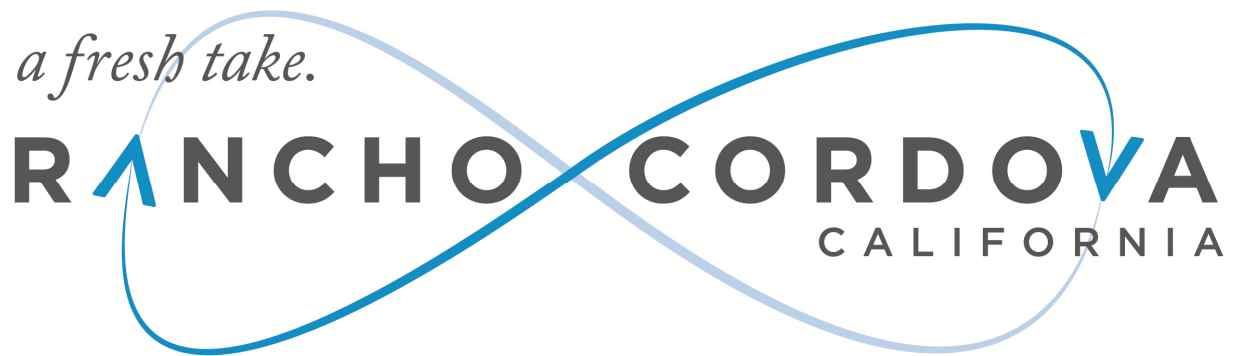


CITY OF RANCHO CORDOVA



CITY COUNCIL

Tuesday, September 04, 2018

4:00 PM – Special Meeting

5:30 PM – Regular Meeting

AGENDA

Linda Budge, Mayor

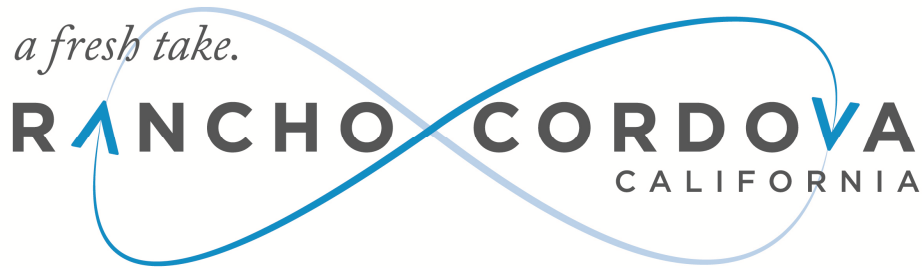
Robert J. McGarvey, Vice Mayor

David Sander, Council Member

Garrett Gatewood, Council Member

Donald Terry, Council Member

CITY OF RANCHO CORDOVA



CITY COUNCIL MEETING

City Hall
2729 Prospect Park Drive, Rancho Cordova

Tuesday, September 04, 2018

4:00 PM – Special Meeting/Closed Session
American River Room North

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

AGENDA

1. SPECIAL MEETING - CALL TO ORDER/ROLL CALL

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

2. PUBLIC COMMENT

At a special meeting, citizens wishing to address the Council for any matter on the agenda may do so at the time the matter is discussed. Under the provisions of the California Government Code, the City Council is prohibited from discussing or taking action on any item not on the agenda.

3. SPECIAL MEETING ITEM

3.1 **Subject:** Rancho Cordova Police Department Update.

Recommendation: Receive information regarding updates to the Police Department. Provide feedback on direction and program updates.

Result of Recommended Action: Staff is providing updated information on programs within the police department and changes to the Police Department based on recommendations from the consultant's report.

Staff Report: Chris Pittman, Chief of Police.

Advances Goals: 1, 2, and 5.

4. ADJOURNMENT OF SPECIAL MEETING

Mayor Budge will adjourn the special meeting to regular meeting in the David B. Roberts Council Chambers.

5. REGULAR MEETING - CALL TO ORDER / ROLL CALL

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

6. METRO CABLE TV TELEVISION ANNOUNCEMENT

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

7. PLEDGE OF ALLEGIANCE

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

8. INVOCATION

Fred Hammer from River City Christian will give the invocation.

9. PRESENTATIONS

9.1 Proclamation Presented Designating the Month of September as Prostate Cancer Awareness Month.

9.2 City of Rancho Cordova Residential Beautification Presentation.

9.3 Presentation of Results from the 2018 Resident Satisfaction Survey.

Recommendation: Receive presentation of the results from the 2018 Resident Satisfaction Survey.

Result of Recommended Action: Council will receive the results of the Survey and provide feedback to Staff.

Staff Report: Maria Kniestedt, Communications Department Director and Stefan Heisler, Reinvestment Analyst.

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

10. 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.

11. COUNCIL REPORTS

12. CITY MANAGER'S REPORT

13. CONSENT CALENDAR ITEMS - ROLL CALL VOTE

- 13.1 **Subject:** Meeting Minutes from the August 20, 2018 Regular City Council Meeting.
Recommendation: Adopt Minutes.
- 13.2 **Subject:** Treasurer's Report - June 30, 2018.
Recommendation: This report is informational only. It is recommended that the City Council receive and file the June 30, 2018 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 second quarter of this calendar year, ending June 30, 2018, and is in compliance with the State's reporting requirements.
Staff Report: Kim Juran-Karageorgiou, Administrative Services Director.
Advances Goal: 4.
- 13.3 **Subject:** A Resolution Authorizing the City Manager to Execute Contract Amendment No. 51-2018-1 with Kaizen InfoSource to Extend the Contract Term to June 30, 2020 and Increase the Contract Amount from \$69,000 to an Amount Not to Exceed \$183,175 for Electronic Content Management System and Agenda Management Software Consulting Services.
Recommendation: Adopt the Resolution.
Result of Recommended Action: Adoption of the Resolution will authorize the City Manager to execute Contract Amendment No. 51-2018-1 with Kaizen InfoSource. This will extend the contract term to June 30, 2020 and increase the initial contract amount from \$69,000 to an amount not to exceed \$179,000.
Staff Report: Stacy Leitner, City Clerk.
Advances Goals: 1 and 5.
- 13.4 **Subject:** A Resolution Declaring Results of the Mail Ballot Election Relating to the Imposition of the Annual Stormwater Utility Fee on the Creekside Commerce Center Project in the City of Rancho Cordova.
Recommendation: Adopt a Resolution declaring the results of the mail ballot election relating to the imposition of the annual Stormwater Utility Fee for the Creekside Commerce Center project.
Result of Recommended Action: Adoption of the Resolution will declare the results of the ballot tabulation in connection with the imposition of the annual Stormwater Utility Fee on the Creekside Commerce Center Project. If majority approval exists, the City Council may impose the annual Stormwater Utility Fee on the Creekside Commerce Center Project pursuant to the Fee Ordinance. If there is no majority approval, the Stormwater Utility Fee shall not be imposed for the project.
Staff Report: Elizabeth Sparkman, Community Development Director and Jeanette Cervantes, Management Technician.
Advances Goal: 5.

14. CONSENT PUBLIC HEARING ITEMS - ROLL CALL VOTE

- 14.1 **Subject:** A Resolution Declaring a Protest Hearing and Authorizing the Mailing of Property Owner Ballot Relating to the Imposition of the Annual Stormwater Utility Fee for the Douglas 98 Project.
Recommendation: Adopt the Resolution.
Result of Recommended Action: Adoption of the Resolution will declare the results of the property owner protest and, if there exists less than a majority protest, authorize the mailing of a ballot to the property owner to approve the levy of the fee to pay for maintenance of storm drainage and flood protection systems for the Douglas 98 project. The action also sets 1:30 p.m. on September 19, 2018 in the office of the City Clerk, as the time and date for the ballot tabulation for the matter.
Staff Report: Elizabeth Sparkman, Community Development Director and Jeanette Cervantes, Management Technician.
Advances Goal: 5.
- 14.2 **Subject:** Introduction and First Reading of an Ordinance Amending Sections of the Rancho Cordova Municipal Code Related to Title 6 Health and Sanitation and Title 23 Zoning Code.
Recommendation: Introduce and waive the first reading of the Ordinance.
Result of Recommended Action: The Ordinance would come back for a second reading and adoption at the next regular City Council meeting. Approval of the Ordinance would amend Title 6 (Health and Sanitation), Chapter 6.56 Abandoned Vehicles and Title 23 (Zoning Code), Article 1 Administration, Article 3 Zoning District, Allowable Uses, and General Development Standards, Article 7 Site Planning and Development Standards, and Article 11 Definitions of the Rancho Cordova Municipal Code (RCMC).
Staff Report: Darcy Goulart, Planning Manager.
Advances Goals: 1, 2, 5, and 6.

15. PUBLIC HEARING ITEMS

- 15.1 **Subject:** Introduction and First Reading of an Ordinance Repealing Chapter 4.28 Bingo Parlors of the Rancho Cordova Municipal Code and Amending Sections of the Rancho Cordova Municipal Code Related to Title 4 Business Regulation; Bingo Games; Title 23 Zoning Code; and the Folsom Boulevard Specific Plan.
Recommendation: Introduce and waive first reading of the Ordinance.
Result of Recommended Action: The Ordinance would come back for a second reading and adoption at the next regular City Council meeting. Approval of the Ordinance would amend Title 4 (Business Regulation), Chapter 4.26 Bingo Games; Title 23 (Zoning Code), Article 3 Zoning District, Allowable Uses, and General Development Standards; and the Folsom Boulevard Specific Plan, Chapter 2 Land Use Plan and Allowed Uses. The ordinance would also repeal Chapter 4.28 Bingo Parlors and incorporate bingo parlor standards into Chapter 4.26 Bingo Games.
Staff Report: Darcy Goulart, Planning Manager.
Advances Goals: 1, 2, 5, and 6.

16. REGULAR CALENDAR ITEMS

- 16.1 **Subject:** South Sacramento Habitat Conservation Plan (SSHCP) Update and Memorandum of Agreement for Fiscal Year 2018/2019.
Recommendation: Receive information on status and schedule of implementation of

the SSHCP, discuss proposed change in governance requested by the County Board of Supervisors, and adopt resolution authorizing execution of the Memorandum of Agreement ("MOA") with Sacramento County, Sacramento County Water Agency, and the City of Galt related to funding the SSHCP.

Result of Recommended Action: Adoption of this Resolution with authorize the City Manager to execute the SSHCP MOA for fiscal year 2018/2019 funding to assist in the preparation and implementation of the South Sacramento Habitat Conservation Plan.

Staff Report: Elizabeth Sparkman, Community Development Director.

Advances Goals: 1, 2, and 5.

17. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

18. 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, September 11	5:30 PM Special Meeting/Work Session
Monday, September 17	5:30 PM Regular Meeting
Tuesday, September 25	CANCEL WORK SESSION
Monday, October 1	4:00 PM Special Meeting/Study Session 5:30 PM Regular Meeting
Tuesday, October 9	5:30 PM Special Meeting/Closed Session for City Manager Evaluation
Monday, October 15	5:30 PM Regular Meeting
Tuesday, October 23	5:30 PM Special Meeting/Closed Session for City Manager Evaluation – CANCELLED
Tuesday, October 30	CANCEL WORK SESSION
Monday, November 5	4:00 PM Special Meeting/Study Session 5:30 PM Regular Meeting
Monday, November 19	5:30 PM Regular Meeting
Tuesday, November 27	5:30 PM Special Meeting/Work Session
Monday, December 3	4:00 PM Special Meeting/Study Session 5:30 PM Regular Meeting
Tuesday, December 11	5:30 PM Special Meeting/Work Session
Monday, December 17	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) 851-8784
Human Resources Department	(916) 851-8740
IT Department	(916) 851-8700
Neighborhood Services – Animal Services	(916) 851-8770
Parks & Recreation (Cordova Recreation & Park District)	(916) 362-1841
Planning Department	(916) 851-8750
Public Works Department	(916) 851-8710
Rancho Cordova Police Department	(916) 875-9600
Redevelopment Department	(916) 851-8780
Sac Metro Fire District	(916) 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 Tuesday, September 04, 2018 Regular Meeting of the Rancho Cordova City Council was posted and available for review on August 31, 2018 at City Hall of the City of Rancho Cordova, 2729 Prospect Park Drive, Rancho Cordova, California, 95670. The agenda is also available on the city website at www.cityofranhocordova.org.

Signed August 31, 2018 at Rancho Cordova, California.



Stacy Leitner, City Clerk

MEMORANDUM

DATE: September 4, 2018
TO: Honorable Mayor and Council Members
FROM: Chris Pittman, Chief of Police
SUBJECT: RANCHO CORDOVA POLICE DEPARTMENT UPDATE



RECOMMENDATION

Receive information regarding updates to the Police Department. Provide feedback on direction and program updates.

RESULT OF RECOMMENDED ACTION

Staff is providing updated information on programs within the police department and changes to the Police Department based on recommendations from the consultant's report.

BACKGROUND

On February 1, 2018, Matrix Consulting provided an evaluation report to the City Council on law enforcement services.

Since that time, Police Department staff have been working to implement many of the recommendations of the report. The overall structure of the Department has been modified, several new positions have been added, and new programs have been instituted.

ATTACHMENT

1. Presentation

RANCHO CORDOVA POLICE DEPARTMENT

Department Update



Chris Pittman
Chief of Police

RCPD DEPARTMENT UPDATE

- **This presentation will update Council on:**
 - **Matrix Consulting Recommendations**
 - **Staffing Updates**
 - **Specialty Teams**
 - **Programs**
 - **Volunteers**
 - **2017 Crime Statistics Wrap Up**

CONSULTANT'S REPORT

COMPLETED RECOMMENDATIONS

- ✓ Backfill the vacant Detective position
- ✓ Develop a process and the supporting mechanisms that regularly inform of public safety and other issues of importance
- ✓ Adopt a formal problem-oriented approach for effective use of patrol proactive time, engaging the community regularly
- ✓ RCPD and the City should devise effort to keep City Council and citizens informed of public safety activities
- ✓ Add a second upper management position to allow more community engagement.

IN PROGRESS RECOMMENDATIONS

- Maintain a civilian presence in Patrol to assist in achieving enhanced community oriented policing services
- The Chief should initiate a community law enforcement strategic planning process to identify problems and prioritize potential solutions to these problems.
- The Chief should be tasked with establishing a process to regularly engage the community as a partner of the Department.
- The Chief should develop a system of data collection so that the response to meeting goals and objectives can be measured.

STAFFING UPDATE

STAFFING CHANGES

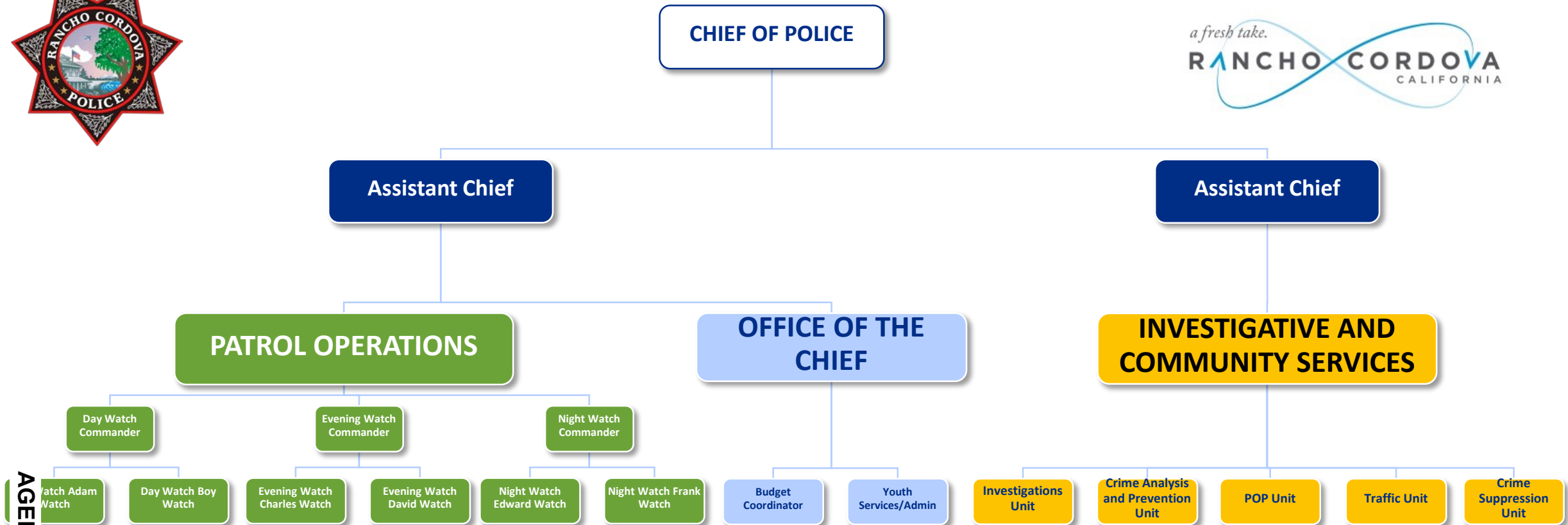
- Consistent with the Matrix Consulting Report, a second Assistant Chief of Police has been added to RCPD management.
- 1 Assistant Chief Oversees Patrol and Administration
- 1 Assistant Chief Oversees Investigative and Community Services

Added two Homeless Outreach Team Deputies

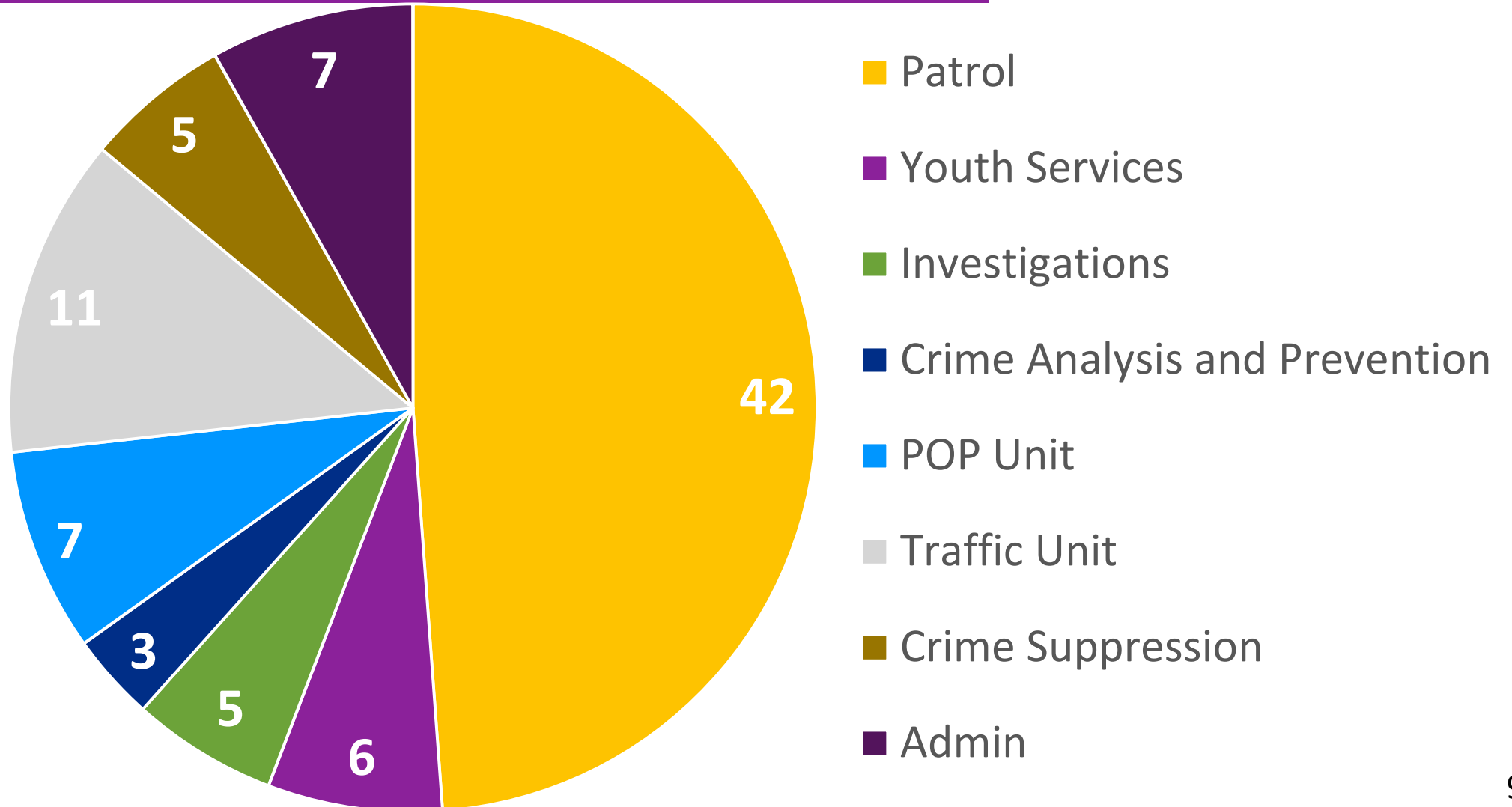
Added Additional School Resource Officer

Added Regional Transit Detail Officer

RCPD STAFFING CHART



STAFFING ALLOCATION



SPECIALTY TEAMS

PROBLEM ORIENTED POLICING TEAM

- **POP TEAM**
 - Marijuana Grows
 - Alcohol Beverage Enforcement
- **HOMELESS OUTREACH TEAM**
 - Homeless Camp Cleanup
 - Program Referrals
- **COMMUNITY PROSECUTOR**
 - Deputy District Attorney Assigned at RCPD
 - Chronic Nuisance Offender Program

REGIONAL TRANSIT

- Officer now assigned to Regional Transit Police, emphasizing Rancho Cordova impacts

CRIME SUPPRESSION UNIT

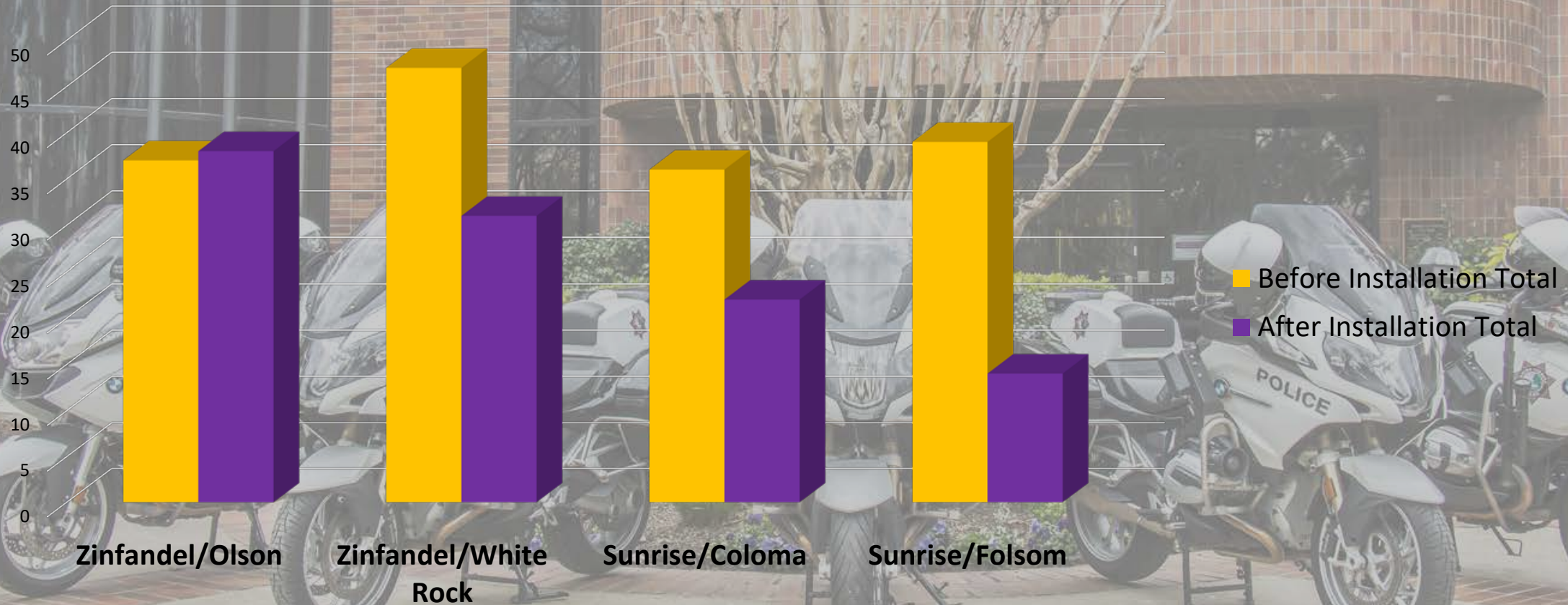
- Targeted enforcement based on crime trends.
- Gang Crime Enforcement
- 2017 Statistics:
 - 89 felony fresh arrests
 - Seized 23 firearms
 - Took 320 grams of methamphetamine off of Rancho Cordova streets.

TRAFFIC UNIT

- **TRAFFIC UNIT**
 - 36 DUI Arrests in 2017
 - 2 DUI Checkpoint Operations in 2017
 - 10% Reduction in Total Collisions in 2017 Over 2016
 - Public Outreach
 - Community Events
 - Traffic Safety

RED LIGHT ENFORCEMENT

Collision Totals Before and After Cameras



RED LIGHT ENFORCEMENT

Traffic Volume vs. Citations Issued			
	2015	2016	2017
Traffic Volume	15,469,988	22,897,227	31,845,721
Citations Issued	5,524	7,634	8,739
Citation Percentage	.04%	.03%	.03%

YOUTH SERVICES UNIT

- **School Resource Officers**
 - **K9 Detection Officer**
- **Police Activities League**
 - **Full Time Assistant PAL Coordinator**
- **Crime Prevention Specialist Partners With PAL Coordinator For All Events**

PROGRAMS

CRIME PREVENTION

- Integrated Crime Analysis and Crime Prevention
 - New Home Construction Crime Prevention Program
 - Business Watch
 - Expanded Neighborhood Watch
 - Citizen's Academy
 - CPTED Evaluations
- Enhanced Communication with Planning Department**

POLICE ACTIVITIES LEAGUE

- Junior Giants
- Youth Leadership Council
- Swimstitute Swim Lessons
- March Madness 3 On 3 Basketball
- Proposed Youth Center

SOCIAL MEDIA OUTREACH

- Partnered with City Media Office for social media promotion



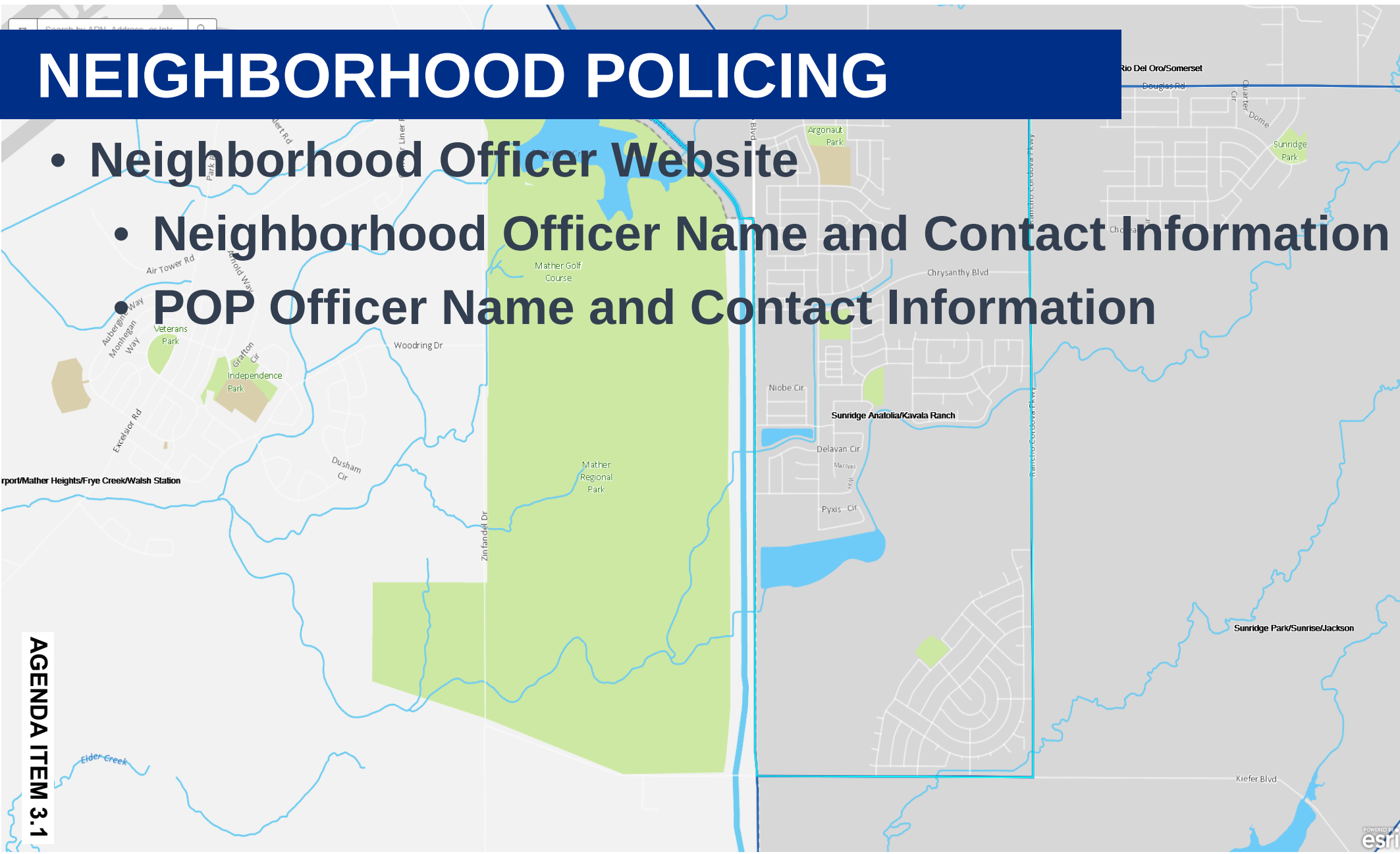
- Real-Time Twitter Updates Regarding Public Safety Incidents
- “The Dispatch” E-Newsletter
- “Officer Pen” initiative
- NextDoor Neighborhood Watch Groups

NEIGHBORHOOD POLICING

- Adopt-A-School
- Public Versus Officer Policing Priorities
- Accountability to Residents

NEIGHBORHOOD POLICING

- Neighborhood Officer Website
- Neighborhood Officer Name and Contact Information
- POP Officer Name and Contact Information



AGENDA ITEM 3.1

VOLUNTEERS

VOLUNTEER SERVICES

- 6,381 Hours Donated by RCPD Volunteers in 2017
- 31 Volunteers Currently Serving at RCPD
- Longest-Serving Volunteer in Sheriff's Department
- Now Providing 5 Day A Week Patrol

Ambassadors for our Community

2017 CRIME STATISTICS

BY THE NUMBERS (2017)



27,947

9-1-1 and
emergency calls
from within the City
of Rancho Cordova



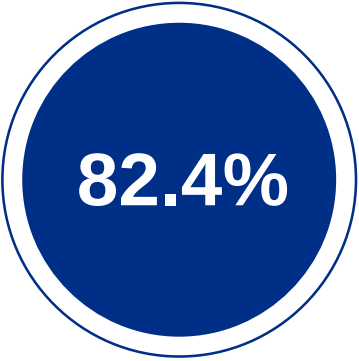
21,362

Calls to RCPD non-
emergency line



42,041

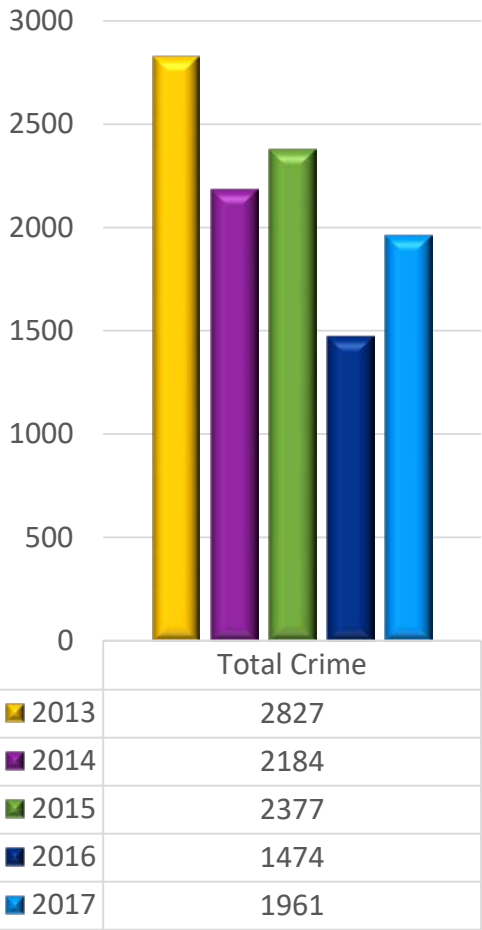
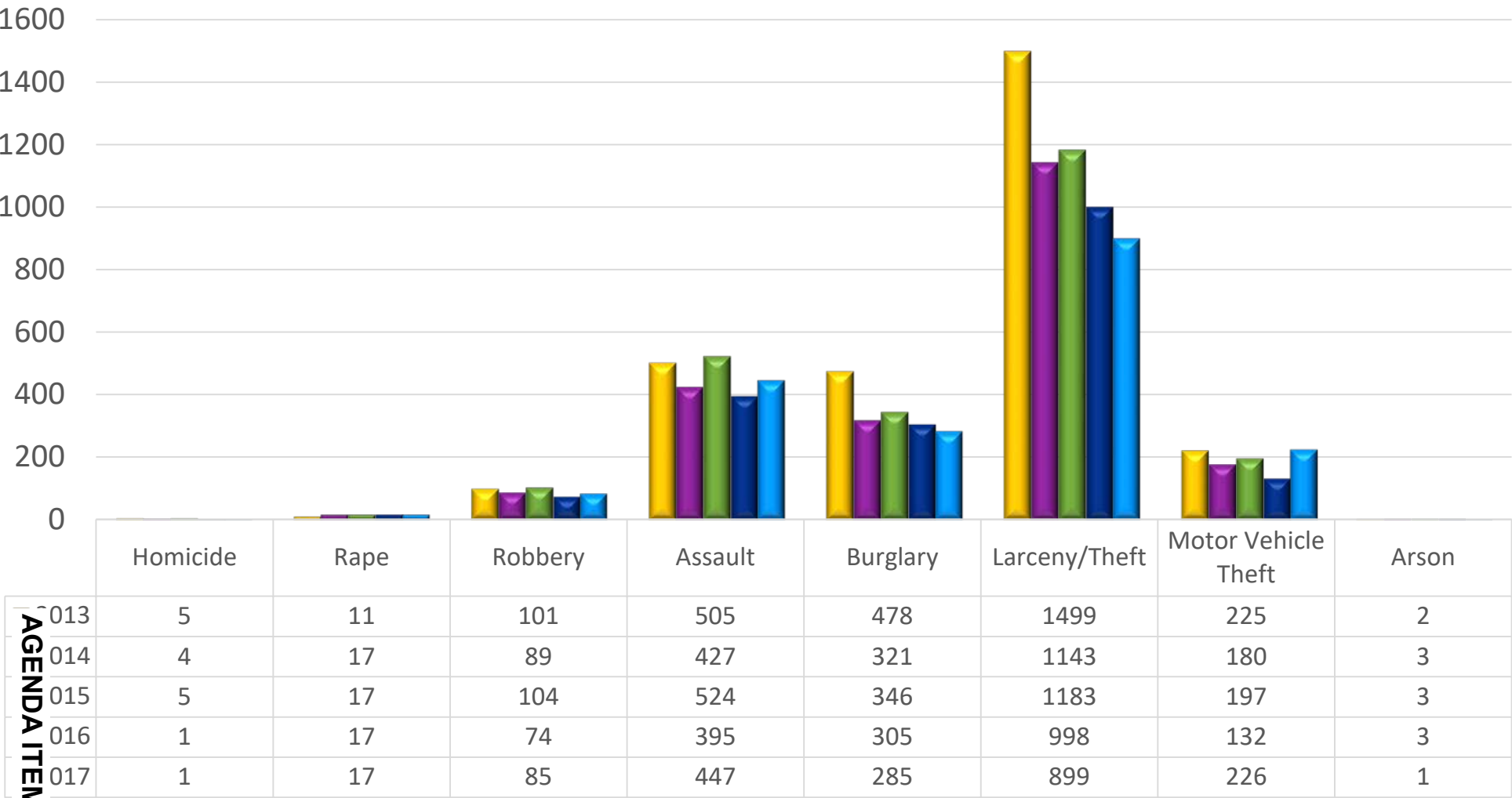
Citizen-generated
calls for service



82.4%

Residents Satisfied
with help received
from RCPD.

CRIME STATS – FIVE YEAR VIEW



AGENDA ITEM 3.1

Adjusted for population, overall crime has reduced 38% from 2013-2017

...EVER FORWARD...



- This is a beginning
- More improvements to service delivery and communication methods will be occurring.
- Additional outreach and community input opportunities are being developed.
- Always working to reduce perceived and actual crime.
- Continually improving the quality of life for those who live, work, and play in the City of Rancho Cordova.

THANK YOU

SUBHEADER GOES HERE



Residential Beautification Program

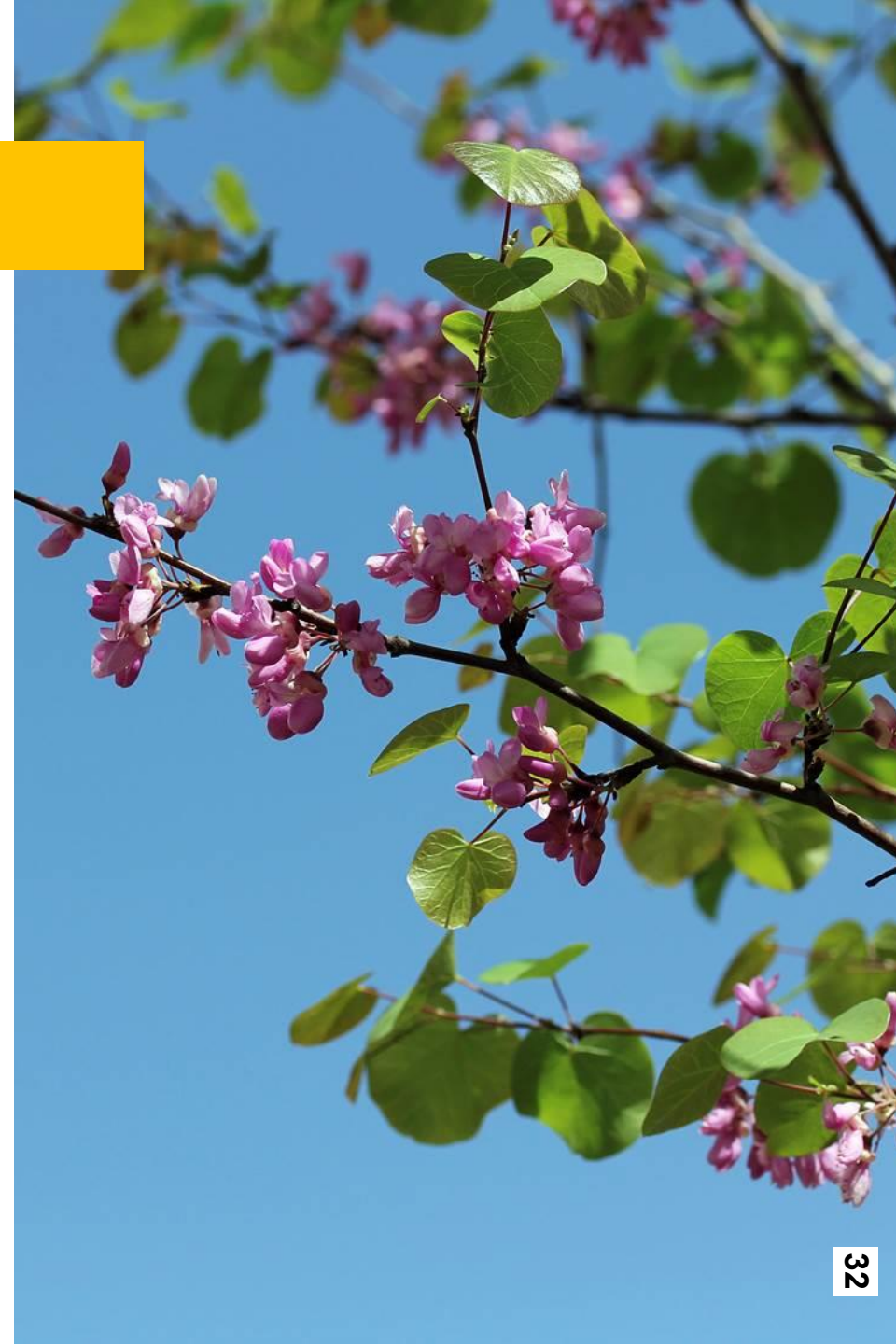
AGENDA ITEM 9.2

a fresh take.
RANCHO CORDOVA
CALIFORNIA

CityOfRanchoCordova.org

Purpose

The City has combined multiple program opportunities into one easy application, streamlining the process to help residents interested in beautifying their front yard landscapes.



Beautification Opportunities

- Transforming to water-wise, low-maintenance landscaping
- Removal of chain link fence and bars on windows
- Dead tree or tree stump removal
- Fence repairs (visible from front or side yard street view)
- Tree pruning
- Removal of trailer or junk car (must be owner)



Program Details

Eligible Properties

- Applicant must own the home (owner occupied).
- The property must be a single family dwelling (duplex, triplex, and multi-family units are not eligible for this program).
- The property owner must be at least eighteen (18) years of age.
- The property must be code compliant and have no exterior building violations.
- Limit to one applicant and/or household per year.
- This is a grant reimbursement. The grant is paid out after the project is completed. Payment of grant funds will only be made after the grant project is completed and approved.



Program Benefits

- Provides grant reimbursement for cost and materials (up to \$3,000)
- Streamline process, no income restrictions
- Improves the aesthetics of the neighborhood
- Increases civic pride



Beautification Examples



AGENDA ITEM 9.2



Beautification Examples



Residential Beautification Program

Questions or Comments?

MEMORANDUM

DATE: September 4, 2018

TO: Honorable Mayor and Council Members

FROM: Maria Kniestedt, Communications & Public Affairs Director
Stefan Heisler, Reinvestment Analyst

SUBJECT: Presentation of Results from the 2018 Resident Satisfaction Survey



RECOMMENDATION

Receive presentation of the results from the 2018 Resident Satisfaction Survey.

RESULT OF RECOMMENDED ACTION

Council will receive the results of the Survey and provide feedback to Staff.

BACKGROUND

In July 2018 the City of Rancho Cordova completed its sixth Resident Satisfaction Survey, administered by Dennis Tootelian, Ph.D. The first resident satisfaction survey was completed in 2006. These surveys are used to gauge resident opinions on the quality of life in the City of Rancho Cordova and satisfaction with the services provided by the City.

Previous Resident Satisfaction Surveys were conducted by Godbe Research. This year, City Staff decided to review past methodologies and questionnaires to streamline the survey while maintaining some ability to compare the 2018 findings with those from the 2016 survey.

The 2018 biennial Resident Satisfaction Survey had the following scope:

- A reduced questionnaire of 19 questions was jointly developed by City Staff and Dennis Tootelian, maintaining key metrics from previous surveys
- 350 residents over age 18 were surveyed by telephone (land lines and cell phones)
- Survey interviews lasted less than 20 minutes
- The surveys occurred between June 13, 2018 and July 10, 2018

The specific topics assessed were:

- Overall perceptions of living in Rancho Cordova
- Satisfaction with services offered by the City
- Satisfaction with customer service when contacting the City
- Public safety and the services provided by the Police Department
- Satisfaction with the City's responsiveness to resident issues/concerns
- Satisfaction with information provided by the City on its programs and services
- Sources of information used to learn about City programs and services

The survey results will assist the City Council and Staff in setting its strategic and budgetary priorities.

FISCAL IMPACT

The cost of this survey was not to exceed \$24,500. This was a decrease in cost from the 2016 survey which was not to exceed \$43,600. There is no direct additional fiscal impact associated with this activity, except that the results of this survey may inform future policy and fiscal decisions.

ATTACHMENTS

1. 2018 Resident Satisfaction Survey Report
2. PowerPoint Presentation

2018 RESIDENT SATISFACTION SURVEY FOR THE CITY OF RANCHO CORDOVA

Presented to:

**Maria Kniestedt
Communications & Public Affairs Director
City of Rancho Cordova**

Presented by:

**Dr. Dennis H. Tootelian
Sacramento, California**

August 2018

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2018 RESIDENT SATISFACTION SURVEY FOR THE CITY OF RANCHO CORDOVA

EXECUTIVE SUMMARY

INTRODUCTION

In May 2018, the City of Rancho Cordova, California (City) retained Dennis H. Tootelian, Ph.D. (Consultant) to assist it in conducting a survey of residents' view on various topics and their satisfaction with services offered by the City. The overall goal of the survey was to provide City officials with residents' views on how well City services are meeting residents' needs and areas where the City should improve.

METHODOLOGY

The population for this study was residents of the City of Rancho Cordova. Respondents were at least 18 years of age.

Given the nature of the study, it was determined that a telephone survey would be the most appropriate method of data collection. Telephone interviews are cost effective and can be conducted in a reasonably short period of time which reduces the risk of extraneous events occurring during the data collection process.

The sample size for the survey was established by examining the nature of the questions and expectations regarding variability of responses. Based on this, and taking into consideration time and costs, the sample size for the survey was set at 350. Variability in responses was measured as interviews were completed and this process was used to ensure that the sample size was appropriate.

The questionnaire for the survey focused on the issues identified in the Introduction of this Report. The City approved the questionnaire prior to the launch of the survey.

SUMMARY AND CONCLUSIONS

Based on the findings of this study, and subject to the Caveats expressed in the Methodology, the following conclusions appear warranted for the 2018 Resident Survey. They are provided in bullet format for emphasis:

- The great majority of residents believe you can have a good quality of life when living in Rancho Cordova, and very few do not believe this to be the case. Furthermore, more than two-thirds of residents would recommend living in the City to a friend. Additional comments provided by respondents recognized the City's efforts to clean up neighborhoods, beautify infrastructure, etc.
- Most respondents believe the image of Rancho Cordova has improved in the last two years, and the next largest group think it has remained the same. Reasons cited by those who believe the image has improved are the quality of the streets and infrastructure, lower crime rates/police, and the amenities being cleaned up and beautified. The few residents who thought the image has gotten worse, comprising less than 5% of the total sample, mostly cited crime/homelessness.
- The City received high ratings for its services. The majority of respondents rated City services as very good or good on all of the dimensions studied, and relatively few rated any service as poor or very poor. Highest ratings were for garbage/yard waste/recycling collection, providing police protection, and repairing and maintaining/landscaping streets. The City also rated high on attracting and retaining businesses and planning for the future.

The only area in which there were some negative ratings was with enforcing City requirements in neighborhoods. In the additional comments offered by respondents, those who wanted more enforcement indicated that there were too many cars parked everywhere (e.g., on lawns, on the street), and yards were not maintained. Those who were critical of the level of enforcement mainly indicated that enforcement action was too strict on leaving garbage cans out too long after pick-up and that there seemed to be too many regulations but cited nothing in particular.

- The majority of respondents were satisfied with the customer service they receive when contacting the City, and with the services the City provides. Some respondents, however, were not very or not at all satisfied with customer service when contacting the City regarding a problem or question. It is unknown whether this rating was due to the interaction between the resident and City representative or that the resident did not get the answer she/he desired.
- Most respondents felt safe when alone, in their neighborhoods, or in the other venues included in this study. Relative few respondents indicated they felt unsafe. The only caveat is that some additional comments made by respondents indicated they felt safer during the daylight hours and less safe at night.
- A large majority of respondents rated the Rancho Cordova Police Department positively on all dimensions studied. They rated the Police Department particularly high on its responsiveness to crime trends, community involvement, and being able to respond quickly when needed. Few respondents gave the Police Department a poor rating on any of the dimensions studied.

- Most respondents indicated they were satisfied that the City tries to be responsive to the well-being and concerns of its residents. This is consistent with the other perceptions of the City and the ratings respondents gave to various City services.
- The majority of respondents were satisfied with the City's efforts to keep them informed about the programs and services it makes available to residents. This indicates that the City's efforts are being noticed and well-received.
- Although the single largest group of respondents indicated that their main source of information regarding what is going on in Rancho Cordova comes from television/radio/newspaper, over 40% of the respondents turn to the City's printed material, digital newsletter, and/or its website for this information. This indicates that City sources of information are viewed as important and useful to residents.
- While nearly all of the results of this survey were positive, there are several areas in which further attention might be beneficial. These include improving resident satisfaction with code enforcement in neighborhoods, improving customer service when contacting the City, increasing safety (or perceptions of safety) in the evening hours, and increasing the use of City sources of information about its programs and services even though it is already used by substantial numbers of residents. None of these are major issues of concern, but there seems to be more room for improvement in these than in the other areas studied.

It does seem important, however, to increase communication within neighborhoods about key codes and why enforcement is needed. It is not unusual for homeowners to feel that they can do whatever they like on their private property, but explanations on why codes are necessary to protect health, property values, etc. might alleviate some of the dissatisfaction with enforcement.

Overall, the results of this survey indicate a high level of satisfaction among residents who live in Rancho Cordova and the services they receive from the City. The findings are consistent in showing that residents rate City services, the Police Department, and City information sources positively.

2018 RESIDENT SATISFACTION SURVEY FOR THE CITY OF RANCHO CORDOVA

INTRODUCTION

In May 2018, the City of Rancho Cordova, California (City) retained Dennis H. Tootelian, Ph.D. (Consultant) to assist it in conducting a survey of residents' views on various topics and their satisfaction with services offered by the City. Similar surveys have been conducted previously on a bi-annual basis. The results of these surveys are used by City officials to assess selected services and make adjustments as necessary to better serve residents of Rancho Cordova.

Goals of the Survey

The overall goal of the survey was to provide City officials with residents' views on how well City services are meeting residents' needs and areas where the City should improve. The specific objectives of the survey were to assess resident perceptions and satisfaction on a variety of topics, including:

- Overall perceptions of living in Rancho Cordova.
- Satisfaction with services offered by the City.
- Satisfaction with customer service when contacting the City.
- Public safety and the services provided by the Police Department.
- Satisfaction with the City's responsiveness to resident issues/concerns.
- Satisfaction with information provided by the City on its programs and services.
- Sources of information used to learn about City programs and services.

Background

In previous years, another firm(s) was retained to conduct this type of survey. This year, it was decided to review past methodologies and questionnaires and streamline the survey while maintaining some ability to compare the 2018 findings with those from the 2016 survey.

Accordingly, the process this year involved:

- Reviewing the 2016 questionnaire to identify questions the City considers critical for continuing comparative analyses and maintaining key metrics.

- Revising some of the questions to ensure the language and scaling is appropriate.
- Streamlining the questionnaire, so it is more user friendly to residents while still providing the City with meaningful information. Previous surveys contained as many as 76 questions and took more than 20 minutes per interview.
- Working with City officials to identify new questions to include in the survey which are relevant for 2018 and beyond.
- Designing one methodology to survey residents. In prior studies, both telephone and online surveys were conducted.

About the Consultant

Dr. Dennis H. Tootelian is the founder and principal of Dennis H. Tootelian, Ph.D., a marketing and management consulting firm in Rancho Cordova and Sacramento, California. Dr. Tootelian is an Emeritus Professor of Marketing and former Director of the Center for Small Business in the College of Business at California State University, Sacramento. He received his Ph.D. in Marketing from Arizona State University, with minor fields in Accounting and Management.

Dennis has published approximately one hundred articles dealing with all facets of business, and has co-authored six texts on marketing and small business management. His academic research has appeared as peer-reviewed articles (i.e., reviewed by academicians for quality of research methodology) in such journals as the Journal of Marketing, Journal of Retailing, Journal of Business Research, Journal of Food Products Marketing, Journal of Health Care Marketing, and Journal of Professional Services Marketing. Results of some of his applied research and writing have appeared in The Congressional Record, The Wall Street Journal, Forbes, The Kiplinger Report, USA Today, ABC National News website, and even The National Enquirer.

In addition to teaching at the undergraduate and graduate levels, Dennis has worked in a consulting capacity with Fortune 500 companies (e.g., McDonald's Corporation, Merck, Johnson & Johnson, Nestles U.S.A., McKesson Corporation), not-for-profit organizations (e.g., California Pharmacists Association, California Dental Association), and federal and State governmental agencies (e.g., Centers for Disease Control, California Environmental Protection Agency, California Department of Parks and Recreation, and California Department of Food and Agriculture). He also has served on the Board of Directors of several publicly traded and not-for-profit organizations.

Among the services Dennis offers are assistance in marketing research for external and internal constituencies, developing marketing plans, assisting in strategic business planning, conducting economic impact studies, and designing materials to be used in public relations programs.

METHODOLOGY

The methodology for this survey conformed to generally accepted research practices. Adjustments in the methodology needed to address normal time and cost constraints were not considered significant.

Population for the Study

The population for this study was defined to be residents of the City of Rancho Cordova who were at least 18 years of age. City of Rancho Cordova residents of the following zip codes were included in this population definition: 95670, 95742, and 95827.

Research Design

Given the nature of the study, it was determined that a telephone survey would be the most appropriate method of data collection. Telephone interviews are cost-effective and can be conducted in a reasonably short period of time. The speed with which telephone surveys are completed reduces the risk of extraneous events occurring during the data collection process which could adversely affect the quality of the information obtained. Additionally, this was one of the methods used in previous resident satisfaction surveys, so maintaining similar methodologies allowed for better comparisons to past findings.

Sample Plan and Sample Size

The sample size for the survey of residents was established on the basis of the nature of the questions and expectations regarding variability of responses. Accuracy levels for a survey are generally determined by the extent to which responses vary—the more they vary, the larger the sample size needs to be.

Based on this, and taking into consideration time and costs, the sample size for the survey was set at 350 completed interviews. This was considered adequate given the nature and objectives of the study to achieve normally acceptable accuracy levels at the 95% confidence level.

While the survey was being conducted, analyses were undertaken to measure variability in responses. Had responses varied more than expected, the sample size would have been enlarged to help ensure desired accuracy levels.

Questionnaire Design

The questionnaire for the survey was jointly developed by the City and the Consultant. It focused on the issues identified in the Introduction of this Report.

The questionnaire contained nineteen questions. However, several of the questions were multi-part in nature, which resulted in asking residents as many as thirty-five questions.

The City initially provided the Consultant with a copy of a prior questionnaire and a list of issues it would like addressed. The Consultant formulated the questionnaire in draft form based on those issues as well as ones he thought might be important. The City was then asked to decide which questions to retain and the Consultant prepared them with the appropriate wording and in the appropriate sequence. The City approved the questionnaire prior to the launch of the survey. A copy of the questionnaire is presented in Appendix A.

Caveats

The results of any research should be used with caution and at the reader's own discretion. Every study, no matter how well constructed, contains the possibility of some degree of error. Accordingly, the reader assumes sole responsibility for the use of this information.

FINDINGS OF THE STUDY

The findings of this study are presented in eight sections:

- Respondent Characteristics
- Perceptions of Living in Rancho Cordova
- Ratings of the City on Service Attributes
- Perceptions of Safety and Ratings of the Rancho Cordova Police Department
- Ratings of the City on Responsiveness and Information Dissemination
- Main Sources of Information Regarding City Activities
- Significant Cross-Tabulations
- Comparisons to the 2016 Survey

Tabled data is presented immediately following the Summary and Conclusion section of this Report.

Statistical tests were conducted to measure the error level of the sample based on categorized data. The sample of 350 was found to be statistically sound at a 95% confidence level.

Respondent Characteristics

Respondent demographic and geographic characteristics are presented in Tables One and Two respectively.

As presented in Table One, females comprised 56.0% of the respondents, and the single largest group of respondents (38.0%) was 65 years of age or older. With respect to respondent age, there were about equal representations of those under 40 (30.0%), 40 to 64 (32.0%), and 65 and older.

The largest group of respondents (33.1%) had 2017 household incomes between \$51,000 and \$75,000, and the next largest group (24.8%) had incomes of \$76,000 to \$100,000. Accordingly, 57.9% of the respondents had household incomes between \$51,000 and \$100,000. Approximately 13.1% of the respondents had incomes below \$51,000, and 28.9% had incomes in excess of \$100,000.

Most respondents (59.9%) were Caucasian, and the next largest groups were Asian-American (13.6%) and Latino/Hispanic (13.0%). These three groups comprised 86.5% of the sample. African-Americans comprised 8.8% of those surveyed, and all other ethnic groups combined accounted for 4.8% of the sample.

As shown in Table Two, the largest group of respondents (45.7%) has lived in the City for more than 20 years. The other groups of respondents were about evenly distributed, with 18.6% having lived in the City for 5 years or less, 16.3% for 6 to 10 years, and 19.4% for 11 to 20 years.

The majority of respondents live in zip code 95670, which comprises the bulk of the City's population. Both 95827 (15.1%) and 95742 (11.7%) were reasonably represented in the sample as well.

Most respondents (83.4%) indicated they owned their homes. The remaining 16.6% of the sample rent homes or apartments.

Perceptions of Living in Rancho Cordova

Respondents were asked whether they thought someone could have a good quality of life when living in the City, whether they would recommend living in Rancho Cordova to a friend, and whether they thought the image of the City has become better or worse and why they felt that way. Their responses are presented in Table Three.

Nearly half of the respondents (48.0%) strongly agreed with the statement that "You can have a good quality of life living in Rancho Cordova," and the next largest group (33.7%) agreed with the statement. Therefore, 81.7% of the respondents believe a person could have a good quality of life when living in the City, while only 3.4% disagreed with this statement.

Consistent with the above finding, 70.6% of the respondents indicated they would recommend living in Rancho Cordova to a friend. While 22.9% said they were unsure, only 6.6% said they would not recommend living in the City to a friend.

The majority of respondents (54.0%) believe the image of Rancho Cordova has gotten better in the last two years. The next largest group (37.9%) think the image has remained the same, and only 8.0% believe it has gotten worse. Therefore, 91.9% of the respondents think the image of the City has either gotten better or remained unchanged. Given their perceptions cited above, this suggests that remaining the same may be more positive than negative.

When asked the main reason for their beliefs about the image of the City, those that thought it had gotten better primarily cited the quality of streets and infrastructure (48.1%), less crime/good police/less homelessness (20.9%), parks and amenities had improved and the City was cleaner (11.8%), attracting quality businesses to the City (8.6%), and community events (5.3%).

A relatively small number of respondents (8.0% or 28 of 350) thought the image had gotten worse in the last two years. Therefore, caution should be used in considering percentages since the base is so small. The main reason cited was more crime/homelessness (less than 5% of the total sample).

Some additional comments on this and other issues are presented in Table Seven. These are described later in this Report.

Ratings of the City on Service Attributes

Respondents were asked to rate the City on a variety of services, how satisfied they were with contacting the City regarding a question/problem, and overall how satisfied they were with the services the City provides. Their responses are presented in Table Four.

As shown below, the City was rated as very good or good on all six of the services studied. The most positive responses (i.e., very good, good) were for garbage/yard waste/recycling, providing police protection, repairing/resurfacing streets, maintaining streets/landscaping, planning for the City's future, and attracting/retaining businesses also were rated positively.

The least positive rating, but still with 58.2% of the respondents giving it a very good or good rating, was enforcing City requirements in neighborhoods. However, by its very nature it could be expected that enforcing City requirements would be rated less positively since this is an enforcement action while the other variables offer more obvious direct benefits. Nearly all of the negative ratings and comments came from homeowners. In the additional comments offered by respondents, those who wanted more code enforcement were concerned about cars being parked everywhere and yards not being maintained. Those who were critical of enforcement primarily felt that getting cited for leaving garbage cans out for too long after pick-up was unnecessary. And, a few believe there are too many regulations, but cited nothing in particular.

C) Garbage, yard waste, curbside recycling pick-up?		
Very Good & Good		90.8%
Poor & Very Poor		2.3%
F) Providing police protection in your neighborhood?		
Very Good & Good		79.1%
Poor & Very Poor		6.9%
B) Repairing and resurfacing City streets?		
Very Good & Good		78.5%
Poor & Very Poor		2.1%
A) Maintaining the streets, including cleanliness, lighting and landscaping?		
Very Good & Good		78.0%
Poor & Very Poor		7.4%
G) Planning for the future of the City?		
Very Good & Good		77.6%
Poor & Very Poor		6.9%
E) Attracting and retaining businesses within the City?		
Very Good & Good		77.4%
Poor & Very Poor		7.9%

D) Enforcing city requirements in your neighborhood

Very Good & Good	58.2%
Poor & Very Poor	19.7%

Respondents were asked if they had contacted the City to report a problem, get a problem resolved, ask a question, etc. Just over half of the respondents (50.6%) indicated they had contacted the City. The single largest group of respondents who had contacted the City (40.1%) were very satisfied with the customer service they received, and another 32.2% were satisfied. Accordingly, 72.3% of the respondents who contacted the City were satisfied. However, another 22.6% were either somewhat or very dissatisfied with the customer service they received.

Overall, the single largest group of respondents (58.0%) were somewhat satisfied with the services provided by the City and an additional 18.0% were very satisfied. Therefore, 76.0% of the respondents were very or somewhat satisfied, compared to 4.0% who were somewhat or very dissatisfied. The remaining 20.0% were neither satisfied nor dissatisfied.

Perceptions of Safety and Ratings of the Rancho Cordova Police Department

Respondents were asked how safe they feel when they are in particular situations and venues, and how they rate the Rancho Cordova Police Department on selected dimensions. Their responses are presented in Table Five.

As shown below, respondents generally felt safe in all of the situations studied. They felt the most safe when they were alone (96.9%), attending meetings/events at local schools (87.7%), and in their neighborhoods (87.4%). To a slightly lesser extent, they felt safe when shopping in the City (83.5%) and in local parks (79.9%). As indicated later in this Report (see Comments from Respondents and Table Seven), some respondents qualified their answers to these questions by saying that they felt less safe after dark.

A) When you are alone?

Very Safe or Somewhat Safe	96.9%
Somewhat Unsafe or Very Unsafe	2.0%

B) When you are in your neighborhood?

Very Safe or Somewhat Safe	87.4%
Somewhat Unsafe or Very Unsafe	6.3%

E) When you are at your local schools for meetings and events?

Very Safe or Somewhat Safe	87.7%
Somewhat Unsafe or Very Unsafe	2.3%

C) When you are shopping within Rancho Cordova?

Very Safe or Somewhat Safe	83.5%
Somewhat Unsafe or Very Unsafe	5.8%

D) When you are at your local parks?

Very Safe or Somewhat Safe	79.9%
Somewhat Unsafe or Very Unsafe	6.9%

Respondents were asked to rate the Rancho Cordova Police Department on a variety of dimensions. It is important to note that sizable numbers of respondents, ranging from 25.4% to 43.1% of the sample, did not answer these questions because they indicated they have not had contact with the Police Department and therefore could not comment on the dimensions.

As shown below, the Police Department was rated very good or good by a large majority of the respondents on each dimension studied. This was especially the case for responsiveness to crime trends, community involvement, and being able to respond quickly when needed. To only a slightly lesser extent did they rate the Police Department as positively on helping citizens and treating people fairly.

Perhaps what is most important is that very few respondents gave the Police Department poor or very poor ratings on any dimension included in this study.

E) Responsive to crime trends in the City?

Very Good & Good	83.9%
Poor & Very Poor	6.5%

A) Community involvement?

Very Good & Good	82.6%
Poor & Very Poor	2.3%

D) Being able to respond quickly when needed?

Very Good & Good	82.4%
Poor & Very Poor	6.6%

B) Helping citizens?

Very Good & Good	73.7%
Poor & Very Poor	7.2%

C) Treating people fairly?

Very Good & Good	70.6%
Poor & Very Poor	8.9%

Ratings of the City on Responsiveness and Information Dissemination

Respondents were asked how satisfied they were with the City's efforts to be responsive to resident well-being and concerns, how they would rate the City on the information it provides residents about its programs and services, and what was their main source of information about what the City is doing in the community. Their responses are shown in Table Six.

The single largest group of respondents (55.7%) indicated they are somewhat satisfied that the City tries to be responsive to the well-being and concerns of its residents, and another 19.4% are very satisfied. Therefore, 75.1% of the respondents are very or somewhat satisfied, compared to only 3.2% who are somewhat or very dissatisfied. The remaining 21.7% are neither satisfied nor dissatisfied.

The majority of respondents (50.7%) rated the City as good in providing information about the programs and services it makes available to its residents, and another 20.9% rated the City's efforts as very good. Accordingly, 71.6% of the respondents rated the City as very good or good on providing this information, compared to only 2.0% who rated the City's efforts as poor or very poor. The remaining 26.4% rated the City's efforts as fair.

The single largest group of respondents (27.1%) indicated the main source of information about what the City is doing in the community is television/radio/newspaper. The next largest group (20.3%) gets its information from the City's printed material (e.g., mailers, brochures), 13.1% receive it from the City's digital newsletter (e.g., Fresh News, Fresh Events), and 8.9% obtain it from the City's website. Therefore, 42.3% of the respondents indicated that their main source of information about what the City is doing comes from City-provided sources. Word of mouth from friends and others is the main source of information for 18.3% of the respondents.

Comments from Respondents

During the course of the interviews, some respondents provided additional comments. Presented in Table Seven are summarized comments from respondents—*they are not verbatim*.

On the positive side, the most common comments were that the City is making a positive effort to clean up and beautify various parts of Rancho Cordova. These actions by the City definitely have been recognized by respondents. Respondents also commented positively on the number of businesses available in the City and the reduction in crime/homelessness.

On the negative side, the main comments centered on crime and especially the homeless population—although there were about an equal number of positive comments regarding the perceived reduction in homeless individuals. Some negative comments also focused on the number of cars parked in neighborhoods.

Significant Cross-Tabulations

Questions 2, 3, 4, 7, 8, 9, 10, 11, 12, and 13 were cross-tabulated with each of the respondent demographics (i.e., Questions 18, 15, 16, 17, 1, and 14).

Chi-Square tests were performed to measure if observed numbers (i.e., actual responses) were greater or less than what would normally be expected by chance. Chi-Square tests are commonly used to compare the actual distribution of responses to a question with what would normally be expected to occur by chance. If a sufficiently larger or smaller number of actual responses occur than would be expected by chance, it assumes there is some relationship between the variables

studied. A Chi-Square test is statistically significant at the 0.05 level, meaning that the differences between observed and expected is not likely to occur simply by chance.

Only those cross-tabulations that were found to show statistically significant differences at the 0.05 level are presented in Table Eight. The cells in each table in which the Consultant thought the differences were most meaningful are highlighted. Therefore, if the “observed” (i.e., actual responses) number is greater than the “expected” number, it means that: “More respondents than normally expected by chance think....” Conversely, if the “observed” number is less than the “expected” number, it means that: “Fewer respondents than normally expected by chance think...”

Caution should be used, however, in drawing conclusions from the cross-tabulations presented in Table Eight. Generally, the Chi-Square test requires that there are at least 5 responses in each cell to help ensure the accuracy of the test results. In the results reported here, some cells do not have the required minimum observed number. Therefore, it is best to review the cross-tabulations as possible relationships rather than draw conclusions that relationships absolutely exist.

Comparisons to the 2016 Survey

To the extent possible, comparisons were made between the results of this survey and the survey conducted in 2016. However, some of the questions and response categories were worded differently, and some questions from the 2016 survey (see Appendix B) were merged together to make comparisons to the 2018 results.

In addition, non-responses in 2016 were counted in the computations whereas they were not in 2018. In order to make comparisons possible, the percentages in the 2016 results were re-computed so that the number of responses to a question totaled 100%.

All of this makes direct comparisons somewhat difficult. Therefore, ***caution needs to be used in evaluating the differences between the two years.***

Presented in Table Nine are the Consultant’s effort to try to make select comparisons as close as possible. In the column for 2016 results, at the top of each question is the citation for which question is being compared to 2018 results.

Presented below in *italics* are brief summaries of the Consultant’s impressions of the similarities and differences in finding between 2018 and 2016.

1. For how many years have you lived in the City of Rancho Cordova?

Data not comparable.

2. To what extent do you agree or disagree with the statement: “You can have a good quality of life living in Rancho Cordova?”

In 2018, more respondents strongly agreed with the statement, and fewer disagreed or strongly disagreed.

3. Would you recommend living in Rancho Cordova to a friend?

Question not included in 2016 survey.

4. Do you think the image of the City of Rancho Cordova has gotten better, remained the same, or gotten worse over the last two years?

In 2018, more respondents indicated the image has gotten better and fewer indicated the image has gotten worse.

5. What is the one main reason you feel the image of the City has gotten better/worse?

Data not comparable.

6. How would you rate the City of Rancho Cordova on each of the following:

- A) Maintaining the streets, including cleanliness, lighting and landscaping?

In 2018, more respondents rated this as very good, and fewer rated it as fair or poor.

- B) Repairing and resurfacing City streets?

In 2018, more respondents rated this as very good, and fewer rated it as fair or poor.

- C) Garbage, yard waste, curbside recycling pick-up?

In 2018, more respondents rated this as good, and fewer rated it as fair or poor.

- D) Enforcing city requirements in your neighborhood?

In 2018, more respondents rated this as very good and fewer rated it as poor.

- E) Attracting and retaining businesses within the City?

In 2018, more respondents rated this as very good and good, and fewer rated it as fair or poor.

- F) Providing police protection in your neighborhood?

In 2018, more respondents rated this as very good and good, and fewer rated it as fair or poor.

G) Planning for the future of the City?

In 2018, more respondents rated this as very good and good, and fewer rated it as fair or poor.

7. If you have contacted the City to obtain information, report a problem, get a problem resolved, or for some other reason, how satisfied were you with the customer service you received?

In 2018, fewer respondents were very satisfied, more were satisfied, and more were somewhat and very dissatisfied.

8. Overall, how satisfied are you with the city services provided by the City of Rancho Cordova?

In 2018, fewer respondents were very satisfied, more were satisfied, and fewer were dissatisfied.

9. How safe do you feel on each of the following:

A) When you are alone?

In 2018, substantially more respondents felt very safe, and fewer felt unsafe.

B) When you are in your neighborhood?

In 2018, more respondents felt very safe and fewer felt unsafe.

C) When you are shopping within Rancho Cordova?

In 2018, more respondents felt very safe and safe, and fewer felt unsafe.

D) When you are at your local parks?

In 2018, more respondents felt somewhat safe and fewer felt unsafe.

E) When you are at your local schools for meetings and events?

Question not included in 2016 survey.

10. How would you rate the Rancho Cordova Police Department on each of the following? In 2018, the ratings were: very good, good, fair, poor, and very poor. In 2016, positive statements were made and respondents were asked whether they strongly apply, somewhat apply, or does not apply.

A) Community involvement?

In 2018, more respondents rated this very good and good than strongly apply, and fewer rated this as poor or very poor than does not apply.

B) Helping citizens?

In 2018, more respondents rated this very good and good than strongly apply.

C) Treating people fairly?

In 2018, more respondents rated this very good and good than strongly apply, and fewer rated this as poor or very poor than does not apply.

D) Being able to respond quickly when needed?

In 2018, more respondents rated this very good and good than strongly apply.

E) Responsive to crime trends in the City?

In 2018, more respondents rated this very good and good than strongly apply, and fewer rated this as poor or very poor than does not apply.

11. Overall, how satisfied are you that the City of Rancho Cordova tries to be responsive to the well-being and concerns of its residents?

In 2018, fewer respondents were very satisfied, more were satisfied, and fewer were dissatisfied.

12. How would you rate the City of Rancho Cordova on providing you with information about the programs and services it makes available to residents?

In 2018, more respondents rated this as very good and good, and fewer rated it as poor or very poor.

13. Which one of the following is your main source of information about what the City of Rancho Cordova is doing in the community?

In 2018, slightly fewer respondents used television/radio/newspaper, more used the City's printed material and digital newsletter, and fewer relied on word of mouth.

SUMMARY AND CONCLUSIONS

Based on the findings of this study, and subject to the Caveats expressed in the Methodology, the following conclusions appear warranted for the 2018 Resident Survey. They are provided in bullet format for emphasis:

- The great majority of residents believe you can have a good quality of life when living in Rancho Cordova, and very few do not believe this to be the case. Furthermore, more than two-thirds of residents would recommend living in the City to a friend. Additional comments provided by respondents recognized the City's efforts to clean up neighborhoods, beautify the infrastructure, etc.
- Most respondents believe the image of Rancho Cordova has improved in the last two years, and the next largest group think it has remained the same. Reasons cited by those who believe the image has improved are the quality of the streets and infrastructure, lower crime rates/police, and the amenities being cleaned up and beautified. The few residents who thought the image has gotten worse, comprising less than 5% of the total sample, mostly cited crime/homelessness.
- The City received high ratings for its services. The majority of respondents rated City services as very good or good on all of the dimensions studied, and relatively few rated any service as poor or very poor. Highest ratings were for garbage/yard waste/recycling collection, providing police protection, and repairing and maintaining/landscaping streets. The City also was rating high on attracting and retaining businesses and planning for the future.

The only area in which there were some negative ratings was with enforcing City requirements in neighborhoods. In the additional comments offered by respondents, those who wanted more enforcement indicated that there were too many cars parked everywhere (e.g., on lawns, on the street), and yards were not maintained. Those who were critical of the level of enforcement mainly indicated that enforcement action was too strict on leaving garbage cans out too long after pick-up and that there seemed to be too many regulations but cited nothing in particular.

- The majority of respondents were satisfied with the customer service they receive when contacting the City, and with the services the City provides. Some respondents, however, were not very or not at all satisfied with customer service when contacting the City regarding a problem or question. It is unknown whether this rating was due to the interaction between the resident and City representative or that the resident did not get the answer she/he desired.
- Most respondents felt safe when alone, in their neighborhoods, or in the other venues included in this study. Relative few respondents indicated they felt unsafe. The only caveat is that some additional comments made by respondents indicated they felt safer during the daylight hours and less safe at night.

- A large majority of respondents rated the Rancho Cordova Police Department positively on all dimensions studied. They rated the Police Department particularly high on its responsiveness to crime trends, community involvement, and being able to respond quickly when needed. Few respondents gave the Police Department a poor rating on any of the dimensions studied.
- Most respondents indicated they were satisfied that the City tries to be responsive to the well-being and concerns of its residents. This is consistent with the other perceptions of the City and the ratings respondents gave to various City services.
- The majority of respondents were satisfied with the City's efforts to keep them informed about the programs and services it makes available to residents. This indicates that the City's efforts are being noticed and well-received.
- Although the single largest group of respondents indicated that their main source of information regarding what is going on in Rancho Cordova comes from television/radio/newspaper, over 40% of the respondents turn to the City's printed material, digital newsletter, and/or its website for this information. This indicates that City sources of information are viewed as important and useful to residents.
- While nearly all of the results of this survey were positive, there are several areas in which further attention might be beneficial. These include improving resident satisfaction with code enforcement in neighborhoods, improving customer service when contacting the City, increasing safety (or perceptions of safety) in the evening hours, and increasing the use of City sources of information about its programs and services even though it is already used by substantial numbers of residents. None of these are major issues of concern, but there seems to be more room for improvement in these than in the other areas studied.

It does seem important, however, to increase communication within neighborhoods about key codes and why enforcement is needed. It is not unusual for homeowners to feel that they can do whatever they like on their private property, but explanations on why codes are necessary to protect health, property values, etc. might alleviate some of the dissatisfaction with enforcement.

Overall, the results of this survey indicate a high level of satisfaction with the living in Rancho Cordova and the services they receive from the City. The findings are consistent in showing that residents rate City services, the Police Department, and City information sources positively.

TABLE ONE: RESPONDENT DEMOGRAPHIC CHARACTERISTICS

	Number	Percent
18. Respondent's gender.		
Female	196	56.0%
Male	154	44.0%
Total	350	100.0%
15. What is your age?		
Under 24	44	12.6%
25 to 39	61	17.4%
40 to 54	39	11.1%
55 to 64	73	20.9%
65 or older	133	38.0%
Total	350	100.0%
16. What was your total household income before taxes in 2017?		
\$30,000 or less	2	0.6%
\$31,000 to \$50,000	39	12.5%
\$51,000 to \$75,000	103	33.1%
\$76,000 to \$100,000	77	24.8%
\$101,000 to \$150,000	52	16.7%
More than \$150,000	38	12.2%
Total	311	100.0%
17. What ethnic group do you consider yourself a part of?		
African-American/Black	30	8.8%
Asian-American	46	13.6%
Caucasian/White	203	59.9%
Latino/Hispanic	44	13.0%
Native American	9	2.7%
Pacific Islander	2	0.6%
Two or more races	1	0.3%
Other	3	0.9%
Not sure	1	0.3%
Total	339	100.0%

TABLE TWO: RESPONDENT RESIDENT CHARACTERISTICS

	Number	Percent
1. Number of years lived in the City of Rancho Cordova?		
Less than 2 years	22	6.3%
2 to 5 years	43	12.3%
6 to 10 years	57	16.3%
11 to 20 years	68	19.4%
More than 20 years	160	45.7%
Total	350	100.0%
19. Respondent's zip code.		
95670	256	73.1%
95742	41	11.7%
95827	53	15.1%
Total	350	100.0%
14. Do you own or rent your home?		
Own	292	83.4%
Rent	58	16.6%
Total	350	100.0%

**TABLE THREE: PERCEPTIONS OF LIVING IN
RANCHO CORDOVA**

	Number	Percent
2. To what extent agree or disagree with the statement: “You can have a good quality of life living in Rancho Cordova?”		
Strongly agree	168	48.0%
Agree	118	33.7%
Neither agree nor disagree	52	14.9%
Disagree	11	3.1%
Strongly disagree	1	0.3%
Total	350	100.0%
3. Would you recommend living in Rancho Cordova to a friend?		
Yes	247	70.6%
No	23	6.6%
Uncertain	80	22.9%
Total	350	100.0%
4. Do you think the image of the City of Rancho Cordova has gotten better, remained the same, or gotten worse over the last two years?		
Gotten better	188	54.0%
Remained the same	132	37.9%
Gotten worse	28	8.0%
Total	348	100.0%
5. What is the main reason you feel the image of the City has gotten <u>better</u>?		
Lower crime rate/police/homeless	39	20.9%
Convenient to rest of Sacramento Region	0	0.0%
Businesses that have come	16	8.6%
Reasonable cost of housing	2	1.1%
Diversity of the population	0	0.0%
Quality of the schools	0	0.0%
Quality of streets and infrastructure (bike paths, bridges, medians, etc.)	90	48.1%
Traffic congestion	0	0.0%
Community events	10	5.3%
City’s growth rate	3	1.6%
Parks and other amenities have improved/places are cleaner	22	11.8%
Other	5	2.7%
Total	187	100.0%

Number	Percent
--------	---------

5. What is the main reason you feel the image of the City has gotten worse?

Higher crime rate/police/homeless	17	60.7%
Inconvenient to rest of Sacramento Region	0	0.0%
Businesses that have come/left	0	0.0%
Unreasonable cost of housing	0	0.0%
Diversity of the population	0	0.0%
Quality of the schools	1	3.6%
Quality of streets and infrastructure (bike paths, bridges, medians, etc.)	3	10.7%
Traffic congestion	3	10.7%
Community events	0	0.0%
City's growth rate	0	0.0%
Parks and other amenities have gotten worse/places are dirtier	1	3.6%
Other	3	10.7%
Total	28	100.0%

TABLE FOUR: RATINGS OF THE CITY ON SERVICE ATTRIBUTES

	Number	Percent
6. How do you rate the City of Rancho Cordova on each of the following:		
A) Maintaining the streets, including cleanliness, lighting and landscaping?		
Very Good	105	30.0%
Good	168	48.0%
Fair	51	14.6%
Poor	21	6.0%
Very Poor	5	1.4%
Total	350	100.0%
B) Repairing and resurfacing City streets?		
Very Good	102	30.9%
Good	157	47.6%
Fair	64	19.4%
Poor	2	0.6%
Very Poor	5	1.5%
Total	330	100.0%
C) Garbage, yard waste, curbside recycling pick-up?		
Very Good	129	37.1%
Good	187	53.7%
Fair	24	6.9%
Poor	5	1.4%
Very Poor	3	0.9%
Total	348	100.0%
D) Enforcing city requirements in your neighborhood		
Very Good	58	17.8%
Good	131	40.3%
Fair	72	22.2%
Poor	60	18.5%
Very Poor	4	1.2%
Total	325	100.0%

Number	Percent
--------	---------

E) Attracting and retaining businesses within the City?

Very Good	65	25.8%
Good	130	51.6%
Fair	37	14.7%
Poor	20	7.9%
Very Poor	0	0.0%
Total	252	100.0%

F) Providing police protection in your neighborhood?

Very Good	91	28.3%
Good	163	50.8%
Fair	45	14.0%
Poor	19	5.9%
Very Poor	3	0.9%
Total	321	100.0%

G) Planning for the future of the City?

Very Good	59	25.4%
Good	121	52.2%
Fair	36	15.5%
Poor	16	6.9%
Very Poor	0	0.0%
Total	232	100.0%

7. If you have contacted the City to obtain information, report a problem, get a problem resolved, or for some other reason, how satisfied were you with the customer service you received?

Very satisfied	71	40.1%
Somewhat satisfied	57	32.2%
Neither satisfied or dissatisfied	9	5.1%
Somewhat dissatisfied	22	12.4%
Very dissatisfied	18	10.2%
Have not contacted the City	173	49.4%
Total of those who have contacted the City	177	100.0%

8. Overall, how satisfied are you with the city services provided by the City of Rancho Cordova?

Very satisfied	63	18.0%
Somewhat satisfied	203	58.0%
Neither satisfied or dissatisfied	70	20.0%
Somewhat dissatisfied	13	3.7%
Very dissatisfied	1	0.3%
Total	350	100.0%

TABLE FIVE: PERCEPTIONS ON PERSONAL SAFETY AND RATINGS OF THE RANCHO CORDOVA POLICE DEPARTMENT

Number	Percent
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9. How safe do you feel on each of the following:

A) When you are alone?

Very Safe	291	83.1%
Somewhat Safe	48	13.7%
Neither Safe nor Unsafe	4	1.1%
Somewhat Unsafe	7	2.0%
Very Unsafe	0	0.0%
Total	350	100.0%

B) When you are in your neighborhood?

Very Safe	187	53.6%
Somewhat Safe	118	33.8%
Neither Safe nor Unsafe	22	6.3%
Somewhat Unsafe	22	6.3%
Very Unsafe	0	0.0%
Total	349	100.0%

C) When you are shopping within Rancho Cordova?

Very Safe	111	32.1%
Somewhat Safe	178	51.4%
Neither Safe nor Unsafe	37	10.7%
Somewhat Unsafe	19	5.5%
Very Unsafe	1	0.3%
Total	346	100.0%

D) When you are at your local parks?

Very Safe	88	34.0%
Somewhat Safe	119	45.9%
Neither Safe nor Unsafe	34	13.1%
Somewhat Unsafe	16	6.2%
Very Unsafe	2	0.8%
Total	259	100.0%

Number	Percent
--------	---------

E) When you are at your local schools for meetings and events?

Very Safe	74	43.3%
Somewhat Safe	76	44.4%
Neither Safe nor Unsafe	17	9.9%
Somewhat Unsafe	2	1.2%
Very Unsafe	2	1.2%
Total	171	100.0%

NOTE: MANY PEOPLE INDICATED THEY HAVE NO CONTACT WITH POLICE DEPARTMENT, SO COULD NOT RATE IT.

10. How would you rate the Rancho Cordova Police Department on each of the following:

A) Community involvement?

Very Good	68	25.8%
Good	150	56.8%
Fair	40	15.2%
Poor	6	2.3%
Very Poor	0	0.0%
Total	264	100.0%

B) Helping citizens?

Very Good	71	28.3%
Good	114	45.4%
Fair	48	19.1%
Poor	17	6.8%
Very Poor	1	0.4%
Total	251	100.0%

C) Treating people fairly?

Very Good	68	27.4%
Good	107	43.1%
Fair	51	20.6%
Poor	19	7.7%
Very Poor	3	1.2%
Total	248	100.0%

D) Being able to respond quickly when needed?

Very Good	85	33.2%
Good	126	49.2%
Fair	28	10.9%
Poor	14	5.5%
Very Poor	3	1.2%
Total	256	100.0%

Number	Percent
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E) Responsive to crime trends in the City?

Very Good	58	29.1%
Good	109	54.8%
Fair	19	9.5%
Poor	13	6.5%
Very Poor	0	0.0%
Total	199	100.0%

TABLE SIX: RATINGS OF THE CITY ON RESPONSIVENESS AND INFORMATION DISSEMINATION

Number	Percent
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11. Overall, how satisfied are you that the City of Rancho Cordova tries to be responsive to the well-being and concerns of its residents?

Very satisfied	68	19.4%
Somewhat satisfied	195	55.7%
Neither satisfied or dissatisfied	76	21.7%
Somewhat dissatisfied	10	2.9%
Very dissatisfied	1	0.3%
Total	350	100.0%

12. How would you rate the City of Rancho Cordova on providing you with information about the programs and services it makes available to residents?

Very Good	73	20.9%
Good	177	50.7%
Fair	92	26.4%
Poor	7	2.0%
Very Poor	0	0.0%
Total	349	100.0%

13. Which one of the following is your main source of information about what the City of Rancho Cordova is doing in the community?

Television/Radio/Newspaper	95	27.1%
City's website	31	8.9%
City printed material, such as a mailer or brochure	71	20.3%
City's digital newsletter, such as Fresh News or Fresh Events	46	13.1%
Social media, such as Facebook	42	12.0%
Word of mouth from friends or others	64	18.3%
Other (please specify)	1	0.3%
Total	350	100.0%

TABLE SEVEN: CONDENSED COMMENTS FROM RESPONDENTS

Please note that the comments shown below are condensed and summarized comments and not verbatim.

Positive Comments:

- Great shopping.
- They are beautifying streets and upgrading malls.
- Code enforcement is better.
- Most of the neighborhoods are trying to keep people taking care of yards and cars. It's working in our neighborhood. We keep an eye on renters. There are 5 in our neighborhood, and they are doing well.
- Business seems to be cleaning up. They're painting and remodeling. Updating signs. It's lovely.
- There are a lot of events. People are friendly and there are lots of new businesses.
- There are lots of art shows in R.C. They should advertise them more.
- Generally, looks cleaner
- The upkeep on Folsom Blvd. and Sunrise Blvd. is great. Looks good.
- They seem to be cleaning up older neighborhoods. Slowly, but it's good.
- Generally, R.C. cleaner and more updated—stores, roads, parks, etc.
- You see police out and about in community. Gives us a sense of safety.
- They really cleaned up R.C. High School. Now, it's beautiful.
- The landscaping on Folsom Blvd. is great.
- The City's outreach! Art shows, fireworks, etc. are good public relations.
- They clean the streets, plant flowers, trees. They just have cleaned everything up.
- They continue to beautify everywhere.
- They are upgrading the shopping areas, businesses are painting and cleaning up everything.
- Police presence is much better than before.
- Like having monthly meetings at City Hall.
- Cleaner and safer.
- Cleaner, more attractive, safer.
- Neighborhoods and houses are looking better.
- There are new stores and restaurants. It's a pleasure.

Negative Comments:

- Not safe after dark. Note: There were multiple responses like this.
- Cars everywhere, they park all over.
- There seems to be 2 Rancho Cordova's. My backyard backs up to Dave Roberts Park and our neighborhood has bad lighting, streets are in need of repair, etc. But, the new Zinfandel area is kept spotless. Don't we deserve better? They call Dave Roberts Park "Oak Park."
- They could come quicker, the crime is over by the time police show up.
- Some of the code enforcement seems silly. Like they enjoy bugging us for some small infraction.
- Try concentrating on real crimes and not garbage cans.
- They need to upgrade some of the shopping centers.
- I've seen police pull people over in a parking lot, and they call six more cars, a helicopter, and a SWAT team, and they end up giving the person a ticket. Waste of money.
- Code enforcement is ridiculously tough. You can't have a trailer in front of a house or even in a driveway.
- Homeless people.
- In my neighborhood, it's pretty dark.
- Concerned about safety after dark.
- Lots of renters. They rent to multiple families with lots of cars who park everywhere, including blocking driveways.
- Too many cars are parked illegally.
- Trucks leave a mess in neighborhoods.
- There's all too much speeding all over R.C.
- Lot of speeding in Stone Creek area.
- Speeding all over R.C.
- The City is treating the old part of town badly. They are trying to put a bikeway on the canal and the canal is dangerous.

TABLE NINE: SIGNIFICANT CROSS-TABULATIONS¹

Significant Cross Tabulations by Respondent Gender

Q18 X Q6E					
			18		Total
			1.0	2.0	
6E	1.0	Count	34	31	65
		Expected Count	36.4	28.6	65.0
	2.0	Count	81	49	130
		Expected Count	72.7	57.3	130.0
	3.0	Count	20	17	37
		Expected Count	20.7	16.3	37.0
	4.0	Count	6	14	20
		Expected Count	11.2	8.8	20.0
Total	Count	141	111	252	
	Expected Count	141.0	111.0	252.0	

Chi-Square: 8.001; d/f: 3; p: 0.046

18. Respondent's gender.

- 1) Female
- 2) Male

6E) How would you rate the City of Rancho Cordova on attracting and retaining businesses within the City?

- 1) Very good
- 2) Good
- 3) Fair
- 4) Poor
- 5) Very poor

¹ Because there were so few respondents with incomes of \$30,000 or less, that category was merged with \$31,000 to \$50,000 to create one category of \$50,000 or less for cross-tabulation purposes.

Q18 X Q9B

			18		Total
			1.0	2.0	
9B	1.0	Count	94	93	187
		Expected Count	104.5	82.5	187.0
	2.0	Count	76	42	118
		Expected Count	65.9	52.1	118.0
	3.0	Count	10	12	22
		Expected Count	12.3	9.7	22.0
	4.0	Count	15	7	22
		Expected Count	12.3	9.7	22.0
	Total	Count	195	154	349
		Expected Count	195.0	154.0	349.0

Chi-Square: 8.189; d/f: 3; p: 0.042

18. Respondent's gender.

- 1) Female
- 2) Male

9B) How safe do you feel when you are in your neighborhood?

- 1) Very safe
- 2) Somewhat safe
- 3) Neither safe or unsafe
- 4) Somewhat unsafe
- 5) Very unsafe

Q18 X Q9E

			18		Total
			1.0	2.0	
9E	1.0	Count	31	43	74
		Expected Count	42.0	32.0	74.0
	2.0	Count	53	23	76
		Expected Count	43.1	32.9	76.0
	3.0	Count	9	8	17
		Expected Count	9.6	7.4	17.0
	4.0	Count	2	0	2
		Expected Count	1.1	.9	2.0
	5.0	Count	2	0	2
		Expected Count	1.1	.9	2.0
	Total	Count	97	74	171
		Expected Count	97.0	74.0	171.0

Chi-Square: 15.025; d/f: 4; p: 0.005

18. Respondent's gender.

- 1) Female
- 2) Male

9E) How safe do you feel when you are at your local schools for meetings and events?

- 1) Very safe
- 2) Somewhat safe
- 3) Neither safe or unsafe
- 4) Somewhat unsafe
- 5) Very unsafe

Q18 X Q 12

			18		Total
			1.0	2.0	
12	1.0	Count	40	33	73
		Expected Count	40.8	32.2	73.0
	2.0	Count	111	66	177
		Expected Count	98.9	78.1	177.0
	3.0	Count	41	51	92
		Expected Count	51.4	40.6	92.0
	4.0	Count	3	4	7
		Expected Count	3.9	3.1	7.0
	Total	Count	195	154	349
		Expected Count	195.0	154.0	349.0

Chi-Square: 8.644; d/f: 3; p: 0.034

18. Respondent's gender.

- 1) Female
- 2) Male

12. How would you rate the City of Rancho Cordova on providing you with information about the programs and services it makes available to residents?

- 1) Very Good
- 2) Good
- 3) Fair
- 4) Poor
- 5) Very Poor

Q18 X Q13

			18		Total
			1.0	2.0	
13	1.0	Count	43	52	95
		Expected Count	53.2	41.8	95.0
	2.0	Count	18	13	31
		Expected Count	17.4	13.6	31.0
	3.0	Count	49	22	71
		Expected Count	39.8	31.2	71.0
	4.0	Count	27	19	46
		Expected Count	25.8	20.2	46.0
	5.0	Count	27	15	42
		Expected Count	23.5	18.5	42.0
	6.0	Count	32	32	64
		Expected Count	35.8	28.2	64.0
	7.0	Count	0	1	1
		Expected Count	.6	.4	1.0
Total		Count	196	154	350
		Expected Count	196.0	154.0	350.0

Chi-Square: 12.892; d/f: 6; p: 0.045

18. Respondent's gender.

- 1) Female
- 2) Male

13. Which one of the following is your main source of information about what the City of Rancho Cordova is doing in the community?

- 1) Television/Radio/Newspaper
- 2) City's website
- 3) City printed material, such as a mailer or brochure
- 4) City's digital newsletter, such as Fresh News or Fresh Events
- 5) Social media, such as Facebook
- 6) Word of mouth from friends or others
- 7) Other (please specify)

Significant Cross Tabulations by Respondent Age

			Q15 X Q2					
			15					
			1.0	2.0	3.0	4.0	5.0	Total
2	1.0	Count	15	16	16	37	84	168
		Expected Count	21.1	29.3	18.7	35.0	63.8	168.0
	2.0	Count	18	26	21	22	31	118
		Expected Count	14.8	20.6	13.1	24.6	44.8	118.0
	3.0	Count	10	14	2	11	15	52
		Expected Count	6.5	9.1	5.8	10.8	19.8	52.0
	4.0	Count	0	5	0	3	3	11
		Expected Count	1.4	1.9	1.2	2.3	4.2	11.0
	5.0	Count	1	0	0	0	0	1
		Expected Count	.1	.2	.1	.2	.4	1.0
	Total	Count	44	61	39	73	133	350
		Expected Count	44.0	61.0	39.0	73.0	133.0	350.0

Q15 X Q6A

			15					Total
			1.0	2.0	3.0	4.0	5.0	
6A	1.0	Count	5	23	11	18	48	105
		Expected Count	13.2	18.3	11.7	21.9	39.9	105.0
	2.0	Count	26	26	21	38	57	168
		Expected Count	21.1	29.3	18.7	35.0	63.8	168.0
	3.0	Count	11	12	5	8	15	51
		Expected Count	6.4	8.9	5.7	10.6	19.4	51.0
	4.0	Count	2	0	1	8	10	21
		Expected Count	2.6	3.7	2.3	4.4	8.0	21.0
	5.0	Count	0	0	1	1	3	5
		Expected Count	.6	.9	.6	1.0	1.9	5.0
	Total	Count	44	61	39	73	133	350
		Expected Count	44.0	61.0	39.0	73.0	133.0	350.0

Chi-Square: 28.113; d/f: 16; p: 0.031

15. What is your age?

- 1) Under 24
- 2) 25 to 39
- 3) 40 to 54
- 4) 55 to 64
- 5) 65 or older

6A) How would you rate the City of Rancho Cordova on maintaining the streets, including cleanliness, lighting and landscaping?

- 1) Very good
- 2) Good
- 3) Fair
- 4) Poor
- 5) Very poor

			Q15 X Q6B					
			15					
			1.0	2.0	3.0	4.0	5.0	Total
6B	1.0	Count	6	22	8	18	48	102
		Expected Count	12.8	17.8	11.4	21.3	38.8	102.0
	2.0	Count	24	21	21	38	53	157
		Expected Count	19.7	27.4	17.5	32.7	59.7	157.0
	3.0	Count	9	18	7	10	20	64
		Expected Count	8.0	11.2	7.1	13.3	24.3	64.0
	4.0	Count	5	0	2	6	9	22
		Expected Count	2.8	3.8	2.5	4.6	8.4	22.0
	5.0	Count	0	0	1	1	3	5
		Expected Count	.6	.9	.6	1.0	1.9	5.0
	Total	Count	44	61	39	73	133	350
		Expected Count	44.0	61.0	39.0	73.0	133.0	350.0

Chi-Square: 27.647; d/f: 16; p: 0.035

15. What is your age?

- 1) Under 24
- 2) 25 to 39
- 3) 40 to 54
- 4) 55 to 64
- 5) 65 or older

6B) How would you rate the City of Rancho Cordova on repairing and resurfacing City streets?

- 1) Very good
- 2) Good
- 3) Fair
- 4) Poor
- 5) Very poor

Q15 X Q6C

			15					Total
			1.0	2.0	3.0	4.0	5.0	
6C	1.0	Count	11	19	11	22	66	129
		Expected Count	16.3	22.6	14.5	26.7	48.9	129.0
	2.0	Count	29	35	26	43	54	187
		Expected Count	23.6	32.8	21.0	38.7	70.9	187.0
	3.0	Count	3	7	2	6	6	24
		Expected Count	3.0	4.2	2.7	5.0	9.1	24.0
	4.0	Count	0	0	0	0	5	5
		Expected Count	.6	.9	.6	1.0	1.9	5.0
	5.0	Count	1	0	0	1	1	3
		Expected Count	.4	.5	.3	.6	1.1	3.0
	Total	Count	44	61	39	72	132	348
		Expected Count	44.0	61.0	39.0	72.0	132.0	348.0

Chi-Square: 30.623; d/f: 16; p: 0.015

15. What is your age?

- 1) Under 24
- 2) 25 to 39
- 3) 40 to 54
- 4) 55 to 64
- 5) 65 or older

6C) How would you rate the City of Rancho Cordova on garbage, yard waste, curbside recycling pick-up?

- 1) Very good
- 2) Good
- 3) Fair
- 4) Poor
- 5) Very poor

			Q15 X Q6F					
			15					
			1.0	2.0	3.0	4.0	5.0	Total
6F	1.0	Count	10	9	10	17	45	91
		Expected Count	11.3	16.7	10.2	18.7	34.0	91.0
	2.0	Count	21	31	20	31	60	163
		Expected Count	20.3	30.0	18.3	33.5	60.9	163.0
	3.0	Count	8	16	2	12	7	45
		Expected Count	5.6	8.3	5.0	9.3	16.8	45.0
	4.0	Count	1	3	3	5	7	19
		Expected Count	2.4	3.5	2.1	3.9	7.1	19.0
	5.0	Count	0	0	1	1	1	3
		Expected Count	.4	.6	.3	.6	1.1	3.0
Total	Count	40	59	36	66	120	321	
	Expected Count	40.0	59.0	36.0	66.0	120.0	321.0	

Q15 X Q8								
			15					Total
			1.0	2.0	3.0	4.0	5.0	
8	1.0	Count	4	9	9	9	32	63
		Expected Count	7.9	11.0	7.0	13.1	23.9	63.0
	2.0	Count	29	29	26	50	69	203
		Expected Count	25.5	35.4	22.6	42.3	77.1	203.0
	3.0	Count	8	22	3	9	28	70
		Expected Count	8.8	12.2	7.8	14.6	26.6	70.0
	4.0	Count	2	1	1	5	4	13
		Expected Count	1.6	2.3	1.4	2.7	4.9	13.0
	5.0	Count	1	0	0	0	0	1
		Expected Count	.1	.2	.1	.2	.4	1.0
Total		Count	44	61	39	73	133	350
		Expected Count	44.0	61.0	39.0	73.0	133.0	350.0

Q15 X Q9C								
			15					Total
			1.0	2.0	3.0	4.0	5.0	
9C	1.0	Count	14	20	13	29	35	111
		Expected Count	14.1	19.6	12.2	23.4	41.7	111.0
	2.0	Count	22	31	14	36	75	178
		Expected Count	22.6	31.4	19.5	37.6	66.9	178.0
	3.0	Count	6	8	10	1	12	37
		Expected Count	4.7	6.5	4.1	7.8	13.9	37.0
	4.0	Count	2	2	1	6	8	19
		Expected Count	2.4	3.3	2.1	4.0	7.1	19.0
	5.0	Count	0	0	0	1	0	1
		Expected Count	.1	.2	.1	.2	.4	1.0
Total		Count	44	61	38	73	130	346
		Expected Count	44.0	61.0	38.0	73.0	130.0	346.0

Q15 X Q10A

			15					Total
			1.0	2.0	3.0	4.0	5.0	
10A	1.0	Count	3	9	5	15	36	68
		Expected Count	7.2	13.9	7.7	13.9	25.2	68.0
	2.0	Count	20	32	22	29	47	150
		Expected Count	15.9	30.7	17.0	30.7	55.7	150.0
	3.0	Count	4	13	1	7	15	40
		Expected Count	4.2	8.2	4.5	8.2	14.8	40.0
	4.0	Count	1	0	2	3	0	6
		Expected Count	.6	1.2	.7	1.2	2.2	6.0
	Total	Count	28	54	30	54	98	264
		Expected Count	28.0	54.0	30.0	54.0	98.0	264.0

Chi-Square: 28.380; d/f: 12; p: 0.005

15. What is your age?

- 1) Under 24
- 2) 25 to 39
- 3) 40 to 54
- 4) 55 to 64
- 5) 65 or older

10A) How would you rate the Rancho Cordova Police Department on community involvement?

- 1) Very good
- 2) Good
- 3) Fair
- 4) Poor
- 5) Very poor

Q15 X Q10B

			15					Total
			1.0	2.0	3.0	4.0	5.0	
10B	1.0	Count	4	8	7	13	39	71
		Expected Count	7.4	15.3	7.6	14.4	26.3	71.0
	2.0	Count	14	25	11	25	39	114
		Expected Count	11.8	24.5	12.3	23.2	42.2	114.0
	3.0	Count	6	19	5	6	12	48
		Expected Count	5.0	10.3	5.2	9.8	17.8	48.0
	4.0	Count	2	2	4	6	3	17
		Expected Count	1.8	3.7	1.8	3.5	6.3	17.0
	5.0	Count	0	0	0	1	0	1
		Expected Count	.1	.2	.1	.2	.4	1.0
	Total	Count	26	54	27	51	93	251
		Expected Count	26.0	54.0	27.0	51.0	93.0	251.0

Chi-Square: 33.969; d/f: 16; p: 0.005

15. What is your age?

- 1) Under 24
- 2) 25 to 39
- 3) 40 to 54
- 4) 55 to 64
- 5) 65 or older

10B) How would you rate the Rancho Cordova Police Department on helping citizens?

- 1) Very good
- 2) Good
- 3) Fair
- 4) Poor
- 5) Very poor

			Q15 X Q10C					
			15					
			1.0	2.0	3.0	4.0	5.0	Total
10C	1.0	Count	4	7	6	13	38	68
		Expected Count	7.4	14.8	7.7	14.0	24.1	68.0
	2.0	Count	15	21	12	24	35	107
		Expected Count	11.6	23.3	12.1	22.0	38.0	107.0
	3.0	Count	6	22	6	6	11	51
		Expected Count	5.6	11.1	5.8	10.5	18.1	51.0
	4.0	Count	2	4	4	5	4	19
		Expected Count	2.1	4.1	2.1	3.9	6.7	19.0
	5.0	Count	0	0	0	3	0	3
		Expected Count	.3	.7	.3	.6	1.1	3.0
	Total	Count	27	54	28	51	88	248
		Expected Count	27.0	54.0	28.0	51.0	88.0	248.0

Chi-Square: 45.753; d/f: 16; p: 0.000

15. What is your age?

- 1) Under 24
- 2) 25 to 39
- 3) 40 to 54
- 4) 55 to 64
- 5) 65 or older

10C) How would you rate the Rancho Cordova Police Department on treating people fairly?

- 1) Very good
- 2) Good
- 3) Fair
- 4) Poor
- 5) Very poor

Q15 X Q13

			15					Total
			1.0	2.0	3.0	4.0	5.0	
13	1.0	Count	16	15	5	18	41	95
		Expected Count	11.9	16.6	10.6	19.8	36.1	95.0
	2.0	Count	5	7	6	7	6	31
		Expected Count	3.9	5.4	3.5	6.5	11.8	31.0
	3.0	Count	9	11	9	13	29	71
		Expected Count	8.9	12.4	7.9	14.8	27.0	71.0
	4.0	Count	1	7	9	9	20	46
		Expected Count	5.8	8.0	5.1	9.6	17.5	46.0
	5.0	Count	9	16	4	7	6	42
		Expected Count	5.3	7.3	4.7	8.8	16.0	42.0
	6.0	Count	4	5	5	19	31	64
		Expected Count	8.0	11.2	7.1	13.3	24.3	64.0
	7.0	Count	0	0	1	0	0	1
		Expected Count	.1	.2	.1	.2	.4	1.0
Total		Count	44	61	39	73	133	350
		Expected Count	44.0	61.0	39.0	73.0	133.0	350.0

Chi-Square: 56.783; d/f: 24; p: 0.000

15. What is your age?

- 1) Under 24
- 2) 25 to 39
- 3) 40 to 54
- 4) 55 to 64
- 5) 65 or older

13. Which one of the following is your main source of information about what the City of Rancho Cordova is doing in the community?

- 1) Television/Radio/Newspaper
- 2) City's website
- 3) City printed material, such as a mailer or brochure
- 4) City's digital newsletter, such as Fresh News or Fresh Events
- 5) Social media, such as Facebook
- 6) Word of mouth from friends or others
- 7) Other (please specify)

Significant Cross Tabulations by Respondent Income

			Q16 x Q4					Total
			16					
			2.0	3.0	4.0	5.0	6.0	
4	1.0	Count	17	53	46	37	23	176
		Expected Count	23.4	58.7	43.9	29.0	21.1	176.0
	2.0	Count	19	35	28	12	14	108
		Expected Count	14.3	36.0	26.9	17.8	12.9	108.0
	3.0	Count	5	15	3	2	0	25
		Expected Count	3.3	8.3	6.2	4.1	3.0	25.0
	Total	Count	41	103	77	51	37	309
		Expected Count	41.0	103.0	77.0	51.0	37.0	309.0

Chi-Square: 20.269; d/f: 8; p: 0.009

16. What was your total household income before taxes in 2017?

- 2) \$50,000 or less
- 3) \$51,000 to \$75,000
- 4) \$76,000 to \$100,000
- 5) \$101,000 to \$150,000
- 6) More than \$150,000

4. Do you think the image of the City of Rancho Cordova has gotten better, remained the same, or gotten worse over the last two years?

- 1) Gotten better
- 2) Remained the same
- 3) Gotten worse

Q16 X Q6A

			16					Total
			2.0	3.0	4.0	5.0	6.0	
6A	1.0	Count	5	24	28	22	18	97
		Expected Count	12.8	32.1	24.0	16.2	11.9	97.0
	2.0	Count	25	55	28	22	16	146
		Expected Count	19.2	48.4	36.1	24.4	17.8	146.0
	3.0	Count	10	15	14	3	2	44
		Expected Count	5.8	14.6	10.9	7.4	5.4	44.0
	4.0	Count	1	8	5	3	2	19
		Expected Count	2.5	6.3	4.7	3.2	2.3	19.0
	5.0	Count	0	1	2	2	0	5
		Expected Count	.7	1.7	1.2	.8	.6	5.0
	Total	Count	41	103	77	52	38	311
		Expected Count	41.0	103.0	77.0	52.0	38.0	311.0

Chi-Square: 31.305; d/f: 16; p: 0.012

16. What was your total household income before taxes in 2017?

- 2) \$50,000 or less
- 3) \$51,000 to \$75,000
- 4) \$76,000 to \$100,000
- 5) \$101,000 to \$150,000
- 6) More than \$150,000

6A) How would you rate the City of Rancho Cordova on maintaining the streets, including cleanliness, lighting and landscaping?

- 1) Very good
- 2) Good
- 3) Fair
- 4) Poor
- 5) Very poor

Q16 X Q9B

			16					Total
			2.0	3.0	4.0	5.0	6.0	
9B	1.0	Count	13	52	48	33	26	172
		Expected Count	22.2	57.1	42.7	28.9	21.1	172.0
	2.0	Count	19	30	27	15	9	100
		Expected Count	12.9	33.2	24.8	16.8	12.3	100.0
	3.0	Count	3	12	1	2	2	20
		Expected Count	2.6	6.6	5.0	3.4	2.5	20.0
	4.0	Count	5	9	1	2	1	18
		Expected Count	2.3	6.0	4.5	3.0	2.2	18.0
	Total	Count	40	103	77	52	38	310
		Expected Count	40.0	103.0	77.0	52.0	38.0	310.0

Chi-Square: 27.594; d/f: 12; p: 0.006

16. What was your total household income before taxes in 2017?

- 2) \$50,000 or less
- 3) \$51,000 to \$75,000
- 4) \$76,000 to \$100,000
- 5) \$101,000 to \$150,000
- 6) More than \$150,000

9B) How safe do you feel when you are in your neighborhood?

- 1) Very safe
- 2) Somewhat safe
- 3) Neither safe or unsafe
- 4) Somewhat unsafe
- 5) Very unsafe

Q16 X Q13

			16					Total
			2.0	3.0	4.0	5.0	6.0	
13	1.0	Count	20	24	22	13	2	81
		Expected Count	10.7	26.8	20.1	13.5	9.9	81.0
	2.0	Count	2	8	11	3	5	29
		Expected Count	3.8	9.6	7.2	4.8	3.5	29.0
	3.0	Count	8	30	13	10	5	66
		Expected Count	8.7	21.9	16.3	11.0	8.1	66.0
	4.0	Count	0	13	5	11	13	42
		Expected Count	5.5	13.9	10.4	7.0	5.1	42.0
	5.0	Count	4	8	8	9	8	37
		Expected Count	4.9	12.3	9.2	6.2	4.5	37.0
	6.0	Count	7	19	18	6	5	55
		Expected Count	7.3	18.2	13.6	9.2	6.7	55.0
	7.0	Count	0	1	0	0	0	1
		Expected Count	.1	.3	.2	.2	.1	1.0
Total		Count	41	103	77	52	38	311
		Expected Count	41.0	103.0	77.0	52.0	38.0	311.0

Chi-Square: 57.932; d/f: 24; p: 0.000

16. What was your total household income before taxes in 2017?

- 2) \$50,000 or less
- 3) \$51,000 to \$75,000
- 4) \$76,000 to \$100,000
- 5) \$101,000 to \$150,000
- 6) More than \$150,000

13. Which one of the following is your main source of information about what the City of Rancho Cordova is doing in the community?

- 1) Television/Radio/Newspaper
- 2) City's website
- 3) City printed material, such as a mailer or brochure
- 4) City's digital newsletter, such as Fresh News or Fresh Events
- 5) Social media, such as Facebook
- 6) Word of mouth from friends or others
- 7) Other (please specify)

Significant Cross-Tabulations by Respondent Ethnicity

			Q17 X Q6G					
			17					Total
			1.0	2.0	3.0	4.0	5.0	
6G	1.0	Count	6	6	42	4	0	58
		Expected Count	4.9	7.0	35.9	7.0	3.1	58.0
	2.0	Count	7	20	62	18	9	116
		Expected Count	9.9	14.0	71.8	14.0	6.2	116.0
	3.0	Count	5	0	21	4	3	33
		Expected Count	2.8	4.0	20.4	4.0	1.8	33.0
	4.0	Count	1	1	13	1	0	16
		Expected Count	1.4	1.9	9.9	1.9	.9	16.0
Total	Count	19	27	138	27	12	223	
	Expected Count	19.0	27.0	138.0	27.0	12.0	223.0	

Q17 X Q10E								
			17					Total
			1.0	2.0	3.0	4.0	5.0	
10E	1.0	Count	2	8	36	9	2	57
		Expected Count	3.2	9.7	33.1	8.6	2.4	57.0
	2.0	Count	5	23	57	14	6	105
		Expected Count	6.0	18.0	60.9	15.8	4.4	105.0
	3.0	Count	4	2	7	5	0	18
		Expected Count	1.0	3.1	10.4	2.7	.7	18.0
	4.0	Count	0	0	12	1	0	13
		Expected Count	.7	2.2	7.5	2.0	.5	13.0
	Total	Count	11	33	112	29	8	193
		Expected Count	11.0	33.0	112.0	29.0	8.0	193.0

Q17 X Q12

			17					Total
			1.0	2.0	3.0	4.0	5.0	
12	1.0	Count	2	9	48	8	4	71
		Expected Count	6.3	9.7	42.4	9.2	3.4	71.0
	2.0	Count	12	27	97	25	11	172
		Expected Count	15.3	23.4	102.8	22.4	8.1	172.0
	3.0	Count	16	10	52	9	1	88
		Expected Count	7.8	12.0	52.6	11.5	4.2	88.0
	4.0	Count	0	0	5	2	0	7
		Expected Count	.6	1.0	4.2	.9	.3	7.0
	Total	Count	30	46	202	44	16	338
		Expected Count	30.0	46.0	202.0	44.0	16.0	338.0

Chi-Square: 22.102; d/f: 12; p: 0.036

17. What ethnic group do you consider yourself a part of?

- 1) African-American/Black
- 2) Asian-American
- 3) Caucasian/White
- 4) Latino/Hispanic
- 5) All other

12. How would you rate the City of Rancho Cordova on providing you with information about the programs and services it makes available to residents?

- 1) Very Good
- 2) Good
- 3) Fair
- 4) Poor
- 5) Very Poor

Significant Cross-Tabulations by Respondent Years Lived in Rancho Cordova

			Q1 X Q2					
			1					
			1.0	2.0	3.0	4.0	5.0	Total
2	1.0	Count	10	12	21	30	95	168
		Expected Count	10.6	20.6	27.4	32.6	76.8	168.0
	2.0	Count	7	17	22	28	44	118
		Expected Count	7.4	14.5	19.2	22.9	53.9	118.0
	3.0	Count	4	12	12	8	16	52
		Expected Count	3.3	6.4	8.5	10.1	23.8	52.0
	4.0	Count	0	2	2	2	5	11
		Expected Count	.7	1.4	1.8	2.1	5.0	11.0
	5.0	Count	1	0	0	0	0	1
		Expected Count	.1	.1	.2	.2	.5	1.0
Total		Count	22	43	57	68	160	350
		Expected Count	22.0	43.0	57.0	68.0	160.0	350.0

Chi-Square: 38.954; d/f: 16; p: 0.001

1. For how many years have you lived in the City of Rancho Cordova?

- 1) Less than 2 years
- 2) 2 to 5 years
- 3) 6 to 10 years
- 4) 11 to 20 years
- 5) More than 20 years

2. To what extent do you agree or disagree with the statement: "You can have a good quality of life living in Rancho Cordova?"

- 1) Strongly agree
- 2) Agree
- 3) Neither agree nor disagree
- 4) Disagree
- 5) Strongly disagree

			Q1 X Q3					
			1					
			1.0	2.0	3.0	4.0	5.0	Total
3	1.0	Count	16	24	36	49	122	247
		Expected Count	15.5	30.3	40.2	48.0	112.9	247.0
	2.0	Count	4	4	2	3	10	23
		Expected Count	1.4	2.8	3.7	4.5	10.5	23.0
	3.0	Count	2	15	19	16	28	80
		Expected Count	5.0	9.8	13.0	15.5	36.6	80.0
Total	Count	22	43	57	68	160	350	
	Expected Count	22.0	43.0	57.0	68.0	160.0	350.0	

Chi-Square: 18.164; d/f: 8; p: 0.020

1. For how many years have you lived in the City of Rancho Cordova?

- 1) Less than 2 years
- 2) 2 to 5 years
- 3) 6 to 10 years
- 4) 11 to 20 years
- 5) More than 20 years

3. Would you recommend living in Rancho Cordova to a friend?

- 1) Yes
- 2) No
- 3) Uncertain

Q1 X Q4

			1					Total
			1.0	2.0	3.0	4.0	5.0	
4	1.0	Count	9	20	33	42	84	188
		Expected Count	10.8	23.2	30.8	36.7	86.4	188.0
	2.0	Count	7	21	23	26	55	132
		Expected Count	7.6	16.3	21.6	25.8	60.7	132.0
	3.0	Count	4	2	1	0	21	28
		Expected Count	1.6	3.5	4.6	5.5	12.9	28.0
Total		Count	20	43	57	68	160	348
		Expected Count	20.0	43.0	57.0	68.0	160.0	348.0

Chi-Square: 21.322; d/f: 8; p: 0.006

1. For how many years have you lived in the City of Rancho Cordova?

- 1) Less than 2 years
- 2) 2 to 5 years
- 3) 6 to 10 years
- 4) 11 to 20 years
- 5) More than 20 years

4. Do you think the image of the City of Rancho Cordova has gotten better, remained the same, or gotten worse over the last two years?

- 1) Gotten better
- 2) Remained the same
- 3) Gotten worse

Q1 X Q6D								
			1					Total
			1.0	2.0	3.0	4.0	5.0	
6D	1.0	Count	4	4	7	18	25	58
		Expected Count	2.9	7.3	9.8	11.2	26.8	58.0
	2.0	Count	7	15	20	29	60	131
		Expected Count	6.4	16.5	22.2	25.4	60.5	131.0
	3.0	Count	4	16	22	8	22	72
		Expected Count	3.5	9.1	12.2	14.0	33.2	72.0
	4.0	Count	0	6	6	8	40	60
		Expected Count	3.0	7.6	10.2	11.6	27.7	60.0
	5.0	Count	1	0	0	0	3	4
		Expected Count	.2	.5	.7	.8	1.8	4.0
Total		Count	16	41	55	63	150	325
		Expected Count	16.0	41.0	55.0	63.0	150.0	325.0

Q1 X Q6F								
			1					Total
			1.0	2.0	3.0	4.0	5.0	
6F	1.0	Count	7	7	11	23	43	91
		Expected Count	4.8	11.6	15.6	17.3	41.7	91.0
	2.0	Count	7	18	30	27	81	163
		Expected Count	8.6	20.8	27.9	31.0	74.6	163.0
	3.0	Count	3	15	12	4	11	45
		Expected Count	2.4	5.7	7.7	8.6	20.6	45.0
	4.0	Count	0	1	2	7	9	19
		Expected Count	1.0	2.4	3.3	3.6	8.7	19.0
	5.0	Count	0	0	0	0	3	3
		Expected Count	.2	.4	.5	.6	1.4	3.0
	Total	Count	17	41	55	61	147	321
		Expected Count	17.0	41.0	55.0	61.0	147.0	321.0

Chi-Square: 41.413; d/f: 16; p: 0.000

1. For how many years have you lived in the City of Rancho Cordova?

- 1) Less than 2 years
- 2) 2 to 5 years
- 3) 6 to 10 years
- 4) 11 to 20 years
- 5) More than 20 years

6F) How would you rate the City of Rancho Cordova on providing police protection in your neighborhood?

- 1) Very good
- 2) Good
- 3) Fair
- 4) Poor
- 5) Very poor

Q1 X Q8								
			1					Total
			1.0	2.0	3.0	4.0	5.0	
8	1.0	Count	6	4	9	21	23	63
		Expected Count	4.0	7.7	10.3	12.2	28.8	63.0
	2.0	Count	13	23	34	37	96	203
		Expected Count	12.8	24.9	33.1	39.4	92.8	203.0
	3.0	Count	1	15	14	8	32	70
		Expected Count	4.4	8.6	11.4	13.6	32.0	70.0
	4.0	Count	1	1	0	2	9	13
		Expected Count	.8	1.6	2.1	2.5	5.9	13.0
	5.0	Count	1	0	0	0	0	1
		Expected Count	.1	.1	.2	.2	.5	1.0
	Total	Count	22	43	57	68	160	350
		Expected Count	22.0	43.0	57.0	68.0	160.0	350.0

Chi-Square: 40.155; d/f: 16; p: 0.001

1. For how many years have you lived in the City of Rancho Cordova?

- 1) Less than 2 years
- 2) 2 to 5 years
- 3) 6 to 10 years
- 4) 11 to 20 years
- 5) More than 20 years

8. Overall, how satisfied are you with the city services provided by the City of Rancho Cordova?

- 1) Very satisfied
- 2) Somewhat satisfied
- 3) Neither satisfied or dissatisfied
- 4) Somewhat dissatisfied
- 5) Very dissatisfied

Q1 X Q10B								
			1					Total
			1.0	2.0	3.0	4.0	5.0	
10B	1.0	Count	2	5	8	19	37	71
		Expected Count	3.4	7.4	13.0	14.7	32.5	71.0
	2.0	Count	7	8	20	24	55	114
		Expected Count	5.5	11.8	20.9	23.6	52.2	114.0
	3.0	Count	2	12	16	6	12	48
		Expected Count	2.3	5.0	8.8	9.9	22.0	48.0
	4.0	Count	1	1	2	2	11	17
		Expected Count	.8	1.8	3.1	3.5	7.8	17.0
	5.0	Count	0	0	0	1	0	1
		Expected Count	.0	.1	.2	.2	.5	1.0
Total		Count	12	26	46	52	115	251
		Expected Count	12.0	26.0	46.0	52.0	115.0	251.0

Q1 X Q10C								
			1					Total
			1.0	2.0	3.0	4.0	5.0	
10C	1.0	Count	2	5	8	17	36	68
		Expected Count	2.7	7.4	12.6	13.7	31.5	68.0
	2.0	Count	7	8	16	23	53	107
		Expected Count	4.3	11.6	19.8	21.6	49.6	107.0
	3.0	Count	0	11	20	7	13	51
		Expected Count	2.1	5.6	9.5	10.3	23.6	51.0
	4.0	Count	1	3	2	1	12	19
		Expected Count	.8	2.1	3.5	3.8	8.8	19.0
	5.0	Count	0	0	0	2	1	3
		Expected Count	.1	.3	.6	.6	1.4	3.0
	Total	Count	10	27	46	50	115	248
		Expected Count	10.0	27.0	46.0	50.0	115.0	248.0

Q1 X Q10D

			1					Total
			1.0	2.0	3.0	4.0	5.0	
10D	1.0	Count	4	8	13	22	38	85
		Expected Count	3.7	9.6	16.3	18.3	37.2	85.0
	2.0	Count	4	13	23	26	60	126
		Expected Count	5.4	14.3	24.1	27.1	55.1	126.0
	3.0	Count	0	8	11	4	5	28
		Expected Count	1.2	3.2	5.4	6.0	12.3	28.0
	4.0	Count	2	0	2	2	8	14
		Expected Count	.6	1.6	2.7	3.0	6.1	14.0
	5.0	Count	1	0	0	1	1	3
		Expected Count	.1	.3	.6	.6	1.3	3.0
	Total	Count	11	29	49	55	112	256
		Expected Count	11.0	29.0	49.0	55.0	112.0	256.0

Chi-Square: 35.204; d/f: 16; p: 0.004

1. For how many years have you lived in the City of Rancho Cordova?

- 1) Less than 2 years
- 2) 2 to 5 years
- 3) 6 to 10 years
- 4) 11 to 20 years
- 5) More than 20 years

10D) How would you rate the Rancho Cordova Police Department on being able to respond quickly when needed?

- 1) Very good
- 2) Good
- 3) Fair
- 4) Poor
- 5) Very poor

Q1 X Q10E								
			1					Total
			1.0	2.0	3.0	4.0	5.0	
10E	1.0	Count	2	6	7	16	27	58
		Expected Count	2.6	5.5	10.5	11.7	27.7	58.0
	2.0	Count	5	8	21	21	54	109
		Expected Count	4.9	10.4	19.7	21.9	52.0	109.0
	3.0	Count	0	5	7	3	4	19
		Expected Count	.9	1.8	3.4	3.8	9.1	19.0
	4.0	Count	2	0	1	0	10	13
		Expected Count	.6	1.2	2.4	2.6	6.2	13.0
	Total	Count	9	19	36	40	95	199
		Expected Count	9.0	19.0	36.0	40.0	95.0	199.0

Chi-Square: 27.236; d/f: 12; p: 0.007

1. For how many years have you lived in the City of Rancho Cordova?

- 1) Less than 2 years
- 2) 2 to 5 years
- 3) 6 to 10 years
- 4) 11 to 20 years
- 5) More than 20 years

10E) How would you rate the Rancho Cordova Police Department on responsive to crime trends in the City?

- 1) Very good
- 2) Good
- 3) Fair
- 4) Poor
- 5) Very poor

			Q1 X Q11					
			1					
			1.0	2.0	3.0	4.0	5.0	Total
11	1.0	Count	6	5	11	16	30	68
		Expected Count	4.3	8.4	11.1	13.2	31.1	68.0
	2.0	Count	10	21	31	43	90	195
		Expected Count	12.3	24.0	31.8	37.9	89.1	195.0
	3.0	Count	4	16	15	8	33	76
		Expected Count	4.8	9.3	12.4	14.8	34.7	76.0
	4.0	Count	1	1	0	1	7	10
		Expected Count	.6	1.2	1.6	1.9	4.6	10.0
	5.0	Count	1	0	0	0	0	1
		Expected Count	.1	.1	.2	.2	.5	1.0
	Total	Count	22	43	57	68	160	350
		Expected Count	22.0	43.0	57.0	68.0	160.0	350.0

Chi-Square: 31.340; d/f: 16; p: 0.012

1. For how many years have you lived in the City of Rancho Cordova?

- 1) Less than 2 years
- 2) 2 to 5 years
- 3) 6 to 10 years
- 4) 11 to 20 years
- 5) More than 20 years

11. Overall, how satisfied are you that the City of Rancho Cordova tries to be responsive to the well-being and concerns of its residents?

- 1) Very satisfied
- 2) Somewhat satisfied
- 3) Neither satisfied or dissatisfied
- 4) Somewhat dissatisfied
- 5) Very dissatisfied

			Q1 X Q13					Total
			1					
			1.0	2.0	3.0	4.0	5.0	
13	1.0	Count	11	8	7	21	48	95
		Expected Count	6.0	11.7	15.5	18.5	43.4	95.0
	2.0	Count	3	5	8	3	12	31
		Expected Count	1.9	3.8	5.0	6.0	14.2	31.0
	3.0	Count	4	14	10	14	29	71
		Expected Count	4.5	8.7	11.6	13.8	32.5	71.0
	4.0	Count	1	1	10	12	22	46
		Expected Count	2.9	5.7	7.5	8.9	21.0	46.0
	5.0	Count	2	10	14	7	9	42
		Expected Count	2.6	5.2	6.8	8.2	19.2	42.0
	6.0	Count	1	5	8	11	39	64
		Expected Count	4.0	7.9	10.4	12.4	29.3	64.0
	7.0	Count	0	0	0	0	1	1
		Expected Count	.1	.1	.2	.2	.5	1.0
Total		Count	22	43	57	68	160	350
		Expected Count	22.0	43.0	57.0	68.0	160.0	350.0

Chi-Square: 52.446; d/f: 24; p: 0.001

1. For how many years have you lived in the City of Rancho Cordova?

- 1) Less than 2 years
- 2) 2 to 5 years
- 3) 6 to 10 years
- 4) 11 to 20 years
- 5) More than 20 years

13. Which one of the following is your main source of information about what the City of Rancho Cordova is doing in the community?

- 1) Television/Radio/Newspaper
- 2) City's website
- 3) City printed material, such as a mailer or brochure
- 4) City's digital newsletter, such as Fresh News or Fresh Events
- 5) Social media, such as Facebook
- 6) Word of mouth from friends or others
- 7) Other (please specify)

Significant Cross-Tabulations by Whether Respondent is Home Owner or Renter

Q14 X Q2					
			14		Total
			1.0	2.0	
2	1.0	Count	154	14	168
		Expected Count	140.2	27.8	168.0
	2.0	Count	102	16	118
		Expected Count	98.4	19.6	118.0
	3.0	Count	30	22	52
		Expected Count	43.4	8.6	52.0
	4.0	Count	6	5	11
		Expected Count	9.2	1.8	11.0
	5.0	Count	0	1	1
		Expected Count	.8	.2	1.0
Total	Count	292	58	350	
	Expected Count	292.0	58.0	350.0	

Chi-Square: 45.606; d/f: 4; p: 0.000

14. Do you own or rent your home?

- 1) Own
- 2) Rent

2. To what extent do you agree or disagree with the statement: "You can have a good quality of life living in Rancho Cordova?"

- 1) Strongly agree
- 2) Agree
- 3) Neither agree nor disagree
- 4) Disagree
- 5) Strongly disagree

Q14 X Q3

			14		Total
			1.0	2.0	
3	1.0	Count	221	26	247
		Expected Count	206.1	40.9	247.0
	2.0	Count	17	6	23
		Expected Count	19.2	3.8	23.0
	3.0	Count	54	26	80
		Expected Count	66.7	13.3	80.0
Total	Count	292	58	350	
	Expected Count	292.0	58.0	350.0	

Chi-Square: 22.717; d/f: 2; p: 0.000

14. Do you own or rent your home?

- 1) Own
- 2) Rent

3. Would you recommend living in Rancho Cordova to a friend?

- 1) Yes
- 2) No
- 3) Uncertain

Q14 X Q4

			14		Total
			1.0	2.0	
4	1.0	Count	171	17	188
		Expected Count	156.7	31.3	188.0
	2.0	Count	96	36	132
		Expected Count	110.0	22.0	132.0
	3.0	Count	23	5	28
		Expected Count	23.3	4.7	28.0
Total		Count	290	58	348
		Expected Count	290.0	58.0	348.0

Chi-Square: 28.588; d/f: 2; p: 0.000

14. Do you own or rent your home?

- 1) Own
- 2) Rent

4. Do you think the image of the City of Rancho Cordova has gotten better, remained the same, or gotten worse over the last two years?

- 1) Gotten better
- 2) Remained the same
- 3) Gotten worse

Q14 X Q6A

			14		Total
			1.0	2.0	
6A	1.0	Count	95	10	105
		Expected Count	87.6	17.4	105.0
	2.0	Count	135	33	168
		Expected Count	140.2	27.8	168.0
	3.0	Count	38	13	51
		Expected Count	42.5	8.5	51.0
	4.0	Count	19	2	21
		Expected Count	17.5	3.5	21.0
	5.0	Count	5	0	5
		Expected Count	4.2	.8	5.0
	Total	Count	292	58	350
		Expected Count	292.0	58.0	350.0

Chi-Square: 9.600; d/f: 4; p: 0.048

14. Do you own or rent your home?

- 1) Own
- 2) Rent

6A) How would you rate the City of Rancho Cordova on maintaining the streets, including cleanliness, lighting and landscaping?

- 1) Very good
- 2) Good
- 3) Fair
- 4) Poor
- 5) Very poor

Q14 X Q6B

			14		Total
			1.0	2.0	
6B	1.0	Count	91	11	102
		Expected Count	85.1	16.9	102.0
	2.0	Count	131	26	157
		Expected Count	131.0	26.0	157.0
	3.0	Count	46	18	64
		Expected Count	53.4	10.6	64.0
	4.0	Count	19	3	22
		Expected Count	18.4	3.6	22.0
	5.0	Count	5	0	5
		Expected Count	4.2	.8	5.0
	Total	Count	292	58	350
		Expected Count	292.0	58.0	350.0

Chi-Square: 9.780; d/f: 4; p: 0.044

14. Do you own or rent your home?

- 1) Own
- 2) Rent

6B) How would you rate the City of Rancho Cordova on repairing and resurfacing City streets?

- 1) Very good
- 2) Good
- 3) Fair
- 4) Poor
- 5) Very poor

Q14 X Q6D

			14		Total
			1.0	2.0	
6D	1.0	Count	51	7	58
		Expected Count	48.2	9.8	58.0
	2.0	Count	118	13	131
		Expected Count	108.8	22.2	131.0
	3.0	Count	48	24	72
		Expected Count	59.8	12.2	72.0
	4.0	Count	50	10	60
		Expected Count	49.8	10.2	60.0
	5.0	Count	3	1	4
		Expected Count	3.3	.7	4.0
	Total	Count	270	55	325
		Expected Count	270.0	55.0	325.0

Chi-Square: 19.517; d/f: 4; p: 0.001

14. Do you own or rent your home?

- 1) Own
- 2) Rent

6D) How would you rate the City of Rancho Cordova on enforcing city requirements in your neighborhood

- 1) Very good
- 2) Good
- 3) Fair
- 4) Poor
- 5) Very poor

Q14 X Q6F

			14		Total
			1.0	2.0	
6F	1.0	Count	80	11	91
		Expected Count	75.1	15.9	91.0
	2.0	Count	141	22	163
		Expected Count	134.6	28.4	163.0
	3.0	Count	26	19	45
		Expected Count	37.1	7.9	45.0
	4.0	Count	15	4	19
		Expected Count	15.7	3.3	19.0
	5.0	Count	3	0	3
		Expected Count	2.5	.5	3.0
	Total	Count	265	56	321
		Expected Count	265.0	56.0	321.0

Chi-Square: 5234565 d/f: 4; p: 0.000

14. Do you own or rent your home?

- 1) Own
- 2) Rent

6F) How would you rate the City of Rancho Cordova on providing police protection in your neighborhood?

- 1) Very good
- 2) Good
- 3) Fair
- 4) Poor
- 5) Very poor

Q14 X Q7

			14		Total
			1.0	2.0	
7	1.0	Count	68	3	71
		Expected Count	59.2	11.8	71.0
	2.0	Count	50	7	57
		Expected Count	47.6	9.4	57.0
	3.0	Count	9	0	9
		Expected Count	7.5	1.5	9.0
	4.0	Count	17	5	22
		Expected Count	18.4	3.6	22.0
	5.0	Count	15	3	18
		Expected Count	15.0	3.0	18.0
	6.0	Count	133	40	173
		Expected Count	144.3	28.7	173.0
Total		Count	292	58	350
		Expected Count	292.0	58.0	350.0

Chi-Square: 16.346; d/f: 5; p: 0.006

14. Do you own or rent your home?

- 1) Own
- 2) Rent

7. If you have contacted the City to obtain information, report a problem, get a problem resolved, or for some other reason, how satisfied were you with the customer service you received?

- 1) Very satisfied
- 2) Somewhat satisfied
- 3) Neither satisfied or dissatisfied
- 4) Somewhat dissatisfied
- 5) Very dissatisfied
- 6) Have not contacted the City

Q14 X Q8

			14		Total
			1.0	2.0	
8	1.0	Count	57	6	63
		Expected Count	52.6	10.4	63.0
	2.0	Count	173	30	203
		Expected Count	169.4	33.6	203.0
	3.0	Count	51	19	70
		Expected Count	58.4	11.6	70.0
	4.0	Count	11	2	13
		Expected Count	10.8	2.2	13.0
	5.0	Count	0	1	1
		Expected Count	.8	.2	1.0
	Total	Count	292	58	350
		Expected Count	292.0	58.0	350.0

Chi-Square: 13.442; d/f: 4; p: 0.009

14. Do you own or rent your home?

- 1) Own
- 2) Rent

8. Overall, how satisfied are you with the city services provided by the City of Rancho Cordova?

- 1) Very satisfied
- 2) Somewhat satisfied
- 3) Neither satisfied or dissatisfied
- 4) Somewhat dissatisfied
- 5) Very dissatisfied

Q14 X Q9B

			14		Total
			1.0	2.0	
9B	1.0	Count	165	22	187
		Expected Count	155.9	31.1	187.0
	2.0	Count	95	23	118
		Expected Count	98.4	19.6	118.0
	3.0	Count	14	8	22
		Expected Count	18.3	3.7	22.0
	4.0	Count	17	5	22
		Expected Count	18.3	3.7	22.0
	Total	Count	291	58	349
		Expected Count	291.0	58.0	349.0

Chi-Square: 10.664; d/f: 3; p: 0.014

14. Do you own or rent your home?

- 1) Own
- 2) Rent

9B) How safe do you feel when you are in your neighborhood?

- 1) Very safe
- 2) Somewhat safe
- 3) Neither safe or unsafe
- 4) Somewhat unsafe
- 5) Very unsafe

Q14 X Q9D

			14		Total
			1.0	2.0	
9D	1.0	Count	79	9	88
		Expected Count	70.0	18.0	88.0
	2.0	Count	96	23	119
		Expected Count	94.6	24.4	119.0
	3.0	Count	17	17	34
		Expected Count	27.0	7.0	34.0
	4.0	Count	13	3	16
		Expected Count	12.7	3.3	16.0
	5.0	Count	1	1	2
		Expected Count	1.6	.4	2.0
	Total	Count	206	53	259
		Expected Count	206.0	53.0	259.0

Chi-Square: 25.085; d/f: 4; p: 0.000

14. Do you own or rent your home?

- 1) Own
- 2) Rent

9D) How safe do you feel when you are at your local parks?

- 1) Very safe
- 2) Somewhat safe
- 3) Neither safe or unsafe
- 4) Somewhat unsafe
- 5) Very unsafe

Q14 X Q9E

			14		Total
			1.0	2.0	
9E	1.0	Count	66	8	74
		Expected Count	55.8	18.2	74.0
	2.0	Count	53	23	76
		Expected Count	57.3	18.7	76.0
	3.0	Count	7	10	17
		Expected Count	12.8	4.2	17.0
	4.0	Count	2	0	2
		Expected Count	1.5	.5	2.0
	5.0	Count	1	1	2
		Expected Count	1.5	.5	2.0
	Total	Count	129	42	171
		Expected Count	129.0	42.0	171.0

Chi-Square: 21.005; d/f: 4; p: 0.000

14. Do you own or rent your home?

- 1) Own
- 2) Rent

9E) How safe do you feel when you are at your local schools for meetings and events?

- 1) Very safe
- 2) Somewhat safe
- 3) Neither safe or unsafe
- 4) Somewhat unsafe
- 5) Very unsafe

Q14 X Q10A

			14		Total
			1.0	2.0	
10A	1.0	Count	67	1	68
		Expected Count	55.9	12.1	68.0
	2.0	Count	122	28	150
		Expected Count	123.3	26.7	150.0
	3.0	Count	24	16	40
		Expected Count	32.9	7.1	40.0
	4.0	Count	4	2	6
		Expected Count	4.9	1.1	6.0
Total		Count	217	47	264
		Expected Count	217.0	47.0	264.0

Chi-Square: 26.929; d/f: 3; p: 0.000

14. Do you own or rent your home?

- 1) Own
- 2) Rent

10A) How would you rate the Rancho Cordova Police Department on community involvement?

- 1) Very good
- 2) Good
- 3) Fair
- 4) Poor
- 5) Very poor

Q14 X Q10B

			14		Total
			1.0	2.0	
10B	1.0	Count	66	5	71
		Expected Count	58.6	12.4	71.0
	2.0	Count	103	11	114
		Expected Count	94.0	20.0	114.0
	3.0	Count	26	22	48
		Expected Count	39.6	8.4	48.0
	4.0	Count	12	5	17
		Expected Count	14.0	3.0	17.0
	5.0	Count	0	1	1
		Expected Count	.8	.2	1.0
Total	Count	207	44	251	
	Expected Count	207.0	44.0	251.0	

Chi-Square: 43.262; d/f: 4; p: 0.000

14. Do you own or rent your home?

- 1) Own
- 2) Rent

10B) How would you rate the Rancho Cordova Police Department on helping citizens?

- 1) Very good
- 2) Good
- 3) Fair
- 4) Poor
- 5) Very poor

Q14 X Q10C

			14		Total
			1.0	2.0	
10C	1.0	Count	63	5	68
		Expected Count	55.9	12.1	68.0
	2.0	Count	98	9	107
		Expected Count	88.0	19.0	107.0
	3.0	Count	29	22	51
		Expected Count	42.0	9.0	51.0
	4.0	Count	13	6	19
		Expected Count	15.6	3.4	19.0
	5.0	Count	1	2	3
		Expected Count	2.5	.5	3.0
	Total	Count	204	44	248
		Expected Count	204.0	44.0	248.0

Chi-Square: 41.362; d/f: 4; p: 0.000

14. Do you own or rent your home?

- 1) Own
- 2) Rent

10C) How would you rate the Rancho Cordova Police Department on treating people fairly?

- 1) Very good
- 2) Good
- 3) Fair
- 4) Poor
- 5) Very poor

Q14 X Q10D

			14		Total
			1.0	2.0	
10D	1.0	Count	77	8	85
		Expected Count	69.7	15.3	85.0
	2.0	Count	104	22	126
		Expected Count	103.4	22.6	126.0
	3.0	Count	15	13	28
		Expected Count	23.0	5.0	28.0
	4.0	Count	12	2	14
		Expected Count	11.5	2.5	14.0
	5.0	Count	2	1	3
		Expected Count	2.5	.5	3.0
Total		Count	210	46	256
		Expected Count	210.0	46.0	256.0

Chi-Square: 20.240; d/f: 4; p: 0.000

14. Do you own or rent your home?

- 1) Own
- 2) Rent

10D) How would you rate the Rancho Cordova Police Department on being able to respond quickly when needed?

- 1) Very good
- 2) Good
- 3) Fair
- 4) Poor
- 5) Very poor

Q14 X Q10E

			14		Total
			1.0	2.0	
10E	1.0	Count	53	5	58
		Expected Count	51.0	7.0	58.0
	2.0	Count	99	10	109
		Expected Count	95.9	13.1	109.0
	3.0	Count	10	9	19
		Expected Count	16.7	2.3	19.0
	4.0	Count	13	0	13
		Expected Count	11.4	1.6	13.0
	Total	Count	175	24	199
		Expected Count	175.0	24.0	199.0

Chi-Square: 25.620; d/f: 3; p: 0.000

14. Do you own or rent your home?

- 1) Own
- 2) Rent

10E) How would you rate the Rancho Cordova Police Department on responsive to crime trends in the City?

- 1) Very good
- 2) Good
- 3) Fair
- 4) Poor
- 5) Very poor

Q14 X Q11

			14		Total
			1.0	2.0	
11	1.0	Count	62	6	68
		Expected Count	56.7	11.3	68.0
	2.0	Count	170	25	195
		Expected Count	162.7	32.3	195.0
	3.0	Count	52	24	76
		Expected Count	63.4	12.6	76.0
	4.0	Count	8	2	10
		Expected Count	8.3	1.7	10.0
	5.0	Count	0	1	1
		Expected Count	.8	.2	1.0
	Total	Count	292	58	350
		Expected Count	292.0	58.0	350.0

Chi-Square: 9.934; d/f: 3; p: 0.019

14. Do you own or rent your home?

- 1) Own
- 2) Rent

11. Overall, how satisfied are you that the City of Rancho Cordova tries to be responsive to the well-being and concerns of its residents?

- 1) Very satisfied
- 2) Somewhat satisfied
- 3) Neither satisfied or dissatisfied
- 4) Somewhat dissatisfied
- 5) Very dissatisfied

**TABLE NINE: SELECTED COMPARATIVE RESULTS
TO THE 2016 RESIDENT SURVEY**

	2018 Percent	2016 Percent
2. To what extent agree or disagree with the statement: “You can have a good quality of life living in Rancho Cordova?”		Q-1
Strongly agree	48.0%	38.6%
Agree	33.7%	40.7%
Neither agree nor disagree	14.9%	8.9%
Disagree	3.1%	7.4%
Strongly disagree	0.3%	4.3%
Total	100.0%	100.0%
4. Do you think the image of the City of Rancho Cordova has gotten better, remained the same, or gotten worse over the last two years?		Q-2
Gotten better	54.0%	50.1%
Remained the same	37.9%	38.8%
Gotten worse	8.0%	11.1%
Total	100.0%	100.0%
6. How do you rate the City of Rancho Cordova on each of the following:		
A) Maintaining the streets, including cleanliness, lighting and landscaping?		Q-6D/E/F/G
Very Good	30.0%	16.1%
Good	48.0%	49.6%
Fair	14.6%	25.6%
Poor	6.0%	8.0%
Very Poor	1.4%	0.7%
Total	100.0%	100.0%
B) Repairing and resurfacing City streets?		Q-6L
Very Good	30.9%	7.8%
Good	47.6%	39.7%
Fair	19.4%	31.7%
Poor	0.6%	18.3%
Very Poor	1.5%	2.4%
Total	100.0%	100.0%

	2018 Percent	2016 Percent
C) Garbage, yard waste, curbside recycling pick-up?		Q-6R
Very Good	37.1%	39.6%
Good	53.7%	43.4%
Fair	6.9%	12.9%
Poor	1.4%	4.1%
Very Poor	0.9%	0.0%
Total	100.0%	100.0%
D) Enforcing city requirements in your neighborhood		Q-6A/J/M
Very Good	17.8%	13.4%
Good	40.3%	42.5%
Fair	22.2%	32.7%
Poor	18.5%	8.6%
Very Poor	1.2%	2.9%
Total	100.0%	100.0%
E) Attracting and retaining businesses within the City?		Q-6H
Very Good	25.8%	9.0%
Good	51.6%	32.5%
Fair	14.7%	34.8%
Poor	7.9%	17.4%
Very Poor	0.0%	6.3%
Total	100.0%	100.0%
F) Providing police protection in your neighborhood?		Q-6C
Very Good	28.3%	16.6%
Good	50.8%	44.9%
Fair	14.0%	25.4%
Poor	5.9%	9.8%
Very Poor	0.9%	3.3%
Total	100.0%	100.0%
G) Planning for the future of the City?		Q-6I
Very Good	25.4%	12.6%
Good	52.2%	42.2%
Fair	15.5%	33.0%
Poor	6.9%	9.5%
Very Poor	0.0%	2.7%
Total	100.0%	100.0%

2018	2016
Percent	Percent

7. If you have contacted the City to obtain information, report a problem, get a problem resolved, or for some other reason, how satisfied were you with the customer service you received?

Q-13B

Very satisfied	40.1%	56.7%
Somewhat satisfied	32.2%	23.6%
Neither satisfied or dissatisfied	5.1%	9.1%
Somewhat dissatisfied	12.4%	5.9%
Very dissatisfied	10.2%	4.7%
Total of those who have contacted the City	100.0%	100.0%

8. Overall, how satisfied are you with the city services provided by the City of Rancho Cordova?

Q-5

Very satisfied	18.0%	32.8%
Somewhat satisfied	58.0%	44.6%
Neither satisfied or dissatisfied	20.0%	10.4%
Somewhat dissatisfied	3.7%	8.2%
Very dissatisfied	0.3%	4.0%
Total	100.0%	100.0%

9. How safe do you feel on each of the following:

A) When you are alone?

Q-7A

Very Safe	83.1%	20.5%
Somewhat Safe	13.7%	48.5%
Neither Safe nor Unsafe	1.1%	10.1%
Somewhat Unsafe	2.0%	16.3%
Very Unsafe	0.0%	4.6%
Total	100.0%	100.0%

B) When you are in your neighborhood?

Q-7B/C

Very Safe	53.6%	42.7%
Somewhat Safe	33.8%	35.0%
Neither Safe nor Unsafe	6.3%	5.9%
Somewhat Unsafe	6.3%	12.0%
Very Unsafe	0.0%	4.4%
Total	100.0%	100.0%

C) When you are shopping within Rancho Cordova?

Q-7D/E

Very Safe	32.1%	12.4%
Somewhat Safe	51.4%	27.9%
Neither Safe nor Unsafe	10.7%	9.5%
Somewhat Unsafe	5.5%	25.3%
Very Unsafe	0.3%	24.8%
Total	100.0%	100.0%

2018	2016
Percent	Percent

D) When you are at your local parks?

Q-7F/G

Very Safe	34.0%	35.0%
Somewhat Safe	45.9%	34.6%
Neither Safe nor Unsafe	13.1%	5.9%
Somewhat Unsafe	6.2%	13.9%
Very Unsafe	0.8%	10.6%
Total	100.0%	100.0%

10. How would you rate the Rancho Cordova Police Department on each of the following:**A) Community involvement?**

Q-8B

Very Good	25.8%		
Good	56.8%	37.1%	Strongly apply
Fair	15.2%	36.0%	Somewhat apply
Poor	2.3%	12.3%	Does not apply
Very Poor	0.0%		
Total	100.0%		

B) Helping citizens?

Q-8D

Very Good	28.3%		
Good	45.4%	45.8%	Strongly apply
Fair	19.1%	37.0%	Somewhat apply
Poor	6.8%	6.1%	Does not apply
Very Poor	0.4%		
Total	100.0%		

C) Treating people fairly?

Q-8C

Very Good	27.4%		
Good	43.1%	34.1%	Strongly apply
Fair	20.6%	31.3%	Somewhat apply
Poor	7.7%	11.6%	Does not apply
Very Poor	1.2%		
Total	100.0%		

D) Being able to respond quickly when needed?

Q-8E

Very Good	33.2%		
Good	49.2%	44.5%	Strongly apply
Fair	10.9%	30.7%	Somewhat apply
Poor	5.5%	6.7%	Does not apply
Very Poor	1.2%		
Total	100.0%		

2018	2016
Percent	Percent

E) Responsive to crime trends in the City?

Q-8A

Very Good	29.1%		
Good	54.8%	34.3%	Strongly apply
Fair	9.5%	44.7%	Somewhat apply
Poor	6.5%	10.6%	Does not apply
Very Poor	0.0%		
Total	100.0%		

11. Overall, how satisfied are you that the City of Rancho Cordova tries to be responsive to the well-being and concerns of its residents?

Q-15

Very satisfied	19.4%	25.8%
Somewhat satisfied	55.7%	46.5%
Neither satisfied or dissatisfied	21.7%	13.1%
Somewhat dissatisfied	2.9%	9.2%
Very dissatisfied	0.3%	5.5%
Total	100.0%	100.0%

12. How would you rate the City of Rancho Cordova on providing you with information about the programs and services it makes available to residents?

Q-16

Very Good	20.9%	15.7%
Good	50.7%	41.2%
Fair	26.4%	30.1%
Poor	2.0%	10.3%
Very Poor	0.0%	2.7%
Total	100.0%	100.0%

13. Which one of the following is your main source of information about what the City of Rancho Cordova is doing in the community?

Q-18 Frequently

Television/Radio/Newspaper	27.1%	29.0%	
City's website	8.9%	10.5%	18D
City printed material, such as a mailer or brochure	20.3%	12.0%	18E
City's digital newsletter, such as Fresh News or Fresh Events	13.1%	9.3%	18E/F
Social media, such as Facebook	12.0%	9.4%	
Word of mouth from friends or others	18.3%	29.7%	
Other (please specify)	0.3%	0.0%	
Total	100.0%	100.0%	

APPENDIX A: QUESTIONNAIRE USED IN THE 2018 SURVEY

Hello, my name is _____, and we are conducting a brief survey sponsored by the City of Rancho Cordova. The City periodically conducts a survey of its residents to assess how well it is serving their needs, so your views are very important in helping us plan for the future. I am not selling anything, and you need not identify yourself for this survey. I'd like to ask you a few questions such as: INTERVIEWER: GO DIRECTLY TO QUESTION #1.

14. For how many years have you lived in the City of Rancho Cordova?
 - 1) Less than 2 years
 - 2) 2 to 5 years
 - 3) 6 to 10 years
 - 4) 11 to 20 years
 - 5) More than 20 years

15. To what extent do you agree or disagree with the statement: "You can have a good quality of life living in Rancho Cordova?"
 - 1) Strongly agree
 - 2) Agree
 - 3) Neither agree nor disagree
 - 4) Disagree
 - 5) Strongly disagree

16. Would you recommend living in Rancho Cordova to a friend?
 - 1) Yes
 - 2) No
 - 3) Uncertain

17. Do you think the image of the City of Rancho Cordova has gotten better, remained the same, or gotten worse over the last two years?

1) Gotten better	Go to Question 5
2) Remained the same	Go to Question 6
3) Gotten worse	Go to Question 5

18. What is the one main reason you feel the image of the City has gotten better/worse?
 INTERVIEWER USE “BETTER/WORSE” BASED ON ANSWER TO QUESTION #4.
 INTERVIEWER: DO NOT READ THIS LIST TO THE RESPONDENT.

- 1) Lower/higher crime rate
- 2) Convenient/Inconvenient to rest of Sacramento Region
- 3) Businesses that have come/left
- 4) Reasonable/unreasonable cost of housing
- 5) Diversity of the population
- 6) Quality of the schools
- 7) Quality of streets and infrastructure (bike paths, bridges, medians, etc.)
- 8) Traffic congestion
- 9) Community events
- 10) City’s growth rate
- 11) Parks and other amenities have improved/gotten worse
- 12) Other

19. How would you rate the City of Rancho Cordova on each of the following? Your choices are Very Good, Good, Fair, Poor, Very Poor

- A) Maintaining the streets, including cleanliness, lighting and landscaping?
- B) Repairing and resurfacing City streets?
- C) Garbage, yard waste, curbside recycling pick-up?
- D) Enforcing city requirements in your neighborhood
- E) Attracting and retaining businesses within the City?
- F) Providing police protection in your neighborhood?
- G) Planning for the future of the City?

20. If you have contacted the City to obtain information, report a problem, get a problem resolved, or for some other reason, how satisfied were you with the customer service you received?

- 1) Very satisfied
- 2) Somewhat satisfied
- 3) Neither satisfied or dissatisfied
- 4) Somewhat dissatisfied
- 5) Very dissatisfied
- 6) Have not contacted the City

21. Overall, how satisfied are you with the city services provided by the City of Rancho Cordova?

- 1) Very satisfied
- 2) Somewhat satisfied
- 3) Neither satisfied or dissatisfied
- 4) Somewhat dissatisfied
- 5) Very dissatisfied

22. How safe do you feel on each of the following: Your choices are: Very Safe, Somewhat Safe, Neither Safe or Unsafe, Somewhat Unsafe, Very Unsafe
- A) When you are alone?
 - B) When you are in your neighborhood?
 - C) When you are shopping within Rancho Cordova?
 - D) When you are at your local parks?
 - E) When you are at your local schools for meetings and events?
23. How would you rate the Rancho Cordova Police Department on each of the following? Your choices are: Very Good, Good, Fair, Poor, Very Poor
- A) Community involvement?
 - B) Helping citizens?
 - C) Treating people fairly?
 - D) Being able to respond quickly when needed?
 - E) Responsive to crime trends in the City?
24. Overall, how satisfied are you that the City of Rancho Cordova tries to be responsive to the well-being and concerns of its residents?
- 1) Very satisfied
 - 2) Somewhat satisfied
 - 3) Neither satisfied or dissatisfied
 - 4) Somewhat dissatisfied
 - 5) Very dissatisfied
25. How would you rate the City of Rancho Cordova on providing you with information about the programs and services it makes available to residents?
- 1) Very Good
 - 2) Good
 - 3) Fair
 - 4) Poor
 - 5) Very Poor
26. Which one of the following is your main source of information about what the City of Rancho Cordova is doing in the community? INTERVIEWER: READ LIST TO RESPONDENT.
- 1) Television/Radio/Newspaper
 - 2) City's website
 - 3) City printed material, such as a mailer or brochure
 - 4) City's digital newsletter, such as Fresh News or Fresh Events
 - 5) Social media, such as Facebook
 - 6) Word of mouth from friends or others
 - 7) Other (please specify)

The following questions are used for cross-classification purposes only.

27. Do you own or rent your home?

- 1) Own
- 2) Rent

28. What is your age?

- 1) Under 24
- 2) 25 to 39
- 3) 40 to 54
- 4) 55 to 64
- 5) 65 or older

29. What was your total household income before taxes in 2017?

- 1) \$30,000 or less
- 2) \$31,000 to \$50,000
- 3) \$51,000 to \$75,000
- 4) \$76,000 to \$100,000
- 5) \$101,000 to \$150,000
- 6) More than \$150,000

30. What ethnic group do you consider yourself a part of?

- 1) African-American/Black
- 2) Asian-American
- 3) Caucasian/White
- 4) Latino/Hispanic
- 5) Native American
- 6) Pacific Islander
- 7) Two or more races
- 8) Other
- 9) Not sure

31. INTERVIEWER: Record respondent's gender.

- 1) Female
- 2) Male

32. INTERVIEWER: Record respondent's zip code.

- 1) 95670
- 2) 95742
- 3) 95827

APPENDIX B: QUESTIONNAIRE USED IN THE 2016 SURVEY

1. Generally speaking, are you satisfied or dissatisfied with the overall quality of life in Rancho Cordova? Is that very or somewhat [satisfied/dissatisfied]?
2. Would you say that the quality of life in Rancho Cordova is getting better, staying about the same or worse than it was two years ago?
3. What do you like most about living in Rancho Cordova?
4. What do you like least about living in Rancho Cordova?
5. Overall, are you satisfied or dissatisfied with the job the City of Rancho Cordova is doing to provide city services? [IF SATISFIED OR DISSATISFIED ASK]: Is that very or somewhat SATISFIED/DISSATISFIED?
6. How is the City doing:
 - a. Enforcing traffic laws to protect the safety of drivers, bikers, and pedestrians (Excellent, Good, Average, Poor, Extremely Poor, DK/NA [Not Sure])
 - b. Providing animal services, such as stray animal catching and animal licensing (Excellent, Good, Average, Poor, Extremely Poor, DK/NA [Not Sure])
 - c. Providing police protection in your neighborhood (Excellent, Good, Average, Poor, Extremely Poor, DK/NA [Not Sure])
 - d. Maintaining street lights (Excellent, Good, Average, Poor, Extremely Poor, DK/NA [Not Sure])
 - e. Maintaining landscaping along city streets (Excellent, Good, Average, Poor, Extremely Poor, DK/NA [Not Sure])
 - f. Providing street sweeping (Excellent, Good, Average, Poor, Extremely Poor, DK/NA [Not Sure])
 - g. Cleaning up litter on city streets (Excellent, Good, Average, Poor, Extremely Poor, DK/NA [Not Sure])
 - h. Attracting retail stores and services to Rancho Cordova (Excellent, Good, Average, Poor, Extremely Poor, DK/NA [Not Sure])
 - i. Planning for Rancho Cordova's future growth (Excellent, Good, Average, Poor, Extremely Poor, DK/NA [Not Sure])
 - j. Removing abandoned vehicles (Excellent, Good, Average, Poor, Extremely Poor, DK/NA [Not Sure])
 - k. Removing graffiti (Excellent, Good, Average, Poor, Extremely Poor, DK/NA [Not Sure])
 - l. Repairing and resurfacing of city streets (Excellent, Good, Average, Poor, Extremely Poor, DK/NA [Not Sure])
 - m. Inspecting rental housing (Excellent, Good, Average, Poor, Extremely Poor, DK/NA [Not Sure])

- n. Retaining businesses in Rancho Cordova (Excellent, Good, Average, Poor, Extremely Poor, DK/NA [Not Sure])
 - o. Installing and maintaining speed bumps and traffic calming measures to city streets (Excellent, Good, Average, Poor, Extremely Poor, DK/NA [Not Sure])
 - p. Improvement along Folsom Boulevard (Excellent, Good, Average, Poor, Extremely Poor, DK/NA [Not Sure])
 - q. Reducing panhandling (Excellent, Good, Average, Poor, Extremely Poor, DK/NA [Not Sure])
 - r. Garbage, yard waste, and curbside recycling pick-up (Excellent, Good, Average, Poor, Extremely Poor, DK/NA [Not Sure])
 - s. Creating new jobs in Rancho Cordova (Excellent, Good, Average, Poor, Extremely Poor, DK/NA [Not Sure])
7. How safe do you feel:
- a. Alone in the City of Rancho Cordova (Very Safe, Somewhat Safe, Neither, Somewhat Unsafe, Very Unsafe, DK/NA[Not sure])
 - b. Alone in your neighborhood during the day (Very Safe, Somewhat Safe, Neither, Somewhat Unsafe, Very Unsafe, DK/NA[Not sure])
 - c. Alone in your neighborhood at night (Very Safe, Somewhat Safe, Neither, Somewhat Unsafe, Very Unsafe, DK/NA[Not sure])
 - d. Alone along Folsom Boulevard during the day (Very Safe, Somewhat Safe, Neither, Somewhat Unsafe, Very Unsafe, DK/NA[Not sure])
 - e. Alone along Folsom Boulevard at night (Very Safe, Somewhat Safe, Neither, Somewhat Unsafe, Very Unsafe, DK/NA[Not sure])
 - f. In your neighborhood park during the day (Very Safe, Somewhat Safe, Neither, Somewhat Unsafe, Very Unsafe, DK/NA[Not sure])
 - g. In your neighborhood park at night (Very Safe, Somewhat Safe, Neither, Somewhat Unsafe, Very Unsafe, DK/NA[Not sure])
8. Is/Does the police:
- a. Effective in curbing local crime (Strongly Apply, Somewhat Apply, Does Not Apply, DK/NA [Not sure])
 - b. Shows a high level of community involvement in Rancho Cordova (Strongly Apply, Somewhat Apply, Does Not Apply, DK/NA [Not sure])
 - c. Treats people fairly regardless of race, ethnicity, gender or sexual orientation (Strongly Apply, Somewhat Apply, Does Not Apply, DK/NA [Not sure])
 - d. Committed to helping citizens of Rancho Cordova (Strongly Apply, Somewhat Apply, Does Not Apply, DK/NA [Not sure])
 - e. Responds quickly to emergency calls (Strongly Apply, Somewhat Apply, Does Not Apply, DK/NA [Not sure])
9. What would you say is the most serious public safety problem in your neighborhood?

10. In the last 12 months, have you contacted a City of Rancho Cordova department for any reason other than an emergency?
11. Did you contact the City to report a problem, get a problem resolved, to obtain information, or for some other reason?
12. What was the problem about or what specific information were you looking for?
13. This question has two parts:
 - a. Overall, are you satisfied or dissatisfied with your contact with the City of Rancho Cordova in terms of getting your problem resolved or question answered? Would that be very satisfied/dissatisfied or somewhat satisfied/dissatisfied?
 - b. Overall, are you satisfied or dissatisfied with your contact with the City of Rancho Cordova in terms of the customer service you received? Would that be very satisfied/dissatisfied or somewhat satisfied/dissatisfied?
14. Overall, as a resident of the City of Rancho Cordova, how much of an opportunity do you feel that you have to voice your concerns on major community issues that affect your life? Would you say a great deal, some, a little, or not much of any opportunity?
15. Are you satisfied with the City's responsiveness to residents' interests and concerns? [IF SATISFIED OR DISSATISFIED ASK]: Is that very or somewhat SATISFIED/DISSATISFIED?
16. Overall, how well does the City of Rancho Cordova provide information to residents about priorities, programs and services? Would you say they are doing an excellent, good, fair, poor, or extremely poor job?
17. What would you like to know about city priorities, programs and services you are not currently getting?
18. How do you receive information?
 - a. Television news (Frequently, Occasionally, Rarely, Never, DK/NA [Not sure])
 - b. The Sacramento Bee newspaper (Frequently, Occasionally, Rarely, Never, DK/NA [Not sure])
 - c. Radio news (Frequently, Occasionally, Rarely, Never, DK/NA [Not sure])
 - d. The City's website, www.cityofranchocordova.org (Frequently, Occasionally, Rarely, Never, DK/NA [Not sure])
 - e. The City's printed and electronic newsletter, City Views (Frequently, Occasionally, Rarely, Never, DK/NA [Not sure])
 - f. The City's Fresh News email (Frequently, Occasionally, Rarely, Never, DK/NA [Not sure])
 - g. A community website, newsgroup, or blog (Frequently, Occasionally, Rarely, Never, DK/NA [Not sure])
 - h. Word of mouth (Frequently, Occasionally, Rarely, Never, DK/NA [Not sure])
 - i. The police department website, www.ranchocordovapd.com (Frequently, Occasionally, Rarely, Never, DK/NA [Not sure])

- j. Local government cable access channel fourteen (Frequently, Occasionally, Rarely, Never, DK/NA [Not sure])
 - k. A newspaper other than the Sacramento Bee such as The Grapevine (Frequently, Occasionally, Rarely, Never, DK/NA [Not sure])
 - l. Facebook (Frequently, Occasionally, Rarely, Never, DK/NA [Not sure])
 - m. Twitter (Frequently, Occasionally, Rarely, Never, DK/NA [Not sure])
 - n. NextDoor (Frequently, Occasionally, Rarely, Never, DK/NA [Not sure])
 - o. Instagram (Frequently, Occasionally, Rarely, Never, DK/NA [Not sure])
19. Where do you most often access the Internet?
20. Demographics...
- a. Respondent's Gender
 - b. How long have you lived in the City of Rancho Cordova?
 - c. Age Group
 - d. Do you own or rent your place of residence?
 - e. What ethnic group do you consider yourself a part of or feel closest to?
 - f. To wrap things up, what was your total household income before taxes in 2015?
(Less than \$20,000, \$20,000 to less than \$30,000, \$30,000 to less than \$40,000, \$40,000 to less than \$50,000, \$50,000 to less than \$60,000, \$60,000 to less than \$75,000, \$75,000 to less than \$100,000, \$100,000 to less than \$150,000, More than \$150,000, DK/NA[Not sure])
 - g. What is your home zip code?
 - h. Do you live north or south of Folsom Boulevard?
 - i. Do you live north or south of Douglas Road?
 - j. Do you live east or west of Sunrise Boulevard?

RESIDENT SATISFACTION SURVEY

JULY
2018

Survey Goals

Overall Goal – to survey residents’ views on how well City services meet residents’ needs

In particular:

- Overall perceptions of living in Rancho Cordova
- Satisfaction with services offered by the City
- Satisfaction with customer service when contacting the City
- Public safety and the services provided by the Police Department
- Satisfaction with the City’s responsiveness to resident issues/concerns
- Satisfaction with information provided by the City on its programs and services
- Sources of information used to learn about City programs and services

Sample size and population

350 residents over age 18

Respondents reached by phone - both land lines and cell phones

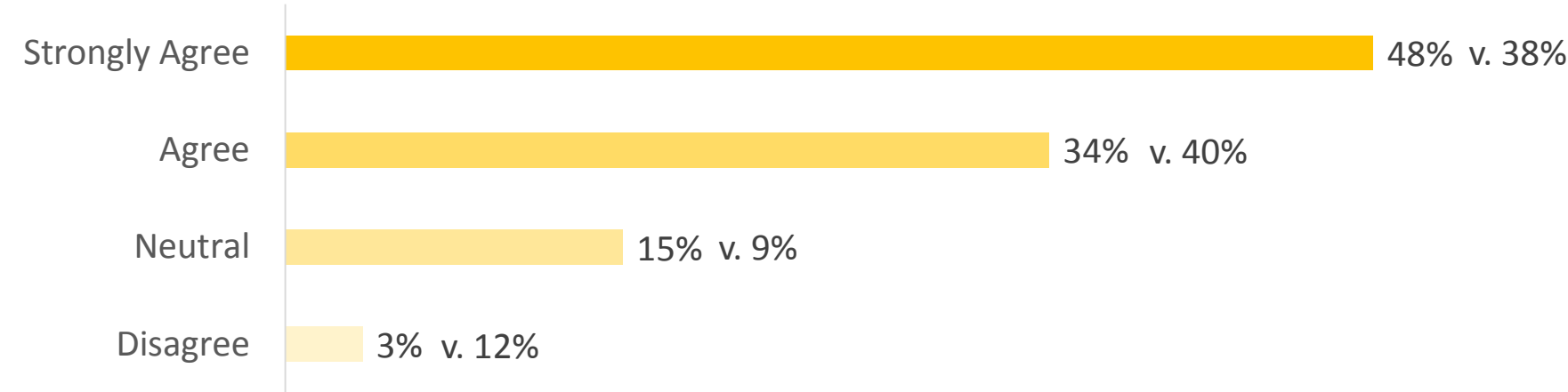
Respondent Characteristics

<u>Gender</u>	<u>2018</u>	<u>2016</u>	<u>Tenure</u>	<u>2018</u>	<u>2016</u>
Male	46%	48%	Homeowners	83%	64%
Female	54%	52%	Renters	17%	33%
<u>Age</u>			<u>Years in RC</u>		
65 and older	38%	14%	More than 20 years	46%	27%
40 to 64	32%	38%	6 to 20 years	36%	49%
Under 40	30%	46%	5 years or less	19%	24%
<u>Income</u>			<u>Race</u>		
Above \$100,000	29%	18%	Caucasian	60%	51%
76,000 to \$100,000	25%	10%	Asian American	14%	11%
51,000 to \$75,000	33%	20%	Latino/Hispanic	13%	20%
Less than \$51,000	13%	37%	African American	9%	9%

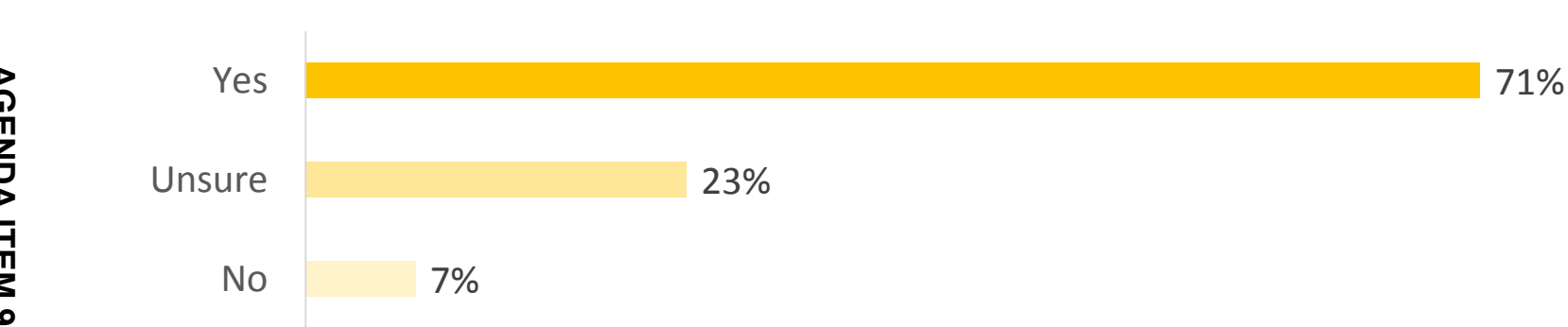
Perceptions of Living in Rancho

Part 1 of 2

Can you have a good quality of life living in Rancho Cordova?



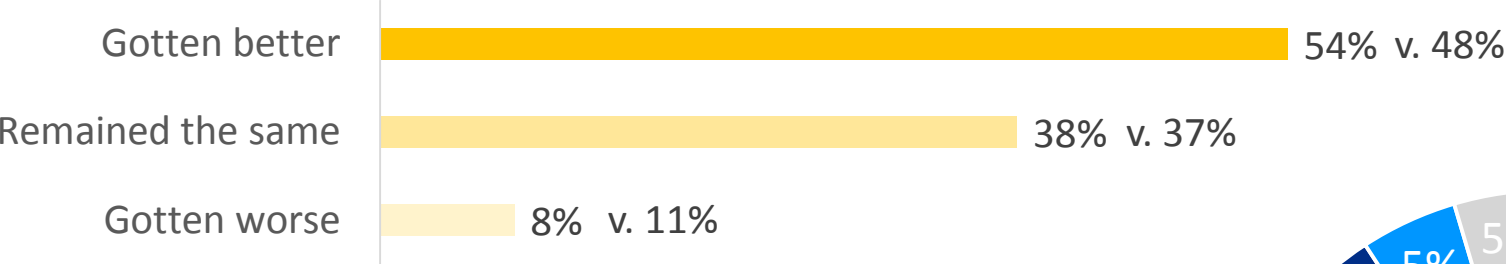
Would you recommend living in Rancho Cordova to a friend?



Perceptions of Living in Rancho

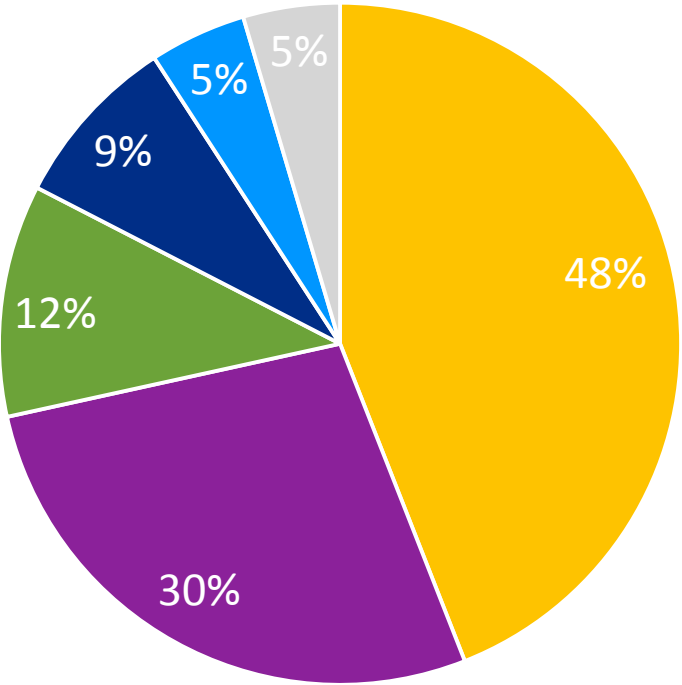
Part 2 of 2

Has the image of Rancho Cordova gotten better in the last 2 years?



What has gotten better?

- Streets and infrastructure
- Less crime/good police/less homelessness
- Cleaner City/modernization
- Attracting quality businesses
- Community Events
- Other



Ratings on City Service Attributes

Part 1 of 3

How well is the City providing the following service?

Garbage, yard waste, curbside recycling pick-up



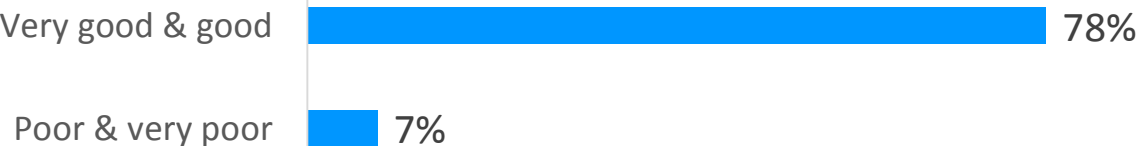
Providing police protection in your neighborhood



Repairing and resurfacing City streets



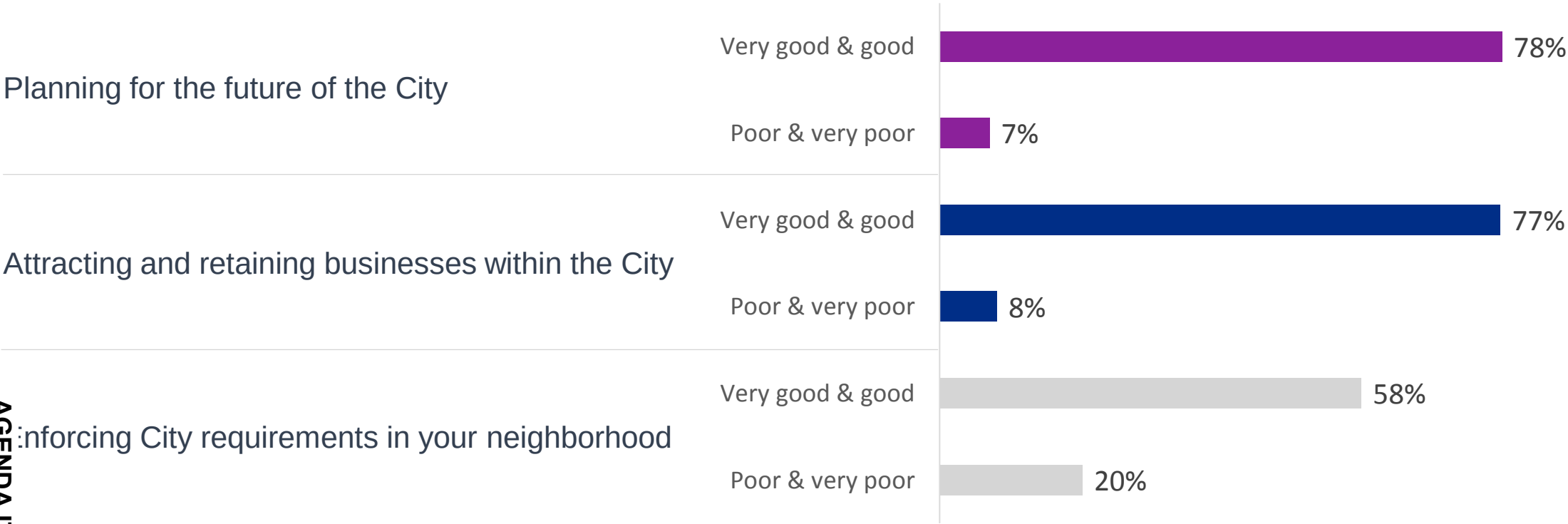
Maintaining the streets, including cleanliness, lighting and landscaping



Ratings on City Service Attributes

Part 2 of 3

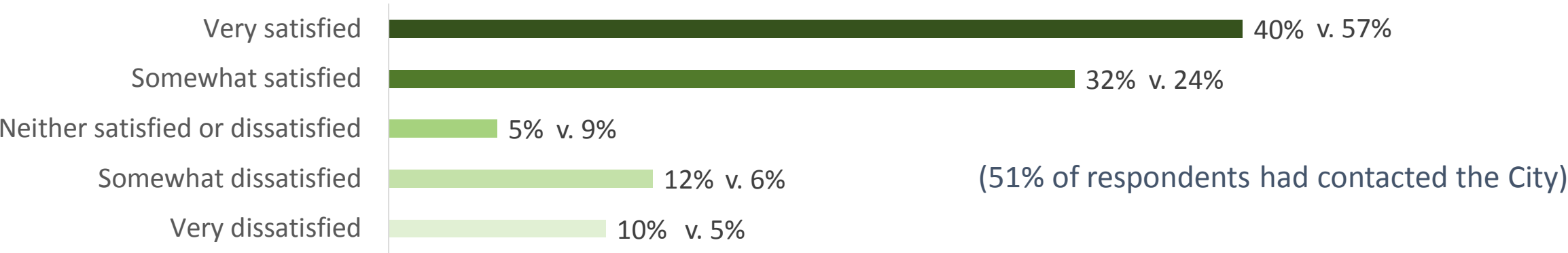
How well is the City providing the following service?



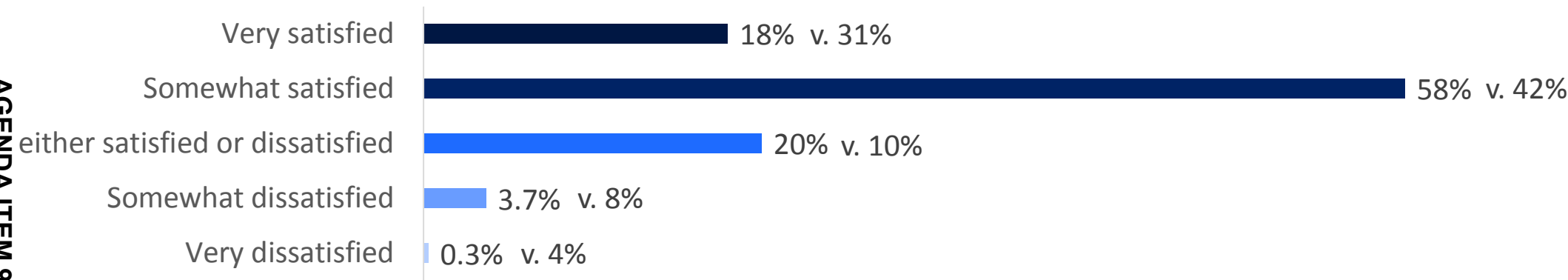
Ratings on City Service Attributes

Part 3 of 3

If you have contacted the City, how satisfied were you with the customer service you received?

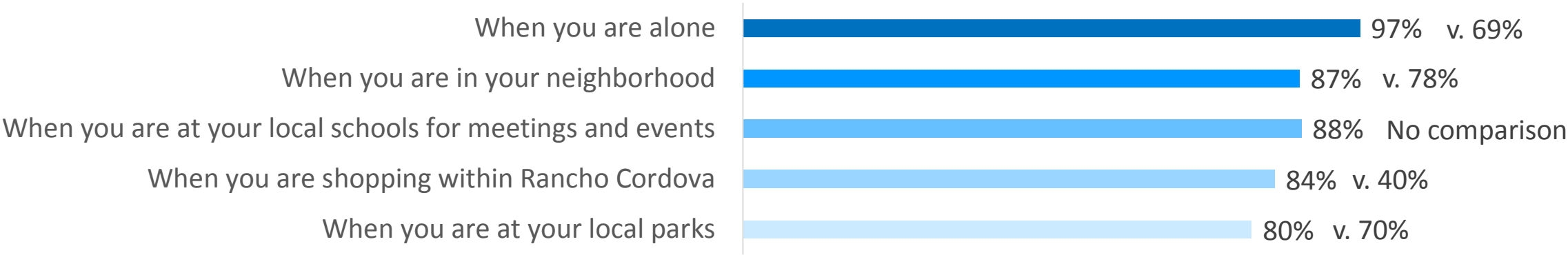


Overall how satisfied are you with the City services provided?

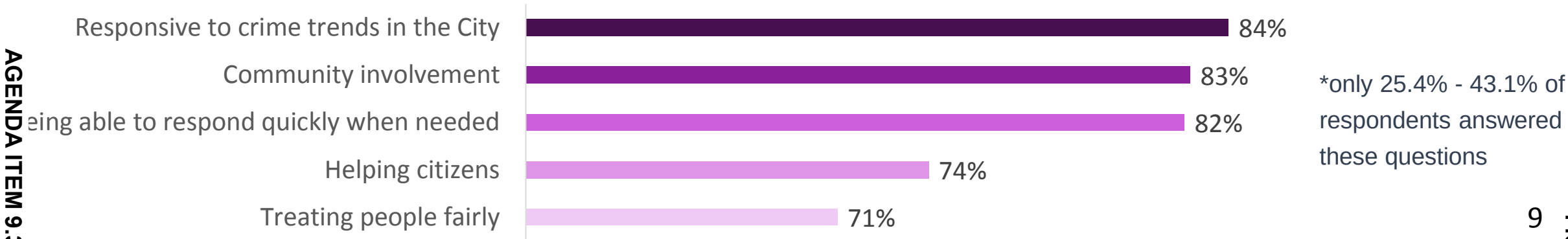


Perceptions of Safety and Ratings of RC P

How safe do residents feel when they are in particular situations? (responses below reported Very safe or Somewhat safe)

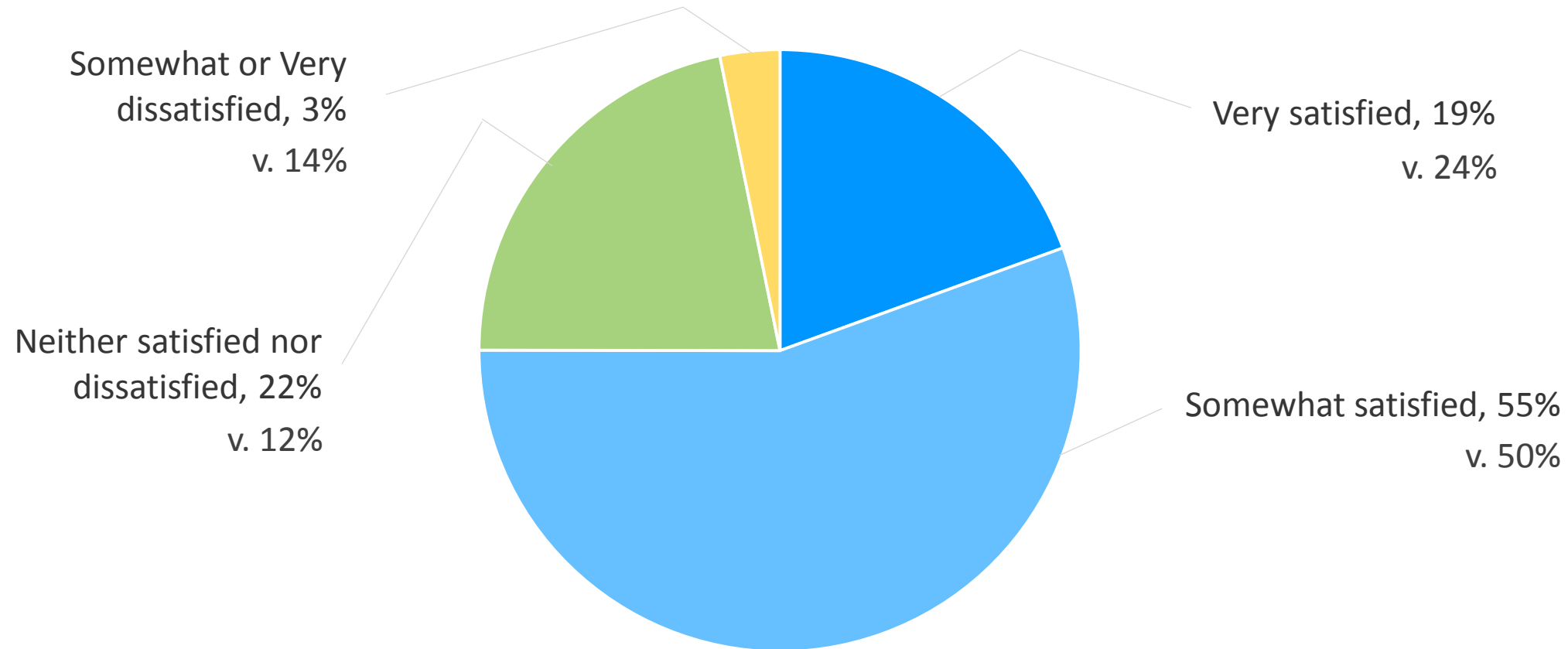


How would you rate the Police Department on the following metrics?* (responses below reported Very Good & Good)



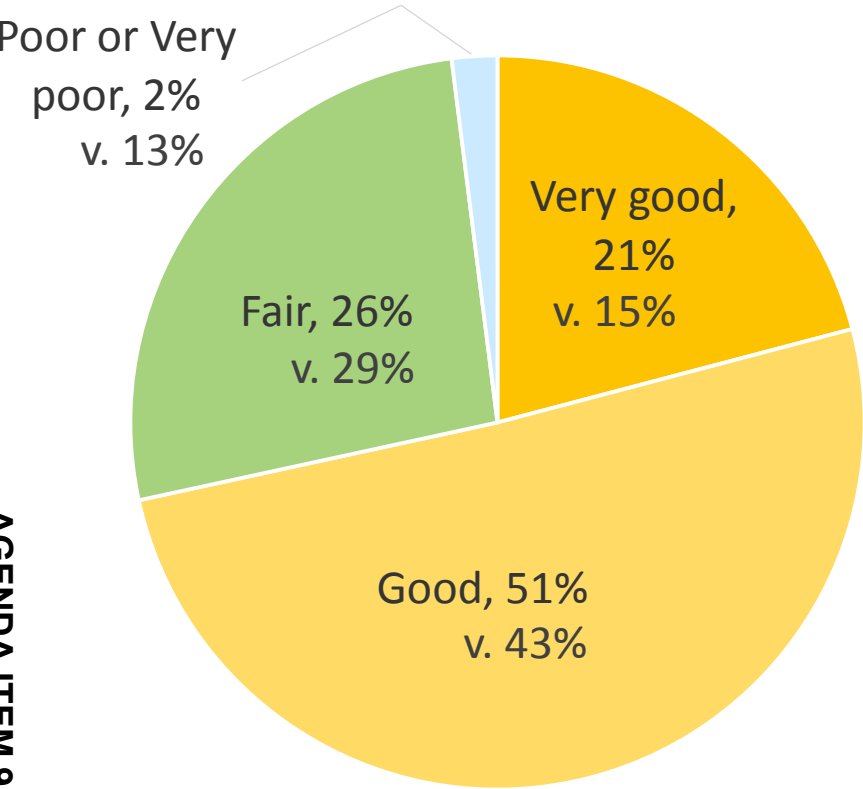
City Responsiveness to Resident Concerns

How satisfied are you that the City tries to be responsive to the well-being and concerns of its residents?

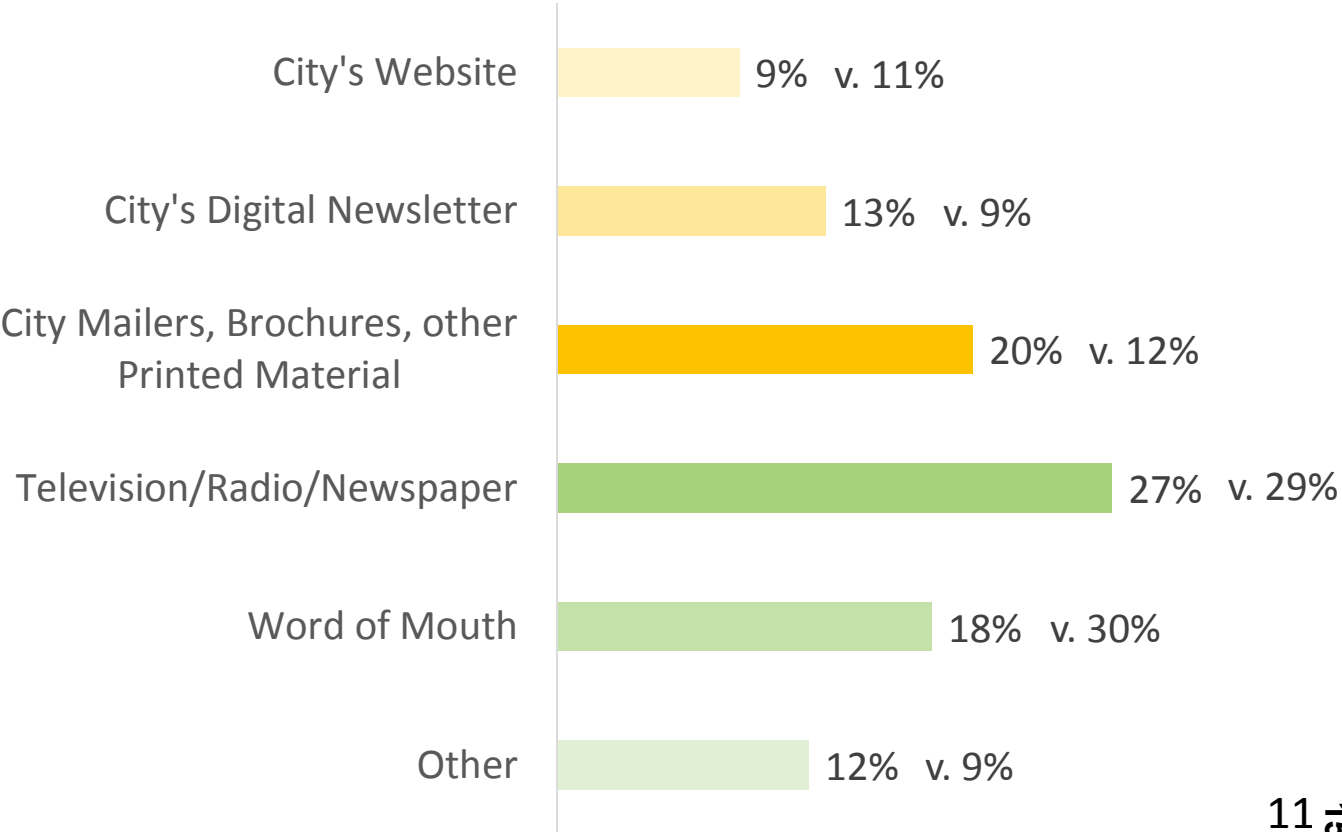


Information

How well does the City inform residents about programs and services?



What is your main source of information about what Rancho Cordova is doing in your community?



Summary and Conclusions

The overall finding of this survey was that **residents are happier and more satisfied than they were in 2016**

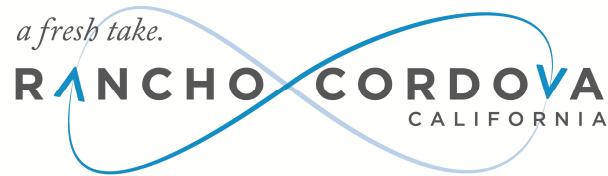
Generally:

- Quality of life perceptions have improved
- The image of Rancho Cordova has improved
- City services ratings have improved
- Residents continue to feel safe, less safe during evening hours
- Increased numbers of residents receive information from City materials and media

Areas indicated for additional work or exploration

Parked cars, unmaintained yards and homeowner education on code enforcement

Resident satisfaction when contacting the City



CITY COUNCIL MEETING

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

Monday, August 20, 2018

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

DRAFT MINUTES

1. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Mayor Budge called the regular meeting to order in the David B. Roberts Council Chamber at 5:38 PM.

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

Council Members Absent: None.

Staff Members Present: Abhar, Downton, Goulart, Harriman, Hartley, Haven, Huber, Leitner, Lewis, Lindgren, Norton, Quynn, Simpson, Sosa, Sparkman, Stricker, Weber.

2. METRO CABLE TV TELEVISION ANNOUNCEMENT

The City Clerk read the meetings recordings and playback schedule.

3. PLEDGE OF ALLEGIANCE

Larry Ladd led the pledge.

4. INVOCATION

Bishop Uati Suafoa from Mather Ward, The Church of Jesus Christ Latter-day Saints gave the invocation.

5. PRESENTATIONS

- 5.2 Regional Economic Update Presented by Barry Broome, President and CEO of the Greater Sacramento Economic Council.

- 5.1 Proclamations Recognizing Ulices and Moises Buenrostro for Their Heroic Actions Within the City of Rancho Cordova.

6. PUBLIC COMMENT

Mayor Budge opened the public comment period. The following people addressed the Council:

1. Walt Myers
2. Larry Ladd
3. J.R. Mack
4. Kim Dean - Council Member Terry asked that staff reach out to the Vintage Fair Apartments regarding their response to the fire and come back in 30 days with an update.
5. RJ Baroumand and Chris
6. Debbie Cady
7. Jim Van Eck
8. Diann Rogers

Mayor Budge closed the public comment period.

7. COUNCIL REPORTS

Council reported on events since the last meeting.

8. CITY MANAGER'S REPORT

City Manager Cyrus Abhar gave his report.

9. CONSENT CALENDAR ITEMS - ROLL CALL VOTE

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

- 9.1 **Subject:** Meeting Minutes from the August 6, 2018 and August 14, 2018 Regular and Special City Council Meetings.
- 9.2 **Subject:** A Resolution Approving the Final Map of Anatolia IV Village 2, Subdivision No. FM 2017-002-02, and Executing the Subdivision Improvement Agreement Contract No. 156-2018.
Recommendation: Adopt the Resolution.
Result of Recommended Action: Approval of this recommended action will result in the city entering into a Subdivision Improvement Agreement Contract No. 156-2018 (Attachment 2) guaranteeing the construction of public roads and utilities with Lennar Homes of California, Inc. and the recording of the final subdivision map creating 84 new

residentially zoned lots located on the southwest corner of the extension of Chrysanthy Drive and Rancho Cordova Parkway.

Staff Report: Albert Stricker, Public Works Director and Marilyn Phelps, Assistant Land Surveyor.

Advances Goals: 1 and 2.

- 9.3 **Subject:** A Resolution Approving the Final Map of Creekside Commerce Center, Subdivision No. FM 2018-003-01, and Execute the Subdivision Improvement Agreement Contract No. 157-2018.

Recommendation: Adopt the Resolution.

Result of Recommended Action: Approval of this recommended action will result in the City entering into a Subdivision Improvement Agreement, Contract No. 157-2018 (Attachment 2), guaranteeing the construction of public improvements and utilities with 68 Zinfandel JV LLC, and the recording of the final subdivision map creating 8 lots zoned light industrial located at the southwest corner of Zinfandel Drive and North Mather Boulevard.

Staff Report: Albert Stricker, Public Works Director and Marilyn Phelps, Assistant Land Surveyor.

Advances Goals: 1 and 2.

- 9.4 **Subject:** Approve the Final Large Lot Map of Douglas 98 Subdivision No. FM-2018-004-01.

Recommendation: Approve Final Large Lot Map of Douglas 98 Subdivision No. FM-2018-004-01 located on the west side of Grant Line Road approximately 1750 feet south of Douglas Road.

Result of Recommended Action: Approval of this recommended action will result in the recording of the final map creating four large lots.

Staff Report: Albert Stricker, Public Works Director and Marilyn Phelps, Assistant Land Surveyor.

Advances Goals: 1 and 2.

- 9.5 **Subject:** Approve Parcel Map of Subdivision No. FM-2018-002-01, 3277 and 3287 Monier Circle.

Recommendation: Approve Parcel Map of Subdivision No. FM-2018-002-01, 3277 and 3287 Monier Circle; located on the east side of Monier Circle approximately 1200 feet east and south of Sunrise Boulevard.

Result of Recommended Action: Approval of this recommendation will result in the recording of the parcel map creating two separate parcels.

Staff Report: Albert Stricker, Public Works Director.

Advances Goals: 1 and 2.

- 9.6 **Subject:** A Resolution of Intention to Establish the City of Rancho Cordova Grantline 208 Community Facilities District 2018-1, to Levy a Special Tax Therein, and to Incur Bonded Indebtedness in and for the District to Finance the Acquisition and Construction of Certain Public Facilities in and for such District.

Recommendation: Adopt Resolutions.

Result of Recommended Action: Adoption of these Resolutions begins the process of forming the City of Rancho Cordova Grantline 208 Community Facilities District No. 2018-1, with bonded indebtedness in the principal amount not to exceed Thirty Five Million Dollars (\$35,000,000) to pay for certain Public Facilities in and for such Community Facilities District, and sets 5:30 p.m. on October 1, 2018 as the time and date for a public hearing on the matter.

Staff Report: Michelle Mingay, Sr. Finance Analyst.

Advances Goal: 5.

- 9.7 **Subject:** Annexation of the Grantline 208 Subdivision to the City of Rancho Cordova Community Facilities District No. 2013-2 (Police Services).
Recommendation: Adopt Resolution.
Result of Recommended Action: Adoption of the Resolution approves Annexation Map No. 2 for the Grantline 208 Subdivision to Community Facilities District No. 2013-2 (Police Services) (hereinafter “CFD No. 2013-2”), and approves the recording of the Annexation Map and the Notice of Special Tax Lien.
Staff Report: Michelle Mingay, Sr. Finance Analyst.
Advances Goal: 5.
- 9.8 **Subject:** A Resolution Declaring City’s Intention to Impose an Annual Stormwater Utility Fee for the Maintenance of Storm Drainage and Flood Protection Systems for the Douglas 98 project.
Recommendation: Adopt the Resolution designating a time and place for hearing protests in connection with the annual Stormwater Utility Fee for the Douglas 98 project.
Result of Recommended Action: Adoption of the Resolution will declare the Council’s intention to impose the annual Stormwater Utility Fee for the maintenance of the storm drainage and flood protection system for the Douglas 98 project and sets a public hearing for September 4, 2018 on the matter.
Staff Report: Elizabeth Sparkman, Community Development Director and Jeanette Cervantes, Management Technician.
Advances Goal: 5.
- 9.9 **Subject:** Annexation of the Douglas 98 Project to the City of Rancho Cordova Community Facilities District No. 2014-2 (Street, Lighting and Landscape Maintenance).
Recommendation: Adopt Resolution.
Result of Recommended Action: Adoption of the Resolution approves Annexation Map No. 5 for the Douglas 98 Project to Community Facilities District No. 2014-2 (Street Lighting and Road Maintenance) (hereinafter “CFD No. 2014-2”), and approves the recording of the Annexation Map and the Notice of Special Tax Lien.
Staff Report: Elizabeth Sparkman, Community Development Director and Jeanette Cervantes, Management Technician.
Advances Goal: 5.

10. CONSENT PUBLIC HEARING ITEMS - ROLL CALL VOTE

- 10.1 **Subject:** A Resolution Declaring a Protest Hearing and Authorizing the Mailing of Property Owner Ballot Relating to the Imposition of an Annual Stormwater Utility Fee for the Grantline 208 Project.
Recommendation: Adopt the Resolution.
Result of Recommended Action: Adoption of the Resolution will declare the results of the property owner protest and, if there exists less than a majority protest, authorize the mailing of a ballot to the property owner to approve the levy of the fee to pay for maintenance of storm drainage and flood protection systems for the Grantline 208 project. The action also sets 1:30 p.m. on September 5, 2018 in the office of the City Clerk, as the time and date for the ballot tabulation for the matter.
Staff Report: Elizabeth Sparkman, Community Development Director and Jeanette Cervantes, Management Technician.
Advances Goal: 5.

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

11. PUBLIC HEARING ITEMS

NONE.

12. REGULAR CALENDAR ITEMS

- 12.1 **Subject:** A Resolution Authorizing the City Manager to Execute Contract No. 113-2018 with West Yost & Associates, Inc. in an Amount Not to Exceed \$841,622 for the Development of the Stormwater Capital Improvement Program Master Plan.

Recommendation: Adopt the Resolution.

Result of Recommended Action: Adoption of the Resolution will authorize the City Manager to execute Contract No. 113-2018 with West Yost & Associates, Inc. to develop a Stormwater Capital Improvement Program Master Plan (Master Plan) for an amount not to exceed \$841,622.

Staff Report: Albert Stricker, Public Works Director and Allen Quynn, Associate Civil Engineer.

Advances Goals: 1, 2 and 5.

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

- 12.2 **Subject:** Annual Community Development Department Update.

Recommendation: Receive the Community Development Department Annual Update.

Result of Recommended Action: No action will be taken by the City Council. Staff will provide an overview on various projects in development throughout the city.

Staff Report: Elizabeth Sparkman, Community Development Director.

Advances Goals: 1 and 2.

ACTION: Informational item only, no action taken.

- 12.3 **Subject:** Economic Development Department Update, Discussion and Possible Direction on Policies, Strategies and Tools.

Recommendation: Receive an update from the Economic Development Department. City staff will be prepared to answer questions from the City Council.

Result of Recommended Action: If directed to do so by City Council, City staff will return with additional information or discussion items at a future Council meeting.

Staff Report: Curt Haven, Economic Development Director.

Advances Goals: 1 and 2.

ACTION: Informational item only, no action taken.

13. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

14. ADJOURNMENT

Mayor Budge adjourned the meeting at 9:05 PM.

Stacy Leitner, City Clerk

MEMORANDUM

DATE: September 4, 2018

TO: Honorable Mayor and Council Members

FROM: Kim Juran-Karageorgiou,
Administrative Services Director

SUBJECT: Treasurer's Report – June 30, 2018



RECOMMENDATION

This report is informational only. It is recommended that the City Council receive and file the June 30, 2018 Treasurer's Report.

RESULT OF RECOMMENDED ACTION

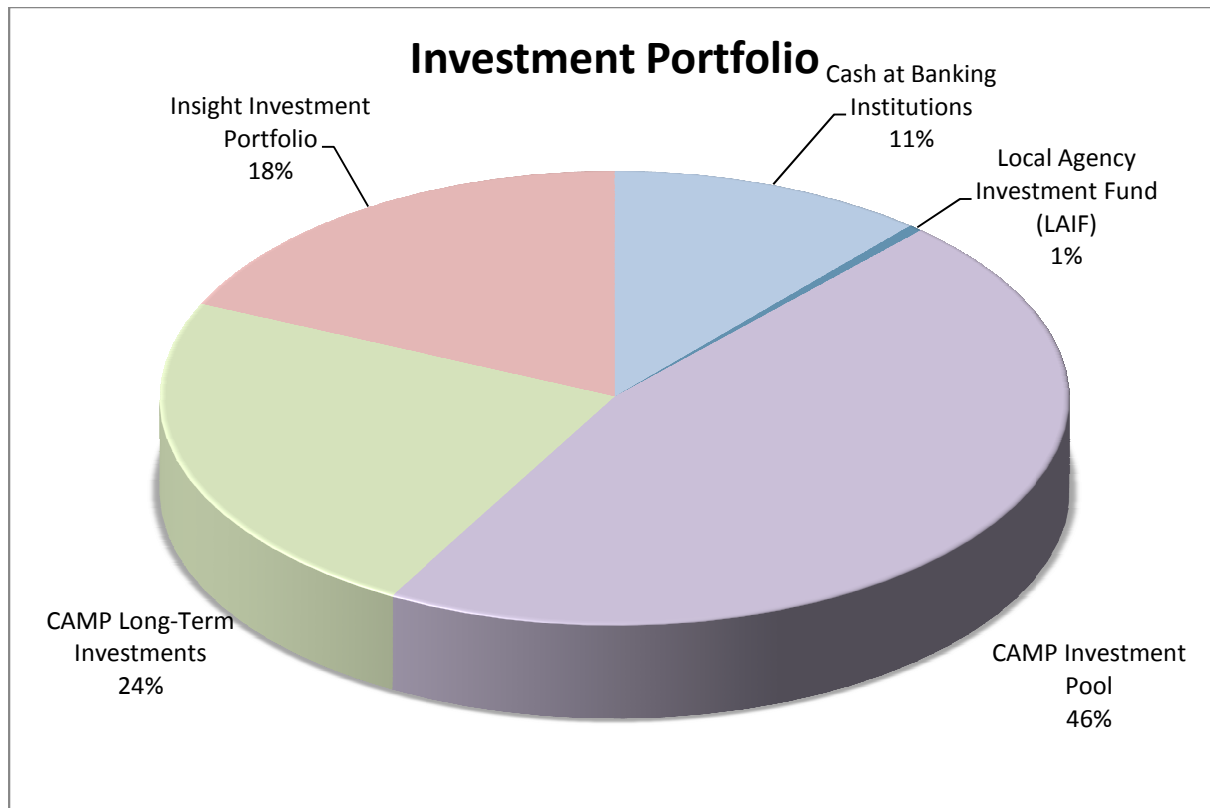
The Treasurer's Report is required to be submitted to the City Council at least quarterly in accordance with California Government Code Section 53600 et. seq. The purpose of the Treasurer's Report is to update the City Council and the public on the status of the City's cash balances and investments, and highlight material changes from one period to another. The scope of this report covers the second quarter of this calendar year, ending June 30, 2018, and is in compliance with the State's reporting requirements.

BACKGROUND

Attached is the quarterly Treasurer's Report for the period ending June 30, 2018. Treasurer's Reports are provided to Council on a quarterly basis.

At March 31, 2018 the value of the City's total portfolio was \$142.7 million. Since that time, the balances increased by \$11.3 million with an ending balance of \$154 million as of June 30, 2018. The funds are held as follows:

Investment Distribution	Par Value	Market Value
Cash at Banking Institutions	\$ 17,534,480	\$ 17,534,480
Local Agency Investment Fund (LAIF)	1,030,029	1,030,029
CAMP Investment Pool	71,643,310	71,643,310
CAMP Long-Term Investments	36,520,868	35,963,786
Insight Investment Portfolio	27,296,784	27,101,523
Total	\$ 154,025,471	\$ 153,273,127



At June 30, 2018 the City's cash balance was allocated by fund type/purpose as follows:

- General Fund: \$33 million
- Community Enhancement Fund: \$8.2 million
- Sunrise Development Impact Fees (restricted for specific improvements needed as a result of development in the area): \$23.1 million
- Transportation Funds: \$43.6 million
- Storm Drain Fund: \$11.3 million
- Capital Projects/Grant/Special Revenue Funds: \$23.9 million
- Agency Funds (monies held on behalf of other agencies): \$10.9 million

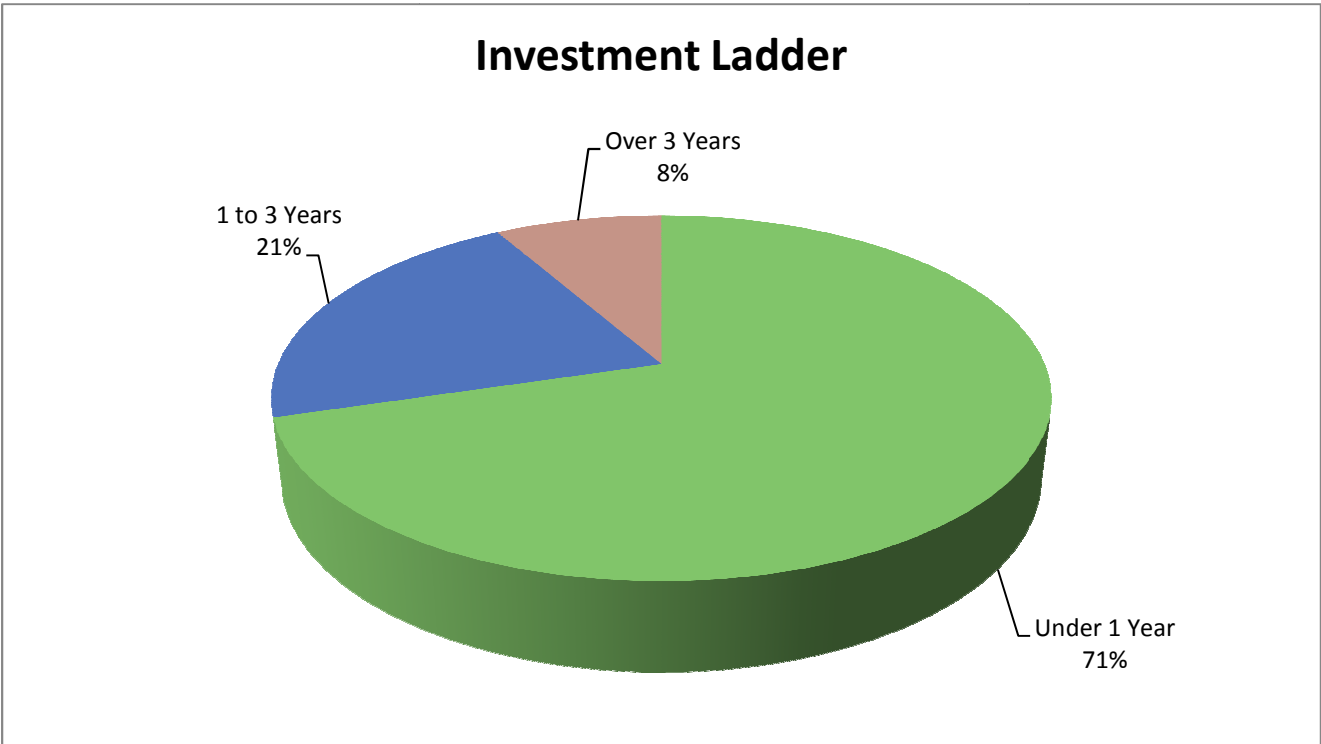
The overall portfolio is well diversified with \$63.8 million invested in marketable securities, \$72.7 million is invested in short-term investments that are considered liquid (LAIF, CAMP, and money markets), and another \$17.5 million is on deposit with our banks, which includes \$10 million on deposit 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. The majority of the portfolio has been kept short to help mitigate the impact of the rising interest rate environment on the overall portfolio.

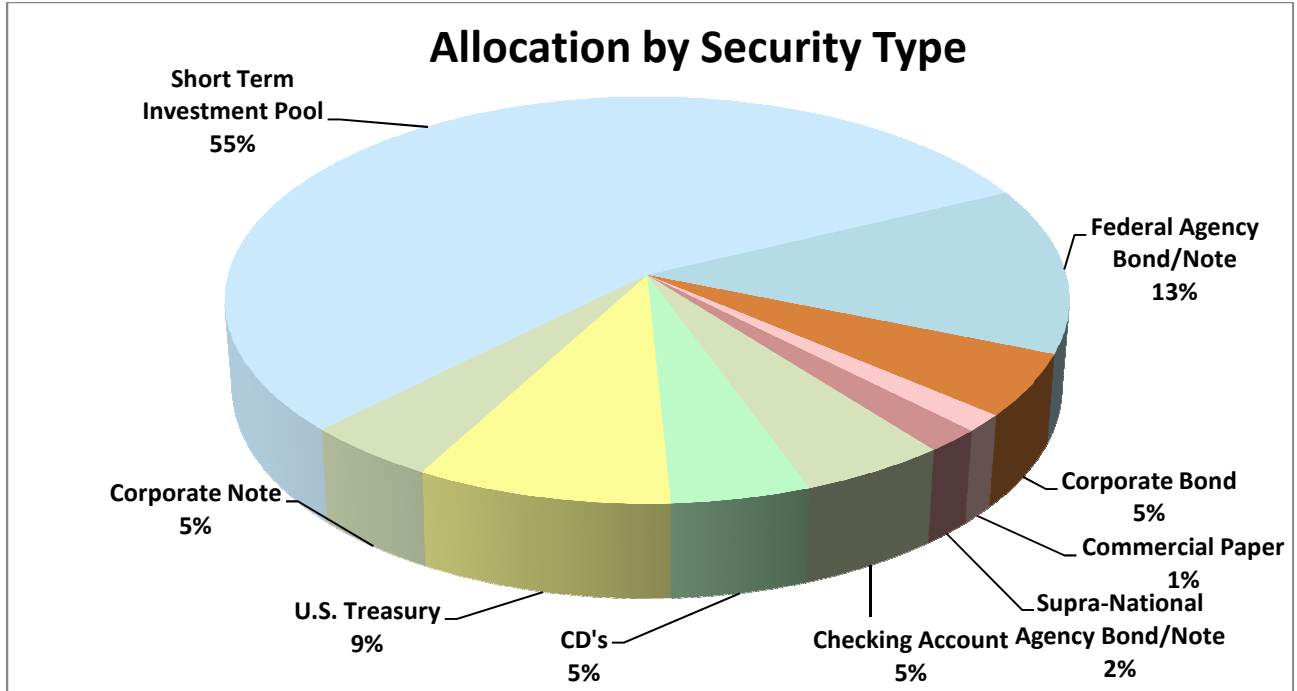
The combination of the June Fed interest rate hike along with trade uncertainty and higher inflation continued to create market uncertainty during the second quarter of the 2018 calendar year. Year-over-year (YoY) inflation, as measured by the personal consumption expenditures (PCE) core price index, reached the Fed's target of 2 percent for the first time since 2012. This continuing market volatility resulted in a decreased market value of the City's investment

portfolio, which is common in a rising interest rate environment. It is important to note the City holds the majority of its portfolio to duration and therefore is less susceptible to these types of market value changes. In addition, the market value does not take into account interest that has been earned on its investments during previous quarters. Overall, it is important that the City maintain a long term view of its investment portfolio.

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:





ATTACHMENT:

1. City of Rancho Cordova Treasurer's Report as of June 30, 2018

**City of Rancho Cordova
Treasurer's Report June 30, 2018**

ATTACHMENT 1

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Security Held	Coupon	Par Value	Cost	Market Value
Wells Fargo Checking		\$ 7,491,045	7,491,045	7,491,045
Wells Fargo Adv Treasury Plus MMF		\$ 21,784	\$ 21,784	\$ 21,784
American River Bank	1.76%	\$ 5,021,263	\$ 5,021,263	\$ 5,021,263
Five Star Bank	1.76%	\$ 5,022,171	\$ 5,022,171	\$ 5,022,171
Local Agency Investment Fund (LAIF)	1.85%	\$ 1,030,029	\$ 1,030,029	\$ 1,030,029
California Asset Management Program (CAMP)	2.05%	\$ 71,643,310	71,643,310	71,643,310
Insight Investment Portfolio				
Toyota Motor Credit Corp	2.1	500,000	510,390	498,880
Cisco Systems Inc	2.125	775,000	783,866	773,060
Chevron Corp.	1.561	400,000	396,308	396,382
Toyota Motor Credit Corp	1.4	1,000,000	1,006,730	989,140
Berkshire Hathaway	2.1	600,000	606,588	596,617
American Express Credit	2.25	500,000	496,930	496,934
John Deere Capital Corp	2.3	400,000	400,264	397,885
Pepsi Co.	1.35	650,000	647,127	639,219
Apple Inc.	1.8	400,000	395,356	395,771
Microsoft Corp	1.85	750,000	751,725	740,768
The Walt Disney Company	1.95	700,000	702,198	688,402
Pfizer Inc	5.2	800,000	857,616	838,934
Federal Home Loan Bank	1.125	750,000	754,133	748,565
Federal Farm Credit Bank	1.29	1,000,000	1,008,840	997,090
Federal Home Loan Bank	1.75	900,000	919,710	898,166
Fannie Mae	1.875	1,000,000	997,760	997,770
Federal Farm Credit Bank	1.16	1,000,000	1,001,870	992,060
Freddie Mac	3.75	800,000	844,704	808,648
Freddie Mac	1.15	1,000,000	989,830	990,530
Federal Farm Credit Bank	1.42	1,000,000	998,942	990,070
Fannie Mae	0.875	2,100,000	2,096,101	2,065,096
Federal Home Loan Bank	2	800,000	797,018	795,768
Freddie Mac	1.5	750,000	750,600	737,880
Federal Farm Credit Bank	2.05	800,000	793,944	794,080
Freddie Mac	1.5	750,000	750,278	736,373
Federal Home Loan Bank	1.375	500,000	497,442	488,430
Federal Farm Credit Bank	1.5	950,000	940,196	927,124
Freddie Mac	1.25	1,100,000	1,087,240	1,088,087
Fannie Mae	1.075	1,000,000	999,500	986,800
U.S. Treasury Notes	0.875	1,000,000	997,813	999,669
USA Treasury	1.375	850,000	846,846	838,943
USA Treasury	1.5	1,000,000	990,000	987,578
USA Treasury	3.375	750,000	763,711	759,023
		27,275,000	27,381,574	27,079,739

CAMP Long-Term Investments

Toyota ABS 2017-BA3	1.76	700,000	699,946	691,258
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**City of Rancho Cordova
Treasurer's Report June 30, 2018**

ATTACHMENT 1

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Security Held	Coupon	Par Value	Cost	Market Value
ALLYA 2017-3 A3	1.74	300,000	299,969	296,586
HAROT	1.79	120,000	119,987	118,081
AMXCA 2017-4 A	1.64	260,000	259,958	257,760
ALLYA 2017-3 A3	1.75	300,000	299,996	295,947
ALLYA 2017-5 A3	1.99	300,000	299,977	296,383
FORDO 20177-C A3	2.01	700,000	699,874	690,110
CCCIT 2017-A3 A3	1.92	700,000	701,869	688,148
TAOT 2018-A A3	2.35	175,000	174,998	173,231
ALLYA 2018-2 A3	2.92	250,000	249,955	249,834
ALLYA 2018-3 A3	3.0	350,000	349,976	349,976
CCCIT 2018-A1 A1	2.49	350,000	349,952	345,570
Canadian Imperial Bank of NY CD	1.76	700,000	699,454	698,170
Nordea Bank Finland NY CD	1.76	700,000	700,000	699,059
Svenska Handelsbanken NY LT CD	1.89	575,000	575,000	572,503
Bank of Montreal Chicage CD	1.88	700,000	700,000	698,696
Sumitomoto Mitsui Bank NY CD	2.05	700,000	700,000	697,024
Skandinav Enskilda Banken NY CD	1.84	700,000	699,727	693,961
MUFG Bank LTD/NY Cert Depos	2.07	350,000	350,000	346,500
Credit Suisse new York Cert Depos	2.67	350,000	350,000	349,987
UBS AG Stamford CT LT CD	2.9	400,000	400,000	401,315
WestPac Banking Corp NY CD	2.05	625,000	625,000	615,109
Swedbank (New York) Cert Depos	2.27	700,000	700,000	685,383
Royal Bank of Canada	3.24	625,000	625,000	629,399
MUFG Bank LTD/NY Comm Paper	0	700,000	691,422	699,175
Credit Agricole CIB NY Comm Paper	0	700,000	693,102	698,452
Dexia Credit Local SA NY Comm Paper	0	700,000	687,118	687,090
John Deere Capital Corp Notes	1.95	130,000	129,992	129,605
Toyota Motor Credit Corp	1.7	120,000	119,986	119,346
American Honda Finance Corp Notes	1.7	110,000	109,978	109,383
Berkshire Hathaway Inc. Notes	1.7	80,000	79,939	79,583
Goldman Sachs Grp Inc	2	415,000	414,734	412,129
Goldman Sachs Grp Inc	2	85,000	84,764	84,412
Citigroup Inc. Corporate Notes	2.05	80,000	79,958	79,359
American Honda Finance	1.2	100,000	99,900	98,450
Burlington Nth Corp	4.7	400,000	441,560	409,049
American Express Credit Corp Notes	1.7	75,000	74,911	73,837
Microsoft Corp	1.85	300,000	299,799	296,167
Toyota Motor Credit Corp	1.95	300,000	299,862	294,839
Home Depot Inc Corp Notes	1.8	175,000	174,899	171,852
American Honda Finance Corp Notes	1.95	70,000	69,929	68,548
Caterpillar Finl Service Note	1.85	275,000	274,769	267,798
Faccar Financial Corp Notes	2.05	150,000	149,987	146,389
Wal-Mart Stores Inc Corp Note	1.9	350,000	349,493	342,908
Branch Banking & Trust (Callable) Notes	2.15	175,000	174,920	170,188
IBM Corp Corp Notes	2.65	350,000	349,829	346,683
American Honda Finance	2.65	75,000	74,895	74,224
National Rural Util Coop	2.9	150,000	149,834	148,884
National Rural Util Coop	2.9	200,000	199,154	198,512
Toyota Motor Credit Corp	2.95	180,000	179,928	179,072
Bank of America Corp Note	2.625	35,000	35,272	34,383
Morgan Stanley Corp Notes	2.5	350,000	351,134	341,841

**City of Rancho Cordova
Treasurer's Report June 30, 2018**

ATTACHMENT 1

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Security Held	Coupon	Par Value	Cost	Market Value
American Express Credit (Callable) Notes	2.25	500,000	502,735	485,866
Hershey Company	3.1	150,000	149,896	150,168
Charles Schwab	3.25	225,000	224,993	225,899
Bank of America Corp (Callable)	2.328	225,000	225,000	219,962
Citigroup Inc. Corp (Callable) Notes	2.9	350,000	354,165	342,869
John Deere Capital Corp Notes	2.65	250,000	248,898	244,617
Bank of America Corp	3.499	90,000	90,000	89,696
JP Morgan Chase & Co.	3.514	350,000	350,000	350,270
FNMA Note	1.5	500,000	498,485	488,642
FHLB Global Note	1.375	525,000	523,315	510,431
FHLMC Agency Notes	1.625	470,000	469,149	459,773
FHLMC Notes	1.875	700,000	699,328	687,065
FHLB Global Note	1.125	700,000	695,743	669,843
FHLMC Series KP03 A2	1.78	177,586	179,357	176,106
Fannie Mae Series 2015-M13	1.646	83,283	84,117	82,856
FNA 2018-MS A2	3.56	265,000	270,271	268,747
FHLMC Multifamily Structured Pool	3.09	200,000	201,703	200,078
Inter-American Devel. Bank Note	1.625	700,000	698,341	688,143
International Bank of Reconstruction and Dev	1.561	850,000	847,960	828,878
Inter-American Development Bank	2.125	700,000	706,488	690,585
International Finance Corporation	2.635	350,000	349,738	346,963
Inter-American Devel. Bank Note	2.625	215,000	214,527	213,968
U.S. Treasury Notes	1.25	100,000	98,746	97,953
U.S. Treasury Notes	2	650,000	672,242	642,713
U.S. Treasury Notes	1.375	550,000	556,123	536,335
U.S. Treasury Notes	1.75	150,000	154,717	146,959
U.S. Treasury Notes	2	235,000	243,491	231,337
U.S. Treasury Notes	1.375	550,000	539,086	531,459
U.S. Treasury Notes	1.375	1,250,000	1,217,529	1,206,299
U.S. Treasury Notes	2	1,000,000	1,010,898	980,508
U.S. Treasury Notes	2	1,150,000	1,156,963	1,127,584
U.S. Treasury Notes	2	1,200,000	1,203,609	1,176,610
U.S. Treasury Notes	1.25	600,000	588,492	573,235
U.S. Treasury Notes	1.875	450,000	435,621	436,658
U.S. Treasury Notes	1.875	900,000	888,574	873,317
U.S. Treasury Notes	1.875	700,000	692,727	679,246
		36,520,868	36,514,731	35,963,786
TOTAL		154,025,471	154,125,907	153,273,127

MEMORANDUM

DATE: September 4, 2018

TO: Honorable Mayor and Council Members

FROM: Stacy Leitner, City Clerk



SUBJECT: A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT AMENDMENT NO. 51-2018-1 WITH KAIZEN INFOSOURCE TO EXTEND THE CONTRACT TERM TO JUNE 30, 2020 AND INCREASE THE CONTRACT AMOUNT FROM \$69,000 TO AN AMOUNT NOT TO EXCEED \$183,175 FOR ELECTRONIC CONTENT MANAGEMENT SYSTEM AND AGENDA MANAGEMENT SOFTWARE CONSULTING SERVICES

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution will authorize the City Manager to execute Contract Amendment No. 51-2018-1 with Kaizen InfoSource. This will extend the contract term to June 30, 2020 and increase the initial contract amount from \$69,000 to an amount not to exceed \$183,175.

BACKGROUND

The City is in the process of selecting an Electronic Content Management (ECM) software vendor to replace existing software that is no longer supported. The new system will provide an efficient way for City staff to secure, store and access electronic records while also automating the records retention schedule. Over the past six months, Kaizen InfoSource has assisted with the development of the ECM Request for Proposal (RFP) and vendor selection process, the evaluation of scanning and storage processes for city records, and the completion of pre-ECM implementation activities. With the upcoming selection of an ECM vendor, the city would like to extend the contract term and increase the scope of work for the Kaizen InfoSource agreement.

The new scope of work (Attachment 2, Exhibit A) will provide consulting services to assist city staff in many areas, such as:

1. ECM software implementation
2. Conversion of documents from current systems, drives and email
3. Design and establishment of a public portal for City records
4. Records and information management activities

In addition, Kaizen InfoSource will assist with the development of specifications for Agenda Management Software RFP to replace unsupported technology. The City's current software has limitations with video streaming, public accessibility to the council agenda packet, and ADA

resources. The City plans to issue an RFP for software and support services to address these shortcomings.

FISCAL IMPACT

There are sufficient funds available in the City's budget for the cost of the proposed contract.

ATTACHMENTS

1. Resolution
2. Contract Amendment 51-2018-1
3. Original Contract 51-2018

ATTACHMENT 1**CITY OF RANCHO CORDOVA****RESOLUTION NO. XXX-2018**

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT AMENDMENT NO. 51-2018-1 WITH KAIZEN INFOSOURCE TO EXTEND THE CONTRACT TERM TO JUNE 30, 2020 AND INCREASE THE CONTRACT AMOUNT FROM \$69,000 TO AN AMOUNT NOT TO EXCEED \$183,175 FOR ELECTRONIC CONTENT MANAGEMENT SYSTEM AND AGENDA MANAGEMENT SOFTWARE CONSULTING SERVICES

WHEREAS, the City of Rancho Cordova is currently in the process of selecting a vendor for a new Electronic Content Management (ECM) System to replace the existing system which is no longer supported; and

WHEREAS, a new ECM system will provide an efficient way to secure, store and access electronic records while also automating the Records Retention Schedule, and;

WHEREAS, the City has also identified the need to issue a Request for Proposal (RFP) for new agenda management software solution as the current system is unsupported, labor intensive and error prone, and;

WHEREAS, the City has been working with Kaizen InfoSource for consulting services related to the development of the ECM Request for Proposal, Records Retention Schedule, and ECM vendor selection; and

WHEREAS, with the upcoming selection of an Electronic Content Management Software vendor, the City has identified the need to extend the term and increase the scope of the existing contract; and

WHEREAS, the scope of the amended contract will provide city staff assistance in many areas, some of which include: the ECM software implementation, the conversion of documents from current systems, drives and email, the design of a public portal, and the development of an agenda management system RFP; and

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

WHEREAS, there are sufficient funds budgeted to cover the costs of the contract; and

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

Section 1 The City Council authorizes the City Manager, or his designee, on behalf of the City, to execute Contract Amendment 51-2018-1 with Kaizen InfoSource in an amount not to exceed \$183,175 and in a form approved by the City Attorney, and to execute such other instruments and take such other actions as may be necessary or appropriate to carry out the intent of this Resolution.

ATTACHMENT 1

Section 2 The above recitals are true and correct. The City Clerk shall certify to the passage and adoption of this Resolution, and the minutes of this meeting shall so reflect the above City Council action.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 4th day of September, 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Linda Budge, Mayor

ATTEST:

Stacy Leitner, City Clerk

ATTACHMENT 2
CONTRACT NO. 51-2018-1

**FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF RANCHO CORDOVA AND KAIZEN INFOSOURCE LLC**

This First Amendment to the Agreement for Professional Services ("Amendment") is made by and between the City of Rancho Cordova ("City") and Kaizen InfoSource ("Professional") as of September 4, 2018. City and Professional are hereinafter collectively referred to as the "Parties."

RECITALS

WHEREAS, the Parties entered into a Professional Services Agreement ("PSA") dated April 4, 2018 for the purpose of providing consulting services for Agenda Management and Electronic Content Management software; and

WHEREAS, this Amendment will extend the term of the contract to June 30, 2020 and shall provide to City the services described in the Scope of Work attached as Exhibit A and increase the contract amount accordingly; 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. The Parties agree to modify the end date of the PSA from December 31, 2018, to June 30, 2020. The first sentence of Section 1.1 of the PSA, "Term of Service," is amended to read as follows:

"The term of this Agreement shall begin on the date first noted above and shall end on June 30, 2020, and 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 in Section 8."

2. Section 2 of the PSA, "Compensation," provides for the City to pay Professional a sum not to exceed \$69,000. 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 Seventy-Nine Thousand Dollars (\$183,175), notwithstanding any contrary indication that may be contained in Professional's proposal, for services to be performed and reimbursable costs incurred under this Agreement."

3. The document entitled "Scope of Work," attached hereto as Exhibit A, shall replace and supersede the PSA's Exhibit A.

ATTACHMENT 2
CONTRACT NO. 51-2018-1

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.
6. **Contract Administration.** This Agreement shall be administered by Stacy Leitner ("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:

Pilar McAdam and Helen Streck
Kaizen InfoSource
1541 Stoner Ave. #4
Los Angeles, CA 90025

Email Address (for Insurance Update Requests):

hstreck@2kaizen.com

Any written notice to City shall be sent to:

Stacy Leitner
City of Rancho Cordova
2729 Prospect Park Drive
Rancho Cordova, CA 95670

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

CITY OF RANCHO CORDOVA

PROFESSIONAL

Cyrus Abhar, City Manager

Pilar McAdam, Partner

Date: _____

Date: _____

Attest:

Stacy Leitner, City Clerk

Date: _____

Approved as to Form:

Adam Lindgren, City Attorney

Date: _____

ATTACHMENT 2
Exhibit A**STATEMENT OF WORK**
ECM Implementation Project Support

This Statement of Work is hereby submitted between City of Rancho Cordova, California (the "**City**") and Kaizen InfoSource LLC ("**Kaizen**"). The Company and the City hereby agree to the terms and conditions set forth below.

The Company will perform the Services and develop, deliver and assure the quality of the Deliverables and Services specified below, as applicable, in accordance with the terms of this Statement of Work and of the Agreement. All terms and provisions of the Agreement shall apply to this Statement of Work, except to the extent expressly set forth in this Statement of Work.

I. Scope of Project

The scope of this Statement of Work for the period of September 28, 2018 through December 31, 2019 includes the following tasks:

- A. Facilitate ECM Software Implementation
- B. Facilitate the conversion of SIRE documents to ECM
- C. Design and establish public portal
- D. Facilitate and support a Records Review Day
- E. Develop and facilitate the Request for Proposal for Agenda Management System
- F. Develop a plan for the migration of documents from shared drives and email

II. Assumptions

- A. Assumption 1. City has made the selection on a software vendor.
- B. Assumption 2. City has identified a system administrator

III. Services

The Company will perform the following Services/Tasks:

In the table below is the list and order of milestones and deliverable for this SOW. The work for the scope of tasks will be implemented over a course of the period of performance.

ATTACHMENT 2

Exhibit A

Task No	Description	Est. Hours
1	Facilitate ECM Software Implementation	
1a.	Coordinate vendor and client correspondence throughout implementation	25
1b.	Facilitate and project manage configuration with vendor and using file plans	60
1c.	Coordinate developing testing script and facilitate user acceptance testing	15
1d.	Coordinate end user and power user training	10
1e.	Document forms and workflows (up to 5)	30
1f.	Close out through Go Live – Wrap up	8
2	Conversion of SIRE documents to ECM	
2a.	Review and analyze existing SIRE document metadata	35
2b.	Determine and document mapping of SIRE metadata to new ECM folder plans metadata fields	40
2c.	Coordinate with vendor and City to identify and resolve discrepancies	20
3	Set Up Public Portal	
3a.	Identify folders to be displayed on Public Portal	4
3b.	Coordinate vendor and City to finalize Public Portal landing page, and search forms	12
3c.	Test portal site, coordinate with vendor any changes/edits	8
4	Facilitate Records Review Day – September 28	
4a.	Develop messaging to staff	4
4b.	Coordinate message delivery times with Clerk's Office	4
4c.	Facilitate and attend activities	15
5	Agenda Management	
5a.	Develop, issue and facilitate RFP through vendor selection	90
5b.	Assist with contract negotiations	20
5c.	Coordinate vendor and client correspondence throughout implementation	25
5d.	Facilitate and project manage configuration	40
5e.	Draft new process workflows and procedures (2)	30
5f.	Facilitate/coordinate end user training and training materials	10
5g.	Close out through Go Live – Wrap up	8

ATTACHMENT 2 Exhibit A

Task No	Description	Est. Hours
6	Planning for Share Drives and Email document migration	
6a.	Conduct an evaluation of the contents of shared drive and decide what should move to ECM	25
6b.	Write high level approach/plan for City staff to move documents from shared drive	25
6c.	Develop protocol for timing out shared drives, personal drives, and email	30
	Total Estimated Hours	593

IV. Project Staffing

- A. Company Project Manager: Helen Streck
- B. Other key Project Personnel:

NAME	ROLE
Pilar McAdam	Consultant
Jessica Ordich	Consultant

V. Term and Termination

Begin date: September 28, 2018

Completion date: December 23, 2019

VI. Fees

Time-and-Materials Rates: All work will be on time and materials billing. Only actual hours worked will be billed to the City. The hourly rate for this work is \$175. Expenses are billed separately, estimated at \$10,400, and are in addition to the billed hours. The total project shall not exceed \$114,175.00.

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**PROFESSIONAL SERVICES AGREEMENT BETWEEN
THE CITY OF RANCHO CORDOVA AND
KAIZEN INFOSOURCE LLC**

THIS AGREEMENT for professional services is made by and between the City of Rancho Cordova, a California municipal corporation ("City"), and Kaizen Infosource, a California Limited Liability Corporation ("Kaizen" or "Professional") as of April 4th, 2018.

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 Work 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 31st, 2018, 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 \$69,000.00, 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 A, 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.

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- 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 **Final Payment.** City shall pay the last 10% of the total sum due pursuant to this Agreement within sixty (60) days after completion of the services and submittal to City of a final invoice, if all services required have been satisfactorily performed.
- 2.4 **Total Payment.** City shall pay for the services to be rendered by 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 A.
- 2.6 **Reimbursable Expenses.** Reimbursable expenses, if any, are set forth in Exhibit A, and shall not exceed five thousand dollars (\$5,000.00). Expenses not listed in Exhibit A 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

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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.

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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

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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

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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

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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.** Notwithstanding Sections 5.1 and 5.2, 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 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

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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 45 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.

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- 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

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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,

CONTRACT NO.: 51-2018

- 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 Rod Van Buskirk ("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:
 Pilar McAdam
 Kaizen Infosource
 1541 Stoner Ave. #4
 Los Angeles, CA 90025
 Email Address (for Insurance Update Requests)
hstreck@2kaizen.com
 Any written notice to City shall be sent to:
 Rod Van Buskirk
 City of Rancho Cordova
 2729 Prospect Park Drive
 Rancho Cordova, CA 95670
- 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.
- NOT APPLICABLE

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 A, 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.
- 10.14 State of California Form 590.** Professional shall complete and submit State of California Form 590 to the City before execution of this Agreement. The City's Finance Director shall have authority to waive this requirement.

CONTRACT NO.: 51-2018

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.

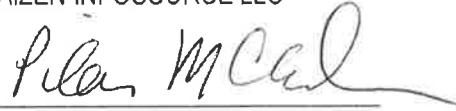
CITY OF RANCHO CORDOVA

KAIZEN INFOSOURCE LLC



Cyrus Abbar, City Manager

Date: 4/17/18



Pilar McAdam, Partner

Date: 4/4/2018

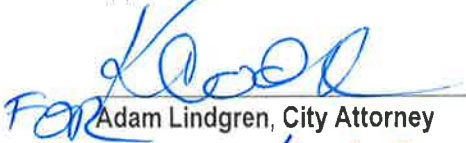
Attest:



Stacy Leitner, City Clerk

Date: 4/17/18

Approved as to Form:


For Adam Lindgren, City Attorney

Date: 4/16/18



EXHIBIT A STATEMENT OF WORK 2018

STATEMENT OF NEED

This Statement of Work (SOW) details the activities and deliverables that Kaizen InfoSource LLC ("Kaizen") will perform and deliver to the City of Rancho Cordova (the "City") in enabling the City to use technology to store and manage content and records to meet the objectives of modernizing the City's operations. This SOW defines the work of Kaizen InfoSource and lists the deliverables in achieving the vision.

PROPOSED TASKS AND DELIVERABLES

The phases and tasks are as follows:

Task 1 - Draft a Resolution for the Council's Adoption of the City's Retention Schedule and Records and Information Management (RIM) Policy

Kaizen will draft a Resolution for the City in order for the City Council to adopt the Retention Schedule and the Records and Information Management (RIM) policy previously developed for the City's RIM program. Kaizen will assist the City Clerk's Office in preparing an Agenda Report for a City Council meeting. The adoption of these governance documents is recommended by the State as the first step in establishing a Trusted System.

Deliverable: Draft Resolution and Assistance with the Agenda Report
Estimated Time: The estimated time to complete this task is three to five days.

Task 2 – Conduct a workshop with the City's Leadership Team to review the Retention Schedule and the RIM policy

Task 2 ensures that the City's Leadership Team achieves full understanding of the foundational elements of sound content/records management, and that the Leadership Team is committed to implementing the practices and systems required to enable and maintain effective content/records management. It is expected that this workshop would be conducted by Kaizen InfoSource in collaboration with the City Clerk, Assistant City Clerk, and the Business Systems Analyst.

Deliverables: Pre-workshop review of hand-outs and/or presentation materials by the City; 45-50-minute presentation to the Leadership Team, followed by a 30-40 minute facilitated round-table discussion with the Leadership Team.
Estimated Time: The estimated time to complete the development of the presentation materials is two weeks, and the delivery of the presentation to the Leadership Team is one day. [This task will be conducted on-site during the same timeframe as the work that is proposed for Task 3.]

Task 3 – Conduct Staff Training on the Retention Schedule and the Records and the RIM policy

Task 3 provides the necessary City Staff training required for effective and efficient use of the Retention Schedule and the RIM policy.



EXHIBIT A STATEMENT OF WORK 2018

Deliverables: Two training sessions, on back-to-back workdays, to ensure that all Staff have an opportunity to learn about the purpose/need, value/benefits, use, and implications of the new Retention Schedule and RIM policy.

Estimated Time: The estimated time to develop the training materials is one to two weeks and the delivery of training to staff is two days. [This task will be completed during the same timeframe as the on-site work that is proposed for Task 2.]

Task 4 - In collaboration with City, refine the Business and Functional Specifications for an Electronic Content Management / Records Management System (ECM/RMS) and Draft an RFP for Release by the City.

Task 4 includes a series of activities needed to refine the business and functional specifications and the Request for Proposal (RFP) for the selection and procurement of an Electronic Content Management / Records Management System.

- 1) Meet with the City Clerk, Assistant City Clerk, and Business Systems Analyst to complete the following:
 - a. Review the existing requirements and RFP developed by the City and achieve a mutual understanding of the objectives of the Electronic Content Management / Records Management System;
 - b. Evaluate the need for adding new/extended business and functional requirements for a Media Library (i.e., a Digital Asset Management solution) and a City Council Agenda and Meeting Management solution and draft recommended system requirements for these additional features;
 - c. Confirm priorities (and potential implementation phasing) of System elements;
- 2) In collaboration with the City, assist with the development and issuance of the RFP for the Electronic Content Management / Records Management System; identify the short-list of top software vendors, VARs and/or systems implementers; draft responses that address vendor questions on the RFP; provide vendors a specific list of Proof-of-Capabilities (Script) which must be demonstrated during the Selection Interviews/Demos; communicate evaluation procedures to the City's Task Force for this initiative.

Deliverables: Business and Functional Specifications, Recommended Changes, Draft RFP, Draft Response to Vendor Questions, Draft Proof-of-Capabilities List (Script) for the Selection Interviews/Demonstrations, Draft Evaluation Guidelines for the Task Force members.

Estimated Time: The estimated time to complete Task 4 is two to three months.

Task 5 – Develop the File Plans and Metadata Requirements for key City business processes (Post-Selection / Pre-Implementation Phase of the ECM/RMS initiative)

Kaizen will meet with the City's Task Force and will meet separately with representatives from each department to capture their file plan(s) and ECM/RMS document metadata requirements, working to standardize document metadata for business processes across all departments. This information will be



EXHIBIT A STATEMENT OF WORK 2018

utilized during the implementation planning, implementation, and/or configuration of the ECM/RMS, for integration with other City business systems, and for development of document scanning requirements.

Deliverables: Draft and Final City File Plans and Standardized Metadata Requirements for Each Department (and/or Business Process Domain), including requirements for Land/Permitting Management, Licensing/Regulatory Management, Public Works Infrastructure Asset Management, City Council Agenda and Meeting Management, Digital Asset Management, Financial Management, HR Management and Economic Development.

Task 6 – Review Scanning and Storage Services and Procedures

Kaizen will review existing practices related to the use of contracted records scanning and storage services and identify improvements that the City needs to implement to better protect and manage these assets, and for effective integration with the ECM/RMS. Kaizen will also review new practices, associated with the utilization of new Land/Permitting/Licensing software applications, that impact the City's implementation of ECM / RMS.

Deliverables: (1) *Recommendations associated with contracting for capture and storage of City records.* (2) *Recommendations associated with the interfacing of a new ECM/RMS with the new Land/Permitting/Licensing software applications.*

Estimated Time: *The estimated time to complete Task 5 and 6 is one to two months.*

Task 7 – Support Pre-Implementation Activities

Kaizen will support these pre-implementation activities as directed by the City:

- Review and comment on the preferred vendor/VAR's Scope of Work and Implementation Plan;
- Assist with reviewing and finalizing the software vendor contract before it is signed;
- Develop and deliver a presentation to City Leadership on organizational change management objectives and actions that need to be completed during Implementation and which must be sustained during Post-Implementation;
- Provide the City a Scope of Work for Kaizen support during Implementation.

Deliverables: *Comments on vendor/VAR's SOW, Implementation Plan, and Contract Terms; Executive-Level Presentation on the needs and objectives for organizational change management during Implementation and Post-Implementation.*

Estimated Time: *The estimated time to complete Task 6 is one to two months.*

[Tasks 6 and 7 can be done at the same time.]



KAIZEN
INFOSOURCE

EXHIBIT A STATEMENT OF WORK 2018

ASSUMPTIONS AND SCHEDULE

Assumption

1. Kaizen assumes that the City Clerk, Assistant City Clerk, and Business Systems Analyst will be the primary contacts for us and will assist in scheduling all the meetings with necessary staff. This City team in collaboration with Kaizen InfoSource will work out the details of communication and coordination of this and all phases of the ECM / RMS initiative.
2. The City assumes that the Executive Sponsor for the ECM / RMS will be the City Clerk.

Schedule

Kaizen can begin work immediately. Tasks 1 through 7 will take approximately five months to complete. Kaizen will meet with the City Clerk, Assistant City Clerk, and Business Systems Analyst to develop a formal project timeline.

PROJECT INVESTMENT

INVESTMENT: The total investment for this SOW is estimated to not exceed **\$69,000.00**. The cost of each task is noted below.

Task 1 – \$ 2,000
 Task 2 – \$ 6,500
 Task 3 - \$ 8,500
 Task 4 – \$18,000
 Task 5 – \$16,000
 Task 6 – \$10,000
 Task 7 - \$ 8,000

PAYMENT SCHEDULE: Invoices are submitted monthly.

EXPENSES: Expenses, which are estimated not to exceed \$5,000, will be billed as pass through and are included in the above costs.

**KAIZEN
CONTACT &** **Helen Streck**
 (805) 321-3026 Phone
hstreck@2kaizen.com

ATTACHMENT 3

City of Rancho Cordova
2729 Prospect Park Drive
Rancho Cordova CA 95670

Purchase Order

Purchase Order No.	PO2018-00125
Date	4/6/2018

Vendor:

KAIZ0001

Kaizen InfoSource LLC
2280 Pulgas Ave Suite 100
Palo Alto CA 94303

Contract Number: 51-2018 EXP 12/18

^ Changed Since the Previous Revision

L/N	Item Number	Description	Req. Date	U/M	Ordered	Unit Price	Ext. Price
Shipping Method		Reference Number	FOB				
1	PROFESSIONAL SERVICES	RECORDS MANAGEMENT CONSULTING/PROJECT MANAGEMENT	4/4/2018	Each	69,000.00	\$1.00	\$69,000.00
1000-1310-54199							

Subtotal	\$69,000.00
Trade Discount	\$0.00
Freight	\$0.00
Miscellaneous	\$0.00
Tax	\$0.00
Order Total	\$69,000.00


Authorized Signature

City of Rancho Cordova Contract Routing Form

Complete all fields and use n/a if not applicable.

1. Contractor/Company name: Kaizen Infosource, LLC
2. Services to be Provided (Brief Description for PO): Records Management Consulting/Project Management
3. Resolution Number and Council Adoption Date: _____
4. Responsible Person and Department: Rod/ Stacy, IT/ Clerk

5. Contract Activity:

	Contract #	Amount	Expiration	Cumulative Amount
Original	51-2018	NTE 69,000	12/31/18	NTE 69,000
Amendment 1				
Amendment 2				
Amendment 3				

☒ W-9 Attached or on file ☐ 590 Attached or on file

6. Budget Expense Account Number: 1000-1310-54199
7. Project Number: _____
8. Grant Number: _____ (attach Grantor Procurement Requirements)
9. PO Number: PO2018-00125 Vendor ID: KA120001

10. Competitive Bid Process (choose 1)

- ☐ Publicly Bid (Clerk initials that documents are on file: _____)
- ☐ Informal Bid (Evidence attached. Required for purchase of supplies/equipment greater than \$20,000.)
- ☒ Not Required. Why? _____

11. Department Head Initial and Date: _____

12. Risk Manager Initial and Date: KJ

- ☐ Standard required insurance with endorsement attached
- ☒ List modified insurance (attach email approval): see Kate's email
- ☐ General _____ ☐ Auto _____
- ☒ Professional none ☐ Workers Compensation _____

Justification: large commercial liability

13. City Attorney Review Initial and Date: RA 4/16/18

- ☒ Professional Services Agreement Template
- ☐ Professional Services Agreement Short Form Template
- ☐ Professional Services Agreement Amendment Template
- ☐ General Services Agreement Template
- ☐ General Services Agreement Short Form Template
- ☐ General Services Agreement Amendment Template
- ☐ Construction Services Agreement Template
- ☐ Commercial Solid Waste Franchise Agreement
- ☐ City Attorney Drafted/Reviewed AND E-mail Approval is Attached
- ☐ Modification of Template AND Redline of Changes to Template is Attached
- ☐ Community Enhancement Fund Grant Agreement Template w/ Abuse
- ☐ Community Enhancement Fund Grant Agreement Template w/o Abuse
- ☐ Community Enhancement Fund Grant Agreement Amendment Template

Routing Notes:

RECVD

CMPL

INTL

4/6

4/6

E

KEY: ☒ = document attached

☐ = if template modified, include redline version

AGENDA ITEM 13.3

MEMORANDUM

DATE: September 4, 2018

TO: Honorable Mayor and Council Members

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

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



RECOMMENDATION

Adopt the Resolution declaring the results of the mail ballot election relating to the imposition of the annual Stormwater Utility Fee on the Creekside Commerce Center Project.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution will declare the results of the ballot tabulation in connection with the imposition of the annual Stormwater Utility Fee on the Creekside Commerce Center Project. If majority approval exists, the City Council may impose the annual Stormwater Utility Fee on the Creekside Commerce Center Project pursuant to the Fee Ordinance. If there is no majority approval, the Stormwater Utility Fee shall not be imposed for the project.

BACKGROUND

The City Council previously adopted Resolution No. 83-2018 on July 2, 2018 declaring its intention to impose the annual Stormwater Utility Fee ("Fee") pursuant to Ordinance No. 7-2014 on the Creekside Commerce Center Project. A protest hearing was conducted on August 6, 2018 at which time no written protest was received from the property owner representing a majority of the parcel subject to the Fee. Council then adopted Resolution No. 97-2018 authorizing the mailing of a property owner ballot for the purpose of submitting the Fee to a vote of the owners subject to the Fee. Only one parcel is subject to the fee.

The Clerk has tabulated the ballot returned by the property owner for the Creekside Commerce Center Project. If majority approval exists, Council may impose the annual Fee on the Creekside Commerce Center Project pursuant to the Ordinance. If a majority approval does not exist, the Stormwater Utility Fee shall not be imposed for the project. Council action is to adopt the Resolution declaring the results of the mail ballot election.

ATTACHMENTS

1. Resolution Including Exhibits A & B

CITY OF RANCHO CORDOVA

RESOLUTION NO. XXX-2018

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

WHEREAS, on July 2, 2018 City Council adopted Resolution No. 83-2018 declaring its intention to impose the Annual Stormwater Utility Fee ("Fee") for Creekside Commerce Center Project; and

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

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

WHEREAS, before imposing the Fee, the City Council is required to hold a noticed public hearing on a written report (the "Written Report") containing a description of each parcel of real property within the City to which the Fee is applicable and the amount of the Fee for each such parcel for Fiscal Year 2018-2019 and to consider protests to the Fee and, if a majority protest is not received at the public hearing, the Council must submit the question of the imposition of the Fee to a vote of the owners of the property subject to the proposed Fee for approval before the proposed Fee may be levied; and

WHEREAS, in accordance with Proposition 218 the City Council held a duly noticed public hearing on the matter of the Written Report and the proposed Fee on August 6, 2018 and took testimony, both written and oral; and

WHEREAS, having determined a written protest was not received from property owner representing a majority of the parcels subject to the Fee, the City Council adopted Resolution No. 97-2018 authorizing the mailing of a property owner ballot (the "Ballot Measure") for the purpose of submitting the Fee to a vote of the owner of parcel subject to the Fee, and subject to approval by a majority vote of the owner of parcel subject to the Fee; and

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

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

1. The above recitals are true and correct.
2. The Certificate is hereby accepted into the records of the City.

3. The Ballot Measure is authorized as set forth in Exhibit A attached hereto and by this reference incorporated herein.
4. The results of the Ballot Measure are as set forth in the Certificate on file with the City Clerk and attached to this Resolution as Exhibit B ("Certificate").
5. The City Clerk is authorized to declare the results of the mail ballot election relating to the imposition of the Stormwater Utility fee on the Creekside Commerce Center Project.
6. Pursuant to said Certificate, if the Ballot Measure submitted was approved by a majority vote of the owner of parcel subject to the Fee, the Fee is hereby imposed pursuant to Ordinance No. 7-2014 on the Creekside Commerce Center Project, otherwise, if the Ballot Measure submitted was not approved by a majority vote of the owner of parcel subject to the Fee, the imposition of the Fee is hereby abandoned for the Creekside Commerce Center Project.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova this 4th day of September, 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Linda Budge, Mayor

ATTEST:

Stacy Leitner, City Clerk

Rancho Cordova Stormwater Utility Fee – Official Property Owner Ballot

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

Assessor's Parcel Numbers: 072-2860-001
Property Address: SW corner of Zinfandel Dr. and N. Mather Blvd.
Designation: Vacant Land
Total Parcel(s) Area (acres): 28 Acres
DMUs: 0
Proposed Max. FY 2018-2019 Annual Fee Amount: \$125.98 / DMU

Vote Here

Assessor's Parcel Numbers: 072-2860-001
Owner Name: 68 Zinfandel, JV, LLC
Proposed Maximum FY 2018-2019 Annual Fee Amount: \$125.98 per DMU

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

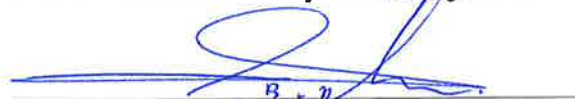
☒ **YES** I support the proposed annual Stormwater Utility Fee

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

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

8-22-18
Date

Angela Zinno
Printed Name


Signature

If approved by a majority of the returned ballots, the proposed maximum annual Storm Drain User Fee rate for FY 2018-2019 will be \$125.98 per Drainage Measurement Unit (DMU). The maximum rate per DMU will increase annually by the amount of the increase of the CPI. However, each year the City Council will hold a public hearing and determine the actual rate per DMU that will be charged. At the annual public hearing, the City Council will set the actual rate for the next year, which would be equal to or less than the annual maximum rate. The Council may decide to reduce the rate or set the rate to \$0 per DMU in any fiscal year.

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

Upon completion, fold the ballot, place it in the addressed, return envelope and seal the envelope. Pursuant to the enclosed instructions, mail the ballot to the address shown on the return envelope, or deliver to the City Clerk at City Hall located at 2729 Prospect Park Drive, Rancho Cordova, CA 95670. Mailed or hand delivered ballots must be received by 1:30 p.m. Wednesday, August 22, 2018.

Please see the "Summary of Property Owner Ballot Procedures" on the enclosed sheet.

return to:

68 Zinfandel JV, LLC
1725 Capital Ave
Sacramento, CA 95811

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

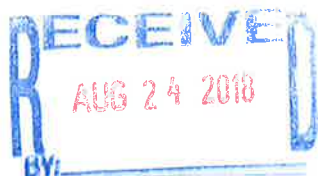


Exhibit B

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

I, Stacy Leitner, City Clerk of the City of Rancho Cordova, hereby certify that I canvassed the returns of the election in connection with the imposition of an annual stormwater utility fee that the day for the return of mailed ballot, scheduled for August, 22, 2018 was extended to August 27, 2018. The election was concluded on that date and that the total number of ballots cast in said election and the total number of votes cast for and against the ballot measure, as specified below, are full, true and correct.

Total of Ballots Received: 1

Total "Yes" Ballots: 1

Total "No" Ballots: 0


Stacy Leitner, City Clerk

MEMORANDUM

DATE: September 4, 2018

TO: Honorable Mayor and Council Members

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

SUBJECT: **A RESOLUTION DECLARING A PROTEST HEARING AND AUTHORIZING THE MAILING OF PROPERTY OWNER BALLOT RELATING TO THE IMPOSITION OF AN ANNUAL STORMWATER UTILITY FEE FOR THE DOUGLAS 98 PROJECT**



RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution will declare the results of the property owner protest and, if there exists less than a majority protest, authorize the mailing of a ballot to the property owner to approve the levy of the fee to pay for maintenance of storm drainage and flood protection systems for the Douglas 98 project. The action also sets 1:30 p.m. on September 19, 2018 in the office of the City Clerk, as the time and date for the ballot tabulation for the matter.

BACKGROUND

The Douglas 98 project has a condition of approval which requires that they fund operation and maintenance of the storm drainage system. This condition will be satisfied by the participation in the new Stormwater Utility Fee for storm drainage and flood protection services which is the subject of tonight's action.

The property owner of the Douglas 98 project has requested the City annex the project to the City's Stormwater Utility Fee pursuant to the California Health and Safety Code Section 5471 et seq. to provide the method of financing for storm drainage and flood protection services required to meet the condition.

On August 20, 2018, Council adopted a Resolution which established Procedures for the Conduct of a Protest Hearing and Balloting Relating to a Stormwater Utility Fee (the "Procedures") and designated September 4, 2018 at 5:30 p.m. as the time and place for hearing protests in connection with the annual Stormwater Utility Fee for the Douglas 98 project.

DISCUSSION

The property owner has submitted a petition and waiver for the City to institute the proceedings to participate in the Stormwater Utility Fee. This annexation to the Stormwater Utility Fee will include the project generally known as the Douglas 98 project, see **ATTACHMENT 2**. The maintenance services to be funded include the furnishing of services and materials for the ordinary and usual operation, maintenance, and servicing of the storm drain and flood protection systems.

ATTACHMENT 1 is the Resolution declaring the results of the property owner protest and authorizing the mailing of the property owner ballot, as required by Article XIII D of the California Constitution (also known as Proposition 218). The resolution sets forth the tabulation of ballots on September 19, 2018 at 1:30 p.m. in the office of the City Clerk. The results of the mailed ballot election will be presented to City Council at their regularly scheduled meeting October 1, 2018 and additional actions will be recommended based the ballot results.

A "Rate Analysis Report" was approved by City Council on September 4, 2014 by Resolution 103-2014 setting Fiscal Year 2014/2015 maximum annual Stormwater Utility Fee amount for each parcel proportionate to the estimated stormwater runoff for each parcel, see **ATTACHMENT 3**. The maximum annual fee will increase each subsequent Fiscal Year by the annual change in the Consumer Price Index (CPI), during the preceding year, for All Urban Consumers, for the San Francisco-Oakland-San Jose areas, published by the United States Department of Labor, Bureau of Labor Statistics.

A sample of the Stormwater Utility Fees for Fiscal Year 2018/2019 are summarized in the following table:

Table 1

Land Use Description	Total Area (acres)	Sample Fee
Single Family Residential (SFR1)	0.16	\$125.98
Single Family Residential (SFR2)	0.22	\$138.57
Single Family Residential (SFR3)	0.30	\$148.03
Single Family Residential (SFR4)	0.40	\$157.46
Single Family Residential (SFR5)	1.00	\$157.46
Multi-Family Residential (MFR1)	5.00	\$1102.35
Commercial	1.00	\$1181.10
Industrial	1.00	\$1259.85
Schools	5.00	\$787.40
Private Recreation	1.00	\$393.69
Parks/Greenbelts	2.00	\$157.46
Public Property (with structures)	2.00	\$472.43

ATTACHMENTS

1. Resolution
2. Boundary Map
3. Rate Analysis Report

ATTACHMENT 1**CITY OF RANCHO CORDOVA****RESOLUTION XXX-2018****A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, DECLARING THE RESULTS OF THE PROPERTY OWNER
PROTEST AND AUTHORIZING THE MAILING OF A PROPERTY OWNER BALLOT
RELATING TO THE DOUGLAS 98 PROJECT, IMPOSITION OF AN ANNUAL
STORMWATER UTILITY FEE**

WHEREAS, this Council has received petitions and waivers from the owners of not less than 100% of the area of land proposed to be annexed into the Stormwater Utility Fee; and

WHEREAS, on August 24, 2018 the City Clerk caused a notice of the time and place of the hearing thereon and on the proposed annexation to the Stormwater Utility Fee to be published and such public hearing was opened on September 4, 2018; and

WHEREAS, the Council adopted Resolution 103-2014 approving a written report entitled, "Rate Analysis Report", dated September 4, 2014 (the "Written Report") prepared by Harris & Associates and filed with the City Clerk containing a description of each parcel of real property within the City to which the Stormwater Utility Fee is applicable (collectively, the "Identified Parcels") and the amount of the Stormwater Utility Fee for each such Identified Parcel for Fiscal Year 2014-15. The Written Report is on file in the office of the City Clerk and is available for public inspection; and

WHEREAS, on August 20, 2018 this Council adopted a Resolution which established Procedures for the Conduct of a Protest Hearing and Balloting Relating to a Stormwater Utility Fee (the "Procedures") and set the date of public hearing; and

WHEREAS, this Council has conducted the public hearing and all interested persons have been afforded the opportunity to be heard, and the City Council has considered all protests against the annexation to the Stormwater Utility Fee; and

WHEREAS, there was no majority protest of the owner of the Identified Parcel subject to the Proposed Stormwater Utility Fee.

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

1. The foregoing recitals are true and correct.
2. The City Clerk is hereby authorized and directed to mail a property owner ballot in accordance with law and the Procedures.
3. The date of the ballot tabulation shall be September 19, 2018 at 1:30 pm.
4. The date of the Council meeting to report the results of the mailed ballot election shall be October 1, 2018 at 5:30 or as soon thereafter as the matter may be heard.

ATTACHMENT 1

5. The City Council hereby designates Elizabeth Sparkman, Community Development Director, telephone number, (916) 851-8714 to answer inquiries regarding the ballot proceedings and procedural or technical matters.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 4th day of September, 2018, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAINED:

Linda Budge, Mayor

ATTEST:

Stacy Leitner, City Clerk

DOUGLAS RD

ASSESSOR'S PARCEL NO.
067-0040-033

GRANT LINE RD



Legend

-  Annexation Boundary
 Parcel Boundary



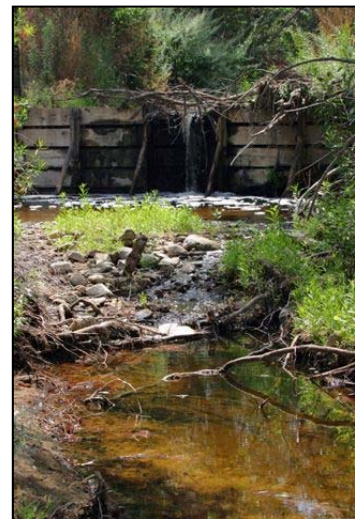
Rate Analysis Report

for the

Stormwater Utility Fee

For the

City of Rancho Cordova



August 7, 2014

Introduction

The City of Rancho Cordova (City) is detaching from the County of Sacramento fee and is creating their own Stormwater Utility Fee, which is being levied per the California Health and Safety Code Section 5471 et seq.

The purpose of this Rate Analysis Report is to:

- Review the Stormwater Utility Fee and improvements to be funded.
- Review the requirements of Article XIID of the State Constitution (Proposition 218) relating to requirements for apportioning the costs associated with the City's stormwater runoff system.
- Analyze and recommend an appropriate rate structure and provide estimated rates based on cost data information provided by the City.

Proposition 218 Requirements

This fee must comply with the provisions of Article XIID of the California Constitution (Proposition 218). Section 6 of Proposition 218 has the following requirements for all "new, extended, imposed or increased" fees and charges:

- 1) "Revenues derived from the fee or charge shall not exceed the funds required to provide the property-related service."
- 2) "Revenues derived from the fee or charge shall not be used for any purpose other than that for which the fee or charge was imposed."
- 3) "The amount of a fee or charge imposed upon any parcel or person as an incident of property ownership shall not exceed the proportional cost of the service attributable to the parcel."
- 4) "No fee or charge may be imposed for a service unless that service is actually used by, or immediately available to, the owner of the property in question. Fees or charges based on potential or future use of service are not permitted. Standby charges, whether characterized as charges or assessments, shall be classified as assessments and shall not be imposed without compliance with [the assessment section of this code]."
- 5) "No fee or charge may be imposed for general governmental services including, but not limited to, police, fire, ambulance or library services where the service is available to the public at large in substantially the same manner as it is to property owners."

Background Information

In accordance with the Federal Clean Water Act of 1972, the United States Environmental Protection Agency (EPA) is required to establish regulations setting forth National Pollution Discharge Elimination System (NPDES) permit standards. The enactment of 1987 amendments to the Federal Clean Water Act (Act) of 1972 imposes permit requirements for discharge of storm waters. The Act allows the EPA to delegate its NPDES permitting authority to states with an approved environmental regulatory program. The State of California is one of the delegated states.

The responsibility for implementing various NPDES permits in the State of California has been delegated to the State Water Resources Control Board (SWRCB). The SWRCB administers NPDES authority through its nine Regional Boards. As an NPDES permittee, the City is required to manage stormwater pollution within its jurisdiction.

In order to provide for the safety of the residents of the City and protect property in the City from the damage associated with flooding and to meet the requirements of the NPDES permit, it is necessary to design, construct, operate, maintain, improve and replace storm drainage facilities which collect storm and surface water runoff and convey and treat such runoff in a safe manner to an acceptable point of discharge. It is also necessary to inspect, monitor, and take enforcement action related to illegal dumping, and illicit discharges. In order to properly fund such facilities and activities, the City has determined that it is necessary to impose on all developing properties in Rancho Cordova a user charge for storm drainage service.

Based on the 2030 General Plan and current specific plan areas, Rancho Cordova is expected to develop as shown in Table 1 below. The proposed boundary for the stormwater utility is shown in Appendix A.

Table 1 – Land Use

	Land Use/ Zoning Description	Total Acres	Total Units
Residential:			
LDR	SF (2.1-6.0 DU/AC)	2,635	13,156
	MD (6.1-12 DU/AC)	322	2,524
MDR	MD (6.1-18.0 DU/AC)	1,852	13,231
	MD (14.0-29.9 DU/AC)	60	885
HDR	HD (18.1-40.0 DU/AC)	192	4,372
	HD (30+ DU/AC)	30	825
	Residential Total	5,090	34,993
Non-Residential:			
VC	Village Commercial	202	
LTC	Local Town Center	134	
RTC	Regional Town Center	172	
BP	Business Park	158	
MP	Industrial Park	283	
Education:			
HS/MS	High School/Middle School	356	
MS	Middle School	20	
ES	Elementary School	102	
Open Space & Public:			
CP	Community Park	313	
P/QP	Public/Quasi Public	37	
NP	Neighborhood Park	194	
SWD	Storm Water Detention	186	
WP	Wetland Preserve	745	
DP	Drainage Parkway	270	
PR	Private Recreation	63	
OS	Open Space	168	
OS/P	Open Space/Preserve	279	
LC	Landscape Corridors	123	
GB	Green Belts	54	
ROW	Right-of-way	596	
BR/WP	Reservoir / Wetland Preserve	528	
S	Sewer Lift Station / Utility Substa	14	
	Vacant (unknown dev plan)	595	
	Total Non-residential	5,590	
	Total Residential & Non-Res	10,680	

A more detailed land use table by development area is shown in Appendix D.

This development is expected to require significant stormwater drainage and flood control facilities. Based on the development area and improvements that were required in four (4) recent developments

within the County of Sacramento, Table 2 summarizes the improvements that are expected once development is complete.

Table 2 – Expected Improvements

Infrastructure Type	Quantity	
Inlets	6,400	LF
Manholes	4,460	LF
66" Pipe	3,950	LF
60" Pipe	10,280	LF
54" Pipe	11,140	LF
48" Pipe	10,210	LF
42" Pipe	28,620	LF
36" Pipe	42,420	LF
30" Pipe	51,050	LF
27" Pipe	540	LF
24" Pipe	91,960	LF
21" Pipe	2,230	LF
18" Pipe	100,300	LF
15" Pipe	101,300	LF
12" Pipe	529,890	0
10" Pipe	4,170	0
Creeks and Channels	80	AC
Basins	320	AC

Services Funded

Expenditures from the revenue generated from the Stormwater Utility Fee are intended to comply with the requirements set forth in the NPDES permit. The activities and services funded by this fee include, but are not limited to:

1. Administration and oversight of the requirements set forth in the NPDES permit to City departments, developments, and local agencies.
2. Respond to and investigate incidents of illicit discharges and illegal connections to the storm drain system.
3. Periodically inspect facilities for proper handling of materials, chemicals, pollutants, garbage, waste, and debris and prevent any discharges to the storm drain system.
4. Regularly clean and maintain catch basins, the flowline, and storm drainage facilities.
5. Installation and maintenance of water quality devices required to keep pollutants out of the storm drain system.
6. Discourage illegal dumping or discharge of pollutants into the storm drain system by stenciling all City-owned catch basins with a "No Dumping" message.
7. Augment public education and outreach programs in regards to the proper use and function of the storm drainage system and the receiving waters.

8. Develop programs to promote, publicize, and facilitate public reporting of illicit discharges to the storm drain system.
9. Encourage the proper disposal of household hazardous waste (HHW) to prevent the improper disposal to the storm drain system or to the sewer system.
10. Discourage the improper disposal of litter, garden clippings, leaves, and pet waste into the street or the storm drain system.
11. Capital replacement of storm drainage and flood control improvements at the end of the expected useful life for such improvements.

Rate Structure Analysis

Section 6.b of Article XIID of the State Constitution (Proposition 218) states that:

“The amount of a fee or charge imposed upon any parcel or person as an incident of property ownership shall not exceed the proportional cost of the service attributable to the parcel.”

and

“No fee or charge may be imposed for a service unless that service is actually used by, or immediately available to, the owner of the property in question.”

By definition, all properties that shed stormwater into the City’s stormwater drainage system use, or are served by, the City’s stormwater drainage system. The amount of use attributed to each parcel is measurable by the amount of storm runoff contributed by the property, which is directly proportional to the amount of impervious area on a parcel (such as buildings and concrete). The more impervious area on a property, the more storm runoff the property generates, the more demand placed on the storm drain system.

The amount each parcel uses the stormwater drainage system is computed by the following formula:

$$(\text{Parcel Area}) \times (\text{Impervious Percentage}) = \text{Drainage Units}$$

The typical percent impervious (% Impervious) for land uses in the City, have been applied for the purposes of estimating the runoff generated by each property. These are shown in Appendix B.

The more Drainage Units a parcel has, the more storm run-off it generates, and the more it uses and impacts the stormwater drainage system.

It is standard practice to relate other land uses to a developed single family residential (SFR) parcel, instead of working exclusively with drainage units. The median size of a SFR parcel will be approximately 0.16 acre. Therefore, it makes sense to relate all parcels to this median residential property. The runoff from a 0.16-acre SFR parcel is set equal to one Drainage Measurement Unit (DMU) and this base DMU is calculated as follows:

$$(0.16 \text{ acres of area}) \times 50\% = 0.0800 \text{ Impervious Area} = 1 \text{ DMU}$$

Single Family Residential Parcels

As a SFR property increases in size over the median parcel size, the typical percentage of impervious area decreases, as shown in Appendix B. Conversely, as a SFR parcel decreases in size below the median parcel size, the typical percentage of impervious area increases, and such increase is typically proportional to the decrease in size. Therefore, SFR properties are separated into five (5) groups. The median parcel area for each group was used and their DMUs are calculated as follows:

<u>SFR Category</u>	<u>DMU/ Formula</u>
SFR1 – SFR parcels 0.16 acres or less	1.00 DMU
SFR2 – SFR parcels 0.17 - 0.25 acres	1.10 DMUs
SFR3 – SFR parcels 0.26 – 0.33 acres	1.175 DMUs
SFR4 – SFR parcels 0.34 – 0.50 acres	1.25 DMUs
SFR5 – SFR parcels greater than 0.50 acres	$1.25 + \frac{[(\text{acres} - 0.50) \times 5\%]}{0.0800} = \text{DMUs}$

Multi-Family Residential Parcels

Multi-Family Residential (MFR) units (including condominiums) are split into categories by the density, or number of dwelling units per acre (DU/Ac) as follows:

<u>MFR Category</u>	<u>Density</u>	<u>% Impervious</u>
MFR1 - High Density	Greater than 18 DU/Ac	75%
MFR 2 - Med Density	10 – 18 DU/Ac	70%

$$\frac{\text{Acreage} \times \% \text{Impervious}}{0.0800} = \text{DMUs}$$

Condominium unit parcel areas are calculated by dividing the total area of the condominium complex (which includes the common area) by the number of condominium units, and the total imperviousness of the entire complex is attributed to each individual condo parcel in the complex. (This divides the runoff of the entire complex to each of the individual units.) Because these condominium common areas are taken into consideration in this manner, they are exempt from the charge.

Non- Residential Parcels

All non-residential parcel DMUs will be based on the impervious area (runoff coefficient) table shown in Exhibit B, using the following formula:

$$\frac{\text{Acreage} \times \% \text{Impervious}}{0.0800} = \text{DMUs}$$

All parcels draining into Rancho Cordova Stormwater Utility Fee-maintained drainage infrastructure are proposed to be charged the same user fee rate per DMU for stormwater runoff treatment. The Rancho Cordova Stormwater Utility Fee is proposed in perpetuity.

For the purposes of this report, City-maintained drainage infrastructure includes streets, pipes, inlets, outlets, and natural drainage courses. Parcels related to these types of property uses are exempt from the runoff charge, as they are part of the infrastructure being funded. Also exempt from the runoff charge is Caltrans right-of-way, because Caltrans handles its own runoff under a separate NPDES permit.

Drainage units may be adjusted based on appeal from the property owner. See the Appeals Process below.

Table 3, below, provides a preliminary summary of DMUs for the various land uses in Rancho Cordova.

Table 3 – Drainage Measurement Unit Summary Table

Landuse Description	Number of Units	Total Area (acres)	Impervious Area (acres)	DMUs
SINGLE FAMILY RESIDENTIAL (SFR1)	15,107	2,028		15,107.00
SINGLE FAMILY RESIDENTIAL (SFR2)	13,790	2,776		15,169.00
SINGLE FAMILY RESIDENTIAL (SFR3)	14	4		16.45
SINGLE FAMILY RESIDENTIAL (SFR4)				-
SINGLE FAMILY RESIDENTIAL (SFR5)				-
MULTI-FAMILY RESIDENTIAL (MFR1)	6,082	282		2,639.06
COMMERCIAL		666	499	6,240.00
INDUSTRIAL		283	226	2,830.00
SCHOOLS		478	239	2,985.00
PRIVATE RECREATION		63	16	195.31
PARKS/GREENBELTS		561	140	1,752.47
PUBLIC		51	15	190.13
TOTAL	34,993	7,190		47,124

Cost Estimate

Table 4 below shows the estimated costs to maintain infrastructure in the developing areas. Unit costs for maintenance were derived using budget information provided by the County, since the County currently maintains the storm drainage system. The budget information is shown in Appendix C.

Table 4 – Estimated Costs

	Estimated Quantity	Unit	Cost (\$/unit)	Frequency	Total Cost/Year
Maintenance Costs:					
Trunk Lines (larger than 24") - TV Lines	158210	LF	\$ 7.50	25 years	\$ 47,463.00
Drainage Lines 10"-24" Cleaning	829850	LF	\$ 3.00	10 years	\$ 248,955.00
Drainage Lines 10"-24" TV	829850	LF	\$ 7.50	25 years	\$ 248,955.00
Creek and Channel Maintenance and Repair	65070	LF	\$ 0.75	1 year	\$ 49,009.83
Pipe Repairs	998920	LF	\$ 0.45	1 year	\$ 451,380.43
Creeks and Channels Mowing	80	AC	\$6,825	1 year	\$ 546,000.00
Creeks and Channels Herbicides	80	AC	\$680	1 year	\$ 54,400.00
HydroMod Basin Maintenance	320	AC	\$4,830	1 year	\$ 1,545,600.00
Basin De-silt	320	AC	\$1,000	25 years	\$ 12,800.00
Basins Herbicides	320	AC	\$761	1 year	\$ 243,360.00
Replacement Costs:					
Inlets	6400	EA	\$2,000	75 years	\$170,667
Manholes	4460	EA	\$3,500	75 years	\$208,133
66" Pipe	3950	LF	\$550	100 years	\$21,725
60" Pipe	10280	LF	\$475	100 years	\$48,830
54" Pipe	11140	LF	\$400	100 years	\$44,560
48" Pipe	10210	LF	\$325	100 years	\$33,183
42" Pipe	28620	LF	\$275	100 years	\$78,705
36" Pipe	42420	LF	\$225	100 years	\$95,445
30" Pipe	51050	LF	\$175	100 years	\$89,338
27" Pipe	540	LF	\$150	100 years	\$810
24" Pipe	91960	LF	\$125	100 years	\$114,950
21" Pipe	2230	LF	\$115	100 years	\$2,565
18" Pipe	100300	LF	\$105	100 years	\$105,315
15" Pipe	101300	LF	\$95	100 years	\$96,235
12" Pipe	529890	LF	\$85	100 years	\$450,407
10" Pipe	4170	LF	\$75	100 years	\$3,128

Total: \$5,011,917

Annual Fee Administration: \$45,000

Operating (Cash Flow) Reserve (10% of Maintenance Costs): \$344,792

Estimated Total: **\$5,401,709**

Fee Calculations

The estimated annual costs for the proposed storm drain improvements are \$5,401,709 as shown in Table 4 above. Dividing that by the total number of proposed DMU's in Rancho Cordova (47,124), the maximum estimated annual Stormwater Utility Fee rate is **\$114.63 per DMU**.

This would be the proposed maximum fee rate for fiscal year 2014-15. The maximum rate will be increased each subsequent Fiscal Year by the annual change in the Consumer Price Index (CPI), during the preceding year, for All Urban Consumers, for the San Francisco-Oakland-San Jose areas, published by the United States Department of Labor, Bureau of Labor Statistics (or a reasonably equivalent index should the stated index be discontinued, as determined by the Director of Public Works).

The actual rate to be levied each year will be as approved by the City at a public hearing, after they consider an Annual Fee Report outlining the estimated annual costs of the program for the ensuing fiscal year.

Table 5 provides sample fee calculations for various land uses and parcel sizes.

Table 5 – Sample Calculations

Land Use Description	Total Area (acres)	Impervious Area (acres)	DMUs	Sample Fee
SINGLE FAMILY RESIDENTIAL (SFR1)	0.16		1.000	\$ 114.63
SINGLE FAMILY RESIDENTIAL (SFR2)	0.22		1.100	\$ 126.09
SINGLE FAMILY RESIDENTIAL (SFR3)	0.30		1.175	\$ 134.69
SINGLE FAMILY RESIDENTIAL (SFR4)	0.40		1.250	\$ 143.28
SINGLE FAMILY RESIDENTIAL (SFR5)	1.00		1.563	\$ 179.10
MULTI-FAMILY RESIDENTIAL (MFR1)	5.00	3.75	46.875	\$ 5,373.12
COMMERCIAL ¹	1.00	0.75	9.375	\$ 1,074.62
INDUSTRIAL	1.00	0.80	10.000	\$ 1,146.27
SCHOOLS	5.00	2.50	31.250	\$ 3,582.08
PRIVATE RECREATION	1.00	0.25	3.125	\$ 358.21
PARKS/GREENBELTS	2.00	0.20	2.500	\$ 286.57
PUBLIC	2.00	0.60	7.500	\$ 859.70

¹ Average of Downtown and Neighborhood Commercial as shown in Appendix B

The Preliminary Charge Roll, which is a listing of each parcel to be charged a fee and its proposed maximum fee for FY 2014-15, is on file in the office of the City Clerk.

Appeals Process

If a property owner disagrees with the calculation of his or her fee, based on the parcel area and estimated impervious percentage assigned to the property, then the property owner may appeal the calculation as follows:

- Property owner must provide written documentation explaining the reason why the charge should be changed. This documentation must include:
 - The name, phone number, mailing address, and email address, if available, of the property owner.
 - The Assessor's Parcel Number (APN) of the property in question.
- If additional documentation is required or insufficient documentation was submitted, a representative of the Department of Public Works (Staff) will notify the property owner in writing.
- Once Staff has determined that sufficient documentation has been submitted, Staff will perform the initial review. Staff will notify the property owner in writing within four (4) weeks from the time sufficient documentation was submitted as to whether or not the fee amount will be changed.
 - If the determination is to change the fee amount, then the new fee amount will be documented within the City's fee database.

- b. If the determination is that the fee should not be changed, the property owner can appeal Staff's decision to the Director of Public Works. The appeal must be made in writing and returned no later than four (4) weeks from the date of mailing of Staff's initial review decision. The Director of Public Works will notify the property owner in writing within four (4) weeks from the date of receipt of the appeal as to whether or not the fee amount will be changed.

If the owner of any parcel shall have reason to feel that the computation of the DMU for his/her parcel is not correct, that person may file an appeal with the Director of Public Works in the manner prescribed by the Director of Public Works. The Director of Public Works will consider all data provided by the appellant and shall render a decision in writing. The decision of the Director of Public Works will be final with respect to City action on the appeal.

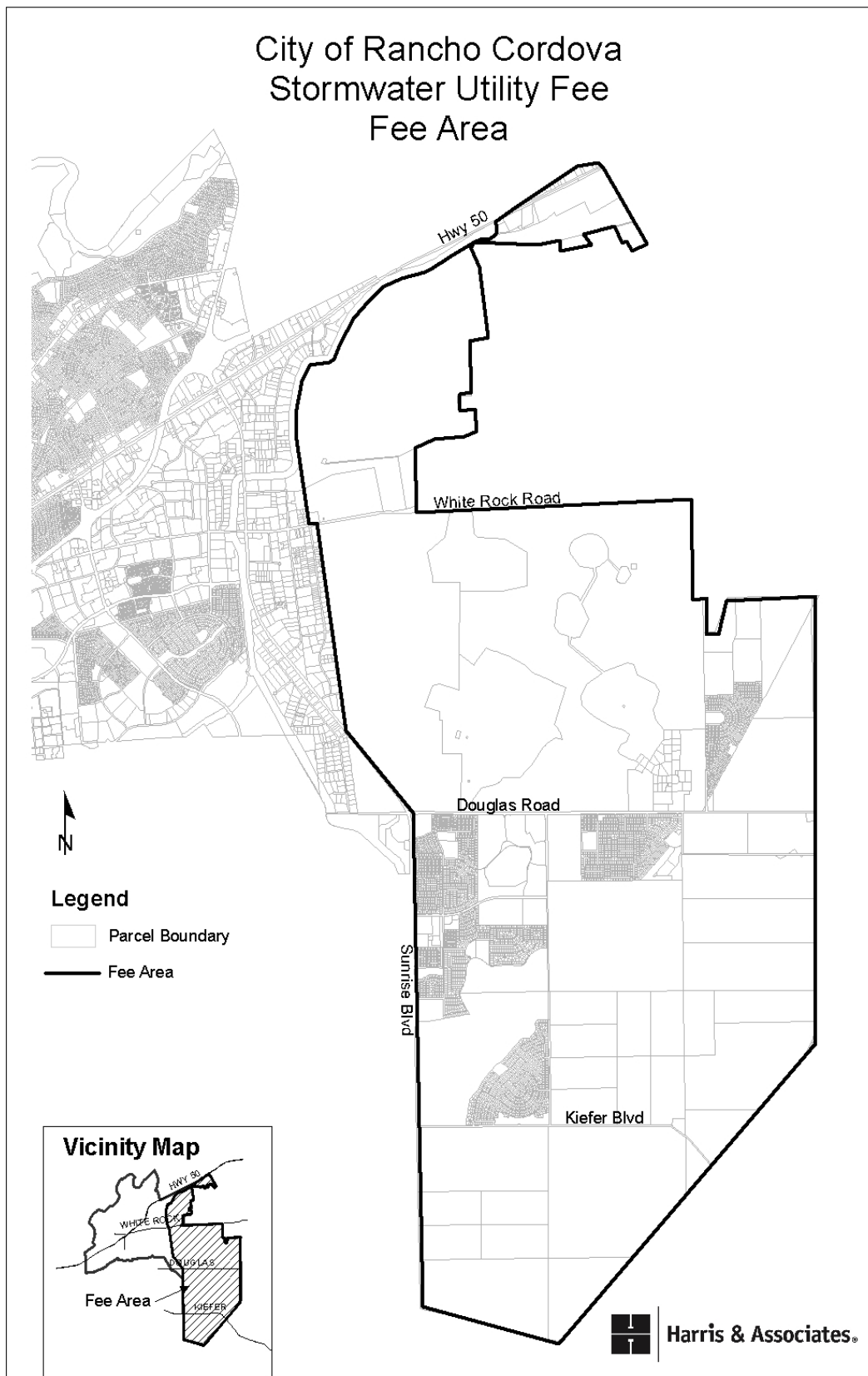
Appeals will be accepted annually up until June 30 for inclusion on the following fiscal year's property tax roll submittal. However, if an appeal is granted by Staff or the Director of Public Works that does not permit inclusion for the following fiscal year's property tax roll submittal, a reimbursement will be provided to the property owner by the City.

Respectfully submitted:

Harris & Associates

Dennis A. Anderson
Senior Project Manager

APPENDIX A



APPENDIX B

Runoff Coefficient

Land Use	Impervious
Single Family Residential less than 0.166 acres	50%
Single Family Residential 0.166 acres to 0.250 acres	40%
Single Family Residential 0.251 acres to 0.330 acres	30%
Single Family Residential 0.331 acres to 0.500 acres	25%
Single Family Residential Over 0.500 acres (excluding the first 0.500 acres)	5%
High-Density Residential (including Apartments and Mobile Home Parks)	75%
Condominiums	70%
Commercial Downtown Areas ¹	80%
Commercial Neighborhood Areas	70%
Industrial	80%
Schools	50%
Parks	25%
Greenbelts	10%

Footnotes:

¹ City of Rancho Cordova Municipal Code Chapter 15.

Sources:

1. Yolo County City/County Drainage Manual, February 2010.
2. Stormwater Quality Design Manual for the Sacramento and South Placer Regions, May 2007.

Appendix C

Cost Information

County of Sacramento/City of Rancho Cordova
Current Storm Drain Maintenance Costs

Pipe Repair Costs

Budget Classification		Repair Type	Actual Expenditures for FY 11/12	FY 13/14 Budget
County North				
	OCUO	Drain Line Upgrade or Repair	\$ 630,912.90	\$ 630,912.90
	OFFO	Fence Repair	\$ 19,343.41	\$ 19,343.41
	OHKO	Inlet Outfall Repair	\$ 455,724.02	\$ 455,724.02
	OMSO	Erosion Control	\$ 26,189.60	\$ 26,189.60
	OY8O	Manhole Repair	\$ 63,362.44	\$ 63,362.44
	RAMP	ADA Compliant Ramp	\$ -	\$ -
	Overhead	36.39%	\$ 435,026.56	\$ 435,026.56
		Total Budget=	\$ 1,630,558.93	\$ 1,630,558.93
County South				
	OCUO	Drain Line Upgrade or Repair	\$ 105,317.24	\$ 105,317.24
	OFFO	Fence Repair	\$ 35,802.01	\$ 35,802.01
	OHKO	Inlet Outfall Repair	\$ 214,660.90	\$ 214,660.90
	OMSO	Erosion Control	\$ -	\$ -
	OY8O	Manhole Repair	\$ 8,585.40	\$ 8,585.40
	RAMP	ADA Compliant Ramp	\$ -	\$ -
	Overhead	23.51%	\$ 85,667.45	\$ 85,667.45
		Total Budget=	\$ 450,033.00	\$ 450,033.00
Rancho Cordova				
	OCUO	Drain Line Upgrade or Repair	\$ 222,809.74	\$ 229,850.53
	OFFO	Fence Repair	\$ 26,326.14	\$ 27,158.05
	OHKO	Inlet Outfall Repair	\$ 224,877.26	\$ 231,983.38
	OMSO	Erosion Control	\$ -	\$ -
	OY8O	Manhole Repair	\$ 4,498.84	\$ 4,641.00
	RAMP	ADA Compliant Ramp	\$ -	\$ -
	Overhead	23.51%	\$ 112,504.88	\$ 116,060.03
		Total Budget=	\$ 591,016.86	\$ 609,692.99
Total LF of Pipes				
		County	7,865,755	7,865,755
		Rancho Cordova	1,349,271	1,349,271
Cost/LF of pipe for Repairs				
		County	\$ 0.26	\$ 0.26
		Rancho	\$ 0.44	\$ 0.45

* Costs were increased for 12/13 based on comparing actual expenditures in 11/12 with actual expenditures in 12/13.

County of Sacramento/City of Rancho Cordova
Current Storm Drain Maintenance Costs

Creek and Channel Cleaning

Budget Classification		Repair Type	Actual Expenditures FY 11/12	FY 13/14 Budget
County	OCCO	Inspect Channels	\$ 149,684.06	\$ 149,684.06
	ODSO	Clean, Inspect trach Racks and Box Culverts	\$ 203,337.83	\$ 203,337.83
	OF8O	Sandbag Distribution	\$ 5,184.60	\$ 5,184.60
	OFCO	Drainage Response	\$ 82,451.66	\$ 82,451.66
	OFDO	Concrete Channel Cleaning Bobcat	\$ 552,150.54	\$ 552,150.54
	OHWO	Vegetation Removal County Forces		
	OJZO	Clean and Inspect Outfall Structures	\$ 191,840.84	\$ 191,840.84
	OLCO	Access Road Maintenance	\$ -	\$ -
	OLDO	Mowing		
	OMPO	Expose Pipe End Mechanically	\$ 2,720.90	\$ 2,720.90
	OMRO	Channel Cleaning Mechanical	\$ 49,087.50	\$ 49,087.50
	OORC	Rodent Control	\$ 32,695.06	\$ 32,695.06
	OTVD	Tree Removal	\$ 79,463.44	\$ 79,463.44
	OVDO	Dry Spoil Dumping	\$ 8,137.34	\$ 8,137.34
	OWCO	Weed Control Chemical		
	Overhead	36.39%	\$ 493,691.29	\$ 493,691.29
	Total Budget=		\$ 1,850,445	\$ 1,850,445
County	OCCO	Inspect Channels	\$ 1,797.15	\$ 1,797.15
	ODSO	Clean, Inspect trach Racks and Box Culverts	\$ -	\$ -
	OF8O	Sandbag Distribution	\$ 2,464.80	\$ 2,464.80
	OFCO	Drainage Response	\$ 1,293.11	\$ 1,293.11
	OFDO	Concrete Channel Cleaning Bobcat	\$ 144,294.58	\$ 144,294.58
	OHWO	Vegetation Removal County Forces		
	OJZO	Clean and Inspect Outfall Structures	\$ -	\$ -
	OLCO	Access Road Maintenance	\$ 57,345.54	\$ 57,345.54
	OLDO	Mowing		
	OMPO	Expose Pipe End Mechanically	\$ -	\$ -
	OMRO	Channel Cleaning Mechanical	\$ 32,935.75	\$ 32,935.75
	OORC	Rodent Control	\$ -	\$ -
	OTVD	Tree Removal	\$ 214,736.46	\$ 214,736.46
	OVDO	Dry Spoil Dumping	\$ -	\$ -

Budget Classification		Repair Type	Actual Expenditures FY 11/12	FY 13/14 Budget
	OWCO	Weed Control Chemical		
	Overhead	23.51%	\$ 106,945.71	\$ 106,945.71
	Total Budget=		\$ 561,813	\$ 561,813
Rancho Cordova	OCCO	Inspect Channels	\$ -	\$ -
	ODSO	Clean, Inspect trach Racks and Box Culverts	\$ 413.30	\$ 413.30
	OF8O	Sandbag Distribution	\$ -	\$ -
	OFCO	Drainage Response	\$ -	\$ -
	OFDO	Concrete Channel Cleaning Bobcat	\$ 65,905.39	\$ 65,905.39
	OHWO	Vegetation Removal County Forces		
	OJZO	Clean and Inspect Outfall Structures	\$ -	\$ -
	OLCO	Access Road Maintenance	\$ -	\$ -
	OLD0	Mowing		
	OMPO	Expose Pipe End Mechanically	\$ -	\$ -
	OMRO	Channel Cleaning Mechanical	\$ -	\$ -
	OORC	Rodent Control	\$ -	\$ -
	OTVD	Tree Removal	\$ -	\$ -
	OVDO	Dry Spoil Dumping	\$ -	\$ -
	OWCO	Weed Control Chemical		
	Overhead	23.51%	\$ 15,592.45	\$ 15,592.45
	Total Budget=		\$ 81,911	\$ 81,911
Total LF of Channels				
		Rancho Cordova (unlined)	74,628	74,628
		Rancho Cordova (lined)	37,562	37,562
		Total Rancho Cordova	112,189	112,189
		County (unlined)	1,677,768	1,677,768
		County (lined)	216,153	216,153
		Total County	1,893,920	1,893,920
Cost/LF of Channel for Cleaning:				
		County	\$ 1.27	\$ 1.27
		Rancho	\$ 0.73	\$ 0.75

* Costs were increased for 12/13 based on comparing actual expenditures in 11/12 with actual expenditures in 12/13.

County of Sacramento/City of Rancho Cordova
Current Storm Drain Maintenance Costs

Activity	Size/Location	Cost/LF	Frequency	Notes
Pipes/Channels				
Hydro Cleaning	6"-24"	\$ 3.00	10 years	
TV Lines	all	\$ 7.50	25 years	
Creek and Channel Cleaning	Rancho	\$ 0.75	each year	Within SWU Budget
	Sac County	\$ 1.27		
Pump Maintenance	Covered within budget			Per County Staff Assume no pumps in new areas.
Repairs	2 crews year round	SWU funds support this		
Hydromod Basin		cost/ac		
Maintenance		\$ 4,830.00	annul	see detailed estimate
Herbicides		\$ 325.00	2 x's/year	
Additional costs				
Pesticide Control Advisor		\$ 20,000.00	annually	
Engineering admin support with regulatory agencies		10%	of maint costs/year	
Supervisors and managers		5%	of maint costs/year	

Hydromod Basin Maintenance

Basin Maintenance Costs	Cost per Acre
Trash Clean-up and Disposal (4 x's/year)	\$ 1,200
Mowing (2 x's/year)	\$ 200
Inspection 4 x's/year	\$ 1,600
Erosion Repair	\$ 800
Vegetation and Landscape Maintenance	\$ 800
Sub-total	\$ 4,600
Over-head Mark-up (5%)	\$ 230
Total Cost	\$ 4,830

Inspection Includes: Examine gates, fences and access ramp for damage and overgrown vegetation, check basin slopes for erosion, excess vegetation, debris and animal burros, check flow line for excess vegetation and sediment, check for erosion at water line, large/floating debris, and excess vegetation. Check for debris, creacks and instructure, and erosion at inlets and outlets. Also check access control racks for debris and to snrue they are locked and secured. Check riprap at inlet weir

Appendix D

Detailed Land Use Data

December 20, 2013																													AC, Landuse & units derived from GIS/Aerials										
		Arista Del Sol		Arboretum		Douglas 98		Douglas 103		Grantline 208		Montelena		Rio Del Oro		Suncreek		The Ranch (Sunridge)			Sunridge Lot J		Westborough		North Douglas II		Heritage Falls		Anatolia IV		Anatolia				Sunridge				
	Land Use/ Zoning Description	AC	Units	AC	Units		AC	Units	AC	Units	AC	Units	AC 2012	Units 2012	AC	Units	AC 2013	Units 2012		AC 2013	Units 2012		Est.	Units 2013	AC	Units	AC	Units	AC	Units	AC	Units	GIS AC	GIS Units	GIS AC	GIS Units	Total Acres	Total Units	
Residential:																																							
LDR	SF (2.1-6.0 DU/AC)	35.3	176	144.8	698				3.7	14	44.7	276	71.4	388	1,518.5	7,593	179.4	899		142.3	694		35.8	179	347.2	1,580	17.70	153.00	72.20	303.00	21.60	203.00					2,635	13,156	
	MD (6.1-12 DU/AC)																321.5	2,524																	322	2,524			
MDR	MD (6.1-18.0 DU/AC)	83.8	556	290.0	2,334 ^a		94.2	528	28.2	287	42.8	227	54.4	402	256.0	2,048	43.7	286 ^c		105.4	685		17.5	192	146.8	1,389			92.10	525.00			450.8	2,831	146.4	941	1,852	13,231	
	MD (14.0-29.9 DU/AC)			60.4	885																															60	885		
HDR	HD (18.1-40.0 DU/AC)														98.0	1,960	44.2	980		12.2	378 [*]				30.4	922			6.80	132.00							192	4,372	
	HD (30+ DU/AC)			29.5	825																															30	825		
	Residential Total	119.1	732	524.7	4,742		94.2	528	31.9	301	87.5	503	125.8	790	1,872.5	11,601	588.8	4,689		259.9	1,757		53.3	371	524.4	3,891	17.7	153	171	960	22	203	450.8	2,831	146.4	941	5,090	34,993	
Non-Residential:																																							
VC	Village Commercial			16.9											20.0		22.0								93.3												202		
LTC	Local Town Center			30.4											20.0																						134		
RTC	Regional Town Center			0.9											113.0		58.4																				172		
BP	Business Park	6.6		65.0											86.0																						158		
MP	Industrial Park														283.0																						283		
Education:																																							
HS/MS	High School/Middle School			72.6											78.0		110.9 ^b								94.0 ^b												356		
MS	Middle School														20.0																						20		
ES	Elementary School			21.2							10.6				54.0														5.50				10.8					102	
Open Space & Public:																																							
CP	Community Park	11.4		60.7							7.8				107.0		44.9			29.3					52.3												313		
P/QP	Public/Quasi Public			2.0									3.2		7.5		12.3								10.6							1.1					37		
NP	Neighborhood Park	3.1		3.8		8.2		5.2		3.4		20.8			67.5		17.0			8.6		6.4					0.71		17.20		3.70		21.2		7.0		194		
SWD	Storm Water Detention	4.0								15.0		9.6			39.0		53.5			24.3							4.00		17.40				9.5		9.6		186		
WP	Wetland Preserve	55.8						43.8		81.0		54.5			510.0																						745		
DP	Drainage Parkway														138.0		5.0								104.6				15.30				7.2			270			
PR	Private Recreation														54.0														4.20			4.3					63		
OS	Open Space			144.5											22.0													0.60		0.80							168		
OS/P	Open Space/Preserve														12.0		45.6			174.0					47.7											279			
LC	Landscape Corridors	1.1				2.8									82.0		19.2												2.70		1.30		13.4		0.7		123		
GB	Green Belts									2.6					51.0																						54		
ROW	Right-of-way	9.5		104.3				8.5		5.3		22.4			192.0		82.6			20.5			14.5		127.1				6.90		2.20						596		
BR/WP	Reservoir / Wetland Preserve			302.8													205.1										19.80										528		
S	Sewer Lift Station / Utility Substation			1.0																													6.6		6.4		14		
	Vacant (unknown dev plan)																															567.4		27.3			595		
	Total Non-residential	91.5		826.1		11.0		79.6		123.1		127.1			1,956.0		676.5			270.2			20.9		613.1		25.1	0.0	70.0	0.0	7.2	0.0	634.3		58.2		5,590		
	Total Residential & Non-Res	210.6	732.0	1,350.8	4,742.0	105.2	528.0	111.5	301.0	210.6	503.0	252.9	790.0		3,828.5	11,601.0	1,265.3	4,689.0		530.1	1,757.0		74.1	371.0	1,137.5	3,891.0	42.8	153.0	241.1	960.0	28.8	203.0	1,085.1	2,831.0	204.6	941.0	10,680		

Notes: All data is from recent plans received in Nov 2013 unless specified otherwise.
^a Arboretum has 2 MD residential classifications. The first line is for 6.1-13.9 DU/AC (instead of 6.1-18)
^b Acreage for all schools
^c Suncreek has 2 MD residential classifications. The second line is for 12.1-18 DU/AC (instead of 6.1-18)

Includes April 2012 Amendment

AC estimated

MEMORANDUM



DATE: September 4, 2018

TO: Honorable Mayor and Council Members

FROM: Darcy Goulart, Planning Manager

SUBJECT: INTRODUCTION AND FIRST READING OF AN ORDINANCE AMENDING SECTIONS OF THE RANCHO CORDOVA MUNICIPAL CODE RELATED TO TITLE 6 HEALTH AND SANITATION AND TITLE 23 ZONING CODE

RECOMMENDATION

Introduce and waive first reading of the Ordinance.

RESULT OF RECOMMENDED ACTION

The Ordinance would come back for a second reading and adoption at the next regular City Council meeting. Approval of the Ordinance would amend Title 6 (Health and Sanitation), Chapter 6.56 Abandoned Vehicles and Title 23 (Zoning Code), Article 1 Administration, Article 3 Zoning District, Allowable Uses, and General Development Standards, Article 7 Site Planning and Development Standards, and Article 11 Definitions of the Rancho Cordova Municipal Code (RCMC).

BACKGROUND

The proposed amendments outlined in this report to Title 6 and Title 23 were discussed at a first reading on June 18, 2018 and again on July 2, 2018. At the second reading on August 6, 2018, concern arose regarding vehicles that are physically non-operative which ultimately create a blight or nuisance situation and those that may be registered as non-operative with the DMV due to circumstances that may temporarily prevent someone from operating the vehicle. Council directed staff to look at the existing language and provide additional language that would further clarify the intent of the proposed amendments. Upon further review and discussion, it was determined that the amendments as proposed are sufficient to address the various circumstances and no additional changes are proposed. Although there aren't any changes proposed, it was anticipated that changes may have been needed and therefore the amendments were re-noticed for a first reading. If approved, the amendments will be brought back for a second reading at the next regularly scheduled City Council meeting.

This report also includes other amendments to Title 23 that were included in the previous first and second readings. These amendments are not related to the inoperative discussion and no additional direction was provided by Council to amend these previously discussed sections. All proposed amendments to Title 6 and Title 23 are summarized in this staff report.

ANALYSIS

Attachment 3 includes all draft amendments to Title 6 Health and Safety and Title 23 Zoning Code. Draft amendments are shown with track changes with new draft language underlined and language proposed for removal with strike-throughs. Only those chapters and/or sections with proposed changes are included in the attached documents as excerpts from the Rancho Cordova Municipal Code. A summary of the changes is provided below. As a note, **Attachment 2** includes all the codes amendments in a non-track change format. This is provided as an exhibit to the Ordinance.

Title 6, Chapter 6.56 Abandoned Vehicles

1. Section 6.56.130 - The definition of inoperative (as it related to the status of a vehicle) has been updated to also reflect how a vehicle is registered with the Department of Motor Vehicles, and not just the physical or working condition of a vehicle.
2. Section 6.56.160 – delete #3 as this reference is no longer needed.

Title 23, Article 1 Administration

On occasion, minor changes are requested to site plans or landscape plans, without a means to formally approve these minor changes. The proposed amendments to 23.140.020 would require certain minor site or landscape plan changes to obtain a Zoning Certification. This is a minor process that often times could include an over the counter review, but will allow a way to formally review and approve the changes and establish a clear record of their approval.

Title 23, Article 3 Zoning District, Allowable Uses, and General Development Standards

Wineries, breweries and distilleries are currently addressed in the code under Artisanal and specialty manufacturing, which includes a tasting room as an ancillary use. As currently defined, the need for an Administrative Use Permit (AUP) is based upon the number of barrels or gallons produced on a yearly basis. The issue this poses, is that there is not a way to verify this information and often times, business owners aren't sure how much they will produce in the first few years of operation. If they start off small, the use is likely permitted. However, if they want to grow in the future, they would then need to obtain a discretionary permit or possibly relocate. This makes it difficult for business owners to find a suitable location and for staff to interpret the code and ensure compliance with all regulations. Planning and Economic Development worked together to come up with amendments to the code that would make it easier to interpret when one of these uses is permitted by right or requires an AUP. This includes adding building square footage as a measurement tool to determine when an AUP is needed. The amendments include:

1. Adding footnote 29 to table 23.313-1 to specify that and AUP is needed for wineries, breweries, and distilleries 20,000 square feet or larger.
2. Adding footnote 15 to table 23.316-1 to specify that an AUP is needed for wineries, breweries, and distilleries 20,000 square feet or larger.

Title 23, Article 9 Site Planning and Development Standards

Section 23.719.130 A. has been amended to include the same language that is proposed to be included in Section 6.56.130 related to how a vehicle is registered with the DMV. Including this language into this section of the code will provide internal consistency within the Municipal Code and provide greater clarification as to where specific non-operation vehicles can park.

Title 23, Article 11 Definitions

Section 23.1104.040 Land use definitions:

1. Modifying the definition of artisanal and specialty manufacturing, display and sales.
2. Changes the hours of operation for tasting rooms from 10 pm to 11 pm under the definition of brewery, winery, distillery and tasting room, off-site.

ENVIRONMENTAL ANALYSIS

CEQA requires analysis of agency approvals of discretionary “projects.” A “project,” under CEQA, is defined as “the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.” (CEQA Guidelines, § 15378.) The proposed project includes discretionary amendments to the City’s Municipal Code and is a project under CEQA; but it is exempt from CEQA review as set forth below.

CEQA Guidelines section 15060(c)(2) states that a project is not subject to CEQA review where the activity will not result in a direct or reasonably foreseeable indirect physical change to the environment. CEQA Guidelines Section 15061(b)(3) states that a project is exempt from CEQA “where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.” The approval of the code amendments set forth in the proposed ordinance does not approve any physical development project, and it would not result in a direct or indirect physical changes in the environment. The proposed changes to Title 6, Health and Sanitation and Title 23, Zoning are to clean up inconsistencies, delete reference to old County Code sections, and clarify when specific uses are permitted or require additional discretionary review. Any specific development projects that may result from these changes will be subject to environmental review. The proposed amendments are consistent with the City’s General Plan. For these reasons, the proposed amendments would not have the potential to result in individually or cumulatively significant effects on the environment and these Municipal Code amendments are exempt from review under CEQA and no further environmental review is necessary.

FISCAL IMPACT

There is no anticipated fiscal impact of the proposed action on City finances.

ATTACHMENTS

1. Ordinance 15-2018 Municipal Code Amendments
2. Exhibit A of Ordinance 15-2018 Municipal Code Amendments
3. Draft Amendments in track change format

ATTACHMENT 1**CITY OF RANCHO CORDOVA****ORDINANCE NO. XX-2018**

AN ORDINANCE OF THE CITY COUNCIL OF RANCHO CORDOVA, STATE OF CALIFORNIA, AMENDING TITLE 6 (HEALTH AND SANITATION), CHAPTER 6.56 ABANDONED VEHICLES; AND TITLE 23 (ZONING CODE), ARTICLE 1 ADMINISTRATION, ARTICLE 3 ZONING DISTRICT, ALLOWABLE USES, AND GENERAL DEVELOPMENT STANDARDS, ARTICLE 7 SITE PLANNING AND DEVELOPMENT STANDARDS, AND ARTICLE 11 DEFINITIONS OF THE RANCHO CORDOVA MUNICIPAL CODE

THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA DOES ORDAIN AS FOLLOWS:**Section 1. Purpose and Declarations.**

WHEREAS, the City conducts periodic updates of the provisions of the Municipal Code to ensure compliance with current laws, changes in local policy, consistency with adopted plans and programs, clarify ambiguities, address changing market conditions, reflect best practices, and to address issues or concerns with current regulations; and

WHEREAS, certain amendments to the Title 6 (Health and Sanitation), Chapter 6.56 Abandoned Vehicles are necessary to delete outdated references to Sacramento County Codes; and

WHEREAS, certain amendments to the Title 23 (Zoning), Articles 1, 3, 7 and 11 are necessary to reflect best management practices and eliminate ambiguities in the code; and

WHEREAS, on September 4, 2018 the City Council held a properly noticed public hearing for this Ordinance and considered all oral and written testimony.

Section 2: Findings. The City Council hereby finds:

A. **CEQA Compliance.** CEQA requires analysis of agency approvals of discretionary "projects." A "project," under CEQA, is defined as "the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment." (CEQA Guidelines, § 15378.) The proposed project includes discretionary amendments to the City's Municipal Code and is a project under CEQA; but it is exempt from CEQA review as set forth below.

CEQA Guidelines section 15060(c)(2) states that a project is not subject to CEQA review where the activity will not result in a direct or reasonably foreseeable indirect physical change to the environment. CEQA Guidelines Section 15061(b)(3) states that a project is exempt from CEQA "where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment." The approval of the code amendments set forth in the proposed Ordinance does not approve any physical development project, and it would not result in a direct or indirect physical changes in the environment. The proposed changes to Title 6, Health and Sanitation and Title 23, Zoning are to clean up inconsistencies, delete reference to old County Code sections, and clarify when specific uses are permitted or require additional discretionary review. The proposed amendments are consistent with the City's General Plan. For these reasons, the proposed amendments would not have the potential to result in individually or cumulatively significant effects on the environment and these Municipal Code

ATTACHMENT 1

amendments are exempt from review under CEQA and no further environmental review is necessary.

B. The proposed amendment is consistent with the General Plan. The attached Municipal Code Amendments ("Amendment") are consistent with the General Plan. The amendments would clean up inconsistencies, delete reference to old County Code sections, and clarify when specific uses are permitted or require additional discretionary review. The amendments would not have any conflicts with existing General Plan goals and policies.

C. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or welfare of the City. The attached amendment is focused on reflecting best practices and new market conditions while ensuring land use compatibility. None of these proposed amendments will be detrimental to the public interest, health, safety, convenience, or welfare of the City as they implement state law, reflect best practices, streamline procedures, clear up ambiguities, and incorporate select new uses in a manner to ensure land use compatibility.

D. The proposed amendments are internally consistent with other applicable provisions of this zoning code. The Amendments have been reviewed for consistency with the entirety of the Municipal Code and is consistent with other applicable provisions of the Municipal Code.

Section 3. Amendments to Title 6 Health and Sanitation

The City Council hereby adopts the amendments to Chapter 6.56 Abandoned Vehicles of Title 6 of the Rancho Cordova Municipal Code (Health and Sanitation), as shown and incorporated in **Exhibit A** to this ordinance.

Section 4. Amendments to Title 23 Zoning

The City Council hereby adopts the amendments to Article 1, Article 3, Article 7 and Article 11 of Title 23 of the Rancho Cordova Municipal Code (Zoning), as shown and incorporated in **Exhibit A** to this Ordinance.

Section 5. Severability

If any provision of this Ordinance or the application thereof to any person or circumstance, is held invalid, the remainder of the Ordinance, including the application of such part or provision to other persons or circumstances shall not be affected thereby and shall continue in full force and effect. To this end, provisions of this Ordinance are severable. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases be held unconstitutional, invalid or unenforceable.

Section 6. Effective Date

Within fifteen (15) days after adoption, a Summary of this Ordinance shall be published once in the Grapevine Independent, or the Sacramento Bee, a newspaper of general circulation printed and published in Sacramento County and circulated in the City of Rancho Cordova, in

ATTACHMENT 1

accordance with Government Code Section 36933. This Ordinance shall take effect and be enforced thirty (30) days after its inception.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the ____ day of _____, 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Linda Budge, Mayor

ATTEST:

Stacy Leitner, City Clerk

Rancho Cordova

Municipal Code Amendments

**ATTACHMENT 2
EXHIBIT A TO ORDINANCE 15-2018**

Note to Reader: Section placeholders to indicate the sections between changed subsections remain the same are indicated with three stars (*)**.

Title 6 Health and Sanitation

Chapter 6.56

Abandoned Vehicles

ATTACHMENT 2 EXHIBIT A TO ORDINANCE 15-2018

Chapter 6.56

ABANDONED VEHICLES

6.56.130 Definitions – Inoperative.

“Inoperative” shall mean the condition of a vehicle which is physically incapable of working, functioning, or otherwise operating to produce its designed effect or vehicles that are Certified as Non-Operation or Planned Non-Operation Certified with the California Department of Motor Vehicles. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 730 § 2, 1988; SCC 1 § 11 (part) 1970; SCC 1061 § 13, 1969].

6.56.160 Application of chapter – Exceptions.

A. This chapter shall not apply to any vehicle or part thereof which is either:

1. Completely enclosed within a building in a lawful manner where it is not visible from the street or other public or private property; or
2. Stored or parked in a lawful manner on private property in connection with the business of a licensed dismantler, licensed vehicle dealer, or a junk yard; or

B. The exceptions provided by this section shall not be construed to authorize the maintenance of a public or private nuisance, as such nuisance may be defined under any provisions of law other than Chapter 10 (commencing with Section 22650) of Division 11 of the Vehicle Code. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 730 § 2, 1988].

**ATTACHMENT 2
EXHIBIT A TO ORDINANCE 15-2018**

Note to Reader: Section placeholders to indicate the sections between changed subsections remain the same are indicated with three stars (*)**.

Title 23 Zoning Code

Article 1 Administration

ATTACHMENT 2 EXHIBIT A TO ORDINANCE 15-2018

Chapter 23.140

MINOR DESIGN REVIEW

23.140.020 Applicability.

B. Exemptions. The following structures and improvements are exempt from minor design review. However, such structures may require additional permits, such as a use permit or building permit, to ensure compliance with adopted building code standards and applicable zoning code provisions.

1. A single-family custom home on a lot that is consistent with existing zoning.
2. An addition to a single-family residential home that is consistent with existing zoning.
3. Parcel map for a single-family residence.
4. Expansions of existing nonresidential buildings or structures less than 1,000 square feet in size.
5. Accessory structures consistent with provisions of Chapter 23.734 RCMC (Accessory Structures).
6. Repairs and maintenance of site improvements or structures that do not add to, enlarge, or expand the area occupied by the land use or the floor area of the structure and do not significantly alter the appearance of site improvements or structures.
7. Interior alterations that do not increase the gross floor area within the structure or change/expand the permitted use of the structure.
8. Accessory dwelling units subject to California Government Code Section 65583.1.
9. Construction, alteration, or maintenance by a public utility or public agency of underground or overhead utilities intended to service existing or nearby approved developments (e.g., water, gas, electric, or telecommunication supply or disposal systems, including wires, mains, drains, sewers, pipes, conduits, cables, fire alarm boxes, police call boxes, traffic signals, hydrants, water tanks, and similar facilities and equipment). [Ord. 4-2017 § 3 (Exh. B); Ord. 12-2011 § 3 (Exh. A)].

C. The following Exemptions require a Zoning Certification (Chapter 23.113) prior to any changes.

1. Changes to site plan elements that are not specifically required by this code (e.g., decorative elements and landscaping that are not specifically required by the code).
2. Public art programs, projects, and improvements to existing sites, structures, utilities, and infrastructure authorized by council or designee.
3. Change to site plan elements that are specifically required by this code but do not significantly alter the design or function of the site plan.

**ATTACHMENT 2
EXHIBIT A TO ORDINANCE 15-2018**

Note to Reader: Section placeholders to indicate the sections between changed subsections remain the same are indicated with three stars (*)**.

Article 3 Zoning District, Allowable Uses, and General Development Standards

ATTACHMENT 2 EXHIBIT A TO ORDINANCE 15-2018

Chapter 23.313

MIXED-USE ZONING DISTRICTS

Table 23.313-1: Allowed Use and Permit Requirements for Mixed-Use Districts

Land Use Category	RMU	CMU	OPMU	OIMU	LIBP	VC	LTC	RTC	Specific Use Regulations
Industrial, Manufacturing, and Processing Uses									
Agricultural Products Processing	N	N	N	N	C	N	N	N	
Artisanal and Specialty Manufacture, Display, and Sales	N	P	P	P	P	P	P	P	
Brewery, Winery, Distillery	N	P ²⁹	P ²⁹	P ²⁹	P ²⁹	P ²⁹	P ²⁹	P ²⁹	
Manufacturing, Major	N	N	N	N	C ¹⁴	N	N	N	
Manufacturing, Minor	N	N	N	P	P	N	N	N	
Manufacturing, Small Scale	N	P	P	P	P	P	N	N	
Printing and Publishing	N	C	C	P	P	N	N	N	
Recycling Facility, Processing	N	N	N	N	C	N	N	N	
Recycling Facility, Scrap and Dismantling Facility	N	N	N	N	C	N	N	N	
Research and Development	N	N	P	P	P	N	N	N	
Storage, Personal Storage Facility	N	N	N	C ²⁷	P ²⁷	N	N	N	Chapter 23.915 RCMC
Storage, Warehouse	N	N	N	P	P	N	N	N	
Storage, Yards	N	N	N	P ¹⁴	P ¹⁴	N	N	N	
Wholesaling and Distribution	N	N	N	P ¹⁴	P ¹⁴	N	N	N	

Notes:

29. Over 20,000 square feet requires an Administrative Use Permit.

[Ord. 5-2017 § 3 (Exh. A); Ord. 4-2017 § 3 (Exh. B); Ord. 3-2017 § 3 (Exh. A); Ord. 1-2016 § 4; Ord. 15-2015 §§ 2, 3; Ord. 8-2015 § 4 (Exh. B); Ord. 12-2011 § 3 (Exh. A); Ord. 27-2008 § 1 (Exh. A § 2.5.030)].

ATTACHMENT 2 EXHIBIT A TO ORDINANCE 15-2018

Chapter 23.316

GENERAL COMMERCIAL AND INDUSTRIAL ZONES

**Table 23.316-1: Allowed Use and Permit Requirements for
General Commercial and Industrial Zoning Districts**

Land Use Category	GC	M-1	M-2	Specific Use Regulations
Industrial, Manufacturing, and Processing Uses				
Agricultural Products Processing	N	C	P	
Artisanal and Specialty Manufacture, Display and Sales	P	AUP	AUP	
Brewery, Winery, Distillery	N	p ¹⁵	p ¹⁵	
Junk Tire Facility	N	N	P	RCMC 23.916.020
Manufacturing, Major	N	AUP ²	P	
Manufacturing, Minor	N	P ²	P	
Manufacturing, Small Scale	P	P ²	P	
Printing and Publishing	N	P	P	
Recycling Facility, Processing	N	AUP	P	
Recycling Facility, Scrap and Dismantling Facility	N	N	C	
Research and Development	N	P	P	
Storage, Personal Storage Facility	N	p ^{2, 13}	p ¹³	Chapter 23.915 RCMC
Storage, Warehouse	AUP	P ²	P	
Storage, Yards	N	N	P ²	
Wholesaling and Distribution	P	P ²	P	

Notes:

15. Over 20,000 square feet requires an Administrative Use Permit [Ord. 5-2017 § 3 (Exh. A); Ord. 4-2017 § 3 (Exh. B); Ord. 1-2016 § 3; Ord. 15-2015 §§ 4, 5; Ord. 8-2015 § 4 (Exh. B); Ord. 12-2011 § 3 (Exh. A); Ord. 20-2010 § 3 (Exh. B); Ord. 7-2010 § 3 (Exh. A); Ord. 27-2008 § 1 (Exh. A § 2.6.030)].

ATTACHMENT 2
EXHIBIT A TO ORDINANCE 15-2018

Note to Reader: Section placeholders to indicate the sections between changed subsections remain the same are indicated with three stars (*)**.

Article 7 Site Planning and Development Standards

ATTACHMENT 2 EXHIBIT A TO ORDINANCE 15-2018

Chapter 23.719

PARKING AND LOADING

23.719.130 Standards for off-street parking for private residences.

Off-street parking and driveways for detached dwellings, manufactured homes, single-family attached dwellings, and two-unit attached dwellings shall meet the following requirements:

A. Any vehicle, trailer, or vessel which is inoperable or vehicles that are Certified as Non-Operation or Planned Non-Operation Certified with the Department of Motor Vehicles, shall be stored entirely within an enclosed structure, where it is not visible from the street or other public or private property and shall not be parked or stored in any yard within a residential zoning district or neighborhood.

ATTACHMENT 2
EXHIBIT A TO ORDINANCE 15-2018

Note to Reader: Section placeholders to indicate the sections between changed subsections remain the same are indicated with three stars (*)**.

Article 11 Definitions

ATTACHMENT 2

EXHIBIT A TO ORDINANCE 15-2018

Chapter 23.1104

GENERAL DEFINITIONS

23.1104.040 Land use definitions.

“Artisanal and specialty manufacture, display and sales” means the manufacture, display, and sales of specialty food and goods requiring the transformation of raw materials into products that may be edible, useful, or decorative. Outdoor display, sales and consumption on premises may be included subject to zoning and accessibility requirements, and any other state or local regulations such as, but not limited to, the California Uniform Food Facilities Law (CURFFL).

“Brewery, winery, distillery” means a facility where specific alcoholic beverages are manufactured. Incidental to the manufacturing process, a tasting area not to exceed 50 percent of the floor area is allowed. Tasting rooms must comply with retail hours of operation from 10:00 a.m. to 11:00 p.m. Tasting shall follow all guidelines established and enforced by Alcoholic Beverage Control. All manufacturing activities occur within a completely enclosed building or in an outdoor work area screened from view. Off-site sales of alcoholic beverages are allowed at this facility consistent with regulations of ABC licensure. Prior to occupancy, all breweries, wineries, or distilleries shall provide evidence of acquisition of all required state and federal permits. See also “Tasting room, off-site.”

“Tasting room, off-site” means a facility allowing beer, wine, or spirits tasting with on-site and off-site retail sales directly to the public (or shipped). The tasting room facility must be directly affiliated with a minimum of one brewery, winery, or distillery, meeting all applicable requirements of state and federal licensure. The tasting room may be operated as a standalone retail use. Food preparation is not permitted. Pre-packaged foods may be sold on premises. Patrons may carry food on site for personal consumption. Tasting rooms must comply with the retail hours of operation of 10:00 a.m. to 11:00 p.m. On-site tasting rooms are included as an accessory use in “Brewery, winery, distillery.” Any facilities not operating with these standards are considered “Bars and nightclubs.”

Chapter 6.56**ABANDONED VEHICLES****6.56.130 Definitions – Inoperative.**

“Inoperative” shall mean the condition of a vehicle which is physically incapable of working, functioning, or otherwise operating to produce its designed effect or vehicles that are Certified as Non-Operation or Planned Non-Operation Certified with the California Department of Motor Vehicles. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 730 § 2, 1988; SCC 1 § 11 (part) 1970; SCC 1061 § 13, 1969].

6.56.160 Application of chapter – Exceptions.

A. This chapter shall not apply to any vehicle or part thereof which is either:

1. Completely enclosed within a building in a lawful manner where it is not visible from the street or other public or private property; or
2. Stored or parked in a lawful manner on private property in connection with the business of a licensed dismantler, licensed vehicle dealer, or a junk yard; ~~or~~

~~3. Stored upon private property in the manner authorized by Section 301-04.7 of the Rancho Cordova zoning code.~~

B. The exceptions provided by this section shall not be construed to authorize the maintenance of a public or private nuisance, as such nuisance may be defined under any provisions of law other than Chapter 10 (commencing with Section 22650) of Division 11 of the Vehicle Code. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 730 § 2, 1988].

Chapter 23.140

MINOR DESIGN REVIEW

23.140.020 Applicability.

B. Exemptions. The following structures and improvements are exempt from minor design review. However, such structures may require additional permits, such as a use permit or building permit, to ensure compliance with adopted building code standards and applicable zoning code provisions.

1. A single-family custom home on a lot that is consistent with existing zoning.
2. An addition to a single-family residential home that is consistent with existing zoning.
3. Parcel map for a single-family residence.
4. Expansions of existing nonresidential buildings or structures less than 1,000 square feet in size.
5. Accessory structures consistent with provisions of Chapter 23.734 RCMC (Accessory Structures).
6. Repairs and maintenance of site improvements or structures that do not add to, enlarge, or expand the area occupied by the land use or the floor area of the structure and do not significantly alter the appearance of site improvements or structures.

~~7. Changes to site plan elements that are not specifically required by this code (e.g., decorative elements and landscaping that are not specifically required by code).~~

~~8. Public art programs, projects, and improvements to existing sites, structures, utilities, and infrastructure authorized by council or designee.~~

~~9. Changes to site plan elements that are specifically required by this code but do not significantly alter the design or function of the site plan.~~

~~107.~~ Interior alterations that do not increase the gross floor area within the structure or change/expand the permitted use of the structure.

~~118.~~ Accessory dwelling units subject to California Government Code Section 65583.1.

~~129.~~ Construction, alteration, or maintenance by a public utility or public agency of underground or overhead utilities intended to service existing or nearby approved developments (e.g., water, gas, electric, or telecommunication supply or disposal systems, including wires, mains, drains, sewers, pipes, conduits, cables, fire alarm boxes, police call boxes, traffic signals, hydrants, water tanks, and similar facilities and equipment). [Ord. 4-2017 § 3 (Exh. B); Ord. 12-2011 § 3 (Exh. A)].

C. The following Exemptions require a Zoning Certification (Chapter 23.113) prior to any changes.

1. Changes to site plan elements that are not specifically required by this code (e.g., decorative elements and landscaping that are not specifically required by the code).

2. Public art programs, projects, and improvements to existing sites, structures, utilities, and infrastructure authorized by council or designee.

3. Change to site plan elements that are specifically required by this code but do not significantly alter the design or function of the site plan.

Chapter 23.313

MIXED-USE ZONING DISTRICTS

Table 23.313-1: Allowed Use and Permit Requirements for Mixed-Use Districts

Land Use Category	RMU	CMU	OPMU	OIMU	LIBP	VC	LTC	RTC	Specific Use Regulations
Industrial, Manufacturing, and Processing Uses									
Artisanal and Specialty Manufacture, Display, and Sales	N	P	P	P	P	P	P	P	
Brewery, Winery, Distillery	N	<u>P²⁹AUP</u>	<u>P²⁹AUP</u>	<u>P²⁹AUP</u>	<u>P²⁹AUP</u>	<u>P²⁹AUP</u>	<u>P²⁹AUP</u>	<u>P²⁹AUP</u>	
Special Regulated Uses									
Card Rooms	N	P	C	C	C	N	N	N	RCMC 23.919.020
Check Cashing Businesses	N	P	N	N	N	N	N	N	RCMC 23.919.030
Massage Parlors, Massage Establishments	N	P ²⁸	N	N	N	N	N	N	Chapter 4.33 RCMC
Pawnshops	N	P	N	N	N	N	N	N	RCMC 23.919.040
Recycling Facility, Collection Facility	N	C	C	C	P	C	C	C	RCMC 23.919.050
Sexually Oriented Businesses	N	N	N	N	P	N	N	N	RCMC 23.919.060
Smoke Shops	N	P	N	N	C	N	N	N	RCMC 23.919.070
Tattoo Parlors	N	P	N	N	N	N	N	N	RCMC 23.919.080
Thrift Stores	N	P	N	AUP	AUP	N	N	N	RCMC 23.919.090

Notes:

29. Over 20,000 square feet requires an Administrative Use Permit.

[Ord. 5-2017 § 3 (Exh. A); Ord. 4-2017 § 3 (Exh. B); Ord. 3-2017 § 3 (Exh. A); Ord. 1-2016 § 4; Ord. 15-2015 §§ 2, 3; Ord. 8-2015 § 4 (Exh. B); Ord. 12-2011 § 3 (Exh. A); Ord. 27-2008 § 1 (Exh. A § 2.5.030)].

Chapter 23.316

GENERAL COMMERCIAL AND INDUSTRIAL ZONES

**Table 23.316-1: Allowed Use and Permit Requirements for
General Commercial and Industrial Zoning Districts**

Land Use Category	GC	M-1	M-2	Specific Use Regulations
Industrial, Manufacturing, and Processing Uses				
Agricultural Products Processing	N	C	P	
Artisanal and Specialty Manufacture, Display and Sales	P	AUP	AUP	
Brewery, Winery, Distillery	N	p ¹⁵	p ¹⁵	
Junk Tire Facility	N	N	P	RCMC 23.916.020
Manufacturing, Major	N	AUP ²	P	
Manufacturing, Minor	N	P ²	P	
Manufacturing, Small Scale	P	P ²	P	
Printing and Publishing	N	P	P	
Recycling Facility, Processing	N	AUP	P	
Recycling Facility, Scrap and Dismantling Facility	N	N	C	
Research and Development	N	P	P	
Storage, Personal Storage Facility	N	p ^{2, 13}	p ¹³	Chapter 23.915 RCMC
Storage, Warehouse	AUP	P ²	P	
Storage, Yards	N	N	P ²	
Wholesaling and Distribution	P	P ²	P	

Notes:

15. Over 20,000 square feet requires an Administrative Use Permit

[Ord. 5-2017 § 3 (Exh. A); Ord. 4-2017 § 3 (Exh. B); Ord. 1-2016 § 3; Ord. 15-2015 §§ 4, 5; Ord. 8-2015 § 4 (Exh. B); Ord. 12-2011 § 3 (Exh. A); Ord. 20-2010 § 3 (Exh. B); Ord. 7-2010 § 3 (Exh. A); Ord. 27-2008 § 1 (Exh. A § 2.6.030)].

Chapter 23.719

PARKING AND LOADING

23.719.130 Standards for off-street parking for private residences.

Off-street parking and driveways for detached dwellings, manufactured homes, single-family attached dwellings, and two-unit attached dwellings shall meet the following requirements:

A. Any vehicle, trailer, or vessel which is ~~inoperable~~ or vehicles that are Certified as Non-Operation or Planned Non-Operation Certified with the Department of Motor Vehicles, and/or without current registration shall be stored entirely within an enclosed structure ~~or carport, where it is not visible from the street or other public or private property.~~ (see RCMC 23.734.040, Development standards) and shall not be parked or stored in any yard within a residential zoning district or neighborhood.

Chapter 23.1104

GENERAL DEFINITIONS

23.1104.030 Purpose, land use definitions.

The purpose of this chapter is to provide descriptions for each of the land use categories used in Article 3 (Zoning Districts, Allowable Uses, and General Development Standards). Descriptions are grouped by general category on the basis of function, product, or compatibility characteristics as used in Article 3 of this title (Zoning Districts, Allowable Uses, and General Development Standards). [Ord. 4-2017 § 3 (Exh. B); Ord. 12-2011 § 3 (Exh. A); Ord. 27-2008 § 1 (Exh. A § 10.1.010). Formerly 23.1101.010].

23.1104.040 Land use definitions.

“Artisanal and specialty manufacture, display and sales” means the manufacture, display, and sales of specialty food and goods requiring the transformation of raw materials into products that may be edible, useful, or decorative. Outdoor display, sales and consumption on premises may be included subject to zoning and accessibility requirements, and any other state or local regulations such as, but not limited to, the California Uniform Food Facilities Law (CURFFL). ~~This listing includes craft breweries, small scale winery production facilities, and craft distilleries. Such facilities manufacture alcoholic beverages with an annual production of less than 15,000 barrels of beer or 15,000 gallons of wine or spirits respectively. Incidental to the manufacturing process, a tasting area not to exceed 50 percent of the floor area is allowed. Tasting rooms must comply with retail hours of operation from 10:00 a.m. to 10:00 p.m. Tasting shall follow all guidelines established and enforced by Alcoholic Beverage Control (ABC). All manufacturing activities occur within a completely enclosed building or in an outdoor work area screened from view. Off site sales of alcoholic beverages are allowed at this facility consistent with regulations of ABC licensure. Prior to occupancy, all craft breweries, wineries, or distilleries shall provide evidence of acquisition of all required state and federal permits. See also “Tasting room, off-site.”~~

“Brewery, winery, distillery” means a facility where specific alcoholic beverages are manufactured, ~~with an annual production of 15,000 barrels or more of beer or 15,000 gallons or more of wine or spirits.~~ Incidental to the manufacturing process, a tasting area not to exceed 50 percent of the floor area is allowed. Tasting rooms must comply with retail hours of operation from 10:00 a.m. to ~~10~~11:00 p.m. Tasting shall follow all guidelines established and enforced by Alcoholic Beverage Control. All manufacturing activities occur within a completely enclosed building or in an outdoor work area screened from view. Off-site sales of alcoholic beverages are allowed at this facility consistent with regulations of ABC licensure. Prior to occupancy, all breweries, wineries, or distilleries shall provide evidence of acquisition of all required state and federal permits. See also “Tasting room, off-site.”

“Tasting room, off-site” means a facility allowing beer, wine, or spirits tasting with on-site and off-site retail sales directly to the public (or shipped). The tasting room facility must be directly affiliated with a minimum of one brewery, winery, or distillery, meeting all applicable requirements of state and federal licensure. The tasting room may be operated as a standalone retail use. Food preparation is not permitted. Pre-packaged foods may be sold on premises. Patrons may carry food on site for personal consumption. Tasting rooms must comply with the retail hours of operation of 10:00 a.m. to ~~10~~11:00 p.m. On-site tasting rooms are included as an accessory use in ~~“Artisanal and specialty manufacture, display and sales” or~~ “Brewery, winery, distillery.” Any facilities not operating with these standards are considered “Bars and nightclubs.”

MEMORANDUM



DATE: September 4, 2018

TO: Honorable Mayor and Council Members

FROM: Darcy Goulart, Planning Manager

SUBJECT: INTRODUCTION AND FIRST READING OF AN ORDINANCE REPEALING CHAPTER 4.28 BINGO PARLORS OF THE RANCHO CORDOVA MUNICIPAL CODE AND AMENDING SECTIONS OF THE RANCHO CORDOVA MUNICIPAL CODE RELATED TO TITLE 4 BUSINESS REGULATION; BINGO GAMES; TITLE 23 ZONING CODE; AND THE FOLSOM BOULEVARD SPECIFIC PLAN

RECOMMENDATION

Introduce and waive first reading of the Ordinance.

RESULT OF RECOMMENDED ACTION

The Ordinance would come back for a second reading and adoption at the next regular City Council meeting. Approval of the Ordinance would amend Title 4 (Business Regulation), Chapter 4.26 Bingo Games; Title 23 (Zoning Code), Article 3 Zoning District, Allowable Uses, and General Development Standards; and the Folsom Boulevard Specific Plan, Chapter 2 Land Use Plan and Allowed Uses. The ordinance would also repeal Chapter 4.28 Bingo Parlors and incorporate bingo parlor standards into Chapter 4.26 Bingo Games.

BACKGROUND

At the June 18, 2018 City Council meeting, staff presented various amendments to the municipal code related to bingo games and parlors. As part of the discussion and public comment, the Council directed staff to prepare some additional amendments and continued the item to allow staff to make the requested modifications. A discussion with staff resulted in the desire to do some additional research on bingo games and parlors. The result of that research and additional discussions was to combine Chapter 4.26 Bingo Games and 4.28 Bingo Parlors into one chapter of the Municipal Code. This will provide all the necessary information into one chapter of the code and make it easier for perspective bingo operators to understand the requirements.

ANALYSIS

Attachment 3 includes all draft amendments to Title 4 Business Regulations, Title 23 Zoning Code, and the Folsom Boulevard Specific Plan. Draft amendments are shown with track changes with new draft language underlined and language proposed for removal with strike throughs. Only those chapters and/or sections with proposed changes are included in the attached documents as excerpts from the Rancho Cordova Municipal Code. A summary of the

changes is provided below. As a note, **Attachment 2** includes all the codes amendments in a non-track change format. This is provided as an exhibit to the Ordinance.

Title 4, Chapter 4.26 Bingo

The majority of the amendments to Chapter 4.26 are necessary for consistency with State law and best management practices. The amendments don't necessarily change the outcome of how bingo games are currently being handled. The amendments just provide updated language and clarification. The two notable changes in the code are:

1. Increase of the maximum prize amount from \$250 to \$500. This is consistent with State law and what other agencies in the region allow as a maximum payout.
2. An increase in the number of bingo sessions per week for non-profits such as mobile home park associations and senior centers from one to two.
3. Provides language stating that the conduct of more than two bingo sessions per week requires a special business license to operate as a bingo parlor.
4. Additionally, language that allowed the Chief of Police to approve additional games per week for non-profits that do not operate as a bingo parlor has been deleted. Upon discussion with the Police Department, it was decided to delete this language because the Department didn't want to retain the discretion to consider additional games per week, as this tends to be a very ambiguous process. It also requires review of various financial records and site inspections. This would require additional staffing resources that are not currently planned for.

Title 4, Chapter 4.28 Bingo Parlors

Proposed to be repealed, as the necessary information has been combined into Chapter 4.26 of the municipal code.

Title 23, Article 3 Zoning District, Allowable Uses, and General Development Standards

1. Adding Bingo Parlors as a permitted use in the CMU, OPMU and OIMU zoning designations on table 23.313-1 under Special Regulated Uses.
2. Adding footnote 30 to table 23.313-1 to indicate that bingo parlors are regulated by RCMC Chapter 4.26 and that there is a limit to two bingo parlors in the City at any given time.

Folsom Boulevard Specific Plan, Chapter 2 Land Use Plan and Allowed Uses

At the previous City Council meeting, staff had presented the option of allowing bingo parlors in the Folsom Boulevard Specific Plan (FBSP) area with the stipulation that parlors had to be located on parcels that are 1,000 feet from Folsom Boulevard. The Council discussed the distance requirement and felt like it wasn't necessary and directed staff to remove the requirement. An amendment is proposed to Table 2-2, Use Table for Mixed use Classifications, to list Bingo Parlors as a permitted use in the FBSP within the OIMU zone. The 1,000 foot distance requirement footnote has been removed from the proposed amendments.

ENVIRONMENTAL ANALYSIS

CEQA requires analysis of agency approvals of discretionary "projects." A "project," under CEQA, is defined as "the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment." (CEQA Guidelines, § 15378.) The proposed project includes discretionary amendments to the City's Municipal Code and is a project under CEQA; but it is exempt from CEQA review as set forth below.

CEQA Guidelines section 15060(c)(2) states that a project is not subject to CEQA review where the activity will not result in a direct or reasonably foreseeable indirect physical change to the environment. CEQA Guidelines Section 15061(b)(3) states that a project is exempt from CEQA “where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.” The approval of the code amendments set forth in the proposed ordinance does not approve any physical development project, and it would not result in a direct or indirect physical changes in the environment. The proposed changes to Title 4, Business Regulations, and Title 23, Zoning are to clean up inconsistencies, update regulations for consistency with State law and clarify when specific uses are permitted. Any specific development projects that may result from these changes will be subject to environmental review. Amendments to the Folsom Boulevard Specific Plan are proposed to list Bingo Parlors as a permitted use in the OIMU zone within the boundaries of the specific plan. The proposed amendments are consistent with the City’s General Plan. For these reasons, the proposed amendments would not have the potential to result in individually or cumulatively significant effects on the environment and these Municipal Code amendments are exempt from review under CEQA and no further environmental review is necessary.

FISCAL IMPACT

There is no anticipated fiscal impact of the proposed action on City finances.

ATTACHMENTS

1. Ordinance for the Municipal Code Amendments
2. Exhibit A to the Ordinance for the Municipal Code Amendments
3. Draft Amendments in track change format
4. Presentation

ATTACHMENT 1**CITY OF RANCHO CORDOVA****ORDINANCE NO. XX-2018**

AN ORDINANCE OF THE CITY COUNCIL OF RANCHO CORDOVA, STATE OF CALIFORNIA, REPEALING CHAPTER 4.28 BINGO PARLORS AND AMENDING TITLE 4 (BUSINESS REGULATION), CHAPTER 4.26 BINGO GAMES; TITLE 23 (ZONING CODE), ARTICLE 3 ZONING DISTRICT, ALLOWABLE USES, AND GENERAL DEVELOPMENT STANDARDS OF THE RANCHO CORDOVA MUNICIPAL CODE; AND THE FOLSOM BOULEVARD SPECIFIC PLAN, CHAPTER 2 LAND USE PLAN AND ALLOWED USES

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

Section 1. Purpose and Declarations.

WHEREAS, the City conducts periodic updates of the provisions of the Municipal Code to ensure compliance with current laws, changes in local policy, consistency with adopted plans and programs, clarify ambiguities, address changing market conditions, reflect best practices, and to address issues or concerns with current regulations; and

WHEREAS, repealing Chapter 4.28 Bingo Parlors of Title 4 (Business Regulation), is necessary as the bingo parlor requirements are being incorporated into Chapter 4.26 and therefore Chapter 4.28 is no longer needed; and

WHEREAS, certain amendments to the Title 4 (Business Regulation), Chapter 4.26 Bingo are necessary to update the code to reflect current standards outlined in State law; and

WHEREAS, certain amendments to the Title 23 (Zoning), Article 3 are necessary to include Bingo Parlors as a listed use in the land use table; and

WHEREAS, certain amendments to the Folsom Boulevard Specific Plan are necessary to include Bingo Parlor as a listed use in the land use table of Chapter 2; and

WHEREAS, on September 4, 2018 the City Council held a properly noticed public hearing for this Ordinance and considered all oral and written testimony.

Section 2: Findings. The City Council hereby finds:

A. CEQA Compliance. CEQA requires analysis of agency approvals of discretionary “projects.” A “project,” under CEQA, is defined as “the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.” (CEQA Guidelines, § 15378.) The proposed project includes discretionary amendments to the City’s Municipal Code and is a project under CEQA; but it is exempt from CEQA review as set forth below.

CEQA Guidelines section 15060(c)(2) states that a project is not subject to CEQA review where the activity will not result in a direct or reasonably foreseeable indirect physical change to the environment. CEQA Guidelines Section 15061(b)(3) states that a project is exempt from CEQA “where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.” The approval of the code amendments set forth in the proposed ordinance does not approve any physical development project, and it would not

ATTACHMENT 1

result in a direct or indirect physical changes in the environment. The proposed changes to Title 4, Business Regulations, and Title 23, Zoning are to clean up inconsistencies, update regulations for consistency with State law and clarify when specific uses are permitted. Any specific development projects that may result from these changes will be subject to environmental review. Amendments to the Folsom Boulevard Specific Plan are proposed to list Bingo Parlors as a permitted use in the OIMU zone within the boundaries of the specific plan. The proposed amendments are consistent with the City's General Plan. For these reasons, the proposed amendments would not have the potential to result in individually or cumulatively significant effects on the environment and these Municipal Code amendments are exempt from review under CEQA and no further environmental review is necessary.

B. The proposed amendment is consistent with the General Plan. The attached Municipal Code Amendments ("Amendment") are consistent with the General Plan. The amendments would clean up inconsistencies, delete reference to old County Code sections, and clarify when specific uses are permitted or require additional discretionary review. The amendments would not have any conflicts with existing General Plan goals and policies.

C. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or welfare of the City. The attached amendment is focused on reflecting best practices and new market conditions while ensuring land use compatibility. None of these proposed amendments will be detrimental to the public interest, health, safety, convenience, or welfare of the City as they implement state law, reflect best practices, streamline procedures, clear up ambiguities, and incorporate select new uses in a manner to ensure land use compatibility.

D. The proposed amendments are internally consistent with other applicable provisions of this zoning code. The Amendments have been reviewed for consistency with the entirety of the Municipal Code and is consistent with other applicable provisions of the Municipal Code.

Section 3. Amendments to Title 4 Business Regulations

The City Council hereby adopts the amendments to Chapter 4.26 Bingo Games and repeals Chapter 4.28 Bingo Parlors of Title 4 of the Rancho Cordova Municipal Code (Business Regulations), as shown and incorporated in **Exhibit A** to this ordinance.

Section 4. Amendments to Title 23 Zoning

The City Council hereby adopts the amendments to Article 3 of Title 23 of the Rancho Cordova Municipal Code (Zoning), as shown and incorporated in **Exhibit A** to this ordinance.

Section 5. Amendments to the Folsom Boulevard Specific Plan

The City Council hereby adopts the amendments to the Folsom Boulevard Specific Plan, Chapter 2 Land Use Plan and Allowed Uses, as shown and incorporated in **Exhibit A** of this ordinance.

Section 6. Severability

If any provision of this Ordinance or the application thereof to any person or circumstance, is held invalid, the remainder of the Ordinance, including the application of such part or provision

ATTACHMENT 1

to other persons or circumstances shall not be affected thereby and shall continue in full force and effect. To this end, provisions of this Ordinance are severable. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases be held unconstitutional, invalid or unenforceable.

Section 7. Effective Date

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

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the ____ day of _____, 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Linda Budge, Mayor

ATTEST:

Stacy Leitner, City Clerk

**ATTACHMENT 2
EXHIBIT A TO THE ORDINANCE**

Rancho Cordova

Municipal Code Amendments

September 4, 2018

**ATTACHMENT 2
EXHIBIT A TO THE ORDINANCE**

Note to Reader: Section placeholders to indicate the sections between changed subsections remain the same are indicated with three stars (*)**.

Title 4 Business Regulation

Chapter 4.26 Bingo

ATTACHMENT 2

EXHIBIT A TO THE ORDINANCE

Note to Reader: Section placeholders to indicate the sections between changed subsections remain the same are indicated with three stars (*)**.

Chapter 4.26

BINGO

Sections:

- 4.26.000 Authority.
- 4.26.005 License Required.
- 4.26.010 Definitions.
- 4.26.015 Limitation of Bingo Game Prizes.
- 4.26.020 Membership Requirement.
- 4.26.025 Prohibition of member participation in staffing bingo games.
- 4.26.030 Chief of Police.
- 4.26.035 Organizations eligible for license.
- 4.26.040 Special Business License application.
- 4.26.042 Additional Application Requirements for Bingo Parlors.
- 4.26.045 Bingo manager.
- 4.26.050 License fee.
- 4.26.055 Issuance of license.
- 4.26.060 Posting of license.
- 4.26.062 Employee Permits.
- 4.26.065 Profits – 23701d organizations.
- 4.26.070 Proceeds – Other organizations.
- 4.26.075 Facility and Records – Compliance examination and inspection.
- 4.26.080 Retention of records.
- 4.26.083 Limitation of involvement in bingo.
- 4.26.085 Prohibition of financial interest in bingo.
- 4.26.090 Exclusive operation by licensee.
- 4.26.095 Staff member identification.
- 4.26.100 Attendance limited to occupancy capacity.
- 4.26.105 Licensing of premises.
- 4.26.110 Operating rules.
- 4.26.115 Location of games.
- 4.26.120 Limitation of bingo hours and sessions.
- 4.26.125 Location restriction.
- 4.26.130 Temporary suspension of license pending opportunity for hearing.
- 4.26.135 Notice of temporary suspension and appeal – Appeal of underlying suspension or revocation.
- 4.26.140 Conducting bingo games after temporary suspension or suspension.
- 4.26.150 Receiving bingo proceeds during suspension or revocation.
- 4.26.155 Purchases from bingo suppliers.
- 4.26.160 Injunction.
- 4.26.165 Regulation of games and equipment.
- 4.26.167 Card Minder Equipment.
- 4.26.168 Conduct of Bingo Games.
- 4.26.170 False or misleading advertising.
- 4.26.175 Receipt of profit by a person and penalty for violation of this chapter.
- 4.26.180 Discontinuance of bingo games.

ATTACHMENT 2

EXHIBIT A TO THE ORDINANCE

4.26.000 Authority.

Pursuant to the authority provided in Section 7, Article XI and Section 19(c), of Article IV of the California State Constitution and Section 326.5 of the California Penal code, the city establishes the following requirements for the conduct of bingo games by organizations of the type described in said Section 4.26.035 of this Chapter.

4.26.005 License Required.

A. No organization, individual, or other entity shall conduct a bingo game in the city of Rancho Cordova without possessing a valid, unrevoked and unexpired special business license issued pursuant to the provisions of this chapter and Rancho Cordova administrative regulations adopted pursuant to this chapter, and except in conformance with Section 326.5 of the California Penal Code, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part) 1983].

B. No more than two (2) bingo parlors shall be permitted to operate within the limits of the City of Rancho Cordova at any given time. The RCMC, Chapter, 23.313, Section 23.313, Table 23.313-1 designates the zoning districts where a bingo parlor may operate once a license is obtained.

C. No organization, individual, or other entity shall, unless by authority of a valid, unrevoked and unexpired special business license issued pursuant to the provisions of this chapter, operate a bingo parlor in the city of Rancho Cordova, whether singularly or in connection with another type of enterprise. A person shall be deemed to operate or conduct a bingo parlor and violate this section if the person, without a special business license, supervises, directs, organizes, controls or is in any way responsible for or in charge of a bingo parlor for which a special business license is required.

4.26.010 Definitions.

“Bingo,” as used in this chapter, means a game of chance in which prizes are awarded on the basis of designated numbers or symbols that are marked or covered on a tangible card in a player’s possession that conform to numbers or symbols selected at random and announced by a live caller.

“Bingo” parlor means a building, facility, or other improvement upon which space is leased, rented or otherwise allocated for monetary consideration to an organizations possessing a special business license pursuant to this Chapter, within or upon which bingo games sponsored by the licensed organizations are conducted.

“Cards” refers to a cardboard or paper card. It is permissible for a “card” to be a sheet of paper with multiple card faces pre-printed on it. All cards, including pulltabs, shall be preprinted prior to the point of sale and bear the legend as follows: “for sale or use only in a bingo game authorized under California law and pursuant to local ordinance.”

“Card Minder.” The game of bingo includes the use of a bingo card minder in conjunction with bingo cards to assist a bingo player participating in bingo games to identify a winning card, when used under the conditions set forth in California Penal Code Section 326.5(p) and Section 4.26.167(B) of this chapter.

“Pulltabs”. The game of bingo shall include cards having numbers or symbols that are concealed and preprinted in a manner providing for the distribution of prizes. The winning cards shall not be known prior to the game by any person participating in the playing or operation of the bingo game.

“Session.” A bingo session shall not exceed six hours in duration. A session may consist of only live called games and the sale of pull tabs. A session begins when the first game starts by drawing the first random number and ends when the winning card or cards are identified for the final scheduled game of the session.

“Security” means the person(s) who protects bingo players, bingo licensees, and volunteers from exposure to danger. The security person(s) shall be prohibited from the sale or the distribution of bingo materials or otherwise participating in non-security activities before, during, and after the bingo session. However, this provision does not preclude security from accompanying the licensee with the session’s net proceeds to a night depository immediately after the session.

ATTACHMENT 2 EXHIBIT A TO THE ORDINANCE

4.26.015 **Limitation of Bingo Game Prizes.**

The total value of prizes awarded during the conduct of any bingo game shall not exceed five hundred dollars (\$500.00) in cash or kind, or both, for each separate game which is held. A bingo game begins when the first number is drawn and ends when the winning card or cards is identified and verified.

4.26.020 **Membership Requirement.**

A. Each licensee shall have written policies incorporated in its constitution, articles, bylaws, or other regulations setting forth the manner in which a person may become a bona fide member of the organization. Absent any such written policies, it shall be presumed that the organization has no members who may operate a bingo parlor or staff bingo games within the meaning of Section 326.5 of the California Penal Code.

B. The licensee shall keep a full and accurate list of its members. The Chief of Police or any other authorized representative of the City is entitled to examine and investigate such list at any reasonable time, and the licensee shall cooperate in making such records available upon demand of the Chief of Police. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part), 1983].

4.26.025 **Prohibition of member participation in staffing bingo games.**

A volunteer or member shall not participate in the staffing of bingo games if the Chief of Police makes a finding that such volunteer or member:

A. Has violated any applicable prohibition or requirement of this chapter or title or applicable administrative regulations adopted pursuant to this chapter or title, or has been convicted of a crime, and the time for appeal has elapsed, or when an order granting probation is made suspending the imposition of sentence, irrespective of the entry of a subsequent order under Section 1203.4 of the California Penal Code; or

B. Has done any act involving dishonesty, fraud or deceit with intent to substantially benefit him or herself, or another, or substantially injure another; and

C. That by reason of the violation, crime, or act, the member may perform his or her duties of staffing the bingo game in an unlawful manner or in a manner which subjects patrons of the bingo game to risk of harm or criminal, deceitful or otherwise unethical practices.

D. Is an agent, employee, servant, contractor, subcontractor or consultant of any bingo supplier or bingo parlor operator or has received or accepted any sort of salary, compensation, gratuity, consulting fee or any other thing of value in any form, in any amount, from a bingo supplier or bingo parlor operator in the prior three years. This prohibition extends to all volunteers or members whose immediate family members, including spouses, parents, children or siblings, by blood or affinity, have received employment or compensation from any bingo supplier or bingo parlor operator.

Notwithstanding the foregoing, a member shall not be prohibited from staffing a bingo game solely on the basis that a person has been convicted of a felony if the person has obtained a certificate of rehabilitation under Section 4852.01 et seq. of the California Penal Code, or that the person has been convicted of a misdemeanor if the person has met all applicable requirements of the criteria of rehabilitation developed to evaluate the rehabilitation of a person under Section 4852.05 of the California Penal Code. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995].

4.26.030 **Chief of Police.**

The city Chief of Police is charged with the responsibility of administering the regulations imposed by this chapter and exercising the authority conferred thereby. Such authority shall include the power and duty to issue special business licenses authorizing bingo games or to operate a bingo parlor, promulgate and enforce administrative regulations, and otherwise perform the duties and exercise the authorities conferred herein. The Chief of Police may designate the Assistant Chief of Police or other qualified employee to carry out the duties of this chapter. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part), 1983].

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EXHIBIT A TO THE ORDINANCE

4.26.035 Organizations eligible for license.

Pursuant to Section 19(c) of Article IV of the California Constitution, California Penal Code Section 326.5 and the provisions of this Chapter, no individual, corporation, partnership or legal entity shall be permitted to conduct a bingo game or operate a bingo parlor except organizations exempt from the payment of the Bank and Corporation Tax by Sections 23701a, 23701b, 23701d, 23701e, 23701f, 23701g, and 23701l of the Revenue and Taxation Code, mobile home park associations and senior citizens organizations; provided that the receipts of such games are used for charitable purposes. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part), 1983].

4.26.040 Contents of the application.

In addition to the matters prescribed by RCMC 4.10.030, an application for a special business license to conduct bingo games shall contain the following:

A. The names and signatures of at least two officers, including the presiding officer of the organization who will be primarily responsible for conducting bingo games. In the event of any change in persons holding such offices, the licensee shall within ten (10) days of change notify the Chief of Police, in writing, of such change, specifying the name, address, date of birth, and telephone number of such officer(s);

B. A description of the property on which bingo games will be conducted, including the street number, whether owned or leased, applicant's current use of the premises, and the occupancy capacity of the property;

C. A copy of the deed, lease or other written instrument by which the applicant will acquire entitlement to occupy the premises where the bingo games will be conducted, and a description of all uses which the applicant will make of the premises;

D. A statement of the specific charitable purpose(s) for which the applicant is organized;

E. Proposed day(s) of the week and hours for conduct of bingo games;

F. Such proof as may be required by the Chief of Police that the applicant is eligible and qualified to receive a special business license under RCMC 4.26.035. If eligibility is based on an exemption from payment of the bank and corporation tax, the application shall be accompanied by a certificate of determination of exemption under the applicable section of the Revenue and Taxation Code, or a letter of good standing from the Exemption Division of the Franchise Tax Board showing such exemption;

G. A statement that the applicant agrees to conduct bingo games in strict accordance with the provisions of Section 326.5 of the California Penal Code, this chapter, Rancho Cordova administrative regulations adopted pursuant to this chapter, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as may be amended from time to time, and agrees that the license may be revoked by the Chief of Police upon violation of any such provisions; and

H. A detailed summary, showing all sources and amounts of income and expenditures of the organization including the amounts, recipients and the purpose for which the expended funds were used, for a period of not less than one year prior to the dates of the application; and

I. A detailed statement, describing the accommodations and auxiliary aids and services, which comply with this chapter and Section 326.5 of the Penal Code, that will be provided by the applicant during its bingo sessions to enable the play of bingo by those individuals with disabilities;

J. Said application shall be signed by the applicant under penalty of perjury. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part), 1983].

4.26.042 Additional Application Requirements for Bingo Parlors.

In addition to the matters prescribed by RCMC 4.10.030 and Section 4.26.040, an application for a special business license to operate a bingo hall shall contain the following:

ATTACHMENT 2

EXHIBIT A TO THE ORDINANCE

A. A copy of all leases, contracts or other agreements regarding the use or occupancy of the bingo parlor by and between the licensee and any organization licensed to conduct bingo games pursuant to this Chapter;

B. A description of all uses which any organization licensed pursuant to this Chapter shall make of the bingo parlor premises; and

C. A detailed description of the facility, services, resources and security personnel which the licensee shall provide to each organization licensed pursuant to this Chapter which shall operate or conduct a bingo game at the bingo parlor.

4.26.045 Bingo manager.

Concurrently with the filing of an application, each applicant shall file a statement specifying the name, address, telephone number and birth date of one or more persons who shall manage, supervise and be responsible for the conduct of all bingo games by said applicant. Said person(s) shall be known as the bingo manager(s), shall sign said statement accepting such responsibility and shall be present on the premises at all times during which bingo games are conducted. In the event any other person is designated as the bingo manager by any licensee, such licensee shall within ten (10) days of such designation file a new statement containing all of the data specified in this section.

No person meeting the definition under Section 4.26.025(D) of this chapter may serve as bingo manager. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part), 1983].

4.26.050 License fee.

Each holder of a Special Business License to conduct bingo games shall, pursuant to the authority conferred by Section 326.5 of the California Penal Code, pay to the Chief of Police a fee of \$50.00 paid upon application for a special business license or the application for renewal thereof. An additional fee, prescribed by a resolution of the city council, for law enforcement and public safety costs incurred by the city that are directly related to bingo activities may be imposed and shall be collected monthly by the city and such additional fee shall not exceed the actual costs incurred in providing the service. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part), 1983].

4.26.055 Issuance of license.

The Chief of Police shall issue a Special Business License to conduct bingo games or operate a bingo parlor unless one or more of the findings prescribed by Section 4.10.040 of Chapter 4.10 are made, or the Chief of Police makes one or more of the following findings in writing:

A. The bingo games will be a fraud on the public;

B. Bingo games or the bingo parlor will be conducted at a location, managed in a manner or the proceeds thereof will be accounted for or expended in a manner which violates, or the applicant has violated, Section 326.5 of the California Penal Code, this chapter, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time;

C. The identity of the applicant or proposed method or methods of conducting bingo games are contrary to the provisions of Section 326.5 of the California Penal Code, this chapter, Rancho Cordova administrative regulations adopted under this chapter, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation as they may be amended from time to time;

D. The applicant will be maintaining an inadequate system of recordkeeping and accounting relating to the conduct of the games and disposition of the proceeds therefrom;

E. The applicant intentionally provided false information on the application, or the application does not conform to the requirements, terms, and conditions of this chapter, Section 326.5 of the California Penal Code, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time; or

F. The applicant or one of its officers, managers or board members holds a current license under RCMC Chapter 4.29 or an officer, manager or member of the governing board of the applicant or an immediate family member of a

ATTACHMENT 2

EXHIBIT A TO THE ORDINANCE

manager, officer or member of the governing board is an employee, agent, contractor, subcontractor or consultant for a bingo supplier or bingo parlor operator or has received a salary, compensation, gratuity or anything of value in any amount from a bingo supplier or bingo parlor operator or any agent thereof within the prior three years. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part), 1983].

4.26.060 Posting of license.

The special business license shall be conspicuously posted at the location of the bingo games. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part), 1983].

4.26.062 Employee permits.

A. No person shall work in a bingo parlor as a bingo parlor manager and no person who holds a special business license authorizing operation of a bingo parlor shall employ any person as a bingo parlor manager unless such person possesses a valid employee permit or a special business license issued pursuant to the provisions of Chapter 4.10 RCMC and this chapter.

B. In addition to the matters prescribed by RCMC 4.10.080, an application for an employee permit to serve as a bingo parlor manager shall contain a list of each arrest resulting in either a conviction, a plea of guilty or a plea of nolo contendere. This list shall, for each such conviction, plea of guilty or plea of nolo contendere, set forth the date of arrest, the offense charged and the offense for which the applicant was convicted, or entered a plea of guilty or plea of nolo contendere.

C. Upon receipt of an application for an employee permit to serve as a bingo parlor manager, the Chief of Police shall conduct such investigation pursuant to RCMC 4.10.085 as is deemed necessary. The Chief of Police shall issue the permit pursuant to RCMC 4.10.090 unless he or she finds any of the following:

1. That the application fails to contain information required by the Chief of Police, this Chapter or is otherwise incomplete;
2. That information contained in the application is false or otherwise inaccurate;
3. That the applicant has been convicted of a crime and the time for appeal has elapsed, or when an order granting probation is made suspending the imposition of sentence, irrespective of the entry of a subsequent order under Section 1203.4 of the California Penal Code, or has done any act involving dishonesty, fraud or deceit with intent to substantially benefit him or herself or another, or substantially injure another, and the Chief of Police concludes that by reason of the crime or act the applicant may not perform his or her duties as a bingo parlor manager in a law-abiding manner or in a manner which does not subject patrons of the bingo parlor to risk of harm or criminal, deceitful or otherwise unethical practices. Notwithstanding the foregoing, an application shall not be denied solely on the basis that a person has been convicted of a felony if the person has obtained a certificate of rehabilitation under Section 4852.01 et seq. of the California Penal Code, or that the person has been convicted of a misdemeanor if the person has met all applicable requirements of the criteria of rehabilitation developed to evaluate the rehabilitation of a person when considering the denial of a license under Section 4852.05 of the California Penal Code; or
4. That the applicant has violated or is in noncompliance with any of the provisions of this chapter, Section 326.5 of the California Penal Code, Rancho Cordova administrative regulations adopted pursuant to this chapter, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, and as they may be amended from time to time.
5. That the applicant or any member of the applicant's immediate family defined as parent, child, spouse, or sibling by blood or affinity is affiliated with any person or entity which holds a current license under RCMC Chapter 4.29 or is presently, or in the prior five years has served as a manager, officer, member of a governing Board or volunteer for any bingo licensee or bingo supplier or received any salary, compensation, gratuity, gift or anything of value in any amount from any bingo licensee or bingo supplier.

D. An employee permit may be revoked or suspended pursuant to RCMC 4.10.140 upon any of the following grounds:

1. Violation of any of the duties, terms, conditions, requirements or prohibitions contained in this chapter, in the Rancho Cordova administrative regulations adopted pursuant to this chapter, Section 326.5 of the California

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Penal Code, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time;

2. Violation of any duties, terms, conditions, requirements or prohibitions imposed by Chapter 4.02 or 4.10 RCMC;

3. Misrepresentation of a material fact contained in the application for the permit; or

4. The Chief of Police has acquired information supporting a finding as described by this subsection in relation to the holder of the permit.

4.26.065 Profits – 23701d organizations.

With respect to organizations exempt from payment of the bank and corporation tax by Section 23701d of the Revenue and Taxation Code, all profits derived from a bingo game shall be kept in a special fund or account, and shall not be commingled with any other fund or account. Such profits shall be expended only for the charitable purposes stated in the application for bingo license or in the articles of incorporation of such organization. These profits shall not be used for the private gain of any individual. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 12 (part), 1983].

4.26.070 Proceeds – Other organizations.

A. With respect to organizations licensed under this chapter which are not exempt from payment of the bank and corporation tax by Section 23701d of the Revenue and Taxation Code, all proceeds derived from a bingo game shall be kept in a special fund or account and shall not be commingled with any other fund or account. These proceeds shall not be used for the private gain of any individual. The proceeds shall be expended only for the charitable purposes stated in the application for bingo license or in the articles of incorporation of such organization, except as follows:

1. Such proceeds may be used for prizes;
2. A portion of such proceeds, not to exceed twenty (20) percent of the proceeds before the deduction for prizes, or two thousand dollars (\$2,000) per month, whichever is less, may be used for rental of property, overhead, the purchase of bingo equipment, administrative expenses, security equipment and security personnel; and
3. Such proceeds may be used to pay license fees.

B. A licensee shall be deemed to violate Subdivision (k)(2) of Section 326.5 of the California Penal Code and this subsection if expenses during any particular month exceed \$2,000. If expenses do not exceed two thousand dollars (\$2,000) per month, the Twenty (20) percent limitation shall be applied annually at the conclusion of each twelve (12) months of operation. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 0711 § 1, 1988; SCC 578 § 12 (part), 1983].

4.26.075 Facility and Records – Compliance examination and inspection.

A. The licensee shall keep full and accurate records of the income received and expenses disbursed in connection with its operation, conduct, promotion, supervision, and any other phase of bingo games or a bingo parlor. Such records are to include but are not limited to ledgers and accounts relating to inventory, proceeds, expenditures, and the distribution of all profits derived from bingo games, and any other records as are necessary to determine or establish compliance with the provisions of this chapter, Rancho Cordova administrative regulations adopted pursuant to this chapter, Section 326.5 of the California Penal Code, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time. The records shall be of such types and maintained in such manner as may be prescribed by the Chief of Police; and when not so prescribed, shall be of such types and maintained according to the requirements of generally accepted principles of accounting.

B. The Chief of Police or any other authorized representative of the city shall have the right to inspect the bingo parlor, conduct a compliance examination, review, audit, or photocopy bingo licensee records as described in subsection (A) of this section at any reasonable time, without having to obtain a search warrant and the license holder shall fully cooperate by making such records and photocopies thereof available to the Chief of Police upon demand. The licensee shall deliver the records for the purpose of a compliance examination, review, audit, inspection, or for photocopying to the office of the Chief of Police during reasonable hours upon demand of the Chief of Police.

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C. Compliance examinations shall be conducted by the Chief of Police of bingo licensee records described in subsection (A) of this section not less frequently than annually, for each twelve (12) months of each licensee's operation.

D. If the organizational structure of the licensee is such that an umbrella organization disburses bingo proceeds to member organizations, the records described in subsection (A) of this section which are subject to examination, review, audit, inspection, or photocopying shall include both the bingo records of the umbrella organization and its member organizations. For purposes of this section, an "umbrella organization" is defined as a nonprofit, income tax exempt, charitable organization which is organized for the purpose of providing financial support to other nonprofit, income tax exempt, charitable organizations.

E. Records described in subsection (A) of this section shall be subject to disclosure only pursuant to:

1. Any suspension, revocation or other proceeding conducted under this chapter or the Rancho Cordova administrative regulations adopted pursuant to this chapter; or
2. Any civil or criminal investigation conducted by the Chief of Police, the District Attorney, the Grand Jury or the City Attorney. For all other purposes, the records shall be kept confidential by the Chief of Police, as custodian of those records.

[Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 0711 § 3, 1988; SCC 578 § 12 (part), 1983].

4.26.080 Retention of records.

The licensee shall keep and preserve the records described in subsection (A) of Section 4.26.075 for the following period of time, whichever occurs later:

A. Three years;

B. Until completion of a compliance examination; or

C. Until the administrative or judicial appeal process, whichever is applicable, is final, if the license has been suspended, revoked, or a renewal denied. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 0711 § 3, 1988; SCC 578 § 12 (part), 1983].

4.26.083 Limitation of involvement in bingo.

The bingo licensee shall not allow another person, sole proprietorship, partnership, corporation, unincorporated association, cooperative, joint venture or other individual or entity to organize, manage, supervise, conduct, control or otherwise participate in or influence either the operation of its bingo game or the promotion thereof. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995].

4.26.085 Prohibition of financial interest in bingo.

A. No individual, corporation, partnership, or other entity except the bingo licensee shall hold a financial interest in the conduct of any bingo game. A financial interest includes, but is not limited to, situations in which a bingo licensee maintains accounts payable to a parlor licensee for parlor rents and other costs beyond the next day of bingo operation, or maintains accounts payable to a bingo supplier beyond thirty (30) days of the invoice date or ten (10) days of the statement date, whichever occurs later. For purposes of this subsection, "invoice date" is defined as the date of delivery of such supplies and "statement date" is defined as the date within thirty (30) days of the delivery of supplies.

B. A licensee that has not paid its supplier account(s) or parlor account(s) within the period provided in subsection (A) of this section shall not purchase additional supplies from any supplier or rent or incur other costs from any parlor until all accounts are brought into compliance with the required payment periods provided in subsection (A) of this section.

C. Financial interest includes any salary, compensation, gratuity; or any payment or gift of any value from any bingo supplier or bingo parlor operator; or any agents thereof to any licensee officer, manager, governing board member; or any member of the licensee organization or its volunteers during the prior three years [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 (part), 1983].

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4.26.090 Exclusive operation by licensee.

Only the bingo licensee shall operate bingo games or participate in the promotion, supervision, or any other phase of the games. Bingo games shall be operated and staffed solely by members of the licensee; except that the licensee may retain or employ security personnel at such bingo games. Such members shall not receive a profit, wage, salary, or compensation from bingo proceeds or bingo profits for services rendered from any bingo game. The term "compensation" as used in this section includes, but is not limited to, cash, bingo paper, pull tabs, coupons, redeemable vouchers, discounts, or payment in kind. Neither the provisions of Subdivisions (b) or (h) of Section 326.5 of the California Penal Code nor those of this section shall be deemed violated if a bingo licensee reimburses members staffing the games for the actual and necessary costs which they incur in providing services associated with the conduct of the games. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.095 Staff member identification.

Any person participating in the operation, conduct or staffing of any bingo game shall wear on his or her outside clothing, in plain view, an identification insignia or badge measuring not less than two and one-half inches (2-1/2) by three and one-half (3-1/2) inches in size and specifying the name and title of such person and the name of the licensee organization. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.100 Attendance limited to occupancy capacity.

A. Notwithstanding that bingo games are open to the public, attendance at any bingo game shall be limited to the occupancy capacity of the room in which the game is conducted as determined by the fire department or district having jurisdiction in accordance with applicable laws and regulations; and to any occupancy conditions included on any applicable use permit or county issued license authorizing the activity on the property on which the activity is located.

B. It is unlawful for a licensee to knowingly authorize or permit and unlawful for any person to reserve seats or space where bingo games are conducted. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.105 Licensing of premises.

The license issued under this chapter shall authorize the holder thereof to conduct bingo games only on such property the address of which is stated in the application. In the event the described property ceases to be used for the conduct of bingo games by the licensee, the license shall have no further force or effect. The bingo licensee shall file a new application, and such application shall be processed pursuant to the provisions of this chapter, in order for the eligible organization to conduct bingo games at a new location or address. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.110 Operating rules.

Each licensee shall formulate, publish and post in a conspicuous place at the location of the bingo games written rules by which the bingo games are conducted and which recite the prohibitions described below. It is unlawful for a licensee to knowingly authorize, permit, and unlawful for any person to do any of the following:

- A. Provide or award total prizes for each separate bingo game which exceeds five hundred dollars \$500.00 in cash or kind, or both;
- B. Limit attendance or participation in such games to members of the licensee or otherwise deny attendance or participation to any member of the general public who complies with the rules of the game and conducts himself or herself in an orderly and law-abiding manner;
- C. Participate in a bingo game, if the participant is under the age of eighteen (18);
- D. Participate in a bingo game where alcoholic beverages are consumed in the room where the bingo games are conducted or if the participant is under the influence of alcohol;
- E. Participate in bingo games, unless personally present at the location of the games at the time the games are being conducted.

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In this section “participate” is defined as including, but not limited to, the handling of bingo supplies or receipts during any bingo session. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.115 Location of games.

A licensee shall conduct bingo games only on property owned or leased by it, or property whose use is donated to the licensee, and which property is used by such licensee for performance of the charitable purposes for which the organization is organized. Nothing in this section shall be construed to require that the property be owned or leased exclusively by or donated exclusively to such organization. The requirements of the provisions of Subdivision (f) of Section 326.5 of the California Penal Code and those of this section shall be deemed satisfied if the licensee conducts regular business meetings or other activities consistent with its charitable purposes, in addition to bingo games, upon the property which it owns, leases, or uses as a donee. A licensee need not use the property exclusively for activities which fulfill its charitable purposes or objectives. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.120 Limitation of bingo hours and sessions.

A. It shall be unlawful to conduct bingo games or operate a bingo parlor between the hours of 2:00 a.m. and 10:00 a.m. of the same day. No licensee shall conduct bingo outside of the hours of its authorized sessions.

B. Except as provided in this section, no bingo licensee shall conduct more than two (2) bingo sessions per week.

C. To conduct more than two (2) bingo session per week a licensee shall obtain a Special Business License pursuant to the provisions of this Chapter to operate a bingo parlor.

D. A bingo parlor may only be open for bingo activities during the periods of time which coincides with a scheduled session of a charitable organization licensed pursuant to this Chapter.

E. No gaming activity, other than bingo, as authorized and described in this Chapter and California [Penal Code](#) Section 326.5 may be conducted at any time in any building or structure licensed as a bingo parlor. This prohibition includes, but is not limited to sweepstakes, raffles and lotteries.

F. No computerized, electronic or mechanical gaming or bingo devices, or any device utilizing a video display screen, other than card minding devices authorized under this Chapter and [Penal Code](#) Section 326.5(p) may be stored, used in conjunction with bingo games, maintained, or displayed in any building or structure licensed as a bingo parlor or in any room or structure adjacent to the bingo parlor which is immediately accessible to the bingo parlor.

[Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.125 Location restriction.

A. Notwithstanding the permission contained in a special business license pursuant to Section 4.26.105, and notwithstanding any provision of Chapter 4.10 or this chapter to the contrary, it shall be unlawful for any person who holds a special business license authorizing the operation of bingo games to conduct bingo games at a place which is or would by virtue of the conduct of such games be or become a bingo parlor, unless the bingo parlor has been authorized by a valid, unexpired, unrevoked special business license issued pursuant to the provisions of RCMC 4.28.030 and Chapter 4.28 RCMC.

B. Notwithstanding any other provision of Chapter 4.10 RCMC or this chapter to the contrary, violation of the provisions of subsection (A) of this section shall constitute grounds for revocation of a special business license authorizing the operation of bingo games issued pursuant to the provisions of Chapter 4.10 RCMC and this chapter. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.130 Temporary suspension of license pending opportunity for hearing.

The Chief of Police shall have the authority to temporarily suspend the bingo or parlor license by ordering in writing that the licensee immediately cease and desist any further operations of any bingo game pending expiration of the time for appeal or exhaustion of an appeal pursuant to the provisions and notice procedure of RCMC 4.10.145 of Chapter 4.10 if the Chief of Police finds that such temporary suspension is necessary in order to protect against a

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serious and immediate threat to the health or safety of the public caused by exercise of the license, and one of the following occurs:

A. The bingo or bingo parlor licensee is conducting a bingo game in violation of any of the provisions of this chapter, Section 326.5 of the California Penal Code, the Rancho Cordova administrative regulations adopted pursuant to this chapter, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time;

B. The bingo or bingo parlor licensee has not made available for the conduct of a compliance examination, audit, review, inspection, or for photocopying, at any reasonable time upon the demand of the Chief of Police all records necessary to determine or establish compliance with the provisions of this chapter, Rancho Cordova administrative regulations adopted pursuant to this chapter, Section 326.5 of the California Penal Code, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time; or

C. The bingo or bingo parlor licensee has not kept records as required by the Chief of Police, this chapter, Section 326.5 of the Penal Code, Rancho Cordova administrative regulations adopted pursuant to this chapter, or any other applicable state of California, city of Rancho Cordova or federal law, administrative rule or regulation, as they may be amended from time to time, or has not kept records necessary to determine compliance with applicable laws and administrative rules and regulations pursuant to generally accepted principles of accounting when such records are not prescribed to be kept in any specific manner or type by the Chief of Police, this chapter, Rancho Cordova administrative regulations adopted pursuant to this chapter, Section 326.5 of the Penal Code, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulations, as they may be amended from time to time. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.135 Notice of temporary suspension and appeal – Appeal of underlying suspension or revocation.

A. The temporary suspension shall be effective no sooner than 24 hours following the time and date of delivery of the notice thereof as is provided in RCMC 4.10.145 and the procedures for appeal and notice of temporary suspension shall be as prescribed in RCMC 4.10.145.

B. Upon timely request by the licensee, the appeal hearing process and related procedures of a revocation or suspension of its license pursuant to RCMC 4.10.135 shall proceed pursuant to the provisions of RCMC 4.10.115 through 4.10.155. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.140 Conducting bingo games after temporary suspension or suspension.

Any person(s) who continues to conduct a bingo game or bingo parlor after temporary suspension pursuant to Section 4.26.130, or suspension pursuant to RCMC 4.10.135, is guilty of a misdemeanor. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.150 Receiving bingo proceeds during suspension or revocation.

Notwithstanding the provisions of Section 4.10.145 of Chapter 4.10, an organization whose license has been temporarily suspended, suspended, or revoked cannot receive bingo proceeds from any source during the period of temporary suspension, suspension, or revocation. A violation of this section shall result in a permanent license revocation to the organization involved. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.155 Purchases from bingo suppliers.

It is prohibited for bingo licensees to use bingo paper and pull tabs purchased from suppliers that are not licensed to conduct a bingo supply business by the city of Rancho Cordova pursuant to Chapter 4.29 RCMC. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.160 Injunction.

The city of Rancho Cordova may bring an action in a court of competent jurisdiction to enjoin a violation of Section 326.5 of the California Penal Code, of this chapter, Rancho Cordova administrative regulations adopted pursuant to this chapter, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule

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or regulation, as they may be amended from time to time. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.165 Regulation of games and equipment.

The Chief of Police may prescribe such regulations with respect to the conduct of the games and the equipment used by the licensee as deemed necessary to ensure the fairness and integrity of the games, and the accountability of the funds collected. Violation of such regulations shall constitute grounds for revocation of the special business license, as set forth in Chapter 4.10 RCMC and this chapter. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.167 Card Minder Equipment.

A. Except as provided in subsection (B) of this section, it shall be unlawful for organizations licensed under this chapter to:

1. Permit the use of player-operated machines, devices, or equipment that is computerized, electronic, or mechanical or which employs a video display, in a bingo game;
2. Store, maintain or display on the premises the organization uses for its bingo activities, any computerized, electronic or mechanical device or any device which utilizes or employs video display, which is used for the play of bingo or any other gaming device, including, but not limited to, those used to conduct, sweepstakes, raffles, or lotteries.

B. Card Minders.

1. Purpose. The purpose of this subsection is not to permit the use of all electronic bingo aids in bingo. The purpose is to permit the bingo licensee to use a bingo card minder on the conditions and specifications set forth in this California Penal Code Section 326.5(p), regulations established by the California Gambling Control Commission and this subsection .
2. Prohibition on Electronic Devices. Electronic or video displays shall not be used in connection with the game of bingo, including card minders, except in connection with the caller's drawing of numbers or symbols and the public display of that drawing, and except as provided in Penal Code Section 326.5(p), the provisions of this chapter, City of Rancho Cordova administrative regulations adopted pursuant to this chapter, State of California, Federal law or administrative rule or regulation, as they may be added or amended from time to time.
3. Players utilizing card minders must be physically present at a live called bingo game.
4. Description. Card minders are hand held portable devices used to assist players in monitoring the numbers or symbols announced by a live caller as those numbers are called in a live game.
5. Requirements. A card minder shall do all of the following:
 - a. Be capable of storing in the memory of the device bingo faces from tangible cards purchased by a player;
 - b. Provide a means for bingo players to input manually each individual number or symbol announced by a live caller;
 - c. Compare the numbers or symbols entered by the player to the bingo faces previously stored in memory for the device;
 - d. Identify winning bingo patterns that exist on the stored bingo faces.
6. Prohibitions. A card minder shall neither perform a function involving the play of the game other than those described in subsection (B)(5) of this section, nor do any of the following:
 - a. Be capable of accepting or dispensing any coins, currency or other representative of value or on which value has been encoded;

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- b. Be capable of monitoring any bingo card face other than the faces of the tangible card or cards purchased by the player for that game;
 - c. Display or represent the game result through any means including, but not limited to, video or mechanical reels or other slot machine or casino game themes, other than highlighting the winning numbers or symbols marked or covered on the tangible bingo cards or giving an audio alert that the player's card has a prize winning pattern;
 - d. Determine the outcome of any game or be physically or electronically connected to any other bingo equipment, including, but not limited to, the ball call station, or to any card other card minding device. No other player-operated or player-activated electronic or electromechanical device or equipment is permitted to be used in connection with a bingo game.
7. Requirements for Chief of Police's Approval. No card minder device may be used or operated by any bingo licensee without prior approval from the Chief of Police. The Chief of Police shall determine the maximum number of bingo cards that may be loaded into a player operated unit or component of a bingo card minder during a bingo game, but such number shall in no event exceed one hundred forty-four (144) bingo card faces.
8. Notwithstanding any other provisions of this chapter, no card minder device may be approved by Chief of Police, or operated by any licensee or player unless said card minding device has received prior approval from the California Gambling Control Commission, as described in [Penal Code](#) Section 326.5(p)(3)(A). Any proposed material change to the device, including change to the software used by the device, must be approved by the commission prior to its implementation.
9. All card minders must be operated and played in compliance with any and all regulations adopted for the use of the devices by the Commission on Gambling Control as described in [Business and Professions Code](#) Section 19850.6 and any other applicable provisions of law.
10. The costs for any testing, certification, license or determination shall be borne by the person or entity seeking it.
11. The bingo card minder is not to alter the bingo cards.
12. The player shall have in their possession the pre-printed bingo cards with configurations that were sold to the player by the bingo licensee for use with the bingo card minder that correspond exactly to such bingo card configurations loaded into the bingo card minder.
13. Players shall manually input or daub numbers called by the bingo licensee into the individual player operated units or components of the bingo card minder; automatic daubing shall not be permitted.
14. Verification by the bingo licensee of a winning combination shall not be made solely on the bingo card minder, but may be verified by using the paper or cardboard card. Players shall notify the game operator or caller of a winning pattern of bingo.
15. The bingo card minder, including the individual player operated units or components of the bingo card minder, shall be enabled for play solely by the bingo licensee; and, only on the premises where the games are conducted. The bingo card minder shall be loaded by the bingo licensee. All individual player operated units or components of the bingo card minder shall be rented or otherwise provided to a player solely by the bingo licensee.
16. Prior to giving physical possession of the individual player operated unit or component of the electronic bingo card minder to the player, the bingo licensee shall receive payment from the player for the number of games requested by the player that are loaded into the bingo card minder.

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17. The bingo licensee shall at the time of payment issue to the player: an individual player operated unit or component of the bingo card minder and a receipt indicating, the amount paid, the number of cards and games sold to the player and activated in the bingo card minder.

18. Only one player operated unit or component of an electronic bingo card minder may be used by a bingo layer during a bingo game.

19. Each player electing to use the bingo card minder shall have an equal opportunity to do so. The bingo licensee shall distribute each player operated unit or component of the electronic bingo card minder for play on a random basis; first come, first served. No particular player operated unit or component of the bingo card minder shall be reserved for any player.

20. Only a bingo supplier licensed by Chapter 4.29 of this title may remove the bingo card minder from the premises where the games are conducted. Removal may be for repair or for use by another organization licensed by Chapter 4.26 to conduct bingo. A record shall be maintained by the bingo licensee of: all bingo card minders removed from such premises; the name of the person, and business if any, who has taken the device from such premises; the site address where taken; the return date if any; and, disposition of the bingo card minder.

21. Accounting records pertaining to bingo card minders, including the internal accounting system of the bingo card minder shall be retained as prescribed by Section 4.26.080 of this chapter.

22. The bingo licensee shall not conduct bingo games where a player is required to use a bingo card minder. During all games, the use of a bingo card minder shall be at the option of the bingo player. The bingo licensee shall permit all players to play in all bingo games without the use of a bingo card minder.

23. The bingo licensee shall require a player electing to use a bingo card minder to purchase no less than the licensee's minimum number buy-in of bingo cards for use without a bingo card minder.

24. The player operated units or components of the bingo card minder in possession of the players shall not have the capability to print and shall not print configurations of the bingo cards.

25. The bingo card minder including related circuitry shall be sealed and secured in order to prevent unauthorized removal, additions, changes, or other alterations to the data within such bingo card minder.

26. The Chief of Police may, upon demand, examine and inspect the bingo card minder, or any player operated unit or component of the bingo card minder, during the conduct of the games if the Chief of Police detects or discovers any problem with such equipment that affects the integrity of the bingo game or such equipment. The bingo licensee shall immediately cooperate and comply upon the Chief of Police's demand for such examination and inspection. Such examination and inspection shall include immediate access to the bingo card minder, player operated units or components of the bingo card minder, and inspection of all associated parts and systems, as applicable; and, may involve the immediate removal of the bingo card minder, player operated units or components of the bingo card minder, or related system or parts, as applicable, from the game premises for further testing.

27. If, at any time, the Chief of Police detects or discovers any malfunction with a bingo card minder, or any player operated unit or component of the electronic bingo card minder, that affects the integrity of such equipment or the bingo game, the Chief of Police may order the bingo licensee to cease the use of the bingo card minder or a player operated unit or component of the bingo card minder, as applicable, immediately. The bingo licensee shall comply immediately with such order.

28. If the bingo licensee detects or discovers any malfunction or any problem or occurrence with the bingo card minder, or the player operated unit or component of the bingo card minder, that affects the security or the integrity of the bingo game or such equipment, the bingo licensee shall cease immediately the use of the bingo card minder or affected player operated unit or component of the bingo card minder, as applicable.

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[Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1155 § 2, 1999; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995].\

4.26.168 Conduct of Bingo Games.

- A. With the exception of the sale of individual pull-tabs, only live called bingo games may be played during a session.
- B. A minimum of two players per game is required.
- C. The winning pattern or arrangement must be known and announced before the game begins.
- D. Players must obtain a card before numbers for an individual game are drawn.
- E. A game begins when the first number is drawn. A game ends when a winning card or cards is identified and verified.
- F. The numbers used in the game must be randomly drawn or determined from a nonreplaceable pool of seventy-five (75) numbers. Numbers drawn must be random as to the entire pool.
- G. The numbers randomly drawn must be used in real time and not stored for later use.
- H. Selected numbers are used in the sequence in which they are drawn.
- I. Players must cover or daub after each release in order to achieve any winning pattern, except that a player may later cover or daub numbers or symbols slept (as defined in subsection (M) of this section) following a previous release (“catch up”) for use in obtaining the game-ending pattern. The game winning pattern cannot be achieved in a single ball release, thus requiring that players participate in the contest to be the first to cover the winning pattern.
- J. All players must have the same opportunity to cover or daub to reflect their participation in a common game. To cover or daub a player in a game must take overt action after numbers are released. Bingo card minders may not include a feature whereby covering or daubing after a release occurs automatically or without overt action taken by the player following the release.
- K. The random number draw for each game must continue until a winner is determined. Each game must have a winning player and a game-winning prize must be awarded in every game. All prizes in a game must be awarded based on the outcome of the game of bingo and may not be based on events outside the selection and covering of numbers or symbols used to determine the winner in the game and the action of the competing players to cover the pre-designated winning patterns.
- L. The game must be won by the first player or group of players who obtain a pre-designated winning pattern and who covers or daubs the numbers yielding that winning pattern.
- M. If a player sleeps the game-ending pattern, the game must continue until a player subsequently obtains and covers or daubs and claims the game-ending prize. To “sleep” or to “sleep a bingo” means that a player fails, within a certain time allowed by the game: (1) to cover or daub the previously released numbers or other symbols on that player’s card(s) constituting a game-winning or game-ending pattern or other pre-designated winning pattern, or (2) to claim the prize to which the player is entitled; having covered or daubed a previously designated winning pattern thereby resulting in the forfeiture of the prize to which the player would otherwise be entitled.

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- N. Consolation, secondary or interim prizes are permissible if the award of the prize is made on the basis of designated numbers or symbols on a tangible card that conforms to numbers or symbols selected at random and the award of these prizes is based on the play of bingo in the same manner as for the game ending pattern. For purposes of this provision, a consolation, secondary, interim prize pattern shall constitute a separate game as that term is used in California [Penal Code](#) Section 326.5(n). Interim prizes cannot exceed the statutory maximum for a single prize.
- O. Regardless of the buy-in level, all players must play for the same game ending patterns.
- P. Prizes for any game cannot exceed a total of five hundred dollars (\$500.00).
- Q. Players utilizing card minders must have in their possession paper cards that have been loaded into the card minder.
- R. Bingo card minders may not receive or disperse cash or coin. Player buy-ins and prize amounts must be received and dispersed at a common point of sale(s).
- S. A hardcopy of bingo patterns and prize amounts must be available to all players.
- T. At the conclusion of each game, the numbers drawn must be returned to the pool for re-use in the next game. Drawn numbers cannot be stored for use in a later game.
- U. There is to be no co-mingling of bingo with other forms of gaming or with any activity which involves the award of prizes or payouts, such as lotteries, sweepstakes or raffles. The only activities which may take place during a bingo session are live called games, and the sale of pulltabs, which may start one half hour prior to the first draw of the first number of the first live called game. Pulltab sales must cease upon the determination of the winning player(s) in the final scheduled game of a session.
- V. No bingo manager, security employee or volunteer for that session shall participate as a player in the play of any bingo game, except that a licensee manager or volunteer may assist a player in the play of that player's cards, or in the use of a card minder, as described in Section [4.26.167\(b\)](#) of this chapter, as part of an accommodation or auxiliary aid, provided that assistance does not involve or require the use of a computerized, mechanical or electronic device other than a card minder as authorized by Section [4.26.167\(B\)](#).
- W. Prior to providing the prize or payout for any winning bingo card or pulltab, valued at fifty dollars (\$50.00) or more, the licensee shall document the identity of the winning player and verify that player's identity with a photographic identification. No payout of fifty dollars (\$50.00) is to be provided unless that player provides the required identification and the payout is documented. The licensee is to record the identification of the winning player, the amount(s) paid out and the session date and time of the payout. All records of payouts are to be maintained and submitted at the time of any and all audits or examinations as required or authorized by this chapter or any Sacramento County Bingo Regulations. (SCC 1622 § 8, 2018; SCC 1403 § 21, 2008.)

4.26.170 False or misleading advertising.

It shall be unlawful for any licensee to make or disseminate or cause to be made or disseminated before the public in this city, in any newspaper or other publication, or any advertising device, or any other manner or means whatsoever, any statement concerning any such bingo game including, but not limited to, the amount of prizes to be awarded or distributed in any game, which is untrue or misleading, and which is known or which, by the exercise of

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reasonable care, should be known to be untrue or misleading. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 §5, 1995; SCC 0758 § 2, 1989].

4.26.175 Receipt of profit by a person and penalty for violation of this chapter.

A. It is a misdemeanor under Section 326.5, Subdivision (b), of the Penal Code of the state of California for any person to receive or pay a profit, wage, or salary from any bingo game authorized under this chapter for activities related to bingo or the bingo operation. The expenditure of any revenues or proceeds derived from bingo to pay employees, members, or contractors of licensed organizations for services associated with the planning, organization, management, operation or staffing of bingo games, or related to bookkeeping, accounting, auditing or technical advice concerning the handling or disposition of such revenues or proceeds is prohibited. A violation of this prohibition is punishable by a fine not to exceed \$10,000, which fine shall be deposited in the general fund of the city of Rancho Cordova.

B. In addition to other applicable provisions of this title, a violation of any of the provisions of this chapter, Rancho Cordova administrative regulations adopted pursuant to this chapter, Section 326.5 of the California Penal Code, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time, shall be grounds for the Chief of Police to suspend, revoke, or deny the renewal of a special business license to conduct bingo games issued pursuant to the provisions of Chapter 4.10 RCMC and this chapter. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1155 § 3, 1999; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.180 Discontinuance of bingo games.

Bingo licensees who discontinue conducting bingo games shall follow the accounting requirements prescribed by the Chief of Police in the Rancho Cordova administrative regulations adopted pursuant to this chapter. Their failure to do so shall result in denial of a subsequent license to conduct bingo games for two years from the last day a bingo game was conducted. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995].

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Note to Reader: Section placeholders to indicate the sections between changed subsections remain the same are indicated with three stars (*)**.

Article 3 Zoning District, Allowable Uses, and General Development Standards

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Chapter 23.313

MIXED-USE ZONING DISTRICTS

Table 23.313-1: Allowed Use and Permit Requirements for Mixed-Use Districts

Land Use Category	RMU	CMU	OPMU	OIMU	LIBP	VC	LTC	RTC	Specific Use Regulations
Special Regulated Uses									
Bingo Parlors	N	P ³⁰	P ³⁰	P ³⁰	N	N	N	N	RCMC 4.26
Card Rooms	N	P	C	C	C	N	N	N	RCMC 23.919.020
Check Cashing Businesses	N	P	N	N	N	N	N	N	RCMC 23.919.030
Massage Parlors, Massage Establishments	N	P ²⁸	N	N	N	N	N	N	Chapter 4.33 RCMC
Pawnshops	N	P	N	N	N	N	N	N	RCMC 23.919.040
Recycling Facility, Collection Facility	N	C	C	C	P	C	C	C	RCMC 23.919.050
Sexually Oriented Businesses	N	N	N	N	P	N	N	N	RCMC 23.919.060
Smoke Shops	N	P	N	N	C	N	N	N	RCMC 23.919.070
Tattoo Parlors	N	P	N	N	N	N	N	N	RCMC 23.919.080
Thrift Stores	N	P	N	AUP	AUP	N	N	N	RCMC 23.919.090

Notes:

30. Bingo Games and Parlors are regulated by RCMC Chapter 4.26. The City has a limit of no more than two (2) Bingo Parlors in the City limits at any given time.

[Ord. 5-2017 § 3 (Exh. A); Ord. 4-2017 § 3 (Exh. B); Ord. 3-2017 § 3 (Exh. A); Ord. 1-2016 § 4; Ord. 15-2015 §§ 2, 3; Ord. 8-2015 § 4 (Exh. B); Ord. 12-2011 § 3 (Exh. A); Ord. 27-2008 § 1 (Exh. A § 2.5.030)].

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Folsom Boulevard Specific Plan

Chapter 2 Land Use Plan and Allowed Uses

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Chapter 2

Land Use Plan and Allowed Uses

Table 2-2 Use Table for Mixed Use Classifications

Land Use Classifications	FBSP Land Use Designations		
	FB-RMU	FB-CMU	FB-OIMU
Special Regulated Uses			
Bingo Parlor	N	N	p ¹¹
Card Room	N	N	N
Check Cashing Business	N	N	N
Massage Parlor	N	N	N
Pawnshop	N	N	N
Recycling Facility, Collection Facility	N	N	C
Sexually Oriented Business	N	N	N
Smoke Shop	N	N	N
Tattoo Parlor	N	N	N
Thrift Store	N	N	N

Notes:

11. Bingo Games and Parlors are regulated by RCMC Chapter 4.26. The City has a limit of no more than two (2) Bingo Parlors in the City limits at any given time.

Rancho Cordova

Municipal Code Amendments

September 4, 2018

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Note to Reader: Section placeholders to indicate the sections between changed subsections remain the same are indicated with three stars (*)**.

Title 4 Business Regulation

Chapter 4.26 Bingo Games

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Chapter 4.26

BINGO GAMES

Sections:

- 4.26.000 ~~Statement of purpose~~Authority.
- 4.26.005 ~~License Required.~~Bingo prohibition.
- 4.26.010 ~~Definitions of bingo.~~
- 4.26.015 ~~Limitation of Bingo Game Prizes~~Definition of bingo game.
- ~~4.26.017 Definition of a bingo session.~~4.26.020 ~~Membership Requirement~~Definition of security.
- 4.26.025 ~~Prohibition of member participation in staffing bingo games.~~Definition of member.
- ~~4.26.027 Prohibition of member participation in staffing bingo games.~~4.26.030 ~~Chief of police~~Chief of Police.
- 4.26.035 Organizations eligible for license.
- 4.26.040 ~~Special Business License~~Contents of the application.
- ~~4.26.042 Additional Application Requirements for Bingo Parlors~~
- 4.26.045 Bingo manager.
- 4.26.050 License fee.
- 4.26.055 Issuance of license.
- 4.26.060 Posting of license.
- ~~4.26.062 Employee Permits.~~
- 4.26.065 Profits – 23701d organizations.
- 4.26.070 Proceeds – Other organizations.
- 4.26.075 ~~Facility and~~ Records – Compliance examination and inspection.
- 4.26.080 Retention of records.
- 4.26.083 Limitation of involvement in bingo.
- 4.26.085 Prohibition of financial interest in bingo.
- 4.26.090 Exclusive operation by licensee.
- 4.26.095 Staff member identification.
- 4.26.100 Attendance limited to occupancy capacity.
- 4.26.105 Licensing of premises.
- 4.26.110 Operating rules.
- 4.26.115 Location of games.
- 4.26.120 Limitation of bingo hours and sessions.
- 4.26.125 Location restriction.
- 4.26.130 Temporary suspension of license pending opportunity for hearing.
- 4.26.135 Notice of temporary suspension and appeal – Appeal of underlying suspension or revocation.
- 4.26.140 Conducting bingo games after temporary suspension or suspension.
- 4.26.150 Receiving bingo proceeds during suspension or revocation.
- 4.26.155 Purchases from bingo suppliers.
- 4.26.160 Injunction.
- 4.26.165 Regulation of games and equipment.
- ~~4.26.167 Computerized equipment.~~Card Minder Equipment
- ~~4.26.168 Conduct of Bingo Games.~~
- 4.26.170 False or misleading advertising.
- 4.26.175 Receipt of profit by a person and penalty for violation of this chapter.
- 4.26.180 Discontinuance of bingo games.

4.26.000 ~~Statement of purpose~~Authority.

Pursuant to the authority provided in Section 7, Article IX and Section 19(c), of Article IV of the California State Constitution and Section 326.5 of the California Penal code, the city establishes the following requirements for the conduct of bingo games by organizations of the type described in said Section 4.26.035 of this Chapter.

A. The city adopted the provisions set forth in this chapter by reference to the Sacramento County Code upon incorporation in 2003. The need for the regulations in this chapter is based upon the findings and experience of the county prior to that time. In 1977, the county of Sacramento enacted an ordinance enabling qualified charitable organizations to operate bingo for fundraising purposes. The popularity and profitability of the games led to an

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increase in county-licensed games. The proliferation of newly chartered and out-of-county charities seeking bingo licenses within the county created a situation which strained the county's ability to regulate existing licensees and jeopardizes the protection of legitimate charitable interests.

B. The county's past enforcement experience has demonstrated the following:

1. Time, effort and expense are increasing geometrically. State and local statutes demanded a technical accounting of proceeds. As volume increases, the ability to audit and enforce state and local law is compromised. Although many operators are highly efficient and reputable, others are inefficient and creative in avoiding the letter of the law.
2. If all licensees were efficient and reputable, regulatory supervision would be almost perfunctory. Such is the case with many existing licensees. Others, however, require exhaustive monitoring and enforcement. Integrity is a difficult commodity to ascertain in advance of licensure. Thorough screening of applicants prior to licensure is desirable, and required by local ordinance. Pursuant to RCMC 4.10.035 and 4.10.040, the chief of police conducts a thorough investigation into the background of applicants, and their organizations, in order to assure that licensure would not set the stage for fraud and deceit. Such investigation is particularly difficult when applicants have no local track record.
3. Both newly chartered and out-of-area charities proved to be problematic. Several folded within months of licensure due to financial collapse. While some financial failure may be innocently explained, others were clearly bankrupted by the misappropriation of charitable proceeds. Whether innocent or criminal causes underlie these failures, short-lived charities monopolize an inordinate amount of expense, which never ripened to benefit any charity.

C. A one-year operational prerequisite would allow city energies to be more efficiently allocated. Prelicense screening would be supplemented with the objective track record of each applicant. The number of unstable or pretextual organizations will be reduced.

D. The purposes of this chapter are to protect the health, safety and welfare of the citizens within the city of Rancho Cordova, to assure that city expenditure is efficiently allocated, and to safeguard legitimate charitable purposes.

E. The purpose for allowing an eligible organization to conduct bingo games in Rancho Cordova is to provide that organization an additional source of revenue to further the purpose for which that organization was created. A licensee organization conducting bingo games without generating a profit from those games does not fulfill the purpose for which bingo is permitted.

F. Organizations with a proven track record demonstrating that the game can produce a certain level of profits for charitable purposes, as opposed to proceeds going largely to overhead expenses of the game, should be allowed to conduct further games on various days of the week.

G. The purpose of requiring a separate license for separate functions of bingo operations, such as a bingo parlor license, a bingo supplier license, and a license for the actual conduct of the games, is to ensure that each function is conducted by a separate and independent person or entity. Such regulation aids in assuring the integrity of the game and in minimizing the problems of undue influence being used against an organization that is licensed to conduct bingo. Recent history has shown that nonprofit organizations are not beyond exercising undue influence against smaller organizations and channeling some of the monies meant for charitable purposes into the private accounts of dishonest members. Further, requiring separation of functions lessens the opportunity for fraud, collusion, and self-dealing.

H. The purpose of requiring those organizations licensed to conduct bingo games to pay amounts owed to the bingo parlor before the next day of bingo operation and to pay the bingo supplier within 30 days of the invoice date or 10 days of the statement date, whichever occurs later, is a direct effort to preclude the parlor or the supplier from acquiring a financial interest in the games. The existence of a debtor-creditor relationship is inimical to the integrity of the bingo games. In the realm of gaming, and bingo is gaming, debts owed to the parlor or supplier by the organization licensed to conduct bingo can be used by the parlor or supplier to exert undue influence on the conduct of the games, and to increase the overhead expenses charged to these organizations. Organizations indebted to the

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parlor or supplier are thus placed in a position of sharing profits with the parlor or supplier to the detriment of the charitable purpose. [Ord. 38-2007 § 1 (Exh. 1(A), (C)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part), 1983].

4.26.005 ~~Bingo prohibition.~~ License Required.

~~A. No organization, individual, or other entity shall conduct a bingo game~~ No person shall operate a bingo game in the city of Rancho Cordova without possessing a valid, unrevoked and unexpired special business license issued pursuant to the provisions of this chapter and Rancho Cordova administrative regulations adopted pursuant to this chapter, and except in conformance with Section 326.5 of the California Penal Code, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part) 1983].

B. No more than two (2) bingo parlors shall be permitted to operate within the limits of the City of Rancho Cordova at any given time. The RCMC, Chapter, 23.313, Section 23.313, Table 23.313-1 designates the zoning districts where a bingo parlor may operate once a license is obtained.

C. No organization, individual, or other entity shall, unless by authority of a valid, unrevoked and unexpired special business license issued pursuant to the provisions of this chapter, operate a bingo parlor in the city of Rancho Cordova, whether singularly or in connection with another type of enterprise. A person shall be deemed to operate or conduct a bingo parlor and violate this section if the person, without a special business license, supervises, directs, organizes, controls or is in any way responsible for or in charge of a bingo parlor for which a special business license is required.

4.26.010 ~~Definitions.~~ of bingo.

“Bingo,” as used in this chapter, means a game of chance in which prizes are awarded on the basis of designated numbers or symbols that are marked or covered on a tangible card in a player’s possession on a card that conform to numbers or symbols selected at random and announced by a live caller.

“Bingo parlor” means a building, facility, or other improvement upon which space is leased, rented or otherwise allocated for monetary consideration to an organizations possessing a special business license pursuant to this Chapter, within or upon which bingo games sponsored by the licensed organizations are conducted.

“Cards” refers to a cardboard or paper card. It is permissible for a “card” to be a sheet of paper with multiple card faces pre-printed on it. All cards, including pulltabs, shall be preprinted prior to the point of sale and cards shall bear the legend as follows: “for sale or use only in a bingo game authorized under California law and pursuant to local ordinance.” Although “cards” colloquially may refer to a cardboard card, it is permissible for a “card” to be a sheet of paper with multiple card faces preprinted on it and is included herein within the definition of “card.”

“Card Minder:.” The game of bingo includes the use of an electronic bingo aid in a bingo card minder in conjunction with bingo cards to assist a bingo player participating in bingo games to identify a winning card, when used under the conditions set forth in California Penal Code Section 326.5(p) and RCMC-Section 4.26.167(B) of this chapter. The term “electronic bingo aid” is defined as any mechanical, electronic, or computerized aid (including related hardware and software) that is interfaced with or connected to equipment that allows a player to store, display, and mark bingo card faces programmed into the device. This definition of electronic bingo aid includes the individual handheld or tabletop unit or component used by a player, the related equipment and system with which the handheld or tabletop unit is interfaced, and all other related systems, equipment, software, hardware, and circuitry, that together comprise the electronic bingo aid.

“Pulltabs”. The game of bingo shall include cards having numbers or symbols that are concealed and preprinted in a manner providing for the distribution of prizes. The winning cards shall not be known prior to the game by any person participating in the playing or operation of the bingo game.

“Session”. A bingo session shall not exceed six hours in duration. A session may consist of only live called games and the sale of pull tabs. A session begins when the first game starts by drawing the first random number and ends when the winning card or cards are identified for the final scheduled game of the session.

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“Security” means the person(s) who protects bingo players, bingo licensees, and volunteers from exposure to danger. The security person(s) shall be prohibited from the sale or the distribution of bingo materials or otherwise participating in non-security activities before, during, and after the bingo session. However, this provision does not preclude security from accompanying the licensee with the session’s net proceeds to a night depository immediately after the session.

Definitions, powers, conditions and restrictions set forth in this chapter are intended to comply with and implement applicable California Constitution and Penal Code provisions. To the extent that any provision of this chapter is substantially the same as that contained in Section 326.5 of the Penal Code, and violation thereof is a violation of that Penal Code section and punishable thereunder, such provision of this chapter is explanatory only. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1155 § 1, 1999; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part), 1983].

4.26.015 Limitation of Bingo Game Prizes.Definition of bingo game.

A. Bingo Game.

~~1-~~The total value of prizes awarded during the conduct of any bingo game shall not exceed five hundred dollars (\$250.00/500.00) in cash or kind, or both, for each separate game which is held. A bingo game ~~starts~~begins when the first ~~ball or~~ number ~~symbol~~ is ~~called~~drawn and ends when the winning card or cards is identified and verified.

~~first ball and all succeeding balls or number symbols are returned to the cage or blower. Each progressive play in a series which continues to utilize and count any number symbols called and utilized in a previous part of said progression shall be deemed part of the same bingo game, even if a separate prize is awarded for each part of said progression. The cumulative prizes awarded for a “progressive” or other similar bingo game shall not exceed \$250.00 in cash or kind or both.~~

~~2- It shall be unlawful for any person to establish, provide or authorize the establishment or provision of a prize or prizes in violation of the provisions of this section, and a violation of the provisions of this section shall constitute grounds for revocation of a special usiness license authorizing the operation of bingo games issued pursuant to the provisions of Chapter 4.10 RCMC and this chapter. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part), 1983].~~

4.26.017 Definition of a bingo session.

~~A bingo session shall not exceed six hours in duration. A session begins when the first game starts. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part), 1983].~~

4.26.020 Definition of security.

~~“Security” shall mean the person(s) who protects bingo players, bingo licensees, and volunteers from exposure to danger. The security person(s) shall be prohibited from the sale or the distribution of bingo materials or otherwise participating in nonsecurity activities before, during, and after the bingo session. However, this provision does not preclude security from accompanying the licensee with the session’s net proceeds to a night depository immediately after the session. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part), 1983].~~

4.26.0205 Definition of memberMembership Requirement.

A. Member.

~~1A.~~ Each licensee shall have written policies incorporated in its constitution, articles, bylaws, or other regulations setting forth the manner in which a person may become a bona fide member of the organization. Absent any such written policies, it shall be presumed that the organization has no members who may operate a bingo parlor or staff bingo games within the meaning of Section 326.5 of the California Penal Code.

~~2B.~~ The licensee shall keep a full and accurate list of its members. The ~~C~~ehief of ~~P~~police or any other authorized representative of the ~~e~~City is entitled to examine and investigate such list at any reasonable time, and the licensee shall cooperate in making such records available upon demand of the ~~C~~ehief of ~~P~~police. [Ord. 38-2007 § 1 (Exh.

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1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part), 1983].

4.26.02~~57~~ Prohibition of member participation in staffing bingo games.

~~A.~~ A volunteer or member shall not participate in the staffing of bingo games if the ~~C~~ehief of ~~P~~police makes a finding that such volunteer or member:

~~1.A.~~ Has violated any applicable prohibition or requirement of this chapter or title or applicable administrative regulations adopted pursuant to this chapter or title, or has been convicted of a crime, and the time for appeal has elapsed, or when an order granting probation is made suspending the imposition of sentence, irrespective of the entry of a subsequent order under Section 1203.4 of the California Penal Code; or

~~2.B.~~ Has done any act involving dishonesty, fraud or deceit with intent to substantially benefit him or herself, or another, or substantially injure another; and

~~3.C.~~ That by reason of the violation, crime, or act, the member may perform his or her duties of staffing the bingo game in an unlawful manner or in a manner which subjects patrons of the bingo game to risk of harm or criminal, deceitful or otherwise unethical practices.

~~D. Is an agent, employee, servant, contractor, subcontractor or consultant of any bingo supplier or bingo parlor operator or has received or accepted any sort of salary, compensation, gratuity, consulting fee or any other thing of value in any form, in any amount, from a bingo supplier or bingo parlor operator in the prior three years. This prohibition extends to all volunteers or members whose immediate family members, including spouses, parents, children or siblings, by blood or affinity, have received employment or compensation from any bingo supplier or bingo parlor operator.~~

~~B.~~ Notwithstanding the foregoing, a member shall not be prohibited from staffing a bingo game solely on the basis that a person has been convicted of a felony if the person has obtained a certificate of rehabilitation under Section 4852.01 et seq. of the California Penal Code, or that the person has been convicted of a misdemeanor if the person has met all applicable requirements of the criteria of rehabilitation developed to evaluate the rehabilitation of a person under Section 4852.05 of the California Penal Code. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995].

4.26.030 ~~Chief of police~~Chief of Police.

The city ~~C~~ehief of ~~P~~police is charged with the responsibility of administering the regulations imposed by this chapter and exercising the authority conferred thereby. Such authority shall include the power and duty to issue special business licenses authorizing bingo games ~~or to operate a bingo parlor~~, promulgate and enforce administrative regulations, and otherwise perform the duties and exercise the authorities conferred herein. ~~The Chief of Police may designate the Assistant Chief of Police or other qualified employee to carry out the duties of this chapter.~~ [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part), 1983].

4.26.035 Organizations eligible for license.

~~Pursuant to Section 19(c) of Article IV of the California Constitution, California Penal Code Section 326.5 and the provisions of this Chapter, no individual, corporation, partnership or legal entity shall be permitted to conduct a bingo game or operate a bingo parlor except~~ Organizations ~~which are exempted~~ from the payment of the ~~B~~bank and ~~C~~orporation ~~T~~ax by Sections 23701a, 23701b, 23701d, 23701e, 23701f, 23701g, and 23701i of the Revenue and Taxation Code, mobile home park associations and senior citizens organizations; ~~provided that the receipts of such games are used for charitable purposes. shall be eligible to apply for and receive a special business license to conduct bingo games in the city of Rancho Cordova pursuant to the provisions of the California Constitution, Section 326.5 of the California Penal Code, and the provisions of this chapter; provided, that the proceeds of such games are used only for charitable purposes and provided, the applicant has owned or leased property or occupied donated property within the city that has been used by the applicant for the performance of the charitable purposes for which the applicant is organized for at least 12 consecutive months immediately preceding the filing of such application. The required consecutive 12-month period need not be as an organization that is exempt from the payment of bank and corporation tax. With the foregoing exceptions, no other person shall be qualified or eligible to~~

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~~receive such a license.~~ [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part), 1983].

4.26.040 Contents of the application.

In addition to the matters prescribed by RCMC 4.10.030, an application for a special business license to conduct bingo games shall contain the following:

A. The names and signatures of at least two officers, including the presiding officer of the organization who will be primarily responsible for conducting bingo games. In the event of any change in persons holding such offices, the licensee shall within ten (10) days of change notify the ~~chief of police~~Chief of Police, in writing, of such change, specifying the name, address, date of birth, and telephone number of such officer(s);

B. A description of the property on which bingo games will be conducted, including the street number, whether owned or leased, applicant's current use of the premises, and the occupancy capacity of the property;

C. A copy of the deed, lease or other written instrument by which the applicant will acquire entitlement to occupy the premises where the bingo games will be conducted, and a description of all uses which the applicant will make of the premises;

D. A statement of the specific charitable purpose(s) for which the applicant is organized;

E. Proposed day(s) of the week and hours for conduct of bingo games;

F. Such proof as may be required by the ~~chief of police~~Chief of Police that the applicant is eligible and qualified to receive a special business license under RCMC 4.26.035. If eligibility is based on an exemption from payment of the bank and corporation tax, the application shall be accompanied by a certificate of determination of exemption under the applicable section of the Revenue and Taxation Code, or a letter of good standing from the Exemption Division of the Franchise Tax Board showing such exemption;

G. A statement that the applicant agrees to conduct bingo games in strict accordance with the provisions of Section 326.5 of the California Penal Code, this chapter, Rancho Cordova administrative regulations adopted pursuant to this chapter, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as may be amended from time to time, and agrees that the license may be revoked by the ~~chief of police~~Chief of Police upon violation of any such provisions; and

H. A detailed summary, showing all sources and amounts of income and expenditures of the organization including the amounts, recipients and the purpose for which the expended funds were used, for a period of not less than one year prior to the dates of the application; and

I. A detailed statement, describing the accommodations and auxiliary aids and services, which comply with this chapter and Section 326.5 of the Penal Code, that will be provided by the applicant during its bingo sessions to enable the play of bingo by those individuals with disabilities;

~~HJ.~~ Said application shall be signed by the applicant under penalty of perjury. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part), 1983].

4.26.042 Additional Application Requirements for Bingo Parlors.

In addition to the matters prescribed by RCMC 4.10.030 and Section 4.26.040, an application for a special business license to operate a bingo hall shall contain the following:

A. A copy of all leases, contracts or other agreements regarding the use or occupancy of the bingo parlor by and between the licensee and any organization licensed to conduct bingo games pursuant to this Chapter;

B. A description of all uses which any organization licensed pursuant to this Chapter shall make of the bingo parlor premises; and

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C. A detailed description of the facility, services, resources and security personnel which the licensee shall provide to each organization licensed pursuant to this Chapter which shall operate or conduct a bingo game at the bingo parlor.

4.26.045 Bingo manager.

Concurrently with the filing of an application, each applicant shall file a statement specifying the name, address, telephone number and birth date of one or more persons who shall manage, supervise and be responsible for the conduct of all bingo games by said applicant. Said person(s) shall be known as the bingo manager(s), shall sign said statement accepting such responsibility and shall be present on the premises at all times during which bingo games are conducted. In the event any other person is designated as the bingo manager by any licensee, such licensee shall within ten (10) days of such designation file a new statement containing all of the data specified in this section.

No person meeting the definition under Section 4.26.025(D) of this chapter may serve as bingo manager. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part), 1983].

4.26.050 License fee.

Each holder of a ~~S~~special ~~B~~business ~~L~~license to conduct bingo games shall, pursuant to the authority conferred by Section 326.5 of the California Penal Code, pay to the ~~chief of police~~Chief of Police a fee of \$50.00 paid upon application for a special business license or the application for renewal thereof. An additional fee, prescribed by a resolution of the city council, for law enforcement and public safety costs incurred by the city that are directly related to bingo activities ~~shall may~~ be imposed and shall be collected monthly by the city and such additional fee shall not exceed the actual costs incurred in providing the service. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part), 1983].

4.26.055 Issuance of license.

The ~~chief of police~~Chief of Police shall issue a ~~s~~Special ~~B~~business ~~L~~license ~~for to conduct~~ bingo games or operate a bingo parlor unless one or more of the findings prescribed by Section 4.10.040 of Chapter 4.10 are made, or the ~~chief of police~~Chief of Police makes one or more of the following findings in writing:

A. The bingo games will be a fraud on the public;

B. ~~The B~~bingo games or the bingo parlor will be conducted at a location, ~~or in-managed in~~ a manner or the proceeds thereof will be accounted for or expended in a manner which violates, or the applicant has violated, Section 326.5 of the California Penal Code, this chapter, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time;

C. The identity of the applicant or proposed method or methods of conducting bingo games are contrary to the provisions of Section 326.5 of the California Penal Code, this chapter, Rancho Cordova administrative regulations adopted under this chapter, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation as they may be amended from time to time;

D. The applicant will be maintaining an inadequate system of recordkeeping and accounting relating to the conduct of the games and disposition of the proceeds therefrom;

E. The applicant intentionally provided false information on the application, or the application does not conform to the requirements, terms, and conditions of this chapter, Section 326.5 of the California Penal Code, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time; or

F. The applicant or one of its officers, managers or board members holds a current license under RCMC Chapter 4.28 or 4.29 RCMC or an officer, manager or member of the governing board of the applicant or an immediate family member of a manager, officer or member of the governing board is an employee, agent, contractor, subcontractor or consultant for a bingo supplier or bingo parlor operator or has received a salary, compensation, gratuity or anything of value in any amount from a bingo supplier or bingo parlor operator or any agent thereof

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within the prior three years. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part), 1983].

4.26.060 Posting of license.

The special business license shall be conspicuously posted at the location of the bingo games. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 § 12 (part), 1983].

4.26.062 Employee permits.

A. No person shall work in a bingo parlor as a bingo parlor manager and no person who holds a special business license authorizing operation of a bingo parlor shall employ any person as a bingo parlor manager unless such person possesses a valid employee permit or a special business license issued pursuant to the provisions of Chapter 4.10 RCMC and this chapter.

B. In addition to the matters prescribed by RCMC 4.10.080, an application for an employee permit to serve as a bingo parlor manager shall contain a list of each arrest resulting in either a conviction, a plea of guilty or a plea of nolo contendere. This list shall, for each such conviction, plea of guilty or plea of nolo contendere, set forth the date of arrest, the offense charged and the offense for which the applicant was convicted, or entered a plea of guilty or plea of nolo contendere.

C. Upon receipt of an application for an employee permit to serve as a bingo parlor manager, the Chief of Police shall conduct such investigation pursuant to RCMC 4.10.085 as is deemed necessary. The Chief of Police shall issue the permit pursuant to RCMC 4.10.090 unless he or she finds any of the following:

1. That the application fails to contain information required by the Chief of Police, this Chapter or is otherwise incomplete;
2. That information contained in the application is false or otherwise inaccurate;
3. That the applicant has been convicted of a crime and the time for appeal has elapsed, or when an order granting probation is made suspending the imposition of sentence, irrespective of the entry of a subsequent order under Section 1203.4 of the California Penal Code, or has done any act involving dishonesty, fraud or deceit with intent to substantially benefit him or herself or another, or substantially injure another, and the Chief of Police concludes that by reason of the crime or act the applicant may not perform his or her duties as a bingo parlor manager in a law-abiding manner or in a manner which does not subject patrons of the bingo parlor to risk of harm or criminal, deceitful or otherwise unethical practices. Notwithstanding the foregoing, an application shall not be denied solely on the basis that a person has been convicted of a felony if the person has obtained a certificate of rehabilitation under Section 4852.01 et seq. of the California Penal Code, or that the person has been convicted of a misdemeanor if the person has met all applicable requirements of the criteria of rehabilitation developed to evaluate the rehabilitation of a person when considering the denial of a license under Section 4852.05 of the California Penal Code; or
4. That the applicant has violated or is in noncompliance with any of the provisions of this chapter, Section 326.5 of the California Penal Code, Rancho Cordova administrative regulations adopted pursuant to this chapter, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, and as they may be amended from time to time.
5. That the applicant or any member of the applicant's immediate family defined as parent, child, spouse, or sibling by blood or affinity is affiliated with any person or entity which holds a current license under RCMC Chapter 4.29 or is presently, or in the prior five years has served as a manager, officer, member of a governing Board or volunteer for any bingo licensee or bingo supplier or received any salary, compensation, gratuity, gift or anything of value in any amount from any bingo licensee or bingo supplier.

D. An employee permit may be revoked or suspended pursuant to RCMC 4.10.140 upon any of the following grounds:

1. Violation of any of the duties, terms, conditions, requirements or prohibitions contained in this chapter, in the Rancho Cordova administrative regulations adopted pursuant to this chapter, Section 326.5 of the California Penal Code, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time;

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2. Violation of any duties, terms, conditions, requirements or prohibitions imposed by Chapter 4.02 or 4.10 RCMC;

3. Misrepresentation of a material fact contained in the application for the permit; or

4. The Chief of Police has acquired information supporting a finding as described by this subsection in relation to the holder of the permit.

4.26.065 Profits – 23701d organizations.

With respect to organizations exempt from payment of the bank and corporation tax by Section 23701d of the Revenue and Taxation Code, all profits derived from a bingo game shall be kept in a special fund or account, and shall not be commingled with any other fund or account. Such profits shall be expended only for the charitable purposes stated in the application for bingo license or in the articles of incorporation of such organization. These profits shall not be used for the private gain of any individual. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 12 (part), 1983].

4.26.070 Proceeds – Other organizations.

A. With respect to organizations licensed under this chapter which are not exempt from payment of the bank and corporation tax by Section 23701d of the Revenue and Taxation Code, all proceeds derived from a bingo game shall be kept in a special fund or account and shall not be commingled with any other fund or account. These proceeds shall not be used for the private gain of any individual. The proceeds shall be expended only for the charitable purposes stated in the application for bingo license or in the articles of incorporation of such organization, except as follows:

1. Such proceeds may be used for prizes;
2. A portion of such proceeds, not to exceed twenty (20) percent of the proceeds before the deduction for prizes, or two thousand dollars (\$2,000) per month, whichever is less, may be used for rental of property, overhead, the purchase of bingo equipment, administrative expenses, security equipment and security personnel; and
3. Such proceeds may be used to pay license fees.

B. A licensee shall be deemed to violate Subdivision (k)(2) of Section 326.5 of the California Penal Code and this subsection if expenses during any particular month exceed \$2,000. If expenses do not exceed two thousand dollars (\$2,000) per month, the Twenty (20) percent limitation shall be applied annually at the conclusion of each twelve (12) months of operation. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 0711 § 1, 1988; SCC 578 § 12 (part), 1983].

4.26.075 Facility and Records – Compliance examination and inspection.

A. The licensee shall keep full and accurate records of the income received and expenses disbursed in connection with its operation, conduct, promotion, supervision, and any other phase of bingo games or a bingo parlor. Such records are to include but are not limited to ledgers and accounts relating to inventory, proceeds, expenditures, and the distribution of all profits derived from bingo games, and any other records as are necessary to determine or establish compliance with the provisions of this chapter, Rancho Cordova administrative regulations adopted pursuant to this chapter, Section 326.5 of the California Penal Code, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time. The records shall be of such types and maintained in such manner as may be prescribed by the ~~chief of police~~Chief of Police; and when not so prescribed, shall be of such types and maintained according to the requirements of generally accepted principles of accounting.

B. The ~~chief of police~~Chief of Police or any other authorized representative of the city shall have the right to inspect the bingo parlor, conduct a compliance examination, review, audit, or photocopy bingo licensee records as described in subsection (A) of this section at any reasonable time, without having to obtain a search warrant and the license holder shall fully cooperate by making such records and photocopies thereof available to the ~~chief of police~~Chief of Police upon demand. The licensee shall deliver the records for the purpose of a compliance examination, review, audit, inspection, or for photocopying to the office of the ~~chief of police~~Chief of Police during reasonable hours upon demand of the ~~chief of police~~Chief of Police.

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C. Compliance examinations shall be conducted by the ~~chief of police~~ **Chief of Police** of bingo licensee records described in subsection (A) of this section not less frequently than annually, for each twelve (12) months of each licensee's operation.

D. If the organizational structure of the licensee is such that an umbrella organization disburses bingo proceeds to member organizations, the records described in subsection (A) of this section which are subject to examination, review, audit, inspection, or photocopying shall include both the bingo records of the umbrella organization and its member organizations. For purposes of this section, an "umbrella organization" is defined as a nonprofit, income tax exempt, charitable organization which is organized for the purpose of providing financial support to other nonprofit, income tax exempt, charitable organizations.

E. Records described in subsection (A) of this section shall be subject to disclosure only pursuant to:

1. Any suspension, revocation or other proceeding conducted under this chapter or the Rancho Cordova administrative regulations adopted pursuant to this chapter; or

2. Any civil or criminal investigation conducted by the Chief of Police, the District Attorney, the Grand Jury or the City Attorney. For all other purposes, the records shall be kept confidential by the Chief of Police, as custodian of those records.

[Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 0711 § 3, 1988; SCC 578 § 12 (part), 1983].

4.26.080 Retention of records.

The licensee shall keep and preserve the records described in subsection (A) of Section RCMC-4.26.075(A) for the following period of time, whichever occurs later:

A. Three years;

B. Until completion of a compliance examination; or

C. Until the administrative or judicial appeal process, whichever is applicable, is final, if the license has been suspended, revoked, or a renewal denied. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 0711 § 3, 1988; SCC 578 § 12 (part), 1983].

4.26.083 Limitation of involvement in bingo.

The bingo licensee shall not allow another person, sole proprietorship, partnership, corporation, unincorporated association, cooperative, joint venture or other individual or entity to organize, manage, supervise, conduct, control or otherwise participate in or influence either the operation of its bingo game or the promotion thereof. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995].

4.26.085 Prohibition of financial interest in bingo.

A. No individual, corporation, partnership, or other entity except the bingo licensee shall hold a financial interest in the conduct of any bingo game. A financial interest includes, but is not limited to, situations in which a bingo licensee maintains accounts payable to a parlor licensee for parlor rents and other costs beyond the next day of bingo operation, or maintains accounts payable to a bingo supplier beyond thirty (30) days of the invoice date or ten (10) days of the statement date, whichever occurs later. For purposes of this subsection, "invoice date" is defined as the date of delivery of such supplies and "statement date" is defined as the date within thirty (30) days of the delivery of supplies.

B. A licensee that has not paid its supplier account(s) or parlor account(s) within the period provided in subsection (A) of this section shall not purchase additional supplies from any supplier or rent or incur other costs from any parlor until all accounts are brought into compliance with the required payment periods provided in subsection (A) of this section.

C. Financial interest includes any salary, compensation, gratuity; or any payment or gift of any value from any bingo supplier or bingo parlor operator; or any agents thereof to any licensee officer, manager, governing board member; or any member of the licensee organization or its volunteers during the prior three years [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989; SCC 578 (part), 1983].

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4.26.090 Exclusive operation by licensee.

Only the bingo licensee shall operate bingo games or participate in the promotion, supervision, or any other phase of the games. Bingo games shall be operated and staffed solely by members of the licensee; except that the licensee may retain or employ security personnel at such bingo games. Such members shall not receive a profit, wage, salary, or compensation from bingo proceeds or bingo profits for services rendered from any bingo game. The term "compensation" as used in this section includes, but is not limited to, cash, bingo paper, pull tabs, coupons, redeemable vouchers, discounts, or payment in kind. Neither the provisions of Subdivisions (b) or (h) of Section 326.5 of the California Penal Code nor those of this section shall be deemed violated if a bingo licensee reimburses members staffing the games for the actual and necessary costs which they incur in providing services associated with the conduct of the games. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.095 Staff member identification.

Any person participating in the operation, conduct or staffing of any bingo game shall wear on his or her outside clothing, in plain view, an identification insignia or badge measuring not less than two and one-half inches (2-1/2) by three and one-half (3-1/2) inches in size and specifying the name and title of such person and the name of the licensee organization. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.100 Attendance limited to occupancy capacity.

A. Notwithstanding that bingo games are open to the public, attendance at any bingo game shall be limited to the occupancy capacity of the room in which the game is conducted as determined by the fire department or district having jurisdiction in accordance with applicable laws and regulations; and to any occupancy conditions included on any applicable use permit or county issued license authorizing the activity on the property on which the activity is located.

B. It is unlawful for a licensee to knowingly authorize or permit and unlawful for any person to reserve seats or space where bingo games are conducted. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.105 Licensing of premises.

The license issued under this chapter shall authorize the holder thereof to conduct bingo games only on such property the address of which is stated in the application. In the event the described property ceases to be used for the conduct of bingo games by the licensee, the license shall have no further force or effect. The bingo licensee shall file a new application, and such application shall be processed pursuant to the provisions of this chapter, in order for the eligible organization to conduct bingo games at a new location or address. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.110 Operating rules.

Each licensee shall formulate, publish and post in a conspicuous place at the location of the bingo games written rules by which the bingo games are conducted and which recite the prohibitions described below. It is unlawful for a licensee to knowingly authorize, permit, and unlawful for any person to do any of the following:

- A. Provide or award total prizes for each separate bingo game which exceeds five hundred dollars ~~\$250~~500.00 in cash or kind, or both;
- B. Limit attendance or participation in such games to members of the licensee or otherwise deny attendance or participation to any member of the general public who complies with the rules of the game and conducts himself or herself in an orderly and law-abiding manner;
- C. Participate in a bingo game, if the participant is under the age of eighteen (18);
- D. Participate in a bingo game where alcoholic beverages are consumed in the room where the bingo games are conducted or if the participant is under the influence of alcohol;
- E. Participate in bingo games, unless personally present at the location of the games at the time the games are being conducted.

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In this section “participate” is defined as including, but not limited to, the handling of bingo supplies or receipts during any bingo session. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.115 Location of games.

A licensee shall conduct bingo games only on property owned or leased by it, or property whose use is donated to the licensee, and which property is used by such licensee for performance of the charitable purposes for which the organization is organized. Nothing in this section shall be construed to require that the property be owned or leased exclusively by or donated exclusively to such organization. The requirements of the provisions of Subdivision (f) of Section 326.5 of the California Penal Code and those of this section shall be deemed satisfied if the licensee conducts regular business meetings or other activities consistent with its charitable purposes, in addition to bingo games, upon the property which it owns, leases, or uses as a donee. A licensee need not use the property exclusively for activities which fulfill its charitable purposes or objectives. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.120 Limitation of bingo hours and sessions.

A. ~~It shall be unlawful. No bingo licensee shall to~~ conduct bingo games ~~or operate a bingo parlor~~ between the hours of 2:00 a.m. and 10:00 a.m. of the same day. No licensee shall conduct bingo outside of the hours of its authorized sessions.

B. Except as provided in this ~~subsection~~section, no bingo licensee shall conduct more than ~~one-two (2)~~ bingo sessions per week.

C. To conduct more than one-two (2) bingo session per week a licensee shall obtain a Special Business License pursuant to the provisions of this Chapter to operate a bingo parlor. secure the permission of the chief of police. The licensee shall have a valid, unrevoked, and unexpired license to conduct such bingo games and shall submit a written application with information therein as required by the chief of police. The chief of police shall authorize the bingo licensee to conduct more than one session per week unless the chief of police makes one or more of the following findings in writing:

~~1. The bingo licensee is not an organization exempt from the payment of the bank and corporation tax as provided by Sections 23701a, 23701b, 238701d, 23701e, 23701f, 23701g, and 23701h of the Revenue and Taxation Code, or is not a mobile home park association, or a senior citizens organization; and, for at least two continuous years immediately preceding filing of the application for additional sessions, has not existed and operated within either the incorporated or city of Rancho Cordova. The two-year consecutive period of existence and operation provided for herein need not include exemption from payment of the bank and corporation tax;~~

~~2. The bingo licensee has failed, during said immediately preceding two-year period, to raise at least \$25,000 each year through public and private solicitations (including publicly funded grants and recreational and other fundraising activities, but exclusive of any revenue from the sponsorship of bingo games), and has failed to expend at least \$16,000 during each of said preceding two years on charitable causes, or the bingo licensee has not conducted bingo games in the city of Rancho Cordova for the preceding 12 months;~~

~~3. The bingo licensee has failed to equal or exceed, and has failed to maintain for at least six consecutive months, at least 75 percent of the average percentage net profit available from bingo in the city of Rancho Cordova as determined and defined by the chief of police from, but not limited to, bingo records of the licensee community during the previous city fiscal year;~~

~~4. The bingo licensee does not have enough volunteers to staff the extra sessions;~~

~~5. The bingo licensee's accounting records have never undergone a compliance examination by the chief of police or there exist uncorrected deficiencies from a compliance examination conducted by the chief of police;~~

~~6. The additional sessions will be detrimental to public safety, health or welfare; or~~

~~7. The licensee has failed to comply with other provisions of this chapter, the Rancho Cordova administrative regulations adopted pursuant to this chapter, Section 326.5 of the California Penal Code, or any other applicable~~

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~~state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time.~~

~~C. The chief of police shall notify the bingo licensee in writing of the denial of a licensee's application to conduct more than one bingo session per week and shall in such notice state the reason(s) for the denial and that the licensee has 15 calendar days from the date of service of such written notice of denial to file an appeal of such denial. Upon timely request by the licensee, the appeal hearing process and related procedures shall proceed pursuant to the provisions of RCMC 4.10.115 through 4.10.130. D. A bingo parlor may only be open for bingo activities during the periods of time which coincides with a scheduled session of a charitable organization licensed pursuant to this Chapter.~~

E. No gaming activity, other than bingo, as authorized and described in this Chapter and California Penal Code Section 326.5 may be conducted at any time in any building or structure licensed as a bingo parlor. This prohibition includes, but is not limited to sweepstakes, raffles and lotteries.

F. No computerized, electronic or mechanical gaming or bingo devices, or any device utilizing a video display screen, other than card minding devices authorized under this Chapter and Penal Code Section 326.5(p) may be stored, used in conjunction with bingo games, maintained, or displayed in any building or structure licensed as a bingo parlor or in any room or structure adjacent to the bingo parlor which is immediately accessible to the bingo parlor.

[Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.125 Location restriction.

A. Notwithstanding the permission contained in a special business license pursuant to ~~RCMC Section~~ 4.26.105, and notwithstanding any provision of Chapter 4.10 ~~RCMC~~ or this chapter to the contrary, it shall be unlawful for any person who holds a special business license authorizing the operation of bingo games to conduct bingo games at a place which is or would by virtue of the conduct of such games be or become a bingo parlor, ~~as defined by RCMC 4.28.010,~~ unless the bingo parlor has been authorized by a valid, unexpired, unrevoked special business license issued pursuant to the provisions of RCMC 4.28.030 and Chapter 4.28 RCMC.

B. Notwithstanding any other provision of Chapter 4.10 RCMC or this chapter to the contrary, violation of the provisions of subsection (A) of this section shall constitute grounds for revocation of a special business license authorizing the operation of bingo games issued pursuant to the provisions of Chapter 4.10 RCMC and this chapter. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.130 Temporary suspension of license pending opportunity for hearing.

The ~~chief of police~~Chief of Police shall have the authority to temporarily suspend the bingo ~~or parlor~~ license by ordering in writing that the licensee immediately cease and desist any further operations of any bingo game pending expiration of the time for appeal or exhaustion of an appeal pursuant to the provisions and notice procedure of RCMC 4.10.145 ~~of Chapter 4.10~~ if the ~~chief of police~~Chief of Police finds that such temporary suspension is necessary in order to protect against a serious and immediate threat to the health or safety of the public caused by exercise of the license, and one of the following occurs:

A. The bingo ~~or bingo parlor~~ licensee is conducting a bingo game in violation of any of the provisions of this chapter, Section 326.5 of the California Penal Code, the Rancho Cordova administrative regulations adopted pursuant to this chapter, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time;

B. The bingo ~~or bingo parlor~~ licensee has not made available for the conduct of a compliance examination, audit, review, inspection, or for photocopying, at any reasonable time upon the demand of the ~~chief of police~~Chief of Police all records necessary to determine or establish compliance with the provisions of this chapter, Rancho Cordova administrative regulations adopted pursuant to this chapter, Section 326.5 of the California Penal Code, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time; or

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C. The bingo ~~or parlor~~ licensee has not kept records as required by the ~~chief of police~~ Chief of Police, this chapter, Section 326.5 of the Penal Code, Rancho Cordova administrative regulations adopted pursuant to this chapter, or any other applicable state of California, city of Rancho Cordova or federal law, administrative rule or regulation, as they may be amended from time to time, or has not kept records necessary to determine compliance with applicable laws and administrative rules and regulations pursuant to generally accepted principles of accounting when such records are not prescribed to be kept in any specific manner or type by the ~~chief of police~~ Chief of Police, this chapter, Rancho Cordova administrative regulations adopted pursuant to this chapter, Section 326.5 of the Penal Code, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulations, as they may be amended from time to time. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.135 Notice of temporary suspension and appeal – Appeal of underlying suspension or revocation.

A. The temporary suspension shall be effective no sooner than 24 hours following the time and date of delivery of the notice thereof as is provided in RCMC 4.10.145 and the procedures for appeal and notice of temporary suspension shall be as prescribed in RCMC 4.10.145.

B. Upon timely request by the licensee, the appeal hearing process and related procedures of a revocation or suspension of its license pursuant to RCMC 4.10.135 shall proceed pursuant to the provisions of RCMC 4.10.115 through 4.10.155. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.140 Conducting bingo games after temporary suspension or suspension.

Any person(s) who continues to conduct a bingo game ~~or bingo parlor~~ after temporary suspension pursuant to ~~RCMC-Section~~ 4.26.130, or suspension pursuant to RCMC 4.10.135, is guilty of a misdemeanor. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.150 Receiving bingo proceeds during suspension or revocation.

Notwithstanding the provisions of ~~RCMC-Section~~ 4.10.145 ~~of Chapter 4.10~~, an organization whose license has been temporarily suspended, suspended, or revoked cannot receive bingo proceeds from any source during the period of temporary suspension, suspension, or revocation. A violation of this section shall result in a permanent license revocation to the organization involved. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.155 Purchases from bingo suppliers.

It is prohibited for bingo licensees to use bingo paper and pull tabs purchased from suppliers that are not licensed to conduct a bingo supply business by the city of Rancho Cordova pursuant to Chapter 4.29 RCMC. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.160 Injunction.

The city of Rancho Cordova may bring an action in a court of competent jurisdiction to enjoin a violation of Section 326.5 of the California Penal Code, of this chapter, Rancho Cordova administrative regulations adopted pursuant to this chapter, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.165 Regulation of games and equipment.

The ~~chief of police~~ Chief of Police may prescribe such regulations with respect to the conduct of the games and the equipment used by the licensee as deemed necessary to ensure the fairness and integrity of the games, and the accountability of the funds collected. Violation of such regulations shall constitute grounds for revocation of the special business license, as set forth in Chapter 4.10 RCMC and this chapter. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.167 ~~Computerized equipment~~ Card Minder Equipment.

A. Except as provided in subsection (B) of this section, it shall be unlawful for organizations licensed under this chapter to:

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1. Permit the use of player-operated machines, devices, or equipment that is computerized, electronic, or mechanical or which employs a video display, in a bingo game;
2. Store, maintain or display on the premises the organization uses for its bingo activities, any computerized, electronic or mechanical device or any device which utilizes or employs video display, which is used for the play of bingo or any other gaming device, including, but not limited to, those used to conduct, sweepstakes, raffles, or lotteries.
Operate, or allow to be played, any form of bingo in which the numbers to be called are selected by electronic means rather than by random selection of numbered balls from a pool of game balls.

B. Electronic Bingo AidCard Minders.

1. Purpose. The purpose of this subsection ~~(B)~~ is not to permit the use of all electronic bingo aids in bingo. The purpose is to permit the bingo licensee to use ~~an electronic bingo~~ card minder aid on the conditions and specifications set forth in this California Penal Code Section 326.5(p), regulations established by the California Gambling Control Commission and this subsection ~~(B)~~.

~~It is contemplated that an electronic bingo aid will include individual units or components to be used by players and that these units or components will be activated by the organization licensed to conduct bingo for a player's operation. These individual player units or components are handheld or desktop devices used in conjunction with bingo cards. It is contemplated that an electronic bingo aid will permit a bingo player to input into an activated individual player unit or component randomly selected numbers called by the bingo licensee in order to match such numbers against programmed information to identify a winning card. The programmed information reflects the exact configurations of the bingo cards sold to and played by the player. The electronic bingo aid is not to alter the bingo cards. The electronic bingo aid is to be used in conjunction with bingo cards in order to assist the player in identifying a winning card. The electronic bingo aid is not to be used as an electronic or computerized game of bingo, or as a substitute for required bingo cards, or as a substitute for any other requirements of bingo as provided in this chapter or Section 326.5 of the California Penal Code.~~

~~2. Prohibition on Electronic Devices. Electronic or video displays shall not be used in connection with the game of bingo, including card minders, except in connection with the caller's drawing of numbers or symbols and the public display of that drawing, and except as provided in Penal Code Section 326.5(p), the provisions of this chapter, City of Rancho Cordova administrative regulations adopted pursuant to this chapter, State of California, Federal law or administrative rule or regulation, as they may be added or amended from time to time. An electronic bingo aid may be used by bingo players in conjunction with bingo cards to assist in the identification of a winning card if the bingo licensee complies with the conditions set forth in subsections (B)(3) through (B)(19) of this section, and if the organization complies with all other required provisions of this chapter and Section 326.5 of the Penal Code. Violation of any or all of such provisions and conditions shall constitute grounds for revocation, suspension, or denial of the special business license to conduct bingo games; pursuant to the procedures set forth in Chapters 4.02 and 4.10 RCMC and this chapter.~~

~~3. Players utilizing card minders must be physically present at a live called bingo game. An electronic bingo aid is permitted only as a means of assisting a player to mark, otherwise register, or record numbers selected at random in order to identify a winning bingo card. An electronic bingo aid shall not replace or alter the bingo cards. An electronic bingo aid shall not interfere or interact with the element of chance in the game. The player shall have in his or her possession at all times during the game bingo cards with configurations that were sold to the player by the bingo licensee for use with the electronic bingo aid that correspond exactly to such bingo card configurations programmed into the electronic bingo aid. The bingo cards and the individual unit or component of the electronic bingo aid used by the player shall be kept separate and apart and in public view on the tabletop during the game.~~

~~4. Description. Card minders are hand held portable devices used to assist players in monitoring the numbers or symbols announced by a live caller as those numbers are called in a live game.~~

~~Players shall manually input numbers called by the bingo licensee into the individual player-operated units or components of the electronic bingo aid, and automatic daubing shall not be permitted. The portion of the electronic bingo aid system in the immediate physical possession and operation of the bingo licensee, and the individual player-operated units or components of the electronic bingo aid used by a player, shall be able to identify a winning card during the game. Verification by the bingo licensee of a winning combination shall be made based on the bingo card and not solely on the electronic bingo aid. Players shall notify the game operator or caller of a winning pattern of bingo.~~

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5. Requirments. A card minder shall do all of the following:

a. Be capable of storing in the memory of the devise bingo faces from tangible cards purchased by a player;

b. Provide a means for bingo players to input manually each individual number or symbol announced by a live caller;

c. Compare the numbers or symbols entered by the player to the bingo faces previously stored in memory for the device;

d. Identify winning bingo patterns that exist on the stored bingo faces.

~~The electronic bingo aid, including the individual player operated units or components of the electronic bingo aid, shall be enabled for play solely by the bingo licensee, and only on the premises where the games are conducted. The electronic bingo aid shall be programmed either by the bingo licensee, or by a bingo supplier licensed pursuant to Chapter 4.29 RCMC at the direction and as specified by the bingo licensee. A copy of any change in the program of a programmed electronic bingo aid shall be submitted to the chief of police. The same card configurations shall be programmed into the electronic bingo aid as are sold to the player. All individual player operated units or components of the electronic bingo aid shall be rented or otherwise provided to a player solely by the bingo licensee.~~

6. Prohibitions. A card minder shall neither perform a function involving the play of the game other than those described in subsection (B)(5) of this section, nor do any of the following:

a. Be capable of accepting or dispensing any coins, currency or other representative of value or on which value has been encoded;

b. Be capable of monitoring any bingo card face other than the faces of the tangible card or cards purchased by the player for that game;

c. Display or represent the game result through any means including, but not limited to, video or mechanical reels or other slot machine or casino game themes, other than highlighting the winning numbers or symbols marked or covered on the tangible bingo cards or giving an audio alert that the player's card has a prize winning pattern;

d. Determine the outcome of any game or be physically or electronically connected to any other bingo equipment, including, but not limited to, the ball call station, or to any card other card minding device. No other player-operated or player-activated electronic or electromechanical device or equipment is permitted to be used in connection with a bingo game.

~~Prior to giving physical possession of the individual player operated unit or component of the electronic bingo aid to the player, the bingo licensee shall receive payment from the player for the number of games requested by the player that are programmed into the electronic bingo aid. The bingo licensee shall at the time of payment issue to the player: an individual player operated unit or component of the electronic bingo aid; the bingo cards sold to the player corresponding exactly to the bingo number pattern for each card face thereon that is programmed into the electronic bingo aid; and a receipt indicating the amount paid, the number of faces and games sold to the player and activated in the electronic bingo aid, and the serial number of each card face sold to the player and activated by game.~~

7. Requirements for Chief of Police's Approval. No card minder device may be used or operated by any bingo licensee without prior approval from the Chief of Police. The Chief of Police shall determine the maximum number of bingo cards that may be loaded into a player operated unit or component of a bingo card minder during a bingo game, but such number shall in no event exceed one hundred forty-four (144) bingo card faces.8. Notwithstanding any other provisions of this chapter, no card minder device may be approved by Chief of Police, or operated by any licensee or player unless said card minding device has received prior approval from the California Gambling Control Commission, as described in Penal Code Section 326.5(p)(3)(A). Any proposed material change to the device, including change to the software used by the device, must be approved by the commission prior to its implementation.

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7. The chief of police shall by administrative regulation determine the maximum number of bingo card faces that may be programmed into a player-operated unit or component of an electronic bingo aid during a bingo game, but such number shall in no event exceed 72 bingo card faces.

89. All card minders must be operated and played in compliance with any and all regulations adopted for the use of the devices by the Commission on Gambling Control as described in Business and Professions Code Section 19850.6 and any other applicable provisions of law.

Only one player-operated unit or component of an electronic bingo aid may be used by a bingo player during a bingo game.

910. The costs for any testing, certification, license or determination shall be borne by the person or entity seeking it.

A particular type of electronic bingo aid shall not be used by a bingo licensee until the bingo licensee has demonstrated the electronic bingo aid to the chief of police and such electronic bingo aid has been inspected and approved by the chief of police.

110. The bingo card minder is not to alter the bingo cards.

Each player electing to use the electronic bingo aid shall have an equal opportunity to do so. The bingo licensee shall distribute each player-operated unit or component of the electronic bingo aid for play on a random basis; first come, first served. No particular player-operated unit or component of the electronic bingo aid shall be reserved for any player. The bingo player is prohibited from selecting the player-operated unit or component of the electronic bingo aid.

124. The player shall have in their possession the pre-printed bingo cards with configurations that were sold to the player by the bingo licensee for use with the bingo card minder that correspond exactly to such bingo card configurations loaded into the bingo card minder. Only a bingo supplier licensed by Chapter 4.29 RCMC may remove the electronic bingo aid from the premises where the games are conducted. Removal may be for repair or for use by another organization licensed by this chapter to conduct bingo. A record shall be maintained by the bingo licensee of all electronic bingo aids removed fr

om such premises; the name of the person, and business if any, who has taken the device from such premises; the site address where taken; the return date, if any; and disposition of the electronic bingo aid.

4213. Players shall manually input or daub numbers called by the bingo licensee into the individual player operated units or components of the bingo card minder; automatic daubing shall not be permitted.

Accounting records pertaining to electronic bingo aids, including the internal accounting system of the electronic bingo aid, shall be retained as prescribed by RCMC 4.26.080. The electronic bingo aid system must have a dial-up capability so the chief of police may remotely monitor the operation and the internal accounting system of the electronic bingo aid at any time. The electronic bingo aid shall contain a point-of-sale accounting system that allows it to track all financial activity for the bingo session. The electronic bingo aid shall at a minimum contain and keep an accounting system that records the serial number of each bingo card or bingo face sold, the price of each card sold, and the total amount of the electronic bingo aid proceeds from each session. The accounting information must be secure and shall not be accessible for alteration. The electronic bingo aid's capabilities and information must not be lost through power failure or other disruption during the session.

4314. Verification by the bingo licensee of a winning combination shall not be made solely on the bingo card minder, but may be verified by using the paper or cardboard card. Players shall notify the game operator or caller of a winning pattern of bingo.

The bingo licensee shall not conduct bingo games where a player is required to use an electronic bingo aid. During all games, the use of an electronic bingo aid shall be at the option of the bingo player. The bingo licensee shall permit all players to play in all bingo games without the use of an electronic bingo aid.

4415. The bingo card minder, including the individual player operated units or components of the bingo card minder, shall be enabled for play solely by the bingo licensee; and, only on the premises where the games are conducted. The bingo card minder shall be loaded by the bingo licensee. All individual player operated units or components of the bingo card minder shall be rented or otherwise provided to a player solely by the bingo licensee.

The bingo licensee shall require a player electing to use an electronic bingo aid to purchase no less than the licensee's minimum number buy-in of bingo cards for use without an electronic bingo aid.

4516. Prior to giving physical possession of the individual player operated unit or component of the electronic bingo card minder to the player, the bingo licensee shall receive payment from the player for the number of

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games requested by the player that are loaded into the bingo card minder. The portion of the electronic bingo aid system in the immediate physical possession and operation of the bingo licensee shall have the capability during the game to print and may print the configurations of the bingo cards that are programmed into the electronic bingo aid. The player-operated units or components of the electronic bingo aid shall not have such capability and shall not print configurations of the bingo cards.

4617. The bingo licensee shall at the time of payment issue to the player: an individual player operated unit or component of the bingo card minder and a receipt indicating, the amount paid, the number of cards and games sold to the player and activated in the bingo card minder.

The electronic bingo aid including related circuitry shall be sealed and secured in order to prevent unauthorized removal, additions, changes, or other alterations to the data within such electronic bingo aid.

4718. Only one player operated unit or component of an electronic bingo card minder may be used by a bingo layer during a bingo game. The chief of police may, upon demand, examine and inspect the electronic bingo aid, or any player-operated unit or component of the electronic bingo aid, during the conduct of the games if the chief of police detects or discovers any problem with such equipment that affects the integrity of the bingo game or such equipment. The bingo licensee shall immediately cooperate and comply upon the chief of police's demand for such examination and inspection. Such examination and inspection shall include immediate access to the electronic bingo aid, player-operated units or components of the electronic bingo aid, and inspection of all associated parts and systems, as applicable, and may involve the immediate removal of the electronic bingo aid, player-operated units or components of the electronic bingo aid, or related system or parts, as applicable, from the game premises for further testing.

18. If, at any time, the chief of police detects or discovers any malfunction with an electronic bingo aid, or any player-operated unit or component of the electronic bingo aid, that affects the integrity of such equipment or the bingo game, the chief of police may order the bingo licensee to cease the use of the electronic bingo aid or a player-operated unit or component of the electronic bingo aid, as applicable, immediately. The bingo licensee shall comply immediately with such chief of police's order.

19. Each player electing to use the bingo card minder shall have an equal opportunity to do so. The bingo licensee shall distribute each player operated unit or component of the electronic bingo card minder for play on a random basis; first come, first served. No particular player operated unit or component of the bingo card minder shall be reserved for any player. If the bingo licensee detects or discovers any malfunction or any problem or occurrence with the electronic bingo aid, or the player-operated unit or component of the electronic bingo aid, that affects the security or the integrity of the bingo game or such equipment, the bingo licensee shall cease immediately the use of the electronic bingo aid or affected player-operated unit or component of the electronic bingo aid, as applicable.

20. Only a bingo supplier licensed by Chapter 4.29 of this title may remove the bingo card minder from the premises where the games are conducted. Removal may be for repair or for use by another organization licensed by Chapter 4.26 to conduct bingo. A record shall be maintained by the bingo licensee of: all bingo card minders removed from such premises; the name of the person, and business if any, who has taken the device from such premises; the site address where taken; the return date if any; and, disposition of the bingo card minder.

21. Accounting records pertaining to bingo card minders, including the internal accounting system of the bingo card minder shall be retained as prescribed by Section 4.26.080 of this chapter.

22. The bingo licensee shall not conduct bingo games where a player is required to use a bingo card minder. During all games, the use of a bingo card minder shall be at the option of the bingo player. The bingo licensee shall permit all players to play in all bingo games without the use of a bingo card minder.

23. The bingo licensee shall require a player electing to use a bingo card minder to purchase no less than the licensee's minimum number buy-in of bingo cards for use without a bingo card minder.

24. The player operated units or components of the bingo card minder in possession of the players shall not have the capability to print and shall not print configurations of the bingo cards.

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25. The bingo card minder including related circuitry shall be sealed and secured in order to prevent unauthorized removal, additions, changes, or other alterations to the data within such bingo card minder.

26. The Chief of Police may, upon demand, examine and inspect the bingo card minder, or any player operated unit or component of the bingo card minder, during the conduct of the games if the Chief of Police detects or discovers any problem with such equipment that affects the integrity of the bingo game or such equipment. The bingo licensee shall immediately cooperate and comply upon the Chief of Police's demand for such examination and inspection. Such examination and inspection shall include immediate access to the bingo card minder, player operated units or components of the bingo card minder, and inspection of all associated parts and systems, as applicable; and, may involve the immediate removal of the bingo card minder, player operated units or components of the bingo card minder, or related system or parts, as applicable, from the game premises for further testing.

27. If, at any time, the Chief of Police detects or discovers any malfunction with a bingo card minder, or any player operated unit or component of the electronic bingo card minder, that affects the integrity of such equipment or the bingo game, the Chief of Police may order the bingo licensee to cease the use of the bingo card minder or a player operated unit or component of the bingo card minder, as applicable, immediately. The bingo licensee shall comply immediately with such order.

28. If the bingo licensee detects or discovers any malfunction or any problem or occurrence with the bingo card minder, or the player operated unit or component of the bingo card minder, that affects the security or the integrity of the bingo game or such equipment, the bingo licensee shall cease immediately the use of the bingo card minder or affected player operated unit or component of the bingo card minder, as applicable.

[Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1155 § 2, 1999; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995].\

4.26.168 Conduct of Bingo Games.

- A. With the exception of the sale of individual pull-tabs, only live called bingo games may be played during a session.
- B. A minimum of two players per game is required.
- C. The winning pattern or arrangement must be known and announced before the game begins.
- D. Players must obtain a card before numbers for an individual game are drawn.
- E. A game begins when the first number is drawn. A game ends when a winning card or cards is identified and verified.
- F. The numbers used in the game must be randomly drawn or determined from a nonreplaceable pool of seventy-five (75) numbers. Numbers drawn must be random as to the entire pool.
- G. The numbers randomly drawn must be used in real time and not stored for later use.
- H. Selected numbers are used in the sequence in which they are drawn.
- I. Players must cover or daub after each release in order to achieve any winning pattern, except that a player may later cover or daub numbers or symbols slept (as defined in subsection (M) of this section) following a previous release ("catch up") for use in obtaining the game-ending pattern. The game winning pattern cannot be achieved

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- in a single ball release, thus requiring that players participate in the contest to be the first to cover the winning pattern.
- J. All players must have the same opportunity to cover or daub to reflect their participation in a common game. To cover or daub a player in a game must take overt action after numbers are released. Bingo card minders may not include a feature whereby covering or daubing after a release occurs automatically or without overt action taken by the player following the release.
- K. The random number draw for each game must continue until a winner is determined. Each game must have a winning player and a game-winning prize must be awarded in every game. All prizes in a game must be awarded based on the outcome of the game of bingo and may not be based on events outside the selection and covering of numbers or symbols used to determine the winner in the game and the action of the competing players to cover the pre-designated winning patterns.
- L. The game must be won by the first player or group of players who obtain a pre-designated winning pattern and who covers or daubs the numbers yielding that winning pattern.
- M. If a player sleeps the game-ending pattern, the game must continue until a player subsequently obtains and covers or daubs and claims the game-ending prize. To “sleep” or to “sleep a bingo” means that a player fails, within a certain time allowed by the game: (1) to cover or daub the previously released numbers or other symbols on that player’s card(s) constituting a game-winning or game-ending pattern or other pre-designated winning pattern, or (2) to claim the prize to which the player is entitled; having covered or daubed a previously designated winning pattern thereby resulting in the forfeiture of the prize to which the player would otherwise be entitled.
- N. Consolation, secondary or interim prizes are permissible if the award of the prize is made on the basis of designated numbers or symbols on a tangible card that conforms to numbers or symbols selected at random and the award of these prizes is based on the play of bingo in the same manner as for the game ending pattern. For purposes of this provision, a consolation, secondary, interim prize pattern shall constitute a separate game as that term is used in California Penal Code Section 326.5(n). Interim prizes cannot exceed the statutory maximum for a single prize.
- O. Regardless of the buy-in level, all players must play for the same game ending patterns.
- P. Prizes for any game cannot exceed a total of five hundred dollars (\$500.00).
- Q. Players utilizing card minders must have in their possession paper cards that have been loaded into the card minder.
- R. Bingo card minders may not receive or disperse cash or coin. Player buy-ins and prize amounts must be received and dispersed at a common point of sale(s).
- S. A hardcopy of bingo patterns and prize amounts must be available to all players.
- T. At the conclusion of each game, the numbers drawn must be returned to the pool for re-use in the next game. Drawn numbers cannot be stored for use in a later game.
- U. There is to be no co-mingling of bingo with other forms of gaming or with any activity which involves the award of prizes or payouts, such as lotteries, sweepstakes or raffles. The only activities which may take place during a bingo session are live called games, and the sale of pulltabs, which may start one half hour prior to the

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first draw of the first number of the first live called game. Pulltab sales must cease upon the determination of the winning player(s) in the final scheduled game of a session.

- V. No bingo manager, security employee or volunteer for that session shall participate as a player in the play of any bingo game, except that a licensee manager or volunteer may assist a player in the play of that player's cards, or in the use of a card minder, as described in Section 4.26.167(b) of this chapter, as part of an accommodation or auxiliary aid, provided that assistance does not involve or require the use of a computerized, mechanical or electronic device other than a card minder as authorized by Section 4.26.167(B).

- W. Prior to providing the prize or payout for any winning bingo card or pulltab, valued at fifty dollars (\$50.00) or more, the licensee shall document the identity of the winning player and verify that player's identity with a photographic identification. No payout of fifty dollars (\$50.00) is to be provided unless that player provides the required identification and the payout is documented. The licensee is to record the identification of the winning player, the amount(s) paid out and the session date and time of the payout. All records of payouts are to be maintained and submitted at the time of any and all audits or examinations as required or authorized by this chapter or any Sacramento County Bingo Regulations. (SCC 1622 § 8, 2018; SCC 1403 § 21, 2008.)

4.26.170 False or misleading advertising.

It shall be unlawful for any licensee to make or disseminate or cause to be made or disseminated before the public in this city, in any newspaper or other publication, or any advertising device, or any other manner or means whatsoever, any statement concerning any such bingo game including, but not limited to, the amount of prizes to be awarded or distributed in any game, which is untrue or misleading, and which is known or which, by the exercise of reasonable care, should be known to be untrue or misleading. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.175 Receipt of profit by a person and penalty for violation of this chapter.

A. It is a misdemeanor under Section 326.5, Subdivision (b), of the Penal Code of the state of California for any person to receive or pay a profit, wage, or salary from any bingo game authorized under this chapter for activities related to bingo or the bingo operation. The expenditure of any revenues or proceeds derived from bingo to pay employees, members, or contractors of licensed organizations for services associated with the planning, organization, management, operation or staffing of bingo games, or related to bookkeeping, accounting, auditing or technical advice concerning the handling or disposition of such revenues or proceeds is prohibited. A violation of this prohibition is punishable by a fine not to exceed \$10,000, which fine shall be deposited in the general fund of the city of Rancho Cordova.

B. In addition to other applicable provisions of this title, a violation of any of the provisions of this chapter, Rancho Cordova administrative regulations adopted pursuant to this chapter, Section 326.5 of the California Penal Code, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time, shall be grounds for the ~~chief of police~~ Chief of Police to suspend, revoke, or deny the renewal of a special business license to conduct bingo games issued pursuant to the provisions of Chapter 4.10 RCMC and this chapter. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1155 § 3, 1999; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995; SCC 0758 § 2, 1989].

4.26.180 Discontinuance of bingo games.

Bingo licensees who discontinue conducting bingo games shall follow the accounting requirements prescribed by the ~~chief of police~~ Chief of Police in the Rancho Cordova administrative regulations adopted pursuant to this chapter. Their failure to do so shall result in denial of a subsequent license to conduct bingo games for two years from the last day a bingo game was conducted. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 1, 1996; SCC 0992 § 5, 1995].

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Note to Reader: Section placeholders to indicate the sections between changed subsections remain the same are indicated with three stars (***)

Chapter 4.28 Bingo Parlors

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Chapter 4.28

BINGO PARLORS

Sections:

- 4.28.000—Purpose.
- 4.28.005—Definitions.
- 4.28.010—Definitions—Bingo parlor.
- 4.28.015—Definitions—Bingo.
- 4.28.017—Definitions—Bingo session.
- 4.28.020—License required.
- 4.28.025—Contents of the application.
- 4.28.030—Issuance.
- 4.28.035—Employee permits.
- 4.28.040—Application for permits.
- 4.28.045—Issuance of permit.
- 4.28.050—Revocation of permits.
- 4.28.055—Records—Compliance examination and inspection.
- 4.28.057—Retention of records.
- 4.28.060—Hours of operation.
- 4.28.065—Limitation on parlor owner involvement in bingo.
- 4.28.070—Prohibition of financial interest in bingo.
- 4.28.080—Temporary suspension of license pending opportunity for hearing.
- 4.28.085—Notice of temporary suspension and appeal—Appeal of underlying suspension or revocation.
- 4.28.090—Operating and conducting business at the bingo parlor after temporary suspension or suspension.
- 4.28.100—Receipt of profit by a person and penalty for violation of this chapter.

4.28.000—Purpose.

In recent years, there has been a proliferation of bingo parlors in Rancho Cordova, resulting in multiple organizations licensed to conduct bingo in accordance with Chapter 4.26 RCMC conducting bingo games at a single commercial location. Competition for the bingo player and the bingo dollar has increased between charitable organizations conducting bingo games. High rents and overhead and increased promotional expenditures have reduced the charitable organizations' profits derived from bingo games, thereby resulting in a substantial decrease in the profits available for charitable purposes.

The regulatory provisions of this chapter are necessary to ensure that bingo parlors are operated subject to reasonable conditions for the protection of the public health, safety and welfare. A system of regulating bingo parlors, in conjunction with the existing regulations of organizations licensed to conduct bingo in accordance with Chapter 4.26 RCMC, encourages the maximum use of bingo proceeds and profits for charitable purposes, but also limits the commercialization of bingo, particularly by criminal or otherwise undesirable elements.

The licensing regulations for bingo parlors further clarify and define the relationship between the bingo parlor and the licensed charitable organizations with respect to the operation and management of bingo games in the city of Rancho Cordova. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 2, 1996; SCC 0992 § 7, 1995; SCC 0759 § 2, 1989; SCC 661 § 1, 1986].

4.28.005—Definitions.

As used in this chapter, the terms identified by RCMC 4.28.010 through 4.28.017 shall be ascribed the meanings indicated. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 2, 1996; SCC 0992 § 7, 1995; SCC 0759 § 2, 1989; SCC 661 § 1, 1986].

4.28.010—Definitions—Bingo parlor.

“Bingo parlor” means a building, facility, or other improvement upon which space is leased, rented or otherwise allocated for monetary consideration to two or more organizations possessing a special business license pursuant to Chapter 4.26 RCMC, within or upon which bingo games sponsored by the licensed organizations are conducted. A bingo parlor shall not be deemed to mean or include a building, facility, or other improvement which is owned by a

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public agency, within or upon which space is rented, leased or otherwise allocated for the operation of bingo games by two or more licensed organizations. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 2, 1996; SCC 0992 §, 1995; SCC 0759 § 2, 1989; SCC 661 § 1, 1986].

4.28.015 — Definitions — Bingo.

“Bingo,” as used in this chapter, shall be deemed to mean a game of chance as specifically defined in RCMC 4.26.010. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 2, 1996; SCC 0992 § 7, 1995; SCC 0759 § 2, 1989; SCC 661 § 1, 1986].

4.28.017 — Definitions — Bingo session.

“Bingo session,” as used in this chapter, shall be deemed to mean the same as specifically defined in RCMC 4.26.017. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 2, 1996; SCC 0992 § 7, 1995].

4.28.020 — License required.

No person shall, unless under and by authority of a valid, unrevoked and unexpired special business license issued pursuant to the provisions of this chapter, operate a bingo parlor in the city of Rancho Cordova, whether singularly or in connection with another type of enterprise. A person shall be deemed to operate or conduct a bingo parlor and violate this section if the person, without a special business license, supervises, directs, organizes, controls or is in any way responsible for or in charge of a bingo parlor for which a special business license is required. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 2, 1996; SCC 0992 § 7, 1995; SCC 0759 § 2, 1989; SCC 661 § 1, 1986].

4.28.025 — Contents of the application.

In addition to the matters prescribed by RCMC 4.10.030, an application for a special business license to operate a bingo parlor shall contain the following:

A. A copy of all leases, contracts or other agreements regarding the use or occupancy of the bingo parlor by and between the licensee and any organization licensed to conduct bingo games pursuant to Chapter 4.26 RCMC;

B. A description of all uses which any organization licensed pursuant to Chapter 4.26 RCMC shall make of the bingo parlor premises; and

C. A detailed description of the facility, services, resources and security personnel which the licensee shall provide to each organization licensed pursuant to Chapter 4.26 RCMC which shall operate or conduct a bingo game at the bingo parlor. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 2, 1996; SCC 0992 § 7, 1995; SCC 0759 § 2, 1989; SCC 661 § 1, 1986].

4.28.030 — Issuance.

The chief of police shall issue a special business license unless:

A. One or more of the findings prescribed by RCMC 4.10.040(A), (B), (C) or (D) is made;

B. The bingo parlor has violated, or will be conducted, operated or managed in a manner which violates, Section 326.5 of the California Penal Code, this chapter, Rancho Cordova administrative regulations adopted pursuant to this chapter, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time; or

C. The applicant holds a current license under Chapter 4.26 or 4.29 RCMC. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 2, 1996; SCC 0992 § 7, 1995; SCC 0759 § 2, 1989; SCC 661 § 1, 1986].

4.28.035 — Employee permits.

No person shall work in a bingo parlor as a bingo parlor manager and no person who holds a special business license authorizing operation of a bingo parlor shall employ any person as a bingo parlor manager unless such person possesses a valid employee permit or a special business license issued pursuant to the provisions of Chapter 4.10 RCMC and this chapter. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 2, 1996; SCC 0992 § 7, 1995; SCC 0759 § 2, 1989; SCC 661 § 1, 1986].

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4.28.040—Application for permits.

In addition to the matters prescribed by RCMC 4.10.080, an application for an employee permit to serve as a bingo parlor manager shall contain a list of each arrest resulting in either a conviction, a plea of guilty or a plea of nolo contendere. This list shall, for each such conviction, plea of guilty or plea of nolo contendere, set forth the date of arrest, the offense charged and the offense for which the applicant was convicted, or entered a plea of guilty or plea of nolo contendere. [Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 2, 1996; SCC 0992 § 7, 1995; SCC 0759 § 2, 1989; SCC 661 § 1, 1986].

4.28.045—Issuance of permit.

Upon receipt of an application for an employee permit to serve as a bingo parlor manager, the chief of police shall conduct such investigation pursuant to RCMC 4.10.085 as is deemed necessary. The chief of police shall issue the permit pursuant to RCMC 4.10.090 unless he or she finds any of the following:

A. That the application fails to contain information required by the chief of police or RCMC 4.28.040, or is otherwise incomplete;

B. That information contained in the application is false or otherwise inaccurate;

C. That the applicant has been convicted of a crime and the time for appeal has elapsed, or when an order granting probation is made suspending the imposition of sentence, irrespective of the entry of a subsequent order under Section 1203.4 of the California Penal Code, or has done any act involving dishonesty, fraud or deceit with intent to substantially benefit him or herself or another, or substantially injure another, and the chief of police concludes that by reason of the crime or act the applicant may not perform his or her duties as a bingo parlor manager in a law-abiding manner or in a manner which does not subject patrons of the bingo parlor to risk of harm or criminal, deceitful or otherwise unethical practices.

Notwithstanding the foregoing, an application shall not be denied solely on the basis that a person has been convicted of a felony if the person has obtained a certificate of rehabilitation under Section 4852.01 et seq. of the California Penal Code, or that the person has been convicted of a misdemeanor if the person has met all applicable requirements of the criteria of rehabilitation developed to evaluate the rehabilitation of a person when considering the denial of a license under Section 4852.05 of the California Penal Code; or

D. That the applicant has violated or is in noncompliance with any of the provisions of this chapter, Section 326.5 of the California Penal Code, Rancho Cordova administrative regulations adopted pursuant to this chapter, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, and as they may be amended from time to time. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 2, 1996; SCC 0992 § 7, 1995; SCC 0759 § 2, 1989; SCC 661 § 1, 1986].

4.28.050—Revocation of permits.

An employee permit may be revoked or suspended pursuant to RCMC 4.10.140 upon any of the following grounds:

A. Violation of any of the duties, terms, conditions, requirements or prohibitions contained in this chapter, in the Rancho Cordova administrative regulations adopted pursuant to this chapter, Section 326.5 of the California Penal Code, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time;

B. Violation of any duties, terms, conditions, requirements or prohibitions imposed by Chapter 4.02 or 4.10 RCMC;

C. Misrepresentation of a material fact contained in the application for the permit; or

D. The chief of police has acquired information supporting a finding as described by RCMC 4.28.045(C) in relation to the holder of the permit. [Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 2, 1996; SCC 0992 § 7, 1995; SCC 0759 § 2, 1989; SCC 661 § 1, 1986].

4.28.055—Records—Compliance examination and inspection.

A. The parlor licensee shall keep full and accurate records of the income received and expenses disbursed in connection with its operation and conduct of a bingo parlor, and as necessary to determine or establish compliance with the provisions of this chapter, Rancho Cordova administrative regulations adopted pursuant to this chapter, Section 326.5 of the California Penal Code, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time. The records shall be of

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such types and maintained in such manner as may be prescribed by the chief of police and when not so prescribed shall be of such types and maintained according to the requirements of generally accepted principles of accounting.

B. The chief of police or any other authorized representative of the city shall have the right to inspect, conduct a compliance examination, review, audit, or photocopy parlor licensee records as described in subsection (A) of this section at any reasonable time and the license holder shall fully cooperate by making such records and photocopies thereof available to the chief of police upon demand. The licensee shall deliver the records for the purpose of a compliance examination, review, audit, inspection, or for photocopying to the office of the chief of police during reasonable hours upon demand of the chief of police.

C. Compliance examinations shall be conducted by the chief of police of parlor licensee records described in subsection (A) of this section not less frequently than annually, for each 12 months of each licensee's operation.

D. Records described in subsection (A) of this section shall be subject to disclosure only pursuant to:

1. Any suspension, revocation or other proceeding conducted under this chapter or the Rancho Cordova administrative regulations adopted pursuant to this chapter; or
2. Any civil or criminal investigation conducted by the chief of police, the district attorney, the grand jury or the city attorney. For all other purposes, the records shall be kept confidential by the chief of police, as custodian of those records. [Revised during 2008 codification; Ord. 38 2007 § 1 (Exh. 1(A)); Ord. 21 2003 §§ 2, 4; Ord. 20 2003 §§ 2, 4; SCC 1061 § 2, 1996; SCC 0992 § 7, 1995; SCC 0759 § 2, 1989; SCC 661 § 1, 1986].

4.28.057 — Retention of records.

The parlor licensee shall keep and preserve the records described in RCMC 4.28.055(A) for the following period of time, whichever occurs later:

- A. Three years;
- B. Until completion of a compliance examination; or
- C. Until the administrative or judicial appeal process, whichever is applicable, is final, if the license has been suspended, revoked, or a renewal denied. [Ord. 21 2003 §§ 2, 4; Ord. 20 2003 §§ 2, 4; SCC 1061 § 2, 1996; SCC 0992 § 7, 1995].

4.28.060 — Hours of operation.

It shall be unlawful for any bingo parlor to operate or remain open for purposes of conducting bingo games between the hours of 2:00 a.m. and 10:00 a.m. of the same day. [Ord. 21 2003 §§ 2, 4; Ord. 20 2003 §§ 2, 4; SCC 1061 § 2, 1996; SCC 0992 § 7, 1995; SCC 0759 § 2, 1989; SCC 661 § 1, 1986].

4.28.065 — Limitation on parlor owner involvement in bingo.

The licensee shall not organize, manage, supervise, conduct, control or otherwise participate in or influence either the operation of any bingo game conducted at the bingo parlor or the promotion thereof. [Ord. 21 2003 §§ 2, 4; Ord. 20 2003 §§ 2, 4; SCC 1061 § 2, 1996; SCC 0992 § 7, 1995; SCC 0759 § 2, 1989; SCC 661 § 1, 1986].

4.28.070 — Prohibition of financial interest in bingo.

With the exception of revenue generated by any business or enterprise for which a special business license is required pursuant to this chapter, no licensee shall have a financial interest in the conduct of a bingo game operated in the city of Rancho Cordova. A licensee shall be deemed to have a financial interest in the conduct of a bingo game including, but not limited to, the following situations:

- A. Rent or other costs for the bingo parlor is adjusted based on the profits, losses or tax exempt status of any organization licensed under Chapter 4.26 RCMC;
- B. The licensee absorbs, assumes, shares or otherwise participates in the losses or profits of any bingo game conducted by any organization licensed under Chapter 4.26 RCMC; or
- C. The licensee maintains an accounts receivable for an organization licensed under Chapter 4.26 RCMC for rent amounts or other costs owed to the bingo parlor, except for amounts owed by such organization from a previous day

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of bingo operation which are paid before the next day of bingo operation. [~~Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 2, 1996; SCC 0992 § 7, 1995; SCC 0759 § 2, 1989; SCC 661 § 1, 1986~~].

4.28.080 — Temporary suspension of license pending opportunity for hearing.

The chief of police shall have the authority to temporarily suspend the parlor's license by ordering in writing that the licensee immediately cease and desist any further operations of the parlor pending expiration of the time for appeal or exhaustion of an appeal pursuant to the provisions and notice procedure of RCMC 4.10.145 if the chief of police finds that such temporary suspension is necessary in order to protect against a serious and immediate threat to the health or safety of the public caused by exercise of the license, and one of the following occurs:

A. The parlor licensee is conducting its operation in violation of any of the provisions of this chapter, Section 326.5 of the California Penal Code, the Rancho Cordova administrative regulations adopted pursuant to this chapter, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time;

B. The parlor licensee has not made available for the conduct of a compliance examination, audit, review, inspection, or for photocopying, at any reasonable time upon the demand of the chief of police, all records necessary to determine or establish compliance with the provisions of this chapter, Rancho Cordova administrative regulations adopted pursuant to this chapter, Section 326.5 of the California Penal Code, any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time; or

C. The parlor licensee has not kept records as prescribed by the chief of police, this chapter, Section 326.5 of the California Penal Code, Rancho Cordova administrative regulations adopted pursuant to this chapter, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, and as they may be amended from time to time; or has not kept records necessary to determine compliance with applicable laws and administrative rules and regulations pursuant to generally accepted principles of accounting when such records are not prescribed to be kept in any specific manner or type by the chief of police, this chapter, Rancho Cordova administrative regulations adopted pursuant to this chapter, Section 326.5 of the California Penal Code, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time. [~~Ord. 38-2007 § 1 (Exh. 1(A)); Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 2, 1996; SCC 0992 § 7, 1995; SCC 0759 § 2, 1989; SCC 661 § 1, 1986~~].

4.28.085 — Notice of temporary suspension and appeal — Appeal of underlying suspension or revocation.

A. The temporary suspension shall be effective no sooner than 24 hours following the time and date of delivery of the notice thereof as is provided in RCMC 4.10.145 and the procedures for appeal and notice of temporary suspension shall be as prescribed in RCMC 4.10.145.

B. Upon timely request by the licensee, the appeal hearing process and related procedures of the revocation or suspension of its license pursuant to RCMC 4.10.135 shall proceed pursuant to the provisions of RCMC 4.10.115 through 4.10.155. [~~Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 2, 1996; SCC 0992 § 7, 1995; SCC 0759 § 2, 1989; SCC 661 § 1, 1986~~].

4.28.090 — Operating and conducting business at the bingo parlor after temporary suspension or suspension.

Any person(s) who continues to operate and conduct the business of a bingo parlor after temporary suspension pursuant to RCMC 4.28.080, or suspension pursuant to RCMC 4.10.135, is guilty of a misdemeanor. [~~Ord. 21-2003 §§ 2, 4; Ord. 20-2003 §§ 2, 4; SCC 1061 § 2, 1996; SCC 0992 § 7, 1995; SCC 0759 § 2, 1989; SCC 661 § 1, 1986~~].

4.28.100 — Receipt of profit by a person and penalty for violation of this chapter.

A. It is a misdemeanor under Section 326.5, Subdivision (b), of the Penal Code of the state of California for any person to receive or pay a profit, wage or salary from any bingo game authorized under this chapter. Payment received by a parlor licensee for rent or lease of a parlor facility or other costs of the parlor related to bingo from a bingo licensee licensed pursuant to Chapters 4.10 and 4.26 RCMC shall not be deemed a violation of this section. A violation of this prohibition is punishable by a fine not to exceed \$10,000, which fine shall be deposited in the general fund of the city of Rancho Cordova.

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~~B. A violation of any of the provisions of this chapter, Rancho Cordova administrative regulations adopted pursuant to this chapter, Section 326.5 of the California Penal Code, or any other applicable state of California, city of Rancho Cordova, federal law, or administrative rule or regulation, as they may be amended from time to time, shall be grounds for the chief of police to suspend, revoke, or deny the renewal of a special business license to conduct a bingo parlor issued pursuant to the provisions of this chapter. [Ord. 38 2007 § 1 (Exh. 1(A)); Ord. 21 2003 §§ 2, 4; Ord. 20 2003 §§ 2, 4; SCC 1155 § 4, 1999; SCC 1061 § 2, 1996; SCC 0992 § 7, 1995].~~

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Article 3 Zoning District, Allowable Uses, and General Development Standards

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Chapter 23.313

MIXED-USE ZONING DISTRICTS

Table 23.313-1: Allowed Use and Permit Requirements for Mixed-Use Districts

Land Use Category	RMU	CMU	OPMU	OIMU	LIBP	VC	LTC	RTC	Specific Use Regulations
Special Regulated Uses									
<u>Bingo Parlors</u>	<u>N</u>	<u>P³⁰</u>	<u>P³⁰</u>	<u>P³⁰</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>N</u>	<u>RCMC 4.26</u>
Card Rooms	N	P	C	C	C	N	N	N	RCMC 23.919.020
Check Cashing Businesses	N	P	N	N	N	N	N	N	RCMC 23.919.030
Massage Parlors, Massage Establishments	N	P ²⁸	N	N	N	N	N	N	Chapter 4.33 RCMC
Pawnshops	N	P	N	N	N	N	N	N	RCMC 23.919.040
Recycling Facility, Collection Facility	N	C	C	C	P	C	C	C	RCMC 23.919.050
Sexually Oriented Businesses	N	N	N	N	P	N	N	N	RCMC 23.919.060
Smoke Shops	N	P	N	N	C	N	N	N	RCMC 23.919.070
Tattoo Parlors	N	P	N	N	N	N	N	N	RCMC 23.919.080
Thrift Stores	N	P	N	AUP	AUP	N	N	N	RCMC 23.919.090

Notes:

30. Bingo Games and Parlors are regulated by RCMC Chapter 4.26. The City has a limit of no more than two (2) Bingo Parlors in the City limits at any given time.

[Ord. 5-2017 § 3 (Exh. A); Ord. 4-2017 § 3 (Exh. B); Ord. 3-2017 § 3 (Exh. A); Ord. 1-2016 § 4; Ord. 15-2015 §§ 2, 3; Ord. 8-2015 § 4 (Exh. B); Ord. 12-2011 § 3 (Exh. A); Ord. 27-2008 § 1 (Exh. A § 2.5.030)].

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Folsom Boulevard Specific Plan

Chapter 2 Land Use Plan and Allowed Uses

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Chapter 2

Land Use Plan and Allowed Uses

Table 2-2 Use Table for Mixed Use Classifications

Land Use Classifications	FBSP Land Use Designations		
	FB-RMU	FB-CMU	FB-OIMU
Special Regulated Uses			
<u>Bingo Parlor</u>	<u>N</u>	<u>N</u>	<u>P¹¹</u>
Card Room	N	N	N
Check Cashing Business	N	N	N
Massage Parlor	N	N	N
Pawnshop	N	N	N
Recycling Facility, Collection Facility	N	N	C
Sexually Oriented Business	N	N	N
Smoke Shop	N	N	N
Tattoo Parlor	N	N	N
Thrift Store	N	N	N

Notes:

11. Bingo Games and Parlors are regulated by RCMC Chapter 4.26. The City has a limit of no more than two (2) Bingo Parlors in the City limits at any given time.

Municipal Code and Folsom Boulevard Specific Plan Amendments

September 4, 2018

MEETING GOALS

- Review various Municipal Code and Folsom Boulevard Specific Plan Amendments related to bingo.
- Introduce and waive first reading for the Ordinance

BACKGROUND

- Initial amendments were presented to City Council on June 18th.
- Staff was directed to prepare some additional amendments to address having multiple bingo sessions per week.
- Additional amendments include:
 - Combining Bingo Games and Bingo Parlors into one chapter.
 - Non-profits that want to hold more than two bingo sessions per week must obtain a special business license to operate as a bingo parlor.

Title 4 – Ch. 4.26 Bingo

- *Various amendments were necessary for consistency with State law and provide updated language and clarification.*
- *Notable changes:*
 - Bingo games and bingo parlors are combined into one chapter.
 - Increase max payout from \$250 to \$500.
 - Increase non-profit bingo sessions from one to two per week.
 - Deleted Chief of Police discretion to approve additional games.
 - Bingo parlors are limited to a maximum of two for the first two years.
 - Non-profits can hold more than two bingo sessions per week if they have approval to operate as a bingo parlor.

Title 23 - Article 3 Zoning Districts, Allowable Uses, and General Development Standards

Table 23.313-1 Allowed Use and Permit Requirements for Mixed-use Districts

- Add bingo parlors as a permitted use in the CMU, OPMU and OIMU zone.

FBSP Amendment

- Amend Table 2-2 Use Table for Mixed Use Classifications to list Bingo Parlors as a permitted use in the OIMU zone.
- Add footnote stating that Bingo Parlors are regulated by Ch. 4.26.

Recommendation

1. Find the project exempt from CEQA
2. Introduce and waive the first reading of the Ordinance.

THANK YOU

QUESTIONS & DISCUSSION

MEMORANDUM

DATE: September 4, 2018

TO: Honorable Mayor and Council Members

FROM: Elizabeth Sparkman, Community Development Director

SUBJECT: **SOUTH SACRAMENTO HABITAT CONSERVATION PLAN (SSHCP) UPDATE AND MEMORANDUM OF AGREEMENT FOR FISCAL YEAR 2018/2019**



RECOMMENDATION

Receive information on status and schedule of implementation of the SSHCP, discuss proposed change in governance requested by the County Board of Supervisors, and adopt resolution authorizing execution of the Memorandum of Agreement (“MOA”) with Sacramento County, Sacramento County Water Agency, and the City of Galt related to funding the SSHCP.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution will authorize the City Manager to execute a the SSHCP MOA for fiscal year 2018/2019 funding to assist in the preparation and implementation of the South Sacramento Habitat Conservation Plan (“SSHCP” or “Plan”). The net contribution in fiscal year 2018/2019 will be \$77,974.

BACKGROUND

The SSHCP is a regional effort that will provide development and infrastructure projects with streamlined, predictable federal and state permitting processes while creating a preserve system to protect habitat, open space, and agricultural lands. An approved SSHCP allows project proponents within the Plan area to simplify and expedite the state and federal permitting processes.

Significant progress has been made towards finalizing the SSHCP and associated documents since Council last received a comprehensive update in September of 2017. The planning commissions of the County of Sacramento and City of Galt have recommended approval of the SSHCP. In the next few months, after County takes actions, the City Council will consider actions to 1) certify the Environmental Impact Report and adopt California Environmental Quality Act (CEQA) Findings of Fact, 2) Adopt the SSHCP, the Aquatic Resources Program, the Nexus Study for the Mitigation Fee, as well as various resolutions and ordinances related to the above actions.

Bill Ziebron, the Program Manager for the SSHCP, will provide a status update including the schedule for implementation of the SSHCP and discuss a potential modification to the governance structure of the South Sacramento Conservation Agency (SSCA) requested by the County Board of Supervisors at a special meeting on August 8, 2018.

Memorandum of Agreement

Plan participants have previously entered into MOAs regarding the SSHCP that defined their respective responsibilities for funding Plan preparation costs for fiscal years 2009/2010 through 2017/2018. A new MOA is needed for funding responsibilities for FY 2018/2019. The proposed funding commitment for the City is \$145,012 of which \$67,038 has already been pre-paid in FY 17/18.

Review of Cost Estimates:

The SSHCP is funded through a combination of grant funds and local agency contributions. Local agency contributions have been provided by the Plan participants pursuant to four previously adopted SSHCP MOAs. A complete reconciliation of the master budget has been provided to the Plan participants. The initial SSHCP MOA was adopted by the City Council on November 5, 2013 and addressed funding for Fiscal Years 2012/2013 and 2013/2014. A First Amended SSHCP MOA was adopted by the Council on September 21, 2015 and addressed funding for FY 2014/2015. A Second Amended SSHCP MOA was adopted by Council on February 16, 2016 and addressed funding for FY 2015/2016 and FY 2016/2017. A new SSHCP MOA was adopted on October 16, 2017 and addressed funding for FY 2017/2018. This new SSHCP MOA establishes specific funding obligations of the Plan participants for FY 2018/2019.

The projected total SSHCP cost for FY 2018/2019 to complete preparation of the SSHCP, including appropriate environmental documentation, is \$360,060 with funding provided as follows:

- Sacramento County \$180,030
- Sacramento County Water Agency \$108,018
- City of Rancho Cordova \$ 72,012*

*The amount contributed by Rancho Cordova will be reduced by \$67,038 towards the City's commitment of \$72,012 in recognition of a pre-payment made in FY 2017/2018.

The cost of funding the South Sacramento Conservation Agency (SSCA) during FY 2018/19 will be \$600,000 with funding provided as follows:

- Sacramento County \$182,500
- Sacramento County Water Agency \$109,500
- City of Rancho Cordova \$ 73,000
- City of Galt \$ 35,000
- Estimated Fee Payments \$200,000

Key MOA Provisions:

This SSHCP MOA reaffirms the City's commitment to completing the SSHCP and defines the roles and responsibilities of each of the Plan participants. The MOA establishes the amounts and timing of the City's contributions to the SSHCP for FY 2018/2019.

FISCAL IMPACT

Direct fiscal implications to the City include an expenditure of \$145,012, of which \$67,038 has already been prepaid in FY 2017/2018. Funding for the FY 2018/2019 net contribution of \$77,974 will be included in the FY 2018/19 budget.

ATTACHMENTS

1. Resolution
2. Memorandum of Agreement (Contract 138-2018)
3. Presentation

ATTACHMENT 1**CITY OF RANCHO CORDOVA****RESOLUTION NO. XX-2018**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE THE
MEMORANDUM OF AGREEMENT REGARDING ONGOING FUNDING OF THE SOUTH
SACRAMENTO HABITAT CONSERVATION PLAN FOR FISCAL YEAR 2018/19**

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

WHEREAS, the SSHCP is being prepared by Sacramento County, the Cities of Rancho Cordova and Galt, the Sacramento Regional County Sanitation District, and the Sacramento County Water Agency (collectively the Plan Participants); and

WHEREAS, the Plan Participants have previously entered into Memoranda of Agreement regarding funding of the SSHCP that defined their respective responsibilities for funding the SSHCP preparation costs for fiscal years 2009-2010 through 2017-2018; and

WHEREAS, the Plan Participants are working collaboratively to finalize the preparation of the SSHCP and cause the implementation of the SSHCP; and

WHEREAS, the City will continue to be an active participant in the preparation and implementation of the SSHCP in FY 2018-2019 and included funding in the City's FY 2018-2019 budget.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA authorizes the City Manager to execute the Memorandum of Agreement Regarding Ongoing Funding of the South Sacramento Habitat Conservation Plan for Fiscal Year 2018-2019, attached hereto as Contract No. 138-2018, and in a form approved by the City Attorney.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 4th day of September, 2018 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Linda Budge, Mayor

ATTEST:

Stacy Leitner, City Clerk

**MEMORANDUM OF AGREEMENT REGARDING ONGOING FUNDING OF THE
SOUTH SACRAMENTO HABITAT CONSERVATION PLAN FOR
FISCAL YEAR 2018-19**

This Memorandum of Agreement ("MOA") is entered into as of the date it has been executed by all parties, by and between the City of Rancho Cordova ("Rancho Cordova"), the County of Sacramento ("County"), the Sacramento County Water Agency ("SCWA"), the City of Rancho Cordova "Rancho Cordova") and the City of Galt ("Galt") (all parties collectively referred to as "Plan Participants").

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

WHEREAS, the Plan Participants have previously entered into Memoranda of Agreement regarding continued funding of the SSHCP that defined their respective responsibilities for funding the SSHCP preparation costs for fiscal years 2009-10 through 2017-18; and

WHEREAS, the Plan Participants desire to enter into a new Memorandum of Agreement that establishes their respective funding obligations for fiscal year 2018-19;

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

1. Role of the Plan Participants in the SSHCP.

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

(a) The Plan Participants shall be allowed to attend and participate equally in meetings of the Leadership Committee. The Leadership Committee will be composed of the executive leadership from each Jurisdiction or Agency that is a Plan Participant.

(b) The Plan Participants shall be allowed to attend and participate equally in meetings and negotiations with state and federal regulatory agencies such as the Regulatory Agency Working Group (RAWG), which will eventually transition to the Technical Advisory Committee (TAC) during the implementation phase of the SSHCP. To the extent feasible and practicable negotiation parameters will be established through the Project Manager and discussed with relevant Plan Participants prior to conducting meetings with the regulatory agencies.

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

(d) The Plan Participants recognize and acknowledge the need to keep executive leadership of their respective organizations regularly apprised as to the budget and schedule of the SSHCP as work on its preparation continues during fiscal year 2018-19. The County will therefore be responsible for scheduling Leadership Committee meetings as needed throughout fiscal year 2018-19 to provide appropriate updates on the SSHCP budget and schedule. It is anticipated that the Leadership Committee will transition to the Implementation Committee during the implementation phase of the SSHCP.

(e) If any Plan Participant believes that the County has not fulfilled its obligation to keep executive leadership of the Plan Participants appropriately involved in the issues related to preparation of the Plan, or is otherwise dissatisfied with the manner in which the Plan is being prepared or decisions that are being made regarding the Plan preparation, such Plan Participant may contact the County Planning Director, who shall be responsible for timely convening a meeting of the Leadership Committee to discuss and attempt to resolve the issue of concern.

(f) The Plan Participants recognize and acknowledge that the preparation, negotiation, and adoption of the SSHCP is intended to be a collaborative process between the Plan Participants and that no individual party has the right to dictate how the SSHCP is being prepared or its ultimate content. The Plan Participants share the goal of adoption of the SSHCP to benefit each of the Plan Participants and the region as a whole. Therefore, each Plan Participant acknowledges an obligation to advise the Leadership Committee about factors they become aware of, such as actions on individual projects and the like, that might adversely impact adoption and implementation of the SSHCP. Any Plan Participant is free to terminate its participation in the SSHCP process at any time prior to its adoption as provided for in Section 6 hereof and participation in the SSHCP process does not create any obligation to approve or participate in the final SSHCP.

(g) The County will be responsible for hiring and managing consultants.

2. Anticipated Cost of and Revenue Available For SSHCP Preparation And Implementation During Fiscal Year 2018-19.

(a) The cost of preparing the SSHCP, including appropriate environmental documentation, during fiscal year 2018-19 is estimated to be \$360,060 (See Exhibit A). Amounts within any of the line items identified in Exhibit A may be shifted to another budget line item subject to the written approval of the County Planning Director, Agency Engineer for the Sacramento County Water Agency, and the Rancho Cordova City Manager.

(b) The Plan Participants consider the proposed costs set forth in Exhibit A to be shared costs that will be jointly funded pursuant to the provisions of

subsections (c) and (d) of this Section. Except as provided in Section 5 hereof, the Plan Participants have no authority to expend any funds contributed by the Plan Participants for any costs not included in Exhibit A, or for any costs in excess of those identified in Exhibit A, without first amending this MOA to reflect any different or increased costs.

(c) The following Plan Participants shall make the specified contributions to the cost of preparing the SSHCP in fiscal year 2018-19: the County of Sacramento shall contribute \$180,030; SCWA shall contribute \$108,018; Rancho Cordova shall contribute \$72,012.

(1) 100% of the total sum owed by each Plan Participant shall be due and payable upon certification of the Final EIR/EIS and adoption of the Final SSHCP and implementing ordinances by the local jurisdictions

(2) The amount contributed by Rancho Cordova will be reduced by \$67,038 towards their commitment of \$72,012 in recognition of a pre-payment made in Fiscal Year 2017-18.

(3) The amount contributed by SCWA will be reduced by \$100,557 towards their commitment of \$108,018 in recognition of a pre-payment made in Fiscal Year 2017-18.

(d) In the event that there is insufficient revenue at any point during fiscal year 2018-19 to continue to fund the costs identified in Exhibit A, the Plan Participants who administer the contracts for the tasks identified in Exhibit A are free to suspend work under such contracts until such time as supplemental funding is identified and agreed upon by the Plan Participants.

(e) The cost of funding the South Sacramento Conservation Agency (SSCA) during fiscal year 2018-19 is estimated to be \$600,000 (see Exhibit B). Amounts within any of the line items identified in Exhibit B may be shifted to another budget line item subject to the written approval of the County Planning Director, Agency Engineer for the Sacramento County Water Agency, the Rancho Cordova City Manager and the Galt City Manager.

(f) The following Plan Participants shall make the specified contributions to the cost of implementing the SSHCP in fiscal year 2018-19: the County of Sacramento shall contribute \$182,500; SCWA shall contribute \$109,500; Rancho Cordova shall contribute \$73,000, City of Galt shall contribute \$35,000, and an estimated \$200,000 will be received through fee payments.

1) 100% of the total sum owed by each Plan Participant shall be due and payable upon certification of the Final EIR/EIS and adoption of the Final SSHCP and implementing ordinances by the local jurisdictions

(g) The Plan Participants consider the proposed costs set forth in Exhibit B to be shared costs that will be jointly funded pursuant to the provisions of subsections (g) and (h) of this Section. Except as provided in Section 5 hereof,

the Plan Participants have no authority to expend any funds contributed by the Plan Participants for any costs not included in Exhibit B, or for any costs in excess of those identified in Exhibit B, without first amending this MOA to reflect any different or increased costs.

(h) In the event that there is insufficient revenue at any point during fiscal year 2018-19 to continue to fund the costs identified in Exhibit B, the Plan Participants who administer the contracts for the tasks identified in Exhibit B are free to suspend work under such contracts until such time as supplemental funding is identified and agreed upon by the Plan Participants.

3. Plan Participant Contributions After Fiscal Year 2018-19 and Funding Shortfalls.

(a) In the event that the SSHCP and related documents are not completed by the end of Fiscal Year 2018-19, the Plan Participants shall meet and confer in good faith in an effort to reach agreement as to the estimated cost of completing the SSHCP process and how such additional costs should be allocated. Any such agreement shall be memorialized in the form of a new MOA or an amendment to this MOA. To the extent that there is no such agreement, this MOA shall not serve to obligate any Plan Participant to make any financial contribution for the completion of the SSHCP after the end of Fiscal Year 2018-19.

(b) If any or all of the anticipated revenue is not received, then the County, SCWA, Rancho Cordova, and Galt shall meet and confer in good faith in an effort to reach agreement as to the cost share of such shortfall. Any such agreement shall be memorialized in the form of a new MOA or an amendment to this MOA. To the extent that there is no such agreement, this MOA shall not serve to obligate any Plan Participant to make any financial contribution for revenue not received.

4. Payment of Contributions and Refund of Unused Contributions.

(a) Contributions shall be made payable and delivered to the County of Sacramento Office of Planning and Environmental Review. For fiscal years 2018-19, the County will continue to establish a separate fund in the County Treasury to account for contributions by the Plan Participants and the disbursement of those funds towards completion of the SSHCP. The County shall complete a reconciliation of the SSHCP costs and contributions within ninety days after the end of each fiscal year to determine the credits or debits owed by or to the Plan Participants based on actual SSHCP costs and revenue in such fiscal years. Reconciliations shall be provided in writing to each Plan Participant who shall have sixty (60) days from receipt to challenge any provision of the reconciliation. If a Plan Participant fails to submit a challenge within such period, the right to do so is waived and the reconciliation will be deemed approved as to all undisputed items. Any credits shall be allocated toward contributions for the next fiscal year until the SSHCP is approved and adopted. Any amounts owing by Plan Participants for the

preceding fiscal year shall be paid within sixty days of the later of the end of the reconciliation challenge period or the resolution of any challenges that are submitted.

(b) The Plan Participants each recognize and acknowledge that their funding capacity is constrained and limited. Each Plan Participant will use all reasonable efforts to obtain the funds necessary to make the full contributions set forth in subsections (c) and (g) of Section 2 above. If a Plan Participant fails to make any such payments when due, the defaulting Plan Participant shall be deemed to be in breach of this MOA and shall have sixty (60) days from the date of such breach to cure the breach by making the required contribution or by entering a contribution payment plan agreement that is mutually agreeable to all other Plan Participants. The failure to cure any such breach within this sixty (60) day period shall result in the defaulting Plan Participant:

- (1) being excluded from further participation in the SSHCP and
- (2) being excluded as a plan permittee should the SSHCP be approved and adopted.

(c) Any unexpended funds from Fiscal Year 2018-19 remaining after reconciliation shall be refunded amongst the County, SCWA, Rancho Cordova, and Galt to offset the contributions provided for in Section 2(c) and/or (g) above based on the same percentage allocations.

5. Payment of Plan Participant Specific Costs.

In addition to the payments provided for in Section 2 above, it is anticipated that there may be additional costs attributable exclusively to one or more of the Plan Participants. Notwithstanding the provisions of Section 2(b) hereof, such additional costs may be shown within the budgeted SSHCP costs for Fiscal Year 2018-19 at the request of that Plan Participant provided that:

(a) The requesting Plan Participant agrees, through an action of its governing board, that the identified costs are the exclusive financial obligation of the requesting Plan Participant.

(b) Any such costs for Fiscal Year 2018-19 shall be paid by the requesting Plan Participant to the County Office of Planning and Environmental Review upon its request and will be reconciled as specified in 4 (a).

6. Contributions Non-Refundable and Termination of Participation.

Any Plan Participant may terminate its participation in the SSHCP process by providing thirty days prior written notice of such termination to the other Plan Participants. Upon termination of participation by a Plan Participant, such terminating Plan Participant shall be entitled to a pro rata refund of any contributions made for the remaining portion of the fiscal year after the effective

date of its termination. Contributions made by a Plan Participant are otherwise non-refundable and represent the consideration paid by the contributing Plan Participant for its participation in the SSHCP process as set forth in Section 1 above.

(Signature pages follow.)

IN WITNESS WHEREOF, the parties hereto have caused this Agreement to be duly executed as of the day and year first written above.

COUNTY OF SACRAMENTO, a political
subdivision of the State of California

**SACRAMENTO COUNTY WATER
AGENCY**, a statutorily created district
operating under the authority of and
pursuant to the provisions of the
Sacramento County Water Agency Act
(California Water Code-Appendix, Chapter
66, commencing at Section 66-
1 et seq.)

By: _____

Leighann Moffitt, Planning Director
Office of Planning and Environmental
Review
County of Sacramento

By: _____

Michael L. Peterson, Director
Department of Water Resources
Municipal Services Agency
County of Sacramento

Date: _____

Date: _____

Agenda Date: _____

Agenda Date: _____

Item Number: _____

Item Number: _____

Resolution Number: _____

Resolution Number: _____

Approved as to form:

Approved as to form:

By: _____

Krista Whitman
Assistant County Counsel

By: _____

William Burke
Deputy County Counsel

CITY OF RANCHO CORDOVA, a municipal corporation

CITY OF GALT, a municipal corporation

By: _____
Cyrus Abhar
City Manager

By: _____
Eugene Palazzo
City Manager

Date: _____

Date: _____

Agenda Date: _____

Agenda Date: _____

Item Number: _____

Item Number: _____

Resolution Number: _____

Resolution Number: _____

Approved as to form:

Approved as to form:

By: _____
Adam Lindgren
City Attorney

By: _____
Kimberly Hood
Interim City Attorney

DRAFT South Sac HCP Program - FY2018-19 Budget "Exhibit A"

Updated 5/4/2018

SSHCP PLAN COMPLETION

SOURCES	FY18/19	
	Estimated Revenue	
	Split	Budget
County (PER)	50%	\$180,030
SCWA	30%	\$108,018
City of Rancho Cordova	20%	\$72,012
TOTAL		\$360,060

USES	FY18/19 - Estimated Expenses	
	Payor	Other
County Staff Planning (Hudson)	PER	\$100,000
County Counsel (Whitman)	PER	\$10,000
Outside Legal Counsel (BBK contract)	Co. Counsel via PER	\$10,000
Project Manager (Ziebron contract)	PER	\$75,000
SSHCP (Dudek contract)	PER	\$100,000
Economics and Fees (EPS contract)	PER	\$12,000
Public Relations (Endicott contract, with Smira)	PER	\$38,059
EIS/EIR (County Staff)	PER	\$5,000
EIR/EIS (Dudek contract)	PER	\$10,000
TOTAL		\$360,059

DRAFT South Sac HCP Program - FY2018-19 Budget "Exhibit B"

Updated 5/14/2018

SSHCP IMPLEMENTATION

SOURCES		FY18/19 -Estimated Revenue	
	Split	Budget	
City of Galt	5.83%	\$35,000	
Admin Component of Fee Payments	33%	\$200,000	
County (PER)	30%	\$182,500	
SCWA	18%	\$109,500	
City of Rancho Cordova	12%	\$73,000	
TOTAL	100.00%	\$600,000	
USES		FY18/19 -Estimated Expenses	
Staff			
Executive Director		\$134,750	
Program Manager		\$56,500	
Administrative Assistant		\$25,000	
Office Space, Supplies & Equipment			
Rent		\$1,500	
IT Equipment (Computers, Printers, Etc.)		\$5,000	
Website Maintenance		\$2,500	
Telephone,Internet, Cell Phones		\$2,500	
Office Supplies		\$1,500	
Copying & Printing (Publications)		\$2,500	
Postage & Bulk Mailing		\$750	
Office Furniture		\$3,750	
Professional Services and Insurance			
Legal - Real Estate		\$75,000	
Legal - JPA		\$56,250	
Budget Analysts		\$25,000	
Biologist		\$35,000	
IT Technical Support		\$5,000	
Insurance - Liability		\$2,500	
Vehicle - Rental		\$1,000	
Travel		\$1,500	
County Controller/Treasurer Services		\$37,500	
In-Lieu Fee Development		\$50,000	
IT Development (DB Mgmt System)		\$75,000	
TOTAL		\$600,000	

City of Rancho Cordova

South Sacramento Habitat Conservation Plan

September 4, 2018

Bill Ziebron, Program Manager

Plan Partners

ATTACHMENT 3

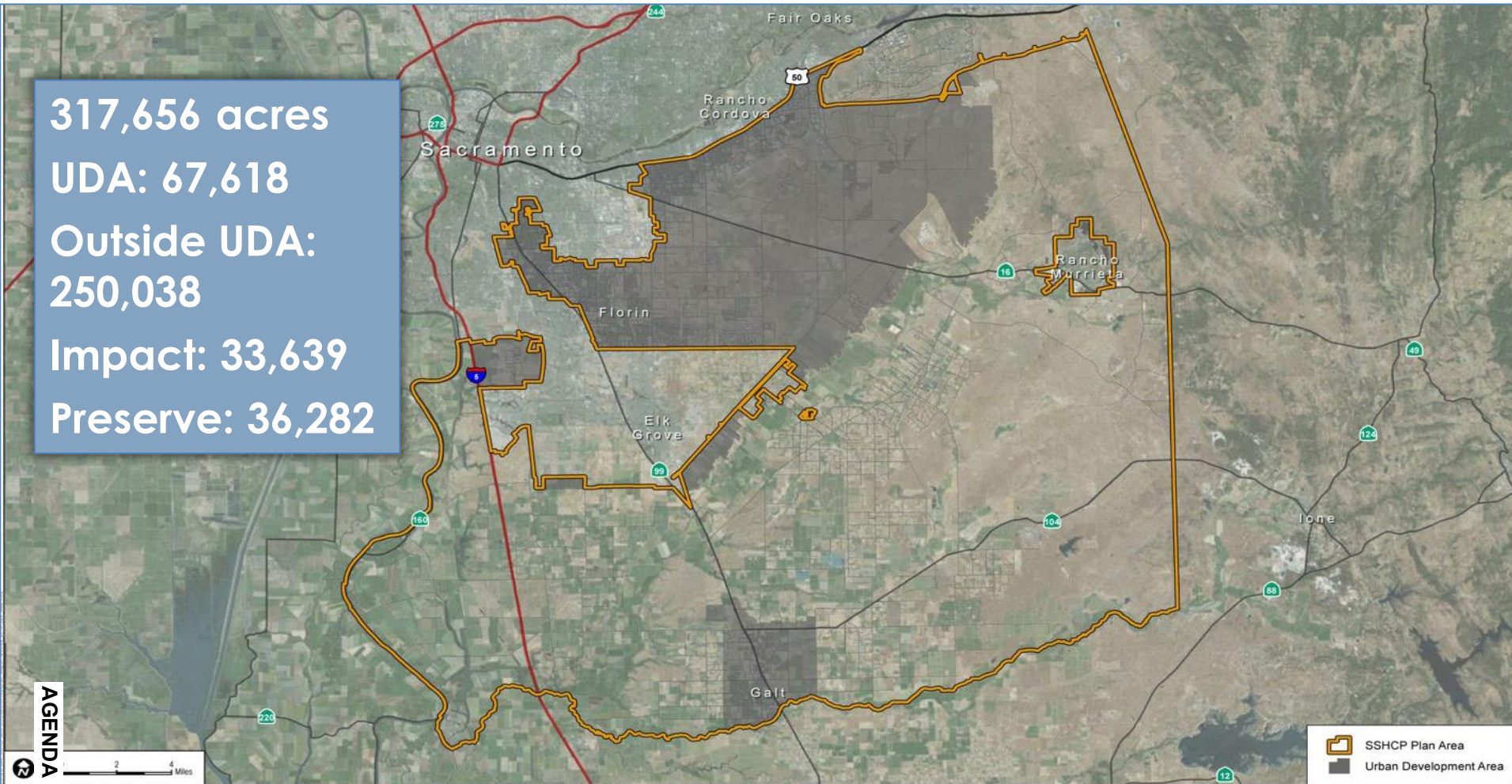


Plan Area

ATTACHMENT 3



317,656 acres
UDA: 67,618
Outside UDA:
250,038
Impact: 33,639
Preserve: 36,282



SSHCP Overview

- Transformational change that streamlines Federal & State permits for development and infrastructure to protect habitat, open space and agricultural lands.
- Fundamental change from a “species-take” approach to a “habitat-based” approach.
- Over a 50 year period, creates a 36,282 acre interconnected preserve system, with 1,000 acres of vernal pool habitat (from willing sellers only).
- Greater certainty (e.g. mitigation ratios) over the 50-Year planning period (modifications & amendments can be made through a public process).
- Addresses two Biological Opinions (BOs) and one MOA with the USF&WS related to water contracts and meets County commitment to diligently pursue completion of the SSHCP.

SSHCP Components

Local Adoption Actions

- Accept Certified EIS/EIR
- CEQA Findings of Fact
- SSHCP
- Aquatic Resources Protection Program and Ordinance
- Implementing Resolution
- Nexus Study
- Fee ordinance
- Implementing Agreement

Federal and State Actions

- Biological Opinion – USFWS
- Records of Decision -- USACE & USFWS
- 50-year federal and state ESA permits
- USACE in-lieu fee program and CWA 404 permits/strategy
- Regional Water Board 401 certification
- Section 106 Programmatic Agreement with USACE/SHPO

Conservation Strategy

- Biological goals & objectives
- Avoidance and minimization measures
- Large interconnected preserves
 - Preservation goals by planning units
 - Pre-negotiated preserves in large master plans within the UDA
- Protects natural communities
- Builds from existing preserves
- Minimizes edge effects

Covered Species

11 state/federal listed

Invertebrates

1. **Vernal pool tadpole shrimp**
2. **Vernal pool fairy shrimp**
3. Mid-valley fairy shrimp
4. **Valley elderberry longhorn beetle**
5. Ricksecker's water scavenger beetle

Amphibians

6. **California tiger salamander**
7. Western spadefoot

Reptiles

8. Western pond turtle
9. **Giant garter snake**

Birds

10. Cooper's hawk
11. **Tricolored blackbird**
12. Western burrowing owl
13. Ferruginous hawk
14. **Swainson's hawk**
15. Northern harrier
16. White-tailed kite
17. **Greater sandhill crane**
18. Loggerhead shrike

Mammals

19. Western red bat
20. American badger

Plants

21. Dwarf downingia
22. **Boggs Lake hedge-hyssop**
23. Ahart's dwarf rush
24. Legenere
25. Pincushion navarretia
26. **Slender Orcutt grass**
27. **Sacramento Orcutt grass**
28. Sanford's arrowhead

Aquatic Resources Program/ US Army Corp Permit Strategy

ATTACHMENT 3



- Landscape-level watershed protection - priority to save larger aquatic systems not isolated wetlands
- Streamlines Clean Water Act Section 404 permit process
- Links to local land use entitlement process and ESA compliance

Early Implementation Steps

- Creation of the South Sacramento Conservation Agency Joint Powers Authority(JPA)
- Early acquisitions to “jump start” preserve system
- Early fee agreements (e.g. *Connector, Southgate Park & Rec, Ogden Ranch, No. Douglas Rd.*)
- Dedication of large preserves within UDA master plan projects
- Incorporation of avoidance & minimization measures in several current projects

Financing

- Combined land dedication and mitigation/in-lieu fees – calculated by impacts to “land cover” types
- Conforms to Mitigation Fee Act, nexus study and USACE in-lieu fee instrument
- Provides certainty and cost advantages vs. status quo

The Process

1997 - 2005	Early HCP Development
2004/2005	The Freeport Regional Water Project B.O.
2010	Early Draft HCP
2012	Key Agreement on current approach with Federal Agencies
2013	HCP Planning Grant
2015	Stakeholder Draft HCP
2016	Administrative Draft HCP
2017	Public Review Draft HCP and DEIS/DEIR
2018	EIR/EIS and Public Hearings

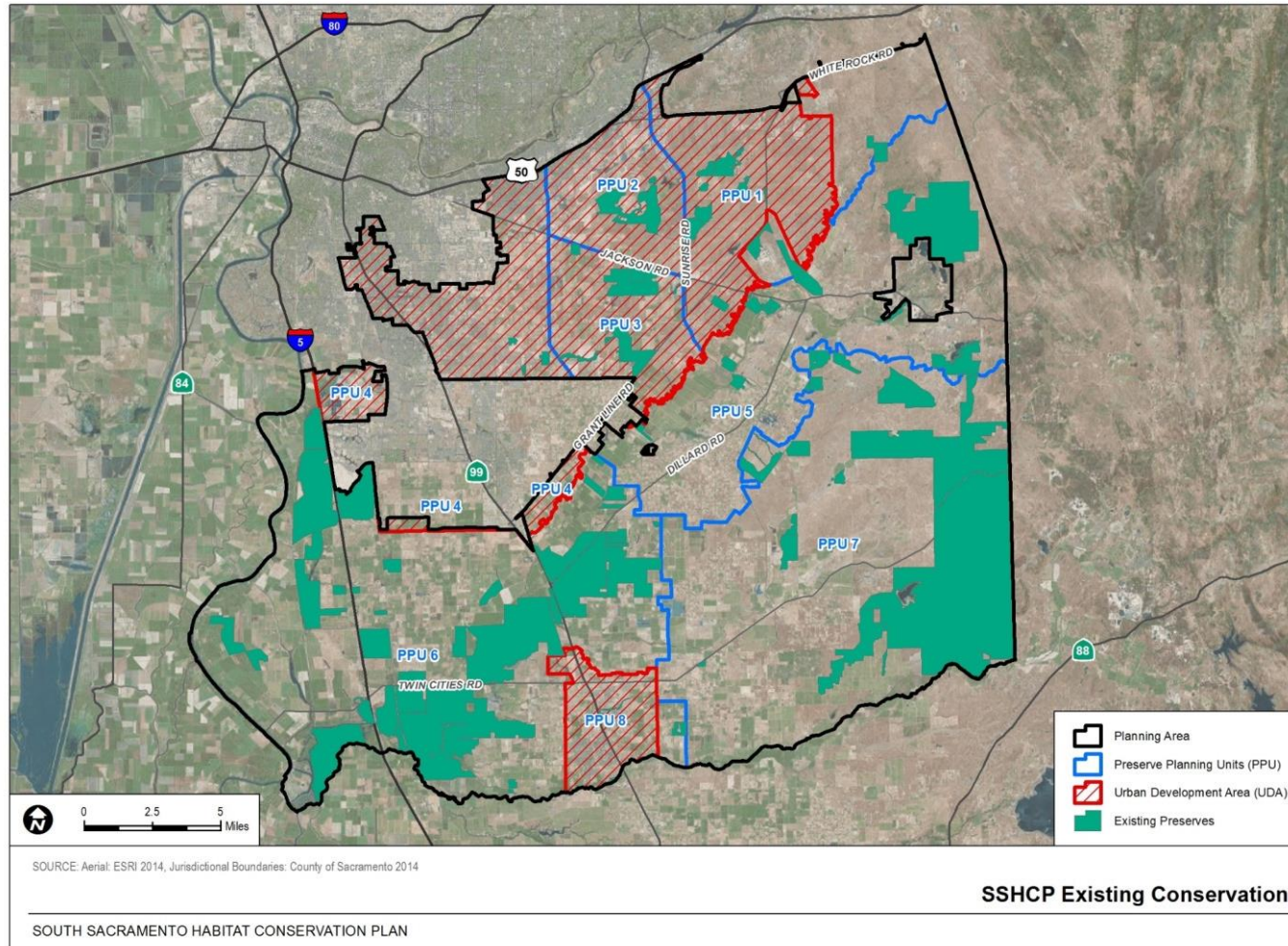
Public Outreach

- Public comment period, June 2 to Sept. 5, 2017
 - 18 workshops:
 - CPACs
 - ECOS, North State BIA, Sacramento County Farm Bureau, Cattlemen's Assoc., Sacramento Metro Chamber
 - Sacramento County Planning Commission, Sacramento Environmental Commission
 - Community workshops: Wilton, Galt, Rancho Cordova
 - Dozens of meetings with individual stakeholders, special interest groups, and CPACs during preparation of final documents
-

Recent stakeholder questions and comments

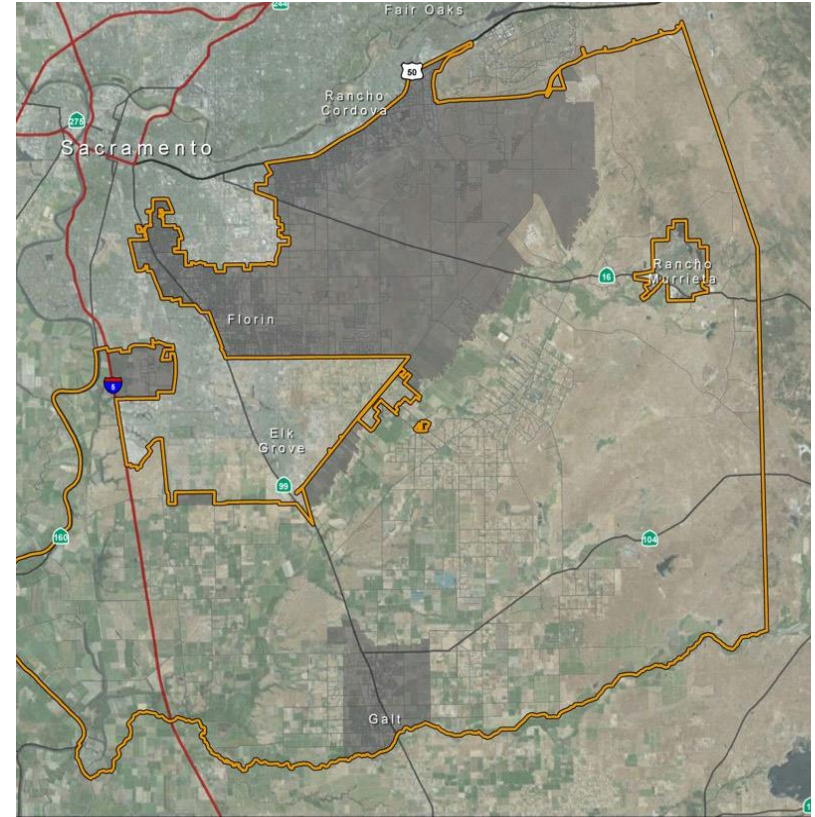
- Rationale for 50-year permit?
 - Assurances/no surprises/preserve development
- Process for modifying the plan over time?
 - Amendment process included in plan
- Will HCP easements result in more restrictions to ag operations than typical mitigation easements?
 - No
- Is participation voluntary?
 - Yes, voluntary sellers of easements only; ordinances require land disturbance be mitigated through SSHCP in plan area
- More information on reporting requirements
 - Environmental success : at yearly, three year and 20 year intervals
 - Land acquisition and fiscal accountability: fees reviewed annually, full audit every three years

Existing Preserves



Plan Area Agricultural Lands Inventory

	Acres
Plan Area	317,655
Ag Lands in Plan Area	239,198
Ag Lands Outside UDA	197,102
Ag Lands Preserved Outside UDA	47,009
Available Ag Inventory Outside UDA	150,093
Proposed Conservation Plans Outside UDA	26,664
Remaining Available Ag Lands	123,492



Note: 18% of agricultural lands outside UDA after 50 year (4% - 25% range by ppu)

Landowner Assurances

- No use of eminent domain
- Free market transactions
- Will not preclude future zoning change requests
- Good Neighbor Program
- Public process including notification of land acquisitions
- Most preserves remain in private ownership and working agriculture – easements no more restrictive than status quo
- No public access on privately owned lands

Final EIS/EIR Conclusions

- Environmentally Superior Alternative:
50-year federal and state Endangered Species Act permits
- No significant unavoidable impacts
- No project mitigation measures
- Benefits to biological resources and aquatic resources are expected

Next Steps

- Second County Board hearing – September 11
 - Review governance questions, ag policy; certify/adopt
 - Plan Partner approval hearings –October/November
Contingent on County Board certification of the EIR
 - October 15 - Rancho Cordova City Council
 - October 16 - City of Galt
 - October 26 – Connector JPA
 - November – South Sacramento Conservation Agency
 - Federal and State actions (Biological Opinion, Findings, Records of Decision) – November/December
 - Federal and State permit issuance - December
-

Conclusion

Recommended actions given the following benefits:

- Simplifies and expedites federal and state permitting
 - First-time integration of ESA and Sec. 404 permitting under existing federal regulations
 - Implementation at the local level
 - Creates an interconnected preserve system
 - Provides landowner protections and no greater restrictions than under current easements
 - Provides greater certainty about mitigation requirements, timing and cost for project applicants
-

