Vineyards and a portion of the Cordova Lane neighborhood as the first residential area to rehabilitate neighborhood streets. The project area is located in the Rancho Cordova neighborhood bordered by Coloma Road, Folsom Boulevard, Zinfandel Drive, and Cordova Lane (see [Attachment 3](#) for project area map).

The 2020 Neighborhood Street Rehabilitation Project will include an overlay of existing pavement to improve the road surfaces, sidewalk upgrades to achieve compliance with the Americans with Disabilities Act, storm drain upgrades to improve flood protection, and other incidental work as required.

The total project design elements with the street rehabilitation of the neighborhood will provide the residents within the community a safer smoother ride quality, and better curb appeal within this neighborhood through newly paved roads, improved pedestrian and bicyclists access, and drainage improvements.

The rehabilitation of the neighborhood streets is not only necessary, but also aligns with City goals to promote the positive image of Rancho Cordova; ensure a safe, inviting and livable community; and ensure the availability of the best public services in the region while practicing sound financial management.

FISCAL IMPACT

Funding for this project will consist of Community Enhancement Funds, Gas Tax, Road Maintenance and Rehabilitation Fund, Measure A Maintenance Fund, Supplemental Transportation, Stormwater Enterprise Fund and Capital Infrastructure Fund.

This project is included in the City's current approved Capital Improvement Plan and in the 2019/20 budget.

ATTACHMENTS

1. Resolution
2. Contract No. 174-2019
3. Site Map

ATTACHMENT 1**CITY OF RANCHO CORDOVA****RESOLUTION NO. XX-2019**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT
NO. 174-2019 WITH R.E.Y. ENGINEERS, INC. FOR ON-CALL ENGINEERING AND DESIGN
SERVICES IN AN AMOUNT NOT TO EXCEED \$739,649.00 FOR
THE 2020 NEIGHBORHOOD STREET REHABILITATION PROJECT**

WHEREAS, the City of Rancho Cordova desires to enter into Contract No. 174-2019 with R.E.Y. Engineers, Inc. in an amount not to exceed \$739,649.00 for on-call engineering and design services for the 2020 Neighborhood Street Rehabilitation Project; and

WHEREAS, the project will include an overlay of existing pavement to improve the road surfaces, sidewalk upgrades to achieve compliance with the Americans with Disabilities Act, and storm drain upgrades to improve flood protection in the neighborhood bordered by Coloma Road, Folsom Boulevard, Zinfandel Drive, and Cordova Lane; and

WHEREAS, funding for this project will consist of Community Enhancement Funds, Gas Tax, Road Maintenance and Rehabilitation Fund, Measure A Maintenance Fund, Supplemental Transportation, Stormwater Enterprise Fund and Capital Infrastructure Fund; and

WHEREAS, the services will exceed the maximum amount the City Manager has authorization to approve.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA does authorize the City Manager to execute Contract No. 174-2019 with R.E.Y. Engineers, Inc. in an amount not to exceed \$739,649 and in a form approved by the City Attorney for the 2020 Neighborhood Street Rehabilitation Project.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 18th day of November, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Robert J. McGarvey, Mayor

ATTEST:

Stacy Leitner, CMC,
City Clerk

PROFESSIONAL SERVICES AGREEMENT BETWEEN
THE CITY OF RANCHO CORDOVA AND R.E.Y. ENGINEERS, INC.
FOR THE 2020 NEIGHBORHOOD STREET REHABILITATION PROJECT

THIS AGREEMENT for professional services is made by and between the City of Rancho Cordova, a California municipal corporation ("City"), and R.E.Y. Engineers, Inc., a ("Professional") as of November 19, 2019.

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

- 1.1 **Term of Services.** The term of this Agreement shall begin on the date first noted above and shall end on December 31, 2022, the date of completion specified in Exhibit A. Professional shall complete the work described in Exhibit A prior to that date, unless the term of the Agreement is otherwise terminated or extended, as provided for in Section 8. The time provided to Professional to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as provided for in Section 8.
- 1.2 **Standard of Performance.** Professional shall perform all services required pursuant to this Agreement in the manner and according to the standards observed by a competent practitioner of the profession in which Professional is engaged in the geographical area in which Professional practices its profession. Professional shall prepare all work products required by this Agreement in a substantial, first-class manner and shall conform to the standards of quality normally observed by a person practicing in Professional's profession.
- 1.3 **Assignment of Personnel.** Professional shall assign only competent personnel to perform services pursuant to this Agreement. In the event that City, in its sole discretion, at any time during the term of this Agreement, desires the reassignment of any such persons, Professional shall, immediately upon receiving notice from City of such desire of City, reassign such person or persons.
- 1.4 **Time.** Professional shall devote such time to the performance of services pursuant to this Agreement as may be reasonably necessary to meet the standard of performance provided in Section 1.2 above and to satisfy Professional's obligations hereunder.

Section 2. COMPENSATION. City hereby agrees to pay Professional a sum not to exceed Seven Hundred Thirty-Nine Thousand Six Hundred Forty-Nine Dollars and No Cents (\$739,649.00), notwithstanding any contrary indications that may be contained in Professional's proposal, for services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Professional's proposal, attached as Exhibit B, regarding the amount of compensation, the Agreement shall prevail. City shall pay Professional for services rendered pursuant to this Agreement at the time and in the manner set forth herein. The payments specified below shall be the only payments from City to Professional for services rendered pursuant to this Agreement. Professional shall submit all invoices to City in the manner specified herein. Except as specifically authorized by City, Professional shall not bill City for duplicate services performed by more than one person.

Professional and City acknowledge and agree that compensation paid by City to Professional under this Agreement is based upon Professional's estimated costs of providing the services required hereunder, including salaries and benefits of employees and subcontractors of Professional. Consequently, the parties further agree that compensation hereunder is intended to include the costs of contributions to any pensions and/or annuities to which

Professional and its employees, agents, and subcontractors may be eligible. City therefore has no responsibility for such contributions beyond compensation required under this Agreement.

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

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

2.2 Monthly Payment. City shall make monthly payments, based on invoices received, for services satisfactorily performed, and for authorized reimbursable costs incurred. City shall have 30 days from the receipt of an invoice that complies with all of the requirements above to pay Professional.

2.3 Item Intentionally Omitted.

2.4 Total Payment. City shall pay for the services to be rendered by Professional pursuant to this Agreement. City shall not pay any additional sum for any expense or cost whatsoever incurred by Professional in rendering services pursuant to this Agreement. City shall make no payment for any extra, further, or additional service pursuant to this Agreement.

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

2.5 Hourly Fees. Fees for work performed by Professional on an hourly basis shall not exceed the amounts shown on the fee schedule set forth in Exhibit B.

2.6 Reimbursable Expenses. Reimbursable expenses, if any, are set forth in Exhibit B, and shall not exceed the specified amount. Expenses not listed in Exhibit B are not chargeable to City. Reimbursable expenses are included in the total amount of compensation provided under this Agreement that shall not be exceeded.

2.7 Payment of Taxes. Professional is solely responsible for the payment of employment taxes incurred under this Agreement and any similar federal or state taxes.

- 2.8 Payment upon Termination.** In the event that the City or Professional terminates this Agreement pursuant to Section 8, the City shall compensate the Professional for all outstanding costs and reimbursable expenses incurred for work satisfactorily completed as of the date of written notice of termination. Professional shall maintain adequate logs and timesheets in order to verify costs incurred to that date.
- 2.9 Authorization to Perform Services.** The Professional is not authorized to perform any services or incur any costs whatsoever under the terms of this Agreement until receipt of authorization from the Contract Administrator.

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

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

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

- 4.1 Workers' Compensation.** Professional shall, at its sole cost and expense, maintain Statutory Workers' Compensation Insurance and Employer's Liability Insurance for any and all persons employed directly or indirectly by Professional. The Statutory Workers' Compensation Insurance and Employer's Liability Insurance shall be provided with limits of not less than ONE MILLION DOLLARS (\$1,000,000.00) per accident. In the alternative, Professional may rely on a self-insurance program to meet those requirements, but only if the program of self-insurance complies fully with the provisions of the California Labor Code. Determination of whether a self-insurance program meets the standards of the Labor Code shall be solely in the discretion of the Contract Administrator. The insurer, if insurance is provided, or the Professional, if a program of self-insurance is provided, shall waive all rights of subrogation against the City and its officers, officials, employees, and volunteers for loss arising from work performed under this Agreement.

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

The requirement to maintain Statutory Worker's Compensation and Employer's Liability Insurance may be waived by the City upon written verification that Professional does not have any employees.

4.2 **Commercial General and Automobile Liability Insurance.**

4.2.1 General requirements. Professional, at its own cost and expense, shall maintain commercial general liability insurance for the term of this Agreement in an amount not less than TWO MILLION DOLLARS (\$2,000,000.00) and automobile liability insurance for the term of this Agreement in an amount not less than ONE MILLION DOLLARS (\$1,000,000.00). The commercial general liability and automobile liability insurance shall be per occurrence, combined single limit coverage for risks associated with the work contemplated by this Agreement. If a commercial general liability insurance or an automobile liability form or other form with a general aggregate limit is used, either the general aggregate limit shall apply separately to the work to be performed under this Agreement or the general aggregate limit shall be at least twice the required occurrence limit. Such coverage shall include but shall not be limited to, protection against claims arising from bodily and personal injury, including death resulting therefrom, and damage to property resulting from activities contemplated under this Agreement, including the use of owned and non-owned automobiles.

4.2.2 Minimum scope of coverage. Commercial general liability coverage shall be at least as broad as Insurance Services Office Commercial General Liability occurrence form CG 0001 (most recent edition) covering comprehensive General Liability on an "occurrence" basis. Automobile coverage shall be at least as broad as Insurance Services Office Automobile Liability form CA 0001 (most recent edition), Code 1 (any auto). No endorsement shall be attached limiting the coverage.

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

- a. City and its officers, employees, agents, and volunteers shall be covered as additional insureds with respect to each of the following: liability arising out of activities performed by or on behalf of Professional, including the insured's general supervision of Professional; products and completed operations of Professional; premises owned, occupied, or used by Professional; and automobiles owned, leased, or used by the Professional. The coverage shall contain no special limitations on the scope of protection afforded to City or its officers, employees, agents, or volunteers.
- b. The insurance shall cover on an occurrence or an accident basis, and not on a claims-made basis.
- c. An endorsement must state that coverage is primary insurance with respect to the City and its officers, officials, employees and volunteers, and that no insurance or self-insurance maintained by the City shall be called upon to contribute to a loss under the coverage.
- d. Any failure of Professional to comply with reporting provisions of the policy shall not affect coverage provided to City and its officers, employees, agents, and volunteers.

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

4.3 Professional Liability Insurance. Professional, at its own cost and expense, shall maintain for the period covered by this Agreement professional liability insurance for licensed professionals performing work pursuant to this Agreement in an amount not less than TWO MILLION DOLLARS (\$2,000,000) covering the licensed professionals' errors and omissions.

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

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

4.3.3 The following provisions shall apply if the professional liability coverages are written on a claims-made form:

- a. The retroactive date of the policy must be shown and must be before the date of the Agreement.
- b. Insurance must be maintained, and evidence of insurance must be provided for at least five (5) years after completion of the Agreement or the work, so long as commercially available at reasonable rates.
- c. If coverage is canceled or not renewed and it is not replaced with another claims-made policy form with a retroactive date that precedes the date of this Agreement, Professional must provide extended reporting coverage for a minimum of five (5) years after completion of the Agreement or the work. The City shall have the right to exercise, at the Professional's sole cost and expense, any extended reporting provisions of the policy, if the Professional cancels or does not renew the coverage.
- d. A copy of the claim reporting requirements must be submitted to the City prior to the commencement of any work under this Agreement.

4.4 All Policies Requirements.

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

4.4.2 Verification of coverage. Prior to beginning any work under this Agreement, Professional shall furnish City with certificates of insurance and with original endorsements effecting coverage required herein. The certificates and endorsements for each insurance policy are to be signed by a person authorized by that insurer to bind coverage on its behalf. The City reserves the right to require complete, certified copies of all required insurance policies, at any time.

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

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

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

4.4.5 Waiver of Subrogation. Professional hereby agrees to waive subrogation which any insurer or contractor may require from vendor by virtue of the payment of any loss. Consultant agrees to obtain any endorsements that may be necessary to effect this waiver of subrogation. The Workers' Compensation policy shall be endorsed with a waiver of subrogation in favor of the entity for all work performed by the Professional, its employees, agents, and subcontractors.

4.4.6 Notice of Reduction in Coverage. In the event that any coverage required by this section is reduced, limited, or materially affected in any other manner, Professional shall provide written notice to City at Professional's earliest possible opportunity and in no case later than five (5) days after Professional is notified of the change in coverage.

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

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

Section 5. INDEMNIFICATION AND PROFESSIONAL'S RESPONSIBILITIES.

5.1 General Requirement. Professional shall indemnify, defend with counsel selected by the City, and hold harmless the City and its officials, officers, employees, agents, and volunteers from and against any and all losses, liability, claims, suits, actions, damages, and causes of action arising out of any personal injury, bodily injury, loss of life, or damage to property, or any violation of any federal, state, or municipal law or ordinance, to the extent caused, in whole or in part, by the willful misconduct or negligent acts or omissions of Professional or its employees, subcontractors, or agents, by acts for which they could be held strictly liable, or by the quality or character of their

work. The foregoing obligation of Professional shall not apply when (1) the injury, loss of life, damage to property, or violation of law arises wholly from the negligence or willful misconduct of the City or its officers, employees, agents, or volunteers and (2) the actions of Professional or its employees, subcontractor, or agents have contributed in no part to the injury, loss of life, damage to property, or violation of law. It is understood that the duty of Professional to indemnify and hold harmless includes the duty to defend as set forth in Section 2778 of the California Civil Code. Acceptance by City of insurance certificates and endorsements required under this Agreement does not relieve Professional from liability under this indemnification and hold harmless clause. This indemnification and hold harmless clause shall apply to any damages or claims for damages whether or not such insurance policies shall have been determined to apply. By execution of this Agreement, Professional acknowledges and agrees to the provisions of this Section and that it is a material element of consideration.

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

- 5.3 Design Professionals.** To the extent that the services under this Agreement include design professional services subject to California Civil Code Section 2782.8, as may be amended from time to time, Professional's duty to indemnify under Sections 5.1 and 5.2 shall only be to the maximum extent permitted by California Civil Code Section 2782.8.

Section 6. STATUS OF PROFESSIONAL.

- 6.1 Independent Contractor.** At all times during the term of this Agreement, Professional shall be an independent contractor as defined in Labor Code Section 3353, and shall not be an employee of City. Nothing contained in this Agreement shall be construed to be inconsistent with the foregoing relationship or status. City shall have the right to control Professional only insofar as the results of Professional's services rendered pursuant to this Agreement and assignment of personnel pursuant to Subparagraph 1.3; however, otherwise City shall not have the right to control the means by which Professional accomplishes services rendered pursuant to this Agreement. Professional shall have no power or authority by this Agreement to bind the City in any respect. All employees and agents hired or retained by Professional are employees and agents of Professional and not of the City. The City shall not be obligated in any way to pay any wage claims or other claims made against Professional by any such employees or agents, or any other person resulting from performance of this Agreement.

Notwithstanding any other City, state, or federal policy, rule, regulation, law, or ordinance to the contrary, Professional and any of its employees, agents, and subcontractors providing services under this Agreement shall not qualify for or become entitled to, and hereby agree to waive any and all claims to, any compensation, benefit, or any incident of employment by City, including but not limited to eligibility to enroll in the California Public Employees Retirement System (PERS) as an employee of City and entitlement to any contribution to be paid by City for employer contributions and/or employee contributions for PERS benefits. Professional shall not allow any employee to become eligible for a claim for PERS benefits.

- 6.2 **Professional Not an Agent.** Except as City may specify in writing, Professional shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Professional shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever.

Section 7. LEGAL REQUIREMENTS.

- 7.1 **Governing Law.** The laws of the State of California shall govern this Agreement.
- 7.2 **Compliance with Applicable Laws.** Professional and any subcontractors shall comply with all laws and regulations applicable to the performance of the work hereunder, including but not limited to, the California Building Code, the Americans with Disabilities Act, and any copyright, patent or trademark law. Professional's failure to comply with any law(s) or regulation(s) applicable to the performance of the work hereunder shall constitute a breach of contract.
- 7.3 **Other Governmental Regulations.** To the extent that this Agreement may be funded by fiscal assistance from another governmental entity, Professional and any subcontractors shall comply with all applicable rules and regulations to which City is bound by the terms of such fiscal assistance program.
- 7.4 **Licenses and Permits.** Professional represents and warrants to City that Professional and its employees, agents, and any subcontractors have all licenses, permits, qualifications, and approvals of whatsoever nature that are legally required to practice their respective professions. Professional represents and warrants to City that Professional and its employees, agents, any subcontractors shall, at their sole cost and expense, keep in effect at all times during the term of this Agreement any licenses, permits, and approvals that are legally required to practice their respective professions. In addition to the foregoing, Professional and any subcontractors shall obtain and maintain valid Business Licenses from City during the term of this Agreement.
- 7.5 **Nondiscrimination and Equal Opportunity.** Professional shall not discriminate, on the basis of a person's race, religion, color, national origin, age, physical or mental handicap or disability, medical condition, marital status, sex, or sexual orientation, against any employee, applicant for employment, subcontractor, bidder for a subcontract, or participant in, recipient of, or applicant for any services or programs provided by Professional under this Agreement. Professional shall comply with all applicable federal, state, and local laws, policies, rules, and requirements related to equal opportunity and nondiscrimination in employment, contracting, and the provision of any services that are the subject of this Agreement, including but not limited to the satisfaction of any positive obligations required of Professional thereby.

Professional shall include the provisions of this Subsection in any subcontract approved by the Contract Administrator or this Agreement.

Section 8. TERMINATION AND MODIFICATION.

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

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

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

- 8.2 Extension.** City may, in its sole and exclusive discretion, extend the end date of this Agreement beyond that provided for in Subsection 1.1. Any such extension shall require a written amendment to this Agreement, as provided for herein. Professional understands and agrees that, if City grants such an extension, City shall have no obligation to provide Professional with compensation beyond the maximum amount provided for in this Agreement. Similarly, unless authorized by the Contract Administrator, City shall have no obligation to reimburse Professional for any otherwise reimbursable expenses incurred during the extension period.
- 8.3 Amendments.** The parties may amend this Agreement only by a writing signed by all the parties.
- 8.4 Assignment and Subcontracting.** City and Professional recognize and agree that this Agreement contemplates personal performance by Professional and is based upon a determination of Professional's unique personal competence, experience, and specialized personal knowledge. Moreover, a substantial inducement to City for entering into this Agreement was and is the professional reputation and competence of Professional. Professional may not assign this Agreement or any interest therein without the prior written approval of the Contract Administrator. Professional shall not subcontract any portion of the performance contemplated and provided for herein, other than to the subcontractors noted in the proposal, without prior written approval of the Contract Administrator.
- 8.5 Survival.** All obligations arising prior to the termination of this Agreement and all provisions of this Agreement allocating liability between City and Professional shall survive the termination of this Agreement.
- 8.6 Options upon Breach by Professional.** If Professional materially breaches any of the terms of this Agreement, City's remedies shall include, but not be limited to, the following:
- 8.6.1** Immediately terminate the Agreement;
 - 8.6.2** Retain the plans, specifications, drawings, reports, design documents, and any other work product prepared by Professional pursuant to this Agreement;
 - 8.6.3** Retain a different Professional to complete the work described in Exhibit A not finished by Professional; or
 - 8.6.4** Charge Professional the difference between the cost to complete the work described in Exhibit A that is unfinished at the time of breach and the amount that City would have paid Professional pursuant to Section 2 if Professional had completed the work.

Section 9. KEEPING AND STATUS OF RECORDS.

- 9.1 Records Created as Part of Professional's Performance.** All reports, data, maps, models, charts, studies, surveys, photographs, memoranda, plans, studies, specifications, records, files, or any other documents or materials, in electronic or any other form, that Professional prepares or

obtains pursuant to this Agreement and that relate to the matters covered hereunder shall be the property of the City. Professional hereby agrees to deliver those documents to the City upon termination of the Agreement. It is understood and agreed that the documents and other materials, including but not limited to those described above, prepared pursuant to this Agreement are prepared specifically for the City and are not necessarily suitable for any future or other use. City and Professional agree that, until final approval by City, all data, plans, specifications, reports and other documents are confidential and will not be released to third parties without prior written consent of both parties.

- 9.2 Professional's Books and Records.** Professional shall maintain any and all ledgers, books of account, invoices, vouchers, canceled checks, and other records or documents evidencing or relating to charges for services or expenditures and disbursements charged to the City under this Agreement for a minimum of three (3) years, or for any longer period required by law, from the date of final payment to the Professional pursuant to this Agreement.
- 9.3 Inspection and Audit of Records.** Any records or documents that Section 9.2 of this Agreement requires Professional to maintain shall be made available for inspection, audit, and/or copying at any time during regular business hours, upon oral or written request of the City. Under California Government Code Section 8546.7, if the amount of public funds expended under this Agreement exceeds TEN THOUSAND DOLLARS (\$10,000.00), the Agreement shall be subject to the examination and audit of the State Auditor, at the request of City or as part of any audit of the City, for a period of three (3) years after final payment under the Agreement.

Section 10 MISCELLANEOUS PROVISIONS.

- 10.1 Attorneys' Fees.** If a party to this Agreement brings any action, including an action for declaratory relief, to enforce or interpret the provision of this Agreement, the prevailing party shall be entitled to reasonable attorneys' fees in addition to any other relief to which that party may be entitled. The court may set such fees in the same action or in a separate action brought for that purpose.
- 10.2 Venue.** In the event that either party brings any action against the other under this Agreement, the parties agree that trial of such action shall be vested exclusively in the state courts of California in the County of Sacramento or in the United States District Court for the Eastern District of California.
- 10.3 Severability.** If a court of competent jurisdiction finds or rules that any provision of this Agreement is invalid, void, or unenforceable, the provisions of this Agreement not so adjudged shall remain in full force and effect. The invalidity in whole or in part of any provision of this Agreement shall not void or affect the validity of any other provision of this Agreement.
- 10.4 No Implied Waiver of Breach.** The waiver of any breach of a specific provision of this Agreement does not constitute a waiver of any other breach of that term or any other term of this Agreement.
- 10.5 Successors and Assigns.** The provisions of this Agreement shall inure to the benefit of and shall apply to and bind the successors and assigns of the parties.
- 10.6 Use of Recycled Products.** Professional shall prepare and submit all reports, written studies and other printed material on recycled paper to the extent it is available at equal or less cost than virgin paper.

- 10.7 Conflict of Interest.** Professional may serve other clients, but none whose activities within the corporate limits of City or whose business, regardless of location, would place Professional in a "conflict of interest," as that term is defined in the Political Reform Act, codified at California Government Code Section 81000 *et seq.*

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

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

- 10.8 Solicitation.** Professional agrees not to solicit business at any meeting, focus group, or interview related to this Agreement, either orally or through any written materials.
- 10.9 Contract Administration.** This Agreement shall be administered by Ben Chan ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.
- 10.10 Notices.** Any written notice to Professional shall be sent to:

Jim Fisher, P.E., Principal
R.E.Y. Engineers, Inc.
905 Sutter Street, Suite 200
Folsom, CA 95630
(916) 366-3040
jfisher@reyengineers.com

Any written notice to City shall be sent to:
Ben Chan
Public Works Department
City of Rancho Cordova
2729 Prospect Park Drive
Rancho Cordova, CA 95670
(916) 851-8873
bchan@cityofranchocordova.org

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

ATTACHMENT 2

Seal and Signature of Registered Professional with
report/design responsibility.

- 10.12** **Integration.** This Agreement, including the scope of work attached hereto and incorporated herein as Exhibit A, and the compensation schedule attached hereto and incorporated herein as Exhibit B, represents the entire and integrated agreement between City and Professional and supersedes all prior negotiations, representations, or agreements, either written or oral.
- 10.13** **IRS Form W-9.** Professional shall complete and submit Internal Revenue Service Form W-9 to the City before execution of this Agreement. The City's Finance Director shall have authority to waive this requirement.

ATTACHMENT 2

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

CITY OF RANCHO CORDOVA**PROFESSIONAL**

Cyrus Abhar, City Manager

James Fisher, Principal

Date: _____

Date: _____

Attest:

Stacy Leitner, CMC
City Clerk

Date: _____

Approved as to Form:

Adam U. Lindgren, City Attorney

Date: _____

EXHIBIT A
SCOPE OF SERVICES



BACKGROUND:

Using a combination of State and local funding sources, the City of Rancho Cordova is generating between \$3.5M and \$4.0M annually for their Citywide Street Rehabilitation Program which aims to rehabilitate roadways throughout the City in an effort to extend pavement life and improve rideability.

Rancho Cordova evaluates their streets on a regular basis to identify roadways in need of pavement treatments. The City completed a Pavement Management Plan (PMP) in 2015 and recently updated it in 2018. The PMP calculated the pavement condition index (PCI) for the City's roadways and broke the roadways into groups labeled by RC numbers. The City has prioritized RC02 as the next area to be rehabilitated.

The anticipated total hard cost of construction for RC02 is approximately \$11M at this time, and the City desires to split the project in three phases of around \$3.5M each. The first phase must include Aramon Dr and may also include Dolecetto Dr, Malaga Wy, Chardonay Dr, Chassella Wy, and streets in the northeast portion of the project limits depending on total cost.

The current plan is to bid and begin construction of Phase 1 in the year 2020. Phases 2 and 3 will be designed while Phase 1 is being constructed, and the City will evaluate funding later in 2020 to determine when to bid and construct Phases 2 and 3. At this time, we are anticipating that three separate sets of bid documents will be prepared, one for each phase.

Pavement treatments can be broadly classified as preservation, repair/rehabilitation, or replacement/reconstruction. Pavement preservation treatments are aimed at extending existing pavement service life and typically include localized preventative maintenance (crack sealing, repairing potholes, etc.) and surface treatments (slurry seals, microsurfacing, chip seals, etc.). Typically, pavement preservation treatments are most appropriate for pavements with a PCI equal to or greater than 56 ("Fair" condition and better). For PCI rating between 26 and 55 ("Very Poor" and "Poor" condition) repair and rehabilitation methods such as grind and overlays incorporating rubberized hot mix asphalt (RHMA) and geosynthetic reinforced overlays are appropriate. For pavements with a PCI rating of 25 and below ("Serious" and "Failed"), full reconstruction or rehabilitation using in-place recycling is usually appropriate. Our understanding is that all of the roadways within RC02 have a PCI below 50, so we will be evaluating pavement treatments such as structural overlays (which may include digouts and a grinding component) and full reconstruction. At this time, it is anticipated that full reconstruction will only be required for the roadways identified on the attached exhibit having PCI's less than 26.

Per the United States Department of Justice and Department of Transportation, pavement rehabilitation projects that include an overlay or major alteration to the pavement surface require that existing curb ramps be improved to current Americans with Disabilities Act (ADA) standards, where necessary, and curb ramps be installed, where none exist, at locations where a sidewalk or other pedestrian walkway crosses a curb. However, the ADA does not require installation of ramps or curb ramps in the absence of a pedestrian walkway with a prepared surface for pedestrian use. As such, we anticipate that this project will trigger the requirement for compliant curb ramps at all intersections where sidewalk exists.

Most of the intersections within the project limits appear to have substandard drainage inlets. The City desires to identify the substandard drainage inlets at the intersections and, at the very least, replace the



inlets, themselves, with current City standard inlets. Inlet leads may be upsized as well on a case-by-case basis, and inlet leads may be replaced using PVC C-900 pipe where depths are shallow.

At this time, it is anticipated that all work will be performed within the City's right-of-way and no permanent or temporary rights will be needed with the exception of Permits to Enter and Construction (PTEC). It is assumed that the City will prepare and coordinate the execution of the PTEC's.

No utility conflicts/relocations are known or anticipated at this time; however, it is still recommended that we spend time to further evaluate and identify any utility conflicts early in the design process as to not adversely affect construction.

The number of existing survey monuments/markers potentially disturbed by these improvements is unknown at this time, but we understand that monument preservation is an important component of most pavement rehabilitation projects. In accordance with Section 8771 of the Professional Land Surveyors Act in the Business and Professionals Code of the State of California, we will perform records research to gain an understanding what can be expected in the field, in terms of the quantities of existing of survey monuments/markers. With this knowledge, we can provide a cost estimate for providing monument preservation/perpetuation services, which can be included as an amendment to this contract or included as a line item in the Bid Documents.

Assumptions:

- State and locally funded project.
- Project limits and list of streets included as defined in attached project limits exhibit and spreadsheet.
- City to provide:
 - Previously Completed Street Rehabilitation Project Plans, Specifications, and Bid Results
 - Pavement Management Plans
 - Roadway Classifications and Traffic Indexes (TI)
 - Storm Drain Master Plan
 - GIS Utility Database
 - As-Builts/Record Drawings
- No flaggers will be required for traffic control.
- Only minimal traffic control devices such as signs, cones, etc. will be required for field work.
- Field work is performed during regular working hours (no overtime).
- No right-of-way determination and/or acquisitions are anticipated at this time.
- Pavement cores to be taken in alternating shoulders of the roadway at 1,000-ft intervals with a minimum of one per street.
- Intersections with no sidewalks will not require new curb ramps.
- Only curb returns with sidewalks where pedestrians would access a rehabilitated roadway will require ADA accessible curb ramps (no curb ramps on opposite side of "T" intersection).
- Prior to performing the LiDAR Survey and preparing the ADA Compliance Inspection Reports, the City will identify the "newer" ramps constructed recently enough where ADA compliance was achieved, and only up to 40 of the 77 "newer" curb ramps will be inspected for ADA compliance as part of this project.
- Up to 30 of the "newer" curb ramps will require removal and replacement with ADA compliant ramps.
- Up to 80 curb returns with sidewalks where no pedestrian ramp exists will receive new curb ramps.
- Up to two (2) non-compliant curb ramps will be removed and replaced with compliant curb ramps.



- Intersections with “newer” curb ramps have already received drainage improvements and this project will focus on improving DI and DI leads at up to 56 intersections where there are no sidewalks, no curb ramps, and/or non-compliant curb ramps.
- No utility relocations will be required other than adjustments to grade of City owned utilities.
- The area of disturbed soil will be less than one-acre, so no SWPPP will be required for the various phases of work.
- City to provide Front End Documents including, but not limited to, the Notice to Bidders, General Provisions, Agreement (Proposal), etc.
- Construction management and inspection services are not included in our scope of services, at this time, but an additional scope and fee can be provided, if requested by the City.

SCOPE OF SERVICES:

I. Pre-Design

1. Project Management

Provide overall project coordination, administration, and quality control. R.E.Y. will coordinate all activities with the City’s Project Manager, Ben Chan.

2. Kickoff Meeting

Meet with the City to kick off the project, introduce the project team, and discuss the upcoming surveying and geotechnical field work.

Deliverable(s):

- Meeting agenda (.pdf format)
- Meeting minutes (.pdf format)

3. Utility A Letters

To inform the utility purveyors of the upcoming project and obtain their systems maps, R.E.Y. will begin its coordination with the local utility companies by sending out requests for owners’ facility maps. The letters will include a clause reminding the utility purveyors of the City’s 5-year moratorium for underground improvements in a recently repaved roadway.

Information from the utility maps will be reviewed as part of the Records Research task.

Deliverable(s):

- Utility A Letters (.pdf format)
- Utility Systems Maps (.pdf format)

4. Records Research

Review Pavement Management Plans, Storm Drain Master Plan, As-Built, Record Maps, R/W Maps, Utility Maps, etc. Review Record Maps to research existing survey monumentation that may be disturbed during construction.

5. Pre-Design Flyers

In coordination with the City to ensure appropriate format and content of the flyer, prepare a pre-design flyer to notify residents, schools, business, etc. within the project limits of the upcoming field investigations and future construction project. Obtain addresses within the project limits and mail the flyers.

Deliverable(s):

- Flyers (.pdf format and mailed hard copies)



6. Utility Locating

Our subconsultant, SiteScan, who has an office in Rancho Cordova, will investigate and mark depths of existing utilities within streets identified as having a PCI less than 26. These depths will be used to evaluate conflicts between shallow existing utilities and the proposed reconstruction alternatives.

SiteScan will perform an investigation of existing utilities within the roadways with a PCI less than 26. Their technicians will utilize various non-destructive techniques to identify the location of existing utilities. Geophysical equipment may be used including GPR, Electromagnetic Locators, Ram Rods, etc. to assist in locating lines. Where geophysical equipment is utilized, the investigation will be performed to identify utilities to quality Level B as defined by the University of Purdue guidelines for quality levels produced by Ground Penetrating Radar. The utilities identified during the investigation will be marked out onsite following the American Public Works Association (APWA) guidelines for the marking of utilities. APWA industry standard colors will be used to mark the locations directly on the surface. Nonpermanent water-based paint will be used where permitted. Where paint is not permitted (such as finished decorative surfaces or high traffic customer areas) chalk, wax or other materials may be used. At the conclusion of the work, a written report summarizing the results of the survey will be prepared.

7. LiDAR Survey (Data Acquisition and Processing)

- Establish control
- Set and tie approximately 56 ground control points (GCP), one at each intersection potentially requiring ADA curb ramp improvements.
- Perform mobile LiDAR scan and acquire 24.8 lane-miles of data (two passes on each street).
- Process the trajectory, scan data, and imagery and export point cloud data into .las format.

8. Field Survey

- Establish control
- Perform conventional field survey to collect:
 - Supplemental survey information to fill in gaps in LiDAR data due to parked cars, obstructions, etc.
 - Visible surface utilities and dip manholes and inlets at up to 56 intersections.
 - Utility marks from Utility Locating task.
- Process field data.

9. Topographic Survey and Base Map

Using information collected during the Records Research, LiDAR Survey, and Field Survey tasks, prepare a digital Topographic Survey and Base Map, including a georeferenced and semi-orthorectified aerial image as a background. Only the crown and edges of pavement for the roadways within the project limits will be extracted. Extracting the edge of pavement will provide much more accurate quantities than deriving quantities based on aerial imagery alone.

No extraction will be performed for the curb ramps and storm drain improvements. Design for the curb ramps and storm drain improvements will be performed using the point cloud, itself. The point cloud can be displayed in color contours to determine the direction of gutter flow for any drain inlet relocations.

Deliverable(s):

- Topographic Survey and Base Map (.dwg format)

10. Pavement Analytics

To more accurately define the areas of distress and locate pavement cores, we will use our LiDAR data and perform a semi-automated process using our TopoDOT software. This process will create a plane on the roadway using the previously extracted crown and edges of pavement and then measure data returns in the



point cloud above and below that plane. We will then output a .dwg file that identifies pavement distress and categorizes the distress as low, medium, and high per ASTM standards. Once identified, these locations will be analyzed for placement of pavement cores and areas for digouts during the design process.

Deliverable(s):

- Digout Map (.dwg format)

11. ADA Compliance Inspection Reports

Using the LiDAR data and TopoDOT software, complete a modified version of a Caltrans Curb Ramp ADA Compliance Inspection Report for up to 40 “newer” curb ramps that access the rehabilitated roadways. The LiDAR data and software will allow a task that typically requires travel time and field measurements, to be completed on a computer. This approach also takes the human error out of field measurements and automates the measurement process.

Deliverable(s):

- Inspection Reports (.pdf format)

12. Geotechnical Field Investigation (Phase 1)

Our subconsultant, Twining, will perform this work. Before starting this work, Twining will prepare a project specific Health and Safety Plan and complete and submit a “no cost” encroachment permit for the pavement coring and non-destructive falling weight deflectometer (FWD) testing work performed within the city right of way. As part of this submittal, Twining will prepare a field exploration schedule, in table format, of the streets where the work will be performed per day with updates and modifications for weather delays and conflicts with city special events or maintenance operations. This schedule will be updated daily for coordination with city maintenance and first responders.

As required by law, Twining will notify Underground Service Alert (USA) of the proposed subsurface exploration locations at least 72 hours prior to any pavement core work. We will coordinate with city maintenance staff to identify any city utilities which may be in conflict with the proposed coring locations and relocate appropriately.

For Phase 1 cost estimation, Twining will perform pavement coring with a minimum of one pavement core per street to verify the existing pavement thickness. The recovered cores will be labeled and retained for later documentation of the core thickness and condition. Any base material identified below the existing pavement will have the thickness measured and recorded. At every core location a bulk sample of the subgrade soils will be obtained for visual classification and potential later soil laboratory testing. All pavement core locations will be patched back with compacted aggregate base and a minimum of a 6-inch thick plug of high early strength grout dyed black to match the existing asphalt concrete. The pavement cores will be located in the on-street parking areas of the existing roadways and the core locations will be alternated to verify the existing pavement conditions are consistent throughout the street. Pavement cores may be located in localized areas of severe distress, using the Digout Map, to better define the cause of these localized pavement failures. Traffic control for the pavement coring will consist of construction signs and traffic cones. Twining will contract with a pavement deflection subcontractor to perform the FWD pavement testing in accordance with Caltrans Test 357 to obtain existing pavement deflection data to evaluate the resilient moduli of existing pavement layers for structural overlay analysis and applicability.

13. Laboratory Testing (Phase 1)

Samples of the existing subgrade soils will be transported to Twining, Inc. for observation and testing. Laboratory tests will be performed on selected samples to aid in the classification and to evaluate the engineering properties of the subsurface soils. Soil laboratory tests are anticipated to include the following, but not limited to:

- Natural water content (ASTM D 2216) and dry unit weight (ASTM D 2937)



- Grain size analysis (sieve) (ASTM D 422)
- Atterberg limits (ASTM D 4318)
- Resistance value (ASTM D 2844 or CT301)

The exact quantities and types of tests will depend on the material types encountered during the subsurface exploration. Once the subsurface investigation is complete, our team will work with the City to determine the specific testing needs for this project. For the purposes of this proposal, we have estimated five (5) of each laboratory test identified above.

14. Geotechnical Engineering Study (Phase 1)

The results of the field exploration and geotechnical laboratory tests will be evaluated and engineering analyses will be performed in order to provide geotechnical recommendations for structural overlay and/or replacement of the existing roadway pavements by street.

The feasibility of various in-place recycling methods will be discussed, but specific design recommendations for in-place recycling methods are not included in our scope of services at this time. Should the City select an in-place recycling alternative, we will work with the City to modify our scope of services or augment our scope and fee to further investigate and provide specific design recommendations for the selected in-place recycling method.

For Phase 1, the report will include:

- Summary of the Scope of Work performed for this phase including the field exploration, FWD testing, and soil laboratory testing performed in that segment;
- Site Location Map showing the streets included in this segment;
- Pavement coring location map and core logs including the thickness and description of the existing asphalt concrete and any aggregate base material identified;
- Description of the subgrade soils identified beneath the existing asphalt by pavement core locations and summary of the soil laboratory testing;
- Locations of the FWD testing and the FWD testing results;
- Evaluation of expansion potential of the subgrade soils and recommended remedial measures;
- A discussion of the FWD testing results and both HMA and RHMA structural overlay options for roadway sections which are candidates for structural overlays. The use of a paving fabric and/or structural paving grids may be evaluated as part of the overlay analyses; and
- New hot mix asphalt over aggregate base structural pavement sections for areas requiring complete reconstruction following Chapter 600 of the Caltrans Highway Design Manual.

Deliverable(s):

- Draft Report (.pdf format)
- Final Report (.pdf format and two wet stamped and signed hard copies)

15. Project Scoping Memo (Phase 1)

Using information obtained through the various field investigations and reports, prepare a Draft Project Scoping Memo summarizing the alternative pavement treatments for the streets in Phase 1. Each of the proposed alternatives will have a discussion as to the effectiveness, anticipated design life, and cost for evaluation by the City. Once the City selects the pavements treatments for each street, a final memo will be prepared identifying the selected improvements and streets to be included in Phase 1 for Final Design.

Deliverable(s):

- Draft Memo (.pdf format)
- Final Memo (.pdf format)



16. Project Scoping Meeting (Phase 1)

Meet with the City to discuss the Draft Project Scoping Memo and determine the scope of improvements and Phase 1 for this project.

Deliverable(s):

- Meeting agenda (.pdf format)
- Meeting minutes (.pdf format)

17. Geotechnical Field Investigation (Phase 2&3)

For the remaining streets that will make up Phases 2 and 3, our subconsultant, Twining, will perform additional field investigative work. Before starting this work, Twining will prepare a project specific Health and Safety Plan and complete and submit a “no cost” encroachment permit for the pavement coring and nondestructive falling weight deflectometer (FWD) testing work performed within the city right of way. As with Phase 1, Twining will prepare a field exploration schedule, in table format, of the streets where the work will be performed per day with updates and modifications for weather delays and conflicts with city special events or maintenance operations. This schedule will be updated daily for coordination with city maintenance and first responders.

As required by law, Twining will notify Underground Service Alert (USA) of the proposed subsurface exploration locations at least 72 hours prior to any pavement core work. We will coordinate with city maintenance staff to identify any city utilities which may be in conflict with the proposed coring locations and relocate appropriately.

For the remaining streets, Twining will perform coring with a minimum of one pavement core per street to verify existing pavement thicknesses. Pavement coring and base and subgrade sampling will be completed, documented, located, and patched the same as the work performed for Phase 1 along with the FWD deflection testing.

18. Laboratory Testing (Phase 2&3)

Samples of the existing subgrade soils will be transported to Twining, Inc. for observation and testing. Laboratory tests will be performed on selected samples to aid in the classification and to evaluate the engineering properties of the subsurface soils. Soil laboratory tests are anticipated to include the following, but not limited to:

- Natural water content (ASTM D 2216) and dry unit weight (ASTM D 2937)
- Grain size analysis (sieve) (ASTM D 422)
- Atterberg limits (ASTM D 4318)
- Resistance value (ASTM D 2844 or CT301)

The exact quantities and types of tests will depend on the material types encountered during the subsurface exploration. Once the subsurface investigation is complete, our team will work with the City to determine the specific testing needs for this project. For the purposes of this proposal, we have estimated ten (10) of each laboratory test identified above.

19. Geotechnical Engineering Study (Phase 2&3)

The results of the field exploration and geotechnical laboratory tests will be evaluated and engineering analyses will be performed in order to provide geotechnical recommendations for rehabilitation and/or replacement of the existing roadway pavements by street.

The feasibility of various in-place recycling methods will be discussed, but specific design recommendations for in-place recycling methods are not included in our scope of services at this time. Should the City select an in-place recycling alternative, we will work with the City to modify our scope of services or augment our



scope and fee to further investigate and provide specific design recommendations for the selected in-place recycling method.

The report will include:

- Summary of the Scope of Work performed for this phase including the field exploration, FWD testing, and soil laboratory testing performed in that segment;
- Site Location Map showing the streets included in this segment;
- Pavement coring location map and core logs including the thickness and description of the existing asphalt concrete and any aggregate base material identified;
- Description of the subgrade soils identified beneath the existing asphalt by pavement core locations and summary of the soil laboratory testing;
- Locations of the FWD testing and the FWD testing results;
- Evaluation of expansion potential of the subgrade soils and recommended remedial measures;
- A discussion of the FWD testing results and both HMA and RHMA structural overlay options for roadway sections which are candidates for structural overlays. The use of a paving fabric and/or structural paving grids may be evaluated as part of the overlay analyses; and
- New hot mix asphalt over aggregate base structural pavement sections for areas requiring complete reconstruction following Chapter 600 of the Caltrans Highway Design Manual.

Deliverable(s):

- Draft Report (.pdf format)
- Final Report (.pdf format and two wet stamped and signed hard copies)

20. Project Scoping Memo (Phase 2&3)

Using information obtained through the various field investigations and reports, prepare a Draft Project Scoping Memo summarizing the alternative pavement treatments for the remaining streets. Each of the proposed alternatives will have a discussion as to the effectiveness, anticipated design life, and cost for evaluation by the City. Once the City selects the pavements treatments for each street, a final memo will be prepared identifying the selected improvements and streets to be included in Phases 2 and 3 for Final Design.

Deliverable(s):

- Draft Memo (.pdf format)
- Final Memo (.pdf format)

21. Project Scoping Meeting (Phase 2&3)

Meet with the City to discuss the Draft Project Scoping Memo and determine the scope of improvements and Phases 2 and 3 for this project.

Deliverable(s):

- Meeting agenda (.pdf format)
- Meeting minutes (.pdf format)

22. Public Meeting #1

Coordinate, prepare exhibits for, and attend a public meeting to communicate the City's plans to rehabilitate the pavement within this area. Obtain feedback from the public on their desired outcomes and any concerns they may have regarding the project, including construction. Provide preliminary project phasing and scheduling and obtain feedback.

Deliverable(s):

- Exhibits
- Sign-in sheet
- Meeting summary (.pdf format)



II. Final Design (Phase 1), IV. Final Design (Phase 2) and VI. Final Design (Phase 3)

1. Project Management

Provide overall project coordination, administration, and quality control. R.E.Y. will coordinate all activities with the City's Project Manager, Ben Chan.

2. CEQA Memo

Prepare a memo supporting the applicability of a Categorical Exemption for this project. The City will prepare and file the Categorical Exemption.

Deliverable(s):

- Memo (.pdf format)

3. 65% Plans, Specifications, and Estimate (PS&E)

Prepare 65% Plans, Specifications, and Estimate based upon the Final Project Scoping Memo. Curb ramps will be designed using Caltrans standard curb ramp "cases". The Plans will identify the conform locations and quantify the removal and replacement area to achieve the selected curb ramp "case". Drainage improvements will be shown in plan view (no profiles) and made as close to in-place as possible to avoid potential utility conflicts. Pavement rehabilitation sheets will be shown in plan view (no profiles) at a scale of 40-, 60-, or 80-scale with an aerial background image. Striping shall match existing and only Aramon Drive will require a dedicated set of striping plans as all other streets have minimal striping that can be handled using typical details and/or sections to describe striping.

Deliverable(s):

- 65% Plans (up to four half or full size hard copies and .pdf format)
- 65% Technical Specifications (up to two hard copies and .pdf and .docx format)
- 65% Estimate (.pdf and .xlsx format)

4. 65% P&E Meeting

Meet with the City to discuss the 65% P&E submittal and receive feedback from the City.

Deliverable(s):

- Meeting agenda (.pdf format)
- Meeting minutes (.pdf format)

5. Public Meeting #2

Coordinate, prepare exhibits for, and attend a public meeting to discuss the status of the project and previous feedback received. Discuss current project phasing and anticipated construction schedule.

Deliverable(s):

- Exhibits
- Sign-in sheet
- Meeting summary (.pdf format)

6. 90% PS&E

Revise 65% PS&E based upon City comments and prepare 90% PS&E. Prepare a comments matrix and identify comments addressed and add responses for comments not addressed.

Deliverable(s):

- Comments Matrix (digital format)
- 90% Plans (up to four half or full size hard copies and .pdf format)
- 90% Technical Specifications (up to two hard copies and .pdf and .docx format)
- 90% Estimate (.pdf and .xlsx format)

**7. 90% PS&E Meeting**

Meet with the City to discuss the 90% PS&E submittal and receive feedback from the City.

Deliverable(s):

- Meeting agenda (.pdf format)
- Meeting minutes (.pdf format)

8. 100% PS&E/Bid Documents

Receive 90% PS&E comments and Front End documents from City. Review comments, revise 90% PS&E per City comments, and prepare 100% PS&E/Bid Documents. Prepare a comments matrix and identify comments addressed and add responses for comments not addressed.

Deliverable(s):

- Comments Matrix (digital format)
- Final stamped and signed Plans (.pdf format, one 24"x36" hard copy, and .dwg files)
- Final stamped and signed Technical Specifications (.pdf and .docx format)
- Final stamped and signed Estimate (.pdf and .xlsx format)

9. Bid Support

Assist with responding to bidder questions and providing clarifications during the bidding process, as-needed. We assume that the bid support will include assistance with up to four bidder questions and one bid addendum.

10. Pre-Construction Flyers

In coordination with the City to ensure appropriate format and content of the flyer, prepare a pre-construction flyer to notify residents, schools, business, etc. within the project limits of the upcoming construction work.

Deliverable(s):

- Flyers (.pdf format and mailed hard copies)

III. Construction (Phase 1), V. Construction (Phase 2) and VII. Construction (Phase 3)**1. Construction Documents**

Once the bidding is complete and a contractor has been selected, construction documents will be prepared. All addendums will be merged into one complete set of conformed construction documents.

Deliverable(s):

- Construction Documents (.pdf format)

2. Construction Engineering Support

Provide as-needed engineering consultation during construction up to our available contract amount.

3. As-Built/Record Drawings

Prepare Record Drawings based on information supplied by the construction manager and contractor.

Deliverable(s):

- Record Drawings (.pdf format and .dwg files)

Optional/Future Tasks

The number of existing monuments is unknown on this time. As part of the Pre-Design task, we will research and determine the number of potentially disturbed monuments and discuss with the City whether the responsibility for monument preservation will be placed on the Contractor and included in the Bid Documents or whether R.E.Y. will perform this work.



Pre-Construction Monument Preservation

Prepare a report prior to construction documenting the presence or absence of monuments within the limits of improvements. This documentation can be kept on file with the City should an inquiry be made regarding a previously recorded monument that was not present prior to construction. Record monuments that are not present (removed prior to City's project) do not need to be restored at the City's expense.

Deliverable(s):

- Report (.pdf format)
- Corner Record(s)

Post-Construction Monument Perpetuation

Perpetuate disturbed monuments, and prepare a report to document that disturbed monuments have been adequately restored or reestablished after construction.

Deliverable(s):

- Report (.pdf format)
- Corner Record(s)

SCHEDULE:

Phase 1

Council Approves Contract: November 18th, 2019

Notice to Proceed: November 27th, 2019

Kickoff Meeting: Week of December 2nd, 2019

A Letters: December 6th, 2019

LiDAR Survey: Week of December 9th, 2019

Information from City: December 11th, 2019

Pre-Design Flyers: December 13th, 2019

Geotechnical Field Investigation (Phase 1): Week of December 16th, 2019

Systems Maps from Utility Purveyors: December 20th, 2019

Utility Locating: Week of December 23rd, 2019

Field Survey: Week of December 30th, 2019

Topographic Survey and Base Map: January 10th, 2020

Digout Map: January 17th, 2020

Draft Geotechnical Engineering Study (Phase 1): January 24th, 2020

Draft Project Scoping Memo (Phase 1): January 31st, 2020

Project Scoping Meeting: Week of February 3rd, 2020

Final Project Scoping Memo (Phase 1): February 14th, 2020

Public Meeting #1: Week of February 17th, 2020

65% PS&E: April 3rd, 2020

65% PS&E Meeting: Week of April 13th, 2020

CEQA Memo: April 24th, 2020

Public Meeting #2: Week of May 4th, 2020

90% PS&E: May 22nd, 2020

90% PS&E Meeting: Week of June 1st, 2020

100% PS&E/Bid Documents: July 3rd, 2020

Begin Advertising: July 9th, 2020

Bid Opening: July 30th, 2020

Begin Construction: August 31st, 2020



Phase 2

Geotechnical Field Investigation (Phase 2&3): Week of April 20th, 2020

Draft Geotechnical Engineering Study (Phase 2&3): June 5th, 2020

Draft Project Scoping Memo (Phase 2&3): June 19th, 2020

Project Scoping Meeting: Week of June 29th, 2020

Final Project Scoping Memo (Phase 2&3): July 10th, 2020

65% PS&E: August 21st, 2020

65% PS&E Meeting: Week of September 7th, 2020

CEQA Memo: September 18th, 2020

Public Meeting #3: Week of September 28th, 2020

90% PS&E: November 6th, 2020

90% PS&E Meeting: Week of November 16th, 2020

100% PS&E/Bid Documents: December 18th, 2020

Begin Advertising: January 7th, 2021

Bid Opening: February 4th, 2021

Begin Construction: TBD

Phase 3

Final design to begin towards the end of the Phase 2 final design process.

T&M NTE FEE:

I. Pre-Design:	\$ 317,707
II. Final Design (Phase 1):	\$ 142,558
III. Construction (Phase 1):	\$ 14,492
IV. Final Design (Phase 2):	\$ 117,954
V. Construction (Phase 2):	\$ 14,492
VI. Final Design (Phase 3):	\$ 117,954
VII. Construction (Phase 3):	\$ 14,492

PRE-DESIGN:	\$ 317,707
FINAL DESIGN (PH 1-3):	\$ 378,466
DESIGN SUBTOTAL:	\$ 696,173
CONSTRUCTION (PH 1-3):	\$ 43,476
TOTAL:	\$ 739,649

RC02 Street Rehabilitation

ATTACHMENT 2

LEGEND

- No Sidewalk @ Intx: 12
- Newer Curb Ramp (may require ADA Comp. Insp. Rep.): 77
- Sidewalk but No Curb Ramp: 80
- Non-compliant Curb Ramp: 2
- PCI < 26



ATTACHMENT 2



RC02 Street Rehabilitation Project

Project No. CP20-2207

November 1st, 2019

Ph	Street Name	Assumed PCI		Approx. Length	
		< 26	26 - 55	LF	Miles
	Aramon Drive		X	5,500	1.04
	Dolecetto Drive		X	3,300	0.63
	Malaga Way		X	3,400	0.64
	Chardonay Dr		X	1,900	0.36
	Chassella Way		X	3,300	0.63
	Beclan Drive		X	1,900	0.36
1	Masoni Way		X	1,000	0.19
	Bianca Court		X	200	0.04
	Semillion Way		X	800	0.15
	Tuscano Court		X	200	0.04
	Milazzo Way		X	1,100	0.21
	Italia Way		X	700	0.13
	Zagos Court		X	200	0.04
	Ph 1 Subtotal	0	13	23,500	4.45
	Coloma Road (Southwest Fronage Road)		X	1,500	0.28
	Tronero Way		X	1,600	0.30
	Verdello Way		X	1,100	0.21
	Investment Circle		X	1,400	0.27
	Tormolo Way		X	1,000	0.19
	Tannat Way	X		1,000	0.19
	Ganzan Way		X	900	0.17
	Augibi Way		X	900	0.17
	Furmint Way		X	1,900	0.36
	Moretto Court		X	300	0.06
	Saltana Way	X		1,200	0.23
	Croetto Way	X		1,400	0.27
	Woodberry Way	X		800	0.15
	Mills Park Drive		X	600	0.11
	Ribier Way		X	2,600	0.49
2/3	Coloma Road (Northwest Fronage Road)		X	2,900	0.55
	Neiretto Court	X		200	0.04
	Dattier Court		X	200	0.04
	Catawba Way		X	1,200	0.23
	Malvasia Way	X		1,400	0.27
	Sarda Way	X		1,300	0.25
	Vernaccia Circle	X		1,100	0.21
	Barbera Way		X	3,200	0.61
	Charbono Way		X	1,400	0.27
	Pedro Way		X	1,200	0.23
	Chianti Court		X	200	0.04
	Lambrusca Drive		X	1,600	0.30
	Moscano Way		X	600	0.11
	Momolo Court	X		200	0.04
	Zibibba Way	X		1,000	0.19
	Pinot Way		X	700	0.13
	Negrara Way	X		1,200	0.23
	Ph 2/3 Subtotal	11	21	37,800	7.16
	TOTAL	11	34	61,300	11.61



**City of Rancho Cordova
 RC02 Street Rehabilitation Project (Proj. No. CP20-2207)**

Fee Schedule

<u>Labor Classification</u>	<u>Rate*</u>
Technician I	\$88
Technician II	\$104
Technician III	\$120
Senior Technician I	\$136
Senior Technician II	\$152
Senior Technician III	\$168
LiDAR Technician I	\$142
LiDAR Technician II	\$158
LiDAR Technician III	\$174
Senior LiDAR Specialist	\$240
Assistant I	\$104
Assistant II	\$114
Assistant III	\$124
Assistant IV	\$136
Assistant V	\$148
Associate I	\$136
Associate II	\$148
Associate III	\$158
Associate IV	\$168
Associate V	\$180
Senior I	\$186
Senior II	\$202
Senior III	\$218
Senior IV	\$234
Senior V	\$250
Principal I	\$254
Principal II	\$270
Expert Witness	\$400
1 Person Survey Crew	\$184
2 Person Survey Crew	\$284
Project Administrator	\$92
Project Coordinator	\$122
<u>Expense Classification</u>	<u>Rate*</u>
Terrestrial LiDAR Equipment	\$75
Mobile LiDAR Equipment	\$600
UAV LiDAR Equipment (<i>per flight day</i>)	\$450
Special Monuments	Cost
Iron Stakes	Cost
Outside Reproductions	Cost + 10%
Outside Services	Cost + 10%
Subconsultants	Cost + 10%
In-House Large Format Prints (B+W)	\$0.30/SF
In-House Large Format Prints (Color)	\$0.75/SF

Legend

* Rates above are the hourly rate to be charged for each classification unless otherwise noted.

Notes

- Rates are valid through December 31st, 2020.
- Reimbursement for mileage is included in the rates above.
- Rate for overtime for field and non-exempt employees will be charged at 135% of rate listed above.
- Rate for double time for field and non-exempt employees will be charged at 170% of rate listed above.

EXHIBIT B
COMPENSATION SCHEDULE

RC02 Street Rehabilitation Project (Proj. No. CP20-2207)

City of Rancho Cordova

Fee Estimate

November 1st, 2019

ATTACHMENT 2

R.E.Y. ENGINEERS, INC.
Civil Engineers | Land Surveyors | LiDAR
905 Sutter Street, Suite 200 Folsom, CA 95630
Phone: (916) 366-3040 Fax: (916) 366-3303
www.reyengineers.com



TASK DESCRIPTION	R.E.Y. Engineers, Inc.									TOTALS			
	Assistant Engineer III	Associate Engineer IV	Principal Engineer II	2 Person Survey Crew	Senior Technician II	LiDAR Technician II	LiDAR Technician III	Senior Surveyor V	Principal Surveyor II	TOTAL HOURS	TOTAL LABOR COST	TOTAL ODC'S	TOTAL DOLLARS
Billing Rate	\$124.00	\$168.00	\$270.00	\$284.00	\$152.00	\$158.00	\$174.00	\$250.00	\$270.00				
I. Pre-Design													
1 Project Management		64	36							100	\$ 20,472	\$ -	\$ 20,472
1.01 General Project Management		32	12							44	\$ 8,616	\$ -	\$ 8,616
1.02 General Project Coordination		32	12							44	\$ 8,616	\$ -	\$ 8,616
1.03 General QA/QC			12							12	\$ 3,240	\$ -	\$ 3,240
2 Kickoff Meeting		7	4							11	\$ 2,256	\$ -	\$ 2,256
2.01 Agenda		2								2	\$ 336	\$ -	\$ 336
2.02 Travel		1	1							2	\$ 438	\$ -	\$ 438
2.03 Meeting		2	2							4	\$ 876	\$ -	\$ 876
2.04 Minutes		2	1							3	\$ 606	\$ -	\$ 606
3 Utility A Letters	12	3								15	\$ 1,992	\$ -	\$ 1,992
3.01 Prepare	8	1								9	\$ 1,160	\$ -	\$ 1,160
3.02 QA/QC		1								1	\$ 168	\$ -	\$ 168
3.03 Finalize and Transmit	4	1								5	\$ 664	\$ -	\$ 664
4 Records Research	16	16	1		32				2	67	\$ 10,346	\$ 2,904	\$ 13,250
4.01 Review	16	16	1		32				2	67	\$ 10,346	\$ 2,904	\$ 13,250
5 Pre-Design Flyers	16	6	1							23	\$ 3,262	\$ -	\$ 3,262
5.01 Coordinate and Prepare Flyers	8	4	1							13	\$ 1,934	\$ -	\$ 1,934
5.02 Obtain Addresses and Mail Flyers	8	2								10	\$ 1,328	\$ -	\$ 1,328
6 Utility Locating		4	1							5	\$ 942	\$ 14,542	\$ 15,484
6.01 Utility Locating		4	1							5	\$ 942	\$ 14,542	\$ 15,484
7 LiDAR Survey (Data Acquisition and Processing)		8	2	24		12		52	8	106	\$ 25,756	\$ 2,400	\$ 28,156
7.01 Project Management/Logistics		4	1						4	9	\$ 2,022	\$ -	\$ 2,022
7.02 Set/Survey 56 GCP's				24				8		32	\$ 8,816	\$ -	\$ 8,816
7.03 Scan Acquisition		4	1			12		12		29	\$ 5,838	\$ 2,400	\$ 8,238
7.04 Trajectory Processing								4		4	\$ 1,000	\$ -	\$ 1,000
7.05 Scan Data Processing								4	1	5	\$ 1,270	\$ -	\$ 1,270
7.06 Scan Data Adjustment								8	1	9	\$ 2,270	\$ -	\$ 2,270
7.07 Process Imagery								8	1	9	\$ 2,270	\$ -	\$ 2,270
7.08 Export LAS								8	1	9	\$ 2,270	\$ -	\$ 2,270
8 Field Survey	16	12	3	64	32				10	137	\$ 30,550	\$ -	\$ 30,550
8.01 Supplemental Surveys		4	1	16					2	23	\$ 6,026	\$ -	\$ 6,026
8.02 Dip SDMH's and DI's		4	1	32					4	41	\$ 11,110	\$ -	\$ 11,110
8.03 Collect Utility Marks				16					2	18	\$ 5,084	\$ -	\$ 5,084
8.04 Process Field Data and Enter into Topo	16	4	1		32				2	55	\$ 8,330	\$ -	\$ 8,330

RC02 Street Rehabilitation Project (Proj. No. CP20-2207)

City of Rancho Cordova

Fee Estimate

November 1st, 2019

ATTACHMENT 2

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	Assistant Engineer III	Associate Engineer IV	Principal Engineer II	2 Person Survey Crew	Senior Technician II	LiDAR Technician II	LiDAR Technician III	Senior Surveyor V	Principal Surveyor II	TOTAL HOURS	TOTAL LABOR COST	TOTAL ODC'S	TOTAL DOLLARS
Billing Rate	\$124.00	\$168.00	\$270.00	\$284.00	\$152.00	\$158.00	\$174.00	\$250.00	\$270.00				
9 Topographic Survey and Base Map	8	8	2		64	64			4	150	\$ 23,796	\$ -	\$ 23,796
9.01 Topo and BM	8	8	2		64	64			4	150	\$ 23,796	\$ -	\$ 23,796
10 Pavement Analytics					24		40		4	68	\$ 11,688	\$ -	\$ 11,688
10.01 Digout Map					24		40		4	68	\$ 11,688	\$ -	\$ 11,688
11 ADA Compliance Inspection Reports (up to 40)	64	20	4							88	\$ 12,376	\$ -	\$ 12,376
11.01 Analyze	40	8	1							49	\$ 6,574	\$ -	\$ 6,574
11.02 Draft Reports	16	4	1							21	\$ 2,926	\$ -	\$ 2,926
11.03 QA/QC		4	1							5	\$ 942	\$ -	\$ 942
11.04 Finalize and Transmit	8	4	1							13	\$ 1,934	\$ -	\$ 1,934
12 Geotechnical Field Investigation (Phase 1)		4	1							5	\$ 942	\$ 25,168	\$ 26,110
12.01 Field Investigation		4	1							5	\$ 942	\$ 25,168	\$ 26,110
13 Laboratory Testing (Phase 1)		4	1							5	\$ 942	\$ 10,417	\$ 11,359
13.01 Material Testing		4	1							5	\$ 942	\$ 10,417	\$ 11,359
14 Geotechnical Engineering Study (Phase 1)		12	3							15	\$ 2,826	\$ 13,189	\$ 16,015
14.01 Draft and Final Report		12	3							15	\$ 2,826	\$ 13,189	\$ 16,015
15 Project Scoping Memo (Phase 1)	32	40	5							77	\$ 12,038	\$ -	\$ 12,038
15.01 Evaluate Information and Alternatives		8	1							9	\$ 1,614	\$ -	\$ 1,614
15.02 Cost Estimates	8	8	1							17	\$ 2,606	\$ -	\$ 2,606
15.03 Prepare Draft	8	8	1							17	\$ 2,606	\$ -	\$ 2,606
15.04 QA/QC		4	1							5	\$ 942	\$ -	\$ 942
15.05 Finalize and Transmit Draft	8	8								16	\$ 2,336	\$ -	\$ 2,336
15.06 Prepare Final	4	1								5	\$ 664	\$ -	\$ 664
15.07 QA/QC		2	1							3	\$ 606	\$ -	\$ 606
15.08 Finalize and Transmit Final	4	1								5	\$ 664	\$ -	\$ 664
16 Project Scoping Meeting (Phase 1)		7	4							11	\$ 2,256	\$ -	\$ 2,256
16.01 Agenda		2								2	\$ 336	\$ -	\$ 336
16.02 Travel		1	1							2	\$ 438	\$ -	\$ 438
16.03 Meeting		2	2							4	\$ 876	\$ -	\$ 876
16.04 Minutes		2	1							3	\$ 606	\$ -	\$ 606
17 Geotechnical Field Investigation (Phase 2&3)		4	1							5	\$ 942	\$ 35,662	\$ 36,604
17.01 Field Investigation		4	1							5	\$ 942	\$ 35,662	\$ 36,604
18 Laboratory Testing (Phase 2&3)		4	1							5	\$ 942	\$ 9,279	\$ 10,221
18.01 Material Testing		4	1							5	\$ 942	\$ 9,279	\$ 10,221

RC02 Street Rehabilitation Project (Proj. No. CP20-2207)

City of Rancho Cordova

Fee Estimate

November 1st, 2019

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	Assistant Engineer III	Associate Engineer IV	Principal Engineer II	2 Person Survey Crew	Senior Technician II	LiDAR Technician II	LiDAR Technician III	Senior Surveyor V	Principal Surveyor II	TOTAL HOURS	TOTAL LABOR COST	TOTAL ODC'S	TOTAL DOLLARS
Billing Rate	\$124.00	\$168.00	\$270.00	\$284.00	\$152.00	\$158.00	\$174.00	\$250.00	\$270.00				
19 Geotechnical Engineering Study (Phase 2&3)		12	3							15	\$ 2,826	\$ 13,503	\$ 16,329
19.01 Draft and Final Report		12	3							15	\$ 2,826	\$ 13,503	\$ 16,329
20 Project Scoping Memo (Phase 2&3)	40	48	7							95	\$ 14,914	\$ -	\$ 14,914
20.01 Evaluate Information and Alternatives		8	1							9	\$ 1,614	\$ -	\$ 1,614
20.02 Cost Estimates	12	12	2							26	\$ 4,044	\$ -	\$ 4,044
20.03 Prepare Draft	12	12	2							26	\$ 4,044	\$ -	\$ 4,044
20.04 QA/QC		4	1							5	\$ 942	\$ -	\$ 942
20.05 Finalize and Transmit Draft	8	8								16	\$ 2,336	\$ -	\$ 2,336
20.06 Prepare Final	4	1								5	\$ 664	\$ -	\$ 664
20.07 QA/QC		2	1							3	\$ 606	\$ -	\$ 606
20.08 Finalize and Transmit Final	4	1								5	\$ 664	\$ -	\$ 664
21 Project Scoping Meeting (Phase 2&3)		7	4							11	\$ 2,256	\$ -	\$ 2,256
21.01 Agenda		2								2	\$ 336	\$ -	\$ 336
21.02 Travel		1	1							2	\$ 438	\$ -	\$ 438
21.03 Meeting		2	2							4	\$ 876	\$ -	\$ 876
21.04 Minutes		2	1							3	\$ 606	\$ -	\$ 606
22 Public Meeting #1	16	15	6							37	\$ 6,124	\$ 200	\$ 6,324
22.01 Exhibits and Prep	16	8	2							26	\$ 3,868	\$ 200	\$ 4,068
22.02 Travel		1	1							2	\$ 438	\$ -	\$ 438
22.03 Meeting		2	2							4	\$ 876	\$ -	\$ 876
22.04 Meeting Summary		4	1							5	\$ 942	\$ -	\$ 942
SUBTOTAL	220	305	90	88	152	76	40	52	28	1,051	\$190,444	\$127,263	\$ 317,707
II. Final Design (Phase 1)													
1 Project Management		32	18							50	\$ 10,236	\$ -	\$ 10,236
1.01 General Project Management		16	6							22	\$ 4,308	\$ -	\$ 4,308
1.02 General Project Coordination		16	6							22	\$ 4,308	\$ -	\$ 4,308
1.03 General QA/QC			6							6	\$ 1,620	\$ -	\$ 1,620
2 CEQA Memo		2	1							3	\$ 606	\$ -	\$ 606
2.01 Memo		2	1							3	\$ 606	\$ -	\$ 606
3 65% PS&E	152	192	25							369	\$ 57,854	\$ 100	\$ 57,954
3.01 Plans	120	120	12							252	\$ 38,280	\$ -	\$ 38,280
3.02 Specs		48	6							54	\$ 9,684	\$ -	\$ 9,684
3.03 Estimate	16	8	2							26	\$ 3,868	\$ -	\$ 3,868
3.04 QA/QC		8	4							12	\$ 2,424	\$ -	\$ 2,424
3.05 Finalize and Transmit	16	8	1							25	\$ 3,598	\$ 100	\$ 3,698
4 65% PS&E Meeting		7	4							11	\$ 2,256	\$ -	\$ 2,256

RC02 Street Rehabilitation Project (Proj. No. CP20-2207)

City of Rancho Cordova

Fee Estimate

November 1st, 2019

ATTACHMENT 2

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Billing Rate	\$124.00	\$168.00	\$270.00	\$284.00	\$152.00	\$158.00	\$174.00	\$250.00	\$270.00				
4.01 Agenda		2								2	\$ 336	\$ -	\$ 336
4.02 Travel		1	1							2	\$ 438	\$ -	\$ 438
4.03 Meeting		2	2							4	\$ 876	\$ -	\$ 876
4.04 Minutes		2	1							3	\$ 606	\$ -	\$ 606
5 Public Meeting #2	16	15	6							37	\$ 6,124	\$ 200	\$ 6,324
5.01 Exhibits and Prep	16	8	2							26	\$ 3,868	\$ 200	\$ 4,068
5.02 Travel		1	1							2	\$ 438	\$ -	\$ 438
5.03 Meeting		2	2							4	\$ 876	\$ -	\$ 876
5.04 Meeting Summary		4	1							5	\$ 942	\$ -	\$ 942
6 90% PS&E	88	96	15							199	\$ 31,090	\$ 100	\$ 31,190
6.01 Comments Matrix	8	8	1							17	\$ 2,606	\$ -	\$ 2,606
6.02 Plans	48	48	5							101	\$ 15,366	\$ -	\$ 15,366
6.03 Specs		16	2							18	\$ 3,228	\$ -	\$ 3,228
6.04 Estimate	16	8	2							26	\$ 3,868	\$ -	\$ 3,868
6.05 QA/QC		8	4							12	\$ 2,424	\$ -	\$ 2,424
6.06 Finalize and Transmit	16	8	1							25	\$ 3,598	\$ 100	\$ 3,698
7 90% PS&E Meeting		7	4							11	\$ 2,256	\$ -	\$ 2,256
7.01 Agenda		2								2	\$ 336	\$ -	\$ 336
7.02 Travel		1	1							2	\$ 438	\$ -	\$ 438
7.03 Meeting		2	2							4	\$ 876	\$ -	\$ 876
7.04 Minutes		2	1							3	\$ 606	\$ -	\$ 606
8 100% PS&E/Bid Documents	72	72	12							156	\$ 24,264	\$ 100	\$ 24,364
8.01 Comments Matrix	8	8	1							17	\$ 2,606	\$ -	\$ 2,606
8.02 Plans	40	40	4							84	\$ 12,760	\$ -	\$ 12,760
8.03 Specs		8	1							9	\$ 1,614	\$ -	\$ 1,614
8.04 Estimate	16	4	1							21	\$ 2,926	\$ -	\$ 2,926
8.05 QA/QC		8	4							12	\$ 2,424	\$ -	\$ 2,424
8.06 Finalize and Transmit	8	4	1							13	\$ 1,934	\$ 100	\$ 2,034
9 Bid Support	16	16	2							34	\$ 5,212	\$ -	\$ 5,212
9.01 Bid Support	16	16	2							34	\$ 5,212	\$ -	\$ 5,212
10 Pre-Construction Flyers	12	4								16	\$ 2,160	\$ -	\$ 2,160
10.01 Coordinate and Prepare Flyers	8	2								10	\$ 1,328	\$ -	\$ 1,328
10.02 Mail Flyers	4	2								6	\$ 832	\$ -	\$ 832
SUBTOTAL	356	443	87							886	\$142,058	\$ 500	\$ 142,558
III. Construction (Phase 1)													
1 Construction Documents	8	8	1							17	\$ 2,606	\$ 100	\$ 2,706

RC02 Street Rehabilitation Project (Proj. No. CP20-2207)

City of Rancho Cordova

Fee Estimate

November 1st, 2019

ATTACHMENT 2

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Civil Engineers | Land Surveyors | LiDAR
905 Sutter Street, Suite 200 Folsom, CA 95630
Phone: (916) 366-3040 Fax: (916) 366-3303
www.reyengineers.com



TASK DESCRIPTION	R.E.Y. Engineers, Inc.									TOTALS			
	Assistant Engineer III	Associate Engineer IV	Principal Engineer II	2 Person Survey Crew	Senior Technician II	LiDAR Technician II	LiDAR Technician III	Senior Surveyor V	Principal Surveyor II	TOTAL HOURS	TOTAL LABOR COST	TOTAL ODC'S	TOTAL DOLLARS
Billing Rate	\$124.00	\$168.00	\$270.00	\$284.00	\$152.00	\$158.00	\$174.00	\$250.00	\$270.00				
1.01 Prepare	4	4	1							9	\$ 1,438	\$ -	\$ 1,438
1.02 QA/QC		2								2	\$ 336	\$ -	\$ 336
1.03 Finalize and Transmit	4	2								6	\$ 832	\$ 100	\$ 932
2 Construction Engineering Support	16	24	3							43	\$ 6,826	\$ -	\$ 6,826
2.01 Meetings/Phone Calls/Emails		8	1							9	\$ 1,614	\$ -	\$ 1,614
2.02 RFI's	8	8	1							17	\$ 2,606	\$ -	\$ 2,606
2.03 CCO's	8	8	1							17	\$ 2,606	\$ -	\$ 2,606
3 As-Builts/Records Drawings	24	8	2							34	\$ 4,860	\$ 100	\$ 4,960
3.01 Prepare	16	4								20	\$ 2,656	\$ -	\$ 2,656
3.02 QA/QC		2	1							3	\$ 606	\$ -	\$ 606
3.03 Finalize and Transmit	8	2	1							11	\$ 1,598	\$ 100	\$ 1,698
SUBTOTAL	48	40	6							94	\$ 14,292	\$ 200	\$ 14,492
IV. Final Design (Phase 2)													
1 Project Management		24	12							36	\$ 7,272	\$ -	\$ 7,272
1.01 General Project Management		12	4							16	\$ 3,096	\$ -	\$ 3,096
1.02 General Project Coordination		12	4							16	\$ 3,096	\$ -	\$ 3,096
1.03 General QA/QC			4							4	\$ 1,080	\$ -	\$ 1,080
2 CEQA Memo		2	1							3	\$ 606	\$ -	\$ 606
2.01 Memo		2	1							3	\$ 606	\$ -	\$ 606
3 65% PS&E	128	136	18							282	\$ 43,580	\$ 100	\$ 43,680
3.01 Plans	96	96	10							202	\$ 30,732	\$ -	\$ 30,732
3.02 Specs		16	2							18	\$ 3,228	\$ -	\$ 3,228
3.03 Estimate	16	8	1							25	\$ 3,598	\$ -	\$ 3,598
3.04 QA/QC		8	4							12	\$ 2,424	\$ -	\$ 2,424
3.05 Finalize and Transmit	16	8	1							25	\$ 3,598	\$ 100	\$ 3,698
4 65% PS&E Meeting		7	4							11	\$ 2,256	\$ -	\$ 2,256
4.01 Agenda		2								2	\$ 336	\$ -	\$ 336
4.02 Travel		1	1							2	\$ 438	\$ -	\$ 438
4.03 Meeting		2	2							4	\$ 876	\$ -	\$ 876
4.04 Minutes		2	1							3	\$ 606	\$ -	\$ 606
5 Public Meeting #3	16	15	6							37	\$ 6,124	\$ 200	\$ 6,324
5.01 Exhibits and Prep	16	8	2							26	\$ 3,868	\$ 200	\$ 4,068
5.02 Travel		1	1							2	\$ 438	\$ -	\$ 438
5.03 Meeting		2	2							4	\$ 876	\$ -	\$ 876
5.04 Meeting Summary		4	1							5	\$ 942	\$ -	\$ 942

RC02 Street Rehabilitation Project (Proj. No. CP20-2207)

City of Rancho Cordova

Fee Estimate

November 1st, 2019

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TASK DESCRIPTION	R.E.Y. Engineers, Inc.									TOTALS			
	Assistant Engineer III	Associate Engineer IV	Principal Engineer II	2 Person Survey Crew	Senior Technician II	LiDAR Technician II	LiDAR Technician III	Senior Surveyor V	Principal Surveyor II	TOTAL HOURS	TOTAL LABOR COST	TOTAL ODC'S	TOTAL DOLLARS
Billing Rate	\$124.00	\$168.00	\$270.00	\$284.00	\$152.00	\$158.00	\$174.00	\$250.00	\$270.00				
6 90% PS&E	80	80	12							172	\$ 26,600	\$ 100	\$ 26,700
6.01 Comments Matrix	8	8	1							17	\$ 2,606	\$ -	\$ 2,606
6.02 Plans	40	40	4							84	\$ 12,760	\$ -	\$ 12,760
6.03 Specs		8	1							9	\$ 1,614	\$ -	\$ 1,614
6.04 Estimate	16	8	1							25	\$ 3,598	\$ -	\$ 3,598
6.05 QA/QC		8	4							12	\$ 2,424	\$ -	\$ 2,424
6.06 Finalize and Transmit	16	8	1							25	\$ 3,598	\$ 100	\$ 3,698
7 90% PS&E Meeting		7	4							11	\$ 2,256	\$ -	\$ 2,256
7.01 Agenda		2								2	\$ 336	\$ -	\$ 336
7.02 Travel		1	1							2	\$ 438	\$ -	\$ 438
7.03 Meeting		2	2							4	\$ 876	\$ -	\$ 876
7.04 Minutes		2	1							3	\$ 606	\$ -	\$ 606
8 100% PS&E/Bid Documents	64	64	10							138	\$ 21,388	\$ 100	\$ 21,488
8.01 Comments Matrix	8	8	1							17	\$ 2,606	\$ -	\$ 2,606
8.02 Plans	32	32	2							66	\$ 9,884	\$ -	\$ 9,884
8.03 Specs		8	1							9	\$ 1,614	\$ -	\$ 1,614
8.04 Estimate	16	4	1							21	\$ 2,926	\$ -	\$ 2,926
8.05 QA/QC		8	4							12	\$ 2,424	\$ -	\$ 2,424
8.06 Finalize and Transmit	8	4	1							13	\$ 1,934	\$ 100	\$ 2,034
9 Bid Support	16	16	2							34	\$ 5,212	\$ -	\$ 5,212
9.01 Bid Support	16	16	2							34	\$ 5,212	\$ -	\$ 5,212
10 Pre-Construction Flyers	12	4								16	\$ 2,160	\$ -	\$ 2,160
10.01 Coordinate and Prepare Flyers	8	2								10	\$ 1,328	\$ -	\$ 1,328
10.02 Mail Flyers	4	2								6	\$ 832	\$ -	\$ 832
SUBTOTAL	316	355	69							740	\$117,454	\$ 500	\$ 117,954
V. Construction (Phase 2)													
1 Construction Documents	8	8	1							17	\$ 2,606	\$ 100	\$ 2,706
1.01 Prepare	4	4	1							9	\$ 1,438	\$ -	\$ 1,438
1.02 QA/QC		2								2	\$ 336	\$ -	\$ 336
1.03 Finalize and Transmit	4	2								6	\$ 832	\$ 100	\$ 932
2 Construction Engineering Support	16	24	3							43	\$ 6,826	\$ -	\$ 6,826
2.01 Meetings/Phone Calls/Emails		8	1							9	\$ 1,614	\$ -	\$ 1,614
2.02 RFI's	8	8	1							17	\$ 2,606	\$ -	\$ 2,606
2.03 CCO's	8	8	1							17	\$ 2,606	\$ -	\$ 2,606
3 As-Builts/Records Drawings	24	8	2							34	\$ 4,860	\$ 100	\$ 4,960
3.01 Prepare	16	4								20	\$ 2,656	\$ -	\$ 2,656

RC02 Street Rehabilitation Project (Proj. No. CP20-2207)

City of Rancho Cordova

Fee Estimate

November 1st, 2019

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TASK DESCRIPTION	R.E.Y. Engineers, Inc.									TOTALS			
	Assistant Engineer III	Associate Engineer IV	Principal Engineer II	2 Person Survey Crew	Senior Technician II	LiDAR Technician II	LiDAR Technician III	Senior Surveyor V	Principal Surveyor II	TOTAL HOURS	TOTAL LABOR COST	TOTAL ODC'S	TOTAL DOLLARS
Billing Rate	\$124.00	\$168.00	\$270.00	\$284.00	\$152.00	\$158.00	\$174.00	\$250.00	\$270.00				
3.02 QA/QC		2	1							3	\$ 606	\$ -	\$ 606
3.03 Finalize and Transmit	8	2	1							11	\$ 1,598	\$ 100	\$ 1,698
SUBTOTAL	48	40	6							94	\$ 14,292	\$ 200	\$ 14,492
VI. Final Design (Phase 3)													
1 Project Management		24	12							36	\$ 7,272	\$ -	\$ 7,272
1.01 General Project Management		12	4							16	\$ 3,096	\$ -	\$ 3,096
1.02 General Project Coordination		12	4							16	\$ 3,096	\$ -	\$ 3,096
1.03 General QA/QC			4							4	\$ 1,080	\$ -	\$ 1,080
2 CEQA Memo		2	1							3	\$ 606	\$ -	\$ 606
2.01 Memo		2	1							3	\$ 606	\$ -	\$ 606
3 65% PS&E	128	136	18							282	\$ 43,580	\$ 100	\$ 43,680
3.01 Plans	96	96	10							202	\$ 30,732	\$ -	\$ 30,732
3.02 Specs		16	2							18	\$ 3,228	\$ -	\$ 3,228
3.03 Estimate	16	8	1							25	\$ 3,598	\$ -	\$ 3,598
3.04 QA/QC		8	4							12	\$ 2,424	\$ -	\$ 2,424
3.05 Finalize and Transmit	16	8	1							25	\$ 3,598	\$ 100	\$ 3,698
4 65% PS&E Meeting		7	4							11	\$ 2,256	\$ -	\$ 2,256
4.01 Agenda		2								2	\$ 336	\$ -	\$ 336
4.02 Travel		1	1							2	\$ 438	\$ -	\$ 438
4.03 Meeting		2	2							4	\$ 876	\$ -	\$ 876
4.04 Minutes		2	1							3	\$ 606	\$ -	\$ 606
5 Public Meeting #4	16	15	6							37	\$ 6,124	\$ 200	\$ 6,324
5.01 Exhibits and Prep	16	8	2							26	\$ 3,868	\$ 200	\$ 4,068
5.02 Travel		1	1							2	\$ 438	\$ -	\$ 438
5.03 Meeting		2	2							4	\$ 876	\$ -	\$ 876
5.04 Meeting Summary		4	1							5	\$ 942	\$ -	\$ 942
6 90% PS&E	80	80	12							172	\$ 26,600	\$ 100	\$ 26,700
6.01 Comments Matrix	8	8	1							17	\$ 2,606	\$ -	\$ 2,606
6.02 Plans	40	40	4							84	\$ 12,760	\$ -	\$ 12,760
6.03 Specs		8	1							9	\$ 1,614	\$ -	\$ 1,614
6.04 Estimate	16	8	1							25	\$ 3,598	\$ -	\$ 3,598
6.05 QA/QC		8	4							12	\$ 2,424	\$ -	\$ 2,424
6.06 Finalize and Transmit	16	8	1							25	\$ 3,598	\$ 100	\$ 3,698
7 90% PS&E Meeting		7	4							11	\$ 2,256	\$ -	\$ 2,256
7.01 Agenda		2								2	\$ 336	\$ -	\$ 336
7.02 Travel		1	1							2	\$ 438	\$ -	\$ 438

RC02 Street Rehabilitation Project (Proj. No. CP20-2207)

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November 1st, 2019

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TASK DESCRIPTION	R.E.Y. Engineers, Inc.									TOTALS			
	Assistant Engineer III	Associate Engineer IV	Principal Engineer II	2 Person Survey Crew	Senior Technician II	LiDAR Technician II	LiDAR Technician III	Senior Surveyor V	Principal Surveyor II	TOTAL HOURS	TOTAL LABOR COST	TOTAL ODC'S	TOTAL DOLLARS
Billing Rate	\$124.00	\$168.00	\$270.00	\$284.00	\$152.00	\$158.00	\$174.00	\$250.00	\$270.00				
7.03 Meeting		2	2							4	\$ 876	\$ -	\$ 876
7.04 Minutes		2	1							3	\$ 606	\$ -	\$ 606
8 100% PS&E/Bid Documents	64	64	10							138	\$ 21,388	\$ 100	\$ 21,488
8.01 Comments Matrix	8	8	1							17	\$ 2,606	\$ -	\$ 2,606
8.02 Plans	32	32	2							66	\$ 9,884	\$ -	\$ 9,884
8.03 Specs		8	1							9	\$ 1,614	\$ -	\$ 1,614
8.04 Estimate	16	4	1							21	\$ 2,926	\$ -	\$ 2,926
8.05 QA/QC		8	4							12	\$ 2,424	\$ -	\$ 2,424
8.06 Finalize and Transmit	8	4	1							13	\$ 1,934	\$ 100	\$ 2,034
9 Bid Support	16	16	2							34	\$ 5,212	\$ -	\$ 5,212
9.01 Bid Support	16	16	2							34	\$ 5,212	\$ -	\$ 5,212
10 Pre-Construction Flyers	12	4								16	\$ 2,160	\$ -	\$ 2,160
10.01 Coordinate and Prepare Flyers	8	2								10	\$ 1,328	\$ -	\$ 1,328
10.02 Mail Flyers	4	2								6	\$ 832	\$ -	\$ 832
SUBTOTAL	316	355	69							740	\$117,454	\$ 500	\$ 117,954
VII. Construction (Phase 3)													
1 Construction Documents	8	8	1							17	\$ 2,606	\$ 100	\$ 2,706
1.01 Prepare	4	4	1							9	\$ 1,438	\$ -	\$ 1,438
1.02 QA/QC		2								2	\$ 336	\$ -	\$ 336
1.03 Finalize and Transmit	4	2								6	\$ 832	\$ 100	\$ 932
2 Construction Engineering Support	16	24	3							43	\$ 6,826	\$ -	\$ 6,826
2.01 Meetings/Phone Calls/Emails		8	1							9	\$ 1,614	\$ -	\$ 1,614
2.02 RFI's	8	8	1							17	\$ 2,606	\$ -	\$ 2,606
2.03 CCO's	8	8	1							17	\$ 2,606	\$ -	\$ 2,606
3 As-Built/Records Drawings	24	8	2							34	\$ 4,860	\$ 100	\$ 4,960
3.01 Prepare	16	4								20	\$ 2,656	\$ -	\$ 2,656
3.02 QA/QC		2	1							3	\$ 606	\$ -	\$ 606
3.03 Finalize and Transmit	8	2	1							11	\$ 1,598	\$ 100	\$ 1,698
SUBTOTAL	48	40	6							94	\$ 14,292	\$ 200	\$ 14,492
TOTAL HOURS	1352	1578	333	88	152	76	40	52	28	3,699			
TOTAL DOLLARS	\$167,648	\$265,104	\$89,910	\$24,992	\$23,104	\$12,008	\$6,960	\$13,000	\$7,560		\$610,286	\$129,363	\$ 739,649

ATTACHMENT 3

- No Sidewalk @ Intx: 12
- Newer Curb Ramp (may require ADA Comp. Insp. Rep.): 77
- Sidewalk but No Curb Ramp: 80
- Non-compliant Curb Ramp: 2

PCI < 26



MEMORANDUM

DATE: November 18, 2019

TO: Honorable Mayor and Council Members

FROM: Albert Stricker, Public Works Director and Ben Chan, Assistant Civil Engineer

SUBJECT: **A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT AMENDMENT NO. 8-2018-1 WITH BENNETT ENGINEERING SERVICES, INC., EXTENDING THE TERM TO MARCH 31, 2021, INCREASING THE CONTRACT AMOUNT FROM \$130,140 TO AN AMOUNT NOT TO EXCEED \$149,400, AND ADDING SERVICES FOR THE CORDOVA PARK SAFE ROUTES TO SCHOOL PROJECT**



RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution will authorize the City Manager to execute the first amendment to Contract No. 08-2018-1 with Bennett Engineering Services, Inc. increasing the contract amount from \$130,140 to an amount not to exceed \$149,400, extending the term to March 31, 2021, and adding services to accommodate the engineering and design services for the Cordova Park Safe Routes to School Project.

BACKGROUND

The City previously entered into a contract with Bennett Engineering Services, Inc. for engineering services on February 06, 2018. The original Contract No. 8-2018 scope of work did not include an item to perform engineering support during the construction phase. The increase in the contract amount of \$19,260 will allow Bennett Engineering Services, Inc. to perform engineering and construction support to address any potential redesign effort that may arise from varying existing conditions.

City staff worked closely with stakeholders including residents and school representatives, to design a project that makes the neighborhood more pedestrian friendly. The project is located on Coloma Road, Dolecetto Drive, Ellenbrook Drive, and Malaga Way in the Cordova Park neighborhood.

This project will construct curbs, gutters, and sidewalks that will close gaps in the existing pedestrian network and install curb ramps and crosswalks to improve pedestrian connectivity and safety to Cordova High School & Mills Middle School students throughout the neighborhood and through a connection to the recently constructed Chase/Coloma Road Plaza Project.

FISCAL IMPACT

Funding for this project consists of \$1,899,000 State ATP Grant, \$90,000 Capital Infrastructure Fund and \$520,000 Gas Tax Fund. There is no impact to the City's general fund.

This project is included in the City's current approved Capital Improvement Plan and in the 2019/2020 budget.

ATTACHMENTS

1. Resolution
2. Contract Amendment No. 8-2018-1
3. Location Map

ATTACHMENT 1**CITY OF RANCHO CORDOVA****RESOLUTION NO. XX-2019**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT AMENDMENT NO. 8-2018-1 WITH BENNETT ENGINEERING SERVICES, INC. EXTENDING THE TERM TO MARCH 31, 2021, INCREASING THE CONTRACT FROM \$130,140 TO AN AMOUNT NOT TO EXCEED \$149,400, AND ADDING SERVICES FOR THE CORDOVA PARK SAFE ROUTES TO SCHOOL PROJECT

WHEREAS, the Parties entered into a Professional Services Agreement ("PSA") dated February 6, 2018 for the purpose of providing on-call civil engineering and surveying services; and

WHEREAS, Contract Amendment No. 8-2018-1 increases the contract amount from \$130,140 to \$149,400; and

WHEREAS, Contract Amendment No. 8-2018-1 extends the contract expiration date from December 31, 2019 to March 31, 2021; and

WHEREAS, this agreement will provide compensation to allow Bennett Engineering Services, Inc. to assist the City during construction activities including bidding support, submittal approvals, and as-built drawings; and

WHEREAS, the contract will be paid through the Active Transportation Program (ATP) Grant and Gas Tax funds. The contract does not impact the general fund.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA does authorize the City Manager to execute Contract Amendment No. 08-2018-1 with Bennett Engineering Services, Inc., to increase the contract amount from \$130,140 to an amount not to exceed \$149,400, extend the contract expiration date from December 31, 2019 to March 31, 2021 and to add services for the Cordova Park Safe Routes to School Project, in a form approved by the City Attorney.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 18th day of November, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Robert J. McGarvey, Mayor

ATTACHMENT 1**ATTEST:**

Stacy Leitner, CMC
City Clerk

**FIRST AMENDMENT TO PROFESSIONAL SERVICES AGREEMENT BETWEEN THE
CITY OF RANCHO CORDOVA AND BENNETT ENGINEERING SERVICES, INC. FOR
THE CORDOVA PARK SAFE ROUTES TO SCHOOL PROJECT**

This First Amendment to the Agreement for Professional Services ("Amendment") is made by and between the City of Rancho Cordova ("City") and Bennett Engineering Services, Inc. ("Professional") as of November 19, 2019. City and Professional are hereinafter collectively referred to as the "Parties."

RECITALS

WHEREAS, the Parties entered into a Professional Services Agreement ("PSA") dated February 6, 2018 for the purpose of providing on-call civil engineering and surveying services outlined in PSA Exhibit A; and

WHEREAS, this Amendment will add additional tasks for the Professional to provide to the City described in the Augmentation attached as Exhibit "A-1" and will increase the contract compensation amount from one hundred thirty thousand one hundred forty dollars (\$130,140) to one hundred forty-nine thousand four hundred dollars (\$149,400), a budget increase of nineteen thousand two hundred sixty dollars (\$19,260); and

WHEREAS, this Amendment will extend the end date from December 31, 2019 to March 31, 2021; 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.

NOW, THEREFORE, the Parties hereby agree as follows:

AGREEMENT

1. The Parties agree to modify the end date of the PSA from December 31, 2019, to March 31, 2021. The first sentence of Section 1.1 of the PSA, "Performance Period," is amended to read as follows:

"This contract shall go into effect on November 19, 2019, contingent upon approval by City, and Professional shall commence work after notification to proceed by City's Contract Administrator. The contract shall end on March 31, 2021, unless extended by contract amendment. The time provided to Professional to complete the services required by this Agreement shall not affect the City's right to terminate the Agreement, as provided for in Section 8."

2. Section 2 of the PSA, "Compensation," provides for the City to pay Professional a sum not to exceed one hundred thirty thousand one hundred forty dollars (\$130,140). 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 Hundred Forty-Nine Thousand Four Hundred Dollars and No Cents (\$149,400), 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 attached Exhibit "A-1," which provides for additional services and compensation as specified therein, is hereby added to the existing Exhibit "A" of the PSA,.
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.

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.

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

Leo Rubio, President

Date: _____

Date: _____

Attest:

Stacy Leitner, CMC
City Clerk

Date: _____

Approved as to Form:

Adam Lindgren, City Attorney

Date: _____

Attachments:
Exhibit A-1

Scope of Services – Addendum No. 1

Client: Rancho Cordova

Consultant: Bennett Engineering Services Inc

Project: Cordova Park Safe Route to School Project

Date: October 4, 2019



Consultant's services shall be limited to those expressly set forth below, and Consultant shall have no other obligations or responsibilities for the Project or to the Client except as agreed to in writing or as provided in this Agreement. All of Consultant's services in any way related to the Project or Client shall be subject to the terms of this Agreement.

Scope of Work:

TASK 8. Design Support During Construction

Subtask 8.1. Design Support during Construction

BEN|EN team will provide design support during construction to address any redesign effort that might arise from varying existing conditions. BEN|EN will provide recommendations for modifying the Coloma @ Dolecetto intersection to address pedestrian safety.

Subtask 8.2. Construction Assistance

BEN|EN team will attend the pre-construction meeting and will assist the City staff to review any RFI and change order requests. BEN|EN will also perform field reviews during construction as requested by the City. Our team will assume up to eight (8) field visits and needing to respond to up to eight (8) RFI's.

Subtask 8.3. Record Drawings

Upon completion of construction, BEN|EN team will provide Record Drawing and Electronic file submittal in accordance to the City of Rancho Cordova Specifications for Digital Submission of Civil Engineering Plans (version 1.2).

INITIALS:

Fee Estimate for Addendum No. 1

ATTACHMENT 2



Client: City of Rancho Cordova

Consultant: Bennett Engineering Services Inc

Project: Cordova Park Safe Routes to School Project

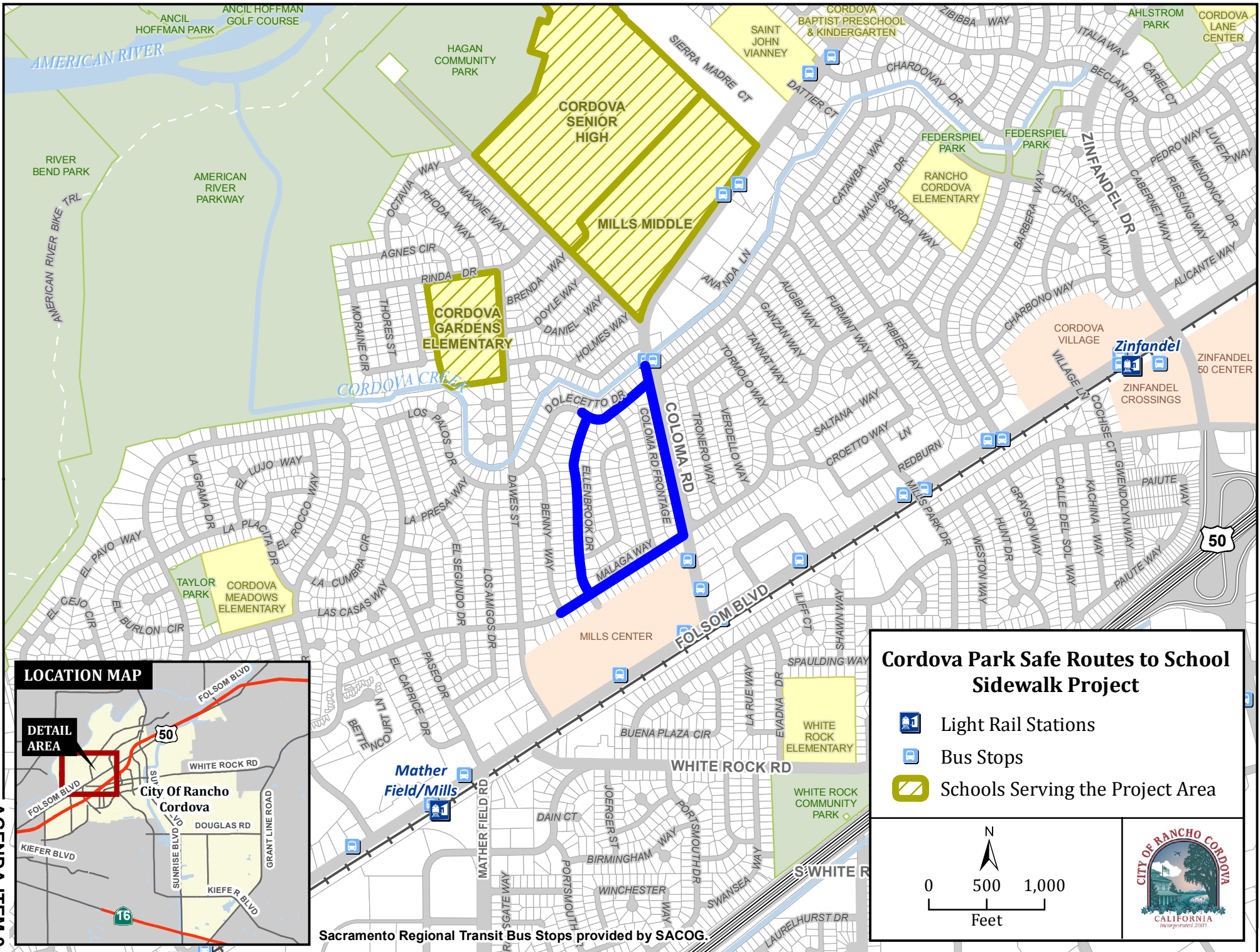
Date: 10/04/2019

Fee Estimate	Project Manager III 185 \$/hr		Engineer II 160 \$/hr		Administrative 75 \$/hr		BEN EN Subtotal		MISC. EXPENSES	UNICO Contract	Y & C Contract	TOTAL
	Qty	Cost	Qty	Cost	Qty	Cost	Qty	Cost				
Task 8: Design Refinements												
8.1 - Design Support during Construction	20 hrs	\$3,700	56 hrs	\$8,960	hrs	\$0	76 hrs	\$12,660	\$0	\$0	\$0	\$12,660
8.2 - Construction Assistance	4 hrs	\$740	16 hrs	\$2,560	4 hrs	\$300	24 hrs	\$3,600	\$0	\$0	\$1,000	\$4,600
8.3 - Record Drawings	2 hrs	\$370	8 hrs	\$1,280	2 hrs	\$150	12 hrs	\$1,800	\$0	\$0	\$200	\$2,000
Subtotal	26 hrs	\$4,810	80 hrs	\$12,800	6 hrs	\$450	112 hrs	\$18,060	\$0	\$0	\$1,200	\$19,260
PROJECT TOTAL	26 hrs	\$4,810	80 hrs	\$12,800	6 hrs	\$450	112 hrs	\$18,060	\$0	\$0	\$1,200	\$19,260

Additional Fee Information

- ▶ This fee estimate is valid for 90 days.
- ▶ This fee estimate contains an abbreviated list of staff classifications and does not restrict BEN|EN to those classifications. The Standard Rate Schedule with a full list of staff classifications is available upon request.
- ▶ Standard hourly rates do not apply to a demand to perform work during an overtime period. Work required to be performed during an overtime period (as mandated by California law) will be charged at a 50% premium.
- ▶ Substantial changes in the required scope of work or schedule may result in the revision of the proposed fees and total contract amount.

INITIALS:



MEMORANDUM

DATE: November 18, 2019

TO: Honorable Mayor and Council Members

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

SUBJECT: **A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT AMENDMENT NO. 62-2018-2 TO INCREASE THE CONTRACT AMOUNT FROM \$485,767 TO AN AMOUNT NOT TO EXCEED \$499,997 WITH BENNETT ENGINEERING SERVICES FOR DESIGN, ENVIRONMENTAL AND RIGHT-OF-WAY SERVICES FOR THE SUNRISE BOULEVARD REHABILITATION PROJECT.**



RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution will authorize the City Manager to execute Contract Amendment No. 62-2018-2 with Bennett Engineering Services to increase the contract amount from \$485,767 to an amount not to exceed \$499,997 for design, environmental and right-of-way services for the Sunrise Boulevard Rehabilitation Project.

BACKGROUND

Sunrise Boulevard between Folsom Boulevard and White Rock Road has been identified as a priority road rehabilitation project. The purpose of the Sunrise Boulevard Rehabilitation Project is to renovate Sunrise Boulevard between Folsom Boulevard and White Rock Road.

In May 2018, Bennett Engineering was awarded Contract 62-2018 in the amount of \$215,367. The base scope of work included the preparation of design plans for road rehabilitation, median landscaping, ADA improvements and installation of intelligent transportation system Elements along Sunrise Boulevard from Folsom Boulevard to Folsom South Canal.

In January 2019, Council approved a contract amendment 62-2018-1 to cover additional project scope that included a multi-use shared path along the east side of Sunrise Boulevard from the Folsom South Canal Trail to Citrus Road, then bike lane facilities along Citrus Road to the Sunrise Light Rail Station.

The inclusion of bike lane facilities on Citrus Road is important, as it establishes a connection to a regional multi-modal transportation hub at the Sunrise Light Rail Station, while filling in critical gaps in the City's extensive bicycle network.

The proposed contract Amendment 62-2018-2 will cover additional engineering and landscaping design effort to complete the design phase of the project. This amendment will increase the contract to \$499,997.

Construction is tentatively scheduled for Spring 2020.

FISCAL IMPACT

Funding for this project is comprised of Community Enhancement Funds (\$1,243,000), Gas Tax, Road Maintenance and Rehabilitation Fund, New Measure A Construction and Supplemental Transportation Fund.

The project is included in the City's approved Capital Improvement Plan and in the 2019/20 budget.

ATTACHMENTS

1. Resolution
2. Contract Amendment No. 62-2018-2

ATTACHMENT 1**CITY OF RANCHO CORDOVA****RESOLUTION NO. XX-2019**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT
AMENDMENT NO. 62-2018-2 FOR THE SUNRISE BOULEVARD REHABILITATION
PROJECT WITH BENNETT ENGINEERING TO INCREASE THE CONTRACT AMOUNT
FROM \$485,767 TO AN AMOUNT NOT TO EXCEED \$499,997 FOR THE SUNRISE
BOULEVARD REHABILITATION PROJECT**

WHEREAS, on May 7, 2018 the City of Rancho Cordova approved contract 62-2018 in the amount of \$215,367 with Bennett Engineering for consulting services to design the Sunrise Boulevard Rehabilitation Project; and

WHEREAS, on January 22, 2019 the City of Rancho Cordova approved Contract Amendment No. 62-2018-1, increasing the contract amount from \$215,367 to \$485,767 to cover the additional scope of work services; and

WHEREAS, Contract Amendment No. 62-2018-2 will increase the contract amount from \$485,767 to \$499,997 to cover the additional engineering and landscape design services to complete the design phase; and

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

WHEREAS, funding consists of Community Enhancement Funds, Measure A, Gas Tax, Supplemental Transportation Tax and State Grant Funds.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA does authorize the City Manager to execute Contract Amendment No. 62-2018-2 with Bennett Engineering to increase the amount from \$485,767 to an amount not to exceed \$499,997 in a form approved by the City Attorney.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 18th day of November 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Robert J. McGarvey, Mayor

ATTACHMENT 1**ATTEST:**

Stacy Leitner, CMC
City Clerk

ATTACHMENT 2

CONTRACT NO. 62-2018-2

**SECOND AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF RANCHO CORDOVA AND BENNETT ENGINEERING
FOR THE SUNRISE BOULEVARD REHABILITATION PROJECT**

This Second Amendment to the Agreement for Professional Services ("Amendment") is made by and between the City of Rancho Cordova ("City" or "LOCAL AGENCY") and Bennett Engineering ("Professional" or "CONSULTANT") as of November 18, 2019. City and Professional are hereinafter collectively referred to as the "Parties."

RECITALS

WHEREAS, the Parties entered into a Professional Services Agreement ("PSA") dated May 7, 2018 for the purpose of providing engineering design services; and

WHEREAS, the Parties processed Amendment No. 1 to the PSA on January 22, 2019 for the purpose of providing additional design services to increase the project scope; and

WHEREAS, this second Amendment will reimburse the Professional for additional engineering and landscaping design services for work required to complete the design phase; 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.

NOW, THEREFORE, the Parties hereto agree as follows:

AGREEMENT

1. Section 1 of the PSA, "Services," provides a description of the Scope of Work required for the project. The Parties agree to amend Section 1 of the PSA to describe the revised Scoped of Work dated 11/04/2019, attached hereto as Exhibit A:
2. Section 2 of the PSA, combined with Amendment No 1, "Compensation," provides for the City to pay Professional a sum not to exceed \$485,767. 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 two sentences of Section 2 of the PSA is amended to read as follows:

"City hereby agrees to pay Professional a sum not to exceed \$499,997 (Four Hundred Ninety-Nine Thousand Nine Hundred Ninety-Seven Dollars), notwithstanding any contrary indications that may be contained in Professional's proposal, for services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Professional's Cost Proposal, attached as Exhibit B dated 11/04/2019, regarding the amount of compensation, this Agreement shall prevail."

3. The document entitled "Fee Estimate" attached hereto as Exhibit B dated 11/04/2019, shall replace and supersede the PSA's Exhibit B.
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.

ATTACHMENT 2
ATTACHMENT 2
CONTRACT NO. 62-2018-2

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, P.E. ("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:

Mr. Leo Rubio, P.E., President
Bennett Engineering Services Inc.
1082 Sunrise Avenue, Suite 100
Roseville, CA 95661 LRubio@Ben-En.com

Any written notice to City shall be sent to:

Mr. Edgar Medina, P.E.
City of Rancho Cordova
2729 Prospect Park Drive
Rancho Cordova, CA 95670 emedina@cityofranchocordova.org

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

Leo Rubio, President

Date: _____

Date: _____

Attest:

Stacy Leitner, CMC, City Clerk

Date: _____

Approved as to Form:

Adam Lindgren, City Attorney

Date: _____

Amendment No. 2 - Scope of Services

Client: City of Rancho Cordova

Consultant: Bennett Engineering Services Inc

Project: South Sunrise Boulevard Pavement Rehabilitation

Date: November 5, 2019



TRUSTED ENGINEERING ADVISORS

Bennett Engineering Services
1082 Sunrise Avenue, Suite 100
Roseville, California 95661

T 916.783.4100
F 916.783.4110

www.ben-en.com

Consultant's services shall be limited to those expressly set forth below, and Consultant shall have no other obligations or responsibilities for the Project or to the Client except as agreed to in writing or as provided in this Agreement. All of Consultant's services in any way related to the Project or Client shall be subject to the terms of this Agreement.

TASK 5. Final Plans, Specifications, and Estimate Documents

Subtask 5.3 100% and Final Plans, Specifications, and Estimate

Prepare and submit Plans, Specifications and Estimates to the City for review and comment. Previous review comments received from the City will be tabulated; responses will be addressed and incorporated on the project plans as necessary. Upon verification of all comment incorporated into the 100% submittal, BENEN will provide the stamp copy of the PS&E. Additional revision to plan set will be done as part of an amendment if required at this phase of the project.

Amendment No. 2 Items as requested by the City of Rancho:

Bennett Engineering Services (BEN|EN) is requesting to amend the current scope of work. The following items summarize the requests for scope change:

- Incorporate additional comments from Operations and Maintenance (Helix)
- Incorporate additional comments from City of Rancho's Construction Management Sub
- Modify the design along Citrus Road from Sunrise Blvd to Trade Center Drive from cycle track to Class II bike lanes with parking
- Revise usage of cobble along landscape median (Helix)
- Modify curb ramps at east of Sunrise from the Canal to Citrus Road to include a 6' landing; regrade curb ramps

Fee Estimate (Amendment No. 2)

Client: City of Rancho Cordova

Consultant: Bennett Engineering Services Inc

Project: South Sunrise Boulevard Pavement Rehabilitation

Date: November 4, 2019

EXHIBIT B



ATTACHMENT 2

Fee Estimate	Project Manager IV 201 \$/hr		Engineer IV 191 \$/hr		Engineer II 165 \$/hr		Engineer I 149 \$/hr		Designer III 155 \$/hr		Administrative 80 \$/hr		BEN EN Subtotal		MISC. EXPENSES	Helix Contract	AMENDMENT NO. 2 TOTAL	Current Budget	New Budget			
	ORIGINAL + AMEND NO. 1 TOTAL		ORIGINAL + AMEND NO. 1 TOTAL		ORIGINAL + AMEND NO. 1 TOTAL		ORIGINAL + AMEND NO. 1 TOTAL		ORIGINAL + AMEND NO. 1 TOTAL		ORIGINAL + AMEND NO. 1 TOTAL		ORIGINAL + AMEND NO. 1 TOTAL					ORIGINAL + AMEND NO. 1 TOTAL	ORIGINAL + AMEND NO. 1 TOTAL			
	Qty	Cost	Qty	Cost	Qty	Cost	Qty	Cost	Qty	Cost	Qty	Cost	Qty	Cost								
Task 1: Project Management																						
1.1 - Meetings and Field Reviews	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$8,944	\$8,944			
1.2 - Project Schedule	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$2,458	\$2,458			
1.3 - Agency Coordination	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$4,002	\$4,002			
1.4 - Monthly Invoices and Status Reports	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$10,724	\$10,724			
1.5 - Quality Control	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$5,916	\$5,916			
Subtotal	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$32,044	\$32,044			
Task 2: Topographic Survey and Mapping																						
2.1 - Topographic Surveying and Mapping (Scope Change)	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$13,145	\$13,145			
2.2 - Utility Lid and Rim Survey	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$3,220	\$3,220			
2.3 - Monument Perpetuation and Preservation (Optional)	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$3,450	\$3,450			
2.4 - Aerial and Photogrammetric Surveying and Mapping (New Scope)	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$10,925	\$10,925			
2.5 - Boundary Determination (New Scope)	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$4,400	\$4,400			
2.6 - Plat & Legals (New Scope)	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$7,878	\$7,878			
2.7 - Temporary Construction Easements Appraisals (New Scope)	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$23,764	\$23,764			
2.8 - Temporary Construction Easements Acquisitions (New Scope)	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$17,047	\$17,047			
Subtotal	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$83,829	\$83,829			
Task 3 Utility Coordination																						
3.1 - Utility Letters ABC (Scope Change)	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$19,904	\$19,904			
3.2 - Utility Relocation Coordination & ROI (New Scope)	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$10,692	\$10,692			
3.3 - ROW Cert (New Scope)	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$2,084	\$2,084			
3.4 -	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$0	\$0			
Subtotal	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$32,680	\$32,680			
Task 4: Preliminary Engineering, Pavement Evaluation and Recommendations, Preliminary Landscape Design																						
4.1 - Preliminary Engineering (Scope Change)	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0.00	\$24,852	\$24,852			
4.2 - Pavement Evaluation and Recommendations (Scope Change)	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0.00	\$13,477	\$13,477			
4.3 - Preliminary Landscape Design (Scope Change)	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0.00	\$19,135	\$19,135			
4.4 - Preliminary Environmental Study (New Scope)	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0.00	\$12,409	\$12,409			
4.5 - Notice of Exemption/Categorical Exemption (New Scope)	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0.00	\$2,123	\$2,123			
4.6 - Visual Impact Analysis Technical Memo (New Scope)(Optional)	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0.00	\$0	\$0			
4.7 - Natural Environmental Study (Minimal Impact)(New Scope)(Optional)	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0.00	\$0	\$0			
4.8 - Initial Site Assessment (ISA) (New Scope) (Optional)	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0.00	\$7,294	\$7,294			
4.9 - Aerially Deposited Lead (ADL) Investigation (New Scope) (Optional)	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0.00	\$0	\$0			
Subtotal	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0.00	\$79,290	\$79,290			
Task 5 Final Plans, Specifications, and Estimate Documents																						
5.1 - 65% Plans, Specifications & Estimate (Scope Change)	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$116,683	\$116,683			
5.2 - 90% Plans, Specifications & Estimate (New Scope)	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$51,004	\$51,004			
5.3 - 100% Final Plans, Specifications, and Estimate	1 hrs	\$201	10 hrs	\$1,910	46 hrs	\$7,590	1 hrs	\$149	6 hrs	\$930	hrs	\$0	64 hrs	10,780.00	\$0	\$3,450	\$14,230	\$73,939	\$88,169			
Subtotal	1 hrs	\$201	10 hrs	\$1,910	46 hrs	\$7,590	1 hrs	\$149	6 hrs	\$930	hrs	\$0	64 hrs	10,780.00	\$0	\$3,450	\$14,230	\$241,626	\$255,856			
Task 6 Bidding and Construction Assistance																						
6.1 - Bidding Assistance	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$6,369	\$6,369			
6.2 - Construction Assistance	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$8,359	\$8,359			
6.3 - Record Drawings (Optional Task)	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$1,570	\$1,570			
Subtotal	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	\$0	hrs	0.00	\$0	\$0	\$0	\$16,298	\$16,298			
PROJECT TOTAL	1 hrs	\$201	10 hrs	\$1,910	46 hrs	\$7,590	1 hrs	\$149	6 hrs	\$930	hrs	\$0	64 hrs	10,780.00	\$0	\$3,450	\$14,230.00	\$485,767.00	\$499,997.00			

NO CHANGE IN FEE

\$14,230

\$215,367

\$485,767

\$499,997

INITIALS:

MEMORANDUM

DATE: November 18, 2019

TO: Honorable Mayor and Council Members

FROM: Kim Juran-Karageorgiou, Administrative Services Director

SUBJECT: Treasurer's Report – September 30, 2019



RECOMMENDATION

This report is informational only. It is recommended that the City Council receive and file the September 30, 2019 Treasurer's Report.

RESULT OF RECOMMENDED ACTION

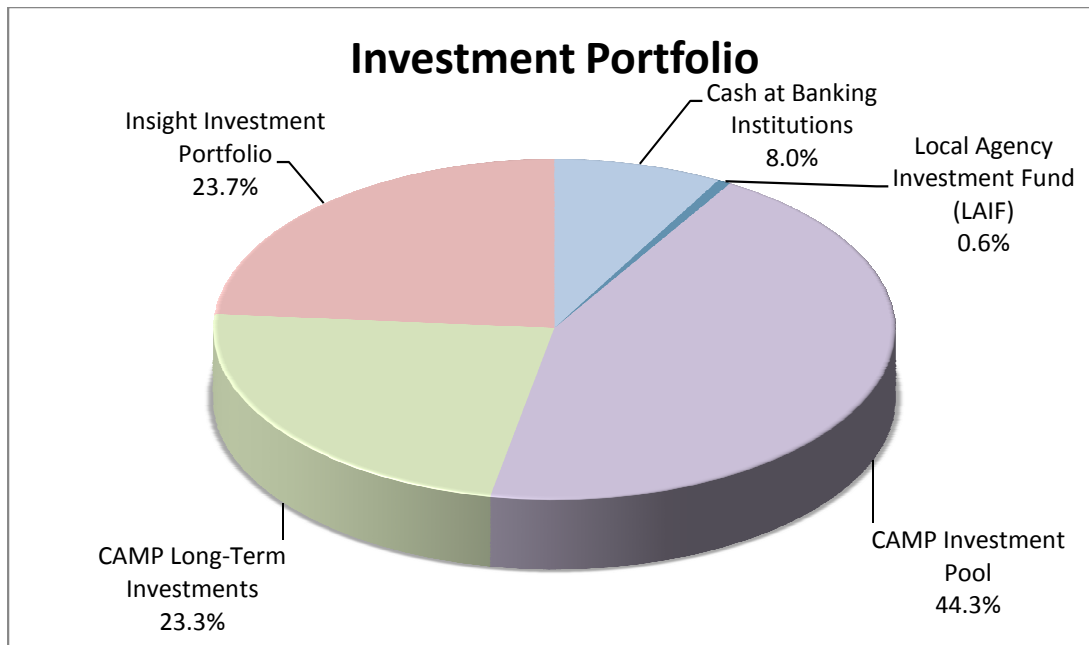
The Treasurer's Report is required to be submitted to the City Council at least quarterly in accordance with California Government Code Section 53600 et. seq. The purpose of the Treasurer's Report is to update the City Council and the public on the status of the City's cash balances and investments and highlight material changes from one period to another. The scope of this report covers the third quarter of this calendar year, ending September 30, 2019, and is in compliance with the State's reporting requirements.

BACKGROUND

Attached is the quarterly Treasurer's Report for the period ending September 30, 2019. Treasurer's Reports are provided to Council on a quarterly basis.

At June 30, 2019, the value of the City's total portfolio was \$174.4 million. Since that time, the balances decreased by \$6.2 million with an ending balance of \$168.2 million as of September 30, 2019. The funds are held as follows:

Investment Distribution	Par Value	Market Value
Cash at Banking Institutions	13,522,363	13,522,363
Local Agency Investment Fund (LAIF)	1,060,108	1,060,108
CAMP Investment Pool	74,540,930	74,540,930
CAMP Long-Term Investments	39,200,309	39,509,640
Insight Investment Portfolio	39,849,996	40,439,791
Total	168,173,705	169,072,831



At September 30, 2019 the City's cash balance was allocated by fund type/purpose as follows:

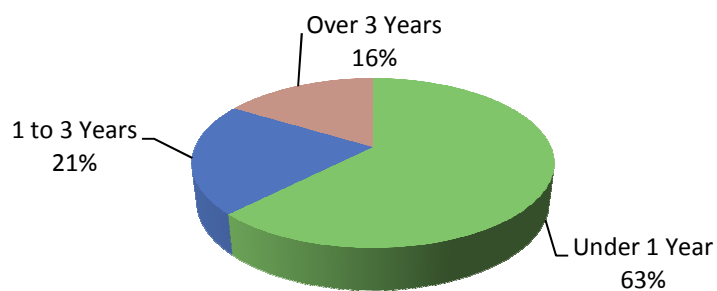
- General Fund: \$30.7 million
- Community Enhancement Fund: \$9.5 million
- Sunrise Development Impact Fees (restricted for specific improvements needed as a result of development in the area): \$28.3 million
- Transportation Funds: \$49.4 million
- Storm Drain Fund: \$14.0 million
- Capital Projects/Grant/Special Revenue Funds: \$30.6 million
- Agency Funds (monies held on behalf of other agencies): \$5.7 million

The overall portfolio is well diversified with \$79.1 million invested in marketable securities, \$75.6 million is invested in short-term investments that are considered liquid (LAIF, CAMP, and money markets), and another \$13.5 million is on deposit with our banks, which includes \$10.3 million on deposit with two local banks as part of the City's participation in the RISE program. Staff, in conjunction with our financial advisors, periodically reviews the mix of liquid and long-term investments and adjusts the portfolio according to the market conditions and our short-term cash needs.

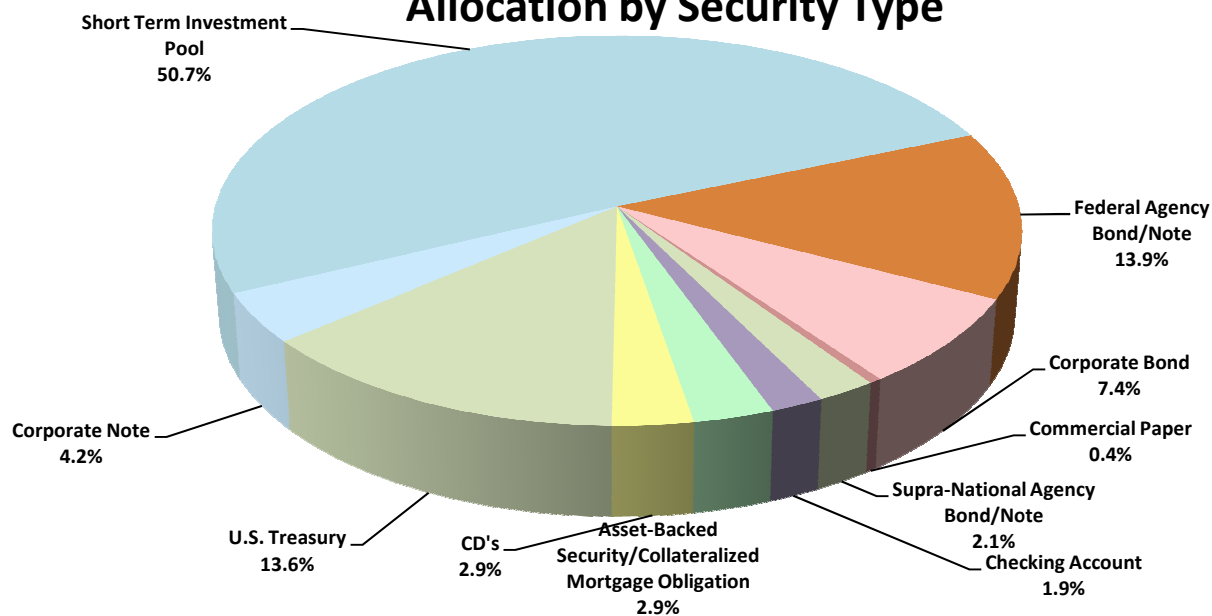
Staff thoroughly reviews investment statements and makes appropriate inquiries of its investment advisors to confirm the existence and viability of the City's assets. The City invests conservatively in investment policy options in accordance with California State Government Code. The long-term assets are in securities that can be held to maturity, thus are less vulnerable to the fluctuations of the market. All securities are in compliance with the City's investment policy. There are sufficient funds to meet the City's expenditure requirements for the next six months.

The distributions of investments are displayed in the following charts:

Investment Ladder



Allocation by Security Type



ATTACHMENT

1. City of Rancho Cordova Treasurer's Report as of September 30, 2019

**City of Rancho Cordova
Treasurer's Report September 30, 2019**

ATTACHMENT 1

Security Held	Coupon	Par Value	Cost	Market Value
Wells Fargo Checking	Kim Juran: negative due to security purchase that settled after 9/30/19	3,193,511	3,193,511	3,193,511
Wells Fargo Adv Treasury Plus MMF		(648,004)	(648,004)	(648,004)
American River Bank	2.34	5,164,122	5,164,122	5,164,122
Five Star Bank	2.38	5,164,730	5,164,730	5,164,730
Local Agency Investment Fund (LAIF)	2.45	1,060,108	1,060,108	1,060,108
California Asset Management Program (CAMP)		74,540,930	74,540,930	74,540,930
Insight Investment Portfolio				
Pepsi Co Inc.	1.35	650,000	647,127	649,947
Apple Inc.	1.8	400,000	395,356	399,888
Microsoft Corp	1.85	750,000	751,725	749,373
TWDC Enterprises 18 Corp	1.95	700,000	702,198	699,674
Pfizer Inc	5.2	800,000	857,616	821,335
American Honda Finance	3.15	600,000	600,720	609,428
Cisco Systems Inc	2.2	850,000	842,019	854,401
Berkshire Hathaway Inc	2.2	600,000	603,558	603,115
Citibank NA	3.4	1,000,000	1,013,890	1,023,489
Caterpillar Finl Service	3.15	1,000,000	1,012,100	1,020,688
Wells Fargo Bank NA	3.625	1,000,000	1,018,780	1,028,962
John Deere Capital Corp	2.65	593,000	601,201	602,318
Toyota Motor Credit Corp	2.6	1,000,000	1,002,090	1,015,825
American Express Credit	2.7	500,000	507,845	508,712
JPMorgan Chase & Co	3.25	1,000,000	1,014,000	1,033,600
Chevron Corp	3.191	400,000	408,976	417,025
US Bank NA Cincinnati	3.4	650,000	682,091	681,126
Federal Home Loan Bank	1.5	850,000	839,690	849,840
Federal Farm Credit Bank	1.95	1,000,000	991,310	1,000,337
Federal Farm Credit Bank	2.05	800,000	793,944	800,557
Federal Home Loan Bank	2.125	1,000,000	993,417	1,000,927
Federal Home Loan Bank	1.375	500,000	497,442	498,313
Federal Farm Credit Bank	1.5	950,000	940,196	947,291
Federal Farm Credit Bank	2.5	1,000,000	999,270	1,009,062
Federal Farm Credit Bank	2.54	1,000,000	1,000,960	1,012,475
Federal Home Loan Bank	3.625	800,000	822,176	825,407
Fannie Mae	2	1,000,000	992,380	1,007,155
Federal Home Loan Bank	2.5	1,000,000	1,004,720	1,020,602
Fannie Mae	2	1,000,000	988,920	1,010,157
Fannie Mae	2.375	980,000	998,228	1,004,356
Federal Farm Credit Bank	2.25	840,000	853,524	857,403
Federal Home Loan Bank	2.75	1,000,000	1,014,968	1,035,096
Federal Farm Credit Bank	2.25	1,000,000	996,160	1,021,750
Freddie Mac	2.75	1,000,000	1,015,570	1,040,428
Fannie Mae	2.875	985,000	1,022,617	1,032,274
Federal Farm Credit Bank	2.3	1,100,000	1,122,682	1,130,105
Federal Farm Credit Bank	2.23	2,100,000	2,129,175	2,153,797
Freddie Mac	1.5	750,000	750,600	749,291
Freddie Mac	1.5	750,000	750,278	748,615
USA Treasury	1.5	1,000,000	990,000	999,510
USA Treasury	3.375	750,000	763,711	751,188
USA Treasury	2.25	1,000,000	998,988	1,010,117
USA Treasury	1.75	1,000,000	983,164	1,004,375
USA Treasury	1.625	1,000,000	977,855	1,000,859
USA Treasury	1.75	850,000	854,549	854,947
USA Treasury	1.375	1,000,000	985,941	992,656

**City of Rancho Cordova
Treasurer's Report September 30, 2019**

ATTACHMENT 1 ATTACHMENT 1

Security Held	Coupon	Par Value	Cost	Market Value
		40,498,000	40,733,724	41,087,795
CAMP Long-Term Investments				
Toyota ABS 2017-B A3	1.76	384,976	384,946	384,426
ALLY ABS 2017-3 A3	1.74	148,006	147,991	147,801
HAROT 2017-3 A3	1.79	82,145	82,136	82,076
ALLY ABS 2017-4 A3	1.75	184,959	184,957	184,658
ALLYA 2017-5 A3	1.99	222,903	222,886	222,825
FORDO 2017-C A3	2.01	600,732	600,624	600,535
Citibank ABS 2017-A3 A3	1.92	700,000	701,869	699,538
TAOT 2018-A A3	2.35	175,000	174,998	175,385
ALLYA 2018-2 A3	2.92	250,000	249,955	251,699
ALLYA 2018-3 A3	3.0	350,000	349,976	353,115
HAROT 2018-4 A3	3.16	350,000	349,948	356,928
CCCIT 2018-A1 A1	2.49	350,000	349,952	352,575
VALET 2018-2 A3	3.25	325,000	324,986	330,562
COMET 2019-A2 A2	1.72	700,000	699,824	697,179
Credit Suisse New York Cert Depos	2.67	350,000	350,000	350,902
UBS AG Stamford CT LT CD	2.9	400,000	400,000	401,628
WestPac Banking Corp NY CD	2.05	625,000	625,000	626,308
Bank of Montreal Chicago Cert Depos	3.19	630,000	630,000	635,348
Sumitomo Mitsui Bank NY Certs Depos	3.39	360,000	359,510	365,894
Swedbank (New York) Cert Depos	2.27	700,000	700,000	701,314
Royal Bank of Canada NY CD	3.24	625,000	625,000	639,942
MUFG Bank LTD/NY Cert Depos	2.98	350,000	350,000	359,650
Nordea Bank ABP New York Cert Depos	1.85	400,000	400,000	400,440
Skandinav Enskilda Bank LT CD	1.86	400,000	400,000	400,555
MUFG Bank LTD/NY Comm Paper	0	750,000	735,263	745,428
Microsoft Corp Notes	1.85	300,000	299,799	299,857
Toyota Motor Credit Corp	1.95	300,000	299,862	300,023
Home Depot Inc Corp Notes	1.8	175,000	174,899	174,764
Caterpillar Finl Service Note	1.85	275,000	274,769	274,633
Paccar Financial Corp Note	2.05	150,000	149,987	150,223
Wal-Mart Stores Inc Corp Note	1.9	350,000	349,493	350,777
IBM Corp Corp Notes	2.65	350,000	349,829	353,107
National Rural Util Coop Note	2.9	150,000	149,834	151,879
National Rural Util Coop Note	2.9	200,000	199,154	202,506
Toyota Motor Credit Corp Notes	2.95	180,000	179,928	182,901
Bank of America Corp Note	2.625	35,000	35,272	35,313
American Express Credit (Callable) Notes	2.25	500,000	502,735	501,774
Hershey Company Corp Notes	3.1	150,000	149,897	152,506
Charles Schwab Corp Notes	3.25	225,000	224,993	229,641
Bank of America Corp (Callable)	2.328	225,000	225,000	225,252
Citigroup Inc Corp (Callable) Note	2.9	350,000	354,165	355,164
John Deere Capital Corp Notes	2.65	250,000	248,898	253,928
Paccar Financial Corp Note	2.85	100,000	99,912	101,872
Bank of America Corp Notes	3.499	90,000	90,000	91,786
JPMorgan Chase & Co Bonds	3.207	375,000	375,000	384,138
PNC Bank NA Corp Notes	3.5	375,000	377,670	395,918
Morgan Stanely Corp Notes	3.875	375,000	396,484	398,936
American Honda Finance Corp Note	2.4	375,000	373,140	379,043
Goldman Sachs Group Inc Bonds	3.85	375,000	392,468	396,968
BB&T Corporation Corp Bonds	2.5	375,000	375,623	378,009
Walt Disney Company	1.75	375,000	373,470	371,305
FHLMC Notes	1.875	700,000	699,328	700,722
FHLB Global Note	1.125	700,000	695,743	693,215
FNA 2018-M5 A2	3.56	187,019	190,739	190,483
FHLMC Series K721 A2	3.09	200,000	201,703	204,542
FHMS KP05 A	3.203	169,569	169,568	172,493
Inter-American Devel. Bank Note	1.625	700,000	698,341	698,646

City of Rancho Cordova
Treasurer's Report September 30, 2019

ATTACHMENT 1

Security Held	Coupon	Par Value	Cost	Market Value
Intl Bank of Reconstruction and Dev Note	1.561	850,000	847,960	848,128
Inter-American Development Bank	2.125	700,000	706,488	702,164
International Finance Corporation Note	2.635	350,000	349,738	352,596
Inter-American Devel. Bank Note	2.625	215,000	214,527	217,782
Intl Bank of Reconstruction and Dev Note	2.75	750,000	748,245	763,883
U.S. Treasury Notes	1.75	150,000	154,717	149,900
U.S. Treasury Notes	2	235,000	243,491	235,826
U.S. Treasury Notes	1.375	1,250,000	1,217,529	1,242,969
U.S. Treasury Notes	2	825,000	827,481	830,092
U.S. Treasury Notes	2	1,000,000	1,010,898	1,006,172
U.S. Treasury Notes	2	1,150,000	1,156,963	1,157,098
U.S. Treasury Notes	1.25	600,000	588,492	595,125
U.S. Treasury Notes	1.875	350,000	337,723	352,365
U.S. Treasury Notes	1.875	450,000	435,621	453,041
U.S. Treasury Notes	1.875	800,000	789,844	805,406
U.S. Treasury Notes	1.625	425,000	407,170	425,564
U.S. Treasury Notes	2.125	500,000	482,949	508,535
U.S. Treasury Notes	2.125	850,000	824,434	864,510
U.S. Treasury Notes	2.125	850,000	828,949	864,510
U.S. Treasury Notes	2.125	1,500,000	1,478,379	1,525,605
U.S. Treasury Notes	2.125	1,900,000	1,869,867	1,932,433
U.S. Treasury N/B Notes	1.625	500,000	481,855	500,977
U.S. Treasury N/B Notes	1.625	500,000	486,387	500,977
U.S. Treasury N/B Notes	1.625	700,000	683,156	701,367
U.S. Treasury N/B Notes	1.625	900,000	892,934	901,758
U.S. Treasury N/B Notes	1.625	850,000	844,389	851,826
		39,200,309	38,987,704	39,509,640
TOTAL		168,173,705	168,196,825	169,072,831

MEMORANDUM

DATE: November 18, 2019

TO: Honorable Mayor and Council Members

FROM: Stacy Delaney, Community Enhancement Analyst II

SUBJECT: **COMMUNITY ENHANCEMENT FUND CITIZEN OVERSIGHT BOARD AT-LARGE STUDENT APPOINTMENTS**



RECOMMENDATION

It is recommended that Council appoint, by a majority vote, two (2), one-year term at-large student appointees to fill the youth vacancies on the Community Enhancement Fund Citizen Oversight Board.

RESULT OF RECOMMENDED ACTION

The two (2) at-large appointees will be appointed to provide a review and audit of how tax revenues from Measure H are spent by the City and provide feedback.

BACKGROUND

With the passage of Measure H in 2014, the City Council expressed interest in establishing an oversight board that would review the way Community Enhancement Funds were spent providing an additional layer of transparency to the community.

At the City Council meeting on October 16, 2017, the City Council adopted Resolution 129-2017 establishing a Community Enhancement Fund Citizen Oversight Board with the goal of having the Board members appointed in 2018. The original Board took their oath of office in May of 2018 with five residents serving a two-year term and one at-large student representative serving a one-year term. The at-large student representative from Folsom Cordova Unified School District finished his term in 2019. During the inaugural year of the Community Enhancement Fund Citizen Oversight Board, no Promise Program student attending Folsom Lake College applied to serve. Per prior City Council direction, it was desired that the high school representative will rotate among the three primary school districts serving Rancho Cordova with Sacramento City Unified School District next, then followed by Elk Grove Unified School District.

Consistent with the prior direction, City staff coordinated with Sacramento City Unified School District and Folsom Lake College to receive recommendations for student representation on the Board. One student recommended by George Washington Carver School of Arts and Science and one Promise Program student attending Folsom Lake College applied to serve as an at-large appointee. City staff verified that the address of each applicant is within the jurisdiction of Rancho Cordova and that they attended either a high school in Rancho Cordova within the Sacramento City Unified School District or attend a Folsom Lake College campus as a current Promise Program recipient. Additionally, staff verified that any student under the age of 18

years of age submitted a waiver signed by their parent/guardian giving permission for them to participate.

FISCAL IMPACT

The only fiscal impact is the cost of staff time to prepare for and participate in Oversight Board meetings which is already included as part of the Community Enhancement Fund administrative allocation. No Community Enhancement Fund Citizen Oversight Board member, including at-large student appointees, receive compensation for their service.

ATTACHMENT

1. Community Enhancement Fund Citizen Oversight Board Application Submittals

Stacy Delaney

From: sdelaney@cityofranchocordova.org
Sent: Tuesday, November 12, 2019 10:50 AM
To: Daniel Leonardich; Stacy Delaney
Subject: Community Enhancement Fund Citizen Oversight Board at-Large Student Application Submittal

A new entry to a form/survey has been submitted.

Form Name: Community Enhancement Fund Citizen Oversight Board At-Large Student Application
Date & Time: 11/12/2019 10:50 AM
Response #: 2
Submitter ID: 10216
IP address: 207.166.7.207
Time to complete: 41 min. , 31 sec.

Survey Details

Page 1

Background

With the passage of Measure H, a 1/2 cent sales tax measure in 2014, the City Council expressed interest in establishing an oversight board that would review the manner in which Community Enhancement Funds were spent. This oversight board was established in 2018 to provide an additional layer of transparency to the community.

Apply Now

The City of Rancho Cordova is looking for two student representatives to serve on the Measure H/Community Enhancement Fund Citizen Oversight Board. The at-large student application closes on Tuesday, November 12, 2019.

Eligibility Requirements

To be eligible to apply to serve a one-year term as a student at-large appointee on the Community Enhancement Fund Citizen Oversight Board you must be a resident of Rancho Cordova and also attend either a Rancho Cordova high school within the Sacramento City Unified School District or attend Folsom Lake College as a Folsom Lake College/Rancho Cordova Promise Program student. It is anticipated that the City Council will appoint one high school student and one college student to the board. The high school student representation on the Community Enhancement Fund Oversight Board will rotate annually among the school districts serving Rancho Cordova. Additionally, the high school student should be no older than a junior in high school since the one-year term will cross academic schools years. The Folsom Lake College student must be a current or past Folsom Lake College/Rancho Cordova Promise Program recipient.

Meeting Frequency

It is anticipated that the board will met 2-3 times per year in the late afternoon to early evening hours. The first board meeting to attend will be on Friday, November 22, 2019, at 6 p.m. City Council is currently scheduled to appoint the at-large student representatives to the Community Enhancement Fund Citizen Oversight Board on Monday, November 18,

ATTACHMENT 1

2019, during the regular City Council meeting. It's desired that the students attend that meeting too, but it's not a requirement. After the November 22nd meeting, the board will not reconvene again until approximately August or September of 2020.

Why apply?

This is a great opportunity for students to get a behind-the-scenes look at the \$8+ million dollar annual Community Enhancement Fund program, provide their voice and perspective, be part of a City Council appointed board, and become more involved with their community.

Community Enhancement Fund Citizen Oversight Board members, including at-large student appointees, will not receive any compensation for their service. If a student appointee has a community service requirement through their school, City staff may sign-off on the volunteer hours the student spends on the Board.

Roles and Responsibilities

The Community Enhancement Fund Citizen Oversight Board's roles and responsibilities shall be as follows:

- Review the accomplishments achieved with Community Enhancement Fund dollars for each fiscal year to be highlighted in the City's annual Community Enhancement Fund Citizen Report and provide feedback to staff.
- Confirm the amount of revenues received in the prior fiscal year in comparison to the budget.
- Review actual expenditures to ensure that they were in alignment with the Community Enhancement Fund grant awards and budget allocation approved by the City Council.
- Review each Community Enhancement Fund grantee's compliance with the City's reporting requirements and make recommendations to exclude noncomplying organizations from future award cycles to the City Council for consideration.
- Any amended or additional responsibilities as determined by a majority vote of the full City Council.

It should be noted that all data to be reviewed will be summarized by staff for ease of review. Community Enhancement Fund Citizen Oversight at-large student members will be tasked with reviewing these summary reports. Decisions regarding the award of Community Enhancement Fund dollars will not be the responsibility of the oversight board and will remain a City Council function.

What is your full name?

Alicia Belen Hernandez

What is your home address? (Include street number, street name, city, state, and zip code)

[REDACTED]

What is your phone number?

Phone number [REDACTED]

What is your Email?

[REDACTED]

What is the name of the school you currently attend?

George Washington Carver school of Arts and Science

What grade level are you currently in?

11

ATTACHMENT 1

If appointed by City Council, you will be required to fill out and submit a Statement of Economic Interests, Form 700. [Click here to download the Statement of Economic Interests, Form 700.](#) That form will become public record and is used to ascertain potential conflicts of interest. The Form 700 is not required at the application stage. It's here for informational purposes only.

If you are under the age of 18, you must submit the release of liability and volunteer agreement form when submitting your application. Parent/guardian signature is required to allow a child to be considered for a student at-large appointee on the Community Enhancement Fund Citizen Oversight Board. [Click here to download the Release of Liability & Volunteer Agreement Form.](#)

List your past experience serving within the community of Rancho Cordova.

I currently serve as student body president at George Washington Carver. I also represented our school in the state wide Poetry Out Loud county competition.

State why you want to serve on the Community Enhancement Fund Citizen Oversight Board.

As a student body president I want to be able to gain exposure and help out my community in any way I can. I hope through this opportunity I am able to gain leadership skills and communication skills.

Do you know of any reason such as a conflict of interest (financial or otherwise), which would adversely affect your ability to serve on the Community Enhancement Fund Citizen Oversight Board?

☐ No

If you answered yes, please explain.

If yes, list explanation Not answered

Use this space to provide any additional information or comments.

Not answered

Upload any additional documentation below. The completed application with all attachments must be received by the City of Rancho Cordova, 2729 Prospect Park Drive, Rancho Cordova, CA 95670 by Tuesday, November 12, 2019. Electronically submitted application materials will be accepted. If you prefer to email additional documentation and not utilize the upload feature, you may do so by submitting documents to sdelaney@cityofranhocordova.org.

Please note that City Hall is closed on Monday, November 11, 2019, in observance of Veterans Day. Late applications or supplemental documents will not be accepted. If you have any questions, call Stacy Delaney at (916) 851-8878.

Upload any additional
documentation here

I declare, under penalty of perjury, that all statements in this application are true and complete to the best of my knowledge and belief. I legally reside in the city limits of Rancho Cordova and am a student attending a Rancho Cordova high school within the Sacramento City Unified School District or a Folsom Lake College/Rancho Cordova Promise Program college student (current or past recipient) attending Folsom Lake College.

☐ Yes

Thank you,
City of Rancho Cordova

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

Stacy Delaney

From: sdelaney@cityofranchocordova.org
Sent: Tuesday, November 12, 2019 7:54 PM
To: Daniel Leonardich; Stacy Delaney
Subject: Community Enhancement Fund Citizen Oversight Board at-Large Student Application Submittal

A new entry to a form/survey has been submitted.

Form Name: Community Enhancement Fund Citizen Oversight Board At-Large Student Application
Date & Time: 11/12/2019 7:53 PM
Response #: 3
Submitter ID: 10218
IP address: 207.231.75.79
Time to complete: 41 min. , 31 sec.

Survey Details**Page 1****Background**

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Meeting Frequency

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ATTACHMENT 1

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- Any amended or additional responsibilities as determined by a majority vote of the full City Council.

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What is your full name?

Vanshit Thakkar

What is your home address? (Include street number, street name, city, state, and zip code)

[REDACTED]

What is your phone number?

Phone number [REDACTED]

What is your Email?

[REDACTED]

What is the name of the school you currently attend?

Folsom Lake College

What grade level are you currently in?

College Freshmen

ATTACHMENT 1

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If you are under the age of 18, you must submit the release of liability and volunteer agreement form when submitting your application. Parent/guardian signature is required to allow a child to be considered for a student at-large appointee on the Community Enhancement Fund Citizen Oversight Board. [Click here to download the Release of Liability & Volunteer Agreement Form.](#)

List your past experience serving within the community of Rancho Cordova.

When in Cordova High School, I was an operations officer. I have organized 26 events with the city of Rancho Cordova including: volunteering during the events like kids day at the city hall, color guard events at the city hall, color guard events at the VA, and volunteering at the California Capital Airshow. I personally attended a lot of them and have over 176 hours of community service through AFJROTC in Rancho Cordova.

State why you want to serve on the Community Enhancement Fund Citizen Oversight Board.

I want to give back to the community that I live in and has given me such a sublime environment to be in. This city has given me the opportunity to grow and get-ahead in my education through Rancho Cordova Promise Program. Because of that program I had the courage to graduate a year early from high school and right now I am an ASFLC student senator, president of FLC Esports Club, and most importantly an inspired student who is double majoring in Biological Science and Computer Science. I have the strength and the courage to do those things because of this city and its contribution to the student population. This is the reason why I want to serve in Community Enhancement Fund Citizen Oversight Board. I want to give back to the community that have helped me get the opportunity to be successful.

Do you know of any reason such as a conflict of interest (financial or otherwise), which would adversely affect your ability to serve on the Community Enhancement Fund Citizen Oversight Board?

☐ No

If you answered yes, please explain.

If yes, list explanation Not answered

Use this space to provide any additional information or comments.

I want to thank the city of Rancho Cordova for giving me the opportunity to apply as an at-large student representative.

Upload any additional documentation below. The completed application with all attachments must be received by the City of Rancho Cordova, 2729 Prospect Park Drive, Rancho Cordova, CA 95670 by Tuesday, November 12, 2019. Electronically submitted application materials will be accepted. If you prefer to email additional documentation and not utilize the upload feature, you may do so by submitting documents to sdelaney@cityofranhocordova.org.

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Upload any additional documentation here At-Large Student Rep RCHO CORDOVA.pdf

I declare, under penalty of perjury, that all statements in this application are true and complete to the best of my knowledge and belief. I legally reside in the city limits of Rancho Cordova and am a student attending a Rancho Cordova high school within the Sacramento City Unified School District or a Folsom Lake College/Rancho Cordova Promise Program college student (current or past recipient) attending Folsom Lake College.

☐ Yes

ATTACHMENT 1

Thank you,
City of Rancho Cordova

This is an automated message generated by the Vision Content Management System™. Please do not reply directly to this email.

MEMORANDUM

DATE: November 18, 2019

TO: Honorable Mayor and Council Members

FROM: Joseph Cuffe, Building Official



SUBJECT: ORDINANCES REPEALING AND REPLACING VARIOUS CHAPTERS OF TITLE 16 “BUILDINGS AND CONSTRUCTION”, BY ADOPTING BY REFERENCE STATE BUILDING CODES AND MAKING LOCAL AMENDMENTS TO PORTIONS THEREOF, AND ADOPTING OTHER RELATED CODES

RECOMMENDATION

Waive the second reading and adopt the Ordinances.

RESULT OF RECOMMENDED ACTION

Adoption of Ordinances will result in the City’s building codes being updated to current industry best practices and to coincide with new codes mandated by the state of California.

BACKGROUND

Every three years, the California Building Standards Commission, along with other state agencies, reviews and amends the parts of Title 24 of the California Code of Regulations, a.k.a. the California Building Standards Code (the “CBSC”). The 2019 CBSC has an effective date of January 1, 2020 and includes the following:

1. 2019 California Administrative Code
2. 2019 California Building Code, Volumes 1 & 2
3. 2019 California Residential Code
4. 2019 California Electrical Code
5. 2019 California Mechanical Code
6. 2019 California Plumbing Code
7. 2019 California Energy Code
8. 2019 California Historical Building Code
9. 2019 California Fire Code
10. 2019 California Existing Building Code
11. 2019 California Green Building Code
12. 2019 California Referenced Standards

Although it is not a part of the CBSC, staff also recommends that the Council amend Chapter 16.36, “Swimming Pools,” to adopt the 2018 edition of the International Swimming Pool and Spa Code. Staff also recommends that the Council adopt the following amended Chapter 16.40 “Moving Buildings”, which has been revised to clarify position titles, responsibilities, insurance requirements and appeals.

These codes are applicable and enforceable at the local level. The City of Rancho Cordova may amend the CBSC as necessary to account for local climatic, geological or topographical conditions, or to clarify code requirements locally where state application is absent or unclear, but the City may not lessen the standards found in the adopted building codes.

FISCAL IMPACT

There is no impact to the City's general fund.

ATTACHMENTS

1. Summary of 2019 Building Code Updates
2. Ordinance 12-2019 Repealing and Replacing Chapter 16.02, "Uniform Administrative Code"
3. Ordinance 13-2019 Repealing and Replacing Chapter 16.04, "Building Code"
4. Ordinance 14-2019 Repealing and Replacing Chapter 16.05, "Historical Building Code"
5. Ordinance 15-2019 Repealing and Replacing Chapter 16.06, "Residential Building Code"
6. Ordinance 16-2019 Repealing and Replacing Chapter 16.10, "Existing Building Code"
7. Ordinance 17-2019 Repealing and Replacing Chapter 16.24, "Plumbing Code"
8. Ordinance 18-2019 Repealing and Replacing Chapter 16.26, "Energy Code"
9. Ordinance 19-2019 Repealing and Replacing Chapter 16.28, "Electrical Code"
10. Ordinance 20-2019 Repealing and Replacing Chapter 16.32, "Mechanical Code"
11. Ordinance 21-2019 Repealing and Replacing Chapter 16.36, "Swimming Pools and Spas"
12. Ordinance 22-2019 Repealing and Replacing Chapter 16.38, "Green Building Code"
13. Ordinance 23-2019 Repealing and Replacing Chapter 16.40, "Moving Buildings"
14. Ordinance 24-2019 Repealing and Replacing Chapter 17.04, "Fire Code"

ATTACHMENT 1**SUMMARY OF 2019 BUILDING CODE UPDATES****Administrative Code (Attachment 2):**

Unlike the following codes, this is not a technical code. This code replaces the model administrative code provided in the California Codes. This code writes the rules and regulations for processing permits, collecting fees and gives rights and responsibilities to the Building Official to perform its duties. This code is not subject to the California Building Standards Commission selection.	
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Building Code (Attachment 3):

The 2019 California Building Code is adopted by reference.	
This is an amendment which requires 4 inches of crushed rock beneath residential slab-on-grade construction. The model code allows sand or gravel under a slab, which does not provide adequate protection from moisture to come up through the slab. This region has high water tables and expansive soils and has areas which have experienced moisture and mold problems before the introduction of this amendment in past years.	1907.1

Historical Building Code (Attachment 4):

The 2019 California Historical Building Code is adopted by reference.	
No local amendments	

Residential Building Code (Attachment 5):

The 2019 California Residential Building Code is adopted by reference.	
This is an amendment which requires 4 inches of crushed rock beneath residential slab-on-grade construction and allows in addition to a polyethylene vapor retarder, other approved equivalent methods or materials to be used to retard vapor transmission through the floor slab. This region has high water tables and expansive soils and has areas which have experienced moisture and mold problems before the introduction of this amendment in past years.	R506.2.3

Existing Building Code (Attachment 6):

The 2019 California Existing Building Code is adopted by reference.	
No local amendments	

Plumbing Code (Attachment 7):

ATTACHMENT 1

The 2019 California Plumbing Code is adopted by reference.	
• Administrative regulations for private sewage disposal systems. This administratively allows Sacramento County Environmental Management to maintain regulatory authority over septic systems.	103.9
• Requirement for cathodic protection of buried metallic pipe. This area has certain locations which are highly corrosive to ferrous pipes. Experience has demonstrated premature failures in the ferrous pipe.	312.4
• This amendment administratively defines when the public sewer is available and limits the use of septic systems to coordinate with improvement standards and the Sacramento County Environmental Management Department design standards.	713.4
• This amendment administratively defines the rainfall design data for use in our geographic location.	D1.0

Energy Code (Attachment 8):

The 2019 California Energy Code is adopted by reference.	
• No local amendments	

Electrical Code (Attachment 9):

The 2019 California Electrical Code is adopted by reference.	
• This amendment requires that common areas in buildings (site lighting, parking lot lighting, lobbies, etc.) be controlled from a house meter and not billed to a tenant.	210-25(A)
• This amendment prohibits electrical equipment and conduit from being installed on any fence, excepting that conduit and equipment shall be permitted on metallic and masonry fences when installing with a continuous support system.	225.22(A)
• This amendment requires a minimum clearance and supporting for raceways installed on roofs.	225.22(B)
• This amendment provides an additional level of safety for unprotected overhead service entrances.	230-28(A) and (B)
• This amendment limits the length of unprotected service entrance conductors. This is a safety issue for firefighters and those involved in building remodeling and construction.	230-70(D)
• This amendment requires a single main disconnect means. This allows firefighters to shut off the power to a building quickly and easily.	230-71
• This amendment increases the depth of cover for underground service to match SMUD requirements.	300-5(L).
• This amendment administratively requires permitting and labeling of electrical signs. Electric signs are not appropriately covered by model code and are often installed with a lesser degree of electrical expertise. The labeling and permit requirements help maintain a more appropriate level of expertise and enforcement.	600-1(A) and (B)

ATTACHMENT 1

This requirement is an agreement with SMUD to allow for easy future installation of electric vehicle charging stations in new homes.	625.1(A)
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Mechanical Code (Attachment 10):

The 2019 California Mechanical Code is adopted by reference.	
No local amendments	

Swimming Pool Code (Attachment 11):

The 2019 California Building Code, Chapter 31, Section 3109 and 2018 International Swimming Pool and Spa Code is adopted by reference. This code is not subject to California Building Standards Commission selection.	
Section 102.7.1 changes references in the code from "International" to "California" codes	ISPSC 102.7.1
These sections are not adopted, and the administration of this code will be within CBC and RCMC 16.02	ISPSC 103 to 109
References within the ISPSC to "International" codes will be assumed to mean "California" codes, as the State of California does not adopt the ISPSC	ISPSC various
This Chapter is amended to remove any references to public pools, which are governed under CBC Chapter 31B exclusively	ISPSC Chapter 3
These Chapters are not adopted, as they deal with public pools, and public pools are governed under CBC Chapter 31B exclusively	ISPSC Chapters 4 to 6
- Section 115921(c) Definition of "enclosure" is amended to include a clarification of "permanent", and state that accesses shall be also denied from neighboring properties. - Section 115922(a) The use of an enclosure, as defined in the section above, is a requirement, and two more safety devices from the list of seven are also required.	CBC 3109.2

Green Building Code (Attachment 12):

The 2019 California Green Building Code is adopted by reference.	
No local amendments	

Moving Buildings (Attachment 13):

RCMC Chapter 16.40., Moving Buildings is amended and adopted.	
Clarification of position titles, responsibilities, insurance requirements, and appeals processes	16.40

Fire Code (Attachment 14)

ATTACHMENT 1

The 2019 California Fire Code is adopted by reference.

See RCMC Title 17, Section 17.04 for amendments.

ATTACHMENT 2**CITY OF RANCHO CORDOVA****ORDINANCE NO. 12-2019**

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA REPEALING AND REPLACING CHAPTER 16.02, "UNIFORM ADMINISTRATIVE CODE" OF THE RANCHO CORDOVA MUNICIPAL CODE WHICH ADOPTS BY REFERENCE AND MAKES AMENDMENTS TO ADMINISTRATIVE PORTIONS OF THE 2019 CALIFORNIA BUILDING CODE BASED ON THE 2018 INTERNATIONAL BUILDING CODE, THE 2019 CALIFORNIA HISTORICAL BUILDING CODE, THE 2019 CALIFORNIA RESIDENTIAL CODE BASED ON THE 2018 INTERNATIONAL RESIDENTIAL CODE, THE 2019 CALIFORNIA EXISTING BUILDING CODE, THE 2019 CALIFORNIA PLUMBING CODE BASED ON THE 2018 UNIFORM PLUMBING CODE, AND THE 2019 CALIFORNIA MECHANICAL CODE BASED ON THE 2018 UNIFORM MECHANICAL CODE

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

Section 1. Title 16, Chapter 16.02, "Uniform Administrative Code," is hereby repealed and replaced, in its entirety, to read as follows:

**Chapter 16.02
ADMINISTRATIVE CODE**

Sections:

- 16.02.010 Title.
- 16.02.020 Purpose.
- 16.02.030 Adoption of the Administrative Codes.
- 16.02.040 Scope.
- 16.02.050 Amendments to the 2019 California Building Code.
- 16.02.060 Amendments to the 2019 California Residential Code.
- 16.02.070 Amendments to the 2019 California Existing Building Code.
- 16.02.080 Amendments to the 2019 California Plumbing Code.
- 16.02.090 Amendments to the 2019 California Mechanical Code.
- 16.02.100 Administration of the Technical Codes.

16.02.010 Title.

This chapter shall be known and cited as the Rancho Cordova Administrative Code.

16.02.020 Purpose.

The purpose of the Rancho Cordova Administrative Code is to provide for the uniform administration and enforcement of the technical codes adopted by this jurisdiction.

The purpose of the Rancho Cordova Administrative Code and the technical codes is not to create or otherwise establish or designate any particular class or group of persons who will or should be especially protected or benefited by the terms of the Rancho Cordova Administrative Code.

16.02.030 Adoption of the Administrative Codes.

A. 2019 California Building Code. Except as otherwise amended by RCMC section 16.02.060, sections 102 through 116 of the 2019 Edition of the California Building Code, Part 2, Title 24 of the

ATTACHMENT 2

California Code of Regulations, including appendices C (Group U-Agricultural Buildings), I (Patio Covers), O (Emergency Housing), are hereby adopted and incorporated by reference herein.

B. 2019 California Historical Building Code. Chapter 8-1 of the 2019 Edition of the California Historical Building Code, Part 8, Title 24 of the California Code of Regulations, is adopted as is, with no modifications or amendments.

C. 2019 California Residential Code. Except as otherwise amended by this chapter, sections R102 through R114 of the 2019 Edition of the California Residential Code, Part 2.5, Title 24 of the California Code of Regulations, including appendices H (Patio Covers), J (Existing Buildings and Structures), Q (Tiny Houses), R (Light Straw-Clay Construction), S (Strawbale Construction), are hereby adopted and incorporated by reference.

D. 2019 California Existing Building Code. Sections 115 through 117 of the 2019 California Existing Building Code are hereby adopted and incorporated by reference.

E. 2019 California Plumbing Code. Except as otherwise amended by this chapter, sections 101 through 106 of the 2019 California Plumbing Code, Part 5, Title 24 of the California Code of Regulations, are hereby adopted and incorporated by reference herein.

F. 2019 California Mechanical Code. Except as otherwise amended by this chapter, sections 101 through 106 (excluding sections 104.2, 107, and Table 104.5) of the 2019 California Mechanical Code, Part 4, Title 24 of the California Code of Regulations, are hereby adopted and incorporated by reference herein.

16.02.040 Scope.

The provisions of the Rancho Cordova Administrative Code shall serve as the administrative, organizational, and enforcement rules, and regulations for the technical codes that regulate the site preparation and construction, alteration, moving, demolition, repair, use, and occupancy of buildings and structures; including, but not limited to, docks, harbors, wharves, marinas, boathouses, signs, and building service equipment within this jurisdiction.

16.02.050 Amendments to the 2019 California Building Code.

A. Section [A] 105.2, "Work exempt from permit" is amended to read as follows:

[A] 105.2 Work exempt from permit. Exemptions from permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction. Permits shall not be required for the following:

Building Permits. A building permit shall not be required for:

1. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area of such structures with walls does not exceed 120 square feet, with a maximum 12 inch overhang or eave, and structures with four open sides do not exceed 120 square feet in roof area. All structures must meet set-back and height requirements as determined by the City Planning Department.
2. Fences not over 7 feet high.

ATTACHMENT 2

3. Oil derricks.
4. Retaining walls that:
 - a. Are not over 4 feet in height, measured from the bottom of the footing to the top of the wall
 - b. Are constructed of reinforced concrete or reinforced masonry and do not retain more than 36 inches of earth.
 - c. Are constructed of pre-cast block retaining wall systems installed per the manufacturer's installation instructions and do not retain more than 36 inches of earth.
 - d. Are constructed of decay resistant or treated wood and do not retain more than 24 inches of earth.
 - e. Do not impound class I, II or IIIA liquids.
 - f. Do not support surcharge loads.
5. Water tanks supported directly on grade if the capacity does not exceed 5,000 gallons and the ratio of height to diameter or width does not exceed 2:1.
6. Sidewalks and driveways not more than 30 inches above adjacent grade and not over any basement or story below, and not part of an accessible route.
7. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
8. Temporary motion picture, television and theater stage sets and scenery.
9. Shade cloth structures constructed for nursery or agricultural purposes, not including service systems.
10. Non fixed and movable fixtures, cases, racks, counters and partitions not over 5 feet 9 inches in height.

Electrical Permits. An Electrical permit shall not be required for:

1. Minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.
2. Repair or replacement of current-carrying parts of any switch, conductor, or control device.
3. Reinstallation of attachment receptacles but not the outlets therefore.
4. Repair or replacement of electrodes or transformers of the same size and capacity for signs or gas tube systems.
5. Temporary wiring for experimental purposes in suitable experimental laboratories.
6. The wiring for temporary theater, motion picture, or television stage sets.

ATTACHMENT 2

7. The provisions of this code shall not apply to electrical equipment used for radio and television transmissions but do apply to equipment and wiring for a power supply and the installations of towers and antennas.
8. Electrical wiring, devices, appliances, apparatus, or equipment operating at less than 25 volts and not capable of supplying more than 50 watts of energy.
9. Low-energy power, control, and signal circuits of Classes I and II as defined in the Rancho Cordova Electrical Code.
10. A permit shall not be required for the installation of any temporary system required for the testing or servicing of electrical equipment.

Sign permits. A sign permit shall not be required for the following:

1. The changing of the advertising copy or message on a painted or printed sign only. Except for theater marquees and similar signs specifically designed for the use of replaceable copy, electrical signs shall not be included in this exemption. Exemption from a building permit may not extend to exemption from requirements of the Rancho Cordova Zoning Code.
2. Painting, repainting, or cleaning of an advertising structure or the changing of the advertising copy or message thereon shall not be considered an erection or alteration that requires a sign permit unless a structural change is made. Exemption from a building permit may not extend to exemption from requirements of the Rancho Cordova Zoning Code.
3. Temporary signs (Building permit exemptions for temporary signs may not extend to exemption from requirements of the Rancho Cordova Zoning Code):
 - a. Real estate signs allowed per the Zoning Code of Rancho Cordova.
 - b. Temporary construction signs, signs identifying architects, landscape architects, engineers, contractors, or builders provided the signs are located on the construction site and the signs do not exceed 4 square feet in area.
 - c. Political, religious, and civic campaign signs.
 - d. Promotional signs.
 - e. Signs identified by the Rancho Cordova Zoning Code as being exempt from the provisions of the Rancho Cordova Zoning Code.

B. Section [A] 105.3. "Time limitation of application," is amended to read as follows:

[A] 105.3.2 Time limitation of application. An application for a permit for any proposed work shall be deemed to have been abandoned if work hasn't commenced within 180 days, calculated after the date of filing, unless such application has been pursued in good faith or a permit has been issued. The Building Official may extend the time for action for a period not exceeding 90 days upon written request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken.

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Any application not issued prior to the effective date of any new law, statute, provision, ordinance, or any revision or update to the same, that directly or indirectly applies to code regulation and enforcement, will be deemed void, and a new application shall be made, and new fees shall be calculated and collected at the rates currently in effect at the time of the new application.

C. Section [A] 105.4.1 "Certificate of Construction," is added to read as follows:

[A] 105.4.1 Certificate of Construction. The Building Official may issue a Certificate of Construction for projects where a building permit is not appropriate. Typical examples of such projects are structures constructed for Rancho Cordova where a building permit would not be issued but a plan review would be performed or a project not under Rancho Cordova's jurisdiction but where inspection is to be conducted by the City on a contract.

D. Section [A] 105.4.2, "Certificate of Release," is added to read as follows:

[A] 105.4.2 Certificate of Release. Prior to issuance of a permit, a Certificate of Release shall be obtained from the fire protection district for the following:

1. Multi-family dwellings.
2. Most commercial projects. The following commercial projects **do not** require Certificate of Release from the fire protection district (list is not all inclusive; contact the Building & Safety Division to verify):
 - a. Miscellaneous mechanical, plumbing, and electrical permits
 - b. Re-roofing or roof repairs
 - c. Public Pools
 - d. Signs (pole, wall and monument)
 - e. Partial Permits (with no work effecting structural components or fire suppression)
 - f. Demolition permits
 - g. Incidental repairs not effecting fire suppression.

E. Section [A] 105.5, "Permit Expiration," is amended to read as follows:

[A] 105.5 Permit Expiration. Every permit issued by the Building Official under the provisions of the Technical Codes shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced within 365 days of permit issuance, and/or completed within the prescribed time frame, as determined in Table 105. Permits where no inspection activity has occurred for a period of 180 days, and the permit has been determined to be abandoned, may be expired administratively if no attempt is made by the permittee to retain the permits open status.

Before work can be recommenced, the expired permit shall be renewed. The minimum fee for renewal will be calculated as one hour of inspection time, plus one hour of administrative work time, multiplied by the current labor rate for the appropriate positions. The maximum renewal fee will not exceed the full permit fee cost, provided no changes have been made or will be made in the original plans and specifications for such work; and provided further that such suspension or abandonment has not exceeded 180 days, as prescribed by California Health & Safety Code 18938.6.

Permits deemed to have been expired, suspended or abandoned shall be subject to all permit related fee increases, and new fees and code requirements currently in effect at the time of permit renewal as applicable, subject to the discretion of the Building Official.

ATTACHMENT 2

All permits will become null and void (“closed”) 180 days after the prescribed expiration date as described in Table 105.

The Building Official may extend the time for action by the permittee upon written request showing that circumstances beyond the control of the permittee have prevented action from being taken. Extensions may be granted in no more than 180 days increments.

TABLE 105

Permit Description (and Type)	Application Time Limit	Permit Time Limit from issuance
New Commercial Building	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection
Commercial Alteration, Tenant Improvement, Remodel	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection
Commercial Accessory Structure	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection
Commercial Incidental Permits (re-roof, Interior Demolition, etc.)	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection
Commercial Exterior Demolition – Full Structure	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection
Commercial Exterior Sign Permit	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection
Commercial Pool, Spa, Hot Tub	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection

F. Section [A] 105.7, “Placement of Permit,” is amended to read as follows:

[A] 105.7 Placement of permit. Work requiring a permit shall not be commenced until the permit holder or an agent of the permit holder has posted the building permit in a highly visible location on the job site so as to allow the Building Official to conveniently make the required entries thereon regarding inspection of the work. The permit application, or a copy, and all correction notices must be kept with the building permit. This permit shall be maintained available by the permit holder until completion of the work and final approval has been granted by the Building Official.

G. Section [A] 109.2, “Schedule of permit fees,” is amended to read as follows:

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[A] 109.2 Schedule of permit fees. On buildings, structures, electrical, gas, mechanical and plumbing systems or alterations requiring a permit, a fee for each permit shall be paid as required, in accordance with the schedule as prescribed by resolution of the City of Rancho Cordova.

When submittal documents are required by Section 107, a plan review fee shall be paid at the time of submitting the documents for plan review. Said plan review fee shall be prescribed by resolution of the City of Rancho Cordova.

The plan review fees specified in this Section are separate fees from the permit fees specified in this Section and are in addition to the permit fees.

When submittal documents are incomplete or changed so as to require additional plan review, or when the project involves a deferred submittal item as defined in Section 107.4, an additional plan review fee shall be charged as prescribed by resolution of the City of Rancho Cordova.

H. Section [A] 109.6, "Refunds," is amended to read as follows:

[A] 109.6 Refunds. The Building Official may authorize the refunding of any fee paid hereunder that was erroneously paid or collected.

The Building Official may authorize the refunding of not more than 40 percent of the total permit fee paid when no work has been done under a permit issued in accordance with this Code.

Where no plan review fee was required, the Building Official may authorize the refunding of not more than 80 percent of the total permit fee paid when no work has been done under a permit issued in accordance with this Code.

The Building Official may authorize the refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan reviewing is done.

The Building Official shall not authorize the refunding of any fee paid except upon written application filed by the original applicant no later than 180 days after the date of fee payment.

I. Section [A] 109.7, "Reinspections," is added to read as follows:

[A] 109.7 Reinspections. A re-inspection fee may be assessed for any of the following reasons:

1. When such portion of work for which inspection is called is not completely ready or when previous corrections called for are not made.
2. When the job address is not clearly posted and visible from the street or the front of the building.
3. When there is a lack of access to the work to be inspected.
4. When the building permit is not posted on the job site.
5. When the approved plans are not readily available to the inspector.
6. When the building permit, or a copy, and any previous correction notice(s) are not readily available.

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7. For deviating from plans requiring the approval of the Building Official.

This section is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of this Code, but as controlling the practice of calling for inspections before the job is completely ready for such inspection.

To obtain a re-inspection, the applicant shall pay any re-inspection fee as prescribed by resolution of the City of Rancho Cordova.

In instances where re-inspection fees have been assessed, no additional inspection of the work will be performed until the required fees have been paid.

- J. Section [A] 111.1, "Change of occupancy," is amended to read as follows:

[A] 111.1 Change of occupancy. No building or structure shall be used or occupied, and change of occupancy of a building or structure or portion thereof shall be made, until the Building Official has issued a certificate of occupancy therefor as provided herein. Issuance of a certificate of occupancy shall not be construed as an approval of a violation of the provisions of this code or other ordinances of the City of Rancho Cordova.

Exceptions:

1. Certificates of Occupancy are not required for R-3 One or Two-Family Dwellings or Townhome occupancies.
2. Certificates of occupancy are not required for work exempt from permits under Section R105.2.
3. Accessory buildings or structures (Residential Only).

- K. Section [A] 111.2, "Certificate issued." is amended to read as follows:

[A] 111.2 Certificate issued. After the building official inspects the building or structure and does not find violations of the provisions of this code or other laws that enforced by the Building & Safety Division, the building official shall issue a certificate of occupancy that contains the following:

1. The building permit number.
2. The address of the structure.
3. The name and address of the owner or the owner's authorized agent.
4. A description of that portion of the structure for which the certificate is issued.
5. *Name of the business, if applicable*
6. A statement that the described portion of the structure has been inspected for compliance with the requirements of this code for the occupancy and division of occupancy and the use for which the proposed occupancy is classified.
7. The name of the building official
8. The edition of the code under which the permit was issued.
9. The use and occupancy, in accordance with the provisions of Chapter 3.
10. The type of construction as defined in Chapter 6.
11. The design occupant load.
12. If an automatic sprinkler system is provided, whether the sprinkler system is required.
13. Any special stipulations or conditions of the building permit.

ATTACHMENT 2

L. Section [A] 112.1 “Connection of service utilities” is amended to read as follows:

[A] 112.1 Connection of service utilities. No person shall make connections from a utility, source of energy, fuel, or power to any building service equipment that is regulated by the Technical Codes and for which a permit is required by this Code until approved by the Building Official.

M. Section [A] 112.2 “Temporary connections” is amended to read as follows:

[A] 112.2 Temporary connections. The Building Official may authorize the temporary connection of the building service equipment to the source of energy, fuel, or power for the purpose of testing building service equipment or for use under a Temporary Certificate of Occupancy.

N. Section [A] 112.3 “Authority to disconnect service utilities” is amended to read as follows:

[A] 112.3 Authority to disconnect service utilities. The Building Official or an authorized representative shall have the authority to disconnect any utility service or energy supplied to the building, structure, or building service equipment therein regulated by this Code or the Technical Codes when the building owner or occupant knowingly fails to comply with a notice or order, in case of emergency where necessary to eliminate an immediate hazard to life or property, or where such utility connection has been made without approval of the building official.

The Building Official shall notify the serving utility, and, whenever possible, the owner and occupant of the building, structure, or service system of the decision to disconnect prior to taking such action and shall notify such serving utility, owner, and occupant of the building, structure, or building service equipment, in writing, of such disconnection immediately thereafter.

O. Section [A] 112.4 “Authority to condemn building service equipment” is added to read as follows:

[A] 112.4 Authority to condemn building service equipment. Whenever the Building Official ascertains that any building service equipment regulated in the Technical Codes has become hazardous to life, health, or property or becomes unsanitary, the Building Official shall order, in writing, that such equipment either be removed or restored to a safe or sanitary condition, whichever is appropriate. The written notice shall fix a time limit for compliance with such order. No person shall use or maintain defective building service equipment after receiving such notice.

When such equipment or installation is to be disconnected, a written notice of such disconnection and causes therefore shall be given within 24 hours to the serving utility, the owner, and occupant of such building, structure, or premises.

When any building service equipment is maintained in violation of the Technical Codes and in violation of any notice issued pursuant to the provisions of this section, the Building Official shall institute any appropriate action to prevent, restrain, correct, or abate the violation.

P. Section [A] 114.3.1, “Connection after order to disconnect,” is added to read as follows:

[A] 114.3.1 Connection after order to disconnect. No person shall make connections from any energy, fuel, or power supply nor supply energy or fuel to any building service utilities or equipment that has been disconnected or ordered to be disconnected by the Building Official or the use of which has been ordered to be discontinued by the Building Official until the Building Official authorizes the reconnection and use of such equipment.

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The Building Official shall have the right to withhold clearing building service utilities or equipment for hookup by the service agency if the owner or contractor refuses to comply with other ordinances affecting the structure as a whole.

Q. Section [A] 114.4, "Violation Fee," is amended to read as follows:

[A] 114.4 Violation Fee. Any person who violates a provision of this code or fails to comply with any of the requirements thereof or who erects, constructs, alters or repairs a building or structure in violation of the approved construction documents or directive of the Building Official, or of a permit or certificate issued under the provisions of this code, shall be subject to penalties as prescribed by law.

A violation fee is separate and independent from other fees, shall be collected whether or not a permit is then or subsequently issued, provided, however, that this provision shall not apply to emergency work when it is proved to the satisfaction of the Building Official that such work was urgently necessary and that it was not practical to obtain a permit before commencement of the work. In all such cases, a permit must be obtained as soon as it is practical to do so; and, if there is an unreasonable delay in obtaining such permit, the violation fee as herein provided shall be charged.

The *minimum* violation fee will be based on one hour of inspection time, plus one hour of administrative work time, multiplied by the current labor rate for the appropriate position, plus the Total Permit Fee of any permits necessary to mitigate the violation.

The *maximum* violation fee will not exceed the amount equal to the Total Permit Fee, plus one hour of inspection time and one hour of administrative work time, plus the Total Permit Fee of any permits necessary to mitigate the violation. The payment of such violation fee shall not exempt any person from compliance with other provisions of this Code, the Technical Codes, or from any penalty prescribed by law.

Any person who violates the provisions of this code may also become subject to an Administrative Citation as described in RCMC Chapter 16.18.205(F).

16.02.060 Amendments to the 2019 California Residential Code.

A. Section R105.2, "Work exempt from permit" is amended to read as follows:

R105.2 Work exempt from permit. Exemptions from permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction. Permits shall not be required for the following:

Building Permits. A building permit shall not be required for:

1. One-story detached accessory structures used as tool and storage sheds, playhouses and similar uses, provided the floor area of such structures with walls does not exceed 120 square feet, with a maximum 12 inch overhang or eave, and structures with four open sides do not exceed 120 square feet in roof area. All structures must meet set-back and height requirements as determined by the City Planning Department.
2. Fences not over 7 feet high.

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3. Retaining walls that:
 - a. Are not over 4 feet in height, measured from the bottom of the footing to the top of the wall
 - b. Are constructed of reinforced concrete or reinforced masonry and do not retain more than 36 inches of earth.
 - c. Are constructed of pre-cast block retaining wall systems installed per the manufacturer's installation instructions and do not retain more than 36 inches of earth.
 - d. Are constructed of decay resistant or treated wood and do not retain more than 24 inches of earth.
 - e. Do not impound class I, II or IIIA liquids.
 - f. Do not support surcharge loads.
4. Water tanks supported directly on grade if the capacity does not exceed 5,000 gallons and the ratio of height to diameter or width does not exceed 2:1.
5. Sidewalks, and driveways.
6. Decks not exceeding 200 square feet in area, that are not more than 30 inches above grade at any point, are not attached to a dwelling, and do not serve the exit door required by Section R311.4.
7. Painting, papering, tiling, carpeting, cabinets, counter tops and similar finish work.
8. Prefabricated swimming pools accessory to a Group R-3 occupancy that are less than 24 inches deep, do not exceed 5,000 gallons and are installed entirely above ground. Decking not conforming to number "8" of this section, and electrical pumps are not exempt.
9. Swings and other playground equipment accessory to detached one and two-family dwellings.
10. Window awnings supported by an exterior wall that do not project more than 54 inches from the exterior wall and do not require additional support of Group R-3 and U occupancies.

Electrical Permits. An Electrical permit shall not be required for:

1. Minor repair work, including the replacement of lamps or the connection of approved portable electrical equipment to approved permanently installed receptacles.
2. Listed cord-and-plug connected temporary decorative lighting.
3. Reinstallation of attachment receptacles but not the outlets therefore.
4. Electrical wiring, devices, appliances, apparatus, or equipment operating at less than 25 volts and not capable of supplying more than 50 watts of energy.
5. Low-energy power, control, and signal circuits of Classes I and II

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6. A permit shall not be required for the installation of any temporary system required for the testing or servicing of electrical equipment.

B. Section R105.2.2.1, "Limits on repair for R-3 and U occupancies", is added to read as follows:

R105.2.2.1 Limits on repair for R-3 and U occupancies. When the scope of work for R-3 and U Occupancies involves the removal or replacement of 50 percent or greater of the linear length of the walls of the building (exterior plus interior) within a one-year period, the project shall be considered new construction; and the entire building shall comply with all current codes.

C. Section R105.3.2, "Time limitation of application," is amended to read as follows:

R105.3.2 Time limitation of application. An application for a permit for any proposed work shall be deemed to have been abandoned if work hasn't commenced within 180 days, calculated after the date of filing, unless such application has been pursued in good faith or a permit has been issued. The Building Official may extend the time for action for a period not exceeding 90 days upon written request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken.

Any application not issued prior to the effective date of any new law, statute, provision, ordinance, or any revision or update to the same, that directly or indirectly applies to code regulation and enforcement, will be deemed void, and a new application shall be made, and new fees shall be calculated and collected at the rates currently in effect at the time of the new application.

D. Section R105.4.1, "Certificate of Construction," is added to read as follows:

R105.4.1 Certificate of Construction. The Building Official may issue a Certificate of Construction for projects where a building permit is not appropriate. Typical examples of such projects are structures constructed for Rancho Cordova where a building permit would not be issued but a plan review would be performed or a project not under Rancho Cordova's jurisdiction but where inspection is to be conducted by the City on a contract.

E. Section R105.4.2, "Certificate of Release," is added to read as follows:

R105.4.2 Certificate of Release. Prior to issuance of a permit, a Certificate of Release shall be obtained from the fire protection district for the following:

1. Any new dwelling when there is no public water supply source with a distribution system conforming to City standards.
2. Any new dwelling, covered porch/patio, and attached garage 3,600 square feet or greater.
3. Any new dwelling with a private access road.
4. Where the furthest point of the habitable structure is more than 150 feet from the public road.

F. Section R105.5, "Permit Expiration," is amended to read as follows:

R105.5 Permit Expiration. Every permit issued by the Building Official under the provisions of the Technical Codes shall expire by limitation and become null and void if the building or work authorized

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by such permit is not commenced within 365 days of permit issuance, and/or completed within the prescribed time frame, as determined in Table 105. Permits where no inspection activity has occurred for a period of 180 days, and the permit has been determined to be abandoned, may be expired administratively if no attempt is made by the permittee to retain the permits open status.

Before work can be recommenced, the expired permit shall be renewed. The minimum fee for renewal will be calculated as one hour of inspection time, plus one hour of administrative work time, multiplied by the current labor rate for the appropriate positions. The maximum renewal fee will not exceed the full permit fee cost, provided no changes have been made or will be made in the original plans and specifications for such work; and provided further that such suspension or abandonment has not exceeded 180 days, as prescribed by California Health & Safety Code 18938.6.

Permits deemed to have been expired, suspended or abandoned shall be subject to all permit related fee increases, and new fees and code requirements currently in effect at the time of permit renewal as applicable, subject to the discretion of the Building Official.

All permits will become null and void ("closed") 180 days after the prescribed expiration date as described in Table 105.

The Building Official may extend the time for action by the permittee upon written request showing that circumstances beyond the control of the permittee have prevented action from being taken. Extensions may be granted in no more than 180 days increments.

TABLE R105

Permit Description (and Type)	Application Time Limit	Permit Time Limit from issuance
New Residential Custom Homes (R-BLDG)	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection
New Residential Production Homes (P-BLDG)	180 days from plan approval, model permits must be issued;	365 days to commence work; 365 days to pass Final Inspection; Model Homes do not expire as long as they are being used as models.
Residential Alteration, Remodel (R-BLDG)	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection
Residential Accessory Structures	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection
Residential Incidental Permits (re-roof, Interior Demolition, etc.)	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection
Residential Exterior Demolition – Full Structure	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection

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Residential Pool, Spa or Hot Tub	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection
Master Plan Review – REVIEW ONLY	365 days after completion of plan review; extension of 180 days with written request	

G. Section R105.7, “Placement of Permit,” is amended to read as follows:

R105.7 Placement of permit. Work requiring a permit shall not be commenced until the permit holder or an agent of the permit holder has posted the building permit in a highly visible location on the job site so as to allow the Building Official to conveniently make the required entries thereon regarding inspection of the work. The permit application, or a copy, and all correction notices must be kept with the building permit. This permit shall be maintained available by the permit holder until completion of the work and final approval has been granted by the Building Official.

H. Section R106.3.4, “Deferred submittals,” is added to read as follows:

R106.3.4 Deferred submittals. For the purposes of this section, deferred submittals are defined as those portions of the design that are not submitted at the time of the application and that are to be submitted to the Building Official within a specified period. Deferral of any submittal items shall have the prior approval of the Building Official. The registered design professional in responsible charge shall list the deferred submittals on the construction documents for review by the Building Official. Documents for deferred submittal items shall be submitted to the registered design professional in responsible charge who shall review them and forward them to the Building Official with a notation indicating that the deferred submittal documents have been reviewed and been found to be in general conformance to the design of the building. The deferred submittal items shall not be installed until the design and submittal documents have been approved by the Building Official.

I. Section R108.2, “Schedule of permit fees,” is amended to read as follows:

R108.2 Schedule of permit fees. On buildings, structures, electrical, gas, mechanical and plumbing systems or alterations requiring a permit, a fee for each permit shall be paid as required, in accordance with the schedule as prescribed by resolution of the City of Rancho Cordova.

When submittal documents are required by Section R106, a plan review fee shall be paid at the time of submitting the documents for plan review. Said plan review fee shall be prescribed by resolution of the City of Rancho Cordova.

The plan review fees specified in this Section are separate fees from the permit fees specified in this Section and are in addition to the permit fees.

When submittal documents are incomplete or changed so as to require additional plan review, or when the project involves a deferred submittal item as defined in Section R106.4, an additional plan review fee shall be charged as prescribed by resolution of the City of Rancho Cordova.

J. Section R108.3, “Building permit valuations,” is amended to read as follows:

R108.3 Building permit valuations. The applicant for a permit shall provide an estimated permit value at time of application. Permit valuations shall include total value of work, including materials and labor, for which the permit is being issued, such as structures, electrical, gas, mechanical, plumbing

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equipment, and permanent systems. If, in the opinion of the Building Official, the valuation is underestimated on the application, the permit shall be denied, unless the applicant can show detailed estimates to meet the approval of the Building Official. Final building permit valuation shall be set by the Building Official.

K. Section R108.5, "Refunds," is amended to read as follows:

R108.5 Refunds. The Building Official may authorize the refunding of any fee paid hereunder that was erroneously paid or collected.

The Building Official may authorize the refunding of not more than 40 percent of the total permit fee paid when no work has been done under a permit issued in accordance with this Code.

Where no plan review fee was required, the Building Official may authorize the refunding of not more than 80 percent of the total permit fee paid when no work has been done under a permit issued in accordance with this Code.

The Building Official may authorize the refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan reviewing is done.

The Building Official shall not authorize the refunding of any fee paid except upon written application filed by the original applicant no later than 180 days after the date of fee payment.

L. Section R108.7, "Re-inspection fee," is added to read as follows:

R108.7 Re-inspection fee. A re-inspection fee may be assessed for any of the following reasons:

1. When such portion of work for which inspection is called is not completely ready or when previous corrections called for are not made.
2. When the job address is not clearly posted and visible from the street or the front of the building.
3. When there is a lack of access to the work to be inspected.
4. When the building permit is not posted on the job site.
5. When the approved plans are not readily available to the inspector.
6. When the building permit, or a copy, and any previous correction notice(s) are not readily available.
7. For deviating from plans requiring the approval of the Building Official.

This section is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of this Code, but as controlling the practice of calling for inspections before the job is completely ready for such inspection.

To obtain a re-inspection, the applicant shall pay any re-inspection fee as prescribed by resolution of the City of Rancho Cordova.

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In instances where re-inspection fees have been assessed, no additional inspection of the work will be performed until the required fees have been paid.

M. Section R110.1, "Use and occupancy," is amended to read as follows:

R110.1 Use and occupancy. No building or structure shall be used or occupied, and no change in the existing occupancy classification of a building or structure or portion thereof shall be made, until the Building Official has issued a certificate of occupancy therefor as provided herein. Issuance of a certificate of occupancy shall not be construed as an approval of a violation of this code or other ordinances of the City of Rancho Cordova.

Exceptions:

1. Certificates of Occupancy are not required for R-3 One or Two-Family Dwellings or Townhome occupancies.
2. Certificates of occupancy are not required for work exempt from permits under Section R105.2.
3. Accessory buildings or structures.

N. Section R111.1 "Connection of service utilities" is amended to read as follows:

R111.1 Connection of service utilities. No person shall make connections from a utility, source of energy, fuel, or power to any building service equipment that is regulated by the Technical Codes and for which a permit is required by this Code until approved by the Building Official.

O. Section R111.2 "Temporary connections" is amended to read as follows:

R111.2 Temporary connections. The Building Official may authorize the temporary connection of the building service equipment to the source of energy, fuel, or power for the purpose of testing building service equipment or for use under a Temporary Certificate of Occupancy.

P. Section R111.3 "Authority to disconnect service utilities" is amended to read as follows:

R111.3 Authority to disconnect service utilities. The Building Official or an authorized representative shall have the authority to disconnect any utility service or energy supplied to the building, structure, or building service equipment therein regulated by this Code or the Technical Codes when the building owner or occupant knowingly fails to comply with a notice or order, or in case of emergency where necessary to eliminate an immediate hazard to life or property.

The Building Official shall notify the serving utility, and, whenever possible, the owner and occupant of the building, structure, or building service equipment of the decision to disconnect prior to taking such action and shall notify such serving utility, owner, and occupant of the building, structure, or building service equipment, in writing, of such disconnection immediately thereafter.

Q. Section R111.4 "Authority to condemn building service equipment" is added to read as follows:

R111.4 Authority to condemn building service equipment. Whenever the Building Official ascertains that any building service equipment regulated in the Technical Codes has become hazardous to life, health, or property or becomes unsanitary, the Building Official shall order, in writing, that such equipment either be removed or restored to a safe or sanitary condition, whichever is

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appropriate. The written notice shall fix a time limit for compliance with such order. No person shall use or maintain defective building service equipment after receiving such notice.

When such equipment or installation is to be disconnected, a written notice of such disconnection and causes therefore shall be given within 24 hours to the serving utility, the owner, and occupant of such building, structure, or premises.

When any building service equipment is maintained in violation of the Technical Codes and in violation of any notice issued pursuant to the provisions of this section, the Building Official shall institute any appropriate action to prevent, restrain, correct, or abate the violation.

R. Section R113.3.1, "Connection after order to disconnect," is added to read as follows:

R113.3.1 Connection after order to disconnect. No person shall make connections from any energy, fuel, or power supply nor supply energy or fuel to any building service utilities or equipment that has been disconnected or ordered to be disconnected by the Building Official or the use of which has been ordered to be discontinued by the Building Official until the Building Official authorizes the reconnection and use of such equipment.

The Building Official shall have the right to withhold clearing building service utilities or equipment for hookup by the service agency if the owner or contractor refuses to comply with other ordinances affecting the structure as a whole.

S. Section R113.4, "Violation Fee," is amended to read as follows:

R113.4 Violation Fee. Any person who violates a provision of this code or fails to comply with any of the requirements thereof or who erects, constructs, alters or repairs a building or structure in violation of the approved construction documents or directive of the Building Official, or of a permit or certificate issued under the provisions of this code, shall be subject to penalties as prescribed by law.

A violation fee is separate and independent from other fees, shall be collected whether or not a permit is then or subsequently issued, provided, however, that this provision shall not apply to emergency work when it is proved to the satisfaction of the Building Official that such work was urgently necessary and that it was not practical to obtain a permit before commencement of the work. In all such cases, a permit must be obtained as soon as it is practical to do so; and, if there is an unreasonable delay in obtaining such permit, the violation fee as herein provided shall be charged.

The *minimum* violation fee will be based on one hour of inspection time, plus one hour of administrative work time, multiplied by the current labor rate for the appropriate position, plus the Total Permit Fee of any permits necessary to mitigate the violation.

The *maximum* violation fee will not exceed the amount equal to the Total Permit Fee, plus one hour of inspection time and one hour of administrative work time, plus the Total Permit Fee of any permits necessary to mitigate the violation. The payment of such violation fee shall not exempt any person from compliance with other provisions of this Code, the Technical Codes, or from any penalty prescribed by law.

Any person who violates the provisions of this code may also become subject to an Administrative Citation as described in RCMC 16.18.205(F).

16.02.070 Amendments to the 2019 California Existing Building Code.

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A. Section [A] 105.3.2, "Time limitation of application" is amended to read as follows:

[A] 105.3.2 Time limitation of application. An application for a permit for any proposed work shall be deemed to have been abandoned if work hasn't commenced within 180 days, calculated after the date of filing, unless such application has been pursued in good faith or a permit has been issued. The Building Official may extend the time for action for a period not exceeding 90 days upon written request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken.

Any application not issued prior to the effective date of any new law, statute, provision, ordinance, or any revision or update to the same, that directly or indirectly applies to code regulation and enforcement, will be deemed void, and a new application shall be made, and new fees shall be calculated and collected at the rates currently in effect at the time of the new application.

B. Section [A] 105.5, "Permit Expiration" is amended to read as follows:

[A] 105.5 Permit Expiration. Every permit issued by the Building Official under the provisions of the Technical Codes shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced within 365 days of permit issuance, and/or completed within the prescribed time frame, as determined in Table E105. Permits where no inspection activity has occurred for a period of 180 days, and the permit has been determined to be abandoned, may be expired administratively if no attempt is made by the permittee to retain the permits open status.

Before work can be recommenced, the expired permit shall be renewed. The minimum fee for renewal will be calculated as one hour of inspection time, plus one hour of administrative work time, multiplied by the current labor rate for the appropriate positions. The maximum renewal fee will not exceed the full permit fee cost, provided no changes have been made or will be made in the original plans and specifications for such work; and provided further that such suspension or abandonment has not exceeded 180 days, as prescribed by California Health & Safety Code 18938.6.

Permits deemed to have been expired, suspended or abandoned shall be subject to all permit related fee increases, and new fees and code requirements currently in effect at the time of permit renewal as applicable, subject to the discretion of the Building Official.

All permits will become null and void ("closed") 180 days after the prescribed expiration date as described in Table E105.

The Building Official may extend the time for action by the permittee upon written request showing that circumstances beyond the control of the permittee have prevented action from being taken. Extensions may granted in no more than 180 days increments.

TABLE E105

Permit Description (and Type)	Application Time Limit	Permit Time Limit from issuance
New Commercial Building	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection

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Commercial Alteration, Tenant Improvement, Remodel	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection
Commercial Accessory Structure	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection
Commercial Pool, Spa, Hot Tub	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection
Residential Custom Homes (R-BLDG)	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection
Residential Alteration, Remodel (R-BLDG)	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection
Residential Accessory Structures	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection
Residential Pool, Spa or Hot Tub	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection

C. Section [A] 108.7," Reinspection Fees" is added to read as follows:

[A] 108.7 Reinspection Fees. A re-inspection fee may be assessed for any of the following reasons:

1. When such portion of work for which inspection is called is not completely ready or when previous corrections called for are not made.
2. When the job address is not clearly posted and visible from the street or the front of the building.
3. When there is a lack of access to the work to be inspected.
4. When the building permit is not posted on the job site.
5. When the approved plans are not readily available to the inspector.
6. When the building permit, or a copy, and any previous correction notice(s) are not readily available.
7. For deviating from plans requiring the approval of the Building Official.

This section is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of this Code, but as controlling the practice of calling for inspections before the job is completely ready for such inspection.

To obtain a re-inspection, the applicant shall pay any re-inspection fee as prescribed by resolution of the City of Rancho Cordova.

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In instances where re-inspection fees have been assessed, no additional inspection of the work will be performed until the required fees have been paid.

D. Section [A] 109.5, "Inspection Requests" is amended to read as follows:

[A] 109.5 Inspection Requests. It shall be the duty of the person doing the work authorized by a permit to notify the Authority Having Jurisdiction that such work is ready for inspection. The Authority Having Jurisdiction shall be permitted to require that a request for inspection be filed not less than 24 hours, not including weekends, before such inspection is desired. Such request shall be made electronically by telephone request service or via internet system.

It shall be the duty of the person requesting inspections in accordance with this code to provide access to and means for inspection of such work.

E. Section [A] 110.2, "Certificate issued" is amended to read as follows:

[A] 110.2 Certificate issued. After the building official inspects the building or structure and does not find violations of the provisions of this code or other laws that enforced by the Building & Safety Division, the building official shall issue a certificate of occupancy that contains the following:

1. The building permit number.
2. The address of the structure.
3. The name and address of the owner or the owner's authorized agent.
4. A description of that portion of the structure for which the certificate is issued.
5. *Name of the business, if applicable*
6. A statement that the described portion of the structure has been inspected for compliance with the requirements of this code for the occupancy and division of occupancy and the use for which the proposed occupancy is classified.
7. The name of the building official
8. The edition of the code under which the permit was issued.
9. The use and occupancy, in accordance with the provisions of Chapter 3.
10. The type of construction as defined in Chapter 6.
11. The design occupant load.
12. If an automatic sprinkler system is provided, whether the sprinkler system is required.
13. Any special stipulations or conditions of the building permit.

F. Section [A] 111.1 "Connection of service utilities" is amended to read as follows:

[A] 111.1 Connection of service utilities. No person shall make connections from a utility, source of energy, fuel, or power to any building service equipment that is regulated by the Technical Codes and for which a permit is required by this Code until approved by the Building Official.

G. Section [A] 111.3 "Authority to disconnect service utilities" is amended to read as follows:

[A] 111.3 Authority to disconnect service utilities. The Building Official or an authorized representative shall have the authority to disconnect any utility service or energy supplied to the building, structure, or building service equipment therein regulated by this Code or the Technical Codes when the building owner or occupant knowingly fails to comply with a notice or order, in case of emergency where necessary to eliminate an immediate hazard to life or property, or where such utility connection has been made without approval of the building official.

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The Building Official shall notify the serving utility, and, whenever possible, the owner and occupant of the building, structure, or service system of the decision to disconnect prior to taking such action and shall notify such serving utility, owner, and occupant of the building, structure, or building service equipment, in writing, of such disconnection immediately thereafter.

H. Section [A] 111.3.1 "Authority to condemn building service equipment" is added to read as follows:

[A] 111.3.1 Authority to condemn building service equipment. Whenever the Building Official ascertains that any building service equipment regulated in the Technical Codes has become hazardous to life, health, or property or becomes unsanitary, the Building Official shall order, in writing, that such equipment either be removed or restored to a safe or sanitary condition, whichever is appropriate. The written notice shall fix a time limit for compliance with such order. No person shall use or maintain defective building service equipment after receiving such notice.

When such equipment or installation is to be disconnected, a written notice of such disconnection and causes therefore shall be given within 24 hours to the serving utility, the owner, and occupant of such building, structure, or premises.

When any building service equipment is maintained in violation of the Technical Codes and in violation of any notice issued pursuant to the provisions of this section, the Building Official shall institute any appropriate action to prevent, restrain, correct, or abate the violation.

I. Section [A] 111.3.2, "Connection after order to disconnect," is added to read as follows:

[A] 111.3.2 Connection after order to disconnect. No person shall make connections from any energy, fuel, or power supply nor supply energy or fuel to any building service utilities or equipment that has been disconnected or ordered to be disconnected by the Building Official or the use of which has been ordered to be discontinued by the Building Official until the Building Official authorizes the reconnection and use of such equipment.

The Building Official shall have the right to withhold clearing building service utilities or equipment for hookup by the service agency if the owner or contractor refuses to comply with other ordinances affecting the structure as a whole.

16.02.080 Amendments to the 2019 California Plumbing Code.

A. Section 104.2, "Exempt Work" is amended to read as follows:

104.2 Exempt Work. Exemptions from permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction. A permit shall not be required for the following:

Plumbing Permits. A plumbing permit shall not be required for the following:

1. The stopping of leaks in drains, water, soil, waste or vent pipe; provided, however, that if any concealed trap, drainpipe, water, soil, waste or vent pipe becomes defective and it becomes necessary to remove and replace the same with new material, such work shall be considered as new work and a permit shall be obtained and inspection made as provided in this code.

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2. The clearing of stoppages or the repairing of leaks in pipes, valves or fixtures, and the removal and reinstallation of water closets, provided such repairs do not involve or require the replacement or rearrangement of valves, pipes or fixtures.

Gas Service Permits. A permit for gas service shall not be required for:

1. Portable heating, cooking or clothes drying appliances (Residential Only).
2. Portable heating appliance (Non-Residential).
3. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
4. Portable-fuel-cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid (Residential Only).

B. Section 104.3.2, "Plan Review Fees" is amended to read:

104.3.2 Plan Review Fees. Plan Review fees shall be calculated and collected per resolution of the City Council of the City of Rancho Cordova.

C. Section 104.3.3, "Time Limitation of Application" is amended to read as follows:

104.3.3 Time Limitation of Application. An application for a permit for any proposed work shall be deemed to have been abandoned if work hasn't commenced within 180 days, calculated after the date of filing, unless such application has been pursued in good faith or a permit has been issued. The Building Official may extend the time for action for a period not exceeding 90 days upon written request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken.

Any application not issued prior to the effective date of any new law, statute, provision, ordinance, or any revision or update to the same, that directly or indirectly applies to code regulation and enforcement, will be deemed void, and a new application shall be made, and new fees shall be calculated and collected at the rates currently in effect at the time of the new application.

D. Section 104.3.4, "Deferred submittals" is added to read as follows:

104.3.4 Deferred submittals. For the purposes of this section, deferred submittals are defined as those portions of the design that are not submitted at the time of the application and that are to be submitted to the Building Official within a specified period. Deferral of any submittal items shall have the prior approval of the Building Official. The registered design professional in responsible charge shall list the deferred submittals on the construction documents for review by the Building Official. Documents for deferred submittal items shall be submitted to the registered design professional in responsible charge who shall review them and forward them to the Building Official with a notation indicating that the deferred submittal documents have been reviewed and been found to be in general conformance to the design of the building. The deferred submittal items shall not be installed until the design and submittal documents have been approved by the Building Official.

E. Section 104.4.3, "Permit Expiration" is amended to read as follows:

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104.4.3 Permit Expiration. Every permit issued by the Building Official under the provisions of the Technical Codes shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced within 365 days of permit issuance, and/or completed within the prescribed time frame, as determined in Table P105. Permits where no inspection activity has occurred for a period of 180 days, and the permit has been determined to be abandoned, may be expired administratively if no attempt is made by the permittee to retain the permits open status.

Before work can be recommenced, the expired permit shall be renewed. The minimum fee for renewal will be calculated as one hour of inspection time, plus one hour of administrative work time, multiplied by the current labor rate for the appropriate positions. The maximum renewal fee will not exceed the full permit fee cost, provided no changes have been made or will be made in the original plans and specifications for such work; and provided further that such suspension or abandonment has not exceeded 180 days, as prescribed by California Health & Safety Code 18938.6.

Permits deemed to have been expired, suspended or abandoned shall be subject to all permit related fee increases, and new fees and code requirements currently in effect at the time of permit renewal as applicable, subject to the discretion of the Building Official.

All permits will become null and void ("closed") 180 days after the prescribed expiration date as described in Table P105.

The Building Official may extend the time for action by the permittee upon written request showing that circumstances beyond the control of the permittee have prevented action from being taken. Extensions may be granted in no more than 180 days increments.

Table P105

Permit Description (and Type)	Application Time Limit	Permit Time Limit from issuance
Commercial Incidental Permits (Miscellaneous Plumbing, Electrical, Mechanical)	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection
Residential Incidental Permits (Miscellaneous Plumbing, Electrical, Mechanical)	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection

F. Section 104.4.4, "Extensions" is deleted, and incorporated into Section 104.3.3

G. Section 104.4.6, "Retention of Plans" is amended to read as follows:

104.4.6 Retention of Plans. One set of approved construction documents and computations, either paper or electronic, will be retained by the Authority Having Jurisdiction until final approval of the work covered therein.

Plans will be retained as required by the jurisdiction's Record Retention Policy, a copy of which is available for inspection from the Authority Having Jurisdiction.

H. Section 104.5, "Schedule of permit fees" is amended to read as follows:

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104.5 Schedule of permit fees. On buildings, structures, electrical, gas, mechanical and plumbing systems or alterations requiring a permit, a fee for each permit shall be paid as required, in accordance with the schedule as prescribed by resolution of the City of Rancho Cordova.

When submittal documents are required, a plan review fee shall be paid at the time of submitting the documents for plan review. Said plan review fee shall be prescribed by resolution of the City of Rancho Cordova.

The plan review fees specified in this Section are separate fees from the permit fees specified in this Section and are in addition to the permit fees.

When submittal documents are incomplete or changed so as to require additional plan review, or when the project involves a deferred submittal item as defined in Section 104.3.4, an additional plan review fee shall be charged as prescribed by resolution of the City of Rancho Cordova.

I. Section 104.5.2, "Violation Fee" is amended to read as follows:

104.5.2 Violation Fee. Any person who violates a provision of this code or fails to comply with any of the requirements thereof or who erects, constructs, alters or repairs a building or structure in violation of the approved construction documents or directive of the Building Official, or of a permit or certificate issued under the provisions of this code, shall be subject to penalties as prescribed by law.

A violation fee is separate and independent from other fees, shall be collected whether or not a permit is then or subsequently issued, provided, however, that this provision shall not apply to emergency work when it is proved to the satisfaction of the Building Official that such work was urgently necessary and that it was not practical to obtain a permit before commencement of the work. In all such cases, a permit must be obtained as soon as it is practical to do so; and, if there is an unreasonable delay in obtaining such permit, the violation fee as herein provided shall be charged.

The *minimum* violation fee will be based on one hour of inspection time, plus one hour of administrative work time, multiplied by the current labor rate for the appropriate position, plus the Total Permit Fee of any permits necessary to mitigate the violation.

The *maximum* violation fee will not exceed the amount equal to the Total Permit Fee, plus one hour of inspection time and one hour of administrative work time, plus the Total Permit Fee of any permits necessary to mitigate the violation. The payment of such violation fee shall not exempt any person from compliance with other provisions of this Code, the Technical Codes, or from any penalty prescribed by law.

Any person who violates the provisions of this code may also become subject to an Administrative Citation as described in RCMC Chapter 16.18.205(F).

J. Section 104.5.3, "Refunds" is amended to read as follows:

104.5.3 Refunds. The Building Official may authorize the refunding of any fee paid hereunder that was erroneously paid or collected.

The Building Official may authorize the refunding of not more than 40 percent of the total permit fee paid when no work has been done under a permit issued in accordance with this Code.

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Where no plan review fee was required, the Building Official may authorize the refunding of not more than 80 percent of the total permit fee paid when no work has been done under a permit issued in accordance with this Code.

The Building Official may authorize the refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan reviewing is done.

The Building Official shall not authorize the refunding of any fee paid except upon written application filed by the original applicant no later than 180 days after the date of fee payment.

K. Section 105.2.3, "Inspection Requests" is amended to read as follows:

105.2.3 Inspection Requests. It shall be the duty of the person doing the work authorized by a permit to notify the Authority Having Jurisdiction that such work is ready for inspection. The Authority Having Jurisdiction shall be permitted to require that a request for inspection be filed not less than 24 hours, not including weekends, before such inspection is desired. Such request shall be made electronically by telephone request service or via internet system.

It shall be the duty of the person requesting inspections in accordance with this code to provide access to and means for inspection of such work.

L. Section 105.2.4, "Advance Notice" is deleted.

M. Section 105.2.6, "Reinspections" is amended to read as follows:

105.2.6 Reinspections. A re-inspection fee may be assessed for any of the following reasons:

1. When such portion of work for which an inspection is called is not completely ready or when previous corrections called for are not made.
2. When the job address is not clearly posted and visible from the street or the front of the building.
3. When there is a lack of access to the work to be inspected.
4. When the building permit is not posted on the job site.
5. When the approved plans are not readily available to the inspector.
6. When the building permit, or a copy, and any previous correction notice(s) are not readily available.
7. For deviating from plans requiring the approval of the Building Official.

This section is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of this Code, but as controlling the practice of calling for inspections before the job is completely ready for such inspection.

To obtain a re-inspection, the applicant shall pay any re-inspection fee as prescribed by resolution of the City of Rancho Cordova.

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In instances where re-inspection fees have been assessed, no additional inspection of the work will be performed until the required fees have been paid.

N. Section 106.2, "Notices of Violation" is amended to read as follows:

106.2 Notices of Violation. Notices of violation shall be written by the Authority Having Jurisdiction and shall be permitted to be posted at the site of the work or mailed or delivered to the permittee or their authorized representative.

Refusal, failure, or neglect to comply with such notice or order within the prescribed timeframe, shall be considered a violation of this code and shall be subject to the penalties set forth by the governing laws of the jurisdiction.

O. Section 106.5, "Authority to disconnect service utilities" is amended to read as follows:

106.5 Authority to disconnect service utilities. The Building Official or an authorized representative shall have the authority to disconnect any utility service or energy supplied to the building, structure, or building service equipment therein regulated by this Code or the Technical Codes when the building owner or occupant knowingly fails to comply with a notice or order, in case of emergency where necessary to eliminate an immediate hazard to life or property, or where such utility connection has been made without approval of the building official.

The Building Official shall notify the serving utility, and, whenever possible, the owner and occupant of the building, structure, or service system of the decision to disconnect prior to taking such action and shall notify such serving utility, owner, and occupant of the building, structure, or building service equipment, in writing, of such disconnection immediately thereafter.

P. Section 106.6, "Authority to condemn building service equipment" is amended to read as follows:

106.6 Authority to condemn building service equipment. Whenever the Building Official ascertains that any building service equipment regulated in the Technical Codes has become hazardous to life, health, or property or becomes unsanitary, the Building Official shall order, in writing, that such equipment either be removed or restored to a safe or sanitary condition, whichever is appropriate. The written notice shall fix a time limit for compliance with such order. No person shall use or maintain defective building service equipment after receiving such notice.

When such equipment or installation is to be disconnected, a written notice of such disconnection and causes therefore shall be given within 24 hours to the serving utility, the owner, and occupant of such building, structure, or premises.

When any building service equipment is maintained in violation of the Technical Codes and in violation of any notice issued pursuant to the provisions of this section, the Building Official shall institute any appropriate action to prevent, restrain, correct, or abate the violation.

Q. Section 106.7, "Connection after order to disconnect" is added to read as follows:

106.7 Connection after order to disconnect. No person shall make connections from any energy, fuel, or power supply nor supply energy or fuel to any building service utilities or equipment that has been disconnected or ordered to be disconnected by the Building Official or the use of which has been

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ordered to be discontinued by the Building Official until the Building Official authorizes the reconnection and use of such equipment.

The Building Official shall have the right to withhold clearing building service utilities or equipment for hookup by the service agency if the owner or contractor refuses to comply with other ordinances affecting the structure as a whole.

S. Table 104.5 "Plumbing Permit Fees" is deleted.

16.02.090 Amendments to the 2019 California Mechanical Code.

A. Section 104.2, "Exempt Work" is amended to read as follows:

104.2 Exempt Work. Exemptions from permit requirements of this code shall not be deemed to grant authorization for any work to be done in any manner in violation of the provisions of this code or any other laws or ordinances of this jurisdiction. A permit shall not be required for the following:

1. Portable heating appliances.
2. Portable ventilation appliances.
3. Portable cooling units.
4. Steam, hot- or chilled-water piping within any heating or cooling equipment regulated by this code.
5. Replacement of any minor part that does not alter approval of equipment or make such equipment unsafe.
6. Portable evaporative coolers.
7. Self-contained refrigeration systems containing 10 pounds (4.54 kg) or less of refrigerant or that are actuated by motors of 1 horsepower (746 W) or less.
8. Portable-fuel-cell appliances that are not connected to a fixed piping system and are not interconnected to a power grid.

B. Section 104.3.2, "Plan Review Fees" is amended to read:

104.3.2 Plan Review Fees. Plan Review fees shall be calculated and collected per resolution of the City Council of the City of Rancho Cordova.

C. Section 104.3.3, "Time limitation of application" is amended to read as follows:

104.3.3 Time limitation of application. An application for a permit for any proposed work shall be deemed to have been abandoned if work hasn't commenced within 180 days, calculated after the date of filing, unless such application has been pursued in good faith or a permit has been issued. The Building Official may extend the time for action for a period not exceeding 90 days upon written request by the applicant showing that circumstances beyond the control of the applicant have prevented action from being taken.

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Any application not issued prior to the effective date of any new law, statute, provision, ordinance, or any revision or update to the same, that directly or indirectly applies to code regulation and enforcement, will be deemed void, and a new application shall be made, and new fees shall be calculated and collected at the rates currently in effect at the time of the new application.

D. Section 104.3.4, "Deferred submittals" is added to read as follows:

104.3.4 Deferred submittals. For the purposes of this section, deferred submittals are defined as those portions of the design that are not submitted at the time of the application and that are to be submitted to the Building Official within a specified period. Deferral of any submittal items shall have the prior approval of the Building Official. The registered design professional in responsible charge shall list the deferred submittals on the construction documents for review by the Building Official. Documents for deferred submittal items shall be submitted to the registered design professional in responsible charge who shall review them and forward them to the Building Official with a notation indicating that the deferred submittal documents have been reviewed and been found to be in general conformance to the design of the building. The deferred submittal items shall not be installed until the design and submittal documents have been approved by the Building Official.

E. Section 104.4.3, "Permit Expiration" is amended to read as follows:

104.4.3 Permit Expiration. Every permit issued by the Building Official under the provisions of the Technical Codes shall expire by limitation and become null and void if the building or work authorized by such permit is not commenced within 365 days of permit issuance, and/or completed within the prescribed time frame, as determined in Table M105. Permits where no inspection activity has occurred for a period of 180 days, and the permit has been determined to be abandoned, may be expired administratively if no attempt is made by the permittee to retain the permits open status.

Before work can be recommenced, the expired permit shall be renewed. The minimum fee for renewal will be calculated as one hour of inspection time, plus one hour of administrative work time, multiplied by the current labor rate for the appropriate positions. The maximum renewal fee will not exceed the full permit fee cost, provided no changes have been made or will be made in the original plans and specifications for such work; and provided further that such suspension or abandonment has not exceeded 180 days, as prescribed by California Health & Safety Code 18938.6.

Permits deemed to have been expired, suspended or abandoned shall be subject to all permit related fee increases, and new fees and code requirements currently in effect at the time of permit renewal as applicable, subject to the discretion of the Building Official.

All permits will become null and void ("closed") 180 days after the prescribed expiration date as described in Table M105.

The Building Official may extend the time for action by the permittee upon written request showing that circumstances beyond the control of the permittee have prevented action from being taken. Extensions may granted in no more than 180 days increments.

Table M105

Permit Description (and Type)	Application Time Limit	Permit Time Limit from issuance
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Commercial Incidental Permits (Miscellaneous Plumbing, Electrical, Mechanical)	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection
Residential Incidental Permits (Miscellaneous Plumbing, Electrical, Mechanical)	180 days from plan approval to issue permit	365 days to commence work; 365 days to pass Final Inspection

F. Section 104.4.4, "Extensions" is deleted, and incorporated into Section 104.3.3

G. Section 104.4.6, "Retention of Plans" is amended to read as follows:

104.4.6 Retention of Plans. One set of approved construction documents and computations, either paper or electronic, will be retained by the Authority Having Jurisdiction until final approval of the work covered therein.

Plans will be retained as required by the jurisdiction's Record Retention Policy, a copy of which is available for inspection from the Authority Having Jurisdiction.

H. Section 104.5, "Schedule of permit fees" is amended to read as follows:

104.5 Schedule of permit fees. On buildings, structures, electrical, gas, mechanical and plumbing systems or alterations requiring a permit, a fee for each permit shall be paid as required, in accordance with the schedule as prescribed by resolution of the City of Rancho Cordova.

When submittal documents are required, a plan review fee shall be paid at the time of submitting the documents for plan review. Said plan review fee shall be prescribed by resolution of the City of Rancho Cordova.

The plan review fees specified in this Section are separate fees from the permit fees specified in this Section and are in addition to the permit fees.

When submittal documents are incomplete or changed so as to require additional plan review, or when the project involves a deferred submittal item as defined in Section 104.3.4, an additional plan review fee shall be charged as prescribed by resolution of the City of Rancho Cordova.

I. Section 104.5.2, "Violation Fee" is amended to read as follows:

104.5.2 Violation Fee. Any person who violates a provision of this code or fails to comply with any of the requirements thereof or who erects, constructs, alters or repairs a building or structure in violation of the approved construction documents or directive of the Building Official, or of a permit or certificate issued under the provisions of this code, shall be subject to penalties as prescribed by law.

A violation fee is separate and independent from other fees, shall be collected whether or not a permit is then or subsequently issued, provided, however, that this provision shall not apply to emergency work when it is proved to the satisfaction of the Building Official that such work was urgently necessary and that it was not practical to obtain a permit before commencement of the work. In all such cases, a permit must be obtained as soon as it is practical to do so; and, if there is an unreasonable delay in obtaining such permit, the violation fee as herein provided shall be charged.

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The *minimum* violation fee will be based on one hour of inspection time, plus one hour of administrative work time, multiplied by the current labor rate for the appropriate position, plus the Total Permit Fee of any permits necessary to mitigate the violation.

The *maximum* violation fee will not exceed the amount equal to the Total Permit Fee, plus one hour of inspection time and one hour of administrative work time, plus the Total Permit Fee of any permits necessary to mitigate the violation. The payment of such violation fee shall not exempt any person from compliance with other provisions of this Code, the Technical Codes, or from any penalty prescribed by law.

Any person who violates the provisions of this code may also become subject to an Administrative Citation as described in RCMC Chapter 16.18.205(F).

J. Section 104.5.3, "Refunds" is amended to read as follows:

104.5.3 Refunds. The Building Official may authorize the refunding of any fee paid hereunder that was erroneously paid or collected.

The Building Official may authorize the refunding of not more than 40 percent of the total permit fee paid when no work has been done under a permit issued in accordance with this Code.

Where no plan review fee was required, the Building Official may authorize the refunding of not more than 80 percent of the total permit fee paid when no work has been done under a permit issued in accordance with this Code.

The Building Official may authorize the refunding of not more than 80 percent of the plan review fee paid when an application for a permit for which a plan review fee has been paid is withdrawn or canceled before any plan reviewing is done.

The Building Official shall not authorize the refunding of any fee paid except upon written application filed by the original applicant no later than 180 days after the date of fee payment.

K. Section 105.2.3, "Inspection Requests" is amended to read as follows:

105.2.3 Inspection Requests. It shall be the duty of the person doing the work authorized by a permit to notify the Authority Having Jurisdiction that such work is ready for inspection. The Authority Having Jurisdiction shall be permitted to require that a request for inspection be filed not less than 24 hours, not including weekends, before such inspection is desired. Such request shall be made electronically by telephone request service or via internet system.

It shall be the duty of the person requesting inspections in accordance with this code to provide access to and means for inspection of such work.

L. Section 105.2.4, "Advance Notice" is deleted, and incorporated into section 105.2.3

M. Section 105.2.6, "Reinspections" is amended to read as follows:

105.2.6 Reinspections. A re-inspection fee may be assessed for any of the following reasons:

1. When such portion of work for which an inspection is called is not completely ready or when previous corrections called for are not made.

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2. When the job address is not clearly posted and visible from the street or the front of the building.
3. When there is a lack of access to the work to be inspected.
4. When the building permit is not posted on the job site.
5. When the approved plans are not readily available to the inspector.
6. When the building permit, or a copy, and any previous correction notice(s) are not readily available.
7. For deviating from plans requiring the approval of the Building Official.

This section is not to be interpreted as requiring re-inspection fees the first time a job is rejected for failure to comply with the requirements of this Code, but as controlling the practice of calling for inspections before the job is completely ready for such inspection.

To obtain a re-inspection, the applicant shall pay any re-inspection fee as prescribed by resolution of the City of Rancho Cordova.

In instances where re-inspection fees have been assessed, no additional inspection of the work will be performed until the required fees have been paid.

N. Section 106.2, "Notices of Violation" is amended to read as follows:

106.2 Notices of Violation. Notices of violation shall be written by the Authority Having Jurisdiction and shall be permitted to be posted at the site of the work or mailed or delivered to the permittee or their authorized representative.

Refusal, failure, or neglect to comply with such notice or order within the prescribed timeframe, shall be considered a violation of this code and shall be subject to the penalties set forth by the governing laws of the jurisdiction.

O. Section 106.5, "Authority to disconnect service utilities" is amended to read as follows:

106.5 Authority to disconnect service utilities. The Building Official or an authorized representative shall have the authority to disconnect any utility service or energy supplied to the building, structure, or building service equipment therein regulated by this Code or the Technical Codes when the building owner or occupant knowingly fails to comply with a notice or order, in case of emergency where necessary to eliminate an immediate hazard to life or property, or where such utility connection has been made without approval of the building official.

The Building Official shall notify the serving utility, and, whenever possible, the owner and occupant of the building, structure, or service system of the decision to disconnect prior to taking such action and shall notify such serving utility, owner, and occupant of the building, structure, or building service equipment, in writing, of such disconnection immediately thereafter.

P. Section 106.6, "Authority to condemn building service equipment" is amended to read as follows:

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106.6 Authority to condemn building service equipment. Whenever the Building Official ascertains that any building service equipment regulated in the Technical Codes has become hazardous to life, health, or property or becomes unsanitary, the Building Official shall order, in writing, that such equipment either be removed or restored to a safe or sanitary condition, whichever is appropriate. The written notice shall fix a time limit for compliance with such order. No person shall use or maintain defective building service equipment after receiving such notice.

When such equipment or installation is to be disconnected, a written notice of such disconnection and causes therefore shall be given within 24 hours to the serving utility, the owner, and occupant of such building, structure, or premises.

When any building service equipment is maintained in violation of the Technical Codes and in violation of any notice issued pursuant to the provisions of this section, the Building Official shall institute any appropriate action to prevent, restrain, correct, or abate the violation.

Q. Section 106.7, "Connection after order to disconnect" is added to read as follows:

106.7 Connection after order to disconnect. No person shall make connections from any energy, fuel, or power supply nor supply energy or fuel to any building service utilities or equipment that has been disconnected or ordered to be disconnected by the Building Official or the use of which has been ordered to be discontinued by the Building Official until the Building Official authorizes the reconnection and use of such equipment.

The Building Official shall have the right to withhold clearing building service utilities or equipment for hookup by the service agency if the owner or contractor refuses to comply with other ordinances affecting the structure as a whole.

R. Table 104.5 "Mechanical Permit Fees" is deleted.

16.02.100 Administration of the Technical Codes.

A. Rancho Cordova Building Code. The Rancho Cordova Building Code contained within Chapter 16.04 of the Rancho Cordova Municipal Code shall be governed by the administrative, organizational, and enforcement rules of the 2019 California Building Code, as adopted and amended by this Chapter.

B. Rancho Cordova Residential Building Code. The Rancho Cordova Residential Building Code contained within Chapter 16.06 of the Rancho Cordova Municipal Code shall be governed by the administrative, organizational, and enforcement rules of the 2019 California Residential Code, as adopted and amended by this Chapter.

C. Rancho Cordova Electrical Code. The Rancho Cordova Electrical Code contained with Chapter 16.28 of the RCMC shall be governed by the administrative, organizational, and enforcement rules of the 2019 California Building Code, as adopted and amended by this Chapter.

D. Rancho Cordova Energy Code. The Rancho Cordova Energy Code contained with Chapter 16.26 of the RCMC shall be governed by the administrative, organizational, and enforcement rules of the 2019 California Building Code, as adopted and amended by this Chapter.

E. Rancho Cordova Historical Building Code. The Rancho Cordova Historical Building Code contained within Chapter 16.05 of the Rancho Cordova Municipal Code shall be governed by the

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administrative, organizational, and enforcement rules of the 2019 California Building Code, as amended and adopted by this Chapter, and the 2019 Historical Building Code, as adopted by this Chapter.

F. Rancho Cordova Existing Building Code. The Rancho Cordova Existing Building Code contained within Chapter 16.10 of the Rancho Cordova Municipal Code shall be governed by the administrative, organizational, and enforcement rules of the 2019 California Building Code, as amended and adopted by this Chapter, and the 2019 Existing Building Code, as adopted by this Chapter.

G. Rancho Cordova Plumbing Code. The Rancho Cordova Plumbing Code contained within Chapter 16.24 of the Rancho Cordova Municipal Code shall be governed by the administrative, organizational, and enforcement rules of the 2019 California Building Code, as amended and adopted by this Chapter, and the 2019 Plumbing Code, as adopted by this Chapter.

H. Rancho Cordova Plumbing Code. The Rancho Cordova Mechanical Code contained within Chapter 16.32 of the Rancho Cordova Municipal Code shall be governed by the administrative, organizational, and enforcement rules of the 2019 California Building Code, as amended and adopted by this Chapter, and the 2019 Mechanical Code, as adopted by this Chapter.

I. Rancho Cordova Green Building Code. The Rancho Cordova Green Building Code contained within Chapter 16.38 of the Rancho Cordova Municipal Code shall be governed by the administrative, organizational, and enforcement rules of the 2019 California Building Code, as adopted and amended by this Chapter.

H. Rancho Cordova Swimming Pool and Spa Code. The Rancho Cordova Swimming Pool and Spa Code contained within Chapter 16.36 of the Rancho Cordova Municipal Code, shall be governed by the administrative, organizational, and enforcement rules of the 2019 California Building Code, as amended and adopted by this Chapter.

K. Rancho Cordova Moving Buildings Code. The Rancho Cordova Moving Buildings Code are contained within RCMC chapter 16.40, "Moving Buildings."

Section 2. Severability

If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable. This City Council hereby declares that it would have adopted this ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed and the balance of the ordinance be enforced.

Section 3. Effective Date and Publication

Within fifteen (15) days from and after adoption, this Ordinance shall be published once in the Grapevine Independent, a newspaper of general circulation printed and published in Sacramento County and circulated in the City of Rancho Cordova, in accordance with California 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 18th day of November 2019, by the following vote:

ATTACHMENT 2**AYES:****NOES:****ABSENT:****ABSTAIN:**

Robert J. McGarvey, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk

ATTACHMENT 3**CITY OF RANCHO CORDOVA****ORDINANCE NO. 13-2019**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
REPEALING AND REPLACING CHAPTER 16.04, "BUILDING CODE" OF THE RANCHO
CORDOVA MUNICIPAL CODE, WHICH ADOPTS BY REFERENCE AND MAKES
AMENDMENTS TO THE 2019 CALIFORNIA BUILDING CODE BASED ON THE 2018
INTERNATIONAL BUILDING CODE**

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

Section 1. Title 16, Chapter 16.04, "Building Code," is hereby repealed and replaced, in its entirety, to read as follows:

**Chapter 16.04
BUILDING CODE**

Sections:

- 16.04.010 Title.
- 16.04.020 Purpose.
- 16.04.030 Adoption of Building Codes.
- 16.04.040 Amendment of Adopted Codes.

16.04.010 Title.

This chapter shall be known and cited as the Rancho Cordova Building Code.

16.04.020 Purpose.

The purpose of the Rancho Cordova Building Code is to provide minimum standards to safeguard life or limb, health, property, and public welfare by regulating and controlling the design, construction, installation, quality of materials, use and occupancy, location and maintenance of all buildings and structures within this jurisdiction, and certain equipment specifically regulated herein.

16.04.030 Adoption of building codes.

The 2019 California Building Code, Part 2, Title 24 of the California Code of Regulations (hereinafter referred to as the "State Code"), incorporating the International Building Code, 2018 Edition, published by the International Code Council, including Appendix C (Group U-Agricultural Buildings), Appendix I (Patio Covers), and Appendix O (Emergency Housing), and any rules and regulations promulgated pursuant thereto, are hereby adopted and incorporated by reference herein. Except as otherwise provided by this chapter and Chapter 16.02 RCMC, the provisions thereof shall be controlling within the limits of the City of Rancho Cordova.

16.04.040 Amendment of adopted codes.

Notwithstanding the provisions of RCMC 16.04.030, the State Code is amended as follows:

- A. Section 1907.1, "General," is amended to read as follows:

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1907.1 General. The minimum thickness of concrete floor slabs supported directly on the ground shall not be less than 3 1/2 inches (89 mm). Groups R-1 and R-3 occupancies with concrete floors bearing on the ground shall have provided below the concrete floor a minimum of 4 inches of clean, well graded crushed rock or gravel 3/8 inch minimum to 1 1/2 inches maximum size. A 6-mil (0.006 inch; 0.15 mm) polyethylene vapor retarder with joints lapped not less than 6 inches (152 mm) shall be placed between the base course or subgrade and the concrete floor slab, or other approved equivalent methods or materials shall be used to retard vapor transmission through the floor slab.

Exception: A vapor retarder is not required:

1. For detached structures accessory to occupancies in Group R-3, such as garages, utility buildings or other unheated facilities.
2. For unheated storage rooms having an area of less than 70 square feet (6.5 m²) and carports attached to occupancies in Group R-3.
3. For buildings of other occupancies where migration of moisture through the slab from below will not be detrimental to the intended occupancy of the building.
4. For driveways, walks, patios and other flatwork which will not be enclosed at a later date.
5. Where approved by the building official, based on local site conditions.

Section 2. Severability

If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable. This City Council hereby declares that it would have adopted this ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed, and the balance of the ordinance be enforced.

Section 3. Effective Date and Publication

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

ATTACHMENT 3

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 18th day of November 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Robert J. McGarvey, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk

ATTACHMENT 4**CITY OF RANCHO CORDOVA****ORDINANCE NO. 14-2019**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
ADOPTING CHAPTER 16.05, "HISTORICAL BUILDING CODE" OF THE RANCHO
CORDOVA MUNICIPAL CODE WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA
HISTORICAL BUILDING CODE**

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

Section 1. Title 16, Chapter 16.05, "Historical Building Code," is hereby adopted, to read as follows:

**Chapter 16.05
HISTORICAL BUILDING CODE**

Sections:

- 16.05.010 Title.
- 16.05.020 Purpose.
- 16.05.030 Adoption of Historical Building Code.

16.05.010 Title.

This chapter shall be known and cited as the Rancho Cordova Historical Building Code.

16.05.020 Purpose.

The purpose of the Rancho Cordova Historical Building Code is to provide minimum standards to safeguard life or limb, health, property, and public welfare by regulating and controlling the design, construction, installation, quality of materials, use and occupancy, location and maintenance of Historical buildings and structures within this jurisdiction.

16.05.030 Adoption of the Historical Building Code.

The 2019 California Historical Building Code, Part 10, Title 24 of the California Code of Regulations (hereinafter referred to as the "State Code"), and any rules and regulations promulgated pursuant thereto, are hereby adopted and incorporated by reference herein. Except as otherwise provided by this chapter, the provisions thereof shall be controlling within the limits of the City of Rancho Cordova.

Section 2. Severability

If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable. This City Council hereby declares that it would have adopted this ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed and the balance of the ordinance be enforced.

Section 3. Effective Date and Publication

ATTACHMENT 4

Within fifteen (15) days from and after adoption, this Ordinance shall be published once in the Grapevine Independent, a newspaper of general circulation printed and published in Sacramento County and circulated in the City of Rancho Cordova, in accordance with California 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 18th day of November 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Robert J. McGarvey, Mayor

Stacy Leitner, CMC
City Clerk

ATTACHMENT 5**CITY OF RANCHO CORDOVA****ORDINANCE NO. 15-2019**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
REPEALING AND REPLACING CHAPTER 16.06, "RESIDENTIAL CODE" OF THE RANCHO
CORDOVA MUNICIPAL CODE, WHICH ADOPTS BY REFERENCE AND MAKES
AMENDMENTS TO THE 2019 CALIFORNIA RESIDENTIAL CODE BASED ON THE 2018
INTERNATIONAL RESIDENTIAL CODE**

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

Section 1. Title 16, Chapter 16.06, "Residential Code," is hereby repealed and replaced, in its entirety, to read as follows:

**Chapter 16.06
RESIDENTIAL BUILDING CODE**

Sections:

- 16.06.010 Title.
- 16.06.020 Purpose.
- 16.06.030 Adoption of building codes.
- 16.06.040 Scope
- 16.06.050 Amendment of adopted codes.

16.06.010 Title.

This chapter shall be known and cited as the Rancho Cordova Residential Building Code.

16.06.020 Purpose.

The purpose of the Rancho Cordova Residential Building Code is to provide minimum standards to safeguard life or limb, health, property, and public welfare by regulating and controlling the design, construction, installation, quality of materials, use and occupancy, location and maintenance of all buildings and structures within this jurisdiction, and certain equipment specifically regulated herein.

16.06.030 Adoption of building codes.

The 2019 California Residential Code, Part 2.5, (hereinafter referred to as the "CRC") Title 24 of the California Code of Regulations (hereinafter referred to as the "State Code"), incorporating the International Residential Code, 2018 Edition, as published by the International Code Council, including Appendices H (Patio Covers), J (Existing Buildings and Structures), Q (Tiny Houses), R (Light Straw-Clay Construction), and S (Strawbale Construction), and any rules and regulations promulgated pursuant thereto, are hereby adopted and incorporated by reference herein. Except as otherwise provided by this chapter and Chapter 16.02 RCMC, the provisions thereof shall be controlling within the limits of the City of Rancho Cordova. [Ord. 33-2013 § 1; Ord. 29-2010 § 1].

16.06.040 Scope.

The provisions of the Rancho Cordova Residential Building Code shall serve as the organizational, and enforcement rules and regulations for the technical codes that regulate the site preparation and construction, alteration, moving, demolition, repair, use, and occupancy of

ATTACHMENT 5

residential buildings and structures; including, but not limited to, one and two-family dwellings, townhomes, docks, boathouses, and building service equipment within this jurisdiction.

16.06.050 Amendment of adopted codes.

Notwithstanding the provisions of RCMC 16.06.030, the State Code is amended as follows:

A. Section R506.2.3, "Vapor retarder," is amended to read as follows:

R506.2.3 Vapor retarder. Groups R-1 and R-3 occupancies with concrete floors bearing on the ground shall have provided below the concrete floor a minimum of 4 inches of clean, well graded crushed rock or gravel 3/8 inch minimum to 1 1/2 inches maximum size. A 6-mil (0.006 inch; 0.15 mm) polyethylene vapor retarder with joints lapped not less than 6 inches (152 mm) shall be placed between the concrete floor slab and the base course or the prepared subgrade where a base course does not exist, or other approved equivalent methods or materials shall be used to retard vapor transmission through the floor slab.

Exception: A vapor retarder is not required:

1. For detached structures accessory to occupancies in Group R-3, such as garages, utility buildings or other unheated facilities.
2. For unheated storage rooms having an area of less than 70 square feet (6.5 m²) and carports.
3. For driveways, walks, patios and other flatwork not likely to be enclosed at a later date.
4. Where approved by the building official, based on local site conditions.

Section 2. Severability

If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable. This City Council hereby declares that it would have adopted this ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed and the balance of the ordinance be enforced.

Section 3. Effective Date and Publication

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

ATTACHMENT 5

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 18th day of November, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Robert J. McGarvey, Mayor

Stacy Leitner, CMC
City Clerk

ATTACHMENT 6**CITY OF RANCHO CORDOVA****ORDINANCE NO. 16-2019**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
ADOPTING CHAPTER 16.10, "EXISTING BUILDING CODE" OF THE RANCHO CORDOVA
MUNICIPAL CODE, WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA EXISTING
BUILDING CODE**

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

Section 1. Title 16, Chapter 16.10, "Existing Building Code," is hereby adopted, to read as follows:

**Chapter 16.10
EXISTING BUILDING CODE**

Sections:

- 16.10.010 Title.
- 16.10.020 Purpose.
- 16.10.030 Adoption of Existing Building Code.

16.10.010 Title.

This chapter shall be known and cited as the Rancho Cordova Existing Building Code.

16.10.020 Purpose.

The purpose of the Rancho Cordova Existing Building Code is to provide minimum standards to safeguard life or limb, health, property, and public welfare by regulating and controlling the design, construction, installation, quality of materials, use and occupancy, location and maintenance of existing buildings and structures within this jurisdiction.

16.10.030 Adoption of the Existing Building Code.

The 2019 California Existing Building Code, Part 10, Title 24 of the California Code of Regulations (hereinafter referred to as the "State Code"), and any rules and regulations promulgated pursuant thereto, are hereby adopted and incorporated by reference herein. Except as otherwise provided by this chapter, the provisions thereof shall be controlling within the limits of the City of Rancho Cordova.

Section 2. Severability

If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable. This City Council hereby declares that it would have adopted this ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed and the balance of the ordinance be enforced.

Section 3. Effective Date and Publication

ATTACHMENT 6

Within fifteen (15) days from and after adoption, this Ordinance shall be published once in the Grapevine Independent, a newspaper of general circulation printed and published in Sacramento County and circulated in the City of Rancho Cordova, in accordance with California 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 18th day of November, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Robert J. McGarvey, Mayor

Stacy Leitner, CMC
City Clerk

ATTACHMENT 7**CITY OF RANCHO CORDOVA****ORDINANCE NO. 17-2019**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
REPEALING AND REPLACING CHAPTER 16.24, "PLUMBING CODE" OF THE RANCHO
CORDOVA MUNICIPAL CODE, WHICH ADOPTS BY REFERENCE AND MAKES
AMENDMENTS TO THE 2019 CALIFORNIA PLUMBING CODE BASED ON THE 2018
UNIFORM PLUMBING CODE**

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

Section 1. Title 16, Chapter 16.24, "Plumbing Code," is hereby repealed and replaced, in its entirety, to read as follows:

**Chapter 16.24
PLUMBING CODE**

Sections:

- 16.24.010 Title.
- 16.24.020 Purpose.
- 16.24.030 Adoption of plumbing codes.
- 16.24.040 Amendment of adopted codes.

16.24.010 Title.

This chapter shall be known and cited as the Rancho Cordova Plumbing Code.

16.24.020 Purpose.

The purpose of the Rancho Cordova Plumbing Code is to provide minimum requirements and standards for the protection of the public health, safety, and welfare.

16.24.030 Adoption of plumbing codes.

The 2019 California Plumbing Code, Part 5, Title 24 of the California Code of Regulations (hereinafter referred to as the "State Code") , incorporating the Uniform Plumbing Code, 2018 Edition, as published by the International Association of Plumbing and Mechanical Officials, and any rules and regulations promulgated pursuant thereto, are hereby adopted and incorporated by reference herein. Except as otherwise provided by this chapter and Chapter 16.02 RCMC, the provisions thereof shall be controlling within the limits of the City of Rancho Cordova.

16.24.040 Amendment of adopted codes.

Notwithstanding the provisions of RCMC 16.24.030, the State Code, is amended as follows:

A. 103.5, "Private Sewage Disposal Systems," is added to read as follows:

103.5 Private Sewage Disposal Systems. The installation of private sewage disposal systems is under the jurisdiction of the Environmental Health Division of the Sacramento County Environmental Management Department.

B. Section 312.5 is amended to read as follows:

ATTACHMENT 7

312.5 Each system of buried ferrous piping used for either potable water or gas supply shall have a protective coating of an approved type, machine applied and conforming to recognized standards. Field wrapping shall provide equivalent protection and is restricted to those short sections and fittings necessarily stripped for threading.

All buried ferrous piping shall be provided with cathodic protection installed according to Table 312 of this Section and the following requirements:

1. Galvanic anodes for cathodic protection of ferrous piping shall be buried not less than 3 feet below grade and below the bottom of the pipe to be protected. They shall be not less than 4 feet horizontally from any buried metallic pipe. Before back filling, the anode shall be flooded with a minimum of 5 gallons of water.

When connected to the pipe being protected, less than 6 inches above grade, the anode shall be connected with a thermite weld. Connections 6 inches or more above grade may be made by the use of a listed mechanical clamp.

2. Water supply piping shall be isolated at the connection of the utility or private tap from the water main and at each building foundation line adjacent to the full-way shutoff valve.
3. Gas supply piping shall be isolated adjacent to each foundation line or at the appliance when located outside the building and from the serving gas supplier's service equipment.
4. Approved isolation fittings shall be located a minimum of 6 inches above grade, except that fitting at the water tap.
5. Any piping laid in the same trench with pipe requiring cathodic protection shall be separated laterally a minimum of 12 inches from the protected pipe, and piping installed diagonally above the pipe requiring cathodic protection shall be separated vertically a minimum of 6 inches. All separations shall be maintained with clean earth in accordance with Section 314.0.

C. Table 312 is added to read as follows:

Table 312

ANODE SELECTION CHART

Allowable length of coated and wrapped buried ferrous gas or water pipe for each size anode						
	Pipe Size					
Anode Size	1/2"	3/4" & 1"	1 1/4" & 1 1/2"	2"	3"	4"
1 lb. anode	50'	–	–	–	–	–
3 lb. anode	150'	100'	50'	50'	–	–
9 lb. anode	500'	200'	200'	150'	100'	100'
17 lb. anode	–	500'	350'	300'	250'	150'
32 lb. anode	–	–	500'	500'	450'	350'

D. Section 713.4 is amended to read as follows:

713.4 The public sewer shall be permitted to be considered as not being available when such public sewer or any building or exterior drainage facility connected thereto is located more than two hundred (200) feet (61 m) from the property line.

E. Section D101.1, "Applicability," of Appendix D, is amended to read as follows:

D101.1 Applicability. Roof drains, leaders and rainwater piping shall be designed to carry away rainfall at the rate of at least 3 inches of rainfall per hour.

Section 2. Severability

If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable. This City Council hereby declares that it would have adopted this ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed and the balance of the ordinance be enforced.

Section 3. Effective Date and Publication

Within fifteen (15) days from and after adoption, this Ordinance shall be published once in the Grapevine Independent, a newspaper of general circulation printed and published in Sacramento County and circulated in the City of Rancho Cordova, in accordance with California 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 18th day of November, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Robert J. McGarvey, Mayor

Stacy Leitner, CMC
City Clerk

ATTACHMENT 8**CITY OF RANCHO CORDOVA****ORDINANCE NO. 18-2019**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
REPEALING AND REPLACING CHAPTER 16.26, "ENERGY CODE" OF THE RANCHO
CORDOVA MUNICIPAL CODE, WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA
ENERGY CODE**

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

Section 1. Title 16, Chapter 16.26, "Energy Code," is hereby adopted, to read as follows:

**Chapter 16.26
ENERGY CODE**

Sections:

- 16.26.010 Title.
- 16.26.020 Purpose.
- 16.26.030 Adoption of Energy Code.

16.05.010 Title.

This chapter shall be known and cited as the Rancho Cordova Energy Code.

16.05.020 Purpose.

The purpose of the Rancho Cordova Energy Code is to provide minimum standards to safeguard life or limb, health, property, and public welfare by regulating and controlling the design, construction, installation, quality of materials, use and occupancy, location and maintenance of all duly designated historic buildings and structures within this jurisdiction.

16.05.030 Adoption of the Energy Code.

The 2019 California Energy Code, Part 6, Title 24 of the California Code of Regulations (hereinafter referred to as the "State Code"), and any rules and regulations promulgated pursuant thereto, are hereby adopted and incorporated by reference herein. Except as otherwise provided by this chapter, the provisions thereof shall be controlling within the limits of the City of Rancho Cordova.

Section 2. Severability

If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable. This City Council hereby declares that it would have adopted this ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed and the balance of the ordinance be enforced.

ATTACHMENT 8**Section 3.** Effective Date and Publication

Within fifteen (15) days from and after adoption, this Ordinance shall be published once in the Grapevine Independent, a newspaper of general circulation printed and published in Sacramento County and circulated in the City of Rancho Cordova, in accordance with California 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 18th day of November, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Robert J. McGarvey, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk

ATTACHMENT 9**CITY OF RANCHO CORDOVA****ORDINANCE NO. 19-2019**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
REPEALING AND REPLACING CHAPTER 16.28, "ELECTRICAL CODE" OF THE RANCHO
CORDOVA MUNICIPAL CODE, WHICH ADOPTS BY REFERENCE AND MAKES
AMENDMENTS TO THE 2019 CALIFORNIA ELECTRICAL CODE BASED ON THE 2017
NATIONAL ELECTRICAL CODE**

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

Section 1. Title 16, Chapter 16.28, "Electrical Code," is hereby repealed and replaced, in its entirety, to read as follows:

**Chapter 16.28
ELECTRICAL CODE**

Sections:

- 16.28.010 Title.
- 16.28.020 Purpose.
- 16.28.030 Adoption of electrical codes.
- 16.28.040 Amendment of adopted codes.

16.28.010 Title.

This chapter shall be known and cited as the Rancho Cordova Electrical Code.

The purpose of the Rancho Cordova Electrical Code is to provide minimum electrical system standards to safeguard life or limb, health, property, and public welfare by regulating and controlling the design, construction, installation, and quality of materials.

16.28.030 Adoption of electrical codes.

The 2019 California Electrical Code (excluding all Appendices), Part 3, Title 24 of the California Code of Regulations (hereinafter referred to as the "State Code"), incorporating the National Electrical Code, 2017 Edition (excluding all Appendices), published by the National Fire Protection Association, and any rules and regulations promulgated pursuant thereto, are hereby adopted and incorporated by reference herein. Except as otherwise provided by this chapter, the provisions thereof shall be controlling within the limits of the City of Rancho Cordova.

16.28.040 Amendment of adopted codes.

Notwithstanding the provisions of RCMC 16.28.030, the State Code is amended as follows:

A. Article 210.25(A)1 is added to read as follows:

210.25(A)1 Branch Circuits Serving Common Use Areas. All circuits serving common use areas and public use areas shall be served from house service equipment. Where buildings are multi-metered, a separate meter for house equipment shall be required.

ATTACHMENT 9

- B. Article 225.22(A) and (B) are added to read as follows:

225.22(A) Fences. Electrical equipment and conduit shall not be installed on any fence.

Exception: Conduit and equipment shall be permitted on metallic and masonry fences when installed with a continuous support system.

225.22(B) Roofs. Raceways installed on or across roofs shall clear the roof a minimum of 1 1/2" and be supported every 4' or less.

- C. Article 230.28(C) and (D) are added to read as follows:

230.28(C) Service Entrance or Load Centers located in walls or partitions. When overhead service entrance conductors are installed in walls or partitions, they shall be enclosed in rigid metal or intermediate metal conduit of 1 1/2 inch minimum trade size.

230.28(D) Service Entrance method of attachment. No new or replacement overhead service drop shall be attached to the structure. The service mast shall be used as the support and shall be of minimum 1 1/2" rigid metal or intermediate metal conduit.

- D. Article 230.70(D) is added to read as follows:

230.70(D) Ten Foot Limit for Service Raceway. Service entrance conductors shall not extend inside any building for more than ten feet to reach the disconnect or overcurrent protection device except when under a concrete floor.

- E. Article 230.71 is amended to read as follows:

230.71 Service Switches. A single main disconnecting means shall be provided for each set of service entrance conductors. The service overcurrent device shall be an integral part of the disconnecting means. It shall be located at the nearest readily accessible location either outside of building or structure or inside nearest the point of entrance of the service conductors.

Exceptions:

1. A main disconnecting means shall not be required on Group R occupancies with not more than six dwelling units.
2. For fire pumps where a separate service is required.
3. For Emergency Electrical systems where a separate service is required.
4. Up to six switches or circuit breakers may be permitted provided not more than one is rated less than 2,000 amperes, 600 volts, and all switches or circuit breakers are installed in a common enclosure or group of enclosures.
5. Up to six switches or circuit breakers may be permitted for unmanned cellular monopole sites not located in or on a building.

- F. Article 300.5(L) is added to read as follows:

ATTACHMENT 9

300.5(L) Depth Requirement. All underground service entrance raceways shall be buried a minimum of 30 inches below grade unless located below a concrete building slab, in which case, the depth may be reduced to 12 inches below grade.

G. Article 600.1(A) and (B) are added to read as follows:

600.1(A) Electric Sign Installation. Electric signs shall be installed in accordance with the provisions of this Code pertaining to the installation of electric signs. The trademark, maker's name, approximate weight, voltage, amperage, Underwriters' label, and permit reference number, shall be permanently and conspicuously marked on the exterior of all electric signs.

600.1(B) Permit Required. An electrical permit shall be required for any of the following:

- A new electric sign installation with new branch wiring.
- A new electrical sign installation with existing branch wiring.
- An electric sign repair and reinstallation.

H. Article 625.1(A) is added to read as follows:

625.1(A) Charging Circuit required for R.3 Occupancies. Every new group R.3 occupancy building shall provide for a future electric vehicle charging circuit by providing a 3/4 inch raceway or a 3 wire with ground NM or NMC cable rated at a minimum 40 ampere from the service panel to a 2 gang box located in the garage.

Section 2. Severability

If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable. This City Council hereby declares that it would have adopted this ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed and the balance of the ordinance be enforced.

Section 3. Effective Date and Publication

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

ATTACHMENT 9

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 18th day of November, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Robert J. McGarvey, Mayor

Stacy Leitner, CMC
City Clerk

ATTACHMENT 10**CITY OF RANCHO CORDOVA****ORDINANCE NO. 20-2019**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
 REPEALING AND REPLACING CHAPTER 16.32, "MECHANICAL CODE" OF THE RANCHO
 CORDOVA MUNICIPAL CODE WHICH ADOPTS BY REFERENCE THE 2019 CALIFORNIA
 MECHANICAL CODE BASED ON THE 2018 UNIFORM MECHANICAL CODE**

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

Section 1. Title 16, Chapter 16.32, "Mechanical Code," is hereby repealed and replaced, in its entirety, to read as follows:

**Chapter 16.32
 MECHANICAL CODE**

Sections:

- 16.32.010 Title.
- 16.32.020 Purpose.
- 16.32.030 Adoption of mechanical codes.

16.32.010 Title.

This chapter shall be known and cited as the Rancho Cordova Mechanical Code.

16.32.020 Purpose.

The purpose of the Rancho Cordova Mechanical Code is to provide minimum system standards to safeguard life or limb, health, property, and public welfare by regulating and controlling the design, construction, installation, quality of materials, location, operation, and maintenance or use of heating, ventilating, cooling, refrigeration systems, incinerators, and other miscellaneous heat-producing appliances within this jurisdiction.

16.32.030 Adoption of mechanical codes.

The 2019 California Mechanical Code, Part 4, Title 24 of the California Code of Regulations (hereinafter referred to as the "State Code"), incorporating the Uniform Mechanical Code, 2018 Edition, published by the International Association of Plumbing and Mechanical Officials, and any rules and regulations promulgated pursuant thereto, are hereby adopted and incorporated by reference herein. Except as otherwise provided by this chapter, the provisions thereof shall be controlling within the limits of the City of Rancho Cordova.

Section 2. Severability

If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable. This City Council hereby declares that it would have adopted this ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed and the balance of the ordinance be enforced.

Section 3. Effective Date and Publication

ATTACHMENT 10

Within fifteen (15) days from and after adoption, this Ordinance shall be published once in the Grapevine Independent, a newspaper of general circulation printed and published in Sacramento County and circulated in the City of Rancho Cordova, in accordance with California 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 18th day of November, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Robert J. McGarvey, Mayor

Stacy Leitner, CMC
City Clerk

ATTACHMENT 11**CITY OF RANCHO CORDOVA****ORDINANCE NO. 21-2019**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
REPEALING AND REPLACING CHAPTER 16.36, "SWIMMING POOL CODE" OF THE
RANCHO CORDOVA MUNICIPAL CODE, WHICH ADOPTS BY REFERENCE AND MAKES
AMENDMENTS TO SECTION 3109.2 OF THE 2019 CALIFORNIA BUILDING CODE AND
PORTIONS OF THE 2018 INTERNATIONAL SWIMMING POOL AND SPA CODE**

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

Section 1. Title 16, Chapter 16.36, "Swimming Pool Code," is hereby repealed and replaced, in its entirety, to read as follows:

**Chapter 16.36
SWIMMING POOL AND SPA CODE**

Sections:

- 16.36.010 Title.
- 16.36.020 Purpose.
- 16.36.030 Adoption of specific codes.
- 16.36.040 Scope.
- 16.36.050 Definitions.
- 16.36.060 Amendments to the International Swimming Pool and Spa Code.
- 16.36.070 Amendments to the California Building Code.

16.36.010 Title.

This chapter shall be known and cited as the Rancho Cordova Swimming Pool and Spa Code.

16.36.020 Purpose.

The purpose of the Rancho Cordova Swimming Pool and Spa Code is to provide minimum requirements and standards for the protection of the public health, safety, and welfare within this jurisdiction, as well as to reference the many different codes that pertain to swimming pools, spa and hot tub safety.

16.36.030 Adoption of specific codes.

Sections 101 and 102 of Chapter 1, Chapters 2 through 3, and Chapters 7 through 10 of the 2018 International Swimming Pool and Spa Code, as published by the International Code Council, and the 2019 California Building Code, Chapter 31, Section 3109.2, Title 24 of the California Code of Regulations and any rules and regulations promulgated pursuant thereto, are hereby adopted and incorporated by reference herein. Except as otherwise provided by this chapter and Chapter 16.02 RCMC, the provisions thereof shall be controlling within the limits of the City of Rancho Cordova. .

16.36.040 Scope

The provisions of the Rancho Cordova Swimming Pool and Spa Code shall serve as the administrative, organizational, enforcement rules, and regulations for the technical codes that regulate the site preparation and construction, alteration, moving, demolition, repair, use, and

ATTACHMENT 11

occupancy of swimming pools, spas, hot tubs, and other water-containing devices intended for human emersion, and associated service equipment within this jurisdiction.

16.36.050 Definitions

Definitions for the administrative, organizational, enforcement rules, and regulations for the technical codes that regulate the site preparation and construction, alteration, moving, demolition, repair, and use of swimming pools, spas, hot tubs, and other water-containing devices intended for swimming or recreational bathing, and associated service equipment within this jurisdiction are contained within the 2019 California Building Code, Chapter 2, the 2019 California Residential Code, Chapter 2, the 2018 International Swimming Pool and Spa Code, Chapter 2, and California Health and Safety Code Section 115921.

16.36.060 Amendments to the International Swimming Pool and Spa Code

A. Section 102.7.1, "Application of the International Codes" is amended to read as follows:

[A] 102.7.1 Application of the California Codes. Where the California Residential Code is referenced in this code, the provisions of the California Residential Code shall apply to related systems in detached one- and two-family dwellings and townhouses not more than three stories in height. Other related systems shall comply with the applicable California Code or referenced standard.

B. References to International Codes, for example "International Building Code", "International Residential Code", "International Plumbing Code", "International Mechanical Code", etc. are not enforceable by the local government. Any such references to "International" codes in this code will mean the equivalent California-adopted version of that code, such as the California Building Code or California Residential Code. Where the referenced code does not have an equivalent State-approved version, the building official will determine a satisfactory substitute based on the alternative demonstrating that it meets recognized testing standards and has been used as a basis for interpretation in the past.

C. Chapter 3, General Compliance, is amended to remove any references to public pools. 2019 California Administrative Code (CCR Title 224 Part 1), Chapter 8, Article 1, Section 8-101(b) states "Swimming pools shall conform to the requirements of Chapter 31B, Part 2 Title 24, California Code of Regulations". 2019 CBC Chapter 31B is titled "Public Pools". Any references to "Public Swimming Pools", "Public Pools", "Public Spas", "Aquatic Recreation Facilities", or any other public facility covered in Chapter 31B shall be constructed as required by Chapter 31B of the 2019 CBC.

16.36.070 Amendments to the California Building Code.

A. California Building Code Chapter 31, Section 3109.2, "115921(c)" is amended to read as follows:

115921. (c) *"Enclosure" means a permanent fence wall, or other barrier that isolates a swimming pool from access to the home or neighboring properties. The term "permanent" shall mean not being able to be removed, lifted, or relocated without the use of a tool.*

ATTACHMENT 11

B. California Building Code Chapter 31, Section 3109.2, "115922" is amended to read as follows:

115922. (a) *Except as provided in Section 115925, when a building permit is issued for the construction of a new swimming pool or spa or the remodeling of an existing swimming pool or spa at a private single-family home, the respective swimming pool or spa shall be isolated from access from other properties by an enclosure that meets the requirements of Section 115923, and at least two of the following seven drowning prevention safety features:*

(1) *An enclosure that meets the requirements of Section 115923 and isolates the swimming pool or spa from the private single-family home.*

(2) *Removable mesh fencing that meets American Society for Testing and Materials (ASTM) Specifications F2286 standards in conjunction with a gate that is self-closing and self-latching and can accommodate a key lockable device.*

(3) *An approved safety pool cover, as defined in subdivision (d) of Section 115921.*

(4) *Exit alarms on the private single-family home's doors that provide direct access to the swimming pool or spa. The exit alarm may cause either an alarm noise or a verbal warning, such as a repeating notification that "the door to the pool is open."*

(5) *A self-closing, self-latching device with a release mechanism placed no lower than 54 inches above the floor on the private single-family home's doors providing direct access to the swimming pool or spa.*

(6) *An alarm that, when placed in a swimming pool or spa, will sound upon detection of accidental or unauthorized entrance into the water. The alarm shall meet and be independently certified to the ASTM Standard F2208 "Standard Safety Specification for Residential Pool Alarms," which includes surface motion, pressure, sonar, laser, and infrared type alarms. A swimming protection alarm feature designed for individual use, including an alarm attached to a child that sounds when the child exceeds a certain distance or becomes submerged in water, is not a qualifying drowning prevention safety feature.*

(7) *Other means of protection, if the degree of protection afforded is equal to or greater than that afforded by any of the features set forth above and has been independently verified by an approved testing laboratory as meeting standards for those features established by the ASTM or the American Society of Mechanical Engineers (ASME).*

(b) *Before the issuance of a final approval for the completion of permitted construction or remodeling work, the local building code official shall inspect the drowning safety prevention features required by this section and, if no violations are found, shall give final approval.*

115923. *An enclosure shall have all of the following characteristics:*

(a) *Any access gates through the enclosure open away from the swimming pool and are self-closing with a self-latching device placed no lower than 60 inches above the ground.*

(b) *A minimum height of 60 inches.*

(c) *A maximum vertical clearance from the ground to the bottom of the enclosure of two inches.*

(d) *Gaps or voids, if any, do not allow passage of a sphere equal to or greater than four inches in diameter.*

ATTACHMENT 11

(e) An outside surface free of protrusions, cavities, or other physical characteristics that would serve as handholds or footholds that could enable a child below the age of five years to climb over.

Section 2. Severability

If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable. This City Council hereby declares that it would have adopted this ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed and the balance of the ordinance be enforced.

Section 3. Effective Date and Publication

Within fifteen (15) days from and after adoption, this Ordinance shall be published once in the Grapevine Independent, a newspaper of general circulation printed and published in Sacramento County and circulated in the City of Rancho Cordova, in accordance with California 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 18th day of November, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Robert J. McGarvey, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk

ATTACHMENT 12**CITY OF RANCHO CORDOVA****ORDINANCE NO. 22-2019**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
REPEALING AND REPLACING CHAPTER 16.38, "GREEN BUILDING CODE" OF THE
RANCHO CORDOVA MUNICIPAL CODE, WHICH ADOPTS BY REFERENCE THE 2019
CALIFORNIA GREEN BUILDING STANDARDS CODE**

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

Section 1. Title 16, Chapter 16.38, "Green Building Code," is hereby repealed and replaced, in its entirety, to read as follows:

**Chapter 16.38
GREEN BUILDING CODE**

Sections:

- 16.38.010 Title.
- 16.38.020 Purpose.
- 16.38.030 Adoption of green building codes.

16.38.010 Title.

This chapter shall be known and cited as the Rancho Cordova Green Building Code.

16.38.020 Purpose.

The purpose of the Rancho Cordova Green Building Code is to provide minimum standards to safeguard life or limb, health, property, and public welfare by regulating and controlling the design, construction, installation, quality of materials, use and occupancy, location and maintenance of all buildings and structures within this jurisdiction.

16.38.030 Adoption of green building codes.

All deemed Mandatory provisions of the 2019 California Green Building Standards Code, Part 11, Title 24 of the California Code of Regulations (hereinafter referred to as the "State Code"), and any rules and regulations promulgated pursuant thereto, are hereby adopted and incorporated by reference herein. Except as otherwise provided by this chapter and Chapter 16.02 RCMC, the provisions thereof shall be controlling within the limits of the City of Rancho Cordova.

Section 2. Severability

If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable. This City Council hereby declares that it would have adopted this ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed and the balance of the ordinance be enforced.

Section 3. Effective Date and Publication

ATTACHMENT 12

Within fifteen (15) days from and after adoption, this Ordinance shall be published once in the Grapevine Independent, a newspaper of general circulation printed and published in Sacramento County and circulated in the City of Rancho Cordova, in accordance with California 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 18th day of November, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Robert J. McGarvey, Mayor

Stacy Leitner, CMC
City Clerk

ATTACHMENT 13

CITY OF RANCHO CORDOVA

ORDINANCE NO. 23-2019

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA REPEALING AND REPLACING CHAPTER 16.40, "MOVING BUILDINGS" OF THE RANCHO CORDOVA MUNICIPAL CODE

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

Section 1. Title 16, Chapter 16.40, "Moving Buildings," is hereby repealed and replaced, in its entirety, to read as follows:

Chapter 16.40 MOVING BUILDINGS

Sections:

- 16.40.010 Permit required.
- 16.40.020 Building relocation application and plan submittal.
- 16.40.030 Inspections prior to relocation.
- 16.40.040 Application approval.
- 16.40.050 Approval limitation on building relocation application.
- 16.40.060 Posting notice of intention to move.
- 16.40.070 Denial of building permit.
- 16.40.080 Appeals.
- 16.40.090 Issuance of building permit.
- 16.40.100 Authority to issue building permit.
- 16.40.110 Liability insurance required.
- 16.40.120 House and building moving requirements – Flags, lights, etc.
- 16.40.130 Approval of house and building moving equipment and apparatus and route by Director of Public Works – Bond required.
- 16.40.140 Highway moving permit.
- 16.40.150 Highway moving permit limitations – Time.
- 16.40.160 Public nuisance.

16.40.010 Permit required.

No person shall move or cause to be relocated any building or structure across any public street or highway, or from one property to another, or from one location to another in the city, or from any city or county outside of the city of Rancho Cordova, without first obtaining a moving permit through the procedures provided in this chapter.

16.40.020 Building relocation application and plan submittal.

Application for building relocation shall be filed with the Building Official.

A. Contents of Application. The application shall specify the existing location of the building, size, and character of the building to be relocated, the proposed improvements or changes, if any, the proposed location, the property owner's name and address, the intended use of the building,

B. Plan Submittal. Three complete sets of plans are required for the building permit along with a completed building permit application. The plot plan for the proposed location, fully

ATTACHMENT 13

dimensioned, and drawn to scale, shall show location of the building, indicating proposed setbacks of the building and size, location, and use of *all* existing structures at the proposed location, and site development required. Architectural plans must be fully dimensioned, and drawn to scale, and be no smaller than 18 inches x 24 inches in paper size for review purposes. Plans must include foundation designs from a qualified design professional, which may include geotechnical reports for soil conditions.

C. Entry and Site Identification. The applicant shall arrange for entry of the buildings proposed to be relocated and provide a stake driven in the ground, protruding four feet above grade, at the front and rear of the proposed location for posting and attaching house numbers as provided by RCMC 16.40.050.

16.40.030 Inspections prior to relocation.

Within five working days of being notified by the applicant, the Building Official shall cause the inspection of the building to be relocated.

16.40.040 Application approval.

After reviewing the application for building relocation and inspection of the building and proposed location, the Building Official shall give his or her approval in writing and so notify the property owner and applicant of the requirements imposed on his approval.

Upon said approval, the Building Official shall cause the building and the proposed location to be posted with an “notice of intention to move” sign as provided in RCMC 16.40.050.

16.40.050 Approval limitation on building relocation application.

Approval of building relocation application shall be limited to 60 days from completion of the posting period when no appeal is filed.

16.40.060 Posting notice of intention to move.

When the building has been approved for relocation to a new site, the Building Official shall cause a “notice of intention to move” sign to be posted, on stakes, for **five working days** from date of posting, with assigned house number, provided by the applicant, at the front and rear of the proposed site and on the front of the building proposed to be moved; such notice shall not be less than 13 inches by 19 inches in size and shall set forth the character of the building to be moved, the present and proposed site of the building, and the date of posting.

Exception: Buildings being moved from outside the city limits of Rancho Cordova into the City of Rancho Cordova shall require a **ten working day** posting period in lieu of five days.

A. The building shall not be moved from the location shown on the application for the duration of the required posting period. If for any reason the posting period has been interrupted, the building and proposed site shall be reposted for an additional five working days (or ten working days if outside the city limits).

B. No building shall be temporarily relocated on present or other property for temporary storage purposes, except legal contractors’ storage yards, without having written approval of Building Official and the owner of the property used for this temporary storage. The Building Official may require a surety bond, cash bond, or other means to ensure the removal of the building and may set a time limit as deemed necessary to protect the public and the City of Rancho Cordova.

C. No moving permit shall be issued, nor the building moved from the existing location, until the required posting and appeal period has elapsed.

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D. Exemption from Posting. A building being relocated on existing property, when approved by the Building Official, may be exempted from the posting requirements.

16.40.070 Denial of building permit.

A. The application for a building permit shall be denied when:

1. Any unlawful, dangerous, or defective condition of a building proposed to be moved is such that remedy or correction cannot effectively be made; or
2. The relocation of the building to the proposed site would cause appreciable damage to or be materially detrimental to the property or improvements in the district within the immediate vicinity of the proposed new location; or
3. The structure is of a type prohibited at the proposed location by law or regulation of the city.

B. The Building Official, or his or her designees, shall inform the applicant of the denial in writing within 10 working days of the filing of the application. The denial shall set forth the reasons therefor, shall designate the applicable provisions of the law or regulations upon which the denial is predicated.

16.40.080 Appeals.

Appeals to the denial of a permit to relocate a building shall follow the procedure as set forth in RCMC 16.18 Nuisance Code, Sections 16.18.504 through 16.18.513.

16.40.090 Issuance of building permit.

A. If a building permit is granted, it shall be granted under conditions which shall require the owner, or agent of the owner, of any building to be moved to comply with the provisions of all applicable state laws and local ordinances, to make such changes or repairs as may be necessary to comply therewith or to fill remaining basements or other subsequent openings on the property.

B. No building relocated in accordance with the provisions of this chapter shall be used or occupied or have utility services connected thereto until said necessary changes or repairs have been completed.

C. Any building relocated in another location shall be brought up to current regulations of the building, plumbing, mechanical, and electrical codes. The Building Official *may* waive a specific requirement when the requirement met the Rancho Cordova Building Code in effect at the time it was built and does not cause a health or safety hazard.

D. Prior to the issuance of any building permit, the applicant for the moving permit must produce evidence indicating:

1. That they have sealed the sewer line at the site from which the building is being moved in a manner prescribed by the appropriate political subdivision having jurisdiction thereof; or
2. That they have properly destroyed the septic tank system in accordance the requirements of the Authority Having Jurisdiction.

E. The Building Official shall require the owner or agent to deposit a certificate of deposit or a surety bond with the City to insure compliance with the conditions imposed on the building permit. The surety bond must be issued by a corporate surety authorized to do business in the State of California and shall be filed in the form prescribed by the Building Official and subject to his/her

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approval. The amount of the bond shall be set at the discretion of the Building Official. At the time of filing the certificate of deposit or surety bond with the City, the property owner must also execute and file a statement in substantially the following language:

I, _____, the applicant and property owner, hereby promise to comply with the conditions imposed on the building permit No. _____. By way of guarantee that this work will be done, I/we herewith deposit with the City a (certificate of deposit, or surety bond) in the sum of \$_____ and agree that in the event these conditions are not fulfilled within three hundred sixty-five (365) days hereafter, the City may use said certificate of deposit, or forfeit the surety bond and apply the proceeds either to cause said conditions to be fulfilled or to demolish the building which was under the authority of said building permit.

F. The condition(s) imposed upon the issuance of the building permit for a moved building shall be met within 365 days. Noncompliance of this requirement shall give cause to forfeit the certificate of deposit or surety bond and to abate as a public nuisance.

G. Building Relocation Application Fee. The applicant shall pay a relocation application fee for each application at the time of issuance. The fee for each permit shall be that fee prescribed by resolution of the City Council.

H. Fee Refund. No refund shall be made where an inspection is made as required by RCMC 16.40.030. The Building Official may authorize the refunding of not more than 80 percent of the application fee when no inspection was made as required by RCMC 16.40.030. The Building Official shall not authorize the refunding of any fee paid except upon written application filed by the original permittee not later than 180 days from the date of fee payment.

I. Exemption from Building Relocation Application Fee.

1. Buildings that are being moved within Rancho Cordova to locations outside the City of Rancho Cordova.
2. Buildings or portions of buildings being moved to or through the City that are approved manufactured buildings.
3. Incidental accessory structures of 125 square feet or less which will not be used for human habitation.
4. Buildings being moved to a storage yard approved by the Rancho Cordova Zoning Code for storage purposes.

16.40.100 Authority to issue building permit.

In the event the decision of the Building Official to grant the building permit is not appealed within the posting period specified in RCMC 16.40.050, and the building proposed to be moved will not come within the scope of the conditions prohibited by RCMC 16.40.060, and the applicant has complied with all other applicable requirements of this chapter, the Building Official shall issue the building permit.

In the event an appeal has been filed, the Building Official shall issue or deny the permit, pursuant to the terms of the final decision of the City Council and the other applicable provisions of this chapter.

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16.40.110 Liability insurance required.

No moving permit shall be issued under the provisions of this chapter unless the permitted shall have first taken out and agreed to maintain at all times public liability insurance in an amount not less than \$1,000,000 for injuries, including wrongful death, to any one person, and shall take out and agree to maintain at all times property damage insurance in an amount not less than \$500,000. Such insurance shall name the City as an insured, and a certificate of insurance shall be filed with the Director of Public Works, or his or her designees.

16.40.120 House and building moving requirements – Flags, lights, etc.

Red lights at each corner of the building shall be maintained by the mover from one-half hour after sunset until one-half hour before sunrise.

A. Notice of Emergency Service. Any person moving a building on any city road shall notify the Department of Public Works immediately before and after the movement.

B. Authorized Moving Hours. Movement of buildings on any city road shall be prohibited between the hours of 7:00 a.m. to 9:00 a.m. and 4:00 p.m. to 7:00 p.m. on weekdays.

C. No building shall be moved into a fire district without first giving notice to the fire district into which the building is to be moved 10 working days prior to the move.

16.40.130 Approval of house and building moving equipment and apparatus and route by Director of Public Works – Bond required.

The Director of Public Works, or his or her designees, may, in their discretion, inspect all rollers, trucks, wheels, dollies, tractors, or other apparatus proposed to be used in the moving operation, and shall restrict the use of such apparatus to that which, in their judgment, will not cause injury to highways, bridges, or other property. The Director of Public Works, or his or her designees, may also require reasonable changes in the route proposed, even though the route required may be longer than the one proposed, and also require an applicant or his or her agent to file a surety bond issued by a corporate surety authorized to do business in the state of California in such amount of \$5,000 or a certificate of insurance in the amount of \$10,000 with an oversize, overweight endorsement to guarantee the restoration and repair of city roads damaged by moving equipment and apparatus, in accordance with applicable City standards.

16.40.140 Highway moving permit.

When a building permit has been granted by the Building Official and all provisions of this chapter and other regulations and/or requirements for issuing a building permit for the building have been fulfilled, the Director of Public Works, or his or her designees, shall issue a highway moving permit. The applicant shall pay an additional fee for this permit. The permit fee shall be \$30.00.

Buildings that are being moved from outside the city or from within the city to terminate in a city or county other than Rancho Cordova that qualifies for exemption of building relocation application fee as provided by RCMC 16.40.100(I) and are required to use city roads or highways shall be required to pay the \$30.00 fee for a moving permit.

A. Fee for Additional Buildings. The fee for additional buildings or portions of any severed buildings moved at the same time to the same locations as provided herein shall be \$10.00.

B. Exemption from Highway Moving Permit. The highway moving permit fee (and fee for additional buildings) shall not be required in the following instances:

1. If the building is being moved from one location to another location and no public road is to be used;

ATTACHMENT 13

2. Buildings and/or sections of buildings being moved to or through the City that are approved manufactured buildings.

C. The exemption to a highway moving permit does not exempt the buildings in RCMC 16.40.020 from the required wide load highway permit.

16.40.150 Highway moving permit limitations – Time.

Permission to move any building under any moving permit shall expire 60 days after issuance, except that the Director of Public Works, or his or her designees, may extend the expiration time an additional 60 days.

A. Transfer. Permits issued under this chapter shall not be transferred by the holder thereof to any other person.

All movements of buildings authorized by the moving permit shall be made under the control and supervision of the grantee of the permit.

B. Refunds. No fees required by this chapter shall be refunded if the moving of a building authorized by the moving permit is not made. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 48 § 2 (part), 1971].

16.40.160 Public nuisance.

Any building moved contrary to any of the provisions of this chapter is unlawful and a public nuisance and the Building Official shall commence action or proceedings for the abatement and removal and enjoinder thereof in a manner provided in this chapter. The remedies provided herein shall be cumulative and not exclusive.

Section 2. Severability

If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable. This City Council hereby declares that it would have adopted this ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed and the balance of the ordinance be enforced.

Section 3. Effective Date and Publication

Within fifteen (15) days from and after adoption, this Ordinance shall be published once in the Grapevine Independent, a newspaper of general circulation printed and published in Sacramento County and circulated in the City of Rancho Cordova, in accordance with California 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 18th day of November, 2019 by the following vote:

ATTACHMENT 13**AYES:****NOES:****ABSENT:****ABSTAIN:**

Robert J. McGarvey, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk

ATTACHMENT 14**CITY OF RANCHO CORDOVA****ORDINANCE NO. 24-2019**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
 REPEALING AND REPLACING CHAPTER 17.04, "FIRE CODE" OF THE RANCHO
 CORDOVA MUNICIPAL CODE WHICH ADOPTS BY REFERENCE AND MAKES
 AMENDMENTS TO THE 2019 CALIFORNIA FIRE CODE BASED ON THE 2018
 INTERNATIONAL FIRE CODE**

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

Section 1. Title 17, Chapter 17.04, "Fire Code," is hereby repealed in its entirety and replaced as follows:

**Chapter 17.04
 FIRE CODE**

17.04.005 Title. These regulations shall be known as the "Fire Code."

17.04.010 Adoption of California Fire Code. There is hereby adopted by the City of Rancho Cordova for the purpose of prescribing regulations governing conditions hazardous to life and property from fire or explosion, that certain code known as the 2019 California Building Standards Code, Title 24, California Code of Regulations, Part 9 (California Fire Code), incorporating the International Fire Code, 2018 Edition, published by the International Code Council in its entirety including Appendix 4, Appendix B, Appendix BB, Appendix C, Appendix CC, Appendix O, save and except such portions as hereinafter deleted, modified, or amended. Not less than one (1) copy of such code has been and now is filed with the Clerk of the City of Rancho Cordova. From the effective date of this ordinance establishing this chapter, the provisions thereof shall be controlling within the limits of the City of Rancho Cordova except that any inconsistent regulations and ordinances adopted pursuant to applicable law by the Sacramento Metropolitan Fire District shall be controlling within the City of Rancho Cordova if said regulation or ordinance has been ratified by the city in accordance with Section 13869.7 of the California Health and Safety Code.

17.04.020 Enforcement. The division of authority for enforcement of this chapter shall be as follows:

The Chief of the Sacramento Metropolitan Fire District or his/her designated representatives shall have authority to enforce this chapter and issue citations for violations.

17.04.030 Findings. The Findings of Fact are filed separately with the California Building Standards Commission and State Department of Housing and Community Development.

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17.04.040 Definitions.

- (a) Wherever the word "municipality" is used in the California Fire Code, it shall mean the City of Rancho Cordova.
- (b) Wherever the word "Chief" is used in this Chapter or the California Fire Code, it shall mean the Chief of the Sacramento Metropolitan Fire District.

17.04.050 Amendments to the 2019 Edition of the California Fire Code.

SECTION 105.6.4 "CARNIVALS AND FAIRS" IS AMENDED AS FOLLOWS:

Section 105.6.4 Carnivals, fairs, festivals, or exhibitions. An operational permit is required to conduct a carnival, fair, festival, or exhibition.

SECTION 106.6 "COST RECOVERY FEES" IS ADDED AS FOLLOWS:

Section 106.6 Cost recovery fees. Cost recovery fees may be charged to any person, firm, corporation, or business that through negligence, violation of the law, or as a result of carelessness, is responsible for an incident resulting in Fire Department response. (Health & Safety Code 13916)

SECTION 109.1 "BOARD OF APPEALS ESTABLISHED" IS AMENDED AS FOLLOWS:

Section 109.1 Board of appeals established. In order to hear and decide appeals of orders, decisions or determinations made by the fire code official relative to the application and interpretation of this code, there shall be and is hereby created a board of appeals. The board of appeals shall be *the Board of Directors of the fire protection district or Community Services District having jurisdiction, or the County of Sacramento Board of Supervisors in the Sacramento County Airport System.*

SECTION 110.4 "VIOLATION PENALTIES" IS AMENDED AS FOLLOWS:

Section 110.4 Violation penalties. Persons who shall violate a provision of this code or shall fail to comply with any of the requirements thereof or who shall erect, install, alter, repair or do work in violation of the approved construction documents or directive of the fire code official, or of a permit or certificate used under provisions of this code, shall be guilty of *an infraction or a misdemeanor punishable by a fine of not less than one hundred dollars (\$100) and not more than one thousand dollars (\$1,000), or by imprisonment not exceeding 180 days, or both such fine and imprisonment.* Each day that a violation continues after due notice has been served shall be deemed a separate offense.

SECTION 110.4.2 "CITATIONS" IS ADDED AS FOLLOWS:

Section 110.4.2 Citations. *The Chief, or his/her duly authorized representative, may issue citations for infractions or misdemeanor violations of this code pursuant to Section 13871 of the Health and Safety Code of the State of California and Chapter 5c*

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(commencing with Section 853.6) of Title 3 of Part 2 of the Penal Code of the State of California.

SECTION 110.4.3 "CALIFORNIA FIRE CODE BAIL SCHEDULE" IS ADDED AS FOLLOWS:

Section 110.4.3 - CALIFORNIA FIRE CODE BAIL SCHEDULE

SECTION	NATURE OF OFFENSE	PC	MA	BAIL PA	NCA	TOTAL
110.4.3*	NC W/ORDERS OR NOTICE	X		\$1000	\$1700	\$2700
110.4.3*	NC W/CONDEMNATION TAG	X		\$1000	\$1700	\$2700
110.4.3*	DESTRUCTION OF TAGS	X		\$1000	\$1700	\$2700
110.4.3*	CONTINUANCE OF HAZARD	X		\$1000	\$1700	\$2700
ALL OTHER SECTIONS		X		\$100	\$170	\$270

* - MISDEMEANOR

PC - ELIGIBLE FOR PROOF OF CORRECTION

MA - MANDATORY APPEARANCE

PA - PENALTY ASSESSMENT

NCA - NIGHT COURT ASSESSMENT

NC - NONCOMPLIANCE

SECTION 112.4 "FAILURE TO COMPLY" IS AMENDED AS FOLLOWS:

Section 112.4 Failure to comply. Any person who shall continue any work after having been served with a stop work order, except such work as that person is directed to perform to remove a violation or unsafe condition, shall be guilty of an infraction or a misdemeanor punishable by a fine of *not less than one hundred (\$100) dollars or more than one thousand (\$1000) dollars.*

SECTION 202 "ALL-WEATHER DRIVING SURFACE" IS ADDED AS A LISTED DEFINITION AS FOLLOWS:

Section 202 ALL-WEATHER DRIVING SURFACE. A roadway with a minimum surface finish of one layer of asphalt or concrete that is designed to carry the imposed weight loads of fire apparatus.

ATTACHMENT 14

Exception: *R-3 occupancies located on Agricultural or Agricultural-Residential zoned lots.*

SECTION 202 “APPROVED SUPERVISING STATION” IS ADDED AS A LISTED DEFINITION AS FOLLOWS:

APPROVED SUPERVISING STATION. *An alarm service provider’s UL listed, Type A, Full Service Central Station. The approved supervising station shall have the ability to relay the alarm to the (a) Sacramento Regional Fire/EMS Communications Center or (b) to the Sacramento International Airport Communication Center in an approved manner.*

SECTION 202 “FALSE ALARM” IS AMENDED AS A LISTED DEFINITION AS FOLLOWS:

FALSE ALARM. *The willful and knowing or negligent initiation or transmission of a signal, message or other notification of an event of fire when no such danger exists.*

SECTION 503.1.2.1 “ONE- OR TWO-FAMILY DWELLING RESIDENTIAL DEVELOPMENTS” IS ADDED AS FOLLOWS:

Section 503.1.2.1 One- or two-family dwelling residential developments. *Developments of one- or two-family dwellings where the number of dwelling units exceed thirty-nine (39) shall be provided with two (2) separate and approved fire apparatus access roads.*

SECTION 503.1.2.2 “REMOTENESS” IS ADDED AS FOLLOWS:

Section 503.1.2.2 Remoteness. *Where two fire apparatus access roads are required, they shall be placed a distance apart equal to not less than one-half of the length of the maximum overall diagonal dimension of the property or area to be served, measured in a straight line between accesses.*

Section 503.6.1 “ELECTRIFIED SECURITY FENCES” IS ADDED AS FOLLOWS:

Section 503.6.1 Electrified security fences. *Electrified security fences, where permitted by the building official of the municipality, must be approved by the fire code official prior to installation.*

SECTION 505.1 “ADDRESS IDENTIFICATION” IS AMENDED AS FOLLOWS:

Section 505.1 Address Identification. *New and existing buildings shall be provided with approved address identification. The address identification shall be legible and placed in a position that is visible from the street or road fronting the property. Address identification characters shall contrast with their background. Address numbers shall be Arabic numbers or alphabetical letters. Numbers shall not be spelled out. Each character shall be not less than 6 inches (152.4 mm) high with a minimum stroke width of ½ inch (12.7 mm). Where required by the fire code official, address identification shall be provided in additional approved locations to facilitate emergency response. Where*

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access is by means of a private road and the building cannot be viewed from the public way, a monument, pole or other sign or means shall be used to identify the structure. Address identification shall be maintained.

SECTION 505.1.1 "ILLUMINATION" IS ADDED AS FOLLOWS:

Section 505.1.1 Illumination. *Address identification shall be internally or externally illuminated on all new buildings and existing buildings undergoing alterations. An illuminated directory board shall be required at every entrance where deemed necessary by the fire code official.*

SECTION 507.1.1 "CONNECTION" IS ADDED AS FOLLOWS:

Section 507.1.1 Connection. *When required by the fire code official, buildings without a public water supply shall be connected to the public water supply once the public water supply becomes available.*

Exception: *Group R-3 and Group U occupancies.*

SECTION 507.5.1 "WHERE REQUIRED" IS AMENDED AS FOLLOWS:

Section 507.5.1 Where required. *Where a portion of the facility or building hereafter constructed or moved into or within the jurisdiction is more than 300 feet (91.44 m) from a hydrant on a fire apparatus access road, as measured by an approved route around the exterior of the facility or building, on-site fire hydrants and mains capable of supplying the required fire flow shall be provided where required by the fire code official.*

Exceptions:

1. For Group R-3 and Group U occupancies, the distance requirement shall be 600 feet (183 m).

SECTION 507.5.1.1 "HYDRANT FOR STANDPIPE SYSTEMS" IS AMENDED AS FOLLOWS:

Section 507.5.1.1 Hydrant for standpipe systems. *Buildings equipped with a standpipe installed in accordance with Section 905 shall have a fire hydrant within 40 feet (12,192 mm) of the fire department connection.*

Exception: *The distance shall be permitted to be increased up to 100 feet (30 480 mm) where approved by the fire code official.*

SECTION 901.4.6 "PUMP AND RISER ROOM SIZE" IS AMENDED AS FOLLOWS:

Section 901.4.6 Pump and riser room size. *Approved fire pump rooms and/or automatic sprinkler system riser rooms shall be provided in all new buildings protected by an automatic sprinkler system. Fire pump rooms and automatic sprinkler system riser rooms shall be designed with adequate space for all equipment necessary for the installation, as defined by the manufacturer, with sufficient working space around the stationary equipment. Clearances around equipment to elements of permanent*

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construction, including other installed equipment and appliances, shall be sufficient to allow inspection, service, repair or replacement without removing such elements of permanent construction or disabling the function of a required fire-resistance-rated assembly. Fire pump and automatic sprinkler system riser rooms shall be provided with doors and unobstructed passageways large enough to allow removal of the largest piece of equipment.

Exception: Group R-3 Occupancies.

SECTION 901.4.6.2 "MARKING ON ACCESS DOORS" IS AMENDED AS FOLLOWS:

Section 901.4.6.2 Marking on access doors. Access doors for automatic sprinkler system riser rooms and fire pump rooms shall be labeled with an approved sign. The lettering shall be in contrasting color to the background. Letters shall have a minimum height of 4 inches (101.6 mm) with a minimum stroke of ½ inch (12.7 mm).

SECTION 901.4.6.4 "LIGHTING" IS AMENDED AS FOLLOWS:

901.4.6.4 Lighting. Permanently installed artificial illumination *and emergency illumination* shall be provided in the automatic sprinkler system riser rooms and fire pump fire control rooms.

SECTION 901.6.3.2 "ELECTRONIC FILING" IS ADDED AS FOLLOWS:

Section 901.6.3.2 Electronic filing. *When required by the fire code official, records of all system inspections, tests and maintenance required by the referenced standards and Title 19 of the California Code of Regulations shall be submitted to the fire code official electronically.*

SECTION 901.6.4 "QUALIFICATIONS" IS ADDED AS FOLLOWS:

Section 901.6.4 Qualifications. *All individuals or companies installing, repairing, testing, servicing or maintaining mechanical smoke removal systems, smoke and heat vents and other fire protection systems or appliances shall follow the state and local licensure regulations or have the appropriate license required by the California State Fire Marshal's Office.*

SECTION 903.2. "WHERE REQUIRED" IS AMENDED AS FOLLOWS:

Section 903.2 Where required. Approved automatic sprinkler systems in new buildings and structures shall be provided in the locations described in Sections 903.2.1 through 903.2.20. For the provisions of this section, portions of buildings separated by fire walls shall not be considered separate buildings.

Exception:

1. Non-combustible, detached canopies open on four sides not exceeding the basic allowable area in CBC Table 506.2 used exclusively for the parking or

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storage of private or recreational vehicles and non-combustible storage (includes fuel islands).

SECTION 903.2.1.1 "GROUP A-1" IS AMENDED AS FOLLOWS:

903.2.1.1 Group A-1. An automatic sprinkler system shall be provided throughout stories containing Group A-1 occupancies and throughout all stories from the Group A-1 occupancy to and including the levels of exit discharge serving that occupancy where one of the following conditions exists:

1. The fire area exceeds 3,599 square feet (334.36 m²).
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.
4. The fire area contains a multi-theater complex

SECTION 903.2.1.2 "GROUP A-2" IS AMENDED AS FOLLOWS:

903.2.1.2 Group A-2. An automatic sprinkler system shall be provided throughout stories containing Group A-2 occupancies and throughout all stories from the Group A-2 occupancy to and including the levels of exit discharge serving that occupancy where one of the following conditions exists:

1. The fire area exceeds 3,599 square feet (334.36 m²);
2. The fire area has an occupant load of 100 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.
4. The structure exceeds 3,599 square feet (334.36 m²), contains more than one fire area containing a Group A-2 occupancy, and is separated into two or more buildings by fire walls of less than 4-hour fire-resistance rating without openings.

SECTION 903.2.1.3 "GROUP A-3" IS AMENDED AS FOLLOWS:

903.2.1.3 Group A-3. An automatic sprinkler system shall be provided throughout stories containing Group A-3 occupancies and throughout all stories from the Group A-3 occupancy to and including the levels of exit discharge serving that occupancy where one of the following conditions exists:

1. The fire area exceeds 3,599 square feet (334.36 m²).
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.
4. The structure exceeds 3,599 square feet (334.36 m²), contains more than one fire area containing exhibition and display rooms, and is separated into two or more buildings by fire walls of less than 4-hour fire-resistance rating without openings.

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SECTION 903.2.1.4 "GROUP A-4" IS AMENDED AS FOLLOWS:

903.2.1.4 Group A-4. An automatic sprinkler system shall be provided throughout stories containing Group A-4 occupancies and throughout all stories from the Group A-4 occupancy to and including the levels of exit discharge serving that occupancy where one of the following conditions exists:

1. The fire area exceeds 3,599 square feet (334.36 m²).
2. The fire area has an occupant load of 300 or more.
3. The fire area is located on a floor other than a level of exit discharge serving such occupancies.

SECTION 903.2.2.1 "GROUP B" IS ADDED AS FOLLOWS:

Section 903.2.2.1 Group B. *An automatic sprinkler system shall be provided throughout stories containing Group B occupancies and throughout all stories from the Group B occupancy to and including the levels of exit discharge serving that occupancy where the fire area exceeds 3,599 square feet (334.36 m²).*

SECTION 903.2.3 "GROUP E" IS AMENDED AS FOLLOWS:

903.2.3 Group E. An automatic sprinkler system shall be provided for Group E occupancies as follows:

1. Throughout all Group E fire areas greater than 3,599 square feet (334.36m²) in area.
2. The Group E fire area is located on a floor other than a level of exit discharge serving such occupancies.

Exception: In buildings where every classroom has not fewer than one exterior exit door at ground level, an automatic sprinkler system is not required in any area below the lowest level of exit discharge serving that area.

3. The Group E fire area has an occupant load of 300 or more.
4. In rooms or areas with special hazards such as laboratories, vocational shops and other such areas where hazardous materials in quantities not exceeding the maximum allowable quantity are used or stored.
5. Throughout any Group E structure greater than 3,599 square feet (334.36 m²) in area, which contains more than one fire area, and which is separated into two or more buildings by fire walls of less than 4-hour fire resistance rating without openings.
6. For public school state funded construction projects see Section 903.2.19.
7. For public school campuses, Kindergarten through 12th grade, see Section 903.2.20

SECTION 903.2.4 "GROUP F-1" IS AMENDED AS FOLLOWS:

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903.2.4 Group F-1. An automatic sprinkler system shall be provided throughout all buildings containing a Group F-1 occupancy where one of the following conditions exists:

1. A Group F-1 fire area exceeds 3,599 square feet (334.36 m²).
2. A Group F-1 fire area is located more than three stories above grade plane.
3. The combined area of all Group F-1 fire areas on all floors, including any mezzanines, exceeds 3,599 square feet (334.36 m²).
4. A Group F-1 occupancy used for the manufacture of upholstered furniture or mattresses exceeds 2,500 square feet (232 m²).

SECTION 903.2.7 "GROUP M" IS AMENDED AS FOLLOWS:

903.2.7 Group M. An automatic sprinkler system shall be provided throughout buildings containing a Group M occupancy where one of the following conditions exists:

1. A Group M fire area exceeds 3,599 square feet (334.36 m²).
2. A Group M fire area is located more than three stories above grade plane.
3. The combined area of all Group M fire areas on all floors, including any mezzanines, exceeds 3,599 square feet (334.36 m²).
4. A Group M occupancy used for the display and sale of upholstered furniture or mattresses 3,599 square feet (334.36 m²).
5. The structure exceeds 3,599 square feet (334.36 m²), contains more than one fire area containing a Group M occupancy, and is separated into two or more buildings by fire walls of less than 4-hour fire resistance rating without openings.

SECTION 903.2.8.1.1 "GROUP R-3 MANUFACTURED HOUSING" IS ADDED AS FOLLOWS:

Section 903.2.8.1.1 Group R-3 manufactured housing. *An automatic sprinkler system in accordance with Title 25 of the California Code of Regulations, shall be installed in new or used one and two-family manufactured homes, mobile homes, and multi-unit manufactured housing with two dwelling units where a fire sprinkler system would normally be required in any residential unit that could be built on the same site.*

SECTION 903.2.8.3 "GROUP R-4" IS AMENDED AS FOLLOWS:

903.2.8.3 Group R-4. An automatic sprinkler system installed in accordance with Section 903.3.1.1 shall be *provided* in Group R-4 occupancies.

SECTION 903.2.9 "GROUP S-1" IS AMENDED AS FOLLOWS:

903.2.9 Group S-1. An automatic sprinkler system shall be provided throughout all buildings containing a Group S-1 occupancy where one of the following conditions exists:

1. A Group S-1 fire area exceeds 3,599 square feet (334.36 m²).

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2. A Group S-1 fire area is located more than three stories above grade plane.
3. The combined area of all Group S-1 fire areas on all floors, including any mezzanines, exceeds 3,599 square feet (334.36 m²).
4. A Group S-1 fire area used for the storage of commercial motor vehicles where the fire area exceeds 3,599 square feet (334.36 m²).
5. A Group S-1 occupancy used for the storage of upholstered furniture or mattresses exceeds 2,500 square feet (232 m²).

SECTION 903.2.9.1 "REPAIR GARAGES" IS AMENDED AS FOLLOWS:

903.2.9.1 Repair garages. An automatic sprinkler system shall be provided throughout all buildings used as repair garages in accordance with Section 406.8 of the California Building Code, as shown:

1. Buildings having two or more stories above grade plane, including basements, with a fire area containing a repair garage exceeding 3,599 square feet (334.36 m²).
2. Buildings no more than one story above grade plane, with a fire area containing a repair garage exceeding 3,599 square feet (334.36 m²).
3. Buildings with repair garages servicing vehicles parked in basements.
4. A Group S-1 fire area used for the repair of commercial motor vehicles where the fire area exceeds 3,599 square feet (334.36 m²).

SECTION 903.2.10 "GROUP S-2 ENCLOSED PARKING GARAGES" IS AMENDED AS FOLLOWS:

903.2.10 Group S-2 enclosed parking garages. An automatic sprinkler system shall be provided throughout buildings classified as enclosed parking garages in accordance with Section 406.4 as follows:

1. Where the fire area of the enclosed parking garage exceeds 3,599 square feet (334.36 m²); or
2. Where the enclosed parking garage is located beneath other groups.

Exception: Enclosed parking garages located beneath Group R-3 occupancies.

SECTION 903.2.10.1 "COMMERCIAL PARKING GARAGES" IS AMENDED AS FOLLOWS:

903.2.10.1 Commercial parking garages. An automatic sprinkler system shall be provided throughout buildings used for storage of commercial motor vehicles where the fire area exceeds 3,599 square feet (334.36 m²).

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SECTION 903.2.18.1 "GROUP U PRIVATE GARAGES AND CARPORTS" IS ADDED AS FOLLOWS:

903.2.18.1 Group U private garages and carports. *Carports and garages within 6-feet of a Group R occupancy equipped with automatic fire sprinklers, shall be protected by fire sprinklers in accordance with NFPA 13D or NFPA 13, as applicable.*

SECTION 903.3.1.2 "NFPA 13R SPRINKLER SYSTEMS" IS DELETED

SECTION 903.3.8.4 "SUPERVISION" IS AMENDED AS FOLLOWS:

Section 903.3.8.4 Supervision. Control valves shall not be installed between the water supply and sprinklers unless the valves are of an approved indicating type that are supervised *and* secured in the open position.

SECTION 903.3.9 "FLOOR CONTROL VALVES" IS AMENDED AS FOLLOWS:

903.3.9 Floor control valves. Floor control valves and waterflow detection assemblies shall be installed at each floor *in multi-story buildings, at an approved location.*

Exception: Group R-3 and R-3.1 occupancies floor control valves and waterflow detection assemblies shall not be required.

SECTION 903.4.2 "ALARMS" IS AMENDED AS FOLLOWS:

Section 903.4.2 Alarms. One exterior approved audible/*visual* device, located on the exterior of the building in an approved location, shall be connected to each automatic sprinkler system. Such sprinkler water-flow alarm devices shall be activated by water flow equivalent to the flow of a single sprinkler of the smallest orifice size installed in the system. Where a fire alarm system is installed, actuation of the automatic sprinkler system shall actuate the building fire alarm system.

SECTION 903.4.3 "FLOOR CONTROL VALVES" IS AMENDED AS FOLLOWS:

Section 903.4.3 Floor control valves. Approved supervised indicating control valves shall be provided at the point of connection to the riser on each floor in *multi-story buildings.*

SECTION 903.6 "WHERE REQUIRED IN EXISTING BUILDINGS AND STRUCTURES" IS AMENDED AS FOLLOWS:

Section 903.6 Where required in existing buildings and structures. An automatic sprinkler system shall be provided in existing buildings and structures where required in Chapter 11 *and as follows:*

1. *When there is a change in occupancy classification that results in an increased life safety or fire risk as determined by the fire code official and the structure*

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exceeds 3,599 square feet (334.36 m²), an automatic fire sprinkler system shall be installed throughout the building.

2. *In existing buildings and structures exceeding 3,599 square feet (334.36 m²), where the floor area of the building or structure is increased.*

Exception: *When the building increase is to accommodate state mandated ADA improvements and is less than 500 (46.45 m²) square feet.*

3. *In existing buildings and structures less than 3,600 (334.45 m²) square feet, where the floor area of the building or structure is increased to exceed 3,599 square feet (334.36 m²).*

Exception: *When the building increase is to accommodate state mandated ADA improvements and is less than 500 (46.45 m²) square feet.*

SECTION 903.6.1 "MONITORING" IS ADDED AS FOLLOWS:

Section 903.6.1 Monitoring. *When required by the fire code official, valves controlling the water supply for automatic sprinkler systems, pumps, tanks, water levels and temperatures, critical air pressures, and water flow switches on all existing sprinkler systems shall be monitored by an approved supervising station.*

SECTION 1028.5.1 "EXIT DISCHARGE SURFACE" IS ADDED AS FOLLOWS:

Section 1028.5.1 Exit discharge surface. *Exterior exit pathway surfaces shall be suitable for pedestrian use in inclement weather and shall terminate at a public way as defined in the California Building Code.*

SECTION 1206.2 "STATIONARY STORAGE BATTERY SYSTEMS" IS AMENDED AS FOLLOWS:

Section 1206.2 Stationary storage battery systems. *Stationary storage battery systems having capacities exceeding the values shown in Table 1206.2 shall comply with NFPA 855 and Section 1206.2.1 through 1206.2.12.6, as applicable.*

SECTION 1206.3 "CAPACITOR ENERGY STORAGE SYSTEMS" IS AMENDED AS FOLLOWS:

Section 1206.3 Capacitor energy storage systems. *Capacitor energy storage systems having capacities exceeding 3 kWh (10.8 megajoules) shall comply with NFPA 855 and Sections 1206.3 through 1206.3.2.6.1.*

SECTION 5003.9.1.2 "EMERGENCY RESPONSE SUPPORT INFORMATION" IS ADDED AS FOLLOWS:

Section 5003.9.1.2 Emergency response support information. *Ready access to floor plans, safety data sheets (SDS), Hazardous Materials Management Plans (HMMP), Hazardous Material Inventory Statement (HMIS), shall be provided, as determined by the*

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fire code official. This location may be in cabinets located outside the facilities or buildings. Information may be required in a specific electronic format.

Chapter 80 "REFERENCED STANDARDS" is amended as follows by the deletion of the following referenced standard:

~~NFPA 13R—16: Standard for the Installation of Sprinkler Systems in Low-rise Residential Occupancies as amended*~~

Chapter 80 "REFERENCED STANDARDS" is amended as follows by the addition of the following referenced standard:

NFPA 855-20: Standard for the Installation of Stationary Energy Storage Systems.
1206.2, 1206.3

APPENDIX B TABLE NO. B105.1 (1) "REQUIRED FIRE-FLOW FOR ONE- AND TWO-FAMILY DWELLINGS, GROUP R-3 AND R-4 BUILDINGS AND TOWNHOUSES" IS AMENDED AS FOLLOWS:

TABLE NO. B105.1 (1)
REQUIRED FIRE-FLOW FOR ONE- AND TWO-FAMILY DWELLINGS, GROUP R-3
AND R-4 BUILDINGS AND TOWNHOUSES

FIRE FLOW CALCULATION AREA (square feet)	AUTOMATIC SPRINKLER SYSTEM (Design Standard)	MINIMUM FIRE-FLOW (gallons per minute)	FLOW DURATION (hours)
0 – 3,600	No automatic sprinkler system	1000	1
3,601 and greater	No automatic sprinkler system	Value in Table B105.1 (2)	Duration in Table B105.1 (2) at the required flow rate
0 – 3,600	Section 903.3.1.3 of the California Fire Code or Section 313.3 of the California Residential Code	1000	1
3,601 and greater	Section 903.3.1.3 of the California Fire Code or Section 313.3 of the California Residential Code	½-value in Table B105.1 (2) ^a	1

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For SI: 1 square foot = 0.0929 m², 1 gallon per minute = 3.785 L/m.

- a. The reduced fire-flow shall not be less than 1,000 gallons per minute for a duration of 1 hour.*

SECTION B105.2 "BUILDINGS OTHER THAN ONE- AND TWO-FAMILY DWELLINGS, GROUP R-3 AND R-4 BUILDINGS AND TOWNHOUSES," IS AMENDED AS FOLLOWS:

Section B105.2 Buildings other than one- and two-Family dwellings, Group R-3 and R4 buildings and townhouses. The minimum fire flow and flow duration for buildings other than one- and two-family dwellings, Group R-3 and R-4 buildings and townhouses shall be as specified in Tables B105.2 and B105.1(2).

Exceptions:

1. Group B, S-2 and U occupancies having a floor area not exceeding 1,000 square feet, primarily constructed of noncombustible exterior walls with wood or steel roof framing, having a Class A roof assembly, with uses limited to the following or similar uses:
 1. California State Parks buildings of an accessory nature (restrooms).
 2. Safety roadside rest areas, (SRRA), public restrooms.
 3. Truck inspection facilities, (TIF), CHP office space and vehicle inspection bays.
 4. Sand/salt storage buildings, storage of sand and salt.
2. *Group U occupancies accessory to a one or two-family dwelling.*
3. *A reduction in required fire flow of up to 50 percent is permitted when the building is provided with an automatic sprinkler system approved pursuant installed in accordance with 903.3.1.1. The resulting fire flow shall not be less than 1500 gallons per minute (5677.5 L/min.).*
4. *A reduction in required fire flow of up to 75 percent is permitted for warehouse buildings of Type I, Type II, and Type III-B construction and provided with early suppression fast response fire sprinkler systems. The resulting fire flow shall not be less than 1500 gallons per minute (5677.5 L/min.).*

APPENDIX B, TABLE NO. B105.2, REQUIRED FIRE-FLOW FOR BUILDINGS OTHER THAN ONE- AND TWO-FAMILY DWELLINGS, GROUP R-3 AND R-4 BUILDINGS AND TOWNHOUSES IS AMENDED AS FOLLOWS:

TABLE NO. B105.2
REQUIRED FIRE-FLOW FOR BUILDINGS OTHER THAN ONE- AND TWO-FAMILY DWELLINGS, GROUP R-3 AND R-4 BUILDINGS AND TOWNHOUSES ^a

AUTOMATIC SPRINKLER SYSTEM (Design Standard)	MINIMUM FIRE-FLOW (gallons per minute)	FLOW DURATION (hours)
No automatic sprinkler system	Value in Table B105.1 (2)	Duration in Table B105.1 (2)
Section 903.3.1.1 of the California Fire Code	50% of the Value in Table B105.1 (2)	Duration in Table B105.1 (2) at the reduced flow rate

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- a. The reduced fire flow shall not be less than 1,500 gallons per minute.

TABLE NO. C102.1 "REQUIRED NUMBER AND SPACING OF FIRE HYDRANTS"
IS AMENDED AS FOLLOWS:

TABLE NO. C102.1
REQUIRED NUMBER AND SPACING OF FIRE HYDRANTS^e

FIRE FLOW REQUIREMENT (gpm)	MINIMUM NO. OF HYDRANTS	AVERAGE SPACING BETWEEN HYDRANTS a, b, d (Ft.)	MAXIMUM DISTANCE FROM HYDRANT TO ANY POINT ON STREET OR ROADWAY FRONTAGE (Ft.)
1750 or less	1	300	150
1751-2250	2	300	150
2251-2750	3	300	150
2751-3250	3	300	150
3251-4000	4	300	150
4001-5000	5	300	150
5001-5500	6	300	150
5501-6000	6	250	150
6001-7000	7	250	150
7001 or more	8 or more ^c	200	120

For SI: 1 foot = 304.8 mm, 1 gallon per minute = 3.785 L/m.

- a. Where streets are provided with median dividers that cannot be crossed by fire fighters pulling hose lines, or where arterial streets are provided with four or more traffic lanes *or street width is in excess of 88 feet (26.82m)*, hydrant spacing shall average 300 feet on each side of the street and be arranged on an alternating basis.
- b. Where new water mains are extended along streets where hydrants are not needed for protection of structures or similar fire problems, fire hydrants shall be provided at spacing not to exceed 1,000 feet (305m) to provide for transportation hazards. *In addition, there shall be at least one hydrant at each intersection.*
- c. One Hydrant for each 1,000 gallons per minute or fraction thereof.
- d. *Average spacing between fire hydrants may be extended to 500 feet (152.4m) on streets serving one and two-family dwellings.*
- e. The fire code official is authorized to modify the location, number and distribution of fire hydrants based on site-specific constraints and hazards.

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SECTION C104.2 "SINGLE OUTLET FIRE HYDRANTS" IS ADDED AS FOLLOWS:

Section C104.2 Single outlet fire hydrants. *Where required by the fire code official, existing single outlet 2 1/2 inch fire hydrants shall be changed to an approved steamer fire hydrant, when the following conditions occur:*

1. *The recoding of a tentative subdivision or parcel map.*
2. *A lot merger or split.*
3. *The modification of an existing structure resulting in an increased fire flow.*
4. *A change in occupancy type, use, or character of the building that results in an increased life safety or fire risk, as determined by the fire code official.*
5. *The construction of a new building.*

SECTION C104.3 "RIGHT OF WAY IMPROVEMENTS" IS ADDED AS FOLLOWS:

Section C104.3 Right of way improvements. *Existing fire hydrants affected by right of way improvements shall be moved to an approved location.*

SECTION C106.1 "HYDRANT TYPE" IS ADDED AS FOLLOWS:

Section C106.1 Hydrant type. *The fire code official shall approve the type of fire hydrants to be installed in public right of way or on private property prior to any such installation.*

17.04.060 Repeal of Conflicting Ordinances.

All former fire prevention ordinances or parts thereof conflicting or inconsistent with the provision of this ordinance or of the code hereby adopted are hereby repealed.

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FINDINGS

Section 2. In connection with the amendments enacted by Section 1 relating to the California Fire Code and its appendix, 2019 edition, the City of Rancho Cordova makes the following findings pursuant to Health and Safety Code Section 17958.5, 17958.7 and 18941.5. The changes are reasonably necessary because of local climatic, topographical or geological conditions.

The City of Rancho Cordova hereby adopt pursuant to Section 18941.5 of the California Health and Safety Code, the following findings of fact:

(a) Under this adopting ordinance, specific amendments have been established which are more restrictive of nature than those adopted by the State of California (State Buildings Standards Code, State Housing & Community Development Codes) commonly referred to as Title 24 & Title 25 of the California Code of Regulations. These amendments to the California Fire Code 2019 edition, have been recognized by the City of Rancho Cordova to address the fire problems, concerns and future direction by which the City can establish and maintain an environment which will afford a level of fire and life safety to all who live and work within its boundary.

(b) The International Code Council has assumed responsibility for the International Fire Code and International Fire Code Standards. The International Code Council provided a means for participation by all code enforcement officials from throughout the country as well as industry representatives, consultants, and other private parties with an interest in the International Fire Code.

(c) The International Fire Code, being the 2018 edition thereof, published by the International Code Council nationally recognized compilation of proposed rules, regulations and standards of said Association.

(d) Said International Fire Code has been printed and published as a Code in book form within the meaning of Section 50022.1 of the Government Code of the State of California.

(e) Under the provisions of Section 18941.5 of the Health and Safety Code, local amendments are based on climatic, topographical and geological conditions. The findings of fact contained herein address each of these situations and present the local situation, which either singularly or in combination, caused the aforementioned amendments to be adopted.

ATTACHMENT 14**LOCAL CONDITIONS**

- A. This amendment is justified on the basis of a local climatic condition. Rancho Cordova is subject to precipitation, relative humidity, temperature extremes, and high velocity winds.

1. Precipitation and relative humidity

a. Conditions

Precipitation ranges from 16 to 19 inches per year with an average of approximately 18.5 inches per year. Ninety-six (96) percent falls during the months of November through April and four (4) percent from May through October. This is a dry period of at least six (6) months each year. Additionally, the area is subject to occasional drought. Relative humidity remains in the middle range most of the time. It ranges from twenty-eight (28) to sixty-five (65) percent during spring, summer, fall, and from sixty (60) to ninety (90) percent in the winter. It occasionally falls as low as fifteen (15) percent.

b. Impact

Locally experienced dry periods cause extreme dryness of untreated wood shakes and shingles on buildings and non-irrigated grass, brush, and weeds, which are often near buildings with wood roofs and sidings. Such dryness causes these materials to ignite very readily and burn rapidly and intensely.

Due to dryness, a rapidly burning grass fire or exterior building fire can quickly transfer to other buildings by means of radiation or flying brands, sparks, and embers. A small fire can rapidly grow to a magnitude beyond the control capabilities of the Fire District resulting in an excessive fire loss.

In the past, several consecutive years of drought conditions have occurred thus reducing available water supply. The drought conditions have led to lower water tables. Groundwater as well as surface supplies have all been affected. The degradation of water supplies reduces the efficiency of fixed fire protection systems as well as hampering fire suppression activities. As an example, in 1998, the City of Sacramento lowered its static water pressure from 50 psi to 30 psi.

The doubling of average rainfall called an "El Nino" event has occurred from time to time and does cause the grass to mature and grow in excess of six feet high before it dries out. Ten sq. feet of this type of fuel is equivalent to the explosive force of one gallon of gasoline.

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Low-level fog (Tule Fog) is present throughout the winter months, which brings visibility to almost zero feet. The fog delays emergency responders and has caused numerous vehicle accidents including the December 11, 1997, Interstate 5 incident in Elk Grove which involved 36 vehicles and caused 31 casualties including 5 fatalities. The fog can also cause freezing and slick roadways

2. Temperature

a. Condition

Temperatures have been recorded as high as 115° F. Average summer highs are in the 90° range, with average maximums of 108° F.

b. Impact

The Sacramento region has extreme variations in weather patterns too. Summers are arid and warm, winters are cool to freezing, fall and spring can bring any combination of weather pattern together. It is this cyclical uncertainty that allows weather events such as the rapid melting of the snowpack which causes flooding in the low-lying valley areas of Rancho Cordova.

High temperatures cause rapid fatigue and heat exhaustion of firefighters, thereby reducing their effectiveness and ability to control large building and wildland fires.

Another impact from high temperatures is that combustible building material and non-irrigated weeds, grass, and brush are preheated, thus causing these materials to ignite more readily and burn more rapidly and intensely. Additionally, the resultant higher temperature of the atmosphere surrounding the materials reduces the effectiveness of the water being applied to the burning materials. This requires that more water be applied, which in turn requires more Fire District resources in order to control a fire on a hot day. High temperatures directly contribute to the rapid growth of fires to an intensity and magnitude beyond the control capabilities of the Fire District.

3. Winds

a. Condition

Prevailing winds in the area are from the south or southeast. However, winds are experienced from virtually every direction at one time or another. Velocities are generally in the six (6) mph to nine and one half (9.5) mph ranges, gusting to twenty-five (25) to thirty-five (35) mph. Forty (40) mph winds are experienced occasionally and winds up to fifty-five (55) mph have been

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registered locally. During the winter half of the year strong, dry, gusty winds from the north move through the area for several days creating extremely dry conditions.

b. Impact

Winds such as those experienced locally can and do cause fires, both interior and exterior, to burn and spread rapidly. Fires involving non-irrigated weeds, grass, and brush can grow to a magnitude and be fanned to intensity beyond the control capabilities of the Fire District very quickly even by relatively moderate winds. During wood shake and shingle roof fires, or exposure fires, winds can carry sparks and burning brands to other structures, thus spreading the fire and causing conflagrations. When such fires are not controlled, they can extend to nearby buildings, particularly those with untreated wood shakes or shingles. In building fires, winds can literally force fires back into the building and can create a blow torch effect, in addition to preventing “natural” ventilation and cross-ventilation efforts.

Winds of the type experienced locally also reduce the effectiveness of exterior water streams used by the Fire District on fires involving large interior areas of buildings, fires which have vented through windows and roofs due to inadequate built-in fire protection and fires involving wood shake and shingle building exteriors. Local winds will continue to be a factor toward causing major fire losses to buildings not provided with fire resistive roof and siding materials. Buildings with inadequately separated interior areas or lacking automatic fire protection systems are also at risk.

Throughout the District, homes are being built within grass and brush covered rural areas creating an urban interface environment. Combustible weeds on vacant lots, coupled with windy conditions can be a recipe for disaster. Throughout the State of California, large catastrophic fires in these urban interface environments have resulted in loss of life and property at an increasing rate.

- B. This amendment is justified on the basis of a local geologic condition. Rancho Cordova is subject to seismicity as it is located within in seismic zone 3 (major damage capability). Faults within this area are (1) Rescue Lineament-Bear Mountain Fault; (2) San Joaquin Fault; (3) Vacca-Kirby Fault; (4) Greenville Fault; and (5) Dunnigan Hills Fault.

Rancho Cordova is bisected by major transportation corridors including Interstate 80 which traverses in an east/west direction and is bisected by both Highway 99 and Interstate 5. The Sacramento Metropolitan Fire District and The Cosumnes

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Fire Department serve a combined population in excess of 923,000 residents and over 500 square miles. There are 2 major rail lines which run through the Districts. An overpass or underpass crossing collapse would significantly increase response time for fire and emergency vehicles and hinder mutual aid efforts. This is due to the limited crossings of the major highways and rail lines.

Earthquakes of the magnitude experienced locally can cause major damage to electrical transmission facilities, which, in turn, cause power failures while at the same time starting fires throughout the Fire Districts. The occurrence of multiple fires will quickly deplete existing fire districts resources; thereby reducing and/or delaying their response to any given fire. Additionally, without electrical power, elevators, smoke management systems, lighting systems, alarm systems, and other electrical equipment urgently needed for building evacuation and fire control in large buildings without emergency generator systems would be inoperative, thereby resulting in loss of life and/or major fire losses in such buildings.

The above local topographical conditions impede emergency response activities and increase response times. Public Safety resources would have to be prioritized to mitigate the greatest threat and may likely be unavailable for smaller single dwelling or structure fires

- C. This amendment is justified on the basis of a local topographic condition. Rancho Cordova is subject to increased vegetation, varied surface features, hazardous building operations, increased landscaping and terrain risk factors.

1. Vegetation

Highly combustible dry grass, weeds, and brush are common in the hilly and open space areas adjacent to built-up locations six (6) to eight (8) months of each year. Many of these areas frequently experience wildland fires, which threaten nearby buildings, particularly those with wood roofs, or sidings. This condition can be found throughout the Fire Districts, especially in those fully developed areas and those areas marked for future development.

Development continues to extend from the urban core into grass-covered areas and brush/tree covered canyons, such as the American River Parkway, where every 20-percent increase in slope doubles the rate of fire spread.

2. Surface features

The Districts are bisected by the Union Pacific mainline running north/south with an average of eighteen to twenty-four trips daily and with the ability to increase the trips significantly without prior notice to the District. Underground pipelines run parallel to the mainline in a north/south direction in the western portion of the district and carry liquid petroleum, and natural gases under high pressure. It is reasonably foreseeable that this bisection of the Districts by the railroad track could result in the reduction of response time for fire and emergency vehicles in the event a

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train is traveling on the railroad track at the time of a fire or other emergency.

3. Buildings, landscaping, and terrain

The Districts include several topographical features, including major rivers and creeks, aqueducts, lakes, sloughs, natural parkways, open space, bridges/overpasses, freeways, railroad tracks, drainage canals, and sprawling industrial facilities, such as Suburban Propane, Apple Computer, Ampaq, and McClellan Park. Traffic has to be channeled around several of these topographical features and limitations, which creates traffic congestion and delays in emergency response. In the event of an accident or other emergency at one of the key points of intersection between a road and river or freeway, sections of the Districts could be isolated or response times could be significantly increased so as to increase the risk of injury or damage. These features are located between many of the District's fire stations.

Preservation of wetland areas, natural parkways, riparian corridors along rivers/streams, vernal pools, open space and endangered species habitats have all contributed to access problems as well as exemption from vegetation abatement programs. These situations, though very environmentally important, do increase the demands on the fire service due to the extreme fire hazard created by fuel loading and limited access. Reduced available infrastructure features, such as roads, water supplies, and fire protection, hamper the effectiveness of fire response resources. These rural areas are subject to a higher degree of risk without mitigation measures.

Intricate levee systems hold back a portion of the floodwater. However, significant flooding has occurred in many of the Districts' low lying areas where soil conditions are not conducive to rapid infiltration. Localized street flooding has occurred near creeks which make access for fire-fighting equipment difficult.

The above local topographical conditions impede emergency response activities and increase response times. Public Safety resources would have to be prioritized to mitigate the greatest threat and may likely be unavailable for smaller single dwelling or structure fires.

Additional variables that may negatively impact emergency response:

1. The extent of damage to the water system.
2. The extents of isolation due to bridge and/or freeway overpass collapse.
3. The extent of roadway damage and/or amount of debris blocking the roadways.
4. Climatic conditions (hot, dry weather with high winds).

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5. Time of day will influence the amount of traffic on roadways and could intensify the risk to life during normal business hours.
6. The availability of timely mutual aid or military assistance.

Section	Title	Adopted from CFC	Amended from CFC	Added to CFC	Deleted from CFC	Justification
105.6.4	Carnivals and fairs		X			Administrative
106.6	Cost recovery fees			X		Administrative
109.1	Board of Appeals		X			Administrative
110.4	Violation Penalties		X			Administrative
110.4.2	Citations			X		Administrative
110.4.3	California Bail Schedule			X		Administrative
112.4	Failure to comply		X			Administrative
202	Definitions		X	X		Administrative
503.1.2.1	One or two-family dwelling residential developments			X		B, C2
503.1.2.2	Remoteness			X		B, C2
503.6.1	Electrified fences			X		Administrative
505.1	Address identification		X			A1
505.1.1	Illumination			X		A1
507.1.1	Connection			X		A2, A3, C1
507.5.1	Where required		X			A2, A3, C1
507.5.1.1	Hydrant for standpipe systems		X			A2, A3, C1
901.4.6	Pump and riser room size		X			A1, A2
901.4.6.2	Marking on access doors		X			A1

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901.4.6.4	Lighting		X			A3, B
901.6.3.2	Electronic filing			X		Administrative
Section	Title	Adopted from CFC	Amended from CFC	Added to CFC	Deleted from CFC	Justification
901.6.4	Qualifications			X		Administrative
903.2	Where required		X			A2, A3, B, C1, C2, C3
903.2.1.1	Group A-1		X			A2, A3, B, C1, C2, C3
903.2.1.2	Group A-2		X			A2, A3, B, C1, C2, C3
903.2.1.3	Group A-3		X			A2, A3, B, C1, C2, C3
903.2.1.4	Group A-4		X			A2, A3, B, C1, C2, C3
903.2.2.1	Group B			X		A2, A3, B, C1, C2, C3
903.2.3	Group E		X			A2, A3, B, C1, C2, C3
903.2.4	Group F-1		X			A2, A3, B, C1, C2, C3
903.2.7	Group M		X			A2, A3, B, C1, C2, C3
903.2.8.1.1	Group R-3 manufactured housing			X		A2, A3, B, C1, C2, C3
903.2.8.3	Group R-4		X			A2, A3, B, C1, C2, C3
903.2.9	Group S-1		X			A2, A3, B, C1, C2, C3
903.2.9.1	Repair garages		X			A2, A3, B, C1, C2, C3
903.2.10	Group S-2 enclosed parking garages		X			A2, A3, B, C1, C2, C3
903.2.10.1	Commercial parking garages		X			A2, A3, B, C1, C2, C3
903.2.18	Group U private garages and carports accessory to Group R-3 occupancies		X			A2, A3, B, C1, C2, C3
903.3.1.2	NFPA 13R sprinkler systems				X	A2, A3, B, C1, C2, C3
903.3.8.4	Supervision		X			B, C2, C3

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903.3.9	Floor control valves		X			B, C2, C3
903.4.2	Alarms		X			A1, B, C2, C3
Section	Title	Adopted from CFC	Amended from CFC	Added to CFC	Deleted from CFC	Justification
903.4.3	Floor control valves		X			B, C2, C3
903.6	Where required		X			A1, A3, C1, C2, C3
903.6.1	Monitoring			X		B, C2, C3
1028.5.1	Exit discharge surface			X		A1
1206.2	Stationary storage battery systems		X			Administrative
1206.3	Capacitor energy storage systems		X			Administrative
5003.9.1.2	Emergency response support information			X		Administrative
Chapter 80	Reference standards		X			Administrative
Appendix B, Table B105.1(1)	Required fire flow for one and two-family dwellings, Group R-3 and R-4 buildings and townhouses		X			A2, A3, B, C1, C2, C3
Appendix B, B105.2	Buildings other than one and two-family dwellings, Group R-3 and R-4 buildings and townhouses		X			A2, A3, B, C1, C2, C3
Appendix B, Table B105.2	Required fire flow for buildings other than one and two-family dwellings, Group R-3 and R-4 buildings and townhouses		X			A2, A3, B, C1, C2, C3
Appendix C, Table C102.1	Required number and spacing of fire hydrants		X			A2, A3, B, C1, C2, C3
Appendix C, C104.2	Single outlet fire hydrants			X		A2, A3, B, C1, C2, C3
Appendix C, C104.3	Right of way improvements			X		A2, A3, B, C1, C2, C3
Appendix C, C106.1	Hydrant type			X		A2, A3, B, C1, C2, C3

(f) Based on these local climatic, topographical and geological conditions, the amendments to the 2019 California Fire Code as specified in this ordinance are considered reasonable and necessary modifications to the requirements established pursuant to Section 18941.5. While it is clearly understood that the adoption of such amendments may not prevent the incidence of fire, the implementation of these various amendments to the code attempt to reduce the severity and potential loss of life, property and protection of the environment.

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(g) California Health and Safety Code Section 17958.7 requires that the modifications or change be expressly marked and identified as to which each finding refers. Therefore, the City of Rancho Cordova finds that the attached table provides code sections that have been modified which are building standards as defined in Health and Safety Code Section 18909, and the associated conditions for modification due to local climatic, geological and topographical reasons.

Section 3. Severability

If any provision of this ordinance or the application thereof to any person or circumstances is held invalid, such invalidity shall not affect other provisions or applications of the ordinance which can be given effect without the invalid provision or application, and to this end the provisions of this ordinance are severable. This City Council hereby declares that it would have adopted this ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed and the balance of the ordinance be enforced.

Section 4. Effective Date and Publication

Within fifteen (15) days from and after adoption, this Ordinance shall be published once in the Grapevine Independent, a newspaper of general circulation printed and published in Sacramento County and circulated in the City of Rancho Cordova, in accordance with California 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 18th day of November, 2019 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Robert J. McGarvey, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk

MEMORANDUM

DATE: November 18, 2019
TO: Honorable Mayor and Council Members
FROM: Elizabeth Sparkman, Community Development Director
SUBJECT: COMMUNITY DEVELOPMENT DEPARTMENT UPDATE



RECOMMENDATION

Provide Community Development Department update.

RESULT OF RECOMMENDED ACTION

This is an information only update to City Council on the activities of the Community Development Department and an overview on what is planned for 2020.

BACKGROUND

The Community Development Department is comprised of the Building & Safety, Planning, Housing, and Code Enforcement Divisions. The update will focus on the first three divisions and a Code Enforcement update will be provided at a future council meeting.

MEMORANDUM

DATE: November 18, 2019

TO: Honorable Mayor and Council Members

FROM: Adam U. Lindgren, City Attorney

SUBJECT: AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA, ADDING CHAPTER 23.930 "TENANT PROTECTION," TO TITLE 23 "ZONING CODE" PROHIBITING THE EVICTION OF TENANTS WITHOUT "JUST CAUSE"



RECOMMENDATION

Adopt the Ordinance.

RESULT OF RECOMMENDED ACTION

If adopted, this Urgency Ordinance will take place immediately, and will stay in place until December 31, 2019. AB 1482 will be effective January 1, 2020.

BACKGROUND

On October 8, 2019, the California legislature passed the Tenant Protection Act of 2019, Assembly Bill 1482 ("AB 1482") which prohibits the eviction of tenants without "just cause" and prohibits owners of residential rental property from increasing rents each year by more than 5 percent plus the percentage change in the cost of living or 10 percent, whichever is lower. The Tenant Protection Act of 2019 was passed to address a key cause of California's affordable housing crisis by preventing rent gouging and arbitrary evictions. AB 1482 becomes effective on January 1, 2020.

City staff is concerned that in advance of the implementation of AB 1482, no-fault eviction notices and threats of eviction could surge. The termination of a lease presents a financial burden on many families, since families need to find new places to live, which may mean some members have to take some time off of work, and also need to come up with additional funds for first and last month's rent at a new location. In addition, if families have lived in the home for a considerable amount of time, the current rent may be well below the rent they may need to pay in the 2019 rental market. All of these issues can lead to homelessness for the tenants or families that are displaced for no reason other than the landlord's desire to raise rents prior to the implementation of AB 1482. Homelessness can be stressful at any time, but with the upcoming holidays can be even more stressful for the families whose leases are being terminated.

CURRENT ENFORCEMENT

Staff is recommending the adoption of this Urgency Ordinance to prevent evictions for no-cause prior to the enactment of AB 1482. The Urgency Ordinance provides for very specific circumstances under which a landlord can terminate a lease prior to December 31, 2019. Tenants will have the opportunity to inform the City of any terminations that the tenant believes is not in compliance with this ordinance.

FISCAL IMPACT

If this Urgency Ordinance is not passed, there may be significant costs to the public safety budget related to additional homelessness. Passage of the ordinance does not have a fiscal impact on the City.

ATTACHMENT

1. Proposed Ordinance

CITY OF RANCHO CORDOVA

URGENCY ORDINANCE NO. XX-2019

AN URGENCY ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA, ADDING CHAPTER 23.930 "TENANT PROTECTION," TO TITLE 23 "ZONING CODE" PROHIBITING THE EVICTION OF TENANTS WITHOUT "JUST CAUSE"

WHEREAS, the Sacramento region, including the City of Rancho Cordova (the "City") is experiencing an urgent need to provide safe, affordable housing, and to prevent homelessness and displacement of renters; and

WHEREAS, the California legislature passed the Tenant Protection Act of 2019, Assembly Bill 1482 ("AB 1482"), an act adding and repealing Sections 1946.2, 1947.12, and 1947.13 of the California Civil Code, effective on January 1, 2020, which prohibits the eviction of tenants without "just cause" and prohibits owners of residential rental property from increasing rents each year more than 5 percent plus the percentage change in the cost of living or 10 percent, whichever is lower; and

WHEREAS, in advance of the implementation of AB 1482, no-fault eviction notices and threats of eviction could surge; and

WHEREAS, the City desires to temporarily protect renters from no-fault evictions, in advance of the effective date of AB 1482, in order to prevent further homelessness and displacement; and

WHEREAS, no-fault evicting can make it more difficult for an evicted tenant to secure new housing; and

WHEREAS, the City Council finds that the public health, safety and general welfare of the City and its residents necessitates and requires the adoption of this Urgency Ordinance, prohibiting the eviction of tenants without just cause in order to: (a) protect and safeguard against the detrimental secondary negative effects and adverse impacts of potential homeless citizens in the City; (b) preserve and safeguard the minors, children and students in the community from the deleterious impacts of homelessness; and (c) preserve the City's law enforcement services, in that monitoring and addressing the negative secondary effects and adverse impacts of tenant evictions will likely burden the City's law enforcement resources; and

WHEREAS, this Urgency Ordinance is consistent with the City of Rancho Cordova General Plan, and exempt from review under the California Environmental Quality Act (CEQA) pursuant to CEQA Guidelines Section 15183 (Action Consistent with the General Plan and Zoning) Section 15378; and Section 105061(b)(3)(No Significant Environmental Impact).

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

SECTION 1. The foregoing recitals are true and correct and made a part of this Urgency Ordinance

SECTION 2. Rancho Cordova Municipal Code Title 23, "Zoning Code," Chapter 23.930, "Tenant Protection," is hereby added to the Municipal Code and shall read as follows:

Chapter 23.930 TENANT PROTECTION

SECTION 23.930.010. PURPOSE.

On October 8, 2019, Assembly Bill 1482 ("AB 1482"), the Tenant Protection Act of 2019, was passed to address a key cause of California's affordable housing crisis by preventing rent gouging and arbitrary evictions. AB 1482 becomes effective on January 1, 2020.

The City of Rancho Cordova is experiencing a housing affordability crisis, which is driving homelessness and displacement of residents to an unprecedented scale.

Rapidly escalating real estate values provide an incentive to landlords to evict long-term, lower-income tenants, without cause, and to raise rents before AB 1482 becomes effective. Tenants have already reported experiencing a surge of no-fault eviction notices and threats of eviction. Therefore, it is imperative that the City implement temporary strategies to ensure that residents are not unnecessarily evicted.

This chapter will temporarily prohibit no-fault evictions through December 31, 2019, for residential real property that will be covered by AB 1482 beginning on January 1, 2020.

SECTION 23.930.20. DEFINITIONS.

The following words and phrases, whenever used in this article, shall be construed as defined in this section.

Owner. The term "owner" is any person, acting as principal or through an agent, offering residential real property for rent, and includes a predecessor in interest to the owner.

Residential real property. The term "residential real property" is any dwelling or unit that is intended or used for human habitation.

SEC. 23.930.30. PROHIBITION ON EVICTIONS.

A. Effective the date of the adoption of this Urgency Ordinance through December 31, 2019, the owner of residential rental property shall not terminate a lawful tenancy without at-fault just cause, unless the termination is required to comply with an order issued by a government agency or court necessitating vacating the residential real property or to comport with due process, federal, or state law, which shall be stated in the written notice of termination of tenancy. This prohibition shall also apply to an owner's action that constitutes constructive eviction under California law. An owner's failure to comply with this article shall render any notice of termination of tenancy void. This article may be asserted as an affirmative defense in an unlawful detainer action. An owner's failure to comply with this article does not constitute a criminal offense. A

B. At-fault just cause means the following:

1. Default in the payment of rent. A breach of a material term of the lease, as described in paragraph (3) of Section 1161 of the California Code of Civil Procedure, including, but not limited to, violation of a provision of a lease after being issued a written notice to correct the violation.

2. Maintaining, committing, or permitting the maintenance or commission of a nuisance as described in paragraph (4) of Section 1161 of the California Code of Civil Procedure.

3. Criminal activity by the tenant on the residential real property, including any common areas, or any criminal activity or criminal threat, as defined in subdivision (a) of Section 422 of the California Penal Code, on or off the residential real property against the owner of the residential real property.

4. Assigning or subletting the premises in violation of the tenant's lease, as described in paragraph (4) of Section 1161 of the California Code of Civil Procedure.

5. The tenant's refusal to allow the owner to enter the residential real property as authorized by Sections 1101.5 and 1954 of the California Civil Code, and Sections 13113.7 and 17926.1 of the California Health and Safety Code.

6. Using the premises for an unlawful purpose as described in paragraph (4) of Section 1161 of the California Code of Civil Procedure.

7. The employee, agent, or licensee's failure to vacate after their termination as an employee, agent, or a licensee as described in paragraph (1) of Section 1161 of the California Code of Civil Procedure.

8. When the tenant fails to deliver possession of the residential real property after providing the owner written notice as provided in Section 1946 of the California Civil Code of the tenant's intention to terminate the hiring of the real property, or makes a written offer to surrender that is accepted in writing by the owner, but fails to deliver possession at the time specified in that written notice as described in paragraph (5) of Section 1161 of the California Code of Civil Procedure.

C. This Urgency Ordinance shall not apply to any of the following residential real property or residential circumstances:

1. Transient and tourist hotel occupancy as defined in subdivision (b) of Section 1940 of the California Civil Code.

2. Dormitories owned and operated by an institution of higher education or a kindergarten and grades 1 to 12, inclusive, school.

3. Housing accommodations in which the tenant shares bathroom or kitchen facilities with the owner who maintains their principal residence at the residential real property.

4. Single-family owner-occupied residences, including a residence in which the owner-occupant rents or leases no more than two units or bedrooms, including, but not limited to, an accessory dwelling unit or a junior accessory dwelling unit.

5. A duplex in which the owner occupied one of the units as the owner's principal place of residence at the beginning of the tenancy, so long as the owner continues in occupancy.

6. Residential real property that is alienable separate from the title to any other dwelling unit, provided that the owner is not any of the following:

- (a) A real estate investment trust, as defined in Section 856 of the Internal Revenue Code.
- (b) A corporation.
- (c) A limited liability company in which at least one member is a corporation.

7. Housing restricted by deed, regulatory restriction contained in an agreement with a government agency, or other recorded document as affordable housing for persons and families of very low, low, or moderate income, as defined in Section 50093 of the Health and Safety Code, or subject to an agreement that provides housing subsidies for affordable housing for persons and families of very low, low, or moderate income, as defined in Section 50093 of the Health and Safety Code or comparable federal statutes.

SECTION 23.930.40 APPLICATION.

This Urgency Ordinance shall apply to tenancies on which a notice of eviction is issued after November 18, 2019.

SECTION 23.930.50 SEVERABILITY.

If any provision of this article is found to be unconstitutional or otherwise invalid by any court of competent jurisdiction, that invalidity shall not affect the remaining provisions of this article which can be implemented without the invalid provisions, and to this end, the provisions of this article are declared to be severable. The City Council hereby declares that it would have adopted this article and each provision thereof irrespective of whether any one or more provisions are found invalid, unconstitutional or otherwise unenforceable.

SECTION 3. Effective Immediately The City Council of the City of Rancho Cordova desires to adopt this Urgency Ordinance prohibiting the eviction of tenants without just cause. This Urgency Ordinance is necessary for the immediate preservation of the public peace, health and safety and shall take effect immediately pursuant to Government Code Section 36937(b). The Council will consider establishing another moratorium due to changed circumstances, however, adopting this Urgency Ordinance will assist the City defend itself against challenges to the new moratorium. If this Urgency Ordinance is not adopted, and the new moratorium is successfully challenged, the City's residents would be subjected to the negative impacts identified in the recitals of this Urgency Ordinance.

Pursuant to Government Code section 36937(b), this Urgency Ordinance requires four-fifths (4/5) vote of the City Council.

ADOPTED, THIS 18th day of November 2019, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Robert J. McGarvey, Mayor

Stacy Leitner, CMC
City Clerk

