

CITY OF RANCHO CORDOVA



CITY COUNCIL MEETING

Monday, October 6, 2025

4:00 PM Special Meeting

American River Room

5:30 PM – Regular Meeting

David B. Roberts Council Chambers

City Hall

2729 Prospect Park Drive, Rancho Cordova

How to Observe or Listen to the Meeting:

- Online via Zoom: <https://cityofranhocordova.zoom.us/j/81630466928>
- Webinar ID: 816 3046 6928
- By phone: +1 669 900 6833 or +1 253 215 8782
- Webinar ID: 816 3046 6928

Public Comment

Members of the public who wish to address the City Council may do so in person during the meeting by completing and submitting a Speaker Card to the City Clerk.

Members of the public who wish to provide public comment via email will need to submit comments to CityClerk@cityofranhocordova.org no later than 2:00 p.m. on Monday, October 6, 2025. 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.

If you have questions related to the City Council Meeting, please contact the City Clerk's Office at (916) 851-8720 before Monday, October 6, 2025, at 2:00 p.m.

AMENDED AGENDA

1. SPECIAL MEETING - CALL TO ORDER/ROLL CALL

Council Members Linda Budge, Garrett Gatewood, Joe Little, David Sander, and Mayor Siri Pulipati

2. PUBLIC COMMENT

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

3. SPECIAL MEETING

- 3.1. **Subject:** Discussion and Update on Public School Educational Opportunities and the Future of Education in Rancho Cordova.

Recommendation: Receive an update on the education opportunities in Rancho Cordova and provide direction.

4. ADJOURNMENT OF SPECIAL MEETING

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

5. REGULAR MEETING - CALL TO ORDER/ROLL CALL

Council Members Linda Budge, Garrett Gatewood, Joe Little, David Sander, and Mayor Siri Pulipati

6. METRO CABLE TV TELEVISION ANNOUNCEMENT

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

7. PLEDGE OF ALLEGIANCE

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

8. INVOCATION

Jasvi Patel and Prapti Patel with BAPS will give the invocation.

9. PRESENTATIONS

- 9.1. Presentation of Proclamation Recognizing Hindu Heritage Month and the Festival of Diwali.

- 9.2. Introduction of New Employees Jordan Townsend, Code Enforcement Officer I, by Brittany Mariscal, Code Enforcement Supervisor, Lucas McElwee, Neighborhood Services Technician II, by April Stevenson, Management Analyst I, and Tasha Toy, Neighborhood Services Technician II by Russell Ducharme, Neighborhood Services Manager.

10. PUBLIC COMMENT

Members of the public wishing to address the Council for any matter not on the agenda may do so at this time by completing and submitting a Speaker Card to the City Clerk.

For items on the agenda, speakers will be called by the Mayor at the point on the agenda when the item will be heard. Speakers are encouraged to keep comments to three minutes or

less and to state name and community of residence.

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

11. COUNCIL REPORTS

12. CITY MANAGER'S REPORT

13. CONSENT CALENDAR ITEMS - ROLL CALL VOTE

- 13.1. **Subject:** Meeting Minutes from the Regular City Council Meeting of September 15, 2025, and the Special City Council Meeting of September 23, 2025.

Recommendation: Adopt the minutes.

- 13.2. **Subject:** A Resolution Authorizing the City Manager to Execute Contract Amendment No. 2025-83-1 with Bennett Engineering Services, Inc. to Increase the Contract Amount from \$132,324.00 to an Amount not to Exceed \$164,244.00 for Professional Engineering Services on the Highway Safety Improvement Project (HSIP) Cycle 12 Traffic Signals Enhancements Project.

Recommendation: Adopt the Resolution.

- 13.3. **Subject:** A Resolution Authorizing the City Manager to Execute Contract Amendment No. 2024-39-1 with Tetra Tech, Inc. to Extend the Contract Term and Increase the Contract Amount from \$738,900.68 to an Amount not to Exceed \$1,104,041.33 for the Environmental Engineering Services for the Soil Remediation Project Construction at 10153-10179 Folsom Boulevard.

Recommendation: Adopt the Resolution.

- 13.4. **Subject:** A Resolution Authorizing the City Manager to Execute Contract Amendment No. 2025-6-1 with NORR Associates, Inc. to Increase the Contract Amount from \$90,800 to an Amount not to Exceed \$120,400 for the City Hall First Floor Tenant Improvement Project Architectural Design, Fire Sprinkler and Alarm Drawings.

Recommendation: Adopt the Resolution.

- 13.5. **Subject:** A Resolution Authorizing the City Manager to Execute an Agreement with Ascent Environmental, Inc. for a Mixed-Use & Multi-family Housing Study in an Amount Not to Exceed \$185,000.

Recommendation: Adopt the Resolution.

- 13.6. **Subject:** A Resolution Approving a New Public Road Connection at Rancho Cordova Parkway to U.S. Route 50 between Postmile 12.5 and Postmile 15.8 for the Rancho Cordova Parkway Interchange Project.

Recommendation: Adopt the Resolution.

- 13.7. **Subject:** A Resolution Authorizing the City Manager to Execute Contract Amendment No. 2021-336-5 with Dewberry Engineers Inc. to Increase the Contract Amount by \$164,319.63 to an Amount not to Exceed \$344,020.60 for Professional Engineering Services on the Mather Field Road Enhancements Phase 2 Project.

Recommendation: Adopt the Resolution.

- 13.8. **Subject:** A Resolution to Approve the Execution of a Fiscal Year 2024 Community Project Funding Grant Agreement with the United States Department of Housing and Urban Development to Receive Grant Funds in the Amount of \$1,000,000 for the Mather Veterans Village Phase 4 Project.

Recommendation: Adopt the Resolution.

14. CONSENT PUBLIC HEARING ITEMS - ROLL CALL VOTE

15. PUBLIC HEARING ITEMS

- 15.1. **Subject:** Fite Circle Digital Billboard Sign - Zoning Text Amendment, Conditional Use Permit, Minor Design Review and Operating Agreement (Mitigated Negative Declaration Prepared Pursuant to Article 6 of the California Environmental Quality Act) - Project No. PLND-1124-0113-3127 Fite Circle; APN: 077-0330-039-0000.

Recommendation: Certify the Initial Study/Mitigated Negative Declaration that was prepared and circulated pursuant to the California Environmental Quality Act (CEQA) and adopt the Mitigation Monitoring and Reporting Program (MMRP), waive the first reading and introduce the Ordinance for the Digital Freeway Sign Overlay zoning text amendment for Section 23.743.150; adopt the Resolution for the Fite Circle Digital Billboard Sign Zoning Text Amendment, Conditional Use Permit and Minor Design Review; and approve the Fite Circle Digital Billboard Sign Operating Agreement.

16. REGULAR CALENDAR ITEMS

- 16.1. **Subject:** Presentation of the Proposed Sacramento County Homeless & Housing Partnership Model.

Recommendation: Receive presentation, provide comments and feedback.

- 16.2. **Subject:** Presentation from Cordova Community Council Foundation on Fiscal Year 2024-25 Outcomes and Accomplishments and a Resolution Authorizing the City Manager to Execute the Fourth Restated Grant Agreement with the Cordova Community Council Foundation.

Recommendation: Receive information and adopt the Resolution.

- 16.3. **Subject:** Discussion and Possible Adoption of a Resolution Adopting a Code of Conduct for the City Council, City Commissions, and City Boards.

Recommendation: Adopt the Resolution.

17. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

18. ADJOURN TO CLOSED SESSION

Mayor Pulipati will adjourn the meeting to closed session.

19. CLOSED SESSION - CALL TO ORDER/ROLL CALL

Council Members Linda Budge, Garrett Gatewood, Joe Little, David Sander, and Mayor Siri Pulipati

20. CLOSED SESSION

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

- 20.1. **Subject:** CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION: Significant Exposure to Litigation Pursuant to Government Code Section 54956.9(d)(2)(Two cases).

21. OPEN SESSION - REPORT FROM CLOSED SESSION

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

22. 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.cityofranhocordova.org on Thursdays or Fridays prior to the Regular City Council Meeting.

UPCOMING MEETINGS

October 20, 2025	5:30 PM Regular Meeting
October 28, 2025	5:30 PM Special Meeting/Work Session
November 3, 2025	4:00 PM Special Meeting/5:30 PM Regular Meeting
November 17, 2025	5:30 PM Regular Meeting
November 25, 2025	5:30 PM Special Meeting/Work Session
December 1, 2025	4:00 PM Special Meeting/5:30 PM Regular Meeting
December 9, 2025	5:30 PM Special Meeting/Work Session
December 15, 2025	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 and Direct TV U-Verse Systems. Closed Captioning will be available on the playback cablecast. A DVD copy is available from the City Clerk's Department and a webcast of this meeting will be available for viewing via video streaming from the City's website within 48 hours of adjournment of this meeting.

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

CERTIFICATION OF POSTING OF AGENDA

I, Stacy Leitner, City Clerk for the City of Rancho Cordova, declare that the foregoing agenda for the October 6, 2025 Regular Meeting of the Rancho Cordova City Council was posted and available for review on October 2, 2025, at City Hall of the City of Rancho Cordova, 2729 Prospect Park Drive, Rancho Cordova, California, 95670. The agenda is also available on the city website at www.cityofranhocordova.org.

Signed October 2, 2025, at Rancho Cordova, California.



Stacy Leitner, CMC
City Clerk

MEMORANDUM



ITEM 3.1.

DATE: October 6, 2025
TO: Honorable Mayor and Council Members
FROM: Micah Runner, City Manager
Megan Siren, Assistant to the City Manager
Stacy Delaney, Senior Management Analyst
SUBJECT: **DISCUSSION AND UPDATE ON PUBLIC SCHOOL EDUCATIONAL OPPORTUNITIES AND THE FUTURE OF EDUCATION IN RANCHO CORDOVA**

RECOMMENDATION

Receive an update on the education opportunities in Rancho Cordova and provide direction.

RESULT OF RECOMMENDED ACTION

As a result of the discussion, the City Council could direct staff to prepare an educational plan, have staff bring back additional information, or direct no continued action.

BACKGROUND

The City of Rancho Cordova has four school districts located within the city limits: Folsom Cordova Unified School District, Elk Grove Unified School District, Sacramento City Unified School District, and San Juan Unified School District. These four school districts cover geographically distinct areas of the city and provide public education for students within their specific territories.

Beginning in the summer of 2023, at the request of the Folsom Cordova Unified School District (FCUSD), the City Council, FCUSD, and the City of Folsom held two joint sessions. One was held on June 8, 2023, and the second was held on January 29, 2024, to discuss a potential district reorganization and feasibility study. FCUSD hired Schools Services of California (SSC) to complete a feasibility study, which was jointly funded by all three parties, and presented the findings at the January 29, 2024 joint session. The feasibility study completed by SSC was based on currently available data and provides the firm's opinion on whether the separation of FCUSD would satisfy the nine feasibility conditions set forth in the Education Code. At the conclusion of the joint session, the FCUSD Board, based on the feasibility study, determined that they would not move forward with a district reorganization at this time, but one of the cities may proceed if desired.

On February 27, 2024, a Special meeting was held with the City Council summarizing the two joint sessions with FCUSD and the City of Folsom and to discuss some potential options for addressing educational challenges for Rancho Cordova students. The City Council directed

staff to conduct a public input process. In May 2024, the city contracted services with Ryland SBC and Capitol PFG to prepare a multi-modal survey for this purpose. Since the four school districts placed ballot measures for the November 2024 General Election and were conducting their own public input, the city's public input process was paused pending the results of the ballot measures and the State of California's ballot proposition for education finance. The ballot measures for the four school districts and the education finance proposition for the State passed.

On February 18, 2025, City Council directed staff to proceed with the public input process. Staff with our consultants, Ryland SBC and Capitol PFG conducted 4 focus group meetings that included representation from FCUSD, Elk Grove Unified School District and Sacramento City Unified School District in April and May 2025. The summary of the focus groups is attached as Attachment 2. A public opinion survey was fielded by EMC Research, Inc. from July to August 2025. The full report of the public opinion survey is attached as Attachment 3.

Staff is seeking direction on whether the City Council wants to proceed with the process and develop an educational program plan, have staff bring back additional information, or direct no continued action. An educational program plan will require the city to engage an educational program consultant and complete community visioning work over the next 6–9 months at a cost of \$100,000.

FISCAL IMPACT AND FUNDING SOURCE

The three General Fund contracts total \$142,500 which include services beyond the multi-modal survey. The estimated cost for the educational plan is \$100,000 which is budgeted in the FY 25-27 Adopted Operating Budget out of the General Fund.

ATTACHMENT(S)

1. Presentation
2. Final Focus Group Report
3. EMC Research - Public Opinion Survey Results



Evaluating the Future of Education in Rancho Cordova

Ryland | STRATEGIC BUSINESS
CONSULTING

October 6, 2025

Background & Current Concerns

► Discussion History:

- Ongoing dialogue about the adequacy of education services in Rancho Cordova
- Concerns raised about student services and school locations

► Key Concerns:

- Are our students receiving the services they need?
- How does the location of schools impact service delivery?
- The feasibility of a potential FCUSD separation, EGUSD separation, and/or SCUSD separation.

Original Direction & Current Status

▶ Initial Roadmap:

- Community Outreach: Gather input and data
- Return to Council: Review and provide further direction
- Design Educational Program Plan: Based on Council feedback
- Return to Council: Determine next steps

▶ Current Status:

- Community Outreach has been completed
 - Focus Groups
 - Public Opinion Survey
- Tonight's meeting will provide an overview of the feedback received to obtain further direction from Council

Overview of Focus Groups

- ▶ Four focus groups (total of 37 participants) were held with community members connected to Folsom Cordova USD, Elk Grove USD, and Sacramento City USD.
 - To understand perspectives on the education experience in Rancho Cordova.

ATTACHMENT 1



Focus Group Content

- ▶ Provided feedback on what is working well and what needs improvement or doesn't exist
 - School safety, quality of education and learning experience, equity in resources, transportation, facilities, teacher support and retention, parent involvement opportunities, student mental health support, curriculum, library, sports, teacher quality, administration transparency, school/district communication, levels of learning differences, access to special programs, and program quality
 - Level of intensity
 - Satisfaction Rank and Level of Importance Rank
- ▶ Responded to 3 key prompts:
 - Remain with the existing district and maintain the status quo
 - Advocate for improved programs and services within the current structure
 - Pursue the creation of a locally controlled district in Rancho Cordova



SURVEY 1: Satisfaction & Importance Ranking

For each topic below, rate both your satisfaction (1–5) and its importance (1–5)

Topic	Satisfaction (1–5)	Importance (1–5)
School safety		
Quality of education and learning experience		
Equity in resources		
Transportation		
Condition of facilities		
Teacher support and retention		
Parent involvement opportunities		
Student mental health support		
Curriculum, Textbooks, and learning programs		
Library		
Sports		
Teacher Quality		
Administration Transparency		

Focus Group Findings

▶ Folsom Cordova USD (Groups 1 & 2):

- Strong concerns about poor communication, inequitable resources, and inconsistent teacher quality. Both groups favored separating from Folsom Cordova USD, with an average rating of 2.88 (out of 3.0), and 33 participants overall recommending a new locally controlled district.

▶ Elk Grove USD (Group 3):

- Praised for diversity and parent involvement but frustrated with overcrowding and transportation. Majority preferred improvements within the district, though some supported eventual separation from their current district.

▶ Sacramento City USD (Group 4):

- Valued diversity and teachers but raised concerns about inequities, facilities, and mental health supports. Majority supported changes within the district, with minority support for separation from their current district.

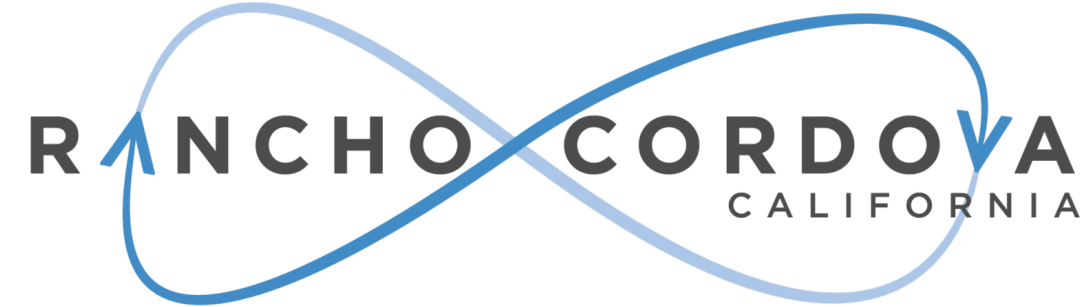
▶ Overall Recommendation:

- Pursue a new, locally controlled school district starting with separation from Folsom Cordova USD and consider future separation from Elk Grove and Sacramento City school districts.

ITEM 3.1.



ATTACHMENT 1



Community Survey

Executive Summary

July 2025

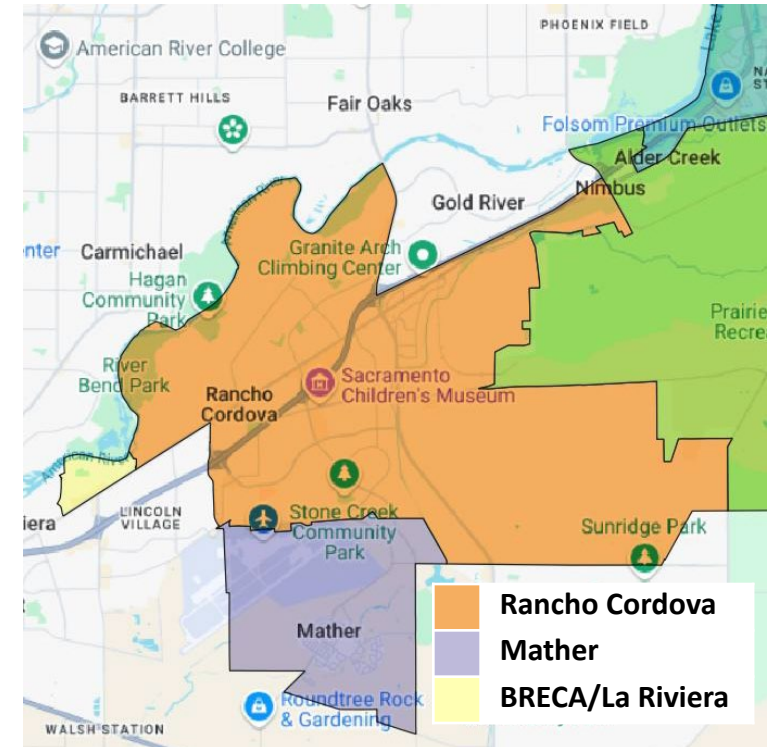
Methodology

ITEM 3.1.

ATTACHMENT 1

- ▶ Survey of adult residents in the Rancho Cordova, La Riviera/BRECA, and Mather portions of the Folsom Cordova Unified School District
- ▶ Conducted July 30 – August 11, 2025
- ▶ Offered in English and Spanish
- ▶ Mixed mode telephone and web (email-/text-to-web) methodology
 - Email and text invitations were sent with a link to an online survey
 - Phone interviews conducted by trained, professional interviewers; landlines and mobile phones included
- ▶ 400 interviews; overall margin of error ± 4.9 percentage points

Included Areas of Each Jurisdiction



Please note that due to rounding, some percentages may not add up to exactly 100%.

- ▶ Residents are optimistic about the direction of the Rancho Cordova area, and Rancho Cordova and Folsom are largely seen as two distinct communities.
- ▶ Residents perceive schools in Folsom to be higher-quality than those in Rancho Cordova.
- ▶ Residents are initially split on the idea of dividing the school district.
- ▶ While statements describing potential benefits of dividing the district are impactful, potential downsides also resonate, and final support hovers around 50%.



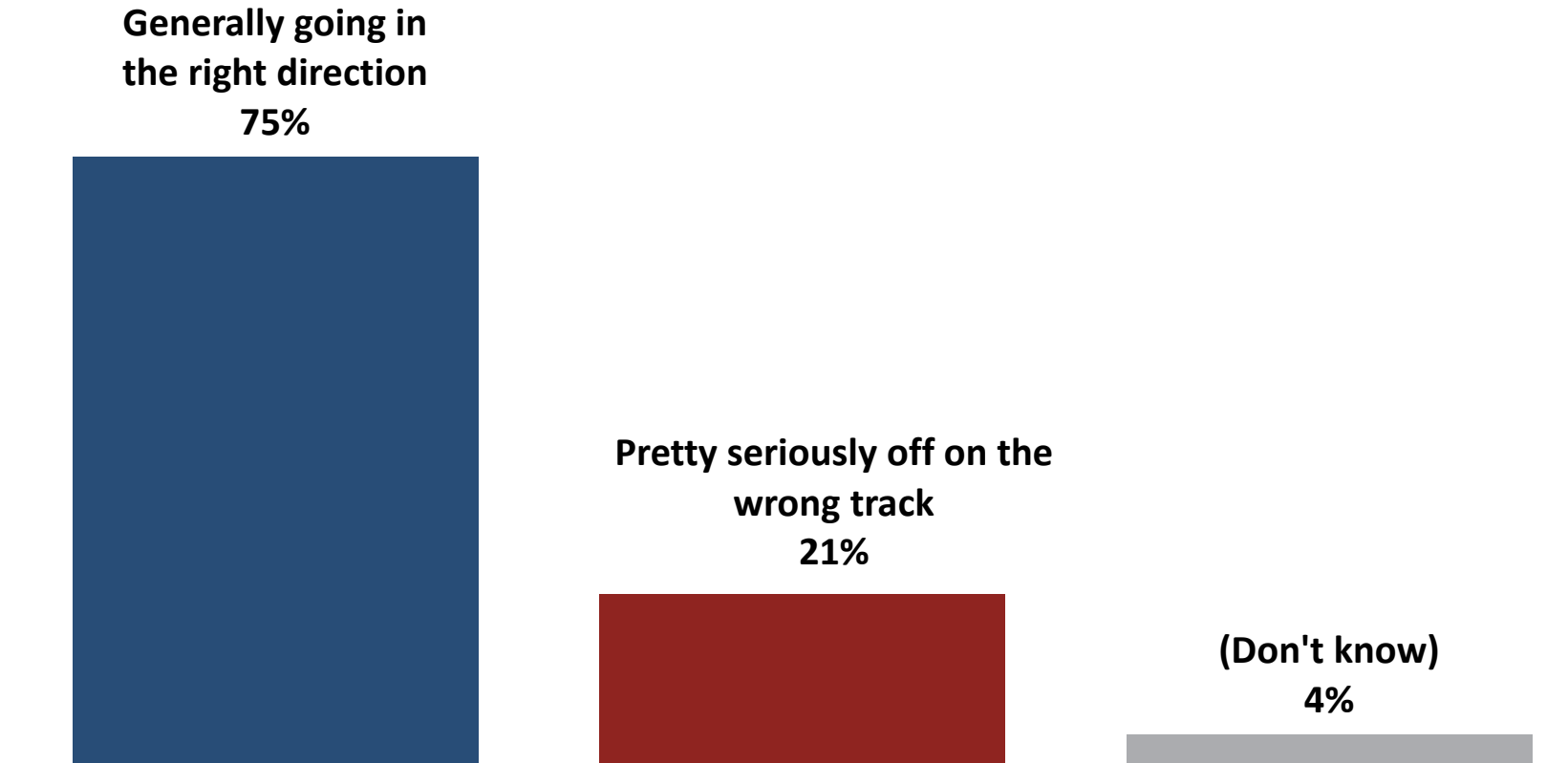
Issue Environment

ITEM 3.1. Direction of the Community

ATTACHMENT 1

Three-quarters of residents say they feel things are generally going in the right direction.

Do you feel that things in Rancho Cordova* are...

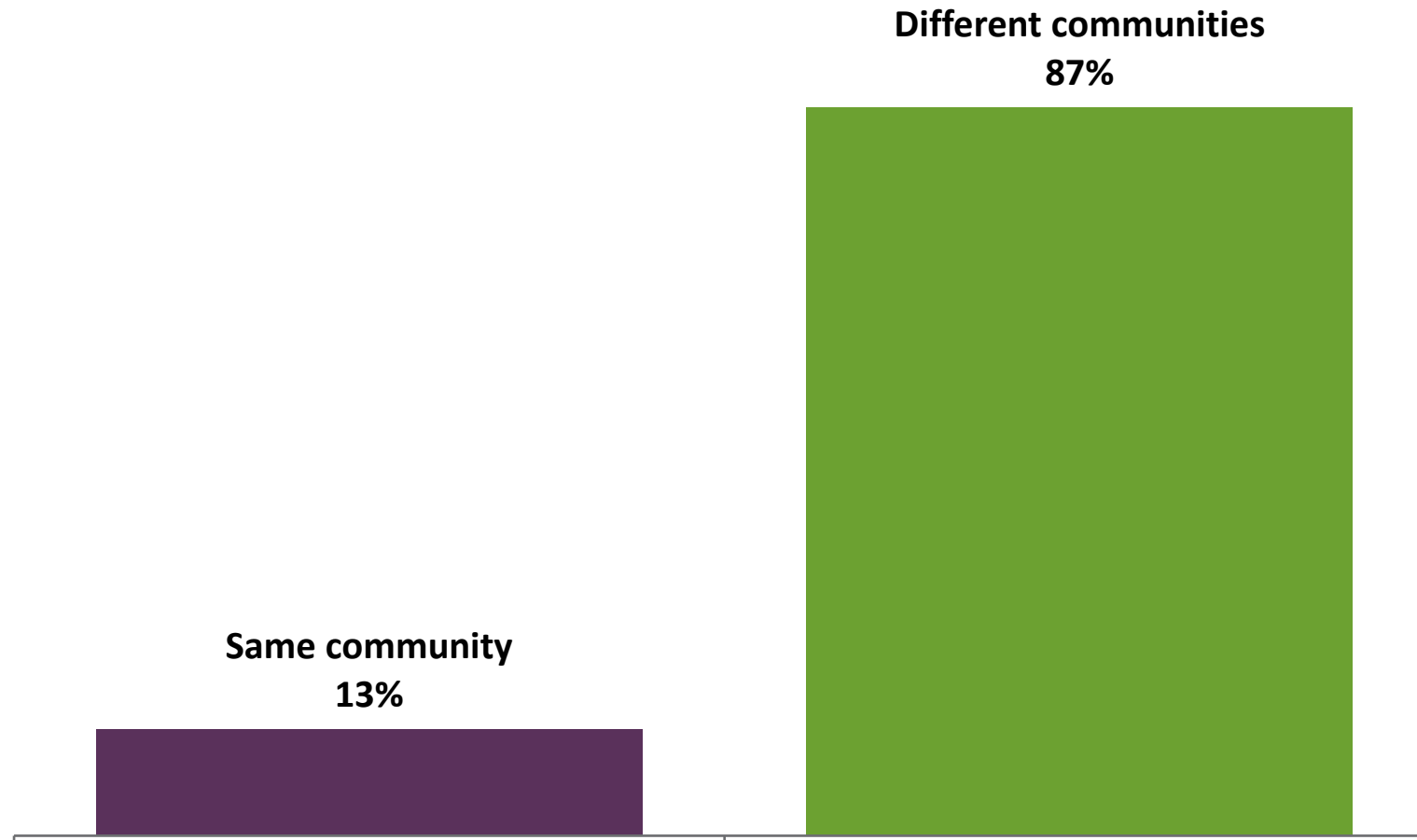


ITEM 3.1. Distinct Communities

ATTACHMENT 1

6-in-7 residents say they consider the City of Rancho Cordova and City of Folsom to be different communities.

Do you consider the City of Rancho Cordova and the City of Folsom to be part of one community or different communities?





School Ratings

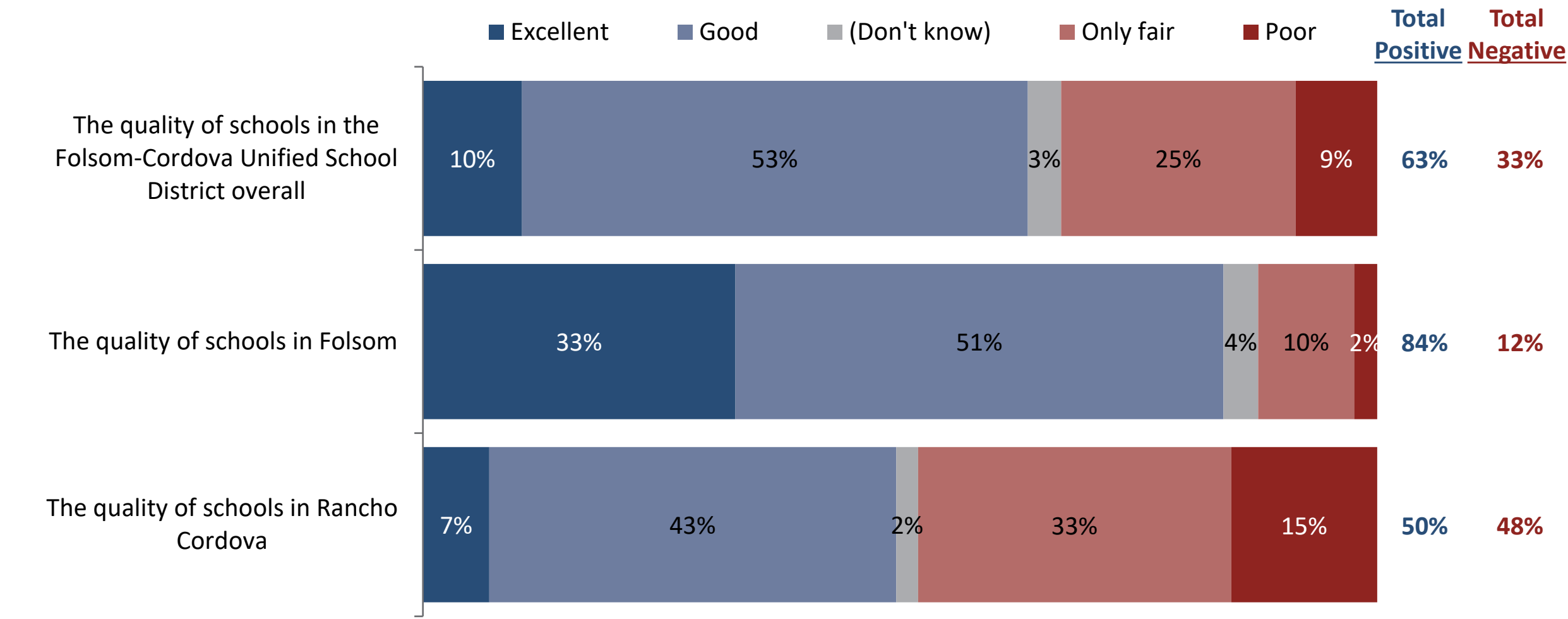
School Quality Ratings

ITEM 3.1.

ATTACHMENT 1



These residents rate the quality of schools in Folsom more positively than schools in Rancho Cordova or the District overall. Views about the quality of schools in each area are even more polarized among parents.



As you may know, you live in the Folsom Cordova Unified School District. Whether you have children in school or not, please rate each of the following.

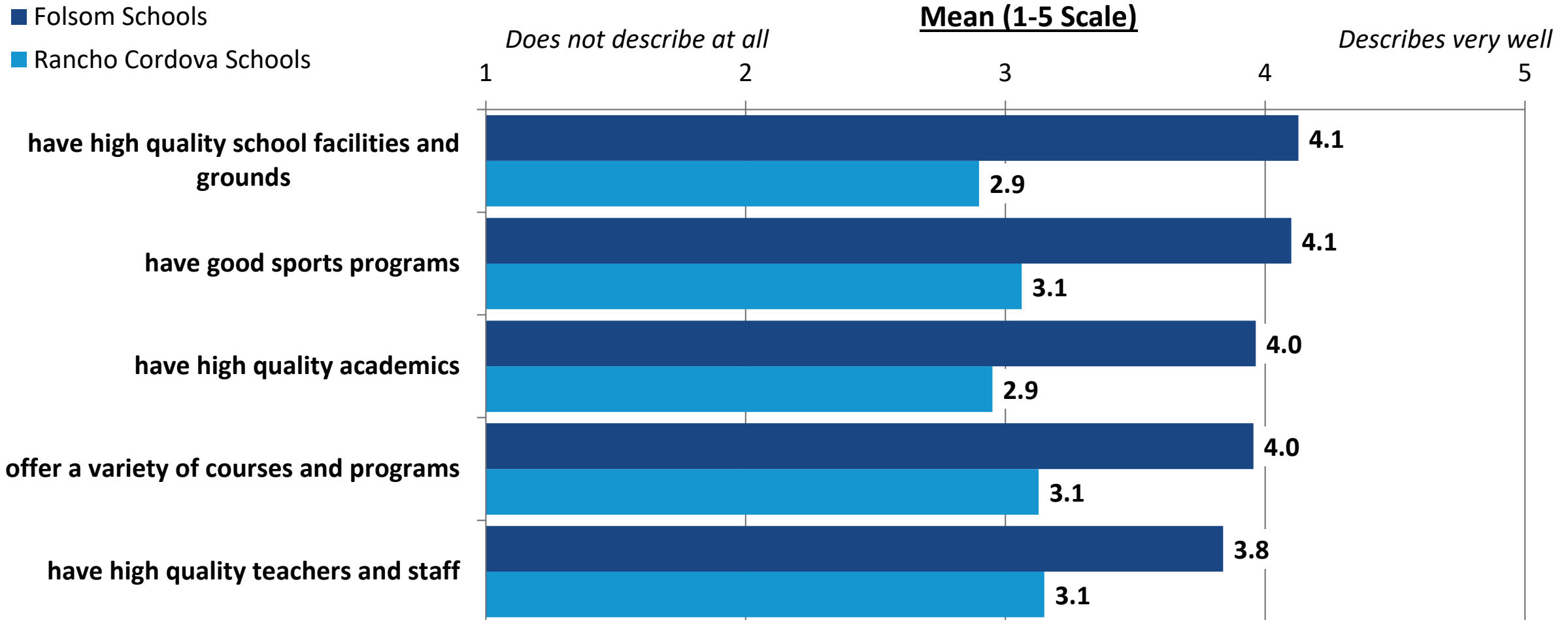
School Descriptor Comparison

ITEM 3.1.

ATTACHMENT 1



There is a significant gap in average ratings for each city's schools. Folsom schools are rated higher on all descriptors. Differences are even more stark among parents.



How well do you think each of the following phrases describes schools in Folsom?
How well do you think each of the following phrases describes schools in Rancho Cordova?



Potential District Division

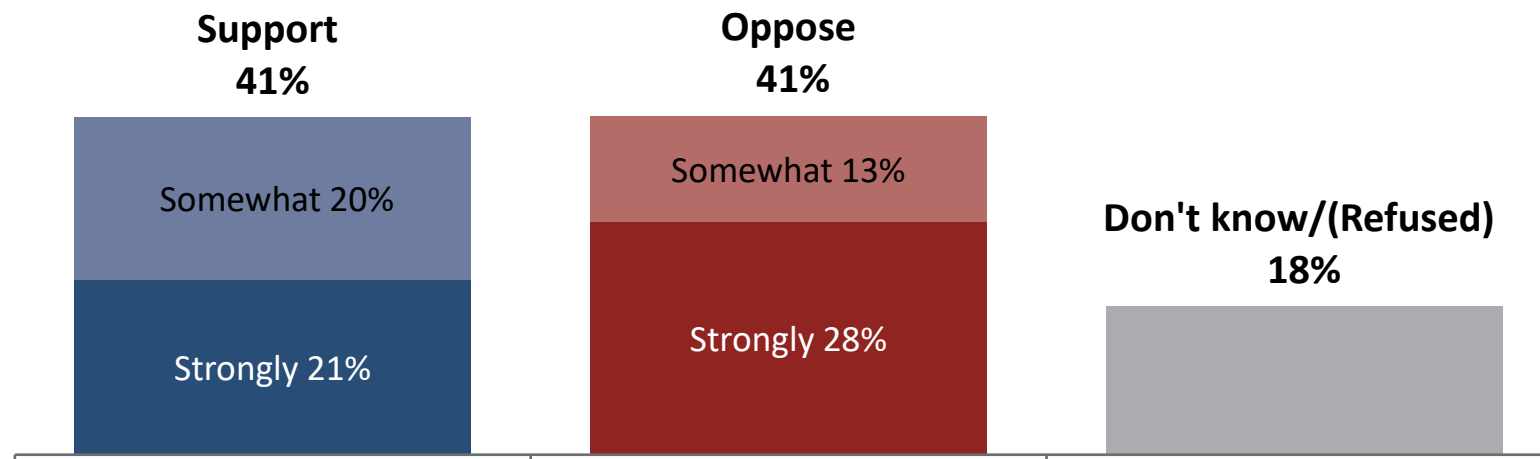
ITEM 3.1. District Division Support Initial Ask

ATTACHMENT 1



Residents are split on the idea of dividing the district initially, though there is higher intensity on the opposition side.

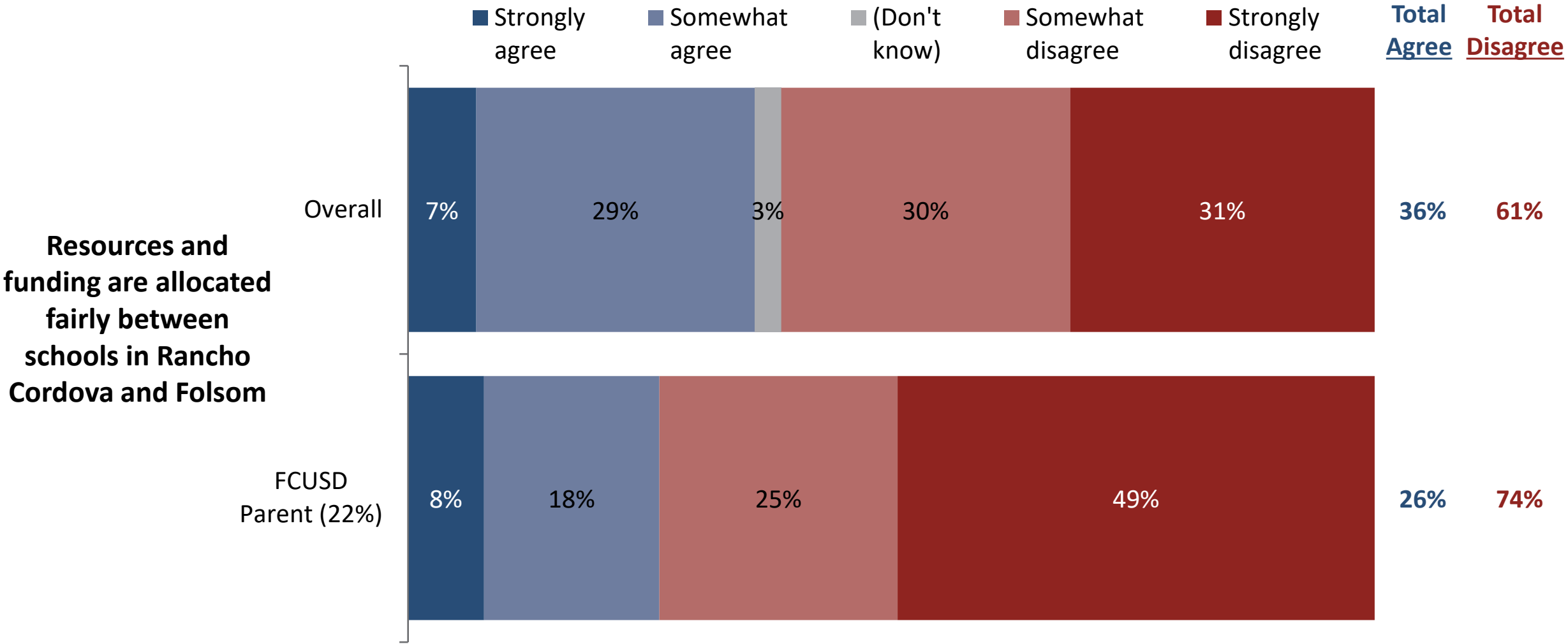
Would you support or oppose dividing the Folsom Cordova Unified School District into two different school districts, one that serves families in Folsom, and the other that serves families in Rancho Cordova, Mather, and other western parts of the current district?



ITEM 3.1.

Fair Resource Allocation Belief

Most disagree that resources and funding are allocated fairly between schools; half of parents in this area strongly disagree.



Support District Division Statements

ITEM 3.1.

ATTACHMENT 1



Over a third of residents find the local leadership, new resources, and local funding arguments very convincing.

[LOCAL LEADERSHIP] Kids in Rancho Cordova deserve to have the same quality school facilities and academics as kids in Folsom. An independent district would ensure Rancho Cordova area students are served by local leadership who can focus on our schools' needs and who will be accountable only to our community.

Very, 43%

Somewhat, 32%

75% Convincing

[NEW RESOURCES] The new Rancho Cordova and Mather district would qualify Rancho Cordova schools for millions more in state funding.

39%

33%

72%

[LOCAL FUNDING] Establishing an independent school district would ensure all funding intended for Rancho Cordova area schools benefits local students, rather than getting unfairly distributed to schools in Folsom.

39%

31%

70%

[COMMUNITY BENEFIT] Whether you have kids in school or not, better schools increase property values and strengthen the local economy, and an independent district in Rancho Cordova and Mather will better meet community needs and prepare students for our local workforce.

30%

36%

67%

[MORE RESPONSIVE STAFF AND PROGRAMS] Creating two independent school districts would allow local schools to tailor their educational and extracurricular programs and have more high-quality, culturally responsive teachers, coaches, and mentors who understand the unique needs and interests of Rancho Cordova area students.

25%

38%

63%

Next you will read statements from people who support dividing the Folsom Cordova Unified School District into two different districts. After each one, please indicate how convincing that statement is as a reason to support dividing the school district.

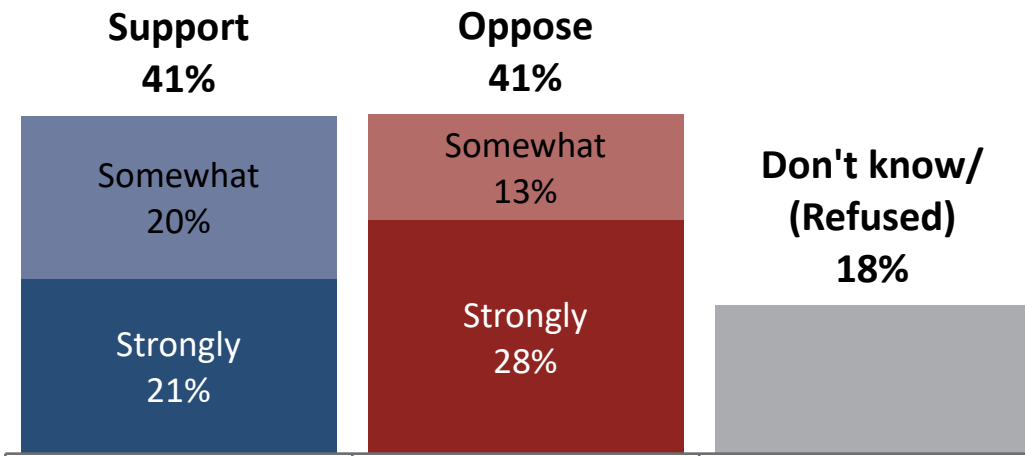
ITEM 3.1. District Division Ask After Support

ATTACHMENT 1

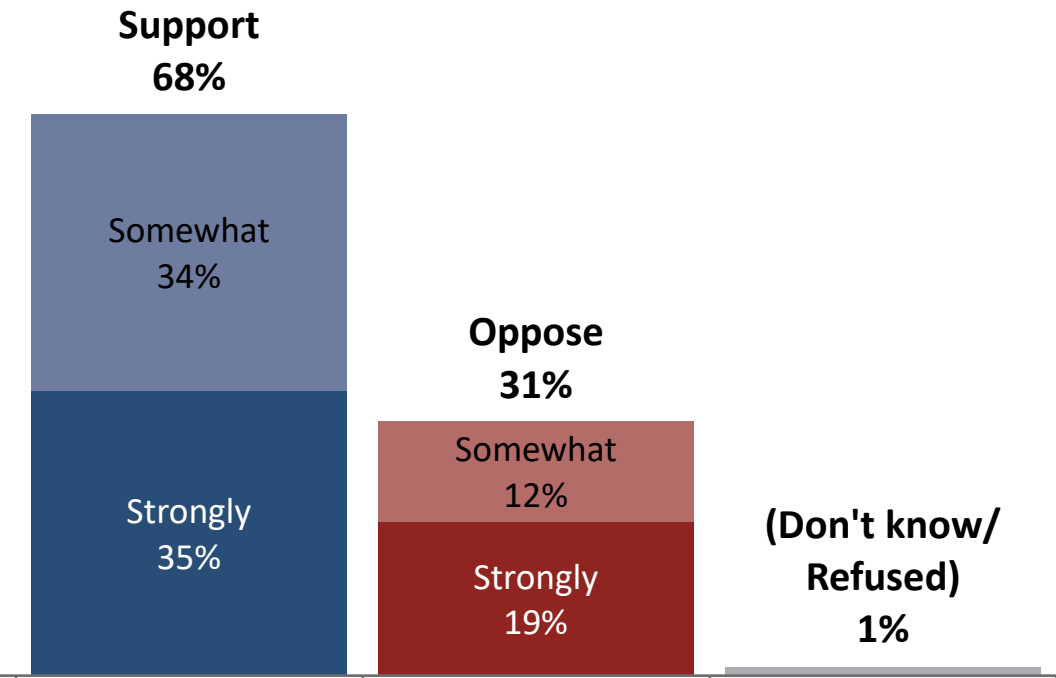
After statements describing benefits, two-thirds of residents support the proposed division.

Given what you have read, would you support or oppose dividing the Folsom Cordova Unified School District into two different school districts, one that serves families in Folsom, and the other that serves families in Rancho Cordova, Mather, and other western parts of the current district?

Initial



After Support Statements



ITEM 3.1. Oppose District Division Statements

ATTACHMENT 1

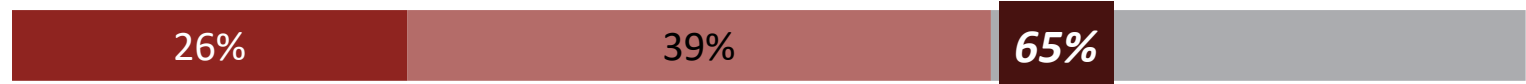


*All negative statements are convincing to at least 60% of residents.
Over a third say the “reduces choice” statement is very convincing.*

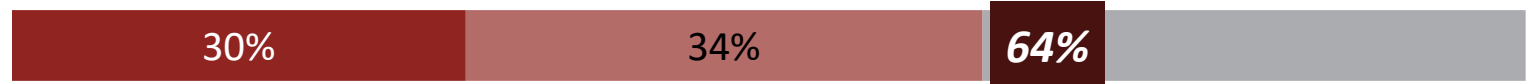
[REDUCES CHOICE] Dividing the existing school district would make it much harder for Rancho Cordova-area parents to send their children to Folsom schools. That means kids in our community wouldn’t have the option to participate in advanced college-preparatory courses, athletics, and other programs that are currently only available in Folsom schools.



[STUDENTS WITH DISABILITIES] If the school district is divided, the new Rancho Cordova-area district wouldn’t be able to maintain the same level of service for students with disabilities that the combined district is able to offer.



[LESS RESOURCES] Our students benefit from being part of a bigger district with more resources and programs. Dividing the district will result in worse, even more under-resourced schools, which is bad for our children and for our community.



[DISTRICT TRANSITION] Setting up a new district is a complicated process that takes time to do properly and will require hiring new administrators, duplicating roles in our small region. Our students will suffer during the uncertainty of this transition and there’s no guarantee that we’ll get better schools as a result.



Next you will read statements from people who oppose dividing the Folsom Cordova Unified School District into two different districts. After each one, please indicate how convincing that statement is as a reason to oppose dividing the school district.

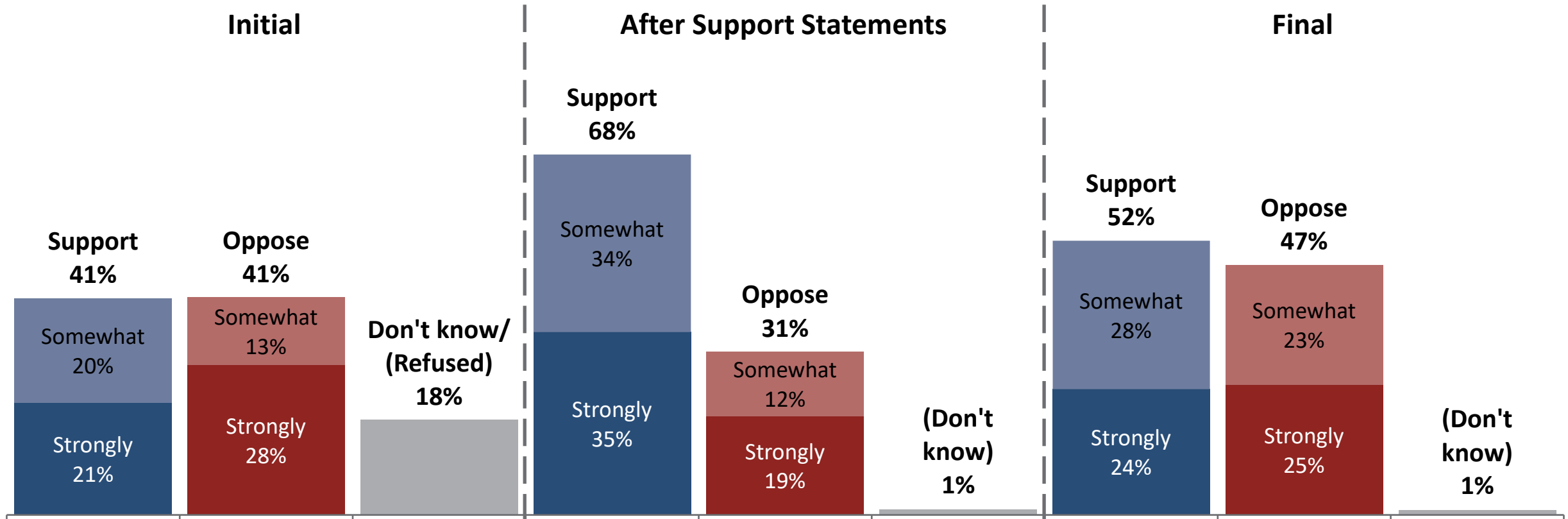
Final District Division Ask

ITEM 3.1.

ATTACHMENT 1

*On the final ask, sentiment returns to being divided,
with about half of residents supporting the proposed division and half opposing.*

Finally, after everything you have read, would you support or oppose dividing the Folsom Cordova Unified School District into two different school districts, one that serves families in Folsom, and the other that serves families in Rancho Cordova, Mather, and other western parts of the current district?



Next Steps & Council Discussion

▶ Council's Role:

- Provide feedback on focus group and survey results
- Provide direction on moving forward with the creation of an Educational Program Plan
 - Return to Council before preparing a Reorganization Feasibility Study

Timeline and Estimated Cost of Next Steps (~4-year process)

- ▶ Next Steps (based on Council direction):
 - City Staff Contract for Consultant Services
 - Develop Educational Program Plan (approximately 6-9 months and up to \$100,000)
 - Engage Educational Program Consultant
 - Complete community visioning work
 - Develop Educational Program Plan for Feasibility Study submittal
 - Return to City Council before Preparing a Reorganization Feasibility Study
- Future Next Steps: (up to \$300,000 to finish over a 3-year period)
 - Prepare Reorganization Feasibility Study
 - Report on analysis of Nine Feasibility Criteria from Education Code
 - Develop strategy for successful Petition (lobbyist, special legislation, outreach, etc.)
 - Prepare and Submit Petition to Reorganize School District



City of Rancho Cordova

COMMUNITY FOCUS GROUP REPORT

ON RANCHO CORDOVA EDUCATION

EXPERIENCE AND DISTRICT ALIGNMENT

June 3, 2025

Prepared By:



Executive Summary: Community Focus Group Report on Rancho Cordova Education Experience and District Alignment

Overview

Four community focus groups were conducted to evaluate the current educational experience for students in Rancho Cordova and gather input on future governance options for local schools. These groups included participants affiliated with the Folsom Cordova Unified School District (Groups 1 and 2), Elk Grove Unified School District (Group 3), and Sacramento City Unified School District (Group 4). In total, 37 community members participated across the four groups.

Each group discussed strengths, concerns, and satisfaction levels regarding their current educational systems and offered recommendations related to potential governance restructuring. Participants were presented with three options:

- Option 1 – Maintain current district arrangements
 - Option 2 – Advocate for change within the existing district
 - Option 3 – Advocate for the creation of a new, locally controlled Rancho Cordova School District
-

Key Findings Across All Focus Groups

Common Themes

- Strong appreciation for diversity among students and staff.
- Repeated concerns about district communication, inequitable resource allocation, and teacher support and retention.
- Frustration with inconsistent teacher and administrator quality.
- Facilities, especially those supporting sports, arts, and science, were viewed as inadequate or unequally accessible.

- Overcrowding and transportation challenges were frequently cited, particularly in EGUSD.
 - Desire for more culturally competent and community-connected educators and programs.
-

District-Specific Observations

Folsom Cordova Unified School District (Groups 1 & 2 – 22 participants total)

- Unanimous recommendation from Group 1 (13 participants) for Option 3 – full separation from Folsom Cordova Unified School District.
- Majority recommendation from Group 2 (9 participants) for Option 3.
- Themes: Poor district communication, inequitable resources between Rancho Cordova and Folsom, strong local sports culture, and underinvestment in arts and science.
- Average preference rating across both groups: 2.88 (on a 1–3 scale; 3 = strong support for a new district).

Elk Grove Unified School District (Group 3 – 9 participants)

- Recognized for being a desirable district with strong parent involvement and school-site communication.
- Challenges included overcrowded schools, transportation difficulties, and insufficient collaboration on shared facilities.
- Majority favored Option 2 – improving within the current district.
- Minority showed interest in Option 3 – future consideration of separation.
- Average preference rating: 2.3

Sacramento City Unified School District (Group 4 – 6 participants)

- Cited strengths in diversity and teacher quality but raised serious concerns about district isolation, resource inequities, and mental health support.
- Majority favored Option 2 – improve within the current structure.
- Minority supported Option 3 – potential future separation.
- Average preference rating: 2.43

Unified Community Recommendation: Rancho Cordova's Voice

Across all four groups, the community expressed a unified voice advocating for significant change. Rancho Cordova participants articulated that:

“There are significant challenges regarding the educational offerings and experience for our students in Rancho Cordova. The community recommends pursuing a new, locally controlled School District in Rancho Cordova, beginning with separation from the Folsom Cordova Unified School District, and in the future, potentially from Elk Grove Unified and Sacramento City Unified School Districts.”

This recommendation reflects a clear desire for local control, equitable resource distribution, and community-responsive governance that centers the unique needs and identities of Rancho Cordova students and families.

Conclusion

With an average score of 2.88 favoring Option 3 from participants representing all districts and 33 out of 37 participants recommending separation from Folsom Cordova USD, the data demonstrates strong community momentum toward the formation of a locally governed Rancho Cordova School District.

This consensus affirms the urgency to explore structural change in educational governance to ensure equitable, high-quality, and community-centered education for Rancho Cordova's students.

Summary Report: Community Education Experience – Focus Group 1

Overview:

A focus group consisting of 13 participants from the Folsom Cordova Unified School District (FCUSD) community was convened to gather perspectives on the current educational experience. Participants included parents, educators, and community members from schools within Rancho Cordova.

Key Themes Identified:

- **Diversity:** Participants acknowledged a strong and visible presence of diversity among staff and students.
 - **District Communication:** There was a widespread sentiment of poor communication from the district, leading to frustration and disengagement.
 - **School Isolation:** Rancho Cordova schools reported feeling isolated and overlooked by district leadership and decision-makers.
 - **Resource Inequity:** Participants cited unequal distribution of resources—especially in sports, creative arts, and science—between schools in different areas.
 - **Inconsistency in Staffing Quality:** Concerns were raised about disparities in the quality of teachers and administrators across schools.
 - **Sports Programs:** While strong athletic programs exist, equity concerns were highlighted, particularly regarding student access to quality facilities and coaching.
 - **Cultural Representation:** There is a critical need for more high-quality, culturally responsive teachers, coaches, and mentors who reflect the diversity of the student population.
-

Most Popular Concerns:

1. District Communication

2. Condition of School Facilities**Most Frequently Cited Strengths:**

- Teacher Quality (when present)
- Athletic Programs

Top Issues with Lowest Satisfaction (ranked in order of concern):

1. Teacher Support and Retention
2. Quality of Education and Learning Experience
3. Equity in Resources
4. Teacher Quality
5. School Safety

Community Recommendation:

All 13 participants unanimously supported **Option 3: Establishing a new, locally controlled school district in the City of Rancho Cordova.** This was seen as the most promising solution to improve communication, ensure equitable resources, and create a more accountable and responsive educational environment.

Conclusion:

This focus group highlighted significant concerns regarding equity, representation, and leadership responsiveness in FCUSD schools serving Rancho Cordova. The community expressed both frustration and a strong desire for local control as a pathway to greater investment, quality, and culturally relevant education for its students.

Summary Report: Community Education Experience – Focus Group 2

Overview:

The second focus group involved 9 participants from the Folsom Cordova Unified School District (FCUSD), primarily representing Rancho Cordova schools and families. The session aimed to gather community input regarding the current state of education, perceived strengths and weaknesses, and preferred future directions for governance and support.

Key Discussion Themes:

- **Athletics:** Rancho Cordova's sports programs were viewed positively, with participants recognizing strong student engagement and performance.
 - **Community Investment:** The city's successful passage of a bond measure was noted as a sign of local commitment to education and infrastructure.
 - **Library Resources:** Concerns were raised about limited access to libraries and insufficient learning resources.
 - **Teacher Workforce:** While the district has a respected group of veteran teachers—including National Board Certified educators—there were strong concerns about the number and quality of new teachers being hired.
 - **Resource Inequities:** Participants reported significant disparities in funding and resources between Rancho Cordova and Folsom schools.
 - **District Communication:** Like Focus Group 1, poor communication from district leadership was a recurring concern.
 - **Recruitment and Compensation:** There was a call to prioritize competitive teacher pay and stronger recruitment practices to attract and retain quality educators.
 - **Role of Coaches:** Participants expressed a need for more full-time teaching staff who also serve as coaches, enhancing consistency and connection between athletics and academics.
-

Most Popular Concerns:

1. Teacher Support and Retention
2. Equity in Resources

Most Frequently Cited Strengths:

- Sports Programs
- School Site-Level Communication
- Parent Involvement Opportunities
- Program Quality
- Veteran Teacher Quality

Top Issues with Lowest Satisfaction (ranked in order of concern):

1. Teacher Support and Retention
2. Equity in Resources
3. Quality of Education and Learning Experience
4. Condition of Facilities
5. Program Quality

Community Recommendation:

Participants were asked to evaluate three governance options. The group averaged **2.56**, indicating **majority support for Option 3**:

Option 3 – *Advocate for the creation of a new, locally controlled school district in Rancho Cordova City.*

A **minority of participants supported Option 2**, which proposed advocating for reforms within the existing FCUSD governance structure.

Conclusion:

Focus Group 2 reaffirmed several critical concerns voiced by other community stakeholders, particularly regarding teacher recruitment and resource equity. While recognizing pockets of strength, such as veteran teachers and robust sports programs, participants largely favored a new district model to better serve the unique needs and priorities of Rancho Cordova students and families.

Summary Report: Community Education Experience – Focus Group 3

Overview:

Focus Group 3 consisted of 9 participants from the Elk Grove Unified School District (EGUSD), convened to understand community perspectives on current educational experiences. This group offered insight into both strengths and challenges within the district, with a particular focus on accessibility, diversity, and infrastructure.

Key Discussion Themes:

- **District Reputation:** EGUSD was described as a *highly desirable* district, with families valuing the overall educational environment.
- **Diversity:** Participants highlighted the district's strong emphasis and value placed on diversity among students and staff.
- **Parental Involvement:** Ample opportunities for parent participation were noted as a strength, fostering a strong school-community connection.
- **Special Education:** Concerns were raised regarding the adequacy and effectiveness of services for students with learning differences and special needs.
- **Overcrowding:** Schools in areas like Sunrise are experiencing significant overcrowding, which was cited as a major frustration.
- **Transportation:** Families expressed concerns about the long distances students must travel to attend school, causing stress and logistical challenges.
- **Facilities and Shared Resources:** There is a strong desire for enhanced collaboration between the city and schools, especially to develop shared-use facilities such as a community pool and theater.
- **Communication Overload:** While district communication is robust, some participants noted that the volume of information is overwhelming and could benefit from improved streamlining.

Most Popular Concerns:

- Learning Differences (Special Education)
- Sports Access
- Transportation
- Parent Involvement
- Program Quality
- School Safety

Most Frequently Cited Strengths:

- Parent Involvement Opportunities
- Transportation (despite challenges, appreciated availability)
- Teacher Quality
- Quality of Education and Learning Experience
- School Site Communication
- School Safety

Top Issues with Lowest Satisfaction (ranked in order of concern):

1. School Safety
2. Transportation
3. Curriculum, Textbooks, and Learning Programs

Community Recommendation:

Participants rated potential governance models, yielding an average score of **2.3**, indicating a **majority preference for Option 2:**

Option 2 – *Advocate for changes and improvements within the existing school district arrangement.*

A **minority of participants supported Option 3**, which would involve creating a new, locally controlled school district.

Conclusion:

Focus Group 3 from EGUSD expressed broad satisfaction with the district's diversity, educational quality, and family engagement. However, infrastructure concerns such as overcrowding, transportation logistics, and access to specialized programs emerged as pressing issues. Participants favored working within the current district structure to address these concerns, rather than pursuing a complete governance shift.

Summary Report: Community Education Experience – Focus Group 4 Sacramento City Unified School District (SCUSD)

Overview:

Focus Group 4 consisted of 6 participants from the Sacramento City Unified School District. The purpose was to understand the community's perspective regarding the current education experience. Participants voiced strong support for improvements within the existing district, while expressing frustration with key operational and equity concerns.

Key Discussion Themes:

- **Diversity:** Participants recognized a strong presence of diversity among both staff and students, which they viewed as a valuable district asset.
 - **District Communication:** A recurring concern was the poor quality of communication between the district and school sites. Participants felt uninformed and disconnected from district decisions.
 - **School Isolation:** Schools reported feeling *overlooked* or *isolated* from district leadership and broader support systems.
 - **Resource Inequities:** There was significant concern about unequal access to sports, creative arts, and science programs across the district.
 - **Staff Quality Variability:** Participants observed inconsistencies in teacher and administrator quality, contributing to uneven student experiences across schools.
 - **Equity and Access:** Although sports were seen as a district strength, equity issues—especially related to facility access and program inclusion—were highlighted as serious barriers.
 - **Cultural Representation:** There was a strong expressed need for more high-quality teachers, mentors, and coaches who reflect the diverse cultural backgrounds of the student body.
-

Most Popular Concerns:

- District Communication
- Condition of Facilities

Most Frequently Cited Strengths:

- Teacher Quality
- Sports

Top Issues with Lowest Satisfaction (ranked in order of concern):

1. Quality of Education and Learning Experience
2. Equity in Resources
3. Student Mental Health Support
4. District Communication

Community Recommendation:

The group provided an average governance preference rating of **2.43**, indicating **majority support for Option 2**:

Option 2 – *Advocate for changes within the existing school district arrangement.*

A **minority supported Option 3**, which would involve creating a new, locally controlled school district in Rancho Cordova.

Conclusion:

Focus Group 4 from SCUSD highlighted systemic inequities and communication breakdowns as key barriers to student success. While valuing diversity and the quality of certain educators and athletic programs, participants voiced a desire for more equitable distribution of resources and improved district responsiveness. The majority favored working within the current district structure to resolve these challenges, rather than pursuing structural separation.

ITEM 3.1.



ATTACHMENT 3



Community Survey

Full Report

July 2025

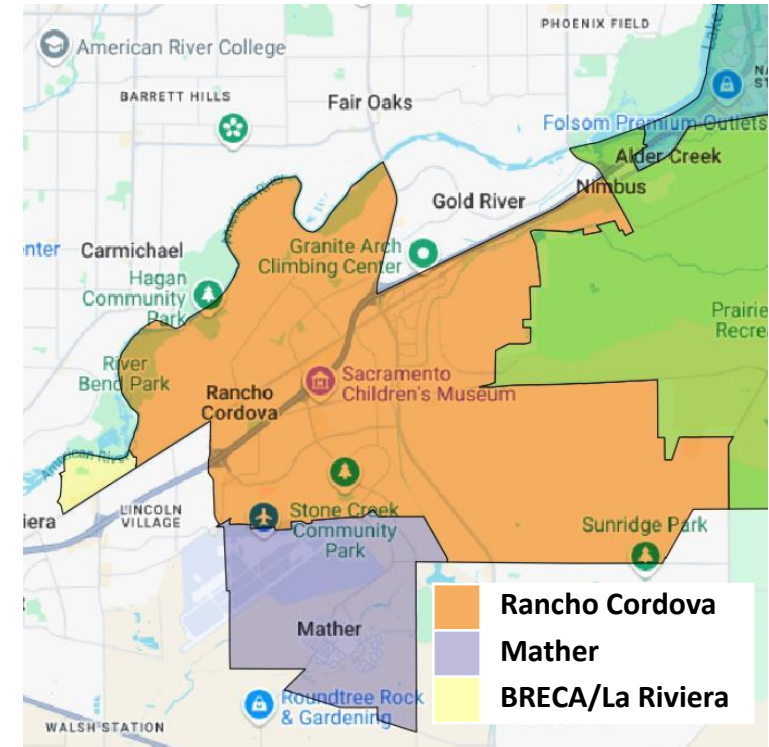
Methodology

ITEM 3.1.

ATTACHMENT 3

- ▶ Survey of adult residents in the Rancho Cordova, La Riviera/BRECA, and Mather portions of the Folsom Cordova Unified School District
- ▶ Conducted July 30 – August 11, 2025
- ▶ Offered in English and Spanish
- ▶ Mixed mode telephone and web (email-/text-to-web) methodology
 - Email and text invitations were sent with a link to an online survey
 - Phone interviews conducted by trained, professional interviewers; landlines and mobile phones included
- ▶ 400 interviews; overall margin of error ± 4.9 percentage points

Included Areas of Each Jurisdiction



Please note that due to rounding, some percentages may not add up to exactly 100%.

- ▶ Rancho Cordova and Folsom are largely seen as two distinct communities, and most residents report completing daily activities and errands within Rancho Cordova.
- ▶ Residents perceive schools in Folsom to be higher-quality than those in Rancho Cordova. This perception is even more stark among current District parents, though it's important to note Folsom-area parents were not included in the survey.
- ▶ Residents are initially split on the idea of dividing the school district.
- ▶ While statements describing potential benefits of dividing the district are impactful, potential downsides also resonate, and final support hovers around 50%. Current FCUSD parents are less likely to support on the final ask.



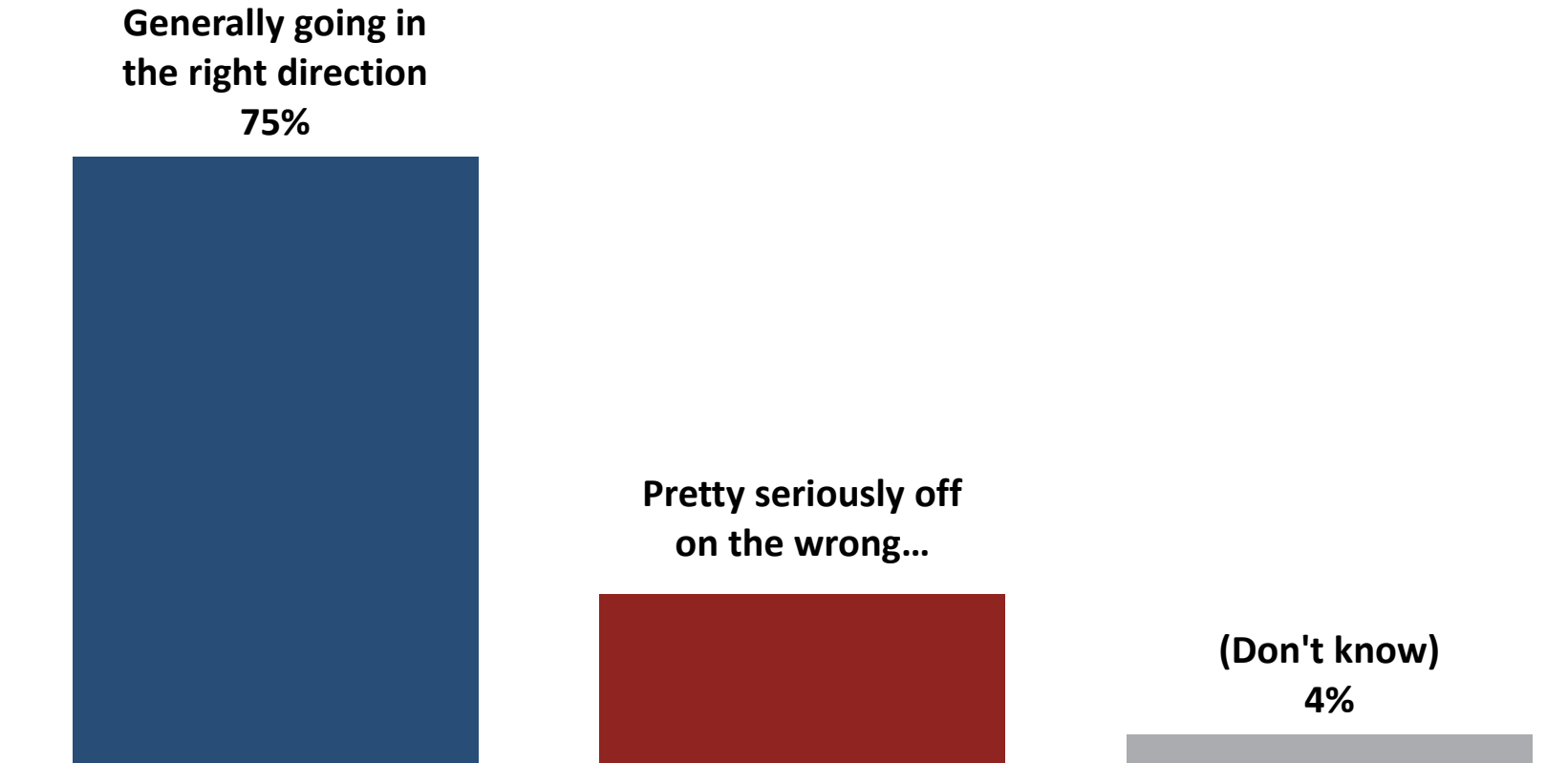
Issue Environment

ITEM 3.1. Direction of the Community

ATTACHMENT 3

Three-quarters of residents say they feel things are generally going in the right direction.

Do you feel that things in Rancho Cordova* are...





Community Identity

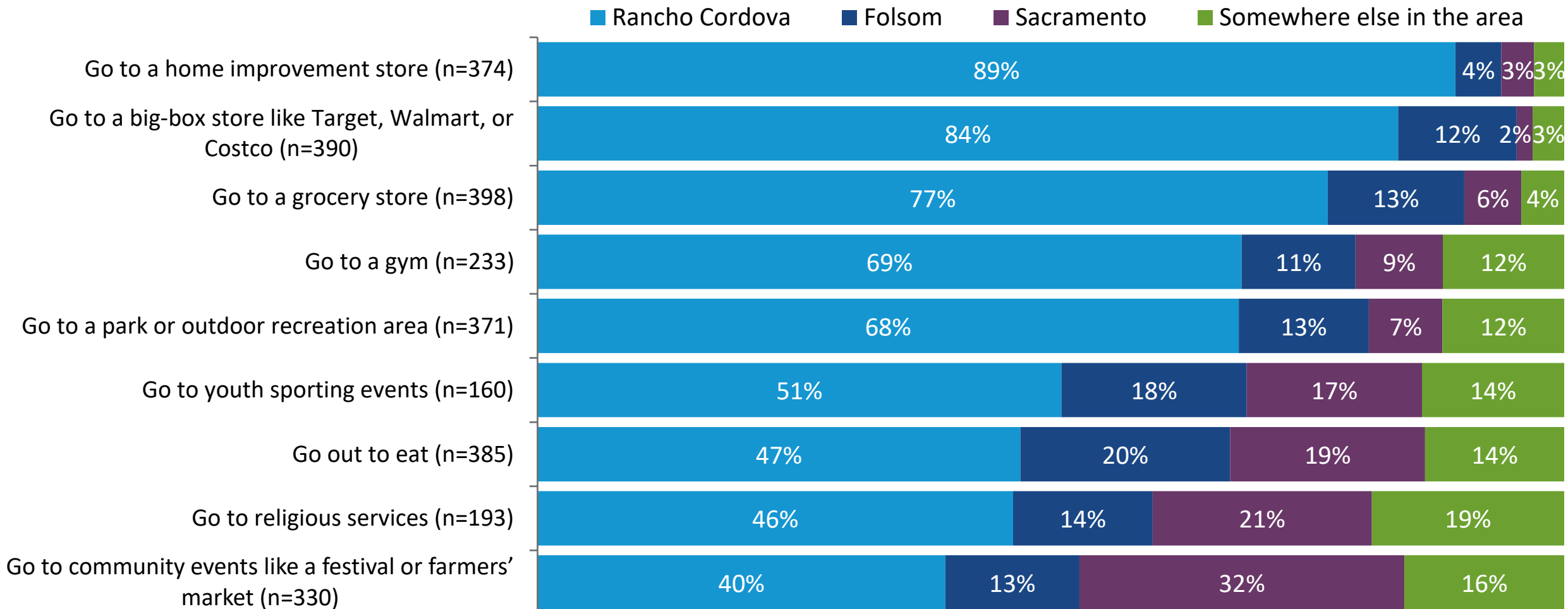
Activity Locations

ITEM 3.1

ATTACHMENT 3



Among those who report doing each of the tested activities, the majority or plurality report doing them most often in Rancho Cordova.



NOTE: "Never do that activity" and "(Don't know/Refused)" responses are excluded for percentage calculations shown here.

Q3-Q11. Next you will see a list of activities. For each one, please indicate where you do that activity most often.

Sports and Community Group Locations

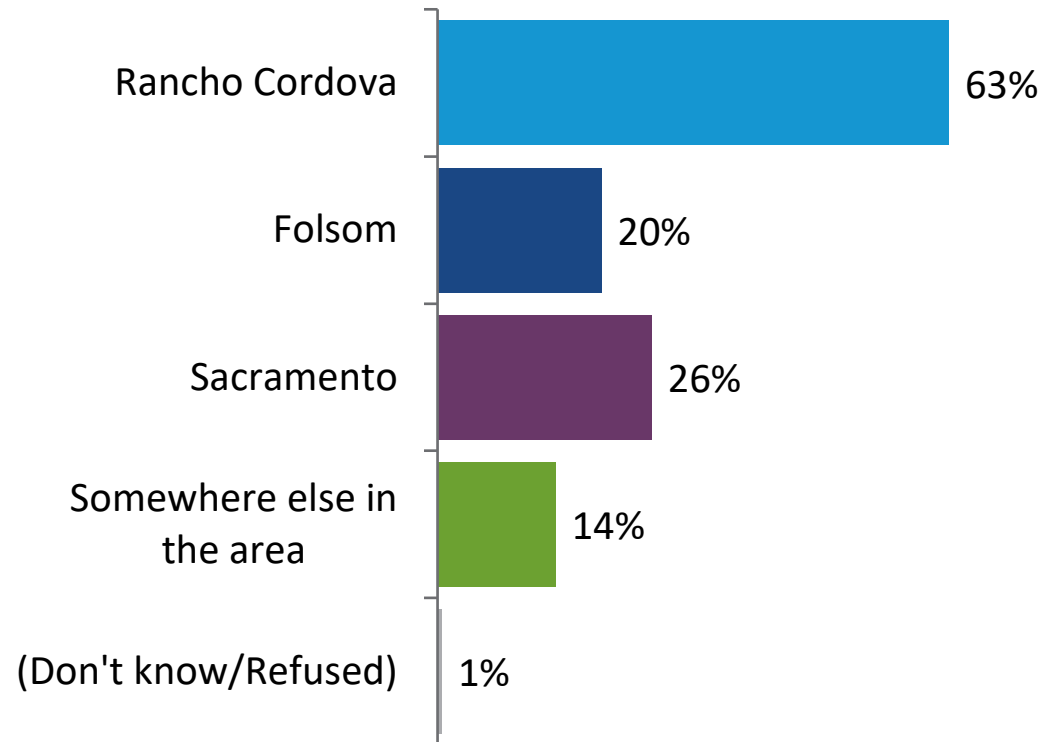
ITEM 3.1.

ATTACHMENT 3

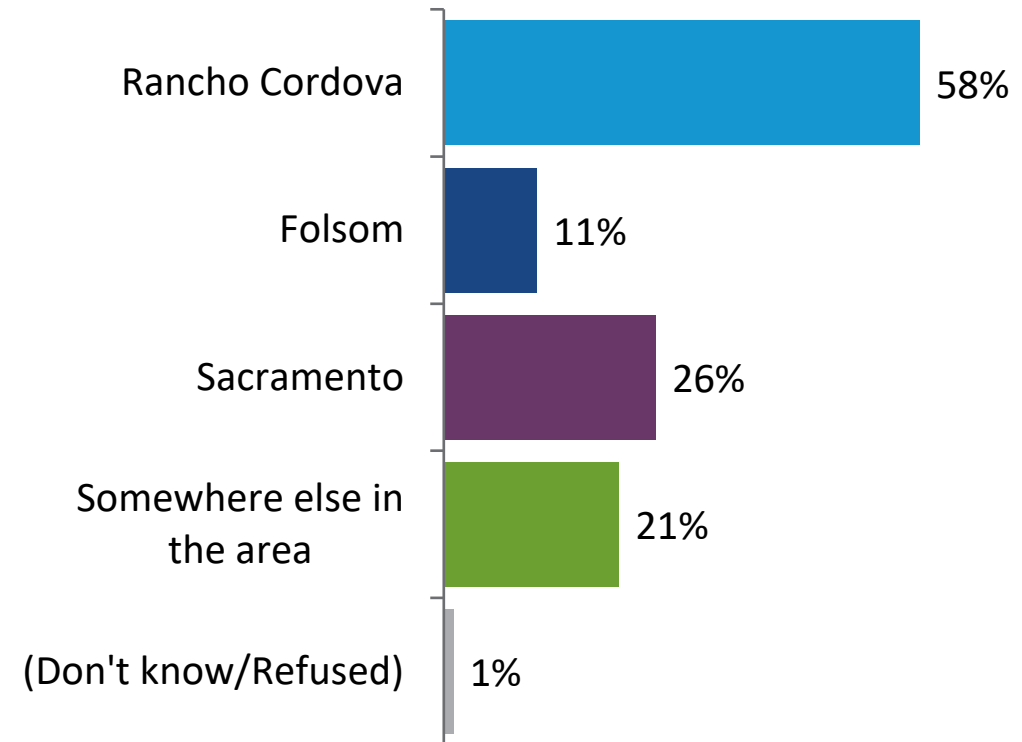
Two-thirds of those who participate in a sports club or league do so in Rancho Cordova. Among the one-in-five residents who report household participation in community groups, 58% say they participate in Rancho Cordova.

In what city or cities do you or a member of your household ...

participate in a sports club or league?
(Multiple responses accepted) n=149



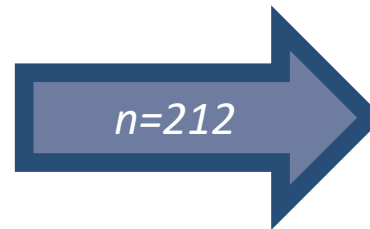
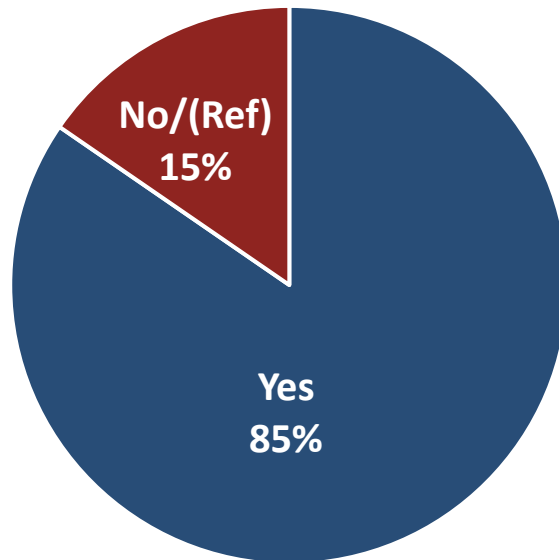
participate in a club or community group, such as Girl Scouts or Kiwanis?
(Multiple responses accepted) n=85



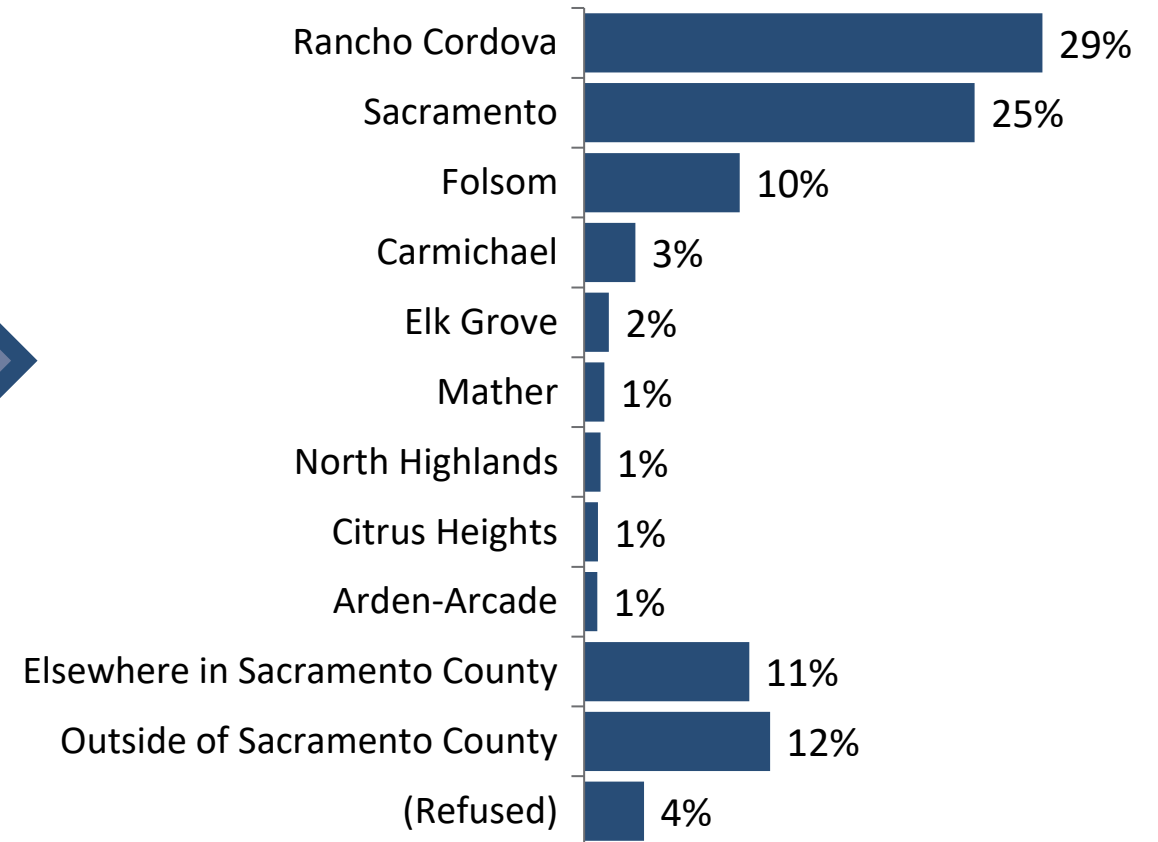
ITEM 3.1. Work Location

Among those who work outside of their home, about a third work in Rancho Cordova, followed by a fourth in Sacramento. Only 10% work in Folsom.

Do you work outside of your home at least once a week?
(Among residents who are employed part or full time; n=249)



Where do you work?



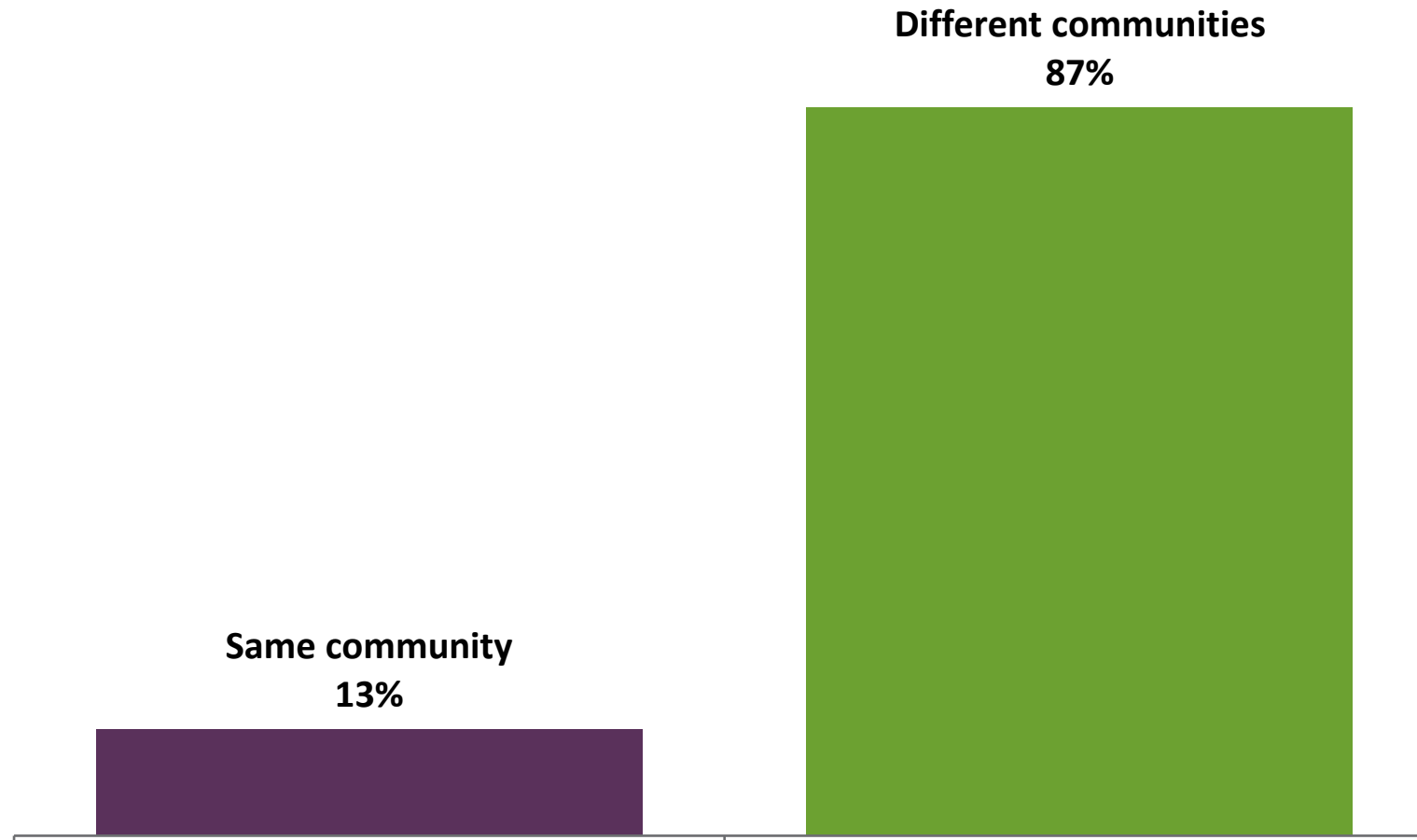
Distinct Communities

ITEM 3.1.

ATTACHMENT 3

6-in-7 residents say they consider the City of Rancho Cordova and City of Folsom to be different communities.

Do you consider the City of Rancho Cordova and the City of Folsom to be part of one community or different communities?

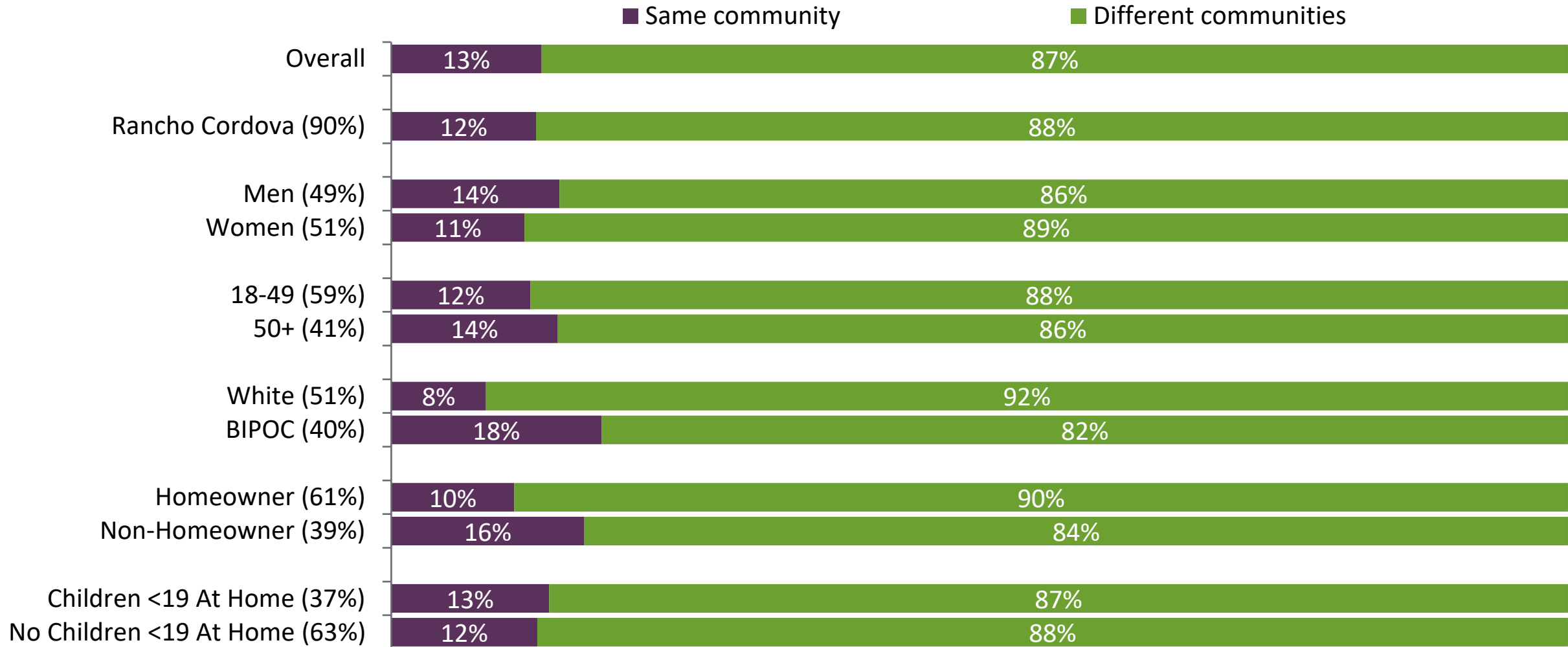


ITEM 3.1. Distinct Communities by Subgroups

ATTACHMENT 3



Residents across subgroups report Folsom and Rancho Cordova are part of different communities. BIPOC and non-homeowner residents are most likely to say they are part of the same community.



ITEM 3.1. Community Connectedness

ATTACHMENT 3

Three-quarters say they feel more connected to the community of Rancho Cordova than to Folsom.

Please indicate which of the following statements is closer to your opinion:

**I feel more connected to the
community of Rancho Cordova**

74%

**I feel more connected to the
community of Folsom**

25%

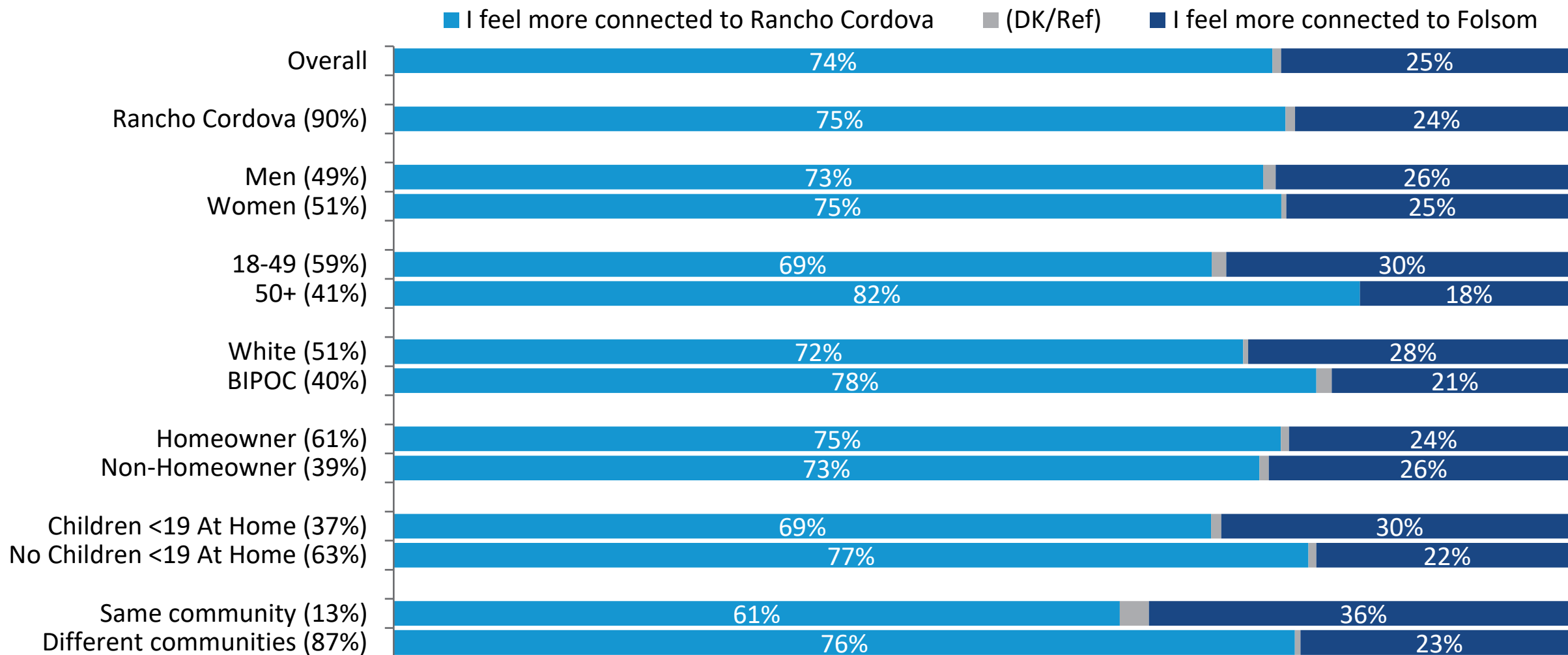
(Don't know/Refused)

1%

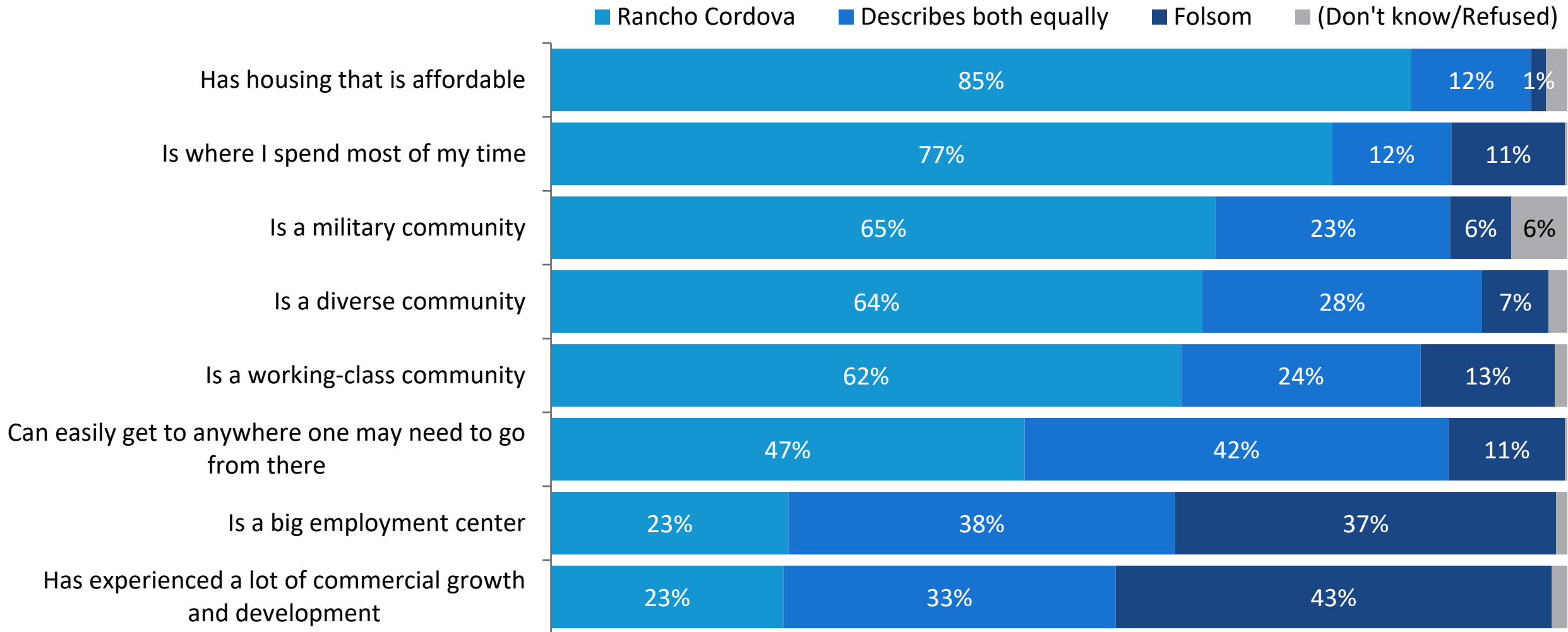
ITEM 3.1. Community Connectedness by Subgroups

ATTACHMENT 3

Across demographic groups, majorities report feeling more connected to Rancho Cordova.



Residents differentiate Rancho Cordova and Folsom on many traits, including housing affordability, diversity, and being a working-class and military community, all of which are seen as more descriptive of Rancho Cordova.



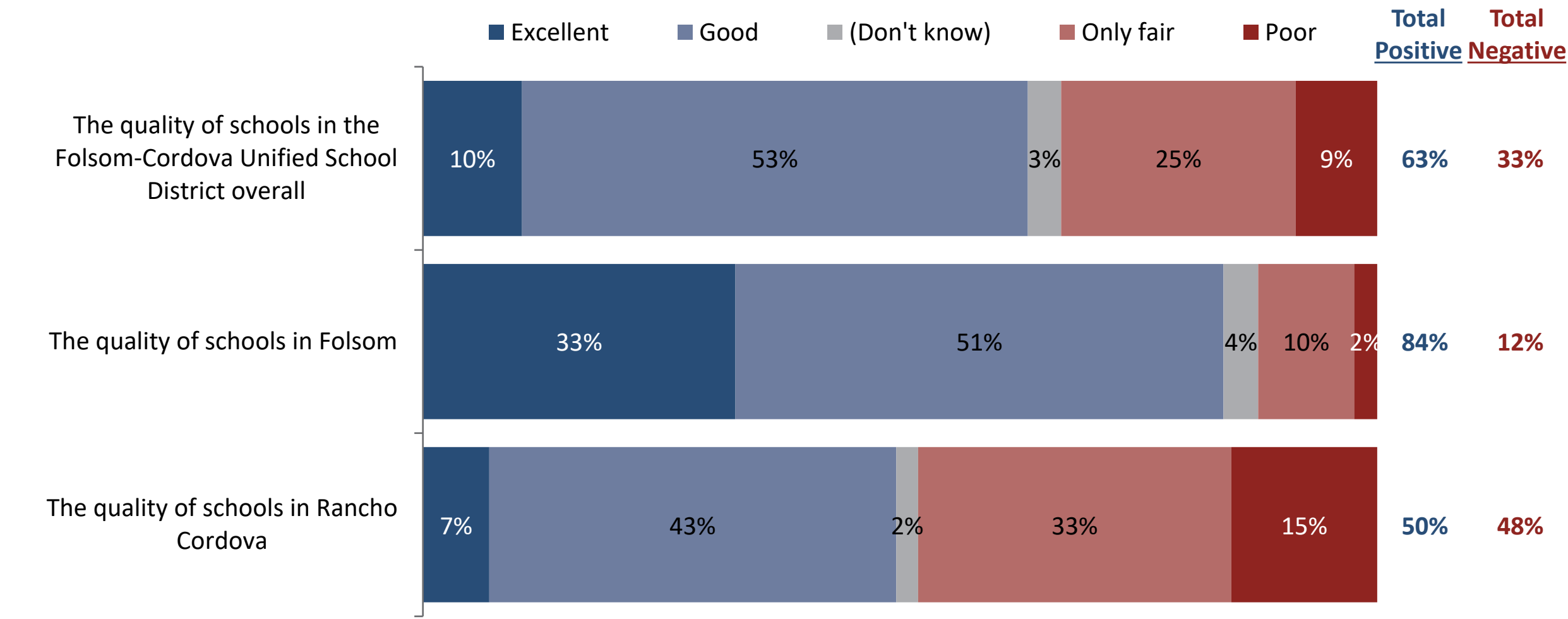


School Ratings

School Quality Ratings

ITEM 3.1.

These residents rate the quality of schools in Folsom more positively than schools in Rancho Cordova or the District overall.



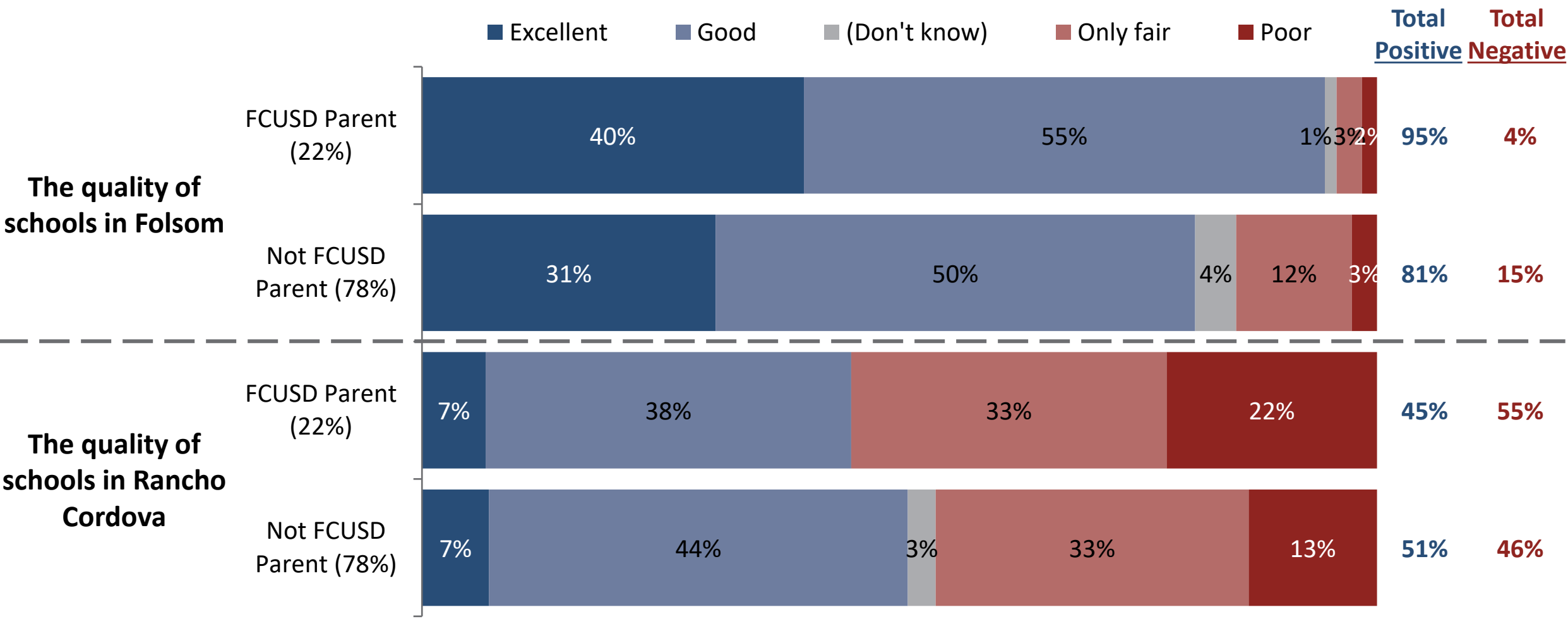
School Quality Ratings by FCUSD Parents

ITEM 3.1.

ATTACHMENT 3



Views about the quality of schools in each area are even more polarized among those who are parents in the Rancho Cordova and western parts of the District.

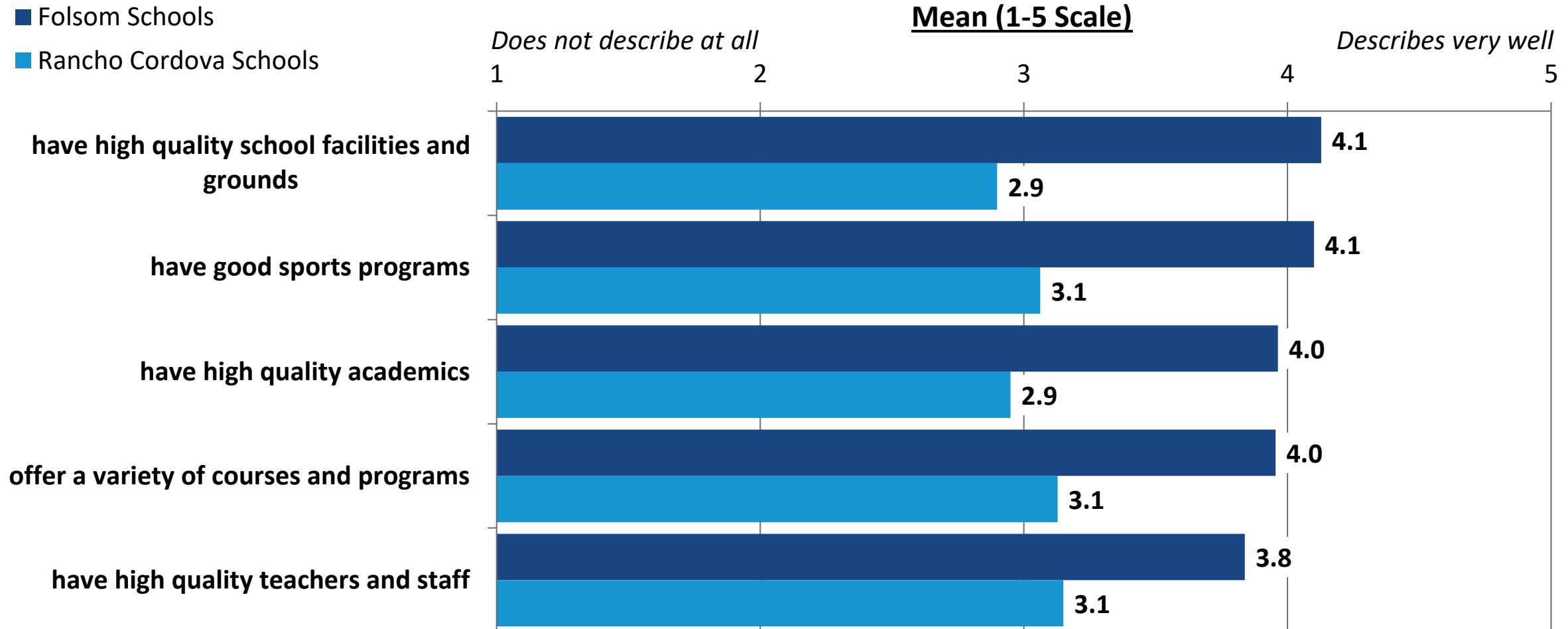


School Descriptor Comparison

ITEM 3.1.

ATTACHMENT 3

There is a significant gap in average ratings for each city's schools. Folsom schools are rated higher on all descriptors.



Q30-34. How well do you think each of the following phrases describes schools in Folsom?

Q35-39. How well do you think each of the following phrases describes schools in Rancho Cordova?

ITEM 3.1.

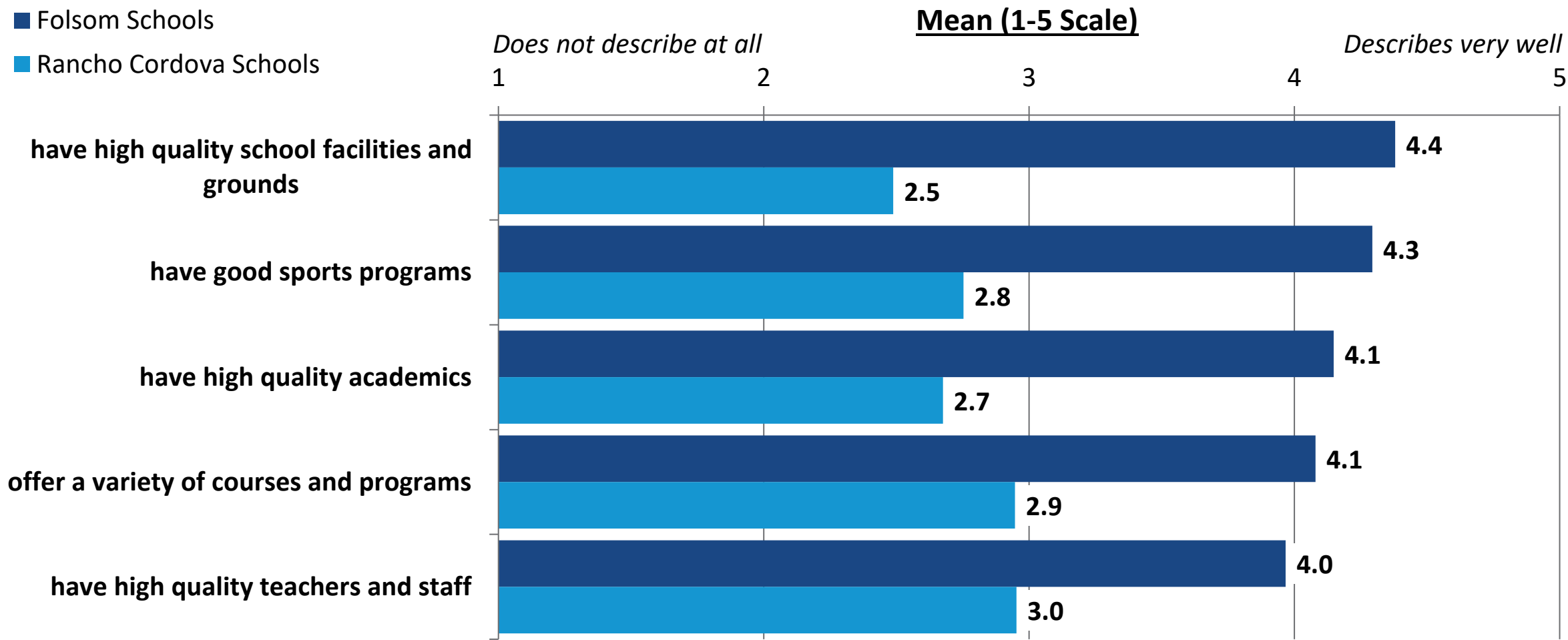
School Descriptor Comparison among FCUSD Parents

ATTACHMENT 3

EMC

research

The difference in mean ratings is even more stark amongst current FCUSD parents.





Potential District Division

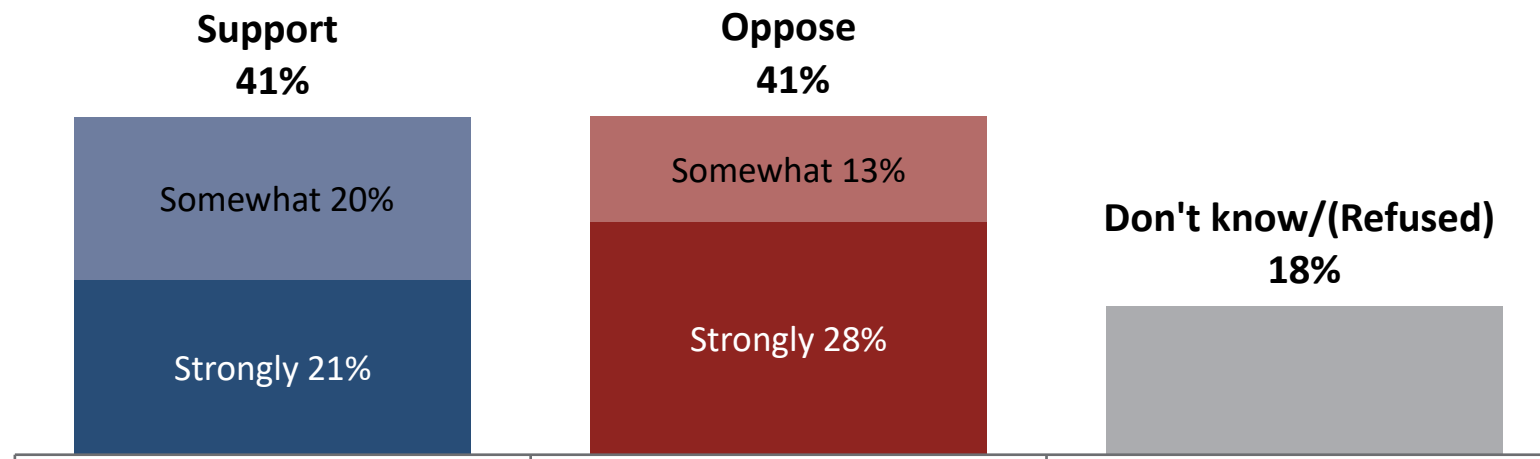
ITEM 3.1. District Division Support Initial Ask

ATTACHMENT 3



Residents are split on the idea of dividing the district initially, though there is higher intensity on the opposition side.

Would you support or oppose dividing the Folsom Cordova Unified School District into two different school districts, one that serves families in Folsom, and the other that serves families in Rancho Cordova, Mather, and other western parts of the current district?

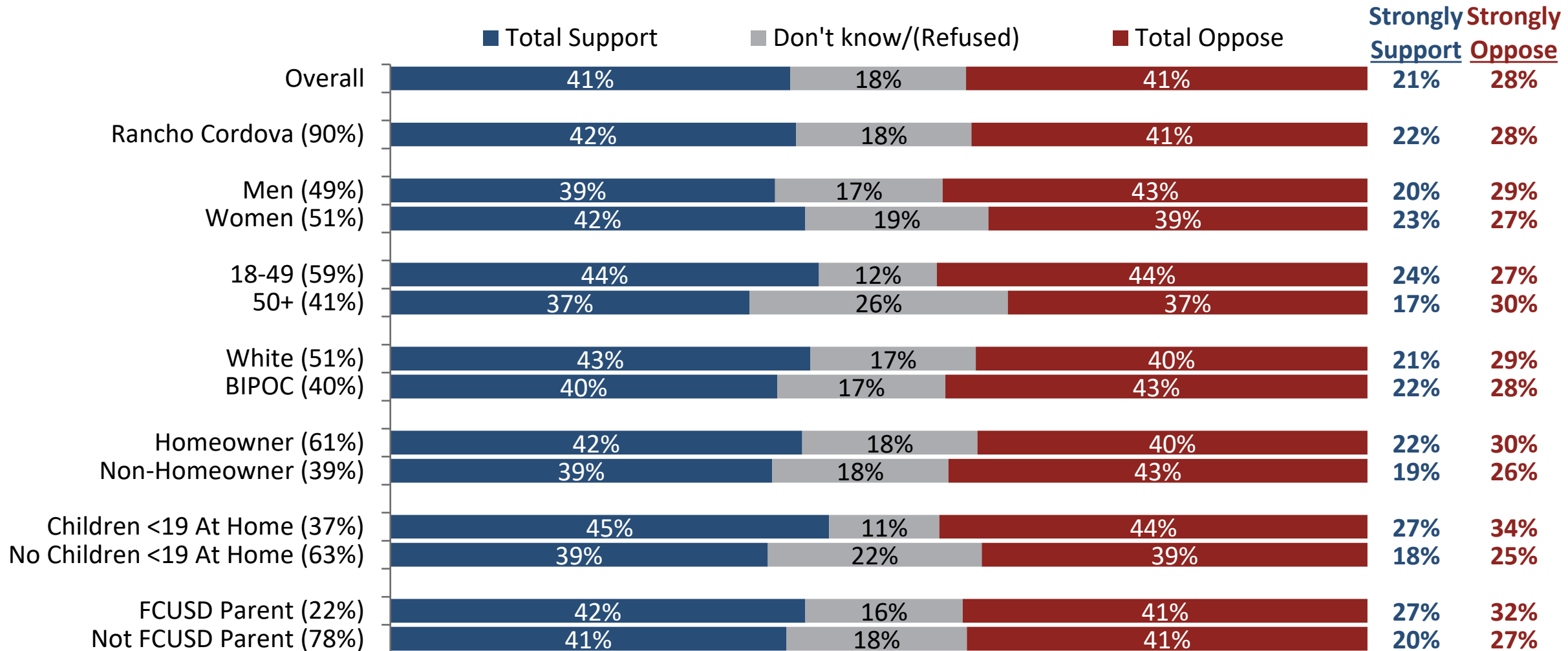


District Division Initial Ask by Subgroups

ITEM 3.1.

ATTACHMENT 3

Across subgroups, residents are split on the idea of dividing the district. About a fifth are not sure.



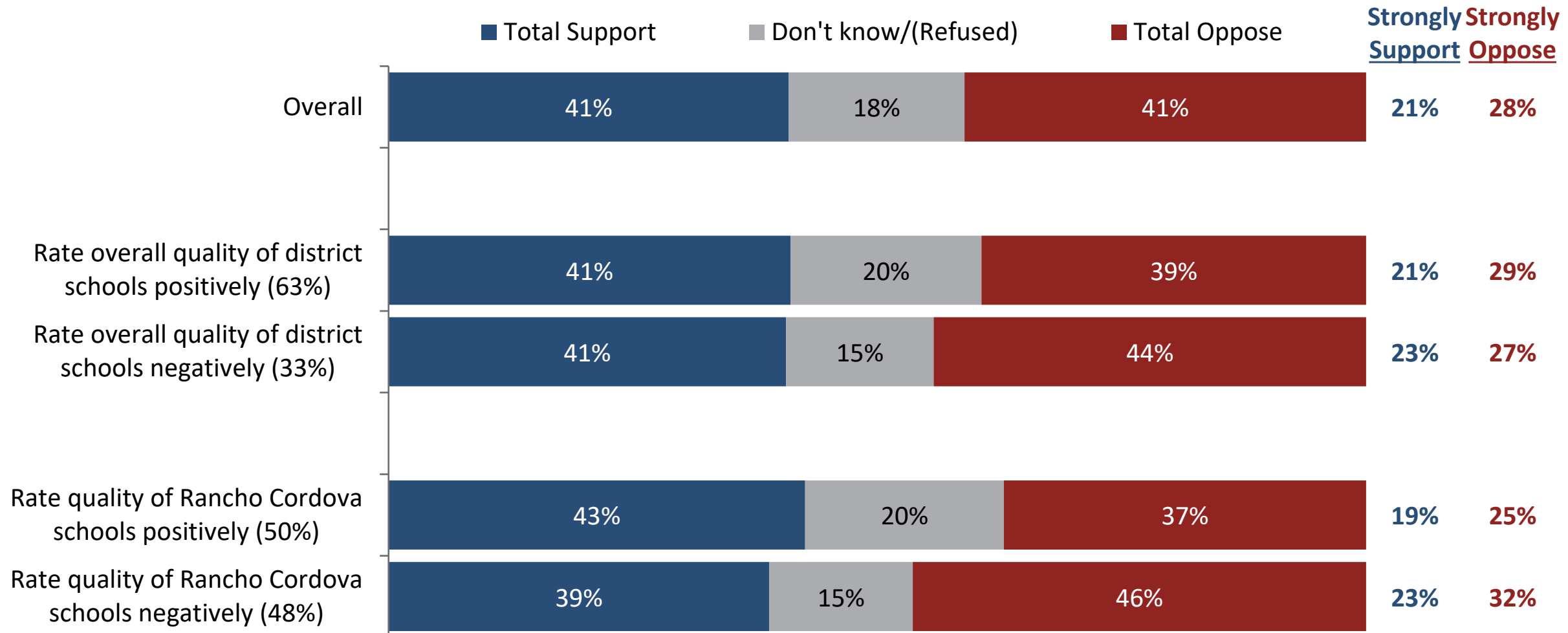
Q40. Would you support or oppose dividing the Folsom Cordova Unified School District into two different school districts, one that serves families in Folsom, and the other that serves families in Rancho Cordova, Mather, and other western parts of the current district?

District Division Initial Ask by Subgroups

ITEM 3.1.

ATTACHMENT 3

Residents who negatively rate Rancho Cordova schools are more likely to oppose the division – suggesting they may not see dividing the district as a solution to existing issues.



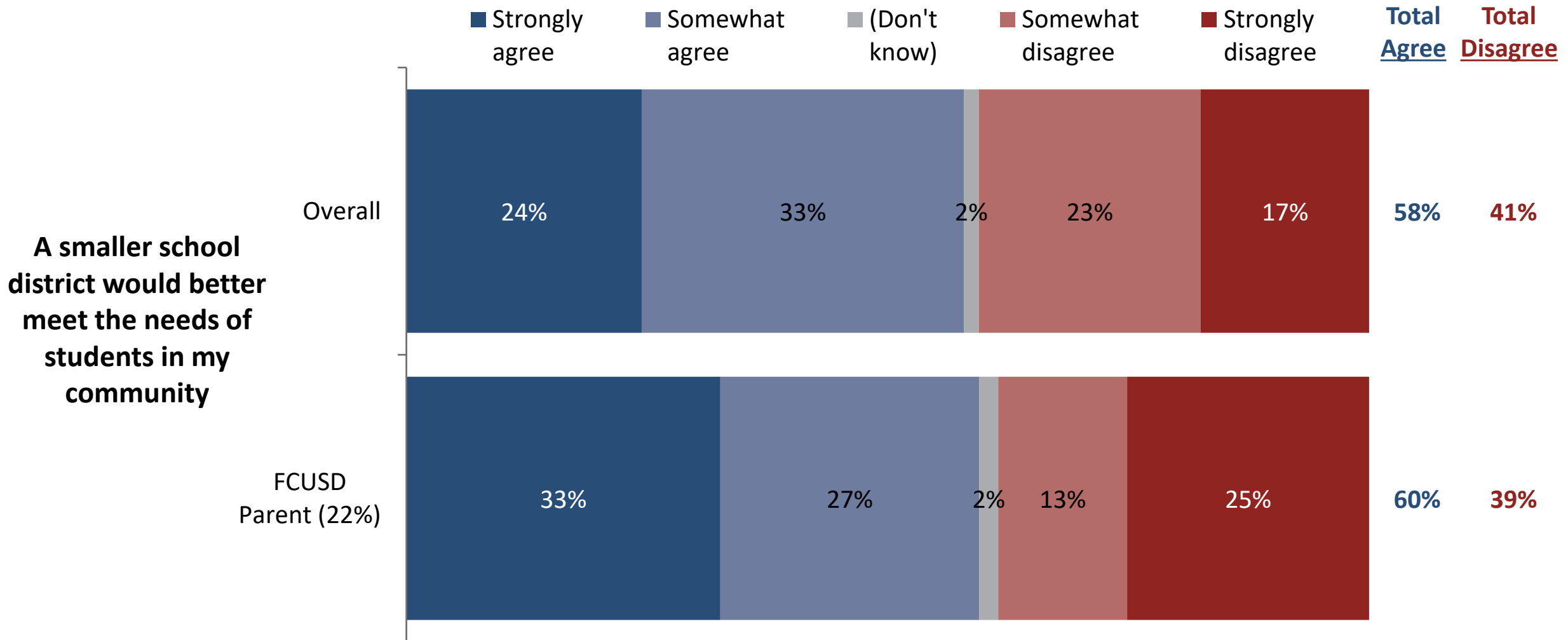
Q40. Would you support or oppose dividing the Folsom Cordova Unified School District into two different school districts, one that serves families in Folsom, and the other that serves families in Rancho Cordova, Mather, and other western parts of the current district?

Smaller District Belief

ITEM 3.1.

ATTACHMENT 3

About 6-in-10 overall and among district parents agree that a smaller district would better meet the needs of students, but current parents are more likely to strongly agree.



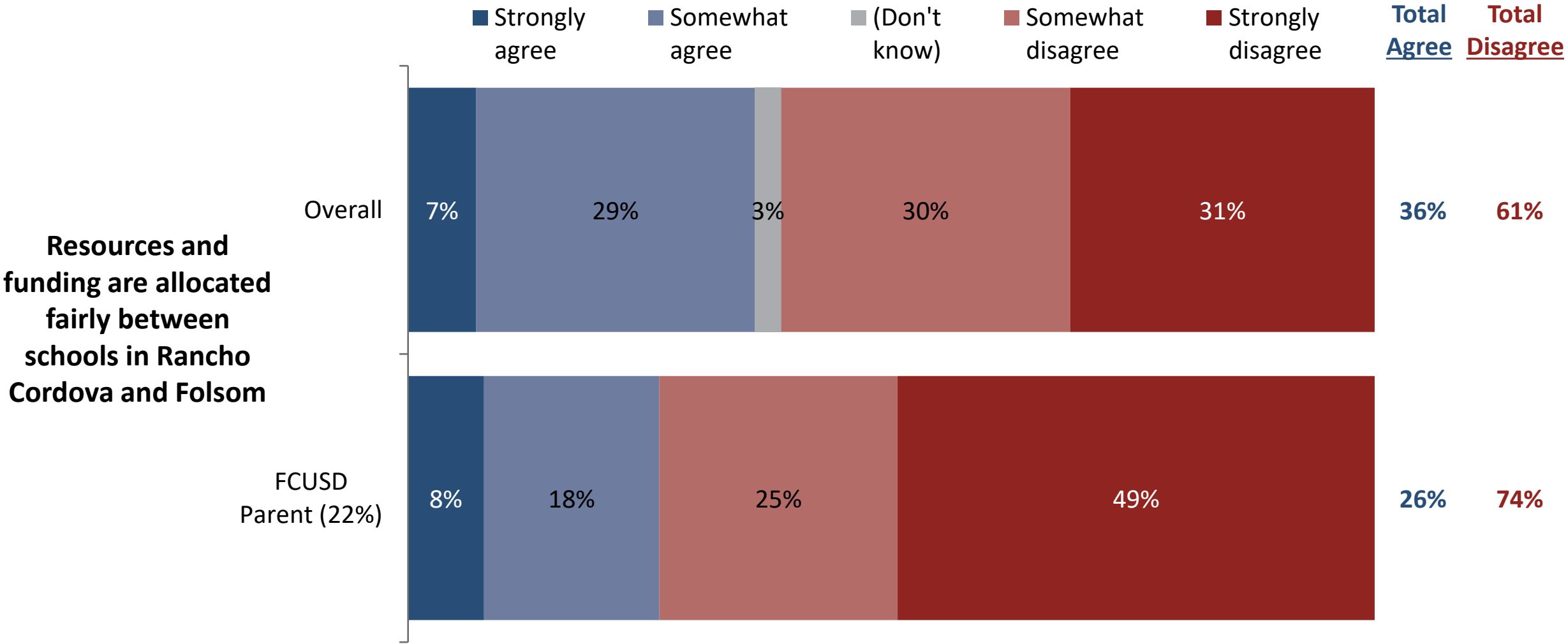
Fair Resource Allocation Belief

ITEM 3.1.

ATTACHMENT 3



Most disagree that resources and funding are allocated fairly between schools; half of parents in this area strongly disagree.

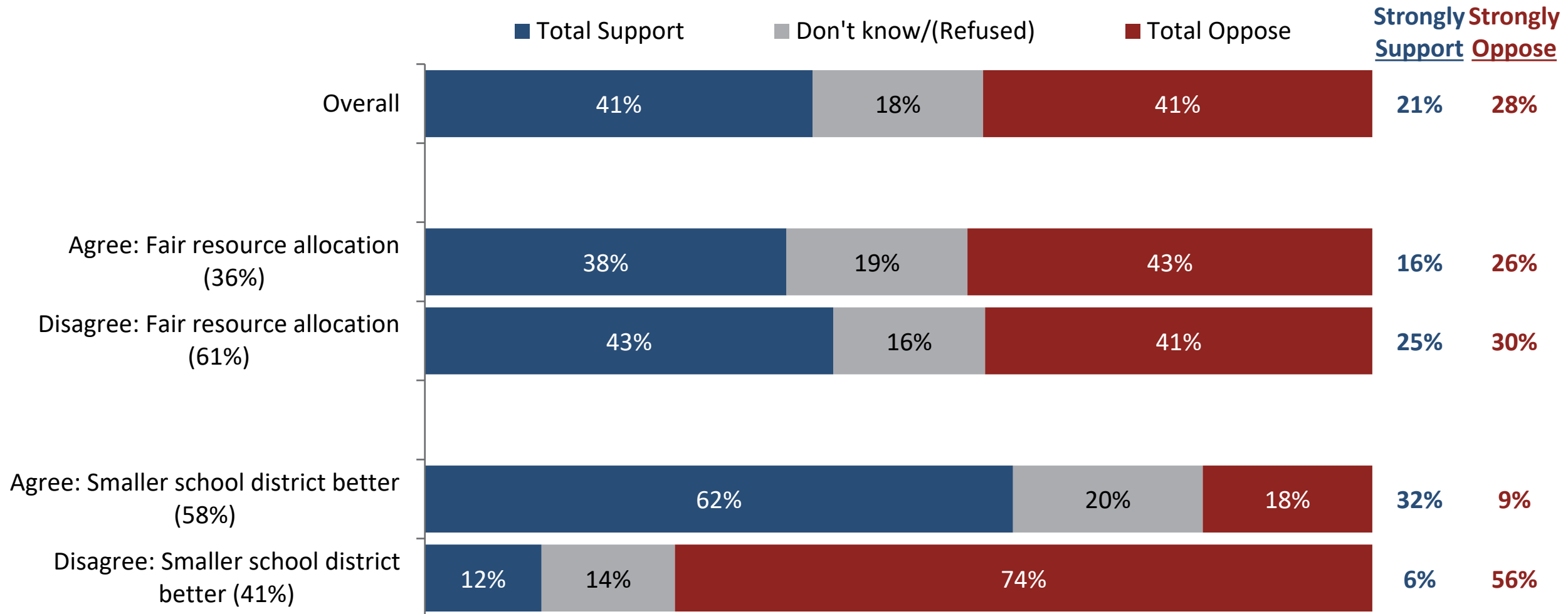


District Division Initial Ask by Beliefs

ITEM 3.1.

ATTACHMENT 3

Most who agree that a smaller school district would be better for students support dividing the district. Support is similar regardless of whether residents believe resources are fairly allocated, though intensity is stronger among those who disagree.



Q40. Would you support or oppose dividing the Folsom Cordova Unified School District into two different school districts, one that serves families in Folsom, and the other that serves families in Rancho Cordova, Mather, and other western parts of the current district?

Support District Division Statements

ITEM 3.1.

ATTACHMENT 3



Over a third of residents find the local leadership, new resources, and local funding arguments very convincing.

[LOCAL LEADERSHIP] Kids in Rancho Cordova deserve to have the same quality school facilities and academics as kids in Folsom. An independent district would ensure Rancho Cordova area students are served by local leadership who can focus on our schools' needs and who will be accountable only to our community.

Very, 43%

Somewhat, 32%

75% Convincing

[NEW RESOURCES] The new Rancho Cordova and Mather district would qualify Rancho Cordova schools for millions more in state funding.

39%

33%

72%

[LOCAL FUNDING] Establishing an independent school district would ensure all funding intended for Rancho Cordova area schools benefits local students, rather than getting unfairly distributed to schools in Folsom.

39%

31%

70%

[COMMUNITY BENEFIT] Whether you have kids in school or not, better schools increase property values and strengthen the local economy, and an independent district in Rancho Cordova and Mather will better meet community needs and prepare students for our local workforce.

30%

36%

67%

[MORE RESPONSIVE STAFF AND PROGRAMS] Creating two independent school districts would allow local schools to tailor their educational and extracurricular programs and have more high-quality, culturally responsive teachers, coaches, and mentors who understand the unique needs and interests of Rancho Cordova area students.

25%

38%

63%

Q43-47. Next you will read statements from people who support dividing the Folsom Cordova Unified School District into two different districts. After each one, please indicate how convincing that statement is as a reason to support dividing the school district.

ITEM 3.1.

Support Statements among FCUSD Parents

ATTACHMENT 3

EMC
research

Current FCUSD parents are more likely to find the local funding statement very convincing compared to the overall.

[LOCAL LEADERSHIP] Kids in Rancho Cordova deserve to have the same quality school facilities and academics as kids in Folsom. An independent district would ensure Rancho Cordova area students are served by local leadership who can focus on our schools' needs and who will be accountable only to our community.

Very, 45%

Somewhat, 24%

70% Convincing

[NEW RESOURCES] The new Rancho Cordova and Mather district would qualify Rancho Cordova schools for millions more in state funding.

33%

33%

66%

[LOCAL FUNDING] Establishing an independent school district would ensure all funding intended for Rancho Cordova area schools benefits local students, rather than getting unfairly distributed to schools in Folsom.

47%

18%

65%

[COMMUNITY BENEFIT] Whether you have kids in school or not, better schools increase property values and strengthen the local economy, and an independent district in Rancho Cordova and Mather will better meet community needs and prepare students for our local workforce.

30%

34%

64%

[MORE RESPONSIVE STAFF AND PROGRAMS] Creating two independent school districts would allow local schools to tailor their educational and extracurricular programs and have more high-quality, culturally responsive teachers, coaches, and mentors who understand the unique needs and interests of Rancho Cordova area students.

29%

29%

58%

Q43-47. Next you will read statements from people who support dividing the Folsom Cordova Unified School District into two different districts. After each one, please indicate how convincing that statement is as a reason to support dividing the school district.

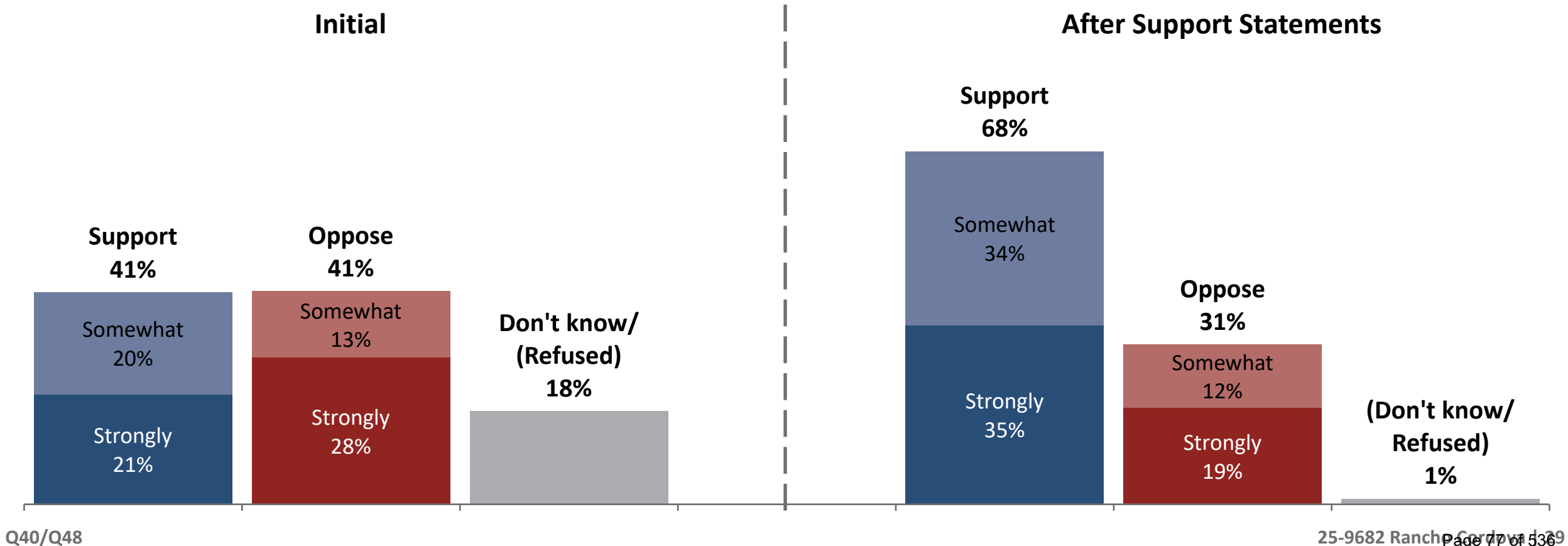
District Division Ask After Support

ITEM 3.1

ATTACHMENT 3

After statements describing benefits, two-thirds of residents support the proposed division.

Given what you have read, would you support or oppose dividing the Folsom Cordova Unified School District into two different school districts, one that serves families in Folsom, and the other that serves families in Rancho Cordova, Mather, and other western parts of the current district?



ITEM 3.1. Oppose District Division Statements

ATTACHMENT 3



All negative statements are convincing to at least 60% of residents. Over a third say the “reduces choice” statement is very convincing.

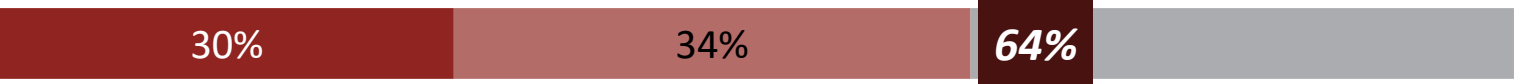
[REDUCES CHOICE] Dividing the existing school district would make it much harder for Rancho Cordova-area parents to send their children to Folsom schools. That means kids in our community wouldn’t have the option to participate in advanced college-preparatory courses, athletics, and other programs that are currently only available in Folsom schools.



[STUDENTS WITH DISABILITIES] If the school district is divided, the new Rancho Cordova-area district wouldn’t be able to maintain the same level of service for students with disabilities that the combined district is able to offer.



[LESS RESOURCES] Our students benefit from being part of a bigger district with more resources and programs. Dividing the district will result in worse, even more under-resourced schools, which is bad for our children and for our community.



[DISTRICT TRANSITION] Setting up a new district is a complicated process that takes time to do properly and will require hiring new administrators, duplicating roles in our small region. Our students will suffer during the uncertainty of this transition and there’s no guarantee that we’ll get better schools as a result.



ITEM 3.1

Opposition Statements among FCUSD Parents

ATTACHMENT 3

EMC

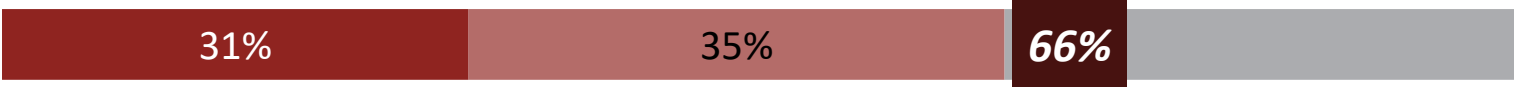
research

Nearly half of parents say the “reduces choice” opposition statement is very convincing.

[REDUCES CHOICE] Dividing the existing school district would make it much harder for Rancho Cordova-area parents to send their children to Folsom schools. That means kids in our community wouldn’t have the option to participate in advanced college-preparatory courses, athletics, and other programs that are currently only available in Folsom schools.



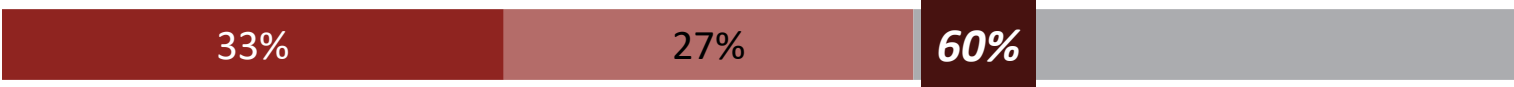
[STUDENTS WITH DISABILITIES] If the school district is divided, the new Rancho Cordova-area district wouldn’t be able to maintain the same level of service for students with disabilities that the combined district is able to offer.



[LESS RESOURCES] Our students benefit from being part of a bigger district with more resources and programs. Dividing the district will result in worse, even more under-resourced schools, which is bad for our children and for our community.



[DISTRICT TRANSITION] Setting up a new district is a complicated process that takes time to do properly and will require hiring new administrators, duplicating roles in our small region. Our students will suffer during the uncertainty of this transition and there’s no guarantee that we’ll get better schools as a result.



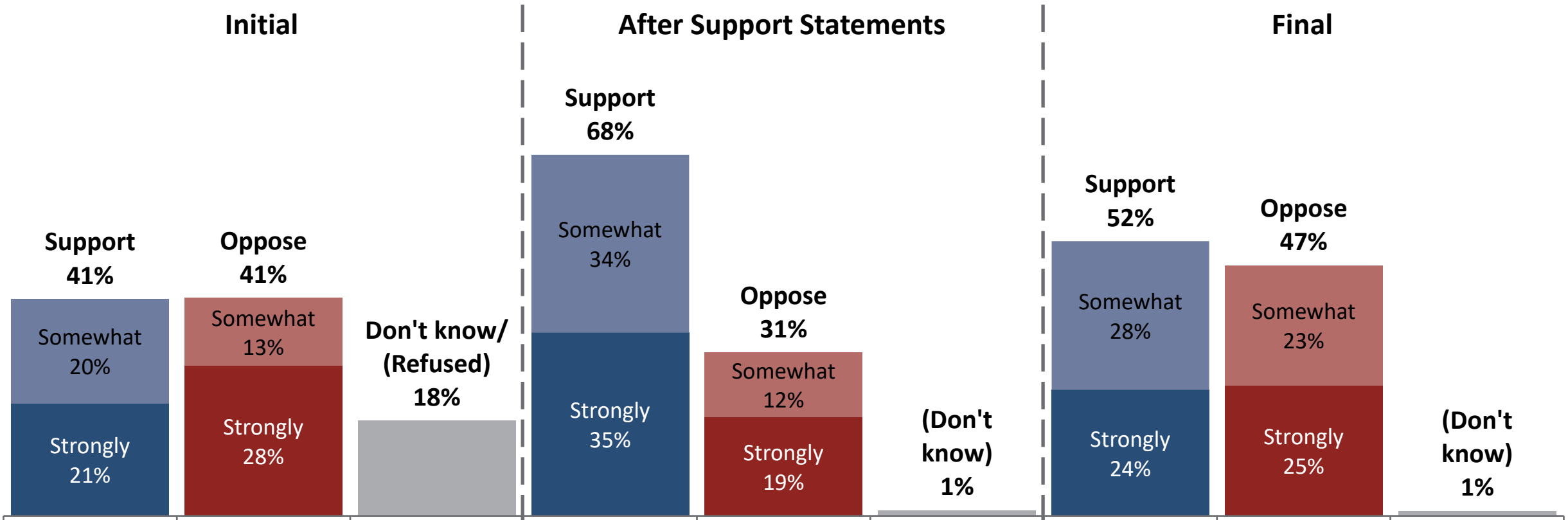
Final District Division Ask

ITEM 3.1.

ATTACHMENT 3

On the final ask, sentiment returns to being divided, with about half of residents supporting the proposed division and half opposing.

Finally, after everything you have read, would you support or oppose dividing the Folsom Cordova Unified School District into two different school districts, one that serves families in Folsom, and the other that serves families in Rancho Cordova, Mather, and other western parts of the current district?



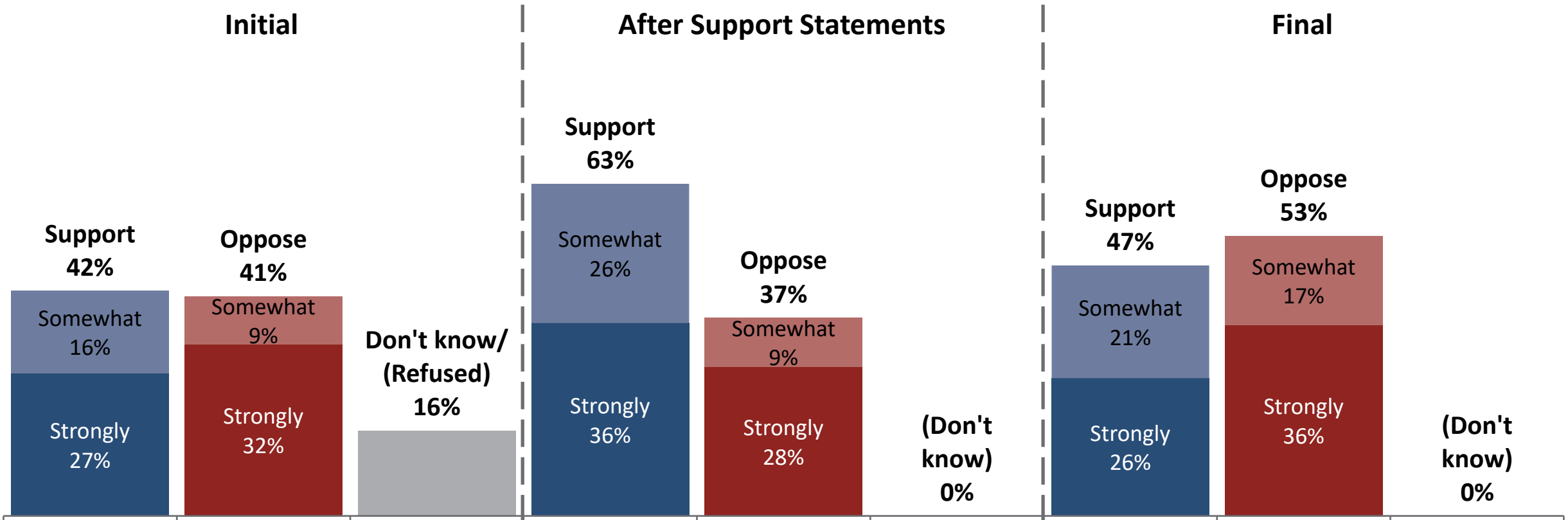
Support Progression **among FCUSD Parents**

ITEM 3.1.

ATTACHMENT 3

FCUSD parents hold more intense opinions throughout the progression, particularly among those who oppose the division.

Finally, after everything you have read, would you support or oppose dividing the Folsom Cordova Unified School District into two different school districts, one that serves families in Folsom, and the other that serves families in Rancho Cordova, Mather, and other western parts of the current district?

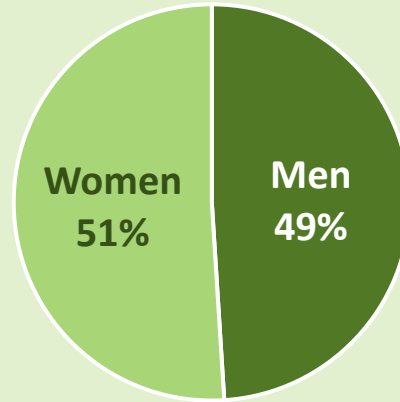
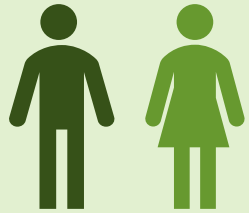


Respondent Profile

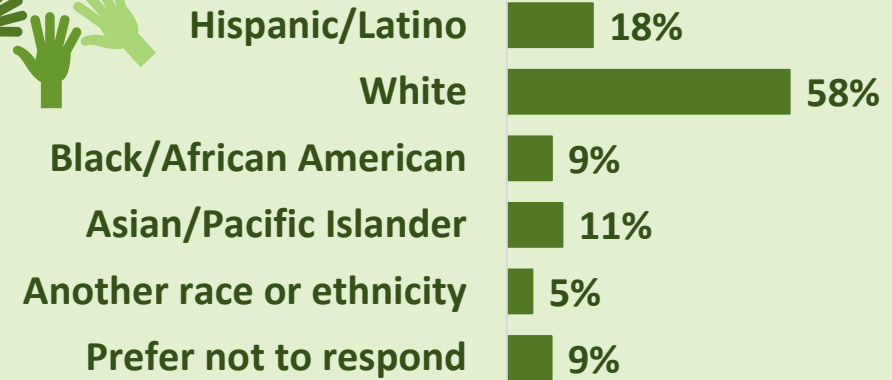
ITEM 3.1.

ATTACHMENT 3

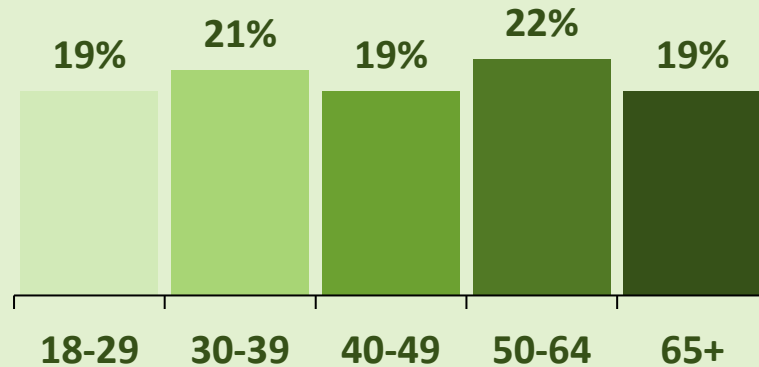
Gender



Ethnicity



Age



Education

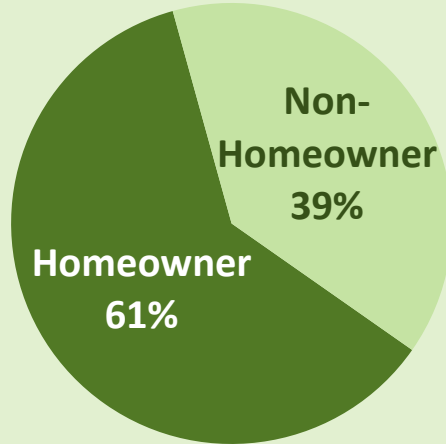


Respondent Household Profile

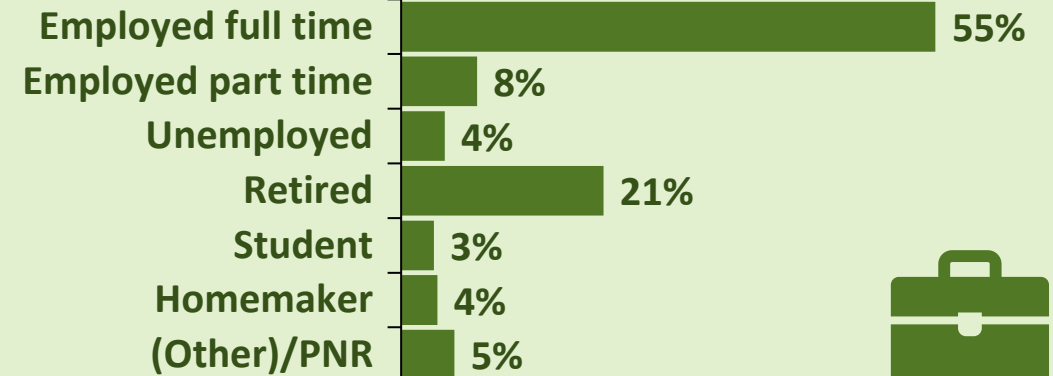
ITEM 3.1.

ATTACHMENT 3

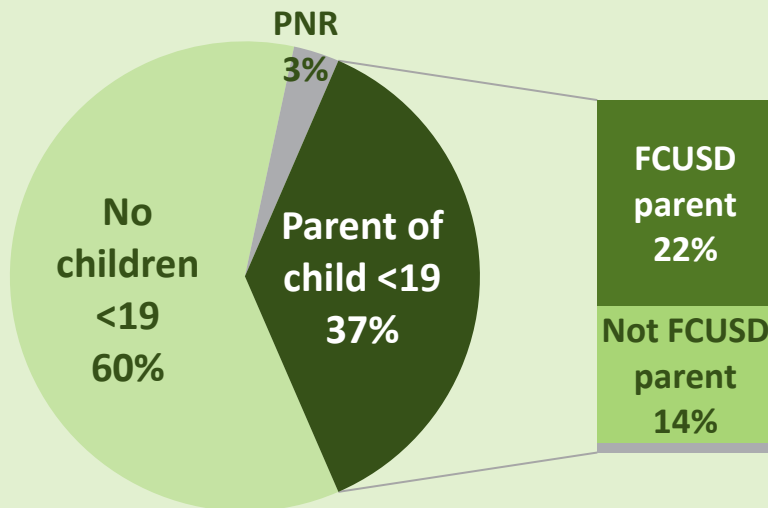
Homeowner



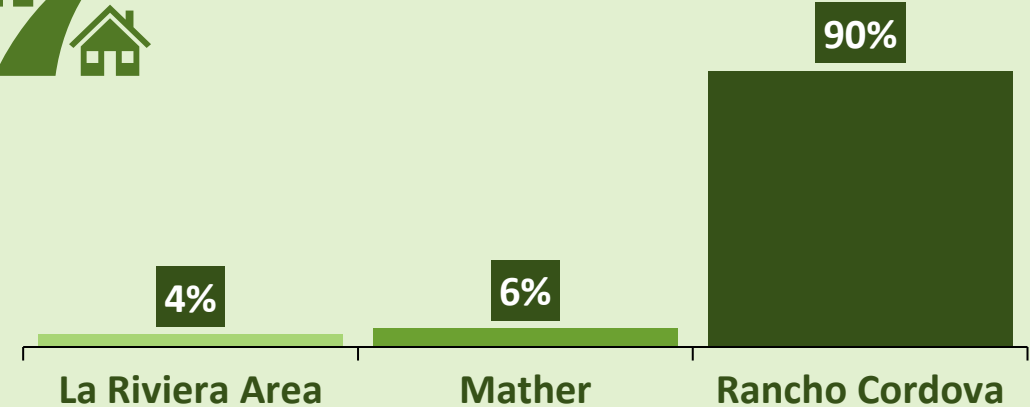
Employment



Parent/ Guardian



Region (within FCUSD)





Jessica Polsky-Sanchez
510.550.8933
jessica@emcresearch.com

Sianna Ziegler
206.204.8045
sianna@emcresearch.com

Emerson Rogers
erogers@emcresearch.com

CITY OF RANCHO CORDOVA



CITY COUNCIL MEETING
Monday, September 15, 2025

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

City Hall
2729 Prospect Park Drive, Rancho Cordova, CA

DRAFT MINUTES

1. REGULAR MEETING - CALL TO ORDER/ROLL CALL

Vice Mayor Gatewood called the Regular meeting to order in the David B. Roberts Council Chambers at 5:30 p.m.

Council Members Present: Linda Budge, Joe Little, and Vice Mayor Garrett Gatewood

Council Members Absent: David Sander and Siri Pulipati

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

2. METRO CABLE TV TELEVISION ANNOUNCEMENT

The City Clerk read the meetings recordings and playback schedule.

3. PLEDGE OF ALLEGIANCE

Richard Montgomery led the pledge.

4. INVOCATION

Daniel DeRosa from Church in Rancho Cordova gave the invocation.

5. PRESENTATIONS

5.1. Presentation of Proclamation in Recognition of Prostate Cancer Awareness Month.

5.2. Historic Presentation by the Lerch/Lauridson Family.

6. PUBLIC COMMENT

Vice Mayor Gatewood opened the public comment period. The following individuals

ITEM 13.1.

Rancho Cordova City Council - DRAFT MINUTES
Meeting of Monday, September 15, 2025

ATTACHMENT 1

addressed the Council or submitted public comment via email:

1. Helen Whelan-Bashaw

Vice Mayor Gatewood closed the public comment period.

7. COUNCIL REPORTS

Council reported on events since the last meeting.

8. CITY MANAGER'S REPORT

City Manager Micah Runner gave his report.

9. CONSENT CALENDAR ITEMS - ROLL CALL VOTE

ACTION: Motion to approve items 9.1 through 9.3 with amendments to the September 2, 2025, meeting minutes by Little second by Budge;
Motion passed with a 3:0 vote.

AYES: Budge, Little, and Gatewood

NOES: None

ABSENT: Sander and Pulipati

ABSTAIN: None

- 9.1. **Subject:** Meeting Minutes from the Special City Council Meeting on August 26, 2025, and the Regular City Council Meeting of September 2, 2025.

Recommendation: Adopt the minutes.

- 9.2. **Subject:** Second Reading of an Ordinance of the City Council of the City of Rancho Cordova, State of California, Amending Title 23, Article 9 Specific Use Provisions of the City of Rancho Cordova Municipal Code.

Recommendation: Waive the second reading and adopt the Ordinance.

- 9.3. **Subject:** A Resolution Authorizing the City Manager to Execute Contract No. 2025-199 in an Amount not to Exceed \$284,045.00 with Lister Construction, Inc. to Construct the ADA Sidewalk Improvements Project at Various Locations in the City.

Recommendation: Adopt the Resolution.

10. CONSENT PUBLIC HEARING ITEMS - ROLL CALL VOTE

None.

11. PUBLIC HEARING ITEMS

None.

12. REGULAR CALENDAR ITEMS

- 12.1. **Subject:** Sifi Update on Citywide High Speed Internet Project in Rancho Cordova.

Recommendation: Receive presentation from Sifi.

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

ACTION: Input was received regarding the Sifi Update on Citywide High Speed Internet Project in Rancho Cordova.

- 12.2. **Subject:** Sacramento Regional Transit Update on Horn Road Light Rail Station — Funding and Design Options.

Recommendation: Receive information from Sacramento Regional Transit staff and

ITEM 13.1.

Rancho Cordova City Council - DRAFT MINUTES
Meeting of Monday, September 15, 2025

ATTACHMENT 1

provide direction on preferred design alternative.

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

ACTION: Input was received regarding the Sacramento Regional Transit Update on the Horn Road Light Rail Station - Funding and Design Options.

- 12.3. **Subject:** Measure R and Measure H Community Enhancement & Investment Fund Citizen Oversight Board Appointments.

Recommendation: Discuss and select, by a majority vote of the full City Council, an appointment to fill a vacancy on the Citizen Oversight Board as well as the appointments of one-year term/at-large student appointees representing Folsom Cordova Unified School District and the Folsom Lake College - Rancho Cordova Promise Program.

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

ACTION: Motion to appoint Philip Thai to fill a vacancy on the Community Enhancement & Investment Fund Citizen Oversight Board by Gatewood second by Budge;

Motion passed with a 3:0 vote.

AYES: Budge, Little, and Gatewood

NOES: None

ABSENT: Sander and Pulipati

ABSTAIN: None

ACTION: Motion to appoint Vanshit Thakkar and Jonathan Estrada as Student At-Large Members to the Community Enhancement & Investment Fund Citizen Oversight Board by Gatewood second by Budge;

Motion passed with a 3:0 vote.

AYES: Budge, Little, and Gatewood

NOES: None

ABSENT: Sander and Pulipati

ABSTAIN: None

13. COUNCIL REQUESTS FOR FUTURE AGENDA ITEMS

None.

14. ADJOURN TO CLOSED SESSION

Vice Mayor Gatewood adjourned the meeting to closed session at 6:39 p.m.

15. CLOSED SESSION - CALL TO ORDER/ROLL CALL

Vice Mayor Gatewood called closed session to order at 6:40 p.m.

Council Members Present: Linda Budge, Joe Litte, and Vice Mayor Garrett Gatewood

Council Members Absent: David Sander and Siri Pulipati

Staff Members Present: Adam Lindgren and Micah Runner

16. CLOSED SESSION

Council met in closed session to discuss the following item:

ITEM 13.1.

ATTACHMENT 1

Rancho Cordova City Council - DRAFT MINUTES
Meeting of Monday, September 15, 2025

- 16.1. CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION (pursuant to California Government Code Section 54956.9(d)(1)). Peter A. Demetroulas and Julie Demetroulas, as Trustees of the Demetroulas Family Trust Dated September 6, 1995 v. City of Rancho Cordova, Sacramento County Superior Court Case Number 24CV009544.

17. OPEN SESSION - REPORT FROM CLOSED SESSIONS

City Attorney Adam Lindgren reported that on September 2, 2025 Council met in closed session regarding the following: CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION Pursuant to Government Code Section 54956.9(d)(4) (one case): Potential Litigation Related to National Opioid Cases and Settlement (In re: National Prescription Opiate Litigation, U.S.D.C., Northern District of Ohio, MDL No. 2804, Case No. 17-MD-2804) and CONFERENCE WITH LEGAL COUNSEL - ANTICIPATED LITIGATION Pursuant to Government Code Section 54956.9(d)(4) (one case): Potential Litigation Related to National Opioid Cases and Settlement (In re: Purdue Pharma L.P., et al, United States Bankruptcy Court., Southern District of New York, Case No. 19-23649), the City Council provided authorization for the City to enter into settlement agreements for both of those cases.

City Attorney Adam Lindgren reported that for the September 15, 2025 closed session Council took up one case and authorized the city to settle litigation in the amount of \$40,000.

18. ADJOURNMENT

Vice Mayor Gatewood adjourned the meeting at 6:52 p.m.

Stacy Leitner, CMC
City Clerk

CITY OF RANCHO CORDOVA



CITY COUNCIL MEETING
Tuesday, September 23, 2025

5:30 PM — Special Meeting
David B. Roberts Council Chambers

City Hall
2729 Prospect Park Drive, Rancho Cordova

DRAFT MINUTES

1. 4:00 PM SPECIAL MEETING - CALL TO ORDER/ROLL CALL

Vice Mayor Gatewood called the Special meeting to order in the David B. Roberts Council Chambers at 4:12 p.m.

Council Members Present: Linda Budge, Joe Little, David Sander, and Vice Mayor Garrett Gatewood

Council Members Absent: Siri Pulipati

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

2. PUBLIC COMMENT

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

3. ADJOURN TO CLOSED SESSION

Vice Mayor Gatewood adjourned the meeting to closed session at 4:14 p.m.

4. CLOSED SESSION - CALL TO ORDER/ROLL CALL

Vice Mayor Gatewood called closed session to order at 4:14 p.m.

Council Members Present: Linda Budge, Joe Little, David Sander, and Vice Mayor Garrett Gatewood

Council Members Absent: Siri Pulipati

ITEM 13.2.

Rancho Cordova City Council - DRAFT MINUTES
Meeting of Tuesday, September 23, 2025

ATTACHMENT 2

Staff Members Present: Adam Lindgren and Micah Runner

5. CLOSED SESSION

Council met in closed session to discuss the following item:

- 5.1. CONFERENCE WITH REAL PROPERTY NEGOTIATORS: Pursuant to Government Code Section 54956.8: Property: 2875 Kilgore Road, Rancho Cordova APN: 072-0490-024-0000. City Negotiators: Micah Runner, City Manager, and Adam U. Lindgren, City Attorney. Under Negotiation: Price and Terms of Payment.

6. OPEN SESSION - REPORT FROM CLOSED SESSION

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

7. ADJOURN TO SPECIAL MEETING

Mayor Pulipati adjourned closed session to the special meeting reconvening at 5:30 p.m. at 5:34 p.m.

8. SPECIAL MEETING - CALL TO ORDER/ROLL CALL

Mayor Pulipati called the Special meeting back to order in the David B. Roberts Council Chambers at 5:34 p.m.

Council Members Present: Linda Budge, Garrett Gatewood, Joe Little, David Sander, and Mayor Siri Pulipati

Council Members Absent: None

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

9. PUBLIC COMMENT

Mayor Pulipati stated that public comment would be taken once Council has heard from staff regarding the items on the agenda.

10. 5:30 PM OR SOON THEREAFTER - SPECIAL MEETING ITEM

- 10.1. **Subject:** AI & Robotics Ecosystem Authorization to Enter into a Professional Services Agreement with Human Machine Collaboration Institute (HMCI), Budget Appropriation of \$5 Million, and Enter into a Memorandum of Understanding with NVIDIA and HMCI.

Recommendation: Adopt the Resolution authorizing the City Manager, or designee, to execute a Professional Services Agreement with HMCI, subject to approval as to form by the City Attorney, including final scope of work as deemed consistent with the Resolution by the Advisory Group, timelines, governance, and payment schedule, and compliant with all applicable provisions of state and local law; and approve budget appropriation for an amount not to exceed \$5,000,000 to fund activities in support of the AI & Robotics Ecosystem; and authorize the City Manager to enter into a Memorandum of Understanding (MOU) with NVIDIA Corporation and HMCI to operationalize NVIDIA's platforms, curriculum, and certification pathways at the regional level.

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

1. Erik Swanson
2. Diann Rogers

ITEM 13.2.

Rancho Cordova City Council - DRAFT MINUTES
Meeting of Tuesday, September 23, 2025

ATTACHMENT 2

3. Tiffani Alvidrez
4. Adonai Mack
5. Daniel Francisco
6. James Garcia
7. Hemant Bhargava
8. Josh Hoover
9. Jonmichael Hands
10. Dr. Art Pimentel
11. Adonai Mack
12. Donald Childs

Mayor Pulipati closed the public comment period.

ACTION: Motion to approve item 10.1. by Gatewood second by Budge;
Motion passed with a 4:1 vote.

AYES: Budge, Gatewood, Sander, and Pulipati

NOES: Little

ABSENT: None

ABSTAIN: None

BREAK 6:23 PM - 6:31 PM

11. 6:30 PM OR SOON THEREAFTER - SPECIAL MEETING ITEM

- 11.1. **Subject:** Economic Development and Participation Agreement: 2875 Kilgore Road and Parcels: 072-0490-024-0000, 072-0223-004-0000, 072-0223-001-0000, 072-0223-003-0000, 072-0223-002-0000, 058-0530-001-0000, 058-0530-002-0000, and 072-0490-004-0000, and California Environmental Quality Act (CEQA) Exemptions.

Recommendation: Review, discuss and adopt the Resolution approving the Economic Development and Participation Agreement (EDPA) and approve the CEQA exemptions. The EDPA is exempted from the California Environmental Quality Act pursuant to CEQA Guideline section 15004 (b)(4) as the EDPA is for financing only. The EDPA is also consistent with the provisions of CEQA Guidelines section 15183.

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

1. Dan Branton
2. Allyn Green
3. Diann Rogers
4. Sara Malone
5. James Garcia
6. Helen Whelan-Bashaw
7. Jaime Torres
8. Keith Tozer
9. Jenny Hooker
10. Dr. Parnell Lovelace
11. Mitchell Bechtel
12. Noah Painter
13. Corey Brandt
14. Caleb Kwong
15. DeJohn Jones
16. Valerie Knippschild

ITEM 13.2.

Rancho Cordova City Council - DRAFT MINUTES
Meeting of Tuesday, September 23, 2025

ATTACHMENT 2

17. Lupe Hernandez
18. Leoni Fabiani
19. Marilyn Metzger
20. Jonathan Armstrong
21. Brandon Collins
22. Ron Trengove
23. Krystallynn Ortega
24. Sara Malone, Marilyn Metzger, and Ane Deister
25. Josh Hoover
26. Robert Butler
27. Kat Natsuko
28. Eva Yoon
29. Jordan Strutsman
30. Sandeep Pannu
31. Donald Childs
32. Warren Smith

Mayor Pulipati closed the public comment period.

ACTION: Motion to approve item 11.1. by Budge second by Sander;
Motion passed with a 5:0 vote.

12. ADJOURNMENT

Mayor Pulipati adjourned the meeting at 8:06 p.m.

Stacy Leitner, CMC
City Clerk

MEMORANDUM



ITEM 13.2.

DATE: October 6, 2025

TO: Honorable Mayor and Council Members

FROM: Albert Stricker, Public Works Director
Edgar Medina, Assistant Public Works Director
Kevin Velazquez, Assistant Civil Engineer

SUBJECT: **A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT AMENDMENT NO. 2025-83-1 WITH BENNETT ENGINEERING SERVICES, INC. TO INCREASE THE CONTRACT AMOUNT FROM \$132,324.00 TO AN AMOUNT NOT TO EXCEED \$164,244.00 FOR PROFESSIONAL ENGINEERING SERVICES ON THE HIGHWAY SAFETY IMPROVEMENT PROJECT (HSIP) CYCLE 12 TRAFFIC SIGNALS ENHANCEMENTS PROJECT**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution would provide various benefits to our community, specifically in road safety and visibility. Upgrading traffic signal heads will significantly improve the visibility of signals at intersections, which contributes to improved safety for all road users. Improved signal visibility helps in reducing accidents and contributes to safer streets overall.

BACKGROUND

The City of Rancho Cordova received a State Highway Safety Improvement Project (HSIP) Cycle 12 grant in 2025 for the amount of \$975,690 for the Traffic Signal Enhancements Project. This project includes upgrading vehicle signal lenses and adding retroreflective backplates to vehicle signal heads throughout the city to improve visibility and intersection safety.

The city selected Bennett Engineering Services, Inc., from its on-call list for professional design and engineering services through the completion of the project. Bennett Engineering has successfully supported the city in designing and constructing prior HSIP Cycle 9, 10 and 11 projects.

On July 7, 2025, City Council approved Contract No. 2025-83 for the design phase. As the design advanced, the project team identified additional intersection locations to include in the project. This contract amendment would cover the design services for the additional intersections. The additional scope of work for this amendment is covered within the original project budget and does not require additional funds. See attached map for current locations

and proposed contract locations.

The project timeline remains the same, with design having begun in summer 2025 and construction in fall/winter 2025.

FISCAL IMPACT AND FUNDING SOURCE

This project is included in the Capital Improvement Plan budget for Fiscal Years 2025-26 and 2026-27. The Project budget consists of funding from HSIP Grant Program and Infrastructure Replacement Fund. There is no impact on the city's General Fund.

ATTACHMENT(S)

1. Resolution
2. Contract Amendment No. 2025-83-1
3. Project Area Map

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT AMENDMENT NO. 2025-83-1 WITH BENNETT ENGINEERING SERVICES, INC., TO INCREASE THE CONTRACT AMOUNT FROM \$132,324.00 TO AN AMOUNT NOT TO EXCEED \$164,244.00 FOR PROFESSIONAL ENGINEERING SERVICES ON THE HSIP CYCLE 12 TRAFFIC SIGNALS ENHANCEMENTS PROJECT

WHEREAS, the City of Rancho Cordova received Highway Safety Improvement Program (HSIP) funds in the amount of \$975,690 to construct the Traffic Signals Enhancements Project (Project); and

WHEREAS, staff selected Bennett Engineering Services, Inc. from a qualified on-call list as the professional engineering consultant to develop the final designs for the project; and

WHEREAS, on July 2025, Council approved Contract No. 2025-83 with Bennett Engineering Services, Inc. in an amount not to exceed \$132,324.00 for professional services; and

WHEREAS, staff identified additional signal heads that would benefit from this phase of improvements; and

WHEREAS, Contract Amendment No. 2025-83-1 with Bennett Engineering Services, Inc. will increase the contract amount from \$132,324.00 to an amount not to exceed \$164,244.00 for professional services.

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. 2025-83-1 with Bennett Engineering Services, Inc. to increase the contract amount from \$132,324.00 to an amount not to exceed \$164,244.00 for professional engineering services on the HSIP Cycle 12 Traffic Signals Enhancements Project in a form approved by the City Attorney.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 6th day of October 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ITEM 13.2.

ATTACHMENT 1

ATTEST:

Stacy Leitner, CMC
City Clerk

Siri Pulipati, Mayor

**FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN
THE CITY OF RANCHO CORDOVA AND BENNET ENGINEERING SERVICES, INC**

This First Amendment to the Professional Services Agreement ("Amendment") is made by and between the City of Rancho Cordova ("City") and Bennet Engineering Services, Inc. ("Professional") as of October 6, 2025. City and Professional are hereinafter collectively referred to as the "Parties."

RECITALS

WHEREAS, on July 7, 2025, City Council approved and entered into a Professional Services Agreement ("PSA") for Professional Engineering Services on the HSIP Cycle 12 Traffic Signals Enhancements Project ; and

WHEREAS, the City of Rancho Cordova received Highway Safety Improvement Program (HSIP) funds in the amount of \$975,690 to construct the Traffic Signals Enhancements Project (Project); and

WHEREAS, staff selected Bennett Engineering Services, Inc. from a qualified on-call list as the professional engineering consultant to develop the final designs for the project; and

WHEREAS, this Contract Amendment 2025-83-1 will increase the contract amount by \$31,920.00 to a not-to-exceed contract amount of \$164,244.00; and

WHEREAS, this Contract Amendment 2025-83-1 is associated with 1) Additional signals that require enhancements; and 2) Final adjustments in fee estimate hours; and

NOW, THEREFORE, the Parties hereto agree as follows:

AGREEMENT

1. **The Parties agree to amend** Section 2 of the Agreement, "Compensation," provides for the City to pay Professional a sum not to exceed One hundred sixty-four thousand two hundred forty-four dollars: (\$164,244.00). The Parties agree to amend Section 2 of the Agreement in order to increase the compensation amount to pay Professional for additional services. The first sentence of Section 2 of the Agreement is amended to read as follows:

"City hereby agrees to pay Professional a sum not to exceed One hundred sixty-four thousand two hundred forty-four dollars (\$164,244.00), notwithstanding any contrary indication that may be contained in Professional's proposal, for services to be performed and reimbursable costs incurred under this Agreement."

2. The document entitled "Scope of Services," attached hereto as Exhibit C, shall add to the Agreement's Exhibit A.
3. The document entitled "Compensation Schedule," attached hereto as Exhibit D, shall add to the Agreement's Exhibit B.

4. All other terms and conditions in the Agreement shall remain in full force and effect to the extent they are not in conflict with this Amendment.
5. The signatures of the Parties to this Amendment may be executed and acknowledged on separate pages or in counterparts which, when attached to this Amendment, shall constitute one complete Amendment.

IN WITNESS WHEREOF, the parties have executed this Amendment as of the day and year first above written.

CITY OF RANCHO CORDOVA

PROFESSIONAL

Micah Runner, City Manager

Date:_____

Attest:

Stacy Leitner, CMC, City Clerk

Date:_____

Approved as to Form:

Adam U. Lindgren, City Attorney

Date:_____

EXHIBIT A

Exhibit A: Scope of Services – Amend No.1

Client: City of Rancho Cordova
 Consultant: Bennett Engineering Services Inc
 Project: HSIP Cycle 12 Signal Enhancements – 19-318-06
 Date: 08/22/25



Consultant's services shall be limited to those expressly set forth below, and Consultant shall have no other obligations or responsibilities for the Project or to the Client except as agreed to in writing or as provided in this Agreement. All of Consultant's services in any way related to the Project or Client shall be subject to the terms of this Agreement.

TASK 2. Plans, Specifications, and Estimate

BEN|EN will obtain as-built signal plans from the City of Rancho Cordova, assess, prepare 90% P&E, 100% PS&E, and provide design support during construction for the additional 12 intersections shown below:

1. Kilgore Rd and Trade Center Dr
2. Routier Rd and Lincoln Village Dr
3. Routier Rd Ped Signal at Lincoln Village Community Park
4. Routier Rd Ped Signal south of Ellenwood Ave
5. Douglas Rd and Borderlands Dr
6. Douglas Rd and Americanos Blvd
7. Douglas Rd and Cypress Grove Dr
8. Douglas Rd and Oceanview Dr
9. Chrysanthy Blvd and Adda Way Ped Signal
10. Chrysanthy Blvd and Rancho Cordova Pkwy
11. Chrysanthy Blvd and Grey Crow Cir Ped Signal
12. Chrysanthy Blvd and Boreal Owl Ct Ped Signal

BEN|EN will verify the existing conditions of the backplates and signal heads sizes in the field and check against the list of proposed signal backplate replacements provided by the City. In addition, BEN|EN will identify outdated pedestrian traffic signal heads, pedestrian pushbuttons, and curb ramps at project intersections, include recommendations, and document them in a table. All work identified under this task will be incorporated into the Subtask 2.2 and 2.3 included in the original contract Scope of Services.

INITIALS:

Page 1 of 1

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EXHIBIT B

Fee Estimate - Amendment #1

Client: City of Rancho Cordova

Consultant: Bennett Engineering Services

Project: HSP Cycle 12 Signal Enhancements

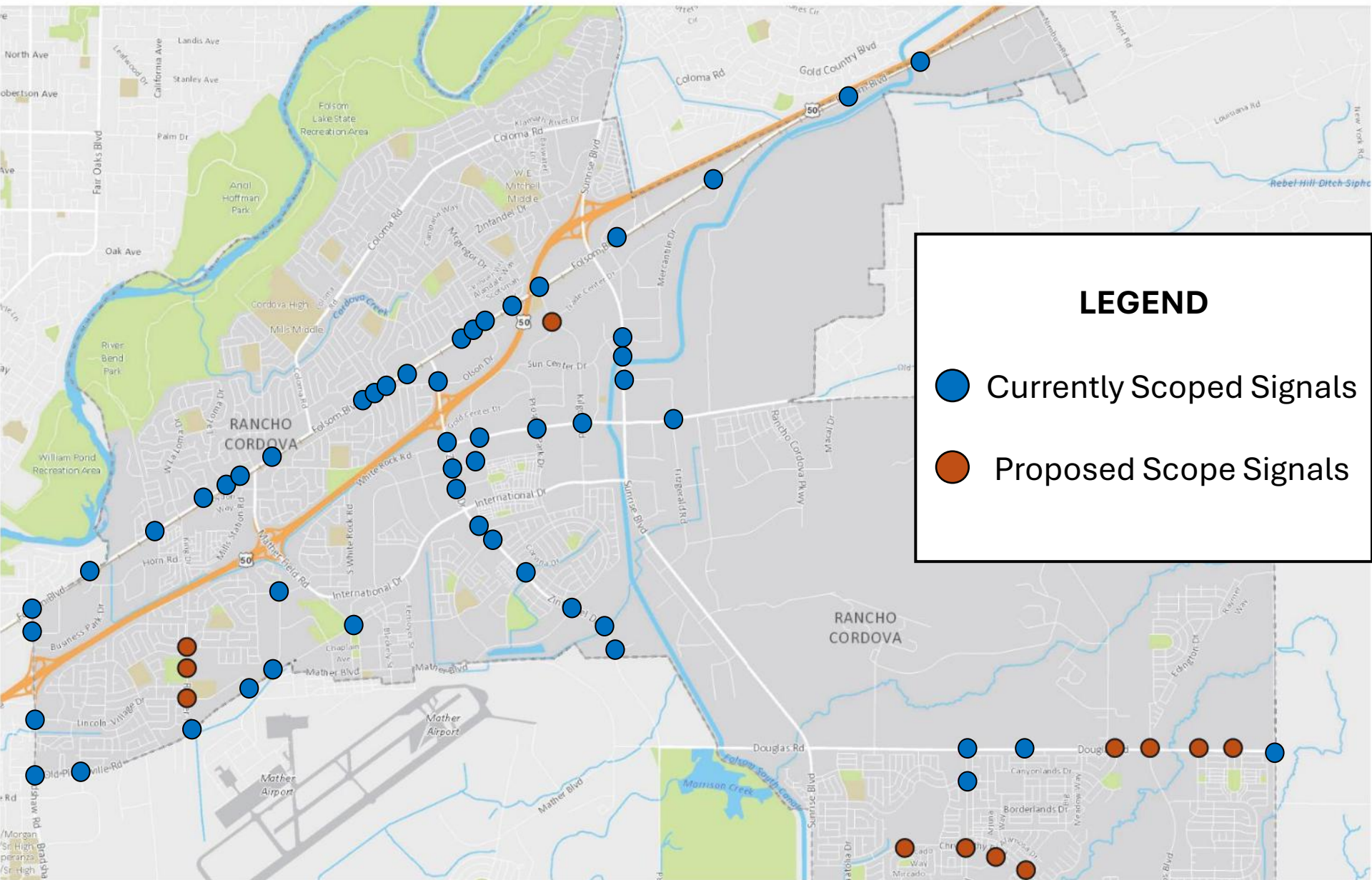
Date: 8/22/25

BENIEN

Fee Estimate	Engineer 10		Engineer 9		Engineer 6		Engineer 5		Engineer 3		Engineer 2		BENIEN		TOTAL	
	Qty	Cost	Qty	Cost	Qty	Cost	Qty	Cost	Qty	Cost	Qty	Cost	Qty	Cost		
Task 2 Plans, Specifications, and Estimates																
2.1. Assessment	2 hrs	\$638	2 hrs	\$608	2 hrs	\$490	8 hrs	\$1,848	20 hrs	\$4,060	20 hrs	\$3,820	54 hrs	\$11,464	\$11,464	
2.2. 300% PE	2 hrs	\$638	2 hrs	\$608	4 hrs	\$980	8 hrs	\$1,848	8 hrs	\$1,624	24 hrs	\$4,584	48 hrs	\$10,282	\$10,282	
2.3. 100% PS&E	2 hrs	\$638	2 hrs	\$608	4 hrs	\$980	4 hrs	\$924	8 hrs	\$1,624	16 hrs	\$3,056	36 hrs	\$7,230	\$7,230	
Subtotal	6 hrs	\$1,914	6 hrs	\$1,824	10 hrs	\$2,450	20 hrs	\$4,620	36 hrs	\$7,308	60 hrs	\$11,460	138 hrs	\$29,576	\$29,576	
Task 3 Bidding and Construction Assistance																
3.2. Construction Assistance	hrs	\$0	2 hrs	\$608	hrs	\$0	4 hrs	\$924	4 hrs	\$812	hrs	\$0	10 hrs	\$2,344	\$2,344	
Subtotal	hrs	\$0	2 hrs	\$608	hrs	\$0	4 hrs	\$924	4 hrs	\$812	hrs	\$0	10 hrs	\$2,344	\$2,344	
PROJECT TOTAL		6 hrs	\$1,914	8 hrs	\$2,432	10 hrs	\$2,450	24 hrs	\$5,544	40 hrs	\$8,120	60 hrs	\$11,460	148 hrs	\$31,920	\$31,920

- Additional Fee Information**
- This fee estimate is valid for 90 days from the date shown above.
 - This fee estimate contains an abbreviated list of staff classifications and does not restrict BENIEN to those classifications. The Standard Rate Schedule with a full list of staff classifications is available upon request.
 - This fee estimate contains an approximation of the breakdown between labor, expense, and consultants. BENIEN reserves the right to distribute funds differently based on project needs.
 - Standard hourly rates do not apply to a demand to perform work during an overtime period. Work required to be performed during an overtime period (as mandated by California law) may be charged at a 50% premium. Work mandated by Prevailing Wage laws may be charged at a 25% premium.
 - Hourly rates include all compensation for wages, salary-related benefits, overhead, general office administration, and profit. Direct project administrative hours will be billed at the rate shown above.
 - Classifications may be added or removed as-needed without notice.
 - Changes in the requested scope of work or projected schedule may result in the revision of the proposed fees and amendment to the total contract amount.

Rancho Cordova HSIP Cycle 12 Project Locations



MEMORANDUM



ITEM 13.3.

DATE: October 6, 2025

TO: Honorable Mayor and Council Members

FROM: Albert Stricker, Public Works Director
Kristine Courdy, Senior Civil Engineer

SUBJECT: **A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT AMENDMENT NO. 2024-39-1 WITH TETRA TECH, INC. TO EXTEND THE CONTRACT TERM AND INCREASE THE CONTRACT AMOUNT FROM \$738,900.68 TO AN AMOUNT NOT TO EXCEED \$1,104,041.33 FOR THE ENVIRONMENTAL ENGINEERING SERVICES FOR THE SOIL REMEDIATION PROJECT CONSTRUCTION AT 10153-10179 FOLSOM BOULEVARD**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution would authorize the City Manager to execute Professional Services Contract Amendment No. 2024-39-1 with Tetra Tech, Inc. which would allow the City to implement the RWQCB approved site cleanup plan for the site at 10153-10179 Folsom Boulevard.

BACKGROUND

The City of Rancho Cordova received a \$3.1M Equitable Community Revitalization Grant (ECRG) from the State of California Department of Toxic Substances Control (DTSC) to perform site cleanup and soil remediation at 10153 - 10179 Folsom Boulevard (the Mills Crossing Site). The site cleanup plan was approved by the Central Valley Regional Water Quality Control Board (RWQCB) and utilized to prepare and successfully receive the DTSC grant funding. The Project requires oversight from an Environmental Engineering team to ensure compliance with the RWQCB approved site cleanup plan.

On April 2, 2024, City Council approved Contract No. 2024-39 with Tetra Tech Inc. to provide environmental engineering services for the soil remediation construction Project at 10153-10179 Folsom Boulevard. In accordance with the approved site cleanup plan the grading project was done, the soil vapor extraction equipment ran for three months and the initial round of testing was completed.

The city met with the RWQCB to go over the testing results and the next steps towards closing out the Project site. Based on the initial results, the Soil Vapor Extraction equipment needs to

run for another three months and additional testing needs to be performed which will require new testing wells to be installed. Amending the contract term and additional funding is required to deliver these additional services. Contract Amendment No. 2024-39-1 would add \$365,140.65 in funds to provide the additional environmental engineering for the soil remediation project.

Tetra Tech was selected as part of a competitive procurement process. To maintain consistency with completing the soil remediation project, city staff recommends authorizing Amendment 1 with Tetra Tech, Inc.

FISCAL IMPACT AND FUNDING SOURCE

These services are funded from the awarded \$3.1M ECRG grant which is included in the Mills Crossing Capital Improvement Project Budget.

ATTACHMENT(S)

1. Resolution
2. Contract Amendment No. 2024-39-1

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT AMENDMENT NO. 2024-39-1 WITH TETRA TECH INC., TO EXTEND THE CONTRACT TERM FROM DECEMBER 31, 2025 TO JUNE 30, 2027 AND INCREASE THE CONTRACT AMOUNT FROM \$738,900.68 TO AN AMOUNT NOT TO EXCEED \$1,104,041.33 FOR THE SOIL REMEDIATION CONSTRUCTION PROJECT AT 10153-10179 FOLSOM BOULEVARD

WHEREAS, the Parties entered into Professional Services Agreement No. 2024-39, on April 2, 2024, in an amount not to exceed \$738,900.68 for the environmental engineering services for the Soil Remediation Project Construction at 10153-10179 Folsom Boulevard; and

WHEREAS, based on the initial results, the Soil Vapor Extraction equipment needs to run for another three months and additional testing needs to be performed; and

WHEREAS, Amendment No. 1 includes additional funding in an amount of \$365,140.65 to perform these services for the soil remediation project; and

WHEREAS, Amendment No. 1 includes extending the contract term from December 31, 2025 to June 30, 2027; and

WHEREAS, funding for Amendment No. 1 will consist of the ECRG grant which is included in the Mills Crossing Capital Improvement Project Budget.

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. 2024-39-1 with Tetra Tech, Inc. to extend the contract term from December 31, 2025 to June 30, 2027 and increase the contract amount from \$738,900.68 to an amount not to exceed \$1,104,041.33 in a form approved by the City Attorney.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 6th day of October 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Siri Pulipati, Mayor

Stacy Leitner, CMC
City Clerk

**FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN
THE CITY OF RANCHO CORDOVA AND TETRA TECH, INC.**

This First Amendment to the Professional Services Agreement ("Amendment") is made by and between the City of Rancho Cordova ("City") and Tetra Tech, Inc. ("Professional") as of October 6, 2025. City and Professional are hereinafter collectively referred to as the "Parties."

RECITALS

WHEREAS, the Parties entered into a Professional Services Agreement 2024-39 ("Agreement") dated April 2, 2024; and

WHEREAS, this Amendment will allow for the soil vapor extraction equipment to be run and additional testing to be performed at 10153-10179 Folsom Boulevard; and

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

NOW, THEREFORE, the Parties hereto agree as follows:

AGREEMENT

1. The Parties agree to modify the end date of the Agreement from December 31, 2025, to June 30, 2027. The first sentence of Section 1.1 of the Agreement, "Term of Service," is amended to read as follows:

"The term of this Agreement shall begin on the date first noted above and shall end on June 30, 2027, and Professional shall complete the work described in Exhibit A prior to that date; unless the term of the Agreement is otherwise terminated or extended, as provided in Section 8."

2. Section 2 of the Agreement, "Compensation," provides for the City to pay Professional a sum not to exceed seven hundred and thirty-eight thousand nine hundred dollars and sixty-eight cents: (\$738,900.68). The Parties agree to amend Section 2 of the Agreement in order to increase the compensation amount to pay Professional for additional services. The first sentence of Section 2 of the Agreement is amended to read as follows:

"City hereby agrees to pay Professional a sum not to exceed one million one hundred and four thousand forty-one dollars and thirty-three cents: (\$1,104,041.33), notwithstanding any contrary indication that may be contained in Professional's proposal, for services to be performed and reimbursable costs incurred under this Agreement."

3. The Parties agree to modify the scope of services to include the additional tasks outlined in Exhibit C. Section 1 of the PSA "Services" is amended to read as follows:

“ Subject to the terms and conditions set forth in the Agreement, Professional shall provide the services described in the Scope of Work attached as Exhibit A and Exhibit C at the time and place and in the manner specified therein. In the event of inconsistency between the terms of this Agreement and Exhibit A or Exhibit C, the Agreement shall prevail.”

4. The attached Exhibit “C” is hereby added to the PSA which provides the additional services and compensation as specified therein.
5. All other terms and conditions in the Agreement shall remain in full force and effect to the extent they are not in conflict with this Amendment.
6. 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.

IN WITNESS WHEREOF, the parties have executed this Amendment as of the day and year first above written.

CITY OF RANCHO CORDOVA**PROFESSIONAL**

Micah Runner, City Manager

Benjamin Weink, Vice President and Department Manager

Date: _____

Date: _____

Attest:

Stacy Leitner, CMC, City Clerk

Date: _____

Approved as to Form:

Adam U. Lindgren, City Attorney

Date: _____

Exhibit C

Additional Scope of Work and Compensation



September 15, 2025

Ms. Kristine Courdy, P.E.
City of Rancho Cordova
Department of Public Works
2729 Prospect Park Drive
Rancho Cordova, CA 95670

Re: Contract Amendment Proposal - Environmental Engineering Firm Support of the Soil Remediation & Site Cleanup Plan Implementation at 10153 – 10175 Folsom Boulevard Project

Dear Ms. Courdy:

Per the call with the Central Valley Regional Water Quality Control Board (the Water Board) on September 9, 2025 and the follow-up discussion with you, Tetra Tech, Inc. (Tetra Tech) prepared this contract amendment proposal for the additional scope we discussed to support the City of Rancho Cordova (the City) for the Soil Remediation & Site Cleanup Plan Implementation at 10153 – 10175 Folsom Boulevard (the Site) Project (the Project). Our existing contract with the City for the Project has a contract number of 2024-39.

This proposal includes seven tasks. These tasks were numbered from Task E to Task K, following our existing Tasks A through D under the current contract.

Scope of Work

Task E – Weekly Site Visit

Tetra Tech has conducted weekly Site visits from June to August 2025, prior to the August 2025 confirmation soil vapor sampling, to visually inspect the soil vapor extraction (SVE) wellheads and equipment trailer for integrity during the 3-month waiting period when the SVE equipment is not operating. This work was conducted per your approval email on June 18, 2025.

One SVE wellhead piping was distorted potentially due to heat. The wellhead piping needs to be repaired before restarting the SVE system. The repair work is included in Task H.

Task F – Soil Vapor Sampling Probe Installation

Soil vapor monitoring probes (VMPs) will be installed at 20 onsite and two offsite locations for soil vapor sampling. The 20 onsite locations will be those that confirmation soil vapor sampling is required to be conducted.

The two offsite locations were requested by the Water Board for the purpose of delineating the soil vapor impact north and west of the Site. One of the offsite VMP is expected to be installed in the parking lot of the apartment complex immediately north of the Site, which requires access agreement for the installation and subsequent sampling. The other offsite VMP is expected to be installed in the parking lane of La Loma Avenue, which requires an encroachment permit from the City, and potentially traffic control for the installation and subsequent sampling, depending on permit requirement. Due to the uncertainty of access for the offsite locations and the priority of the onsite soil vapor sampling, it is assumed the offsite VMPs installation will be conducted on a separate mobilization.

Tetra Tech will use a direct push technology (DPT) rig to install the VMPs at 5- and 15-feet below ground surface (bgs) (or at drilling refusal depths) at each of the 22 locations. The drilling depths of the 20 onsite VMPs are pending confirmation from the City on the final grade of the Site. Installation of the VMPs will be conducted in accordance with the California Environmental Protection Agency (CalEPA) guidance document “Advisory, Active Soil Gas

Investigation” (July 2015). After completing all soil vapor sampling (Task G), the VMPs will be abandoned by pulling out the probes and tubing and backfilling with clean bentonite and cement. The asphalt pavement of the two offsite locations will be repaired.

Assumptions:

- If needed the City will mow grass at the Site prior to this task to allow access for utility locating and drilling.
- Drilling waste is non-hazardous and will be containerized and disposed offsite.
- The City will obtain access agreement(s) for the VMP installation and sampling at the offsite location(s) on private properties. An allowance of approximately \$2000 is included for supporting the City on access agreement(s).
- An allowance of approximately \$2000 is included for the encroachment permit application.

Task G – Soil Vapor Sampling (3 Events)

Three soil vapor sampling events will be conducted at the 22 VMPs in accordance with the California Environmental Protection Agency (CalEPA) guidance document “Advisory, Active Soil Gas Investigation” (July 2015). The soil vapor samples will be analyzed for volatile organic compounds (VOCs) using the United States Environmental Protection Agency (EPA) method TO-15 and helium (leak check compound) using ASTM method D-1946. Three sampling events were proposed to track the progress of the additional SVE operations (Task H), as well as obtaining additional soil vapor time series data in accordance with the Water Board’s request for trend analysis. The three events are as follows:

- Event 1: to be conducted following the VMP installation, and before restarting the SVE system.
- Event 2: to be conducted immediately after shutdown of the SVE system after the three additional months of SVE operations (Task H).
- Event 3: to be conducted three months (the Water Board requested “wait-time”) after the shutdown of the restarted SVE system.

Assumptions:

- For Event 1, it is assumed the sampling of the offsite VMPs will be conducted via a separate mobilization from the onsite VMP sampling, due to the uncertainty in access and offsite VMP installation schedule.
- For Events 2 and 3, it is assumed all 22 VMPs will be sampled via one mobilization.
- Lab analysis will be conducted on a standard turnaround time (10 business days).
- No duplicate samples will be collected.
- Reporting of the interim sampling results to the Water Board is not needed.
- A separate encroachment permit is not required for this task.

Task H – 3-Month SVE Operation

This task includes SVE operation for three additional months using the existing SVE wells and equipment at the Site. In addition to SVE operation, this task also includes the following:

- Repair of one SVE wellhead piping.
- Collection of one round of vapor samples from the 15 SVE wells to track the progress of the SVE operation during the 3-month operation. The vapor samples will be analyzed for VOCs only by the EPA method TO-15.

Assumptions:

- The SVE wells and equipment will restart and operate normally. No additional repairs are needed.
- The Sacramento Metropolitan Air Quality Management District will not require another source testing for the SVE restart.
- No carbon change is needed.
- Disposal of up to 550 gallons of condensate is included.

Task I – Groundwater Well Installation and Development

Per the September 9, 2025 meeting with the Water Board, three groundwater monitoring wells will be installed at the locations of three previous wells: EW-1, MW-3, and MW-5.

A sonic rig will be used to advance three boreholes at the Site to install groundwater monitoring wells screened between 55 feet and 65 feet bgs (screen depth intervals of the previous monitoring wells). The wells will be properly developed for the subsequent sampling. After completing all groundwater sampling (Task J), the groundwater wells will be abandoned in accordance with the Sacramento County Department of Environmental Management requirements.

Assumptions:

- The cost includes the labor and fees for permitting with the Sacramento County Department of Environmental Management for well installation and well abandonment.
- Drilling waste is non-hazardous and will be containerized and disposed offsite.

Task J – Groundwater Sampling (3 Events)

Three groundwater sampling events will be conducted at the three groundwater monitoring wells to be installed under Task I. The purposes of the sampling are to verify the current groundwater conditions against the California Maximum Contaminant Levels and obtain time series data to evaluate the concentration trends per the Water Board's request. The sampling will be conducted using methodologies consistent with previous groundwater sampling practices at the Site. The groundwater samples will be analyzed for VOCs and total petroleum hydrocarbons (TPHs) using EPA methods 8260B and 8015, respectively. One duplicate sample and one trip blank sample will be collected for quality assurance and quality control (QA/QC) purpose. The trip blank sample will be analyzed for VOCs only.

The three events are as follows:

- Event 1: to be conducted following installation and development of the three groundwater monitoring wells.
- Events 2 and 3: to be conducted at approximately the same timeframe as the soil vapor sampling Events 2 and 3.

Assumptions:

- Lab analysis will be conducted on a standard turnaround time (10 business days).
- The groundwater data will be incorporated to the Project Close-Out Report (Task D). A separate report to the Water Board will not be needed.

Task K – Sensitive Receptor Survey

Per the September 9, 2025 meeting with the Water Board, a sensitive receptor survey will be conducted. The survey will include desktop search of sensitive receptors (hospitals, daycares, K-12 schools, surface water body, and drinking water wells) within 1 mile of the Site using databases such as the Department of Water Resources (DWR) Well Completion Report (WCR) database, the Environmental Data Resources (EDR) database, and Google Earth, followed by a field reconnaissance for verification. Results of the survey will be documented and included in the Project Close-Out Report (Task D) as an appendix.

Cost

A summary of the costs for the individual tasks is provided below. A cost breakdown is attached at the end of the proposal.

- | | |
|--|----------|
| • Task E – Weekly Site Visit: | \$4,670 |
| • Task F – Soil Vapor Sampling Probe Installation: | \$74,130 |
| • Task G – Soil Vapor Sampling (3 Events): | \$92,656 |

- | | |
|--|-----------|
| • Task H – 3-Month SVE Operation (Optional): | \$62,199 |
| • Task I – Groundwater Well Installation and Development | \$104,892 |
| • Task J – Groundwater Sampling (3 Events): | \$22,274 |
| • Task K – Sensitive Receptor Survey: | \$4,320 |

Schedule

The tentative schedule of the individual tasks is described below.

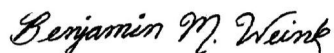
- Task E: June – August, 2025 (completed).
- Task F: Depending on proposal approval and subcontractor's availability, this task is expected to start in October or early November 2025 for the onsite locations. The schedule for the offsite VMP installation depends on access agreement(s) and permitting. Once access and permits are obtained, the drilling and VMP installation field activities for the offsite VMPs are expected to be completed within a week. The drilling and VMP installation field activities for the onsite VMPs are expected to be completed within approximately two weeks.
- Task G: Pending the schedule of Task F, the first sampling event under this task is expected to be completed by end of 2025. The second event is expected to be conducted in February 2026 and the third event is expected to be conducted in May 2026.
- Task H: Depending on proposal approval, this task is expected to be conducted from November 2025 through January 2026.
- Task I: Depending on proposal approval, subcontractor's availability, and permitting, this task is expected to be conducted in October or early November 2025. The drilling and well installation field activities are expected to be completed within approximately two weeks.
- Task J: Pending the schedule of Task I, the first sampling event under this task is expected to be completed by end of 2025. The schedule of Events 2 and 3 are expected to be concurrent with Events 2 and 3 under Task G.
- Task K: this task is expected to be conducted after receiving the sampling results of Event 1 under Tasks G and J, likely in January 2026. The task will take approximately 2-3 weeks to complete.

Closing

Tetra Tech appreciates the opportunity to submit our proposal for this solicitation and we look forward to working with the City on this important project. If you have any questions on the proposal, please contact Betty Li at (916) 853-4525.

Sincerely,

Tetra Tech



Benjamin Weink, PG

Vice President and Department Manager
Government Assessment and Remediation
909.382.5120 | ben.weink@tetrattech.com



Betty Li, PhD

Senior Environmental Engineer
916.853.4525 | betty.li@tetrattech.com

ITEM 13.3

TT

Project Cost Summary

15-Sep-25

Contract Amendment Proposal -
Support of Soil Remediation & Site Cleanup Plan Implementation at 10153-10179 Folsom Blvd
City of Rancho Cordova

Attention: Ms. Kristine Courdy

Phases / Tasks			Project Total		Task E - Weekly Site Visit		Task F - Soil Vapor Probe Installation		Task G - Soil Vapor Sampling (3 Events)		Task H - 3-Month SVE Operation		Task I - Groundwater Well Installation and Development		Task J - Groundwater Sampling (3 Events)		Task K - Sensitive Receptor Survey		
			741 hrs	\$ 365,140.65															
Tetra Tech Labor			Hrly Rate	Tot Est. Hrs	Total Est. Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost		
Project Manager / B. Li			\$220.00	56.0	\$ 12,320.00	-	\$ -	14.0	\$ 3,080.00	14.0	\$ 3,080.00	14.0	\$ 3,080.00	2.0	\$ 440.00	12.0	\$ 2,640.00	-	\$ -
Construction Manager /K. Hoofard			\$189.00	148.0	\$ 27,972.00	8.0	\$ 1,512.00	44.0	\$ 8,316.00	8.0	\$ 1,512.00	46.0	\$ 8,694.00	8.0	\$ 1,512.00	14.0	\$ 2,646.00	20.0	\$ 3,780.00
Professional Geologist / G. Kuhl			\$189.00	34.0	\$ 6,426.00	-	\$ -	-	\$ -	-	\$ -	-	\$ -	22.0	\$ 4,158.00	12.0	\$ 2,268.00	-	\$ -
Field Geologist			\$112.00	500.0	\$ 56,000.00	20.0	\$ 2,240.00	116.0	\$ 12,992.00	116.0	\$ 12,992.00	78.0	\$ 8,736.00	106.0	\$ 11,872.00	64.0	\$ 7,168.00	-	\$ -
CADD/GIS			\$160.00	0.0	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -	-	\$ -
Admin			\$102.00	3.0	\$ 306.00	-	\$ -	1.0	\$ 102.00	1.0	\$ 102.00	1.0	\$ 102.00	-	\$ -	-	\$ -	-	\$ -
Subtotal Tetra Tech Labor				741.0 hrs	\$ 103,024.00	28.0	\$ 3,752.00	175.0	\$ 24,490.00	139.0	\$ 17,686.00	139.0	\$ 20,612.00	138.0	\$ 17,982.00	102.0	\$ 14,722.00	20.0	\$ 3,780.00
--Total Tetra Tech Labor					\$ 103,024.00		\$ 3,752.00		\$ 24,490.00		\$ 17,686.00		\$ 20,612.00		\$ 17,982.00		\$ 14,722.00		\$ 3,780.00
Subcontractors					Total Est. Cost		Cost		Cost		Cost		Cost		Cost		Cost		Cost
Capital Barricade					\$ 10,500.00		\$ -		\$ 3,000.00		\$ 7,500.00		\$ -		\$ -		\$ -		\$ -
GPRS					\$ 2,500.00		\$ -		\$ 2,500.00		\$ -		\$ -		\$ -		\$ -		\$ -
Cascade					\$ 93,213.00		\$ -		\$ 32,178.00		\$ -		\$ -		\$ 61,035.00		\$ -		\$ -
Pace Analytical					\$ 3,163.00		\$ -		\$ 559.00		\$ -		\$ -		\$ -		\$ 2,604.00		\$ -
Shoreline Environmental					\$ 13,211.20		\$ -		\$ 2,286.00		\$ -		\$ 3,000.00		\$ 5,696.60		\$ 2,228.60		\$ -
Confluence					\$ 23,106.40		\$ -		\$ 2,500.00		\$ 20,606.40		\$ -		\$ -		\$ -		\$ -
Eurofins					\$ 44,886.50		\$ -		\$ -		\$ 40,460.00		\$ 4,426.50		\$ -		\$ -		\$ -
Fliteway					\$ 23,700.00		\$ -		\$ -		\$ -		\$ 23,700.00		\$ -		\$ -		\$ -
California Laboratory Services					\$ 3,046.50		\$ -		\$ -		\$ -		\$ 1,400.00		\$ 1,646.50		\$ -		\$ -
Calvada (Survey)					\$ 3,550.00		\$ -		\$ -		\$ -		\$ -		\$ 3,550.00		\$ -		\$ -
EDR					\$ 500.00		\$ -		\$ -		\$ -		\$ -		\$ -		\$ -		\$ 500.00
Subtotal Subcontractors					\$ 221,376.60		\$ -		\$ 43,023.00		\$ 68,566.40		\$ 32,526.50		\$ 71,928.10		\$ 4,832.60		\$ 500.00
Markup					\$ 17,710.13	8.00%			\$ 3,441.84		\$ 5,485.31		\$ 2,602.12		\$ 5,754.25		\$ 386.61		\$ 40.00
--Total Subcontractors					\$ 239,086.73		\$ -		\$ 46,464.84		\$ 74,051.71		\$ 35,128.62		\$ 77,682.35		\$ 5,219.21		\$ 540.00
Other Direct Costs					Total Est. Cost		Cost		Cost		Cost		Cost		Cost		Cost		Cost
Field Truck					\$ 4,590.00		\$ 850.00		\$ 1,020.00		\$ 850.00		\$ 1,190.00		\$ 680.00		\$ -		\$ -
ParcelQuest					\$ 250.00		\$ -		\$ 250.00		\$ -		\$ -		\$ -		\$ -		\$ -
Field Supplies					\$ 3,020.00		\$ -		\$ 480.00		\$ -		\$ 1,430.00		\$ 90.00		\$ 1,020.00		\$ -
Field Equipment Rental					\$ 6,615.00		\$ -		\$ 1,190.00		\$ -		\$ 3,360.00		\$ 925.00		\$ 1,140.00		\$ -
Permit Fee					\$ 6,849.00		\$ -		\$ -		\$ -		\$ -		\$ 6,849.00		\$ -		\$ -
Subtotal Other Direct Costs					\$ 21,324.00		\$ 850.00		\$ 2,940.00		\$ 850.00		\$ 5,980.00		\$ 8,544.00		\$ 2,160.00		\$ -
Markup					\$1,705.92	8.00%	\$68.00		\$235.20		\$68.00		\$478.40		\$683.52		\$172.80		
--Total Other Direct Costs					\$ 23,029.92		\$ 918.00		\$ 3,175.20		\$ 918.00		\$ 6,458.40		\$ 9,227.52		\$ 2,332.80		\$ -
Project/Task --Total					\$ 365,140.65		\$ 4,670.00		\$ 74,130.04		\$ 92,655.71		\$ 62,199.02		\$ 104,891.87		\$ 22,274.01		\$ 4,320.00
PROJECT Total					\$ 365,140.65														

MEMORANDUM



ITEM 13.4.

DATE: October 6, 2025
TO: Honorable Mayor and Council Members
FROM: Laurel Bane, Facilities Management Analyst
SUBJECT: **A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT AMENDMENT NO. 2025-6-1 WITH NORR ASSOCIATES, INC. TO INCREASE THE CONTRACT AMOUNT FROM \$90,800 TO AN AMOUNT NOT TO EXCEED \$120,400 FOR THE CITY HALL FIRST FLOOR TENANT IMPROVEMENT PROJECT ARCHITECTURAL DESIGN, FIRE SPRINKLER AND ALARM DRAWINGS**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution would authorize the City Manager to execute Contract Amendment No. 2025-6-1 with NORR Associates, Inc. for the City Hall first floor tenant improvement project architectural design and drawings. Upon execution of the Contract Amendment, NORR will proceed with the fire alarm and sprinkler design and drawings for the City Hall first floor tenant improvement project.

BACKGROUND

The city retained NORR Associates, Inc. to establish a Space Planning Master Plan for a 10-year horizon for staffing and operational needs for the city. The Space Planning Master Plan is assisting in prioritizing physical improvements to city-owned facilities. The first and second major improvement projects to remodel Suite 220 and Suite 230 were completed at the end of 2023 and 2025. The city is now working on the third major improvement project to remodel the first floor spaces.

NORR is currently under contract for the first floor design and architectural drawings and the scope of work will now include all Fire Sprinkler and Fire Alarm Plans and drawings.

FISCAL IMPACT AND FUNDING SOURCE

The total project budget for capital improvements is funded from the Capital Facilities Fees and the Community Facilities Fund (CFF). This project is included in the city's current approved Capital Improvement Plan and in the FY 25/27 budget.

ATTACHMENT(S)

1. Resolution

2. Contract Amendment No. 2025-6-1

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT AMENDMENT NO. 2025-6-1 WITH NORR ASSOCIATES, INC. TO INCREASE THE CONTRACT AMOUNT FROM \$90,800 TO AN AMOUNT OF \$120,400 FOR THE CITY HALL FIRST FLOOR TENANT IMPROVEMENT PROJECT ARCHITECTURAL DESIGN, FIRE SPRINKLER AND ALARM DRAWINGS

WHEREAS, the City of Rancho Cordova entered into a Professional Services Agreement with NORR Associates on January 15, 2025, for architectural plans for the first floor improvements at City Hall; and

WHEREAS, this Amendment will increase the contract amount to include additional architectural design and drawing including fire alarm and sprinkler requirements for the City Hall first floor tenant improvement project and extend the term of the agreement; and

WHEREAS, the Parties agree that changes to the terms and services provided for the Professional Services Agreement are necessary in order for the city to continue receiving services by Professional.

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. 2025-6-1 with NORR Associates, Inc. in an amount not to exceed \$120,400 and extend the term to January 15, 2028, in a form approved by the City Attorney.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 6th day of October 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Stacy Leitner, CMC
City Clerk

Siri Pulipati, Mayor

**FIRST AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT BETWEEN
THE CITY OF RANCHO CORDOVA AND NORR ASSOCIATES, INC.**

This First Amendment to the Professional Services Agreement ("Amendment") is made by and between the City of Rancho Cordova ("City") and NORR Associates, Inc. ("Professional") as of January 15, 2025. City and Professional are hereinafter collectively referred to as the "Parties."

RECITALS

WHEREAS, the Parties entered into a Professional Services Agreement ("Agreement") dated January 15, 2025; and

WHEREAS, this Amendment will increase the contract amount to include additional architectural design and drawings including fire alarm and sprinkler requirements for the City Hall first floor tenant improvement project; and extend the term; and

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

NOW, THEREFORE, the Parties hereto agree as follows:

AGREEMENT

1. The Parties agree to modify the end date of the Agreement from January 15, 2026 to January 15, 2028. The first sentence of Section 1.1 of the Agreement, "Term of Service," is amended to read as follows:

"The term of this Agreement shall begin on the date first noted above and shall end on January 15, 2028, and Professional shall complete the work described in Exhibit A prior to that date; unless the term of the Agreement is otherwise terminated or extended, as provided in Section 8."

2. Section 2 of the agreement, "Compensation," provides for the City to pay Professional a sum not to exceed Ninety thousand eight hundred dollars: (\$90,800). The Parties agree to amend Section 2 of the Agreement in order to increase the compensation amount to pay Professional for additional services. The first sentence of Section 2 of the Agreement is amended to read as follows:

"City hereby agrees to pay Professional a sum not to exceed One hundred twenty thousand and four hundred dollars: (\$120,400), notwithstanding any contrary indication that may be contained in Professional's proposal, for services to be performed and reimbursable costs incurred under this Agreement."

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

4. The document entitled "Compensation Schedule," attached hereto as Exhibit B, shall replace and supersede the Agreement's Exhibit B.
5. All other terms and conditions in the Agreement shall remain in full force and effect to the extent they are not in conflict with this Amendment.
6. 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.

IN WITNESS WHEREOF, the parties have executed this Amendment as of the day and year first above written.

CITY OF RANCHO CORDOVA

PROFESSIONAL

Micah Runner, City Manager

Valerie Hoffman, Principal

Date:_____

Date:_____

Attest:

Stacy Leitner, CMC, City Clerk

Date:_____

Approved as to Form:

Adam U. Lindgren, City Attorney

Date:_____



September 4, 2025

City of Rancho Cordova
2729 Prospect Park Drive
Rancho Cordova, CA 95670
916-851-8700

Attention: Megan Siren

Re: **First Floor, City of Rancho Cordova (the "Project")**
2729 Prospect Park Drive
Rancho Cordova, CA 95670

The scope of work will be Plan Review and Contractor bidding support, Contract Administration for Architectural, Interior Design and Mechanical, Plumbing, Electrical consultants. Fire Sprinkler and Fire Alarm, services. All work to be performed in support of the first-floor remodel project.

PROJECT DESCRIPTION

Site Area and Description	Single Story Existing Building
Building Type	B-2
Building Area	16,500 SF +/-
Below Grade Construction	N/A
Schedule and Phasing	Single Phase Construction
Construction Agreement	Bid to multiple General Contractors

ASSUMPTIONS & CONSIDERATIONS

1. CAD plans are available for the project and will be provided to NORR.
2. No exterior work is being performed in this proposal/scope of work.
3. This proposal excludes any cost estimating.
4. The Client will be bidding this entire project to multiple General Contractors.
5. The Structural Engineering is not included in this proposal.
6. This fee excludes all permit and inspection fees.
7. The proposal excludes any design review with the City of Rancho Cordova for any exterior work or signage.
8. NORR with the City of Rancho Cordova will submit for permit.

Exclusions:

1. Identification of and recommendations for removal of hazardous materials.
2. Non-code Signage/Graphics or assisting Owner in selection of signage.
3. BOMA calculations or any Efficiency Calculations.
4. Off-site street lighting design, fire pump design, water pressure testing fees, joint trench plans,
5. Fire Protection and MEP pre-bid/pre-con meetings.
6. Life Cycle Cost analysis, Commissioning of Systems, Energy Efficiency Calculations, Pre-balance of air/hydronics systems.
7. Field-testing, inspection, and fees as required by Agencies and Inspectors.
8. LEED documentation and certification.



9. Physical models.
10. Preparation of Record drawings.
11. Detail CAD virtual tour.
12. Compiling addenda and bidding revisions into a "conformed construction" set of drawings and specifications for construction purposes.

SCOPE OF SERVICES

The scope of services proposed for the Project (the "Basic Services") are:

TASK 1 Plan Review and Contractor Bidding Support

1. Review and respond to comments from the authority having jurisdiction during the building permit application process through to receiving a permit.
2. Assist General Contractors with answering subcontractor questions during bidding and plan review.
3. Assistance during bidding as required by the client.
4. Provide those revisions in a resubmittal to the jurisdiction, as needed.

TASK 2 Fire Alarm and Fire Sprinkler Drawings

1. Walk project site with Client to review existing conditions.
2. Fire sprinkler addition and relocation.
3. Fire alarm including strobes.
4. Provide permit drawings for all new and relocated fire alarm and fire sprinkler systems.
5. Respond to comments during plan check with The City of Rancho Cordova.
6. Assist General Contractors with answering subcontractor questions during bidding and plan review.
7. Provide revisions in a resubmittal to the jurisdiction, as needed.
8. Respond to RFI's and submittals from the General Contractor during construction.
9. Provide close-out drawings to the Client as requested.

TASK 3 Contract Administration

1. NORR to attend weekly calls via TEAMS or on site.
2. Walk site as requested by Client to review any discrepancies.
3. Receive and respond to Client and contractor requests for supplementary information.
4. Electrical Engineer review submittals and shop drawings as it pertains to Electrical drawings, three trips to site during construction, attend punch list walk.
5. Mechanical Engineer to review submittals and shop drawings as it pertains to Mechanical and Plumbing drawings, three trips to the site during construction and attend punch list walk.
6. NORR will respond to Requests for Information (RFI's): All subcontractor RFI's must be submitted through the General Contractor. The General Contractor must review the RFI prior to forwarding it to NORR and the Client. If the RFI is not clear, or is clearly answered in the Permit Documents, the GC shall reply to the subcontractor accordingly and copy NORR. While NORR will always endeavor to respond to RFI's as quickly as possible, review and response time for RFI's will be three (3) business days or less.
7. Review and process Submittals based on previously received General Contractor (GC) submittal schedule: All sub-contractor submittals must be submitted through the GC. The General Contractor must review the submittal prior to forwarding it to NORR and the Client. If the submittal is incomplete or is clearly not in conformance with the Permit Documents, the GC shall return the submittal to the subcontractor for corrective measures. While NORR will always endeavor to review and process submittals as quickly as possible, review and processing time for submittals will be five (5) business days or less.



8. NORR will attend one (1) punch list walk, the General Contractor will provide the punch list document forms and issue for corrections.

If a service is not specifically identified in the Basic Services, it is expressly excluded from NORR's Basic Services and shall be considered an additional service as outlined in Schedule B (the "Additional Services").

GENERAL CONDITIONS OF AGREEMENT

The General Conditions of Agreement attached as **Schedule C** are incorporated herein by reference and apply to the administration of this Agreement unless or until a contract for services on the Project is executed between the Client and NORR.

FEE FOR SERVICES

The following table outlines the basic fees (the "Basic Fee") for the Basic Services. (Note: Lump Sum is due to outside consultants)

TASK	FEE TYPE	AMOUNT
TASK 1 Plan Review and Bid and (Architectural, Electrical, Mechanical, Plumbing)	Time and Material Not to Exceed	\$4,000.00
TASK 2 Fire Alarm and Fire Sprinkler (includes Construction Administration)	Lump Sum	\$12,100.00
TASK 3 Construction Administration (Architectural, Mechanical, Electrical and Plumbing)	Time and Materials Not to Exceed	\$13,500.00
Total Amount for Services as defined in this proposal		\$29,600.00

*Reimbursable expenses include items such as printing and shipping drawing sets, travel beyond what is included in the scope, etc., unless otherwise noted. Reimbursable expenses are marked up 10%. Fees and reimbursable will be invoiced monthly. Hard Copies of documents will be transmitted digitally to the reprographics agency, with the documents available to the Client C.O.D.

RETAINER

No retainer is required for this project.

SCHEDULE AND PHASES

The schedule will be a mutually agreed upon timeline between the Client and NORR established after execution of this agreement. The Project fee is based upon the Project being constructed in a contiguous manner.

ADDITIONAL SERVICES



NORR has set forth the Basic Services that reasonably represents the work required to complete the Project as defined by the Client. Should Additional Services be required in the performance of the work, they shall be provided on an hourly basis via a Project Change Notice (PCN). The Client shall pre-approve any Additional Services prior to commencing the work. Additional Services are described in **Schedule B** to this Agreement.

ACCEPTANCE

In order to accept this Agreement and authorize NORR to proceed with performance of the Basic Services, the Client shall:

1. Sign the acceptance portion of this Agreement.
2. Return (1) one complete copy of the executed document to the undersigned.

This Agreement is open to acceptance by the Client for a period of 30 days from the date hereof, unless otherwise agreed by NORR.

Thank you for considering our firm for participation in this Project.

Yours sincerely,

NORR Associates Inc.

A handwritten signature in black ink, appearing to read "William Westhafer".

William Westhafer, Vice President
CID

A handwritten signature in blue ink, appearing to read "Valerie Hoffman".

Valerie Hoffman, Principal, LEED AP,



I, _____, representing the City of Rancho Cordova, hereby agree to accept the scope of work, including fees for services offered by NORR for the Project and authorize work to proceed based on the terms and conditions outlined in this Agreement, including Schedules A, B and C incorporated herein.

ACCEPTED BY _____

Signature

Name

Date


SCHEDULE A – SUB-CONSULTANTS (Not used for this project)

As part of the Basic Services offered by NORR, certain sub-consulting disciplines have been included in the Basic Fee for each phase of work. NORR's sub-consultants are listed in the table below:

DISCIPLINE	ENGAGED BY NORR	ENGAGED BY CLIENT
Project Manager		N/A
Geotechnical Engineer		N/A
Environmental Consultant		N/A
Traffic Consultant		N/A
Civil Engineer		N/A
Plumbing Engineer	X	
Structural Engineer		N/A
Mechanical Engineer	X	
Electrical Engineer	X	
Interior Design	X	
Architect	X	
Building Envelope Consultant		N/A
Security		X
Audio Visual and Data	X	
Signage & Graphics		X
Contractor		X
Landscape Architect		N/A
Cost Estimator		N/A
Fire Alarm/Fire Sprinkler	X	

With respect to other consultants retained directly by the Client (the "Other Consultants"), Sacramento's responsibility for coordination for those Other Consultants shall be limited solely to the incorporation their design documentation or recommendations into the primary architectural design of the Project.

Where Other Consultants are engaged directly by the Client, they must be retained at the appropriate phase of the design process.



SCHEDULE B – ADDITIONAL SERVICES

The following is a list of Additional Services that are not included in the Basic Services or in the Basic Fee. Should Additional Services be required in the performance of the work, they shall be provided on either an hourly basis or a pre-approved extra services work order. The Client shall pre-approve any Additional Services prior to commencement of the work.

- Comparative analysis of multiple building sites for schematic design.
- Services required because of, or in contemplation of, land use changes, zoning changes or variances from by-laws.
- Surveys of existing conditions, preparation of measured drawings or verifying the accuracy of any information provided by the Client.
- Services due to significant changes in the Project including but not limited to size, quality, complexity, schedule, or design.
- Additional documentation required due to phasing or sequential bidding of either the design or execution of the Project.
- Administration of the construction procurement process on behalf of the Client.
- Preparation of graphic materials, furniture plans, or other materials required for marketing of the Project.
- Preparation of 3D renderings or computer modeling other than basic materials used for design presentations.
- Design, development permit applications and/or working drawings pertaining to sales trailers, marketing centers or other temporary, ancillary structures.
- Architectural models requested by the Client.
- Participation in community presentations, development permit appeals, development permit relaxation or variance applications.
- Review and incorporation changes for alternative materials or construction details after Client approval of construction documents.
- Evaluation of extensive or unreasonable claims submitted by the contractor, or others, in connection with the work.
- Extension of the construction schedule beyond the estimated duration stated in the Basic Fees table.
- Project-related staff travel time and expenses outside NORR.
- Services necessitated by default of the contractor, by major defects in the work of the contractor, or by failure of either the Client or the contractor in performance of the construction contract.
- Consultation regarding replacement of any work damaged by fire or other cause during construction.
- Preparation of record drawings showing changes in the Project made during construction.
- The provision of commissioning or LEED certification services.
- Any other service otherwise not expressly listed in the Basic Services.

REIMBURSABLE EXPENSES

Reimbursable expenses include, but are not limited to the following actual expenditures included by NORR or its sub-consultants in the interest of the Project:

- Transportation, lodging and meals in connection with the Project.
- Communication, shipping, long distance communication charges, courier, postage, and electronic conveyances.
- Reproduction of Instruments of Service, including plotting of computer-generated drawings



- Fees, levies, duties or taxes for permits, licenses or approvals from governmental authorities having jurisdiction.

HOURLY RATES

NORR shall set hourly rates for each category of labor on an annual basis. Hourly rates shall be used for billing any Additional Services performed throughout the duration of the Project. The Client shall receive a minimum of 30 days notice prior to any adjustment to the hourly rates. Hourly rates for consultants are available upon request.

2024-2025 Billing Rates
Effective July 1, 2024 through June 30, 2025

Role	Hourly Rate [USD]
Director / Principal	\$ 260
Studio Manager	\$ 230
Senior Project Manager	\$ 230
Project Manager	\$ 165
Assistant Project Manager	\$ 130
Senior Project Coordinator	\$ 130
Project Coordinator	\$ 100
Practice Leader	\$ 195
Senior Architect	\$ 195
Architect	\$ 150
Architectural Intern	\$ 115
Senior Interior Designer	\$ 165
Interior Designer	\$ 130
Junior Interior Designer	\$ 100
Senior Project Engineer	\$ 195
Project Engineer	\$ 165
Engineer in Training	\$ 115
Senior Designer	\$ 165
Designer	\$ 150
Sustainability Director	\$ 260
Senior Sustainability Designer	\$ 195
Sustainability Designer	\$ 150
Student	\$ 85



SCHEDULE C - GENERAL CONDITIONS OF THE AGREEMENT

1. Representatives

Each party shall designate a representative (the "Project Representative") who is authorized to act on behalf of that party and receive notices under this Agreement.

2. Compensation

The value of Basic Services rendered, and reimbursable expenses will be invoiced on a monthly basis based upon progress of the work. Any unpaid invoice shall bear interest, calculated monthly at a rate of 12% per annum; commencing 60 days after the date NORR submits the invoice.

3. Suspension

NORR reserves the right to suspend service on this Project if invoices are not paid within 60 days from the date of issue and NORR will not be liable for any costs or delays caused by the suspension of services.

4. Termination

This Agreement may be terminated by either party upon not less than seven days written notice should the other party fail substantially to perform in accordance with its terms through no fault of the party initiating the termination. This Agreement may be terminated by the Client upon at least seven days written notice to NORR in the event that the Project is permanently abandoned. In the event of termination, NORR shall be paid within 30 days of the date that an invoice is submitted for all services performed to the effective termination date, together with reimbursable expenses and all termination expenses and applicable taxes then due.

5. Environment

NORR is not responsible for:

- the discovery, reporting, analyses, evaluation, presence, handling, removal or disposal of toxic hazardous substances or materials in any form at the place of the work; and
- the advice of any independent expert respecting the exposure of persons, property, or the environment to toxic or hazardous substances or materials in any form at the place of the work, whether or not the consultant was selected by NORR on behalf of the Client and/or the Contractor.

6. Professional Responsibility

NORR shall perform the services and fulfill duties and responsibilities of the Agreement to the standard of care, skill, and diligence that consultants would customarily provide in similar circumstances and in the same relative geographic location. All consultants engaged directly by the Client shall be professionally responsible to the Client for the performance of the work in accordance with normal industry standards. NORR shall not be professionally liable for the scope of work or the performance of services for any consultant hired directly by the Client or any temporary structures, designed or constructed, in the performance of the work.

7. Client Responsibility

The Client shall provide information, surveys, reports, and services and other information required by NORR in a timely manner in order for NORR to perform the services under this Agreement. NORR shall be entitled to rely upon the accuracy of such information as provided by the Client. This information shall include but may not be limited to the following:

- A current, certified legal survey of the site describing physical characteristics, legal description, existing buildings, and structures, adjoining properties and structures, utility locations, boundaries of the site encroachments, easements, rights of way, existing and proposed grades and lines of streets and alleys.



- Sub-surface investigation reports outlining the current condition of the site and appropriate professional recommendations regarding the design restrictions of the site.
- Toxic or hazardous materials reports, if any.
- Documentation of architectural controls, if any, imposed by the area developer on the site.
- Other information regarding the physical characteristics of the site that may be pertinent to NORR's services.

8. Construction Phase – Field Review

Field services are at the sole discretion of NORR, to observe whether the work of the contractor retained by the Client is being carried out in general conformity with the intent of the construction documents.

NORR shall not:

- Be required to make exhaustive or continuous on-site reviews;
- Be responsible for the acts or omissions of the Client, the contractor, or any other party performing the construction or for any failure of any party to carry out the work in accordance with the construction documents;
- Be responsible for the acts or omissions of the Other Consultants; or
- Have control, charge, or supervision of, or responsibility for construction means, methods, techniques or procedures, site safety procedures, temporary structures or any other activity required in construction of the Project.

9. Limitation of Liability

The Client agrees that all claims that the Client has or hereafter may have against NORR, its officers, directors, employees, representatives, agents, subsidiaries, parent companies, and consultants (the "Limited Parties") in any way arising out of or related to the Limited Parties' duties and responsibilities pursuant to this Agreement shall be limited to an aggregate amount of \$150,000 or the amount of NORR's Basic Fee, whichever is less. "Claim" or "Claims" shall mean a claim or claims whether in contract or tort or any other cause of action or remedy at law or in equity. No Claim may be brought against NORR more than two (2) years after the services were completed or terminated under this Agreement.

Neither NORR nor the Client shall be liable for any special, indirect, incidental, punitive, or consequential damages, including but not limited to, loss of income, loss of profit, loss of business opportunity, and/or loss of use arising from any and all Claims.

NORR shall not be responsible for:

- the failure of any Contractor or Consultant retained by the Client, to perform the work required on the Project;
- the design of, or defect in, equipment supplied or provided by the Client for incorporation into the Project;
- any cross-contamination resulting from sub-surface investigations;
- any damage to subsurface structures and utilities which were identified and located by the Client and/or its consultants;
- decisions made by the Client which were made without the advice of NORR or contrary to, or inconsistent with, NORR's advice; and
- the unauthorized distribution of any confidential document or report prepared by or on behalf of NORR for the exclusive use of the Client.



10. Copyright

Copyright for the design and drawings prepared by or on behalf of NORR belong to NORR. Plans, sketches, drawings, graphic representations, and specifications, including computer-generated designs, are instruments of NORR's services (the "Instruments of Service") and shall remain the property of NORR whether the Project for which they are made is executed or not. Submission or distribution of NORR's plans, sketches, drawings, graphic representations, and specifications to meet official regulatory requirements or for other purposes in connection with the Project shall not be construed as publication in derogation of NORR's reserved rights. The Client's use of NORR's Instruments of Service is contingent upon full payment to NORR for services rendered. The Instruments of Service shall not be used by the Client for any other reason or purpose other than renovations, modifications, **additions, or expansions to the Project.**

11. Dispute Resolution

All disputes arising out of or in connection with this Agreement shall be resolved in the spirit of maintaining a long term, mutually advantageous business relationship, in accordance with the following procedure:

First Level: the dispute shall be referred to the Project Representatives of each of the parties, as identified in Section 1 of this Schedule C.

Second Level: if unresolved after a period of ten (10) business days under the first level, the dispute shall be brought to the senior management of the parties who shall endeavor to find an acceptable solution. Senior management will endeavor to resolve the dispute through amicable negotiation, within a process and according to timelines that the senior management may determine.

Third Level: if unresolved under the second level after a period of twenty (20) business days, or such longer period as the parties may agree, the parties shall collectively appoint a mediator and schedule a mutually agreeable date to mediate the dispute.

Fourth Level: if unresolved under the third level following the mediation, the parties may avail themselves of all legal recourse.

While a dispute, controversy, or claim is pending, each party shall continue to perform its obligations under this Agreement, unless such party is otherwise entitled to suspend its performance hereunder or terminate this Agreement in accordance with the terms hereof.

MEMORANDUM



ITEM 13.5.

DATE: October 6, 2025
TO: Honorable Mayor and Council Members
FROM: Ka Vang, Management Analyst
Stefan Heisler, Housing Manager
SUBJECT: **A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH ASCENT ENVIRONMENTAL, INC. FOR A MIXED-USE & MULTI-FAMILY HOUSING STUDY IN AN AMOUNT NOT TO EXCEED \$185,000**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution would authorize the City Manager to execute an agreement with Ascent Environmental, Inc. (Ascent) and enable the city to undertake a study of mixed-use multifamily housing opportunities along the Folsom Boulevard corridor, advancing planning efforts that support equitable, climate-resilient infill development and strengthen neighborhood connectivity in historically underserved areas.

BACKGROUND

Rancho Cordova was awarded a subgrant of \$185,000 through the Sacramento Area Council of Government's (SACOG) administration of the U.S. Department of Transportation's Neighborhood Access and Equity (NAE) Discretionary Grant Program, a component of the larger Reconnecting Communities and Neighborhoods (RCN) Program. The grant is federally funded through the Inflation Reduction Act and managed regionally by SACOG as part of the Green Means Go: Green Zone Access and Equity Regional Planning Project.

The Rancho Cordova component of this regional effort is titled Folsom Boulevard: Transforming Old Lincoln Highway Study and is located in one of the city's designated Green Zones, which also overlaps with a federally recognized Disadvantaged Community (DAC). The grant will support this proposed Mixed-Use Multifamily Housing Study. This study includes background analysis, market and site feasibility analysis, conceptual design renderings, community engagement, and a recommendation memo covering zoning, development and incentive strategies. The target areas of this study include the city's Green Zones centered along the Folsom Boulevard Specific Plan Area and infill areas south of Highway 50.

These efforts will result in clear recommendations to update land use policies and zoning codes, support infill development, identify opportunity sites, and promote equitable access to

housing and transportation.

A Request for Proposals (RFP) for qualified contractors to complete the study was issued by the city on August 22, 2025, with proposals due September 9, 2025, by which time the city received seven proposals. An internal team of staff reviewed and ranked the submittals based on understanding of the scope, relevant experience, proposed timeline, and community outreach strategy. Following this evaluation, the proposal submitted by Ascent received the highest ranking. Staff recommends selecting Ascent to complete the study.

FISCAL IMPACT AND FUNDING SOURCE

There is no fiscal impact.

ATTACHMENT(S)

1. Resolution

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA, AUTHORIZING EXECUTION OF AN AGREEMENT WITH ASCENT ENVIRONMENTAL, INC. TO RECEIVE THE RECONNECTING COMMUNITIES AND NEIGHBORHOODS PROGRAM FUNDS FOR THE MIXED-USE MULTIFAMILY HOUSING STUDY

WHEREAS, the Sacramento Area Council of Governments (“SACOG”) applied for federal funds to implement the Green Means Go: Green Zone Access and Equity Regional Planning Project on behalf of local jurisdictions across the Sacramento region; and

WHEREAS, the City of Rancho Cordova (“City”) has been designated as a subrecipient under the Green Means Go program to conduct a Mixed-Use Multifamily Housing Study (the “Project”) focused on the Folsom Boulevard corridor, which is part of a city-designated Green Zone and a federally recognized Disadvantaged Community (DAC); and

WHEREAS, the Project includes \$185,000 in grant funding with no local match requirement, and will support feasibility and market studies, visual renderings, stakeholder engagement, and development of recommendations to remove transportation and zoning barriers to equitable infill housing; and

WHEREAS, this effort supports the city's General Plan and Climate Action and Adaptation Plan by fostering compact development, supporting sustainable transportation choices, and promoting equitable access to housing; and

WHEREAS, the City of Rancho Cordova desires to enter into an agreement with Ascent Environmental, Inc. for completion of the study; and

WHEREAS, the planning study is exempt from the California Environmental Quality Act (“CEQA”) pursuant to CEQA Guidelines Section 15262 (feasibility and planning studies), and does not commit the city to a specific project or action with a potential significant effect on the environment.

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

Section 1. Finds that the Mixed-Use Multifamily Housing Study is exempt from CEQA under CEQA Guidelines Section 15262, which allows for planning studies for possible future actions that the City has not approved, adopted, or funded.

Section 2. Authorizes the City Manager, or their designee, to take all actions and to execute and/or file all documents reasonably necessary to implement the above-referenced Study, in a form approved by the City Attorney, including, without limitation, executing an agreement with Ascent Environmental, Inc. for the receipt of Reconnecting Communities and Neighborhoods Program grant funds in an amount not to exceed \$185,000, and taking any administrative actions required to carry out the purpose and intent of this Resolution.

ITEM 13.5.

ATTACHMENT 1

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 6th day of October 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Siri Pulipati, Mayor

Stacy Leitner, CMC
City Clerk

MEMORANDUM



ITEM 13.6.

DATE: October 6, 2025
TO: Honorable Mayor and Council Members
FROM: Albert Stricker, Public Works Director
Edgar Medina, Assistant Public Works Director
SUBJECT: **A RESOLUTION APPROVING A NEW PUBLIC ROAD CONNECTION AT RANCHO CORDOVA PARKWAY TO U.S. ROUTE 50 BETWEEN POSTMILE 12.5 AND POSTMILE 15.8 FOR THE RANCHO CORDOVA PARKWAY INTERCHANGE PROJECT**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution would provide a public record of support for the Project and would satisfy a California Transportation Commission requirement when a project makes a new connection to the state highway system.

BACKGROUND

The U.S. 50/Rancho Cordova Parkway Interchange Project (Project) is a critical transportation link and project for the City of Rancho Cordova and the Sacramento Region that will alleviate regional congestion, improve roadway safety, support economic development, and promote the livability and quality of life in the city.

The City of Rancho Cordova contains one of the region's largest employment centers, second to Downtown Sacramento, with over 60,000 commuters coming into the city daily with projected growth currently under way south of the Project Area. The Project proposes a new interchange on U.S. 50 at Rancho Cordova Parkway at the midpoint between the Sunrise Boulevard and Hazel Avenue interchanges. The interchange project will be a "south-only" connection and include the design and construction of an approximate 2-mile stretch of Rancho Cordova Parkway that connects to the newly constructed segment of White Rock Road towards the south (See Attachment 2 - Location Map).

The project would help to achieve the following objectives:

1. Improve circulation on U.S. 50, Sunrise Boulevard, White Rock Road, Hazel Avenue and White Rock Road;
2. Improve traffic operations at the U.S. 50/Sunrise Boulevard and U.S. 50/Hazel Avenue interchanges;

3. Provide additional access from U.S. 50 to needed and planned housing development and employment centers;
4. Increase emergency and evacuation alternatives;
5. Catalyze housing developments and job creation;
6. Reduce vehicle miles traveled; and
7. Enhance opportunities to regional transit facilities

In late 2022, the city began final civil & structural design and environmental revalidation services for the U.S. 50/Rancho Cordova Parkway Interchange Project. The current schedule will complete the environmental re-validation and right of way certification in Summer 2026 and final civil & structural design at the end of 2026. The construction schedule will be developed as final design advances and the funding sources are finalized.

As a project requirement, the California Transportation Commission requires local agencies to approve a Resolution ensuring local agencies provide:

1. Statement of support for the proposed connection or interchange modification.
2. Acknowledgment of the project's scope and potential impacts.
3. Agreement to cooperate with Caltrans and the CTC on permitting, right-of-way, or environmental review.
4. Any financial or maintenance obligations the local agency.

Staff will return to Council with the subsequent freeway, access control and maintenance agreements once the design is finalized in late 2026.

FISCAL IMPACT AND FUNDING SOURCE

This project is included in the city's current approved 2025/26 – 2026/27 City Budget and Capital Improvement Plan. Funding for this project consists of SD Traffic Mitigation Impact Fees, Traffic Mitigation Fees, Supplemental Transportation Fee, Sunridge Anatolia CFD, Sunridge Park CFD, Sunridge North Douglas CFD and Federal Grants.

There are no impacts to the city's General Fund.

ATTACHMENT(S)

1. Resolution
2. Location Map

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA, APPROVING THE NEW PUBLIC ROAD CONNECTION AT RANCHO CORDOVA PARKWAY TO U.S. ROUTE 50 BETWEEN POSTMILE 12.5 AND POSTMILE 15.8 FOR THE U.S. 50/RANCHO CORDOVA PARKWAY INTERCHANGE PROJECT

WHEREAS, the purpose of the United States (U.S.) Route 50/Rancho Cordova Parkway Interchange Project (Project) is to improve regional circulation and connectivity, relieve existing traffic congestion on U.S. 50, improve traffic operations at U.S. 50/Sunrise Boulevard and U.S. 50/Hazel Avenue interchanges, maintain acceptable levels of service on U.S. 50, provide additional access to and from U.S. 50 and planned development, improve emergency access within the City of Rancho Cordova and the region; and

WHEREAS, the Project will construct a new interchange, Rancho Cordova Parkway, on U.S. 50 between Sunrise Boulevard and Hazel Avenue which has recorded access rights at the planned connection; and

WHEREAS, this interchange will be a “south only” connection and includes construction of a new arterial street, Rancho Cordova Parkway, that extends from the new interchange south to White Rock Road; and

WHEREAS, the city is the lead agency responsible for the implementation of the Project; and

WHEREAS, the project EIR/EA was approved by Rancho Cordova City Council on March 16, 2015, with FONSI approved by Caltrans on April 28, 2015; and

WHEREAS, the Project Report was submitted and approved by the California Department of Transportation (Caltrans) on November 13, 2015; and

WHEREAS, the Project addresses the need for another connection point to U.S. 50 that supports existing and planned growth within the City of Rancho Cordova and surrounding communities identified in the Circulation Element of the city’s approved General Plan as an interchange improvement; and

WHEREAS, California Transportation Commission (CTC) consent is required for public road opening and connections to controlled access highways, U.S. 50; and

WHEREAS, the U.S.50/Rancho Cordova Parkway Interchange New Public Road Connection designation is a mandate requirement of the CTC; and

WHEREAS, Caltrans has the authority to enter into an access control highway agreement and maintenance agreement with the local agencies; and

WHEREAS, Caltrans and CTC require local agencies to construct public road connections within a reasonable time frame; and

ITEM 13.6.

ATTACHMENT 1

WHEREAS, Caltrans and CTC require local agencies to pay all costs to construct a public road project to connect to controlled access highway; and

WHEREAS, the city has a firm commitment to fund and deliver this Public Road Connection in a timely manner.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA hereby approves the New Public Road Connection to United States Route 50 at Rancho Cordova Parkway to United States Route 50, between Postmile 12.5 and Postmile 15.8 for the U.S. 50/Rancho Cordova Parkway Interchange Project.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 6th day of October 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

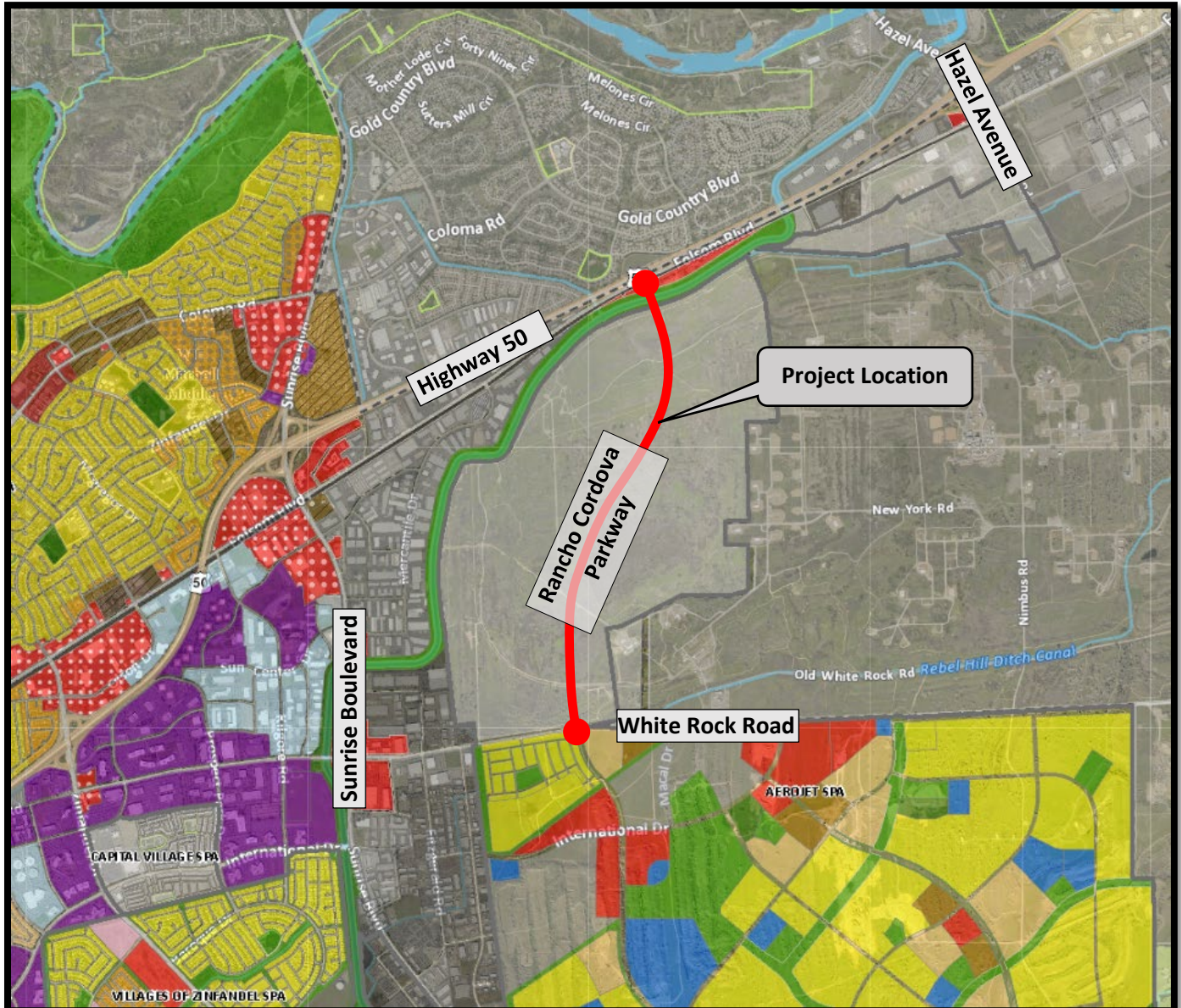
ATTEST:

Siri Pulipati, Mayor

Stacy Leitner, CMC
City Clerk

Attachment 2

Project Location



MEMORANDUM



ITEM 13.7.

DATE: October 6, 2025

TO: Honorable Mayor and Council Members

FROM: Albert Stricker, Public Works Director
Edgar Medina, Assistant Public Works Director

SUBJECT: **A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT AMENDMENT NO. 2021-336-5 WITH DEWBERRY ENGINEERS INC. TO INCREASE THE CONTRACT AMOUNT BY \$164,319.63 TO AN AMOUNT NOT TO EXCEED \$344,020.60 FOR PROFESSIONAL ENGINEERING SERVICES ON THE MATHER FIELD ROAD ENHANCEMENTS PHASE 2 PROJECT**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution would promote public safety, improved connections and incorporate aesthetic enhancements along Mather Field Road north of U.S. Highway 50.

BACKGROUND

The City Council has identified Mather Field Road as a key entry point and corridor for the city and over the past several years has invested heavily in upgrading the roadway infrastructure to current standards. In 2022 and in alignment with the Mather Field Road Rehabilitation Project, City Council approved Community Enhancement and Investment Funds to design and construct the Mather Field Road Enhancement Project.

The enhancement project includes converting a California Department of Transportation's (Caltrans) fence to a concrete sound wall on the north side of U.S. 50, upgrading the landscaping and hardscape near the westbound offramp lanes, upgrading the aesthetic wall treatment along the east side of Mather Field, replacing the pedestrian fencing along the overpass structure over U.S. 50 and also includes a design for a pergola entry wall feature at Croydon Drive.

The project has been in design and in recent coordination with Caltrans, the city was notified that the project will need to follow the DEER (Design Engineering Evaluation Report) process for locally funded projects within the State Highway System. In general, the process is designed to simplify the processing of projects that are funded by local agencies, though after years of coordinating with Caltrans, this process was recently set as a project requirement.

The proposed Contract Amendment No. 2021-336-5 is to cover the additional design services to meet the DEER process requirements and to complete the final design. In an effort to efficiently deliver the project enhancements, staff will be separating the project design into two phases. Phase 1 will cover improvements within the city's right-of-way and Phase 2 will cover improvements within Caltrans' right-of-way. Separating the improvements into phases allows the city to proceed with a significant portion of the overall improvements while the remainder project follows the DEER process.

The schedule for Phase 1 is to complete the design in Fall 2025 and begin construction in spring 2026. The schedule for Phase 2 is to complete the design in spring 2026 and begin construction in summer 2026.

FISCAL IMPACT AND FUNDING SOURCE

Funding for Mather Field Road Enhancements Projects consists of Community Enhancement & Investment Funds and Infrastructure Replacement Funds. There is no impact on the city's General Fund.

This project is included in the city's current approved Capital Improvement Plan and in the 2025/26 budget.

ATTACHMENT(S)

1. Resolution
2. Contract Amendment No. 2021-336-5

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE CONTRACT AMENDMENT NO. 2021-336-5 TO INCREASE THE CONTRACT AMOUNT BY \$164,319.63 TO AN AMOUNT NOT TO EXCEED \$344,020.60 WITH DEWBERRY ENGINEERS, INC. FOR ENGINEERING DESIGN SERVICES FOR THE MATHER FIELD ROAD ENHANCEMENTS PROJECT, CS80059

WHEREAS, the Public Works Department employs the assistance of qualified consultants for engineering design services in order to provide flexibility to adapt to the variable Capital Improvement Program demands; and

WHEREAS, on December 2, 2021, the city approved Contract No. 2021-336 with Dewberry Engineers, Inc. in the amount of \$79,892.36 for engineering design services for Mather Field Road Enhancements Project, CP22-2233; and

WHEREAS, on December 1, 2023, the city approved Contract Amendment No. 2021-336-1 with Dewberry Engineers, Inc. to extend the contract term to June 30, 2025; and

WHEREAS, on January 16, 2024, the city approved Contract Amendment No. 2021-336-2 with Dewberry Engineers, Inc. to increase the contract amount by \$29,970.39 to an amount not to exceed \$109,862.75 for engineering design services for the project; and

WHEREAS, on September 3, 2024, the city approved Contract Amendment No. 2021-336-3 with Dewberry Engineers, Inc. to increase the contract amount by \$69,838.24 to an amount not to exceed \$179,700.99 for final engineering design services and Caltrans coordination for the project; and

WHEREAS, on June 20, 2025, the city approved Contract Amendment No. 2021-336-4 that extends the term of this agreement from June 30, 2025, to June 30, 2027; and

WHEREAS, Contract Amendment No. 2021-336-5 will amend Section 2 "Compensation" to increase the contract amount by \$164,319.63 to an amount not to exceed \$344,020.60 and will cover the additional services to prepare a State of California Design Engineering Evaluation Report for locally funded projects within the State Highway System.

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. 2021-336-5 to increase the contract amount by \$164,319.63 to an amount not to exceed \$344,020.60 with Dewberry Engineers, Inc. for engineering design services for the Mather Field Road Enhancements Phase 2 Project, CS80059, in a form approved by the City Attorney.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 6th day of October 2025 by the following vote:

AYES:

ITEM 13.7.

ATTACHMENT 1

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Stacy Leitner, CMC
City Clerk

Siri Pulipati, Mayor

**FIFTH AMENDMENT TO THE PROFESSIONAL SERVICES AGREEMENT
BETWEEN THE CITY OF RANCHO CORDOVA AND DEWBERRY ENGINEERS, INC. FOR
ENGINEERING DESIGN FOR THE MATHER FIELD ROAD ENHANCEMENTS PROJECT
CP22-2233, CS80059**

This Fifth Amendment to the Agreement for Professional Services ("Amendment") is made by and between the City of Rancho Cordova ("City") and Dewberry Engineers, Inc. a California Corporation ("Professional") as of October 6, 2025. City and Professional are hereinafter collectively referred to as the "Parties."

RECITALS

WHEREAS, the Parties entered into a Professional Services Agreement ("PSA") dated January 24, 2022, for the purpose of providing engineering design services; and

WHEREAS, on December 01, 2023, City approved administrative amendment 2021-336-1 that amended Section 1.1 Performance Period, extending the term of this agreement from June 30, 2023, to June 30, 2025; and

WHEREAS, on January 16, 2024, Council approved amendment 2021-336-2 that amended Section 2 "Compensation" to Increase the contract amount by \$29,970.39 to an amount not to exceed \$109,862.75; and

WHEREAS, on September 03, 2024, Council approved amendment 2021-336-3 that amended Section 2 "Compensation" to Increase the contract amount by \$69,838.24 to an amount not to exceed \$179,700.99; and

WHEREAS, on June 20, 2025, City approved administrative amendment 2021-336-4 that amended Section 1.1 Performance Period, extending the term of this agreement from June 30, 2025, to June 30, 2027; and

WHEREAS, this amendment 2021-336-5 will amend Section 2 "Compensation" to Increase the contract amount by \$164,319.63 to an amount not to exceed \$344,020.60; and

WHEREAS, this amendment 2021-336-5 will cover the additional services to prepare State of California Design Engineering Evaluation Report for locally funded projects within the State Highway System; and

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

NOW, THEREFORE, the Parties hereto agree as follows:

AGREEMENT

1. The Parties agree to amend Section 2 "COMPENSATION" of the PSA to Increase the contract amount by \$164,319.63. The first sentence of Section 2. COMPENSATION of the PSA is amended to read as follows:

"City hereby agrees to pay Professional a sum not to exceed Three Hundred Sixteen Thousand Eight Hundred Eleven Dollars and Sixty-Eight Cents (\$344,020.60), notwithstanding any contrary

indications that may be contained in Professional's cost proposal dated September 24, 2025, for services to be performed and reimbursable costs incurred under this Agreement.

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.
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.
4. **Contract Administration.** This Agreement shall be administered by Mr. 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:

Dewberry Engineers, Inc.
Attention: Jose Silva, P.E.
11060 White Rock Road, Ste 200
Rancho Cordova, Ca. 95670, jsilva@dewberry.com

Any written notice to City shall be sent to:

Mr. Edgar Medina, P.E.
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

Dennis Haglan, Sr. Vice President

Date: _____

Date: _____

Attest:

Stacy Leitner, City Clerk

Date: _____

Approved as to Form:

Adam Lindgren, City Attorney

Date: _____

Exhibit A
Fee Proposal

September 24, 2025

Mr. Edgar Medina
Rancho Cordova Department of Public Works
2729 Prospect Park Drive
Rancho Cordova, CA 95670

SUBJECT: Mather Field Road Enhancement Project - Request for Contract Amendment #5 – Phase 2

Dear Edgar,

As discussed, Dewberry is requesting an amendment to our contract for separating design plans, specifications, and estimate (PS&E) for work only within the State right of way for the Mather Field Road Enhancement project. This Phase 2 work for the Mather Field Road Enhancement project is to be submitted to Caltrans for review and approval.

Due to recent Caltrans review and change in the delivery process with new requirements, the City requested that a separate PS&E package be prepared for Mather Field Road improvements that are within the State right of way. In addition to the Encroachment Permit, Caltrans is requiring the City to follow the Design Engineering Evaluation Report (DEER) process. This process requires completing the following additional documents:

- DEER (Report and attachments)
- Storm Water Data Report
- Drainage Memo
- Water Quality Memo
- Complete Streets Decision Document
- TMP Request
- Right of Way Data Sheet
- Traffic signal modification at the Mather Field Road/US 50 WB Off-ramp intersection. The traffic signal modification will be limited to:
 - Upgrade existing pedestrian pushbutton assembly to Accessible Pedestrian Signal (APS)
 - Upgrade existing pedestrian signal heads to count-down type pedestrian signal heads
 - Raise impacted pull boxes to grade
 - Relocation of traffic signal pole

Responding to Caltrans comments and incorporating requests is included along with the PS&E deliverables.

The total estimated not to exceed amount of these services is \$164,319.63 and brings our total Not to Exceed contract amount to \$344,020.62. These additional services will be billed on a time and materials basis at our current 2025 rates.

Page 1 of 2

11060 White Rock Road, Suite 200, Rancho Cordova, CA 95670 • P 916-363-4210

Exhibit A (Continued)



Please let me know if you have any questions or comments about this proposal and thank you again for the opportunity to serve the City of Rancho Cordova.

Sincerely,

Dewberry Engineers Inc.

Jose Silva, P.E.

Project Manager/Vice President

Mather Field Road Enhancements

City of Rancho Cordova

Attachment A: Amendment 5 Fee



9/24/2025

		Dewberry Engineers Inc.		Atlas Lab Inc.		Bennett Engineering		TOTAL	
		HOURS	COST	HOURS	COST	HOURS	COST	HOURS	COST
Task #	Task Name								
1.0	Project Management								
1.1	Project Management/Coordination	16	\$5,334.73					16	\$5,335
1.5	Caltrans Coordination	16	\$5,334.73					16	\$5,335
	Total Task 1	32	\$10,669.46					32	\$10,669
2.0	Preliminary Engineering and Environmental								
2.4	DEER	72	\$18,227.83					72	\$18,228
2.5	SWDR	33	\$7,537.06					33	\$7,537
2.6	Drairage Memo	33	\$8,032.82					33	\$8,033
2.7	Water Quality Memo	45	\$9,780.70					45	\$9,781
2.8	Complete Streets Decision Document	17	\$4,710.79					17	\$4,711
2.9	TMP Request	5	\$1,475.63					5	\$1,476
2.1	RWDS	18	\$5,108.04					18	\$5,108
	Total Task 2	223	\$54,872.86					223	\$54,873
3.0	PS&E Activities								
3.4	Final Submittal of Plans, Specs and Estimate (100%)	100	\$21,385.54			71	\$15,914.00	171	\$37,300
3.5	Structures Fence/Barrier Design	32	\$6,191.13					32	\$6,191
3.6	Pergola Design			30	\$4,340.00			30	\$4,340
3.7	Separate Caltrans PS&E Package	84	\$18,063.51	65	\$9,385.00			149	\$27,449
	Total Task 3	216	\$45,640.18	95	\$13,725.00	71	\$15,914.00	382	\$75,279
4.0	Bidding & Construction Assistance								
4.1	Bidding Services	16	\$5,334.73					16	\$5,335
4.2	Services (Design Support) During Construction	48	\$12,517.39	24	\$3,560.00	8	\$1,997.00	80	\$18,074
	Total Task 4	64	\$17,852.12	24	\$3,560.00	8	\$1,997.00	96	\$23,409
TOTAL DIRECT LABOR HOURS		535	\$129,034.63	119	\$17,285.00	79	\$17,911.00	733	\$164,230.63
TOTAL OTHER DIRECT COST						\$89.00		\$89.00	
TOTAL PROJECT COST		\$129,034.63		\$17,285.00		\$18,000.00		\$164,319.63	

Exhibit A (Continued)



Mather Field Road Enhancements
City of Rancho Cordova

Dewberry Engineers Inc.

9/24/2025

Prime

Attachment A: Amendment 5 Fee

		PIC/PM F. Jose Silva	Engineer VI Kevin Li	Engineer IV To Be Determined	Engineer II To Be Determined	CAD Technician IV To Be Determined	TASK HOURS	TASK COSTS
Loaded Rate:		\$397.24	\$269.60	\$207.63	\$151.01	\$174.61		
Task #	Task Name							
1.0	Project Management							
1.1	Project Management/Coordination	8	8				16	\$5,334.73
1.5	Caltrans Coordination	8	8				16	\$5,334.73
Total Task 1		16	16				32	\$10,669.46
2.0	Preliminary Engineering and Environmental							
2.4	DEER	8	40	8	8	8	72	\$18,227.83
2.5	SWDR	1	8	24			33	\$7,537.06
2.6	Drairage Memo	1	16	16			33	\$8,032.82
2.7	Water Quality Memo	1	4	40			45	\$9,780.70
2.8	Complete Streets Decision Document	1	16				17	\$4,710.79
2.9	TMP Request	1	4				5	\$1,475.63
2.1	RWDS	2	16				18	\$5,108.04
Total Task 2		15	104	88	8	8	223	\$54,872.86
3.0	PS&E Activities							
3.4	Final Submittal of Plans, Specs and Estimate (100%)	4	24	40	24	8	100	\$21,385.54
3.5	Structures Fence/Barrier Design			24	8		32	\$6,191.13
3.7	Separate Caltrans PS&E Package	4	24	24	24	8	84	\$18,063.51
Total Task 3		8	48	88	56	16	216	\$45,640.18
4.0	Bidding & Construction Assistance							
4.1	Bidding Services	8	8				16	\$5,334.73
4.2	Services (Design Support) During Construction	8	24	8	8		48	\$12,517.39
Total Task 4		16	32	8	8		64	\$17,852.12
TOTAL DIRECT LABOR HOURS		55	200	184	72	24	535	\$129,034.63
TOTAL PROJECT COST								\$129,034.63

Exhibit A (Continued)

Mather Field Road Enhancements

City of Rancho Cordova

Atlas Lab Inc.**Landscape Design**

Attachment A: Amendment 5 Fee

		Principal, Erik Prince	Project Manager, TBD	Senior Designer, TBD	Designer, TBD	Support Staff, TBD	TASK HOURS	TASK COSTS
		\$185.00	\$160.00	\$130.00	\$110.00	\$85.00		
Task #	Task Name							
3.0	PS&E Activities							
3.6	Pergola Design	8		22			30	\$4,340.00
3.7	Separate Caltrans PS&E Package	17		48			65	\$9,385.00
Total Task 3		25		70			95	\$13,725.00
4.0	Bidding & Construction Assistance							
4.2	Services (Design Support) During Construction	8		16			24	\$3,560.00
Total Task 4		8		16			24	\$3,560.00
TOTAL DIRECT LABOR HOURS		33		86			119	\$17,285.00
TOTAL PROJECT COST								\$17,285.00

Mather Field Road Enhancements

City of Rancho Cordova

Bennett Engineering**Electrical**

Attachment A: Amendment 5 Fee

		Engr 10, Dan Yao	Engr 10, Kin Chan	Engr 4,	Engr 1,	TASK HOURS	TASK COSTS	
		\$319.00	\$319.00	\$215.00	\$180.00			
Task #		Task Name						
3.0	PS&E Activities							
3.4	Final Submittal of Plans, Specs and Estimate (100%)		3	13	26	29	71	\$15,914.00
Total Task 3			3	13	26	29	71	\$15,914.00
4.0	Bidding & Construction Assistance							
4.2	Services (Design Support) During Construction		1	2	4	1	8	\$1,997.00
Total Task 4			1	2	4	1	8	\$1,997.00
TOTAL DIRECT LABOR HOURS			4	15	30	30	79	\$17,911.00
OTHER DIRECT COSTS (see attached sheet)							\$89.00	
TOTAL PROJECT COST							\$18,000.00	

MEMORANDUM



ITEM 13.8.

DATE: October 6, 2025
TO: Honorable Mayor and Council Members
FROM: Stefan Heisler, Housing Manager
SUBJECT: **A RESOLUTION TO APPROVE THE EXECUTION OF A FISCAL YEAR 2024 COMMUNITY PROJECT FUNDING GRANT AGREEMENT WITH THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT TO RECEIVE GRANT FUNDS IN THE AMOUNT OF \$1,000,000 FOR THE MATHER VETERANS VILLAGE PHASE 4 PROJECT**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution would allow the City Manager or his designee to execute a Fiscal Year 2024 Community Project Funding Grant Agreement with the U.S. Department of Housing and Urban Development (HUD) to receive \$1,000,000 in Community Project Fund (CPF) grant funds for the Mather Veterans Village Phase 4 project (Project).

BACKGROUND

In the Consolidated Appropriations Act, 2024 (Public Law 118-42) (the FY2024 Act), and the Further Consolidated Appropriations Act, 2024 (Public Law 118-47) (the Further FY2024 Act) Congress made \$3,290,054,336 in funding available for CPF. On March 16, 2023, city staff submitted an application for FY 24 CPF to Congressman Ami Bera for \$1,000,000 to assist with the hard construction costs of the Mather Veterans Village Phase 4 project.

On August 24, 2024, the city received an award letter from HUD confirming that \$1,000,000 had been awarded to the city for the Project. Before executing a Grant Agreement the city completed National Environmental Protection Act (NEPA) review and clearance. The city now needs to execute a grant agreement with HUD for the CPF funding. A City Council resolution is needed to accept the award and execute the grant agreement.

The \$1,000,000 grant will be used to pay for a portion of the vertical construction costs of the Project. The city will have until August 31, 2032, to spend this funding. The Project is expected to begin construction in early 2026 and begin occupancy in fall 2027.

FISCAL IMPACT AND FUNDING SOURCE

There is minimal fiscal impact, limited to a small amount of staff time to administer the grant funding.

ATTACHMENT(S)

1. Resolution

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA, AUTHORIZING EXECUTION OF A FISCAL YEAR 2024 COMMUNITY PROJECT FUNDING GRANT AGREEMENT WITH THE UNITED STATES DEPARTMENT OF HOUSING AND URBAN DEVELOPMENT TO RECEIVE A GRANT IN THE AMOUNT OF \$1,000,000 FOR THE MATHER VETERANS VILLAGE PHASE 4 PROJECT

WHEREAS, in the Consolidated Appropriations Act, 2024 (Public Law 118-42) (the FY2024 Act), and the Further Consolidated Appropriations Act, 2024 (Public Law 118-47) (the Further FY2024 Act) Congress made \$3,290,054,336 in funding available for Community Project Funding (“CPF”); and

WHEREAS, in March 2023, the City of Rancho Cordova applied for a CPF grant in the amount of \$1,000,000 to support the construction of the Mather Veterans Village Phase 4 project (“Project”); and

WHEREAS, in August 2024, Congress approved and the United States Department of Housing and Urban Development (“HUD”) awarded the City of Rancho Cordova the full \$1,000,000 requested; and

WHEREAS, the City Council of the City of Rancho Cordova desires to enter into a Fiscal Year 2024 Community Project Funding Grant Agreement with HUD for \$1,000,000 to receive CPF funding for the Project.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA does authorize the City Manager or his designee to execute a Fiscal Year 2024 Community Project Funding Grant Agreement with HUD in an amount not to exceed \$1,000,000, in a form approved by the City Attorney, to receive CPF funding for the Mather Veterans Village Phase 4 project.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 6th day of October 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

ATTEST:

Siri Pulipati, Mayor

Stacy Leitner, CMC
City Clerk

MEMORANDUM

ITEM 15.1.



DATE: October 6, 2025

TO: Honorable Mayor and Council Members

FROM: Nick Sosa, Senior Planner

SUBJECT: FITE CIRCLE DIGITAL BILLBOARD SIGN – ZONING TEXT AMENDMENT, CONDITIONAL USE PERMIT, MINOR DESIGN REVIEW, & OPERATING AGREEMENT (MITIGATED NEGATIVE DECLARATION PREPARED PURSUANT TO ARTICLE 6 OF THE CALIFORNIA ENVIRONMENTAL QUALITY ACT) – PROJECT NO. PLND-1124-0113 – 3127 FITE CIRCLE; APN: 077-0330-039-0000

PROPERTY OWNER:	APPLICANT:
3127fite, LLC c/o BJ Yu	Cordova Community Council Foundation
2370 Telegraph Avenue	2729 Prospect Park Drive, Ste. 117
Oakland, CA 94612	Rancho Cordova, CA 95670

PROJECT: The applicant, Cordova Community Council, is seeking approval of a Zoning Text Amendment, Conditional Use Permit, Minor Design Review, and Operating Agreement for a new digital billboard sign along US Highway 50 at 3127 Fite Circle. The sign proposes a sign area display measuring 1,003 square feet. The sign is proposed at 60 feet in height. The applicant will also enter into an Operating Agreement with the city to govern the operations of the digital sign. The Zoning Text Amendment would create an additional area within the Digital Freeway Signs Overlay.

FILE: PLND-1124-0113

LOCATION: 3127 Fite Circle

APN: 077-0330-039-0000

PLANNER: Nick Sosa, Senior Planner

RECOMMENDATION

Certify the Initial Study/Mitigated Negative Declaration that was prepared and circulated pursuant to the California Environmental Quality Act (CEQA) and adopt the Mitigation Monitoring and Reporting Program (MMRP), waive the first reading and introduce the Ordinance for the Digital Freeway Sign Overlay zoning text amendment for Section 23.743.150; adopt the Resolution for the Fite Circle Digital Billboard Sign Zoning Text Amendment, Conditional Use Permit and Minor Design Review; and approve the Fite Circle Digital Billboard Sign Operating Agreement.

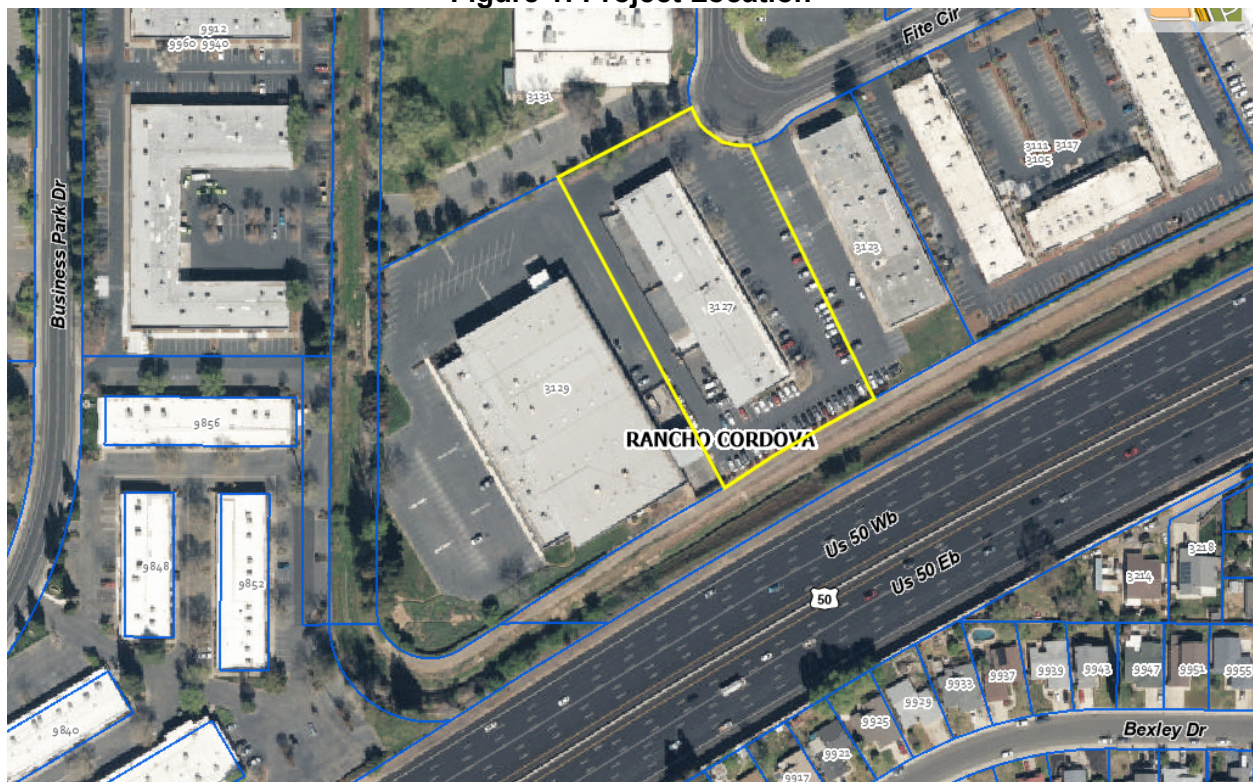
RESULT OF RECOMMENDED ACTION

Adoption of the Ordinance and Resolution would find that the project was adequately analyzed in the Initial Study/Mitigated Negative Declaration and approve the applicant's request to modify Section 23.743.150 to include an additional area to the existing Digital Freeway Sign Overlay and allow for construction of a single digital billboard sign at the subject property along US Highway 50. This would further allow the applicant to move forward with building permit applications with the Building & Safety Department.

BACKGROUND

The Project site is located at 3127 Fite Circle adjacent to US Highway 50, as shown in **Figure 1**: The project parcel is approximately 2.23 acres in size and includes an existing 24,000 square foot building with existing parking lot and other supportive elements such as lighting and landscaping. The property is located within an Office Industrial Mixed Use (OIMU) zone within the Folsom Boulevard Specific Plan.

Figure 1: Project Location



In addition to the highway located to the south, the project site is also surrounded by other office flex space and light industrial buildings located east, west, and north of the project parcel. Businesses directly adjacent to the site include The Frame Factory, Lighting Solutions, Redtail Technology, and i5LED located within the building on-site. **Figure 2** and **Figure 3** show current site conditions from Highway 50 and Fite Circle.

Figure 2: Streetview from Hwy 50 looking North toward Fite Circle



Figure 3: Streetview from Fite Circle looking toward Hwy 50



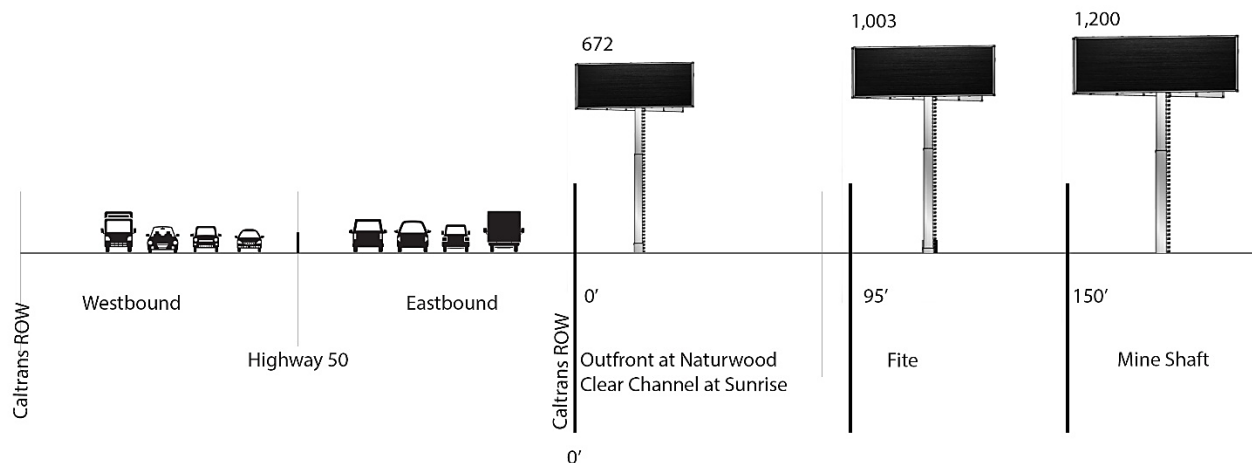
Planning Commission Hearing

The project was heard before the Planning Commission on August 27th and received comments and concerns from both the Commission and the community both in person and via written comments submitted. Key concerns were regarding the size of the proposed signage, exemptions from the sign removal requirement, and concerns with violations of the Outdoor Advertising Act and potentially spot zoning regarding the proposed Zoning Code Amendment. Responses to these concerns are listed below.

Square Footage Allowance

The applicant originally requested a digital billboard sign with a total of 1,200 SF consistent with their previous sign approval at the Mineshaft Property. The allowed square footage for digital billboard signs is 672 SF unless an exception is made via the Operating Agreement with the city. After listening to comments both from the community as well as the Planning Commission, the applicant has modified their requested square footage from 1,200 SF to a total of 1,003 SF based upon the distance of the sign from the public right of way. It is important to note that the Planning Commission recommendation for approval is for the proposed sign at 1,200 SF. The applicant decided to reduce the size of the sign after the Planning Commission hearing.

The applicant determined this square footage based upon other existing signs along Highway 50 and their distances from the right of way. The existing Clear Channel Sign east of Sunrise Boulevard as well as the Outfront Digital Media sign at the Naturewood property are both located directly adjacent to the highway and are built at the allowed standard of 672 SF. The applicant's recently approved and constructed Mineshaft east sign is located over 150 feet from the public right of way and was built with a square footage of 1,200 SF, larger than the allowed standard but approved through the Operating Agreement. The proposed Fite Circle Billboard sign would be located approximately 95 feet from the public right of way, which is closer than the Mineshaft east sign's distance to the right of away, therefore the applicant has reduced the proposed Fite Circle sign to 1,003 SF. The graphic below visually portrays this comparison.



SIZE OF DISPLAY RELATIVE TO DISTANCE FROM CALTRANS ROW

All documents, including project plans, Resolution, and Operating Agreement, have been updated to reflect the updated square footage.

Sign Removal Requirement

Per RCMC 23.743.150(C)(3), the city allows for exemptions from development standards as part of negotiations for the Operating Agreement. The applicant is requesting an exemption from the sign removal requirement (removal of at least four static billboards for every one digital freeway sign) as the proposed sign would be a relocation of their “west” sign that was previously approved at the Cordova Community Council’s (CCC) Mineshaft location and where a static billboard sign has already been removed as part of that proposal. The static sign that was removed from the Mineshaft property was located on private property owned by the CCC and therefore was able to be removed. However, the remaining static billboards within the city, specifically those along Highway 50, are located on private property not owned by the applicant, and would not feasibly be able to be removed by CCC. Therefore, the applicant continues to make this request as part of the Operating Agreement with the city.

Potential Violations of Outdoor Advertising Act and Spot Zoning

The city received a public comment from Orion Outdoor Media regarding the application during the city’s Planning Commission meeting on August 27, 2025. The comments object to the application on two bases.

First, the comments claim that “[t]he application is in direct conflict and runs afoul of both the City of Rancho Cordova’s general plan and specific plan as it relates to the requirement of the removal of static billboards both number and size, placement of a new billboard outside the lawful areas that allow digital billboards and violates both size and height restrictions.”

The City Attorney has reviewed this comment and does not find merit in the claim. While, the city does enforce certain design standards and requires removal of static billboards as part of the planning process, Rancho Cordova Municipal Code 23.743.150 (C)(3) provides a specific exemption from the stated development standard and requirement to remove existing billboards through entering an operating agreement with the applicant and with the issuance of a conditional use permit if the City Council finds and determines that the operating agreement achieves community benefits that are equivalent to those that would be achieved through strict compliance with subsection (C)(1) and (C)(2) of Section 23.743.150.

The second issue raised by commenters was a vague and undeveloped assertion that approval of the application would violate Federal Law and seek to create spot zoning. Without more detail on what particular Federal Law is at issue here, the City Attorney is unable to comment further on that assertion. Spot zoning occurs when a zoning ordinance prevents a property owner from utilizing his or her property in a certain way, treating the affected property different from neighboring properties resulting in a severe diminution of value to the affected property. The facts here do not align for a spot zoning challenge. The parcel of land affected by the rezone does not act to prevent any already permitted use on the property. The rezone ordinance would add a use to the property through inclusion in the Billboard Overlay Zone. Second, spot zoning challenges are typically filed by the property owner to whom the rezoning would affect. Given that the rezone is being requested by the applicant/property owner, it does not appear that the applicant is a potential litigant under this theory. Because the recommended action does not diminish the value of the affected property, rather enhances it by offering a wider variety of conditionally approved uses, the City Attorney disagrees that the recommended action constitutes spot zoning.

PROJECT DESCRIPTION

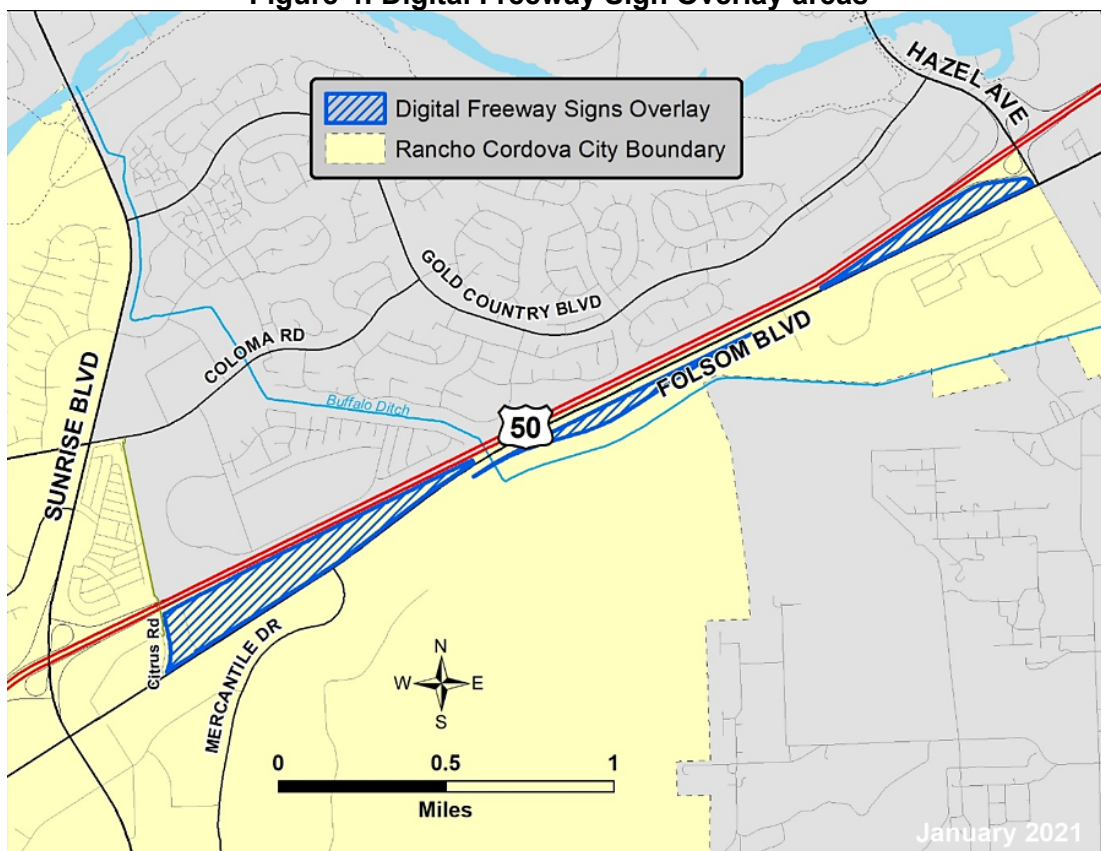
Cordova Community Council (CCC) is seeking approval of a Zoning Text Amendment, Conditional Use Permit, Design Review, and Operating Agreement for a single digital freeway sign. The development and long-term lease of the digital freeway billboard is a critical component of a strategy that would provide the CCC with long-term financial stability to carry out its mission. As a non-profit organization serving the Rancho Cordova community, the Cordova Community Council has identified the following project objectives:

- Develop a revenue source for the Cordova Community Council from the ownership of an additional digital billboard sign.
- Provide the City of Rancho Cordova and community groups with a medium for communicating to area residents.

Zoning Text Amendment

The Digital Freeway Signs Overlay section of the City of Rancho Cordova Municipal Code regulates the installation and use of digital freeway signs within designated overlay zones. The overlay zones are established to protect residential areas from the negative impacts of digital freeway signs, such as excessive glare or light pollution. Currently there are only three areas within the Digital Freeway Sign Overlay, primarily located in the northeast section of the city along Highway 50 between Sunrise Boulevard and Hazel Ave. See **Figure 4** below from RCMC Section 23.743.150.

Figure 4: Digital Freeway Sign Overlay areas



As part of the Application, the applicant has requested to add a fourth area to the Digital Freeway Sign Overlay, as part of a Zoning Text Amendment. This fourth zone would be located at the west entrance of the city bounded by Highway 50 to the south, 9778 Business Park Drive to the west, Business Park Drive and Fite Circle to the North, and the eastern edges of the industrial zoned property on Fite Circle. A graphic of the proposed fourth area is shown below in **Figure 5**. This newly added area would accommodate the proposed project site at 3127 Fite Circle with the project area marked with a star.

Figure 5: Proposed fourth Overlay Zone (Bradshaw)

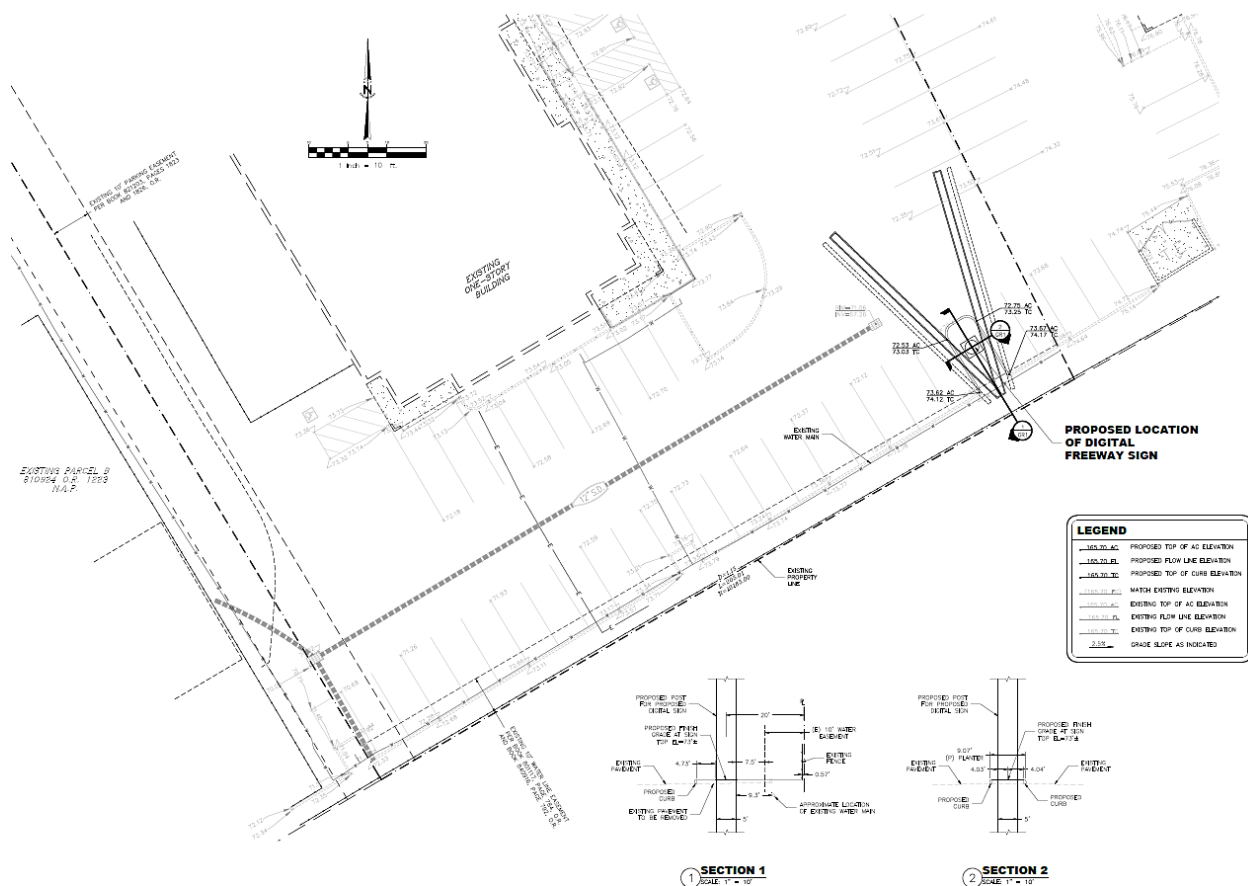


Along with the newly proposed fourth area and added graphic, minor amendments are proposed to update the chapter text with descriptors for the new overlay area, however, no changes to the existing development standards or requirements are proposed with this application.

Conditional Use Permit

The proposed digital freeway sign has a sign area display measuring 17'x 59' (1,003 square feet). The sign has an overall maximum height of 60 feet including the pole. The sign will be located directly adjacent to Highway 50 within the existing parking lot of 3127 Fite Circle. Once installed, the parking areas will continue to be able to be utilized, and the site will not result in any loss of parking.

Figure 7: Site Plan



The proposed digital freeway sign would not operate at brightness levels of more than 0.3 foot-candles above ambient light, automatically adjusting as ambient light conditions change. No trees would be removed as part of construction.

Environmental impacts of the proposed digital freeway sign are identified and analyzed in the Draft Initial Study/Mitigated Negative Declaration (IS/MND) (SCH# 2025061343). The IS/MND analyzed a number of environmental factors and identified less than significant impact in the following areas: air quality, biological resources, cultural resources, and hazards and hazardous materials. Subsequently, the IS/MND outlines mitigation measures to address these impacts in the Mitigation and Monitoring Program as shown in [Attachment 8](#).

Per the Rancho Cordova Municipal Code Section 23.743.150, a digital freeway sign proposed within the digital freeway signs overlay area requires the approval of a Conditional Use Permit. Chapter 23.134 of the Rancho Cordova Municipal Code requires specific findings to approve a Conditional Use Permit. As shown in [Attachment 1](#), all applicable findings have been met supporting the Conditional Use Permit.

Minor Design Review

The proposed project is also subject to design review per Section 23.140 of the Rancho Cordova Municipal Code and must adhere to specific design standards. The proposed sign would have a monopole that would support two electronic displays angled to provide line-of-sight for highway travelers. The proposed sign structures supporting and surrounding the digital

display area are as small as possible and avoid any unnecessary height or width to the sign. The structure also does not add stylistic or architectural detailing that would call additional attention to the sign. Elevations of the proposed sign can be found in **Figure 8** along with photo renderings of the sign shown in **Figure 9**. As shown in Attachment 1, all applicable findings have been met supporting the Minor Design Review.

Figure 8: Project Elevations

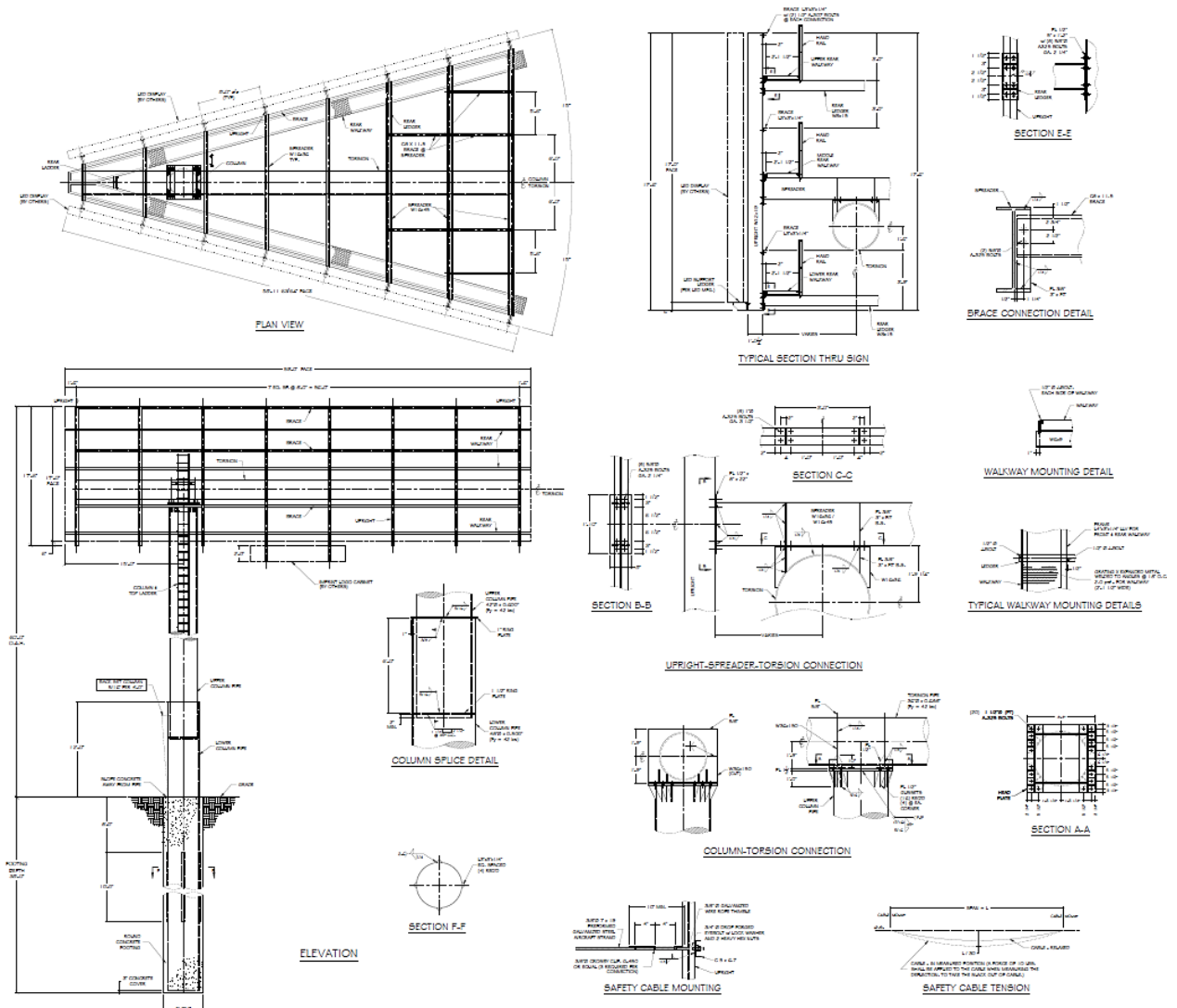


Figure 9: Photo Renderings



Eastbound Highway 50



Westbound Highway 50

Operating Agreement

Per Rancho Cordova Municipal Code Section 23.743.150, the city and applicant may enter into an operating agreement that outlines the requirements of installation, ownership, maintenance, standards, use rights, utilities, etc. for a digital freeway sign. The applicant may also use the operating agreement to deviate from the development standards for these types of signs.

As proposed, the project requests deviations from the maximum sign area and a deviation from the billboard removal requirement. The proposed project is requesting to increase the allowed sign area from 672 square feet to 1,003 square feet. Additionally, the project will not be removing any static billboards as part of this application and therefore is requesting a deviation from this requirement. However, as an alternative, the applicant will no longer be constructing their previously approved “west sign” at the Mineshaft property (PLND-0822-0047) and is instead requesting approval of this application in its place. The proposed operating agreement requesting these deviations for this application is included as Attachment 9. The applicant has already begun amendments to the previously approved operating agreement for Mine Shaft property, to effectively remove the “west sign” from that approval.

Table 1: Development Standards for Digital Freeway Signs

Standard	Requirement	Deviation Request
Number of Faces	Two display areas, each positioned to be visible only by opposing directions of traffic	None
Maximum Height	60 feet	None
Maximum Area	672 square feet	Requesting 1,003 square feet
Distance between Signs	Minimum 2,500 feet	None
Message Display	Static messages only	None
Billboard Removal	For every 1 digital freeway sign installed, the applicant must remove at least 4 legally existing billboard structures	Removal/Cancellation of approval of “west sign” from Mine Shaft Property

The applicant, Cordova Community Council, requests the deviations from the requirements for maximum size area and for removal of static Billboards for the following reasons:

- The requested deviation for size of all sign displays (1,003 square feet) is required because the sign is at a further distance from the viewers on the freeway.
- If a sign cannot be seen or read, then it will have no economic value.
- There are limited static Billboards left within the city. The Cordova Community Council will no longer be constructing their “west sign” digital billboard sign and instead is requesting this approval in the proposed new location.

The billboards would be operated 24 hours a day, seven days a week, 365 days a year. The electronic messages would be static, with no movement and the minimum display time for each message would be 8 seconds. As previously mentioned, brightness would be 0.3 foot-candles above ambient light, and the brightness would automatically adjust up or down based on ambient light conditions.

The City of Rancho Cordova will be provided with access to a portion of the total available display time to allow the city to present messages of community interest. This access will also include other appropriate agencies for the purpose of displaying public safety messages such as “Amber Alert” messages and emergency-disaster communications.

It’s important to note that the Operating Agreement presented and recommended for approval by the Planning Commission included a request for a 1,200 SF display area and that the sign was setback approximately 110 feet from the Caltrans ROW. However, since the Planning Commission Meeting, the square footage has been reduced to 1,003 SF and the distance from the Caltrans ROW has been updated to be consistent with the project plans and now shows the distance of 95 feet. Additionally, the Operating Agreement language that was no longer applicable regarding a sign removal at the Mineshaft property has been removed from the Agreement as that sign has already been removed from the property.

GENERAL PLAN/ZONING CODE

The proposed project is within the Folsom Boulevard Planning Area of the General Plan and zoned Office Industrial Mixed Use (OIMU). The project is also requesting a Zoning Code Amendment to add a new area within the Digital Freeway Signs Overlay to Section 23.743.150 to allow a digital billboard sign at this location. Although the applicant is requesting deviations from the required standards, deviations are allowed so long as they are agreed upon by way of the Operating Agreement. The applicant is adhering to all required processes for their requested amendments and deviations and therefore is compliant with applicable sections of both the General Plan and Zoning Code.

FISCAL IMPACT

Staff anticipates that project will have no impact to the city’s General Fund.

ENVIRONMENTAL

In accordance with the California Environmental Quality Act (CEQA)(Public Resource Code Section 2100 et. seq.) and the State CEQA Guidelines (California Code of Regulations Section 15000 et. Seq.), a Draft Initial Study/Mitigated Negative Declaration (IS/MND) (SCH# 2025061343) was prepared and circulated for the required 30-day review period, from June 27, 2025, to July 28, 2025. Areas identified in the Draft IS/MND that required mitigation measures to avoid potentially significant impacts on the environment were Air Quality, Biological Resources, Cultural Resources, Geology and Soils and Tribal Cultural Resources. Mitigation measures to address these impacts include standard reductions to construction emissions, bird surveys prior to construction, construction crew training and protocols in the event of unanticipated discoveries during ground disturbance.

Potential impacts identified in the Fite Circle Digital Sign Project IS/MND include:

- Air Quality
 - The project would not exceed Sacramento Metropolitan Air Quality Management District’s (SMAQMD) thresholds for construction emissions. However, SMAQMD recommends all construction projects implement the SMAQMD Basic Construction Emission Control Practices (Mitigation Measure AIR-1).
- Biological Resources

- The project site provides low habitat value. However, trees are present on site and therefore preconstruction nesting bird surveys will occur prior to construction to verify no nesting birds are present (Mitigation Measure BIO-1).
- Cultural Resources
 - The project site contains low potential for buried archaeological resources. However, any project with ground disturbance presents the potential to encounter buried resources. Mitigation is included in the event that unanticipated buried resources are encountered during construction (Mitigation Measure CUL-1).
- Geology & Soils
 - Project-related construction would result in low potential to encounter paleontologically sensitive resources. However, mitigation is included in case unanticipated buried paleontological resources are encountered during ground disturbance (Mitigation Measure GEO-1).
- Tribal Cultural Resources
 - No tribal cultural resources have been identified on the project site. The United Auburn Indian Community (UAIC) has provided a mitigation measure in the event that unanticipated discoveries occur (Mitigation Measure TCR-1).

With implementation of these five (5) mitigation measures, the project would not result in any significant impacts, and no further analysis is required. These measures are also summarized in the Mitigation Monitoring and Reporting Program (MMRP) included as Attachment 8.

Aesthetic Impacts/Light and Glare

No impacts related to the creation of a new source of substantial light or glare were identified in the IS/MND. A photometric study (included as Appendix A of the MND) demonstrated that the amount of light generated from the proposed digital sign would be consistent with the city's Municipal Code, which requires that the amount of light generated by a digital sign cannot increase the overall ambient light levels by more than 0.3 foot candles at a distance of 250 feet.

Noticing and Public Comments

The city sent out a Notice of Intent when the Mitigated Negative Declaration was released for the 30-day public comment period. Public Hearing Notices were mailed out regarding the August 27, 2025, Planning Commission meeting. The radius list notification for the meeting meets the minimum requirement of 500 feet from the project boundary, as required by Section 23.11.120 B.4. of the Rancho Cordova Municipal Code.

During the public review period, 2 email comments were received, one from Sacramento Area Sewer District and one from a resident of Rancho Cordova. As a result of comments received, there were no substantial revisions made to the Draft IS/MND that required recirculation of the document. The revisions proposed in the Final IS/MND do not meet the criteria for recirculation provided in Section 15073.5(c) of the CEQA Guidelines, nor were project revisions required based upon the comments received. Responses were drafted for all comments received and have been included as an attachment to the project.

RECOMMENDED MOTIONS

1. Certify Initial Study/Mitigated Negative Declaration that was prepared and circulated pursuant to the California Environmental Quality Act (CEQA) and adopting the mitigation monitoring and reporting program (MMRP); and
2. Waive the first reading and introduce the Ordinance for the Digital Freeway Sign Overlay zoning text amendment for Section 23.743.150; and
3. Adopt the Resolution for the Fite Circle Digital Billboard Sign Conditional Use Permit and Minor Design Review
4. Approve the Fite Circle Digital Billboard Sign Operating Agreement.

ATTACHMENT(S)

1. Final Mitigated Negative Declaration
2. MND Response to Comments
3. Ordinance
4. Exhibit A to the Ordinance - Zoning Text
5. Resolution
6. Exhibit A to the Resolution - Project Plans
7. Exhibit B to the Resolution - Conditions of Approval
8. Exhibit C to the Resolution - Mitigation Monitoring and Reporting Plan
9. Exhibit D to the Resolution - Operating Agreement
10. Presentation

Final

Fite Circle Digital Sign Project
Initial Study/Mitigated Negative Declaration

Prepared for:



Prepared by:

AECOM

August 2025

Final

Fite Circle Digital Sign Project
Initial Study/Mitigated Negative Declaration

Prepared for:

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AECOM

August 2025

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Appendices

Appendices available for viewing or download on the City of Rancho Cordova's website at:

<https://www.cityofranchocordova.org/departments/community-development/planning/planning-division-document-library>

Appendix A	Sign Lighting Study
Appendix B	Biological Resources CNDDDB Database Search and Focal Point Arborist Report

Acronyms and Abbreviations

AB	Assembly Bill
amsl	above mean sea level
ANSI	American National Standards Institute
APN	Assessor's Parcel Number
bgs	Below ground surface
BMPs	best management practices
BSA	biological study area
CAA	federal Clean Air Act
CAAQS	California ambient air quality standards
CAL FIRE	California Department of Forestry and Fire Protection
CalEEMod	California Emissions Estimator Model
Caltrans	California Department of Transportation
CARB	California Air Resources Board
CDFW	California Department of Fish and Wildlife
CEQA	California Environmental Quality Act
CEQA Guide	<i>Guide to Air Quality Assessment in Sacramento County</i>
CESA	California Environmental Species Act
CH ₄	methane
City	City of Rancho Cordova
CNDDDB	California Resources Agency Natural Diversity Database
CNPS	California Native Plant Society Rare Plant Inventory
CO	carbon monoxide
CO ₂	carbon dioxide
CO ₂ e	carbon dioxide-equivalents
Council	Cordova Community Council
CRPD	Cordova Recreation and Park District
CWA	Clean Water Act
dB	decibels
dBA	A-weighted decibels
DDT	dichlorodiphenyltrichloroethane
DOC	California Department of Conservation
DPM	diesel PM
Draft CAAP	Draft Climate Action and Adaptation Plan
DTSC	Department of Toxic Substances Control
EIR	environmental impact report
EPA	U.S. Environmental Protection Agency
ESA	federal Environmental Species Act
EV	electric vehicle
fc	foot-candles
FCUSD	Folsom Cordova Unified School District
FEMA	Flood Emergency Management Agency
FHWA	Federal Highway Administration
FTA	Federal Transit Administration
GC	General Commercial

General Construction Permit	General Permit for Discharges of Storm Water Associated with Construction Activity Construction General Permit Order 2009-0009-DWQ
GHG	greenhouse gas
GWP	Global warming potential
HFCs	hydrofluorocarbons
Hz	hertz
in/sec	inches per second
IPaC	Information for Planning and Consultation
IS	initial study
ISA	International Society of Arboriculture
L _{dn}	Day-Night Noise Level
LED	light emitting diode
L _{eq}	Equivalent sound level
L _{max}	Maximum sound level
L _n	Statistical Descriptor
LRA	Local Responsibility Areas
MLD	Most Likely Descendent
MND	mitigated negative declaration
mph	miles per hour
MRZ	mineral resource zone
MT	metric tons
N ₂ O	nitrous oxide
NAAQS	national ambient air quality standards
NAHC	Native American Heritage Commission
NO _x	nitrogen oxides
NPDES	National Pollutant Discharge Elimination System
NWIC	Northwest Information Center
OEHHA	Office of Environmental Health Hazard Assessment
PFCs	perfluorocarbons
PM	particulate matter
PM ₁₀	PM equal to or less than 10 micrometers in diameter
PM _{2.5}	particulate matter less than 2.5 microns in diameter
PPV	peak particle velocity
RCNM	Roadway Construction Noise Model
RCPD	Rancho Cordova Police Department
RMS	root-mean-square
ROG	reactive organic gases
SACRT	Sacramento Regional Transit District
SB	Senate Bill
SCGA	Sacramento Central Groundwater Authority
SF ₆	sulfur hexafluoride
SFNA	Sacramento Federal Nonattainment Area
SMAQMD	Sacramento Metropolitan Air Quality Management District
SMARA	Surface Mining and Reclamation Act of 1975
SMFD	Sacramento Metropolitan Fire District
SMUD	Sacramento Municipal Utility District

SR	State Route
SSHCP	South Sacramento County Habitat Conservation Plan
State CEQA Guidelines	California Environmental Quality Act Guidelines
Superfund	Comprehensive Environmental Response, Compensation, and Liability Act
SVAB	Sacramento Valley Air Basin
SWPPP	Stormwater Pollution Prevention Plan
SWRCB	State Water Resources Control Board
TAC	toxic air contaminant
UDA	Urban Development Area
UL	Underwriters Laboratories
UL-E	Underwriters Laboratories Environmental
US 50	U.S. Highway 50
USACE	United States Army Corps of Engineers
USFWS	U.S. Fish and Wildlife Service
VdB	vibration decibel
VMT	vehicle miles traveled
µin/sec	microinch per second

1 INTRODUCTION

Section 21080(a) of the California Public Resources Code states that analysis of a project's environmental impact is required for any "discretionary projects proposed to be carried out or approved by public agencies..." In this case, the City of Rancho Cordova (City) has determined that an initial study (IS) is required to determine whether there is substantial evidence that implementing the Fite Circle Digital Sign project would result in significant environmental impacts.

Pursuant to Section 15063 of the California Environmental Quality Act Guidelines (CEQA Guidelines) (Title 14, California Code of Regulations, Section 15000 et seq.), an initial study is a preliminary environmental analysis that is used by the lead agency as a basis for determining whether an environmental impact report (EIR), a mitigated negative declaration (MND), or a negative declaration is required for a project. The CEQA Guidelines suggest that an initial study contain, in brief form, a project description; a description of the environmental setting; an identification of environmental effects by checklist or other similar form; an explanation of environmental effects; a discussion of mitigation for significant environmental effects; an evaluation of the project's consistency with existing, applicable land use controls; the names of persons who prepared the study; and identification of data sources used in the review of environmental impacts and the conclusions reached in the document.

Section 15070 of the CEQA Guidelines provides that a lead agency may prepare a mitigated negative declaration when (1) the initial study shows that there is no substantial evidence that the project may have a significant effect on the environment; or (2) the initial study identifies potentially significant effects, however incorporation of mitigation measures into the project would reduce all impacts to a less-than-significant level. Mitigation measures are identified to avoid, eliminate, or reduce potentially significant adverse impacts of the proposed project. Section 15064 specifies that, when an initial study identifies significant environmental impacts, the lead agency must prepare an EIR.

The analysis in this initial study concludes that the proposed project, with implementation of mitigation measures, would have no significant impacts. As such, further environmental review is not required by CEQA.

1.1 PROJECT REQUIRING ENVIRONMENTAL ANALYSIS

The Cordova Community Council (CCC) is proposing to construct a digital billboard sign with electronic display on the north side of U.S. Highway 50 (U.S. 50) near Fite Circle between Bradshaw Road and Routier Road in the City of Rancho Cordova. The sign would be located in one 2.1-acre parcel currently developed as a commercial business. The proposed digital sign would have a monopole that would support **TWO** electronic displays (one each angled east and west) to provide line-of-sight for U.S. 50 Highway motorists. The pole would be 60 feet above the ground surface. The face of each display would be 60 feet wide by 20 feet high, with a total display area of 1,200 square feet. The bottom digital display faces would be elevated approximately 40 feet above grade.

1.2 DOCUMENT ORGANIZATION

This initial study is organized into five chapters:

- ▶ **Chapter 1, “Introduction,”** provides summary information about the proposed project and describes the purpose and content of the initial study.
- ▶ **Chapter 2, “Project Description,”** provides the project location, project background, project objectives, detailed project description, and the needed permits and approvals.
- ▶ **Chapter 3, “Environmental Checklist,”** contains the completed initial study checklist. The checklist contains an assessment and discussion of impacts associated with each particular environmental issue. When the evaluation identifies potentially significant effects, as identified in the checklist, mitigation measures are provided to reduce such impacts to less-than-significant levels.
- ▶ **Chapter 4, “References,”** identifies the information sources used in preparing this initial study.
- ▶ **Chapter 5, “List of Preparers,”** identifies the individuals who contributed to this initial study.

Appendices contain technical information to supplement the mitigated negative declaration.

2 PROJECT DESCRIPTION

2.1 INTRODUCTION

The Cordova Community Council (CCC) is proposing to construct an advertising billboard sign with electronic display on the north side of U.S. 50 near Fite Circle between Bradshaw Road and Routier Road in the city of Rancho Cordova. This section provides the project location, project objectives, project description, and the required permits and approvals.

2.2 PROJECT LOCATION AND SETTING

The project site is located at 3127 Fite Circle in the city of Rancho Cordova. The project site is approximately 2.1 acres in total land area and encompasses Assessor's Parcel Number (APN) 077-0330-039 (Exhibit 2-1). The site is within the Folsom Boulevard Specific Plan Area. The City General Plan land use designation is Folsom Boulevard Planning Area, and the site is zoned Office Industrial Mixed Use within the Folsom Boulevard Specific Plan (OIMU-FB). The project site consists of a light industrial building with paved parking areas and drive aisles. The site is level and primarily covered with hardscape surfaces; several urban landscape trees are present adjacent to the east side of the building and along the northern property boundary. The proposed digital freeway sign would be installed within a paved parking area at the south end of the project site, as shown on Exhibit 2-2. The project site is situated within and is surrounded by an existing developed office and light industrial park to the north, east, and west. The site is bordered by U.S. 50 on the south side. South of U.S. 50, residential land uses are present.

2.3 PROJECT OBJECTIVES

The CCC is seeking approval for a digital freeway billboard in order to promote City-wide events and other advertisements. The following project objectives have been identified:

- ▶ Develop a revenue source for the Cordova Community Council from the ownership of a digital billboard.
- ▶ Provide the City of Rancho Cordova and community groups with a medium for communicating to area residents.

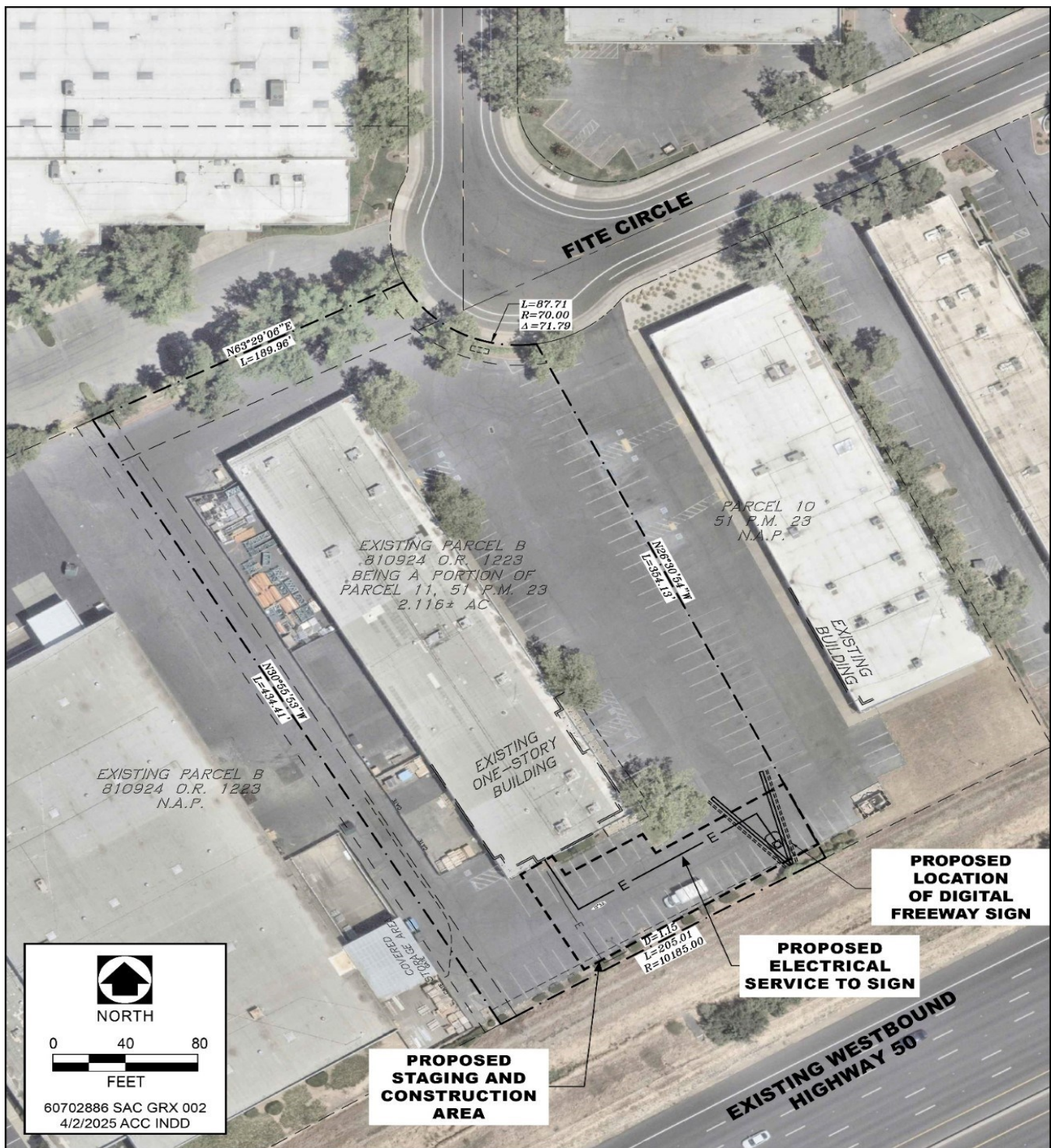
2.4 PROJECT CHARACTERISTICS

The Council is proposing to construct a digital billboard sign at the southern end of the project site, as shown on Exhibit 2-2, approximately 110 feet north of the U.S. 50 right-of-way.



Source: AECOM 2025

Exhibit 2-1. Regional and Local Project Site Location



Source: RSC Engineering 2025, adapted by AECOM in 2025

Exhibit 2-2. Proposed Project Site Location

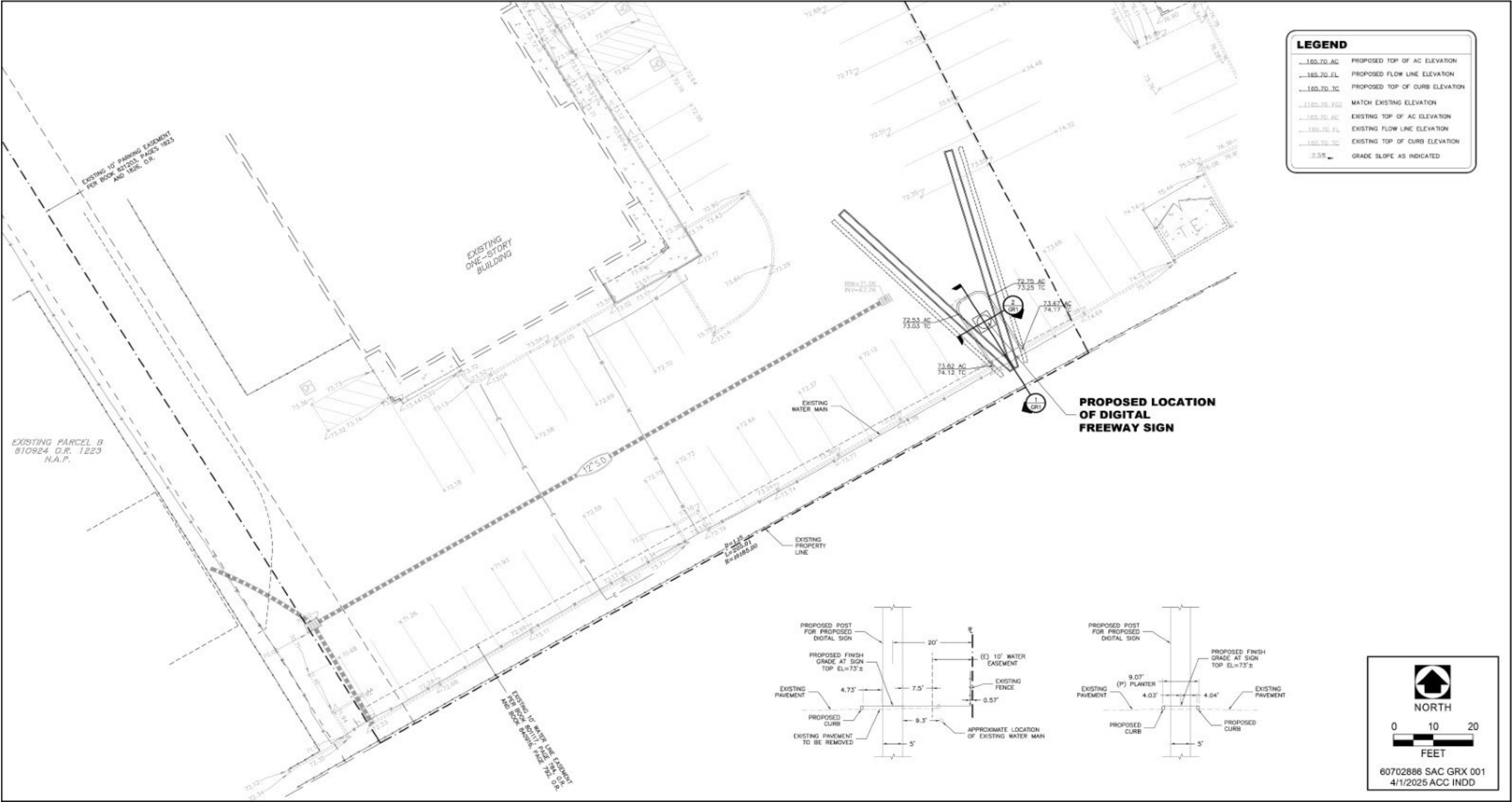
The proposed digital sign would have a monopole that would support two electronic displays (one each angled east and west) to provide line-of-sight for U.S. 50 motorists. The pole would be 60 feet above the ground surface. A 5-foot-diameter hole would be excavated to approximately 30 feet below the ground surface and backfilled with concrete to provide support for the pole. The face of each display would be 60 feet wide by 20 feet high, with a total display area of 1,200 square feet. The bottom digital display faces would be elevated approximately 40 feet above grade. The monopole structure support would have a steel ladder welded to the side of the pole with the bottom of the ladder approximately 30 feet off the ground. The sign would be accessed for any necessary maintenance either by a very tall specialty ladder or a bucket lift.

An approximately 1.5-foot-deep by 1-foot wide utility trench would be excavated from the proposed sign to the adjacent building on the project site for a new underground electrical line. The electrical line for the digital sign would be connected to the existing electrical panel at the building. Electrical service would be provided by the Sacramento Municipal Utility District (SMUD). An existing underground stormwater drainage line is located near the proposed digital sign within the existing parking lot; this stormwater drainage line would remain in its current location. No new or modified stormwater drainage, water supply, or wastewater conveyance facilities would be necessary for the proposed project. A site plan with schematic drawings of the proposed digital sign is shown on Exhibit 2-3.

Rancho Cordova Municipal Code Chapter 23.743 allows for consideration of digital freeway signs in certain specific locations within the city with a use permit and a digital freeway signs operating agreement. The project site is not within the City's existing Digital Freeway Signs Overlay area. Therefore, the proposed project also includes a Zoning Code amendment to the Digital Freeway Signs Overlay Area that would add an area between Bradshaw Road and Routier Road bounded by Highway 50 to the south, 9778 Business Park Drive to the west, Business Park Drive and Fite Circle to the North, and the edges of the industrial zoned property on Fite Circle to the east (see Exhibit 2-4). The proposed project also includes a request for some deviations from the standards of the Zoning Code requirements as part of the Operating Agreement, including the proposed display area of the digital sign, which would be 1,200 square feet per display face (i.e., 528 square feet larger than the current display size limit of 672 square feet). The increased display size has been requested by the project applicant because the sign would be installed 110 feet from the U.S. 50 right-of-way, which is a longer distance than is typical from the motorists who would be viewing the sign.

2.5 CONSTRUCTION

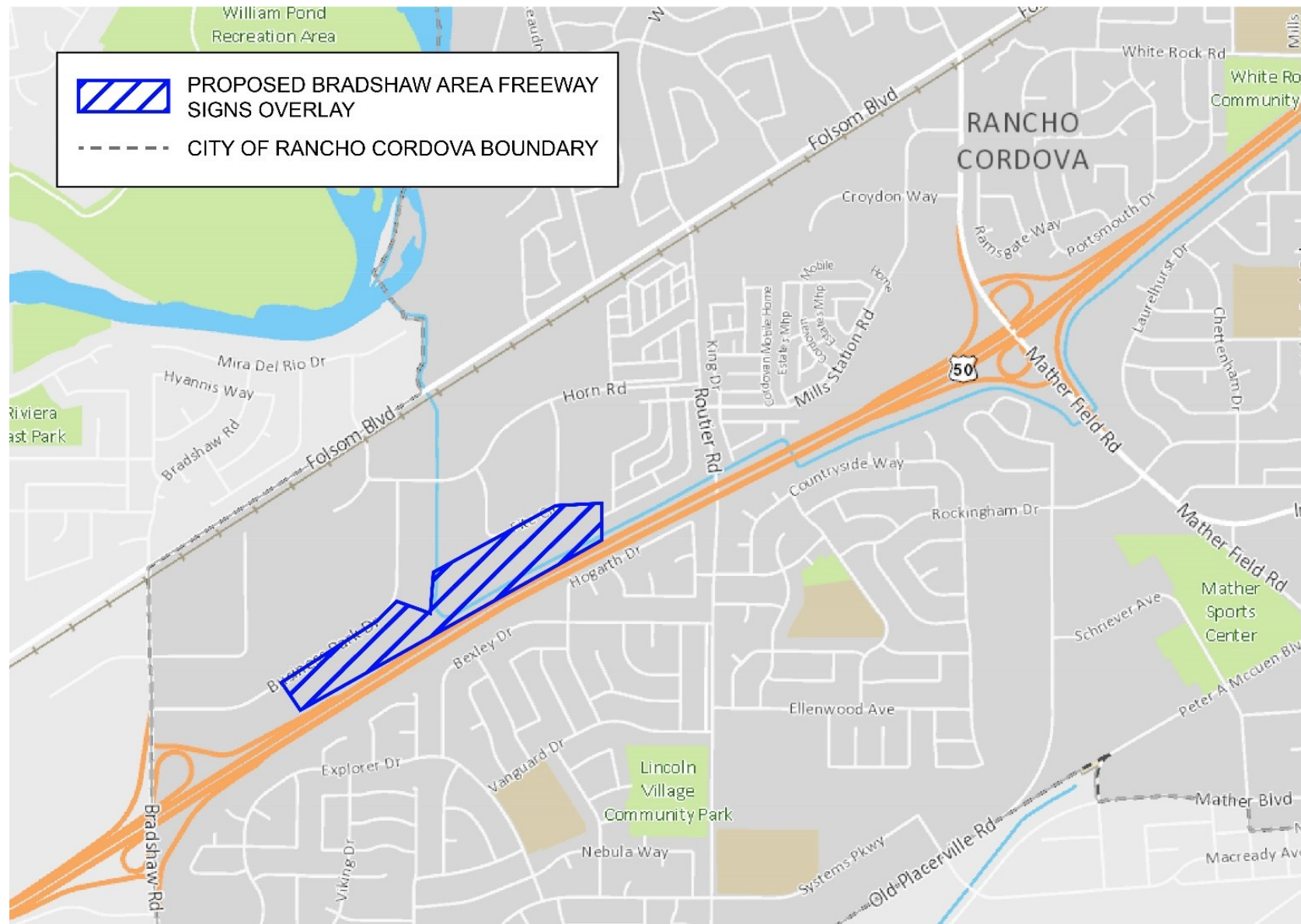
Access to the project site would be through the existing drive aisle on the south side of Fite Circle. Construction is anticipated to be completed over a two-week period, Monday through Friday, between 8 am and 5 pm. No nighttime or weekend construction work would occur. The construction staging area would be situated within the existing paved parking lot at the southern end of the project site, in the area immediately surrounding the proposed sign location (See Exhibit 2-2). Approximately 24 parking spaces within the parking lot would be temporarily inoperable during project construction. No trees would be removed from the project site.



Source: RCS Engineering 2025; adapted by AECOM in 2025

Exhibit 2-3. Proposed Digital Sign Site Plan and Schematics

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Source: Cordova Community Council 2025

Exhibit 2-4. Proposed City Digital Freeway Signs Overlay – Bradshaw

The prefabricated sign structures would be delivered by truck and assembled in the staging area. An auger would be used to bore the hole for the pole supporting the sign. A crane would be used to install the monopole in the hole and lift the sign parts in the air for attachment to the monopole. An excavator would be used to dig the trench for the underground utility line. A total of approximately 42 cubic yards of soil would be excavated from the project site, along with a small amount of asphalt pavement where the utility trench would be excavated. The excavated soil and asphalt would be transported to L & D Landfill, a disposal facility approximately 6 miles from the project site that is permitted to accept clean fill and construction debris for recycling. Excavated soil would not be stored at the project site; instead, the material would be immediately placed into trucks and transported to the receiving facility. The utility trench would be backfilled and regraded, and the surface would be repaved at the conclusion of construction activities.

2.6 OPERATION

The digital freeway sign would be operated 24 hours a day, seven days a week, 365 days a year. The electronic messages would be static, with no movement. The minimum display time for each message would be 8 seconds. Brightness would be 0.3 candles above ambient light. The brightness would automatically adjust up or down based on ambient light conditions. Photo simulations of the proposed digital sign are provided in Section 3.1, “Aesthetics,” of this IS/MND.

During the first three months of operation, project start-up would require approximately 1 visit per week by one person. Regular operation of the sign would require a maximum of four visits per year by one person.

2.7 CITY DISCRETIONARY AND MINISTERIAL ACTIONS

Discretionary approvals and permits are required by the lead agency, the City of Rancho Cordova, for implementation of the proposed project and include:

- ▶ Amendment to Rancho Cordova Municipal Code Section 23.743.150 (Zoning Code, Digital Freeway Sign Overlay)
- ▶ Site Design Review
- ▶ Project submittal to the Airport Land Use Commission (i.e., the Sacramento Area Council of Governments) for a consistency determination with the Mather ALUCP
- ▶ Operating Use Agreement Amendment
- ▶ CEQA Document Certification
- ▶ Conditional Use Permit

In addition, the proposed project would require the following ministerial entitlements from the City of Rancho Cordova for construction:

- ▶ Demolition permit
- ▶ Building permit

3 ENVIRONMENTAL CHECKLIST

PROJECT INFORMATION

1. Project Title: Fite Circle Digital Sign Project
2. Lead Agency: City of Rancho Cordova
3. Contact Person and Phone Number: Nick Sosa
Senior Planner
City of Rancho Cordova Planning Department
2729 Prospect Park Drive
Rancho Cordova, CA 95670
4. Project Location: 3127 Fite Circle in the City of Rancho Cordova
Assessor's Parcel Number: 077-0330-039
5. Project Sponsor: Cordova Community Council
6. General Plan Designation: Folsom Boulevard Planning Area
7. Zoning: Office Industrial Mixed Use within the Folsom Blvd. Specific Plan (OIMU-FB)
8. Description of Project: The digital billboard sign would be located in the paved parking lot of one 2.1-acre parcel currently developed as a commercial business. The proposed digital sign would have a monopole that would support two electronic displays (one each angled east and west) to provide line-of-sight for U.S. 50 motorists. The pole would be 60 feet above the ground surface. The face of each display would be 60 feet wide by 20 feet high, with a total display area of 1,200 square feet. The bottom digital display faces would be elevated approximately 40 feet above grade.
9. Surrounding Land Uses and Setting: The project site is situated within and is surrounded by an existing developed office and light industrial park to the north, east, and west. The site is bordered by U.S. 50 on the south side. South of U.S. 50, residential land uses are present.
10. Other public agencies whose approval may be required: None

ENVIRONMENTAL FACTORS POTENTIALLY AFFECTED:

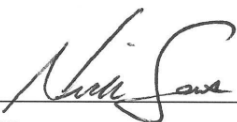
The environmental factors checked below would be potentially affected by this project, involving at least one impact that is a "Potentially Significant Impact" as indicated by the checklist on the following pages.

- | | | |
|--|---|--|
| ☐ Aesthetics | ☐ Agriculture & Forestry Resources | ☒ Air Quality |
| ☒ Biological Resources | ☒ Cultural Resources | ☒ Geology & Soils |
| ☐ Greenhouse Gas Emissions | ☐ Hazards & Hazardous Materials | ☐ Hydrology & Water Quality |
| ☐ Land Use & Planning | ☐ Mineral Resources | ☐ Noise |
| ☐ Population & Housing | ☐ Public Services | ☐ Recreation |
| ☐ Transportation/Traffic | ☒ Tribal Cultural Resources | ☐ Utilities & Service Systems |
| ☒ Mandatory Findings of Significance | | |

DETERMINATION (To be completed by the Lead Agency)

On the basis of this initial evaluation:

- ☐ I find that the proposed project **COULD NOT** have a significant effect on the environment, and a **NEGATIVE DECLARATION** will be prepared.
- ☒ I find that although the proposed project **COULD** have a significant effect on the environment, there **WILL NOT** be a significant effect in this case because revisions in the project have been made by or agreed to by the project proponent. A **MITIGATED NEGATIVE DECLARATION** will be prepared.
- ☐ I find that the proposed project **MAY** have a significant effect on the environment, and an **ENVIRONMENTAL IMPACT REPORT** is required.
- ☐ I find that the proposed project **MAY** have a “potentially significant impact” or “potentially significant unless mitigated” impact on the environment, but at least one effect 1) has been adequately analyzed in an earlier document pursuant to applicable legal standards, and 2) has been addressed by mitigation measures based on the earlier analysis as described on attached sheets. An **ENVIRONMENTAL IMPACT REPORT** is required, but it must analyze only the effects that remain to be addressed.
- ☐ I find that although the proposed project could have a significant effect on the environment, because all potentially significant effects (a) have been analyzed adequately in an earlier **EIR** or **NEGATIVE DECLARATION** pursuant to applicable standards, and (b) have been avoided or mitigated pursuant to that earlier **EIR** or **NEGATIVE DECLARATION**, including revisions or mitigation measures that are imposed upon the proposed project, nothing further is required.



Signature

Nick Sosa

Name

City of Rancho Cordova

Agency

6/17/2025

Date

Senior Planner

Title

EVALUATION OF ENVIRONMENTAL IMPACTS

1. A brief explanation is required for all answers except “No Impact” answers that are adequately supported by the information sources a lead agency cites in the parentheses following each question. A “No Impact” answer is adequately supported if the referenced information sources show that the impact simply does not apply to projects like the one involved (e.g., the project falls outside a fault rupture zone). A “No Impact” answer should be explained where it is based on project-specific factors as well as general standards (e.g., the project will not expose sensitive receptors to pollutants, based on a project-specific screening analysis).
2. All answers must take account of the whole action involved, including off-site as well as on-site, cumulative as well as project-level, indirect as well as direct, and construction as well as operational impacts.
3. Once the lead agency has determined that a particular physical impact may occur, then the checklist answers must indicate whether the impact is potentially significant, less than significant with mitigation, or less than significant. “Potentially Significant Impact” is appropriate if there is substantial evidence that an effect may be significant. If there are one or more “Potentially Significant Impact” entries when the determination is made, an EIR is required.
4. “Negative Declaration: Less Than Significant With Mitigation Incorporated” applies where the incorporation of mitigation measures has reduced an effect from “Potentially Significant Impact” to a “Less Than Significant Impact.” The lead agency must describe the mitigation measures, and briefly explain how they reduce the effect to a less than significant level (mitigation measures from “Earlier Analyses,” as described in (5) below, may be cross-referenced).
5. Earlier analyses may be used where, pursuant to the tiering, program EIR, or other CEQA process, an effect has been adequately analyzed in an earlier EIR or negative declaration. Section 15063(c)(3)(D). In this case, a brief discussion should identify the following:
 - a) Earlier Analysis Used. Identify and state where they are available for review.
 - b) Impacts Adequately Addressed. Identify which effects from the above checklist were within the scope of and adequately analyzed in an earlier document pursuant to applicable legal standards, and state whether such effects were addressed by mitigation measures based on the earlier analysis.
 - c) Mitigation Measures. For effects that are “Less than Significant with Mitigation Measures Incorporated,” describe the mitigation measures which were incorporated or refined from the earlier document and the extent to which they address site-specific conditions for the project.
6. Lead agencies are encouraged to incorporate into the checklist references to information sources for potential impacts (e.g., general plans, zoning ordinances). Reference to a previously prepared or outside document should, where appropriate, include a reference to the page or pages where the statement is substantiated.
7. Supporting Information Sources: A source list should be attached, and other sources used or individuals contacted should be cited in the discussion.
8. This is only a suggested form, and lead agencies are free to use different formats; however, lead agencies should normally address the questions from this checklist that are relevant to a project’s environmental effects in whatever format is selected.
9. The explanation of each issue should identify:
 - a) the significance criteria or threshold, if any, used to evaluate each question; and
 - b) the mitigation measure identified, if any, to reduce the impact to a less-than-significant level.

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3.1 AESTHETICS

ENVIRONMENTAL ISSUES	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
I. Aesthetics. Would the project:				
a) Have a substantial adverse effect on a scenic vista?	☐	☐	☐	☒
b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a State scenic highway?	☐	☐	☐	☒
c) In nonurbanized areas, substantially degrade the existing visual character or quality of the site and its surroundings? If the project is in an urbanized area, would the project conflict with applicable zoning and other regulations governing scenic quality?	☐	☐	☒	☐
d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?	☐	☐	☒	☐

3.1.1 SETTING

VISUAL CHARACTER OF THE PROJECT SITE AND SURROUNDING AREA

The proposed digital sign location is approximately 110 feet north of U.S. Highway 50, in the City of Rancho Cordova. The viewshed for motorists traveling east and west along U.S. 50 in the project vicinity consists of block-style commercial and light industrial buildings, with associated paved parking lots and landscaping. Views also include the 12 paved lanes of U.S. 50, and the white concrete barrier in the center that divides the eastbound and westbound traffic lanes, along with numerous motor vehicles on the roadway. Also present in the viewshed are large green and white freeway signs with thick grey metal poles that indicate the distance to upcoming exits, smaller freeway traffic safety signs, and tall overhead white poles for high mast lighting. The north side of U.S. 50 is bounded by chain link fencing. On the south side of U.S. 50, an approximately 15-foot-tall soundwall is present (composed of tan concrete blocks) that blocks views of adjacent residences to the south. However, the tops of tall landscape trees adjacent to these residences are visible above the soundwall. Visual simulations of the views from U.S. 50 including the proposed digital sign, for motorists traveling west and east, are presented in Exhibit 3.1-1 and Exhibit 3.1-2, respectively.

The project site is situated within an office and light industrial park, and is accessed via a drive aisle between paved parking lots between two light industrial buildings, south of Fite Circle. The area immediately surrounding the proposed digital sign to the north, east, and west is composed of light-industrial buildings that are approximately 15–20 feet tall. These buildings are generally of a rectangular block shape and are painted white, grey, or tan (see Exhibit 3.1-3; red arrow indicates proposed sign location). The buildings are surrounded by paved parking areas and landscaping that includes grass, shrubs, and tall urban street trees (both evergreen and deciduous).



Source: Cordova Community Council 2025

Exhibit 3.1-1 Visual Simulation of Proposed Digital Sign from U.S. 50 Looking Northwest



Source: Cordova Community Council 2025

Exhibit 3.1-2. Visual Simulation of Proposed Digital Sign from U.S. 50 Looking Northeast



Source: Google Earth 2022

Exhibit 3.1-3. Proposed Digital Sign Location from Fite Circle Looking South

The lower American River was designated a Wild and Scenic River under the Wild and Scenic Rivers Act in 1981 (County of Sacramento 2008). The project site is not visible from the American River due to the intervening distance (approximately 0.5 mile at the closest point), buildings, and tall landscape trees. Therefore, Wild and Scenic Rivers are not discussed further in this analysis.

SCENIC HIGHWAYS AND CORRIDORS

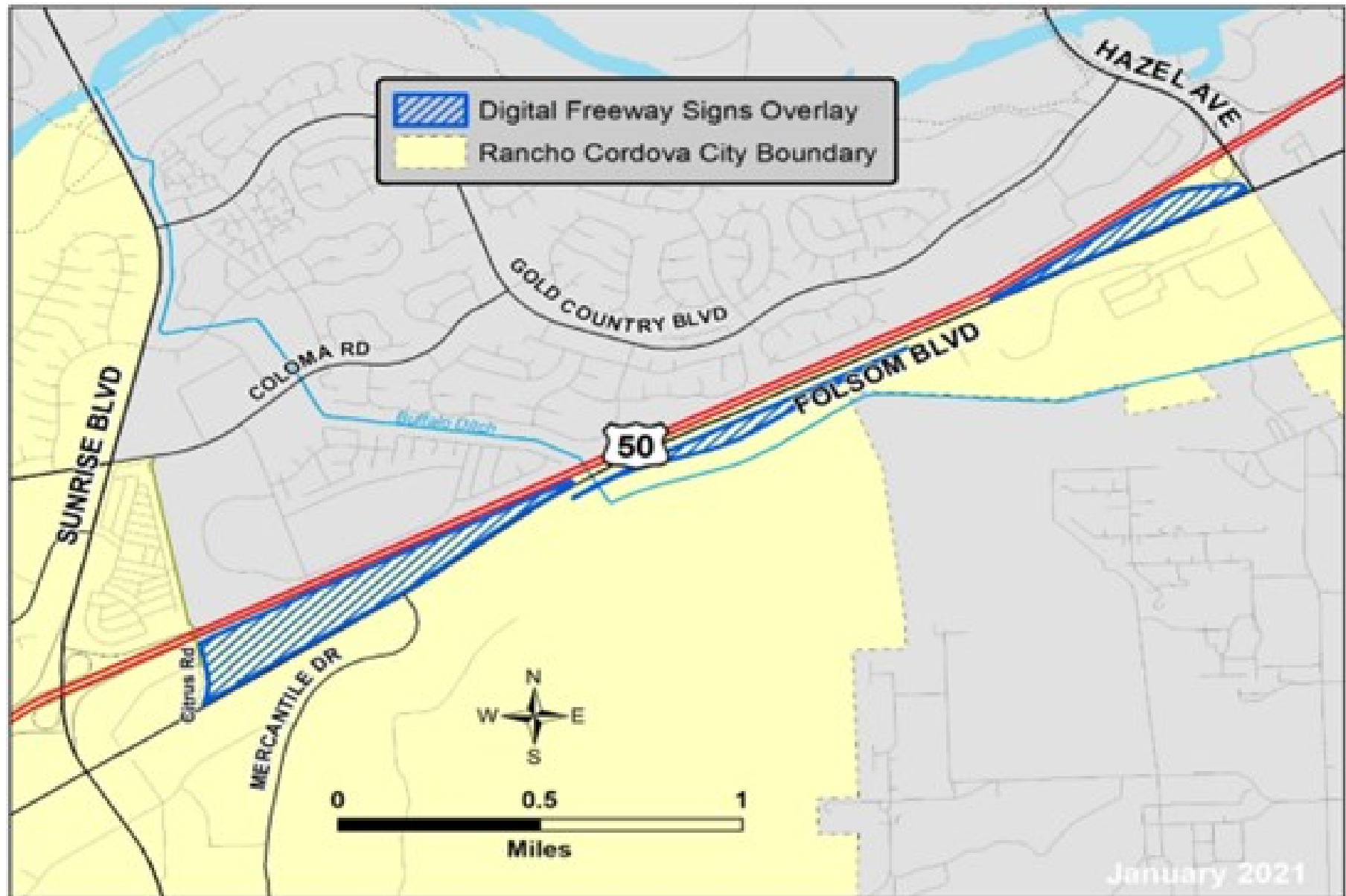
The California Department of Transportation (Caltrans) manages the State's Scenic Highways Program. There are no designed or eligible State Scenic Highways located at or near the project site. The nearest designated State scenic highway, State Route (SR) 160, is approximately 12.5 miles southwest of the project site (Caltrans 2019).

LIGHT AND GLARE

The project site is in an urbanized environment and is surrounded by existing sources of light and glare. These sources include existing streetlights along U.S. 50, Fite Circle, Horn Road, Folsom Boulevard, and within other commercial and residential areas north and south of the project site; exterior lighting on commercial buildings surrounding the project site; parking lot lighting; illuminated building signage; and vehicular headlights on U.S. 50.

CITY OF RANCHO CORDOVA DIGITAL FREEWAY SIGN STANDARDS

The City of Rancho Cordova Municipal Code Section 23.743 contains signage standards that include prohibitions, regulations, and controls on the design, location, and maintenance of signs. Section 23.743.150 (Digital Freeway Signs Overlay) allows for consideration of digital freeway signs in certain, specific locations within the city with a use permit and a digital freeway signs operating agreement. The digital freeway signs overlay encompasses three specific geographies in the northeastern area of the city. These locations are shown on Exhibit 3.1-4. The proposed new digital sign would be situated approximately 3.8 miles west of the western end of the Digital Freeway Signs Overlay area shown on Exhibit 3.1-4.



Source: City of Rancho Cordova 2022

Exhibit 3.1-4. Existing City Digital Freeway Signs Overlay Area

Rancho Cordova Municipal Code Section 23.743.150 (C) includes the following development standards related to digital freeway signs:

- ▶ A digital freeway sign may consist of, at most, two digital display areas, each positioned to be visible only by opposing directions of traffic. Double-faced signs shall not have an interior angle between the face of the panels greater than 45 degrees.
- ▶ The maximum height shall be 60 feet.
- ▶ The maximum area of each digital display area is 672 square feet.
- ▶ No digital freeway sign shall be located within 2,500 feet of any other digital freeway sign within the city limits.
- ▶ The sign structure supporting and surrounding the digital display area shall be as small as feasibly possible so as to avoid any unnecessary height or width to the sign. The sign structure shall not add stylistic or architectural detailing to further call attention to the sign.
- ▶ Decorative pole covering is required for newly constructed digital freeway signs as well as any existing traditional billboard that is converted to a digital freeway sign. Such covering shall be simple and streamlined in material and design so as to not call further attention to the sign.
- ▶ Digital freeway signs shall display static messages only, and shall not have animation, movement, or the appearance or optical illusion of movement in or on any part of the sign structure, design, or pictorial segment of the sign. Each static message shall not include flashing or scintillating lighting, or varying light intensity.
- ▶ Each message on the sign must be displayed for a minimum of eight seconds.
- ▶ Digital freeway signs shall not operate at brightness levels of more than 0.3 foot-candles above ambient light, as measured using a foot-candle meter at a distance of 250 feet from the sign face. Each digital display area shall have a light sensing device that will adjust the brightness of the sign as ambient light conditions change throughout the day.
- ▶ The sign will not require substantial trimming or reduction of existing vegetation and landscaping. The sign will not obstruct or obscure on-site signs on the same or adjacent properties.
- ▶ The sign shall not create a visibility hazard to traffic on adjacent streets, freeways, or parking areas. The sign will not reduce parking availability as required by this title. The sign will not interfere with on-site vehicular circulation.
- ▶ The city shall be provided with access to a portion of the total available display time to allow the city to present messages of community interest. This access shall also include other appropriate agencies for the purpose of displaying public safety messages such as “Amber Alert” messages and emergency-disaster communications.
- ▶ The applicant must establish a quality and maintenance plan in order to ensure implementation of all above-listed development standards and to assure the proper maintenance and repair of the digital freeway sign as needed.

- ▶ For every one digital freeway sign installed, the applicant must permanently remove at least four legally existing billboard structures (each of which may have more than one billboard sign face) within the city prior to operation of the digital freeway sign. An existing billboard being refurbished as a digital freeway sign may count as one of the four required permanent removals.
- ▶ At the applicant's request, the city and applicant may enter into an operating agreement in conjunction with the issuance of a conditional use permit for a digital freeway sign. The city and applicant may use the operating agreement, on a case-by-case basis, to deviate from the development standards listed above or reduce the required billboard removals listed above. The council will only approve an operating agreement if it determines that the operating agreement achieves community benefits that are equivalent to those that would be achieved through strict compliance with subsection (C) as listed above.

CALIFORNIA DEPARTMENT OF TRANSPORTATION OUTDOOR ADVERTISING STANDARDS

Outdoor advertising displays require a permit from Caltrans if they are within 660 feet from the edge of the right-of-way and viewed primarily by persons traveling on the main-traveled way of the freeway (California Code of Regulations, Title 4, Chapter 3.5, Division 6). Permit requirements include the following (among others) (Caltrans 2025):

- ▶ Must be outside the right of way of any highway.
- ▶ Must be outside of any stream or drainage channel.
- ▶ There must be an existing business activity within 1,000 feet of proposed display location on either side of the highway.
- ▶ Location of property where display is to be placed must be zoned industrial or commercial.
- ▶ Maximum height for the advertising display area is 25 feet in height and 60 feet in length, not to exceed an overall maximum of 1,200 square feet

3.1.2 DISCUSSION

Because the project site is located in an urban area (U.S. Census Bureau 2025), the discussion under checklist question c) will address the project's potential conflict with applicable zoning and other regulations governing scenic quality.

a) Have a substantial adverse effect on a scenic vista?

No Impact. A scenic vista is a public viewpoint that provides expansive views of highly valued scenery or landscapes. The project site consists of a paved urban lot surrounded by commercial and light industrial buildings to the north, east, and west, and U.S. 50 to the south. The project site and the surrounding area do not contain scenic vistas, and there are no City-designated scenic vistas within the project viewshed (City of Rancho Cordova 2022). The proposed 60-foot-tall digital sign at the project site would not be visible from the American River due to the intervening distance (approximately 0.5 mile at the closest point), buildings, and tall landscape trees. Thus, there would be no impact.

b) Substantially damage scenic resources, including, but not limited to, trees, rock outcroppings, and historic buildings within a State scenic highway?

No Impact. The project site is not located along a designated or eligible State scenic highway and is not visible from the nearest State scenic highway (i.e., SR 160 approximately 12 miles to the southwest). Thus, there would be no impact.

c) If the project is in an urbanized area, would the project conflict with applicable zoning and other regulations governing scenic quality?

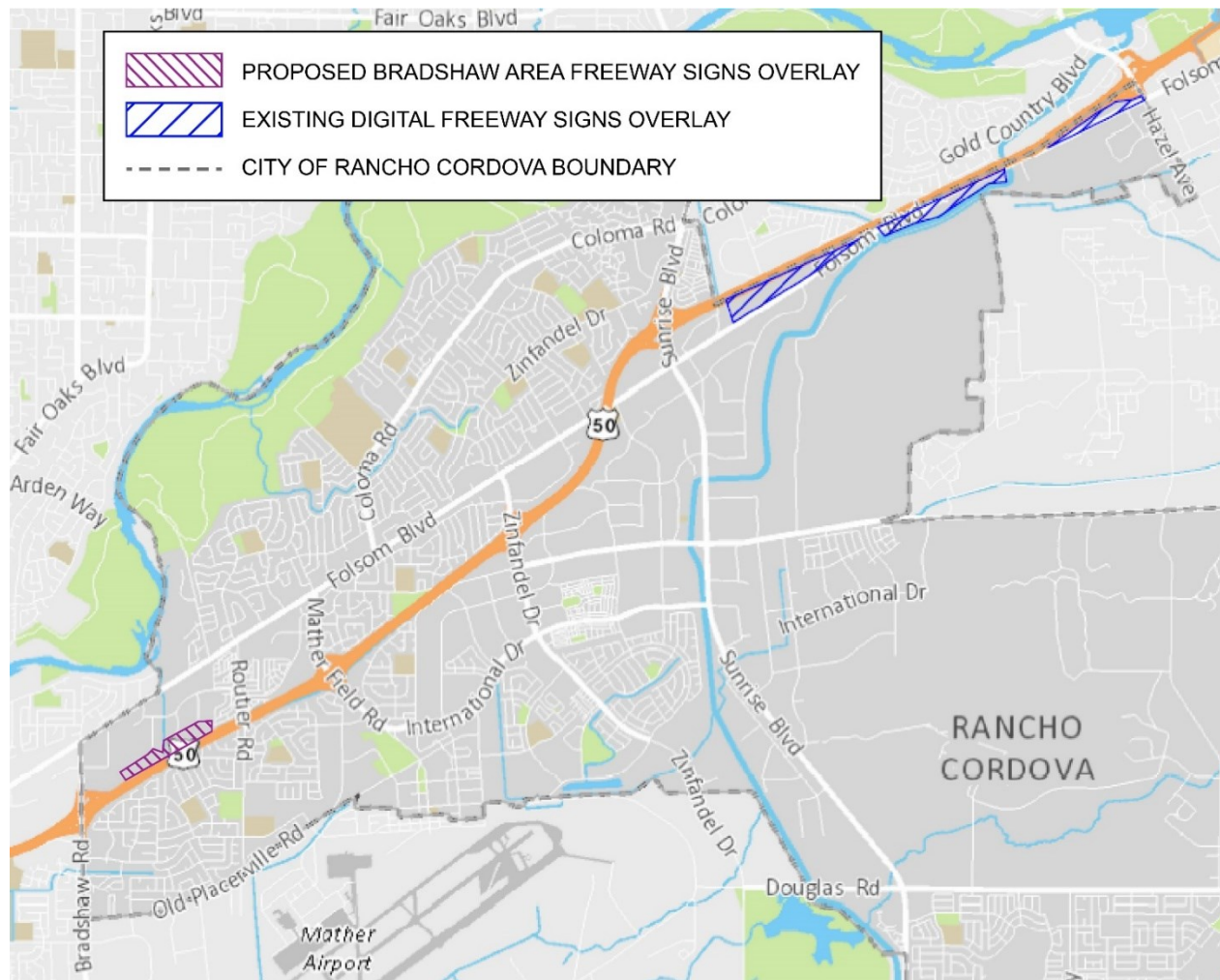
Less-than-Significant Impact. The proposed project consists of a 20- by 60-foot digital freeway sign with 1,200 square feet of display space. The total height of the sign plus the metal support pole would be 60 feet above the ground surface.

The project site is situated within the Folsom Boulevard Specific Plan Area and is designated as an Office Industrial Mixed-Use zone (City of Rancho Cordova 2013). The Specific Plan states that offices may be developed in an office park setting, but most office and light industrial development stands alone. Commercial and other support services may be integrated vertically and/or horizontally in this zone. The Specific Plan does not contain any standards related to signage; instead, it relies on the City Zoning Code for provisions related to signs. The project site is approximately 0.35-mile (1,800 feet) southeast of Folsom Boulevard, and there are several light industrial buildings and two-story commercial buildings, with associated tall landscape trees, between Folsom Boulevard and the proposed sign location. Given the distance and the intervening buildings and trees, it is unlikely that the sign would be visible to motorists traveling eastbound on Folsom Boulevard, and motorists traveling westbound would only have intermittent views between trees (and only the top of the sign would be visible). As shown in Exhibit 3.1-3, the proposed sign would be visible to motorists traveling on Fite Circle; however, the sign would only be visible from a side view with the two sign panels extending towards the viewer (like wings) and the center support pole. Although the sign structure would appear large to motorists on Fite Circle, these motorists would be limited to employees and customers at the local businesses, and the sign would be visually similar to other billboards in the project area.

The viewshed for motorists traveling east and west along U.S. 50 in the project vicinity consists of block-style commercial and light industrial buildings, with associated paved parking lots and landscaping, along with the 12 paved lanes of U.S. 50. Also present in the viewshed are large green and white freeway signs with thick grey metal poles that indicate the distance to upcoming exits, smaller freeway traffic safety signs, and tall overhead white poles for high mast lighting. Tall landscape trees in the viewshed serve to soften the visual effect of the adjacent urban development. The view is not scenic, and the visual quality is moderate. As shown in the visual simulations contained in Exhibit 3.1-1 and Exhibit 3.1-2, the proposed digital sign would be visually similar in size and slightly taller in height as compared to existing Caltrans distance/destination signs along U.S. 50, and would be visually similar to the existing surrounding commercial and light industrial development.

As described in detail in the Setting subsection above, Rancho Cordova Municipal Code Chapter 23.743 allows for consideration of digital freeway signs in certain, specific locations within the city with a use permit and a digital freeway signs operating agreement. As described in Municipal Code Section 23.743.010, “the City desires to enhance traffic safety in the community by ensuring that signage does not distract motorists or obstruct or otherwise impede traffic circulation, and to ensure aesthetic, architectural, and cosmetic compatibility with the surrounding community by limiting visual clutter of the streetscape, such as through the regulation of oversized

signs and excessive temporary signs.” The proposed project includes a Zoning Code amendment to the digital sign overlay area that would add the area north of U.S. 50 between Bradshaw Road and Routier Road (see Exhibit 3.1-5). The proposed project also includes a request for a deviation from the Zoning Code requirements due to the proposed display area of the digital sign, which would be 1,200 square feet (i.e., 528 square feet larger than the current size limit of 672 square feet). The increased display size is requested because the sign would be installed 110 feet from the U.S. 50 right-of-way, which is a greater distance than is typical from the motorists who would be viewing the sign. The overall size, display area, and location of the proposed digital sign would be consistent with Caltrans requirements (Caltrans 2025).



Source: Cordova Community Council 2025

Exhibit 3.1-5. Existing and Proposed City Digital Freeway Signs Overlay Areas

The proposed project would require site design review and a conditional use permit from the City of Rancho Cordova. In addition, the project would be required to meet the City’s existing digital freeway sign standards (Rancho Cordova Municipal Code Section 23.743.150) and to obtain variances as allowed through an operating agreement. The proposed digital freeway sign would not be located within 2,500 feet of any other digital freeway sign within the city limits. In addition, the billboards would not operate at brightness levels of more than 0.3 foot-candles above ambient light, automatically adjusting as ambient light conditions change. The digital billboard would have a display area of 1,200 square feet, which is greater than the 672 feet specified in the City’s digital freeway sign standards. However, the project proponent has requested a deviation from this standard, which is

allowed under the digital freeway signs operating agreement if approved by the City. Finally, the proposed project would be consistent with Caltrans permit requirements and applicable standards for outdoor advertising displays. No trees would be removed as part of the proposed project.

The proposed digital sign would be installed in an urbanized area comprised of commercial and light industrial development in an area of moderate visual quality, and the visual appearance of the proposed sign would be similar to other digital signs and billboards in the project area. With City approval of the proposed Zoning Code amendment for the expansion of the digital freeway signs overlay area to include the project site, and with City approval of the deviations from development standards for the larger sign display area, and considering the project's required compliance with City regulations governing the location and design for digital freeway signs, as well as a digital signs operating agreement, the proposed project would not conflict with applicable zoning and other regulations governing scenic quality. Therefore, this impact would be less than significant.

d) Create a new source of substantial light or glare which would adversely affect day or nighttime views in the area?

Less-than-Significant Impact. The project site is situated in an urban area where nighttime lighting is present under existing conditions. Nighttime lighting sources surrounding the project site include overhead street and highway lights, building and parking lot security lighting, illuminated signage on buildings and marquees, and vehicle headlights. The operation of the proposed digital sign would introduce a new source of nighttime lighting. To ensure compliance with the Rancho Cordova Municipal Code, a lighting study for the proposed project was performed by Watchfire Signs (Watchfire 2025, Appendix A). Watchfire has adopted the brightness standards endorsed by both the International Sign Association and the Outdoor Advertising Association of America, which are based on accepted practices by the Illuminating Engineering Society of North America for evaluating and controlling "light trespass." The lighting study modeled the amount of nighttime lighting that would be generated by the proposed digital sign in foot candles¹ at distances up to 500 feet to the east and west, and at viewing angles ranging from 0 to 70 degrees. The greatest amount of light that would be generated would be 1.12 foot candles at a distance of 100 feet at a 0-degree viewing angle (i.e. directly in front of sign within the Project site's parking lot), in both east and west directions. The amount of light generated would decrease greatly with increasing distance and increasing viewing angle, in both east and west directions. At a distance of 250 feet from the sign face (U.S. Highway 50 travel lanes), the proposed digital sign would generate a maximum of approximately 0.2 foot candles (Watchfire 2025). Therefore, the proposed digital sign would be consistent with Rancho Cordova Municipal Code Section 23.743.150 (Digital Freeway Signs Overlay), which requires that the amount of light generated by a digital sign cannot increase the overall ambient light levels by more than 0.3 foot candles at a distance of 250 feet.

Furthermore, the billboard would incorporate light sensing technology that would automatically adjust the brightness of the sign as ambient light conditions change throughout the day so that the brightness level would remain at 0.3 foot-candles above ambient light at a distance of 250 feet from the sign face. In addition, the proposed digital sign would incorporate proprietary vertical louvers designed by Watchfire to reduce light intrusion emanating from the sides of the billboard. Finally, construction activities would occur during the day and would not require nighttime lighting or create other sources of light or glare. Therefore, for the reasons discussed above, the proposed digital sign would not result in a new source of substantial nighttime light or glare that would adversely affect day or nighttime views in the project vicinity. Therefore, this impact would be less than significant.

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3.2 AGRICULTURE & FORESTRY RESOURCES

ENVIRONMENTAL ISSUES	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
II. Agriculture and Forestry Resources.				
In determining whether impacts to agricultural resources are significant environmental effects, lead agencies may refer to the California Agricultural Land Evaluation and Site Assessment Model (1997, as updated) prepared by the California Department of Conservation as an optional model to use in assessing impacts on agriculture and farmland. In determining whether impacts to forest resources, including timberland, are significant environmental effects, lead agencies may refer to information compiled by the California Department of Forestry and Fire Protection regarding the state's inventory of forest land, including the Forest and Range Assessment Project and the Forest Legacy Assessment project; and forest carbon measurement methodology provided in Forest Protocols adopted by the California Air Resources Board.				
Would the project:				
a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?	☐	☐	☐	☒
b) Conflict with existing zoning for agricultural use or a Williamson Act contract?	☐	☐	☐	☒
c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g)), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g))?	☐	☐	☐	☒
d) Result in the loss of forest land or conversion of forest land to non-forest use?	☐	☐	☐	☒
e) Involve other changes in the existing environment, which, due to their location or nature, could result in conversion of Farmland to non-agricultural use or conversion of forest land to non-forest use?	☐	☐	☐	☒

3.2.1 SETTING

Based on a review of the 2020 Important Farmland Map for Sacramento County produced by the California Department of Conservation (DOC) under the Farmland Mapping and Monitoring Program (FMMP), the project site is designated as Urban and Built-Up Land (DOC 2020). There is no Farmland at the project site or in the project vicinity, which is located in the urbanized area of the City of Rancho Cordova. The project site is within the boundaries of the Folsom Boulevard Specific Plan Area, and is designated as an Office Industrial Mixed Use

zone (City of Rancho Cordova 2013). The project site is surrounded by commercial, office, and light industrial buildings with associated paved parking lots and urban landscaping.

3.2.2 DISCUSSION

a) Convert Prime Farmland, Unique Farmland, or Farmland of Statewide Importance (Farmland), as shown on the maps prepared pursuant to the Farmland Mapping and Monitoring Program of the California Resources Agency, to non-agricultural use?

No Impact. The project site is designated as Urban and Built-Up Land under the FMMP (California Department of Conservation 2020). The project site and the surrounding lands are situated within an urbanized area, within the boundaries of an existing Office Industrial Mixed Use zone in the City of Rancho Cordova. There is no Prime Farmland, Unique Farmland, or Farmland of Statewide Importance within or near the project site. Thus, the proposed project would not result in the conversion of Important Farmland to non-agricultural use, and there would be no impact.

b) Conflict with existing zoning for agricultural use or a Williamson Act contract?

No Impact. The project site and the surrounding lands are zoned for and are developed with office, commercial, and industrial uses. There are no Williamson Act contracts within or near the project site (Sacramento County 2024). Therefore, the proposed project would not conflict with existing zoning for agricultural use or a Williamson Act contract, and there would be no impact.

c) Conflict with existing zoning for, or cause rezoning of, forest land (as defined in Public Resources Code section 12220(g)), timberland (as defined by Public Resources Code section 4526), or timberland zoned Timberland Production (as defined by Government Code section 51104(g))?

No Impact. The project site is not zoned as forestland, timberland, or a Timberland Production Zone. Therefore, the proposed project would not conflict with existing zoning for, or cause rezoning of, forestry resources.

d) Result in the loss of forest land or conversion of forest land to non-forest use?

No Impact. The project site is a paved parcel within an urbanized area surrounded by existing commercial, office, and light industrial development. There is no forestland within or adjacent to the project site. Therefore, implementation of the proposed project would not result in conversion of forest land to non-forest use, and there would be no impact.

e) Involve other changes in the existing environment, which, due to their location or nature, could result in conversion of Farmland to non-agricultural use or conversion of forest land to non-forest use?

No Impact. Because no agricultural land uses or forestland are present within or adjacent to the project site, implementing the proposed project would not result in other changes in the physical environment that could cause the conversion of farmland to non-agricultural uses or cause conversion of forestland to non-forest uses. Thus, there would be no impact.

3.3 AIR QUALITY

ENVIRONMENTAL ISSUES	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
III. Air Quality.				
Where available, the significance criteria established by the applicable air quality management or air pollution control district may be relied on to make the following determinations.				
Would the project:				
a) Conflict with or obstruct implementation of the applicable air quality plan?	☐	☒	☐	☐
b) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard?	☐	☒	☐	☐
c) Expose sensitive receptors to substantial pollutant concentrations?	☐	☐	☒	☐
d) Result in other emissions (such as those leading to odors) adversely affecting a substantial number of people?	☐	☐	☒	☐

3.3.1 SETTING

The project site is located in the city of Rancho Cordova, which is within the Sacramento Valley Air Basin (SVAB). The Sacramento Metropolitan Air Quality Management District (SMAQMD) regulates air quality within the SVAB.

Air quality is defined as the concentration of pollutants in relation to their impact on human health. Ambient concentrations of air pollutants are determined by the amount of emissions released by pollutant sources and the ability of the atmosphere to transport and dilute such emissions. Natural factors that affect transport and dilution include terrain, wind, atmospheric stability, and the presence of sunlight. Therefore, existing air quality conditions in the project area are influenced by factors such as topography, meteorology, and climate, as well as the quantity emissions released by air pollutant sources.

The SVAB climate is characterized by hot, dry summers and cool, rainy winters. Typically, winds transport air pollutants northward out of the SVAB; however, during approximately half of the time from July to September, the wind pattern shifts southward, blowing air pollutants back into the SVAB and exacerbating the concentration of air pollutant emissions in the air basin. In addition, between winter storms, high pressure and light winds contribute to low-level temperature inversions and stable atmospheric conditions, resulting in the concentration of air pollutants.

Individual air pollutants at certain concentrations may adversely affect human or animal health, reduce visibility, damage property, and reduce the productivity or vigor of crops and natural vegetation. Six air pollutants have been identified by the U.S. Environmental Protection Agency (EPA) and the California Air Resources Board

(CARB) as being of concern both on a nationwide and statewide level: ozone; carbon monoxide; nitrogen dioxide; sulfur dioxide; lead; and particulate matter (PM), which is subdivided into two classes based on particle size – PM equal to or less than 10 micrometers in diameter (PM₁₀) and PM equal to or less than 2.5 micrometers in diameter (PM_{2.5}).

Health-based air quality standards have been established for these pollutants by EPA at the national level and by CARB at the state level. These standards are referred to as the national ambient air quality standards (NAAQS) and the California ambient air quality standards (CAAQS), respectively. The NAAQS and CAAQS were established to protect the public with a margin of safety from adverse health impacts caused by exposure to air pollution. Both EPA and CARB designate areas of California as “attainment,” “nonattainment,” “maintenance,” or “unclassified” for the various pollutant standards according to the federal Clean Air Act (CAA) and the California Clean Air Act, respectively. Because the air quality standards for these air pollutants are regulated using human and environment health-based criteria, they are commonly referred to as “criteria air pollutants.” With respect to regional air quality, the SMAQMD region is currently designated as nonattainment for the NAAQS and CAAQS for ozone, and nonattainment for the NAAQS for 24-hour PM_{2.5}, and the CAAQS for PM₁₀ (CARB 2023). The SMAQMD region is designated as an attainment area for all other criteria air pollutants (CARB 2023).

As part of the Sacramento Federal Ozone Nonattainment Area (SFNA) for ozone, and in accordance with requirements under the CAA, SMAQMD worked with the other local air districts within the Sacramento region (El Dorado County Air Quality Management District, Feather River Air Quality Management District, Placer County Air Pollution Control District, and Yolo-Solano Air Quality Management District) to develop the Sacramento Regional 2008 NAAQS 8-Hour Ozone Attainment and Reasonable Further Progress Plan (2008 NAAQS Ozone Attainment Plan) to describe and demonstrate how the SFNA is meeting requirements under the federal CAA in demonstrating reasonable further progress and attainment of the NAAQS for ozone (SMAQMD 2017). Some elements of the 2008 NAAQS Ozone Attainment Plan were updated in 2018 and included in the 2018 Updates to the California State Implementation Plan, which updated SIP elements for nonattainment areas throughout the state, as needed. These updates were adopted by ARB in October 2018. CARB adopted the Sacramento Regional 2015 Ozone NAAQS Attainment and Reasonable Further Progress Plan (SMAQMD 2023) on October 23, 2023, and submitted the plan to the EPA on November 7, 2023; the plan is pending EPA approval.

Similarly, the region prepared the PM_{2.5} Maintenance Plan and Redesignation Request (SMAQMD 2013) to address how the region attained and would continue to attain the 24-hour PM_{2.5} standard. In 2017, EPA found that the area attained the 2006 24-hour PM_{2.5} NAAQS by the attainment date of December 31, 2015. The PM_{2.5} Maintenance Plan and Redesignation Request will be updated and submitted in the future based on the clean data finding made by the EPA.

SMAQMD also prepared the PM₁₀ Implementation/Maintenance Plan and Redesignation Request for Sacramento County (SMAQMD 2010). EPA approved the PM₁₀ Plan, which allowed EPA to proceed with the redesignation of Sacramento County as attainment for the PM₁₀ NAAQS. The approval of the first Maintenance Plan showed maintenance from 2013 through 2023. A second plan must provide for maintenance of the NAAQS for 10 more years after expiration of the first 10-year maintenance period. EPA approved the Second 10-Year PM₁₀ Maintenance Plan for Sacramento County in April 2024 to demonstrate maintenance of the PM₁₀ standard through 2033.

SMAQMD has also published the *Guide to Air Quality Assessment in Sacramento County* (CEQA Guide), which provides air quality guidance for the preparation of CEQA documents and the SMAQMD's CEQA thresholds of significance for construction and operational emissions (SMAQMD 2021). As documented in the CEQA Guide, the recommended construction and operational mass emissions thresholds for ozone precursors (e.g., nitrogen oxides [NO_x] and reactive organic gases [ROG]) correlate with the NO_x and ROG reductions from heavy-duty vehicles and land use project emission reduction requirements committed to in the ozone attainment plans. Similarly, the construction and operational mass emissions thresholds for PM correlate with the SMAQMD's permitting offset trigger levels, which prevent deterioration of ambient air quality and ensure projects do not worsen the region's attainment status for PM (SMAQMD 2015).

Table 3.3-1 lists the SMAQMD recommended thresholds of significance for criteria air pollutant emissions.

Table 3.3-1. SMAQMD CEQA Air Quality Thresholds of Significance

Phase	NO _x	ROG	PM ₁₀ ¹	PM _{2.5} ¹
Construction	85 pounds/day	N/A	80 pounds/day and 14.6 tons/year	82 pounds/day and 15 tons/year
Operational	65 pounds/day	65 pounds/day	80 pounds/day and 14.6 tons/year	82 pounds/day and 15 tons/year

Source: SMAQMD 2021.

Notes:

¹ The particulate matter thresholds apply to projects that impose the SMAQMD's Best Available Control Technology or Best Management Practices, as feasible. Otherwise, the particulate matter thresholds would be zero (0) pounds per day.

CEQA = California Environmental Quality Act; N/A = not applicable; NO_x = oxides of nitrogen; PM₁₀ = suspended particulate matter less than 10 microns in diameter; PM_{2.5} = fine particulate matter less than 2.5 microns in diameter; ROG = reactive organic gases; SMAQMD = Sacramento Metropolitan Air Quality District.

3.3.2 DISCUSSION

a) Conflict with or obstruct implementation of the applicable air quality plan?

Less than Significant with Mitigation Incorporated. Air quality plans describe air pollution control strategies to be implemented by a city, county, or region. The primary purpose of an air quality plan is to bring an area that does not attain federal or State air quality standards into compliance with the requirements of the federal CAA and California CAA requirements. As described above, SMAQMD prepares plans to attain state and national ambient air quality standards in the SVAB. The 2017 and 2023 regional air quality management plans represent the most recent plans developed to describe and demonstrate how the SFNA is meeting requirements for ozone under the federal CAA in demonstrating reasonable further progress and attainment of the NAAQS for the 2008 8-hour ozone standard and 2015 8-hour ozone standard, respectively (SMAQMD 2017; SMAQMD 2023).

SMAQMD's CEQA Guide is intended to provide a tool to identify proposed development projects that may have a significant adverse effect on air quality. According to the CEQA Guide, projects whose emissions are expected to meet or exceed the recommended significance criteria will have a potentially significant adverse impact on air quality, and therefore, potentially conflict with or obstruct implementation of the SMAQMD air quality plans. Project emissions that do not exceed these thresholds would not impact SMAQMD's ability to reach attainment.

As discussed in detail below in Section 3.3.3(b), project construction emissions would not exceed the SMAQMD thresholds of significance based on the screening level and parameters outlined in the CEQA Guide. However, although construction emissions would not exceed SMAQMD thresholds, due to the nonattainment status of the SVAB with respect to ozone, PM₁₀, and PM_{2.5}, SMAQMD recommends that all construction projects implement the SMAQMD Basic Construction Emission Control Practices (SMAQMD 2021). SMAQMD's Basic

Construction Emission Control Practices include such measures as watering the construction site twice daily, limiting vehicle speeds on unpaved roadways to 15 miles per hour, minimizing vehicle idling, covering haul trucks transporting soil, and cleaning paved roads. Without incorporation of SMAQMD's Basic Construction Control Practices, the project construction activities would be considered to potentially conflict with or obstruct implementation of the SMAQMD's air quality plans for PM and the impact is considered to be **potentially significant**.

Following construction activities, operation of the digital sign would be limited to electricity consumption, which would generate greenhouse gas emissions (discussed in Section 3.8, Greenhouse Gas Emissions) and would not generate criteria air pollutants. Therefore, operation of the project would not conflict with any applicable air quality plans.

Mitigation Measure AIR-1 would require implementation of SMAQMD's Basic Construction Control Practices.

Mitigation Measure AIR-1: Implement the SMAQMD Basic Construction Emission Control Practices.

Comply with Basic Construction Emission Control Practices identified by the SMAQMD and listed below or as they may be updated in the future:

- Water all exposed surfaces two times daily. Exposed surfaces include, but are not limited to soil piles, graded areas, unpaved parking areas, staging areas, and access roads.
- Cover or maintain at least two feet of free board space on haul trucks transporting soil, sand, or other loose material on the site. Any haul trucks that would be traveling along freeways or major roadways should be covered.
- Use wet power vacuum street sweepers to remove any visible track out mud or dirt onto adjacent public roads at least once a day. Use of dry powered sweeping is prohibited.
- Limit vehicle speeds on unpaved roads to 15 miles per hour (mph).
- All roadways, driveways, sidewalks, parking lots to be paved should be completed as soon as possible. In addition, building pads should be laid as soon as possible after grading unless seeding or soil binders are used.
- Minimize idling time either by shutting equipment off when not in use or reducing the time of idling to 5 minutes [required by California Code of Regulations, Title 13, sections 2449(d) and 2485]. Provide clear signage that posts this requirement for workers at the entrances to the site.
- Provide current certificate(s) of compliance for CARB's In-Use Off-Road Diesel-Fueled Fleets Regulation [California Code of Regulations, Title 13, sections 2449 and 2449.1].
- Maintain all construction equipment in proper working condition according to manufacturer's specifications. The equipment must be checked by a certified mechanic and determined to be running in proper condition before it is operated.

SIGNIFICANCE AFTER MITIGATION

With implementation of Mitigation Measure AIR-1, the proposed project would not conflict with or obstruct an applicable air quality plan. This impact would be **less than significant with mitigation incorporated**.

b) Result in a cumulatively considerable net increase of any criteria pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard?

Less than Significant with Mitigation Incorporated. By its very nature, air pollution is largely a cumulative impact. The nonattainment status of regional pollutants is a result of past and present development within the SVAB, and this regional impact is cumulative rather than being attributable to any one source. A project's emissions may be individually limited, but cumulatively considerable when taken in combination with past, present, and future projects.

Construction of the project would generate temporary emissions of criteria air pollutants, including nitrogen oxides (NO_x), reactive organic gases (ROG), carbon monoxide (CO), PM₁₀, and PM_{2.5}. As shown in Table 3.3-1, SMAQMD has quantitative construction emissions thresholds for NO_x, PM₁₀, and PM_{2.5}; additionally, as outlined in the CEQA Guide, SMAQMD has developed a screening level to assist in determining if construction NO_x and PM emissions would exceed the SMAQMD significance thresholds. Construction of a project that does not exceed the screening level, meets all the screening parameters, and implements the SMAQMD Basic Construction Emission Control Practices is considered to have a less-than-significant impact on air quality (SMAQMD 2021). As documented in the CEQA Guide, projects that are 35 acres or less in size and do not include any of the parameters listed below generally will not exceed the SMAQMD construction NO_x and PM thresholds of significance.

- ▶ Include buildings more than 4 stories tall;
- ▶ Include demolition activities;
- ▶ Include major trenching activities;
- ▶ Have a construction schedule that is unusually compact, fast-paced, or involves more than 2 phases (i.e., grading, paving, building construction, and architectural coating) occurring simultaneously;
- ▶ Involve cut-and-fill operations (moving earth with haul trucks and/or flattening or terracing hills); and
- ▶ Require import or export of soil materials that will require a considerable amount of haul truck activity.

As described in Section 2, Project Description, the project site is approximately 2.1 acres, which is well below the screening level of 35 acres. Project construction activities would occur over a two week duration and would require minimal construction equipment, including an auger to bore the hole for the pole supporting the sign, a crane to install the monopole and lift the sign parts for attachment to the monopole, and an excavator to dig the utility trench. Exported material would be limited to a total of approximately 42 cubic yards of soil and a small amount of asphalt pavement where the utility trench would be excavated. Following construction, the area disturbed for the utility trench would be repaved.

The proposed project would not include buildings more than four stories tall, demolition activities, major trenching activities, or cut-and-fill operations. Additionally, the construction schedule is not unusually compact or fast-paced and construction activities would not occur simultaneously; rather, the two week construction duration is short because the proposed construction activities would be minimal and not require a compact schedule to complete. As described above, exported soil quantities would be minimal and would therefore not require a

considerable amount of haul truck activity. Therefore, the proposed project meets the parameters required to apply the screening level. As described above, in addition to meeting the screening level and parameters, projects are required to implement the SMAQMD Basic Construction Emission Control Practices to be considered as having a less than significant impact related to air quality. Therefore, without implementation of the SMAQMD Basic Construction Emission Control Practices as described in Mitigation Measure AIR-1, the contribution of construction-related emissions from the project would have the potential to be cumulatively considerable, resulting in a **potentially significant** impact.

Following construction activities, operation of the digital billboards would be limited to electricity consumption, which would generate indirect greenhouse gas emissions (discussed in Section 3.8, Greenhouse Gas Emissions) and would not generate criteria air pollutants. The minimal and infrequent vehicle trips associated with maintenance of the digital billboard would generate negligible criteria air pollutant emissions. Thus, operation of the project would not result in a cumulatively considerable net increase of any criteria air pollutant for which the project region is non-attainment under an applicable federal or state ambient air quality standard.

SIGNIFICANCE AFTER MITIGATION

Implementation of Mitigation Measure AIR-1 would ensure that construction emissions would not exceed SMAQMD's thresholds of significance. The impact is considered **less than significant with mitigation incorporated**.

c) Expose sensitive receptors to substantial pollutant concentrations?

Less than Significant. Some members of the population are especially sensitive to air pollutant emissions and should be given special consideration when evaluating air quality impacts from projects. For the purposes of a CEQA analysis, SMAQMD considers a sensitive receptor to be facilities that house or attract children, the elderly, and people with illnesses or others who are especially sensitive to the effects of air pollutants. Hospitals, schools, convalescent facilities, and residential areas are examples of sensitive receptors (SMAQMD 2021). The project site is situated within and is surrounded by an existing developed office and light industrial park to the north, east, and west. The project site is bordered by U.S. 50 on the south side. Sensitive receptors in the vicinity of the project site include single-family residential uses south of U.S. 50 in the project area, approximately 330 feet away.

Criteria Air Pollutants

As described in Section 3.3.2(b), construction-related activities would result in emissions of criteria air pollutants, but at levels that would not exceed the SMAQMD regional thresholds of significance based on evaluation against the SMAQMD screening level and parameters. The regional thresholds of significance were designed to identify those projects that would result in significant levels of air pollution and to assist the region in attaining the applicable state and federal ambient air quality standards, which were established using health-based criteria to protect the public with a margin of safety from adverse health impacts due to exposure to air pollution. As such, the criteria air pollutant emissions associated with construction of the project would not expose sensitive receptors to substantial criteria air pollutant concentrations. The digital billboard is electric, and operational activities would be limited to infrequent maintenance-related vehicle trips; therefore, operation of the project would not expose sensitive receptors to substantial criteria air pollutant concentrations. Therefore, this impact would be **less than significant**.

Toxic Air Contaminants

In addition to criteria air pollutants, construction of the project would also generate toxic air contaminant (TAC) emissions, specifically diesel PM (DPM), associated with heavy-duty construction equipment operations. The Office of Environmental Health Hazard Assessment (OEHHA) developed a Guidance Manual for Preparation of Health Risk Assessments (OEHHA 2015). Due to uncertainty in assessing cancer risk from very short-term exposures, OEHHA does not recommend assessing cancer risk for construction of projects lasting less than two months for the nearest residential receptor. Since the duration of construction activities for the project are anticipated to last approximately two weeks and would cease following completion of the project, the overall exposure period would not approach the requirements for assessing cancer risk (OEHHA 2015).

In addition, construction emissions would occur intermittently throughout the day, would not occur as a constant plume of emissions from the project site, and would vary on a day-to-day basis. Concentrations of mobile-source DPM emissions are typically reduced by approximately 60 percent at a distance of around 300 feet (100 meters) (Zhu and Hinds 2002). Furthermore, the project would implement Mitigation Measure AIR-1, which requires implementation of idling limits and maintaining equipment in proper working condition, which would reduce construction-related TAC emissions. Due to the intermittent and temporary nature of construction activities, and the dispersive properties of TACs, as well as the fact that PM emissions would not exceed the SMAQMD emission threshold, short-term construction would not expose sensitive receptors to DPM emission levels that would result in a health hazard. As described previously, the billboard would be powered by electricity and would therefore not generate TAC emissions during operation. The minimal and infrequent vehicle trips associated with maintenance of the digital billboard would generate negligible TAC emissions. As a result, this impact would be **less than significant**.

d) Result in other emissions (such as those leading to odors) adversely affecting a substantial number of people?

Less than Significant. The occurrence and severity of odor impacts depends on numerous factors, including the nature, frequency, and intensity of the source; wind speed and direction; and the presence of sensitive receptors. Typically, odors are generally regarded as an annoyance rather than a health hazard. However, manifestations of a person's reaction to foul odors can range from the psychological (i.e., irritation, anger, or anxiety) to the physiological, including circulatory and respiratory effects, nausea, vomiting, and headache. The ability to detect odors varies considerably among the population and overall is quite subjective.

Potential construction-related sources of other emissions, such as those leading to odors, include diesel construction equipment that emit exhaust. However, because of the amount and types of equipment, the temporary nature of these emissions, and the highly diffusive properties of diesel exhaust, nearby receptors would not be affected by diesel exhaust odors associated with construction of the project. Construction activities associated with the project would be minimal and the odors would be typical of most construction sites and temporary in nature. Operation of the project would remain similar to existing conditions and would not add any new odor sources. As a result, the project would not result in other emissions (such as those leading to odors) adversely affecting a substantial number of people. Therefore, this impact would be **less than significant**.

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3.4 BIOLOGICAL RESOURCES

ENVIRONMENTAL ISSUES	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
IV. Biological Resources. Would the project:				
a) Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special-status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Wildlife or the U.S. Fish and Wildlife Service?	☐	☒	☐	☐
b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, or regulations or by the California Department of Fish and Wildlife or the U.S. Fish and Wildlife Service?	☐	☐	☐	☒
c) Have a substantial adverse effect on State or federally protected wetlands (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?	☐	☐	☐	☒
d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?	☐	☐	☐	☒
e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?	☐	☐	☐	☒
f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?	☐	☐	☐	☒

3.4.1 SETTING

Field reconnaissance, database searches, and background literature review were conducted to characterize biological resources present or with the potential to occur within the project site. No protocol-level wildlife or botanical surveys have been conducted within the project site to date. The project applicant contracted a certified arborist to conduct a tree survey of the project work area in February 2025 that identified one 20" diameter at standard height (DSH) London Planetree landscape tree near the project work area (Focal Point 2025, Appendix B). An AECOM biologist conducted a site reconnaissance survey on May 7, 2025.

Prior to the site reconnaissance, records searches of the following databases were performed to identify special-status species, sensitive habitats, and wetlands or waters known to occur or with potential to occur within the project site and vicinity:

- California Natural Diversity Database (CNDDB) standard 9-quadrangle (quad) search for the U.S. Geological Survey Carmichael quad, where the project site is located, and adjacent eight quads (CDFW 2025),

- ▶ California Native Plant Society Rare Plant Inventory standard 9-quadrant search (CNPS 2025),
- ▶ U.S. Fish and Wildlife Service's Information for Planning and Consultation database identifying federally regulated sensitive resources with potential to occur and critical habitat within the project site (USFWS 2025a), and
- ▶ National Wetland Inventory (NWI) Wetlands Mapper (USFWS 2025b).

SITE DESCRIPTION

The project site is currently developed with a light industrial building, along with paved parking areas surrounded by narrow landscaping strips. Neighboring land uses include a developed office and light industrial park to the north, east, and west, and U.S. 50 to the south. The project site is mostly level and at an elevation of approximately 73 feet above mean sea level.

VEGETATION COMMUNITY AND HABITAT

The project site is classified as the urban land cover type. Landscape trees (e.g., incense cedar [*Calocedrus decurrens*], red oak [*Quercus rubra*], London plane [*Platanus x hispanica*]) line the parking area along the northern edge of the project site, and red-tip photinia (*Photinia x fraseri*) are scattered along the fence line at the southern edge of the project site. Four additional London plane are in small planting areas on the eastern side of the industrial building on the project site. English ivy (*Hedera helix*), turf grass, or fortnight lily (*Dietes grandiflora*) underlies most landscaped areas within the project site.

The project site overall provides low habitat value for wildlife because of frequent disturbance and limited connectivity. Wildlife observed during the reconnaissance survey included mourning dove (*Zenaida macroura*), house finch (*Haemorrhous mexicanus*), and lesser goldfinch (*Spinus psaltria*). These bird species or other similarly urban-adapted wildlife species may forage or nest within the project site. No burrows or nest sites were observed within or adjacent to the project site at the time of the reconnaissance survey. The potential for special-status species to occur in the project site is discussed in Section "Special-status Species," below.

SPECIAL-STATUS SPECIES

Special-status species include plants and animals in the following categories:

- ▶ species listed by the State of California or the federal government as endangered, threatened, or rare;
- ▶ species proposed or candidate for state or federal listing as endangered or threatened;
- ▶ taxa (i.e., taxonomic categories or groups) that meet the criteria for listing, even if not currently included on any list, as described in California Code of Regulations Section 15380 of the California Environmental Quality Act (CEQA) Guidelines;
- ▶ species identified by the California Department of Fish and Wildlife (CDFW) as species of special concern;
- ▶ species listed as fully protected under the California Fish and Game Code; and

- ▶ taxa considered by CDFW to be “rare, threatened, or endangered in California” and assigned a California Rare Plant Rank (CRPR) of 1A, 1B, 2A, or 2B.

The CDFW system includes six rarity and endangerment ranks for categorizing plant species of concern, which are summarized as follows:

- ▶ CRPR 1A – Plants presumed to be extinct in California;
- ▶ CRPR 1B – Plants that are rare, threatened, or endangered in California and elsewhere;
- ▶ CRPR 2A – Plants presumed to be extinct in California, but more common elsewhere;
- ▶ CRPR 2B – Plants that are rare, threatened, or endangered in California, but more common elsewhere;
- ▶ CRPR 3 – Plants about which more information is needed (a review list); and
- ▶ CRPR 4 – Plants of limited distribution (a watch list).

All plants with a CRPR are considered “special plants” by CDFW. The term “special plants” is a broad term used to refer to all plant taxa inventoried in CDFW’s CNDDDB regardless of their legal or protection status. Plants ranked as CRPR 1A, 1B, 2A, and 2B may qualify as endangered, rare, or threatened species within the definition of CEQA Guidelines Section 15380. CDFW recommends that CRPR 1 and 2 species be addressed within the context of CEQA analyses and documentation. In general, CRPR 3 and 4 species do not meet the definition of endangered, rare, or threatened pursuant to CEQA Guidelines Section 15380.

The term “California species of special concern” is applied by CDFW to animals not listed under the federal Endangered Species Act (ESA) or California Endangered Species Act (CESA), but that are nonetheless declining at a rate that could result in listing, or that historically occurred in low numbers, or have limited ranges, and known threats to their persistence currently exist. “Fully protected” was the first state classification used to identify and protect animal species that are rare or facing possible extinction. Most of these species were subsequently listed as threatened or endangered under CESA or ESA. The remaining fully protected species that are not officially listed under CESA or ESA are still legally protected under California Fish and Game Code, and qualify as endangered, rare, or threatened species within the definition of CEQA Guidelines Section 15380.

Database searches identified previously documented occurrences of 14 special-status plant species (Table 3.4-1 and Appendix B) and 50 special-status wildlife species in the vicinity of the project site (Table 3.4-2 and Appendix B). All 64 special-status species identified by the database searches are either unlikely to occur or have no potential to occur. No critical habitat or proposed critical habitat is located within or adjacent to the project site (USFWS 2025a).

WETLANDS AND WATERS

Any areas that meet the regulatory definition of “waters of the United States” are regulated under the jurisdiction of the United States Army Corps of Engineers (USACE) under Section 404 of the Clean Water Act. Waters of the U.S. include documented navigable waters of the United States; interstate waters; all other waters where the use, degradation, or destruction of the waters could affect interstate or foreign commerce; tributaries to any of these waters, and wetlands adjacent to these waters. Potentially jurisdictional waters of the U.S. are typically determined by conducting a wetland delineation according to USACE methods and guidelines. No potential wetland features or waters of the U.S. were identified within the project site during review of NWI data (USFWS 2025b) or observed on site during the reconnaissance survey.

An open drainage channel known as the Mather Drain borders the southern edge of the project site and conveys stormwater runoff to the nearest perennial waterway, the American River, approximately 0.4 mile north of the project site. The open channel is approximately 50 feet wide and consists of dirt and regularly mown non-native grasses for most of its length. NWI data indicate this channel is a manmade, temporarily flooded (i.e., surface water is present for brief periods during the growing system) riverine system (USFWS 2025b).

WILDLIFE MOVEMENT/CORRIDORS

The project site is located amid commercial and residential development; no wildlife movement corridors occur on the project site. The American River corridor, 0.4 mile north of the project site, has dense, continuous riparian and adjacent upland habitats that function as a movement corridor for many wildlife species. Any wildlife using this as a movement corridor are not likely to move onto the project site due to its poor habitat quality and lack of habitat connectivity.

3.4.2 DISCUSSION

- a) **Have a substantial adverse effect, either directly or through habitat modifications, on any species identified as a candidate, sensitive, or special-status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Wildlife or the U.S. Fish and Wildlife Service?**

Less than Significant with Mitigation Incorporated. Scattered shrubs and trees in and around the project site provide suitable nesting habitat for common, urban-adapted migratory birds and raptors protected under the Migratory Bird Treaty Act and Section 3503.5 of the California Fish and Game Code. Project construction may disturb birds nesting within or adjacent to the project site, causing nest abandonment. Any potential impact on nesting birds would be **potentially significant**.

Mitigation Measure BIO-1: Conduct Preconstruction Nesting Bird Surveys and Implement Appropriate Avoidance Buffers, as Needed.

If construction will occur during the bird nesting season (typically February 1 to August 31), a qualified biologist will conduct a preconstruction survey for nesting birds no more than 2 weeks prior to the start of ground-disturbing construction activities. The survey will include all suitable habitat within the project site and a 100-foot buffer of the project site.

If nesting birds are located during the preconstruction nesting bird survey, an appropriate buffer will be established by a qualified biologist to protect the nest from project-related disturbances until the nest has fledged or is no longer active. An appropriate non-disturbance buffer will be determined based on the species, site conditions (e.g., existing level of disturbance), biologist observations, and professional judgement. Typical buffers are 50 feet for passerines and 250 feet for non-special-status raptors. Smaller buffers may be implemented if nest monitoring by a qualified biologist confirms project activities are not adversely affecting the nest; this typically requires a period of nest monitoring prior to initiation of project activities to establish baseline nest activity.

SIGNIFICANCE AFTER MITIGATION

Implementing Mitigation Measure BIO-1 would reduce the potentially significant impact on nesting birds **to less than significant with mitigation incorporated** by protecting birds that nest within or in the vicinity of the project site from construction-related disturbances if project construction occurs during the nesting season.

Database searches identified no other special-status species with the potential to be impacted by the project. Therefore, impacts of the proposed project on species identified as a candidate, sensitive, or special-status species in local or regional plans, policies, or regulations, or by the California Department of Fish and Game or the U.S. Fish and Wildlife Service would be **less than significant with mitigation incorporated**.

b) Have a substantial adverse effect on any riparian habitat or other sensitive natural community identified in local or regional plans, policies, or regulations or by the California Department of Fish and Wildlife or the U.S. Fish and Wildlife Service?

No Impact. Sensitive natural communities include riparian habitat and other natural communities of special concern to resource agencies, areas protected under CEQA, or areas otherwise protected under local regulations and policies. No riparian habitat or other sensitive natural communities are present in or adjacent to the project site; ruderal non-native grasses cover the open drainage channel south of the project site. Therefore, implementation of the proposed project would have **no impact** on riparian habitat or other sensitive natural communities.

c) Have a substantial adverse effect on federally protected wetlands (including, but not limited to, marsh, vernal pool, coastal, etc.) through direct removal, filling, hydrological interruption, or other means?

No Impact. No wetland features are located within the project site. The drainage channel south of the project site would not be dredged, filled, or otherwise interrupted hydrologically during project construction. Excavation would be limited to a 5-foot-diameter signpost hole and an approximately 1.5-foot-deep by 2-foot-wide utility trench that would be excavated to connect the digital sign with existing electrical power at the adjacent building area within the project site, and excavated material would be immediately transported offsite for disposal at a facility permitted to accept clean fill. Therefore, implementation of the proposed project would have **no impact** on federally protected wetlands through direct removal, filling, hydrological interruption, or other means.

d) Interfere substantially with the movement of any native resident or migratory fish or wildlife species or with established native resident or migratory wildlife corridors, or impede the use of native wildlife nursery sites?

No Impact. No established migratory routes for native species occur on the project site. The project site is small, disturbed, and isolated amid urban development. Furthermore, noise and visual disturbances from temporary construction and long-term operation of the digital sign are not expected to rise above levels of existing urban disturbances along movement corridors in the vicinity (e.g., the American River).

Implementation of the proposed project would not interfere with the movement of any native species, with established migratory corridors, or with use of native wildlife nursery sites; therefore, there would be **no impact** from the proposed project related to this issue.

e) Conflict with any local policies or ordinances protecting biological resources, such as a tree preservation policy or ordinance?

No Impact. The Preservation and Protection of Private Trees, Title 19, Chapter 12 of the City of Rancho Cordova Municipal Code protects certain trees and requires an approved permit be obtained before a protected tree has major pruning (i.e., pruning in a way which reduces the overall canopy of the tree by 10 percent or more, or cutting of roots or branches greater than two inches diameter within a 12-month period) or is removed. The tree nearest project construction, a London plane (*Platanus x hispanica*), has a diameter at breast height of 20 inches and qualifies as a protected tree per Chapter 19.12.030. However, project construction would not require removal or major pruning of this or any other trees. Therefore, the proposed project would not conflict with any local policies or ordinances protecting biological resources, and there would be **no impact**.

f) Conflict with the provisions of an adopted Habitat Conservation Plan, Natural Community Conservation Plan, or other approved local, regional, or state habitat conservation plan?

No Impact. The project site is not located within the plan area of the South Sacramento Habitat Conservation Plan or any other approved local, regional, or state habitat conservation plan. Therefore, implementation of the proposed project would not conflict with the provisions of an adopted Habitat Conservation Plan or Natural Community Conservation Plan, and there would be **no impact** from the proposed project related to this issue.

Table 3.4-1. Special-Status Plant Species with the Potential to Occur in the Project Vicinity

Common and Scientific Name	Legal	Status ¹	Distribution	Habitat Association and Elevation	Blooming Period ²	Potential for Occurrence within the Project Site ³	Rationale
	Federal	State/CRPR					
Spicate calycadenia <i>Calycadenia spicata</i>	–	–/1B.3	Amador, Butte, Calaveras, El Dorado, Fresno, Kern, Nevada, Placer, Sacramento, San Joaquin, Stanislaus, Tulare, Tuolumne, and Yuba counties	Adobe, clary, disturbed, dry, gravelly, rocky areas and openings in cismontane woodland and valley and foothill grassland. 130–4,595 feet amsl	May–September	No potential	Landsaped areas within the project site are regularly disturbed and do not provide habitats that support this species. This species was not observed during the site reconnaissance survey on May 7, 2025.
Peruvian dodder <i>Cuscuta obtusiflora</i> var. <i>glandulosa</i>	–	–/2B.2	Los Angeles, Merced, Sacramento (possibly extirpated), San Bernardino (presumed extirpated), Sonoma, and Sutter counties	Freshwater marshes and swamps. 50–920 feet amsl	July–October	No potential	Aquatic habitats required by this species are not present within the project site.
Dwarf downingia <i>Downingia pusilla</i>	–	–/2B.2	Fresno, Merced, Napa, Placer, Sacramento, San Joaquin, Solano, Sonoma, Stanislaus, Tehama, and Yuba counties	Mesic valley and foothill grassland and vernal pools. 5–1,460 feet amsl	March–May	No potential	Landsaped areas within the project site are regularly disturbed and do not provide habitats that support this species. This species was not observed during the site reconnaissance survey on May 7, 2025.
Boggs Lake hedgehyssop <i>Gratiola heterosepala</i>	–	SCE/1B.2	Fresno, Lake, Lassen, Madera, Mendocino, Merced, Modoc, Placer, Sacramento, San Joaquin, Shasta, Siskiyou, Solano, Sonoma, and Tehama counties	Clay soils in marsh and swamp margins and vernal pools. 35–7,790 feet amsl	April–August	No potential	Aquatic habitats required by this species are not present within the project site.

Common and Scientific Name	Legal Status ¹		Distribution	Habitat Association and Elevation	Blooming Period ²	Potential for Occurrence within the Project Site ³	Rationale
	Federal	State/CRPR					
Woolly rose-mallow <i>Hibiscus lasiocarpus</i> var. <i>occidentalis</i>	–	–/1B.2	Butte, Colusa, Contra Costa, Glenn, Sacramento, San Joaquin, Solano, Sutter, and Yolo counties	Freshwater marshes and swamps. 0–395 feet amsl	June–September	No potential	Aquatic habitats required by this species are not present within the project site.
Ahart's dwarf rush <i>Juncus leiospermus</i> var. <i>ahartii</i>	–	–/1B.2	Butte, Calaveras, Placer, Sacramento, Tehama, and Yuba counties	Mesic areas in valley and foothill grassland. 100–750 feet amsl	March–May	No potential	Landscaped areas within the project site are regularly disturbed and do not provide habitats that support this species. This species was not observed during the site reconnaissance survey on May 7, 2025.
Alkali-sink goldfields <i>Lasthenia chrysantha</i>	–	–/1B.1	Fresno, Kern, Kings, Madera, Merced, Sacramento, Solano, Stanislaus, and Tulare counties	Alkaline areas in vernal pools. 0–655 feet amsl	February–April	No potential	Suitable vernal pool habitat is not present within the project site.
Legenere <i>Legenere limosa</i>	–	–/1B.1	Alameda, Lake, Monterey, Napa, Placer, Sacramento, San Joaquin, San Mateo, Santa Clara, Shasta, Solano, Sonoma, Stanislaus (presumed extirpated), Tehama, and Yuba counties	Vernal pools. 5–2,885 feet amsl	April–June	No potential	Suitable vernal pool habitat is not present within the project site.
Heckard's pepper-grass <i>Lepidium latipes</i> var. <i>heckardii</i>	–	–/1B.2	Glenn, Merced, Sacramento, Solano, and Yolo counties	Alkaline flats in valley and foothill grassland. 5–655 feet amsl	March–May	No potential	Landscaped areas within the project site are regularly disturbed and do not provide habitats that support this species. This species was not observed during the site reconnaissance survey on May 7, 2025.
Pincushion navarretia <i>Navarretia myersii</i> ssp. <i>myersii</i>	–	–/1B.1	Amador, Calaveras, Madera, Merced, Placer, and Sacramento counties	(Often) acidic vernal pools. 65–1,085 feet amsl	April–May	No potential	Suitable vernal pool habitat is not present within the project site.

Common and Scientific Name	Legal Status ¹		Distribution	Habitat Association and Elevation	Blooming Period ²	Potential for Occurrence within the Project Site ³	Rationale
	Federal	State/CRPR					
Slender Orcutt grass <i>Orcuttia tenuis</i>	FT	SE/1B.1	Butte, Lake, Lassen, Modoc, Plumas, Sacramento, Shasta, Siskiyou, and Tehama counties	(Often) gravelly areas in vernal pools. 115–5,775 feet amsl	May–September (October)	No potential	Suitable vernal pool habitat is not present within the project site.
Sacramento Orcutt grass <i>Orcuttia viscida</i>	FE	SE/1B.1	Sacramento County	Vernal pools. 100–330 feet amsl	April–July (September)	No potential	Suitable vernal pool habitat is not present within the project site.
Sanford's arrowhead <i>Sagittaria sanfordii</i>	–	–/1B.2	Butte, Del Norte, El Dorado, Fresno, Kings, Los Angeles, Madera, Marin, Mariposa, Merced, Napa, Orange, Sacramento, San Bernardino, San Joaquin, San Mateo, Santa Clara, Shasta, Solano, Sutter, Tehama, Tulare, Ventura (presumed extirpated), and Yuba counties	Shallow freshwater marshes and swamps. 0–2,135 feet amsl	May–October (November)	No potential	Aquatic habitats required by this species are not present within the project site.
Saline clover <i>Trifolium hydrophilum</i>	–	–/1B.2	Alameda, Contra Costa, Lake, Mendocino, Monterey, Napa, Sacramento, San Benito, San Joaquin, San Luis Obispo, San Mateo, Santa Clara, Santa Cruz, Solano, Sonoma, and Yolo counties	Marshes and swamps, mesic or alkaline areas in valley and foothill grassland, and vernal pools. 0–985 feet amsl	April–June	No potential	Landscaped areas within the project site are regularly disturbed and do not provide habitats that support this species. This species was not observed during the site reconnaissance survey on May 7, 2025.

Notes for Table 3.4-1:

amsl = above mean sea level;

CRPR = California Rare Plant Rank.

¹ Status explanations:

– = no listing.

Federal

FE = listed as endangered under the federal Endangered Species Act.

FT = listed as threatened under the federal Endangered Species Act.

State

SE = state listed as endangered under the California Endangered Species Act.

SCE = state candidate for listing as endangered under the California Endangered Species Act.

California Native Plant Society California Rare Plant Ranks:

1B = plant species considered rare, threatened, or endangered in California and elsewhere.

2B = plant species considered rare, threatened, or endangered in California but more common elsewhere.

California Rare Plant Rank Extensions:

1 = seriously endangered in California (>80% of occurrences are threatened and/or have high degree and immediacy of threat).

2 = fairly endangered in California (20–80% of occurrences are threatened and/or have moderate degree and immediacy of threat).

3 = not very threatened in California (<20% of occurrences are threatened and/or have low degree and immediacy of threat or no current threats known).

² Parentheticals indicate uncommon extensions to blooming periods.

³ Potential for occurrence categories defined:

No Potential = The project site is located outside the species' geographic or elevational range, or no suitable habitat for the species is present within or immediately adjacent to the project site.

Sources: CDFW (2025), CNPS (2025)

Table 3.4-2. Special-Status Wildlife Species with the Potential to Occur in the Project Vicinity

Common and Scientific Name	Legal Status ¹		Habitat Requirements	Potential for Occurrence in the Project Site ²	Rationale
	Federal	State			
Crustaceans					
Conservancy fairy shrimp <i>Branchinecta conservation</i>	FE	—	Relatively large vernal pools with highly turbid freshwater.	No potential	Suitable vernal pool habitat is not present within or adjacent to the project site.
Vernal pool fairy shrimp <i>Branchinecta lynchi</i>	FT	—	Vernal pools in valley and foothill grassland; small, clear-water sandstone-depression pools and grassed swale, earth slump, or basalt-flow depression pools.	No potential	Suitable vernal pool habitat is not present within or adjacent to the project site.
Vernal pool tadpole shrimp <i>Lepidurus packardi</i>	FE	—	Vernal pools in valley and foothill grassland; pools commonly found in grass-bottomed swales of unplowed grasslands. Some pools are mud-bottomed and highly turbid.	No potential	Suitable vernal pool habitat is not present within or adjacent to the project site.
Insects					
Valley elderberry longhorn beetle <i>Desmocerus californicus dimorphus</i>	FT	—	Associated with riparian scrub, elderberry savannah. Host plant is blue elderberry (<i>Sambucus mexicana</i>). Prefers to lay eggs in elderberries 2–8 inches in diameter.	No potential	No blue elderberry, the host plant for the species, is located within or adjacent to the project site.
Monarch butterfly <i>Danaus plexippus</i>	FPT	—	Requires milkweed (<i>Asclepias</i> spp.) for breeding. Breeds and forages in open, agricultural, wet, or developed areas with flowering plants. In California, overwinters in groves of blue gum (<i>Eucalyptus globulus</i>), Monterey pine (<i>Pinus radiata</i>), and Monterey cypress (<i>Hesperocyparis macrocarpa</i>).	Unlikely	The project site is outside the species overwintering range and does not contain milkweed, the host plant for the species. The species may pass through the project site during migration.
Crotch’s bumble bee <i>Bombus crotchii</i>	—	SCE	In California, inhabits open grassland and scrub habitats. Historically common in the Central Valley of California but now appears to be absent from most of it, especially in the center of its historic range. Nests have not been well documented.	Unlikely	No suitable nesting habitat is present within the project site, and limited flowering plants are available for foraging within or adjacent to the project site. The nearest CNDDDB-documented occurrences are in higher-quality habitat along the American River, approximately 1 mile from the project site (CDFW 2025).

Common and Scientific Name	Legal Status ¹		Habitat Requirements	Potential for Occurrence in the Project Site ²	Rationale
	Federal	State			
Amphibians and Reptiles					
California tiger salamander, central California DPS <i>Ambystoma californiense</i>	FT	ST	Vernal pools and other seasonal wetlands (e.g., in ditches) with adequate inundation period and large tracts of adjacent uplands, primarily grasslands, with burrows and other refugia. Not known to breed in streams or rivers.	No potential	There is no suitable upland or aquatic breeding habitat for this species within or adjacent to the project site. Furthermore, no CNDDDB-documented occurrences occur within 10 miles of the project site.
Western spadefoot <i>Spea hammondi</i>	FPT	SSC	Predominantly a grassland species, although some populations can be found in pine-oak woodlands of the valley foothills. Requires shallow, temporary pools or streams during the breeding season. Where natural vernal pools are absent, may use artificial ponds or stock tanks. Most of the year, resides in burrows at depths of up to 3 feet.	No potential	There is no suitable upland or aquatic breeding habitat within or adjacent to the project site. The nearest CNDDDB-documented occurrences are in or near higher-quality vernal pool habitat approximately 3 miles south of the project site.
Northwestern pond turtle <i>Actinemys marmorata</i>	FPT	SSC	Closely associated with permanent or nearly permanent water in a variety of aquatic habitats. Forages in ponds, marshes, slow-moving streams, sloughs, and drainage ditches; nests in nearby uplands with low, sparse vegetation. Basking sites such as partially submerged logs, rocks, floating vegetation mats, or open mud banks are required for thermoregulation. Hibernation may occur in aquatic habitats or in burrows of adjacent uplands.	No potential	No suitable aquatic habitat occurs within or adjacent to the project site. The nearest perennial waterway is the American River, 0.4 mile north of the project site. The project site and surrounding areas do not provide suitable upland habitat due to their frequent disturbance.
Coast horned lizard <i>Phrynosoma blainvillii</i>	—	SSC	Occurs in open areas with sandy soil and low vegetation in valley foothill hardwood, conifer, riparian, and grassland habitats.	Unlikely	Annual grasses adjacent to the project site are frequently disturbed and offer low-quality habitat. The nearest CNDDDB-documented record is greater than 10 miles from the project site (CDFW 2025).
Giant gartersnake <i>Thamnophis gigas</i>	FT	ST	Open water associated with slow-moving streams, sloughs, ponds, marshes, inundated floodplains, rice fields, and irrigation/drainage ditches within the Central Valley; also requires emergent herbaceous wetland vegetation for escape and foraging habitat, grassy banks and openings in waterside vegetation for basking, and higher elevation upland habitat for cover and refuge from flooding during the inactive season.	No potential	No suitable aquatic habitat occurs within or adjacent to the project site. The nearest CNDDDB-documented records are greater than 10 miles from the project site (CDFW 2025).

Common and Scientific Name	Legal	Status ¹	Habitat Requirements	Potential for Occurrence in the Project Site ²	Rationale
	Federal	State			
Fishes					
Pacific lamprey <i>Entosphenus tridentatus</i>	–	SSC	Occurs in well-oxygenated, cool, riverine habitat with a mixture of deep pools and cover. Spawns over gravel and cobble in slow-water areas (e.g., pools, runs) of permanent streams.	No potential	No suitable aquatic habitat occurs within or adjacent to the project site.
Western river lamprey <i>Lampetra ayresii</i>	–	SSC	Occurs in well-oxygenated, cool, riverine habitat with a mixture of deep pools and cover. Spawns over gravel and cobble in slow-water areas (e.g., pools, runs) of permanent streams.	No potential	No suitable aquatic habitat occurs within or adjacent to the project site.
Green sturgeon, southern DPS <i>Acipenser medirostris</i>	FT	SSC	Occurs mostly in inshore waters to 200 feet, primarily in the seawater and mixing zones of bays and estuaries. In estuaries, concentrates in deep areas with soft bottoms and move into intertidal areas to feed at high tides.	No potential	No suitable aquatic habitat occurs within or adjacent to the project site.
Chinook salmon, Sacramento River winter-run ESU <i>Oncorhynchus tshawytscha, population 7</i>	FE	SE	Occurs in well-oxygenated, cool, riverine habitat. Habitat types are riffles, runs, and pools.	No potential	No suitable aquatic habitat occurs within or adjacent to the project site.
Chinook salmon, Central Valley spring-run ESU <i>Oncorhynchus tshawytscha, population 11</i>	FT	ST	Occurs in well-oxygenated, cool, riverine habitat. Habitat types are riffles, runs, and pools.	No potential	No suitable aquatic habitat occurs within or adjacent to the project site.
Chinook salmon, Central Valley fall/late fall-run ESU <i>Oncorhynchus tshawytscha, population 13</i>	–	SSC	Occurs in well-oxygenated, cool, riverine habitat. Habitat types are riffles, runs, and pools.	No potential	No suitable aquatic habitat occurs within or adjacent to the project site.
Steelhead, Central Valley DPS <i>Oncorhynchus mykiss irideus, population 11</i>	FT	SSC	Cool, clear streams with abundant cover, well-vegetated banks, and relatively stable flows. Pool and riffle complexes and gravelly streambeds for spawning.	No potential	No suitable aquatic habitat occurs within or adjacent to the project site.

Common and Scientific Name	Legal	Status ¹	Habitat Requirements	Potential for Occurrence in the Project Site ²	Rationale
	Federal	State			
Delta smelt <i>Hypomesus transpacificus</i>	FT	SE	During spawning migration, occurs in freshwater channels and sloughs of the Sacramento-San Joaquin Delta. Typically occur in shallow water (less than 10 feet) where salinity ranges from 2 to 7 parts per thousand.	No potential	No suitable aquatic habitat occurs within or adjacent to the project site.
Longfin smelt, San Francisco Bay-Delta DPS <i>Spirinchus thaleichthys</i> , <i>population 2</i>	FE	ST	Spawns over sandy or gravel substrates. Occurs in nearshore waters to estuaries and lower portions of freshwater streams.	No potential	No suitable aquatic habitat occurs within or adjacent to the project site.
Hardhead <i>Mylopharodon conocephalus</i>	—	SSC	Requires relatively undisturbed habitats of larger streams with high water quality (clear and cool). Prefers pools and runs with deep, clear water with slow velocities and sand-gravel-boulder substrates.	No potential	No suitable aquatic habitat occurs within or adjacent to the project site.
Sacramento splittail <i>Pogonichthys macrolepidotus</i>	—	SSC	Occurs in estuaries, freshwater marshes, and slow-moving river sections. Requires flooded vegetation for spawning and foraging for young.	No potential	No suitable aquatic habitat occurs within or adjacent to the project site.
Birds					
Western yellow-billed cuckoo <i>Coccyzus americanus occidentalis</i>	FT	SE	Nests in dense, wooded riparian habitat, often with scrubby vegetation.	No potential	The project site is outside the species' current distribution, and no suitable habitat is present within or adjacent to the project site.
Vaux's swift <i>Chaetura vauxi</i>	—	SSC	Nests in old-growth forests with hollow trees. Roosts communally in hollow trees or chimneys during migration. Forages in fields and open areas in forests.	No potential	No suitable habitat is present within or adjacent to the project site. Additionally, the project site is outside the species' breeding range.
Lesser sandhill crane <i>Antigone canadensis canadensis</i>	—	SSC	Breeds in Arctic wetlands, often at edges with shrubby or forested upland habitats. Roosts in shallow freshwater and forages in agricultural areas or wetlands.	No potential	No suitable aquatic or foraging habitat is present within or adjacent to the project site. Additionally, the project site is outside the species' breeding range.
Greater sandhill crane <i>Antigone canadensis tabida</i>	—	FP	Breeds in wetlands, often at edges with shrubby or forested upland habitats, in the northern United States. Roosts in shallow freshwater and forages in agricultural areas or wetlands.	No potential	No suitable aquatic or foraging habitat is present within or adjacent to the project site. Additionally, the project site is outside the species' breeding range.
California least tern <i>Sterna antillarum browni</i>	FE	SE/FP	Nests on beaches, mudflats, and sand dunes, often near river mouths and estuaries.	No potential	The project site is outside the species' current known range along the San Francisco Bay.

Common and Scientific Name	Legal Status ¹		Habitat Requirements	Potential for Occurrence in the Project Site ²	Rationale
	Federal	State			
Black tern <i>Chlidonias niger</i>	—	SSC	Nests in emergent vegetation in large freshwater marshes. During the nonbreeding season, forages in a variety of waterbodies (e.g., oceans, flooded fields, estuaries) along coastlines.	No potential	No suitable aquatic habitat is present within or adjacent to the project site.
Least bittern <i>Ixobrychus exilis</i>	—	SSC	Breeds in tall aquatic vegetation in freshwater and brackish marshes. Winter in saltwater and freshwater wetlands in southern, coastal United States and Mexico.	No potential	No suitable aquatic habitat is present within or adjacent to the project site.
American white pelican <i>Pelecanus erythrorhynchos</i>	—	SSC	Breeds on islands in freshwater lakes or wetlands, primarily in the northern Great Plains. Forages in lakes, rivers, and wetlands in breeding range and during migration.	No potential	No suitable aquatic habitat is present within or adjacent to the project site. Additionally, the project site is outside the species' breeding range.
White-tailed kite <i>Elanus leucurus</i>	—	FP	Nests in shrubs (in Sacramento San-Joaquin Delta) and trees adjacent to grasslands oak woodland, and edges of riparian habitats. Roosts communally.	Unlikely	While the large-stature trees at the project site could support nesting, successful nests for this species are typically greater than 300 feet from roadways and surrounded by natural vegetation, and the project site is within 300 feet of Fite Circle and U.S. 50. No suitable foraging habitat is present within the project site. The nearest CNDDDB records are along the American River, 1 mile or farther from the project site (CDFW 2025).
Golden eagle <i>Aquila chrysaetos</i>	—	FP	Nests on cliffs or large trees with an expansive view of the surrounding area. Requires open areas for foraging	No potential	There is no suitable nesting or foraging habitat within or adjacent to the project site.
Northern harrier <i>Circus hudsonius</i>	—	SSC	Meadows, grasslands, open rangelands, desert sinks, fresh and saltwater emergent wetlands. Nests on ground, usually at marsh edge. Mostly nests in emergent wetland or along rivers or lakes, but may nest in grasslands, grain fields, or on sagebrush flats several miles from water.	No potential	There is no suitable nesting or foraging habitat within or adjacent to the project site. No CNDDDB-documented records occur within 10 miles of the project site (CDFW 2025).
Bald eagle <i>Haliaeetus leucocephalus</i>	FD	SE/FP	Nests and winters along ocean shores, lake margins, and rivers. Nests in tall trees within 1 mile of permanent water.	Unlikely	The nearest large river suitable for bald eagle foraging or nesting is 0.4 mile from the project site.

Common and Scientific Name	Legal Status ¹		Habitat Requirements	Potential for Occurrence in the Project Site ²	Rationale
	Federal	State			
Swainson's hawk <i>Buteo swainsoni</i>	—	ST	Breeds in grasslands with scattered trees, juniper-sage flats, riparian areas, savannahs, and agricultural or ranch lands with groves or lines of trees. Requires adjacent suitable foraging areas, such as grasslands, or alfalfa or grain fields supporting rodent populations.	Unlikely	While the large-stature trees at the project site could support nesting, successful nests for this species are typically closer to suitable foraging areas. No suitable grassland foraging habitat is present within or adjacent to the project site. No suitable foraging habitat is present within the project site.
Burrowing owl <i>Athene cunicularia</i>	—	SCE/SSC	Nests and forages in grasslands, agricultural fields, and low scrub habitats, especially where ground squirrel burrows are present; occasionally inhabit artificial structures and small patches of disturbed habitat.	Unlikely	No suitable habitat is present within the project site, and the ruderal grass along the channel south of the project site is regularly mown. No potentially suitable burrows were observed during the site reconnaissance survey on May 7, 2025. The nearest CNDDDB-documented occurrence is approximately 1 mile south of the project site.
Long-eared owl <i>Asio otus</i>	—	SSC	Nests in forests near open meadows. Roosts in dense vegetation. Forages in open areas in grasslands, shrublands, or woodlands.	Unlikely	The project site is outside the species' breeding range. The species could use large-stature trees within the project site for roosting but is more likely to roost in less-disturbed areas with high-quality foraging habitat in the vicinity. No CNDDDB-documented records occur within 5 miles of the project site (CDFW 2025).
Short-eared owl <i>Asio flammeus</i>	—	SSC	Large, open areas, including grasslands, wetlands, and agricultural fields.	No potential	Suitable habitat is not present within or adjacent to the project site.
Loggerhead shrike <i>Lanius ludovicianus</i>	—	SSC	Open areas (e.g., agricultural fields, pastures, grassland) with occasional shrubs or small trees. Often perch on fence lines, utility poles, or thorny shrubs.	No potential	Grass areas within the vicinity of the project site are not expansive enough to provide suitable loggerhead shrike habitat. Additionally, no CNDDDB-documented records occur within 10 miles of the project site (CDFW 2025).
Bank swallow <i>Riparia riparia</i>	—	ST	Breeds in open lowland areas near bodies of water. Build nests, often in large colonies, in vertical banks and bluffs. These colonies are usually made in fairly loose soils that are easy for the birds to burrow into.	No potential	No suitable nesting or foraging habitats are present within or adjacent to the project site.
Purple martin <i>Progne subis</i>	—	SSC	In the west, breeds colonially along woodland edges, in forest clearings, and in desert with large cacti. Forages in a variety of habitats, including urban areas, parks, and wetlands.	Unlikely	No suitable nesting habitat is present within or adjacent to the project site. The species may forage in urban areas, but no CNDDDB-documented records occur within 5 miles of the project site (CDFW 2025).

Common and Scientific Name	Legal Status ¹		Habitat Requirements	Potential for Occurrence in the Project Site ²	Rationale
	Federal	State			
Grasshopper sparrow <i>Ammodramus savannarum</i>	—	SSC	Typically occurs in grasslands, prairies, hayfields, and open pastures with little to no scrub cover and often with some bare ground. Nests on the ground, often at the base of a clump of grass within an extensive patch of tall grasses or sedges.	No potential	No suitable habitat is present within or adjacent to the project site. Grass in the area is regularly disturbed and maintained at heights too low for the species. No CNDDDB-documented records occur within 10 miles of the project site (CDFW 2025).
Song sparrow, Modesto population <i>Melospiza melodia</i>	—	SSC	Nests in dense vegetation near water, typically in emergent freshwater marshes. Forages opportunistically on the ground.	No potential	No suitable aquatic habitat is present within or adjacent to the project site. No CNDDDB records documented within the past 50 years occur within 10 miles of the project site (CDFW 2025).
Yellow-breasted chat <i>Icteria virens</i>	—	SSC	Nests in dense shrubby vegetation, typically along rivers. Winters in shrubsteppe, savanna, mangrove, or tropical scrub habitats in Mexico and Central America.	No potential	No suitable habitat is present within or adjacent to the project site.
Yellow-headed blackbird <i>Xanthocephalus xanthocephalus</i>	—	SSC	Nests in emergent vegetation in wetlands and shallow areas of marshes, ponds, and rivers.	No potential	No suitable habitat is present within or adjacent to the project site.
Tricolored blackbird <i>Agelaius tricolor</i>	—	ST/ SSC	Nests colonially in large, dense stands of freshwater marsh, riparian scrub, and other shrubs and herbs. Forages in grasslands and agricultural fields. Wintering populations concentrate in the Sacramento-San Joaquin Delta and the central coast in open rangeland.	No potential	No suitable habitat is present within or adjacent to the project site.
Yellow warbler <i>Setophaga petechia</i>	—	SSC	Thickets or second-growth riparian, often willow, habitats.	No potential	No suitable habitat is present within or adjacent to the project site.
Mammals					
Pallid bat <i>Antrozous pallidus</i>	—	SSC	Roosts in rock crevices, tree hollows, mines, caves, and a variety of anthropogenic structures, including vacant and occupied buildings. Buildings, mines, and natural caves are utilized as roosts. Occurrence is primarily in arid habitats.	Unlikely	Potential roosting habitat is available in the trees at the project site. Suitable roosting and foraging habitats are not present within the project site. The nearest CNDDDB-documented record is approximately 10 miles northeast of the project site (CDFW 2025).
Western red bat <i>Lasiurus frantzii</i>	—	SSC	Roosts in tree foliage in riparian areas.	No potential	No suitable habitat is present within or adjacent to the project site. No CNDDDB-documented records occur within 10 miles of the project site (CDFW 2025).

Common and Scientific Name	Legal Status ¹		Habitat Requirements	Potential for Occurrence in the Project Site ²	Rationale
	Federal	State			
American badger <i>Taxidea taxus</i>	—	SSC	Primarily occurs in dry, open areas of shrub, forest, and herbaceous habitats. Requires friable soils to dig large burrows for dens.	Unlikely	Habitat in the vicinity of the project site is low-quality with low connectivity. The nearest CNDDB-documented record is approximately 2.5 miles south of the project site (CDFW 2025).

Notes:

CNDDB = California Natural Diversity Database;

DPS = Distinct Population Segment;

ESU = Evolutionarily Significant Unit.

¹ Status explanations:

— = no listing.

Federal

FD = delisted under the federal Endangered Species Act.

FE = listed as endangered under the federal Endangered Species Act.

FPT = proposed for listing as threatened under the federal Endangered Species Act.

FT = listed as threatened under the federal Endangered Species Act.

State

FP = Fully Protected.

SCE = state candidate for listing as endangered under the California Endangered Species Act.

SE = listed as endangered under the California Endangered Species Act.

SSC = state species of special concern.

ST = listed as threatened under the California Endangered Species Act.

Sources: CDFW (2025), USFWS (2025)

² Potential for occurrence categories defined:

Unlikely = The project site is located within the species' range, and only poor quality habitat occurs on or adjacent to the project site, or the project site is characterized by features that limit the likelihood of a species' occurrence; the project site is not expected to support these species. The species may or may not have been recorded within 5 miles of the project site.

No Potential = The project site is located outside the species' geographic or elevational range or no suitable habitat for the species is present within or immediately adjacent to the project site.

3.5 CULTURAL RESOURCES

ENVIRONMENTAL ISSUES	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
V. Cultural Resources. Would the project:				
a) Cause a substantial adverse change in the significance of a historical resource pursuant to § 15064.5?	☐	☐	☐	☒
b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to § 15064.5?	☐	☒	☐	☐
c) Disturb any human remains, including those interred outside of formal cemeteries?	☐	☒	☐	☐

3.5.1 SETTING

The project site consists of a tilt-up concrete light industrial building with paved parking area and drive aisles at 3127 Fite Circle in the city of Rancho Cordova. The building was constructed in 1981 and is not currently listed as a historical resource. Historically, the project site was part of a 35-acre farmstead planted with hay fields. The farmstead was still extant in 1980, but this property and the neighboring properties to the east were sold at this time. The former farmlands were rezoned as light industrial and the first buildings in the newly planned industrial park, including the building at 3127 Fite Circle, were constructed in 1981 (NETR 2025; USGS 1980).

The project site lies within the ethnographic territory of the Nisenan, who primarily occupied lands east of the Sacramento River. See Section 3.18, “Tribal Cultural Resources” for ethnohistoric context for the project site (Wilson and Towne 1978: 387).

3.5.2 RESEARCH METHODOLOGY

BACKGROUND RESEARCH

Records Search

AECOM requested a records search on April 30, 2025 of pertinent cultural resources information curated by the North Central Information Center (NCIC) of the California Historic Resources Information System at California State University, Sacramento. The records search response on April 30, 2025 (NCIC File No. SAC-25-83) included reviews of previously conducted studies and known cultural resources within a 0.25-mile radius of the project site.

The records search assesses the cultural sensitivity of the area by verifying the documentation of known cultural resources at, or adjacent to, the project site and thus assesses the likelihood of the presence of unrecorded cultural resources. This assessment is based on the historical references and the distribution of previously recorded resources in the vicinity of the project site and developing a context for the identification and preliminary evaluation of cultural resources that may be present within the project site.

No previously recorded cultural resources were identified within or adjacent to the project site. Two previously recorded built environment cultural resources were identified within a 0.25-mile radius of the project site. The Sacramento Valley Railroad, California's first passenger railroad (P-34-000455) which parallels Folsom Boulevard and the Old Mills Winery (P-34-003387) (see Table 3.5-1). Two previous cultural studies were conducted within a 0.25-mile radius of the project site (see Table 3.5-2) (NCIC File No. SAC-25-83).

Table 3.5-1. Known Cultural Resources within 0.25 miles of Project Site

Primary Number	Resources Name and Description	Distance from Project Site
P-34-000455	Sacramento Valley Railroad, completed in 1856.	0.25 miles north from the project site
P-34-003387	Old Mills Winery at 9857 Horn Road, Sacramento. Includes several 1927-constructed winery buildings with modern infill.	Southern parcel boundary is 0.17 miles northwest from the project site

Notes: NRHP = National Register of Historic Places
Source: NCIC 2025; Data compiled by AECOM 2025.

Table 3.5-2. Previous Studies Conducted within 0.25 miles of the Project Site

NCIC Report No	Report Title	Author and Date
06092	Archaeological and Architectural Inventory and Determination of Eligibility and Effect of the Butterfield to Mather Field Light Rail Extension and Brighton Bridge Double Tracking Project	Jones & Stokes Associates, Inc. 1995
14291	Section 106 Review of Federally Funded Residential Rehabilitation Project at 3146 Redcoat Lane, City of Rancho Cordova, Sacramento County	Heisler, Stefan 2023

Notes: NCIC = North Central Information Center; All reports are on file at the NCIC
Source: NCIC 2025; Data compiled by AECOM 2025

The Native American Heritage Commission (NAHC) was contacted on April 30, 2025 to request a Sacred Lands File search for known cultural and tribal cultural resources within or near the project site. Results of the search returned by the NAHC on May 1, 2025, and was negative for Native American cultural resources in the project vicinity.

Because the full extent of the project site is paved and no native soils are visible, a pedestrian survey for surface archaeological resources was not conducted. In addition, the 1981-constructed building on the project site does not meet the recommended minimum age threshold of 50 years for potential historical significance as a CEQA historical resource.

3.5.3 DISCUSSION

a) Cause a substantial adverse change in the significance of a historical resource pursuant to § 15064.5?

No Impact. No historical resources have been identified on the project site. Typically, for a building to be considered of historic age for potential historical significance requires an age of at least 50 years. The light industrial building on the project site was built in 1981 and is not of historic age. It has not been previously evaluated as a historical resource, but it does not meet the recommended age threshold for potential historical significance. There is nothing in the historic record that indicates this building has exceptional importance that

would meet the threshold of a historical resource for CEQA. In addition, even if this 1981-constructed building was found to be a historical resource, installation of the digital billboard structure would not affect this building because the monopole location is approximately 200 feet to the southeast of the building. Therefore, the proposed project would result in no impact on historical resources.

b) Cause a substantial adverse change in the significance of an archaeological resource pursuant to § 15064.5?

Less than Significant with Mitigation Incorporated. The proposed project would involve ground disturbance to install a monopole to support the electronic billboard. An auger would be used to bore a 5-foot-diameter hole to approximately 30 feet below the ground surface and backfilled with concrete to provide support for the pole. An approximately 1.5-foot-deep by 1-foot-wide utility trench would be excavated from the proposed sign to the adjacent building on the project site for a new underground electrical line. No significant archaeological resources have been identified on the project site. Based on the results of the records search and disturbed native soils from decades of farming, there is low potential that buried archaeological resources would be encountered during ground-disturbing activities for the proposed project. Despite the limited extent of ground disturbance, if archaeological resources were encountered during these ground-disturbing activities, this impact could be **potentially significant**.

Mitigation Measure CUL-1: Accidental Damage and Discovery Protocols

The project applicant or its contractor shall retain a qualified archaeologist to undertake the tasks specified within this mitigation measure. In the event that suspected precontact or historic-period archaeological resources are encountered during debris removal, demolition, excavation, and/or grading of the site, all activity within a 50-foot radius of the find shall be stopped, the project applicant or designee shall be notified, and the qualified archaeologist shall examine the find. Project personnel shall not collect or move any cultural material. The archaeologist shall evaluate the find(s) to determine if it meets the definition of a historical, unique archaeological, and/or tribal cultural resource and follow the further procedures outlined below:

- If the finds do not meet the definition of a historical resource or unique archaeological resource, no further study or protection is necessary prior to resuming project implementation.
- If the find(s) does meet the definition of a historical resource or unique archaeological resource, then it should be avoided by project activities. If avoidance is not feasible, as determined by the City of Rancho Cordova, the qualified archaeologist in consultation with the City, shall make appropriate recommendations regarding the treatment and disposition of such finds, and significant impacts to such resources shall be mitigated in accordance with the recommendations of the archaeologist prior to resuming construction activities within a 50-foot radius.
- If human remains are encountered, project work shall stop in the vicinity of the remains and, as required by law, the Sacramento County Coroner would be notified immediately. An archaeologist also would be contacted to evaluate the find. If the human remains were determined of Native American origin, the coroner would need to notify the Native American Heritage Commission (NAHC) within 24 hours of that determination. Pursuant to Public Resources Code Section 5097.98, the NAHC, in turn, would immediately contact a Most Likely Descendent (MLD). The MLD would have 48 hours to inspect the site and recommend treatment of the remains. The project applicant and

City shall coordinate with the MLD in good faith to find a respectful resolution to the situation and entertain all reasonable options regarding the descendants' preferences for treatment.

- Recommendations for treatment and disposition of finds could include, but are not limited to, the collection, recordation, and analysis of any significant cultural materials, or the turning over of tribal cultural resources to tribal representatives for appropriate treatment. A report of findings documenting any data recovery shall be submitted to the Northwest Information Center (NWIC).

SIGNIFICANCE AFTER MITIGATION

Because this mitigation measure requires stopping work within the area of any potential find(s), and requires that a qualified archaeologist inspect the find and, in consultation with the City, make recommendations for avoiding or reducing impacts, implementation of Mitigation Measure CUL-1 would reduce impacts of the proposed project to undiscovered archaeological resources to **less than significant with mitigation incorporated**.

c) Disturb any human remains, including those interred outside of formal cemeteries?

Less than Significant with Mitigation Incorporated. Although a low potential would exist, the possibility of encountering human remains cannot be discounted. However, this impact would be reduced to a less-than-significant level with implementation of Mitigation Measure CUL-1 because this mitigation measure requires stopping work within the area of any potential find(s), and requires that a qualified archaeologist inspect the find and, in consultation with the City, make recommendations for avoiding or reducing impacts.

3.6 ENERGY

ENVIRONMENTAL ISSUES	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
VI Energy. Would the project:				
a) Result in potentially significant environmental impact due to wasteful, inefficient, or unnecessary consumption of energy resources, during project construction or operation?	☐	☐	☒	☐
b) Conflict with or obstruct a state or local plan for renewable energy or energy efficiency?	☐	☐	☐	☒

3.6.1 SETTING

Electric services in the project area are provided by the Sacramento Municipal Utility District (SMUD). SMUD has served Sacramento County since 1946 and is the nation's sixth-largest community-owned electric utility (SMUD 2023). SMUD delivers electricity to an approximately 900 square-mile area within Sacramento County, serving 1.5 million people. SMUD's primary power sources are hydroelectric, natural gas, geothermal, and wind (SMUD 2023). Pacific Gas and Electric Company (PG&E) provides natural gas within the city of Rancho Cordova. The project would not require natural gas for operations, so PG&E's capacity to supply natural gas is not discussed further in this Initial Study.

3.6.2 DISCUSSION

a) Result in potentially significant environmental impact due to wasteful, inefficient, or unnecessary consumption of energy resources, during project construction or operation?

Less than Significant. Energy efficiency is a possible indicator of environmental impacts. The actual adverse physical environmental effects of energy use and the efficiency of energy use are detailed throughout this IS/MND in the environmental topic-specific sections. For example, the use of energy associated with electricity consumption leads to indirect greenhouse gas (GHG) emissions, the impacts of which are addressed in Section 3.8, Greenhouse Gas Emissions. There is no physical environmental effect associated with energy use that is not addressed in the environmental topic-specific sections of this IS/MND.

Project activities would increase energy consumption for the two week construction duration in the form of fossil fuels (e.g., gasoline, diesel fuel). Transportation energy use during construction would be associated with the transport and use of construction equipment (off-road), delivery and haul trucks (on-road), and construction employee passenger vehicles (on-road). Construction-related energy consumption would be limited to the short duration of construction (two weeks) and would cease upon completion of construction activities. Project operations would result in energy consumption from the use of electricity to operate the billboards and minor fuel consumption related to the infrequent maintenance-related vehicle trips. As described in Section 2, Project Description, the billboard would be operated 24 hours a day, seven days a week, 365 days a year, and the brightness of the billboard would automatically adjust up or down based on ambient light conditions.

Due to the short and temporary nature of construction, the anticipated equipment and minor construction work required for this project type, the project would not include unusual characteristics that would necessitate the use of construction equipment that is less energy-efficient than the equipment used at comparable construction sites. In addition, construction contractors are required, in accordance with Mitigation Measure AIR-1 and the CARB Airborne Toxic Control Measure for Diesel-Fueled Commercial Motor Vehicle Idling, to minimize the idling time of construction equipment and trucks by shutting equipment off when it is not in use and limit idling time to a maximum of 5 minutes. Per Mitigation Measure AIR-1, construction contractors would also be required to maintain and properly tune all construction equipment in accordance with manufacturers' specifications. These required practices would limit wasteful and unnecessary energy consumption.

Operational energy consumption would also be minor and limited to electricity to power the billboard (33,945 kilowatt-hours per year (KWH/year) and minor fuel consumption associated with infrequent maintenance-related vehicle trips (see Section 3.8.2). Because the project will connect to an existing subsurface electrical line and panel that provides service to the project property's building, no ancillary electrical transformers or infrastructure is needed for this project that could increase electricity consumption or generate unnecessary energy consumption. Therefore, energy consumption associated with construction and operation of the project would not be inefficient, wasteful, or unnecessary and this impact would be **less than significant**.

b) Conflict with or obstruct a state or local plan for renewable energy or energy efficiency?

No Impact. The project would not use land that was otherwise slated for renewable energy production and does not otherwise conflict with any state or local renewable energy plans. As described previously, the project's operational energy demand would be limited to electricity consumption from the operation of the digital billboard and minor fuel consumption associated with infrequent maintenance-related vehicle trips. In addition, on-road and off-road equipment used during construction and maintenance of the digital billboard would comply with applicable off-road equipment and on-road vehicle regulations, which impose limits on idling and fuel use specifications and ensure fuel is used efficiently. The digital billboards would also be equipped with light emitting diode (LED) lights that are Underwriters Laboratories Environmental (UL-E) Green Leaf certified (Watchfire Signs 2025). Underwriters Laboratories (UL) and UL-E, working with the California Energy Commission and sign industry representatives, developed the program to assist sign manufacturers with testing and certifying products for their compliance with a variety of energy efficiency requirements, including those within Title 24 of the California Energy Commission's Building Energy Efficiency Standards (Watchfire Signs 2011). Therefore, the project would not conflict with or obstruct any state or local plans for renewable energy or energy efficiency and there would be **no impact**.

3.7 GEOLOGY AND SOILS

ENVIRONMENTAL ISSUES		Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
VII. Geology and Soils. Would the project:					
a) Directly or indirectly cause potential substantial adverse effects, including the risk of loss, injury, or death involving:					
i) Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? (Refer to Division of Mines and Geology Special Publication 42.)		☐	☐	☐	☒
ii) Strong seismic ground shaking?		☐	☐	☒	☐
iii) Seismic-related ground failure, including liquefaction?		☐	☐	☒	☐
iv) Landslides?		☐	☐	☐	☒
b) Result in substantial soil erosion or the loss of topsoil?		☐	☐	☒	☐
c) Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction, or collapse?		☐	☐	☒	☐
d) Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial direct or indirect risks to life or property?		☐	☐	☒	☐
e) Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?		☐	☐	☐	☒
f) Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?		☐	☒	☐	☐

3.7.1 SETTING

GEOLOGY AND PALEONTOLOGICAL RESOURCES

The project site is situated in the southeastern Sacramento Valley, within the Great Valley Geomorphic Province. The Great Valley is a forearc basin composed of thousands of feet of sedimentary deposits that has undergone periods of subsidence and uplift over millions of years. Overlying the thick sequence of sedimentary rock units that form the deeply buried bedrock units in the mid-basin areas of the valley are shallower Holocene (11,700 years Before Present [B.P.] to Present Day) and Pleistocene-age (2.8 million years B.P. to 11,700 years B.P.)

alluvial deposits. At the project site, this alluvium is composed of sediments from the Sierra Nevada to the east that were carried by water and deposited on the valley floor.

Based on a review of geologic mapping prepared by Gutierrez (2011), the native deposits at the project site consist of the Riverbank Formation. This formation is of late Pleistocene age (approximately 130,000–450,000 years B.P.) (Helley and Harwood 1985). The Riverbank Formation is composed of weathered reddish gravel, sand, and silt comprising older alluvial fans and terraces of the American River and other major rivers and streams in the Sacramento Valley (Helley and Harwood 1985).

A records search of the U.C. Berkeley Museum of Paleontology (UCMP) was performed by AECOM in March 2025; there are no recorded fossil localities within the project site (UCMP 2025). Nine recorded vertebrate fossil localities have been recorded in the Sacramento area from sediments referable to the Riverbank Formation, including a Teichert Gravel Pit approximately 5 miles south of the project site. These localities have yielded the remains of a Rancholabrean-age mammoth, bison, camel, coyote, horse, Harlan's ground sloth, mammoth, antelope, deer, rabbit, woodrat, fish, mole, mice, squirrel, snake, and gophers, dire wolf, frog, Pacific pond turtle, and the family Anatidae (i.e., ducks, geese, and swans) (Jefferson 1991, UCMP 2025, Kolber 2004, Hilton et al. 2000, Helley and Harwood 1985). Numerous additional vertebrate fossil localities exist from the Riverbank Formation and similar unnamed Rancholabrean-age alluvial sediments in Yolo, San Joaquin, Merced, Stanislaus, Fresno, and Madera counties (UCMP 2025).

Based on paleontological sensitivity guidelines published by the Society of Vertebrate Paleontology (2010), because of the large number of vertebrate fossils that have been recovered from the Riverbank Formation it is considered to be of high paleontological sensitivity.

SEISMICITY

Geologists have determined that the greatest potential for surface fault rupture and strong seismic ground shaking is from active faults; that is, faults with evidence of activity during the Holocene epoch (i.e., the last 11,700 years). The southeastern end of the Sacramento Valley, where the project site is located, historically has not been seismically active (U.S. Geological Survey 2025). The Alquist-Priolo Earthquake Fault Zoning Act (Alquist-Priolo Act) was created to help reduce the loss of life and property from an earthquake by prohibiting the construction of structures designed for human occupancy across the traces of active faults. The project site is not located within or near a fault designed under the Alquist-Priolo Act, or any other known active or potentially active fault (California Geological Survey [CGS] 2022, Jennings and Bryant 2010). Earthquake shaking hazards have been calculated by the Working Group on California Earthquake Probabilities by projecting earthquake rates based on earthquake history and fault slip rates, the same data used for calculating earthquake probabilities. The probabilistic *Earthquake Shaking Potential for California* (Branum et al. 2016) indicates that the project site is rated with a low potential shaking hazard intensity (i.e., an estimated peak horizontal ground acceleration of approximately 0.35g). Regions in the low intensity categories are distant from known, active faults and are projected to experience lower levels of shaking less frequently.

The Geotechnical Investigation Report for the proposed project site conducted by Mid-Pacific Engineering, Inc (MPE 2025) indicates that the closest active fault mapped by the USGS is the Great Valley 4a, Trout Creek fault, located approximately 37 miles west of the project site.

Free groundwater was not encountered during the MPE field borings at the site to a depth of 7.5 feet bgs (MPE 2025). The groundwater table is relatively deep: approximately 95 feet below the ground surface (California Department of Water Resources [DWR] 2023). Furthermore, the site is composed of stable, Pleistocene-age deposits (Gutierrez 2011); and the project site and the surrounding area are flat.

SOILS

The project site consists of a paved parking lot that is part of an office/light industrial park developed in the 1980s. Therefore, it is anticipated that below the asphalt pavement, compacted, graded material is present that likely consists of a mixture of native soils and imported fill material to a depth of approximately 3 feet.

A review of U.S. Natural Resources Conservation Service (NRCS) soil survey data indicates that the project site is composed of the Urban land-Natomas complex, 0 to 2 percent slopes soil type (NRCS 2024). Urban soils have been altered or obscured by urban works and structures; buildings and pavement cover more than 85 percent of the surface of this soil type. Therefore, Urban Land is not rated by the NRCS in terms of soil characteristics. The Natomas soil that is part of the soil complex at the project site is composed of loam, has a low shrink-swell potential, and a moderate surface water runoff potential (NRCS 2024).

Near-surface earth materials encountered in two on-site soil borings advanced on March 26, 2025 for the Geotechnical Investigation Report for this project (MPE 2025) consisted primarily of stiff, silty clay to an approximate depth of three feet below ground surface (bgs). Below this depth, silty gravel with sand layer, traced cobble was encountered. The gravelly layer was dense to very dense. Drilling auger refusals were encountered at depths of approximately 6 and 7.5 feet bgs.

3.7.2 DISCUSSION

- a) **Directly or indirectly cause potential substantial adverse effects, including the risk of loss, injury, or death involving:**
- i) **Rupture of a known earthquake fault, as delineated on the most recent Alquist-Priolo Earthquake Fault Zoning Map issued by the State Geologist for the area or based on other substantial evidence of a known fault? (Refer to Division of Mines and Geology Special Publication 42.)**

No Impact. Surface rupture is an actual cracking or breaking of the ground along a fault during an earthquake and is generally limited to a linear zone a few yards wide. The project site is not located within an Alquist-Priolo Earthquake Fault Zone, nor is the site located within or immediately adjacent to the trace of any other known fault; therefore, surface fault rupture at the project site is unlikely. The geotechnical investigation report for the project site concluded that the potential for ground rupture at the site in the event of a seismic event is unlikely. Thus, there would be **no impact**.

- ii) **Strong seismic ground shaking?**

Less than Significant. The proposed project would install two digital advertising billboards on a vacant parcel located in a relatively low intensity ground-shaking zone. These structures would be required to follow the seismic standards of the most recent version of the California Building Code, which requires measures to ensure that structures can withstand the maximum expected ground shaking without catastrophic failure. Therefore, the

proposed project would not directly or indirectly cause potential substantial adverse effects, including the risk of loss, injury, or death involving strong seismic ground shaking.

The site-specific geotechnical report by MPE was submitted to the City for review as part of the applicant's permit application. The project applicant is required by the CBC and the City to implement the engineering and design recommendations related to seismic, soils, and other geologic considerations at the project site that are contained in the geotechnical report. Results of the Geotechnical Investigation Report indicate that the project site is not within a current earthquake fault zone or another area known to possess a significant geologic risk to site development. MPE anticipates conventional grading practices may be used for most site earthwork activities, and that a drilled, cast-in-place concrete pier may be used for support of the proposed billboard (MPE 2025). Therefore, impacts from strong seismic ground shaking would be **less than significant**.

iii) Seismic-related ground failure, including liquefaction?

Less than Significant Impact. The project site is composed of stable, late Pleistocene-age deposits consisting of the Riverbank Formation (Gutierrez 2011). The depth to groundwater at the project site is relatively deep—approximately 95 feet below the ground surface (DWR 2023), and there is a low potential for strong seismic ground shaking (Branum et al. 2016). The Geotechnical Investigation Report indicates that due to the existence of very dense gravelly materials, it is MPE's opinion that seismically induced ground subsidence will be negligible. The Geotechnical Investigation Report also indicates that the project site is not located within a State Designated Seismic Hazard Zone for liquefaction, and due to the absence of groundwater and the existence of very dense gravelly soils, liquefaction potential at this site is low. Thus, there would be a **less-than-significant** impact for seismic ground failure and liquefaction.

iv) Landslides?

No Impact. The project site and the surrounding area are flat. Thus, there is no potential for landslides, and there would be **no impact**.

b) Result in substantial soil erosion or the loss of topsoil?

Less-than-Significant Impact. Based on a review of NRCS soil data, the project site consists of the Urban land-Natomas complex, 0 to 2 percent slopes soil type. Urban Land is not rated by the NRCS, but the Natomas loam soil type is rated with a moderate water erosion hazard (NRCS 2024).

Project-related construction would involve minor earthmoving activities associated with excavation of a 5-foot-diameter hole that would be bored approximately 30 feet below the ground surface, for the pole that would support the digital sign. Also, an approximately 1.5-foot-deep utility trench would be excavated to connect the digital sign with existing electrical power at the adjacent building. A total of approximately 42 cubic yards of soil would be excavated and removed from the project site. Because project-related construction would disturb less than 1 acre of land, a State Water Resources Control Board Stormwater Pollution Prevention Plan is not required. Furthermore, because the proposed project would involve excavation and disposal of less than 350 cubic yards of material, a grading and erosion control permit from the City is not required per Rancho Cordova Municipal Code Section 16.44.060. Because the proposed project would involve such a small amount of excavation, and the excavated material would be immediately placed into trucks and transported off the project site for disposal at a

facility permitted to accept clean fill, substantial soil erosion would not occur, and this impact would be less than significant.

- c) **Be located on a geologic unit or soil that is unstable, or that would become unstable as a result of the project, and potentially result in on- or off-site landslide, lateral spreading, subsidence, liquefaction, or collapse?**

Less-than-Significant Impact. NRCS soil survey data indicates that the project site is composed of the Urban land-Natomas complex, 0 to 2 percent slopes soil type (NRCS 2024). The area where project-related construction would occur is composed of asphalt pavement likely underlain by engineered compacted soil that was designed to provide foundational support for the existing parking lot. Native Natomas loam soil is expected to be present at depths below approximately 3 feet. The NRCS has not rated the Natomas loam soil type with any substantial limitations for construction (NRCS 2024). Furthermore, the Natomas loam soil is derived from the Riverbank Formation, which is a stable, well-cemented, Pleistocene-age rock formation.

The site-specific Geotechnical Investigation Report submitted to the City for review as part of the applicant's permit application includes engineering and design recommendations related to seismic, soils, and other geologic considerations at the project site to minimize and reduce construction impacts including excavation trench backfill placement and compaction considerations, and sign pole drilled pier foundation caving prevention methods. Therefore, any unstable soil that is present during project construction would be addressed through implementation of recommendations contained in the Geotechnical Investigation Report. Thus, this impact would be **less than significant**.

- d) **Be located on expansive soil, as defined in Table 18-1-B of the Uniform Building Code (1994), creating substantial direct or indirect risks to life or property?**

Less-than-Significant Impact. NRCS soil survey data indicates that the project site is composed of the Urban land-Natomas complex, 0 to 2 percent slopes soil type (NRCS 2024). The area that would be excavated for the digital sign support post and the utility trench consists of a paved parking lot that is part of an office/light industrial park developed in the 1980s. It is anticipated that below the asphalt pavement, compacted, graded material is present that likely consists of a mixture of native soils and imported fill material (Urban Land). Because this material was emplaced for use as a parking lot foundation, likely to a depth of approximately 3 feet, the soil is not likely to be expansive. Below that depth, native Natomas loam soil is assumed to be present. NRCS soil survey data indicate that the Natomas loam soil has a low shrink-swell potential (NRCS 2024). The project-specific Geotechnical Investigation Report indicates that based on limited thickness of clay soils encountered during the field investigation and the proposed pier foundation for the digital sign that expansive soils should not be a significant factor in sign development, provided further the recommendations of this report are followed. Therefore, if any expansive soil is present (which is unlikely) construction in expansive soil would be addressed through implementation of recommendations contained in the geotechnical report. Thus, this impact would be **less than significant**.

- e) **Have soils incapable of adequately supporting the use of septic tanks or alternative waste water disposal systems where sewers are not available for the disposal of waste water?**

No Impact. The proposed project consists of a digital sign, which does not require or include wastewater treatment. Temporary, portable restrooms would be provided for construction workers during the construction phase. Thus, there would be no impact.

- f) **Directly or indirectly destroy a unique paleontological resource or site or unique geologic feature?**

UNIQUE GEOLOGIC FEATURES

No Impact. A unique geologic feature consists of a major natural element that stands out in the landscape, such as a large and scenic river, gorge, waterfall, volcanic cinder cone, lava field, or glacier. These features are considered outstanding examples that are regarded as the best of their kind. The project site and the surrounding land is flat and is surrounded by office and light industrial buildings, paved parking areas, and associated urban landscaping. The proposed 60-foot-tall digital sign at the project site would not be visible from the American River due to the intervening distance (approximately 0.5 mile at the closest point), buildings, and tall landscape trees. There are no unique geologic features at the project site or within the project viewshed; thus, there would be **no impact**.

UNIQUE PALEONTOLOGICAL RESOURCES

Less-than-Significant with Mitigation Incorporated. As described in Section 3.7.1 above, a review of geologic mapping indicates that the project site is composed of the Riverbank Formation (Gutierrez 2011), which is considered to be of high paleontological sensitivity due to the number of vertebrate fossils that have been recovered from this formation in the Sacramento and San Joaquin Valleys. The surface area that would be excavated for the digital sign support post and the utility trench consists of a paved parking lot that is part of an office/light industrial park developed in the 1980s. It is anticipated that below the asphalt pavement, compacted, graded material is present that likely consists of a mixture of native soils and imported fill material to a depth of approximately 3 feet below the surface. Below this material, native Riverbank Formation deposits are assumed to be present. The proposed utility trench for the underground electrical line from the digital sign to the existing building would not be deep enough to encounter native Riverbank Formation materials. Project-related construction would include minor earthmoving activities associated with excavation of a 5-foot-diameter hole that would be bored approximately 30 feet below the ground surface, presenting an extremely low probability of encountering an intact vertebrate fossil specimen in the paleontologically sensitive Riverbank Formation. However, construction-related earthmoving activities at the project site could result in accidental damage to or destruction of unique paleontological resources, and this impact is considered **potentially significant**.

Mitigation Measure GEO-1: Avoid Impacts to Unique Paleontological Resources

To minimize the potential for destruction of or damage to previously unknown unique, scientifically important paleontological resources during earthmoving activities at the project site, the project applicant shall do the following:

- Prior to the start of earthmoving activities, retain either a qualified archaeologist or paleontologist to inform all construction personnel involved with earthmoving activities regarding the possibility of

encountering fossils, the appearance and types of fossils likely to be seen during construction, and proper notification procedures should fossils be encountered.

- If paleontological resources are discovered during earthmoving activities, the construction crew shall immediately cease work in the vicinity of the find and notify the project applicant and the City. The project applicant shall retain a qualified paleontologist to evaluate the resource and prepare a recovery plan. The recovery plan may include, but is not limited to, a field survey, construction monitoring, sampling and data recovery procedures, museum curation for any specimen recovered, and a report of findings. Recommendations in the recovery plan that are determined by the project applicant and the City to be necessary and feasible shall be implemented before construction activities can resume at the site where the paleontological resource or resources were discovered.

SIGNIFICANCE AFTER MITIGATION

Implementation of Mitigation Measure GEO-1 would reduce project-related impacts on unique paleontological resources to **Less than Significant with Mitigation Incorporated** because construction workers would be alerted to the possibility of encountering paleontological resources and, in the event that resources were discovered, fossil specimens would be recovered and recorded and would undergo appropriate curation.

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3.8 GREENHOUSE GAS EMISSIONS

ENVIRONMENTAL ISSUES	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
VIII.Greenhouse Gas Emissions. Would the project:				
a) Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?	☐	☐	☒	☐
b) Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases?	☐	☐	☒	☐

3.8.1 SETTING

Greenhouse gas (GHG) emissions play a critical role in determining the earth's surface temperature. A portion of the solar radiation that enters earth's atmosphere is absorbed by the earth's surface, and a smaller portion of this radiation is reflected back toward space. Infrared radiation (i.e., thermal heat) is absorbed by GHGs; as a result, infrared radiation released from the earth that otherwise would have escaped back into space is instead "trapped," resulting in a warming of the atmosphere. This phenomenon, known as the "greenhouse effect," is responsible for maintaining a habitable climate on Earth.

GHGs are present in the atmosphere naturally, are released by natural sources, and are formed from secondary reactions taking place in the atmosphere. The following are GHGs that are widely seen as the principal contributors to human-induced global climate change: carbon dioxide (CO₂), methane (CH₄), nitrous oxide (N₂O), hydrofluorocarbons (HFCs), perfluorocarbons (PFCs), and sulfur hexafluoride (SF₆).

Global warming potential (GWP) is a concept developed to compare the ability of each GHG to trap heat in the atmosphere relative to CO₂. The GWP of a GHG is based on several factors, including the relative effectiveness of a gas to absorb infrared radiation and length of time (i.e., lifetime) that the gas remains in the atmosphere ("atmospheric lifetime"). The GWP of each gas is measured relative to CO₂, the most abundant GHG. GHGs with lower emissions rates than CO₂ may still contribute to climate change because they are more effective at absorbing outgoing infrared radiation than CO₂ (i.e., high GWP). The concept of CO₂-equivalents (CO₂e) is used to account for the different GWP potentials of GHGs to absorb infrared radiation.

3.8.2 THRESHOLDS OF SIGNIFICANCE

On September 18, 2023, the City of Rancho Cordova adopted the Final Climate Action and Adaptation Plan (CAAP). The purpose of the CAAP is to identify strategies and measures the City can take to reduce GHG emissions to levels that align with the State's goals and set forth strategies to adapt and promote resilience to the impacts of climate change (City of Rancho Cordova 2024). To reduce communitywide emissions in alignment with statewide targets, the CAAP establishes a 2030 target of achieving a GHG emissions level of 36 percent below 2019 levels (438,300 metric tons [MT] CO₂e annually); and a 2045 goal of achieving a GHG emissions level of 81 percent below 2019 levels (129,300 MT CO₂e annually). To achieve the 2030 target and to make substantial progress toward the 2045 goal, the CAAP proposes a Strategy Framework consisting of 14 GHG

reduction strategies, 34 GHG emission reduction measures, and supporting actions in the following sectors: On-Road Transportation, Building Energy, Off-Road Vehicle and Equipment, Water and Solid Waste, and Carbon Sequestration. In June 2024, the CAAP was updated to clarify that the CAAP is not a qualified GHG reduction plan as defined under CEQA Guidelines §15183.5(b).

Therefore, for the purposes of determining whether the project's construction related and operational GHG emissions would result in a cumulatively considerable contribution to the cumulative impact of climate change, this analysis follows the guidance prepared by SMAQMD in its *Guide to Air Quality Assessment in Sacramento County* (CEQA Guide) (SMAQMD 2021). Table 3.8-1 lists the SMAQMD adopted thresholds of significance for GHG emissions.

Table 3.8-1. SMAQMD GHG Emissions CEQA Thresholds of Significance

Phase	Threshold
Construction	1,100 MT CO ₂ e per year
Operational	1,100 MT CO ₂ e per year and implementation of Tier 1 BMPs: BMP 1: no natural gas: projects shall be designed and constructed without natural gas infrastructure. BMP 2: Electric Vehicle (EV) ready: projects shall meet the current CalGreen Tier 2 standards, except all EV capable spaces shall be instead EV ready.

Source: SMAQMD 2021.

Notes:

BMP = best management practices; CalGreen = California Green Building Standards; CEQA = California Environmental Quality Act; CO₂e = carbon dioxide equivalents; GHG = greenhouse gas emissions; MT = metric tons

Since the project includes the installation of one digital, electrical sign and operational activities would be limited to electricity consumption, BMP 1 and 2, which prohibit natural gas infrastructure and require the installation of electric vehicle (EV)-ready spaces for land uses that generate vehicle trips, respectively, would not be applicable. Therefore, determining whether the project's construction related and operational GHG emissions may result in a cumulatively considerable contribution to the cumulative impact of climate change, is based on SMAQMD's threshold of 1,100 MT CO₂e per year (SMAQMD 2021).

3.8.2 DISCUSSION

a) **Generate greenhouse gas emissions, either directly or indirectly, that may have a significant impact on the environment?**

Less than Cumulatively Considerable Impact. The proposed project would generate GHG emissions during construction and operation from mobile exhaust emissions (i.e., direct GHG emissions) and energy source emissions from the generation of electricity to power the billboard (i.e., indirect GHG emissions).

Construction-related exhaust GHG emissions would be generated temporarily from off-road construction equipment, material delivery and haul trucks, and construction worker vehicles. As described in Section 2, Project Description, construction would occur over a 2-week duration and construction equipment would be limited to an auger, crane, and excavator. Material delivery and haul truck trips would only be required to deliver equipment and the monopole and to export approximately 42 cubic yards of soil and a small quantity of asphalt. SMAQMD has developed screening levels based on size of development at which 1,100 MT CO₂e per year would not be exceeded (SMAQMD 2021). Additionally, SMAQMD determined that projects below the GHG operational screening levels would not exceed the construction GHG threshold of significance if the project meets the

parameters in Chapter 3 of the CEQA Guide for the construction NO_x and PM screening level. Therefore, for projects that are smaller than the land use sizes in the GHG operational screening levels table, implement the SMAQMD's Tier 1 operational GHG BMPs, and also meet the air quality screening parameters outlined in Chapter 3 of the CEQA Guide regarding construction, construction and operational emissions may be considered less-than-cumulatively considerable. The SMAQMD operational screening levels table does not include a land use type that is directly applicable to the proposed project; however, the retail and commercial land use categories are considered a proxy for this evaluation because they are related to building square footage. The building size screening levels for retail and commercial uses range from 12,000 square feet to 65,000 square feet. As the proposed project would only construct a monopole and digital billboard and would not approach this level of development size, the proposed project would meet the GHG operational screening levels. As described above, the SMAQMD Tier 1 operational GHG BMPs are not applicable to the proposed project. Additionally, as described in Section 3.3, Air Quality, the proposed project would also meet the construction-related air quality screening parameters outlined in Chapter 3 of the CEQA Guide. Therefore, the project's construction GHG emissions result in a **less than cumulatively considerable** contribution to the cumulative impact of climate change.

Operational activities associated with the proposed project would result in GHG emissions strictly from energy source emissions from the proposed project's electricity demand and mobile source emissions as a result of billboard maintenance visits (e.g., once per week for the first 3 months of project operation, and then a maximum of 4 times per year). Daily electricity consumption is estimated to be approximately 93 kilowatt-hours. As described in Section 2, Project Description, the billboards would be operated 365 days a year and electricity would be supplied by SMUD. As such, the annual electricity consumption is estimated to be 33,945 kilowatt-hours per year. Based on SMUD's 2023 GHG intensity factor of 260 pounds CO₂e per megawatt-hour (SMUD 2023), this results in emissions of 4.0 MT CO₂e per year, which is well below the SMAQMD threshold of 1,100 MT CO₂e per year. Mobile source emissions generated by maintenance-related visits would similarly be minimal.

Therefore, the project's construction and operational GHG emissions would result in a **less than cumulatively considerable** contribution to the cumulative impact of climate change.

b) Conflict with an applicable plan, policy or regulation adopted for the purpose of reducing the emissions of greenhouse gases.

Less than Cumulatively Considerable Impact. The City of Rancho Cordova CAAP contains strategies and measures the City can take to reduce GHG emissions to levels that align with the State's goals and set forth strategies to adapt and promote resilience to the impacts of climate change. There are several CAAP strategies related to energy, most of which are related to energy use in commercial and residential buildings. None of the CAAP strategies and measures would be directly applicable to operation of the proposed digital billboard. Therefore, this analysis is based on an evaluation of statewide plans, policies, or regulations adopted for the purpose of reducing GHG emissions.

In accordance with State law, CARB developed the State's Climate Change Scoping Plan (2008) and Scoping Plan updates (2014, 2017, and 2022) to outline the State's strategy to reduce California's GHG emissions per Assembly Bill (AB) 32, Senate Bill (SB) 32, and AB 1279. CARB's Scoping Plan updates include measures that would indirectly address GHG emissions from construction activities, including the phasing in of cleaner technology for diesel engine fleets and the development of a Low Carbon Fuel Standard. Policies formulated under the mandate of AB 32 that apply to construction-related activities, either directly or indirectly, are assumed

to be implemented statewide and would affect the project should those policies be implemented before construction begins.

As described previously, the long-term generation of GHG emissions associated with the project would be limited to electricity consumption and infrequent maintenance-related vehicle trips. California established a Renewables Portfolio Standard, which requires retail sellers of electricity to meet specific goals of providing their energy supply from renewable sources. Per SB 100, electricity retailers are required to provide at least 60 percent of their supply from renewable sources by 2030. SB 100 also added the requirement that all state's electricity must come from carbon-free resources by 2045. Therefore, these requirements would continue to reduce the carbon content of electricity generation and would reduce GHG emissions associated with the project's electricity consumption.

Furthermore, the SMAQMD quantitative thresholds of significance for GHGs were developed with the intent to ensure at least 90 percent of new GHG emissions would be reviewed and assessed for mitigation, thereby contributing to GHG emissions reductions goals set forth by AB 32 and SB 32. As described in Section 3.8.3(a), the project would not exceed GHG emission thresholds established by SMAQMD, and the project would not include natural gas infrastructure or generate vehicle trips outside of maintenance-related vehicle trips. Due to the project's consistency with the above-described plans, as well as not exceeding thresholds of significance, the project would not conflict with applicable plans, policies, or regulations adopted for the purposes of reducing GHG emissions. This impact would result in a **less than cumulatively considerable** contribution to the cumulative impact of climate change.

3.9 HAZARDS AND HAZARDOUS MATERIALS

ENVIRONMENTAL ISSUES	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
IX. Hazards and Hazardous Materials.				
Would the project:				
a) Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?	☐	☐	☒	☐
b) Create a significant hazard to the public or the environment through reasonably foreseeable upset and/or accident conditions involving the release of hazardous materials into the environment?	☐	☐	☒	☐
c) Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?	☐	☐	☐	☒
d) Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code §65962.5 and, as a result, would it create a significant hazard to the public or the environment?	☐	☐	☐	☒
e) For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?	☐	☐	☒	☐
f) Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?	☐	☐	☐	☒
g) Expose people or structures, either directly or indirectly, to a significant risk of loss, injury, or death involving wildland fires?	☐	☐	☐	☒

3.9.1 HAZARDOUS MATERIALS

AECOM performed a search of publicly available databases maintained under Public Resources Code Section 65962.5 (i.e., the “Cortese List”) to determine whether any known hazardous materials are present either in or within 0.25 mile of the project site. These searches included the EnviroStor database maintained by the California Department of Toxic Substances Control (DTSC 2025), and the GeoTracker database maintained by the State Water Resources Control Board (SWRCB 2025). In addition, AECOM performed a search of the U.S. Environmental Protection Agency’s (U.S. EPA 2024) National Priorities List (Superfund) database.

The project site is not on the Cortese List (DTSC 2025, SWRCB 2025). The nearest open, active hazardous materials site is the L.P. Bradshaw Terminal approximately 0.75 mile west of the project site, which is a liquid petroleum facility owned by SFPP (a subsidiary of Kinder Morgan). Groundwater sampling data indicate that the contaminated groundwater plume from this site does not extend off-site towards the east (in the direction of the project site) (SWRCB 2025).

The nearest Superfund site is the former Mather Air Force Base (now operated by Sacramento County as Mather Airport), approximately 1 mile to the southeast (U.S. EPA 2024). The contaminated groundwater plumes from this site are limited to areas on and immediately adjacent to the former Air Force base; contaminated groundwater does not extend north underneath or near the project site (U.S. Air Force 2020).

On May 7, 2025 AECOM personnel also conducted an on-site reconnaissance survey of the outdoor areas of the proposed project parcel to assess potential releases of hazardous materials. This AECOM survey did not observe any evidence of a potential hazardous materials release to the ground on the project site property.

SCHOOLS

There are no schools within 0.25 mile of the project site. The nearest school is the General A.M. Winn Elementary School approximately 0.35 mile south of the project site, within the Lincoln Village residential area.

AIRPORTS

The runways at the publicly owned Sacramento Mather Airport are approximately 1.5 miles southeast of the project site. Mather Airport has a control tower, two asphalt/concrete runways that are approximately 11,300 and 6,081 feet long, respectively, along with two helipads. The runways and helipads are lighted. Mather Airport was formerly a military facility (Mather Air Force Base), which was decommissioned and is now a County-owned and operated public use airport. In 2018, there were 52 aircraft based at the field, and there were approximately 272 flights per day averaged over the 12-month period. Mather Airport accommodates large transport planes and high-performance military jets (AirNav 2024).

The project site is situated within the boundaries of the Mather Airport Land Use Compatibility Plan (ALUCP), in Review Area 1 (Environmental Science Associates 2022). Review Area 1 is composed of areas within the noise contours and safety zones for the airport. The project site is not situated within the airport's 60-dB Community Noise Equivalent Level (CNEL) or greater noise contours. The project site is situated within Safety Zone 6 (Airport Traffic Pattern Zone), which is the least hazardous of the airport safety zones.

Federal Aviation Administration Regulations (U.S. Code Title 14) Part 77, "Safe, Efficient Use, and Preservation of the Navigable Airspace," has been adopted as a means of monitoring and protecting the airspace required for safe operation of aircraft and airports. Part 77 recognizes that certain safety hazards to aircraft and airport operations may occur where a land use would, among other criteria, generate disorienting or strobing lights, create excessive glare, or generate electronic interference. Part 77 also sets forth restrictions on the height of structures in proximity to airports. The Mather ALUCP incorporates the Federal Aviation Administration Part 77 regulations.

WILDLAND FIRE HAZARDS

State Responsibility Areas (SRAs) are areas where the California Department of Forestry and Fire Protection (CAL FIRE) is the primary emergency response agency responsible for fire suppression and prevention. Land where the primary responsibility for firefighting falls within the purview of a local agency are referred to as Local Responsibility Areas (LRAs). The project site is within an LRA, and is served by the Sacramento Metropolitan Fire District.

Public Resources Code Sections 4201–4204 and Government Code Sections 51175–51189 require identification of fire hazard severity zones within the state of California. Fire hazard severity zones are measured qualitatively, based on vegetation, topography, weather, crown fire potential (a fire’s tendency to burn upward into trees and tall brush), and ember production and movement within the area in question. CAL FIRE delineates three potential wildfire hazard ratings: moderate, high, and very high. These classifications indicate “hazard” not “risk.” CAL FIRE’s fire “hazard” rating is based on the physical conditions that create a likelihood for wildfire in combination with expected fire behavior, over a 30- to 50-year period (without considering measures such as home hardening, recent wildfires that have burned vegetation, or fuel reduction efforts). Based on the most recent (2025) fire hazard severity zone ratings issued by CAL FIRE for LRAs, the project site and the surrounding area are not classified, meaning that the fire hazard is low (i.e., they are not within moderate, high, or very high fire hazard severity zones) (CAL FIRE 2025).

3.9.2 DISCUSSION

a) **Create a significant hazard to the public or the environment through the routine transport, use, or disposal of hazardous materials?**

Less-than-Significant Impact. Project construction would involve the use and transport of small amounts of hazardous materials (e.g., fuel, lubricants, and paint). Transportation of hazardous materials on area roadways is regulated by the California Highway Patrol and the California Department of Transportation, and use of these materials is regulated by DTSC, as outlined in CCR Title 22. The project’s construction contractors are required to use, store, and transport hazardous materials in compliance with applicable federal and State regulations during project construction and operation. Because the project would be required to implement and comply with existing hazardous material regulations, and because each of these regulations is specifically designed to protect the public health through improved procedures for the handling of hazardous materials, better technology in the equipment used to transport these materials, and a more coordinated quicker response to emergencies, this impact would be less than significant.

b) **Create a significant hazard to the public or the environment through reasonably foreseeable upset and/or accident conditions involving the release of hazardous materials into the environment?**

Less-than-Significant Impact. The proposed project involves a minimal amount of construction for installation of a digital sign and a utility trench for the necessary electrical connection. Construction would involve the use of small amounts of hazardous materials such as gasoline, diesel, and lubricants. However, none of these materials would be acutely hazardous, and their use is regulated by law at both the state and federal level. All users are required to read and follow the manufacturer’s labeling instructions for use, storage, and disposal of hazardous materials. Therefore, the proposed project would not create a significant hazard to the public or the environment through reasonably foreseeable upset and/or accident conditions involving the release of hazardous materials into the environment, and this impact would be less than significant.

c) **Emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school?**

No Impact. There are no existing or proposed schools within 0.25 mile of the project site. Therefore, the proposed project would not emit hazardous emissions or handle hazardous or acutely hazardous materials, substances, or waste within one-quarter mile of an existing or proposed school, and there would be no impact.

- d) **Be located on a site which is included on a list of hazardous materials sites compiled pursuant to Government Code § 65962.5 and, as a result, would it create a significant hazard to the public or the environment?**

No Impact. The project site is not listed on the hazardous waste and substances site list (Cortese list) pursuant to Government Code Section 65962. Furthermore, there are no open-active hazardous materials sites in the project vicinity that could affect the proposed project (SWRCB 2025, DTSC 2025, U.S. EPA 2025). Thus, the proposed project would not create a significant hazard to the public or the environment from construction in a hazardous materials site, and there would be no impact.

- e) **For a project located within an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project result in a safety hazard for people residing or working in the project area?**

Less-than-Significant Impact. The project site is approximately 1.5 miles northwest of the runways at Mather Airport, and is situated within the boundaries of the Mather ALUCP, in Review Area 1. The project site is not situated within the airport's 60-dB CNEL or greater noise contours. The project site is situated within Safety Zone 6 (Airport Traffic Pattern Zone). Based on a review of Mather ALUCP safety compatibility criteria for various land uses within Safety Zone 6, the proposed 60-foot-tall digital sign would be compatible with the ALUCP height restrictions (i.e., the equivalent of a three-story building). A crane would be used over a 1- to 2-day period to place the digital sign on the support pole; given the distance of the project site from the airport runways, and the fact that the project site is not within the airport runway approach or departure zones, temporary short-term use of the crane during construction would not represent an airport safety hazard. Furthermore, the proposed digital sign is required to comply with the City's Digital Freeway Signs Ordinance (Rancho Cordova Municipal Code Section 23.743) which expressly prohibits the use of flashing lights, and requires that ambient light emitted by the sign may not increase more than 0.3 footcandles above the existing light levels (as demonstrated by the project's lighting study prepared by Watchfire in 2025).

Because the proposed project includes an amendment to the City's zoning ordinance that would affect the allowable land uses (i.e., digital freeway signs would be allowed in a larger area along U.S. 50), and because the area affected by the proposed ordinance is within Review Area 1 of the Mather Airport Influence Area, project submittal to the Airport Land Use Commission (i.e., the Sacramento Area Council of Governments) for a consistency determination with the Mather ALUCP is required prior to City approval of the applicant's conditional use permit and Operating Use Agreement. Based on the above analysis, it is assumed that the proposed project would be found to be consistent with the ALUCP. Therefore, the proposed project would not result in a safety hazard or excessive noise for people residing or working in the project area, and this impact is considered less than significant.

- f) **Impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan?**

No Impact. Project-related construction would be minor in nature (drilling a hole and pouring concrete to support the sign post and trenching for an underground electrical line) and would occur during weekdays over a two-week period. The location where the proposed digital sign would be installed is adjacent to a paved parking area approximately 400 feet from the travel lanes on Fite Circle, and project-related construction would not require lane closures. No traffic control would be necessary. Regular operation of the sign would require no more than four daily visits by one person per year. Therefore, the proposed project would not impair implementation of or

physically interfere with an adopted emergency response plan or emergency evacuation plan, and there would be no impact.

g) Expose people or structures, either directly or indirectly, to a significant risk of loss, injury, or death involving wildland fires?

No Impact. The project site is within an office/light industrial park in an urbanized area of the City of Rancho Cordova, and is surrounded by office and light industrial buildings and paved parking areas to the north, east, and west. U.S. 50, which consists of 12 travel lanes and is approximately 190 feet in total width of paved area, is immediately south of the project site. The project site and the surrounding areas are within an LRA, and have not been classified by CAL FIRE as either a moderate, high, or very high fire hazard severity zone (CAL FIRE 2025). The existing wildland fire risk conditions at the project site are low, and installation of the proposed digital sign would not exacerbate the existing fire risk conditions. Therefore, the proposed project would not expose people or structures, either directly or indirectly, to a significant risk of loss, injury, or death involving wildland fires, and there would be no impact.

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3.10 HYDROLOGY AND WATER QUALITY

ENVIRONMENTAL ISSUES	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
X. Hydrology and Water Quality. Would the project:				
a) Violate any water quality standards or waste discharge requirements or otherwise substantially degrade surface or ground water quality?	☐	☐	☒	☐
b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that the project may impede sustainable groundwater management of the basin?	☐	☐	☐	☒
c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river or through the addition of impervious surfaces, in a manner which would:	☐	☐	☒	☐
i) Result in a substantial erosion or siltation on- or off-site;	☐	☐	☒	☐
ii) Substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site;	☐	☐	☐	☒
iii) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff; or	☐	☐	☐	☒
iv) Impede or redirect flood flows?	☐	☐	☐	☒
d) In flood hazard, tsunami, or seiche zones, risk release of pollutants due to project inundation?	☐	☐	☐	☒
e) Conflict with or obstruct implementation of a water quality control plan or sustainable groundwater management plan?	☐	☐	☒	☐

3.10.1 SETTING

SURFACE WATER RESOURCES AND STORMWATER DRAINAGE

The proposed digital sign would be installed in a paved parking lot within an existing office/light industrial park, approximately 40 feet north and 650 feet east of an open drainage channel (known as the Mather Drain) that is owned and maintained by the City of Rancho Cordova. This channel conveys stormwater runoff from the project site and surrounding areas north to the lower American River (City of Rancho Cordova 2024).

The project site includes an existing underground stormwater drainage system (RSC Engineering 2025). An inlet structure recessed into the parking lot pavement is located approximately 20 feet northwest of the new pole that would support the proposed digital sign. The inlet structure receives stormwater runoff from the surrounding hardscape areas (buildings and pavement) and conveys runoff through a 12-inch-diameter underground pipeline to a junction with another underground pipeline approximately 185 feet to the west. The combined flows from both

pipelines discharge into other underground stormwater conveyance lines within the existing office/light industrial park, which in turn discharge into an existing open channel owned and maintained by the City at a location approximately 650 feet northwest of the proposed digital sign (City of Rancho Cordova 2024). The open channel conveys stormwater runoff north for approximately 0.5 mile where it discharges into the lower American River. The open channel is approximately 50 feet wide and consists of dirt and grass for most of its length, but north of Folsom Boulevard the channel is lined with concrete.

SURFACE WATER QUALITY

As required by the Porter-Cologne Water Quality Control Act, the Central Valley Regional Water Quality Control Board (Central Valley RWQCB) has designated beneficial uses for water body segments in its jurisdiction, along with water quality criteria necessary to protect these uses, as contained in the *Sacramento and San Joaquin River Basin Plan* (Central Valley RWQCB 2019). In addition, the federal Clean Water Act (CWA) Section 303(d) requires states to identify waters where the permit standards, any other enforceable limits, or adopted water quality standards are still unattained. The CWA also requires states to develop total maximum daily loads (TMDLs) to improve the water quality of impaired water bodies. TMDLs are the quantities of pollutants that can be safely assimilated by a water body without violating water quality standards. TMDLs are developed for impaired water bodies to maintain beneficial uses as designated in the applicable Basin Plan, achieve water quality objectives, and reduce the potential for future water quality degradation. National Pollutant Discharge Elimination System (NPDES) permits for water discharges must take into account the pollutants for which a water body is listed as impaired.

The lower American River (from Nimbus Dam west to the confluence with the Sacramento River) is included in the SWRCB's 303(d) list for the following pollutants: water temperature, benzo[b]fluoranthene, chrysene, polychlorinated biphenyls, toxicity, pyrethroids, bifenthrin, cyfluthrin, cyhalothrin (lambda), indicator bacteria, and mercury (SWRCB 2024). Even if a specific water body is not included in the SWRCB's 303(d) list, any upstream tributary to a 303(d)-listed stream could contribute pollutants to the listed segment (for example, the Mather Drain). None of these pollutants currently have adopted TMDLs for the lower American River.

FLOODING

The project site is not located within a 100-year flood hazard zone (Federal Emergency Management Agency 2012). The project site is also not located within a 200-year floodplain and therefore is not subject the Urban Level of Flood Protection requirements contained in the Central Valley Flood Protection Plan (California Department of Water Resources [DWR] 2024).

3.10.2 DISCUSSION

a) Violate any water quality standards or waste discharge requirements or otherwise substantially degrade surface or ground water quality?

Less-than-Significant Impact. Project-related construction activities would involve excavating a 5-foot-diameter hole to a depth of 30 feet for the pole that would support the proposed digital sign. Because groundwater is approximately 95 feet below the ground surface (DWR 2023), construction of the proposed project would not encounter groundwater. The proposed project would also require excavating an approximately 1.5-foot-deep utility trench from the proposed digital sign to the adjacent building for an underground electrical line. A total of

approximately 42 cubic yards of soil would be excavated and removed from the project site. Because project-related construction would disturb less than 1 acre of land, a State Water Resources Control Board Stormwater Pollution Prevention Plan is not required. Furthermore, because the proposed project would involve excavation and disposal of less than 350 cubic yards of material, a grading and erosion control permit from the City is not required per Rancho Cordova Municipal Code Section 16.44.060. Construction activities would be concluded within a two-week time period, the construction areas would be re-graded flat, and the utility trench would be re-covered with asphalt pavement similar to existing conditions. Because the proposed project would involve such a small amount of excavation over a very short amount of time, and the excavated material would be immediately placed into trucks and transported off the project site for disposal at a facility permitted to accept clean fill, the project would not violate any water quality standards or waste discharge requirements or otherwise substantially degrade surface or ground water quality, and this impact would be less than significant.

b) Substantially deplete groundwater supplies or interfere substantially with groundwater recharge such that the project may impede sustainable groundwater management of the basin?

No Impact. The proposed project involves installation and operation of a digital freeway sign. Groundwater would not be required for the proposed project. Project-related construction activities would involve excavating a 5-foot-diameter hole for the pole that would support the proposed digital sign to a depth of 30 feet (above the estimated groundwater depth of 95 feet bgs), which would be backfilled with concrete. The existing location where the hole would be drilled is already covered with asphalt pavement, which is impervious. Therefore, the proposed project would not add any new impervious surfaces. Thus, the proposed project would not substantially decrease groundwater supplies or interfere substantially with groundwater recharge such that there the project may impede sustainable groundwater management of the basin, and there would be no impact.

c) Substantially alter the existing drainage pattern of the site or area, including through the alteration of the course of a stream or river or through the addition of impervious surfaces, in a manner which would:

i) Result in a substantial erosion or siltation on- or off-site;

Less-than-Significant Impact. As discussed in detail in criterion a) and b) above, the proposed project would occur in a flat area that is already covered with asphalt pavement and therefore would not add new impervious surfaces. Furthermore, the project would involve a very small amount of excavation over a two-week time period, and the excavated material would be immediately placed into trucks and transported off the project site for disposal at a facility permitted to accept clean fill. Finally, the construction areas would be graded flat similar to existing conditions, and the asphalt pavement would be replaced over top of the electrical utility trench. Therefore, the project would not substantially alter existing drainage patterns and would not result in substantial erosion or siltation on or off-site, and this impact would be less than significant.

ii) Substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or off-site;

No Impact. As described in detail in criterion b) above, the proposed project would not add any new impervious surfaces as compared to existing conditions and would not alter the existing drainage pattern at the project site. Therefore, the proposed project would not substantially increase the rate or amount of surface runoff in a manner which would result in flooding on- or offsite, and there would be no impact.

iii) Create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff; or

No Impact. As described above in Section 3.10.1, there is an existing stormwater drainage system at the project site. The proposed project has been designed to avoid disturbance to the existing underground stormwater drainage conveyance line and the recessed infall in the existing parking lot near the proposed digital sign (RSC Engineering 2025). Because the project construction area is already covered with asphalt pavement, installation of the 5-foot-diameter pole to support the digital sign would not add any new impervious surfaces. The construction areas would be graded flat at the conclusion of construction and the utility trench would be recovered with asphalt pavement, similar to existing conditions. Therefore, the proposed project would not create or contribute runoff water which would exceed the capacity of existing or planned stormwater drainage systems or provide substantial additional sources of polluted runoff, and there would be no impact.

iv) Impede or redirect flood flows?

No Impact. The project site is not located in a flood hazard zone (FEMA 2012, DWR 2025). Thus, the proposed project would not impede or redirect flood flows, and there would be no impact.

d) In flood hazard, tsunami, or seiche zones, risk release of pollutants due to project inundation?

No Impact. The project site is not located in a flood hazard zone (FEMA 2012, DWR 2025). Because the project site is approximately 83 miles from the Pacific Ocean, there is no hazard from a tsunami. The American River is approximately 0.5 mile north of the project site at the closest point; however, the project region is not seismically active and there are U.S. Army Corps of Engineers levees on both of side of the American River that have been designed to protect the surrounding developed from flood events, including the very low potential for seismic seiches. Thus, there would be no impact.

e) Conflict with or obstruct implementation of a water quality control plan or sustainable groundwater management plan?

Less-than-Significant Impact. For the reasons described in criteria a) and b) above, the proposed project would not conflict with or obstruct implementation of a water quality control plan or sustainable groundwater management plan, and this impact would be less than significant.

3.11 LAND USE AND PLANNING

ENVIRONMENTAL ISSUES	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
XI. Land Use and Planning. Would the project:				
a) Physically divide an established community?	☐	☐	☐	☒
b) Cause a significant environmental impact due to a conflict with any land use plan, policy, or regulation adopted for the purpose of avoiding or mitigating an environmental effect?	☐	☐	☒	☐

3.11.1 SETTING

The project site is situated in the City of Rancho Cordova within the Folsom Boulevard Specific Plan Area, which extends south from Folsom Boulevard to the north side of U.S. 50. The project site and the surrounding area to the north, east, and west are zoned and designated as Office Industrial Mixed Use within the Folsom Boulevard Specific Plan (OIMU-FB) (City of Rancho Cordova 2013, 2025). The Specific Plan states that offices may be developed in an office park setting, but most office and light industrial development stands alone. Commercial and other support services may be integrated vertically and/or horizontally in this district. The Specific Plan does not contain any standards related to signage; instead, it relies on the City Zoning Code for provisions related to signs.

Rancho Cordova Municipal Code Section 23.743.150 (Digital Freeway Signs Overlay) allows for consideration of digital freeway signs in certain specific locations within the city with a use permit and a digital freeway signs operating agreement. The digital freeway signs overlay encompasses three specific geographies in the northeastern area of the city (see Exhibit 3.1-4 in Section 3.1, “Aesthetics”).

3.11.2 DISCUSSION

a) Physically divide an established community?

No Impact. The proposed project consists of installing and operating a digital freeway sign within an established office/light industrial park in the Folsom Boulevard Specific Plan area. The proposed digital sign would not physically divide an established community, and thus there would be no impact.

b) Cause a significant environmental impact due to a conflict with any land use plan, policy, or regulation adopted for the purpose of avoiding or mitigating an environmental effect?

Less-than-Significant Impact. The proposed digital freeway sign would be consistent with the land use and zoning designations at the project site and the surrounding office and light industrial district, which is within the Folsom Boulevard Specific Plan area. However, the proposed new digital sign would be situated approximately 3.8 miles west of the western end of the City’s existing Digital Freeway Signs Overlay area. The project includes a proposed amendment to Rancho Cordova Municipal Code Section 23.743.150 to expand the area where digital freeway signs may be installed, to include an area north of U.S. 50 from Bradshaw Road to Routier Road (see Exhibit 3.1-5 in Section 3.1, “Aesthetics”). The proposed project would also require site design review and a conditional use permit from the City. The project would comply with City’s existing digital freeway sign

standards except for the display size. The digital billboard would have a display area of 1,200 square feet, which is greater than the 672 feet specified in the City's digital freeway sign standards. However, the project proponent has requested a deviation from this standard, which is allowed through the digital freeway signs operating agreement if approved by the City. The proposed digital billboard would be consistent with all of the other requirements contained in Rancho Cordova Municipal Code Section 23.743.150 (see Section 3.1, "Aesthetics").

Because the proposed project includes an amendment to the City's zoning ordinance that would affect the allowable land uses (i.e., digital freeway signs would be allowed in a larger area along U.S. 50), and because the area affected by the proposed ordinance is within Review Area 1 of the Mather Airport Influence Area, project submittal to the Airport Land Use Commission (i.e., the Sacramento Area Council of Governments) for a consistency determination with the Mather Airport Land Use Compatibility Plan (ALUCP) is required prior to City approval. As described in detail in Section 3.9, "Hazards and Hazardous Materials," based on a review of Mather ALUCP safety compatibility criteria for various land uses, the proposed digital sign would be compatible with the ALUCP land use and safety standards.

Consistency issues between implementation of the proposed project and related land use plans and policies are related to land use regulations, which are, in part, based on avoiding or otherwise restricting uses that would adversely affect resources of the development site or adjacent land uses. Specific impacts and project consistency issues associated with other resource and issue areas are addressed in each topic area section of this IS/MND, as appropriate. These topic area sections (e.g., air quality, biological and cultural resources, hazards, noise, and transportation) provide a detailed analysis of other relevant physical environmental effects that could result from implementation of the proposed project, and identify mitigation measures, as necessary, to reduce impacts. Implementation of the proposed project would not conflict with adopted City General Plan or Folsom Boulevard Specific Plan policies and land use designations, or City zoning following adoption of the proposed Rancho Cordova Municipal Code amendment, and therefore would not generate any adverse physical impacts beyond those identified and addressed in detail in the environmental topic area sections of this IS/MND. Thus, this impact is considered less than significant.

3.12 MINERAL RESOURCES

ENVIRONMENTAL ISSUES	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
XII.Mineral Resources. Would the project:				
a) Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?	☐	☐	☒	☐
b) Result in the loss of availability of a locally important mineral resource recovery site delineated on a local general plan, specific plan, or other land use plan?	☐	☐	☒	☐

3.12.1 SETTING

The loss of access to regionally important mineral deposits as a result of land uses that preclude mining is one of the issues that the California Surface Mining and Reclamation Act of 1975 (SMARA) was framed to address. Under SMARA, the State Mining and Geology Board may designate certain mineral deposits as being regionally significant to satisfy future needs. The Board's decision to designate an area is based on a classification report prepared by the California Geological Survey (CGS) and on input from agencies and the public. CGS' priority for mineral land classification studies is based on areas that are most likely to urbanize in the future, with the goal of establishing an awareness of the availability of important resources by communicating with the appropriate lead agencies regarding the presence, location, and significance of mineral deposits within a particular region.

The project site is situated within the designated Greater Sacramento Area Production-Consumption Region for Portland cement concrete-grade aggregate, which includes all designated lands within the marketing area of the active aggregate operations supplying the Greater Sacramento urban centers (O'Neal and Gius 2018). In compliance with SMARA, CGS has established the classification system shown in Table 3.12-1 to denote both the location and significance of key extractive resources.

Table 3.12-1. California Division of Mines and Geology Mineral Land Classification System

Classification	Description
MRZ-1	Areas where available geologic information indicates that little likelihood exists for the presence of significant concrete aggregate resources.
MRZ-2	Areas where geologic information indicates the presence of significant concrete aggregate resources, except where noted as Construction Aggregate.
MRZ-3	Areas containing known or inferred concrete aggregate resources of undetermined mineral resource significance
MRZ-4	Areas where available geologic information is inadequate to assign to any other mineral resource zone category

Note: MRZ = Mineral Resource Zone
Source: O'Neal and Gius 2018

The MRZ-2 classification generally indicates there is a high likelihood that regionally important deposits of mineral resources are present. The project site is classified as MRZ-2 for concrete grade aggregate resources. The nearest aggregate mineral resource sector that has been classified by CGS as regionally significant is adjacent to and south of Mather Airport, approximately 2 miles southeast of the project site.

The draft environmental impact report for the City of Rancho Cordova General Plan (City of Rancho Cordova 2006) indicates that the City's locally important mineral resource recovery sites include the areas designated by CGS as MRZ-2, as well as local existing aggregate mining operations (some of which have also been classified by CGS as regionally significant aggregate mineral resource sectors). Because the project site is classified as MRZ-2, it is located within a locally important mineral resource recovery site designated under the City General Plan.

3.12.2 DISCUSSION

a) **Result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state?**

Less-than-Significant Impact. Aggregate resources, which are used primarily for construction, are present in the City in areas comprised of ancestral channels of the American River. Former dredger mine tailings in these areas provide a particularly valuable source of construction aggregate. There are no active aggregate mining operations in the project vicinity, on the north side of U.S. 50. However, sand and gravel are currently mined in the project region, including the City of Rancho Cordova near White Rock Road approximately 4 miles southeast of the project site. Sand and gravel are also mined in the unincorporated County, approximately 2–3 miles south of the project site near Kiefer Boulevard and State Route 16. Construction aggregates are an important, fundamental building material used as a building foundation and road base material. In terms of volume and price, there is presently no economically viable substitute for aggregate products. The demand for aggregate products in the region has increased with the region's population and corresponding physical growth.

All of the land within the existing, fully developed office and light industrial park located between U.S. 50 and Folsom Boulevard, which includes the project site, is classified by CGS as MRZ-2. The office/industrial park was developed in the mid-1980s. The MRZ-2 classification also includes U.S. 50 and the approximately 600-acre residential community south of the project site—immediately south of U.S. 50 and north of Mather Airport. These residences were developed from the 1960s through the 1980s. The MRZ-2 classification for these areas was applied by CGS based on geologic mapping, which indicates that these areas are composed of the Pleistocene-age Riverbank Formation (Upper Unit) (Gutierrez 2011). Most of the areas classified as MRZ-2 and the designated regionally important aggregate mineral sectors classified by CGS in the project region are also mapped as the Riverbank Formation (Gutierrez 2011, O'Neal and Gius 2018, Helley and Harwood 1985). However, as noted above, the project site and the immediately surrounding areas on all sides are part of the urbanized area of Rancho Cordova, and were developed in the 1960s through the 1980s. Therefore, any aggregate mineral resources that may have been present in these areas became inaccessible for mining due to urban development 40–60 years ago. The proposed digital sign would be installed in a portion of the developed office/industrial park north of U.S. 50 at the end of a paved drive aisle and two paved parking areas that provide access and parking for the adjacent light industrial buildings. There is no opportunity for mineral resource mining anywhere in the project vicinity or at the project site. Therefore, installation of the proposed digital sign, which would include a support pole in a 5-foot-diameter hole approximately 30 feet deep, and a 1.5-foot-deep utility line trench to connect to an existing electric panel, would not result in the loss of availability of a known mineral resource that would be of value to the region and the residents of the state, and this impact would be less than significant.

- b) **Result in the loss of availability of a locally important mineral resource recovery site delineated on a local general plan, specific plan, or other land use plan?**

Less-than-Significant Impact. The City's locally important mineral resource recovery sites (City of Rancho Cordova 2006) are the same as the regionally important mineral sites designated by CGS. Therefore, for the same reasons discussed in Impact 3.12-1 above, the proposed project would not result in the loss of availability of locally important mineral resource recovery sites, and this impact would be less than significant.

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3.13 NOISE

ENVIRONMENTAL ISSUES	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
XIII. Noise. Would the project result in:				
a) Generation of a substantial temporary or permanent increase in ambient noise levels in the vicinity of the project in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?	☐	☐	☒	☐
b) Generation of excessive groundborne vibration or groundborne noise levels?	☐	☐	☒	☐
c) For a project within the vicinity of a private airstrip or an airport land use plan or where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?	☐	☐	☐	☒

3.13.1 SETTING

SOUND, NOISE, AND ACOUSTICS

Sound is the mechanical energy of a vibrating object transmitted by pressure waves through a liquid or gaseous medium (e.g., air). Noise is defined as sound that is unwanted (i.e., loud, unexpected, or annoying). Acoustics is the physics of sound.

The amplitude of pressure waves generated by a sound source determines the perceived loudness of that source. A logarithmic scale is used to describe sound pressure level in terms of decibels (dB). The threshold of human hearing (near-total silence) is approximately 0 dB. A doubling of sound energy corresponds to an increase of 3 dB. In other words, when two sources at a given location are each producing sound of the same loudness, the resulting sound level at a given distance from that location is approximately 3 dB higher than the sound level produced by only one of the sources. For example, if one automobile produces a sound pressure level of 70 dB when it passes an observer, two cars passing simultaneously do not produce 140 dB; rather, they combine to produce 73 dB.

The typical human ear is not equally sensitive to all frequencies of the audible sound spectrum. As a consequence, when assessing potential noise impacts, sound is measured using an electronic filter that de-emphasizes the frequencies below 1,000 hertz (Hz) and above 5,000 Hz in a manner corresponding to the human ears decreased sensitivity to low and extremely high frequencies instead of the frequency mid-range. This method of frequency weighting is referred to as A-weighting and is expressed in units of A-weighted decibels (dBA). All noise levels reported in this section are in terms of A-weighting. There is a strong correlation between A-weighted sound levels and community response to noise. As discussed above, doubling sound energy results in a 3-dB increase in sound. In typical noisy environments, noise-level changes of 1 to 2 dB are generally not perceptible by the healthy human ear; however, people can begin to detect 3-dB increases in noise levels. An increase of 5 dB is generally

perceived as distinctly noticeable and a 10-dB increase is generally perceived as a doubling of loudness. The following are the sound level descriptors commonly used in environmental noise analysis:

- ▶ Equivalent sound level (L_{eq}): An average of the sound energy occurring over a specified time period. In effect, the L_{eq} is the steady-state sound level containing the same acoustical energy as the time-varying sound that actually occurs during the same period. The 1-hour, A-weighted equivalent sound level ($L_{eq[h]}$) is the energy average of A-weighted sound levels occurring during a 1-hour period.
- ▶ Maximum sound level (L_{max}): The highest instantaneous sound level measured during a specified period.
- ▶ L_{dn} (Day-Night Noise Level): The 24-hour L_{eq} with a 10 dB “penalty” applied during nighttime noise-sensitive hours, 10:00 p.m. through 7:00 a.m. The L_{dn} attempts to account for the fact that noise during this specific period of time is a potential source of disturbance with respect to normal sleeping hours.
- ▶ L_n (Statistical Descriptor): The noise level exceeded n percent of a specific period of time, generally accepted as an hourly statistic. An L_{10} would be the noise level exceeded 10 % of the measurement period.

Sound from a localized source (i.e., point source) propagates uniformly outward in a spherical pattern, and the sound level attenuates (decreases) at a rate of 6 dB for each doubling of distance from a point/stationary source. Roadways and highways and, to some extent, moving trains consist of several localized noise sources on a defined path; these are treated as “line” sources, which approximate the effect of several point sources. Sound levels attenuate at a rate of 3 dB for each doubling of distance from a line source. Therefore, noise from a line source attenuates less with distance than noise from a point source with increased distance.

GROUNDBORNE VIBRATION

Groundborne vibration is energy transmitted in waves through the ground. Vibration attenuates at a rate of approximately 50 percent for each doubling of distance from the source. This approach considers only the attenuation from geometric spreading and tends to provide for a conservative assessment of vibration level at the receiver.

Vibration is an oscillatory motion that can be described in terms of the displacement, velocity, or acceleration. Vibration typically is described by its peak and root-mean-square (RMS) amplitudes. The RMS value can be considered an average value over a given time interval. The peak vibration velocity is the same as the “peak particle velocity” (PPV), generally presented in units of inches per second. PPV is the maximum instantaneous positive or negative peak of the vibration signal and is generally used to assess the potential for damage to buildings and structures. The RMS amplitude typically is used to assess human annoyance to vibration, and the abbreviation “VdB” is used in this document for vibration decibels to reduce the potential for confusion with sound decibels.

EXISTING NOISE ENVIRONMENT

The nearest noise-sensitive land uses to the project site are single-family residences located approximately 350 feet south of the site, across U.S. Route 50 (US 50). These residences are shielded from the project site by an existing sound wall. An American Olean facility is located approximately 100 feet west of the project construction area. Although this facility may include some internal office space for sales and administrative functions, its primary use is commercial/light industrial, involving the sale and distribution of tile and related

materials. Under CEQA and local land use definitions, commercial and light industrial uses, even those with incidental office components, are not considered noise-sensitive receptors. Noise-sensitive receptors typically include residential dwellings, schools, hospitals, libraries, and similar uses where a quiet environment is essential. Therefore, the American Olean facility is not classified as a noise-sensitive receptor for the purposes of this analysis. The nearest structure sensitive to vibration is the American Olean facility building, located approximately 100 feet west of the project construction area.

The existing noise environment within the project area is primarily influenced by surface transportation noise generated by vehicular traffic on U.S. Route 50, located approximately 100 feet south of the project site, and on Folsom Boulevard, located approximately 1,700 feet to the north. Light rail operations along Folsom Boulevard also contribute to the noise environment. In addition, intermittent noise from outdoor activities associated with surrounding commercial and industrial uses, as well as residential activities (e.g., people talking, operation of landscaping equipment, car doors slamming, and dogs barking), further influences the existing ambient noise levels in the project area.

Light rails in the project area generate noise level of 60 dB L_{dn} , at 100 to 500 feet from center line of tracks (City of Rancho Cordova, 2006).

Existing traffic noise levels in the vicinity of the project site were estimated based on traffic volumes along US 50, as shown in Table 3.13-1. Estimated traffic noise levels are approximately 78 dBA L_{eq} at a distance of 250 feet from the US 50 centerline, corresponding to the location of the nearest noise-sensitive residential uses. These modeled noise levels assume no shielding from natural or artificial barriers. However, an existing sound wall between US 50 and the residences is expected to reduce traffic noise levels by approximately 10 dB. Accounting for this attenuation, traffic noise levels at the nearest noise-sensitive receptors would be at or below 68 dBA L_{eq} . The City of Rancho Cordova General Plan establishes a maximum exterior noise standard of 60 dBA L_{eq} for transportation noise sources affecting residential land uses (City of Rancho Cordova 2006).

Table 3.13-1. Summary of Existing Traffic Noise Level in the Vicinity of the Project Site

Roadway	Segment	Traffic Volume (Peak Hour)	Distance (Feet)	Noise Level, dB, L_{eq}	Contour Distances		
					70 dB	65 dB	60 dB
US 50	Sunrise Boulevard to Nimbus Road	16,100	250	78	1,489	4,708	14,888

Notes: dB = decibels; L_{eq} = equivalent sound level (the sound energy averaged over a continuous period of time); Modeled roadway noise levels assume no natural or artificial shielding between the roadway and the receptor. Source: Caltrans 2020, Data compiled by AECOM in 2025.

THRESHOLDS OF SIGNIFICANCE

The project would result in a significant impact on the environment if it would:

- ▶ Generation of a substantial temporary or permanent increase in ambient noise levels in the vicinity of the project in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?
- ▶ Generation of excessive groundborne vibration or groundborne noise levels?

- For a project within the vicinity of a private airstrip or an airport land use plan or where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?

According to the City of Rancho Cordova General Plan, impacts to adjacent land uses from stationary sources of noise are limited to 55 dBA L_{eq} during daytime hours and 45 dBA L_{eq} during nighttime hours (City of Rancho Cordova 2006). A reduction of 5 dB L_{eq} (to 50/40 dB L_{eq}) is required for sources that generate tonal, repetitive, or impulsive noise. Impulsive noise is defined as sound of short duration, usually less than one second, with an abrupt onset and decay, such as explosions, drop forge impacts, and firearm discharges. Tonal noise is generally any sound that can be distinctly heard as a single pitch or a set of pitches, and repetitive noise refers to noise that is regularly repeated in a manner that causes annoyance, such as back-up alarms ("beepers") or pile driving activities.

While the City of Rancho Cordova General Plan sets absolute exterior noise level limits for land uses, it does not define a specific threshold for evaluating increases in construction noise above ambient levels. However, consistent with CEQA practice and guidance from Caltrans and other agencies, a 5 dBA L_{eq} increase above existing ambient conditions is commonly used as the threshold at which a noise increase is considered potentially significant, as it is generally perceived as a noticeable change in noise levels.

The City's Noise Ordinance, which is based on the Sacramento County Noise Ordinance, establishes maximum allowable exterior and interior noise levels for affected land uses. The ordinance generally limits exterior noise levels at residential and agricultural lands to 55 dBA during any cumulative 30-minute period during daytime hours (7:00 a.m. to 10:00 p.m.), and to 50 dBA during any cumulative 30-minute period during nighttime hours (10:00 p.m. to 7:00 a.m.) (City of Rancho Cordova 2006). The ordinance allows somewhat higher maximum levels for shorter-duration noise events; however, noise should not exceed 75 dBA during the day or 70 dBA at night. Activities typically exempt from the City's noise standards include construction activities (provided that they occur between 7:00 a.m. and 6:00 p.m. Monday through Saturday, and between 9:00 a.m. and 6:00 p.m. on Sunday), school athletic and entertainment events, activities conducted at public parks and playgrounds, and transportation noise. The City's Noise Ordinance is applicable to areas within the Planning Area and would apply to areas outside the current City limits once annexed.

Under CEQA, a groundborne vibration impact is typically considered significant if vibration levels would exceed 0.2 inches per second (in/sec) peak particle velocity (PPV) for structural damage to normal buildings, or 80 vibration decibels (VdB) for human annoyance at residential receptors (FTA 2018; Caltrans 2020).

3.13.2 DISCUSSION

- a) **Generation of a substantial temporary or permanent increase in ambient noise levels in the vicinity of the project in excess of standards established in the local general plan or noise ordinance, or applicable standards of other agencies?**

SHORT-TERM PROJECT-GENERATED CONSTRUCTION NOISE

Less than Significant Impact. Construction of the proposed structures would occur on the project site and include site preparation activities, such as minor grading, material transport, and installation of the prefabricated sign structures. Several pieces of equipment would be used during construction. An auger would bore a 5-foot-

diameter, 30-foot-deep hole for installation of the monopole. A crane would lift and install the monopole and digital sign boards. A backhoe or excavator would excavate the utility trench and perform minor grading activities. A concrete mixer truck would deliver and pour concrete to backfill the monopole foundation hole. A flatbed truck would transport the prefabricated sign components to the site, and a pickup truck would transport workers and smaller materials. Construction activities would occur over an approximately two-week period during daytime hours. Based on the Federal Highway Administration (FHWA) Roadway Construction Noise Model (RCNM) (FHWA 2006), noise levels for individual pieces of project equipment are expected to range from 70 to 75 dBA L_{eq} and 74 to 81 dBA L_{max} at a distance of 50 feet, as shown in Table 3.13-2.

The nearest residential sites to the project site are located approximately 350 feet from the project site. Based upon the equipment noise levels, usage factors, and a typical noise-attenuation rate of 6 dB for every doubling of distance, exterior noise levels at noise-sensitive receptors located within 350 feet of the project site could be as high as 57 dB to 64 dB L_{eq} from the project construction activities. Also, a sound wall is located between the construction site and the nearest residences, which would provide at least 5 to 10 dB reduction in noise, reducing the project construction noise to below 54 dB, L_{eq} . This level of noise is below the City's threshold of 55 dB for station noise sources. Therefore, this impact would be less than significant.

Table 3.13-2 summarizes modeled construction noise levels at the nearest noise-sensitive locations to the project site.

Table 3.13-2. Project Construction Noise Levels

Receiver	Noise Level, dBA L_{eq} , at 50 feet	Noise Level, dBA L_{max} , at 50 feet	Noise Level, dBA L_{eq} , at 350 feet	Noise Level, dBA L_{max} , at 350 feet
Drill Rig Truck	72	79	62	55
Crane	73	81	64	56
Backhoe	74	78	61	57
Concrete Mixer Truck	75	79	62	58
Flat Bed Truck	70	74	57	53
Pickup Truck	71	75	58	54

dBA = A-weighted decibels

L_{eq} = Equivalent Noise Level

L_{max} = Instantaneous Maximum Noise Level.

Sources: FHWA Roadway Construction Noise Model, January 2006; Modeled by AECOM 2025

With respect to increases above ambient noise levels, as described above, the existing ambient noise environment at the nearest noise-sensitive receptors, residences located approximately 350 feet south of the project site across U.S. Route 50, is approximately 68 dBA L_{eq} , accounting for the presence of an existing sound wall and conservatively assuming a 10 dB reduction in traffic noise (Table 3.13-1). Construction activities associated with the proposed project are estimated to generate noise levels of up to 64 dBA L_{eq} at these receptors. When combined with the existing ambient noise, this would result in an overall noise level of approximately 69.5 dBA L_{eq} , representing an increase of about 1.5 dB due to project-related construction noise. Because this increase is well below the commonly used 5 dBA L_{eq} threshold for a substantial increase above ambient noise levels under CEQA practice, the project's short-term construction noise would not result in a significant temporary increase at the

nearest noise-sensitive uses. Therefore, the impact related to construction noise increase above ambient conditions would be considered less than significant.

LONG-TERM PROJECT-GENERATED STATIONARY SOURCE NOISE

No Impact. Project is construction only. There would be no operational noise due to the proposed project. Therefore, no impact would occur.

b) Generation of excessive groundborne vibration or groundborne noise levels?

Less-than-Significant Impact. Construction activities have the potential to result in varying degrees of temporary groundborne vibration, depending on the specific construction equipment used and operations involved. Vibration generated by construction equipment spreads through the ground and diminishes in magnitude with increases in distance.

As discussed above, on-site construction equipment could include a backhoe or excavator. For conservative analysis purposes, vibration levels associated with a dozer, considered comparable to a backhoe or excavator, are used. According to Federal Transit Administration (FTA 2018), vibration levels associated with the use of a large dozer is 0.089 inches per second (in/sec) peak particle velocity (PPV) and 87 vibration decibels [VdB referenced to 1 microinch per second (μ in/sec) and based on the root mean square (RMS) velocity amplitude] at 25 feet.

Using FTA's recommended procedure for applying a propagation adjustment to these reference levels, predicted worst-case vibration levels of approximately 0.011 in/sec PPV and 69 VdB at the closest existing sensitive receptor, located 100 feet from the project site, could occur. These vibration levels would not exceed Caltrans's recommended standard of 0.2 in/sec PPV (Caltrans 2020b) with respect to the prevention of structural damage for normal buildings or the FTA's maximum-acceptable vibration standard of 80 VdB (Federal Transit Administration 2018) with respect to human annoyance for residential uses. The long-term operation of the proposed project would not include any vibration sources, and short-term construction would not result in the exposure of people or structures to or generation of excessive groundborne vibration or groundborne noise levels. As a result, this impact would be **less than significant**.

c) For a project within the vicinity of a private airstrip or an airport land use plan or, where such a plan has not been adopted, within two miles of a public airport or public use airport, would the project expose people residing or working in the project area to excessive noise levels?

No Impact. The project site is located within two nautical miles of a public airport. The closest airport is Mather Airport, located approximately 1.5 miles (1.3 nautical miles) south of the project site. However, the proposed project involves only short-term construction activities for the installation of a digital billboard and would not introduce any new long-term noise-sensitive uses, such as residential, school, or medical facilities, into the area. In addition, the project would not involve the use of aircraft or require access to or through the airport for construction purposes. Workers on-site would adhere to standard occupational safety practices, including those set forth by the Occupational Safety and Health Administration (OSHA 2023), to protect against exposure to existing environmental noise sources, including aircraft overflights, as necessary. Given the nature and limited duration of the construction activities, and the absence of any new permanent noise-sensitive uses, the project would not expose people residing or working in the project area to excessive noise levels related to airport operations. Therefore, no impact would occur.

3.14 POPULATION AND HOUSING

ENVIRONMENTAL ISSUES	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
XIV. Population and Housing. Would the project:				
a) Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?	☐	☐	☐	☒
b) Displace substantial numbers of existing people or housing, necessitating the construction of replacement housing elsewhere?	☐	☐	☐	☒

3.14.1 SETTING

The project site is located in the City of Rancho Cordova, in an office/light industrial park within the Folsom Boulevard Specific Plan Area. Based on survey data available from the U.S. Census Bureau (2025), in 2020 the City had a population of 79,332 people and a total of 28,614 housing units. In 2023, the City's employment rate was 60.7 percent, with a median household income of \$76,948 (which was below the State median income of \$95,521). In 2023, approximately 23 percent of the workers in the City were employed by the local, State, or federal government.

3.14.2 DISCUSSION

- a) Induce substantial population growth in an area, either directly (for example, by proposing new homes and businesses) or indirectly (for example, through extension of roads or other infrastructure)?**

No Impact. The proposed project consists of installation and operation of a digital freeway sign within an existing, developed office and light industrial park. The proposed project does not include a residential component. No new houses or businesses would be built as a result of the project. The proposed project does not include an extension of roads or other infrastructure that would induce population growth, would not increase the population in the area, and would not contribute to population growth in the area. Therefore, the proposed project would have no impact.

- b) Displace substantial numbers of existing people or housing, necessitating the construction of replacement housing elsewhere?**

No Impact. The proposed digital freeway sign would be installed within an existing, developed office and light industrial park. Therefore, it would not displace any housing. Because no housing would be displaced, a substantial number of people would also not be displaced. Thus, there would be no impact.

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3.15 PUBLIC SERVICES

ENVIRONMENTAL ISSUES	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
XV. Public Services. Would the project:				
a) Result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental impacts, in order to maintain acceptable service ratios, response times, or other performance objectives for any of the public services:				
Fire protection?	☐	☐	☐	☒
Police protection?	☐	☐	☐	☒
Schools?	☐	☐	☐	☒
Parks?	☐	☐	☐	☒
Other public facilities?	☐	☐	☐	☒

3.15.1 SETTING

Fire protection services for the project area are provided by the Sacramento Metropolitan Fire District, which has 155 personnel to serve the District's communities. Routine and emergency operations are managed with five Battalion Chiefs with oversight through an Assistant Chief assigned a 24-hour shift (Sacramento Metropolitan Fire District 2025). The nearest fire protection facility is Station No. 62 located at 3646 Bradshaw Road, approximately 1.3 miles southwest of the project site.

Police protection services for the project area are provided by the City of Rancho Cordova Police Department, which includes 55 sworn officers and 7 non-sworn staff (Rancho Cordova Police Department 2025). The police department is located at 2897 Kilgore Road, approximately 3.3 miles northeast of the project site.

The project site is within the Folsom Cordova Unified School District, which operates 29 regular K–12 elementary, middle, and high schools, along with several alternative education and adult schools.

Please see Section 3.16, "Recreation," for information related to parks in the project area.

3.15.2 DISCUSSION

- a) **Result in substantial adverse physical impacts associated with the provision of new or physically altered governmental facilities, need for new or physically altered governmental facilities, the construction of which could cause significant environmental**

impacts, in order to maintain acceptable service ratios, response times, or other performance objectives for any of the public services:

Fire protection?

No Impact. The proposed project consists of a digital freeway sign within an existing developed office/industrial park. Because the proposed project does not include new housing or employment uses, there would be no population increase and therefore no additional fire personnel or fire facilities would be required. Thus, there would be no impact related to the provision of new fire protection services and facilities.

Police protection?

No Impact. The proposed project consists of a digital freeway sign within an existing developed office/industrial park. To prevent vandalism, the bottom digital display faces would be elevated approximately 40 feet above grade. The monopole structure support would have a steel ladder welded to the side of the pole with the bottom of the ladder approximately 30 feet off the ground. The digital sign would be accessed either by a very tall specialty ladder or a bucket lift. Because the proposed project does not include new housing or employment uses, there would be no population increase and therefore no additional police officers or police facilities would be required. Thus, there would be no impact related to the provision of new police protection services and facilities.

Schools?

No Impact. The proposed project consists of a digital freeway sign within an existing developed office/industrial park. Because the proposed project does not include new housing or employment uses, there would be no new school children that would require new school services or facilities. Thus, there would be no impact related to the provision of new school services and facilities.

Parks?

No Impact. Please see Section 3.16, "Recreation," for the analysis of the project's potential impacts on park facilities, which was determined to result in no impact.

Other public facilities?

No Impact. The proposed project would not increase the population as a result of new housing or employment opportunities. Therefore, the proposed project would not increase demand for other public facilities and there would be no impact.

3.16 RECREATION

ENVIRONMENTAL ISSUES	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
XVI. Recreation. Would the project:				
a) Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?	☐	☐	☐	☒
b) Does the project include recreational facilities or require the construction or expansion of recreational facilities that might have an adverse physical effect on the environment?	☐	☐	☐	☒

3.16.1 SETTING

Parks in the City of Rancho Cordova are operated by the Cordova Recreation and Park District. The District operates 43 parks, 10 community recreation facilities, and several trails and landscape corridors across more than 630 acres, including a large regional sports complex, a golf course, and a senior center (Cordova Recreation and Park District 2024). The closest District park is the Lincoln Village Community Park, approximately 0.35 miles to the south (south of U.S. 50). Lincoln Village Community Park encompasses approximately 17 acres and includes a baseball field, softball field, tennis courts, basketball courts, climbing wall, fitness station, multiuse field, picnic areas, and playground, along with the Lincoln Village Community Pool and Neil Orchard Senior Activities Center (Cordova Recreation and Park District 2025a). The District also operates Riviera East Park, on the north side of U.S. 50, approximately 0.8 miles northwest of the project site. Riviera East Park encompasses approximately 9 acres and includes a basketball court, tennis courts, multiuse field, picnic areas, and playgrounds (Cordova Recreation and Park District 2025b).

Recreational opportunities are also available within the American River Parkway, operated by Sacramento County, at the Gristmill Recreation Area approximately 0.9 miles northwest of the project site. The Gristmill Recreation Area is primarily used by hikers, anglers, rafters, and boaters (Sacramento County Regional Parks 2025). A cobblestone bar, which is accessible by vehicle, protrudes into the American River; this area provides a convenient takeout for rafters, as well as a car-top launching area for fishing boats. The site is also used by equestrians; an equestrian/hiking trail begins at Howe Avenue and terminates a short distance upstream from Gristmill.

The project site and the proposed 60-foot-tall digital sign would not be visible from the American River due to the intervening distance (approximately 0.5 mile at the closest point), buildings, and tall landscape trees.

3.16.2 DISCUSSION

- a) **Would the project increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated?**

No Impact. The proposed project includes construction and operation of a digital freeway sign. The construction period would encompass approximately two weeks, Monday through Friday. Construction workers would come from the local Sacramento region. Operation of the digital sign would require no more than four daily visits by one person per year. No new residences or businesses would be created, and thus there would be no new or increased demand for recreational facilities. Therefore, the proposed project would not increase the use of existing neighborhood and regional parks or other recreational facilities such that substantial physical deterioration of the facility would occur or be accelerated, and there would be no impact.

- b) **Does the project include recreational facilities or require the construction or expansion of recreational facilities that might have an adverse physical effect on the environment?**

No Impact. The proposed project includes construction and operation of a digital freeway sign. No new residences or businesses would be created, and thus there would be no new or increased demand for recreational facilities. The proposed project does not include recreational facilities or require the construction or expansion of recreational facilities that might have an adverse physical effect on the environment, and thus there would be no impact.

3.17 TRANSPORTATION

ENVIRONMENTAL ISSUES	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
XVII. Transportation. Would the project:				
a) Conflict with a program, plan, ordinance or policy addressing the circulation system, including transit, roadway, bicycle and pedestrian facilities?	☐	☐	☒	☐
b) Conflict or be inconsistent with CEQA Guidelines§ 15064.3, subdivision (b)?	☐	☐	☒	☐
c) Substantially increase hazards due to a geometric design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?	☐	☐	☐	☒
d) Result in inadequate emergency access?	☐	☐	☒	☐

3.17.1 SETTING

The project site is located on the north side of U.S. Route 50, between Bradshaw Road and Zinfandel Drive, in the City of Rancho Cordova. It is bordered by U.S. Route 50 to the south, Fite Circle and adjacent commercial and light industrial uses to the north and east, and additional commercial and light industrial development to the west. Site access is provided via an existing driveway on the west side of Fite Circle, near the northern end of the project site, with a direct connection to Folsom Boulevard to the north.

CEQA GUIDELINES SECTION 15064.3

CEQA Guidelines Section 15064.3, which addresses the determination of the significance of transportation impacts, identifies vehicle miles traveled (VMT) as the most appropriate metric for evaluating transportation-related environmental impacts. The guidelines provide lead agencies with the discretion to select appropriate methodologies and thresholds for VMT analysis. The City of Rancho Cordova has adopted Transportation Impact Guidelines to assist projects in assessing transportation impacts under CEQA, consistent with Senate Bill 743 and CEQA Guidelines Section 15064.3, subdivision (b) (City of Rancho Cordova 2020). The City's guidelines establish screening criteria, significance thresholds, analysis methodologies, and mitigation recommendations for evaluating VMT impacts.

3.17.2 DISCUSSION

a) Conflict with a program, plan, ordinance or policy addressing the circulation system, including transit, roadway, bicycle, and pedestrian facilities?

Less-than-Significant Impact. During the approximately two-week construction period for the proposed digital billboard, construction vehicles would access the project site from Folsom Boulevard via Fite Circle using the existing driveway near the northern end of the site. Construction-related trips would include the delivery of equipment such as a backhoe and crane, delivery of prefabricated sign components, and truck transport of small amounts of fill material and excavated soil/asphalt, and the arrival and departure of construction workers. All

construction activities, including equipment staging, would occur entirely within the existing paved areas of the project site and would not alter or obstruct public rights-of-way. Following construction, operation and maintenance of the digital billboard would require only infrequent site visits by lessee or operator staff, estimated at a few times per year. Because construction activities would be temporary, limited in scope, and confined to the project site, and because long-term operations would not generate substantial traffic volumes, the proposed project would not conflict with City of Rancho Cordova policies related to transportation, transit, pedestrian, or bicycle facilities. Therefore, impacts would be less than significant.

b) Conflict or be inconsistent with CEQA Guidelines § 15064.3, subdivision (b)?

Less-than-Significant Impact. As discussed above, construction of the proposed digital billboard would generate a limited number of construction-related trips over an approximately two-week period. These construction trips represent temporary redistribution of existing vehicle trips across the regional transportation network, rather than the generation of new permanent trips. In addition, construction activities would be short-term in duration. Therefore, construction activities would not substantially increase vehicle miles traveled (VMT) in the region. Following construction, operation and maintenance of the digital billboard would require only infrequent site visits by lessee or operator staff, estimated at no more than a few visits per year. The City's Transportation Impact Guidelines establish a small-project screening criterion for projects generating fewer than 237 daily trips. As the proposed project's operational trips would be far below this screening threshold, the project would not be expected to substantially increase VMT in the region. Impacts related to VMT would therefore be considered less than significant.

c) Substantially increase hazards due to a geometric design feature (e.g., sharp curves or dangerous intersections) or incompatible uses (e.g., farm equipment)?

No Impact. The proposed project would not involve the creation or modification of any roadways and, therefore, would not introduce any unsafe geometric design features. Construction-related traffic would utilize the existing driveway on Fite Circle to access the project site, and all construction activities and staging would occur entirely within the existing paved areas of the site. As a result, the project would not substantially increase roadway hazards or result in any adverse impacts related to design features.

d) Result in inadequate emergency access?

Less-than-Significant Impact. During the approximately two-week construction period for the proposed digital billboard, construction vehicles would access the project site from Folsom Boulevard via Fite Circle, a local roadway providing direct access to the site's existing driveway near the northern end of the property. Folsom Boulevard is a four-lane, east-west arterial that is straight and easily navigable by emergency vehicles. In addition, the project site contains ample unused parking areas to accommodate construction vehicle queueing and parking, which would prevent any back-ups onto Fite Circle or Folsom Boulevard. As a result, the proposed project would not impair emergency access, and impacts related to emergency vehicle circulation would be less than significant.

3.18 TRIBAL CULTURAL RESOURCES

ENVIRONMENTAL ISSUES		Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
XVIII Tribal Cultural Resources. Would the project:					
a)	Would the project cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code § 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe, and that is:	☐	☒	☐	☐
i	Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code section 5020.1(k), or	☐	☒	☐	☐
ii	A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code § 5024.1. In applying the criteria set forth in subdivision (c) of Public Resource Code § 5024.1, the lead agency shall consider the significance of the resource to a California Native American tribe.	☐	☒	☐	☐

3.18.1 SETTING

The project site lies within the ethnographic territory of the Nisenan, who primarily occupied lands east of the Sacramento River. The Nisenan were one of three Maiduan speaking tribelets (i.e., Maidu, Konkow, Nisenan) who inhabited the northeastern half of the Sacramento Valley and adjoining western slopes of the Sierra Nevada. Ethnographic village sites along the American River in Nisenan territory include Ekwo (on Sunrise Boulevard), Shiba (on Hazel Avenue), and Yodok (at Folsom). Nisenan villages varied considerably in size, with a large village containing from 40 to 50 domed earthen houses and more than 500 people. A typical settlement in the lowland areas of Nisenan territory would be situated on natural rises along the major rivers and streams. The Nisenan were organized like many California Indian communities; a certain territory was identified as belonging to a group, and that group recognized themselves as a unit (i.e., tribelet). Several affiliated villages may have existed in the tribelet territory. Each village, and often a group of allied villages, had a headman, whose duty was to advise the members of the community. No larger levels of political organization occurred beyond these village affiliations (Shipley 1978:82–85; Kroeber 1925:395–398; Wilson and Towne 1978:388, 393).

The Nisenan were affected little by the early Spanish and Mexican incursions into California's interior. They were, however, greatly affected by a malaria epidemic that ravaged parts of California during the 1830s, believed to have been spread by fur trappers. The disease often killed entire villages, and 75 percent of the population is estimated to have died because of the epidemic. The Nisenan who survived the epidemic were among the California groups most affected by the Gold Rush of 1849. In 1948, John Marmust discovered gold at Coloma, in

Nisenan territory. Soon afterwards, fortune seekers descended on the Nisenan and adjoining territories and, within a short time span, Nisenan lands were overrun. Descendants of the Nisenan who survived those harsh times are thriving today as part of the greater Sacramento community (Wilson and Towne 1978:396).

CONCEPTS AND TERMINOLOGY FOR IDENTIFICATION OF TRIBAL CULTURAL RESOURCES

Tribal cultural resources are defined in CEQA as a site, feature, place, cultural landscape, sacred place, or object with cultural value to a California Native American tribe, which may include non-unique archaeological resources previously subject to limited review under CEQA.

ASSEMBLY BILL 52 NATIVE AMERICAN CONSULTATION

In compliance with AB 52, Native American consultation was initiated for the proposed project. The Native American Heritage Commission (NAHC) was contacted on April 30, 2025, to obtain a CEQA tribal consultation list and to request a Sacred Lands File search for known cultural and tribal cultural resources within or near the project site. Results of the search returned by the NAHC on May 1, 2025, and was negative for Native American cultural resources in the project vicinity. The NAHC provided contact information for tribal members and organizations affiliated with the region to be contacted for more information on the potential of Native American cultural resources within or near the project area for consultation under AB 52:

- ▶ Colfax-Todds Valley Consolidated Tribe
- ▶ Shingle Spring Band of Miwok Indians
- ▶ TSI-AKIM Maidu of the Taylorsville Rancheria
- ▶ United Auburn Indian Community of the Auburn Rancheria (UAIC)
- ▶ Wilton Rancheria

On May 27, 2025 the City sent letters informing the tribes of the project and providing a formal invitation to consult under AB 52. The same letter was emailed by the City to the recipients. The UAIC responded via email on June 10, 2025 (Starkey 2025) that they conducted a background search for the identification of Tribal Cultural Resources for this project that included a review of pertinent literature, historic maps, and a records search using UAIC's Tribal Historic Information System (THRIS). The THRIS database is composed of UAIC's areas of oral history, ethnographic history, and places of cultural and religious significance, including UAIC Sacred Lands that are submitted to the NAHC. The THRIS resources shown in this region also include previously recorded indigenous resources identified through the California Historic Resources Information System Center (CHRIS) as well as historic resources and survey data. Based on careful review, UAIC determined that the project area does not have any known TCRs present, and they do not require to conduct a tribal survey. The UAIC Tribal Historic Preservation Officer (THPO) Joseph Fore's recommendation included an unanticipated discoveries mitigation measure to reduce impacts to any TCRs that may be discovered during project construction (PRC §21080.3.2(a)), which was provided as part of the consultation.

The Shingle Springs Band of Miwok Indians responded to the City via email on June 17, 2025 with a formal request to be added as a consulting party and requested any and all completed records searches and/or surveys in and around the project area prior before a meeting with the City (Perry 2025). No additional responses from tribes have been received as of the release of the IS/MND and AB 52 consultation with the City is ongoing.

RECORDS SEARCH

A records search of the project site and a 0.25-mile buffer was completed on April 30, 2025, at the North Central Information Center (NCIC) of the California Historic Resources Information System at California State University, Sacramento (NCIC File No. SAC-25-83). A summary of the records search results is presented in Section 3.5, "Cultural Resources." No tribal cultural resources or precontact archaeological resources associated with tribal cultural resources were identified on the project site or within a 0.25-mile radius of the project site.

3.18.2 DISCUSSION

- a) **Would the project cause a substantial adverse change in the significance of a tribal cultural resource, defined in Public Resources Code § 21074 as either a site, feature, place, cultural landscape that is geographically defined in terms of the size and scope of the landscape, sacred place, or object with cultural value to a California Native American tribe, and that is:**
 - i) **Listed or eligible for listing in the California Register of Historical Resources, or in a local register of historical resources as defined in Public Resources Code section 5020.1(k),**
 - ii) **A resource determined by the lead agency, in its discretion and supported by substantial evidence, to be significant pursuant to criteria set forth in subdivision (c) of Public Resources Code § 5024.1. In applying the criteria set forth in subdivision (c) of Public Resource Code § 5024.1, the lead agency shall consider the significance of the resource to a California Native American tribe.**

Less-than-Significant with Mitigation Incorporated. No tribal cultural resources have been identified on the project site. As part of the AB 52 consultation process, the UAIC conducted a background search for this project and determined that the project area does not have any known TCRs present (Starkey 2025). Based on the results of the NCIC records search and NAHC Sacred Lands File search, there is low potential that buried archaeological resources associated with tribal cultural resources would be encountered during ground-disturbing activities for the proposed project. However, despite the limited extent of ground disturbance, if previously unknown tribal cultural resources were encountered during these ground-disturbing activities, this impact could be **potentially significant**.

The UAIC provided the following Unanticipated Discoveries mitigation measure intended to address the identification and treatment of unanticipated discoveries of potential TCRs or resources of cultural significance to UAIC during ground-disturbing activities (Starkey 2025).

Mitigation Measure TCR-1: Unanticipated Discoveries of Tribal Cultural Resources

If any suspected TCRs or resources of cultural significance to UAIC, including but not limited to features, anthropogenic/cultural soils, cultural belongings or objects (artifacts), shell, bone, shaped stones or bone, or ash/charcoal deposits are discovered by any person during construction activities including ground disturbing activities, all work shall pause immediately within 100 feet of the find, or an agreed upon distance based on the project area and nature of the find. Work shall cease in and within the immediate vicinity of the find regardless of whether the construction is being actively monitored by a Tribal Monitor, cultural resources specialist, or professional archaeologist.

A Tribal Representative and the City of Rancho Cordova shall be immediately notified, and the Tribal Representative in coordination with the City of Rancho Cordova shall determine if the find is a TCR (PRC §21074) and the Tribal Representative shall make recommendations for further evaluation and treatment as necessary.

TREATMENT AND DOCUMENTATION:

The culturally affiliated Tribe shall consult with the City of Rancho Cordova to (1) identify the boundaries of the new TCR and (2) if feasible, identify appropriate preservation in place and avoidance measures, including redesign or adjustments to the existing construction process, and long-term management, or 3) if avoidance is infeasible, a reburial location in proximity of the find where no future disturbance is anticipated. Permanent curation of TCRs will not take place unless approved in writing by the culturally affiliated Tribe.

The construction contractor(s) shall provide secure, on-site storage for culturally sensitive soils or objects that are components of TCRs that are found or recovered during construction. Only Tribal Representatives shall have access to the storage. Storage size shall be determined by the nature of the TCR and can range from a small lock box to a conex box (shipping container). A secure (locked), fenced area can also provide adequate on-site storage if larger amounts of material must be stored.

The construction contractor(s) and the City of Rancho Cordova shall facilitate the respectful reburial of the culturally sensitive soils or objects. This includes providing a reburial location that is consistent with the Tribe's preferences, excavation of the reburial location, and assisting with the reburial, upon request.

Any discoveries shall be documented on a Department of Parks and Recreation (DPR) 523 form within 2 weeks of the discovery and submitted to the appropriate CHRIS center in a timely manner.

Work at the TCR discovery location shall not resume until authorization is granted by the City of Rancho Cordova in coordination with the culturally affiliated Tribe.

If articulated or disarticulated human remains, or human remains in any state of decomposition or skeletal completeness are discovered during construction activities, the County Coroner and the culturally affiliated Tribe shall be contacted immediately. Upon determination by the County Coroner that the find is Native American in origin, the Native American Heritage Commission will assign the Most Likely Descendent who will work with the project proponent to define appropriate treatment and disposition of the burials.

SIGNIFICANCE AFTER MITIGATION

Implementation of Mitigation Measure TCR-1 would reduce project-related impacts to unanticipated discoveries of TCRs to **Less than Significant with Mitigation Incorporated**.

3.19 UTILITIES AND SERVICE SYSTEMS

ENVIRONMENTAL ISSUES	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
XIX. Utilities and Service Systems. Would the project:				
a) Require or result in the relocation or construction of new or expanded water, or wastewater treatment facilities or storm water drainage, electric power, natural gas, or telecommunications facilities, the construction or relocation of which could cause significant environmental effects?	☐	☐	☐	☒
b) Have sufficient water supplies available to serve the project and reasonably foresee future development during normal, dry and multiple dry years?	☐	☐	☒	☐
c) Result in a determination by the waste water treatment provider, which serves or may serve the project that it has adequate capacity to serve the project's projected demand in addition to the provider's existing commitments?	☐	☐	☐	☒
d) Generate solid waste in excess of state or local standards, or in excess of the capacity of local infrastructure, or otherwise impair the attainment of solid waste reduction goals?	☐	☐	☒	☐
e) Comply with federal, State, and local management and reduction statutes and regulations related to solid waste?	☐	☐	☐	☒

3.19.1 SETTING

Potable water for the project site and the surrounding area is supplied by the California American Water Company (American Water), Sacramento Main District (District). The project site is situated within the District's Suburban-Rosemont Supply Area. Most of the water to supply the Suburban-Rosemont area comes from groundwater, and a small amount is purchased or imported water. Modeling performed for the District's 2021 Urban Water Management Plan indicated that sufficient water supply is available to meet demand during normal, dry, and multiple-dry years through the year 2040 (Murraysmith 2021).

Electrical service to the project site is provided by the Sacramento Municipal Utility District. Please see Section 3.6, "Energy," of this IS/MND for the discussion and analysis related to energy use.

The Sacramento Area Sewer District (SacSewer) provides wastewater collection services in the project area and operates the EchoWater Resource Recovery Facility near Elk Grove, which provides wastewater treatment and recycled water for the Sacramento region including the project site.

There are several landfills in the Sacramento region that are permitted to receive construction debris, including the privately operated L&D Landfill and Material Recovery Facility (located at 8635 Fruitridge Road), and the Kiefer

Landfill operated by Sacramento County (located at 12701 Kiefer Boulevard). Table 3.19-1 shows the maximum capacity, remaining capacity, and closure date of these landfills.

Table 3.19-1. Landfills in the Project Region

Facility	Location	Capacity
L and D Landfill	8635 Fruitridge Road Sacramento, CA 95826	Maximum permitted capacity: 20.5 million cubic yards Remaining capacity: 3.1 million cubic yards Closure date: December 31, 2030
Kiefer Landfill	12701 Kiefer Boulevard Sloughhouse, CA 95683	Maximum permitted capacity: 117.4 million cubic yards Remaining capacity: 102.3 million cubic yards Closure date: January 1, 2080

Sources: CalRecycle 2025a, 2025b

3.19.2 DISCUSSION

- a) Require or result in the relocation or construction of new or expanded water, or wastewater treatment facilities or storm water drainage, electric power, natural gas, or telecommunications facilities, the construction or relocation of which could cause significant environmental effects?**

No Impact. The proposed project consists of installation and operation of a digital freeway sign (i.e., a telecommunications device). Electrical service for the proposed project would be provided by the Sacramento Municipal Utility District, and project-related construction includes a 1.5-foot-deep utility trench for a new underground electrical line from the proposed sign to an existing electrical panel on the adjacent light industrial building (see Section 3.6, “Energy,” for additional analysis). As discussed in Section 3.10, “Hydrology and Water Quality,” the existing on-site stormwater drainage system would continue to be used, and no additions or modifications would be required. Furthermore, no new or expanded water, wastewater treatment, or natural gas facilities would be required. The potential physical environmental impacts of constructing and operating the proposed digital freeway sign and installing the adjacent underground electrical line are evaluated throughout all of the topic area sections of this IS/MND (Sections 3.1 through 3.20), along with the Mandatory Findings of Significance (Section 3.21). There are no other physical environmental impacts specific to the provision of utilities or service systems that are not already evaluated in the individual topic area sections of this IS/MND. Thus, there would be no impact.

- b) Have sufficient water supplies available to serve the project and reasonably foresee future development during normal, dry and multiple dry years?**

Less-than-Significant Impact. The proposed project consists of installation and operation of a digital freeway sign. Minimal water would be required during the project’s two-week construction phase for dust control and soil compacting, and this water would be supplied by water trucks. No water would be required during project operation. American Water has determined that the Suburban-Rosemont Supply Area within the Sacramento Main District has sufficient water supplies to serve projected demand through the year 2040 (including projected future growth) during normal, dry and multiple-dry years (Murraysmith 2021). Therefore, the minimal amount of water required during the project’s two-week construction phase would result in a less-than-significant impact related to sufficiency of water supplies.

- c) **Result in a determination by the waste water treatment provider, which serves or may serve the project that it has adequate capacity to serve the project's projected demand, in addition to the provider's existing commitments?**

No Impact. The proposed project consists of a digital sign, which does not require or include wastewater treatment. Temporary, portable restrooms would be provided for construction workers during the construction phase. Thus, there would be no impact related to the provision of wastewater treatment.

- d) **Generate solid waste in excess of state or local standards, or in excess of the capacity of local infrastructure, or otherwise impair the attainment of solid waste reduction goals?**

Less-than-Significant Impact. Construction of the proposed project would generate a total of approximately 42 cubic yards of soil that would be excavated and removed from the project site. A small amount of asphalt pavement would be removed from the location of the electrical utility trench. Both the L&D Landfill (approximately 6 miles southwest of the project site) and the Kiefer Landfill (approximately 27 miles southeast of the project site) are permitted to accept construction debris, including soil and asphalt for recycling. As shown in Table 3.19-1, both landfills have capacity to accept the small amount of construction debris that would be generated by the proposed project. Therefore, the proposed project would not generate solid waste in excess of State or local standards, or in excess of the capacity of local infrastructure, or otherwise impair the attainment of solid waste reduction goals, and this impact would be less than significant.

- e) **Comply with federal, State, and local management and reductions statutes and regulations related to solid waste?**

No Impact. The California Integrated Waste Management Act of 1989 (Assembly Bill [AB] 939) required each local jurisdiction in the State to divert a minimum of 50 percent of discarded materials away from disposal in landfills. AB 341 subsequently established that at least 75 percent of the solid waste that is generated must be source-reduced, recycled, or composted by the year 2020. CALGreen requires, as part of the California Green Building Standards Code, Title 24, California Code of Regulations, that 65 percent of nonhazardous construction and demolition debris be diverted from the waste stream. Rancho Cordova Municipal Code Chapter 16.92 requires that construction and demolition material be delivered to a certified recycling facility to further the city's efforts to reduce waste deposited in landfills and to meet or exceed the mandatory diversion requirements imposed by AB 939 and the California Green Building Standards Code requirements. The proposed project would comply with Rancho Cordova Municipal Code Chapter 16.92 by sending the construction-related soil and asphalt materials to a recycling facility with capacity to accept the materials, as described in detail in criterion d) above. No solid waste would be generated during project operation. Therefore, the proposed project would comply with federal, State, and local management and reduction statutes and regulations related to solid waste, and there would be no impact.

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3.20 WILDFIRE

ENVIRONMENTAL ISSUES	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
XX Wildfire. Would the project:				
a) Substantially impair an adopted emergency response plan or emergency evacuation plan?	☐	☐	☐	☒
b) Due to slope, prevailing winds, and other factors, exacerbate wildfire risks, and thereby expose project occupants to pollutant concentrations from a wildfire or the uncontrolled spread of a wildfire?	☐	☐	☐	☒
c) Require the installation or maintenance of associated infrastructure (such as roads, fuel breaks, emergency water sources, power lines or other utilities) that may exacerbate fire risk or that may result in temporary or ongoing impacts to the environment?	☐	☐	☐	☒
d) Expose people or structures to significant risks, including downslope or downstream flooding or landslides, as a result of runoff, post-fire slope instability, or drainage changes?	☐	☐	☐	☒

3.20.1 SETTING

Public Resources Code Sections 4201–4204 and Government Code Sections 51175–51189 require identification of fire hazard severity zones within the state of California. Fire hazard severity zones are measured qualitatively, based on vegetation, topography, weather, crown fire potential (a fire’s tendency to burn upward into trees and tall brush), and ember production and movement within the area in question. The California Department of Forestry and Fire Protection (CAL FIRE) delineates three potential wildfire hazard ratings: moderate, high, and very high. These classifications indicate “hazard” not “risk.” CAL FIRE’s fire “hazard” rating is based on the physical conditions that create a likelihood for wildfire in combination with expected fire behavior, over a 30- to 50-year period (without considering measures such as home hardening, recent wildfires that have burned vegetation, or fuel reduction efforts).

The project site is within a Local Responsibility Area—land where the primary responsibility for firefighting falls within the purview of a local agency rather than a State agency. Based on the most recent (2025) fire hazard severity zone ratings issued by CAL FIRE for Local Responsibility Areas, the project site and the surrounding lands are not classified, meaning that the fire hazard is low (i.e., they are not within moderate, high, or very high fire hazard severity zones) (CAL FIRE 2025).

The nearest State Responsibility Area is east of Grant Line Road, approximately 7.5 miles east of the project site (CAL FIRE 2025). The nearest very high fire hazard severity zone is in El Dorado County east of Latrobe Road, approximately 17 miles east of the project site (CAL FIRE 2025).

The project site is within an office/light industrial park in an urbanized area of the City of Rancho Cordova, and is surrounded by office and light industrial buildings and paved parking areas to the north, east, and west. U.S. 50,

which consists of 12 travel lanes and is approximately 190 feet in total width of paved area, is immediately south of the project site.

3.20.2 DISCUSSION

a) Substantially impair an adopted emergency response plan or emergency evacuation plan?

No Impact. The project site is not located in or near a State Responsibility Area or lands classified as very high fire hazard severity zones, and the existing fire hazard at the project site is low (CAL FIRE 2025). As discussed in criterion (f) in Section 3.9, “Hazards and Hazardous Materials,” project-related construction would be minor in nature (drilling a hole and pouring concrete to support the sign post and trenching for an underground electrical line) and would occur during weekdays over a two-week period. The location where the proposed digital sign would be installed is adjacent to a paved parking area and is approximately 400 feet from the travel lanes on Fite Circle, and project-related construction would not require lane closures. Regular operation of the sign would require no more than four daily visits by one person per year. Therefore, the proposed project would not impair implementation of or physically interfere with an adopted emergency response plan or emergency evacuation plan, and there would be no impact.

b) Due to slope, prevailing winds, and other factors, exacerbate wildfire risks, and thereby expose project occupants to pollutant concentrations from a wildfire or the uncontrolled spread of a wildfire?

No Impact. The project site is not located in or near a State Responsibility Area or lands classified as very high fire hazard severity zones (CAL FIRE 2025). The project site and the surrounding area are flat. The existing wildland fire hazard at the project site is low (CAL FIRE 2025), and installation of the proposed digital sign would not exacerbate the existing fire hazard conditions. Therefore, due to slope, prevailing winds, and other factors, the proposed project would not exacerbate wildfire risks, and would not expose project occupants to pollutant concentrations from a wildfire or the uncontrolled spread of a wildfire, and there would be no impact.

c) Require the installation or maintenance of associated infrastructure (such as roads, fuel breaks, emergency water sources, power lines or other utilities) that may exacerbate fire risk or that may result in temporary or ongoing impacts to the environment?

No Impact. The project site is not located in or near a State Responsibility Area or lands classified as very high fire hazard severity zones, and the existing wildland fire hazard at the project site is low (CAL FIRE 2025). The proposed project consists of a new digital sign and a short trench for an underground electrical line, and does not require the installation or maintenance of associated infrastructure that may exacerbate fire risk or that may result in temporary or ongoing impacts to the environment related to wildfire, and there would be no impact.

- d) **Expose people or structures to significant risks, including downslope or downstream flooding or landslides, as a result of runoff, post-fire slope instability, or drainage changes?**

No Impact. The project site is not located in or near a State Responsibility Area or lands classified as very high fire hazard severity zones, and the existing wildland fire hazard at the project site is low (CAL FIRE 2025). The proposed project consists of installation of a digital sign, and would not exacerbate the existing fire hazard conditions. Therefore, the proposed project would not expose people or structures to significant risks, including downslope or downstream flooding or landslides, as a result of runoff, post-fire slope instability, or drainage changes from wildland fires. Thus, there would be no impact.

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3.21 MANDATORY FINDINGS OF SIGNIFICANCE

ENVIRONMENTAL ISSUES	Potentially Significant Impact	Less Than Significant with Mitigation Incorporated	Less Than Significant Impact	No Impact
XXI. Mandatory Findings of Significance.				
a) Does the project have the potential to substantially degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of an endangered, rare, or threatened species, or eliminate important examples of the major periods of California history or prehistory?	☐	☒	☐	☐
b) Does the project have impacts that are individually limited, but cumulatively considerable? (“Cumulatively considerable” means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects.)	☐	☐	☒	☐
c) Does the project have environmental effects that will cause substantial adverse effects on human beings, either directly or indirectly?	☐	☒	☐	☐

Authority: Public Resources Code Sections 21083, 21083.5.

Reference: Government Code Sections 65088.4.

Public Resources Code Sections 21080, 21083.5, 21095; *Eureka Citizens for Responsible Govt. v. City of Eureka* (2007) 147 Cal.App.4th 357; *Protect the Historic Amador Waterways v. Amador Water Agency* (2004) 116 Cal.App.4th at 1109; *San Franciscans Upholding the Downtown Plan v. City and County of San Francisco* (2002) 102 Cal.App.4th 656.

3.21.1 DISCUSSION

- a) **Does the project have the potential to substantially degrade the quality of the environment, substantially reduce the habitat of a fish or wildlife species, cause a fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of an endangered, rare, or threatened species, or eliminate important examples of the major periods of California history or prehistory?**

Less than Significant with Mitigation Incorporated. As described in Section 3.4, “Biological Resources,” implementation of Mitigation Measure BIO-1 would reduce potentially significant impacts on nesting migratory birds to a **less-than-significant** level.

As discussed in Section 3.5, “Cultural Resources,” and Section 3.18 “Tribal Cultural Resources” implementation of Mitigation Measures CUL-1 and TCR-1 would reduce potentially significant impacts resulting from inadvertent damage or destruction of significant cultural resources, tribal cultural resources, and inadvertent disturbance to human remains to a **less-than-significant** level.

As discussed in Section 3.7, “Geology and Soils”, implementation of Mitigation Measure GEO-1 would reduce destruction of or damage to previously unknown unique, scientifically important paleontological resources to a **less-than-significant** level.

Therefore, with implementation of outlined mitigation measures, the proposed project would result in less-than-significant impacts involving the potential to degrade the quality of the environment, substantially reduce the habitat of fish or wildlife species, cause fish or wildlife population to drop below self-sustaining levels, threaten to eliminate a plant or animal community, reduce the number or restrict the range of a rare or endangered plant or animal, or eliminate important examples of the major period of California history or prehistory.

- b) Does the project have impacts that are individually limited, but cumulatively considerable? (“Cumulatively considerable” means that the incremental effects of a project are considerable when viewed in connection with the effects of past projects, the effects of other current projects, and the effects of probable future projects.)**

Less-than-Significant Impact. The geographic context for cumulative impacts is generally limited to the immediate vicinity of the project site with the exception of air quality and greenhouse gas impacts, which are more regional. Past, present, and foreseeable future projects in the vicinity of the project site include:

- Development and ongoing operation of the nearby transportation networks (Sacramento Regional Transit Light Rail, Folsom Boulevard, US 50), and surrounding commercial and residential development.

Air quality and greenhouse gas impacts are inherently cumulative by nature, and the impact discussions in Sections 3.3 and 3.8 already consider potential cumulative impacts, which were found to be less than significant or less than significant with mitigation.

Because the majority of project impacts would be short-term, localized impacts that would only occur during the two-week construction period of project implementation, and because none of the past or future projects would overlap with that implementation period, there would be no potential for short-term impacts such as disturbance of wildlife species, construction noise, water quality, or traffic safety to combine with the impacts of other projects to cause a significant cumulative impact.

Therefore, the proposed project’s contribution to a cumulative impact would not be considerable, and would be less than significant.

- c) Does the project have environmental effects that will cause substantial adverse effects on human beings, either directly or indirectly?**

Less than Significant with Mitigation Incorporated. The proposed project could potentially cause substantial adverse effects on human beings in relation to air quality. However, the proposed project would implement mitigation measure MM AIR-1 identified in the air quality section of this IS/MND. This mitigation measure would reduce potentially significant impacts in this resource area to a **less-than-significant** level. In addition, the proposed project would comply with all applicable regulations identified throughout the IS/MND. As such, the proposed project would not cause a substantial direct or indirect adverse effect on human beings.

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None.

CHAPTER 2. PROJECT DESCRIPTION

None.

CHAPTER 3. ENVIRONMENTAL CHECKLIST

None.

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APPENDIX A

Sign Lighting Study by Watchfire Signs

Available for viewing or download on the City of Rancho Cordova's website at:

<https://www.cityofranchocordova.org/departments/community-development/planning/planning-division-document-library>

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APPENDIX B

Biological Resources CNDDDB Database Search and Focal Point Arborist Report

Available for viewing or download on the City of Rancho Cordova's website at:

<https://www.cityofranchocordova.org/departments/community-development/planning/planning-division-document-library>

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**Responses to Public Comments
Fite Circle Digital Sign Project Initial Study / Mitigated Negative Declaration**

Public Agencies

Comment A1 – Sacramento Area Sewer District

Subject: NOTICE OF INTENT TO ADOPT A MITIGATED NEGATIVE DECLARATION FOR FITE CIRCLE DIGITAL SIGN PROJECT

APN: 077-0330-039, File No: PLND-1124-0113

Dear Mr. Sosa,

The Sacramento Area Sewer District (SacSewer) has reviewed the subject document. The Project is in the southern portion of a paved parking lot at 3127 Fite Circle in the City of Rancho Cordova. The project site is approximately 2.1 acres in total land area and encompasses Assessor's Parcel Number (APN) 077-0330-039.

The proposed project includes a conditional use permit to construct a digital billboard sign with electronic display on the north side of U.S. Highway 50 (U.S. 50) near Fite Circle between Bradshaw Road and Routier Road in the City of Rancho Cordova. The proposed project also includes a Zoning Code amendment to the Digital Freeway Signs Overlay Area, and a request for some deviations from the standards of the Zoning Code requirements as part of the Operating Agreement, including the proposed display area of the digital sign, which would be 1,200 square feet per display face (i.e., 528 square feet larger than the current display size limit of 672 square feet). The sign would be located in one 2.1-acre parcel currently developed as a commercial business. The proposed digital sign would have a monopole that would support two electronic displays (one each angled east and west) to provide line-of-sight for U.S. 50 Highway motorists. The pole would be 60 feet above ground. The bottom digital display faces would be elevated approximately 40 feet above grade. The Project's digital sign will be operated remotely with no permanent on-site operations and maintenance personnel, and no occupied buildings or habitable structures.

SacSewer provides local sewer service to the proposed project site via its collection system and conveys sewage from the collection system to the EchoWater Resource Recovery Facility for treatment, resource recovery, and disposal.

SacSewer is not a land-use authority and plans and designs its sewer systems using information from land-use authorities. SacSewer bases the projects identified within its planning documents on growth projections provided by these land-use authorities.

Customers receiving service from SacSewer are responsible for rates and fees outlined within the latest SacSewer ordinance. Fees for connecting to the sewer system recover the capital investment of sewer and treatment facilities that serve new customers. SacSewer does not guarantee sewer service or system capacity to the property until the property obtains proper permits to connect to the system and pays all facility impact (capacity) fees. The SacSewer ordinances are on the SacSewer website at Ordinances - Sacramento Area Sewer District (sacsewer.com).

If you have any questions regarding these comments, please call me at (916) 875-2917.

Sincerely, Manjot Dhugga, SacSewer Development Services

Response A1

The comment provides general background information on the project and summarizes SacSewer's understanding of the proposed project. This information is not a comment on the contents of the environmental document or its technical adequacy. As discussed in Initial Study Section 3.19, "Utilities and Service Systems," Impact (c), the proposed project consists of a digital sign, which does not require or include wastewater treatment. Temporary, portable restrooms would be provided for construction workers during the construction phase. No services by SacSewer would be required.

Individuals**Comment I1 – James Garcia**

RE: Public Comment for proposed: Fite Circle Digital Sign Project

I am opposed to the approval of the proposed digital sign project for several reason[s]:

- 1) Our municipal code Section 23.743.150 Digital freeway signs are very clear on requirements. The points below are taken from this code.
 - Digital freeway signs are only allowed as billboard relocations or as conversions of an existing billboard in place.
 - Development Standards - Area. The maximum area of each digital display area is 672 square feet.
 - Billboard Removal. For every one digital freeway sign installed, the applicant must permanently remove at least four legally existing billboard structures (each of which may have more than one billboard sign face) within the city prior to operation of the digital freeway sign. An existing billboard being refurbished as a digital freeway sign may count as one of the four required permanent removals.
 - Traffic Safety. The sign shall not create a visibility hazard to traffic on adjacent streets, freeways, or parking areas. The sign will not reduce parking availability as required by this title. The sign will not interfere with on-site vehicular circulation.
 - Amendment to the Digital Freeway Overlay area to include an entire new section of the freeway not already established.
- 2) There is no removal of any existing billboard signs to justify the creation of a digital sign.
- 3) The sign would exceed our allowable area by 528 square feet, which is a 78.6% increased area. Making a large deviation from the already established size limits within our municipal code.
- 4) This project is not planning on removing 4 existing signs.
- 5) On page 17 of the report, the proposed location would be positioned in a current location where existing parking spaces are located and on page 29 of the report there is no mention of this reduced parking availability.
- 6) Once again, the proposed location is not within our established Digital Freeway Overlay section of the municipal code that allows by permit the use of digital freeway signs.

- 7) On page 25 of the report, there is mention of the existing buildings of 15-20 feet tall, by adding a digital sign that is 60 feet tall this changes the way the light from the area will now be cast to the residential houses on the south side of the freeway. The existing 15-foot-tall sound wall will no longer provide the proper barriers to prevent the light pollution from the new signs. On page 33 of the report, it discusses that the light levels will be consistent with the surrounding overhead street and highway lights, building and parking lot security lighting, illuminated signage on buildings and marquees, and vehicle lights. This is not the case when the existing lighting is at a height of 20 feet vs. the new 60-foot-tall digital sign.

Based on all these non-compliant standards, I cannot see this project moving forward even with the addition of a conditional use permit and operating agreement with the city. This would be yet another time the city makes exceptions to a pet project by the Cordova Community Council as was approved by the city council on February 5, 2024 for the 2 digital signs at the Mineshaft property.

Thank you, James Garcia

Response 11

The commenter expresses concerns about the project and the requested deviations from the City's Municipal Code. These comments do not address the adequacy of the analysis in the environmental document.

The contents of Rancho Cordova Municipal Code Section 23.743.150, Digital Freeway Signs Overlay, are presented in the Initial Study Section 3.1, "Aesthetics," on pages 3.1-3 through 3.1-6. Although it is correct that digital freeway signs are generally only allowed as billboard relocations or as conversions of an existing billboard in place, as noted on page 3.1-6 of the Initial Study, Municipal Code Section 23.743.150(C)(3) Development Standards states that, "[A]t the applicant's request, the city and applicant may enter into an operating agreement in conjunction with the issuance of a conditional use permit for a digital freeway sign. *The city and applicant may use the operating agreement, on a case-by-case basis, to deviate from the development standards in subsection (C)(1) of this section or reduce the required billboard removals under subsection (C)(2) of this section.* The council will only approve an operating agreement if it determines that the operating agreement achieves community benefits that are equivalent to those that would be achieved through strict compliance with subsection (C)(1) or (C)(2) of this section." (Emphasis added.)

As described in Initial Study Chapter 2, "Project Description," page 2-4, the proposed project includes a request for several deviations from the standards of the Zoning Code (Section 23.743.150) requirements as part of the Operating Agreement, including the proposed display area of the digital sign, which would be 1,200 square feet per display face (i.e., 528 square feet larger than the current display size limit of 672 square feet). The increased display size has been requested by the project applicant because the sign would be installed 110 feet from the U.S. Highway 50 right-of-way, which is a longer distance than is typical from the motorists who would be viewing the sign. The applicant is also utilizing the proper channels of obtaining an operating agreement to deviate from the development standards in Municipal Code Section 23.743.150(C)(3), including subsection (C)(2) to reduce the required billboard removals.

As shown on Initial Study Exhibit 2-2 (Chapter 2, "Project Description," page 2-3), the proposed digital sign would be installed at the southeastern end of the existing paved parking area at the edge of the property boundary. As described on Initial Study page 2-4, the monopole that would hold the sign would be 5 feet in diameter, and the bottom of the sign would be elevated approximately 40 feet above the

existing ground surface. Because of the elevated height above ground, vehicles would be able to park in the existing spaces underneath the sign. The existing parking spaces are 9 feet wide and 18 feet long; therefore, a compact vehicle would still be able to park in the space where the monopole would be installed, and no parking spaces would be lost from project operation. Initial Study Exhibit 2-2 also shows the proposed construction staging area, and as stated on Initial Study page 2-4, approximately 24 existing parking spaces would be temporarily unavailable during construction for a period of two weeks, and there are more than 80 other parking spaces available immediately adjacent to the proposed staging area. Therefore, a significant impact from loss of parking would not occur. Because the sign would be placed immediately adjacent to the southern property boundary and would be elevated, it would not interfere with on-site vehicular circulation and would not create a visibility hazard for traffic on adjacent streets, freeways, or parking areas.

As explained in Initial Study Chapter 2, "Project Description," on page 2-4, the proposed project also includes a Zoning Code amendment to the Digital Freeway Signs Overlay Area that would add an area between Bradshaw Road and Routier Road bounded by Highway 50 to the south, 9778 Business Park Drive to the west, Business Park Drive and Fite Circle to the North, and the edges of the industrial zoned property on Fite Circle to the east (see Initial Study Exhibit 2-4 on page 2-7, and Exhibit 3.1-5 on page 3.1-8). If the proposed amendment is approved by the City Council, digital signs (including the proposed project) would be allowed within this expanded area.

The existing sound wall on the south side of U.S. 50 is intended to reduce freeway noise levels at the adjacent and nearby residences south of U.S. 50. The soundwall does also provide a secondary benefit in terms of reducing the impact of nighttime lighting from vehicle headlights on U.S. 50. However, the purpose of the sound wall is to reduce noise levels; it does not provide an aesthetics function. As explained in Initial Study Section 3.1, "Aesthetics," Impact (d) (page 3.1-9), to ensure compliance with the Rancho Cordova Municipal Code, a lighting study for the proposed project was performed by Watchfire Signs (which was attached to and circulated with the Initial Study as Appendix A). Watchfire has adopted the brightness standards endorsed by both the International Sign Association and the Outdoor Advertising Association of America, which are based on accepted practices by the Illuminating Engineering Society of North America for evaluating and controlling "light trespass." The lighting study modeled the amount of nighttime lighting that would be generated by the proposed digital sign in foot candles at distances up to 500 feet to the east and west, and at viewing angles ranging from 0 to 70 degrees. Modeling results showed that the amount of light generated would decrease greatly with increasing distance and increasing viewing angle, in both east and west directions. At a distance of 250 feet from the sign face (U.S. Highway 50 travel lanes), the proposed digital sign would generate a maximum of approximately 0.2 foot candles (Watchfire 2025). Therefore, the proposed digital sign would be consistent with Rancho Cordova Municipal Code Section 23.743.150 (Digital Freeway Signs Overlay), which requires that the amount of light generated by a digital sign cannot increase the overall ambient light levels by more than 0.3 foot candles at a distance of 250 feet. As shown on page 4 of the Watchfire lighting study, the digital display faces would be oriented east-west along U.S. 50, and therefore the residences along the south side of U.S. 50 would be situated at an oblique angle of approximately 30 degrees with a distance from the displays' viewing faces of 500 feet (at the closest point). As shown on pages 3 and 5 of the Watchfire lighting study, modeling results demonstrated that the residences on the south side of U.S. Highway 50 would experience no increase in ambient lighting (at this viewing angle and distance).

As further discussed in Initial Study Chapter 2, "Project Description," and Initial Study Section 3.1 Impact (d), the billboard would incorporate light sensing technology that would automatically adjust the

brightness of the sign as ambient light conditions change throughout the day so that the brightness level would remain at 0.3 foot-candles above ambient light at a distance of 250 feet from the sign face. (One foot-candle is approximately equal to the amount of light put out by one candle at a distance of one foot.) In addition, the proposed digital sign would incorporate proprietary vertical louvers designed by Watchfire to reduce light intrusion emanating from the sides of the billboard. Finally, the electronic messages would be static, with no movement. The minimum display time for each message would be 8 seconds. Therefore, the Initial Study appropriately concluded that the proposed digital sign would not result in a new source of substantial nighttime light or glare that would adversely affect day or nighttime views in the project vicinity, and this impact would be less than significant.

With approval of the proposed Zoning Code Amendment and Operating Agreement, along with the City's required design review process, the proposed project would be consistent with applicable zoning and other regulations governing scenic quality as discussed in Initial Study Impact 3.11-1(c); and would not result in a conflict with any land use plan, policy, or regulation adopted for the purpose of avoiding or mitigating an environmental effect as discussed in Initial Study Impact 3.11-1(b). Therefore, the Initial Study appropriately concluded that these impacts would be less than significant.

Comments for or against approval of the proposed project will be considered by the City Council when a hearing is conducted in 2025. All comments are reprinted in this document for decisionmaker consideration.

CITY OF RANCHO CORDOVA

ORDINANCE NO. XX-2025

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA FOR AN AMENDMENT TO TITLE 23, ZONING CODE, ARTICLE 7 SITE PLANNING AND DEVELOPMENT STANDARDS OF THE CITY OF RANCHO CORDOVA MUNICIPAL CODE**THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA DOES ORDAIN AS FOLLOWS:****Section 1. Purpose and Declarations.**

WHEREAS, the Applicant is requesting a minor modification to the Rancho Cordova Municipal Code to amend the language within Section 23.743.150 Signs; and

WHEREAS, the requested amendment creates an additional zone within the Digital Freeway Sign Overlay along US Highway 50 at the west entrance to the city, along with supporting text modifications to describe this new zone; and

WHEREAS, the Zoning Text Amendment adopted by this Ordinance (attached hereto as Exhibit A) complies with the requirements of California Government Code sections 65451 and 65454 and its adoption complies with Government Code section 65453; and

WHEREAS, in accordance with Government Code section 65454, the proposed Zoning Text Amendment has been determined to be consistent with the city's General Plan; and

WHEREAS, the City Council held a properly noticed public hearing at which it received a report from city staff regarding the requested Zoning Text Amendment; and

WHEREAS, the public hearing was noticed in accordance with the requirements set forth in Government Code section 65090 and 65091.

NOW THEREFORE, THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA DOES ORDAIN AS FOLLOWS:**Section 2: Findings.** This Ordinance is adopted pursuant to the following findings:

- A. **CEQA Compliance.** In accordance with the California Environmental Quality Act (CEQA)(Public Resource Code Section 2100 et. seq.) and the State CEQA Guidelines (California Code of Regulations Section 15000 et. Seq.), a Draft Initial Study/Mitigated Negative Declaration (IS/MND) (SCH# 2025061343) was prepared and circulated for the required 30-day review period, from June 27, 2025, to July 28, 2025. Areas identified in the Draft IS/MND that required mitigation measures to avoid potentially significant impacts on the environment were Air Quality, Biological Resources, Cultural Resources, Geology and Soils and Tribal Cultural Resources. Mitigation measures to address these impacts include standard reductions to construction emissions, bird surveys prior to construction, construction crew training and protocols in the event of unanticipated discoveries during ground disturbance.

The city sent out a Notice of Intent when the Mitigated Negative Declaration was released for the 30-day public comment period. A Public Hearing Notices was mailed out

regarding the October 6, 2025, City Council meeting. The radius list notification for the meeting meets the minimum requirement of 500 feet from the project boundary, as required by Section 23.11.120 B.4. of the Rancho Cordova Municipal Code.

During the public review period, 2 email comments were received, one from Sacramento Area Sewer District and one from a resident of Rancho Cordova. As a result of comments received, there were no substantial revisions made to the Draft IS/MND that required recirculation of the document. The revisions proposed in the Final IS/MND do not meet the criteria for recirculation provided in Section 15073.5(c) of the CEQA Guidelines, nor were project revisions required based upon the comments received. Responses were drafted for all comments received and have been included as an attachment to the project.

B. Finding: The proposed amendment is consistent with the General Plan.

Evidence: The Amendment would add an additional zone to the Digital Freeway Sign Overlay. The new zone would be located within the Folsom Boulevard Planning Area (FBPA) of the General Plan, which is intended to provide redevelopment opportunities and take advantage of the area's proximity to the light rail and US Highway 50. The proposed amendment is in line with the intent of the FBPA as the proposed zone would add to the redevelopment along the highway and contribute to the vibrant corridor encouraged by the Planning Area.

C. Finding: The proposed amendment would not be detrimental to the public interest, health, safety, convenience, or welfare of the city.

Evidence: The Amendment would create a new zone within the Digital Freeway Sign Overlay along US Highway 50 near Bradshaw Road. The new zone is not directly adjacent to any existing residential areas and is surrounded by office industrial buildings/uses. In combination with this amendment, an application has also been received for a new digital billboard sign which completed a Mitigated Negative Declaration (MND) as part of their CEQA analysis to ensure that no impacts were generated from this project. The MND concluded that the area would not be significantly impacted by the proposal. Any future changes or projects would also be required to complete a similar analysis.

D. Finding: The amendment has been reviewed in compliance with the provisions of CEQA

Evidence: The amendment has been included as part of the larger Fite Circle Digital Billboard project. The project has completed a Mitigated Negative Declaration (MND) to determine any significant impacts for the surrounding area. The MND was publicly circulated from June 27, 2025, to July 28, 2025, with 2 comments received from the public. The comments received did not result in significant changes to the MND, however a response to comments attachment was included as part of the project package. Overall, the MND determined that there were no significant impacts to the area.

E. Finding: If a text amendment, the amendment is internally consistent with other applicable provisions of this zoning code.

Evidence: The proposed amendment would modify Section 23.743.150 of the Rancho Cordova Municipal Code to add a new zone as part of the Digital Freeway Sign Overlay. The amendment is only to add the zone to provide added opportunities within the city and would not modify any existing standards or regulations required for Digital Freeway signs. Any signs proposed within this new zone would still be required to adhere to all applicable standards within the code. Therefore, the proposed amendment would be consistent with other applicable provisions of the Zoning Code.

Section 3. Amendments to Title 23 Zoning Code

The City Council hereby adopts the amendments to Title 23 Zoning Code of the Rancho Cordova Municipal Code, as shown and incorporated in Exhibit A to this Ordinance.

Section 4. Severability

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

Section 5. Effective Date

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

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova this ____ day of _____ 2025, by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Siri Pulipati, Mayor

ITEM 15.1.

ATTACHMENT 3

ATTEST:

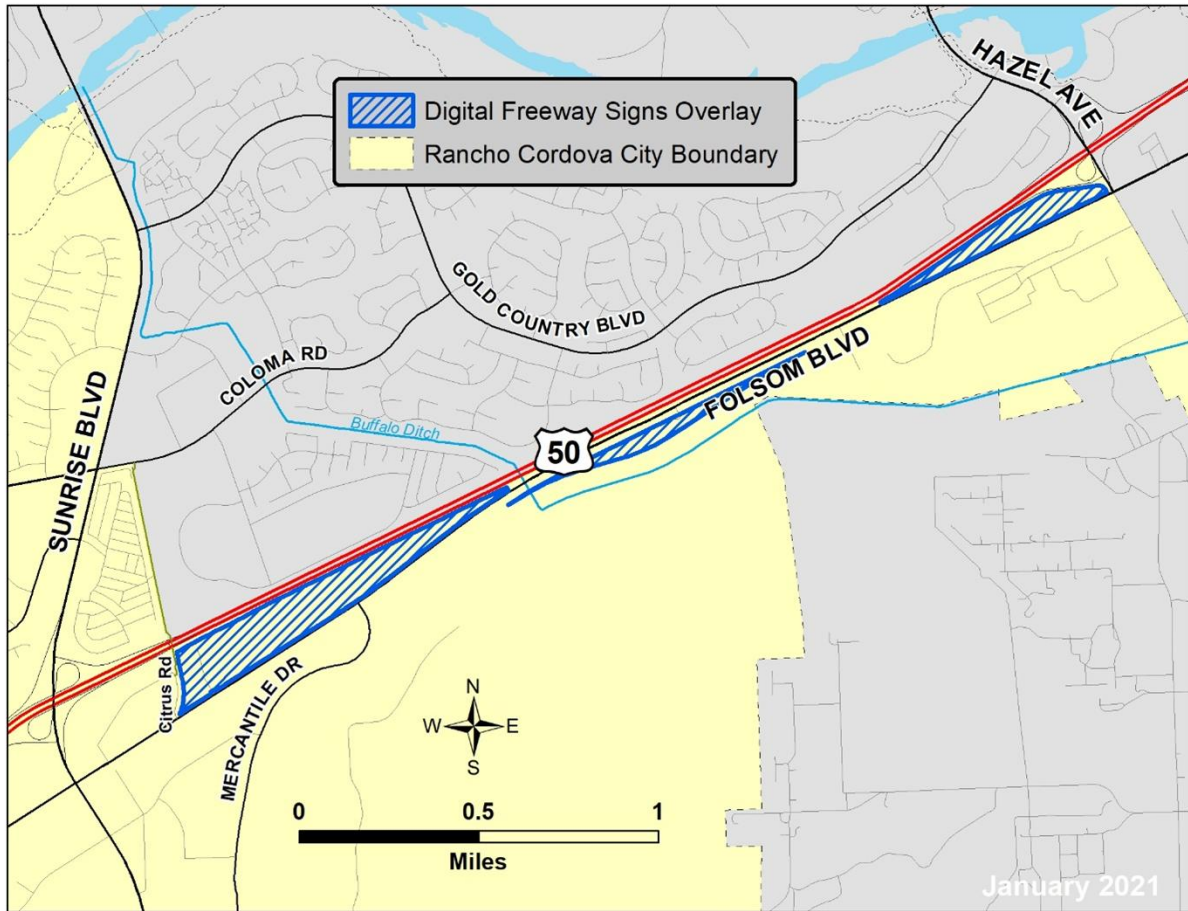
Stacy Leitner, CMC
City Clerk

23.743.150 Digital freeway signs overlay. SHARE

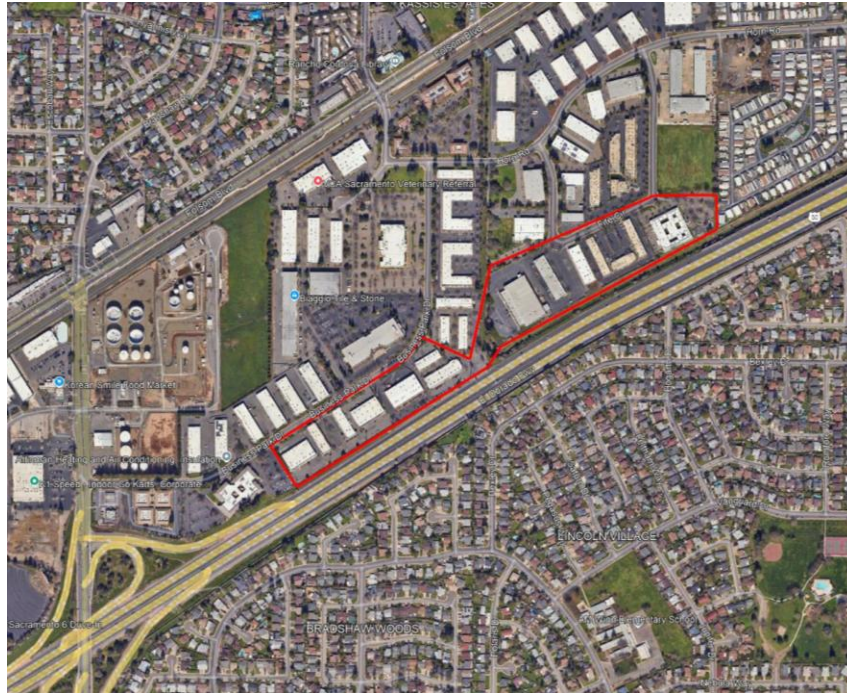
A. Purpose and Designation. The digital freeway signs overlay is hereby established to enable the consideration of digital freeway signs in certain, specific locations within the city. Digital freeway signs located within the overlay area that meet the development standards established below may be permitted through a conditional use permit. Digital freeway signs are only allowed as billboard relocations or as conversions of an existing billboard in place.

B. Location. The digital freeway signs overlay encompasses ~~three~~four specific geographies in ~~the northeastern area of~~ the city. As seen in Figure 23.743-4, the Sunrise Boulevard area is bound by Highway 50 on the north, Folsom Boulevard on the south, Citrus Road on the west, and the terminus of the industrially zoned parcels on the east. Also, as seen in Figure 23.743-4, the Hazel Avenue area is bound by Highway 50 on the north, Folsom Boulevard on the south, and Hazel Avenue on the east. The mineshaft area is bound by Folsom Boulevard to the north, the Folsom South canal to the south, the western property boundary of the mineshaft property to the west and the eastern property boundary of the mineshaft property to the east. The Bradshaw area is bounded by Highway 50 to the south, Business Park Drive to the west, Business Park Drive and Fite Circle to the North, and the -eastern edges of the industrial zoned property on Fite Circle. Digital freeway signs proposed outside of these ~~four~~three specific areas are prohibited.

Figure 23.743-4: Digital Freeway Signs Overlay Locations



Sunrise Blvd, Folsom Blvd and Hazel Ave Areas



Bradshaw Area

C. Development Standards.

1. Legally existing billboards may be refurbished to become a digital freeway sign, subject to the development standards below and issuance of a conditional use permit.
 - a. Number of Faces. A digital freeway sign may consist of, at most, two digital display areas, each positioned to be visible only by opposing directions of traffic. Double-faced signs shall not have an interior angle between the face of the panels greater than 45 degrees.
 - b. Height. The maximum height shall be 60 feet.
 - c. Area. The maximum area of each digital display area is 672 square feet.
 - d. Distance between Signs. No digital freeway sign shall be located within 2,500 feet of any other digital freeway sign within the city limits.
 - e. Sign Structure. The sign structure supporting and surrounding the digital display area shall be as small as feasibly possible so as to avoid any unnecessary height or width to the sign. The sign structure shall not add stylistic or architectural detailing to further call attention to the sign.
 - f. Pole Cladding. Decorative pole covering is required for newly constructed digital freeway signs as well as any existing traditional billboard that is converted to a digital

freeway sign. Such covering shall be simple and streamlined in material and design so as to not call further attention to the sign.

g. Message Display. Digital freeway signs shall display static messages only, and shall not have animation, movement, or the appearance or optical illusion of movement in or on any part of the sign structure, design, or pictorial segment of the sign. Each static message shall not include flashing or scintillating lighting, or varying light intensity.

h. Minimum Display Time. Each message on the sign must be displayed for a minimum of eight seconds.

i. Illumination. Digital freeway signs shall not operate at brightness levels of more than 0.3 foot-candles above ambient light, as measured using a foot-candle meter at a distance of 250 feet from the sign face. Each digital display area shall have a light sensing device that will adjust the brightness of the sign as ambient light conditions change throughout the day.

j. Aesthetics. The sign will not require substantial trimming or reduction of existing vegetation and landscaping. The sign will not obstruct or obscure on-site signs on the same or adjacent properties.

k. Traffic Safety. The sign shall not create a visibility hazard to traffic on adjacent streets, freeways, or parking areas. The sign will not reduce parking availability as required by this title. The sign will not interfere with on-site vehicular circulation.

l. Future Technologies. There may be alternate, preferred, or superior technology available in the future to illuminate digital freeway signs. These alternate technologies may be incorporated into existing legally permitted digital freeway signs in the future without additional permissions from the council so long as (i) the requisite maximum brightness standards are met and (ii) no exterior physical change to the digital display area will occur. The owner is responsible for obtaining any required ministerial permits for technology improvements as required by applicable code standards. The city will expedite any such required approvals for technology that is superior in energy efficiency over previous generations or types.

m. Community Messaging. The city shall be provided with access to a portion of the total available display time to allow the city to present messages of community interest. This access shall also include other appropriate agencies for the purpose of displaying public safety messages such as "Amber Alert" messages and emergency-disaster communications.

n. Quality and Maintenance Plan. The applicant must establish a quality and maintenance plan in order to ensure implementation of all above-listed development

standards and to assure the proper maintenance and repair of the digital freeway sign as needed.

2. Billboard Removal. For every one digital freeway sign installed, the applicant must permanently remove at least four legally existing billboard structures (each of which may have more than one billboard sign face) within the city prior to operation of the digital freeway sign. An existing billboard being refurbished as a digital freeway sign may count as one of the four required permanent removals.

3. Operating Agreement. At the applicant's request, the city and applicant may enter into an operating agreement in conjunction with the issuance of a conditional use permit for a digital freeway sign. The city and applicant may use the operating agreement, on a case-by-case basis, to deviate from the development standards in subsection (C)(1) of this section or reduce the required billboard removals under subsection (C)(2) of this section. The council will only approve an operating agreement if it determines that the operating agreement achieves community benefits that are equivalent to those that would be achieved through strict compliance with subsection (C)(1) or (C)(2) of this section. [Ord. 1-2021 § 3 (Exh. A); Ord. 4-2017 § 3 (Exh. B); Ord. 12-2014 § 3 (Exh. C); Ord. 23-2012 § 3 (Exh. A); Ord. 16-2012 § 3 (Exh. A)].

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA, FINDING THE MITIGATED NEGATIVE DECLARATION WITH MITIGATION MEASURES TO BE ADEQUATE AND ADOPTING A RESOLUTION APPROVING THE FITE CIRCLE DIGITAL FREEWAY SIGN – CONDITIONAL USE PERMIT AND MINOR DESIGN REVIEW – PROJECT NO. PLND-1124-0113

WHEREAS, the Cordova Community Council (hereinafter referred to as “Applicant”), plans to construct one digital freeway sign with two sign area displays at 3127 Fite Circle; and

WHEREAS, the proposed project is located on real property in the incorporated portions of the city more particularly described as APN: 077-0330-039-0000; and

WHEREAS, the project is designated Folsom Boulevard Planning Area in the General Plan and zoned Office Industrial Mixed Use (OIMU); and

WHEREAS, an Initial Study/Mitigated Negative Declaration (SCH# 2025061343) was prepared and circulated for the project in accordance with the California Environmental Quality Act (CEQA)(Public Resource Code Section 2100 et. seq.) and the State CEQA Guidelines (California Code of Regulations Section 15000 et. Seq.); and

WHEREAS, the City Council of the City of Rancho Cordova conducted a properly noticed public hearing pursuant to Government Code Section 65090 and has duly considered all written and verbal testimony presented during the hearing.

NOW, THEREFORE, BE IT HEREBY RESOLVED BY THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA that the City Council approves the Fite Circle Digital Freeway Sign Conditional Use Permit and Minor Design Review per the Project Plans (Exhibit A), subject to the following findings, Conditions of Approval (Exhibit B), and Operating Agreement (Exhibit D):

1. In accordance with the California Environmental Quality Act (CEQA)(Public Resource Code Section 2100 et. seq.) and the State CEQA Guidelines (California Code of Regulations Section 15000 et. Seq.), a Draft Initial Study/Mitigated Negative Declaration (IS/MND) (SCH# 2025061343) was prepared and circulated for the required 30-day review period, from June 27, 2025, to July 28, 2025. Areas identified in the Draft IS/MND that required mitigation measures to avoid potentially significant impacts on the environment were Air Quality, Biological Resources, Cultural Resources, Geology and Soils and Tribal Cultural Resources. Mitigation measures to address these impacts include standard reductions to construction emissions, bird surveys prior to construction, construction crew training and protocols in the event of unanticipated discoveries during ground disturbance.

The city sent out a Notice of Intent when the Mitigated Negative Declaration was released for the 30-day public comment period. A Public Hearing Notice was mailed out regarding the October 6, 2025, City Council meeting. The radius list notification for the meeting meets the minimum requirement of 500 feet from the project boundary, as required by Section 23.11.120 B.4. of the Rancho Cordova Municipal Code.

During the public review period, 2 email comments were received, one from Sacramento Area Sewer District and one from a resident of Rancho Cordova. As a result of comments received, there were no substantial revisions made to the Draft IS/MND that

required recirculation of the document. The revisions proposed in the Final IS/MND do not meet the criteria for recirculation provided in Section 15073.5(c) of the CEQA Guidelines, nor were project revisions required based upon the comments received. Responses were drafted for all comments received and have been included as an attachment to the project.

2. Approve the **Conditional Use Permit** subject to the Conditions of Approval attached hereto as Exhibit B, and subject to the findings as defined by Zoning Code Section 23.134.070 and evidence as follows:

- A. *Finding: The site size, dimensions, location, topography, and access are adequate for the needs of the proposed use, considering the proposed building mass, parking, traffic, noise, vibration, exhaust/ emissions, light, glare, erosion, odor, dust, visibility, safety, and aesthetic considerations.*

Evidence: The project site is located at 3127 Fite Circle adjacent to US Highway 50. The project parcel is approximately 2.23 acres in size and includes an existing 24,000 SF building. The proposed project would be within the existing parking lot area and once completed, would not affect the overall parking or circulation of the property. The site is level and mostly covered with hardscape surfaces. In addition to the highway, the site is surrounded by existing commercial buildings which include both office and industrial uses. Environmental impacts of the proposed digital freeway signs are identified and analyzed in the Draft Initial Study/Mitigated Negative Declaration (IS/MND). The IS/MND analyzed a number of environmental factors and identified less than significant impact in the following areas: air quality, biological resources, cultural resources, and hazards and hazardous materials. Subsequently, the IS/MND outlines mitigation measures to address these impacts in the Mitigation and Monitoring Program as shown in Exhibit C. The project has also been reviewed and conditioned by all applicable departments and agencies to minimize any potential impacts.

- B. *Finding: The negative impacts of the proposed use on adjacent properties and on the public can be mitigated through application of other code standards or other reasonable conditions of approval.*

Evidence: The project has been reviewed and conditioned by all applicable departments and agencies to minimize any potential impacts. Environmental impacts of the proposed digital freeway signs are identified and analyzed in the Draft Initial Study/Mitigated Negative Declaration (IS/MND). The IS/MND analyzed a number of environmental factors and identified less than significant impact in the following areas: air quality, biological resources, cultural resources, and hazards and hazardous materials. Subsequently, the IS/MND outlines mitigation measures to address these impacts in the Mitigation and Monitoring Program as shown in Exhibit C.

- C. *Finding: All required public facilities have adequate capacity to serve the proposal.*

Evidence: The project has been reviewed by all applicable departments and agencies to supply adequate facilities to the proposed project. As part of the Conditions of Approval, the project will be required to provide separate plan submittals to all applicable utility providers and the Public Works Department to ensure the construction of adequate public infrastructure.

- D. *Finding: The project meets the requirements of the zoning code including development standards, design guidelines, and special use provisions.*

Evidence: The proposed project is meeting the requirements of the Zoning Code. The sign structure does not add stylistic or architectural detailing to further call attention to the sign. The proposed digital freeway sign would not operate at brightness levels of more than 0.3 foot-candles above ambient light, automatically adjusting as ambient light conditions change. As outlined in the Operating Agreement (Exhibit D), the sign will display static messages only for a minimum of 8 seconds. The City of Rancho Cordova will be provided access to a portion of the total available display time to allow the city to present messages of community interest. This access will also include other appropriate agencies for the purpose of displaying public safety messages such as “Amber Alert” messages and emergency-disaster communications. Aside from the Applicant’s request to create an additional overlay zone and deviations requested by the applicant through the Operating Agreement (Exhibit D), the proposed project is consistent with the applicable zoning regulations and design standards for digital freeway signs. Although this text amendment and deviations are requested, the Applicant is navigating the proper channels allowed by the Zoning Code and therefore is still consistent with applicable sections of the code.

- E. *Finding: If structures and site plans are considered nonconforming, the elements of a project that are nonconforming have been brought into compliance with the zoning code, where feasible*

Evidence: The proposed project has been reviewed in accordance with all current design standards. There are no existing nonconforming uses or structures on the site.

3. Approve the **Minor Design Review** subject to the Conditions of Approval (Exhibit B) herein, and subject to the findings as defined by Zoning Code Section 23.141.070 and evidence as follows:

- A. *Finding: The proposed project is consistent with the objectives of the General Plan, complies with applicable zoning regulations, Specific Plan provisions, and special planning area provisions, and is consistent with the applicable Rancho Cordova design guidelines.*

Evidence: The proposed project is within the Folsom Boulevard Planning Area of the General Plan and zoned Office Industrial Mixed Use (OIMU). The Applicant is requesting a Zoning Text Amendment to expand the number of Overlay Zones within Zoning Code Section 23.743.150. Once approved, the proposed digital billboard sign would be located within the new approved area and would be meeting all other applicable requirements and standards of Section 23.743.150. The overlay zone was established to protect residential areas from the negative impacts of digital freeway signs, such as excessive glare or light pollution. Aside from the deviations requested by the applicant through the Operating Agreement (Exhibit D), the proposed project is consistent with the applicable zoning regulations and design standards for digital freeway signs.

- B. *Finding: The proposed architecture, site design, and landscape are suitable for the purposes of the building and the site and will enhance the character of the neighborhood and community.*

Evidence: The project site is located at 3127 Fite Circle adjacent to US Highway 50. The project parcel is approximately 2.23 acres in size and includes an existing 24,000 SF building. The proposed project would be within the existing parking lot area and once completed, would not affect the overall parking or circulation of the property. The site is level and mostly covered with hardscape surfaces. In addition to the highway, the site is surrounded by existing commercial buildings which include both office and industrial uses. The proposed project will provide an opportunity for communication with the community and will have minimal impact on the physical surrounding area.

- C. *Finding: The architecture, including the character, scale, and quality of the design, relationship with the site and other buildings, building materials, screening of exterior appurtenances, exterior lighting and signing, and similar elements, establishes a clear design concept and is compatible with the character of existing or anticipated buildings on adjoining and nearby properties.*

Evidence: The proposed digital freeway sign would have a monopole that would support two electronic displays angled to provide line-of-sight for highway travelers. The proposed sign structures supporting and surrounding the digital display areas are as small as possible and avoid any unnecessary height or width to the sign. The structure also does not add stylistic or architectural detailing that would call additional attention to the sign. The proposed digital billboard sign would not operate at brightness levels of more than 0.3 foot-candles above ambient light, automatically adjusting as ambient light conditions change.

- D. *Finding: The proposed project will not create conflicts with vehicular, bicycle, or pedestrian transportation modes of circulation.*

Evidence: The proposed project will be on private property and will not create conflicts with the existing circulation of any transportation modes.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 6th day of October 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Siri Pulipati, Mayor

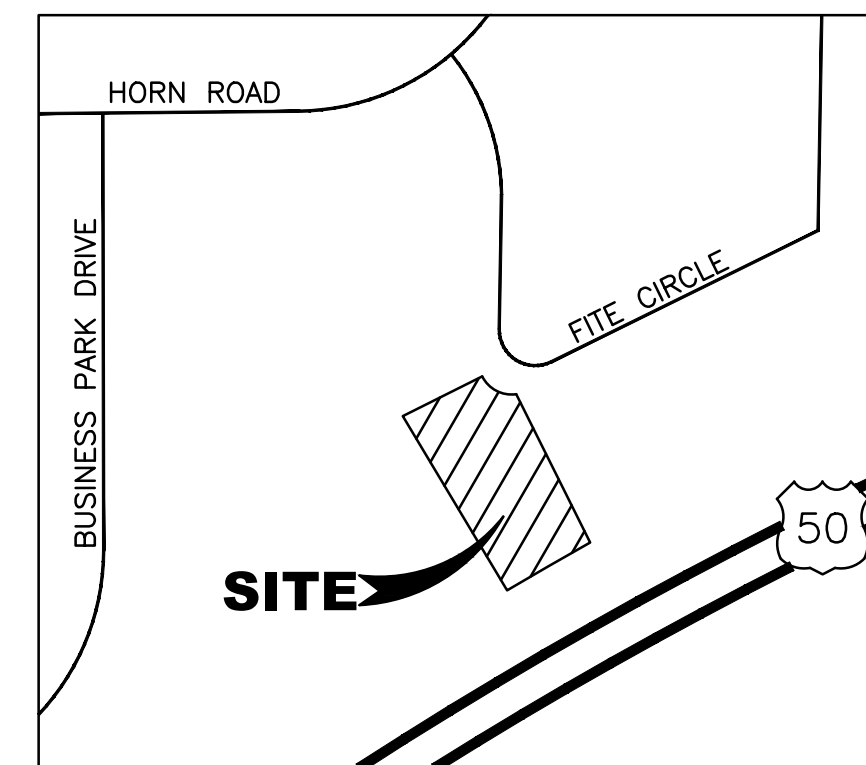
ITEM 15.1.

ATTACHMENT 5

ATTEST:

Stacy Leitner, CMC
City Clerk

**3127 FITE CIRCLE
RANCHO CORDOVA, CA 95670
APN: 077-0330-039**



VICINITY MAP

NOT TO SCALE

OWNER

3127FITE, LLC
2370 TELEGRAPH AVENUE
OAKLAND, CA 94612

APPLICANT

CORDOVA COMMUNITY CENTER
FOUNDATION
2729 PROSPECT PARK DRIVE, SUITE 117
RANCHO CORDOVA, CA 95670
CONTACT: SHELLY BLANCHARD
PHONE: (916) 273-5704
SHELLY@CORDOVA.COUNCIL.ORG

ENGINEER

RSC ENGINEERING, INC.
1420 ROCKY RIDGE DR., SUITE 150
ROSEVILLE, CA 95661
ATTN: JAI SINGH
(916) 788-2884
J.SINGH@RSC-ENGR.COM

APN

077-0330-039

**EXISTING GENERAL
PLAN DESIGNATION**

FBPA – FOLSOM BLVD. PLANNING AREA

EXISTING ZONING

OIMU (FBSP) – OFFICE INDUSTRIAL MIXED USE
(FOLSOM BLVD. SPECIFIC PLAN)

ACREAGE

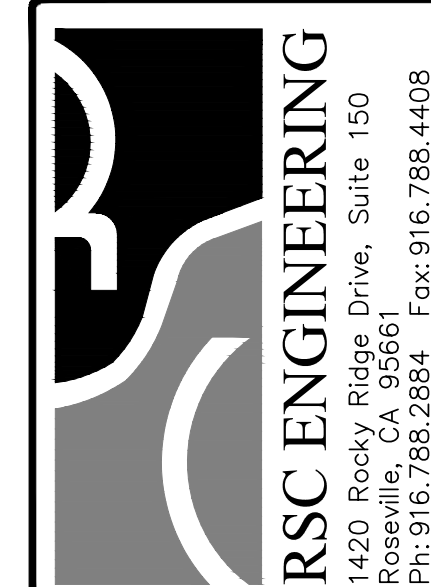
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SHEET INDEX

1. CV COVER SHEET
2. EX1 EXISTING CONDITIONS
3. SP1 PRELIMINARY SITE PLAN
4. GR1 PRELIMINARY GRADING PLAN

**CORDOVA COMMUNITY
COUNCIL FOUNDATION**

REV/NO	DATE	DESCRIPTION	ENG INT.	BY CITY	DATE
△					
△					
△					
△					
△					



PROJECT NO:	353-001
DRAWN BY:	RSC Eng
CHECKED BY:	RSC Eng
DESIGNED BY:	RSC Eng

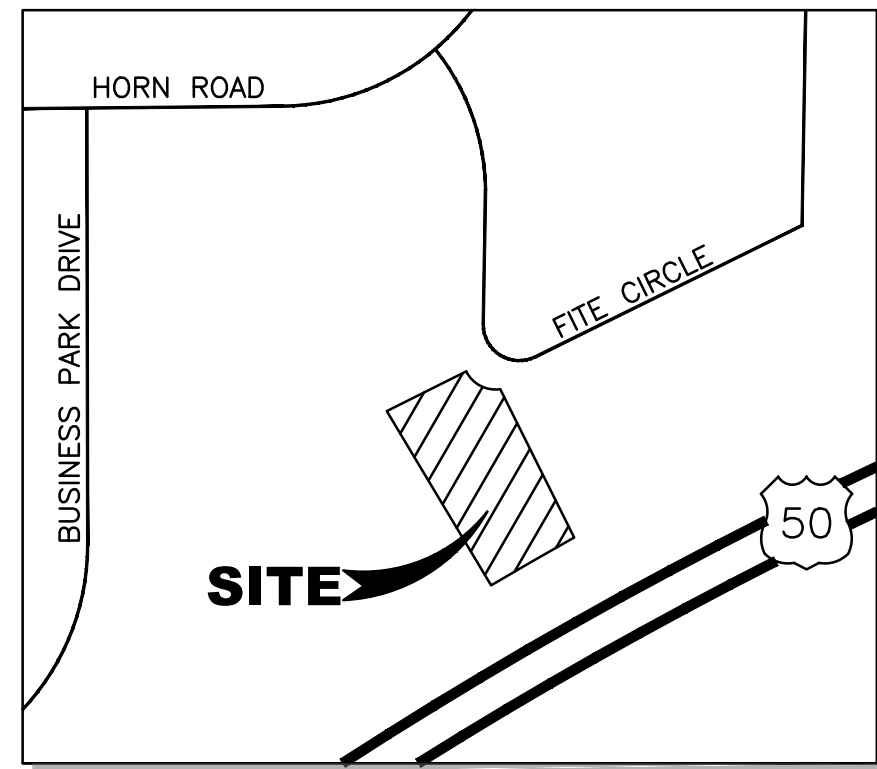
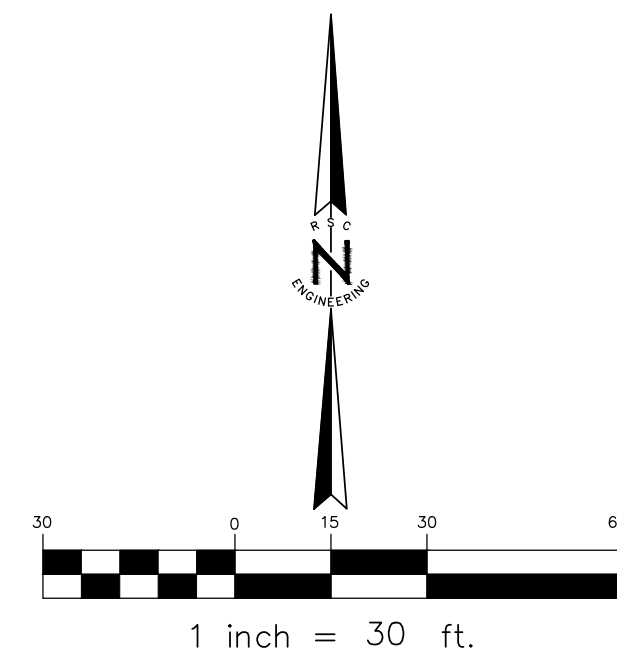
**PRELIMINARY PLANS FOR
DIGITAL FREEWAY SIGN**

SHEET TITLE

**COVER
SHEET**

SHEET NO.
CV
1 OF

DATE: JANUARY 16, 2025



VICINITY MAP
NOT TO SCALE

REV NO	DATE	DESCRIPTION	ENG INT.	BY CITY	DATE APPROVED
△					
△					
△					
△					
△					



RSC ENGINEERING
 1420 Rocky Ridge Drive, Suite 150
 Roseville, CA 95661
 Ph: 916.788.2884 Fax: 916.788.4408

PROJECT NO:	353-001
DRAWN BY:	RSC Eng
CHECKED BY:	RSC Eng
DESIGNED BY:	RSC Eng

**PRELIMINARY PLANS FOR
DIGITAL FREEWAY SIGN**

**3127 FITE CIRCLE
SACRAMENTO, CA 95827**

SHEET TITLE

**EXISTING
CONDITION**

SHEET NO.
EX1
2 OF

DATE: JANUARY 16, 2025



VICINITY MAP

NOT TO SCALE

3127FITE, LLC
2370 TELEGRAPH AVENUE
OAKLAND, CA 94612

CORDOVA COMMUNITY CENTER
FOUNDATION
2729 PROSPECT PARK DRIVE, SUITE 117
RANCHO CORDOVA, CA 95670
CONTACT: SHELLY BLANCHARD
PHONE: (916) 273-5704
SHELLY@CORDOVA.COUNCIL.ORG

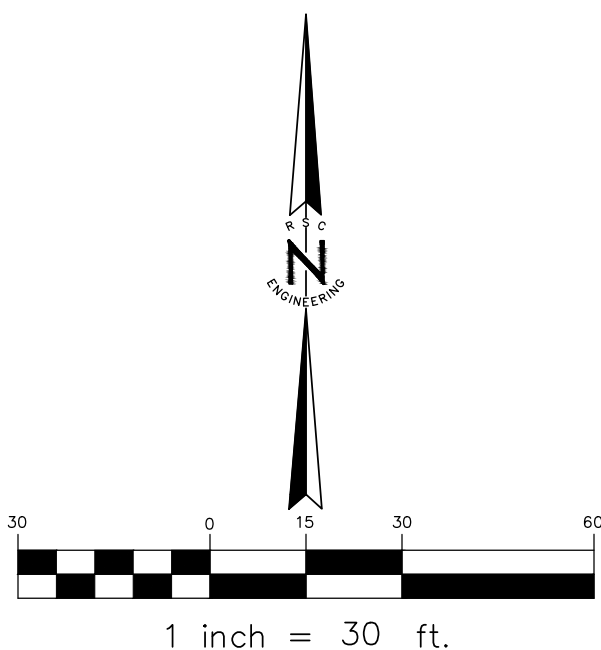
RSC ENGINEERING, INC.
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ATTN: JAI SINGH
(916) 788-2884
J.SINGH@RSC-ENGR.COM

077-0330-039

3127 FITE CIRCLE
SACRAMENTO, CA 95827

FBPA – FOLSOM BLVD. PLANNING AREA

OIMU (FBSP) – OFFICE INDUSTRIAL MIXED USE
(FOLSOM BLVD. SPECIFIC PLAN)

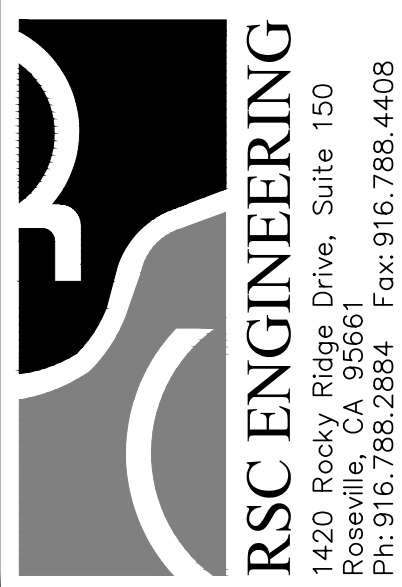
 $2.116 \pm \text{AC}$ 

LEGEND

— · — — — —	EXISTING PROPERTY LINE
— — — — —	EXISTING RIGHT OF WAY
- - - - -	EXISTING EASEMENTS

**CORDOVA COMMUNITY
COUNCIL FOUNDATION**

REV NO.	DATE	DESCRIPTION	ENG BY	DATE
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PROJECT NO:	353-001
DRAWN BY:	RSC Eng
CHECKED BY:	RSC Eng
DESIGNED BY:	RSC Eng

**PRELIMINARY PLANS FOR
DIGITAL FREEWAY SIGN**

**3127 FITE CIRCLE
SACRAMENTO, CA 95827**

SHEET TITLE

**RELIMINARY
SITE PLAN**

SHEET NO.
SP1
3 OF

DATE: JANUARY 16, 2025

**3127 FITE CIRCLE
RANCHO CORDOVA, CA 95670
APN: 077-0330-039**

VICINITY MAP

HORN ROAD

BUSINESS PARK DRIVE

FITE CIRCLE

SITE

SHEET INDEX

IMPROVEMENT PLANS	
SHEET	SHEET TITLE
CV	COVER SHEET
NT	NOTES SHEET
EX	EXISTING CONDITION AND DEMOLITION PLAN
SP	SITE PLAN
GR	GRADING PLAN
EC	EROSION AND SEDIMENT CONTROL PLAN

DRAWING: P:\353-001\Draw\Working Draw\353001_CV.dwg
USER: DMUJ
LAST MODIFIED: Sep. 18, 2025 - 15:47
PLOT DATE: Sep 18, 2025 - 4:15:22 PM

ITEM 15.1.

CITY OF RANCHO CORDOVA REQUIRED NOTES

1. ALL CONSTRUCTION MATERIALS SHALL BE IN ACCORDANCE WITH THE LATEST EDITION OF THE COUNTY OF SACRAMENTO STANDARD CONSTRUCTION SPECIFICATIONS AND IMPROVEMENT STANDARDS. THE DRAWINGS OF IMPROVEMENT STANDARDS SHALL SUPERSEDE THOSE OF THE STANDARD CONSTRUCTION SPECIFICATION DRAWINGS WHERE DISCREPANCIES EXIST.
2. PUBLIC SAFETY AND TRAFFIC CONTROL SHALL BE PROVIDED IN ACCORDANCE WITH SECTION 6-13 OF THE STANDARD CONSTRUCTION SPECIFICATIONS. SAFE VEHICULAR AND PEDESTRIAN ACCESS SHALL BE PROVIDED AT ALL TIMES DURING CONSTRUCTION.
3. THE CONSULTING ENGINEER SHALL NOTIFY THE CITY OF RANCHO CORDOVA CONSTRUCTION INSPECTION OFFICE IMMEDIATELY UPON COMPLETION OF STAKING. [PHONE (916) 851-8710]
4. THE CONTRACTOR SHALL NOTIFY THE CITY OF RANCHO CORDOVA "TWO WORKING DAYS" PRIOR TO THE INTENTION TO COMMENCE WORK. THE CONTRACTOR SHALL NOT START ANY GRADING UNTIL THE CITY COMPLETES A PRE-CONSTRUCTION MEETING. [PHONE (916) 851-8710]
5. THE CITY OF RANCHO CORDOVA IS A MEMBER OF THE UNDERGROUND SERVICE ALERT (U.S.A.) ONE-CALL PROGRAM. THE CONTRACTOR OR ANY SUB-CONTRACTOR FOR THIS CONTRACT SHALL NOTIFY MEMBERS OF U.S.A. TWO WORKING DAYS IN ADVANCE OF PERFORMING ANY EXCAVATION WORK BY CALLING THE TOLL-FREE NUMBER, 1-800-227-2600. THOMAS BROS. PAGE 300, C-7, 2005 EDITION.
6. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING SURVEY MONUMENTS AND OTHER SURVEY MARKERS DURING CONSTRUCTION. ALL SUCH MONUMENTS OR MARKERS DESTROYED DURING CONSTRUCTION SHALL BE REPLACED AT THE CONTRACTOR'S EXPENSE.
7. EROSION CONTROL MEASURES SHALL BE IN ACCORDANCE WITH SECTION 11 OF THE COUNTY OF SACRAMENTO IMPROVEMENT STANDARDS.
8. CONTRACTOR TO EXPOSE END OF EXISTING WATER MAIN, SEWER, AND DRAIN LINES FOR SURVEYORS TO VERIFY LOCATION AND ELEVATION PRIOR TO PLACEMENT OF PIPE. ALL COSTS OF SUCH EXCAVATION AND BACKFILL SHALL BE INCLUDED IN THE PRICE PAID FOR VARIOUS ITEMS OF WORK.
9. ALL APPLICABLE FEES TO BE PAID AND PERMITS REQUIRED SHALL BE OBTAINED BUY THE CONTRACTOR BEFORE COMMENCEMENT OF CONSTRUCTION.
10. CONSTRUCTION CONTRACTOR AGREES THAT IN ACCORDANCE WITH GENERALLY ACCEPTED CONSTRUCTION PRACTICES, CONSTRUCTION CONTRACTOR WILL BE REQUIRED TO ASSUME SOLE AND COMPLETE RESPONSIBILITY FOR JOB SITE WORKING HOURS, AND CONSTRUCTION CONTRACTOR FURTHER AGREES TO DEFEND, INDEMNIFY AND HOLD THE DESIGN PROFESSIONAL HARMLESS FROM ANY AND ALL CONDITIONS DURING THE COURSE OF CONSTRUCTION OF THE PROJECT, INCLUDING SAFETY OF ALL PERSONS AND PROPERTY, THAT THIS REQUIREMENT SHALL BE MADE TO APPLY CONTINUOUSLY AND NOT BE LIMITED TO NORMAL LIABILITY, REAL OR ALLEGED, IN CONNECTION WITH THE PERFORMANCE OF WORK ON THIS PROJECT, EXCEPTING LIABILITY ARISING FROM THE SOLE NEGLIGENCE OF THE DESIGN PROFESSIONAL.
11. CONTRACTOR SHALL PROVIDE A TRAFFIC CONTROL PLAN FOR SUNRISE BLVD/DOUGLAS BLVD TO CITY OF RANCHO CORDOVA CONSTRUCTION INSPECTION FOR APPROVAL PRIOR TO COMMENCING CONSTRUCTION. TRAVEL LANE REQUIREMENTS AS FOLLOWS:
DURING WORK HOURS: 1-12 FT LANE EACH DIRECTION
DURING NON-WORK HOURS: 2-12 FT LANES EACH DIRECTION
12. SIDEWALK RAMPS SHALL BE CONSTRUCTED AT CENTER OF ALL CURB RETURNS, UNLESS OTHERWISE SHOWN ON PLANS. SEE STANDARD DRAWING NO. 4-23
13. EXISTING A.C. SURFACE SHALL BE CUT TO A NEAT STRAIGHT LINE PARALLEL WITH THE CENTERLINE ALONG WITH 1-1/2" DEEP GRADING AND PAVING; GRIND TO LIP, GUTTER, LANE LINE OR CENTER OF TRAFFIC LANE, BUT 12" MINIMUM WIDTH & THE EXPOSED EDGE SHALL BE TACKED WITH EMULSION PRIOR TO PAVING. THE EXPOSED BASE MATERIAL SHALL BE GRADED, RECOMPACTED, AND RESEALED PRIOR TO PAVING.
14. IN TRANSITION AREAS FROM ONE STREET WIDTH TO ANOTHER STREET WIDTH, THE HEAVIER STRUCTURAL SECTION SHALL BE USED.
15. PRIOR TO REQUESTING FINAL ACCEPTANCE OF IMPROVEMENTS, ENGINEER SHALL SET SURVEY MONUMENTS AS SPECIFIED IN SECTION 12-1, COUNTY OF SACRAMENTO IMPROVEMENT STANDARDS.
16. CONTRACTOR TO REPAIR ALL DAMAGE TO EXISTING ROAD SYSTEM ATTRIBUTED TO THE CONSTRUCTION OF THE PROJECT., AS DETERMINED BY THE PUBLIC WORKS DIRECTOR.
17. CONTRACTOR TO MAINTAIN OPERATIONAL CONDITION OF ALL EXISTING TRAFFIC SIGNALS, STREET LIGHTS, TRAFFIC SIGNS, TRAFFIC MARKINGS, AND OTHER INFRASTRUCTURES THAT MAY BE IMPACTED BY THE PROJECT. TRAFFIC SIGNS AND TRAFFIC MARKINGS SHALL NOT BE REMOVED OR COVERED WITHOUT PRIOR APPROVAL OF THE CITY PROJECT MANAGER OR INSPECTOR.
18. ALL STOP SIGNS, YIELD SIGNS, AND RAILROAD CROSSING SIGNS IMPACTED BY THE PROJECT MUST BE MAINTAINED ERECT AND FULLY VISIBLE BY TRAFFIC AT ALL TIMES. ANY LIMIT LINES OR CROSSWALKS COVERED OR IMPACTED BY THE PROJECT MUST BE IMMEDIATELY REPLACED WITH LIKE TEMPORARY MARKINGS.
19. CONTRACTOR TO MAINTAIN OPERATIONAL CONDITION OF ANY CITY OR CRPD OWNED IRRIGATION LINE THAT MAY BE IMPACTED BY THE PROJECT. THE CONTRACTOR IS RESPONSIBLE FOR REPLACING IN KIND ANY LANDSCAPING OR LANDSCAPE IRRIGATION DAMAGED BY CONSTRUCTION OR INTERRUPTION OF IRRIGATION SERVICE.
20. THE SIGNAL CONTROLLER SHALL BE SUPPLIED BY THE CITY AT DEVELOPER COST. CONTRACTOR SHALL NOTIFY THE CITY MINIMUM TWO MONTHS IN ADVANCE OF NEEDING THE SIGNAL CONTROLLER.
21. STOCKPILING OF EARTH MATERIAL SHALL NOT OCCUR ON FINISHED CONCRETE SURFACES WITHOUT PLACEMENT OF IMPERMEABLE MEMBRANE OR PLASTIC.

GENERAL NOTES

1. APPROVAL OF THE CITY ENGINEER, OR HIS AUTHORIZED REPRESENTATIVE, IS REQUIRED ON COMPLETED WORK PRIOR TO: (A) PLACING OF ANY CONCRETE; (B) PLACING OF AGGREGATE BASE; (C) PLACING OF ASPHALT CONCRETE; (D) BACKFILLING TRENCHES FOR PIPE. WORK DONE WITHOUT SUCH APPROVAL SHALL BE AT THE CONTRACTOR'S RISK. SUCH APPROVAL SHALL NOT RELIEVE THE CONTRACTOR FROM THE RESPONSIBILITY OF PERFORMING THE WORK IN AN ACCEPTABLE MANNER.

2. THE TYPES, LOCATIONS, SIZES AND/OR DEPTHS OF EXISTING UNDERGROUND UTILITIES AS SHOWN ON THESE IMPROVEMENT PLANS WERE OBTAINED FROM SOURCES OF VARYING RELIABILITY. THE CONTRACTOR IS CAUTIONED THAT ONLY ACTUAL EXCAVATION WILL REVEAL THE TYPES, EXTENT, SIZES, LOCATIONS AND DEPTHS OF SUCH UNDERGROUND UTILITIES. HOWEVER, RSC ENGINEERING INC., CONSULTING CIVIL ENGINEER, HEREINAFTER DESIGNATED AS THE ENGINEER, ASSUMES NO RESPONSIBILITY FOR THE COMPLETENESS OR ACCURACY OF THE DELINEATION OF SUCH UNDERGROUND UTILITIES, NOR FOR THE EXISTENCE OF OTHER BURIED OBJECTS OR UTILITIES WHICH ARE NOT SHOWN ON THESE DRAWINGS. THE CONTRACTOR IS HEREBY NOTIFIED THAT PRIOR TO COMMENCING CONSTRUCTION, HE/SHE IS RESPONSIBLE FOR CONTACTING THE UTILITY COMPANIES INVOLVED AND REQUESTING A VISUAL VERIFICATION OF THE LOCATIONS OF THEIR UNDERGROUND FACILITIES SHOWN ON THESE IMPROVEMENT PLANS. THE ENGINEER SHALL BE NOTIFIED BY THE CONTRACTOR OF THE SCHEDULED TIME AND PLACE OF SUCH VISUAL VERIFICATION TO ENABLE SAID FIRM TO HAVE A REPRESENTATIVE PRESENT. SHOULD A CONFLICT BECOME APPARENT, THE ENGINEER WILL CONTACT THE PARTIES RESPONSIBLE FOR THE RELOCATION OF THE CONFLICTING FACILITY. CONTRACTOR TO VERIFY TIE-INS TO EXISTING UTILITIES AND CONFLICTS AT START OF CONSTRUCTION AND NOTIFY CIVIL OF ANY CHANGES.
3. THE CONTRACTOR SHALL REMOVE ALL OBSTRUCTIONS, BOTH ABOVE GROUND AND UNDERGROUND, EXCEPT AS NOTED IN ITEM 2 ABOVE, AS NECESSARY FOR THE CONSTRUCTION OF THE PROPOSED IMPROVEMENTS.
4. WHERE THE ENGINEER, OR HIS REPRESENTATIVE, IS TO PROVIDE CONSTRUCTION STAKES, SAID FIRM WILL ASSUME NO RESPONSIBILITY WHATSOEVER FOR IMPROVEMENTS CONSTRUCTED THEREFROM UNLESS THE FOLLOWING PROCEDURE IS OBSERVED BY THE CONTRACTOR: (A) THE CONTRACTOR SHALL, THROUGH THE OFFICE OF THE ENGINEER, REQUEST CONSTRUCTION STAKES FOR ANY PARTICULAR PHASE OF THE WORK AT LEAST FORTY-EIGHT (48) HOURS PRIOR TO THE PLANNED USE OF SAID STAKES. NO REQUEST FOR STAKES RECEIVED FROM A SUBCONTRACTOR WILL BE RECOGNIZED UNLESS A WORK ORDER OR AUTHORIZATION IS RECEIVED FROM THAT SUBCONTRACTOR.
5. CERTAIN CONTROL POINTS WILL BE SET BY THE ENGINEER, OR ITS REPRESENTATIVE, WHICH ARE CRITICAL TO THE CONSTRUCTION STAKING OF THE PROJECT. THESE POINTS WILL BE DESIGNATED AT A PRE-CONSTRUCTION CONFERENCE BETWEEN REPRESENTATIVES OF THE ENGINEER AND THE CONTRACTOR. THE CONTROL POINTS WILL BE PERMANENT MONUMENTS (REBAR) SET AND CLEARLY MARKED ON THE JOB SITE. THE CONSTRUCTION SHALL NOT DISTURB THE CONTROL POINTS IN ANY MANNER. IF IT BECOMES NECESSARY TO REMOVE SAID CONTROL POINTS DURING CONSTRUCTION, THE CONTRACTOR SHALL NOTIFY THE ENGINEER 48 HOURS IN ADVANCE OF SAID REMOVAL TO ALLOW FOR REFERENCING SAID CONTROL POINTS AND THEIR EVENTUAL REPLACEMENT. IF CONTROL POINTS ARE REMOVED OR DESTROYED WITHOUT SAID NOTIFICATION, THE COST OF REPLACEMENT SHALL BE DEDUCTED FROM THE CONTRACTOR'S PAYMENT, AND PAYMENT SHALL BE MADE BY OWNER TO THE ENGINEER.

6. THE CONTRACTOR SHALL MAINTAIN ALL EXISTING DRAINAGE FACILITIES WITHIN THE CONSTRUCTION AREA UNTIL THE DRAINAGE IMPROVEMENTS ARE IN PLACE AND FUNCTIONING.
7. ALL GRADING SHALL BE DONE IN ACCORDANCE WITH THE GEOTECHNICAL ENGINEERING REPORT PREPARED BY TERRACON CONSULTANTS, INC., No. NB225037 DATED JUNE 10,2022.
8. THE CONTRACTOR IS RESPONSIBLE FOR FURNISHING "AS-BUILT" DRAWINGS UPON COMPLETION OF CONSTRUCTION TO OWNER.
9. THE CONTRACTOR IS RESPONSIBLE FOR COMPLIANCE WITH ANY CURRENTLY APPLICABLE SAFETY LAW OF ANY JURISDICTIONAL BODY. FOR INFORMATION REGARDING THIS PROVISION, THE CONTRACTOR IS DIRECTED TO CONTACT THE STATE OF CALIFORNIA, DIVISION OF OCCUPATIONAL SAFETY AND HEALTH (CAL OSHA), SACRAMENTO (PHONE 263-2800). THE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL BARRICADES, SAFETY DEVICES AND CONTROL OF TRAFFIC WITHIN AND AROUND THE CONSTRUCTION AREA. FOR ALL TRENCH EXCAVATIONS FIVE (5) FEET OR MORE IN DEPTH, THE CONTRACTOR SHALL OBTAIN A PERMIT FROM CAL OSHA (2424 ARDEN WAY, SUITE 165, SACRAMENTO, PHONE 263-2800, FAX 263-2798) PRIOR TO BEGINNING ANY EXCAVATION. A COPY OF THIS PERMIT SHALL BE AVAILABLE AT THE CONSTRUCTION SITE AT ALL TIMES.

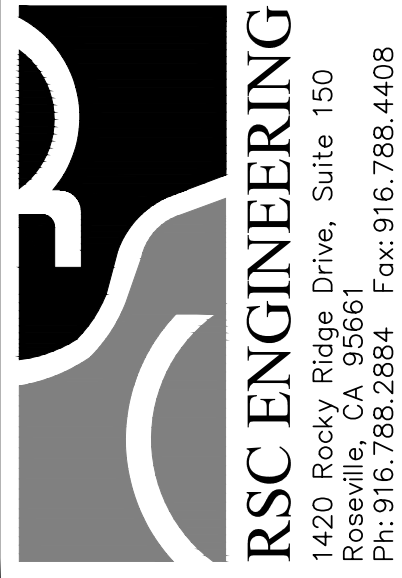
10. THE CONTRACTOR SHALL NOTIFY A CITY INSPECTOR A MINIMUM OF 48HRS PRIOR TO COMMENCING CONSTRUCTION ONCE THE PLANS HAVE BEEN APPROVED.

GENERAL GRADING NOTES

1. WHEN IMPORTING OR EXPORTING OF ANY MATERIAL THE CONTRACTOR SHALL MAINTAIN ALL PUBLIC ROADS USED AS A HAUL ROUTE SO THEY REMAIN DUST FREE.
2. THE CONTRACTOR SHALL REPAIR IN KIND ANY DAMAGE OCCURRED ON THE PUBLIC ROAD WHILE IMPORTING/EXPORTING MATERIAL TO THE SUNRIDGE PLAZA SITE.
3. PRIOR TO IMPORTING/EXPORTING ANY MATERIAL FROM THE SITE THE CONTRACTOR SHALL SUBMIT A HAUL ROUTE TO BE APPROVED BY A REPRESENTATIVE OF THE LOCAL JURISDICTION

CORDOVA COMMUNITY COUNCIL FOUNDATION

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					ENG INC.
					DESCRIPTION
					DATE
◀	◀	◀	◀	◀	REV
					NO.



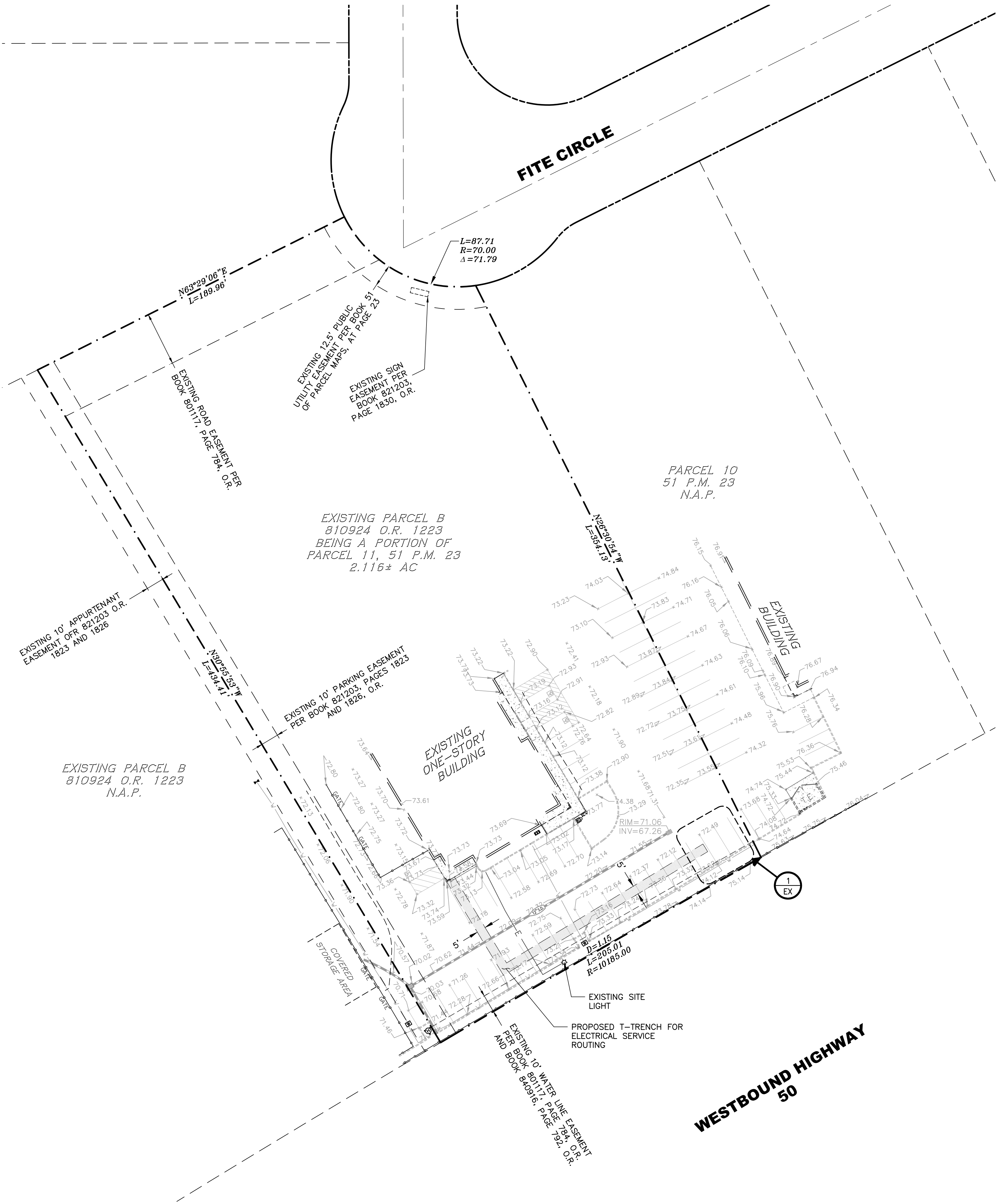
PROJECT NO:	353-001
DRAWN BY:	RSC Eng
CHECKED BY:	RSC Eng
DESIGNED BY:	RSC Eng

PRELIMINARY PLANS FOR
DIGITAL FREEWAY SIGN
3127 FITE CIRCLE
SACRAMENTO, CA 95827

SHEET TITLE
NOTES
SHEET

SHEET NO.
NT
2 OF 6

DATE: SEPTEMBER 19, 2025



LEGEND

EXISTING PROPERTY LINE

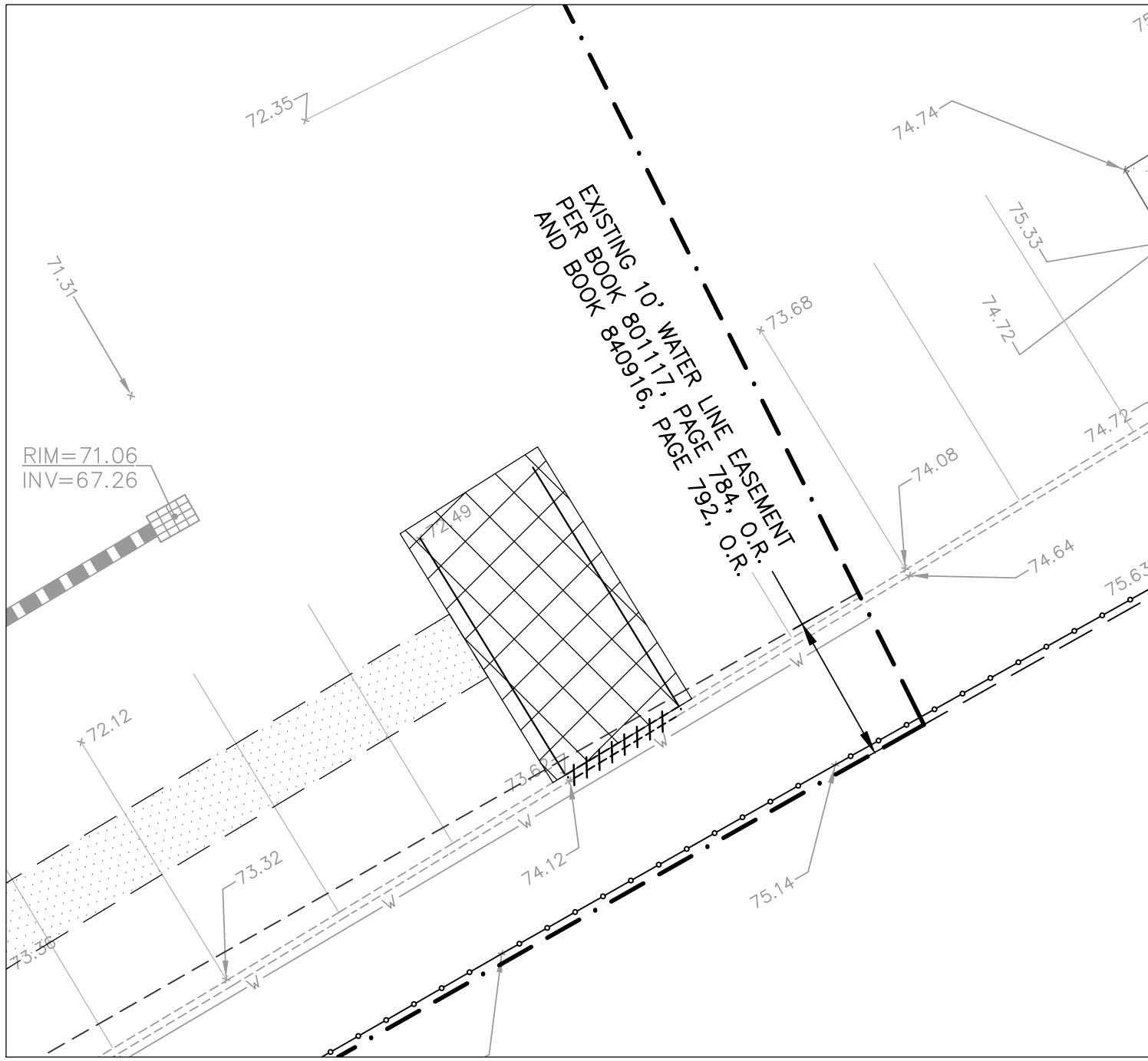
EXISTING RIGHT OF WAY

EXISTING EASEMENTS

DEMOLISH EXISTING AC PAVEMENT

DEMOLISH EXISTING CONCRETE CURB OR TEMPORARY CURB AS SHOWN

DEMOLISH AND GRIND EXISTING AC FOR PROPOSED ELECTRICAL T-TRENCH



1 DEMOLITION ENLARGEMENT
1"=10'

REV	DATE	DESCRIPTION	BY	DATE

RSC ENGINEERING
1420 Rocky Ridge Drive, Suite 150
Roseville, CA 95661
Ph: 916.788.2884 Fax: 916.788.4408

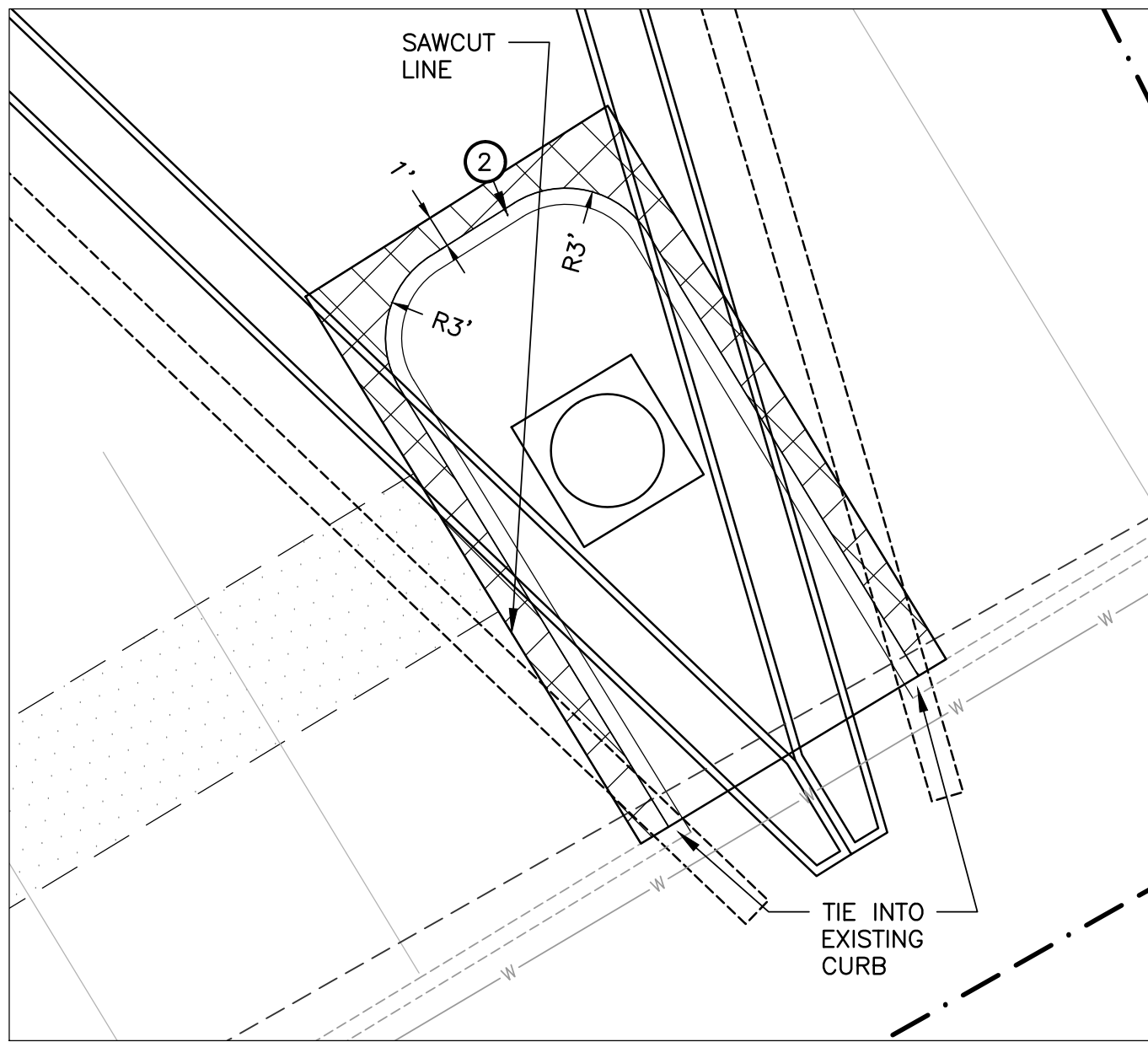
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PRELIMINARY PLANS FOR
DIGITAL FREEWAY SIGN
3127 FITE CIRCLE
SACRAMENTO, CA 95827

SHEET TITLE
EXISTING
CONDITION AND
DEMOLITION PLAN

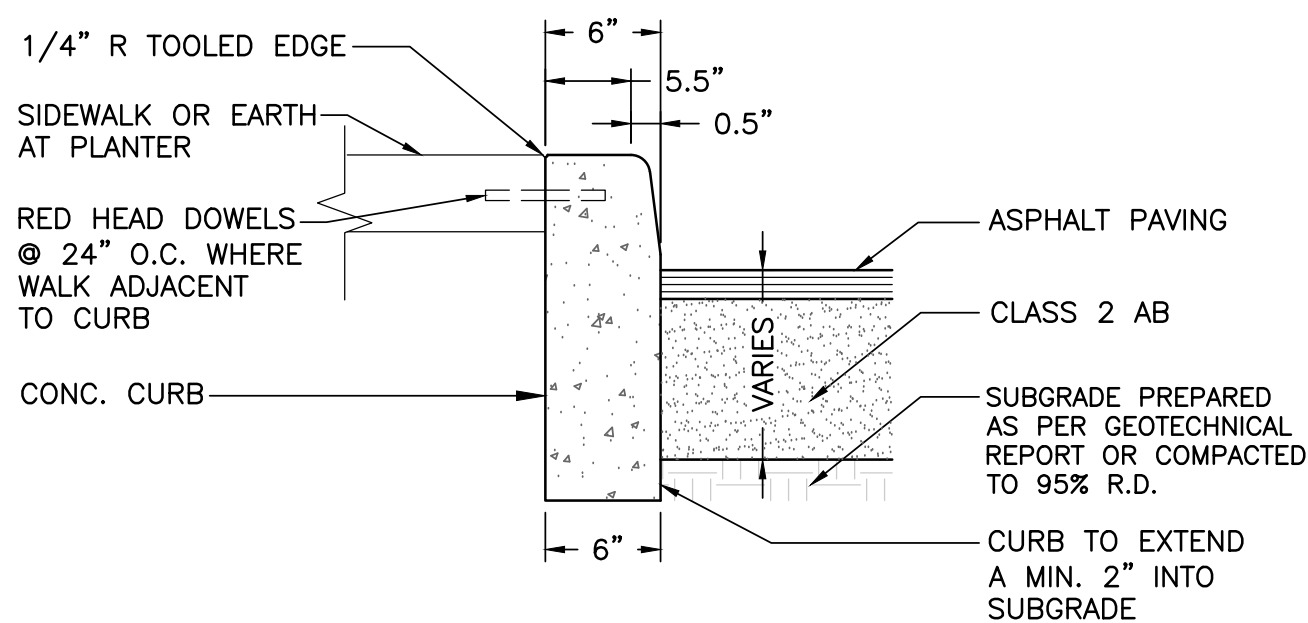
SHEET NO.
EX
3 OF 6

DATE: SEPTEMBER 19, 2025

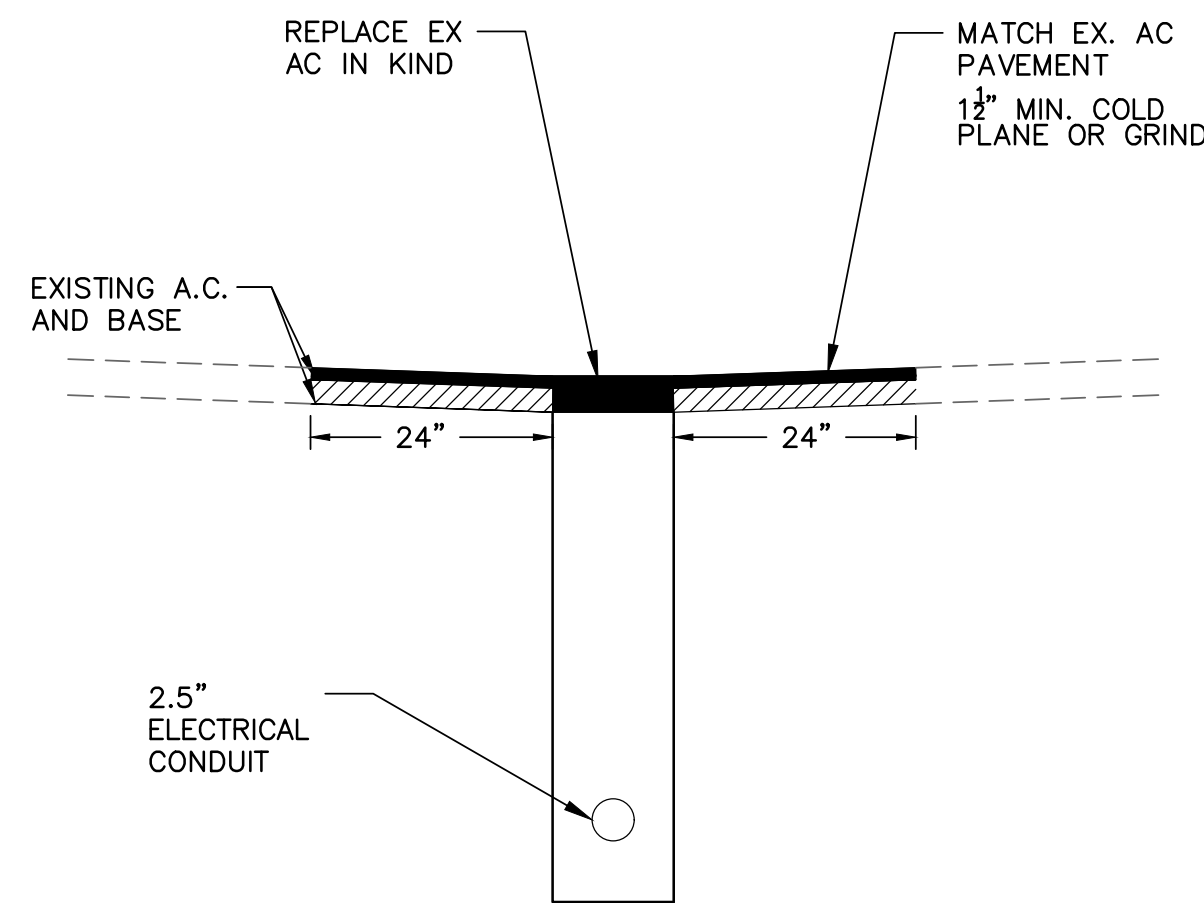


1 ENLARGEMENT DETAIL
1"=10'

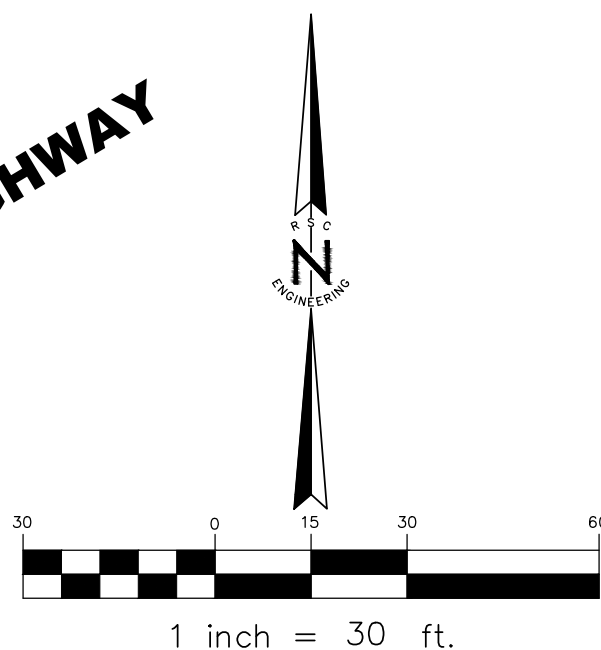
- NOTES:**
1. BASE OF CURB TO REST ON COMPACTED FILL
 2. SACK FINISH EXPOSED SURFACES.
 3. PROVIDE #6 x 18" LONG, SMOOTH DOWELS AT ALL EXPANSION JOINTS.
 4. PROVIDE ¾" ELASTOMERIC EXPANSION JOINTS AT 30' MAXIMUM INTERVALS AND AT ALL RADII, TANGENTS, CORNERS AND AT DRAINAGE STRUCTURES.
 5. CONCRETE SHALL HAVE A MINIMUM 28 DAY COMPRESSIVE STRENGTH OF 4,000 PSI
 6. LIGHT BROOM FINISH ON ALL SURFACES, ALL RADII TO BE TRUE ARCS.
 7. PROVIDE (2) #4 BARS, 10'-0" LONG, CENTERED OVER ALL TRENCH CROSSINGS
 8. PROVIDE (2) #6 x 2'-6" LONG BARS TO CONNECT EXISTING AND NEW CURBS



2 BARRIER CURB (PRIVATE ONSITE ONLY)
NOT TO SCALE



3 T-TRENCH DETAIL



REV	DATE	DESCRIPTION	BY	DATE



RSC ENGINEERING
1420 Rocky Ridge Drive, Suite 150
Roseville, CA 95661
Ph: 916.788.2884 Fax: 916.788.4408

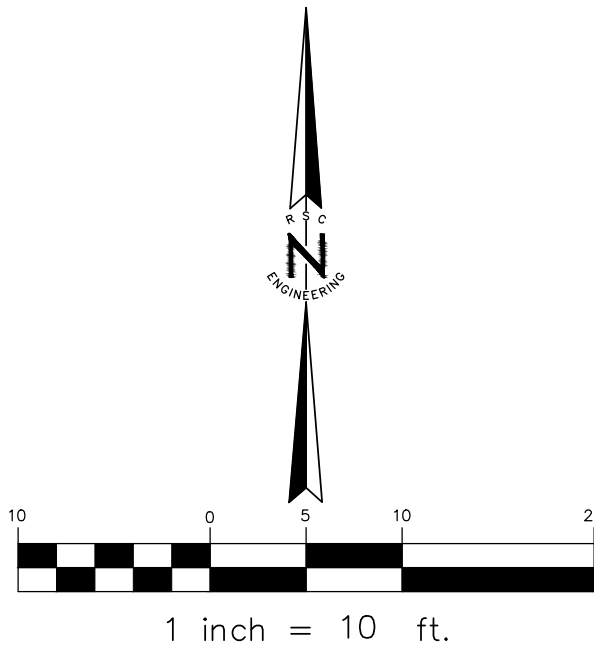
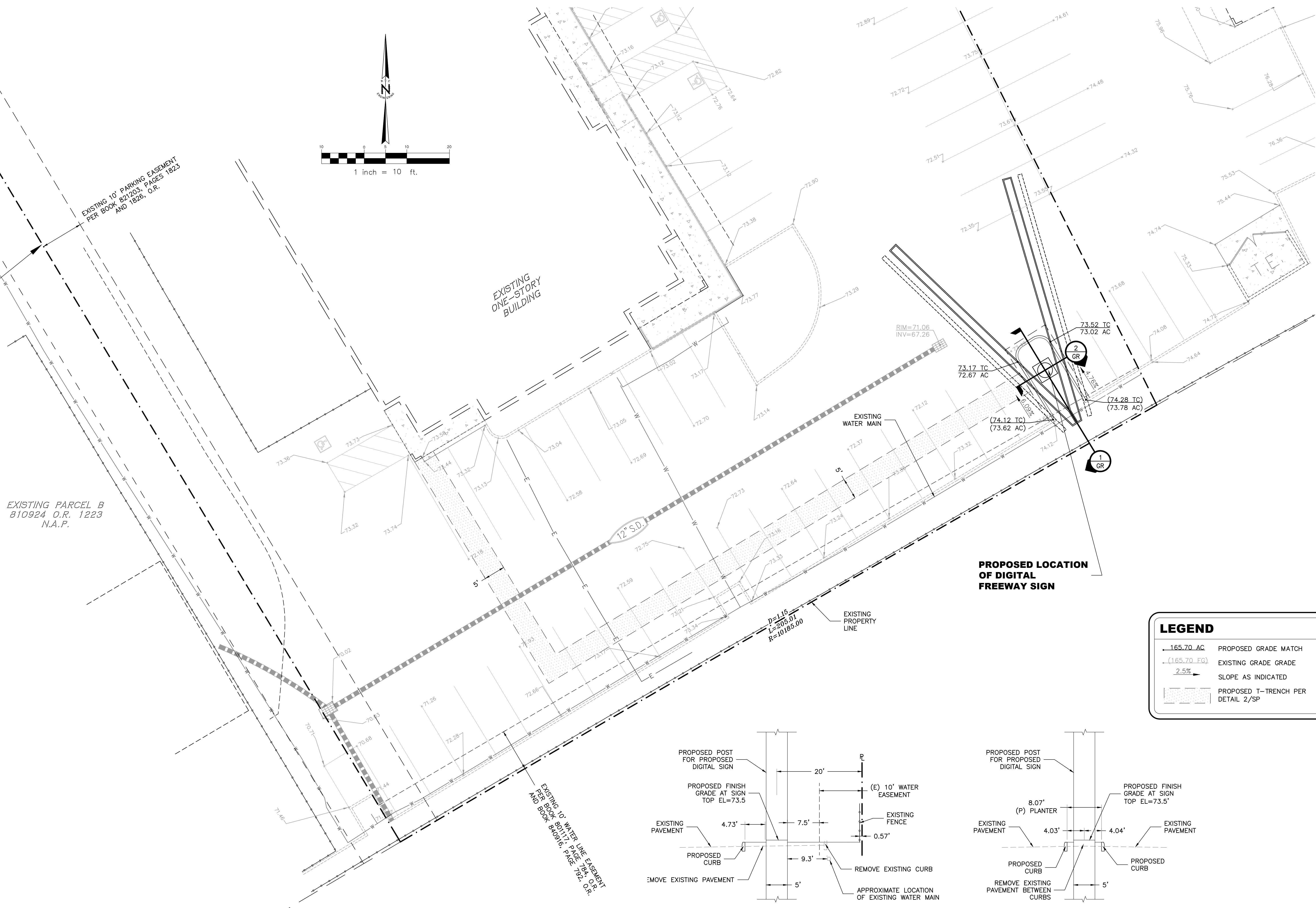
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PRELIMINARY PLANS FOR
DIGITAL FREEWAY SIGN
3127 FITE CIRCLE
SACRAMENTO, CA 95827

SHEET TITLE
GRADING PLAN

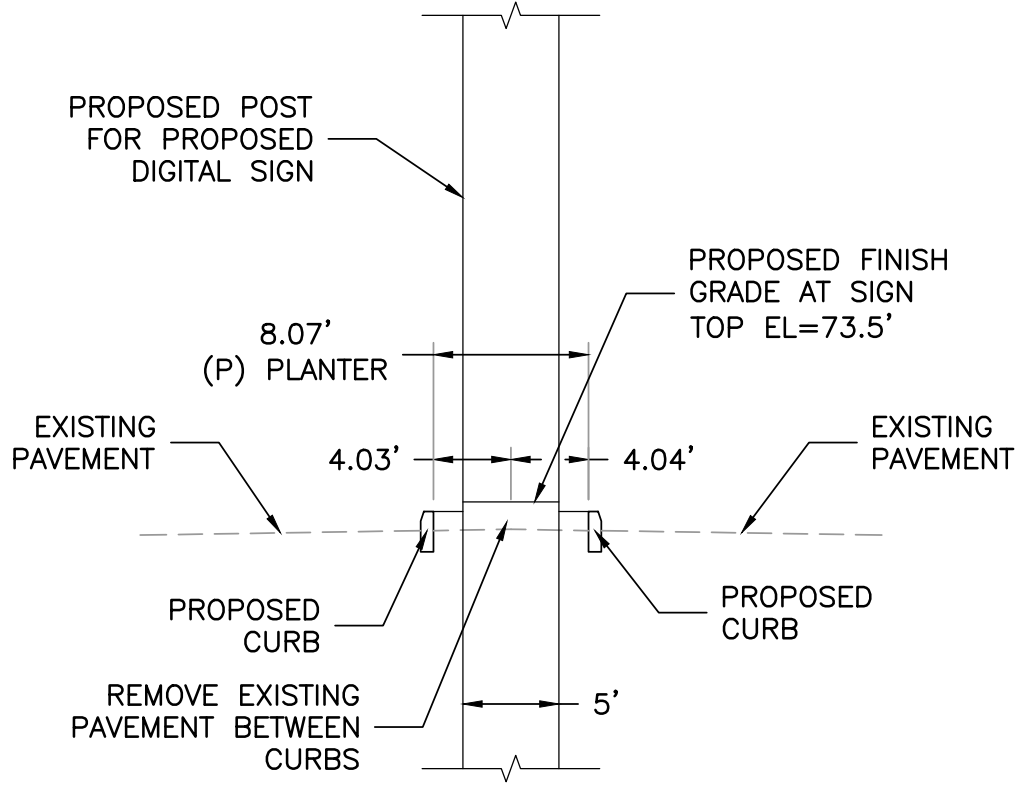
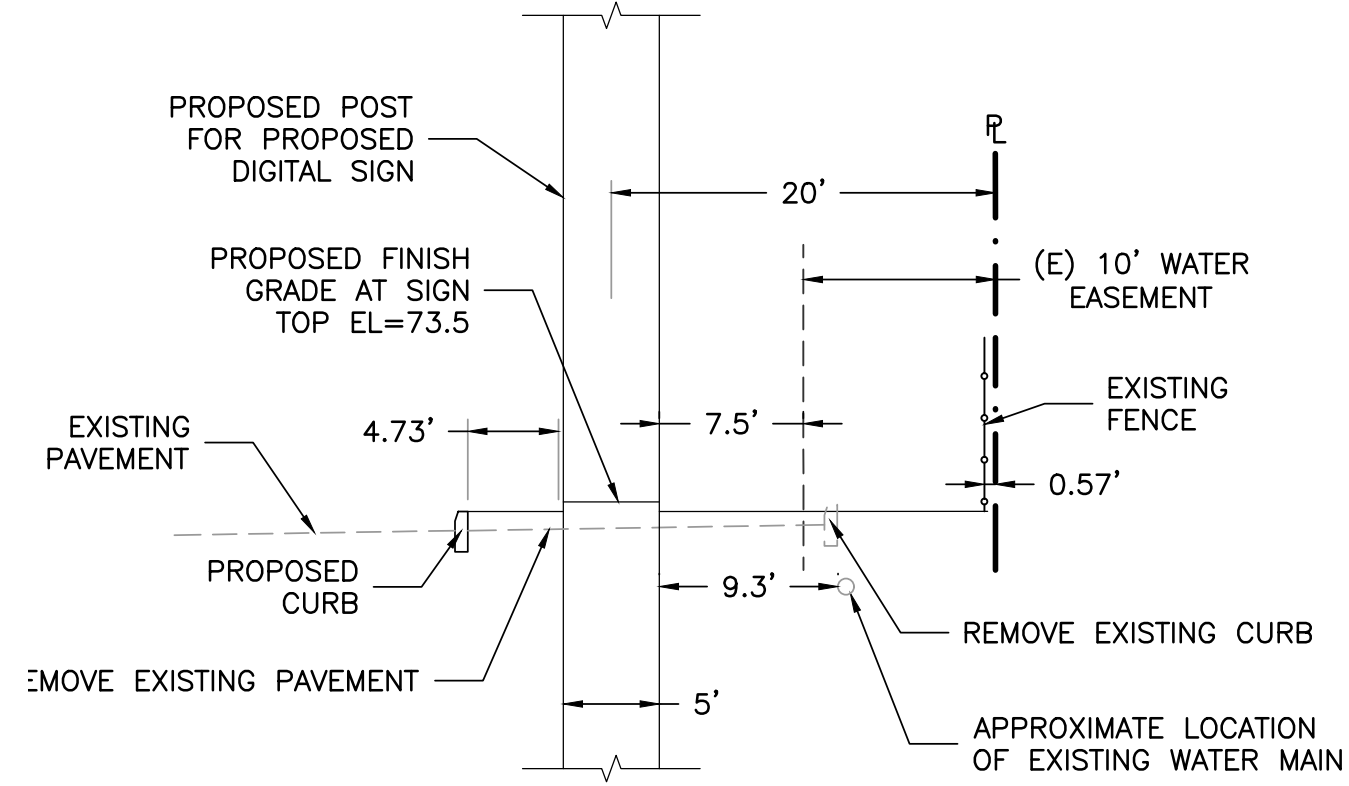
SHEET NO.
GR
5 OF 6

DATE: SEPTEMBER 19, 2025



LEGEND

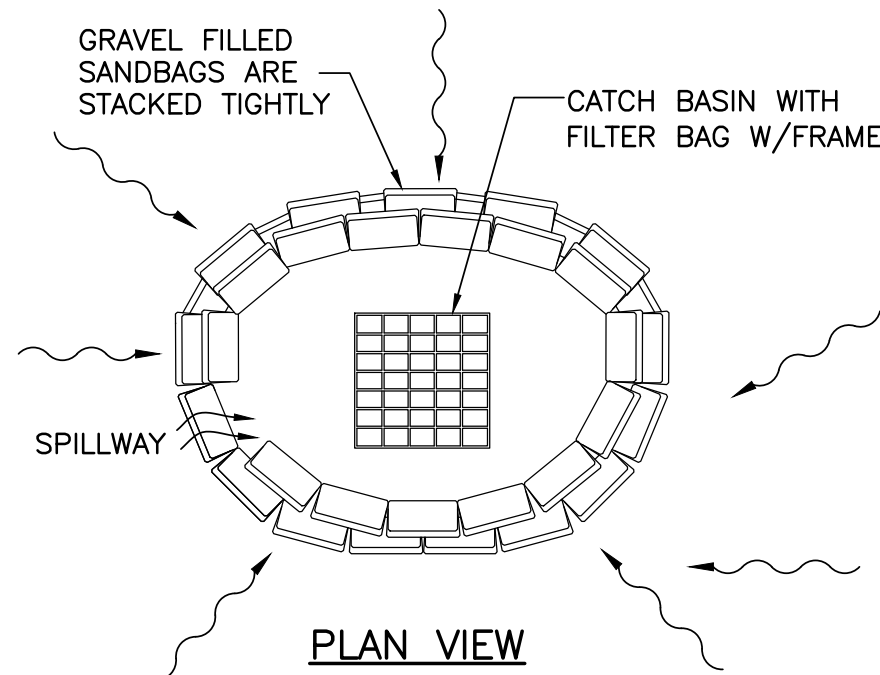
- 165.70 AC PROPOSED GRADE MATCH
- (165.70 FG) EXISTING GRADE
- 2.5% SLOPE AS INDICATED
- PROPOSED T-TRENCH PER DETAIL 2/SP





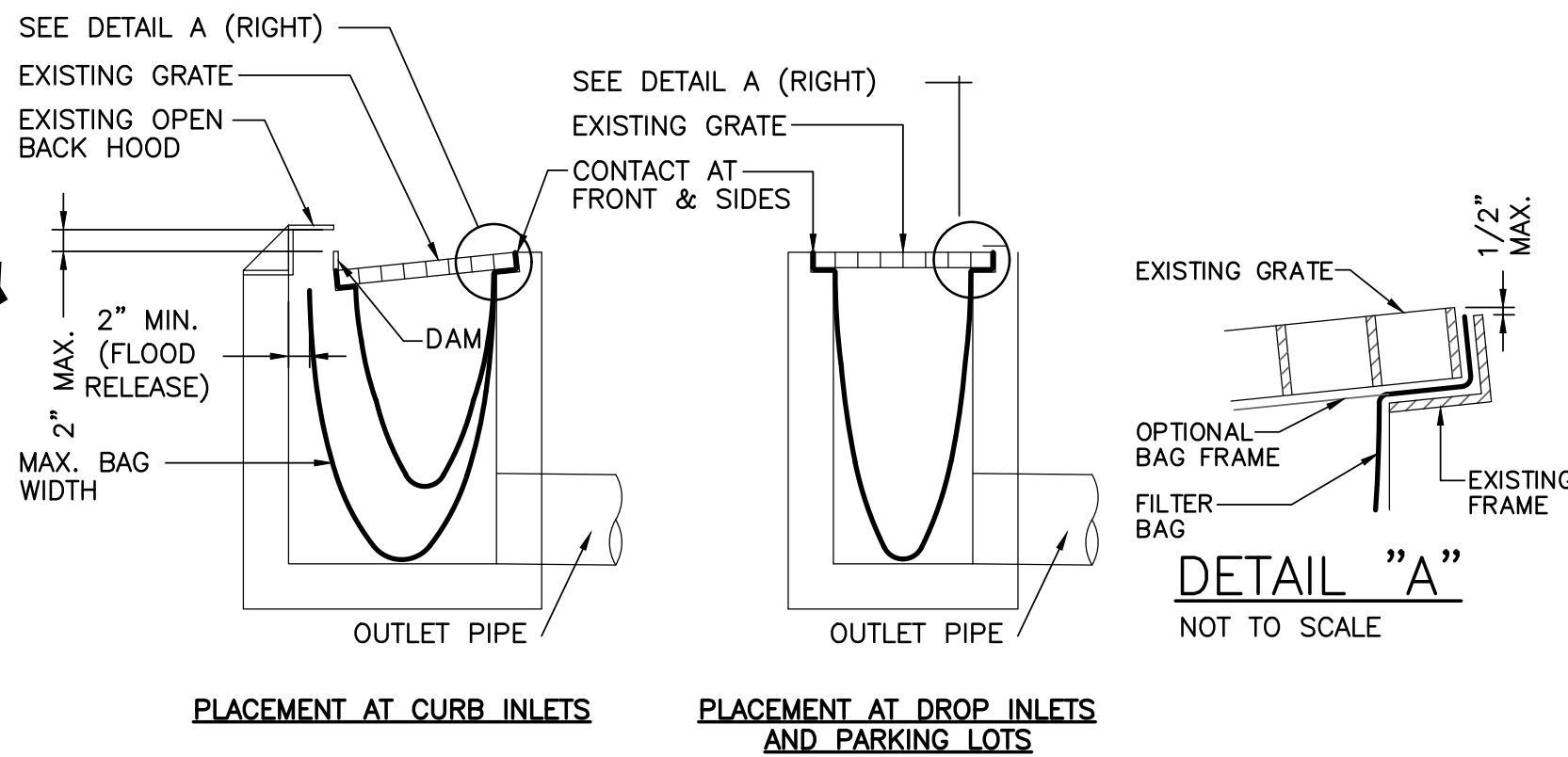
(1) NOT TO SCALE

1. PLACE SEDIMENT BARRIERS AT INLET LOCATIONS WHERE WATER CAN POND AND ALLOW SEDIMENT TO SEPARATE FROM OVERTFLOW.
2. SANDBAGS, OF EITHER BURLAP OR WOVEN GEOTEXTILE FABRIC, ARE FILLED WITH GRAVEL, LAYERED AND PACKED TIGHTLY.
3. LEAVE ONE SANDBAG GAP IN THE TOP ROW TO PROVIDE A SPILLWAY FOR OVERTFLOW.
4. INSPECT BARRIERS AND REMOVE SEDIMENT AFTER EACH STORM EVENT. SEDIMENT AND GRAVEL MUST BE REMOVED FROM THE TRAVELED WAY IMMEDIATELY.



2) NOT TO SCALE

1. THE MAXIMUM DRAINAGE AREA PER FILTER SHALL BE LESS THAN 2 ACRES.
2. THE FILTER BAG SHALL BE MANUFACTURED FROM UV RESISTANT POLYPROPYLENE, NYLON, POLYESTER OR POLYETHYLENE FABRIC WITH A MIN. TENSILE STRENGTH OF 50 LBS./L.F. AN EQUIVALENT OPENING SIZE NOT GREATER THAN A 20 SLEEVE AND WITH A MIN. FLOW RATE OF 40 GAL./MIN./S.F.
3. THE BAG MAY BE SUSPENDED FROM OR HELD IN PLACE BY THE EXISTING GRATE OR OTHER APPROVED METHOD, PROVIDED NO MODIFICATION OR DAMAGE IS DONE TO THE GRATE OR FRAME. THE GRATE SHALL REST NO MORE THAN ONE HALF INCH ABOVE THE FRAME (SEE DETAIL A)
4. THE BAG MAY EXTEND TO THE BOTTOM OF THE INLET BOX PROVIDED THE OUTLET REMAINS UNOBSTRUCTED.
5. FLOWS SHALL NOT BE ALLOWED TO BYPASS THE BAG. THE BAG OR IT'S FRAME SHALL CATCH FLOWS AT ALL SIDES OF THE INLET, EXCEPT AS SHOWN FOR FLOOD RELEASE.
6. BAGS SHALL BE INSPECTED WEEKLY AND AFTER EACH RAINFALL DURING THE WET SEASON AND MONTHLY DURING THE DRY SEASON. SEDIMENT AND DEBRIS SHALL BE REMOVED BEFORE ACCUMULATIONS HAVE REACHED ONE THIRD THE DEPTH OF THE BAG. BAGS SHALL BE REPAIRED OR REPLACED AS SOON AS DAMAGE OCCURS.



5) NOT TO SCALE

1. ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE CONSTRUCTED AND MAINTAINED IN ACCORDANCE WITH THE CURRENT EDITION OF THE CITY OF RANCHO CORDOVA AND SACRAMENTO COUNTY IMPROVEMENT STANDARDS.
2. EROSION CONTROL BEST MANAGEMENT PRACTICES (BMP'S) SHALL BE INSTALLED AND MAINTAINED DURING THE WET SEASON (OCTOBER 1 THROUGH APRIL 30). SEDIMENT CONTROL BMP'S SHALL BE INSTALLED AND MAINTAINED YEAR ROUND.
3. ALL DRAINAGE INLETS IMMEDIATELY DOWN STREAM OF THE WORK AREAS AND WITHIN THE WORK AREAS SHALL BE PROTECTED WITH SEDIMENT CONTROL PATTERN. INLET PROTECTION SHALL BE REMOVED FROM THE DRAINAGE INLETS UPON ACCEPTANCE OF THE PUBLIC IMPROVEMENTS BY THE CITY.
4. ALL STABILIZED CONSTRUCTION ACCESS LOCATIONS SHALL BE CONSTRUCTED WHERE CONSTRUCTION TRAFFIC ENTERS OR LEAVES PAVED AREAS. THE STABILIZED ACCESS SHALL BE MAINTAINED ON A YEAR ROUND BASIS UNTIL THE COMPLETION OF CONSTRUCTION.
5. ALL AREAS DISTURBED DURING CONSTRUCTION BY GRADING, TRENCHING, OR OTHER ACTIVITIES, SHALL BE PROTECTED FROM EROSION AT ALL TIMES. HYDROSEED, IF UTILIZED, MUST BE PLACED BY SEPTEMBER 15. HYDROSEED PLACED DURING THE WET SEASON SHALL USE A SECONDARY EROSION PROTECTION MEASURE.
6. SENSITIVE AREAS AND AREAS WHERE EXISTING VEGETATION IS BEING PRESERVED SHALL BE PROTECTED WITH CONSTRUCTION FENCING. SEDIMENT CONTROL BMP'S SHALL BE INSTALLED WHERE ACTIVE CONSTRUCTION AREAS DRAIN INTO SENSITIVE OR PRESERVED VEGETATION AREAS.
7. SEDIMENT CONTROL BMP'S SHALL BE PLACED ALONG THE PROJECT PERIMETER WHERE DRAINAGE LEAVES THE PROJECT. SEDIMENT CONTROL BMP'S SHALL BE MAINTAINED YEAR ROUND UNTIL THE CONSTRUCTION IS COMPLETE OR THE DRAINAGE PATTERN HAS BEEN CHANGED AND NO LONGER LEAVES THE SITE.
8. EFFECTIVE EROSION CONTROL BMP'S SHALL BE IN PLACE PRIOR TO ANY STORM EVENTS
9. THE CONTRACTOR TO DISPOSE COLLECTED STORM WATER RUNOFF FROM THE SITE IN COMPLIANCE WITH GENERAL PERMIT AND LOCAL REQUIREMENTS.

1. WATER SHALL BE SUPPLIED AND APPLIED IN SUFFICIENT QUANTITY AND COVERAGE OF DISTURBED AREAS TO MINIMIZE DUST EMISSIONS. ALL VISIBLY DIRT DISTURBED SOIL SURFACE AREAS OF OPERATION SHALL BE WATERED TO MINIMIZE DUST EMISSIONS.
2. HAUL VEHICLES EMPLOYED IN TRANSPORTING IMPORTED BORROW, SURPLUS EXCAVATED MATERIAL, SOIL OR SOIL AMENDMENTS INTO OR OUT OF THE PROPERTY SHALL BE COVERED.
3. WHERE SOIL IS TRACKED ONTO EXISTING PAVED ROADWAYS BY CONSTRUCTION OR OTHER VEHICLES, SUCH ROADWAYS SHALL BE IMMEDIATELY CLEANED BY HAND TOOLS, WET-SWEEPING OR OTHER ACCEPTABLE METHODS TO MINIMIZE DUST EMISSIONS.
4. ALL VEHICLES AND EQUIPMENT, INCLUDING EMPLOYEE VEHICLES AND EQUIPMENT AND MATERIALS DELIVERY VEHICLES, SHALL BE OPERATED AT SPEEDS THAT MINIMIZE DUST EMISSIONS.
5. DESIGNATED PARKING AND STAGING AREAS SHOWN ON THE PLANS SHALL BE USED FOR CONSTRUCTION EMPLOYEE PARKING TO MINIMIZE EMISSIONS.
6. SOIL STOCKPILES SHALL BE COVERED, WATERED OR OTHERWISE STABILIZED TO MINIMIZE DUST EMISSIONS.

1. PRESERVE EXISTING VEGETATION AS POSSIBLE AND AS SHOWN ON THE EROSION/SEDIMENTATION CONTROL PLANS.
2. KEEP VEHICLES AND EQUIPMENT OFF EXPOSED SOIL AND PRESERVED VEGETATION AS MUCH AS POSSIBLE.
3. INSTALL STABILIZED CONSTRUCTION ENTRANCE(S).
4. INSTALL INLET PROTECTION AS SHOWN ON THE EROSION/SEDIMENTATION CONTROL PLANS.
5. INSTALL/PREPARE CONSTRUCTION PARKING, MATERIAL STORAGE, MATERIAL STAGING, EQUIPMENT FUELING AND MAINTENANCE AREAS.
6. INSTALL/PREPARE COVERED TRASH CONTAINMENT (WASTE STORAGE AREA).
7. COMMENCE SITE CLEARING OPERATIONS.
8. TEMPORARILY SEED, THROUGHOUT CONSTRUCTION, DENUDED AREAS THAT WILL BE INACTIVE 14 DAYS OR MORE.
9. PERMANENTLY STABILIZE AREAS TO BE VEGETATED AS THEY ARE BROUGHT TO FINAL GRADE.
10. COMPLETE WORK AND INSTALLATION OF PERMANENT STABILIZATION.
11. REMOVE ALL REMAINING TEMPORARY EROSION AND SEDIMENT CONTROL DEVICES.
12. STABILIZE ANY AREAS DISTURBED BY THE REMOVAL OF BMPS.

TEMPORARY STOCKPILE LOCATION PER DETAIL 2/EC1

PLACE GRAVEL BAGS AND DRAIN INLET FILTER PER DETAILS
2/EC AND 3/EC.

PERSON RESPONSIBLE FOR IMPLEMENTING THE
STORMWATER POLLUTION PREVENTION PLAN (SWPPP)

Name:

Telephone:

PROJECT NO: 353-001

DRAWN BY: RSC Enc

CHECKED BY: RSC Eng

DESIGNED BY: RSC Eng

**PRELIMINARY PLANS FOR
DIGITAL FREEWAY SIGN**

**3127 FITE CIRCLE
SACRAMENTO, CA 95827**

SHEET TITLE
**EROSION AND
SEDIMENT
CONTROL PLAN**

SHEET NO.

EC

6 OF 6

DATE: SEPTEMBER 19, 2025



Eastbound Highway 50



Westbound Highway 50

**ITEM 15.1.
CONDITIONS OF APPROVAL**

**ATTACHMENT 7
Exhibit B to the Resolution**

<u>Conditions of Approval</u>		<u>Category</u>	<u>Timing/ Implementation</u>	<u>Enforcement/ Monitoring</u>
1.	The approved entitlement is for a Zoning Text Amendment, Conditional Use Permit and Minor Design Review for the Fite Circle Digital Billboard Sign Project. The project shall be constructed consistent with the Project Plans (<u>Exhibit A</u>) and these Conditions of Approval (<u>Exhibit B</u>) for Project PLND-1124-0113.	Project Description	On-Going	Planning
2.	Applicant(s) agree to defend, indemnify and hold harmless with Counsel selected by the City of Rancho Cordova ("City") and its agents, officers, consultants, and employees ("City's Agents") from any and all claims, actions, suits, or proceedings against the City or the City's Agents to attack, set aside, void, or annul an approval by the City, or the City's Agents concerning the project (collectively "Claim"). The City shall promptly notify the Applicant of any Claim and the City shall cooperate fully in the defense. Nothing in this paragraph obligates the City to defend any Claim and the City is not required to pay or perform any settlement arising from any such Claim not defended by the City, unless the settlement is approved in writing by the City.	General	On-Going	Planning
3.	Any future alteration to the structure, change in use, intensification of the site, or modification to the parking and landscaped area must be reviewed by the City to ensure compliance with all local, state, and federal regulations. Minor modifications that are found to be in substantial conformance with the approved plans such as colors, plant materials, or minor lot line adjustments, may be approved administratively. Major modifications shall be approved by the applicable decision-making body.	General	On-Going	Planning/Building/Public Works
4.	Applicant/Developer shall not carry a negative account balance with the City for the processing of the project. If a negative account balance occurs, it will be the developer's responsibility to pay the balance due, to avoid delays in the processing of future permits or recordation of maps. Please email the Finance Department at	General	On-Going	Finance

Page 1 of 6

City Council
October 6, 2025

Fite Circle Digital Billboard Sign
Zoning Text Amendment, CUP, Minor Design Review, & Operating Agreement
PLND-1124-0113

**ITEM 15.1.
CONDITIONS OF APPROVAL**

**ATTACHMENT 7
Exhibit B to the Resolution**

<u>Conditions of Approval</u>		<u>Category</u>	<u>Timing/ Implementation</u>	<u>Enforcement/ Monitoring</u>
	billings@cityofranchocordova.org for the status of your account with the City.			
5.	The Conditional Use Permit and Minor Design Review is valid for a period of three (3) years from the date of City Council approval unless substantial construction of the permitted use has commenced or an extension is granted by the Community Development Director.	Expiration	On-Going	Planning
6.	Noise sources associated with construction, repair, remodeling, demolition, paving and/or grading of any real property must adhere to the development standards outlined within the City's Noise Element, RCMC 6.68 and RCMC 16.18.1407(F).	Noise	On-Going	Code Enforcement /Building
7.	Applicant shall be responsible for all damage to City streets associated with construction of the project and shall repair any damage as soon as possible.	Infrastructure	On-Going	Public Works
8.	The digital billboard sign proposed in Project PLND-1124-0113 is subject to the approved Operating Agreement. Any modifications to the development and operation of the digital sign as outlined in the Operating Agreement will require a new written agreement signed by both the Cordova Community Council Foundation and the City of Rancho Cordova.	Operating Agreement	On-Going	Planning/City Attorney
9.	The project is subject to all Mitigation Measures in the Fite Circle Digital Sign Project Initial Study/Mitigated Negative Declaration (SCH# 2025061343)	Mitigation Measures	On-Going	Planning
10.	SMUD has existing underground 12kV facilities on the project parcel along Fite Circle and the northern parcel border that will need to remain. The Applicant shall be responsible for maintaining all CalOSHA and State of California Public Utilities Commission General Order No. 128 safety clearances during construction and upon building completion. If the required clearances cannot be maintained, the Applicant shall be responsible for the cost of relocation.	Underground Facilities	On-Going	SMUD

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City Council
October 6, 2025

Fite Circle Digital Billboard Sign
Zoning Text Amendment, CUP, Minor Design Review, & Operating Agreement
PLND-1124-0113

**ITEM 15.1.
CONDITIONS OF APPROVAL**

**ATTACHMENT 7
Exhibit B to the Resolution**

<u>Conditions of Approval</u>		<u>Category</u>	<u>Timing/ Implementation</u>	<u>Enforcement/ Monitoring</u>
11.	Any necessary future SMUD facilities located on the Applicant's property shall require a dedicated SMUD easement. This will be determined prior to SMUD performing work on the Applicant's property. Applicant shall be responsible for confirming with SMUD appropriate/acceptable landscaping including placement within the easement area. SMUD reserves the right to prune & remove trees that encroach into the easement area. Applicant shall submit landscape improvement plans with tentative or final map as a condition of approval. New landscaping improvements shall be restricted to a maximum height of fifteen feet tall at full maturity.	SMUD Facilities	On-Going	SMUD
12.	In the event the Applicant requires the relocation or removal of existing SMUD facilities on or adjacent to the subject property, the Applicant shall coordinate with SMUD. The Applicant shall be responsible for the cost of relocation or removal. Applicant is further made aware that the proposed location of any relocated facilities will be subject to SMUD's vegetation management practices including restrictions of 15-feet high at full maturity and placement of trees within SMUD easements. Applicant shall bear cost to remove vegetation or trees located within proposed new facilities area and SMUD retains the right to engage in customary vegetation management practices at proposed new location after facility relocation. Applicant shall submit landscape improvement plans with tentative or final map as a condition of approval.	SMUD Facility Relocation	On-Going	SMUD
13.	SMUD reserves the right to use any portion of its easements on or adjacent to the subject property that it reasonably needs and shall not be responsible for any damages to the developed property within said easement that unreasonably interferes with those needs, including but not limited to vegetation management, tree pruning or removal,	Easements	On-Going	SMUD

**ITEM 15.1.
CONDITIONS OF APPROVAL**

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Exhibit B to the Resolution**

<u>Conditions of Approval</u>		<u>Category</u>	<u>Timing/ Implementation</u>	<u>Enforcement/ Monitoring</u>
	weed abatement and application of weed abatement material, and a height restriction of fifteen feet tall at full maturity. Applicant shall submit landscape improvement plans with tentative or final map as a condition of approval.			
Prior to Approval of Improvement Plans/Grading Permit Issuance				
14.	In the event the City requires an Irrevocable Offer of Dedication (IOD) for future roadway improvements, the Applicant shall dedicate a 12.5-foot public utility easement (PUE) for overhead and/or underground facilities and appurtenances adjacent to the County's IOD. Landscaping improvements placed within the IOD or 12.5-foot PUE shall be subject to SMUD's landscaping and tree placement guidelines and SMUD's regular vegetation management practices including but not limited to restriction of 15 feet high at maturity and spacing as well as tree pruning, removal, or other standard vegetation management activities. Applicant shall submit landscape improvement plans with tentative or final map as a condition of approval.	Irrevocable Offer of Dedication (IOD)	Prior to Approval of Improvement Plans	SMUD
15.	The Applicant shall comply with SMUD siting requirements (e.g., panel size/location, clearances from SMUD equipment, transformer location, service conductors). Information regarding SMUD siting requirements can be found at: https://www.smud.org/en/Business-Solutions-and-Rebates/Design-and-Construction-Services .	Siting Requirements	Prior to Approval of Improvement Plans	SMUD

**ITEM 15.1.
CONDITIONS OF APPROVAL**

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Exhibit B to the Resolution**

<u>Conditions of Approval</u>		<u>Category</u>	<u>Timing/ Implementation</u>	<u>Enforcement/ Monitoring</u>
Prior to Issuance of Building Permit				
16.	The applicant shall meet the following: Civil Site Plans and Architectural Plans shall be submitted and approved prior to Final Building Permit being issued.	Fire	Prior to Issuance of a Building/Fire Permit	Sacramento Metropolitan Fire District
17.	In the event of the encounter of subsurface materials suspected to be of an archaeological or paleontological nature or if any human remains are found, all grading and/or excavation shall cease, the find shall be left untouched, and the City Planning Division shall be immediately notified. This requirement shall be noted on the Grading and Building Plans, prior to issuance of permits. A qualified professional archaeologist certified by the Register of Professional Archaeologists or paleontologist with a degree(s) in paleontology or geology, to evaluate and make recommendations as to disposition, mitigation and/or salvage. The recommendation shall be implemented before work may proceed.	Construction	Prior to Issuance of Building Permits	Planning/ Building
18.	Utility areas, electrical and gas meters shall be architecturally screened from view.	Architectural	Prior to Issuance of Building Permits	Planning/Building/Public Works
19.	Ensure that no debris or construction scrap material is placed on any adjoining lot, open space area, or street, and that any such material stored on an adjoining site shall be completely removed and the site cleaned, prior to occupancy approval.	Construction	Prior to Issuance of Building Permits	Planning/ Building
20.	Structural setbacks less than 14-feet shall require the Applicant to conduct a pre-engineering meeting with all utilities to ensure property clearances are maintained.	Structural Setbacks	Prior to Issuance of Building Permits	SMUD
21.	The Applicant shall not place any building foundations within 5-feet of any SMUD trench to maintain adequate trench integrity. The Applicant	Building Foundations	Prior to Issuance of	SMUD

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City Council
October 6, 2025

Fite Circle Digital Billboard Sign
Zoning Text Amendment, CUP, Minor Design Review, & Operating Agreement
PLND-1124-0113

**ITEM 15.1.
CONDITIONS OF APPROVAL**

**ATTACHMENT 7
Exhibit B to the Resolution**

<u>Conditions of Approval</u>		<u>Category</u>	<u>Timing/ Implementation</u>	<u>Enforcement/ Monitoring</u>
	shall verify specific clearance requirements for other utilities (e.g., Gas, Telephone, etc.).		Building Permits	
Advisory				
22.	The Outdoor Advertising Act section 5403(b) establishes that illuminations are considered vision impairing when their brilliance exceeds the values set forth in Section 21466.5 of the California Vehicle Code. Please note, pursuant to 5408(b) Advertising displays may not be placed that are so illuminated that they interfere with the effectiveness of, or obscure any official traffic sign, device, or signal; nor shall any advertising display include or be illuminated by flashing, intermittent, or moving lights (except that part necessary to give public service information such as time, date, temperature, weather, or similar information); nor shall any advertising display cause beams or rays of light to be directed at the traveled ways if the light is of an intensity or brilliance as to cause glare or to impair the vision of any driver, or to interfere with any driver's operation of a motor vehicle.	Advisory	Advisory	CA Department of Transportation (CalTrans)

MITIGATION MONITORING AND REPORTING PROGRAM**Fite Circle Digital Sign Project****1. STATUTORY REQUIREMENT**

When a lead agency makes findings on significant environmental effects identified in a mitigated negative declaration (MND), the agency must also adopt a “reporting or monitoring program for the changes to the project which it has adopted or made a condition of approval in order to mitigate or avoid significant effects on the environment” (Public Resources Code Section 21081.6(a) and California Environmental Quality Act Guidelines Section 15091(d) and Section 15097). The Mitigation Monitoring and Reporting Program (MMRP) is implemented to ensure that the mitigation measures and project revisions identified in the MND are implemented. Therefore, the MMRP must include all changes in the proposed project either adopted by the project proponent or made conditions of approval by the lead agency or a responsible agency.

2. ADMINISTRATION OF THE MITIGATION MONITORING AND REPORTING PROGRAM

The City of Rancho Cordova (City) is the lead agency responsible for the adoption of the MMRP. The project applicant is responsible for implementing, verifying, and documenting compliance with the MMRP, in coordination with other identified agencies. According to CEQA Guidelines Section 15097(a), a public agency may delegate reporting or monitoring responsibilities to another public agency or to a private entity that accepts the delegation. However, until mitigation measures have been completed, the lead agency remains responsible for ensuring that implementation of the measures occurs in accordance with the program. Verification of mitigation compliance and responsibility for compliance is the responsibility of the applicant–designated project manager. The project manager will be responsible for coordinating plan reviews and field verification with the appropriate City department staff or outside agencies.

3. MITIGATION MEASURES AND REPORTING PROGRAM

Table 1 is structured to enable quick reference to mitigation measures and the associated monitoring program based on the environmental resource. The numbering of mitigation measures correlates with numbering of measures found in the Environmental Checklist of the Initial Study.

Mitigation Measure	Requirements of Measure	Responsible for Implementation	Timing	Responsible for Monitoring	Review and Approval (Data/Initials)
Air Quality					
AIR-1	Comply with Basic Construction Emission Control Practices identified by the SMAQMD and listed below or as they may be updated in the future: • Water all exposed surfaces two times daily. Exposed surfaces include, but are not limited to soil piles, graded areas, unpaved parking areas, staging areas, and access roads. • Cover or maintain at least two feet of free board space on haul trucks transporting soil, sand, or other loose material on the site. Any haul trucks that would be traveling along freeways or major roadways should be covered. • Use wet power vacuum street sweepers to remove any visible track out mud or dirt onto adjacent public roads at least once a day. Use of dry powered sweeping is prohibited. • Limit vehicle speeds on unpaved roads to 15 miles per hour (mph). • All roadways, driveways, sidewalks, parking lots to be paved should be completed as soon as possible. In addition, building pads should be laid as soon as possible after grading unless seeding or soil binders are used. • Minimize idling time either by shutting equipment off when not in use or reducing the time of idling to 5 minutes [required by California Code of Regulations, Title 13, sections 2449(d) and 2485]. Provide clear signage that posts this requirement for workers at the entrances to the site.	Construction Contractor and Project Applicant	Prior to and During construction	City of Rancho Cordova Planning Division	

Mitigation Measure	Requirements of Measure	Responsible for Implementation	Timing	Responsible for Monitoring	Review and Approval (Data/Initials)
	- Provide current certificate(s) of compliance for CARB's In-Use Off-Road Diesel-Fueled Fleets Regulation [California Code of Regulations, Title 13, sections 2449 and 2449.1]. - Maintain all construction equipment in proper working condition according to manufacturer's specifications. The equipment must be checked by a certified mechanic and determined to be running in proper condition before it is operated.				
Biological Resources					
BIO-1	Conduct Preconstruction Nesting Bird Surveys and Implement Appropriate Avoidance Buffers, as Needed. If construction will occur during the bird nesting season (typically February 1 to August 31) a qualified biologist will conduct a preconstruction survey for nesting birds no more than 2 weeks prior to the start of ground-disturbing construction activities. The survey shall include all suitable nesting habitat within the project site and a 100-foot buffer of the project site. If nesting birds are located during the preconstruction nesting bird survey, an appropriate "non-disturbance" buffer will be determined established by a qualified biologist to protect the nest from project-related disturbances until the nest has fledged or is no longer active. An appropriate non-disturbance buffer will be determined based on the species, site conditions (e.g., existing level of disturbance), biologist observations, and professional judgement. Typical "non-disturbance" buffers are 50 feet for passerines and 250-feet for non-special status raptors. Smaller buffers may be implemented if nest monitoring by a qualified biologist confirms project activities are not adversely affecting the	Project Applicant, Construction Contractor, Qualified Biologist	February. 1 through August 31	City of Rancho Cordova Planning Division	

Mitigation Measure	Requirements of Measure	Responsible for Implementation	Timing	Responsible for Monitoring	Review and Approval (Data/Initials)
	nest; this typically requires a period of nest monitoring prior to initiation of project activities to establish baseline nest activity.				
Cultural Resources					
CUL-1	Accidental Damage and Discovery Protocols The project applicant or its contractor shall retain a qualified archaeologist to undertake the tasks specified within this mitigation measure. In the event that suspected precontact or historic-period archaeological resources are encountered during debris removal, demolition, excavation, and/or grading of the site, all activity within a 50-foot radius of the find shall be stopped, the project applicant or designee shall be notified, and the qualified archaeologist shall examine the find. Project personnel shall not collect or move any cultural material. The archaeologist shall evaluate the find(s) to determine if it meets the definition of a historical, unique archaeological, and/or tribal cultural resource and follow the further procedures outlined below: • If the finds do not meet the definition of a historical resource or unique archaeological resource, no further study or protection is necessary prior to resuming project implementation. • If the find(s) does meet the definition of a historical resource or unique archaeological resource, then it should be avoided by project activities. If avoidance is not feasible, as determined by the City of Rancho Cordova, the qualified archaeologist in consultation with the City, shall make appropriate recommendations regarding the treatment and disposition of such finds, and significant impacts to such resources shall be mitigated in accordance with the recommendations of the archaeologist prior to resuming construction activities within a 50-foot radius.	Project Applicant, Construction Contractor, Archeologist	If subsurface deposits believed to be of cultural origin are discovered during construction	City of Rancho Cordova Planning Division	

Mitigation Measure	Requirements of Measure	Responsible for Implementation	Timing	Responsible for Monitoring	Review and Approval (Data/Initials)
	- If human remains are encountered, project work shall stop in the vicinity of the remains and, as required by law, the Sacramento County Coroner would be notified immediately. An archaeologist also would be contacted to evaluate the find. If the human remains were determined of Native American origin, the coroner would need to notify the Native American Heritage Commission (NAHC) within 24 hours of that determination. Pursuant to Public Resources Code Section 5097.98, the NAHC, in turn, would immediately contact a Most Likely Descendent (MLD). The MLD would have 48 hours to inspect the site and recommend treatment of the remains. The project applicant and City shall coordinate with the MLD in good faith to find a respectful resolution to the situation and entertain all reasonable options regarding the descendants' preferences for treatment. - Recommendations for treatment and disposition of finds could include, but are not limited to, the collection, recordation, and analysis of any significant cultural materials, or the turning over of tribal cultural resources to tribal representatives for appropriate treatment. A report of findings documenting any data recovery shall be submitted to the Northwest Information Center (NWIC).				
Geology and Soils					
GEO-1	Avoid Impacts to Unique Paleontological Resources. To minimize the potential for destruction of or damage to previously unknown unique, scientifically important paleontological resources during earthmoving activities at the project site, the project applicant shall do the following:	Project applicant, Construction Contractor, Qualified	Prior to and During construction	City of Rancho Cordova Planning Division	

Mitigation Measure	Requirements of Measure	Responsible for Implementation	Timing	Responsible for Monitoring	Review and Approval (Data/Initials)
	- Prior to the start of earthmoving activities, retain either a qualified archaeologist or paleontologist to inform all construction personnel involved with earthmoving activities regarding the possibility of encountering fossils, the appearance and types of fossils likely to be seen during construction, and proper notification procedures should fossils be encountered. - If paleontological resources are discovered during earthmoving activities, the construction crew shall immediately cease work in the vicinity of the find and notify the project applicant and the City. The project applicant shall retain a qualified paleontologist to evaluate the resource and prepare a recovery plan. The recovery plan may include, but is not limited to, a field survey, construction monitoring, sampling and data recovery procedures, museum curation for any specimen recovered, and a report of findings. Recommendations in the recovery plan that are determined by the project applicant and the City to be necessary and feasible shall be implemented before construction activities can resume at the site where the paleontological resource or resources were discovered.	Archeologist or Paleontologist			
Tribal Cultural Resources					
TCR-1	Unanticipated Discoveries of Tribal Cultural Resources. If any suspected TCRs or resources of cultural significance to the United Auburn Indian Community of the Auburn Rancheria (UAIC), including but not limited to features, anthropogenic/cultural soils, cultural belongings or objects (artifacts), shell, bone, shaped stones or bone, or ash/charcoal	Project Applicant, Construction Contractor, archeologist, Tribal Monitor	If any suspected TCRs or resources of cultural significance	City of Rancho Cordova Planning Division	

Mitigation Measure	Requirements of Measure	Responsible for Implementation	Timing	Responsible for Monitoring	Review and Approval (Data/Initials)
	deposits are discovered by any person during construction activities including ground disturbing activities, all work shall pause immediately within 100 feet of the find, or an agreed upon distance based on the project area and nature of the find. Work shall cease in and within the immediate vicinity of the find regardless of whether the construction is being actively monitored by a Tribal Monitor, cultural resources specialist, or professional archaeologist. A Tribal Representative and the City of Rancho Cordova shall be immediately notified, and the Tribal Representative in coordination with the City of Rancho Cordova shall determine if the find is a TCR (PRC §21074) and the Tribal Representative shall make recommendations for further evaluation and treatment as necessary. Treatment and Documentation: The culturally affiliated Tribe shall consult with the City of Rancho Cordova to (1) identify the boundaries of the new TCR and (2) if feasible, identify appropriate preservation in place and avoidance measures, including redesign or adjustments to the existing construction process, and long-term management, or 3) if avoidance is infeasible, a reburial location in proximity of the find where no future disturbance is anticipated. Permanent curation of TCRs will not take place unless approved in writing by the culturally affiliated Tribe. The construction contractor(s) shall provide secure, on-site storage for culturally sensitive soils or objects that are components of TCRs that are found or recovered during construction. Only Tribal Representatives shall have access to the storage. Storage size shall be determined by the nature of the TCR and can range from a small lock box to a conex box (shipping	or Representative	to UAIC are discovered during construction		

ITEM 15.1.

**ATTACHMENT 8
Exhibit C to the Resolution**

Mitigation Measure	Requirements of Measure	Responsible for Implementation	Timing	Responsible for Monitoring	Review and Approval (Data/Initials)
	container). A secure (locked), fenced area can also provide adequate on-site storage if larger amounts of material must be stored. The construction contractor(s) and the City of Rancho Cordova shall facilitate the respectful reburial of the culturally sensitive soils or objects. This includes providing a reburial location that is consistent with the Tribe's preferences, excavation of the reburial location, and assisting with the reburial, upon request. Any discoveries shall be documented on a Department of Parks and Recreation (DPR) 523 form within 2 weeks of the discovery and submitted to the appropriate CHRIS center in a timely manner. Work at the TCR discovery location shall not resume until authorization is granted by the City of Rancho Cordova in coordination with the culturally affiliated Tribe. If articulated or disarticulated human remains, or human remains in any state of decomposition or skeletal completeness are discovered during construction activities, the County Coroner and the culturally affiliated Tribe shall be contacted immediately. Upon determination by the County Coroner that the find is Native American in origin, the Native American Heritage Commission will assign the Most Likely Descendent who will work with the project proponent to define appropriate treatment and disposition of the burials.				

**DIGITAL FREEWAY SIGN OPERATING AGREEMENT BY AND BETWEEN
CITY OF RANCHO CORDOVA AND CORDOVA COMMUNITY COUNCIL FOUNDATION**

PARTIES

This Operating Agreement for Digital Freeway Signs (hereinafter “Agreement”), dated _____, 2025 by and between the **City of Rancho Cordova**, a California Municipal Corporation (the “City”), and **the Cordova Community Council Foundation**, a California 501(c)(3) Non-Profit Corporation. Hereinafter the City and Cordova Community Council Foundation may be referred to as “Party” or both as “Parties”.

RECITALS

1. **Background.** Rancho Cordova Municipal Code Section 23.743.150 , after all required notices and public hearing, allows for the City to enter into an Operating Agreement to allow for the operation of a Digital Freeway Sign under certain circumstances; including the permanent removal of pre-existing billboards from within the City. **Cordova Community Council Foundation** has applied for approval to install one (1) Digital Freeway Signs on the real property owned by 3217 Fite, LLC and located at 3127 Fite Circle in the City of Rancho Cordova, State of California (the “Property”).

2. **Applicant.** The Cordova Community Council Foundation, founded in 1959 as an organization of organizations and a forum for citizens to meet, dream about the future and plan community celebrations. The legacy of mutual support and collaboration nurtured by Cordova Community Council Foundation has become a hallmark of Rancho Cordova community life for more than six decades and has earned our reputation as a place of collaboration and innovation. The collaboration between the Cordova Community Council and 3127 Fite, LLC will give the Cordova Community Council Foundation long term financial strength to continue to provide quality programs and community engagement opportunities. The Cordova Community Council Foundation has experience managing large complex events, public grants, personnel, and real property.

3. **Legal Framework.** For the reasons recited herein, the City has determined that the construction and operation of the Cordova Community Council Foundation’s proposed outdoor advertising display on the Property is a development for which this Agreement is appropriate and is specifically permitted and encouraged by §§ 5412 and 5443.5 of the California Outdoor Advertising Act (Bus. and Prof. Code § 5200 et seq.) and Rancho Cordova Municipal Code section 23.743.150.

4. **Public Benefit.** City finds that a substantial public benefit will accrue to City by reason of the Cordova Community Council Foundation’s advertising display, which adds value to the community by enabling City to market projects, programs and other activities for the benefit of City and its businesses and residents. In addition, the City finds that an additional substantial

public benefit will accrue to the City by reason of the Cordova Community Council Foundation removing, or having caused the removal of, the previously approved, westerly digital sign located on the Mineshaft Property as a material condition of this Agreement for Digital Freeway Signs. In exchange for providing these public benefits, the Cordova Community Council Foundation, receives assurance that it may proceed with the construction and operation of outdoor advertising display and the project in accordance with ordinances, resolutions and regulations existing as of the date of this Agreement, subject only to the terms and conditions contained herein and contained in any permits issued pursuant to this project.

Together with the City of Rancho Cordova and many community partners, the Cordova Community Council Foundation has contributed to the City of Rancho by providing stability for safe and high-quality signature community events, and convening significant community affinity organizations, including the Rancho Cordova Athletic Association, the Rancho Cordova Arts Council and Rancho Cordova Interfaith Council. Together with the vibrant schedule of dozens of community events, these organizations provide pathways for residents to engage with and enjoy the community in which they live, boosting community satisfaction and connections which strengthen the City. The Cordova Community Council Foundation is a 501(c)(3) public benefit non-profit organization headquartered in Rancho Cordova.

The development and long-term lease of a digital freeway sign is a critical component of Cordova Community Council Foundation's strategy which would provide the Cordova Community Council with long term financial stability to carry out this vital community mission. Cordova Community Council understands that the marketplace for one or more digital freeway signs along the Highway 50 corridor is limited.

NOW, THEREFORE, in consideration of mutual promises, conditions, and covenants hereinafter set forth, the Parties agree as follows:

AGREEMENT

- 1. Incorporation of Recitals.** The Preamble, the Recitals, and all defined terms set forth in both, are hereby incorporated into this Agreement as if set forth herein in full.
- 2. Definitions.** This section defines the terms: "Agreement Year," "Business Day," "Caltrans," "Caltrans Permits," "City Permits," "Commencement Date," "Digital Freeway Sign," "Digital Display Area," "Effective Date," "Include," "Operational," "Obstruction," "Site," "Sign Structure," and "Term." Other terms are defined elsewhere in this Agreement.
 - (a) "Agreement Year" means one of the consecutive 12-month periods during the Term. The first Agreement Year begins on the Effective Date.
 - (b) "Business Day" means any day the City's main offices located at 2729 Prospect Park Drive, Rancho Cordova, California, are open to the public.

ITEM 15.1.

Exhibit D to the Resolution

- (c) “Caltrans” means the California Department of Transportation.
- (d) “Caltrans Permits” means all permits and approvals that Cordova Community Council Foundation must obtain from Caltrans to install, operate, and maintain the Digital Freeway Sign in accordance with this Agreement.
- (e) “City Permits” means all building permits, conditional use permits, zoning amendments, operating agreements, and other permits, entitlements, and agreements that the City, acting in its governmental capacity, must issue or approve for The Cordova Community Council Foundation, to install, operate, and maintain the Digital Freeway Sign in accordance with this Agreement.
- (f) “Commencement Date” means the date as of which both of the following have occurred: (1) the City has finally approved the Plans (defined in Section 6(a)); and (2) The Cordova Community Council Foundation has received all necessary governmental permits and approvals for the Digital Freeway Sign, including the Caltrans Permits and the City Permits.
- (g) “Digital Freeway Sign” means an off-site outdoor advertising sign, including all above-ground supporting structures, with one or more digital display areas. A Digital Freeway Sign may be internally or externally illuminated. Digital Freeway Signs are always considered off-site signs and are regulated as such. The Cordova Community Council Foundation will install and operate the Digital Freeway Signs on the Site in accordance with the criteria set forth in Exhibit A to this Agreement.
- (h) “Digital Display Area” means the portion of the Digital Freeway Sign that consists of the digital display areas used for general commercial advertising. The Digital Display Area is more particularly described in Exhibit B.
- (i) “Effective Date” means the date as of which both the City and the Cordova Community Council Foundation have signed this Agreement, as indicated by the dates in the signature blocks below.
- (j) “Include” and its variants are not restrictive. For example, “includes” means “includes but not limited to,” and “including” means “including but not limited to.”
- (k) “Operational” means the Digital Freeway Signs are capable, legally and functionally, of displaying digital advertising on the Digital Display Area.
- (l) “Obstruction” means any structure, sound wall, communications antennae, tree, or vegetation on City owned or controlled property within 1,000 feet of the Digital Freeway Sign and obstructs the view of the Digital Display Areas from the viewing public on Highway 50.

ITEM 15.1.

Exhibit D to the Resolution

- (m) “Site” means the portion of the Property located in the City that may be suitable for installation of Digital Freeway Signs. The Site is more particularly described in Exhibit B.
- (n) “Sign Structure” means the portion of the Digital Freeway Sign other than the Digital Display Area, including but not limited to supporting pole(s), display frame and all ancillary equipment and utilities installed on the sign Site. The Sign Structure as improved with Digital Display Area is more particularly described in Exhibit B. If the site currently does not have a Sign Structure, the term “Sign Structure” shall mean all supporting pole(s), display frame and ancillary equipment and above-ground utilities installed on the Site.
- (o) “Term” means the entire time this Agreement is in effect, as specified in Section 3.

3. Term of Agreement.

- (a) *Term.* The “Term” of this Agreement consists of two phases:
 - (1) The “Development Phase,” which begins on the Effective Date and ends when the Digital Freeway Signs becomes Operational.
 - (2) The “Operations Phase,” with regard to the Digital Freeway Sign begins at the end of the Development Phase and ends when such Digital Freeway Sign is removed or after a twenty-five (25) year period following the conclusion of the Development Phase, whichever occurs first. The Agreement is automatically renewed for an additional 25-year Term unless written notice is given by either Party to the other Party 60 days prior to expiration of the initial Term expressing the Party’s intent to terminate this Agreement.

4. Consideration.

As consideration for the rights and benefits it enjoys under this Agreement, including the contemplated use during the Term, the Cordova Community Council Foundation shall do all of the following:

- (a) *Dedicated “Click”.* During the Term of this Agreement, to the extent permissible under applicable laws, rules and regulations, the Cordova Community Council Foundation shall display advertisements promoting the City and local community events sponsored by and/or partnered with the City (the “City Copy”) on one digital display spot on the Digital Freeway Sign after each 8-spot digital loop (the “Display Time”) provided that: (i) all proposed City Copy is submitted to the Cordova Community Council Foundation not less than five (5) business days prior to the date on which the City Copy is proposed to be displayed on the Digital Freeway Sign (the “Copy Submission Deadline”); (ii) all digital artwork is consistent with the quality of material to be posted on the Digital Freeway Sign; and (iii) City pays for all digital production costs associated with the City Copy. In no event shall the City be permitted to give, sell, trade, barter or exchange the Display Time to any third party. Such act shall be deemed a material breach of this Agreement and City

shall automatically forfeit its right to any further Display Time on the Digital Freeway Sign. City represents and warrants that all copy, content and materials supplied by City to the Cordova Community Council Foundation for display under this Agreement: (i) are owned or duly licensed by City and do not infringe or misappropriate the rights of any other person or entity; (ii) comply with all applicable federal, state, and local laws, rules and regulations and any industry codes or rules by which City and/or the Cordova Community Council Foundation may be bound and do not contain any obscene, libelous, slanderous or otherwise defamatory materials or refer in an offensive manner to the gender, race or ethnicity of any individual or group; (iii) are accurate and that all claims contained therein have been substantiated; and (iv) do not infringe upon any copyright, trademark or other intellectual property or privacy right of any third party. The advertisement to be shown during this “click” is separate from the amber alert and emergency public service notifications required by 6(i) of this agreement.

5. Use of Site.

(a) *Exclusive Uses.* Except as otherwise provided in Section 6(i), the Cordova Community Council Foundation has the exclusive right to display outdoor advertising on the Site, in digital formats. The Cordova Community Council Foundation’s exclusive right to conduct outdoor advertising on the Site includes the following:

- (1) Installing, erecting, maintaining, operating, improving, supplementing, posting, painting, illuminating, repairing, repositioning, adding, changing, and maintaining equipment required to maintain communications with the Digital Freeway Sign repositioning (with the City’s consent) during the term of this Agreement.
- (2) Removing the Digital Display Area and all associated equipment on or from the site when this Agreement terminates, as provided in Section 6(l).
- (3) Licensing the use of the Digital Freeway Sign, or any portion of it, for any lawful purpose related to outdoor advertising.
- (4) All rights to operate the sign faces as Digital Display Areas.

(b) *Unobstructed Use.*

- (1) The City shall not allow the following (an “Obstruction”):
 - (A) On any City-owned or City-controlled real property within 1,000 feet of the Digital Freeway Sign any structure, sound wall, communications antennae, tree, or vegetation that obstructs the view of the Digital Display Areas from the viewing public on Highway 50.

- (2) If The Cordova Community Council Foundation notifies the City in writing that an Obstruction exists, and if the City authorized or actively caused the Obstruction, then the City shall remove or remedy the Obstruction at its own cost within 30 days after receiving the notice. If the City fails to remove the Obstruction within 30 days after receiving the notice, then The Cordova Community Council Foundation may remove the Obstruction at the City's expense after coordinating with the City's Public Works Department, which coordination shall include, at a minimum, review with The Cordova Community Council Foundation before commencing work.
- (3) If The Cordova Community Council Foundation notifies the City in writing that an Obstruction exists, and if the City did not authorize or actively cause the Obstruction, then the City may remove or remedy the Obstruction at its own cost within 30 days after receiving the notice. If the City does not remove or remedy the Obstruction within the 30 days, then, at no cost to the City, and after coordinating with the City's Public Works Department, which coordination shall include, at a minimum, review and approval of The Cordova Community Council Foundation's plans to remove the Obstruction prior to The Cordova Community Council Foundation commencing work.
- (4) The City is not obligated to remove or seek removal of visual obstructions on private property. Furthermore, this Agreement does not, and cannot authorize the Cordova Community Council Foundation to remove visual obstructions from private property.
- (5) The Cordova Community Council Foundation exercise of its rights under this Section 5(b) are in addition to any other remedies it may have under this Agreement.

6. Installation and Operation of a Digital Freeway Sign.

The Cordova Community Council Foundation shall install and operate the Digital Display Area on the Sign Structure in accordance with this Section 6 and consistent with Section 5, all at no cost to the City.

- (a) *Plans and Specifications.* At no cost to the City, the Cordova Community Council Foundation shall prepare complete plans and specifications for the Digital Freeway Sign, working closely with the City to develop plans and specifications that are mutually acceptable (the "Plans"). The Cordova Community Council Foundation shall submit the Plans to the City for final approval, which the City shall not unreasonably withhold.
- (b) *Caltrans Permits.* As soon as practicable after the Effective Date, the Cordova Community Council Foundation shall apply to Caltrans for all Caltrans Permits, and the City shall

cooperate with The Cordova Community Council Foundation in that effort, including the completion of any Caltrans forms. All Caltrans Permits are to be obtained and secured for The Cordova Community Council Foundation's sole benefit and are to be issued in The Cordova Community Council Foundation's name. The Cordova Community Council Foundation shall perform all obligations under the Caltrans Permits at no cost to the City.

- (c) *City Permits.* The City shall diligently process the Cordova Community Council Foundation's applications for all City Permits. This Agreement does not commit the City in advance to approve the City Permits; and this Agreement does not constrain the City's discretion, acting as a government, with respect to the City Permits generally or to the Digital Freeway Sign specifically.
- (d) *Installation.* The Cordova Community Council Foundation shall begin installing the Digital Display Area as soon as practicable after the Commencement Date and shall diligently pursue installation to completion without unnecessary interruption. The Cordova Community Council Foundation will be excused, however, for any delays in beginning or completing installation that are caused by a Force Majeure Event, as defined in Section 9(d)(1). The Cordova Community Council Foundation shall use reasonable diligence to avoid such delays and to resume work as promptly as possible after such a delay.
- (e) *Ownership.* The Cordova Community Council Foundation or its designee will be the owner of the Digital Freeway Sign and all permits and authorizations that relate to it, including the City Permits and the Caltrans Permits.
- (f) *Maintenance.* At no cost to the City, the Cordova Community Council Foundation shall maintain the Sign Structure and shall maintain and repair the Digital Freeway Sign in accordance with the standards of the outdoor-advertising industry. The Cordova Community Council Foundation's maintenance obligation under this Section 6(f) includes the obligation to remove any graffiti from the Sign Structure and the Digital Freeway Sign within three (3) business days of being notified of the graffiti by the City. The City is not obligated to maintain the Sign Structure or to maintain or repair the Digital Freeway Sign.
- (g) *Damage or Destruction.* This Agreement will continue in full effect if any of the Digital Freeway Sign is damaged and such damage amounts to less than material damage, as defined in Section 7(b)(6) below. The Cordova Community Council Foundation shall promptly repair the Digital Freeway Sign, and The Cordova Community Council shall promptly apply for, and diligently pursue the issuance of, any permits or approvals it needs to repair or replace the Digital Freeway Sign. Within 30 days after obtaining the City Permits, all other necessary permits and approvals, and all parts and components, The Cordova Community Council Foundation shall begin work to repair or replace the Digital Freeway Sign. The Cordova Community Council Foundation shall complete the work within 180 days after the work begins. If the Cordova Community Council Foundation elects, under this Section 6(g), not to repair or replace the Digital Freeway Sign then the Cordova Community Council shall notify the City in writing of its election

and shall remove the Digital Freeway Sign and restore the Site in accordance with Section 6(l).

- (h) *Utilities.* At no cost to the City, the Cordova Community Council Foundation shall provide and pay for all utility connections, utility equipment, and utility service required to install, operate, maintain, repair, improve, or reposition the Digital Freeway Sign. The Cordova Community Council Foundation shall participate in the Sacramento Municipal Utility District's Greenergy Program for electricity service to the Digital Freeway Sign. In the event electrical power becomes unavailable, for whatever reason, the Cordova Community Council Foundation may remove the Digital Display Area and operate its Sign Structure with traditional faces.
- (i) *Amber Alerts and Public-Service Messages.* During all periods when Digital Display Areas are Operational on the Digital Freeway Sign, The Cordova Community Council Foundation shall make the Digital Display Area available to the appropriate governmental agencies for the purpose of displaying "Amber Alert" messages in accordance with the Amber Alert Guidelines set forth in Exhibit C to this Agreement. In addition, the Cordova Community Council Foundation shall allow the Digital Display Area to be available to the City, and to other government agencies without cost, on a space-available basis determined by The Cordova Community Council Foundation for the purpose of displaying public-service messages (e.g., evacuation routes, drunk-driving-awareness messages, emergency-disaster communications). The City's messages must meet the Cordova Community Council Foundation's graphics-arts standards so that the messages are "camera ready," at no cost to the Cordova Community Council Foundation. All copy will be subject to The Cordova Community Council Foundation's standard advertising copy rejection and removal policies which allow The Cordova Community Council Foundation has sole discretion to approve or disapprove a copy and remove a copy once posted or displayed.
- (j) *Future technologies.* The technology currently being deployed for the Digital Freeway Sign is LED (light emitting diode), but there may be alternate, preferred or superior technology available in the future. The Cordova Community Council Foundation is authorized to change the Digital Freeway Sign to any other technology that operates under the maximum brightness standards set forth in Section 6(k) of this Agreement. City required approvals for more energy efficient technology shall not be unreasonably withheld.
- (k) *Illumination Standards.* Digital Freeway Sign illumination is expressly permitted when in compliance with all applicable rules and regulations (see Section 6(m) below) and when operated within these standards for Digital Freeway Signs:
 - (1) Shall not operate at brightness levels of more than 0.3 foot candles above ambient light, as measured using a foot candle meter at a pre-set distance.
 - (2) Distance to measure the foot candles impact shall be measured from a distance of 250 ft. for a sign with a nominal face size no more than 17' x 59'.

- (3) Each Digital Display Area must have a light sensing device that will adjust the brightness as ambient light conditions change.
- (l) *Removal of Digital Freeway Sign.* When the Term ends, whether it expires as scheduled or is terminated early, the Cordova Community Council Foundation shall promptly apply for, and diligently pursue the issuance of, at no cost to the City, any permits or approvals it needs to remove the Digital Freeway Sign, including the Digital Display Area and all above-ground sign structures and supports. Within 120 days after obtaining the necessary permits and approvals, the Cordova Community Council shall remove the Digital Freeway Sign and all above-ground sign structures and supports and restore the site to the pre-Agreement condition, all at no cost to the City. The Cordova Community Council Foundation shall not be required to remove the below-grade portions of the Sign Structure. Following termination of this Agreement but prior to removal of the Digital Freeway Sign, the Cordova Community Council Foundation shall not display digital advertising on the Digital Display Area.
- (m) *Compliance with Laws; Waiver of Compensation.* During the Term and while removing the Digital Freeway Sign after the Term in accordance with Section 6(k), Cordova Community Council Foundation shall do the following at no cost to the City: comply with all valid and applicable statutes, ordinances, regulations, rules, and orders that concern the Digital Freeway Sign and are enacted or issued by any federal, state, or local governmental entity with jurisdiction over the Digital Freeway Sign (including the City) whether enacted or issued before, on, or after the Effective Date including but not limited to sections 5403, 5402, 5405, 5408 and 5408.1 of the California Outdoor Advertising Act. Notwithstanding the foregoing, nothing herein shall be deemed to negate, void, or diminish (i) any claim Cordova Community Council Foundation may have for just compensation as a result of any governmental action that results in the taking of its property or (ii) the right of the Cordova Community Council Foundation to avail itself of all available remedies under state or federal law to maintain its Digital Freeway Sign.
- (n) Justification for and face size. The Cordova Community Council Foundation is requesting an increase in sign area allowance from 672 SF to a total of 1,003 SF as part of this agreement. Justification for this request are as follows:
- The sign has no value to either the City of Rancho Cordova or the Cordova Community Council Foundation if it is not economically viable.
 - If the signs cannot be easily seen by freeway traffic the sign will not be economically viable.
 - Every other digital sign in the Rancho Cordova is within 5 feet of Caltrans ROW with fully clear view corridors.
 - The fite Circle sign is approximately 95 feet from edge of Caltrans ROW (Caltrans fence). The larger display size of 1,200 SF was needed for the setback and scale of the Mine Shaft location. This location is a 95 feet from the highway right of way which is also a

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significant distance however less than the 150' Mineshaft distance and therefore only 1,003 SF would be needed for the setback and scale of the Fite Circle location.

- The Larger Display area is required to equalize the difference between a display that is 240 feet (2/3rds of football field) from an average viewer (centerline of highway 50) versus one that is approximately 190 feet from an average viewer.
- Even though the display is smaller it will appear the same size for the average viewer.
-
- In an effort to minimize impact to the homes south of Highway 50 the following efforts will be implemented:
 - The board will be built at the minimum viewable height.
 - Vertical louvers will be utilized which will reduce the angle the display can be seen from the sides of the display. It is similar to a computer display that cannot be seen unless it is viewed directly from the front.

- (p) The Cordova Community Council Foundation is also requesting as part of this agreement to be exempt from RCMC Section 23.743.150(C)(2) Billboard Removal as part of this Operating Agreement. The Cordova Community Council Foundation has removed a static sign from their Mineshaft location and no longer has any additional static signs under their control that are able to be removed. Therefore, the request to be exempt from this requirement is included as part of this Operating Agreement.

7. Early Termination.

- (a) *City's Termination Rights.* Without prejudice to its other remedies at law or in equity, the City may terminate this Agreement, at any time and in its sole discretion, effective 30 days after the City gives Cordova Community Council Foundation written notice of termination, if any of the following circumstances occurs:

- (1) Cordova Community Council Foundation breaches its obligation to perform in accordance with any material provision of this Agreement and: (A) does not cure the breach within 30 days after the City serves it with a written notice of breach or, if the breach cannot reasonably be cured within 30 days; (B), does not begin work on a cure within 30 days after the City serves it with a written notice of breach and diligently pursue the cure to completion within ninety (90) days after work begins. The parties can agree to extend the time period to cure the breach by mutual written agreement. The express designation in this Agreement of a provision as "material" does not imply that other provisions are not material.
- (2) The Cordova Community Council Foundation initiates legal challenge to the validity of this Agreement or its authorizing ordinance.

- (b) The Cordova Community Council Foundation's *Termination Rights.* Without prejudice to its other remedies at law or in equity, including the right to seek just compensation under the laws of eminent domain as described in Section 9, the Cordova Community Council

Foundation may terminate this Agreement, at any time and in its sole discretion, effective 30 days after Cordova Community Council Foundation the City written notice of termination, if any of the following circumstances occurs:

- (1) The view of the Digital Display Area from the adjacent portion of Highway 50 is obstructed by an Obstruction on City-owned or City-controlled real property, and Cordova Community Council Foundation did not cause the Obstruction and the City has failed to adhere to its obligations under Section 5(b) following proper notice and: (A) does not cure the breach within 30 days after the City serves it with a written notice of breach or, if the breach cannot reasonably be cured within 30 days; (B), does not begin work on a cure within 30 days after the City serves it with a written notice of breach and diligently pursue the cure to completion within ninety (90) days after work begins. The parties can agree to extend the time period to cure the breach by mutual written agreement. The express designation in this Agreement of a provision as “material” does not imply that other provisions are not material. Materially obstructed shall mean at least one-half of the displayed area is obstructed.
- (2) The Cordova Community Council Foundation cannot safely use the Site to install, operate, maintain, repair, or improve the Digital Freeway Sign because of a non-remediable or costly condition, and Cordova Community Council Foundation did not cause the condition.
- (3) There is a material diversion of traffic from, or a material reduction or change in the directional flow of traffic on, the portion of Highway 50 adjacent to the Site, and the diversion or disruption continues uninterrupted for at least 30 consecutive days.
- (4) The Cordova Community Council Foundation cannot obtain or maintain any governmental permits, licenses or approvals required to install, operate, maintain, repair, or improve the Digital Freeway Signs, including but not limited to the Caltrans Permits and the City Permits.
- (5) Use of the Digital Freeway Signs for its intended purpose is prevented or limited by law, or Cordova Community Council Foundation is required by any court or other governmental entity, for reasons other than eminent domain, to remove the Digital Freeway Sign from the Site.
- (6) The Digital Freeway Signs are materially damaged or destroyed and Cordova Community Council Foundation elects not to repair or replace the Digital Display Area. Materially damaged or destroyed shall mean at least one-half of the Digital Display Area is damaged or destroyed such that at least one-half of it is fully inoperable.

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Exhibit D to the Resolution

- (c) *City and the Cordova Community Council Foundation's Additional Termination Rights.* Without prejudice to their other remedies at law or in equity, either party may terminate this Agreement if the other party:
- (1) Has an order for relief entered with respect to it, commences a voluntary case, or has an involuntary case filed against it under any applicable bankruptcy, insolvency, or other similar law then in effect, and the order or case is not stayed, withdrawn, or settled within 60 days after it is entered, commenced, or filed (11 U.S.C. § 365(e)(2)(A), as amended, or any successor statute); or
 - (2) Files for reorganization, becomes insolvent, or has a receiver or other officer with similar powers appointed for its affairs in any court with jurisdiction, whether or not with its consent (unless dismissed, bonded, or discharged within 60 days after appointment).

8. Indemnification.

- (a) *Definitions.* The following definitions apply to this Section 8:
- (1) "Person" is to be interpreted broadly. It includes not just third persons but also the Cordova Community Council Foundation and its directors, officers, employees, contractors, and agents; and the City and the City's elected officials, officers, employees, contractors, and agents.
 - (2) "Liabilities" means all liabilities, claims, demands, damages, and costs (including reasonable attorneys' fees and litigation costs through final resolution on appeal) that arise directly or indirectly from The Cordova Community Council Foundation's possession or use of the Site.
 - (3) "Occurrence" means: (A) the death of, or injury to, any Person; and (B) damage to, or destruction of, any real property, personal property.
- (b) *General Indemnity.* The Cordova Community Council Foundation shall indemnify, defend (with attorneys reasonably acceptable to the City), protect, and hold the City harmless from and against all Liabilities that arise directly or indirectly from The Cordova Community Council Foundation's possession or use of the Site. The Cordova Community Council Foundation is obligated under this Section 8(b) even if the City or the City's elected officials, officers, employees, contractors, or agents reviewed, accepted, or approved the work, materials, or activities from which the Liabilities arise. The Cordova Community Council Foundation is not obligated under this Section 8(b) to the extent the Liabilities are caused by the active negligence or willful misconduct of the City or the City's elected officials, officers, employees, contractors, or agents. The Cordova Community Council Foundation's obligation under this Section 8 (b) includes Liabilities arising from any of the following:

- (1) Any Occurrence on the Site, caused by The Cordova Community Council Foundation's acts or omissions.
 - (2) Any Occurrence that is in any way connected with any of the Cordova Community Council Foundation's personal property on the Site.
 - (3) Any Occurrence caused or allegedly caused by (A) any condition of the Site created by The Cordova Community Council Foundation or by any Person on the Site with The Cordova Community Council Foundation's permission; or (B) some act or omission on the Site by The Cordova Community Council Foundation or by any Person on the Site with Cordova Community Council Foundation's permission.
 - (4) Any Occurrence caused by, or related in any way to, work or activities performed on the Site or materials furnished to the Site at the request of the Cordova Community Council Foundation or any Person or entity acting for the Cordova Community Council Foundation or its permission.
 - (5) Any Occurrence that is caused by, or related in any way to, a verbal or non-verbal display on the Digital Display Area.
 - (6) The Cordova Community Council Foundation's failure to perform any provision of this Agreement, to comply with any requirement of law applicable to the Cordova Community Council Foundation, or to fulfill any requirement imposed by any governmental entity (including the City when acting as a government) on Cordova Community Council Foundation's or use of the Site.
- (c) *Legal Challenges.* Cordova Community Council Foundation shall indemnify, defend with attorneys selected by the City, protect, and hold harmless the City and the City's elected officials, officers, and employees ("Agents") in any litigation to attack, set aside, void or annul an approval by the City or its Agents concerning the Digital Freeway Sign (collectively, a "Claim") including litigation based on the California Environmental Quality Act) brought to challenge the validity of this Agreement, the validity of the City Permits or the Caltrans Permits, or the validity of the City ordinances that authorize the installation and Operation of the Digital Freeway Sign on the site. The Cordova Community Council Foundation's obligation to indemnify under this Section 8(c) includes liability for attorneys' fees awarded to a party who successfully challenges the validity of this Agreement, the City Permits, or the Caltrans Permits, or any authorizing ordinance. If such a Claim is brought, the Party that first receives notice or becomes aware of the Claim shall promptly notify the other Party of such Claim and each Party shall cooperate with the efforts of the other Party to defend such Claim. The City will not voluntarily assist the opposing party in any such Claim unless required by law. Nothing in this paragraph shall obligate the City to defend any Claim and the City shall not be required to pay or perform

any settlement arising from any such Claim unless the settlement is approved in writing by the City.

- (d) *Survival.* Cordova Community Council Foundation's obligations under this Section 8 will survive this Agreement.

9. Miscellaneous.

- (a) *Assignments and SubAgreements.* A party may not assign or otherwise transfer this Agreement or any interest in it, and this Agreement is not assignable by operation of law, without the other Party's prior written consent, which the other party shall not withhold, delay, or condition unreasonably. This Agreement remains in effect, and an assignment or transfer of this Agreement does not occur, for purposes of this Section 9(a), if The Cordova Community Council Foundation merges with another Rancho Cordova Community Benefit nonprofit entity. An assignment or transfer made contrary to this Section 9(a) is void.
- (b) *Successors and Assigns.* This Agreement binds and inures to the benefit of the successors and permitted assigns of the parties. This Section 9(b) does not constitute the City's consent to any assignment of this Agreement or any interest in the Agreement.
- (c) *Notices.* Any notice or other communication under this Agreement must be in writing and will be considered properly given and effective only when mailed or delivered in the manner provided by this Section 9(c) to the persons identified below. A mailed notice or other communication will be effective or will be considered to have been given on the third day after it is deposited in the United States Mail (certified mail and return receipt requested), addressed as set forth below, with postage prepaid. A notice or other communication sent in any other manner will be effective or will be considered properly given when actually delivered. A Party may change its address for these purposes by giving written notice of the change to the other Party in the manner provided in this Section 9(c).

If to the City:

City of Rancho Cordova
Planning Department
2729 Prospect Park Drive
Rancho Cordova, California 95670
Attention:
Elizabeth Sparkman, Community
Development Director

If to:

*The Cordova Community Council
Foundation*

The Cordova Community Council
Foundation
2729 Prospect Park Drive, Suite 117
Rancho Cordova, CA 95670
Attention, Executive Director
Shelly Blanchard

With a copy to:

- (d) *Force Majeure.*
- (1) “Force Majeure Event” means a cause of delay that is not the fault of the Party who is required to perform under this Agreement and is beyond that Party’s reasonable control, including the elements (such as floods, earthquakes, windstorms, and unusually severe weather), fire, energy shortages or rationing, riots, acts of terrorism, war or war-defense conditions, acts of any public enemy, epidemics, the actions or inactions of any governmental entity or that entity’s agents, litigation, labor shortages (including shortages caused by strikes or walkouts), and materials shortages.
- (2) Except as otherwise expressly provided in this Agreement, if the performance of any act required by this Agreement to be performed by either the City or the Cordova Community Council Foundation is prevented or delayed because of a Force Majeure Event, then the time for performance will be extended for a period equivalent to the period of delay, and performance of the act during the period of delay will be excused.
- (e) *Waiver of Breach.* A Party’s failure to insist on strict performance of this Agreement or to exercise any right or remedy upon the other Party’s breach of this Agreement will not constitute a waiver of the performance, right, or remedy. A Party’s waiver of the other Party’s breach of any provision in this Agreement will not constitute a continuing waiver or a waiver of any subsequent breach of the same or any other provision. A waiver is binding only if set forth in writing and signed by the waiving Party.
- (f) *Relationship of the Parties.* This Agreement does not create any relationship or association between the City and the Cordova Community Council Foundation. For example, and without limiting the previous sentence, this Agreement does not create between the City and Cordova Community Council Foundation the relationship of principal and agent, nor does it create a partnership or joint venture.
- (g) *Attorneys’ Fees.* The Party prevailing in any litigation concerning this Agreement, the Site, or any improvements to the Site (including the Digital Freeway Sign) will be entitled to an award by the court of reasonable attorneys’ fees and litigation costs through final resolution on appeal in addition to any other relief that may be granted in the litigation. If the City is the prevailing party, then this Section 9(g) will apply whether the City is represented in the litigation by the Office of the City Attorney or by outside counsel.
- (h) *Severability.* If a court with jurisdiction holds any nonmaterial provision of this Agreement to be invalid, void, or unenforceable, then the remaining provisions will remain in full force.

- (i) *Counterparts.* The parties may execute this Agreement in counterparts, each of which will be considered an original, but all of which will constitute the same Agreement.
- (j) *Further Assurances.* Each Party shall execute all additional documents or instruments and take all necessary action that either Party reasonably considers necessary to carry out the proper purposes of this Agreement.
- (k) *Time of Essence.* Time is of the essence of this Agreement.
- (l) *Interpretation.* This Agreement is to be interpreted and applied in accordance with California law without regard to conflict-of-laws principles, except that the rule of interpretation in California Civil Code section 1654 will not apply. Exhibits A, B, and C are part of this Agreement.
- (m) *Integration and Modification.* This Agreement sets forth the Parties' entire understanding regarding the matters addressed. It supersedes all prior or contemporaneous agreements, representations, and negotiations (written, oral, express, or implied) and may be modified only by another written agreement signed by both Parties.

(Signature Page Follows)

ITEM 15.1.

Exhibit D to the Resolution

Agreement for Digital Billboard

City of Rancho Cordova and Cordova Community Council Foundation

City of Rancho Cordova

The Cordova Community Council Foundation

By: _____

Micah Runner

City Manager

Dated: _____,

Dated _____, 2025

Approved as to Form

City Attorney

By: _____

Adam U. Lindgren

City Attorney

By: _____

Shelly Blanchard

Executive Director

Dated: _____,

Dated _____, 2025

ITEM 15.1.

Exhibit D to the Resolution

**Agreement for Digital Freeway Sign
City of Rancho Cordova and Cordova Community Council Foundation**

**Agreement for Digital Freeway Sign
City of Rancho Cordova and Cordova Community Council Foundation
Exhibit A**

Digital Freeway Sign Operational Requirements

- a. **Operational Limitations.** Digital Freeway Sign shall display static messages only, and shall not have animation, movement, or the appearance or optical illusion of movement in or on any part of the Sign Structure, design, or pictorial segment of the sign. Each static message shall not include flashing, scintillating lighting or varying light intensity.
- b. **Minimum display time.** Each message on the sign must be displayed for a minimum of eight (8) seconds.
- c. **Each display must have a light sensing device that will adjust the brightness as ambient light conditions change.**
- d. **The Digital Freeway Sign shall be operated with systems and monitoring in place to either turn the display off or show a “full black” image on the display in the event of a malfunction that affects at least fifty percent of the display area.**
- e. **The Digital Freeway Sign shall not be deemed prohibited under Section 23.743.050 and is not governed by any of the prohibitions set forth in Subsections B, Q, S or U thereof as the operation thereof is specifically authorized by Section 23.743.150 of the Code.**
- f. **Section 23.743.090 of the Code shall not apply to Digital Freeway Sign. Illumination for the Digital Freeway Sign shall comply with the terms of this Agreement and is otherwise specifically permitted by Section 23.743.150 of the Code.**
- g. **Digital Freeway Sign is not considered to be a pole sign under Section 23.743.120. E of the Code.**
- h. **Digital Freeway Sign shall not be included within any definition of Flashing set forth in the Code.**

ITEM 15.1.

Agreement for Digital Freeway Sign
City of Rancho Cordova and Cordova Community Council Foundation
Exhibit B

Digital Freeway Sign Description

Agreement for Digital Freeway Sign

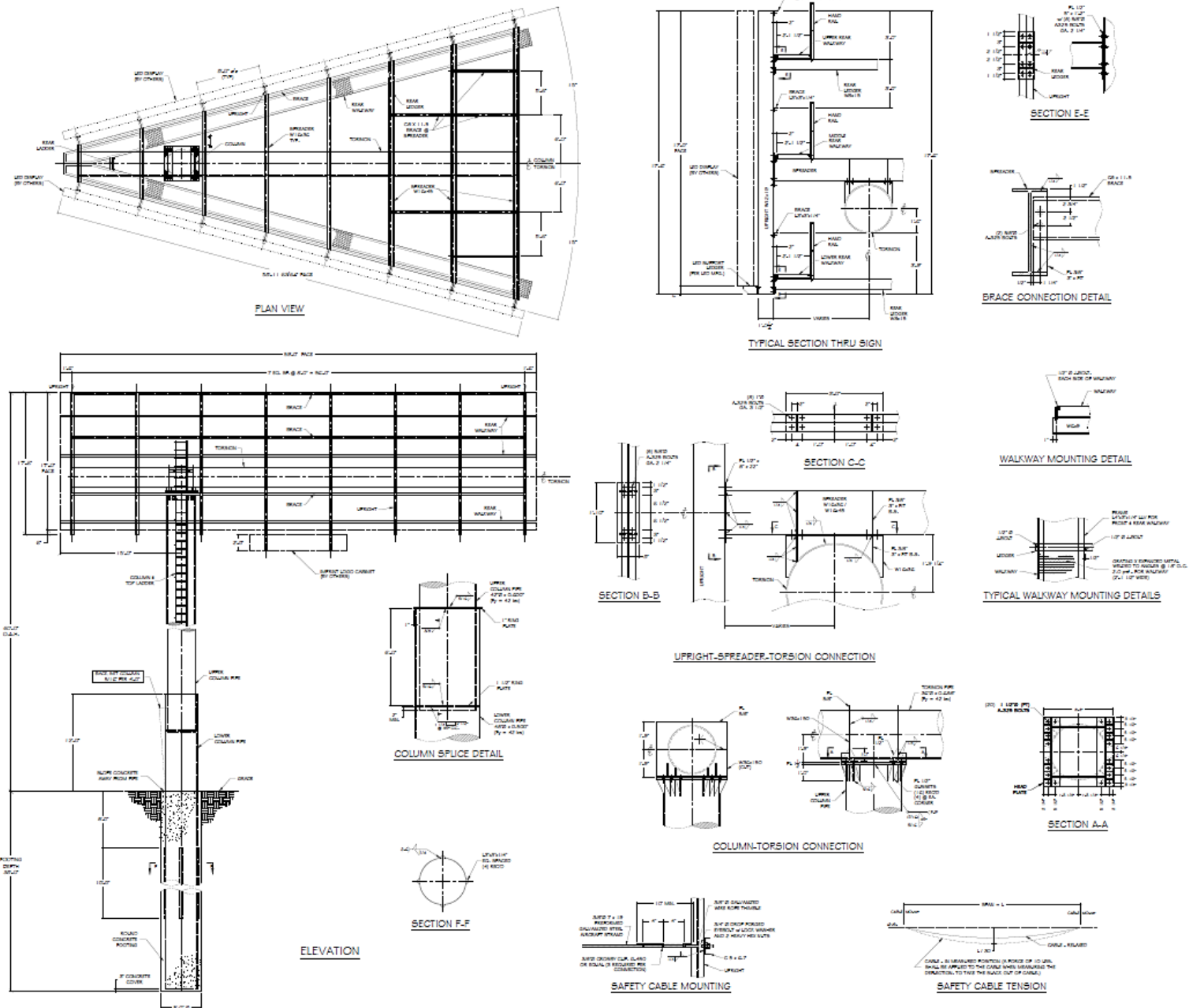


ITEM 15.1.

ATTACHMENT 9
Exhibit D to the Resolution

Agreement for Digital Freeway Sign
City of Rancho Cordova and Cordova Community Council Foundation

Agreement for Digital Freeway Sign
City of Rancho Cordova and Cordova Community Council Foundation



ITEM 15.1.

**Agreement for Digital Freeway Sign
City of Rancho Cordova and Cordova Community Council Foundation**



Eastbound Highway 50

Agreement for Digital Freeway Sign
City of Rancho Cordova and Cordova Community Council Foundation



Westbound Highway 50

ITEM 15.1.

ATTACHMENT 9
Exhibit D to the Resolution

Agreement for Digital Freeway Sign
City of Rancho Cordova and Cordova Community Council Foundation

ITEM 15.1.**Exhibit D to the Resolution**

Agreement for Digital Freeway Sign
City of Rancho Cordova and Cordova Community Council Foundation

Exhibit C**Amber Alert Guidelines**

AMBER alerts are issued by the National Center for Missing and Exploited Children in Washington, DC. For those alerts, the outdoor advertising industry adhere to these guidelines:

Digital Freeway Sign advertising will be completely interrupted upon receipt of an AMBER Alert within the affected geographical boundary.

The appropriate AMBER Alert will run uninterrupted for a minimum of one hour preempting all other advertising.

Thereafter, during the two hours immediately following the aforementioned one-hour display of the AMBER Alert, the same alert will be displayed in rotation along with other paid advertisers unless cancelled earlier. After the initial 3-hour display period, any additional posting of the alert shall be based on the situation and availability.

5562744.1

Fite Circle Digital Freeway Sign

Zoning Text Amendment, Conditional Use Permit, Minor Design Review, & Operating Agreement

Nick Sosa, Senior Planner
October 6, 2025



Project Background

- The Cordova Community Council (CCC) was previously approved for two Digital Billboard Signs at their Mineshaft Property along Highway 50.
- The CCC has only constructed one of the two approved billboard signs and no longer wishes to move forward on the billboard located on the western side of their property.
- The Applicant is now looking to propose a new location at the western entrance to the City along Highway 50.

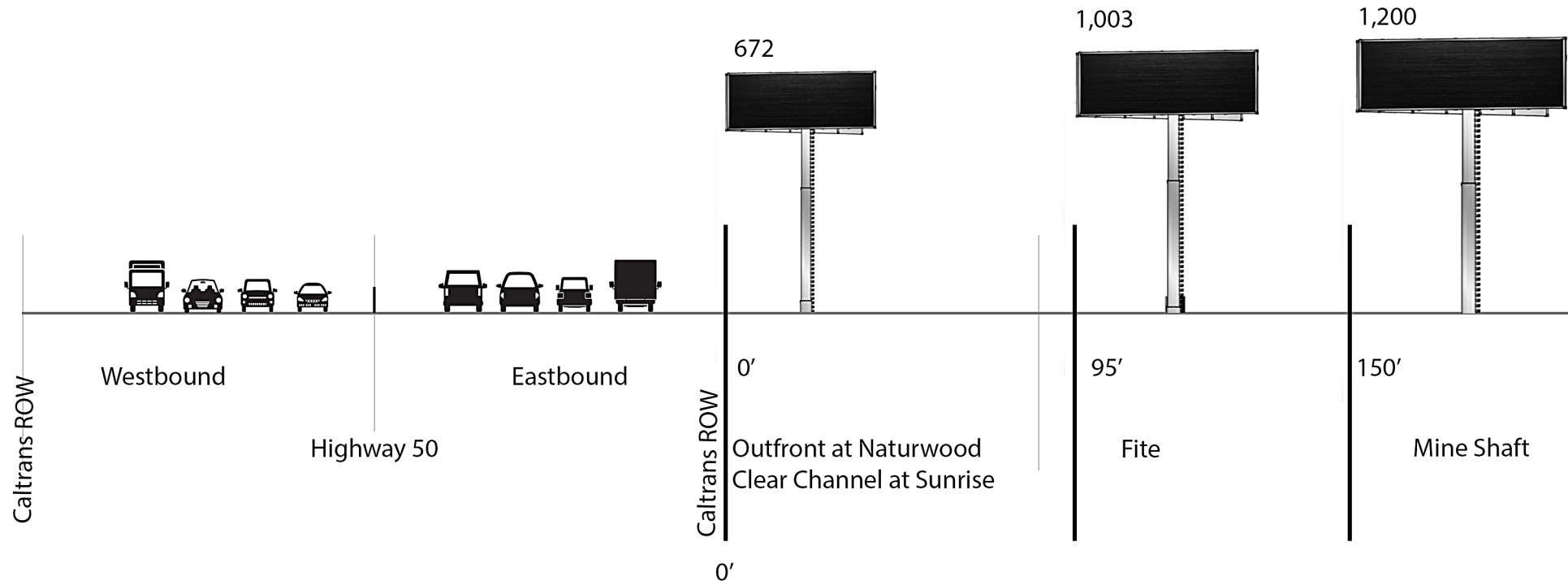
As part of the current application, the Applicant is seeking approval for the following Entitlements:

- Zoning Text Amendment to the Rancho Cordova Municipal Code
- Conditional Use Permit
- Minor Design Review
- Operating Agreement

- The project was presented to Planning Commission on August 27th for their initial feedback as well as their recommendation to City Council.
- At that hearing we heard from both the Commission as well as Community members and these were the primary concerns:
 - Display Area Square Footage
 - Sign Removal Requirement
 - Violations of Outdoor Advertising Act
 - Potential Spot Zoning

Response to Concerns:

Display Area – The Applicant originally requested 1,200 SF of display area for the project. However, the Applicant has reduced the square footage to 1,003 SF based upon its distance from the Caltrans Right of Way. (request included in Operating Agreement)



SIZE OF DISPLAY RELATIVE TO DISTANCE FROM CALTRANS ROW

Response to Concerns:

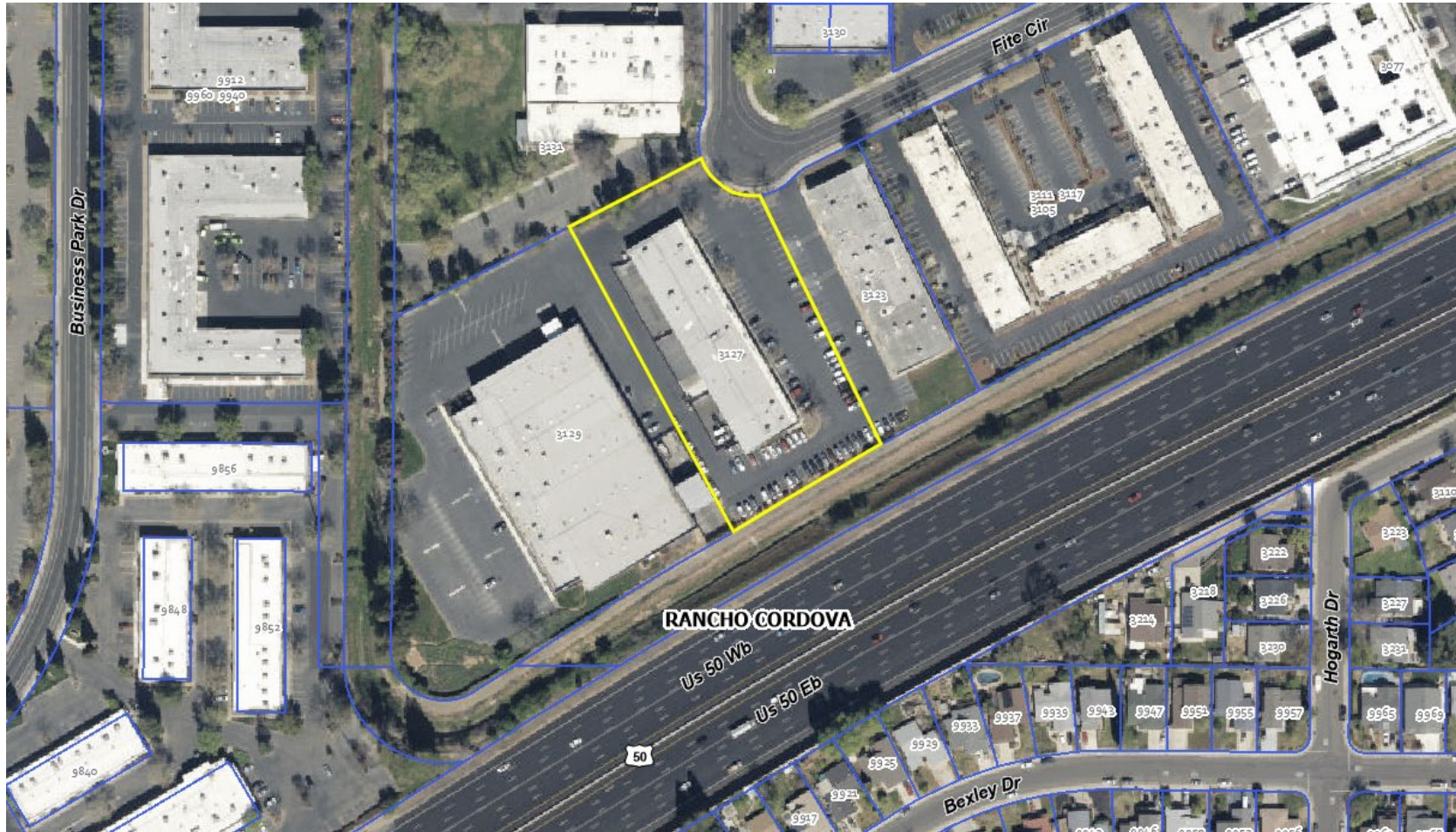
Exemption from Sign Removal Requirement

- The requirement is that 4 static billboard signs are removed for each digital sign.
- The Applicant has removed an existing static billboard sign as part of their previous approval at their mineshaft property. This sign was located on private property owned by the CCC and therefore was able to be removed.
- Remaining static billboards within the City, specifically those along Highway 50, are located on private property not owned by the Applicant and would not feasibly be able to be removed.
- Therefore, the Applicant continues to request this exemption as part of the Operating Agreement with the City.

Response to Concerns:

Violations of the Outdoor Advertising Act and Spot Zoning

- The City received a public comment from Orion Outdoor Media as part of the Planning Commission Hearing.
- The letter claims that the project is in violation of the CA Outdoor Advertising Act as it prohibits billboards from being placed in violation of City and County laws or Ordinances and also claims that the proposed zoning text amendment is consistent with spot zoning which is also in violation of state outdoor advertising rules.
- Staff has consulted with the City Attorneys Office regarding these claims and finds that the Application is not in violation of the Act as the zoning allows for these deviations through the Operating Agreement per Rancho Cordova Municipal Code 23.743.150(C)(1) & (C)(2). The proposed amendment would also not diminish the value of the affected property and therefore the City Attorney disagrees that the amendment constitutes spot zoning.



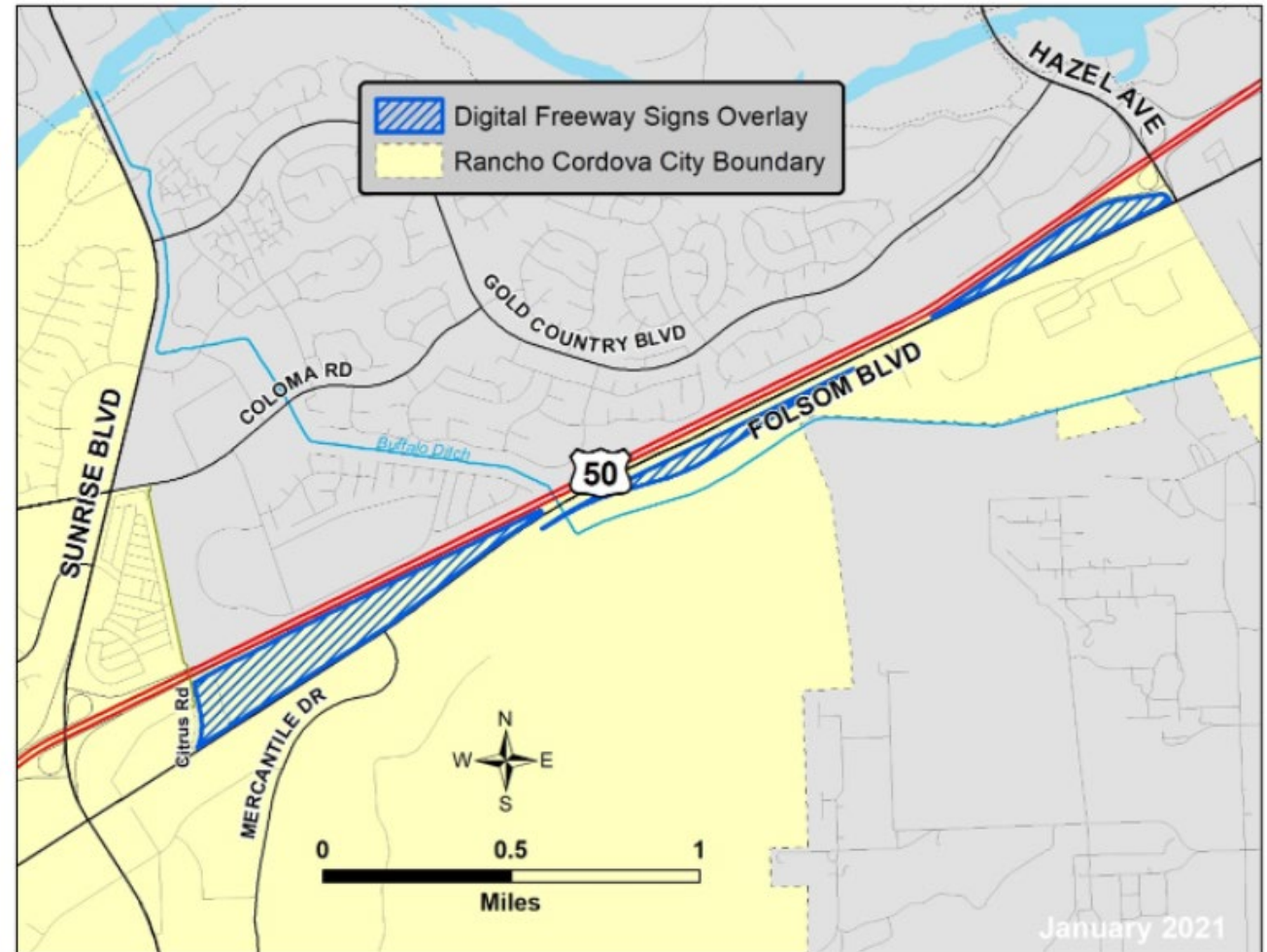
Site Specifics

- **Address:** 3127 Fite Circle
- **Zoning:** Office Industrial Mixed Use (OIMU) within the Folsom Boulevard Specific Plan (FBSP)
- **General Plan:** Folsom Boulevard Planning Area (FBPA)



- As a non-profit organization serving the Rancho Cordova community, the Cordova Community Council has identified the following project objectives:
 - Develop a revenue source for the Cordova Community Council from the ownership of an additional digital billboard.
 - Provide the City of Rancho Cordova and community groups with a medium for communicating to area residents.
- The development and long-term lease of the digital billboard sign would provide the CCC with long-term financial stability to continue to carry out its mission in the community.

- The City currently has a designated Digital Freeway Signs Overlay listed within RCMC Section 23.743.150
- These areas are located in the eastern part of the City along US Highway 50.
- The overlay is currently the only area in which Digital Freeway Signs can be installed and provides standards and requirements for their installation and operation.



- As part of this application, the Applicant is proposing a Zoning Text Amendment to add an additional overlay area to the Municipal Code to accommodate their requested location.
- The proposed area would be bound by Highway 50, Business Park Drive and Fite Circle, a commercial property to the west and mobile home park to the east.
- This addition would be the only change to the section. No changes to any development standards or requirements are proposed.



- Per RCMC Section 23.743.150 a Conditional Use Permit (CUP) is required for any new Digital Billboard Sign within the overlay.
- Additionally, due to the modification of the site and required standards, a Minor Design Review is also required to ensure the project meets applicable development standards.



Some key Development Standards listed in the code are:

- Maximum of 2 display areas
- Maximum height of 60 feet
- Maximum sign area is 672 SF
- The sign structure shall not add stylistic or architectural detailing to further call attention to the sign.
- Pole design shall be simple and streamlined in material so as not to draw unnecessary attention.
- Digital Freeway Sign shall not operate at brightness levels of more than 0.3 foot-candles above ambient light.
- Additional operating standards are listed in Section 23.743.150.





Eastbound Highway 50



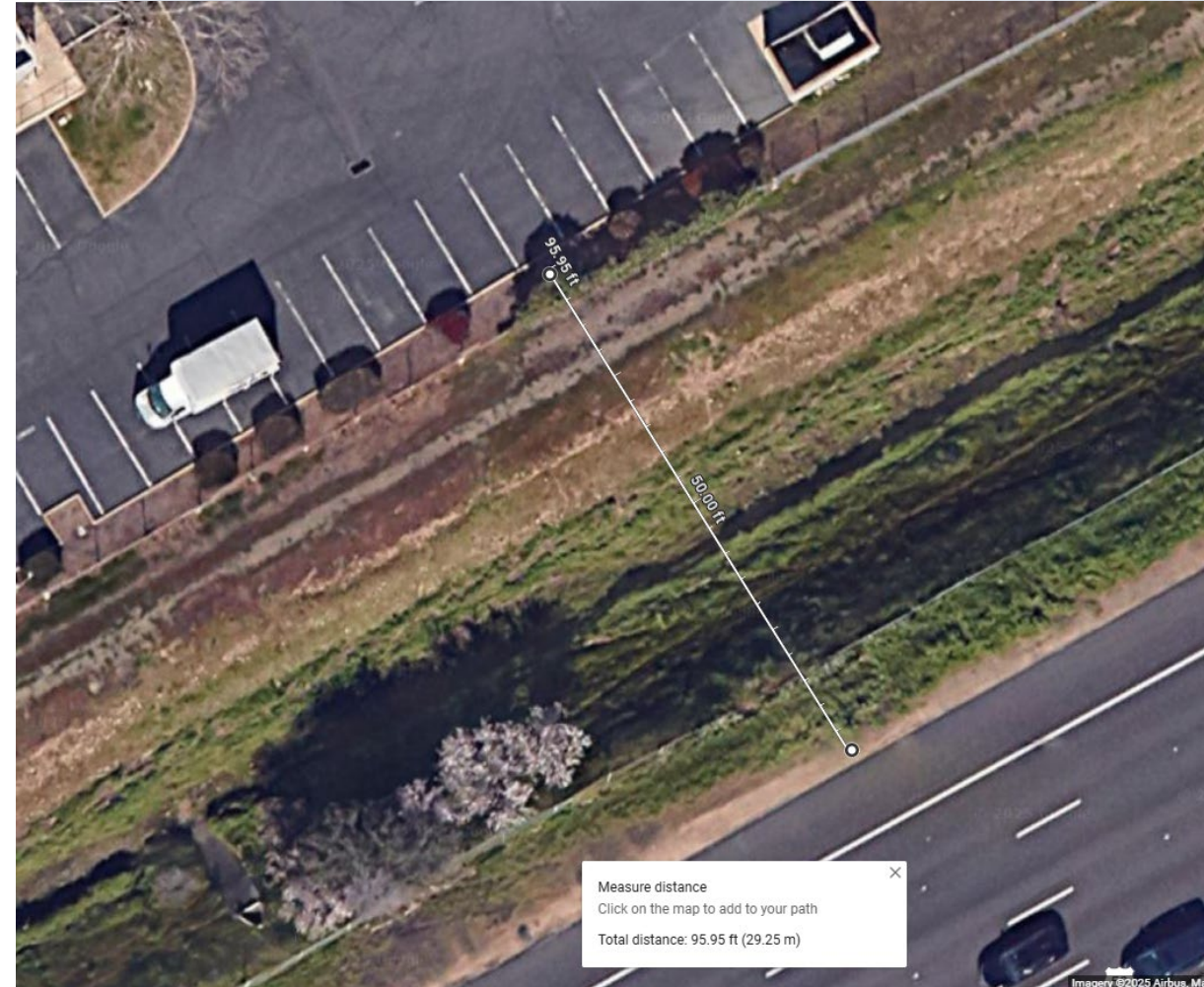
Westbound Highway 50

- At the applicant's request, the City and applicant may enter into an operating agreement in conjunction with a conditional use permit for a digital freeway sign.
 - Outlines the requirements of installation, ownership, maintenance, standards, use rights, utilities, etc.
 - Applicant may also use the operating agreement to deviate from the development standards and requirements.
 - Operating Agreements are approvable by the City Council if it is determined that the agreement achieves community benefits equivalent to those that would be achieved through strict adherence to the code.

Standard	Requirement	Deviation Request
Maximum Sign Area	672 square feet	1,003 square feet
Billboard Removal	For every 1 digital freeway sign installed, the applicant must remove at least 4 legally existing billboard structures	Static sign removed from Mineshaft and cancellation of “west sign”



Existing signs along the corridor are less than 95 feet from the ROW



The proposed Fite Circle freeway sign will be approximately 95 feet from Caltrans right-of way.

- In accordance with CEQA, a Draft Initial Study/Mitigated Negative Declaration (IS/MND) was prepared and circulated for the required 30-day review period
- Areas identified in the Draft IS/MND that required mitigation measures to avoid less than significant effects on the environment were Air Quality, Biological Resources, Cultural Resources, Geology and Soils, and Tribal Cultural Resources.
- During the public review period, 2 email comments received. One from Sacramento Area Sewer District and one was from a Rancho Cordova Resident. As a result of comments received, there were no substantial revisions made to the Draft IS/MND that required recirculation of the document. Responses to these comments were included as part of the Commission Package.

- Mitigation measures to address these less than significant impacts include:
 - Emission controls and reduction during construction
 - Bird surveys prior to ground disturbance
 - Tree inventory and protection during construction
 - Appropriate measures in the event any archaeological resources are exposed during construction
 - A mitigation measure added by the United Auburn Indian Community (UAIC) in the event that unanticipated discoveries occur

No impacts related to the creation of a new sources of substantial light or glare were identified within the MND. A photometric study demonstrated that the amount of light generated would be within the allowable illuminance for Digital Billboard Signs .

Staff recommends that the City Council:

1. Certify the Initial Study/Mitigated Negative Declaration that was prepared and circulated pursuant to the California Environmental Quality Act (CEQA) and adopting the mitigation monitoring and reporting program (MMRP); and
2. Waive the first reading and introduce the Ordinance for the Digital Freeway Sign Overlay zoning text amendment for Section 23.743.150; and
3. Adopt the Resolution for the Fite Circle Digital Billboard Sign Conditional Use Permit and Minor Design Review
4. Approve the Fite Circle Digital Billboard Sign Operating Agreement.

THANK YOU

Questions



MEMORANDUM



ITEM 16.1.

DATE: October 6, 2025
TO: Honorable Mayor and Council Members
FROM: Stefan Heisler, Housing Manager
SUBJECT: **PRESENTATION OF THE PROPOSED SACRAMENTO COUNTY HOMELESS & HOUSING PARTNERSHIP MODEL**

RECOMMENDATION

Receive presentation, provide comments and feedback.

RESULT OF RECOMMENDED ACTION

Staff will present the proposed Sacramento County Homeless Partnership Model. This presentation will highlight potential changes to the current Continuum of Care (CoC) governance structure and explore options for increased collaboration and accountability in addressing homelessness in Sacramento County.

BACKGROUND

The Sacramento Continuum of Care receives substantial funding annually to support housing and services for individuals experiencing homelessness. This includes approximately \$40 million through the federally funded Continuum of Care (CoC) grant program administered by the U.S. Department of Housing and Urban Development (HUD) and approximately \$10–\$15 million annually through California’s Homeless Housing, Assistance and Prevention (HHAP) program.

Sacramento Steps Forward (SSF) currently serves as the lead agency for the Sacramento CoC. The CoC is overseen by a 30-member board composed of local government representatives, homeless service providers, individuals with lived experience, and community advocates, and is staffed by SSF. The City of Rancho Cordova is represented by Housing Division staff on both the CoC Board and its committees.

One ongoing challenge remains coordination across jurisdictions. A 2019 Grand Jury Report highlighted the need for a unified organizational model. This led to the creation of the Sacramento Homeless Policy Council (SHPC) in 2021, comprising elected officials from cities and the county. In 2023, a consultant team funded by the county and SSF delivered a Final Report on Shared Governance Options, sparking discussions around alternative governance models. As part of this work, Sacramento County has put together a proposed governance model, the Sacramento Homeless and Housing Board (SHHB). Additional details on the SHHB can be found in the attached presentation.

In 2025, Senate Bill 802 was introduced, proposing the creation of the Sacramento Area Housing and Homelessness Agency (SAHHA) as a new Joint Powers Authority that would restructure the Sacramento Housing and Redevelopment Agency (SHRA). The new JPA would comprise the county and all cities with populations over 50,000. The SAHHA, as proposed, would manage nearly all regional affordable housing efforts and funding sources, including oversight of CoC responsibilities. SB 802 is currently shelved however; it is expected to be reintroduced if a collaborative solution is not adopted before the next legislative session.

NEXT STEPS

Staff will continue to work with Sacramento County and our local government partners, stakeholders, and policymakers to refine the proposed governance structure. Sacramento County is preparing a multi-jurisdiction meeting on October 28, 2025 to have a broad roundtable discussion of the proposed model. Feedback from this meeting will help inform the conversation on October 28, 2025 and ongoing conversations around regional collaboration and governance.

FISCAL IMPACT AND FUNDING SOURCE

There is no fiscal impact.

ATTACHMENT(S)

1. Presentation



SACRAMENTO COUNTY PROPOSED HOMELESS AND HOUSING PARTNERSHIP MODEL

October 6, 2025



MEETING GOALS

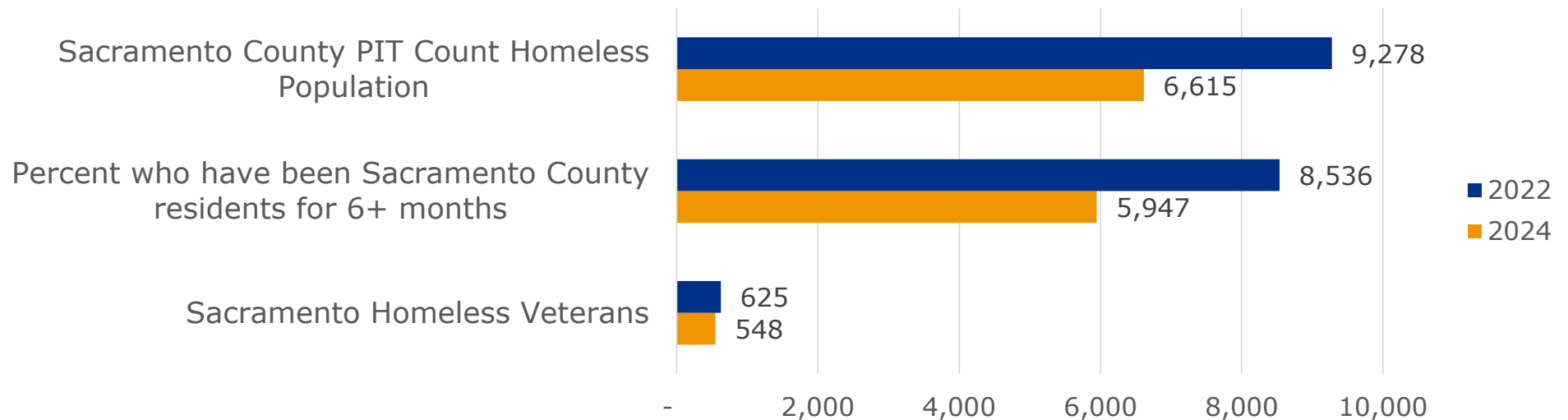


1. Provide a brief background of the Sacramento County homeless Continuum of Care and recent discussions about increasing cross-jurisdiction collaboration on homelessness

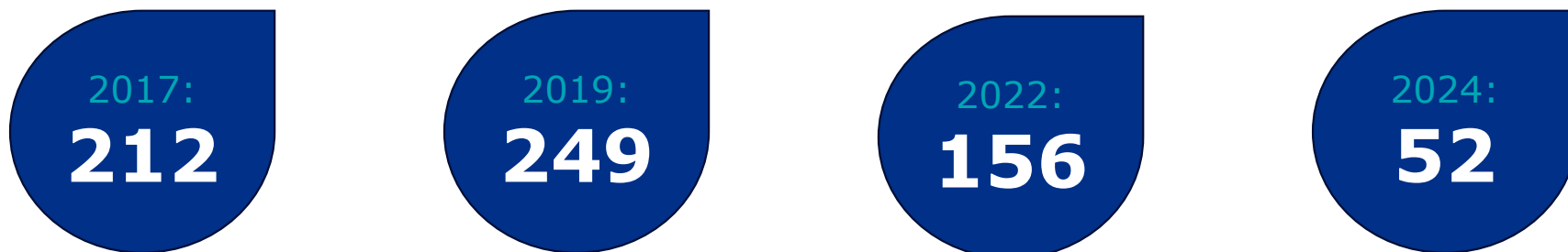


2. Present the proposed Sacramento County Homeless and Housing Partnership Model
3. Questions for Council and Discussion on the Sacramento County proposal

SACRAMENTO COUNTY UNHOUSED POPULATION



Point in Time (PIT) Count in the City of Rancho Cordova



SACRAMENTO CONTINUUM OF CARE

- The Continuum of Care (CoC) is a federally funded grant program through HUD providing about \$40 million annually for homeless housing and services programs across Sacramento County
- The CoC program requires a Point in Time Count (PIT Count) at least every two years, and a lead agency to manage the Homeless Management Information System (HMIS) and the Coordinated Entry System (CES) for centralized client service referrals
- Sacramento Steps Forward (SSF) is the lead agency for the Sacramento CoC
- Locally, SSF has been instrumental in developing and expanding the Coordinated Access System (CAS)
 - Single point of entry for homeless prevention and other service connections
- The Sacramento CoC is governed by a 30-member board made up of local government staff, homeless service provider staff, individuals with lived experience, community advocates, and others
 - City of Rancho Cordova is represented by Housing Division staff on the CoC Board and committees
- The Sacramento CoC also receives ~\$15 million annually from California's Homeless Housing Assistance and Prevention (HHAP) program (amount varies with state budget)

HOMELESS PARTNERSHIP CONVERSATIONS

- Ongoing Challenge: Need for improved coordination across jurisdictions in operations, policy, and funding priorities
- 2019: Grand Jury Report called for a process to identify an organizational model responsive to the needs of the homelessness crisis
- 2021: The Sacramento Homeless Policy Council (SHPC) was created in response to the Grand Jury Report
 - SHPC purpose is to provide strategic, collaborative leadership
 - Members include elected officials from jurisdictions in Sacramento County
- 2023: A consultant team funded by the County and SSF delivered a Final Consultant Report on Shared Governance Options for Consideration
 - Launched discussions among the County, City, and SSF on restructuring oversight and administration
 - Has led to consideration of the proposed Sacramento Homeless and Housing Board (SHHB)
- 2025: Senate Bill 802 publicized, proposes restructuring the Sacramento Housing and Redevelopment Agency (SHRA) as the Sacramento Area Housing and Homelessness Agency (SAHHA)
 - Would be a JPA including the participation of the county and cities with populations over 50,000
 - Would include broad powers over affordable housing, local housing trust funds, Section 8, CDBG, and serve as the new CoC

Homelessness & Housing System Partnership Model Options

September/October, 2025



Historical Context

- **1994:** Federal Continuum of Care (CoC) funding program and governance established
- **2009:** HEARTH Act introduces new requirements, focus on prevention and performance
- **2011:** CoC Collaborative Applicant and HMIS lead functions transferred from County to SSF
- **2016:** County creates Director of Homeless Initiatives position
- **2019:** State of CA releases first round of HHAP funding for counties, large cities and CoCs



Continuum of Care (CoC)

Federal Requirements:

CoC Membership

- Organizations & individuals working to prevent & end homelessness
- Unlimited membership or limited with designated interest seats
- 2x a year membership meeting, participate in committees



CoC Board

- Limited membership to act on behalf of larger CoC
- Direction to Collaborative Applicant & HMIS Lead
- Oversees CoC functions (annual NOFO, PIT count, etc.)



Collaborative Applicant HMIS Lead

- Administrative support for CoC Board
- Day to day operations of CoC activities
- Appointed by CoC Board

Local Implementation:

CoC Membership = CoC Board

- Up to 32 members
- Attendance at monthly meetings, and expected to participate in subcommittees



Sacramento Steps Forward

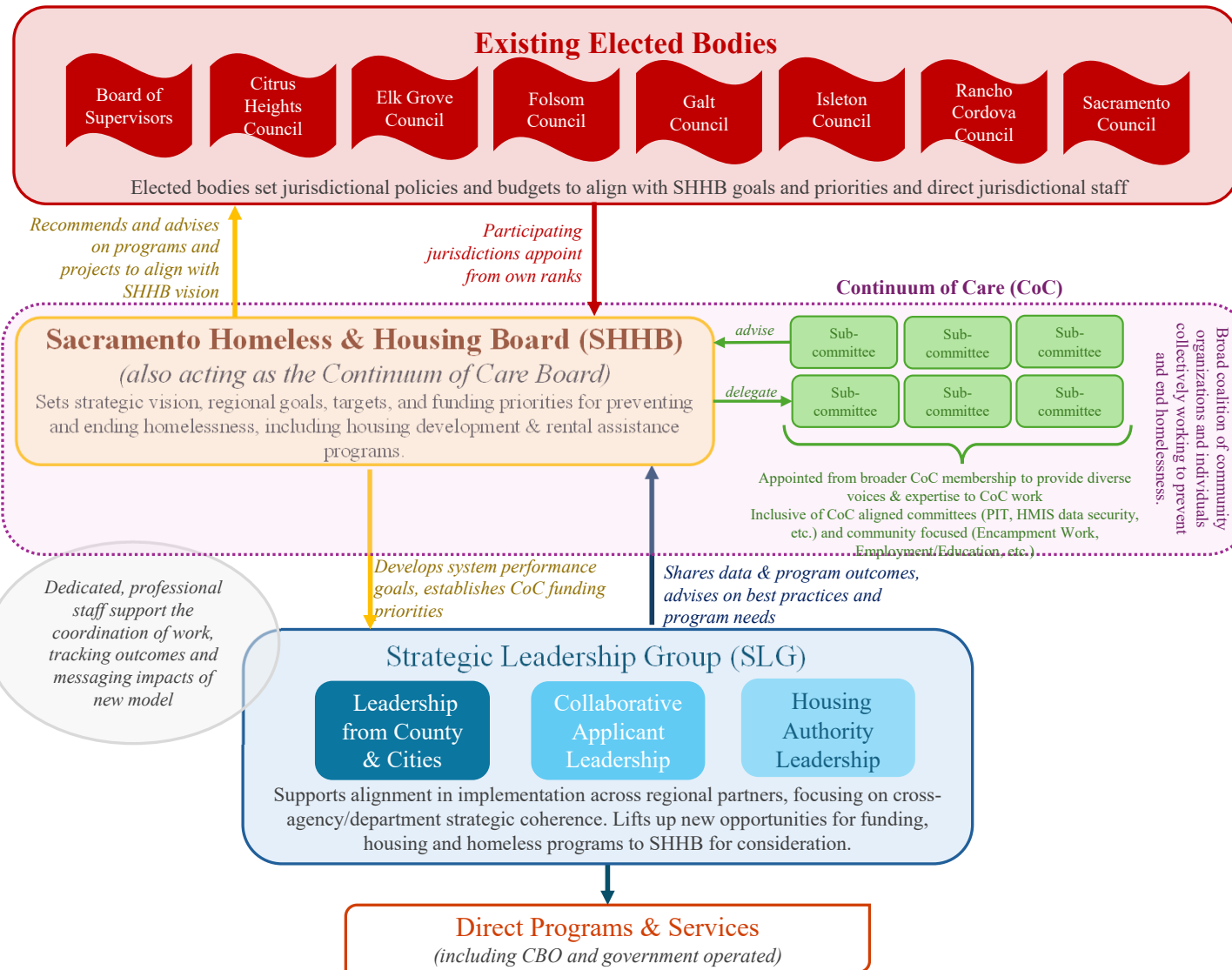


Current Status

- Increased Federal, State, and local expectations
 - Individual needs & community impacts
- Growing crisis of homelessness, especially unsheltered
- Shifts in federal and state policy direction
- Opportunities to braid and leverage funding and programs from other social service sectors

After December, 2023 consultant report, staff has been working with partners on options for re-structuring collective work on homelessness. In May, Board requested staff bring options for public discussion.





Recommended Sacramento Homeless & Housing Partnership Structure

Composition of new SHHB

Option A – 11 members

Up to 10 elected officials

One member with lived expertise

Option B – 15 members

Up to 10 elected officials

One member with lived expertise

Up to 4 community leaders from
specific sectors

In either structure, subcommittees are reconstituted to:

- Focus on community identified priority policy areas
- Ensure participation from a variety of community interests & voices
- Create and follow through on a workplan that aligns with SHHB goals/vision
- Regularly report back to SHHB with recommendations
- (if applicable) Take final action on delegated activities

Proposed Role of new SHHB

- Regional convener on homeless and housing issues
- Establish and monitor strategic plan and vision
- Establish and track system level performance targets
- Increase transparency and accountability for public
- Seek new funding and braid & leverage funds
- Set expectations and oversee performance of Collaborative Applicant and HMIS Lead Agency



Proposed Role of new SHHB

- Approve and monitor Regionally Coordinated Homelessness Action Plan (RCHAP)
- Establish local performance goals and direct the development of data reports
- Set priorities for CoC HHAP funding
- Set priorities for any new federal CoC funding
- Establish and seat subcommittees; delegate and receive work and recommendations



Next Steps

September – November	CoC Board provides input Cities gain input/direction from Councils on Model Staff from entities interested in participating meet to integrate input, refine model and draft MOU/Partnership Agreement
By February 2026	Participating entities bring model, MOU/Partnership Agreement back to governing bodies for approval and appointment of members from own ranks
Q2 2026	Newly formed SHHB meets to take following actions: • Set expectations for SLG and Collaborative Applicant • Review/revise charter & bylaws • Appoint additional members, if applicable • Approve committee structure & put out call for members
Q1 2027	SHHB evaluates performance of new model and makes recommendations for any changes effective year 2



STRATEGIC CONSIDERATIONS WITH THIS PROPOSAL

- SB 802 is expected to be reintroduced next year if a collaborative solution is not adopted
- The SHHB proposal would primarily add elected official representation and oversight into the current CoC, with opportunities in the following areas:
 1. CoC Funding ~\$40 million per year
 - Decisions guided by HUD requirements (limited flexibility)
 2. HHAP Funding ~\$10-\$15 million per year
 - More flexible, must align with an adopted local plan
 3. HMIS
 - Opportunity to set priorities for improvements and administrative funding
 4. Setting performance standards for homeless and housing service providers
 - Ability to adjust standards to influence overall system performance (very sensitive process)
 5. Regional policy and funding recommendations for local jurisdictions
 - SHHB would be advisory only
 - 10 out of 44 local government elected officials would not speak for the majority

QUESTIONS FOR COUNCIL

- Any comments on the proposed partnership model?
 - Is there preference for Option A or B or another alternative?
- Sacramento County is hosting a multi-jurisdiction meeting to discuss the proposed partnership model on October 28, 2025 – one councilmember is invited from each of the smaller cities:
 - Who should represent Rancho Cordova at the October 28, 2025 joint meeting?

THANK YOU



MEMORANDUM



ITEM 16.2.

DATE: October 6, 2025

TO: Honorable Mayor and Council Members

FROM: Stacy Delaney, Senior Management Analyst
Kim Juran, Administrative Services Director

SUBJECT: **PRESENTATION FROM CORDOVA COMMUNITY COUNCIL FOUNDATION ON FISCAL YEAR 2024-25 OUTCOMES AND ACCOMPLISHMENTS AND A RESOLUTION AUTHORIZING THE CITY MANAGER TO EXECUTE THE FOURTH RESTATED GRANT AGREEMENT WITH THE CORDOVA COMMUNITY COUNCIL FOUNDATION**

RECOMMENDATION

Receive information and adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution would enable the City to enter into the Fourth Restated Grant Agreement with the Cordova Community Council Foundation.

BACKGROUND

Since 2007, the city has given grant funds to the Cordova Community Council Foundation (CCCF) for the purpose of creating a professionally managed umbrella organization for Rancho Cordova nonprofit organizations. This support for the CCCF has been given in a series of multi-year grants, with the last one concluding June 30, 2025. The goal for strengthening the 65-year-old CCCF has always been to build capacity for volunteer management, fundraising and community event support, all of which creates a sense of community for Rancho Cordova residents. In recent years, the CCCF's role has expanded beyond the previously mentioned community building activities to include the advancement and availability of the arts in Rancho Cordova and partnership with the Rancho Cordova Athletic Association (RCAA) to increase the participation and caliber of youth sports in the city.

City staff began meeting with the CCCF in the spring of 2025 to discuss the next grant agreement. These discussions focused on continued support of capacity building within CCCF to begin succession planning and ensure that there was an adequate number of staff managing the various activities the CCCF is supporting. The outcome of these discussions included a recommendation to modify one position already budgeted for in the CCCF ranks, the Operations/Events Coordinator may change to an Operations/Administrative Assistant position, and an Event Technician position, working on call as needed in support of events, was recognized. This would bring the total number of positions with the CCCF to nine (same as

before), plus on-call assistance as needed. This proposed grant agreement also includes a nominal increase associated with equipment rentals, enhanced security measures for events, and insurance, particularly necessary for large-scale events such as the Fourth of July. Without the financial support of the City, the CCCF would be unable to sustain these and the many other community events it offers, including the annual Christmas tree lighting, iFest, Kids Day in the Park, and the summer event series.

The proposed Fourth Restated Grant Agreement continues the two-year agreement cycle that started with the Third Restated Grant Agreement so that it coincides with the city's bi-annual budget process. The proposed agreement also incorporates several ongoing Measure H programs into it, including:

- **Arts in Rancho Cordova:** The Mills Station Arts & Culture (MACC) support, the Art Ark in partnership with Crocker Art Museum for schools, and general support for Rancho Cordova Arts.
- **Youth Sports in Rancho Cordova:** RCAA Facility Improvement Fund, Campaigns and Training for Coaches, Youth Sports Fee Assistance, Youth Sports Promotion Campaign, and Field Usage.

These programs will continue to be funded through Measure H/Community Enhancement & Investment Fund but are recommended for incorporation into the two-year agreement to allow for longer-term planning for these activities.

The proposed Fourth Restated Grant Agreement will cover the period of July 1, 2025, through June 30, 2027, in an amount not to exceed \$1,655,000 in Fiscal Year 2025-26 and \$1,680,000 in Fiscal Year 2026-27. The newly proposed grant agreement will only fund allocated positions, if filled. The CCCF will submit a quarterly report to the city demonstrating how grants are being utilized and will report back to the City Council bi-annually. All funds received under the terms of this agreement will be available for operational purposes.

FISCAL IMPACT AND FUNDING SOURCE

Funding for the Fourth Restated Grant Agreement will come from the city's General Fund and the Measure H/Community Enhancement & Investment Fund, as follows:

Fiscal Year 2025-26:

- General Fund: \$1,075,000
- Measure H: \$580,000

Fiscal Year 2026-27:

- General Fund: \$1,100,000
- Measure H: \$580,000

Sufficient funds have been incorporated into the city's Fiscal Year 2025-2027 Adopted Budget.

ATTACHMENT(S)

1. Resolution
2. Contract No. 2025-202
3. Presentation

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2025

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA, STATE OF CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE THE FOURTH RESTATED GRANT AGREEMENT BETWEEN THE CITY OF RANCHO CORDOVA AND THE CORDOVA COMMUNITY COUNCIL FOUNDATION

WHEREAS, the Parties entered into a Grant Agreement dated July 1, 2007, a First Amendment to that Grant Agreement on September 17, 2007, a First Restated Grant Agreement on July 1, 2008, a First Amendment to the First Restated Grant Agreement on July 1, 2010, a Second Amendment to the First Restated Grant Agreement on July 1, 2012, and a Third Amendment to the First Restated Grant Agreement on July 1, 2013, a Second Restated Grant Agreement on July 1, 2018, a First Amendment to the Second Restated Grant Agreement on December 16, 2019, a Second Amendment to the Second Restated Grant Agreement on December 19, 2022, and a Third Restated Grant Agreement on September 5, 2023 for the purpose of providing community capacity-building services; and

WHEREAS, the Parties desire to enter into a Fourth Restated Grant Agreement which will allow a continuation of civic engagement, community events, volunteer management, increased participation in youth sports in Rancho Cordova, the continued advancement and availability of arts and the Rancho Cordova arts community, and the stewardship of other community non-profits that will enable the professionally managed organization to focus on maintaining the events and programs that create a sense of community and support that Rancho Cordovans have come to enjoy, and the city desires to continue; and

WHEREAS, the Fourth Restated Grant Agreement also incorporates the desire for Cordova Community Council Foundation to provide a variety of events in 2026 that incorporate and celebrate the United States Semi quincennial, the 250th anniversary of the United States Declaration of Independence, and provide for field usage expenses authorized under this Agreement for youth sports; and

WHEREAS, the City Council has approved sufficient funds in the Fiscal Year 2025-26 and Fiscal Year 2026-27 Operating Budget for the support of the Cordova Community Council Foundation.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA authorizes the City Manager to execute the Fourth Restated Grant Agreement between the City of Rancho Cordova and the Cordova Community Council Foundation in an amount not to exceed \$1,655,000 for Fiscal Year 2025-26 and in an amount not to exceed \$1,680,000 for Fiscal Year 2026-27, in a form approved by the City Attorney.

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 6th day of October 2025 by the following vote:

AYES:

NOES:

ITEM 16.2.

ATTACHMENT 1

ABSENT:

ABSTAIN:

ATTEST:

Siri Pulipati, Mayor

Stacy Leitner, CMC
City Clerk

FOURTH RESTATED GRANT AGREEMENT

This Fourth Restated Grant Agreement (“Fourth Restated Agreement” or “Agreement”) between the City of Rancho Cordova, a California municipal corporation (“City”) and the Cordova Community Council Foundation, a California public benefit corporation, (“Grantee”) entered into on this 1st day of July, 2025, replaces and supersedes in its entirety the Grant Agreement effective July 1, 2007 and the three (3) subsequent restated agreements thereto dated July 1, 2008, July 1, 2017, and September 5, 2023, and all amendments.

RECITALS

WHEREAS, the Parties entered into a Grant Agreement dated July 1, 2007, a First Amendment to that Grant Agreement on September 17, 2007, a First Restated Grant Agreement on July 1, 2008, a First Amendment to the First Restated Grant Agreement on July 1, 2010, a Second Amendment to the First Restated Grant Agreement on July 1, 2012, and a Third Amendment to the First Restated Grant Agreement on July 1, 2013, a Second Restated Grant Agreement on July 1, 2017, a First Amendment to the Second Restated Grant Agreement on December 16, 2019, a Second Amendment to the Second Restated Grant Agreement on December 19, 2022, and a Third Restated Grant Agreement on September 5, 2023 for the purpose of providing community capacity-building services; and

WHEREAS, the Parties desire to enter into a Fourth Restated Grant Agreement which will allow a continuation of civic engagement, community events, volunteer management, increased participation in youth sports in Rancho Cordova, the continued advancement and availability of arts and the Rancho Cordova arts community, and the stewardship of other community non-profits that will enable the professionally managed organization to focus on maintaining the events and programs that create a sense of community and support that Rancho Cordovans have come to enjoy and the City desires to continue; and

WHEREAS, the Fourth Restated Grant Agreement also incorporates the desire for Cordova Community Council Foundation to provide a variety of events in 2026 that incorporate and celebrate the United States Semiquincentennial, the 250th anniversary of the United States Declaration of Independence, and provide for field usage expenses authorized under this Agreement for youth sports; and

WHEREAS, the City Council has approved sufficient funds in the Fiscal Year 2025-26 and Fiscal Year 2026-27 Operating Budget for the support of the Cordova Community Council Foundation; and

WHEREAS, the Parties desire to clarify expectations with this Fourth Restated Agreement, including those within the “Outcomes” section of the Agreement related to Grantee’s performance and reporting requirements; and

WHEREAS, the Parties agree this Fourth Restated Grant Agreement is necessary in order for the City to continue receiving services by Grantee and to increase the capacity of the Cordova

ITEM 16.2.

ATTACHMENT 2 Contract No. 2025-202

Community Council Foundation for the purpose of ensuring continuity of the many community benefits that are made possible through the City's support.

In reliance upon and in consideration of the mutual representations and obligations hereunder, the City and the Grantee agree as follows:

AGREEMENT

ARTICLE I. City Requirements.

The Grantee agrees to comply with the following requirements:

- A. The Grantee will only use grant funds for outcomes described in Article V of this Fourth Restated Agreement. A work program to deliver outcomes shall be presented to the City Manager, or designee, for review, comment, and possible modification and approval before payments are authorized. By October 31st of each fiscal year, Grantee shall provide a complete budget to the City regarding how all funds will be spent for that fiscal year.
- B. To address the City's fiduciary responsibility regarding the grant funds, Grantee will continue to maintain tax-exempt status and operate using appropriate internal controls and generally accepted accounting principles ("GAAP"). Grantee shall give City access to financial records for examination purposes on an as-needed basis.
- C. Grantee will provide an annual financial statement (unaudited is acceptable), to the City's Finance Director, for the Cordova Community Council Foundation, within ninety (90) days of the Grantee's fiscal year.
- D. Grantee will have an annual audit done and provide a copy of the audit report to the City's Finance Director, for the Cordova Community Council Foundation, within ninety (90) days following the audit.
- E. Grantee is entitled to use the Community Board Room and the American River Rooms (both located on the first floor of Rancho Cordova City Hall) at no additional cost for twelve (12) hours per month. The rooms will be scheduled in advance according to City's scheduling policies. For use of the Community Board Room or American River Rooms more than twelve (12) hours per month, Grantee shall be charged City's customary rates for a nonprofit/community-based organization. Grantee shall provide City with a schedule indicating the dates and times of Grantee's standing meetings; however, Grantee acknowledges that the needs of the City shall take precedence in the scheduling of the rooms.
- F. Grantee will provide one (1) seat on the Grantee's Board of Directors to be filled or vacated at the direction of the City Manager. This Board member shall exercise his/her own judgment and discretion as a volunteer in serving the Community Council Foundation and shall not perform his/her services to the Cordova Community Council Foundation under the direction of the City Manager as an employee of the City.

- G. Grantee is also entitled to continue to occupy as a sub-lessee with free rent in City Hall's leasable space occupied by the Rancho Cordova Area Chamber of Commerce. The in-kind value of that space at the current lease rate is approximately Thirty-Six Thousand Dollars (\$36,000) annually.
- H. Grantee will annually provide City with unlimited complimentary seats at the monthly Rancho Cordova Luncheon.

ARTICLE II. Payment of Grant Funds

- A. Grant funds will be paid quarterly upon submission and approval by the City of Grantee's Progress Reports described in Article III. Except as otherwise specified in this Section, the City shall pay the Provider for all actual costs incurred by the Grantee in providing the services set forth in this Agreement. A specific breakdown of the budgeted cost of the various components of this grant agreement is set forth in the Grantee budget submitted before the start of each fiscal year. Compliance with all other provisions of this Fourth Restated Agreement is also required for Grantee to receive payment of Grant funds.

ARTICLE III. Progress Reports.

- A. The Grantee shall submit to the City Manager, or designee, progress reports every three (3) months after the effective date of the Fourth Restated Agreement. Progress reports will be due on the last day of the month following the end of each quarter, i.e. progress report for work and expenses July through September will be due by October 31, October through December will be due by January 31, etc.
- B. Progress reports shall consist of (1) a one-page narrative of work accomplished during the reporting period in the three primary focus areas; Community Events & Support, Arts in Rancho Cordova, and Youth Sports in Rancho Cordova, and (2) a completed Financial Status Report in a format determined by the City Manager or Finance Director. City may require additional information or increased frequency of reporting to address the conditions and deliverables as described in Article V.
- C. Progress reports must include a comparison of actual accomplishments to the objectives indicated in this Agreement, including measurement against agreed-upon metrics and outcomes, as well as the work program to be approved by the City Manager. Reports must include reasons for slippage if established objectives were not met. A goal of this agreement is to foster civic engagement among additional groups in the community, including newcomer groups, continue the advancement of arts and culture in the community, and increase the participation, caliber, and accessibility of youth sports. All progress reports should reflect efforts in this area. In calendar year 2026, the reports will also include information on the ways that the United States Semiquincentennial was recognized and celebrated at various events in Rancho Cordova.

- D. Before the City pays grant draw downs, the Grantee will submit progress reports. The City retains the authorization and discretion to delay or deny payment if progress reports are incomplete, do not reflect substantial progress toward delivery of outcomes, or demonstrate that funds were used for activities other than those covered in Article V.

ARTICLE IV. Default

A default under this Agreement shall consist of using grant funds for a purpose other than as authorized by this Agreement, noncompliance with legislative, regulatory, or other requirements applicable to this Agreement, any other breach of this Agreement, or any misrepresentation in the proposal submission.

ARTICLE V. Additional Provisions

- **Project Description.** This is a community capacity-building project characterized by the expected outcomes listed in Section C below.
- **Changes or Clarification to the Proposal Related to Participating Parties:**
 - The Grantee may elect to sub-contract a portion of this grant to accomplish the goals of the grant and deliver services or products.
- **Outcomes.** Grantee's activities will deliver the following outcomes during the two years of this Agreement:
 - Provide leadership and assist with ad-hoc community pride and outreach partnerships as appropriate and timely for community projects championed by the City;
 - Provide advice and support to local nonprofit organizations, i.e., fiscal agent services under certain mutually agreeable circumstances; grant application consultation; meeting room space when available; professional assistance and advice on nonprofit operations;
 - Volunteers play a critical role in the success of the community events hosted and organized by the Grantee. From Kids Day to the Christmas Tree Lighting and everything in between, volunteers support nearly every event. Assist in the formation and maintenance of volunteer councils as appropriate to facilitate communication between the community and the City and grow the capacity of volunteer activity;
 - Support and grow the rich and diverse culture of the community through activities which support the appreciation of history, arts and culture, including the United States Semiquincentennial in 2026;
 - Support and provide leadership for collaborative approaches to event presentation in the community;
 - Be responsible for scheduling a diverse representation of leaders from the faith community to offer the invocation at City Council meetings;

ITEM 16.2.

ATTACHMENT 2 Contract No. 2025-202

- Provide leadership, implementation and organize volunteer participation to nurture and sustain current citywide events, including but not limited to:
 - Memorial Day Observance honoring those who served the nation in time of war and peace. Memorial Day includes a musical tribute and recognition ceremony.
 - Veterans Day will be honored with an installation of American flags posted along Folsom Blvd. or other mutually acceptable location(s). On Veterans Day, a blood drive is organized and held at City Hall.
 - MACC features exhibits by local artists, workshops, history displays, cultural demonstrations, musical performances, etc. (10+ exhibits/ year).
 - Community Volunteers Awards is a public event celebrating and inspiring volunteerism in the community while raising the profile of outstanding volunteer efforts (attendance is approximately 180 people).
 - Kids Day in the Park is a festival geared to families of small children. It is also a health and resource fair with providers on hand (attendance exceeds 5,000 kids and adults).
 - iFest is a festival celebrating the ethnic diversity of the community and reaching out to newcomer groups by offering to showcase their cultural heritage. More than a dozen international cultures are represented by just the performing groups (attendance is approximately 3,000).
 - Fourth of July is a two-day festival and parade celebrating the local community and our American heritage (attendance is approximately 25,000 for the festival and fireworks and 10,000 for the number who watch or participate in the parade). This may also include a fun run.
 - Moonlight Movies is a series of free Friday nights out for the whole family to enjoy in the month of June (approximately 300 movie goers attend).
 - Summer Concerts is a series of free Friday nights out for the whole family to enjoy in the month of August (approximately 1,000 visitors during the free summer concerts).
 - In 2026, the 25th anniversary of 9/11, paying tribute to the victims and honoring the survivors of the September 11, 2001, attacks. This may include a musical tribute and ceremony. It may also include an exhibit.
 - State of the City is a civic gathering during which the Mayor of Rancho Cordova delivers a “State of the City Address” (attendance is approximately 250).
 - Christmas Tree Lighting is a public event inspiring community unity, showcasing community life, and promoting local businesses and nonprofits. The celebration attracts more than 5,000.
 - Sports Hall of Fame is a gala event in which Rancho Cordova sports legends receive their honor (attendance is approximately 400).
 - Rancho Cordova Luncheon is a monthly event that attracts approximately 100 people each third Friday. It’s the longest-running regular public event of its kind in Rancho Cordova.
 - In 2026, the United States Semiquincentennial efforts will be led by Grantee and layered on several of the signature events for the year.

ITEM 16.2.

ATTACHMENT 2 Contract No. 2025-202

- Partner with the Rancho Cordova Athletic Association (RCAA) to increase participation and caliber of youth sports in Rancho Cordova, where the motto “Where all kids play” is applied; and
 - Grow the RCAA with more leagues and more athletes (increase league registration by 5% in calendar year 2026 and 5% in 2027) thereby strengthening league stability.
 - Improve and expand traditional forms of outreach, including signage programs, flyer distributions and improved special event profiles (using year-to-year enrollment data to measure effectiveness).
 - Improve playing conditions to retain Rancho Cordova youth athletes.
 - Achieve citywide consistency in creating a positive and elevated youth sports culture.
 - Create an elevated youth sports culture that will encourage parents to participate in Rancho Cordova offerings.
 - Create equitable access to youth sports by clearing away financial barriers including field usage for participating RCAA leagues/teams.
 - Increase volunteer support and introduce children of all income groups to the benefits of youth sports competition.
 - Improve general physical and mental health of children in the community gained through participation in recreational sports, where children get exercise, make friends, and learn teamwork.
- Continue the advancement and availability of arts in the city by finding creative ways to expand and evolve the Rancho Cordova arts community.
 - Hold thought-provoking displays and events in addition to providing high-quality art experiences and entertainment for all to enjoy, including visual and performing.
 - Continue to elevate The MACC by being a place for art and artists.
 - Strive to create a city that is a “place for art and artists.”
 - Ignite a passion for the arts in children at an early age.
 - Reach the broadest possible population.
 - Recruit, train, and manage volunteer curators, docents, and offer hands-on participation.
 - Search for ways to extend offerings for school field trips.
 - Build new partnerships in the community for the long-term sustainability of arts and cultural offerings.
 - Provide a place for Rancho Cordova artists to develop artistic skills and display their art.
 - Use art as a tool to move the community culture forward by providing artistic and cultural exhibits which are sensitive to community cultural challenges.

ARTICLE VI: Term and Funding.

The term of this Agreement is from July 1, 2025, through June 30, 2027, to accomplish continuity and stability of year-round community events. Subject to the provisions of the Agreement and City Council approval during the budget approval process, the City will make grant funds available

ITEM 16.2.

**ATTACHMENT 2
Contract No. 2025-202**

to Grantee for operational expenses for the purpose of delivering outcomes in the form of services and products as follows:

A. Year 1 (FY 2025-26): One Million Six Hundred Fifty-Five Dollars (\$1,655,000) in grant funds will be made available to the Grantee from July 1, 2025, through June 30, 2026.

B. Year 2 (FY 2026-27): One Million Six Hundred Eighty Dollars (\$1,680,000) in grant funds will be made available to the Grantee from July 1, 2026, through June 30, 2027.

The above amounts are subject to the City's budget approval process and as such may be amended by a majority of the Council during the budget approval and amendments process.

In witness whereof, the Parties have executed this Fourth Restated Grant Agreement as of the effective date first written above.

**CORDOVA COMMUNITY COUNCIL
FOUNDATION (GRANTEE)**, a California
public benefit corporation

By: Shelly Blanchard
Its: Executive Director

CITY OF RANCHO CORDOVA, a
California municipal corporation

By: Micah Runner
Its: City Manager

ATTEST:

By: Stacy Leitner
Its: City Clerk

ITEM 16.2.

ATTACHMENT 2
Contract No. 2025-202

APPROVED AS TO FORM:

By: Adam U. Lindgren
Its: City Attorney

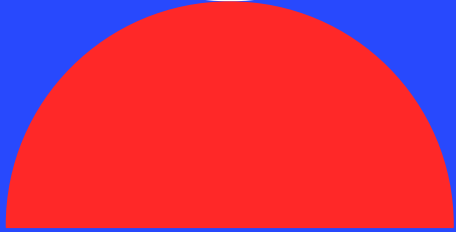
Fourth Restated Grant Agreement with Cordova Community Council

October 6, 2025



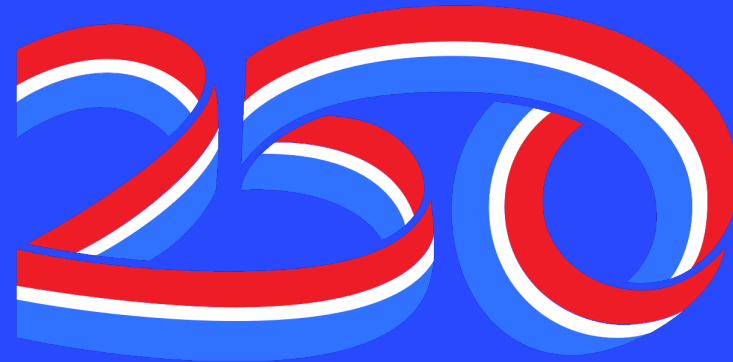
Overview

- City of Rancho Cordova has given grant funds to Cordova Community Council since 2007 to create a professionally managed umbrella organization for Rancho Cordova non-profits with a focus on:
 - Community Events that create a sense of community for residents
 - Volunteer management and fundraising
 - Arts and Culture in Rancho Cordova
 - Youth Sports in Rancho Cordova
- Fourth Restated Grant Agreement will cover the time period of July 1, 2025 – June 30, 2027
 - Focus on adding capacity and leadership succession
 - Incorporates ongoing Measure H programs into the grant agreement to allow for longer-term planning
 - Not to exceed grant amount of \$1,655,000 in FY 25/26 and \$1,680,000 in FY 26/27



CORDOVA
COMMUNITY
COUNCIL

AMERICA

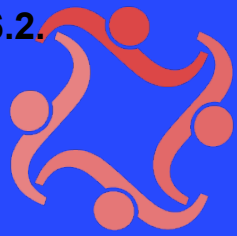




Agenda

- Who we are
- What we do
- 2025 Highlights
- 2026 Goals





Who we are

Founded in 1959 to foster collaboration in community life

We have nurtured this idea for 65 years

The spirit of working together to create a vibrant Rancho Cordova is still a hallmark of community life

We helped establish the City of Rancho Cordova by petitioning for incorporation

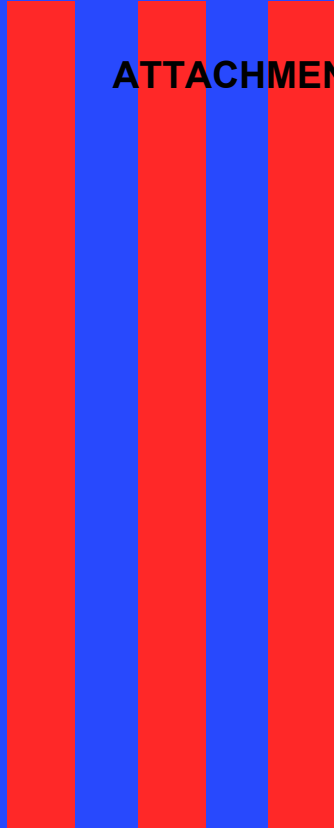
We encourage and honor volunteerism

We help you fall in love with our City



More than 200 event days in 2025

- Date Night Volunteer Recruitment
- Community Volunteer Awards
- Kids Day in the Park
- iFest International Festival
- Memorial Day Observance
- Fourth of July Parade, Mile Run, Festival and Fireworks
- Moonlight Movies
- Friday Night Concerts
- Sports Hall of Fame
- Heartstoppers Haunted House
- State of the City
- Veterans Day Observance
- Community Christmas Tree Lighting



2025

MACC Magic

MACC events accounted for more than 100 event days

11 Concerts

25 Art workshops

Artist professional development classes

Artist talks/receptions and solo shows in the upstairs

Spotlight Gallery to highlight local artists

Micro Masterpieces has raised \$50,000 for art supplies for Rancho Cordova students and their teachers



RCAA: *Where all kids play*

- Support leagues in field/court enhancements
- Remove financial barriers to player participation
- Develop coaches and athletes to compete with character on and off the field
- Help raise profile of youth sports



2024 growth: 13% 2025 growth: 52%

Build a sports destination at Cordova High Sports

In partnership with FCUSD trained 200 student athlete influencers at our annual Athlete Character Combine

Engaged student athletes in community service at Kids Day, iFest, Veterans Day, Christmas Tree Lighting

2026 Goals

Grow our Volunteer Community

Deliver great events that are fun and boost community love and City pride

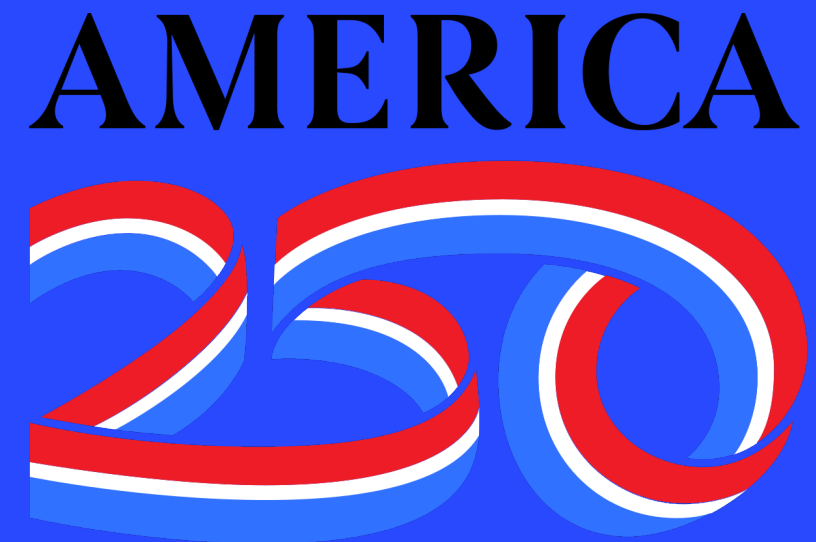
Identify community gaps and fill them

Grow youth sports participation by 5% while building better athletes and better people

Make Rancho Cordova the place for art and artists

Implement a robust succession strategy for the Cordova Community Council

Coordinate and plan activities which mark the 250th Anniversary of the United States of America by making Rancho Cordova an active participant in America 250



Celebrating the Semiquincentennial

Memorial Day through the Fourth of July

Kids Day: 'America, the Beautiful'

iFest: 'Out of many, one' * E Pluribus Unum

Memorial Day: It's a Grand Old Flag

Moonlight Movies

Rancho Cordova Fourth of July Parade

Rancho Cordova All America Run

Rancho Cordova Festival and Fireworks

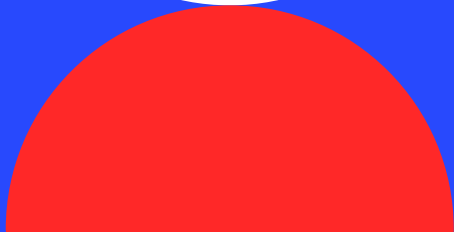
Develop America**250** assets

Align with the national America**250** organization and assure
Rancho Cordova representation

Renew a love of America * Experience beauty of our country

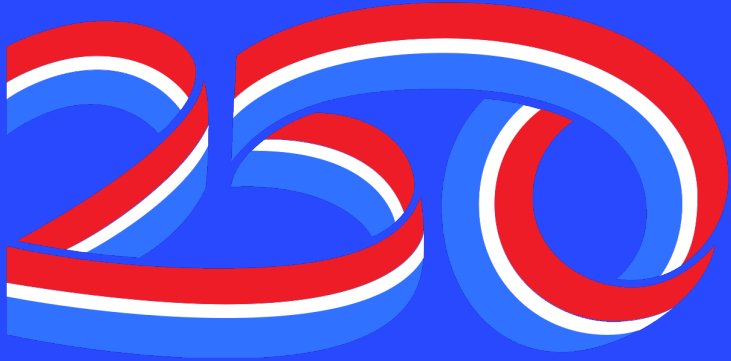
Volunteer * Ignite our spirit of adventure and innovation





CORDOVA
COMMUNITY
COUNCIL

AMERICA



Recommendation

Adopt Resolution Authorizing the City Manager to Execute the Fourth Restated Grant Agreement with the Cordova Community Council Foundation

MEMORANDUM



ITEM 16.3.

DATE: October 6, 2025
TO: Honorable Mayor and Council Members
FROM: Micah Runner, City Manager
Adam Lindgren, City Attorney
SUBJECT: **DISCUSSION AND POSSIBLE ADOPTION OF A RESOLUTION
ADOPTING A CODE OF CONDUCT FOR THE CITY COUNCIL, CITY
COMMISSIONS, AND CITY BOARDS**

RECOMMENDATION

Adopt the Resolution.

RESULT OF RECOMMENDED ACTION

Adoption of the Resolution would approve of the Code of Conduct and establish a framework for conduct within the City of Rancho Cordova.

BACKGROUND

At the July 7, 2025, City Council meeting, staff was directed to bring forward a Code of Conduct for the City Council to discuss and potentially adopt at a future meeting. Currently, the City of Rancho Cordova does not have a Code of Conduct for the City Council, City Commissions, and City Boards.

City Councils across California adopt Codes of Conduct to guide interactions among elected officials, staff, and the public. Such documents reinforce the city's commitment to respectful governance, transparency, and effective decision-making. Residents, businesses, organizations, and staff of the city are entitled to have fair, ethical, respectful, and accountable local government. Establishing guidelines within a Code of Conduct establishes clear expectations for behavior and interactions that promote effective governance, strengthen public confidence, and foster a positive and respectful work environment.

In many cities, Codes of Conduct are resolutions, policies, or included within City Council Procedure Handbooks, which also outline meeting processes, decision-making protocols, and expectations of conduct. Attached are some examples for the Council's reference ([Attachments 2-5](#)).

Adoption of a Code of Conduct for the City Council, City Commissions, and City Boards will serve as a framework of guiding principles, including acting in the public interest, demonstrating honesty and fairness, respecting diverse views, supporting civility and inclusion, complying with

the law, avoiding impropriety, respecting staff roles, maintaining confidentiality, and committing to transparency and accountability.

FISCAL IMPACT AND FUNDING SOURCE

There is no fiscal impact.

ATTACHMENT(S)

1. Resolution
2. City of Sacramento Council Rules of Procedure
3. City of Folsom Governance Manual
4. City of Folsom Code of Ethics and Conduct
5. Town of San Anselmo Rules of Decorum Resolution

CITY OF RANCHO CORDOVA

RESOLUTION NO. XX-2025

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA,
STATE OF CALIFORNIA, ADOPTING A CODE OF CONDUCT FOR THE CITY COUNCIL
CITY COMMISSIONS AND CITY BOARDS**

WHEREAS, the City Council and appointed officials hold positions of public trust, and the residents, businesses, organizations, and staff are entitled to a local government that is fair, ethical, respectful, and accountable; and

WHEREAS, the City Council understands the value of a citywide perspective and adopted Resolution No. 74-2024 on June 3, 2024, to ensure all members of the City Council continue to serve all the people of Rancho Cordova regardless of the method by which City Council Members are elected; and

WHEREAS, the City Council recognizes that elected and appointed officials are expected to uphold the highest standards of integrity and professionalism and that their actions and decisions should consistently reflect honesty, fairness, transparency, and accountability; and

WHEREAS, adopting a Code of Conduct establishes clear expectations for behavior, decision-making, and interactions that promote effective governance, strengthen public confidence, and foster a positive and respectful work environment; and

WHEREAS, this Code of Conduct serves as a framework of guiding principles, including acting in the public interest, demonstrating honesty and fairness, respecting diverse views, supporting civility and inclusion, complying with the law, avoiding impropriety, respecting staff roles, maintaining confidentiality, and committing to transparency and accountability; and

WHEREAS, this Code of Conduct is intended to be largely self-enforcing, with the expectation that officials will embrace its provisions, encourage their colleagues to do the same, and accept accountability for violations, which may result in education, warnings, censure, or removal in the case of appointed officials.

NOW, THEREFORE, BE IT HEREBY RESOLVED THE CITY COUNCIL OF THE CITY OF RANCHO CORDOVA approves a Code of Conduct for the City Council, City Commissions, and City Boards to agree to comply with the following principles:

A. Norms and Expectations

- a. Conduct ourselves in a professional manner, treating each other, staff, and members of the public with dignity, courtesy, and respect and refrain from inappropriate behavior and derogatory comments;
- b. Put constituents first at all times and place the interests of the City of Rancho Cordova above personal or private interests;
- c. Value all opinions, be tolerant of new and different ideas, and encourage creativity and innovation;
- d. Be attentive to others, limiting interruptions and distractions;
- e. Be candid with each other about ideas and feelings, and resolve conflicts directly;

- f. Place clear and realistic expectations on staff resources and time when requesting action;
 - g. Start and end meetings on time, work from an agenda, and be present, attentive, and prepared;
 - h. Be fair, impartial, and unbiased when voting on quasi-judicial actions;
 - i. Recognize that matters of a confidential nature are to be kept private and undisclosed;
 - j. Respect the Council-Manager form of government, and do not interfere with the City Manager's role or the professional duties of city staff;
 - k. Understand that the City Council, City Commissions, and City Boards act as bodies; all members are equal, direction is given and when direction is given by majority vote, all members will respect and support the body's direction.
- B. Conduct Among Members of the City Council, City Commissions, and City Boards
 - a. Value each other's time;
 - b. Respect each other's opportunity to speak and, if necessary, agree to disagree;
 - c. Avoid offensive negative comments and practice civility and decorum during discussions and debate.
- C. Conduct with City Manager and Staff
 - a. Direct the City Manager to implement Council's policy decisions through the administrative functions of the city;
 - b. Treat staff professionally and refrain from publicly or directly criticizing individual employees;
 - c. Request answers to questions on agenda items from the City Attorney, Clerk, City Manager, department directors, or division managers prior to the meeting whenever possible;
 - d. Council requests that deal with policy issues and Council requests that may be construed as direction must be directed to the City Manager, except for general inquiries or questions, in which case the Council may go to the department directors or key staff.
- D. Conduct with the Public
 - a. Make the public feel welcome;
 - b. Be impartial, respectful, and without prejudice toward the public;
 - c. Do Not argue back and forth with members of the public;
 - d. Make no promises to the public on behalf of the city.
- E. Conduct with Other Agencies
 - a. Project a positive image of the city when working with other agencies;
 - b. Represent official policies or positions of the city when designated as delegates of a legislative body;
 - c. Explicitly state when opinions and positions do not represent the legislative body when representing their individual opinions and positions, and not allow the inference that they do.

This Code of Conduct is intended for use by the City Council, City Commissions, City Boards, city staff, the City Manager, and the City Attorney; it does not create any right of enforcement by members of the public.

ITEM 16.3.

ATTACHMENT 1

PASSED AND ADOPTED by the City Council of the City of Rancho Cordova on the 6th day of October, 2025 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Siri Pulipati, Mayor

ATTEST:

Stacy Leitner, CMC
City Clerk



Council Rules of Procedure

Resolution No. 2024-0241 Adopted on July 23, 2024



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Chapter I – Authority/Administration

A. General Authorities and Applicability

1. The Charter of the City of Sacramento provides that the city council shall determine its own rules and order of business ([Sacramento City Charter, § 30](#)). These Council Rules of Procedure (“Rules”) apply when not in conflict with the [Charter of the City of Sacramento](#), [Sacramento City Code](#), the Constitution, or laws of the State of California, including the Ralph M. Brown Act ([Government Code, § 54950 et seq.](#)) (Brown Act). Until such time as they are amended or new rules are adopted by resolution, these Rules govern the order and conduct of business of the city council, legislative bodies that meet concurrently with the council, council committees, and council-established boards, commissions, and committees (collectively, “legislative bodies”).
2. These rules are applicable to council-established boards, commissions, and committees, as well as to the persons sitting on those boards, commissions, and committees. Those council-established boards, commissions, and committees that are authorized to adopt rules of procedure shall adopt rules that are consistent with these Rules and may not be in conflict with the Charter of the City of Sacramento, Sacramento City Code, the Constitution, or laws of the State of California.
3. In the absence of council-adopted administrative policies, council staff shall abide by the administrative policies approved by all charter officers.

B. General Administration

1. The council shall review and revise these Rules annually, or as needed.
2. During council discussions, deliberations, and proceedings, the presiding officer has the primary responsibility to ensure that the council, staff, and members of the public adhere to these Rules.
3. Any member who thinks the Rules are being violated may make a “point of order” to call for the presiding officer to enforce the Rules.

C. Amendment

Any rule may be adopted, altered, amended, or repealed by resolution at any time by a majority vote of the council, provided that at least a 120-hour notice of such proposed rule change is given to the councilmembers.

D. Suspension

1. Any rule may be temporarily suspended by a two-thirds vote of all councilmembers present, being not less than five votes.

E. Rosenberg's Rules of Order

To the extent these Rules do not address an issue of parliamentary procedure for legislative body meetings, [*Rosenberg's Rules of Order: Simple Parliamentary Procedures for the 21st Century*](#) shall apply.

Chapter 2 – Duties

A. Duties of Members and Staff

- I. Members and city staff shall conduct the business of the City of Sacramento:
 - a. Recognizing that stewardship of the public interest is of primary concern;
 - b. Working for the common good of the people of Sacramento; and
 - c. Assuring fair and equal treatment of all persons, claims, and transactions coming before the council, council committees, and council-established boards, commissions, and committees.

B. Duties of Mayor and Vice Mayor

- I. The mayor is:
 - a. The presiding officer of the city and of all meetings of the council;
 - b. The official head of the city for performance of duties lawfully delegated to the mayor by the charter;
 - c. Referred to as “chair” or “chairperson” when acting as presiding officer of legislative body meetings other than the council;
 - d. Considered a member of the council;
 - e. Entitled to make and second motions on matters before the council and vote on actions, but possesses no veto power over actions of the council;
 - f. The primary, but not the only, person responsible for interpreting the policies, programs, and needs of city government to the people; and for informing the people of any major change in policies or programs; and
 - g. Empowered, but not exclusively empowered, to make recommendations to the council on all policies and programs that require council decisions; and to perform such other duties as prescribed by the charter.
2. The vice mayor and mayor pro tem shall be elected annually from among the members of the council, other than the mayor, by a majority vote at the council’s first meeting in January.
 - a. In the absence of the mayor from the city or a council meeting, the vice mayor shall possess all powers of the office of the mayor and be subject to all prescribed duties for that office.
 - b. In the absence of the mayor and vice mayor from the city or a council meeting, the mayor pro tem shall possess all powers of the office of the mayor and be subject to all prescribed duties for that office.

Chapter 3 – Conduct of Members

A. Norms and Expectations**I. Members shall:**

- a. Put constituents first at all times;
- b. Treat each other, staff, and members of the public with dignity, courtesy, and respect;
- c. Value all opinions, be tolerant of new and different ideas, and encourage creativity and innovation;
- d. Follow through on commitments and be accountable to each other;
- e. Clarify when items are discussed in confidence and maintain appropriate confidentiality;
- f. Be attentive to others, limiting interruptions and distractions;
- g. Encourage dissent in debate while being mindful not to prolong discourse or block consensus;
- h. Be candid with each other about ideas and feelings, and resolve conflicts directly;
- i. Keep comments clear, concise, and on-topic to maximize opportunities for all to express themselves;
- j. Continuously strive to improve how members work as a team;
- k. Place clear and realistic demands on staff resources and time when requesting action;
- l. Start and end meetings on time, work from an agenda, and be present, attentive, and prepared;
- m. Present problems in a way that promotes discussion and resolution; and
- n. Continually work to build trust in each other.

B. General Conduct**I. Members shall:**

- a. Treat each other and everyone with courtesy and refrain from inappropriate behavior and derogatory comments;
- b. Be fair, impartial, and unbiased when voting on quasi-judicial actions;

- c. Use the speaker sequencing system to inform the presiding officer of their wish to speak and wait to be acknowledged by the presiding officer before speaking, and abide the following for orderly and courteous discussion:
 - (i) Members should permit the majority to express itself and fashion a result, while permitting the minority to also express itself, but not dominate the discussion, while fully participating in the process;
 - (ii) The presiding officer may give preferential speaking order to the councilmember who represents the district of the agenda item;
 - (iii) In the interest of time, the presiding officer may limit the time allotted to speakers, including members of the body;
 - (iv) Members are encouraged to hear comments from other members prior to speaking a second time; and
 - (v) It is usual courtesy for the presiding officer to play a less active role in the debate and discussion and to make a summary or final comments on any item.
- d. Move to require the presiding officer to enforce this chapter, and the presiding officer shall do so upon an affirmative vote of a majority of the members present;
- e. Preserve order and decorum during the meeting;
- f. Not delay or interrupt the proceedings or the peace of the council, nor disturb any member while speaking, by conversation or otherwise, nor disobey the orders of the council, or the presiding officer, except as otherwise herein provided;
- g. Abide by the Confidential Information Policy (Resolution No. 2010-0108) prohibiting disclosure of confidential communications and authorizing public censure for failure to comply with the policy;
- h. Support the laws established by the council; and
- i. Abide by this chapter in conducting the business of the City of Sacramento.

C. Conduct with Members

I. Members shall:

- a. Value each other's time;
- b. Attempt to build consensus on an item through an opportunity for dialogue; but when this is not possible, the majority vote shall prevail, and the majority shall show respect for the opinion of the minority;

- c. Have the right to dissent from, protest, or comment upon any action of the council;
- d. Respect each other's opportunity to speak and, if necessary, agree to disagree;
- e. Avoid offensive negative comments and practice civility and decorum during discussions and debate; and
- f. Assist the presiding officer's exercise of the affirmative duty to maintain order.

D. Conduct with City Manager and Staff

I. Members of the city council shall:

- a. Speak to the city manager directly on issues and concerns;
- b. Direct the city manager to implement council's policy decisions through the administrative functions of the city;
- c. Treat staff professionally and refrain from publicly criticizing individual employees;
- d. Avoid involvement in personnel issues except during council closed sessions regarding council-appointed staff, including but not limited to the city attorney, city auditor, city clerk, city manager, city treasurer, or director of the office of public safety accountability;
- e. Discuss directly with the city attorney, city auditor, city clerk, city manager, city treasurer, or director of the office of public safety accountability as appropriate, any displeasure with their department or staff; and
- f. Request answers to questions on council agenda items from the city attorney, city auditor, city clerk, city manager, city treasurer, or director of the office of public safety accountability, department directors, or division managers prior to the meeting whenever possible.

2. General Direction

- a. Council requests that deal with policy issues and council requests that may be construed as direction must be directed to the city manager, except for general inquiries or questions, in which case the council may go to the department directors or key staff in the City Manager's Office. Members may also deal directly with the city attorney, city clerk, city treasurer, city auditor, or other staff appointed by the council.

E. Conduct with the Public

I. Members shall:

- a. Make the public feel welcome;
- b. Be impartial, respectful, and without prejudice toward the public;
- c. Listen courteously and attentively to public comment;
- d. Not argue back and forth with members of the public; and
- e. Make no promises to the public on behalf of the legislative body.

F. Conduct with Other Agencies

I. Members shall:

- a. Project a positive image of the city when dealing with other agencies;
- b. Show tolerance and respect for other agencies' opinions and issues and, if necessary, agree to disagree;
- c. Represent official policies or positions of the council when designated as delegates of a legislative body;
- d. Explicitly state when their opinions and positions do not represent the legislative body when representing their individual opinions and positions, and not allow the inference that they do (see also Rule 13.A.1.c); and
- e. Have the ability to lobby or discuss issues that have been adopted by legislative bodies or are standing policies of the legislative bodies with other legislators, government officials, applicants, or other interested persons.

G. Conduct with Boards and Commissions

I. Councilmembers shall:

- a. Treat all members of boards, commissions, and committees with appreciation and respect; and
 - b. Refrain from participation at board, commission, and committee meetings with the purpose of influencing the outcome of those meetings.
2. Rule 3.G.1.b does not apply to the Compensation Commission, Sacramento Ethics Commission, or Independent Redistricting Commission.

H. Conduct with the Media

1. Members shall not discuss – or go "off the record" with the media to discuss – confidential or privileged information pertaining to closed sessions, or attorney-client privileged or attorney work product communications, including personnel, litigation, or real property negotiations.
2. Providing non-confidential, non-privileged background information is acceptable.

I. Ethical Conduct

1. Members shall conduct themselves in accordance with the Sacramento City Code of Ethics ([Sacramento City Code § 4.02](#)) including but not limited to:
 - a. Members shall comply with the citywide nepotism policy adopted or approved by city council resolution.
 - b. Members shall comply with the citywide whistleblower protection policy adopted or approved by city council resolution.
 - c. Members shall receive ethics training material, as required by Assembly Bill 1234 within 30 days of taking office and at least every two years.
 - d. Members shall receive sexual harassment training material, as required by Assembly Bills 1825 and 1661 within 30 days of taking office and at least every two years.
 - e. Members shall follow the Political Reform Act and Fair Political Practices Commission regulations.
 - f. Members shall conduct themselves in accordance with such policies and training.

Chapter 4 – Conduct of City Staff

A. General Conduct**I. Staff shall:**

- a. Prepare well-written staff reports and provide accompanying documents on all agenda items in accordance with the agenda format and preparation schedule;
 - b. Be available for questions from members in accordance with the [Brown Act](#) prior to and during meetings;
 - c. Respond to questions from the public during meetings only when requested to do so by members or the city manager;
 - d. Refrain from arguing with the public or members; and
 - e. Switch electronic equipment such as cellular telephones to silent or off mode during council meetings.
2. Staff shall remain objective on issues and not be advocates for issues unless so directed by the legislative body.
 3. To the extent permitted by the [Brown Act](#), the city manager and staff shall, as soon as possible, inform the mayor and members representing the districts affected of controversial, significant-impact issues that are coming before the legislative body.
 4. The city manager shall advise management staff of potentially political or controversial issues coming before the legislative body and direct staff to be present and appropriately prepared.
 5. The city manager shall make available an informational briefing for members' staff for items affecting the city and items on, or potentially on, the council agenda. Briefings shall include necessary department staff and shall take place as soon as possible.

Chapter 5 – Conduct of the Public

A. General Conduct**I. Decorum.**

- a. Members of the public attending council meetings shall observe the same rules and decorum applicable to the members and staff as noted in chapters 3 and 4 of these Rules.
- b. No person shall engage in conduct that is intended to or is likely to provoke violent or riotous behavior, nor shall any person engage in conduct that disturbs the orderly conduct of the council meeting. Examples of disorderly conduct include:
 - (i) Feet-stamping.
 - (ii) Whistling or other abrupt noises.
 - (iii) Yelling or shouting or interrupting a speaker who is addressing the council.
 - (iv) Organized silent demonstrations and other demonstrations intended to disturb the progress of the meeting.
 - (v) Physically threatening conduct.
 - (vi) Verbal threats.
 - (vii) Banging, slamming, or throwing objects.
 - (viii) Interfering with other attendees' ability to participate or address the council.
 - (ix) Entering areas of the chamber not intended for the public.
 - (x) Incitement to commit unlawful or disturbing acts or disrupt proceedings.
 - (xi) Refusing to abide speaker time limits and leave the podium when directed.
 - (xii) Placing physical objects in a manner that creates a disturbance or disrupts proceedings.
 - (xiii) Interjection when not at the podium.
 - (xiv) Refusing to heed the presiding officer's call for order.

- (xv) Approaching the podium or dais without permission of the presiding officer.
 - (xvi) Signs may not be mounted to any solid item that would facilitate holding or waving and may not impede the view of other attendees.
- c. Enforcement. In addition to the presiding officer, the decorum officer and the sergeant-at-arms shall have primary responsibility for enforcing council meeting decorum. Additionally, any member may at any time call for a point of order, to request the timely enforcement of these rules of decorum.
- (i) The presiding officer shall request that a person who is breaching the rules of decorum cease the conduct. If the person does not cease the conduct immediately, the presiding officer may order the person to leave the council meeting or order the sergeant-at-arms to remove the person.
 - (ii) The decorum officer, who shall be a council-selected person who sits on the dais, may also exercise the duties of the presiding officer in Rule 5.A.1.c.(i) above.
 - (iii) The sergeant-at-arms shall assist in enforcing the rules of decorum, including removing disorderly persons upon order of the presiding officer or decorum officer.
 - (iv) If decorum cannot be maintained in council chambers, the presiding officer may take a recess so that decorum can be established.
 - a. If any meeting is willfully interrupted by any person or groups of persons so as to render the orderly conduct of such meeting unfeasible and order cannot be maintained by the removal of individuals who are willfully interrupting the meeting, the members of the legislative body conducting the meeting may order the meeting room cleared and continue in session. ([Government Code, § 54957.9](#)).

The presiding officer shall direct the sergeant-at-arms to allow the following to attend the remaining session:

- i. Once decorum is restored, allow all participants back into council chambers; or
- ii. Once decorum is restored, allow all persons, with the exception of any individuals identified by the presiding officer or decorum officer who were willfully interrupting the meeting or participating in the disturbance, back into council chambers; or

- iii. Once decorum is restored, allow only credentialed representatives of the press or other news media, except those participating in the disturbance, back into council chambers.
 - (v) If it is unfeasible to continue the orderly conduct of the meeting in the council chambers the council will continue the meeting in another room at the City Hall Complex and only city staff, credentialed members of the press or other news media, except those participating in the disturbance, will be allowed into the meeting.
 - 2. Lobbyists shall identify themselves and the client(s), business, or organization they represent before speaking to the council ([Sacramento City Code, § 2.15.160](#)).
- B. Addressing the City Council
- 1. Purpose of public comment. During regular meetings, the city provides opportunities for the public to address the council as a whole in order to listen to the public's opinions regarding agendized items and unagendized matters within the subject matter jurisdiction of the city. At all other (special) meetings, public comment is limited to agendized items.
 - a. Public comments should not be addressed to individual members nor to city officials, but rather to the council as a whole regarding city business. Comments should be directed to the council and not the audience.
 - b. While members of the public may speak their opinions on city business, personal attacks on members and city officials, use of swear words, and signs or displays of disrespect for individuals are discouraged as they impede good communication with the council.
 - c. Consistent with the [Brown Act](#), the public comment periods on the agenda are not intended to be "question and answer" periods or conversations with the council and city officials. The limited circumstances under which members may respond to public comments are set out in Rule 8.D.2.
 - d. Members of the public with questions concerning consent calendar items may contact the staff person or the member whose district is identified on the report prior to the meeting to reduce the need for discussion of consent calendar items and to better respond to the public's questions.
 - e. The presiding officer may stop a member of the public whose comments are not confined to the agendized item being heard. During the public comment portion of the agenda, the presiding officer may stop a member of the public whose comments are not within the subject matter jurisdiction of the city.
 - 2. Speaker time limits. In the interest of facilitating the council's conduct of the city's business, the following time limits apply to members of the public (speakers) who wish to address the council during the meeting.

- a. Matters not on the agenda: two minutes per speaker.
 - b. Consent calendar items. The consent calendar is considered a single item and speakers are therefore subject to the two-minute time limit for the entire consent calendar. Consent calendar items can be pulled at a member's request and will be considered individually, with up to two minutes of public comment per speaker.
 - c. Discussion calendar items: two minutes per speaker.
 - d. Time limits per meeting. In addition to the above time limits per item, the total amount of time any one speaker may address the legislative body at a meeting is eight minutes.
 - (i) Each speaker shall limit their remarks to the specified time allotment.
 - (ii) The presiding officer shall consistently utilize the timing system, which provides speakers with notice of their remaining time to complete their comments. A countdown display of the allotted time will appear on the screen behind the dais.
 - (iii) In the further interest of time, speakers may be asked to limit their comments to new materials and not repeat what a prior speaker said. Organized groups may choose a single spokesperson who may speak for the group, but with no increase in time.
 - (iv) Speakers shall not concede any part of their allotted time to another speaker.
 - (v) The presiding officer may further limit, or expand, the time allotted for public comments per speaker or in total for the orderly conduct of the meeting; such limits shall be fairly applied.
2. Speaker slips. Members of the public in chambers wishing to speak to the legislative body must submit to the city clerk a completed speaker's slip indicating the agenda item or matters not on the agenda item that they wish to address before the item is called.

C. Electronic Devices

1. Members of the public shall turn their electronic devices that are capable of emitting sound – including cellular telephones, personal data devices, digital tablets, laptop computers, etc. – to the off- or silent-mode during council meetings.
2. Cameras. Cameras and recording equipment may be used during council meetings only if:
 - a. The devices are silent during use;
 - b. The devices are used in a manner and at locations that do not impede walkways or others views of the meeting or disrupt the conduct of the meeting;
 - c. Continual lighting may not be used with video recording; and
 - d. Flash photography is not allowed.

D. Speaker Location and Documents

1. Members of the public shall not approach the dais without the express consent of the presiding officer or city clerk.
2. Members of the public wishing to address the legislative body must approach the podium when recognized by the presiding officer or city clerk and speak only from the podium.
3. Members of the public may make oral communications but may not display any content on the overhead screens or otherwise. Members of the public wishing to provide documents to the council shall comply with Rule 7.D.

Chapter 6 – Meeting Types and Schedules

A. Regular Meetings

1. The city council shall hold regular meetings and provide the time, place, and manner of holding its meetings by annual resolution. A majority of regular council meetings must be held after 5:00 p.m. All meetings of the council must be open to the public, except as permitted by state law ([Sacramento City Charter, § 31](#)).
2. The city council shall generally meet on Tuesdays at either 2:00 p.m. or 5:00 p.m. in the City Hall Council Chamber, 915 I Street, First Floor, Sacramento, California, except as otherwise stipulated in the adopted meeting schedule.
3. City council standing committees shall generally meet on Tuesdays at 11:00 a.m. in the City Hall Council Chamber, 915 I Street, First Floor, Sacramento, California, except as otherwise stipulated in the adopted meeting schedule.
4. City boards, commissions, and committees shall hold regular meetings and provide the time, place, and manner of holding its meetings, according to the council-adopted meeting schedule. All meetings of the city's legislative bodies must be open to the public, except as permitted by state law. The city council shall annually, and as needed, adopt a meeting schedule for all city legislative bodies.
5. City boards, commission, and committees shall generally meet at either 11:00 a.m., 1:00 p.m., or 5:30 p.m. at the City Hall Complex, 915 I Street, Sacramento, California, except as otherwise stipulated in the council-adopted meeting schedule.

B. Adjourned Meetings

As permitted by law, the legislative body may adjourn any regular, adjourned regular, special, or adjourned special meeting to a time and place specified in the motion of adjournment.

C. Special Meetings

1. The mayor or a majority of the members of the City Council may direct the city clerk to call a special meeting by providing notice 24-hours in advance of the meeting to the mayor, to all members, and to all media outlets and persons having requested in writing notification of such meetings pursuant to state law.
2. Whenever practicable, special meetings must take place in the council chamber and be video streamed live and recorded for viewing later.

D. City Council Emergency Meetings

1. In the case of an emergency situation involving matters upon which prompt action is necessary due to the disruption or threatened disruption of public facilities or services, the City Council may hold an emergency meeting without complying with either the 120-hour (regular meeting) or 24-hour (special meeting) notice and

posting requirements but shall otherwise comply with the [Sacramento City Code § 4.04](#) and [Brown Act](#) procedures generally stated below.

2. Each local newspaper of general circulation and radio or television station that has requested notice of emergency meetings pursuant to the [Brown Act](#) shall be notified by the City Clerk, or designee thereof, at least one hour prior to the emergency meeting, or in the case of a dire emergency, at or near the time that the presiding officer or designee notifies the members of the emergency meeting.
3. This notice shall be given by telephone call or text message to the numbers provided in the most recent request for notification.
4. In the event that telephone services are not functioning, the notice requirements of this section are deemed waived, and the legislative body, or designee of the legislative body, shall notify those newspapers, radio stations, or television stations of the emergency meeting, the purpose of the meeting, and any action taken at the meeting as soon after the meeting as possible.
5. During an emergency meeting, the legislative body may meet in closed session pursuant to the [Brown Act](#) if agreed to by a two-thirds vote of the members present, being not less than five votes of the council.
6. All special meeting requirements in the [Brown Act](#) are applicable to an emergency meeting, except for the 24-hour notice and posting requirement.
7. The minutes of an emergency meeting; a list of persons who the presiding officer of the legislative body, or designee of the council, notified or attempted to notify; a copy of the roll call vote; and any actions taken at the meeting, shall be posted for a minimum of ten days in a public place as soon after the meeting as possible.

E. Closed Sessions

1. Closed sessions generally shall be special meetings held immediately prior to regular meetings.
2. In accordance with the [Brown Act](#), the public may speak regarding any closed session item prior to the closed session.
3. All closed session information, verbal or written, is privileged and confidential and shall not be shared with any person not at the closed session. Any member sharing information in violation of this rule may be subject to censure by the council consistent with the council's confidentiality policy then in effect.
4. The city attorney shall report out in public session any reportable actions that were taken by council and the vote on such actions in accordance with the [Brown Act](#).
5. For closed sessions related to appointive-officer performance evaluations and compensation, see Chapter 18.

F. Public Hearings

1. The city clerk shall set council hearing dates and notify the council via the preliminary draft agenda on all matters that require a notice and public hearing before the council, such as matters received from the planning division and appeals to the council.
2. Public hearings will not be withdrawn or continued without the full knowledge and concurrence of the councilmembers within whose districts/jurisdiction the issue resides.
3. The council may refuse to grant a continuance of any hearing unless there is a valid legal reason why the hearing must be continued.
4. Continuances.
 - a. Any person (applicant, appellant, or designated representative) scheduled for a public hearing before the legislative body:
 - (i) May obtain one continuance for a period not to exceed the second regular meeting after the original scheduled hearing date, as a matter of right, without personally appearing on the scheduled hearing date, provided a written request for the continuance must be delivered to the city clerk by noon on the day prior to the scheduled public hearing. Any person who has once obtained a continuance by any procedure may not obtain a subsequent continuance under this Rule 6.F.4.a(i).
 - (ii) Who wants to obtain a continuance of the hearing beyond the second regular meeting after the original scheduled hearing date, or who has not notified the city clerk as provided in Rule 6.F.4.a(i), may obtain a continuance only by appearing before the legislative body at the time the original hearing is scheduled and requesting a continuance. This continuance is not a matter of right and will not be granted unless the legislative body is satisfied that good cause exists for the continuance and that a substantial number of people will not be inconvenienced by such continuance.
 - (iii) Who has once obtained a continuance of a hearing either by notice to the city clerk under Rule 6.F.4.a(i) or by personal appearance under Rule 6.F.4.a(ii) may obtain a further continuance only by appearing before the legislative body at the scheduled hearing and satisfying the legislative body that extraordinary circumstances exist that would justify this second continuance.

- (iv) Who has twice obtained a continuance of a hearing may obtain an additional continuance only by appearing before the legislative body at the scheduled hearing and satisfying the legislative body that a miscarriage of justice would result from the refusal of the legislative body to grant a continuance.
- b. City staff may obtain a continuance based on the need of the originating department or on behalf of a member. Department staff may request, via the city clerk, as many continuances as needed to complete and ready the project or appeal for the hearing process; however, staff may not serve as a requestor on behalf of an applicant or appellant.
- c. Any organized group of residents or neighborhood associations not recognized as an applicant or appellant may contact their councilmember and request a continuance as needed to complete and ready the project or appeal for the hearing process. The member, in their sole discretion, may request the legislative body approve the continuance for good cause.
- d. At the meeting when the hearing is scheduled, but before the hearing starts, any member may request the council approve a continuance.
- e. Disputes regarding the length of a continuance will be decided by the council at the scheduled hearing if city staff or the city clerk cannot obtain mutual agreement between the parties beforehand.

G. Teleconference Meetings

- a. Members of the City Council may participate via a teleconference platform only in accordance with the [Brown Act](#).

H. Televised Meetings

- a. City Council meetings held in the council chambers are generally telecast via local television and available live via video streaming on the city's official [website](#) and recorded for viewing later.
- b. Standing committee and city established board, committee, and commission meetings held in the council chambers or historic hearing room are available live via video streaming on the city's official [website](#) and recorded for viewing later.

Chapter 7 – Meeting Agendas

A. Requirements for Agenda Item Submission

1. The city manager and city clerk shall develop the agenda for council meetings in consultation with the mayor and/or vice mayor, with the exception of agenda items involving the compensation of charter officers or any personnel that report to the council, which may only be brought forward with the initial approval of the mayor, or recommendation by a majority of the Personnel and Public Employees (P&PE) Committee.
2. Charter officers, the director of the office of public safety accountability, and the Sacramento Housing and Redevelopment Agency executive director may submit staff reports or descriptions of oral reports to the city clerk for placement on the agenda.
3. Department directors, subject to the discretion of the city manager, may submit staff reports, including oral reports, to the city clerk for placement on the agenda.
4. Outside agencies and advisory bodies, and city boards, committees, and commissions may submit agenda items in accordance with the following:
 - a. Items must be sponsored for agenda placement by the mayor, charter officers, or department staff; and
 - a. All agenda items must be submitted in accordance with the agenda packet submission and preparation requirements.
5. Prior to an agenda item being brought to the city council, it should be brought to any relevant city board, committee, or commission and the staff report should include the board, committee, or commission recommendation.

B. Declaration of Policy

1. No ordinance, resolution, motion, or item of business may be introduced or acted upon at a meeting of a legislative body of the city without it appearing on a duly noticed and posted agenda in accordance with [Sacramento City Code § 4.04](#) and the [Brown Act](#). Exceptions to this rule are limited to those provided by state law.
2. No ordinance, resolution, motion, or item of business will be considered that:
 - a. Does not affect the conduct of the business of the City of Sacramento or its powers or duties as a municipal corporation, or
 - b. Supports or disapproves of any legislation or action
 - (i) Of the State of California;
 - (ii) Of the President or Congress of the United States; or

- (iii) Before any officer or agency of the state or nation, unless the proposed legislation or action, if adopted, will affect the conduct of the municipal business or the powers or duties of the City of Sacramento or its officers or employees.

- c. Rule 7.B.2 may be invoked only before public comment or council deliberation on the matter and by five affirmative votes on the question: "Shall the council consider this matter?"

C. Procedures for Submission of Reports

1. A written staff report should be prepared and submitted in accordance with the agenda review procedure and reviewed by the relevant departments including but not limited to finance, city manager, and city attorney.
2. Continued items do not require a new report if there are no changes other than the agenda date. If there is any other change, a new report meeting all applicable requirements must be submitted.
3. Staff reports should include sufficient information for members of the council and the public to understand the action being considered, including any board, commission, or committee recommendation, and the appropriate legislative history.

D. Written Communications from the City and the Public

1. The city clerk shall manage communications to members regarding meeting topics to ensure compliance with the [Brown Act](#).
 - a. Except for records exempt from disclosure under the California Public Records Act ([Government Code, § 54957.5](#), subd. (b)) and otherwise by law, agendas and any other writings distributed to all or a majority of the members of a legislative body for discussion or consideration at a public meeting are disclosable to the public and shall be made available upon request without delay.
 - b. Materials distributed to the members during the meeting shall be available for viewing by the public during the meeting if the materials were prepared by the city or a member, or at the conclusion of the meeting if prepared by another person ([Government Code, § 54957.5](#), subd. (b)).
2. Interested parties or their authorized representatives may address the council by written communications regarding agenda items.
 - a. Written communications received by the city clerk will be delivered to members as soon as possible or at the city council meeting if related to an item on that meeting agenda.

- b. Members of the public may submit comments via the agenda “e-comment” function on the city’s [website](#). E-comments can be submitted and viewed on the city’s website agenda page once an agenda is posted and until adjournment of that meeting. The full e-comment package will be available in the city’s online records library after the conclusion of a meeting.
- c. Documents (20 copies recommended) that members of the public submit to the legislative body at the meeting shall be given directly to the city clerk for distribution and shall not be given directly to the members. The documents will be made available to the public.

E. Preparation of the Agenda Packet

- 1. No later than 120-hours prior to each regularly scheduled meeting, the city clerk shall finalize the agenda packet.
- 2. Agenda Packet Contents.
 - a. The agenda packet will include the agenda, the staff reports, draft resolutions and ordinances, contracts, and other attachments. Items noted as “To Be Delivered” on the agenda will be delivered and published to the city’s [website](#) upon receipt by the city clerk. No item is required to be considered by the legislative body if the applicable written material is not delivered to the members before the meeting and made available to the public at the same time.
 - b. Corrections or supplements to a staff report or other written materials already included in the agenda packet may be delivered separately.
 - c. All agreements on the agenda must be available for review by the council and the public prior to the meeting, or at the meeting location during the meeting, unless determined otherwise by the city attorney.
 - d. Unless waived by a two-thirds vote of council, all city labor agreements and all agreements greater than \$1,000,000 must be posted on the city’s website and be made available to the public at least ten days prior to council action as required by [Sacramento City Code section 4.04.020](#).

F. Distribution of the Packet

- 1. The city clerk shall make available the agenda packet to the councilmembers and post it to the website no later than 120 hours prior to a regularly scheduled meeting.

G. Posting of Agenda

- 1. The city clerk shall post the agenda of each regular meeting of the legislative body at least 120-hours in advance of the meeting in a location that is freely accessible to members of the public, as required by the [Brown Act](#).

2. The city clerk shall maintain an affidavit indicating the location, date, and time of posting each agenda.
3. If technical difficulties occur, the agenda and reports will be published on the city's [website](#) as soon as those difficulties are resolved.

H. Failure to Meet Agenda Deadlines

1. The city clerk shall not, without the concurrence of the city manager and city attorney, accept any agenda item or revised agenda item after the deadlines established and noted in these Rules.
2. Any agenda items or revised agenda items will be reviewed by relevant departments as identified by the agenda workflow approval process.

I. Exceptions to the Agenda Requirement

1. Matters not included on the published agenda may be discussed and acted upon by the legislative body only in the following situations:
 - a. At a meeting during which a majority of the members determine in open session that the matter in question constitutes an "emergency" ([Government Code, § 54956.5](#)); or
 - b. Upon a determination by two-thirds of the members, or if less than two-thirds are present by unanimous vote of the members present, that:
 - (i) There is a need to take immediate action; and
 - (ii) The need for action came to the attention of the city after the agenda had been posted.

J. Order of Business and Types of Agenda Items

The order of business should be carried out as listed on the agenda in the order as set out below; however, the presiding officer may reorder the items at the meeting, unless members object. Members may request items be reordered by motion.

1. Closed Session: confidential discussions with the legislative body as permitted by the [Brown Act](#).
2. Special Presentations/General Communications: the presentation and receipt of ceremonial resolutions and recognitions not requiring formal legislative body action. Special presentations are limited to two per meeting and no more than five minutes each.
3. Consent Calendar: considered one item, consisting of matters routine in nature and not likely to be subject to debate or inquiry by the members or the public; typically adopted in one motion.

4. Public Hearings: duly noticed hearings as mandated by local, state, or federal law, providing an opportunity for public review and comment of a proposed action by the council.
 5. Discussion Calendar: non-routine items requiring an oral presentation and discussion before action is taken.
 6. Information Items: items when staff is required by federal or state law or city code to inform council of an issue when authority has been delegated to a person, position, board, or commission.
 7. Council Comments – Ideas, Questions, and ABI234 Reports:
 - a. Brief oral or written reports summarizing meeting or conference attendance at city expense, as required by Assembly Bill 1234 ([Government Code, § 53232.3](#));
 - b. Requests for the city manager or staff to report on various issues;
 - c. Requests to place items on a future council meeting agenda;
 - d. Requests to refer preparation or review of non-binding resolutions or ordinances to the Law and Legislation Committee; and
 - e. Reports on district and citywide activities or news.
 8. City Manager's Report
 - a. Brief oral report from the City Manager or designee.
 9. Public Comment-Matters Not on the Agenda: oral communications from the audience regarding matters not on the agenda but within the subject matter jurisdiction of the city.
- K. Ordinances and Non-Binding Resolutions
1. Ordinance and non-binding resolution preparation must be referred to the Law and Legislation Committee (L&L) before coming to council, as described in Rule 13. However, ceremonial city council resolutions (see Rule 7.L, below) need not be referred to the Law and Legislation Committee.
 2. Ordinances on the agenda may be passed for publication or adopted in accordance with the procedures in [Sacramento City Charter § 32](#).
 3. Ordinance changes during the review and adoption process.
 - a. The text of an ordinance as approved by the L&L Committee, receiving the necessary votes to bring the matter to council under Rule 13, must be the text that is included in the published agenda as pass-for-publication.

- b. If an ordinance is brought to council under Rule 13, the text of the ordinance brought to council must be the same text as was submitted to the L&L Committee.
 - c. The text of an ordinance passed for publication must be the text that is included in the published agenda for the meeting at which the adoption of the ordinance is discussed.
 - d. Notwithstanding subsections a, b, and c, typographical and clerical errors may be corrected at any time during the ordinance review and adoption process.
 - e. If a member intends to make a substantive (i.e., anything not typographical or clerical) change to an ordinance after it is included in a published agenda, at or before the time the ordinance adoption item is called on the agenda, the member shall distribute sufficient written copies of the proposed change so that all other members, the charter officers, relevant city staff, and the public audience have copies.
 - f. If the legislative body's motion to adopt a resolution or ordinance includes a change to the resolution or ordinance text from that published in the agenda, prior to the vote the city clerk shall repeat verbatim the proposed change or otherwise indicate the change is reflected in the circulated written copy of the change.
 - g. Ordinances bypassing the pass-for-publication requirement under Sacramento City Charter § 32 are subject to this Rule 7.K.3, as applicable.
4. Except as set forth in section (a) below, council can consider adoption of non-binding resolutions. Non-binding resolutions are those within which the council declares its position and opinions on an issue, policy, or other matter that falls outside of the jurisdiction of the city and the council lacks legal authority to establish or regulate. The council may act on such a non-binding resolution if it determines that the matter is of such importance that the council should make the symbolic gesture of adopting a resolution declarative of council's position.
- a. The city council shall not act or take a position on matters concerning foreign policy, except upon a 2/3 vote of the Council determining that those matters directly affect the City of Sacramento.

L. Ceremonial City Council Resolutions

- I. A ceremonial city council resolution is non-binding and has no authority.
 - a. The city council may recognize and celebrate community members, organizations, and events for their contributions to the City of Sacramento and raise awareness surrounding important issues that affect the greater community.
 - b. Ceremonial city council resolutions are not intended for political, commercial, or narrow individual purposes, and should be consistent with the overall policies of the city council. These resolutions shall not inhibit, benefit, or promote religious activities, shall be non-discriminatory, and may not promote political advocacy activities.
2. Requests for ceremonial city council resolutions should be directed to the city clerk, who will work in collaboration with the mayor to finalize language and schedule for presentation at an upcoming city council meeting.
 - (i) A ceremonial city council resolution is the highest council honor reserved for individuals and organizations who have made extraordinary, lasting, or significant contributions to the City of Sacramento and its residents and who should be held in high esteem.
 - (ii) This type of recognition should be awarded to City of Sacramento residents, organizations, businesses, dignitaries, and other similar entities who have made significant contributions to the community; non-profit corporations, sports teams, or individuals who have won state, regional, or national titles; acts of heroism, including those as defined by police, fire, and other public safety departments; and individuals deserving exceptional commendation for their contribution to the City as a whole and its residents.
 - (iii) An Obituary Resolution may be issued to the family in honor of a deceased community member in memoriam of an individual who has made a significant contribution to the City of Sacramento and is generally presented in the community and not at a city council meeting.
3. Individual councilmembers may also create and present ceremonial council-district recognitions in their specific community. An individual councilmember recognition may be issued to individuals, organizations, or groups who have made significant contributions within a specific council district or districts or in support of programs or organizations of interest to the residents of the district.

Chapter 8 – Conduct of Meeting

A. Call to Order – Presiding Officer

1. The mayor, or in the mayor's absence the vice mayor, shall take the chair at the hour appointed for the meeting and shall immediately call the meeting of the council to order.
2. In the absence of the mayor and vice mayor, the mayor pro tem shall preside over the meeting.
3. Upon the arrival of the mayor, the vice mayor shall immediately relinquish the chair at the conclusion of the business then before the council.
4. For council standing committees the chair shall call to order and preside over the meeting. In the absence of the chair, the vice chair shall perform the duties and obligations of the chair.
5. For all other city established legislative bodies the chair shall call to order and preside over the meeting. In the absence of the chair, the vice chair shall perform the duties and obligations of the chair. In the absence of chair and vice chair, the city clerk shall call the meeting to order, and a temporary chairperson shall be elected from among the members present. Upon arrival of the chair or vice chair, the temporary chairperson shall relinquish the position upon conclusion of the item then before the legislative body.

B. Roll Call/Attendance

1. A majority of the members of the council then in office constitutes a quorum ([Sacramento City Charter § 30](#)).
2. A majority of members of the council established legislative body constitutes a quorum.
3. Before the legislative body proceeds with the business before it, the city clerk shall note the members present for the minutes. The late arrival and early departure of members will be entered into the action minutes.
4. A councilmember is considered present at a meeting if the member is either physically in the council chamber or is participating in the meeting through teleconference in accordance with the [Brown Act](#). Meeting attendance of the mayor or councilmembers through teleconference is permitted only in extraordinary circumstances.
5. Members must be physically present at the council chamber dais or teleconference location to vote. Proxy or absentee voting is not permitted.

C. Order of Discussion

The order of business must be carried out as listed on the agenda as set out below; however, the presiding officer may reorder the items at the meeting, unless members object. Members may request items be reordered by motion.

- I. Consent calendar, and any items removed for discussion.
 - a. Mayor, members, or charter officers may request that any matter be removed from the consent calendar and a separate vote taken.
 - b. All matters remaining on the consent calendar shall be approved by a single action, such single action to have the legal effect of individual action on each matter.
 - c. If consent calendar items are removed, they shall be discussed immediately after adoption of the balance of the consent calendar.
2. Public Hearings
 - a. The order of public hearings will generally be as follows:
 - (i) **Open the public hearing.**
 - (ii) Member report of ex parte communications.
 - (iii) Staff comments, information, and reports, followed by member questions.
 - (iv) Proponent, if applicable, speaks, followed by member questions.
 - (v) Opponent, if applicable, speaks, followed by member questions.
 - (vi) If the public hearing is on an appeal that does not require council de novo review, then the appellant (opponent) speaks before the applicant (proponent) in accordance with the allotted time.
 - (vii) Public comments.
 - (viii) If the public hearing is a de novo review appeal, the applicant speaks in rebuttal, but if not a de novo review appeal, the appellant speaks in rebuttal.
 - (ix) Closure of public comment period.
 - (x) Further member discussion.
 - (xi) **Motion to close public hearing and take action.**

- b. The presiding officer may direct speakers to avoid repetition in order to permit maximum information to be provided the legislative body within the time allotted for the hearing.
 - c. The appellant and applicant shall be allocated sufficient time to address the legislative body. However, reasonable time limits on persons addressing the legislative body, including applicants, proponents, and opponents may be imposed if necessary for the orderly conduct of the hearing and the limits are fairly applied.
- 3. Discussion Calendar
 - a. The order of discussion after introduction of an item will generally be as follows:
 - (i) Staff comments, information, and reports, followed by questions from the members.
 - (ii) Public comments and information, followed by questions from the members.
 - (iii) Member discussion, motion, and action.
 - b. Once the item is placed before the council for discussion, motion, or action, no member of staff or the public is allowed to address the council without the consent of the mayor or members.
- 4. Council Comments – Ideas, Questions, and ABI 234 Reports
 - a. Brief oral or written reports summarizing meeting or conference attendance at city expense, as required by Assembly Bill 1234 ([Government Code, § 53232.3](#));
 - b. Requests for the city manager or staff to report on various issues;
 - c. Requests to place items on a future council meeting agenda; or
 - d. Reports on district and citywide activities or news.
- 5. City Manager's Report
 - a. Brief oral report from the City Manager or their designee.
- 6. Public Comment for Matters Not on the Agenda
 - a. As required by the Brown Act, a portion of each council meeting agenda will provide an opportunity for members of the public to address the council on any agenda item, including closed session and consent calendar items. Regular meeting agendas also will provide for public comment on any unagenda item that is within the subject matter jurisdiction of the city.

- b. In response to public comment on unagendized items, the members may individually:
 - (i) Briefly respond to statements made or questions posed by members of the public;
 - (ii) Ask questions for clarification;
 - (iii) Provide a reference to staff or other resources for factual information or response;
 - (iv) Request staff to report to the council at a subsequent meeting; or
 - (v) Request staff to place a matter of business on a future agenda as needed.

D. Quorum Call

1. During the course of the meeting, should the presiding officer note a quorum is lacking, the presiding officer shall call this fact to the attention of the city clerk.
2. The presiding officer then shall issue a quorum call. If a quorum has not been restored within two minutes of a quorum call, the presiding officer may declare a recess for a reasonable period of time in order to reestablish a quorum.
3. If no quorum is reestablished within a reasonable time, the presiding officer shall adjourn the meeting.
4. Continuation of a council meeting extending past 9:30 p.m. requires a majority vote of the councilmembers present.
5. Continuation of a Planning and Design Commission or Preservation Commission meeting extending past 9:30 p.m. requires a majority vote of the commissioners present.
6. A meeting of any other city established legislative body shall automatically adjourn after two hours, unless extended by a 2/3 vote of the members present; but in no case shall an advisory body meeting exceed three hours.

E. Obtaining the Floor

1. Any member wishing to speak must first obtain the floor by being recognized by the presiding officer. The presiding officer shall recognize any member who seeks the floor when appropriately entitled to do so.
2. With the concurrence of the presiding officer, a member holding the floor may address a question to another member and that member may respond while the floor is still held by the member asking the question. A member may opt not to answer a question while another member has the floor.

F. Motions

- I. [*Rosenberg's Rules of Order: Simple Parliamentary Procedures for the 21st Century*](#) governs the management of motions.

G. Voting

1. Requirements for Action.

- a. Unless a higher vote is required by the city charter, the city code, or otherwise by law, the affirmative votes of at least five members of the council shall be required:
 - (i) For the council to take action on an item of business;
 - (ii) To pass any ordinance, resolution, or motion; or
 - (iii) To make or approve any order for the payment of money requiring council approval.
- b. Any ordinance declared by the council to be necessary as an emergency measure and containing a statement of the facts constituting such emergency as provided in the city charter may be introduced and adopted at the same meeting if passed by at least six affirmative votes ([Sacramento City Charter, § 32](#)).

2. Voting Disqualification.

- a. A member shall not vote upon a matter if the member is disqualified from voting on that matter due to a conflict of interest. Nor shall any member vote on a quasi-judicial matter if the member is biased regarding that matter.
- b. A member shall openly state an abstention due to a conflict of interest or bias. A member shall only abstain when there is an actual (or reasonably perceived) financial conflict of interest or bias, and the member is prohibited from voting on the item.
- c. A member who is abstaining due to a financial conflict of interest shall publicly identify the financial interest in detail sufficient to be understood by the public, except that disclosure of the exact street address of a residence is not required.
- d. Under SB 1439, an officer who is abstaining (Government Code, § 84308, the “Levine Act”) shall disclose that fact on the record of the proceeding. Under SB 1439, an officer of an agency shall not make, participate in making, or in any way attempt to use the officer’s official position to influence the decision in a proceeding involving a license, permit, or other entitlement for use pending before the agency if the officer has willfully or knowingly received a contribution in an amount of more than two hundred fifty dollars (\$250) within the preceding 12 months from a party or a party’s agent, or from any participant or a participant’s agent if the officer knows or has reason to know that the participant has a financial interest in the decision.
- e. As to any other conflict of interest, the member's determination may be accompanied by an oral or written disclosure of the conflict of interest.

- f.** A member who is disqualified by a conflict of interest in any matter shall not remain on the dais during the discussion and shall not vote on that matter. However, the member may remain on the dais for Consent Calendar items if the member states the abstention from the vote due to the described conflict of interest before the Consent Calendar is voted on in one motion.

Chapter 9 – Council Vacancies

A. Procedures

1. As provided in the Sacramento City Charter, absence from five consecutive regular meetings of the council, unless excused by resolution of the council, operates to vacate the seat of the mayor or councilmember so absent. (Sacramento City Charter, §§ [28](#) and [46](#).)
2. A vacancy in the office of councilmember or mayor shall be filled by special election called by the council as provided in [Sacramento City Charter § 154](#), unless the vacancy occurs within one year of the next general election at which that office would normally be filled, in which case the vacancy shall be filled by appointment. The city clerk shall take the necessary actions to accomplish the recruitment and appointment of candidates as provided in [Sacramento City Code § 1.14](#).

Chapter 10 - Facilities

A. Meeting Locations

- I. Whenever practical, legislative body meetings shall be held at the City Hall Complex, located at 915 I Street, Sacramento, CA 95814 to facilitate video streaming to the city's [website](#) and archiving for future access.

B. Meeting Capacity

- I. Council chamber and historic hearing room attendance is limited to the posted seating capacity. The maximum occupancy of council chambers is 230 and historic hearing room is 70. The city manager shall appropriately regulate entrance to the council chamber when the council chamber capacity is likely to be exceeded. When legislative bodies are in session, members of the public shall not remain standing in the seating area or aisles of the council chamber. Sitting on the floor is not permitted. The sergeant-at-arms shall enforce this chapter.
2. In compliance with the Americans with Disabilities Act, meeting locations are accessible to the public. If a member of the public needs special assistance, a disability-related modification or accommodation, agenda materials in an alternative format, or auxiliary aids to participate in this meeting, they should contact the Office of the City Clerk at 916-808-7200 or clerk@cityofsacramento.org as soon as possible. Providing at least 72 hours' notice will help ensure that reasonable arrangements can be made.

Chapter 11 - City Council Committees and Regional Organizations

A. General

1. The mayor shall make all appointments to council standing committees, subject to the approval of the council. The mayor shall make all appointments to council ad hoc committees.
2. A standing committee is a permanent committee of the council established to consider subjects of a particular class, with regularly scheduled meeting dates and times.
3. An ad hoc committee is a temporary committee of the council established for a special purpose and of limited duration.
4. Standing and ad hoc committees have fact-finding, informative, and recommendatory powers only, and such other powers delegated by the council.
5. The council intends that council committees, to the extent possible, conduct a full hearing on any matter referred to that committee before the committee refers the matter back to the council.
6. The city clerk shall maintain and keep on file a list of the standing committees, ad hoc committees, regional organizations, and joint powers agencies to which councilmembers are appointed.

B. Council Standing Committees**I. General Guidelines**

- a. Standing committee appointments shall be made by the mayor each at the beginning of each calendar year or as necessary.
- b. Standing committees shall meet at the city hall complex.
- c. Standing committees are subject to the [Brown Act](#) and the Sacramento Sunshine Ordinance ([Sacramento City Code § 4.04](#)). Standing committee agendas shall be prepared, posted, and distributed in accordance with the Brown Act and the Sacramento Sunshine Ordinance (Sacramento City Code Chapter 4.04), stating the time and place of the meeting and the subject matters to be discussed.
- d. A councilmember who is not a member of the standing committee may attend a standing committee meeting, provided the member attends only as an observer, does not testify or otherwise participate in any discussion, and sits amongst the public.
- e. Except as provided in subsection f, all items on a standing committee's agenda must first be referred to the committee by the council for review, with a recommendation returned to the council within 120 days, subject to the exceptions set forth below or as otherwise modified by the council.

- f. With approval of the city clerk, city manager, or committee chair, an item may be sent directly to a standing committee without council referral. If a matter is so referred to a standing committee, the committee agenda must note that fact on the face of the agenda and the committee chair shall notify the council. Such referrals are not required to be forwarded to the council unless council action is recommended by the standing committee.
- g. The city clerk shall assign staff to assist the committee chair with the operation of the committee.

C. Council Ad Hoc Committees

1. Establishment.

- a. The mayor or a majority of the council may request the creation of an ad hoc committee.
- b. The city manager or a department director, together with the city attorney, shall work with the appropriate supporting department(s) and determine the scope and approximate duration the ad hoc committee.
- c. The department director shall submit a request to the mayor, with a copy to the city clerk, requesting the creation of and appointment of up to four members to an ad hoc committee.

2. Scheduling Ad Hoc Committee Meetings.

- a. Once an ad hoc committee has been established, the city clerk shall schedule the first meeting. Once confirmed, the city clerk shall notify the members, mayor's office, city manager (or designee), and the city attorney (or designee) of the meeting details. A regular meeting calendar will be established and adopted by the ad hoc committee.
- b. A councilmember who is not a member of the ad hoc committee may attend an ad hoc committee meeting, provided the member attends only as an observer, does not testify or otherwise participate in any discussion, and sits amongst the public.
- c. Ad hoc committees are subject to the [Brown Act](#) and the Sacramento Sunshine Ordinance ([Sacramento City Code § 4.04](#)).

3. Dissolution

- a. Once an ad hoc committee has completed its task, the supporting department shall submit a report to the mayor, with a copy to the city clerk, stating completion of the ad hoc committee tasks and request the dissolution of the ad hoc committee.
- b. An ad hoc committee is automatically dissolved one year after its first meeting, unless it is dissolved earlier under Rule 12.C.3.a.
- c. The city clerk will provide a periodic report to council announcing the dissolution of ad hoc committees.

D. Regional Organizations

The mayor shall appoint council representatives to regional organizations and joint powers agencies listed in the documents maintained by the city clerk, subject to council approval. Appointments shall be made at the beginning of each calendar year or as necessary.

Chapter 12 – Councilmember Proposal Requests

A. General

- I. This chapter outlines the process for councilmembers to propose an idea for council action. It modulates the agenda requests of individual councilmembers by referring those requests to the relevant city council standing committee for review, as appropriate, and in so doing provides clear guidance to the council appointees that their work demands are serving the council as a whole. It also ensures councilmember requests are duly tracked and assigned, thus promoting transparency and accountability.

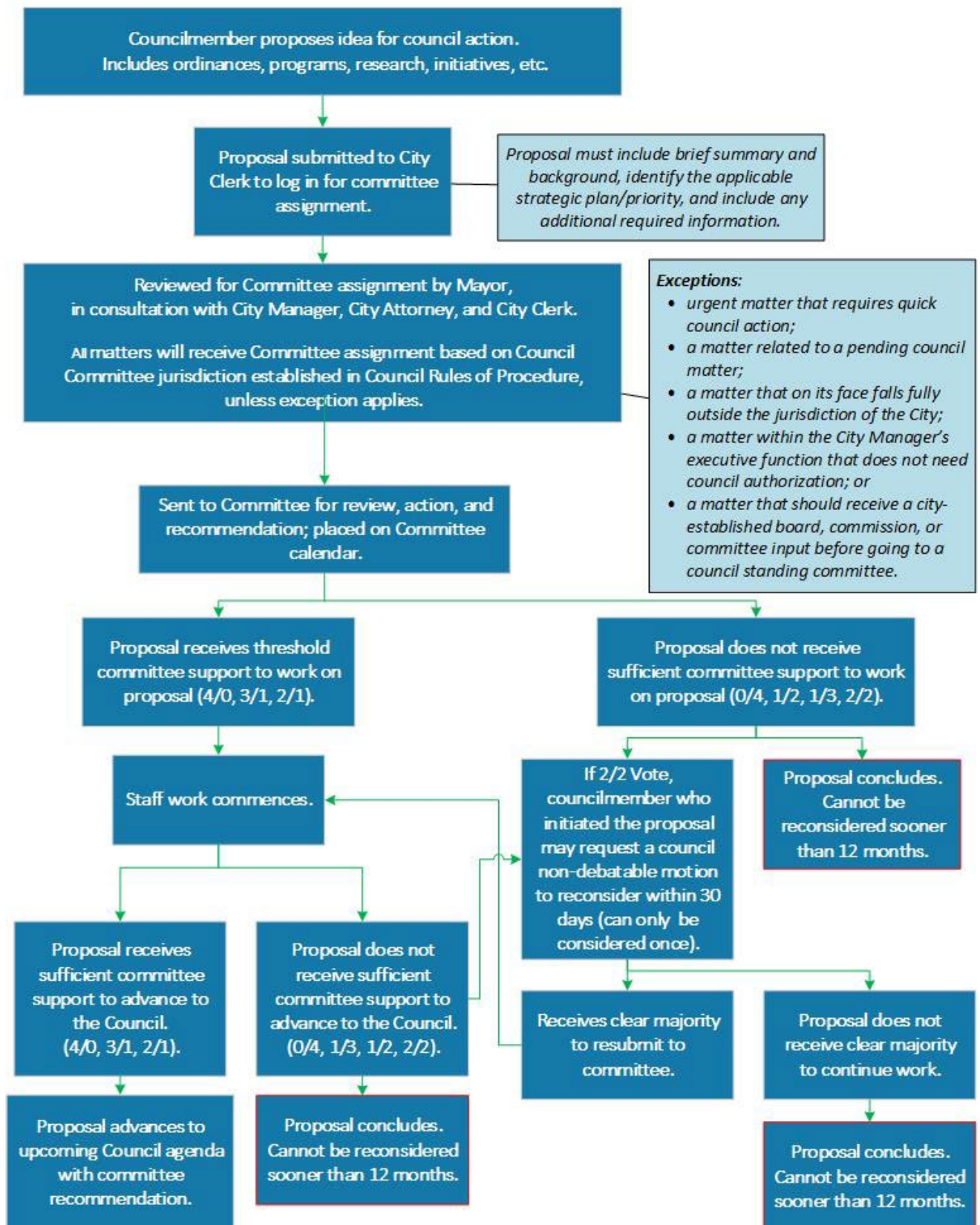
B. Procedures

- I. Councilmember proposal requests must be submitted in writing to the city clerk. The proposal must include a brief summary and background, identify the applicable strategic plan/priority, estimate any budget adjustment or impact, and include additional information sufficient for committee deliberation.
2. The mayor, in consultation with the city manager, city attorney, and city clerk, shall review all requests and will assign each proposal to a committee based on committee jurisdiction, unless an exception applies.
 - a. Exceptions:
 - i. Urgent matter that requires quick council action;
 - ii. A matter related to a pending council matter;
 - iii. A matter that on its face falls fully outside the jurisdiction of the City;
 - iv. A matter within the City Manager's executive function that does not need council authorization; or
 - v. A matter that should receive a city-established board, commission, or committee input before going to a city council standing committee.

3. Standing committees shall review each proposal and vote whether to approve staff work.
 - a. If the proposal receives threshold committee support to work on the proposal (i.e., a vote of 4/0, 3/1, or 2/1), staff work commences.
 - b. If the proposal receives a 2/2 vote, within 30 days thereafter the city councilmember who initiated the proposal may ask that the city council vote on a non-debatable motion to reconsider, which motion will be placed on the next available city council agenda. If the motion receives five or more “aye” votes, the item will be resubmitted to the committee. If the motion fails, the proposal concludes. The non-debatable motion to consider may only be considered once. Once a proposal concludes, it cannot be reconsidered sooner than 12 months.
 - c. If the proposal does not receive sufficient committee support (i.e., a 0/4, 1/3, or 1/2 vote) for further work on the proposal, the proposal concludes.
4. If directed by the standing committee to commence work, staff will bring back to the committee a report for its consideration.
 - a. If the proposal receives a vote of 4/0, 3/1, or 2/1, the proposal advances to the city council with a committee recommendation.
 - b. If the proposal receives a 2/2 vote, within 30 days thereafter the city councilmember who initiated the proposal may ask that the city council vote on a non-debatable motion to reconsider, which motion will be placed on the next available city council agenda. If the motion receives five or more “aye” votes, the item will be resubmitted to the committee. If the motion fails, the proposal concludes. The non-debatable motion to consider may only be considered once. Once a proposal concludes, it cannot be reconsidered sooner than 12 months.
 - c. If the proposal does not receive sufficient committee support (i.e., a 0/4, 1/3, or 1/2 vote) to advance to the city council, the proposal concludes and cannot be reconsidered sooner than 12 months.

C. Councilmember Proposal Request Flowchart (following page)

COUNCILMEMBER PROPOSAL REQUEST FLOWCHART



Chapter 13 – Law and Legislation Committee

A. Authority; Purposes**I. Authority to Represent City Positions.**

- a. The Law and Legislation (L&L) Committee has the authority to take positions on behalf of the city on state and federal legislation as outlined in the city's legislative platform.
 - b. The mayor or the chair of the L&L Committee has the authority to take positions, consistent with the adopted legislative platform, on behalf of the city when the need to react quickly does not allow for a matter to be considered by the L&L Committee.
 - c. Except as provided in subsections a and b, no person or committee has authority to represent the council on policy matters, unless that authority has been granted by the council or the information is limited to a factually accurate statement of the council's publicly-adopted position.
2. Purposes. The purposes of the L&L Committee are to consider, evaluate, conduct fact-finding, and recommend to council positions on proposed city ordinances and non-binding resolutions.

B. Procedures**I. Ordinances and Non-Binding Resolutions.**

- a. Origination.
 - (i) Requests to prepare, amend, draft, or process ordinances and non-binding resolutions shall be made in one of the following ways:
 - (A) In writing to the city clerk; or
 - (B) By the city manager or other city staff.
 - (ii) All non-binding resolution requests must be referred to the L&L Committee. Except as provided in subsection b below, all ordinance requests must be referred to the L&L Committee.
 - (iii) The requesting member(s), city manager, or staff is considered the sponsor. City staff shall work directly with the sponsor in developing the proposed ordinance language.

- b. Ordinances not requiring L&L Committee review prior to council review and adoption are those that are:
 - (i) Deemed urgent by the mayor or city manager;
 - (ii) Voted on by the majority of council to bypass the L&L Committee;
 - (iii) Voted on by the majority of the L&L Committee to go to council without full L&L Committee review;
 - (iv) Zoning code amendments for specific development projects;
 - (v) Listings on, or deletions from, the Sacramento register under Sacramento City Code chapter 17.604, article II;
 - (vi) Adopting property-related fees or fee increases that require public notice before the Utilities Rate Advisory Commission;
 - (vii) Authorizing the execution of a development agreement;
 - (viii) Establishing or adjusting parking meter rates
 - (ix) The biennial update for campaign contribution limits, as required by Sacramento City Code section 2.13.120; or
 - (x) Levying a special tax on land within a community facilities district.
 - (xi) Those reviewed by the P&PE Committee related to a city advisory body's creating authority.
- c. After passing the threshold vote required by the councilmember proposal request flowchart in Chapter 12, ordinances and non-binding resolutions referred to the L&L Committee shall be placed on the legislation log, with new items placed at the end of the log, to establish a priority order; provided, the L&L Committee or council may reorder the priority.
- d. The log will be scheduled for the consent agenda at every L&L Committee meeting. Any committee member may pull an item from consent for discussion.
- e. Items on the log may be removed at the request of the sponsor. Staff shall note the removal request on the log and remove the item after the log has been approved by the committee.
- f. The process for advancing an item to the city council is outlined in Chapter 12.

C. Requirements for Agenda Item Submission

- I. The city manager and city clerk shall develop the agenda for the L&L Committee meetings in consultation with the chair of the committee.
 - a. The chair shall have the right to make recommendations to the committee on matters of policy and programs that require committee decisions.
 - b. Charter officers, the director of the office of public safety accountability, and the Sacramento Housing and Redevelopment Agency executive director may submit staff reports or descriptions of oral reports to the city clerk for placement on the agenda.
 - c. Department directors, subject to the discretion of the city manager, may submit staff reports or descriptions of oral reports to the city clerk for placement on the agenda.

Chapter 14 – Personnel and Public Employees Committee

A. Purposes

The purposes of the Personnel and Public Employees (P&PE) Committee are to:

1. Review applications received for membership to various city boards, commissions, and committees;
2. Conduct interviews for such membership appointment;
3. Make recommendations to the mayor concerning such appointments;
4. Review advisory body reports and recommendations, as provided in Rule 17.C;
5. Review ordinances related to an advisory body's creating authority prior to council review and adoption;
6. Lead the recruitment process for council-appointed officers; and
7. Develop and lead annual performance metrics and evaluations for council-appointed officers, as provided in Rule 18.

B. Procedures

1. Applications for seats on city boards, commissions, and committees will be reviewed by the P&PE Committee.
2. The P&PE Committee shall conduct interviews of qualified applicants.
3. Recommendations by the P&PE Committee shall be submitted to the city clerk for distribution to the mayor to consider appointment.
4. After the mayor's appointment, the city clerk shall submit a report for a council agenda requesting confirmation of the mayor's appointment.

C. Requirements for Agenda Item Submission

1. The city manager and city clerk shall develop the agenda for the P&PE Committee meetings in consultation with the chair of the committee.
 - a. The chair shall have the right to make recommendations to the committee on matters of policy and programs that require committee decisions.
 - b. Charter officers, the director of the office of public safety accountability, and the Sacramento Housing and Redevelopment Agency executive director may submit staff reports or descriptions of oral reports to the city clerk for placement on the agenda.
 - c. Department directors, subject to the discretion of the city manager, may submit staff reports or descriptions of oral reports to the city clerk for placement on the agenda.

Chapter 15 – Budget and Audit Committee

A. Purposes

The purposes of the Budget and Audit Committee (B&A) are to:

1. Assist the council in overseeing and supervising the city auditor;
2. Assist the council in evaluating the proposed budget, including a mid-year report, and any amendments thereto;
3. Assist the council in understanding the budget impacts resulting from council's actions; and
4. Assist the council in reviewing and evaluating the Innovation and Growth Fund.
5. Assist the council in enhancing the city's ability to:
 - a. Improve the effectiveness and efficiency of city operations;
 - b. Improve the city's fiscal operations;
 - c. Adopt and adhere to a balanced budget; and
 - d. Comply with city policies, procedures, and regulatory requirements.
6. Review councilmember proposals for funding allocations that fall outside of the budget process.

B. Procedures

1. The B&A Committee shall receive, review, and forward to the council as appropriate, reports, recommendations, and updates from the city auditor.
2. The B&A Committee shall receive and review the proposed budget and any material amendments thereto.
3. The B&A Committee shall receive and review any key budget policy issues, including but not limited to, Annual Comprehensive Financial Report (ACFR) results, use of any year-end surplus, the mid-year report, budget priorities, use of unanticipated revenue, or proposed budget issues such as fee increases, prior to bringing forward to council.
4. The B&A Committee may:
 - a. Receive, review, and forward to the council, when relevant to city audits, any reports from the city treasurer, the department of finance, other city offices, or external auditors;

- b. Receive, review, and forward to the city council any reports and recommendations from the economic development department or city manager regarding the Innovation and Growth Fund; and
 - c. Propose that the council adopt ordinances, resolutions, or take other actions, provided that such ordinances, resolutions, or actions are within the jurisdiction of the B&A Committee.
5. The process for advancing an item to the city council is outlined in Chapter 12.

C. Requirements for Agenda Item Submission

- I. The city manager, city auditor, and city clerk shall develop the agenda for the B&A Committee meetings in consultation with the chair of the committee.
 - a. The chair shall have the right to make recommendations to the committee on matters of policy and programs that require committee decisions.
 - b. Charter officers, the director of the office of public safety accountability, and the Sacramento Housing and Redevelopment Agency executive director may submit staff reports or descriptions of oral reports to the city clerk for placement on the agenda.
 - c. Department directors, subject to the discretion of the city manager, may submit staff reports or descriptions of oral reports to the city clerk for placement on the agenda.

Chapter 16 – Racial Equity Committee

A. Purposes

The purposes of the Racial Equity Committee are to:

1. Help the council align its advancement of racial equity in city decision-making with the impacts resulting from city policy, budget, and service-delivery decisions;
2. Provide a space to help coordinate the various city racial equity initiatives, efforts, metrics, and best practices into a holistic citywide informed approach (rather than a case-by-case approach); and
3. Increase engagement, transparency, and accountability for the City's ongoing racial equity work.

B. Procedures

1. The Racial Equity Committee shall receive, review, and forward to the council as appropriate, reports, recommendations, policy proposals, and updates regarding racial equity issues. Review and approval of ordinances and adoption of positions on state and federal legislation shall be undertaken by the Law and Legislation Committee, unless an ordinance or legislation is referred directly to the Racial Equity Committee by the council.
2. The process for advancing an item to the city council is outlined in Chapter 12.

C. Requirements for Agenda Item Submission

1. The city manager and city clerk shall develop the agenda for the Racial Equity Committee meetings in consultation with the chair of the committee.
 - a. The chair shall have the right to make recommendations to the committee on matters of policy and programs that require committee decisions.
 - b. Charter officers, the director of the office of public safety accountability, and the Sacramento Housing and Redevelopment Agency executive director may submit staff reports or descriptions of oral reports to the city clerk for placement on the agenda.
 - c. Department directors, subject to the discretion of the city manager, may submit staff reports or descriptions of oral reports to the city clerk for placement on the agenda.

Chapter 17 – City Advisory Bodies

A. Vacancies and Appointments

1. When any vacancy occurs on a board, commission, or committee (advisory body) the city clerk shall announce that vacancy pursuant to the standard outreach procedures. The city clerk's office maintains the board and commission files and performs all clerical and administrative support tasks related to the application process.
2. At the close of the application period, all applications received for the vacancy are referred by the city clerk to the appropriate nominating body or person for review and recommendation.
3. If the recommending body is the Personnel and Public Employees Committee (P&PE) the applicant will be invited to interview in person before P&PE at the next available meeting. Following review and recommendation by P&PE, the city clerk shall forward to the mayor for review.
4. If the recommending body is a councilmember, following review, the member shall send the board and commission recommendation(s) to the city clerk who will forward to the mayor for review.
5. After reviewing the submitted recommendation(s) made by P&PE or a member, the mayor shall direct the city clerk to prepare a staff report with the mayor's appointment to fill the vacancy at the next council meeting. Concurrence in an appointment for a seat on a city board, commission or committee shall be by vote of the city council.
6. If the council does not approve the appointment, then the mayor shall make another appointment, and at the soonest regular meeting following the meeting at which the subsequent appointment was made, the council shall vote whether to confirm the new appointment.
7. This procedure shall be followed until an appointment has been approved by the council. No request by a member to delay the appointment or approval will be allowed unless approved by a majority vote of the council.
8. At the direction of the council, all vacancies, application periods, and close of application periods for boards and commissions shall be monitored and maintained by the city clerk.

9. In making nominations and appointments to city boards and commissions, the mayor, P&PE Committee, and members should consider persons of various ethnicities, ages, genders, education, and occupational experience as reflected in the general population of the city; and should, as appropriate for the vacancy, consider persons from all districts of the city.

B. Requests for Future Agenda Items

- I. Members may submit items under the purview of the advisory body for inclusion on a future agenda by orally making the request under Ideas, Comments, and Questions.
 - a. The department staff shall add a member's requests to a chronologically-ordered log that contains all pending requests, i.e., those not having been heard as an agenda item or not otherwise having been removed from the log.
 - b. The log shall appear on the Consent Calendar of each regular meeting and include estimated agenda date or disposition.

C. Advisory Body Reports

- I. Advisory body recommendations and reports to the city council shall follow the procedure set forth in this Rule 17.C.
2. Annual report preparation.
 - a. Each advisory body shall provide an annual report for review by the Personnel and Public Employees (P&PE) Committee.
 - b. The annual report shall be provided in a format established by the city clerk and should include highlights and accomplishments from the prior year's work; proposed projects, priorities, and recommendations for the upcoming year; and any other information required of the advisory body according to the Sacramento City Code.
 - c. The city clerk shall manage an advisory body annual report calendar so that city staff can gather input to prepare a proposed report to the advisory body in a timely manner.
 - d. Each advisory body must approve its annual report before presentation to the P&PE Committee. When presenting proposed reports to advisory bodies, staff should include information on the feasibility of any recommendations therein.

3. Review by P&PE Committee.
 - a. Annual reports approved by advisory bodies shall be placed on an upcoming P&PE Committee meeting agenda.
 - a. The city clerk shall act as a liaison and collaborate with city staff to collect any additional information that may be helpful to the committee's evaluation of advisory body annual reports.
 - b. The P&PE Committee shall review advisory body annual reports and give staff direction on those reports' stated projects, priorities, and recommendations. Before forwarding the report to the city council, the committee may request supplemental information from staff or the advisory body.
4. Other recommendations. If an advisory body has recommendations outside the annual review process, the city clerk shall coordinate with the advisory body to have those recommendations brought before the P&PE Committee, which may consider and act on those recommendations in the same way it does advisory body annual reports.

Chapter 18 – Annual Review of City Council Appointive Officers

A. Purposes

1. The city council is committed to performing regular annual reviews of its appointive officers, which include the following positions: city attorney, city auditor, city clerk, city manager, city treasurer, director of the office of public safety accountability, and executive director of the Sacramento Housing and Redevelopment Agency. These positions report directly to the city council.
2. Clear communication and performance metrics are at the core of the work of the council and the city. To evaluate council appointive officers on a consistent basis, the P&PE Committee will assume the role and responsibility of developing and leading annual performance metrics and evaluations.

B. Procedures

1. With direction from the P&PE Committee, the city clerk shall coordinate and schedule appointive officer annual reviews.
2. Annually, appointive officers shall present their annual report, including past year accomplishments and strategic goals and objectives for the upcoming year, to the P&PE Committee. Once approved by the P&PE Committee the report will be forwarded to the city council for approval.
3. Performance Evaluations: The city council shall meet in closed session to conduct a performance evaluation of an appointive officer.
 - a. The city council may hold closed sessions during a regular or special meeting to consider the appointment, employment, evaluation of performance, discipline, or dismissal of an appointive officer or to hear complaints or charges brought against the appointive officer by another person or employee unless the appointive officer requests a public session ([Government Code § 54957](#) (b)).
 - b. As a condition to holding a closed session on specific complaints or charges brought against an appointive officer by another person or employee, the appointive officer shall be given written notice of his or her right to have the complaints or charges heard in an open session rather than a closed session, which notice shall be delivered to the appointive officer personally or by mail at least 24 hours before the time for holding the session.
 - c. The city council also may exclude from the public or closed meeting, during the examination of a witness, any or all other witnesses in the matter being investigated by the city council.
 - d. Closed sessions held pursuant to this rule shall not include discussion or action on proposed compensation except for a reduction of compensation that results from the imposition of discipline.

4. Salary and Benefit Negotiations: The city council may meet in closed session with the city's designated representative to discuss salaries, salary schedules, or compensation paid in the form of fringe benefits of an appointive officer.
([Government Code § 54957.6](#))
 - a. The agenda for a closed session under this rule must identify the city's designated representatives. Unless specifically directed otherwise by the mayor, the designated representatives shall be personnel from the Human Resources Department.
 - b. Closed sessions of the city council under this rule shall be for the purpose of reviewing its position and instructing the designated representatives.
 - c. Closed sessions held pursuant to this rule shall not include final action on the proposed compensation or benefits.
5. Final approval of compensation adjustments, by resolution or contract, shall be made at an open meeting of the city council. See Rule 7.A.1 for agendaizing such an item.

Glossary

Decorum Officer

The decorum officer is a council-selected person who sits on the dais and has responsibility for enforcing council meeting decorum.

et seq

et seq means “and the following one or ones”.

Ex Parte Communications

An ex parte communication is a written or oral communication between a decisionmaker and an interested person concerning any issue in a formal proceeding, other than procedural matters that does not occur in a public forum established in the proceeding or on the record of the proceeding.

Members shall disclose the substance of all ex parte communications at the beginning of a public hearing for any item brought before the legislative body for hearing, consideration, or action.

Non-Binding Resolution

A non-binding resolution is a resolution in which the council declares its position and opinions on an issue, policy, or other matter that the council lacks legal authority to establish or regulate, but that the council determines is of such importance that the council should make the symbolic gesture of adopting a resolution declarative of council's position.

Presiding Officer

The Presiding Officer is the person who presides over a meeting and is charged with maintaining order and decorum, recognizing members to speak, and interpreting the rules, practices, and precedents. In the city council the presiding officer is the Mayor. In advisory bodies established by the city council the presiding officer is the Chair. In the absence of Mayor or Chair, the Vice Mayor or Vice Chair shall preside.

Quasi-judicial

Quasi-judicial action means any council action that implicates constitutionally protected property or liberty interests, such as issuance or denial of discretionary land use permits, subdivision maps, business licenses, and other similar action in which a property interest is at stake and the council is charged with applying legal standards to a specific factual situation.

Sergeant-at-Arms

The sergeant-at-arms is the principal law enforcement official of the legislative body and is charged with maintaining security within the chamber (meeting location) and surrounding areas. The sergeant-at-arms also enforces protocol and ensures public decorum is followed as noted in the body's rules of procedure.

Teleconference

A meeting conducted among participants in different locations via telecommunications equipment such as telephones, computers, or other devices.

City of Folsom Governance Manual



Adopted June 2021, Updated April 2023

Governance Manual

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Section 1. Effective Governance



The Folsom City Council is committed to good governance. Together, the City Council works as a cohesive unit to make decisions in the city's best interest. While individual Councilmembers each bring their unique background and expertise to their role as an elected official, it is only by working together rather than as individuals that the City Council can achieve the greatest good for the greatest number of people.



Effective Governance as the Core Principle of the City of Folsom

The City Council's core principle of effective governance is transforming the community's needs and desires into policies that direct the City's functions. As the City Council fulfills the responsibility of setting policy direction, how City Council members perform their governance role is critical. Whether meeting in Council Chambers, serving in the community, or working with city staff, Councilmembers are always stewards of public trust. The wellbeing of the City depends upon the responsible and professional manner in which each Councilmember and the City Council collectively fulfill their governance roles and responsibilities.

The City Council members and City Manager work in a coordinated manner to achieve their common purpose of effective governance. Together, they function collaboratively with a high degree of respect, trust, and openness. Notably, the City Council and City Manager value diversity in style and perspective and are open to new ideas. While individuals may have potential biases or policy preferences, all team members listen with an open mind and are willing to have preconceived notions challenged or changed. The City Council and City Manager strategically examine issues and situations and decide on a course of action serving the city's mission and goals.

Effective City Councils understand that a good working relationship with each other and staff is vital for the city to run successfully. Therefore, the City Council acts with integrity,

civility, and a high level of professional decorum. City Council members build trust by striving to have a “no secrets, no surprises” approach as the operating norm.

Characteristics of an Effective Council

An effective Council:

1. Works together as a body, modeling teamwork and civility for our community.
2. Follows the legal requirements of the City Charter, Municipal Code, State and Federal law and regulations
3. Makes decisions that are in the best interest of the City and considers that short-term decisions often have long-term consequences
4. Provides clear direction to the City Manager to ensure clarity of direction, specificity in scope, and mutual understanding.
5. Stays focused on the topic at hand. Ensure each member of Council has an opportunity to speak.
6. Seeks consensus and common ground knowing there are rarely perfect solutions
7. Respects the governing process and follows implementation of the will of the majority.
8. Disagrees agreeably and professionally, then commit to the decision once made.
9. Utilizes long-range plans to provide big picture context that is realistic and achievable.
10. Represents all residents and knows that a vocal minority does not necessarily reflect the view of a quiet majority

Characteristics of an Effective Council Member

An effective Council member:

1. Maintains a citywide perspective toward all of our residents and constituents while being mindful of our districts.
2. Moves from *I* to *we*, and from campaigning to governing.
3. Assumes good intent.
4. Demonstrates respect, consideration and courtesy to all.
5. Shares information and avoid surprises.
6. Keeps confidential things confidential.
7. Commits the time necessary to understand issues

8. Acknowledges their own potential biases, listens with an open mind, and is willing to have preconceived ideas challenged
9. Respects the role and function of the public, city staff, and the City Manager
10. Respects the Council/Manager form of government and the roles of each party.
11. Communicates concerns about staff to the City Manager; does not criticize staff in public.
12. Recognizes that their colleagues were also elected, and all deserve equal levels of respect
13. Understands that authority rests with the Council as a whole and not with individual Council members.
14. Limits their critique to the idea being proposed and not to the person proposing it, and accepts criticism of a policy or proposal without taking it personally
15. Respects the expertise of city staff and understands staff's desire to provide factual, neutral information to the Council

Section 2. Roles and Responsibilities



The City Council's role is to act as a public policy-setting body. It is the City Manager's role to implement public policy. With a strong guiding belief that all benefit from a clear understanding of their respective roles, this Governance Manual establishes the normative framework under which the City Council can perform in the most effective manner possible.



Policy Setting and Policy Implementation

One of the essential characteristics of an effective Council is their understanding and agreement on roles and responsibilities. Generally, governance is about setting policy by defining what the organization will do, and administration focuses on how to do it. Discerning the difference can sometimes be challenging. If the City Council discussion focuses on long-term outcomes, it tends to be policy setting; if it focuses on short-term objectives or incremental steps, it tends to be administrative. Since the distinction between policy and administration is sometimes challenging to identify, the City Council and the City Manager must clearly understand their roles and responsibilities.

Council-Manager Form of Government

Folsom is governed under the council-manager form of government. In a council-manager government, an elected City Council serves as the city's primary legislative body. It appoints a city manager to oversee day-to-day municipal operations, craft the budget, and implement and enforce the City Council's policies and direction.

Mayor's Role

Folsom's Charter defines the Mayor's role and establishes the selection of the Mayor by the City Council. The Mayor's primary responsibilities include:

1. Presiding at meetings of the Council;
2. Meeting regularly and as appropriate with the City Manager to provide policy guidance relative to the actions of the Council, expressing the desires of the Council and its members, and monitoring the administrative implementation of Council policies;

3. Recommending City policy, legislation, and programs, subject to approval by a majority of the City Council;
4. Representing the City for ceremonial purposes;
5. Represent the City in intergovernmental relations, personally or by a designated representative with the concurrence of the Council; and
6. Establishing and dissolving limited-term ad hoc committees, subject to the approval of the Council

Vice Mayor's Role

Folsom's Charter defines the Vice Mayor's role and establishes the selection of the Vice Mayor by the City Council. The Vice Mayor's primary responsibility is to perform the Mayor's duties in the Mayor's absence.

City Manager's Role

Folsom's Charter identifies the City Manager's role as the administration of all affairs of the City, and as such, the City Manager holds many powers and duties. This role includes, but is not limited to:

1. Appointing and removing all assistants to the city manager and all department heads;
2. Appointing, removing, and disciplining all employees of the city (the city manager may delegate this authority to the several department heads, but retains certain authorities;
3. Directing the administration of all departments;
4. Preparing the City's budget;
5. Keeping the City Council fully informed and advised of the financial, administrative, physical, and operational condition of the City and of its future needs in each area, and make such recommendations and present such plans and programs concerning the affairs of the City;
6. Providing for the enforcement and faithful execution of all laws, ordinances, rules, regulations, acts of the City council, the City Charter and such other actions as the City council shall direct;
7. Attending all City council meetings and taking part in the discussions of the City council (but having no vote);
8. Investigating all complaints in relation to matters concerning the administration of the City;

9. Exercising general supervision of all public buildings, parks, real and personal property, assets, utilities, streets, and other public properties which are under the ownership, control, or jurisdiction of the city;
10. Carrying out and enforcing all policies of the City council and all rules, regulations and ordinances adopted by it;
11. Cooperating with all community organizations whose purpose is to serve the welfare and best interests of the City and of its people, business, and organizations;
12. Preparing the City council agenda in such a manner to ensure that all matters concerning the attention of the City council are included thereon in a timely manner;

Noninterference with City Manager's Administrative Role

The City Manager's administrative role is distinct and separate from the City Council's role. As prescribed by the City's Charter, neither the Mayor nor any Councilmember shall interfere with the execution of the City Manager's powers and duties. Except for purposes of inquiry, the Mayor and Councilmembers shall deal with the administrative services of the City solely through the City Manager, and neither the Mayor nor any Councilmember shall give orders to any subordinate of the City Manager, either publicly or privately. The City Council may express its views and fully and freely discuss with the City Manager anything pertaining to appointment and removal of any department head or employee, but neither the Mayor nor any Councilmember shall in any manner control or demand the appointment or removal of any City department head or employee.

Responding to Public Complaints

It is important that when Councilmembers receive a complaint or inquiry from a member of the public, the Councilmember should acknowledge the requestor's communication without making promises or jumping to conclusions. As the City Manager's role is to investigate and resolve these issues with city staff, all complaints should be forwarded to the City Manager for a response. The City Manager will keep the City Council informed regarding administrative actions.

New Councilmember Orientation

Welcoming newly elected Councilmembers and providing them with the appropriate orientation and resources is crucial to developing an effective, cohesive governance team.

1. With the Brown Act limitations in mind, current Councilmembers are encouraged to reach out to newly elected members to welcome them and build productive working relationships.
2. The City Manager will provide a formal orientation for new Councilmembers to:

- a. Explain roles and responsibilities;
 - b. Introduce department heads;
 - c. Provide practical information such as access to City Hall, office space, security procedures, meeting protocols;
 - d. Study a typical City Council meeting agenda and explain the order of business, consent calendar, business from the floor, and other meeting sections and protocols such as making motions and providing direction to the City Manager and staff during a City Council meeting.
 - e. Review rules regarding confidentiality, the Brown Act, and gift reporting;
3. Councilmembers shall work through the City Manager to schedule additional meetings with department heads and/or tours of city facilities to gain a better understanding of city services and operations.

City Council's Informal Role – Some Helpful Tips to Keep in Mind

1. *Lead by example. Be honest, consistent, and flexible.*
2. *Do not get stampeded into action by the strong demands of special interest groups. Your job is to find the entire community's long-term public interest, and you may be hearing from a vocal minority.*
3. *Be clear on what you stand for and what is important to you.*
4. *Think about what you want to accomplish. Do not act rashly and assume that only you know the best way to accomplish things. Every issue will benefit from additional discussion. Your perceptions may change.*
5. *Sometimes we underestimate the potential impact of a strong leadership voice. Use the dignity of your office to help the community get past contentious issues.*
6. *There can be a tremendous amount of discomfort in making very public decisions. It is important to take a long-term perspective, weigh everything, and reach good decisions.*
7. *Know that you will not be able to satisfy everyone. If you try, you will not be able to demonstrate leadership. Listen fairly, listen thoughtfully, and then do what is best.*
8. *Most of the easy decisions were made a long time ago. Many decisions that need to be made can be difficult – but you cannot always solve those big problems easily.*

Section 3. Communication Protocols



Effective communication brings individuals together to achieve desired outcomes, and it requires clear sharing of information and attentive listening. Successful communication builds and maintains strong relationships, develops reciprocal trust, promotes transparency, supports understanding with the community, and facilitates good decision-making. As importantly, effective communication reduces misunderstanding and decreases the potential for conflict.



Communication between the City Council and the City Manager

Folsom's council-manager form of government directs the City Council to communicate with the City Manager on all matters related to City operations, and City Council members are therefore encouraged to contact the City Manager with questions about city operations or issues. The City Manager will obtain the requested information or direct the appropriate staff member to assist. When an individual City Council member seeks information that the City Manager believes may be of interest or use to other City Council members, the City Manager may share that information with the entire City Council to keep all members equally informed. The City Council should be aware that the City Manager may not readily share some items due to employment law, privacy rights, investigations, etc.

Agenda review sessions with the City Manager and individual City Council members are scheduled in advance of each City Council meeting. City Council members are strongly encouraged to ask questions about agenda items during their agenda review session, as this allows staff time to perform additional research if necessary before the Council meeting. City Council members are welcome to ask the questions again at the Council meeting to benefit other Council members and the public.

Direction to City Manager at City Council Meetings

In providing direction to the City Manager and staff during City Council meetings, the City Council should ensure that direction and motions provide unambiguous policy direction,

including specificity and scope of the desired action. If a motion seems unclear, City Council members should ask for clarification to be sure all agree on the proposed direction.

Communication between City Council Members

City Council Members should treat each other with dignity and respect and observe a high level of professional decorum both on and off the dais. This respectful approach supports a productive sense of camaraderie and sets an example for civil decorum in City Council meetings.

Brown Act

The California open meeting law, commonly known as the "Brown Act," requires all City Council meetings to be open to the public (subject to a few limited exceptions). A meeting is defined as any congregation of a majority of the members of a legislative body at the same time and place to hear, discuss, and deliberate upon any item that is within the subject matter jurisdiction of the legislative body. Accordingly, meetings or discussions between three or more members of the Folsom City Council could violate the Brown Act if such meeting is to discuss any matter within the subject matter jurisdiction of the City Council (e.g., City parks and recreation programs, budget, staffing, streets and traffic, public improvements, or private development projects, etc.) without first complying with agenda-posting and noticing requirements of the Brown Act.

Meetings subject to the Brown Act are not limited to face-to-face gatherings. They also include any communication medium or device (for example, telephone conversations, text messages, social media postings, etc.) through which a majority of the City Council discusses, deliberates, or acts on an item of business outside of a noticed meeting. Communication technologies present particular Brown Act challenges. For example, standard email practices of forwarding or replying to messages can easily lead to a serial meeting prohibited by the Brown Act, as can participation by a majority of the Council members in an internet chatroom, social media format, a Facebook page posting, or blog dialogue.

Social Media

City Council members should use the same professionalism and sound judgment exercised in public meetings when communicating on social media. Beyond standards of professionalism, City Council members should also be mindful of legal restrictions on their social media activity.

In 2020, State legislation (AB 992) amended the Brown Act to address public officials' use of social media, and two particular elements are essential to keep in mind. First, AB 992 clarifies that a public official may have their separate conversation on social media platforms to answer questions, provide information to the public, or solicit information

from the public regarding a matter within the legislative body's subject matter jurisdiction. However, this is legally permissible as long as a majority of the members of the legislative body do not use the social media platform to discuss among themselves of the same matter, including making posts, commenting, and even using digital icons that express reactions (i.e., emojis, "liking", thumbs up, thumbs down, etc.) to the discussion made by other members of the legislative body.

Key Point: *A City Council member may have their own conversation on social media about a matter within the City Council's subject matter jurisdiction, up to the point when a majority of the City Council members starts to have the same conversation on their own. Once there is a majority of City Council members having their own "separate" conversation on social media about the same subject matter, then those conversations must cease altogether. Simply using a digital icon (such as emojis) constitutes having a conversation under AB 992.*

Secondly, AB 992 goes further by prohibiting a member of a legislative body from responding directly to any communication on an internet-based social media platform regarding a matter that is within the subject matter jurisdiction of the legislative body that is made, posted, or shared by any other member of the legislative body. In other words, if a public official posts a comment in response to another public official's social media post about an agency issue, that could be a Brown Act violation under AB 992 (assuming both public officials serve on the same legislative body). AB 992 covers commonly used social media platforms such as Facebook, Instagram, Snapchat, Twitter, blogs, TikTok, and Reddit.

Key Point: *Be careful not to comment on another City Council member's posting on social media, including posting comments, retweeting, "liking," "disliking," responding with positive or negative emojis, and reposting. Violations of the Brown Act can potentially lead to invalidation of future City Council actions, payment of a challenger's attorney fees, and even criminal prosecution for the offender.*

Keeping Each Other Informed of Activities and Reporting on Regional Agency Action
City Council members should proactively keep each other informed of their City-related activities in the community and the region. City Council members should also report on important discussions and actions from the regional agencies they serve. This reporting of activities and actions is best accomplished at a City Council meeting either during discussion of related agenda items or during the Council Comments segment of a meeting.

The proactive sharing of activities contributes to the collaborative nature of the City Council's work and respects the role of all members. Importantly, this sharing of information honors the standard that no single City Council member "owns" a particular

issue or effort. It also reinforces the notion that all members have an equal voice and standing on all matters affecting the City.

Communication between City Council Members and the Public

Speaking for "the City"

When a City Council Member is requested to speak to a group or is asked the Council's position on an issue, the response should reflect the Council's position as a whole as taken in open session. Of course, a member may clarify their vote on a matter by stating, "While I voted against 'X,' the City Council voted in support of it." When representing the City at meetings or other venues, those in attendance must understand the Council's position as well as the position of an individual member.

Safeguarding Confidential, Sensitive and Closed Session Information

Confidential or sensitive City information, including closed session materials and discussions, shall not be disclosed in any circumstances, including via electronic communication.

Correspondence

Members of the City Council will often be called upon to write letters to residents, businesses, or other public agencies. Typically, the Mayor will transmit the City's position on policy matters to outside agencies on behalf of the City Council. Individual members of the Council will often prepare letters for constituents to respond to inquiries or provide requested information. City letterhead is available for this purpose, and staff can assist in the preparation of such correspondence. Requests for assistance should be made to the City Manager.

On occasion, members may wish to transmit correspondence on an issue upon which the Council has yet to take a position or has no position. In these circumstances, members should indicate either in correspondence or verbally that they are not speaking for the City Council as a whole, but for themselves as a private citizen or as one member of the Council. Council Members should avoid expressing opinions that could be perceived as biased or creating an appearance of bias when communicating about a matter that has the potential of coming before the Council for action.

After the City Council has taken a position on an issue, official City correspondence related to the issue should reflect this position. Similar to verbal communication standards, a City Council member who disagrees with the majority opinion may express their position by indicating that, "While I voted against 'X,' the City Council voted in support of it." In

addition, City letterhead and staff support cannot be utilized for any personal purpose or in the Council Member's own campaign, including letters of recommendation.

Representing the City on Regional Agencies

City Council members are assigned to represent the City on a variety of regional agency boards and commissions. Active participation by City Council members on regional agencies ensures the City's interests are adequately represented, advances Folsom's standing in the region, and allows City Council members to gain additional experience while developing connections with leaders from other jurisdictions. City Council members should exhibit the same dedication to regional agency meetings as they do to Council meetings through regular attendance, knowledge of the agenda, and engagement in policy discussions. If a City Council member is unable to attend a meeting, they should advise the alternative representative.

Assignments to regional agencies are generally proposed by the Mayor and require the concurrence of the City Council. Care should be taken to distribute the workload as evenly as possible and capitalize on subject matter expertise. Keeping regional assignments as consistent as possible year-to-year maintains the City's knowledge and seniority on regional agency.

Council meetings provide an opportunity to "report out" on regional activity so that all City Council members, staff, and the public are fully informed. See "[Keeping Each Other Informed of Activities and Reporting on Regional Agency Action](#)" earlier in this section for additional details.

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Section 4. Council Meeting Protocols



The people of this State do not yield their sovereignty to the agencies which serve them. The people, in delegating authority, do not give their public servants the right to decide what is good for the people to know and what is not good for them to know. The people insist on remaining informed so that they may retain control over the instruments they have created.

California Brown Act



Conducting Open Meetings

Folsom City Council meetings are held in compliance with the California Brown Act, which prescribes requirements for open and public meetings, notice of meetings, public participation, and general agenda title guidelines.

Placing an Item on the Agenda

Folsom Municipal Code section 2.06.070(A)(1) places the responsibility to develop the agenda for City Council meetings on the Mayor and the City Manager. Generally, items placed on the agenda will be generated by staff, but occasionally items may be proposed by either a City Council member or a member of the public.

Agenda Items Proposed by a City Council Member

A City Council member may request an item be placed on a future agenda by contacting the Mayor or City Manager. When the proposal entails wholly new policy direction or an issue that has not previously been considered, the Mayor and City Manager may place the item on an agenda to seek preliminary consensus from the City Council whether to investigate the proposal further. Staff will not conduct research or prepare a staff report until receiving direction to do so from the City Manager.

Agenda Items Proposed by Members of the Public

A member of the public may propose an item be placed on a future agenda by contacting a City Council member, pursuant to Folsom Municipal Code section 2.06.070(A)(2). The City Council member should communicate the request to the Mayor and City Manager for appropriate handling and scheduling.

Rules of Order

The City Council generally meets twice per month to conduct the public's business, and it is essential that meetings be orderly, efficient, and well-run. The City Council may establish and adopt by resolution its meeting procedures, and as to matters not covered by Council-adopted procedures, the Folsom Municipal Code provides that those matters shall be governed under the most current edition of Robert's Rules of Order. The Mayor presides over meetings of the City Council; in the absence of the Mayor, the Vice Mayor shall preside. In the absence of the Mayor and Vice Mayor, the City Council may designate a senior member of the City Council to serve as temporary presiding officer to facilitate the conduct of the meeting.

City Council Meeting Norms

For most agenda items, the following sequence of steps will occur:

1. Staff presentation
2. Questions from the City Council
3. Public hearing or public comment (depending upon the nature of the item)
4. Follow up questions from the City Council, if any
5. Motion or proposed direction to staff (see below for more detail regarding motions)
6. Discussion by the City Council
7. Vote on motion, or verbal expression of consensus

Certain hearings (such as appeals, community facility district formations, utility rate increases, etc.) may require additional procedures, and the City Attorney will provide appropriate instructions to guide the City Council's sequence of steps in those instances.

Making and Seconding Motions

Direction is given by the City Council through motions, which are verbal tools to focus discussion on proposed action and, eventually, to memorialize City Council direction. A motion supports orderly deliberation and ensures all voices are heard.

Motions should begin with “I move . . .” to make it clear that this is a motion for action. Most staff reports contain staff’s suggested motion-ready language within the “recommendation” section at the beginning of each staff report, but City Council members may make any desired motion. Motions require another City Council member to “second” the motion, which indicates there is interest in taking action on the motion. Motions are seconded by verbalizing “I second the motion”. Any City Council member or the Mayor may make or second a motion.

Before the Mayor asks the City Clerk to call the question, the City Council may continue to discuss and deliberate on the merit of the motion. The maker of a motion has the right to speak so the City Council understands the basic premise of the motion, and to address any argument or opposition to the motion.

The most commonly used motions are:

Motion Type	Action Accomplished	Language
Main/Original motion	The first motion made which proposes action	“I move that...”
Amending a motion	Either adds or subtracts to the preceding motion	“I move that the motion be amended by...”
Refer to a commission or committee	Refers the matter to a commission or committee	“I move that the issue be referred to the [appropriate commission or committee]”
Continue or Postpone	Continues or postpones action to a future date (this can be to a date certain, or off-calendar to indicate open-ended continuation)	“I move that the issue be [continued to [specific date or off-calendar]]”
Previous Question	Ends discussion and compels a vote	“I move the previous question”

Limit Debate	Re-focuses lengthy or off-topic discussion, without blocking further discussion	"I move to limit discussion to [time limit or topic]"
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In addition, a "point of order" question serves to bring discussion that has detoured away from meeting norms back to conformance with proper procedures. The Mayor or any City Council member may call a point of order.

The City Attorney provides advice during meetings in response to legal or procedural inquiries from the Mayor and City Council members. The City Attorney may also assist the City Council in framing complex motions to ensure clarity of intent and legal sufficiency.

Proclamations and Resolutions of Commendation

From time to time, the City receives requests from external parties for proclamations and resolutions of commendations. These requests are generally submitted to the Mayor, as the Folsom Municipal Code identifies the Mayor as responsible for representing the City for ceremonial purposes. If the Mayor approves the request and indicates the item should be placed on a City Council agenda, staff will prepare the appropriate item.

External presentations

From time to time, the City receives requests from external parties to make a presentation to the City Council. Similar to agenda items proposed by members of the public, requests by external parties to make a presentation before the City Council should be communicated to the Mayor and City Manager for appropriate handling and agenda scheduling.

Reporting and Avoiding Conflicts of Interest

The Political Reform Act of 1974 ("the Act") establishes conflict-of-interest laws in California. The Act limits the receipt of specified gifts and honoraria and promulgates the principle that public officials should perform their duties serving the public in an impartial manner, free from bias caused by their own financial interests or the interests of persons who have supported them. In addition, the Act

sets up a mechanism whereby assets and income of public officials which may be materially affected by their official actions shall be disclosed and in certain circumstances the officials are disqualified from acting within their official capacity so that conflicts of interest may be avoided.

To determine whether a conflict of interest exists under the Act, the California Fair Political Practices Commission (FPPC) prescribes a four-step process, which is complex and time-consuming to properly analyze. The four considerations are:

STEP 1: Is it reasonably foreseeable that the governmental decision will have a financial effect on any of the public official's financial interests?

STEP 2: Will the reasonably foreseeable financial effect be material?

STEP 3: Will the material financial effect on the public official's financial interest be indistinguishable from its effects on the public generally?

STEP 4: Is the public official "making, participating in making, or in any way attempting to use his or her official position to influence the governmental decision"?

Key Point: It is of paramount importance that City Council members consult with the City Attorney to determine the existence of a conflict of interest. This consultation should happen before a City Council meeting when a possible conflict exists related to an agendized item. The City Attorney will assist City Council members in determining whether a conflict of interest exists. If a conflict exists, and no exceptions apply, disqualification is required. The rules and interpretation are complicated, and the Act deals with conflict-of-interest situations on a transactional, or case-by-case, basis. This means that situations must be assessed for possible conflicts of interest in the light of their individual facts. The Act demands continual attention on the part of officials. They must examine each transaction to determine if a conflict of interest that triggers disqualification exists.

When a conflict is determined to exist in relation to an agendized item before the City Council, the conflicted City Council member must:

1. Publicly identify the nature of the conflict / financial interest that causes the conflict (except that he or she need not disclose the street address of a residence);

2. Recuse from discussing and voting on the matter; and
3. Leave the meeting room and refrain from participating in discussion of the item until after the decision has been made
 - a. Exception: Conflicted City Council members do not need to leave the dais for items on the Consent Calendar, but they still must disclose the nature of the conflict / financial interest and refrain from voting on that item

Companion Documents

The City Council has previously approved the below-referenced policies, which should be considered as companion documents to this Governance Manual.

1. Resolution No. 9689 – A Resolution of the City Council of the City of Folsom Relating to City Council Meetings, Proceedings, and Business (2015)
2. Resolution No. 7788 – A Resolution Adopting a Code of Ethics Applicable to the City Council, City Commissions and Committees (2006)

####

City of Folsom Code of Ethics and Conduct for Elected Officials, Commission and Committee Members

Statement of Purpose:

The City Council for the City of Folsom desires the highest level of ethical conduct for the members of the City Council and members of appointed commissions and committees. The residents and businesses of the City of Folsom are entitled to fair and accountable local government and to be represented by public officials who act in an ethical manner. The City of Folsom's strong desire to fulfill this mission therefore requires that:

- Public officials, both elected and appointed, comply with both the letter and spirit of the laws and policies affecting the operations of government;
- Candidates for City Council positions should adhere to high ethical standards;
- Public officials be independent, impartial and fair in their judgment and actions;
- Public office be used for the public good, not for personal gain; and
- Public deliberations and processes be conducted openly, unless legally confidential, in an atmosphere of respect and civility.

To this end, the City Council for City of Folsom has adopted this Code of Ethics and Conduct (Code of Ethics) for elected officials and members of appointed commissions and committees to assure public confidence in the integrity of local government and its effective and fair operation. It is intended that this Code of Ethics apply to the designated public officials and candidates for the City Council. The goal of this Code of Ethics is to promote ethical behavior and to set ethical standards, rather than be penal in nature. Asserted violations of this Code of Ethics shall not be grounds to void any action taken by the City Council, commissions or committees. Nothing in this Code of Ethics is intended to limit any powers, rights or authority inherent in the City Council.

Members of the public seeking election to the City Council or appointment to commissions and committees are strongly encouraged to endorse and comply with the provisions of this Code of Ethics.

City Council members and members of appointed commissions and committees are referred to generally as "Public Officials" in this Code of Ethics.

1. Act in the Public Interest

Recognizing that the public interest must be their primary concern, Public Officials will work for the common good of the people of the City of Folsom and not for any private or personal interest. They will assure fair and equal treatment of all persons, businesses and interests coming before the City of Folsom City Council, commissions, and committees. The professional and personal conduct of Public Officials must be above reproach and avoid even the appearance of impropriety.

2. Comply with the Law

Public Officials shall comply with the laws of the nation, the State of California, and the City of Folsom in the performance of their public duties. These laws include, but are not limited to: the Constitutions of the United States and California; laws pertaining to conflicts of interest, election campaigns, financial disclosures, employer responsibilities, open processes of government; and the City of Folsom Charter, Municipal Code and Resolutions.

3. Respect for Process

Public Officials shall perform their duties in accordance with the processes and rules of order established by the City Council, commissions, and committees governing the deliberation of public policy issues, meaningful involvement of the public, and implementation of policy decisions of the City Council by City staff.

4. Decisions Based on Merit

Public Officials shall base their decisions on the merits and substance of the matter at hand. Public Officials shall prepare themselves for public issues and listen courteously and attentively to all public discussions before the body.

5. Communication

Communication with the public is an important aspect of open and responsive government. While balancing the desire for open government and the need to preserve due process, Public Officials should avoid improper ex parte communications with parties when the official is sitting in a quasi-judicial role.

Public Officials shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members of the City Council, commissions and committees, the staff or public and otherwise interfere with the orderly conduct of meetings. This provision is not intended to limit the right of a Public Official to comment on the manner in which the business of the City is being conducted.

6. Conflict of Interest

In order to assure their independence and impartiality on behalf of the common good, public officials shall not use their official position to influence government decisions in which they have a material financial interest. Public Officials shall comply with state law, the City Charter and the Municipal Code regarding disclosure and avoidance of conflicts of interest.

7. Gifts and Favors

Public Officials shall comply with the requirements of the Political Reform Act relating to the acceptance and reporting of gifts.

8. Confidential Information

Public Officials shall respect the confidentiality of information concerning City property, personnel or proceedings of the City, including information received in Closed Session meetings of the City Council. They shall neither disclose confidential information without proper legal authorization, nor use such information to advance their personal interests.

9. Use of Public Resources

Public Officials shall not use public resources for private gain or personal purposes. Public Officials shall not utilize the City's name or logo for the purpose of endorsing any political candidate or business.

10. Political Contributions

A member or candidate for City Council shall not solicit contributions or endorsements from City employees. This provision is not intended to interfere with an employee's right to endorse or contribute on his/her own or to prohibit soliciting contributions or endorsements from employee bargaining units.

11. Representation of Private Interests

In keeping with their role as stewards of the public interest, members of Council shall not appear on behalf of the private interests of third parties before the Council or any board, commission, committee, or proceeding of the City, nor shall members of commissions or committees appear before their own bodies or before the Council on behalf of the private interests of third parties on matters related to the areas of service of their bodies.

12. Advocacy

Public Officials shall represent the official policies or positions of the City Council, commission, or committee to the best of their ability when designated as delegates for this purpose. When presenting their individual opinions and positions, officials shall explicitly state they do not represent their body or the City of Folsom.

13. Policy Role of Members

Public Officials shall respect and adhere to the council-manager structure of the City of Folsom as outlined in the City's policies and procedures and follow the City of Folsom's Charter and Municipal Code with respect to the City Manager's relationship with the City Council. In this structure, the City Council determines the policies of the City with the advice, information and analysis provided by the public, commissions and committees, and City staff. Except as provided by the City Charter or ordinance, Public Officials shall not interfere with the administrative functions of the City or the professional duties of City staff, including the City Manager's responsibility to address personnel matters; nor shall they impair the ability of staff to implement Council policy decisions.

14. Independence of Commissions and Committees

Because of the value of the independent advice of commissions and committees to the public decision-making process, members of City Council shall refrain from using their position to unduly influence the deliberations or outcomes of commission or committee proceedings.

15. Positive Work Place Environment

Consistent with the City of Folsom's Core Values, Public Officials shall support the maintenance of a positive and constructive work place environment for City employees and for residents and businesses dealing with the City. Public Officials shall recognize their special role in dealings with City employees and refrain from creating the perception of inappropriate direction to staff.

16. Harassment and Discrimination

The City of Folsom is committed to providing an environment that is free from unlawful discrimination, including discrimination or harassment that is based on any legally protected status. Public Officials shall not engage in any form of harassment as that term is defined in the City of Folsom Personnel Rules and Regulations. The City will not tolerate any form of discrimination or harassment that violates this policy. This policy forbids any unwelcome conduct that is based on an individual's age, race, color, religion, sex, national origin, ancestry, marital status, sexual-orientation, veteran status, physical or mental disability, legally protected medical condition or association with anyone who has, or is perceived to have, any protected characteristic, or any other basis protected by state, federal or local law.

17. Implementation of the Code of Ethics

The City of Folsom Code of Ethics expresses standards of ethical conduct expected for members of the City of Folsom City Council, commissions and committees. Public Officials themselves share the responsibility to assure that ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of government.

RESOLUTION NO. 2023-4519

**A RESOLUTION OF THE TOWN COUNCIL OF THE TOWN OF SAN ANSELMO
ESTABLISHING RULES OF DECORUM FOR PUBLIC MEETINGS**

WHEREAS, Town public meetings are considered a “limited public forum” and the Town may regulate the time, place and manner of speech permitted during these meetings if the regulations do not discriminate based on the viewpoint being expressed and are evenly enforced; and

WHEREAS, the Ralph M. Brown Act authorizes the Town to adopt reasonable regulations to ensure the opportunity for members of the public to directly address the legislative body on agenda items and topics within the Town’s subject matter jurisdiction, including, but not limited to, regulations limiting the total amount of time allocated for public testimony on particular issues and for each individual speaker (Cal. Gov’t Code § 54954.3(b)(1)); and

WHEREAS, the Town Council believes that adopting rules of decorum that apply to all Town public meetings will help ensure that civic engagement and local democracy continue to flourish in Town; and

WHEREAS, the Brown Act recognizes the Town Council’s ability to adopt reasonable rules and to enforce those rules when a meeting attendee’s behavior disturbs, disrupts, impedes or renders infeasible the orderly conduct of a public meeting (Cal. Gov’t Code §§ 54954.3; 54957.9 and 54957.95); and

WHEREAS, adoption of the Rules of Decorum for Town Public Meetings is not a “project” under the California Environmental Quality Act, because it does not involve an activity which has the potential to cause a direct or reasonably foreseeable indirect physical change in the environment. (Cal. Pub. Res. Code § 21065).

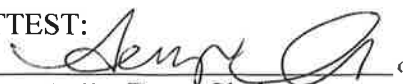
NOW, THEREFORE, BE IT HEREBY RESOLVED as follows:

Section 1. The above recitals are incorporated herein by reference as if set forth in full. Furthermore, the Town Council hereby adopts the Rules of Decorum for Town Public Meetings, which are attached hereto as Attachment 1 and incorporated herein by reference.

I hereby certify that the foregoing Resolution was duly passed and adopted at a regular meeting of the San Anselmo Town Council on the 10th day of October, by the following vote:

AYES:	Councilmember: Kullaway, Fineman, Colbert, Burke, Mayor Burdo
NOES:	Councilmember: None
ABSENT:	Councilmember: None
ABSTAIN:	Councilmember: None


Steve Burdo, Mayor

ATTEST: 
Serge Avila, Town Clerk

Attachment 1**Rules of Decorum for Town Public Meeting****A. General Provisions**

The Town of San Anselmo (Town) has numerous public meetings, including Town Council meetings, Commission meetings, Board meetings, and Committee meetings (hereinafter “Public Meetings”). To safeguard participatory democracy in Town, all persons attending Town Public Meetings, whether in-person or remotely, are expected to adhere to the following standards of conduct at Public Meetings:

1. Treat everyone courteously;
2. Listen to Town Officials and other members of the public respectfully;
3. Exercise self-control and avoid loud, insulting, demeaning, offensive, and threatening communications;
4. Listen to all speakers with an open mind and without interrupting the speakers;
5. Focus on the issues.

B. Rules of Decorum

1. No person attending a Public Meeting, whether in-person or remotely, shall engage in disorderly or boisterous conduct—including but not limited to whistling, stamping of feet, booing, or making any loud, threatening, profane, abusive, personal, or impertinent, utterance—that disturbs, disrupts, or otherwise impedes the orderly conduct of the meeting.
2. Signs, placards, banners, or other similar items shall not be permitted in the audience during a Public Meeting if the presence of such item disturbs, disrupts or otherwise impedes the orderly conduct of the meeting.
3. All persons attending a Public Meeting shall obey any lawful order of the Presiding Officer to enforce the Rules of Decorum.
4. It is the responsibility of the Presiding Officer to keep comments on topic during Public Meetings. All persons making comments should comply with the Presiding Officer’s direction to stay on topic.

C. Enforcement of Rules of Decorum

1. The Presiding Officer shall be responsible for maintaining the decorum at the Public Meeting and reasonably and uniformly enforcing the Rules of Decorum.
2. Enforcement may be required in relation to in-person or remote attendee behavior.
3. If any person, whether in person or remotely, breaches the Rules of Decorum in a manner that disturbs, disrupts, impedes or renders infeasible the orderly conduct of the meeting, the Presiding Officer or their designee shall warn the individual that their behavior is disrupting the meeting and that their failure to cease their behavior may result in their removal.¹
4. If the individual(s) do not promptly cease their disruptive behavior, the Presiding Officer or their designee may then remove the individual from the meeting.
5. The Town Council, all Town Commissions, Boards and Committees and Town staff shall promote the use of and adherence to these guidelines for behavior at all Town public meetings.

¹ For purposes of these rules “removal” for remote meeting participants means that the participant will be muted and their video will be turned off.