

## **CITY OF RANCHO CORDOVA**



### **CITY COUNCIL MEETING Tuesday, January 25, 2022**

**5:30 PM – Special Meeting/Work Session**

**NO PHYSICAL LOCATION FOR PUBLIC ATTENDANCE**

**Meetings are currently teleconference meetings only to align with the Sacramento County Public Health Order dated January 6, 2022.**

**Pursuant to California Assembly Bill 361 amending the Ralph M. Brown Act (Govt. Code 54950-54963), the City has declared a state of emergency relating to COVID-19 and imposed measures to promote social distancing.**

**Join the Meeting Via Zoom Link:**

**<https://cityofranchocordova.zoom.us/j/83661029123?pwd=VXUyTWFaWklY1pXUEs1NGhxTno3Zz09>**

**Join the Meeting via the Zoom Phone Number**

**Zoom Phone Number: +1 669 900 6833, +1 253 215 8782**

**Webinar ID: 836 6102 9123**

**Password: 578969**

**NO PHYSICAL LOCATION FOR PUBLIC ATTENDANCE**

#### **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](mailto:CityClerk@cityofranchocordova.org) no later than 3:00 p.m. on Tuesday, January 25, 2022. All comments submitted later than 3:00 p.m. will be sent to the City Council for their review and may not be read during the meeting.

**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 Tuesday, January 25, 2022, before 3:00 p.m.

### **AGENDA**

#### **1. SPECIAL MEETING - CALL TO ORDER/ROLL CALL**

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

#### **2. PUBLIC COMMENT**

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

#### **3. SPECIAL MEETING**

- 3.1. **Subject:** Presentation and Discussion of Planning Commission Applications and Selection Process.

**Recommendation:** Receive a report regarding the Planning Commission applications received and future selection process.

- 3.2. **Subject:** Mobilehome Park Space Rent Stabilization Draft Ordinance Discussion.

**Recommendation:** Receive presentation, provide feedback and direction.

#### **4. 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 24 hours prior to the meeting, shall be available for public inspection at the time the documents are distributed to the Council. Documents are available for inspection at the City Clerk's office located in Rancho Cordova City Hall.

The agenda items are accessible on the City's website at [www.cityofranhocordova.org](http://www.cityofranhocordova.org) on Fridays prior to the Special City Council Meeting.

### **UPCOMING MEETINGS**

|                   |                                         |
|-------------------|-----------------------------------------|
| February 7, 2022  | 4:00 PM Special Meeting/Regular Meeting |
| February 15, 2022 | 5:30 PM Special Meeting/Work Session    |
| February 22, 2022 | 5:30 PM Regular Meeting                 |
| March 7, 2022     | 4:00 PM Special Meeting/Regular Meeting |
| March 21, 2022    | 5:30 PM Regular Meeting                 |
| March 29, 2022    | 5:30 PM Special Meeting/Work Session    |
| April 4, 2022     | 4:00 PM Special Meeting/Regular Meeting |
| April 18, 2022    | 5:30 PM Regular Meeting                 |

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

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 24 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 January 25, 2022 Special Meeting of the Rancho Cordova City Council was posted and available for review on January 21, 2022 at City Hall of the City of Rancho Cordova, 2729 Prospect Park Drive, Rancho Cordova, California, 95670. The agenda is also available on the city website at [www.cityofranhocordova.org](http://www.cityofranhocordova.org).

Signed January 21, 2022 at Rancho Cordova, California.



\_\_\_\_\_  
Stacy Leitner, CMC  
City Clerk

# MEMORANDUM



## ITEM 3.1.

**DATE:** January 25, 2022  
**TO:** Honorable Mayor and Council Members  
**FROM:** Darcy Goulart, Planning Manager  
**SUBJECT:** **PRESENTATION AND DISCUSSION OF PLANNING COMMISSION APPLICATIONS AND SELECTION PROCESS**

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### **RECOMMENDATION**

Receive a report regarding the Planning Commission applications received and future selection process.

### **RESULT OF RECOMMENDED ACTION**

No action will be taken by City Council. Staff will present a summary of the Planning Commission applications received and the future selection process of the seven member Planning Commission.

### **BACKGROUND**

On November 15, 2021, the City Council reinstated a seven (7) member Planning Commission. The next step upon reinstatement, was to open up an application process to fill the seven member Commission. The application period was open from December 7, 2021 through January 10, 2022. A Planning Commission webpage was launched on December 7, 2021 and includes basic information on the Commissioners' roles and responsibilities, a Frequently Asked Questions tab and information on how to apply to be a Commissioner, and a link to an online application. The Communications Division posted the application announcement on the City's social media pages at the beginning and near the end of the application process.

### **APPLICATION AND INITIAL SCREENING**

In order to apply to become a Planning Commissioner, the following minimum qualifications from Section 2.30.040 of the Rancho Cordova Municipal Code (RCMC) must be met:

1. Must be at least eighteen (18) years of age.
2. Shall not be an elected or appointed official of another public entity whose jurisdiction includes any part of the City.
3. Shall reside within the incorporated boundaries of the City of Rancho Cordova.

Applicants were asked to provide basic information to aid in ensuring that the minimum

qualifications were met. They were also asked to answer various questions regarding their desire to be a Planning Commissioner and interest in the community, as well as attach a resume or bio to provide the Council with additional insight and background on each applicant. At the close of the application process, twenty-six (26) applications were received. Staff conducted an initial screening of the applications to ensure the minimum qualifications were met and all twenty-six applicants met the qualifications. [Attachment 1](#) includes each perspective Commissioners application and resume and/or bio. The applications have been compiled in alphabetical order by first name.

### **PLANNING COMMISSIONER SELECTION PROCESS**

As part of this packet, each Council member has been provided with the twenty-six applications. The Council will have the next three weeks to review the applications submitted and begin thinking about potential nominations for the regular and at large members. To assist the Council, staff prepared a spreadsheet that lists each applicant's name and which membership is being sought ([Attachment 2](#)). This will assist the Council with knowing if an applicant is interested in becoming a regular or at large member. Applicants were able to select both if they did not favor one over the other. At the February 15, 2022 City Council Special Meeting Work Session, each applicant will be given an opportunity to provide the Council with a brief 2-minute introduction of themselves. While this is not mandatory, nor a requirement of the application process, each applicant is strongly encouraged to attend.

At the Work Session, the Council has the option of making their nominations for the regular and at large members. If the Council would like additional time, staff would recommend that nominations be made and voted on at the February 22, 2022 Regular City Council meeting. Action on this item at the February 22, 2022 meeting will provide the new Planning Commissioners with the ability to attend a training opportunity with the League of California Cities in mid-March. Since each Council member will have all twenty-six applicants to select from, there could be a situation where more than one Council member nominates the same applicant for the regular membership position. Staff would recommend that each Council member have more than one name in mind, in the event that this happens. In regards to the two at large positions, each Council member should have at least one name to be voted on by the Council for these two positions.

### **SUMMARY**

In summary, the purpose of this presentation is to provide the Council with the qualified applications and go over the selection process. The February 15, 2022 Special Meeting/Work Session will provide each applicant an opportunity to provide a brief introduction of themselves to the Council. At that meeting, the Council can make their nominations and vote on the seven member Planning Commission. However, final nominations and selections can be deferred to a later City Council meeting.

### **FISCAL IMPACT AND FUNDING SOURCE**

There is no Fiscal Impact.

### **ATTACHMENT(S)**

1. Planning Commission Applications
2. Membership Preference
3. Presentation

**From:** [City of Rancho Cordova](#)  
**To:** [PlanningServices](#)  
**Subject:** \*NEW SUBMISSION\* Planning Commission Application  
**Date:** Thursday, January 6, 2022 12:41:41 PM

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**Planning Commission Application**

**Submission #:** 1390875  
**IP Address:** [REDACTED]  
**Submission Date:** 01/06/2022 12:41  
**Survey Time:** 57 minutes, 57 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

**Full Name**

Afraz A. Hameed

**Home Address**

[REDACTED]

**Email Address**

[REDACTED]

**Date of Birth**

[REDACTED]

**Home Phone**

[REDACTED]

**Cell Phone**

[REDACTED]

**Occupation**

Engineering Student / Content Creator

**Do you reside within the incorporated boundaries of the City of Rancho Cordova?**

Yes

**Desired Membership (check all that apply)**

Regular Membership

**If not selected for your desired membership, are you willing to be considered for the other membership?**

No

**Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? If so, please state the entity and your role.**

No

**If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?**

Yes

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner.**

**In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.**

I would like to be a planning commissioner to give back to the community I've lived in for most of my life. I want to be a part of the process for choosing and designing projects and building in Rancho Cordova, and help facilitate communication between the general public and the City Council. Since I've lived here for most of my life, I generally know many people in this community and in the communities around us, such as Folsom, Elk Grove, etc. While the City Council and city is planning projects or construction, I want to help facilitate the communication between the general public and the City Council staff to ensure, since the general public's lives will be affected by the changes that City Council implements, that the best project choices can be made in the interest of the public and City Council collectively. With that great communication, I want more of the community to be aware of what projects are being proposed or developed, so there are always different ideas or projects for the public to think about or ponder/discuss with other community members, hence giving the City Council staff the best idea for the project's public approval. Throughout the long time I've lived in Rancho, I've enjoyed the changes that have been implemented ever since I first arrived in this community with my family - especially the construction of McGarvey Elementary School, Heron Landing Park, the extra houses, Sunridge Plaza, etc - I believe it's a fantastic path for the neighborhood to take, since sometimes I've thought that in Anatolia it's a bit far for us to get to some places, and so having some extra pieces of civilization/stores nearby was a lot easier on us regarding time constraints. Not only that, since I know individuals and have worked with people that lead projects in Elk Grove, Folsom, and other communities, as a planning commissioner I want to draw inspiration from the projects that succeed for other communities, and implement them properly in our own.

**In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.**

I have been involved in my neighborhood and the community as a whole through many high school programs that I was a part of. I was a part of the SMUD Youth Energy Summit, a competition where my team and I advocated environmental awareness and clean energy through a project. Our project involved education of clean energy, public transport, bike communities, and other potential solutions to weaken our carbon footprint. We made YouTube videos that we published to educate the general public about potential solutions that can be implemented gradually, to lessen the impact of our carbon footprint on the Earth. I was also an intern in the Elk Grove Civic Summer program, learning about Elk Grove's history, the process for new projects, networking with prominent Elk Grove individuals and City Council members, and presented our learning and experiences to Elk Grove City Council (four of us presented out of the 25 in the internship). We discussed the mindsets and working skills needed to be a leader of a city, and I ended up volunteering with one of the Council Member's companies, Asian Resources Inc. during the summer distributing food and care packages to elderly Asian households who needed extra food or COVID protecting materials such as masks. I have been involved with a different community being the blood cancer community, as for the last 2 years of my high school career I worked with LLS (The Leukemia and Lymphoma Society) I fundraised along with my team mates to raise over \$10,000 to fund blood cancer research and treatment for patients just within 2020-2021. During our campaign, we advocated for blood cancer research through social media, personal donation asks to contacts we know, and arranging events to raise money for them. Even now, I am a mentor for a LLS team, and aspire to educate and train the younger generation to also support and join the fight against cancer, rallying as many people as possible to assist people all over the world that fight cancer.

**In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

I like the safety of being in the City of Rancho Cordova, generally I don't hear about many crimes or deadly accidents

happening in our community, and I like the comfort I feel with the openness of Rancho, not being heavily overrun with structures and buildings - having some open spaces is a big relief for me. In particular, I enjoy having some places where I can shop and enjoy myself like Sunridge Plaza and the Anatolia Clubhouse, and having nice bike trails and places to run around the neighborhood is even better since I enjoy having open nature in my neighborhood. There are some nice places that are a bit farther from me in particular, but in Rancho Cordova that I like such as the really nice weather, as well as the racial diversity. I particularly know people of many different races that reside within Rancho Cordova, and that go to the Anatolia Clubhouse, I believe our community has a great diversity amongst cultures. Other nice areas that I've been to before are the Stone Creek Community Park, the Mather Golf Course (with my family), the Sacramento Children's Museum, and the amazing schools like Sunrise Elementary and McGarvey Elementary School (both schools which I volunteered at even after I graduated), etc.

**Attach a copy of your resume.**

Afraz Rancho Resume - Google Docs.pdf

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

**Applicant's Signature**

Afraz A. Hameed

**Date**

01/06/2022 12:00 AM

Thank you,

**City of Rancho Cordova**

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# Afraz A. Hameed



## EXPERIENCE

**SMUD Youth Energy Summit** Spring 2021 | Competitor | Elk Grove, CA

Key Responsibilities:

- Advocated methods of green energy transportation and minimizing carbon footprint
- Made educational videos on YouTube promoting environmental health awareness and solutions

**LLS (The Leukemia and Lymphoma Society)** November 2019 - Current | Mentor, Candidate, Member | Sacramento, CA

Participated in LLS first year as a member, and then the next year as a leader of a team. Raised over **\$10,000 with our team** during the fundraising season of 2020-2021. Currently a mentor of a team, teaching them about fundraising strategies and leadership skills.

Key Responsibilities:

- Networked with possible contacts and donors for contacts and support towards our mission.
- Managed and organized our operations using Google Calendar, Google Contacts, and other tools.

**Innovative Design and Engineering Academy (IDEA) Leadership** August 2019 - May 2021 Pleasant Grove High School | Elk Grove, CA

Key Responsibilities:

- Led events and recruitment for our high school engineering academy

**EGCS (Elk Grove Civic Summer)** Summer 2020 | Intern | Elk Grove, CA

Key Responsibilities:

- Built relationships and interacted with prominent Elk Grove individuals in quarantine in Zoom
- Presented a video and what we learned/experienced during the internship to Elk Grove City Council

## EDUCATION

Completed:

**Pleasant Grove High School** | Was in the top 10% of students in Pleasant Grove High School's % 2021 - 4.2 W GPA

In Progress:

**Cosumnes River College** | Bachelor of Science in Computer Engineering - 3.7 GPA

**Relevant Courses Enrolled:** Differential Equations, Mechanics of Solids and Fluids, Discrete Mathematics, Intro to Circuits

## SKILLS

Languages: English, Japanese

Hard Skills: AutoCAD, Autodesk Inventor, Java, Python, Video Editing, Business Comms, speaking, writing

Soft Skills: Time Management, Project Organization, Attention to Detail, Adaptable, Leadership, Detailed Analysis, Drive

**From:** [City of Rancho Cordova](#)  
**To:** [PlanningServices](#)  
**Subject:** \*NEW SUBMISSION\* Planning Commission Application  
**Date:** Tuesday, January 4, 2022 8:03:53 PM

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### Planning Commission Application

**Submission #:** 1386539  
**IP Address:** [REDACTED]  
**Submission Date:** 01/04/2022 8:03  
**Survey Time:** 52 minutes, 12 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

#### Full Name

Andrew E. Carhart

#### Home Address

[REDACTED]

#### Email Address

[REDACTED]

#### Date of Birth

[REDACTED]

#### Home Phone

[REDACTED]

#### Cell Phone

[REDACTED]

#### Occupation

State Legislative Manager, California Department of Transportation

#### Do you reside within the incorporated boundaries of the City of Rancho Cordova?

Yes

#### Desired Membership (check all that apply)

At Large Member

Regular Membership

#### If not selected for your desired membership, are you willing to be considered for the other membership?

Yes

**Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? If so, please state the entity and your role.**

No

**If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?**

Yes

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner.**

**In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.**

My family and I have resided in Rancho Cordova for more than a decade and I have watched the city grow exponentially over the years. I chose this community as a permanent home and I would like to provide more input, guidance, and vision to help achieve the city's long-term goals. I support the overall direction that this city has taken to become a major employment and housing center, but the state is facing crises on every front. With major problems in housing supply, affordability, and the pandemic, smart and strategic planning is increasingly more critical to sustaining a high quality of life and developing healthy, livable communities. As a long-time employee of the State of California and a graduate of Sacramento State's Public Policy and Administration graduate school, I have deep experience in developing policies and alternatives that weigh public interests and concerns alongside the need for pragmatic government solutions. I would appreciate the opportunity to become more involved in developing a vision for this city and use my experience to take community feedback and arrive at decisions that benefit all involved. As a legislative manager, I have negotiated laws that have set statewide policy in transportation and housing. I have learned from my experiences that it is vital to take feedback, listen, and engage with the residents and stakeholders to create solutions that reflect our communities. I have also worked with legislative offices, government agencies, advocates, academics, labor, industry, and many other groups to advance alternatives and solutions that broke new ground to tackle intractable problems. I would appreciate the opportunity to work closer with local government officials to plan for a brighter future and improve our community together.

**In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.**

As a resident of Rancho Cordova, I volunteered to participate on the first Community Enhancement Fund Citizen's Oversight Board because I believe in the progress that government support can create. As a board member, I welcomed the ability to provide input and feedback to promote the vision of the enhancement fund. I have continuously sought out opportunities to participate in local governance through community organizations, city events, and other neighborhood functions. As a member of the Hornet's Policy and Politics Alumni chapter of Sacramento State, I have worked to bring events to our area and promote Rancho Cordova's direct connection to the state capitol. I am interested in furthering these connections by supporting the city's efforts to bring or expand higher education opportunities. I am also interested in the intersection of transportation and housing policy and how these goals can be realized through local and regional planning. I would like to be a part of the development of bicycle and pedestrian plans, transit operations, and other planned transportation improvements, as these planning efforts directly support community and individual health and safety.

**In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

I appreciate that Rancho Cordova offers so many opportunities and possibilities to its residents. I love that the community has a rich diversity of residents and a long history as an industrial, commercial, and economic powerhouse of the Sacramento region. I also believe that the city has many untapped or underutilized resources, such as the aerospace industry, former military base, rail lines, or open green space. The city is well positioned to grow vibrant new communities in its new developments, while also refocusing investments in core urbanized areas that offer many possibilities for new residents. I enjoy residing in a community that has direct access to the capitol region. The city provides many economic opportunities that aren't available in other areas in the Sacramento region. I love being able to find wonderful new restaurants and businesses around every corner and I enjoy watching new communities like the barrel district grow into a local hot spots. I also appreciate the thoughtfulness that has gone

into creating a strong city identity. I chose to live in Rancho Cordova because I believed it was the right place to invest in, raise a family, and do business. This city welcomes new residents and offers so many possibilities to everyone. I have always felt like a part of this community and I appreciate the ability to share that community with others.

**Attach a copy of your resume.**

A. Carhart - Resume (2022-01-04).docx

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

**Applicant's Signature**

Andrew E. Carhart

**Date**

01/04/2022 12:00 AM

Thank you,

**City of Rancho Cordova**

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## Andrew Carhart

### Education:

|                                                                                                   |                    |
|---------------------------------------------------------------------------------------------------|--------------------|
| <b>California State University, Sacramento – Public Policy and Administration</b>                 | <b>2012 – 2016</b> |
| – Master of Public Policy and Administration (MPPA)                                               | Fall 2016          |
| – Certificate in Collaborative Governance                                                         | Fall 2015          |
| – President, Graduate Association of Students in Public Policy and Administration                 | 2013-2014          |
| – Academic Affairs Director, Graduate Association of Students in Public Policy and Administration | 2012-2013          |
| <b>California State University, Sacramento – English Literature</b>                               | <b>2006 – 2007</b> |
| – Bachelor of Arts in English Literature, <i>cum laude</i>                                        | Fall 2007          |
| <b>American River College – English Literature</b>                                                | <b>2005 – 2006</b> |
| <b>University of California, Davis – Molecular Biology</b>                                        | <b>2002 – 2005</b> |

### Organizations:

|                                                                       |                       |
|-----------------------------------------------------------------------|-----------------------|
| <b>Hornets Policy and Politics Alumni Chapter at Sacramento State</b> | <b>2016 – Present</b> |
| – President                                                           | 2022-2023             |
| – President-Elect                                                     | 2021-2022             |
| – Finance Director                                                    | 2018-2019             |
| – Board Member-at-Large                                               | 2016-2018             |

### Employment History:

#### State of California, Department of Transportation (Caltrans)

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                           |
|----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|---------------------------|
| <b>State Legislative Manager - Legislative Affairs Division</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    | <b>Sep 2018 – Present</b> |
| <b>External Affairs Program</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                    |                           |
| – Act as the primary point of contact for the legislature on issues related to state legislation that affects the transportation system. Manages an office of 3 specialists and 2 analysts that develops analyses on pending legislation, responds to legislative inquiries, develops legislative reports, provides outreach, and manages legislative proposals for the department. Responsible for the development and negotiation of major policy and legislative initiatives that affect the State Highway System, California's rail and transit operators, local streets and roads, and other components of the state's transportation system. |                           |

#### State of California, Employment Development Department (EDD)

|                                                                                                                                                                                                                                                                                                                                                                                                                                                                                                        |                            |
|--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------|----------------------------|
| <b>Group Manager - Adjudications, Integrity &amp; Legislation Group</b>                                                                                                                                                                                                                                                                                                                                                                                                                                | <b>Jul 2017 – Aug 2018</b> |
| <b>Unemployment Insurance Policy and Coordination Division</b>                                                                                                                                                                                                                                                                                                                                                                                                                                         |                            |
| – Provided oversight in the development and management of policies, procedures, and projects related to the Unemployment Insurance program. Supervised three units of 4 unit managers and 21 analysts. Provided leadership, management direction, and training to administer the program. Led workgroups with significant policy or legislative impacts. Reviewed analyses of legislation, regulations, and policies and provided feedback and recommendations to executive and senior management.     |                            |
| <b>Legislative Manager – Legislative &amp; Intergovernmental Affairs Office</b>                                                                                                                                                                                                                                                                                                                                                                                                                        | <b>Jul 2015 – Jun 2017</b> |
| <b>Policy, Accountability, and Compliance Branch</b>                                                                                                                                                                                                                                                                                                                                                                                                                                                   |                            |
| – Responsible for tracking, managing, and analyzing state and federal legislation affecting the EDD's payroll tax, Workforce Innovation and Opportunity Act, Unemployment Insurance, and State Disability Insurance, and Paid Family Leave programs. Provided advocacy and information to resolve concerns with proposed legislation and negotiate changes. Worked closely with the Labor and Workforce Development Agency. Prepared mandatory reports to the Legislature and other external entities. |                            |

## **ITEM 3.1.**

## **ATTACHMENT 1**

### **Associate Governmental Program Analyst - Adjudications & Integrity Unit Unemployment Insurance Policy and Coordination Division**

**Jan 2010 – Jun 2015**

- Developed Unemployment Insurance policy and procedures. Acted as State Trade Act program coordinator and California Training Benefits program specialist. Handled confidential legislative/federal referrals and internal/external fraud cases. Implemented state and federal legislation. Created business requirements for IT modernization projects. Programmed .NET applications. Conducted statewide trainings and facilitated meetings.

### **Employment Program Representative – Adjudications & Appeals Unit Unemployment Insurance Adjudication Services Division**

**Sep 2008 – Jan 2010**

- Conducted Unemployment Insurance claim eligibility interviews and issued payments or denied benefits. Gathered case facts and interpreted and applied relevant state and federal laws and policies to adjudicate eligibility issues. Acted as an adjudications specialist for Workshare and Trade Adjustment Assistance programs.



# PLANNING COMMISSION APPLICATION

Return the completed application and your resume to the city's Planning Division,  
2729 Prospect Park Drive, Rancho Cordova, CA 95670  
by or before the application due date of January 10, 2022.

Full Name: ANIL REDDY KONDAKRINDI  
Home Address: [REDACTED]  
Email Address: [REDACTED] Date of Birth: [REDACTED]  
Telephone: [REDACTED]  
Occupation: ENGINEER

Do you reside within the incorporated boundaries of the City of Rancho Cordova? ☒ Yes ☐ No

Desired Membership (check all that apply): ☒ Regular Membership ☒ At Large Member

If not selected for your desired membership, are you willing to be considered for the other membership? ☒ Yes ☐ No

Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? If so, please state the entity and your role.

NO

If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?

YES

In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova?  
Please be specific and include examples.

PLEASE FIND THE ATTACHED

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

Applicant's Signature:



Date:

09/01/2022

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner. Attach a separate sheet if additional room is needed.**

In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.

PLEASE FIND THE ATTACHED

In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.

PLEASE FIND THE ATTACHED

**WHY WOULD YOU LIKE TO BE A PLANNING COMMISSIONER?**

Meaningful public participation in planning is important to understanding the community context which helps the legislative body to improve decisions through knowledge sharing. Trust can be established through broader community outreach and one-on-one conversations with residents.

As a longtime resident and community activist, I strongly believe that I can work toward meaningful citizen participation and engagement to produce long-lasting support through collaboration and consensus. It is my desire to serve on the Planning Commission to enable the community lead, people centered engagement in the planning and policy-making process.

Advances in technology as well as the pandemic have changed the way we live, learn, work and play. Technological advances create new avenues for policymaking, political engagement, and collective action. The world is rapidly transforming from traditional cities to “Smart Cities”. The American Planning Association (APA) defines a Smart City as one that uses information and communication technology (ICT) to engage citizens, deliver city services and enhance urban systems.

I want to be part of the Planning Commission to develop our City of Rancho Cordova into a next generation Smart City, where we place people at the center of development and incorporate Information and Communication Technologies into planning and policymaking. City planners will no doubt be taking on a leadership role in the design and implementation of Smart City projects. In a 2015 report entitled “Smart Cities and Sustainability”, the American Planning Association asserted that Smart City technologies will aid planners by creating more avenues for community participation in the policy and planning processes.

As a technology professional with 20+ years of experience, as well as Master’s degrees in Engineering and Public Administration, my expertise will be a valuable contribution to advance the vision of the City of Rancho Cordova in becoming a Smart City. I will efficiently utilize my professional experience and expertise to analyze the data and technology as well as policies that are being used in the planning process to advocate and address the needs of the community.

We are in a representative democracy in which the people-elected City Council establishes city policies, ordinances, and resolutions. Rancho Cordova Municipal Code clearly defines the roles and responsibilities of the Planning Commission and I fully understand what my role will be.

As an appointed Planning Commissioner, I will promote integrated and sustainable development to ensure that the City of Rancho Cordova becomes more innovative, inviting, and resilient, thus improving economic growth. I will also advocate for equitable development to safeguard underprivileged communities and improve the quality of life for every resident in the City of Rancho Cordova.

**Describe your interest and involvement in your neighborhood and the community. Please be specific and include examples.**

It's been my honor and privilege to serve the community through the following organizations:

1. Rancho Cordova Chamber of Commerce - Board of Directors, Vice Chair
2. Sacramento Telangana Association, Co-Founder
3. Sacramento Children's Museum, Board of Directors
4. Graduate of Rancho Cordova Leadership Program
5. Rancho Cordova Arts Association Member
6. Past member of Folsom Cordova Unified School District's Special Education Community Advisory Committee
7. Served on the Sacramento Mayor's Technology Council as a Council Member Garret Gatewood Representative

As a longtime resident of our city, I have promoted the positive image of Rancho Cordova by active civic engagement. I have co-founded a nonprofit organization called Sacramento Telangana Association (STA) with a purpose of integrating multicultural involvement in the hosted communities. Through STA organizational activities, I have actively engaged in activities for and championed participation of various ethnic groups through the community festivals such as the Festival of Flowers, Festival of Colors and International Kite Festival which contributed to building cultural connections. These festivals enhanced a sense of community and helped to improve the quality of life in Rancho Cordova. STA is an active contributor to the Rancho Cordova Police Active League Toy Drive and the Rancho Cordova food locker. The world is becoming increasingly culturally combined and cultural understanding is vital to the communities. Through community activism, we are promoting community harmony to learn about the variety of cultures represented in each community, to accept and to respect all cultures and their traditions in order for the citizens to grow in their understanding of one another.

As a Board Member of Sacramento Children's Museum, I was part of the mission to spark a passion for life-long learning, entertainment, and education for our younger generations. It's important to educate our future generations to develop the mindset for diversity, inclusion and equity.

As a member of the Rancho Cordova Chamber of Commerce Board of Directors, I am instrumental in planning and executing the Chamber's vision and mission to ensure the Chamber's programs and services appropriately address business needs to build a strong business and resident-friendly community.

I am proud to be a graduate of the Rancho Cordova Chamber Leadership Program and continually participate and support the success of their leadership program.

My involvement in the St. Baldrick's Foundation "Brave the Shave" has been very meaningful. I have been a part of Council Member Donald Terry's team to raise funds towards childhood cancer research, to spread awareness about this deadly disease and consolidate the efforts which sustain this worthwhile fundraising event.

**What do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

Rancho Cordova is an All-American City which I love. I am thankful for many aspects of the community. Some of those which make that Rancho Cordova so special are:

1. Diversity and inclusive civic engagement
2. Thoughtful and committed leadership
3. Policies which promote the success of businesses
4. The American River Parkway
5. The Mills Station Arts and Culture Center (MACC)
6. The Rancho Cordova International Festival (iFest)
7. Fourth of July celebrations & Christmas in Cordova
8. Art Shows & Movie Nights
9. Veterans' Day and Memorial Day Flags on Folsom Boulevard
10. The California Capital Airshow

My interaction with community members, elected officials and Public Administrators has been and continues to be so welcoming and loving, which inspires my heart for civic engagement. I am happy and thankful for inclusive engagement in the city, which is greatly helping my family in building strong bonds with the neighbors, thereby increasing the sense of renewed pride. The Community Council, Chamber of Commerce and other community organizations and programs are encouraging and empowering the residents to create strong neighborhoods with a high quality of life.

Our beloved City of Rancho Cordova is full of inspiration. In this loving city I call my home, I am fulfilling my dreams and aspirations.

"I like to see a man proud of the place in which he lives. I like to see a man live so that his place will be proud of him." - Abraham Lincoln

## ANIL REDDY KONDAKRINDI

### EXPERIENCE

#### **SR. PROJECT MANAGER**

July 2014 -CURRENT

Provide planning, portfolio, process and project management services for business and technology areas

Ability to plan, manage & implement large complex programs in Technology, Legal Financial and Healthcare organizations

#### **DATA ENGINEER**

**MAY 2006-JUNE 2014**

Developing data engineering solutions for the enterprise, to enable real-time, data-driven decision-making.

#### **Design Engineer**

August 2003-September 2005

Designing and Development of the Platform System software that optimizes HW and SW performance.

### OBJECTIVE

Appointment to the  
City of Rancho  
Cordova Planning  
Commission

### EDUCATION

### SKILLS

Organizational Leadership  
Community Leadership  
Collaborative Partnership  
Engineer  
Public Administration

#### **MASTER OF PUBLIC ADMINISTRATION**

National University March 2020-February 2021

#### **MSC ELECTRICAL AND COMPUTER ENGINEERING**

Jonkoping University, Sweden August 2003-September 2005

#### **BACHELOR OF TECHNOLOGY IN ELECTRICAL & ELECTRONICS ENGINEERING**

Jawaharlal Nehru Technological University, India 1998-2002

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**VOLUNTEER EXPERIENCE OR LEADERSHIP**

- 1. Rancho Cordova Chamber of Commerce -  
Board of Directors, Vice Chair**
- 2. Sacramento Telangana Association Co-  
Founder**
- 3. Sacramento Children's Museum – Board of  
Directors**
- 4. Graduate of Rancho Cordova Leadership  
Program**
- 5. Rancho Cordova Arts Association Member**
- 6. Past member of Folsom Cordova Unified  
School District Special Education  
Community Advisory Committee**
- 7. Served on Sacramento Mayor Technology  
Council as a Council Member Garret  
Gatewood Representative**

**From:** [City of Rancho Cordova](#)  
**To:** [PlanningServices](#)  
**Subject:** \*NEW SUBMISSION\* Planning Commission Application  
**Date:** Monday, January 10, 2022 4:55:18 PM

---

**Planning Commission Application**

**Submission #** | 1399460  
**IP Address:** [REDACTED]  
**Submission Date:** 01/10/2022 4:55  
**Survey Time:** 46 minutes, 23 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

**Full Name**

Anjeleeca Wood

**Home Address**

[REDACTED]  
[REDACTED]

**Email Address**

[REDACTED]

**Date of Birth**

[REDACTED]

**Home Phone**

[REDACTED]

**Cell Phone**

[REDACTED]

**Occupation**

COO of Communications Company

**Do you reside within the incorporated boundaries of the City of Rancho Cordova?**

Yes

**Desired Membership (check all that apply)**

At Large Member

Regular Membership

**If not selected for your desired membership, are you willing to be considered for the other membership?**

Yes

**Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? If so, please state the entity and your role.**

No

**If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?**

Yes

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner.**

**In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.**

I would like to become a planning commissioner to continue to support and improve the quality of life and the built environment of Rancho Cordova. The City of Rancho Cordova is a wonderful place where I have chosen to raise our family because it is a safe, clean, and friendly community. Right now, Rancho Cordova is experiencing an exciting period of growth and I've always been personally interested in the decisions that help shape that growth and the direction of the City for future generations. For example, right now, I can see Rancho Cordova continuing to explode in population and development. I see being on the planning commission as an amazing opportunity to help shape that growth for our "All-American City" and support the direction of the City Council. Over the years, I've participated in dozens of planning commission meetings throughout the region. I understand the time commitment and the importance of the decisions that are being made. Taking the time to read through hearing packets and doing the homework needed to be prepared is something that I take seriously and am willing to commit a significant amount of time to do effectively. It would be an honor to be appointed and be able to serve my community while continuing to help make it grow in a way that continues to enhance the reputation and soul of the City.

**In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.**

As a mother, Chamber of Commerce Board Member, School Site Council member, former PFO Vice President, and active community member, I take pride in serving and supporting my neighborhood and community as it grows. Some examples are below: As a member of the Chamber of Commerce, I serve on the Executive Committee and have been privy to many projects coming down the pipeline and the impact that they would have on business growth and retention. I've served in this volunteer role for two years now because I want to see Rancho Cordova continue to develop jobs and opportunities for the small businesses who locate here to succeed. I have served on the Sunrise Elementary PFO for four years, including servicing as Vice President and overseeing and running the Community Carnivale which welcomes 1,000 students and parents to the school to build community and raise funds to support essential programs and services. Finally, our family attends River City Church within the City. We love being part of a church that holds several community events that welcome thousands of people. I've volunteered for many of these events over the years and will continue to do so.

**In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

I love Rancho Cordova and have chosen to raise my family here because it is a vibrant, diverse, and welcoming community. It's amazing living in a City that feels safe and a City that is constantly growing. There seems to always be new and exciting developments that help provide services and jobs within our Community. Additionally, over the years, I've gotten to know many of the City staff and Councilmembers, and it's been amazing to see that the City is led by such amazing individuals who care about its future. Within the City, I love our neighborhood. Over the years, I've seen many changes that have enhanced the experience of living here. For example, so many promises were made over the years to build a grocery store for the Sunrise Douglas neighborhoods, and it was amazing to see the promises delivered when the stores opened. Another thing I love about the City of Rancho Cordova is the schools. I have children in both the Folsom Cordova and Elk Grove School Districts within the City. I've been excited to see the partnership between the City and the schools and the support the City has provided to ensure the schools are successful. Lastly, one thing I've really enjoyed over the years is seeing that when family members and friends visit from out of town, they nearly always want to go look at the new homes being built because they instantly fall in love with the community and the people. It's nice to live in a City that people instantly fall in love with, just like I did.

**Attach a copy of your resume.**

Anjeleeca Wood Resume.docx

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

**Applicant's Signature**

Anjeleeca Wood

**Date**

01/10/2022 12:00 AM

Thank you,

**City of Rancho Cordova**

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**ANJELEECA WOOD**

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Seeking appointment to the Rancho Cordova Planning Commission.

**EDUCATION**

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- 2017 - 2018 – Graduated, Leadership Rancho Cordova | Rancho Cordova, CA
- 2003 - 2006 – Completed Coursework, University of California Davis | Davis, CA
- 1999 - 2003 – High School Diploma, Blair High School | Pasadena CA

**WORK EXPERIENCE**

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**COO, Wood Communications – 2013 to Present**

As Owner and Chief Operations Officer for Wood Communications, a Rancho Cordova-based public affairs company, I oversee the operations and financials for a small business that specializes in educating communities about catalytic civic infrastructure development projects (arena's, stadiums, etc.). This includes the approval of projects such as Golden One Center, Sky River Casino, and other developments.

**Director, Point Break – 2018 to 2019**

As Director of Point Break a program, I oversaw a team of five individuals who work in providing presentations and schools throughout the region, including in Rancho Cordova. Presentations and programs included providing education programs for middle school and high school youth on subjects such as anti-bullying, self-worth, personal improvement, and community building.

**Site Coordinator, Robert's Family Development Center – 2005 to 2007**

As Site Coordinator for a Del Paso neighborhood learning site oversaw a small team of individuals who assisted at-risk students with homework, tutoring, curriculum enrichment, field trips, and small group mentoring services for at-risk female students.

**VOLUNTEER EXPERIENCE**

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- Board of Directors and Officer, Rancho Cordova Chamber of Commerce – 2019 to Present
- Board of Directors, Sunrise Elementary School Site Council – 2020 to Present
- Board of Directors, Sunrise Elementary Parent Faculty Organization – 2016 to 2018
- Event Director, Sunrise Elementary Community Carnivale – 2016, 2017, 2018
- Volunteer Coordinator, River City Christian Summer Blast – 2016, 2017

**From:** [City of Rancho Cordova](#)  
**To:** [PlanningServices](#)  
**Subject:** \*NEW SUBMISSION\* Planning Commission Application  
**Date:** Monday, January 10, 2022 5:18:43 PM

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**Planning Commission Application**

**Submission #:** 1399508  
**IP Address:** [REDACTED]  
**Submission Date:** 01/10/2022 5:18  
**Survey Time:** 18 minutes, 37 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

**Full Name**

Autumn Eberhardt

**Home Address**

[REDACTED]  
[REDACTED]

**Email Address**

[REDACTED]

**Date of Birth**

[REDACTED]

**Home Phone**

[REDACTED]

**Cell Phone**

[REDACTED]

**Occupation**

Engineer

**Do you reside within the incorporated boundaries of the City of Rancho Cordova?**

Yes

**Desired Membership (check all that apply)**

At Large Member

Regular Membership

**If not selected for your desired membership, are you willing to be considered for the other membership?**

Yes

**Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? If so, please state the entity and your role.**

No

**If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?**

Yes

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner.**

**In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.**

See Item A. of the attached resume and supplemental answers document.

**In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.**

See Item B. of the attached resume and supplemental answers document.

**In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

See Item C. of the attached resume and supplemental answers document.

**Attach a copy of your resume.**

AEberhardt\_PC 2022\_Resume\_and\_Supplemental Answers.pdf

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

**Applicant's Signature**

Autumn Eberhardt

**Date**

01/10/2022 12:00 AM

Thank you,

**City of Rancho Cordova**

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# AUTUMN EBERHARDT

## SUMMARY OF QUALIFICATIONS

- ✓ Design Review/Construction Oversight
- ✓ Comprehend and Interpret government guidelines and regulations
- ✓ Inspection and Condition Assessment
- ✓ Project/Contractor Coordination
- ✓ Technical Writing/Data Analysis
- ✓ Works Well Independently and on a Team

## EXPERIENCE IN THE INDUSTRY

13.5 years

## CERTIFICATIONS

- ✓ 40-Hour OSHA HAZWOPER
- ✓ Annual 8 Hour HAZWOPER Refresher
- ✓ 10 Hour OSHA Construction
- ✓ First Aid/CPR

## EDUCATION

Rensselaer Polytech Institute, BS  
Environmental Engineering

## PROFESSIONAL SUMMARY

Detail oriented, safety conscious civil-environmental engineer with over 13-years of technical experience and strong interpersonal skills. Have passed the national 8-hour professional engineering (PE) exam and working toward my California PE.

## PROFESSIONAL EXPERIENCE

### Pacific Gas and Electric, California

#### 11/2020 to Present – Dam Safety Engineer

- Review designs/construction documents for repair and improvement projects of hydro-infrastructure
- Review and comprehend the Federal Energy Regulatory Commission Division of Dam Safety and Inspections guidelines and requirements
- Collaborate with government agencies, consultants, and other internal departments to identify and perform analyzes and infrastructure repairs/improvements
- Perform hydro-infrastructure inspections

### GEI Consultants Inc., California and New York

#### 07/2012 to 11/2020 – Project Engineer/ West Regional Health and Safety Officer

- Performed quality control inspections for levee improvement projects
- Communicated project requirements effectively to contractors and project managers to help meet project deadlines and budget
- Supported senior engineers, project managers, and junior staff by being responsive to the needs of the project and flexible with my time to meet project schedules
- Worked with many different management styles and have adopted a personal list of best practices
- Assisted the corporate safety manager by supporting projects and employee's safety needs, often interpreting OSHA guidelines
- Responsible for organizing and coordinating large groups of people
- Prime resource for developing GEI's subcontractor safety management program and was responsible for review and approval of subcontractors

#### 7/2008 - 7/2012 – Field Engineer

- Provided construction oversight of remediation systems for a high-profile contaminated site that involved more than just project skills, it included a level of judgement and interpersonal skills to appropriately interact with residents and commercial property owners who were concerned about their health and the plume that resided under their community
- Performed Phase I/II Environmental Site Assessments
- Performed monthly and quarterly groundwater sampling and remediation equipment inspections
- Wrote inspection guidance and operating procedures for remediation equipment
- Analyzed monitoring data and assisted with draft surveillance and monitoring reports to meet client's regulatory agency requirements
- Built a strong relation with clients by listening and being responsive to their needs

**A. In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.**

Being on the planning commission gives a resident an opportunity for a greater level of understanding of development projects that are taking place to grow our City. It allows for more involvement to help shape and encourage change that is consistent with City goals. I would like to be on the planning commission because I have a passion to be a positive part of making change in my community and believe I have a background that will support my ability to be an active and valuable member of the commission.

I have a degree in Environmental Engineering and am working toward my California professional engineering license, having passed the 8-hour national exam. I have over 13 years of experience with environmental and civil projects as a consultant and currently as a Dam Safety Engineer for Pacific Gas and Electric's hydro generation group.

With my time as a field engineer during the consulting phase of my career, I was involved with environmental permitting, phase I and II environmental site assessments, project design review, contractor oversight, supporting project and budget management, as well as learning to work with the public on sensitive projects. For three years I worked on a high profile project that was associated with a large plume that was under an east coast community. We used an oxygen injection technology to inject oxygen into the ground to encourage naturally occurring microorganisms to break down the coal tar that had leached into the soil and groundwater. I was out in the field with the crews during these installations and often had to interact with the community directly. Our goal was always to be honest with the information we had, provide them with a contact who could provide additional answers to their questions, and encourage them to come to outreach events for project updates that the client hosted throughout the life of the project. Many of the above skills have been further developed in my current position with PG&E.

What I have learned about myself is that I have a drive to use the analytical and research skills from my professional career to promote public interest in City projects. I have become very familiar with navigating the City's municipal code, general plan, zoning code, and specific plans through experiences with my own property as well as through involvement with the Civic Center project. Although I haven't had much exposure to the subdivision map act yet, I know that I can become well versed in it quickly.

I'm focused on how to lift up all demographics and allow for everyone to share a high quality of life. Everyone has a right to feel safe in their community, secure that they can provide for their families, live in a place with high environmental standards, and feel supported by their government. As a member of the planning commission I would use this drive to encourage new projects to be balanced with existing conditions to enhance a neighborhood not replace or displace.

Though I am an engineer I have a high level of compassion and understanding that society does not function under a rigid set of rules. Nothing is set in stone and there is always room for compromise. I have the ability not to let my subconscious bias affect my ability to be open minded and inclusive when trying to come up with solutions to a challenge. I enjoy collaboration and being part of a solution.

I'm also very passionate about 20-minute neighborhoods that include complete streets to encourage residents to walk and bike to neighborhood amenities instead of drive. This model allows for a suburban area like Rancho Cordova to reduce its environmental impact, slow streets, and beautify areas. I want to learn more from staff about the constraints in zoning and private development that limit this type of forward movement in our City and be a part of the discussions and decisions for helping make improvements to policy. Big block communities that require a resident to drive to amenities is an outdated method of planning and development. I'm also passionate about policy changes and incentives that encourage waterwise practices, gray water usage and stormwater diversion design as well as working to restore a dense tree canopy. Drought conditions aren't going away and with all the future development we need to incorporate progressive techniques and best management practices that are being implemented across the state, country, and world to keep a healthy balance between people and nature.

I believe all of the above make me an ample candidate for the planning commission.

**B. In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.**

I have been an active participant in my neighborhood and the City of Rancho Cordova through my involvement with Soil Born Farm, Keep Cordova Meadows Beautiful, and the Civic Center project.

Keep Cordova Meadows Beautiful

Shortly after moving to Cordova Meadows I found our neighborhood leaders, Bob and Meada Cashatt, and Mary Nesel. I began by supporting them with National Night Out community outreach. Over a few years, discussions lead to an invitation in 2020 to be a co-leader of Keep Cordova Meadows Beautiful. We are currently in the process of reactivating our community group and preparing to schedule several events for 2022 to bring our neighborhood back together since COVID. Responsibilities include helping organize events and informing the community of City happenings and projects.

Soil Born Harvest Group Leader

Between 2016 and 2018 I was a harvest group leader for the Soil Born Farms Rancho Cordova Neighborhood Harvest Group. A harvest group leader's role was to organize small groups to help residents in Rancho Cordova harvest excess fruit from their fruit trees and donate it to the

food bank and other public services that would help provide it to people in need. During these single house events, we were successful in donating 1,000s of pounds of fruit from apples, stone fruit, citrus, and even prickly pears which were donated to the Food Literacy Center which teaches kids about how to prepare different types of foods and eat healthier.

In addition to donating the fruit, a component of the program was to simply distribute fruit amongst the neighborhoods. In 2018 I helped co-lead Citrusfest in Taylor Park, a social gathering with neighbors sharing fruit. Some neighbors did their own harvesting while others reached out to us for help. We also coordinated some harvests prior to national night out and provided the fruit at the event for neighbors to take home after the BBQ.

My responsibilities as a harvest group leader included advertising for the program, coordinating with property owners and volunteers, providing equipment safety training, and temporarily storing and transporting fruit. I also supported other harvest events that were organized on a larger scale through Soil Born by leading groups of volunteers throughout the day to three or four homes, and coordinating fruit drops back to the farm.

#### Civic Center Outreach

I worked with a team of concerned Rancho Cordova residents that noticed a lack of residential involvement in regards to the progress of the Civic Center project. Through this experience I met many new neighbors. I was able to speak with them directly about their concerns and hopes for the project. I also met several new City Staff and am continuing to grow my relationship with them.

I have also helped volunteer during neighborwoods events and at the Soil Born Autumn Equinox Celebration.

### **C. In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

Engaging with the active residents that are focused on change, forward movement, and lifting up of all residents, is one of the City of Rancho Cordova's best attributes. They want to make their City a better place. Which they are working to achieve by their drive to learn and navigate the challenges associated with being an active participant in the civic process. These residents grow from each experience to work through the constraints of the system. Change is never easy or fast but their dedication to the journey is admirable. They take endless hours voluntarily to inform the community and encourage active participation of their neighbors. They are involved and motivated to channel their passion not only vocally but through leadership and action. Without them, our City would be missing the immensely important and valuable service they provide.

The American River Parkway is another invaluable part of the City. It allows for a place to escape from the day's stresses whether through reconnecting with nature, rest, exercise, or socializing. It's a place for all to enjoy. It's also an amazing through-way to allow for cyclists to safely use for day to day travel. It took a level of planning and respect for the value of public space and nature to allow for such a great place to exist today.

The increasing level of bicycle infrastructure through complete streets initiatives in the city is also something I appreciate. Traveling by bicycle is a necessity for many and a choice by others. These improvements encourage a healthier, happier, cleaner, and safer community when well designed and direct routes for bicycle travel are made available.

**From:** [City of Rancho Cordova](#)  
**To:** [PlanningServices](#)  
**Subject:** \*NEW SUBMISSION\* Planning Commission Application  
**Date:** Saturday, January 8, 2022 10:23:35 PM

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### Planning Commission Application

**Submission #:** 1395790  
**IP Address:** [REDACTED]  
**Submission Date:** 01/08/2022 10:23  
**Survey Time:** 15 minutes, 50 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

#### Full Name

Benjamin A. Paine

#### Home Address

[REDACTED]  
[REDACTED]

#### Email Address

[REDACTED]

#### Date of Birth

[REDACTED]

#### Home Phone

[REDACTED]

#### Cell Phone

[REDACTED]

#### Occupation

Officer in the California National Guard

#### Do you reside within the incorporated boundaries of the City of Rancho Cordova?

Yes

#### Desired Membership (check all that apply)

At Large Member

#### If not selected for your desired membership, are you willing to be considered for the other membership?

Yes

**Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? If so, please state the entity and your role.**

No

**If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?**

Yes

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner.**

**In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.**

I want to take part in to land use decisions which respect and protect the residents of Rancho Cordova while remaining consistent with the policies and plans of the elected government. I want to afford residents the opportunity to actively participate in the planning of Rancho Cordova and its welfare; and, if necessary, be their advocate and ensure their voices are heard. I want to be a part of the decision-making process for the development of my city.

**In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.**

I want to play an active role in my community. I've lived here a year and am amazed by how friendly and welcoming Rancho Cordova is-I expected different, honestly. My community is still being built, but in the short time I have lived here I have made friends with the neighbors, active on our community's social media page, and engaged with local community on several issues. I look to deepen my involvement with the city of Rancho Cordova and this opportunity is great way to achieve that goal while at the same time taking personal ownership of the development of my city.

**In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

Rancho Cordova is full of potential. Unlike many land-locked cities I've lived and worked in- Rancho Cordova is blessed with opportunities, space, and a great community all combining to truly make Rancho Cordova a great place to live.

**Attach a copy of your resume.**

MAJ Paine\_Bio.docx

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

**Applicant's Signature**

Ben Paine

**Date**

01/08/2022 12:00 AM

Thank you,

**City of Rancho Cordova**

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## BIOGRAPHICAL SUMMARY

As of 01 January 2022

Paine, Benjamin A. [REDACTED]  
 Spouse Name: N/A  
 Major, Infantry, CAARNG  
 Joint Qualification Level II (ASI: 3A)

**Date and Place of Birth:** [REDACTED] **Mandatory Removal Date:** 01 August 2036

**Home Address:** [REDACTED] **Cell:** [REDACTED]  
**Present Assignment:** [REDACTED] **Enlisted Service:** 08/25/03-07/16/06  
**Source/Date of Commissioned:** ROTC, 02 July 2008  
**Years Commissioned Service:** Over 13 years **Total Years (Commissioned and Enlisted):** Over 18 years

| <b>Military Schools Attended:</b>                                   | <b>Year Completed</b> |
|---------------------------------------------------------------------|-----------------------|
| Infantry School, BCT, OSUT Infantry (Resident)                      | 2004                  |
| Infantry School, Infantry Officer Basic Course (Resident)           | 2008                  |
| Mechanized Leader Course (Resident)                                 | 2011                  |
| Equal Opportunity Leader Course (Resident)                          | 2013                  |
| Mountain Warfare School-Basic Military Mountaineer (Resident)       | 2014                  |
| Bradley Commander's Certification Course <b>ASI: 3X</b> (Resident)  | 2014                  |
| OPSEC Level II Certification Course (Resident)                      | 2014                  |
| Maneuver Captain Career Course; Phase I (75-hour Distance Learning) | 2014                  |
| DISAM: Security Cooperation Management-Overseas (Resident)          | 2015                  |
| Foreign Affairs Counter Threat Course (FACT-C) (Resident)           | 2015                  |
| Maneuver Captain Career Course: Phase II (Resident)                 | 2015                  |
| Maneuver Captain Career Course: Phase IV (Resident)                 | 2015                  |
| DISAM: Security Cooperation State Partnership Course (Resident)     | 2016                  |
| HQDA Security Cooperation Planner's Course (Resident)               | 2016                  |
| Intermediate Level Education Phase I (Resident)                     | 2017                  |
| Intermediate Level Education Phase II (147-hour Distance Learning)  | 2018                  |
| Intermediate Level Education Phase III (Resident)                   | 2018                  |
| DISCS P3: Policy, Programs, and Planning Course (Resident)          | 2019                  |
| DISCS: Intro to Security Cooperation (SC-101-E1-2020) (DL)          | 2020                  |
| Security Assistance Training Overseas Course (SATOC)                | 2020                  |
| CGSC Advanced Operations Course (AOC) (12-month DL)                 | 2020                  |
| Defense Strategy Course <b>ASI: 6Z</b> (16 week-DL)                 | 2021                  |

| <b>Civilian Education:</b>                                | <b>Degree Received</b>                          |
|-----------------------------------------------------------|-------------------------------------------------|
| University of La Verne, La Verne, California              | Bachelors of Science (Sociology) 2008           |
| Gonzaga University, Spokane, Washington                   | Masters of Art (Organizational Leadership) 2011 |
| Ben Clark Training Center, Riverside Sheriff's Department | P.O.S.T Basic Academy Certificate 2012          |
| Henley-Putnam University, Santa Clara, CA                 | Graduate Certificate (Counter Terrorism) 2013   |
| Riverside Community College, Riverside, CA                | Undergraduate Certificate (Admin Justice) 2014  |

**Federal Decorations, Service Medals, and Badges:**

|                                                        |                    |
|--------------------------------------------------------|--------------------|
| Combat Infantry Badge                                  | (2006)             |
| Joint Meritorious Unit Award                           | (2017)             |
| Defense Meritorious Service Medal                      | (2019)             |
| Joint Service Commendation Medal                       | (2020)             |
| Army Commendation Medal w/ 2 Oak Leaf Clusters         | (2009, 2015, 2016) |
| National Defense Service Medal (2 <sup>nd</sup> Award) | (2004, 2006)       |
| Global War on Terrorism-Service                        | (2006)             |
| Iraq Campaign Medal w/ 2 Campaign Stars                | (2006)             |

## BIOGRAPHICAL SUMMARY Continued

Paine, Benjamin A [REDACTED]

As of 01 January 2022

Armed Forces Reserve Medal with "M"/"3" device (2005-06, 2009, 2016-20)  
 Kosovo Campaign Medal (2009)  
 NATO non-Article 5 Medal (2009)  
 Overseas Service Ribbon (2005-06, 2009, 2016-20)  
 Army Service Ribbon (2004)

**State Decorations, Service Medals:**

Pennsylvania Governor's Unit Citation Medal (2006)  
 Vermont NG Ram's Head Device (2014)  
 California Commendation Medal (2016)  
 California Federal Service Ribbon (2008)  
 PANG General Thomas J. Stewart Medal (2006)

**Foreign Awards, Decorations, Badges:**

German Schützenschnur Qualification Badge-Silver (2009)

**Chronological List of Appointments:**

|     |        |                  |
|-----|--------|------------------|
| 2LT | CAARNG | 05 December 2008 |
| 1LT | CAARNG | 02 January 2009  |
| CPT | CAARNG | 04 April 2014    |
| MAJ | CAARNG | 26 June 2020     |

**Chronological Record of Duty Assignments:****ACTIVE DUTY:**

|                                                       | <b>From</b> | <b>To</b> |
|-------------------------------------------------------|-------------|-----------|
| Student, Infantry School, BCT, OSUT, Fort Benning, GA | Jul 04      | Dec 04    |

**ARNG – Active Duty: Pennsylvania ARNG**

|                                             | <b>From</b> | <b>To</b> |
|---------------------------------------------|-------------|-----------|
| Gunner, Alpha Co 1/103AR, 2BCT, OIF 4, Iraq | May 05      | Jul 06    |

**ARNG – Active Duty: OBC California ARNG**

|                                                 | <b>From</b> | <b>To</b> |
|-------------------------------------------------|-------------|-----------|
| Student, Infantry School, OBC, Fort Benning, GA | Jul 08      | Dec 08    |

**ARNG – Active Duty: California ARNG**

|                                                                 |        |        |
|-----------------------------------------------------------------|--------|--------|
| Platoon Leader, Alpha Co 40 <sup>th</sup> BSTB, KFOR 11, Kosovo | Dec 08 | Feb 09 |
| Platoon Leader, Alpha Co 79 <sup>th</sup> BSTB, KFOR 11, Kosovo | Feb 09 | Nov 09 |

**M-DAY:****ARNG – M-Day: California ARNG**

|                                                                              |         |        |
|------------------------------------------------------------------------------|---------|--------|
| Executive Officer, Alpha Co 81 <sup>st</sup> BCT, 1-185 <sup>th</sup> AR CAB | June 10 | Oct 11 |
| Company Commander, Alpha Co 81 <sup>st</sup> BCT, 1-185 <sup>th</sup> AR CAB | Oct 11  | Mar 15 |
| Battalion Plans Officer, HHC 1-185 <sup>th</sup> AR (CAB)                    | Mar 15  | Feb 16 |
| Brigade Plans Officer, HHC 79 <sup>th</sup> IBCT                             | Feb 16  | Oct 16 |

**FED-TECH:**

|                                                                     |         |        |
|---------------------------------------------------------------------|---------|--------|
| Assistant S3, 1-185 <sup>th</sup> AR Combined Arms Battalion (GS-7) | Jan 14  | Sep 14 |
| J5, State Partnership Program Coordinator-Nigeria (GS-12)           | Jan 16  | Oct 16 |
| J5, State Partnership Program Coordinator-Ukraine (GS-12)           | June 16 | Oct 16 |

**ACTIVE DUTY:**

|                                                          |        |        |
|----------------------------------------------------------|--------|--------|
| EUCOM Country Desk Officer, Armenia & Ukraine ECJ5/8     | Oct 16 | Sep 19 |
| Deputy BAO, Office of Defense Cooperation, Kyiv, Ukraine | Oct 19 | Sep 20 |

**BIOGRAPHICAL SUMMARY Continued**

Paine, Benjamin A [REDACTED]

As of 01 January 2022

**M-DAY:****ARNG – M-Day: California ARNG**

JFHQ, HHD, J34

Oct 20

Aug 21

**FED-TECH:**

J5, State Partnership Program Coordinator-Ukraine (GS-12)

Nov 20

Present

J5, SPP Director

May 20

Present

**From:** [City of Rancho Cordova](#)  
**To:** [PlanningServices](#)  
**Subject:** \*NEW SUBMISSION\* Planning Commission Application  
**Date:** Thursday, December 23, 2021 4:56:46 PM

---

**Planning Commission Application**

**Submission #:** 1367227  
**IP Address:** [REDACTED]  
**Submission Date:** 12/23/2021 4:56  
**Survey Time:** 31 minutes, 24 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

**Full Name**

Cynthia R. Stauss-Vlassopoulos

**Home Address**

[REDACTED]  
[REDACTED]

**Email Address**

[REDACTED]

**Date of Birth**

[REDACTED]

**Home Phone**

[REDACTED]

**Cell Phone**

[REDACTED]

**Occupation**

Construction Supervisor I (building inspector) State of California

**Do you reside within the incorporated boundaries of the City of Rancho Cordova?**

Yes

**Desired Membership (check all that apply)**

Regular Membership

**If not selected for your desired membership, are you willing to be considered for the other membership?**

Yes

**Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? If so, please state the entity and your role.**

no

**If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?**

yes

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner.**

**In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.**

I am currently in a position in my life that I have time to get back to my community. In my younger days prior to being a parent I volunteered at many charitable institutions and joined City committees to improve my community of Roseville at the time. I was a member of the Roseville Art Foundation as well as being on their board of directors. Often, I was representative for the Chamber of Commerce for the company I worked with back in the early 90s. However shortly thereafter I became a parent and then concentrated on my career and raising my family. I have long looked for an avenue that would complement my construction and development experience with my desire to improve my community. I have had a career in the construction and development field for over 30 years. Currently I am a construction supervisor/building inspector for the state of California. I work on all state-owned projects and am tasked daily with not only codes and compliance but quality control as well as client satisfaction of the end project. I know the complexity of dealing with state, local and city jurisdictions from several perspectives. I know planning and developments as an inspector, a general contractor, and a resident of all of the above. I believe being a good steward for the community and the end-users is paramount to any infrastructure or new development for our community. I feel that being a member of the planning commission would be an excellent opportunity to be able to utilize my professional skills as well as my personal drive to improve my community. I feel that Rancho Cordova is experiencing an excellent opportunity for growth and advancement in regard to our location and proximity to downtown, the access to the river, as well as all the growth in the Anatolia area. The Mather Air base area is experiencing exponential growth now and it is exciting and also a potential for some real risks to traffic and the community at large that lives in the area.

**In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.**

My interest in improving my neighborhood and community has long been on my mind. I grew up in the Rancho Cordova area when I was a very young girl. My grandmother lived off of the Coloma and Sunrise corridor in the 70s when Rancho Cordova was a thriving neighborhood with the base located here. I then watched the community suffer after the base closed. My family moved out of the immediate area (but stayed in Sacramento County) and only returned August 2016 when I purchased my home here. Coming from the Sacramento region my entire life I have noticed there are areas in Rancho Cordova that are thriving and growing and something to be proud of. Especially I love the community center and the south Zinfandel area that is growing leaps and bounds and a wonderful place to raise a family. However, I do feel that there are older areas of Rancho Cordova that need our attention and energy to completely and continuously improve our image, our property values and strengthen our community core values. We need the streets to be safer, cleaner and more manageable as the traffic continues to utilize old roads and old infrastructure. There needs to be a balance of the future growth and new areas as well as still caring for the old established neighborhoods and growth that needs to happen and be revitalized in our historic neighborhoods.

**In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

I love living in Rancho Cordova for the access to the river and all that that entails. I love that I can get on the American River bike Trail and go one direction to Folsom or South to downtown Sacramento simply on my bicycle. I enjoy living in a community that has been established for many years and has a long-varied past with our military base. I love the accessibility to downtown in 15 to 20 minutes for anything and everything that a larger city offers. I think our community does an excellent job of celebrating Fourth of July and Christmas and various holidays. I love the diversity that our community has. I particularly adore driving to work and seeing our local police interacting with

the high school students. I get a sense of community every morning when I see that. I see smiling faces and communication happening. I also have been moved particularly during the pandemic to see the food banks lines full of our friends and neighbors in need. I am humbled knowing that the community has stepped up and is helping one another when I see the lines and the people receiving the gifts it warms my heart. I know there is hope for the future! I also believe that as a community member it is my duty to give back and support my neighbors. We all need a voice. I feel like with society in general we like to complain but we don't like to get involved and make a difference. I would love to have a chance to get involved in a small way to make Rancho Cordova and even better place to live and thrive and perhaps watch my grandchildren grow here someday.

**Attach a copy of your resume.**

Stauss Vlassopoulos Resume.pdf

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

**Applicant's Signature**

Cynthia R. Stauss-Vlassopoulos

**Date**

12/23/2021 12:00 AM

Thank you,

**City of Rancho Cordova**

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**This is an automated message generated by Granicus. Please do not reply directly to this email.**

# Cynthia Stauss-Vlassopoulos

[REDACTED]  
[REDACTED]  
[REDACTED]

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## OBJECTIVE:

Construction project manager with over 30 years of experience in the industry. My strengths are building relationships while building dynamic projects. Vast experience in all commercial/industrial genres. Seeking employment with a firm that offers growth, challenges and stability.

---

## PROFESSIONAL EXPERIENCE

### Current Employer:

State of California  
Construction Supervisor I

10/19 to present

### Job Duties:

Responsible to coordinate, supervise, manage, inspect and document construction projects for the Department of General Services. Responsible for quality control, contract conformance and with an attention to detail. Multiple projects managed at one time. Responsible to report to a variety of client agencies as well as working in conjunction with the Real Estate Development Department on a daily basis.

### Deacon Construction, LLC

Project Manager Citrus

Heights, CA April 2006- 10/19

- Project Manager for Target Retail Account, Statewide projects valued st 15-17 Million a year.
- Responsible to bid, contract and manage all facets of this account.
- Previously superintendent for 9 years building project sizes from tenant improvements, pad sites and buildings, shell and landlord work, hotels, medical offices and everything in between.

### Moorefield Construction Office

Manager/Operations Sacramento, CA

March 2000-April 2006

- Responsible to manage and streamline office policies and procedures. Managed a staff of 6-12 office personnel.
- Project engineer/manager on grocery stores and movie theatres in Las Vegas.

## ITEM 3.1

## ATTACHMENT 1

- Responsible to audit employee expenses, subcontractor procedures and practices.
- Helped implement safety plans and policies.
- Communicated all business reporting, margins, etc to corporate office.

### Other Experience:

Jackson Construction: 2 Years. Project Coordinator

Valley Commercial Contractors 2.5 Years, Assistant Project Manager

IDC/CH2Mhill - 18 months

Field Assistant, building Kikkoman Folsom

Sierra View Company- 5 Years

Project Assistant

D&R Drywall - 3 Years

Project Assistant

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## EDUCATION

Construction Management Certificate program UC Davis 2008

General coursework, American River College

OSHA 30

OSHS 10

First Aid CPR certified

Several training seminars on all safety topics quarterly for 12 years. Certified to operate fork lift, aerial lifts, scissor lifts, etc.

## SKILLS

- Knowledge of Pro Log, Plan Grid, Adobe, Bluebeam, Microsoft Office Applications.
  - Microsoft Project
  - Excellent communication skills, and ability to present complex information in an easy to understand format.
  - Excellent problem solving, critical thinking.
  - Profound ability to work in a fast pace environment with short schedules and lead time planning.
- 

## HOBBIES

- Traveling and exploring new locations.
  - Cycling
  - Reading
- 

## REFERENCES upon request

**From:** [City of Rancho Cordova](#)  
**To:** [PlanningServices](#)  
**Subject:** \*NEW SUBMISSION\* Planning Commission Application  
**Date:** Saturday, January 8, 2022 4:37:39 PM

---

### Planning Commission Application

**Submission #:** 1395577  
**IP Address:** [REDACTED]  
**Submission Date:** 01/08/2022 4:37  
**Survey Time:** 4 minutes, 14 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

#### Full Name

Jack O S. Zwald

#### Home Address

[REDACTED]

#### Email Address

[REDACTED]

#### Date of Birth

[REDACTED]

#### Home Phone

[REDACTED]

#### Cell Phone

[REDACTED]

#### Occupation

Budget Manager

#### Do you reside within the incorporated boundaries of the City of Rancho Cordova?

Yes

#### Desired Membership (check all that apply)

At Large Member

Regular Membership

#### If not selected for your desired membership, are you willing to be considered for the other membership?

Yes

**Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? If so, please state the entity and your role.**

No.

**If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?**

I will be able to attend meetings regularly, prepare for them in advance, and attend any training necessary.

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner.**

**In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.**

Rancho Cordova is an amazing city and in the coming years will need to make thoughtful choices about our future. The Planning Commission will be a key part of the discussion our community will have about that future—everything from updates to the General Plan and area specific plans to what specific development projects move forward. Our city is taking a major step forward by establishing its planning commission. As a rapidly growing city, the planning commission will have a unique opportunity to engage local stakeholders. By working collaboratively with the public, city staff, and other regional partners, we can provide bring important perspectives to plans and projects to the City Council. Fellow commissioners and I can provide a dedicated and respectful forum for discussion of important, and sometimes contentious, matters of policy and synthesize those viewpoints to provide a level of nuanced insight to the Council that adds value to the process. After graduating UC Davis in 2011, my wife and I decided that it was important to buy our first home in in Rancho Cordova, because the value this city puts on public safety, neighborhoods, and quality of life. These elements are important in attracting other young families who are also looking to buy their first home. As a planning commissioner, I would work to ensure development that includes affordability for first-time home buyers, is transit-oriented, and prioritizes safe routes to parks and schools. Nationwide, we face a struggle to adjust to and care for an aging population. We must be mindful in developing our city so that it is accessible to those with limited mobility and affordable for older adults who choose Rancho Cordova as their home for their golden years. The Planning Commission will only be successful if its members put in the effort to really engage the public and study the issues. I am ready to serve.

**In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.**

As a Mills Ranch homeowner, a member and Past President of Rancho Cordova Kiwanis, former Vice Chair of the Sacramento County Public Health Advisory Board, and a state civil servant, I take public service to heart. Kiwanis is dedicated to serving children and together we have raised thousands of dollars in scholarships for our college and vocational bound high school seniors and provided books to kids of all ages in the city. During my several years with the club, I have spent many afternoons cooking hot dogs for families at Kids' Day in Hagan Park, preparing breakfast for teachers beginning the school year, and raising money to support our Sheriff's Chaplains, among other endeavors. As a member of the county's Public Health Advisory Board, I advised the Board of Supervisors on policies that has made our community healthier and safer. I worked to provide Narcan for our first responders, which has been critical as fentanyl continues to ravage through communities across this country. I also worked to improve access to healthcare in the county by creating partnerships to have on-site clinics at our community college campuses.

**In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

The best part about living in Rancho Cordova is the relaxed feel of the city. The kind of city where you know your neighbors and everyone looks out for each other. The diversity of our neighborhoods is huge source of the pride I have in our city. I love that we have a city where are all welcome. A city that is home to veterans and aerospace workers who have been here for decades and newcomers looking for a piece of the American dream alike. Not to mention the wide variety of world cuisine everyone has brought with them. While living here, I have taught myself how to make my own sushi—a food I had never even tried before I moved to the Sacramento region. Places like KP International provides our city with so much variety and quality cuisine. Our city's infrastructure has been key to the livability of Rancho Cordova. As a rider of public transit, I find that the bus and light rail amenities afford us so much

flexibility in navigating to work, the grocery store, and recreation throughout our city and county. I love living in Rancho Cordova because it feels like home. It's a city full of people who want the same thing I want—a safe and welcoming community.

**Attach a copy of your resume.**

Zwald Resume.docx

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

**Applicant's Signature**

Jack O S. Zwald

**Date**

01/08/2022 12:00 AM

Thank you,

**City of Rancho Cordova**

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## Jack Zwald

*Summary of Specialties: budget management, legislative analysis, organizational leadership, and communications.*

**EXPERIENCE:**

## CALIFORNIA DEPARTMENT OF FINANCE

**Principal Program Budget Analyst, June 2019-Present**

- Serving as the fiscal policy advisor over the Department of Public Health, Emergency Medical Services Authority, and California Institute for Regenerative Medicine budgets.
- Coordinating the state's response to the COVID-19 pandemic in partnership with the Governor's Office, state agency staff, and department staff; providing real-time expenditure estimates; managing the disbursement of state funds for medical space, supplies, and staff; and monitoring department cash flow needs.
- Overseeing two staff in the budget building process—reviewing and approving program estimates, various employee compensation drills, reconciling past year financial documents, and developing policy proposals for a healthier California.
- Coordinating with Governor's Office, Agency, and Department staff to develop and roll out sensitive policy and budget changes.
- Reviewing regulation packages, state voter initiatives, and other similar proposals to provide valuable feedback ensuring the best possible analysis of their impacts.

## CALIFORNIA DEPARTMENT OF FINANCE

**Finance Budget Analyst, October 2015-June 2018; Staff Finance Budget Analyst June 2018-June 2019**

- Performed complex forecasting, cost analyses, and policy research regarding sensitive higher education issues.
- Wrote concise and informative reports making recommendations on budgetary matters.
- Reviewed proposed legislation to determine potential fiscal impacts, programmatic challenges, and how bills may interact with existing statutes.
- Briefed key stakeholders, department staff, and legislators on budget proposals, the fiscal health of state programs, and other topics.

## CALIFORNIA DEPARTMENT OF GENERAL SERVICES

**Associate Governmental Programs Analyst, February 2015-October 2015**

- Analyzed proposed legislation that would change the procurement process to determine potential impacts.
- Performed market research to assist in the creation or renewal of State contracts.
- Ensured contractors complied with pricing agreed to in contracts.

## CAPITOL MORNING REPORT

**Staff Writer, April 2013-February 2015**

- Wrote daily news items detailing upcoming events, political endorsements, and staff changes for a specialty publication serving the needs of subscribers including California Legislators and lobbyists.
- Contacted sources and reviewed public records to research stories and enterprise pieces.
- Met deadlines and collaborated with other staff writers to develop content for a daily publication.

**EDUCATION:**

## UNIVERSITY OF SOUTHERN CALIFORNIA

**Master of Public Administration, 2011-2013**

## UNIVERSITY OF CALIFORNIA, DAVIS

**Bachelor of Arts in International Relations, 2007-2011****Student Government President 2010-2011****AWARDS AND COMMUNITY INVOLVEMENT:**

- Member, Sacramento County Public Health Board 2017-2020; 2018 Vice Chair.
- Board Member, Rancho Cordova Kiwanis Club 2017-present; President 2018-2019.

**From:** [City of Rancho Cordova](#)  
**To:** [PlanningServices](#)  
**Subject:** \*NEW SUBMISSION\* Planning Commission Application  
**Date:** Wednesday, January 5, 2022 9:40:58 AM

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### Planning Commission Application

**Submission #:** 1387557  
**IP Address:** [REDACTED]  
**Submission Date:** 01/05/2022 9:40  
**Survey Time:** 13 minutes, 31 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

#### Full Name

James Stein

#### Home Address

[REDACTED]  
[REDACTED]

#### Email Address

[REDACTED]

#### Date of Birth

[REDACTED]

#### Home Phone

[REDACTED]

#### Cell Phone

[REDACTED]

#### Occupation

Retired United States Senior Foreign Service Officer

#### Do you reside within the incorporated boundaries of the City of Rancho Cordova?

Yes

#### Desired Membership (check all that apply)

At Large Member

Regular Membership

#### If not selected for your desired membership, are you willing to be considered for the other membership?

Yes

**Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? If so, please state the entity and your role.**

No

**If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?**

Yes

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner.**

**In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.**

I would like to be a planning commissioner because of my commitment to public service, my interest in making Rancho Cordova a model for the Sacramento metropolitan region and California, and to apply my professional and academic experience. My wife and I moved to Rancho Cordova from the Washington, D.C. area (Arlington, Virginia) two years ago, after retiring from a 32-year career in the U.S. Foreign Service with the U.S. Agency for International Development (USAID). My international career in USAID focused on urban development, private sector development and competitiveness, and public-private partnerships. I want to use my professional experience in diverse and complex environments to benefit the development of Rancho Cordova, my new home, continuing my dedication to public service and social and economic development. I see Rancho Cordova's great potential in its diversity, its strong economic and employment base, and its favorable geographic location. My educational background focused on economic development and urban planning, which I would like to apply to contribute to the city's development. My undergraduate degree from Stanford University is in economics. After returning from two years as a volunteer in the Philippines, I went to graduate school and earned a degree in city and regional planning from the University of North Carolina at Chapel Hill, and continued with doctoral studies in urban studies and planning at M.I.T. I believe that my professional and academic background give me the analytical and management skills needed to be an effective planning commissioner.

**In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.**

My wife and I moved to Anatolia from Washington, D.C. (Arlington, VA) after my retirement from the Foreign Service principally to be close to my wife's six siblings and their families, all of whom are Rancho Cordova residents. Two nieces and their families will also move from San Jose to the Cypress development in Rancho Cordova early this year. I have been active in the Anatolia Home Owners Association, attending (virtually) board meetings. I ran as a candidate to be an Anatolia HOA district delegate and was appointed as an alternate delegate for my district. I want to see the interests of this new part of Anatolia and Rancho Cordova listened to and considered in HOA decisions and decisions of the city as residential and commercial development accelerate around us.

**In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

I like the business and employment opportunities Rancho Cordova provides to its residents and the Sacramento metro area. I enjoy the recreational opportunities provided by city and regional parks, the existing and planned expansions of the city's bike trails, and the American River. I think the new civic center plans show great potential to enhance Rancho Cordova's cultural and entertainment space as well as its open space. I appreciate the city's proximity to Lake Tahoe, Sacramento, the Delta, and wine country. I like that Rancho Cordova remains near to rural, agricultural, and open green space. I also like the city's economic, social, and ethnic diversity, which continue to increase with the influx of new residents and which I see as a strength of the city.

**Attach a copy of your resume.**

Professional Resume James Stein.pdf

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

**Applicant's Signature**

James L.. Stein

**Date**

01/05/2022 12:00 AM

Thank you,

**City of Rancho Cordova**

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**James Stein**

Email: [REDACTED]

Telephone (mobile) [REDACTED]

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Economic development expert with 32 years proven leadership experience in international affairs. Senior global manager for USAID in Latin America, Asia, and the Western Balkans. Developed strategies and projects to support sustainable economic growth and democratic governance. Top Secret security clearance, Sensitive Compartmented Information (SCI) clearance eligible.

**Professional Experience and Accomplishments****USAID Senior Leadership Positions****Faculty Seminar Leader, National War College****2017-2019**

Led seminars of senior level military and civilian leaders for Master of Science degree in National Security Strategy. Advised students in developing U.S. national security strategies towards Kenya, Djibouti, Israel, and Jordan. Created case study of use of development assistance to address West Africa Ebola Virus disease outbreak, demonstrating important role of development assistance in protecting national security interests.

**Mission Director, North Macedonia****2013-2017**

Strategic leadership of \$20 million annual assistance program and 25-person team in North Macedonia during period of political crisis and deteriorated bilateral relations with U.S. Directed programs resulting in improved democratic governance, expanded private sector job opportunities, enhanced small business competitiveness, and improved inter-ethnic relations among youth through education system. Led development of strategic communications plan to promote positive media coverage of USAID assistance.

**Deputy Mission Director, Afghanistan****2012-2013**

Supervised three offices with 80 employees and monitored multimillion-dollar assistance programs for presidential elections, civil society strengthening, and urban development. Improved civilian-military coordination of development projects financed and implemented by military through better communication of project goals, details, and status with U.S. civilian counterpart agencies.

**Director of Strategy and Programs, Bureau for Latin America  
and Caribbean**

**2010-2012**

Developed annual assistance budgets for country programs in Western Hemisphere, defending them with U.S. Senate and Congressional staff members. Oversaw adoption by country programs of mandated new approach to developing five-year development assistance strategies approved by USAID Administrator.

**Economic Growth and Environment Program Leadership in Ecuador, Guatemala, India,  
Indonesia, and Serbia**

**1988-2010**

Introduced innovations in municipal and urban infrastructure finance to improve municipal governance and expand basic urban services to slum settlements. Assisted small businesses and city governments to attract foreign investment and stimulate local economic growth. Created municipal bond credit rating systems to enable new sources of municipal finance. Promoted environmentally-sustainable tourism sites and services to increase international business for locally owned-tourism businesses that preserved local traditions and cultures.

**Education**

Doctoral Studies (ABD), Urban Studies and Planning, Massachusetts Institute of Technology (M.I.T.)

M.A., City and Regional Planning, University of North Carolina at Chapel Hill

B.A., Economics, Stanford University

**Honors and Awards**

M.S., National Security Strategy, National War College (Honorary Degree)

Joint Meritorious Civilian Service Award, Office of the Chairman, U.S. Joint Chiefs of Staff

Superior Honor Award, USAID

Meritorious Honor Awards, USAID

**Additional Information**

Volunteer, Volunteers in Asia (VIA), at International Institute of Rural Reconstruction (IIRR), Philippines, a two-year volunteer program similar to Peace Corps, based at Stanford University.

Language skills: Spanish (working level); Indonesian (basic); Tagalog/Pilipino (basic); Macedonian (basic)

**From:** [City of Rancho Cordova](#)  
**To:** [PlanningServices](#)  
**Subject:** \*NEW SUBMISSION\* Planning Commission Application  
**Date:** Monday, January 10, 2022 4:16:09 PM

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**Planning Commission Application**

**Submission #:** 1399376  
**IP Address:** [REDACTED]  
**Submission Date:** 01/10/2022 4:16  
**Survey Time:** 5 minutes, 33 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

**Full Name**

Kelly Pleasant

**Home Address**

[REDACTED]  
[REDACTED]

**Email Address**

[REDACTED]

**Date of Birth**

[REDACTED]

**Home Phone**

[REDACTED]

**Cell Phone**

[REDACTED]

**Occupation**

Realtor

**Do you reside within the incorporated boundaries of the City of Rancho Cordova?**

Yes

**Desired Membership (check all that apply)**

Regular Membership

**If not selected for your desired membership, are you willing to be considered for the other membership?**

Yes

**Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? If so, please state the entity and your role.**

No

**If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?**

Yes

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner.**

**In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.**

I'm a new resident of Rancho Cordova as my wife and I just closed on our house in July. Having served on a few committees, what a great way to give back to the city and community. I plan to be here in Rancho Cordova for the future and raise my future children here so it would be a great honor to be at the table to serve the community and be apart of the growth of this city. Having been in real estate now for 10 years full time, it's given me experience I feel I can use and be an asset to the commission.

**In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.**

Running a business takes lot of time and since adding leverage, I now have time to serve. I currently serve as a Director for Sacramento Association Of Realtors and sit on 2 committees within the Association. Being new to Rancho Cordova, I'm looking to get more in the community and serving its members.

**In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

Being a Realtor, i'm very familiar with all areas in the tri-county and did my research before setting roots down in Rancho Cordova. My wife and I being newly married, we wanted to be in an area where there was potential growth, a sense of community, and great schools and we both felt Rancho Cordova embodied those traits. We love where we live! For me, it was the potential growth factor and what Rancho Cordova is and could be. My grandparents moved here to Rancho Cordova in 1965 and raised my mom and her siblings here who also went to school here and all graduated from Cordova HS. Currently I have a 20min drive to my office, I have the eateries I need within a reasonable time, and most importantly, we love our neighbors. Only being here a few months, they welcomed us with open arms.

**Attach a copy of your resume.**

RESUME FINAL .pdf

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

**Applicant's Signature**

Kelly Pleasant

**Date**

01/10/2022 12:00 AM

Thank you,

**City of Rancho Cordova**

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**This is an automated message generated by Granicus. Please do not reply directly to this email.**

## Kelly Pleasant



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### OBJECTIVE

To serve the City of Rancho Cordova and the community by giving my time and expertise to the commission while advocating for the betterment of the city and its growth.

### POSITIONS of RESPONSIBILITY

Director, Sacramento Association of Realtors 2020-Current

*Elevating the standard of excellence in the real estate profession.*

- Managed the monthly budget for the association.
- Implemented Policies

Guide Real Estate 2019-Current

*Realtor*

- Maintained an efficient work flow, while reaching daily and weekly goals.
- Managed team of Realtors

Keller Williams Realty 2011-2019

*Realtor*

- Maintain an efficient work flow, while reaching daily and weekly goals
- Managed team of Realtors

### EDUCATION

**Cosumnes River College**  
Business

2002-2004





# PLANNING COMMISSION APPLICATION

Return the completed application and your resume to the **city's Planning Division, 2729 Prospect Park Drive, Rancho Cordova, CA 95670** by or before the application due date of **January 10, 2022.**

Full Name: Kenneth Roy Henderson Jr.  
 Home Address: [REDACTED]  
 Email Address: [REDACTED] Date of Birth: [REDACTED]  
 Telephone: [REDACTED] [REDACTED]  
 Occupation: Business Owner

Do you reside within the incorporated boundaries of the City of Rancho Cordova? ☒ Yes ☐ No

Desired Membership (check all that apply): ☒ Regular Membership ☒ At Large Member

If not selected for your desired membership, are you willing to be considered for the other membership? ☒ Yes ☐ No

Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? *If so, please state the entity and your role.*

Not at this time

If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?

Yes, I will be able to meet regularly and fulfill my duties as a member of the commission as well as any trainings that may be required.

RECEIVED

JAN 10 2022

BY: \_\_\_\_\_

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner. Attach a separate sheet if additional room is needed.**

In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.

I love Rancho Cordova, being here over the last 7 years, I have learned so much about the city and want to be a part of its continued development and growth. Being a part of the planning commission will give me the opportunity to help craft the future of a city that I truly care for.

There is so much potential for Rancho Cordova and I'd love to be a part in shaping that. With the new home development and new retail coming in we have a great opportunity to attract more great people to not only work here, but reside here as well.

Keeping Rancho beautiful and growing is another reason I desire to be on the commission. I look forward to reviewing new projects and working with the city council to help keep the momentum going.

In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.

I currently sit on the board of directors for the Rancho Cordova Chamber of Commerce, and am the past president of the relaunched (Formerly Friends of Cordova) now Cordova Recreation and Park District Foundation. I am also an alumni of the Leadership Rancho Cordova Program (Class XIII). and have worked closely with the Rancho Cordova Athletic Association for many years.

Being a part of all these organizations has helped me get a keen insight into the topography and unique culture and history Rancho Cordova provides.

I would love to see more unity between the older parts of Rancho and the new and upcoming areas. Making sure they stay tied together would be one of my focuses.

**ITEM 3.1.****ATTACHMENT 1**

In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.

I love being a part of Rancho Cordova because of its diversity and its rich history. There is no limit to what the city can accomplish. The city's leadership has done a great job in making the city safe and a place one wants to live, work and play. From the new homes being developed to the numerous and award winning restaurants that sit in its borders, I appreciate the effort that has been put into making this city a great place to live in the greater Sacramento area. I hope I am chosen to help continue this progression.

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

Applicant's Signature:

A black rectangular box redacting the applicant's signature.

Date: 1/10/2022



Page 61 of 169

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner. Attach a separate sheet if additional room is needed.**

In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.

Since moving back to Rancho Cordova in 2019, I have been seeking ways to become more involved in the community. I am currently participating in Leadership Rancho Cordova Class XV, and am very interested in this Planning Commissioner opportunity to continue learning about and contributing to the growth and quality of life in Rancho Cordova. At work, I am always seeking ways to improve or increase efficiency, whether it be suggesting procedural changes, creating/redesigning forms or documents, or conducting research. I am a longstanding member of the Captain's Advisory Board and have participated in several volunteer committees over the years. If I ever bring up an issue or problem, I am always sure to also have possible solutions and ideas ready to present as well.

In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.

I grew up in Rancho Cordova and have always considered it to be "home". In high school, I earned my Girl Scout Gold Award by completing my project of creating and installing a map of Kilgore Cemetery. At the time, the cemetery had been sadly neglected and many headstones and markers were broken, moved, or missing. This project was my small contribution to improving the cemetery, and in a small way, honoring the founders and original settlers of Rancho Cordova buried there, as well as their descendants. While completing this project, I also learned so much more about the history of the city, and gained a deeper appreciation and pride for Rancho Cordova.

In 1999, I moved to southern California for college, then to northern California for a few years before moving back to Sacramento in 2004 to start my career as a Deputy Sheriff with the Sacramento County Sheriff's Office. After my son was born, my husband and I decided to move to Rancho Cordova, partially to be closer to my parents, but mainly because I missed living there and I knew it was a great place for our son to grow up. Even though I didn't live in Rancho Cordova for many years, I still visited often and have seen so many amazing and significant changes and improvements that have been made, especially since its incorporation in 2003.

In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.

I have many fond memories of growing up in Rancho Cordova, including swimming at the "rec center" on the weekends, competing as a Blue Marlin for many years and eventually the Cordova High School Swim and Dive Teams, birthday parties at Hagen Park, riding the bike trail, watching (and in some years, participating in) the 4th of July parade, and overall growing up with a sense of belonging to a community and knowing my neighbors. These are all things I never really experienced in any of the other places I have lived. Despite the significant changes, improvements and expansions that have been made over the years, Rancho Cordova never lost that sense of community; in fact I think it is even stronger now!

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

Applicant's Signature:



Date: 1/10/22

## Kimberly Vester

### **EDUCATION/CERTIFICATION:**

**California State University, Sacramento**                      **September 2007 – May 2014**  
 Graduated, Master's Degree in Criminal Justice

**ARC Public Safety Center / Other Misc. Training**   **October 2004 – Present**  
 Crisis Intervention Training, Basic Hostage Negotiations, Peer Support Training/CISM  
 Training, Field Services Training, Sheriff's Basic Recruit Academy, Standards and Training for Corrections

**Butte College Public Service Center**                      **June 2003 – August 2003**  
 P.C. 832 Firearms & P.C. 832 Arrest Techniques  
 Adult Corrections Officer Core Course

**California State University, Northridge**                      **August 1999 – May 2001**  
 Graduated, Double Major, 3.46 GPA  
 Bachelor of Arts in Psychology and Bachelor of Arts in Deaf Studies

**American River College**                      **August 1997 – May 1999**  
 Graduated, Associate of Arts Degree, General Education, Highest Honors, 3.28 GPA

### **WORK EXPERIENCE:**

**Sacramento County Sheriff's Office**                      **October 2004 – Present**  
 Safe Schools Officer, RCCC Captain's Advisory Board Member, Jail Training Officer  
 March 2004-Present – Deputy Sheriff / October 2004-March 2005 – Deputy Sheriff Trainee

**Breaking the Cycle Group Home**                      **June 2004 – October 2004**

**Fit One Athletic Club**                      **May 2004 – October 2004**

**Canyon Oaks County Club**                      **March 2003 – August 2004**

**The College Store**                      **August 1999 – January 2003**  
 Positions Held: Assistant Manager, Trainer (June 2001-Jan. 2003 / Textbook Coordinator (Jan. 2000-June 2001)  
 Temporary, Part Time (Aug. 1999-Sept. 1999)

**Callen Pool Supply/Bon Pool Service**                      **August 1995 – August 1999**  
 Positions Held: Sales Clerk, Assistant Manager, Trainer (Aug. 1995-Aug. 1999) / Pool Cleaner (Oct. 1997-Aug. 1999)

### **VOLUNTEER EXPERIENCE:**

**Law Enforcement Presentations**                      **March 2009, May 2008, May 2007**  
 for Deaf and Hard of Hearing Elementary School Students

**Peer Support Member**                      **March 2006 - Present**

**Challenger Little League Baseball Coach**   **Spring 2004**

**CSUN Helpline (Suicide Hotline)**                      **March 2000 – January 2003**  
 Positions Obtained: Assistant Operations Director in March 2002 / Shift Supervisor in February 2002 / Trainer in March 2001 / Listener in March 2000

**Fundraising for AIDS Project Los Angeles**                      **June 2002 – March 2003**  
 Raised \$3000.00 for APLA in order to train for and participate in the 2002 Honolulu Marathon

### **RECOGNITION & AWARDS:**

September 2019 – Letter of Recognition for RCCC Memorial Wall Committee

August 2008 – Letter of Commendation for RCCC Public Information Phone Line Update and Revision Project

June 2007 – Letter of Commendation for Operations Order Revision Team

March 2006 – Letter of Commendation from Rancho Cordova Police Department

November 2002 – Community Spirit Award from the City of Los Angeles

Spring 2001 – Psi-Chi Lifetime Member

Fall 2000 – Golden Key National Honor Society Lifetime Member

Fall 2000 – Psychology Undergraduate Research Competition Participant

Spring 2000 & Fall 2000 – College of Behavioral Sciences Dean's List

Spring 2000 – Target All Around Scholarship

October 1997-Present – Girl Scout for Life

October 1997 – Girl Scout Gold Award

### **REFERENCES AVAILABLE UPON REQUEST**



# PLANNING COMMISSION APPLICATION

Return the completed application and your resume to the **city's Planning Division,**  
**2729 Prospect Park Drive, Rancho Cordova, CA 95670**  
 by or before the application due date of **January 10, 2022.**

Full Name: Lee Massey3855 Frechette  
First Middle Last

Home Address: [REDACTED]  
Number Street City State Zip Code

Email Address: [REDACTED] Date of Birth: [REDACTED]

Telephone: n/a [REDACTED]  
Home Cell

Occupation: Pyro technician

Do you reside within the incorporated boundaries of the City of Rancho Cordova? ☒ Yes ☐ No

Desired Membership (check all that apply): ☐ Regular Membership ☒ At Large Member

If not selected for your desired membership, are you willing to be considered for the other membership? ☒ Yes ☐ No

Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? *If so, please state the entity and your role.*

No

If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?

Yes

RECEIVED

JAN 10 2022

BY: \_\_\_\_\_

**ITEM 3.1.****ATTACHMENT 1**

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner. Attach a separate sheet if additional room is needed.**

In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.

I have a steadfast dedication to the community and believe that by serving on the planning commission I can contribute in a positive way that will improve the quality of life for everyone in Rancho Cordova.

My own experience has taught me that one person can make a big difference. In addition to my engineering background; I bring a unique set of experiences that provide insight into the decision-making the city planning commission must face.

My work background is broad, including a 20-year career as a nuclear engineer, working on a wide range of projects across the United States. That was followed by 10 years of experience working in a family-owned real estate development/construction business. I am familiar with both sides of the coin. I was part of the development and planning team for CRPD at the dawn of the city, and I was the operating partner of my family's Bay Area development company. I have worked in both the public and private sectors with real world experience in both.

In Rancho Cordova, my planning experience contributed to the City's Master Plan for parks and recreation. I have also had experience in negotiating development agreements, worked with tax engineers to develop revenue and budget plans, have certifications in public facility management, maintenance management and planning, and am a certified aquatic facility operator.

I am proud of the record of community service I have built here in Rancho Cordova. I have been where the rubber meets the road in ways that have helped shape Rancho Cordova into the dynamic forward thinking community it is today. I engineered the first ever carnival visits to Hagan Park, helped bring about the solutions to provide leading fireworks shows on the Fourth of July and solved the technical issues to installing a Christmas tree for all the community to enjoy at Village Green. These hands-on contributions to my city are now

In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.

I am proud of my Rancho Cordova service record and can honestly say it has been an important part of my life. Here are some high points:

- Board member for the Cordova Community Council. One of my board assignments includes "Event Engineer" and I am counted upon to resolve logistical challenges and provide solutions that contribute to the success of the Cordova Community Council. Most recently I have worked on Volunteer Awards, Summer Movies and Concerts, the Haunted House, the Christmas Tree Lighting and the Christmas Drive Through Light Show. I serve as board chair for Heartstoppers Haunted House and as chairman of the Rancho Cordova Fourth of July Celebration. My design for the Cordova Community Christmas Tree is a proud achievement. The Cordova Community Council and other community organizations have put my engineering background to good use for more than two decade.
- Team member of the 2010 and 2019 All America City team. In those efforts I was a member of the presentation team and was responsible for the logistics of all the presentation materials.
- Past President, Sacramento Valley Live Steamers Railroad
- Past member, Rancho Cordova Rotary Club
- Early pioneer of the California Capital Airshow, including two years as revenue manager. In recent years, I have been a volunteer with the show serving as support to the performing pilots.
- Served as a member of the team writing the American River Parkway update, representing the Cordova Recreation and Park District.

**ITEM 3.1.****ATTACHMENT 1**

In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.

Rancho Cordova is a city of great challenges as well as boundless opportunity. That is one of the things I appreciate most about my city.

The challenges we face bring out the best in my neighbors and me. They help bring us together, give us purpose and give us a sense of great pride in our community as we overcome them. As I look around my community I see endless opportunity and that inspires me. This may be the single biggest thing that contributed to my love of Rancho Cordova.

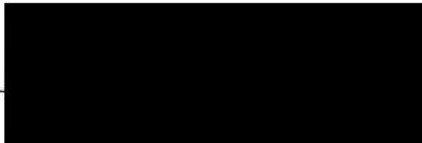
I first became involved in Rancho Cordova through the live steamers Railroad in Hagan Park. As I interacted with many community members at the park I became enthused by the can-do attitude everybody had during the drive towards Citi Hood. As a result I became involved in the community council. As my involvement grew I was introduced to more and more facets of the community and gained greater and greater appreciation for what a wonderful place Rancho Cordova truly is.

What makes Rancho Cordova such a wonderful place is its citizens. Everywhere you look in this community you can find people who are going out of their way to do something extra to help the community. From our many service clubs and organizations to our youth sports programs and mentoring groups at our schools, our senior organizations and even our music organizations, everywhere you look in Rancho Cordova you can find opportunity and inspiration.

This is what I like best about Rancho Cordova.

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

Applicant's Signature: \_\_\_\_\_

A black rectangular box redacting the signature of the applicant.

Date: 1-10-2022

**Lee M. Frechette****SUMMARY OF QUALIFICATIONS**

Results-oriented, high-energy, hands-on professional, with a successful record of accomplishments in technically challenging industries. Major strengths include strong leadership, excellent communication skills, competent, strong team player, attention to detail, dutiful respect for compliance in regulated environments. Accustomed to working in fast paced environments with the ability to think quickly and successfully handle difficult assignments. Substantial experience and outstanding skills in collaborative public planning and serving as a liaison with community groups. Excellent interpersonal skills, ability to work well with others, in both supervisory or support staff roles.

**PROFESSIONAL ACCOMPLISHMENTS****Nuclear Power Generation**

Began my career at SMUD's Rancho Seco Facility where I worked in the Health Physics/Rad Waste group before joining Bartlett Nuclear where I worked on various rad waste and health physics engineering assignments. Career highlights included:

Rad waste operations and health physics support at numerous commercial power reactors, included roles from team leader to assistant department manager, responsible for waste processing, packaging and accountability, waste stream identification, typification and quantification for curie calculation, waste classification and shipping paper preparation per applicable CFRs for transportation and disposal, systems start-up and acceptance testing, resolution of regulatory compliance and waste reduction issues, mitigation of mixed waste issues, procedure writing, training and two wet spent fuel rerack projects. Affiliated certifications: Numerous

**Construction Engineering Management**

Bidding, cost analysis, cost containment, construction project management, public hearing presentations and other duties for San Jose-based development and construction firm Mateo Associates with projects throughout the greater San Francisco and Los Angeles area.

Affiliated certifications: class work completed for Certified Welding Inspector; exam date to be determined.

**Public Park Planning and Management**

Served as Planning Superintendent for the Cordova Recreation and Park District with duties including assessing future park needs for a fast-growing park district, developing renovation plans for older facilities and identifying revenue sources for those projects,

meeting with developers and negotiating land dedication and development fees, working with city and county officials to raise land dedication standards while meeting the constraints of California title 22. Special assignments included serving on the Sacramento County Wastewater Recycling Advisory Board, American River Parkway Plan Update Project Management Team, the Sacramento County Easton Project Team and serving as park district liaison and logistics consultant to community groups producing large-scale events within CRPD facilities.

Affiliated certifications: Graduate of National Parks and Recreation Maintenance Management School; certified Aquatic Facility Operator, certified Maxicom professional, Crime Prevention Through Environmental Design (CEPTED)-trained, plus numerous other certifications in the areas of irrigation/water management, public space planning, public facility design, community development planning, turf management, native grass control and herbicide management. Extensive experience in collaborative response and community engagement in public planning projects.

**Community Activities and Honors**

Past Member, Rancho Cordova Rotary Club

Past President, Sacramento Valley Live Steamers Railroad Museum

Member, Cordova Community Council Board of Directors

**References upon request**

**From:** [City of Rancho Cordova](#)  
**To:** [PlanningServices](#)  
**Subject:** \*NEW SUBMISSION\* Planning Commission Application  
**Date:** Sunday, January 9, 2022 8:11:56 PM

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### Planning Commission Application

**Submission #:** 1396897  
**IP Address:** [REDACTED]  
**Submission Date:** 01/09/2022 8:11  
**Survey Time:** 28 minutes, 42 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

#### Full Name

Leroy Triplette

#### Home Address

[REDACTED]  
[REDACTED]

#### Email Address

[REDACTED]

#### Date of Birth

[REDACTED]

#### Home Phone

[REDACTED]

#### Cell Phone

[REDACTED]

#### Occupation

Government Affairs Representative

#### Do you reside within the incorporated boundaries of the City of Rancho Cordova?

Yes

#### Desired Membership (check all that apply)

At Large Member

Regular Membership

#### If not selected for your desired membership, are you willing to be considered for the other membership?

Yes

**Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? If so, please state the entity and your role.**

No

**If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?**

yes

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner.**

**In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.**

I chose Rancho Cordova when I moved back to California after graduating college. It was an affordable solution in an area of the region that was beginning a significant transition, that allowed me to be close to my employer. I wasn't very familiar with economic development, nor city planning, but I could tell there was something lacking in regards to a sense of identity. After a few years, I moved to Folsom to invest in a home where I felt I could get the best return on my investment. Living in Rancho seemed to carry a negative connotation in the region, and when I looked at home values, and other factors that were becoming important to me as I began starting my family, Rancho came up lacking. During my professional career, I learned more about how cities develop, community planning, and economic development. I discovered I liked being involved in the community, and served multiple roles, including volunteering for an affordable housing committee, serving on a school district oversight committee, and library commissioner. A significant life event resulted in a restarting of my family and career and a return to a community that was now a city: Rancho Cordova. Rancho has done a great job defining itself as an employment center within the region, while still establishing itself as the place to live and raise your family. I want the opportunity to use what I have learned to help our Rancho Cordova community continue its journey from good to great. We have a lot of space in our city to be developed, and need to ensure it is laid out and planned in a way that allows us to continue to grow businesses, and attract cool things for our families to do. As a snapshot example, we are the only city in the county without a movie theatre (Folsom has three). I'd love to see a project like that come to reality while serving as a commissioner. I want to help create a city my younger son will be proud to grow up in, and my oldest will enjoy coming back to see how we continue to evolve.

**In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.**

I admit that COVID has had a negative impact on my involvement in my neighborhood recently, but over the past twenty years I have been extremely active in the region, both professionally and personally. My core focus areas have been workforce and economic development. It began with my transition from technical software engineer to community engagement. Just before that professional shift, I volunteered with a team of coworkers to start up a new technology learning center and curriculum at the Sacramento Salvation Army. That project opened the door to begin my regional work in education and workforce development. While my professional career put me into several leadership roles, including chair of NextEd, board president of the Sacramento Urban League, and chair of the Metro Chamber Cap to Cap Workforce Committee, I found a passion for ed tech personally. I applied for an opportunity to deploy laptops to young students in Egypt and train teachers on how to use the technology properly in the classroom, and was fortunate to be selected to the CA STEM Taskforce by CA Secretary of Education Tom Torlakson. I continue to try and help develop a diverse workforce for our region through my position on the board of College Track. As I mentioned earlier, I relocated back to Rancho in 2018, and am looking to have more involvement with our community. When I joined SMUD that same year, I specifically asked to have the role of liaison to the Rancho Cordova Chamber of Commerce so that I could learn more about the business needs of the community, and where I might be able to bring the resources of my employer to assist. I'm no longer in that role, but continue to look for ways to advocate for Rancho. Serving on the planning commission would bring another way to impact economic and workforce development in our region and local community, as well as a learning experience for me.

**In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

What's cool about Rancho Cordova is what is possible. We aren't a city that is locked in from growth as the

communities of Carmichael or Fair Oaks, or even Folsom to an extent. We aren't burdened by generations of grandfathered in codes and ordinances like Sacramento, nor do we have the same level of flood concerns as other areas in our region. We haven't fully defined who we are, and we are still a new enough city that we can be creative in some of the things we do. I've heard some say, and I have said it myself, that we are a little like Avis: "We Try Harder". I believe it's exciting to be in a city that is experiencing a moment, and having an opportunity to impact how we take advantage of that moment. I like that we have several large business options in our city, like the Costcos, Lowes, and Targets of the world, while still making space for our small businesses to grow as well. I also like the fact that we don't have the same level of congestion throughout our entire city as other areas in the region. Yeah, Sunrise Blvd is a bear and the Zinfandel onramp can be a beast at rush hour, but overall, I still feel like I can get around our city on a weekend. I enjoy that we have a very diverse community, and that my children have a better chance of seeing themselves around town (and look forward to the day that we can get out and freely experience those moments again). That also includes taking advantage of our parks with my youngest son. There is a lot of natural beauty that we have in the city, and appreciate getting the opportunity to watch what is possible become a reality.

**Attach a copy of your resume.**

Leroy Tripette combined resume 2022.pdf

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

**Applicant's Signature**

Leroy Tripette

**Date**

01/09/2022 12:00 AM

Thank you,

**City of Rancho Cordova**

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**Leroy J. Tripette**  
**Sacramento/Bay Area, CA**



### **Professional Profile**

- Over 15 years of experience building programs, and coordinating project teams to tackle industry challenges including small business growth, expanding STEM education, and hiring and integrating a diverse workforce.
- Engaged and well-networked across the Greater Sacramento region's non-profit, public and private sectors; appointed to or served on multiple boards to develop strategies, programs and secure funding to create a vibrant and more equitable community.
- Fast learner, able to research and analyze data, determine key players, stakeholders, and SME's to quickly represent and influence on key topics.
- Outstanding problem solver, connector and influencer, known for leading complex conversations to bring leaders to consensus on strategy and action plans.
- Strong communicator who has delivered many keynote presentations, executive briefings, and served as industry advocate for education and workforce development funding and legislative policies.

### **Communication and Advocacy**

- Served two years as Metro Chamber Workforce and Economic Development committee chair. Collaboratively facilitated meetings to determine strategy and develop issue papers, many directly aligned to my employer's strategic goals and objectives toward STEM education and H-1B Visa issues.
- Appointed to the CA STEM Taskforce by State Superintendent, Tom Torlakson. Collaborated with team members to explore the status of STEM education in curriculum, instructional practices, professional learning, student testing, existing resources, and community and business partnerships; worked to advocate for new policies to prioritize STEM education and teacher training.
- Cultivated and presented opportunity for executive leadership to provide testimony to the government's Subcommittee on Research of the House Committee on Science, Space, and Technology regarding the importance of STEM education to foster innovation. Developed talking points and staffed VP of Legal and Corporate Affairs at testimony.
- Key member of planning team for President Obama's recognition event at the White House for engineering deans that participated on the Council on Jobs and Competitiveness. Collaborated on communications and event logistics to drive awareness of importance of a diverse STEM pipeline.
- Asked to participate in statewide strategy to influence policy makers to support digital learning policy. Collaborated with multiple business groups to create "Model Schools" event at the state capitol, designed to showcase 21st century learning classrooms to state legislative members and education policy leaders. Directly responsible for securing support of two key business teams, critical to the event.

### **Philanthropy and Partnerships**

- As board chair of Linking Education and Economic Development (LEED), worked to drive stronger education policy alignment within the Greater Sacramento region. Assisted in effort to reconfigure LEED as a regional P-20 council (rebranded as NextEd). Recommended and implemented the expansion of their policy agenda to include technology education, a key focus area for my employer. Collaborated with the CA P21 to support the passing of AB250, a bill essential to CA Common Core adoption.
- Focused on Cristo Rey's mission to break the cycle of poverty for its ~375 students and build our regional workforce. Solely initiated the execution of the school's first Big Day of Giving strategy, resulting in largest number of donors and over 20% increase in total giving. Utilized existing and new relationships with multiple regional businesses to successfully grow paid student placements from ~60% to 73% during my tenure.
- Served on the Classmate PC (CMPC) launch team, successfully managing participation activities for Intel Learning Series' top five international accounts. Led negotiations to expand Intel's CMPC footprint in FIRST Robotics (For Inspiration and Recognition of Science and Technology), ultimately resulting in CMPC adoption across all of FIRST's competitions.

### **Program Management**

- Oversaw execution of two key programs investing \$10M of Intel's \$100M corporate diversity initiative fund. Responsible for defining strategy, developing project plans, and tracking progress against schedule. Managed complex internal and external relationships, presentations and communications to senior level executives and elected officials within Intel, Georgia Tech, City of Oakland, and Oakland Unified School District.

## ITEM 3.1.

## ATTACHMENT 1

Leroy J. Triplette

- Assumed role of program manager of the Intel Computer Clubhouse Network, an award winning global afterschool program reaching more than 25,000 youth in 20 countries. Provided strategic program oversight in partnership with Museum of Science Boston and MIT Media Lab. Developed exit strategy and communications plan to successfully end the relationship with zero negative press, recapturing \$1M annually.
- Regional Director of Project Lead the Way Sacramento, responsible for developing operating structure of the district, creating implementation strategy, and securing \$5 million federal grant (i3) to expand the program.

### Work Experience

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#### Government Affairs

|                                           |                                            |                           |
|-------------------------------------------|--------------------------------------------|---------------------------|
| Representative                            | SMUD Regional and Local Government Affairs | February 2021 - Present   |
| SEED Representative                       | SMUD Economic Development & Partnerships   | June 2018 – February 2021 |
| Vice President                            | Cristo Rey High School Sacramento          | March 2017 – June 2018    |
| Strategic Outreach<br>Initiatives Manager | Intel Corporate Diversity Group            | April 2015-June 2016      |
| External Relations Manager                | Intel Corporate Affairs Group              | April 2014-April 2015     |
| External Affairs Manager                  | Intel Public Affairs Group                 | April 2008-April 2014     |
| Worldwide Ecosystem Mgr                   | Intel Education Marketing Program Group    | Spring 2010               |
| Education Manager                         | Intel Public Affairs Group                 | April 2003-April 2008     |
| Project Manager                           | Intel e-Business Group                     | April 2000-April 2003     |

### Education

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BS, Computer Science, Morehouse College

### Professional Affiliations, Honors, and Recognitions

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- **Member**, Board of Directors, Street Soccer – Sacramento
- **Member**, Advisory Board, College Track – Sacramento
- **Member**, Board of Directors, 50 Corridor TMA
- **Member**, External Affairs Committee, Albie Aware
- **Member**, CA Department of Education STEM Task Force, 2012-2014
- **Founding Member, Intel Education Service Corps Program**, Winter 2009 charter member responsible for deployment of 500 Classmate PCs and training cadre of educators in 20 schools within Upper Egypt
- **Former Board President**, Greater Sacramento Urban League, 2013-2015 (Board Member, 2011-2015)
- **Former Chair**, Sacramento Metro Chamber of Commerce Cap to Cap Workforce Development and Education Committee, 2008-2009 (Member, Board of Directors, 2012-2014)
- **Former Member**, Advisory Board, National Alliance for Partnerships in Equity (NAPE), 2010-2015
- **Former Member**, Advisory Board, CA STEM Learning Network (CSLNET), 2011-2013
- **Former Member**, Folsom Cordova Unified School District Measure M Citizens Oversight Committee, 2012-2014
- **Former Member**, Board of Directors, NextEd, 2007-2013 (Past Chair, 2011-2012)
- **Former Member**, Community Advisory Board, UC Davis Health System, 2004-2010
- **Former Chair** – City of Folsom Library Commission, 2017 (Appointed Commission Member, 2015-2018)
- **Class XX Fellow** – American Leadership Forum Mountain Valley Chapter
- **Leadership Sacramento** – Sacramento Metro Chamber of Commerce, 2005
- **Leadership Folsom** - Folsom Chamber of Commerce, 2003
- **Honorary Member of the Cohorts** – Drexel University, 2011
- **Intel Achievement Award Recipient** For development and delivery of technology education in diverse communities, 2000
- **Emerging Young Leaders Award** – Alpha Kappa Alpha Sorority Far Western Region, April 2014
- **Community All-Star** – Sacramento Kings, Feb 2011

**Leroy J. Tripette**  
**Sacramento/Bay Area, CA**

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**WORK EXPERIENCE****SMUD, Sacramento CA****COORDINATOR, ECONOMIC DEVELOPMENT AND PARTNERSHIPS (SEED) (June 2018 – Present)**

- Responsible for providing targeted strategies to retain, recruit and grow rate-paying businesses within SMUD service area.
- Manage regional availability study to determine total number of qualified businesses for SMUD to procure services. Define scope, bid schedule and evaluation criteria for Request for Proposal (RFP), select evaluation team and manage final contract to completion.
- Develop and maintain effective working relationships with Sacramento Hispanic, Slavic, Black and Rancho Cordova Chambers of Commerce, and multiple innovation ecosystem partners to maximize effectiveness of economic and community development efforts.
- Maximize SMUD's return on economic development program investments and effective use of resources by administering compliance of the SEED Program through validation and subcontract monitoring, bidder surveys, contract system maintenance, and general reporting; and supporting overall effective use of SMUD and community resources.

**CRISTO REY HIGH SCHOOL SACRAMENTO, Sacramento, CA****VICE PRESIDENT, CORPORATE PARTNERSHIPS AND ADVANCEMENT (March 2017 –June 2018)**

- Helped fulfill Cristo Rey's mission to break the cycle of poverty for its ~375 students and build our regional workforce by identifying, cultivating, soliciting and securing Work-Study sponsors and major donors.
- Responsible for supervision and management of Work-Study Director and staff. Established goals for the team, tracked performance of staff and ensured alignment of work to the school's mission. Facilitated process to hire new Work-Study staff and served on interview team.
- Drove implementation of CRM system Salesforce and responsible for utilizing Salesforce platform to manage Work-Study job cultivation. Assisted in defining data alignment process for the development office transition to Raiser's Edge donor management system.
- Created and executed school's first Big Day of Giving strategy, resulting in largest number of donors and over 20% increase in total giving.
- Developed relationships with multiple regional businesses, successfully growing paid student placements from ~60% to 73% during my tenure.
- Managed collaboration with marketing and communications firm to develop new solicitation materials, solicitation email templates for Board of Directors, and presentation for new potential Work-Study sponsors.

**INTEL CORPORATION, Folsom, CA****STRATEGIC OUTREACH INITIATIVES MANAGER (April 2015-June 2016)**

- Developed and managed multiple programs under Intel's \$300 million Diversity in Technology initiative, with a goal to achieve full representation of women and underrepresented ethnic minorities in Intel's U.S. workforce by 2020 and to help build a pipeline for underrepresented engineers and computer scientists.
- Defined initial strategy and first year project plan for \$5 million investment in Oakland Unified Schools to enhance engineering and computer science curriculums and create a series of wrap around programs and services to pipeline a cohort of 600 students into STEM careers. Managed cross organizational program team, tracking progress towards goals and driving process efficiencies.
- Created strategy and oversaw management of \$5 million investment with Georgia Tech Institute of Technology, anticipated to benefit and retain more than 1,000 underrepresented minority students over the next five years through mentoring, access to meaningful research opportunities and scholarships.
- Managed complex internal and external relationships, presentations and communications to senior level management and elected officials within Intel, Georgia Tech and Oakland Unified Schools to accomplish program goals.

**EXTERNAL RELATIONS MANAGER (April 2014-April 2015)**

- Program manager of the Intel Computer Clubhouse Network, an award winning global afterschool program reaching more than 25,000 youth in 20 countries.
- Provided strategic program oversight and partnering with Museum of Science Boston and MIT Media Lab investing \$1 million annually to develop and implement programs, events and new technology initiatives for the Intel Clubhouse community.
- Worked across several organizations and functions, as well as organizational levels from Senior Executives to Individual Contributors to ensure seamless achievement of program goals and objectives.

**EXTERNAL AFFAIRS MANAGER (April 2008- April 2014)**

- Responsible for the investment of ~\$1 million annually for the development, coordination and implementation of strategic community and education programs and grants.
- Served on Metro Chamber Workforce and Economic Development committee, developing committee's Cap to Cap strategy, overseeing policy paper development, and participating in various committee meetings in D.C to address policy issues affecting the greater Sacramento region. Worked as committee chair for two years.
- Managed comprehensive relationships with school districts and universities, non-profit organizations, civic and business organizations and specific program coordination for the Sacramento area Intel Computer Clubhouse Program.
- Developed new partnerships with local NBA and MLB franchises to showcase science and engineering in sports and capture students' interest in pursuing STEM careers and consultant to replicate program.
- Regional Director of Project Lead the Way Sacramento, responsible for developing operating structure of the district, creating implementation strategy, project timeline and securing \$5 million federal grant (i3) to expand program. Developed talking points and staffed Intel VP of Legal and Corporate Affairs for testimony to the Subcommittee on Research of the House Committee on Science, Space, and Technology regarding the importance of STEM education to foster innovation.

**WORLDWIDE ECOSYSTEM MANAGER (SPRING 2010)**

- Provided sabbatical coverage for Education Marketing Program Group (EMPG) worldwide ecosystem manager.
- Served on the Classmate PC (CMPC) launch team, successfully managing participation activities for Intel Learning Series' top five international accounts.
- Led negotiations to expand Intel's CMPC footprint in FIRST Robotics, ultimately resulting in CMPC adoption across all of FIRST's competitions.
- Secured EMPG and external support of Corporate Affairs Group's "model schools" program (CAG) in CA, designed to showcase 21<sup>st</sup> century learning classrooms to state legislative members and education policy leaders.

**EDUCATION MANAGER (April 2003-April 2008)**

- Responsible for the development, coordination and implementation of strategic K20 education programs, including stakeholder management, building comprehensive relationships with school districts and universities and specific program coordination for the Sacramento area Intel Computer Clubhouse Program.
- Managed statewide diverse intern program, CA MEP Honors Partnership (MHP), tripling number of interns in the program.
- Developed site-wide high school internship program focused on growing diverse pipeline of engineering candidates.
- Represented Intel on National Society of Black Engineers Board, responsible for developing and maintaining the relationship and developing Intel's strategy with the organization.

**PROJECT MANAGER (April 2000-April 2003)**

- Transitioned from software engineer to project manager and led several initiatives within Intel's eBusiness Group (eBG).
- Duties consisted of, but were not limited to: resource estimations, determination of scope and zbb line, building and maintaining project schedules, communication of project performance against schedule (PAS) to management and stakeholders, risk and issue management and resource coordination across multiple sites within multiple geos.
- Project highlights include: successfully managing a new release of Intel's Field-Division Business Link (FDBL) while development was transitioning to eBG-India, multiple releases of Product Change Notifications (PCN) and aligning PCN with eBG's Next Generation Information Platform (NGIP) to reduce and optimize headcount.
- Lead eBG efforts to integrate Intel's critical commerce applications such as Web Order Management (WOM) and Intel Inside Online Network (IION) with NGIP.

## EDUCATION

MOREHOUSE COLLEGE

Bachelor of Science – Computer Science

ATLANTA, GA

## PROFESSIONAL AFFILIATIONS

- **Member**, Board of Directors, Street Soccer – Sacramento
- **Member**, Advisory Board, College Track – Sacramento
- **Member**, Board of Directors, 50 Corridor TMA
- **Member**, External Affairs Committee, Albie Aware
- **Member**, CA Department of Education STEM Task Force
- **Founding Member, Intel Education Service Corps Program**, Winter 2009 charter member responsible for deployment of 500 Classmate PCs and training cadre of educators in 20 schools within Upper Egypt
- **Former Board President**, Greater Sacramento Urban League, 2013-2015
- **Former Chair**, Sacramento Metro Chamber of Commerce Cap to Cap Workforce Development and Education Committee, 2008-2009 (Member, Board of Directors, 2012-2014)
- **Former Member**, Advisory Board, National Alliance for Partnerships in Equity (NAPE)
- **Former Member**, Advisory Board, CA STEM Learning Network (CSLNET)
- **Former Member**, Board of Directors, NextEd (Past Chair, 2011-2012)
- **Former Member**, Community Advisory Board, UC Davis Health System, 2004-2010

## HONORS AND RECOGNITIONS

- **Former Chair** – City of Folsom Library Commission, appointed
- **Class XX Fellow** – American Leadership Forum Mountain Valley Chapter
- **CA STEM Task Force**
- **Leadership Sacramento (2005)** – Sacramento Metro Chamber of Commerce
- **Leadership Folsom (2003)** - Folsom Chamber of Commerce
- **Honorary Member of the Cohorts (2011)** – Drexel University
- **Intel Achievement Award Recipient** (March 2000) For development and delivery of technology education in diverse communities.
- **Emerging Young Leaders Award (April 2014)** – Alpha Kappa Alpha Sorority Far Western Region
- **Community All-Star** (Feb 2011) – Sacramento Kings

**From:** [City of Rancho Cordova](#)  
**To:** [PlanningServices](#)  
**Subject:** \*NEW SUBMISSION\* Planning Commission Application  
**Date:** Saturday, January 8, 2022 9:03:52 AM

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### Planning Commission Application

**Submission #:** 1394979  
**IP Address:** [REDACTED]  
**Submission Date:** 01/08/2022 9:03  
**Survey Time:** 41 minutes, 48 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

#### Full Name

Lusine M. Sarkisyan

#### Home Address

[REDACTED]  
[REDACTED]

#### Email Address

[REDACTED]

#### Date of Birth

[REDACTED]

#### Home Phone

[REDACTED]

#### Cell Phone

[REDACTED]

#### Occupation

Analyst / floral business owner

#### Do you reside within the incorporated boundaries of the City of Rancho Cordova?

Yes

#### Desired Membership (check all that apply)

At Large Member

Regular Membership

#### If not selected for your desired membership, are you willing to be considered for the other membership?

Yes

Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? If so, please state the entity and your role.

No

**If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?**

Yes

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner.**

**In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.**

As a former analyst in the telecommunications industry, I became familiar with zoning laws and planning department processes which led to my interest in working with statutes and regulations. I specifically enjoyed attending planning commission meetings for telecommunication projects and drafting talking points for the private industry in addressing planning commission concerns. I would love the opportunity to represent Rancho Cordova and ask the questions needed to be asked to further ensure the development and preservation of what Rancho Cordova represents. Additionally, as a result of my recent experience working with City Building and Planning Departments, there are some areas of improvement that can take place and I would appreciate the opportunity to be part of that change.

**In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.**

From a very young age, I have been involved within Rancho Cordova whether interning at city hall while in high school in 2007 and while in law school in 2015. I truly thought I would be working for the City of Rancho Cordova, unfortunately I have not been successful in my applications. While pursuing my undergraduate studies, I interned as a legislative aid to the district office of former Senator and President Pro temp Darrel Strindberg. This led me to pursue my legal studies at Lincoln Law School. While in law school, I volunteered in the Sacramento, El Dorado, and San Francisco communities working with local law schools in bettering our communities and helping establish legal clinics to help those in need. For example, Saturdays I would go to San Francisco and serve as a translator for Armenian and Spanish immigrants who were apply for their immigration visas. I would help facilitate the paperwork and make sure they qualified. In Eldorado county, I volunteered with the public defenders office to establish an expungement clinic to help those who had violations that were subject to expungements. Currently, I am a mother, and reside in Rancho Cordova. Now that my little one is growing, I am getting more involved within Rancho Cordova community by participating at events organized by the City as well as the Chamber of Commerce, because service is my joy! I love our City and now that I am a homeowner and working with the planning/building Department my interests have been sparked and I would love to be part of the commission.

**In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

The community. Rancho Cordova is unique and so diverse where I like to think our community is more unified than most. The diversity is not just ones race nor nationality but also socioeconomic. In the last 10 years a great deal has occurred thanks to our council and city hall leadership but now it seems like we are in a pivotal time in determining where does city go from here. I want to be part of that discussion. I have been a resident since I immigrated to Rancho Cordova and plan to remain here which is similar to many of the residents that currently reside even with the recent influx of new residents. When speaking with our Bay Area neighbors the common response is community, people are so nice here and resourceful. And I love hearing that. Now as a parent, I love the community events and activities. That's been a long time coming! I don't have to go to Folsom or downtown Sacramento to participate in family friendly activities now it's more and more local and I enjoy participating. This year now that I am a business owner, I hope to participate more as a vendor and get more involved within the chamber. There is so much opportunity and I would love to be a part of it. It is like building an airplane. There are all these parts that need to come together to create the frame and then there are the internal mechanics that are necessary to work together to be able to launch. I like to think that the past and current administration have built the frame and now the future of Rancho Cordova is the internal mechanics to be worked out to launch in air which is symphonic to the

future of our city! I want to be a part of it, even if I have to be one small button.

**Attach a copy of your resume.**

Resume - Sarkisyan Lusine.pdf

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

**Applicant's Signature**

Lusine M. Sarkisyan

**Date**

01/08/2022 12:00 AM

Thank you,

**City of Rancho Cordova**

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**This is an automated message generated by Granicus. Please do not reply directly to this email.**

# LUSINE M SARKISYAN

Email [REDACTED]

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Engaged and enthusiastic individual, pursuing a growth-oriented position volunteer position within the City of Rancho Cordova as a Planning Commissioner where I will utilize my education, skills and work experience to lead and impact my community at large.

## EDUCATION

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Lincoln Law School of Sacramento  
*Juris Doctor – May 2016*

University of California, Davis  
*Bachelor of Arts in Economics – June 2011*  
*Bachelor of Arts in Spanish – June 2011*

## EXPERIENCE – Civil Service

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Department of Consumer Affairs – Bureau of Automotive Repair (BAR)

Legislative and Regulatory Analyst – July 2019 – Present

- Initiate regulatory rulemaking packages for the BAR by collaborating with the program specialists and managers, Regulatory Review Unit, Office of Administrative Law, and stakeholders.
- Track proposed legislative bills and provide analysis to the Bureau chiefs and Bureau's Advisory Group on an ongoing basis. This includes presenting during quarterly televised advisory group meetings.

Department of Consumer Affairs – SOLID Training and Planning

Strategic Planner and Facilitator – February 2017 – July 2019

- Conduct Department of Finance required Strategic Plans for the 38 boards, bureaus, committees, and programs of the Department.
- Facilitate contentious stakeholder workshops navigating discussions relating to scope of practice, licensure requirements, and other matters as needed.
- Train Department personnel in technical, soft, and leadership skills courses.

Department of Consumer Affairs – Dental Board of California (DBC)

Legislative and Regulatory Analyst – October 2015 – February 2017

- Initiate regulatory rulemaking packages for the DBC by collaborating with the Legal Affairs Division, Regulatory Review Office, Office of Administrative Law, and stakeholders.
- Track and maintain Excel spreadsheets of proposed legislative bills and provide analysis and recommendations to Executive Officer and Legislative and Regulatory Committee.
- Facilitate stakeholder workshops addressing regulatory amendments and reviews.

City of Rancho Cordova – Human Resources Department

HR Intern – February 2015 – August 2015

- Provide recommendations of necessary updates of the Department website by evaluating feedback and comparator cities.
- Analyze and simplify legislative laws relating to employment and personnel matters.

California State Senate – Sacramento District Office of Darrell Steinberg

Legislative Intern – March 2010 – January 2011

- Oversee 13 regional task forces in the redesign of the Autism Awareness Coalition Initiative for the State of California.
- Draft bill analysis for legislative bills and answer constituent questions and concerns.

#### EXPERIENCE – Private Sector

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Barbri, Inc

Head Student Representative – August 2012 – May 2016

- Manage a team of 3 to 5 student representatives for Barbri, Inc.
- Delegate responsibilities to each representative and resolve all escalated complex matters brought forth by my team.

Bradshaw Christian High School

Teacher – August 2011 – June 2013

- Develop and implement daily and unit lesson plans.
- Supervise and manage high school students and address behavioral and performance challenges.

Chase Bank

Teller – July 2005 – August 2008

- Process financial transactions for clients.
- Train new staff.

#### PROFESSIONAL DEVELOPMENT

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Department of Consumer Affairs – Values Committee

Chair – April 2019 – March 2020

Vice Chair – March 2019 – April 2019

Department of Consumer Affairs – Board Member Orientation Training (BMOT)

BMOT Coordinator – March 2017 – January 2018

Department of Consumer Affairs – Future Leadership Development Initiative (FLD)

FLD Candidate – August 2017 – March 2018

Society for Orphaned Armenian Relief (SOAR) – Sacramento Chapter

Community Relations Director – January 2015 – March 2018

Historian – November 2014 – January 2015

President – November 2013 – November 2014

Women's Justice Society – Lincoln Law School

Co-Founder - 2014

**From:** [City of Rancho Cordova](#)  
**To:** [PlanningServices](#)  
**Subject:** \*NEW SUBMISSION\* Planning Commission Application  
**Date:** Saturday, January 8, 2022 4:31:33 PM

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### Planning Commission Application

**Submission #:** 1395572  
**IP Address:** [REDACTED]  
**Submission Date:** 01/08/2022 4:31  
**Survey Time:** 1 minute, 5 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

#### Full Name

Matt Cummings

#### Home Address

[REDACTED]  
[REDACTED]

#### Email Address

[REDACTED]

#### Date of Birth

[REDACTED]

#### Home Phone

[REDACTED]

#### Cell Phone

[REDACTED]

#### Occupation

Information Technology

#### Do you reside within the incorporated boundaries of the City of Rancho Cordova?

Yes

#### Desired Membership (check all that apply)

At Large Member

Regular Membership

#### If not selected for your desired membership, are you willing to be considered for the other membership?

Yes

**Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? If so, please state the entity and your role.**

I am currently serving as a member of the NTSC, which is not an appointed position.

**If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?**

Yes

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner.**

**In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.**

Public service is one of the most important duties a citizen can undertake. To me, it is a way of enhancing the community while “giving back.” Desire to serve isn’t enough: one must have the experience and dedication necessary to balance the community’s interests with those of our builders. My 20-year community resume spans the earliest days after incorporation, from serving on the General Plan Advisory Committee to six years on the Rancho Cordova Planning Commission, to my most recent work aiding the NTSC. I’ve learned much about planning and engineering, as well as how city codes can be used to shape the look of our city. As a result, I have the tools necessary to be an effective commissioner. I’ve learned that our city is like a whiteboard, in a constant state of writing our history and then wiping it away to make something better. Whether it be Capital Village Shopping Center, Olson Shopping Center, Koreana Plaza or streetscapes anchoring the new Folsom Blvd, I have helped to shape our city through strong development principles and balanced and pragmatic leadership. I want to serve again so that I may help guide us in the pursuit of improving our general quality of life. Should I be given the honor of returning to the Commission, I will assist our planning director and other department leaders by using the General Plan, design guidelines and city codes to continue to improve our “design identity.” I will ensure that every recommendation sent to Council reflects our high standards and goals to enhance the look of our community. Furthering the city’s interests is paramount to our duties as commissioners, so I will seek ways to build consensus among our team so that the city’s business gets done. My public service “fingerprints” are all over the community I call home. We owe it to ourselves to continue the dream of cityhood, and with your support I will help to further that vision in the years to come.

**In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.**

As a resident of Rancho Cordova since 2001, I have lent my time to various commissions, committees and neighborhood groups. These interactions have afforded me an important education on the many local issues facing our residents. Some of my proudest achievements have not taken place at the dais at City Hall, but in our neighborhoods, where I have spent years assisting residents to realize their goal of representation. With the support of Council in 2004, I helped to form the Lincoln Village Neighborhood Association. We made incredible strides there, including the addition of a community prosecutor, partnering with the local elementary school, and repaving Lincoln Village Drive to reduce speed and improve safety. We also collaborated to reinvigorate the struggling Cascade Apartments, which fundamentally changed the look of our main street. When an opportunity arose in 2008 to start a neighborhood association from the ground up, I led the formation of the Capital Village HOA and served on its board for many years. We formed strong connections with our neighbors and the City, becoming a highly-respected HOA that caught the attention of residents hoping to start groups of their own. I channeled that excitement to form The Rancho Cordova Alliance of Neighborhoods, a collection of dedicated leaders representing the various neighborhood associations and HOA’s in the area. At our meetings, no one voice ruled the stage, but instead we collaborated to find solutions to common problems while serving as a powerful advocate for our community. Regardless of the public endeavors I have chosen over the years, I’ve sought to represent the interests of all sides, to be a consensus builder. Few people can boast more experience or commitment than mine. Building a stronger Rancho Cordova should be the hope of every city leader, and with your support I will bring the resident voice, honed by years of experience in the community, back to the Planning Commission.

**In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

Rancho Cordova is a great place to live and succeeds as a community for many reasons. We are a highly diverse community, forward-thinking in its views and led by a “citizen” council made up of caring and dedicated community leaders. That commitment to serve has been bolstered by its informed and active electorate, who see Rancho Cordova as a place where anyone and everyone can be a success. Rancho Cordova succeeds because of its volunteerism, whether it be in small church groups, athletic associations, or in larger-scale efforts like the annual Christmas Tree Lighting or the July 4th Fireworks show. I am proud to have served on these committees, joining volunteers who have sent their kids to Rancho Cordova schools, watched them play on our fields and who share a sense of ownership to making our community a better place. That small-town community feel and the commitment of our residents are perhaps our secret weapons: without them, we’re just another place on the map. The return of the Planning Commission promises to deliver on another of the city’s strengths: developing opportunities for leadership. I’ve been privileged to serve in many ways, which in turn has taught me to become a better leader. Rancho Cordova’s story is still to be written. To ensure that it continues in a positive direction it takes everyone to join the conversation: residents, city leaders, and our incredible faith-based and professional organizations. This is the promise that the Planning Commission offers, to bring those diverse voices back to City Hall in new and exciting ways. It’s the perfect opportunity to honor our community’s past by moving it forward, to help us write the next chapter in our history. With your support, I will work tirelessly to serve the Commission through leadership and building consensus, to assist all of us in the goal of city-making, ensuring that Rancho Cordova’s future remains bright and full of promise.

**Attach a copy of your resume.**

RESUME - Community (2022).pdf

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

**Applicant's Signature**

Matthew Cummings

**Date**

01/08/2022 12:00 AM

Thank you,

**City of Rancho Cordova**

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***MATTHEW F. CUMMINGS***

**OBJECTIVE:** Serve as a Planning Commissioner by using the city's municipal codes and the General Plan to focus on smart growth.

**COMMUNITY EXPERIENCE****Rancho Cordova Planning Commission (2007-2011)**

The Rancho Cordova Planning Commission was a 7-member body, charged with making land use decisions for the City. Our body had final approval over all residential design review, but we were also a recommendation body for everything from our zoning code to land divisions. We served at the pleasure of our City Council, who selected us to serve 4-year positions. Knowledge gained in land use, policy-making and leadership. In 2010, I was selected by my colleagues to serve as Vice-Chair, and served there until Commission was disbanded in 2011.

**Rancho Cordova Neighborhood Traffic Management Program (2005-Present)**

The NTMP makes decisions on traffic-calming measures for streets throughout the City. Our team is made up of three residents and representatives from local law enforcement, fire, and Public Works. Our goal is to improve neighborhoods by addressing speed and collision concerns on local streets. We meet quarterly to review applications and discuss the effectiveness of completed projects. Knowledge gained in engineering and police traffic and fire response procedures.

**Rancho Cordova Alliance of Neighborhoods (2008-2016)**

RCAN is a network of the leaders of the various homeowners associations, neighborhood associations, and neighborhood watch groups that exist within the City of Rancho Cordova's borders. Our representatives included members from Sunriver, Anatolia, Lincoln Village, Cordova Towne, Stone Creek, and Capital Village. Our goal is to collaborate with city officials to improve our city's quality of life. Experience gained in program building.

**Capital Village Homeowners Association (2008-2014)**

Served as Vice-President of 240-home association in Rancho Cordova. Achievements included formation of the HOA, creation of the community's Rules and Regulations, and establishment of an Internet message board. I was involved in every aspect of the daily operations of the HOA and communicated regularly with various city and regional officials. Knowledge gained in finance, leadership, website management, committee supervision and facilitation, and regulations related to the Davis-Stirling Common Interest Development Act.

**Leadership Rancho Cordova Steering Committee (2008-2012)**

Served as Member of committee, which provides participants a launching pad for local leadership, a framework to take on the important functions of citizen and business leadership and the possibility for the opportunity of elected office. Duties included selection of candidates from the business community and private sector and authorizing the spending of funds necessary to the program.

**Dan Skoglund for City Council Campaign (2006, 2010)**

I served as Councilmember Skoglund's campaign manager, and was involved in every aspect, from speech writing and securing endorsements, to setting up precinct walks and organizing appearances. Knowledge gain in community outreach, raising money, running a successful campaign, and media relations.

**General Plan Advisory Committee (2005-2006)**

The General Plan Advisory Committee (GPAC) served in an advisory role to City staff and the City Council during the General Plan update. Our team consisted of the Planning Commission, City Council, city staff, and various citizen activists. In 2006, the General Plan was honored by the Sacramento Area Council of Governments (SACOG) for excellence in several areas. Experience gained in land use, air quality, and environmental law, and public safety.

**Lincoln Village Neighborhood Association (2004-2007)**

Formed the association, served as Governmental Affairs Chair, and ran all aspects of the association. Duties included meeting facilitation, communication with City and County agencies, and code enforcement. Experience gained in public address and community outreach; knowledge gained in all matters related to neighborhood issues (city/county codes, etc).

**From:** [City of Rancho Cordova](#)  
**To:** [PlanningServices](#)  
**Subject:** \*NEW SUBMISSION\* Planning Commission Application  
**Date:** Tuesday, December 28, 2021 2:29:50 PM

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**Planning Commission Application**

**Submission #:** 1372933  
**IP Address:** [REDACTED]  
**Submission Date:** 12/28/2021 2:29  
**Survey Time:** 53 minutes, 24 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

**Full Name**

Ray Savorn

**Home Address**

[REDACTED]  
[REDACTED]

**Email Address**

[REDACTED]

**Date of Birth**

[REDACTED]

**Home Phone**

[REDACTED]

**Cell Phone**

[REDACTED]

**Occupation**

TEACHER, Retired

**Do you reside within the incorporated boundaries of the City of Rancho Cordova?**

Yes

**Desired Membership (check all that apply)**

Regular Membership

**If not selected for your desired membership, are you willing to be considered for the other membership?**

Yes

**Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? If so, please state the entity and your role.**

NO

**If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?**

YES

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner.**

**In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.**

Was one of the original 7 PLANNING COMMISSIONERS. When we were put 'on hold' I was serving as the head of the Commission. I would like to return to the Commission seeing as how our task of planning and growing our city into the best it can be is not finished. I've lived in 'old RC' since 1968. I would like to continue to support and grow our 'older properties' and try to fulfill our General Plan ideas for its' build out and rebranding. I feel as a Commissioner I could speak for those in my community and carry their concerns to the Council. As a full time resident I travel through out the city regularly shopping, running my grand kids around, running household errands, etc so I get to travel the many roads that cross our community; observe their condition, or lack of good condition, the various properties that may need 'some help', and areas that need the city's attention. It's always good to have as many eyes on the city's needs as possible. I would like to help bring about some still needed businesses and facilities; i.e. movie theaters, 'white glove' dining and a sports facility that would attract local, state, and national competition. These were part of our General Plan thinking...hopefully, the time has come to move toward those additions.

**In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.**

Started teaching at CHS after returning from Vietnam in Aug. I 'graduated' from CHS in 2006:-) My last 10 years I did concurrent teaching with Folsom Lake College. I coached, with my juniors and seniors I initiated clothing drives and food drives. The Health and Safety program that I was involved in my first few years was chosen by Sac State as a pilot program where they would send their health and science major to, along with their student teachers majoring in that field. Also, our driver Education program was recognized by Ford Motors as one of the leading Driver Ed Programs in the country, I started the CORDOVA ALUMNI ASSOCIATION IN 2003. We sponsored a CHS 40th Anniversary party. At one time we had over 2,000 members. We sponsored picnics; participated in the 4th of July activities and did Christmas holiday food drives. I was selected into the Sacramento Coaches and Officials Hall of Fame in 2016 and the Rancho Cordova Athletic Association Hall of Fame in 2017. See attachments with resume. Was involved in the movement to make RC a city by getting students involved in gathering petitions and working with the many adult organizations aimed to this end. As the CHS Work Experience coordinator I placed many students throughout the community in their first jobs; several at our current City Hall. I believe some are still working there. I attended all the League of Cities meeting through out California with the City Council members. I participated in the many review projections that came before the Commission and the Council. Spent many, many hours working on these projects and other related City agenda items during my time as a Commissioner. Was an original member of the Cordova Meadows Neighbor Community committee. Participated in the first Neighbor Night Out gatherings. Personally fund raised over \$45,000 for the CHS marquee sign that is located as you drive up to the high school. Helped plan it & worked with its' total construction.

**In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

The pleasure and satisfaction of watching and living its' growth from 1967 to today; and knowing that during my term on the Planning Commission during its' initial run helped it on its' way to where we are today. Going to stores, eateries, and businesses that our Commission reviewed, worked on, and passed to the Council, gives me 'skin in the city of today'. I often go back to the high school, where I have twin granddaughters in their Junior year, to watch sporting programs; and just take bike rides through the beautiful campus. I feel the school and campus is more beautiful today than when I left in '06. I remember the building of the cafeteria, the turf football & track additions; I helped bring in the first lights for night football. Got them FREE by getting a former student/alumni to donate their use. Today Cordova has one of the most outstanding campuses and grounds in Sacramento Cty. And, I give thanks

that I have outlived the "Rancho Cambodia" slur given to my home city. We said in 2003 that the many different perceptions of our city would change over time....and I can say today that our vision of that happening has come to pass.

**Attach a copy of your resume.**

billpayHistory (1).pdf

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

**Applicant's Signature**

Ray Savorn

**Date**

12/28/2021 12:00 AM

Thank you,

**City of Rancho Cordova**

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## ITM-3 Ray Savorn Inducted into Official's Hall of Fame

Ray Savorn '58 was selected to the Sacramento (CA) Area Coaches and Officials Hall of Fame.

He has been a senior official in the Northern California Officials Association for over 47 years and worked Division 1 NCAA men's games for 18 years. In addition, he worked Men's Division 2 and officiated the 1999 Western Regional Finals. He worked Division 2 men's games in the mid-70's in the Far West Conference.

He also worked the state high school finals in the Oakland Coliseum in 1984 and ran the 24 second clock for the Sacramento Kings from 1985-95.

Ray attended Grove City College where he obtained a Bachelor of Arts degree and a year of Medical School at Indiana University of Pennsylvania before serving 13 months in Vietnam. While in college he played basketball for three years and baseball for two.

A teacher at Cordova High School for 39 years, he founded the Cordova Alumni Association with ideas and suggestions gleaned from the Springdale High School Alumni Association.

At Springdale Ray played basketball and baseball and was a member of the first Dynamo basketball team to win a section title in the school's history.

He has also been a nationally ranked tennis player since 1976 and won the Nevada State 55 singles and doubles championship in 1995 and the California 70 doubles championship in 2011.

Ray received his award in October of 2016 and said it was a very special recognition he was honored and proud to receive it, saying it made his day, week, month and year. His wife, Debbie, was also proud of "her official" and he accepted the award as a guy who has loved the game as a player, coach, and official all of his life.

The Hall of Fame award was sponsored by the Christian Brothers LaSalle Club.



Ray's picture from the  
Hall of Fame program.

## ATTACHMENT 1 Rancho Cordova Athletic



## Association

### RAY SAVORN

*Heart of  
a Champion*



Ray Savorn, lifelong athlete, teacher and referee, has left his mark on sports from high school to the NBA. Inducted into the Sacramento Coaches and Officials Hall of Fame in 2016, the honor recognized a distinguished record which began at Springdale, PA High School where he played baseball and basketball. He was a basketball and baseball starter

at Grove City College, and endured a 13-month tour of duty in Vietnam. A teacher at Cordova High for 39 years, he founded the Cordova Alumni Association. Ray's officiating career has spanned 47 years and continues today as the Senior Official in the Northern California Officials Association. Ray has officiated basketball in Division I and II, high school state finals and he is the only official to have worked CIF finals in both Arco Arena and Oakland Coliseum. He ran the 24-second clock for the Kings from 1985-95. Still a remarkable tennis player, Ray has ranked nationally as a senior player since 1976. He won the Nevada State 55 singles and double championships in 1995 and the California State 70 doubles in 2011.



## RAY SAVORN Planning Commission



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CERTIFICATE OF RECOGNITION

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*Presented to*

*Ray Savorn*

*October 14, 2017*

*in recognition of the sports legacy you  
have created and in commemoration  
of your inauguration into the  
Rancho Cordova Sports Hall of Fame.*



A handwritten signature in black ink, reading "Ken Cooley". The signature is written in a cursive style and is positioned above a horizontal line.

KEN COOLEY  
ASSEMBLYMAN, 8<sup>TH</sup> DISTRICT

**From:** [City of Rancho Cordova](#)  
**To:** [PlanningServices](#)  
**Subject:** \*NEW SUBMISSION\* Planning Commission Application  
**Date:** Monday, January 3, 2022 4:10:50 PM

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**Planning Commission Application**

**Submission #:** 1383148  
**IP Address:** [REDACTED]  
**Submission Date:** 01/03/2022 4:10  
**Survey Time:** 22 minutes, 28 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

**Full Name**

Regan A. King

**Home Address**

[REDACTED]  
[REDACTED]

**Email Address**

[REDACTED]

**Date of Birth**

[REDACTED]

**Home Phone**

[REDACTED]

**Cell Phone**

[REDACTED]

**Occupation**

Business Owner / Digital Strategist

**Do you reside within the incorporated boundaries of the City of Rancho Cordova?**

Yes

**Desired Membership (check all that apply)**

Regular Membership

**If not selected for your desired membership, are you willing to be considered for the other membership?**

Yes

**Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? If so, please state the entity and your role.**

No

**If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?**

Yes

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner.**

**In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.**

I am a 20-year resident of Rancho Cordova and would like to give back. My unique life experience gives me a valuable perspective on land use and development in Rancho Cordova. Before moving to Rancho Cordova, I lived in urban, suburban, and rural communities in the U.S. West and East coasts and northern Europe. I have seen the impacts of land consolidation in rural Southern Germany, squatters turned communal building managers in Hamburg, and disadvantaged communities moved from straight pipes to leech fields and municipal sewage in rural Kentucky. This puts our problems into perspective for me! As a planning commission member, I intend to stick to General Plan and municipal code guidelines while proactively engaging with the community. I would organize and disseminate important community concerns to the city and diligently reach out to subject matter experts to clarify opinions and gather facts. In an era of eroding trust in government, I feel we need to get ahead of misinformation using regular community engagement. I often deal with the challenges of "acceptance testing" in my profession and would welcome the opportunity to streamline this process for the planning commission. My experience promoting plans while collecting feedback from multiple client subgroups makes me a good fit for the planning commission.

**In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.**

My family encourages and benefits from Sunriver Neighborhood Association activities that inform us about local topics of concern, share helpful information, and organize events. I have appeared at city council meetings and provided public comments on several occasions. I am critical of pro-growth and pro-environment interests, subscribing to the Nobel Prize-winning economist Elinor Ostrom's perspective on balanced governance. Positions I have taken on local development issues include: - Against moving the American River Raft Rentals into the Parkway while supporting Parkway recreational use - Against building the Joint Operating Center (JOC) on federal land adjacent to the Parkway and Fish Hatchery - For the "innovation center" and "maker culture" in the city - Against Kassis property development plans that potentially violate local and federal code On behalf of my civic coding interests, I occasionally reach out to the city to clarify emerging technology and development methods like "open data" policies and "asset-based community development." I occasionally support local Code for America and civic coding activities, including assisting WalkSacramento and DMV with programming and user focus testing activities. In the past year, I have volunteered to provide online tools supporting the Preserve the American River community group, including online communications and outreach support for the 2021 Fall Family Festival. I intend to continue my volunteer support to improve local history awareness and workforce enhancement projects in the city.

**In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

Foremost I enjoy the recreation and relaxation that the American River Parkway and local park systems provide. I have a lot of fun here! I also enjoy helping clean up the trash on the river when it appears to get out of hand. Each of us can lend a hand to tackle problems before we complain about someone else. I thrive with Rancho Cordova residents' diverse cultures and viewpoints, especially compared to other areas I have lived. We enjoy close friendships with most of our immediate neighbors and put a lot of effort into staying connected with those with differing political views. I like the business and cultural potential that Rancho Cordova has. It is home to many manufacturers, has a college extension, an inspired young government, and a hidden talent treasure. It is also home to the California Department of Technology and Office of Emergency Services, which have critical importance to state safety and delivery of innovative, customer-focused digital services. Our city could likewise provide a model for towns facing future development challenges posed by migrations, workforce development, and dealing with outdated infrastructure and modes of governing. Although I love the visibility of improvement projects spearheaded

by city visionaries, I am also protective of our city's unique character. I like that we do not seek to emulate El Dorado Hills or Sacramento. I look forward to hearing more about how our community envisions its future and how development endeavors can make it happen.

**Attach a copy of your resume.**

Regan-King\_resume.pdf

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

**Applicant's Signature**

Regan A. King

**Date**

01/03/2022 12:00 AM

Thank you,

**City of Rancho Cordova**

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## Summary of Qualifications

- Award-winning web content management system (WCMS) developer
- Experienced systems design thinker collaborating with diverse teams
- Mindful advocate of accessible and respectful technology and content strategies
- Upbeat, customer-focused, highly organized, reliable, and proactive colleague
- Innovative problem solver, admin, tester, and analyst
- Quick and life-long learner, interested in cross-domain trends and technologies

## Achievements

- CASE Awards of Excellence: GOLD in Websites for UC Davis College of Letters and Science (2011)
- 12th Annual Webby Awards: Official Honoree for California Department of Public Health: *Champions for Change* bilingual website (2008)
- IABC U.S. District One: Silver Quill Award of Merit for “yourOTS” Output Technology Solutions company overview (2001)

## Professional Experience

### **Cake Farm, Rancho Cordova, CA (2000 to present)**

*Co-Founder / Technical Director / Digital Strategist / Senior Programmer*

**Internal duties:** Project planning and estimating, presentations, full-stack service design, testing & QA, content optimization, documentation, and WCMS training.

**Customer-facing duties:** Working directly with clients to research, manage joint application design (JADs), troubleshoot issues, maintain systems, and report results. Continually advise on new technologies and improvement opportunities.

### Selection of work:

- [North American Division of the Seventh-day Adventist Church](#)
- [UC Davis History](#) example site of 20+ departments using custom design system created by Cake Farm. See uploaded UC Davis case study (education)
- [JMC Homes](#) (homebuilder)
- [Valley Tech Systems, Inc.](#) (aerospace)
- [Debit Card Network LLC](#) (financial)
- [Folsom Physical Therapy](#) (health)
- [broodii Debit Card Enrollment Application](#) incl. AWS Cloud backend (financial)

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**UC Davis Extension, Sacramento, CA (2000 to 2002)**

*Web and Multimedia Instructor*

Developed curriculum, taught courses, and mentored students in the multimedia certificate program.

**Anderson Solone, Inc., Rancho Cordova, CA (1997 to 2000)**

*New Media Manager*

Established award-winning New Media division to service Intel, Level One Communications, and Synergex clients with web programming, video, and multimedia.

**Education and Certification**

**MIT Sloan Executive Education, ID [REDACTED] (2019)**

*Artificial Intelligence: Implications for Business Strategy*

4-month long, remote course investigating the cultural and economic implications of AI. Developed a model AI business strategy for a government customer and using IBM Watson sentiment analysis.

**HFBK University of Fine Arts, Hamburg, Germany (1996)**

*Diplom (BA), Visual Communications – Publishing Media*

Notable activities included: Co-founded the “Telematic Workgroup.” Programmed C++ video/network controllers and created UIs for international collaborations.

**Skills**

**Agile Methods and Tools:** Sequence Diagrams, UML, ERD, Mural, Miro, Balsamiq, Sketch, Asana, BaseCamp, Jira, and Slack

**WCMS:** Dreamweaver, Drupal, WordPress, HP CC (Teamsite), Cascade Server, and many other open source and experimental WCMS’ and prototyping methods

**Code:** HTML, CSS, JavaScript, PHP, Node.js, React, Ruby, Python, Java, C++, and PERL. Common CSS and JavaScript libraries, utilities, and best practices

**Design Systems:** Atomic Design System, ca.gov Web Template v5, Bootstrap, Foundation, PDFLib, and various visual builders and transformative tools like Jekyll

**Platforms and OS:** Adobe, Amazon, Apple, Docker, Google, Linux, and Microsoft

**Testing and QA:** Unit tests, Behat BDD tests, Selenium visual regression tests, SiteImprove, Google Insights, and custom WCAG-based institutional checklists

**From:** [City of Rancho Cordova](#)  
**To:** [PlanningServices](#)  
**Subject:** \*NEW SUBMISSION\* Planning Commission Application  
**Date:** Wednesday, December 8, 2021 4:44:27 PM

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### Planning Commission Application

**Submission #:** 1341480  
**IP Address:** [REDACTED]  
**Submission Date:** 12/08/2021 4:44  
**Survey Time:** 35 minutes, 59 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

#### Full Name

Richard Kurianowicz

#### Home Address

[REDACTED]  
[REDACTED]

#### Email Address

[REDACTED]

#### Date of Birth

[REDACTED]

#### Home Phone

[REDACTED]

#### Cell Phone

[REDACTED]

#### Occupation

Semi Retired / Sales Field Consultant

#### Do you reside within the incorporated boundaries of the City of Rancho Cordova?

Yes

#### Desired Membership (check all that apply)

Regular Membership

#### If not selected for your desired membership, are you willing to be considered for the other membership?

Yes

**Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? If so, please state the entity and your role.**

No

**If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?**

Yes

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner.**

**In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.**

I would like to be directly involved in the evolution of our City to have it continue on the quality path I have seen with the newer developments like the Stone Creek area where we live and the original areas north of Highway 50. My background over the past 35+ years has been in sales management. In that role I have worked with many different public agencies. Cities, Counties, Park and Recreation, Federal Agencies and many more which has provided me with significant insight into the operations, policies and procedures of these organizations. As an individual I see myself as pragmatic and someone who weighs the facts well prior to making a decision. My decisions are typically fact based and not emotionally based, and on what is in the best interest of the entity at that time. I am also the type of individual who asks a lot of questions to insure I have a complete understanding of the issues or projects. My past positions have been as a Regional Sales Director and Vice President of Sales with budget responsibilities in excess of 180 million. I also worked extensively with the State of California in launching a first of a kind program several years ago which touched every state agency and required interaction at many different levels and with many different individuals in that process. Those areas included procurement, IT, Senior Management within the State for both existing staff and politically appointed individuals along with Logistics groups as just a few examples. If selected for this position I would see it as a privilege that would also carry a significant amount of responsibility. Thank you for this opportunity.

**In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.**

I would like to continue to see the quality of lifestyle maintained well, such as the community parks, bike and walking trails. Additionally I would like to see a good common sense approach of growth in this community from both a residential and business growth aspect along with top level public safety programs and keeping homeless encampments out of our area which the City of Rancho Cordova has done an excellent job in this area where possible. On a personal note I also was a volunteer Soccer Coach with the Rancho Cordova Soccer club coaching both a U12 Girls team and a U19 Boys team this past year which was very enjoyable. I have 25+ years of soccer coaching experience. These types of experiences tie me into many different levels and age groups within the community.

**In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

My wife and I since moving back to the Rancho Cordova community in Stone Creek, love the area. Again great parks which are very well maintained, many different biking and walking paths which are safe for all to use and again well maintained. As a semi retired couple the homes are reasonably priced and the neighborhoods are well maintained for the most part. Additionally the various events put on throughout the year for the Rancho Cordova community area offer something for everyone in all of Rancho Cordova. From the 4th of July fireworks program at Hagen Community Park to the Tree lighting and the summer Moonlight movie program, The various exhibits at the RCMACC center and so many more program shows a City providing more than just services to their community.

**Attach a copy of your resume.**

Rick Kurianowicz 1 resume updated 2-19-2019.doc

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

**Applicant's Signature**

Richard Kurianowicz

**Date**

12/08/2021 12:00 AM

Thank you,

**City of Rancho Cordova**

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Richard Kurianowicz

**SKILLS SUMMARY**

Senior Manager with a proven track record of success. Skilled in working with existing assets of an organization to achieve defined objectives. Consistently exceeded budget and brought significant wins while achieving corporate objectives. These objectives have typically been achieved while meeting bottom line cost goals and top line sales along with building top flight management and sales teams. The term that would best describe me would be "consistently delivers and exceeds expectations".

**EMPLOYMENT**

**Regional Sales Director** October 2005- February 2019  
**Staples Business Advantage**  
*Sacramento, California*

- Responsible for a team covering the central valley in Northern California and Northern Nevada.
- Responsible for all public agency bids and contracts in my geographical area of responsibility
- Consistently exceeded assigned sales budgets. For example, the last 3 years achievement levels were, FY 2016 112% of budget, FY 2017 101% of Budget and FY 2018 105% of a 40 million dollar budget
- Highly leverage the CRM tool, Salesforce, to drive sales success through pipeline management, research and overall sales activity.
- Developed specific focus programs to leverage vertical market opportunities
- Drove conversion of existing customers to use third party punch-out procurement platforms (VARS) with Staples. Worked with platforms such as SAP, Coupa, Ariba, Oracle. Periscope and Expense Watch.
- Developed focused marketing campaigns for our business portfolio with locations outside of our immediate geography to improve touch and retention along with driving organic sales growth.

**Vice President of Sales / Western Region** January 2002-October 2005  
**School Specialty Inc**  
*Sacramento, California*

- Responsible for sales and the P & L for 13 western states with a 124 million budget. In FY05 we achieved 103% of budget with 18% year over year growth
- Responsible for all public agency contracts in my geographical area of responsibility
- In a turn around effort against 4 years of declining sales prior to joining the organization, delivered sales at 105% of budget in 2003 with 9.8 million in sales growth. Achieved 102% of budget in 2004.
- Managed 8 direct report Regional Sales Managers with a sales force of 111 individuals.
- Organized and launched new initiatives into higher education and private schools. In late 2005 we were awarded a 5 year 133 million dollar contract with the Los Angeles Community College District for furniture
- Negotiated new contracts with national organizations such as U S Communities (today Amazon also partners with US Communities program for SLED sales)

**Regional Sales Director** January 1995-November 2001  
**Office Depot**  
*Sacramento, California*

- Responsible for team management in the SLED space for Northern California and Northern Nevada
- Responsible for all public agency bids and contracts in my geographical area of responsibility
- Achieved in excess of 100% of sales and margin budget 4 out of the last 5 years.
- Double digit sales growth 4 out of 5 years in managing the Educational Division with a 65+ million dollar budget in FY01
- Awarded and managed the state of California office supply contract and sales team with sales of 40+ million annually. Grew top line margin from 4% to 18% over 2 years

- Member of the Office Depot strategic planning group for the expansion of educational sales nationally and the office depot e-commerce development group for the educational market.
- Drove special programs such as JIT/Stockless to high degrees of success for sales growth and to retain quality margin levels.

**SYSTEMS  
EXPERIENCE****Tableau**

Database management and research tool

**CRM - Salesforce**

*Detailed knowledge with all aspects of this CRM platform*

**Microsoft Suite**

Word, Excel (strong), Power Point

**RECOGNITION**

2016 – Sales Excellence Award – Second highest sales growth in the nation

2017 – Hewlett Packard – Computing Regional Sales Director of the year at Staples

**SALES TRAINING**

Strategic Selling – Miller Heiman Group

Dimensions in Professional Selling – Carew International

**DUAL CITIZENSHIP**

I carry both US and Italian passports. Born in the US but recently obtained dual Italian citizenship through my Italian ancestry

**EDUCATION****Business Major – AA Degree**

*College of San Mateo, San Mateo, California*

*September 1971 – June 1973*

# PLANNING COMMISSION APPLICATION

Return the completed application and your resume to the **city's Planning Division, 2729 Prospect Park Drive, Rancho Cordova, CA 95670** by or before the application due date of **January 10, 2022.**

Full Name: Robert Joseph McGarvey  
 Home Address: [REDACTED]  
 Email Address: [REDACTED] Date of Birth: [REDACTED]  
 Telephone: [REDACTED] [REDACTED]  
 Occupation: Retired

Do you reside within the incorporated boundaries of the City of Rancho Cordova? ☒ Yes ☐ No

Desired Membership (check all that apply): ☒ Regular Membership ☐ At Large Member

If not selected for your desired membership, are you willing to be considered for the other membership? ☒ Yes ☐ No

Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? *If so, please state the entity and your role.*

I represent our City on the Board of the Sacramento Yolo Mosquito Vector Control District, and was President of the Board in 2010. I represent our city on the Rancho Cordova Food Locker Board, I am a Board member of the Folsom Lake College Foundation, and I have been a member of the Cordova Community Council since 1975, as well as President of the Cordova Community Council in 1986-1987, and in 1992-1993 and 1993-1994.

If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?

Yes

**ITEM 3.1.****ATTACHMENT 1**

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner. Attach a separate sheet if additional room is needed.**

In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.

I was elected as one of the first 5 members of the original Rancho Cordova City Council when we became a city, and served on the City Council for 18 years from November 5, 2002 to December 7, 2020. I am interested in serving the City of Rancho Cordova in many ways. With our City Council forming the Planning Commission again I believe the City Council will move forward more rapidly with the assistance of the Planning Commission on the plans and decisions of the many new homes and businesses which are coming into the City of Rancho Cordova.

I believe that I saw the value of the Planning Commission a short time after we became a city, and with the growth that we see in our city today I believe that with the information I have learned over the years I could be very helpful to our new Planning Commission. It helped our City Council in the past by taking care of small details and the extra time which those small details eat away.

In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.

My wife and I purchased our first home in Rancho Cordova in March of 1997. We moved into our current neighborhood in December of 1979, and there are wonderful neighbors here. We have helped them at different times and visa versa. I was on the Riverview Elementary School site committee, and helped them as a City Council Member when the school was closed, and then re-open as the Riverview Stem Academy.

Our grandchildren are going to that fantastic school. My wife and I are helping the school as much as we can. I also chose to have that school as one of the schools I went to on a Saturday to lead neighbors on the Mayor's walk. The Mayor's walks were started by Council Member Ken Cooley in 2010 when he was Mayor. I continued the Mayor's walks the years I was Mayor.

**ITEM 3.1.****ATTACHMENT 1**

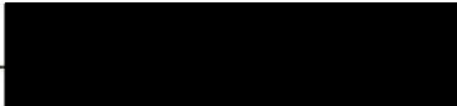
In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.

I got to know Rancho Cordova when I was stationed at Mather AFB from March 1963 to November 1965. It was a great community that was a wonderful military community and that it is still is. There are many Veterans who still live in Rancho Cordova, and there is also a wonderful Army National Guard at Mather today who are supported and helped whenever we can assist them.

It is hard to say what makes Rancho Cordova the best. Is it the American River trail, or the "Kids Day in the Park". Is it the wonderful way we see many people in Rancho Cordova helping each in our community in the food locker, or giving turkeys at Thanksgiving or at Christmas? We have one of the most mixed communities and cultures and languages in America. I look at the International Festival and learn how much of a great mix we have. The Planning Commission which is being formed, needs to pay attention to the plans it will receive, and pay attention to the great people in our community.

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

Applicant's Signature: \_\_\_\_\_



Date: 01/10/2022

**From:** [City of Rancho Cordova](#)  
**To:** [PlanningServices](#)  
**Subject:** \*NEW SUBMISSION\* Planning Commission Application  
**Date:** Friday, December 10, 2021 2:37:24 PM

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**Planning Commission Application**

**Submission #:** 1345585  
**IP Address:** [REDACTED]  
**Submission Date:** 12/10/2021 2:37  
**Survey Time:** 9 minutes, 17 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

**Full Name**

Ronald L. Brandon

**Home Address**

[REDACTED]  
[REDACTED]

**Email Address**

[REDACTED]

**Date of Birth**

[REDACTED]

**Home Phone**

[REDACTED]

**Cell Phone**

[REDACTED]

**Occupation**

Senior Continuous Improvement Manager

**Do you reside within the incorporated boundaries of the City of Rancho Cordova?**

Yes

**Desired Membership (check all that apply)**

At Large Member

Regular Membership

**If not selected for your desired membership, are you willing to be considered for the other membership?**

Yes

**Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? If so, please state the entity and your role.**

No

**If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?**

Yes

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner.**

**In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.**

I would like to be a planning commissioner because I would like to give back to my city that my wife and I reside in. I have a lot of experience in a variety of fields that I feel would be helpful. I was an Operations Manager running projects from \$100K to 5 million dollars throughout California, Oregon and Washington. I have experience in heavy equipment, rental equipment contracts and scheduling. I am current a Continuous Improvement manager where my job entails improving safety, quality and efficiency. I have about 21 years of experience doing this line of work. My overall experience managing, facilitating and coordinating projects to stay within budgets and be on time is the experience that I feel would be helpful as a planning commissioner. On top of all of that, I am very personable and friendly and I feel that is needed when communicating with others and working as a team. My background and experience has always revolved around team work to work towards a common goal.

**In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.**

My wife and I moved to Rancho Cordova about 5 years ago. We are always looking for ways to participate and volunteer in our city. We are active volunteers for the Mather Air show every year and that has been so much fun. We volunteer for food drives during the holidays and our most recent one was within Kavala Ranch. I also volunteer my time do home repairs for elderly or disabled residents in our neighborhood. Kavala Ranch was the southern most neighborhood within Ranch Cordova and they are currently building all around our neighborhood. I would like to be a part of the building and planning portion to help keep our community thriving and for people to enjoy living in Ranch Cordova. With the addition of the Rio Del Oro development, the Folsom Blvd Plan, Suncreek Plans and others, it's a great time to be a part of a growing city where I can help make a difference.

**In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

As I mentioned, my wife and I moved to Rancho Cordova about 5 years ago. We love this city and we love the close proximity to just about anything and everything from snowboarding in Tahoe to a drive out to the coast. We have two dogs, we recently lost one earlier this month, that we enjoy spending time with. We will take them for a walk daily down the Anatolia-Kavala bike trail that was built right when we moved here to Ranch Cordova. We love the Holiday parade, 4th of July celebration at Hagan Park or the concerts in the park out at Village Green Park just to name a few. We really love the events that are scheduled throughout the year and there always seems to be something for everyone. The farmers market on Sunrise is one of our weekly "must do's" every Saturday morning. As a Kavala Ranch resident, we have a great little community that is always supportive and helpful to one another. Prior to Covid, my wife and I were going to start a weekly walk/clean up group. I reached out to the city to see if they would provide the necessary tools for us to do this and they said yes. We are hoping to kick this off as soon as Covid is a thing of the past but we want to gather some neighbors and target an area that we felt needed to be cleaned up and get some exercise in too. I had had a team of neighbors that were willing to participate and this was going to be a fun event that was also going to help keep our neighborhood clean. We are hoping to kick this off next Spring. I would love to be a part of the planning commission and if chosen, I will do my best to share my strengths, experience and knowledge to help Rancho Cordova be the amazing city that both my wife and I really love.

**Attach a copy of your resume.**

Resume 2020.docx

**I declare, under penalty of disqualification and termination, that all statements in this application are true and**

**complete to the best of my knowledge.**

**Applicant's Signature**

Ronald L. Brandon

**Date**

12/10/2021 12:00 AM

Thank you,

**City of Rancho Cordova**

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**This is an automated message generated by Granicus. Please do not reply directly to this email.**

## Ron Brandon



### Objective

Currently seeking a position with a company that values dedication, commitment, and hard work. The position should offer the opportunity to demonstrate my ability of creative problem solving, excellent communication skills, and allow room for advancement.

### Profile

Extensive background in production, manufacturing and assembly within various industries from automotive to food manufacturing. Motivated, personable professional with a successful 30-year consistent work history. Talent for quickly mastering production processes – completion of Standardized Work and Continuous-Improvement training. Diplomatic and tactful with professionals and non-professionals at all levels. Flexible and versatile - able to maintain composure in a dynamic, fast paced and diverse work environment. Excellent team-building skills.

#### ♦ Professional Experience:

SYNAGRO-AUGUST 2018- CURRENT

#### Operations Manager

- ♦ Reporting to the Director of Operations.
- ♦ Manage, train, supervise and monitor performance of field personnel (10-15 employees) to ensure safe and proper operation of equipment.
- ♦ Create and submit Work Plans, HASAP, IIPP, Spill Response and Emergency Contact List.
- ♦ Monitor and control field operations in accordance with manufacturers O&M manuals, SOP's and established company policies and procedures.
- ♦ Establish, enforce and maintain company safety programs and procedures.
- ♦ Daily KPI reporting and tracking of dewatering equipment using Net Suite Production programs.
- ♦ Plan, develop and cost jobs to submit for bids.
- ♦ Establish communication with vendors, customers and city personnel to maintain a high level of success to complete projects.
- ♦ Frequent independent decision-making to ensure safe and proper operations are adhered.
- ♦ Develop and maintain daily spreadsheets and operating reports relating to removal and materials land applied as well as compliance monitoring and documentation.
- ♦ Ensure that projects operate within permit compliance, at/above its designed capacity.
- ♦ Ability to handle sensitive and confidential information and situations, competent to appropriately use discretion. Able to work in a fast-paced environment, process work rapidly, set priorities, work under pressure and follow through with assigned tasks.
- ♦ Assist Health & Safety Manager with development and administration of training programs for staff.

#### ♦ Professional Experience:

MATSUDAS NURSERY/GREEN ACRES JUNE 2017- JUNE 2018

#### Operations Manager

- ♦ Assess, identify, develop and implement operational improvements related to productivity, efficiency, quality and/or safety.
- ♦ Manage the employee process from beginning to end, including hiring, on-boarding, performance management, leaves, layoffs and terminations; handle employee relations and employee communications.
- ♦ Manage scheduling of 120-140 employees, assignment of duties, forecasting of labor needs and record-keeping regarding labor usage.
- ♦ Ensure compliance with, and provide onsite assistance for, company human resources policies and processes (i.e. payroll, leave management).

- ♦ Ensure compliance with applicable labor laws and wage and hour guidelines, Cal OSHA, safety training and harassment prevention training, including required reporting.
- ♦ Manages safety and loss prevention, including compliance, training, regular safety meetings, accident/injury investigation and managing worker's comp claims and return to work programs.
- ♦ Scheduling logistics, PM equipment, DOT compliance, HOS and ELD monitoring.

♦ **Professional Experience:**

SCOTTS MIRACLE GRO MARCH 2016- JUNE 2017

**Production Supervisor**

- ♦ Supervising a workforce comprised of 20-30 hourly full-time, seasonal and temporary associates performing activities in one or more of the following are: production, equipment maintenance, building and grounds maintenance, warehouse, distribution, and/or field operations.
- ♦ Assigning work and monitors progress, orients and trains associates, interviews and recommends hiring of applicants, evaluates associate work performance, counsels associates and/or implements disciplinary action, and establishes associate work schedules.
- ♦ Execution and enforcement of government, company and/or plant laws, procedures, and/or policies.
- ♦ Ensuring quality and quantity standards are achieved in a cost effective and efficient manner along with the availability of materials and supplies; problem solving quickly when things do not go according to plan.
- ♦ Communicating, implementing, and monitoring safety programs and procedures.
- ♦ Fostering a team environment and ensuring positive associate relations to maintain a union-free environment.
- ♦ Preparing and/or maintaining various logs, records and reports, such as production, maintenance, inventory, etc.; may purchase supplies, parts and/or equipment; may assist in developing and monitoring the budget.
- ♦ Assisting other supervisors and/or Plant Manager in directing the overall operation of the plant, performing special projects as needed.
- ♦ Plant productivity, including involvement in goal setting for the plant (KPI Boards), and execution of plant production goals.

♦ **Professional Experience:**

ZERO MOTORCYCLES OCTOBER 2012- March 2016

**Production Manager**

- ♦ Reporting to the Manufacturing V.P. the daily operations of the plant for safety, quality and efficiency.
- ♦ Develop production schedules to meet internal goals as well as expectations of customers.
- ♦ Oversee production staff (35 direct reports), including hiring/training of personnel.
- ♦ Involved in future design review meetings to improve the manufacturing process.
- ♦ Implement cost reduction initiatives as part of a continuous improvement (Kaizen) program.
- ♦ Review team member's performance and provide feedback on a regular basis.
- ♦ Monitor rework activities to drive improvements in processes and quality standards to reduce future issues.
- ♦ Ensure that safety guidelines are followed.
- ♦ Ensure that products are produced on time and meet the defined quality standard.
- ♦ Responsible for the selection and maintenance of equipment.
- ♦ Adjust and coordinate schedules between Battery and Chassis production.
- ♦ Working with managers to implement the company's policies and goals.
- ♦ Submit weekly and daily reports through our internal data base(Zoom).

♦ **Professional Experience:**

BERKELEY FARMS DECEMBER 2010 – OCTOBER 2012

**Production Supervisor**

- ♦ Coordinates with plant management and other supervisory staff to assign, direct, review and monitor work of supervised staff to maximize productivity in the plant.

- ♦ Ensures proper procedures are in place and being followed for production efficiency, quality of product, employee safety, CIP duties and state and federal guidelines. Improved Operating Equipment Efficiencies from 48% to 57% yr/yr
- ♦ Inspects products to verify conformance to specifications and directs setup and adjustments to machines. Coordinates production schedules and estimates worker hour requirements for completion of job assignments.
- ♦ Evaluates needs in production for daily assignment of duties; establishes or adjusts work procedures to meet production schedules.
- ♦ Recommends improvements to production methods, equipment performance and quality of product.
- ♦ Analyzes and resolves work problems, or assists workers in solving work problems.
- ♦ Provides supervision of assigned employees in scheduling and daily activities, ensuring effective selection, retention, feedback, disciplinary action and performance management. Participates in grievances or other contract related activities and discussions.
- ♦ Trains and instructs employees regarding production and equipment standards and processes. Oversees instruction, implementation and enforcement of policies as they relate to employees.
- ♦ Engages in the typical responsibilities of a supervisor requiring planning, evaluating, organizing, integrating and delegating.

♦ **Professional Experience:**

NEW UNITED MOTORS MANUFACTURING Inc. NOVEMBER 1991 - APRIL 2010  
**Project Specialist, Kaizen (Continuous Improvement) Team Leader**

- ♦ Establish and maintain Automated Guided Vehicles which are programmed to assist or replace production line team members. This resulted in an annual cost savings of approximately \$1.6M annually.
- ♦ Facilitate weekly meetings (20-50 attendees) to establish and implement process improvements to minimize material damaged during the production line process. Present and collaborate with plant leaders throughout North America on a quarterly basis to establish regional standards and enhancements. As a result, our team has achieved a cost reduction in Truck Assembly material from \$1.4M in FY'03 to a rate of \$245k for FY'09.
- ♦ Defined and documented a plant-wide process to discard of Hazardous Material to conform to the California State Requirements.
- ♦ Responsible for executing and tracking our internal Recycle vs. Discard Process. Within this process we have implemented strategies and guidelines to highlight materials which can be recycled for payment rather than discarded for a fee.
- ♦ Track and manage defective supplier material for reimbursement and root cause analysis
- ♦ Develop and implemented single point cover program to protect high cost items from defects and mutilations in order to improve the overall quality of NUMMI products. Estimated annual cost savings is \$350k

**Education**

JAMES LICK HIGH SCHOOL - SAN JOSE, CA

**General Education, 1984**

OHLONE COMMUNITY COLLEGE - FREMONT, CA

**Administration of Justice & General Education, 1988**

**Certifications**

Hazmat California Title 22 Training

OSHA 10 Hour Training

American Red Cross First Aid/CPR/AED

**References Available Upon Request |**

**From:** [City of Rancho Cordova](#)  
**To:** [PlanningServices](#)  
**Subject:** \*NEW SUBMISSION\* Planning Commission Application  
**Date:** Friday, January 7, 2022 1:21:40 PM

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### Planning Commission Application

**Submission #:** 1393703  
**IP Address:** [REDACTED]  
**Submission Date:** 01/07/2022 1:21  
**Survey Time:** 58 minutes, 46 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

#### Full Name

Sergio J.. Diaz

#### Home Address

[REDACTED]  
[REDACTED]

#### Email Address

[REDACTED]

#### Date of Birth

[REDACTED]

#### Home Phone

[REDACTED]

#### Cell Phone

[REDACTED]

#### Occupation

Retired: Attorney, Real Estate Broker

#### Do you reside within the incorporated boundaries of the City of Rancho Cordova?

Yes

#### Desired Membership (check all that apply)

At Large Member

Regular Membership

#### If not selected for your desired membership, are you willing to be considered for the other membership?

Yes

**Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? If so, please state the entity and your role.**

No

**If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?**

Yes

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner.**

**In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.**

I have lived within the incorporated area of Rancho Córdova for over 35 years. I care about Rancho Córdova and its future! As a graduate of the second city-sponsored Leadership Class, I experienced firsthand the vision and team work endeavored by City officials and staff, to realize the vibrant and promise-filled city Rancho Córdova is today. Prior to the city's incorporation, the city was a bypassed and forgotten area within in the County of Sacramento, from which the county reaped tax revenue, while neglecting basic public services, new housing construction, and additional and improved infrastructure, vital for sustainable rich urban development. When Mather closed, Rancho Córdova officials nimbly adapted to create new job opportunities and sought to maximize the use of the existing airfield and former military base. Today the city is home to families of diverse cultures and various economic levels diligently striving to improve their quality of life and provide their children with a sound education in hope of a better future. Rancho Córdova is rich in land. Unlike other cities, there is ample room to grow. Blessed with its own light rail and commercial airport, the future looks bright. And yet outside special interests, seeking to maximize profit from building opportunities to be had, strive to curry favor with elected public officials and city staff, to gain project approval while at times neglecting the overall good of the citizens of Rancho Córdova. I seek membership in the Planning Commission to ensure that special interest are not afforded undue influence in planing and implementing the city's future. After all developers come and go. The citizens of Rancho Córdova remain as this is our home. The Planning Commission as an advisory body has the opportunity to impartially assess the merits of proposed projects that come before the council for approval. I believe as an attorney and real estate broker I have the qualifications to serve.

**In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.**

Prior to retiring and since, I volunteered at my Sisters House, which serves victims of domestic violence. I also volunteer with the GAP (Gang Awareness Program) through which I visit and mentor kids incarcerated in the juvenile justice center. I also participated in the Bridges to Life Program, visiting with inmates at the Old Folsom State Prison, encouraging and motivating inmates, through a twelve (12) week program to leave behind a life of crime, addiction and self-destruction for their benefit, their families, and for their victims, in the hope that one day they will be released and provided with an opportunity to start anew. I tutored high school students at Cristo Rey HS, a high school for low income students striving to gain admission to four year colleges. I participate in the Kairos Prison program, three- day Christian based retreat in New Folsom Prison. I volunteered with Area Congregation Together (ACT) to assist with the protection of immigrant rights; Opening Doors, that provides legal other services to victims of human trafficking; Pro Bono Attorney with Lawyers in Library (Legal Aid Services); Permanent Deacon of the Catholic Church who assists with baptisms and funerals when called upon by Saint John Vianney Church, Rancho Córdova; serve as volunteer member of the city's traffic management committee; and participate in the city-sponsored sister city mission to Turriabla, Costa Rica, that with the city's cooperation, and the generous assistance of city IT personnel, delivered 17 refurbished computers to an impoverished elementary school in Costa Rica.

**In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

I enjoy the easy and affordable access the citizens have to enjoy the uniquely beautiful American River Parkway! It is a rare opportunity to experience nature at its best: a myriad of wildlife and flora. Additionally, the city provides a rich diversity of affordable restaurants and markets. The city offers ample public transportation and bicycle route

opportunities. Police services are considerably better than in other cities. Perhaps one day the city will opt to have its own police force and have greater control over the quality of services delivered. City government in general is accessible. The city's new developments shows much promise. Although, the old part of the city, particularly the Folsom Blvd., corridor and housing north of Folsom Blvd., is in need of improvement. The public schools while always improving, need to continue strive to demonstrate a commitment to provide students with the best education attainable, particularly students of low income backgrounds, with limited opportunities for future economic advancement. The city is looking to provide additional affordable recreational opportunities for families through a large public park to be located in the Anatolia area, and a civic center for greater community participation. It is undeniable that the quality of life can be vastly different for those living north of Folsom Blvd. and those living in the newer development areas south of Folsom Blvd. I am encouraged that city officials are mindful of the need to improve Rancho Córdoba as whole for the benefit of all its residents, not only those residents with better income and education. t

**Attach a copy of your resume.**

functional resume copy.rtf

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

**Applicant's Signature**

Sergio J. Diaz

**Date**

01/07/2022 12:00 AM

Thank you,

**City of Rancho Cordova**

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**This is an automated message generated by Granicus. Please do not reply directly to this email.**

**Sergio J. Diaz**



### ACADEMIC ACHIEVEMENTS

|                                                                                                                                                            |      |
|------------------------------------------------------------------------------------------------------------------------------------------------------------|------|
| University of California Davis, Davis, CA<br><i>B.A., International Relations</i><br>Interdepartmental Major in economics, language and political science. | 1978 |
| Loyola Law School, Los Angeles, CA<br><i>J.D., Law</i>                                                                                                     | 1983 |

### QUALIFICATION HIGHLIGHTS

0. As lead state counsel, coordinated defense against Federal Office of Inspector General for claim of Medicare overpayments of \$32,000,000. Negotiated settlement reducing State of California's liability to \$1,000,000.
1. Briefed and orally argued case before appellate court that upheld the right of 7300 disabled persons to continue to receive regional center services. Morgan Mason v. Office of Administrative Hearings (2001) 89 Cal App. 4th 1119.
2. Assisted the Office of the Attorney General in defending class action involving out-of-home care providers for persons with developmental disabilities. The estimated savings to the State of California for defeating the rate increase sought: \$70,000,000.
3. Deputy District Attorney, and later as Assistant Public Defender, litigated 18 jury trials.
4. As an associate attorney, represented Hughes Corporation, AAA auto insurance and various school districts and cities. Managed large caseload of insurance defense cases and workers compensation appeals.
5. Judicial Law Clerk to the Sacramento County Superior Courts.

### EMPLOYMENT HISTORY

|                                                                                                          |                |
|----------------------------------------------------------------------------------------------------------|----------------|
| State of California, Department of Developmental Services, Sacramento, CA<br><b>Senior Staff Counsel</b> | 2013 (retired) |
| State of California, Department of Managed Health Care, Sacramento, CA<br><b>Senior Staff Counsel</b>    |                |
| Ochoa and Sillas, Attorneys at Law, Los Angeles, CA<br><b>Associate Attorney</b>                         |                |
| Yolo County, Office of the Public Defender, Woodland, CA<br><b>Deputy Public Defender</b>                |                |
| Sacramento County, District Attorney's Office, Sacramento, CA<br><b>Deputy District Attorney</b>         |                |

### LICENSES

State Bar of California, State of California, Sacramento, CA  
Department of Real Estate, State of California, Sacramento, CA. Broker License.

### HONORS

Ordained to the Permanent Diaconate, Diocese of Sacramento, 2014  
Resolution Board of Supervisors, Sacramento County, 2013 Heroes of Human Services Honoree  
Catholic Spanish Speaking Radio Station Award for Valuable Support (2015)

### VOLUNTEER ACTIVITIES

My Sisters House, Volunteer Lawyer; Cristo Rey HS tutor, Sacramento; Juvenile Justice Center Mentor Program; Lawyers in the Library, Volunteer Lawyer; Kairos Prison Ministry; ACT/PICO clergy/advocacy volunteer for immigrant rights; Opening Doors past Volunteer Attorney; Catholic Spanish Speaking Radio Station, Board Member, Permanent Deacon volunteer ministry duties; City of Rancho Cordova Neighborhood Traffic Management Committee;



**From:** [City of Rancho Cordova](#)  
**To:** [PlanningServices](#)  
**Subject:** \*NEW SUBMISSION\* Planning Commission Application  
**Date:** Sunday, January 9, 2022 12:23:22 PM

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### Planning Commission Application

**Submission #:** 1396316  
**IP Address:** [REDACTED]  
**Submission Date:** 01/09/2022 12:23  
**Survey Time:** 7 minutes, 32 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

#### Full Name

Surender Reddy. Devarapalli

#### Home Address

[REDACTED]  
[REDACTED]

#### Email Address

[REDACTED]

#### Date of Birth

[REDACTED]

#### Home Phone

[REDACTED]

#### Cell Phone

[REDACTED]

#### Occupation

Information Technology Professional and Business owner

#### Do you reside within the incorporated boundaries of the City of Rancho Cordova?

Yes

#### Desired Membership (check all that apply)

Regular Membership

#### If not selected for your desired membership, are you willing to be considered for the other membership?

Yes

**Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? If so, please state the entity and your role.**

no

**If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?**

Yes. I will attend the meetings as well as the yearly training

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner.**

**In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.**

I am an IT professional and have an experience in planning and designing big projects at enterprise level. Also involved in providing business solutions by following the company policies. I would like to bring my engineering experience to the commission. As a professional planner who has worked both in the public and private sectors, across California, Virginia, and Colorado, I welcomed the opportunity to assist in the planning of my community from a decision-maker's standpoint. In a country where local democracy is treasured, it's essential that citizens play an active role in their community and local planning commissions offer an important opportunity for this. I would like to contribute to the community in which I am living since last 16 years. I'm interested in preserving the character of residential neighborhoods and ensure that the regulations are clear, fair and consistent. I see the tremendous growth in Rancho Cordova recently and my interest is any growth should be organic and manageable. I wanted to play a role in shaping the development of the city I live in and I believed that I had a unique skill set to offer on the commission.

**In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.**

Opportunities drive me to land into this country the United States of America in 1999. Because of my employment I lived in multiple cities like Dallas, Denver, Virginia and finally moved to Rancho Cordova from east coast (Virginia) in Nov 2004. The diversity and inclusiveness of this city attracted to me too much so we bought a home in 2005 and never moved out of this city. My family made friends with my neighbors, which became an extended family to us and never want to leave this city since then. We conducted neighborhood gatherings to play games and potlucks. I am involved as a volunteer in multiple non-profit organizations conducted events and also served as board member in different organizations since 2005. Currently I am serving as one of the executive board member for Sacramento Telangana Association. Also participated in most of the volunteer programs organized through my work place. For example, as part of helping hands, participated in repairing or painting old homes in Rancho Cordova. My current job involves to serve Medi-Cal beneficiaries through defining appropriate policies, which helps the deserved candidates in California. Rancho is a business friendly city, so I started my own business in 2019 in Rancho Cordova. Our company got an opportunity to involve in City sponsored workforce development program. Recently my company had an opportunity to run a technical training course as part of work force development program with the help of Rancho Cordova city. The work force development program helps the Rancho Cordova residents to upgrade their skillset and provide a growth financially as well as in their employment.

**In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

Living in Rancho Cordova city is an amazing experience. The city has very unique and interesting features that I like most. While public transit can be a pain, as a whole, it's pretty awesome. If the system in your city provides a lot of coverage, you really don't need to own a car, that alone saves you tons of money every year. This one doesn't apply to everyone, but for those of us who work downtown. So, Rancho has multiple rail transit stations at convenient locations for the residents to travel to different places. Rancho has different types of cuisines like Mexican food, pizza, Indian, American, and Thai restaurants within a few blocks of my home. If I travel farther, I'd also hit a Michelin Star-awarded restaurant and tons of other cuisine and I can walk to all of them. Rancho Cordova is conveniently located to both snow and beach places. If we travel 1 1/2 hour east we can reach ski slopes and if travel 2 hours west we get to beaches. One of the best place to live. Rancho is a diverse city in general, including in food, people, and things to do. Our neighbors all have interesting and unique backgrounds, and you can learn a ton by having conversations with them. I love living in a city neighborhood where everyone is different, especially if

they're willing to strike up a conversation. No two people in any city are the same. Rancho Cordova always buzz with energy. There are always people around doing something, and that can be exciting.

**Attach a copy of your resume.**

Surender Resume.docx

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

**Applicant's Signature**

Surender Reddy. Devarapalli

**Date**

01/09/2022 12:00 AM

Thank you,

**City of Rancho Cordova**

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## Surender Devarapalli

### SUMMARY:

With 21+ years of IT experience as an accomplished, proactive leader of cross-functional teams, known for implementing projects across a wide spectrum of business and client environments in Healthcare(14+), Telecommunications(5), and Customer Service Systems (6+). A problem solver, facilitator of industry-preferred project methodologies, and best practices from large scale critical mainframe environments to distributed client-server applications. Managed and implemented system changes by following the SDLC life cycles with Waterfall and Agile methodologies. Experienced in analyzing business processes and perform assessments in an effort to align information technology solutions with business initiatives. Experienced in high-level solutions for business applications, systems, portfolios, and an entire enterprise. Also experienced in gathering requirements for the defined policies through interacting with different state (government) agencies or stakeholders and developing process flows using some of the specialized tools like Rational DOORS, Clear Case, Clear Quest, Blue works, JIRA and Version one.

### EDUCATION:

**Bachelor of Engineering**, Osmania University, Hyderabad, Telangana, India.

**Post Graduate Diploma in Computer Applications**, San Infonite Institute, Hyderabad, Telangana, India.

**Certified Scrum Master**, Scrum Alliance.

### SKILLS:

- **PROJECT MANAGEMENT:** Project Coordination, SDLC Process, Agile, SPARK-ITS, Quality Assurance, Release Management, Systems Integration, & Client Relations
- **ENTERPRISE PROCESSES:** Data Model Alignment, Business Use Case Development, Business Process Modelling & Narrative (BPM & BPMN), End-to-End process design, & Key Performance Indicators
- **PROGRAMMING LANGUAGES:** XML/XSL, J2EE, Java, JSF, HTML, JavaScript, SUN ONE UDS (Forté), Visual Basic, VB Script, .NET, ASP, UML, SQL, PL/SQL, & Hibernate
- **WEB TECHNOLOGIES:** XML/XSL, J2EE, JSF, HTML, JavaScript, ASP, WebSphere, Apache Ant, Tomcat, & Shell Scripts
- **OS:** DOS, Windows, Unix, Linux, SunOS, Solaris, TSO, ISPF, and MVS zO/S
- **DATABASES:** Oracle, TOAD, Informix, MS SQL Server, MS Access, MySQL, & Relational Database Design
- **ENTERPRISE:** SOA, ClearQuest, ClearCase, Crystal Reports, Business Objects, Business Intelligence Systems, Forté Fusion, Forté Conductor, & Rules Engines
- **NETWORK & SECURITY:** Active Directory, FTP, FTF, MQ Series, Self-signed certificates, Forté Load Balancer, Oracle Load Balancer, & BigIP Load Balancer
- **BUSINESS SOFTWARE/TOOLS:** Microsoft Office Suite, MS Project, Visio, Planview, TimeControl, Version One, Blueworks, Rational DOORS, MyEclipse, Interactive Voice Response, Hibernate, Apache & Tortoise Subversion, CVS, Dimension, Clear Case, ClearQuest, Rational Rose, SharePoint, Livelink, CloverETL, Adobe Suite, and Rational Performance Tester.

### PROFESSIONAL EXPERIENCES:

DP Global Solutions LLC

**Sr. Health Care Consultant, Sep 2019 – Present**

**Department of Health Care services.**

**Medi-Cal Rx, Sacramento, CA**

DP Global solutions is a lead IT Consulting services offers full support to complete life cycle of IT projects like new business process automation approaches with latest technologies & tools in end to end IT Development process.

Department of Health Care Services (DHCS) transition all Medi-Cal pharmacy services from managed care (MC) to fee for service (FFS) by January 1, 2021. The Medi-Cal pharmacy benefits and services administered by DHCS in the FFS delivery system will be identified collectively as “Medi-Cal Rx”. Transitioning pharmacy services from MC to FFS will, among other things:

- Standardize the Medi-Cal pharmacy benefit statewide, under one delivery system.
- Improve access to pharmacy services with a pharmacy network that includes approximately 97% of the state’s pharmacies.
- Apply statewide utilization management protocols to all outpatient drugs.
- Strengthen California’s ability to negotiate state supplemental drug rebates with drug manufacturers.

The following activities are some of my responsibilities as part of the project.

- Drafting the RFP business and technical requirements for drug rebates features of the new product called Medi-Cal Rx according to the DHCS policies.
- Providing the training material for Medi-Cal Rx RFP response evaluators.
- Identified the gaps in RFP response against the RFP requirements through developing the traceability matrix.
- Perform research and provide appropriate responses to Magellan for the existing CA Drug Rebate policies.
- Co-ordinate data mapping and data transfer of all drug rebate related data.

## ITEM 3.1.

## ATTACHMENT 1

- Developed existing drug rebate system interface diagrams and associated detailed descriptions
- Provide details about existing drug rebate processes and policies to incorporate in requirement specification document by Magellan team.

**Sr. Systems Architect, Feb 2018 – Aug 2019**

**Conduent Technology Services - State Healthcare.**

**Medi-Cal, West Sacramento, CA**

- Lead Business and System Analysts for N-2 and non-mainframe projects (10 plus millions projects) along with SME responsibilities for CA MMIS legacy applications.
- Provided guidance to gather requirements and policy clarifications by the project team about CA MMIS non-mainframe systems (MCWeb, TAR and Rebate systems) functionality.
- Provide high-level solutions for business applications, systems, and portfolios.
- Involved in project and resource planning at an enterprise level.
- Responsible in creating and updating Business Process Models, and Use cases.
- Working with Conduent security team to resolve Systems Group (SG) security issues and audit findings.
- Worked with infrastructure teams to upgrade servers and refresh OS to be compatible with CA MMIS N-2 policy.
- Modified and re-packaged the Edit Resolution Tool application for suspended claims processing team.
- Aided the defect resolution and supported the Development and Quality Assurance teams with healthcare policy clarification and test scripts validation.
- Organize project meetings with the DHCS (and other key stakeholders) and communication to ensure adherence to the project's governance process
- Skills used: MS Visio, SharePoint, Rational DOORS, MS TFS, Git, ClearQuest & ClearCase.

**System Development Manager II, September 2014 – Feb 2018**

**Cognizant Technology Solutions - Healthcare.**

**Medi-Cal, West Sacramento, CA**

- Lead a team of Business and System Analysts for very big and complex N-2 projects along with SME responsibilities.
- Responsible in assigning tasks to the team members and monitoring their progress regularly.
- Involved in project and resource planning.
- Coordinated with SCRUM Master, Product SME, the client (Xerox), and the client's customer (Department of Health Care Services) Product Owner to construct the Scope Definition Document per each release.
- Developed change request process for CA MMIS system replacement applications and responsible for assigning the appropriate releases for all the change requests.
- Lead the team to identify the system replacement impacts for the legacy CA MMIS changes.
- Involved in writing Change Requests for the enhancement & modification gap requirements, Business Process Models, User Stories and Acceptance Criteria, and Use cases.
- Guided and helped the teams as SME (Subject Matter Expert) in Member Eligibility, Drug Rebate and Pharmacy and Medical services Prior Authorization functional areas.
- Directed and analyzed the results of the extracted requirements from Rational DOORS and prioritize each requirement for the each Sprint and Release in Agile process.
- Developed the BPM & BPMNs for TAR processing systems and Pharmacy systems
- Determined the operational objectives by studying the business functions; MITA business processes, evaluating the output requirements and formats for Health Enterprise, SmartPA, and PBM/OS+ applications of the CA-MMIS System Replacement.
- Aided the defect resolution and supported the Development and Quality Assurance teams with healthcare policy clarification and test scripts validation.
- Organize project meetings with the DHCS (and other key stakeholders) and communication to ensure adherence to the project's governance process
- Skills used: Agile, SCRUM, Lean Six Sigma, MS Visio, Version One, Jira, Blueworks, SharePoint, Rational DOORS, ClearQuest & ClearCase.

**Professional Systems Analyst/Lead Business Analyst/ Business Rules Manager, December 2010 - September 2014**

**Xerox State Healthcare LLC. CA.**

**Project Medi-Cal, West Sacramento, CA.**

- Utilized the Agile and SCRUM for the planning, scheduling, and execution of multiple teams of Business Analysts for Medi-

## ITEM 3.1.

## ATTACHMENT 1

Cal Business Processes (BPs) to implement the MITA architecture for the System Replacement of CA-MMIS.

- Advised as the Subject Matter Expert (SME) for Prior Authorization and Formulary BPs during planning, scheduling, and directing the teams in revising requirements & writing business rules following SBVR, SMART, and WISE standards.
- Lead the team to extract business rules from the policy documents or requirements and load them into DOORS repository.
- Instituted and managed the Source Code Review Process to validate the extracted business rules against the source code for the Business Rule Extraction (BRE) team.
- Mentored team members about the CA-MMIS system, BRE Business Rules standards, and Xerox workplace expectations.
- Facilitated Elicitation & Validation workshops with the DHCS and key stakeholders to develop and approved requirements and linked them to approved business rules in Rational DOORS.
- Developed BPMs & BPMNs for member enrollment and eligibility processes using Blueworks.
- Managed a cross-functional team to develop, design, and test the Edit Resolution Tool application for the processing of the daily and weekly suspended Medi-Cal claims.
- Worked as SME (Subject Matter Expert) in Member Eligibility and Prior Authorization functional areas
- Skills used: Agile SCRUM, SPARK-ITS, Blueworks, Lean Six Sigma, MS Project, TimeControl, ClearCase, ClearQuest, Version One, Blueworks, SharePoint, Rational DOORS, SBVR, Adobe Suite, Visual Basic, VB Script, .NET, SQL, JCL, PROC, COBOL, CICS, TSO, ISPF, & Windows.

**Services Information Developer III/ SURGE Team Leader, November 2004 - December 2010**

**Hewlett-Packard Enterprise Services (formerly EDS), March 2007 – December 2010**

**iTech US Inc., VT, November 2004 - February 2007**

**Project Medi-Cal, Rancho Cordova, CA**

- Lead, analyzed, delivered, and supported the real time & batch operations of the Treatment Authorization Request (TAR) or Prior Authorization sub-system (consisting of 33 application servers, 2 reporting applications, 6 database servers, data mart, 17 various applications, and 5+ CICS Mainframe Regions) and the Formulary sub-system (consisting of 1 application & server, 3 database servers, and a CICS Mainframe Region) for about 800+ users in 8 physical offices out of 36 logical offices in the state of California, while managing stakeholder communication.
- Skills used: Livelinks, Forté, Forté Load Balancer, J2EE (Struts, Jakarta, Spring, Ibatis, JUnit, Avalon, Hibernate, and MapQuest frameworks), HTML, JavaScript, Apache Subversion, Oracle, TOAD, Oracle Load Balancer, PL/SQL, SQL, BigIP Load Balancer, SDLC, Active Directory, MS Access, MS SQL Server, Informatica, Business Objects, Business Intelligence Systems, Adobe, SwiftView, Telnet, FTP, WebSphere, Apache, MQ Series, JCL, PROC, COBOL, CICS, TSO, CA-Endevor, CA-7, Mercury LoadRunner & WinRunner.

**Senior Software Developer, September 2002 - November 2004**

**Goldstone Technologies, VA.**

**Project MCI WorldCom, Ashburn, VA**

WorldCom (formerly known as MCI WorldCom) was an American telecommunication corporation. WorldCom was the United States second largest long distance telephone company (after AT&T).

- Oversaw the development team that designed, developed and implemented major enhancements for LCOM (Local Component Order Manager), which is an Order Processing system for WorldCom. It uses workflow engine to integrate various external applications.
- Developed a web service with SOAP based xml message interface for DSL order management and Unbundled Network Element provisioning.
- Skills used: Forté, Forté Load Balancer, Forté Conductor, Forté Fusion, J2EE (Struts, Spring, JUnit), HTML, XML, XSL, SOAP, JavaScript, Oracle, TOAD, Oracle Load Balancer, PL/SQL, SQL, Active Directory, MS Access, FTP, & WebSphere.

**Software Engineer May 2000 - September 2002**

**HEED net LLC., LA.**

**Project Qwest (formerly U S West Communications), Denver, CO**

Qwest Communications International, Inc. was a large United States telecommunications carrier. Qwest provided local phone service (Wireline Services, Wireless Services), Internet backbone data services, and digital television in 14 western U.S. states.

- Created Impacted Analysis documents, Use Cases, Class Diagrams, Sequence Diagrams and Technical Design document for each functional area in ROMS Plus and Consulting Plus (Forté TOOL distributed application) applications.
- Designed, developed, tested and maintained ROMS Plus & Consulting Plus applications (both are internally distributed client server applications to 1800+ users, deployed in 6 regional call centers throughout the West) following UML and CMMI standards.
- Skills used: Forté, Forté Load Balancer, Tortoise Subversion, Oracle, TOAD, SQL, Telnet, ASP, HTML, SDLC, UML, Linux, Windows, Rational Rose, Select OMT & Visio.

**From:** [City of Rancho Cordova](#)  
**To:** [PlanningServices](#)  
**Subject:** \*NEW SUBMISSION\* Planning Commission Application  
**Date:** Thursday, January 6, 2022 10:21:21 PM

---

### Planning Commission Application

**Submission #:** 1391918  
**IP Address:** [REDACTED]  
**Submission Date:** 01/06/2022 10:21  
**Survey Time:** 32 minutes, 39 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

#### Full Name

Therese M. Kolvenbach

#### Home Address

[REDACTED]  
[REDACTED]

#### Email Address

[REDACTED]

#### Date of Birth

[REDACTED]

#### Home Phone

[REDACTED]

#### Cell Phone

[REDACTED]

#### Occupation

Non profit volunteer

#### Do you reside within the incorporated boundaries of the City of Rancho Cordova?

Yes

#### Desired Membership (check all that apply)

Regular Membership

#### If not selected for your desired membership, are you willing to be considered for the other membership?

Yes

#### Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? If so, please state the entity and your role.

No

**If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?**

Yes

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner.**

**In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.**

I have attended many city council meetings and have always been fascinated by the intricacies of the planning process. I understand that actions taken will impact the functions of our city for many years, set the tone for the future. If my analytical skills can help the city grow in directions that will make us a premier city for years to come, I am all in.

**In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.**

I am the Executive Director of the Rancho Cordova Whisker Warriors. The volunteer group helps all residents with their pets. A free spay neuter program is cutting edge, no other city has as great a program, due to our partnership with Animal Services and the City Council. I attend as many events in the city as possible. I have volunteered with the Cordova Community Council at the 4th of July festivities and the Airshow.

**In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

I like being a resident of Rancho Cordova because, even though we have been the underdog in the region for many years, the leaders of this city have made disciplined and creative decisions to make this a premier city in the region. Yes, we have a lot to still do. But the leaders have kept the city safe, have attracted many businesses and encouraged a thriving art and music community. I am proud of our city and see so much that can make our city even better with good planning.

**Attach a copy of your resume.**

Kolvenbach\_resume.docx

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

**Applicant's Signature**

Therese M. Kolvenbach

**Date**

01/06/2022 12:00 AM

Thank you,

**City of Rancho Cordova**

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**From:** [City of Rancho Cordova](#)  
**To:** [PlanningServices](#)  
**Subject:** \*NEW SUBMISSION\* Planning Commission Application  
**Date:** Wednesday, December 8, 2021 2:29:01 PM

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### Planning Commission Application

**Submission #:** 1341173  
**IP Address:** [REDACTED]  
**Submission Date:** 12/08/2021 2:28  
**Survey Time:** 12 minutes, 31 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

#### Full Name

Travis Hughes

#### Home Address

[REDACTED]  
[REDACTED]

#### Email Address

[REDACTED]

#### Date of Birth

[REDACTED]

#### Home Phone

[REDACTED]

#### Cell Phone

[REDACTED]

#### Occupation

Business Analyst

#### Do you reside within the incorporated boundaries of the City of Rancho Cordova?

Yes

#### Desired Membership (check all that apply)

At Large Member

#### If not selected for your desired membership, are you willing to be considered for the other membership?

Yes

**Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? If so, please state the entity and your role.**

No

**If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?**

Yes

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner.**

**In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.**

I just moved to Rancho Cordova in Cypress Village, have a young family just starting school and would love to make a positive difference for our future city in order to ensure it's developed with the right mindset and not just attracting dollars, although I know that is very important it's also important to look out in future state to determine is this the best development for the long term.

**In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.**

I'm currently on the Rancho Board for the community enhancement fund, but planning is really where the future beholds! This is where I really want to dig in and be part of the future planning decisions.

**In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

I like the opportunity for growth that we have which is rare be this close to the city of Sacramento usually not this much land to utilize but with this land comes great responsibility of what we build, we only get one chance it's really costly and hard to redevelop.

**Attach a copy of your resume.**

Supply Chain Technical Analyst.docx

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

**Applicant's Signature**

Travis Hughes

**Date**

12/08/2021 12:00 AM

Thank you,

**City of Rancho Cordova**

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**Travis Hughes**

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## Supply Chain Technical Analyst

Technical Analyst with a Bachelor's of Science in Marketing. Expertise in research, analysis and implementation of business development in order to increase profitability.

### Professional Experience

**Intel**, Folsom CA

(12/18 – Present)

**Supply Chain Technical Analyst**

- Manage NSG's top selling products with volumes over 1 million/qtr and sales over a qtr billion
- Develop supply chain strategies that support the organizations strategic vision
- Apply modeling and other methods to gather and interpret data and to recommend new procedures and processes

**RFG**, Sacramento CA

(1/17 – 12/18)

**Business Analyst**

- Develop reporting for all sales teams by analyzing over 30 customers with \$400m in sales
- Utilize excel and cognos in order to give recommendations based on analysis of sales history and market trends
- Data extraction and transformation from two different databases for historical analysis

**UNFI**, Rocklin CA

(10/15 – 12/16)

**Procurement Analyst**

- Ensure accuracy of all purchase orders while maintaining inventory levels and meeting demand
- Manage shrink, discontinued product and logistics for 17 distribution centers

**Blackhawk Network**, Pleasanton CA

(10/14 – 10/15)

**IT Procurement Analyst II**

- Purchase all IT department software, hardware and manage all maintenance renewals
- Negotiated over 30% cost saving on spend of 8 million, no charge for freight and multiple free training units

### Professional Skills

- Experience with Tableau, SAP, Cognos, SQL, SPSS, Itrade , Terradata
- Microsoft certifications in Word, PowerPoint, DAX and Excel
- Currently studying python

### Education

**California State University – Sacramento**

BS, Business Administration - Marketing

12/2011

### Selected Accomplishments and Honors

- AppleCare excellence award
- Department Citation for Academic Excellence

**From:** [City of Rancho Cordova](#)  
**To:** [PlanningServices](#)  
**Subject:** \*NEW SUBMISSION\* Planning Commission Application  
**Date:** Friday, January 7, 2022 5:09:57 PM

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**Planning Commission Application**

**Submission #:** 1394313  
**IP Address:** [REDACTED]  
**Submission Date:** 01/07/2022 5:09  
**Survey Time:** 9 minutes, 34 seconds

You have a new online form submission.

Note: all answers displaying "\*\*\*\*\*" are marked as sensitive and must be viewed after your login.

**Full Name**

Wayne T. Hart

**Home Address**

[REDACTED]

**Email Address**

[REDACTED]

**Date of Birth**

[REDACTED]

**Home Phone**

[REDACTED]

**Cell Phone**

[REDACTED]

**Occupation**

Senior Manager

**Do you reside within the incorporated boundaries of the City of Rancho Cordova?**

Yes

**Desired Membership (check all that apply)**

Regular Membership

**If not selected for your desired membership, are you willing to be considered for the other membership?**

Yes

**Are you currently serving as an elected or appointed official of another public entity whose jurisdiction includes any part of the city? If so, please state the entity and your role.**

No

**If selected, will you be able to attend evening meetings regularly and devote the time necessary to fulfill your duties as a member, including yearly training that may require travel?**

Yes

**The following questions will assist the City Council with evaluating your application and learning more about your interest in becoming a Planning Commissioner.**

**In several paragraphs, please describe why would you like to be a planning commissioner. Please be as detailed as possible.**

I have lived in Rancho Cordova for 22 years and have been engaged in several city activities. My work involves project management, program management and process improvement. I have a PMP certification and an ASQ Six Sigma black belt certification. I would like to use this expertise and my years of living here in Rancho Cordova to improve our city and keep it growing. My work experience can directly apply to being a success on the commission and helping our city move forward.

**In several paragraphs, describe your interest and involvement in your neighborhood and the community as a whole. Please be specific and include examples.**

I have been involved in several activities over the year and ran for city council a decade ago. I am also a regular member of the City's Annual Volunteer celebration and have done that for a number of years now. I am also involved in a faith group that is engaged in the community and I would like to keep the work going by being an active member of the planning committee to help all of Rancho Cordova move forward.

**In several paragraphs, what do you like best about being a resident of the City of Rancho Cordova? Please be specific and include examples.**

I am glad that the city incorporated and that the city council was able to make improvements to safety and to the overall quality of life. The community council has done a great job of adding quality events to the city such as Heartstoppers, the light orchestra, the art commission, the kid's museum, and other activities. The city has done well to improve life here while keeping good at the basics such as safety.

**Attach a copy of your resume.**

2021 05 21 Resume.docx

**I declare, under penalty of disqualification and termination, that all statements in this application are true and complete to the best of my knowledge.**

**Applicant's Signature**

Wayne T. Hart

**Date**

01/07/2022 12:00 AM

Thank you,

**City of Rancho Cordova**

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**WORK HISTORY*****December 2020 – Present******Principal/Senior Manager – Strategic Planning and Performance, Core and Small Business Sales***

- Managed a distributed team of Analysts and Sales Assistants across California in the delivery of project analysis, project management, Lean Sigma tools and techniques, and Sales Support that contributed to the Core and Small Business sales teams hitting their performance goals.
- Coached and developed project managers to help them deliver key projects needed to achieve growth and retention goals
- Helped create the project portfolio and strategic architecture on how we would achieve the top priorities of the Core and Small Business.
- Introduced Lean Sigma techniques to my team such as standard work, kaizen, retrospectives, and process maturity
- Personally managed key projects and strategic efforts needed by the Core and Small Business teams to meet performance goals. These efforts involved developing standard playbooks on how to take business from our key competitors; managing health care costs to keep our pricing sustainable and maximize client retention; and improving key processes for our critical business partners and external stakeholders.

***May 2019 – November 2020******Senior Manager; Blue Shield of California – Business Process Management***

- Managed an internal consulting team of 7 Lean Sigma process experts in delivery of Business Process Management and Lean Transformation services across Blue Shield (areas included: Medicare Stars program, enrollment, billing, communications, Pharmacy Operations, Claims, and Medi-Cal operations.)
- My team directly contributed to the department achieving \$20 Million in transformation savings during 2019 and 2020.
- I coached and mentored my team members and helped the Process Architects on my team coach and mentor others in Lean Sigma tools and techniques.
- Organized and oversaw an effort to measure and improve our process maturity using the APQC framework, which established a governance model as well as standards (such as templates, standard work, checklists, and an improvement process) for how we delivered our catalog of services.
- Responsible for facilitating and implementing an engagement plan to keep the team motivated despite significant turnover in leadership throughout our department. The engagement plan resulted in 100% of the team saying that the team was a great place to work.
- Successfully managed the team during the 100% work from home mandate that started in March of 2020.

***January 2015 – May 2019******Principal Business Process Architect/Lean Sigma Black Belt; Blue Shield of California – Business Process Management***

- Facilitated and drove large testing and improvement efforts using the Toyota Production Method and Lean thinking to generate ideas and save costs while removing irritants for customers throughout Blue Shield of California.
- Partnered with my team to complete in-depth analysis of processes and pain points for the Medicare line of business on the operational and the member experience side (as measured by the CAHPS survey).
- Developed recommendations for fixing the Operating Model (cultural, people, process, technology, business policy, and intent) for the membership and customer service part of the Medicare business. Presented recommendations and persuaded executives to initiate a multi-year, multimillion-dollar program to fix the core issues.
- Led teams to develop Lean Operating Model recommendations using Lean Sigma tools such as Business Interaction Models, Customer Journeys, Mapping Customer Needs to Business Capabilities, Business Capability Analysis, and Leaning Out Waste.
- Trained Lean Sigma Community of Practice members in how to use Lean and Six Sigma tools and principles such as Lean, Kaizen, Kanban, Hypothesis Testing, Probability, Wastes, DMAIC, and Control charts and graphs in their work.

***July 2014 – January 2015******Senior Program Manager; Blue Shield of California – I&B Shared Services***

- Managed three teams of business and QA analysts, and database, report, and application developers. This work helped our Operations managers prioritize the work for their teams to ensure that our department met Service Level Agreements, Quality Standards, and provided a better customer experience.
- The teams were involved in all parts of the SDLC including requirements elicitation, development of workflow solutions, and coordinating, planning, and executing UAT efforts for the department, including the UAT efforts for a multi-year software migration.
- I coached and developed subordinate managers to ensure they led their teams successfully and achieved their team goals.
- I oversaw how these managers managed their teams, including ensuring that the managers were developing their team members. I also removed team obstacles and resolved escalated issues so the team could achieve their goals.

***February 2009 – June 2014***

***Program Manager/Senior Program Manager; Blue Shield of California – Customer Care Business Readiness***

- Responsible for managing a team of business analysts and project managers in the testing of a new software system implementation for Blue Shield's Installation and Billing and Customer Service departments. I was responsible for interacting with executives in Operations, IT, and QA and the software migration program.
- I oversaw the team's development and implementation of a new, lean testing process that was emulated enterprise wide.
- As a people manager, I managed personnel issues and coached and trained my staff in Business Analysis, Project Management, People Management, and QA testing skills. I also helped my team develop needed interpersonal skills such as conflict management, negotiation, and goal setting to improve our team's effectiveness.
- On instructions of my executive, I partnered with a colleague to plan and manage a cost-savings program that cut \$1 Million in administrative expenses in a calendar year.

***September 2002 – February 2009***

***Project Manager; VSP – Enterprise Project Solutions***

- Responsible for managing multiple, concurrent projects by coordinating project team members to complete objectives according to the project plan. I used a combination of traditional based and agile project management techniques to complete project objectives.
- I introduced agile metrics and methods for measuring impediments for projects using Agile and Traditional methods.
- Acted as a Scrum master for a full Scrum team for a year.
- Maintained the list of prioritized projects in the portfolio and provided exception reports to Management. Followed up with project managers to gather project status. Analyzed closed projects to identify trends and outcomes in project execution.

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## **ADDITIONAL POSITIONS HELD**

***March 2000 – September 2002***

***Business Specialist/Business Analyst I; VSP – Client Services***

***August 1998 – March 2000***

***Small Business Unit Coordinator; VSP – Client Services***

***August 1997 - August 1998***

***Group Services Administrator; VSP – Client Services***

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## **EDUCATION & PROFESSIONAL CERTIFICATIONS/AFFILIATIONS**

BS Business Administration (Finance concentration), California State University, Sacramento, December 2000

Advanced Certificate in Project Management, California State University, Sacramento, 2004

PMI Certified Project Management Professional (PMP), September 2005

Certified Scrum Master, 2007

President of the Toastmasters International club located at VSP (2005 and 2009)

Division Governor in Toastmasters International (July 2010 – June 2011)

ASQ Certified Six Sigma Black Belt, March 2018

**ITEM 3.1.****ATTACHMENT 2**

| Applicant Name                 | Desired Membership | Willing to be Considered for the other Membership? |
|--------------------------------|--------------------|----------------------------------------------------|
| Afraz A. Hameed                | Regular            | No                                                 |
| Andrew E. Carhart              | Both               | Yes                                                |
| Anil Reddy Kondakrindi         | Both               | Yes                                                |
| Anjeleeca Wood                 | Both               | Yes                                                |
| Autumn Eberhardt               | Both               | Yes                                                |
| Benjamin A. Paine              | At Large           | Yes                                                |
| Cynthia R. Stauss-Vlassopoulos | Regular            | Yes                                                |
| Jack O S. Zwald                | Both               | Yes                                                |
| James Stein                    | Both               | Yes                                                |
| Kelly Pleasant                 | Regular            | Yes                                                |
| Kenneth R. Henderson Jr.       | Both               | Yes                                                |
| Kimberly Vester                | Both               | Yes                                                |
| Lee M. Frechette               | At Large           | Yes                                                |
| Leroy Tripette                 | Both               | Yes                                                |
| Lusine M. Sarkisyan            | Both               | Yes                                                |
| Matt Cummings                  | Both               | Yes                                                |
| Ray Savron                     | Regular            | Yes                                                |
| Regan A. King                  | Regular            | Yes                                                |
| Richard Kurianowicz            | Regular            | Yes                                                |
| Robert J. McGarvey             | Regular            | Yes                                                |
| Ronald L. Brandon              | Both               | Yes                                                |
| Sergio J. Diaz                 | Both               | Yes                                                |
| Surender R. Devarapalli        | Regular            | Yes                                                |
| Therese M. Kolvenbach          | Regular            | Yes                                                |
| Travis Hughes                  | At Large           | Yes                                                |
| Wayne T. Hart                  | Regular            | Yes                                                |

# Planning Commission Application and Selection Process

Darcy Goulart, Planning Manager  
January 25, 2022



# Tonight's Goal

- **Receive a report on:**
  - Application process
  - Initial Screening
  - Selection Process
  - Future Meeting(s)

# BACKGROUND

- November 15, 2021 – Planning Commission Reinstated
- What happened next?
  - Planning Commission webpage created.
  - Application released – December 7, 2021 through January 10, 2022.
  - Announcements released on social media regarding applications being accepted.

# APPLICATION AND INITIAL SCREENING

- Twenty-six (26) applications received.
- Staff conducted initial screening for minimum qualifications.
  1. Must be at least eighteen (18) years of age.
  2. Shall not be an elected or appointed official of another public entity whose jurisdiction includes any part of the City.
  3. Shall reside within the incorporated boundaries of the City of Rancho Cordova.
- All 26 applications met the minimum qualifications.

# SELECTION PROCESS

## February 15<sup>th</sup> Work Session

- Applicant's will be given an opportunity to provide a brief 2-minute introduction of themselves to the Council.
- Council could make nominations and vote on the regular and at large members at this meeting or defer to a later date.
- Regular Member
  - Should have more than one nomination in mind if more than one Council member nominates the same person.
- At Large Member
  - Have at least one name in mind to nominate for this membership.

# SUMMARY

- Receive report on applications and selection process.
- Return on the 15<sup>th</sup> for individual applicant introductions.
- Make nominations and vote on the seven-member Planning Commission on the 15<sup>th</sup> or defer to a future meeting.

# Questions?

## MEMORANDUM



### ITEM 3.2.

**DATE:** January 25, 2022

**TO:** Honorable Mayor and Council Members

**FROM:** Stefan Heisler, Housing Manager

**SUBJECT: MANUFACTURED HOME PARK SPACE RENT STABILIZATION DRAFT ORDINANCE DISCUSSION**

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### **RECOMMENDATION**

Receive presentation, provide feedback and direction.

### **RESULT OF RECOMMENDED ACTION**

Staff will present a draft space rent stabilization ordinance for Council review and discussion as well as the general feedback received from the manufactured home park residents and park owners. Staff is requesting Council direction on whether to make edits to the draft ordinance, move forward with adoption of the draft ordinance, or investigate alternative options with the manufactured home park residents and park owners.

### **BACKGROUND**

Following resident requests to look into the space rent and code enforcement issues in the City, on February 1, 2021, Council requested staff look into various considerations of assuming responsibility for code enforcement in manufactured home parks, space rent control policies in other cities and the effectiveness of those policies. On August 16, 2021, staff presented these topics and Council requested additional information about resident-owned communities and more information regarding various aspects of space rent stabilization ordinances. On November 9, 2021, staff presented additional details regarding resident-owned communities and several key aspects of typical space rent stabilization ordinances. Council directed staff to draft a space rent stabilization ordinance for Council review and discussion.

To inform these discussions over the course of the last year, staff has contacted over 25 residents of parks in Rancho Cordova, surveyed several jurisdictions in California with existing space rent stabilization ordinances, and interviewed five resident-owned communities in the Sacramento region. Following the November 9 Council meeting, staff have met with all of the manufactured home park owners, the Western Manufactured Housing Communities Association (WMA), attended one resident homeowner's association meeting and provided flyers to all mobile home addresses within the City to inform all stakeholders of the upcoming discussions and elicit public comments and feedback on the draft ordinance.

For reference, there are eight (8) manufactured home parks in the City of Rancho Cordova comprising 1,345 spaces. One park, Mobil Country Club, is restricted to people ages 55 and above.

## **DRAFT ORDINANCE GENERAL COMPONENTS**

The following components of the draft ordinance are highlighted to describe the main topics in the draft ordinance. In writing this draft ordinance the City Attorney and staff considered best practices from other jurisdictions while minimizing the administrative costs for implementation. These components include policy decisions that may be further discussed by the City Council.

**Definitions:** Terms used in the draft ordinance are described in detail.

**Exemptions:** Mobile homes exempted in the draft ordinance include: certain leases specified in state law, non owner-occupied units, homes or parks owned/operated by governmental agencies, other exemptions. Park owners must notify exempt spaces of their exemption to the ordinance.

**Waivers:** The rights granted to homeowners under the ordinance cannot be waived.

**Disclosures:** Park owners shall disclose proposed base rents to prospective homeowners.

**Administrative Fee:** The City Council may establish a fee to cover the City's costs of administering and implementing the ordinance. Such fees can be shared 50/50 between park owners and residents.

**Time of allowed rent increases:** The CPI increase will be allowed once during a 12-month period on or after July 1 of each year. Pass-throughs and in-place transfer increases may be implemented at any time during the year.

**Enforcement:** Residents may refuse to pay illegal rent. Retaliation for nonpayment is prohibited. City may enforce OR park owners and residents may take a civil action seeking damages and injunctive relief.

**Base Rent Date:** The base rent date is established to determine the base rent in effect regardless of when the ordinance becomes effective.

- February 1, 2021, the date when Council discussions on the topic began, is proposed to be the Base Rent start date
- A new base rent calculation is allowed in certain cases:
  - Voluntary removal when a homeowner will no longer be a resident of the park
  - Abandonment of a mobile home
  - Voluntary sale or transfer except for situations below
- A new base rent calculation is prohibited in certain situations:
  - Adding or removing a co-owner
  - Removal or replacement of a mobile home unit
  - Title passes to an authorized resident of the mobile home

Possible alternatives include selecting a different base rent start date such as: November 9 (the date when Council directed staff to draft an ordinance), the date the ordinance is adopted, some other date.

**Annual Increases:** This section determines the rate of annual rent increases and an annual increase cap. Below are the main points included in the draft ordinance.

- 100% of CPI with a 5% cap - using the U.S. Department of Labor West Region CPI calculated in February of each year
- Starting in 2022 on or after July 1
- Once during any 12-month period
- Increases not effective until notices given required by state law

Possible alternatives include using a percentage more or less than 100% CPI, a higher or lower annual cap, or no annual cap.

**Fair Return Increases:** This section describes which body would hear fair return rent increase applications in the draft ordinance.

- Hearing Officer (staff or consultant) appointed by the City Manager – no ability to appeal to the City Council
- Allows maintenance of the net operating income from the Base Year
- Specifies inclusions and exclusions of rental income and expenses
- 1 application within any 12-month period
- 60 days to determine a complete application
- Park owners must notify tenants of the hearing date, and bear the burden of proof
- Decision within 90 days of a complete application

Alternatives for hearing officers include a City Board, the City Council, or City staff with opportunity to appeal to an independent hearing officer.

Process alternatives include modifying the net operating income calculation methods or any of the other procedures.

**Temporary Rent Increases for Capital Improvements and Replacements:** This section describes the procedures, required notices, and rules governing petitions for these temporary rent increases.

Capital Improvements

- Park owner notices residents at least 45 days prior to the improvement work, AND

- Petition approving the increase signed by 50% of units filed with the City's Rent Review Officer

#### Capital Replacements

- Park owner notices residents not later than 12 months after completion of replacement work, AND
- Residents do not submit a petition to the park owner objecting to the increase signed by 50% of units
- If such a petition is received, the park owner submits an application to the City's Rent Review Officer
- Park owner may appeal the Rent Review Officer's decision to a Hearing Officer

Alternative procedures may be considered.

#### **FEEDBACK RECEIVED**

Staff have received feedback on the draft ordinance from both residents and park owners.

Park residents are nearly unanimously in favor of the ordinance to address their concerns of increasing rents relative to low- or fixed-incomes, reviewing capital improvement and replacement costs, and serving as a fair-minded backstop for some perceived park management issues.

Park owners are unanimously opposed to a space rent stabilization ordinance. If a space rent stabilization ordinance is adopted park owner concerns include: it will create an adversarial relationship between residents and owners, hearing applications and processes will be time consuming and expensive, it will create a windfall gain to park residents through rapid home price appreciation, it will diminish the City's inventory of affordable for-sale housing, in some cases the ordinance could elevate annual rent increases, and the ordinance would be unfair to the good park owners. Park owners shared that home sales are typically less than 30 days, representing that rents are not at a level that is higher than the market will bear, and that several of the parks offer predictable long-term leases up to 25 years and have rent assistance programs such as the Mobile Home Educational Trust (MHET) for residents on HUD Section 8 program waiting lists.

Additional options proposed by the park owners would be to create a Council ad hoc subcommittee that would hold additional meetings with both park owners and park residents to address rent, management, and communication issues.

#### **FISCAL IMPACT**

Adoption of a space rent stabilization ordinance will have a fiscal impact in additional staff and consultant time to administer a new local program. Fiscal impacts will hinge on the amount of enforcement required and the volume of fair return, capital improvement, and capital replacement applications.

## **ATTACHMENTS**

1. Draft Space Rent Stabilization Ordinance
2. Presentation

**CHAPTER 4.64 MOBILE HOME SPACE RENT STABILIZATION**

- 4.64.010 Short Title & Applicability.**
- 4.64.020 Definitions.**
- 4.64.030 Exemptions.**
- 4.64.040 Base Rent.**
- 4.64.050 Annual Rent Increases.**
- 4.64.060 Fair Return Rent Increases.**
- 4.64.070 Method to Determine a Fair Return.**
- 4.64.080 Procedures for Fair Return Application.**
- 4.64.090 Temporary Rent Increases for Capital Replacements & Capital Improvements.**
- 4.64.100 Time of Allowed Rent Increase/Adjustment.**
- 4.64.110 Waivers.**
- 4.64.120 Retaliation Prohibited.**
- 4.64.130 Refusal of Mobile Home Owner to Pay Illegal Rent.**
- 4.64.140 Disclosures.**
- 4.64.150 Enforcement.**
- 4.64.160 Administrative Fee.**

**4.64.010 Short Title & Applicability.**

This Chapter shall be known as the “Mobile Home Space Rent Stabilization Ordinance.” This Chapter shall be applicable to all Mobile Home Spaces within the City of Rancho Cordova except those specifically exempted by this Chapter or state law.

**4.64.020 Definitions.**

For purposes of this Chapter, the following words, terms and phrases shall be defined as follows:

- A. “Affected Mobile Home Owners” means those Mobile Home Owners whose Space Rent is affected by a Rent adjustment made pursuant to this Chapter.
- B. “Base Rent” means the Rent in effect for that Space on **February 1, 2021**, as adjusted in accordance with this Chapter, or the new Base Rent established pursuant to Section 4.64.040.
- C. “Base Year” means the 2021 calendar year or, if a Fair Return Application subsequently establishes a new Base Rent pursuant to this Chapter, the calendar year preceding the year the application is made for the new Base Rent that is established.
- D. “Capital Improvement” means the installation of new improvements and facilities not including ordinary maintenance or repairs or Capital Replacement Costs. Capital Improvements are required to be amortized over the useful life of the improvements pursuant to the provisions of this Chapter and the United States Internal Revenue Code.
- E. “Capital Replacement” means an improvement required to maintain the common facilities and areas of the Park in a decent, safe and sanitary condition or to maintain the existing level

of park amenities and services. If the expenditure qualifies for treatment as a capital expenditure which must be depreciated under the Internal Revenue Code, it is a Capital Replacement. If it can be fully deducted in one year as a business expense, it does not qualify as a Capital Replacement.

F. “Capital Replacement Costs” means all costs reasonably and necessarily related to the planning, engineering and construction of Capital Replacement and shall include reasonable debt service costs, if any, incurred as a direct result of the Capital Replacement.

G. “Consumer Price Index or CPI” means the annual percentage change in the prices paid by urban consumers for a representative basket of goods and services. For purposes of this Ordinance, the consumer price index is defined as follows: All Urban Consumers, West Region, All Items, as published by the United States Bureau of Labor Statistics of the United States Department of Labor as measured in February of each year.

H. “Fair Return Application” means an application made to the City that seeks to increase Space Rents beyond the amount otherwise allowed by this Chapter.

I. “Hearing Officer” means an individual appointed by the City Manager to conduct a hearing or hearings pursuant to this Ordinance. The minimum qualifications of the Hearing Officer shall be as established by this Ordinance and the City Manager. A person shall not be appointed as a Hearing Officer if the City Manager determines that the person has an actual or potential conflict of interest in the matter or if such appointment would have the appearance of a conflict of interest in the matter.

J. “Legal Expenses” means reasonable attorney’s fees, expert witness’ fees, and legal costs.

K. “Mobile Home Residency Law” means the California Mobile Home Residency Law codified in California Civil Code Section 798 *et seq.* as now enacted and hereafter amended.

L. “Mobile Home” means a vehicle designed or used for human habitation, including those vehicles within the meaning of Mobile Home as set forth in Civil Code Section 798.3, when used as the principal place of habitation for the occupants thereof.

M. “Mobile Home Owner” means a person who is the owner of a Mobile Home and legally occupies the Mobile Home within a Mobile Home Park.

N. “Mobile Home Park” or “Park” means any area of land within the City of Rancho Cordova where two (2) or more mobile home spaces are rented, or held out for rent, for periods of thirty (30) days or longer to accommodate mobile homes used for human habitation.

O. “Mobile Home Space” or “Space” is the site within a Mobile Home Park intended, designed or used for the location or accommodation of a Mobile Home and any accessory structures or appurtenances attached thereto or used in conjunction therewith.

P. “Mobile Home Park Owner” or “Park Owner” means the owner or operator of a Mobile Home Park, or its agent, representative, or designee.

Q. “Party” means any Affected Mobile Home Owner and/or Park Owner involved in proceedings under this Chapter.

R. “Prospective Mobile Home Owner” means a person who is in the process of negotiating a Space tenancy in a Mobile Home Park.

S. “Rent” means any consideration, including any bonus, benefit or gratuity demanded or received by a Park Owner for, or in connection with, the use or occupancy of a Mobile Home Space, or in connection with the assignment of a lease, or in connection with subleasing of a Space. Rent shall not include:

1. Utility charges for sub-metered gas and electricity.
2. Charges for water, refuse disposal, sewer service, and/or other services, which are either provided and charged to Mobile Home Owners solely on a cost pass-through basis and/or are regulated by state or local law.
3. Any amount paid for the use and occupancy of a Mobile Home unit (as opposed to amounts paid for the use and occupancy of a Mobile Home Space).
4. Charges for laundry services.
5. Storage charges.

T. “Rent Increase” means any increase in Base Rent charged by a Mobile Home Park Owner to a Mobile Home Owner.

U. “Rent Review Officer” means the City Manager or designee who shall serve as the Rent Review Officer to administer and enforce the provisions of this Ordinance.

#### **4.64.030 Exemptions.**

A. The following Mobile Home Spaces are exempt from the requirements of this Chapter, except where expressly provided otherwise:

1. Spaces that are subject to a lease that exempts that Space from Rent regulation pursuant to the Civil Code section 798.17(b).
2. Spaces exempted pursuant to Civil Code section 798.45.
3. Spaces that are not the principal residence of the Mobile Home Owner, and that are exempt pursuant to California Civil Code Section 798.21.

4. Spaces that are otherwise exempt pursuant to applicable State or Federal law.

B. This Chapter shall not apply to Mobile Homes or Mobile Home Parks owned or operated by any governmental agency or any rental unit where Rent is subsidized pursuant to a public program that limits the Rent that can be charged for the Mobile Home.

C. Notwithstanding anything herein to the contrary, the Park Owner shall notify each Mobile Home Owner renting a Space that is exempt from this Chapter that such Space is exempt. Such notice shall state the basis for the exemption, be in writing, and shall be delivered at the same time and in the same manner as notices of a Rent Increase.

#### **4.64.040 Base Rent.**

A. Base Rent in 2021 for Non-exempt Spaces. Base Rent in 2021 for non-exempt Spaces means the Rent in effect for that Space on February 1, 2021, regardless of the Rent in effect upon the effective date of this Chapter. Except as provided in this Chapter, a Mobile Home Park Owner shall not demand, accept or retain Rent for a Mobile Home Space exceeding the Base Rent.

B. Base Rent Following Expiration of an Exempt Lease. Base Rent for a Mobile Home Space that becomes subject to this Chapter upon the expiration of an exempt lease shall be the Rent in effect under the exempt lease as of the date of its expiration.

C. Base Rent Following Tenancy Termination. A Park Owner shall be permitted to charge a new Base Rent for a Mobile Home Space following the termination of tenancy in accordance with the Mobile Home Residency Law or a voluntary Space vacancy. A voluntary Space vacancy is any of the following:

1. Voluntary in place sale, transfer or other conveyance of a Mobile Home with the Mobile Home remaining on the Mobile Home Space following the sale, transfer or conveyance, except as provided in Section E below.
2. Voluntary removal of a Mobile Home by the Mobile Home Owner who will no longer be a resident of the Park.
3. Abandonment of the Mobile Home as determined by a judgment of abandonment pursuant to Section 798.61 of the Mobile Home Residency Law.

D. Base Rent Following a Fair Return Application. Base Rent shall be the allowable Rent determined as a result of a Fair Return Application.

E. Prohibited Rent Increase. A Park Owner is prohibited from charging a new Base Rent in any of the following situations:

1. Transfer of title to the Mobile Home whereby the Mobile Home Owner adds or removes one or more co-owners and continues to reside in the Mobile Home as their primary residence shall not constitute an in-place transfer.

2. Removal and replacement of an existing Mobile Home by the Mobile Home Owner with another Mobile Home occupying the same Mobile Home Space.
3. Transfer of Title to the Mobile Home whereby title passes to one or more person(s) who, at the time of the title transfer was/were also lawful, authorized resident(s) of the Mobile Home.

#### **4.64.050 Annual Rent Increases.**

A. Annual Rent Increase. Starting in 2022, on or after July 1 of each year, a Mobile Home Park Owner may impose a Rent Increase for a Mobile Home Space that shall be no greater than the lesser of: i) the annual percentage change in CPI, or ii) five percent (5%), except as otherwise permitted by this Chapter. Such Rent Increase may be imposed once in any twelve (12) month period.

B. Compliance with State Law. Rent Increases permitted pursuant to this Section shall not be effective and shall not be demanded, accepted, or retained until the Park Owner has given the notice required by state law.

#### **4.64.060 Fair Return Rent Increases.**

A. A Park Owner has the right to obtain a Rent Increase to maintain net operating income ("MNOI") equal to the Base Year net operating income adjusted by the percentage increase in the CPI since the Base Year. It shall be presumed this standard provides a fair return. Nothing in this Chapter shall preclude the Hearing Officer from granting a Rent Increase that is necessary in order to meet constitutional fair return requirements.

B. If a Park Owner presents evidence, including any financial records requested by the Hearing Officer, which proves that the Park Owner is denied a fair return by the provisions of this Chapter, the Hearing Officer may authorize an increase in Rent, as deemed appropriate by the Hearing Officer, to provide a fair return to the Park Owner. The Hearing Officer shall use the method set forth in this Chapter to determine the fair return.

#### **4.64.070 Method to Determine a Fair Return.**

A. Maintenance of Net Operating Income. It shall be presumed that the net operating income produced by the Park during the Base Year provided a fair return. A Park Owner shall be entitled to Rents sufficient to earn a fair and reasonable return and to maintain and increase the Base Year net operating income in accordance with this Section. This method shall be called maintenance of net operating income ("MNOI") and shall be included in all Fair Return Applications.

B. Calculation of Net Operating Income.

1. Net Operating Income. Net operating income shall be calculated by subtracting

operating expenses from gross rental income.

2. Gross Rental Income.

- a. Gross rental income shall include the following:
  - i. Gross Rents collected for all of the Spaces in the Park.
  - ii. All other income or consideration received or receivable in connection with the use or occupancy of the Rental Unit, except as excluded below.
- b. Gross rental income shall not include the following:
  - i. Utility charges for submetered gas and electricity.
  - ii. Charges for water, refuse disposal, sewer service, and/or other services which are either provided and charged to Mobile Home Owners solely on a cost pass-through basis and/or are regulated by state or local law.
  - iii. Any amount paid for the use and occupancy of a Mobile Home unit (as opposed to amounts paid for the use and occupancy of a Mobile Home Space).
  - iv. Charges for laundry services.
  - v. Storage charges.
  - vi. Rental Income from Spaces exempted from Rent limitation by state law or this Chapter.

3. Operating Expenses.

- a. Operating expenses shall include the following:
  - i. Reasonable costs of operation and maintenance.
  - ii. Management expenses. It shall be presumed that management expenses increase by the percentage increase in Rents or the CPI, whichever is greater, between the Base Year and the prior year unless the level of management services has either increased or decreased significantly between the Base Year and the prior year.
  - iii. Utility costs.
  - iv. Real property taxes attributable to the applicable year, regardless of when actually paid.

v. License and registration fees required by law to the extent these expenses are not otherwise paid or reimbursed by Mobile Home Owners.

vi. Legal Expenses incurred (1) in connection with successful good faith attempts to recover Rents owed, (2) pursuit of rights under or in relationship to this Chapter, and (3) under unlawful detainer actions not in derogation of applicable law and, when incurred in the normal operation of the Park, to the extent such expenses are not recovered from adverse or other parties.

viii. Interest Allowance on Amortized Expenses. The interest rate on the cost of the amortized expense shall not exceed the “average rate” for 30-year fixed rate home mortgages plus two percent. The “average rate” shall be the rate Freddie Mac last published in its weekly Primary Mortgage Market Survey (“PMMS”) as of the date of the initial submission of the application. In the event that this rate is no longer published, the index which is most comparable to the PMMS index shall be used.

following: b. Exclusions from Operating Expenses. Operating expenses shall not include the

i. Mortgage principal or interest payments or other debt service costs.

ii. Penalties, fees or interest assessed or awarded for violation of any provision of this Chapter or other provisions of law.

ii. Depreciation.

vi. Any expenses for which the Park Owner has been reimbursed by any utility rebate or discount, security deposit, insurance settlement, or any other method or device.

vii. Unreasonable increases that deviate substantially from the historical average increase in expenses since the base year.

viii. Expenses associated with the provision of master-metered gas and electricity services.

ix. Expenses attributable to unreasonable delays in performing necessary maintenance or repair work or the failure to complete necessary replacements.

x. Expenses attributable to a Park-owned Mobile Home.

xi. Expenses attributable to Spaces exempt from Rent limitations by state law or this Chapter shall be excluded, for the purpose of determining applicable rents for non-exempt spaces, by reducing the total allowed operating expenses by the amount attributable to exempt spaces.

xii. Any other expense not directly related to the operation of the Park.

C. Adjustment of Base Year Net Operating Income. The Park Owner or any Mobile Home Owner may present evidence to rebut the presumption of fair return based upon the base year net operating income as set forth in subsection (B) of this section based on at least one (1) of the following findings:

1. Exceptional Expenses in the Base Year. The park owner's operating expenses in the base year were unusually high or low in comparison to other years notwithstanding the application of prudent business practices.

2. Exceptionally Low Rent in the Base Year. The gross income during the base year was disproportionately low due to exceptional circumstances.

3. Other exceptional circumstances.

D. Rent Increase Effective Date. Rent Increases approved by the Rent Review Officer shall be effective on the date given by the applicant in the notice to the Affected Mobile Home Owners required in section 798.30 of the California Civil Code.

E. Per Space Rent Adjustment Pursuant to Fair Return Standard. The allowable Rent Increase per Mobile Home Space pursuant to this Section may not be increased as a result of exempt Spaces in the Park.

#### **4.64.080 Procedures for Fair Return Application.**

A. Filing of Application. Fair Return Applications shall be submitted to the City by the Park Owner on forms prescribed by the Rent Review Officer. Only one (1) application pursuant to this section may be filed for a Mobile Home Park within any 12-month period, except in the event of extraordinary circumstances that could not reasonably have been foreseen at the time the prior application was filed. The Rent Review Officer may require a Fair Return Application to contain any information as he or she deems relevant.

B. Determination that Application is Complete. Within sixty (60) days after filing a Fair Return Application, the Rent Review Officer will determine if it is complete. An application will be considered complete only if and when any required fees have been paid. If the application is incomplete, the Rent Review Officer will inform the applicant in writing as to what additional information is required. Within 45 days of the applicant's submittal of requested additional information or fees, the Rent Review Officer shall determine whether the application is complete and notify the applicant of the Rent Review Officer's determination. This process shall continue

until the Rent Review Officer issues a written notice advising the applicant that the application is complete.

C. Appointment of Hearing Officer. Upon the Rent Review Officer's determination that the Fair Return Application is complete, the City Manager shall appoint a Hearing Officer to consider the application. The City Manager shall be authorized to assign hearing responsibilities from time to time to any person or persons, qualified by training or experience, whom the City Manager may appoint, employ or who are retained by contract to conduct such hearings. The City Manager may authorize the Hearing Officer to retain experts to assist the Hearing Officer in reviewing the Application.

D. Time of and Scheduling of Hearing. A hearing on the application shall commence within sixty (60) days of the date the application is deemed complete by the Rent Review Officer, unless the Hearing Officer determines that good cause exists for an extension.

E. Notice. Notice of the hearing shall be sent to the Park Owner at least thirty (30) days before the date of the Hearing. The Park Owner shall send notice to all Affected Mobile Home Owners at least twenty-five (25) days prior to the date of the Hearing. Such notice shall be on a form subject to approval by the Rent Review Officer. The supporting documents for the application or petition shall be available for review at the Park's office.

F. Hearing Procedures. The hearing shall be conducted in accordance with such rules and regulations as may be promulgated by the City Council, if any, and any rules and procedures established by the Hearing Officer. The hearing procedures shall ensure that the Park Owner and Affected Mobile Home Owners have an equal opportunity to make a presentation regarding the Application. The Affected Mobile Home Owners may designate an individual to collectively represent all Affected Mobile Home Owners or Affected Mobile Home Owners may speak individually. A Party may, but is not required to, be represented by legal counsel at the hearing. The rules of evidence shall not be binding in the hearing. Hearsay evidence and any and all other evidence which the Hearing Officer deems relevant may be admitted and considered. The Hearing Officer may grant continuances from time to time for good cause shown, or upon his or her own motion. A recording of the proceedings shall be made or arranged by the Hearing Officer in a format that is made easily available, upon request, within thirty days of the conclusion of the hearing.

G. Requests for Additional Information. Prior to or during the Hearing, the Hearing Officer may request any additional information from the Park Owner the Hearing Officer determines is relevant. Affected Mobile Home Owners may also submit any information to the Hearing Officer they think is relevant to the application.

H. Decision. The Hearing Officer shall issue a written decision within thirty (30) days of the hearing date. The Rent Review Officer shall mail hardcopies of the Hearing Officer's decision to the Park Owner and all Affected Mobile Home Owners within seven (7) calendar days of the City's receipt of the Hearing Officer's written decision. The decision shall be emailed to the Park Owner's and Mobile Home Owners' representatives as soon as possible after the decision is received by the City.

I. Required Findings in Fair Return Decision: Any Rent adjustment decision pursuant to this Chapter that approves a fair return rent increase shall include a determination that the Park Owner would be denied a fair return according to the method in this chapter and shall include findings made by the Hearing Officer.

J. Conditions for Allowance or Disallowance of Rent Increase: The allowance or disallowance of any proposed Rent Increase or portion thereof may be reasonably conditioned in any manner necessary to effectuate the purposes of this Chapter.

K. Standard of Review. The Park Owner shall bear the burden of proof, by a preponderance of the evidence, on all issues necessary to the granting of the Park Owner's application.

#### **4.64.090 Temporary Rent Increases for Capital Replacements & Capital Improvements.**

A. Capital Improvement. A Park Owner may charge to the affected Mobile Home Owner as additional rent the pro rata share of new service and Capital Improvement Costs including reasonable financing costs if the following requirements are met:

1. The Park Owner shall give notice of the proposed pass-through to each affected Mobile Home owner no later than forty five (45) days prior to commencing the capital improvement work; and

2. Upon a petition signed by one adult Mobile Home Owner from more than fifty percent (50%) of the Spaces subject to rent control in a Park and filed with the Rent Review Officer within thirty (30) days of the date the owner gives notice of the pass-through to every affected Mobile Home owner.

B. Capital Replacement. A Park Owner may charge to the Mobile Home owner as additional rent the pro rata share of Capital Replacement Costs including reasonable financing costs, if not otherwise prohibited by law, subject to the following procedure:

1. The Park Owner shall give notice of the proposed pass-through to each Affected Mobile Home Owner prior to or in no case later than twelve (12) months after completion of the Capital Replacement work. The Capital Replacement Notice shall state the proposed Capital Replacement, the amortization schedule including interest for the project, the amount and duration of the temporary Rent Increase proposed, and the address for submitting objections to the proposed pass-through.

2. In the event that one adult household member from more than fifty percent (50%) of the Affected Mobile Home Spaces do not submit an objection to the proposed Capital Replacement in writing within thirty (30) days after the delivery of the Capital Replacement Notice, the proposed pass-through is approved. The Park Owner shall keep a record of all objections received.

3. In the event that one adult household member from more than fifty percent (50%) of the Affected Mobile Home Spaces submits an objection to the proposed Capital Replacement in writing within thirty (30) days after the delivery of the Capital Replacement Notice, the Park Owner shall submit an application to the Rent Review Officer for the proposed temporary rent increase. The Rent Review Officer may request any additional information or documentation he or she determines is necessary to review the application. The complete application shall be reviewed by the Rent Review Officer and approved, rejected or modified. The Rent Review Officer may disallow or decrease the pass-through for Capital Replacements based upon substantial evidence in the record that the Capital Replacement is not necessary, or that the cost of the Capital Replacement is excessive, or that during the pass-through period, the owner is including an unreasonably high financing cost and/or return on the expense being passed through. The Park Owner shall have the burden of proving the necessity for and reasonable cost of the Capital Replacements. The Rent Review Officer may also extend the amortization period for the Capital Replacement. The Rent Review Officer shall notify the Park Owner of the decision in writing. The Park Owner may appeal the decision of the Rent Review Officer to a Hearing Officer, who shall hear the appeal pursuant to the procedures in Section 4.64.090. Any appeal must be submitted to the City within ten days of mailing of the Rent Review Officer's decision.

C. No temporary Rent Increase granted pursuant to this Section shall become effective until the first full calendar month following the completion of the Capital Improvement or Capital Replacement project. A Rent Increase approved pursuant to this Section shall be itemized separately on the rental billing provided to the Affected Mobile Home Owners and shall terminate upon the conclusion of the applicable amortization period.

D. Nothing in this Section shall prevent the Park Owner from making emergency Capital Replacements required as a result of a disaster or other emergency event to preserve or secure the health, safety, or welfare of persons or property. In such event, the Park Owner may make limited and reasonable Capital Replacements required to protect the public health and safety and to limit further damage to the Park, and to thereafter or simultaneously seek a Rent adjustment for such Capital Replacement pursuant to this section.

#### **4.64.100 Time of Allowed Rent Increase/Adjustment.**

A. Once within a twelve (12) month period, the Park Owner may implement a CPI Rent adjustment as authorized in this Chapter.

B. The following Rent Increases or adjustments, as authorized by this Chapter, may be implemented at any time during the year:

1. Government mandated expense pass-throughs;
2. Utility pass-throughs;
3. Capital Improvement Cost pass-throughs;

4. In-place transfer Rent Increases.

C. Rent Increases subject to approval by the Rent Review Officer or Hearing Officer shall be implemented after final determination.

**4.64.110 Waivers.**

A. Any waiver or purported waiver by a Mobile Home Owner of rights granted under this Chapter shall be void as contrary to public policy. It shall be unlawful for a Park Owner to require or attempt to require as a condition of tenancy in a Mobile Home Park a Mobile Home Owner or a prospective Mobile Home Owner to waive in a lease or rental agreement or in any other agreement the rights granted to a Mobile Home Owner by this Chapter.

**4.64.120 Retaliation Prohibited.**

It shall be unlawful for a Park Owner to evict or otherwise retaliate against a Mobile Home Owner in any manner because of the Mobile Home Owner's assertion or exercise of rights under this Chapter.

**4.64.130 Refusal of Mobile Home Owner to Pay Illegal Rent.**

It shall be unlawful for a Park Owner to demand, accept, receive, or retain Rent in excess of the amounts authorized by this Chapter. An Affected Mobile Home Owner may refuse to pay any Rent in excess of the maximum Rent permitted by this Chapter. The fact that such unpaid Rent is in excess of the maximum Rent shall be a defense in any action brought to recover possession of a Mobile Home Space for nonpayment of Rent or to collect the illegal Rent.

**4.64.140 Disclosures.**

A Park Owner shall disclose to each prospective Mobile Home Owner the proposed Base Rent for the Mobile Home Space, any rental agreement options, and provide each prospective Mobile Home Owner a copy of this Chapter. If the prospective Mobile Home Owner will be renting a Space exempt from this Ordinance pursuant to Section 4.64.030, the Park Owner shall also notify the prospective Mobile Home Owner in writing of such exemption and state the basis for the exemption. The Park Owner shall give the required disclosure at the time that the Park Owner, or Owner's representative, receives the prospective Mobile Home Owner's application for tenancy. The Park Owner shall obtain a signature of the prospective Mobile Home Owner on the disclosure form acknowledging receipt of the disclosures. The Park Owner shall retain the signed disclosure form throughout the entire tenancy of the Mobile Home Owner.

**4.64.150 Enforcement.**

A. The City may enforce a violation of this Chapter pursuant to Section 1.01.190 of this Code. Upon request by the City, the Park Owner shall provide the City with all records required to be maintained by this Chapter as well as the amount of the Base Rent and current rent for any Space in the Park.

B. An Affected Mobile Home Owner and/or Park Owner may enforce this Chapter 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.

**4.64.160 Administrative Fee.**

The City Council may establish, by resolution, a fee to cover the City's costs of administering and implementing this Ordinance. A Park Owner who is subject to such fee may pass through up to fifty percent (50%) of the fees assessed against a Mobile Home space to the Mobile Home Owner, subject to any notification requirements established by the City Council.

5040445.1

# Mobile Home Parks Space Rent Stabilization Draft Ordinance Discussion

January 25, 2022



# Goals for this Presentation

1. Staff will present the draft ordinance highlighting:
  - a) General components of the draft ordinance
  - b) A summary of feedback received from park residents and park owners
2. Receive public comment and Council direction on next steps

## RC Context

- 8 parks
- 1,345 units
- One park is age restricted to 55+

# Discussion Background

On February 1 and August 16, and November 9, 2021, Council received information regarding:

- The existing space rent levels in the City's parks and other local information
- The City's ability to assume code enforcement and building code responsibility
- Information on key components of space rent stabilization policies and the experiences of other jurisdictions with space rent control policies
- Examples of resident-owned parks in our region

On November 9, 2021, the City Council directed staff to draft a space rent stabilization ordinance for Council consideration and discussion

# Outreach Conducted During this Process

Staff have conducted the outreach listed below to inform these discussions:

- Interviews, surveys, and conversations with park residents, jurisdictions across California, resident-owned communities and industry professionals

Following the November 9 Council meeting, additional outreach to inform stakeholders of the upcoming discussion has included:

- Meeting with all the park owners and the Western Manufactured Housing Communities Association (WMA) trade group
- Presenting at the January Mobil Country Club Homeowner's Association resident meeting
- Delivering flyers to all mobile home park addresses

# General Components of the Draft Ordinance

- **Definitions** – Terms used in the draft ordinance
- **Exemptions** – Certain leases specified in state law, non owner-occupied units, other exemptions
- **Waivers** – Rights granted to homeowners cannot be waived
- **Administrative Fee** – City may establish a fee for administrative costs, can be shared 50/50 between park owners and residents
- **Time of allowed rent increases** – CPI increase once during 12-month period
- **Enforcement** – Residents may refuse to pay illegal rent, retaliation for nonpayment prohibited, City may enforce OR park owners/residents may take civil action

# General Components of the Draft Ordinance

**Base Rent Date** - The base rent date that will be used to establish the starting rent

- February 1, 2021 – the date when Council discussions on the topic began
- New base rent allowed or prohibited in certain cases

**Annual rent increases** - The determination of annual rent increases and annual increase caps

- 100% of CPI with a 5% cap
- U.S. Dept. of Labor West Region CPI calculated in February each year

# General Components of the Draft Ordinance

**Fair return rent increases** - Which body would hear fair return rent increase and fair return calculations

- Hearing Officer (staff or consultant) appointed by the City Manager – no ability to appeal to the City Council
- Allows maintenance of the net operating income from the Base Year
- 1 application within any 12-month period
- 60 days to determine a complete application
- Park owners must notify tenants of the hearing date, and bear the burden of proof
- Decision within 90 days of a complete application

# General Components of the Draft Ordinance

## Temporary rent increases for capital improvements and replacements – notices and petitions

### Capital Improvements

- Park owner notices residents 45 days prior to the improvement work, AND
- Petition approving the increase signed by 50% of units filed with the City's Rent Review Officer

### Capital Replacements

- Park owner notices residents not later than 12 months after completion of replacement work, AND
- Residents do not submit a petition to the park owner objecting to the increase signed by 50% of units
- If such a petition is received, park owner submits an application to the City's Rent Review Officer
- Park owner may appeal to a Hearing Officer

# Feedback Received – Park Residents

- Residents are nearly unanimously in favor of the ordinance to address concerns including:
  - Increasing rents relative to low- or fixed-incomes
  - Reviewing capital improvement and replacement costs
  - Serving as a fair-minded backstop for some perceived park management issues
- A couple residents expressed concerns that an ordinance might make things worse or cause rents to increase more rapidly

# Feedback Received – Park Owners

- Park owners are unanimously opposed to the ordinance, concerns include:
  - Creating an adversarial relationship between residents and owners
  - Hearing applications and processes will be time consuming and expensive
  - Creating a windfall gain to park residents through rapid home price appreciation
  - Home sales are typically less than 30 days, indicating a healthy market
  - Several parks offer predictable long-term leases up to 25 years
  - Rent assistance programs such as the Mobile Home Educational Trust (MHET) are available for qualifying residents in some parks
- Park owners suggested creating a Council ad hoc committee to continue discussions between the parties and resolve rent, communication, and management issues

# Next Steps

Staff will receive public and Council feedback on the draft ordinance, possible next steps include:

1. Finalize the draft ordinance and bring it back for Council adoption
2. Make additional edits to the draft ordinance and return for further discussion

## Question for Council

- Staff requests Council direction on one of the options above or other direction

# THANK YOU

## COMMENTS AND QUESTIONS?

