

CITY OF RANCHO CORDOVA



CITY COUNCIL MEETING

Monday, March 15, 2021

4:30 PM – Special Meeting/Closed Session

5:30 PM – Regular Meeting

In response to Governor's Executive Order N-29-20 and the Resolution Declaring the Existence of a Local Emergency Relating to the COVID-19 Pandemic adopted by the City of Rancho Cordova, the City Council meetings are currently Teleconference Meetings Only to align with local and federal guidelines and social distancing recommendations for the containment of COVID-19. If there is a need for training or assistance in using the teleconferencing platform, please contact the office of the City Clerk no later than 10:00 a.m. Monday, March 15, 2021 at (916) 851-8720.

City Hall
2729 Prospect Park Drive, Rancho Cordova

Join the Meeting Via Zoom Link:

<https://cityofranhocordova.zoom.us/j/98676828696?pwd=amJkZVU5QzFwYzY3MVhSYmVmcjFuZz09>

Join the Meeting via the Zoom Phone Number

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

Webinar ID: 986 7682 8696

Password: 419944

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

Instructions to Make Public Comment

Submitting Public Comment via Email

Members of the public who wish to provide public comment via email will need to submit comments to CityClerk@cityofranchocordova.org no later than 2:30 p.m. on Monday, March 15, 2021. All comments submitted later than 2:30 p.m. will be sent to the City Council for their review and may not be read during the meeting.

During the meeting, members of the public who wish to provide verbal comments during the meeting can do so by video/teleconference. If you wish to provide verbal comments via video/teleconference, follow these instructions:

Listening to a Zoom Meeting by Zoom Video Conference

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

Listening to a Zoom Meeting by Phone Only

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

All public comments will be limited to three-minutes.

If you have questions related to the City Council Meeting or the use of Zoom, please contact the City Clerk’s Office at (916) 851-8720 Monday, March 15, 2021 before 2:30 p.m.

AMENDED AGENDA

1. SPECIAL MEETING - CALL TO ORDER/ROLL CALL

Council Members Budge, Pulipati, Sander, Terry, and Mayor Gatewood

2. PUBLIC COMMENT

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

3. ADJOURN TO CLOSED SESSION

Mayor Gatewood will adjourn the Special Meeting to closed session.

4. CLOSED SESSION - CALL TO ORDER/ROLL CALL

Council Members Budge, Pulipati, Sander, Terry, and Mayor Gatewood

5. CLOSED SESSION

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

1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS: Pursuant to Government Code

Section 54956.8: Property Address 2875 Kilgore Road. Assessor's Parcel Number 072-0490-024. City Negotiators: Cyrus Abhar, City Manager and Adam U. Lindgren, City Attorney. Negotiating Parties: West Taron Holdings, LLC or Assignee.

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

6. OPEN SESSION - REPORT FROM CLOSED SESSION

The City Attorney will report on action taken in closed session.

7. ADJOURN TO REGULAR MEETING

Mayor Gatewood will adjourn to the Regular City Council meeting.

8. REGULAR MEETING - CALL TO ORDER/ROLL CALL

Council Members Budge, Pulipati, Sander, Terry, and Mayor Gatewood

9. METRO CABLE TV TELEVISION ANNOUNCEMENT

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

10. PLEDGE OF ALLEGIANCE

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

11. INVOCATION

Elizabeth Brick from the United Methodist Church will give the invocation.

12. PRESENTATIONS

12.1. Presentation of Proclamation to the Rancho Cordova Whisker Warriors in Honor of their Service and Dedication to Reducing Animal Overpopulation in Rancho Cordova.

13. PUBLIC COMMENT

Citizens wishing to address the Council for any matter not on the agenda may do so at this time via teleconference using Zoom.

If you want to make a public comment, please use the "raise hand" feature at the bottom center of the screen. If you are participating by telephone and you want to make a public comment, please press *9 to raise your hand. For those participating by Zoom or telephone, please wait to be called upon by the City Clerk.

Speakers are encouraged to keep comments to three minutes or less and to state name and community of residence. Under the provisions of the California Government Code, the City Council is prohibited from discussing or taking immediate action on any item not on the agenda unless it can be demonstrated to be of an emergency nature or the need to take immediate action arose after the posting of the agenda.

14. COUNCIL REPORTS

15. CITY MANAGER'S REPORT

16. CONSENT CALENDAR ITEMS - ROLL CALL VOTE

- 16.1. **Subject:** Meeting Minutes from the Regular City Council Meeting of March 1, 2021, the Special Meeting of March 2, 2021, and the Special Meeting of March 10, 2021
Recommendation: Adopt the Minutes.
- 16.2. **Subject:** 2020 General Plan Annual Report to Include the Housing Element and Multi-Jurisdictional Hazard Mitigation Plan Annual Report.
Recommendation: Receive the 2020 General Plan and Housing Element Annual Report to include the Multi-Jurisdictional Hazard Mitigation Plan as required by State law.
- 16.3. **Subject:** Annexation of the Rio Del Oro (Elliott Homes Portion) project to the City of Rancho Cordova Community Facilities District No. 2014-2 (Street, Lighting, and Landscape Maintenance).
Recommendation: Adopt the Resolution.
- 16.4. **Subject:** Annexation of Rio Del Oro (Elliott Homes Portion) Project to the City of Rancho Cordova Community Facilities District No. 2018-2 (Community Places and Neighborhood Greens).
Recommendation: Adopt the Resolution.
- 16.5. **Subject:** A Resolution Declaring City's Intention to Impose an Annual Stormwater Utility Fee for the Maintenance of Storm Drainage and Flood Protection Systems for the Rio Del Oro (Elliott Homes Portion) Project.
Recommendation: Adopt the Resolution.
- 16.6. **Subject:** A Resolution Increasing the Annual Stormwater Utility Fee for Fiscal Year 2021-2022.
Recommendation: Adopt the Resolution.
- 16.7. **Subject:** A Resolution Authorizing the Acquisition of Properties at 10275 Folsom Blvd and 10275 Dawes St, Rancho Cordova, and Authorizing Execution of a Purchase and Sale Agreement, and Certificate of Acceptance and Recordation of a Grant Deed.
Recommendation: Adopt the Resolution.
- 16.8. **Subject:** A Resolution Authorizing the Acquisition of Properties at 10456 and 10448 Investment Circle, Rancho Cordova, and Authorizing Execution of a Purchase and Sale Agreement, and a Certificate of Acceptance and Recordation of a Grant Deed.
Recommendation: Adopt the Resolution.
- 16.9. **Subject:** An Urgency Ordinance Establishing 15% Delivery Fee Limit on Third-Party Delivery Services.
Recommendation: Waive the first reading and adopt an urgency ordinance.
- 16.10. **Subject:** A Resolution Condemning Racism, Xenophobia and Intolerance against Asian Americans and Promoting Inclusion and Belonging of People of All Races.
Recommendation: Adopt the Resolution.
17. **CONSENT PUBLIC HEARING ITEMS - ROLL CALL VOTE**
 - 17.1. **Subject:** An Ordinance Amending Sections of Title 8 Chapter 8.01 and 8.07 of the Rancho Cordova Municipal Code Related to Potentially Dangerous and Vicious Animals and Resolution Adopting Changes to the Animal License Fees and Potentially Dangers/Vicious Animal Permit Fees.

Recommendation: Introduce and waive first reading of the Ordinance and adopt the Resolution changing fees related to animal licenses and potentially dangerous animals and vicious animal permit fees.

- 17.2. **Subject:** A Resolution Creating Special Tax Area Zone 27 and an Ordinance Establishing a Special Tax for Transit-Related Services for the Rio Del Oro (Elliott Homes Portion) Project.
Recommendation: Adopt the Resolution and waive first reading and introduce the Ordinance.

18. PUBLIC HEARING ITEMS

- 18.1. **Subject:** An Ordinance Amending Title 23 Zoning Code, Article 3 Zoning Districts, Allowable Uses and General Development Standards, Article 9 Special Use Provisions and Article 11 Definitions of the City of Rancho Cordova Municipal Code in Regard to Emergency Shelters.
Recommendation: Introduce and waive the first reading of the Ordinance.
- 18.2. **Subject:** Public Meeting to Renew the Rancho Cordova Tourism Business Improvement District.
Recommendation: Open public testimony to allow members of the public to provide comments on the renewal of the Rancho Cordova Tourism Marketing District (RCTBID).

19. REGULAR CALENDAR ITEMS

- 19.1. **Subject:** Rancho Cordova Police Department 2021 First Quarter Council Update.
Recommendation: Receive information.
- 19.2. **Subject:** Fiscal Year 2020/21 Mid-Year Financial Update Report and Budget Amendment.
Recommendation: Receive the 2020/21 Mid-Year Financial Report and Approve the Budget Amendment Resolution.
- 19.3. **Subject:** Discussion on Homeowners Associations and Enforceable Covenants, Conditions, and Restrictions.
Recommendation: Receive information and provide direction.

20. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

21. ADJOURNMENT

ADDITIONAL INFORMATION

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

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

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

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

UPCOMING MEETINGS

March 23, 2021	5:30 PM Special Meeting/Work Session
April 5, 2021	4:00 PM Special Meeting/Regular Meeting
April 19, 2021	5:30 PM Regular Meeting
April 27, 2021	5:30 PM Special Meeting/Work Session
May 3, 2021	4:00 PM Special Meeting/Regular Meeting
May 11, 2021	5:30 PM Special Meeting/Work Session
May 17, 2021	5:30 PM Regular Meeting
May 25, 2021	5:30 PM Special Meeting/Work Session

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

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

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

CERTIFICATION OF POSTING OF AGENDA

I, Stacy Leitner, City Clerk for the City of Rancho Cordova, declare that the foregoing agenda for the March 15, 2021 Regular Meeting of the Rancho Cordova City Council was posted and available for review on March 12, 2021 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 March 12, 2021 at Rancho Cordova, California.



Stacy Leitner, CMC
City Clerk

ITEM 16.1.

CITY OF RANCHO CORDOVA



CITY COUNCIL MEETING

4:00 PM – Special Meeting

5:30 PM – Regular Meeting

In response to Governor's Executive Order N-29-20 and the Resolution Declaring the Existence of a Local Emergency Relating to the COVID-19 Pandemic adopted by the City of Rancho Cordova, the City Council meetings are currently Teleconference Meetings Only to align with local and federal guidelines and social distancing recommendations for the containment of COVID-19. If there is a need for training or assistance in using the teleconferencing platform, please contact the office of the City Clerk no later than 10:00 a.m. Monday, March 1, 2021 at (916) 851-8720.

Monday, March 1, 2021

DRAFT MINUTES

1. SPECIAL MEETING - CALL TO ORDER/ROLL CALL

Mayor Gatewood called the Special meeting to order at 4:03 p.m.

Council Members Present: Linda Budge (joined at 4:09 p.m.), Siri Pulipati, David Sander (joined at 4:07 p.m.), Donald Terry, and Mayor Garrett Gatewood

Council Members Absent: None

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

2. PUBLIC COMMENT

Mayor Gatewood opened the public comment period. The following individuals addressed the Council or submitted public comment via email:

1. Matt Z'Berg

Mayor Gatewood closed the public comment period.

ITEM 16.1.

Rancho Cordova City Council - DRAFT MINUTES
Meeting of Monday, March 1, 2021

3. SPECIAL MEETING

3.1. **Subject:** Climate Action Plan Scoping Discussion.

Recommendation: Receive the presentation and provide Council feedback and direction to staff.

Mayor Gatewood opened the public comment period. The following individuals addressed the Council or submitted public comment via email:

1. Donald Childs

Mayor Gatewood closed the public comment period.

ACTION: Input was received regarding the Climate Action Plan Scoping Discussion.

3.2. **Subject:** Third Party Food Delivery Fee - Temporary Limitation Discussion.

Recommendation: Receive information and provide feedback and direction.

Mayor Gatewood opened the public comment period. The following individuals addressed the Council or submitted public comment via email:

1. Henry DeVere White
2. Stephanie Miller

Mayor Gatewood closed the public comment period.

ACTION: Input was received regarding the Third-Party Food Delivery Fee Temporary Limitation Discussion.

4. ADJOURNMENT OF SPECIAL MEETING

Mayor Gatewood adjourned the Special meeting to the Regular meeting at 5:11 p.m.

5. REGULAR MEETING - CALL TO ORDER/ROLL CALL

Mayor Gatewood called the Regular meeting to order at 5:36 p.m.

Council Members Present: Linda Budge, Siri Pulipati, David Sander, Donald Terry, and Mayor Garrett Gatewood

Council Members Absent: None

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

6. METRO CABLE TV TELEVISION ANNOUNCEMENT

The City Clerk read the meetings recordings and playback schedule.

7. PLEDGE OF ALLEGIANCE

David Sander led the pledge.

8. INVOCATION

Dan DeShong with River City Christian led the invocation.

9. PRESENTATIONS

10. PUBLIC COMMENT

Mayor Gatewood opened the public comment period. The following individuals addressed the Council or submitted public comment via email:

ITEM 16.1.

Rancho Cordova City Council - DRAFT MINUTES
Meeting of Monday, March 1, 2021

1. Helen Whelan Bashaw

Mayor Gatewood closed the public comment period.

11. COUNCIL REPORTS

Council reported on events since the last meeting.

12. CITY MANAGER'S REPORT

City Manager Cyrus Abhar gave his report.

13. CONSENT CALENDAR ITEMS - ROLL CALL VOTE

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

- 13.1. **Subject:** Meeting Minutes from the Regular City Council Meeting of February 16, 2021 and the Special City Council Meeting of February 23, 2021.

Recommendation: Adopt the Minutes.

- 13.2. **Subject:** A Resolution Authorizing the City Manager to Execute Subdivision Improvement Agreement Contract No. 2021-22 with Lennar Homes Of California, Inc., and Approving the Final Map of Grantline 208 Village 5, Subdivision No. FM-2018-001-07.

Recommendation: Adopt the Resolution.

- 13.3. **Subject:** A Resolution Authorizing the Application for, and Receipt of, Noncompetitive Regional Early Action Planning Grant Program Funds for the Purpose of Accelerating Housing Production.

Recommendation: Adopt the Resolution.

- 13.4. **Subject:** The Second Ordinance Reading for The Ranch Special Planning Area Amendment and the First Amendment to the Development Agreement Between the City of Rancho Cordova and K. Hovnanian at Jaeger Ranch Relative to The Ranch.

Recommendation: Waive second reading and adopt the Ordinances.

14. CONSENT PUBLIC HEARING ITEMS - ROLL CALL VOTE

None

15. PUBLIC HEARING ITEMS

None.

16. REGULAR CALENDAR ITEMS

- 16.1. **Subject:** Proposed Municipal Code Amendments Regarding Potentially Dangerous and Vicious Animals and Animal Service Fee Adjustments.

Recommendation: Receive presentation by staff, and discussion and direction regarding fee adjustments and recommended changes to the City of Rancho Cordova Municipal Code regarding potentially dangerous and vicious animals.

Mayor Gatewood opened the public comment period. The following individuals addressed the Council or submitted comment via email:

1. Helen Whelan Bashaw
2. Robert VanCleaf

Mayor Gatewood closed the public comment period.

ITEM 16.1.

Rancho Cordova City Council - DRAFT MINUTES
Meeting of Monday, March 1, 2021

ACTION: Input was received regarding Proposed Municipal Code Amendments Regarding Potentially Dangerous and Vicious Animals and Animal Service Fee Adjustments.

- 16.2. **Subject:** A Resolution of Intention to Renew the Rancho Cordova Tourism Business Improvement District (RCTBID).

Recommendation: Discuss the matter and adopt a Resolution of Intention to renew the Rancho Cordova Tourism Business Improvement District (RCTBID).

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

17. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

1. Resolution proposed for Asian Americans and Pacific Islanders (AAPI).

18. ADJOURNMENT

Mayor Gatewood adjourned the meeting in memory of Marlon Ginney at 7:20 p.m.

Stacy Leitner, CMC
City Clerk

ITEM 16.1.

CITY OF RANCHO CORDOVA



CITY COUNCIL MEETING

5:00 PM – Special Meeting/Closed Session

In response to Governor's Executive Order N-29-20 and the Resolution Declaring the Existence of a Local Emergency Relating to the COVID-19 Pandemic adopted by the City of Rancho Cordova, the City Council meetings are currently Teleconference Meetings Only to align with local and federal guidelines and social distancing recommendations for the containment of COVID-19. If there is a need for training or assistance in using the teleconferencing platform, please contact the office of the City Clerk no later than 10:00 a.m. Tuesday, March 2, 2021 at (916) 851-8720.

Tuesday, March 2, 2021

DRAFT MINUTES

1. SPECIAL MEETING - CALL TO ORDER/ROLL CALL

Mayor Gatewood called the Special meeting to order at 5:05 p.m.

Council Members Present: David Sander, Donald Terry, and Mayor Garrett Gatewood

Council Members Absent: Linda Budge and Siri Pulipati

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

2. PUBLIC COMMENT

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

3. SPECIAL MEETING ITEM

- 3.1. **Subject:** Appointment of Real Property Negotiators: Cyrus Abhar, City Manager and Adam U. Lindgren, City Attorney. Property Address 2875 Kilgore Road, Assessor's Parcel Number 072-0490-024.

Recommendation: Approve the appointment of Real Property Negotiators.

ITEM 16.1.

Rancho Cordova City Council - DRAFT MINUTES
Meeting of Tuesday, March 2, 2021

ACTION: Motion to approve item 3.1. by Terry second by Sander;
Motion passed with a 3:0 vote.

AYES: Sander, Terry, and Gatewood

NOES: None

ABSENT: Budge and Pulipati

ABSTAIN: None

4. **ADJOURN TO CLOSED SESSION**

Mayor Gatewood adjourned the Special meeting to closed session at 5:08 p.m.

5. **CLOSED SESSION - CALL TO ORDER/ROLL CALL**

Mayor Gatewood called closed session to order at 5:08 p.m.

Council Members Present: Linda Budge, Siri Pulipati, David Sander, Donald Terry, and Mayor Garrett Gatewood

Council Members Absent: None

Staff Members Present: Cyrus Abhar and Adam Lindgren

6. **CLOSED SESSION ITEM**

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

CONFERENCE WITH REAL PROPERTY NEGOTIATORS: Pursuant to Government Code Section 54956.8: Property Address 2875 Kilgore Road. Assessor's Parcel Number 072-0490-024. City Negotiators: Cyrus Abhar, City Manager and Adam U. Lindgren, City Attorney. Negotiating Parties: West Taron Holdings, LLC or Assignee.

7. **OPEN SESSION - REPORT FROM CLOSED SESSION**

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

8. **ADJOURNMENT**

Mayor Gatewood adjourned the meeting at 6:28 p.m.

Stacy Leitner, CMC
City Clerk

ITEM 16.1.

CITY OF RANCHO CORDOVA



CITY COUNCIL MEETING

4:30 PM – Special Meeting/Closed Session

In response to Governor's Executive Order N-29-20 and the Resolution Declaring the Existence of a Local Emergency Relating to the COVID-19 Pandemic adopted by the City of Rancho Cordova, the City Council meetings are currently Teleconference Meetings Only to align with local and federal guidelines and social distancing recommendations for the containment of COVID-19. If there is a need for training or assistance in using the teleconferencing platform, please contact the office of the City Clerk no later than 19:00 a.m. Thursday, March 4, 2021 at (916) 851-8720.

Wednesday, March 10, 2021

DRAFT MINUTES

1. SPECIAL MEETING - CALL TO ORDER/ROLL CALL

Mayor Gatewood called the Special meeting to order at 4:35 p.m.

Council Members Present: Linda Budge, Siri Pulipati, David Sander, Donald Terry, and Mayor Garrett Gatewood

Council Members Absent: None

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

2. PUBLIC COMMENT

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

3. ADJOURN TO CLOSED SESSION

Mayor Gatewood adjourned the Special meeting to closed session at 4:37 p.m.

4. CLOSED SESSION - CALL TO ORDER/ROLL CALL

Mayor Gatewood called closed session to order at 4:37 p.m.

Council Members Present: Linda Budge, Siri Pulipati, David Sander, Donald Terry, and Mayor Garrett Gatewood

ITEM 16.1.

Rancho Cordova City Council - DRAFT MINUTES
Meeting of Wednesday, March 10, 2021

Council Members Absent: None

Staff Members Present: Cyrus Abhar and Adam Lindgren

5. CLOSED SESSION

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

CONFERENCE WITH REAL PROPERTY NEGOTIATORS: Pursuant to Government Code Section 54956.8: Property Address 2875 Kilgore Road. Assessor's Parcel Number 072-0490-024. City Negotiators: Cyrus Abhar, City Manager and Adam U. Lindgren, City Attorney. Negotiating Parties: West Taron Holdings, LLC or Assignee.

6. OPEN SESSION - REPORT FROM CLOSED SESSION

City Attorney Adam Lindgren reported that Council received updates from real property negotiators and there was no reportable action taken in closed session.

7. ADJOURNMENT

Mayor Gatewood adjourned the meeting at 5:57 p.m.

Stacy Leitner, CMC
City Clerk

MEMORANDUM



ITEM 16.2.

DATE: March 15, 2021

TO: Honorable Mayor and Council Members

FROM: Elizabeth Sparkman, Community Development Director

SUBJECT: **2020 GENERAL PLAN ANNUAL REPORT TO INCLUDE THE HOUSING ELEMENT AND MULTI-JURISDICTIONAL HAZARD MITIGATION PLAN ANNUAL REPORT**

RECOMMENDATION

Receive the 2020 General Plan and Housing Element Annual Report to include the Multi-Jurisdictional Hazard Mitigation Plan as required by State law.

RESULT OF RECOMMENDED ACTION

By receiving this report, the City Council is satisfying its 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 City's General Plan.

BACKGROUND

General Plan:

State law requires that the City complete an annual review of the General Plan by April 1st 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;

Housing Element:

- Describe the City's progress in meeting its Regional Housings Needs Allocation (related to areas zoned to allow for affordable housing); 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 2020 annual report covers the calendar year (Planning Year) 2020 (January 1 to December 31). As in previous reports, staff has included a summary outlining the major accomplishments

of the City in 2020 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 are used to collect and report this data are required by HCD.

The annual report can be used as a guide for development of the 2021-2022 fiscal budget for the City, helping departments plan their budgets with General Plan implementation in mind.

Multi-Jurisdictional Hazard Mitigation Plan:

The Multi-Jurisdictional Hazard Mitigation Plan (LHMP) assesses natural hazards of concern to Sacramento County and Cities within; evaluates risk to life safety, public health, property, and the environment; and evaluates mitigation measures to reduce these risks and vulnerabilities, minimize losses, and increase community resilience

- Annual Review describing the City's progress on the Hazard Mitigation Plan Action Items.

ANALYSIS

General Plan

As indicated in previous reports, staff identified a concern that the actions of the General Plan may not be accurately programmed as they relate to implementation. 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 as follows:

1. Departments that are more appropriate for leading the work effort;
2. Realign the timing of the actions in keeping with Council-identified priorities, and;
3. Update the General Plan Map.

This effort could also serve as an opportunity to drop actions that are no longer necessary or 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 and General Plan Map. This effort was not programmed into previous year's work plans for budget reasons. Following completion of the 2020 review, staff is again recommending that this effort be undertaken.

Housing Element

Staff continues to implement the activities identified in the Housing Element and monitor the production of units at the income levels required by the regional housing needs allocation (RHNA). The number of units produced during the 2020 calendar year are listed in **Table 1: RHNA Allocation and Production for Housing Element Cycle 2013-2021**, below. Affordable housing projects continue to face a challenging competitive environment for available affordable housing grant funding. However, additional State funding for affordable housing is anticipated to be available over the next four years and staff expect to proceed with at least one new project in 2021.

New single-family home sales continue to be affordable to households with moderate incomes (sales prices up to \$503,200) and above moderate incomes (sales prices above \$503,200). No new single-family homes were sold at an affordable price for households with low incomes (sales

prices up to \$334,000). The most affordable new single-family home sold for \$368,000 in the Veranda at Stone Creek neighborhood.

Table 1: RHNA Allocation and Production for Housing Element Cycle 2013-2021

Income Level	RHNA Allocation by Income Level	2020 Production	Total Units Produced to Date 2013-2020	Total Remaining RHNA by Income Level 2013-2021
Very Low	1,539	0	100	1,439
Low	1,079	0	0	1,079
Moderate	1,303	320	744	559
Above Moderate	3,087	252	2,271	816
Total Units	7,008	572	3,115	3,893

The current Housing Element cycle extends from 2013 to 2021. The next Housing Element update is currently in process with a due date of May 2021.

Multi-Jurisdictional Hazard Mitigation Plan

The annual review of the Action Plan has been updated to show the 2020 status. **Attachment 5: City of Rancho Cordova Hazard Mitigation Action Plan.** The Multi-Jurisdictional Hazard Mitigation Plan is updated every five years. The update process started in August 2020 with a due date of December 2021. The update will be coordinated with Sacramento County, the cities within the County and agencies.

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.

ATTACHMENT(S)

1. 2020 General Plan and Housing Element Annual Report
2. General Plan Implementation Action Table 2020
3. Housing Element Status Action Table 2020
4. Housing Element Annual Progress Report 2020
5. City of Rancho Cordova (HMP) Action Plan 2020 Status

2020 GENERAL PLAN ANNUAL REPORT

CITY OF RANCHO CORDOVA 2020 GENERAL PLAN ANNUAL REPORT

PREPARED BY THE PLANNING DEPARTMENT
COMPLETED MARCH 2021

CITY COUNCIL

Garret Gatewood, Mayor
Donald Terry, Vice-Mayor
Linda Budge, Council Member
Sirisha Pulipati, Council Member
David Sander, Council Member

2020 GENERAL PLAN ANNUAL REPORT

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2020 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 2020 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 2021 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 2021-2022 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 goals it has set.

This document will provide a status update for major City accomplishments and housing element action items for the 2020 Calendar year. This document will be reviewed for adoption by the City of Rancho Cordova City Council on March 15, 2021 to adhere to the state required due date of April 1, 2021 (Government Code Section 65400(a)(2)).

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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; (no longer valid)
- Housing Division
- Neighborhood Services Division;
- City Public Information Officer; and
- Police Department.
- Public Information Office
- Other Agencies/Committees to be established by the Council

2020 GENERAL PLAN ANNUAL REPORT

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.⁷
Sacramento City Unified
Sacramento County

AMENDMENTS TO THE GENERAL PLAN

State law allows the City to amend any of its mandated elements of General Plan up to 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 2020, there was one General Plan Amendment that occurred in January 2020. The Amendment was for the General Plan Land Use Map Amendment to include The Ranch Special Planning Area within the Land Use Element. The Housing Element was updated and 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 satisfies the legally mandated update to reflect the 2013-2021 Regional Housing Needs Allocation.

This annual report includes the General Plan and Housing Element reports as required by State law.

2020 GENERAL PLAN ANNUAL REPORT

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

	Land Use	Topics Required by State Law						Optional Topic
		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	O					X
	Housing		X					
	Circulation	X	O					
	Open Space, Parks, and Trails	O	O		X			
	Infrastructure, Services, and Finance	O	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 options 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 satisfy the Regional Housing Needs Allocation requirements. 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 the 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. The Sacramento Countywide Local Hazard Mitigation Plan is included in the Safety Element. 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 2020 Implementation Element progress assessment. While some of the programs have been completed 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 broken down into four 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 ensure that every community provides an opportunity for a mix of 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 2013-2021 Regional Needs Plan and Regional Housing Needs Allocation for the Sacramento region.

2013-2021 REGIONAL HOUSING NEEDS PLAN

The Sacramento Area Council of Governments (SACOG), along with the City and the other jurisdictions in the region, has prepared the Regional Housing Needs Plan (RHNP) for the 2013-2021 planning period. The 2013-2021 RHNP for the Sacramento region identified a total number 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 RNHP for the City.

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TABLE 2
CITY OF RANCHO CORDOVA
SHARE OF THE REGIONAL NEEDS ALLOCATION
FOR 2013-2021

Income Group	2013-2021 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 identify 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 2013 to reflect the 2013-2021 RHNA.

Table 3 summarizes the number of units permitted in the City in 2020 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	
Unit Category	Tenure R=Renter O=Owner	Affordability by Household Incomes				Total Units	Est. # Infill Units*	Assistance Programs for Each Development	Deed Restricted Units
		Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income				
SF	O			320	252		0		
Total of Moderate and Above Moderate				320	252	572			
Total Extremely Low-Income Units				0					

*Building permits issued from January 1, 2020 to December 31, 2021. New permits include 572 single family detached homes.

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TABLE 4
REGIONAL HOUSING NEEDS ALLOCATION PROGRESS

Income Level		RHNA Allocation by Income Level	2013 Year 1	2014 Year 2	2015 Year 3	2016 Year 4	2017 Year 5	2018 Year 6	2019 Year 7	2020 Year 8	2021 Year 9	Total Units to Date (All Years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted Non-Deed Restricted	1,539			50		50					100	1,439
Low	Deed Restricted Non-Deed Restricted	1,079											1,079
Moderate	Deed Restricted Non-Deed Restricted	1,303						110	104	210	320	744	559
Above Moderate		3,087	331	254	402	330	306	142	254	252		2,271	816
Total RHNA by COG		7,009											
Total Units			331	254	452	330	466	246	464	572		3,115	
Remaining Need for RHNA Period													3,893

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.

ITEM 16.2.

ATTACHMENT 2

	Action	Responsible Party	Time Frame	Funding Source	Status 2020
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	On-going amendments to the Zoning Ordinance were completed in 2019.
LU.1.1.2	Utilize the PLACE ³ S 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. Awaiting the new permitting system that includes ability to process Reports.
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	The parcel and zoning maps have been updated, the maps within the General Plan have been relatively unchanged. Recommend the City review the land use map to look at possible LU changes in 2021.
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. However, not part of the annual GP reporting. Zoning amendments will continue through the 2021 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	Improvements have been completed to the Mather area and new projects have been approved to improve vitality in the region. A comprehensive plan has not been established that reviews the economic viability of the land uses included in the Mather SPA approved by Sacramento County. The County is working on an updated Mather Airport Land Use Compatibility Plan
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, part of the annual plan. Jobs and Talent incentive program.
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	Office uses are 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 guidelines in the Citywide Design Guidelines to address compatibility between existing and proposed development and within proposed mixed-	PL	2006 / 2007	GF	On-going and completed.

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ATTACHMENT 2

	Action	Responsible Party	Time Frame	Funding Source	Status 2020
	use development (vertical and horizontal).				
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. Planning staff will continue to work with the Fire, Public Works, and Building departments to assess existing standards as a proactive solution.
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	The City offers and encourages pre-application meetings with developers and business owners in order to improve communication and potential disclosure.
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.
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	On-going. The City coordinates with the utility providers
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 in 2019 and on-going.
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	Ongoing.
LU.1.6.1	Ensure master planned 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 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	PL	Ongoing	GF	Ongoing. The zoning code encourages higher densities and more intense uses within these corridors.

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ATTACHMENT 2

	Action	Responsible Party	Time Frame	Funding Source	Status 2020
	for bicycles and pedestrians, to surrounding areas.				
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	On-going
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. Requires 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. Reviewed during project entitlement.
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	Phasing plans and financing plans are required for master plans and specific plans.. Staff reports include a "Fiscal Impact" section 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, convenience, and community-serving retail choices in a manner that does not adversely impact neighborhood character.	PL / F	Ongoing	AF	Ongoing and completed.
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	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 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	Building & Safety website page directs developers and property owners to the State Green Code website for 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	Completed. ZC 23.719.090 includes reductions.
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	Completed a business incentive program.

ITEM 16.2.

ATTACHMENT 2

	Action	Responsible Party	Time Frame	Funding Source	Status 2020
LU.3.2.1	Establish specific policies, standards, and guidelines for quality design of all public and quasi-public uses.	PL	2007	GF	Contained with 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	The City did not receive an annexation application in 2020. All proposed annexations will meet LU 3.6.1
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	Ongoing and completed.
LU.4.1.2	Facilitate agreements (i.e. memorandums 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	Ongoing and complete.
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	Ongoing and complete. (ie. Grantline Road
LU.4.1.4	Encourage neighboring jurisdictions to adopt and collect infrastructure impact fees (e.g. roadway impact fees) for all new development that will have an impact on the City infrastructure (e.g. roads)	CM	Ongoing	GF	Ongoing and complete.
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	Established the sign and façade program to assist businesses in making façade and other onsite 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	Completed in 2020, 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 /	CIP / Grants	Staff has identified the magnitude of this extensive need and is making great progress with complete streets

ITEM 16.2.

ATTACHMENT 2

	Action	Responsible Party	Time Frame	Funding Source	Status 2020
			2009		including bike and pedestrian facilities. 2020 examples include the following; Rails to Trails project, Rod Beaudry-Routier Bikeway Project, pavement rehab projects; streets, sidewalks, ADA ramps and storm drainage improvements.
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	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. Asset Management database for streets. Next phase is storm drainage. The City is also wrapping up the Stormwater Capital Improvement Program Masterplan which includes an assessment of the existing storm drainage system within the study area and prioritizes the needed improvements. The City is preparing a Local Road Safety Plan that will provide a comprehensive safety assessment of the City's roads.
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. Folsom Blvd area to complete survey.
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	Acquired potential TOD land within the District.
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 Plans.	PL	Ongoing	GF / AF	Ongoing.
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, Rio del Oro, Suncreek/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	PL	Ongoing	GF / AF	Plans have been adopted with new construction. Current market demands have delayed the submittal of new plans in some areas.

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	ideas communicated in the Conceptual Land Plans and associated planning area descriptions.				
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 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	Ongoing and complete.
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. The adopted design guidelines include standards for high density development
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. 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. However, not applicable to all projects that may have onsite constraints that prohibit this design.
UD.1.3.2	Allow for flexibility in the implementation of residential densities in a mixed density project.	PL	Ongoing	GF	Complete and ongoing. The GP and zoning includes density range.
UD.1.3.3	Discourage the use of fences/walls/gates between compatible uses.	PL	Ongoing	AF	Complete and ongoing as part of the entitlement review process.
UD.1.5.1	Continue to use, and update as necessary, the Citywide Design Guidelines as a starting point for encouraging developments that are	PL	Ongoing	GF / AF	Complete and ongoing.

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	interconnected and relate to one another.				
UD.1.5.2	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.1.6.1	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.2.2.1	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.2.3.1	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.2.3.2	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	Processing Gateway program; Wayfinding signs. Finished Phase 1. Phase 2 is under construction.
UD.2.3.3	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	Standards for at grade, above grade, and under- crossing exist.
UD.2.4.1	As part of the Design Review process, encourage the development of unified district themes with integrated streetscapes (including streetscape furniture), district-wide signage programs, unified architectural styles, and / or themes for a concentration of uses or open space programs.	PL / PW	Ongoing	AF	Part of the Entitlement Process.
UD.2.5.1	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.2.5.2	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. The ZC includes standards, but nothing specifically for the DTPA.
UD.2.6.1	Develop streetscape standards that define the character of the street and promote pedestrian mobility between individual uses.	PW / PL	2006 / 2007	GF	Complete.
UD.2.6.2	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	Specific Plan...Complete. Landscaping is located under 23.716 with plant and 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	Complete per DG and 23.722. Lighting is within 23.725.
UD.2.6.	Define standards for the use and dimensions of separated sidewalks.	PW	2006 /	GF	Complete.

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4			2007		
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, Coloma Road, Sunrise Boulevard, Mather Field Road, and other roadways of community importance.	PW	2006 / 2007 / 2008	CIP / Grants	Folsom Boulevard Streetscape Enhancements Phases I to V are completed. The Mather Field Road Improvement is under design, with construction anticipated to be complete in 2021.
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.
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 the 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. Per the pedestrian master plan and 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 continues to receive grants for 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, with examples in the Design Guidelines.
UD.3.3.	Require landscaping to be meaningful in nature, relating to the style and scale of the development and contributing to the look and feel of the City	PL	Ongoing	AF	Completed and ongoing as part of the entitlement and building review

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2	and district. Give consideration to how landscaping will mature over time.				process.
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. However, design examples exist 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. However, standards exist 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/PL	2007	GF	Adopted the ART in Rancho Cordova Strategic Plan in December 2019. Partners to include RC Arts Council, Rancho Cordova Community Council, and Community representative of the Art organization.
UD.4.2.1	Develop standards and guidelines that require and illustrate compatibility between new and existing development.	PL	2006	GF	Completed and ongoing. Per the pedestrian master plan and 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	Complete and ongoing.
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. Part of the entitlement process.
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. Working on Folsom Blvd area.
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.
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. Folsom Boulevard Streetscape Enhancements Phase I to V were completed in 2020.
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	Ongoing.
UD.4.5.1	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. The Ranch SPA includes a major east west street, trails and a

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	Action	Responsible Party	Time Frame	Funding Source	Status 2020
					large preserve area.
UD.4.5.2	Update the Citywide Design Guidelines to address viewsheds and vistas.	PL	2006	GF	References are included in the DG.
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. Nothing has 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 the sign and façade program was approved in 2017
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 show rooms, furniture retail, manufacturing and high-tech industries to further diversify the economy.	ED	Ongoing	GF / RDA	Ongoing and included in 2016 Strategic Plan Update.
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. Included on economic annual plan
ED.1.6.	Collaborate with local business, merchant associations, and the Chamber	ED	Ongoing	GF / RDA /	Ongoing and included in 2016 Strategic

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1	of Commerce to promote and advertise local events.			Chamber	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 locations
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 tourist 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
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 and CRPD
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.1.9.4	Work with the Chamber of Commerce's Visitor and Tourist Bureau to develop a strategy for attracting sports events to Rancho Cordova.	ED / CM	2007 / 2008 / Ongoing	GF	Responsibility of RCTT

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	Action	Responsible Party	Time Frame	Funding Source	Status 2020
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 and approved in 2020, SF Supermarket Plaza are examples.
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 for most 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	On-going
ED.2.3.2	Work with businesses, Regional Transit and other transit providers to locate appropriate uses near transit.	PL / PW	Ongoing	GF	Ongoing.
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 storeowners to clean up the existing stores and shopping centers. - Attract new retail to Rancho Cordova through marketing and economic development efforts. - Provide assistance to smaller merchants through merchandizing training. - Encourage cooperative marketing of Rancho Cordova shops (e.g., Secret Shopper).	ED	2006 / 2007 / Ongoing	GF / RDA	Sunridge Plaza center nearly complete. Improvements continue to be made to the Rivergate and Zinfandel Village shopping centers. Approved in 2020 Starbucks on Olson Drive.
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

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	Action	Responsible Party	Time Frame	Funding Source	Status 2020
					area.
ED.3.1.2	Prepare a Downtown Marketing Plan that targets potential new businesses, including restaurants, upscale retail, high quality commercial, and entertainment venues.	ED / F	2006 / 2007	GF / RDA	Not Completed.
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 due to lack of property owner interest.
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 for 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 / loans	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. Façade 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

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ED.3.2.3	Pursue the development of shared parking structures within the Downtown.	ED / PL	Ongoing	GF	Ongoing
ED.3.2.4	Coordinate with the Public Works Department to complete an assessment of infrastructure deficiencies in the Downtown and along Folsom Boulevard and ensure that infrastructure is adequate to support planned intensity and density of land uses.	ED / PW	Ongoing	GF / CIP	Ongoing. There is no DTSPA; however Public Works has completed 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 eminent
ED.4.1.3	Attract new hotel development to Rancho Cordova that will support conferences and entertainment venues.	ED / CM	Ongoing	GF	On-going. 1 hotel is under construction, 2020+.
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	On-going.
ED.4.1.5	Promote a common architectural theme and other unifying elements within the Convention Overlay.	PL	Ongoing	GF	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	A new hotel is approved within the Convention Overlay area. PW has completed 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

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ED.5.1.3	Supplement private and public funds through use of Community Development Block Grants and other outside funding mechanisms whenever possible to stimulate economic development in the City.	ED	Ongoing	Private / CDBG / Grants / PW / EPA	To be utilized as needed
ED.5.1.4	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. However, Redevelopment Agency has been dissolved.
ED.5.1.5	Use the Redevelopment Plan to upgrade infrastructure and the streetscape.	ED / RA	Ongoing	GF / RDA / CDBG	The RC Redevelopment Agency has been dissolved.
ED.6.1.1	Review development and redevelopment proposals for consistency with the Folsom Boulevard Specific Plan.	PL	Ongoing / PR	AF	Complete and ongoing.
ED.6.1.2	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. The City Folsom Boulevard streetscape improvements are complete.
ED.6.1.3	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.6.3.1	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.6.3.2	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.6.3.3	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.6.4.1	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 over \$25mil of improvements to Folsom Boulevard.
ED.7.1.1	Maintain an inventory of vacant and underutilized land designated for commercial, industrial, or residential uses and identify opportunities for	ED / PL	2006 / 2007 and	GF / EPA Grants	Completed and ongoing as updates are required to assess development

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	Action	Responsible Party	Time Frame	Funding Source	Status 2020
	infill development.		Ongoing		potential.
ED.7.1.2	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
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	On-going
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	On-going. 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	Completed on new Specific Plans 2012 forward
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 / loans / Grants / private (BID) / CDBG / PW	Utilized 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. Measure H Promise Program.

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	Action	Responsible Party	Time Frame	Funding Source	Status 2020
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
ED.8.1.5	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.8.2.1	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
ED.8.2.2	Attract higher educational facilities, post high school training, and medical facilities to Rancho Cordova.	CM / ED	Ongoing	GF / education Grants / funds	On-going
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. The update for the 2021-2029 Housing Element is currently in the process.					
VI – CIRCULATION ELEMENT					
C.1.1.1	Review and update the City's roadway cross-sections and design standards that implement the roadway types shown in the Circulation Plan.	PW	2006	GF	Complete Streets standards were completed in 2006
C.1.1.2	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, for major roads and thoroughfares) at the earliest opportunity in the development process.	PW / PL	Ongoing	AF / GF	Complete and on-going.
C.1.1.3	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	Complete and on-going.
C.1.1.4	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	Roadway phasing will be required in the newly developing area. PW is requiring that any phased street is a complete street.

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	Action	Responsible Party	Time Frame	Funding Source	Status 2020
C.1.1.5	Require development projects to provide funding or to construct roadway / intersection improvements to implement 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 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.	PW / PL	Ongoing	AF / GF	The Transportation Development Impact Fee is established and projects are monitored for additional fair 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. The City is preparing a Local Road Safety Plan that will provide a comprehensive safety assessment of the City's roads.
C.1.3.1	On a regular basis, monitor existing traffic on roadways within and adjacent to the City.	PW	Ongoing	GF	The City has a traffic count monitoring program. The Traffic Management Center was completed in 2017.
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 city-wide modeling efforts have been completed.
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	The current list of roads that will not meet LOS standards includes Sunrise Boulevard and Folsom Boulevard. The list may be expanded with the GP 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 NTMP is in place and produces ongoing traffic calming projects. Phase 5 project is complete. Phase 6 under construction.
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	PW	2006 /	GF	The City partners with the 50 Corridor TMA to provide these services and the

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	as a way to improve mobility within the City.		2007		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 TMA 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	Complete
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 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. The City completed a Mobility Master Plan in 2019.
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. Update completed in 2019.
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	On-going. Obtained grants for alternate modes.
C.2.5.4	Establish a Bicycle Advisory Committee to oversee creation and	PW	2006	GF	The Bicycling Advocates for Rancho

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	Action	Responsible Party	Time Frame	Funding Source	Status 2020
	implementation of the Bicycle Master Plan and ensure consistency with existing policy documents, such as the General Plan.				Cordova has been established. Staff attends meetings
C.2.5.5	Coordinate City departments with stakeholders such as the County of Sacramento, Sacramento Area Council of Governments, Bureau of Reclamation, 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 maintain the proposed bikeway system.	PW	Ongoing	GF	Staff is working with all agencies to build an integrated trail 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	Developed a standard for bicycle under-crossings and continue to expand 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 NTMP
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	PD	Ongoing	GF	Ongoing.

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	Action	Responsible Party	Time Frame	Funding Source	Status 2020
	/ bicycle crashes.				
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	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 funding solutions and other partnership opportunities that facilitate pedestrian safety around schools	PD / PW	Ongoing	GF / Grants	Not Completed
C.2.10.1	As part of the Pedestrian Master Plan, Bicycle Master Plan, and/or City Street Standards, develop improvement 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 NTMP and the BMP and PMP.
C.3.1.1	Create, implement, 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 Mobility Master Plan was updated in 2019.
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	Initiated with the Rancho Cordova and is continuing. Olie program complete.
C.3.1.3	Pursue all available sources of funding for transit services.	PW	Ongoing	GF	Obtained a demonstration grant
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	Performed as part of the City's transit implementation 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	The Paratransit service area was expanded 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	PW / PL	Ongoing	AF	The City currently has 4 light rail stations. New development is required

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	Action	Responsible Party	Time Frame	Funding Source	Status 2020
	and connection between public transit and retail, office, and residential uses.				to provide their fair share of transit improvements (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 improvement 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	Efforts are being addressed by the 50 TMA.
C.4.1.1	Work with the Sacramento County Airport System and the Airport Land Use Commission to improve operations at Mather Airport, consistent with the City's vision.	ED / PL	Ongoing	GF	The Airport Land Use Plan is in the draft stage.
C.5.3.1	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 reviewed in 2019.
C.5.3.2	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.6.1.1	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.6.1.2	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 maintenance and improvements.	PW	Ongoing	GF	City staff has an in-depth coordination process for SACOG MTP updates.
VII – OPEN SPACE, PARKS, AND TRAILS ELEMENT					
OSPT. 1.1.1	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.
OSPT. 1.1.2	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.
OSPT. 1.1.3	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	Completed. Outlined within Development Agreements and required in lieu fees prior to Final Map Approval

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	Action	Responsible Party	Time Frame	Funding Source	Status 2020
OSPT. 1.4.1	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.
OSPT. 1.4.2	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.
OSPT. 1.5.1	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.
OSPT. 1.5.2	Explore the possibility of the Cordova Recreation and Park District constructing a community pool that is usable year-round.	PL / CRPD	2007	GP / PF	The pool is currently under construction. Anticipate opening in June 2021.
OSPT. 1.5.3	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.
OSPT. 1.6.1	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.
OSPT. 1.6.2	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.
OSPT. 2.1.1	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.
OSPT. 2.1.2	-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; CRPD regulates the quimby parkland requirement while the City regulates the open space requirement per the open space standards.
OSPT. 2.1.3	Consider partial credit for mandatory open space within drainage facilities when certain criteria are met.	PL	Ongoing	AF	Ongoing.
OSPT. 2.1.4	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.

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	Action	Responsible Party	Time Frame	Funding Source	Status 2020
OSPT. 2.1.5	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.
OSPT. 2.1.6	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.
OSPT. 2.1.7	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	The Ranch project includes power line easement that includes open space and trail.
OSPT. 2.2.1	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. Open Space Design Guidelines.
OSPT. 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. The Ranch project incorporates preserve area with trails along the preserve.
OSPT. 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.
OSPT. 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	Completed in 2016. Bicycle Trails Master Plan.
OSPT. 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	Completed during entitlement review.
OSPT. 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	On-going.
OSPT. 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.
OSPT. 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	On-going
OSPT. 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	Infrastructure needs are included in development efforts.

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	Action	Responsible Party	Time Frame	Funding Source	Status 2020
OSPT. 4.1.1	Provide staff support and / or funding to facilitate updates to the American River Parkway Plan.	PL / PW / CRPD	Ongoing	GF	Ongoing.
OSPT. 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.
OSPT 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; Multiple departments have been included to facilitate this outreach.
OSPT 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.
OSPT 4.1.5	Determine the need for special facilities for youths consistent with natural resource protection.	PL / CRPD	Ongoing	GF / Grants	Ongoing.
OSPT. 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. City engages in events such as Creek Week and Community Clean Up events to help maintain Open Space areas.
OSPT. 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 / PIO	Ongoing	GF / Grants	Working to improve prominence of the American River Parkway.
OSPT. 4.2.3	Support trails events and trail use through publicity, proclamations, participation, and funding, community events (e.g., Fourth of July Celebration, Kid's Day, Soil Born Farms, Anatolia-Kavala Rancho Trail) that cross community and neighborhood boundaries, and help bring together various segments of the population.	PL / PW / CRPD / PIO	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 and Economic Development Strategic Plan
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	Adopt a phasing plan for the development of public facilities in a logical	PW	2007	GF / AF	Ongoing

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.2	manner that encourages the orderly development of roadways, water and sewer, and other public facilities.				
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
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	Ongoing as the Development Service Team (DST) fills this role in pre-application and application review. Meetings take place weekly on Thursdays 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 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.	PW / F	Ongoing	GF / AF / IF	Ongoing for new 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	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	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	PW / PL	Ongoing	AF	Ongoing per the entitlement review process through Conditions of Approval, Water Agency Review, and Improvement Plan Review.

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	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 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 homes 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	PW / PL	Ongoing	AF	Complete and ongoing per the entitlement review process, Conditions of Approval, Water Agency Review and Improvement Plans,

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	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 homes may be exempted from this policy as determined appropriate by the City, and subject to approval by the City.				
ISF.2.6 .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. - 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 sewage treatment capacity commitment. - Onsite and offsite sewage 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. - Sewage conveyance systems within the subdivision shall be in place and connected to the sewage 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.	PW / PL	Ongoing	AF	Complete and ongoing per the entitlement review process, Conditions of Approval, Improvement Plans, and Sacramento Area Sewer District Review.
ISF.2.6 .2	Generally, the City shall not allow construction of independent community sewer systems to serve new development.	PL / PW	Ongoing	AF	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	Ongoing per the entitlement review process.
ISF.2.7	Coordinate with utility agencies to underground, strategically place, and	PL / PW	Ongoing	AF	Ongoing per the entitlement review

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.1	screen equipment to the maximum extent feasible.				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 view shed.	PL	Ongoing	AF	Ongoing as a zoning code requirement section 23.731.080.
ISF.2.8 .1	Develop an Information Technology Strategic Plan with input from community stakeholders and experts.	F	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	Ongoing development
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	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	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. CF fees are currently collected for new facilities.
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 accessible to unaccompanied children.	CM / PL / PW / ED	Ongoing	GF / Grants	Ongoing
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 discussion
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 / PIO	2006 / Ongoing	GF	Complete and ongoing
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 2020 (e.g. ITLV). Although revised to meet CDC guidelines

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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 (e.g. Blight Busters, Mayor's Walk). However, the year 2020 did not allow several in person events.
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 from Highway 50.	PL / ED / RA	2006 / 2007	GF	New educational facilities have been located in proximity to light and highway 50 (e.g. Folsom Lake College)
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	All aspects of a project are taken into consideration during entitlement review.
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 and CEQA Analysis. The Ranch project includes a large

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					habitat preserve area.
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	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	Ongoing. The Habitat Conservation Plan was approved in 2019. The City coordinates with the South Sacramento Habitat Conservation Plan Technical Advisory Committee on projects within the SSHCP area.
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 determinate 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	Ongoing.
NR.1.2.1	Establish a Swainson's Hawk Ordinance in coordination with the California Department of Fish and Wildlife 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 the 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),	PL	2006 / 2007	GF	Completed.

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	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 stormwater and impacts to sensitive habitats/species (e.g. Creek Week)
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 impacts 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 impact 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	Ongoing.
NR.2.1.1	During the environmental review process, evaluate feasible on-site alternatives that will reduce impacts to wetland resources and effectively preserve these resources.	PL	Ongoing	AF	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	Ongoing with new development.
NR.2.4.2	Consider constructing elevated board walkways and other low impact 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 (e.g. Anatolia-Kavala Ranch Trail)
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	The Open Space Guidelines provide guidance for development along the perimeter of the open space. In addition, review for water quality requirements is part of the entitlement review process..
NR.3.2.2	Adopt and implement improvement standards for soft bottom channels.	PW / PL	2006 / 2007	GF	Completed
NR.3.3.1	Work with affected local, state and federal agencies, including SACOG, the California Department of Water Resources, Delta Keepers and the	PL / PW	2006 / 2007 /	GF / CF	Part of the Environmental permitting and Entitlement process.

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	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.		Ongoing		
NR.3.4.1	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	The Open Space Guidelines provide guidance for development along the perimeter of the open space. In addition, review for water quality requirement is part of the entitlement review process.
NR.3.4.2	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. The Ranch project includes trails adjacent to the preserve area.
NR.3.4.3	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 (e.g. Open Space Design Guidelines and screening requirements) and part of the SSHCP permits for projects within the SSHCP area.
NR.4.1.1	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.	PW/PL	Ongoing	GF	A revised Tree Preservation Ordinance was adopted in 2017. The revised ordinance increased the number of protected trees and includes restrictions on trimming trees.
NR.4.1.2	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.4.1.3	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 is on staff.

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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. Working on standards. Tree List has been updated and adopted.
NR.4.2.2	Create development guidelines that address landscaping standards and that require 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.	PL	2007 / 2008	GF	Ongoing. A City arborist has been hired. Working on standards
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	Not completed.
NR.4.2.4	Discourage the use of invasive non-native species.	PL	Ongoing	GF	Ongoing as part of the entitlement review process (e.g. required landscape plans for new developments).
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 / PW	2007 / 2008	GF	Completed in 2016-2017, City of Rancho Cordova listed Tree City USA.
NR.4.3.2	Designate local funds to educate the public on tree planting and preservation.	F / PIO	Ongoing	GF	Ongoing. (e.g. program to plan 1 tree a day, City Arbor Day Celebration)
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	Ongoing
NR.4.3.4	Actively participate in the Sacramento County Greenprint Program.	PL / PW	Ongoing	GF	On-going
NR.5.1.1	Install water-conserving landscaping and irrigation on City-owned and operated facilities.	CM	Ongoing	GF	On-going.
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	Not Complete. However, new entitlements are required to comply with the City’s water conservation requirements and the State’s Model Water Efficient Landscape Ordinances.

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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. - 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.	PW / PL	2008 / 2009	GF	Ongoing.
NR.5.1.4	Require water purveyors to include a provision for water supply monitoring and reporting in the franchise agreements.	PW	Ongoing	GF	Ongoing.
NR.5.2.1	Establish a Large-Scale Recycled Water Program and Citywide Recycled Water Distribution System Ordinance.	PW	2006 / 2007	GF	Determined not feasible
NR.5.2.2	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	Not Complete. Not feasible.
NR.5.3.1	Restrict hazardous materials storage in the 100-year floodplain to prevent surface water contamination.	PW / PL	Ongoing	GF	Ongoing Is required by law, addressed during the project review and Conditions of Approval phase.
NR.5.3.2	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. Part of the City's compliance with the NPDES permit.
NR.5.3.3	Install appropriate signage to deter the discharge of hazardous materials into storm drains.	PW	Ongoing	GF / AF	Complete and Ongoing
NR.5.3.4	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.5.4.	Provide information on pollution prevention, disposal of hazardous waste	PIO / PW	Ongoing	GF	Ongoing and included on the City's

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1	and chemicals, liability and clean-up on the City's website and in educational materials and brochures.				website.
NR.5.4.2	Require clean-up of contaminated ground and surface water by current and / or past owners or polluters.	PW / PL	Ongoing	AF	Ongoing.
NR.5.4.3	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.5.5.1	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, part of the entitlement review. Adopted Drainage requirements
NR.5.5.2	Require development within newly urbanizing areas to incorporate runoff control measures into their site design or to participate in an area-wide runoff control management effort consistent with standards developed by the Public Works Department.	PW / PL	Ongoing	AF	Ongoing per entitlement review. Adopted Drainage requirements
NR.5.5.3	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.5.5.4	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.6.1.1	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.6.1.2	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.6.1.3	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.6.2.1	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.6.2.2	Prohibit the use of cyanide-leaching systems for gold extraction.	B / PW	Ongoing	GF / AF	Ongoing.
NR.7.1.1	Develop educational programs to increase energy conservation at the household and business levels.	PIO / B / PL	2008 / 2009	GF	Building & Safety website directs developers and property owners to the State website regarding Energy Code requirements, and incentive programs

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					that may help defer costs.
NR.7.1.2	Develop a comprehensive program to conserve energy resources at City-operated facilities.	B / PL	2006 / 2007	GF	Ongoing with the Facilities Department.
NR.7.3.1	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	Some financial incentives are given for energy efficiency. However, they not incentives that would allow the project to differ cost or deviate from development standards.
NR.7.4.1	Consider the following items as ways to implement this policy: - Fund a program that offers incentives for adding energy efficient systems into 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.	B / PL / PIO	2008 / 2009 / Ongoing	GF	Building & Safety website directs developers and property owners to the State website regarding Energy Code requirements, and incentive programs that may help defer costs
NR.8.1.1	Continue providing curbside recycling and green waste service to all single-family and duplex residences in Rancho Cordova.	CM / PW	Ongoing	GF / UF	Ongoing. Private companies provide the service with different size containers. Information is on the City website
NR.8.1.2	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.	PIO / B / PL / PW	2007 / 2008 / Ongoing	GF	Ongoing and included on the City's website.
NR.8.1.3	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	Ongoing per the entitlement review. With coordination by Public Works.
NR.8.1.4	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.8.1.5	Provide locations for household hazardous wastes to be recycled.	B / PW	2006 / 2007 / Ongoing	GF	Ongoing. Information provided on the City's website.
NR.8.1.6	Remove impediments to successful recycling.	CM / PW	2006 / 2007	GF	Ongoing.
NR.8.2.1	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.8.4.1	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.8.5.1	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.

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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
CHR.1.1.3	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.1.1.4	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 City Hall office.
CHR.1.1.5	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.1.2.1	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.1.2.2	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.1.2.3	Improve and interpret Kilgore 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	Ongoing.
CHR.1.2.4	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.1.3.1	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.1.3.2	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	PL	PR	AF	Completed per the standard conditions of approval and mitigation measures.

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	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.				
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	A Cultural Arts Commission has not been created, however, this is achieved by other means through partnership with the Cordova Community Council and community artists. City Council adopted an Arts Strategic Plan in December of 2019 and it provides a roadmap for continuing to build art programs in the community. The Arts Strategic Plan identifies guiding principles, desired outcomes, a cornerstone project, types of facilities needed, the need for staff to guide current and future efforts, cultivation of artists, partnerships for the arts, city funding for art and artists, as well as near-term, mid-term, and long-term actions. Through these efforts and partnerships the desired action is achieved.
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 provide 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	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.	Reach out to all ethnic groups in the City and invite and encourage their	PIO / CAC/	Ongoing	GF	Complete and ongoing.

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2.2	participation in City government.	CM/ PL/ PW			
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	A performing arts center is located at the High School. The proposed Civic Center may include a performing arts center
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 work 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 work 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 work 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	City Council adopted an Arts Strategic Plan in December of 2019 and it provides a roadmap for continuing to build art programs in the community. The Arts Strategic Plan identifies guiding principles, desired outcomes, a cornerstone project, types of facilities needed, the need for staff to guide current and future efforts, cultivation of artists, partnerships for the arts, city funding for art and artists, as well as near-term, mid-term, and long-term actions. Through these efforts and partnerships the desired action is achieved.
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.
XI – SAFETY ELEMENT					

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	Action	Responsible Party	Time Frame	Funding Source	Status 2020
S.1.1.1	Conduct an evaluation, as part of the CEQA process, of the potential safety hazards of proposed development within the City and mitigate impacts 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. In addition, the City includes a Hazard Mitigation Plan
S.1.2.1	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.
S.1.2.2	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.
S.1.3.1	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	Updated, completed in 2019
S.1.3.2	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.
S.1.3.3	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. In addition, the Multi-Jurisdiction Hazard Mitigation Plan (HMP) was adopted in 2016. This is a 5 year Plan for the region. The update to the HMP was initiated in 2020
S.1.4.1	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. The Multi-Jurisdiction Hazard Mitigation Plan was adopted in 2016. This is a 5 year Plan for the region. The next update approval is set for 2021
S.2.1.1	Support the construction of flood control projects when clear dangers to life and property exist.	PW	Ongoing	GF / AF	Ongoing.
S.2.1.2	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. The Multi-Jurisdiction Hazard Mitigation Plan was adopted in 2016. This is a 5 year Plan for the region. The next update is due 2021.
S.2.1.3	Participate with the City of Sacramento, the Army Corps of Engineers, and	PW	Ongoing	GF	Ongoing.

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	Action	Responsible Party	Time Frame	Funding Source	Status 2020
	other Federal, State, and local governments and agencies to develop policies to finance, construct, and plan flood improvements to eliminate flooding in the City.				
S.2.2.1	Disapprove new projects that would result in new or increased flooding impacts on adjoining parcels or upstream and downstream areas, unless it can be shown that the existing drainage facilities are being improved to mitigate such impacts.	PL	Ongoing	AF	Complete and ongoing per the entitlement review.
S.2.2.2	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.
S.2.2.3	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.
S.2.2.4	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.
S.2.2.5	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.
S.2.2.6	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.
S.2.2.7	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.
S.2.2.8	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.
S.2.3.1	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.
S.2.3.2	Maintain drainage facilities in order to ensure their proper operation during storms.	PW	Ongoing	AF	Ongoing.
S.2.3.3	Prepare a Comprehensive Drainage Plan for all streams and their	PW	Ongoing	GF	Ongoing.

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	Action	Responsible Party	Time Frame	Funding Source	Status 2020
	tributaries prior to any development within the 100-year floodplain.				
S.3.1.1	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.
S.3.2.1	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.
S.3.2.2	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.
S.4.2.1	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.
S.4.2.2	Investigate improvements in crossing gates and warning devices on a regular basis.	PW	2007 / Ongoing	GF	Ongoing.
S.4.2.3	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	Created a link to the RT site on the City website
S.4.3.1	Evaluate the potential for grade separations at Mayhew Road, Bradshaw Road, Routier Road, Mather Field Road, and Zinfandel Drive roadway crossings.	PW	2007 / Ongoing	GF	Ongoing.
S.4.3.2	Work with RT to design grade separations appropriate for each location.	PW	2006 / 2007	BPF	Completed and Ongoing.
S.4.3.3	Include the grade separations specified in Action S.3.3.1 in the Capital Improvement Plan, and collect fees to help fund their construction.	PW	2007 / Ongoing	GF	Ongoing.
S.5.2.1	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. Part of the entitlement process
S.5.3.1	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.
S.5.3.2	During the review and approval process for development plans and building permits, ensure that secondary containment is provided for	PL / PW / B / F	Ongoing	AF	Complete and ongoing per the entitlement review. Building & Safety continues to work closely with Metro

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	Action	Responsible Party	Time Frame	Funding Source	Status 2020
	hazardous and toxic materials.				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
S.5.3.3	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.
S.5.4.1	Support the continued enforcement of permitting requirements for radioactive materials.	Fire	Ongoing	GF	Ongoing.
S.5.4.2	Enforce public safety standards for the use of radioactive materials, including the placarding of transport vehicles.	Fire	Ongoing	GF	Ongoing.
S.5.5.1	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.
S.5.5.2	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
S.5.6.1	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.
S.5.6.2	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.
S.6.1.1	Limit the height of structures consistent with Federal Aviation Regulation	PL / B	Ongoing	GF / AF	Complete and ongoing per the

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	Action	Responsible Party	Time Frame	Funding Source	Status 2020
	(FAR) Part 77 regulations.				entitlement review.
S.6.1.2	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.
S.7.1.1	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 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.	PD / PL	2007 / Ongoing	GF	Mentioned in the City's standards. The Police Dept reviews and comments on new development
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. However, the Police Dept reviews and comments on new development
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.

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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, including building inspection and vegetation management.	B FD / NS	Ongoing	BPF / 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.
S.9.1.8	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.
S.9.1.9	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, SMAQMD, 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 SMAQMD 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.

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	Action	Responsible Party	Time Frame	Funding Source	Status 2020
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 SMAQMD 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 SMAQMD on appropriate methodologies for evaluating project emissions and air quality impacts (e.g., emissions modeling software, SMAQMD's thresholds of significance, etc.).	PL	Ongoing	AF	Ongoing per the entitlement and development permit review process.
AQ.1.2.3	Require all new development projects that exceed SMAQMD'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.2.1.1	Support the location of ancillary employee services, including childcare, restaurants, banking facilities, and convenience markets, at major employment centers for the purpose of reducing mid-day vehicle trips.	PL / ED	Ongoing	GF	Ongoing per the entitlement and development permit review process.
AQ.2.2.1	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.2.2.2	Require greenfield areas of the City to be developed in keeping with the City's Building Block Concept of livable, walk able 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.2.3.1	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.2.4.1	Provide buffers and setbacks between sensitive land uses and sources of air pollution.	PL	Ongoing	AF	Completed and ongoing.
AQ.2.4.2	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.3.1.1	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.

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	Action	Responsible Party	Time Frame	Funding Source	Status 2020
AQ.3.1.2	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.2.1.1	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.3.2.1	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.3.2.2	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	Part of TMA
AQ.3.2.3	Support the development of Transportation Demand Management services through the City's Transit-Related Services Tax Area that result in active marketing of transit services, ride sharing programs, bike and pedestrian facilities, transit facilities, and provision of transit subsidies that provide air quality benefits.	PW	Ongoing	Transit tax	Ongoing.
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 developments 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 developments.	PW / PL	Ongoing	GF	Encouraged during entitlement review
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	City Hall location includes EV Stations. Flexible work schedules for employees are available
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	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.

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	Action	Responsible Party	Time Frame	Funding Source	Status 2020
	water heaters, swimming pool heaters, cooking equipment, refrigerators, furnaces, and boiler units. - Utilizing automated time clocks or occupant sensors to control heating systems.				
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, future plans 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.
AQ.4.1.6	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.4.2.1	Replace the City's fleet vehicles with new vehicles that utilize the lowest emission technology available, whenever economically feasible.	CM	Ongoing	GF / Grants	Completed and on-going
AQ.4.2.2	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.4.2.3	Encourage lowest emission technology buses in public transit fleets.	CM	Ongoing	GF	Complete and ongoing.
AQ.4.2.4	Promote developments and street systems that support the use of neighborhood electric vehicles.	PW / PL	Ongoing / PR	AF	Not Complete
AQ.4.2.5	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 for 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	PW	2007 / 2008	GF	Ongoing. Included in the Air Quality District provisions and CEQA review.

	Action	Responsible Party	Time Frame	Funding Source	Status 2020
	California Air Resources Board guidelines and Sacramento Air Quality Management District requirements.				
AQ.4.4.1	Enforce construction-related air quality mitigation measures adopted through the CEQA process.	PL	Ongoing	AF	Complete and ongoing.
AQ.5.1.1	Provide air quality information on the City's website, including links to public information provided by SMAQMD and the California Air Resources Board.	PIO	Ongoing	AF	Ongoing. Connection to SMAQMD website to be complete in 2021.
AQ.5.1.2	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.1.1.1	Adopt a Noise Ordinance with noise level performance standards, including maximum allowable noise exposure, ambient vs. nuisance noise, method of measuring noise, and enforcement procedures.	PL / CM	2007	GF	Sound regulated per RCMC 6.68 (noise control). This standard is 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	PL	Ongoing	AF	Completed and ongoing as part of the entitlement and building permit

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	Action	Responsible Party	Time Frame	Funding Source	Status 2020
	adjacent to residential uses.				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 improvement 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 improvement 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 improvement projects will be considered significant.	PL / B	Ongoing	AF / BPF	Complete and ongoing per the entitlement review.
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. However, the City is implementing rubberize asphalt in certain sections on thoroughfares. The rubber asphalt reduces vehicle tire noise.

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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 Economic Development Department receives California Employment Development Department (EDD) data with salary information in relation to industries.
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. The Ranch Project, which was approved in 2019, includes an Affordable Housing Plan. The project includes a land dedication of 7.14 acres that will be dedicated to the City. This land will be developed at a minimum of 26 units per acre.
	Sites must be zoned exclusively residential.				
	Acres used to satisfy RHNA requirements will be required to maintain set minimum densities.				
	Sites must be of sufficient size to accommodate a minimum of 16 units per site.				

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
	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 Suncreek and Rio Del Oro Specific Plans were approved in 2013 and 2016, respectively. These plans include a variety of housing types and densities, ranging from 6.1 dwelling units per acre (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 project requirements and incentives to encourage reduced auto use in transit nodes.	The City is maintaining a commitment to TOD high-density residential in review of all projects to be located adjacent to Regional Transit access points. The Crossings, an affordable multifamily project near Zinfandel Regional Transit Authority (RTA) light rail station, was approved and is currently occupied. In addition, the City purchased a 10- acre TOD property in 2018 and has plans to look at providing housing and community uses at this site. In addition, all new master plans
	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.				

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
	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 transportations 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 immediately adjacent to transit services.				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.
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	Community Development	The Affordable Housing Plan obligations will be implemented as projects are received by the Planning Department.	The City has negotiated Affordable Housing Plans (AHPs) with the developers of the SunCreek Specific Planning Area, Rio del Oro, and The Ranch Special Planning Area, as per Housing Element standards. Future Specific Plans will also include AHPs. The total number of affordable units to be built within the areas currently under AHPs is 4,777.

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
	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 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.				

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
	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. 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.	Staff has monitored the current processes and applications annually and has not identified any constraints to the development of housing.

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
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 Departments	Apply for funding as available.	During the planning period, the City partnered with three non-profit developers and one forprofit housing developer. Two permanent supportive housing developments were completed. Additionally, the City's developer partnerships worked on one transitional housing development and one affordable family housing development. These projects included 100 permanent supportive housing units, up to 60 transitional beds, and 17 affordable family units.
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.	During the previous Housing Element period, the City made a total of 12 loans through its CalHOME-funded home rehabilitation program. These loans provided funds to low-income homeowners in need of health and safety repairs. The City will look into applying for additional CalHOME funding in future funding cycles. About 30 single-family homes are rehabilitated each year. In addition, the City has strongly encouraged rental housing owners and managers to re-invest and upgrade rental housing stock through the Rental Housing Inspection Program.

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
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 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 Emergency Repair Program, funded in part by the City's CDBG allocation, funded 42 home repairs during the previous Housing Element period. These grants funded roof repairs and other emergency health and safety repairs for extremely low-, very low-, and low-income owners of single-family and mobile homes.
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 Improvement Program, SMUD, and the Sacramento Tree Foundation.	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. The City's neighborhood volunteer program repaired the exterior of 10 homes during the last planning cycle. The City's Volunteer Program organized residential improvement and revitalization, such as Re-build Day, Blight Busters, and other clean-up and beautification projects. These projects engaged volunteers from local businesses, residents, and church organizations. Over 2,500 trees have been planted in the City since 2016 in partnership with the Sacramento Tree Foundation, of which 80 percent have been in disadvantaged communities. In 2016 Blight Busters was able to cover all 17 of the City's residential neighborhoods. The City's nine Rebuild Day events in the last planning cycle assisted 81 homes in the Lincoln Village, Sunriver, White Rock, Walnutwood, Aspen Creek, and Cordova Lane neighborhoods.

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
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.	Throughout the previous Housing Element period, 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, focusing on properties with the highest calls for service. The City has also been formulating ordinances that would include services of a community prosecutor and other fee-based site review to continue to bolster that encouragement. The City proactively inspects all apartment complexes every three years and rental properties of 1-8 units every seven years to ensure health and safety standards are met. Rental properties must repair any deficiencies, or they are ultimately not allowed to operate as rental properties.
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 has continuously used CPTED standards as part of the design review process for new entitlements and has 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. Additionally, the City continues to consult with the City's police department for further CPTED and other safety standards.
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				The City continuously worked with both property owners and developers along Folsom Blvd. to identify development opportunities. The City has encouraged private owners to make frontage and landscape improvements along the boulevard. In 2013, the City partnered with Portland State University to develop an infill program to encourage use of underused sites in this corridor. Additionally, one multifamily affordable housing project was approved on Folsom Blvd. Other actions the city is taking or has taken are as follows: • • invested \$35 million i to repave, add sidewalks, and beautify Folsom Blvd. • • acquired substandard buildings and properties and demolished blight on at least three sites. • • working on the Civic Center project on an approximately 10-acre site that will include over \$100 million in investment and will hopefully catalyze further development along the Boulevard. • • funding a shopping cart removal service at a high level to ensure shopping carts are removed within hours. • • funding a Homeless Outreach Navigator and created a Homeless Outreach Team within the Police Department to specifically address homeless issues on Folsom Blvd. •
	Underutilized, blighted, and/or vacant shopping centers on Folsom Boulevard to increase mixed use and reuse in that corridor.	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.	

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
					working with other government agency partners, such as the Los Rios Community College and Sacramento Metro Fire to aid in the development of sites they own on Folsom Blvd.
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.				
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, CDBG	Community Development	Annually	The City has developed an affordable housing monitoring plan, and since 2018 has provided monitoring to City-funded affordable housing programs. To date, no units have converted to market rate. The City continues to monitor and to update its information regarding at-risk and other affordable housing units. The City continues to meet with nonprofit developers and other stakeholders and look for funding to maintain existing and at-risk affordable units and develop new affordable housing. Specifically, the City provided grant funding that, along with 4 percent tax credits, helped resyndicate the La Loma
	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				

2020 Housing Element Annual Report

	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
	participation in a subsidy program.				apartments, preserving 34 units.
	- 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 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.				

2020 Housing Element Annual Report

	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
	- 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). - 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	Throughout the Housing Element period, the City has continuously worked with both for-profit and non-profit developers to identify potential rehabilitation projects. City staff continually reviews the market for multifamily properties for sale that could be converted. Several properties have been identified but due to the high cost of such a project and policy direction to use the City's limited existing resources on higher priorities, this was not pursued. Once a project is identified City staff will reach out to nonprofit and for-profit partners to analyze the opportunity and discuss further steps. The City has coordinated with Mercy Housing, Mutual Housing, Bridge Housing Urban Housing Communities, CalCHA, and others on this effort.

2020 Housing Element Annual Report

	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
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 has encouraged best practices by maintaining ongoing contact with other jurisdictions' housing programs and creating a matrix of information about other jurisdictions' programs. The City does this periodically to review other jurisdictions current practices and does not plan to continue this as a formal program.
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	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 throughout the City, including Villages of Zinfandel and the Mather Special Plan Area. Discussion with applicants is ongoing and occurs when applicants approach the City. The Limited-Use Permit was eliminated from the entitlement process in June 2017. The City will update the codes to comply with the 2019 state laws.

2020 Housing Element Annual Report

	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
	development of Housing, the City will either change the CUP requirement to a Limited Use permit or find alternative sites.				
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 did not have an opportunity to identify a conversion facility during this period. However, a new retirement congregate care facility was approved in 2019 and The Ranch Special Planning Area includes an active adult neighborhood.
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.				

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
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:	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 has sponsored two supportive housing projects that are targeting groups that have a high percentage disabled population: seniors and homeless veterans. Phases 1 and 3 of the Mather Veterans Village (MVV) provide permanent supportive housing and have assisted approximately 130 people. Phase 2 is a transitional housing program and is serving approximately 24 people. Phases 1 and 3 will assist 10 additional people annually for the next 50 years, and Phase 2 will assist approximately 1,200 people over the next 50 years.
	☐ 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.				
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 ensure development standards do not constrain the development of SROs, the City will evaluate adopting development standards which may include:	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 seen market interest in developing SRO type housing except for student housing. The City did not receive any SRO applications or inquiries during this period beyond the student housing application which is a 420- unit SRO dormitory on an infill property within the City's central business district.
	☐ 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				

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
	☐ 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	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 (LIBP) zones. The City will permit and continue to allow transitional and supportive housing in all residential 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	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 participates in the Continuum of Care through Sacramento County. Transitional housing facilities receive special consideration during the entitlement process, including parking reductions and density bonuses. All transitional facilities are required to have a management plan. The City is the physical location of the Mather Community Campus. Sacramento County and Volunteers of America operate four separate programs at this location, including a transitional housing program, a veteran's transitional housing program, and a transitional age youth housing and services center.
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.				

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
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: - o Production, marketing, and distribution of fair housing materials, and marketing in non-English languages - o Fair housing case intake, and routing of fair housing complaints through the City's Fair Housing Representative - o Routing of potential fair housing 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 fair housing identified in the City's Analysis of Impediments to Fair Housing (AI) completed in 2010.	General Fund, CDBG funds	Housing Services Division	Ongoing	The City has taken a regional approach by partnering with neighboring jurisdictions and organizations, such as Project Sentinel, Sacramento Self-help Housing, the Sacramento Housing and Redevelopment Agency, and the Rental Housing Association. Through these partnerships, the City has been able to attain scale and leverage funding for robust Fair Housing enforcement.
Action H.3.4.2	Per Chapter 1.1.0 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	The City has continuously worked to accommodate individuals that require reasonable accommodations consistent with the provision of the zoning code. During the previous Housing Element period, there were no formal reasonable application submittals. This program will be updated to ensure compliance with State Law.
GOAL H.4	PURSUE SUSTAINABLE DEVELOPMENT AND ENERGY EFFICIENCY FOR NEW RESIDENTIAL DEVELOPMENT AND EXISTING HOUSING STOCK.				

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	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	The Planning Department and Building Department have continuously coordinated efforts to encourage energy efficiency in design. In 2018, the City and Mercy Housing successfully implemented Sacramento Municipal Utility District's (SMUD's) virtual net-metering program on Mather Veterans Village Phase 1 and has planned to extend the program to Phases 2 and 3. The City has also partnered with Grid Alternatives.
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.				
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 has established a trust that is funded through the Housing Trust Development Impact Fees. The Affordable Housing Plans include an in-lieu fee for each market rate housing unit, land dedication, and land purchase options.

2020 Housing Element Annual Report

	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
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 BEGIN 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, BEGIN, 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 HCD	The City has continuously submitted applications for grants and other affordable housing funding, including: • HOME • CalHOME • UrbanLift • Infill grant • Affordable Housing Sustainable Communities • Tax Credits Over the past planning period, the City has been awarded funds from TCAC, IIG, VHHP, CA LHFF, and DOF CBTH programs for the Mather Veterans Village Phases 1,2, and 3 projects. These projects included 100 units of permanent supportive housing and 48 units of transitional housing. The City has also received a CalHome grant for single-family home rehabilitation loans. 12 single-home rehabilitations were completed.
Action H.5.2.2	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 contacts financial institutions operating within the City to learn more about local CRA programs and discuss any issues or obstacles for using CRA funds in Rancho Cordova. City sponsored partners, such as the Cordova Community Council, also directly reach out to financial institutions for program sponsorships and grant funding. A number of banks already operate in the City, providing very low-cost down payment programs, and mortgages to low- and moderate income households.

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
Policy H.5.3	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.5.3.1	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 has continuously worked to encourage development of affordable housing projects 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.				
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:	General Fund	Community Development Department	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 assessed the opportunity to update the Housing Trust Development Impact Fee but did not update the fee. It was determined that the current impact fee meets the desires of the City. As of January 2021, there is approximately \$250,000 in the trust fund.
	☐ 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				

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	Description	Funding Source:	Responsible Agency:	Time Frame:	Status/Steps Taken
	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 Information	
Jurisdiction Name	Rancho Cordova
Reporting Calendar Year	2020
Contact Information	
First Name	Stefan
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City	Rancho Cordova
Zipcode	95670

Jurisdiction	Rancho Cordova
Reporting Year	2020 (Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT Housing Element Implementation

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

(CCR Title 25 §6202)

Table A

Housing Development Applications Submitted

Project Identifier					Unit Types		Date Application Submitted	Proposed Units - Affordability by Household Incomes							Total Approved Units by Project	Total Disapproved Units by Project	Streamlining	Notes	
1					2	3	4	5							6	7	8	9	10
Prior APN*	Current APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Unit Category (SFA,SFD,2 to 4,5+,ADU,MH)	Tenure R=Renter O=Owner	Date Application Submitted (see instructions)	Very Low-Income Deed Restricted	Very Low-Income Non Deed Restricted	Low-Income Deed Restricted	Low-Income Non Deed Restricted	Moderate-Income Deed Restricted	Moderate-Income Non Deed Restricted	Above Moderate-Income	Total PROPOSED Units by Project	Total APPROVED Units by project	Total DISAPPROVED Units by Project	Was APPLICATION SUBMITTED Pursuant to GC 65913.4(b)? (SB 35 Streamlining)	Notes*
Summary Row: Start Data Entry Below								0	0	0	0	0	440	384	624	620	0	0	
	075-0450-009	9851 Folsom Boulevard	Trumark Kassis Subdivision	DD9885	SFD	O	8/10/2020								196	196		No	Application is still in process.
	072-0600-002	2926 Prospect Park Drive	CA Northside University Dormitory	DD9919	MH	R	3/6/2020						440		440	440		No	
	067-1060-003	SE Corner of Rancho Cordova Parkway and Borderlands Drive	Cresleigh Homes Village 3 Design Review	DD9925	SFD	O	1/1/2020							81	81	81		No	This application was for design review.
	067-1100-008	Douglas Road and Grant Line Road	Acacia at Cypress Design Review	DD10010	SFD	O	9/30/2020							99	99	99		No	
	067-0720-031, 067-0090-039	Northwest corner of Kieler Blvd and Rancho Cordova Parkway	Anatolia 3 Village 27 Subdivision Map	DD10020	SFD	O	11/23/2020							8	8			No	This application is in process.

ATTACHMENT 4

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ITEM 16.2.

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ITEM 16.2.

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Jurisdiction	Rancho Cordova	
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ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
 (CCR Title 25 §6202)

This table is auto-populated once you enter your jurisdiction name and current year data. Past year information comes from previous APRs.
 Please contact HCD if your data is different than the material supplied here

Table B													
Regional Housing Needs Allocation Progress													
Permitted Units Issued by Affordability													
		1	2									3	4
Income Level		RHNA Allocation by Income Level	2013	2014	2015	2016	2017	2018	2019	2020	2021	Total Units to Date (all years)	Total Remaining RHNA by Income Level
Very Low	Deed Restricted	1539			50		50					100	1439
	Non-Deed Restricted												
Low	Deed Restricted	1079											1079
	Non-Deed Restricted												
Moderate	Deed Restricted	1303					110	104	210	320		744	559
	Non-Deed Restricted												
Above Moderate		3087	331	254	402	330	306	142	254	252		2271	816
Total RHNA		7008											
Total Units			331	254	452	330	466	246	464	572		3115	3893

Note: units serving extremely low-income households are included in the very low-income permitted units totals
 Cells in grey contain auto-calculation formulas

Jurisdiction	Rancho Cordova	
Reporting Year	2020	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation

(CCR Title 25 §6202)

Note: "*" indicates an optional field

Cells in grey contain auto-calculation formulas

Table C																	
Sites Identified or Rezoned to Accommodate Shortfall Housing Need																	
Project Identifier				Date of Rezone	RHNA Shortfall by Household Income Category				Type of Shortfall	Sites Description							
1				2	3				4	5	6	7	8		9	10	11
APN	Street Address	Project Name*	Local Jurisdiction Tracking ID*	Date of Rezone	Very Low-Income	Low-Income	Moderate-Income	Above Moderate-Income	Type of Shortfall	Parcel Size (Acres)	General Plan Designation	Zoning	Minimum Density Allowed	Maximum Density Allowed	Realistic Capacity	Vacant/Nonvacant	Description of Existing Uses
Summary Row: Start Data Entry Below																	

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(CCR Title 25 §6202)

Jurisdiction		Rancho Cordova	
Reporting Year		2020 (Jan. 1 - Dec. 31)	
Table D			
Program Implementation Status pursuant to GC Section 65583			
Housing Programs Progress Report			
Describe progress of all programs including local efforts to remove governmental constraints to the maintenance, improvement, and development of housing as identified in the housing element.			
1	2	3	4
Name of Program	Objective	Timeframe in H.E	Status of Program Implementation
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.	Inquire with employers once every two years.	The City Economic Development Department receives California Employment Development Department (EDD) data with salary information in relation to industries.
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.	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. The Ranch Project, which was approved in 2019, includes an Affordable Housing Plan. The project includes a land dedication of 7.14 acres that will be dedicated to the City. This land will be developed at a minimum of 26 units per acre.
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.	Ongoing, as projects are possessed though the Planning Department.	The Suncreek and Rio Del Oro Specific Plans were approved in 2013 and 2016, respectively. These plans include a variety of housing types and densities, ranging from 6.1 dwelling units per acre (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.

H.1.4.1	The Suncreek and Rio Del Oro Specific Plans were approved in 2013 and 2016, respectively. These plans include a variety of housing types and densities, ranging from 6.1 dwelling units per acre (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.	The City will coordinate efforts to apply for funding for transit-oriented developments as Notices of Funding Available (NOFAs) are released and will create project requirements and incentives to encourage reduced auto use in transit nodes.	The City is maintaining a commitment to TOD high-density residential in review of all projects to be located adjacent to Regional Transit access points. The Crossings, an affordable multifamily project near Zinfandel Regional Transit Authority (RTA) light rail station, was approved and is currently occupied. In addition, the City purchased a 10- acre TOD property in 2018 and has plans to look at providing housing and community uses at this site. In addition, 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.
H.1.5.1	The City has established 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.	The Affordable Housing Plan obligations will be implemented as projects are received by the Planning Department.	The City has negotiated Affordable Housing Plans (AHPs) with the developers of the Suncreek Specific Planning Area, Rio del Oro, and The Ranch Special Planning Area, as per Housing Element standards. Future Specific Plans will also include AHPs. The total of these for areas with AHPs is 4,777 units at build out.
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.	Annually monitor the Affordable Housing Plan.	Staff has monitored the current processes and applications annually and has not identified any constraints to the development of housing.
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).	Apply for funding as available.	During the planning period, the City partnered with three non-profit developers and one forprofit housing developer. Two permanent supportive housing developments were completed. Additionally, the City's developer partnerships worked on one transitional housing development and one affordable family housing development. These projects included 100 permanent supportive housing units, up to 60 transitional beds, and 17 affordable family units.

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.	Apply for funding as Notices of Funding Available (NOFAs) are released.	During the previous Housing Element period, the City made a total of 12 loans through its CalHOME-funded home rehabilitation program. These loans provided funds to low-income homeowners in need of health and safety repairs. The City will look into applying for additional CalHOME funding in future funding cycles. About 30 single-family homes are rehabilitated each year. In addition, the City has strongly encouraged rental housing owners and managers to re-invest and upgrade rental housing stock through the Rental Housing Inspection Program.
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 for mobile home owners and single family homeowners to address immediate health and safety problems	The City will provide loans as funding becomes available each year.	The Emergency Repair Program, funded in part by the City's CDBG allocation, funded 42 home repairs during the previous Housing Element period. These grants funded roof repairs and other emergency health and safety repairs for extremely low-, very low-, and low-income owners of single-family and mobile homes.
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 Improvement Program, SMUD, and the Sacramento Tree Foundation.	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. The City's neighborhood volunteer program repaired the exterior of 10 homes during the last planning cycle. The City's Volunteer Program organized residential improvement and revitalization, such as Re-build Day, Blight Busters, and other clean-up and beautification projects. These projects engaged volunteers from local businesses, residents, and church organizations. Over 2,500 trees have been planted in the City since 2016 in partnership with the Sacramento Tree Foundation, of which 80 percent have been in disadvantaged communities. In 2016 Blight Busters was able to cover all 17 of the City's residential neighborhoods. The City's nine Rebuild Day events in the last planning cycle assisted 81 homes in the Lincoln Village, Sunriver, White Rock, Walnutwood, Aspen Creek, and Cordova Lane neighborhoods.
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.	Ongoing.	Throughout the previous Housing Element period, 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, focusing on properties with the highest calls for service. The City has also been formulating ordinances that would include services of a community prosecutor and other fee-based site review to continue to bolster that encouragement. The City proactively inspects all apartment complexes every three years and rental properties of 1-8 units every seven years to ensure health and safety standards are met. Rental properties must repair any deficiencies, or they are ultimately not allowed to operate as rental properties.
H.2.1.5	Continue to implement the Crime Prevention Through Environmental Design (CPTED) standards through the design review process.	Implemented as part of the project processing and review of individual development applications.	The Planning Department has continuously used CPTED standards as part of the design review process for new entitlements and has 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. Additionally, the City continues to consult with the City's police department for further CPTED and other safety standards.

H.2.2.1	Continue to identify and implement opportunities on Folsom Boulevard for revitalization that will improve the Folsom Boulevard corridor.	Mixed-use and revitalization opportunities are currently being developed through the Folsom Boulevard Specific Plan.	The City continuously worked with both property owners and developers along Folsom Blvd. to identify development opportunities. The City has encouraged private owners to make frontage and landscape improvements along the boulevard. In 2013, the City partnered with Portland State University to develop an infill program to encourage use of underused sites in this corridor. Additionally, one multifamily affordable housing project was approved on Folsom Blvd. Other actions the city is taking or has taken are as follows: invested \$35 million i to repave, add sidewalks, and beautify Folsom Blvd, acquired substandard buildings and properties and demolished blight on at least three sites, working on the Civic Center project on an approximately 10-acre site that will include over \$100 million in investment and will hopefully catalyze further development along the Boulevard, funding a shopping cart removal service at a high level to ensure shopping carts are removed within hours, funding a Homeless Outreach Navigator and created a Homeless Outreach Team within the Police Department to specifically address homeless issues on Folsom Blvd.
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.	Annually	The City is continuing to collect the Housing Stock Conservation Fee on business licenses
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.	Annually	The City has developed an affordable housing monitoring plan, and since 2018 has provided monitoring to City-funded affordable housing programs. To date, no units have converted to market rate. The City continues to monitor and to update its information regarding at-risk and other affordable housing units. The City continues to meet with nonprofit developers and other stakeholders and look for funding to maintain existing and at-risk affordable units and develop new affordable housing. Specifically, the City provided grant funding that, along with 4 percent tax credits, helped resyndicate the La Loma apartments, preserving 34 units.

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.	Ongoing	Throughout the Housing Element period, the City has continuously worked with both for-profit and non-profit developers to identify potential rehabilitation projects. City staff continually reviews the market for multifamily properties for sale that could be converted. Several properties have been identified but due to the high cost of such a project and policy direction to use the City's limited existing resources on higher priorities, this was not pursued. Once a project is identified City staff will reach out to nonprofit and for-profit partners to analyze the opportunity and discuss further steps. The City has coordinated with Mercy Housing, Mutual Housing, Bridge Housing Urban Housing Communities, CalCHA, and others on this effort.
H.3.1.1	Continue to review other local jurisdictions' programs that spread a range of housing types throughout the jurisdiction.	Ongoing	The City has encouraged best practices by maintaining ongoing contact with other jurisdictions' housing programs and creating a matrix of information about other jurisdictions' programs. The City does this periodically to review other jurisdictions current practices and does not plan to continue this as a formal program.
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.	Annually monitor the CUP process to ensure it doesn't pose a constraint to any of the sites listed above.	These sites are located throughout the City, including Villages of Zinfandel and the Mather Special Plan Area. Discussion with applicants is ongoing and occurs when applicants approach the City. The Limited-Use Permit was eliminated from the entitlement process in June 2017. The City will update the codes to comply with the 2019 state laws.
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.	Evaluate the feasibility of converting units as sites are identified and funding becomes available.	The City did not have an opportunity to identify a conversion facility during this period. However, a new retirement congregate care facility was approved in 2019 and The Ranch Special Planning Area includes an active adult neighborhood.

H.3.3.1	Provide accessibility in housing for persons with physical and developmental disabilities by implementing state and federal requirements.	Ongoing. Provide accessibility in housing for persons with disabilities as projects are processed through the Planning Department.	The City has sponsored two supportive housing projects that are targeting groups that have a high percentage disabled population: seniors and homeless veterans. Phases 1 and 3 of the Mather Veterans Village (MVV) provide permanent supportive housing and have assisted approximately 130 people. Phase 2 is a transitional housing program and is serving approximately 24 people. Phases 1 and 3 will assist 10 additional people annually for the next 50 years, and Phase 2 will assist approximately 1,200 people over the next 50 years.
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 ensure development standards do not constrain the development of SROs, the City will evaluate adopting development standards.	Implemented as part of project processing and review of individual development applications	The City has not seen market interest in developing SRO type housing except for student housing. The City did not receive any SRO applications or inquiries during this period beyond the student housing application which is a 420- unit SRO dormitory on an infill property within the City's central business district.
H.3.3.3	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 (LIBP) zones. The City will permit and continue to allow transitional and supportive housing in all residential 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.	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 participates in the Continuum of Care through Sacramento County. Transitional housing facilities receive special consideration during the entitlement process, including parking reductions and density bonuses. All transitional facilities are required to have a management plan. The City is the physical location of the Mather Community Campus. Sacramento County and Volunteers of America operate four separate programs at this location, including a transitional housing program, a veteran's transitional housing program, and a transitional age youth housing and services center.

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.	Ongoing	The City has taken a regional approach by partnering with neighboring jurisdictions and organizations, such as Project Sentinel, Sacramento Self-help Housing, the Sacramento Housing and Redevelopment Agency, and the Rental Housing Association. Through these partnerships, the City has been able to attain scale and leverage funding for robust Fair Housing enforcement.
H.3.4.2	Per Chapter 1.1.0 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.	Ongoing	The City has continuously worked to accommodate individuals that require reasonable accommodations consistent with the provision of the zoning code. During the previous Housing Element period, there were no formal reasonable application submittals. This program will be updated to ensure compliance with State Law.
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.	Ongoing	The Planning Department and Building Department have continuously coordinated efforts to encourage energy efficiency in design. In 2018, the City and Mercy Housing successfully implemented Sacramento Municipal Utility District's (SMUD's) virtual net-metering program on Mather Veterans Village Phase 1 and has planned to extend the program to Phases 2 and 3. The City has also partnered with Grid Alternatives.
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.	Determine viability of creating a local housing trust fund by end of fiscal year 2014.	The City has established a trust that is funded through the Housing Trust Development Impact Fees. The Affordable Housing Plans include an in-lieu fee for each market rate housing unit, land dedication, and land purchase options.

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 BEGIN 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.	Ongoing. The City will apply for all of the above loans and grants as Notices of Funding Available (NOFAs) are released from HCD	The City has continuously submitted applications for grants and other affordable housing funding, including: HOME, CALHOME, UrbanLift, Infill Infrastructure Grants, Affordable Housing Sustainable Communities, Tax Credits. Over the past planning period, the City has been awarded funds from TCAC, IIG, VHHP, CA LHTF, and DOF CBTH programs for the Mather Veterans Village Phases 1,2, and 3 projects. These projects included 100 units of permanent supportive housing and 48 units of transitional housing. The City has also received a CalHome grant for single-family home rehabilitation loans. 12 single-home rehabilitations were completed.
H.5.2.2	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.	Meet with financial institutions serving Rancho Cordova regularly to determine what funding is available for lower-income households	The City contacts financial institutions operating within the City to learn more about local CRA programs and discuss any issues or obstacles for using CRA funds in Rancho Cordova. City sponsored partners, such as the Cordova Community Council, also directly reach out to financial institutions for program sponsorships and grant funding. A number of banks already operate in the City, providing very low-cost down payment programs , and mortgages to low- and moderate income households.
H.5.3.1	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.	Offer incentives as projects are processed through the Planning Department.	The City has continuously worked to encourage development of affordable housing projects as funds and resources become available.

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.	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 assessed the opportunity to update the Housing Trust Development Impact Fee but did not update the fee. It was determined that the current impact fee meets the desires of the City. As of January 2021, there is approximately \$250,000 in the trust fund.
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Jurisdiction	Rancho Cordova	
Reporting Period	2020	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT

Housing Element Implementation

(CCR Title 25 §6202)

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table E									
Commercial Development Bonus Approved pursuant to GC Section 65915.7									
Project Identifier				Units Constructed as Part of Agreement				Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
1				2				3	4
APN	Street Address	Project Name ⁺	Local Jurisdiction Tracking ID ⁺	Very Low Income	Low Income	Moderate Income	Above Moderate Income	Description of Commercial Development Bonus	Commercial Development Bonus Date Approved
Summary Row: Start Data Entry Below									

Jurisdiction	Rancho Cordova	
Reporting Period	2020	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
(CCR Title 25 §6202)

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

Table F									
Units Rehabilitated, Preserved and Acquired for Alternative Adequate Sites pursuant to Government Code section 65583.1(c)									
Please note this table is optional: The jurisdiction can use this table to report units that have been substantially rehabilitated, converted from non-affordable to affordable by acquisition, and preserved, including mobilehome park preservation, consistent with the standards set forth in Government Code section 65583.1, subdivision (c). Please note, motel, hotel, hostel rooms or other structures that are converted from non-residential to residential units pursuant to Government Code section 65583.1(c)(1)(D) are considered net-new housing units and must be reported in Table A2 and not reported in Table F.									
Activity Type	Units that Do Not Count Towards RHNA ⁺ Listed for Informational Purposes Only				Units that Count Towards RHNA ⁺ Note - Because the statutory requirements severely limit what can be counted, please contact HCD to receive the password that will enable you to populate these fields.				The description should adequately document how each unit complies with subsection (c) of Government Code Section 65583.1 ⁺
	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	Extremely Low-Income ⁺	Very Low-Income ⁺	Low-Income ⁺	TOTAL UNITS ⁺	
Rehabilitation Activity									
Preservation of Units At-Risk									
Acquisition of Residential Units									
Mobilehome Park Preservation									
Total Units by Income									

Jurisdiction	Rancho Cordova
Reporting Period	2020 (Jan. 1 - Dec. 31)

NOTE: This table must only be filled out if the housing element sites inventory contains a site which is or was owned by the reporting jurisdiction, and has been sold, leased, or otherwise disposed of during the reporting year.

Note: "+" indicates an optional field
Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
 (CCR Title 25 §6202)

Table G						
Locally Owned Lands Included in the Housing Element Sites Inventory that have been sold, leased, or otherwise disposed of						
Project Identifier						
1				2	3	4
APN	Street Address	Project Name ⁺	Local Jurisdiction Tracking ID ⁺	Realistic Capacity Identified in the Housing Element	Entity to whom the site transferred	Intended Use for Site
Summary Row: Start Data Entry Below						

Jurisdiction	Rancho Cordova	
Reporting Period	2020 (Jan. 1 - Dec. 31)	

Note: "+" indicates an optional field

Cells in grey contain auto-calculation formulas

ANNUAL ELEMENT PROGRESS REPORT
Housing Element Implementation
 (CCR Title 25 §6202)

Table H						
Locally Owned Surplus Sites						
Parcel Identifier				Designation	Size	Notes
1	2	3	4	5	6	7
APN	Street Address/Intersection	Existing Use	Number of Units	Surplus Designation	Parcel Size (in acres)	Notes
Summary Row: Start Data Entry Below						

Jurisdiction	Rancho Cordova	
Reporting Year	2020	(Jan. 1 - Dec. 31)

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	320
Above Moderate		252
Total Units		572

Note: Units serving extremely low-income households are included in the very low-income permitted units totals

Housing Applications Summary	
Total Housing Applications Submitted:	5
Number of Proposed Units in All Applications Received:	824
Total Housing Units Approved:	620
Total Housing Units Disapproved:	0

Use of SB 35 Streamlining Provisions	
Number of Applications for Streamlining	0
Number of Streamlining Applications Approved	0
Total Developments Approved with Streamlining	0
Total Units Constructed with Streamlining	0

Units Constructed - SB 35 Streamlining Permits			
Income	Rental	Ownership	Total
Very Low	0	0	0
Low	0	0	0
Moderate	0	0	0
Above Moderate	0	0	0
Total	0	0	0

Cells in grey contain auto-calculation formulas

Jurisdiction	Rancho Cordova	
Reporting Year	2020	(Jan. 1 - Dec. 31)

ANNUAL ELEMENT PROGRESS REPORT					
Local Early Action Planning (LEAP) Reporting					
(CCR Title 25 §6202)					
<i>Please update the status of the proposed uses listed in the entity's application for funding and the corresponding impact on housing within the region or jurisdiction, as applicable, categorized based on the eligible uses specified in Section 50515.02 or 50515.03, as applicable.</i>					
Total Award Amount	\$ 300,000.00		Total award amount is auto-populated based on amounts entered in rows 15-26.		
Task	\$ Amount Awarded	\$ Cumulative Reimbursement Requested	Task Status	Other Funding	Notes
Integrated Development Planning	\$95,000	\$0	Other (Please Specify in Notes)	None	Not yet started, waiting for award letter to arrive
Climate Action Plan	\$140,000	\$0	Other (Please Specify in Notes)	REAP	Not yet started, waiting for award letter to arrive. May also use REAP funds for this activity.
Artist affordable housing feasibility and market study	\$65,000	\$0	Other (Please Specify in Notes)	None	Not yet started, waiting for award letter to arrive

Summary of entitlements, building permits, and certificates of occupancy (auto-populated from Table A2)

Completed Entitlement Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		0
Total Units		0

Building Permits Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0

ITEM 16.2.

ATTACHMENT 4

Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	320
Above Moderate		252
Total Units		572

Certificate of Occupancy Issued by Affordability Summary		
Income Level		Current Year
Very Low	Deed Restricted	0
	Non-Deed Restricted	0
Low	Deed Restricted	0
	Non-Deed Restricted	0
Moderate	Deed Restricted	0
	Non-Deed Restricted	0
Above Moderate		0
Total Units		0

ITEM 16.2.**ATTACHMENT 5****Hazard Mitigation Plan Action Items**

Action #	Description	Hazard(s) Addressed	Priority	Lead Agency /Department	Potential Funding Sources	Implementation Schedule	Implementation Status
1	Adoption of the LHMP into the Safety Element of the General Plan by reference or incorporation	All Hazards	High	Planning	Local	As soon as possible (by the end of 2018)	Completed Dec 2018
2	Sunrise Blvd Widening Kiefer to Jackson	Flooding	Med	Public Works	Fed, State, and Local	Within 5 years	Anticipate design start in 2022.
3	City Disaster Debris Management Plan	Multi-hazard	Med	Public Works	FEMA, Local	Completed	Completed
4	Transportation Interconnectivity; ensure interconnectivity and road standards are maintained for disaster preparedness/evacuations	Multi-hazard	High	Planning and Public Works	Local	On-going	On-going
5	Intergovernmental Agreement between County and the City	Multi-hazard	Med	Public Works	FEMA, Local	MOU Completed	Completed
6	Land Use; as the City grows towards the south and east, cluster development and open space will be encouraged.	Multi-hazard	High	Planning	Local	On-going	On-going
7	Post disaster training for staff	Multi-hazard	High	Planning	Local	On-going	On-going
8	Update/Maintain Emergency Operation Plan (EOPs). Assemble key City staff to form a team to update and maintain EOPs	Multi-hazard	Med	Public Works to include all City Depts.	Local	Next 5 years	City of Rancho Cordova is part of the Sacramento County Emergency Operation Area Plan (EOA). Staff attends training classes (On-Going).
9	Increase Everbridge (Reverse 911 system to provide message	Multi-hazard	Med	Public Information	Local	FY 16/17	On-Going

ITEM 16.2.**ATTACHMENT 5****Hazard Mitigation Plan Action Items**

Action #	Description	Hazard(s) Addressed	Priority	Lead Agency /Department	Potential Funding Sources	Implementation Schedule	Implementation Status
	alerts) Enrollment			Officer			
10	Develop and maintain a database to track community vulnerability	Gas infrastructure and facilities	Med	IT Dept, Public Works; GIS, Police and Fire	Local	FY 17	Part of the Hazard Mitigation Plan
11	City Website and Social Media Emergency Information (ensure info regarding emergencies is available through the City website with link to the Multi-Jurisdiction HMP, press notification and social media)	Multi-hazard	High	Communication Dept.		FY 18; info on website evaluated once a year	Completed Link to Multi-Jurisdiction HMP on City Planning website page FY 18.
12	Building & Safety Division Disaster Inspector Training	Post disaster, Multi-hazard	Med	Building Division	Local	As needed	3 Building Inspectors are Certified
13	Landscape and Irrigation requirements for City owned facilities. (Develop a new drought policy)	Drought	Med	Public Works, Facility Dept, Finance	Local	Next 5 years (deadline date of 2021)	Part of the LID development for new facilities.
14	Landscape Ordinance (Update and maintain proper landscaping practices)	Drought	High	Planning	Local	On-going	On-going
15	Impervious surface (restrict impervious surface)	Drought and flooding	Med	Planning	Local	On-going	On-going
16	Porous pavement and vegetative buffers (encourage the use of porous pavement, vegetative buffers, and islands in large parking areas)	Drought and flooding	Med	Planning	Local	On-going	On-going
17	Storm Water Pump Station Infrastructure Upgrades (purchase 4 portable generators)	Flooding	High	Public Works	Local	Next 5 years (deadline date of 2021)	Analysis completed. Only 1 portable generator

ITEM 16.2.**ATTACHMENT 5****Hazard Mitigation Plan Action Items**

Action #	Description	Hazard(s) Addressed	Priority	Lead Agency /Department	Potential Funding Sources	Implementation Schedule	Implementation Status
							is needed. Awaiting to purchase generator.
18	SB-5 Urban Level of Flood Protection	Flooding	High	Public Works	Local	Completed by 2017	Completed 2017
19	Channel Vegetation Management and Erosion Control	Flooding	Med	Public Works	Local	Next 5 years (deadline date of 2021)	On-going
20	Adoption of Hydromodification and Low Impact Development (LID) Standards	Flooding and Drought	Med	Public Works	Local	Next 5 years (deadline date of 2021)	Completed in 2018
21	Stormwater Capital Improvement Master Plan (identify existing flooding problems and analysis priority list of recommendations for capital improvement projects	Flooding	High	Public Works	Local	Next 5 years (deadline date of 2021)	Initiated in 2018. Completed in 2020.
22	Sunrise Blvd & Monier Circle Drainage Improvements	Flooding	High	Public Works	Local	Next 5 years (deadline date of 2021)	Budget and Design for Improvements are complete. (2020)
23	Roundabouts (Encourage roundabouts in place of traffic signals where appropriate)	High wind and storm (evacuation)	Med	Planning/Public Works	Local	On-going through development process	On-going.

MEMORANDUM



ITEM 16.3.

DATE: March 15, 2021

TO: Honorable Mayor and Council Members

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

SUBJECT: **ANNEXATION OF THE RIO DEL ORO (ELLIOTT HOMES PORTION) PROJECT TO THE CITY OF RANCHO CORDOVA COMMUNITY FACILITIES DISTRICT NO. 2014-2 (STREET, LIGHTING, AND LANDSCAPE MAINTENANCE)**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution approves Annexation Map No. 9 for the Rio Del Oro (Elliott Homes Portion) project to Community Facilities District No. 2014-2 (Street, Lighting, and Landscape Maintenance) (hereinafter "CFD No. 2014-2") and approves the recording of the annexation map and the Notice of Special Tax Lien.

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 landscape 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 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 Annexation 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, roads, landscape, and appurtenant facilities in the public right of way. In February 2021, the property owner signed a unanimous approval of the annexation to CFD No. 2014-2. Adoption of the attached Resolution approves Annexation Boundary Map No. 9 for the project and directs the City Clerk to execute and record the Map and Notice of Special Tax Lien for the project.

FISCAL IMPACT AND FUNDING SOURCE

There is no impact to the General Fund.

ATTACHMENT(S)

1. Resolution
2. Exhibit A to the Resolution - Annexation Boundary Map
3. Exhibit B to the Resolution-Notice of Special Tax Lien-CFD 2014-2

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2021

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, APPROVING THE BOUNDARY MAP FOR THE RIO DEL ORO
(ELLIOTT HOMES PORTION) PROJECT ANNEXATION TO THE CITY OF RANCHO
CORDOVA COMMUNITY FACILITIES DISTRICT NO. 2014-2 (STREET, LIGHTING, AND
LANDSCAPE MAINTENANCE)**

WHEREAS, the Conditions of Approval for the Rio Del Oro 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 Landscape Maintenance) (the "District") and Future Annexation Area for maintenance of street, lighting, and landscape 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 February 2021, the property owner 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. 9 for the property known as the Rio Del Oro (Elliott Homes Portion) project, Exhibit A attached hereto, for the annexation of the property to CFD No. 2014-2 (Street, Lighting, and Landscape Maintenance).

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

1. The Council so finds and determines the above recitals are true and correct.
2. Council approves Annexation Boundary Map No. 9 and finds and determines that the territory

ITEM 16.3.

ATTACHMENT 1

shown in the Annexation Map is hereby added to and made a part of the District with full legal effect.

3. The City Clerk is directed to execute and record Annexation Boundary Map No. 9 in the office of the County Recorder of Sacramento County not later than 15 days after the adoption of this resolution.

4. 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 2021-2022, and the rate and method of apportionment of said tax shall be as set forth in the Resolution of Formation of the District.

5. The City Clerk is directed to execute and record a Notice of Special Tax Lien, Exhibit B, in the office of the County Recorder of Sacramento County not later than 15 days after recordation of the Annexation Boundary Map No. 9.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 15th day of March 2021 by the following vote of the City Council:

AYES:

NOES:

ABSENT:

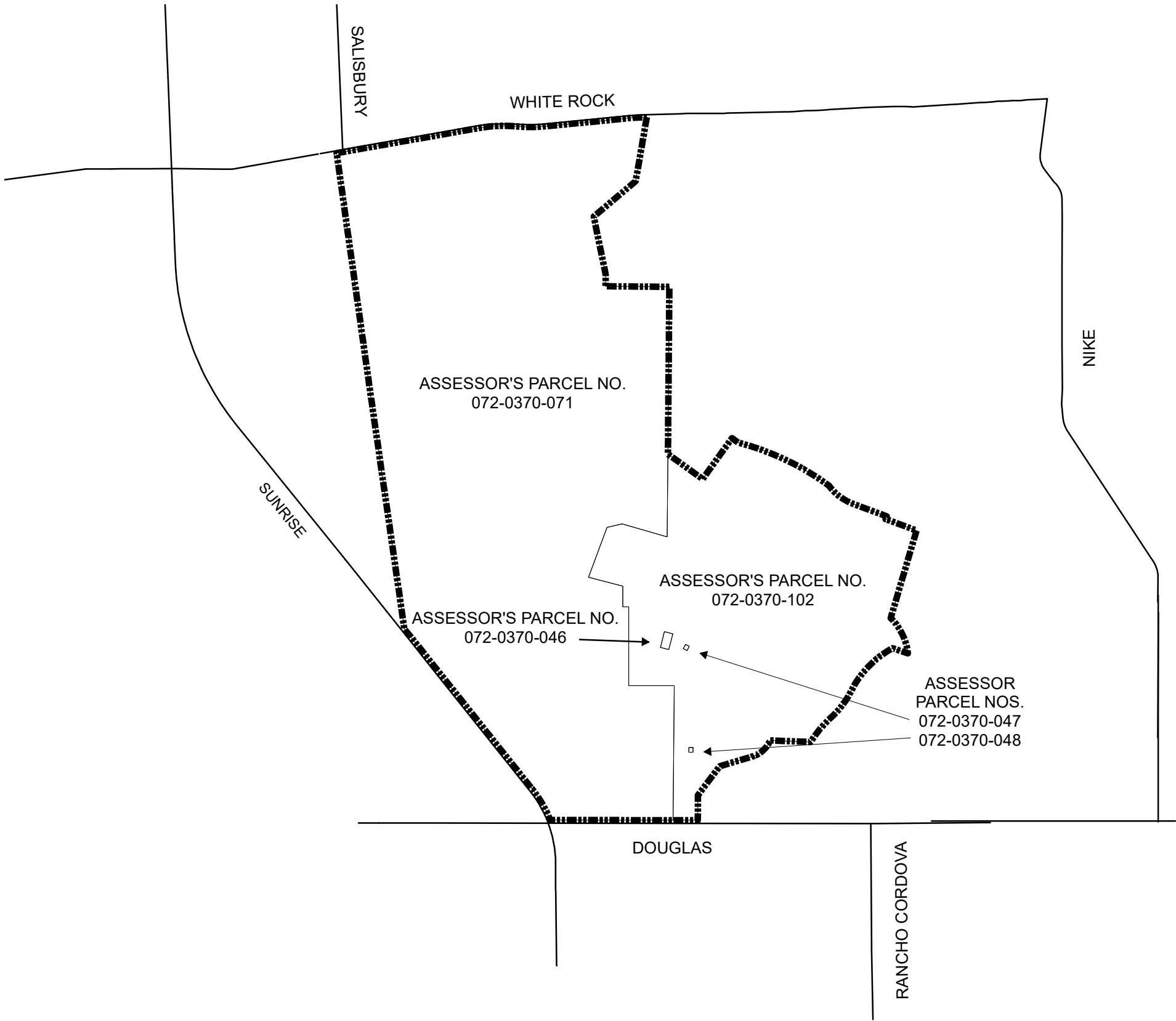
ABSTAIN:

ATTEST:

Garrett Gatewood, Mayor

Stacy Leitner, CMC
City Clerk

PROPOSED BOUNDARY OF
ANNEXATION 9
RIO DEL ORO (ELLIOTT HOMES PORTION) TO
CITY OF RANCHO CORDOVA
COMMUNITY FACILITIES DISTRICT NO. 2014-2
COUNTY OF SACRAMENTO, STATE OF CALIFORNIA



CLERK'S MAP STATEMENT

FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY OF RANCHO CORDOVA THIS ____ DAY OF _____ 2021.

CITY CLERK OF THE CITY OF RANCHO CORDOVA

CLERK'S MAP STATEMENT

I HEREBY CERTIFY THAT THE AREA SHOWN ON THIS MAP OF THE PROPOSED ANNEXATION 9 TO COMMUNITY FACILITIES DISTRICT NO. 2014-2, (STREET, LIGHTING, AND LANDSCAPE MAINTANANCE), CITY OF RANCHO CORDOVA, COUNTY OF SACRAMENTO, STATE OF CALIFORNIA, WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA AT A REGULARLY SCHEDULED MEETING THEREOF, HELD ON THE ____ DAY OF _____ 2021. BY ITS RESOLUTION NO. _____.

CITY CLERK OF THE CITY OF RANCHO CORDOVA

COUNTY RECORDER'S FILING STATEMENT

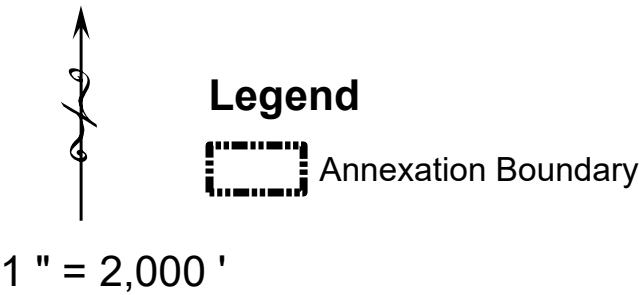
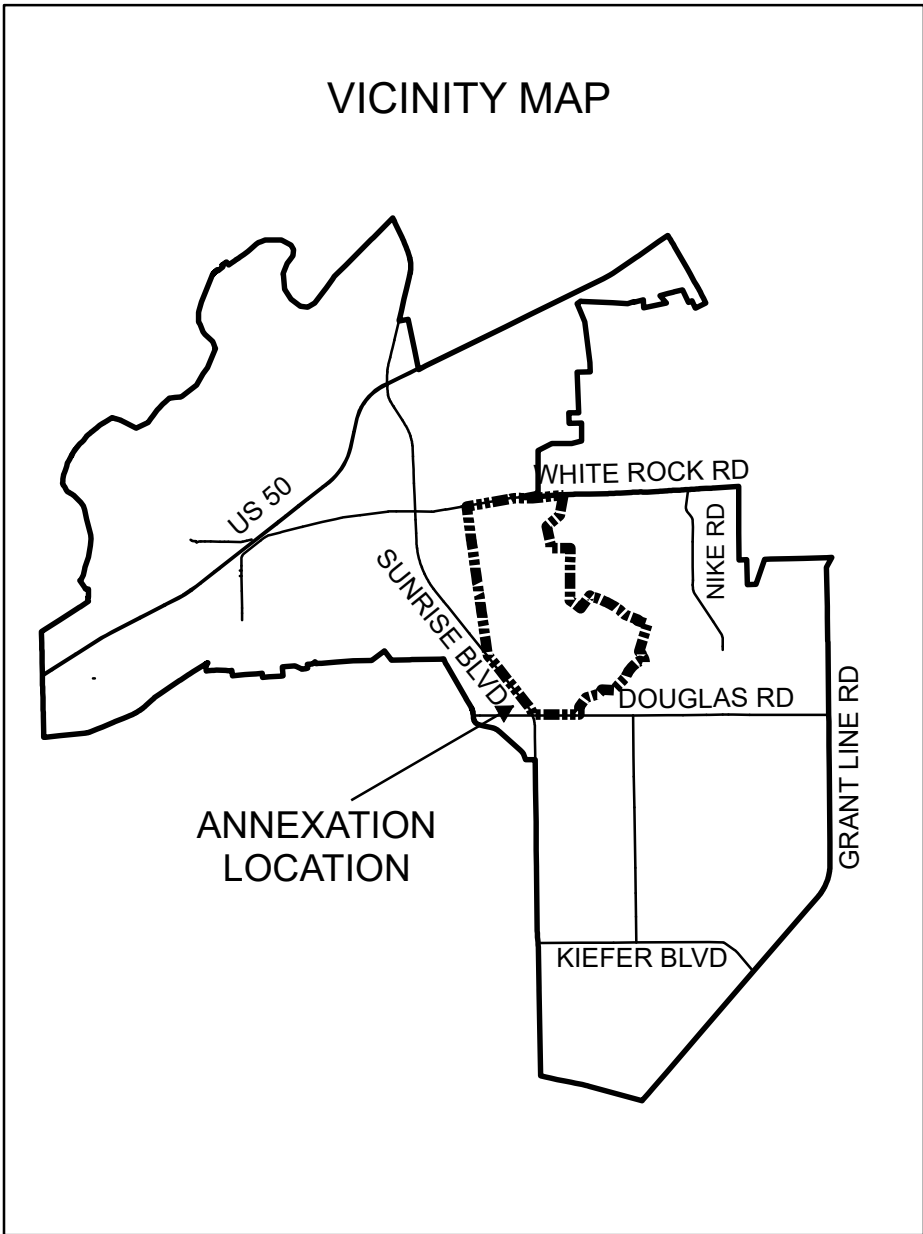
FILED THIS ____ DAY OF _____ 2021. AT THE HOUR OF _____ O'CLOCK ____ .M. IN BOOK _____ OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS PAGE NO. ____ IN THE OFFICE OF THE COUNTY RECORDER IN THE COUNTY OF SACRAMENTO, STATE OF CALIFORNIA.

DONNA ALLRED
COUNTY RECORDER OF THE COUNTY OF SACRAMENTO, CALIFORNIA

BY: _____
DEPUTY

FILE: _____

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 9 (Rio Del Oro)
County of Sacramento, California

Sheet 1 of 1

ITEM 16.3.**ATTACHMENT 3
Exhibit B to the Resolution**

RECORDING REQUESTED BY
AND WHEN RECORDED RETURN TO:

City of Rancho Cordova
2729 Prospect Park Drive
Rancho Cordova, California 95670
Attention: City Clerk

AMENDED 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 services as described in Exhibit A attached hereto and hereby made a part hereof.

The special taxes are authorized to be levied within Annexation Boundary Map No. 9 (the "Annexed Area") of the City of Rancho Cordova Community Facilities District No. 2014-2 (Street, Lighting, and Landscape 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 B 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 C 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 page 353, in the office of the County Clerk & Recorder of the County of Sacramento, California, which contains

ITEM 16.3.

**ATTACHMENT 3
Exhibit B to the Resolution**

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. 20140430 Pg0873 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 132, Page 19, Document No. 202012020161 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

EXHIBIT A

**CITY OF RANCHO CORDOVA
COMMUNITY FACILITIES DISTRICT NO. 2014-2
(Streets, Lighting, and Landscape Maintenance)**

DESCRIPTION OF DISTRICT MAINTENANCE SERVICES

Description of services:

Maintenance of public street, lighting, and landscape improvements

- Maintenance means the furnishing of services and materials for the replacement of public street, lighting and landscaping improvements, and appurtenant facilities, including the administration and overhead related to the maintenance activities.

Reserve Fund

- The CFD special taxes may be collected and set-aside in designated funds, collected over several years, that may be used by the CFD to fund future replacement of public streets, lighting and landscaping improvements and other services as determined by the CFD.

EXHIBIT B

CITY OF RANCHO CORDOVA
COMMUNITY FACILITIES DISTRICT NO. 2014-2
(STREET, LIGHTING, AND LANDSCAPE 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 Landscape 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

ITEM 16.3.

ATTACHMENT 3 Exhibit B to the Resolution

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, bookstores, 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.

ITEM 16.3.

ATTACHMENT 3 Exhibit B to the Resolution

“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-

ITEM 16.3.**ATTACHMENT 3
Exhibit B to the Resolution**

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.

ITEM 16.3.**ATTACHMENT 3
Exhibit B to the Resolution****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.

ITEM 16.3.**ATTACHMENT 3
Exhibit B to the Resolution****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).

ITEM 16.3.**ATTACHMENT 3
Exhibit B to the Resolution****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

ITEM 16.3.**ATTACHMENT 3
Exhibit B to the Resolution**

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 C

OWNER AND THE ASSESSOR'S TAX PARCEL NUMBER(S)

<u>Parcel No.</u>	<u>Property Owner</u>
072-0370-046	Alta Vista, LLC
072-0370-047	Alta Vista, LLC
072-0370-048	Alta Vista, LLC
072-0370-070	Alta Vista, LLC
072-0370-102	Alta Vista, LLC

MEMORANDUM



ITEM 16.4.

DATE: March 15, 2021

TO: Honorable Mayor and Council Members

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

SUBJECT: **ANNEXATION OF RIO DEL ORO (ELLIOTT HOMES PORTION)
PROJECT TO THE CITY OF RANCHO CORDOVA
COMMUNITY FACILITIES DISTRICT NO. 2018-2 (COMMUNITY
PLACES AND NEIGHBORHOOD GREENS)**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution approves Annexation Boundary Map No. 2 for the Rio Del Oro (Elliott Homes Portion) project to Community Facilities District No. 2018-2 (Community Places and Neighborhood Greens) and approves the recording of the Annexation Boundary Map and the Notice of Special Tax Lien.

BACKGROUND

On August 6, 2018, the City adopted a Resolution of Intention to establish a Community Facilities District (CFD) and Future Annexation Area for citywide maintenance of community places and neighborhood greens. The special tax contributes to the cost of the operation and maintenance of public improvements including community plazas, neighborhood greens, and regional trails. On September 17, 2018, the City adopted the resolution forming CFD No. 2018-2 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 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 Annexation 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. 2018-2 to provide funding for maintenance of community places and neighborhood greens, including community plazas and bicycle trails, and to pay for the capital replacement of said facilities. In February 2021, the property owner signed a unanimous approval of the annexation to CFD No. 2018-2. Adoption of the attached Resolution approves Annexation Boundary Map No. 2 for the project and directs the City Clerk to execute and record the Map and Notice of Special Tax Lien for the project.

FISCAL IMPACT AND FUNDING SOURCE

There is not impact to the General Fund.

ATTACHMENT(S)

1. Resolution
2. Exhibit A to the Resolution- Annexation Boundary Map
3. Exhibit B to the Resolution-Notice of Special Tax

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2021

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, APPROVING THE BOUNDARY MAP FOR RIO DEL ORO
(ELLIOTT HOMES PORTION) PROJECT ANNEXATION TO THE CITY OF RANCHO
CORDOVA COMMUNITY FACILITIES DISTRICT NO. 2018-2 (COMMUNITY PLACES AND
NEIGHBORHOOD GREENS)**

WHEREAS, the Conditions of Approval for the Rio Del Oro project requires the property owner/applicant to participate in the provision of funding to provide fair share maintenance of Community Places and Neighborhood Greens associated with the project; and

WHEREAS, on August 6, 2018, the City adopted a Resolution of Intention to establish Community Facilities District No. 2018-2 (Community Places and Neighborhood Greens) (the "District") and Future Annexation Area for maintenance of community places and neighborhood greens. On September 17, 2018, the City adopted a Resolution forming CFD No. 2018-2 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 February 2021, the property owner 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 Boundary Map No. 2 for the property known as the Rio Del Oro (Elliott Homes Portion) project, Exhibit A attached hereto, for the annexation of the property to No. 2018-2 (Community Places and Neighborhood Greens).

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

1. The Council so finds and determines the above recitals are true and correct.
2. Council approves Annexation Boundary Map No. 2 and finds and determines that the territory shown in the Annexation Boundary Map is hereby added to and made a part of the District with

full legal effect.

3. The City Clerk is directed to execute and record Annexation Boundary Map No. 2 in the office of the County Recorder of Sacramento County not later than 15 days after the adoption of this resolution.

4. 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 2021-2022, and the rate and method of apportionment of said tax shall be as set forth in the Resolution of Formation of the District.

5. 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 Boundary Map No. 2.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 15th day of March 2021, by the following vote of the City Council:

AYES:

NOES:

ABSENT:

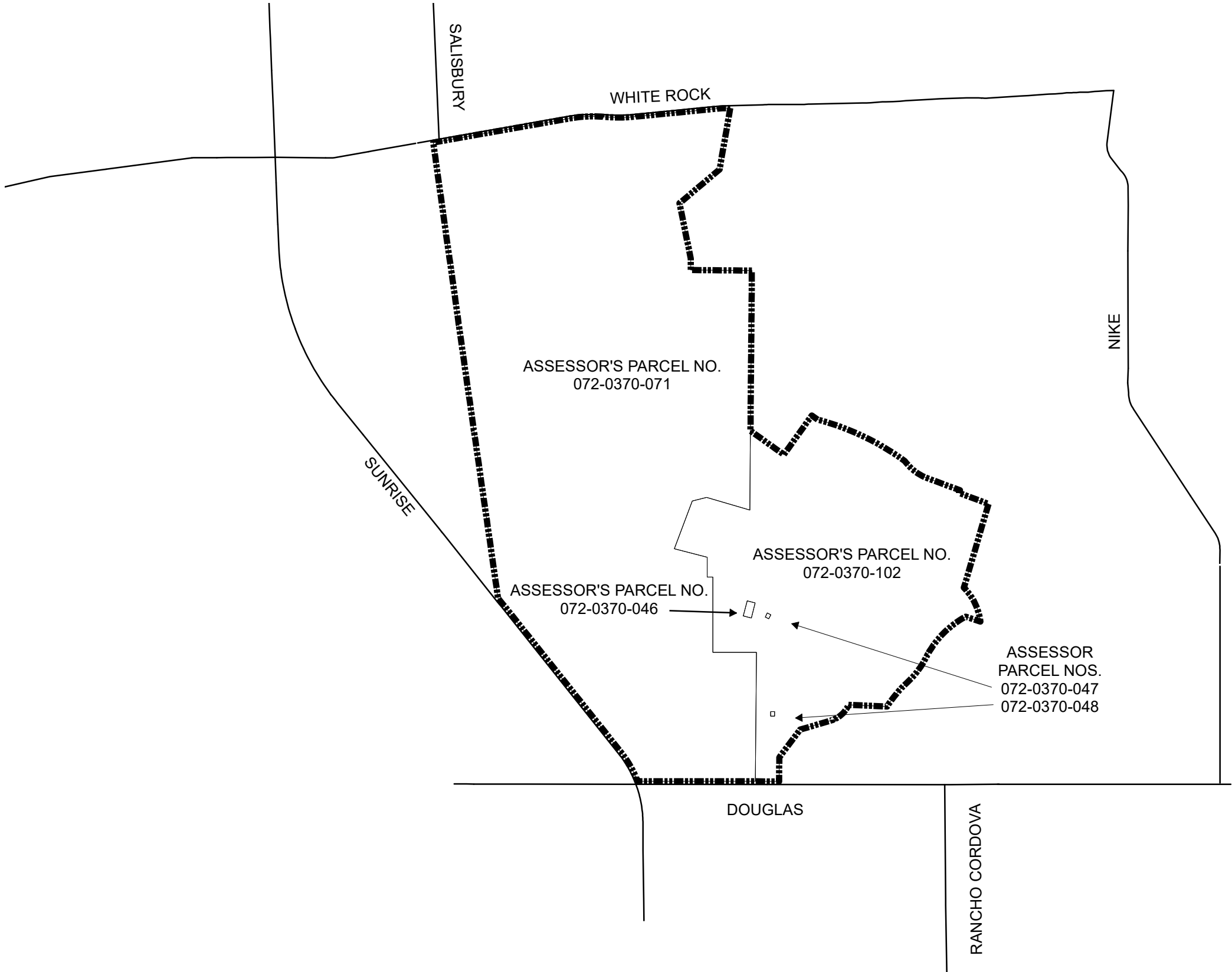
ABSTAIN:

ATTEST:

Garrett Gatewood, Mayor

Stacy Leitner, CMC
City Clerk

PROPOSED BOUNDARY OF
ANNEXATION 2
RIO DEL ORO (ELLIOTT HOMES PORTION) TO
CITY OF RANCHO CORDOVA
COMMUNITY FACILITIES DISTRICT NO. 2018-2
(COMMUNITY PLACES AND NEIGHBORHOOD GREENS)
COUNTY OF SACRAMENTO, STATE OF CALIFORNIA



CLERK'S MAP STATEMENT

FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY OF RANCHO CORDOVA THIS _____ DAY OF _____ 2021.

CITY CLERK OF THE CITY OF RANCHO CORDOVA

CLERK'S MAP STATEMENT

I HEREBY CERTIFY THAT THE AREA SHOWN ON THIS MAP OF THE PROPOSED ANNEXATION 2 TO COMMUNITY FACILITIES DISTRICT NO. 2018-2, (COMMUNITY PLACES AND NEIGHBORHOOD GREENS), CITY OF RANCHO CORDOVA, COUNTY OF SACRAMENTO, STATE OF CALIFORNIA, WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA AT A REGULARLY SCHEDULED MEETING THEREOF, HELD ON THE ____ DAY OF _____ 2021. BY ITS RESOLUTION NO. _____.

CITY CLERK OF THE CITY OF RANCHO CORDOVA

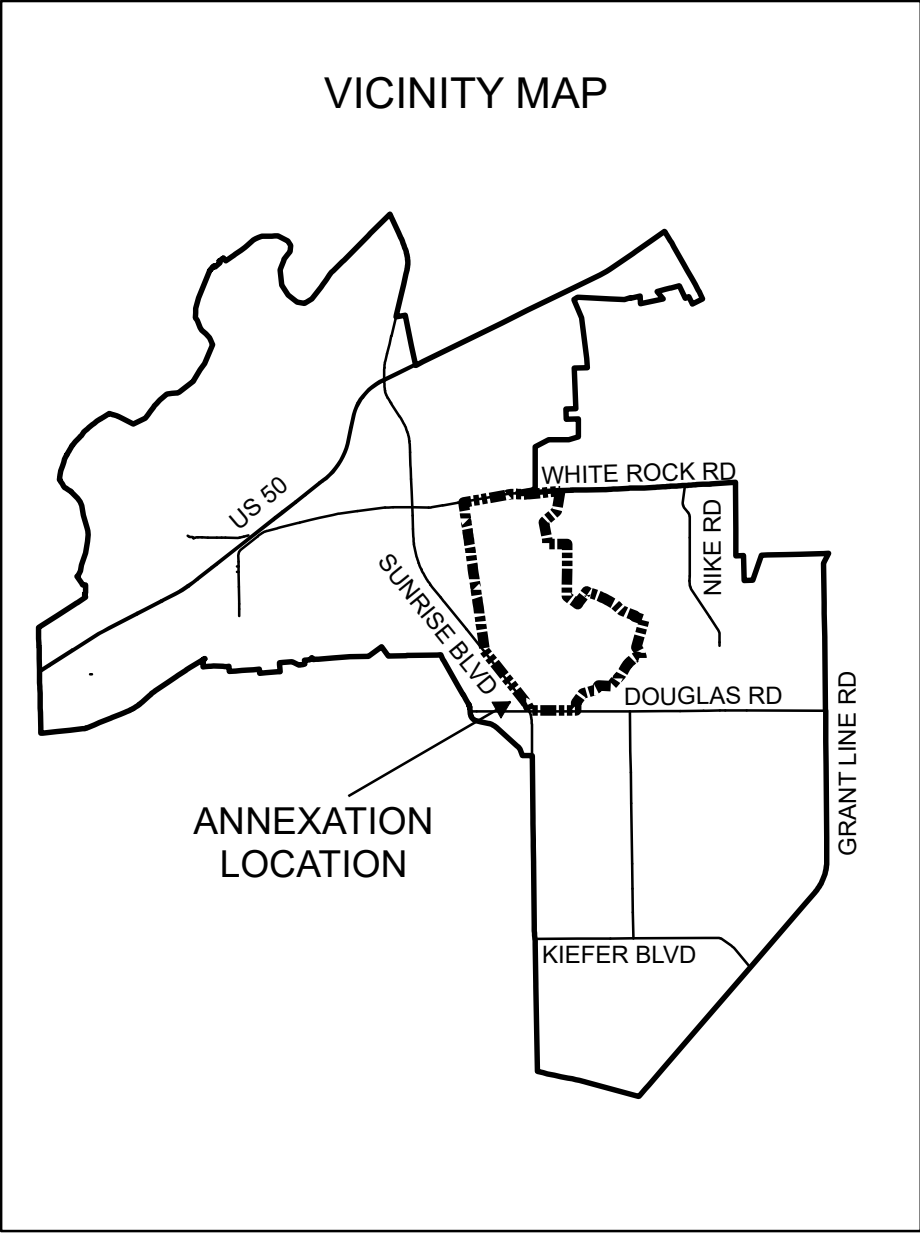
COUNTY RECORDER'S FILING STATEMENT

FILED THIS ____ DAY OF _____ 2021. AT THE HOUR OF _____ O'CLOCK ____ M. IN BOOK _____ OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS PAGE NO. ____ IN THE OFFICE OF THE COUNTY RECORDER IN THE COUNTY OF SACRAMENTO, STATE OF CALIFORNIA.

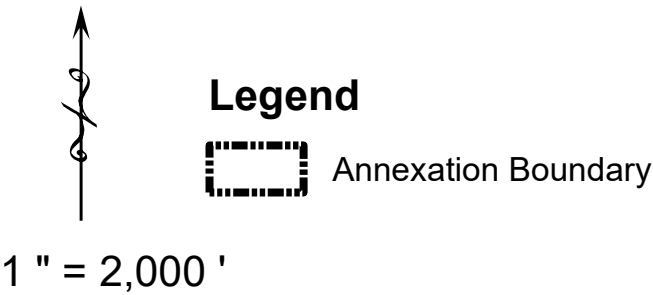
DONNA ALLRED
COUNTY RECORDER OF THE COUNTY OF SACRAMENTO, CALIFORNIA

BY: _____
DEPUTY

FILE: _____



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
Annexation 2 (Rio Del Oro)
Community Facilities District No. 2018-2
County of Sacramento, California

Sheet 1 of 1

RECORDING REQUESTED BY
AND WHEN RECORDED RETURN TO:

City of Rancho Cordova
2729 Prospect Park Drive
Rancho Cordova, California 95670
Attention: City Clerk

AMENDED NOTICE OF SPECIAL TAX LIEN

**COMMUNITY FACILITIES DISTRICT NO. 2018-2
(COMMUNITY PLACES AND NEIGHBORHOOD GREENS)
OF THE CITY OF RANCHO CORDOVA**

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 services as described in Exhibit A attached hereto and hereby made a part hereof.

The special taxes are authorized to be levied within Annexation Boundary Map No. 2 (the "Annexed Area") of the City of Rancho Cordova Community Facilities District No. 2018-2 (Community Places and Neighborhood Greens) (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 B attached hereto and hereby made a part hereof. The obligation to pay the special tax may not be permanently satisfied by way of prepayment of the special tax and the lien of the special tax cannot be canceled in this manner.

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 parcel number(s) of the real property included within the District and not exempt from the special tax are as set forth in Exhibit C attached hereto.

Reference is hereby made to the Notice of Special Tax Lien with respect to the District recorded on October 4, 2018, as Document No. 201810040991 page 15, in the office of the

ITEM 16.4.

**ATTACHMENT 3
Exhibit B to the Resolution**

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 on August 21, 2018, as Document No. 201808210674, at Book 126 of Maps of Assessment and Community Facilities Districts at Page No.19, in the office of the County Clerk & Recorder of the County of Sacramento, California, (the " Original Boundary Map"), and the map of the Annexed Territory recorded at Book 130, Page 32, Document No. 202005280664 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

EXHIBIT A

CITY OF RANCHO CORDOVA

COMMUNITY FACILITIES DISTRICT NO. 2018-2

(COMMUNITY PLACES AND NEIGHBORHOOD GREENS)

LIST OF FACILITIES AND SERVICES

The City of Rancho Cordova (the "City") is establishing Community Facilities District No. 2018-2 (Community Places and Neighborhood Greens) (the "CFD") to fund, in whole or in part, the following facilities and services (the terms "facilities" and "services" shall have the meaning as given in the Mello-Roos Community Facilities Act of 1982.

AUTHORIZED FACILITIES

The CFD is being established to fund the maintenance, operations, servicing, rehabilitation and replacement of CFD Facilities. The costs associated with the initial capital improvements required for the construction or installation of the Facilities are not included in the costs to be funded by the CFD. A general list of the Facilities to be maintained by the CFD include:

1. **Community Plazas.** Community Plazas are a component of the Community Places category of City Open Space, as defined in the City's Open Space Guidelines. Community Plazas are typically located in Village and Town Centers to provide areas for congregation, socializing and community events/activities. Two Community Plazas are planned for the CFD.

Specific amenities will be determined on a site by site basis. Typical amenities may include, but are not limited to, expanded public gathering space; outdoor seating and shade structures; signage and lighting; trash and recycling receptacles; bicycle parking; features of interest such as fountains, art work, engaging landscapes and other unique structures/treatments; hardscape areas; and formal landscaping in planter boxes.

2. **Bicycle Trails.** Bicycle Trails are a component of the Green Infrastructure category of City Open Space as defined in the City's Open Space Guidelines. A system of Bicycle Trails, defined as the *Class I Bicycle Trails East of Sunrise Boulevard* in the City's Bicycle Trails Master Plan, is planned for the CFD. This system of trails will have an estimated 250,530 linear feet of bicycle trails (over 47 miles) that will be a part of the City's overall Bicycle Trail network.

Primary trails are 16' in overall width (12' of asphalt pavement with a 2' shoulder on each side). Primary trails are typically located within a corridor of at least 50 feet in width, with larger widths up to

100 feet encouraged. Corridors of less than 50 feet in width may be accepted based on the unique opportunities and constraints within a given development project. Secondary trails feed into primary trails and provide connections to significant corridors and local trails. Secondary trails are 14' in overall width (10' of asphalt pavement with a 2' shoulder on each side) and are typically located within a corridor of at least 35 feet in width, with larger widths encouraged.

Typical amenities for Bicycle Trails may include, but are not limited to, native and/or draught tolerant plants; railings and edge protections; grade separated crossings; signage and lighting; shade trees; and trailheads where trails begin or connect to other trails. Trailheads are small open space areas that may include benches; signage and lighting; trash and recycling receptacles; maps; and other elements to assist trail users.

3. **Neighborhood Greens.** Neighborhood Greens are the most commonly occurring component of the Community Places category of City Open Space, as defined in the City's Open Space Guidelines. Neighborhood Greens are small-scale urban and suburban open spaces serving as places to meet, gather, socialize, commune with nature or otherwise participate in passive recreation activities. Neighborhood Greens are typically located in small developed and landscaped areas generally within residential neighborhoods in new development areas.

Specific amenities will be determined on a site by site basis. Typical amenities may include, but are not limited to, public gathering space; multi-purpose tables and shade structures; signage and lighting; trash and recycling receptacles; water fountains, barbeque areas and bicycle parking; walking paths, including those with special paving materials; landscape areas and hardscape areas; and distinguished areas with a special design feature such as tree variety or amenity.

4. **Other Facilities.** In addition to the facilities described above, the following features as described in the City's Open Space Guidelines may be maintained by the CFD:

Community Places	Green Infrastructure
Neighborhood Greens	Pedestrian Trails
Town Greens	Pedestrian Paseos
Community Gardens / Rose Gardens / Display Gardens	Utility Easements
Water Resources / Streams / Ponds / Lakes	Green Streets
Community Wide Open Space Facilities	Local Residential Street Landscape Enhancement
Outdoor Amphitheaters	Enhanced Detention Basins / Drainage

	Ways
--	------

Additionally, Facilities may include any other facilities permitted under the Mello-Roos Community Facilities Act of 1982, including the facilities described in Section 53313.5 of the California Government Code, as amended from time to time, provided that such facilities satisfy at least one of the following criteria: 1) augment, improve or expand existing CFD Facilities that are primarily for the benefit of the CFD; or 2) repair or rehabilitate existing CFD Facilities.

AUTHORIZED SERVICES

The CFD is being established to fund the cost of all authorized CFD Services which are to include, but are not limited to:

1. **Capital Replacement.** Capital Replacement includes any and all costs associated with repairing and replacing any of the Facilities described above.
2. **Maintenance.** Maintenance includes any and all costs associated with maintaining, operating and servicing all of the Facilities described above. This includes, but is not limited to the cost of labor, mechanical and automotive expenses, maintenance services, materials and supplies, water, electricity and other utilities, refuse collection, sewage disposal, security services or other costs incurred for the Facilities.
3. **General CFD Costs.** General Costs include any and all administrative costs associated with the CFD including, but not limited to, the costs of setting the annual levy and the collection of Special Taxes, such as county tax collection fees, consultant fees, legal fees and city staff costs.

Additionally, Services may include any other facilities permitted under the Mello-Roos Community Facilities Act of 1982, including the facilities described in Section 53313.5 of the California Government Code, as amended from time to time, provided that such services are related to at least one of the following criteria: 1) the augmentation, improvement or expansion of existing Facilities that are primarily for the benefit of the CFD; or 2) the reparation or rehabilitation of existing Facilities.

EXHIBIT B

City of Rancho Cordova

Community Facilities District No. 2018-2
(Community Places and Neighborhood Greens)***RATE AND METHOD OF APPORTIONMENT OF SPECIAL TAX***

A Special Tax as described herein and authorized under the Mello-Roos Community Facilities Act of 1982 (the "Act") shall be applicable to parcels of land within the Community Facilities District No. 2018-2 (Community Places and Neighborhood Greens) (the "CFD") of the City of Rancho Cordova (the "City"), including any parcels of land subsequently annexed into the CFD unless a separate Rate and Method of Apportionment of Special Tax is adopted at the time of annexation. The Special Tax shall be levied and collected as determined by the City through the application of the Rate and Method of Apportionment as described below.

A. Definitions

"Act" means the Mello-Roos Community Facilities Act of 1982, as amended, being Chapter 2.5, Division 2 of Title 5 of the Government Code of the State of California.

"Age-Qualified Residential Parcel" means a Residential Parcel within an age-qualified community as defined in the Fair Housing Act of 1968 or the 1995 Housing for Older Persons Act including amendments to those Acts.

"Age-Qualified Multi-Family Residential Parcel" means a Multi-Family Residential Parcel that meets the criteria for an Age-Qualified Residential Parcel.

"Age-Qualified Single Family Residential Parcel" means a Single Family Residential Parcel that meets the criteria for an Age-Qualified Residential Parcel.

"Administrative Expenses" means the actual or reasonably estimated costs incurred by the City acting for and on behalf of the CFD as administrator thereof, to determine, levy and collect the Special Taxes, in responding to public inquiries regarding the Special Taxes, including salaries of City employees and a proportionate amount of the City's general administrative overhead related thereto; the fees of consultants and legal counsel providing services related to the administration of the CFD; any amounts estimated or advanced by the City or CFD for any other administrative purposes; and any other costs required to administer the CFD as determined by the City.

"Annual Special Tax" means the total Special Tax levied against a Residential Parcel in the CFD in a Fiscal Year.

"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 of the County designating lots or parcels by an Assessor’s Parcel Number.

“Assessor’s Parcel Number” means the Assessor’s Parcel Number for any Parcel based on the County Assessor’s secured property tax roll as of July 1 of each Fiscal Year.

“Authorized Facilities and Services” or “Facilities and Services” means the authorized facilities, maintenance activities and/or services, and expenses that may be funded by the CFD pursuant to the Act as amended, including, without limitation, the facilities and services authorized to be funded by the CFD as set forth in the documents adopted by the City Council at the time the CFD was formed.

“Base Year” means the Fiscal Year beginning July 1, 2018 and ending June 30, 2019.

“Building Permit” means a building permit issued by the City prior to the June 30 preceding the Fiscal Year in which the Special Tax is being levied.

“Capital Replacement Reserve Fund(s)” means a fund or funds that may be maintained for the CFD to provide for the accumulation and holding of funds for long-term capital projects, asset replacement, or other large anticipated expenditures.

“CFD” or “CFD No. 2018-2” means Community Facilities District No. 2018-2 (Community Places and Neighborhood Greens) of the City of Rancho Cordova.

“CFD Administrator” means an official of the City, or designee thereof, responsible for determining the Special Tax Requirement and providing for the levy and collection of the Special Taxes.

“City” means the City of Rancho Cordova.

“City Council” means the City Council of the City of Rancho Cordova, acting as legislative body of the CFD.

“County” means the County of Sacramento.

“Developed Residential Parcel” means any residential parcel for which a building permit has been issued by the City prior to the start of the current Fiscal Year.

“Dwelling Unit” means each separate residential dwelling unit that comprises an independent facility capable of conveyance or rental separate from adjacent residential dwelling units.

“Final Subdivision Map” means a subdivision of property creating residential buildable lots by recordation of a Final Subdivision Map or parcel map pursuant to the Subdivision Map Act (California Government Code Section 66410 et seq.), or recordation of a condominium plan pursuant to the California Civil Code 1352, that creates individual lots for which building permits may be issued without further subdivision and is recorded prior to June 30 preceding the Fiscal Year in which the Special Tax is being levied.

“Fiscal Year” means the period starting July 1 and ending the following June 30.

“Maximum Annual Special Tax” means the Maximum Special Tax that may be levied against a Taxable Parcel in a Fiscal Year determined in accordance with Section C and Section D.

“Maximum Special Tax Rate” means the amount shown in Section C that is used in calculating the Maximum Annual Special Tax that may be levied on a Residential Parcel based on its residential land use and the number of residential Dwelling Units on the Parcel for a Fiscal Year.

“Multi-Family Residential Parcel” means a Residential Parcel with authorized residential use to consist of two or more for-rent Dwelling Units that share common walls, including, but not limited to, apartments and Residential Property that are not for sale to an end user and are under common management.

“Operating Reserve Fund” means a fund that may be maintained for the CFD each Fiscal Year to provide necessary cash flow to pay for the operation, maintenance and servicing of the CFD Facilities, Administrative Expenses and any other allowable CFD costs through the first six months of each Fiscal Year, which is at or around the time in which the City will receive the first allocation from the County of the annual Special Tax levy.

“Other Land Use Parcel” means a Taxable Parcel that does not have authorized residential use that is verified by issuance of a Building Permit for residential use, secured assessment roll classification for residential land use and assessed valuation that includes the improved value of residential Dwelling Unit(s) by the County Assessor, Final Subdivision Map or other authorization of the City or County allowing the Parcel to be used for residential purposes.

“Proportionately” means that the ratio of the Annual Special Tax to the Maximum Annual Special Tax is equal for all Taxable Parcels levied within the CFD.

“Public Parcel” means any Parcel, in its entirety, that is or is intended to be publicly owned and is normally exempt from the levy of general ad valorem property taxes under California law, including, but not limited to, public streets, schools, parks, fire stations, police stations, and public drainage ways; public landscaping, wetlands, greenbelts, and public open space. These parcels are exempt from the levy of Special Taxes and classified as Tax-Exempt Parcels.

“Residential Parcel” means a Taxable Parcel that does have authorized residential use. A Residential Parcel is further classified as either a Single-Family Residential or a Multi-Family Residential Parcel depending on the type of residential use authorized for the Parcel. Once classified as a Residential Parcel, no Parcel shall be removed from the Residential Parcel classification unless the Building Permit or other authorization expires, is revoked, or is otherwise terminated.

“Resolution of Formation” means the City Council resolution establishing the CFD and authorizing the levy the Special Tax.

“Single-Family Residential Parcel” means a Residential Parcel with authorized residential use to consist of one Dwelling Unit that may or may not share common walls with one or more other Dwelling Unit(s), including, but not limited to, detached homes, duplexes, triplexes, townhomes, condominiums, and other Residential Parcels that are for sale to an end user and are not under common management.

“Special Tax” means any Special Tax authorized to be levied in the CFD under the Act and the Resolution of Formation.

“Special Tax Requirement” means the amount, as determined by the CFD Administrator, for any Fiscal Year to: (i) pay the costs for the operation, maintenance and services of the Authorized

Facilities and Services during such Fiscal Year based upon the service levels established at the time of formation or as may be amended by the City in the future, (ii) pay Administrative Expenses associated with the Special Tax, (iii) establish or replenish the Operating Reserve Fund, (iv) establish or replenish the Capital Replacement Reserve Fund(s), (v) pay incidental expenses related to the Authorized Facilities and Services as authorized pursuant to the Act, and less (vi) any excess funds available in the Operating Reserve Fund, the Capital Replacement Reserve Fund(s), or other funds associated with the CFD as determined by the CFD Administrator.

“Tax Escalation Factor” means an annual percentage increase equal to the greater of (i) the annual average Consumer Price Index (CPI), for San Francisco-Oakland-San Jose, All Urban Consumers (CPI-U) for the prior calendar year, or (ii) three percent (3%). If the CPI listed above is no longer published, the Administrator shall select a new tax escalation factor that is reasonably comparable to the CPI that is no longer published.

“Taxable Parcel” means any Parcel that is not a Tax-Exempt Parcel.

“Tax-Exempt Parcel” means a Parcel not subject to the Special Tax. Tax-Exempt Parcels are Public Parcels (subject to the limitations set forth in Section B), or privately owned Parcels that are non-developable, such as common areas, wetlands, and open space, all of which are exempt from the levy of Special Taxes as determined by the City.

“Tax Zone” means one of two (2) mutually exclusive tax zones identified in Exhibit 1 of this Rate and Method of Apportionment, which may be updated to include new assessor’s parcels or new Tax Zones added to the CFD as a result of future annexations.

“Tax Zone A” means the Tax Zone that includes parcels located in a development that has local neighborhood greens within such development that will be maintained by the City.

“Tax Zone B” means the Tax Zone that includes parcels located in a development that does not have local neighborhood greens within such development or has local neighborhood greens that will be maintained by an entity or agency other than the City.

“Total Annual Special Tax” means the total of the Annual Special Taxes levied against all Residential Parcels in the CFD in a Fiscal Year.

“Total Maximum Annual Special Tax” means the total of the Maximum Special Taxes that could be levied against all Residential Parcels in the CFD in a Fiscal Year.

“Undeveloped Residential Parcel” means any residential parcel for which a building permit has not been issued by the City prior to the start of the current Fiscal Year.

B. Data Collection for the Annual Special Tax Levy

On July 1 of each Fiscal Year, commencing with the Base Year, the Administrator shall classify the Parcels in the CFD using the Definitions in Section A, the Parcel records of the Assessor’s secured property tax roll as of July 1 and other City or County development approval records as follows:

- i. Each Parcel shall be assigned to either Tax Zone A or Tax Zone B;*

ITEM 16.4.**ATTACHMENT 3
Exhibit B to the Resolution**

- ii. *Each Parcel shall be classified as a Taxable Parcel or a Tax-Exempt Parcel;*
- iii. *Each Taxable Parcel shall be further classified as a Residential Parcel or an Other Land Use Parcel;*
- iv. *Each Residential Parcel for shall be classified as a Single-Family Residential Parcel or a Multi-Family Residential Parcel;*
- v. *Each Residential Parcel that meets the criteria for an Age-Qualified Residential Parcel shall be further designated as either an Age-Qualified Single Family Residential Parcel or an Age-Qualified Multi-Family Residential Parcel*

If a Tax-Exempt Parcel is converted to a Taxable Parcel as a result of the sale of a Tax-Exempt Parcel to a private owner for residential development, it shall become subject to the Special Tax.

Conversely, if a Taxable Parcel is converted to a Tax-Exempt Parcel as a result of either (i) the sale of the Taxable Parcel to a public entity, and such entity is normally exempt from the levy of general ad valorem property taxes under California law or (ii) the inability of the private owner to develop the parcel as described in the definition of "Tax-Exempt Parcel," it shall become a Tax-Exempt Parcel.

C. Maximum Special Tax Rates

The annual Maximum Special Tax Rates for Residential Parcels for Base Year 2018/19 are as follows:

Residential Land Use	Maximum Special Tax per Dwelling Unit	
	Tax Zone A	Tax Zone B
Single-Family Residential Parcel	\$11 5.84	\$28 .49
Age-Qualified Single Family Residential Parcel	\$78. 54	\$19 .32
Multi-Family Residential Parcel	\$60. 48	\$14 .88
Age-Qualified Multi-Family Residential Parcel	\$41.0 1	\$10.09

For each Fiscal Year following the Base Year, each of the Maximum Annual Special Tax Rates shall be increased from the prior Fiscal Year's respective Maximum Annual Special Tax Rates by multiplying such prior Fiscal Year Maximum Special Tax Rates by the Tax Escalation Factor.

D. Determination of Multi-Family Residential Parcel's Maximum Annual Special Tax When a

building permit is issued for a Multi-Family Residential Parcel, the Maximum Annual Special Tax for the Parcel for which such building permit has been issued for each Fiscal Year shall be determined by multiplying the number of Dwelling Units assigned to the Parcel times the Maximum Special Tax Rate for the Parcel as determined in Section C.

E. Levy of the Annual Special Tax

Each year, the CFD Administrator shall levy the Annual Special Tax commencing with Fiscal Year 2018-2019, and for each Fiscal Year thereafter as follows:

- i.* Each Year on July 1, the CFD Administrator shall determine the Special Tax Requirement for the current Fiscal Year.
- ii.* The Annual Special Tax shall be levied proportionately on each Developed Residential Parcel within each Tax Zone up to 100% of the applicable Maximum Annual Special Tax, not to exceed the Special Tax Requirement for the current Fiscal Year.
- iii.* If additional revenue is required to equal the Special Tax Requirement for the current Fiscal Year, the Annual Special Tax shall be levied proportionately on Undeveloped Residential Parcels up to 100% of the Maximum Annual Special Tax, not to exceed the remainder of the Annual Special Tax Requirement for which a Final Subdivision Map has been approved and Authorized Facilities have been accepted for maintenance by the City.

Under no circumstances will the Annual Special Tax levied in any Fiscal Year against any Residential Parcel be increased as a consequence of delinquency or default by the owner or owners of any other parcel or parcels within the CFD by more than 10 percent above the amount that would have been levied in that Fiscal Year had there never been any such delinquencies or defaults.

F. Manner of Collection

The Annual Special Tax will be collected in the same manner and at the same time as ad valorem property taxes, provided, however, that the Administrator or its designee may directly bill the Annual Special Tax and may collect the Annual Special Tax at a different time, such as on a monthly or other periodic basis, or in a different manner, if necessary, to meet the City's financial obligations.

The Administrator shall prepare a listing of the amount of the of the Annual Special Tax levy for each Taxable Parcel and send it to the County Auditor-Controller requesting that it be placed on the County's secured property tax roll for that Fiscal Year.

G. Limitations

Notwithstanding any other provision of this Rate and Method of Apportionment of Special Tax, no Special Tax shall be levied on any Other Land Use Parcel, Public Parcel or Tax-Exempt Parcel.

H. Duration of the Special Tax

Parcels in the CFD will remain subject to the Special Tax in perpetuity, unless and until such time the City determines the revenues are no longer needed, in which case the Special Tax shall cease to be levied and City shall direct the County Recorder to record a Notice of Cessation of Special Tax. Such notice will state that the obligation to pay the Special Tax has ceased and that the lien imposed by the Notice of Special Tax Lien is extinguished. The Notice of Cessation of Special Tax shall additionally identify the book and page of the Book of Maps of Assessment and Community Facilities Districts where the map of the boundaries of the CFD is recorded.

I. Appeals

Any taxpayer who believes that the amount of the Special Tax assigned to a Parcel is in error may file a notice with the City appealing the levy of the Special Tax. The City will then promptly review the appeal, and if necessary, meet with the applicant. If the City verifies that the Special Tax should be modified or changed, the Special Tax levy shall be corrected and, if applicable, a refund or revised tax bill shall be granted for the current Fiscal Year.

Interpretations may be made by Resolution of the City Council for purposes of clarifying any vagueness or ambiguity as it relates to the Maximum Annual Special Tax Rate, the method of apportionment, the classification of properties or any definition applicable to the CFD.

J. Prepayment of the Special Tax Obligation

The Special Tax for a Taxable Parcel may not be prepaid. The Special Tax is collected to fund Authorized Facilities and Services in perpetuity, or until the City Council determines that the Special Tax should no longer be collected.

Rate and Method of Apportionment

EXHIBIT 1

TAX ZONE DESIGNATIONS

PROPOSED BOUNDARY OF
CITY OF RANCHO CORDOVA
COMMUNITY FACILITIES DISTRICT NO. 2018-2
(COMMUNITY PLACES AND NEIGHBORHOOD GREENS)
COUNTY OF SACRAMENTO, STATE OF CALIFORNIA

**Sunridge Lot J
TAX ZONE A**

**Douglas 98
TAX ZONE B**

**Grant Line 208
TAX ZONE A**

CLERK'S MAP STATEMENT
FILED IN THE OFFICE OF THE CITY CLERK OF THE CITY OF RANCHO CORDOVA THIS ____ DAY OF ____ 2018.

CITY CLERK OF THE CITY OF RANCHO CORDOVA _____

CLERK'S MAP STATEMENT
I HEREBY CERTIFY THAT THE AREA SHOWN ON THIS MAP OF THE PROPOSED BOUNDARY OF COMMUNITY FACILITIES DISTRICT NO. 2018-2, (COMMUNITY PLACES AND NEIGHBORHOOD GREENS), CITY OF RANCHO CORDOVA, COUNTY OF SACRAMENTO, STATE OF CALIFORNIA, WAS APPROVED BY THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA AT A REGULARLY SCHEDULED MEETING THEREOF, HELD ON THE ____ DAY OF ____ 2018. BY ITS RESOLUTION NO. _____.

CITY CLERK OF THE CITY OF RANCHO CORDOVA _____

COUNTY RECORDER'S FILING STATEMENT
FILED THIS ____ DAY OF ____ 2018. AT THE HOUR OF ____ O'CLOCK ____ M. IN BOOK ____ OF MAPS OF ASSESSMENT AND COMMUNITY FACILITIES DISTRICTS PAGE NO. ____ IN THE OFFICE OF THE COUNTY RECORDER IN THE COUNTY OF SACRAMENTO, STATE OF CALIFORNIA.

DONNA ALLRED
COUNTY RECORDER OF THE COUNTY OF SACRAMENTO, CALIFORNIA

BY: _____ DEPUTY

FILE: _____

VICINITY MAP

Legend

CFD Boundary

Development Boundary Line

1" = 625'

HARRIS & ASSOCIATES
22 EXECUTIVE PARK SUITE 200
IRVINE, CALIFORNIA 92614
800-827-4901

PROPOSED BOUNDARY MAP

City of Rancho Cordova
Community Facilities District No. 2018-2
County of Sacramento, California

Sheet 1 of 2

EXHIBIT C

**COMMUNITY FACILITIES DISTRICT NO. 2018-2
(COMMUNITY PLACES AND NEIGHBORHOOD GREENS)
OF THE CITY OF RANCHO CORDOVA**

NAMES OF OWNER(S) AND THE ASSESSOR'S PARCEL NUMBER(S)

NAMES OF PROPERTY OWNERS	ASSESSOR PARCEL NUMBER
Alta Vista, LLC	072-0370-046
Alta Vista, LLC	072-0370-047
Alta Vista, LLC	072-0370-048
Alta Vista, LLC	072-0370-070
Alta Vista, LLC	072-0370-102

MEMORANDUM



ITEM 16.5.

DATE: March 15, 2021

TO: Honorable Mayor and Council Members

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

SUBJECT: **A RESOLUTION DECLARING CITY'S INTENTION TO IMPOSE AN ANNUAL STORMWATER UTILITY FEE FOR THE MAINTENANCE OF STORM DRAINAGE AND FLOOD PROTECTION SYSTEMS FOR THE RIO DEL ORO (ELLIOTT HOMES PORTION) PROJECT**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of this Resolution will declare the Council's intention to impose the annual Stormwater Utility Fee for the maintenance of the storm drainage and flood protection system for the Rio Del Oro (Elliott Homes Portion) project and sets a public hearing for April 5, 2021 on the matter.

BACKGROUND

The Council previously approved the Rio Del Oro 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 participation in the City's Stormwater Utility Fee for storm drainage and flood protection services which is the subject of this action.

Previously, projects were required to annex to Sacramento 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 Rio Del Oro (Elliott Homes Portion) project parcels

are being annexed into the Stormwater Utility Fee (Attachment 3). 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 August 7, 2014 by Resolution No. 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 increases each subsequent Fiscal Year by the annual change in the Consumer Price Index (CPI), during the preceding year, for All Urban Consumers, for the San Francisco-Oakland-San Jose areas, published by the United States Department of Labor, Bureau of Labor Statistics. A sample of the Stormwater Utility Fees for Fiscal Year 2020-2021 are summarized in Attachment 4.

In accordance with Article XIII D, the “Procedures for the Conduct of a Protest Hearing and Balloting Relating to a Proposed Stormwater Utility Fee” as set forth in Attachment 2 are incorporated herein by reference (the “Procedures”).

The Resolution (Attachment 1) sets the public hearing at 5:30 p.m., or as soon thereafter as possible, on April 5, 2021 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.

FISCAL IMPACT AND FUNDING SOURCE

There is no impact to the General Fund.

ATTACHMENT(S)

1. Resolution
2. Exhibit A to the Resolution - Procedures for the Conduct of a Protest Hearing
3. Boundary Map
4. Stormwater Utility Fee- Rate Sheet FY20-21

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2021

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, DESIGNATING A TIME AND PLACE FOR HEARING PROTESTS
IN CONNECTION WITH THE ANNUAL STORMWATER UTILITY FEE FOR THE RIO DEL
ORO (ELLIOTT HOMES PORTION) 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 2021-2022, 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") 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, 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 and incorporated herein by reference (the "Procedures").

WHEREAS, this Council has received petitions and waivers from the owners of 100% of the area of land proposed to be included in the Proposed Stormwater Utility Fee; and

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

1. The foregoing recitals are true and correct and incorporated herein.
2. Notice is hereby given that the City Council designates Monday, April 5, 2021 at the hour of 5:30 p.m., in the Council Chambers, City Hall, 2729 Prospect Park Drive, Rancho Cordova,

ITEM 16.5.

ATTACHMENT 1

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. 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, Community Development Director, 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 15th day of March 2021 by following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Garrett Gatewood, Mayor

Stacy Leitner, CMC
City Clerk

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 (the "Proposed Stormwater Utility Fee").

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A. Written Report	Page 1
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D. Submission of Written Protests	Page 3
E. Conduct of the Public Hearing; Determination of A Majority Protest	Page 3
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 2020-2021.

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.

ITEM 16.5.**Exhibit A to the Resolution**

"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 2021-2022.
- 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.

ITEM 16.5.

Exhibit A to the Resolution

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 5:30 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 5:30 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.

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.S(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: "OFFICIALBALLOT ENCLOSED."

ITEM 16.5.

Exhibit A to the Resolution

- 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 1:30 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 5:30 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.

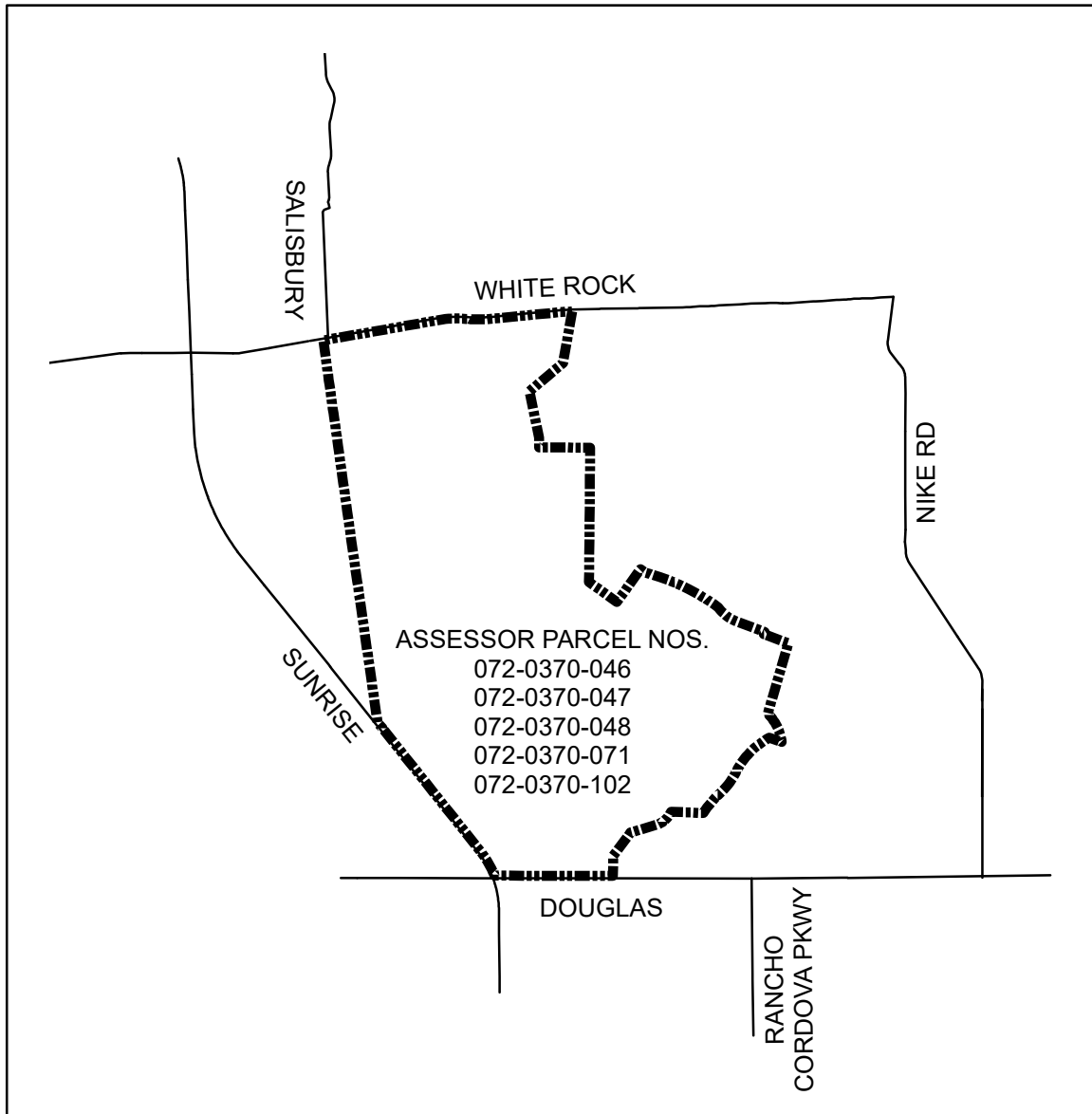
Majority approval of the Record Owners shall exist if the number of valid ballots in favor of the fee exceeds the number of valid ballots in opposition to the fee.

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.

CITY OF RANCHO CORDOVA
STORMWATER UTILITY FEE AREA
ANNEXATION 25
RIO DEL ORO (ELLIOTT HOMES PORTION)

**Legend**

Annexation Boundary

Stormwater Utility Fee

Sample of the Stormwater Utility Fees for Fiscal Year 2020-2021:

Table 1

Land Use Description	Total Area (acres)	Sample Fee
Single Family Residential (SFR1)	0.16	\$134.93
Single Family Residential (SFR2)	0.22	\$148.42
Single Family Residential (SFR3)	0.30	\$158.55
Single Family Residential (SFR4)	0.40	\$168.65
Single Family Residential (SFR5)	1.00	\$168.65
Multi-Family Residential (MFR1)	5.00	\$1,180.74
Commercial	1.00	\$1,265.09
Industrial	1.00	\$1,349.45
Schools	5.00	\$843.40
Private Recreation	1.00	\$421.68
Parks/Greenbelts	2.00	\$168.65
Public Property (with structures)	2.00	\$506.02

MEMORANDUM



ITEM 16.6.

DATE: March 15, 2021
TO: Honorable Mayor and Council Members
FROM: Elizabeth Sparkman, Community Development Director
Jeanette Cervantes, Management Technician
SUBJECT: **A RESOLUTION INCREASING THE ANNUAL STORMWATER UTILITY FEE FOR FISCAL YEAR 2021-2022**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of this Resolution will apply an inflationary adjustment to the Annual Stormwater Utility Fee increasing the rates by 2.0%. This fee is applied in the new development areas of the City.

BACKGROUND

During the formation of the Stormwater Utility Fee, Council approved a written report entitled "Rate Analysis Report", dated August 7, 2014 (the "Written Report") prepared by Harris & Associates. The report is filed with the City Clerk and available for public inspection. On September 2, 2014, following a properly noticed public hearing, Council adopted Ordinance No. 7-2014 that established the Stormwater Utility Fee by adding Chapter 15.11 to the Rancho Cordova Municipal Code. The Annual Stormwater Utility Fee is applied to new development projects in the City which annex into the City's Stormwater Utility Fee area.

As established by the Written Report and Municipal Code section 15.11.040, "Levy of charge for storm drainage services," the Stormwater Utility Fee may be increased annually by the annual change in the Consumer Price Index (CPI). The change in CPI from December 2020 to December 2021 is 2.0%. By adoption of this Resolution, the Stormwater Utility Fee rates for Fiscal Year 2021-2022 are hereby increased by 2.0% from \$134.93 per Drainage Measurement Unit (DMU) to \$137.62 per DMU.

FISCAL IMPACT AND FUNDING SOURCE

There is no fiscal impact to the General Fund.

ATTACHMENT(S)

1. Resolution

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2021

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, INCREASING THE ANNUAL STORMWATER UTILITY FEE FOR
FISCAL YEAR 2021-2022**

WHEREAS, Council approved a written report entitled, "Rate Analysis Report", dated August 7, 2014, (the "Written Report") prepared by Harris & Associates and filed with the City Clerk containing a description of each parcel of real property within the City to which the Stormwater Utility Fee is applicable (collectively, the "Identified Parcels"). The Written Report is on file in the office of the City Clerk and is available for public inspection; and

WHEREAS, on September 2, 2014, this Council adopted Ordinance No. 7-2014, adding Chapter 15.11 to the Rancho Cordova Municipal Code entitled "Annual Storm Water Utility Fee," thereby establishing the Stormwater Utility Fee; and

WHEREAS, pursuant to Section 15.11.040 of the Municipal Code and the Written Report, the Stormwater Utility Fee may be increased annually 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; and

WHEREAS, the change in CPI from December 2020 to December 2021 for All Urban Consumers, for the San Francisco-Oakland-San Jose areas, as published by the United States Department of Labor, Bureau of Labor Statistics, is two percent (2%).

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

1. The foregoing recitals are true and correct.
2. The Stormwater Utility Fee rates for Fiscal Year 2021-2022 are hereby increased by 2.0% from \$134.93 per Drainage Measurement Unit (DMU) to \$137.62 per DMU.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 15th day of March 2021 by following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ITEM 16.6.

ATTACHMENT 1

ATTEST:

Stacy Leitner, CMC
City Clerk

Garrett Gatewood, Mayor

MEMORANDUM



ITEM 16.7.

DATE: March 15, 2021

TO: Honorable Mayor and Council Members

FROM: Stefan Heisler, Housing Manager
Micah Runner, Deputy City Manager

SUBJECT: **A RESOLUTION AUTHORIZING THE ACQUISITION OF PROPERTIES AT 10275 FOLSOM BLVD AND 10275 DAWES ST, RANCHO CORDOVA, AND AUTHORIZING EXECUTION OF A PURCHASE AND SALE AGREEMENT, AND CERTIFICATE OF ACCEPTANCE AND RECORDATION OF A GRANT DEED**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution will allow the City Manager to proceed with the execution of documents necessary to purchase and take possession of the properties located at 10275 Folsom Blvd and 10275 Dawes Street ("Properties") for a future determined use for the amount of \$550,000.

BACKGROUND

The Subject Properties are identified in the Folsom Boulevard Specific Plan as part of the Mather Mills Opportunity Site with the greatest potential for new development and redevelopment for a compact, urban and walkable environment.

Although no specified use is projected for the site at this time, the Property's location with frontage along Folsom Blvd is ideal for development and makes it a good candidate for multiple State and Federal grant programs around Transit Oriented Development due to its close proximity to the Regional Transit Gold Line Mills Station light rail stop, several local businesses, and the Folsom Lake College Rancho Cordova Center. The acquisition of this property will allow for greater development potential and flexibility related to the next phase of development for Los Rios and the adjacent Civic Center project. The property value analysis and broker opinion of value is in line with the purchase price and market value for this property.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (Section 21000, et. seq. of the California Public Resources Code, hereafter CEQA) requires analysis of agency approvals of discretionary “projects.” A “project,” under CEQA, is defined as “the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.” The acquisition of property by a public agency is a project as defined by CEQA. Pursuant to CEQA Guidelines Section 15061(b)(3), an activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. The activity is not subject to CEQA where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

As noted above, no specified use is currently proposed or being considered for the site by the City. Further, while future development of the site is assumed, the type and intensity of development cannot be determined and it would be speculative to identify the type and level of development that would ultimately be constructed on site and the potential effects of that development. Pursuant to CEQA Guidelines Section 15145, if an impact is too speculative for evaluation the agency not required to, nor should it, engage in speculation and should terminate the discussion. It should be noted that, at such time as development is proposed for the site, a project-level analysis can and will be prepared to disclose potential environmental impacts of that development. However, because the current action would only result in the change of ownership of the property and no physical changes would occur on the site that could result in physical environmental effects, the activity is not subject to CEQA pursuant to CEQA Guidelines section 15061(b)(3).

FISCAL IMPACT AND FUNDING SOURCE

The purchase price for the Properties is \$550,000. It is anticipated that additional funds will be needed for closing costs, including legal and environmental review. The City’s General Fund will be used to pay for the land purchase and closing costs. A funding source for future improvements to this property has not been identified at this time.

If purchased, the Properties will require annual property maintenance and security costs not expected to exceed \$3,500 per year until they are developed or disposed of in some other way.

ATTACHMENT(S)

1. Resolution
2. Site Diagram
3. Purchase and Sale Agreement
4. Notice of CEQA Exemption

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2021

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, AUTHORIZING THE ACQUISITION OF PROPERTIES AT 10275
FOLSOM BLVD AND 10275 DAWES STREET, RANCHO CORDOVA, AND AUTHORIZING
EXECUTION OF A PURCHASE AND SALE AGREEMENT AND A CERTIFICATE OF
ACCEPTANCE AND RECORDATION OF A GRANT DEED**

WHEREAS, the owner of the properties at 10275 Folsom Boulevard and 10275 Dawes Street ("Properties"), located near the Mills Station light rail station and the Rancho Cordova Center of Folsom Lake College, is willing to sell the Property and the City of Rancho Cordova ("City") desires to acquire the Property for a currently unspecified use; and

WHEREAS, the Properties are identified in the Folsom Boulevard Specific Plan as an Opportunity Site with the greatest opportunity for new development and redevelopment for a compact, urban and walkable environment and is prioritized in the City's Housing Element policies of targeting underutilized and transit-oriented properties on Folsom Boulevard to increase mixed use and reuse in that corridor; and

WHEREAS, the Properties are vacant, underutilized sites; and

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

WHEREAS, the acquisition and lack of identified proposed use of the Properties are not inconsistent with the applicable general plan land use designation and zoning and the acquisition of the Properties is exempt from the California Environmental Quality Act (CEQA) pursuant to Title 14 of the California Code of Regulations, Chapter 3, Division 6 (State CEQA Guidelines) Section 15061 (General Rule Exemption).

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

1. Authorizes the City Manager and/or his designees to execute a Purchase and Sale Agreement for the acquisition of the Properties at a purchase price not to exceed \$550,000, which Agreement shall be in a form approved by the City Attorney, and to execute such other documents and to take such other actions as necessary to consummate the transaction contemplated by this resolution, including without limitation, the payment of deposits as required pursuant to the Purchase and Sale Agreement and the execution of contracts required in connection with any environmental evaluation and/or physical inspection of the Property.
2. Consents to the execution of a Certificate of Acceptance and the recordation of a grant

ITEM 16.7.

ATTACHMENT 1

deed conveying the Properties to the City upon close of escrow for the purchase of Properties.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 15th day of March, 2021 by following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

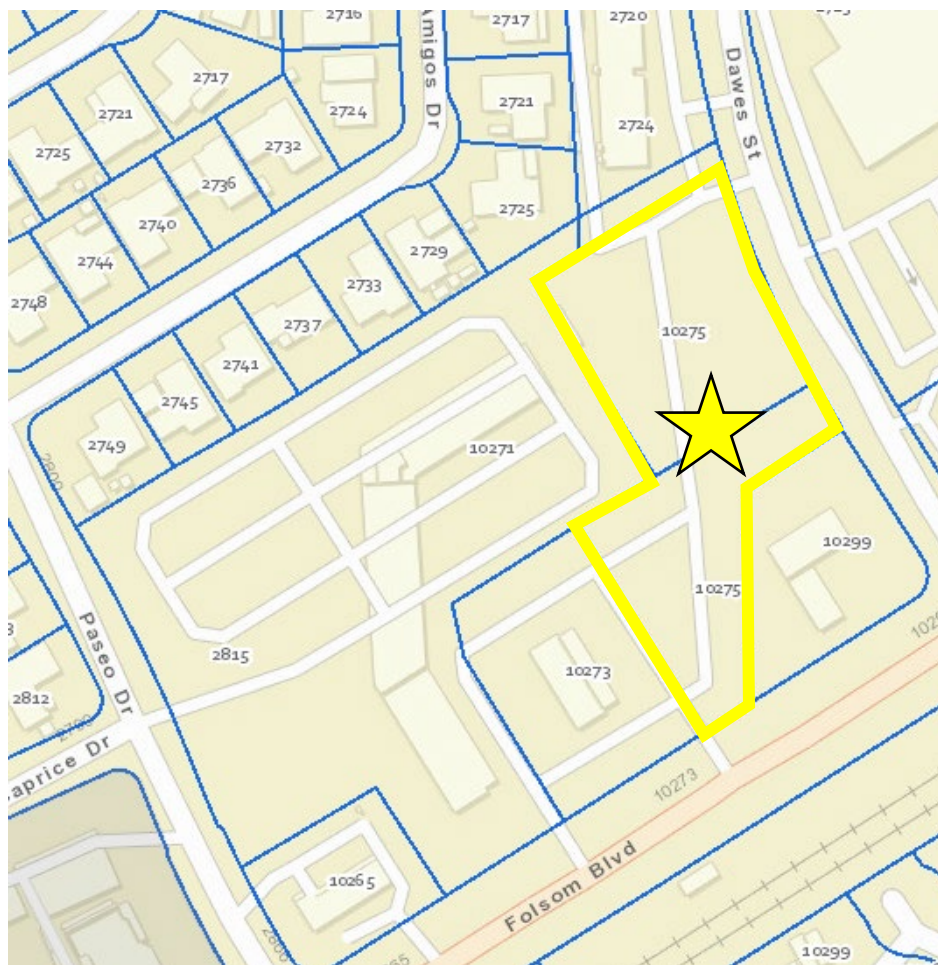
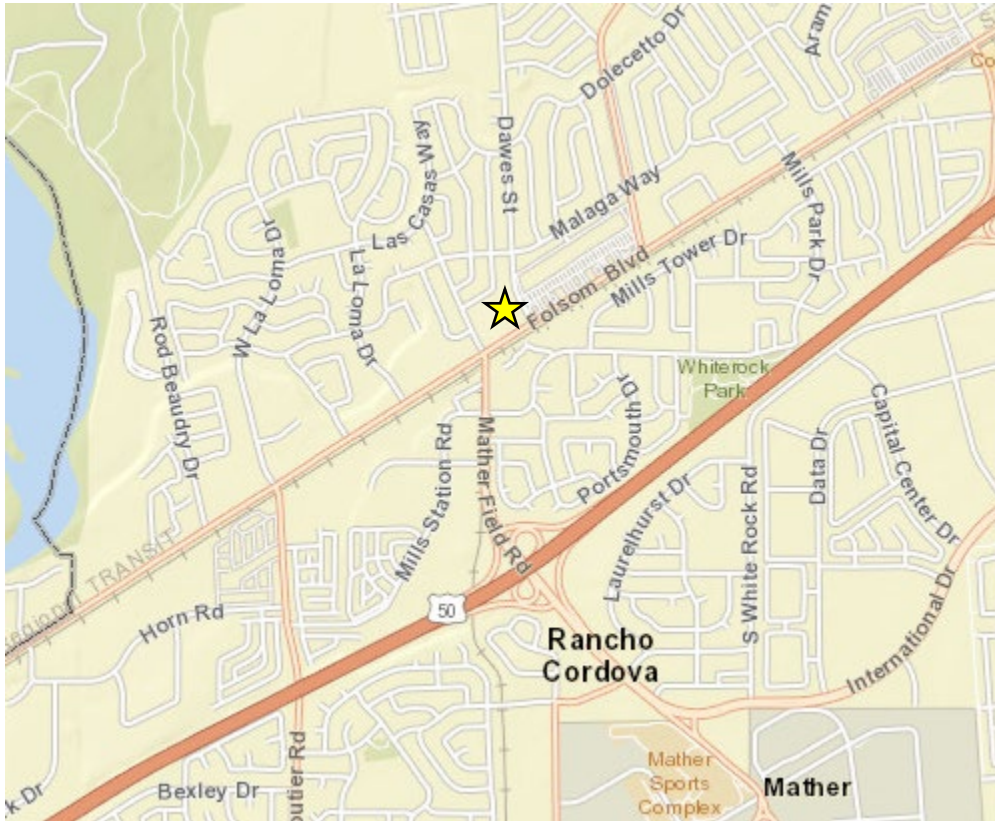
ATTEST:

Garrett Gatewood, Mayor

Stacy Leitner, CMC
City Clerk

Site Diagram

10275 Folsom Blvd and 10275 Dawes St



PURCHASE AND SALE AGREEMENT AND JOINT ESCROW INSTRUCTIONS

THIS PURCHASE AND SALE AGREEMENT AND JOINT ESCROW INSTRUCTIONS (this “**Agreement**”) is entered into as of February __, 2021 (the “**Effective Date**”), by and between Yusra LLC, a California limited liability company (the “**Seller**”) and the City of Rancho Cordova, a California municipal corporation (the “**City or Buyer**”). Seller and Buyer are collectively referred to herein as the “**Parties**.”

RECITALS

A. Seller is the owner of certain real property located at 10275 Folsom Blvd and 10275 Dawes Street, also known as Sacramento County Assessor’s Parcel Number 076-0212-020-0000 and 076-0212-021-0000, in the City of Rancho Cordova (the “**Property**”), as more particularly described in Exhibit A attached hereto and incorporated herein by this reference.

B. The City desires to purchase the Property and has agreed to pay Five Hundred Fifty Thousand Dollars (\$550,000) (the “**Purchase Price**”) to Seller for the purchase of the Property.

G. Buyer agrees to purchase the Property, and Seller agrees to sell the Property to Buyer, subject to the terms and conditions of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and agreements contained in this Agreement, and other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged by the parties, Seller and Buyer hereby agree as follows:

1. INCORPORATION OF RECITALS AND EXHIBITS. The Recitals set forth above and the Exhibits attached to this Agreement are each incorporated into the body of this Agreement as if set forth in full.

2. PURCHASE AND SALE.

2.1 Agreement to Buy and Sell. Subject to the terms and conditions set forth herein, Seller agrees to sell the Property to Buyer, and Buyer hereby agrees to acquire the Property from Seller. For purposes of this Agreement, the term “Property” consists of the following:

(a) Land. As described in Exhibit A.

(b) Appurtenances. All privileges, rights, easements appurtenant to the Land, including without limitation all minerals, oil, gas, and other hydrocarbon substances on and under the Land: all development rights, air rights, water, water rights, and water stock relating to the Land: all right, title, and interest of Seller in and to streets, alleys, passages, water and sewer taps, sanitary or storm drain

capacity or reservations and rights under utility agreements, and other easements and other rights-of-way included in, adjacent to, or used in connection with the beneficial use and enjoyment of the Land, if any (collectively, the "Appurtenances").

(c) **Improvements.** All buildings, structures, fences, or improvements located upon the Property or upon the Improvements, including fixtures, systems, and equipment attached to the Property or Improvements and used in connection with the operations or occupancy of the Property and Improvements, if any (collectively, the "Improvements", which together with the Property and the Appurtenances are called the "Property".

(d) **Personal Property.** All tangible personal property and all intangible property owned by Seller that is located on or in or is used in connection with the use or operation of any of the Property ("Personal Property"). Personal Property includes without limitation, all of the following: (i) all licenses and permits related to the property and (ii) all plans, drawings, reports, records and engineering studies located within, used in connection with, or related to the Property.

2.2 **Purchase Price.** The Purchase Price for the Property to be paid by Buyer to Seller is Five Hundred Fifty Thousand Dollars (\$550,000). The Purchase Price will be paid in immediately available funds to Seller on the Closing Date (defined below) at the address of Seller as provided in Section 10.8 of this Agreement.

3. **ESCROW.**

3.1 **Escrow Account.** Seller has opened an escrow account (the "**Escrow**") maintained by Placer Title Company, 301 University Ave, Suite 120, Sacramento, CA 95825 Attn: Jenny Vega (the "**Escrow Holder**"), with interest accruing to the benefit of Buyer. Escrow Holder shall perform all escrow and title services in connection with this Agreement.

3.2 **Opening of Escrow.** Within three (3) business days after the Effective Date, the Parties will deposit into Escrow the fully executed Agreement, or executed counterparts thereto. The date such fully executed Agreement is received by Escrow Holder will be deemed the "**Opening of Escrow**" and Escrow Holder will give written notice to the Parties of such occurrence.

3.3 **Buyer's Deposit.** Within ten (10) business days after the Opening of Escrow, the Buyer shall deposit the sum of Twenty Thousand Dollars (\$20,000) in Escrow ("**Deposit**"). In the event Buyer notifies the Seller that it elects to proceed with the purchase following their review of the property, during the Diligence Period, the Deposit shall then become nonrefundable to the Buyer, but applicable to the purchase price.

3.4 **Satisfaction of Due Diligence Contingency.** Buyer shall have the right, in its sole discretion, to terminate this Agreement for any reason prior to the expiration of the Due Diligence Contingency Period (as defined in Section 5(a) below)

and receive a refund of the Deposit. Buyer hereby agrees to provide written notice to Seller prior to the expiration of the Due Diligence Contingency Period if Buyer disapproves any due diligence items or approves all due diligence items (“**Approval Notice**”). If Buyer disapproves any items through the delivery of the Approval Notice to Seller before 5:00 p.m. on the last day of the Due Diligence Contingency Period, this Agreement shall terminate, and all amounts deposited by Buyer into escrow, together with interest thereon, if any, will be returned to Buyer, and neither party shall have any further rights or obligations hereunder except those which expressly survive the termination hereof.

4. PROPERTY DISCLOSURE REQUIREMENTS.

4.1 Condition of Title/Preliminary Title Report. Escrow Holder shall deliver a Preliminary Title Report for the Property (the “**Preliminary Report**”) to Buyer within three (3) days after the Opening of Escrow. Buyer shall have until the end of the Due Diligence Contingency Period to approve the condition of title to the Property. If Buyer delivers the Approval Notice, Buyer agrees to take title to the Property subject to the following “**Permitted Exceptions**” exclusively: (a) standard printed exceptions in the Preliminary Report acceptable to the Buyer; (b) general and special real property taxes and assessments constituting a lien not yet due and payable; and (c) exceptions to the title referenced in the Approval Notice.

4.2 Environmental and Natural Hazards Disclosure. California Health & Safety Code section 25359.7 requires owners of non-residential real property who know, or have reasonable cause to believe, that any release of hazardous substances are located on or beneath the real property to provide written notice of same to the buyer of real property. Other applicable laws require Seller to provide certain disclosures regarding natural hazards affecting the Property. Seller agrees to make all necessary disclosures required by law within fifteen (15) business days after the Opening of Escrow.

5. CLOSING AND PAYMENT OF PURCHASE PRICE.

5.1 Closing. The closing (the “**Closing**” or “**Close of Escrow**”) will occur no later than sixty (60) days after the Effective Date (“**Closing Date**”). If Close of Escrow has not occurred by the end of the Extension Period, Buyer or Seller may elect to terminate this Agreement, in which event the Deposits shall be returned to Buyer and neither Party shall have any further rights or obligations hereunder.

5.2 Buyer's Conditions to Closing. Buyer's obligation to purchase the Property is subject to the satisfaction of all of the following conditions or Buyer's written waiver thereof (in Buyer's sole discretion) on or before the Closing Date:

(a) Buyer shall have thirty (30) days from Opening of Escrow (the “**Due Diligence Contingency Period**”) to complete physical inspections of the Property and due diligence related to the purchase of the Property. Seller shall provide to Buyer copies of all reasonably available and known documents, records, maps,

memoranda, reports, data, whether in electronic or physical format relating to the ownership and operation of the Property, including but not limited to plans, permits and reports (environmental, structural, mechanical, engineering and land surveys) that Seller has in its possession not later than two (2) business days following the execution and delivery of this Agreement. All physical inspections must be coordinated with Seller's representative.

(b) Buyer has entered into an agreement with the owners of the adjacent property to move or remove that certain easement recorded as document number 20121231 recorded in the official records of Sacramento County on December 31, 2012.

(c) Seller has executed a correction deed that shows the correct ownership of the Property.

(d) Seller has performed all obligations to be performed by Seller pursuant to this Agreement.

(e) Seller's representations and warranties herein are true and correct in all material respects as of the Closing Date.

(f) The Title Company is irrevocably committed to issue a CLTA Title Policy to Buyer, effective as of the Closing Date, insuring title to Buyer in the full amount of the Purchase Price subject only to the Permitted Exceptions.

5.3 Seller's Conditions to Closing. The Close of Escrow and Seller's obligation to sell and convey the Property to Buyer are subject to the satisfaction of the following conditions or Seller's written waiver (in Seller's sole discretion) of such conditions on or before the Closing Date:

(a) Buyer has performed all obligations to be performed by Buyer pursuant to this Agreement before Closing Date.

(b) Buyer's representations and warranties set forth herein are true and correct in all material respects as of the Closing Date.

(c) Seller will place a deed restriction on the Property that restricts or prohibits the ability of Seller to place a liquor / convenience store on the Property for a minimum of thirty (30) years after closing.

5.4 Conveyance of Title. Seller will deliver marketable fee simple title to Buyer at the Closing, subject only to the Permitted Exceptions. The Property will be conveyed by Seller to Buyer in an "as is" condition, provided, however, that the foregoing shall not relieve Seller from disclosure of any conditions of which Seller has actual knowledge.

5.5 Deliveries at Closing.

(a) Deliveries by Seller. Seller shall deposit into the Escrow for delivery to Buyer at Closing: (i) a grant deed; (ii) an affidavit or qualifying statement which satisfies the requirements of paragraph 1445 of the Internal Revenue Code of 1986, as amended, any regulations thereunder (the "**Non-Foreign Affidavit**"); and (iii) a California Franchise Tax Board form 590 to satisfy the requirements of California Revenue and Taxation Code Section 18805(b) and 26131.

(b) Deliveries by Buyer. No less than one (1) business day prior to the close of escrow, Buyer shall deposit into escrow immediately available funds in the amount, which together with the Earnest Money Deposit plus interest thereon, if any, is equal to: (i) the Purchase Price as adjusted by any prorations between the Parties; (ii) the escrow fees and recording fees; and (iii) the cost of the Title Policy.

(c) Closing. Upon Closing, Escrow Holder shall: (i) record the grant deed; (ii) disburse to Seller the Purchase Price, less Seller's share of any escrow fees, costs and expenses; (iii) deliver to Buyer the Non-Foreign Affidavit, the California Certificate and the original recorded grant deed; (iv) pay any broker commissions and other expenses payable through escrow; (v) distribute to itself the payment of escrow fees and expenses required hereunder; and (vi) deliver the title policy to the Buyer.

(d) Closing Costs. Buyer and seller will split all escrow and recording fees 50/50. Buyer will pay title insurance and title report costs and Seller will pay all governmental conveyance fees and all transfer taxes. All other costs and fees shall be paid in accordance with custom and practice in Sacramento County.

(e) Pro-Rations. At the close of escrow, the Escrow Agent shall make the following prorations: (i) property taxes will be prorated as of the Close of Escrow based upon the most recent tax bill available, including any property taxes which may be assessed after the close of escrow but which pertain to the period prior to the transfer of title to the Property to Seller, regardless of when or to whom notice thereof is delivered; (ii) any bond or assessment that constitutes a lien on the Property at the Close of Escrow will be assumed by Seller as of the date of closing. Buyer does not pay ad valorem taxes.

6. REPRESENTATIONS, WARRANTIES AND COVENANTS.

6.1 Seller's Representations, Warranties and Covenants. In addition to the representations, warranties and covenants of Seller contained in other sections of this Agreement, Seller hereby represents, warrants and covenants to Buyer that the statements below in this Section 6.1 are each true and correct as of the Closing Date provided however, if to Seller's actual knowledge any such statement becomes untrue prior to Closing, Seller will notify Buyer in writing and Buyer will have fifteen (15) business days thereafter to determine if Buyer wishes to proceed with Closing. If Buyer determines it does not wish to proceed, this Agreement shall terminate and all Deposits shall be returned to the Buyer.

(a) Authority. Seller is a California limited liability company, lawfully formed, in existence and in good standing under the laws of the State of California. Seller has the full right, capacity, power and authority to enter into and carry out the terms of this Agreement. This Agreement has been duly executed by Seller, and upon delivery to and execution by Buyer is a valid and binding agreement of Seller.

(b) Encumbrances. Seller has not alienated, encumbered, transferred, mortgaged, assigned, pledged, or otherwise conveyed its interest in the Property or any portion thereof, nor entered into any agreement to do so, and there are no liens, encumbrances, mortgages, covenants, conditions, reservations, restrictions, easements or other matters affecting the Property, except as disclosed in the Preliminary Report. Seller will not, directly or indirectly, alienate, encumber, transfer, mortgage, assign, pledge, or otherwise convey its interest prior to the Close of Escrow, as long as this Agreement is in force.

(c) Conflicts. There are no agreements affecting the Property except those which have been disclosed by Seller. There are no agreements which will be binding on the Buyer or the Property after the Close of Escrow, which cannot be terminated on thirty (30) days prior written notice.

(d) Condition of Property. Seller hereby represents and warrants to the best of its knowledge that, except as disclosed in writing to Buyer, as of the Effective Date and as of the close of escrow: (i) Seller has received no notice, warning, notice of violation, administrative complaint, judicial complaint, or other formal or informal notice alleging that conditions on the Property are or have ever been in violation of any Environmental Law or informing Seller that the Property is subject to investigation or inquiry regarding Hazardous Materials on the Property or the potential violation of any Environmental Law; (ii) there is no monitoring program required by the Environmental Protection Agency or any other governmental agency concerning the Property; (iii) Seller has disclosed to Buyer all information, records, and studies in Seller's possession or reasonably available to Seller relating to the Property concerning Hazardous Materials; (iv) Seller has not received any notice from any governmental authority of any threatened or pending zoning, building, fire, or health code violation or violation of other governmental regulations concerning the Property that have not previously been corrected, and no condition on the Property violates any health, safety,

fire, environmental, sewage, building, or other federal, state or local law, ordinance or regulation; (v) no contracts, licenses, leases or commitments regarding the maintenance or use of the Property or allowing any third party rights to use the Property are in force; (vi) there are no threatened or pending actions, suits, or administrative proceedings against or affecting the Property or any portion thereof or the interest of Seller in the Property; (vii) there are no threatened or pending condemnation, eminent domain, or similar proceedings affecting the Property or any portion thereof; (viii) Seller has not received any notice from any insurer of defects of the Property which have not been corrected; (ix) all information that Seller has delivered to Buyer, either directly or through Seller's agents, is accurate and complete; and (x) Seller has disclosed all material facts concerning the Property in Seller's possession.

(e) Condemnation. There is no (i) pending or threatened any contemplated annexation or condemnation proceeding relating to, or otherwise affecting, or which may affect, all or any portion of the Property, (ii) proposed or pending proceeding to change or redefine the zoning classification of all or any portion of the Property, or (iii) proposed change in road patterns or grades which may adversely affect access to the roads providing a means of ingress to or egress from the Property.

(f) Violations. There is not pending or threatened from any Federal, State, City or local authority, litigation, suit of judgment relating to the Property. Seller has not been formally notified in writing (including by service of process) by any governmental or quasi-governmental entity that the property is in violation of any environmental laws.

(g) Litigation. There is no litigation, arbitration or adversary proceeding pending or threatened before any court or administrative agency that relates to or affects the Property. Seller's performance hereunder, or which will result in any unsatisfied lien, charge, encumbrance or judgment against any part of or any interest in the Property.

(h) No Contracts. Prior to the Effective Date, Seller has not entered into any contracts, agreements, or understandings, verbal or written, which are still in effect for the sale, transfer, or alienation of any portion of the Property, or any option, right of refusal, right of first offer or other right relating to any of the foregoing. Between the Effective Date and Closing, no part of the Property shall be alienated, encumbered or transferred in a manner which will be binding on Buyer after Closing.

(i) No Breach. The execution and delivery of this Agreement and all instruments and agreements associated herewith, and the consummation of the transactions contemplated hereby will not: (i) constitute or result in the breach of, or default under, any oral or written agreement to which Seller is a party or which affects the Property; (ii) constitute or result in violation of any order, decree, or injunction with respect to which Seller and the Property, or either of them, are bound; (iii) cause or entitle any party to have a right to accelerate or declare a default under any oral or written agreement to which Seller is a party; and/or (iv) to the best of Seller's actual

knowledge, violate any provisions of any Municipal, State or Federal law, statutory or otherwise, to which Seller or the Property is or may be subject.

The truth and accuracy of each of the representations and warranties, and the performance of all covenants of Seller contained in this Agreement are conditions precedent to Buyer's obligation to proceed with the Closing hereunder. The foregoing representations and warranties shall survive the expiration, termination, or close of escrow of this Agreement and shall not be deemed merged into the deed upon closing.

6.2 Buyer's Representations and Warranties. In addition to the representations, warranties and covenants of Buyer contained in other sections of this Agreement, Buyer hereby represents, warrants and covenants to Seller that the statements below in this Section 6.5 are each true as of the Effective Date, and, if to Buyer's actual knowledge any such statement becomes untrue prior to Closing, Buyer shall so notify Seller in writing and Seller shall have fifteen (15) business days thereafter to determine if Seller wishes to proceed with Closing.

(a) Buyer is a California municipal corporation in good standing under the laws of the State of Delaware. Buyer has the full right, capacity, power and authority to enter into and carry out the terms of this Agreement. This Agreement has been duly executed by Buyer, and upon delivery to and execution by Seller shall be a valid and binding agreement of Buyer.

(b) Buyer is not bankrupt or insolvent under any applicable federal or state standard, has not filed for protection or relief under any applicable bankruptcy or creditor protection statute, and has not been threatened by creditors with an involuntary application of any applicable bankruptcy or creditor protection statute.

The truth and accuracy of each of the representations and warranties, and the performance of all covenants of Buyer contained in this Agreement are conditions precedent to Seller's obligation to proceed with the Closing hereunder.

7. REMEDIES In the event of a breach or default under this Agreement by Seller, if such breach or default occurs prior to Close of Escrow, Buyer reserves the right to either (a) seek specific performance from Seller or (b) to do any of the following: (i) to waive the breach or default and proceed to close as provided herein; (ii) to extend the time for performance and the Closing Date until Seller is able to perform; or (iii) to terminate this Agreement upon written notice to Seller, whereupon Seller shall cause Escrow Holder to return to Buyer any and all sums placed into the Escrow by Buyer, and except for the rights and obligations expressly provided to survive termination of this Agreement, neither party shall have any further obligations or liabilities hereunder. IN THE EVENT OF A BREACH OR DEFAULT HEREUNDER BY BUYER AND THE CLOSING DOES NOT OCCUR DUE TO SUCH DEFAULT, SELLER'S SOLE REMEDY SHALL BE TO RETAIN THE DEPOSITS AS LIQUIDATED DAMAGES. THE PARTIES AGREE THAT IN SUCH INSTANCE, THE DEPOSITS REPRESENT A REASONABLE APPROXIMATION OF SELLER'S DAMAGES AND ARE NOT INTENDED AS A FORFEITURE OR PENALTY BUT RATHER AN ENFORCEABLE LIQUIDATED

DAMAGES PROVISION PURSUANT TO CALIFORNIA CIVIL CODE SECTION 1671, ET SEQ. IN NO EVENT SHALL EITHER PARTY BE ENTITLED TO LOST PROFITS OR CONSEQUENTIAL DAMAGES AS A RESULT OF THE OTHER PARTY'S BREACH OF THIS AGREEMENT.

Buyer's Initials

Seller's Initials

8. BROKERS. Buyer has retained Daniel Mueller from Century 21 Select Real Estate, Inc. ("**Buyers Broker**") to represent Buyer in the negotiation of the purchase of the Property. Seller is solely responsible for the fee owed to Buyers Broker in the amount of Fifteen Thousand Dollars (\$15,000). Seller shall indemnify, hold harmless and defend Buyer from any and all claims, actions and liability for any breach of the preceding sentence, and any commission, finder's fee, or similar charges arising out of Seller's conduct.

Seller has retained Gregory Thomas of Colliers International ("**Sellers Broker**") to represent Seller in the negotiation of the purchase of the Property. Seller is solely responsible for the fee owed to Sellers Broker in the amount of Fifteen Thousand Dollars (\$15,000). Seller shall indemnify, hold harmless and defend City from any and all claims, actions and liability for any breach of the preceding sentence, and any commission, finder's fee, or similar charges arising out of Sellers conduct.

9. ASSIGNMENT. Absent an express signed written agreement between the Parties to the contrary, neither Seller nor Buyer may assign its rights or delegate its duties under this Agreement without the express written consent of the other, which consent may not be unreasonably withheld. No permitted assignment of any of the rights or obligations under this Agreement shall result in a novation or in any other way release the assignor from its obligations under this Agreement.

10. MISCELLANEOUS.

10.1 Attorneys' Fees. If any party employs counsel to enforce or interpret this Agreement, including the commencement of any legal proceeding whatsoever (including insolvency, bankruptcy, arbitration, mediation, declaratory relief or other litigation), the prevailing party shall be entitled to recover its reasonable attorneys' fees and court costs (including the service of process, filing fees, court and court reporter costs, investigative fees, expert witness fees, and the costs of any bonds, whether taxable or not) and shall include the right to recover such fees and costs incurred in any appeal or efforts to collect or otherwise enforce any judgment in its favor in addition to any other remedy it may obtain or be awarded. Any judgment or final order issued in any legal proceeding shall include reimbursement for all such attorneys' fees and costs. In any legal proceeding, the "prevailing party" shall mean the party determined by the court to most nearly prevail and not necessarily the party in whose favor a judgment is rendered.

10.2 Interpretation. This Agreement has been negotiated at arm's length and each party has been represented by independent legal counsel in this transaction and this Agreement has been reviewed and revised by counsel to each of the Parties. Accordingly, each party hereby waives any benefit under any rule of law (including Section 1654 of the California Civil Code) or legal decision that would require interpretation of any ambiguities in this Agreement against the drafting party.

10.3 Survival. All indemnities, covenants, representations and warranties contained in this Agreement shall survive Close of Escrow.

10.4 Successors. Except as provided to the contrary in this Agreement, this Agreement shall be binding on and inure to the benefit of the Parties and their successors and assigns.

10.5 Governing Law. This Agreement shall be construed and interpreted in accordance with the laws of the State of California.

10.6 Integrated Agreement; Modifications. This Agreement contains all the agreements of the Parties concerning the subject hereof and cannot be amended or modified except by a written instrument executed and delivered by the parties. There are no representations, agreements, arrangements or understandings, either oral or written, between or among the parties hereto relating to the subject matter of this Agreement that are not fully expressed herein. In addition there are no representations, agreements, arrangements or understandings, either oral or written, between or among the Parties upon which any party is relying upon in entering this Agreement that are not fully expressed herein.

10.7 Severability. If any term or provision of this Agreement is determined to be illegal, unenforceable, or invalid in whole or in part for any reason, such illegal, unenforceable, or invalid provisions or part thereof shall be stricken from this Agreement, any such provision shall not be affected by the legality, enforceability, or validity of the remainder of this Agreement. If any provision or part thereof of this Agreement is stricken in accordance with the provisions of this Section, then the stricken provision shall be replaced, to the extent possible, with a legal, enforceable and valid provision this is in keeping with the intent of the Parties as expressed herein.

10.8 Notices. Any delivery of this Agreement, notice, modification of this Agreement, collateral or additional agreement, demand, disclosure, request, consent, approval, waiver, declaration or other communication that either party desires or is required to give to the other party or any other person shall be in writing. Any such communication may be served personally, or by nationally recognized overnight delivery service (i.e., Federal Express) which provides a receipt of delivery, or sent by prepaid, first class mail, return receipt requested to the party's address as set forth below:

To Buyer: City of Rancho Cordova
2729 Prospect Park Drive
Rancho Cordova, CA 95670

Attn: City Manager

To Seller: Yusra LLC, a California limited liability company
10535 E. Stockton Boulevard, Suite B
Elk Grove, CA 95624
Attn: Rich Rashed

To Escrow Holder: Placer Title Company
301 University Avenue, Suite 120
Sacramento, CA 95825
Attn: Jenny Vega

Any such communication shall be deemed effective upon personal deliver or on the date of first refusal to accept delivery as reflected on the receipt of delivery or return receipt, as applicable. Any party may change its address by notice to the other party. Each party shall make an ordinary, good faith effort to ensure that it will accept or receive notices that are given in accordance with this section and that any person to be given notice actually receives such notice.

10.9 Time. Time is of the essence to the performance of each and every obligation under this Agreement.

10.10 Days of Week. If any date for exercise of any right, giving of any notice, or performance of any provision of this Agreement falls on a Saturday, Sunday or holiday, the time for performance will be extended to 5:00 p.m. on the next business day.

10.11 Reasonable Consent and Approval. Except as otherwise provided in this Agreement, whenever a party is required or permitted to give its consent or approval under this Agreement, such consent or approval shall not be unreasonably withheld or delayed. If a party is required or permitted to give its consent or approval in its sole and absolute discretion or if such consent or approval may be unreasonably withheld, such consent or approval may be unreasonably withheld but shall not be unreasonably delayed.

10.12 Further Assurances. The Parties shall at their own cost and expense execute and deliver such further documents and instruments and shall take such other actions as may be reasonably required or appropriate to carry out the intent and purposes of this Agreement.

10.13 Waivers. Any waiver by any party shall be in writing and shall not be construed as a continuing waiver. No waiver will be implied from any delay or failure to take action on account of any default by any party. Consent by any party to any act or omission by another party shall not be construed to be a consent to any other subsequent act or omission or to waive the requirement for consent to be obtained in any future or other instance.

10.14 Signatures/Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Any one of such completely executed counterparts shall be sufficient proof of this Agreement.

10.15 Date and Delivery of Agreement. Notwithstanding anything to the contrary contained in this Agreement, the parties intend that this Agreement shall be deemed effective, and delivered for all purposes under this Agreement, and for the calculation of any statutory time periods based on the date an agreement between parties is effective, executed, or delivered, as of the Effective Date.

10.16 Representation on Authority of Parties. Each person signing this Agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Agreement. Each party represents and warrants to the other that the execution and delivery of the Agreement and the performance of such party's obligations hereunder have been duly authorized and that the Agreement is a valid and legal agreement binding on such party and enforceable in accordance with its terms.

SIGNATURES ON FOLLOWING PAGE

IN WITNESS WHEREOF, this Agreement is executed by Buyer and Seller as of the Effective Date.

Seller:

Yusra LLC, a California limited liability company

By: _____
Name Suad Rashed

Its: President / Secretary

Buyer:

City of Rancho Cordova

By: _____
City Manager

Attest:

City Clerk

Reviewed as to Form:

City Attorney

EXHIBIT A

LEGAL DESCRIPTION

(To be inserted by Placer Title Company)

3692849.3

To: ☐ Office of Planning and Research
1400 Tenth Street
Sacramento, CA 95814

From: City of Rancho Cordova
Public Works Department
2729 Prospect Park Drive
Rancho Cordova, CA 95670

☒ County Clerk-Recorder
Sacramento County
600 8th Street
Sacramento, CA 95814

Project Title: **ACQUISITION OF PROPERTY LOCATED AT 10275 FOLSOM BLVD & 10275 DAWES ST**

Project Location: 10275 Folsom Blvd & 10275 Dawes St

Assessor's Parcel Number(s): 076-0212-020, 076-0212-021

Project Description: The City of Rancho Cordova proposes to purchase a vacant, approximately 1.42-acre property located at 10275 Folsom Boulevard and 10275 Dawes Street. No construction is proposed for the site and a specific use has not been identified for the site at this time.

Lead Agency: City of Rancho Cordova

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

Exemption Status: ☐ Ministerial [Section 21080(b); 15268];
☐ Declared Emergency [Section 21080(b)(3); 15269(a)];
☐ Emergency Project [Section 21080(b)(4); 15269(b)(c)];
☒ **General Rule [Section 15061(b)(3)];**
☐ Categorical Exemption [Section 15301(a), Existing Facilities];
☐ Approval of Rates, Tolls, Fares, and Charges [Section 21080(b)(8)(D)];
☐ Statutory Exemption [Section 15273(a)(4)].

REASONS WHY THIS PROJECT IS EXEMPT OR DOES NOT REQUIRE FURTHER ENVIRONMENTAL DOCUMENTATION:

The project is exempt under State CEQA Guidelines [Section 15061(b)(3)], which states:

(b) A project is exempt from CEQA if:

(3) The activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

The California Environmental Quality Act (Section 21000, et. seq. of the California Public Resources Code, hereafter CEQA) requires analysis of agency approvals of discretionary "projects." A "project," under CEQA, is defined as "the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment." The acquisition of

ITEM 16.7.**ATTACHMENT 4**

property by a public agency is a project as defined by CEQA. Pursuant to CEQA Guidelines Section 15061(b)(3), an activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. The activity is not subject to CEQA where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

The City is currently purchasing the property. While future development of the property is assumed, the type and intensity of development cannot be determined, and it would be speculative to identify the type and level of development that would ultimately be constructed on site and the potential effects of that development. Pursuant to CEQA Guidelines Section 15145, if an impact is too speculative for evaluation the agency not required to, nor should it, engage in speculation and should terminate the discussion. It should be noted that, at such time as development is proposed for the site, a project-level analysis can and will be prepared to disclose potential environmental impacts of that development. However, because the current action would only result in the change of ownership of the property and no physical changes would occur on the site that could result in physical environmental effects, the activity is not subject to CEQA pursuant to CEQA Guidelines section 15061(b)(3).

By


Stefan Heisler, Environmental Coordinator
City of Rancho Cordova
(916) 851-8757
March 5, 2021

MEMORANDUM



ITEM 16.8.

DATE: March 15, 2021

TO: Honorable Mayor and Council Members

FROM: Micah Runner, Deputy City Manager
Stefan Heisler, Housing Manager

SUBJECT: **A RESOLUTION AUTHORIZING THE ACQUISITION OF PROPERTIES AT 10456 AND 10448 INVESTMENT CIRCLE, RANCHO CORDOVA, AND AUTHORIZING EXECUTION OF A PURCHASE AND SALE AGREEMENT, AND A CERTIFICATE OF ACCEPTANCE AND RECORDATION OF A GRANT DEED**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution will allow the City Manager to proceed with the execution of documents necessary to purchase and take possession of the properties located at 10456 and 10448 Investment Circle ("Properties") for a future determined use for the amount of \$405,000.

BACKGROUND

Although no specified use is projected for the site at this time, the Property's location adjacent to the future Rancho Cordova Youth Center provides the City with flexibility to plan for the future uses that will be a part of the Youth Center or adjacent to it. The property value analysis and broker opinion of value is in line with the purchase price and market value for this property.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (Section 21000, et. seq. of the California Public Resources Code, hereafter CEQA) requires analysis of agency approvals of discretionary "projects." A "project," under CEQA, is defined as "the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment." The acquisition of property by a public agency is a project as defined by CEQA. Pursuant to CEQA Guidelines Section 15061(b)(3), an activity is covered by the general rule that CEQA applies only to projects which have the potential for

causing a significant effect on the environment. The activity is not subject to CEQA where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

As noted above, no specified use is currently proposed or being considered for the site by the City. Further, while future development of the site is assumed, the type and intensity of development cannot be determined and it would be speculative to identify the type and level of development that would ultimately be constructed on site and the potential effects of that development. Pursuant to CEQA Guidelines Section 15145, if an impact is too speculative for evaluation the agency not required to, nor should it, engage in speculation and should terminate the discussion. It should be noted that, at such time as development is proposed for the site, a project-level analysis can and will be prepared to disclose potential environmental impacts of that development. However, because the current action would only result in the change of ownership of the property and no physical changes would occur on the site that could result in physical environmental effects, the activity is not subject to CEQA pursuant to CEQA Guidelines section 15061(b)(3).

FISCAL IMPACT AND FUNDING SOURCE

The purchase price for the Properties is \$405,000. It is anticipated that additional funds will be needed for closing costs, including legal and environmental review. The City's General Fund will be used to pay for the land purchase and closing costs. A funding source for future improvements to this property has not been identified at this time.

If purchased, the Properties will require annual property maintenance and security costs not expected to exceed \$2,000 per year until it is developed or disposed of in some other way.

ATTACHMENT(S)

1. Resolution
2. Site Diagram
3. Purchase and Sale Agreement 10456 Investment Circle
4. Purchase and Sale Agreement 10448 Investment Circle
5. Notice of CEQA Exemption

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2021

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, AUTHORIZING THE ACQUISITION OF PROPERTIES LOCATED
AT 10456 AND 10448 INVESTMENT CIRCLE, RANCHO CORDOVA, AND AUTHORIZING
EXECUTION OF A PURCHASE AND SALE AGREEMENT AND A CERTIFICATE OF
ACCEPTANCE AND RECORDATION OF A GRANT DEED**

WHEREAS, the owner of the properties located at 10456 and 10448 Investment Circle ("Properties"), located adjacent to the future Rancho Cordova Youth Center, is willing to sell the Properties and the City of Rancho Cordova ("City") desires to acquire the Property for a currently unspecified use; and

WHEREAS, the Properties are prioritized in the City's Housing Element policies of targeting underutilized and transit-oriented properties on Folsom Boulevard to increase mixed-use developments and reuse in that corridor; and

WHEREAS, the Properties are vacant, underutilized sites; and

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

WHEREAS, the acquisition and lack of identified proposed use of the Properties are not inconsistent with the applicable general plan land use designation and zoning and the acquisition of the Properties are exempt from the California Environmental Quality Act (CEQA) pursuant to Title 14 of the California Code of Regulations, Chapter 3, Division 6 (State CEQA Guidelines) Section 15061 (General Rule Exemption).

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

1. Authorizes the City Manager and/or his designees to execute a Purchase and Sale Agreement for the acquisition of the Properties at a purchase price not to exceed \$405,000, which Agreement shall be in a form approved by the City Attorney, and to execute such other documents and to take such other actions as necessary to consummate the transaction contemplated by this resolution, including without limitation, the payment of deposits as required pursuant to the Purchase and Sale Agreement and the execution of contracts required in connection with any environmental evaluation and/or physical inspection of the Properties.
2. Consents to the execution of a Certificate of Acceptance and the recordation of a grant deed conveying the Properties to the City upon close of escrow for the purchase of the Properties.

ITEM 16.8.

ATTACHMENT 1

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 15th day of March, 2021 by following vote:

AYES:

NOES:

ABSENT:

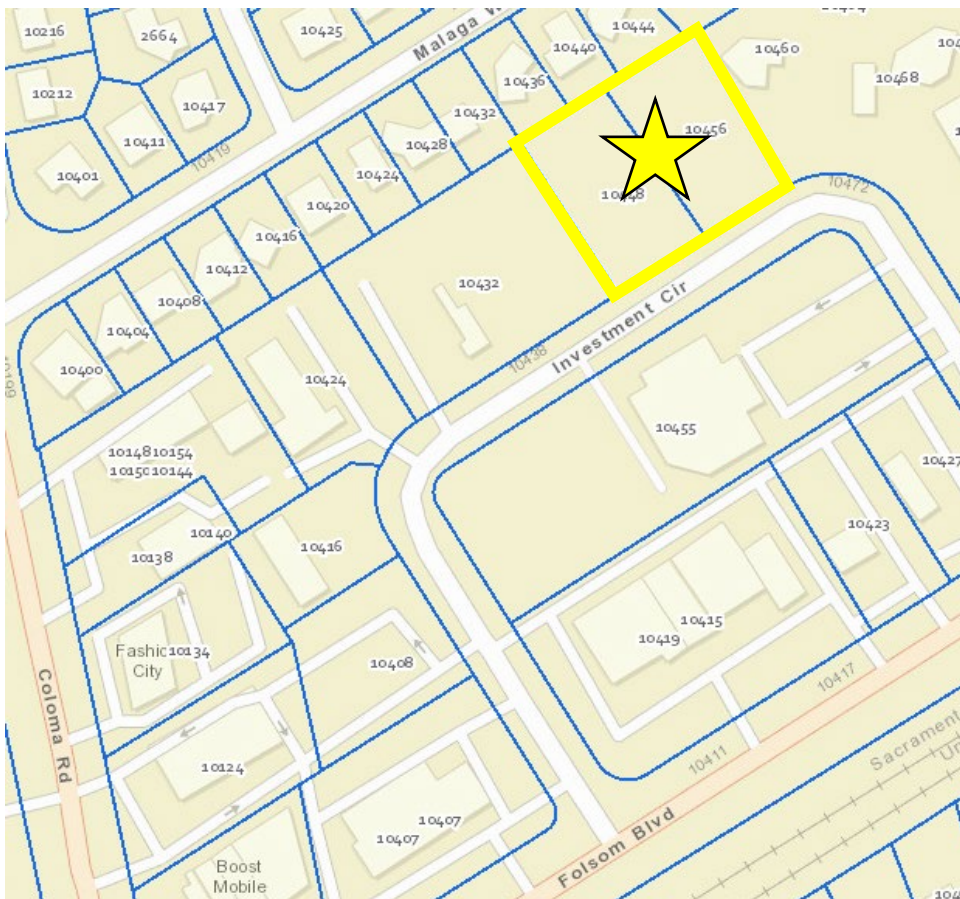
ABSTAIN:

ATTEST:

Garrett Gatewood, Mayor

Stacy Leitner, CMC
City Clerk

10456 and 10448 Investment Circle



PURCHASE AND SALE AGREEMENT AND JOINT ESCROW INSTRUCTIONS

THIS PURCHASE AND SALE AGREEMENT AND JOINT ESCROW INSTRUCTIONS (this “**Agreement**”) is entered into as of March 16, 2021 (the “**Effective Date**”), by and among Kay Wannavut, a married woman as her sole and separate property, Christopher J. Anthony revocable Living Trust dated December 26, 2006, _____ as Trustee (collectively, the “**Seller**” or the “**Sellers**”) and the City of Rancho Cordova, a California municipal corporation (the “**City**” or the “**Buyer**”). Seller and Buyer are collectively referred to herein as the “**Parties**.”

RECITALS

A. Seller is the owner of certain real property located at 10456 Investment Circle, also known as Sacramento County Assessor’s Parcel Number 057-0211-039-0000, in the City of Rancho Cordova (the “**Property**”), as more particularly described in Exhibit A attached hereto and incorporated herein by this reference.

B. The City desires to purchase the Property and has agreed to pay Two Hundred Two Thousand Five Hundred Dollars (\$202,500) (the “**Purchase Price**”) to Seller for the purchase of the Property.

C. Upon the execution of this Agreement, Seller agrees that Seller will not market the Property to any other potential third party buyer so long as this Agreement is in full force and effect.

D. Buyer agrees to purchase the Property, and Seller agrees to sell the Property to Buyer, subject to the terms and conditions of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and agreements contained in this Agreement, and other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged by the parties, Seller and Buyer hereby agree as follows:

1. INCORPORATION OF RECITALS AND EXHIBITS. The Recitals set forth above and the Exhibits attached to this Agreement are each incorporated into the body of this Agreement as if set forth in full.

2. PURCHASE AND SALE.

2.1 Agreement to Buy and Sell. Subject to the terms and conditions set forth herein, Seller agrees to sell the Property to Buyer, and Buyer hereby agrees to acquire the Property from Seller. For purposes of this Agreement, the term “Property” consists of the following:

(a) Land. As described in Exhibit A.

(b) Appurtenances. All privileges, rights, easements appurtenant to the Land, including without limitation all minerals, oil, gas, and other hydrocarbon substances on and under the Land: all development rights, air rights, water, water rights, and water stock relating to the Land: all right, title, and interest of Seller in and to streets, alleys, passages, water and sewer taps, sanitary or storm drain capacity or reservations and rights under utility agreements, and other easements and other rights-of-way included in, adjacent to, or used in connection with the beneficial use and enjoyment of the Land, if any (collectively, the "Appurtenances").

(c) Improvements. All buildings, structures, fences, or improvements located upon the Property or upon the Improvements, including fixtures, systems, and equipment attached to the Property or Improvements and used in connection with the operations or occupancy of the Property and Improvements, if any (collectively, the "Improvements", which together with the Property and the Appurtenances are called the "Property".

(d) Personal Property. All tangible personal property and all intangible property owned by Seller that is located on or in or is used in connection with the use or operation of any of the Property ("Personal Property"). Personal Property includes without limitation, all of the following: (i) all licenses and permits related to the property and (ii) all plans, drawings, reports, records and engineering studies located within, used in connection with, or related to the Property.

2.2 Purchase Price. The Purchase Price for the Property to be paid by Buyer to Seller is Two Hundred Two Thousand Five Hundred Dollars (\$202,500). The Purchase Price will be paid in immediately available funds to Seller on the Closing Date (defined below) at the address of Seller as provided in Section 10.8 of this Agreement.

3. ESCROW.

3.1 Escrow Account. Seller has opened an escrow account (the "**Escrow**") maintained by Placer Title Company, 301 University Ave, Suite 120, Sacramento, CA 95825 Attn: Jenny Vega (the "**Escrow Holder**"), with interest accruing to the benefit of Buyer. Escrow Holder shall perform all escrow and title services in connection with this Agreement.

3.2 Opening of Escrow. Within seven (7) business days after the Effective Date, the Parties will deposit into Escrow the fully executed Agreement, or executed counterparts thereto. The date such fully executed Agreement is received by Escrow Holder will be deemed the "**Opening of Escrow**" and Escrow Holder will give written notice to the Parties of such occurrence.

3.3 Buyer's Deposit. Within ten (10) business days after the Opening of Escrow, the Buyer shall deposit the sum of Twenty Thousand Dollars (\$20,000) in Escrow ("**Deposit**").

3.4 Satisfaction of Due Diligence Contingency. Buyer shall have the right, in its sole discretion, to terminate this Agreement for any reason prior to the expiration of the Due Diligence Contingency Period (as defined in Section 5(a) below) and receive a refund of the Deposit. Buyer hereby agrees to provide written notice to Seller prior to the expiration of the Due Diligence Contingency Period if Buyer disapproves any due diligence items or approves all due diligence items ("**Approval Notice**"). If Buyer disapproves any items through the delivery of the Approval Notice to Seller before 5:00 p.m. on the last day of the Due Diligence Contingency Period, this Agreement shall terminate, and all amounts deposited by Buyer into escrow, together with interest thereon, if any, will be returned to Buyer, and neither party shall have any further rights or obligations hereunder except those which expressly survive the termination hereof.

4. PROPERTY DISCLOSURE REQUIREMENTS.

4.1 Condition of Title/Preliminary Title Report. Escrow Holder shall deliver a Preliminary Title Report for the Property (the "**Preliminary Report**") to Buyer within three (3) days after the Opening of Escrow. Buyer shall have until the end of the Due Diligence Contingency Period to approve the condition of title to the Property. If Buyer delivers the Approval Notice, Buyer agrees to take title to the Property subject to the following "**Permitted Exceptions**" exclusively: (a) standard printed exceptions in the Preliminary Report acceptable to the Buyer; (b) general and special real property taxes and assessments constituting a lien not yet due and payable; and (c) exceptions to the title referenced in the Approval Notice.

4.2 Environmental and Natural Hazards Disclosure. California Health & Safety Code section 25359.7 requires owners of non-residential real property who know, or have reasonable cause to believe, that any release of hazardous substances are located on or beneath the real property to provide written notice of same to the buyer of real property. Other applicable laws require Seller to provide certain disclosures regarding natural hazards affecting the Property. Seller agrees to make all necessary disclosures required by law within fifteen (15) business days after the Opening of Escrow.

5. CLOSING AND PAYMENT OF PURCHASE PRICE.

5.1 Closing. The closing (the "**Closing**" or "**Close of Escrow**") will occur no later than sixty (60) days after the Effective Date ("**Closing Date**"). In the event the Closing has not occurred within sixty (60) days after the Opening of Escrow due to a delay beyond Buyer's control, then Close of Escrow may be extended up to an additional thirty (30) days (the "**Extension Period**"). If Close of Escrow has not occurred by the end of the Extension Period, Buyer may elect to terminate this Agreement, in which event the Deposits shall be returned to Buyer and neither Party shall have any further rights or obligations hereunder.

5.2 Buyer's Conditions to Closing. Buyer's obligation to purchase the Property is subject to the satisfaction of all of the following conditions or Buyer's written waiver thereof (in Buyer's sole discretion) on or before the Closing Date:

(a) Buyer shall have thirty (30) days from Opening of Escrow (the "**Due Diligence Contingency Period**") to complete physical inspections of the Property and due diligence related to the purchase of the Property. Seller shall provide to Buyer copies of all reasonably available and known documents, records, maps, memoranda, reports, data, whether in electronic or physical format relating to the ownership and operation of the Property, including but not limited to plans, permits and reports (environmental, structural, mechanical, engineering and land surveys) that Seller has in its possession not later than two (2) business days following the execution and delivery of this Agreement. All physical inspections must be coordinated with Seller's representative and require twenty-four (24) hour prior notice to Seller.

(b) Seller has performed all obligations to be performed by Seller pursuant to this Agreement.

(c) Seller's representations and warranties herein are true and correct in all material respects as of the Closing Date.

(d) The Title Company is irrevocably committed to issue a CLTA Title Policy to Buyer, effective as of the Closing Date, insuring title to Buyer in the full amount of the Purchase Price subject only to the Permitted Exceptions.

5.3 Seller's Conditions to Closing. The Close of Escrow and Seller's obligation to sell and convey the Property to Buyer are subject to the satisfaction of the following conditions or Seller's written waiver (in Seller's sole discretion) of such conditions on or before the Closing Date:

(a) Buyer has performed all obligations to be performed by Buyer pursuant to this Agreement before Closing Date.

(b) Buyer's representations and warranties set forth herein are true and correct in all material respects as of the Closing Date.

5.4 Conveyance of Title. Seller will deliver marketable fee simple title to Buyer at the Closing, subject only to the Permitted Exceptions. The Property will be conveyed by Seller to Buyer in an "as is" condition, provided, however, that the foregoing shall not relieve Seller from disclosure of any conditions of which Seller has actual knowledge.

5.5 Deliveries at Closing.

(a) Deliveries by Seller. Seller shall deposit into the Escrow for delivery to Buyer at Closing: (i) a grant deed; (ii) an affidavit or qualifying statement which satisfies the requirements of paragraph 1445 of the Internal Revenue Code of

1986, as amended, any regulations thereunder (the “**Non-Foreign Affidavit**”); and (iii) a California Franchise Tax Board form 590 to satisfy the requirements of California Revenue and Taxation Code Section 18805(b) and 26131.

(b) Deliveries by Buyer. No less than one (1) business day prior to the close of escrow, Buyer shall deposit into escrow immediately available funds in the amount, which together with the Earnest Money Deposit plus interest thereon, if any, is equal to: (i) the Purchase Price as adjusted by any prorations between the Parties; (ii) the escrow fees and recording fees; and (iii) the cost of the Title Policy.

(c) Closing. Upon Closing, Escrow Holder shall: (i) record the grant deed; (ii) disburse to Seller the Purchase Price, less Seller’s share of any escrow fees, costs and expenses; (iii) deliver to Buyer the Non-Foreign Affidavit, the California Certificate and the original recorded grant deed; (iv) pay any broker commissions and other expenses payable through escrow; (v) distribute to itself the payment of escrow fees and expenses required hereunder; and (vi) deliver the title policy to the Buyer.

(d) Closing Costs. Buyer and seller will split all escrow and recording fees 50/50. Buyer will pay title insurance and title report costs and Seller will pay all governmental conveyance fees and all transfer taxes. All other costs and fees shall be paid in accordance with custom and practice in Sacramento County.

(e) Pro-Rations. At the close of escrow, the Escrow Agent shall make the following prorations: (i) property taxes will be prorated as of the Close of Escrow based upon the most recent tax bill available, including any property taxes which may be assessed after the close of escrow but which pertain to the period prior to the transfer of title to the Property to Seller, regardless of when or to whom notice thereof is delivered; (ii) any bond or assessment that constitutes a lien on the Property at the Close of Escrow will be assumed by Seller as of the date of closing. Buyer does not pay ad valorem taxes.

6. REPRESENTATIONS, WARRANTIES AND COVENANTS.

6.1 Seller’s Representations, Warranties and Covenants. In addition to the representations, warranties and covenants of Seller contained in other sections of this Agreement, Seller hereby represents, warrants and covenants to Buyer that the statements below in this Section 6.1 are each true and correct as of the Closing Date provided however, if to Seller’s actual knowledge any such statement becomes untrue prior to Closing, Seller will notify Buyer in writing and Buyer will have fifteen (15) business days thereafter to determine if Buyer wishes to proceed with Closing. If Buyer determines it does not wish to proceed, this Agreement shall terminate and all Deposits shall be returned to the Buyer.

(a) Authority. Sellers are individuals and a trust. The trust is lawfully formed, in existence and in good standing under the laws of the State of California. Sellers have the full right, capacity, power and authority to enter into and carry out the terms of this Agreement. This Agreement has been duly executed by

Sellers, and upon delivery to and execution by Buyer is a valid and binding agreement of Seller.

(b) Encumbrances. Seller has not alienated, encumbered, transferred, mortgaged, assigned, pledged, or otherwise conveyed its interest in the Property or any portion thereof, nor entered into any agreement to do so, and there are no liens, encumbrances, mortgages, covenants, conditions, reservations, restrictions, easements or other matters affecting the Property, except as disclosed in the Preliminary Report. Seller will not, directly or indirectly, alienate, encumber, transfer, mortgage, assign, pledge, or otherwise convey its interest prior to the Close of Escrow, as long as this Agreement is in force.

(c) Conflicts. There are no agreements affecting the Property except those which have been disclosed by Seller. There are no agreements which will be binding on the Buyer or the Property after the Close of Escrow, which cannot be terminated on thirty (30) days prior written notice.

(d) Condition of Property. Seller hereby represents and warrants to the best of its knowledge that, except as disclosed in writing to Buyer, as of the Effective Date and as of the close of escrow: (i) Seller has received no notice, warning, notice of violation, administrative complaint, judicial complaint, or other formal or informal notice alleging that conditions on the Property are or have ever been in violation of any Environmental Law or informing Seller that the Property is subject to investigation or inquiry regarding Hazardous Materials on the Property or the potential violation of any Environmental Law; (ii) there is no monitoring program required by the Environmental Protection Agency or any other governmental agency concerning the Property; (iii) Seller has disclosed to Buyer all information, records, and studies in Seller's possession or reasonably available to Seller relating to the Property concerning Hazardous Materials; (iv) Seller has not received any notice from any governmental authority of any threatened or pending zoning, building, fire, or health code violation or violation of other governmental regulations concerning the Property that have not previously been corrected, and no condition on the Property violates any health, safety, fire, environmental, sewage, building, or other federal, state or local law, ordinance or regulation; (v) no contracts, licenses, leases or commitments regarding the maintenance or use of the Property or allowing any third party rights to use the Property are in force; (vi) there are no threatened or pending actions, suits, or administrative proceedings against or affecting the Property or any portion thereof or the interest of Seller in the Property; (vii) there are no threatened or pending condemnation, eminent domain, or similar proceedings affecting the Property or any portion thereof; (viii) Seller has not received any notice from any insurer of defects of the Property which have not been corrected; (ix) all information that Seller has delivered to Buyer, either directly or through Seller's agents, is accurate and complete; and (x) Seller has disclosed all material facts concerning the Property in Seller's possession.

(e) Condemnation. There is no (i) pending or threatened any contemplated annexation or condemnation proceeding relating to, or otherwise affecting, or which may affect, all or any portion of the Property, (ii) proposed or pending

proceeding to change or redefine the zoning classification of all or any portion of the Property, or (iii) proposed change in road patterns or grades which may adversely affect access to the roads providing a means of ingress to or egress from the Property.

(f) Violations. There is not pending or threatened from any Federal, State, City or local authority, litigation, suit of judgment relating to the Property. Seller has not been formally notified in writing (including by service of process) by any governmental or quasi-governmental entity that the property is in violation of any environmental laws.

(g) Litigation. There is no litigation, arbitration or adversary proceeding pending or threatened before any court or administrative agency that relates to or affects the Property. Seller's performance hereunder, or which will result in any unsatisfied lien, charge, encumbrance or judgment against any part of or any interest in the Property.

(h) No Contracts. Prior to the Effective Date, Seller has not entered into any contracts, agreements, or understandings, verbal or written, which are still in effect for the sale, transfer, or alienation of any portion of the Property, or any option, right of refusal, right of first offer or other right relating to any of the foregoing. Between the Effective Date and Closing, no part of the Property shall be alienated, encumbered or transferred in a manner which will be binding on Buyer after Closing.

(i) No Breach. The execution and delivery of this Agreement and all instruments and agreements associated herewith, and the consummation of the transactions contemplated hereby will not: (i) constitute or result in the breach of, or default under, any oral or written agreement to which Seller is a party or which affects the Property; (ii) constitute or result in violation of any order, decree, or injunction with respect to which Seller and the Property, or either of them, are bound; (iii) cause or entitle any party to have a right to accelerate or declare a default under any oral or written agreement to which Seller is a party; and/or (iv) to the best of Seller's actual knowledge, violate any provisions of any Municipal, State or Federal law, statutory or otherwise, to which Seller or the Property is or may be subject.

The truth and accuracy of each of the representations and warranties, and the performance of all covenants of Seller contained in this Agreement are conditions precedent to Buyer's obligation to proceed with the Closing hereunder. The foregoing representations and warranties shall survive the expiration, termination, or close of escrow of this Agreement and shall not be deemed merged into the deed upon closing.

6.2 Buyer's Representations and Warranties. In addition to the representations, warranties and covenants of Buyer contained in other sections of this Agreement, Buyer hereby represents, warrants and covenants to Seller that the statements below in this Section 6.5 are each true as of the Effective Date, and, if to Buyer's actual knowledge any such statement becomes untrue prior to Closing, Buyer shall so notify Seller in writing and Seller shall have fifteen (15) business days thereafter to determine if Seller wishes to proceed with Closing.

(a) Buyer is a California municipal corporation in good standing under the laws of the State of Delaware. Buyer has the full right, capacity, power and authority to enter into and carry out the terms of this Agreement. This Agreement has been duly executed by Buyer, and upon delivery to and execution by Seller shall be a valid and binding agreement of Buyer.

(b) Buyer is not bankrupt or insolvent under any applicable federal or state standard, has not filed for protection or relief under any applicable bankruptcy or creditor protection statute, and has not been threatened by creditors with an involuntary application of any applicable bankruptcy or creditor protection statute.

The truth and accuracy of each of the representations and warranties, and the performance of all covenants of Buyer contained in this Agreement are conditions precedent to Seller's obligation to proceed with the Closing hereunder.

7. REMEDIES In the event of a breach or default under this Agreement by Seller, if such breach or default occurs prior to Close of Escrow, Buyer reserves the right to either (a) seek specific performance from Seller or (b) to do any of the following: (i) to waive the breach or default and proceed to close as provided herein; (ii) to extend the time for performance and the Closing Date until Seller is able to perform; or (iii) to terminate this Agreement upon written notice to Seller, whereupon Seller shall cause Escrow Holder to return to Buyer any and all sums placed into the Escrow by Buyer, and except for the rights and obligations expressly provided to survive termination of this Agreement, neither party shall have any further obligations or liabilities hereunder. IN THE EVENT OF A BREACH OR DEFAULT HEREUNDER BY BUYER AND THE CLOSING DOES NOT OCCUR DUE TO SUCH DEFAULT, SELLER'S SOLE REMEDY SHALL BE TO RETAIN THE DEPOSITS AS LIQUIDATED DAMAGES. THE PARTIES AGREE THAT IN SUCH INSTANCE, THE DEPOSITS REPRESENT A REASONABLE APPROXIMATION OF SELLER'S DAMAGES AND ARE NOT INTENDED AS A FORFEITURE OR PENALTY BUT RATHER AN ENFORCEABLE LIQUIDATED DAMAGES PROVISION PURSUANT TO CALIFORNIA CIVIL CODE SECTION 1671, ET SEQ. IN NO EVENT SHALL EITHER PARTY BE ENTITLED TO LOST PROFITS OR CONSEQUENTIAL DAMAGES AS A RESULT OF THE OTHER PARTY'S BREACH OF THIS AGREEMENT.

Buyer's Initials

Seller's Initials

8. BROKERS. Buyer has retained Daniel Mueller from Century 21 Select Real Estate, Inc. ("**Buyers Broker**") to represent Buyer in the negotiation of the purchase of the Property. Buyer is solely responsible for all fees owed to Buyer's Broker. Buyer shall indemnify, hold harmless and defend Seller from any and all claims, actions and liability for any breach of the preceding sentence, and any commission, finder's fee, or similar charges arising out of Buyer's conduct.

Seller has retained Gary Martin from Faze One Real Estate, Inc. ("**Sellers Broker**") to represent Seller in the negotiation of the purchase of the Property. Seller is solely responsible for all fees owed to Seller's Broker. Seller shall indemnify, hold harmless and defend City from any and all claims, actions and liability for any breach of the preceding sentence, and any commission, finder's fee, or similar charges arising out of Seller's conduct.

9. ASSIGNMENT. Absent an express signed written agreement between the Parties to the contrary, neither Seller nor Buyer may assign its rights or delegate its duties under this Agreement without the express written consent of the other, which consent may not be unreasonably withheld. No permitted assignment of any of the rights or obligations under this Agreement shall result in a novation or in any other way release the assignor from its obligations under this Agreement.

10. MISCELLANEOUS.

10.1 Attorneys' Fees. If any party employs counsel to enforce or interpret this Agreement, including the commencement of any legal proceeding whatsoever (including insolvency, bankruptcy, arbitration, mediation, declaratory relief or other litigation), the prevailing party shall be entitled to recover its reasonable attorneys' fees and court costs (including the service of process, filing fees, court and court reporter costs, investigative fees, expert witness fees, and the costs of any bonds, whether taxable or not) and shall include the right to recover such fees and costs incurred in any appeal or efforts to collect or otherwise enforce any judgment in its favor in addition to any other remedy it may obtain or be awarded. Any judgment or final order issued in any legal proceeding shall include reimbursement for all such attorneys' fees and costs. In any legal proceeding, the "prevailing party" shall mean the party determined by the court to most nearly prevail and not necessarily the party in whose favor a judgment is rendered.

10.2 Interpretation. This Agreement has been negotiated at arm's length and each party has been represented by independent legal counsel in this transaction and this Agreement has been reviewed and revised by counsel to each of the Parties. Accordingly, each party hereby waives any benefit under any rule of law (including Section 1654 of the California Civil Code) or legal decision that would require interpretation of any ambiguities in this Agreement against the drafting party.

10.3 Survival. All indemnities, covenants, representations and warranties contained in this Agreement shall survive Close of Escrow.

10.4 Successors. Except as provided to the contrary in this Agreement, this Agreement shall be binding on and inure to the benefit of the Parties and their successors and assigns.

10.5 Governing Law. This Agreement shall be construed and interpreted in accordance with the laws of the State of California.

10.6 Integrated Agreement; Modifications. This Agreement contains all the agreements of the Parties concerning the subject hereof and cannot be amended or modified except by a written instrument executed and delivered by the parties. There are no representations, agreements, arrangements or understandings, either oral or written, between or among the parties hereto relating to the subject matter of this Agreement that are not fully expressed herein. In addition there are no representations, agreements, arrangements or understandings, either oral or written, between or among the Parties upon which any party is relying upon in entering this Agreement that are not fully expressed herein.

10.7 Severability. If any term or provision of this Agreement is determined to be illegal, unenforceable, or invalid in whole or in part for any reason, such illegal, unenforceable, or invalid provisions or part thereof shall be stricken from this Agreement, any such provision shall not be affected by the legality, enforceability, or validity of the remainder of this Agreement. If any provision or part thereof of this Agreement is stricken in accordance with the provisions of this Section, then the stricken provision shall be replaced, to the extent possible, with a legal, enforceable and valid provision this is in keeping with the intent of the Parties as expressed herein.

10.8 Notices. Any delivery of this Agreement, notice, modification of this Agreement, collateral or additional agreement, demand, disclosure, request, consent, approval, waiver, declaration or other communication that either party desires or is required to give to the other party or any other person shall be in writing. Any such communication may be served personally, or by nationally recognized overnight delivery service (i.e., Federal Express) which provides a receipt of delivery, or sent by prepaid, first class mail, return receipt requested to the party's address as set forth below:

To Buyer: City of Rancho Cordova
2729 Prospect Park Drive
Rancho Cordova, CA 95670
Attn: City Manager

To Seller: _____

Attn: _____

To Escrow Holder: Placer Title Company
301 University Avenue, Suite 120
Sacramento, CA 95825
Attn: Jenny Vega

Any such communication shall be deemed effective upon personal deliver or on the date of first refusal to accept delivery as reflected on the receipt of delivery or return receipt, as applicable. Any party may change its address by notice to the other party. Each party shall make an ordinary, good faith effort to ensure that it will accept or receive notices that are given in accordance with this section and that any person to be given notice actually receives such notice.

10.9 Time. Time is of the essence to the performance of each and every obligation under this Agreement.

10.10 Days of Week. If any date for exercise of any right, giving of any notice, or performance of any provision of this Agreement falls on a Saturday, Sunday or holiday, the time for performance will be extended to 5:00 p.m. on the next business day.

10.11 Reasonable Consent and Approval. Except as otherwise provided in this Agreement, whenever a party is required or permitted to give its consent or approval under this Agreement, such consent or approval shall not be unreasonably withheld or delayed. If a party is required or permitted to give its consent or approval in its sole and absolute discretion or if such consent or approval may be unreasonably withheld, such consent or approval may be unreasonably withheld but shall not be unreasonably delayed.

10.12 Further Assurances. The Parties shall at their own cost and expense execute and deliver such further documents and instruments and shall take such other actions as may be reasonably required or appropriate to carry out the intent and purposes of this Agreement.

10.13 Waivers. Any waiver by any party shall be in writing and shall not be construed as a continuing waiver. No waiver will be implied from any delay or failure to take action on account of any default by any party. Consent by any party to any act or omission by another party shall not be construed to be a consent to any other subsequent act or omission or to waive the requirement for consent to be obtained in any future or other instance.

10.14 Signatures/Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Any one of such completely executed counterparts shall be sufficient proof of this Agreement.

10.15 Date and Delivery of Agreement. Notwithstanding anything to the contrary contained in this Agreement, the parties intend that this Agreement shall be

deemed effective, and delivered for all purposes under this Agreement, and for the calculation of any statutory time periods based on the date an agreement between parties is effective, executed, or delivered, as of the Effective Date.

10.16 Representation on Authority of Parties. Each person signing this Agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Agreement. Each party represents and warrants to the other that the execution and delivery of the Agreement and the performance of such party's obligations hereunder have been duly authorized and that the Agreement is a valid and legal agreement binding on such party and enforceable in accordance with its terms.

SIGNATURES ON FOLLOWING PAGE

IN WITNESS WHEREOF, this Agreement is executed by Buyer and Seller as of the Effective Date.

Seller:



By: _____
Name: _____

By: _____
Name: _____

Buyer:

City of Rancho Cordova

By: _____
City Manager

Attest:

City Clerk

Approved as to Form:

City Attorney

EXHIBIT A
LEGAL DESCRIPTION

3692899.1

3692899.1

PURCHASE AND SALE AGREEMENT AND JOINT ESCROW INSTRUCTIONS

THIS PURCHASE AND SALE AGREEMENT AND JOINT ESCROW INSTRUCTIONS (this “**Agreement**”) is entered into as of March 16, 2021 (the “**Effective Date**”), by and among Gary Wayne Martin, a single man, and Akop Atoyian a married woman as her sole and separate property, (collectively, the “**Seller**” or the “**Sellers**”) and the City of Rancho Cordova, a California municipal corporation (the “**City**” or the “**Buyer**”). Seller and Buyer are collectively referred to herein as the “**Parties**.”

RECITALS

A. Seller is the owner of certain real property located at 10448 Investment Circle, also known as Sacramento County Assessor’s Parcel Number 057-0211-038-0000 in the City of Rancho Cordova (the “**Property**”), as more particularly described in Exhibit A attached hereto and incorporated herein by this reference.

B. The City desires to purchase the Property and has agreed to pay Two Hundred Two Thousand Five Hundred Dollars (\$202,500) (the “**Purchase Price**”) to Seller for the purchase of the Property.

C. Upon the execution of this Agreement, Seller agrees that Seller will not market the Property to any other potential third party buyer so long as this Agreement is in full force and effect.

D. Buyer agrees to purchase the Property, and Seller agrees to sell the Property to Buyer, subject to the terms and conditions of this Agreement.

NOW, THEREFORE, for and in consideration of the mutual covenants and agreements contained in this Agreement, and other good and valuable consideration, the receipt and adequacy of which is hereby acknowledged by the parties, Seller and Buyer hereby agree as follows:

1. INCORPORATION OF RECITALS AND EXHIBITS. The Recitals set forth above and the Exhibits attached to this Agreement are each incorporated into the body of this Agreement as if set forth in full.

2. PURCHASE AND SALE.

2.1 Agreement to Buy and Sell. Subject to the terms and conditions set forth herein, Seller agrees to sell the Property to Buyer, and Buyer hereby agrees to acquire the Property from Seller. For purposes of this Agreement, the term “Property” consists of the following:

(a) Land. As described in Exhibit A.

(b) Appurtenances. All privileges, rights, easements appurtenant to the Land, including without limitation all minerals, oil, gas, and other hydrocarbon substances on and under the Land: all development rights, air rights, water, water rights, and water stock relating to the Land: all right, title, and interest of Seller in and to streets, alleys, passages, water and sewer taps, sanitary or storm drain capacity or reservations and rights under utility agreements, and other easements and other rights-of-way included in, adjacent to, or used in connection with the beneficial use and enjoyment of the Land, if any (collectively, the "Appurtenances").

(c) Improvements. All buildings, structures, fences, or improvements located upon the Property or upon the Improvements, including fixtures, systems, and equipment attached to the Property or Improvements and used in connection with the operations or occupancy of the Property and Improvements, if any (collectively, the "Improvements", which together with the Property and the Appurtenances are called the "Property".

(d) Personal Property. All tangible personal property and all intangible property owned by Seller that is located on or in or is used in connection with the use or operation of any of the Property ("Personal Property"). Personal Property includes without limitation, all of the following: (i) all licenses and permits related to the property and (ii) all plans, drawings, reports, records and engineering studies located within, used in connection with, or related to the Property.

2.2 Purchase Price. The Purchase Price for the Property to be paid by Buyer to Seller is Two Hundred Two Thousand Five Hundred Dollars (\$202,500). The Purchase Price will be paid in immediately available funds to Seller on the Closing Date (defined below) at the address of Seller as provided in Section 10.8 of this Agreement.

3. ESCROW.

3.1 Escrow Account. Seller has opened an escrow account (the "**Escrow**") maintained by Placer Title Company, 301 University Ave, Suite 120, Sacramento, CA 95825 Attn: Jenny Vega (the "**Escrow Holder**"), with interest accruing to the benefit of Buyer. Escrow Holder shall perform all escrow and title services in connection with this Agreement.

3.2 Opening of Escrow. Within seven (7) business days after the Effective Date, the Parties will deposit into Escrow the fully executed Agreement, or executed counterparts thereto. The date such fully executed Agreement is received by Escrow Holder will be deemed the "**Opening of Escrow**" and Escrow Holder will give written notice to the Parties of such occurrence.

3.3 Buyer's Deposit. Within ten (10) business days after the Opening of Escrow, the Buyer shall deposit the sum of Twenty Thousand Dollars (\$20,000) in Escrow ("**Deposit**").

3.4 Satisfaction of Due Diligence Contingency. Buyer shall have the right, in its sole discretion, to terminate this Agreement for any reason prior to the expiration of the Due Diligence Contingency Period (as defined in Section 5(a) below) and receive a refund of the Deposit. Buyer hereby agrees to provide written notice to Seller prior to the expiration of the Due Diligence Contingency Period if Buyer disapproves any due diligence items or approves all due diligence items ("**Approval Notice**"). If Buyer disapproves any items through the delivery of the Approval Notice to Seller before 5:00 p.m. on the last day of the Due Diligence Contingency Period, this Agreement shall terminate, and all amounts deposited by Buyer into escrow, together with interest thereon, if any, will be returned to Buyer, and neither party shall have any further rights or obligations hereunder except those which expressly survive the termination hereof.

4. PROPERTY DISCLOSURE REQUIREMENTS.

4.1 Condition of Title/Preliminary Title Report. Escrow Holder shall deliver a Preliminary Title Report for the Property (the "**Preliminary Report**") to Buyer within three (3) days after the Opening of Escrow. Buyer shall have until the end of the Due Diligence Contingency Period to approve the condition of title to the Property. If Buyer delivers the Approval Notice, Buyer agrees to take title to the Property subject to the following "**Permitted Exceptions**" exclusively: (a) standard printed exceptions in the Preliminary Report acceptable to the Buyer; (b) general and special real property taxes and assessments constituting a lien not yet due and payable; and (c) exceptions to the title referenced in the Approval Notice.

4.2 Environmental and Natural Hazards Disclosure. California Health & Safety Code section 25359.7 requires owners of non-residential real property who know, or have reasonable cause to believe, that any release of hazardous substances are located on or beneath the real property to provide written notice of same to the buyer of real property. Other applicable laws require Seller to provide certain disclosures regarding natural hazards affecting the Property. Seller agrees to make all necessary disclosures required by law within fifteen (15) business days after the Opening of Escrow.

5. CLOSING AND PAYMENT OF PURCHASE PRICE.

5.1 Closing. The closing (the "**Closing**" or "**Close of Escrow**") will occur no later than sixty (60) days after the Effective Date ("**Closing Date**"). In the event the Closing has not occurred within sixty (60) days after the Opening of Escrow due to a delay beyond Buyer's control, then Close of Escrow may be extended up to an additional thirty (30) days (the "**Extension Period**"). If Close of Escrow has not occurred by the end of the Extension Period, Buyer may elect to terminate this Agreement, in which event the Deposits shall be returned to Buyer and neither Party shall have any further rights or obligations hereunder.

5.2 Buyer's Conditions to Closing. Buyer's obligation to purchase the Property is subject to the satisfaction of all of the following conditions or Buyer's written waiver thereof (in Buyer's sole discretion) on or before the Closing Date:

(a) Buyer shall have thirty (30) days from Opening of Escrow (the "**Due Diligence Contingency Period**") to complete physical inspections of the Property and due diligence related to the purchase of the Property. Seller shall provide to Buyer copies of all reasonably available and known documents, records, maps, memoranda, reports, data, whether in electronic or physical format relating to the ownership and operation of the Property, including but not limited to plans, permits and reports (environmental, structural, mechanical, engineering and land surveys) that Seller has in its possession not later than two (2) business days following the execution and delivery of this Agreement. All physical inspections must be coordinated with Seller's representative and require twenty-four (24) hour prior notice to Seller.

(b) Seller has performed all obligations to be performed by Seller pursuant to this Agreement.

(c) Seller's representations and warranties herein are true and correct in all material respects as of the Closing Date.

(d) The Title Company is irrevocably committed to issue a CLTA Title Policy to Buyer, effective as of the Closing Date, insuring title to Buyer in the full amount of the Purchase Price subject only to the Permitted Exceptions.

5.3 Seller's Conditions to Closing. The Close of Escrow and Seller's obligation to sell and convey the Property to Buyer are subject to the satisfaction of the following conditions or Seller's written waiver (in Seller's sole discretion) of such conditions on or before the Closing Date:

(a) Buyer has performed all obligations to be performed by Buyer pursuant to this Agreement before Closing Date.

(b) Buyer's representations and warranties set forth herein are true and correct in all material respects as of the Closing Date.

5.4 Conveyance of Title. Seller will deliver marketable fee simple title to Buyer at the Closing, subject only to the Permitted Exceptions. The Property will be conveyed by Seller to Buyer in an "as is" condition, provided, however, that the foregoing shall not relieve Seller from disclosure of any conditions of which Seller has actual knowledge.

5.5 Deliveries at Closing.

(a) Deliveries by Seller. Seller shall deposit into the Escrow for delivery to Buyer at Closing: (i) a grant deed; (ii) an affidavit or qualifying statement which satisfies the requirements of paragraph 1445 of the Internal Revenue Code of

1986, as amended, any regulations thereunder (the “**Non-Foreign Affidavit**”); and (iii) a California Franchise Tax Board form 590 to satisfy the requirements of California Revenue and Taxation Code Section 18805(b) and 26131.

(b) Deliveries by Buyer. No less than one (1) business day prior to the close of escrow, Buyer shall deposit into escrow immediately available funds in the amount, which together with the Earnest Money Deposit plus interest thereon, if any, is equal to: (i) the Purchase Price as adjusted by any prorations between the Parties; (ii) the escrow fees and recording fees; and (iii) the cost of the Title Policy.

(c) Closing. Upon Closing, Escrow Holder shall: (i) record the grant deed; (ii) disburse to Seller the Purchase Price, less Seller’s share of any escrow fees, costs and expenses; (iii) deliver to Buyer the Non-Foreign Affidavit, the California Certificate and the original recorded grant deed; (iv) pay any broker commissions and other expenses payable through escrow; (v) distribute to itself the payment of escrow fees and expenses required hereunder; and (vi) deliver the title policy to the Buyer.

(d) Closing Costs. Buyer and seller will split all escrow and recording fees 50/50. Buyer will pay title insurance and title report costs and Seller will pay all governmental conveyance fees and all transfer taxes. All other costs and fees shall be paid in accordance with custom and practice in Sacramento County.

(e) Pro-Rations. At the close of escrow, the Escrow Agent shall make the following prorations: (i) property taxes will be prorated as of the Close of Escrow based upon the most recent tax bill available, including any property taxes which may be assessed after the close of escrow but which pertain to the period prior to the transfer of title to the Property to Seller, regardless of when or to whom notice thereof is delivered; (ii) any bond or assessment that constitutes a lien on the Property at the Close of Escrow will be assumed by Seller as of the date of closing. Buyer does not pay ad valorem taxes.

6. REPRESENTATIONS, WARRANTIES AND COVENANTS.

6.1 Seller’s Representations, Warranties and Covenants. In addition to the representations, warranties and covenants of Seller contained in other sections of this Agreement, Seller hereby represents, warrants and covenants to Buyer that the statements below in this Section 6.1 are each true and correct as of the Closing Date provided however, if to Seller’s actual knowledge any such statement becomes untrue prior to Closing, Seller will notify Buyer in writing and Buyer will have fifteen (15) business days thereafter to determine if Buyer wishes to proceed with Closing. If Buyer determines it does not wish to proceed, this Agreement shall terminate and all Deposits shall be returned to the Buyer.

(a) Authority. Sellers are individuals and a trust. The trust is lawfully formed, in existence and in good standing under the laws of the State of California. Sellers have the full right, capacity, power and authority to enter into and carry out the terms of this Agreement. This Agreement has been duly executed by

Sellers, and upon delivery to and execution by Buyer is a valid and binding agreement of Seller.

(b) Encumbrances. Seller has not alienated, encumbered, transferred, mortgaged, assigned, pledged, or otherwise conveyed its interest in the Property or any portion thereof, nor entered into any agreement to do so, and there are no liens, encumbrances, mortgages, covenants, conditions, reservations, restrictions, easements or other matters affecting the Property, except as disclosed in the Preliminary Report. Seller will not, directly or indirectly, alienate, encumber, transfer, mortgage, assign, pledge, or otherwise convey its interest prior to the Close of Escrow, as long as this Agreement is in force.

(c) Conflicts. There are no agreements affecting the Property except those which have been disclosed by Seller. There are no agreements which will be binding on the Buyer or the Property after the Close of Escrow, which cannot be terminated on thirty (30) days prior written notice.

(d) Condition of Property. Seller hereby represents and warrants to the best of its knowledge that, except as disclosed in writing to Buyer, as of the Effective Date and as of the close of escrow: (i) Seller has received no notice, warning, notice of violation, administrative complaint, judicial complaint, or other formal or informal notice alleging that conditions on the Property are or have ever been in violation of any Environmental Law or informing Seller that the Property is subject to investigation or inquiry regarding Hazardous Materials on the Property or the potential violation of any Environmental Law; (ii) there is no monitoring program required by the Environmental Protection Agency or any other governmental agency concerning the Property; (iii) Seller has disclosed to Buyer all information, records, and studies in Seller's possession or reasonably available to Seller relating to the Property concerning Hazardous Materials; (iv) Seller has not received any notice from any governmental authority of any threatened or pending zoning, building, fire, or health code violation or violation of other governmental regulations concerning the Property that have not previously been corrected, and no condition on the Property violates any health, safety, fire, environmental, sewage, building, or other federal, state or local law, ordinance or regulation; (v) no contracts, licenses, leases or commitments regarding the maintenance or use of the Property or allowing any third party rights to use the Property are in force; (vi) there are no threatened or pending actions, suits, or administrative proceedings against or affecting the Property or any portion thereof or the interest of Seller in the Property; (vii) there are no threatened or pending condemnation, eminent domain, or similar proceedings affecting the Property or any portion thereof; (viii) Seller has not received any notice from any insurer of defects of the Property which have not been corrected; (ix) all information that Seller has delivered to Buyer, either directly or through Seller's agents, is accurate and complete; and (x) Seller has disclosed all material facts concerning the Property in Seller's possession.

(e) Condemnation. There is no (i) pending or threatened any contemplated annexation or condemnation proceeding relating to, or otherwise affecting, or which may affect, all or any portion of the Property, (ii) proposed or pending

proceeding to change or redefine the zoning classification of all or any portion of the Property, or (iii) proposed change in road patterns or grades which may adversely affect access to the roads providing a means of ingress to or egress from the Property.

(f) Violations. There is not pending or threatened from any Federal, State, City or local authority, litigation, suit of judgment relating to the Property. Seller has not been formally notified in writing (including by service of process) by any governmental or quasi-governmental entity that the property is in violation of any environmental laws.

(g) Litigation. There is no litigation, arbitration or adversary proceeding pending or threatened before any court or administrative agency that relates to or affects the Property. Seller's performance hereunder, or which will result in any unsatisfied lien, charge, encumbrance or judgment against any part of or any interest in the Property.

(h) No Contracts. Prior to the Effective Date, Seller has not entered into any contracts, agreements, or understandings, verbal or written, which are still in effect for the sale, transfer, or alienation of any portion of the Property, or any option, right of refusal, right of first offer or other right relating to any of the foregoing. Between the Effective Date and Closing, no part of the Property shall be alienated, encumbered or transferred in a manner which will be binding on Buyer after Closing.

(i) No Breach. The execution and delivery of this Agreement and all instruments and agreements associated herewith, and the consummation of the transactions contemplated hereby will not: (i) constitute or result in the breach of, or default under, any oral or written agreement to which Seller is a party or which affects the Property; (ii) constitute or result in violation of any order, decree, or injunction with respect to which Seller and the Property, or either of them, are bound; (iii) cause or entitle any party to have a right to accelerate or declare a default under any oral or written agreement to which Seller is a party; and/or (iv) to the best of Seller's actual knowledge, violate any provisions of any Municipal, State or Federal law, statutory or otherwise, to which Seller or the Property is or may be subject.

The truth and accuracy of each of the representations and warranties, and the performance of all covenants of Seller contained in this Agreement are conditions precedent to Buyer's obligation to proceed with the Closing hereunder. The foregoing representations and warranties shall survive the expiration, termination, or close of escrow of this Agreement and shall not be deemed merged into the deed upon closing.

6.2 Buyer's Representations and Warranties. In addition to the representations, warranties and covenants of Buyer contained in other sections of this Agreement, Buyer hereby represents, warrants and covenants to Seller that the statements below in this Section 6.5 are each true as of the Effective Date, and, if to Buyer's actual knowledge any such statement becomes untrue prior to Closing, Buyer shall so notify Seller in writing and Seller shall have fifteen (15) business days thereafter to determine if Seller wishes to proceed with Closing.

(a) Buyer is a California municipal corporation in good standing under the laws of the State of Delaware. Buyer has the full right, capacity, power and authority to enter into and carry out the terms of this Agreement. This Agreement has been duly executed by Buyer, and upon delivery to and execution by Seller shall be a valid and binding agreement of Buyer.

(b) Buyer is not bankrupt or insolvent under any applicable federal or state standard, has not filed for protection or relief under any applicable bankruptcy or creditor protection statute, and has not been threatened by creditors with an involuntary application of any applicable bankruptcy or creditor protection statute.

The truth and accuracy of each of the representations and warranties, and the performance of all covenants of Buyer contained in this Agreement are conditions precedent to Seller's obligation to proceed with the Closing hereunder.

7. REMEDIES In the event of a breach or default under this Agreement by Seller, if such breach or default occurs prior to Close of Escrow, Buyer reserves the right to either (a) seek specific performance from Seller or (b) to do any of the following: (i) to waive the breach or default and proceed to close as provided herein; (ii) to extend the time for performance and the Closing Date until Seller is able to perform; or (iii) to terminate this Agreement upon written notice to Seller, whereupon Seller shall cause Escrow Holder to return to Buyer any and all sums placed into the Escrow by Buyer, and except for the rights and obligations expressly provided to survive termination of this Agreement, neither party shall have any further obligations or liabilities hereunder. IN THE EVENT OF A BREACH OR DEFAULT HEREUNDER BY BUYER AND THE CLOSING DOES NOT OCCUR DUE TO SUCH DEFAULT, SELLER'S SOLE REMEDY SHALL BE TO RETAIN THE DEPOSITS AS LIQUIDATED DAMAGES. THE PARTIES AGREE THAT IN SUCH INSTANCE, THE DEPOSITS REPRESENT A REASONABLE APPROXIMATION OF SELLER'S DAMAGES AND ARE NOT INTENDED AS A FORFEITURE OR PENALTY BUT RATHER AN ENFORCEABLE LIQUIDATED DAMAGES PROVISION PURSUANT TO CALIFORNIA CIVIL CODE SECTION 1671, ET SEQ. IN NO EVENT SHALL EITHER PARTY BE ENTITLED TO LOST PROFITS OR CONSEQUENTIAL DAMAGES AS A RESULT OF THE OTHER PARTY'S BREACH OF THIS AGREEMENT.

Buyer's Initials

Seller's Initials

8. BROKERS. Buyer has retained Daniel Mueller from Century 21 Select Real Estate, Inc. ("**Buyers Broker**") to represent Buyer in the negotiation of the purchase of the Property. Buyer is solely responsible for all fees owed to Buyer's Broker. Buyer shall indemnify, hold harmless and defend Seller from any and all claims, actions and liability for any breach of the preceding sentence, and any commission, finder's fee, or similar charges arising out of Buyer's conduct.

Seller has retained Gary Martin from Faze One Real Estate, Inc. ("**Sellers Broker**") to represent Seller in the negotiation of the purchase of the Property. Seller is solely responsible for all fees owed to Seller's Broker. Seller shall indemnify, hold harmless and defend City from any and all claims, actions and liability for any breach of the preceding sentence, and any commission, finder's fee, or similar charges arising out of Seller's conduct.

9. ASSIGNMENT. Absent an express signed written agreement between the Parties to the contrary, neither Seller nor Buyer may assign its rights or delegate its duties under this Agreement without the express written consent of the other, which consent may not be unreasonably withheld. No permitted assignment of any of the rights or obligations under this Agreement shall result in a novation or in any other way release the assignor from its obligations under this Agreement.

10. MISCELLANEOUS.

10.1 Attorneys' Fees. If any party employs counsel to enforce or interpret this Agreement, including the commencement of any legal proceeding whatsoever (including insolvency, bankruptcy, arbitration, mediation, declaratory relief or other litigation), the prevailing party shall be entitled to recover its reasonable attorneys' fees and court costs (including the service of process, filing fees, court and court reporter costs, investigative fees, expert witness fees, and the costs of any bonds, whether taxable or not) and shall include the right to recover such fees and costs incurred in any appeal or efforts to collect or otherwise enforce any judgment in its favor in addition to any other remedy it may obtain or be awarded. Any judgment or final order issued in any legal proceeding shall include reimbursement for all such attorneys' fees and costs. In any legal proceeding, the "prevailing party" shall mean the party determined by the court to most nearly prevail and not necessarily the party in whose favor a judgment is rendered.

10.2 Interpretation. This Agreement has been negotiated at arm's length and each party has been represented by independent legal counsel in this transaction and this Agreement has been reviewed and revised by counsel to each of the Parties. Accordingly, each party hereby waives any benefit under any rule of law (including Section 1654 of the California Civil Code) or legal decision that would require interpretation of any ambiguities in this Agreement against the drafting party.

10.3 Survival. All indemnities, covenants, representations and warranties contained in this Agreement shall survive Close of Escrow.

10.4 Successors. Except as provided to the contrary in this Agreement, this Agreement shall be binding on and inure to the benefit of the Parties and their successors and assigns.

10.5 Governing Law. This Agreement shall be construed and interpreted in accordance with the laws of the State of California.

10.6 Integrated Agreement; Modifications. This Agreement contains all the agreements of the Parties concerning the subject hereof and cannot be amended or modified except by a written instrument executed and delivered by the parties. There are no representations, agreements, arrangements or understandings, either oral or written, between or among the parties hereto relating to the subject matter of this Agreement that are not fully expressed herein. In addition there are no representations, agreements, arrangements or understandings, either oral or written, between or among the Parties upon which any party is relying upon in entering this Agreement that are not fully expressed herein.

10.7 Severability. If any term or provision of this Agreement is determined to be illegal, unenforceable, or invalid in whole or in part for any reason, such illegal, unenforceable, or invalid provisions or part thereof shall be stricken from this Agreement, any such provision shall not be affected by the legality, enforceability, or validity of the remainder of this Agreement. If any provision or part thereof of this Agreement is stricken in accordance with the provisions of this Section, then the stricken provision shall be replaced, to the extent possible, with a legal, enforceable and valid provision this is in keeping with the intent of the Parties as expressed herein.

10.8 Notices. Any delivery of this Agreement, notice, modification of this Agreement, collateral or additional agreement, demand, disclosure, request, consent, approval, waiver, declaration or other communication that either party desires or is required to give to the other party or any other person shall be in writing. Any such communication may be served personally, or by nationally recognized overnight delivery service (i.e., Federal Express) which provides a receipt of delivery, or sent by prepaid, first class mail, return receipt requested to the party's address as set forth below:

To Buyer: City of Rancho Cordova
2729 Prospect Park Drive
Rancho Cordova, CA 95670
Attn: City Manager

To Seller: _____

Attn: _____

To Escrow Holder: Placer Title Company
301 University Avenue, Suite 120
Sacramento, CA 95825
Attn: Jenny Vega

Any such communication shall be deemed effective upon personal deliver or on the date of first refusal to accept delivery as reflected on the receipt of delivery or return receipt, as applicable. Any party may change its address by notice to the other party. Each party shall make an ordinary, good faith effort to ensure that it will accept or receive notices that are given in accordance with this section and that any person to be given notice actually receives such notice.

10.9 Time. Time is of the essence to the performance of each and every obligation under this Agreement.

10.10 Days of Week. If any date for exercise of any right, giving of any notice, or performance of any provision of this Agreement falls on a Saturday, Sunday or holiday, the time for performance will be extended to 5:00 p.m. on the next business day.

10.11 Reasonable Consent and Approval. Except as otherwise provided in this Agreement, whenever a party is required or permitted to give its consent or approval under this Agreement, such consent or approval shall not be unreasonably withheld or delayed. If a party is required or permitted to give its consent or approval in its sole and absolute discretion or if such consent or approval may be unreasonably withheld, such consent or approval may be unreasonably withheld but shall not be unreasonably delayed.

10.12 Further Assurances. The Parties shall at their own cost and expense execute and deliver such further documents and instruments and shall take such other actions as may be reasonably required or appropriate to carry out the intent and purposes of this Agreement.

10.13 Waivers. Any waiver by any party shall be in writing and shall not be construed as a continuing waiver. No waiver will be implied from any delay or failure to take action on account of any default by any party. Consent by any party to any act or omission by another party shall not be construed to be a consent to any other subsequent act or omission or to waive the requirement for consent to be obtained in any future or other instance.

10.14 Signatures/Counterparts. This Agreement may be executed in two or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. Any one of such completely executed counterparts shall be sufficient proof of this Agreement.

10.15 Date and Delivery of Agreement. Notwithstanding anything to the contrary contained in this Agreement, the parties intend that this Agreement shall be

deemed effective, and delivered for all purposes under this Agreement, and for the calculation of any statutory time periods based on the date an agreement between parties is effective, executed, or delivered, as of the Effective Date.

10.16 Representation on Authority of Parties. Each person signing this Agreement represents and warrants that he or she is duly authorized and has legal capacity to execute and deliver this Agreement. Each party represents and warrants to the other that the execution and delivery of the Agreement and the performance of such party's obligations hereunder have been duly authorized and that the Agreement is a valid and legal agreement binding on such party and enforceable in accordance with its terms.

SIGNATURES ON FOLLOWING PAGE

IN WITNESS WHEREOF, this Agreement is executed by Buyer and Seller as of the Effective Date.

Seller:



By: _____
Name _____

By: _____
Name _____

Buyer:

City of Rancho Cordova

By: _____
City Manager

Attest:

City Clerk

Approved as to Form:

City Attorney

EXHIBIT A
LEGAL DESCRIPTION

3704892.1

3692899.1

To: ☐ Office of Planning and Research
1400 Tenth Street
Sacramento, CA 95814

From: City of Rancho Cordova
Public Works Department
2729 Prospect Park Drive
Rancho Cordova, CA 95670

☒ County Clerk-Recorder
Sacramento County
600 8th Street
Sacramento, CA 95814

Project Title: **ACQUISITION OF PROPERTY LOCATED AT 10456 & 10448 INVESTMENT CIRCLE**

Project Location: 10456 & 10448 Investment Circle

Assessor's Parcel Number(s): 057-0211-039, 057-0211-038

Project Description: The City of Rancho Cordova proposes to purchase a vacant, approximately 0.80-acre property located at 10456 and 10448 Investment Circle. No construction is proposed for the site and a specific use has not been identified for the site at this time.

Lead Agency: City of Rancho Cordova

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

Exemption Status: ☐ Ministerial [Section 21080(b); 15268];
☐ Declared Emergency [Section 21080(b)(3); 15269(a)];
☐ Emergency Project [Section 21080(b)(4); 15269(b)(c)];
☒ **General Rule [Section 15061(b)(3)];**
☐ Categorical Exemption [Section 15301(a), Existing Facilities];
☐ Approval of Rates, Tolls, Fares, and Charges [Section 21080(b)(8)(D)];
☐ Statutory Exemption [Section 15273(a)(4)].

REASONS WHY THIS PROJECT IS EXEMPT OR DOES NOT REQUIRE FURTHER ENVIRONMENTAL DOCUMENTATION:

The project is exempt under State CEQA Guidelines [Section 15061(b)(3)], which states:

(b) A project is exempt from CEQA if:

(3) The activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. Where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment, the activity is not subject to CEQA.

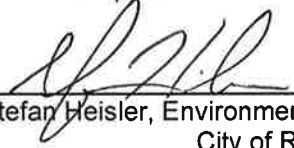
The California Environmental Quality Act (Section 21000, et. seq. of the California Public Resources Code, hereafter CEQA) requires analysis of agency approvals of discretionary "projects." A "project," under CEQA, is defined as "the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment." The acquisition of

ITEM 16.8.**ATTACHMENT 5**

property by a public agency is a project as defined by CEQA. Pursuant to CEQA Guidelines Section 15061(b)(3), an activity is covered by the general rule that CEQA applies only to projects which have the potential for causing a significant effect on the environment. The activity is not subject to CEQA where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.

The City is currently purchasing the property. While future development of the property is assumed, the type and intensity of development cannot be determined, and it would be speculative to identify the type and level of development that would ultimately be constructed on site and the potential effects of that development. Pursuant to CEQA Guidelines Section 15145, if an impact is too speculative for evaluation the agency not required to, nor should it, engage in speculation and should terminate the discussion. It should be noted that, at such time as development is proposed for the site, a project-level analysis can and will be prepared to disclose potential environmental impacts of that development. However, because the current action would only result in the change of ownership of the property and no physical changes would occur on the site that could result in physical environmental effects, the activity is not subject to CEQA pursuant to CEQA Guidelines section 15061(b)(3).

By


Stefan Heisler, Environmental Coordinator
City of Rancho Cordova
(916) 851-8757
March 5, 2021

MEMORANDUM



ITEM 16.9.

DATE: March 15, 2021
TO: Honorable Mayor and Council Members
FROM: Micah Runner, Deputy City Manager
SUBJECT: **AN URGENCY ORDINANCE ESTABLISHING 15% DELIVERY FEE LIMIT ON THIRD-PARTY DELIVERY SERVICES**

RECOMMENDATION

Waive the reading and adopt the Urgency Ordinance.

RESULT OF RECOMMENDED ACTION

Adoption of the Urgency Ordinance establishes a temporary limit of fifteen percent (15%) on fees by third-party food delivery services to restaurants in Rancho Cordova during the COVID-19 pandemic.

BACKGROUND

On March 4, 2020, Governor Newsom declared a state of emergency for California associated with the outbreak of COVID-19. The City Council declared a state of emergency on March 18, 2020 due to COVID-19.

Since March 19, 2020, Sacramento Public Health has issued various health orders limiting activity, travel, and business functions to slow the spread of the disease. The Health Orders have, among other things, significantly limited the operations of restaurants and other service and retail businesses.

At various times over the last 11 months, restaurants in Rancho Cordova have been prohibited from offering outdoor dining, prohibited from offering indoor dining, or allowed to offer indoor dining subject to severely diminished capacity limitations. As a result of these limitations, Rancho Cordova restaurants have experienced severe disruptions to normal operations and revenue streams.

As a result of the local and state COVID-19 regulations, restaurants have become reliant on pick-up and delivery services such as Door Dash, Uber Eats, Grub-Hub, Postmates, etc. and online ordering and delivery have become a critical component and a larger percentage of

restaurant sales. Many restaurant and food establishments within the City have been relying on delivery and pick-up to generate both revenue and new customers and to serve existing customers. Restaurants often rely on third-party app-based service companies to facilitate mobile ordering for pick-up or delivery to consumers. Third Party Food Delivery companies generally provide a means for the restaurants to market themselves, list their menu, receive orders online, and arrange for delivery or pickup. There are several fees associated with using the food delivery services, some paid by the restaurant, and others paid directly by the consumer. These fees vary by company and a number of different factors, including the service package that the business signed, whether the order is placed on the delivery company or individual business' website, whether delivery or pick up is selected, the distance of delivery, and whether the restaurant is receiving additional promotion or services. Total fees paid by the restaurant are typically around 25% to 30% of the total food order. The delivery service sometimes charges the customer placing the order a processing or delivery fee as well.

At the March 1, 2021 City Council Work Session, Council requested that staff prepare an ordinance limiting the fees that third-party food delivery services can charge restaurants in Rancho Cordova who use their service. Several regional restaurants, Region Restaurants and the Rancho Cordova Chamber of Commerce were all in support of limiting the delivery fee for third-party delivery services.

There was a discussion at Council to include requiring remittance of 100% of the tip to the driver. Proposition 22, which was adopted by the voters in November 2020, amended state law to require remittance of 100% of the tip to the driver, so this was not included in the draft ordinance.

Below is a sampling of Cities that have already passed a similar limitation on third-party delivery fees. At this time, no Sacramento region cities have passed such a limit, but there has been discussion to consider a similar limitation.

City	Limits	Termination	Approval
Palm Springs	Limits the per-order fees to 15% and other fees to 5%	Terminates 90 days after the end of the locally declared emergency	Urgency Ordinance 10/8/2020
Modesto	Limits the per-order fees to 15%	Terminates once the local emergency declaration is terminated	Urgency Ordinance 2/2/2021
Fresno	Limits the per-order fees to 15%	Terminates 90 days after 50% indoor dining is permitted	Urgency Ordinance 9/17/20
Dublin	Limits the per-order fees to 15%	Expires one year from the effective date or upon the termination of the local state of emergency whichever comes first	Urgency Ordinance 9/15/2020
Livermore	Limits the per-order fees to 15%	Automatically terminate upon 100% dining capacity is allowed in Alameda County	Order by the Emergency Services Director 8/12/2020 & Amended 9/28/2020

Santa Clara	Limits the per-order fees to 15%	Terminates once the local emergency declaration terminates	Urgency Ordinance 9/1/2020
Walnut Creek	Limits the per-order fees to 15%	Terminates 90 days after the end of the locally declared emergency	Urgency Ordinance 10/6/2020
Santa Cruz	Limits the per-order fees to 15%	Terminates once the local emergency declaration is terminated	Order by the Emergency Services Director 4/13/2020
South San Francisco	Limits the per-order fees to 15% and non-delivery services to 10% per order	Terminates 180 days after the local emergency is terminated	Urgency Ordinance 8/26/2020
Berkeley	Limits the per-order fees to 15%	Terminates once the local state of emergency is no longer in effect	Urgency Ordinance 7/7/2020

To ease the economic burden on restaurant and food businesses during the COVID-19 pandemic, the proposed urgency ordinance would limit the fees charged by third-party delivery service providers to 15% per order. A 15% cap is equal to the fee limit set by most other jurisdictions that have adopted similar ordinances. The fee limit would apply to both delivery and pick-up orders, and the amount of the permitted fee is based on the amount of the order, excluding tax, gratuity, or similar charges. The provisions of the proposed ordinance are consistent with those adopted by other cities and are necessary to preserve the local economy through this pandemic. Like other similar ordinances, the proposed urgency ordinance would not limit the fees charged by third-party delivery companies to customers.

In general, the fees charged by the third-party delivery services have not increased during the COVID-19 pandemic. However, because of limitations on indoor dining, delivery and pick-up have become a much larger percentage of most restaurants' operations. The high fees charged by third-party delivery services significantly impact one of the primary sources for revenue for these businesses and threaten restaurants' ability to survive this crisis and remain as sources of employment and neighborhood vitality in the City.

The urgency ordinance is needed to preserve and protect the economic vitality of the restaurant sector in Rancho Cordova. If restaurants permanently close, then essential workers will be displaced, storefronts will be vacant, and residents will lose access to contactless delivery of locally prepared meals. Although restaurants can now offer outdoor dining, the ongoing limitations on indoor dining further justify the need to take immediate action in order to prevent further disruption to the local economy. Furthermore, even after indoor dining is allowed, some customers may be hesitant to dine indoors for a period of time, so delivery and pick-up will continue to be an important element of a restaurant's business.

Third-party delivery services that exceed the 15% fee limit on orders placed between enactment of the ordinance and March 21 will not be in violation of the ordinance, as long as the company timely refunds any fees collected over the 15% limit. The purpose of this provision is to provide third-party delivery services with some time to implement the fee limit. Beginning on March 22, any fee charged to restaurants that exceed the 15% limit will be in violation of the ordinance. If

the third-party delivery services fail to timely refund any excess charges, restaurants may bring civil actions to recover the overcharge, and are also entitled to recover attorneys' fees.

If adopted by a 4/5 vote of the City Council, the proposed urgency ordinance will go into effect immediately. The ordinance will remain in effect until 90 days after indoor dining is allowed at 100% capacity.

FISCAL IMPACT AND FUNDING SOURCE

Adoption of the Urgency Ordinance will have no direct fiscal impact. Implementation and education about the delivery fee cap may require staff time.

ATTACHMENT(S)

1. Urgency Ordinance

**CITY OF RANCHO CORDOVA
ORDINANCE NO. XX-2021**

**AN URGENCY ORDINANCE OF THE RANCHO CORDOVA CITY COUNCIL
ESTABLISHING A TEMPORARY LIMIT OF FIFTEEN PERCENT (15%) ON FEES BY
THIRD-PARTY FOOD DELIVERY SERVICES TO RESTAURANTS IN
RANCHO CORDOVA DURING THE COVID-19 PANDEMIC**

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

Section 1. Findings. This Ordinance is adopted pursuant to the following findings:

1. International, national, state, and local health and governmental authorities are responding to an outbreak of respiratory disease named “coronavirus disease 2019,” abbreviated COVID-19 (“COVID-19”).
2. On March 4, 2020, the Governor of the State of California declared a state of emergency regarding COVID-19 and the Rancho Cordova City Council declared a state of emergency on March 18, 2020 due to COVID-19.
3. On March 19, 2020, the Governor of California issued Executive Order N-33-20 ordering all individuals within the State of California to stay home or at their place of residence, except as needed to maintain continuity of operation of the federal critical infrastructure sectors, critical government services, schools, childcare, and construction.
4. The health orders related to COVID-19 have been repeatedly modified over time, but restrictions remain in place. The California Department of Public Health has developed a “Blueprint for a Safer Economy” that classifies counties within one of four tiers, with different restrictions in each tier. Large segments of the economy, particularly related to indoor activities such as dining, remain closed or severely limited.
5. Continuity of operations among the City’s restaurants is critical for the delivery of essential food services to the residents of Rancho Cordova and to sustain these sources of employment and neighborhood vitality within the City.
6. Many consumers use third-party applications and websites to place orders with restaurants for delivery and takeout, and these third-party platforms charge restaurants fees. Service agreements between some restaurants and third-party platforms provide that the platform charges the restaurant more than twenty-five percent (25%) of the purchase price per order.
7. Restaurants, particularly those that are small businesses, have limited bargaining power to negotiate lower fees with third-party platforms given the

- financial straits restaurants are facing during this period of emergency. Given that only a few companies in the marketplace provide such delivery services, restaurants that do not operate their own delivery service resort to contracting with third-party delivery service providers as a means to compete in the marketplace.
8. Capping delivery service per-order fees at fifteen percent (15%) will achieve the public purpose of ensuring the continued operation of local restaurants and third-party platforms during the period of emergency. The fifteen percent (15%) limit on fees charged to restaurants is based on the findings and experience of other California cities that have already adopted 15% fee ceilings or similar caps as reasonable emergency regulations in collaboration with food delivery companies.
 9. California Constitution, Article XI, Section 7, provides cities with the authority to enact ordinances to protect the public health, safety, and general welfare, of their citizens.
 10. COVID-19 restrictions have placed a sudden and severe financial strain on restaurants, and many restaurant and food establishments within the City have been relying on delivery and pick up to generate both revenue and serve customers. The longer these restrictions remain in place, the more severe the financial strain restaurants and food establishments face. Since the start of the COVID-19 pandemic, more than 5 restaurants and food establishments in the City have closed.
 11. It is in the public interest to take action to ensure the delivery of essential food services to residents of Rancho Cordova and to maximize restaurant revenue from the takeout and delivery orders that, with the exception of limited dining operations, are currently one of the primary sources of revenue for these businesses in order to enable restaurants to survive this crisis and remain as sources of employment and neighborhood vitality in the City.
 12. It is critical that restaurants operate in a safe manner where social distancing can be maintained in accordance with guidance from the State of California and local health officials, and delivery services are critical for achieving that purpose. If restaurants permanently close, then essential workers will be displaced, storefronts will be vacant, and residents will lose access to contactless delivery of locally prepared meals.
 13. Sacramento County is currently in the “widespread” tier of the State’s Blueprint for a Safer Economy status, also known as the purple tier, which prohibits indoor dining and further places a strain on Rancho Cordova’s local restaurants. Even if Sacramento county advances to “substantial” or red tier, indoor dining will only be allowed at a 25% capacity. At the “moderate” or orange tier, indoor dining will still only be allowed at 50% capacity.

14. As restaurants return to modified, lower capacity restaurant service, it is also unclear how quickly restaurant patrons will return to restaurant dining and restaurants may continue to see a significant loss of revenue for an ongoing period of time. Delivery and pick-up will continue to be an important element of restaurants' business.
15. This Ordinance is temporary in nature and only intended to promote stability and safe and healthy operations within restaurants in the City during the COVID-19 pandemic outbreak, to assist local businesses in transitional and uncertain times, to prevent avoidable business closures, thereby serving the public peace, health, safety, and public welfare and ensuring jobs and economic vitality within the City, while also preventing further spread of the virus.
16. An urgency ordinance is necessary to avoid the continuing and immediate threat to public peace, health, and safety as failure to adopt this urgency ordinance would result in the avoidable displacement or exposure to COVID-19 of the City's restaurant and foodservice industry and to the amplification of the factors that lead to the spread of the virus, as described in these Findings.

Section 2. Urgency Findings. The City Council of the City of Rancho Cordova hereby finds that there is a current and immediate threat to the public health, safety and/or welfare and a need for immediate preservation of the public peace, health, or safety that warrants this urgency ordinance, which finding is based upon the facts stated in the Findings above, and in the Staff Report dated March 15, 2021, as well as any oral and written testimony at the March 15, 2021 City Council meeting. The adoption and implementation of this Ordinance is an urgency measure necessary for the immediate preservation and protection of the public peace, health and safety as detailed above and as this Ordinance is an emergency response measure aimed at ensuring the recovery and vitality of the restaurant industry after closure and limited operations. The facts constituting such urgency are all of those certain facts set forth and referenced in this Ordinance and the entirety of the record before the City Council.

Section 3. Third Party Food Delivery Fee Limit Ordinance.

The City Council hereby makes the findings contained herein and hereby adopts this uncodified Ordinance to read as follows:

Temporary Limit on Charges by Third-Party Food Delivery Services

Section A. Definitions. For purposes of this Ordinance, the following definitions apply:

- i. "Covered Establishment" means a restaurant that offers, in a single commercial transaction over the internet, such as Online Order, or over the telephone, such

as a Telephone Order, whether directly or through a third-party food delivery service, the sale and same-day delivery of food to customers from one or more retail locations within the City.

- ii. "Third-party Food Delivery Service" means any website, mobile application, or other internet service that offers or arranges for the sale of food and beverages prepared by, and the same-day delivery or same-day pickup of food and beverages from a Covered Establishment.
- iv. "Online Order" means an order placed by a customer through a platform provided by a Third-party Food Delivery Service for delivery or pickup within the City.
- v. "Telephone Order" means an order placed by a customer to a foodservice establishment through a telephone call or the use of the third-party food delivery service providers' platform and/or on-line phone system, or via text for delivery or pickup within the City.
- vi. "Purchase Price" means the menu price of an online order. Such term, therefore, excludes taxes, gratuities, and any other fees that may make up the total cost to the customer of an order.

Section B. Temporary Limit on Third-Party Food Delivery Service Charges.

It shall be unlawful for a Third-Party Food Delivery Service to charge a Covered Establishment a fee that totals more than fifteen percent (15%) of the Purchase Price for an Online Order or Telephone Order. The foregoing shall not prohibit a Third-Party Delivery Service from charging a Covered Establishment optional fees to obtain additional products or services, such as fees for additional marketing services.

Section C. Enforcement.

- i. A Third-Party Food Delivery Service shall not be found in violation of this Ordinance if, between the Effective Date of this Ordinance and March 21, 2021 it imposes a fee per Online or Telephone Order for the use of its services that totals more than fifteen percent (15%) percent of the Purchase Price of such order, provided it refunds the portion of the fee that exceeds the fee percentage set forth in this Ordinance to Covered Establishment no later than fifteen (15) days after the purchase.
- ii. If a Third-Party Food Delivery Service charges a Covered Establishment fees that violate this Ordinance, the Covered Establishment shall, within seven (7) calendar days, provide written notice to the Third-Party Food Delivery Service requesting a refund; the refund shall be paid within seven (7) calendar days. If the Third-Party Food Delivery Service does not provide the refund requested after seven (7) days or the Third-Party Food Delivery Service continues to charge fees in violation of this Ordinance after the initial notice, a Covered Establishment

may enforce this Ordinance by means of a civil action seeking damages and injunctive relief. The prevailing party in any such action shall be entitled to an award of reasonable attorney fees.

- iii. Violations of this Ordinance are subject to administrative penalties pursuant to Chapter 1.01 of the Rancho Cordova Municipal Code.

Section D. Guidance and Rules.

The City Manager, or designee, is authorized to implement this Ordinance and issue any guidance or rules necessary to implement this Ordinance.

Section E. Duration.

This Ordinance shall become effective immediately upon its adoption and remain in effect until ninety (90) days after such time as restaurants in Sacramento County may offer indoor dining with a capacity of one hundred percent (100%) under the applicable health orders issued by the California Department of Public Health and the Sacramento County Public Health Officer.

Section 4. CEQA. Approval of the Urgency Ordinance is exempt from further environmental review under the general rule in California Environmental Quality Act ("CEQA") Guidelines section 15061(b)(3) that CEQA only applies to projects that have the potential for causing a significant effect on the environment. This is an emergency response measure aimed at capping delivery services fees on existing restaurants. No new development will result from the proposed action and the regulation is temporary. No impact to the physical environment will result.

Section 5. Severability. If any provision of this Ordinance, or the application thereof to any person or circumstance, is held invalid, the remainder of the Ordinance, including the application of such part or provision to other persons or circumstances, shall not be affected thereby and shall continue in full force and effect. To this end, provisions of this Ordinance are severable. The City Council hereby declares that it would have passed each section, subsection, subdivision, paragraph, sentence, clause or phrase hereof irrespective of the fact that any one or more sections, subsections, subdivisions, paragraphs, sentences, clauses, or phrases be held unconstitutional, invalid or unenforceable.

Section 6. Effective Date. Following adoption by at least a four-fifths vote of the City Council, this Ordinance shall be effective immediately pursuant to Government Code section 36937(b). 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.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the ____ day of _____, 2021, by the following vote:

ITEM 16.9.

ATTACHMENT 1

AYES:

NOES:

ABSENT:

ABSTAIN:

Garrett Gatewood, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk

MEMORANDUM



ITEM 16.10.

DATE: March 15, 2021
TO: Honorable Mayor and Council Members
FROM: Maria Kniestedt, Communications and Public Affairs Director
SUBJECT: **A RESOLUTION CONDEMNING RACISM, XENOPHOBIA AND INTOLERANCE AGAINST ASIAN AMERICANS AND PROMOTING INCLUSION AND BELONGING OF PEOPLE OF ALL RACES**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution will condemn racism and intolerance against Asian Americans and Pacific Islanders (AAPI) and will declare that all members of the AAPI community and people of all races are treated with dignity and respect.

BACKGROUND

Local incidents in California of school bullying and unprovoked attacks on Asian Americans, businesses and seniors is a growing concern here and across the nation. Information related to the COVID-19 global pandemic and the way in which it has been discussed nationally has given rise to anti-Asian sentiment, hate and violence in our country, which is resulting in the Asian community being victimized through verbal assaults, vandalism, physical assaults, denial of access to services and public spaces, and most recently, deadly violence. According to the Asian Pacific Islander American Public Affairs organization, one report cites that over 2,800 attacks against Asians have occurred nationally.

The Council asked that a resolution condemning racism and intolerance against Asian Americans and promoting inclusion and belonging for people of all races be brought to the Council for formal consideration. Support of this resolution will demonstrate the City of Rancho Cordova's intolerance for racist behavior and violence toward the Asian American community specifically, and promote inclusion and belonging of people of all races.

FISCAL IMPACT AND FUNDING SOURCE

There is no Fiscal Impact.

ATTACHMENT(S)

1. Resolution

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2021

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, CONDEMNING RACISM AND INTOLERANCE AGAINST ASIAN
AMERICANS AND PROMOTING INCLUSION AND BELONGING OF PEOPLE OF ALL
RACES**

WHEREAS, the City of Rancho Cordova is united in its opposition to violence and racism in any form and believes racism has no place in our country and in our City; and

WHEREAS, the COVID-19 pandemic has created an environment where inflammatory and xenophobic rhetoric has put Asian American and Pacific Islander (AAPI) persons, families, communities, and businesses at risk; and

WHEREAS, this rhetoric of hate has resulted in escalating incidents of bullying, harassment, violence and hate crimes against the AAPI community, causing significant harm and fear to the AAPI community; and

WHEREAS, the City is one of the most diverse cities in the nation, and the City celebrates and supports ethnic diversity through cultural events, organizations and programs; and

WHEREAS, the City supports inclusion and belonging for people of all races and ethnicities and recognizes the important role the AAPI community has played in the success of the City, as well as their substantial contributions as healthcare workers, first responders and other essential roles during this pandemic.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA condemns racism and intolerance against Asian Americans and Pacific Islanders and declares that all members of the AAPI community, and people of all races are treated with dignity and respect.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 15th day of March 2021 by following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

ITEM 16.10.

ATTACHMENT 1

Garrett Gatewood, Mayor

Stacy Leitner, CMC
City Clerk

MEMORANDUM



ITEM 17.1.

DATE: March 15, 2021

TO: Honorable Mayor and Council Members

FROM: Craig Hall, Senior Animal Services Officer

SUBJECT: **AN ORDINANCE AMENDING SECTIONS OF TITLE 8 CHAPTER 8.01 AND 8.07 OF THE RANCHO CORDOVA MUNICIPAL CODE RELATED TO POTENTIALLY DANGEROUS AND VICIOUS ANIMALS AND A RESOLUTION ADOPTING CHANGES TO THE ANIMAL LICENSE FEES AND POTENTIALLY DANGERS/VICIOUS ANIMAL PERMIT FEES**

RECOMMENDATION

Introduce and waive first reading of the Ordinance and adopt the Resolution changing fees related to animal licenses and potentially dangerous animals and vicious animal permit fees.

RESULT OF RECOMMENDED ACTION

The Ordinance would come back for a second reading and adoption at the next regular City Council meeting. Approval of this ordinance would amend Title 8 (Animals) of the Rancho Cordova Municipal Code, clarifying key definitions for Potentially Dangerous and Vicious animals and formalize the conditions imposed upon them. In addition, adoption of the Resolution would incentivize license compliance rates and help staff properly maintain and regulate potentially dangerous and vicious animals.

BACKGROUND

To help ensure the safety of Rancho Cordova citizens, the Municipal Code sets forth the framework for deeming animals "Potentially Dangerous" (PD) or "Vicious" and the conditions required for the proper care and custody of these animals. The proposed Ordinance makes amendments to RCMC 8.01 (Definitions) and RCMC 8.07 (Vicious Animals) to increase public safety by improving what constitutes a PD or Vicious Animal, ensures and clarifies the proper permit conditions, sets forth a permit application process and addresses previously designated PD and Vicious Animals entering the City from other jurisdictions.

The purpose and goal of the proposed resolution is to change license and permit fees. Permit fees are charged to owners of PD or Vicious Animals. These fees are necessary to ensure

proper regulation of such designated animals. Licensing fees are required for dogs and cats to ensure rabies vaccination compliance, and for annual tracking/reporting purposes to the State of California. The fee and permit adjustments would more closely align with similar-sized, local jurisdictions and help further compliance.

ANALYSIS

The proposed Ordinance (Attachment 1) makes amendments to Title 8 Animals to increase public safety. All amendments in a clean, non-redlined format are included as Exhibit A to the Ordinance (Attachment 2). All redlined changes to Title 8, are shown on Attachment 3.

Making the Vicious Animal and Potentially Dangerous Definitions More Flexible

The Municipal Code currently defines a Vicious Animal, in part, as any animal involved in organized animal fighting. However, not all dogs involved in organized fighting events are particularly aggressive or dangerous. For example, many are young puppies who have not yet been conditioned for such combativeness. For this reason, each animal should be evaluated on a case-by-case basis and placed accordingly.

The Municipal Code defines a Potentially Dangerous Animal, in part, only when it involves defensive actions to prevent bodily injury to a person. However, this requirement is too limiting, in that an animal may be just as potentially dangerous whether it attacks a human or another animal. For this reason, this definition should be expanded to include other animals, as well as humans, so that it could result in a PD designation.

Potentially Dangerous Animals also currently permits an animal to kill another animal twice, before being deemed PDA. Since killing another animal is a serious and aggressive action, we recommend that one kill alone should qualify that animal as PD.

Minimum Standard Conditions for Vicious Animals

An owner wishing to keep a Potentially Dangerous Animal must abide by the provisions set under RCMC 8.07.060. These provisions need to be expanded for Vicious Animals to increase public safety. Under the current ordinance, the hearing officer has the sole discretion regarding what conditions are imposed. There should be a standard set of minimum conditions for both PD and Vicious animals when so designated.

Application Requirement for Potentially Dangerous and Vicious Animals

There is no application required for an animal owner to submit in order to receive a special license for a PD or Vicious Animal. Without an application process and submittal of required information and clearly-defined criterion, Animal Services has no discretion in issuing special licenses to such animals. A standard application which includes detailed information about the designated animal would increase public safety and allow the Animal Services Manager to

reject the application for listed reasons.

Permit Requirement for Non-Rancho Cordova PD and Vicious Animals

There is nothing in the Municipal Code that regulates an animal that has been designated PD or Vicious from another jurisdiction. For example, if a dog is deemed PD just outside the City limits within the County, that Potentially Dangerous Animal's safety requirements would not necessarily apply. If a PD or Vicious Animal is transferred from outside of Rancho Cordova to the City, that designation and safety requirements should follow that animal. By adding this section requiring a permit for such animals, Animals Services can enforce reasonable permit conditions or impound the animal if necessary.

Decrease in License Fees

License fees, particularly the unaltered license fee and late penalty fee, are not aligned with surrounding jurisdictions, and are therefore, potentially cost prohibitive. As a result, lowering the fees to be more consistent with surrounding jurisdictions will help facilitate greater licensing compliance and public safety. As such, we propose reducing the license fees as set forth in the resolution (Attachment 4).

Increase in Potentially Dangerous Animal and Vicious Animal Permit Fees

By increasing the PD and Vicious animal permit fee staff can properly maintain and regulate these animals. The owner will be more committed in the safekeeping of the animal which will increase the safety of people and animals in the City. The proposed increase, as set forth on Attachment 4, is mostly recognized in the first year of the permit, as years two and three are significantly less. A higher permit fee in the first year is designed to ensure owners are committed so their animals are properly kept and maintained during their three-year PD or Vicious designation period.

ENVIRONMENTAL ANALYSIS

CEQA requires analysis of agency approvals of discretionary "projects." A "project," under CEQA, is defined as "the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment." (CEQA Guidelines, § 15378.) As reflected at State CEQA Guideline 15061 (b) (3), an activity is not subject to CEQA, "[w]here it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment..." Potential code amendments and fee adjustments are not a "project" within the meaning of CEQA because the actions would not cause the expansion of uses or activities. No possibility exists that the ordinance and fee changes will result in a significant effect on the environment.

FISCAL IMPACT AND FUNDING SOURCE

Changes to the Municipal Code are mostly regulatory in nature. There may be incoming

revenue from the requirement of animals registering from other jurisdictions. Adoption of the resolution would create fee adjustments and decrease the license fees that residents are required by law to pay. The fee changes will increase compliance rates and offset the fiscal burden that Neighborhood Services faces when running an affective license program. By increasing the potentially dangerous and vicious animal registration fee staff can maintain proper regulation of these animals.

ATTACHMENT(S)

1. Ordinance
2. Exhibit A to the Ordinance
3. Redlines to Ordinance
4. Resolution

CITY OF RANCHO CORDOVA

ORDINANCE NO. XX-2021

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA, AMENDING TITLE 8, CHAPTERS 8.01 AND 8.07 OF THE RANCHO CORDOVA MUNICIPAL CODE REGARDING POTENTIALLY DANGEROUS AND VICIOUS ANIMALS

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

Section 1. Purpose.

WHEREAS, Title 8, Chapter 8.01 of the Rancho Cordova Municipal Code, defines “Potentially Dangerous” or “Vicious” Animals that are subject to policies and regulations to ensure safe conditions within the City to enhance the quality of life for all residents; and

WHEREAS, Title 8, Chapter 8.07 of the Rancho Cordova Municipal Code regulates, imposes conditions, and establishes the administrative requirements for keeping, caring, and confining such animals within Rancho Cordova that may otherwise threaten the health, safety, and welfare of residents and other animals; and

WHEREAS, Rancho Cordova animal services staff has observed, in performing their duties, that various updates, modifications, and updates are necessary to ensure more efficiencies, safety, and effectiveness in program implementation; and

WHEREAS, City staff has identified the following necessary amendments to the Animals Title of the Code to ensure compliance and accountability with potentially dangerous and vicious animals program to promote public health, safety, and welfare.

Section 2. CEQA Findings. The City Council hereby finds:

CEQA Compliance. CEQA requires analysis of agency approvals of discretionary “projects.” A “project,” under CEQA, is defined as “the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.” (CEQA Guidelines, § 15378.) As reflected at State CEQA Guideline 15061 (b) (3), an activity is not subject to CEQA, “[where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment...” The proposed Title 8 code amendments is not a “project” within the meaning of CEQA because the actions seek to regulate animals that are already present in the City and would not cause the expansion of uses or activities. No possibility exists that the ordinance will result in a significant effect on the environment. Thus, the proposed ordinance is not subject to the requirements of CEQA.

Section 3. Amendments to of Chapters 8.01 and 8.07 of the RCMC.

The City Council hereby adopts the amendments to Chapters 8.01 and 8.07 of the Rancho Cordova Municipal Code, as shown and incorporated on Exhibit A to this Ordinance.

Section 4. 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 5. 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 _____, 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Garrett Gatewood, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk

Rancho Cordova

Municipal Code Amendments to Chapters 8.01 and 8.07

Note to Reader: Section placeholders to indicate the sections between changed sections remain the same are indicated with three stars (*)**.

Title 8

ANIMALS

- 8.01 Definitions
- 8.02 Animal Services
- 8.03 General Provisions
- 8.04 Enforcement
- 8.05 Rabies
- 8.06 Licensing
- 8.07 Potentially Dangerous and Vicious Animals
- 8.08 Impoundment
- 8.09 Procedures
- 8.10 Recovery of Fines and Costs
- 8.11 Keeping of Backyard Hens
- 8.12 Beekeeping

**Chapter 8.01
DEFINITIONS**

8.01.110 Vicious animal.

“Vicious animal” means any of the following (except a dog assisting a peace officer engaged in law enforcement duties):

- A. Any animal which, when unprovoked and in an aggressive manner, inflicts severe injury (as defined in RCMC 8.01.140) on, or kills, a human being.

ITEM 10.1.

ATTACHMENT 2 Exhibit A to the Ordinance

B. Any animal previously determined to be, and currently listed as, a potentially dangerous animal which, after its owner or keeper has been notified of this determination, continues the behavior described in RCMC 8.01.120, or is found in violation of RCMC 8.07.055 or 8.07.060.

8.01.120 Potentially dangerous animal.

“Potentially dangerous animal” means any animal including a dog (except a dog assisting a peace officer engaged in law enforcement duties) which:

A. When unprovoked, on two separate occasions within the prior 36-month period, engages in any behavior that requires a defensive action by any person to prevent bodily injury to a human or an animal, when the person and the dog are off the property of the owner or keeper of the dog.

B. When unprovoked, bites a person causing a less severe injury than as defined in RCMC 8.01.140.

C. When unprovoked, on two separate occasions within the prior 36-month period, has inflicted injury or otherwise caused injury by attacking a domestic animal off the property of the owner or keeper of the offending animal. Nothing in this section shall prevent an animal which commits an offense described in RCMC 8.01.110 from being determined vicious.

D. When unprovoked, and off the property of the owner or keeper of the offending animal, has killed a domestic animal, or causes injury to a domestic animal for which a licensed veterinarian has recommended euthanasia. Nothing in this section shall prevent an animal which commits an offense described in RCMC 8.01.110 from being determined vicious.

**Chapter 8.07
POTENTIALLY DANGEROUS AND VICIOUS ANIMALS**

8.07.040 Impoundment of animal.

A. Upon receipt by the animal services manager of an affidavit filed in compliance with RCMC 8.07.030 and 8.07.035, the animal services manager or his or her designee shall initiate an investigation of the incident or incidents described in the affidavit for the purpose of verifying the facts stated or obtaining other information. The investigation shall be completed no later than seven business days after the date the affidavit is filed. If, after an investigation, the identified facts show the existence of a vicious animal within the meaning of RCMC 8.01.110 or a potentially dangerous animal within the meaning of RCMC 8.01.120, the animal services manager or his or her designee shall, locate and impound the animal which is the subject of the charges within 48 hours of the date the investigation is completed.

B. However, an impoundment and hearing shall not be required for the offending animal when an owner or keeper waives his or her right to the hearing prescribed by RCMC Chapter 8.09, provided that such waiver is in writing, and that the owner or keeper agrees to follow all the conditions and requirements as set forth in this Chapter.

8.07.055 Application and Permit Requirements

Any animal which has been declared by the hearing officer to be vicious within the meaning of RCMC 8.01.110 or potentially dangerous within the meaning of RCMC 8.01.120, or whose owner or keeper has waived their right to a hearing under RCMC 8.07.040.B., shall be permitted as follows:

A. Application. The owner must apply for and obtain a permit to keep the animal in their care and custody. Such permit application must include all of the following:

- (1) The name and address of the owner, and the names and addresses of two persons who may be contacted in the case of emergency;
- (2) An accurate description of the animal for which the permit is requested, including the city-issued license number for that animal;
- (3) The address where the animal will be located;
- (4) An agreement to comply with all permit conditions; and
- (5) Such other information as the animal services manager may require to ensure the public's health and safety.

B. Order on Application. Within thirty days after receiving a completed application for a permit to keep an animal designated potentially dangerous or vicious, the animal services manager shall grant or deny the permit. If the permit is denied, it shall specify the reason(s) for denying the permit and state that the owner has a right to appeal the permit denial under RCMC Chapter 8.09.

ITEM 10.1.

ATTACHMENT 2 Exhibit A to the Ordinance

C Permit Denial. The animal services manager may deny an application for a permit if the manager determines:

- (1) The animal poses an undue risk to public safety,
- (2) The animal's owner does not have facilities to adequately secure, feed, house, or maintain the animal,
- (3) The animal's owner does not agree to comply with all proposed permit conditions to be imposed by animal services, or
- (4) Possession of the animal at the owner's location violates any law, ordinance, or regulation.

8.07.60 Keeping of a potentially dangerous or vicious animal.

A. Permit Conditions. If a permit is issued pursuant to RCMC 8.07.055, the following conditions shall be imposed for keeping a vicious or potentially dangerous animal:

- (1) The animal's owner must comply with all relevant state and local laws.
- (2) The animal must be properly licensed and vaccinated at all times.
- (3) The permit is nontransferable.
- (4) The owner or keeper of the animal may not be a minor.
- (5) The animal may not be possessed or maintained at any location other than that specified in the permit.
- (6) The animal's owner must display, on the property where the animal is kept, a sign containing a warning that there is a potentially dangerous or vicious animal on the premises. The sign must be located where it will be reasonably visible to the public.
- (7) The animal's owner shall immediately notify animal services if the animal is at large, has attacked another animal, has bitten a human being, or has died.
- (8) When off the property of the animal's owner or keeper, the animal shall be muzzled and leashed with a substantial leash not to exceed six feet in length and under the control of a responsible adult who is familiar with and in control of the animal.
- (9) When being transported, the animal shall be humanely confined in a vehicle so that it can neither escape nor inflict injury on passersby.
- (10) Unless the animal services manager modifies the conditions of outdoor confinement as necessary, if the animal is confined outdoors, it shall be confined in an enclosure consisting of a fence or structure suitable to prevent the entry of young children, and suitable to confine a potentially dangerous or vicious animal as determined by animal services. The enclosure shall be securely locked, have secure sides and bottom sufficient to prevent the animal from escaping, and shall be of sufficient size to provide the animal with adequate exercise area.

ITEM 10.1.

ATTACHMENT 2 Exhibit A to the Ordinance

(11) The animal shall not be allowed to endanger the peace, health, or safety of people, domestic animals, or native wildlife.

(12) The animal shall not be subject to neglect, suffering, cruelty, or abuse.

(13) The location where the animal is possessed, confined, and maintained must be kept clean and sanitary; and the animal must be provided with proper and adequate food, water, ventilation, shelter and care at all times.

(14) An employee of animal services must be allowed permission by the owner, at any reasonable time, to inspect the animal and the place where the animal is located.

(15) The owner must pay all fees required by the City for such animal.

(16) The owner must consent and pay for the animal to be sterilized and have a microchip implanted by animal services for identification purposes.

(17) Any and all additional conditions and requirements, if any, imposed by the hearing officer, pursuant to RCMC 8.09.030 and 8.09.050, or imposed by the animal services manager pursuant to the waiver under RCMC 8.07.040.B.

B. Term of Permit. A potentially dangerous or vicious animal permit is valid for one year from the date of its issuance.

C. Removal of Potentially Dangerous Designation. The animal services manager will remove the "potentially dangerous" designation from an animal if there are no additional instances of the behavior described in the definition of "potentially dangerous" animal within the thirty-six-month period after the date of designation.

D. Permit Renewal. No person holding a potentially dangerous or vicious animal permit has the right to an automatic renewal of the permit. Failure to renew a permit before its expiration will result in a late fee. In addition, such failure may result in an administrative fine or infraction citation, or the animal may be impounded and humanely destroyed.

E. Permit Revocation. If the owner of an animal designated potentially dangerous or vicious violates a permit condition, the animal services manager may, in addition to administrative fines under section 8.07.015, issue an order revoking the permit and impounding the animal. If the animal services manager determines the animal poses an undue threat to public safety, the animal may be euthanized. The order revoking the permit will specify whether the animal is to be euthanized. The owner has the right to appeal the permit revocation pursuant to RCMC Chapter 8.09.

8.07.065 Animals designated by other jurisdictions.

Any person who wishes to keep, care, or maintain an animal in the City that has been designated potentially dangerous or vicious, or a substantially equivalent designation, by another jurisdiction, shall report such designation to animal services. Such person shall apply and pay for the requisite permit to keep the animal in the City on the same terms as ordered or required by the other jurisdiction. Animals in violation of this section are subject to impoundment, fine or penalty, and/or humane destruction.

ITEM 10.1.**ATTACHMENT 2
Exhibit A to the Ordinance**

Such owner shall have the right to a hearing to contest such violations as provided under RCMC Chapter 8.09.

Rancho Cordova

Municipal Code Amendments to Chapters 8.01 and 8.07

Note to Reader: Section placeholders to indicate the sections between changed sections remain the same are indicated with three stars (*)**.

Title 8

ANIMALS

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- 8.09 Procedures
- 8.10 Recovery of Fines and Costs
- 8.11 Keeping of Backyard Hens
- 8.12 Beekeeping

Chapter 8.01 DEFINITIONS

8.01.110 Vicious animal.

“Vicious animal” means any of the following (except a dog assisting a peace officer engaged in law enforcement duties):

~~A. Any animal seized under Section 599aa of the Penal Code (regarding the seizure of fighting animals), and upon the sustaining of a conviction of the owner or keeper under subdivision (a) of Section 597.5 of the Penal Code (regarding the ownership, keeping, or training of fighting dogs).~~

BA. Any animal which, when unprovoked and in an aggressive manner, inflicts severe injury (as defined in RCMC 8.01.140) on, or kills, a human being.

CB. Any animal previously determined to be, and currently listed as, a potentially dangerous animal which, after its owner or keeper has been notified of this determination, continues the behavior described in RCMC 8.01.120, or is found in violation of RCMC 8.07.055 or 8.07.060.

8.01.120 Potentially dangerous animal.

“Potentially dangerous animal” means any animal including a dog (except a dog assisting a peace officer engaged in law enforcement duties) which:

A. When unprovoked, on two separate occasions within the prior 36-month period, engages in any behavior that requires a defensive action by any person to prevent bodily injury to a human or an animal, when the person and the dog are off the property of the owner or keeper of the dog.

B. When unprovoked, bites a person causing a less severe injury than as defined in RCMC 8.01.140.

C. When unprovoked, on two separate occasions within the prior 36-month period, has ~~killed, severely bitten,~~ inflicted injury or otherwise caused injury by attacking a domestic animal off the property of the owner or keeper of the offending animal. Nothing in this section shall prevent an animal which commits an offense described in RCMC 8.01.110 from being determined vicious.

D. When unprovoked, and off the property of the owner or keeper of the offending animal, has killed a domestic animal, or causes injury to a domestic animal for which a licensed veterinarian has recommended euthanasia. Nothing in this section shall prevent an animal which commits an offense described in RCMC 8.01.110 from being determined vicious.

Chapter 8.07

POTENTIALLY DANGEROUS AND VICIOUS ANIMALS

8.07.040 Impoundment of animal.

A. Upon receipt by the animal services manager of an affidavit filed in compliance with RCMC 8.07.030 and 8.07.035, the animal services manager or his or her designee shall initiate an investigation of the incident or incidents described in the affidavit for the purpose of verifying the facts stated or obtaining other information. The investigation shall be completed no later than seven business days after the date the affidavit is filed. If, after an investigation, the identified facts show the existence of a vicious animal within the meaning of RCMC 8.01.110 or a potentially dangerous animal within the meaning of RCMC 8.01.120, the animal services manager or his or her designee shall, locate and impound the animal which is the subject of the charges within 48 hours of the date the investigation is completed.

B. However, an impoundment and hearing shall not be required for the offending animal when an owner or keeper waives his or her right to the hearing prescribed by RCMC Chapter 8.09, provided that such waiver is in writing, and that the owner or keeper agrees to follow all the conditions and requirements as set forth in this Chapter.

8.07.055 Registration Application and Permit Requirements

Any animal which has been declared by the hearing officer to be vicious within the meaning of RCMC 8.01.110 or potentially dangerous within the meaning of RCMC 8.01.120, or whose owner or keeper has waived their right to a hearing under RCMC 8.07.040.B., shall be permitted as follows:

A. An owner of a vicious or potentially dangerous animal is required to pay, in addition to any required licensing or permit fee, an annual special registration fee (as applicable) which shall be valid and renewable concurrent with the effective dates of the licensing of the animal. Late registration is subject to a penalty fee equal to the annual special registration fee; and

B. An owner of a vicious or potentially dangerous animal shall allow animal services to implant a microchip under the skin of the animal prior to release to the owner in order to identify the animal as a vicious or potentially dangerous animal. The microchip number shall be added to the city and national register for microchipped animals. The owner of a vicious or potentially dangerous animal shall reimburse animal services for the cost of microchipping and registration.

A. Application. The owner must apply for and obtain a permit to keep the animal in their care and custody. Such permit application must include all of the following:

(1) The name and address of the owner, and the names and addresses of two persons who may be contacted in the case of emergency;

(2) An accurate description of the animal for which the permit is requested, including the city-issued license number for that animal;

(3) The address where the animal will be located;

(4) An agreement to comply with all permit conditions; and

(5) Such other information as the animal services manager may require to ensure the public's health and safety.

B. Order on Application. Within thirty days after receiving a completed application for a permit to keep an animal designated potentially dangerous or vicious, the animal services manager shall grant or deny the permit. If the permit is denied, it shall specify the reason(s) for denying the permit and state that the owner has a right to appeal the permit denial under RCMC Chapter 8.09.

C Permit Denial. The animal services manager may deny an application for a permit if the manager determines:

(1) The animal poses an undue risk to public safety,

(2) The animal's owner does not have facilities to adequately secure, feed, house, or maintain the animal,

(3) The animal's owner does not agree to comply with all proposed permit conditions to be imposed by animal services, or

(4) Possession of the animal at the owner's location violates any law, ordinance, or regulation.

8.07.60 Keeping of a potentially dangerous or vicious animal.

~~Except as otherwise provided in the decision rendered by the hearing officer, the keeping of an animal which has been declared potentially dangerous shall, at a minimum, be subject to the following provisions:~~

~~A. The animal shall be properly licensed and vaccinated. The animal services manager shall include the potentially dangerous designation in the records of the animal, either after the owner or keeper of the animal has agreed to the designation, or a hearing officer has determined the designation applies to the animal.~~

~~B. If the animal in question dies, or is sold, transferred, or permanently removed from the location where the owner or keeper resides, the owner of a dangerous animal shall notify animal services of the changed condition and new location of the animal in writing within two working days.~~

~~C. If there are no additional instances of the behavior described in RCMC 8.01.120 within a 36-month period from the date of designation as a dangerous animal, the animal shall be removed from the list of potentially dangerous animals. The animal may be, but is not required to be, removed from the list of potentially dangerous animals prior to the expiration of the 36-month period if the owner or keeper of the dog demonstrates to the animal services manager that changes in circumstances or measures taken by the owner or keeper, such as training of the animal, have mitigated the risk to public safety.~~

~~D. The owner of an animal that has been designated as potentially dangerous must abide by all conditions imposed by the hearing officer, pursuant to RCMC 8.09.030 and 8.09.050, regarding how to keep the potentially dangerous animal. Such compliance must occur within 14 calendar days of the date on which notice of the hearing officer's written decision is served upon the owner, pursuant to RCMC 8.09.095, unless the hearing officer has designated additional time in the written decision. This involves proper enclosure for such animal. For purposes of this section, "enclosure" means a fence or structure suitable to prevent the entry of young children, and which is suitable to confine a potentially dangerous animal in conjunction with other measures which may be taken by the owner or keeper of the animal. The enclosure shall be designed in order to prevent the animal from escaping. The animal shall be housed pursuant to the requirements of Section 597t of the California Penal Code.~~

~~All costs associated with these provisions, or any other or additional provisions ordered by the hearing officer, shall be borne by the owner of the animal which has been declared to be potentially dangerous.~~

A. Permit Conditions. If a permit is issued pursuant to RCMC 8.07.055, the following conditions shall be imposed for keeping a vicious or potentially dangerous animal:

(1) The animal's owner must comply with all relevant state and local laws.

(2) The animal must be properly licensed and vaccinated at all times.

(3) The permit is nontransferable.

(4) The owner or keeper of the animal may not be a minor.

(5) The animal may not be possessed or maintained at any location other than that specified in the permit.

(6) The animal's owner must display, on the property where the animal is kept, a sign containing a warning that there is a potentially dangerous or vicious animal on the premises. The sign must be located where it will be reasonably visible to the public.

(7) The animal's owner shall immediately notify animal services if the animal is at large, has attacked another animal, has bitten a human being, or has died.

(8) When off the property of the animal's owner or keeper, the animal shall be muzzled and leashed with a substantial leash not to exceed six feet in length and under the control of a responsible adult who is familiar with and in control of the animal.

(9) When being transported, the animal shall be humanely confined in a vehicle so that it can neither escape nor inflict injury on passersby.

(10) Unless the animal services manager modifies the conditions of outdoor confinement as necessary, if the animal is confined outdoors, it shall be confined in an enclosure consisting of a fence or structure suitable to prevent the entry of young children, and suitable to confine a potentially dangerous or vicious animal as determined by animal services. The enclosure shall be securely locked, have secure sides and bottom sufficient to prevent the animal from escaping, and shall be of sufficient size to provide the animal with adequate exercise area.

(11) The animal shall not be allowed to endanger the peace, health, or safety of people, domestic animals, or native wildlife.

(12) The animal shall not be subject to neglect, suffering, cruelty, or abuse.

(13) The location where the animal is possessed, confined, and maintained must be kept clean and sanitary; and the animal must be provided with proper and adequate food, water, ventilation, shelter and care at all times.

(14) An employee of animal services must be allowed permission by the owner, at any reasonable time, to inspect the animal and the place where the animal is located.

(15) The owner must pay all fees required by the City for such animal.

(16) The owner must consent and pay for the animal to be sterilized and have a microchip implanted by animal services for identification purposes.

(17) Any and all additional conditions and requirements, if any, imposed by the hearing officer, pursuant to RCMC 8.09.030 and 8.09.050, or imposed by the animal services manager pursuant to the waiver under RCMC 8.07.040.B.

B. Term of Permit. A potentially dangerous or vicious animal permit is valid for one year from the date of its issuance.

C. Removal of Potentially Dangerous Designation. The animal services manager will remove the "potentially dangerous" designation from an animal if there are no additional instances of the behavior described in the definition of "potentially dangerous" animal within the thirty-six-month period after the date of designation.

D. Permit Renewal. No person holding a potentially dangerous or vicious animal permit has the right to an automatic renewal of the permit. Failure to renew a permit before its expiration will result in a late fee. In addition, such failure may result in an administrative fine or infraction citation, or the animal may be impounded and humanely destroyed.

E. Permit Revocation. If the owner of an animal designated potentially dangerous or vicious violates a permit condition, the animal services manager may, in addition to administrative fines under section 8.07.015, issue an order revoking the permit and impounding the animal. If the animal services manager determines the animal poses an undue threat to public safety, the animal may be euthanized. The order revoking the permit will specify whether the animal is to be euthanized. The owner has the right to appeal the permit revocation pursuant to RCMC Chapter 8.09.

8.07.065 Animals designated by other jurisdictions.

Any person who wishes to keep, care, or maintain an animal in the City that has been designated potentially dangerous or vicious, or a substantially equivalent designation, by another jurisdiction, shall report such designation to animal services. Such person shall apply and pay for the requisite permit to keep the animal in the City on the same terms as ordered or required by the other jurisdiction. Animals in violation of this section are subject to impoundment, fine or penalty, and/or humane destruction. Such owner shall have the right to a hearing to contest such violations as provided under RCMC Chapter 8.09.

|

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2021

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, AMENDING THE FEES FOR ANIMAL LICENSES AND
POTENTIALLY DANGEROUS AND VICIOUS ANIMAL PERMITS**

WHEREAS, the City of Rancho Cordova ("City") incurs rising costs associated with the designation and monitoring of potentially dangerous and vicious animals pursuant to Chapter 8.07 of the Rancho Cordova Municipal Code; and

WHEREAS, the City incurs rising costs associated with enforcement of its animal licensing program pursuant to Chapter 8.06 of the Rancho Cordova Municipal Code; and

WHEREAS, the City previously established animal license fees and potentially dangerous animal/vicious animal permit fees set by Resolution 30-2009; and

WHEREAS, the City recently re-evaluated the costs of unaltered license fees and the late renewal fee and determined that changes to certain fees were necessary to increase license compliance; and

WHEREAS, recovery of the partial cost of processing animal licenses from persons required to obtain such licenses is reasonable and necessary so that general fund revenues are not diverted from other municipal services in order to subsidize these services; and

WHEREAS, Section 8.03.060 of the Rancho Cordova Municipal Code provides that the City Council of the City of Rancho Cordova may prescribe fees for the issuance and renewal of fees for licenses and permits for the Animal Services program by resolution; and

WHEREAS, in amending the fees for the animal licensing program set forth in this Resolution, the City Council of the City of Rancho Cordova is exercising its power under Article XI, Section 7 of the California Constitution, Section 37101 of the California Government Code, and other applicable law; and

WHEREAS, notice of public hearing at which this Resolution was adopted was given by publication ten (10) days in advance in accordance with Section 6062a of the Government Code; and

WHEREAS, the City Council conducted a public hearing prior to adopting this Resolution revising the fees related to the animal licensing program and considered written and oral communications received during the public hearing; and

WHEREAS, the schedule of fees and the total amounts thereof are hereby determined to be reasonable in that the amounts thereof do not exceed the estimated reasonable costs of processing and administering animal licenses and permits; and

ITEM 17.1.

ATTACHMENT 4

WHEREAS, the City Council of the City of Rancho Cordova desires to establish the fees herein contemplated that the City of Rancho Cordova charges for processing and administering the animal licensing program.

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

1. The new altered animal license fee is \$15 for one year, \$25 for two years and \$35 for three years per animal license which hereby supersedes and repeals the altered animal license fees established by Resolution 30-2009.
2. The new unaltered animal license fee is \$30 for one year, \$55 for two year and \$80 for three year per animal license which hereby supersedes and repeals the unaltered animal license fees established by Resolution 30-2009.
3. The new late renewal fee is \$20 per animal license which hereby supersedes and repeals the late renewal fee established by Resolution 30-2009
4. The Potentially Dangerous Animal permit fee (also known as the annual special registration fee) pursuant to RCMC 8.07.055 is \$300 for the initial year and \$100.00 each year for the second and third years, which hereby supersedes and repeals any previously authorized Potentially Dangerous Animal permit fee.
5. The Vicious Animal permit fee (also known as the annual special registration fee) pursuant to RCMC 8.07.055 is \$500 for the initial year and \$100.00 for the second and third years, which hereby supersedes and repeals any previously authorized Potentially Dangerous Animal permit fee.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 15th day of March 2021 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Garrett Gatewood, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk

MEMORANDUM



ITEM 17.2.

DATE: March 15, 2021

TO: Honorable Mayor and Council Members

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

SUBJECT: **A RESOLUTION CREATING SPECIAL TAX AREA ZONE 27 AND AN ORDINANCE ESTABLISHING A SPECIAL TAX FOR TRANSIT-RELATED SERVICES FOR THE RIO DEL ORO (ELLIOTT HOMES PORTION) PROJECT**

RECOMMENDATION

Adopt the Resolution and waive first reading and introduce the Ordinance.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution and Ordinance will assist the City in meeting the costs of providing transit-related services by creating a special tax area zone and establishing a special tax for transit-related services for the Rio Del Oro (Elliott Homes Portion) project.

BACKGROUND

The City Council adopted Resolution No. 141-2005 on November 7, 2005, providing for a special tax for transit-related services to be imposed upon new development within the City. Pursuant to that Resolution, a property owner approves a special tax on the parcels within a subdivision or project. The City Council then adopts a resolution creating a zone that encompasses the subdivision or project and an ordinance establishing the special tax.

The City Council on August 29, 2016 adopted a Resolution approving the Rio Del Oro Specific Plan, a 3,828- acre mixed-use community east of Sunrise Blvd between White Rock Road and Douglas Road. This annexation consists of five parcels comprising 1,507.37 acres currently owned by Alta Vista, LLC (Elliott Homes Portion). The provision of funding to provide transit-related services by approving a special tax was made a condition of approval for the design review.

This item will establish tax area Zone 27, the boundaries of which will be contiguous to the boundaries of the Rio Del Oro (Elliott Homes Portion) project. In addition to creating the special

tax, the Ordinance will also set the date for the transit-related services tax election, which will be held on April 29, 2021, at which time the ballot(s) will be tabulated by the City Clerk, and the results be declared at the City Council meeting on May 17, 2021.

FISCAL IMPACT AND FUNDING SOURCE

There is no fiscal impact to the General Fund.

ATTACHMENT(S)

1. Resolution
2. Exhibit A to the Resolution
3. Ordinance
4. Exhibit A to the Ordinance
5. Exhibit B to the Ordinance- Property Land Use Catagory

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2021

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, CREATING SPECIAL TAX AREA ZONE 27 FOR RIO DEL ORO
(ELLIOTT HOMES PORTION) PROJECT**

WHEREAS, it is the intention of the City Council to create Zone 27 within the City of Rancho Cordova Transit-Related Services Special Tax Area and authorize an election; and

WHEREAS, it is the intention of the City Council to adopt an ordinance establishing a special tax for transit-related services within Zone 27; and

WHEREAS, the City recognizes the need for increased transit-related services in Zone 27 and the difficulty of funding the current or increased level of services with revenues now available; and

WHEREAS, it is the intention of the City Council to direct the City Clerk to conduct an election by mail ballot pursuant to Elections Code Section 4000 and to be held on the earliest date permitted by law; and

WHEREAS, the City Council approved the Rio Del Oro Specific Plan, a 3,828- acre mixed-use community east of Sunrise Blvd between White Rock Road and Douglas Road. This annexation consists of five parcels comprising of 1,507.37 acres currently owned by Alta Vista, LLC, known as the Rio Del Oro (Elliott Homes Portion) project. The provision of funding to provide transit-related services was made a condition of approval for the project. Condition No. 12 of the Major Design Approval requires the property owner/applicant to participate in the provision of funding to provide transit-related services for the project. This will be accomplished by the property owner(s) participation in the transit-related services special tax area; and

WHEREAS, the transit-related services tax as inflated to Fiscal Year 2020-2021 is \$118.08 per low density residential dwelling unit or low density residential dwelling unit equivalent, \$94.46 per medium density residential dwelling unit or medium density residential dwelling unit equivalent, \$70.85 per high density residential dwelling unit or high density residential dwelling unit equivalent, \$3,027.57 per retail and service commercial acre, \$2,602.48 per commercial mixed use or office acre, and \$1,086.34 per light industrial acre, subject to an annual inflator formula based on the Consumer Price Index for the San Francisco-Oakland-San Jose Area, or six percent, whichever is less. Multi-family residential units on a single parcel shall be assessed on a proportionately equivalent basis (e.g., a two-unit attached housing structure, such as a duplex, would be deemed to consist of two residential parcels for purposes of the transportation tax); and

WHEREAS, for the purposes of this Resolution, a “voter” entitled to vote on the creation of Zone 27 is a person who owns real property within Zone 27, as shown on the last equalized assessment role prepared by the Sacramento County Assessor’s Office, at the time that the City

Council submits an ordinance authorizing the imposition of a transit-related services tax to the voters of Zone 27. At the time that the Council adopted this Resolution, there were zero (0) registered voters residing within Zone 27 and one property owner. Because the Transit-Related Services Special Tax will be imposed on property in Zone 27 and paid by the owner of the property, the Council finds that restricting the vote on the Transit-Related Services Special Tax to property owners in Zone 27 is appropriate and consistent with the principles and requirements of California Constitution article XIII C (Proposition 218).

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

1. That portion of the City of Rancho Cordova shown on the Map, Exhibit A hereto is established as Zone 27 of the Rancho Cordova Transit-Related Services Special Tax Area.

2. That Ordinance, reviewed and approved by the City Council on the same date as the resolution, is to be presented for approval of the voter of Zone 27 by a mail ballot election, to be held on May 17, 2021. The ballot proposition shall read as follows:

“Shall Ordinance No. XX-2021 of the City Council of the City of Rancho Cordova be approved so as to authorize a special tax on property located in Zone 27 of the Rancho Cordova Transit-Related Services Special Tax Area to maintain the present level of transit-related services and provide additional funding for increased transit-related services?”

3. The City Clerk is directed to take all steps necessary to conduct the election required by this order. Said election shall be conducted by mailed ballot pursuant to Elections Code Section 4000 and shall be held May 17, 2021.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 15th day of March, 2021 by following vote:

AYES:

NOES:

ABSENT:

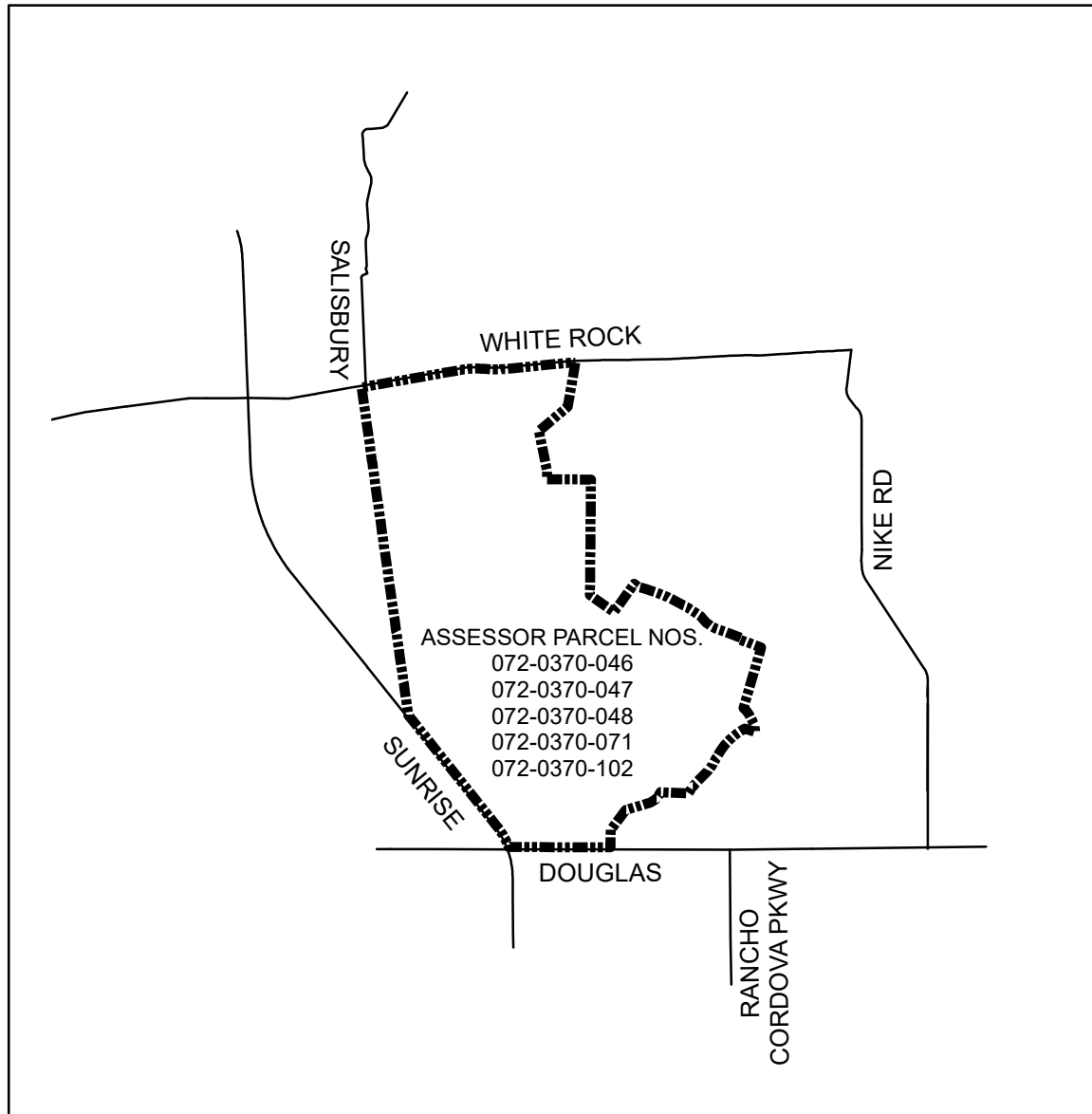
ABSTAIN:

ATTEST:

Garrett Gatewood, Mayor

Stacy Leitner, CMC
City Clerk

CITY OF RANCHO CORDOVA
TRANSIT RELATED SERVICES SPECIAL TAX AREA
ANNEXATION 27
RIO DEL ORO (ELLIOTT HOMES PORTION)

**Legend**

Annexation Boundary

CITY OF RANCHO CORDOVA

ORDINANCE NO. XX-2021

**AN ORDINANCE OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA,
ESTABLISHING A SPECIAL TAX FOR TRANSIT-RELATED SERVICES FOR THE
RIO DEL ORO (ELLIOTT HOME PORTION) PROJECT SUBJECT TO VOTER APPROVAL****THE CITY COUNCIL OF THE CITY OF THE RANCHO CORDOVA DOES ORDAIN AS
FOLLOWS:**Section 1. Purpose, Intent and Authority.

It is of critical importance to the City Council of the City of Rancho Cordova that residents of and employees working in the City receive high quality transit-related services. In carefully reviewing the City's budget and revenue projections, it is clear to City staff that the City budget does not contain adequate funding to ensure the continued delivery of adequate high-quality transit-related services unless additional revenues are obtained.

It is the purpose and intent of this non-codified Ordinance to generate additional funds to pay for transit-related services by authorizing the levy of a tax on improved parcels of real property on the secured property tax roll of Sacramento County that are within Zone 27 of the Rancho Cordova Transit-Related Services Special Tax Area (the "Zone").

This tax is a special tax within the meaning of Section 4 of the Article XIII A of the California Constitution. Because the burden of this tax falls upon property, this tax also is a property tax, but this tax is not determined according to nor in any manner based upon the value of property; this tax is levied on a parcel and use of property basis. Insofar as not inconsistent with this Ordinance or with legislation authorizing special taxes and insofar as applicable to a property tax that is not based on value, such provisions of the California Revenue and Taxation Code and of Article XIII of the California Constitution as relate to ad valorem property taxes are intended to apply to the collection and administration of this tax (Section 4 of this Ordinance), as authorized by law. This tax is not an ad valorem property tax; it is an excise tax on the use of property. Because the revenue from the tax may be used only to fund transit-related services, it is also a special tax.

The revenues raised by this tax are to be used solely for the purpose of providing transit-related services as are deemed necessary by the City Council for the benefit of the residents and/or employees of Zone 27.

At the time that the Council adopted this non-codified Ordinance, there were zero (0) registered voters residing in Zone 27 and one (1) property owner. Because the Transit-Related Services Special Tax will be imposed on property in Zone 27 and paid by the owners of the property, the Council finds that restricting the vote on the Transit-Related Services Special Tax to property owners in Zone 27 is appropriate and consistent with the principles and requirements of California Constitution article XIII C (Proposition 218).

Section 2. Definitions.

The following definitions shall apply throughout this Ordinance.

A. "Constant first year dollars" shall mean an actual dollar amount which, in years subsequent to the first fiscal year the tax is levied, shall have the same purchasing price as the base amount in first fiscal year dollars as measured by the Consumer Price Index. The base amount shall be the amount of tax per parcel as specified in Section 3(A) herein. The adjustments from actual to constant dollars shall be made by use of the Consumer Price Index, as specified in Section 3(B) herein.

B. "Consumer Price Index" means the Consumer Price Index for all Urban Consumers (CPI-U) for the San Francisco-Oakland-San Jose Area as published by the U.S. Department of Labor, Bureau of Labor Statistics. If the Consumer Price Index is discontinued or revised, such other government index or computation with which it is replaced shall be used in order to obtain substantially the same result as would be obtained if the Consumer Price Index had not been discontinued or revised.

C. "Fiscal year" means the period of July 1 through the following June 30.

D. "Parcel" means the land and any improvements thereon, designated by an assessor's parcel map and parcel number and carried on the secured property tax roll of Sacramento County. For the purposes of this Ordinance, parcel does not include any land or improvements outside the boundaries of Zone 27, nor any land or improvements owned by any governmental entity.

E. "Rancho Cordova Transit-Related Services Special Tax Area" means all the properties within the jurisdictional limits of the City of Rancho Cordova.

F. "Rancho Cordova Transit-Related Services Special Tax Area Zone 27 (the "Zone")" means that portion of the incorporated area of the City of Rancho Cordova located within the boundaries as shown on the map Exhibit A.

G. "Transit-Related Services" means providing, operating, maintaining and subsidizing transit services and all supporting facilities, infrastructure, programs and incentives that benefit the residents of the Rancho Cordova Transit-Related Services Special Tax Area, and shall be calculated and set according to the methodology described in Engineer's Report County Service Area No. 10 and Benefit Zone No. 2 County of Sacramento, November 18, 2004, which established the methodology for the original service charge for Benefit Zone No. 2.

H. "Voter" means a person who owns real property within Zone 27, as shown on the last equalized assessment role prepared by the Sacramento County Assessor's Office, at the time that the City Council adopts an ordinance authorizing the imposition of a transit-related services tax to the voters of Zone 27.

Section 3. Amount and Level of Taxes.

The tax per year on each parcel in the Zone shall not exceed the amount applicable to the parcel, as specified below.

A. For First Fiscal Year:

The tax per year for the first fiscal year (July 1, 2021 through June 30, 2022) shall be the amount of Tax per Parcel for a Land Use Code Category as set forth on Exhibit B hereto. The use code assigned to each parcel shall be reviewed and updated periodically.

Rates in Exhibit B shall be calculated and set according to the methodology described in Engineer's Report County Service Area No. 10 and Benefit Zone No. 2 County of Sacramento, November 18, 2004 which established the methodology for the original service charge for Benefit Zone No. 2.

B. For Subsequent Fiscal Years:

In order to keep the tax on each parcel in constant first year dollars for each fiscal year subsequent to the first fiscal year, the tax per year shall be adjusted as set forth below to reflect any increase in the Consumer Price Index beyond the first fiscal year the tax is levied.

In June or July of each year, City Council shall determine the amount of taxes to be levied upon the parcels in Zone 27 for the then current fiscal year, as set forth below.

For each Land Use Category on Exhibit B, the tax per year on each parcel for each fiscal year subsequent to the first fiscal year shall be an amount determined as follows:

Tax Per Parcel For then Current Fiscal Year	=	Tax Per Parcel For Immediately Preceding X Fiscal Year	Consumer Price Index from April of immediately Preceding Fiscal Year to April of then Current Fiscal Year OR 6 percent, whichever is less
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Provided, however, that in no event shall the tax per parcel for any fiscal year be less than the amount established for the first fiscal year.

C. Nature of Tax Levy.

The taxes levied on each parcel pursuant to this Article shall be a charge upon the parcel and shall be due and collectible as set forth in Section 4, below.

Section 4. Collection and Administration.

A. Taxes as Liens Against the Property.

The amount of taxes for each parcel each year shall constitute a lien on such property, in accordance with Revenue and Taxation Code Section 2187, and shall have the same effect as an ad valorem real property tax lien until fully paid.

B. Collection.

The taxes on each parcel shall be billed on the secured roll tax bills for ad valorem property taxes and are to be collected in the same manner in which Sacramento County collects secured roll ad valorem property taxes. Insofar as feasible and insofar as not inconsistent with this Ordinance, the times and procedures regarding exceptions, due dates, installment payments, corrections, cancellations, refunds, late payments, penalties, liens, and collections for secured roll ad valorem property taxes (as established by Sacramento County) shall be applicable to the collection of this tax. Notwithstanding anything to the contrary in the foregoing, as to this tax:

1. The secured roll tax bills shall be the only notices required for this tax, and
2. The homeowners and veterans exemptions shall not be applicable because such exemptions are determined by dollar amount of value.

C. Costs of Administration by County.

The reasonable costs incurred by the County officers collecting and administering this tax shall be deducted from the collected taxes.

D. Use of Tax Revenue.

The revenue collected from the tax imposed by this ordinance shall be placed into a separate account and may be used only to fund transit-related services, including the costs of administering and collecting the tax and enforcing the provisions of this ordinance. Revenue from the tax may be used for transit-related services citywide.

E. Refunds.

1. Whenever the amount of any tax, interest or penalty has been overpaid or paid more than once or has been erroneously or illegally collected or received by the City pursuant to this ordinance, it may be refunded as provided in this Section.
2. No refund may be made except upon a written claim verified by the person who paid the tax or by his or her guardian or conservator or the executor or administrator of his or her will or estate and stating the grounds upon which the claim is made. All claims filed pursuant to this subsection must be presented within one year after payment of the amount for which the claimant is seeking a refund.
3. No order of a refund may be made until a written claim therefor has been presented in accordance with this subsection. No suit for money, damages or a refund may be brought against the City until a written claim therefor has been presented to the City and has been acted upon or has been deemed rejected by the City, in accordance with this subsection. Only the person who filed the claim may bring such a suit, and if another person should do so, judgment shall not be rendered for the plaintiff.

F. Initiatives to Affect Tax.

Consistent with the California Constitution (art. XIII C, § 3) the tax imposed by this ordinance may be affected by initiative. The procedures for qualification of such an initiative and the election on a qualified initiative shall be consistent with the California Constitution (art. 2, sec. 8), the California Elections Code (Chapter 3 of Division 9), and the Municipal Code. The minimum number of signatures necessary to qualify an initiative to affect the tax approved by this ordinance shall be equal to 5 percent of the votes in the City for all candidates for Governor at the last gubernatorial election. The election on a qualified initiative to affect the tax shall be a regular citywide election. An initiative affecting the tax shall be approved only if at least two-thirds of the votes cast on the measure are in favor of its approval.

Section 5. Severability Clause.

If any article, section, subsection, sentence, phrase or clause of this Ordinance is for any reason held to be invalid, such decision shall not affect the validity of the remaining portion of this Ordinance. The voters of Zone 27 hereby declare that they would have adopted the remainder of this Ordinance, including each article, section, subsection, sentence, phrase or clause, irrespective of the invalidity of any other article, section, subsection, sentence, phrase or clause.

Section 6. Effective Date and Posting.

This Ordinance shall take effect immediately upon its approval by two-thirds of the voters voting within the Zone in an election to be held on May 17, 2021 so that taxes shall first be collected hereunder for the tax year beginning July 1, 2021.

ADOPTED, THIS 15th day of March 2021 by the following vote:

AYES:

NOES:

ABSENT:

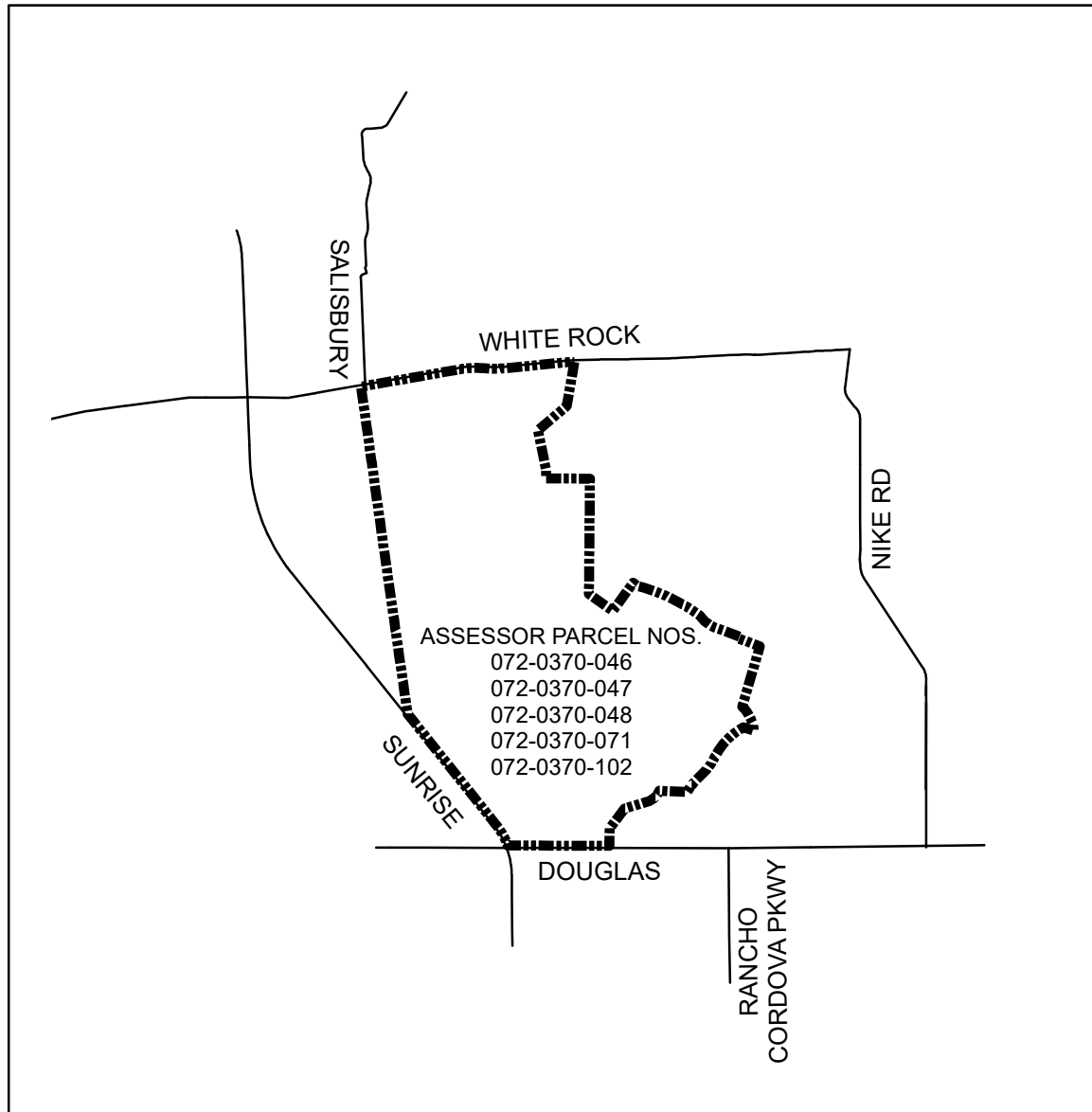
ABSTAIN:

Garrett Gatewood, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk

CITY OF RANCHO CORDOVA
TRANSIT RELATED SERVICES SPECIAL TAX AREA
ANNEXATION 27
RIO DEL ORO (ELLIOTT HOMES PORTION)

**Legend**

Annexation Boundary

Amount of Tax per Parcel by Land Use Category**A. Residential Dwelling Units**

As adjusted for inflation from the original base year, the amount of Tax per Parcel for fiscal year 2020-2021 for Residential Land Use Categories shall be \$118.06 per low density residential dwelling unit or low density residential dwelling unit equivalent, \$94.46 per medium density residential dwelling unit or medium density residential dwelling unit equivalent, or \$70.85 per high density residential dwelling unit or high density residential dwelling unit equivalent (Multi-family residential units on a single parcel shall be assessed on a proportionately equivalent basis (e.g., a two-unit attached housing structure, such as a duplex, would be deemed to consist of two residential parcels for purposes of the Transit-Related Services Special Tax).

B. Non-Residential

As adjusted for inflation from the original base year, the amount of Tax per Parcel for fiscal year 2020-2021 for Non-Residential Land Use Categories (except Recreational and Agricultural) shall be \$3,027.57 per retail and service commercial acre, \$2,602.48 per commercial mixed use or office commercial acre, and \$1,086.34 per light industrial acre.

C. Inflator Formula

The tax is subject to an annual inflator formula based on the Consumer Price Index for all Urban Consumers (CPI-U) for the San Francisco-Oakland-San Jose Area, or six percent, whichever is less.

MEMORANDUM



ITEM 18.1.

DATE: March 15, 2021
TO: Honorable Mayor and Council Members
FROM: Darcy Goulart, Planning Manager
SUBJECT: **AN ORDINANCE AMENDING TITLE 23 ZONING CODE, ARTICLE 3 ZONING DISTRICTS, ALLOWABLE USES AND GENERAL DEVELOPMENT STANDARDS, ARTICLE 9 SPECIAL USE PROVISIONS AND ARTICLE 11 DEFINITIONS OF THE CITY OF RANCHO CORDOVA MUNICIPAL CODE IN REGARD TO EMERGENCY SHELTERS**

RECOMMENDATION

Introduce and waive the first reading of the Ordinance.

RESULT OF RECOMMENDED ACTION

The Ordinance would come back for a second reading and adoption at the next regular City Council meeting. Approval of the Ordinance would amend Title 23 Zoning, Article 3 to permit Emergency Shelters in the M-1 zone, adding Chapter 23.902 Emergency Shelters to Article 9, and Article 11 Definitions to add the definition of emergency shelter to the land use definitions.

BACKGROUND

On December 10, 2020 staff presented three options for a rezone. Council directed staff to move forward with a rezone of the Light Industrial/Manufacturing (M-1) zone, and to hold an additional public outreach meeting to receive feedback from residents. Staff held an evening virtual community meeting on February 4, 2021. The resident feedback at this meeting was supportive of the M-1 zone selection and the draft managerial standards presented.

Analysis

This item proceeds with the rezone of the M-1 zone to change Emergency Shelters from a Conditional Use to a Permitted Use and adopts additional managerial standards. Below are the standards allowed by State statute and the proposed managerial standard for Rancho Cordova. These standards are consistent with the other jurisdictions in the Sacramento region.

Maximum number of beds: 75 beds, unless an emergency, or authorized by Council.
Size and location of waiting and intake areas: Space provided inside so prospective and current residents do not have to wait on the sidewalk or public right of way
Provision of on-site management: On-site management and support staff provided at all times during shelter use, the manager's area shall be located near the entry to the facility
Proximity to other shelters: 300 feet
Length of Stay: 180 days per client/family
Lighting: Consistent with the California Building and Fire Codes
Parking: 1 space per staff and 1 space per 10 beds.
Security during hours when open: Provided on-site during hours of operation

Proximity to a transit stop is not a standard that other residential and commercial developments are held to within the M-1 zone, and it is not one of the exceptions listed in State Statute. Therefore, it is not a standard that can be included. However, in analyzing the locations of existing light rail and Cordovan transit stops, the majority of M-1 parcels are located within one-half mile, and nearly all M-1 parcels are located within a three-quarter mile walking distance.

FISCAL IMPACT AND FUNDING SOURCE

There is no Fiscal Impact.

ATTACHMENT(S)

1. Ordinance
2. Exhibit A to the Ordinance
3. Track Changes

CITY OF RANCHO CORDOVA

ORDINANCE NO. XX-2021

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA AMENDING TITLE 23 (ZONING CODE) ARTICLE 3 ZONING
DISTRICTS, ALLOWABLE USES AND GENERAL DEVELOPMENT STANDARDS, ARTICLE
9 SPECIAL USE PROVISIONS AND ARTICLE 11 GENERAL DEFINITIONS, OF THE
RANCHO CORDOVA MUNICIPAL CODE**

THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA DOES ORDAIN AS FOLLOWS:**Section 1. Purpose and Declarations.**

WHEREAS, the City conducts periodic updates of the provisions of the Rancho Cordova Municipal Code (RCMC) to ensure compliance with current laws, changes in local policy, consistency with adopted plans and programs, clarify ambiguities, address changing market conditions, reflect best practices, and to address issues or concerns with current regulations; and

WHEREAS, certain amendments to the Title 23 (Zoning Code), Article 3, Article 9 and Article 11 is to permit Emergency Shelters in the M-1 zone, provide a new Chapter in the RCMC for Emergency Shelters that includes operational and development standards consistent with State law and provide a definition of emergency shelters; and

WHEREAS, on March 15, 2021 the City Council held a properly noticed public hearing for this Ordinance and considered all oral and written testimony.

Section 2: Findings. The City Council hereby finds:

- A. **CEQA Compliance.** CEQA requires analysis of agency approvals of discretionary “projects.” A “project,” under CEQA, is defined as “the whole of an action, which has a potential for resulting in either a direct physical change in the environment, or a reasonably foreseeable indirect physical change in the environment.” (CEQA Guidelines, § 15378.) As reflected in State CEQA Guideline 15061 (b) (3), an activity is not subject to CEQA, “[w]here it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment...” The proposed amendments are not a “project” within the meaning of CEQA because the amendments seek to further regulate or clarify uses that are already present in the City or provide consistency with State law and no significant expansion of these activities can reasonably be anticipated to occur. Because no expansion of uses or activities is reasonably anticipated, no possibility exists that the ordinance will result in a significant effect on the environment. Thus, the proposed ordinance is not subject to the requirements of CEQA. However, in the event that adoption of the ordinance is considered a CEQA project, it would nonetheless qualify for categorical exemptions as set forth below.

CEQA Guidelines Section 15061(b)(3) states that a project is exempt from CEQA “where it can be seen with certainty that there is no possibility that the activity in question may have a significant effect on the environment.” The approval of the code amendments set forth in the proposed ordinance does not approve any physical development and it would not result in a direct or indirect physical changes in the environment. Any specific development projects

that may result from these changes will be subject to environmental review. The proposed amendments are consistent with the City's General Plan. For these reasons, the proposed amendments would not have the potential to result in individually or cumulatively significant effects on the environment and these Municipal Code amendments are exempt from review under CEQA and no further environmental review is necessary.

B. The proposed amendment is consistent with the General Plan. The attached Municipal Code Amendments ("Amendment") are consistent with the General Plan. General Plan housing element identifies the City's need to provide equal access to housing for people with special needs, including encouraging the development of emergency housing. It is the intent of these amendments to provide for adequate development and operational standards to ensure appropriate housing and services for special needs populations are met.

C. The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or welfare of the City. The attached amendment is focused on meeting a specific need identified in the General Plan. None of these proposed amendments will be detrimental to the public interest, health, safety, convenience, or welfare of the City as they would provide adequate operational and development standards for emergency shelters that is consistent with State law.

D. The proposed amendments are internally consistent with other applicable provisions of this zoning code. The Amendments have been reviewed for consistency with the entirety of the Municipal Code and is consistent with other applicable provisions of the Municipal Code.

Section 3. Amendments to Title 23 Zoning Code

The City Council hereby adopts the amendments to Title 23 Zoning Code of the Rancho Cordova Municipal Code, as shown and incorporated in **Exhibit A** to this ordinance.

Section 4. 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 5. Effective Date

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

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the ____ day of _____, 2021 by the following vote:

ITEM 18.1.

ATTACHMENT 1

AYES:

NOES:

ABSENT:

ABSTAIN:

Garrett Gatewood, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk

Rancho Cordova

Municipal Code Amendments

Title 23, Article 3

Chapter 23.316 General Commercial and Industrial Zones

Note to Reader: Section placeholders to indicate the sections between changed subsections remain the same are indicated with three stars (*).**

Chapter 23.316 GENERAL COMMERCIAL AND INDUSTRIAL ZONES

23.316.030 Allowed land uses and permit requirements.

Table 23.316-1 identifies allowed uses and corresponding requirements for the general commercial and industrial zoning districts subject to compliance with Chapter 23.304 RCMC (Land Use Classification) and all other provisions of this title. Descriptions/definitions of the land uses can be found in Article 11 of this title (Definitions). The specific use regulations column in the table identifies the specific chapter or section where additional regulations for that use type are located within this title.

This zoning code relies upon a generalized list of allowed and conditionally allowed uses. Some interpretation is required to determine whether or not a specific use falls into a particular use category. Typically a use clearly falls into a particular category, but three additional tools are provided in this title to identify the appropriate use category when necessary:

A. RCMC 23.1104.040 (Land use definitions) includes land use descriptions.

B. Similar Use Determinations. For uses that are not listed in Table 23.316-1 or where it is not clear whether a use would be permitted, a similar use determination can be processed according to Chapter 23.122 RCMC (Similar Use Determinations). All of the definitions, tables and other provisions of this title, in addition to the operational characteristics of the intended use, can be used to make a similar use determination.

Use regulations in the table are shown with a representative symbol by use classification listing: “P” symbolizes uses allowed by right, “AUP” symbolizes uses that require approval of an administrative use permit, “C” symbolizes uses that require approval of a conditional use permit, and “N” symbolizes uses that are not permitted.

**Table 23.316-1: Allowed Use and Permit Requirements for
General Commercial and Industrial Zoning Districts**

Land Use Category	GC	M-1	M-2	Specific Use Regulations
Residential Uses				
Caretaker Housing	P	P	AUP	RCMC 23.901.020
Dwelling, Multifamily	P	C	N	RCMC 23.901.070 (if senior independent living)
Emergency Shelters	C	P	C	
Home Occupations	P	P	N	RCMC 23.901.030
Live-Work Facility	P	P	N	RCMC 23.901.040
Mobile Home Park	C	N	N	RCMC 23.901.050

ITEM 18.1.

ATTACHMENT 2 Exhibit A to the Ordinance

Land Use Category	GC	M-1	M-2	Specific Use Regulations
Single-Room Occupancy (SRO)	C	C	N	
Transitional Housing	P	P	N	
Agriculture, Resource, and Open Space Uses				
Beekeeping	N	N	N	Chapter 8.12 RCMC
Recreation, Education, and Public Assembly Uses				
Cemeteries, Mausoleums	C	C	C	
Clubs, Lodges, and Private Meeting Halls	P	P	P	
Indoor Amusement/Entertainment Facility ^{16, 17}	P	AUP	AUP	
Indoor Fitness and Sports Facility ^{16, 17}	P	AUP	AUP	
Libraries and Museums	P	P	C	
Outdoor Commercial Recreation ^{16, 17}	C	C	C	
Public Safety Facility	P	P	P	
Recreational Vehicle Parks	P	C	C	
Religious Institutions	P	AUP	AUP	
Schools, Private and Special/Studios	P	AUP ¹	AUP ¹	
Schools, Public	P	P	P	
Theaters and Auditoriums ^{16, 17}	P	C	C	
Urban Agriculture				
Aquaculture	P	P	P	RCMC 23.904.030
Community Garden, Public	C	C	C	RCMC 23.904.030
Community Garden, Private	P	P	P	RCMC 23.904.030
Market Garden	P	P	P	RCMC 23.904.030
Private Garden	P	P	P	RCMC 23.904.030
Urban Ag Stand	P ¹¹	P ¹¹	P ¹¹	RCMC 23.904.030
Utility, Transportation, and Communication Use Listings				
Broadcasting and Recording Studios	P	P	P	
Bus and Transit Shelters	P	P	P	
Freight Yard/Truck Terminal	N	P ²	P ²	
Fuel Storage and Distribution	N	P ²	P	
Heliports	C	C	C	
Park and Ride Facility	P	P	P	
Parking Facility	P	P	P	
Telecommunication Facility	AUP	AUP	AUP	RCMC 23.907.020

ITEM 18.1.

ATTACHMENT 2 Exhibit A to the Ordinance

Land Use Category	GC	M-1	M-2	Specific Use Regulations
Transit Facilities	N	P	P	
Transit Stations and Terminals	P	P	P	
Utility Facilities and Infrastructure	AUP	P	P	RCMC 23.907.030
Retail, Service, and Office Use Listings				
Alcoholic Beverage Sales ¹⁰	C ⁴	C ³	C ³	
Ambulance Service	AUP	AUP	AUP	
Animal Sales and Grooming	P	AUP	AUP	
Art, Antique, Collectable	P	AUP	AUP	
Artisan Shops	P	AUP	AUP	
Banks and Financial Services	P	AUP	AUP	
Bars and Nightclubs ¹⁰	C	C	C	
Brew Pub ¹⁰	P	AUP	AUP	
Building Materials Stores and Yards	P	P ²	P ²	
Business Support Services	P	P ²	P ²	
Call Centers	AUP	AUP	AUP	
Child Day Care Facility	P	C	N	
Commercial Marijuana Uses	N	N	N	
Consignment Store	P	N	N	
Convenience Stores	P ¹²	C ¹²	C ¹²	RCMC 23.910.020
Drive-In and Drive-Through Sales and Service	P	C	C	RCMC 23.910.030
Equipment Sales and Rental	P ^{2, 8}	P ^{2, 8}	P	
Furniture, Furnishings, and Appliance Stores	P	P ²	AUP	
Garden Center/Plant Nursery	P	P ²	AUP	
Grocery Stores/Supermarket	P	AUP	AUP	
Home Improvement Supplies	P ²	P ²	P	
Hotels and Motels ^{16, 17}	P	N	N	
Hotels and Motels, Extended Stay ^{16, 17}	P	N	N	
Kennels, Commercial	AUP	AUP	AUP	
Maintenance and Repair, Small Equipment	P ²	P	P	
Medical Services, General	P	AUP	AUP	
Medical Services, Extended Care	P	N	N	
Medical Services, Hospitals	P	AUP	P	
Mortuaries and Funeral Homes	P	C	C	

ITEM 18.1.

ATTACHMENT 2 Exhibit A to the Ordinance

Land Use Category	GC	M-1	M-2	Specific Use Regulations
Neighborhood Market	P	AUP	AUP	
Offices, Business and Professional	P	AUP	AUP	
Offices, Accessory	P ⁶	P ⁶	P ⁷	
Personal Services	P	AUP	AUP	
Restaurants ¹⁰	P	AUP	AUP	
Retail, Accessory	P ⁶	P ⁶	P ⁷	
Retail, General	P	AUP	AUP	
Retail, Warehouse Club	P	AUP	AUP	
Smokers' Lounge, Hookah Bar, E-Cigarette Lounge, Vapor Lounge	P	P	N	RCMC 23.919.100; specific distance and other requirements
Tasting Room, Off-Site ¹⁰	P	AUP	AUP	
Veterinary Facility	P	P ²	P ²	
Automobile and Vehicle Uses				
Auto and Vehicle Dismantling	N	N	C	RCMC 23.913.020
Auto and Vehicle Sales	AUP	AUP ⁵	AUP ⁵	RCMC 23.913.040
Auto and Vehicle Rental	P ⁹	P ⁹	P ⁹	RCMC 23.913.040
Auto and Vehicle Sales, Wholesale	AUP ⁵	AUP	AUP	RCMC 23.913.040
Auto and Vehicle Storage	P ²	P ²	P ²	
Auto Parts Sales	P ²	P ²	P ²	
Car Washing	C	P	P	RCMC 23.913.050
Detailing/Waterless Car Wash	AUP	P	P	
Service Stations	C	C	C	RCMC 23.913.030
Vehicle Services, Major	P ²	P ²	P ²	
Vehicle Services, Minor	P ²	P ²	P ²	
Industrial, Manufacturing, and Processing Uses				
Agricultural Products Processing	N	C	P	
Artisanal and Specialty Manufacture, Display and Sales	P	AUP	AUP	
Brewery, Winery, Distillery	N	P ¹⁵	P ¹⁵	
Junk Tire Facility	N	N	P	RCMC 23.916.020
Manufacturing, Major	N	AUP ²	P	
Manufacturing, Minor	N	P ²	P	
Manufacturing, Small Scale	P	P ²	P	
Printing and Publishing	N	P	P	
Recycling Facility, Processing	N	AUP	P	

ITEM 18.1.

ATTACHMENT 2 Exhibit A to the Ordinance

Land Use Category	GC	M-1	M-2	Specific Use Regulations
Recycling Facility, Scrap and Dismantling Facility	N	N	C	
Research and Development	N	P	P	
Storage, Personal Storage Facility	N	P ^{2, 13}	P ¹³	Chapter 23.915 RCMC
Storage, Warehouse	AUP	P ²	P	
Storage, Yards	N	N	P ²	Chapter 23.728 RCMC
Wholesaling and Distribution	P	P ²	P	
Special Regulated Uses				
Card Rooms	N	C	C	RCMC 23.919.020
Check Cashing Businesses	N	N	N	RCMC 23.919.030
Massage Parlor, Massage Establishment	N	N	C ¹⁴	Chapter 4.33 RCMC
Pawnshops	N	N	C	RCMC 23.919.040
Recycling Facility, Collection Facility	N	AUP	P	RCMC 23.919.050
Sexually Oriented Businesses	N	P	P	RCMC 23.919.060
Smoke Shops	N	N	C	RCMC 23.919.070
Tattoo Parlors	N	N	C	RCMC 23.919.080
Thrift Store	N	AUP	C	RCMC 23.919.090

Notes:

- Trade schools permitted by right; all other schools require an AUP.
- Permitted if the entire operation is conducted within a completely enclosed building or screened from view behind a fence or wall.
- Off-site sales of alcohol permitted as an allowed use if incidental to a permitted use (e.g., breweries, wineries). Only retail sale of alcohol is permitted as part of the primary use. All other types of off-site sales (e.g., convenience store) require a conditional use permit. See Wholesaling and Distribution for nonretail sales.
- On-site sales permitted with limited use permit. Off-site requires a conditional use permit.
- Incidental sales up to 15 percent of developed portion of site are permitted as a by-right use and must be fully screened from view or enclosed within a building. Automotive sales that exceed 15 percent of the developed portion of the site or outdoor display areas that are not screened from view may be permitted with the issuance of an administrative use permit.
- All retail, accessory and office, accessory uses are permitted up to a combined 50 percent of total building square footage.
- The following limitations apply to retail, accessory and office, accessory in the M-2 district:
 - Sales are allowed when incidental to a permitted use and sales and stock room area does not exceed 25 percent of total floor area;
 - Offices are allowed when incidental to a permitted use and do not exceed 25 percent of total floor area;
 - Cafes/restaurants are allowed up to 15 percent of building square footage (freestanding restaurants require the issuance of a conditional use permit).
- Up to 50 percent of total building area may be used for storage, warehousing, distribution or similar use as a permitted use. A conditional use permit is required to exceed this percentage.
- This use is permitted if an integral part of the primary use (unrelated, incidental rental operations are not permitted). Additional provisions in RCMC 23.913.040 (Accessory automobile sales and rental uses) apply.
- Uses which serve alcohol for on-site consumption and which have an "on-sale" license from the California Department of Alcoholic Beverage Control must be located at least 250 feet from any adult live theater in which live nude dancing is performed and which is subject to Section 143.3 of the California Code of Regulations.
- On-site urban agriculture stands are allowed up to 120 square feet, on the site of an urban agriculture use consistent with applicable regulations in RCMC 23.904.030.
- See RCMC 23.910.020 (Convenience stores).
- See Chapter 23.915 RCMC (Storage, Personal Storage Facility Development Standards).
- Massage parlors and massage establishments must be located at least 1,000 feet from other massage parlors and massage establishments, as measured from the entrance of each establishment. This shall not apply to any home occupation massage business that is in full compliance with home occupation requirements in Chapter 23.901 RCMC.
- Over 20,000 square feet requires an administrative use permit.
- On-site consumption of food is considered a permitted use if the related primary use is a permitted use.
- On-site consumption of alcohol, as an accessory use to a permitted use, requires approval of an administrative use permit.

Title 23, Article 9

Chapter 23.902 Emergency Shelters

Note to Reader: Section placeholders to indicate the sections between changed subsections remain the same are indicated with three stars (*)**.

Article 9. Specific Use Provisions

- 23.901 Residential Uses
- 23.902 Emergency Shelters
- 23.904 Agricultural, Resource, and Open Space Uses
- 23.907 Utility, Transportation, and Communication Uses
- 23.910 Retail, Service, Convenience Store, and Office Uses
- 23.913 Automotive and Vehicle Uses
- 23.915 Storage, Personal Storage Facility Development Standards
- 23.916 Industrial, Manufacturing, and Processing Uses
- 23.919 Special Regulated Uses
- 23.922 Temporary Uses
- 23.925 Medical Marijuana Dispensaries and Commercial Marijuana Uses
- 23.930 Tenant Protection

CHAPTER 23.902 EMERGENCY SHELTERS

Chapter 23.902.010 Purpose and intent

General Plan housing element identifies the City's need to provide equal access to housing for people with special needs, including encouraging the development of emergency housing. It is the intent of this chapter to provide for adequate development and operational standards to ensure appropriate housing and services for special needs populations are met.

Chapter 23.902.020 Definitions

Terms unique to this chapter are listed in RCMC Section 23.1104.040

Chapter 23.902.030 Permit requirements and exemptions

Emergency shelter facilities are permitted pursuant to this Chapter. Additionally:

- A. Emergency shelter facilities shall comply with all Federal and California State licensing requirements.
- B. Emergency shelter facilities shall comply with all applicable California Building and Fire Codes, including maximum occupancy restrictions.

Chapter 23.902.040 Development and operational standards

Emergency shelter shall comply with all standards provided by this chapter.

A. Development Standards.

- 1. Location and Separation.
 - a. All emergency shelter programs must be situated more than three hundred (300' 0") feet from any other emergency shelter or day program serving primarily homeless individuals or households.
- 2. Physical Characteristics.
 - a. No more than 75 beds shall be provided in any single Emergency Shelter, except:
 - 1. In response to a disaster; or
 - 2. As authorized by a Use Permit approved by the Council.
 - b. Emergency shelter facilities shall comply with all current provisions of the California Building and Fire Codes, beginning with those listed in Appendix O, Emergency Housing of the California Building Code.

B. Operational Standards.

ITEM 18.1.

ATTACHMENT 2 Exhibit A to the Ordinance

1. There shall be space inside the building so that prospective and current residents are not required to wait on sidewalks or any other public rights-of-way.
2. The emergency shelter shall provide accommodations appropriate for a maximum stay of one hundred eighty (180) days per client/family.
3. The emergency shelter shall provide security on site during hours of operation.
4. Emergency shelters shall provide on-site management and support staff at all times during shelter use. The manager's area shall be located near the entry to the facility.
5. Parking standards – one (1) space per staff and one (1) space per 10 beds.

Title 23, Article 11

Chapter 23.1104 General Definitions

ITEM 18.1.

**ATTACHMENT 2
Exhibit A to the Ordinance**

Note to Reader: Section placeholders to indicate the sections between changed subsections remain the same are indicated with three stars (*)**.

**Chapter 23.1104
GENERAL DEFINITIONS**

23.1104.040 Land use definitions.

“Emergency Shelter” means a facility for the temporary overnight shelter of persons experiencing homelessness, that is operated by a public or non-profit agency. Does not include charitable food distribution, which is not regulated by this Zoning Code.

Rancho Cordova

Municipal Code Amendments

Title 23, Article 3

Chapter 23.316 General Commercial and Industrial Zones

Note to Reader: Section placeholders to indicate the sections between changed subsections remain the same are indicated with three stars (*).**

Chapter 23.316 GENERAL COMMERCIAL AND INDUSTRIAL ZONES

23.316.030 Allowed land uses and permit requirements.

Table 23.316-1 identifies allowed uses and corresponding requirements for the general commercial and industrial zoning districts subject to compliance with Chapter 23.304 RCMC (Land Use Classification) and all other provisions of this title. Descriptions/definitions of the land uses can be found in Article 11 of this title (Definitions). The specific use regulations column in the table identifies the specific chapter or section where additional regulations for that use type are located within this title.

This zoning code relies upon a generalized list of allowed and conditionally allowed uses. Some interpretation is required to determine whether or not a specific use falls into a particular use category. Typically a use clearly falls into a particular category, but three additional tools are provided in this title to identify the appropriate use category when necessary:

A. RCMC 23.1104.040 (Land use definitions) includes land use descriptions.

B. Similar Use Determinations. For uses that are not listed in Table 23.316-1 or where it is not clear whether a use would be permitted, a similar use determination can be processed according to Chapter 23.122 RCMC (Similar Use Determinations). All of the definitions, tables and other provisions of this title, in addition to the operational characteristics of the intended use, can be used to make a similar use determination.

Use regulations in the table are shown with a representative symbol by use classification listing: “P” symbolizes uses allowed by right, “AUP” symbolizes uses that require approval of an administrative use permit, “C” symbolizes uses that require approval of a conditional use permit, and “N” symbolizes uses that are not permitted.

**Table 23.316-1: Allowed Use and Permit Requirements for
General Commercial and Industrial Zoning Districts**

Land Use Category	GC	M-1	M-2	Specific Use Regulations
Residential Uses				
Caretaker Housing	P	P	AUP	RCMC 23.901.020
Dwelling, Multifamily	P	C	N	RCMC 23.901.070 (if senior independent living)
Emergency Shelters	C	CP	C	
Home Occupations	P	P	N	RCMC 23.901.030
Live-Work Facility	P	P	N	RCMC 23.901.040
Mobile Home Park	C	N	N	RCMC 23.901.050

ITEM 18.1.

ATTACHMENT 3

Land Use Category	GC	M-1	M-2	Specific Use Regulations
Single-Room Occupancy (SRO)	C	C	N	
Transitional Housing	P	P	N	
Agriculture, Resource, and Open Space Uses				
Beekeeping	N	N	N	Chapter 8.12 RCMC
Recreation, Education, and Public Assembly Uses				
Cemeteries, Mausoleums	C	C	C	
Clubs, Lodges, and Private Meeting Halls	P	P	P	
Indoor Amusement/Entertainment Facility ^{16, 17}	P	AUP	AUP	
Indoor Fitness and Sports Facility ^{16, 17}	P	AUP	AUP	
Libraries and Museums	P	P	C	
Outdoor Commercial Recreation ^{16, 17}	C	C	C	
Public Safety Facility	P	P	P	
Recreational Vehicle Parks	P	C	C	
Religious Institutions	P	AUP	AUP	
Schools, Private and Special/Studios	P	AUP ¹	AUP ¹	
Schools, Public	P	P	P	
Theaters and Auditoriums ^{16, 17}	P	C	C	
Urban Agriculture				
Aquaculture	P	P	P	RCMC 23.904.030
Community Garden, Public	C	C	C	RCMC 23.904.030
Community Garden, Private	P	P	P	RCMC 23.904.030
Market Garden	P	P	P	RCMC 23.904.030
Private Garden	P	P	P	RCMC 23.904.030
Urban Ag Stand	P ¹¹	P ¹¹	P ¹¹	RCMC 23.904.030
Utility, Transportation, and Communication Use Listings				
Broadcasting and Recording Studios	P	P	P	
Bus and Transit Shelters	P	P	P	
Freight Yard/Truck Terminal	N	P ²	P ²	
Fuel Storage and Distribution	N	P ²	P	
Heliports	C	C	C	
Park and Ride Facility	P	P	P	
Parking Facility	P	P	P	
Telecommunication Facility	AUP	AUP	AUP	RCMC 23.907.020

ITEM 18.1.

ATTACHMENT 3

Land Use Category	GC	M-1	M-2	Specific Use Regulations
Transit Facilities	N	P	P	
Transit Stations and Terminals	P	P	P	
Utility Facilities and Infrastructure	AUP	P	P	RCMC 23.907.030
Retail, Service, and Office Use Listings				
Alcoholic Beverage Sales ¹⁰	C ⁴	C ³	C ³	
Ambulance Service	AUP	AUP	AUP	
Animal Sales and Grooming	P	AUP	AUP	
Art, Antique, Collectable	P	AUP	AUP	
Artisan Shops	P	AUP	AUP	
Banks and Financial Services	P	AUP	AUP	
Bars and Nightclubs ¹⁰	C	C	C	
Brew Pub ¹⁰	P	AUP	AUP	
Building Materials Stores and Yards	P	P ²	P ²	
Business Support Services	P	P ²	P ²	
Call Centers	AUP	AUP	AUP	
Child Day Care Facility	P	C	N	
Commercial Marijuana Uses	N	N	N	
Consignment Store	P	N	N	
Convenience Stores	P ¹²	C ¹²	C ¹²	RCMC 23.910.020
Drive-In and Drive-Through Sales and Service	P	C	C	RCMC 23.910.030
Equipment Sales and Rental	P ^{2, 8}	P ^{2, 8}	P	
Furniture, Furnishings, and Appliance Stores	P	P ²	AUP	
Garden Center/Plant Nursery	P	P ²	AUP	
Grocery Stores/Supermarket	P	AUP	AUP	
Home Improvement Supplies	P ²	P ²	P	
Hotels and Motels ^{16, 17}	P	N	N	
Hotels and Motels, Extended Stay ^{16, 17}	P	N	N	
Kennels, Commercial	AUP	AUP	AUP	
Maintenance and Repair, Small Equipment	P ²	P	P	
Medical Services, General	P	AUP	AUP	
Medical Services, Extended Care	P	N	N	
Medical Services, Hospitals	P	AUP	P	
Mortuaries and Funeral Homes	P	C	C	

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ATTACHMENT 3

Land Use Category	GC	M-1	M-2	Specific Use Regulations
Neighborhood Market	P	AUP	AUP	
Offices, Business and Professional	P	AUP	AUP	
Offices, Accessory	P ⁶	P ⁶	P ⁷	
Personal Services	P	AUP	AUP	
Restaurants ¹⁰	P	AUP	AUP	
Retail, Accessory	P ⁶	P ⁶	P ⁷	
Retail, General	P	AUP	AUP	
Retail, Warehouse Club	P	AUP	AUP	
Smokers' Lounge, Hookah Bar, E-Cigarette Lounge, Vapor Lounge	P	P	N	RCMC 23.919.100; specific distance and other requirements
Tasting Room, Off-Site ¹⁰	P	AUP	AUP	
Veterinary Facility	P	P ²	P ²	
Automobile and Vehicle Uses				
Auto and Vehicle Dismantling	N	N	C	RCMC 23.913.020
Auto and Vehicle Sales	AUP	AUP ⁵	AUP ⁵	RCMC 23.913.040
Auto and Vehicle Rental	P ⁹	P ⁹	P ⁹	RCMC 23.913.040
Auto and Vehicle Sales, Wholesale	AUP ⁵	AUP	AUP	RCMC 23.913.040
Auto and Vehicle Storage	P ²	P ²	P ²	
Auto Parts Sales	P ²	P ²	P ²	
Car Washing	C	P	P	RCMC 23.913.050
Detailing/Waterless Car Wash	AUP	P	P	
Service Stations	C	C	C	RCMC 23.913.030
Vehicle Services, Major	P ²	P ²	P ²	
Vehicle Services, Minor	P ²	P ²	P ²	
Industrial, Manufacturing, and Processing Uses				
Agricultural Products Processing	N	C	P	
Artisanal and Specialty Manufacture, Display and Sales	P	AUP	AUP	
Brewery, Winery, Distillery	N	P ¹⁵	P ¹⁵	
Junk Tire Facility	N	N	P	RCMC 23.916.020
Manufacturing, Major	N	AUP ²	P	
Manufacturing, Minor	N	P ²	P	
Manufacturing, Small Scale	P	P ²	P	
Printing and Publishing	N	P	P	
Recycling Facility, Processing	N	AUP	P	

Land Use Category	GC	M-1	M-2	Specific Use Regulations
Recycling Facility, Scrap and Dismantling Facility	N	N	C	
Research and Development	N	P	P	
Storage, Personal Storage Facility	N	P ^{2, 13}	P ¹³	Chapter 23.915 RCMC
Storage, Warehouse	AUP	P ²	P	
Storage, Yards	N	N	P ²	Chapter 23.728 RCMC
Wholesaling and Distribution	P	P ²	P	
Special Regulated Uses				
Card Rooms	N	C	C	RCMC 23.919.020
Check Cashing Businesses	N	N	N	RCMC 23.919.030
Massage Parlor, Massage Establishment	N	N	C ¹⁴	Chapter 4.33 RCMC
Pawnshops	N	N	C	RCMC 23.919.040
Recycling Facility, Collection Facility	N	AUP	P	RCMC 23.919.050
Sexually Oriented Businesses	N	P	P	RCMC 23.919.060
Smoke Shops	N	N	C	RCMC 23.919.070
Tattoo Parlors	N	N	C	RCMC 23.919.080
Thrift Store	N	AUP	C	RCMC 23.919.090

Notes:

- Trade schools permitted by right; all other schools require an AUP.
- Permitted if the entire operation is conducted within a completely enclosed building or screened from view behind a fence or wall.
- Off-site sales of alcohol permitted as an allowed use if incidental to a permitted use (e.g., breweries, wineries). Only retail sale of alcohol is permitted as part of the primary use. All other types of off-site sales (e.g., convenience store) require a conditional use permit. See Wholesaling and Distribution for nonretail sales.
- On-site sales permitted with limited use permit. Off-site requires a conditional use permit.
- Incidental sales up to 15 percent of developed portion of site are permitted as a by-right use and must be fully screened from view or enclosed within a building. Automotive sales that exceed 15 percent of the developed portion of the site or outdoor display areas that are not screened from view may be permitted with the issuance of an administrative use permit.
- All retail, accessory and office, accessory uses are permitted up to a combined 50 percent of total building square footage.
- The following limitations apply to retail, accessory and office, accessory in the M-2 district:
 - Sales are allowed when incidental to a permitted use and sales and stock room area does not exceed 25 percent of total floor area;
 - Offices are allowed when incidental to a permitted use and do not exceed 25 percent of total floor area;
 - Cafes/restaurants are allowed up to 15 percent of building square footage (freestanding restaurants require the issuance of a conditional use permit).
- Up to 50 percent of total building area may be used for storage, warehousing, distribution or similar use as a permitted use. A conditional use permit is required to exceed this percentage.
- This use is permitted if an integral part of the primary use (unrelated, incidental rental operations are not permitted). Additional provisions in RCMC 23.913.040 (Accessory automobile sales and rental uses) apply.
- Uses which serve alcohol for on-site consumption and which have an "on-sale" license from the California Department of Alcoholic Beverage Control must be located at least 250 feet from any adult live theater in which live nude dancing is performed and which is subject to Section 143.3 of the California Code of Regulations.
- On-site urban agriculture stands are allowed up to 120 square feet, on the site of an urban agriculture use consistent with applicable regulations in RCMC 23.904.030.
- See RCMC 23.910.020 (Convenience stores).
- See Chapter 23.915 RCMC (Storage, Personal Storage Facility Development Standards).
- Massage parlors and massage establishments must be located at least 1,000 feet from other massage parlors and massage establishments, as measured from the entrance of each establishment. This shall not apply to any home occupation massage business that is in full compliance with home occupation requirements in Chapter 23.901 RCMC.
- Over 20,000 square feet requires an administrative use permit.
- On-site consumption of food is considered a permitted use if the related primary use is a permitted use.
- On-site consumption of alcohol, as an accessory use to a permitted use, requires approval of an administrative use permit.

Title 23, Article 9

Chapter 23.902 Emergency Shelters

Note to Reader: Section placeholders to indicate the sections between changed subsections remain the same are indicated with three stars (*).**

Article 9. Specific Use Provisions

- 23.901 Residential Uses
- 23.902 Emergency Shelters
- 23.904 Agricultural, Resource, and Open Space Uses
- 23.907 Utility, Transportation, and Communication Uses
- 23.910 Retail, Service, Convenience Store, and Office Uses
- 23.913 Automotive and Vehicle Uses
- 23.915 Storage, Personal Storage Facility Development Standards
- 23.916 Industrial, Manufacturing, and Processing Uses
- 23.919 Special Regulated Uses
- 23.922 Temporary Uses
- 23.925 Medical Marijuana Dispensaries and Commercial Marijuana Uses
- 23.930 Tenant Protection

CHAPTER 23.902 EMERGENCY SHELTERS

Chapter 23.902.010 Purpose and intent

General Plan housing element identifies the City's need to provide equal access to housing for people with special needs, including encouraging the development of emergency housing. It is the intent of this chapter to provide for adequate development and operational standards to ensure appropriate housing and services for special needs populations are met.

Chapter 23.902.020 Definitions

Terms unique to this chapter are listed in RCMC Section 23.1104.040

Chapter 23.902.030 Permit requirements and exemptions

Emergency shelter facilities are permitted pursuant to this Chapter. Additionally:

A. Emergency shelter facilities shall comply with all Federal and California State licensing requirements.

B. Emergency shelter facilities shall comply with all applicable California Building and Fire Codes, including maximum occupancy restrictions.

Chapter 23.902.040 Development and operational standards

Emergency shelter shall comply with all standards provided by this chapter.

A. Development Standards.

1. Location and Separation.

a. All emergency shelter programs must be situated more than three hundred (300' 0") feet from any other emergency shelter or day program serving primarily homeless individuals or households.

2. Physical Characteristics.

a. No more than 75 beds shall be provided in any single Emergency Shelter, except:

1. In response to a disaster; or

2. As authorized by a Use Permit approved by the Council.

b. Emergency shelter facilities shall comply with all current provisions of the California Building and Fire Codes, beginning with those listed in Appendix O, Emergency Housing of the California Building Code.

B. Operational Standards.

1. There shall be space inside the building so that prospective and current residents are not required to wait on sidewalks or any other public rights-of-way.
2. The emergency shelter shall provide accommodations appropriate for a maximum stay of one hundred eighty (180) days per client/family.
3. The emergency shelter shall provide security on site during hours of operation.
4. Emergency shelters shall provide on-site management and support staff at all times during shelter use. The manager's area shall be located near the entry to the facility.
5. Parking standards – one (1) space per staff and one (1) space per 10 beds.

Title 23, Article 11

Chapter 23.1104

General Definitions

Note to Reader: Section placeholders to indicate the sections between changed subsections remain the same are indicated with three stars (*)**.

**Chapter 23.1104
GENERAL DEFINITIONS**

23.1104.040 Land use definitions.

“Emergency Shelter” means a facility for the temporary overnight shelter of persons experiencing homelessness, that is operated by a public or non-profit agency. Does not include charitable food distribution, which is not regulated by this Zoning Code.

MEMORANDUM



ITEM 18.2.

DATE: March 15, 2021
TO: Honorable Mayor and Council Members
FROM: Amanda Norton, Economic Development Manager
SUBJECT: **PUBLIC MEETING TO RENEW THE RANCHO CORDOVA TOURISM BUSINESS IMPROVEMENT DISTRICT**

RECOMMENDATION

Open public testimony to allow members of the public to provide comments on the renewal of the Rancho Cordova Tourism Marketing District (RCTBID).

RESULT OF RECOMMENDED ACTION

The City Council does not take any action at the public meeting. Holding the public meeting is a required element of the RCTBID renewal process.

BACKGROUND

The RCTBID is a benefit assessment district proposed to continue a revenue source to help fund marketing and sales promotion efforts for Rancho Cordova lodging businesses. This approach has been used successfully in other destination areas throughout the state to improve tourism and drive additional room nights to assessed lodging businesses. The renewed RCTBID includes all lodging businesses with two (2) rooms or more located within the boundaries of the City of Rancho Cordova.

Lodging business owners decided to pursue renewal of the RCTBID in order to continue a revenue source devoted to marketing Rancho Cordova as a tourist, meeting and event destination. If renewed, the RCTBID would generate approximately \$2,490,000 on an annual basis for promotion of travel and tourism specific to Rancho Cordova.

The RCTBID shall be formed pursuant to the Property and Business Improvement District Law of 1994 (PBID Law). PBID Law requires that a public meeting be held prior to the adoption of any new or increased assessment pursuant to Section 54954.6 of the Government Code. The public meeting is the third step in the district renewal process and is intended to allow public

testimony regarding the renewed assessment. No action is taken by Council during this step.

TOURISM BUSINESS IMPROVEMENT DISTRICTS

Tourism Business Improvement Districts (TBIDs) utilize the efficiencies of private sector operation in the market-based promotion of tourism. These special assessment districts allow lodging business owners to organize their efforts to increase tourism. Lodging business owners within the TBID fund the TBID, and those funds are used to provide services that are desired by and benefit the lodging businesses within the TBID.

TBID benefits:

- Funds cannot be diverted for other government programs
- They are customized to fit the needs of each destination
- They allow for a wide range of services; including: destination marketing, tourism promotion, and sales lead generation
- They are designed, created and governed by those who will pay the assessment
- They provide a stable funding source for tourism promotion

In California, TBIDs are primarily formed pursuant to PBID Law. This law allows for the creation of a special benefit assessment district to raise funds within a specific geographic area. The key difference between TBIDs and other special benefit assessment districts is that funds raised are returned to the private non-profit corporation governing the TBID.

MANAGEMENT DISTRICT PLAN

The Management District Plan (Attachment 1) includes the proposed boundary of the renewed RCTBID, a service plan and budget and a proposed means of governance. The RCTBID will include all lodging businesses with two (2) rooms or more located within the boundaries of the City of Rancho Cordova.

The renewed RCTBID will have a ten (10) year term, beginning July 1, 2021 through June 30, 2031. The assessment will be implemented beginning July 1, 2021. Once per year beginning on the anniversary of RCTBID renewal there is a thirty (30) day period in which business owners paying fifty percent (50%) or more of the assessment may protest and begin proceedings to terminate the RCTBID.

The annual assessment rate is four and one half of one percent (4.5%) of gross room rental revenue. At the City of Rancho Cordova City Council's discretion, assessments collected may be used to repay a capital infrastructure bond if the City Council chooses to issue bonds. Until and unless bonds are issued, any funds collected by the RCTBID will be used towards the

services outlined in the Management District Plan. Based on the benefit received, assessments will not be collected on: charges incurred by a person in the performance of official duties as an officer or employee of a local, state or federal government entity, or by government-sponsored corporate charge card. The assessment of four and one half of one percent (4.5%) of gross room rental revenue as levied pursuant to the Management District Plan will also not be collected on stays pursuant to contracts executed prior to July 1, 2021. Stays pursuant to contracts executed between September 1, 2013 and June 30, 2021 shall instead be subject to assessment at the rate of \$1.50 per paid occupied room per night. During the ten (10) year term, the assessment rate may be increased annually by the RCTBID Owners' Association by a maximum of one percent (1%) of gross room rental revenue per year, as described in the Management District Plan. The total assessment rate may not exceed ten percent (10%).

The City of Rancho Cordova (City) will be responsible for collecting the assessment on a monthly basis (including any delinquencies, penalties and interest) from each lodging business in their respective jurisdictions located in the boundaries of the RCTBID. The City shall take all reasonable efforts to collect the assessments from each lodging business.

RCTBID RENEWAL PROCESS

March 1, 2021 RESOLUTION OF INTENTION HEARING

Upon the submission of a written petition, signed by the business owners in the renewed district who will pay more than fifty percent (50%) of the assessments proposed to be levied, the City Council may initiate proceedings to renew a district by the adoption of a resolution expressing its intention to renew a district.

Petition Status: Petitions in favor of RCTBID renewal were submitted by nine (9) lodging businesses, which represent 52.56% of the total RCTBID assessment. This majority petition allows the Council to initiate proceedings for RCTBID renewal at the March 1, 2021 meeting.

March 4, 2021 NOTICE

PBID Law requires the City to mail written notice to the owners of all businesses proposed to be within the RCTBID. Mailing the notice begins a mandatory forty-five (45) day period in which owners may protest RCTBID renewal.

March 15, 2021 PUBLIC MEETING

Allow public testimony on the renewal of the RCTBID and levy of assessments. No Council action required.

April 19, 2021 FINAL PUBLIC HEARING

If written protests are received from the owners of businesses in the renewed RCTBID which will pay more than fifty percent (50%) of the assessments proposed to be levied and protests are not withdrawn so as to reduce the protests to less than fifty percent (50%), no further proceedings to levy the proposed assessment against such businesses shall be taken for a period of one (1) year from the date of the finding of a majority protest by the Council.

At the conclusion of the public hearing to renew the RCTBID, the Council may adopt, revise, change, reduce, or modify the proposed assessment or the type or types of improvements and activities to be funded with the revenues from the assessments. Proposed assessments may only be revised by reducing any or all of them.

If the Council, following the public hearing, decides to establish the renewed RCTBID, the Council shall adopt a resolution of renewal.

FISCAL IMPACT AND FUNDING SOURCE

There is no Fiscal Impact.

ATTACHMENT(S)

1. RCTBID Renewal MDP 11-24-20 FNL



Photo Credit: City of Rancho Cordova

RANCHO CORDOVA TOURISM BUSINESS IMPROVEMENT DISTRICT MANAGEMENT DISTRICT PLAN

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VISIT 
**RANCHO
CORDOVA**
CALIFORNIA

I. OVERVIEW

Developed by Rancho Cordova Travel & Tourism Corporation (RCTTC) and Rancho Cordova hoteliers, the Rancho Cordova Tourism Business Improvement District (RCTBID) is an assessment district proposed to provide specific benefits to payors, by funding marketing and sales promotion efforts for assessed businesses. This approach has been used successfully in other destination areas throughout the country to provide the benefit of additional room night sales directly to payors.

Location: RCTBID includes all lodging businesses with two (2) rooms or more located within the boundaries of the City of Rancho Cordova, and portions of the County of Sacramento, as shown on the map in Section III.

Services: RCTBID is designed to provide specific benefits directly to payors by increasing awareness and demand for room night sales. Marketing and sales promotions, destination development, and destination recovery and crisis response programs will increase demand for overnight tourism and market payors as tourist, meeting and event destinations, thereby increasing demand for room night sales.

Budget: The total RCTBID annual budget for the initial year of its ten (10) year operation is anticipated to be approximately \$2,490,000. This amount may fluctuate as room sales do.

Cost: The annual assessment rate is four and one half of one percent (4.5%) of gross room rental revenue. At the City of Rancho Cordova City Council's discretion, assessments collected may be used to repay a capital infrastructure bond if the City Council chooses to issue bonds. Until and unless bonds are issued, any funds collected by the RCTBID will be used towards the services outlined in this Plan. Based on the benefit received, assessments will not be collected on: charges incurred by a person in the performance of official duties as an officer or employee of a local, state or federal government entity, or by government-sponsored corporate charge card. The assessment of four and one half of one percent (4.5%) of gross room rental revenue as levied pursuant to this Plan will also not be collected on stays pursuant to contracts executed prior to July 1, 2021. Stays pursuant to contracts executed between September 1, 2013 and June 30, 2021 shall instead be subject to assessment at the rate of \$1.50 per paid occupied room per night. During the ten (10) year term, the assessment rate may be increased annually by the RCTBID Owners' Association by a maximum of one percent (1%) of gross room rental revenue per year, as described in Section IV. The total assessment rate may not exceed ten percent (10%).

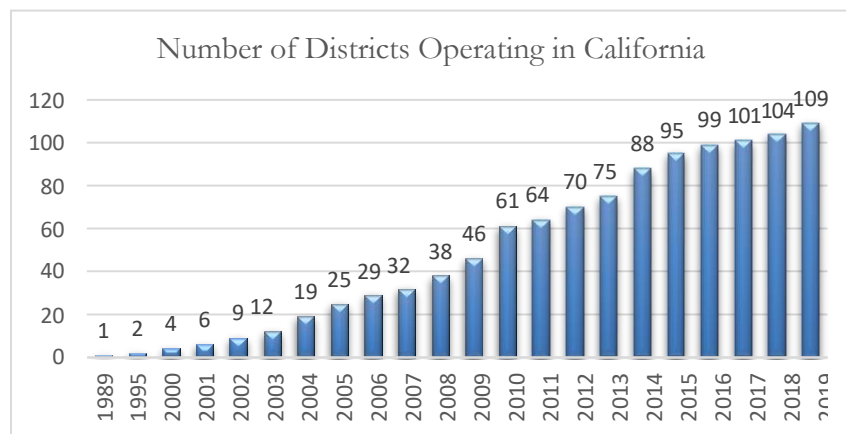
Collection: The City of Rancho Cordova (City) will be responsible for collecting the assessment on a monthly basis (including any delinquencies, penalties and interest) from each lodging business in their respective jurisdictions located in the boundaries of the RCTBID. The City shall take all reasonable efforts to collect the assessments from each lodging business.

Duration: RCTBID will have a ten (10) year life, beginning July 1, 2021 through June 30, 2031. Once per year, beginning on the anniversary of RCTBID renewal, there is a thirty (30) day period in which owners paying fifty percent (50%) or more of the assessment may protest and initiate a City Council hearing on RCTBID termination.

Management: Rancho Cordova Travel and Tourism Corporation (RCTTC) will continue to serve as the RCTBID Owners' Association. The Owners' Association is charged with managing funds and implementing programs in accordance with this Plan, and must provide annual reports to the City Council.

II. BACKGROUND

TBIDs are an evolution of the traditional Business Improvement District. The first TBID was formed in West Hollywood, California in 1989. Since then, over 100 California destinations have followed suit. In recent years, other states have begun adopting the California model – Montana, South Dakota, Washington, Colorado, Texas and Louisiana have adopted TBID laws. Several other states are in the process of adopting their own legislation. The cities of Wichita, Kansas and Newark, New Jersey used an existing business improvement district law to form a TBID. And, some cities, like Portland, Oregon and Memphis, Tennessee have utilized their home rule powers to create TBIDs without a state law.



California's TBIDs collectively raise over \$275 million annually for local destination marketing. With competitors raising their budgets, and increasing rivalry for visitor dollars, it is important that Rancho Cordova lodging businesses continue to invest in stable, lodging-specific marketing programs.

TBIDs utilize the efficiencies of private sector operation in the market-based promotion of tourism districts. TBIDs allow lodging business owners to organize their efforts to increase demand for room night sales. Lodging business owners within the TBID pay an assessment and those funds are used to provide services that increase demand for room night sales.

In California, most TBIDs are formed pursuant to the Property and Business Improvement District Law of 1994. This law allows for the creation of a benefit assessment district to raise funds within a specific geographic area. *The key difference between TBIDs and other benefit assessment districts is that funds raised are returned to the private non-profit corporation governing the district.*

There are many benefits to TBIDs:

- Funds must be spent on services and improvements that provide a specific benefit only to those who pay;
- Funds cannot be diverted to general government programs;
- They are customized to fit the needs of payors in each destination;
- They allow for a wide range of services;
- They are **designed, created and governed by those who will pay** the assessment; and
- They provide a stable, long-term funding source for tourism promotion.

III. RANCHO CORDOVA TRAVEL & TOURISM CORPORATION ACCOMPLISHMENTS

Established in 2010, but formally organized in 2011, the Rancho Cordova Tourism Business Improvement District (RCTBID) set out to increase the number of district visitors, improve the brand of the destination and increase market share for the hotels in Rancho Cordova. Through robust marketing, brand positioning and consistent relationship management, the Visit Rancho Cordova brand, managed by Rancho Cordova Travel & Tourism Corporation (RCTTC) has accomplished these goals and continues to serve as an asset to the Rancho Cordova community. Since the formation of RCTBID in 2011 through year-end 2019, Occupancy rate increased 49.2%, Average Daily Rate (ADR) increased by 44.1%, and RevPAR increased by 77.6%. Over this same timeframe, nationally the Occupancy rate increased 15.1%. (Source: Statista).

Mission:

To enhance the Rancho Cordova community through the economic and social contributions of travelers to the region. To achieve this, RCTTC markets domestically and internationally and ensures the guest's experience in Northern California is world class.

Vision:

To welcome the world to Rancho Cordova, California.

Values:

Kaizen, Respect, Integrity, Alignment, Innovation

Brand Promise:

When you visit Rancho Cordova, you see the promise of America.

Visitor Promise:

No matter where you're from, you will always be welcome.

Events Sponsored by RCTTC through sponsorship, grant or marketing programs

Events were entirely or in-part contingent on sponsorship bid from RCTTC

- Two-time Host City U.S. Rowing Youth Nationals
- US Rowing Southwest Juniors Championship
- Pac-12 Rowing Championship
- NCAA Rowing Championships
- Amgen Tour of California 2019
- Technique Gymnastics tournaments including the U12 Statewide Championships, Flower Power Invitational, etc.
- Little League Best of the West Tournament
- KOT Rugby Tournament
- Rio Strada Golden State Race Series
- Hangtown Motocross
- California Capital Airshow

Digital Impact

- Average of 50 million impressions per year 2018 and 2019 from digital advertising
- 31k followers across owned social channels with 3.1 million impressions, 43.6k engagements and 10.5k clicks from channels in 2019, alone
- 3,100 e-distribution list with an average open rate of 37.7% (2020) despite national averages being between 15%-20%



- Expert digital marketing partnerships earning over 268k website visits since March of 2018
- Leisure media marketing earning more than \$122,129 in attributed revenue from 479 bookings for 2019, alone
- Website marketing earning more than \$55,523 in attributed revenue from 138 bookings in 2019, alone

Media Familiarization Tours

- Visit California Gold Rush Rally
 - Multi-day, multi-destination FAM in partnership with Visit California
- Visit California Canada Media FAM
 - In partnership with Visit California
- Amgen 2019 FAM
 - In partnership with the AMGEN Tour of California and Visit California

Community Impact

- Multiyear Sacramento Children's Museum Exhibit Sponsor
- Leadership Rancho Cordova
 - In addition to sponsoring Leadership attendees, RCTTC has sponsored Leadership led community projects such as the Hagan Park Dog Park and custom bike racks
 - RCTTC presents Tourism module for each annual Leadership class
- CH&LA PPE - \$200,000 + value
 - Through the Rancho Cordova Travel & Tourism group membership with California Hotel & Lodging Association (CH&LA), the organization was able to distribute \$200k+ in PPE (personal protection equipment) to Rancho Cordova hotels in 2020.
- Established RCPD Hotel Watch Program
- RCTTC fought to remove tax on assessment for district hotels in 2019
- RCTTC represents the interest of Rancho Cordova hotels at the Sacramento County DA/RCPD Crime Reduction Meetings
- 2020 Restaurant business campaigns and engagements in response to the COVID-19 pandemic
- Welcome/Hygiene bags for wildfire evacuees displaced in Rancho Cordova hotels

Trade Shows and Events

- San Diego Travel Show (2018)
- Bay Area Travel Show (2018-2019)
- Visit California Canada Media Mission (2018/2019)
- Cordova Community Council Christmas Tree Lighting (2014-2019)
 - Magic Maker Sponsorship
- IFest (2019)
- Kids Day in the Park (2019)
- Cordova Golf Tournament (2019)
- Rancho Cordova Chamber Golf Scramble (2017-2019)
- LGBTQ Pride Festival (2019)
- CalSAE Seasonal Spectacular (2017-2019)
- Ride the Parkway (2019)
- Run the Parkway (2019)
- Sacramento State Homecoming (2019)
- Business Expo with Rancho Cordova Chamber of Commerce (2015-2019)



Organization Awards

- HSMIA International Marketing Campaign Award – Silver (2020)

RCTTC staff represents the organization on the following Boards, Committees and Associations:

- California Capital Airshow
 - Board Member (2015- present)
- Rancho Cordova Chamber of Commerce
 - Board Member (2015- present)
 - Government Affairs Committee (2019-present)
- California Travel Association
 - Board Member (2019-present)
 - Advocacy Committee
 - COVID Task Force Committee
- Meeting Professionals International (MPI)
 - MPI Global Young Professionals Advisory Council (2019-2020)
 - MPI Sacramento Sierra Nevada Chapter Recruitment Committee (2018-2020)
 - Chair 2020
- Cal SAE
- Gold Country Visitors Association
- Destinations International
- Highway 50 Bike Share Task Force (2018)

Industry recognition

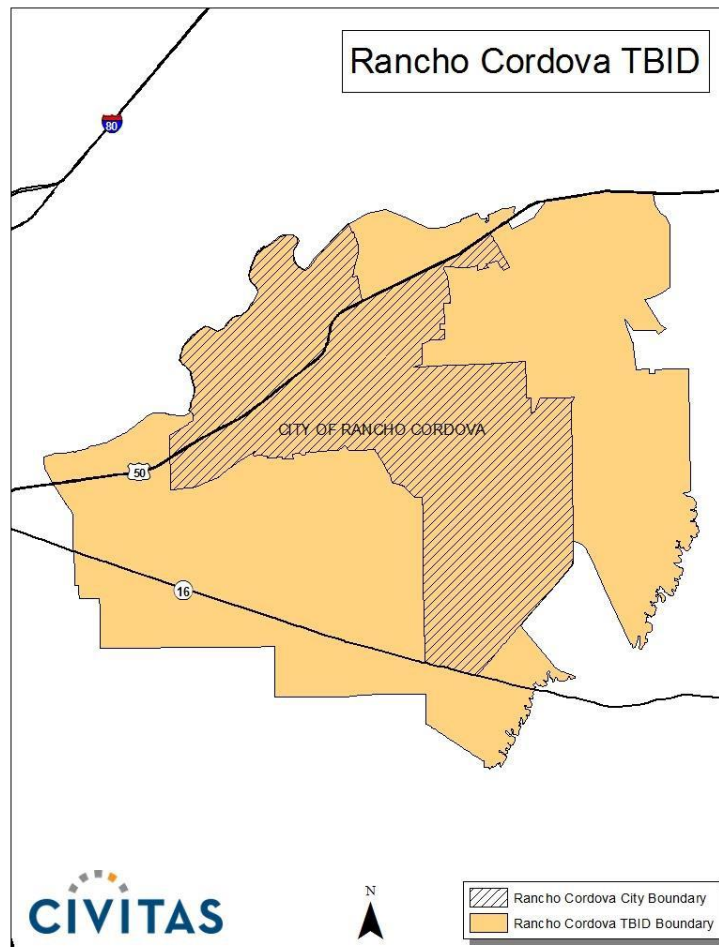
- Executive Director, Marc Sapoznik awarded CDME (Certified Destination Management Executive) 2020
- Marketing Manager, Leena Riggs awarded Cal Travel Association's "30 under 30" 2019

IV. BOUNDARY

The RCTBID will include all lodging businesses existing and in the future with two (2) rooms or more, available for public occupancy within the boundaries of the City of Rancho Cordova and portions of the County of Sacramento.

Lodging business means: any structure, or any portion of any structure, which is occupied or intended or designed for occupancy by transients for dwelling, lodging or sleeping purposes, and includes any hotel, inn, tourist home or house, motel, studio hotel, bachelor hotel, lodging house, rooming house, apartment house, dormitory, public or private club, mobile home or house trailer at a fixed location, or other similar structure or portion thereof.

The boundary, as shown in the map below, currently includes eighteen (18) lodging businesses. A complete listing of lodging businesses within the RCTBID can be found in Appendix 2.



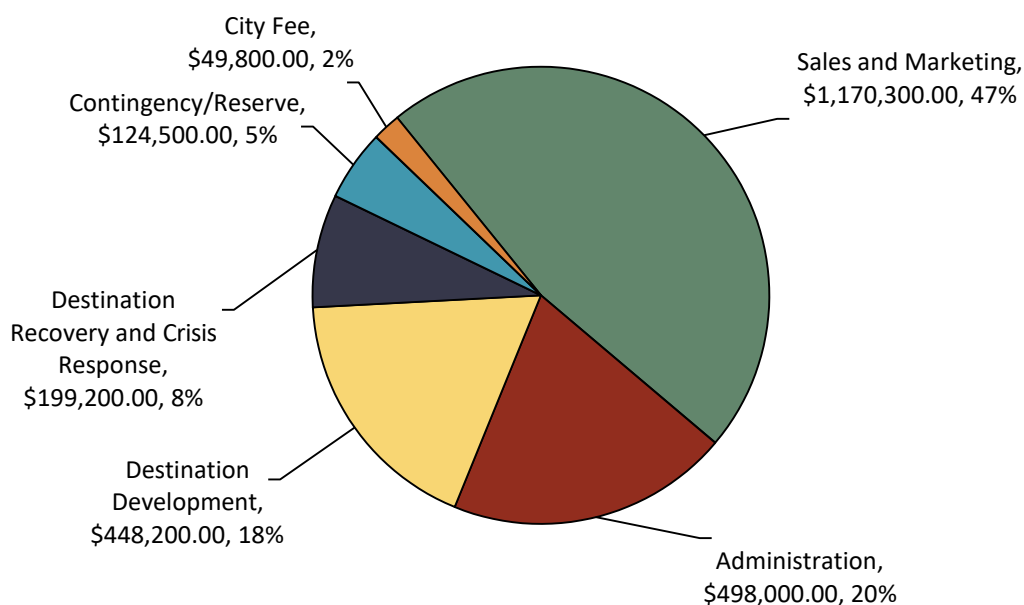
V. BUDGET AND SERVICES

A. Annual Service Plan

Assessment funds will be spent to provide specific benefits conferred or privileges granted directly to assessed businesses, that are not provided to those not charged, and which do not exceed the reasonable cost to the City of conferring the benefits or granting the privileges. The privileges and services provided with the RCTBID funds are sales and marketing promotions, destination development, and destination recovery & crisis response programs available only to assessed businesses.

A service plan budget has been developed to deliver services that benefit the assessed businesses. A detailed annual budget will be developed and approved by RCTTC. The table below illustrates the initial annual budget allocations. The total initial budget is \$2,490,000.

Initial Annual Budget - \$2,490,000



Although actual revenues will fluctuate due to market conditions, the proportional allocations of the budget shall remain the same. However, the City and the RCTTC board shall have the authority to adjust budget allocations between the categories by no more than fifteen percent (15%) of the total budget per year. A description of the proposed improvements and activities for the initial year of operation is below. The same activities are proposed for subsequent years. In the event of a legal challenge against the RCTBID, any and all assessment funds may be used for the costs of defending the RCTBID.

Each budget category includes all costs related to providing that service. For example, the sales and marketing budget includes the cost of staff time dedicated to overseeing and implementing the sales and marketing program. Staff time dedicated purely to administrative tasks is allocated to the administrative portion of the budget. The costs of an individual staff member may be allocated to multiple budget categories. The staffing levels necessary to provide the services below will be determined by the RCTTC on an as-needed basis.

Sales and Marketing

A sales and marketing program will promote assessed businesses as tourist, meeting, and event destinations. The sales and marketing program will have a central theme of promoting Rancho Cordova as a desirable place for overnight visits. The program will have the goal of increasing demand for overnight visitation and room night sales at assessed businesses, and may include the following activities:

- Internet marketing efforts to increase awareness and optimize internet presence to drive demand for overnight visitation and room sales to assessed businesses;
- Print ads in magazines and newspapers, television ads, and radio ads targeted at potential visitors to drive demand for overnight visitation and room sales to assessed businesses;
- Attendance of trade shows to promote assessed businesses;
- Sales blitzes for assessed businesses;
- Familiarization tours of assessed businesses;
- Preparation and production of collateral promotional materials such as brochures, flyers and maps featuring assessed businesses;
- Attendance of professional industry conferences and affiliation events to promote assessed businesses;
- Lead generation activities designed to attract tourists and group events to assessed businesses;
- Director of Sales and General Manager meetings to plan and coordinate tourism promotion efforts for assessed businesses; and
- Development and maintenance of a website designed to promote assessed businesses.

Destination Development

Destination Development (DD) will be eighteen percent (18%) of the annual budget. As the total number of rooms sold and room prices increases over time, the amount of available funds for projects are anticipated to increase. Working collaboratively with the City Manager, the RCTTC will develop specific DD funding criteria. The City and the RCTTC shall have equal input to make recommendations to the RCTTC Board for final project approval. The award of any public works project contract DD must be done in accordance with City Charter and Municipal Code requirements. Policies and procedures acceptable to both the RCTTC and the City will be developed. These DD projects may include:

- Comprehensive and integrated wayfinding signage system including signage to parking decks and lots;
- Rubber tire trolley transportation program connecting hotels with downtown and other attractions, to increase room night sales;
- Art and cultural projects, to attract overnight visitors;
- Gateway enhancements, to attract overnight visitors;
- Enhancements to environmental experiences which attract overnight visitors, and shall expose visitors to the value of the vital ecosystems;
- Improvements to existing parks and sports facilities utilized by overnight visitors;
- Safe and fun entertainment complex for young teens and adults utilized by overnight visitors;
- Live music venue which attracts overnight visitors;
- Infrastructure improvements that enhance Destination competitive position to attract desirable special events year around and attract overnight visitors; and

- Improvements to the City's downtown parking deck that make the overnight visitor experience more desirable.

Destination Recovery and Crisis Response

A destination recovery and crisis response program is designed to respond to present and future challenges posed by the COVID-19 pandemic. Development and implementation of a recovery plan and crisis response program for Rancho Cordova will outline phases to market the destination to increase demand for overnight visitation and room sales to assessed businesses, with an emphasis on cleanliness measures and safety precautions in the era of COVID-19. These phases could include targeting local marketing, followed by drive markets, short-fly markets, long-fly markets, and eventually key international markets. These programs may include, but are not limited to:

- Develop messaging for recovery efforts to ensure that Rancho Cordova is top-of-mind when travel restrictions ease to increase demand for overnight visitation to assessed businesses;
- Development and implementation of a recovery plan for Rancho Cordova that will outline phases to market the destination to increase demand for overnight visitation and room sales to assessed businesses; phases could include targeting local marketing, followed by drive markets, short-fly markets, long-fly markets, and eventually key international markets;
- Utilize research to determine recovery factors that dictate consumer sentiment towards travel to assessed businesses;
- Development and implementation of a 'clean and safe' campaign to attract overnight visitation to assessed businesses; and
- Appointment of a cleanliness manager who is responsible for developing a cleanliness plan, implementing the plan, and training lodging business employees in an effort to improve the visitor experience and increase demand for overnight visitation to assessed businesses.

Administration and Operations

The administration and operations portion of the budget shall be utilized for administrative staffing costs, office costs, advocacy, and other general administrative costs such as insurance, legal, and accounting fees.

City Administration Fee

The City of Rancho Cordova shall be paid a fee equal to 2% of the amount of assessment collected, to cover its costs of collection and administration.

Contingency/Reserve

The budget includes a contingency line item to account for uncollected assessments, if any. If there are contingency funds collected, they may be held in a reserve fund or utilized for other program, administration or renewal costs at the discretion of the RCTTC Board. Policies relating to contributions to the reserve fund, the target amount of the reserve fund, and expenditure of monies from the reserve fund shall be set by the RCTTC Board. Contingency/reserve funds may be spent on District programs or administrative and renewal costs in such proportions as determined by the RCTTC Board. The reserve fund may be used for the costs of renewing the RCTBID.

B. Annual Budget

The total ten (10) year improvement and service plan budget is projected at approximately \$2,490,000 annually, and for a total amount of \$65,443,838 through 2031 if the maximum assessment rate increases are adopted. This budget is expected to fluctuate as room sales change and if the assessment rate is increased. If the maximum annual assessment increases are adopted by the Owners' Association upon approval from City Council, the annual budget will increase as illustrated in the table below. The initial annual assessment rate is four and one half of one percent (4.5%) of gross room rental revenue. The Owners' Association may increase the assessment rate by a maximum of one percent (1%) per year to a maximum rate of ten percent (10%).

The assessment rate might not increase starting in 2022, the increases may be implemented in later years at the discretion of the Owners' Association. The table below demonstrates the maximum with the assumption that the rates will be increased in annually from 2022 through 2027 as it is a required disclosure, it is not the anticipated course of action. Alternate courses of action may be taken in regards to implementing the assessment rate increase other than what is demonstrated in the chart below, within the parameters of this Management District Plan. For example, increases may be implemented in years 2028-2031, with the stipulation that each annual increase is no more than one percent (1%) and that the total assessment rate may not exceed ten percent (10%). Additionally, a three percent (3%) annual increase in the total budget is shown, to account for estimated increased room night sales as a result of RCTBID efforts. This three percent (3%) annual increase is a conservative estimate based on the effects of similarly sized TBID budgets.

**Estimated Annual Budget If Maximum Assessment Rates Are Adopted
2021-2031**

Year	Sales & Marketing	Administration	Destination Development	Destination Recovery	Contingency/ Reserve	City Fee	Total
2021-22	\$1,170,300	\$498,000	\$448,200	\$199,200	\$124,500	\$49,800	\$2,490,000
2022-23	\$1,473,251	\$626,915	\$564,224	\$250,766	\$156,729	\$62,692	\$3,134,576
2023-24	\$1,793,321	\$763,115	\$686,804	\$305,246	\$190,779	\$76,312	\$3,815,576
2024-25	\$2,131,392	\$906,975	\$816,278	\$362,790	\$226,744	\$90,698	\$4,534,876
2025-26	\$2,487,972	\$1,058,711	\$952,840	\$423,485	\$264,678	\$105,871	\$5,293,557
2026-27	\$2,864,230	\$1,218,821	\$1,096,939	\$487,529	\$304,705	\$121,882	\$6,094,107
2027-28	\$4,502,825	\$1,916,096	\$1,724,486	\$766,438	\$479,024	\$191,610	\$9,580,478
2028-29	\$4,637,909	\$1,973,578	\$1,776,221	\$789,431	\$493,395	\$197,358	\$9,867,892
2029-30	\$ 4,777,047	\$2,032,786	\$1,829,507	\$813,114	\$508,196	\$203,279	\$10,163,929
2030-31	\$4,920,358	\$2,093,769	\$1,884,392	\$837,508	\$523,442	\$209,377	\$10,468,847
Total	\$30,758,604	\$13,088,768	\$11,779,891	\$5,235,507	\$3,272,192	\$1,308,877	\$65,443,838

The table below demonstrates the annual improvement and service plan budget with the assumption that the rates will not be increased during the district's ten (10) year term. Additionally, a three percent (3%) annual increase in the total budget is shown, to account for estimated increased room night sales as a result of RCTBID efforts.

**Estimated Annual Budget If Maximum Assessment Rates Are Not Adopted
2021-2031**

Year	Sales & Marketing	Administration	Destination Development	Destination Recovery	Contingency /Reserve	City Fee	Total
2021-22	\$1,170,300	\$498,000	\$448,200	\$199,200	\$124,500	\$49,800	\$2,490,000
2022-23	\$1,205,409	\$512,940	\$461,646	\$205,176	\$128,235	\$51,294	\$2,564,700
2023-24	\$1,241,571	\$528,328	\$475,495	\$211,331	\$132,082	\$52,833	\$2,641,641
2024-25	\$1,278,818	\$544,178	\$489,760	\$217,671	\$136,045	\$54,418	\$2,720,890
2025-26	\$1,317,183	\$560,503	\$504,453	\$224,201	\$140,126	\$56,050	\$2,802,517
2026-27	\$1,356,698	\$577,318	\$519,587	\$230,927	\$144,330	\$57,732	\$2,886,592
2027-28	\$1,397,399	\$594,638	\$535,174	\$237,855	\$148,660	\$59,464	\$2,973,190
2028-29	\$1,439,321	\$612,477	\$551,229	\$244,991	\$153,119	\$61,248	\$3,062,386
2029-30	\$1,482,501	\$630,852	\$567,766	\$252,341	\$157,713	\$63,085	\$3,154,258
2030-31	\$1,526,976	\$649,777	\$584,799	\$259,911	\$162,444	\$64,978	\$3,248,885
Total	\$13,416,178	\$5,709,012	\$5,138,111	\$2,283,605	\$1,427,253	\$570,901	\$28,545,059

C. California Constitutional Compliance

The RCTBID assessment is not a property-based assessment subject to the requirements of Proposition 218. Courts have found Proposition 218 limited the term 'assessments' to levies on real property.¹ Rather, the RCTBID assessment is a business-based assessment, and is subject to Proposition 26. Pursuant to Proposition 26 all levies are a tax unless they fit one of seven exceptions. Two of these exceptions apply to the RCTBID, a "specific benefit" and a "specific government service." Both require that the costs of benefits or services do not exceed the reasonable costs to the City of conferring the benefits or providing the services.

1. Specific Benefit

Proposition 26 requires that assessment funds be expended on, "a specific benefit conferred or privilege granted directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of conferring the benefit or granting the privilege."² The services in this Plan are designed to provide targeted benefits directly to assessed businesses, and are intended only to provide benefits and services directly to those businesses paying the assessment. These services are tailored not to serve the general public, businesses in general, or parcels of land, but rather to serve the specific businesses within the RCTBID. The activities described in this Plan are specifically targeted to increase demand for room night sales for assessed lodging businesses within the boundaries of the RCTBID, and are narrowly tailored. RCTBID funds will be used exclusively to provide the specific benefit of increased demand for room night sales directly to the assessees. Assessment funds shall not be used to feature non-assessed lodging businesses in RCTBID programs, or to directly generate sales for non-assessed businesses. The activities paid for from assessment revenues are business services constituting and providing specific benefits to the assessed businesses.

¹ *Jarvis v. the City of San Diego* 72 Cal App. 4th 230

² Cal. Const. art XIII C § 1(e)(1)

The assessment imposed by this RCTBID is for a specific benefit conferred directly to the payors that is not provided to those not charged. The specific benefit conferred directly to the payors is an increase in demand for room night sales. The specific benefit of an increase in demand for room night sales for assessed lodging businesses will be provided only to lodging businesses paying the district assessment, with marketing and sales programs promoting lodging businesses paying the RCTBID assessment. The marketing and sales programs will be designed to increase room night sales at each assessed lodging businesses. Because they are necessary to provide the marketing and sales promotions, destination development, and destination recovery and crisis response programs that specifically benefit the assessed lodging businesses, the administration and contingency services also provide the specific benefit of increased demand for room night sales to the assessed lodging businesses.

Although the RCTBID, in providing specific benefits to payors, may produce incidental benefits to non-paying businesses, the incidental benefit does not preclude the services from being considered a specific benefit. The legislature has found that, "A specific benefit is not excluded from classification as a 'specific benefit' merely because an indirect benefit to a nonpayer occurs incidentally and without cost to the payor as a consequence of providing the specific benefit to the payor."³

2. Specific Government Service

The assessment may also be utilized to provide, "a specific government service or product provided directly to the payor that is not provided to those not charged, and which does not exceed the reasonable costs to the local government of providing the service or product."⁴ The legislature has recognized that marketing and promotions services like those to be provided by the RCTBID are government services within the meaning of Proposition 26⁵. Further, the legislature has determined that "a specific government service is not excluded from classification as a 'specific government service' merely because an indirect benefit to a nonpayer occurs incidentally and without cost to the payor as a consequence of providing the specific government service to the payor."⁶

3. Reasonable Cost

RCTBID services will be implemented carefully to ensure they do not exceed the reasonable cost of such services. The full amount assessed will be used to provide the services described herein. Funds will be managed by the RCTTC, and reports submitted on an annual basis to the City. Only assessed lodging businesses will be featured in marketing materials, receive sales leads generated from RCTBID-funded activities, be featured in advertising campaigns, and benefit from other RCTBID-funded services. Non-assessed lodging businesses will not receive these, nor any other, RCTBID-funded services and benefits.

The RCTBID-funded programs are all targeted directly at and feature only assessed businesses. It is, however, possible that there will be a spill over benefit to non-assessed

³ Government Code § 53758(a)

⁴ Cal. Const. art XIII C § 1(e)(2)

⁵ Government Code § 53758(b)

⁶ Government Code § 53758(b)

businesses. If non-assessed lodging businesses receive incremental room nights, that portion of the promotion or program generating those room nights shall be paid with non-RCTBID funds. RCTBID funds shall only be spent to benefit the assessed businesses, and shall not be spent on that portion of any program which directly generates incidental room nights for non-assessed businesses.

D. Assessment

The annual assessment rate is four and one half of one percent (4.5%) of gross room rental revenue. At the City Council's discretion, assessments collected may be used to repay a capital infrastructure bond if Council chooses to issue bonds. Until and unless bonds are issued, any funds collected by the RCTBID will be used towards the services outlined in this Plan. Based on the benefit received, assessments will not be collected on: charges incurred by a person in the performance of official duties as an officer or employee of a local, state or federal government entity, or by government-sponsored corporate charge card. The assessment of four and one half of one percent (4.5%) of gross room rental revenue as levied pursuant to this Plan will also not be collected on stays pursuant to contracts executed prior to July 1, 2021. Stays pursuant to contracts executed between September 1, 2013 and June 30, 2021 shall instead be subject to assessment at the rate of \$1.50 per paid occupied room per night. During the ten (10) year term, the assessment rate may be increased annually by the Owners' Association by a maximum of one percent (1%) of gross room rental. The total assessment rate may not exceed ten percent (10%).

The term "gross room rental revenue" as used herein means: the consideration charged, whether or not received, for the occupancy of space in a lodging business valued in money, whether to be received in money, goods, labor or otherwise, including all receipts, cash, credits and property and services of any kind or nature, without any deduction therefrom whatsoever. Gross room rental revenue shall not include any federal, state or local taxes collected, including but not limited to transient occupancy taxes.

The assessment is levied upon and a direct obligation of the assessed lodging business. However, the assessed lodging business may, at its discretion, pass the assessment on to transients. The amount of assessment, if passed on to each transient, shall be disclosed in advance and separately stated from the amount of rent charged and any other applicable taxes, and each transient shall receive a receipt for payment from the business. If the RCTBID assessment is identified separately it shall be disclosed as the "RCTBID Assessment." As an alternative, the disclosure may include the amount of the RCTBID assessment and the amount of the assessment imposed pursuant to the California Tourism Marketing Act, Government Code §13995 et seq. and shall be disclosed as the "Tourism Assessment." The assessment is imposed solely upon, and is the sole obligation of the assessed lodging business even if it is passed on to transients. The assessment shall not be considered revenue for any purpose, including calculation of transient occupancy taxes.

Bonds may be issued.

E. Penalties and Interest

The RCTBID shall reimburse the City of Rancho Cordova for any costs associated with collecting unpaid assessments. If sums in excess of the delinquent RCTBID assessment are

sought to be recovered in the same collection action by the City, the RCTBID shall bear its pro rata share of such collection costs. Assessed lodging businesses which are delinquent in paying the assessment shall be responsible for paying:

1. *Original Delinquency.* When an assessment becomes delinquent, any owner who fails to remit any assessment imposed by this Plan within the time required shall pay a penalty of 10 percent (10%) of the amount of the assessment in addition to the amount of the assessment.
2. *Continued Delinquency.* Any owner who fails to remit any delinquent remittance on or before a period of thirty (30) days following the date on which the remittance first became delinquent shall pay a second delinquency penalty of ten percent (10%) of the amount of the assessment in addition to the amount of the assessment and the ten percent (10%) penalty first imposed.
3. *Fraud.* If the City determines that the nonpayment of any remittance due under this chapter is due to fraud, a penalty of twenty-five percent (25%) of the amount of the assessment shall be added thereto in addition to the penalties stated in subsections (1) and (2) of this section.
4. *Interest.* In addition to the penalties imposed, any owner who fails to remit any assessment imposed by this Plan shall pay interest at the rate of one and one-half percent (1.50%) per month or fraction thereof, compounded, on the amount of the assessment, exclusive of penalties, from the date on which the remittance first became delinquent until paid.
5. *Penalties Merged with Assessment.* Every penalty imposed and such interest as accrues under the provisions of this section shall become a part of the assessment herein required to be paid.

F. Time and Manner for Collecting Assessments

The RCTBID assessment will be implemented beginning July 1, 2021 and will continue for ten (10) years through June 30, 2031. The City will be responsible for collecting the assessment on a monthly basis (including any delinquencies, penalties and interest) from each lodging business. The City shall take all reasonable efforts to collect the assessments from each lodging business. The City shall forward the assessments collected to the Owners' Association.

Concurrent with the remittal of assessment funds to the Owners Association, the City shall also provide monthly reports stating details surrounding businesses that are default on expected payments, as well as the term of their delinquency and any other relevant information for the Owners Association to reasonably determine which assessed businesses are in compliance with the RCTBID assessment.

VI. GOVERNANCE**A. Owners' Association**

The City Council, through adoption of this Management District Plan, has the right, pursuant to Streets and Highways Code §36651, to identify the body that shall implement the proposed program, which shall be the Owners' Association of the RCTBID as defined in Streets and Highways Code §36612. The City Council has determined that Rancho Cordova Travel and Tourism Corporation (RCTTC) will serve as the Owners' Association for the RCTBID.

B. Brown Act and California Public Records Act Compliance

An Owners' Association is a private entity and may not be considered a public entity for any purpose, nor may its board members or staff be considered to be public officials for any purpose. The Owners' Association is, however, subject to government regulations relating to transparency, namely the Ralph M. Brown Act and the California Public Records Act. These regulations are designed to promote public accountability. The Owners' Association acts as a legislative body under the Ralph M. Brown Act (Government Code §54950 et seq.). Thus, meetings of the RCTTC board and certain committees must be held in compliance with the public notice and other requirements of the Brown Act. The Owners' Association is also subject to the record keeping and disclosure requirements of the California Public Records Act. Accordingly, the Owners' Association shall publicly report any action taken and the vote or abstention on that action of each member present for the action.

C. Annual Report

The RCTTC shall present an annual report at the end of each fiscal year of operation to the City Council, and shall file the annual report with the City of Rancho Cordova City Clerk, pursuant to Streets and Highways Code §36650 (see Appendix 1). The annual report shall include:

- Any proposed changes in the boundaries of the improvement district or in any benefit zones or classification of businesses within the district.
- The improvements and activities to be provided for that fiscal year.
- An estimate of the cost of providing the improvements and the activities for that fiscal year.
- The method and basis of levying the assessment in sufficient detail to allow each business owner to estimate the amount of the assessment to be levied against his or her business for that fiscal year.
- The estimated amount of any surplus or deficit revenues to be carried over from a previous fiscal year.
- The estimated amount of any contributions to be made from sources other than assessments levied pursuant to this part.

APPENDIX 1 – LAW

*** THIS DOCUMENT IS CURRENT THROUGH THE 2020 SUPPLEMENT ***
(ALL 2019 LEGISLATION)

**STREETS AND HIGHWAYS CODE
DIVISION 18. PARKING
PART 7. PROPERTY AND BUSINESS IMPROVEMENT DISTRICT LAW OF 1994**

CHAPTER 1. General Provisions**ARTICLE 1. Declarations****36600. Citation of part**

This part shall be known and may be cited as the “Property and Business Improvement District Law of 1994.”

36601. Legislative findings and declarations; Legislative guidance

The Legislature finds and declares all of the following:

- (a) Businesses located and operating within business districts in some of this state’s communities are economically disadvantaged, are underutilized, and are unable to attract customers due to inadequate facilities, services, and activities in the business districts.
- (b) It is in the public interest to promote the economic revitalization and physical maintenance of business districts in order to create jobs, attract new businesses, and prevent the erosion of the business districts.
- (c) It is of particular local benefit to allow business districts to fund business related improvements, maintenance, and activities through the levy of assessments upon the businesses or real property that receive benefits from those improvements.
- (d) Assessments levied for the purpose of conferring special benefit upon the real property or a specific benefit upon the businesses in a business district are not taxes for the general benefit of a city, even if property, businesses, or persons not assessed receive incidental or collateral effects that benefit them.
- (e) Property and business improvement districts formed throughout this state have conferred special benefits upon properties and businesses within their districts and have made those properties and businesses more useful by providing the following benefits:
 - (1) Crime reduction. A study by the Rand Corporation has confirmed a 12-percent reduction in the incidence of robbery and an 8-percent reduction in the total incidence of violent crimes within the 30 districts studied.
 - (2) Job creation.
 - (3) Business attraction.
 - (4) Business retention.
 - (5) Economic growth.
 - (6) New investments.
- (f) With the dissolution of redevelopment agencies throughout the state, property and business improvement districts have become even more important tools with which communities can combat blight, promote economic opportunities, and create a clean and safe environment.
- (g) Since the enactment of this act, the people of California have adopted Proposition 218, which added Article XIII D to the Constitution in order to place certain requirements and restrictions on the formation of, and activities, expenditures, and assessments by property-based districts. Article XIII D of the Constitution provides that property-based districts may only levy assessments for special benefits.
- (h) The act amending this section is intended to provide the Legislature’s guidance with regard to this act, its interaction with the provisions of Article XIII D of the Constitution, and the determination of special benefits in property-based districts.
 - (1) The lack of legislative guidance has resulted in uncertainty and inconsistent application of this act, which discourages the use of assessments to fund needed improvements, maintenance, and activities in property-based districts, contributing to blight and other underutilization of property.
 - (2) Activities undertaken for the purpose of conferring special benefits upon property to be assessed inherently produce incidental or collateral effects that benefit property or persons not assessed. Therefore, for special benefits to exist as a separate and distinct category from general benefits, the

incidental or collateral effects of those special benefits are inherently part of those special benefits. The mere fact that special benefits produce incidental or collateral effects that benefit property or persons not assessed does not convert any portion of those special benefits or their incidental or collateral effects into general benefits.

(3) It is of the utmost importance that property-based districts created under this act have clarity regarding restrictions on assessments they may levy and the proper determination of special benefits. Legislative clarity with regard to this act will provide districts with clear instructions and courts with legislative intent regarding restrictions on property-based assessments, and the manner in which special benefits should be determined.

36602. Purpose of part

The purpose of this part is to supplement previously enacted provisions of law that authorize cities to levy assessments within property and business improvement districts, to ensure that those assessments conform to all constitutional requirements and are determined and assessed in accordance with the guidance set forth in this act. This part does not affect or limit any other provisions of law authorizing or providing for the furnishing of improvements or activities or the raising of revenue for these purposes.

36603. Preemption of authority or charter city to adopt ordinances levying assessments

Nothing in this part is intended to preempt the authority of a charter city to adopt ordinances providing for a different method of levying assessments for similar or additional purposes from those set forth in this part. A property and business improvement district created pursuant to this part is expressly exempt from the provisions of the Special Assessment Investigation, Limitation and Majority Protest Act of 1931 (Division 4 (commencing with Section 2800)).

36603.5. Part prevails over conflicting provisions

Any provision of this part that conflicts with any other provision of law shall prevail over the other provision of law, as to districts created under this part.

36604. Severability

This part is intended to be construed liberally and, if any provision is held invalid, the remaining provisions shall remain in full force and effect. Assessments levied under this part are not special taxes.

ARTICLE 2. Definitions

36606. “Activities”

“Activities” means, but is not limited to, all of the following that benefit businesses or real property in the district:

- (a) Promotion of public events.
- (b) Furnishing of music in any public place.
- (c) Promotion of tourism within the district.
- (d) Marketing and economic development, including retail retention and recruitment.
- (e) Providing security, sanitation, graffiti removal, street and sidewalk cleaning, and other municipal services supplemental to those normally provided by the municipality.
- (f) Other services provided for the purpose of conferring special benefit upon assessed real property or specific benefits upon assessed businesses located in the district.

36606.5. “Assessment”

“Assessment” means a levy for the purpose of acquiring, constructing, installing, or maintaining improvements and providing activities that will provide certain benefits to properties or businesses located within a property and business improvement district.

36607. “Business”

“Business” means all types of businesses and includes financial institutions and professions.

36608. “City”

“City” means a city, county, city and county, or an agency or entity created pursuant to Article 1 (commencing with Section 6500) of Chapter 5 of Division 7 of Title 1 of the Government Code, the public member agencies of which includes only cities, counties, or a city and county, or the State of California.

36609. “City council”

“City council” means the city council of a city or the board of supervisors of a county, or the agency, commission, or board created pursuant to a joint powers agreement and which is a city within the meaning of this part.

36609.4. “Clerk”

“Clerk” means the clerk of the legislative body.

36609.5. “General benefit”

“General benefit” means, for purposes of a property-based district, any benefit that is not a “special benefit” as defined in Section 36615.5.

36610. “Improvement”

“Improvement” means the acquisition, construction, installation, or maintenance of any tangible property with an estimated useful life of five years or more including, but not limited to, the following:

- (a) Parking facilities.
- (b) Benches, booths, kiosks, display cases, pedestrian shelters and signs.
- (c) Trash receptacles and public restrooms.
- (d) Lighting and heating facilities.
- (e) Decorations.
- (f) Parks.
- (g) Fountains.
- (h) Planting areas.
- (i) Closing, opening, widening, or narrowing of existing streets.
- (j) Facilities or equipment, or both, to enhance security of persons and property within the district.
- (k) Ramps, sidewalks, plazas, and pedestrian malls.
- (l) Rehabilitation or removal of existing structures.

36611. “Management district plan”; “Plan”

“Management district plan” or “plan” means a proposal as defined in Section 36622.

36612. “Owners’ association”

“Owners’ association” means a private nonprofit entity that is under contract with a city to administer or implement improvements, maintenance, and activities specified in the management district plan. An owners’ association may be an existing nonprofit entity or a newly formed nonprofit entity. An owners’ association is a private entity and may not be considered a public entity for any purpose, nor may its board members or staff be considered to be public officials for any purpose. Notwithstanding this section, an owners’ association shall comply 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), at all times when matters within the subject matter of the district are heard, discussed, or deliberated, and with the California Public Records Act (Chapter 3.5 (commencing with Section 6250) of Division 7 of Title 1 of the Government Code), for all records relating to activities of the district.

36614. “Property”

“Property” means real property situated within a district.

36614.5. “Property and business improvement district”; “District”

“Property and business improvement district,” or “district,” means a property and business improvement district established pursuant to this part.

36614.6. “Property-based assessment”

“Property-based assessment” means any assessment made pursuant to this part upon real property.

36614.7. “Property-based district”

“Property-based district” means any district in which a city levies a property-based assessment.

36615. “Property owner”; “Business owner”; “Owner”

“Property owner” means any person shown as the owner of land on the last equalized assessment roll or otherwise known to be the owner of land by the city council. “Business owner” means any person recognized by the city as the owner of the business. “Owner” means either a business owner or a property owner. The city council has no obligation to obtain other information as to the ownership of land or businesses, and its determination of ownership shall be final and conclusive for the purposes of this part. Wherever this part requires the signature of the property owner, the signature of the authorized agent of the property owner shall be sufficient. Wherever this part requires the signature of the business owner, the signature of the authorized agent of the business owner shall be sufficient.

36615.5. “Special benefit”

“Special benefit” means, for purposes of a property-based district, a particular and distinct benefit over and above general benefits conferred on real property located in a district or to the public at large. Special benefit includes incidental or collateral effects that arise from the improvements, maintenance, or activities of property-based districts even if those incidental or collateral effects benefit property or persons not assessed. Special benefit excludes general enhancement of property value.

36616. “Tenant”

“Tenant” means an occupant pursuant to a lease of commercial space or a dwelling unit, other than an owner.

ARTICLE 3. Prior Law**36617. Alternate method of financing certain improvements and activities; Effect on other provisions**

This part provides an alternative method of financing certain improvements and activities. The provisions of this part shall not affect or limit any other provisions of law authorizing or providing for the furnishing of improvements or activities or the raising of revenue for these purposes. Every improvement area established pursuant to the Parking and Business Improvement Area Law of 1989 (Part 6 (commencing with Section 36500) of this division) is valid and effective and is unaffected by this part.

CHAPTER 2. Establishment**36620. Establishment of property and business improvement district**

A property and business improvement district may be established as provided in this chapter.

36620.5. Requirement of consent of city council

A county may not form a district within the territorial jurisdiction of a city without the consent of the city council of that city. A city may not form a district within the unincorporated territory of a county without the consent of the board of supervisors of that county. A city may not form a district within the territorial jurisdiction of another city without the consent of the city council of the other city.

36621. Initiation of proceedings; Petition of property or business owners in proposed district

- (a) Upon the submission of a written petition, signed by the property or business owners in the proposed district who will pay more than 50 percent of the assessments proposed to be levied, the city council may initiate proceedings to form a district by the adoption of a resolution expressing its intention to form a district. The amount of assessment attributable to property or a business owned by the same property or business owner that is in excess of 40 percent of the amount of all assessments proposed to be levied, shall not be included in determining whether the petition is signed by property or business owners who will pay more than 50 percent of the total amount of assessments proposed to be levied.
- (b) The petition of property or business owners required under subdivision (a) shall include a summary of the management district plan. That summary shall include all of the following:
- (1) A map showing the boundaries of the district.
 - (2) Information specifying where the complete management district plan can be obtained.
 - (3) Information specifying that the complete management district plan shall be furnished upon request.
- (c) The resolution of intention described in subdivision (a) shall contain all of the following:
- (1) A brief description of the proposed improvements, maintenance, and activities, the amount of the proposed assessment, a statement as to whether the assessment will be levied on property or businesses within the district, a statement as to whether bonds will be issued, and a description of the exterior boundaries of the proposed district, which may be made by reference to any plan or map that is on file with the clerk. The descriptions and statements do not need to be detailed and shall be sufficient if they enable an owner to generally identify the nature and extent of the improvements, maintenance, and activities, and the location and extent of the proposed district.
 - (2) A time and place for a public hearing on the establishment of the property and business improvement district and the levy of assessments, which shall be consistent with the requirements of Section 36623.

36622. Contents of management district plan

The management district plan shall include, but is not limited to, all of the following:

- (a) If the assessment will be levied on property, a map of the district in sufficient detail to locate each parcel of property and, if businesses are to be assessed, each business within the district. If the assessment will be levied on businesses, a map that identifies the district boundaries in sufficient detail to allow a business owner to reasonably determine whether a business is located within the district boundaries. If the assessment will be levied on property and businesses, a map of the district in sufficient detail to locate each parcel of property and to allow a business owner to reasonably determine whether a business is located within the district boundaries.
- (b) The name of the proposed district.
- (c) A description of the boundaries of the district, including the boundaries of benefit zones, proposed for establishment or extension in a manner sufficient to identify the affected property and businesses included, which may be made by reference to any plan or map that is on file with the clerk. The boundaries of a proposed property assessment district shall not overlap with the boundaries of another existing property assessment district created pursuant to this part. This part does not prohibit the boundaries of a district created pursuant to this part to overlap with other assessment districts established pursuant to other provisions of law, including, but not limited to, the Parking and Business Improvement Area Law of 1989 (Part 6 (commencing with Section 36500)). This part does not prohibit the boundaries of a business assessment district created pursuant to this part to overlap with another business assessment district created pursuant to this part. This part does not prohibit the boundaries of a business assessment district created pursuant to this part to overlap with a property assessment district created pursuant to this part.
- (d) The improvements, maintenance, and activities proposed for each year of operation of the district and the maximum cost thereof. If the improvements, maintenance, and activities proposed for each year of operation are the same, a description of the first year's proposed improvements, maintenance, and activities and a statement that the same improvements, maintenance, and activities are proposed for subsequent years shall satisfy the requirements of this subdivision.
- (e) The total annual amount proposed to be expended for improvements, maintenance, or activities, and debt service in each year of operation of the district. If the assessment is levied on businesses, this amount may be estimated based upon the assessment rate. If the total annual amount proposed to be expended in each year

of operation of the district is not significantly different, the amount proposed to be expended in the initial year and a statement that a similar amount applies to subsequent years shall satisfy the requirements of this subdivision.

(f) The proposed source or sources of financing, including the proposed method and basis of levying the assessment in sufficient detail to allow each property or business owner to calculate the amount of the assessment to be levied against his or her property or business. The plan also shall state whether bonds will be issued to finance improvements.

(g) The time and manner of collecting the assessments.

(h) The specific number of years in which assessments will be levied. In a new district, the maximum number of years shall be five. Upon renewal, a district shall have a term not to exceed 10 years. Notwithstanding these limitations, a district created pursuant to this part to finance capital improvements with bonds may levy assessments until the maximum maturity of the bonds. The management district plan may set forth specific increases in assessments for each year of operation of the district.

(i) The proposed time for implementation and completion of the management district plan.

(j) Any proposed rules and regulations to be applicable to the district.

(k) (1) A list of the properties or businesses to be assessed, including the assessor's parcel numbers for properties to be assessed, and a statement of the method or methods by which the expenses of a district will be imposed upon benefited real property or businesses, in proportion to the benefit received by the property or business, to defray the cost thereof.

(2) In a property-based district, the proportionate special benefit derived by each identified parcel shall be determined exclusively in relationship to the entirety of the capital cost of a public improvement, the maintenance and operation expenses of a public improvement, or the cost of the activities. An assessment shall not be imposed on any parcel that exceeds the reasonable cost of the proportional special benefit conferred on that parcel. Only special benefits are assessable, and a property-based district shall separate the general benefits, if any, from the special benefits conferred on a parcel. Parcels within a property-based district that are owned or used by any city, public agency, the State of California, or the United States shall not be exempt from assessment unless the governmental entity can demonstrate by clear and convincing evidence that those publicly owned parcels in fact receive no special benefit. The value of any incidental, secondary, or collateral effects that arise from the improvements, maintenance, or activities of a property-based district and that benefit property or persons not assessed shall not be deducted from the entirety of the cost of any special benefit or affect the proportionate special benefit derived by each identified parcel.

(l) In a property-based district, the total amount of all special benefits to be conferred upon the properties located within the property-based district.

(m) In a property-based district, the total amount of general benefits, if any.

(n) In a property-based district, a detailed engineer's report prepared by a registered professional engineer certified by the State of California supporting all assessments contemplated by the management district plan.

(o) Any other item or matter required to be incorporated therein by the city council.

36623. Procedure to levy assessment

(a) If a city council proposes to levy a new or increased property assessment, the notice and protest and hearing procedure shall comply with Section 53753 of the Government Code.

(b) If a city council proposes to levy a new or increased business assessment, the notice and protest and hearing procedure shall comply with Section 54954.6 of the Government Code, except that notice shall be mailed to the owners of the businesses proposed to be assessed. A protest may be made orally or in writing by any interested person. Every written protest shall be filed with the clerk at or before the time fixed for the public hearing. The city council may waive any irregularity in the form or content of any written protest. A written protest may be withdrawn in writing at any time before the conclusion of the public hearing. Each written protest shall contain a description of the business in which the person subscribing the protest is interested sufficient to identify the business and, if a person subscribing is not shown on the official records of the city as the owner of the business, the protest shall contain or be accompanied by written evidence that the person subscribing is the owner of the business or the authorized representative. A written protest that does not comply with this section shall not be counted in determining a majority protest. If written protests are received from the owners or authorized representatives of businesses in the proposed district that will pay 50 percent or more of the assessments proposed to be levied and protests are not withdrawn so as to reduce the protests to less than 50 percent, no further proceedings to levy the proposed assessment against such

businesses, as contained in the resolution of intention, shall be taken for a period of one year from the date of the finding of a majority protest by the city council.

(c) If a city council proposes to conduct a single proceeding to levy both a new or increased property assessment and a new or increased business assessment, the notice and protest and hearing procedure for the property assessment shall comply with subdivision (a), and the notice and protest and hearing procedure for the business assessment shall comply with subdivision (b). If a majority protest is received from either the property or business owners, that respective portion of the assessment shall not be levied. The remaining portion of the assessment may be levied unless the improvement or other special benefit was proposed to be funded by assessing both property and business owners.

36624. Changes to proposed assessments

At the conclusion of the public hearing to establish the district, the city council may adopt, revise, change, reduce, or modify the proposed assessment or the type or types of improvements, maintenance, and activities to be funded with the revenues from the assessments. Proposed assessments may only be revised by reducing any or all of them. At the public hearing, the city council may only make changes in, to, or from the boundaries of the proposed property and business improvement district that will exclude territory that will not benefit from the proposed improvements, maintenance, and activities. Any modifications, revisions, reductions, or changes to the proposed assessment district shall be reflected in the notice and map recorded pursuant to Section 36627.

36625. Resolution of formation

(a) If the city council, following the public hearing, decides to establish a proposed property and business improvement district, the city council shall adopt a resolution of formation that shall include, but is not limited to, all of the following:

- (1) A brief description of the proposed improvements, maintenance, and activities, the amount of the proposed assessment, a statement as to whether the assessment will be levied on property, businesses, or both within the district, a statement on whether bonds will be issued, and a description of the exterior boundaries of the proposed district, which may be made by reference to any plan or map that is on file with the clerk. The descriptions and statements need not be detailed and shall be sufficient if they enable an owner to generally identify the nature and extent of the improvements, maintenance, and activities and the location and extent of the proposed district.
- (2) The number, date of adoption, and title of the resolution of intention.
- (3) The time and place where the public hearing was held concerning the establishment of the district.
- (4) A determination regarding any protests received. The city shall not establish the district or levy assessments if a majority protest was received.
- (5) A statement that the properties, businesses, or properties and businesses in the district established by the resolution shall be subject to any amendments to this part.
- (6) A statement that the improvements, maintenance, and activities to be conferred on businesses and properties in the district will be funded by the levy of the assessments. The revenue from the levy of assessments within a district shall not be used to provide improvements, maintenance, or activities outside the district or for any purpose other than the purposes specified in the resolution of intention, as modified by the city council at the hearing concerning establishment of the district. Notwithstanding the foregoing, improvements and activities that must be provided outside the district boundaries to create a special or specific benefit to the assessed parcels or businesses may be provided, but shall be limited to marketing or signage pointing to the district.
- (7) A finding that the property or businesses within the area of the property and business improvement district will be benefited by the improvements, maintenance, and activities funded by the proposed assessments, and, for a property-based district, that property within the district will receive a special benefit.
- (8) In a property-based district, the total amount of all special benefits to be conferred on the properties within the property-based district.

(b) The adoption of the resolution of formation and, if required, recordation of the notice and map pursuant to Section 36627 shall constitute the levy of an assessment in each of the fiscal years referred to in the management district plan.

36627. Notice and assessment diagram

Following adoption of the resolution establishing district assessments on properties pursuant to Section 36625, the clerk shall record a notice and an assessment diagram pursuant to Section 3114. No other provision of Division 4.5 (commencing with Section 3100) applies to an assessment district created pursuant to this part.

36628. Establishment of separate benefit zones within district; Categories of businesses

The city council may establish one or more separate benefit zones within the district based upon the degree of benefit derived from the improvements or activities to be provided within the benefit zone and may impose a different assessment within each benefit zone. If the assessment is to be levied on businesses, the city council may also define categories of businesses based upon the degree of benefit that each will derive from the improvements or activities to be provided within the district and may impose a different assessment or rate of assessment on each category of business, or on each category of business within each zone.

36628.5. Assessments on businesses or property owners

The city council may levy assessments on businesses or on property owners, or a combination of the two, pursuant to this part. The city council shall structure the assessments in whatever manner it determines corresponds with the distribution of benefits from the proposed improvements, maintenance, and activities, provided that any property-based assessment conforms with the requirements set forth in paragraph (2) of subdivision (k) of Section 36622.

36629. Provisions and procedures applicable to benefit zones and business categories

All provisions of this part applicable to the establishment, modification, or disestablishment of a property and business improvement district apply to the establishment, modification, or disestablishment of benefit zones or categories of business. The city council shall, to establish, modify, or disestablish a benefit zone or category of business, follow the procedure to establish, modify, or disestablish a property and business improvement district.

36630. Expiration of district; Creation of new district

If a property and business improvement district expires due to the time limit set pursuant to subdivision (h) of Section 36622, a new management district plan may be created and the district may be renewed pursuant to this part.

CHAPTER 3. Assessments

36631. Time and manner of collection of assessments; Delinquent payments

The collection of the assessments levied pursuant to this part shall be made at the time and in the manner set forth by the city council in the resolution levying the assessment. Assessments levied on real property may be collected at the same time and in the same manner as for the ad valorem property tax, and may provide for the same lien priority and penalties for delinquent payment. All delinquent payments for assessments levied pursuant to this part may be charged interest and penalties.

36632. Assessments to be based on estimated benefit; Classification of real property and businesses; Exclusion of residential and agricultural property

(a) The assessments levied on real property pursuant to this part shall be levied on the basis of the estimated benefit to the real property within the property and business improvement district. The city council may classify properties for purposes of determining the benefit to property of the improvements and activities provided pursuant to this part.

(b) Assessments levied on businesses pursuant to this part shall be levied on the basis of the estimated benefit to the businesses within the property and business improvement district. The city council may classify businesses for purposes of determining the benefit to the businesses of the improvements and activities provided pursuant to this part.

(c) Properties zoned solely for residential use, or that are zoned for agricultural use, are conclusively presumed not to benefit from the improvements and service funded through these assessments, and shall not be subject to any assessment pursuant to this part.

36633. Time for contesting validity of assessment

The validity of an assessment levied under this part shall not be contested in an action or proceeding unless the action or proceeding is commenced within 30 days after the resolution levying the assessment is adopted pursuant to Section 36626. An appeal from a final judgment in an action or proceeding shall be perfected within 30 days after the entry of judgment.

36634. Service contracts authorized to establish levels of city services

The city council may execute baseline service contracts that would establish levels of city services that would continue after a property and business improvement district has been formed.

36635. Request to modify management district plan

The owners' association may, at any time, request that the city council modify the management district plan. Any modification of the management district plan shall be made pursuant to this chapter.

36636. Modification of plan by resolution after public hearing; Adoption of resolution of intention

(a) Upon the written request of the owners' association, the city council may modify the management district plan after conducting one public hearing on the proposed modifications. The city council may modify the improvements and activities to be funded with the revenue derived from the levy of the assessments by adopting a resolution determining to make the modifications after holding a public hearing on the proposed modifications. If the modification includes the levy of a new or increased assessment, the city council shall comply with Section 36623. Notice of all other public hearings pursuant to this section shall comply with both of the following:

- (1) The resolution of intention shall be published in a newspaper of general circulation in the city once at least seven days before the public hearing.
- (2) A complete copy of the resolution of intention shall be mailed by first class mail, at least 10 days before the public hearing, to each business owner or property owner affected by the proposed modification.
- (b) The city council shall adopt a resolution of intention which states the proposed modification prior to the public hearing required by this section. The public hearing shall be held not more than 90 days after the adoption of the resolution of intention.

36637. Reflection of modification in notices recorded and maps

Any subsequent modification of the resolution shall be reflected in subsequent notices and maps recorded pursuant to Division 4.5 (commencing with Section 3100), in a manner consistent with the provisions of Section 36627.

CHAPTER 3.5. Financing**36640. Bonds authorized; Procedure; Restriction on reduction or termination of assessments**

(a) The city council may, by resolution, determine and declare that bonds shall be issued to finance the estimated cost of some or all of the proposed improvements described in the resolution of formation adopted pursuant to Section 36625, if the resolution of formation adopted pursuant to that section provides for the issuance of bonds, under the Improvement Bond Act of 1915 (Division 10 (commencing with Section 8500)) or in conjunction with Marks-Roos Local Bond Pooling Act of 1985 (Article 4 (commencing with Section 6584) of Chapter 5 of Division 7 of Title 1 of the Government Code). Either act, as the case may be, shall govern the proceedings relating to the issuance of bonds, although proceedings under the Bond Act of 1915 may be modified by the city council as necessary to accommodate assessments levied upon business pursuant to this part.

(b) The resolution adopted pursuant to subdivision (a) shall generally describe the proposed improvements specified in the resolution of formation adopted pursuant to Section 36625, set forth the estimated cost of those improvements, specify the number of annual installments and the fiscal years during which they are to

be collected. The amount of debt service to retire the bonds shall not exceed the amount of revenue estimated to be raised from assessments over 30 years.

(c) Notwithstanding any other provision of this part, assessments levied to pay the principal and interest on any bond issued pursuant to this section shall not be reduced or terminated if doing so would interfere with the timely retirement of the debt.

CHAPTER 4. Governance

36650. Report by owners' association; Approval or modification by city council

(a) The owners' association shall cause to be prepared a report for each fiscal year, except the first year, for which assessments are to be levied and collected to pay the costs of the improvements, maintenance, and activities described in the report. The owners' association's first report shall be due after the first year of operation of the district. The report may propose changes, including, but not limited to, the boundaries of the property and business improvement district or any benefit zones within the district, the basis and method of levying the assessments, and any changes in the classification of property, including any categories of business, if a classification is used.

(b) The report shall be filed with the clerk and shall refer to the property and business improvement district by name, specify the fiscal year to which the report applies, and, with respect to that fiscal year, shall contain all of the following information:

- (1) Any proposed changes in the boundaries of the property and business improvement district or in any benefit zones or classification of property or businesses within the district.
- (2) The improvements, maintenance, and activities to be provided for that fiscal year.
- (3) An estimate of the cost of providing the improvements, maintenance, and activities for that fiscal year.
- (4) The method and basis of levying the assessment in sufficient detail to allow each real property or business owner, as appropriate, to estimate the amount of the assessment to be levied against his or her property or business for that fiscal year.
- (5) The estimated amount of any surplus or deficit revenues to be carried over from a previous fiscal year.
- (6) The estimated amount of any contributions to be made from sources other than assessments levied pursuant to this part.

(c) The city council may approve the report as filed by the owners' association or may modify any particular contained in the report and approve it as modified. Any modification shall be made pursuant to Sections 36635 and 36636.

The city council shall not approve a change in the basis and method of levying assessments that would impair an authorized or executed contract to be paid from the revenues derived from the levy of assessments, including any commitment to pay principal and interest on any bonds issued on behalf of the district.

36651. Designation of owners' association to provide improvements, maintenance, and activities

The management district plan may, but is not required to, state that an owners' association will provide the improvements, maintenance, and activities described in the management district plan. If the management district plan designates an owners' association, the city shall contract with the designated nonprofit corporation to provide services.

CHAPTER 5. Renewal

36660. Renewal of district; Transfer or refund of remaining revenues; District term limit

(a) Any district previously established whose term has expired, or will expire, may be renewed by following the procedures for establishment as provided in this chapter.

(b) Upon renewal, any remaining revenues derived from the levy of assessments, or any revenues derived from the sale of assets acquired with the revenues, shall be transferred to the renewed district. If the renewed district includes additional parcels or businesses not included in the prior district, the remaining revenues shall be spent to benefit only the parcels or businesses in the prior district. If the renewed district does not include parcels or businesses included in the prior district, the remaining revenues attributable to these parcels shall be refunded to the owners of these parcels or businesses.

(c) Upon renewal, a district shall have a term not to exceed 10 years, or, if the district is authorized to issue bonds, until the maximum maturity of those bonds. There is no requirement that the boundaries, assessments, improvements, or activities of a renewed district be the same as the original or prior district.

CHAPTER 6. Disestablishment

36670. Circumstances permitting disestablishment of district; Procedure

(a) Any district established or extended pursuant to the provisions of this part, where there is no indebtedness, outstanding and unpaid, incurred to accomplish any of the purposes of the district, may be disestablished by resolution by the city council in either of the following circumstances:

(1) If the city council finds there has been misappropriation of funds, malfeasance, or a violation of law in connection with the management of the district, it shall notice a hearing on disestablishment.

(2) During the operation of the district, there shall be a 30-day period each year in which assesses may request disestablishment of the district. The first such period shall begin one year after the date of establishment of the district and shall continue for 30 days. The next such 30-day period shall begin two years after the date of the establishment of the district. Each successive year of operation of the district shall have such a 30-day period. Upon the written petition of the owners or authorized representatives of real property or the owners or authorized representatives of businesses in the district who pay 50 percent or more of the assessments levied, the city council shall pass a resolution of intention to disestablish the district. The city council shall notice a hearing on disestablishment.

(b) The city council shall adopt a resolution of intention to disestablish the district prior to the public hearing required by this section. The resolution shall state the reason for the disestablishment, shall state the time and place of the public hearing, and shall contain a proposal to dispose of any assets acquired with the revenues of the assessments levied within the property and business improvement district. The notice of the hearing on disestablishment required by this section shall be given by mail to the property owner of each parcel or to the owner of each business subject to assessment in the district, as appropriate. The city shall conduct the public hearing not less than 30 days after mailing the notice to the property or business owners. The public hearing shall be held not more than 60 days after the adoption of the resolution of intention.

36671. Refund of remaining revenues upon disestablishment or expiration without renewal of district; Calculation of refund; Use of outstanding revenue collected after disestablishment of district

(a) Upon the disestablishment or expiration without renewal of a district, any remaining revenues, after all outstanding debts are paid, derived from the levy of assessments, or derived from the sale of assets acquired with the revenues, or from bond reserve or construction funds, shall be refunded to the owners of the property or businesses then located and operating within the district in which assessments were levied by applying the same method and basis that was used to calculate the assessments levied in the fiscal year in which the district is disestablished or expires. All outstanding assessment revenue collected after disestablishment shall be spent on improvements and activities specified in the management district plan.

(b) If the disestablishment occurs before an assessment is levied for the fiscal year, the method and basis that was used to calculate the assessments levied in the immediate prior fiscal year shall be used to calculate the amount of any refund.

APPENDIX 2 – ASSESSED BUSINESSES

Business Name	Address	
Vince's Motel	9515 Folsom Blvd	County of Sacramento
Best Western Plus Rancho Cordova Inn	10713 White Rock Rd	Rancho Cordova
Comfort Inn & Suites near Folsom Lake	12249 Folsom Blvd	Rancho Cordova
Courtyard Sacramento Rancho Cordova	10683 White Rock Rd	Rancho Cordova
Days Inn & Suites Rancho Cordova	3240 Mather Field Rd	Rancho Cordova
Doubletree Suites by Hilton-Rancho Cordova	11260 Point East Dr	Rancho Cordova
Extended Stay America	10721 White Rock Rd	Rancho Cordova
Fairfield Inn & Suites Rancho Cordova	10745 Gold Center Dr	Rancho Cordova
Hampton Inn Sacramento Rancho Cordova	10755 Gold Center Dr	Rancho Cordova
Holiday Inn Sacramento Rancho Cordova	11269 Point East Dr	Rancho Cordova
HomeTowne Studios by Red Roof	11299 Point East Dr	Rancho Cordova
Homewood Suites by Hilton Rancho Cordova Sacramento	10700 White Rock Rd	Rancho Cordova
Hyatt Place Sacramento Rancho Cordova	10744 Gold Center Dr	Rancho Cordova
La Quinta Inn & Suites -Rancho Cordova	11131 Folsom Blvd	Rancho Cordova
Motel 6 Rancho Cordova	10694 Olson Dr	Rancho Cordova
California Inn Rancho Cordova	10800 Olson Dr	Rancho Cordova
Residence Inn Sacramento Rancho Cordova	2779 Prospect Park Dr	Rancho Cordova
Sacramento Marriott Rancho Cordova	11211 Point East Dr	Rancho Cordova

MEMORANDUM



ITEM 19.1.

DATE: March 15, 2021
TO: Honorable Mayor and Council Members
FROM: Kate Adams, Chief of Police
SUBJECT: **RANCHO CORDOVA POLICE DEPARTMENT 2021 FIRST QUARTER COUNCIL UPDATE**

RECOMMENDATION

Receive information.

RESULT OF RECOMMENDED ACTION

This item is for informational purposes only.

BACKGROUND

The Rancho Cordova Police Department is pleased to present our 2021 First Quarter Update on innovative technology, the Mobile Crisis Support Team, and Community Engagement.

FISCAL IMPACT AND FUNDING SOURCE

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

ATTACHMENT(S)

1. 2021 First Quarter Report Presentation

ITEM 19.1.

ATTACHMENT 1



**RANCHO CORDOVA
POLICE DEPARTMENT**



2897 Kilgore Road
Rancho Cordova, CA 95670

916-875-9600

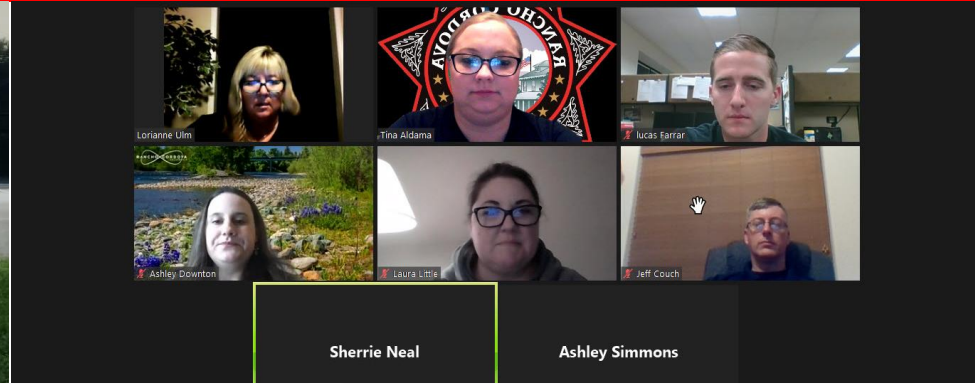
www.RanchoCordovaPD.com



First Quarter Reporting 2021



Neighborhood Watch



NON-CONTACT

- From March through June 2020, a weekly update newsletter was sent to all Neighborhood Watch and Business Watch Coordinators.
- Ongoing communication is continuously achieved with direct phone or email conversations.

"ONLINE" MEETINGS

"Zoom" meetings began and will continue through March as currently planned.

- Stone Creek and Lincoln Village in February
- Cordova Meadows in March

IN PERSON EVENTS

August 2020 – current, nine "drop in" style meetings at RCPD:

- Several informational presentations have been offered
- Food trucks available for lunch or dinner
- Allow for interaction with local POP officer and other RCPD staff
- *Beginning in April, RCPD is approved by the County Health Officer to conduct in person meetings again, with modifications.*





Unmanned Aerial Systems (UAS)



RCPD DRONE PROGRAM

Supports the availability of the best public services in the region while freeing up officers to support the needs of the community.

Types of activity used:

- Search warrant execution
- Barricaded subjects
- Burglary alarms
- 3D imaging of POP project or areas of concern. Allows for high resolution, low elevation imagery of areas

From January 1, 2020 – February 14, 2021, 59 calls for service within the RCPD and SSO East area involved the use of a drone.



Mobile Crisis Support Team (MCST)

OVERVIEW

As part of our pledge to provide a safe and inviting community, RCPD has partnered with the County of Sacramento Mobile Crisis Unit.

- Six MCST Teams currently, assigned to five areas throughout Sacramento County
- Team makeup
 - Police Officer trained in Crisis Intervention Training (CIT)
 - RCPD Officer Corey Jackson
 - Licensed Senior Mental Health Counselor
 - Caitlyn Fournier





Mobile Crisis Support Team (MCST)

OVERVIEW

The Mobile Crisis Support Team serves individuals of all ages and diversity by providing immediate response to emergency calls for crisis assessment and intervention to individuals experiencing a mental health crisis.

- January 2020 through January 2021, existing MCST Teams responded to 50 calls for service within the City of Rancho Cordova
- In addition, RCPD Officers responded to 209 calls involving possible mental health issues, or subjects currently involved in a potential mental health crisis.

GOALS

- Provide safe, compassionate, and effective responses to individuals with mental illness
- Increase public safety
- Decrease unnecessary Hospitalization
- Decrease unnecessary Incarceration
- Provide knowledge of, and access to resources
- Link individuals to on-going care

HOW DOES THE TEAM HELP?

- MCST Counselor and Officer partner to provide a first response model to emergency calls involving a mental health crisis
- MCST response allows utilization of skills and expertise from both law enforcement and behavioral health to increase diversion of individuals from unnecessary incarceration or hospitalization.
- MCST involves Peer Specialists with lived experience and community resource expertise to provide follow-up engagement and navigation to ongoing mental health services.

MEMORANDUM



ITEM 19.2.

DATE: March 15, 2021
TO: Honorable Mayor and Council Members
FROM: Kim Juran, Administrative Services Director
SUBJECT: **FISCAL YEAR 2020/21 MID-YEAR FINANCIAL UPDATE REPORT
AND BUDGET AMENDMENT**

RECOMMENDATION

Receive the 2020/21 Mid-Year Financial Report and Approve the Budget Amendment Resolution.

RESULT OF RECOMMENDED ACTION

The Fiscal Year 2020/21 Mid-Year Financial Report provides the City Council with the City's financial performance as of the mid-year point for the current fiscal year. The proposed budget amendment will adjust the budget in accordance with current fiscal year-end projections.

BACKGROUND

The City Council approved Operating Budget serves as the annual plan and resource allocation that guides and ensures implementation of City Council policies and priorities. The budget implements the vision and direction for the range of services that meet the needs of the community.

The Fiscal Year 2020/21 Operating Budget is the second year of the two year budget adopted in June 2019. The budget was amended downward in June 2020 due to the uncertain impact that the COVID-19 pandemic would have on City finances. Since that time, more information has become available to provide a more optimistic outlook.

The financial review as of December 31, 2020 provides the mid-year budget update to the City Council for the current fiscal year. Analysis of the revenues collected and all expenditures through December 31, 2020 measures the budget's adherence to the established resource allocation plan.

City finances are performing well at the mid-year point. Overall, City revenues on the whole show stability, with a few exceptions. City expenditures remain well within their allocated

budget amounts. The attached 2020/21 Mid-Year Financial Report as of December 31, 2020 provides the revenue and expenditure summary for the General Fund, the City's main operating fund.

General Fund

The General Fund is the City's main operating fund and provides for most City services. While the economic downturn resulting from COVID-19 was anticipated to significantly impact several of the City's key revenues, the actual impact has been unequal across revenue categories. This impact is described in further detail below by revenue source.

Revenues

Property Taxes are the single largest revenue source to the City, accounting for 32% of the 2020/21 General Fund revenue budget. The Fiscal Year 2020/21 budget for property tax anticipates a 5% increase over the prior year. Since the assessed valuation roll for the 2020/21 fiscal year was largely completed by the time the COVID-19 economic impact occurred, the City's property tax revenues are expected to achieve the original budget of \$18.5 million at year-end.

Sales Tax is the second largest revenue source to the City's General Fund at 30% of the revenue budget. This amount does not include the City's ½ cent Community Enhancement Fund sales tax that is accounted for separate from the rest of the City's General Fund operating budget per City Council direction. It was originally anticipated that the City's sales tax revenues would be negatively impacted by the COVID-19 economic downturn in FY20/21. The original sales tax budget of \$15.6 million was reduced down to \$14.3 million in June 2020 as a precautionary measure. Since that time, it has become clear that changes in consumer spending behavior to more taxable goods has had a positive influence on the City's sales tax revenues, as they are now anticipated to reach \$18.3 million at fiscal year end.

Transient Occupancy Tax (TOT), also referred to as hotel/motel tax, comes from a 12% surcharge that is applied to the room rates of the City's hotels. TOT revenue accounts for 7% of total General Fund revenue and was originally budgeted at \$4.25 million in FY 2020/21 and was adjusted down to \$2.75 million in June 2020. This revenue category has been more significantly impacted by COVID-19 than any other City revenue. Data for the first six months of the fiscal year show TOT revenues trending at 53% of the same period in the prior year. At their current rate, TOT revenues are not anticipated to achieve the current year amended budget forecast of \$2.75 million, but that could change as the vaccine becomes more widely available resulting in an uptick in travel in the spring and summer months.

Utility Users Tax (UUT) is a voter approved tax that is applied to utility bills in the City including electricity, gas, water, and telecommunications and accounts for 6% of total General Fund Revenue. While this revenue category typically remains relatively constant from year to year, the impact of office closures on energy demand has resulted in a decline in UUT revenues in

FY 20/21. The original budget for this category was reduced in June 2020 by \$275,000 to \$3.38 million. Like TOT, UUT revenues are not anticipated to achieve the current year budget based on the current trend forecast.

The other revenue category that was anticipated to be impacted by the COVID-19 economic downturn is investment income. With the Federal Reserve slashing interest rates to zero in March 2020, the City's investment portfolio has experienced a significant decline from budgeted revenues. The budget for investment income was reduced by \$350,000 in June 2020 to account for this downturn, as City investments have matured and are reinvested over the course of the fiscal year at significantly lower interest rates.

Building permit revenues have performed significantly above expectations as construction activity in the City has continued at an unprecedented rate. Building permit revenues have already exceeded the budget for the year as of the end of February and are anticipated to end the year approximately \$1,000,000 above budget. It should be noted that this increased level of construction activity has a corresponding impact on the expenditure side of the City budget.

Expenditures

To balance the FY20/21 General Fund budget from the impact of lower than anticipated revenues, the City made corresponding expenditure reductions to the budget in June 2020. These budget reductions attempted to minimize the impact to the community by focusing on maintaining existing service levels and postponing planned enhancements and new projects.

As of December 31, 2020, City expenditures were trending at approximately 34% of the amended budget, on pace with prior years. Due to the City's improved budget outlook, the original budget levels are recommended for re-instatement to enable previously anticipated projects and programs to proceed forward.

Community Enhancement Fund

The City's Community Enhancement Fund budget was adjusted downward in June 2020 as a precautionary measure. Based on the most recent sales tax data, it is recommended that the CEF budget be increased to \$9.5 million in accordance with the City's most recent forecast.

FISCAL IMPACT AND FUNDING SOURCE

The proposed budget amendment for the General Fund would reinstate several budget reductions that were put in place in June 2020 due to the uncertainty of the COVID-19 pandemic by increasing revenues by \$4.8 million and expenditures by \$4.35 million. The Community Enhancement Fund budget would also be amended by increasing revenues and expenditures by \$2.2 million. The other proposed budget amendments would adjust the budgets across several of the City's special revenue funds to enable the continuation of key Capital Improvement Projects. These adjustments are determined based on available funds in each of the special revenue funds.

ATTACHMENT(S)

1. Mid-Year 20-21 Report
2. Resolution
3. Exhibit A to Resolution - Proposed Budget Amendments
4. FY 20-21 Mid-Year Financial Update

Fiscal Year 2020/21
General Fund Mid-Year Financial Update

	2016/17 Actual	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Amended Budget	2020/21 Actuals Thru 12/31/20
Revenues						
Property Taxes	14,795,007	16,010,748	17,153,074	18,363,685	18,462,400	-
Sales Tax	13,955,727	15,205,165	16,145,248	16,653,873	14,371,800	6,599,309
Transient Occupancy Tax	3,866,249	3,984,490	4,315,525	2,957,138	2,755,800	842,482
Utility Users Tax	3,678,209	3,835,713	3,450,030	3,361,479	3,384,200	1,155,764
Other Taxes	2,395,005	2,368,054	2,534,195	2,674,735	2,660,100	85
Franchise Fees	2,013,872	2,116,694	2,058,391	2,195,482	2,203,400	515,367
Licences, Permits, and Fees	3,547,415	3,177,989	3,253,997	4,404,670	3,016,000	2,213,982
Fines and Forfeitures	1,656,526	1,549,953	1,759,319	1,304,956	1,587,500	686,230
Use of Money and Property	860,732	501,253	1,815,726	3,136,541	851,000	170,027
Intergovernmental Revenue	838,766	483,437	742,246	1,092,458	599,500	699,147
Charges for Services	3,593,869	3,307,486	4,404,969	5,000,760	3,704,600	1,783,944
Other Revenue	17,548	96,355	83,413	95,959	68,500	26,811
Transfers In	100,032	100,000	276,048	279,984	360,800	-
Total Revenues	\$ 51,318,957	\$ 52,737,337	\$ 57,992,181	\$ 61,521,720	\$ 54,025,600	\$ 14,693,147
Expenditures						
Salaries and Benefits	7,380,546	6,743,728	8,061,213	8,635,985	8,477,200	4,761,085
Operating Costs	33,856,428	28,613,146	29,494,495	30,776,900	30,604,000	13,619,203
Capital	309,752	2,788,834	178,327	994,923	-	-
Debt Service/Revenue Neutrality	8,489,190	8,632,032	9,060,042	9,321,866	10,668,600	-
Transfers Out	1,205,270	5,640,552	10,527,720	8,418,400	4,204,100	134,685
Total Expenditures	\$ 51,241,186	\$ 52,418,292	\$ 57,321,797	\$ 58,148,074	\$ 53,953,900	\$ 18,514,973
Revenues over Expenditures	\$ 77,771	\$ 319,045	\$ 670,384	\$ 3,373,646	\$ 71,700	\$ (3,821,826)

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2021

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA, AMENDING THE FISCAL YEAR 2020/21 OPERATING BUDGET

WHEREAS, the City Council approved the Fiscal Year 2020/21 Budget via Resolution No. 47-2019; and

WHEREAS, due to the potential unforeseen impact of COVID-19 on the City's revenues it was necessary to amend the City's Fiscal Year 2020/21 budget forecast in June 2020; and

WHEREAS, based on a review of the City's mid-year financial results it has been determined that the budget reductions from June 2020 are no longer necessary; and

WHEREAS, additional budget adjustments are necessary to ensure continuity of projects included in the City's Capital Improvement Program; and

WHEREAS, the Fiscal Year 2020/21 will be amended as shown on the attached Exhibit A:

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

1. The Fiscal Year 2020/21 Adopted Budget is hereby amended to incorporate the adjustments on the attached Schedule of Proposed Budget Amendments.
2. That the amounts stated in the Schedule of Proposed Budget Amendments shall become and thereafter be appropriated to funds stated therein and said monies are hereby appropriated; and
3. The City Manager is authorized to approve expenditure adjustments within individual funds so long as the total appropriated within each major fund is not exceeded.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 15th day of March 2021 by following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Garrett Gatewood, Mayor

ITEM 12.1.

ATTACHMENT 1

Stacy Leitner, CMC
City Clerk

ITEM 19.2.

ATTACHMENT 3 Exhibit A to the Resolution

Exhibit A City of Rancho Cordova Proposed Budget Amendments Fiscal Year 2020/21

Fund	Fund Name	Original Adopted Revenue Budget	Proposed Adjustment	Proposed Final Revenue Budget	Description of Adjustment
General Fund:					
1000	General Fund	\$ 54,025,600	\$ 4,800,000	\$ 58,825,600	Revenue amendments: Sales Tax: \$4,000,000 Transient Occupancy Tax: (\$200,000) Building Permit Revenues: \$1,000,000
1100	Community Enhancement Fund	7,300,000	2,200,000	9,500,000	Adjust for most recent estimates

Special Revenue Funds:

2700	Roadway Improvement Fund	358,000	330,000	688,000	Reinstate transfer in of \$330,000 from General Fund
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Internal Service Funds:

7100	Facilities Fund	2,202,100	200,000	2,402,100	Reinstate transfer in of \$200,000 from General Fund
7200	Technology Fund	2,075,300	275,000	2,350,300	Reinstate transfer in of \$275,000 from General Fund

Fund	Fund Name	Original Adopted Expenditure Budget	Proposed Adjustment	Proposed Final Expenditure Budget	Description of Adjustment
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General Fund:

1000	General Fund	\$ 53,953,900	\$ 4,355,000	\$ 58,308,900	Reinstate original budget that was reduced in June 2020 due to COVID-19 and adjust for land acquisition purchase: Salaries and Benefits: \$700,000 Operating Costs: \$1,850,000 Transfers Out to Capital: \$805,000 Land Acquisition: \$1,000,000
1100	Community Enhancement Fund	7,300,000	2,200,000	7,375,000	CP16-2176 - Gateway Monument Sign; \$75,000 Unfunded Legacy Projects (TBD); \$2,125,000

Special Revenue Funds:

2250	Traffic Mitigation Impact Fees	4,851,500	730,000	5,581,500	CP14-2132 - Zinfandel Complex Phase I Feasibility Study; \$400,000 PM16-7249 - Circulation Plan Update; \$20,000 PM21-7399 - Transportation Impact Fee Update; \$260,000 PM21-xxxx - New Circulation Plan; \$50,000
2251	Traffic Mit Adm Impact Fees	150,000	10,000	160,000	PM21-7399 - Transportation Impact Fee Update
2259	Storm Drain Impact Fee Administration	-	80,000	80,000	Storm Drain Impact Fee Administration
2310	Federal Grants	1,909,000	1,000	1,910,000	CP16-2169 - Rod Beaudry - Routier Bikeway Project
2320	State Grants	94,500	416,000	510,500	CP20-2214 - RC02 Street Rehabilitation; \$366,000 PM21-xxxx - Tree Grant; \$50,000
2410	Gas Tax	2,042,200	15,000	2,057,200	PM21-7367 - FY20-21 Maintenance - Gas Tax
2422	New Measure A Maintenance	2,893,900	476,500	3,370,400	PM20-7350 - FY19/20 & 20/21 Maintenance - Streetlight, Road & Landscape CFD 2012; \$106,000 PM21-7368 - FY 20/21 Maintenance - Measure A; \$178,000 PM21-7376 - FY20/21 ITS Project Development; \$30,000 PM21-7400 - FY 20/21 Signal Timing & Operations; \$52,500 PM21-7378 - FY20/21 Traffic Control and Safety Program; \$110,000
2423	New Measure A Construction	510,000	2,500	512,500	PM21-7378 - FY20/21 Traffic Control and Safety Program
2511	Transit Related Service Area (TRSA) Zone 2 (DL0034)	636,500	20,000	656,500	PM21-7379 - FY20/21 Rancho CordoVan Shuttle
2520	Landscape & Lighting Districts No. 2005-1 (DL0033)	146,100	12,000	158,100	PM21-7370 - FY20/21 Maintenance - Landscape and Lighting District
2560	Rancho Cordova Lighting District No. 2012-1 (DL0035)	349,800	25,000	374,800	PM21-7369 - FY20/21 Maintenance - RC Lighting District (CSA-1)
5300	Storm Drain	10,534,850	90,000	10,624,850	PM14-7181 - Stormwater Impact Fee Detachment; \$40,000 PM21-7407 - FY 20/21 SWU I - Stormwater Facility Maintenance; \$50,000
8200	CFD 2005-2 (Landscape Maintenance) (DL0042)	75,200	13,800	89,000	PM21-7372 - FY20/21 Maintenance - Landscape Maintenance CFD
8300	Road Maintenance CFD 2008-1 (DL0045)	46,200	15,000	61,200	PM20-7349 - FY19/20 & 20/21 Maintenance - Road Maintenance CFD
8310	CFD 2014-2 Street, L&L (DL0047)	60,200	50,000	110,200	PM20-7350 - FY19/20 & 20/21 Maintenance - Streetlight, Road & Landscape CFD 2012

FY 20/21 Mid-Year Financial Update and Budget Amendment

March 15, 2021

Fiscal Year 2020/21

Mid-Year Review

- COVID-19 impacts on City revenues has been uneven
 - Revenue streams most impacted included
 - Transient Occupancy Tax
 - Utility Users Tax
 - Commercial Waste Franchise Fees
 - City Hall Rental Fees
 - Interest Earnings
- Robust construction market in the Sacramento region has pushed sales tax and permit revenues to higher levels than anticipated

FY 2020/21 Revenue

Revenues	2016/17 Actual	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Amended Budget	2020/21 Actuals Thru 12/31/20
Property Taxes	14,795,007	16,010,748	17,153,074	18,363,685	18,462,400	-
Sales Tax	13,955,727	15,205,165	16,145,248	16,653,873	14,371,800	6,599,309
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Other Taxes	2,395,005	2,368,054	2,534,195	2,674,735	2,660,100	85
Franchise Fees	2,013,872	2,116,694	2,058,391	2,195,482	2,203,400	515,367
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Other Revenue	17,548	96,355	83,413	95,959	68,500	26,811
Transfers In	100,032	100,000	276,048	279,984	360,800	-
Total Revenues	\$ 51,318,957	\$ 52,737,337	\$ 57,992,181	\$ 61,521,720	\$ 54,025,600	\$ 14,693,147

FY 2020/21 Revenue

Property Tax 32% of General Fund Revenues

Fiscal Year 2020/21 Budget: \$18.4 million

Fiscal Year 2020/21 Estimated Actual: \$18.8 million

- Assessed value role for FY 20/21 was not impacted by COVID-19 economic downturn
- Property taxes in future years could experience a downturn depending on what the post-COVID environment looks like for the City's business park

FY 2020/21 Revenue

Sales Tax 30% of General Fund Revenues

Fiscal Year 2020/21 Amended Budget: \$14.3 million

Fiscal Year 2020/21 Estimated Actual: \$18.5 million

- Changes in consumer buying behavior to more taxable items resulted in higher than anticipated sales tax revenues
- 50% increase in sales tax allocation through County pool due to shift to online purchases
- Changes in allocation of sales tax for major online retailer will negatively impact sales tax in second half of fiscal year

FY 2020/21 Revenue

Transient Occupancy Tax **8% of General Fund Revenues**

Fiscal Year 2020/21 Amended Budget: \$2.75 million

Fiscal Year 2020/21 Estimated Actual: \$2.5 million

- TOT Revenues for the first six months of the fiscal year (July – December) trending at 53% of the same period in the prior fiscal year
- Uncertainty whether the rollout of COVID vaccine will result in increased travel and occupancy in spring and summer months

FY 2020/21 Revenue

Utility Users Tax 7% of General Fund Revenues

Fiscal Year 2020/21 Amended Budget: \$3.3 million

Fiscal Year 2020/21 Estimated Actual: \$3.2 million

- City's UUT significantly impacted by business shutdowns due to COVID
- Unclear how post COVID return to work will impact future energy demand

FY 2020/21 Revenue

Building Permits 7% of General Fund Revenues

Fiscal Year 2020/21 Budget: \$2.15 million

Fiscal Year 2020/21 Estimated Actual: \$3.2 million

- Construction activity has continued at an unprecedented rate throughout the COVID pandemic
- This high level of activity results in higher City expenditures to meet the demand

FY 2020/21 Revenue

Other Revenues

- Investment Income continues to be negatively impacted by current low interest rate environment
- Recent passage of \$1.9 Trillion COVID-19 Stimulus Bill will allocate \$15.8 million to City

FY 2020/21 Expenditures

Expenditures	2016/17 Actual	2017/18 Actual	2018/19 Actual	2019/20 Actual	2020/21 Amended Budget	2020/21 Actuals Thru 12/31/20
Salaries and Benefits	7,380,546	6,743,728	8,061,213	8,635,985	8,477,200	4,761,085
Operating Costs	33,856,428	28,613,146	29,494,495	30,776,900	30,604,000	13,619,203
Capital	309,752	2,788,834	178,327	994,923	-	-
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Total Expenditures	\$ 51,241,186	\$ 52,418,292	\$ 57,321,797	\$ 58,148,074	\$ 53,953,900	\$ 18,514,973
Revenues over Expenditures	\$ 77,771	\$ 319,045	\$ 670,384	\$ 3,373,646	\$ 71,700	\$ (3,821,826)

FY 2020/21 Community Enhancement Fund

Fiscal Year 2019/20 Actual: \$8.7 million

Fiscal Year 2020/21 Amended Budget: \$7.3 million

Fiscal Year 2020/21 Estimated Actual: \$9.5 million

Options for Use of Additional CEF funds in FY 20/21:

- Fund \$2 million estimated shortfall for Youth Center
- Allocate towards estimated \$4.5 million shortfall for Little League
- Other ideas?

FY 2020/21 Proposed Budget Amendment

General Fund

- Increase Revenue Budget by \$4.8 million to \$58.8 million
- Increase Expenditure Budget by \$4.35 million to \$58.3 million

Community Enhancement Fund

- Increase Revenue & Expenditure Budget by \$2.2 million to \$9.5 million

Special Revenue and Internal Service Funds

- Adjust revenue and expenditure budgets across several funds for Capital Improvement Program projects as detailed on Exhibit A

MEMORANDUM



ITEM 19.3.

DATE: March 15, 2021
TO: Honorable Mayor and Council Members
FROM: Elizabeth Sparkman, Community Development Director
SUBJECT: **DISCUSSION ON HOMEOWNERS ASSOCIATIONS AND ENFORCEABLE COVENANTS, CONDITIONS, AND RESTRICTIONS**

RECOMMENDATION

Receive information and provide direction.

RESULT OF RECOMMENDED ACTION

There is no formal action at this time.

BACKGROUND

At the February 1, 2021 City Council meeting, staff presented information on the various practices for consideration as it relates to Home Owners Associations (HOAs) and enforceable Covenant's, Conditions and Restrictions (CC&Rs). Tonight is a follow up to that discussion.

DISCUSSION

To summarize the previous information provided as it relates to the formation of HOAs and Enforceable CC&Rs:

New housing developments that have common areas are required to form a traditional HOA under State law. These are commonly referred to as Common Interest Developments (CID) HOAs. Since State law requires that the HOA be formed in these cases, the City does not need to require it.

A Non-CID HOA, while not required by the State, could be a mechanism for the City to require a HOA when there aren't any common areas. These often times exist to enforce the Declaration of CC&Rs that govern a specific development. A primary advantage of this is that it may be easier for a Non-CID HOA to enforce CC&Rs and rules against homeowners rather than relying on individual homeowners to carry out that responsibility.

When there aren't any common areas, the City has been requesting and/or requiring the developer to record enforceable CC&Rs that name the City as a third party beneficiary with rights and without obligation to enforce the CC&Rs.

SUMMARY

Staff outreached this topic to the North State Building Industry Association at its regularly scheduled meeting in February and with follow up conversations continuing into March with the BIA representative and individual members. Conversations included including the HOA options, and Enforceable CC&Rs including provisions for the establishment of an Architectural Review Committees, references to the City's municipal code, and the prohibition of the parking of boats, recreational vehicles and trailers.

General feedback received was clear that the development community would oppose any requirement by the City to form an HOA where it was not required by State Law. The BIA also opposed a requirement to establish an Architectural Review Committee. The BIA was not opposed to a requirement to record Enforceable CC&Rs.

Following Council discussion and direction, staff would return at a future council meeting with a resolution with a standard condition of approval.

FISCAL IMPACT AND FUNDING SOURCE

There is no Fiscal Impact.

ATTACHMENT(S)

None