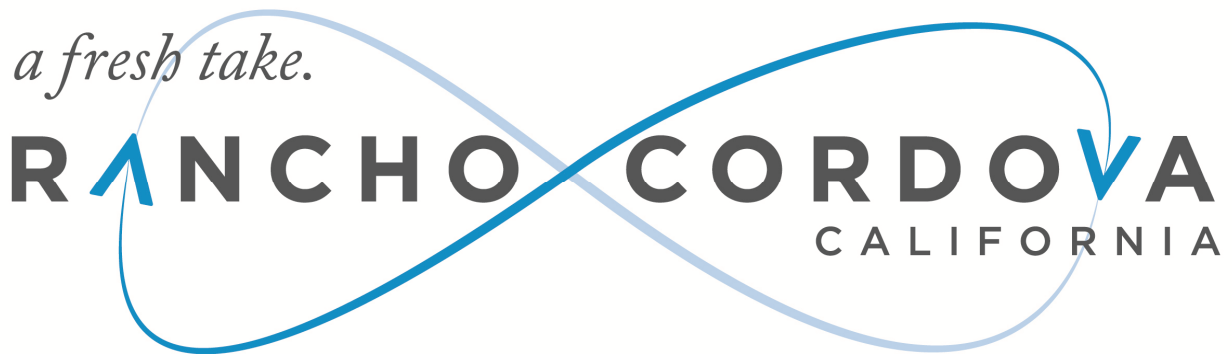


CITY OF RANCHO CORDOVA



CONCURRENT MEETING CITY COUNCIL/SUCCESSOR AGENCY TO THE CRA/RCFC

Monday, March 21, 2016

5:30 PM – Regular Meeting

AGENDA

David Sander, Mayor

Donald Terry, Vice Mayor

Linda Budge, Council Member

Robert J. McGarvey, Council Member

Dan Skoglund, Council Member

CITY OF RANCHO CORDOVA



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

City Hall
2729 Prospect Park Drive, Rancho Cordova

Monday, March 21, 2016

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

AGENDA

1. REGULAR MEETING - CALL TO ORDER / ROLL CALL

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

2. METRO CABLE TV TELEVISION ANNOUNCEMENT

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

3. PLEDGE OF ALLEGIANCE

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

4. INVOCATION

Reverend David McFarland, from New Life Center will give the invocation.

5. PRESENTATIONS

- 5.1 Presentation of Proclamation to Juan Ruben Valerio and Alicia Valerio for Assisting with Helicopter Crash at Pearl Harbor.
- 5.2 Presentation to Republic Services Trim Your Waste Campaign Winners by Steve Harriman, Public Works Division Manager of Operations and Maintenance.

- 5.3 Presentation Regarding the Cordova Girls Softball 51st Season by Rod Borba, Cordova Girls Softball President.

6. PUBLIC COMMENT

Citizens wishing to address the Council for any matter on the Consent Calendar or not on the agenda may do so at this time by completing and submitting a 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 unagendized item unless it can be demonstrated to be of an emergency nature or the need to take immediate action arose after the posting of the agenda.

7. COUNCIL REPORTS

8. CONSENT CALENDAR ITEMS - ROLL CALL VOTE

- 8.1 **Subject:** Meeting Minutes of February 16, 2016 Regular Meeting and February 23, 2016 Special Meeting.

Recommendation: Adopt Minutes.

- 8.2 **Subject:** Bridgeway Square Apartment Project at the Southwest Corner of Bridgeway Drive and Data/Disk Drive, Including:

- Ordinance No. 16-2015 Adopting Amendments to Section 3.6, Regarding the Loft District, of the Capital Village Special Planning Area Handbook to Allow for High Density Residential as an Allowed Use.
- Ordinance No. 17-2015 Adopting a Second Amendment to the Development Agreement for the Capital Village Special Planning Area.

Recommendation: Waive second reading and adopt Ordinance No. 16-2015 waive second reading and adopt Ordinance No. 17-2015.

Result of Recommended Action: Waiving the second reading and approval of the Ordinances would allow the applicant to submit applications for building permits and improvement plans to construct a new 199-unit, 4-5 story market rate housing complex with a clubhouse, outdoor pool area, parking, and landscaping on an undeveloped piece of land at the southeast corner of Bridgeway Drive and Data/Disk Drive. On February 16, 2016, the Rancho Cordova City Council approved Resolution 146-2015 and Resolution 147-2015 for the environmental determination, Major Design Review Permit and Adjustment Permit, associated with Ordinance No. 16-2015 and Ordinance No. 17-2015.

Staff Report: Matthew Diaz, Associate Planner.

Advances Goals: 1, 2, 5, 6.

- 8.3 **Subject:** 2016 Investment Policy.

Recommendation: Adopt Resolution 18-2016 approving the attached investment policy for the City of Rancho Cordova.

Result of Recommended Action: Approval of this resolution will guide the City's investment of excess funds and will result in compliance with State and City law.

Staff Report: Liisa Behrends, Interim Finance Director.

Advances Goals: 5.

- 8.4 **Subject:** Revisions of Appropriations Limit for Fiscal Year 2010/11-2015/16.
Recommendation: Adopt Resolution 9-2016 rescinding certain resolutions and establishing the City's appropriations limit for FY's 2010/11 through 2015/16.
Result of Recommended Action: Approval of this resolution will ensure compliance with state law.
Staff Report: Liisa Behrends, Interim Finance Director.
Advances Goals: 5.
- 8.5 **Subject:** Approval of Parcel Map of Subdivision No. 2015-003-01, Business Park Drive.
Recommendation: Approve parcel map.
Result of Recommended Action: Approval of this recommendation will result in the recording of the parcel map creating three separate parcels.
Staff Report: Albert Stricker, Interim Public Works Director.
Advances Goals: 1, 2.
- 8.6 **Subject:** Approval of Parcel Map of Subdivision No. 2015-005-01, 3370 Zinfandel Drive.
Recommendation: Approve Parcel Map.
Result of Recommended Action: Record parcel map creating two parcels from one existing parcel.
Staff Report: Albert Stricker, Interim Public Works Director.
Advances Goals: 1, 2.
- 8.7 **Subject:** Appointment of City Representatives to the Governing Board of the Sacramento Central Groundwater Authority.
Recommendation: Adopt Resolution No. 25-2016.
Result of Recommended Action: Adoption of this resolution will appoint City and Golden State Water Company Representatives to the Sacramento Central Groundwater Authority (SCGA) Governing Board.
Staff Report: Albert Stricker, Interim Public Works Director.
Advances Goals: 1, 2.
- 8.8 **Subject:** Resolution Authorizing the City Manager to Sign Memorandum of Understanding (MOU) with the County of Sacramento for Elections Services.
Recommendation: Adopt Resolution No. 17-2016.
Result of Recommended Action: The City will enter into a Memorandum of Understanding with the County of Sacramento Registrar of Voters outlining roles and responsibilities for each agency regarding election services.
Staff Report: Mindy Cuppy, City Clerk.
Advances Goals: 1, 3, 4, 5.
- 8.9 **Subject:** Resolution Authorizing the City Manager to Execute the First Amendment to the Professional Services Agreement with Mark Thomas & Company for Design of Soil Born Farms and Chase Drive Corridor Improvements to Increase the Contract Amount from \$70,820 to \$360,820 and Extend the Contract to December 31, 2017.
Recommendation: Adopt Resolution No. 24-2016.

Result of Recommended Action: Adoption of Resolution No. 24-2016 will authorize the design of phase 1 improvements and allow the original applicants for Community Enhancement Funds (CEF) to move forward with a coordinated design of the Soil Born Farms on-site and Chase Drive access project, and the Folsom Cordova Unified School District (FCUSD) plaza project at Coloma Road/Chase Drive. All participating groups will be positioned to prepare grant applications that fit into an integrated design concept and apply for grants for the construction.

Staff Report: Albert Stricker, Interim Public Works Director and Rupa Somavarapu, Senior Civil Engineer.

Advances Goals: 1, 2, 3.

- 8.10 **Subject:** Resolution Declaring City's Intention to Impose an Annual Stormwater Utility Fee for the Maintenance of Storm Drainage and Flood Protection System for the Sunridge Plaza Project.

Recommendation: Adopt Resolution No. 22-2016.

Result of Recommended Action: Action on this item will declare the Council's intention to impose an annual Stormwater Utility Fee for the maintenance of the storm drainage and flood protection system in the Sunridge Plaza Project and sets a public hearing for April 4, 2016 on the matter.

Staff Report: Elizabeth Sparkman, Engineering Manager.

Advances Goals: 5.

- 8.11 **Subject:** Annexation of the Sunridge Plaza Project to the City of Rancho Cordova Community Facilities District No. 2014-2 (Street, Lighting and Landscape Maintenance).

Recommendation: Adopt Resolution No. 23-2016.

Result of Recommended Action: Adoption of Resolution No. 23-2016 approves Annexation Map. No. 2 for the Sunridge Plaza Project to Community Facilities District No. 2014-2 (Street, Lighting and Landscape Maintenance).

Staff Report: Elizabeth Sparkman, Engineering Manager.

Advances Goals: 5.

- 8.12 **Subject:** General Plan Annual Report.

Recommendation: Receive the 2015 General Plan Annual Report as required by State law.

Result of Recommended Action: By receiving this report, the City Council is satisfying its statutory obligation under State law. No further action is required on the part of the City Council. The purpose of the report is to provide an annual accounting of implementation of the General Plan.

Staff Report: Matthew Diaz, Associate Planner.

Advances Goals: 1, 2, 6.

- 8.13 **Subject:** Resolution Authorizing the City Manager to Execute the First Amendment with Folsom Cordova Unified School District to Create School Community Gardens at Three Elementary School Sites in Rancho Cordova.

Recommendation: Adopt Resolution No. 28-2016.

Result of Recommended Action: The contract amendment will increase the total contract amount from \$16,000 to \$24,000. The increase in funds under this Agreement allows for the construction of a raised bed school community garden project at three school sites within Folsom Cordova Unified School District.

Staff Report: Stacy Delaney, Community Enhancement Analyst.

Advances Goal: 5.

- 8.14 **Subject:** Resolution Authorizing the City Manager to Execute the First Amendment with Navigator Elementary School to Create a School Garden at Navigator Elementary School.

Recommendation: Adopt Resolution No. 27-2016.

Result of Recommended Action: The contract amendment will increase the total contract amount from \$2,070 to \$7,000. The increase in funds under this Agreement allows for the construction of a raised bed school community garden project at Navigator Elementary School.

Staff Report: Stacy Delaney, Community Enhancement Analyst.

Advances Goal: 5.

- 8.15 **Subject:** Resolution Authorizing the City Manager to Execute the First Amendment with White Rock Elementary School to Provide Irrigation to the School Garden and the Landscape Area Behind the Office at White Rock Elementary School.

Recommendation: Adopt Resolution No. 26-2016.

Result of Recommended Action: The contract amendment will decrease the total contract amount from \$10,000 to \$5,000. The decrease in funds under this Agreement allows for an increase in funding under other school community garden projects within Folsom Cordova Unified School District.

Staff Report: Stacy Delaney, Community Enhancement Analyst.

Advances Goal: 5.

9. CONSENT PUBLIC HEARING ITEMS - ROLL CALL VOTE

- 9.1 **Subject:** Resolution Approving the Abandonment of a Portion of a Public Utility Easement Located at 10481 Armstrong Avenue.

Recommendation: Adopt Resolution No. 21-2016.

Result of Recommended Action: Adoption of this resolution will abandon and eliminate the public utility easement.

Staff Report: Albert Stricker, Interim Public Works Director.

Advances Goals: 2.

10. PUBLIC HEARING ITEMS

NONE.

11. REGULAR CALENDAR ITEMS

NONE.

12. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

13. CITY MANAGER'S REPORT

14. ADJOURNMENT

Mayor Sander will adjourn the meeting to closed session in the Community Board Room.

15. CLOSED SESSION - CALL TO ORDER/ROLL CALL

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

16. CLOSED SESSION

Council may adjourn to Closed Session to discuss the following item(s):

CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Significant exposure to litigation pursuant to paragraph (2) of subdivision (d) of Government Code Section 54956.9: (1 potential case).

CONFERENCE WITH LEGAL COUNSEL—ANTICIPATED LITIGATION

Initiation of litigation pursuant to paragraph (4) of subdivision (d) of Government Code Section 54956.9: (1 potential case).

CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

Name of Case: Mohamed v. Tsakopoulos, et al., Sacramento County Superior Court
Case No. 34-2015-00180687

Pursuant to Government Code Section 54956.9(d)(1).

17. OPEN SESSION - REPORT FROM CLOSED SESSION

The City Attorney will report on action taken in Closed Session.

18. ADJOURNMENT

ADDITIONAL INFORMATION

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, March 29, 2016	City Council Special Meeting/Work Session (5:30 PM)
Monday, April 4, 2016	City Council Special Meeting/Study Session (4:00 PM) and Regular Meeting (5:30 PM)
Monday, April 18, 2016	Regular Meeting (5:30 PM)
Wednesday, April 20, 2016	City Council Special Meeting/Work Session (11:00 AM)
Tuesday, April 26, 2016	City Council Special Meeting/Work Session (5:30 PM)
Monday, May 2, 2016	City Council Special Meeting/Study Session (4:00 PM) and Regular Meeting (5:30 PM)
Monday, May 16, 2016	Regular Meeting (5:30 PM)
Tuesday, May 26, 2016	City Council Special Meeting/Work Session (5:30 PM)

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/Successor Agency to the CRA/RCFC will be videotaped in its entirety and will be cablecast without interruption on Metro Cable 14, the Government Affairs Channel on the Comcast and SureWest Cable Systems. Closed Captioning will be available on the playback cablecast. Tune to Metro Cable Channel 14, for playback times. A VHS copy is available for check out from any library branch, a DVD copy is available from the City Clerk's Department, and a webcast of this meeting will be available for viewing via video streaming from the City's website within 48 hours of adjournment of this meeting. The City does not control scheduling of this telecast and persons interested in watching the televised meeting should confirm this schedule with Metro Cable TV, Channel 14.

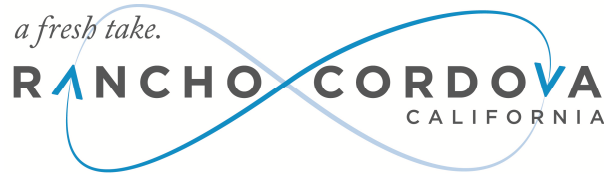
In compliance with the Americans with Disabilities Act, if you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the City Clerk's Office at (916) 851-8720 at least 48 hours prior to the meeting.

CERTIFICATION OF POSTING OF AGENDA

I, Mindy Cuppy, MMC, City Clerk for the City of Rancho Cordova, declare that the foregoing agenda for the Monday, March 21, 2016 Regular Meeting of the Rancho Cordova City Council/Successor Agency to the CRA/RCFC was posted and available for review on Thursday, March 17, 2016 at City Hall of the City of Rancho Cordova, 2729 Prospect Park Drive, Rancho Cordova, California, 95670. The agenda is also available on the city website at www.cityofranchocordova.org.

Signed Thursday, March 17, 2016 at Rancho Cordova, California.


Mindy Cuppy, MMC, City Clerk



**CONCURRENT MEETING
CITY COUNCIL/SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT
AGENCY (CRA)/RANCHO CORDOVA FINANCING CORPORATION (RCFC)**

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

Tuesday, February 16, 2016

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

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

DRAFT MINUTES

1. STUDY SESSION - CALL TO ORDER/ROLL CALL

Mayor Sander called the special meeting to order in the American River Community Room North at 4:09 PM.

Council Members Present: McGarvey, Sander, Terry, Budge, Skoglund

Council Members Absent: None

Staff Members Present: Lindgren, Cuppy, Abhar, Busch, Goold, Haven, Chan, Downton, Flory, Thomas, Somavarapu, Ulm, Behrends, Delaney, Stricker, Norton, Harriman

2. PUBLIC COMMENT

Mayor McGarvey opened the public comment period. There were no speakers. Mayor McGarvey closed the public comment period.

3. SPECIAL MEETING ITEM

- 3.1 **Subject:** Study Session regarding the Community Enhancement Fund (Measure H), including discussion and direction on: proposed FY 2016-2017 funding categories and amounts for City projects and community grants; and current projects needing further Council input, including Chase Drive Soil Born Farms Corridor, and the 4 Rivers Neighborhood Pathway Lighting Project.

Recommendation: Staff recommends the City Council give staff direction on the

Community Enhancement Fund topics listed above.

Result of Recommended Action: Staff will carry out Council's direction, engage with the public, and return with updates at upcoming meetings.

Staff Report: Stacy Delaney, Community Enhancement Analyst

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

ACTION: Discussion item only; no action taken.

4. ADJOURNMENT OF STUDY SESSION

Mayor McGarvey adjourned the special meeting to the regular meeting at 5:50 PM.

5. REGULAR MEETING - CALL TO ORDER / ROLL CALL

Mayor Sander called the regular meeting to order in the David B. Roberts Council Chambers at 5:53 PM.

Council Members Present: McGarvey, Sander, Terry, Budge, Skoglund

Council Members Absent: None

Staff Members Present: Abhar, Lindgren, Cuppy, Peek, Busch, Downton, Haven, Stricker, Diaz, Behrends, Delaney, Sosa, Goold, Huber

6. METRO CABLE TV TELEVISION ANNOUNCEMENT

The City Clerk read the meetings recordings and playback schedules.

7. PLEDGE OF ALLEGIANCE

Jerry Ahlin led the pledge.

8. INVOCATION

Brent Arnold with the Sacramento Law Enforcement gave the invocation.

9. PRESENTATIONS

9.1 Assemblyman Ken Cooley Received League of California Cities Distinguished Legislative Leadership Award presented by Tim Cromartie, League Legislative Representative. Mayor Sander also presented Assemblyman Cooley with a proclamation from the City.

9.2 Proclamation Presented to Bill Yee of Western Contract Furniture in Recognition of Receiving the Sacramento Metro Chamber Businessman of the Year Award.

9.3 Mayor Sander announced this item would be deferred to the next council meeting.

Presentation Regarding Implementation of New Rental Housing Building Permit Process by Kerry Simpson, Neighborhood Services Manager, Ryan Taylor, Neighborhood Services Supervisor and Joe Cuffe, Interim Building Official.

10. PUBLIC COMMENT

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

- Derek J. Andres
- Jerry Ahlin

Mayor Sander closed the public comment period.

11. COUNCIL REPORTS

Council reported on events since the last meeting.

12. CONSENT CALENDAR ITEMS - ROLL CALL VOTE

ACTION: Motion to approve by Budge second by Skoglund;
Carried by a 5:0 roll call vote.

12.1 **Subject:** Meeting Minutes of February 1, 2016 Special and Regular meeting and Amendment to December 15, 2014 Regular meeting.

Recommendation: Adopt minutes.

12.2 **Subject:** Quarterly Treasurers Report.

Recommendation: Recommend the report be received and filed.

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.

Staff Report: Liisa Behrends, Interim Finance Director.

Advances Goal: 4.

12.3 **Subject:** Resolution Approving the Execution of a Second Amendment to the Professional Services Agreement with MCE Corporation Eliminating the Yearly Limit Term Language.

Recommendation: Adopt Resolution No. 13-2016.

Result of Recommended Action: Adoption of this resolution authorizes the City Manager to execute a second amendment to the contract with MCE Corporation to provide operations and maintenance support for the Public Works Department. The compensation section currently states that the spending limit is \$500,000 per fiscal year for the five year contract term. Approval of this resolution would eliminate the annual spending limit and amend the contract to include a not-to-exceed contract amount of \$3,000,000.

Staff Report: Albert Stricker, Interim Public Works Director and Steve Harriman, Public Works Division Manager of Operations and Maintenance.

Advances Goals: 1, 2, 5.

12.4 **Subject:** Resolution Authorizing the City Manager to Execute a License Agreement between the City Of Rancho Cordova and the Sacramento Placerville Transportation Corridor Joint Powers Authority for the Mather Rails to Trails Project.

Recommendation: Adopt Resolution No. 11-2016.

Result of Recommended Action: Adoption of this resolution will authorize the City Manager to execute a license agreement between the City of Rancho Cordova and the Sacramento Placerville Transportation Corridor Joint Powers Authority for the Mather Rails to Trails Project.

Staff Report: Albert Stricker, Interim Public Works Director and Chris Boyer, Associate Civil Engineer.

Advances Goals: 1, 2, 5.

- 12.5 **Subject:** Resolution Authorizing the City Manager to Execute a Memorandum of Agreement Related to Notification to the City by the Sun creek Developers of any Pending Sale of Property to a Public Entity and to Pay any Sun creek Finance Plan Fees or Frontage Reimbursements Related Thereto.

Recommendation: Adopt Resolution No. 15-2016.

Result of Recommended Action: Adoption of this resolution by the City Council will allow the City Manager to execute the memorandum of agreement carrying out certain development rights set out in the Sun creek Development Agreement and corresponding Finance Plan.

Staff Report: Adam U. Lindgren, City Attorney.

Advances Goals: 1, 2, 6.

- 12.6 **Subject:** Second Amendment to the South Sacramento Habitat Conservation Plan Memorandum of Agreement.

Recommendation: Adopt Resolution 16-2016.

Result of Recommended Action: Adoption of Resolution No. 16-2016 will authorize the City Manager to execute the Second Amendment to the South Sacramento Habitat Conservation Plan (SSHCP) Memorandum of Agreement (MOA), thereby allowing the committing the City to Fiscal Year 2015/16 and 2016/17 SSHCP funding contributions, subject to the terms of the Second Amended SSHCP MOA.

Staff Report: Aaron Busch, Community Development Director.

Advances Goals: 2, 4, 6.

- 12.7 **Subject:** Appointment of Real Property Negotiators.

Recommendation: Appoint Cyrus Abhar, Adam Lindgren, and Liisa Behrends as Real Property Negotiators.

Result of Recommended Action: This action will allow negotiation of lease amount and terms for real property identified as 2729 Prospect Park Drive, Suite 230, Rancho Cordova, CA 95670.

Staff Report: Cyrus Abhar, City Manager.

Advances Goal: 5.

13. CONSENT PUBLIC HEARING ITEMS - ROLL CALL VOTE

NONE.

14. PUBLIC HEARING ITEMS

14.1 Bridgeway Square Apartment Project at the Southwest Corner of Bridgeway Drive and Data/Disk Drive, Including:

- Resolution No. 146-2015 Approving an Addendum to the Capital Village Mitigated Negative Declaration, Pursuant to Requirements of the California Environmental Quality Act;
- Ordinance No. 16-2015 Adopting Amendments to Section 3.6, Regarding the Loft District, of the Capital Village Special Planning Area Handbook to Allow for High Density Residential as an Allowed Use;
- Ordinance No. 17-2015 Adopting a Second Amendment to the Development Agreement for the Capital Village Special Planning Area; and
- Resolution No. 147-2015 Approving Major Design Review and Conditions of Approval for the 199-unit, 4- to 5-Story Market Rate Apartment Complex With a 7,080-Square Foot Clubhouse and Outdoor Pool, Including a Parking Adjustment, on 5.12 acres within the Capital Village Special Planning Area.

Recommendation: Adopt Resolution No. 146-2015, introduce and read by title only Ordinance No. 16-2015, introduce and read by title only Ordinance No. 17-2015, and adopt Resolution No. 147-2015.

Result of Recommended Action: Approval of the project would allow the applicant to submit applications for building permits and improvement plans to construct a new 199-unit, 4-5 story market rate housing complex with a clubhouse, outdoor pool area, parking, and landscaping on an undeveloped piece of land at the southeast corner of Bridgeway Drive and Data/Disk Drive. The parking adjustment would allow for a reduction to the required amount of parking for the apartment complex.

Staff Report: Matthew Diaz, Associate Planner.

Advances Goals: 1, 2, 5, 6.

AT THIS POINT: Council Member Budge recused herself from this discussion do to a conflict of interest.

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

- Susan Foulk
- Gil Ruiz
- Jim Boyd
- Jillian Medrano
- Teresa Stanley
- Karen Chacon
- Diann Rogers
- Doniell Cummings
- Nathan Weaver
- Jennifer Streets

Mayor Sander closed the public hearing.

AT THIS POINT: Council took a recess at 8:34 PM. Mayor Sander, Vice Mayor Terry, and Council Members McGarvey and Skoglund resumed council at 8:51 PM.

ACTION: Motion to approve by McGarvey second by Terry with the following modifications to the Conditions of Approval for Resolution No. 147-2015:

- Condition 39.5: The final finishes, colors, sidewalk design, and landscaping shall be subject to the review and approval by the *Community Development Director*.
- Condition 46: The applicant shall provide the City with its tenant rules and regulations for the property *prior to occupancy*. Any violations of such rules or regulations affecting the external appearance of the property or behavior of tenants on the property, is enforceable by the City as a violation of the special planning area standards and these conditions of approval.

Carried by a 3:1 roll call vote. (Skoglund dissenting, Budge recused).

AT THIS POINT: Council took a recess at 9:09 PM. The full council resumed at 9:17 PM.

14.2 **Subject:** Sunridge Plaza Gasoline Station Conditional Use Permit; Project No. DD9614 – Located at the Southwest Corner of Douglas Road and Sunrise Boulevard.

Recommendation: Adopt Resolution 14-2016.

Result of Recommended Action: Adoption of Resolution 14-2016 would permit the use of a service station at the submitted location and allow the applicant to submit for necessary building permits to begin construction of the proposed gas station, convenience store, and car wash.

Staff Report: Nicholas Sosa, Project Planner.

Advances Goals: 5, 6.

Mayor Sander opened the public hearing. There were no speakers. Mayor Sander closed the public hearing.

ACTION: Motion to approve by Budge second by McGarvey with the following modification to conditions of approval:

- Condition 38: The collector sewer system for the project will not be accepted for operation and maintenance until the downstream sewer system and pump station serving the project is also accepted for operation and maintenance. All sewer facilities shall be accepted for operation and maintenance prior to Final Occupancy.

Carried by a 5:0 roll call vote.

15. REGULAR CALENDAR ITEMS

NONE.

16. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

Council did not have any requests for future agenda items.

17. CITY MANAGER'S REPORT

City Manager Cyrus Abhar did not have anything to report.

18. ADJOURNMENT

- 18.1 Mayor Sander adjourned the regular meeting to closed session at 9:55 PM.

19. CLOSED SESSION - CALL TO ORDER/ROLL CALL

Mayor Sander called the closed session to order in the Community Board Room at 10:03 PM.

Council Members Present: McGarvey, Sander, Terry, Budge, Skoglund

Council Members Absent: None

Staff Members Present: Lindgren, Abhar, Busch, Haven

20. CLOSED SESSION

- 20.1 Council may adjourn to closed session to discuss the following item:

CONFERENCE WITH REAL PROPERTY NEGOTIATORS

Property: 2729 Prospect Park Drive, Suite 230, Rancho Cordova, CA 95670.

Agency negotiators: Cyrus Abhar, Adam Lindgren, and Liisa Behrends.

Negotiating parties: Cordova Recreation and Park District (CRPD).

Under negotiation: Lease amount and terms.

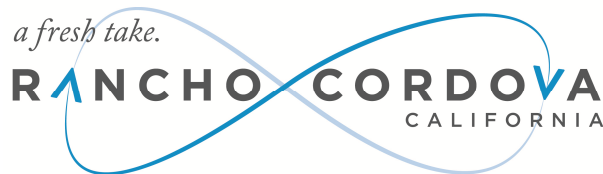
21. OPEN SESSION - REPORT FROM CLOSED SESSION

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

22. ADJOURNMENT

Mayor Sander adjourned the meeting at 10:19 PM.

Mindy Cuppy, MMC, City Clerk



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

City Hall
2729 Prospect Park Drive, Rancho Cordova

Tuesday, February 23, 2016

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

DRAFT MINUTES

1. WORK SESSION - CALL TO ORDER/ROLL CALL

Mayor Sander called the special meeting to order in the American River Community Room North at 5:41 PM.

Council Members Present: McGarvey, Sander, Budge

Council Members Absent: Terry, Skoglund

Staff Members Present: Cuppy, Abhar, Busch, Haven, Downton, Flory, Cook, Behrends, Harriman, Delaney, Stricker

2. PUBLIC COMMENT

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

- Mary Nesel
- Meada Cashatt

Mayor Sander closed the public comment period.

3. SPECIAL MEETING ITEM

- 3.1 **Subject:** Community Enhancement Fund (Formerly Measure H), including continued discussion and direction on: proposed FY 2016-2017 funding categories and amounts for City projects and community grants.

Recommendation: Staff recommends the City Council give staff direction on the Community Enhancement Fund topics listed above.

Result of Recommended Action: Staff recommends the City Council give staff direction on the Community Enhancement Fund topics listed above.

Staff Report: Stacy Delaney, Community Enhancement Analyst.

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

ACTION: Discussion item only; no action taken.

4. ADJOURNMENT

Mayor Sander adjourned the meeting at 6:33 PM.

Mindy Cuppy, MMC, City Clerk

CITY OF RANCHO CORDOVA

ORDINANCE NO. 16-2015

AN ORDINANCE OF THE RANCHO CORDOVA CITY COUNCIL ADOPTING AMENDMENTS TO SECTION 3.6 OF THE CAPITAL VILLAGE SPECIAL PLANNING AREA HANDBOOK PREVIOUSLY ADOPTED BY ORDINANCE 6-2005 AND REFERENCED IN SECTION 23.1000.030(C)(7) OF THE RANCHO CORDOVA ZONING CODE

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

Section 1. Purpose, Declarations, and Findings.

A. The purpose of this Ordinance is to amend portions of Section 3.6 of the Capital Village Special Planning Area Handbook, as shown in **Exhibit 3A** attached hereto.

B. On April 4, 2005, the City of Rancho Cordova ("City") approved Ordinance 6-2005, adopting the Capital Village Special Planning Area Handbook ("SPA Handbook") and amending the City Zoning Map for the parcels making up the Capital Village Special Planning Area to accommodate for the mixed-use project, which included zoning a portion of the site as the "Loft District," consistent with the City's Commercial Mixed Use zone.

C. Amendments to the SPA Handbook were made via City Council Ordinance 46-2006, adopted July 17, 2006; and such amendments included changes to the standards within the Loft District to allow for the district's mixed-use buildings, ranging three to five stories with a maximum height of 150-feet, to accommodate residential units over ground floor retail and a maximum density of 40 dwelling units per acre.

D. This Ordinance further amends the SPA Handbook to allow high-density residential as a permitted use within the Loft District zone to accommodate the proposed 5.12-acre, 199-unit Bridgeway Square Apartments Project (Bridgeway Square Project) on Assessor Parcel Number 072-0680-072-0000 at the southwestern corner of Data Drive and Bridgeway Drive.

E. The amendments to the SPA Handbook set forth in this Ordinance do not alter the density standard within the Loft Zone, which will remain at 40 dwelling units per acre.

F. Pursuant to Government Code section 65454, the proposed amendments to the SPA Handbook are consistent with and implement the goals, objectives, general land uses, programs and policies of the applicable General Plan of the City of Rancho Cordova in that high density housing is consistent with the overall commercial mixed-use zoning for the site and advances the Housing Element Goals to add a mix of housing to the City, promotes higher densities near regional transit.

G. The proposed amendments to the SPA Handbook would not be detrimental to the public interest, health, safety, convenience, or welfare of the City, as such amendments add to the Loft District zone description to allow for high-density residential as a permitted use within the previously approved density and height allowances, and such amendments accommodate a residential project that will bring needed market rate apartments to the City and advance the SPA Handbook's planning goals to bring mixed-use development and higher intensities and residential densities to the City center within walkable distance to shopping, transit, and employment centers.

H. The proposed amendments to the SPA Handbook comply with the California Environmental Quality Act ("CEQA"), as set forth in City Council Resolution 146-2015, adopting the Addendum to the Capital Village Mitigated Negative Declaration.

I. The City Council public hearing on the proposed amendments to the SPA Handbook was properly noticed pursuant to Government Code sections 65090 and 65091.

Section 2. Adoption of Amended SPA Handbook. Section 3.6 of the Capital Village SPA Handbook referenced in Rancho Cordova Municipal Code section 23.1000.030(C)(7) and attached as Exhibit 4 to the Development Agreement for the Capital Village Special Planning Area is hereby amended as shown in **Exhibit 3A**, attached hereto and included herein.

Section 3. 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 4. Effective Date. Within fifteen (15) days after adoption, a Summary of this Ordinance shall be published once in the Grapevine Independent, or the Sacramento Bee, a newspaper of general circulation printed and published in Sacramento County and circulated in the City of Rancho Cordova, in accordance with Government Code section 36933. This Ordinance shall take effect and be enforced thirty (30) days after its adoption.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the ____ day of _____, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

David M. Sander, Mayor

ATTEST:

Mindy Cuppy, MMC, City Clerk

2557433.1

CITY OF RANCHO CORDOVA

ORDINANCE NO. 17-2015

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
ADOPTING A SECOND AMENDMENT TO THE DEVELOPMENT AGREEMENT FOR THE
CAPITAL VILLAGE SPECIAL PLANNING AREA**

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

Section 1. Recitals.

A. In order to strengthen the public planning process, encourage private participation in comprehensive planning and reduce the economic risk of development, the Legislature of the State of California adopted Section 65864, *et seq.*, of the Government Code (the "Development Agreement Statute"), authorizing the City, and any person having a legal or equitable interest in the real property, to enter into a development agreement and establish certain development rights in the property, which is the subject of the development project application. Pursuant to Government Code section 65868, Development Agreements may be amended by mutual assent of the parties.

B. On October 6, 2005, the City of Rancho Cordova ("City") and Beazer Homes Holding Corporation ("Landowner") entered into a Development Agreement for the Capital Village Special Planning Area Project (referred to as Capital Village), consisting of 117 acres of mixed use development. (Effective date of Ordinance Number 19-2005.) The Capital Village Project is bounded by Zinfandel Drive to the west, Prospect Park Drive to the east, Data and Disk Drives to the north, and the Villages of Zinfandel Development to the south, beyond International Drive. The Capital Village Project is mostly developed; however the "Loft District," comprised of 5.12 acres at the southwest corner of Disk Drive and Bridgeway Drive, has not been developed; while the residential units approved under Phases 3 and 4 are under construction. All recitals and findings of determination in Ordinance 19-2005, which adopted the Development Agreement, are still accurate and relevant and incorporated as part of this Ordinance.

C. A mitigated negative declaration was adopted for the Capital Village Project in March 2005, and a Supplemental Mitigated Negative Declaration was adopted in June 2006 to reflect project changes. Collectively, these documents are hereby referred to as the "MND." The City Council on _____, 2016, adopted the Addendum to the MND ("Addendum") related to the proposed project amendments via Resolution 146-2015.

D. On May 6, 2015, via the effective date of approved Ordinance No. 5-2015, the City and Landowner entered into a First Amendment to Development Agreement for Capital Village ("First Amendment") to extend the term of the Development Agreement by ten (10) years agreement in order to secure the financial provisions relating to financing public services, construction and maintenance of public facilities, park development fees. All recitals and findings of determination in Ordinance 5-2015, which adopted the First Amendment, are still accurate and relevant and incorporated as part of this Ordinance.

E. Pursuant to Government Code section 65868, City and Landowner desire to modify the Development Agreement to include high-density residential as a permitted land use within Section 6.2, update the recitals in Section 5 related to environmental reviews, update Sections 6.4 through 6.6 related to project approvals, and related sections, as more fully set forth in the attached Second Amendment to the Development Agreement ("Second Amendment").

ATTACHMENT 3

F. On _____, 2016, the City Council, as the legislative body for purposes of Development Agreement approval, held a properly noticed public hearing pursuant to Government Code section 65867 regarding the Second Amendment, and considered all comments received in writing and all testimony received at the public hearing.

Section 2: Findings.

Therefore, on the basis of: (a) the foregoing recitals, which are hereby incorporated herein; (b) the City of Rancho Cordova's applicable General Plan and General Plan EIR; (c) and the Capital Village MND and Addendum to said MND, the City Council finds and determines that:

A. Pursuant to Government Code section 65867.5, the Second Amendment to the Development Agreement is consistent with the objectives, policies, general land uses and programs specified and contained in the City's applicable General Plan and the approved Special Planning Area in that the property is designated for commercial mixed use and zoned as the "Loft District," allowing for residential and commercial uses at 40 dwelling units per acre.

B. The Second Amendment is compatible with the uses authorized in, and the regulations prescribed for, the land use area in which the real property is located and entitlements associated with such land use area, in that it is consistent with the overall zoning for the site and the greater Capital Village Project area, which was approved in 2005 and outlined the vision for a mixed-use, multi-density community.

C. The Second Amendment is in conformity with public convenience, general welfare and good land use policies in that the Second Amendment and Amended Development Agreement will continue to implement land use guidelines set forth in the applicable General Plan and help ensure a successful development that meets community and market needs. The Second Amendment is consistent with the policies of the Housing Element within the applicable General Plan, in that it allows for high density housing on a site zoned for mixed use development within walking distance to employment centers, shopping centers and transit routes. Such housing advances the Housing Element policies because it adds to the City's mix of housing needs, promotes higher density housing in close proximity to regional transit, and helps the City meet its requirements to provide market rate housing under its Regional Housing Needs Allocation.

D. The Second Amendment will not be detrimental to the health, safety and general welfare in that the Project will proceed in accordance with the programs and policies of the applicable General Plan and other Project entitlements, including the Capital Village Special Planning Area Handbook and the guidelines and standards set forth within these documents. The Second Amendment is consistent with the guidelines and standards of the Capital Village Special Planning Area Handbook in that the addition of multi-family housing to the Loft District zone advances the planning goals within the special planning area, including the goal to "bring compact, mixed-used development (higher intensity and residential densities) to the Heart of Rancho Cordova" by adding higher density housing in the City center and the goal to develop "walkable neighborhoods" by locating high density housing in close proximity to shopping, jobs, and transit centers.

E. The Second Amendment will not adversely affect the orderly development of property, or the preservation of property values, in that the amendment is consistent with the applicable General Plan and the Capital Village Special Planning Area Handbook and there is no evidence to suggest that the addition of high density residential as an allowed use lowers property values.

ATTACHMENT 3

F. The Second Amendment is consistent with and includes the substantive elements of Government Code sections 65864 through 65869.5, and has been processed consistent with all the procedural requirements thereof.

Section 3: Approval of Second Amendment to Development Agreement.

The City Council hereby approves the Second Amendment to the Development Agreement, attached to this Ordinance and incorporated herein by reference as **Exhibit 5A**, and authorizes the City Manager to execute the Second Amendment to the Development Agreement after the effective date of this Ordinance.

Section 4: Recordation.

Within ten (10) days after the Second Amendment to the Development Agreement is executed by the City Manager and the Landowner, the City Clerk shall submit the amendment to the County Recorder for recordation.

Section 5: Severability.

If any section, subsection, clause or phrase of this Ordinance is for any reason held to be invalid or unconstitutional by the decision of a court of competent jurisdiction, it shall not affect the remaining portions of this Ordinance that can be given effect without the invalid provision and, to this end, the provisions of this Ordinance are severable. This City Council hereby declares that it would have adopted this Ordinance irrespective of the invalidity of any particular portion thereof and intends that the invalid portions should be severed and the balance of the Ordinance be enforced.

Section 6: Publication and Effective Date.

Within fifteen (15) days after adoption, a summary of this Ordinance shall be published once in the Grapevine Independent or the Sacramento Bee, a newspaper of general circulation printed and published in Sacramento County and circulated in the City of Rancho Cordova, in accordance with Government Code section 36933. This Ordinance shall take effect and be enforced thirty (30) days after its adoption. This Ordinance shall not be codified in the Rancho Cordova Municipal Code.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova this ____ day of _____, 2016, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

David M. Sander, Mayor

ATTEST:

Mindy Cuppy, MMC, City Clerk
2542620.1

MEMORANDUM

DATE: March 21, 2016
TO: Honorable Mayor and Council Members
FROM: Liisa Behrends, Interim Finance Director
SUBJECT: INVESTMENT POLICY



RECOMMENDATION

Adopt Resolution No. 18-2016, approving the attached investment policy for the City of Rancho Cordova.

RESULT OF RECOMMENDED ACTION

Approval of this resolution will amend the City's investment policy, thereby guiding the City's investment of excess funds.

BACKGROUND

Since incorporation, the City's investment policy has been approved by the Council on an annual basis and has remained relatively unchanged. Although State law no longer requires that an investment policy be considered annually, Staff is proposing modifications to the policy and is requesting council review and approval. The policy has been modified to increase investment flexibility, thereby increasing our ability to capture additional yields in this low interest rate market without jeopardizing the safety of the portfolio.

The State of California Government Code governs allowable investments and is designed to maintain the safety of investments while deriving the best possible yields based on our risk tolerance. The State Code has evolved over time to provide well informed, prudent guidance for the investment of public monies. The City's current investment policy is considerably more restrictive than State Code. In today's environment of low interest rates, the City's restrictive policies are no longer considered "best practices". Revising the City's policies to conform to State Code will allow Staff and our investment managers the flexibility to prudently manage the City's portfolio in the current economic environment.

Staff has attached both a clean copy of the proposed Investment Policy (Exhibit A) and a redlined version (Exhibit B) to help Council identify specific changes to the policy.

The City's list of investments continues to be presented in a straightforward and easy-to-read chart of security types, along with their maximum maturities, maximum percentage allocations, and minimum credit criteria. The Selection of Broker/Dealer section has been updated to include allowances to use an advisory firm. Permitted Investments section is listed in Appendix II and now includes Asset-Backed Securities and Supranationals.

California passed Assembly Bill 1933 which adds bonds issued by certain supranational organizations to the list of permitted investments in the California Government Code. This change allows the City to maintain a diversified portfolio due to the decline in supply of Federal Agency debt available to purchase. This is due to Fannie Mae and Freddie Mac reducing the amount of mortgages each holds.

ATTACHMENT

Resolution No. 18-2016, including:

- Proposed Investment Policy (Exhibit A); and
- Redlined Investment Policy (Exhibit B).

CITY OF RANCHO CORDOVA

RESOLUTION NO. 18-2016

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
ADOPTING THE INVESTMENT POLICY**

WHEREAS, California Government Code states that a City may adopt an annual investment policy at public meeting; and

WHEREAS, the state of California Government Code governs allowable investments and is designed to maintain the safety of investment while deriving the best possible yields based on our risk tolerance; and

WHEREAS, the City's current investment policy is considerably more restrictive than State Code; and

WHEREAS, in today's environment of low interest rates, the City's restrictive policies are no longer considered "best practices"; and

WHEREAS, revising the City's policies to conform to State Code will allow Staff and our investment managers the flexibility to prudently manage the City's portfolio in the current economic environment; and

WHEREAS, a good investment policy drives the cash, treasury and investment management functions of a City and serves as a guide for setting and achieving program objectives, defines rules and establishes benchmarks, and reduces the exposure to liability of both the City staff and the City Council; and

WHEREAS, the amended Investment Policy is in compliance with California State Government Code Guidelines.

NOW, THEREFORE, BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA hereby approves Resolution No. 18-2016, adopting the Investment Policy.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the ____ day of _____, 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

David M. Sander Mayor

ATTEST:

Mindy Cuppy, MMC, City Clerk

Exhibit A: City of Rancho Cordova, California Proposed Statement of Investment Policy

Exhibit B: City of Rancho Cordova, California Redlined Investment Policy

CITY OF RANCHO CORDOVA
CALIFORNIA
STATEMENT OF INVESTMENT POLICY

EXHIBIT A TO THE RESOLUTION
ADOPTED

CITY OF RANCHO CORDOVA, CALIFORNIA STATEMENT OF INVESTMENT POLICY

POLICY

It is the policy of the City of Rancho Cordova, CA (the “City”) to invest public funds in a manner that will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the entity and conforming to all state and local statutes governing the investment of public funds.

SCOPE

This investment policy applies to all financial assets of the City. These funds are accounted for in the City Comprehensive Annual Financial Report and may include:

- General Fund
- Special Revenue Funds
- Debt Service Funds
- Capital Project Funds
- Enterprise Funds
- Internal Service Funds
- Permanent and Private Purpose Trust Funds

This Policy shall also apply to all funds of the City of Rancho Cordova including those funds which may be created as well as any other fund under the control of the City Treasurer.

PRUDENCE

The standard of prudence to be used by investment officials shall be the “prudent investor” standard and shall be applied in the context of managing an overall portfolio. The “prudent investor” standard states that:

When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency.

OBJECTIVE

The primary objective in priority order, of the City’s investment activities shall be:

Safety: Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.

Liquidity: The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.

Return on Investments (Yield): The City's investments shall be designed with the objective of attaining a market rate of return throughout the budget and economic cycles, taking into account the investment risk constraints and liquidity needs.

DELEGATION OF AUTHORITY

The City Treasurer is appointed by the City Manager. The City Treasurer is currently the Finance Director. Pursuant to the Government Code, the City Council delegates the authority to invest or to reinvest funds, or to sell or exchange securities so purchased, to the City Treasurer for a one-year period. The City Treasurer is charged with the responsibility for carrying out the policies of the City Council and shall assume full responsibility for investment transactions until the delegation of authority is revoked or expires.

The daily cash management, investment transactions and account reconciliations are the primary responsibilities of the City Treasurer. These activities are also carried out by other members of the Finance Department under the direction of the City Treasurer. The City Treasurer shall establish procedures for the operation consistent with this investment policy.

The City Treasurer and authorized individuals acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

ETHICS AND CONFLICT OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activities that could conflict with proper execution of the investment program or which could impair their ability to make impartial decisions. Officers and employees involved in the investment process shall abide by the Conflict of Interest Code, (California Government Code Section 1090 et seq.) and the California Political Reform Act (California Government Code Section 81000 et seq.).

PERMITTED INVESTMENTS

California Government Code Sections 53601, 53635 and 16429.1 govern the investments permitted for purchase by the City. Eligible investments are summarized in the chart below. Specific footnotes pertaining to these investments can be found in Appendix I. Limitations and definitions of these investments can be found in Appendix II and in the Glossary of this Policy.

ELIGIBLE INVESTMENTS UNDER STATE CODE

Investment Type ^a	Maximum Maturity	Maximum Specified Percentage of Portfolio ^c	Minimum Quality Requirements
Local Agency Bonds	5 years ^b	None	None
U.S. Treasury Obligations	5 years ^b	None	None
State of California Obligations	5 years ^b	None	None
CA. Local Agency Obligations	5 years ^b	None	None
U.S. Agencies	5 years ^b	None	None
Bankers' Acceptances	180 days	40 percent	None
Commercial Paper	270 days	25 percent of the agency's money ^{f,e}	"A-1 or equivalent; if the issuer has issued long-term debt it must be rated "A" without regard to modifiers ^f
Certificates of Deposit	5 years	30 percent ^g	None
Repurchase Agreements	1 year	None	None
Reverse Repurchase Agreements and Securities Lending Agreements	92 days ^h	20 percent of the base value of the portfolio	None ⁱ
Medium-Term Notes ^j	5 years	30 percent	"A" rating
Mutual Funds	N/A	20 percent ^k	Multiple ^{l,m}
Collateralized Bank Deposits	5 years	None	None
Mortgage Related Securities	5 years	20 percent ^d	"AA" Rating ⁿ
Asset-Backed Securities	5 years	20 percent ^d	"AA" Rating ⁿ
Supranationals	5 years	30 percent	"AA" Rating
County Pooled Investment Funds	N/A	None	None
Joint Powers Authority Pool	N/A	None	Multiple ^o
Local Agency Investment Fund (LAIF)	N/A	None	None

INELIGIBLE INVESTMENTS

As provided in California Government Code section 53601.6, the City shall not invest any funds in inverse floaters, range notes, mortgage derived interest-only strips or in any security that could result in zero interest accrual if held to maturity.

ELIGIBLE INVESTMENTS FOR BOND PROCEEDS

Bond proceeds shall be invested in securities permitted by the applicable bond documents. If the bond documents are silent as to the permitted investments, bond proceeds will be invested in securities permitted by this Policy.

With respect to maximum maturities, the Policy authorizes investing bond reserve fund proceeds beyond five years if prudent in the opinion of the City Treasurer.

MAXIMUM MATURITIES

Notwithstanding the five year maturity limitation, the City Council grants its express authority per Government Code Section 53601 to invest with maturities extending beyond five years.

SELECTION OF BROKER/DEALERS

Each approved broker/dealer must possess an authorizing certificate from the California Commissioner of Corporations as required by Section 25210 of the California Corporations Code.

To be eligible, a firm must meet at least one of the following criteria:

1. be recognized as Primary Dealers by the Federal Reserve Bank of New York or have a primary dealer within their holding company structure, or
2. report voluntarily to the Federal Reserve Bank of New York, or
3. qualify under Securities and Exchange Commission (SEC) Rule 15c3-1 (Uniform Net Capital Rule).

The City Treasurer will select broker/dealers on the basis of their expertise in public cash management and their ability to provide service to the City's account. The City may engage the services of investment advisory firms to assist in the management of the Portfolio. Such investment advisors may utilize their own list of approved broker/dealers; however, the list shall comply with the criteria listed above and shall be provided to the City on an annual basis or upon request.

In the event that an investment advisory firm is not used in the process of recommending a particular transaction in the City's portfolio, authorized broker/dealers shall submit and annually update a City approved broker/dealer information request form that includes the firm's most recent financial statements.

The City may purchase commercial paper from direct issuers even though they are not on the approved broker/dealer list as long as they meet the criteria outlined in the Eligible Investments section of this Investment Policy.

SAFEKEEPING AND CUSTODY

The City Treasurer shall select one or more financial institutions to provide safekeeping and custodial services for the City. A Safekeeping Agreement approved by the City shall be executed with each custodian bank prior to utilizing that bank's safekeeping services.

Custodian banks will be selected on the basis of their ability to provide services for the City's account and the competitive pricing of their safekeeping related services.

The purchase and sale of securities and repurchase agreement transactions shall be settled on a delivery versus payment basis. Ownership of all securities shall be perfected in the name of the City. Sufficient evidence to title shall be consistent with modern investment, banking and commercial practices.

All investment securities purchased by the City shall be delivered by book entry and shall be held in third-party safekeeping by the City approved custodian bank, its correspondent bank or the Depository Trust Company (DTC).

The City's custodian shall be required to furnish the City a list of holdings on at least a monthly basis and safekeeping receipts or customer confirmations shall be issued for each transaction.

INTERNAL CONTROL

The City Treasurer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits to be derived and that the valuation of costs and benefits requires estimates and judgments by management.

REPORTING

The City Treasurer shall provide a quarterly investment report to the City Council, which provides a clear picture of the status of the current investment portfolio. This report will be submitted to the City Council each quarter at a public meeting.

Schedules in the quarterly Treasurer's Report will include the following:

1. Investment type, issuer, date of maturity, par value and dollar amount invested in all securities, and investments and monies held by the City;
2. A description of the funds, investments and programs;
3. A market value as of the date of the report (or the most recent valuation as to assets not valued monthly) and the source of the valuation;
4. A statement of compliance with the investment policy or an explanation for non-compliance; and
5. A statement of the City's ability to meet expenditure requirements for six months, and an explanation of why money will not be available if that is the case.

The quarterly report shall state compliance of the portfolio to the investment policy, or manner in which the portfolio is not in compliance. The quarterly report shall also include a statement denoting the ability of the City to meet its expenditure requirements for the next six months, or provide an explanation as to why sufficient money shall, or may, not be available.

POLICY REVIEW

The investment policy shall be adopted by resolution of the City Council. The investment policy shall be reviewed at least annually by Staff to ensure its consistency with the overall objectives of preservation of principal, liquidity and yield, and its relevance to current law and financial and economic trends. Any amendments to the policy shall be forwarded to the City Council for approval.

Appendix I

Table of Notes for Exhibit 1

- a. Sources: Government Code Sections 16429.1, 53601, 53601.8, 53635, and 53638.
- b. Government Code Section 53601 provides that the maximum term of any investment authorized under this section, unless otherwise stated, is five years. However, with the consent of this policy, the legislative body grants express authority to make investments as a part of an investment program approved by the legislative body that exceeds this five year maturity limit. The said approval must be issued no less than three months prior to the purchase of any security exceeding the five-year maturity limit.
- c. Percentages apply to all portfolio investments regardless of source of funds. For instance, cash from a reverse repurchase agreement would be subject to the restrictions.
- d. No more than 20 percent of the agency's funds may be in mortgage-backed securities, collateralized mortgage obligations, and consumer receivables as authorized under Section 53601 (o).
- e. No more than 10 percent of the City's funds may be invested in any one issuer.
- f. Issuing corporation must be organized and operating with the U.S. and have assets in excess of \$500,000,000 or meets other criteria as authorized by Government Code Section 53601 (h).
- g. No more than 30 percent of the City's total funds may be invested in Certificates of Deposits authorized under Sections 53601.8, 53635.8, and 53601 (i) combined.
- h. Reverse repurchase agreements or securities lending agreements may exceed the 92-day term if the agreement includes a written codicil guaranteeing a minimum earning or spread for the entire period between the sale of a security using a reverse repurchase agreement or securities lending agreement and the final maturity dates of the same security.
- i. Reverse repurchase agreements must be made only with primary dealers of the Federal Reserve Bank of New York or with a nationally or state chartered bank that has a significant relationship with the local agency. The local agency must have held the securities used for the agreements for at least 30 days.
- j. "Medium-term notes" are defined in Government Code Section 53601 as "all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the U.S. or by depository institutions licensed by the U.S. or any state and operating within the U.S." "Organized and Operating" is defined in Government Code Section 53601 (h).
- k. No more than 10 percent of the City's money may be invested in any one mutual fund.
- l. A mutual fund must receive the highest ranking by not less than two nationally recognized statistical ratings organizations or the fund must retain an investment advisor who is registered with the SEC (or exempt from registration), has assets under management in excess of \$500 million, and has at least five years experience investing in instruments authorized by Government Code Sections 53601 and 53635.
- m. A money market mutual fund must receive the highest ranking by not less than two nationally recognized statistical ratings organizations or retain an investment advisor registered with the SEC or exempt from registration and who has not less than five years experience investing in money market instruments with assets under management in excess of \$500 million.
- n. Issuer must have an "A" rating or better for the issuer's debt as provided by a nationally recognized statistical ratings organization.
- o. A joint powers authority pool must retain an investment advisor who is registered with the SEC (or exempt from registration), has assets under management in excess of \$500 million, and has at least five years experience investing in instruments authorized by Government Code Section 53601, subdivisions (a) to (n).

Appendix II

ELIGIBLE INVESTMENTS

- A. **State of California Local Agency Investment Fund (“LAIF”).** The City may invest in LAIF pursuant to California Government Code Section 16429.1.
- B. **California Asset Management Trust.** The City may invest in the shares in the California Asset Management Trust, so long as the portfolio is rated among the top two rating categories by a Nationally Recognized Statistical Rating Organization (NRSRO). A maximum of \$40 million may be invested in this category, net of bond proceeds.
- C. **Certificates of Deposit.** Authorized under Sections 53601.8, 53635.8, and 53601(i). No more than 30% of the City’s total funds may be invested in Certificates of Deposit.
- D. **Banker’s Acceptances.** Banker’s acceptances issued by domestic or foreign banks, which are eligible for purchase by the Federal Reserve System. Purchases of banker’s acceptances may not exceed 180 days maturity. Investments in banker’s acceptances are further limited to 40% of the portfolio.
- E. **U.S. Government Issues.** United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.
- F. **Federal Agency Securities.** Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.
- G. **Repurchase Agreements.** Repurchase agreements which have a final maturity not exceeding one year from the date of trade settlement. The City may enter into repurchase agreements with counterparties which have (i) minimum assets and capital of \$25 billion in assets and \$350 million in capital; (ii) five years of acceptable audited financial results; and (iii) a strong reputation among market participants.

The following collateral restrictions will be observed:

Only U.S. Treasury securities or Federal Agency securities will be acceptable collateral. All securities underlying repurchase agreements must be delivered to the City’s custodian bank versus payment or be handled under a properly executed tri-party repurchase agreement. The total market value of all collateral for each repurchase agreement must equal or exceed 102 percent of the total dollar value of the money invested by the City for the term of the investment. For any repurchase agreement with a term of more than one day, the value of the underlying securities must be reviewed on an on-going basis according to market conditions. Market value must be calculated each time there is a substitution of collateral.

The City or its Trustee shall have perfected first security interest under the Uniform Commercial Code in all securities subject to repurchase agreements. The City shall have properly executed a Professional Services Agreement with each counter party with which it enters into repurchase agreements.

H. Commercial Paper. Commercial paper of “prime” quality of the highest ranking or of the highest letter and number rating as provided by a NRSRO. The entity that, issues commercial paper shall meet all of the following conditions in one of the following

- a. The entity meets the following criteria:
 - i. Is organized and operating within the United States as a general corporation.
 - ii. Have total assets in excess of \$500 million.
 - iii. Has debt other than commercial paper, if any, that is rated “A” or higher by a NRSRO

(or)

- b. The entity meets the following criteria:
 - i. Is organized within the United States as a special purpose corporation, trust, or limited liability company.
 - ii. Has program wide credit enhancements including, but not limited to, over collateralization, letters of credit, or surety bond.

Investments in commercial paper are limited to a maximum of 25% of the portfolio with no more than 5% of the portfolio invested in the commercial paper of any one issuer. Purchases shall not exceed 10 percent of the outstanding paper of the issuing corporation. The maximum investment maturity is restricted to 270 days.

I. Mutual Funds. Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission (SEC) under the Investment Company Act of 1940 (15 U.S.C., Sec. 80a-1, et seq.).

The City may invest in shares of beneficial interest issued by a company which shall have met either of the following criteria:

- a. Attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs.

(or)

- b. Retained an investment advisor registered or exempt from registration with the SEC with not less than five years experience in managing money market mutual funds with assets under management in excess of five hundred million dollars (\$500,000,000).

The purchase price of shares of beneficial interest purchased pursuant to this subdivision shall not include any commission that the companies may charge. Investments in Mutual Funds are limited to 20% of the portfolio and no more than 10% of the portfolio may be invested in any one fund.

- J. Shares of Beneficial Interest** issued by a joint powers authority organized pursuant to Section 6509.7 that invest in the securities and obligations authorized in subdivisions (a) to (o), inclusive, of California Government Code Section 53601. Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible under this section, the joint powers authority issuing the shares shall have retained an investment adviser that:
- (1) is registered or exempt from registration with the Securities and Exchange Commission.
 - (2) has at least five years of experience investing in the securities and obligations authorized in subdivisions (a) to (o), inclusive, of California Government Code Section 53601.
 - (3) has assets under management in excess of \$500,000,000.
- K. The Sacramento County Investment Pool.** The City may invest in this investment pool, established by the Sacramento County Treasurer for the benefit of local public agencies.
- L. Municipal & State Obligations:**
- A. Municipal bonds including registered notes or bonds of any of the 50 states, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the 50 states.
 - B. In addition, bonds, notes, warrants, or other evidences of indebtedness of any local agency in California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency.
- M. Medium-Term Notes.** Notes issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States, with a final maturity not exceeding five years from the date of trade settlement, and rated at least “A” or the equivalent by a NRSRO. Investments in medium-term notes are limited to 30% of the portfolio.
- N. Asset-Backed Securities.** A mortgage passthrough security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable passthrough certificate, or consumer receivable-backed bond of a maximum of five years’ maturity. Securities eligible for investment under this subdivision shall be issued by an issuer having an “A” or higher rating for the issuer’s debt as provided by an NRSRO and rated in a rating category of “AA” or its equivalent or better by an

NRSRO. Purchase of securities authorized by this subdivision may not exceed 20% of the portfolio.

- O. Supranationals.** United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank, with a maximum remaining maturity of five years or less, and eligible for purchase and sale within the United States. Investments under this subdivision shall be rated “AA” or better by an NRSRO and are limited to 30% of the portfolio.

Securities that have been downgraded to a level that is below the minimum ratings described herein may be sold or held at the City's discretion. The portfolio will be brought back into compliance with Investment Policy guidelines as soon as is practical.

**CITY OF RANCHO CORDOVA
STATEMENT OF INVESTMENT POLICY**

**GLOSSARY OF TYPES OF INVESTMENTS
AVAILABLE TO LOCAL GOVERNMENTS**

STATE INVESTMENT POOL (LAIF)

The Local Agency Investment Fund (LAIF) is a voluntary program created by statute; began in 1977 as an investment alternative for California's local governments and special districts. The enabling legislation for the LAIF is Section 16429.1 et seq. of the California Government Code.

This program offers local agencies the opportunity to participate in a major portfolio, which invests hundreds of millions of dollars, using the investment expertise of the Treasurer's Office investment staff at no additional cost to the taxpayer. This in-house management team is comprised of civil servants who have each worked for the State Treasurer's Office for an average of 20 years.

The LAIF is part of the Pooled Money Investment Account (PMIA). The PMIA began in 1953 and oversight is provided by the Pooled Money Investment Board (PMIB) and an in-house Investment Committee. The PMIB members are the State Treasurer, Director of Finance, and State Controller.

The Local Investment Advisory Board (LIAB) provides oversight for LAIF. The Board consists of five members as designated by statute. The Chairman is the State Treasurer or his designated representative. Two members qualified by training and experience in the field of investment or finance, and the State Treasurer appoints two members who are treasurers, finance or fiscal officers or business managers employed by any county, city or local district or municipal corporation of this state. The term of each appointment is two years or at the pleasure of the appointing authority.

All securities are purchased under the authority of Government Code Section 16430 and 16480.4. The State Treasurer's Office takes delivery of all securities purchased on a delivery versus payment basis using a third party custodian. All investments are purchased at market and a market valuation is conducted monthly.

Additionally, the PMIA has Policies, Goals and Objectives for the portfolio to make certain that our goals of Safety, Liquidity and Yield are not jeopardized and that prudent management prevails. These policies are formulated by investment staff and reviewed by both the PMIB and the LIAB on an annual basis.

The State Treasurer's Office is audited by the Bureau of State Audits on an annual basis and the resulting opinion is posted to the STO website following its publication. The Bureau of State Audits also has a continuing audit process throughout the year. All investments and LAIF claims are audited on a daily basis by

the State Controller's Office as well as an in-house audit process involving three separate divisions.

Under Federal Law, the State of California cannot declare bankruptcy, thereby allowing the Government Code Section 16429.3 to stand. This Section states that "moneys placed with the Treasurer for deposit in the LAIF by cities, counties, special districts, nonprofit corporations, or qualified quasi-governmental agencies shall not be subject to either of the following: (a) transfer or loan pursuant to Sections 16310, 16312, or 16313, or (b) impoundment or seizure by any state official or state agency."

During the 2002 legislative session, California Government Code Section 16429.4 was added to the LAIF's enabling legislation. The Section states that "the right of a city, county, city and county, special district, nonprofit corporation, or qualified quasi-governmental agency to withdraw its deposited moneys from the LAIF, upon demand, may not be altered, impaired, or denied in any way, by any state official or state agency based upon the state's failure to adopt a State Budget by July 1 of each new fiscal year."

The LAIF has grown from 293 participants and \$468 million in 1977 to 2,669 participants and \$20 billion at the end of December 2012.

There is a limitation of \$50 million per legal entity within an agency. There is also a maximum of fifteen transactions, deposits or withdrawals per month.

County Pool Investment Funds

County Pool Investment Funds are local government investment pools operated on the County level. Funds are aggregated from public agencies and placed in the custody of the County Treasurer or Chief Finance Officer for investment and reinvestment. County pools have no maximum maturity and no specifications for the maximum percentage of a portfolio that can be invested in the pools. There are also no minimum rating requirements for the quality of these pools.

Joint Powers Authority Pools

Joint Powers Authority Pools (JPAs) are local government investment pools comprised of at least two entities and accredited by the California Joint Powers Authority (CAJPA). Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible, the joint powers authority issuing the shares shall have retained an investment adviser that meets all of the following criteria:

- (1) The adviser is registered or exempt from registration with the Securities and Exchange Commission,

(2) The adviser has not less than five years of experience investing in the securities and obligations authorized in Section 53601, subdivisions (a) to (n), and

(3) The adviser has assets under management in excess of five hundred million dollars (\$500,000,000).

CAMP (the California Asset Management Program), for instance, provides California public agencies, together with any bond trustee acting on behalf of such public agency, assistance with the investment of and accounting for bond proceeds and surplus funds. For bond proceeds, the objective of CAMP is to invest and account of such proceeds in compliance with arbitrage management and rebate requirements of the Internal Revenue Service. The program includes the California Asset Management Trust, a California common law trust organized in 1989. The Trust currently offers a professionally managed money market investment portfolio, the Cash Reserve Portfolio, to provide public agencies with a convenient method of pooling funds for temporary investment pending their expenditure. The Trust also provides record keeping, custodial and arbitrage rebate calculation services for bond proceeds. As part of the program, public agencies may also establish individual, professionally managed investment accounts.

The Pool seeks to attain as high a level of current income as is consistent with the preservation of principal. The Pool purchases only investments of the type in which public agencies are permitted by statute to invest surplus funds and proceeds of their own bonds.

Collateralized Bank Deposits

Bank deposits with appropriate securities (ie: surety bonds or letters of credit) pledged by the depositories in order to safeguard the underlying value of the original deposit. Such deposits shall have a final maturity not exceeding five years from the date of trade settlement. Investments in such issues are not limited in the portfolio.

CERTIFICATES OF DEPOSITS (CD)

Certificates of Deposits, sometimes known as "Jumbo Accounts" or "Fixed CD's" are savings accounts with Banks or Savings and Loans. These accounts are for a specific amount, have a set interest rate, and set maturity date. There is a substantial interest penalty if the CD is withdrawn prior to the maturity date.

The State law requires Public Fund CD's to be collateralized by the financial institution at 110% with US Government notes/bonds or at 150% with quality First Trust Deeds. This collateral can be waived if Federal Insurance (FDIC for banks or FSLIC for savings and loans) is available.

The City generally waives the collateralization requirements for the FDIC or FSLIC insurance. The waiver of collateral is a wide spread practice and will generally generate higher interest rates and provide the greatest security for the funds from the Federal Insurance Agencies.

NEGOTIABLE CERTIFICATE OF DEPOSIT (NCD)

This investment is similar to the Fixed CD's above. However, the NCD can be sold through a broker on a "secondary market" prior to the maturity date. Normally, NCD's are issued in \$500,000 and \$1,000,000 amounts. The State Code limits NCD's to not more than 30% of the local agency's portfolio and to a five-year maximum term. The security is the credit worthiness of the issuer. These deposits are uninsured and uncollateralized promissory notes.

BANKER'S ACCEPTANCES (BA)

A Banker's Acceptance is a time draft of invested funds, which has been drawn on and accepted for repayment by a bank. This financial instrument is generally used for short term (30 and 180 days) financing of export, import, or storage of goods. By accepting the draft (investment of City funds), the bank is liable for the payment at maturity. This bank liability makes the Banker's Acceptance a marketable investment. The State Code limits BA's to not more than 180 days to maturity and 40% of the local agency's portfolio. In addition, not more than 30% of the local agency's portfolio may be placed in any one bank.

US TREASURY BILLS

Commonly referred to as T-Bills, these are short-term marketable securities sold as obligations of the US Government. They are offered in three month, six month, nine month and one-year maturities. T-Bills do not accrue interest but are sold at a discount, and pay the face value at maturity.

US TREASURY NOTES

These are marketable, interest-bearing securities sold as obligations of the US Government with original maturities of one to ten years. Interest is paid semi-annually.

US TREASURY BONDS

These are the same as US Treasury Notes except they have original maturities of ten years or longer.

FEDERAL AGENCY ISSUES

Many Federal Government Agencies are authorized to issue short term and long term obligations that are used to finance various programs such as home loans, business loans, farm loans, etc. These Agencies were created by the Federal Government in the 1930's and have since become independent quasi-public agencies. The security for their issues is the guarantee of the Agency to pay. The Federal Government has only an implied liability to the extent that the Agency has an open credit line to borrow from the U.S. Treasury. It is widely accepted that Federal Agency issues are as secure as U.S. Government notes.

There is an active secondary market available to sell these issues prior to maturity. The issues are fairly liquid depending on the prevailing market interest rates at the time of sale.

Some of the more common agency notes are issued by the Federal National Mortgage Association (Fannie Mae), Federal Home Loan Banks, Federal Home Loan Mortgage Corporation (Freddie Mac), and the Federal Farm Credit Banks.

REPURCHASE AGREEMENTS AND REVERSE REPURCHASE AGREEMENTS (REPOS)

A Repurchase Agreement is a short-term investment agreement to loan City funds for a fixed period in return for a fixed interest rate and secured collateral, such as U.S. Treasuries or Agency Notes. This type of investment is usually done for overnight or very short term (7 days) investment of funds left in the general operating checking account. Reverse Repurchase agreements is a short-term investment, which is used to take advantage of market interest rate changes and increase the size of the portfolio. State law was amended in 1996 to limit the use of both repurchase and reverse repurchase agreements. The City Council must approve each reverse repurchase agreement.

COMMERCIAL PAPER (CP)

Commercial Paper is unsecured promissory notes of industrial corporations, utilities and bank holding companies. The notes are in bearer form in amounts starting at \$100,000. State law limits the City to investments in United States corporations having assets in excess of five hundred million dollars with an "A" or higher rating. Cities may not invest more than 25% of the portfolio in commercial paper and the CP's may not exceed a term of 270 days.

MUTUAL FUNDS

An investment company that pools money and can invest in a variety of securities, including fixed-income securities and money market instruments, cities may invest in Mutual Funds or Money Market funds that receive the highest ranking or the highest letter and numerical rating by two of the three largest nationally recognized statistical ratings organizations. The Mutual Funds must abide by the same investment restrictions and regulations that apply to public agencies in California. Money Market Funds must follow regulations specified the Security and Exchange Commission under the Investment Company Act of 1940. The City must verify that the Mutual Fund is in compliance with state laws for public agencies prior to purchasing shares.

GUARANTEED INVESTMENT CONTRACT (GIC)

This is an agreement acknowledging receipt of funds for deposit, specifying terms for withdrawal and guaranteeing a rate of interest to be paid. The investment follows all state laws for the investment of public funds.

ASSET-BACKED SECURITIES

Asset-backed securities are financial securities backed by a loan, lease or receivables against assets other than real estate and mortgage-backed securities. They are supported by pools of assets, such as installment loans or leases, or by pools of revolving lines of credits. Asset-backed securities are structured as trusts in order to perfect a security interest in the underlying assets. They shall have a final maturity

not exceeding five years from the date of trade settlement and no more than 20% of the local agency's portfolio may be invested in asset-backed securities. These securities must be rated at least AA by a nationally recognized statistical ratings organization, and the issuer's debt must be rated at least A.

MORTGAGE-RELATED SECURITIES

A type of asset-backed security that is secured by a mortgage or collection of mortgages and usually pays periodic payments that are similar to coupon payments. Furthermore, the mortgage must have originated from a regulated and authorized financial institution. Mortgage related securities shall have a final maturity not exceeding five years from the date of trade settlement and no more than 20% of the local agency's portfolio may be invested in mortgage related securities. These securities must be rated at least AA by a nationally recognized statistical ratings organization, and the issuer's debt must be rated at least A.

U.S. INSTRUMENTALITIES

Debt securities issued by international financial institutions, such as the World Bank, that provide development financing, advisory services, and/or other financial services to their member countries to achieve overall goal of improving living standards through sustainable economic growth. In 2014, the California Assembly passed Bill 1933, which will add bonds issued by certain supranational organizations effective January 1, 2015 to the list of permitted investments in the California Government Code.

EXHIBIT B

**CITY OF RANCHO CORDOVA
CALIFORNIA
STATEMENT OF INVESTMENT POLICY**

EXHIBIT B TO THE RESOLUTION
ADOPTED

CITY OF RANCHO CORDOVA, CALIFORNIA STATEMENT OF INVESTMENT POLICY

POLICY

It is the policy of the City of Rancho Cordova, CA (the “City”) to invest public funds in a manner that will provide the highest investment return with the maximum security while meeting the daily cash flow demands of the entity and conforming to all state and local statutes governing the investment of public funds.

SCOPE

This investment policy applies to all financial assets of the City. These funds are accounted for in the City Comprehensive Annual Financial Report and may include:

- General Fund
- Special Revenue Funds
- Debt Service Funds
- Capital Project Funds
- Enterprise Funds
- Internal Service Funds
- Permanent and Private Purpose Trust Funds

This Policy shall also apply to all funds of the City of Rancho Cordova including those funds which may be created as well as any other fund under the control of the City Treasurer.

PRUDENCE

The standard of prudence to be used by investment officials shall be the “prudent investor” standard and shall be applied in the context of managing an overall portfolio. The “prudent investor” standard states that:

When investing, reinvesting, purchasing, acquiring, exchanging, selling, or managing public funds, a trustee shall act with care, skill, prudence, and diligence under the circumstances then prevailing, including, but not limited to, the general economic conditions and the anticipated needs of the agency, that a prudent person acting in a like capacity and familiarity with those matters would use in the conduct of funds of a like character and with like aims, to safeguard the principal and maintain the liquidity needs of the agency.

OBJECTIVE

The primary objective in priority order, of the City’s investment activities shall be:

Safety: Safety of principal is the foremost objective of the investment program. Investments shall be undertaken in a manner that seeks to ensure the preservation of capital in the overall portfolio.

Liquidity: The investment portfolio shall remain sufficiently liquid to meet all operating requirements that may be reasonably anticipated.

Return on Investments (Yield): The City's investments shall be designed with the objective of attaining a market rate of return throughout the budget and economic cycles, taking into account the investment risk constraints and liquidity needs.

DELEGATION OF AUTHORITY

The City Treasurer is appointed by the City Manager. The City Treasurer is currently the Finance Director. Pursuant to the Government Code, the City Council delegates the authority to invest or to reinvest funds, or to sell or exchange securities so purchased, to the City Treasurer for a one-year period. The City Treasurer is charged with the responsibility for carrying out the policies of the City Council and shall assume full responsibility for investment transactions until the delegation of authority is revoked or expires.

The daily cash management, investment transactions and account reconciliations are the primary responsibilities of the City Treasurer. These activities are also carried out by other members of the Finance Department under the direction of the City Treasurer. The City Treasurer shall establish procedures for the operation consistent with this investment policy.

The City Treasurer and authorized individuals acting in accordance with written procedures and the investment policy and exercising due diligence shall be relieved of personal responsibility for an individual security's credit risk or market price changes, provided deviations from expectations are reported in a timely fashion and appropriate action is taken to control adverse developments.

ETHICS AND CONFLICT OF INTEREST

Officers and employees involved in the investment process shall refrain from personal business activities that could conflict with proper execution of the investment program or which could impair their ability to make impartial decisions. Officers and employees involved in the investment process shall abide by the Conflict of Interest Code, (California Government Code Section 1090 et seq.) and the California Political Reform Act (California Government Code Section 81000 et seq.).

PERMITTED INVESTMENTS

California Government Code Sections 53601, 53635 and 16429.1 govern the investments permitted for purchase by the City. Eligible investments are summarized in the chart below. Specific footnotes pertaining to these investments can be found in Appendix I. Limitations and definitions of these investments can be found in Appendix II and in the Glossary of this Policy.

ELIGIBLE INVESTMENTS UNDER STATE CODE

Investment Type ^a	Maximum Maturity	Maximum Specified Percentage of Portfolio ^c	Minimum Quality Requirements
Local Agency Bonds	5 years ^b	None	None
U.S. Treasury Obligations	5 years ^b	None	None
State of California Obligations	5 years ^b	None	None
CA. Local Agency Obligations	5 years ^b	None	None
U.S. Agencies	5 years ^b	None	None
Bankers' Acceptances	180 days	40 percent	None
Commercial Paper	270 days	25 percent of the agency's money ^{f,e}	"A-1 or equivalent; if the issuer has issued long-term debt it must be rated "A" without regard to modifiers ^f
Certificates of Deposit	5 years	30 percent ^g	None
Repurchase Agreements	1 year	None	None
Reverse Repurchase Agreements and Securities Lending Agreements	92 days ^h	20 percent of the base value of the portfolio	None ⁱ
Medium-Term Notes ^j	5 years	30 percent	"A" rating
Mutual Funds	N/A	20 percent ^k	Multiple ^{l,m}
Collateralized Bank Deposits	5 years	None	None
Mortgage Related Securities	5 years	20 percent ^d	"AA" Rating ⁿ
Asset-Backed Securities	5 years	20 percent ^d	"AA" Rating ⁿ
<u>Supranationals</u>	<u>5 years</u>	<u>30 percent</u>	<u>"AA" Rating</u>
County Pooled Investment Funds	N/A	None	None
Joint Powers Authority Pool	N/A	None	Multiple ^o
Local Agency Investment Fund (LAIF)	N/A	None	None

INELIGIBLE INVESTMENTS

As provided in California Government Code section 53601.6, the City shall not invest any funds in inverse floaters, range notes, mortgage derived interest-only strips or in any security that could result in zero interest accrual if held to maturity.

ELIGIBLE INVESTMENTS FOR BOND PROCEEDS

Bond proceeds shall be invested in securities permitted by the applicable bond documents. If the bond documents are silent as to the permitted investments, bond proceeds will be invested in securities permitted by this Policy.

With respect to maximum maturities, the Policy authorizes investing bond reserve fund proceeds beyond five years if prudent in the opinion of the City Treasurer.

MAXIMUM MATURITIES

Notwithstanding the five year maturity limitation, the City Council grants its express authority per Government Code Section 53601 to invest with maturities extending beyond five years.

SELECTION OF BROKER/DEALERS

Each approved broker/dealer must possess an authorizing certificate from the California Commissioner of Corporations as required by Section 25210 of the California Corporations Code.

To be eligible, a firm must meet at least one of the following criteria:

1. be recognized as Primary Dealers by the Federal Reserve Bank of New York or have a primary dealer within their holding company structure, or
2. report voluntarily to the Federal Reserve Bank of New York, or
3. qualify under Securities and Exchange Commission (SEC) Rule 15c3-1 (Uniform Net Capital Rule).

The City Treasurer will select broker/dealers on the basis of their expertise in public cash management and their ability to provide service to the City's account. ~~Each authorized broker/dealer shall submit and annually update a City approved Broker/Dealer Information Request form that includes the firm's most recent financial statements.~~

The City may engage the services of investment advisory firms to assist in the management of the Portfolio. Such investment advisors may utilize their own list of approved broker/dealers; however, the list shall comply with the criteria listed above and shall be provided to the City on an annual basis or upon request.

In the event that an investment advisory firm is not used in the process of recommending a particular transaction in the City's portfolio, authorized broker/dealers shall submit and annually update a City approved broker/dealer information request form that includes the firm's most recent financial statements.

The City may purchase commercial paper from direct issuers even though they are not on the approved broker/dealer list as long as they meet the criteria outlined in the Eligible Investments section of this Investment Policy.

SAFEKEEPING AND CUSTODY

The City Treasurer shall select one or more financial institutions to provide safekeeping and custodial services for the City. A Safekeeping Agreement approved by the City shall be executed with each custodian bank prior to utilizing that bank's safekeeping services.

Custodian banks will be selected on the basis of their ability to provide services for the City's account and the competitive pricing of their safekeeping related services.

The purchase and sale of securities and repurchase agreement transactions shall be settled on a delivery versus payment basis. Ownership of all securities shall be perfected in the name of the City. Sufficient evidence to title shall be consistent with modern investment, banking and commercial practices.

All investment securities purchased by the City shall be delivered by book entry and shall be held in third-party safekeeping by the City approved custodian bank, its correspondent bank or the Depository Trust Company (DTC).

The City's custodian shall be required to furnish the City a list of holdings on at least a monthly basis and safekeeping receipts or customer confirmations shall be issued for each transaction.

INTERNAL CONTROL

The City Treasurer is responsible for establishing and maintaining an internal control structure designed to ensure that the assets of the City are protected from loss, theft or misuse. The internal control structure shall be designed to provide reasonable assurance that these objectives are met. The concept of reasonable assurance recognizes that the cost of a control should not exceed the benefits to be derived and that the valuation of costs and benefits requires estimates and judgments by management.

REPORTING

The City Treasurer shall provide a quarterly investment report to the City Council, which provides a clear picture of the status of the current investment portfolio. This report will be submitted to the City Council each quarter at a public meeting.

Schedules in the quarterly Treasurer's Report will include the following:

1. Investment type, issuer, date of maturity, par value and dollar amount invested in all securities, and investments and monies held by the City;
2. A description of the funds, investments and programs;
3. A market value as of the date of the report (or the most recent valuation as to assets not valued monthly) and the source of the valuation;
4. A statement of compliance with the investment policy or an explanation for non-compliance; and
5. A statement of the City's ability to meet expenditure requirements for six months, and an explanation of why money will not be available if that is the case.

The quarterly report shall state compliance of the portfolio to the investment policy, or manner in which the portfolio is not in compliance. The quarterly report shall also include a statement denoting the ability of the City to meet its expenditure

requirements for the next six months, or provide an explanation as to why sufficient money shall, or may, not be available.

POLICY REVIEW

The investment policy shall be adopted by resolution of the City Council. The investment policy shall be reviewed at least annually by Staff to ensure its consistency with the overall objectives of preservation of principal, liquidity and yield, and its relevance to current law and financial and economic trends. Any amendments to the policy shall be forwarded to the City Council for approval.

Appendix I

Table of Notes for Exhibit 1

- a. Sources: Government Code Sections 16429.1, 53601, 53601.8, 53635, and 53638.
- b. Government Code Section 53601 provides that the maximum term of any investment authorized under this section, unless otherwise stated, is five years. However, with the consent of this policy, the legislative body grants express authority to make investments as a part of an investment program approved by the legislative body that exceeds this five year maturity limit. The said approval must be issued no less than three months prior to the purchase of any security exceeding the five-year maturity limit.
- c. Percentages apply to all portfolio investments regardless of source of funds. For instance, cash from a reverse repurchase agreement would be subject to the restrictions.
- d. No more than 20 percent of the agency's funds may be in mortgage-backed securities, collateralized mortgage obligations, and consumer receivables as authorized under Section 53601 (o).
- e. No more than 10 percent of the City's funds may be invested in any one issuer.
- f. Issuing corporation must be organized and operating with the U.S. and have assets in excess of \$500,000,000 or meets other criteria as authorized by Government Code Section 53601 (h).
- g. No more than 30 percent of the City's total funds may be invested in Certificates of Deposits authorized under Sections 53601.8, 53635.8, and 53601 (i) combined.
- h. Reverse repurchase agreements or securities lending agreements may exceed the 92-day term if the agreement includes a written codicil guaranteeing a minimum earning or spread for the entire period between the sale of a security using a reverse repurchase agreement or securities lending agreement and the final maturity dates of the same security.
- i. Reverse repurchase agreements must be made only with primary dealers of the Federal Reserve Bank of New York or with a nationally or state chartered bank that has a significant relationship with the local agency. The local agency must have held the securities used for the agreements for at least 30 days.
- j. "Medium-term notes" are defined in Government Code Section 53601 as "all corporate and depository institution debt securities with a maximum remaining maturity of five years or less, issued by corporations organized and operating within the U.S. or by depository institutions licensed by the U.S. or any state and operating within the U.S." "Organized and Operating" is defined in Government Code Section 53601 (h).
- k. No more than 10 percent of the City's money may be invested in any one mutual fund.
- l. A mutual fund must receive the highest ranking by not less than two nationally recognized statistical ratings organizations or the fund must retain an investment advisor who is registered with the SEC (or exempt from registration), has assets under management in excess of \$500 million, and has at least five years experience investing in instruments authorized by Government Code Sections 53601 and 53635.
- m. A money market mutual fund must receive the highest ranking by not less than two nationally recognized statistical ratings organizations or retain an investment advisor registered with the SEC or exempt from registration and who has not less than five years experience investing in money market instruments with assets under management in excess of \$500 million.
- n. Issuer must have an "A" rating or better for the issuer's debt as provided by a nationally recognized statistical ratings organization.
- o. A joint powers authority pool must retain an investment advisor who is registered with the SEC (or exempt from registration), has assets under management in excess of \$500 million, and has at least five years experience investing in instruments authorized by Government Code Section 53601, subdivisions (a) to (n).

Appendix II

ELIGIBLE INVESTMENTS

- A. **State of California Local Agency Investment Fund (“LAIF”)**. The City may invest in LAIF pursuant to California Government Code Section 16429.1.
- B. **California Asset Management Trust**. The City may invest in the shares in the California Asset Management Trust, so long as the portfolio is rated among the top two rating categories by a Nationally Recognized Statistical Rating Organization (NRSRO). A maximum of \$40 million may be invested in this category, net of bond proceeds.
- C. **Certificates of Deposit**. Authorized under Sections 53601.8, 53635.8, and 53601(i). No more than 30% of the City’s total funds may be invested in Certificates of Deposit.
- D. **Banker’s Acceptances**. Banker’s acceptances issued by domestic or foreign banks, which are eligible for purchase by the Federal Reserve System. Purchases of banker’s acceptances may not exceed 180 days maturity. Investments in banker’s acceptances are further limited to 40% of the portfolio.
- E. **U.S. Government Issues**. United States Treasury notes, bonds, bills, or certificates of indebtedness, or those for which the faith and credit of the United States are pledged for the payment of principal and interest.
- F. **Federal Agency Securities**. Federal agency or United States government-sponsored enterprise obligations, participations, or other instruments, including those issued by or fully guaranteed as to principal and interest by federal agencies or United States government-sponsored enterprises.
- G. **Repurchase Agreements**. Repurchase agreements which have a final maturity not exceeding one year from the date of trade settlement. The City may enter into repurchase agreements with counterparties which have (i) minimum assets and capital of \$25 billion in assets and \$350 million in capital; (ii) five years of acceptable audited financial results; and (iii) a strong reputation among market participants.

The following collateral restrictions will be observed:

Only U.S. Treasury securities or Federal Agency securities will be acceptable collateral. All securities underlying repurchase agreements must be delivered to the City’s custodian bank versus payment or be handled under a properly executed tri-party repurchase agreement. The total market value of all collateral for each repurchase agreement must equal or exceed 102 percent of the total dollar value of the money invested by the City for the term of the investment. For any repurchase agreement with a term of more than one day, the value of the underlying securities must be reviewed on an on-going basis according to market conditions. Market value must be calculated each time there is a substitution of collateral.

The City or its Trustee shall have perfected first security interest under the Uniform Commercial Code in all securities subject to repurchase agreements. The City shall have properly executed a Professional Services Agreement with each counter party with which it enters into repurchase agreements.

H. Commercial Paper. Commercial paper of “prime” quality of the highest ranking or of the highest letter and number rating as provided by a NRSRO. The entity that issues commercial paper shall meet all of the following conditions in one of the following

- a. The entity meets the following criteria:
 - i. Is organized and operating within the United States as a general corporation.
 - ii. Have total assets in excess of \$500 million.
 - iii. Has debt other than commercial paper, if any, that is rated “A” or higher by a NRSRO

(or)

- b. The entity meets the following criteria:
 - i. Is organized within the United States as a special purpose corporation, trust, or limited liability company.
 - ii. Has program wide credit enhancements including, but not limited to, over collateralization, letters of credit, or surety bond.

Investments in commercial paper are limited to a maximum of 25% of the portfolio with no more than 5% of the portfolio invested in the commercial paper of any one issuer. Purchases shall not exceed 10 percent of the outstanding paper of the issuing corporation. The maximum investment maturity is restricted to 270 days.

I. Mutual Funds. Shares of beneficial interest issued by diversified management companies that are money market funds registered with the Securities and Exchange Commission (SEC) under the Investment Company Act of 1940 (15 U.S.C., Sec. 80a-1, et seq.).

The City may invest in shares of beneficial interest issued by a company which shall have met either of the following criteria:

- a. Attained the highest ranking or the highest letter and numerical rating provided by not less than two NRSROs.

(or)

- b. Retained an investment advisor registered or exempt from registration with the SEC with not less than five years experience in managing money market mutual funds with assets under management in excess of five hundred million dollars (\$500,000,000).

The purchase price of shares of beneficial interest purchased pursuant to this subdivision shall not include any commission that the companies may charge. Investments in Mutual Funds are limited to 20% of the portfolio and no more than 10% of the portfolio may be invested in any one fund.

J. Shares of Beneficial Interest issued by a joint powers authority organized pursuant to Section 6509.7 that invest in the securities and obligations authorized in subdivisions (a) to (o), inclusive, of California Government Code Section 53601. Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible under this section, the joint powers authority issuing the shares shall have retained an investment adviser that:

- (1) is registered or exempt from registration with the Securities and Exchange Commission.
- (2) has at least five years of experience investing in the securities and obligations authorized in subdivisions (a) to (o), inclusive, of California Government Code Section 53601.
- (3) has assets under management in excess of \$500,000,000.

K. The Sacramento County Investment Pool. The City may invest in this investment pool, established by the Sacramento County Treasurer for the benefit of local public agencies.

L. Municipal & State Obligations:

- A. Municipal bonds including registered notes or bonds of any of the 50 states, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by a state or by a department, board, agency, or authority of any of the 50 states.
- B. In addition, bonds, notes, warrants, or other evidences of indebtedness of any local agency in California, including bonds payable solely out of the revenues from a revenue-producing property owned, controlled, or operated by the local agency, or by a department, board, agency, or authority of the local agency.

M. Medium-Term Notes. Notes issued by corporations organized and operating within the United States or by depository institutions licensed by the United States or any state and operating within the United States, with a final maturity not exceeding five years from the date of trade settlement, and rated at least "A" or the equivalent by a NRSRO. Investments in medium-term notes are limited to 30% of the portfolio.

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N. Asset-Backed Securities. A mortgage passthrough security, collateralized mortgage obligation, mortgage-backed or other pay-through bond, equipment lease-backed certificate, consumer receivable passthrough certificate, or consumer receivable-backed bond of a maximum of five years' maturity. Securities eligible for investment under this subdivision shall be issued by an issuer having an "A" or higher rating for the issuer's debt as provided by an NRSRO and rated in a rating category of "AA" or its equivalent or better by an

NRSRO. Purchase of securities authorized by this subdivision may not exceed 20% of the portfolio.

O. Supranationals. United States dollar denominated senior unsecured unsubordinated obligations issued or unconditionally guaranteed by the International Bank for Reconstruction and Development, International Finance Corporation, or Inter-American Development Bank, with a maximum remaining maturity of five years or less, and eligible for purchase and sale within the United States. Investments under this subdivision shall be rated “AA” or better by an NRSRO and are limited to 30% of the portfolio.

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Securities that have been downgraded to a level that is below the minimum ratings described herein may be sold or held at the City's discretion. The portfolio will be brought back into compliance with Investment Policy guidelines as soon as is practical.

**CITY OF RANCHO CORDOVA
STATEMENT OF INVESTMENT POLICY**

**GLOSSARY OF TYPES OF INVESTMENTS
AVAILABLE TO LOCAL GOVERNMENTS**

STATE INVESTMENT POOL (LAIF)

The Local Agency Investment Fund (LAIF) is a voluntary program created by statute; began in 1977 as an investment alternative for California's local governments and special districts. The enabling legislation for the LAIF is Section 16429.1 et seq. of the California Government Code.

This program offers local agencies the opportunity to participate in a major portfolio, which invests hundreds of millions of dollars, using the investment expertise of the Treasurer's Office investment staff at no additional cost to the taxpayer. This in-house management team is comprised of civil servants who have each worked for the State Treasurer's Office for an average of 20 years.

The LAIF is part of the Pooled Money Investment Account (PMIA). The PMIA began in 1953 and oversight is provided by the Pooled Money Investment Board (PMIB) and an in-house Investment Committee. The PMIB members are the State Treasurer, Director of Finance, and State Controller.

The Local Investment Advisory Board (LIAB) provides oversight for LAIF. The Board consists of five members as designated by statute. The Chairman is the State Treasurer or his designated representative. Two members qualified by training and experience in the field of investment or finance, and the State Treasurer appoints two members who are treasurers, finance or fiscal officers or business managers employed by any county, city or local district or municipal corporation of this state. The term of each appointment is two years or at the pleasure of the appointing authority.

All securities are purchased under the authority of Government Code Section 16430 and 16480.4. The State Treasurer's Office takes delivery of all securities purchased on a delivery versus payment basis using a third party custodian. All investments are purchased at market and a market valuation is conducted monthly.

Additionally, the PMIA has Policies, Goals and Objectives for the portfolio to make certain that our goals of Safety, Liquidity and Yield are not jeopardized and that prudent management prevails. These policies are formulated by investment staff and reviewed by both the PMIB and the LIAB on an annual basis.

The State Treasurer's Office is audited by the Bureau of State Audits on an annual basis and the resulting opinion is posted to the STO website following its publication. The Bureau of State Audits also has a continuing audit process throughout the year. All investments and LAIF claims are audited on a daily basis by

the State Controller's Office as well as an in-house audit process involving three separate divisions.

Under Federal Law, the State of California cannot declare bankruptcy, thereby allowing the Government Code Section 16429.3 to stand. This Section states that "moneys placed with the Treasurer for deposit in the LAIF by cities, counties, special districts, nonprofit corporations, or qualified quasi-governmental agencies shall not be subject to either of the following: (a) transfer or loan pursuant to Sections 16310, 16312, or 16313, or (b) impoundment or seizure by any state official or state agency."

During the 2002 legislative session, California Government Code Section 16429.4 was added to the LAIF's enabling legislation. The Section states that "the right of a city, county, city and county, special district, nonprofit corporation, or qualified quasi-governmental agency to withdraw its deposited moneys from the LAIF, upon demand, may not be altered, impaired, or denied in any way, by any state official or state agency based upon the state's failure to adopt a State Budget by July 1 of each new fiscal year."

The LAIF has grown from 293 participants and \$468 million in 1977 to 2,669 participants and \$20 billion at the end of December 2012.

There is a limitation of \$50 million per legal entity within an agency. There is also a maximum of fifteen transactions, deposits or withdrawals per month.

County Pool Investment Funds

County Pool Investment Funds are local government investment pools operated on the County level. Funds are aggregated from public agencies and placed in the custody of the County Treasurer or Chief Finance Officer for investment and reinvestment. County pools have no maximum maturity and no specifications for the maximum percentage of a portfolio that can be invested in the pools. There are also no minimum rating requirements for the quality of these pools.

Joint Powers Authority Pools

Joint Powers Authority Pools (JPAs) are local government investment pools comprised of at least two entities and accredited by the California Joint Powers Authority (CAJPA). Each share shall represent an equal proportional interest in the underlying pool of securities owned by the joint powers authority. To be eligible, the joint powers authority issuing the shares shall have retained an investment adviser that meets all of the following criteria:

- (1) The adviser is registered or exempt from registration with the Securities and Exchange Commission,

(2) The adviser has not less than five years of experience investing in the securities and obligations authorized in Section 53601, subdivisions (a) to (n), and

(3) The adviser has assets under management in excess of five hundred million dollars (\$500,000,000).

CAMP (the California Asset Management Program), for instance, provides California public agencies, together with any bond trustee acting on behalf of such public agency, assistance with the investment of and accounting for bond proceeds and surplus funds. For bond proceeds, the objective of CAMP is to invest and account of such proceeds in compliance with arbitrage management and rebate requirements of the Internal Revenue Service. The program includes the California Asset Management Trust, a California common law trust organized in 1989. The Trust currently offers a professionally managed money market investment portfolio, the Cash Reserve Portfolio, to provide public agencies with a convenient method of pooling funds for temporary investment pending their expenditure. The Trust also provides record keeping, custodial and arbitrage rebate calculation services for bond proceeds. As part of the program, public agencies may also establish individual, professionally managed investment accounts.

The Pool seeks to attain as high a level of current income as is consistent with the preservation of principal. The Pool purchases only investments of the type in which public agencies are permitted by statute to invest surplus funds and proceeds of their own bonds.

Collateralized Bank Deposits

Bank deposits with appropriate securities (ie: surety bonds or letters of credit) pledged by the depositories in order to safeguard the underlying value of the original deposit. Such deposits shall have a final maturity not exceeding five years from the date of trade settlement. Investments in such issues are not limited in the portfolio.

CERTIFICATES OF DEPOSITS (CD)

Certificates of Deposits, sometimes known as "Jumbo Accounts" or "Fixed CD's" are savings accounts with Banks or Savings and Loans. These accounts are for a specific amount, have a set interest rate, and set maturity date. There is a substantial interest penalty if the CD is withdrawn prior to the maturity date.

The State law requires Public Fund CD's to be collateralized by the financial institution at 110% with US Government notes/bonds or at 150% with quality First Trust Deeds. This collateral can be waived if Federal Insurance (FDIC for banks or FSLIC for savings and loans) is available.

The City generally waives the collateralization requirements for the FDIC or FSLIC insurance. The waiver of collateral is a wide spread practice and will generally generate higher interest rates and provide the greatest security for the funds from the Federal Insurance Agencies.

NEGOTIABLE CERTIFICATE OF DEPOSIT (NCD)

This investment is similar to the Fixed CD's above. However, the NCD can be sold through a broker on a "secondary market" prior to the maturity date. Normally, NCD's are issued in \$500,000 and \$1,000,000 amounts. The State Code limits NCD's to not more than 30% of the local agency's portfolio and to a five-year maximum term. The security is the credit worthiness of the issuer. These deposits are uninsured and uncollateralized promissory notes.

BANKER'S ACCEPTANCES (BA)

A Banker's Acceptance is a time draft of invested funds, which has been drawn on and accepted for repayment by a bank. This financial instrument is generally used for short term (30 and 180 days) financing of export, import, or storage of goods. By accepting the draft (investment of City funds), the bank is liable for the payment at maturity. This bank liability makes the Banker's Acceptance a marketable investment. The State Code limits BA's to not more than 180 days to maturity and 40% of the local agency's portfolio. In addition, not more than 30% of the local agency's portfolio may be placed in any one bank.

US TREASURY BILLS

Commonly referred to as T-Bills, these are short-term marketable securities sold as obligations of the US Government. They are offered in three month, six month, nine month and one-year maturities. T-Bills do not accrue interest but are sold at a discount, and pay the face value at maturity.

US TREASURY NOTES

These are marketable, interest-bearing securities sold as obligations of the US Government with original maturities of one to ten years. Interest is paid semi-annually.

US TREASURY BONDS

These are the same as US Treasury Notes except they have original maturities of ten years or longer.

FEDERAL AGENCY ISSUES

Many Federal Government Agencies are authorized to issue short term and long term obligations that are used to finance various programs such as home loans, business loans, farm loans, etc. These Agencies were created by the Federal Government in the 1930's and have since become independent quasi-public agencies. The security for their issues is the guarantee of the Agency to pay. The Federal Government has only an implied liability to the extent that the Agency has an open credit line to borrow from the U.S. Treasury. It is widely accepted that Federal Agency issues are as secure as U.S. Government notes.

There is an active secondary market available to sell these issues prior to maturity. The issues are fairly liquid depending on the prevailing market interest rates at the time of sale.

Some of the more common agency notes are issued by the Federal National Mortgage Association (Fannie Mae), Federal Home Loan Banks, Federal Home Loan Mortgage Corporation (Freddie Mac), and the Federal Farm Credit Banks.

REPURCHASE AGREEMENTS AND REVERSE REPURCHASE AGREEMENTS (REPOS)

A Repurchase Agreement is a short-term investment agreement to loan City funds for a fixed period in return for a fixed interest rate and secured collateral, such as U.S. Treasuries or Agency Notes. This type of investment is usually done for overnight or very short term (7 days) investment of funds left in the general operating checking account. Reverse Repurchase agreements is a short-term investment, which is used to take advantage of market interest rate changes and increase the size of the portfolio. State law was amended in 1996 to limit the use of both repurchase and reverse repurchase agreements. The City Council must approve each reverse repurchase agreement.

COMMERCIAL PAPER (CP)

Commercial Paper is unsecured promissory notes of industrial corporations, utilities and bank holding companies. The notes are in bearer form in amounts starting at \$100,000. State law limits the City to investments in United States corporations having assets in excess of five hundred million dollars with an "A" or higher rating. Cities may not invest more than 25% of the portfolio in commercial paper and the CP's may not exceed a term of 270 days.

MUTUAL FUNDS

An investment company that pools money and can invest in a variety of securities, including fixed-income securities and money market instruments, cities may invest in Mutual Funds or Money Market funds that receive the highest ranking or the highest letter and numerical rating by two of the three largest nationally recognized statistical ratings organizations. The Mutual Funds must abide by the same investment restrictions and regulations that apply to public agencies in California. Money Market Funds must follow regulations specified the Security and Exchange Commission under the Investment Company Act of 1940. The City must verify that the Mutual Fund is in compliance with state laws for public agencies prior to purchasing shares.

GUARANTEED INVESTMENT CONTRACT (GIC)

This is an agreement acknowledging receipt of funds for deposit, specifying terms for withdrawal and guaranteeing a rate of interest to be paid. The investment follows all state laws for the investment of public funds.

ASSET-BACKED SECURITIES

Asset-backed securities are financial securities backed by a loan, lease or receivables against assets other than real estate and mortgage-backed securities. They are supported by pools of assets, such as installment loans or leases, or by pools of revolving lines of credits. Asset-backed securities are structured as trusts in order to perfect a security interest in the underlying assets. They shall have a final maturity

not exceeding five years from the date of trade settlement and no more than 20% of the local agency's portfolio may be invested in asset-backed securities. These securities must be rated at least AA by a nationally recognized statistical ratings organization, and the issuer's debt must be rated at least A.

MORTGAGE-RELATED SECURITIES

A type of asset-backed security that is secured by a mortgage or collection of mortgages and usually pays periodic payments that are similar to coupon payments. Furthermore, the mortgage must have originated from a regulated and authorized financial institution. Mortgage related securities shall have a final maturity not exceeding five years from the date of trade settlement and no more than 20% of the local agency's portfolio may be invested in mortgage related securities. These securities must be rated at least AA by a nationally recognized statistical ratings organization, and the issuer's debt must be rated at least A.

U.S. INSTRUMENTALITIES

Debt securities issued by international financial institutions, such as the World Bank, that provide development financing, advisory services, and/or other financial services to their member countries to achieve overall goal of improving living standards through sustainable economic growth. In 2014, the California Assembly passed Bill 1933, which will add bonds issued by certain supranational organizations effective January 1, 2015 to the list of permitted investments in the California Government Code.

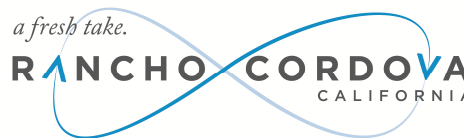
MEMORANDUM

DATE: March 21, 2016

TO: Honorable Mayor and Council Members

FROM: Liisa Behrends, Interim Finance Director

SUBJECT: **ADOPTION OF A RESOLUTION REVISING THE APPROPRIATIONS LIMIT FOR FY'S 2010/11 THROUGH 2015/16**



RECOMMENDATION

Adopt resolution 9-2016, revising the City's Appropriations Limits for Fiscal Years 2010/2011 through 2015/16.

RESULT OF RECOMMENDED ACTION

Approval of the Appropriations Limit and factors used therein will ensure compliance with state law.

BACKGROUND

Article XIIB of the California State Constitution sets limits on the amount of tax revenues that local governments can appropriate in a given year. Each year, the City of Rancho Cordova is required to adopt an Appropriations Limit as well as make an annual election to determine the adjustment factors that were used in calculating the Appropriations Limit. The limit, also referred to as the "GANN Limitation" is based on a delineation of revenues between those that are discretionary and those that are not discretionary. Discretionary revenues are those that the City can use for any purpose and non-discretionary revenues are those that are restricted in their use. The General Fund is usually considered to be discretionary while Special Revenue Funds are considered to be non-discretionary. Schedules 1 through 8 for each fiscal year are attached to the Resolution and form the basis of the Appropriations Limit calculation. The limit is increased by two factors:

- The change in the population of Rancho Cordova
- The change in the per capita income in California

The two factors used in 2010/11 GANN calculation were incorrect. Therefore the 2010/11 Appropriations Limit is being revised, and because the appropriations limit from the prior year is used to calculate the following year, the limits from 2010/11 through FY 2015/16 also need to be recalculated.

Resolution 09-2016 corrects the Appropriations Limit for FY 2010/11 from \$ 51,082,312 to \$50,399,373, FY 2011/12 from \$53,835,365 to \$52,377,366 FY 2012/13 \$56,390,089 to \$54,862,901, FY 2013/14 \$60,136,782 to \$58,508,124 FY 2014/15 from \$60,946,443 to \$57,308,537 and FY 2015/16 from \$64,457,832 to \$60,610,331.

ATTACHMENT

Resolution No. 9-2016.

CITY OF RANCHO CORDOVA

RESOLUTION NO. 9-2016

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA RESCINDING RESOLUTIONS 58-2014, 59-2014, AND 76-2015 AND ESTABLISHING THE CITY'S APPROPRIATIONS LIMITATION FOR FISCAL YEARS 2010/11, 2011/12, 2012/13 2013/14, 2014/15 and 2015/16

WHEREAS, the people of California on November 6, 1978 added Article XIII-B to the State Constitution placing various limitations on the appropriations of state and local governments; and

WHEREAS, the State Legislature adopted Chapters 1205 and 1342 of the 1980 Statutes which implemented Article XIII-B ; and

WHEREAS, the people of California on June 5, 1990 amended Article XIII-B Effective July 1, 1990 ; and

WHEREAS, the provisions of the amendments have been interpreted by a coalition of statewide organizations, and the organizations have issued through the League of California Cities revised guidelines to calculate the appropriations limit ; and

WHEREAS, section 7910 of the Government Code requires cities to adopt a resolution setting the annual appropriations limit at a regularly scheduled meeting or a noticed special meeting; and

WHEREAS, the City of Rancho Cordova has complied with the provisions of Article XII-B in circulating the Appropriations Limit for Fiscal Years, 2010/2011, 2011/2012, 2012/2013, 2013/2014, 2014/2015, and 2015/2016; and

NOW, THEREFORE BE IT RESOLVED by the City Council of the City of Rancho Cordova and shown on FY 2010/11 Schedules No.'s 1 through 8, **(Exhibit A)** FY 2011/12 Schedules No.'s 1 through 8, **(Exhibit B)**, FY 2012/13 Schedules No.'s 1 through 8, **(Exhibit C)**, FY 2013/14 Schedules No.'s 1 through 8, **(Exhibit D)**, FY 2014/15 Schedules No.'s 1 through 8, **(Exhibit E)**, and FY 2015/16 Schedules No.'s 1 through 8, **(Exhibit F)** that:

1. The Fiscal year 2010/11 Appropriations Limit Shall be \$50,399,373,
2. The annual election for Adjustment Factors shall be to use the growth in City population and the increase in the per-capita personal income for the State of California.,
3. The Fiscal year 2011/2 Appropriations Limit Shall be \$52,377,366,
4. The annual election for Adjustment Factors shall be to use the growth in City population and the increase in the per-capita personal income for the State of California.,
5. The Fiscal year 2012/13 Appropriations Limit Shall be \$54,862,901,

6. The annual election for Adjustment Factors shall be to use the growth in City population and the increase in the per-capita personal income for the State of California.,
7. The Fiscal year 2013/14 Appropriations Limit Shall be \$58,508,124,
8. The annual election for Adjustment Factors shall be to use the growth in City population and the increase in the per-capita personal income for the State of California.,
9. The Fiscal year 2014/15 Appropriations Limit Shall be \$57,308,537,
10. The annual election for Adjustment Factors shall be to use the growth in City population and the increase in the per-capita personal income for the State of California.,
11. The Fiscal year 2015/16 Appropriations Limit Shall be \$60,610,331,
12. The annual election for Adjustment Factors shall be to use the growth in City population and the increase in the per-capita personal income for the State of California.

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

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the ____ day of _____, 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

David M. Sander, Mayor

ATTEST:

Mindy Cuppy, MMC, City Clerk

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2010-11 GANN CALCULATIONS**

SCHEDULE NO. 1

	<i>USER FEES VERSUS COSTS</i>				FY 2010 - 2011 Fiscal Year
	Planning Services	Building & Safety	Engineering Fees	Legal Fees	
COSTS REASONABLY BORNE FEES	\$ 1,589,750 <u>871,000</u>	\$ 1,056,800 <u>1,392,300</u>	\$ 4,063,550 <u>3,399,400</u>	\$ 860,500 <u>270,900</u>	\$ 7,570,600 5,933,600
AMOUNT OF FEE REVENUE LESS THAN COST	\$ <u>(718,750)</u>	\$ <u>335,500</u>	\$ <u>(664,150)</u>	\$ <u>(589,600)</u>	\$ <u>(1,637,000)</u>

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2010-11 GANN CALCULATIONS

SCHEDULE NO. 2

ALLOCATION OF TAXES							
	General Fund		Special Revenue Fund		Total		
	Subject	Not Subject	Subject	Not Subject	Subject	Not Subject	
Property Taxes	\$ 8,206,100	\$ -	\$ -	\$ -	\$ 8,206,100	\$ -	
Property Taxes In Lieu	4,750,000	-	-	-	4,750,000	-	
Sales Taxes	9,748,000	-	-	-	9,748,000	-	
Other Taxes:							
Garbage Franchise Fee	-	785,000	-	-	-	785,000	
Cable Franchise Fee	-	310,000	-	-	-	310,000	
PG&E Franchise Fee	-	74,000	-	-	-	74,000	
Other Franchise	-	67,900	-	-	-	67,900	
Property Transfer Tax	262,000	-	-	-	262,000	-	
Police Tax	930,000	-	-	-	930,000	-	
Utility User Tax	1,961,400	-	-	-	1,961,400	-	
Transient Occupancy Tax	2,074,500	-	-	-	2,074,500	-	
Traffic Mitigation Fees	-	-	-	-	-	-	
TOTAL TAXES	27,932,000	1,236,900	-	-	27,932,000	1,236,900	
From State:							
Motor Vehicle In Lieu	170,800	-	-	-	170,800	-	
Gas Tax	-	-	-	987,300	-	987,300	
Homeowners Relief	100,000	-	-	-	100,000	-	
TDA	-	-	26,300	-	26,300	-	
SB 90 Reimbursements	-	-	-	-	-	-	
Sub-Total	270,800	-	26,300	987,300	297,100	987,300	
Other Intergovernmental							
Measure A Sales Tax	-	-	-	8,226,600	-	8,226,600	
Proposition 42	-	-	-	632,000	-	632,000	
CDBG Block Grant	-	-	-	1,103,730	-	1,103,730	
Other Intergovernmental Grants	-	45,000	-	-	-	45,000	
Sub-Total Other Intergovt'l	-	45,000	-	27,679,600	-	27,724,600	
Locally Raised:							
Sp. Benefit - Assmt. Districts	-	-	-	997,000	-	997,000	
Zinfandel Impact Fees	-	-	-	10,200	-	10,200	
Comm. Fac. Fees	-	-	-	587,500	-	587,500	
Traffic Impact Fees	-	-	-	1,147,500	-	1,147,500	
Park Renovation Fees	-	-	-	105,000	-	105,000	
Low Income Housing	-	-	-	15,000	-	15,000	
Sunrise Douglas Impact	-	-	-	1,855,100	-	1,855,100	
General Plan Impact	-	-	-	30,260	-	30,260	
Environmental Impact	-	-	-	-	-	-	
Mather Field Impact	-	-	-	-	-	-	
Roadway Improvement Fund	-	-	-	182,390	-	182,390	
Storm Water Utility Tax	-	-	-	1,079,000	-	1,079,000	
Licenses Permits & Fees	-	540,200	-	75,000	-	615,200	
Fines/Forfeitures & Penalties	-	1,157,000	-	-	-	1,157,000	
Rents	-	317,000	-	-	-	317,000	
Charges for Services	-	482,800	-	-	-	482,800	
Transfers In	-	892,000	-	-	-	892,000	
Other	-	-	-	35,000	-	35,000	
Sub-Total Locally Raised	-	3,389,000	-	6,118,950	-	9,507,950	
TOTAL ALL FUNDS	\$ 28,202,800	\$ 4,670,900	\$ 26,300	\$ 34,785,850	\$ 28,229,100	\$ 39,456,750	

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2010-11 GANN CALCULATIONS**

SCHEDULE NO. 3

INTEREST EARNINGS PRODUCED BY TAXES

	Amount	Source
A. Non-Interest Tax Proceeds	\$ 28,229,100	Worksheet # 2
B. Minus Exclusions	<u>7,045,372</u>	Worksheet # 7
C. Net Invested Taxes	<u>21,183,728</u>	(A-B)
D. Total Non-Interest Budget	<u>45,390,350</u>	Worksheet # 2
E. Tax Proceeds as % of Budget	46.67%	(C/D)
F. Interest Earnings	472,000	Budget
G. Amount of Interest Earned from Taxes	<u><u>\$ 220,283</u></u>	(E*F)
H. Amount of Interest Earned from Non-Taxes	<u><u>\$ 251,717</u></u>	(F-G)

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2010-11 GANN CALCULATIONS**

SCHEDULE NO. 4

APPROPRIATIONS SUBJECT TO LIMITATION

	Amount	Source
A. Proceeds of Taxes	\$ 28,449,383	Schedule No. 8
B. Exclusions	<u>7,045,372</u>	Schedule No. 7
C. Appropriations Subject to Limitation	<u>21,404,011</u>	(A-B)
D. Current Year Limitation	<u>50,399,373</u>	Schedule No. 6
E. Over/(Under) Limit	<u><u>\$ (28,995,362)</u></u>	(C-D)

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2010-11 GANN CALCULATIONS**

SCHEDULE NO. 5**APPROPRIATIONS LIMIT**

	<u>Source</u>	Corrected
A. Last Year's Limit	Voter Approved	\$ 49,062,242
B. Adjustment Factors		
1. Growth in Rancho Cordova Population	State Finance	1.0187
2. Growth in California Per Capita Income	State Finance	0.9746
Total Adjustment %	(B1 * B2)	0.9928
C. Annual Adjustment \$	(B*A)	<u>(352,021)</u>
D. Other Adjustments		
Lost Responsibility (-)		-
Transfer to Private (-)		-
Transfer to Fees (-)		-
Assumed Responsibility (+)		<u>1,689,152</u>
Subtotal		1,689,152
E. Total Adjustments	(C+D)	<u>1,337,131</u>
F. This Year's Limit	(A+E)	<u><u>\$ 50,399,373</u></u>

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2010-11 GANN CALCULATIONS**

SCHEDULE NO. 6

APPROPRIATIONS LIMIT ANALYSIS

FY 2009-2010 Appropriations Limit		\$ 49,062,242
Adjustment Factors		Corrected
Change in Per Capita Personal Income (FY 2010-2011)		1.0187
Increase in Rancho Cordova Population		0.9746
Factor for Fiscal Year 2010-2011		0.9928
Other Adjustments		1,689,152
FY 2010-2011 Appropriations Limit		\$ 50,399,373
FY 2010-2011 Proceeds of Taxes	28,449,383	
Exclusion	<u>(7,045,372)</u>	
FY 2010-2011 Appropriations Subject to Limit		<u>21,404,011</u>
FY 2010-2011 Appropriations Under Limit		\$ 28,995,362

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2010-11 GANN CALCULATIONS**

EXHIBIT A ⁶⁶

SCHEDULE NO. 7

EXCLUSIONS TO APPROPRIATIONS LIMIT

COURT ORDERS	\$	-
FEDERAL MANDATES		
FLSA Payments		12,600
Medicare Payments		73,672
Landfill Closure Costs		-
Underground Tank Monitoring		-
Unemployment Payments		-
TOTAL FEDERAL MANDATES		<u>86,272</u>
QUALIFIED CAPITAL OUTLAYS		
Technology Enhancements		123,000
Building Improvements		90,800
Vehicles		-
Other Capital Equipment		<u>30,600</u>
		244,400
QUALIFIED DEBT SERVICE		
Certificates of Participation		720,000
Transition Costs		-
Revenue Neutrality Payment		<u>6,714,700</u>
		6,714,700
TOTAL EXCLUDED APPROPRIATIONS	\$	<u><u>7,045,372</u></u>

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2010-11 GANN CALCULATIONS**

EXHIBIT A ⁶⁷

SCHEDULE NO. 8

CALCULATION OF PROCEEDS OF TAXES

REVENUE	Proceeds of Taxes	Non-Proceeds of Taxes	Total
Taxes	\$ 27,932,000	\$ 1,236,900	\$ 29,168,900
Subventions from State			-
Motor Vehicle In Lieu	170,800	-	170,800
Gas Tax	-	987,300	987,300
Homeowner's Relief	100,000	-	100,000
SB 90 Reimbursements	-	-	-
TDA	26,300	-	26,300
Other Intergovernmental	-	1,780,730	1,780,730
Locally Raised			-
Local Dedicated Sales Tax	-	8,226,600	8,226,600
Special Benefit-Landscape Assessments	-	997,000	997,000
Impact Fees	-	3,750,560	3,750,560
Grants	-	17,717,270	17,717,270
Licenses and Permits	-	615,200	615,200
Fines, Forfeiture and Penalties	-	1,157,000	1,157,000
Rents	-	317,000	317,000
Charges for Services	-	482,800	482,800
Storm Water Utility Tax	-	1,079,000	1,079,000
Roadway Improvement Fund	-	182,390	182,390
User Fees	-	5,933,600	5,933,600
Transfers In	-	892,000	892,000
Other	-	35,000	35,000
Subtotal	28,229,100	45,390,350	73,619,450
			-
Interest Earnings	220,283	251,717	472,000
Total Revenue	28,449,383	45,642,067	74,091,450
Reserve Withdrawals	-	-	-
TOTAL BUDGET APPROPRIATIONS	\$ 28,449,383	\$ 45,642,067	\$ 74,091,450

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2011-12 GANN CALCULATIONS

SCHEDULE NO. 1

	USER FEES VERSUS COSTS				
	Planning Services	Building & Safety	Engineering Fees	Legal Fees	FY 2011 - 2012 Fiscal Year
COSTS REASONABLY BORNE	\$ 1,384,300	\$ 1,091,000	\$ 3,306,500	\$ 962,000	\$ 6,743,800
FEES	<u>736,600</u>	<u>1,125,000</u>	<u>2,387,500</u>	<u>302,900</u>	<u>4,552,000</u>
AMOUNT OF FEE REVENUE LESS THAN COST	<u>\$ (647,700)</u>	<u>\$ 34,000</u>	<u>\$ (919,000)</u>	<u>\$ (659,100)</u>	<u>\$ (2,191,800)</u>

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2011-12 GANN CALCULATIONS

SCHEDULE NO. 2

ALLOCATION OF TAXES							
	General Fund		Special Revenue Fund		Total		
	Subject	Not Subject	Subject	Not Subject	Subject	Not Subject	
Property Taxes	\$ 7,574,000	\$ -	\$ -	\$ -	\$ 7,574,000	\$ -	-
Property Taxes In Lieu	4,585,000	-	-	-	4,585,000	-	-
Sales Taxes	10,544,000	-	-	-	10,544,000	-	-
Other Taxes:							
Garbage Franchise Fee	-	924,000	-	-	-	924,000	-
Cable Franchise Fee	-	420,000	-	-	-	420,000	-
PG&E Franchise Fee	-	74,000	-	-	-	74,000	-
Other Franchise	-	67,900	-	-	-	67,900	-
Property Transfer Tax	150,000	-	-	-	150,000	-	-
Police Tax	1,004,000	-	-	-	1,004,000	-	-
Utility User Tax	3,120,000	-	-	-	3,120,000	-	-
Transient Occupancy Tax	2,450,000	-	-	-	2,450,000	-	-
Traffic Mitigation Fees	-	-	-	-	-	-	-
TOTAL TAXES	29,427,000	1,485,900	-	-	29,427,000	1,485,900	
From State:							
Motor Vehicle In Lieu	200,000	-	-	-	200,000	-	-
Gas Tax	-	-	-	1,611,300	-	1,611,300	-
Homeowners Relief	110,000	-	-	-	110,000	-	-
TDA	-	-	37,860	-	37,860	-	-
SB 90 Reimbursements	-	-	-	-	-	-	-
Sub-Total	310,000	-	37,860	1,611,300	347,860	1,611,300	
Other Intergovernmental							
Measure A Sales Tax	-	-	-	6,515,500	-	6,515,500	-
Proposition 42	-	-	-	-	-	-	-
CDBG Block Grant	-	-	-	797,900	-	797,900	-
Other Intergovernmental	-	-	-	-	-	-	-
Grants	-	138,000	-	12,374,800	-	12,512,800	-
Sub-Total Other Intergovt'l	-	138,000	-	19,688,200	-	19,826,200	
Locally Raised:							
Sp. Benefit - Assmt. Districts	-	-	-	1,050,000	-	1,050,000	-
Zinfandel Impact Fees	-	-	-	6,400	-	6,400	-
Comm. Fac. Fees	-	-	-	478,900	-	478,900	-
Traffic Impact Fees	-	-	-	1,009,900	-	1,009,900	-
Park Renovation Fees	-	-	-	134,700	-	134,700	-
Low Income Housing	-	-	-	15,000	-	15,000	-
Sunrise Douglas Impact	-	-	-	2,597,100	-	2,597,100	-
General Plan Impact	-	-	-	15,800	-	15,800	-
Environmental Impact	-	-	-	-	-	-	-
Mather Field Impact	-	-	-	-	-	-	-
Roadway Improvement Fund	-	-	-	94,160	-	94,160	-
Storm Water Utility Tax	-	-	-	300,000	-	300,000	-
Licenses Permits & Fees	-	524,100	-	65,000	-	589,100	-
Fines/Forfeitures & Penalties	-	1,395,000	-	-	-	1,395,000	-
Rents	-	485,700	-	-	-	485,700	-
Charges for Services	-	322,100	-	-	-	322,100	-
Transfers In	-	828,700	-	100,000	-	928,700	-
Other	-	-	-	55,000	-	55,000	-
Sub-Total Locally Raised	-	3,555,600	-	5,921,960	-	9,477,560	
TOTAL ALL FUNDS	\$ 29,737,000	\$ 5,179,500	\$ 37,860	\$ 27,221,460	\$ 29,774,860	\$ 32,400,960	

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2011-12 GANN CALCULATIONS

SCHEDULE NO. 3

INTEREST EARNINGS PRODUCED BY TAXES

	Amount	Source
A. Non-Interest Tax Proceeds	\$ 29,774,860	Worksheet # 2
B. Minus Exclusions	<u>7,203,226</u>	Worksheet # 7
C. Net Invested Taxes	<u>22,571,634</u>	(A-B)
D. Total Non-Interest Budget	<u><u>36,952,960</u></u>	Worksheet # 2
E. Tax Proceeds as % of Budget	61.08%	(C/D)
F. Interest Earnings	160,000	Budget
G. Amount of Interest Earned from Taxes	<u><u>\$ 97,731</u></u>	(E*F)
H. Amount of Interest Earned from Non-Taxes	<u><u>\$ 62,269</u></u>	(F-G)

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2011-12 GANN CALCULATIONS**

SCHEDULE NO. 4

APPROPRIATIONS SUBJECT TO LIMITATION

	Amount	Source
A. Proceeds of Taxes	\$ 29,872,591	Schedule No. 8
B. Exclusions	<u>7,203,226</u>	Schedule No. 7
C. Appropriations Subject to Limitation	<u>22,669,365</u>	(A-B)
D. Current Year Limitation	<u>52,377,366</u>	Schedule No. 6
E. Over/(Under) Limit	<u>\$ (29,708,001)</u>	(C-D)

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2011-12 GANN CALCULATIONS**

SCHEDULE NO. 5

APPROPRIATIONS LIMIT

	<u>Amount</u>	<u>Source</u>
A. Last Year's Limit	\$ 50,399,373	Voter Approved
B. Adjustment Factors		
1. Growth in Rancho Cordova Population	1.0138	State Finance
2. Growth in California Per Capita Income	1.0251	State Finance
Total Adjustment %	1.0392	(B1 * B2)
C. Annual Adjustment \$	<u>1,977,993</u>	(B*A)
D. Other Adjustments		
Lost Responsibility (-)	-	
Transfer to Private (-)	-	
Transfer to Fees (-)	-	
Assumed Responsibility (+)	-	
Subtotal	<u>-</u>	
E. Total Adjustments	<u>1,977,993</u>	(C+D)
F. This Year's Limit	<u><u>\$ 52,377,366</u></u>	(A+E)

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2011-12 GANN CALCULATIONS

SCHEDULE NO. 6

APPROPRIATIONS LIMIT ANALYSIS

FY 2010-2011 Appropriations Limit **\$ 50,399,373**

Adjustment Factors

Change in Per Capita Personal Income (FY 2011-2012) 1.0251

Increase in Rancho Cordova Population 1.0138

Factor for Fiscal Year 2011-2012 1.0392

FY 2011-2012 Appropriations Limit **\$ 52,377,366**

FY 2011-2012 Proceeds of Taxes 29,872,591
Exclusion (7,203,226)

FY 2011-2012 Appropriations Subject to Limit **22,669,365**

FY 2011-2012 Appropriations Under Limit **\$ 29,708,001**

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2011-12 GANN CALCULATIONS**

SCHEDULE NO. 7

EXCLUSIONS TO APPROPRIATIONS LIMIT

COURT ORDERS	\$	-
FEDERAL MANDATES		
FLSA Payments		-
Medicare Payments		75,126
Landfill Closure Costs		-
Underground Tank Monitoring		-
Unemployment Payments		-
TOTAL FEDERAL MANDATES		<u>75,126</u>
QUALIFIED CAPITAL OUTLAYS		
Technology Enhancements		59,500
Building Improvements		114,000
Vehicles		-
Other Capital Equipment		<u>30,600</u>
		204,100
QUALIFIED DEBT SERVICE		
Certificates of Participation		720,200
Revenue Neutrality Payment		<u>6,924,000</u>
		6,924,000
TOTAL EXCLUDED APPROPRIATIONS	\$	<u>7,203,226</u>

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2011-12 GANN CALCULATIONS**

SCHEDULE NO. 8

CALCULATION OF PROCEEDS OF TAXES

REVENUE	Proceeds of Taxes	Non-Proceeds of Taxes	Total
Taxes	\$ 29,427,000	\$ 1,485,900	\$ 30,912,900
Subventions from State			-
Motor Vehicle In Lieu	200,000	-	200,000
Gas Tax	-	1,611,300	1,611,300
Homeowner's Relief	110,000	-	110,000
SB 90 Reimbursements	-	-	-
TDA	37,860	-	37,860
Other Intergovernmental	-	797,900	797,900
Locally Raised			-
Local Dedicated Sales Tax	-	6,515,500	6,515,500
Special Benefit-Landscape Assessments	-	1,050,000	1,050,000
Impact Fees	-	4,257,800	4,257,800
Grants	-	12,512,800	12,512,800
Licenses and Permits	-	589,100	589,100
Fines, Forfeiture and Penalties	-	1,395,000	1,395,000
Rents	-	485,700	485,700
Charges for Services	-	322,100	322,100
Storm Water Utility Tax	-	300,000	300,000
Roadway Improvement Fund	-	94,160	94,160
User Fees	-	4,552,000	4,552,000
Transfers In	-	928,700	928,700
Other	-	55,000	55,000
Subtotal	29,774,860	36,952,960	66,727,820
			-
Interest Earnings	97,731	62,269	160,000
Total Revenue	29,872,591	37,015,229	66,887,820
Reserve Withdrawals	-	-	-
TOTAL BUDGET APPROPRIATIONS	\$ 29,872,591	\$ 37,015,229	\$ 66,887,820

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2012-13 GANN CALCULATIONS

SCHEDULE NO. 1

USER FEES VERSUS COSTS					
	Planning Services	Building & Safety	Engineering Fees	Legal Fees	FY 2012 - 2013 Fiscal Year
COSTS REASONABLY BORNE	\$ 1,302,600	\$ 1,053,100	\$ 3,002,600	\$ 672,800	\$ 6,031,100
FEES	<u>667,300</u>	<u>1,250,000</u>	<u>1,704,700</u>	<u>297,100</u>	<u>3,919,100</u>
AMOUNT OF FEE REVENUE LESS THAN COST	<u>\$ (635,300)</u>	<u>\$ 196,900</u>	<u>\$ (1,297,900)</u>	<u>\$ (375,700)</u>	<u>\$ (2,112,000)</u>

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2012-13 GANN CALCULATIONS**

SCHEDULE NO. 2

ALLOCATION OF TAXES						
	General Fund		Special Revenue Fund		Total	
	Subject	Not Subject	Subject	Not Subject	Subject	Not Subject
Property Taxes	\$ 6,656,000	\$ -	\$ -	\$ -	\$ 6,656,000	\$ -
Property Taxes In Lieu	4,646,000	-	-	-	4,646,000	-
Sales Taxes	11,576,000	-	-	-	11,576,000	-
Other Taxes:						
Garbage Franchise Fee	-	1,324,000	-	-	-	1,324,000
Cable Franchise Fee	-	475,000	-	-	-	475,000
PG&E Franchise Fee	-	83,000	-	-	-	83,000
Other Franchise	-	70,000	-	-	-	70,000
Property Transfer Tax	150,000	-	-	-	150,000	-
Police Tax	1,076,800	-	-	-	1,076,800	-
Utility User Tax	3,595,000	-	-	-	3,595,000	-
Transient Occupancy Tax	2,480,000	-	-	-	2,480,000	-
Other Taxes	110,000	-	-	-	110,000	-
Traffic Mitigation Fees	-	-	-	-	-	-
TOTAL TAXES	30,289,800	1,952,000	-	-	30,289,800	1,952,000
From State:						
Motor Vehicle In Lieu	30,000	-	-	-	30,000	-
Gas Tax	-	-	-	1,758,100	-	1,758,100
Homeowners Relief	110,000	-	-	-	110,000	-
TDA	-	-	39,900	-	39,900	-
SB 90 Reimbursements	-	-	-	-	-	-
Sub-Total	140,000	-	39,900	1,758,100	179,900	1,758,100
Other Intergovernmental	-	338,200	-	-	-	338,200
Measure A Sales Tax	-	-	-	2,077,400	-	2,077,400
Proposition 42	-	-	-	-	-	-
CDBG Block Grant	-	-	-	762,000	-	762,000
Other Intergovernmental	-	-	-	-	-	-
Grants	-	138,000	-	8,226,600	-	8,364,600
Sub-Total Other Intergovt'l	-	476,200	-	11,066,000	-	11,542,200
Locally Raised:						
Sp. Benefit - Assmt. Districts	-	-	-	1,364,300	-	1,364,300
Zinfandel Impact Fees	-	-	-	7,900	-	7,900
Comm. Fac. Fees	-	-	-	838,800	-	838,800
Traffic Impact Fees	-	-	-	1,672,700	-	1,672,700
Park Renovation Fees	-	-	-	183,000	-	183,000
Low Income Housing	-	-	-	-	-	-
Sunrise Douglas Impact	-	-	-	2,693,800	-	2,693,800
General Plan Impact	-	-	-	60,000	-	60,000
Environmental Impact	-	-	-	-	-	-
Mather Field Impact	-	-	-	-	-	-
Roadway Improvement Fund	-	-	-	494,200	-	494,200
Storm Water Utility Tax	-	-	-	300,000	-	300,000
Licenses Permits & Fees	-	749,100	-	80,000	-	829,100
Fines/Forfeitures & Penalties	-	1,281,500	-	-	-	1,281,500
Rents	-	486,400	-	-	-	486,400
Charges for Services	-	320,100	-	-	-	320,100
Transfers In	-	419,700	-	500,000	-	919,700
Other	-	-	-	54,500	-	54,500
Sub-Total Locally Raised	-	3,256,800	-	8,249,200	-	11,506,000
TOTAL ALL FUNDS	\$ 30,429,800	\$ 5,685,000	\$ 39,900	\$ 21,073,300	\$ 30,469,700	\$ 26,758,300

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2012-13 GANN CALCULATIONS**

SCHEDULE NO. 3

INTEREST EARNINGS PRODUCED BY TAXES

	Amount	Source
A. Non-Interest Tax Proceeds	\$ 30,469,700	Worksheet # 2
B. Minus Exclusions	<u>7,399,425</u>	Worksheet # 7
C. Net Invested Taxes	<u>23,070,275</u>	(A-B)
D. Total Non-Interest Budget	<u><u>30,677,400</u></u>	Worksheet # 2
E. Tax Proceeds as % of Budget	75.20%	(C/D)
F. Interest Earnings	226,000	Budget
G. Amount of Interest Earned from Taxes	<u><u>\$ 169,958</u></u>	(E*F)
H. Amount of Interest Earned from Non-Taxes	<u><u>\$ 56,042</u></u>	(F-G)

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2012-13 GANN CALCULATIONS**

SCHEDULE NO. 4

APPROPRIATIONS SUBJECT TO LIMITATION

	Amount	Source
A. Proceeds of Taxes	\$ 30,639,658	Schedule No. 8
B. Exclusions	<u>7,399,425</u>	Schedule No. 7
C. Appropriations Subject to Limitation	<u>23,240,233</u>	(A-B)
D. Current Year Limitation	<u>54,862,901</u>	Schedule No. 6
E. Over/(Under) Limit	<u><u>\$ (31,622,668)</u></u>	(C-D)

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2012-13 GANN CALCULATIONS**

SCHEDULE NO. 5

APPROPRIATIONS LIMIT

	<u>Amount</u>	<u>Source</u>
A. Last Year's Limit	\$ 52,377,366	Voter Approved
B. Adjustment Factors		
1. Growth in Rancho Cordova Population	1.0094	State Finance
2. Growth in California Per Capita Income	1.0377	State Finance
Total Adjustment %	1.0475	(B1 * B2)
C. Annual Adjustment \$	<u>2,485,535</u>	(B*A)
D. Other Adjustments		
Lost Responsibility (-)	-	
Transfer to Private (-)	-	
Transfer to Fees (-)	-	
Assumed Responsibility (+)	<u>-</u>	
Subtotal	-	
E. Total Adjustments	<u>2,485,535</u>	(C+D)
F. This Year's Limit	<u><u>\$ 54,862,901</u></u>	(A+E)

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2012-13 GANN CALCULATIONS

SCHEDULE NO. 6

APPROPRIATIONS LIMIT ANALYSIS

FY 2011-2012 Appropriations Limit		\$ 52,377,366
Adjustment Factors		
Change in Per Capita Personal Income (FY 2012-2013)		1.0377
Increase in Rancho Cordova Population		1.0094
Factor for Fiscal Year 2012-2013		1.0475
 FY 2012-2013 Appropriations Limit		 \$ 54,862,901
FY 2012-2013 Proceeds of Taxes	30,639,658	
Exclusion	<u>(7,399,425)</u>	
 FY 2012-2013 Appropriations Subject to Limit		 <u>23,240,233</u>
 FY 2012-2013 Appropriations Under Limit		 \$ 31,622,668

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2012-13 GANN CALCULATIONS**

SCHEDULE NO. 7

EXCLUSIONS TO APPROPRIATIONS LIMIT

COURT ORDERS	\$	-
FEDERAL MANDATES		
FLSA Payments		24,800
Medicare Payments		75,925
Landfill Closure Costs		-
Underground Tank Monitoring		-
Unemployment Payments		-
TOTAL FEDERAL MANDATES		<u>100,725</u>
QUALIFIED CAPITAL OUTLAYS		
Technology Enhancements		6,200
Building Improvements		28,500
Vehicles		-
Other Capital Equipment		-
		<u>34,700</u>
QUALIFIED DEBT SERVICE		
Certificates of Participation		958,700
Revenue Neutrality Payment		7,264,000
		<u>7,264,000</u>
TOTAL EXCLUDED APPROPRIATIONS	\$	<u>7,399,425</u>

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2012-13 GANN CALCULATIONS

SCHEDULE NO. 8

CALCULATION OF PROCEEDS OF TAXES

REVENUE	Proceeds of Taxes	Non-Proceeds of Taxes	Total
Taxes	\$ 30,289,800	\$ 1,952,000	\$ 32,241,800
Subventions from State			-
Motor Vehicle In Lieu	30,000	-	30,000
Gas Tax	-	1,758,100	1,758,100
Homeowner's Relief	110,000	-	110,000
SB 90 Reimbursements	-	-	-
TDA	39,900	-	39,900
Other Intergovernmental	-	1,100,200	1,100,200
Locally Raised		-	-
Local Dedicated Sales Tax	-	2,077,400	2,077,400
Special Benefit-Landscape Assessments	-	1,364,300	1,364,300
Impact Fees	-	5,456,200	5,456,200
Grants	-	8,364,600	8,364,600
Licenses and Permits	-	829,100	829,100
Fines, Forfeiture and Penalties	-	1,281,500	1,281,500
Rents	-	486,400	486,400
Charges for Services	-	320,100	320,100
Storm Water Utility Tax	-	300,000	300,000
Roadway Improvement Fund	-	494,200	494,200
User Fees	-	3,919,100	3,919,100
Transfers In	-	919,700	919,700
Other	-	54,500	54,500
Subtotal	30,469,700	30,677,400	61,147,100
			-
Interest Earnings	169,958	56,042	226,000
Total Revenue	30,639,658	30,733,442	61,373,100
Reserve Withdrawals	-	-	-
TOTAL BUDGET APPROPRIATIONS	\$ 30,639,658	\$ 30,733,442	\$ 61,373,100

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2013-14 GANN CALCULATIONS

SCHEDULE NO. 1

USER FEES VERSUS COSTS

	Planning Services	Building & Safety	Engineering Fees	Legal Fees	FY 2013 - 2014 Fiscal Year
COSTS REASONABLY BORNE FEES	\$ 1,243,500 <u>364,200</u>	\$ 1,282,500 <u>1,606,000</u>	\$ 3,173,900 <u>2,081,800</u>	\$ 603,000 <u>180,600</u>	\$ 6,302,900 4,232,600
AMOUNT OF FEE REVENUE LESS THAN COST	<u>\$ (879,300)</u>	<u>\$ 323,500</u>	<u>\$ (1,092,100)</u>	<u>\$ (422,400)</u>	<u>\$ (2,070,300)</u>

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2013-14 GANN CALCULATIONS

SCHEDULE NO. 2

ALLOCATION OF TAXES							
	General Fund		Special Revenue Fund		Total		
	Subject	Not Subject	Subject	Not Subject	Subject	Not Subject	
Property Taxes	\$ 6,992,300	\$ -	\$ -	\$ -	\$ 6,992,300	\$ -	-
Property Taxes In Lieu	4,819,500	-	-	-	4,819,500	-	-
Sales Taxes	12,380,500	-	-	-	12,380,500	-	-
Other Taxes:							
Garbage Franchise Fee	-	1,071,000	-	-	-	1,071,000	-
Cable Franchise Fee	-	475,000	-	-	-	475,000	-
PG&E Franchise Fee	-	83,000	-	-	-	83,000	-
Other Franchise	-	85,000	-	-	-	85,000	-
Property Transfer Tax	180,000	-	-	-	180,000	-	-
Police Tax	1,171,900	-	-	-	1,171,900	-	-
Utility User Tax	3,430,000	-	-	-	3,430,000	-	-
Transient Occupancy Tax	2,589,000	-	-	-	2,589,000	-	-
Other Taxes	82,000	-	-	-	82,000	-	-
Traffic Mitigation Fees	-	-	-	-	-	-	-
TOTAL TAXES	31,645,200	1,714,000	-	-	31,645,200	1,714,000	
From State:							
Motor Vehicle In Lieu	33,000	-	-	-	33,000	-	-
Gas Tax	-	-	-	1,882,500	-	1,882,500	-
Homeowners Relief	110,000	-	-	-	110,000	-	-
TDA	-	-	44,600	-	44,600	-	-
SB 90 Reimbursements	-	21,000	-	-	-	21,000	-
Sub-Total	143,000	21,000	44,600	1,882,500	187,600	1,903,500	
Other Intergovernmental	-	137,800	-	-	-	137,800	-
Measure A Sales Tax	-	-	-	4,689,100	-	4,689,100	-
Proposition 42	-	-	-	-	-	-	-
CDBG Block Grant	-	-	-	531,000	-	531,000	-
Other Intergovernmental	-	-	-	-	-	-	-
Grants	-	247,800	-	11,354,000	-	11,601,800	-
Sub-Total Other Intergovt'l	-	385,600	-	16,574,100	-	16,959,700	
Locally Raised:							
Sp. Benefit - Assmt. Districts	-	-	-	3,277,700	-	3,277,700	-
Zinfandel Impact Fees	-	-	-	3,600	-	3,600	-
Comm. Fac. Fee	-	-	-	733,700	-	733,700	-
CFF - Library	-	-	-	80,900	-	80,900	-
Traffic Impact Fees	-	-	-	787,800	-	787,800	-
Park Renovation Fees	-	-	-	234,000	-	234,000	-
Low Income Housing	-	-	-	-	-	-	-
Sunrise Douglas Impact	-	-	-	2,583,400	-	2,583,400	-
General Plan Impact	-	-	-	64,200	-	64,200	-
Environmental Impact	-	-	-	-	-	-	-
Mather Field Impact	-	-	-	-	-	-	-
Roadway Improvement Fund	-	-	-	95,100	-	95,100	-
Storm Water Utility Tax	-	-	-	600,000	-	600,000	-
Licenses Permits & Fees	-	628,100	-	85,000	-	713,100	-
Fines/Forfeitures & Penalties	-	1,466,400	-	-	-	1,466,400	-
Rents	-	602,100	-	-	-	602,100	-
Charges for Services	-	349,500	-	-	-	349,500	-
Transfers In	-	682,900	-	350,000	-	1,032,900	-
Other	-	165,000	-	38,000	-	203,000	-
Sub-Total Locally Raised	-	3,894,000	-	8,933,400	-	12,827,400	
TOTAL ALL FUNDS	\$ 31,788,200	\$ 6,014,600	\$ 44,600	\$ 27,390,000	\$ 31,832,800	\$ 33,404,600	

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2013-14 GANN CALCULATIONS**

SCHEDULE NO. 3

INTEREST EARNINGS PRODUCED BY TAXES

	Amount	Source
A. Non-Interest Tax Proceeds	\$ 31,832,800	Worksheet # 2
B. Minus Exclusions	<u>7,806,461</u>	Worksheet # 7
C. Net Invested Taxes	<u>24,026,339</u>	(A-B)
D. Total Non-Interest Budget	<u><u>37,637,200</u></u>	Worksheet # 2
E. Tax Proceeds as % of Budget	63.84%	(C/D)
F. Interest Earnings	139,200	Budget
G. Amount of Interest Earned from Taxes	<u><u>\$ 88,861</u></u>	(E*F)
H. Amount of Interest Earned from Non-Taxes	<u><u>\$ 50,339</u></u>	(F-G)

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2013-14 GANN CALCULATIONS**

SCHEDULE NO. 4

APPROPRIATIONS SUBJECT TO LIMITATION

	Amount	Source
A. Proceeds of Taxes	\$ 31,921,661	Schedule No. 8
B. Exclusions	<u>7,806,461</u>	Schedule No. 7
C. Appropriations Subject to Limitation	<u>24,115,200</u>	(A-B)
D. Current Year Limitation	<u>58,508,124</u>	Schedule No. 6
E. Over/(Under) Limit	<u>\$ (34,392,924)</u>	(C-D)

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2013-14 GANN CALCULATIONS**

SCHEDULE NO. 5

APPROPRIATIONS LIMIT

	<u>Amount</u>	<u>Source</u>
A. Last Year's Limit	\$ 54,862,901	Voter Approved
B. Adjustment Factors		
1. Growth in Rancho Cordova Population	1.0145	State Finance
2. Growth in California Per Capita Income	1.0512	State Finance
Total Adjustment %	1.0664	(B1 * B2)
C. Annual Adjustment \$	<u>3,645,223</u>	(B*A)
D. Other Adjustments		
Lost Responsibility (-)	-	
Transfer to Private (-)	-	
Transfer to Fees (-)	-	
Assumed Responsibility (+)	-	
Subtotal	<u>-</u>	
E. Total Adjustments	<u>3,645,223</u>	(C+D)
F. This Year's Limit	<u><u>\$ 58,508,124</u></u>	(A+E)

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2013-14 GANN CALCULATIONS

SCHEDULE NO. 6

APPROPRIATIONS LIMIT ANALYSIS

FY 2012-2013 Appropriations Limit **\$ 54,862,901**

Adjustment Factors

Change in Per Capita Personal Income (FY 2012-2013) 1.0512

Increase in Rancho Cordova Population 1.0145

Factor for Fiscal Year 2013-2014 1.0664

FY 2013-2014 Appropriations Limit **\$ 58,508,124**

FY 2013-2014 Proceeds of Taxes	31,921,661
Exclusion	<u>(7,806,461)</u>

FY 2013-2014 Appropriations Subject to Limit **24,115,200**

FY 2013-2014 Appropriations Under Limit **\$ 34,392,924**

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2013-14 GANN CALCULATION

SCHEDULE NO. 7

EXCLUSIONS TO APPROPRIATIONS LIMIT

COURT ORDERS	\$	-
FEDERAL MANDATES		
FLSA Payments		22,000
Medicare Payments		84,861
Landfill Closure Costs		-
Underground Tank Monitoring		-
Unemployment Payments		-
TOTAL FEDERAL MANDATES		106,861
QUALIFIED CAPITAL OUTLAYS		
Technology Enhancements		92,500
Building Improvements		107,100
Vehicles		-
Other Capital Equipment		-
		199,600
QUALIFIED DEBT SERVICE		
Certificates of Participation		968,200
Revenue Neutrality Payment		7,500,000
		7,500,000
TOTAL EXCLUDED APPROPRIATIONS	\$	<u><u>7,806,461</u></u>

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2013-14 GANN CALCULATIONS**

SCHEDULE NO. 8

CALCULATION OF PROCEEDS OF TAXES

REVENUE	Proceeds of Taxes	Non-Proceeds of Taxes	Total
Taxes	\$ 31,645,200	\$ 1,714,000	\$ 33,359,200
Subventions from State			-
Motor Vehicle In Lieu	33,000	-	33,000
Gas Tax	-	1,882,500	1,882,500
Homeowner's Relief	110,000	-	110,000
SB 90 Reimbursements	-	21,000	21,000
TDA	44,600	-	44,600
Other Intergovernmental	-	668,800	668,800
Locally Raised			-
Local Dedicated Sales Tax	-	4,689,100	4,689,100
Special Benefit-Landscape Assessments	-	3,277,700	3,277,700
Impact Fees	-	4,487,600	4,487,600
Grants	-	11,601,800	11,601,800
Licenses and Permits	-	713,100	713,100
Fines, Forfeiture and Penalties	-	1,466,400	1,466,400
Rents	-	602,100	602,100
Charges for Services	-	349,500	349,500
Storm Water Utility Tax	-	600,000	600,000
Roadway Improvement Fund	-	95,100	95,100
User Fees	-	4,232,600	4,232,600
Transfers In	-	1,032,900	1,032,900
Other	-	203,000	203,000
Subtotal	31,832,800	37,637,200	69,470,000
Interest Earnings	88,861	50,339	139,200
Total Revenue	31,921,661	37,687,539	69,609,200
Reserve Withdrawals	-	-	-
TOTAL BUDGET APPROPRIATIONS	\$ 31,921,661	\$ 37,687,539	\$ 69,609,200

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2014-15 GANN CALCULATIONS

SCHEDULE NO. 1

USER FEES VERSUS COSTS

	Planning Services	Building & Safety	Engineering Fees	Legal Fees	FY 2014 - 2015 Fiscal Year
COSTS REASONABLY BORNE	\$ 1,245,400	\$ 1,291,500	\$ 3,311,900	\$ 594,000	\$ 6,442,800
FEES	<u>435,300</u>	<u>1,657,000</u>	<u>2,056,800</u>	<u>203,900</u>	<u>4,353,000</u>
AMOUNT OF FEE REVENUE LESS THAN COST	<u>\$ (810,100)</u>	<u>\$ 365,500</u>	<u>\$ (1,255,100)</u>	<u>\$ (390,100)</u>	<u>\$ (2,089,800)</u>

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2014-15 GANN CALCULATIONS**

SCHEDULE NO. 2

ALLOCATION OF TAXES					
	General Fund		Special Revenue Fund		Total
	Subject	Not Subject	Subject	Subject	Not Subject
Property Taxes	\$ 7,202,100	\$ -	\$ -	\$ 7,202,100	\$ -
Property Taxes In Lieu	4,964,100	-	-	4,964,100	-
Sales Taxes	12,956,100	-	-	12,956,100	-
Other Taxes:					
	-	1,271,000	-	-	1,271,000
	-	475,000	-	-	475,000
	-	83,000	-	-	83,000
	-	85,000	-	-	85,000
	200,000	-	-	200,000	-
	1,230,600	-	-	1,230,600	-
	3,462,000	-	-	3,462,000	-
	2,639,700	-	-	2,639,700	-
	145,000	-	-	145,000	-
	-	-	-	-	-
TOTAL TAXES	32,799,600	1,914,000	-	32,799,600	1,914,000
From State:					
	33,000	-	-	33,000	-
	-	-	-	-	1,902,000
	110,000	-	-	110,000	-
	-	-	45,000	45,000	-
	-	21,000	-	-	21,000
	143,000	21,000	45,000	188,000	1,923,000
	-	139,400	-	-	139,400
	-	-	-	-	1,976,100
	-	-	-	-	-
	-	-	-	-	531,000
	-	-	-	-	-
	-	247,800	-	-	2,163,800
	-	387,200	-	-	4,810,300
Locally Raised:					
	-	-	-	-	1,498,000
	-	-	-	-	3,600
	-	-	-	-	805,800
	-	-	-	-	82,600
	-	-	-	-	795,700
	-	-	-	-	257,000
	-	-	-	-	-
	-	-	-	-	2,609,100
	-	-	-	-	69,300
	-	-	-	-	-
	-	-	-	-	-
	-	-	-	-	96,000
	-	-	-	-	300,000
	-	639,100	-	-	724,100
	-	1,431,200	-	-	1,431,200
	-	614,200	-	-	614,200
	-	260,500	-	-	260,500
	-	739,300	-	-	1,239,700
	-	-	-	-	38,000
	-	3,684,300	-	-	10,824,800
TOTAL ALL FUNDS	\$ 32,942,600	\$ 6,006,500	\$ 45,000	\$ 32,987,600	\$ 19,472,100

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2014-15 GANN CALCULATIONS

SCHEDULE NO. 3

INTEREST EARNINGS PRODUCED BY TAXES

	Amount	Source
A. Non-Interest Tax Proceeds	\$ 32,987,600	Worksheet # 2
B. Minus Exclusions	<u>8,177,120</u>	Worksheet # 7
C. Net Invested Taxes	<u>24,810,480</u>	(A-B)
D. Total Non-Interest Budget	<u><u>23,825,100</u></u>	Worksheet # 2
E. Tax Proceeds as % of Budget	104.14%	(C/D)
F. Interest Earnings	144,000	Budget
G. Amount of Interest Earned from Taxes	<u><u>\$ 149,956</u></u>	(E*F)
H. Amount of Interest Earned from Non-Taxes	<u><u>\$ (5,956)</u></u>	(F-G)

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2014-15 GANN CALCULATIONS**

SCHEDULE NO. 4

APPROPRIATIONS SUBJECT TO LIMITATION

	Amount	Source
A. Proceeds of Taxes	\$ 33,137,556	Schedule No. 8
B. Exclusions	<u>8,177,120</u>	Schedule No. 7
C. Appropriations Subject to	<u>24,960,436</u>	(A-B)
D. Current Year Limitation	<u>59,295,857</u>	Schedule No. 6
E. Over/(Under) Limit	<u>\$ (34,335,422)</u>	(C-D)

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2014-15 GANN CALCULATIONS**

SCHEDULE NO. 5

APPROPRIATIONS LIMIT

	Source	Corrected Amount
A. Last Year's Limit	Voter Approved	\$ 58,508,124
B. Adjustment Factors		
1. Growth in Rancho Cordova Population	State Finance	0.9977
2. Growth in California Per Capita Income	State Finance	1.0158
Total Adjustment %	(B1 * B2)	1.0135
C. Annual Adjustment \$	(B*A)	<u>787,733</u>
D. Other Adjustments		
Lost Responsibility (-)		-
Transfer to Private (-)		-
Transfer to Fees (-)		-
Assumed Responsibility (+)		-
Subtotal		<u>-</u>
E. Total Adjustments	(C+D)	<u>787,733</u>
F. This Year's Limit	(A+E)	<u><u>\$ 59,295,857</u></u>

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2014-15 GANN CALCULATIONS

SCHEDULE NO. 6

APPROPRIATIONS LIMIT ANALYSIS

	Corrected Amount
FY 2013-2014 Appropriations Limit	\$ 58,508,124
Adjustment Factors	
	0.9977
	1.0158
	1.0135
FY 2014-2015 Appropriations Limit	\$ 59,295,857
FY 2014-2015 Proceeds 33,137,556	
Exclusion <u>(8,177,120)</u>	
FY 2014-2015 Appropriations Subject to Limit	<u>24,960,436</u>
FY 2014-2015 Appropriations Under Limit	\$ 34,335,422

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2014-15 GANN CALCULATIONS

SCHEDULE NO. 7

EXCLUSIONS TO APPROPRIATIONS LIMIT

COURT ORDERS	\$	-
FEDERAL MANDATES		
FLSA Payments		22,000
Medicare Payments		87,120
Landfill Closure Costs		-
Underground Tank Monitoring		-
Unemployment Payments		-
TOTAL FEDERAL MANDATES		109,120
QUALIFIED CAPITAL OUTLAYS		
Technology Enhancements		63,000
Building Improvements		95,000
Vehicles		-
Other Capital Equipment		-
		158,000
QUALIFIED DEBT SERVICE		
Certificates of Participation		969,900
Revenue Neutrality Payment		7,910,000
		7,910,000
TOTAL EXCLUDED APPROPRIATIONS	\$	<u><u>8,177,120</u></u>

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2014-15 GANN CALCULATIONS

SCHEDULE NO. 8

CALCULATION OF PROCEEDS OF TAXES

REVENUE	Proceeds of Taxes	Non-Proceeds of Taxes	Total
Taxes	\$ 32,799,600	\$ 1,914,000	\$ 34,713,600
Subventions from State			-
Motor Vehicle In Lieu	33,000	-	33,000
Gas Tax	-	1,902,000	1,902,000
Homeowner's Relief	110,000	-	110,000
SB 90 Reimbursements	-	21,000	21,000
TDA	45,000	-	45,000
Other Intergovernmental	-	670,400	670,400
Locally Raised			-
Local Dedicated Sales Tax	-	1,976,100	1,976,100
Special Benefit-Landscape Assessments	-	1,498,000	1,498,000
Impact Fees	-	4,623,100	4,623,100
Grants	-	2,163,800	2,163,800
Licenses and Permits	-	724,100	724,100
Fines, Forfeiture and Penalties	-	1,431,200	1,431,200
Rents	-	614,200	614,200
Charges for Services	-	260,500	260,500
Storm Water Utility Tax	-	300,000	300,000
Roadway Improvement Fund	-	96,000	96,000
User Fees	-	4,353,000	4,353,000
Transfers In	-	1,239,700	1,239,700
Other	-	38,000	38,000
Subtotal	32,987,600	23,825,100	56,812,700
Interest Earnings	149,956	(5,956)	144,000
Total Revenue	33,137,556	23,819,144	56,956,700
Reserve Withdrawals	-	-	-
TOTAL BUDGET APPROPRIATIONS	\$ 33,137,556	\$ 23,819,144	\$ 56,956,700

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2015-16 GANN CALCULATIONS

SCHEDULE NO. 1

USER FEES VERSUS COSTS

	Planning Services	Building & Safety	Engineering Fees	Legal Fees	FY 2015 - 2016 Fiscal Year
COSTS REASONABLY BORNE FEES	\$ 2,867,300 <u>554,000</u>	\$ 1,409,800 <u>1,790,000</u>	\$ 2,885,000 <u>2,103,400</u>	\$ 825,000 <u>250,000</u>	\$ 7,987,100 <u>4,697,400</u>
AMOUNT OF FEE REVENUE LESS THAN COST	\$ <u>(2,313,300)</u>	\$ <u>380,200</u>	\$ <u>(781,600)</u>	\$ <u>(575,000)</u>	\$ <u>(3,289,700)</u>

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2015-16 GANN CALCULATIONS**

SCHEDULE NO. 2**ALLOCATION OF TAXES**

	General Fund		Special Revenue Fund		Total	
	Subject	Not Subject	Subject	Not Subject	Subject	Not Subject
Property Taxes	\$ 8,514,900	\$ -	\$ -	\$ -	\$ 8,514,900	\$ -
Property Taxes In Lieu	5,284,600	-	-	-	5,284,600	-
Sales Taxes	21,132,500	-	-	-	21,132,500	-
Other Taxes:						
Garbage Franchise Fee	-	901,000	-	-	-	901,000
Cable Franchise Fee	-	500,000	-	-	-	500,000
PG&E Franchise Fee	-	82,000	-	-	-	82,000
Other Franchise	-	125,000	-	-	-	125,000
Business Lic. Tax	-	-	-	-	-	-
Property Transfer Tax	220,000	-	-	-	220,000	-
Police Tax	1,405,600	-	-	-	1,405,600	-
Utility User Tax	3,577,000	-	-	-	3,577,000	-
Transient Occupancy Tax	3,150,000	-	-	-	3,150,000	-
Other Taxes	140,000	-	-	-	140,000	-
Traffic Mitigation Fees	-	-	-	-	-	-
TOTAL TAXES	43,424,600	1,608,000	-	-	43,424,600	1,608,000
From State:						
Motor Vehicle In Lieu	28,000	-	-	-	28,000	-
Off Highway	-	-	-	-	-	-
Gas Tax	-	-	-	1,436,800	-	1,436,800
Prop. 172 Sales Taxes	-	-	-	-	-	-
Homeowners Relief	100,000	-	-	-	100,000	-
TDA	-	-	45,000	-	45,000	-
SB 90 Reimbursements	-	40,000	-	-	-	40,000
Sub-Total	128,000	40,000	45,000	1,436,800	173,000	1,476,800
Other Intergovernmental	-	148,500	-	-	-	148,500
Measure A Sales Tax	-	-	-	3,586,800	-	3,586,800
Proposition 42	-	-	-	-	-	-
CDBG Block Grant	-	-	-	807,800	-	807,800
Other Intergovernmental Grants	-	-	-	-	-	-
	-	296,300	-	16,279,300	-	16,575,600
Sub-Total Other Intergovt'l	-	444,800	-	20,673,900	-	21,118,700
Locally Raised:						
Sp. Benefit - Assmt. Districts	-	-	-	1,541,400	-	1,541,400
Zinfandel Impact Fees	-	-	-	18,900	-	18,900
Comm. Fac. Fee	-	-	-	666,100	-	666,100
CFF - Library	-	-	-	132,100	-	132,100
Traffic Impact Fees	-	-	-	971,400	-	971,400
Park Renovation Fees	-	-	-	141,500	-	141,500
Local Housing Trust	-	-	-	404,800	-	404,800
Sunrise Douglas Impact	-	-	-	5,323,800	-	5,323,800
General Plan Impact	-	-	-	63,800	-	63,800
Capital Village Park	-	-	-	538,500	-	538,500
Mather Field Impact	-	-	-	-	-	-
Roadway Improvement Fund	-	-	-	576,500	-	576,500
Storm Water Utility Tax	-	-	-	-	-	-
Licenses Permits & Fees	-	750,900	-	100,000	-	850,900
Fines/Forfeitures & Penalties	-	1,310,900	-	-	-	1,310,900
Rents	-	586,600	-	-	-	586,600
Charges for Services	-	763,500	-	-	-	763,500
Transfers In	-	335,000	-	-	-	335,000
Other	-	-	-	26,100	-	26,100
Sub-Total Locally Raised	-	3,746,900	-	10,504,900	-	14,251,800
TOTAL ALL FUNDS	\$ 43,552,600	\$ 5,839,700	\$ 45,000	\$ 32,615,600	\$ 43,597,600	\$ 38,455,300

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2015-16 GANN CALCULATIONS**

SCHEDULE NO. 3

INTEREST EARNINGS PRODUCED BY TAXES

	Amount	Source
A. Non-Interest Tax Proceeds	\$ 43,597,600	Worksheet # 2
B. Minus Exclusions	<u>8,778,600</u>	Worksheet # 7
C. Net Invested Taxes	<u>34,819,000</u>	(A-B)
D. Total Non-Interest Budget	<u><u>43,152,700</u></u>	Worksheet # 2
E. Tax Proceeds as % of Budget	80.69%	(C/D)
F. Interest Earnings	107,700	Budget
G. Amount of Interest Earned from Taxes	<u><u>\$ 86,901</u></u>	(E*F)
H. Amount of Interest Earned from Non-Taxes	<u><u>\$ 20,799</u></u>	(F-G)

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2015-16 GANN CALCULATIONS**

SCHEDULE NO. 4

APPROPRIATIONS SUBJECT TO LIMITATION

	Amount	Source
A. Proceeds of Taxes	\$ 43,684,501	Schedule No. 8
B. Exclusions	<u>8,778,600</u>	Schedule No. 7
C. Appropriations Subject to Limitation	<u>34,905,901</u>	(A-B)
D. Current Year Limitation	<u>60,610,331</u>	Schedule No. 6
E. Over/(Under) Limit	<u>\$ (25,704,430)</u>	(C-D)

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2015-16 GANN CALCULATIONS**

SCHEDULE NO. 5

APPROPRIATIONS LIMIT

	<u>Source</u>	<u>Amount</u>
A. Last Year's Limit	Voter Approved	\$ 57,308,537
B. Adjustment Factors		
1. Growth in Rancho Cordova Population	State Finance	1.0382
2. Growth in California Per Capita Income	State Finance	1.0187
Total Adjustment %	(B1 * B2)	1.0576
C. Annual Adjustment \$	(B*A)	<u>3,301,794</u>
D. Other Adjustments		
Lost Responsibility (-)		-
Transfer to Private (-)		-
Transfer to Fees (-)		-
Assumed Responsibility (+)		<u>-</u>
Subtotal		-
E. Total Adjustments	(C+D)	<u>3,301,794</u>
F. This Year's Limit	(A+E)	<u><u>\$ 60,610,331</u></u>

CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2015-16 GANN CALCULATIONS

SCHEDULE NO. 6

APPROPRIATIONS LIMIT ANALYSIS

FY 2014-2015 Appropriations Limit	\$ 57,308,537
--	----------------------

Adjustment Factors

Change in Per Capita Personal Income (FY 2015-2016)	1.0382
---	--------

Increase in Rancho Cordova Population	1.0187
---------------------------------------	--------

Factor for Fiscal Year 2015-2016	1.0576
----------------------------------	--------

FY 2015-2016 Appropriations Limit	<u>\$ 60,610,331</u>
--	-----------------------------

FY 2015-2016 Proceeds of Taxes	43,684,501	
Exclusion	<u>(8,778,600)</u>	

FY 2015-2016 Appropriations Subject to Limit	<u>34,905,901</u>
---	--------------------------

FY 2015-2016 Appropriations Under Limit	\$ 25,704,430
--	----------------------

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2015-16 GANN CALCULATIONS**

SCHEDULE NO. 7

EXCLUSIONS TO APPROPRIATIONS LIMIT

COURT ORDERS	\$	-
FEDERAL MANDATES		
FLSA Payments		-
Medicare Payments		-
Landfill Closure Costs		-
Underground Tank Monitoring		-
Unemployment Payments		-
TOTAL FEDERAL MANDATES		-
QUALIFIED CAPITAL OUTLAYS		
Technology Enhancements		323,500
Building Improvements		385,000
Vehicles		-
Other Capital Equipment		-
		708,500
QUALIFIED DEBT SERVICE		
Certificates of Participation		969,000
Revenue Neutrality Payment		8,070,100
		8,070,100
TOTAL EXCLUDED APPROPRIATIONS	\$	<u><u>8,778,600</u></u>

**CITY OF RANCHO CORDOVA, CA
FISCAL YEAR 2015-16 GANN CALCULATIONS**

SCHEDULE NO. 8**CALCULATION OF PROCEEDS OF TAXES**

REVENUE	Proceeds of Taxes	Non-Proceeds of Taxes	Total
Taxes	\$ 43,424,600	\$ 1,608,000	\$ 45,032,600
Subventions from State			-
Motor Vehicle In Lieu	28,000	-	28,000
Gas Tax	-	1,436,800	1,436,800
Homeowner's Relief	100,000	-	100,000
SB 90 Reimbursements	-	40,000	40,000
TDA	45,000	-	45,000
Other Intergovernmental	-	956,300	956,300
Locally Raised		-	-
Local Dedicated Sales Tax	-	3,586,800	3,586,800
Special Benefit-Landscape Assessments	-	1,541,400	1,541,400
Impact Fees	-	8,260,900	8,260,900
Grants	-	16,575,600	16,575,600
Licenses and Permits	-	850,900	850,900
Fines, Forfeiture and Penalties	-	1,310,900	1,310,900
Rents	-	586,600	586,600
Charges for Services	-	763,500	763,500
Storm Water Utility Tax	-	-	-
Roadway Improvement Fund	-	576,500	576,500
User Fees	-	4,697,400	4,697,400
Transfers In	-	335,000	335,000
Other	-	26,100	26,100
Subtotal	43,597,600	43,152,700	86,750,300
Interest Earnings	86,901	20,799	107,700
Total Revenue	43,684,501	43,173,499	86,858,000
Reserve Withdrawals	-	-	-
TOTAL BUDGET APPROPRIATIONS	\$ 43,684,501	\$ 43,173,499	\$ 86,858,000

MEMORANDUM

DATE: March 21, 2016

TO: Honorable Mayor and Council Members

FROM: Albert Stricker, Interim Public Works Director

SUBJECT: **APPROVAL OF PARCEL MAP OF SUBDIVISION NO. 2015-003-01, BUSINESS PARK DRIVE**



RECOMMENDATION

Approval of Parcel Map of Subdivision No. FM-2015-003-01, Business Park Drive; located on the north side of Business Park Drive approximately 635 feet east of Bradshaw Road.

RESULT OF RECOMMENDED ACTION

Approval of this recommendation will result in the recording of the parcel map creating three separate parcels.

BACKGROUND

The City Council approved the tentative parcel map on September 8, 2015 with conditions. The site contains three existing buildings zoned commercial and light industrial use on a 4.74 net acre site. The existing parcel is being divided into three parcels, with an existing building on each. The final parcel map has been examined and checked for compliance with Title 22 of the City Code and the California State Map Act. A copy of the final map (**Attachment 1**) and vicinity map (**Attachment 2**) are included with this letter.

FISCAL IMPACT

There is no fiscal impact to the city.

ATTACHMENTS

1. 8 ½ X 11 Copy of Final Map.
2. Vicinity Map.

OWNER'S STATEMENT

THE UNDERSIGNED HEREBY CONSENTS TO THE PREPARATION AND RECORDATION OF THIS FINAL PARCEL MAP. THE REAL PROPERTY DESCRIBED BELOW IS DEDICATED AS AN EASEMENT FOR PUBLIC PURPOSES. THE UNDERSIGNED OFFERS FOR DEDICATION AND DOES HEREBY DEDICATE FOR SPECIFIC PURPOSES THE FOLLOWING:

- A. AN EASEMENT FOR PLANTING AND MAINTAINING TREES, INSTALLATION AND MAINTENANCE OF ELECTROLIERS, TRAFFIC CONTROL DEVICES, WATER AND GAS PIPES, AND FOR UNDERGROUND WIRES AND CONDUITS FOR ELECTRICAL, TELEPHONE, AND TELEVISION SERVICES TOGETHER WITH ANY AND ALL APPURTENANCES PERTAINING THERETO, ON, OVER, UNDER AND ACROSS THOSE STRIPS OF LAND TWELVE AND ONE-HALF (12.5) FEET IN WIDTH AND CONTIGUOUS TO BUSINESS PARK DRIVE SHOWN HEREON AND DESIGNATED "PUBLIC UTILITY EASEMENT"

OWNER: NCWP - BRADSHAW BUSINESS PARK, LLC, A DELAWARE LIMITED LIABILITY COMPANY

BY: NATIONAL CW PORTFOLIO JV, LLC,
A DELAWARE LIMITED LIABILITY COMPANY, ITS SOLE MEMBER

BY: SKB-CW INVESTORS, LLC,
AN OREGON LIMITED LIABILITY COMPANY, ITS OPERATING MANAGER

BY: _____ NAME: JAMES V. PAUL
TITLE: EXECUTIVE VICE PRESIDENT

DATED THIS _____ DAY OF _____, 2015.

NOTARY ACKNOWLEDGMENT

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

STATE OF _____
COUNTY OF _____

ON _____, 2015, BEFORE ME _____ A NOTARY PUBLIC PERSONALLY APPEARED JAMES V. PAUL, WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME IS SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FORGOING PARAGRAPH IS TRUE AND CORRECT.
WITNESS MY HAND AND OFFICIAL SEAL

SIGNATURE: _____
NOTARY'S SIGNATURE
PRINT NOTARY'S NAME

COMMISSION #

EXPIRATION OF NOTARY'S COMMISSION

COUNTY
PRINCIPAL PLACE OF BUSINESS

IMPROVEMENT REQUIREMENTS

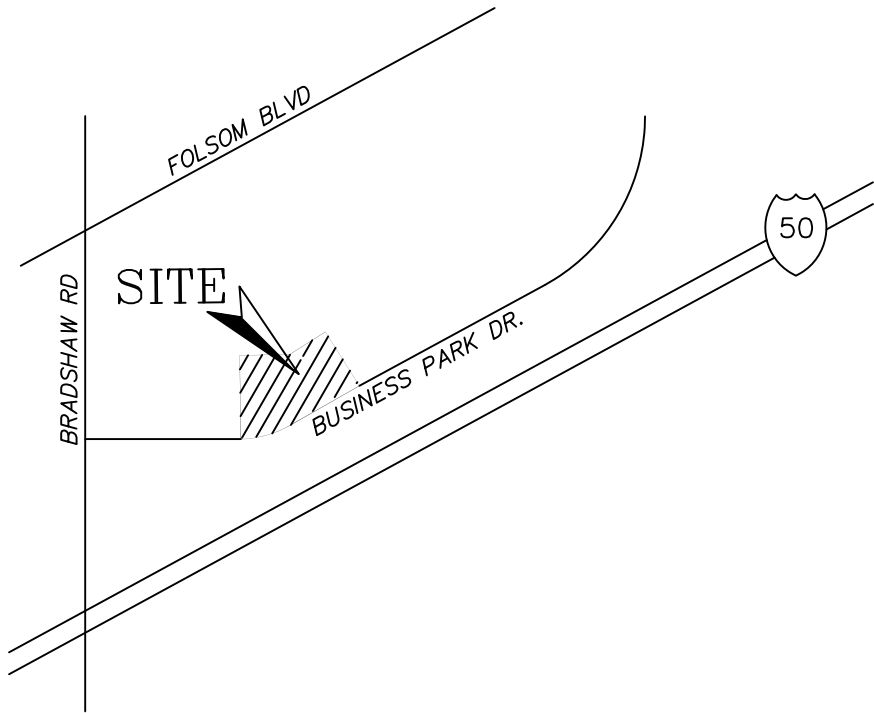
THE FOLLOWING PUBLIC IMPROVEMENTS SHALL BE CONSTRUCTED IN ACCORDANCE WITH THE COUNTY OF SACRAMENTO IMPROVEMENT STANDARDS WITHIN A REASONABLE TIME FOLLOWING APPROVAL OF THE PARCEL MAP AND PRIOR TO THE ISSUANCE OF ANY PERMIT OR OTHER GRANT OF APPROVAL FOR DEVELOPMENT OF THE HEREON-CREATED PARCELS:

STREETS: NONE
STREET LIGHTS: NONE
SEWER: NONE
DRAINAGE: NONE
WATER/HYDRANTS: NONE

PARCEL MAP OF
SUBDIVISION NO. FM-2015-003-01
BUSINESS PARK DRIVE

ALL THAT PORTION OF PARCEL "B" AS SHOWN ON THE PARCEL MAP ENTITLED "FOLSOM INDUSTRIAL PARK", BEING A PORTION OF RANCHO RIO DE LOS AMERICANOS IN PROJECT T. 8 N., R. 6 E., M.D.M.", AS RECORDED IN THE OFFICE OF THE COUNTY RECORDER OF SACRAMENTO COUNTY ON APRIL 29, 1976, IN PARCEL MAP BOOK 26 AT PAGE 3

CITY OF RANCHO CORDOVA, COUNTY OF SACRAMENTO, CALIFORNIA
DECEMBER 2015



TRUSTEE STATEMENT

THE UNDERSIGNED, AS TRUSTEE UNDER THE DEED OF TRUST RECORDED OCTOBER 16, 2013 IN BOOK 20131016, PAGE 506, OFFICIAL RECORDS OF SACRAMENTO COUNTY, DOES HEREBY JOIN IN AND CONSENT TO THE FOREGOING OWNER'S STATEMENT.

FIRST AMERICAN TITLE INSURANCE COMPANY, A NEBRASKA CORPORATION, F/K/A FIRST AMERICAN TITLE INSURANCE COMPANY, A CALIFORNIA CORPORATION

BY: _____

NAME/TITLE: _____

NOTARY ACKNOWLEDGMENT

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

STATE OF CALIFORNIA
COUNTY OF _____

ON _____, 2015, BEFORE ME _____ A NOTARY PUBLIC PERSONALLY APPEARED _____, WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME IS SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

I CERTIFY UNDER PENALTY OF PERJURY UNDER THE LAWS OF THE STATE OF CALIFORNIA THAT THE FORGOING PARAGRAPH IS TRUE AND CORRECT.
WITNESS MY HAND AND OFFICIAL SEAL

SIGNATURE: _____
NOTARY'S SIGNATURE
PRINT NOTARY'S NAME

COMMISSION #

EXPIRATION OF NOTARY'S COMMISSION

COUNTY
PRINCIPAL PLACE OF BUSINESS

SURVEYOR'S STATEMENT

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCE AT THE REQUEST OF _____ IN _____, 2015. I HEREBY STATE THAT THIS PARCEL MAP CONFORMS TO THE CONDITIONALLY APPROVED TENTATIVE MAP, IF ANY; THAT THE MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED, AND THAT THE MONUMENTS ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.

DATED _____

MATT RUSSELL
P.L.S. NO. 9010
EXPIRES: 10/30/2017

CITY ENGINEER'S STATEMENT

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

DATED _____

CITY ENGINEER
ALBERT STRICKER
R.C.E. 64057
EXPIRES: 9/30/2016

CITY SURVEYOR'S STATEMENT

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

DATED _____

CITY ENGINEER
CYRUS E. ABHAR
P.L.S. 7723
EXPIRES: 12/31/2015

CITY CLERK STATEMENT

I HEREBY STATE THAT THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA HAS APPROVED THIS PARCEL MAP AND ACCEPTS ON BEHALF OF THE PUBLIC ALL RIGHTS OF WAY AND EASEMENTS HEREON OFFERED FOR DEDICATION.

DATED _____

CITY CLERK
CITY OF RANCHO CORDOVA

RECORDER'S STATEMENT

FILED THIS _____ DAY OF _____, 2015, AT _____ M., IN BOOK _____ OF PARCEL MAPS, AT PAGE _____, AT THE REQUEST OF SLOOTEN CONSULTING, INC., TITLE TO THE LAND INCLUDED IN THIS SUBDIVISION BEING VESTED AS PER CERTIFICATE NO. _____ ON FILE IN THIS OFFICE.

DOCUMENT NO. _____

FEE: \$ _____

RECORDER OF SACRAMENTO COUNTY
STATE OF CALIFORNIA



PARCEL MAP OF
SUBDIVISION NO. FM-2015-003-01
BUSINESS PARK DRIVE

LEGEND

- SET NAIL AND TAG IN CONCRETE, "PLS 9010" UNLESS OTHERWISE NOTED
- FOUND MONUMENT AS NOTED
- () RECORD DATA PER DEED
- [] RECORD DATA PER 26 PM 3

BASIS OF BEARINGS

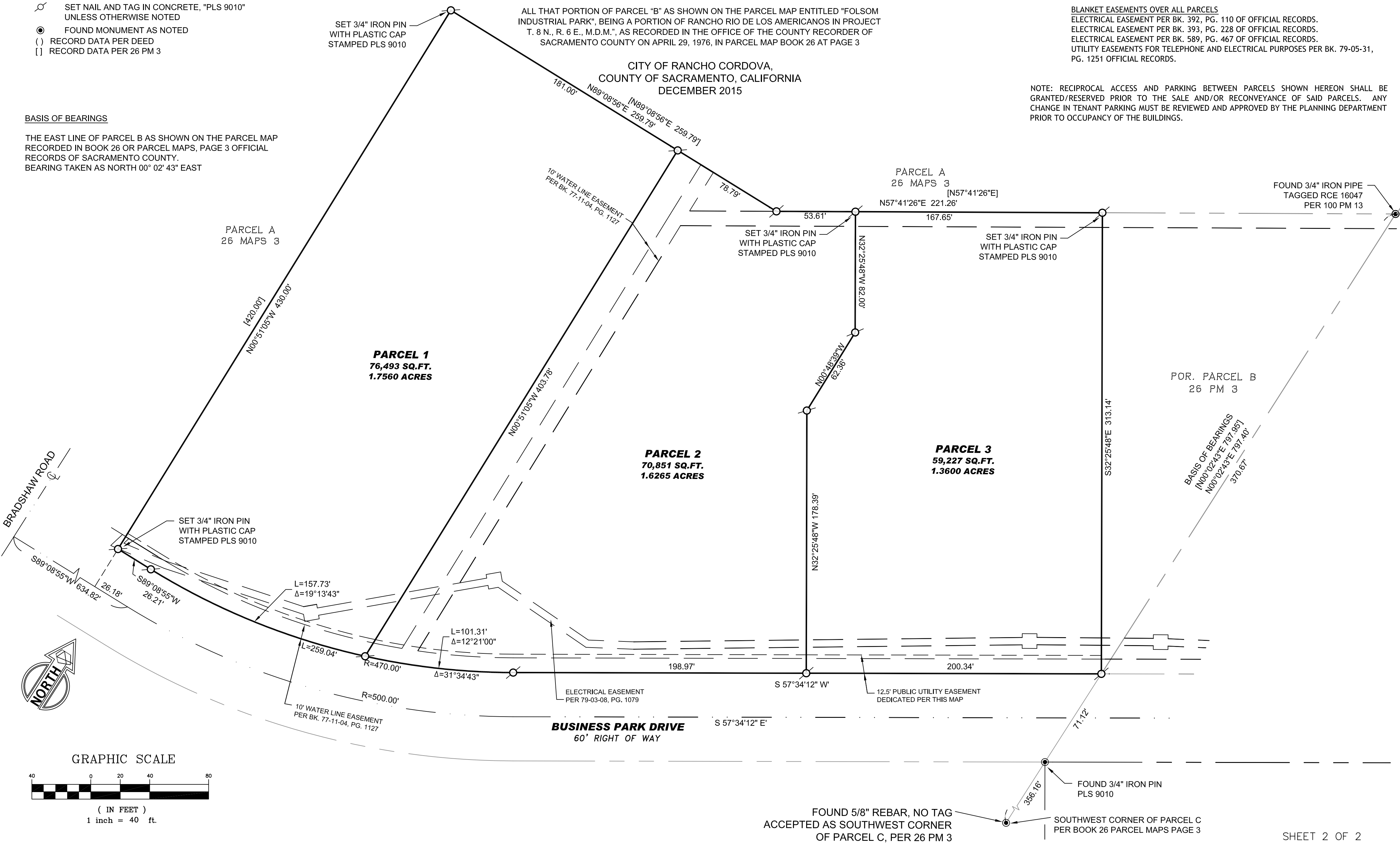
THE EAST LINE OF PARCEL B AS SHOWN ON THE PARCEL MAP RECORDED IN BOOK 26 OR PARCEL MAPS, PAGE 3 OFFICIAL RECORDS OF SACRAMENTO COUNTY.
BEARING TAKEN AS NORTH 00° 02' 43" EAST

EASEMENT NOTES

EASEMENTS OF UNDISCLOSED LOCATION
ELECTRICAL EASEMENT PER BK. 166, PG. 349 OF OFFICIAL RECORDS.

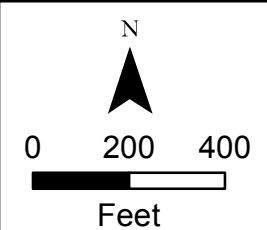
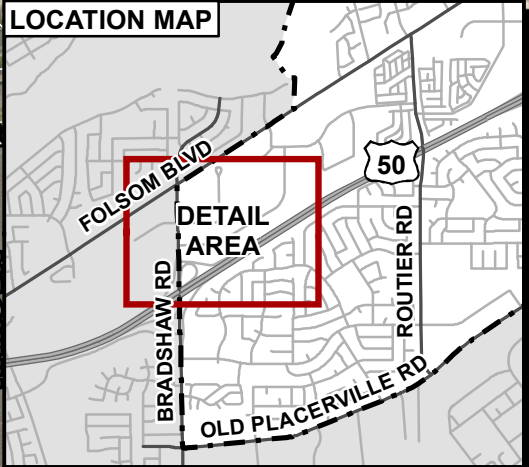
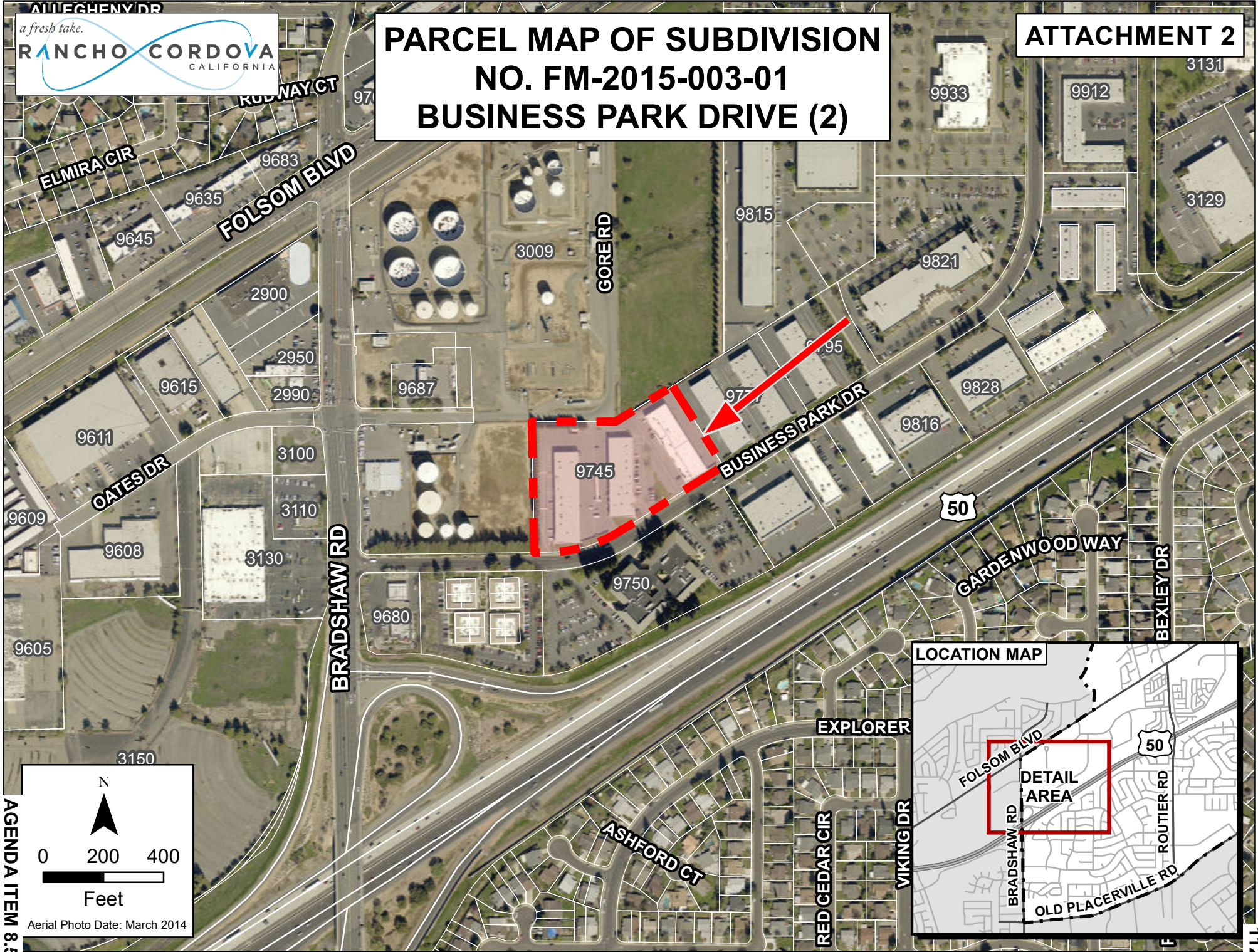
BLANKET EASEMENTS OVER ALL PARCELS
ELECTRICAL EASEMENT PER BK. 392, PG. 110 OF OFFICIAL RECORDS.
ELECTRICAL EASEMENT PER BK. 393, PG. 228 OF OFFICIAL RECORDS.
ELECTRICAL EASEMENT PER BK. 589, PG. 467 OF OFFICIAL RECORDS.
UTILITY EASEMENTS FOR TELEPHONE AND ELECTRICAL PURPOSES PER BK. 79-05-31, PG. 1251 OFFICIAL RECORDS.

NOTE: RECIPROCAL ACCESS AND PARKING BETWEEN PARCELS SHOWN HEREON SHALL BE GRANTED/RESERVED PRIOR TO THE SALE AND/OR RECONVEYANCE OF SAID PARCELS. ANY CHANGE IN TENANT PARKING MUST BE REVIEWED AND APPROVED BY THE PLANNING DEPARTMENT PRIOR TO OCCUPANCY OF THE BUILDINGS.



**PARCEL MAP OF SUBDIVISION
NO. FM-2015-003-01
BUSINESS PARK DRIVE (2)**

ATTACHMENT 2



Aerial Photo Date: March 2014

AGENDA ITEM 8.5

MEMORANDUM

DATE: March 21, 2016

TO: Honorable Mayor and Council Members

FROM: Albert Stricker, Interim Public Works Director

SUBJECT: **APPROVAL OF PARCEL MAP OF SUBDIVISION NO. 2015-005-01, 3370 ZINFANDEL DRIVE**



RECOMMENDATION

Approval of Parcel Map of Subdivision No. FM-2015-005-01, 3370 Zinfandel Drive; located at the northwest corner of Zinfandel Drive and Bear Hollow Drive.

RESULT OF RECOMMENDED ACTION

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

BACKGROUND

The City Council approved the tentative parcel map on October 19, 2015 with conditions. There are no buildings on the 12.82 net acre site zoned for office uses. A parking lot was recently constructed on the northerly 3.96 acres designated as proposed parcel 1 of the approved tentative parcel map. The final parcel map has been examined and checked for compliance with Title 22 of the City Code and the California State Map Act. A copy of the final map (Attachment 1) and vicinity map (Attachment 2) are included with this letter.

FISCAL IMPACT

There is no fiscal impact to the city.

ATTACHMENTS

1. 8 ½ X 11 Copy of Final Map.
2. Vicinity Map.

PARCEL MAP
SUBDIVISION NO. FM-2015-005-01
BEING A PORTION OF LOT 1
"VILLAGES OF ZINFANDEL UNIT NO. 9"
BOOK 317 OF MAPS, AT PAGE 7
CITY OF RANCHO CORDOVA
COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
FEBRUARY 2016



2250 Douglas Blvd.
Suite 150
Roseville, CA 95661
Ph: 916.788.2884
Fax: 916.788.4408

OWNER'S STATEMENT

THE UNDERSIGNED HEREBY CONSENTS TO THE PREPARATION AND RECORDATION OF THIS PARCEL MAP.

3300 ZINFANDEL LLC,
A DELAWARE LIMITED LIABILITY COMPANY

BY: STRADA ZINFANDEL HOLDINGS LLC,
A DELAWARE LIMITED LIABILITY COMPANY

BY: _____ DATE: _____

PRINT NAME AND TITLE

NOTARY ACKNOWLEDGMENT

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

STATE OF CALIFORNIA)
COUNTY OF _____)
ON _____, _____ BEFORE ME, _____,
NOTARY PUBLIC, IN AND FOR SAID STATE AND COUNTY, PERSONALLY APPEARED _____

WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

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

WITNESS MY HAND
SIGNATURE _____ (PRINTED NAME)

MY PRINCIPAL PLACE OF BUSINESS IS IN _____ COUNTY

MY COMMISSION EXPIRES: _____

BENEFICIARY'S STATEMENT

WELLS FARGO BANK, N.A. AS BENEFICIARY OF THE DEED OF TRUST DATED JUNE 30, 2015, RECORDED JULY 1, 2015 IN BOOK 20150701, PAGE 889, OFFICIAL RECORDS OF SACRAMENTO COUNTY HEREBY CONSENTS TO THE RECORDATION OF THIS PARCEL MAP.

WELLS FARGO BANK, N.A.

BY: _____ DATE: _____

PRINT NAME AND TITLE

NOTARY ACKNOWLEDGMENT

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

STATE OF CALIFORNIA)
COUNTY OF _____)
ON _____, _____ BEFORE ME, _____,
NOTARY PUBLIC, IN AND FOR SAID STATE AND COUNTY, PERSONALLY APPEARED _____

WHO PROVED TO ME ON THE BASIS OF SATISFACTORY EVIDENCE TO BE THE PERSON(S) WHOSE NAME(S) IS/ARE SUBSCRIBED TO THE WITHIN INSTRUMENT AND ACKNOWLEDGED TO ME THAT HE/SHE/THEY EXECUTED THE SAME IN HIS/HER/THEIR AUTHORIZED CAPACITY(IES), AND THAT BY HIS/HER/THEIR SIGNATURE(S) ON THE INSTRUMENT THE PERSON(S), OR THE ENTITY UPON BEHALF OF WHICH THE PERSON(S) ACTED, EXECUTED THE INSTRUMENT.

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

WITNESS MY HAND
SIGNATURE _____ (PRINTED NAME)

MY PRINCIPAL PLACE OF BUSINESS IS IN _____ COUNTY

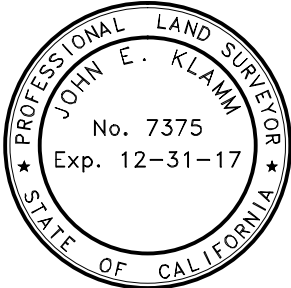
MY COMMISSION EXPIRES: _____

SURVEYOR'S STATEMENT

THIS MAP WAS PREPARED BY ME OR UNDER MY DIRECTION AND IS BASED UPON A FIELD SURVEY IN CONFORMANCE WITH THE REQUIREMENTS OF THE SUBDIVISION MAP ACT AND LOCAL ORDINANCES AT THE REQUEST OF 3300 ZINFANDEL LLC IN NOVEMBER 2015. I HEREBY STATE THAT THIS PARCEL MAP SUBSTANTIALLY CONFORMS TO THE CONDITIONALLY APPROVED TENTATIVE MAP; THAT THE MONUMENTS ARE OF THE CHARACTER AND OCCUPY THE POSITIONS INDICATED, AND THAT SAID MONUMENTS ARE SUFFICIENT TO ENABLE THE SURVEY TO BE RETRACED.

DATED _____

JOHN E. KLAMM, L.S. 7375



CITY ENGINEER'S STATEMENT

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

CITY ENGINEER, ALBERT STRICKER
R.C.E. 64057
EXPIRATION DATE: 9/30/16

DATE

CITY SURVEYOR'S STATEMENT

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

LAND SURVEYOR, CYRUS E. ABHAR,
P.L.S. 7723
EXPIRATION DATE: 12/31/17

DATE

CITY CLERK'S STATEMENT

I HEREBY STATE THAT THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA HAS APPROVED THIS PARCEL MAP.

DATED _____

CITY CLERK OF THE CITY OF RANCHO CORDOVA

COUNTY RECORDER'S STATEMENT

FILED THIS _____ DAY OF _____, 2016, AT _____ M.,
IN BOOK _____ OF PARCEL MAPS, AT PAGE _____, AT THE REQUEST OF RSC
ENGINEERING, INC. TITLE TO THE LAND INCLUDED IN THIS PARCEL MAP BEING
VESTED AS PER CERTIFICATE NO. _____ ON FILE IN THE OFFICE.

COUNTY RECORDER BY: _____ DEPUTY
DOC. NO. _____ FEE: _____

PARCEL MAP
SUBDIVISION NO. FM-2015-005-01

BEING A PORTION OF LOT 1
"VILLAGES OF ZINFANDEL UNIT NO. 9"
BOOK 317 OF MAPS, AT PAGE 7
CITY OF RANCHO CORDOVA
COUNTY OF SACRAMENTO
STATE OF CALIFORNIA
FEBRUARY 2016



2250 Douglas Blvd.
Suite 150
Roseville, CA 95661
Ph: 916.788.2884
Fax: 916.788.4408

REFERENCES

- (1) BOOK 290 OF MAPS, AT PAGE 5
- (2) BOOK 308 OF MAPS, AT PAGE 6
- (3) BOOK 317 OF MAPS, AT PAGE 7
- (4) BOOK 20150814, PAGE 510, O.R.

BASIS OF BEARINGS

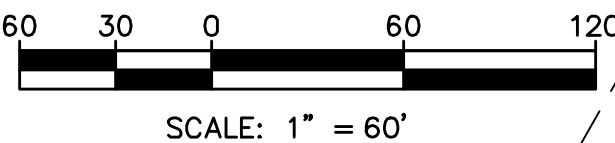
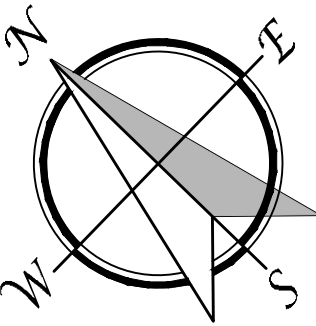
THE BASIS OF BEARINGS FOR THIS SURVEY IS IDENTICAL WITH THE CENTERLINE OF ZINFANDEL DRIVE, AS SHOWN ON FINAL MAP NO. 95-0533.7 OF "VILLAGES OF ZINFANDEL UNIT NO 9", FILED IN BOOK 317 OF MAPS, AT PAGE 7, THE BEARING OF WHICH IS GIVEN AS N49°23'21"W.

NOTES

1. THE GROSS AREA OF THIS SUBDIVISION IS 14.133 ACRES.
2. ALL CURVES ARE DIMENSIONED WITH RADIUS, CENTRAL ANGLE AND ARC LENGTH.
3. THE PROPERTY INCLUDED IN THIS SUBDIVISION IS SUBJECT TO THE AVIGATION AND NOISE EASEMENT RECORDED IN BOOK 20050526, PAGE 184, O.R.
4. RECIPROCAL ACCESS AND PARKING EASEMENTS BETWEEN PARCELS SHOWN HEREON SHALL BE GRANTED/RESERVED PRIOR TO THE SALE AND/OR RECONVEYANCE OF SAID PARCELS.

LEGEND

- DIMENSION POINT (NOTHING FOUND OR SET)
 - FOUND 5/8" REBAR WITH PLASTIC CAP STAMPED "LS 6815"
 - FOUND 3/4" IRON PIPE WITH PLASTIC PLUG STAMPED "LS 6815"
 - SET 5/8" REBAR WITH PLASTIC CAP STAMPED: "L.S. 7375"
- M.D.E. MAIL DELIVERY EASEMENT
O.R. OFFICIAL RECORDS OF SACRAMENTO COUNTY
P.E. PEDESTRIAN EASEMENT
P.U.E. PUBLIC UTILITY EASEMENT
O.A. OVERALL DIMENSION
(R) RADIAL LINE



DETAIL
SCALE: 1"=5'

SOUTHEASTERLY LINE OF SEWER
EASEMENT PER 20000918 O.R. 870

EXISTING MASONRY BLOCK
WALL ON PROPERTY LINE

SET N41°12'28"E 2.00'
FROM PROPERTY CORNER

EXISTING MASONRY BLOCK
WALL ON PROPERTY LINE

30.00'(2)(3)

BIGNEY COURT

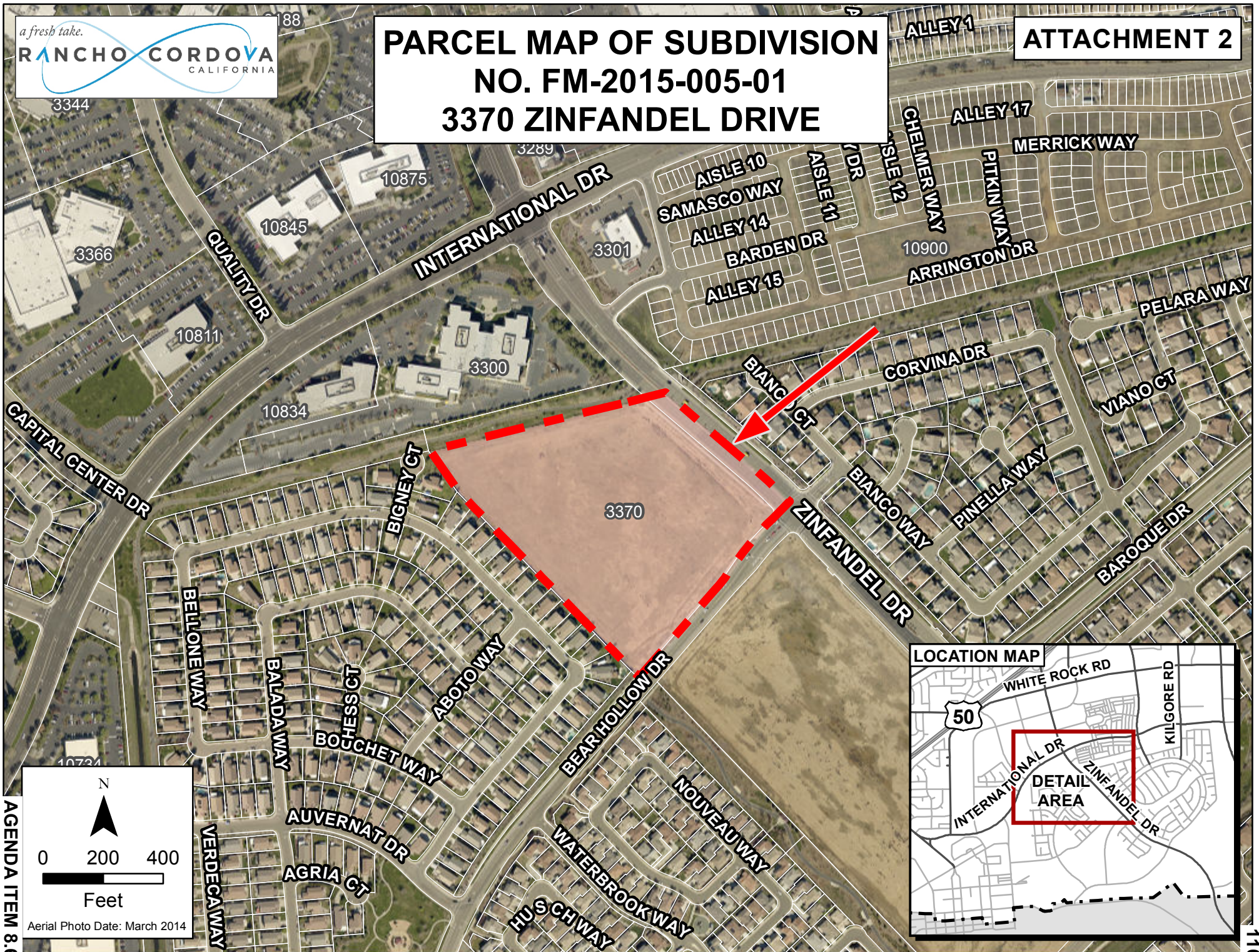
"VILLAGES OF ZINFANDEL UNIT NO. 1B"
308 B.M. 6

"VILLAGES OF ZINFANDEL UNIT NO. 1A"
290 B.M. 5

SHEET 2 OF 2

PARCEL MAP OF SUBDIVISION NO. FM-2015-005-01 3370 ZINFANDEL DRIVE

ATTACHMENT 2



MEMORANDUM

DATE: March 21, 2016

TO: Honorable Mayor and Council Members

FROM: Albert Stricker, Interim Public Works Director

SUBJECT: **APPOINTMENT OF CITY REPRESENTATIVES TO THE GOVERNING BOARD OF THE SACRAMENTO CENTRAL GROUNDWATER AUTHORITY**



RECOMMENDATION

Adopt Resolution No. 25-2016.

RESULT OF RECOMMENDED ACTION

Adoption of Resolution No. 25-2016 will result in the appointment of two (2) City representatives to the Sacramento Central Groundwater Authority (SCGA) Governing Board.

BACKGROUND

On August 7, 2006 the City Council of Rancho Cordova authorized the creation of the Sacramento Central Groundwater Authority (SCGA) through execution of a joint powers agreement (JPA) with the Cities of Elk Grove, Folsom, Sacramento, and the County of Sacramento. The purpose of the SCGA is to:

- Maintain the long-term sustainable yield of the Central Basin.
- Ensure implementation of the Basin Management Objectives prescribed in the Groundwater Management Plan.
- Manage the use of groundwater in the Central Basin.
- Facilitate implementation of an appropriate conjunctive use program by water purveyors.
- Coordinate efforts among those entities represented on the governing board of the SCGA to devise and implement strategies to safeguard groundwater quality.
- Work collaboratively with other entities to promote coordination of water policies and activities throughout the region.

As outlined in the JPA, the City of Rancho Cordova Representatives are appointed by the Rancho Cordova City Council. Albert Stricker will be filling the role previously held by Cyrus Abhar and Allen Quynn will be filling the role vacated by Brit Snipes.

FISCAL IMPACT

The City of Rancho Cordova makes an annual contribution of \$10,000 per the Sacramento Central Groundwater Authority Joint Powers Agreement. The appointment of representatives to the governing board of the SCGA will have no additional fiscal impact to the City.

ATTACHMENTS

1. Resolution No. 25-2016.
2. SCGA Joint Powers Agreement.

ATTACHMENT 1**CITY OF RANCHO CORDOVA****RESOLUTION NO. 25-2016**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
 APPROVING THE CITY'S APPOINTMENTS TO THE GOVERNING BOARD
 OF THE SACRAMENTO CENTRAL GROUNDWATER AUTHORITY**

WHEREAS, on August 7, 2006, City Council authorized the creation of the Sacramento Central Groundwater Authority (SCGA) through execution of a joint powers agreement (JPA) with the Cities of Elk Grove, Folsom, Sacramento and the County of Sacramento; and

WHEREAS, one of the primary purposes of the JPA is to maintain the sustainable yield of the Central Basin; and

WHEREAS, the Cities and County will make appointments to the Governing Board of the SCGA as set forth in the JPA.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA does appoint the following individuals to serve on the Sacramento Central Groundwater Authority Governing Board: Albert Stricker, Interim Public Works Director and Allen Quynn, Associate Civil Engineer as alternate.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the ____ day of ____, 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

 David M. Sander, Mayor

 Mindy Cuppy, MMC, City Clerk

JOINT POWERS AGREEMENT BETWEEN THE CITY OF ELK GROVE, THE CITY OF FOLSOM, THE CITY OF RANCHO CORDOVA, THE CITY OF SACRAMENTO AND THE COUNTY OF SACRAMENTO CREATING THE SACRAMENTO CENTRAL GROUNDWATER AUTHORITY

This Agreement is made and entered into this 29th day of AUGUST, 2006, by and between the City of Elk Grove, a municipal corporation, the City of Folsom, a municipal corporation, the City of Rancho Cordova, a municipal corporation, the City of Sacramento, a municipal corporation, and the County of Sacramento, a political subdivision of the State of California.

RECITALS

WHEREAS, each of the parties to this Agreement is a local government entity functioning within the County of Sacramento; and

WHEREAS, pursuant to the Joint Exercise of Powers Act (Chapter 5 (commencing with Section 6500) of Division 7 of Title 1 of the California Government Code), two or more public agencies may by agreement jointly exercise any power held in common by the agencies entering into such an agreement; and

WHEREAS, each of the parties hereto has under its police power the authority to regulate groundwater; and

WHEREAS, the parties are cognizant of the process commonly referred to as the Sacramento Area Water Forum (Water Forum) and of the Water Forum Agreement (WFA); and

WHEREAS, the WFA provided for the creation of a collaborative process composed of stakeholders in the Central Sacramento County Groundwater Basin (then known as the South Basin) to develop a groundwater management plan (GMP) for the basin and make recommendations on how and by whom the basin should be managed and the GMP implemented; and

WHEREAS, in accordance with the provisions of the WFA, the Sacramento Area Water Forum Successor Effort convened such a collaborative process, known as the Central Sacramento County Groundwater Forum (CSCGF); and

CITY
AGREEMENT NO. 2006-0972

CITY 2006-0972
AGREEMENT NO. _____

2. **Definitions.** As used in this Agreement, the following words and phrases shall have the meanings set forth below unless the context clearly indicates otherwise.

- (a) "Authority" shall mean the Sacramento Central Groundwater Authority that is established pursuant to the Joint Powers Act and this Agreement.
- (b) "Conjunctive use" shall mean the planned management and use of both groundwater and surface water in order to maintain the sustainable yield of the Central Basin.
- (c) "Central Basin" shall mean the groundwater basin underlying the area within the boundaries of the Authority.
- (d) "Sustainable yield" shall mean the amount of groundwater which can be safely extracted from the Central Basin on an estimated average annual basis while maintaining groundwater elevations and groundwater quality at acceptable levels as set forth in the Groundwater Management Plan. Sustainable yield requires a balance between extraction and basin recharge and is expressed as the number of acre feet of groundwater per year which can be extracted from the Central Basin on an average annual basis as set forth in the GMP.
- (e) "Conservation land owner" shall mean a non-profit land trust holding a fee or easement interest in two thousand five hundred (2500) acres or more of land located within the boundaries of the Authority, as defined in Section 4 below.
- (f) "Annual pumping" for purposes of determining assessments, fees or charges for management and operations of the Authority shall mean the total amount of groundwater produced within the boundaries of the Authority by each retail provider, by agricultural interests, by agricultural-residential groundwater users, by commercial/industrial self-supplied groundwater users and by public agency self-supplied groundwater users, for

from the parties to this Agreement. The name of such entity shall be the Sacramento Central Groundwater Authority. The boundaries of the Authority shall be as follows: on the north, the boundary shall be the American River; bounded on the south by the southern boundary of the Omoichumne-Hartnell Water District; on the west by the Sacramento River and Interstate 5 and on the east by the Sacramento – El Dorado County line, as further and more precisely depicted in the boundary map, attached hereto and incorporated herein as Exhibit A.

5. **Membership Of The Governing Board.** The governing body of the Authority shall be a Board of Directors of sixteen (16) members consisting of the following representatives who shall be appointed in the manner set forth in Section 7 of this Agreement:

- (a) An elected member of the governing board or designated employee of each of the following public agencies: the City of Elk Grove, the City of Folsom, the City of Rancho Cordova, the City of Sacramento, the County of Sacramento and the Sacramento Regional County Sanitation District.
- (b) An elected member of the governing board of each of the following public agencies: the Florin Resource Conservation District/Elk Grove Water Service, the Omoichumne-Hartnell Water District, and the Rancho Murieta Community Services District.
- (c) A member of the board of directors, or designee thereof, of each of the following private water purveyors or investor owned utilities: the California-American Water Company, and the Golden State Water Company.
- (d) One representative of agricultural interests within the boundaries of the Authority.
- (e) One representative of agriculture-residential groundwater users within the boundaries of the Authority.
- (f) One representative of commercial/industrial self-supplied groundwater users within the boundaries of the Authority.

(viii) The California-American Water Company representative shall be appointed by the Sacramento County Board of Supervisors.

(ix) In addition to the representative of the County of Sacramento provided for in Section 7 (a)(v), the following representatives shall be appointed by the Board:

1. Agricultural interests. After considering the nomination by the Sacramento County Farm Bureau, as required by sub-section (b) of this Section, the Board shall appoint the representative of agricultural interests.
2. Agriculture-residential groundwater users. After considering the nomination by the Vineyard Community Advisory Council in consultation with adjacent Councils within the Central Basin, as required by sub-section (b) of this Section, the Board shall appoint the representative of agricultural/ residential groundwater users.
3. Commercial/industrial self-supplied groundwater users. After considering the joint nomination by the Sacramento Metropolitan Chamber of Commerce and the Building Industry Association in consultation with commercial/industrial self-supplied groundwater users and business organizations that are signatories to the Water Forum Agreement, as required by sub-section (b) of this Section, the Board shall appoint the representative of commercial/industrial self-supplied groundwater users.
4. Conservation landowners. After considering the nomination by conservation landowners holding a fee or easement interest in two

shall appoint the representative of the Sacramento Regional
County Sanitation District.

(b) Prior to the appointment of the representatives of the entities described in subsections (a)(vi) through (a)(ix) above, those entities shall submit a recommended appointment for their respective representatives to the appointing authority identified in subsections (a)(vi) through (a)(ix) of this Section 7. The appointing authority shall give consideration to such recommendations, but shall retain the absolute discretion to appoint any person satisfying the criteria for appointment set forth in Section 5 of this Agreement.

8. Governing Board Voting Requirements.

(a) Each member of the governing board of the Authority shall have one vote. With the exception of fiscal items as set forth in subsections (b) and (c) below, an affirmative vote by a majority of all members of the governing board is required to approve any item related to implementation of the Groundwater Management Plan.

(b) Fiscal items, including, but not limited to, approval of the annual budget of the Authority and any expenditures, shall require an affirmative vote by a majority of all the members of the governing board that includes affirmative votes by all of the representatives of the Cities of Elk Grove, Folsom, Rancho Cordova and Sacramento and the County of Sacramento.

(c) Any change in annual contributions necessary to support the work of the Authority as set forth in subsection (d) below, shall require an affirmative vote of eleven of the sixteen members of the governing board that includes affirmative votes by all of the representatives of the Cities of Elk Grove, Folsom, Rancho Cordova and Sacramento and the County of Sacramento.

two dollars and seven cents (\$2.07) per acre foot and paid out of SCWA Zone 13 funds.

- (vi) All annual funds shall be paid by July 1 of each year, commencing on July 1, 2006. The annual fee for the first year after the effective date of this Agreement shall be prorated from the date of the last signatory approval establishing the Authority.

(e) The governing board of the Authority may, at its discretion, adjust the funding contributions set forth in sub-section (d) above, subject to compliance with the voting requirements prescribed in sub-section (c) above.

9. **Quorum.** A majority of the members of the governing board shall constitute a quorum for purposes of transacting business, except less than a quorum may vote to adjourn a meeting.

10. **Terms Of Office.** With the exception of the initial term of the representatives appointed by the County of Sacramento as described in Section 7 (a)(ix), the term of office of each member of the governing board the Authority shall be for a period of four (4) years. For the purpose of providing staggered terms of office, the term of the initial representatives appointed by the County of Sacramento as described in Section 7 (a)(ix) shall be for a period of two (2) years. Thereafter, the term of office of each representative appointed by the County of Sacramento as described in Section 7 (a)(ix) shall be for a period of four (4) years. Each member of the governing board shall serve at the pleasure of the appointing body and may be removed as a member of the governing board by the appointing body at any time. If at any time a vacancy occurs on the governing board, a replacement shall be appointed to fill the unexpired term of the previous representative pursuant to the provisions of Section 7 of this Agreement within ninety (90) days of the date that such position becomes vacant.

the Authority. The treasurer and controller shall comply strictly with the provisions of statutes relating to their duties found in Chapter 5 (commencing with Section 6500) of Division 7 of Title 1 of the Government Code.

(b) The governing board of the Authority shall appoint a clerk and legal counsel as it deems appropriate.

14. Executive Director. The governing board of the Authority, with the concurrence of the Sacramento County Water Agency, shall appoint an Executive Director who shall be responsible to the governing board for the proper and efficient administration of the Authority as directed by the governing board pursuant to the provisions of this Agreement or of any ordinance, resolution or order of the governing board. In addition to any other duties which may be assigned, the Executive Director shall have the following authority:

- (a) under the policy direction of the governing board, to plan, organize and direct all Authority activities;
- (b) to authorize expenditures within the designations and limitations of the budget approved by the governing board;
- (c) to make recommendations to and requests of the governing board concerning any matter which is to be performed, done or carried out by the governing board;
- (d) to have the authority to appoint, discipline, assign and otherwise supervise and control the activities of any employees or contractors which may be hired or retained by the Authority; and
- (e) to have charge of, handle and have access to any property of the Authority.

15. Meetings. The Authority shall provide for regular and special meetings in accordance with the Ralph M. Brown Act (Chapter 9 (commencing with Section 54950) of Part 1 of Division 2 of Title 5 of the Government Code) or with any successor provision.

(c) For purposes of exercising the authority set forth in subsection (b), and subject to the limitations set forth in subsection (a), the Authority shall have the following corporate and political powers:

- (i) To sue and be sued in all actions and proceedings in all courts and tribunals.
- (ii) To adopt a seal and alter it at its discretion.
- (iii) For the common benefit of the Authority, to store water in underground water basins or reservoirs within and outside the Authority, to appropriate water and acquire water rights within or outside the Authority, to import water into the Authority, and to conserve, or cause the conservation of, water within or outside the Authority.
- (iv) To act jointly, or cooperate, with the Federal government or any agency thereof, the state, or any county or agency thereof, or any political subdivision or district therein, including flood control districts, private and public corporations, and any person, so that the powers of the Authority may be fully and economically exercised.
- (v) To cause taxes, assessments, fees or charges to be levied in accordance with applicable State law, and in a manner consistent with the GMP to accomplish the purposes of the Authority.
- (vi) To require the permitting of groundwater extraction facilities within the boundaries of the Authority, to maintain a record of extraction with respect to any such facilities, and to require the installation of meters on groundwater extraction facilities for the purpose of determining the amount of groundwater being extracted from the Central Basin.

19. Adoption of the Central Sacramento County Groundwater Management

Plan. Within sixty (60) days after the first meeting of the governing board of the Authority, the governing board shall consider for adoption the Central Sacramento County Groundwater Management Plan (CSCGMP) negotiated by the Central Sacramento County Groundwater Forum and dated February, 2006. The governing board of the Authority may revise the CSCGMP subsequent to its adoption as it deems appropriate.

20. Implementation of the Well Protection Program. In order to facilitate the implementation of the Well Protection Program described in the Central Sacramento County Groundwater Management Plan, within sixty (60) days after the first meeting of the governing board of the Authority, the governing board shall submit to each of the entities who are signatories to this Agreement, and who have land use authority for areas within the boundaries of the Authority where new development will or may be served by groundwater, a draft Well Protection Plan ordinance to consider for adoption.

21. Termination. This Agreement shall remain in effect until terminated by one of the parties hereto pursuant to this section. This Agreement may be terminated by any of the parties hereto at any time and for any reason by providing ninety (90) days written notice of termination to the other parties.

22. Disposition Of Authority Assets Upon Termination.

(a) In the event of the termination of the Authority where there will be a successor public entity which will carry on the functions of the Authority and assume its assets, the assets of the Authority shall be transferred to the successor public entity.

(b) If there is no successor public entity which will carry on the functions of the Authority and assume its assets, the assets shall be returned to the parties hereto in proportion to the contribution of each party during the term of this Agreement.

any other member of the Board, officer, or employee. No member of the Board, officer, or employee of the Authority shall be required to give a bond or other security to guarantee the faithful performance of his or her duties pursuant to this Agreement.

(c) The funds of the Authority shall be used to defend, indemnify, and hold harmless the Authority and any member of the Board, officer, or employee of the Authority for actions taken in good faith and within the scope of his or her authority. Nothing herein shall limit the right of the Authority to purchase insurance or to create a self-insurance mechanism to provide coverage for the foregoing indemnity.

30. Notices. Any notices to the parties required by this Agreement shall be delivered or mailed, United States Mail first class, postage prepaid, addressed as follows:

CITY OF ELK GROVE
8380 Laguna Palms Way
Elk Grove, CA 95758
Att: City Engineer

CITY OF FOLSOM
50 Natoma Street
Folsom, CA 95630
Att: Director of Utilities

CITY OF RANCHO CORDOVA
2729 Prospect Park Drive
Rancho Cordova, CA 95670
Att: Public Works Director

CITY OF SACRAMENTO
1395 35th Avenue,
Sacramento, CA 95822
Att: Director, Department of Utilities

COUNTY OF SACRAMENTO
827 7th St. Rm 301
Sacramento, CA 95814
Att: Director, Department of Water Resources

Notices given under this Agreement shall be deemed to have been received at the earlier of actual receipt, or the second business day following deposit in the United States mail, as required above. Any party may amend its address for notice by notifying the other parties pursuant to this Section.

CITY OF SACRAMENTO

Dated: 9-5-06By Heather Fargo
Heather Fargo,
Mayor

Attest:

Shirley Concolino
Shirley Concolino,
City Clerk

Approved As To Form:

Eileen Teichert
Eileen Teichert,
City Attorney

AUG 18 2006

Attest:

Cindy H. Turner
Cindy H. Turner,
Clerk of the Board

COUNTY OF SACRAMENTO

By Roberta MacGlashan
Roberta MacGlashan
Chairperson, Board of Supervisors

Approved As To Form:

John F. Whisenhunt
John Whisenhunt
Assistant County CounselCITY
AGREEMENT NO. 2006-0972

Absent: None.

Heather Fargo
Mayor, Heather Fargo

Attest:
Shirley Concollino
Shirley Concollino, City Clerk

MEMORANDUM

DATE: March 21, 2016

TO: Honorable Mayor and Council Members

FROM: Mindy Cuppy, MMC, City Clerk



SUBJECT: RESOLUTION AUTHORIZING THE CITY MANAGER TO SIGN MEMORANDUM OF UNDERSTANDING (MOU) WITH THE COUNTY OF SACRAMENTO FOR ELECTIONS SERVICES

RECOMMENDATION

Adopt Resolution No. 17-2016.

RESULT OF RECOMMENDED ACTION

The City will enter into a Memorandum of Understanding with the County of Sacramento Registrar of Voters outlining roles, rights, responsibilities, and expectations for each agency with regards to providing certain services for all elections.

BACKGROUND

When an election is called in the City of Rancho Cordova, certain election services are provided by the Sacramento County Registrar of Voters. Procedures and understanding of roles are needed to ensure both parties understand the expectations during an election cycle.

FISCAL IMPACT

None.

ATTACHMENTS

1. Resolution No. 17-2016.
2. Memorandum of Understanding (MOU).
3. Board of Supervisors Staff Report and Resolution.

ATTACHMENT 1

CITY OF RANCHO CORDOVA

RESOLUTION NO. 17-2016

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
AUTHORIZING THE CITY MANAGER TO SIGN A MEMORANDUM OF UNDERSTANDING
(MOU) WITH THE COUNTY OF SACRAMENTO FOR ELECTIONS SERVICES.**

WHEREAS, When an election is called in the City of Rancho Cordova, certain election services are provided by the Sacramento County Registrar of Voters; and

WHEREAS, Sacramento County Voter Registration and Elections administers elections for all jurisdictions within Sacramento County; and

WHEREAS, Procedures and understanding of roles are needed to ensure both parties understand the expectations during an election cycle; and

WHEREAS, A Memorandum of Understanding (MOU) will uniformly define each parties' roles and responsibilities in the administration of elections; and

WHEREAS, The City of Rancho Cordova and the County of Sacramento will benefit from a streamlined method of collaborating for election administration services.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA authorizes the City Manager or his designee to sign the Memorandum of Understanding for election services with Sacramento County Voter Registration and Elections.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the ____ day of ____, 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

David M. Sander, Mayor

ATTEST:

Mindy Cuppy, MMC, City Clerk

ATTACHMENT 2

**MEMORANDUM OF UNDERSTANDING BY AND BETWEEN
THE CITY OF RANCHO CORDOVA
AND
THE COUNTY OF SACRAMENTO**

1. **PARTIES.** This Memorandum of Understanding (MOU) is entered into by the City of Rancho Cordova, a California municipal corporation (“City”) and the County of Sacramento, a political subdivision of the State of California (“County”).

2. **PURPOSE OF THIS MOU.** The purpose of this MOU is to define the expectations, rights, and responsibilities of the parties with regard to providing certain services for all elections. This MOU supersedes any other agreement between the parties related to the matters covered by this MOU.

3. **ROLES AND RESPONSIBILITIES.** The responsibilities of the Sacramento County Registrar of Voters and the City Clerk of the City of Rancho Cordova are defined in Attachment A (Scope of Services), which is a part of this MOU.

4. **REIMBURSEMENT FOR SERVICES PROVIDED.** The City agrees to reimburse the County for elections services within 30 days from receipt of an invoice from the County Elections Office. If there is a dispute about services provided or costs claimed, the Registrar of Voters and the City Clerk shall meet in good faith to resolve the dispute before any other remedies are sought.

5. **MUTUAL INDEMNIFICATION.**

5.1 City agrees to indemnify and hold harmless County, its officers, employees, agents, and volunteers from any and all liabilities for injury to persons and damage to property arising out of any act or omission of City, its officers, employees, agents or volunteers in connection with City’s performance of its obligations under this MOU.

5.2 County agrees to indemnify and hold harmless City, its officers, employees, agents, and volunteers from any and all liabilities for injury to persons and damage to property arising out of any act or omission of County, its officers, employees, agents or volunteers in connection with County’s performance of its obligations under this MOU.

5.3 This Section 5 survives the termination or expiration of this MOU.

6. **TERM OF AGREEMENT.** This MOU is effective upon the signatures of the parties, and may be modified at any time by the written consent of the parties. It may be terminated at any time upon mutual consent of the parties, or unilaterally upon written notice from the terminating party to the other party at least 60 days prior to the date of termination. The City shall reimburse the County for cost of services provided through the date of the termination notice.

ATTACHMENT 2

CITY OF RANCHO CORDOVA,
A California municipal corporation

COUNTY OF SACRAMENTO,
a political subdivision of the State
of California

By: _____
Cyrus Abhar, City Manager

By: _____
Registrar of Voters

Date: _____

Date: _____

Approved as to Form:

Approved as to Form:

By: _____
Adam Lindgren, City Attorney

By: _____
County Counsel

ATTEST:

By: _____
Mindy Cuppy, City Clerk

Date: _____

Date: _____

ATTACHMENT 2**ATTACHMENT A - SCOPE OF SERVICES****ALL ELECTIONS**

Registrar of Voters shall provide the following services for all City of Rancho Cordova elections:

1. Prepare election process forms and provide to the City Clerk at least 120 days prior to the election.
2. Verify signatures on petitions, including but not limited to, all candidate official filing forms, nomination paper petitions, and supplemental nomination paper petitions; initiative, referendum, and recall petitions; Notices of Intent to Circulate Petitions; and Notices of Intent to Recall.
3. Assign measure letters.
4. Prepare, translate, and format the sample ballot for materials including, as applicable: candidates' statement, ballot arguments and rebuttals, measure ballot title and summary, measure impartial analysis, facsimile ballot, voting instructions, polling place information, and map and/or address of ballot drop-off locations in the City of Rancho Cordova.
5. Provide all sample ballot materials to the City Clerk for review and confirmation within the Registrar's time frames to make necessary changes in time to meet legal deadlines prior to printing and mailing.
6. Supply sample ballot materials to registered voters in the affected Council Districts.
7. Provide to the City Clerk an electronic listing of all electors eligible to vote in the election, including polling place, if applicable.
8. Provide ballot tabulation equipment and qualified and trained personnel for its operation throughout the election as provided by law.
9. Provide security during ballot counting and tabulation process.
10. Provide sufficient personnel to deliver, process, count, and tabulate election ballots.
11. Provide sufficient personnel to process, count, and tabulate signature withdrawal requests.
12. Distribute and process vote-by-mail ballots.
13. Distribute and process provisional ballots and challenged ballots.
14. Perform canvass and issue Official Statement of Vote to the City Clerk as required by federal and state election laws.
15. Prepare invoices for services rendered within 45 days of the election and provide revised invoices, as necessary, following cost reconciliation.
16. Refer media inquiries and requests relating to City of Rancho Cordova elections to the City Clerk.
17. Other services as requested by the City Clerk.

ATTACHMENT 2

The City Clerk shall provide the following services to the Registrar of Voters for all City of Rancho Cordova elections:

1. Provide a copy of the resolution calling the election and requesting services as required by federal and state election law.
2. Provide City Council action regarding costs for printing of candidate statements.
3. Promptly forward candidates' Candidate Official Filing forms and Statement of Qualification upon submittal.
4. As applicable, promptly furnish copies of the full text of measures, including a written description of any related maps or images, impartial analysis, ballot title and summary, arguments, and rebuttals.
5. Promptly review and confirm content and content placement of sample ballot materials.
6. Furnish copies of published Notice of Election and list of qualified candidates.
7. Remit payment for services rendered within 30 days of receiving invoice.

ELECTION POLLING LOCATIONS

The Registrar of Voters shall provide the additional following services for City of Rancho Cordova polling location elections:

1. Establish polling locations that are compliant with State of California law regarding accessibility.
2. Provide furniture and equipment, as needed, for polling locations and poll workers.
3. Hire, train, and compensate poll workers and alternate poll workers.
4. Hire, train, and compensate Coordinators and technical teams for technical and logistical support to poll workers and elections personnel.
5. Provide the City Clerk with a direct link to County website that indicates polling locations.

The City Clerk shall provide the additional following services for City of Rancho Cordova polling place elections:

1. Provide location and security for a ballot box for vote-by-mail drop-offs at City Hall on Election Day and at least 15 days prior.

ALL-MAIL-BALLOT ELECTIONS

The Registrar of Voters shall provide the additional following services for City of Rancho Cordova all-mail-ballot elections:

1. Provide materials, equipment, staffing, and activities required for all-mail-ballot elections as required by law.
2. Hire and train workers for ballot drop-off locations.
3. Provide for the establishment of ballot drop-off locations, with days and hours of operation for a period of at least 15 days prior to Election Day and on Election Day from 7 a.m. to 8 p.m. or as required by election law.

ATTACHMENT 2

4. Provide materials, furniture, and equipment, as needed, for ballot drop-off locations.
5. Timely deliver all official ballots as required by law.
6. Provide daily tallies of returned ballots to the City Clerk.

The City Clerk shall provide to the Registrar of Voters for City of Rancho Cordova all-mail-ballot elections:

1. Assist with the identification of potential facilities for ballot drop-off locations.
2. Provide location and security for a ballot box for vote-by-mail drop-offs at City Hall on Election Day and 15 days prior to Election Day or as otherwise required by law.

APPROVED

BOARD OF SUPERVISORS

By Reso # 2015-0809
OCT 27 2015By Arlene Evans
Clerk of the BoardCOUNTY OF SACRAMENTO
CALIFORNIAFor the Agenda of
October 27, 2015

To: Board of Supervisors

From: Department of Voter Registration and Elections

Subject: Authorize The Registrar Of Voters To Execute Memoranda Of Understanding For Election Services With Jurisdictions That Request Election Services From Sacramento County

Supervisory
District(s): All

Contact: Jill LaVine, Registrar of Voters, 875-6558
Theresa Smart, Administrative Services Officer II, 875 6610

Overview

A Memorandum of Understanding (MOU) for election services defines the expectations, rights and responsibilities of the parties involved in conducting elections in Sacramento County. Only one jurisdiction has an MOU for election services and that MOU is old and needs to be updated to reflect today's election rules and voting opportunities.

Recommendations

Approve the attached resolution authorizing the Registrar of Voters to execute Memoranda of Understanding for election services with jurisdictions that request election services from Sacramento County.

Measures/Evaluations

Sacramento County and the County's jurisdictions will have MOUs for election services that uniformly defines each parties' roles and responsibilities in conducting elections.

Fiscal Impact

There is no financial impact related to this request.

BACKGROUND:

The Sacramento County Department of Voter Registration and Elections conducts elections on behalf of all the jurisdictions within the County. The request for election services from these jurisdictions has generally been through an informal letter submitted to Voter Registration and Elections (VRE) prior to each election. These informal letters provide only a brief list of the tasks needed for the successful administration of an election, leaving VRE to perform tasks beyond those requested in order to meet all the legal requirements of an election.

Authorize The Registrar Of Voters To Execute Memoranda Of Understanding For Election Services With Jurisdictions That Request Election Services From Sacramento County
Page 2

Only the City of Sacramento has a more formal Memorandum of Understanding (MOU) for election services with the County, enacted by the Board of Supervisors in 1984. Election laws and voting opportunities have changed significantly over the intervening years and the 1984 document needs to be replaced with an MOU that reflects today's procedures, rules and regulations. The department and the City Clerk are working together to update their MOU.

DISCUSSION:

There are 59 local jurisdictions on whose behalf Voter Registration and Elections (VRE) conducts elections. Historically, the process to request election services has been informal. Jurisdictions send a letter to VRE confirming their contests up for election and agreeing to reimburse the county for their share of the elections costs based on the biennial Fee Schedule. The City of Sacramento is the only jurisdiction with which the County has an MOU for election services. However, this MOU is over 31 years old and needs to be rewritten to reflect current election laws and voting opportunities.

Letters from districts typically include a short list of actions requested of VRE for their election. The lists include such routine items as publishing the notice of the election, preparation and distribution of ballots, and canvassing election results. The list is not exhaustive of all tasks performed in administration of elections, nor does it include the jurisdictions duties for any given election. VRE accepts the letter as the jurisdiction's intent for VRE to perform all necessary tasks related to the election and to fully reimburse the County for their election costs.

Entering into MOUs with jurisdictions will eliminate the need for jurisdictions to prepare a letter listing their requested election tasks, will streamline their jurisdictions contest submittal process and eliminate redundant directions from the jurisdictions. VRE staff will no longer need to devote staff time to reviewing pages of transmittal letters to ensure the jurisdiction has requested services necessary to conduct an election. Jurisdictions with MOUs will only need to send a short letter referencing their MOU that confirms their contests and measures up for election as well as any specialized services, if requested, for that election. Finally, the MOUs with the jurisdictions will provide uniform descriptions of each parties' roles and responsibilities in conducting elections.

Voter Registration and Elections has maintained good relationships with the jurisdictions for which it conducts elections, leading to a high level of trust in the County's election administration. Establishing MOUs for election services will provide a legal document that clarifies election administration services expected of both the County and the jurisdiction.

In late September, VRE and the City of Sacramento finalized the updated wording on the existing MOU. This updated MOU will become effective upon approval of the attached resolution. In early October, VRE introduced the MOU proposal by letter to the remaining cities, all school districts and all special districts within the County. This letter outlined each party's responsibilities for election administration and support, and included an MOU template. While the MOU is optional, the clarification of responsibilities, rights and expectations offered therein will be beneficial to both parties.

Authorize The Registrar Of Voters To Execute Memoranda Of Understanding For Election Services With Jurisdictions That Request Election Services From Sacramento County
Page 3

With as many as 59 MOUs expected as a result of this program, it is recommended that your Board delegate signature authority for the MOUs to the Registrar of Voters, or his or her designee, with County Counsel's review and approval as to form. Delegated signature authority will also enable the MOUs to be quickly updated to reflect future changes in election laws.

There are two MOU templates attached to this report. The first is the Standard MOU (Attachment 1) and will be used with all jurisdictions except municipalities. The second, the Municipality MOU, (Attachment 2) includes a broader range of duties ordinarily performed by the city clerks. City clerks, by law, are election officials and are authorized to conduct elections. In Sacramento County, the Cities have delegated election administration to VRE except for tasks associated with candidate nomination filings for each election. The Municipality MOU template specifies that the city clerks' retain their candidate nomination filing tasks.

MEASURES/EVALUATIONS

Sacramento County will have an MOU that uniformly defines each jurisdictions' roles and responsibilities in conducting elections.

FINANCIAL ANALYSIS

There is no financial impact related to this request.

CONCLUSION

The Board's action today authorizing the Registrar of Voters to sign Memoranda of Understanding with the County's jurisdictions for election services will ensure the County and the jurisdictions will uniformly define each parties' roles and responsibilities in the administration of elections.

Respectfully submitted,

APPROVED:
BRADLEY J. HUDSON
County Executive

JILL LAVINE, Registrar of Voters
Voter Registration and Elections

By: _____
PAUL G. LAKE
Chief Deputy County Executive
Countywide Services

Attachments: Resolution
Attachment 1 – Standard Memorandum of Understanding Template
Attachment 2 – Municipality Memorandum of Understanding Template

RESOLUTION NO. 2015-0809

**AUTHORIZING THE REGISTRAR OF VOTERS TO SIGN
MEMORANDA OF UNDERSTANDING FOR ELECTION SERVICES
WITH JURISDICTIONS THAT REQUEST ELECTION SERVICES FROM
SACRAMENTO COUNTY**

WHEREAS, Voter Registration and Elections administers elections for all jurisdictions having contests within Sacramento County; and,

WHEREAS, the County and jurisdictions will benefit from a streamlined method for addressing their requests for election administration services; and,

WHEREAS, the memorandum of understanding will uniformly define each parties' roles and responsibilities in the administration of elections.

NOW, THEREFORE, BE IT RESOLVED that the Board of Supervisors, County of Sacramento, authorizes the Sacramento County Registrar of Voters, or his or her designee, to sign memoranda of understanding for election services with jurisdictions holding elections in Sacramento County on behalf of the Chair of the Board of Supervisors of Sacramento County.

On a motion by Supervisor Nottoli, seconded by Supervisor Serna, the foregoing Resolution was passed and adopted by the Board of Supervisors of the County of Sacramento, State of California, this 27th day of October, 2015, by the following vote, to wit:

AYES: Supervisors, Kennedy, MacGlashan, Nottoli, Peters, Serna

NOES: Supervisors, None

ABSENT: Supervisors, None

ABSTAIN: Supervisors, None

RECUSAL: Supervisors, None

(PER POLITICAL REFORM ACT (§ 18702.5.))



Arlene Evans
Clerk, Board of Supervisors

Rui Serna
Chair of the Board of Supervisors
of Sacramento County, California

In accordance with Section 25103 of the Government Code of the State of California a copy of the document has been delivered to the Chair of the Board of Supervisors, County of Sacramento on 10.27.15

By: *S. Studdert*

Deputy Clerk, Board of Supervisors

FILED
BOARD OF SUPERVISORS

OCT 27 2015

Arlene Evans
BY
CLERK OF THE BOARD

MEMORANDUM OF UNDERSTANDING BY AND BETWEEN
_____ DISTRICT
AND
THE COUNTY OF SACRAMENTO

1. **PARTIES.** This Memorandum of Understanding (MOU) is entered into by the _____, ("District") and the County of Sacramento, a political subdivision of the State of California ("County").

2. **PURPOSE OF THIS MOU.** The purpose of this MOU is to define the expectations, rights, and responsibilities of the parties with regard to providing certain services for all elections. This MOU supersedes any other agreement between the parties related to the matters covered by this MOU. *(add in agreement details, if any)*

3. **ROLES AND RESPONSIBILITIES.** The responsibilities of the Sacramento County Registrar of Voters and the _____ *(specify authorized party - clerk, administrator, etc)* the _____ District are defined in Attachment A (Scope of Services), which is a part of this MOU.

4. **REIMBURSEMENT FOR SERVICES PROVIDED.** The District agrees to reimburse the County for elections services within 30 days from receipt of an invoice from the County Elections Office. If there is a dispute about services provided or costs claimed, the Registrar of Voters and the City Clerk shall meet in good faith to resolve the dispute before any other remedies are sought.

5. **MUTUAL INDEMNIFICATION.**

5.1 District agrees to indemnify and hold harmless County, its officers, employees, agents, and volunteers from any and all liabilities for injury to persons and damage to property arising out of any act or omission of District, its officers, employees, agents or volunteers in connection with District's performance of its obligations under this MOU.

5.2 County agrees to indemnify and hold harmless District, its officers, employees, agents, and volunteers from any and all liabilities for injury to persons and damage to property arising out of any act or omission of County, its officers, employees, agents or volunteers in connection with County's performance of its obligations under this MOU.

5.3 This Section 5 survives the termination or expiration of this MOU.

6. **TERM OF AGREEMENT.** This MOU is effective upon the signatures of the parties, and may be modified at any time by the written consent of the parties. It may be terminated at any time upon mutual consent of the parties, or unilaterally upon written notice from the terminating party to the other party at least 60 days prior to the date of termination. The District shall reimburse the County for cost of services provided through the date of the termination notice.

Standard MOU Template
Page 2

Attachment 1

_____ DISTRICT,

COUNTY OF SACRAMENTO,
a political subdivision of the State of
California

By: _____
(*specify authorized party*)

By: _____
Registrar of Voters

Date: _____

Date: _____

Approved as to Form:

Approved as to Form:

By: _____
(*or appropriate counter signature*)

By: _____
County Counsel

ATTACHMENT A - SCOPE OF SERVICES

ALL ELECTIONS

Registrar of Voters shall provide the following services for all _____ District elections:

1. Prepare election process forms and provide to the (*specify authorized party*) at least 120 days prior to the election.
2. Verify signatures on petitions, including but not limited to, all candidate official filing forms, nomination paper petitions, and supplemental nomination paper petitions; initiative, referendum, and recall petitions; Notices of Intent to Circulate Petitions; and Notices of Intent to Recall.
3. Assign measure letters.
4. Prepare, translate, and format the sample ballot for materials including, as applicable: candidates' statement, ballot arguments and rebuttals, measure ballot title and summary, measure impartial analysis, facsimile ballot, voting instructions, polling place information, and map and/or address of ballot drop-off locations in the _____ DISTRICT.
5. Supply sample ballot materials to registered voters in the affected District (*wards, areas, etc.*).
6. Provide to the (*specify authorized party*) an electronic listing of all electors eligible to vote in the election, including polling place, if applicable.
7. Provide ballot tabulation equipment and qualified and trained personnel for its operation throughout the election as provided by law.
8. Provide security during ballot counting and tabulation process.
9. Provide sufficient personnel to deliver, process, count, and tabulate election ballots.
10. Provide sufficient personnel to process, count, and tabulate signature withdrawal requests.
11. Distribute and process vote-by-mail ballots.
12. Distribute and process provisional ballots and challenged ballots.
13. Perform canvass and issue Official Statement of Vote to the (*specify authorized party*) as required by federal and state election laws.
14. Prepare invoices for services rendered within 45 days of the election and provide revised invoices, as necessary, following cost reconciliation
15. Other services as requested by the (*specify authorized party*).

The (*specify authorized party*) shall provide the following services to the Registrar of Voters for all _____ District elections:

1. Provide a copy of the resolution calling the election and requesting services as required by federal and state election law.
2. Provide (*Board, Trustee, Directors*) action regarding costs for printing of candidate statements.
3. As applicable, promptly furnish copies of the full text of measures, including a written description of any related maps or images, impartial analysis, ballot title and summary, arguments, and rebuttals.
4. Remit payment for services rendered within 30 days of receiving invoice.

ELECTION POLLING LOCATIONS

**The Registrar of Voters shall provide the additional following services for _____
District polling location elections:**

1. Establish polling locations that are compliant with State of California law regarding accessibility.
2. Provide furniture and equipment, as needed, for polling locations and poll workers.
3. Hire, train, and compensate poll workers and alternate poll workers.
4. Hire, train, and compensate Coordinators and technical teams for technical and logistical support to poll workers and elections personnel.
5. Provide the *(specify authorized party)* with a direct link to County website that indicates polling locations.

**The *(specify authorized party)* shall provide the additional following services for _____
District polling place elections:**

1. Provide location and security for a ballot box for vote-by-mail drop-offs at District Office on Election Day and at least 15 days prior. *(this item optional at request of District)*

ALL-MAIL-BALLOT ELECTIONS

**The Registrar of Voters shall provide the additional following services for _____
District all-mail-ballot elections:**

1. Provide materials, equipment, staffing, and activities required for all-mail-ballot elections as required by law.
2. Hire and train workers for ballot drop-off locations.
3. Provide for the establishment of ballot drop-off locations, with days and hours of operation for a period of at least 15 days prior to Election Day and on Election Day from 7 a.m. to 8 p.m. or as required by election law.
4. Provide materials, furniture, and equipment, as needed, for ballot drop-off locations.
5. Timely deliver all official ballots as required by law.
6. Provide daily tallies of returned ballots by *(wards, areas, etc.)* as requested to the *(specify authorized party)*.

**The *(specify authorized party)* shall provide to the Registrar of Voters for _____
District all-mail-ballot elections:**

1. Assist with the identification of potential facilities for ballot drop-off locations.
2. Provide location and security for a ballot box for vote-by-mail drop-offs at District Office on Election Day and 15 days prior to Election Day or as otherwise required by law. *(this item optional at request of District)*

**MEMORANDUM OF UNDERSTANDING BY AND BETWEEN
THE CITY OF _____
AND
THE COUNTY OF SACRAMENTO**

1. **PARTIES.** This Memorandum of Understanding (MOU) is entered into by the City of _____, a California _____ city and municipal corporation ("City") and the County of Sacramento, a political subdivision of the State of California ("County").

2. **PURPOSE OF THIS MOU.** The purpose of this MOU is to define the expectations, rights, and responsibilities of the parties with regard to providing certain services for all elections. This MOU supersedes any other agreement between the parties related to the matters covered by this MOU. *(add in agreement details, if any)*

3. **ROLES AND RESPONSIBILITIES.** The responsibilities of the Sacramento County Registrar of Voters and the City Clerk of the City of _____ are defined in Attachment A (Scope of Services), which is a part of this MOU.

4. **REIMBURSEMENT FOR SERVICES PROVIDED.** The City agrees to reimburse the County for elections services within 30 days from receipt of an invoice from the County Elections Office. If there is a dispute about services provided or costs claimed, the Registrar of Voters and the City Clerk shall meet in good faith to resolve the dispute before any other remedies are sought.

5. **MUTUAL INDEMNIFICATION.**
 - 5.1 City agrees to indemnify and hold harmless County, its officers, employees, agents, and volunteers from any and all liabilities for injury to persons and damage to property arising out of any act or omission of City, its officers, employees, agents or volunteers in connection with City's performance of its obligations under this MOU.

 - 5.2 County agrees to indemnify and hold harmless City, its officers, employees, agents, and volunteers from any and all liabilities for injury to persons and damage to property arising out of any act or omission of County, its officers, employees, agents or volunteers in connection with County's performance of its obligations under this MOU.

 - 5.3 This Section 5 survives the termination or expiration of this MOU.

6. **TERM OF AGREEMENT.** This MOU is effective upon the signatures of the parties, and may be modified at any time by the written consent of the parties. It may be terminated at any time upon mutual consent of the parties, or unilaterally upon written notice from the terminating party to the other party at least 60 days prior to the date of termination. The City shall reimburse the County for cost of services provided through the date of the termination notice.

Municipality MOU Template
Page 2

Attachment 2

CITY OF _____, a California
city and municipal corporation

COUNTY OF SACRAMENTO,
a political subdivision of the State of
California

By: _____
City Clerk

by: _____
Registrar of Voters

Date: _____

Date: _____

Approved as to Form:

Approved as to Form:

By: _____
City Attorney
(or appropriate counter signature)

by: _____
County Counsel

ATTACHMENT A - SCOPE OF SERVICES

ALL ELECTIONS

Registrar of Voters shall provide the following services for all City of _____ elections:

1. Prepare election process forms and provide to the City Clerk at least 120 days prior to the election.
2. Verify signatures on petitions, including but not limited to, all candidate official filing forms, nomination paper petitions, and supplemental nomination paper petitions; initiative, referendum, and recall petitions; Notices of Intent to Circulate Petitions; and Notices of Intent to Recall.
3. Assign measure letters.
4. Prepare, translate, and format the sample ballot for materials including, as applicable: candidates' statement, ballot arguments and rebuttals, measure ballot title and summary, measure impartial analysis, facsimile ballot, voting instructions, polling place information, and map and/or address of ballot drop-off locations in the City of _____.
5. Provide all sample ballot materials to the City Clerk for review and confirmation within the Registrar's time frames to make necessary changes in time to meet legal deadlines prior to printing and mailing.
6. Supply sample ballot materials to registered voters in the affected Council Districts.
7. Provide to the City Clerk an electronic listing of all electors eligible to vote in the election, including polling place, if applicable.
8. Provide ballot tabulation equipment and qualified and trained personnel for its operation throughout the election as provided by law.
9. Provide security during ballot counting and tabulation process.
10. Provide sufficient personnel to deliver, process, count, and tabulate election ballots.
11. Provide sufficient personnel to process, count, and tabulate signature withdrawal requests.
12. Distribute and process vote-by-mail ballots.
13. Distribute and process provisional ballots and challenged ballots.
14. Perform canvass and issue Official Statement of Vote to the City Clerk as required by federal and state election laws.
15. Prepare invoices for services rendered within 45 days of the election and provide revised invoices, as necessary, following cost reconciliation
16. Refer media inquiries and requests relating to City of _____ elections to the City Clerk.
17. Other services as requested by the City Clerk.

The City Clerk shall provide the following services to the Registrar of Voters for all City of _____ elections:

1. Provide a copy of the resolution calling the election and requesting services as required by federal and state election law.
2. Provide City Council action regarding costs for printing of candidate statements.
3. Promptly forward candidates' Candidate Official Filing forms and Statement of Qualification upon submittal.

4. As applicable, promptly furnish copies of the full text of measures, including a written description of any related maps or images, impartial analysis, ballot title and summary, arguments, and rebuttals.
5. Promptly review and confirm content and content placement of sample ballot materials.
6. Furnish copies of published Notice of Election and list of qualified candidates.
7. Remit payment for services rendered within 30 days of receiving invoice.

ELECTION POLLING LOCATIONS

The Registrar of Voters shall provide the additional following services for City of _____ polling location elections:

1. Establish polling locations that are compliant with State of California law regarding accessibility.
2. Provide furniture and equipment, as needed, for polling locations and poll workers.
3. Hire, train, and compensate poll workers and alternate poll workers.
4. Hire, train, and compensate Coordinators and technical teams for technical and logistical support to poll workers and elections personnel.
5. Provide the City Clerk with a direct link to County website that indicates polling locations.

The City Clerk shall provide the additional following services for City of _____ polling place elections:

1. Provide location and security for a ballot box for vote-by-mail drop-offs at City Hall on Election Day and at least 15 days prior. *(this item optional at request of City)*

ALL-MAIL-BALLOT ELECTIONS

The Registrar of Voters shall provide the additional following services for City of _____ all-mail-ballot elections:

1. Provide materials, equipment, staffing, and activities required for all-mail-ballot elections as required by law.
2. Hire and train workers for ballot drop-off locations.
3. Provide for the establishment of ballot drop-off locations, with days and hours of operation for a period of at least 15 days prior to Election Day and on Election Day from 7 a.m. to 8 p.m. or as required by election law.
4. Provide materials, furniture, and equipment, as needed, for ballot drop-off locations.
5. Timely deliver all official ballots as required by law.
6. Provide daily tallies of returned ballots by Council District *(if applicable)* to the City Clerk.

The City Clerk shall provide to the Registrar of Voters for City of _____ all-mail-ballot elections:

1. Assist with the identification of potential facilities for ballot drop-off locations.

2. Provide location and security for a ballot box for vote-by-mail drop-offs at City Hall on Election Day and 15 days prior to Election Day or as otherwise required by law. *(this item optional at request of City)*

MEMORANDUM

DATE: March 21, 2016

TO: Honorable Mayor and Council Members

FROM: Albert Stricker, Interim Public Works Director and Rupa Somavarapu, Senior Civil Engineer

SUBJECT: **RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE THE FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT WITH MARK THOMAS & COMPANY FOR DESIGN OF SOIL BORN FARMS AND CHASE DRIVE CORRIDOR IMPROVEMENTS TO INCREASE THE CONTRACT AMOUNT FROM \$70,820 TO \$360,820 AND EXTEND THE CONTRACT TO DECEMBER 31, 2017.**



RECOMMENDATION

Adopt Resolution No. 24-2016.

RESULT OF RECOMMENDED ACTION

Adoption of Resolution No. 24-2016 will authorize the design of Phase 1 improvements and allow the original applicants for Measure H sales tax revenues/Community Enhancement Funds (CEF) to move forward with a coordinated design of the Soil Born Farms access project, and the Folsom Cordova Unified School District (FCUSD) plaza project at Coloma Road/Chase Drive. All participating groups will be positioned to prepare grant applications that fit into an integrated design.

BACKGROUND

Two CEF applications were submitted by Soil Born Farms and FCUSD for improvements along the Chase Drive corridor in May of 2015.

1. Soil Born Farms – Chase Drive Corridor: A Healthy Living Corridor

This application described Soil Born Farms as a highly valued community attraction with a need for improved access. Funding for planning and engineering services was requested to help redevelop Chase Drive into a more formal gateway including a new intersection at Chase Drive, driveway improvements, parking improvements, improved bicycle and pedestrian connectivity and thematic way-finding signage.

2. Folsom Cordova Unified School District (FCUSD) – Remodel the Corner of Chase Drive/Coloma Road

This application requested funds for design and a feasibility study for the proposed plaza concept that would improve public safety at this heavily used location in the City. The new plaza would create a larger area for students walking to and from school and would provide an informational sign to promote community events and public awareness. FCUSD also proposed cameras to support the Rancho Cordova Police Department during major events.

PROJECT VISION

City staff facilitated collaboration with stakeholders including Soil Born Farms, FCUSD, Cordova Recreation and Park District (CRPD), Cordova Community Council and Sacramento Regional Parks to prepare a unified vision for the corridor that incorporates the goals of both applications. Key elements of the vision include:

- North Terminus of Chase Drive - Reconfigured trail head parking, trail head plaza, new fee kiosk location, updated Community Center parking lot, new pedestrian trail access to Hagan Park and the High School; and integration with Sacramento County's proposed trail connection to the American River Parkway.
- Soil Born Farms on site improvements – expanded parking, decorative fencing, gated access, and new bike/pedestrian trail access, new driveway with reconstructed intersection at Chase Drive, entry/directional signing and traffic calming measures.
- Chase Drive – Cycle track (barrier separated bikeway with landscaping), updated Lancer Drive entry, updated lighting standards with banner mounts.
- Chase/Coloma Plaza – Expanded space for students commuting on foot or bike, seating areas, landscaping, monument sign and an information panel.

Total estimated cost for complete implementation of the vision is approximately \$8 million. The project is recommended to be phased to facilitate funding, design and construction. On February 2016, City staff brought the proposed comprehensive vision and phasing to City Council and requested their approval to proceed with Phase 1 design, and increase the total project budget to \$440,000. The City Council approved the request. Phase 1 design will include:

- Plaza improvements at the intersection of Chase Drive and Coloma Road.
- Soil Born Farms intersection alignment and access.

The purpose of this request is to obtain approval to execute a contract amendment with Mark Thomas & Company to proceed with phase 1 design. The design cost is within the previously approved budget.

FISCAL IMPACT

The CEF is the funding source for the requested contract amendment to proceed with Phase 1 design. The design cost is within the previously approved budget.

ENVIRONMENTAL REVIEW

The approval of this contract amendment relates only to design services and is exempt from review under the California Environmental Quality Act (CEQA). Section 15061(b)(3) of the CEQA Guidelines provides that a project is exempt from CEQA if the public agency finds that there is no possibility that the action will have a significant effect on the environment. Future approvals relating to actual proposed construction and discretionary entitlements involving this project would be subject to CEQA.

ATTACHMENT

Resolution No. 24-2016.

CITY OF RANCHO CORDOVA

RESOLUTION NO. 24-2016

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
AUTHORIZING THE CITY MANAGER TO EXECUTE THE FIRST AMENDMENT
TO THE PROFESSIONAL SERVICES AGREEMENT WITH
MARK THOMAS & COMPANY FOR DESIGN OF CHASE DRIVE,
COLOMA ROAD IMPROVEMENTS TO INCREASE THE CONTRACT AMOUNT
FROM \$70,820 TO \$360,820 AND EXTEND
THE CONTRACT TO DECEMBER 31, 2017**

WHEREAS, on October 1, 2015 the City entered into an agreement with Mark Thomas & Company to provide on-call professional services for the Public Works Department; and

WHEREAS, the City granted Measure H sales tax revenues/Community Enhancement Funds (CEF) to two local entities: Soil Born Farms and Folsom Cordova Unified School District (FCUSD) for planning, engineering, and design services relating to the Chase Drive Corridor and plaza improvements at Chase Drive/Coloma Road; and

WHEREAS, City Council approved Soil Born and FCUSD's comprehensive visioning and phasing of the proposed project and authorized increasing the City's support for the proposed project to \$440,000 to fund design services for the proposed project; and

WHEREAS, this Resolution will authorize the City Manager to execute the first amendment to the City's existing professional services agreement with Mark Thomas & Company to increase the total contract amount from \$70, 820 to \$360,820, amend the scope of services to include design services for the proposed project, and extend the term of the agreement until December 31, 2017; and

WHEREAS, the approval of this contract amendment relates only to design services and is exempt from review under the California Environmental Quality Act (CEQA).

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA does authorize the City Manager to execute the first amendment to the professional services agreement with Mark Thomas & Company to increase the contract amount from \$70,820 to \$360,820 and extend the term of the agreement to December 31, 2017, in a form approved by the City Attorney.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the _____ day of _____, 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

David M. Sander, Mayor

ATTEST:

Mindy Cuppy, MMC, City Clerk

MEMORANDUM



DATE: March 21, 2016

TO: Honorable Mayor and Council Members

FROM: Elizabeth Sparkman, Engineering Manager

SUBJECT: **RESOLUTION DECLARING CITY'S INTENTION TO IMPOSE AN ANNUAL STORMWATER UTILITY FEE FOR THE MAINTENANCE OF STORM DRAINAGE AND FLOOD PROTECTION SYSTEMS FOR THE SUNRIDGE PLAZA PROJECT**

RECOMMENDATION

Adopt Resolution No. 22-2016 designating a time and place for hearing protests in connection with the annual Stormwater Utility Fee for the Sunridge Plaza Project.

RESULT OF RECOMMENDED ACTION

Action on this item will declare the Council's intention to impose an annual Stormwater Utility Fee for the maintenance of the storm drainage and flood protection system for the Sunridge Plaza Project and sets a public hearing on April 4, 2016 on the matter.

BACKGROUND

The Council has previously approved the Sunridge Plaza improvements project with a condition of approval which requires that the property owner fund operation and maintenance of the storm drainage system. This condition will be satisfied by the participation in the City's Stormwater Utility Fee for storm drainage and flood protection services which is the subject of tonight's action.

Previously, projects were required to annex to the County's Stormwater Utility. Since the City has taken over drainage maintenance and operations services from the County, it was necessary to establish the Stormwater Utility District to fund drainage services to ensure compliance with new state and federal laws and regulations. The Stormwater Utility Fee was established on September 2, 2014 by Ordinance No. 7-2014.

DISCUSSION

The property owner has submitted a petition and waiver for the City to institute the proceedings to impose the Stormwater Utility Fee. The Sunridge Plaza Project is being annexed into the Stormwater Utility Fee (see ATTACHMENT 1). 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 improvements.

A "Rate Analysis Report" was adopted on September 2, 2014 by Resolution 103-2014. The report calculated the Fiscal Year 2014/2015 maximum annual Stormwater Utility Fee amount for each parcel proportionate to the estimated stormwater runoff for each parcel. The maximum annual fee is proposed to 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

A sample of the Stormwater Utility Fees for Fiscal Year 2015/2016 are summarized in the following table:

Table 1

Land Use Description	Total Area (acres)	Sample Fee
Single Family Residential (SFR1)	0.16	\$144.48
Single Family Residential (SFR2)	0.22	\$158.93
Single Family Residential (SFR3)	0.30	\$169.77
Single Family Residential (SFR4)	0.40	\$180.60
Single Family Residential (SFR5)	1.00	\$225.75
Multi-Family Residential (MFR1)	5.00	\$6,772.61
Commercial	1.00	\$1,715.73
Industrial	1.00	\$1,444.82
Schools	5.00	\$4,515.08
Private Recreation	1.00	\$451.51
Parks/Greenbelts	2.00	\$361.21
Public Property (with structures)	2.00	\$1,083.62

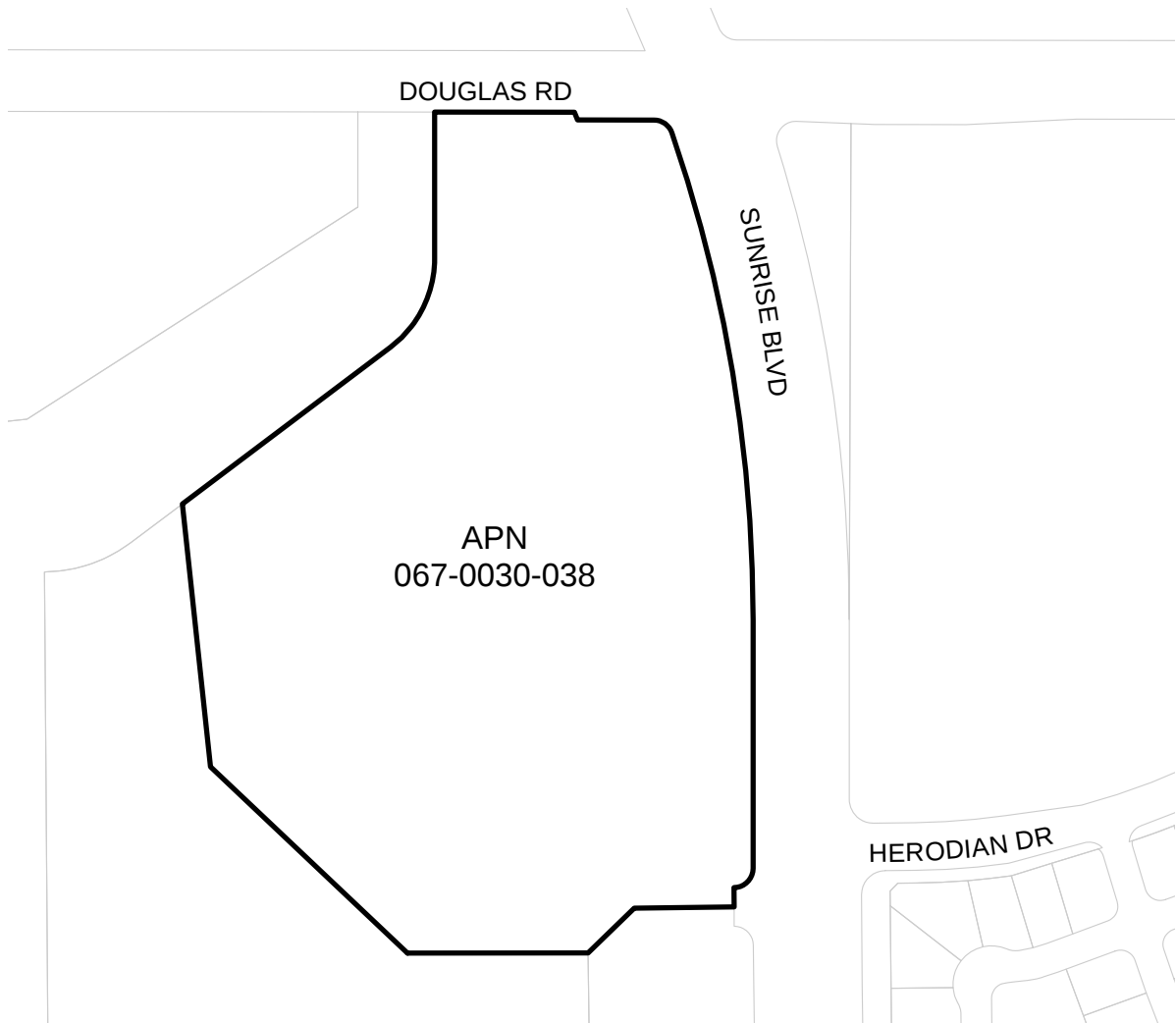
ATTACHMENT 2 is a Resolution which sets 5:30 p.m., or as soon thereafter as possible, on April 4, 2016 as the time and date for a hearing on the matters set forth therein and directs the City Clerk to give notice of the public hearing. Notice of the Public Hearing will be published in the Grapevine Independent as required by law. Furthermore, a notice of the hearing will be mailed to each property owner within the proposed Stormwater Utility Fee area.

ATTACHMENTS

1. Boundary Map
2. Resolution No. 22-2016, including Exhibit A

ATTACHMENT 1

**CITY OF RANCHO CORDOVA
STORMWATER UTILITY FEE AREA
ANNEXATION 3
(SUNRIDGE PLAZA)**



Legend

- Annexation Boundary
- Parcel Boundary

ATTACHMENT 2

CITY OF RANCHO CORDOVA

RESOLUTION NO. 22-2016

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
DESIGNATING A TIME AND PLACE FOR HEARING PROTESTS IN CONNECTION WITH
THE ANNUAL STORMWATER UTILITY FEE FOR THE SUNRIDGE PLAZA PROJECT**

WHEREAS, the Stormwater Utility Fee was established on September 2, 2014 by Ordinance No. 7-2014 to fund services and facilities furnished by the City in connection with its storm drain system. The Proposed Stormwater Utility Fee may be billed through the County Utility Billing Service (CUBS) as part of the consolidated utility bill or may be collected on the County of Sacramento tax roll, commencing in Fiscal Year 2014-15, in the same manner, by the same persons, and at the same time as, together with and not separately from, the general taxes of the City in the manner prescribed by Sections 5471 et seq. of the California Health and Safety Code; and

WHEREAS, this Council has caused a written report entitled, "Rate Analysis Report", dated August 7, 2014, (the "Written Report") to be 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 Proposed Stormwater Utility Fee is applicable (collectively, the "Identified Parcels") and the amount of the Proposed Stormwater Utility Fee for each such Identified Parcel for Fiscal Year 2014-15. The Written Report is on file in the office of the City Clerk and is available for public inspection; and

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

WHEREAS, Article XIII D of the California Constitution and the Proposition 218 Omnibus Implementation Act (Government Code Section 53750, et seq.) (the "Implementation Act") imposes certain procedural and substantive requirements relating to the imposition of property-related fees and charges (as defined in Article XIII D), such as the Proposed Stormwater Utility Fee, including the requirement to conduct a protest hearing and balloting for consideration of the Proposed Stormwater Utility Fee. In accordance with Article XIII D and the Implementation Act, the City Council hereby approves the "Procedures for the Conduct of a Protest Hearing and Balloting Relating to a Proposed Stormwater Utility Fee " as set forth in Exhibit "A," attached hereto and incorporated herein by reference (the "Procedures").

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

1. The foregoing recitals are true and correct.
2. NOTICE IS HEREBY GIVEN THAT THE CITY COUNCIL DESIGNATES MONDAY, APRIL 4, 2016, AT THE HOUR OF 5:30 P.M., IN THE COUNCIL CHAMBERS, CITY HALL, 2729 PROSPECT DRIVE, RANCHO CORDOVA, CALIFORNIA, AS THE TIME AND PLACE FOR A PUBLIC HEARING ON THE ABOVE-DESCRIBED WRITTEN REPORT AND PROTESTS OR OBJECTIONS TO THE IMPOSITION OF THE PROPOSED STORMWATER UTILITY FEE.

ATTACHMENT 2

At the above-described public hearing, all interested persons shall be afforded the opportunity to hear and be heard, and the City Council shall consider all protests against the Proposed Stormwater Utility Fee. If written protests against the Stormwater Utility Fee are presented by a majority of owners of the Identified Parcels, the City shall not impose the Proposed Stormwater Utility Fee. In the absence of a majority protest, the City Council may submit the Proposed Stormwater Utility Fee to a vote of the property owners in accordance with Article XIII D of the California Constitution.

3. The City Clerk is hereby authorized and directed to give notice of the above-described public hearing in accordance with law and the Procedures.

4. Reference is hereby made to the Written Report described in Section 2 hereof, which is on file in the office of the City Clerk, for a full and detailed description of the Proposed Stormwater Utility Fee upon parcels of land within the City

5. The City Council hereby designates Elizabeth Sparkman, Engineering Manager, telephone number, (916) 851-8714 to answer inquiries regarding the public hearing, protest proceedings and procedural or technical matters.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the _____ day of _____, 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

David M. Sander, Mayor

ATTEST:

Mindy Cuppy, MMC, City Clerk

ATTACHMENT 2

EXHIBIT "A"

PROCEDURES FOR THE CONDUCT OF A
PROTEST HEARING AND VOTE RELATING TO A PROPOSED
STORMWATER UTILITY FEE

The following Procedures have been adopted by the City Council of the City of Rancho Cordova for the purpose of conducting a protest hearing required by Article XIII D of the California Constitution for consideration of the imposition of a proposed Stormwater Utility Fee Fee (the "Proposed Stormwater Utility Fee ").

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F. Conduct Property Owner Vote; Determination of a Majority Protest	Page 4

A. Written Report

The City shall cause to be prepared a written report ("Written Report"), which shall contain a list of all parcels to which the Proposed Stormwater Utility Fee will apply (the "Identified Parcels") and the amount of the Proposed Stormwater Utility Fee for each Identified Parcel for Fiscal Year 2014-15.

The Written Report shall be placed on file in the office of the City Clerk prior to the mailing of the Notice of Public Hearing on the Proposed Stormwater Utility Fee and shall remain available for public inspection.

B. Notice of the Public Hearing on the Proposed Stormwater Utility Fee

Notice of the public hearing on the Proposed Stormwater Utility Fee shall be sent, postage prepaid, by first class mail at least forty-five (45) days prior to the date set for the public hearing to the Record Owner of each Identified Parcel. The forty-five (45) day requirement may be waived with the unanimous consent of the property owners.

ATTACHMENT 2

"Record Owner" means the owner of an Identified Parcel whose name and address appears on the last Sacramento County equalized secured property tax assessment roll (the "Assessment Roll"), or in the case of any public entity, the State of California, or the United States, means the representative of that public entity at the address of that entity known to the City.

Notices shall be mailed to the Record Owners of the Identified Parcels, addressed to the names and addresses as they appear on the Assessment Roll, and, in the case of any public entity, the State of California, or the United States, addressed to the public entity at the address of that entity known to the City. In addition, notices shall be mailed to owners of the Identified Parcels, addressed to the names and addresses known to the City Clerk, if different than shown on the Assessment Roll.

Each mailed notice shall contain all of the following:

- A reference to filing of the Written Report;
- A reference to the proposed ordinance imposing the Proposed Stormwater Utility Fee and providing for the collection of the Fee on the County tax roll;
- The amount of the Proposed Stormwater Utility Fee to be imposed upon the Identified Parcel covered by the notice;
- The basis upon which the amount of the Proposed Stormwater Utility Fee was calculated;
- The reason for the Proposed Stormwater Utility Fee;
- A statement that the Proposed Stormwater Utility Fee may be collected as part of a consolidated utility bill via CUBS or on the County of Sacramento tax roll each year, commencing with Fiscal Year 2014-15;
- The effect of a majority protest; and
- The date, time and location of a public hearing on the Proposed Stormwater Utility Fee.

The City Clerk, or the designee of the City Clerk, may certify the proper mailing of notices by an affidavit, which shall constitute conclusive proof of mailing in the absence of fraud.

Failure of any person to receive notice shall not invalidate the proceedings.

Notice of the filing of the Written Report and the public hearing shall be published once a week for two successive weeks in the Grapevine Independent, with the first publication at least fourteen (14) days prior to the date of the public hearing, and with at least five (5) days intervening between the first and second publications. The published notice may be waived by unanimous consent of the property owners.

C. Eligibility to File a Protest

The Assessment Roll shall be presumptive evidence of ownership of an Identified Parcel for protest purposes.

ATTACHMENT 2

If the owner of any Identified Parcel is not shown on the Assessment Roll, such owner may file a protest for such parcel by filing with the City Clerk a proxy from the Record Owner in a form satisfactory to the City Attorney or evidence of ownership satisfactory to the City Attorney. Any such proxy or evidence must be received by the City Clerk prior to the conclusion of the public hearing.

When an Identified Parcel is held by a partnership, as community property, in joint tenancy, or as a tenancy in common, any partner, spouse, joint tenant, or tenant in common, as the case may be, may file a protest for such parcel.

An executor, administrator, or guardian may file a protest for an Identified Parcel on behalf of the estate it represents. If such representative is shown on the Assessment Roll as paying taxes and assessments levied against the parcel, that fact shall establish the right of such representative to file the protest. If such representative is not shown on the Assessment Roll, the representative must file with the City Clerk written documentation satisfactory to the City Attorney establishing the legal representation. Any such documentation must be filed with the City Clerk prior to the conclusion of the public hearing.

When an Identified Parcel is held by a corporation or unincorporated association, a protest may be filed by any person authorized in writing by the board of directors or trustees or other managing body thereof to take such actions. The corporation or unincorporated association must file with the City Clerk written authorization satisfactory to the City Attorney. Any such written authorization must be filed with the City Clerk prior to the conclusion of the public hearing.

D. Submission of Written Protests

Written protests may be mailed (via U.S. mail) to the City Clerk at City Hall or delivered in person to the City Clerk at City Hall or at the public hearing.

No protests delivered via e-mail will be counted for purposes of determining whether a majority protest exists, but the City Council may, in its discretion, consider such protests in making determinations regarding the Proposed Stormwater Utility Fee

Each written protest must identify the property covered by the protest and be signed.

No protest received after the close of the public hearing shall be counted in determining the existence of a majority protest. The last pick up by the City Clerk of protests mailed or delivered to City Hall will occur at 4:30 p.m. on the date scheduled for the public hearing. To ensure that protests which are mailed or delivered to City Hall are received by the City Clerk prior to the close of the public hearing, such protests must be received by the City Clerk at City Hall prior to 4:30 p.m. on the date scheduled for the public hearing. The City Clerk shall endorse on each written protest the date it is filed with the City. The City Clerk shall identify any protests which are received after the close of the public hearing.

Written protests may be withdrawn in writing at any time before the conclusion of the public hearing by the person who submitted the written protest.

For purposes of determining whether a majority protest exists, only one protest for each Identified Parcel will be counted.

ATTACHMENT 2

All written protests shall be considered public records.

E. Conduct of the Public Hearing; Determination of a Majority Protest

1. At the time, date and place fixed for the public hearing, the City Council shall:
 - (i) Conduct a public hearing pertaining to the Proposed Stormwater Utility Fee;
 - (ii) Hear all persons interested in the matter of the Proposed Stormwater Utility Fee; and
 - (iii) Receive all written communications regarding the Proposed Stormwater Utility Fee.
2. The public hearing may be continued from time to time, as the City Council determines is necessary to complete its consideration of the Proposed Stormwater Utility Fee.
3. If the City Council determines at the close of the public hearing that written protests have been presented, and not withdrawn, by a majority of owners of the Identified Parcels (i.e., there is a majority protest), the Proposed Stormwater Utility Fee shall not be approved.
4. If the City Council determines at the close of the public hearing that there is not a majority protest, the City Council may:
 - (i) Remedy and correct any clerical error in the Written Report or otherwise modify the Written Report; provided that any such modification or correction shall not result in a Proposed Stormwater Utility Fee for any Identified Parcel which is greater than the amount shown in the notice of the public hearing that was mailed to the Record Owner of the Identified Parcel;
 - (ii) Confirm the Written Report, as originally filed or as amended in accordance with subparagraph (i), above;
 - (iii) Adopt a resolution calling for a property owner vote regarding the Proposed Stormwater Utility Fee.

F. Conduct Property Owner Vote; Determination of a Majority Consent

Pursuant to Government Code Section 53755.5(c), the proceedings described in this section shall not constitute an election or voting for purposes of Article II of the California Constitution or of the Elections Code.

An election on the Proposed Stormwater Utility Fee shall be sent, postage prepaid, by first class mail at least forty-five (45) days prior to the date set for the election to the Record Owner of each Identified Parcel. The forty-five (45) day requirement may be waived with the unanimous consent of the property owners.

Each mailed ballot shall contain all of the following:

- On the face of the envelope in which the notice of election and ballot are mailed, there shall appear in substantially the following form in no smaller than 16-point bold type: "OFFICIAL BALLOT ENCLOSED."

ATTACHMENT 2

- The ballot shall include the agency's address for return of the ballot, the date and location where the ballots will be tabulated, and a place where the person returning it may indicate his or her name, a reasonable identification of the parcel, and his or her support or opposition to the proposed fee. The ballots shall be tabulated in a location accessible to the public. The ballot shall be in a form that conceals its content once it is sealed by the person submitting it. The ballot shall remain sealed until the ballot tabulation commences.

No ballot received after the time of the ballot tabulation shall be counted in determining the existence of majority consent. The last pick up by the City Clerk of ballots mailed or delivered to City Hall will occur at 4:30 p.m. on the date scheduled for the election. To ensure that ballots which are mailed or delivered to City Hall are received by the City Clerk prior to the commencement of the ballot tabulation, such ballots must be received by the City Clerk at City Hall prior to 4:30 p.m. on the date scheduled for the ballot tabulation. The City Clerk shall endorse on each ballot the date it is filed with the City. The City Clerk shall identify any ballots which are received after the commencement of the ballot tabulation.

An impartial person designated by the City who does not have a vested interest in the outcome of the proposed fee shall tabulate the ballots submitted in support of or opposition to the proposed fee. An impartial person includes, but is not limited to, the City Clerk. If the City uses City personnel for the ballot tabulation, or if the City contracts with a vendor for the ballot tabulation and the vendor or its affiliates participated in the research, design, engineering, public education, or promotion of the fee, the ballots shall be unsealed and tabulated in public view to permit all interested persons to meaningfully monitor the accuracy of the tabulation process.

The ballot tabulation may be continued to a different time or different location accessible to the public, provided that the time and location are announced at the location at which the tabulation commenced and posted by the City in a location accessible to the public. The impartial person may use technological methods to tabulate the ballots, including, but not limited to, punchcard or optically readable (bar-coded) ballots. During and after the tabulation, the ballots and, if applicable, the information used to determine the weight of each ballot, shall be treated as public records, subject to public disclosure and made available for inspection by any interested person. The ballots shall be preserved for a minimum of two years, after which they may be destroyed.

Majority approval of the Record Owners shall exist if the number of valid ballots in favor of the fee exceeds the number of valid ballots in opposition to the fee.

At the time, date and place fixed for the ballot tabulation, the City Council shall direct the City Clerk to commence the ballot tabulation.

If there is no majority approval, the Stormwater Utility Fee shall not be imposed.

If majority approval exists, the City Council may impose the Stormwater Utility Fee pursuant to the Ordinance.

MEMORANDUM

DATE: March 21, 2016

TO: Honorable Mayor and Council Members

FROM: Elizabeth Sparkman, Engineering Manager

SUBJECT: ANNEXATION OF SUNRIDGE PLAZA PROJECT TO THE CITY OF RANCHO CORDOVA COMMUNITY FACILITIES DISTRICT NO. 2014-2 (STREET LIGHTING AND ROAD MAINTENANCE)



RECOMMENDATION

Staff recommends Council adopt Resolution No. 23-2016.

RESULT OF RECOMMENDED ACTIONS

Adoption of Resolution No. 23-2016 approves Annexation Map. No. 2 for the Sunridge Plaza Project to Community Facilities District No. 2014-2 (Street Lighting and Road Maintenance) (hereinafter "CFD No. 2014-2"). There is no financial impact to existing residents.

BACKGROUND

On April 21, 2014, the City adopted a resolution of intention to establish a Community Facilities District (CFD) and Future Annexation Area for Citywide street lighting and road maintenance services. On June 2, 2014, the City adopted the resolution forming CFD No. 2014-2 pursuant to the Mello-Roos Community Facilities Act of 1982 (State of California Government Code Section 5311 et seq.) (the "Act"). The action defining the Future Annexation Area for the District provided for a more efficient process for the annexation of property when the property owners have provided for their unanimous consent. Defining the Future Annexation Area provided the resolution of intention, noticing, and public hearing for the entire Future Annexation Area so these steps do not need to be repeated for each annexation.

The annexation process for projects within the Future Annexation Area has been simplified to receiving a petition and waiver from the property owner(s), the City Council approving the Annexation Boundary Map by resolution, followed by the recording of the Boundary Map and Notice of Special Tax Lien by the City Clerk.

DISCUSSION

The Project included in this action was conditioned to annex to CFD No. 2014-2 to provide funding for maintenance services including the maintenance, repair, replacement and lighting of public streets and roads and appurtenant facilities in the public right of way. In March of 2016, the property owners signed a unanimous approval of the annexation to CFD No. 2014-2. Adoption of the attached resolution approves Annexation Map No.2 for the project and directs the Clerk to execute and record the Map and Notice of Special Tax Lien for the project.

ATTACHMENT

Resolution 23-2016, including exhibits A and B.

RESOLUTION NO. 23-2016

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA APPROVING THE BOUNDARY MAP FOR THE SUNRIDGE PLAZA PROJECT ANNEXATION TO THE CITY OF RANCHO CORDOVA COMMUNITY FACILITIES DISTRICT NO. 2014-2 (STREET LIGHTING AND ROAD MAINTENANCE), ORDERING THE ANNEXATION, AUTHORIZING THE SPECIAL TAX LEVY, AND DIRECTING RECORDING OF NOTICE OF SPECIAL TAX LIEN

WHEREAS, the Conditions of Approval for the Sunridge Plaza Project requires the property owner/applicant to participate in the provision of funding to provide fair share maintenance of any existing and all new public improvements associated with the project; and

WHEREAS, on April 21, 2014, the City adopted Resolution No. 20-2014 declaring its intention to establish Community Facilities District No. 2014-2 (Street Lighting and Road Maintenance) (the "District") and Future Annexation Area for maintenance of street lighting and road maintenance services. On June 2, 2014, the City adopted Resolution No. 34-2014 forming CFD No. 2012-2 pursuant to the Mello-Roos Community Facilities Act of 1982 (State of California Government Code Section 5311 et seq.) (the "Act"); and

WHEREAS, the action defining the Future Annexation Area for the District provided for a more efficient process for the annexation of property when the property owners have provided for their unanimous consent such that the annexation process for projects within the Future Annexation Area has been reduced to receiving a petition, consent and waiver from the property owner(s); and

WHEREAS, in March of 2016, the property owners executed a unanimous approval form which irrevocably consents to and votes in favor of the annexation of the property to the District and the levy of the special tax on the property to finance the services of the CFD in accordance with the Rate and Method of the District; and

WHEREAS, in the case of annexation proceedings, pursuant to Streets and Highways Code Section 3110.5 a separate map of the area proposed to be annexed is required to be prepared and adopted; and

WHEREAS, City staff has caused to be prepared Annexation Map No. 2 for the property known as the Sunridge Plaza project, **EXHIBIT A** attached hereto, for the annexation of the property to CFD No. 2014-2 (Street Lighting and Road Maintenance).

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

Section 1. The Council so finds and determines the above recitals are true and correct.

Section 2. Council approves Annexation Map No. 2 and finds and determines that the territory shown in the Annexation Map is hereby added to and made a part of the District with full legal effect.

Section 6. The City Clerk is directed to execute and record Annexation Map No. 2 in the office of the County Recorder of Sacramento County not later than 15 days after the adoption of this resolution.

Section 8. The City Council finds and determines that a special tax shall be levied within the Territory to be annexed and which special tax shall be the same as the tax to be levied within the District. Collection of said tax shall commence in Fiscal Year 2016-17, and the rate and method of apportionment of said tax shall be as set forth in the Resolution of Formation of the District.

Section 9. The City Clerk is directed to execute and record a Notice of Special Tax Lien in substantially the same form as shown in **EXHIBIT B** attached hereto, in the office of the County Recorder of Sacramento County not later than 15 days after recordation of the Annexation Map No. 2.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the _____ day of _____, 2016, by the following vote of the City Council:

AYES:

NOES:

ABSENT:

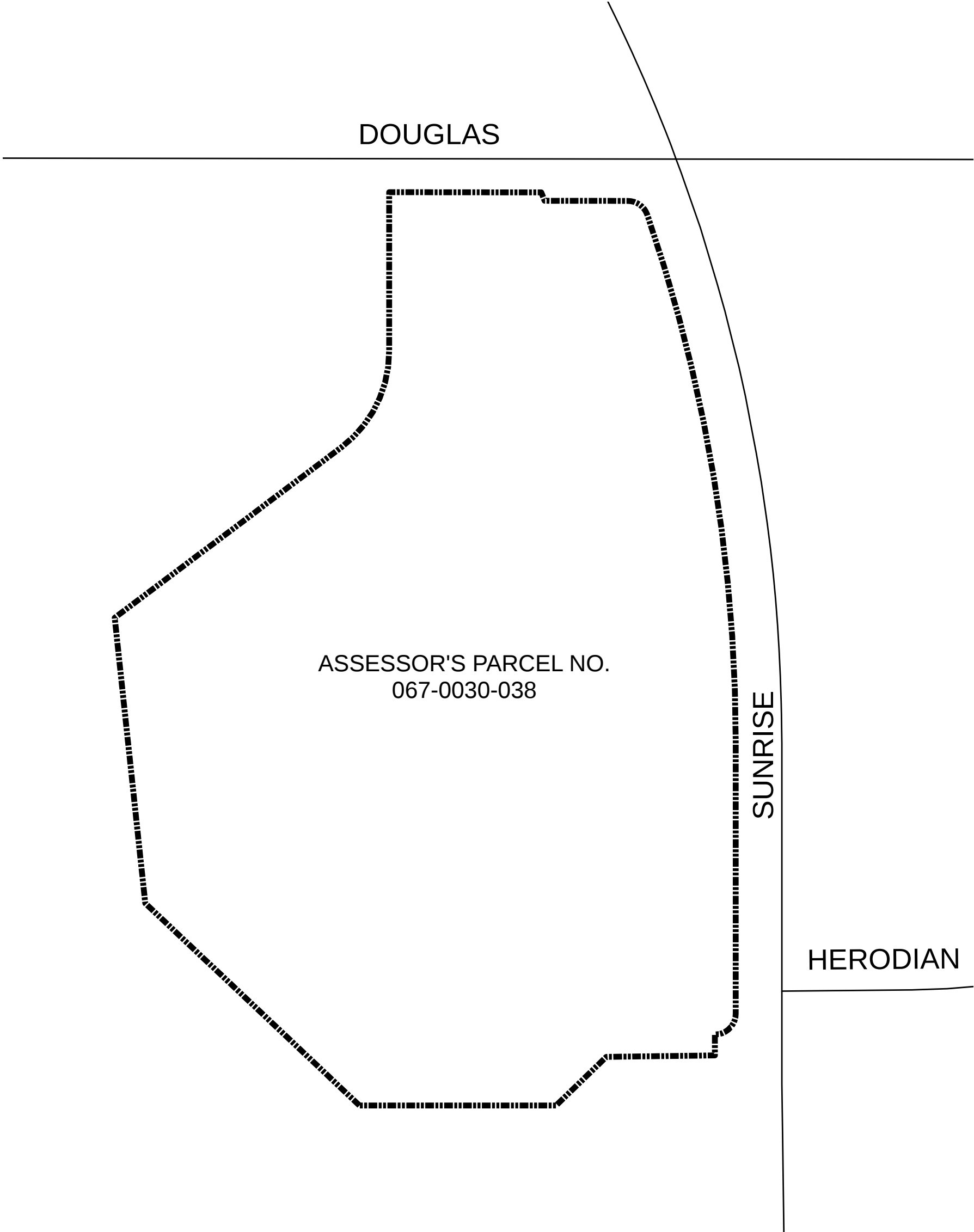
ABSTAIN:

David M. Sander, Mayor

ATTEST:

Mindy Cuppy, MMC, City Clerk

PROPOSED BOUNDARY OF
ANNEXATION 2 (SUNRIDGE PLAZA) TO
CITY OF RANCHO CORDOVA
COMMUNITY FACILITIES DISTRICT NO. 2014-2
COUNTY OF SACRAMENTO, STATE OF CALIFORNIA



FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY OF RANCHO CORDOVA THIS ____ DAY OF _____, 2016.

CITY CLERK OF THE CITY OF RANCHO CORDOVA

I HEREBY CERTIFY THAT THE WITHIN MAP SHOWING THE PROPOSED BOUNDARY OF ANNEXATION 2 (SUNRIDGE PLAZA) TO CITY OF RANCHO CORDOVA COMMUNITY FACILITIES DISTRICT NO. 2014-2, COUNTY OF SACRAMENTO, STATE OF CALIFORNIA, WAS APPROVED BY THE CITY OF RANCHO CORDOVA AT A REGULARLY SCHEDULED MEETING THEREOF, HELD ON THE ____ DAY OF _____, 2016. BY ITS RESOLUTION NO. _____.

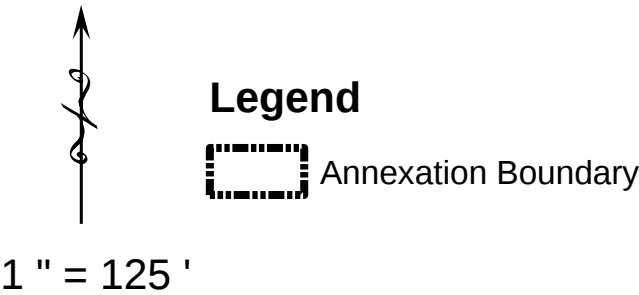
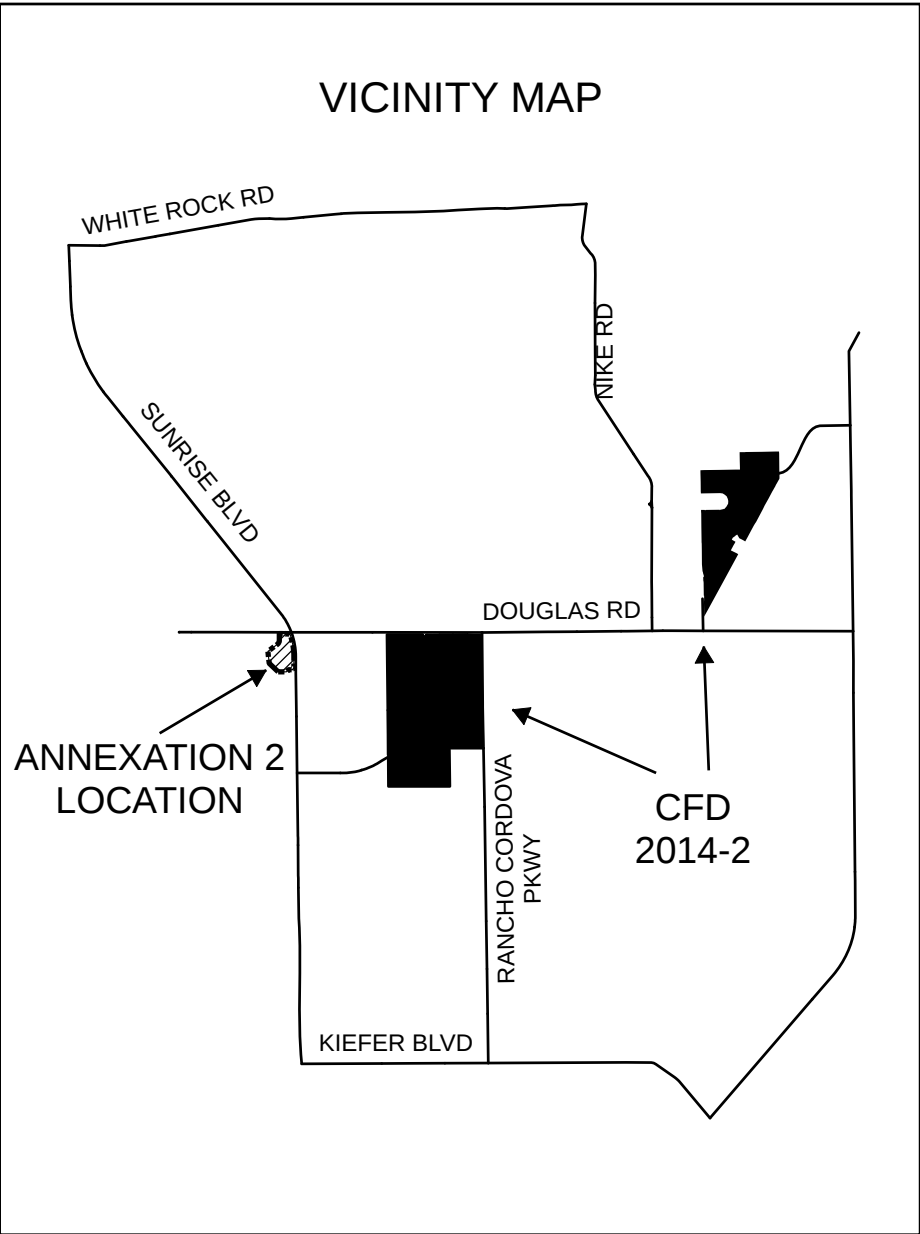
CITY CLERK OF THE CITY OF RANCHO CORDOVA

FILED THIS ____ DAY OF _____, 2016. AT THE HOUR OF ____ O'CLOCK ____ M. IN BOOK ____ OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS PAGE NOS. ____ THROUGH ____ AS INSTRUMENT NO. _____ IN THE OFFICE OF THE COUNTY RECORDER IN THE COUNTY OF SACRAMENTO, STATE OF CALIFORNIA.

COUNTY RECORDER OF THE COUNTY OF SACRAMENTO

FEE \$ _____

REFERENCE THE SACRAMENTO COUNTY ASSESSOR'S MAPS FOR A DETAILED DESCRIPTION OF PARCEL LINES AND DIMENSIONS



HARRIS & ASSOCIATES
22 EXECUTIVE PARK SUITE 200
IRVINE, CALIFORNIA 92614
800-827-4901

PROPOSED BOUNDARY MAP
City of Rancho Cordova Community Facilities District No. 2014-2 ANNEXATION 2 (Sunridge Plaza) County of Sacramento, California Sheet <u>1</u> of <u>1</u>

RECORDING REQUESTED BY
AND WHEN RECORDED RETURN TO:

EXHIBIT B

City of Rancho Cordova
2729 Prospect Park Drive
Rancho Cordova, California 95670
Attention: City Clerk

AMENDMENT NO. 2 TO NOTICE OF SPECIAL TAX LIEN

Pursuant to the requirements of Section 3114.5 of the Streets and Highways Code and Section 53328.3 of the Government Code, the undersigned clerk of the legislative body of the City of Rancho Cordova (the "City"), State of California, hereby gives notice that a lien to secure payment of special taxes is hereby imposed by the City Council of the City. The special taxes secured by this lien are authorized to be levied for the purpose of providing operation and maintenance of law enforcement, fire and paramedic services.

The special taxes are authorized to be levied within Annexation Map No. 2 (the "Annexed Area") of the City of Rancho Cordova Community Facilities District No. 2014-2 (Street, Lighting and Landscaping Maintenance) (the "District"), which has now been officially annexed to the District, and the lien of the special taxes are a continuing lien which shall secure each annual levy of the special taxes and which shall continue in force and effect until the special taxes cease to be levied and a notice of cessation of special taxes is recorded in accordance with Section 53330.5 of the Government Code.

The rate, method of apportionment, and manner of collection of authorized special tax is as set forth in Exhibit "A" attached hereto and hereby made a part hereof. The obligation to pay the special tax may not be prepaid and permanently satisfied and the lien of the special taxes canceled.

Notice is further given that upon the recording of this notice in the office of the county recorder, the obligation to pay the special tax levies shall become a lien upon all nonexempt real property within the District in accordance with Section 3115.5 of the Streets and Highways Code.

The name of the owner and the assessor's tax parcel number(s) of the real property included within the District and not exempt from the special tax are as set forth in Exhibit "B" attached hereto.

Reference is hereby made to the Notice of Special Tax Lien with respect to the District recorded on June 17, 2014, as Document No. 20140617, in the office of the County Clerk & Recorder of the County of Sacramento, California, which contains a list

of the then existing owners and assessor tax parcel numbers of the original boundaries of the District.

Reference is made to the boundary map of the District recorded at Book 116, Pages 0023-0024, Document No. 20140430Pg0873 of Maps and Assessment and Community Facilities Districts in the Office of the County Recorder for the County of Sacramento, State of California (the "Original Boundary Map"), and the map of the Annexed Territory recorded at Book ___, Page ___, Document No. _____ in the Office of the County Recorder for the County of Sacramento, State of California, which map together with the Original Boundary Map and the boundary maps of record for all prior annexations, are now the final boundary maps of the Community Facilities District including the Annexed Territory.

For further information concerning the current and estimated future tax liability of owners or purchasers of real property subject to this special tax lien, interested persons should contact the Department of Public Works of the City of Rancho Cordova, 2729 Prospect Park Drive, Rancho Cordova, California 95670, (916) 851-8710.

Dated: _____

CITY CLERK OF THE CITY OF
RANCHO CORDOVA

STATE OF CALIFORNIA)
) ss.
COUNTY OF SACRAMENTO)

On _____ before me, _____
(here insert name and title of the officer), personally appeared
_____, personally known to me (or proved to me on the basis of
satisfactory evidence) to be the person whose name is subscribed to the within
instrument and acknowledged to me that she executed the same in her authorized
capacity, and that by her signature on the instrument the person, or the entity upon
which the person acted, executed the instrument.

WITNESS my hand and official seal.

Signature _____

(SEAL)

EXHIBIT A

CITY OF RANCHO CORDOVA
COMMUNITY FACILITIES DISTRICT NO. 2014-2
(STREET, LIGHTING AND LANDSCAPING MAINTENANCE)

RATE AND METHOD OF APPORTIONMENT OF SPECIAL TAX

A Special Tax applicable to each Assessor's Parcel in Community Facilities District No. 2014-2 (Street, Lighting and Landscaping Maintenance) shall be levied and collected according to the tax liability determined by the City Council, acting in its capacity as the legislative body of CFD No. 2014-2, through the application of the appropriate Special Tax rate, as described below. All of the property in CFD No. 2014-2, unless exempted by law or by the provisions of Section E below, shall be taxed for the purposes, to the extent, and in the manner herein provided, including property subsequently annexed to CFD No. 2014-2 unless a separate Rate and Method of Apportionment of Special Tax is adopted for the annexation area.

A. DEFINITIONS

The terms hereinafter set forth have the following meanings:

“Acre or Acreage” means the land area of an Assessor's Parcel as shown on an Assessor's Parcel Map, or if the land area is not shown on an Assessor's Parcel Map, the land area shown on the applicable final subdivision map, a final parcel map, a final approved condominium plan, or functionally equivalent final map or instrument recorded in the Office of the County Recorder. If the area shown on said map is in square footage, Acreage shall be calculated by dividing the square footage by 43,560.

“Additional Load and Decorative Lighting Parcel” means any Parcel that is determined by the City to be both an Additional Load Parcel and a Decorative Lighting Parcel.

“Additional Load Parcel” means any Parcel of Commercial Property or Industrial Property that is determined by the City to create excessive wear and tear on the roadways and/or a high volume of vehicular traffic.

“Administrative Expenses” means the costs incurred by the City to determine, levy and collect the Special Tax, including salaries of City employees and fees of consultants and the costs of collecting installments of the Special Taxes upon the general tax rolls, preparation of required reports, and any other costs required to administer the CFD.

“Administrator” means the person or firm designated by the City to administer the Special Taxes according to this Rate and Method of Apportionment of Special Tax.

“Annual Escalation Factor” means the annual percentage increase in the McGraw-Hill Engineering News Record Construction Cost Index (ENR CCI) for the San Francisco area from January of the previous year to January of the year that the Special Tax is levied. In the event that the

ENR CCI defined above is no longer reported, the City Council shall select a similar index to replace it.

“Assessor’s Parcel” or **“Parcel”** means a lot or parcel shown in an Assessor’s Parcel Map with an assigned Assessor’s Parcel number.

“Assessor’s Parcel Map” means an official map of the County Assessor designating parcels by Assessor’s Parcel number.

“Authorized Services” means the public services authorized to be funded by CFD No. 2014-2 as set forth in the documents adopted by the City Council when the CFD was formed.

“CFD” or **“CFD No. 2014-2”** means the City of Rancho Cordova Community Facilities District No. 2014-2 (Street, Lighting and Landscaping Maintenance).

“City” means the City of Rancho Cordova.

“City Council” means the City Council of the City of Rancho Cordova, acting as the legislative body of CFD No. 2014-2.

“Commercial Property” means, in any Fiscal Year, all Developed Property for which a building permit or use permit has been issued for a commercial establishment which includes, but is not limited to, retail stores, clothing stores, book stores, convenience stores, drug stores, professional services (i.e., barber shops, dry cleaners), restaurants, supermarkets, hospitals, movie theaters, appliance and electronics stores, home supply stores, auto parts stores, and other retail uses. The City shall make the determination if a Parcel is Commercial Property.

“County” means the County of Sacramento.

“Decorative Lighting Parcel” means any Parcel of Developed Property that is determined by the City to have or benefit from decorative lighting features.

“Developed Property” means, in any Fiscal Year, all Parcels of Taxable Property for which a use permit or building permit for new construction of a residential or non-residential structure (which shall not include a permit issued solely for construction of the foundation if another permit remains to be issued for vertical construction of the building) was issued prior to June 30 of the preceding Fiscal Year.

“Fiscal Year” means the period starting on July 1 and ending on the following June 30.

“Hotel Property” means, in any Fiscal Year, all Developed Property for which a building permit or use permit has been issued for a structure that constitutes a place of lodging providing sleeping accommodations and related facilities for travelers.

“Industrial Property” means, in any Fiscal Year, all Developed Property for which a building permit or use permit has been issued for construction of an industrial, manufacturing, or warehousing structure. The City shall make the determination if a Parcel is Industrial Property.

“Maximum Special Tax” means the greatest amount of Special Tax that can be levied on an Assessor’s Parcel in any Fiscal Year determined in accordance with Section C below.

“Multi-Family Property” means, in any Fiscal Year, all Parcels of Developed Property for which a building permit or use permit has been issued for construction of a residential structure with five (5) or more Units that share a single Assessor’s Parcel number, all of which are offered for rent to the general public and cannot be purchased by individual homebuyers.

“Non-Residential Property” means, collectively, Commercial Property, Hotel Property, Industrial Property, and Office Property.

“Office Property” means, in any Fiscal Year, all Parcels of Developed Property for which a building permit or use permit has been issued for a building in which professional, banking, insurance, real estate, administrative or in-office medical or dental activities are conducted. The City shall make the determination if a Parcel is Office Property.

“Ordinary Use Parcel” means any Parcel of Taxable Property that is not an Additional Load Parcel, Decorative Lighting Parcel, Residential Alley Parcel, Additional Load and Decorative Lighting Parcel, or Residential Alley and Decorative Lighting Parcel.

“Proportionately” means that the ratio of the actual Special Tax levy to the Maximum Special Tax is equal for all Parcels of Developed Property.

“Public Property” means any property within the boundaries of CFD No. 2014-2 that is owned by the federal government, State of California, County, City, or other public agency.

“Residential Alley and Decorative Lighting Parcel” means any Parcel that is determined by the City to be both a Residential Alley Parcel and a Decorative Lighting Parcel.

“Residential Alley Parcel” means any Parcel of Residential Property that is determined by the City to have residential alleys that are part of the public roadways.

“Residential Property” means, collectively, Single Family Attached Property, Single Family Detached Property, and Multi-Family Property.

“Single Family Attached Property” means, in any Fiscal Year, all Parcels of Developed Property for which a building permit was issued for construction of a residential structure consisting of two (2) to four (4) Units that share common walls, have separate Assessor’s Parcel numbers assigned to them (except for a duplex unit, which may share an Assessor’s Parcel with another duplex unit), and are offered as for-sale Units (which shall still be the case even if the Units are purchased and subsequently offered for rent by the owner of the Unit(s)), including such residential structures that meet the statutory definition of a condominium contained in Civil Code Section 1351.

“Single Family Detached Property” means, in any Fiscal Year, all Parcels of Developed Property for which a building permit was issued for construction of a Unit that does not share a common wall with another Unit.

“Soundwall Parcel” means any Parcel of Developed Property whose tract boundary is encompassed by soundwalls maintained within the CFD.

“Special Tax Requirement” means the amount of revenue needed in any Fiscal Year to pay for the following: (i) Authorized Services, (ii) Administrative Expenses, and (iii) amounts needed to cure any delinquencies in the payment of Special Taxes which have occurred or (based on delinquency rates in prior years) may be expected to occur in the Fiscal Year in which the tax will be collected.

“Special Tax” means a special tax levied in any Fiscal Year on property within CFD No. 2014-2 to pay the Special Tax Requirement.

“Square Foot,” “Square Footage,” or “Square Feet” means the building square footage reflected on the original building permit issued for construction of a building.

“Taxable Property” means all Assessor’s Parcels within the boundaries of CFD No. 2014-2 which are not exempt from the Special Tax pursuant to law or Section E below.

“Taxable Public Property” means, in any Fiscal Year, all Assessor’s Parcels in CFD No. 2014-2 that had, in prior Fiscal Years, been taxed as Developed Property and subsequently came under the ownership of a public agency.

“Tax Zone” means a mutually exclusive tax zone identified in Attachment 1 of this Rate and Method of Apportionment of Special Tax, as may be updated to include new Parcels or new tax zones added to the CFD as a result of future annexations.

“Unit” means an individual single-family detached unit or an individual residential unit within a duplex, triplex, fourplex, townhome, condominium, or apartment structure. Unit shall also mean a rentable single hotel room or rentable unit on a Parcel of Hotel Property.

B. DATA COLLECTION FOR ANNUAL TAX LEVY

Each Fiscal Year, the Administrator shall identify the current Assessor’s Parcel number for all Parcels of Taxable Property within CFD No. 2014-2 and shall determine within which Tax Zone each Assessor’s Parcel is located. Upon each annexation of property into CFD No. 2014-2, the Administrator shall update Attachment 1 to include the new Assessor’s Parcel number(s). In addition, for all Parcels of Developed Property, if applicable to the Tax Zone in which the Parcels are located, the Administrator shall determine if each Parcel is an Ordinary Use Parcel, an Additional Load Parcel, a Residential Alley Parcel, a Decorative Lighting Parcel, an Additional Load and Decorative Lighting Parcel, or a Residential Alley and Decorative Lighting Parcel.

Based on review of building permit records for property within the CFD, the Administrator shall determine which Parcels in the CFD are Developed Property for purposes of levying the Special Tax pursuant to Section D below. For Single Family Attached Property, Multi-Family Property, and Hotel Property, the number of Units shall be determined by referencing the condominium plan, apartment plan, site plan or other development plan for the property. For Residential Property, the Administrator shall determine the Square Footage of each Unit. For Non-

Residential Property, the Administrator shall determine the Acreage of, and Square Footage on, each Parcel.

If a Parcel in the CFD is rezoned prior to such Parcel becoming Developed Property, the City may in its sole discretion, move the Parcel to a different Tax Zone based on the rezone. If a Parcel rezones after the Parcel has been taxed as Developed Property in prior Fiscal Years, the City can either continue to apply the Maximum Special Tax to the Parcel that had applied prior to the rezone or, in the City's sole discretion, allow for the Parcel to be moved to a different Tax Zone based on the rezone.

In any Fiscal Year, if it is determined that (i) a parcel map for a portion of property in CFD No. 2014-2 was recorded after January 1 of the prior Fiscal Year (or any other date after which the Assessor will not incorporate the newly-created Parcels into the then current tax roll), (ii) because of the date the parcel map was recorded, the Assessor does not yet recognize the new Parcels created by the parcel map, and (iii) one or more of the newly-created Parcels meets the definition of Developed Property, the Administrator shall calculate the Special Tax for the property affected by recordation of the parcel map by determining the Special Tax that applies separately to each newly-created Parcel, then applying the sum of the individual Special Taxes to the Parcel that was subdivided by recordation of the parcel map.

C. MAXIMUM SPECIAL TAX

1. All Tax Zones

The following Maximum Special Taxes apply to all Parcels of Developed Property within each Tax Zone of CFD No. 2014-2, unless otherwise specified in Attachment 1.

a. Ordinary Use Parcels

MAXIMUM SPECIAL TAXES ORDINARY USE PARCELS (FISCAL YEAR 2014-15)

Land Use Class	Maximum Special Tax
Single Family Detached Property	\$374.78 per Unit
Single Family Attached Property	\$296.07 per Unit
Multi-Family Property	\$213.62 per Unit
Commercial Property	\$559.17 per 1,000 Square Feet
Hotel Property	\$221.12 per Unit
Industrial Property	\$168.65 per 1,000 Square Feet
Office Property	\$558.42 per 1,000 Square Feet

On each July 1, commencing July 1, 2015, the Maximum Special Taxes shown above shall be increased by the Annual Escalation Factor.

b. Residential Alley Parcels

**MAXIMUM SPECIAL TAXES
RESIDENTIAL ALLEY PARCELS
(FISCAL YEAR 2014-15)**

Land Use Class	Maximum Special Tax
Single Family Detached Property	\$406.87 per Unit
Single Family Attached Property	\$321.43 per Unit
Multi-Family Property	\$231.92 per Unit
Commercial Property	N/A
Hotel Property	N/A
Industrial Property	N/A
Office Property	N/A

On each July 1, commencing July 1, 2015, the Maximum Special Taxes shown above shall be increased by the Annual Escalation Factor.

c. Decorative Lighting Parcels

**MAXIMUM SPECIAL TAXES
DECORATIVE LIGHTING PARCELS
(FISCAL YEAR 2014-15)**

Land Use Class	Maximum Special Tax
Single Family Detached Property	\$380.51 per Unit
Single Family Attached Property	\$300.60 per Unit
Multi-Family Property	\$216.89 per Unit
Commercial Property	\$567.72 per 1,000 Square Feet
Hotel Property	\$224.50 per Unit
Industrial Property	\$171.23 per 1,000 Square Feet
Office Property	\$566.96 per 1,000 Square Feet

On each July 1, commencing July 1, 2015, the Maximum Special Taxes shown above shall be increased by the Annual Escalation Factor.

d. Additional Load Parcels

**MAXIMUM SPECIAL TAXES
ADDITIONAL LOAD PARCELS
(FISCAL YEAR 2014-15)**

Land Use Class	Maximum Special Tax
Single Family Detached Property	N/A
Single Family Attached Property	N/A
Multi-Family Property	N/A
Commercial Property	\$580.39 per 1,000 Square Feet
Hotel Property	N/A
Industrial Property	\$175.05 per 1,000 Square Feet
Office Property	N/A

On each July 1, commencing July 1, 2015, the Maximum Special Taxes shown above shall be increased by the Annual Escalation Factor.

e. Soundwall Parcels

**MAXIMUM SPECIAL TAXES
SOUNDWALL PARCELS
(FISCAL YEAR 2014-15)**

Land Use Class	Maximum Special Tax
Single Family Detached Property	\$390.71 per Unit
Single Family Attached Property	\$308.66 per Unit
Multi-Family Property	\$222.70 per Unit
Commercial Property	\$582.94 per 1,000 Square Feet
Hotel Property	\$230.52 per Unit
Industrial Property	\$175.82 per 1,000 Square Feet
Office Property	\$582.16 per 1,000 Square Feet

On each July 1, commencing July 1, 2015, the Maximum Special Taxes shown above shall be increased by the Annual Escalation Factor.

f. Additional Load and Decorative Lighting Parcels

**MAXIMUM SPECIAL TAXES
ADDITIONAL LOAD AND DECORATIVE LIGHTING PARCELS
(FISCAL YEAR 2014-15)**

Land Use Class	Maximum Special Tax
Single Family Detached Property	N/A
Single Family Attached Property	N/A
Multi-Family Property	N/A
Commercial Property	\$588.94 per 1,000 Square Feet
Hotel Property	N/A
Industrial Property	\$177.63 per 1,000 Square Feet
Office Property	N/A

On each July 1, commencing July 1, 2015, the Maximum Special Taxes shown above shall be increased by the Annual Escalation Factor.

g. Residential Alley and Decorative Lighting Parcels

**MAXIMUM SPECIAL TAXES
RESIDENTIAL ALLEY AND DECORATIVE LIGHTING PARCELS
(FISCAL YEAR 2014-15)**

Land Use Class	Maximum Special Tax
Single Family Detached Property	\$412.60 per Unit
Single Family Attached Property	\$325.96 per Unit
Multi-Family Property	\$235.18 per Unit
Commercial Property	N/A
Hotel Property	N/A
Industrial Property	N/A
Office Property	N/A

On each July 1, commencing July 1, 2015, the Maximum Special Taxes shown above shall be increased by the Annual Escalation Factor.

h. Residential Alley and Soundwall Parcels

**MAXIMUM SPECIAL TAXES
RESIDENTIAL ALLEY AND SOUNDWALL PARCELS
(FISCAL YEAR 2014-15)**

Land Use Class	Maximum Special Tax
Single Family Detached Property	\$425.31 per Unit
Single Family Attached Property	\$336.00 per Unit
Multi-Family Property	\$242.43 per Unit
Commercial Property	N/A
Hotel Property	N/A
Industrial Property	N/A
Office Property	N/A

On each July 1, commencing July 1, 2015, the Maximum Special Taxes shown above shall be increased by the Annual Escalation Factor.

i. Decorative Lighting and Soundwall Parcels

**MAXIMUM SPECIAL TAXES
DECORATIVE LIGHTING AND SOUNDWALL PARCELS
(FISCAL YEAR 2014-15)**

Land Use Class	Maximum Special Tax
Single Family Detached Property	\$396.30 per Unit
Single Family Attached Property	\$313.07 per Unit
Multi-Family Property	\$225.89 per Unit
Commercial Property	\$591.27 per 1,000 Square Feet
Hotel Property	\$233.81 per Unit
Industrial Property	\$178.33 per 1,000 Square Feet
Office Property	\$590.48 per 1,000 Square Feet

On each July 1, commencing July 1, 2015, the Maximum Special Taxes shown above shall be increased by the Annual Escalation Factor.

j. Residential Alley, Decorative Lighting, and Soundwall Parcels

**MAXIMUM SPECIAL TAXES
RESIDENTIAL ALLEY, DECORATIVE LIGHTING AND SOUNDWALL PARCELS
(FISCAL YEAR 2014-15)**

Land Use Class	Maximum Special Tax
Single Family Detached Property	\$428.15 per Unit
Single Family Attached Property	\$338.23 per Unit
Multi-Family Property	\$244.04 per Unit
Commercial Property	N/A
Hotel Property	N/A
Industrial Property	N/A
Office Property	N/A

On each July 1, commencing July 1, 2015, the Maximum Special Taxes shown above shall be increased by the Annual Escalation Factor.

D. METHOD OF LEVY AND COLLECTION OF SPECIAL TAX

Each Fiscal Year, the Special Tax shall be levied as follows until the amount of the levy equals the Special Tax Requirement for that Fiscal Year:

- First:** The Special Tax shall be levied proportionately on each Parcel of Developed Property up to 100% of the Maximum Special Tax determined for each category of Developed Property within the CFD and each Tax Zone until the amount levied is equal to the Special Tax Requirement for the Fiscal Year.
- Second:** If additional revenue is needed after the first step has been completed, the Special Tax shall be levied proportionately on each Parcel of Taxable Public Property up to 100% of the Maximum Special Tax that would have applied to the Parcel had the Parcel not become Public Property until the amount levied is equal to the Special Tax Requirement for the Fiscal Year.

The Special Tax for CFD No. 2014-2 shall be collected at the same time and in the same manner as ordinary ad valorem property taxes provided, however, that the City may (under the authority of Government Code Section 53340) collect Special Taxes at a different time or in a different manner if necessary to meet CFD No. 2014-2 financial obligations and the Special Tax shall be equally subject to foreclosure if delinquent.

E. LIMITATIONS

Notwithstanding any other provision of this Rate and Method of Apportionment of Special Tax, no Special Tax shall be levied on (i) any Parcel of Public Property that is not Taxable Public Property, and (ii) any Parcel in CFD No. 2014-2 that is not Developed Property.

F. DURATION OF SPECIAL TAX

The Special Tax shall be levied in perpetuity to fund the Special Tax Requirement, unless no longer required as determined at the sole discretion of the City Council.

G. INTERPRETATION OF SPECIAL TAX FORMULA

The City reserves the right to make minor administrative and technical changes to this document that do not materially affect the Rate and Method of Apportionment of Special Taxes. In addition, the interpretation and application of any section of this document shall be left to the City's discretion. The City may make interpretations by ordinance or resolution for purposes of clarifying any vagueness or ambiguity in this Rate and Method of Apportionment of Special Taxes.

ATTACHMENT 1

CITY OF RANCHO CORDOVA COMMUNITY FACILITIES DISTRICT NO. 2014-2 (STREET, LIGHTING AND LANDSCAPING MAINTENANCE)

IDENTIFICATION OF TAX ZONES

TAX ZONE 1

Assessor's Parcels Included in Tax Zone 1 *	Fiscal Year In Which Property Was Added to CFD No. 2014-2
067-0030-066 067-0030-067 067-0030-069 067-0030-070 067-1020-001 067-1020-002	2013-14

* The property identified by the Assessor's Parcel Numbers listed above shall remain part of the identified Tax Zone regardless of changes in the configuration of the Assessor's Parcels or changes to APNs in future Fiscal Years. As APNs change, the City may update Attachment 1 to reflect the most current APNs and Tax Zones consistent with the categories of Developed Property set forth in the Rate and Method of Apportionment of Special Tax for CFD No. 2014-2.

Tax Zone 1 – Maximum Special Taxes

The following Maximum Special Taxes apply to all Parcels of Developed Property within Tax Zone 1 of CFD No. 2014-2. These Maximum Special Taxes do not incorporate the long-term maintenance activities which are included as a part of CFD No. 2014-1 (Montelena).

**MAXIMUM SPECIAL TAXES
ORDINARY USE PARCELS
(FISCAL YEAR 2014-15)**

Land Use Class	Ordinary Use Parcels Maximum Special Tax Zone 1	Soundwall and Decorative Lighting Parcels Maximum Special Tax Zone 1
Single Family Detached Property	\$275.49 per Unit	\$279.85 per Unit
Single Family Attached Property	\$217.64 per Unit	\$221.08 per Unit
Multi-Family Property	\$157.03 per Unit	\$159.52 per Unit
Commercial Property	\$210.00 per 1,000 Square Feet	\$210.00 per 1,000 Square Feet
Hotel Property	\$162.54 per Unit	\$165.11 per Unit
Industrial Property	\$123.97 per 1,000 Square Feet	\$125.93 per 1,000 Square Feet
Office Property	\$210.00 per 1,000 Square Feet	\$210.00 per 1,000 Square Feet

On each July 1, commencing July 1, 2015, the Maximum Special Taxes shown above shall be increased by the Annual Escalation Factor.

TAX ZONE 2

Assessor's Parcels Included In Tax Zone 2*					Fiscal Year in Which Property Was Added to CFD No. 2014-2
072-2870-001		through		072-2870-072	2014-15
072-2880-001		through		072-2880-082	
072-2890-001		through		072-2890-088	
072-2900-001		through		072-2900-080	
072-2910-001		through		072-2910-083	
072-2920-001		through		072-2920-069	
072-2940-001		through		072-2940-066	
072-2950-001		through		072-2950-063	
072-2960-001		through		072-2960-065	

*** The property identified by the Assessor's Parcel Numbers listed above shall remain part of the identified Tax Zone regardless of changes in the configuration of the Assessor's**

Parcels or changes to APNs in future Fiscal Years. As APNs change, the City may update Attachment 1 to reflect the most current APNs and Tax Zones consistent with the categories of Developed Property set forth in the Rate and Method of Apportionment of Special Tax for CFD No. 2014-2.

Tax Zone 2 – Maximum Special Taxes

The following Maximum Special Taxes apply to all Parcels of Developed Property within Tax Zone 2 of CFD No. 2014-2. These Maximum Special Taxes include the maintenance of street lighting only.

MAXIMUM SPECIAL TAXES ORDINARY USE PARCELS (FISCAL YEAR 2014-15)

Land Use Class	Street Lighting Only Maximum Special Tax Zone 2
Single Family Detached Property	\$38.00 per Unit
Single Family Attached Property	\$38.00 per Unit
Multi-Family Property	\$157.03 per Unit
Commercial Property	\$210.00 per 1,000 Square Feet
Hotel Property	\$162.54 per Unit
Industrial Property	\$123.97 per 1,000 Square Feet
Office Property	\$210.00 per 1,000 Square Feet

On each July 1, commencing July 1, 2015, the Maximum Special Taxes shown above shall be increased by the Annual Escalation Factor.

EXHIBIT B

OWNER AND THE ASSESSOR'S TAX PARCEL NUMBER(S)

<u>Parcel No.</u>	<u>Property Owner</u>
067-0030-038	Donahue Schriber Realty Group, Inc.

MEMORANDUM

DATE: March 21, 2016

TO: Honorable Mayor and Council Members

FROM: Matthew Diaz, Associate Planner

SUBJECT: 2015 GENERAL PLAN ANNUAL REPORT



RECOMMENDATION

Receive the 2015 General Plan Annual Report as required by State law.

RESULT OF RECOMMENDED ACTION

By receiving this report, the City Council is satisfying its statutory obligation under State law. No further action is required on the part of the City Council. The purpose of the report is to provide an annual accounting of implementation of the General Plan.

BACKGROUND

State law requires that the City complete an annual review of the General Plan by April 1 of each year, covering the previous calendar year. The purpose of the review is to:

- Identify compliance with the State General Plan Guidelines;
- Identify status of the General Plan and the process towards its implementation;
- Describe the City's progress in meeting its Regional Housing Needs Allocation; and
- Describe progress in addressing/removing governmental constraints to the maintenance, improvement, and development of housing.

Further, State law requires that the City submit the report to the Office of Planning and Research (OPR) and the department of Housing and Community Development (HCD). Completion of the report may make the City eligible for various State grants and other programs.

The 2015 annual report covers the calendar year (Planning Year) 2015 (January 1 to December 31). As in previous reports, staff has included a summary outlining the major accomplishments of the City in 2015 related to General Plan implementation. The Report also includes information on the status of residential construction compared to the City's obligation under the current Regional Housing Needs Plan/Regional Housing Needs Assessment. The tables used to collect and report this data are required by HCD.

The annual report can be used as a guide for development of the 2016-2017 fiscal budget for the City, helping departments plan their budgets with General Plan implementation in mind.

FISCAL IMPACTS

The City anticipates that this annual update will result in a minimal fiscal impact as the accomplishments are a balance of quality of living improvements, internal infrastructure improvements, staff training, and revenue generating projects.

ANALYSIS

As indicated in previous reports, staff identified a concern that the actions of the General Plan may not be accurately programmed. In an effort to keep the General Plan current and ensure it remains a useful document that sets the policy direction for the City, staff had previously recommended that a more detailed analysis of the General Plan actions be undertaken. This analysis would re-program, as appropriate, some of the General Plan action items to (1) departments that are more appropriate for leading the work effort and (2) realign the timing of the actions in keeping with Council-identified priorities. This effort could also serve as an opportunity to drop actions that are no longer necessary/appropriate for Rancho Cordova and create new ones that are. Completion of this task would result in a General Plan amendment to the Implementation Element. This effort was not programmed into previous year's work plans for budget reasons. Following completion of the 2015 review, staff is again recommending that this effort be undertaken.

ATTACHMENTS

1. 2015 General Plan and House Element Annual Report
2. Implementation Element Status Update March 2015
3. Housing Element Status Update 2015



GENERAL PLAN

R A N C H O C O R D O V A G E N E R A L P L A N



2015 GENERAL PLAN ANNUAL REPORT
COMPLETED MARCH 2016

BUILDING OUR CITY
GUIDING OUR FUTURE

2015 GENERAL PLAN ANNUAL REPORT

CITY OF RANCHO CORDOVA 2015 GENERAL PLAN ANNUAL REPORT

PREPARED BY THE PLANNING DEPARTMENT
COMPLETED MARCH 2016

CITY COUNCIL

David Sander, Mayor
Donald Terry, Vice-Mayor
Linda Budge, Council Member
Dan Skoglund, Council Member
Robert McGarvey, Council Member

2015 GENERAL PLAN ANNUAL REPORT

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2015 GENERAL PLAN ANNUAL REPORT

INTRODUCTION

PURPOSE OF THE ANNUAL REPORT

California law requires each city to adopt a comprehensive, long-term General Plan to guide the physical development of the incorporated city and land outside city boundaries that bears a relationship to its planning activities. The General Plan serves as a blueprint for future growth and development; the blueprint to “Build a City.” As such, the plan contains policies and programs designed to provide decision makers with a solid foundation for land use and development decisions.

State law further requires the City to complete an Annual Report by April of each calendar year and submit the report to the Office of Planning and Research and the Department of Housing and Community Development. This report must:

- Identify compliance with the State General Plan Guidelines;
- Identify status of the General Plan and the process towards its implementation;
- Describe the City’s progress in meeting its Regional Housings Needs Allocation; and
- Describe progress in addressing/removing governmental constraints to the maintenance, improvement, and development of housing.

State law requires that the General Plan Annual Report be complete and submitted to the State by April 1st of each year. The report covers the previous calendar year for which it is being completed. This Annual Report looks at the City’s progress towards implementing its General Plan during the 2015 planning period.

RECOMMENDATIONS

It is recommended that the City update the Implementation Matrix in the General Plan by adjusting timing, responsible parties, and establishing new action items, as appropriate, during the 2016 Planning Year. This action will require amendment of the General Plan and will help ensure that the goals and policies of the Plan are being achieved by keeping the Plan current. Funding for this task should be included in the 2016-2017 fiscal year budget for all departments.

Tracking the implementation of the General Plan is paramount in achieving the vision of the City that the General Plan establishes, and providing this information in a transparent report holds the City accountable to the public for the promises and goals it has set.

This document will provide a status update for major City accomplishments and housing element action items for the 2015 Calendar year. This document will be reviewed for adoption by the City of Rancho Cordova City Council on March 21, 2016 to adhere to the state required due date of April 1, 2016 (Government Code Section 65400(a)(2)).

2015 GENERAL PLAN ANNUAL REPORT

A copy of the current Implementation Element has been included with this report to indicate the status of all General Plan policies. This included the Implementation plan for the 2013-2021 Housing Element Update.

ADMINISTRATION AND STATUS OF THE GENERAL PLAN

Upon incorporation in July 2003, the City adopted the Sacramento County General Plan. Soon thereafter, the City embarked on an intensive process of crafting the first General Plan for the City. The resulting plan was adopted on June 26, 2006. More than 50 workshops, stakeholder meetings, study sessions, and public hearings were held to understand the vision and desires for Rancho Cordova and to develop the blueprint to build the future City.

The General Plan for Rancho Cordova includes not only the seven mandated elements of a General Plan as required by State law (land use, circulation, housing, noise, safety, conservation, and open space) but additional topics of special and unique concern to the community, including urban design, economic development, air quality, historic and cultural resources, and infrastructure, services, and finance. As the basis for local government decision-making, the plan includes goals and policies by which projects are analyzed against and actions to be taken by the City necessary to achieving the overall vision for the community.

DEPARTMENTAL RESPONSIBILITIES

Implementation of the General Plan is the responsibility of the numerous departments and teams in the City. Each action item identified in the General Plan has been tasked to one or more City departments. The General Plan includes an Implementation Matrix that lists each of the action items in the plan and identifies the responsible agency, timing, and funding source for each action. City departments responsible for implementation of the General Plan include the:

- City Manager's Office;
- Planning Department;
- Building Department;
- Public Works Department;
- Finance Department;
- Economic Development Department;
- Redevelopment Agency;
- Housing and Neighborhood Services Department;
- City Public Information Officer; and
- Police Department.
- Public Information Office
- Other Agencies/Committees to be established by the Council

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There are several other governmental agencies that provide services within the City's corporate boundary. While these agencies are not part of the City's operational structure and not directly responsible for implementation of the General Plan, the City does coordinate its activities with these other agencies and relies upon their assistance for full implementation of the General Plan. These additional agencies include, but are not limited to, the:

Sacramento Metropolitan Fire District;
Cordova Recreation and Parks District;
Folsom-Cordova Unified School District; and
Elk Grove Unified School District.'

AMENDMENTS TO THE GENERAL PLAN

State law allows the City to amend any of its mandated elements of General Plan up to than four times per calendar year. Amendments may be proposed and acted upon at any time during the year and one action may include multiple amendments. Any changes to the General Plan require public hearings by the City Council and evaluation of the environmental impacts as required by the California Environmental Quality Act.

As of March 2016, there are some amendments to the General Plan that staff is considering to address recent changes to State law and an update to coincide with the zoning code update in mid to late 2016 as well as to update the implementation section to reflect departmental changes within the structure of the organization. The Housing Element was updated adopted by the City of Rancho Cordova City Council at the end of 2013 and certified by the State of California Department of Housing and Community Development (HCD) in the beginning of 2014. This 2014 update so to satisfy the legally mandated update to reflect the 2014-2022 Regional Housing Needs Allocation.

This annual report includes the General Plan and Housing Element reports as required by State law.

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GENERAL PLAN ELEMENTS AND IMPLEMENTATION PROGRESS

ELEMENT SUMMARY

The General Plan for Rancho Cordova includes twelve elements that cover a variety of topics as provided for in State law. Table 1 lists these elements and shows how they relate to the State requirements (State General Plan Guidelines). The contents of these elements are summarized below. The contents of the General Plan are consistent with the latest edition of the State General Plan Guidelines for content and scope.

TABLE 1
ELEMENTS OF THE GENERAL PLAN AND RELATIONSHIP TO STATE LAW

		Topics Required by State Law							Optional Topic
		Land Use	Circulation	Housing	Conservation	Open Space	Noise	Safety	
Elements of the Rancho Cordova General Plan	Land Use	X			O	O			
	Urban Design	O							X
	Economic Development	O							X
	Housing			X					
	Circulation		X						
	Open Space, Parks, and Trails		O			X			
	Infrastructure, Services, and Finance		O						X
	Natural Resources	O			X				
	Cultural and Historic Resources	O							X
	Safety	O						X	
	Air Quality	O	O						X
	Noise	O	O				X		

Notes:

X - Indicates that this element directly addresses the State required topic

O - Indicates that information in this element is related to the State required topic

Section 1-Introduction

This section contains general history and background into the City, but does not contain action programs that require annual monitoring.

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Section 2-Land Use Element

The Land Use Element provides the central framework for the General Plan and serves as a compass to guide planners, the general public, and decision makers on the desired pattern of development in Rancho Cordova. It describes both existing and future land use activity, the latter of which was designed to achieve the City's long-range goals for physical development. This Element also identifies the distribution, location, and intensity of all land uses types throughout the City. Text, maps, and diagrams establish the blueprint for future land uses within the City and describe how these uses are integrated with the other General Plan elements and policies.

Section 3-Urban Design Element

The Urban Design Element provides policies and design concepts relating to the form and character of new private development and public improvements, along with focused plans for areas of the City in need of special design attention. The Element also includes policies and implementation programs aimed at creating Rancho Cordova as a unique place with a strong, memorable character.

Section 4-Economic Development Element

The Economic Development Element attempts to identify the City's strengths and weaknesses as it seeks to provide a full range of employment, housing, retail/service, and entertainment option to residents. The Element establishes goals, policies, and actions to improve the City's prosperity, maintain regional competitiveness, ensure accessibility to assets, market the City, and, perhaps most importantly, set fair and equitable rules for development. This Element is also intended to create wealth for the citizens of Rancho Cordova by providing opportunities to increase property values, fully utilize their properties, offer continuing education opportunities, and support entrepreneurship.

Section 5-Housing Element

The purpose of the Housing Element is to identify housing solutions that solve local housing problems and to meet or exceed the regional housing needs allocation. The City recognizes that housing is a need that is met through many resources and interest groups. This Element establishes the local goals, policies, and actions (programs) the City will implement and/or facilitate to solve our identified housing issues.

Section 6-Circulation Element

The Circulation Element describes existing and future transportation conditions and systems. The Element establishes goals, policies, and actions that will guide the City's circulation system, including the roadway network, transit facilities and services, and bicycle and pedestrian facilities. The text, maps, and diagrams are a basis for the development of the City's transportation network.

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Section 7-Open Space, Parks, and Trails Element

The Open Space, Parks, and Trails Element identifies the need to maintain existing open space and natural recreational areas, as well as to create additional areas for the enjoyment of residents and the protection of the environment. The goals, policies, and actions provided are intended to achieve the City's vision of open spaces that are accessible to all members of the community. This Element establishes a policy framework and action program for the improvement, expansion, and maintenance of the City's open space.

Section 8-Infrastructure, Services, and Finance Element

This Element seeks to identify the ideal level and type of infrastructure and service provision necessary to achieving the goal of becoming a first-rate city. It also explores possible mechanisms to finance infrastructure and service improvements. The goals, policies, and actions contained in the Element set forth methods for ensuring that Rancho Cordova provide the highest service levels possible.

Section 9-Natural Resources Element

The Natural Resources Element identifies the ways in which Rancho Cordova will protect, maintain, and enhance its natural resources for the betterment of current residents and future generations. It also attempts to balance the present needs of resource users with the need for resource conservation for the common good. The goals, policies, and actions in this Element will foster the preservation of Rancho Cordova's many valuable natural resources, including wildlife, habitat, water resources, soils, and mineral resources.

Section 10-Cultural and Historic Resources Element

The Cultural and Historic Resources Element seeks to identify and protect locally important sites, buildings, and memorabilia that reflect the history of the community. It also seeks to honor the people of Rancho Cordova by promoting the inclusion of cultural arts into the fabric of the community as a component that contributes to the overall quality of life for residents, workers, and visitors. The Element provides goals, policies, and actions designed recognize and preserve the history of the area and celebrate the diversity of the City's population.

Section 11-Safety Element

The Safety Element seeks to recognize and remedy both present and anticipated concerns about the on-going well being of City residents, employees, and visitors. The goals, policies, and actions identify viable solutions to minimize the potential risk of death, injuries, property damage, and economic hardship and social displacement resulting from fires, floods, earthquakes, landslides, and other hazards. Additionally, this Element addresses safety and hazards related to airport land use, groundwater contamination, traffic and pedestrian accidents at interfaces with rail lines, the potential release of hazardous materials into the community, and general issues related to police and fire protection services.

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Section 12-Air Quality Element

The Air Quality Element establishes a framework for how the City will improve air quality in the Planning Area and work with other communities in the region and the Sacramento Metropolitan Air Quality Management District (SMAQMD) to improve air quality in the Sacramento Valley Air Basin. This Element also underscores the effects that land use patterns and the resulting transportation behavior have on air quality. The goals, policies, and actions outlined in this Element focus on improving air quality through embracing regional coordination, “smart growth” land use concepts, transportation demand management, energy conservation, cleaner industries and vehicles, and public education.

Section 13-Noise Element

The goal of the Noise Element is to identify the major sources of noise within the City and discuss the City’s role in ensuring comfortable and safe noise levels throughout the community. The goals, policies, and actions provided will, when implemented, improve the noise environment in the Planning Area.

Section 14-Implementation Element

This section contains a complete list of the action programs contained within each element. The implementation element was intending to assist staff in the monitoring the progress of those programs.

STATUS OF IMPLEMENTATION ACTIONS OF THE GENERAL PLAN

Attached with this report is the 2015 Implementation Element progress assessment. While some of the programs have been complete or remain incomplete, a majority of the programs within the General Plan remain active and ongoing.

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REGIONAL HOUSING NEEDS AND REMOVAL OF GOVERNMENTAL CONSTRAINTS TO HOUSING

In an effort to address state-wide housing needs, the State of California requires regions to address housing issues and needs based on future growth projections for the area. The Department of Housing and Community Development (HCD) allocates regional housing needs numbers to regional councils of governments throughout the state. The Regional Housing Needs Plan (RHNP) for the Sacramento area is developed by the Sacramento Area Council of Governments (SACOG), and allocates to cities and the unincorporated counties their “fair share” of the region’s projected housing needs, or the Regional Housing Needs Allocation (RHNA). The needs plan allocation is based on household income groupings over the planning period.

The intent of the RHNP is to ensure that local jurisdictions address not only the needs of their immediate areas but also fill the housing needs for the entire region. Additionally, a major goal of the RHNP is to assure that every community provides an opportunity for a mix of affordable housing to all economic segments of its population. State law requires that the City identify its progress in meeting its share of the regional housing needs allocation and identify local efforts to remove governmental constraints to housing. The City’s General Plan Housing Element identifies solutions to meeting these objectives and reflects the 2014-2022 Regional Needs Plan and Regional Housing Needs Allocation for the Sacramento region.

2014-2022 REGIONAL HOUSING NEEDS PLAN

The Sacramento Area Council of Governments (SACOG), along with the City and the other jurisdictions in the region, has prepared a new Regional Housing Needs Plan (RHNP) for the 2014-2022 planning period. The 2014-2022 RHNP for the Sacramento region identified a total of dwelling units as the City’s “fair share” of the regional needs total. Table 2 identifies the breakdown of this number for each of the four income categories covered by the RHNP for the City.

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TABLE 2
CITY OF RANCHO CORDOVA
SHARE OF THE REGIONAL NEEDS ALLOCATION
FOR 2014-2022

Income Group	2014-2022 RHNA
Extremely Low	770 units
Very Low	770 units
Low	1,079 units
Moderate	1,303 units
Above Moderate	3,087 units
Total	7,008 units

Source: SACOG, Regional Housing Needs Plan for Sacramento County; City of Rancho Cordova.

The RHNP and RHNA only require the City to provide a suitable amount of land needed to build the number of units allocated to the City under the RHNA. The Housing Element was updated and certified by HCD at the beginning of 2014 to reflect the 2014-2022 RHNA.

Table 3 summarizes the number of units permitted in the City in 2015 by income category and dwelling type. Table 4 summarizes the cumulative total number of units permitted in the City during the current RHNP planning period. All numbers are based on issuance of building permits from January 1 to December 31 of the given year.

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TABLE 3
ANNUAL BUILDING ACTIVITY REPORT SUMMARY
NEW CONSTRUCTION
VERY LOW-, LOW-, AND MIXED-INCOME MULTIFAMILY
PROJECTS

Housing Development Information									Housing with Financial Assistance and/or Deed Restrictions	Housing without Financial Assistance or Deed Restrictions
Project Identifier	Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units per Project	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units
			Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income				
						402				
Total of Moderate and Above Moderate from Table 5							402			
Total by income							402			
Total Extremely Low-Income Units										

*Building permits issued from January 1, 2015 to December 31, 2015. New permits include 402 single family detached homes.

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TABLE 4
ANNUAL BUILDING ACTIVITY REPORT SUMMARY - UNITS
REHABILITATED, PRESERVED AND ACQUIRED PURSUANT TO GC
§65583.1(c)(1)

Activity Type	Affordability by Household Incomes				Description of Activity Including Housing Element Program Reference
	Extremely Low Income	Very Low Income	Low Income	Total Units	
Rehabilitation Activity	0	0	0	0	
Preservation of Units At-Risk	0	0	0	0	
Acquisition	0	0	0	0	
Total Units by Income	0	0	0	0	

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TABLE 5
ANNUAL BUILDING ACTIVITY REPORT SUMMARY FOR ABOVE
MODERATE-INCOME UNITS (NOT INCLUDING THOSE REPORTED
IN TABLE 3)

	Single Family	2-4 Units	5+ Units	Second Unit	Mobile Homes	Total	Number of Infill Units
No. of Units Permitted for Moderate		0	0	0	0		0
No. of Units Permitted for Above Moderate	402	0	0	0	0	402	0

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TABLE 6
REGIONAL HOUSING NEEDS ALLOCATION PROGRESS

Income Level		RHNA Allocation by Income Level	2014 Year 1	2015 Year 2	2016 Year 3	2017 Year 4	2018 Year 5	2019 Year 6	2020 Year 7	2021 Year 8	2022 Year 9	Total Units to Date (All Years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	1,540											1,540
	Non-Deed Restricted												
Low	Deed Restricted	1,079											1,079
	Non-Deed Restricted												
Moderate	Deed Restricted	1,303											1,303
	Non-Deed Restricted												
Above Moderate		3,087	331	402									2,354
Total RHNA by COG		7,008	7,008	7,008									2,354
Total Units		331	402										
Remaining Need for RHNA Period													6,275

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TABLE 7
RHNA ANALYSIS

RHNA	EL/VL/L 2,618	M 1,303	AM 3,087
Vacant Infill			
Sunrise North		20	
Mather RDA	241	45	
Folsom Boulevard	357		
<u>Countryside/Lincoln Village</u>		95	
<u>Williamson Ranch</u>		34	
<u>Annexation Sites</u>	425	101	
<u>Bradshaw and Highway 50</u>		29	
Under-Utilized Infill			
Town Center TOD	218		
Folsom Boulevard New Markets		124	
Mather RDA	160		
Greenfield			
Capitol Village SPA		461	
Villages of Zinfandel SPA	368	275	
SunCreek SP	725	82	581
Rio Del Oro SP	312	648	816
The Ranch @ Sunridge		80	120
Sunridge Park		78	
Anatolia II	66	170	
Anatolia III			286
Anatolia IV		203	
Montelena		66	655
Sunridge Lot J		35	179
Douglas 103		43	51
Douglas 98			280
North Douglas		62	603
Pending Projects			
Horizons @ New Rancho	48		
Total	2,920	2,573	3,649
Surplus/(Shortfall)	302	1,270	562

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TABLE 8
QUANTIFIED OBJECTIVES

Action Item	Extremely Low-Income	Very Low-Income	Low-Income	Moderate-Income	Total
New Construction Units					
City's RHNA	770	770	1,079	1,303	3,921
	770	770	1,079	1,303	3,921
Rehabilitation Units					
Owner Occupied Housing Rehabilitation		40	40	0	80
Subtotal		40	40	0	80¹
Preservation Units					
		71	--		71
Subtotal		71	--		71
Total	770	881	1,119	1,303	4,072

Source: City of Rancho Cordova

¹ This number includes Housing Rehabilitation Loans and Emergency Repair Loans.

REMOVAL OF GOVERNMENTAL CONSTRAINTS TO HOUSING

The Housing Needs Assessment of the General Plan states that the development standards for residential development in the City do not constrain the development of new housing or affordable housing. It identifies significant constraints as generally being non-governmental, including high land and construction costs, lack of gap funding for affordable projects, and a variety of other market factors. The Citywide Zoning Code includes land use districts, regulations, and standards that allow for alternative housing products at higher densities and facilitate the provision of live-work units and mixed use developments. Further, the Citywide Design Guidelines, adopted in 2005, do not pose a constraint on the development of housing, as they represent the City's guiding policies and expectations for quality development.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
II - LAND USE ELEMENT					
LU 1.1.1	Regularly evaluate the mix of land uses as the City grows to analyze build out conditions, market conditions, etc.	PL	Ongoing	GF	Completed on ongoing as the City will undergo another zoning code update in 2016.
LU 1.1.2	Utilize the PLACE3S land use model to track General Plan implementation with respect to Land Use and analyze the impact of new development on existing uses and the City roadway network. Update the model on a quarterly basis with newly constructed development projects to maintain accuracy of the model.	PL	Ongoing	GF	Completed, but other resources are also under consideration to determine proper land use and their impacts.
LU 1.1.3	Regularly update the General Plan Land Use Map and other related maps in the General Plan with the latest parcel information from the County's Assessor's Office, regardless of General Plan Amendment activity. Updates to the parcel lines, when no adjustments have been made with respect to land uses.	PL	Ongoing	GF	While parcel and zoning maps have been updated, the maps within the General Plan have been relatively unchanged. In 2016-2017 the City will look at the land use map to look at possible LU changes.
LU 1.1.4	Amend the Zoning Code text to include the appropriate findings required for General Plan land use and text amendment requests.	PL	2006 / 2007	GF	Completed. ZC 23.155.040
LU 1.2.2	Designate adequate commercial, office, and industrial land uses throughout the City during project review and as part of annual review of the General Plan.	PL	Ongoing	GF	Ongoing, but not part of the annual GP reporting. There have been numerous zoning amendments to address this issue and this will continue through the 2016 zoning code updates.
LU 1.2.2	Establish a comprehensive plan for an economically viable mix of land uses in and around Mather Airport.	PL / ED	2007	GF	While improvements have been made to the Mather area and new projects have been approved to improve vitality in the region, a comprehensive plan has not been established that looks at the economic viability of the land uses included in the Mather SPA approved by Sacramento County.
LU 1.3.1	Identify target businesses and industries that diversify the City's employment base and create incentives to locate in Rancho Cordova.	ED	Ongoing	GF	Ongoing and will be included in 2016 ED work plan.
LU 1.3.2	Designate new and existing office developments as mixed-use to encourage the compatible integration of residential and commercial retail and service uses in proximity to jobs.	PL	2006 / 2007	AF	Most office space is included within a mixed-use zone with some of these MU zones allowing residential and/or light industrial and retail uses.
LU 1.4.1	Establish performance and development standards in the Zoning Code and	PL	2006 /	GF	Completed; however staff has some

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
	guidelines in the Citywide Design Guidelines to address compatibility between existing and proposed development and within proposed mixed-use development (vertical and horizontal).		2007		complications when applying Form Based zoning standards to existing development.
LU 1.4.2	Create development standards and design guidelines to specifically address the compatibility of high-rise development in the Downtown Planning Area. Give special consideration to those issues unique to high-rise development, including the following: visual intrusion, distant viewshed, shadowing of adjacent properties, glare, wind tunnel effects, emergency service, interruption of electronic transmissions, traffic and parking, and noise and vibration. Recognize that urban (higher intensity) developments increase transit opportunities, increase walkability, and efficient land use, which lead to reduced automobile emissions.	PL / FD	2007 / 2008	GF	Not completed. Recent project approval for buildings 4 stories and greater have reignited this conversation in 2015-2016. Staff will continue to work with the Fire, Public Works, and Building departments to assess existing standards as a proactive solution to some of the questions that have come out of entitlement review.
LU 1.4.3	Promote the disclosure of potential land use compatibility issues in all parts of the City, such as noise, dust, odors, etc., in order to provide potential purchasers with the information necessary to make informed decisions about the property and its future land uses.	PL	2006 / 2007	GF	Although the city has made strides to improve communication for potential disclosure, this has been achieved in a more reactionary manner with project review. Staff is currently discussing topics with economic development that would assist new development prior to project review.
LU 1.4.4	Develop guidelines for the buffering of incompatible land uses in ways that retain community character but do not consume large land area, create pedestrian barriers, or result in unsafe conditions.	PL / PD	2006 / 2007	GF	Completed and implemented as part of entitlement review.
LU 1.4.5	Minimize impacts between urban and agricultural uses through the use of buffers, increased setbacks, roadways, barriers, landscaping, and/or other appropriate methods to avoid conflicts.	PL	2007 / 2008	GF	Completed and implemented as part of entitlement review.
LU 1.4.6	Work with utility providers to coordinate location of transmission lines and substations during development review.	PW / PL	Ongoing	GF	Completed and ongoing.
LU 1.5.1	Update the Zoning Code Text and Map to reflect new land use designations and distributions throughout the City as established in this General Plan.	PL	2006 / 2007	GF	Completed per numerous ZC updates.
LU 1.5.2	Regularly audit, and update as necessary, any provisions of the Code that may be inconsistent with the General Plan and its subsequent amendments.	PL	Annual	GF	Completed and Ongoing.
LU 1.6.1	Ensure masterplanned communities include the provision of public/quasi-public land preserved for civic uses.	PL	Ongoing	AF / GF	Completed and ongoing as part of entitlement review.
LU 1.6.2	Create a site inventory identifying desired locations for a full-service hospital.	CM / ED / PL	2006 / 2007 / 2008	GF	Not completed.
LU 1.7.1	When siting new transit-oriented developments: the development must be within one-quarter mile of a major transit stop; emphasize street-level neighborhood	PL	Ongoing	GF	Ongoing. There have not been that many TOD projects in some of the

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
	commercial services that serve many residents in surrounding areas; encourage employment in the urban transit-oriented development created along the transit route; create a pleasant walking environment through good land use design, short distances, amenities, and streetscape features; and provide direct, multiple linkages, especially for bicycles and pedestrians, to surrounding areas.				developed areas with TODs; however, the zoning code encourages higher densities and more intense uses within these corridors.
LU 2.1.1	Amend the Zoning Code and Citywide Design Guidelines to include the City's smart growth principles as appropriate.	PL	2006 / 2007	GF	DG adopted and Article 6 of ZC includes Form Base regulations for all Village zoning districts.
LU 2.2.1	Identify the building block components of neighborhoods, villages, and districts in the existing areas of the City and encourage redevelopment using the building blocks principles.	PL	Ongoing	GF / AF	Not Completed and would need coordination with Public Works Street system to identify these areas.
LU 2.4.1	Establish, as a part of design review, a system or mechanism that evaluates the effectiveness of a proposed project in meeting these requirements (listed in LU 2.4).	PL	2006	AF	Achieved but not Complete. LU 2.4 involves project designs that ensure safe pedestrian routes both on and off site. Staff has to make these as part of the findings for approval; however we do not specifically call out 2.4 as part of our review in the staff report or reso.
LU 2.5.1	Require market studies, financing plans, phasing plans, and other associated studies as needed as part of all new major development applications in order to evaluate the need for these projects, their compliance with established City policy, and the impact of the development on the City and service providers.	PL / F	Ongoing	AF	While phasing plans and financing plans are required for master plans and specific plans, they are not required as part of an all project entitlement review. Since 2014, Planning staff has added a "Fiscal Impact" section of the staff report that indicates the potential benefit of a project taken before the City Council.
LU 2.6.1	As part of neighborhood project review, ensure that village centers are strategically located for accessibility to surrounding neighborhoods and retail viability. Village town center should ensure that neighborhood-serving commercial uses adjacent to residential areas provide quality, convenient, and community-serving retail choices in a manner that does not adversely impact neighborhood character.	PL / F	Ongoing	AF	Complete and ongoing.
LU 2.7.1	Develop and adopt energy conservation performance standards that apply to new construction and focus on cost-effective measures that exceed minimum federal and state requirements, in recognition and support of the Sacramento Municipal Utility District's "Conservation Power" goals.	PL / B	2007	GF	While there are some policies for energy conservation (especially in UBC) there are no specific RCMC codes/regulations. Currently the City enforces the provisions of the California Energy Code, and the Building Energy Efficiency Standards that are referenced

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
					within.
LU 2.7.2	Create programs that educate developers and property owners about the advantages of "green design" on their property and within the City, and inform them on how they can incorporate such design elements into their projects. Develop incentives, such as grants, financing programs, or other mechanisms that help make "green design" realistic.	PL / B / PIO	2007	GF	We have some for single family residential, but not for large projects. Building & Safety is in the process of putting together outreach programs that will help the development community understand the importance of sustainable construction practices, and the requirements of the Green Building Standards (CALGreen).
LU 2.8.1	Amend the Zoning Code to include flexible parking standards and parking reductions to encourage compact development, shared parking, and higher density projects in specified locations throughout the City.	PL / PW	2006 / 2007	GF	This has been completed per ZC 23.719.090 (reductions) however more work is needed as many sites within the city are underparked. Also may need revisions should new businesses require additional parking over the maximum requirements.
LU 3.1.1	Identify and map target attractions and establish economic development policies and programs to attract these uses to the City.	ED	2007	RAF	Developed a revolving loan fund and business incentive program.
LU 3.2.1	Establish specific policies, standards, and guidelines for quality design of all public and quasi-public uses.	PL	2007	GF	Contained within the DG and ZC for Article 5 and 23.722
LU 3.6.1	All applications for annexations shall include a comprehensive land use plan for the affected territory, including pre-zoning and a plan for infrastructure financing and phasing. In considering applications for annexation, the City shall consider whether the annexation will accomplish all of the following: -Constitute fiscally sound additions to the existing City; -Be consistent with state law and Local Agency Formation Commission policies, standards, and criteria; -Preserve neighborhood identities; -Ensure the provision of adequate municipal services; -Be consistent with General Plan and Community Plan land use policies; -Incorporate smart growth principles for sustainable economic growth while maintaining environmental integrity and providing for social equity; and -Promote fiscally sound, efficient service boundaries.	CM / PL	Ongoing	GF	There has been one annexation since incorporation which was consistent with this provision. While there is no current proposal for new annexation; however some of the special planning areas would require
LU 4.1.1	Establish and maintain agreements or working relationships with SACOG, Sacramento County, and the cities of Folsom, Sacramento, and Elk Grove to facilitate a coordinated approach to land use decisions that affect each jurisdiction.	CM	Ongoing	GF	Complete and Ongoing.
LU 4.1.2	Facilitate agreements (i.e. memorandum of understanding) for critical planning topics and activities with neighboring jurisdictions and SACOG and allow for shared responsibility and an equal voice for all participants	CM	Ongoing	GF	Complete and Ongoing.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
LU 4.1.3	Partner with other jurisdictions and agencies to create joint powers authorities that address issues of mutual concern (i.e. the American River Parkway) but still allow the City to maintain its voice and decision making authority throughout the process.	CM	Ongoing	GF	Complete and Ongoing.
LU 4.1.4	Encourage neighboring jurisdictions to adopt and collect infrastructure in pact fees (e.g. roadway in pact fees) for all new development that will have an impact on the City infrastructure (e.g. roads)	CM	Ongoing	GF	Complete and Ongoing.
LU 5.1.1	Encourage the upgrading, beautification, revitalization, infill development, and appropriate reuse of existing commercial areas and shopping centers.	ED / PL	Ongoing	GF	Complete and Ongoing. The City is currently looking into funding programs to assist businesses in making façade and other on-site improvements.
LU 5.1.2	Study, create, and implement streetscape enhancement plans that become catalyst projects for the revitalization of existing development.	PW / PL	Ongoing	CIP / Grants	Complete and Ongoing. Folsom Boulevard improvements have improved the corridor and encourage new development to the area.
LU 5.1.3	Seek improvement to existing infrastructure within residential areas of the City developed prior to incorporation that are not consistent with the City's current standards.	PW	2006 / 2007 / 2008 / 2009	CIP / Grants	Staff has identified the magnitude of this extensive need and is making great progress with complete streets including bike and pedestrian facilities.
LU 5.2.1	Conduct the studies and community input process necessary to determine the location and extent of needed redevelopment districts within the City.	ED / PL	2006	GF / RAF	Complete and ongoing. While this was achieved, RA for the city no longer exists. New studies are being prepared to address areas that require revitalization and rehab.
LU 5.4.1	Conduct infrastructure surveys and, where necessary, coordinate with utility providers to create infrastructure enhancement plans, which determine shortcomings in infrastructure that could inhibit the development of mixed-use projects in already developed areas of the City.	PW / PL / ED	Ongoing	GF / CIP	Complete and ongoing.
LU 5.5.1	Conduct a survey of property within the Downtown to determine where potential land assembly issues may occur and work with property owners to actively solve the problem together, with mutual benefit.	ED / PL	2007	GF / RAF	Progress; however not complete as the surveys have been completed on a case by case basis, but not of all properties to define the DTPA vision.
LU 5.5.2	Survey property designated as a Transit-Oriented Development to determine where potential land assembly issues may occur and work with property owners to solve the problem. Coordinate access and right-of-way issues with the transit provider early in the process.	ED / PL	2007	GF / RAF	Not completed.
LU 6.1.1	For lands within the Countryside/Lincoln Village, Sunrise Boulevard North, and Sunrise Boulevard South Planning Areas, require consistency between proposed development projects and the corresponding Planning Area descriptions and Land	PL	Ongoing	GF / AF	Completed and Ongoing. This can be somewhat difficult for areas vested/adopted using county

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
	Plans.				zoning standards
LU 6.2.1	Require the development and approval of Specific Plans or Special Planning Areas for the Aerojet, East, Glenborough, Grant Line North, Grant Line South, Grant Line West, Jackson, Mather, Rib del Oro, Sun Creek/ Preserve, and Westborough Planning Areas to create parcel-specific land use plans for those areas. Subsequent land use plans shall be consistent with relevant General Plan provisions and shall reflect the ideas communicated in the Conceptual Land Plans and associated planning area descriptions.	PL	Ongoing	GF / AF	Completed and ongoing form out of those. While plans have been adopted with new construction, current market demands have delayed the submittal of new plans in some of those areas.
LU 6.3.1	Consistent with the Downtown Planning Area, create a Downtown Specific Plan that fosters the creation and success of a Downtown Rancho Cordova.	PL	2006 / 2007 / 2008	GF	Incomplete. The GP adopted a Downtown Planning Area (DTPA) Boundary, but a Specific Plan has not been achieved. The DTPA lacks detail and clarity and contains multiple overlays (transit, FBSP).
LU 6.4.1	Develop, adopt, and implement a Folsom Boulevard Specific Plan that refines the vision and creates a detailed land plan with action steps for revitalization of the corridor. The Specific Plan shall include a land plan consistent with the vision and development envelope in the General Plan as well as the Planning Area description.	PL	2006	GF	Completed.
LU 6.4.2	Analyze development projects proposed for the Folsom Boulevard Planning Area for consistency with the planning area description for the corridor.	PL	Ongoing	AF	Completed and Ongoing.
III – URBAN DESIGN ELEMENT					
UD 1.1.1	Amend the Zoning Code and Design Guidelines to be consistent with the urban vision. Select areas where a "form based" approach to zoning is appropriate.	PL	2006 / 2007	GF	Completed per DG and Article 5 of the ZC.
UD 1.1.2	Prepare and adopt guidelines and standards for residential dwellings in higher density development. Focus on maintaining livability through sensitive design that maintains privacy and minimizes conflicts between adjacent homes.	PL	2006 / 2007	GF	Completed as the adopted design guidelines include standards for high density development that includes designs to minimize conflicts (i.e. heights, lighting, etc.).
UD 1.2.1	Develop neighborhood street standards that promote walking and cycling to improve quality of life and transportation choices for residents.	PW / PL	2006	GF	Completed and ongoing. This includes PW standards, master plan review, design guidelines, and the zoning code.
UD 1.2.2	Establish residential development design standards and guidelines that enhance the character and quality of projects.	PL	2006	GF	Complete as part of the Citywide Design Guidelines.
UD 1.3.1	Require the design of all residential projects with a grid or modified grid street system.	PL / PW	Ongoing	AF	Complete, but not applicable to all projects that may have onsite constraints that prohibit this design.
UD 1.3.	Allow for flexibility in the implementation of residential densities in a mixed density	PL	Ongoing	GF	Complete and ongoing as long as

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
2	project				permitted under the allowed GP and zoning density range.
UD 13.3	Discourage the use of fences/walls/gates between compatible uses.	PL	Ongoing	AF	Complete and ongoing as part of the entitlement review process.
UD 15.1	Continue to use, and update as necessary, the Citywide Design Guidelines as a starting point for encouraging developments that are interconnected and relate to one another.	PL	Ongoing	GF / AF	Complete and ongoing.
UD 15.2	Revise the Zoning Code provisions to identify appropriate solutions to create compatibility between developments. The use of walls and fences to segregate uses does not inherently create compatibility.	PL	2006 / 2007	GF	Complete as part of our design guidelines and integrated developments (shopping centers).
UD 16.1	Create development standards and update the Design Guidelines as necessary to ensure pedestrian-friendly village and local town center designs.	PL	2006 / 2007	GF	Complete and ongoing.
UD 22.1	Amend the Zoning Code text and map to implement the new mixed-use designations in this General Plan.	PL	2006 / 2007	GF	Completed and ongoing.
UD 23.1	Land uses along the eastern and southern boundaries of the City shall transition down the intensity and density of development from urban to rural at the City edge.	PL	Ongoing	AF	Completed. Uses consist of low density housing and open space preserve.
UD 23.2	Establish a gateway program to create a sense of entry at key locations throughout the City and promote wayfinding throughout the community. Use creative designs that respond to the character and history of the City to establish a sense of place, including gateway signage, streetscape design, site landscaping, and other features. Users should feel a sense of arrival and be welcomed to the City.	PL / ED / PW	2007	GF / RAF / CIP	Not completed, but ongoing discussion.
UD 23.3	Prepare and adopt design standards for pedestrian overcrossings of major roads that contribute to district character and defined gateways and promote wayfinding.	PL / PW	2006 / 2007	GF	Not complete. While there are standards for at grade crossings we do not have standards for above grade crossings.
UD 24.1	As part of the Design Review process, encourage the development of unified district themes with integrated streetscapes (including streetscape furniture), districtwide signage programs, unified architectural styles, and / or themes for a concentration of uses or open space programs.	PL / PW	Ongoing	AF	Not Complete. While center design is reviewed to remain consistent there isn't a specific theme for the overall district.
UD 25.1	Prepare and adopt a Downtown Specific Plan that addresses the future uses, design standards, street design, and other characteristics of the built form.	PL	2006 / 2007 / 2008	GF / RAF	Not Completed
UD 25.2	Work with businesses, property owners, and other stakeholders to create a vital Downtown with pedestrian- and cyclist-oriented activities and design features.	ED / PL	Ongoing	RAF	Not Completed. We have standards, but nothing specifically for the DTPA.
UD 26.1	Develop streetscape standards that define the character of the street and promote pedestrian mobility between individual uses.	PW / PL	2006 / 2007	GF	Complete.
UD 26.2	Create standards for the type, spacing, etc. of trees along the street. Require development to include street trees along all frontages of the project.	PW / PL	2006 / 2007	GF	Complete. Landscaping is located under 23,716 with plant and

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
					irrigation standards under 22.180
UD 2.6.3	Establish standards for the use of street furniture, such as benches, light fixtures, and planters, as inviting and usable accent pieces along the street.	PW / PL	2006 / 2007	GF	We have these per DG and 23.722. Lighting is within 23.725.
UD 2.6.4	Define standards for the use and dimensions of separated sidewalks.	PW	2006 / 2007	GF	We have these, but they are not consistent. Also not standards for meandering sidewalks.
UD 2.6.5	Create enhanced medians with landscaping and lighting along corridors to promote district identity and unify individual developments.	PW	Ongoing	CIP / Grants	Ongoing
UD 2.6.7	Promote the use of on-street parking as an alternative to large parking lots. Establish standards for size, location, and frequency of on-street parking spaces.	PW	Ongoing	AF	Ongoing
UD 2.6.8	Develop and implement streetscape enhancement plans for Folsom Boulevard, Colma Road, Sunrise Boulevard, Mather Field Road, and other roadways of community importance.	PW	2006 / 2007 / 2008	CIP / Grants	Streetscape enhancements have been built on Colma Road and are nearly complete on Folsom Boulevard.
UD 3.1.1	Develop provisions in the Citywide Design Guidelines that illustrate how projects with architectural styles and / or themes can be designed successfully.	PL	2006	GF	Completed and Ongoing.
UD 3.1.2	Require projects to include features and attributes that positively contribute to the image of the City.	PL	Ongoing	AF	Completed and Ongoing.
UD 3.1.3	Require development projects to use quality materials that are long-lasting to ensure a sense of permanence for each project.	PL	Ongoing	GF	Completed and Ongoing.
UD 3.2.1	Prepare and adopt standards and guidelines for the development of interconnected walkways, pedestrian amenities (e.g. seating, lighting, signage, landscaping), plaza areas, outdoor spaces, and commuter amenities (e.g. covered bus stops) oriented toward the pedestrian user.	PL / PW	2006 / 2007	GF	Completed and Ongoing. Design guidelines and zoning code outlines examples of these, but there are no specific requirements that indicate a specific type.
UD 3.2.2	Amend the City's Street Design Standards to include design elements that establish priority for pedestrians at road and drive aisle crossings through pavement markings, differentiation in the pavement surface, and/or signage.	PW / PL	2006	GF	Complete per our Design Guidelines, zoning code, and public works standards.
UD 3.2.3	Prepare and adopt standards and guidelines for the orientation of commercial and mixed-use buildings, which should be close to the street with parking behind or on the side of the development and easily connected to the pedestrian- and cyclist-oriented public streetscape. Consider incorporating such provisions within a "form-based" code in appropriate locations around the City.	PL	2006	GF	Completed and ongoing. There is a pedestrian master plan as well as pedestrian gathering space standards in zoning code 23.722
UD 3.2.4	Prepare and adopt standards for cyclist-triggered lights that allow cyclists to move about the community efficiently.	PW	2006	GF / CIP	The City received a grant and built bicycle detection systems at traffic signals city-wide.
UD 3.3.1	Prepare and adopt guidelines for the design and integration of meaningful public spaces within commercial and mixed-use projects.	PL	2006 / 2007	GF	Included within the specific plan and zoning code update.
UD 3.3.	Require landscaping to be meaningful in nature, relating to the style and scale of the	PL	Ongoing	AF	Completed and ongoing as part of

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
2	development and contributing to the look and feel of the City and district. Give consideration to how landscaping will mature over time.				the entitlement and building review process. There are open space and zoning standards for this.
UD 3.3.3	Require site furniture that is uniform across the development and encourage furniture that is consistent across entire districts.	PL / PW	Ongoing	AF	Not complete, but there are design examples within the specific plan and design/open space guidelines.
UD 3.3.4	Prepare and adopt standards for project signage that promote the creation of a unique character for the project while respecting the impact of signage on neighboring properties and uses.	PL	2006 / 2007	AF	Not complete, but there are standards for sign design review.
UD 3.4.1	Develop a Citywide public art program that directs the inclusion of art in private projects and coordinates the use of art in public projects.	ED	2007	GF	Coordinating program through the Cordova Community Council.
UD 4.2.1	Develop standards and guidelines that require and illustrate compatibility between new and existing development.	PL	2006	GF	Completed and ongoing. There is a pedestrian master plan as well as pedestrian gathering space standards in zoning code 23.722
UD 4.3.1	Remove barriers to infill projects by improving existing infrastructure to accommodate new development and increases in service demands.	PL / PW / B	Ongoing	CIP / Grants	While there are not that many barriers for infill vacant sites, building code violations for existing buildings remain an issue; Building & Safety is reviewing and revising policies to help resolve code related issues and move development of infill spaces forward.
UD 4.3.2	Provide incentives that allow for higher density and intensity of development, including how to streamline the permitting process.	PL / PW / B	Ongoing	GF	Complete and ongoing.
UD 4.3.3	Require infill projects to comply with the City's smart growth principles and building blocks concept.	PL	Ongoing	AF	Complete and ongoing.
UD 4.3.4	Review how proposed projects interface with existing development and ensure that the interface is positive and meaningful.	PL	Ongoing	AF	Complete and ongoing.
UD 4.3.5	Work with property owners of existing development on potential remodel/reuse of their sites so that they may become catalysts projects for development and redevelopment in the City.	ED / PL	Ongoing	GF	Complete and ongoing.
UD 4.3.6	Consider the development and adoption of pattern books/building prototypes of desired development and design solutions. These patterns/prototypes would be pre-approved for expedited permit review and building permit issuance.	PL	2006 / 2007	GF	Not complete, but could be something to look into if the City wishes to update the design guidelines.
UD 4.4.1	Promote streetscape enhancement projects, as described in UD 2.4.6, as catalysts for change.	PW / ED	Ongoing	CIP / Grants	Complete and ongoing.
UD 4.4.2	Work with property owners to coordinate development activities over multiple sites to help create integrated projects with common design features.	ED / PL	Ongoing	AF	Complete, but continually updated and ongoing.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
UD 45.1	Encourage the development of major streets, trails, and significantly sized public spaces that preserve and take advantage of vistas.	PW / PL	Ongoing	GF / CIP	Ongoing.
UD 45.2	Update the Citywide Design Guidelines to address view sheds and vistas.	PL	2006	GF	We have some reference to this, but no real detail/standards and are there specific vistas or sites? We do not have designated scenic HWY, but should we create a map for these areas.
IV - ED ELEMENT					
ED 1.1.1	Identify key locations for transformation of existing office and retail uses to mixed-use projects that incorporate other supportive uses within large employment areas, at pulse points along Folsom Boulevard and within one-quarter mile of a major transit stop.	ED / PL	2006	GF	Completed and ongoing.
ED 1.1.2	Target underutilized and vacant sites throughout the City that may be more adequately suited for other uses or a combination of uses that would be vibrant and successful.	ED / PL	Ongoing	GF	Completed and ongoing.
ED 1.1.3	Continue annexing land within the Planning Area to secure an adequate supply of land for future development, consistent with LAFCO proceedings.	CM / PL	Ongoing	GF	Completed with new land along Folsom boulevard; however new lands have not been annexed since 2012.
ED 1.2.1	Offer incentives to business owners and property owners for improving the appearance of aging shopping centers and retail space.	ED / PL	Ongoing	GF / RDA / private / CDBG	Completed and ongoing as new incentives have been proposing in 2015-2016.
ED 1.2.2	Work with the owners of Class B and large floor-plate office buildings to update their office space to attract new businesses.	ED	Ongoing	RDA / private	Ongoing and included in 2016 Strategic Plan Update.
ED 1.2.3	Actively promote new Class A office development that serves high-end office users and provides signature building office users.	ED	Ongoing	GF / RDA funds	Ongoing and included in 2016 Strategic Plan Update.
ED 1.2.4	Actively promote new office development with smaller individual and cooperative spaces to provide new opportunities for an expanding demand currently unmet in the City.	ED	Ongoing	RDA / CDBG / private	Ongoing and included in 2016 Strategic Plan Update.
ED 1.2.5	Offer incentives for new office development or redevelopment that provides on-site amenities to employees.	ED / PL	Ongoing / PR	RDA / CDBG / private	Completed and ongoing.
ED 1.3.1	Work with local brokers, developers, and the Chamber of Commerce to establish clusters and districts of similar uses for home improvement centers, specialty building materials showrooms, furniture retail, manufacturing and high-tech industries to further diversify the economy.	ED	Ongoing	GF / RDA	Ongoing and included in 2016 Strategic Plan Update.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
ED 1.3.2	Develop an attraction and retention program for companies that provide business-to-business (B2B) sales tax revenue to the City (e.g., business services, electronic equipment, light industrial, etc.). These companies are best suited to business parks and areas of the City with heavy industrial and light industrial designations.	ED	2007 / 2008	GF / RDA / Chamber	Ongoing and included in 2016 Strategic Plan Update.
ED 1.6.1	Collaborate with local business, merchant associations, and the Chamber of Commerce to promote and advertise local events.	ED	Ongoing	GF / RDA / Chamber	Ongoing and included in 2016 Strategic Plan Update.
ED 1.6.2	Establish permanent information kiosks and event sign structures in strategic locations throughout the community to promote and advertise local events.	ED / CM	2006 / 2007 / Ongoing	GF / RDA / Grants	Waiting on final brand decisions
ED 1.6.3	Work with the Rancho Cordova Chamber of Commerce to identify potential tourism-oriented market opportunities and to develop stronger links to regional and national tourism markets.	ED / CM	Ongoing	GF / RDA / BIDs	Complete and ongoing.
ED 1.7.1	Create and maintain an economic development web page on the City's Web Site with pertinent economic and demographic information, as well as profiles of key development sites and vacant buildings available for new businesses.	ED / PIO	Ongoing	GF / RDA	Complete and ongoing.
ED 1.7.2	Create a Community Data Book with up-to-date information on available sites to attract businesses to Rancho Cordova.	ED / PIO	2006 / 2007 / Ongoing	GF / RDA	Information on ED Website and RCTT website
ED 1.7.3	Institute a zoning incentive program that may include flexible development standards, fast track processing, etc. for target uses and infill development.	PL	2006 / 2007	GF	Completed and ongoing for flexibility in code. Planning will work with ED for more incentives.
ED 1.7.4	Establish a Development Review Committee or Technical Advisory Committee to provide expedited review of development applications for targeted projects.	PL / PW / ED	2006	GF / AF	Completed per the DST review group.
ED 1.7.5	Continually monitor the redevelopment and economic development strategies to determine their effectiveness in encouraging economic diversity, and adjust policies and incentives when necessary.	ED / PL	Ongoing	GF / RDA	Ongoing and included in 2016 Strategic Plan Update.
ED 1.7.6	Offer incentives as part of the Rancho Cordova ED Strategy and Action Plan (e.g., fee waivers and deferrals, low interest loans, façade improvements, assembling properties, etc.) that can be used to attract businesses.	ED	Ongoing	GF	Included in 2016 Strategic Plan Update, programs developed
ED 1.9.1	Work with the Sacramento Sports Commission and Cordova Recreation and Parks District to identify opportunities for new sports facilities in Rancho Cordova that will be capable of hosting major sports events.	ED / CM	2007 / 2008 / Ongoing	GF	Partner with RCTT
ED 1.9.2	Evaluate the economic return and investment by the City for a major sports center or arena.	ED	2007 / 2008 / Ongoing	GF	Will conduct when project arises.
ED 1.9.3	Collaborate with the Sacramento Sports Commission and Cordova Recreation and Parks District to program existing and new parks and recreational facilities to their maximum potential (e.g., Mather Field Park, Sacramento Sports complex on Folsom Boulevard, etc.).	ED / CM	2006 / 2007 / Ongoing	GF	Ongoing
ED 1.9.	Work with the Chamber of Commerce's Visitor and Tourist Bureau to develop a	ED / CM	2007 /	GF	Responsibility of RCTT

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
4	strategy for attracting sports events to Rancho Cordova		2008 / Ongoing		
ED 2.1.1	Work with project proponents to locate retail uses within residential projects in appropriate locations and at the appropriate scale to serve local and community retail needs.	PL / ED	Ongoing / PR	AF	Complete and ongoing.
ED 2.1.2	Work with the Chamber of Commerce, Rancho Cordova Regional Economic Development Corporation, the City's Economic Development Committee, local brokers and developers to attract companies that will serve Rancho Cordova's specialty retail, regional and super regional needs (e.g., electronics, home décor, crafts and art, fashion-oriented department stores, children's stores, beauty and spa, auto dealers, shopping and entertainment centers, and specialty building materials, big-box home improvement), and other amenities to serve the community (e.g., restaurants, coffee shops, specialty businesses, ethnically diverse enterprises, and services).	PL / CM	Ongoing	GF / RDA	Complete and ongoing.
ED 2.1.3	Promote and support specialty businesses and ethnically diverse enterprises throughout the City.	ED	Ongoing	GF / RDA	Complete and ongoing. KP International Plaza is an example of this cooperation.
ED 2.2.1	Amend the Zoning Code to include flexible zoning standards for the redevelopment of office and industrial sites with supportive services (e.g., allowed uses, setbacks, parking).	PL	2006 / 2007	GF	Completed per MU zoning standards. These standards contain setbacks, FAR, and by right allowance form office uses.
ED 2.3.1	Review development proposals to determine if the proposed uses are consistent with the Rancho Cordova Retail Strategy in terms of type of retail, access, visibility and benefit to Rancho Cordova.	PL / ED	Ongoing	AF	
ED 2.3.2	Work with businesses, Regional Transit and other transit providers to locate appropriate uses near transit.	PL / PW	Ongoing	GF	Ongoing. Zoning code amendment in 2016
ED 2.5.1	Improve and expand the shopping opportunities in Rancho Cordova by taking the following steps: - Conduct a survey of existing shopping centers to identify problem stores and centers. - Work with store owners to clean up the existing stores and shopping centers. - Attract new retail to Rancho Cordova through marketing and economic development efforts. - Provide assistance to small merchants through merchandizing training. - Encourage cooperative marketing of Rancho Cordova shops (e.g., Secret Shopper).	ED	2006 / 2007 / Ongoing	GF / RDA	New Sunridge Plaza center to break ground in 2016. Improvements continue to be made to the Rivergate and Zinfandel Village shopping centers. Capital Village will also near completed which will help the shopping in that area.
ED 3.1.1	Locate government offices, compatible public services, and public gathering places in Downtown Rancho Cordova.	PL / CM	Ongoing	GF / RDA / taxes	The new City Hall is within the downtown planning area and improvements have been made to both sides of Hwy 50 within the planning area.
ED 3.1.	Prepare a Downtown Marketing Plan that targets potential new businesses, including	ED / F	2006 /	GF / RDA	Not Completed.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
2	restaurants, upscale retail, high quality commercial, and entertainment venues		2007		
ED 3.1.3	Work with local businesses and property owners to create a Business Improvement District (BID) in Downtown Rancho Cordova.	ED / F	2008 / 2009	GF	Not Completed.
ED 3.1.4	Adopt a Rancho Cordova Downtown Implementation Plan or Downtown Specific Plan that identifies appropriate land uses, incentives, development standards, and design provisions.	ED / PL	2007 / 2008	GF	Not Completed.
ED 3.1.5	Identify specific factors from measuring Downtown's economic diversity and financial success (e.g., tax increment growth, new square footage, number of new businesses, new infrastructure projects, etc.).	ED	Ongoing	GF	On hold until downtown location is determined
ED 3.1.6	Offer incentives that attract targeted uses and high quality buildings and architecture in Downtown Rancho Cordova.	ED / PL / PW	Ongoing	GF / RDA / sewer credit program / CDBG / bonds	Included in 2016 Strategic Plan Update
ED 3.1.7	Support the development of specialty food stores and restaurants in the Downtown to serve Rancho Cordova employees and to meet the needs of the region's diverse population, as well as the needs of the growing number of visitors to the area.	ED / PL	Ongoing	GF	Included in 2016 Strategic Plan Update
ED 3.1.8	Encourage the development of new retail services in Downtown Rancho Cordova for which an unmet demand clearly exists.	ED / PL	Ongoing	GF	Included in 2016 Strategic Plan Update
ED 3.1.9	Foster mixed-use development with multi-family residential and commercial uses in Downtown to provide alternative housing opportunities for the community.	ED / PL / H	Ongoing	GF	Working with developers on potential projects
ED 3.1.10	Enhance Rancho Cordova's image and quality of life through investment in the Downtown, neighborhoods, commercial districts, parks, open spaces, community facilities, and services, and creating a high level of perceived safety and a business-friendly government.	ED / PL	Ongoing	GF	Included in 2016 Strategic Plan Update
ED 3.1.11	Create economic development strategies to support the Downtown vision including, but not limited to: -Evaluating infill opportunities for underutilized parking lots. -Encouraging increased lot coverage, density and intensity. -Encouraging structured parking and increased lot coverage.	ED / PL	2007 / 2008	GF	On hold until project location is determined
ED 3.2.1	Work with business and property owners in the Downtown to redevelop and improve their properties, update their architecture and facades, landscaping, parking and pedestrian amenities.	ED	Ongoing	RDA / grant / CDBG	Ongoing for entitlement and building permit review. 2015-2016 facade grants will assist owners in making improvements.
ED 3.2.2	Create incentives for new development and redevelopment in the Downtown with increased density and intensity of development.	ED / PL	Ongoing	GF / RDA	Incentives have been created city wide
ED 3.2.3	Pursue the development of shared parking structures within the Downtown.	ED / PL	Ongoing	GF	Conversations ongoing
ED 3.2.	Coordinate with the Public Works Department to complete an assessment of	ED / PW	Ongoing	GF / CIP	Ongoing. There is no DTSPA ;

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
4	infrastructure deficiencies in the Downtown and along Folsom Boulevard and ensure that infrastructure is adequate to support planned intensity and density of land uses.				however Public Works has made numerous improvements to Folsom Blvd.
ED 4.1.1	Determine the appropriate type and scale for a Rancho Cordova Convention Center, based on a sound market analysis and appropriate public and private investment.	ED	2006 / 2007	GF	Ongoing
ED 4.1.2	Work with the high-tech businesses in Rancho Cordova and the region, as well as convention center designers, to make sure the Rancho Cordova Convention Center has state-of-the-art technology and high-tech connectivity to serve the needs of future users.	CM / ED	2007 / 2008	GF	Will be completed once a project is imminent
ED 4.1.3	Attract new hotel development to Rancho Cordova that will support conferences and entertainment venues.	ED / CM	Ongoing	GF	Project to break ground in 2016/2017
ED 4.1.4	Review development proposals for land within the Convention Overlay for consistency with the City's desires for a convention center with conference and meeting spaces, hotels, and restaurants.	PL	Ongoing	AF	Complete and ongoing.
ED 4.1.5	Promote a common architectural theme and other unifying elements within the Convention Overlay.	PL	Ongoing	GF	Somewhat defined within the Folsom Boulevard Specific Plan design standards for the area.
ED 4.1.6	Attract fine arts, cultural and performance venues to Rancho Cordova.	CAC / ED / PL	Ongoing	GF / Grants	Work completed by partnership with the Cordova Community Council
ED 4.1.7	Review development proposals for land within the western portion of the Convention Overlay designation to permit transitional uses from the Downtown Planning Area, such as research and development, retail, restaurant and professional office, as well as higher density residential to support primary uses in the Convention Overlay and Downtown areas and in keeping with the vision and subsequent planning efforts for those areas.	PL / ED	Ongoing	AF	Ongoing, work to be completed as proposals submitted
ED 4.1.8	Encourage residential development in appropriate locations in the Convention Overlay area to support convention, hotel, restaurant and other convention-related uses, including housing for all economic levels.	PL / ED	Ongoing	GF / AF	Not Completed; however there has been additional hotel and commercial uses as well as revitalized nonresidential uses. PW has also made numerous improvements to Folsom Boulevard.
ED 5.1.1	Adopt the Rancho Cordova Redevelopment Plan and realize the Agency's Five-Year Implementation Plan.	ED / RA	2006 / 2011	RDA / private / CDBG / Grants / EPA	The RC Redevelopment agency has been dissolved.
ED 5.1.2	Work with developers to attract private investment to redevelopment sites.	ED	Ongoing	GF / RDA	Included in 2016 Strategic Plan Update
ED 5.1.	Supplement private and public funds through use of Community Development	ED	Ongoing	Private /	To be utilized as needed

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
3	Block Grants and other outside funding mechanisms whenever possible to stimulate economic development in the City.			CDBG / Grants / PW / EPA	
ED 51.4	Survey physical, social, and economic conditions on a regular basis to identify other potential redevelopment areas.	ED	Ongoing	GF / RDA / private / RDA / CDBG / Grants / PW / EPA	Included in 2016 Strategic Plan Update
ED 51.5	Use the Redevelopment Plan to upgrade infrastructure and the streetscape.	ED / RA	Ongoing	GF / RDA / CDBG	The RC Redevelopment Agency has been dissolved.
ED 61.1	Review development and redevelopment proposals for consistency with the Folsom Boulevard Specific Plan.	PL	Ongoing / PR	AF	Complete and ongoing.
ED 61.2	Work with property owners and business associations to improve commercial areas along Folsom Boulevard, including their viability, appearance, cleanliness, and accessibility.	ED	Ongoing	RDA / GF / RDA / private (BID) / CDBG / Grants / PW	Ongoing
ED 61.3	Discourage the underutilization of properties along Folsom Boulevard by offering incentives for redevelopment and intensification of uses and densities at key locations along the corridor to create the desired pulse points of activity and intensity.	ED	Ongoing	RDA / Grants / GF / RDA / private (BID) / CDBG	Included in 2016 Strategic Plan Update
ED 63.1	Coordinate with the development community and Redevelopment Agency to identify landowners willing to partner, sell, and / or redevelop their property to achieve greater economic and community benefit.	ED / PL / RA	Ongoing	GF	The RC Redevelopment Agency has been dissolved.
ED 63.2	Encourage the use of mixed-use zoning categories, land use designations, transit-oriented developments, and districts along Folsom Boulevard consistent with the Folsom Boulevard Specific Plan.	PL / ED	Ongoing / Specific Plan	RDA / AF	Complete – Folsom Blvd. Specific Plan created.
ED 63.3	Through land use planning and zoning, establish nodes of commercial activity with new residential, office, and support services.	PL	Ongoing	RDA GF	Outlined within the adopted zoning map.
ED 64.1	Use street corridor improvements as catalysts for economic revitalization along Folsom Boulevard.	ED / RA / PW	Ongoing / Specific Plan / RDA Plan	RDA / CDBG / PW / Grants	The City has completed \$25 million of improvements to Folsom Boulevard and has funding to complete the entire Boulevard.
ED 71.1	Maintain an inventory of vacant and underutilized land designated for commercial, industrial, or residential uses and identify opportunities for infill development.	ED / PL	2006 / 2007 and Ongoing	GF / EPA Grants	Completed and ongoing as updates are needed to assess development potential.
ED 71.2	Target key underutilized or vacant parcels and buildings for rapid development and / or redevelopment, consistent with the other policies in this General Plan.	ED	Ongoing	EPA Grants / GF	Included in 2016 Strategic Plan Update

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
ED 7.1.3	Develop guidelines for adaptive reuse of commercial, industrial, and office buildings on infill sites, including using these buildings as "live / work" studios.	PL / ED	2007 / 2008	GF	Not completed, will be addressed during zoning code update
ED 7.1.4	Adopt an infill policy.	PL / ED	Ongoing	GF	Some progress has been made, but will continue as new opportunities arise.
ED 7.2.1	Establish focused public investment areas, where the City will take a more proactive role in providing basic infrastructure and shaping growth for infill sites.	ED / F / RA	Ongoing	GF / CIP / CDBG / PW / Grants	Continue working with Public Works as projects arise
ED 7.2.2	Create a fiscal analysis to determine "Return On Investment" (ROI) for each project.	F	2006 / 2007 / Ongoing	GF / AF	Not complete.
ED 7.3.1	Prioritize and expedite the development review process for infill and redevelopment projects by streamlining the project evaluation and permitting to avoid unnecessary delays.	PL / PW / ED	2006 / 2007 and ongoing	GF and AF	Not completed, currently working on a case-by-case basis
ED 7.3.2	Within the Zoning Code establish provisions that provide flexibility for infill site development.	PL	2006 / 2007	GF	Complete as part of the zoning code and Folsom boulevard SPA updates.
ED 7.3.3	Use density bonuses and other incentives to stimulate infill development in target areas.	ED	Ongoing	GF / waivers / credits / bans / Grants / private (BID) / CDBG / PW	Will utilize as needed
ED 8.1.1	Provide labor market information to local educational institutions and youth and adult training agencies for planning and curricula purposes on an annual basis.	ED	Ongoing / Annually	GF / education funds / Grants	Ongoing, as needed
ED 8.1.2	Work with local educational agencies to promote the value of education, especially among youth with limited family history of higher education, in support of vocational training programs.	ED	Ongoing	GF / education funds / Grants	Ongoing, as needed
ED 8.1.3	Facilitate catalyst projects by bringing together key organizations to expand vocational and technical programs in secondary schools.	ED	Ongoing	GF / education Grants / funds	Ongoing, as needed
ED 8.1.4	Promote and expand business activities that support schools, such as school partnerships, City student internships, faculty internships, and job shadowing.	ED	Ongoing	GF / education Grants, funds	Ongoing, as needed

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
ED 81.5	Foster an on-going connection with existing industries to retain businesses by effectively responding to concerns.	ED	Ongoing	GF	Included in 2016 Strategic Plan Update
ED 82.1	Work with the Chamber of Commerce, Rancho Cordova Regional ED Corporation and local businesses to support "jobs first" and "first hire" programs to optimize hiring Rancho Cordova residents.	ED / RA	Ongoing	GF	Ongoing – a more concentrated effort is needed
ED 82.2	Attract higher educational facilities, post high school training, and medical facilities to Rancho Cordova.	CM / ED	Ongoing	GF / education Grants / funds	A new nursing school opened in 2015
V – HOUSING ELEMENT					
December 16th, 2013, City Council adopted the 2013-2021 Housing Element Update of the City's General Plan. The policies and action items contained in that update supersede those of the original General Plan adopted in 2006. The summary of 2013-2021 Housing Element is discussed in the supplemental Housing Element Status Update 2015.					
VI – CIRCULATION ELEMENT					
C 11.1	Review and update the City's roadway cross-sections and design standards that in plan the roadway types shown in the Circulation Plan.	PW	2006	GF	Complete Streets standards were completed in 2006
C 11.2	Require the dedication of right-of-way and the installation of roadway improvements as part of the review and approval of development projects. Require the dedication of major road rights-of-way (generally, form major roads and thoroughfares) at the earliest opportunity in the development process.	PW / PL	Ongoing	AF / GF	This work is successful and ongoing.
C 11.3	Require the dedication of additional right-of-way for intersection improvements where features such as grade separations are planned, unless otherwise approved by the City Engineer.	PW / PL	Ongoing	AF / GF	This work is successful and ongoing.
C 11.4	Require all development projects that must perform new roadway construction or road widening to complete the entire roadway to its planned width from curb-to-curb prior to the operation of the project for which the improvements were constructed, unless otherwise approved by the City Engineer. Such roadway construction must also provide facilities adequate to ensure pedestrian safety as determined by the City Engineer.	PW / PL	Ongoing	AF / GF	While some roadway phasing will be needed in the newly developing area, we are assuring that any phased street is a complete street.
C 11.5	Require development projects to provide funding or to construct roadway / intersection improvements in plan the City's Circulation Plan. At the City's discretion, consider the payment of established traffic impact or similar fees to provide compliance with the requirements of this policy with regard to those facilities	PW / PL	Ongoing	AF / GF	The Transportation Development Impact Fee is established and we monitor projects for additional fair

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
	included in the fee program, provided that the City finds that the fee adequately funds all required roadway and intersection improvements. If payment of established fees is used to provide compliance with this policy, the City may also require the payment of additional fees if necessary to cover the fair share cost of facilities not included in or fully funded by the fee program.				share cost requirements.
C 1.1.6	Space major roadways approximately one mile apart and connector roads one-half mile apart to increase route choice and improve vehicular circulation.	PW	Ongoing	AF / GF	The city-wide Arterial Master Plan is completed.
C 1.2.1	Adopt, and update as necessary, guidelines for the preparation of traffic impact analysis for proposed development projects. Items to be addressed may include the following: - Guidelines for determining when traffic analysis is required; - Guidelines for the preparation of traffic analysis; and - Significance criteria for use in CEQA analysis of proposed projects.	PW	2006 / 2007	GF	Traffic Impact Guidelines are in place along with CEQA significance criteria.
C 1.2.2	Adopt, and update as necessary, a list of circulation improvements, including roadway improvements, pedestrian and bicycle facilities, and transit-related improvements, which the City will accept as offsets for congestion in accordance with this policy.	PW	Annual	CIP	The roadway circulation plan is in place and Transit, Bicycle and Pedestrian Master Plans are completed.
C 1.3.1	On a regular basis, monitor existing traffic on roadways within and adjacent to the City.	PW	Ongoing	GF	We have a continuing traffic count monitoring program.
C 1.3.2	Continue to update and refine the Citywide traffic model and use the model to project future traffic conditions based on existing and planned land uses within the City and in the region.	PW	Ongoing	GF	Several citywide modeling efforts have been completed and we are currently updating the G P Circulation Model.
C 1.3.3	Adopt, and update as necessary, a list of roadways on which the City will not seek to achieve Level of Service D. This list may designate the Level of Service, which will be accepted on each roadway.	PW	2006 / Ongoing	CIP	Our current list of roads that will not meet LOS standards includes Sunrise Boulevard and Folsom Boulevard. This list may be expanded with the G P update.
C 1.8.1	Implement, and update as necessary, the Neighborhood Traffic Management Plan and the tools for implementing traffic calming in neighborhoods.	PW	2006	GF	The N T M P is in place and produces ongoing traffic calming projects.
C 1.9.1	Consider the preparation and adoption of a Trip Reduction Program that identifies ways in which automobile traffic and congestion can be reduced as a way to improve mobility within the City.	PW	2006 / 2007	GF	The City partners with the 50 Corridor T M A to provide these services and the City has initiated the CordoVan.
C 1.9.2	Encourage development projects, major employers, and schools to incorporate/participate in trip reduction programs.	PW	Ongoing	GF	Participation with the 50 T M A is a standard condition of approval.
C 1.10.1	Incorporate maximum block length standards into the City's street design and/or improvement standards.	PW	2006	GF	The standard is in place.
C 1.10.2	When blocks are designed at lengths greater than 800 feet, design shall include mid-block pedestrian and emergency vehicle connections.	PW	Ongoing	AF / GF	Enforced during the small lot tentative map improvement plan.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
					process
C 1.11.1	Include funding in the City's Capital Improvement Plan (CIP) to construct the pedestrian and bicycle components of the roadway improvement.	PW	2006 / 2007	GF / CIP	Bike, Ped and Transit elements are included in the Transportation Fee Program.
C 2.3.1	Require pedestrian circulation routes to be designed into all land plans and subdivisions to ensure that access for the pedestrian is provided. Pedestrian routes shall be interconnected and may include open spaces, parks, and trails as otherwise required by the City.	PW / PL	Ongoing	AF	Completed and ongoing as part of the entitlement review process.
C 2.3.2	Require and site pedestrian crossings of major roads at key intersections and at locations that provide priority and efficiency to the pedestrian, even at the expense of improved vehicular circulation.	PW / PL	2006 / Ongoing	AF / CIP / GF	Completed when project must adhere to a designated crossing per the Bike and Pedestrian Master Plan.
C 2.3.3	Ensure safe, efficient pedestrian connections are made between the sidewalk, parking areas, and entrances to stores, offices, and other uses as part of development design review.	PW / PL	Ongoing	AF / GF	Completed and ongoing as part of the entitlement review process.
C 2.4.1	Prepare and adopt a Pedestrian Master Plan that sets forth a comprehensive pedestrian system and support facilities, as well as plans education, marketing, and enforcement programs. Identify detailed and ranked improvements in the Master Plan, and update the plan every three to five years. Include minimum sidewalk widths based on development type.	PW / PL	2006 / 2007	GF	Completed March 2011.
C 2.4.2	Coordinate the Pedestrian Master Plan and the circulation-related components of the City Open Space Standards.	PW / PL / CRPD	2006 / 2007	GF	Completed November 2013.
C 2.5.1	Prepare and adopt a Bikeway Master Plan that sets forth a comprehensive bicycle system and support facilities over the next 20 years, as well as plans education, marketing, and enforcement programs. Identify detailed and ranked circulation improvements in the Master Plan, and update the plan every three to five years.	PW / PL	2006 / 2007	GF	Completed March 2011.
C 2.5.2	Coordinate the Bikeway Master Plan with the circulation-related components of the City Open Space Standards.	PW / PL	2006 / 2007	GF	Completed November 2013
C 2.5.3	Pursue all available sources of funding for the development and improvement of bicycle facilities. Develop projects and secure funding to improve pedestrian and bicycle safety and access around schools and transit stations.	PW	Ongoing	CIP / Grants	Staff has been very successful at obtaining grants for alternate modes.
C 2.5.4	Establish a Bicycle Advisory Committee to oversee creation and implementation of the Bicycle Master Plan and ensure consistency with existing policy documents, such as the General Plan.	PW	2006	GF	The Bicycling Advocates for Rancho Cordova has been established and is the unofficial advisory committee to the Council.
C 2.5.5	Coordinate City departments with stakeholders such as the County of Sacramento, Sacramento Area Council of Governments, Folsom South Canal Development Team, American River Parkway Committee, Cordova Recreation and Park District, Sacramento City / County Bicycle Advisory Committee, air quality agencies, Sacramento Regional Transit District, 50 Corridor Transportation Management Association, employers, residents, and cyclists in order to design, implement, and	PW	Ongoing	GF	Staff is working with all these agencies to build an integrated trail system.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
	Maintain the proposed bikeway system.				
C 2.5.6	Provide staff resources focused on review of proposed bicycle and related facilities and their implementation and operation.	PW / PL	2006 / 2007	GF	Completed.
C 2.7.1	Include grade-separated crossings in the City's Capital Improvement Plan, and collect fees to assist in the construction of these facilities.	PW	2006	CIP / GF	Grade Separations for Bikes and Peds are included in the Fee Program.
C 2.7.2	Develop standards for grade separated pedestrian and bicycle crossings that take the pedestrian / bicycle crossing either above or below the road. When the crossing goes under the road, development standards should specify that a change in elevation is required of both the crossing and roadway, thereby splitting the necessary vertical clearance. Doing so will make the crossing safer and more attractive to users by allowing them to see the horizon as they make the crossing.	PW	2006 / 2007	CIP	We have developed a standard for bicycle undercrossings and continue to expand our standard options.
C 2.7.3	Identify grade separated crossings and enhanced intersection improvements for bikeways and trails as part of the Bicycle Master Plan, Trails Master Plan, Pedestrian Master Plan, and in conjunction with development review.	PW / PL	2006 / 2007	GF	Completed as part of the Bike and Pedestrian Master Plan in 2011 and 2013.
C 2.8.1	Develop programs to encourage bicycle use in communities where significant segments of the population do not drive and where short trips are most common (e.g., through Safe Routes to Schools programs).	PW	Ongoing	GF / Grants	Working with 50 Corridor TMA and advocacy groups to expand City programs.
C 2.8.2	Maintain roadways and bicycle-related facilities so they provide safe and comfortable conditions for the bike rider, including establishing a routine street sweeping program and maintaining lane striping for bike lanes and routes.	PW	Ongoing	CIP	Street sweeping maintenance programs in place.
C 2.8.3	Minimize road construction impacts by coordinating bike, and pedestrian facilities with roadway construction whenever feasible.	PW	Ongoing	CIP	Included in project delivery requirements.
C 2.8.4	Ensure traffic-calming projects are appropriate for bicycle and pedestrian users (e.g., address bulb-out or roundabout designs that push cyclists into traffic).	PW	Ongoing	GF / Grants	Bike Ped access is a key element in the NTP
C 2.8.5	Provide signage, alternative routes, etc. during construction activities affecting bikeways to ensure the safety of cyclists.	PW	Ongoing	CIP	Included in Construction Standards
C 2.8.6	Enforce traffic laws to improve the safety and comfort of all road users, with a particular focus on behaviors and attitudes that cause motor vehicle / bicycle crashes.	PD	Ongoing	GF	Ongoing.
C 2.8.7	Use available accident data to monitor bicycle-related accident levels annually and focus on a reduction of fifty percent on a per capita basis over the next 20 years.	PD	Annual	GF	Ongoing.
C 2.8.8	Improve pedestrian crossings in areas of high pedestrian activity where safety is an issue.	PW	Ongoing	CIP	These areas are addressed in the Bicycle and Pedestrian Master Plans.
C 2.8.9	Adopt a target level of bicycle use (e.g. percent of trips) and safety to be achieved within a specific timeframe, and improve data collection necessary to monitor progress.	PW / PD	Ongoing	GF	Mode split goals are established in the Bicycle Master Plan
C 2.8.10	Identify a funding source that will provide at least one crossing guard for each elementary and middle school in the City. Work with school districts to identify joint	PD / PW	Ongoing	GF / Grants	Not implemented

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
	funding solutions and other partnership opportunities that facilitate pedestrian safety around schools				
C 2.10.1	As part of the Pedestrian Master Plan, Bicycle Master Plan, and/or City Street Standards, develop improved standards for at-grade pedestrian crossings (e.g., pedestrian bulb outs, markings, special paving, lighting, signage) with performance standards for location and frequency.	PW	2006 / 2007	GF	These standards are included in the N T M P and the B M P and P M P.
C 3.1.1	Create, in plan, and update regularly a Transit Master Plan for Rancho Cordova that identifies the type of system desired for the City. Transit routes should coincide with major destinations for employment and shopping, the location of major institutions, concentrations of multi-family housing, and other land uses likely to attract public transit ridership. Bus routes should follow major roads with service to residential neighborhoods from connector streets. Figure C-3 identifies the City's preferred transit system.	PW / PL	2006	GF	The Transit Master Plan was completed in 2006 and is currently being updated.
C 3.1.2	Work with transit providers to develop and implement the Transit Master Plan and any additional transit services within the City that are timely, cost-effective, and responsive to growth patterns and existing and future transit demand.	PW	Ongoing	GF / IF / UF / Grants	This work was initiated with the Rancho Cordova and is continuing.
C 3.1.3	Pursue all available sources of funding for transit services.	PW	Ongoing	GF	Obtained a demonstration grant for the Cordova
C 3.1.4	Ensure that transit service is provided in accordance with regional plans and policies, including identified transit improvements developed as part of the Sacramento County Mobility Study.	PW	Ongoing	GF / Grants	Transit planning is integrated with other transit agencies.
C 3.1.5	Review the need for additional transit lines / service in new development and require installation of needed stops through the project review process.	PW	Ongoing	AF / GF	This work is being performed as part of the City's transit in plan efforts.
C 3.2.1	Encourage paratransit service within the City by working with service providers to better identify service gaps and resources, and to improve response times.	PW	Ongoing	GF	We have recently expanded the Paratransit service area and will continue to look for expansion opportunities.
C 3.3.1	Require new development and redevelopment to include public transit stations, especially light rail stations, and to promote pedestrian activity and connection between public transit and retail, office, and residential uses.	PW / PL	Ongoing	AF	The City currently has 4 light rail stations. New development is required to provide their fair share of transit in plan (i.e. additional ROW, funding) as part of the entitlement review process.
C 3.3.2	Consistent with the Transit section of the Circulation Plan and the Transit Master Plan, require development to dedicate the necessary right-of-way needed to accommodate planned transit services.	PW	Ongoing	AF	Right-of-way needs are verified in the in plan process.
C 3.4.1	Encourage and accept employee shuttles as a viable mitigation measure for trip reduction when proposed development cannot otherwise mitigate potential impacts to City streets.	PW / PL	Ongoing	AF / GF / IF	These efforts are being addressed by the 50 T M A.
C 4.1.1	Work with the Sacramento County Airport System and the Airport Land Use	ED / PL	Ongoing	GF	Staff continues to monitor airport

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
	Commission to improve operations at Mother Airport, consistent with the City's vision.				planning efforts (EIR's).
C 531	Periodically undertake a detailed analysis of the improvements needed as growth occurs and the costs associated with those improvements. Update fees as necessary to ensure full funding of all required improvements.	PW	Ongoing	GF	The Transportation Impact Fee program was updated in 2013.
C 532	Establish a road maintenance assessment district to provide a funding source to maintain road improvements and new roads as a result of new development.	PW	2006	GF	Maintenance Districts have been established.
C 611	Develop and implement a comprehensive system to monitor and evaluate the conditions and maintenance needs of the existing transportation network. Inventory and categorize the City-maintained roads by road type and condition using a pavement management system.	PW	Ongoing	GF / CIP	The City has established a Pavement Management System using a pavement condition index.
C 612	Work with SACOG to ensure that the Metropolitan Transportation Plan is coordinated with the City's Capital Improvement Plan to facilitate access to federal and state funds for circulation improvements and improvements.	PW	Ongoing	GF	City staff has an in-depth coordination process for SACOG MTP updates.
VII - OPEN SPACE, PARKS, AND TRAILS ELEMENT					
O SPT 1.11	Require developers of all new residential development to dedicate parkland at a rate of five acres of land per 1,000 population. When necessary, provide an in-lieu payment option, which allows the developer to fund the acquisition of acceptable land equal to the dedication requirement. Calculate required parkland dedication exclusive of required open space.	PL / CRPD	Ongoing	AF	Completed and ongoing as the City now has open space requirements.
O SPT 1.12	Consult with the Cordova Recreation and Park District prior to determining the acceptability of lands proposed for dedication as public parkland.	PL	Ongoing	GF / AF	Completed and ongoing.
O SPT 1.13	Establish a procedure for determining an appropriate in-lieu fee amount that ensures CRPD will have adequate funds to purchase required parkland for which in-lieu fees are paid.	PL / F / CRPD	2006	GF	Not completed.
O SPT 1.41	Ensure that sufficient funding for maintenance of parks is assured prior to approval of any Final Subdivision Map that includes public parks and / or related facilities.	PL / F / CRPD	Ongoing	GF	Completed and ongoing. This is enforced through the existing and proposed Development Agreements.
O SPT 1.42	Consider creating a fee and assessment program to provide increased funding for existing parks, in collaboration with the Cordova Recreation and Park District. This could include local or regional bond measures or assessment districts, public or private grants or partnerships, homeowners associations, or other methods deemed appropriate by the City.	PL / F / CRPD	Ongoing	GF	Ongoing.
O SPT 1.51	Continue to work with the Cordova Recreation and Park District on this issue, and implement funding mechanisms as part of the City's review and approval of new development projects.	PL / CRPD	Ongoing	GF	Ongoing.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
O SPT 1.52	Explore the possibility of the Cordova Recreation and Park District constructing a community pool that is usable year-round.	PL / CRPD	2007	GP / PF	Ongoing. 2015-2016 discussion on fixing the existing pool; however funding terms have yet to be reached on the improvement cost.
O SPT 1.53	Expand the Cordova Senior Center at the Lincoln Village Community Park, and the construction of new senior community facilities as demand for such facilities increases.	PL / CRPD	2007 / 2008	GP / PF	Improvements have been made.
O SPT 1.61	Continue to work with the Cordova Recreation and Park District in the planning and execution of park and recreation facilities to accommodate a variety of regional sports venues.	PL	Ongoing	GF	Complete and ongoing.
O SPT 1.62	Work cooperatively with the Sacramento Sports Commission and Chamber of Commerce Visitor and Tourist Bureau to attract and host regional sporting activities.	PL / CRPD	Ongoing	GF	Complete and ongoing.
O SPT 2.11	Adopt City Open Space Standards as an action program to implement the open space policy framework in this Element. The standards will clearly define the City's requirements for the improvement, expansion, and maintenance of open space. Such standards shall include provisions for two types of open space: 1) Mandatory Open Space, and 2) Performance Based Open Space.	PL	2006	GF	Complete. 2015-2016 staff is looking into funding and implementation of the standards for new development.
O SPT 2.12	Require developers of all new residential development to dedicate parkland at a rate of 1.75 acres of land per 1,000 population, generally comprised of: - Open Turf, Tree Canopy and Dog Parks; - Neighborhood Greens; and - Communitywide Open Space.	PL	Ongoing	AF	Complete; however CRPD regulates the quin by parkland requirement while the City now regulates the open space requirement per the open space standards.
O SPT 2.13	Consider partial credit for mandatory open space within drainage facilities when certain criteria are met.	PL	Ongoing	AF	Ongoing.
O SPT 2.14	Exempt from the minimum open space requirements residential subdivisions of ten acres or less which are not part of a master planned development meeting the minimum open space requirement, at the City's discretion.	PL	Ongoing	GF	Under consideration for smaller projects.
O SPT 2.15	Require all new development projects to provide a system of connected open space that includes greenway, trails, nodes, and green infrastructure (see City Open Space Standards), in proximity to all new residents.	PL	Ongoing	AF	Complete and ongoing per entitlement review.
O SPT 2.16	Ensure that funding for maintenance of open space is sufficient prior to approval of any Final Subdivision Map of development that includes open space facilities or amenities.	PL / F	Ongoing	AF	Ongoing.
O SPT 2.17	Consider including encumbered land (such as a power line easement) that meets all other requirements for open space for inclusion in the open space system on a case-by-case basis.	PL	Ongoing	AF	Ongoing as part of the entitlement review process.
O SPT 2.21	Adopt a comprehensive Open Space Preservation Plan as the action program that clearly implements the City's open space policy framework and provides clear direction for the maintenance of open space lands.	PL / CRPD	2006 / 2007	GF	Completed however it is called the Open Space Design Guidelines. Staff is currently working with Public Works to create an

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
					in plan implementation plan for future open space construction.
O SPT 2.3.1	Encourage projects to accomplish the following: - Align roads and public spaces to take advantage of vistas over mitigation lands; - Site publicly accessible trails adjacent to the boundaries of mitigation lands to take advantage of the open character and uninterrupted edge of the mitigation lands; and - Consider locating public parks adjacent to mitigation lands to create a greater sense of open space and to take advantage of opportunities for vistas and trail connections.	PL / PW / CRPD	Ongoing	AF	Complete and ongoing
O SPT 2.3.2	Through the development review process, incorporate design features that increase visual access to natural resource mitigation lands.	PL	Ongoing	AF	Complete and ongoing.
O SPT 3.1.1	Create and adopt a comprehensive Trails Master Plan that includes information on current resources and plans for future development, including designating locations and types of trails.	PL / PW	2006 / 2007	GF	Not Complete as the City does not have a Trails Master Plan.
O SPT 3.1.2	Review all new development projects and public works projects and require compliance with the Trails Master Plan prior to approval.	PL / PW	Ongoing	GF	Not completed.
O SPT 3.1.3	Provide appropriate pedestrian and bicycle linkages to existing facilities, particularly to those facilities within the American River Parkway and the Folsom South Canal.	PL / PW	Ongoing	GF / AF	Not completed.
O SPT 3.1.4	Develop and implement a capital improvement plan to construct new bridges, grade-separated crossings, and ramps at key intersections of major trails and roadways.	PW	Ongoing	GF	Grade separated crossings are included in the BMP and in the Fee Program.
O SPT 3.2.1	Work cooperatively with Sacramento County to fund enhancements within the American River Parkway, consistent with the American River Parkway Plan.	PL / PW / CRPD	Ongoing	GF / Grants	In progress, Building the Chase Trail connection this year.
O SPT 3.3.1	Include funding for grade-separated and enhanced at-grade pedestrian crossings through the development review and entitlement process and pursue grants and other funding for trails.	PL / PW	Ongoing	AF	These infrastructure needs are included in development efforts.
O SPT 4.1.1	Provide staff support and / or funding to facilitate updates to the American River Parkway Plan.	PL / PW / CRPD	Ongoing	GF	Ongoing.
O SPT 4.1.2	Identify and support programs, which serve the special recreational and open space needs of seniors, youth, and other special needs groups that may be underserved within the community.	PL / CRPD	Ongoing	GF / Grants	Ongoing.
O SPT 4.1.3	Identify and support programs which serve the special recreational and open space needs of seniors, youth, and other special needs groups that may be underserved within the community.	PL / CRPD	Ongoing	GF / Grants	Ongoing; however multiple departments have been included to facilitate this outreach.
O SPT 4.1.4	Determine the need for special facilities for seniors (e.g., more benches and flat paved walking areas near the river).	PL / CRPD	Ongoing	GF / Grants	Ongoing and part of the building permit and improvement plan review.
O SPT	Determine the need for special facilities for youths consistent with natural resource	PL / CRPD	Ongoing	GF / Grants	Ongoing.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
4.1.5	protection.				
O SPT 4.2.1	Encourage the use of volunteers and community groups to provide maintenance and safety patrols on trails through the provision of funding and staff assistance to leverage volunteer efforts.	PL / PW / CRPD / PD	Ongoing	GF / Grants	Ongoing.
O SPT 4.2.2	Promote the City's world-class system of parks, trails, and open space to all users through education, marketing, and community activities.	PL / PW / CRPD	Ongoing	GF / Grants	Working to improve prominence of the ARP.
O SPT 4.2.3	Support trails events and trail use through publicity, proclamations, participation, and funding, community events (e.g., Eppie's Great Race, Fourth of July Celebration, Kids Day, N in bus Saloon Festival) that cross community and neighborhood boundaries, and help bring together various segments of the population.	PL / PW / CRPD	Ongoing	GF / Grants	These events are promoted and supported in our city bicycle program.
VIII – INFRASTRUCTURE AND FINANCE ELEMENT					
ISF 1.1.1	Utilize the City's Fiscal Impact of New Development (FIND) Model within the review of proposed development projects to ensure revenues associated with the project will fully fund City expenses associated with the project.	PL / F	Ongoing	AF	Not Completed.
ISF 1.1.2	Annually review the Fiscal Impact of New Development (FIND) Model and update as needed to reflect actual costs of City Services.	PL / F	Annual	GF	Not Completed.
ISF 1.1.3	Periodically evaluate the City's office and retail demand based on changing demographics and market conditions to ensure an adequate supply of land for non-residential use.	PL / ED / RA	Ongoing	GF / RDA	Included in 2016 Strategic Plan Update.
ISF 2.1.1	Except when prohibited by state law, require sufficient capacity in all public facilities to maintain desired service levels and avoid capacity shortages, traffic congestion, or other negative effects on safety and quality of life.	PL / PW	Ongoing	AF	Ongoing.
ISF 2.1.2	Adopt a phasing plan for the development of public facilities in a logical manner that encourages the orderly development of roadways, water and sewer, and other public facilities.	PW	2007	GF / AF	Ongoing
ISF 2.1.3	Withhold public financing or assistance from projects that do not comply with the planned phasing of public facilities, and approve interim facilities only in special circumstances.	PW / ED / RA	Ongoing	AF	Ongoing; however this does not occur that often.
ISF 2.1.4	Work with utility providers to coordinate the installation or upgrading or relocation of utilities to minimize multiple trenching of city streets.	PW	Ongoing	AF	Ongoing.
ISF 2.2.1	Establish a Technical Review Committee for continued coordination with outside service agencies, including water and sewer providers, the Cordova Recreation and Park District, and the school districts, during the review of plans and development projects.	PL / PW / B	2006 / Ongoing	GF / AF	Complete as the Development Service Team (DST) fills this role in pre-application and application review. Meetings are on Tuesdays at 10am.
ISF 2.3.1	Require secure financing for all components of the transportation system through the use of special taxes, assessment districts, developer dedications, or other appropriate	PW / F	Ongoing	GF / AF / IF	Ongoing for new

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
	mechanisms. Financing should be sufficient to complete required major public facilities at their full planned capacities in a single phase. Major facilities include roadways of collector size or larger; all wells, water transmission lines, treatment facilities, and storage tanks needed to serve the project; and all sewer trunk and interceptor lines and treatment plants or treatment plant capacity. - Design, engineering, environmental compliance, and construction of roadway lanes, traffic signals, and bridges. - Right-of-way acquisition, design, engineering, environmental compliance, and construction costs. - Drainage and other facilities related to new roadway construction. - Installation of landscaped medians, sidewalks, and streetscaping where appropriate.				development projects
ISF 2.3.2	Require new development to fund its fair share portion of its impacts to all public infrastructure and facilities.	PL / PW / B / F	Ongoing	AF	Complete and ongoing.
ISF 2.3.3	Include sufficient funding in fee programs and / or other finance mechanisms to cover the costs of each of the following roadway items:	PW / F	Ongoing	GF / AF	Completed and Ongoing
ISF 2.4.1	The following shall be required for all legislative-level development projects, including community plans, general plan amendments, specific plans, rezonings, and other plan-level discretionary entitlements, but excluding tentative subdivisions maps, parcel maps, use permits, and other project-specific discretionary land-use entitlements or approvals: - Proposed water supplies and delivery systems shall be identified at the time of development project approval to the satisfaction of the City. The water agency or company proposing to provide service (collectively referred to as "water provider") to the project may provide several alternative methods of supply and/or delivery, provided that each is capable individually of providing water to the project. The project applicant or water provider shall make a factual showing prior to project approval that the water provider or providers proposing to serve the development project has or have legal entitlements to the identified water supplies or that such entitlements are reasonably foreseeable by the time of subsequent, project-specific discretionary land-use entitlements or approvals. This factual showing shall also demonstrate that the water provider's identified water supply is reasonably reliable over the long term (at least 20 years) under normal, single-dry and multiple-dry years. - All required water treatment and delivery infrastructure for the project shall be in place at the time of subsequent, project-specific discretionary land-use entitlements or approvals, or shall be assured prior to occupancy through the use of bonds or other sureties to the City's satisfaction. Water infrastructure may be phased to coincide with the phased development of large-scale projects. - Action service area, and other projects, which have received commitments for, water service. - Offsite and onsite water infrastructure sufficient to provide adequate water to the subdivision shall be in place prior to the approval of the Final Map or their	PW / PL	Ongoing	AF	Complete and ongoing per the entitlement review process.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
	financing shall be assured to the satisfaction of the City, consistent with the requirements of the Subdivision Map Act. - Offsite and onsite water distribution systems required to serve the subdivision shall be in place and contain water at sufficient quantity and pressure prior to the issuance of any building permits. Model home may be exempted from this policy as determined appropriate by the City, and subject to approval by the City.				
ISF 2.4.2	The following shall be required for project-specific discretionary land-use entitlements and approvals, including but not limited to, all tentative subdivision maps, parcel maps, or use permits: - An assured water supply and delivery system shall be available or reasonably foreseeable at the time of project approval. The water agency providing service to the project may provide several alternative methods of supply and/or delivery, provided that each is capable individually of providing water to the project. - The project applicant, water agency (or agencies), or water company (or companies) providing water service to the project site shall make a factual showing consistent with, or the City shall impose conditions similar to, those required by Government Code section 66473.7 in order to ensure an adequate water supply for development authorized by the project. Prior to recordation of any final subdivision map, or prior to City approval of any similar project-specific discretionary land use approval or entitlement required for nonresidential uses, the project applicant or water provider shall demonstrate the availability of a long-term, reliable water supply for the amount of development that would be authorized by the final subdivision map or project-specific discretionary non-residential approval or entitlement. This assurance of water supply shall identify that the water provider has legal entitlement to the water source and that the water source is reasonably reliable (at least 20 years) under normal, dry and multiple dry years. Such demonstration shall consist of a written certification from the water provider that either existing sources are available or that needed improvements will be in place prior to occupancy. - Offsite and onsite water infrastructure sufficient to provide adequate water to the subdivision shall be in place prior to the issuance of building permits or their financing shall be assured to the satisfaction of the City prior to the approval of the Final Map, consistent with the requirements of the Subdivision Map Act, or prior to the issuance of a similar, project-level entitlement for non-residential land uses. - Offsite and onsite water distribution systems required to serve the subdivision shall be in place and contain water at sufficient quantity and pressure prior to the issuance of any building permits. Model home may be exempted from this policy as determined appropriate by the City, and subject to approval by the City.	PW / PL	Ongoing	AF	Complete and ongoing per the entitlement review process.
ISF 2.5.1	Require all subdivision developments to adhere to the following provisions, to the extent permitted by state law: - Sewage / wastewater treatment capacity shall be available at the time of tentative map approval.	PW / PL	Ongoing	AF	Complete and ongoing per the entitlement review process.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
	- The agency providing sewer service to the subdivision shall demonstrate prior to the approval of the Final Map by the City that sufficient capacity shall be available to accommodate the subdivision plus existing development, and other proposed or approved projects which have received sewerage treatment capacity commitment. - Onsite and offsite sewerage conveyance systems required to serve the subdivision shall be in place prior to the approval of the Final Map, or their financing shall be assured to the satisfaction of the City, consistent with the requirements of the Subdivision Map Act. - Sewerage conveyance system within the subdivision shall be in place and connected to the sewerage disposal system prior to the issuance of any building permits. Model homes may be exempted from this policy as determined appropriate by the City, and subject to approval by the City.				
ISF 2.6.2	Generally, the City shall not allow construction of independent community sewer systems to serve new development.	PL / PW	Ongoing	AF	Complete and ongoing per the entitlement review process.
ISF 2.6.3	Require all commercial or industrial development, as well as all residential development with lots smaller than two acres, to connect to a public sewer system.	PL / PW	Ongoing	AF	Complete and ongoing per the entitlement review process.
ISF 2.7.1	Coordinate with utility agencies to underground, strategically place, and screen equipment to the maximum extent feasible.	PL / PW	Ongoing	AF	Complete and ongoing per the entitlement review process.
ISF 2.7.2	Require complete visual screening of all utility sites, facilities, and equipment, with special emphasis on screening in proximity to residential property or in viewshed.	PL	Ongoing	AF	Completed and ongoing as a zoning code requirement.
ISF 2.8.1	Develop an Information Technology Strategic Plan with input from community stakeholders and experts.	CM	2006 / 2007	GF	Completed and Ongoing.
ISF 2.8.2	Explore ways to improve the City's website to provide service in new ways.	CM	2006 and ongoing	GF	Completed and ongoing in 2016 to incorporate new branding.
ISF 3.1.1	City Staff shall actively work with other agencies and jurisdictions in the development / expansion and funding of a wide range of public services including, but not limited to neighborhood services, social and cultural services, special needs services, housing services, educational and community services, and recreational services.	PL / ED / H / CRPD	Ongoing	GF / Grants	Ongoing – as needed
ISF 3.1.2	Regularly survey or otherwise identify the service needs and priorities of Rancho Cordova residents.	CM / H	Ongoing	GF	Completed and ongoing.
ISF 3.1.3	Pursue grants and other funding opportunities to create new services or expand existing services targeted to meet the needs of Rancho Cordova residents and employees.	CM / PL / PW / B / ED / H	Ongoing	GF	Complete and ongoing.
ISF 3.1.4	Encourage the co-location of public service providers into commercial, office, and mixed-use sites that are accessible to persons in need of services.	PL / ED / RA	Ongoing	GF	Ongoing – as needed
ISF 3.2.1	Provide financial support to the existing library system to improve services for local residents and employees (e.g., extended hours).	CM / F	Ongoing	GF / Grants	Not Completed.
ISF 3.2.2	Encourage the County to locate new libraries within Rancho Cordova accessible to pedestrians, bicycles, and public transit riders, in a highly visible location that is	CM / PL / PW / ED	Ongoing	GF / Grants	Ongoing – as needed

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
	accessible to unaccompanied children.				
ISF 3 2. 3	Consider the establishment of a fee for public library financing based on projected employment for new non-residential development.	CM / F	2006 / 2007	GF	Not Completed.
ISF 3 2. 1	Market the City's strengths and desires for development of a full-service hospital to national hospitals and medical service providers.	CM / ED / PL	2006 / Ongoing	GF	Ongoing.
ISF 3 2. 2	Consider the creation of economic development or redevelopment incentives to encourage the development of a full-service hospital in Rancho Cordova (e.g., assembly and / or dedication of land, reduction of fees).	ED	2006 / 2007	GF	Ongoing – will need further evaluation. Have been with various hospital groups to discuss future expansion plans.
ISF 3 4. 1	Create an organization of community volunteers at City hall by contacting local volunteer groups, coordinating activities, and facilitating the sharing of information and resources.	NS / H / PID	2006 / Ongoing	GF	Complete and ongoing for events in 2016.
ISF 3 4. 2	Create local neighborhood advisory committees and empower leaders to enhance their community.	NS / H / PL	2006 / Ongoing	GF	Complete and ongoing for events in 2016.
ISF 3 4. 3	Create a neighborhood services education program to increase awareness about City standards and property maintenance.	NS	2007 / Ongoing	GF	Complete and ongoing.
ISF 4 1. 1	Convene a focused design effort with the School Districts to establish design guidelines for schools. Key issues include: - Proper sizing of school campuses and consideration of urban school design. - Design solutions that enhance, rather than impact neighborhoods. - Address shared use of school facilities, including continued park/school combined facilities and community use of school campus libraries.	PL / School Districts / CRPD	2006 / 2007	GF	Ongoing.
ISF 4 1. 2	Support the Folsom Cordova and Elk Grove Unified School Districts in siting new school facilities according to the following criteria: - Schools should be within walking distance of most residences, and should connect with trails, bikeways, and pedestrian paths. - Schools should serve as a focal point of neighborhood activity and be interconnected with churches, parks, greenways, and off-street paths whenever possible. - New schools should be placed adjacent to neighborhood and community parks whenever possible and be designed to promote joint use of appropriate facilities.	PL / School Districts	Ongoing	AF / GF	Ongoing as part of the entitlement review process.
ISF 4 1. 3	Conduct focused discussion with local school districts to discuss design of pedestrian and bicycle facilities adjacent to and within the school sites	CM	2006 / 2007 / Ongoing	GF	Completed and ongoing.
ISF 4 2. 1	Continue to pursue a single unified school district for the City's K-12 children.	CM	2006 / 2007 / Ongoing	GF	Not complete.
ISF 4 3. 1	Create economic development and / or redevelopment incentives for the location and development of educational institutions in proximity to light rail and / or visible	PL / ED / RA	2006 / 2007	GF	A new educational institution opened with Hwy 50 visibility. Ongoing efforts will be evaluated as

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
	from Highway 50.				needed
ISF 4.3.2	Require Community Plans, Specific Plans, and Special Planning Areas to consider the needs of community colleges and address the feasibility and appropriateness of off-campus facilities, particularly in town centers and transit-oriented developments.	PL / ED / RA	Ongoing	AF	While this is taken into consideration during the entitlement review, a new Community College along Folsom Boulevard opened in 2015.
IX - NATURAL RESOURCES ELEMENT					
NR 1.1.1	Incorporate large habitat preserves and interconnected wildlife corridors in new development areas to provide ample space for animal movement.	PL	Ongoing	AF / GF	Ongoing as part of the entitlement review process.
NR 1.1.2	Review projects through the entitlement process and CEQA analysis to ensure that they comply with this policy if the site contains unique habitat, creeks and / or wooded corridors.	PL	Ongoing	AF	Completed and Ongoing.
NR 1.1.3	As part of the consideration of development applications for individual Planning Areas containing habitats that support special-status plant and animal species that are planned to be preserved, the City shall require that these preserved habitats have interconnections with other habitat areas in order to maintain the viability of the preserved habitat to support the special-status species identified. The determination of the design and size of the "interconnections" shall be made by the City, as recommended by a qualified professional, and will include consultation with the California Department of Fish and Game and U.S. Fish and Wildlife Service.	PL	Ongoing	AF	Completed and ongoing.
NR 1.1.4	Prior to the approval of any public or private development project in areas containing trees, the City shall require that a determine survey be conducted during the nesting season (March 1 and August 31) to identify if active nesting by birds protected under the Migratory Bird Treaty Act (MBTA) is taking place. If all site disturbance is to occur outside this time, the actions described in this mitigation measure are not required. If nesting activity is observed, consultation with the City of Rancho Cordova Planning Department shall be conducted in order to determine the appropriate mitigation, if any, required to minimize impacts to nesting birds. No activity may occur within 100 feet of any nesting activity or as otherwise required following consultation with the California Department of Fish and Game.	PL	Ongoing	AF	Completed and ongoing.
NR 1.2.1	Establish a Swainson's Hawk Ordinance in coordination with the California Department of Fish and Game to establish the process of mitigating for the loss of Swainson's hawk foraging habitat based on habitat value lost to development. The ordinance will set forth a process where habitat lost to development will be mitigated through the permanent protection of equivalent or better existing habitat conditions (referred to hereafter as "mitigation lands"). The specific required mitigation ratios (habitat acreage lost versus mitigation lands) and any other provisions to mitigation process shall be established through technical studies as part of the development of the ordinance and will take into account value of habitat to be converted in relation to habitat value of the mitigation lands (e.g., relation to nesting sites), proximity of	PL	2006 / 2007	GF	Completed and ongoing.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
	them mitigation lands to adjacent conditions affecting habitat (e.g., nearby land uses and already permanently protected lands), and other relevant factors. The ordinance will also establish standards ensuring that mitigation land will be adequately protected and managed in perpetuity (e.g., via conservation easement, deed restriction or other appropriate method), and setting forth the timing of the required provision of mitigation lands in relation with the timing of the loss of habitat in the City (as its boundaries may be changed through subsequent annexations), such that mitigation lands shall be provided no later than prior to ground disturbance.				
NR 1.3.1	Coordinate with non-profit groups, educational institutions, and other agencies to provide environmental education programs that inform the public about the City's natural resources, existing preserve sites, and cohabitation with common urban wildlife populations.	PIO / PL	Ongoing	GF	Completed and ongoing. This included information on storm water and in-pacts to sensitive habitats/species.
NR 1.4.1	Create an educational leaflet that identifies common invasive species and recommends the planting of non-invasive species.	PIO	2006 / 2007	GF	Not Complete.
NR 1.4.2	The City shall adopt and maintain a Noxious Weed Ordinance. The Noxious Weed Ordinance shall include regulatory standards for construction activities that occur adjacent to natural areas to inhibit the establishment of noxious weeds through accidental seed import.	NS	2006 / 2007	GF	Complete per 17.12.
NR 1.7.1	For those areas in which special status species are found or likely to occur or where the presence of species can be reasonably inferred, the City shall require mitigation of in-pacts to those species that ensure that the project does not contribute to the decline of the affected species populations in the region to the extent that their decline would in-pact the viability of the regional population. Mitigation shall be designed by the City in coordination with the U.S. Fish and Wildlife Service (USFWS) and the California Department of Fish and Game (CDFG), and shall emphasize a multi-species approach to the maximum extent feasible. This may include development or participation in a habitat conservation plan.	PL	Ongoing	AF	Completed and ongoing.
NR 2.1.1	During the environmental review process, evaluate feasible on-site alternatives that will reduce in-pacts to wetland resources and effectively preserve these resources.	PL	Ongoing	AF	Completed and ongoing.
NR 2.4.1	Develop trails and associated educational facilities (e.g., information kiosks, signage) around wetland and vernal pool preserves where possible while maintaining the integrity of sensitive natural resources.	PL / PIO	Ongoing	GF / AF	Not completed per project review, but it is encouraged in the Open Space guidelines.
NR 2.4.2	Consider constructing elevated boardwalkways and other low in-pact trails interior to preserves, in coordination with the U.S. Fish and Wildlife Service and U.S. Army Corps of Engineers.	PL	Ongoing	GF / AF	Ongoing.
NR 3.2.1	Develop guidelines for channel creation or modification that will ensure channel meander, naturalized side slope, and varied channel bottom elevation are considered in design.	PW / PL	2006 / 2007	GF	Specific guidelines have not been created; however this is part of the entitlement review process.
NR 3.2.2	Adopt and implement improved standards for soft bottom channels.	PW / PL	2006 / 2007	GF	Ongoing.
NR 3.3.	Work with affected local, state and federal agencies, including SACOG, the	PL / PW	2006 /	GF / CF	Completed and ongoing.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
1	California Department of Water Resources, Delta Keepers and the U.S. Army Corps of Engineers, to determine when natural creek corridors can and should accommodate storm flows or if separate storm water conveyance structures are necessary.		2007 / Ongoing		
NR 3 A. 1	Establish performance standards for natural resource preserves that accomplish the following: - Provide sufficient width for a mowed firebreak (where necessary), adjacent passive recreation uses, and access for channel maintenance and flood control. - Offer sufficient width in and / or adjacent to preserves to allow for existing and created wildlife habitat, species sensitive to human disturbance, vegetative filtration for water quality, corridor for wildlife habitat linkage, protection from runoff, and other impacts of urban uses adjacent to the corridor. - Allow for sufficient width adjacent to natural resource preserves to allow for trails and greenbelts. - Prohibit the placement of water quality treatment structures designed to meet pollutant discharge requirements within mitigation preserves.	PL	2006 / 2007 / Ongoing	GF / CF	Specific guidelines have not been created; however this is part of the entitlement review process.
NR 3 A. 2	Establish standards that allow public access in the floodplain and buffers along creek corridors and preserves. Mitigation measures shall be incorporated into environmental documents and conditions of approval that require open-view fencing adjacent to preserves.	PL	2006 / 2007	GF / CF	Ongoing.
NR 3 A. 3	Establish standards and/or guidelines for development adjoining wetland preserves or creeks to maximize visibility by designing the land plan with public streets on at least one side of the corridor or preserve with vertical curbs, gutters, footpath(s), street lighting, and post and cable barriers to prevent unauthorized vehicular entry into creek corridors and preserves.	PL	2006 / 2007	GF	Specific guidelines have not been created; however this is part of the entitlement review process.
NR 4 I. 1	Implement the City's Tree Preservation and Protection Ordinance (and update as necessary) to establish minimum requirements for preserving native trees and landmark trees in the City, including a definition of the size, species, and age requirements of landmark, oak, and other trees to be protected and/or replaced.	PL	Ongoing	GF	Ongoing. A City arborist has been hired and they are currently working on standards for this.
NR 4 I. 2	Where feasible, require underground utility lines that are in close proximity to oaks and other landmark trees to be designed and installed to minimize impacts to trees. Work with the utility provider(s) to coordinate transmission line location and other potential impacts associated with the undergrounding of the utilities.	PW / PL	Ongoing	CF	Ongoing.
NR 4 I. 3	Establish development guidelines that require all oak habitat to be avoided to the maximum extent feasible. When avoidance is not possible, require mitigation efforts that result in preservation of in-kind habitat in the Planning Area.	PL	2006 / 2008 / Ongoing	GF	Ongoing. A City arborist has been hired and they are currently working on standards for this.
NR 4 2. 1	Create development guidelines to establish minimum planting standards and require appropriate tree species and planting densities within newly landscaped areas that are visible to or shared by the public. An adopted Tree List should be used as a guideline for all tree plantings within the City.	PL	2007 / 2008	GF	Ongoing. A City arborist has been hired and they are currently working on standards for this.
NR 4 2. 2	Create development guidelines that address landscaping standards and that require	PL	2007 /	GF	Ongoing. A City arborist has been

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
2	appropriate tree species and densities in buffer areas. The guidelines should also ensure that medians will include native plantings and trees, and will be wide enough to support the long-term viability of the plantings.		2008		hired and they are currently working on standards for this. While the landscaping standards within the zoning code do not mention a specific type, Title 22 as well as the PW standards includes certain tree types.
NR 4.2.3	Provide leaflets and planting guides that promote the use of drought-tolerant native vegetation in home landscaping.	PIO / PL	2006 / 2007	GF	Completed and ongoing.
NR 4.2.4	Discourage the use of invasive non-native species.	PL	Ongoing	GF	Ongoing as part of the entitlement review process.
NR 4.2.5	Establish a mistletoe abatement and remediation program.	NS	2006 / 2007	GF	Not Completed.
NR 4.2.6	Establish guidelines to require planting of trees to reduce "heat island" effects, in order to reduce the need for air conditioning and thus conserve energy.	PL	2007 / 2008	GF	Not completed.
NR 4.3.1	Achieve "Tree City USA" status. This will require the City to continue to implement the City's Tree Preservation and Protection Ordinance (and update as necessary), appoint a board, department or commission to advise the city on tree issues, spend two dollars per capita on community forestry activities, and hold an Arbor Day celebration.	PL	2007 / 2008	GF	Not Complete.
NR 4.3.2	Designate local funds to educate the public on tree planting and preservation.	F / PIO	Ongoing	GF	Ongoing.
NR 4.3.3	Coordinate with SMUD to offer programs or other resources to provide property owners with information on proper tree selection, proper location to reduce heat transfer effects, planting and maintenance.	PIO / PL	Ongoing	GF	Complete and ongoing.
NR 4.3.4	Actively participate in the Sacramento County Greenprint Program.	PL / PW	Ongoing	GF	Not complete.
NR 5.1.1	Install water-conserving landscaping and irrigation on City-owned and operated facilities.	CM	Ongoing	GF	Ongoing.
NR 5.1.2	Require development project approvals to include a finding that all feasible and cost-effective options for conservation and water reuse are incorporated into project design.	PW / PL	Ongoing	AF	Completed and ongoing.
NR 5.1.3	Establish a program that requires per capita water consumption to be reduced by at least 20 percent by 2030 from 2006 baseline conditions consistent with State law. The program shall include the following measures: - Restrict water usage through metering or establishing designated watering days for the City's residences and businesses. - Promote water conservation efforts through education. - Implement standards that require low-flow appliances and fixtures in all new development.	PW / PL	2008 / 2009	GF	Ongoing.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
	- Work with water providers and water conservation agencies to create an incentive program that encourages retrofitting existing development with low-flow water fixtures. - Require new development and landscaped public areas to utilize state-of-the-art irrigation systems that reduce water consumption (e.g., gray-water systems, etc). - Encourage drought-tolerant and native vegetation.				
NR 51.4	Require water purveyors to include a provision for water supply monitoring and reporting in the franchise agreements.	PW	Ongoing	GF	Ongoing.
NR 52.1	Establish a Large-Scale Recycled Water Program and Citywide Recycled Water Distribution System Ordinance.	PW	2006 / 2007	GF	Ongoing.
NR 52.2	Coordinate with the City's water purveyors to establish a connected "purple pipe" system throughout the City's new development areas that uses recycled water.	PW	2007 / 2008 / Ongoing	GF	Ongoing.
NR 53.1	Restrict hazardous materials storage in the 100-year floodplain to prevent surface water contamination.	PW / PL	Ongoing	GF	Somewhat complete. Is required by law, but City process has not been established.
NR 53.2	Educate the community on laws governing the proper handling of hazardous materials, especially those laws which pertain to discharging materials into creeks.	PW / PIO	Ongoing	GF	Ongoing.
NR 53.3	Install appropriate signage to deter the discharge of hazardous materials into storm drains.	PW	Ongoing	GF / AF	Required
NR 53.4	Future land uses that are anticipated to utilize hazardous materials or waste shall be required to provide adequate containment facilities to ensure that surface water and groundwater resources are protected from accidental releases. This shall include double-containment, levees to contain spills, and monitoring wells for underground storage tanks, as required by local, state and federal standards. Future land uses that include on-site storage of hazardous materials and waste comply with all applicable local, state and federal regulations, including those regulating the use, storage, handling and disposal of hazardous materials.	PW / B	Ongoing	GF / AF	Public Works has expanded enforcement and education for the City's Storm Water Quality Program. Building & Safety and Code Enforcement are assisting with enforcement.
NR 54.1	Provide information on pollution prevention, disposal of hazardous waste and chemicals, liability and clean-up on the City's website and in educational materials and brochures.	PIO / PW	Ongoing	GF	Ongoing and included on the City's website.
NR 54.2	Require clean-up of contaminated ground and surface water by current and / or past owners or polluters.	PW / PL	Ongoing	AF	Completed and ongoing.
NR 54.3	Encourage pollutant cleansing companies to use the latest technologies available in order to expedite the cleansing process and do the least harm to the environment.	PW / PL	Ongoing	AF	Ongoing and included on the City's website.
NR 55.1	Require development projects to contain urban runoff control strategies and requirements that are consistent with Master Drainage Plans and the City's urban runoff management program.	PL / PW	Ongoing	GF	Ongoing.
NR 55.2	Require development within newly urbanizing areas to incorporate runoff control measures into their site design or to participate in an area-wide runoff control	PW / PL	Ongoing	AF	Ongoing per entitlement review.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
	management effort consistent with standards developed by the Public Works Department.				
NR 55.3	Encourage new development to incorporate features such as grassy swales, multi-use retention or detention basins, and integrated drainage systems to enhance water quality. Work with the Cordova Recreation and Park District to establish standards for integrating retention/detention basins into park sites and create examples of desirable and innovative natural drainage features.	PW / PL	Ongoing	AF	Ongoing per entitlement review.
NR 55.4	Require the use of best management practices to protect receiving waters from the adverse effects of construction activities, sediment and urban runoff consistent with current state law.	PL / PW	Ongoing	AF	Ongoing per entitlement review.
NR 61.1	Regulate surface mining operations as required by California's Surface Mining and Reclamation Act of 1975 ("SMARA"), Public Resources Code Section 2207 (relating to annual reporting requirements), and State Mining and Geology Board regulations for surface mining and reclamation practice.	PL	Ongoing	GF / AF	Ongoing per entitlement review.
NR 61.2	Coordinate mining operations and urban development to minimize conflicts between residents and mining, particularly where mining is required before urbanization.	PL	Ongoing	AF	Ongoing as part of the specific plan and master plan review.
NR 61.3	Require inactive mined lands to be reclaimed to a usable condition that is readily adaptable to the future, anticipated land uses.	PL	Ongoing	GF / AF	Ongoing.
NR 62.1	Establish and require minimum setbacks of future and reauthorized surface mining from adjoining residential land uses.	PL	Ongoing	GF	Ongoing with entitlement and development permit process.
NR 62.2	Prohibit the use of cyanide-leaching systems for gold extraction.	B / PW	Ongoing	GF / AF	Ongoing.
NR 71.1	Develop educational programs to increase energy conservation at the household and business levels.	PIO / B / PL	2008 / 2009	GF	Building & Safety is in the process of putting together outreach programs that will help homeowners and businesses understand the importance of energy conservation and state Energy Code requirements, and incentive programs that may help defer costs.
NR 71.2	Develop a comprehensive program to conserve energy resources at City-operated facilities.	B / PL	2006 / 2007	GF	Completed and Ongoing with the Facilities Department.
NR 73.1	Offer incentives (e.g., reduced fees, expedited entitlement processing, density bonus) for plans/projects that exceed Title 24 energy efficiency requirements by ten percent.	PW / PL	Ongoing	GF / AF	While there are some financial incentives given for energy efficiency, there are not incentives that would allow the project to differ cost or deviate from development standards.
NR 74.1	Consider the following items as ways to implement this policy: - Fund a program that offers incentives for adding energy efficient systems into	B / PL	2008 / 2009 /	GF	Building & Safety is in the process of putting together outreach

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
	existing developments; - Work with local utility providers to make the public aware of energy rebate programs; and - Work with community organizations, such as SMUD, to encourage the inclusion of energy efficient systems in remodels and retrofits of existing development.		Ongoing		programs that will help homeowners and businesses understand the importance of energy conservation and state Energy Code requirements, and incentive programs that may help defer costs.
NR 81.1	Continue providing curbside recycling and green waste service to all single-family and duplex residences in Rancho Cordova.	CM / PW	Ongoing	GF / UF	Ongoing.
NR 81.2	Create and facilitate a series of educational workshops for the public and businesses on composting and recycling. Provide at least one program to increase recycling by occupants of multi-family housing.	PID / B / PL / PW	2007 / 2008 / Ongoing	GF	Ongoing and included on the City's website.
NR 81.3	Encourage all office, commercial, and multi-family complexes to provide recycling bins and collection service for paper, plastic, glass, and metal.	B / PL / PW	Ongoing	GF	Complete and ongoing per the entitlement review. With coordination by Public Works.
NR 81.4	Provide recycling centers at City facilities (e.g., City Hall, libraries) that are available to the public free-of-charge.	CM / PW	2006 / 2007	GF	Ongoing and included on the City's website.
NR 81.5	Provide locations for household hazardous wastes to be recycled.	B / PW	2006 / 2007 / Ongoing	GF	Complete and Ongoing.
NR 81.6	Remove impediments to successful recycling.	CM / PW	2006 / 2007	GF	Complete and ongoing.
NR 82.1	Encourage the school districts within the Planning Area to support recycling at school sites by placing easily accessible recycling bins, providing educational programs on recycling, and using recycled products.	B / PL	Ongoing	GF	Ongoing.
NR 84.1	Ensure that at least 50 percent of the City's office supply purchases are comprised of recycled or reusable products.	CM	Ongoing	GF	Ongoing.
NR 85.1	Implement the State's source reduction and recycling element (required by the California Integrated Waste Management Act) and the household hazardous waste element (required by PRC 41500-41510).	CM / PW	Ongoing	GF	Ongoing per current legislation.
X - CULTURAL AND HISTORIC RESOURCES ELEMENT					
CHR 1.1.1	Establish a permanent museum or cultural center to be used to display artifacts, documents, and public art relevant to the City's history and cultural diversity.	CM / HRC	2010	GF	There is an unofficial historical society for Rancho Cordova that meets at City Hall and keeps some of the historical items at City Hall.
CHR 1.1.2	Establish a Historic Resources Commission that is responsible for facilitating the collection, preservation, and display of the City's history.	CM	2007	GF	Not Complete, as the process is not a formal process adopted per

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
					zoning code.
CHR 1.13	Commence and continue collection of the artifacts, photographs, memorabilia, and oral history of the community.	HRC	Ongoing	GF	Ongoing with different departments working with outside agencies.
CHR 1.14	Locate an interim facility to show and/or exhibit items of historic or cultural value. Establish exhibits for historic and cultural items at City Hall.	CM / HRC	2007	GF	This has been established at the new City Hall office.
CHR 1.15	Compile a thorough record of the City's incorporation, including records, documents, photos, and artifacts.	HRC	2008	GF	Progress has been made and is still ongoing.
CHR 1.21	Develop and regularly update a comprehensive historic resources inventory, coordinating with other agencies as necessary. The inventory will contain a list of all locally historically significant properties, as well as historic archaeological and paleontological resources in the Planning Area and a map depicting their locations.	PL / HRC	2007 / Ongoing	GF	Not complete.
CHR 1.22	Pursue recognition of all eligible historic properties by the National Register of Historic Places and California Register of Historical Resources.	HRC	Ongoing	GF	Not complete.
CHR 1.23	Improve and interpret K ilgore Cemetery. Interpreting the cemetery will include determining who is buried in the older portion of the site and increasing public awareness of the cemetery's significance.	CM / HRC	2008	GF	Complete and ongoing.
CHR 1.24	Consider establishing review procedures for remodeling and reconstruction of buildings and other structures.	B / PL	2007 / 2008	GF	Complete per the entitlement and building permit review process. DST is also used to expedite reviews.
CHR 1.31	Require historic resources and paleontological studies (i.e., archaeological and historical investigations) for all applicable discretionary projects, in accordance with CEQA regulations. The studies should identify paleontological, historic, or cultural resources in the project area, determine their eligibility for inclusion in the California Register of Historical Resources, and provide mitigation measures for any resources in the project area that cannot be avoided.	PL	PR	AF	Ongoing per the entitlement review process and CEQA requirements.
CHR 1.32	Incorporate the following two conditions in applicable permits for all discretionary projects. - The Planning Department shall be notified immediately if any cultural resources (e.g., prehistoric or historic artifacts) or paleontological resources (e.g., fossils) are uncovered during construction. All construction must stop in vicinity of the find and an archaeologist that meets the Secretary of the Interior's Professional Qualifications Standards in prehistoric or historical archaeology or a paleontologist shall be retained to evaluate the finds and recommend appropriate action. - The Planning Department shall be notified immediately if any human remains are uncovered and all construction must stop in vicinity of the find. The Planning Division shall notify the County Coroner according to Section 7050.5 of California's Health and Safety Code. If the remains are determined to be Native American, the procedures outlined in CEQA Section 15064.5 (d) and (e) shall be followed.	PL	PR	AF	Completed per the standard conditions of approval and mitigation measures.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
CHR 2. 1.1	Establish a Cultural Arts Commission that will be responsible for coordinating cultural events, parades, festivals, coordinate and communicate with cultural and ethnic communities (with the City's Public Information Officer), and other activities as determined by the City Council.	CM / PIO	2007	GF	Not complete, but this is achieved through other departments with help from residents and outside agencies.
CHR 2. 1.2	Encourage development projects to include design features that identify and celebrate the different cultures that make up Rancho Cordova by updating, as necessary, the Design Guidelines to include provisions for cultural identity in development projects.	PL / CAC	PR	GF	Completed, but could use more specifics in the design guidelines.
CHR 2. 1.3	Encourage and invite cultural groups and organizations to participate/plan/operate citywide events and to showcase the City's cultural diversity at these events	CAC / PIO	Ongoing	GF	Complete and ongoing.
CHR 2. 2.1	Provide City information (news, bulletins, application forms, etc) pursuant to programs designed to best capture the ethnic diversity of the community (i.e. in the four major languages used in the community and other languages on demand).	PIO / CM / CAC / PL / B / PW	Ongoing	GF	Complete and ongoing as part of our development service counter.
CHR 2. 2.2	Reach out to all ethnic groups in the City and invite and encourage their participation in City government.	PIO / CAC / CM / PL / PW	Ongoing	GF	Complete and ongoing.
CHR 3. 1.1	Work with community groups to establish a performing arts center in Rancho Cordova, ideally within the Downtown or Convention Overlay.	CAC	2010	GF	Not complete.
CHR 3. 1.2	Work with local schools and other educational and youth outlets to promote artistic performances by children and artistic education programs for children. Work with school districts to establish performing arts facilities in high school and junior high school campuses.	CAC	Ongoing	GF	Not complete under CAC, but works is done under the City's outreach programs under different departments.
CHR 3. 1.3	Showcase youth artwork in public venues such as City Hall, public libraries, and other places throughout the community.	CAC	Ongoing	GF	Not complete under CAC, but works is done under the City's outreach programs under different departments.
CHR 3. 1.4	As necessary, revise City ordinances to allow and promote on street visual art, dance, and theatrical performances in the Downtown. Include such provisions in the Downtown Specific Plan.	CAC / PL	2008	GF	Encouraged within the Folsom Boulevard SPA, open space and design guidelines, and the zoning code, but not required.
CHR 3. 1.5	Work with existing theatre, music, arts, and other performing arts groups to help them find locations in Rancho Cordova.	CM / ED	Ongoing	GF	Ongoing as works is done under the City's outreach programs under different departments.
CHR 3. 2.1	Establish a Cultural Arts Commission that is responsible for establishing a public art program, directing the use of public funds for art in public places, encouraging the use of art in private development projects, and administering other cultural and artistic programs for the City as deemed appropriate by the City Council.	CM / PL	2007	GF	Not complete under CAC, but works is done under the City's outreach programs under different departments.
CHR 3. 2.2	Promote the incorporation of monuments, plaques, signs, or artwork identifying Rancho Cordova's diverse history into development projects and on pedestrian and bicycle trails. Possible highlights include the area's agricultural, mining, Pony Express, and aerospace and aviation activities.	CAC / PL	Ongoing	GF	Not complete under CAC, but is discussed as part of the entitlement review and internal city projects.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
X I - S A F E T Y E L E M E N T					
S1.1.1	Conduct an evaluation, as part of the CEQA process, of the potential safety hazards of proposed development within the City and mitigate in ways as appropriate and practical to ensure a reasonable level of safety for residents, workers, and property owners.	PL	Ongoing	AF	Ongoing as new regulations and processes evolve as part of CEQA updates and case law.
S1.2.1	Participate in State mutual aid agreements with neighboring cities and counties; State and federal emergency relief agencies; and private enterprises such as Red Cross, Salvation Army, and local medical institutions to assist in shelter, relief, and first aid operations. Encourage cooperation among adjacent communities to provide backup fire suppression and law enforcement assistance in emergency situations.	PD	2006 / 2007	GF	Complete and ongoing.
S1.2.2	Collaborate with Folsom Cordova and Elk Grove Unified School Districts, Cordova Park and Recreation District, the faith based community, and other public entities to continue to offer public safety education classes, including but not limited to personal safety, fire safety, traffic safety, and bicycle safety.	PD / F / PIO	Ongoing	GF	Ongoing.
S1.3.1	Create, adopt, and update, as needed a local Emergency Management Plan identifying leadership, representatives, coordination, and action for responding to emergencies in a timely and efficient manner.	CM / PD / F	Ongoing	GF	Complete and ongoing.
S1.3.2	Participate in the Standardized Emergency Management System (SEMS) and the National Incident Management System (NIMS), and comply with the State of California Emergency Services Act.	PD / F	Ongoing	GF	Ongoing.
S1.3.3	Develop and adopt a pre-disaster ordinance for post-disaster recovery and reconstruction that includes provisions for debris clearance, damage assessment, demolitions, re-occupancy and building moratorium criteria, fee waivers and deferrals, and expedited permitting procedures for repair and reconstruction.	CM / PD / F	Ongoing	GF	Ongoing per the emergency preparedness plan coordinated with the Facilities department.
S1.4.1	Develop and update as necessary risk assessments and emergency management provisions to maintain or improve the safety rating of Rancho Cordova as a community with low risk of disruption.	CM / PD / F	Ongoing	GF	Ongoing.
S2.1.1	Support the construction of flood control projects when clear dangers to life and property exist.	PW	Ongoing	GF / AF	Ongoing.
S2.1.2	Participate in the National Flood Insurance Program by updating the floodplain management ordinance as necessary to help reduce future flood damage. Participation in the National Flood Insurance Program makes federally backed flood insurance available to homeowners, renters, and businesses owners in Rancho Cordova.	PW	Ongoing	GF / AF	Ongoing.
S2.1.3	Participate with the City of Sacramento, the Army Corps of Engineers, and other Federal, State, and local governments and agencies to develop policies to finance, construct, and plan flood improvements to eliminate flooding in the City.	PW	Ongoing	GF	Ongoing.
S2.2.1	Disapprove new projects that would result in new or increased flooding in parcels on	PL	Ongoing	AF	Complete and ongoing per the

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
	adjoining parcels or upstream and downstream areas, unless it can be shown that the existing drainage facilities are being improved to mitigate such impacts.				entitlement review. Also include within SB5 update.
S222	Preclude development within the 100-year floodplain, as determined by the most recent floodplain mapping available from the Federal Emergency Management Agency (FEMA) or other acceptable source, unless otherwise approved by the City floodplain administrator based on site-specific mitigation.	PL	Ongoing	AF	Complete and ongoing per the entitlement review. Include within the zoning code overlay for development restrictions.
S223	On flood-prone parcels, locate development on portions of the site that are not subject to flooding, consistent with other policies of this General Plan or provide an approved grading plan showing no net-loss of floodplain storage.	PW / PL	Ongoing	AF	Ongoing per the entitlement and development permit review process.
S224	Require every residential lot to have buildable area sufficient to accommodate a residence and associated structures outside the 100-year floodplain. Discourage the use of fill to create buildable area within the 100-year floodplain, except in extreme circumstances consistent with all other applicable policies and regulations, and after review to determine potential impacts on wildlife, habitat, and flooding on other parcels.	PW / PL	Ongoing	AF	Ongoing per the entitlement and development permit review process.
S225	Require vehicular access to the buildable area of all parcels to be at or above the ten-year floodplain elevation.	PW / PL	Ongoing	AF	Ongoing per the entitlement and development permit review process.
S226	Preclude the creation of lots whose access will be inundated by flows resulting from a ten-year or greater storm event. Bridges or similar structures may be used to provide access over creeks or inundated areas, subject to applicable local, state, and federal regulations.	PW / PL	Ongoing	AF	Ongoing.
S227	Discourage additional crossings of natural creeks in order to reduce potential flooding and access problems, except as needed to provide roadway and trail connections and preserve natural resource areas.	PL / PW	Ongoing	AF	Ongoing per the entitlement and development permit review process.
S228	Prohibit new and modified bridge structures that will cause an increase in water surface elevations of the 100-year floodplain, unless analysis clearly indicates that the physical and/or economic use of upstream property will not be adversely affected.	PL / PW	Ongoing	AF	Ongoing per the entitlement and development permit review process.
S231	Require all new urban development projects to either incorporate runoff control measures to minimize peak flows of runoff or otherwise implement Comprehensive Drainage Plans.	PW	Ongoing	AF	Ongoing per the entitlement and development permit review process.
S232	Maintain drainage facilities in order to ensure their proper operation during storms.	PW	Ongoing	AF	Ongoing.
S233	Prepare a Comprehensive Drainage Plan for all streams and their tributaries prior to any development within the 100-year floodplain.	PW	Ongoing	GF	Ongoing.
S311	Continue to implement the Uniform Building Code to ensure that structures meet all applicable seismic standards.	B	Ongoing	AF	Complete and ongoing per the building permit review process.
S321	Continue to require that all new construction projects complete a geotechnical report or conduct other appropriate analysis to determine the soils characteristics and associated development constraints and impose appropriate measures for geologically sensitive areas. This would include necessary measures to address expansive soil conditions.	B	Ongoing	BPF	Complete and ongoing per the building permit review process.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
S322	Impose the appropriate mitigation measures for new development located in seismic and geologically sensitive areas.	B	Ongoing	BPF	Complete and ongoing per the building permit review process.
S421	Coordinate with Regional Transit and companies with railways in the City to ensure that they implement all appropriate safety measures.	PW / PL	Ongoing	AF	Ongoing per the entitlement and development permit review process.
S422	Investigate in provenents in crossing gates and warning devices on a regular basis.	PW	2007 / Ongoing	GF	Ongoing.
S423	Make information on railroad crossing safety available at City Hall and on the City's website to encourage safe practices by City residents and businesses.	PW	2007 / Ongoing	GF	Ongoing.
S431	Evaluate the potential for grade separations at Mayhew Road, Bradshaw Road, Roubier Road, Mather Field Road, and Zinfandel Drive roadway crossings.	PW	2007 / Ongoing	GF	Ongoing.
S432	Work with RT to design grade separations appropriate for each location.	PW	2006 / 2007	BPF	Completed and Ongoing.
S433	Include the grade separations specified in Action S331 in the Capital Improvement Plan, and collect fees to help fund their construction.	PW	2007 / Ongoing	GF	Ongoing.
S521	Adopt, and update as necessary, local standards for maximum acceptable exposure for the evaluation of hazardous facilities for potential to create hazardous physical effects at offsite locations that could result in death, significant injury, or significant property damage.	PW	2007	GF	Ongoing.
S531	Regularly review the City's codes to ensure that City regulations reflect the most up-to-date standards for the storage, handling, and use of hazardous and toxic materials.	B / F	Annually	GF	Building & Safety continues to work closely with Metro Fire and the Sacramento County Environmental Management Department to educate the public on hazardous material handling and storage. This is also accomplished through enforcement of the California Building Code, and other provisions of the Health and Safety Code.
S532	During the review and approval process for development plans and building permits, ensure that secondary containment is provided for hazardous and toxic materials.	PL / PW / B / F	Ongoing	AF	Complete and ongoing per the entitlement review. Building & Safety continues to work closely with Metro Fire and the Sacramento County Environmental Management Department to ensure hazardous material handling and storage policies are current with state and federal regulations. This is also accomplished through enforcement of the California Building Code, and other provisions of the Health and Safety Code.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
S533	Require all sites that are suspected or known to contain hazardous materials and / or are identified in a hazardous material / waste search to be reviewed, tested, and remediate for potential hazardous materials in accordance with all local, state, and federal regulations.	B / F	Ongoing	GF	Building & Safety continues to work closely with Metro Fire and the Sacramento County Environmental Management Department to ensure hazardous material issues are dealt with expediently and are current with state and federal regulations. This is also accomplished through enforcement of the California Building Code, and other provisions of the Health and Safety Code.
S541	Support the continued enforcement of permitting requirements for radioactive materials.	Fire	Ongoing	GF	Ongoing.
S542	Enforce public safety standards for the use of radioactive materials, including the placarding of transport vehicles.	Fire	Ongoing	GF	Ongoing.
S551	Require industries which store and process hazardous or toxic materials to provide a buffer zone between the materials and the property boundaries; the buffer zone must be sufficient to protect public safety, as determined by the Planning Department.	Fire / PD	Ongoing	GF	Ongoing.
S552	Consider the impact of proposed industrial development projects with respect to transport of hazardous materials within the city. Locate uses requiring substantial transport of hazardous materials to direct such traffic away from the city's residential and commercial areas.	PL / F / PW	Ongoing	AF	Ongoing the need arise.
S561	Continue to coordinate with the State Office of Emergency Services, the State Department of Toxic Substances Control, the State Highway Patrol, County of Sacramento, the Sacramento Metropolitan Fire District, the Rancho Cordova Police Department, and other appropriate agencies in hazardous materials route planning and incident response.	CM / F / PD	Ongoing	GF	Ongoing.
S562	Request that state and federal agencies that regulate the transportation of hazardous materials review regulations and procedures, in cooperation with the City, to determine means of mitigating the public safety hazard in urbanized areas.	PD / F	Ongoing	GF	Ongoing.
S611	Limit the height of structures consistent with Federal Aviation Regulation (FAR) Part 77 regulations.	PL / B	Ongoing	GF / AF	Complete and ongoing per the entitlement review.
S612	Site new land uses consistent with the CLUP for noise impacts and safety restrictions.	PL / B	Ongoing	AF / GF	Complete and ongoing per the entitlement review.
S711	Adopt and periodically update development standards and design guidelines consistent with current Crime Prevention through Environmental Design (CPTED). Specifically, incorporate provisions to address the following: - Natural Surveillance. Intended to keep intruders easily observable, natural surveillance provisions maximize visibility of people, parking areas, and building entrances (e.g., doors and windows that look out on to streets and parking areas, pedestrian-friendly sidewalks and streets, front porches, adequate nighttime	PD / PL	2007 / Ongoing	GF	Mentioned in the City's standards, but not specifically used as part of the review process.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
	lighting) - Territorial Reinforcement. Physical design can create or extend a sphere of influence. Users then develop a sense of territorial control while potential offenders, perceiving this control, are discouraged. This design concept is implemented by features that define property lines and distinguish private spaces from public spaces using landscape plantings, pavement designs, gateway treatments, and fences. - Natural Access Control. A design concept directed primarily at decreasing crime opportunity by denying access to crime targets and creating a perception of risk for offenders. This design concept is achieved by designing streets, sidewalks, building entrances, and neighborhood gateways to clearly indicate public routes, and also by discouraging access to private areas with structural elements. - Target Hardening. This is accomplished by adding features that prohibit entry or access, including window locks, dead bolts for doors, and interior door hinges.				
S.7.1.2	Adopt and implement a City of Rancho Cordova Uniform Security Code to ensure all structures meet applicable security standards.	PD / PL	2006 / 2007 / Ongoing	GF	Not Completed.
S.7.1.3	Adapt transit-oriented development guidelines to the needs of crime prevention to the extent possible.	PD / PL	2007 / Ongoing	GP / AF	Not Completed.
S.8.1.1	Complete a review of police services in the City on an annual basis and provide funding for additional services as needed and in conjunction with increased development.	PD	2006 / 2007	GF	Ongoing.
S.9.1.1	Continue to review new development for adequate water supply and pressure, fire hydrants, and access to structures by fire fighting equipment and personnel.	FD	Ongoing	GF	Ongoing per the entitlement and development permit review process.
S.9.1.2	Continue to review projects for compliance with the Fire Code as part of the building permit process.	FD	Ongoing	AF	Ongoing.
S.9.1.3	Work with SMFD to develop high visibility fire prevention programs, including those that provide voluntary home inspections and increase awareness of home fire prevention measures.	B	Ongoing	BPF	Building & Safety continues to work closely with Metro Fire to educate the public on fire safety issues. This is also accomplished through enforcement of the California Fire Code.
S.9.1.4	Require on-site fire suppression systems for new commercial and industrial development, as well as multi-family residential development with five or more units, to reduce the dependence on fire department equipment and personnel.	FD	Ongoing	GF	Ongoing.
S.9.1.5	Continue to maintain, periodically update, and test the effectiveness of the City's Emergency Management Plan.	FD	Ongoing	GF	Ongoing.
S.9.1.6	Require the installation of earthquake-triggered automatic gas shut-off sensors in high-occupancy facilities and in industrial and commercial structures.	PD	Ongoing	GF	Ongoing.
S.9.1.7	Continue to enforce all existing codes and ordinances regarding fire protection,	BFD / NS	Ongoing	BPF / GF	Complete and ongoing per the building inspection and code

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
	including building inspection and vegetation management.				enforcement process XII – Air Quality Element Complete and ongoing. All city facilities are held to the standards required for energy conservation and sustainable design, in accordance with state and federal guidelines and requirements.
S9.1.8	Coordinate the design and installation of traffic control and calming measures to minimize impacts on emergency vehicle responses.	PW / FD	Ongoing	GF	Ongoing per the entitlement and development permit review process.
S9.1.9	The City shall require that future projects are not initiated without assurance from the Sacramento Metropolitan Fire District that sufficient service capacity exists for fire protection and emergency medical services. Service capacity considers the proximity of fire stations, availability of personnel and equipment, water flow and pressure to the site, and adherence to Fire District construction and design requirements.	PW / PL / FD	Ongoing	GF	Ongoing.
XII – AIR QUALITY ELEMENT					
AQ 1.1.1	Use the emissions guidelines produced by the California Air Resources Board, SQAQMD, and SACOG to ensure that City facilities and operations comply with mandated measures.	PL	Ongoing	GF	Ongoing per the entitlement and development permit review process.
AQ 1.1.2	Support SQAQMD in the development of improved ambient air quality monitoring capabilities, as well as the establishment of standards that more adequately address the air quality impacts of proposed project plans and proposals.	PL	Ongoing	GF	Ongoing per the entitlement and development permit review process.
AQ 1.1.3	Support intergovernmental efforts directed at adopting stricter standards related to lowest emission technology vehicles, and more efficient burning engines and fuels (e.g., HVAC, generators, construction equipment, stricter tailpipe emissions standards, etc.).	CM	Ongoing	GF	Ongoing.
AQ 1.1.4	Update the General Plan as necessary if updates to the Sacramento Area Regional Ozone Attainment Plan would create inconsistencies between future buildout of the General Plan Planning Area and the Attainment Plan.	PL	Ongoing	GF	Ongoing.
AQ 1.2.1	Coordinate with SQAQMD through the environmental review process to ensure that proposed projects would not significantly affect the region's ability to meet State and federal air quality standards.	PL	Ongoing	GF	Ongoing per the entitlement and development permit review process.
AQ 1.2.2	Require project proponents to coordinate with SQAQMD on appropriate methodologies for evaluating project emissions and air quality impacts (e.g., emissions modeling software, SQAQMD's thresholds of significance, etc.).	PL	Ongoing	AF	Ongoing per the entitlement and development permit review process.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
AQ 12.3	Require all new development projects that exceed SMOQMD's thresholds of significance to incorporate design, construction material, and/or other operational features that will result in a 15 percent reduction in emissions when compared to an "unmitigated baseline" project.	PL	Ongoing	AF	Ongoing per the entitlement and development permit review process.
AQ 21.1	Support the location of ancillary employee services, including childcare, restaurants, banking facilities, and convenience markets, at appropriate employment centers for the purpose of reducing mid-day vehicle trips.	PL / ED	Ongoing	GF	Ongoing per the entitlement and development permit review process. Zoning code amendments in 2016 may allow more ancillary uses.
AQ 22.1	Promote compact development within one-quarter to one-half mile of rail transit stations and transit stations along enhanced transit corridors.	PL	Ongoing	GF	Ongoing per the entitlement and development permit review process.
AQ 22.2	Require greenfield areas of the City to be developed in keeping with the City's Building Block Concept of livable, walkable neighborhoods with services and employment opportunities integrated within every Village of the community.	PL	Ongoing	GF	Ongoing per the entitlement and development permit review process; however specific "blocks" have not been defined.
AQ 23.1	Identify and adopt incentives for planning and implementing infill development projects within urbanized areas and near job centers and transportation nodes.	PL	2007 / 2008 / Ongoing	GF	Not completed.
AQ 24.1	Provide buffers and setbacks between sensitive land uses and sources of air pollution.	PL	Ongoing	AF	Completed and ongoing.
AQ 24.2	Continue to implement criteria for all new parking lots to include tree plantings that will result in 50 percent shading of parking lot surface areas within 15 years.	PL / PW	Ongoing	GF	Ongoing per the entitlement and development permit review process.
AQ 31.1	Facilitate street design that encourages biking and walking in both new and established areas.	PW / PL	Ongoing	GF / CIP	Ongoing per the entitlement and development permit review process.
AQ 31.2	Require all new development to be designed to enable easy pedestrian and bicycle access and circulation.	PW / PL	Ongoing	AF	Ongoing per the entitlement and development permit review process.
AQ 21.1	Develop and distribute user-friendly maps of the City's existing and planned pedestrian and bicycle facilities to businesses and post on the City's website.	PIO	Ongoing	GF	Ongoing per the entitlement and development permit review process. Maps are provided online and at City Hall.
AQ 32.1	Provide and / or adequately advertise shuttles from local transit stations to special event and civic centers.	PW / PIO	Ongoing	GF	Maps are provided online and at City Hall.
AQ 32.2	Encourage employers to provide: direct shuttle service to light rail; transit subsidies; bicycle facilities; ridesharing; flex schedules and alternative work schedules, including telecommuting and work-at-home programs; and preferential parking for carpools.	PW / PL	Ongoing	GF	Complete and ongoing.
AQ 32.2	Support the development of Transportation Demand Management services through the City's Transit-Related Services Tax Area that result in active marketing of transit.	PW	Ongoing	Transit tax	Ongoing.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
3	services, ride sharing programs, bike and pedestrian facilities, transit facilities, and provision of transit subsidies that provide air quality benefits.				
AQ 3.2.4	Require that new development pay its fair share of the cost of transit facilities and the operations and maintenance of transit services.	PW	Ongoing	AF	Ongoing.
AQ 3.3.1	Encourage commercial, retail, and residential development to participate in or create Transportation Management Associations.	PW	Ongoing	AF	Ongoing.
AQ 3.3.2	Recommend that business owners schedule deliveries at off-peak traffic periods.	PW	Ongoing	GF	Ongoing.
AQ 3.4.1	Require designated carpool and vanpool parking in all new office development.	PW / PL	Ongoing	GF	Ongoing.
AQ 3.4.2	Consider developing a model trip reduction and air quality improvement program for City employees. The program could include flexible or compressed work schedules, commuter matching services, telecommuting options, and preferential carpool/vanpool parking, transit subsidies.	PL / PW / PIO	2007 / 2008	GF / transit tax	Ongoing.
AQ 4.1.1	Require energy-conserving features in the design and construction of new development. Many options exist for reducing pollution from energy-producing systems, including the following: - Requiring the use of the best available technologies to reduce air pollution standards. - Using building materials and methods that reduce emissions and improve indoor air quality (e.g., LEED certification, LEED Green Buildings, EPA Green Building, etc.). - Requiring that development projects be located and designed in a way that minimizes direct and indirect emission of air contaminants. - Installing efficient heating equipment and other appliances, such as water heaters, swimming pool heaters, cooking equipment, refrigerators, furnaces, and boiler units. - Utilizing automated time clocks or occupant sensors to control heating systems.	B / PW	Ongoing	GF	Complete and ongoing. Currently the City enforces the provisions of the California Energy Code, the Green Building Standards and the Building Energy Efficiency Standards that are referenced within.
AQ 4.1.2	Encourage the use of cost-effective and innovative emission-reduction technologies in building components and design.	PW / PL	Ongoing	AF	Ongoing, but future work may involve work with economic development and sacog for funding opportunities and projects.
AQ 4.1.3	Support the use of building materials and methods that increase efficiency beyond State Title 24 standards.	B / PL	Ongoing	AF	Complete and ongoing per the entitlement and building permit process review.
AQ 4.1.4	Encourage the use of "EPA Energy Star"-certified appliances.	B / PIO	Ongoing	GF	Ongoing.
AQ 4.1.5	Promote the implementation of sustainable design strategies for "cool communities," such as installing reflective roofing or light-colored pavement and planting urban shade trees.	B / PIO	Ongoing	GF	Complete and ongoing per the building permit process review.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
AQ 41.6	Consider incorporating energy-conserving design and construction techniques in all City facilities.	B	Ongoing	GF	Complete and ongoing per the building inspection and code enforcement process. XII – Air Quality Element Complete and ongoing. All city facilities are held to the standards required for energy conservation and sustainable design, in accordance with state and federal guidelines and requirements.
AQ 42.1	Replace the City's fleet vehicles with new vehicles that utilize the lowest emission technology available, whenever economically feasible.	CM	Ongoing	GF / Grants	Completed, but some of the vehicles have been replaced.
AQ 42.2	Consider adopting a policy that provides a preferential treatment to contractors using reduced emission equipment for City construction projects and for City contracts for services (e.g., garbage collection).	CM / B	2006 / 2007	GF	Not complete. The City can expedite the review for priority projects, but does not have a process for preferential treatment.
AQ 42.3	Encourage lowest emission technology buses in public transit fleets.	CM	Ongoing	GF	Complete and ongoing.
AQ 42.4	Promote developments and street systems that support the use of neighborhood electric vehicles.	PW / PL	Ongoing / PR	AF	This is currently being processed as part of the building permit review process.
AQ 42.5	Adopt an ordinance that limits the amount of time diesel-powered trucks, buses, and other heavy vehicles may idle in accordance with California Air Resources Control Board rules from mobile TAC sources, and that restricts placing new sensitive receptors within the proximity of known toxic air contaminant (TAC) producing facilities and land uses. Sensitive receptors shall be located a safe distance from TAC sources as described in California Air Resources Board guidelines and Sacramento Air Quality Management District requirements.	PW	2007 / 2008	GF	Ongoing.
AQ 44.1	Enforce construction-related air quality mitigation measures adopted through the CEQA process.	PL	Ongoing	AF	Complete and ongoing.
AQ 51.1	Provide air quality information on the City's website, including links to public information provided by SQAQMD and the California Air Resources Board.	PIO	Ongoing	AF	Ongoing.
AQ 51.2	Encourage employers to post flyers about carpools, vanpools, and other modes of transportation that contribute to improved air quality in locations that are easily visible to employees.	PIO	Ongoing	GF	Ongoing.
XIII – NOISE ELEMENT					
N 11.1	Adopt a Noise Ordinance with noise level performance standards, including maximum allowable noise exposure, ambient vs. nuisance noise, method of	PL / CM	2007	GF	Sound regulated per RCMC 6.68 (noise control). This standard is

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
	measuring noise, and enforcement procedures				outdated and taken from the County. Needs revision and guidelines for mitigation.
N 1.2.1	Require new development of noise-creating uses to conform to the City's maximum noise levels.	PL	Ongoing	AF	Completed and ongoing as part of the entitlement process.
N 1.2.2	Require an acoustical analysis as part of the environmental review process when noise-sensitive land uses are proposed in areas where current or projected exterior noise levels exceed the City's standards.	PL	Ongoing	AF	Completed and ongoing as part of the entitlement process.
N 1.2.3	Require any potential noise impacts identified during the acoustical analysis to be mitigated in the project design to the maximum extent feasible.	PL	Ongoing	AF	Completed and ongoing as part of the entitlement and building permit process. Is also required per CEQA analysis.
N 1.3.1	Require an acoustical analysis as part of the environmental review process when proposed non-residential land uses are likely to produce noise levels that exceed the City's noise standards. The acoustical analysis must be prepared by a qualified person experienced in environmental noise assessment and architectural acoustics, and must estimate existing and projected cumulative noise levels and compare those levels to the policies within this Element.	PL	Ongoing	AF	Completed and ongoing as part of the entitlement process.
N 1.3.2	Require any noise impacts identified in the acoustical analysis to be mitigated in conjunction with the project design.	PL	Ongoing	AF	Completed and ongoing as part of the entitlement and CEQA review process.
N 1.4.1	Limit construction activity to the hours of 7 a.m. to 7 p.m. weekdays and 8 a.m. to 6 p.m. weekends when construction is conducted in proximity to residential uses.	PL / PW / B	Ongoing	AF / BPF	Complete and ongoing per the noise element and municipal requirements.
N 1.4.2	Consider restricting the hours of operation of loading docks, trash compactors, and other noise-producing uses in commercial areas that are adjacent to residential uses.	PL	Ongoing	AF	Completed and ongoing as part of the entitlement and building permit process.
N 1.4.3	Require stationary construction equipment and construction staging areas to be set back from existing noise-sensitive land uses.	PL	Ongoing	AF	Completed and ongoing as part of the entitlement and building permit process.
N 1.6.1	Develop guidelines, strategies, and standards specifically related to maintaining acceptable noise levels in higher density development. Consider design and construction standards that minimize noise conflicts between residents with shared walls or floors / ceilings.	PL / B	2007	GF	There are indirect regulations and guidelines (i.e. sound wall, landscaping, UBC requirements), but nothing within the zoning code.
N 2.1.1	Encourage placement of light rail lines below the grade of the roadway in order to reduce noise impacts.	PW / PL	Ongoing	GF	This has not been achieved.
N 2.2.1	Assess the significance of the noise increase of all roadway improvement projects in existing areas according to the following criteria: - Where existing traffic noise levels are less than 60 dB Ldn at the outdoor activity areas of noise-sensitive uses, a + 5 dB Ldn increase in noise levels due to roadway	PL / B	Ongoing	AF / BPF	Complete and ongoing per the entitlement review.

	Action	Responsible Party	Time Frame	Funding Source	Status 2016
	in proven ent projects will be considered significant; and - Where existing traffic noise levels range between 60 and 65 dB Ldn at the outdoor activity areas of noise-sensitive uses, a + 3 dB Ldn increase in noise levels due to roadway in proven ent projects will be considered significant; and - Where existing traffic noise levels are greater than 65 dB Ldn at the outdoor activity areas of noise-sensitive uses, a + 1.5 dB Ldn increase in noise levels due to roadway in proven ent projects will be considered significant.				
N 2.3.1	Adopt a Citywide noise reduction program to reduce traffic noise and other noise levels.	PL / PW	2007 / 2008	GF	This has not been achieved.

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
Goal H 1	Seek a balance of housing opportunities appropriate for the range of jobs available and planned in the city.				
Policy H 1.1	Improve the City's jobs-housing balance through ensuring that housing development in Rancho Cordova provides opportunities for all income levels in order to serve the full range of available and projected jobs in the City.				
Action H 1.1.1	The City will work with the Economic Development Department to inquire with larger employers in the community to determine salary information and employee preference regarding housing type.	General Fund	Economic Development Department	Inquire with employers once every two years.	The City plans to make the bi-annual inquiry during the next fiscal year.
Policy H 1.2	Maintain adequate sites that support a range of housing types appropriate for the City's housing needs, taking into account employment projections, household growth, and the City's share of regional housing needs.				

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
Action H 1.2.1	Residential development projects of 100 gross acres or more shall include a minimum of 5 percent of the total project residential developable acreage (net) for residential uses of 30 units per acre or higher. This minimum high density acreage requirement is calculated to satisfy projected RHNA to the City. Additionally the City will require a minimum of 5 percent for residential uses of 10 units per acre or higher. Development projects with a requirement of less than 5 acres in either or both categories may opt to designate land off-site, if deemed appropriate for the project. If projects propose densities higher than the identified density, the required acreage shall be decreased accordingly. For example, if a project is required to provide 15 acres at 30 units per acre, that project could alternatively provide 11.25 acres at 40 units per acre. Similarly, if the project's requirement for land with density of 10 units per acre was 6 acres, the project could alternatively provide 4 acres at 15 units per acre. For the purpose of satisfying the 5 percent for land uses at or above 30 units per acre, sites must meet the following requirements:	General Fund, Local Housing Trust Fund	Planning Department, Housing Services Division	Ongoing, as residential applications are received.	The City has met the high density set-asides in all of the new Development Entitlements that have been recently approved or are currently under review. As part of the development review process all new housing projects are reviewed for their compliance to these housing standards.
	Sites must be zoned exclusively residential.				

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
	Acre used to satisfy RHNA requirements will be required to maintain minimum densities. Sites must be of sufficient size to accommodate a minimum of 16 units per site. Sites must be proximate to public transportation routes which provide ready access to fixed rail.				
Policy H 1.3	Promote a broader range of housing options for executives.				
Action H 1.3.1	The City's Zoning Code accommodates and facilitates the development of executive housing options in Specific Plans and large subdivisions (500+ units) in the Rural Residential (RR) and the Estate Residential (ER) zones.	General Fund	Planning Department	Ongoing, as projects are possessed through the Planning Department.	The city is currently in the process of reviewing the Sun Creek and Rio Del Oro Specific Plan, both of which maintain a variety of housing types and densities ranging from 6.1 du./acre to 40 du./acre. As addressed in the 2013-2021 housing element land use and sites inventory, the City's current zoning standards, accompanied with vacant land, has the capacity to meet the City's fair share of the housing needs within the current planning cycle.
Policy H 1.4	Promote higher density housing in close proximity to transit, employment, and appropriate services, such as transit-oriented development.				
Action H 1.4.1	As part of an ongoing effort to promote transit-oriented development the City will coordinate with regional partners to incentivize the production of housing for persons living and working in same community.	General Fund	Public Works, Housing Services Division, Planning, and Economic Development departments	The City will coordinate efforts to apply for funding for transit-oriented developments as Notices of Funding Available (NOFAs) are released and will create	The City is maintaining a commitment to TOD high-density residential in review of all projects to be located adjacent to RT access points. However, no new projects have been submitted since the Housing Element Update

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/ Steps Taken
	o SACOG – The City will continue to work with SACOG to identify and apply for grant opportunities aimed at planning and promoting TOD development along the Regional Transit Light Rail lines.			project requirements and incentives to encourage reduced auto use in transit nodes.	completion at the end of 2013. All new master plans and specific plans currently under review, contain a variety of multimodal transportation options that focus on linkages (i.e. bike to bus, bus to light rail) to improve connectivity and usage of existing transit systems.
	o Regional Transit – The City will continue to cooperate with Regional Transit in identifying transit needs in the community and working to provide viable solutions. These may include negotiating new bus routes, partnering to provide special or commuter routes, creating and maintaining a discount RT pass program for low- and very low-income residents living in the City's affordable housing, and leveraging new infill development projects around existing mass transit infrastructure (Transit Oriented Development).				
	o Local and Regional Complete Streets Advocate groups – The City will continue to work with local and regional Complete Streets Advocate groups to improve transportation options in the City, including bicycle lanes, improved pedestrian access, and better connectivity between existing alternative transportation options and local mass transit (such as dedicated pedestrian pathways), particularly in development projects located in immediately adjacent to transit services.				

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
Policy H 1.5	Developers of new residential projects within the newly developing areas of the City (generally in the large, vacant areas south of Highway 50) shall prepare an Affordable Housing Plan (Plan) for the project for City review and approval that identifies the project's plan for providing affordable housing.				
Action H 1.5.1	The City has established the following guidelines to provide direction for the review of Affordable Housing Plans associated with individual development projects and to provide direction for the preparation of an Affordable Housing Ordinance if one is to be developed.	General Fund	Housing Services Division, Planning, and Economic Development Departments	The Affordable Housing Plan obligations will be implemented as projects are received by the Planning Department.	The City has negotiated one Affordable Housing Plan (AHP) with the developers of the Sun Creek Specific Planning Area. The City is currently negotiating the AHP for the Rio del Oro Specific Planning Area, as per Housing Element standards. These projects are still under review.
	The Affordable Housing Plan shall be approved in conjunction with the earliest stage of project entitlement, typically with the City Council approval of the Specific Plan, Development Agreement, or other primary land use entitlement.				
	The Affordable Housing Plan shall specify and include the following:				
	1) A projection of the number of dwelling units that will be developed as affordable to extremely low-, very low-, low-, moderate-, and above moderate-income households				
	2) The number of affordable ownership and rental units to be produced. Such split shall be approved by the City Council based on housing needs, market conditions, and other relevant factors. The split of ownership and rental units shall be addressed within the Plan of each individual project.				
	3) Program options within project-specific Affordable Housing Plans may include but are not limited to the				

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/ Steps Taken
AGENDA ITEM 8.12	following:				
	The timing for completion of affordable housing obligations includes the following considerations:				
	For projects proposing to construct affordable housing units or to renovate existing dwellings, the City generally supports construction/renovation of affordable dwellings concurrent with the construction of market-rate housing when feasible. - For projects providing alternative contributions (land dedication, funds, etc.), timing of such contributions shall be identified in the project specific Affordable Housing Plan, with the expectation that the City will pursue construction of affordable units generally concurrent with construction of project market-rate housing.				
	4) At the City Council's discretion, land or other contributions provided by developers as specified within project-specific Affordable Housing Plans may be utilized to augment City efforts and the efforts of its nonprofit partners to provide affordable housing opportunities to all income levels throughout the community. The City will pursue supplemental funding to allow affordability to households earning less than 50 percent of area median income.				

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
	5) In order to ensure the production and preservation of housing affordable to the City's workforce, no productive, reasonable program or incentive option will be excluded from consideration within project-specific Affordable Housing Plans. Possible incentives may include, but are not limited to: - Density bonuses - Fee waivers or deferrals (as reasonably available) - Expedited processing/priority processing - Reduced parking standards - Technical assistance with accessing funding - Modifications to development standards (on a case-by-case basis) - Other incentives				
Action H 1.5.2	The City will annually monitor and revise as necessary, the Affordable Housing Plan negotiation and development process to ensure that the planning process does not pose a constraint on the development of housing.	General Fund	Housing Services Division	Annually monitor the Affordable Housing Plan.	The City has completed the first monitoring, as part of the Housing Element Update Process. No constraints were identified.
Action H 1.5.3	Together with the developer and nonprofit partners, the City will use maximum efforts to seek available resources to support the construction of affordable housing production, including but not limited to state and federal housing programs and the City programs such as the City's non-residential linkage fee (Local Housing Trust Fund).	State and federal housing programs and the City programs such as the City's non-residential linkage fee (Local Housing Trust Fund)	Housing Services Division, Planning, and Economic Development	Apply for funding as available.	The City is partnered with three non-profit developers for 1 transitional and 2 permanent supportive housing development.

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
GOAL H 2	ENCOURAGE THE IMPROVEMENT, REHABILITATION, AND REVITALIZATION / REINVESTMENT OF THE CITY'S EXISTING RESIDENTIAL NEIGHBORHOODS				
Policy H 2.1	Provide neighborhood revitalization in existing areas through housing rehabilitation (owner- and renter-occupied units).				
Action H 2.1.1	The City shall continue to apply for federal and state funds to fund the City's housing rehabilitation program to assist in the improvement of owner- and renter-occupied housing units in the City.	Community Development Block Grant (CDBG), or other funds (as funding becomes available to the City)	Housing Services Division, Neighborhood Services Division and Economic Development Department	Apply for funding as Notices of Funding Available (NOFAs) are released.	The City is rolling out the first CalHOME funded rehabilitation program that is expected to make about 12 loans to low-income homeowners in need of health and safety repairs. The City will continue to strongly encourage rental housing owners and managers to re-invest and upgrade rental housing stock through the Rental Housing Inspection Program.
Action H 2.1.2	Continue the use of the City's Emergency Repair Program to provide health and safety repairs for households falling in the extremely low-, very low-, and low-income ranges. This is a grant form for mobile home owners and single family homeowners to address immediate health and safety problems.	Community Development Block Grant (CDBG), or other funds (as funding becomes available to the City)	Housing Services Division, Neighborhood Services Division and Economic Development Department	The City will provide loans as funding becomes available each year.	The City will try to make an allocation from the 2014 CDBG program year (funding permitting) to continue the Emergency Repair Program. The City made 12 Emergency Repair Grants in 2013.
Action H 2.1.3	Support churches and service clubs who organize semi-annual community improvement days by providing information about the event at City Hall and on the City's website. Continue to make information available to the community about other revitalization programs including but not limited to Blight Busters, the Neighborhood	Community Development Block Grant (CDBG), or other funds (as funding becomes available to the City)	Housing Services Division, Neighborhood Services Division and Economic Development Department	Ongoing, as community improvement days occur and new programs become available.	The City's Volunteer Program worked with local businesses and residents to provide residential improvement and revitalization programs to impacted neighborhoods. (THIS IS LORIANNE SVSP PROGRAM CHECK WITH NS ABOUT ADDITIONAL PROGRAMS)

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/ Steps Taken
	Improvement Program, SMUD, and the Sacramento Tree Foundation.				
Action H 2.1.4	Continue to identify the most troubled multi-family projects (in terms of law enforcement, code enforcement, and blight conditions) and aggressively pursue the transformation or conversion of such properties into uses that move the community into a more balanced housing market and that will not result in the loss of existing affordable housing units subsidized with federal, state, or local funds.	HOME Program and CDBG Program	Housing Services Division and Neighborhood Services Division	Ongoing.	The City's Rental Housing Inspection program has continued to strongly encourage rental housing property owners and managers to make necessary health and safety improvements and has been formulating ordinances that would include services of a community prosecutor and other fee-based site review to continue to bolster that encouragement.
Action H 2.1.5	Continue to implement the Crime Prevention Through Environmental Design (CPTED) standards through the design review process.	General Fund	Planning and Building Departments	Implemented as part of the project processing and review of individual development applications.	The planning department continues to use CPTED standards as part of the design review process for new entitlements and continues to consult with the City's police department for further CPTED and other safety standards. In 2013 the city applied these safety design standards to numerous use permits and design review applications at both staff level review and projects that went before the City Council for approval.
Policy H 2.2	Continue to implement the Folsom Boulevard Specific Plan.				

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
Action H 2 2 1	Continue to identify and implement opportunities on Folsom Boulevard for revitalization that will improve the Folsom Boulevard corridor, especially targeting the following	General Fund	Housing Services Division, Neighborhood Services Division, and Economic Development Department	Mixed-use and revitalization opportunities are currently being developed through the Folsom Boulevard Specific Plan.	The City is working with property owners and developers to identify development opportunities along Folsom BLVD on an ongoing basis. In 2013 the City coordinated with Portland State University to establish an infill program that could encourage new business and improvements to underutilized sites. This coordination included reports and site specific surveys. This coordination continues as a final info work plan is still under review.
	Underutilized, blighted, and/or vacant shopping centers on Folsom Boulevard to increase mixed use and reuse in that corridor.				
Policy H 2 3	Ensure that existing housing stock within the City is maintained and remains habitable in order to assist in meeting the housing needs of the community.				
Action H 2 3 1	Continue implementing the Housing Stock Conservation Fee which is an annual fee collected on business licenses for multi-family properties. This program supports general code enforcement aimed at ensuring code compliance and general housing habitability. Additional code enforcement activities include targeted inspections by the Neighborhood Services Division to enforce higher standards for building maintenance, parking requirements, and landscaping	CDBG Funds, General Fund	Housing Services Division and Neighborhood Services Division	Annually	The City is continuing to collect the Housing Stock Conservation Fee on business licenses.
Policy H 2 4	Preserve housing units at risk of losing affordability status for units that are subsidized with federal, state, or local funds.				

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/ Steps Taken
Action H 2.4.1	The City will continue to undertake the following programs and activities during the planning period of the Housing Element. The Housing Services Division and Neighborhood Services Division will implement these efforts. The efforts listed below represent a varied strategy to mitigate potential loss of "at-risk" units due to conversion to market-rate units. These local efforts utilize existing City and local resources. They include efforts to secure additional resources from the public and private sector should they become available.	Local Housing Trust Fund, CD BG	Housing Services Division and Neighborhood Services Division	Annually	The City is developing a monitoring plan to ensure that at-risk affordable units are identified and protected or replaced. The plan should be implemented in the 2014.
	o Monitor owners of at-risk projects on an ongoing annual basis, in coordination with other public and private entities to determine their interest in selling, prepaying, terminating, or continuing participation in a subsidy program.				
	o Maintain and annually update the inventory of "at-risk" projects through the use of existing databases (e.g., California Housing Partnership Corporation (CHPC), HUD, State HCD, and California Tax Credit Allocation Committee).				
	o Take all necessary steps to ensure that a project remains in or is transferred to an organization capable of maintaining affordability restrictions for the life of the project, including proactively ensuring notices to qualified entities, coordinating an action plan with qualified entities upon notice, and assisting with financial resources or				

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/ Steps Taken
AGENDA ITEM 8.12	supporting funding applications.				
	o Ensure projects are monitored to see if they are subject to other State or local requirements regarding the provision of assistance to displaced tenants.				
	o Annually monitor local investment in projects that have been acquired by non-profit or for-profit entities to ensure that properties are well managed and maintained and are being operated in accordance with the City's property rehabilitation standards.				
	o Work with owners, tenants, and nonprofit organizations to assist in the nonprofit acquisition of at-risk projects to ensure long-term affordability of the development. Annually contact property owners, gauge interest, and identify nonprofit partners and pursue funding and preservation strategy on a project basis.				
	o Annually meet with stakeholders and housing interests to participate and support, through letters and meetings and technical assistance, local legislators in federal, state, or local initiatives that address affordable housing preservation (e.g., support state or national legislation that addresses at-risk projects, support full funding of programs that provide resources for preservation activities).				

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
	- o Use available financial resources to restructure federally assisted preservation projects, where feasible, in order to preserve and/or extend affordability. - o Annually identify funding sources for at-risk preservation and acquisition rehabilitation and pursue these funding sources at the federal, state, or local levels to preserve at-risk units on a project-by-project basis.				
Action H 2.4.2	Work with interested individuals, nonprofit housing corporations, and for-profit developers to acquire rental housing projects in need of rehabilitation, and transfer ownership, when necessary, to maintain the affordability of the units to low-income households.	General Fund, Local Housing Trust Fund and other subsidies as available	Housing Services Division	Ongoing	The City is currently working with non-profit developers to identify potential rehabilitation projects.
GOAL H 3	PROMOTE HOUSING DIVERSITY THROUGH PROVIDING A RANGE OF HIGH-QUALITY HOUSING CHOICES FOR THE COMMUNITY, INCLUDING SINGLE-FAMILY HOMES, DUPLEXES, TOWNHOMES/CONDOMINIUMS, LIVE-WORK UNITS, MIXED-USE, MULTI-FAMILY, EXECUTIVE HOUSING, AND MOBILE HOMES, THAT SERVE ALL HOUSEHOLDS, RANGING FROM THE WORKFORCE TO EXECUTIVES TO SENIORS AND OTHER SPECIAL NEEDS GROUPS.				
Policy H 3.1	Ensure that neighborhoods are developed in a balanced, sustainable manner, avoiding over-concentration of affordable housing or oversized rental complexes and providing a range of housing prices and rents.				
Action H 3.1.1	Continue to review other local jurisdictions' programs that spread a range of housing types throughout the jurisdiction.	General Fund	Housing Services Division	Ongoing	The City is maintaining a matrix of other jurisdictions' programs to encourage best practices.

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
Action H 3.1.2	The City has identified sites B-1, B-2, L-1, L-2, and L-3, in the Land Inventory (see Tables A-18, A-19, and A-20 in the Appendix) as appropriate to meet a portion of the City's RHNA. These sites are mixed use sites and require a Conditional Use Permit to allow for residential development. The CUP requirement ensures that the commercial uses are compatible with residential development. The sites already meet the location and environmental requirements of the CUP and therefore applications on these sites will be expedited. The City will monitor the development of these sites and upon consultation with developers should the CUP process pose a constraint to the development of Housing, the City will either change the CUP requirement to a Limited Use permit or find alternative sites.	General Fund	Planning Department	Annually monitor the CUP process to ensure it doesn't pose a constraint to any of the sites listed above.	These sites are located in the Villages of Zinfandel and the Mather Special Plan Area. Although discussion with potential applicants regarding the site's development is ongoing, no new entitlement has been proposed for those sites since the 2013-2021 housing element was adopted at the end of 2013.
Policy H 3.2	Provide a range of senior housing opportunities, including senior developments with single-story homes, independent living, assisted living, skilled nursing, and shared housing, and pursue opportunities and funding to convert existing apartment complexes to senior housing facilities.				
Action H 3.2.1	Research feasibility of converting existing multi-family rental housing to senior housing facilities, such as a congregate care or assisted living facility.	General Fund	Planning Department, Housing Services Division, Building Department, and Sacramento Metro Fire District	Evaluate the feasibility of converting units as sites are identified and funding becomes available.	The City has not had an opportunity to review conversion application during the last year.

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
Policy H 3.3	Provide housing for the special needs populations, including housing accessible for persons with disabilities (including veterans as a primary target group), large households, the homeless, and single-parent households.				
Action H 3.3.1	Provide accessibility in housing for persons with physical and developmental disabilities by implementing state and federal requirements by undertaking the following actions: ☐ Review regulations and procedures for City-funded or City-operated housing programs to ensure that housing needs for persons with physical and developmental disabilities are addressed. The City will continue to encourage and support housing for persons with physical and developmental disabilities, which will include assessing the need for elevator access, continued review of zoning standards, and implementation of the City's reasonable accommodation program.	General Fund	Planning Department, Building Department, and Housing Services Division	Ongoing. Provide accessibility in housing for persons with disabilities as projects are processed through the Planning Department.	The City is currently sponsoring two supportive housing projects that are targeting groups that have a high percentage disabled population – seniors and homeless veterans. Both projects should be under construction in the next year.
Action H 3.3.2	Provide incentives for the development of single-room occupancy (SRO) and supportive housing units for identified special needs groups. Incentives may include fee deferrals, reduced parking requirements, density bonus, priority permit processing, technical assistance in project processing, and accessing funding for the special needs. SROs are allowed with a conditional use permit in the RD -20, RD -25, RD -30, and high density residential (HDR) zones. To	General Fund, Local Housing Trust Fund, CDBG	Housing Services Division and Planning Department	Implemented as part of project processing and review of individual development applications	The City has not received any SRO applications or inquiries in the last year.

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/ Steps Taken
	ensure development standards do not constrain the development of SROs, the City will evaluate adopting development standards which may include: ☐ 24-hour on-site management ☐ Room limitation to single occupancy, with allowance for overnight guests ☐ Requirements for monthly tenancies ☐ Units must be 250–300 square feet in size and include kitchen or bathroom ☐ Parking ratio of one space per unit or less, and bicycle rack storage of one rack per 5 units The Planning Department and Housing Services Division will review development standards to see if they act as a constraint as SRO applications are submitted.				
Action H 3.3.3 AGENDA ITEM 8.12	Participate in regional coordination for homeless services and facilities. The City will continue to support existing facilities and programs (including financial support when appropriate and necessary) and permit homeless facilities in the Office/Industrial/Mixed Use (OIMU) and the Light Industrial Business Park (LBP) zones. The City will permit and continue to allow transitional and supportive housing in all residential	General Fund, State Emergency Shelter Program, HUD, other specialized funding	Housing Services Division	Participate in regional coordination on an annual basis. Develop managerial standards for homeless facilities within one year of adoption of the Housing Element.	The City is currently participating in the Continuum of Care through Sacramento County. The City is also the physical location of the largest transitional housing facility in the County – the Mother Community Campus. The City is currently working on another transitional living facility for homeless veterans in need of intense programmatic support. Transitional housing

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/ Steps Taken
	zones subject to the same restrictions that apply to other residential uses of the same type in the same zone. The City will establish managerial standards for homeless facilities that will include the following: maximum number of beds; - o Off-street parking based upon demonstrated need; - o Size and location of on-site waiting and intake areas; - o Provision of on-site management; - o Proximity to other shelters; - o Length of stay; - o Lighting; and - o Security during hours when the shelter is open				facilities receive special consideration during the entitlement process, including parking reductions and density bonuses. All transitional facilities are required to have a management plan.
Policy H 3.4	The City will continue to promote equal housing opportunity for all persons regardless of race, religion, sex, marital status, ancestry, national origin, color, disability, familial status, source of income, or sexual orientation.				
Action H 3.4.1	The City will continue implementation of its Fair Housing Plan that works to affirmatively further fair housing. The Plan is part of a new fair housing effort that the City began in fiscal year 2012-2013, and includes:	General Fund, CDBG funds	Housing Services Division	Ongoing	The City is continuing to carry out its Fair Housing Plan, and is partnering with other local jurisdictions to attain additional scale and to leverage funding to ensure robust Fair Housing enforcement. This includes Site Testing for discrimination, partnerships with the Rental Housing Association, and the
	o Production, marketing, and distribution of fair housing materials, and marketing in non-English languages				

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
	- o Fairhousing case intake, and routing of fairhousing complaints through the City's Fair Housing Representative - o Routing of potential fairhousing cases to the appropriate entities, including Sacramento Self-Help Housing, HUD, California Department of Fair Employment and Housing, Legal Services of Northern California, and the California Department of Consumer Affairs, etc. - o Strategic implementation of activities and programs intended to address the impediments to fairhousing identified in the City's Analysis of Impediments to Fair Housing (AI) completed in 2010.				SHRA.
Action H 3.4.2	Per Chapter 1.10 of the Zoning Code (Entitlements), the City will allow requests for reasonable accommodation in regard to relief from the various land use or zoning rules, policies, practices, and/or procedures that may be necessary to ensure equal access to housing designed for, intended for occupancy by, or with supportive services for individuals with disabilities as required in the Zoning Code.	General Fund	Planning Department	Ongoing	Although there has been some minor discussion regarding reasonable accommodations with certain information requests by the public, there has not been a formal reasonable application submitted in 2013. The City will continue to work to accommodate individuals that require reasonable accommodations consistent with the provision of the zoning code.
GOAL H 4	PURSUE SUSTAINABLE DEVELOPMENT AND ENERGY EFFICIENCY FOR NEW RESIDENTIAL DEVELOPMENT AND EXISTING HOUSING STOCK.				

2015 Housing Element Annual Report

ATTACHMENT 3

	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
Policy H 4.1	Require energy efficiency in the design and construction of housing developments through implementation of the State Energy Conservation Standards (Title 24). The long-term economic and environmental benefits of energy efficiency shall be weighed against any increased initial costs of energy saving measures. Encourage sustainable development by reducing energy use.				
Action H 4.1.1	Partner with SMUD and PG & E to develop model programs for energy efficiency in new development without increasing costs to the homebuyer, and post and distribute information on currently available weatherization and energy conservation programs to residents and property owners as well as encourage participation in SMUD's photovoltaic (solar), energy efficiency, peak reduction, and other comparable programs. The City will distribute information through the City's newsletter, annual mailings in City utility billings, distribution of program information to community organizations and at municipal offices, and postings on the City's website. To best capture the ethnic diversity of the community, information will be available in the four major languages used in the community and other languages on demand.	General Fund	Planning and Building Departments	Ongoing	This program has not been completed since the 2013-2021 housing element was adopted in late 2013. The planning and building department continue to coordinate efforts to encourage energy efficiency in design however a City wide distribution with the help from SMUD and PG & E has yet to occur.
GOAL H 5	PURSUE PUBLIC AND PRIVATE RESOURCES AVAILABLE TO PROMOTE DIVERSE HOUSING OPPORTUNITIES, AND PARTICULARLY TO ASSIST IN THE CREATION OF WORKFORCE HOUSING AND SPECIAL NEEDS HOUSING.				
Policy H 5.1	Partner with private organizations to encourage housing investment in the City.				

2015 Housing Element Annual Report

ATTACHMENT 3

	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
Action H 5.1.1	Consider creating a local housing foundation/trust that may be funded by for-profit and non-profit partners as well as major employers as well as funding from potential in-lieu fees and land grants from new developments.	General Fund	Economic Development Department	Determine viability of creating a local housing trust fund by end of fiscal year 2014.	The City is working on the viability of a local housing trust for long term property and fee management.
Policy H 5.2	Pursue state and federal funding sources needed to achieve the desired range of housing choice.				
Action H 5.2.1	Pursue available and appropriate state and federal funding sources to support efforts to meet new construction needs of extremely low-, very low-, low-, and moderate-income households. Appropriate sources of funding will be determined on a case-by-case basis. (See Program Timeframe and Potential Funding below.) The City will collaborate with nonprofit organizations and agencies such as Northern California Construction Training, Community Housing Opportunity Corporation. Potential funding sources for this program will include the CDBG, HOME, CalHome, and BEG IN programs, the state Multi-Family Housing Program, California Housing Finance Agency programs (such as HELP), tax exempt bond financing, low-income housing tax credits, the Federal Home Loan Bank Affordable Housing Program, and various other HUD programs for special needs groups.	Economic Development Initiations Grant (EDI) CDBG, HOME, CalHome, BEG IN, Multi-Family Housing program, California Housing Finance Agency, HELP Program, HUD Program Section 221(d), Section 202 (elderly), Section 811 (persons with disabilities), Federal Home Loan Bank, Tax Exempt Bonds, Low-Income Housing Tax Credits (state and federal), and Housing Tax Increment Funds, Workforce Housing Reward Program Funds	Housing Services Division	Ongoing. The City will apply for all of the above loans and grants as Notices of Funding Available (NOFAs) are released from HUD	The City is continuing to apply for any and all available and applicable grants and other funding for affordable housing. These include HOME grant applications, Infill grant applications, Urban Lift neighborhood applications, Tax Credits, and other assorted funding opportunities.

2015 Housing Element Annual Report

ATTACHMENT 3

	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
Action H 522	Work with financial institutions serving Rancho Cordova to solicit interest in providing financing for extremely low-, very low-, low-, and moderate-income housing as part of their responsibilities under the Federal Community Reinvestment Act (CRA). The City will seek specific lending commitments to be used in conjunction with state and federal funds. The City will work with interested lending institutions and developers to use existing CRA-funded programs through the Federal Home Loan Bank Board and the Federal Reserve Bank Board.	CDBG, HOME and other funds (as funding becomes available to the City)	Housing Services Division	Meet with financial institutions serving Rancho Cordova regularly to determine what funding is available for lower-income households.	The City is exploring opportunities to work with financial institutions to encourage CRA investment.
Policy H 53	Cooperate with affordable housing providers and provide regulatory and financial incentives to develop, acquire, rehabilitate, and/or manage housing affordable to extremely low-, very low-, low-, or moderate-income households.				
Action H 531	To promote the development of affordable housing, the City will market available incentives by advertising on the City's website, publishing brochures and making referrals. The incentives for developers may include:	General Fund	Housing Services Division and Planning Department	Offer incentives as projects are processed through the Planning Department.	The City is working to encourage development of affordable housing project as funds and resources become available.
	☐ Financial assistance (based on availability of housing funds)				
	☐ Expedited development review				
	☐ Streamlined processing				
	☐ Density bonuses				
	Given equal quality of design, priority will be given to projects containing units affordable to extremely low and very low-income households.				

2015 Housing Element Annual Report

ATTACHMENT 3

	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/ Steps Taken
Policy H 5.4	Require non-residential development to provide for the affordable housing needs generated or contributed to by their development.				
Action H 5.4.1	The City will continue to explore the option of updating the existing Housing Trust Development Impact Fee (fee for non-residential development that funds the Local Housing Trust Fund) to better address the needs and desires of City. The update to the fee program shall include the following: ☐ An updated nexus study addressing the extremely low-, very low- and low-income housing needs generated by non-residential development, including the cost to provide a variety of lower-income housing types; ☐ A fee structure based on defined types of non-residential development that are consistent with uses identified in the Zoning Code; ☐ A fee component to cover administrative costs; ☐ An annual inflationary adjustment; ☐ Exempt uses; and ☐ Allowed uses of the fee, including its use to provide pre-development, construction, and permanent financing for affordable multi-family projects and provide a homebuyer assistance program.	General Fund	Housing Services Division	Determine the viability of updating the Housing Trust Development Impact Fee by end of fiscal year 2016. Annually review fee to determine if additional updates are necessary to reflect changes in real estate market.	The City is working with the Finance department to assess the opportunity of updating the Housing Trust Development Impact Fee in the next year.

MEMORANDUM

DATE: March 21, 2016

TO: Honorable Mayor and Council Members

FROM: Stacy Delaney, Community Enhancement Analyst

SUBJECT: RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE THE FIRST AMENDMENT WITH FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT TO CREATE SCHOOL COMMUNITY GARDENS AT THREE ELEMENTARY SCHOOL SITES IN RANCHO CORDOVA



RECOMMENDATION

Adopt Resolution No. 28-2016.

RESULT OF RECOMMENDED ACTION

The contract amendment will increase the total contract amount from \$16,000 to \$24,000. The increase in funds under this Agreement allows for the construction of a raised bed school community garden project at three school sites within Folsom Cordova Unified School District.

BACKGROUND

In October 2015, the City entered into an agreement with Folsom Cordova Unified School District to construct gardens at Rancho Cordova Elementary, Williamson Elementary, Cordova Villa Elementary, Cordova Gardens Elementary, Cordova Meadows Elementary, and Cordova Lane Center. In evaluating the work required to complete the raised bed school community garden projects, meet accessibility requirements, and provide for gardens that can be maintained and utilized by all elementary school students at the school sites and not just the pre-K students as originally identified in the project application, it was determined that the project scope requires more funding to complete the garden projects at the school sites. It was also determined that the district does not have the capacity to construct all six garden projects this fiscal year according to the enhanced requirements.

Three of the six school sites will have raised bed school community gardens constructed this fiscal year. Folsom Cordova Unified School District will submit an application for funding from the FY 2016/2017 Community Enhancement Fund to complete the three remaining school sites.

ATTACHMENT

Resolution No. 28-2016, including Exhibit 1 Contract No. 144-2015-1.

CITY OF RANCHO CORDOVA

RESOLUTION NO. 28-2016

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT AMENDMENT
144-2015-1 WITH FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT TO INCREASE
THE CONTRACT AMOUNT FROM \$16,000 TO \$24,000**

WHEREAS, The Parties entered into an agreement for use of City funds dated October 22, 2015; and

WHEREAS, adoption of this resolution will authorize the City Manager to execute contract amendment 144-2015-1 to increase the contract amount from \$16,000 to \$24,000 for creation of school community gardens at three elementary school sites within Folsom Cordova Unified School District; and

WHEREAS, the garden sites will include three of the following schools (Rancho Cordova Elementary, Williamson Elementary, Cordova Villa Elementary, Cordova Gardens Elementary, Cordova Meadows Elementary, and Cordova Lane Center), and

WHEREAS, the necessary adjustments to the project allocation (increases or decreases) will exceed the individual or cumulative amount the City Manager has authorization to approve, and

WHEREAS, there are sufficient funds budgeted to cover the costs of the Agreement.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA does authorize the City Manager to execute a contract with Folsom Cordova Unified School District, Provider, attached as **Exhibit 1**.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the ____ day of _____, 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

David M. Sander, Mayor

ATTEST:

Mindy Cuppy, MMC, City Clerk

EXHIBIT 1
CONTRACT NO.: 144-2015-1

AMENDMENT NO. 1 TO
AGREEMENT BETWEEN CITY OF RANCHO CORDOVA
AND FOLSOM CORDOVA UNIFIED SCHOOL DISTRICT FOR USE OF CITY FUNDS

This Amendment is made by and between the City of Rancho Cordova, a California municipal corporation ("City"), and Folsom Cordova Unified School District ("Provider") a California K-12 public school district, as of March 21, 2016.

Whereas, City has allocated City funds to Provider for the purpose of constructing a school community garden at elementary school sites in Rancho Cordova; and

Whereas, City and Provider entered into an agreement for use of City funds dated October 22, 2015, pursuant to which Provider will provide the services described above; and

Whereas, City and Provider now desire to amend the agreement for use of City funds to provide for an increased funding allocation for the creation of school community gardens at three elementary school sites within the Folsom Cordova Unified School District. The school garden sites will include three of the following schools (Rancho Cordova Elementary, Williamson Elementary, Cordova Villa Elementary, Cordova Gardens Elementary, Cordova Meadows Elementary, and Cordova Lane Center).

City and Provider agree as follows:

The Agreement Between City of Rancho Cordova and Folsom Cordova Unified School District For Use of City Funds, dated October 22, 2015, (the "Agreement") is hereby amended as follows:

1. The funding amount has been increased to \$24,000, an overall increase of \$8,000 over the original funding allocation.
2. The school community garden locations have been changed from all Pre-K kindergarten sites in Rancho Cordova to three (3) elementary school sites in Rancho Cordova.
3. Exhibit A of the Agreement is amended in its entirety to read as set forth on the Exhibit A attached hereto.
4. All other terms and conditions of the Agreement remain in full force and effect.

Signatures on following page.

EXHIBIT 1
CONTRACT NO.: 144-2015-1

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 :

PROVIDER :

Cyrus Abhar
City Manager

Jim Bonovich
Operations and Maintenance Director

Date: _____

Date: _____

Attest:

Mindy Cuppy, City Clerk

Date: _____

Approved as to Form :

Adam U. Lindgren, City Attorney

EXHIBIT 1
CONTRACT NO.: 144-2015-1

EXHIBIT A
SCOPE OF SERVICES

Provider: Folsom Cordova Unified School District
Address: 1965 Birkmont Drive, Rancho Cordova, CA 95742

Telephone: 916-631-0501

Email: jbonovic@fcsd.org

Contact Person/Title: Jim Bonovich, Operations and Maintenance Director

Funding Allocation: \$24,000

Term: October 22, 2015–June 30, 2016

1. Services to be Provided: Provider shall construct a raised bed school community garden at three (3) of the following six (6) schools:

- Rancho Cordova Elementary
- Williamson Elementary
- Cordova Villa Elementary
- Cordova Gardens Elementary
- Cordova Meadows Elementary
- Cordova Lane Center

The gardens shall be used in the schools' curriculum to enhance education in the areas of ecology, science and nature. The gardens will be tended by students and parents.

Provider agrees that any construction related to the gardens shall comply with accessibility requirements under the Americans with Disabilities Act and related regulations when constructing the gardens including, but not limited to, those pertaining to entrance accessibility, width and surface materials of pathways as to allow for disabled access to at least one part of the garden and at least one gardening plot. For example, at least one gardening plot at each school site should be raised to make it accessible to an individual in a wheelchair.

2. Units of Service to be Provided: Three (3) school gardens to be constructed at school sites selected by Folsom Cordova Unified School District out of the available list of six (6) garden sites above.

Use of Funds: The funds shall be used as follows:

The funds shall be used to construct school gardens at three (3) of the six (6) Folsom Cordova Unified School District elementary sites identified above. It is the Providers responsibility to meet all prevailing wage requirements.

EXHIBIT 1
CONTRACT NO.: 144-2015-1

3. Eligibility Criteria for Qualification of Recipients for Services: N /A

Provider shall keep documentation confirming eligibility requirements were met.

4. Allocation and Payment of Funds: City shall pay the funds allocated pursuant to this Amendment which are in addition to the allocation set forth in the original Agreement to Provider in one lump sum upon execution of this Amendment.

5. Reports: Provider shall file the following reports with City on the dates set forth below :

5.1 Report for Use of City Funds: June 30, 2016

5.2 Outcomes Report: June 30, 2016. The Outcomes Report shall identify the school sites at which gardens were constructed, a description of how the garden was incorporated into classroom curriculum, information regarding the number of students, parents, and community members who participated in tending the garden and an evaluation of the overall success of the program.

2618094.1

MEMORANDUM

DATE: March 21, 2016

TO: Honorable Mayor and Council Members

FROM: Stacy Delaney, Community Enhancement Analyst

SUBJECT: RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE THE FIRST AMENDMENT WITH NAVIGATOR ELEMENTARY SCHOOL TO CREATE A SCHOOL GARDEN AT NAVIGATOR ELEMENTARY SCHOOL.



RECOMMENDATION

Adopt Resolution No. 27-2016.

RESULT OF RECOMMENDED ACTION

The contract amendment will increase the total contract amount from \$2,070 to \$7,000. The increase in funds under this Agreement allows for the construction of a raised bed school community garden project at Navigator Elementary School.

BACKGROUND

In September 2015, the City entered into an agreement with Navigator Elementary School. In evaluating the work required to complete the raised bed school community garden project, meet accessibility requirements, and provide for gardens that can be maintained and utilized by all elementary school students at the school site, it was determined that the project scope requires more funding to complete the garden project at the school.

ATTACHMENT

Resolution No. 27-2016, including Exhibit 1 Contract No. 101-2015-1.

CITY OF RANCHO CORDOVA

RESOLUTION NO. 27-2016

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
AUTHORIZING THE CITY MANAGER TO EXECUTE A CONTRACT AMENDMENT
101-2015-1 WITH NAVIGATOR ELEMENTARY SCHOOL TO INCREASE THE CONTRACT
AMOUNT FROM \$2,070 TO \$7,000**

WHEREAS, The Parties entered into an agreement for use of City funds dated September 25, 2015; and

WHEREAS, adoption of this resolution will authorize the City Manager to execute contract amendment 101-2015-1 to increase the contract amount from \$2,070 to \$7,000 for creation of a school garden for students to plant and tend; and

WHEREAS, the necessary adjustments to the project allocation (increases or decreases) will exceed the individual or cumulative amount the City Manager has authorization to approve, and

WHEREAS, there are sufficient funds budgeted to cover the costs of the Agreement.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA does authorize the City Manager to execute a contract with Navigator Elementary School, Provider, attached as **Exhibit 1**.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the ____ day of _____, 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

David M. Sander, Mayor

ATTEST:

Mindy Cuppy, MMC, City Clerk

EXHIBIT 1
CONTRACT NO.: 101-2015-1

AMENDMENT NO. 1 TO
AGREEMENT BETWEEN CITY OF RANCHO CORDOVA
AND NAVIGATOR ELEMENTARY SCHOOL FOR USE OF CITY FUNDS

This Amendment is made by and between the City of Rancho Cordova, a California municipal corporation ("City"), and Navigator Elementary School, a school within the Folsom Cordova Unified School District ("Provider") as of March 21, 2016.

Whereas, City has allocated City funds to Provider for the purpose of creating a school garden for students to plant and tend; and

Whereas, City and Provider entered into an agreement for use of City funds dated September 25, 2015, pursuant to which Provider will provide the services described above; and

Whereas, City and Provider now desire to amend the agreement for use of City funds to provide for an increased funding allocation for the creation of a school garden at Navigator Elementary School.

City and Provider agree as follows:

The Agreement Between City of Rancho Cordova and Navigator Elementary School For Use of City Funds, dated September 25, 2015, (the "Agreement") is hereby amended as follows:

1. The funding amount has been increased to \$7,000, an overall increase of \$4,930 over the original funding allocation.
2. Exhibit A of the Agreement is amended in its entirety to read as set forth on the Exhibit A attached hereto.
3. All other terms and conditions of the Agreement remain in full force and effect.

Signatures on following page.

EXHIBIT 1
CONTRACT NO.: 101-2015-1

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 :

PROVIDER :

 Cyrus Abhar
 City Manager

 Jim Bonovich
 Operations and Maintenance Director

Date: _____

Date: _____

Attest:

 Mindy Cuppy, City Clerk

Date: _____

Approved as to Form :

 Adam U. Lindgren, City Attorney

EXHIBIT 1
CONTRACT NO.: 101-2015-1

EXHIBIT A
SCOPE OF SERVICES

Provider: Navigator Elementary School
Address: 10679 Bear Hollow Drive, Rancho Cordova, CA 95670

Telephone: 916-294-2420

Email: cvargas@fousd.org

Contact Person/Title: Carole Vargas, Principal

Funding Allocation: \$7,000

Term: October 21, 2015–June 30, 2016

1. Services to be Provided: Provider shall establish a raised bed school community garden at Navigator Elementary school. The garden shall be used in the school's curriculum to enhance education in the areas of ecology, science and nature. The gardens will be tended by students and parents.

Provider agrees that any construction related to the garden shall comply with accessibility requirements under the Americans with Disabilities Act and related regulations when constructing the gardens including, but not limited to, those pertaining to entrance accessibility, width and surface materials of pathways as to allow for disabled access to at least one part of the garden and at least one gardening plot. For example, at least one gardening plot should be raised to make it accessible to an individual in a wheelchair.

2. Units of Service to be Provided: N/A

3. Use of Funds: The funds shall be used as follows:

Garden Supplies:	\$700
Seeds and Garden Tools:	\$100
Garden Books and Curriculum :	\$200
Garden Construction:	\$6,000

Total: \$7,000

It is the Providers responsibility to meet all prevailing wage requirements.

a. The amounts listed above are estimates of the expenditures and may vary. However, the amount may not vary by more than 10% (with City Manager approval) unless the Agreement is amended. In no event shall the City's total payment to Provider under the Agreement exceed the total allocation shown above.

EXHIBIT 1
CONTRACT NO.: 101-2015-1

4. Eligibility Criteria for Qualification of Recipients for Services: N /A

Provider shall keep documentation confirming eligibility requirements were met.

5. Allocation and Payment of Funds: City shall pay the funds allocated pursuant to this Amendment which are in addition to the allocation set forth in the original Agreement to Provider in one lump sum upon execution of this Amendment.

6. Reports: Provider shall file the following reports with City on the dates set forth below :

6.1 Report for Use of City Funds: June 30, 2016

6.2 Outcomes Report: June 30, 2016. The Outcomes Report shall include a description of how the garden was incorporated into classroom curriculum, information regarding the number of students, parents, and community members who participated in tending the garden and an evaluation of the overall success of the program.

MEMORANDUM



DATE: March 21, 2016
TO: Honorable Mayor and Council Members
FROM: Albert Stricker, Interim Public Works Director
SUBJECT: RESOLUTION APPROVING THE ABANDONMENT OF A PORTION OF A PUBLIC UTILITY EASEMENT LOCATED AT 10481 ARMSTRONG AVENUE

RECOMMENDATION

Adopt Resolution No. 21-2016.

RESULT OF RECOMMENDED ACTION

Adoption of this resolution will abandon and eliminate a portion of a public utility easement located at 10481 Armstrong Avenue.

BACKGROUND

The building located at 10481 Armstrong Avenue within the Mather Business Park was built when Mather Air Force Base was active. Subsequently, a grant deed was recorded March 14, 2000 by The Redevelopment Agency of the County of Sacramento acting to carry out the Redevelopment Plan of the base to Plant Brothers Corporation reserving a public utility easement. A portion of the existing building is located within this public utility easement. GPR Ventures, the current owner of 10481 Armstrong Avenue is requesting the portion of the easement located within the building footprint be abandoned.

All affected utility companies have provided written letters of no objection to the abandonment of this easement; therefore, the easement is no longer needed and may be abandoned.

FISCAL IMPACT

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

ATTACHMENT

Resolution No. 21-2016, including Exhibit A and B.

CITY OF RANCHO CORDOVA

RESOLUTION NO. 21-2016

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA
TO VACATE A PUBLIC UTILITY EASEMENT PURSUANT TO THE PROVISIONS OF
CHAPTER 3, PART 3 OF PUBLIC STREETS, HIGHWAYS, AND SERVICE EASEMENTS
VACATON LAW COMMENCING AT SECTION 8320 OF THE CALIFORNIA STREETS AND
HIGHWAYS CODE**

WHEREAS, a hearing date was scheduled for a proposed resolution to vacate a public utility easement; and

WHEREAS, a notice of the hearing has been posted at City hall at least two weeks in advance of the hearing; and

WHEREAS, at least two weeks before the day set for the hearing at least three notices of vacation were conspicuously posted along the easement to be vacated, not more than 300 feet apart; and

WHEREAS, the hearing described above has been conducted, and this Council, having heard and considered all oral, documentary and other evidence presented, hereby finds, determines and order as follow.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF RANCHO CORDOVA that the Council hereby finds as follows:

- a) The existing public utility easement is located within the footprint of an existing building.
- b) A letter stating no objection to the abandonment of the PUE has been received from the affected utility companies.
- c) The Department of Public Works recommends this abandonment be approved.

BE IT FURTHER RESOLVED AND ORDERED That the following described portion of the public utility easement recorded in Book 20000314, Page 1693 of Official Records is hereby vacated.

See attached exhibit "A" and "B"

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the _____ day of _____, 2016 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

David M. Sander, Mayor

ATTEST:

Mindy Cuppy, MMC, City Clerk



EXHIBIT "A"
PUBLIC UTILITY EASEMENT ABANDONMENT
PLANT BROS. CORP.
APN 067-0010-055

PARCEL 1

ALL THAT PORTION OF A PARCEL AS DESCRIBED IN THAT DEED RECORDED IN BOOK 20000314, PAGE 1693, OFFICIAL RECORDS OF SACRAMENTO COUNTY, COUNTY OF SACRAMENTO, STATE OF CALIFORNIA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHEAST CORNER OF SAID PARCEL; THENCE ALONG THE EAST LINE OF SAID PARCEL, NORTH 04°28'54" WEST 115.79 FEET; THENCE LEAVING SAID EAST LINE, SOUTH 85°31'06" WEST 30.00 FEET TO THE WESTERLY RIGHT-OF-WAY LINE OF VON KARMAN STREET AND THE POINT OF BEGINNING; THENCE ALONG SAID WESTERLY RIGHT-OF-WAY LINE, SOUTH 04°28'54" EAST 11.00 FEET; THENCE LEAVING SAID WESTERLY RIGHT-OF-WAY LINE, SOUTH 85°31'06" WEST 12.50 FEET; THENCE NORTH 04°28'54" WEST 11.00 FEET; THENCE NORTH 85°31'06" EAST 12.50 FEET TO THE POINT OF BEGINNING.

CONTAINING A TOTAL AREA OF 138 SQUARE FEET, MORE OR LESS.

PARCEL 2

ALL THAT PORTION OF A PARCEL AS DESCRIBED IN THAT DEED RECORDED IN BOOK 20000314, PAGE 1693, OFFICIAL RECORDS OF SACRAMENTO COUNTY, COUNTY OF SACRAMENTO, STATE OF CALIFORNIA, MORE PARTICULARLY DESCRIBED AS FOLLOWS:

COMMENCING AT THE SOUTHWEST CORNER OF SAID PARCEL; THENCE ALONG THE WEST LINE OF SAID PARCEL, NORTH 04°30'43" WEST 116.20 FEET; THENCE LEAVING SAID WEST LINE, NORTH 85°29'17" EAST 28.00 FEET TO THE WESTERLY LINE OF A 12.5-FOOT PUBLIC UTILITY EASEMENT AS DESCRIBED IN SAID DEED AND THE POINT OF BEGINNING; THENCE ALONG SAID WESTERLY LINE, SOUTH 04°30'43" EAST 11.00 FEET; THENCE LEAVING SAID WESTERLY LINE, NORTH 85°29'17" EAST 12.50 FEET; THENCE NORTH 04°30'43" WEST 11.00 FEET; THENCE SOUTH 85°29'17" WEST 12.50 FEET TO THE POINT OF BEGINNING.

CONTAINING A TOTAL AREA OF 138 SQUARE FEET, MORE OR LESS.

THE ATTACHED PLAT ENTITLED "EXHIBIT B" IS MADE A PART OF THIS LEGAL DESCRIPTION.

END OF DESCRIPTION

PAGE 1 OF 2

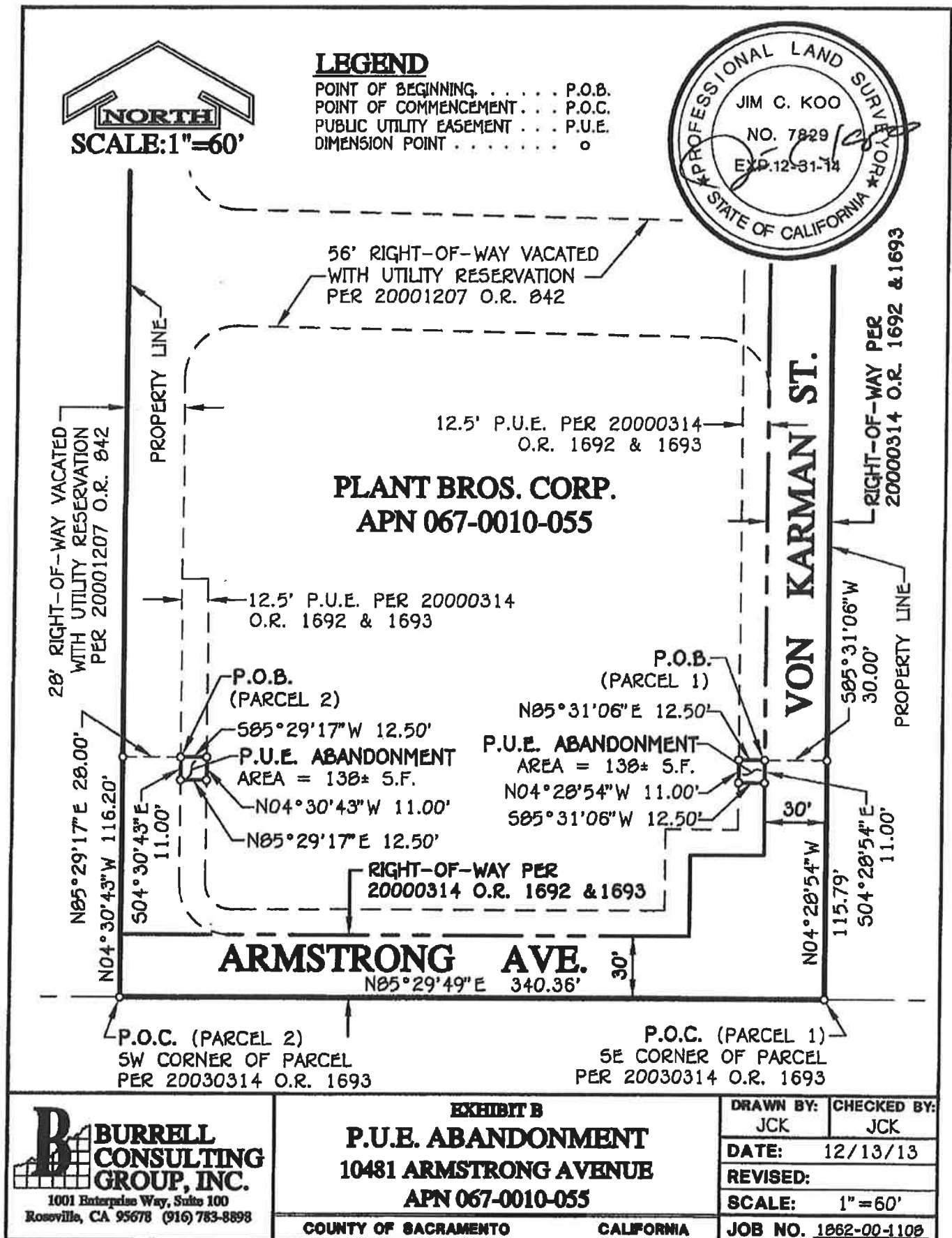
THIS DESCRIPTION WAS PREPARED BY ME OR UNDER MY DIRECTION PURSUANT TO THE REQUIREMENTS OF THE PROFESSIONAL LAND SURVEYOR'S ACT.


PREPARED BY: JIM C. KOO, L.S. 7829
EXP. DATE: DECEMBER 31, 2014
DATE: DECEMBER 13, 2013



PAGE 2 OF 2





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