

CITY OF RANCHO CORDOVA



CITY COUNCIL MEETING

Monday, October 16, 2023

5:30 PM – Regular Meeting

David B. Roberts Council Chambers

City Hall

2729 Prospect Park Drive, Rancho Cordova

Join the Meeting Via Zoom Link:

<https://cityofranhocordova.zoom.us/j/82378246635?pwd=ELtepcDGQroyo6ULpGZkIU6PHKTw.TYp1J5lv4QX9zdf9>

Join the Meeting via the Zoom Phone Number

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Password: 578969

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 written comments to CityClerk@cityofranhocordova.org no later than 2:00 p.m. on Monday, October 16, 2023. Written comments received no later than 2:00 p.m. will be distributed to the Council, filed in the record, and will not be read aloud. All comments submitted later than 2:00 p.m. will be distributed to the Council.

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 before Monday, October 16, 2023, at 2:00 p.m.

AGENDA

1. REGULAR MEETING - CALL TO ORDER/ROLL CALL

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

2. METRO CABLE TV TELEVISION ANNOUNCEMENT

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

3. PLEDGE OF ALLEGIANCE

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

4. INVOCATION

Ruby Smallwood with the Sacramento Law Enforcement Chaplaincy will give the invocation.

5. PRESENTATIONS

- 5.1. New Employee Introductions: Cesar Lamas, Facilities Maintenance Technician I by Matt Thomas, Facilities Manager and David Kwong, Assistant City Manager by Micah Runner, City Manager.
- 5.2. Council Member Garrett Gatewood's Birthday on October 23, 2023.

6. PUBLIC COMMENT

Citizens wishing to address the Council for any matter not on the agenda may do so at this time via teleconference or by completing and submitting a Speaker Card to the City Clerk.

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

For items on the agenda, speakers will be called by the Mayor at the point on the agenda when the item will be heard. Speakers are encouraged to keep comments to three minutes or less and to state name and community of residence.

Under the provisions of the California Government Code, the City Council is prohibited from discussing or taking immediate action on any item not on the agenda unless it can be demonstrated to be of an emergency nature or the need to take immediate action arose after the posting of the agenda.

7. COUNCIL REPORTS

8. CITY MANAGER'S REPORT

9. CONSENT CALENDAR ITEMS - ROLL CALL VOTE

9.1. **Subject:** Meeting Minutes from the Regular City Council Meeting of October 2, 2023.

Recommendation: Adopt the minutes.

9.2. **Subject:** A Resolution Authorizing the City Manager to Execute an Agreement with the Rancho Cordova Area Chamber of Commerce in an Amount not to Exceed \$658,750 for Business Retention Services for the Fiscal Year 2023-24.

Recommendation: Adopt the Resolution.

9.3. **Subject:** A Resolution Authorizing the City Manager to Execute Contract Amendment No. 179-2018-04 to Increase the Contract Amount by \$43,272.51 to an Amount not to Exceed \$257,128.33 with Psomas, Inc. for On-Call Construction Management Services for the White Rock Road - Sunrise Boulevard to Fitzgerald Road Project.

Recommendation: Adopt the Resolution.

10. CONSENT PUBLIC HEARING ITEMS - ROLL CALL VOTE

10.1. **Subject:** A Resolution Declaring a Protest Hearing and Authorizing the Mailing of Property Owner Ballot Relating to the Imposition of the Annual Stormwater Utility Fee for the Ranch Active Adult Project.

Recommendation: Adopt the Resolution.

11. PUBLIC HEARING ITEMS

None.

12. REGULAR CALENDAR ITEMS

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

Recommendation: Receive information.

12.2. **Subject:** Discussion on the Naming of an Official City Flower.

Recommendation: Receive the presentation.

12.3. **Subject:** A Resolution of the City Council of the City of Rancho Cordova Designating a Time and Place for Hearing Protests in Connection with a Proposed Stormwater Utility 1 Fee Increase, Approving Procedures in Connection Therewith and Taking Certain Other Actions.

Recommendation: Adopt the Resolution.

13. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

14. ADJOURN TO CLOSED SESSION

Mayor Budge will adjourn the meeting to closed session.

15. CLOSED SESSION - CALL TO ORDER/ROLL CALL

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

16. CLOSED SESSION

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

- 16.1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2)(Two Cases).

17. OPEN SESSION - REPORT FROM CLOSED SESSION

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

18. ADJOURNMENT

ADDITIONAL INFORMATION

Special Meetings listed below are subject to change/cancellation without further notice.

Unless the Council adopts a motion to extend the meeting, any item that is not initiated before 11:00 p.m. will be continued to the next day at 5:30 p.m. or scheduled on the next regular meeting agenda of the Council.

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

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

UPCOMING MEETINGS

October 24, 2023	5:30 PM Special Meeting/Work Session
November 6, 2023	4:00 PM Special Meeting/Regular Meeting
November 20, 2023	5:30 PM Regular Meeting
November 28, 2023	5:30 PM Special Meeting/Work Session
December 4, 2023	4:00 PM Special Meeting/Regular Meeting
December 12, 2023	5:30 PM Special Meeting/Work Session
December 18, 2023	5:30 PM Regular Meeting

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

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

this meeting will be available for viewing via video streaming from the City's website within 48 hours of adjournment of this meeting.

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

CERTIFICATION OF POSTING OF AGENDA

I, Persephonie Riley, Assistant City Clerk for the City of Rancho Cordova, declare that the foregoing agenda for the October 16, 2023 Regular Meeting of the Rancho Cordova City Council was posted and available for review on October 12, 2023 at City Hall of the City of Rancho Cordova, 2729 Prospect Park Drive, Rancho Cordova, California, 95670. The agenda is also available on the city website at www.cityofranchocordova.org.

Signed October 16, 2023 at Rancho Cordova, California.



Persephonie Riley
Assistant City Clerk

CITY OF RANCHO CORDOVA



CITY COUNCIL MEETING

Monday, October 2, 2023

4:00 PM – Special Meeting/Closed Session

5:30 PM – Regular Meeting

David B. Roberts Council Chambers

City Hall

2729 Prospect Park Drive, Rancho Cordova

DRAFT MINUTES

1. SPECIAL MEETING - CALL TO ORDER/ROLL CALL

Mayor Budge called the Special meeting to order in the David B. Roberts Council Chambers at 4:08 p.m.

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

Council Members Absent: Garrett Gatewood

Staff Members Present: Haley Arata, Stacy Leitner, Adam Lindgren, Persephonie Riley, and Micah Runner

2. PUBLIC COMMENT

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

3. ADJOURN TO CLOSED SESSION

Mayor Budge adjourned the meeting to closed session at 4:11 p.m.

4. CLOSED SESSION - CALL TO ORDER/ROLL CALL

Mayor Budge called closed session to order at 4:12 p.m.

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

Council Members Absent: None

ITEM 9.1.

Rancho Cordova City Council – DRAFT MINUTES
Meeting of Monday, October 2, 2023

ATTACHMENT 1

Staff Members Present: Stacy Leitner, Adam Lindgren, and Micah Runner

5. CLOSED SESSION

Council met in closed session to discuss the following items:

- 5.1. CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION: Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2) (four cases).
- 5.2. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (pursuant to California Government Code Section 54956.9(d)(1)) Cordova Recreation and Park District v. City of Rancho Cordova, Sacramento Superior Court Case No. 34-2021-80003705.

6. OPEN SESSION - REPORT FROM CLOSED SESSION

City Attorney Adam Lindgren reported the following:

Item 5.1 - the Council discussed one item and staff was given direction and no reportable action was taken in closed session.

Item 5.2 - Staff was given direction and no reportable action was taken in closed session.

7. ADJOURN TO REGULAR MEETING

Mayor Budge adjourned closed session to the Regular meeting at 5:39 p.m.

8. REGULAR MEETING - CALL TO ORDER/ROLL CALL

Mayor Budge called the Regular meeting to order in the David B. Roberts Council Chambers at 5:39 p.m.

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

Council Members Absent: None

Staff Members Present: Stacy Leitner, Adam Lindgren, Persephonie Riley, and Micah Runner

9. METRO CABLE TV TELEVISION ANNOUNCEMENT

The City Clerk read the meetings recordings and playback schedule.

10. PLEDGE OF ALLEGIANCE

Lorianne Carl led the pledge.

11. INVOCATION

Jennifer Laret with The Church of Jesus Christ of Latter-day Saints gave the invocation.

12. PRESENTATIONS

- 12.1. Rebuilding Together Sacramento 2022/23 Highlights
- 12.2. New Employee Introductions: Rita Gass, Chief Technology & Innovation Officer by Micah Runner, City Manager and Narayan Bhattarai, Management Analyst I by Dalia Fadl, Principal Civil Engineer.

13. PUBLIC COMMENT

ITEM 9.1.

Rancho Cordova City Council – DRAFT MINUTES
Meeting of Monday, October 2, 2023

ATTACHMENT 1

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

1. Brenda Gustin
2. Greg Muilenburg
3. Marilyn Metzger
4. James Garcia
5. Helen Whelan-Bashaw
6. Jennifer Garcia
7. Tera Kolvenbach
8. Crystal James
9. Ruby Long
10. John Barney
11. Brenda Gustin
12. Marilyn Metzger

Mayor Budge closed the public comment period.

14. COUNCIL REPORTS

There were no Council Reports.

15. CITY MANAGER'S REPORT

City Manager Micah Runner gave his report.

16. CONSENT CALENDAR ITEMS - ROLL CALL VOTE

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

ACTION: Motion to approve items 16.1 through 16.10 by Terry second by Pulipati;
Motion passed with a 5:0 vote.

- 16.1. **Subject:** Meeting Minutes from the Regular City Council Meeting of September 18, 2023, and the Special Meeting of September 26, 2023.

Recommendation: Adopt the minutes.

- 16.2. **Subject:** A Resolution Approving the Final Map of The Ranch Phase 2-Village 15-1, 19, 20, 21-1, Subdivision No. FM-2021-002-011 and Authorizing the City Manager to Execute Subdivision Improvement Agreement Contract No. 2023-125 with K. Hovnanian at Jaeger Ranch, LLC.

Recommendation: Adopt the Resolution.

- 16.3. **Subject:** A Resolution Approving the Final Map of The Ranch Village 2 And 7, Subdivision No. FM-2021-002-012 and Authorizing the City Manager to Execute Subdivision Improvement Agreement Contract No. 2023-122 with K. Hovnanian at Jaeger Ranch, LLC.

Recommendation: Adopt the Resolution.

- 16.4. **Subject:** A Resolution Authorizing the Public Works Director to Execute Agreements with the California Department of Transportation for the Fiscal Year 2023-24 Sustainable Transportation Planning Grant Program for the Rancho Cordova Active Transportation Plan.

Recommendation: Adopt the Resolution.

ITEM 9.1.

ATTACHMENT 1

Rancho Cordova City Council – DRAFT MINUTES
Meeting of Monday, October 2, 2023

- 16.5. **Subject:** A Resolution Authorizing the City Manager to Execute Contract No. 2023-217 in an Amount Not to Exceed \$370,410.00 with Nor-Cal Concrete, Inc. to Construct the 2023 ADA Sidewalk Improvement Project at Various Locations in the City.
Recommendation: Adopt the Resolution.
- 16.6. **Subject:** A Resolution Approving the Annexation of The Ranch (Active Adult) into the City of Rancho Cordova Community Facilities District No. 2013-2 (Police Services).
Recommendation: Adopt the Resolution.
- 16.7. **Subject:** A Resolution Approving the Annexation of the Ranch Active Adult Project to the City of Rancho Cordova Community Facilities District No. 2014-2 (Street, Lighting, and Landscape Maintenance).
Recommendation: Adopt the Resolution.
- 16.8. **Subject:** A Resolution Approving the Boundary Map for the Ranch Active Adult Project Annexation to the City of Rancho Cordova Community Facilities District No. 2018-2 (Community Places and Neighborhood Greens).
Recommendation: Adopt the Resolution.
- 16.9. **Subject:** A Resolution Declaring the City's Intention to Impose an Annual Stormwater Utility Fee for the Maintenance of Storm Drainage and Flood Protection Systems for the Ranch Active Adult Project.
Recommendation: Adopt the Resolution designating a time and place for hearing protests in connection with the annual Stormwater Utility Fee for the Ranch Active Adult project.
- 16.10. **Subject:** A Resolution Authorizing the City Manager to Execute a Contract with Proud Audio Visual for Audio Visual System Upgrades to the City Council Chambers and City Conference Rooms for an Amount Not to Exceed \$169,788.
Recommendation: Adopt the Resolution.

17. CONSENT PUBLIC HEARING ITEMS - ROLL CALL VOTE

None.

18. PUBLIC HEARING ITEMS - 6:30 PM

- 18.1. **Subject:** Second Reading of an Ordinance Providing for the Election of Council Members by Five Districts and Establishing the Boundaries and Election Order of Each District.
Recommendation: 1. Open the public hearing, receive public comments, close the public hearing.

2. Waive the second reading and adopt the Ordinance establishing five districts for election of five City Council Members, which would continue the practice of the City Council annually appointing a member of the City Council to serve for one year as Mayor of the City and amending and adding new sections to Chapter 2.42 Elections of the Rancho Cordova Municipal Code to provide for City Council Election Districts.

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

1. Fayzah Mughal
2. Helen Whelan-Bashaw
3. James Garcia

ITEM 9.1.

Rancho Cordova City Council – DRAFT MINUTES
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ATTACHMENT 1

4. Marilyn Metzger
5. Brenda Gustin
6. Lupe Hernandez
7. Alan Vosper
8. Donnell Cummings

Mayor Budge closed the public comment period.

ACTION: Motion to approve item 18.1. by Terry second by Sander;
Motion passed with a 5:0 vote.

19. REGULAR CALENDAR ITEMS

- 19.1. **Subject:** Presentation of the 2023 Resident Satisfaction Survey Results.

Recommendation: Receive presentation of the results from the 2023 Resident Satisfaction Survey.

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

1. Fayzah Mughal

Mayor Budge closed the public comment period.

ACTION: Input was received regarding the 2023 Resident Satisfaction Survey Results.

- 19.2. **Subject:** Presentation Regarding the City's Intention to Increase the Annual Stormwater Utility 1 Fee for the Maintenance of Storm Drainage and Flood Protection System.

Recommendation: Direct staff to bring a Resolution to the October 16, 2023, City Council meeting to designate a time and place for hearing protests in connection with the proposed SWU1 Fee increase (December 4, 2023) and authorize the City Clerk's office to give notice of the above-described protest hearing.

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

1. James Garcia
2. Diann Rogers

Mayor Budge closed the public comment period.

ACTION: Motion to continue item 19.2 to a date uncertain by Terry second by Gatewood;
Motion passed with a 5:0 vote.

- 19.3. **Subject:** Presentation of the Draft Letter to the Folsom Cordova Unified School District Board of Education Regarding the Timeline of the Future High School/Middle School in Rio Del Oro.

Recommendation: Discuss the draft letter and provide direction to staff on any edits requested or desire to appoint a subcommittee to edit or draft a letter prior to the planned Folsom Cordova Unified School District (FCUSD) Board Study Session.

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

ITEM 9.1.

Rancho Cordova City Council – DRAFT MINUTES
Meeting of Monday, October 2, 2023

ATTACHMENT 1

1. Madelaine Sanderson
2. James Garcia
3. Nance Jarrard

Mayor Budge closed the public comment period.

ACTION: Motion to approve item 19.3 by Terry second by Gatewood;
Motion passed with a 5:0 vote.

19.4. Economic Development Department Program Update

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

1. Helen Whelan-Bashaw

Mayor Budge closed the public comment period.

ACTION: Input was received regarding the Economic Development Department Update.

20. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

1. Long term impounds for cars involved in street racing/side shows.
1. African American Event Sponsoring.

21. ADJOURNMENT

Mayor Budge adjourned the meeting in memory of Senator Dianne Feinstein at 9:20 p.m.

Stacy Leitner, CMC
City Clerk

MEMORANDUM



ITEM 9.2.

DATE: October 16, 2023
TO: Honorable Mayor and Council Members
FROM: Amanda Norton, Economic Development Manager
SUBJECT: **A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH THE RANCHO CORDOVA AREA CHAMBER OF COMMERCE IN AN AMOUNT NOT TO EXCEED \$658,750 FOR BUSINESS RETENTION SERVICES FOR THE FISCAL YEAR 2023-24**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution would authorize the City Manager to execute an agreement with the Rancho Cordova Area Chamber of Commerce in an amount not to exceed \$658,750 for business retention services for the Fiscal Year 2023-24.

BACKGROUND

In the fall of 2016, City staff presented Council with a five-year strategic plan. The strategy is designed to be broad enough to capture a changing business market. The strategy is laid out by the primary functions of the department. There are four main functions: business attraction, business retention and expansion, network-building, marketing and visibility, and areas of collaboration. Continuing the work of the strategy, the Economic Development Department received City Council approval for the 2019/2020 Action Plan in the fall of 2019. As part of the Action Plan, a contract was executed with the Rancho Cordova Area Chamber of Commerce.

As the community continues to recover from the impact of the pandemic on the City's business community, especially those businesses in the service and hospitality industries, the Economic Development Department and Rancho Cordova Area Chamber of Commerce have expanded the Scope of Services to continue to support existing businesses and to help them succeed. The Rancho Cordova Area Chamber of Commerce is partnering with the Asian Chamber and bringing the Minority Business Assistance & Recovery Kickstart (MBARK) program to Rancho Cordova. The focus of the program is to work one-on-one with small businesses and provide technical assistance in a variety of languages. The Rancho Cordova Area Chamber of Commerce will also continue the work to assist with fraud and scam prevention, and post-COVID protocols and legislative mandates. Other work to be completed by the Rancho Cordova Area Chamber of Commerce includes:

- MBARK Cohort Project
 - Identify and recruit the first, second, and third cohorts

- Intensive technical assistance series focused on business growth
 - Marketing/Outreach/Communications
 - Business stipends
 - Data collection, analysis, and tracking
 - Program administration
- Workforce – Business Needs Identification Task Force: As the City of Rancho Cordova builds resiliency and explores workforce strategies leading to greater business retention rates, engagement with employers must be included in any development plan at a significant level. Far too often, initiatives are developed around observations or untested information. Ensuring we include an employer-led, data-driven model is critical to any strategic development.
- Stage One
 - Establish a defined goal and measurable outcomes.
 - Collect and analyze qualitative and quantitative data from our employer community.
 - Directly engage employers and employer groups utilizing focus groups, interviews, and surveys.
 - Use the professionally prepared analysis and results of the employer engagement to determine the next steps.
 - Data collection and analysis is a core element of the TPM process.
- Stage Two
 - Engage training providers to evaluate existing programs and develop applicable solutions.
 - Implement identified solutions and consistently assess measurable goals to respond to necessary adjustments.
 - Establish and engage with industry cohorts to ensure relevancy for Rancho Cordova.
 - Iterate and repeat.
- Child Care Crisis & Planning for the Future: The Rancho Cordova Area Chamber of Commerce will be a catalyst for policies and programs that expand access, lower costs, invest in the workforce, ensure Rancho Cordova children and families thrive, and work to ensure the voices of employers are included and engaged. We strongly believe a symbiotic relationship exists between workforce development and access to childcare. We anticipate including childcare in the workforce development conversations mentioned above.
 - Analyze available data and seek additional data resources to determine the general state of the City's childcare environment.
 - Bring together qualified collaborators to develop appropriate responses to the state of childcare that include qualifiable and measurable metrics.
 - Identify tools, programs, providers, etc., qualified to respond to the findings.
 - Prepare a report to submit to the appropriate parties.
 - Work on identifying collaborators, partners, and programs has already begun.

FISCAL IMPACT AND FUNDING SOURCE

Funding for the Contract with the Rancho Cordova Area Chamber of Commerce will come from Measure R.

ATTACHMENT(S)

1. Resolution
2. Contract Proposal Fiscal Year 2023-2024

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2023

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH THE RANCHO CORDOVA AREA CHAMBER OF COMMERCE IN AN AMOUNT NOT TO EXCEED \$658,750 FOR BUSINESS RETENTION SERVICES FOR FISCAL YEAR 2023-24.

WHEREAS, the City of Rancho Cordova (the "City") wishes to contract with the Rancho Cordova Area Chamber of Commerce (the "Chamber") for business retention services for Fiscal Year 2022-2023;

WHEREAS, the City would like to enter into a new Professional Services Agreement (the "Agreement") with the Chamber, in an amount not to exceed \$658,750 to assist the business community to continue its recovery from the COVID-19 pandemic; and

WHEREAS, the City and the Chamber have negotiated the Agreement substantially in the form on file with the City Clerk that sets forth the requirements for the Chamber's services; and

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

WHEREAS, the Agreement is in the best interest of City and the health, safety, and welfare of its residents, and in accord with the public purposes and provisions of applicable state and local laws and requirements.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA authorizes the City Manager to execute an agreement with the Rancho Cordova Area of Commerce in an amount not to exceed \$658,750 for business retention services for Fiscal Year 2023-24, in a form approved by the City Attorney, and to execute all other documents and to take such actions as necessary to carry out the intent of this resolution.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 16th day of October 2023 by the following votes:

AYES:

NOES:

ABSENT:

ABSTAIN:

ITEM 9.2.

ATTACHMENT 1

ATTEST:

Stacy Leitner, CMC
City Clerk

Linda Budge, Mayor



Proposal Memorandum – Contract Elements for FY 2023-2024 Rancho Cordova Area Chamber of Commerce

Thank you for this opportunity to continue our collaboration with the Economic Development team. A few observations – MBARK was extraordinarily successful this past year, to the point we added a third cohort. This proposal includes three more cohorts in 2023-2024 in cooperation with the Sacramento Asian Chamber. That agreement is in place and can be executed immediately.

We have discussed workforce development and how to ensure the employer lens is front and center. I propose collaborating with a Talent Pipeline Management (TPM) fellow and utilizing TPM strategies that are relevant and uniquely useful in Rancho Cordova.

Child care remains front and center in nearly every family's decision-making. The enlightened employer must partner in responding to such challenges facing their employees. As the City of Rancho Cordova is engaged in this effort, the Chamber will oversee and manage elements such as existing contracts and special activities as necessary.

Finally, the Chamber is committed to augmenting staff for various business retention projects and attraction projects and initiatives as determined by the City of Rancho Cordova Economic Development Department in 2023-2024.

S/Diann

MBARK Cohort Project (\$258,750)

Target: First-tier companies

The model consists of three (3) 10-week intensive technical assistance series focused on helping minority and disadvantaged businesses learn how to grow their businesses from subject matter experts. It offers in-language services options to reach those businesses that may struggle in other programs and is delivered in group sessions, coupled with access to 1:1 consulting. The curriculum improves small business owners' business acumen and identifies measurable goals. This approach utilizes proven techniques for small and minority-owned businesses and connects them to the information and resources about which they may not know.

Program elements:

- Identify and recruit the first, second, and third cohorts
- Intensive technical assistance series focused on business growth
- Marketing/Outreach/Communications
- Business stipends
- Data collection, analysis, and tracking
- Program administration



Workforce Development with an employer-led focus (\$150,000-\$200,000)

Purpose: Evaluate and convey employer needs and develop solutions

As the City of Rancho Cordova builds resiliency and explores workforce strategies leading to greater business retention rates, engagement with employers must be included in any plan development at a significant level. Far too often, initiatives are developed around observations or untested information. Ensuring we include an employer-led, data-driven model is critical to any strategy development.

While we know the high-level objectives of this work, more information will be gathered to ensure measurable goals and outcomes. Through the strategies of programs such as Talent Pipeline Management® (TPM), the Chamber and our city colleagues will develop sustainable, measurable, and practical solutions. Below are the high-level objectives that will guide our timeline, regardless of where the focus lands.

Stage One

- Establish a defined goal and measurable outcomes.
- Collect and analyze qualitative and quantitative data from our employer community.
- Directly engage employers and employer groups utilizing focus groups, interviews, and surveys.
- Use the professionally prepared analysis and results of the employer engagement to determine the next steps.
- Data collection and analysis is a core element of the TPM process.

Stage Two

- Engage training providers to evaluate existing programs and develop applicable solutions.
- Implement identified solutions and consistently assess measurable goals to respond to necessary adjustments.
- Establish and engage with industry cohorts to ensure relevancy for Rancho Cordova.
- Iterate and repeat.

The budget request will be refined once the elements of this project are determined. We anticipate this to be between \$225,000 to \$250,000 per year. Historically, this process takes two and a half to three years.

Responding to the Childcare Crisis & Planning for the Future (*The State of Childcare & Employers*)

Purpose: Identify and Explore Employer Responses to Childcare Challenges

Rancho Cordova families face daunting childcare costs that consume over 20% of median income, and the supply of licensed providers has fallen short of demand. Meanwhile, the pandemic exacerbated systemic workforce issues. The Chamber will be a catalyst for policies and programs that expand access, lower costs, invest in the workforce, and ensure Rancho Cordova children and families thrive. And work to ensure the voices of employers are included and engaged. We strongly believe a symbiotic relationship exists between workforce development and access to childcare. We anticipate including childcare in the workforce development conversations mentioned above.



- Analyze available data and seek additional data resources to determine the general state of the City's childcare environment.
- Bring together qualified collaborators to develop appropriate responses to the state of childcare that include qualifiable and measurable metrics.
 - Collaborator engagement will include childcare experts, public officials, providers, customers/clients, and employers.
 - Address issues such as the lack of affordable care options, the decline in family childcare homes, workforce challenges, the role and responsibility of public investment, and how to provide resources and support leveraging technology to improve access and care
- Identify tools, programs, providers, etc., qualified to respond to the findings.
- A report will be prepared and submitted to the appropriate parties.
- Work on identifying collaborators, partners, and programs has already begun.

Cooperative Staffing Initiatives

The Chamber is committed to augmenting staff for various business retention and attraction projects and initiatives as determined by the City Economic Development Department in 2023-2024.

Roles may include assisting with various initiatives of the Department; listed below are some of the tasks that may be assigned:

- Assistance with data collection, focus groups, surveys, and/or interviews with consultants and stakeholders as part of the creation of the Economic Development Strategic Plan and Implementation Plan.
- Targeted business outreach
- Assist special projects and programs by determining with management the study/project/program objectives, methods, scope, time frames, information parameters, resource requirements, and fact-finding processes; prepare and present complex statistical and staff reports, recommendations, agendas, and minutes, correspondence, and provide research assistance and other support as needed.
- Research various tools and provide recommendations on fit for specific initiatives.
- Other related duties as assigned.

Program/Project	Proposal 1A	Proposal 1B
MBARK Cohort Project	\$258,750	\$258,750
TPM/Workforce Development	\$225,000	\$250,000
Contract Management ~ Child Care & Employers	\$75,000	\$50,000
	\$558,750	\$558,750
Cooperative staffing initiatives		
x \$150 per hour x 667 hours	\$100,000	\$100,000
	\$658,750	\$658,750



Respectfully submitted,


Diann H. Rogers
President & CEO

MEMORANDUM



ITEM 9.3.

DATE: October 16, 2023

TO: Honorable Mayor and Council Members

FROM: Albert Stricker, Public Works Director
Edgar Medina, Principal Engineer

SUBJECT: **A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT AMENDMENT NO. 179-2018-04 TO INCREASE THE CONTRACT AMOUNT BY \$43,272.51 TO AN AMOUNT NOT TO EXCEED \$257,128.33 WITH PSOMAS, INC. FOR ON-CALL CONSTRUCTION MANAGEMENT SERVICES FOR THE WHITE ROCK ROAD - SUNRISE BOULEVARD TO FITZGERALD ROAD PROJECT**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution would authorize the City Manager to execute Contract Amendment No. 179-2018-04 increasing the contract amount by \$43,272.51 to an amount not to exceed \$257,128.33 with Psomas, Inc. for on-call construction management services for the White Rock Road - Sunrise Boulevard to Fitzgerald Road Project.

BACKGROUND

In order to provide flexibility to adapt to a variable development and construction market, the Public Works Department employs the assistance of qualified consultants for construction management, inspection, and plan review services. The on-call contracts allow the City to draw upon greater resources, thus increasing the ability to handle workload peaks and maintain efficient response times. Psomas was selected for these services based on a competitive proposal in 2018 and has been tasked to provide construction management services for the White Rock Road - Sunrise Boulevard to Fitzgerald Road Project.

Since 2018, the City has approved and processed three contract amendments to update the compensation rate schedule, term of the contract, and increased services, with the last amendment occurring in April 2023. This amendment provides compensation for increased services associated with the extended construction schedule, supply chain disruption, and associated coverage for night time construction activities.

In February 2023, City Council approved a construction contract with Central Valley Engineering & Asphalt, Inc. that is improving approximately 0.25 mile of 4-lane White Rock Road by rehabilitating the deteriorating roadway segment, installing a new traffic signal at Gold

Valley, median, bike lanes, sidewalk curb ramps, storm drain lines, and driveway improvements. This project connects the recent improvements on White Rock Road completed in late 2022, that, collectively, serve to support immediate growth, traffic volumes, parallel capacity and drive our economy.

The project began construction in Spring 2023 and is scheduled to end construction in Fall 2023.

FISCAL IMPACT AND FUNDING SOURCE

Funding for this project consists of Traffic Impact Mitigation Fees, Gas Tax, New Measure A Maintenance, Supplemental Transportation Fee and Capital Infrastructure Fund. There is no impact on the City's General Fund.

This project is included in the City's current approved FY 2023-28 Capital Improvement Plan.

ATTACHMENT(S)

1. Resolution
2. Psomas Amendment No. 4

CITY OF RANCHO CORDOVA**RESOLUTION NO. XX-2023**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT
AMENDMENT NO. 179-2018-04 TO INCREASE THE CONTRACT AMOUNT BY \$43,272.51
TO AN AMOUNT NOT TO EXCEED \$257,128.33 WITH PSOMAS, INC., FOR ON-CALL
CONSTRUCTION MANAGEMENT SERVICES FOR THE
WHITE ROCK ROAD - SUNRISE TO FITZGERALD ROAD PROJECT**

WHEREAS, on December 3, 2018, Council approved Contract No. 179-2018 with Psomas, Inc. in an amount not to exceed \$200,000.00 for on-call construction management services; and

WHEREAS, the Public Works Department employs the assistance of qualified consultants for construction management, inspection and plan review services in order to provide flexibility to adapt to variable development and construction demands; and

WHEREAS, the contract will be paid through various funding sources earmarked for the projects; and

WHEREAS, on-call construction management contracts allow the City to draw upon greater resources, thus increasing the ability to handle workload peaks and maintain efficient response times; and

WHEREAS, in January 2020, Contract Amendment No. 179-2018-01 was administratively processed to update the Compensation Schedule per the terms of the contract; and

WHEREAS, in January 2021, Contract Amendment No. 179-2018-02 was administratively processed to revise the contract term period from December 31, 2021, to June 30, 2023; and

WHEREAS, in April 2023, Contract Amendment No. 179-2018-03 was approved, increasing the contract amount by \$13,856.00 to an amount not to exceed \$213,856.00, updating the Compensation Rates, and extending the contract term to end on June 30, 2025; and

WHEREAS, Contract Amendment No. 179-2018-04 will increase the contract amount by \$43,272.51 to an amount not to exceed \$257,128.33, to cover additional services resulting from construction delays, supply chain disruption, and associated coverage for night time construction activities; and

WHEREAS, this project was reviewed under the requirements of the California Environmental Quality Act and National Environmental Policy Act and Initial Study with Mitigated Negative Declaration/Environmental Assessment with Finding of No Significant Impact and Section 4(f) Evaluation was approved in January 2016 and revalidated in September 2020.

ITEM 9.3.

ATTACHMENT 1

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA does authorize the City Manager to execute Contract Amendment No. 179-2018-04 to increase the contract amount by \$43,272.51 to an amount not to exceed \$257,128.33 with Psomas, Inc., for on-call construction management services for the White Rock Road - Sunrise to Fitzgerald Road Project, in a form approved by the City Attorney.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 16th day of October 2023 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Linda Budge, Mayor

Stacy Leitner, CMC
City Clerk

FOURTH AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF RANCHO CORDOVA AND PSOMAS

This Fourth Amendment to the Agreement for Professional Services ("Amendment") is made by and between the City of Rancho Cordova ("City") and PSOMAS ("Professional") as of October 16, 2023. City and Professional are hereinafter collectively referred to as the "Parties."

RECITALS

WHEREAS, the Parties entered into a Professional Services Agreement ("PSA") dated December 03, 2018 for the purpose of providing construction management services; and

WHEREAS, the First Amendment, 179-2018-01, to the PSA was executed on December 16, 2019, to update the names and classifications of the primary consultant (key staff) team members and their specific rate of compensation; and

WHEREAS, the Second Amendment, 179-2018-02, to the PSA was executed on December 03, 2021, to amend the term of the agreement; and

WHEREAS, the Third Amendment, 179-2018-03, to the PSA was executed on April 03, 2023, to increase the compensation to a not to exceed amount of \$213,856.00 and the term of the agreement; and

WHEREAS, the Fourth Amendment, 179-2018-04, to the PSA will amend the existing contract, increasing the total compensation to a not to exceed amount of \$257,128.33 for On-Call Construction Management Services; and

WHEREAS, the Parties agree that changes to the term and services provided for in the PSA are necessary in order for the City to continue receiving services by Professional.

NOW, THEREFORE, the Parties hereto agree as follows:

AGREEMENT

1. Section 2 of the PSA, "Compensation," provides for the City to pay Professional a sum not to exceed \$213,856.00. The Parties agree to amend Section 2 of the PSA in order to increase the compensation amount to pay Professional services. The first two sentences of Section 2 of the PSA is amended to read as follows:

"City hereby agrees to pay Professional a sum not to exceed **\$257,128.33 (Two Hundred Fifty Seven Thousand One Hundred Twenty Eight Dollars and Thirty Three Cents)**, notwithstanding any contrary indications that may be contained in Professional's proposals dated September 7, 2023, for services to be performed and reimbursable costs incurred under this Agreement. In the event of a conflict between this Agreement and Professional's Cost Proposals, Exhibit A, regarding the amount of compensation, this Agreement shall prevail."

2. All other terms and conditions in the PSA shall remain in full force and effect to the extent they are not in conflict with this Amendment.

ITEM 9.3.

**ATTACHMENT 2
CONTRACT NO. 179-2018-04**

3. The signatures of the Parties to this Amendment may be executed and acknowledged on separate pages or in counterparts which, when attached to this Amendment, shall constitute one complete Amendment.
5. **Contract Administration.** This Agreement shall be administered by Edgar Medina, P.E. ("Contract Administrator"). All correspondence shall be directed to or through the Contract Administrator or his or her designee.

Notices. Any written notice to Professional shall be sent to:

Mr. Frank Martin, P.E.
PSOMAS
1075 Creekside Ridge Drive
Roseville, Ca. 95678
fmartin@psomas.com

Any written notice to City shall be sent to:

Mr. Edgar Medina, P.E.
Public Works Department
City of Rancho Cordova
2729 Prospect Park Drive
Rancho Cordova, Ca. 95670
emedina@cityofranhocordova.org

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

CITY OF RANCHO CORDOVA

PROFESSIONAL

Micah Runner, City Manager

Frank Martin, P.E., Vice President

Date: _____

Date: _____

Attest:

Stacy Leitner, CMC, City Clerk

Date: _____

Approved as to Form:

Adam U. Lindgren, City Attorney

Date: _____

EXHIBIT A**PSOMAS**

Balancing the Natural and Built Environment

September 7, 2023

Edgar Medina, P.E.
Principal Engineer
City of Rancho Cordova
Public Works - Engineering
2729 Prospect Park Drive
Rancho Cordova, CA 95670

**Subject: White Rock Road Improvements – Sunrise to Fitzgerald
Task Order No. 1 – Contract Amendment No. 4 Request**

Dear Mr. Medina,

As requested, I've attached Contract Amendment No. 4 for the White Rock Road Improvements. Amendment No. 4 covers Psomas services from the end of August to the forecasted completion discussed below. As of August 24, we had roughly \$29K remaining in the budget. Tim Grossman (RE) estimated that additional funding will be needed to complete the construction management services.

Due to the additional time delays on the project, inefficiencies by the contractor and overtime hours needed to cover the construction activities, the construction inspector's regular time and overtime hours went over the original budgeted amounts.

Our project support will continue as it has to date with the resident engineer and construction inspection duties through closeout of the project. For estimating purposes, even though the current Central Valley Construction Schedule is projecting completion in early September, we are conservatively assuming that the project could linger on until mid/late September with items such as the video detection equipment delivery hindering the operations of the traffic signal.

Currently, the task order amount is authorized up to \$213,856. Amendment No.4 (\$43,272.51) will increase the budget total to **\$257,128.33**. Here is the breakdown of Amendment No. 4:

- Services invoiced to billing cycle 7/27/23 (\$147,842.08), Budget Balance was \$66,014.
- Services completed but not invoiced to billing cycle 8/24/23 is est.\$36,881.93, This brings the budget balance down to \$29,132.07. This amount includes budget overages under the construction inspector's regular hours (+51 hours) and overtime (+16 hours). Overage amount *\$13,997.11*.
- Services forecasted for 8/25 to 9/20 = *\$29,275.51*.
- **Total Amendment No. 4 increase = \$43,272.51.**

PSOMAS

Predicated on the above, our opinion of probable cost is as shown below. Payment shall be based on an actual time & materials basis using the following rates:

DESCRIPTION	RATE /HR	Original Hours	Original Project Total	Amendment No.4 Added Hours	Amendment No.4 Total	Original + Amend No. 4 Total
Task Manager, Brian Frাগiao, PE	\$250.74	24	\$6,017.76			\$6,017.76
Resident Engineer, Tim Grossman	\$209.11	260	\$54,368.60	140	\$29,275.40	\$83,644.00
Construction Inspector, Dan Fravel	\$193.65	590	\$114,253.50	51	\$9,876.15	\$124,129.65
Construction Inspector (OT), Dan Fravel	\$257.56	30	\$7,726.80	16	\$4,120.96	\$11,847.76
Electrical Inspector, Hamid	\$227.98	60	\$13,678.80			\$13,678.80
Project Administrative Support	\$97.51	36	\$3,510.36			\$3,510.36
Argonaut			\$3,300.00			\$3,300.00
Twining			\$11,000.00			\$11,000.00
Totals			\$213,855.82		\$43,272.51	\$257,128.33

Note: Psomas understands that we will only work on an as-needed basis based on the actual construction schedules of the planned work, any delayed improvements and closeout process.

Should you have any questions or comments, please contact me at 916-223-9661 or brian.fragiao@psomas.com.

Respectfully,


PSOMAS
Brian Frাগiao, PE
Vice President/AP

1410 Rocky Ridge Drive
Suite 300
Roseville, CA 95661

Tel 916.788.8122
Fax 916.788.0600
www.Psomas.com

MEMORANDUM



ITEM 10.1.

DATE: October 16, 2023
TO: Honorable Mayor and Council Members
FROM: Dalia Fadl, Principal Engineer
SUBJECT: **A RESOLUTION DECLARING A PROTEST HEARING AND AUTHORIZING THE MAILING OF PROPERTY OWNER BALLOT RELATING TO THE IMPOSITION OF THE ANNUAL STORMWATER UTILITY FEE FOR THE RANCH ACTIVE ADULT PROJECT**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution would declare the results of the property owner's protest and, if there exists less than a majority protest, authorize the mailing of a ballot to the property owner to approve the levy of the fee to pay for maintenance of storm drainage and flood protection systems for the Ranch Active Adult project. The action also sets 1:30 p.m. on November 14, 2023, in the office of the City Clerk, as the time and date for the ballot tabulation for the matter.

BACKGROUND

The Ranch Active Adult project has a condition of approval which requires funding for operation and maintenance of the storm drainage system. This condition will be satisfied by participation in the new Stormwater Utility Fee for storm drainage and flood protection services, which is the subject of tonight's action. The property owner of the Ranch Active Adult project has requested the City annex the project to the City's Stormwater Utility Fee pursuant to the California Health and Safety Code section 5471 et seq. to provide the method of financing for storm drainage and flood protection services required to meet the condition. On October 2, 2023, Council adopted a resolution which established Procedures for the Conduct of a Protest Hearing and Balloting Relating to a Stormwater Utility Fee (the "Procedures") and designated October 16, 2023, at 5:30 p.m. as the time and place for hearing protests in connection with the annual Stormwater Utility Fee for the Ranch Active Adult project.

DISCUSSION

The property owner has submitted a petition and waiver for the City to institute the proceedings to participate in the Stormwater Utility Fee. This annexation to the Stormwater Utility Fee will include the project generally known as the Ranch Active Adult project, see [Attachment 2](#). The maintenance services to be funded include the furnishing of services and materials for the ordinary and usual operation, maintenance, and servicing of the storm drain and flood

protection systems.

Attachment 1 is the Resolution declaring the results of the property owner's protest and authorizing the mailing of the property owner ballot, as required by Article XIII D of the California Constitution (also known as Proposition 218). The Resolution sets forth the tabulation of ballots on November 14, 2023, at 1:30 p.m. in the office of the City Clerk. The results of the mailed ballot election will be presented to City Council at their regularly scheduled meeting on December 4, 2023, and additional actions will be recommended based on the ballot results.

A "Rate Analysis Report" was approved by the City Council on September 4, 2014, by Resolution No. 103-2014 setting Fiscal Year 2014-15 maximum annual Stormwater Utility Fee amount for each parcel proportionate to the estimated stormwater runoff for each parcel, see Attachment 3. The maximum annual fee will increase each subsequent Fiscal Year by the annual change in the Consumer Price Index (CPI), during the preceding year, for All Urban Consumers, for the San Francisco-Oakland-San Jose areas, published by the United States Department of Labor, Bureau of Labor Statistics. A sample of the Stormwater Utility Fees for Fiscal Year 2023-24 is summarized in Attachment 4.

FISCAL IMPACT AND FUNDING SOURCE

There is no impact to the City's General Fund. Funds collected by this fee will pay for maintenance of storm drainage and flood protection systems.

ATTACHMENT(S)

1. Resolution
2. Annexation Boundary Map
3. Stormwater (SWU) Rate and Analysis Report
4. Stormwater Utility Fee Rate Sheet Fiscal Year 2023-24_The Ranch AA

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2023

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, DECLARING THE RESULTS OF THE PROPERTY OWNER
PROTEST AND AUTHORIZING THE MAILING OF A PROPERTY OWNER BALLOT
RELATING TO THE IMPOSITION OF AN ANNUAL STORMWATER UTILITY FEE FOR THE
RANCH ACTIVE ADULT PROJECT**

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

WHEREAS, on October 2, 2023, the City Clerk caused a notice of the time and place of the hearing thereon and on the proposed annexation to the Stormwater Utility Fee to be published and such public hearing was opened on October 16, 2023; and

WHEREAS, the Council adopted Resolution No. 103-2014 approving a written report entitled, "Rate Analysis Report," dated September 4, 2014 (the "Written Report") prepared by Harris & Associates and filed with the City Clerk containing a description of each parcel of real property within the City to which the Stormwater Utility Fee is applicable (collectively, the "Identified Parcels") and the amount of the Stormwater Utility Fee for each such Identified Parcel for Fiscal Year 2014-15. The Written Report is on file in the office of the City Clerk and is available for public inspection; and

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

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

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

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

1. The foregoing recitals are true and correct.
2. The City Clerk is hereby authorized and directed to mail a property owner ballot in accordance with law and the Procedures.
3. The date of the ballot tabulation shall be November 14, 2023, at 1:30 pm.
4. The date of the Council Meeting to report the results of the mailed ballot election shall be December 4, 2023, at 5:30 or as soon thereafter as the matter may be heard.
5. The City Council hereby designates Dalia Fadl, Principal Engineer, telephone number, (916) 851-8718 to answer inquiries regarding the ballot proceedings and procedural or technical matters.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 16th day of October 2023 by the following vote:

ITEM 10.1.

ATTACHMENT 1

AYES:

NOES:

ABSENT:

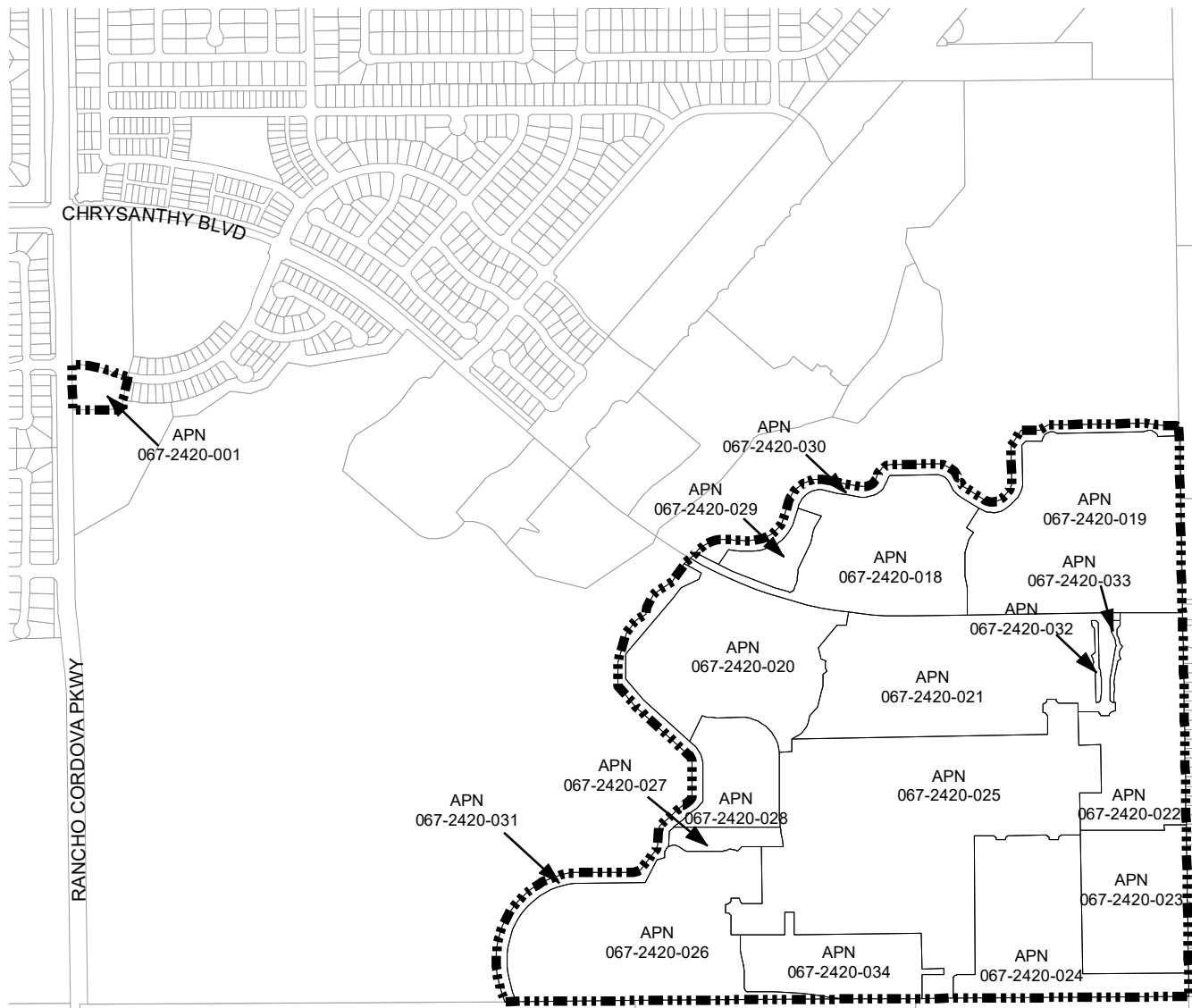
ABSTAIN:

ATTEST:

Stacy Leitner, CMC
City Clerk

Linda Budge, Mayor

CITY OF RANCHO CORDOVA
STORMWATER UTILITY FEE AREA
ANNEXATION 37
(THE RANCH ACTIVE ADULT PROJECT)

**Legend**

Annexation Boundary

Parcel Boundary



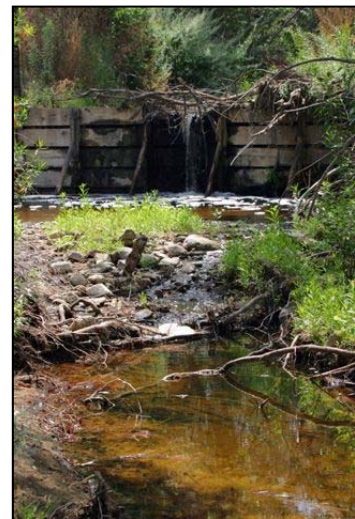
Rate Analysis Report

for the

Stormwater Utility Fee

For the

City of Rancho Cordova



August 7, 2014

Introduction

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

The purpose of this Rate Analysis Report is to:

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

Proposition 218 Requirements

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

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

Background Information

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

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

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

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

Table 1 – Land Use

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

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

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

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

Table 2 – Expected Improvements

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

Services Funded

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

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

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

Rate Structure Analysis

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

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

and

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

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

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

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

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

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

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

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

Single Family Residential Parcels

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

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

Multi-Family Residential Parcels

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

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

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

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

Non- Residential Parcels

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

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

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

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

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

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

Table 3 – Drainage Measurement Unit Summary Table

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

Cost Estimate

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

Table 4 – Estimated Costs

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

Total: \$5,011,917

Annual Fee Administration: \$45,000

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

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

Fee Calculations

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

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

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

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

Table 5 – Sample Calculations

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

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

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

Appeals Process

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

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

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

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

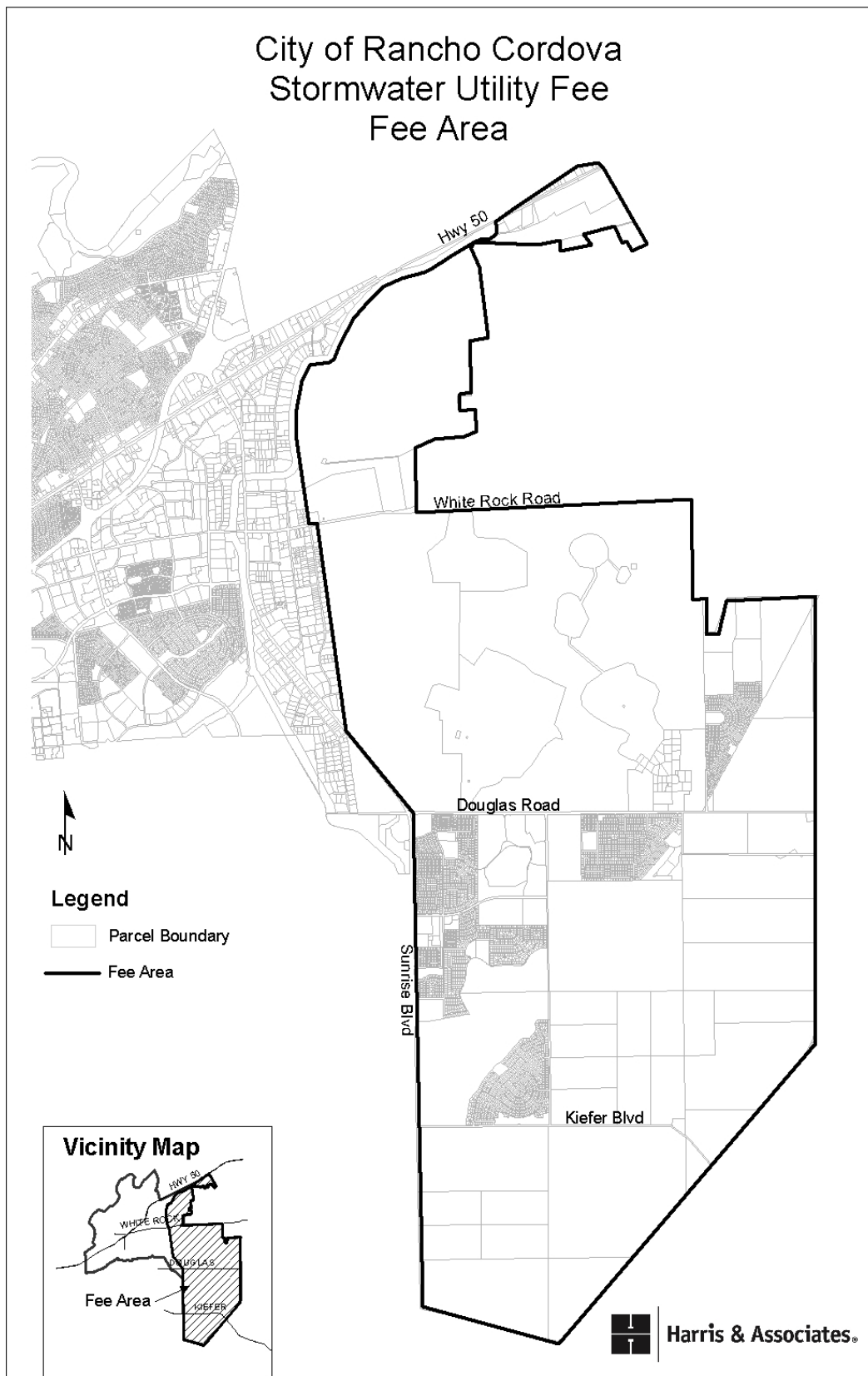
Appeals will be accepted annually up until June 30 for inclusion on the following fiscal year's property tax roll submittal. However, if an appeal is granted by Staff or the Director of Public Works that does not permit inclusion for the following fiscal year's property tax roll submittal, a reimbursement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

Respectfully submitted:

Harris & Associates

Dennis A. Anderson
Senior Project Manager

APPENDIX A



APPENDIX B

Runoff Coefficient

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

Footnotes:

¹ City of Rancho Cordova Municipal Code Chapter 15.

Sources:

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

Appendix C

Cost Information

ITEM 10.1.

ATTACHMENT 3

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

Pipe Repair Costs

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

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

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

Creek and Channel Cleaning

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

ITEM 10.1.

ATTACHMENT 3

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

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

ITEM 10.1.

ATTACHMENT 3

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

Activity	Size/Location	Cost/LF	Frequency	Notes
Pipes/Channels				
Hydro Cleaning	6"-24"	\$ 3.00	10 years	
TV Lines	all	\$ 7.50	25 years	
Creek and Channel Cleaning	Rancho	\$ 0.75	each year	Within SWU Budget
	Sac County	\$ 1.27		
Pump Maintenance	Covered within budget			Per County Staff Assume no pumps in new areas.
Repairs	2 crews year round	SWU funds support this		
Hydromod Basin		cost/ac		
Maintenance		\$ 4,830.00	annul	see detailed estimate
Herbicides		\$ 325.00	2 x's/year	
Additional costs				
Pesticide Control Advisor		\$ 20,000.00	annually	
Engineering admin support with regulatory agencies		10%	of maint costs/year	
Supervisors and managers		5%	of maint costs/year	

Hydromod Basin Maintenance

Basin Maintenance Costs	Cost per Acre
Trash Clean-up and Disposal (4 x's/year)	\$ 1,200
Mowing (2 x's/year)	\$ 200
Inspection 4 x's/year	\$ 1,600
Erosion Repair	\$ 800
Vegetation and Landscape Maintenance	\$ 800
Sub-total	\$ 4,600
Over-head Mark-up (5%)	\$ 230
Total Cost	\$ 4,830

Inspection Includes: Examine gates, fences and access ramp for damage and overgrown vegetation, check basin slopes for erosion, excess vegetation, debris and animal burros, check flow line for excess vegetation and sediment, check for erosion at water line, large/floating debris, and excess vegetation. Check for debris, creacks and instructure, and erosion at inlets and outlets. Also check access control racks for debris and to snrue they are locked and secured. Check riprap at inlet weir

Appendix D

Detailed Land Use Data

**Storm Drain User Fee
City of Rancho Cordova
December 20, 2013**

AC, Landuse & units derived from GIS/Aerials

Notes: All data is from recent plans received in Nov 2013 unless specified otherwise.
^a Arboretum has 2 MD residential classifications. The first line is for 6.1-13.9 DU/AC (instead of 6.1-18)
^b Acreage for all schools
^c Sun creek has 2 MD residential classifications. The second line is for 12.1-18 DU/AC (instead of 6.1-18)

Stormwater Utility Fee

Sample of the Stormwater Utility Fees for the Ranch Active Adult (gated community) for Fiscal Year **2023-2024**:

Table 1

Land Use Description	Total Area (acres)	Sample Fee
Single Family Residential (SFR1)	0.16	\$34.96
Multi-Family Residential (MFR1)	1.00	\$328.17

MEMORANDUM



ITEM 12.1.

DATE: October 16, 2023
TO: Honorable Mayor and Council Members
FROM: Brandon Luke, Chief of Police
SUBJECT: **RANCHO CORDOVA POLICE DEPARTMENT UPDATE**

RECOMMENDATION

Receive information.

RESULT OF RECOMMENDED ACTION

This item is for informational purposes only.

BACKGROUND

The Rancho Cordova Police Department will present an educational update on the Rancho Cordova Police Department. The presentation will include statistics and updates on teams, including Problem Oriented Policing, Homeless Outreach Team, Folsom/Olson/Zinfandel, Crisis Intervention Team, Crime Suppression Unit, Investigations, Motor/Traffic Unit, Community Engagement and Youth Services.

FISCAL IMPACT AND FUNDING SOURCE

There is no impact to the City's General Fund.

ATTACHMENT(S)

1. RCPD Presentation



Rancho Cordova Police Department Update





RANCHO CORDOVA
POLICE DEPARTMENT

916-875-9600

www.RanchoCordovaPD.com

Rancho Cordova Police Department Update

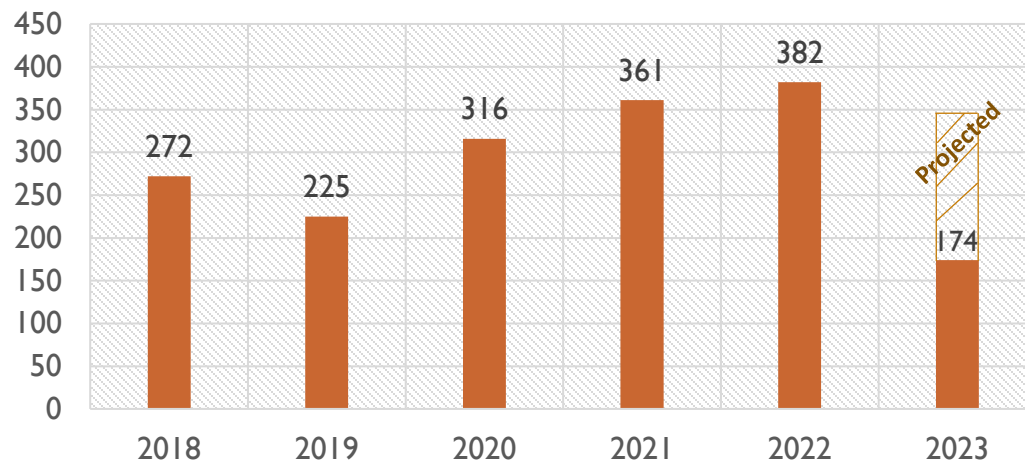
This presentation will provide updates on the following topics:

- UCR Crime Statistics and Trends
- Technology-Based Policing
- Problem Oriented Policing (POP)
- Folsom/Olson/Zinfandel (FOZ)
- Homeless Outreach Team (HOT)
- Chronic Offender Rehabilitation Effort (CORE)
- Crime Suppression Unit (CSU)
- Crisis Intervention Team (CIT)
- Investigations Unit
- Motor Unit
- Youth Services
- Community Engagement

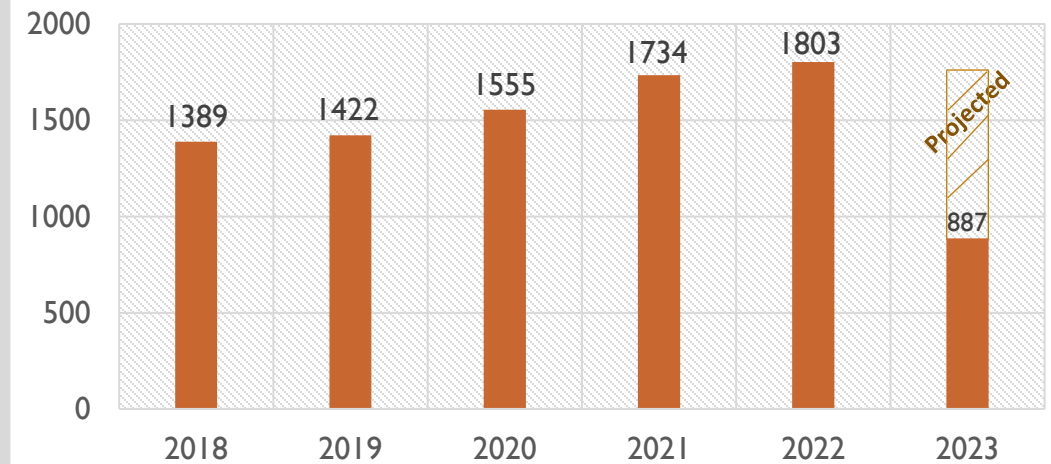


A Look At The Numbers

Persons Crimes Total



Property Crimes Total



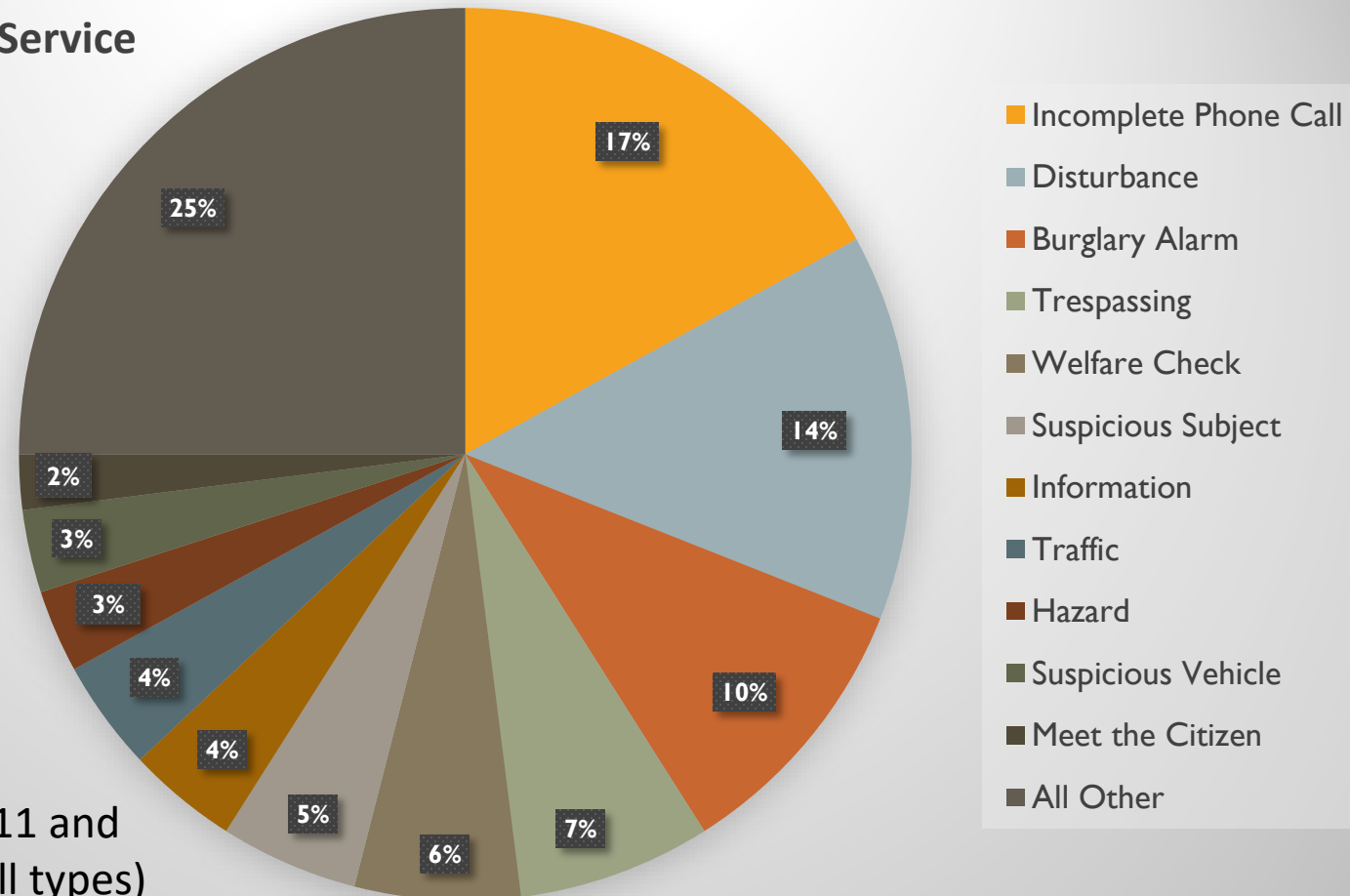
Note: All 2023 statistics listed above cover January 1, 2023 – June 30, 2023



Citizen-Initiated Calls for Service

Total Calls for 2023 (01/01/2023-06/30/2023): **17,630**

% of Total Calls For Service



(Note: Includes 911 and Non-Emergency call types)



Technology-Based Policing

ShotSpotter

- RCPD began using September 2022
- 138 calls generated by ShotSpotter
 - **Note:** 89% of those gunfire events went unreported



RCPD Drone Program

Types of activity used:

- Search warrant execution
- Barricaded subjects
- Burglary alarms



Cameras

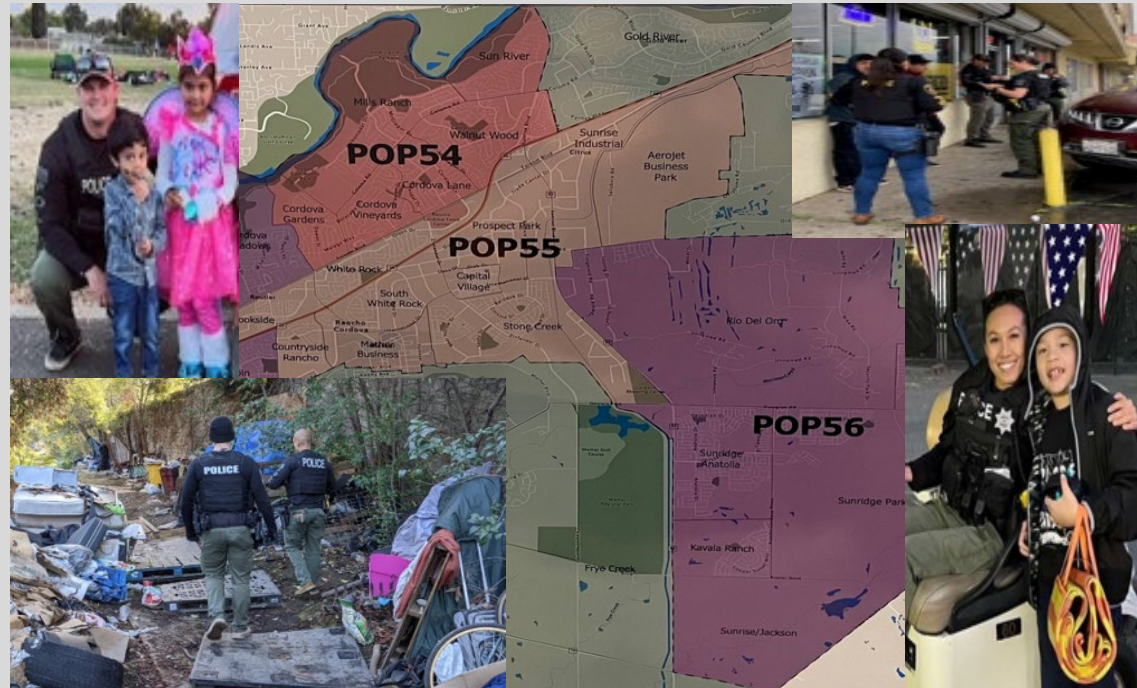
- 4 deployable camera trailers
 - highly visible
 - flexible deployment
- Upgrades to cameras will support future policing technologies (Ex: Real-Time Crime Center)



Problem-Oriented Policing (POP)

Goals:

- To increase the quality of life
- Reduce criminal activity, specifically related to nuisance issues.





POP Case Study: Cobblestone Apartments – 3060 Laurelhurst



History:

Cobblestone apartments experienced a high call for service history, particularly in early 2022. POP devised a plan to rehabilitate the apartment complex, and began assisting Code Enforcement with inspections of the complex (End of June 2022).

Proactive Approach - by the numbers:

In the 12 months following the POP intervention, there have been 62 Law Enforcement-Initiated calls. The proactive approach at 3060 Laurelhurst was responsible for a significant decrease in calls for service.

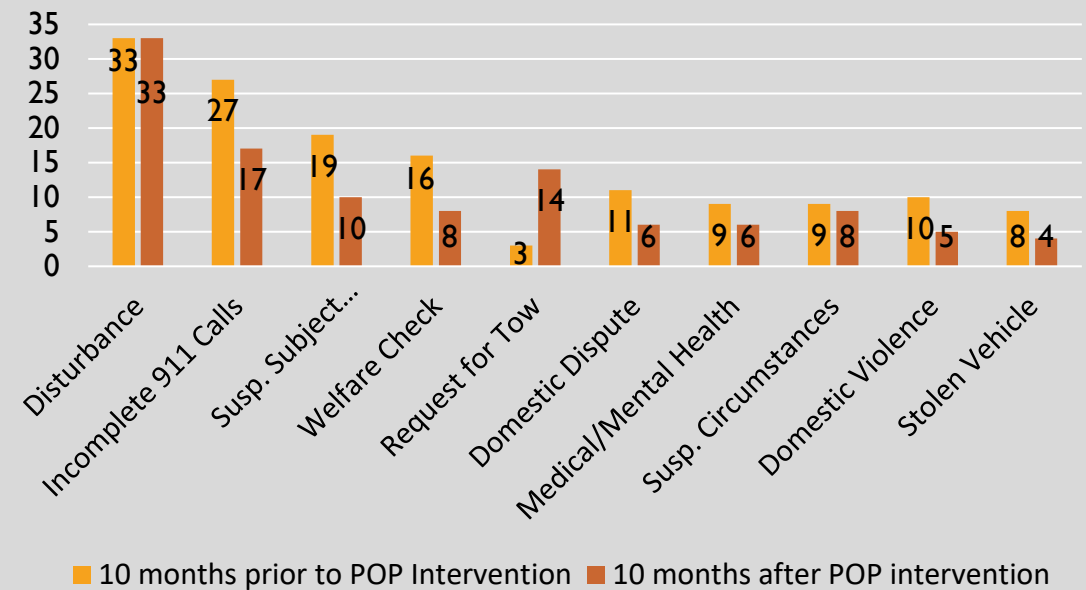
Officer-Initiated Calls since POP intervention (6/21/2022-6/20/2023)

Probation Home Visit	29
Eviction-Related	15
POP	10
Homeless Outreach Team	4
Stakeout	4

Citizen-Initiated Call Totals

(10 months prior to and after POP intervention)

10 months prior to POP intervention: 179
 10 months after POP Intervention: 137 ↓ 23%





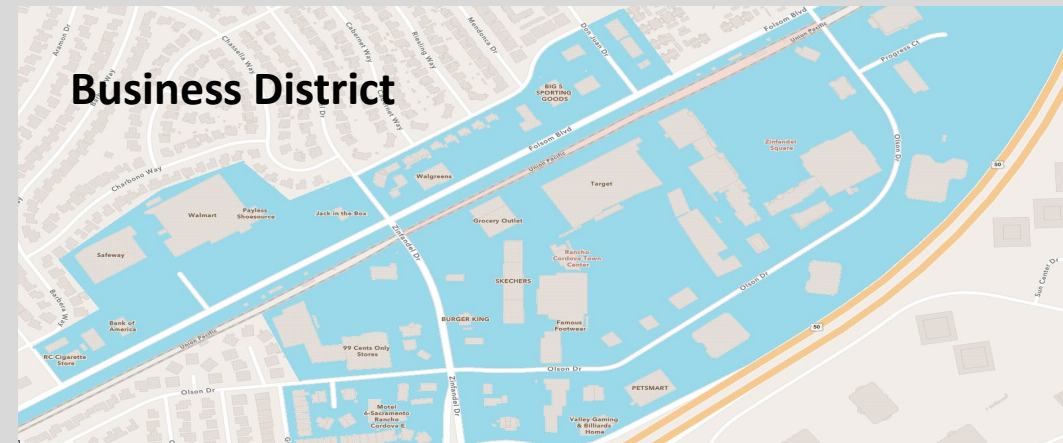
Folsom/Olson/Zinfandel (FOZ)

Dedicated deputy for FOZ business district, aiming to tackle the theft and trespassing challenges in the area.

Letter of Agency (LOA) – a collaboration with business owners and property managers

FOZ LOA Stats (05/02/2023 – 10/02/2023)

# of Businesses participating:	55
Trespass Notices written:	212
Citations written:	61



Results: Increased awareness and buy-in from businesses led to a 51% decrease in thefts in the FOZ.
(May and June 2023 compared to May and June 2022)



Homeless Outreach Team (HOT)

The Homeless Outreach Team builds relationships with homeless individuals and families and provides services, education and resources in partnership with local organizations to help them become self-sufficient. The team also enforces violations of the law.



HOT Stats (01/01/2023 – 09/30/2023)

Trespass Notices Issued:	103
Citations Issued:	67
Felony Arrests:	6
Misdemeanor Arrests:	11
Subjects Contacted:	445

Team Effort: Bio One, responsible for cleanup of Homeless Encampments, removed 131,600 lbs. of trash in Fiscal Year 22-23. That volume of trash would fill roughly 271 Full-Size pickup trucks.



Chronic Offender Rehabilitation Effort Program (CORE)



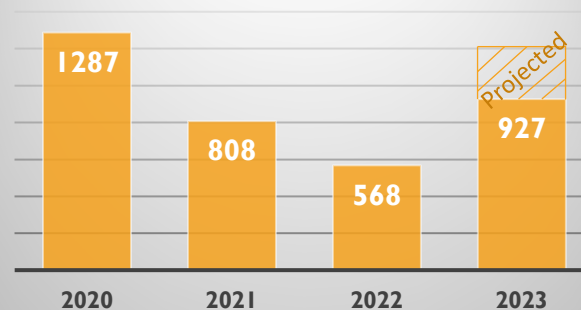
The program is geared towards individuals who are repeat offenders in a specific area/community. These subjects most often have substance abuse and mental health issues that contribute to the types of crimes they are committing. A subject is eligible for the CORE program when they have 10 or more arrests/citations within a 12-month period. Once they get that 10th arrest/cite, they can be held on \$10,000 bail pursuant to the bail schedule.

Common CORE crimes: Trespassing, Vandalism, Petty Theft, Drug Offenses

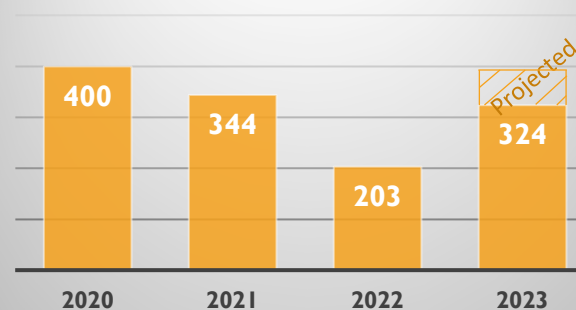
Currently 4 individuals enrolled/waiting for enrollment in CORE program

- The 4 individuals currently enrolled/waiting for enrollment in the CORE program were involved in 142 calls for service in the last 365 days.

Trespass Notices



Citations



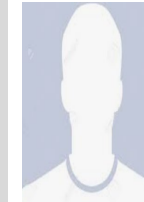
Note: 2023 stats cover 01/01/2023 – 09/30/2023



CRIME ANALYSIS

Rancho Cordova Police Department

Chronic Offender Rehabilitation Effort Worksheet



Name: John SMITH
 DOB: 10/15/1950
 X-Reference: 1234567
 Probation Status:
 Warrants: 2 misdemeanor
 Last FI:
 Notes

CORE Violations

Date	Offense	Cite/Registry Number
8/4/2023	PC 148	23-98765
7/17/2023	HS 11364	23-87654
5/14/2023	PC 594	23-76543
2/11/2023	PC 602K - #99999RC	23-65432
12/10/2022	PC 602K - #77777RC	22-98765
11/27/2022	PC 602K - #88888RC	22-87654
10/14/2022	PC 484	22-76543

Trespass Notices

Address	Business Name	Date	Event #
10701 Folsom Blvd	DOLLAR TREE	9/21/2022	22-989898
2800-2878 Zinfandel Dr	99 CENT STORE	8/15/2022	22-898089
10655 Folsom Bl	WALMART	1/19/2023	23-989898

Sample CORE Worksheet



Crime Suppression Unit (CSU)

A proactive street team of 4 deputies and a Sergeant that conduct investigations into wanted subjects with ties to Ranch Cordova, or incidents that originally occurred in Rancho Cordova. Their investigations include street-level narcotic sales, tracking local gang members and attempts to locate stolen vehicles. The team works closely with other specialty units within the Sacramento County Sheriff's Office as well as outside agencies on a local, state and federal level.

CSU is the only team of its type within the Sacramento County Sheriff's Office with such diverse duties and abilities

Additional benefits of the team that affect the quality of life for the citizens of the City:

- * Act as lead responder to ShotSpotter
- * Routinely utilize search warrants and surveillance to gain information into wanted suspects
- * Provide risk assessment and security for events and special incidents in the City of Rancho Cordova



A look at the numbers - (01/01/2019 - 6/30/2023)

5-Year CSU Statistics	2019	2020	2021	2022	2023
Felony Arrests	126	96	135	208	67
Misdemeanor Arrests	59	17	19	64	119
Weapons Seized	0	21	18	91	28



Crisis Intervention Team (CIT)

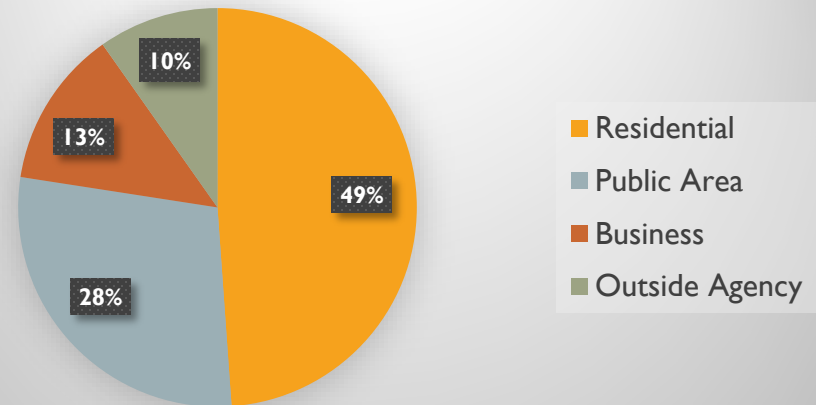
Dedicated deputy and licensed counselor
(Transitioned from previous Marijuana Enforcement Officer position)

- * Aim to provide mental health services to individuals in need
- * Utilize tactful communication to de-escalate crisis situations

CIT provides an awareness of available community resources in an attempt to connect the individual with long-term mental health care

Results: The CIT team responded to 133 Mental Health calls for service (01/01/2023 - 06/30/2023).

CIT Response Locations / Call Origination



This CIT response helped free up 274 patrol units to respond to other calls for service.



Investigations Unit

Our mission is to thoroughly and impartially investigate crimes against persons, property and the public peace in the city of Rancho Cordova with the goal of preparing prosecution-viable cases for presentation to the district attorney's office.

In order to accomplish our mission RCPD detectives regularly collaborate with other investigative teams and specialty units both inside the RCPD division, from the Centralized Investigation Division (CID), and with allied law enforcement partners.

The unit consists of 4 Detectives and 1 Sergeant

On-Call 24/7: Providing responses to major investigative events such as violent assaults and shootings

Typical Caseload: 10 – 15 cases

Cases Handled:

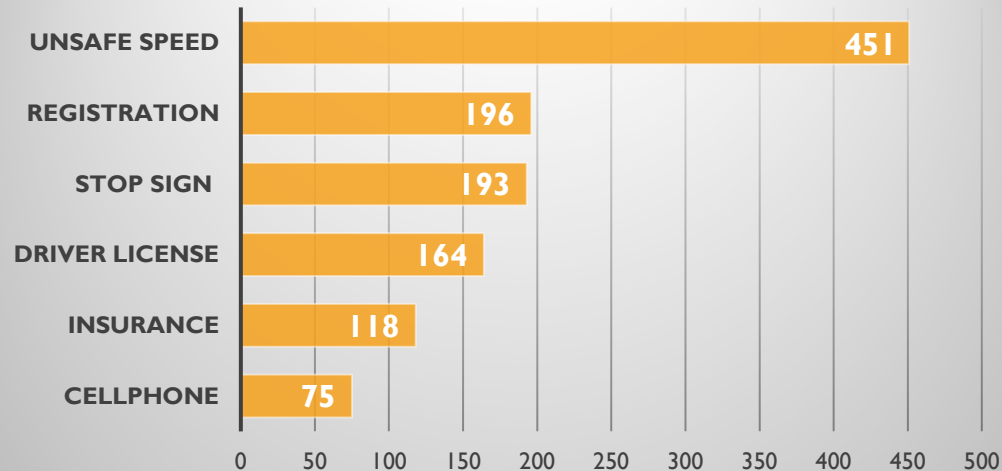
Petty and Grand Theft
Robbery
Domestic Violence
Assaults (misdemeanor and felony)
Embezzlement
Misdemeanor Sexual Battery
Elder Abuse



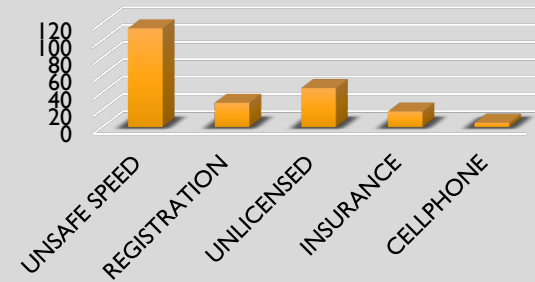
Motor Unit - Traffic Citations and Violations

Citation Types and Locations

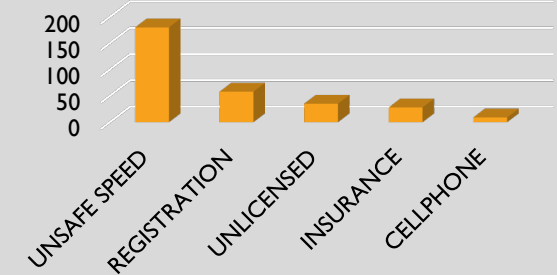
COMMON VIOLATION TYPES



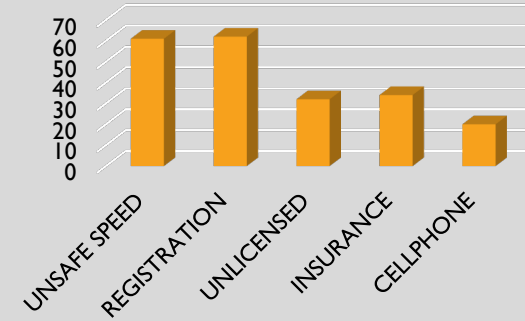
COLOMA RD



FOLSOM BLVD



SUNRISE BLVD

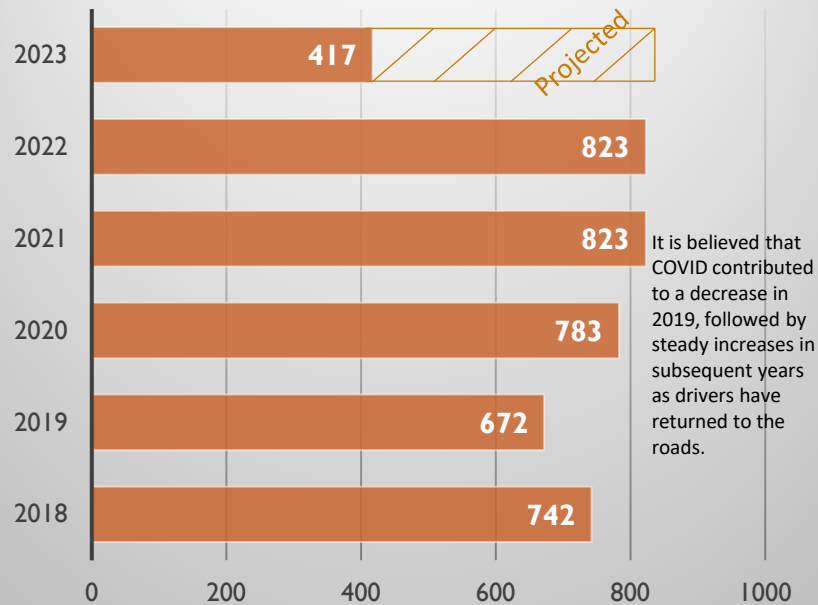




Motor Unit - Collisions

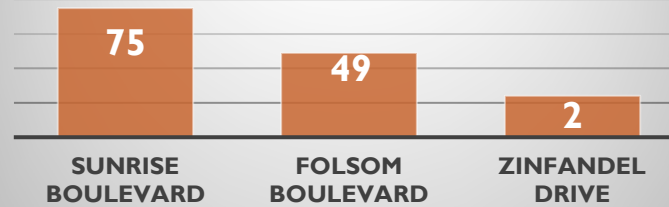
The traffic unit focuses on the basic three “E’s” of traffic: Education, Engineering, Enforcement

Total Collisions - Per Calendar Year



*Sources:
SWITRS (2018-2019)
Brazos (2020-current)

Top Collision Locations



Top intersections for collisions:

Sunrise Blvd: Folsom (10), Coloma (10)

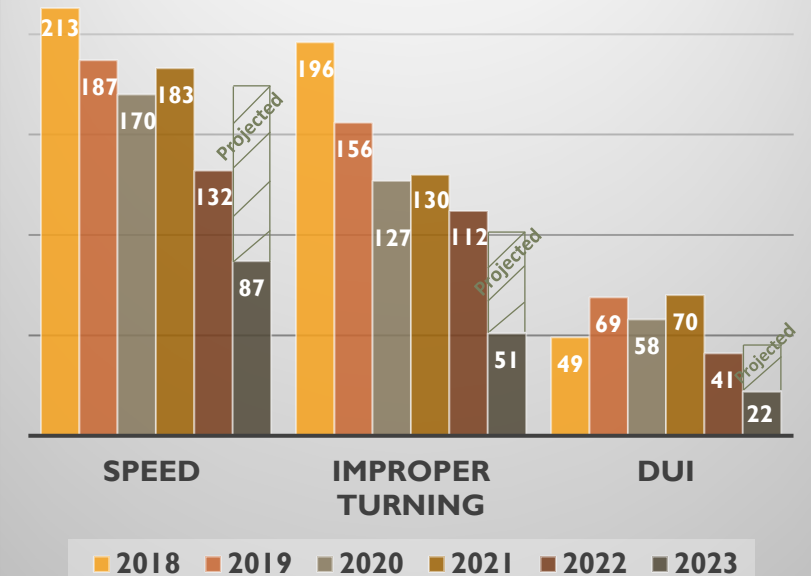
Folsom Blvd: Mills Park Dr. (8), Mather Field (6)

Zinfandel Dr: Gold Center (10), Olson (9)

Collisions in Neighboring Cities:

	2020	2021	2022	2023
CHPD	721	808	780	365
FPD	1049	1243	1341	693
EGPD	971	1171	903	497

Primary Collision Factors



Note: All 2018, 2019, 2020, 2021 and 2022 statistics cover entire calendar year. **2023 statistics cover 01/01/2023 – 6/30/2023**



Leica RTC360 – Data/Scene Processing



- Used by RCPD Traffic Bureau for major injury/fatal vehicular collisions
 - Dramatically reduces time spent on scene and number of officers needed (1 person as opposed to previous 3 person minimum)
- Scientifically accurate to capture items of evidence and images
 - Ability to scan scene in less than 15 minutes (Reduces total time spent capturing evidence from 3 hours to 20 minutes)
- Officer safety – Able to collect evidence off roadways



Youth Services

Mission:

To engage with, and teach, the youth of the community, through our School Resource Officer (SRO) and Police Activities League (PAL).

SRO Services:

- **School Presence** – School Resource Officers routinely visit and assist 17 schools in the Folsom/Cordova Unified school district



PAL Programs Offered:

- **Junior Giants Baseball** - over 260 youth registered to play in our free baseball league this summer
- **Rancho Cordova Youth Center** - serves upwards of 70 youth every week day. Activities include PALs Get Fit program, PAL martial arts, Echelon summer STEM classes and the Youth Leadership Council.
- **Outdoor Adventure Club** - CEIF funded program where we take approximately 100 youth annually on a variety of special outdoor activities such as camping, hiking, bow shooting, horse back riding



Community Engagement

We partner with residents to empower them with the tools needed to assist us in keeping the City a safe place to live, work and play.

Programs Offered:

- Neighborhood Watch
- Hotel Watch
- Business Watch
- Citizen's Academy
- National Night Out
- Safety Presentations/Tours



MEMORANDUM



ITEM 12.2.

DATE: October 16, 2023
TO: Honorable Mayor and Council Members
FROM: Micah Runner, City Manager
Stacy Delaney, Senior Management Analyst
SUBJECT: **DISCUSSION ON THE NAMING OF AN OFFICIAL CITY FLOWER**

RECOMMENDATION

Receive the presentation.

RESULT OF RECOMMENDED ACTION

The staff presentation provides an overview to the City Council on the tentative process, timeline, cost, and benefits of naming an official City flower.

BACKGROUND

All 50 states have adopted various symbols and all of them have flower symbols to represent their state. The inspiration behind adopting official state flowers dates to the late 1800's. A "National Garland of Flowers" was created for the 1893 World's Fair in Chicago, made up of flowers from each state. This began a trend of adopting other state symbols such as state birds and state trees.

Cities and communities also adopt symbols, such as flowers, that raise public awareness of the area's habitat, to foster public stewardship for its continued existence, to engage residents and business owners in beautification efforts, to provide opportunities for students, to incorporate flowers within art initiatives, and to encourage the planting of flowers within the City.

During the August 7, 2023, City Council Meeting, it was requested by the City Council to bring this item to a future meeting for discussion. Based on City Council direction given at the October 16, 2023, meeting, it will be decided if the process of naming an official City flower will begin. If it does move forward, it could start in the fall of 2023 with planting and an education campaign potentially in the spring of 2024.

FISCAL IMPACT AND FUNDING SOURCE

The cost of naming an official City flower could have elements of community engagement efforts, marketing, branding, a contest, or some other initiative tied to the launch of or implementation of the official flower designation. At this stage, there is no direct fiscal impact on the City's operating budget, but it would take time and effort to implement by staff.

ATTACHMENT(S)

1. Naming of an Official City Flower Presentation

Discussion on the Naming of an Official City Flower

October 16, 2023

Discussion Topics



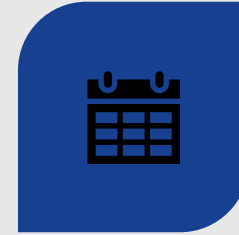
HISTORY OF
ADOPTING SYMBOLS



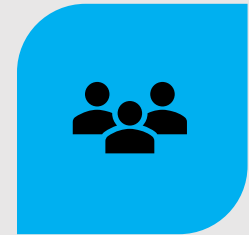
BENEFITS



POTENTIAL PROCESS



TIMELINE



RESOURCES NEEDED

HISTORY OF ADOPTING SYMBOLS



All 50 states have flower symbols to represent their state

Practice dates to the late 1800's

A National Garland of Flowers was created for the 1893 World's Fair

Cities and Communities also adopt symbols such as flowers

In August of 2023, the City Council requested to bring this item back for discussion

BENEFITS



- Raises public awareness of the area's habitat
- Fosters public stewardship for the flowers continued existence
- Engages residents and business owners in beautification efforts
- Provides educational opportunities
- Incorporates the flower into art initiatives
- Encourages the planting of the flower
- Commemorates our 20th anniversary as a city

POTENTIAL PROCESS



- Initial discussion tonight
- Staff could recommend 1-3 potential flowers
- Could receive additional suggestions from residents and business community
- Engagement Opportunities/Methods:
 - QR Codes for Voting
 - November Tree Planting
 - Christmas Tree Lighting/Winter Fest at MACC
 - State of the City
 - Rancho Cordova Monthly Luncheons
 - City STAR or other event for youth input
 - E-News and Social Media
- Bring back a recommendation to Council

TIMELINE



Create QR Codes and Flyers in October

Launch Voting in late October or early November

November 1, State of the City

November 4, Tree Planting

November 17, Rancho Cordova Luncheon

November 26, Christmas Tree Lighting and Winter Fest at The MACC

City STAR or other youth event in winter

E-News and Social Media throughout the process

December, Close Voting

January 2024, Discussion/Approval

By Spring of 2024, Planting/Education

RESOURCES NEEDED



- Approximately three months of city staff time leading up to and including the voting period
- Approximately three months of city staff time rolling out an education and planting campaign
- Staff from City Manager's Office, Community Engagement, and Communications most directly involved
- May involve marketing support by consultant
- Could also be tied to future beautification efforts, education, art initiatives, etc.
- Will not directly impact other projects/programs but will need to dedicate resources to this effort

Discussion and Direction

MEMORANDUM



ITEM 12.3.

DATE: October 16, 2023
TO: Honorable Mayor and Council Members
FROM: Albert Stricker, Public Works Director
Dalia Fadl, Principal Engineer
SUBJECT: **A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA DESIGNATING A TIME AND PLACE FOR HEARING PROTESTS IN CONNECTION WITH A PROPOSED STORMWATER UTILITY 1 FEE INCREASE, APPROVING PROCEDURES IN CONNECTION THEREWITH AND TAKING CERTAIN OTHER ACTIONS**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution would declare the Council's intention to increase the Stormwater Utility 1 Fee and state the Council's intention to levy the fee to pay for storm drainage and flood protection services in developing areas, and set 5:30 p.m., or as soon thereafter as the matter may be heard, on December 18, 2023, as the time and date for a protest hearing on the matter.

BACKGROUND

The City's stormwater infrastructure includes the following facilities:

- 6 pump stations
- 6 regional detention basins
- 254 miles of drainage pipes
- 7740 drainage inlets
- 4370 manholes
- 70 acres of creek channels and tributaries

The Stormwater Utility 1 Fee (SWU1) was created in 1995 in order to provide for the safety of the residents of the City, protect property in the City from the damage associated with flooding, and meet the requirements of the NPDES permit. It is necessary to design, construct, operate, maintain, improve and replace storm drainage facilities which collect storm and surface water runoff and convey and treat such runoff in a safe manner. It is also necessary to inspect, monitor, and take enforcement action related to illegal dumping, trash, and illicit discharges into the City's storm drain system.

The City of Rancho Cordova has over \$50 million in deferred maintenance, including outdated pump stations, local flooding, and damaged and aging infrastructure. Delay in addressing deferred maintenance will result in a growing maintenance backlog and an increased need to reactively address emergency conditions. Furthermore, the effort needed to comply with state and federal regulations continues to grow.

DISCUSSION

The SWU1 revenue is not adequate to support the City's stormwater enterprise and, as a result, the stormwater utility fund has a growing deficit. In addition, inadequate revenues generated by the current SWU1 fee have necessitated the deferral of capital improvements to the storm drain system. Staff recommends an increase to the SWU1 fee to provide adequate funding for maintenance and capital improvements of stormwater infrastructure, addressing deferred maintenance, staying in compliance with state and federal regulations, and reducing the potential for future flooding.

A "Rate Analysis Report" was prepared by Harris & Associates and found that revenue generated by the current rate is not adequate to support the City's stormwater enterprise ([Attachment 2](#)). The analysis completed by the City found that the annual costs to maintain, replace, and improve the stormwater infrastructure in the SWU1 area is \$8.9 million per year. The current SWU1 fee collects about \$3.5-\$4 million per year, a shortfall of approximately \$5 million per year. Increasing the rate would close this gap and allow the City to provide a higher level of service to address deferred maintenance, decrease the potential for flooding, and comply with growing federal and state regulations. In addition, attached is a boundary map ([Attachment 3](#)) that depicts the boundaries of the SWU1 Fee area.

In tonight's action, staff will present multiple options for the proposed fee increase for City Council's consideration. Staff is also seeking City Council approval of a resolution to designate a time and place for hearing protests in connection with the proposed SWU1 Fee increase (December 18, 2023) and authorizing the City Clerk's office to give notice of the above-described protest hearing. [Attachment 4](#) includes a sample protest hearing notice.

Sample fee calculations for various land uses based on a proposed annual rate of \$156.79/SFR, are summarized in the following table:

Land Use Description	Total Area (Acres)	Impervious Area (Acre)	DMUs	Existing Annual Fee	Sample Annual Fee
LDR1 parcels 0.167 acres or Less	0.16	--	1.000	\$70.09	\$156.79
LDR2 parcels greater than 0.167 but less than or equal to 0.250 acres	0.22	--	1.100	\$77.10	\$172.47
LDR3 parcels greater than 0.250 but less than or equal to 0.333 acres	0.30	--	1.175	\$82.36	\$184.23
LDR4 parcels greater than 0.333 but less than or equal to 0.500 acres	0.40	--	1.250	\$87.61	\$195.99
LDR5 parcels greater than 0.500 acres	1.00	--	1.563	\$109.52	\$244.98
Medium Density Residential 10 - 18 DU/AC	5.00	3.75	43.750	\$3,066.44	\$6,859.50
High Density Residential Greater than 18 DU/AC	5.00	3.75	46.875	\$3,285.47	\$7,349.47
Office	1.00	0.75	9.375	\$657.09	\$1,469.89
Commercial	1.00	0.70	8.750	\$613.29	\$1,371.90
Industrial	1.00	0.80	10.000	\$700.90	\$1,567.89
Private Recreation	1.00	0.25	3.125	\$219.03	\$489.96
Parks/Greenbelts	2.00	0.25	6.250	\$438.06	\$979.93
Public/Quasi Public	2.00	0.25	6.250	\$438.06	\$979.93

FISCAL IMPACT AND FUNDING SOURCE

The proposed action would have no impact on the City's General Fund.

ATTACHMENT(S)

1. Resolution
2. Preliminary Stormwater Utility 1 Rate and Analysis Report
3. Drainage Districts Map
4. Sample Protest Hearing Notice
5. SWU I Rate Increase Presentation

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2023

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA, DESIGNATING A TIME AND PLACE FOR HEARING PROTESTS IN CONNECTION WITH A PROPOSED STORMWATER UTILITY 1 FEE INCREASE, APPROVING PROCEDURES IN CONNECTION THEREWITH AND TAKING CERTAIN OTHER ACTIONS

WHEREAS, the Rancho Cordova City Council is considering a proposal to increase the annual Stormwater Utility 1 Fee ("SWU 1") (the "Stormwater Utility Fee 1") for services and facilities furnished by the City in connection with its storm drain and flood protection system; and

WHEREAS, this Council has caused a written report entitled, "Rate Analysis Report (Stormwater Utility Fee 1)," dated August 2023, (the "Written Report") to be prepared by Harris & Associates and filed with the City Clerk containing a description of each parcel of real property within the City to which the Stormwater Utility Fee 1 is applicable (collectively, the "Identified Parcels") and the amount of the proposed increase for Stormwater Utility Fee 1 for each such Identified Parcel for Fiscal Year 2024-25. The Written Report is on file in the office of the City Clerk and is available for public review; and

WHEREAS, Article XIII D of the California Constitution and the Proposition 218 Omnibus Implementation Act (Government Code Section 53750, et seq.) (the "Implementation Act") imposes certain procedural and substantive requirements relating to the increase of property-related fees and charges (as defined in Article XIII D), such as the proposed increase to Stormwater Utility Fee 1, including the requirement to conduct a protest hearing and balloting for consideration of the proposed increase to Stormwater Utility Fee 1. In accordance with Article XIII D and the Implementation Act, the City Council hereby approves the "Procedures for the Conduct of a Protest Hearing and Balloting Relating to a proposed increase to Stormwater Utility Fee 1" as set forth in Exhibit A, attached hereto and incorporated herein by reference (the "Procedures").

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

1. The foregoing recitals are true and correct.
2. Notice is hereby given that the City Council designates Monday, December 18, 2023, at the hour of 5:30 p.m. or as soon thereafter as the matter may be heard, in the Council Chambers, City Hall, 2729 Prospect Park Drive, Rancho Cordova, California, as the time and place for a protest hearing on the above-described written report and protests or objections to the proposed increase of the Stormwater Utility Fee 1.

At the above-described public hearing, all interested persons shall be afforded the opportunity to hear and be heard, and the City Council shall consider all protests against the increase to the Stormwater Utility Fee 1. If written protests against the increase in the Stormwater Utility Fee 1 are presented by a majority of owners of the Identified Parcels, the City shall not impose the increase to the Stormwater Utility Fee 1. In the absence of a majority protest, the City Council may submit the increase to the Stormwater Utility Fee 1 to a vote of the property owners in accordance with Article XIII D of the California Constitution.

ITEM 12.3.

ATTACHMENT 1

3. The City Clerk is hereby authorized and directed to give notice of the above-described protest hearing in accordance with law and the Procedures.
4. Reference is hereby made to the Written Report described in Section 2 hereof, which is on file in the office of the City Clerk, for a full and detailed description of the proposed increase to the Stormwater Utility Fee 1 upon parcels of land within the City.
5. The City Council hereby designates Dalia Fadl, Principal Engineer, telephone number, (916) 851-8718 to answer inquiries regarding the public hearing, protest proceedings and procedural or technical matters.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova this 16th day of October 2023 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Linda Budge, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk

EXHIBIT "A"

**PROCEDURES FOR THE CONDUCT OF A
PROTEST HEARING AND VOTE RELATING TO A PROPOSED
INCREASE TO THE STORMWATER UTILITY FEE 1**

The following Procedures have been adopted by the City Council of the City of Rancho Cordova for the purpose of conducting a protest hearing required by Article XIII D of the California Constitution for consideration of the proposed increase to the Stormwater Utility Fee 1 (the "Stormwater Utility Fee 1").

TABLE OF CONTENTS

A. Written Report	Page 1
B. Notice of the Protest Hearing on the Proposed Increase to the Stormwater Utility Fee 1	Page 1
C. Eligibility to File a Protest	Page 2
D. Submission of Written Protests	Page 3
E. Conduct of the Public Hearing; Determination of A Majority Protest	Page 3
F. Conduct Property Owner Vote; Determination of a Majority Protest	Page 4

A. Written Report

The City shall cause to be prepared a written report ("Written Report"), which shall contain a list of all parcels to which the proposed increase to the Stormwater Utility Fee 1 will apply (the "Identified Parcels") and the amount of the proposed increase for each Identified Parcel for Fiscal Year 2024-25.

The Written Report shall be placed on file in the office of the City Clerk prior to the mailing of the Notice of Public Hearing on the Proposed Stormwater Utility Fee 1 and shall remain available for public inspection.

B. Notice of the Protest Hearing on the Proposed Stormwater Utility Fee 1

Notice of the protest hearing on the proposed increase to the Stormwater Utility Fee 1 shall be sent, postage prepaid, by first class mail at least forty-five (45) days prior to the date set for the protest hearing to the Record Owner of each Identified Parcel. The forty-five (45) day requirement may be waived with the unanimous consent of the property owners.

"Record Owner" means the owner of an Identified Parcel whose name and address appears on the last Sacramento County equalized secured property tax assessment roll (the "Assessment Roll"), or in the case of any public entity, the State of California, or the United States, means the representative of that public entity at the address of that entity known to the City.

Notices shall be mailed to the Record Owners of the Identified Parcels, addressed to the names and addresses as they appear on the Assessment Roll, and, in the case of any public entity, the State of California, or the United States, addressed to the public entity at the address of that entity known to the City. In addition, notices shall be mailed to owners of the Identified Parcels, addressed to the names and addresses known to the City Clerk, if different than shown on the Assessment Roll.

Each mailed notice shall contain all of the following:

- A reference to filing of the Written Report;
- A reference to the proposed ordinance imposing the proposed increase to the Stormwater Utility Fee 1;
- The amount of the proposed increase to the Stormwater Utility Fee 1 to be imposed upon the Identified Parcel covered by the notice;
- The basis upon which the amount of the proposed increase to the Stormwater Utility Fee 1 was calculated;
- The reason for the proposed increase to the Stormwater Utility Fee 1;
- The effect of a majority protest; and
- The date, time and location of a public hearing on the proposed increase to the Stormwater Utility Fee 1.

The City Clerk, or the designee of the City Clerk, may certify the proper mailing of notices by an affidavit, which shall constitute conclusive proof of mailing in the absence of fraud.

Failure of any person to receive notice shall not invalidate the proceedings.

Notice of the filing of the Written Report and the public hearing shall be published once a week for two successive weeks in the Grapevine Independent, with the first publication at least fourteen (14) days prior to the date of the public hearing, and with at least five (5) days intervening between the first and second publications.

C. Eligibility to File a Protest

The Assessment Roll shall be presumptive evidence of ownership of an Identified Parcel for protest purposes.

If the owner of any Identified Parcel is not shown on the Assessment Roll, such owner may file a protest for such parcel by filing with the City Clerk a proxy from the Record Owner in a form satisfactory to the City Attorney or evidence of ownership satisfactory to the City Attorney. Any such proxy or evidence must be received by the City Clerk prior to the conclusion of the public hearing.

When an Identified Parcel is held by a partnership, as community property, in joint tenancy, or as a tenancy in common, any partner, spouse, joint tenant, or tenant in common, as the case may be, may file a protest for such parcel.

An executor, administrator, or guardian may file a protest for an Identified Parcel on behalf of the estate it represents. If such representative is shown on the Assessment Roll as paying taxes and assessments levied against the parcel, that fact shall establish the right of such representative to file the protest. If such representative is not shown on the Assessment Roll, the representative must file with the City Clerk written documentation satisfactory to the City Attorney establishing the legal representation. Any such documentation must be filed with the City Clerk prior to the conclusion of the public hearing.

When an Identified Parcel is held by a corporation or unincorporated association, a protest may be filed by any person authorized in writing by the board of directors or trustees or other managing body thereof to take such actions. The corporation or unincorporated association must file with the City Clerk written authorization satisfactory to the City Attorney. Any such written authorization must be filed with the City Clerk prior to the conclusion of the public hearing.

D. Submission of Written Protests

Written protests may be mailed (via U.S. mail) to the City Clerk at City Hall or delivered in person to the City Clerk at City Hall or at the public hearing.

No protests delivered via e-mail will be counted for purposes of determining whether a majority protest exists, but the City Council may, in its discretion, consider such protests in making determinations regarding the Proposed Stormwater Utility Fee 1.

Each written protest must identify the property covered by the protest and be signed.

No protest received after the close of the public hearing shall be counted in determining the existence of a majority protest. The last pick up by the City Clerk of protests mailed or delivered to City Hall will occur at 4:30 p.m. on the date scheduled for the protest hearing. To ensure that protests which are mailed or delivered to City Hall are received by the City Clerk prior to the close of the protest hearing, such protests must be received by the City Clerk at City Hall prior to 4:30 p.m. on the date scheduled for the protest hearing. The City Clerk shall endorse on each written protest the date it is filed with the City. The City Clerk shall identify any protests which are received after the close of the protest hearing.

Written protests may be withdrawn in writing at any time before the conclusion of the protest hearing by the person who submitted the written protest.

For purposes of determining whether a majority protest exists, only one protest for each Identified Parcel will be counted.

All written protests shall be considered public records.

E. Conduct of the Protest Hearing; Determination of a Majority Protest

1. At the time, date and place fixed for the protest hearing, the City Council shall:
 - (i) Hear a staff presentation pertaining to the proposed increase to the Stormwater Utility Fee 1;

- (ii) Hear all persons interested in the matter of the proposed increase to the Stormwater Utility Fee 1; and
- (iii) Receive all written communications regarding the proposed increase to the Stormwater Utility Fee 1.
- 2. The protest hearing may be continued from time to time, as the City Council determines is necessary to complete its consideration of the proposed increase to the Stormwater Utility Fee 1.
- 3. If the City Council determines at the close of the protest hearing that written protests have been presented, and not withdrawn, by a majority of owners of the Identified Parcels (i.e., there is a majority protest), the proposed increase to the Stormwater Utility Fee 1 shall not be approved.
- 4. If the City Council determines at the close of the protest hearing that there is not a majority protest, the City Council may:
 - (i) Remedy and correct any clerical error in the Written Report or otherwise modify the Written Report; provided that any such modification or correction shall not result in an increase to the Stormwater Utility Fee 1 for any Identified Parcel which is greater than the amount shown in the notice of the protest hearing that was mailed to the Record Owner of the Identified Parcel;
 - (ii) Confirm the Written Report, as originally filed or as amended in accordance with subparagraph (i), above;
 - (iii) Adopt an Ordinance amending Chapter 15.11 of the Municipal Code related to the Stormwater Utility Fee 1, subject to voter approval; and
 - (iv) Adopt a resolution calling for a property owner vote regarding the proposed increase to the Stormwater Utility Fee 1.

F. Conduct Property Owner Vote; Determination of a Majority Consent

Pursuant to Government Code Section 53755.5(c), the proceedings described in this section shall not constitute an election or voting for purposes of Article II of the California Constitution or of the Elections Code.

An election on the proposed increase to the Stormwater Utility Fee 1 shall be sent, postage prepaid, by first class mail at least forty-five (45) days prior to the date set for the election to the Record Owner of each Identified Parcel. The forty-five (45) day requirement may be waived with the unanimous consent of the property owners.

Each mailed ballot shall contain all of the following:

- On the face of the envelope in which the notice of election and ballot are mailed, there shall appear in substantially the following form in no smaller than 16-point bold type: "OFFICIAL BALLOT ENCLOSED."
- The ballot shall include the agency's address for return of the ballot, the date and location where the ballots will be tabulated, and a place where the person returning it may indicate his or her name, a reasonable identification of the parcel, and his or her support or opposition to the proposed fee. The ballots shall be tabulated in a location accessible to

the public. The ballot shall be in a form that conceals its content once it is sealed by the person submitting it. The ballot shall remain sealed until the ballot tabulation commences.

No ballot received after the time of the ballot tabulation shall be counted in determining the existence of majority consent. The last pick up by the City Clerk of ballots mailed or delivered to City Hall will occur at 5:00 p.m. on one (1) business day preceding the date scheduled for the election. To ensure that ballots which are mailed or delivered to City Hall are received by the City Clerk prior to the commencement of the ballot tabulation, such ballots must be received by the City Clerk at City Hall prior to 5:00 p.m. on one (1) business day preceding the date scheduled for the ballot tabulation. The City Clerk shall endorse on each ballot the date it is filed with the City. The City Clerk shall identify any ballots which are received after the commencement of the ballot tabulation.

An impartial person designated by the City who does not have a vested interest in the outcome of the proposed fee shall tabulate the ballots submitted in support of or opposition to the proposed fee. An impartial person includes, but is not limited to, the City Clerk. If the City uses City personnel for the ballot tabulation, or if the City contracts with a vendor for the ballot tabulation and the vendor or its affiliates participated in the research, design, engineering, public education, or promotion of the fee, the ballots shall be unsealed and tabulated in public view to permit all interested persons to meaningfully monitor the accuracy of the tabulation process.

The ballot tabulation may be continued to a different time or different location accessible to the public, provided that the time and location are announced at the location at which the tabulation commenced and posted by the City in a location accessible to the public. The impartial person may use technological methods to tabulate the ballots, including, but not limited to, punch card or optically readable (bar-coded) ballots. During and after the tabulation, the ballots and, if applicable, the information used to determine the weight of each ballot, shall be treated as public records, subject to public disclosure and made available for inspection by any interested person. The ballots shall be preserved for a minimum of two years, after which they may be destroyed.

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

At the time, date and place fixed for the ballot tabulation, the City Council shall direct the City Clerk to commence the ballot tabulation.

If there is no majority approval, the Stormwater Utility Fee 1 shall not be imposed.

If majority approval exists, the City Council may impose the increase to the Stormwater Utility Fee 1 pursuant to the Ordinance.



Harris & Associates



STORM DRAIN RATE ANALYSIS REPORT

(STORMWATER UTILITY FEE 1)

CITY OF RANCHO CORDOVA

September 2023

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1.INTRODUCTION

The Stormwater Utility Fee 1 (“SWU 1”) was established by Sacramento County in 1995 to cover the cost for the maintenance and improvements of the City of Rancho Cordova’s storm drainage management system. In 2014, the City took ownership of the system from Sacramento County, and is now responsible for the operation and maintenance of the system. The SWU 1 did not include an annual cost escalator to keep up with the rate of maintenance and repairs, and as a consequence, the SWU 1 fee revenue is not adequate to support the City’s stormwater enterprise. In addition, inadequate revenues generated by the current SWU 1 fee have necessitated the deferral of capital improvements to the storm drain system. In order to continue to provide stormwater management services, the City of Rancho Cordova (City) is updating the Stormwater Utility Fee 1 to provide adequate funding for maintenance and capital improvements of stormwater infrastructure.

These fees would be levied per the California Health and Safety Code Section 5470 et seq. The City will use the Stormwater Utility Fee 1 to fund the operation and maintenance of the facilities needed to provide the appropriate facilities and control measures for Stormwater quality control.

The purpose of this Rate Analysis Report is to:

- Identify the improvements and maintenance that needs to be funded.
- Review the requirements of Article XIID of the State Constitution (Proposition 218), the Proposition 218 Omnibus Implementation Act (Government Code Section 53750 et. Seq.), and Health & Safety Code Section 5470 et. Seq. relating to requirements for apportioning the costs associated with the City’s stormwater runoff system.
- Analyze and recommend an appropriate rate structure and provide estimated rates based on cost data information provided by the City.

Note: The City’s Enhanced Stormwater Utility Fee 2 (“Enhanced SWU 2”) is not impacted by this update. Enhanced SWU 2 fees address the additional costs to the City for maintaining low impact design (LID) improvements. If a developer wishes to place their LID improvements in public right-of-way that will be maintained by the City, that development will be conditioned to provide an adequate funding mechanism to cover the annual cost of the LID improvement including, but not limited to, annexing into the City’s Enhanced Stormwater Utility Fee 2 district. If the development has private LID improvements, they may annex into the City’s SWU 1 or provide a City-approved alternate funding source.

Exhibit A includes a map of the City’s Drainage District Boundaries.

2.BACKGROUND INFORMATION

The Stormwater Utility Fee 1 (“SWU 1”) was established in 1995 as an initiative dedicated to managing stormwater effectively within Sacramento County. Notably, SWU 1 operates as an enterprise fund, ensuring its revenues and expenditures are segregated into a specific fund, exclusively designated for the stormwater program. It’s important to note there is no inflator or annual adjustment mechanism in place, which means the funding levels remain constant without periodic increases.

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

The responsibility for implementing various NPDES permits in the State of California has been delegated to the State Water Resources Control Board (SWRCB). The SWRCB administers NPDES authority through its nine Regional Boards. As an NPDES permittee, the City is required to prevent or minimize stormwater pollution within its jurisdiction. This includes overseeing the maintenance and operations of the City’s extensive stormwater assets encompassing 6 pump stations, 6 regional detention basins, 254 miles of drainage pipes, 7,7740 drainage inlets, and 4,370 manholes. Additionally, it includes managing 70 acres of creek channels and tributaries. Duties also entail coordinating routine maintenance and emergency response activities while prioritizing and addressing customer service requests. Furthermore, the role necessitates collaboration with regulatory agencies, notably the Department of Fish & Wildlife, to secure all required permitting.

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

Based on the City’s General Plan and current specific plan areas, Rancho Cordova is expected to develop as shown in Table 1 below.

TABLE 1 LAND USE

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

This development is expected to require significant stormwater drainage and flood control facilities. Based on the development area and improvements that were required in recent developments within the City of Rancho Cordova, Table 2 summarizes the improvements that are expected once development is complete.

TABLE 2 EXPECTED IMPROVEMENTS

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

Source: *Rate Analysis Report for the Stormwater Utility Fee For the City of Rancho Cordova*, August, 2014, prepared by Harris and Associates.

3. SERVICES FUNDED

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

1. Oversee all aspects of the City's stormwater assets, including routine Operation and Maintenance, repairs, stormwater response, and weed abatement.
2. Respond to and investigate incidents of illicit discharges and illegal connections to the storm drain system.
3. Periodically inspect facilities for proper handling of materials, chemicals, pollutants, garbage, waste, and debris and prevent any discharges to the storm drain system.
4. Regularly clean and maintain catch basins, the flowline, and storm drainage facilities.
5. Installation and maintenance of water quality devices required to keep pollutants out of the storm drain system.
6. Discourage illegal dumping or discharge of pollutants into the storm drain system by stenciling all City-owned catch basins with a "No Dumping" message.
7. Augment public education and outreach programs in regards to the proper use and function of the storm drainage system and the receiving waters.
8. Develop programs to promote, publicize, and facilitate public reporting of illicit discharges to the storm drain system.
9. Encourage the proper disposal of household hazardous waste (HHW) to prevent the improper disposal to the storm drain system or to the sewersystem.
10. Discourage the improper disposal of litter, garden clippings, leaves, and pet waste into the street or the storm drain system.
11. Capital replacement of storm drainage, flood control improvements and bioretention improvements at the end of the expected useful life for such improvements.
12. Administration and oversight of the requirements set forth in the NPDES permit to City departments, developments, and local agencies.

4. PROPOSITION 218 REQUIREMENTS

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

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

There have been a number of court cases related to property-related fees in the last few years; however, they have focused on water rates or groundwater charges. The only substantive part of these cases that related to storm water fees is the requirement that the fees be based on the cost of service, that they must be proportional to the service received, and that ballots are not secret ballots. The City’s current rate structure complies with this requirement as does the new fee methodology recommended in this report.

5. RATE STRUCTURE ANALYSIS

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

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

and

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

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

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

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

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

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

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

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

Residential Parcels

The City of Rancho Cordova General Plan Residential categories include Estate Residential (0.51 to 2.0 dwelling units per acre), Low Density Residential (2.1 to 6.0 dwelling units per acre), Medium Density Residential (6.1 to 18.0 dwelling units per acre) and High Density Residential (18.1 to 14.0 dwelling units per acre).

Estate and Low Density Residential Parcels

As a residential property increases in size over the median parcel size, the typical percentage of impervious area decreases, as shown in Exhibit B. Conversely, as a residential parcel decreases in size below the median parcel size, the typical percentage of impervious area increases, and such increase is typically proportional to the decrease in size. For purposes of this analysis, Estate Residential is combined with Low Density Residential, and are separated into five (5) groups. The median parcel area for each group was used and their DMUs are calculated as follows:

Estate & Low Density Residential Category	DMU/ Formula
LDR1 – Parcels 0.166 acres or less	1.000 DMU
LDR2 – Parcels greater than 0.167 but less than or equal to 0.250 acres	1.100 DMUs
LDR3 – Parcels greater than 0.250 but less than or equal to 0.333 acres	1.175 DMUs
LDR4 – Parcels greater than 0.333 but less than or equal to 0.500 acres	1.250 DMUs
LDR5 – Parcels greater than 0.500 acres	$1.250 + \frac{[(\text{acres} - 0.50) \times 5\%]}{0.0800} = \text{DMUs}$

Medium Density Residential Parcels

Per the City's Land Use Policy, Medium Density Residential parcels may contain 6.1 to 18.0 dwelling units per acre, and may contain single family residential and/or multi-family residential development. Typical percentage of impervious area is estimated as 70% of the parcel size. DMUs for Medium Density Residential parcels is calculated as follows:

Residential Category	Density	% Impervious
Medium Density	10 – 18 DU/Ac	70%

$$\frac{\text{Acreage} \times 70\% \text{ Impervious}}{0.0800} = \text{DMUs}$$

High Density Residential Parcels

Per the City's Land Use Policy, High Density Residential parcels may contain 18.1 to 40.0 dwelling units per acre, and typically contain multi-family residential development. Typical percentage of impervious area is estimated as 75% of the parcel size. DMUs for High Density Residential parcels is calculated as follows:

Residential Category	Density	% Impervious
High Density	Greater than 18 DU/Ac	75%

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

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

Non-Residential Parcels

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

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

SUMMARY

Based on the information available, all parcels draining into Rancho Cordova Stormwater Utility Fee-maintained drainage infrastructure are proposed to be charged the same user fee rate per DMU for stormwater management services. The Rancho Cordova Stormwater Utility Fee is proposed in perpetuity.

For the purposes of this report, City-maintained drainage infrastructure includes streets, basins, pipes, inlets, outlets, and natural drainage courses and bioretention areas. Parcels used for or related to stormwater management and right of way that contain City maintained drainage infrastructure are exempt from the runoff charge, as they are part of the infrastructure being funded. Also exempt from the runoff charge is Caltrans right-of-way, because Caltrans handles its own runoff under a separate NPDES permit.

Drainage units may be adjusted based on appeal from the property owner. See the Appeals Process below. Table 3, below, provides a preliminary summary of DMUs for the various land uses in Rancho Cordova.

TABLE 3 DRAINAGE MEASUREMENT UNIT SUMMARY

Land Use Description	Total Area (Acres)	Number of Units	Drainage Measurement per Unit	Impervious Area (Acre)	DM Units
Residential					
LDR1 parcels 0.166 acres or Less	1,205.70	9,442	1.000	--	9,442.00
LDR2 parcels 0.167 - 0.250 acres	1,425.28	7,448	1.100	--	8,192.80
LDR3 parcels 0.251 - 0.330 acres	165.22	591	1.175	--	694.42
LDR4 parcels 0.331 - 0.500 acres	43.00	114	1.250	--	142.50
LDR5 parcels greater than 0.500 acres	1,301.85	--	$1.250 + (\text{Acres} - 0.50 \times 5\%) / 0.0800$	--	1,102.17
Medium Density Residential 10 - 18 DU/AC	49.90	--	acreage x 70% / 0.08	34.93	393.32
High Density Residential Greater than 18 DU/AC	119.36	--	acreage x 75% / 0.08	89.52	1,053.16
Residential Total	4,310.32			124.45	21,020.38
Non-Residential					
Office	1,229.24	--	75%	921.93	11,531.17
Commercial	598.21	--	70%	418.75	5,234.32
Industrial	1,007.43	--	80%	805.94	9,900.31
Private Recreation	25.11	--	25%	6.28	78.48
Parks/Greenbelts	2,099.27	--	25%	524.82	6,568.16
Public/Quasi Public	265.81	--	25%	66.45	2,566.48
Non-Residential Total	5,225.08			2,744.17	35,878.93
Total Residential and Non-Residential	9,535.40			2,868.63	56,899.30

Notes

1. Total acres and total units based on Sacramento County Assessor's Parcel and Zoning data.
2. Impervious assumptions from City of Rancho Cordova Rate Analysis Report (Low Impact Development Stormwater Utility Fee), May 2022.
3. DM per unit assumptions from City's existing SWU I fee.

6.COST ESTIMATE

Capital Improvement Projects

Stormwater is conveyed through the City through a storm drainage system consisting of over 250 miles of underground pipes, 20 miles of open channels/creeks and six pump station. In 2014, the City took ownership of the system from Sacramento County, and is now responsible for the operation and maintenance of the system. In April 2021, a comprehensive master planning study of the system, the Stormwater Capital Improvement Program Master Plan (SCIPMP) was prepared by West Yost. The SCIPMP recommends improvement projects needed to address flooding and maintenance issues. Table 4 below summarizes the proposed flood control projects recommended in the SCIPMP and provides updated estimated costs for the capital improvement projects. These costs are anticipated to be collected over a fifteen (15) year period, approximately \$3,258,377.77 annually.

TABLE 4 ESTIMATED CAPITAL IMPROVEMENT PROJECTS COSTS

Project ID ¹	Priority	Project Description	Total Estimated Cost ^{2,3}	Total Estimated Cost (2023) ⁴
ARD4-1	High	Folsom Blvd Detention Basin and Sunrise Blvd Pipes Imp	\$ 3,072,000	\$ 3,495,833
CC-1	High	Mills Tower Pump Station and DS Pipe System Impr	\$ 24,558,000	\$ 27,946,184
MC3-2	High	School Property Detention Basin	\$ 3,132,000	\$ 3,564,111
CC-2	High	Don Juan Drive Improvements	\$ 2,430,000	\$ 2,765,259
MC3-3	Medium	Sunrise Blvd and Recycle Road Pipe Impr	\$ 1,114,000	\$ 1,267,695
MC3-4	Medium	Mechanical Dr and Recycle Rd Pipe Impr	\$ 1,322,000	\$ 1,504,392
ART2-1	Medium	Ellenwood Ave and Routier Rd Pipe Impr	\$ 1,032,000	\$ 1,174,382
MC3-1	Medium	White Rock Rd Underground Storage	\$ 4,496,000	\$ 5,116,298
ARD4-2	Low	Coloma Rd Pipe Impr	\$ 646,000	\$ 735,126
ART2-2	Low	Bradshaw Rd Pipe Impr	\$ 590,000	\$ 671,400
MC1-1	Low	International Dr at Data Dr Pipe Impr	\$ 558,000	\$ 634,985
			\$ 42,950,000	\$ 48,875,667

1 Source: Table 6-1, Stormwater Capital Improvement Program Master Plan, April 2021 prepared by West Yost

2 Does not include land acquisition costs

3 Based on December 2020 Engineering News Record 20 Cities CCI of 11,626

4 December 2020 costs escalated to April 2023 ENR 20 Cities CCI of 13,230

Infrastructure Maintenance Costs

Table 5 below shows the estimated costs for infrastructure maintenance. These costs are estimated yearly, based on assumed frequency of maintenance activities, at approximately \$3,327,896.51 annually.

TABLE 5 ESTIMATED INFRASTRUCTURE MAINTENANCE COSTS

Maintenance Item	Estimated Quantity	Unit	Frequency	Cost (\$/unit) ¹	Total Cost/Year
Trunk Lines (larger than 24") - TV Lines	220,284	LF	25 years	\$ 9.16	\$ 80,680.45
Drainage Lines 10"-24" Cleaning	573,695	LF	10 years	\$ 3.66	\$ 210,119.62
Drainage Lines 10"-24" TV	573,695	LF	25 years	\$ 9.16	\$ 210,119.62
Creek and Channel Maintenance and Repair ²	10,560	LF	1 year	\$ 0.92	\$ 9,669.17
Pipe Repairs ³	79,398	LF	1 year	\$ 0.54	\$ 42,812.23
Creeks and Channels Mowing	97	AC	1 year	\$ 8,342.51	\$ 808,970.67
Creeks and Channels Herbicides	97	AC	1 year	\$ 829.16	\$ 80,403.79
Basin Maintenance ⁴	1	LS	1 year	\$ 317,329.06	\$ 317,329.06
Rip Rap Inspection Annual Maintenance ⁵	2,000	Ton	1 year	\$ 14.24	\$ 28,486.62
Channel and Outfall Maintenance ⁶	1	LS	5 years	\$ 1,688,742.47	\$ 337,748.49
Storm Drain Lift Stations ⁷	1	LS	3 year	\$ 500,000.00	\$ 166,666.67
High Priority Maintenance Improvements ⁸	1	LS	25 years	\$ 152,259.93	\$ 6,090.40
Medium Priority Maintenance Improvements ⁸	1	LS	25 years	\$ 375,870.38	\$ 15,034.82
Low Priority Maintenance Improvements ⁸	1	LS	25 years	\$ 23,094,122.31	\$ 923,764.89
Annual Infrastructure Maintenance Cost Estimate for SWU 1:					\$ 3,237,896.51

1 Maintenance costs based on *Rate Analysis Report (Low Impact Development Stormwater Utility Fee)*, May 2022, prepared by Harris & Associates, [Table 4 Estimated Costs](#), escalated from May 2022 ENR 20 Cities of 13004 to April 2023 ENR 20 Cities CCI of 13,230, unless otherwise noted.

2 Assume 10.0% of frontage is maintained/repared annually (emergency maintenance repairs).

3 Assume 10.0% of conveyance system is maintained/repared annually (emergency maintenance/repairs).

4 Per Annual Maintenance Contract for Stormwater Facility Maintenance Services provided by City of Rancho Cordova, based on July 2021 ENR 20 Cities CCI of 12,238, escalated to April 2023 ENR 20 Cities CCI of 13,230.

5 Seven (7) Outfalls with Rip Rap, and misc Rip Rap.

6 Per *Stormwater Capital Improvement Program Master Plan, Final Report* April 2021, [Table 3-3 Recommended Maintenance Improvements For Channels and Outfalls and Estimated Cost](#), prepared by West Yost Associates, based on December 2020 ENR 20 Cities CCI of 11,626, escalated to April 2023 ENR 20 Cities CCI of 13,230.

7 Per Annual Maintenance Contract for On-call Stormwater Support Pump Station O&M Services and Infrastructure Maintenance Pump Station O&M Services, November 2022 to November 2025.

8 Per *Stormwater Capital Improvement Program Master Plan, Final Report* April 2021, [Table 6-7 Summary of Recommended Maintenance Improvements](#), prepared by West Yost Associates, based on December 2020 ENR 20 Cities CCI of 11,626, escalated to April 2023 ENR 20 Cities CCI of 13,230.

Infrastructure Replace Costs

Table 6 below shows the estimated costs for infrastructure replacement. Existing infrastructure was estimated from data extracted from the City's OpenData GIS within SWU 1 boundary. These costs are estimated yearly, based on assumed design life or frequency of replacement of the infrastructure, approximately \$2,095,220.55 annually.

TABLE 6 ESTIMATED INFRASTRUCTURE REPLACEMENT COSTS

Infrastructure Item	Estimated Quantity	Unit	Frequency	Cost (\$/unit) ¹	Total Cost/Year
48 inch manhole	3,535	EA	75 years	\$ 4,985.16	\$ 234,967.13
60 inch manhole	47	EA	75 years	\$ 7,325.13	\$ 4,590.42
72 inch manhole	12	EA	75 years	\$ 9,665.10	\$ 1,546.42
84 inch manhole	5	EA	75 years	\$ 12,005.08	\$ 800.34
96 inch manhole	6	EA	75 years	\$ 15,158.95	\$ 1,212.72
Inlets	5,101	EA	75 years	\$ 3,509.96	\$ 238,723.98
Erosion Control Rip Rap (7 outfalls)	2,000	TON	25 years	\$ 76.30	\$ 6,104.28
Misc. Concrete (outfall structures)	5	EA	100 years	\$ 7,500.00	\$ 375.00
Misc. Concrete (culverts)	5	EA	100 years	\$ 7,500.00	\$ 375.00
Misc. Concrete	2,000	CY	100 years	\$ 1,424.33	\$ 28,486.62
10" mains	85,170	EA	100 years	\$ 102.42	\$ 87,228.77
12" mains	181,202	EA	100 years	\$ 111.91	\$ 202,786.27
15" mains	90,459	EA	100 years	\$ 132.26	\$ 119,640.44
18" mains	98,246	EA	100 years	\$ 142.43	\$ 139,934.82
21" mains	38,636	EA	100 years	\$ 152.61	\$ 58,961.20
24" mains	79,982	EA	100 years	\$ 162.78	\$ 130,195.25
27" mains	19,347	EA	100 years	\$ 203.48	\$ 39,366.47
30" mains	46,767	EA	100 years	\$ 234.00	\$ 109,433.49
33" mains	2,347	EA	100 years	\$ 274.69	\$ 6,447.03
36" mains	45,867	EA	100 years	\$ 295.04	\$ 135,325.99
42" mains	25,270	EA	100 years	\$ 366.26	\$ 92,553.03
48" mains	26,845	EA	100 years	\$ 427.30	\$ 114,708.50
54" mains	19,335	EA	100 years	\$ 529.04	\$ 102,289.35
60" mains	16,848	EA	100 years	\$ 529.04	\$ 89,132.19
66" mains	7,752	EA	100 years	\$ 529.04	\$ 41,010.97
72" mains	7,283	EA	100 years	\$ 595.85	\$ 43,395.76
78" mains	1,521	EA	100 years	\$ 595.85	\$ 9,062.88
84" mains	1,102	EA	100 years	\$ 595.85	\$ 6,566.27
Storm Drain Lift Stations	5	EA	75 years	\$ 750,000.00	\$ 50,000.00
Annual Infrastructure Replacement Cost Estimate for SWU 1:					\$ 2,095,220.55

1 Replacement costs based on *Rate Analysis Report (Low Impact Development Stormwater Utility Fee)*, May 2022, prepared by Harris & Associates, [Table 4 Estimated Costs](#), escalated from May2022 ENR 20 Cities of 13004 to April 2023 ENR 20 Cities CCI of 13,230, unless otherwise noted.

2 The following infrastructure has been excluded from the Maintenance and Replacement cost estimates:

- Privately owned infrastructure
- Developer owned infrastructure
- State owned infrastructure
- County owned infrastructure
- Segments less than 10-inches in diameter
- Segments with no diameter provided

3 SDMHs with no size provided are assumed to be 48-in SDMHs

Total Costs

An annual County administration fee of \$0.30 per parcel is included in the program. An operating reserve equal to 10% of Operation and Maintenance costs is included, to provide the City with the means to address unexpected events and large unbudgeted expenses. The total costs, including annual administration fees and operating reserve are presented in Table 7 below.

TABLE 7 ESTIMATED TOTAL COSTS

Capital Improvement Projects in SWU 1 (15-years)	\$	3,258,377.77
Annual Infrastructure Maintenance Cost Estimate for SWU 1	\$	3,237,896.51
Annual Infrastructure Replacement Cost Estimate for SWU 1	\$	2,095,220.55
Total Annual CIP/Maintenance/Replacement Cost	\$	8,591,494.84
Annual Fee Administration (\$0.30 per parcel)	\$	5,991.60
Operating Reserve (10% of Maintenance Costs)	\$	323,789.65
Estimated Total	\$	8,921,276.09

Annual Escalator

An annual escalator is included to provide the City with the means to address continuing inflation and rising costs of goods and services. The storm drain utility fee shall be adjusted annually based on the increase in the Consumer Price Index, from December to December, during the preceding year, for All Urban Consumers All Items, for the San Francisco-Oakland-San Jose areas as published by the United States Department of Labor, Bureau of Labor Statistics. Should this index become unavailable, another comparable index shall be determined by Director of Public Works and approved by the City Council. The proposed annual escalator is consistent with the annual escalator that was incorporated with the City's Enhanced SWU II fee.

7. FEE CALCULATIONS

The estimated annual costs for the proposed storm drain improvements are \$8,921,276.09 as shown in Table 7 above. Dividing that by the total number of proposed DMU's in Rancho Cordova (56,899.30), the maximum estimated annual Stormwater Utility Fee rate is **\$156.79 per DMU** for the 2024-25 fiscal year. The maximum rate will be increased each subsequent Fiscal Year by the annual change in the Consumer Price Index (CPI) from December to December, during the preceding year, for All Urban Consumers, for the San Francisco-Oakland-San Jose areas, published by the United States Department of Labor, Bureau of Labor Statistics (or a reasonably equivalent index should the stated index be discontinued, as determined by the Director of Public Works).

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

Table 8 provides existing annual fee and proposed sample fee calculations for various land uses and parcel sizes.

TABLE 8 SAMPLE CALCULATIONS

Land Use Description	Total Area (Acres)	Impervious Area (Acre)	DMUs	Existing Annual Fee	Sample Annual Fee
LDR1 parcels 0.167 acres or Less	0.16	--	1.000	\$70.09	\$156.79
LDR2 parcels greater than 0.167 but less than or equal to 0.250 acres	0.22	--	1.100	\$77.10	\$172.47
LDR3 parcels greater than 0.250 but less than or equal to 0.333 acres	0.30	--	1.175	\$82.36	\$184.23
LDR4 parcels greater than 0.333 but less than or equal to 0.500 acres	0.40	--	1.250	\$87.61	\$195.99
LDR5 parcels greater than 0.500 acres	1.00	--	1.563	\$109.52	\$244.98
Medium Density Residential 10 - 18 DU/AC	5.00	3.75	43.750	\$3,066.44	\$6,859.50
High Density Residential Greater than 18 DU/AC	5.00	3.75	46.875	\$3,285.47	\$7,349.47
Office	1.00	0.75	9.375	\$657.09	\$1,469.89
Commercial	1.00	0.70	8.750	\$613.29	\$1,371.90
Industrial	1.00	0.80	10.000	\$700.90	\$1,567.89
Private Recreation	1.00	0.25	3.125	\$219.03	\$489.96
Parks/Greenbelts	2.00	0.25	6.250	\$438.06	\$979.93
Public/Quasi Public	2.00	0.25	6.250	\$438.06	\$979.93

The Preliminary Charge Roll, which is a listing of each parcel to be charged a fee and its proposed maximum fee for FY 2024-25, will be on file in the office of the CityClerk at a future date.

Appeals Process

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

1. Property owner must provide written documentation explaining the reason why the charge should be changed. This documentation must include:
 - a. The name, phone number, mailing address, and email address, if available, of the property owner.
 - b. The Assessor's Parcel Number (APN) of the property in question.
2. If additional documentation is required or insufficient documentation was submitted, a representative of the Department of Public Works (Staff) will notify the property owner in writing.
3. Once Staff has determined that sufficient documentation has been submitted, Staff will perform the initial review. Staff will notify the property owner in writing within four (4) weeks from the time sufficient documentation was submitted as to whether or not the fee amount will be changed.
 - a. If the determination is to change the fee amount, then the new fee amount will be documented within the City's fee database.
 - b. If the determination is that the fee should not be changed, the property owner can appeal Staff's decision to the Director of Public Works. The appeal must be made in writing and returned no later than four (4) weeks from the date of mailing of Staff's initial review decision. The Director of Public Works will notify the property owner in writing within four (4) weeks from the date of receipt of the appeal as to whether or not the fee amount will be changed.

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

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

Respectfully submitted:



Tamorah Bryant, PE
R.C.E No. C67205
Engineer of Work



EXHIBIT A

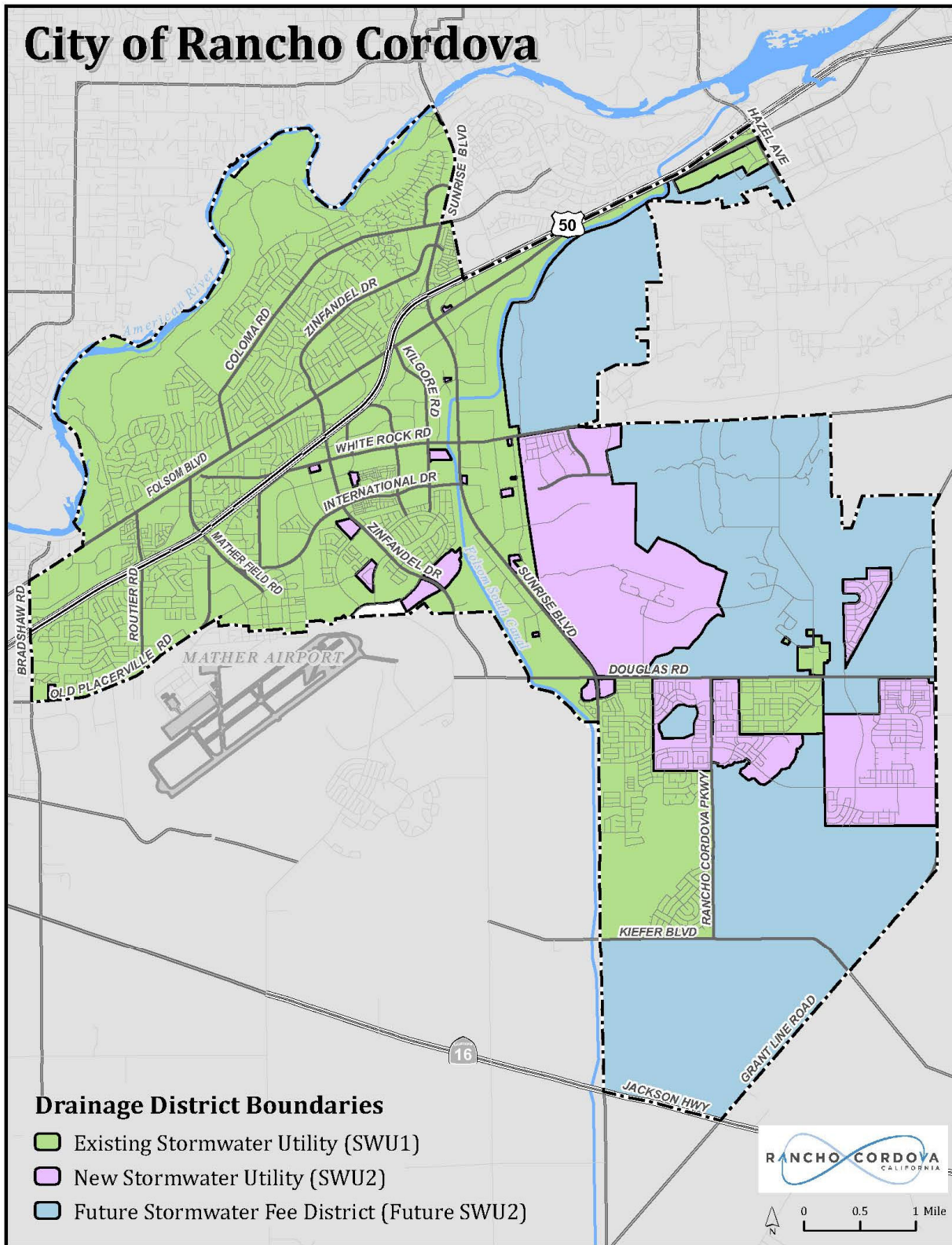


EXHIBIT B

Estimated Percent Impervious Based on Land Use

Land Use	Impervious ¹
Low Density Residential less than 0.167 acres	50%
Low Density Residential greater than 0.167 but less than or equal to 0.250 acres	40%
Low Density Residential greater than 0.250 acres but less than or equal to 0.333 acres	30%
Low Density Residential greater than 0.333 acres but less than or equal to 0.500 acres	25%
Low Density Residential greater than 0.500 acres (excluding the first 0.500 acres)	5%
Medium Density Residential	70%
High Density Residential (including Apartments and Mobile Home Parks)	75%
Condominiums	70%
Commercial Downtown Areas ²	80%
Commercial Neighborhood Areas	70%
Industrial	80%
Schools	50%
Parks	25%
Greenbelts	10%

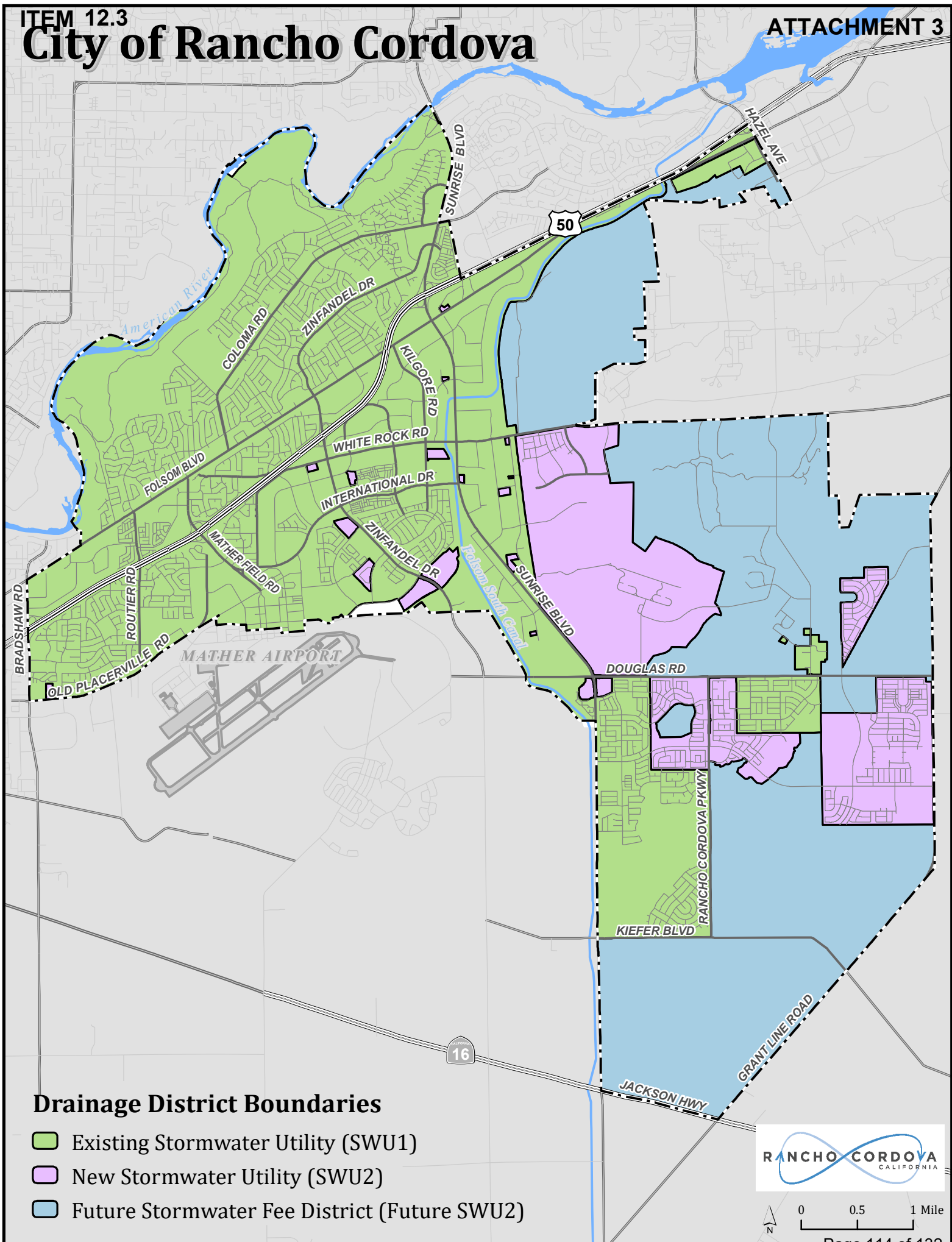
Footnotes:

¹ Estimated impervious percentages are consistent with the Rancho Cordova Rate Analysis Report (Low Impact Development Stormwater Utility Fee), May 2022, and the Rancho Cordova Storm Drainage Impact Fee Program, July 2020, with the exception of Commercial and Industrial impervious percentages, which were modified in the Impact Fee Program to account for Low Impact Development fixtures and Hydromodification Management Plan Requirements placed on new development.

² City of Rancho Cordova Municipal Code Chapter 15.

Sources:

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





October __, 2023

Dear City of Rancho Cordova Residential Stormwater Utility 1 Fee ("SWU 1") Customer:

**Notice of Protest Hearing on December 18, 2023, at 5:30 p.m.
Proposed Fee Increases for City of Rancho Cordova Stormwater Utility 1 Fee ("SWU 1")**

This notice contains information about proposed fee increases for City of Rancho Cordova Stormwater Utility 1 Fee ("SWU 1") scheduled for July 1, 2024, with subsequent annual increases corresponding with the All-Urban Consumers All Items, for the San Francisco-Oakland-San Jose areas as published by the United States Department of Labor, Bureau of Labor Statistics. State law allows property owners and customers of record to protest proposed fee increases for some municipal services, including the maintenance and improvements of the stormwater system. The proposed fee increases may not be implemented if the majority of the affected property owners or customers of record submits a written protest. This letter contains instructions on filing a written protest.

Why are Stormwater Utility 1 Fee ("SWU 1") proposed to increase?

The City of Rancho Cordova created a Stormwater Utility Fee to cover the cost for the maintenance and improvements of the stormwater system. However, the SWU 1 fee revenue is not adequate to support the City's stormwater enterprise and, as a result, the General Fund has had to contribute funds to cover the SWU 1 deficits. In addition, inadequate revenues generated by the current SWU 1 fee have necessitated the deferral of capital improvements to the storm drain system. In order to continue to provide stormwater management services, the City of Rancho Cordova is proposing an increase to the Stormwater Utility Fee to provide adequate funding for maintenance and capital improvements of stormwater infrastructure.

What are the proposed new fees?

The following table is a comparison of the proposed SWU 1 Fee to the existing SWU 1 Fee. For this analysis, a typical Single Family Residential (SFR) unit and a 40,000 square foot Commercial parcel were selected for comparison purposes. This is meant to be illustrative, not representative of all parcels. For non-residential land uses, the proposed fees will change with size and specific land use. The total estimated SWU 1 district costs, including annual administration fees and operating reserve will be \$8,921,276.

**Existing SWU 1 Fee:**

Unit Service Charge	\$0.001583	per square foot of impervious parcel area
Administrative Charge	\$0.30	per parcel per month
Single Family Residential (Typical)	\$5.84	monthly charge
	\$70.09	annually
Multi-Family and Non-Residential		
	40,000	square foot - sample commercial/office parcel
	\$50.96	monthly charge
	\$611.47	annually

Proposed SWU 1 Fee:

Unit Service Charge	\$0.003740	per square foot of impervious area
Administrative Charge	\$0.30	per parcel per month
Single Family Residential	\$13.07	monthly charge
	\$156.79	annually
Multi-Family and Non-Residential		
	40,000	square foot - sample commercial/office parcel
	\$119.98	monthly charge
	\$1,439.75	annually



Protest Hearing on Proposed Rate Increase

As required by State law, the Rancho Cordova City Council will conduct a protest hearing to receive public comment on the proposed fee increases on **Monday, December 18, 2023, at 5:30 p.m.** The location of the public hearing is the City Council Chambers in the Rancho Cordova City Hall located at 2729 Prospect Park Drive. Residential property owners and customers of record may appear in person or virtually at the protest hearing to comment on the proposed fee increases. For any questions or comments regarding this rate increase process, please contact Dalia Fadl at 916-851-8718 or Dfadl@cityofranhocordova.org.

Instructions on Submitting a Written Protest to the Proposed Fee Increase

A valid written protest must be submitted to the City Clerk to formally protest the proposed fee increases. Property owners or customers of record for SWU 1 may submit a written protest by mail or in-person to the City Clerk at 2729 Prospect Park Drive, Rancho Cordova, CA 95670. Protests must include the following information to be deemed valid:

1. A statement that the proposed fee increase is being protested.
2. Name of the property owner or customer of record submitting the protest.
3. The assessor's parcel number and/or street address of the parcel submitting the protest.
4. Original wet signature, date, and printed name of the property owner or customer of record submitting the protest.
5. A statement by the named property owner or customer of record affirming the contents of the protest are true and correct.

Additional Instructions

- The following page contains a protest form that you may complete, sign, and return to the City Clerk.
- Protests submitted by email, fax, or photocopy do not count as written protests.
- Only one written protest per identified parcel will be counted.
- The City Clerk's Office will tabulate the protests at the conclusion of the public hearing, and any member of the public may observe the tabulation.
- All protests are public records and will be retained by the City Clerk for a minimum of two years.

**Written Protest Form**

You may complete, sign, and submit this form to protest the proposed SWU 1 increase scheduled for July 1, 2024, with subsequent annual increases corresponding with the All-Urban Consumers All Items, for the San Francisco-Oakland-San Jose areas as published by the United States Department of Labor, Bureau of Labor Statistics. Please either mail or hand-deliver this form to the following address:

Rate Protest / Office of the City Clerk
Rancho Cordova City Hall
2729 Prospect Park Drive
Rancho Cordova, CA 95670

This form must be received by the City Clerk at 2729 Prospect Park Drive, Rancho Cordova, CA 95670 prior to the close of the protest hearing, which begins at **5:30 p.m. on December 18, 2023** in the City Council Chambers at Rancho Cordova City Hall. Protests submitted by email, fax or photocopy do not count as formal written protests.

1. Your Name (please print legibly):

2. I am the:

_____ Property Owner

3. Assessor's Parcel Number and/or Street Address

4. I hereby protest the proposed July 1, 2024, fee increases. (Please initial) _____

5. By signing below, I certify that the contents of this protest are true and correct:

Original Wet Signature

Date

ITEM 12.3.



ATTACHMENT 5



Stormwater Utility Rate Assessment

October 16, 2023

PRESENTATION OVERVIEW

Background on completed steps and funding needs.

Direct staff to move forward with the proposed stormwater utility rate and Proposition 218 process, to increase level of service and address funding shortfall.

Next steps if the resolution is approved

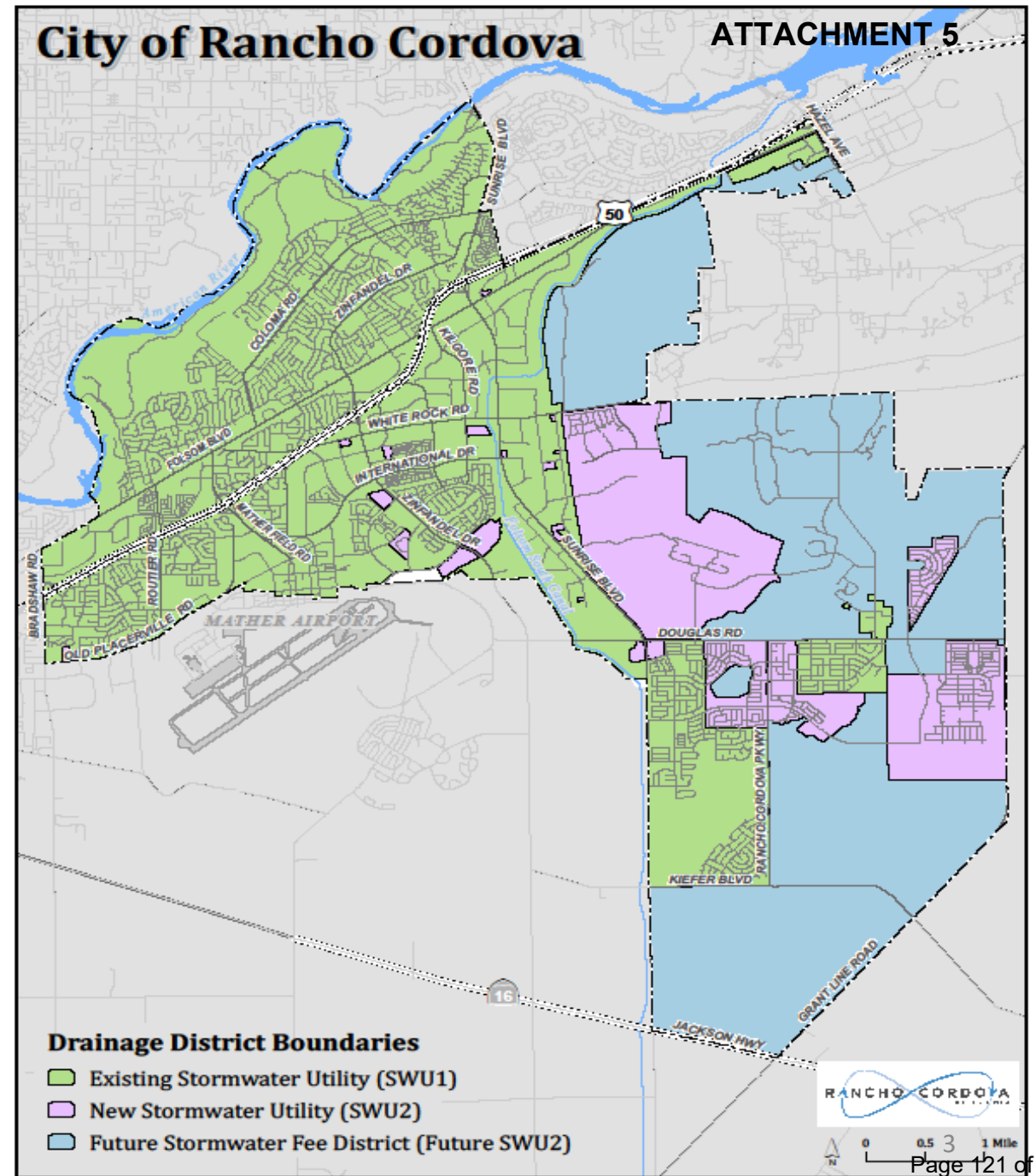


Background

Stormwater Utility I (SWUI)



- SWUI established in 1995 by Sacramento County.
- SWU is an enterprise fund- revenues and expenditures are segregated into a fund. Can only be used for stormwater program.
- No inflator/annual adjustment.
- MAP of SWUI & SWUII



COMPLETED STEPS

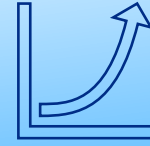


- Staff presented to City Council in the May 23, 2023, budget workshop and received direction to move forward with rate assessment.
- Staff worked with Harris & Associates to develop a rate analysis report and develop recommendations for a fee increase.
- Identified \$8.9 million per year funding need. The current rate collects \$3.5-\$4 million per year, which leaves a shortfall of ~\$5 million per year.
- Staff presented to City Council in the October 2, 2023, meeting to discuss process and proposed rate assessment.

Outreach:

- Mailer to 20,000 residents about the workshops.
- City held two public workshops. In person workshop on September 14, 2023, and a virtual workshop on September 19, 2023.
- Slides and presentation recording posted on the website.
- Additional outreach at City pop-up events.
 - [October 5, 2023, Good Neighbor Day](#)

PURPOSE- FUNDING NEEDS



- **Safety improvements:**
 - Alleviate local flooding.
 - Storm Response.
- **Increasing Cost:**
 - Aging facilities- growing costs because of deferred maintenance and repairs.
 - Increased regulatory compliance requirements- FEMA, State Water Board.
- **Meeting Community Needs:**
 - Expedited response to resident complaints and community needs.
 - Need for robust outreach to community and business owners.
 - Need for capacity Improvements.



RESULTS OF NOT INCREASING THE FEE

- \$50 Million in identified improvements (masterplan) will grow.
- \$70 Million in replacement cost will grow.
- Level of service will be impacted.
- Ability to react to extreme storm events/ atmospheric rivers will be impacted.
- Reactive program vs. long term planning. Challenging for multi-year planning
- Reduces resources to comply with state and federal regulations.

Fee Development

- **Fee Components:**
 - Annual operations and maintenance costs.
 - Capital improvements cost for projects in the masterplan.
 - Administrative cost.
 - Replacement cost- based on 75-100 yrs. Frequency. Could see replacement cost sooner based on facility conditions.
 - Annual inflator.
- Fee does **not** include unforeseen/emergency replacement cost: \$70M based on facilities built starting 1960s.



Single Family Residential

Stormwater Utility Rate	SWUI (Current)	SWUI 15-YR CIP	SWUI 25-YR CIP	SWUI 40-YR CIP
Annual	\$70.08	\$156.79	\$133.88	\$121.00
Monthly	\$5.84	\$13.07	\$11.16	\$10.08
% increase	0%	124%	91%	73%

Implement over a 2-step process.
Ballot approval still required for full amount.

Commercial Rate Per Acre

Stormwater Utility Rate	SWUI (Current)	SWUI 15-YR CIP	SWUI 25-YR CIP	SWUI 40-YR CIP
Annual	\$613.29	\$1,439.75	\$1,229.41	\$1,111.09
Monthly	\$51.11	\$119.98	\$102.45	\$92.59
% increase	0%	135%	101%	82%

Longer timeline means:

- It will take 25-40 years to complete critical stormwater infrastructure projects.
- More facilities will require replacement/repair during this time.
- Local flooding issues will persist, impacting residents and businesses.
- Adaptability to climate change and extreme storm events will be slow.

IF WE HAD AN INFLATOR ALL ALONG...

CA Department of Industrial Relations

Office of the Director / Consumer Price Index Calculator

Consumer Price Index Calculator

1. Select an Index

San Francisco Bay

2. Select index type

All Urban Consumers

3. Select beginning month

June

4. Select beginning year

1995

5. Select ending month

June

6. Select ending year

2023

Beginning Index Value

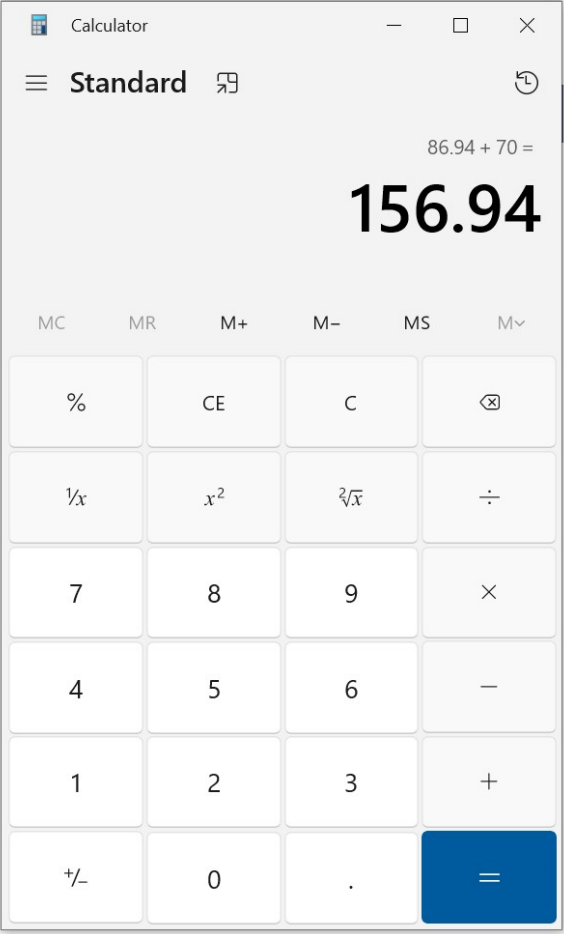
151.7

Ending Index Value

340.056

Based upon the Index, index type, and the time period you have specified, the percent change in the Consumer Price Index is equal to:

124.2%



RATE COMPARISON - ANNUAL SFR



- RC SWU I Rate: \$70.08
- **RC SWU I Rate (proposed): \$121.00-\$156.79**
- RC SWU II Rate: \$150.42
- City of Citrus Heights: \$70.08
- City of Davis Rate: \$122.76
- City of Elk Grove: \$246.84
- City of Folsom: General Fund
- City of Sacramento: \$200

STORMWATER UTILITY RATE INCREASE

Prop 218 Process Schedule



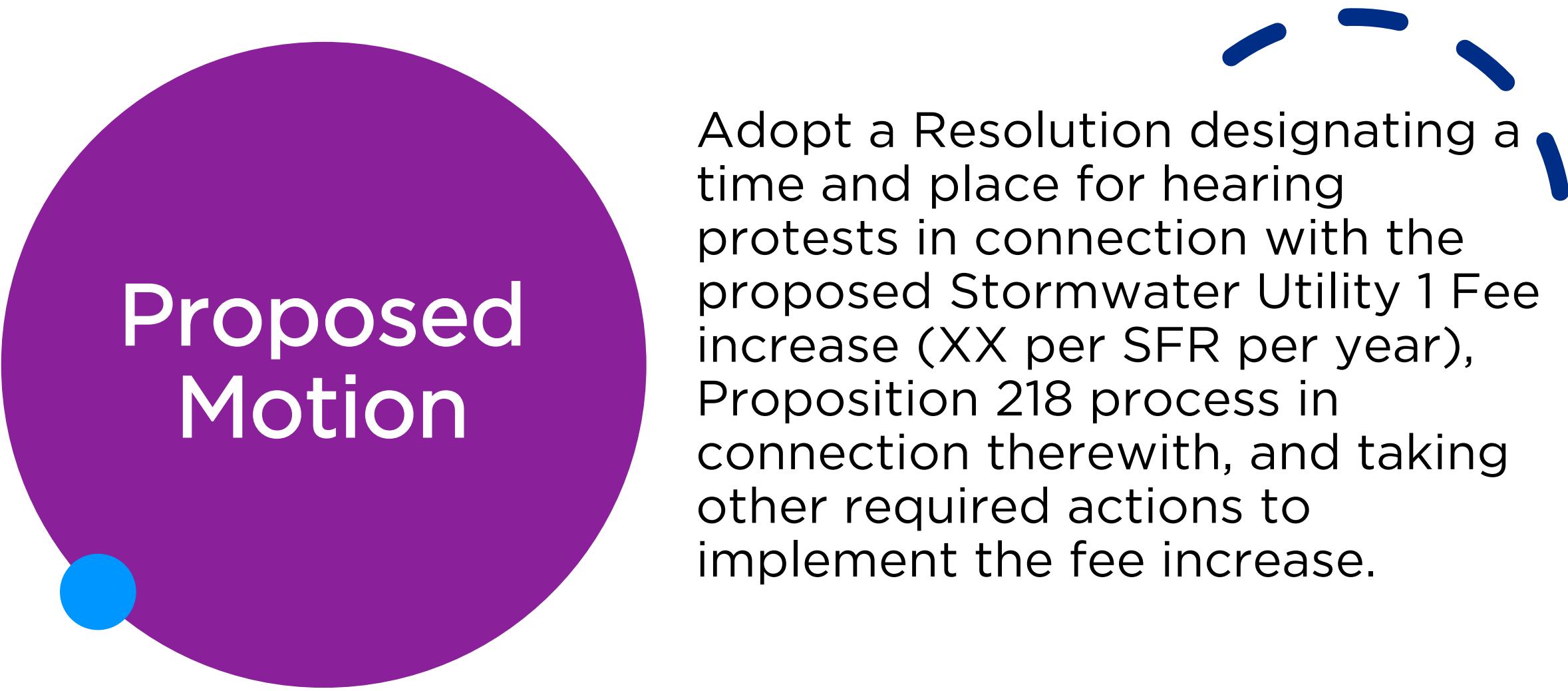


Recommended Action

- **Recommended Fee Rate: \$156.79**
 - Alternative: implement over a 2-step process. Ballot approval still required for full amount.
- **Other Rate Options:**
 - 25-YR CIP Rate: \$133.88
 - 40-YR CIP Rate: \$121.00
- Above rates do not address full replacement cost. Grants, alternative funding required to close gap.

Next Steps

- Direct staff to move forward with the proposed stormwater utility rate and Proposition 218 process, to increase level of service and address funding shortfall.
 - *Decision whether to implement the rate will be voted on by the citizens.*
- Adopt a Resolution designating a time and place for hearing protests in connection with the proposed Stormwater Utility 1 Fee increase- December 18.
- Authorize City Clerk's office to give notice of the above-described protest hearing.
- Mail protest notices to property owners.
- Protest hearing- [December 18, 2023](#).
 - If majority protest is not received, authorize mailing of ballots.
- Mail ballots to property owners.
- Public Hearing- ballot tabulation [February 2024](#). Must receive more than 50% approval vote of those that cast ballots to pass.
- If over 50% approval is received, Apply new rate- [July 2024](#).



Proposed Motion

Adopt a Resolution designating a time and place for hearing protests in connection with the proposed Stormwater Utility 1 Fee increase (XX per SFR per year), Proposition 218 process in connection therewith, and taking other required actions to implement the fee increase.