

CITY OF WEST SACRAMENTO
REGULAR MEETING OF THE WEST SACRAMENTO CITY COUNCIL AND
WEST SACRAMENTO REDEVELOPMENT SUCCESSOR AGENCY & WEST SACRAMENTO FINANCING AUTHORITY
JUNE 27, 2018 AGENDA

Christopher L. Cabaldon, Mayor

Christopher T. Ledesma, Mayor Pro Tem
Mark F. Johannessen, Council Member

Beverly A. Sandeen, Council Member
Quirina Orozco, Council Member

Martin Tuttle, City Manager
Jeffrey Mitchell, City Attorney

6:00 PM Closed Session – See attached agenda
7:00 PM Pledge of Allegiance

The meeting will be held at City Hall, City Council Chambers, 1110 West Capitol Avenue, West Sacramento

Anyone wishing to address the Council, or any agenda item, should fill out the Request to Speak card and present it to the City Clerk prior to the completion of staff presentation. Items on the Consent Agenda will be considered in one motion and the card should be turned in prior to the first item on Consent.

GENERAL ADMINISTRATION FUNCTION – PART I

- 1A. PRESENTATIONS BY THE PUBLIC ON MATTERS NOT ON THE AGENDA WITHIN THE JURISDICTION OF THE COUNCIL.**
The Council is prohibited from discussing issues not on the agenda brought to them at this time. According to State Law (the Brown Act), items must first be noticed on the agenda before any discussion or action.
- 1B. COUNCIL COMMUNICATIONS / ASSIGNMENTS**
- | | |
|---|---|
| Age-Friendly Communities Task Force | Sandeen, Johannessen |
| Align Capital Region | Cabaldon |
| Bikeshare Policy Steering Committee | Cabaldon |
| City/County 2x2 | Sandeen, Orozco |
| City/School 2x2 | Orozco, Cabaldon |
| Delta Protection Commission | Cabaldon; Alternate - Ledesma |
| Executive Commission for the Homeless 10-Year Plan | Johannessen |
| EIFD Public Financing Authority | Ledesma, Cabaldon, Sandeen |
| Local Agency Formation Commission | Alternate – Sandeen |
| Port District Commission | Ledesma; Johannessen; Sandeen; Cabaldon; Alternate - Orozco |
| Regional Water Authority | Orozco |
| River City Regional Stadium Financing Authority | Cabaldon, Orozco |
| Riverfront Joint Powers Authority | Cabaldon, Ledesma; Alternate - Sandeen, Alternate - Johannessen |
| Sacramento Area Council of Governments (SACOG) | Cabaldon; Alternate - Ledesma |
| Sacramento Regional County Sanitation District Board | Orozco; Alternate - Sandeen |
| Streetcar Policy Steering Committee | Cabaldon; Ledesma; Alternate - Orozco |
| Water Resources Association | Sandeen |
| West Sacramento Area Flood Control Agency JPA | Sandeen; Alternate - Ledesma |
| West Sacramento Housing Development Corporation Liaison | Johannessen |
| Yolo County Children’s Alliance | Orozco |
| Yolo County Consolidated Redevelopment Successor Agency Oversight Board | Ledesma |
| Yolo County Housing Authority | Johannessen |
| Yolo County Transportation District | Ledesma; Alternate - Sandeen |
| Yolo Habitat Conservancy | Ledesma; Alternate - Orozco |
| Yolo-Solano Air Quality Management District | Johannessen; Alternate – Vacant |
| Yolo Subbasin Sustainable Groundwater Agency | Sandeen |
- 1C. COUNCIL APPOINTMENTS, REAPPOINTMENTS, REMOVALS TO/FROM CITY AND NON-CITY BOARDS AND COMMISSIONS**
Economic Development & Housing Commission; Planning Commission.

If you need special assistance to participate in this meeting, please contact the City Clerk’s Office, 617-4500. Notification of at least 48 hours prior to the meeting will assist staff in assuring that reasonable arrangements can be made to provide accessibility to the meeting. Assisted listening devices are available at this meeting.

CONSENT AGENDA

2. **COMMUNITY DEVELOPMENT/PLANNING**
CONSIDERATION OF SECOND READING AND ADOPTION OF ORDINANCE 18-10 APPROVING A DEVELOPMENT AGREEMENT FOR A CANNABIS MANUFACTURING FACILITY AT 2286 DEL MONTE STREET. (HAMILTON)

Comment: This item seeks second reading and adoption of Ordinance 18-10, which would approve a development agreement between the City and Norcal Green Ventures, LLC for a cannabis manufacturing facility.
3. **ECONOMIC DEVELOPMENT & HOUSING**
CONSIDERATION OF AMENDMENTS TO SHARED EQUITY HOUSING PROGRAM GUIDELINES. (LAUREL)

Comment: This item seeks to make modifications to the City's Shared Equity Housing Program (SEHP) Guidelines to allow for improved program administration and more efficient use of recaptured funds from the sale of SEHP homes.
4. **PUBLIC WORKS/ENGINEERING**
CONSIDERATION OF SIGNAL EQUIPMENT PURCHASE TO IMPLEMENT THE HARBOR BOULEVARD ADVANCED TRAFFIC MANAGEMENT SYSTEM PILOT PROJECT. (ANBIAH)

Comment: The signals along the Harbor Boulevard corridor between US 50 and Industrial Boulevard are equipped with older, nearly obsolete technology. Staff is proposing the purchase of new signal equipment to implement a pilot project that could be expanded in the future to enhance operations at intersections throughout the City.
5. **PUBLIC WORKS/FACILITIES**
CONSIDERATION OF APPROVAL OF A CONTRACT FOR PROFESSIONAL SERVICES WITH SYSTEMS AND SPACE INC. TO PROVIDE A NEW HIGH-DENSITY EVIDENCE SHELVING/STORAGE SYSTEM AT THE CITY OF WEST SACRAMENTO POLICE DEPARTMENT. (ANBIAH)

Comment: The West Sacramento Police Department is seeking to upgrade and improve the areas that encompass storage for general property and evidence. Due to recent legislation extending evidence retention requirements additional storage capacity is needed. Seeking City Council approval of a professional service contract with Systems and Space Inc. to provide a new high-density property and evidence mobile shelving/storage system at the City of West Sacramento Police Department.
6. **PUBLIC WORKS/TRANSPORTATION**
CONSIDERATION OF RESOLUTION 18-39 REQUESTING AUTHORIZATION TO EXECUTE AND SUBMIT FY 2018/19 TRANSPORTATION DEVELOPMENT ACT (TDA) CLAIM TO THE SACRAMENTO AREA COUNCIL OF GOVERNMENTS (SACOG). (ANBIAH)

Comment: The City must submit an annual claim to the Sacramento Area Council of Governments to request an allocation of Transportation Development Act (TDA) funds for projected expenses in the upcoming fiscal year. Staff is requesting City Council authorization to execute and submit the FY 2018/19 TDA Claim for \$2,903,312 for public transportation related planning and services to SACOG for approval.
7. **PUBLIC WORKS/TRANSPORTATION**
CONSIDERATION OF APPROVAL OF AMENDMENT TO THE SAFE ROUTES TO SCHOOL PROFESSIONAL SERVICES CONTRACT WITH WALKSACRAMENTO. (ANBIAH)

Comment: The City was awarded an additional \$50,000 under the auspices of an existing Caltrans grant to implement a Safe Routes to School (SRTS) program for all public K-8 schools in the Washington Unified School District (WUSD). The City has contracted with WALKSACRAMENTO since 2012 to implement the SRTS program but were unable to engage with some schools in the 2017/18 school year due to WUSD staffing changes. Staff is seeking City Council approval of Amendment No.1 to use \$40,000 of the additional funds toward the existing professional services contract with WALKSACRAMENTO to resolve unmet needs, which would extend the contract period of performance through June 1, 2019.
8. **PUBLIC WORKS/TRANSPORTATION**
CONSIDERATION OF RESOLUTION 18-40 AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS) FOR THE WEST SACRAMENTO MOBILITY ACTION PLAN (MAP). (ANBIAH)

Comment: On October 4, 2017, City Council adopted Resolution 17-59 authorizing a funding allocation of required local match alongside the submittal of an application to the FY 2017/18 Caltrans grant program for the development of the Mobility Action Plan (MAP). The City's FY 17/18 application was unsuccessful but was resubmitted in the FY 2018/19 Caltrans Sustainable Planning Grant cycle, wherein Caltrans elected to award the City \$248,226. Resolution 18-40 recommends the required \$32,160 in local match which Council previously approved an allocation of Transportation Development Act (TDA) funds toward, update for the FY 2018/19 Caltrans grant cycle. Caltrans requires an adopted resolution explicitly stating the project and grant program title as a condition of grant acceptance.

9. **PUBLIC WORKS/TRANSPORTATION**
CONSIDERATION OF APPROVAL OF ADDENDUM NO. 1 FOR FEDERAL HIGHWAY ADMINISTRATION FY 2014 TRANSPORTATION INVESTMENT GENERATING ECONOMIC RECOVERY (TIGER) PLANNING GRANT NO. 15 FOR THE BROADWAY BRIDGE PROJECT. (ANBIAH)

Comment: The Broadway Bridge project is a cooperative effort with the City of Sacramento initiated after acceptance of the joint Sacramento Riverfront Master Plan in 2003 and the 2011 Sacramento River Crossings Alternatives Study. The Project Approval and Environmental Document (PA/ED) phase is a continuation of the Broadway Bridge Feasibility Study completed and accepted by both cities in December 2015, which identified feasible crossing alternatives south of US 50/Pioneer Bridge. The PA/ED phase currently in-progress evaluates alternative alignments, identifies a preferred crossing location, documents environmental impacts, and completes the preliminary engineering necessary to move the project toward final design. Construction and bridge opening is anticipated between 2030 and 2035. The item before Council includes an update on the project and presents FY 2014 TIGER Planning Grant No. 15, Addendum No. 1 which seeks approval to modify the PA/ED schedule in line with the current scope of work.

10. **PUBLIC WORKS/TRANSPORTATION**
CONSIDERATION OF INFORMATION REGARDING THE SUBMISSION OF GRANT FUNDING APPLICATIONS FOR THE ACTIVE TRANSPORTATION PROGRAM AND SACRAMENTO AREA COUNCIL OF GOVERNMENTS (SACOG) REGIONAL FUNDING PROGRAM. (ANBIAH)

Comment: This information item is intended to inform the City Council about the list of projects staff will be submitting to various grant funding programs. The funding programs are the State Active Transportation Program and the Sacramento Area Council of Governments 2018 Funding Program.

11. **CITY MANAGER/CITY CLERK**
CONSIDERATION OF RESOLUTION 18-32 CALLING AN ELECTION AND REQUESTING THE BOARD OF SUPERVISORS TO PERMIT THE COUNTY CLERK TO RENDER SPECIFIED SERVICES TO THE CITY RELATING TO THE CONDUCT OF A MUNICIPAL ELECTION ON NOVEMBER 6, 2018. (BERLIN)

Comment: If the City wishes to have the County Clerk conduct the election, the Council must request the Board of Supervisors, by resolution, to consolidate the Municipal and General Elections and to allow the County Clerk to conduct the election. The County Clerk has requested that resolutions requesting consolidation be received no later than July 13. The candidate filing period begins on July 16.

12. **CITY MANAGER/HUMAN RESOURCES**
CONSIDERATION OF APPROVAL OF NEW JOB CLASSIFICATION DESCRIPTIONS, UPDATES TO EXISTING JOB CLASSIFICATION DESCRIPTIONS, UPDATES TO BENEFIT SUMMARIES, AND CLASSIFICATION PLAN AND AUTHORIZED POSITION LIST FOR FISCAL YEAR 2018/19. (BERLIN)

Comment: Consideration of approval for new and updated job classification descriptions, updates to Police Officer Association (POA) Benefit Summaries, Police Recruit Benefit Summary, City Manager Benefit Summary, Classification Plan FY18/19 and Authorized Position List FY18/19.

13. **CITY MANAGER/CITY CLERK**
CONSIDERATION OF APPROVAL OF THE MINUTES OF THE MAY 23 AND JUNE 13, 2018 REGULAR CITY COUNCIL MEETINGS. (RANKIN)

TIME-SET AGENDA (approximately 7:30 pm)

14. **ADMINISTRATIVE SERVICES/FINANCE**
PUBLIC HEARING AND REPORT OF MEASURE K AND MEASURE V REVENUE AND DISBURSEMENTS. (RAPER)

Comment: Staff is seeking a public hearing regarding the disbursement of Measures K and V revenue and requesting direction to file and publish the report.

Recommendation: It is respectfully recommended that Council conduct a public hearing; receive and file this agenda report of Measure K and Measure V revenue and disbursements; and direct staff to publish the report of Measure K and Measure V revenue and disbursements.

15. **COMMUNITY DEVELOPMENT/PLANNING**
PUBLIC HEARING AND FIRST READING OF ORDINANCE 18-11 APPROVING THE FIRST AMENDMENT TO THE RIVER WELLNESS DEVELOPMENT AGREEMENT. (HAMILTON)

Comment: This item seeks first reading of Ordinance 18-11, which would approve amendments to the existing River Wellness development agreement that are primarily administrative in nature and do not change the site or facility operations.

Recommendation: Waive first reading and read by title only Ordinance 18-11 thereby approving the requested amendments to the development agreement.

16. **ECONOMIC DEVELOPMENT & HOUSING**
PUBLIC HEARING AND CONSIDERATION OF RESOLUTION 18-37 ADOPTING THE 2018/2019 ANNUAL ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM. (LAUREL)

Comment: The City is eligible to receive \$446,498 in Community Development Block Grant (CDBG) funding from the U.S. Department of Housing and Urban Development (HUD) for fiscal year 2018/2019; and, approximately \$130,000 in CDBG program income is projected for the year. The City is required to adopt an Annual Action Plan outlining how funds will be used to assist low- and moderate-income residents and neighborhoods.

Recommendation: It is respectfully recommended that the City Council conduct the public hearing and adopt Resolution 18-37 approving the 2018/2019 CDBG Annual Action Plan and authorizing submission to HUD.

REGULAR AGENDA

17. **ADMINISTRATIVE SERVICES/FINANCE**
CONSIDERATION OF UPDATE OF THE SEWER FUND, WATER FUND, AND REFUSE FUND ANALYSIS RATE IMPLEMENTATION FOR FISCAL YEAR 2018/19 AND ADOPTION OF RESOLUTION 18-45 APPROVING RELATED BUDGET AMENDMENTS. (RAPER)

Comment: This purpose of this report is to provide an update on the Sewer Fund, Water Fund, and Refuse Fund financial analysis, to request authorization of the implementation of the proposed rates for Fiscal Year 2018/19, to request approval of changes to the authorized position listing, and consideration of Resolution 18-45 adopting related budget amendments.

Recommendation: : Staff respectfully recommends that the City Council consider staff's report on the revenues and expenditures for Fiscal Year 2017/18 and projected revenues and expenditures for FY 2018/19; authorize no increase for sewer service charges despite the increase approved in Resolution 17-43; authorize the implementation of the approved rate increase for water service charges, pursuant to Resolution 17-43; authorize an adjusted rate increase that is less than that approved in Resolution 17-43 for refuse service charges; authorize the change in the authorized position list to add 1.0 FTE position in the Sewer Operating Fund (501) and 1.0 FTE and 0.5 FTE positions in the Water Operating Fund (506) in Fiscal Year 2018/19; and adopt Resolution 18-45 approving amendments to the Utility Fund budgets for FY 2018/19.

18. **ADMINISTRATIVE SERVICES/FINANCE**
CONSIDERATION AND AWARD OF CONTRACT WITH GOLDEN STATE FIRE APPARATUS, INC. FOR ACQUISITION OF FIRE APPARATUS AND ADOPTION OF RESOLUTION 18-43 APPROVING THE FINANCING OF CERTAIN FIRE APPARATUS, DECLARING THE CITY'S INTENT TO REIMBURSE ITSELF FROM THE PROCEEDS OF DEBT FOR CERTAIN EXPENDITURES, AND ADOPTING RELATED AMENDMENTS TO THE FY 2018/19 BUDGET. (RAPER)

Comment: This report requests authorization to purchase two fire vehicles and associated long term financing of the vehicles through a lease-purchase agreement with U.S. Bank.

Recommendation: It is recommended that the West Sacramento City Council adopt Resolution 18-43, which will authorize the award of a contract to with of Golden State Fire Apparatus, Inc., for two fire vehicles (collectively "fire apparatus") in the amount of \$1,754,008.96; authorize the City Manager to accept a proposed equipment lease, and to enter into a lease-purchase agreement with U.S. Bank to finance the purchase of the fire apparatus and equipment in the amount of \$1,800,000; and declare the City's official intent to reimburse prior expenditures from loan proceeds and approves a minor increase in appropriations in FY 2018/19 to cover the debt payment.

19. **ECONOMIC DEVELOPMENT & HOUSING**
WORKSHOP ON AND APPROVE AND AUTHORIZED SUBMISSION OF THE DRAFT PIONEER BLUFF AND STONE LOCK REUSE MASTER PLAN. (LAUREL)

Comment: In 2014, the City Council approved the Pioneer Bluff Transition Plan. In 2015, the City was awarded a Strategic Growth Council Sustainable Communities Planning grant for the development of the Pioneer Bluff and Stone Lock Reuse Master. Staff will present a summary of the proposed Pioneer Bluff and Stone Lock Reuse Master Plan (Draft Master Plan).

Recommendation: Staff respectfully recommends that the City Council: 1) conduct a workshop on the Draft Master Plan, 2) provide comments and 3) approve and authorize the submission of the Draft Master Plan to the Strategic Growth Council thereby satisfying a Sustainable Communities Planning grant requirement.

20. **PUBLIC WORKS/TRANSPORTATION**
CONSIDERATION OF AN UPDATE AND WORKSHOP ON THE PILOT ON-DEMAND RIDESHARE SERVICE. (ANBIAH)

Comment: The purpose of this report is to conduct a workshop to solicit preliminary City Council direction on how best to define and measure the success of the Via On-Demand Rideshare program as it relates to the City's broader mobility goals and policies, and to request Council feedback and approval of the project Marketing Plan. A regular project update will also be provided.

Recommendation: Staff respectfully recommends that the City Council receive an informational update on the Pilot On-Demand Rideshare service, conduct a workshop to discuss performance goals and metrics for the Via rideshare service, and discuss and approve the Via On-Demand Rideshare Marketing Plan.

21. **CITY MANAGER**
CONSIDERATION OF SECOND READING AND ADOPTION OF ORDINANCE 18-12 AND ADOPTION OF RESOLUTION 18-44 REGARDING A NEW LOCAL GENERAL PURPOSE TRANSACTIONS AND USE TAX. (BERLIN)

Comment: This item requests second reading and approval of Ordinance 18-12 and adoption of Resolution 18-44 related to a proposed ballot measure for the November 2018 election to impose a quarter-cent general transactions and use tax for the purpose of providing funding for public safety and investments in inclusive economic development and community improvements and other unrestricted general revenue purposes.

Recommendation: It is respectfully recommended that the City Council: 1) Waive the second reading, read by title and number only, and adopt Ordinance 18-12 imposing a general transactions and use tax to be administered by the California Department of Tax and Fee Administration; and 2) Adopt Resolution 18-44 calling a special municipal election to be held on November 6, 2018 for the purposes of approving an Ordinance imposing a one-quarter percent general transactions and use tax for public safety and investments in inclusive economic development and community improvements, requesting that the Yolo County Board of Supervisors consolidate the election with the statewide election, authorizing the Mayor to prepare a written argument in support of the tax measure, and directing the City Attorney to prepare an impartial analysis of the measure.

ADMINISTRATIVE FUNCTION – PART II

- 22. A. Council Calendar
- B. City Manager Report
- C. City Attorney Report
- D. Staff Direction from City Council Members
- E. Future Agenda Item Requests by Council
- F. Adjourn

**CITY OF WEST SACRAMENTO
REGULAR MEETING OF THE WEST SACRAMENTO CITY COUNCIL AND
WEST SACRAMENTO REDEVELOPMENT SUCCESSOR AGENCY & WEST SACRAMENTO FINANCING AUTHORITY
JUNE 27, 2018 CLOSED SESSION AGENDA**

Christopher L. Cabaldon, Mayor

Christopher T. Ledesma, Mayor Pro Tem
Mark F. Johannessen, Council Member

Beverly A. Sandeen, Council Member
Quirina Orozco, Council Member

Jeffrey Mitchell, City Attorney

6:00 PM Call to Order

1. CITY ATTORNEY

Conference with Legal Counsel – Significant Exposure to Litigation - GC §54956.9(b): 2

2. CITY ATTORNEY

Conference with Labor Negotiator - GC §54957.6
Agency Negotiator: Laura Izon Powell
Employee Organization: Police Managers' Association (PMA)

I, Teresa Willock, Sr. Deputy City Clerk, declare under penalty of perjury that the foregoing agenda for the June 27, 2018 regular and closed session meetings of the West Sacramento City Council, Redevelopment Successor Agency and Financing Authority was posted June 22, 2018 in the office of the City Clerk, 1110 West Capitol Avenue, West Sacramento, CA and was available for public review.

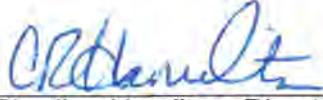


Teresa Willock, Sr. Deputy City Clerk

NOTE: If you challenge the nature of a proposed action in court, you may be limited to raising only those issues you or someone else raised at the public hearing described in this notice, or in written correspondence delivered to the City Council at, or prior to, the public hearing.

All public materials related to an item on this agenda submitted to the City Council after distribution of the agenda packet are available for public inspection in the City Clerk's Office at 1110 West Capitol Avenue during normal business hours. Any document provided at the meeting by staff will also be available to the public. Any document provided at the meeting by the public will be available the next business day following the meeting.

City Council meetings are broadcast live on AT&T Channel 99 and Wave Cable Channel 20, and rerun the next day at 12:00 pm and the following Saturday at 6:00 pm. The agenda and agenda reports are also available on the City's website at www.cityofwestsacramento.org.

MEETING DATE: June 27, 2018		ITEM # 2	
SUBJECT:			
CONSIDERATION OF SECOND READING AND ADOPTION OF ORDINANCE 18-10 APPROVING A DEVELOPMENT AGREEMENT FOR A CANNABIS MANUFACTURING FACILITY AT 2286 DEL MONTE STREET			
INITIATED OR REQUESTED BY:		REPORT COORDINATED OR PREPARED BY:	
<input type="checkbox"/> Commission <input type="checkbox"/> Staff		Kathy Allen, Associate Planner	
<input checked="" type="checkbox"/> Other			
		Charline Hamilton, Director Community Development Department	
ATTACHMENT <input checked="" type="checkbox"/> Yes <input type="checkbox"/> No		<input type="checkbox"/> Information <input type="checkbox"/> Direction <input checked="" type="checkbox"/> Action	

OBJECTIVE

This item seeks second reading of Ordinance 18-10, which approves a Development Agreement (DA) between the City and Norcal Green Ventures, LLC to allow a cannabis manufacturing facility at 2286 Del Monte Street.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council:

1. Find that the project is exempt from further environmental review pursuant to Class 1 (Existing Facility) and Class 32 (Infill Development), Categorical Exemptions under the California Environmental Quality Act (CEQA) and Business & Professions Code §26055(h), and find that the Exemptions reflect the independent judgment of the City as lead agency under CEQA; and,
2. Waive the second reading and read by title and number only, and adopt Ordinance 18-10 approving the Development Agreement with Norcal Green Ventures, LLC at 2286 Del Monte Street, for cannabis manufacturing.

BACKGROUND

Norcal Green Ventures, LLC is proposing to operate a +12,000 square foot facility at 2286 Del Monte Street for a cannabis manufacturing facility (see Attachment 1, Vicinity Map, and Attachment 2, Statement of Justification). The property is zoned Light Industrial (M-1) which allows for the use with approval of a Conditional Use Permit (CUP) by the Planning Commission and Development Agreement (DA) by City Council. The Planning Commission approved the Conditional Use Permit for the requested use on May 17, 2018 and recommended approval of the proposed Development Agreement to the City Council. Under the terms and conditions of the approved CUP and proposed DA, the applicant will be required to obtain the required State license for operation of a cannabis manufacturing business. No customers or sales will occur at the facility along with no signage or identification of what type of business is operating. No retail sales would occur at the facility.

Norcal Green Ventures, LLC is proposing to locate in an existing one-story building (see Attachment 3, Site and Floor Plan). The property is bounded by the ball fields at Westmore Oaks school to the north and industrial uses on the other three sides.

On June 13, 2018 the City Council conducted a public hearing on the proposed DA and unanimously approved first reading of Ordinance 18-10. There was no public comment on the item other than from the applicant team. Council discussed odor control, proximity to WUSD property, and that this is proposed to be a manufacturing only facility. Council also gave direction to allow staff and the City Attorney's office to review Section 1.15.6 of the DA for possible minor revisions. Ultimately it was decided that no revisions were necessary.

Cannabis Regulation History

On November 8, 2016, California voters approved Proposition 64, known as the Control, Regulate, and Tax Adult Use of Marijuana Act (AUMA). AUMA legalized non-medical cannabis use, possession and cultivation by persons 21 years of age or older. With the majority vote passage, the provisions related to personal use, possession, and cultivation of nonmedical cannabis went into effect on November 9, 2016. Commercial nonmedical cannabis activities also became legal on November 9, 2016, although commercial activities require state licenses. As of January 1, 2018 the State of California began issuing these licenses to businesses.

On June 27, 2017, CA Senate Bill 94 was signed into law, repealing the Medical Cannabis Regulation and Safety Act (MCRSA) and amending AUMA. The new law is now called Medicinal and Adult-Use Cannabis Regulation and Safety Act (MAUCRSA). The legislation includes provisions related to structure, local permitting process, administrative flexibility, roles and responsibilities of various state agencies, and various other policy choices.

To date, there have been numerous City Ordinance changes to update the Municipal Code as it relates to cannabis. Norcal Green Ventures, LLC is requesting approval of a cannabis manufacturing facility. On October 5, 2017, the Planning Commission held a public hearing on Resolution 17-15PC, recommending that the City Council approve Ordinance 17-17, an Ordinance amending Title 17 (Zoning) to conditionally permit cannabis manufacturing facilities, cannabis indoor commercial cultivation, and cannabis wholesale logistics/distribution/transportation facilities in the Limited Industrial (M-L) and Light Industrial (M-1) zoning districts. The City Council approved Ordinance 17-17 on November 1, 2017.

To date, the City has approved entitlement applications for eight cannabis businesses (River Wellness, F.F.C.P., Sierra Gold, Gold Mountain Distribution, Truth Enterprises, Nature's Market, DICA, and WCC). Of those, only River Wellness has become operational. The rest are at various stages of the Building Permit review/construction phase.

School District Coordination

The proposed project is located adjacent to property owned by the Washington Unified School District (WUSD). The portion of the property in close proximity to the applicant's project has historically been used as play fields. The applicant contacted WUSD regarding their project and a WUSD staff member toured the facility along with the applicant and City staff. No school routes exist on Del Monte Street past the applicant's building and the biking/walking distance from the school to the project site is approximately 1.3 miles. WUSD provided an email after the tour stating that at this time WUSD would not be making any objections to the project (see Attachment 3). WUSD staff also stated that they expected that a solid 8-foot fence/wall would separate the two properties and the project applicant would fully pay for and install said fence/wall. The applicant has agreed to this condition and it was included in the conditions of approval for the project.

ANALYSIS

Development Agreement

A DA is required for each separate and distinct cannabis business. The City and the applicant propose to enter into a DA that would be considered by City Council (see Attachment 7). The DA would be implemented via Ordinance 18-10 (see Attachment 8). The primary terms of the DA are as follows:

- Quarterly payments equivalent to 5% of gross sales receipts for the first \$50 million of sales and 2.5% of the portion of receipts exceeding \$50 million
- DA would only be valid if the CUP is valid and vice versa
- Applicant must comply with all health and safety requirements
- Applicant must comply with all state licensing requirements
- Applicant must submit and abide by a security plan
- Applicant would be subject to a future alternative revenue mechanism if established

Development Agreement Findings

To recommend approval of the DA, the City Council must be able to make the following findings. Each Finding (in *italics*) is followed by the staff analysis of whether or not the Finding can be made.

1. *That the proposed Development Agreement will not adversely affect the orderly development of or preservation of property values;*

Analysis: The proposed DA establishes and reinforces various requirements on the applicant including the need for a security plan and revenue payments to the City that can be used for any purpose. The DA would be entered into voluntarily by the applicant with the City and provide additional oversight to the City as compared to other projects, even those requiring CUPs in the M-1 zone.

Finding 1 appears to be met by this request.

2. *That the proposed Development Agreement is consistent with the provisions of Government Code Sections 65864 through 65869.5.*

Analysis: Government Code Sections 65864 through 65869.5 include State codes for regulating DAs. The codes include procedures for executing and modifying DAs. The proposed DA and the process by which it is being considered by the City and the applicant is consistent with the applicable State requirements.

Finding 2 appears to be met for this request.

Environmental Considerations

Staff has determined that a Class 1 Categorical Exemption (Existing Facilities) pursuant to section 15301 of the CEQA Guidelines and a Class 32 Categorical Exemption (Infill Development) pursuant to Section 15332 of the CEQA Guidelines the CEQA Guidelines is the appropriate level of review under CEQA for this document and the project is also exempt per Business & Professions Code §26055(h). Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. The Class 32 exemption consists of projects characterized as in-fill development within urbanized areas. The class consists of environmentally benign in-fill projects which are consistent with local general plan and zoning requirements. The proposed use would occupy an approximately 12,000 square foot industrial building. The Notice of Exemption is contained in Attachment 6.

Commission Recommendation

The Planning Commission considered this matter on May 17, 2018. After hearing staff's presentation and taking public comment, the Planning Commission voted to recommend approval to the City Council of the DA. The Commission's recommendations are memorialized in Resolution 18-6PC which is provided as Attachment 9. The Commission also took up the proposed CUP for the applicant's proposed facility at 2286 Del Monte Street. The Planning Commission approved the CUP subject to the aforementioned Ordinance being adopted by City Council. The Commission was comfortable approving a project in close proximity to the Westmore Oaks ball fields due to the fact there is no direct connection between the school property and the project location, and no bike routes adjacent to the project site. The Commission also felt the 8-foot solid fence/wall between the project location and the ball fields will provide adequate screening between the project site and the ball fields (see Attachment 5)

Strategic Plan Integration

This project advances the 2022 Policy Agenda, West Sacramento: A Preferred Place to Live, Work, and Play by creating a positive environment for business investment and entrepreneurship.

Alternatives

Staff recommends that the City Council determine that the Class 1 Categorical Exemption, Class 32 Categorical Exemption, and Business & Professions Code §26055(h) exemption are the appropriate levels of environmental review and waive first reading and read by title and number only Ordinance 18-10. Alternatively, the Council may decide not to conduct first reading at this time and direct staff to bring the matter back for additional consideration at a future meeting.

Coordination and Review

The application was reviewed by the City Attorney's Office, the City Manager's Office, and Community Development, Public Works, Police Department, Fire Department, and the Washington Unified School District.

Budget/Cost Impact

The applicant is paying for staff's review of the project through a reimbursement agreement.

ATTACHMENTS

1. Vicinity Map
2. Statement of Justification
3. WUSD Email
4. Site and Floor Plans
5. Fence Exhibit
6. Notice of Exemption
7. Development Agreement
8. Ordinance 18-10
9. Resolution 18-6PC

ATTACHMENT 1

Norcal Green Ventures, LLC
CUP & DA



ATTACHMENT 2

GVI/West Sacramento Statement of Justification

City of West Sacramento
Community Development Department
1110 West Capitol Avenue
2nd Floor
West Sacramento, CA 95691

FEB 22 2018

Attn: David Tilley, Principal Planner

Dear Mr. Tilley,

Executive Summary

GVI is a new business-to-business cannabis concentrate extraction manufacturing company that we predict will bring up to 40 high paying and benefited jobs to the City of West Sacramento. Preliminary estimates for excise revenue is approximately \$555,413.00 going to the City of West Sacramento and the community for 2018 and approximately \$6,700,000.00 over the next four years. Our sole, primary and single focus will be on the safe refining and distillation of sanitary and clean cannabis (oil-based) products. Being focused on a single aspect of the cannabis industry will allow us to be the best at providing quality products. The facility will receive crude cannabis oils, trim and flower and through a distillation process, further refine the oil so it can be used within the industry to manufacture edible products and medicinal oils.

GVI is a dba of NorCal Green Ventures, LLC and is overseen by majority owner, Wayne Schell. Wayne Schell brings over 40 years of economic development and business experience to GVI. Wayne is supported by minority owners, which includes Green Venture Consulting, LLC., a consortium of cannabis industry consultants. Green Venture Consulting, LLC has a 15% ownership interest in GVI. The Facility will be a build-to-suit facility owned by 2286 Del Monte, LLC. As the property owner, 2286 Del Monte, LLC is agreeable to the recordation of any development agreement entered by and between the City of West Sacramento and GVI.

GVI is proposing to initiate the development of a medical cannabis concentrate manufacturing facility located at 2286 Del Monte. The Del Monte location is currently zoned M-1, Light Industrial, and no zoning variance should be required. Upon completion, the facility will be F-1 (Factory Industrial – Moderate – hazard occupancy) fire rated and will comply with all state statutes, regulations and local ordinance, including Title 17 or the West Sacramento Municipal Code.

The facility is located in an industrial area commonly known as Port of Sacramento Industrial Park. Current industrial and business operation in the vicinity include American Pasteurization, International Paper, Yolo Brewing Company, and Jackrabbit Brewery.

The site approval and renovation process is expected to take approximately six months, and production is expected to commence July 1, 2018. In addition to approximately 40 new jobs, assuming a five percent excise tax payable to the City of West Sacramento, combined to revenue

GVI/West Sacramento
Statement of Justification

for the third and fourth quarters of 2018 are expected to be excise revenue of \$666,413.00 to the City of West Sacramento. Once fully operational, 2019 combined quarterly excise revenue is estimated to be \$1,525,000.00. Projections for subsequent years are set forth below. Over the next four years, it is estimated that the City of West Sacramento will receive \$6,700,000.00 in excise taxation from GVI.

The GVI commitment to the community is that WE WILL:

- Create new full-time jobs
- Create new community revenue
- Open the door for other industry-related companies to locate in the community
- Develop a public safety and security plan approved by the city and police department
- Implement engineering controls to mitigate any potential environmental impact
- Install any ventilation and filtration system that will prevent cannabis plant odor from exiting the interior of the structure and will be in compliance with the California Building Code and California Air Resource Board.
- Create a safe work environment for our workers and the community
- Provide other local related-businesses with the efficiently-produced and cost-effective products that will provide these companies the flexibility to expand and grow
- Participate in the business-related activities of the community such as the chamber and other local business organizations
- Participate in the community, in any way we can, in the attraction, creation, and retention of new businesses

GVI Will Not:

- Be open to the public and no signage or advertising will be present
- Cultivate, distribute or dispense cannabis products directly to public or patient
- Maintain cash at the facility

Combined Conditional Use Permit and Development Agreement

GVI will be seeking a Conditional Use Permit and will seek to enter into a Development Agreement with the City of West Sacramento.

Conditional Use Permit

Under the terms and conditions of the proposed Conditional Use Permit (CUP), GVI will use the ethanol process to meet the market demand for clean cannabis oil.

GVI will use ethanol as a catalyst agent which is “recognized as safe” under the Federal Food, Drug, Cosmetic Act (21 U.S.C Sec 301)-Ethanol is the most effective and efficient catalyst and used in the refining of 19 other plant oils such as peanut oil, coconut oil, cottonseed oil, grapeseed oil and sunflower seed oil. ¹ The use of ethanol in agriculture oil refining is a common practice and was approved by the Food and Drug Administration. Ethanol also meets Food and Agriculture Organization² standards³ in refining agriculture oils.

GVI/West Sacramento
Statement of Justification

¹SECTION 2. Codex Standards for Fats and Oils from Vegetable Sources Product Description 2.1
<http://www.fao.org/docrep/004/y2774e/y2774e04.htm>

²Food and Agriculture Organization (FAO), is the oldest permanent specialized agency of the United Nations, established in October 1945 with the objective of eliminating hunger and improving nutrition and standards of living by increasing agricultural productivity.

The FAO coordinates the efforts of governments and technical agencies in programs for developing agriculture. FAO develops methods and standards for food and agriculture statistics, provides technical assistance services and disseminates data for global monitoring. Statistical activities at FAO include the development and implementation of methodologies and standards for the data collection, validation, processing and analysis.

³SECTION 2. Codex Standards for Fats and Oils from Vegetable Sources <http://www.fao.org/docrep/004/y2774e/y2774e04.htm>

GVI will apply best management practices in using the ethanol refining process to provide quality cannabis oil to qualified businesses in California. The ethanol extraction process will occur in automated closed-loop systems which meet Class-1, Division-2 safety measures set forth by National Fire Protection Association (NFPA) in Publication 70. Because ethanol is safer than other methods, the ethanol process was selected.

GVI is a business-to-business market provider. GVI's end customers are properly licensed cultivators, edible companies, manufacturers, distributors, and dispensaries.

Our target customer is a licensed business that brands and distributes vaporization cartridges, high-end edibles, but does not have or desire a type 7 license. We allow brands, dispensaries, etc., to focus on marketing and sales without having to learn how to make concentrates or the variations that are popular with customers. Every brand, dispensary, cultivator, edible company, and distributor stands to benefit from our product line.

With reliable production methods, the knowledge to efficiently process volume, and the ability to extend credit terms to our customers, GVI provides our customers the financial flexibility to grow.

Brands that currently may do their manufacturing will see the benefits of using a licensed facility to manufacture to gain access to the new legal marketplace.

Development Agreement Proposal

GVI is proposing to enter into a Development Agreement with the City of West Sacramento. The proposed Development Agreement would include:

- Quarterly payments equivalent to five percent of the gross sales receipts
- The Development Agreement would only be valid if the proposed CPU is valid and each agreement would be conditioned upon state licensing approval
- GVI will comply with all health and safety requirements
- GVI will submit a confidential security plan which will be subject to approval

GVI/West Sacramento
Statement of Justification

- Subject to an alternative revenue mechanism if established
- Will seek and obtain the appropriate State of California licenses once available

Community Impact Assessment

GVI is proposing a five percent tax based on annual gross receipts based on all products produced by GVI. This proposed tax is pursuant to the approval of any proposed ordinance by the city of West Sacramento. GVI is proposing to pay this tax quarterly based on gross receipts for the sale of all cannabis-based products. This proposed tax shows the commitment of GVI supporting the local economy of the City of West Sacramento. The following proposed tax rate would be the proposed revenue for the City of West Sacramento for the following years:

Year 1- July 1, 2018- December 31, 2018	\$555,413.00
Year 2- 2019	\$1,525,000.00
Year 3- 2020	\$1,600,000.00
Year 4- 2021	\$1,894,000.00
Total Excise Revenue to Waste to Sacramento- 2018-2021	\$6,700,000.00

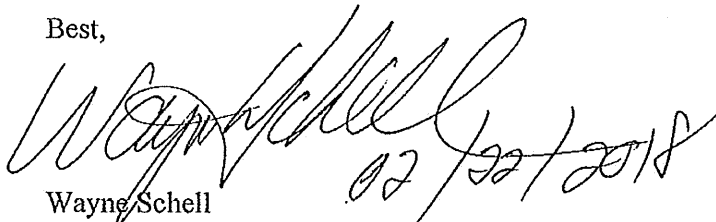
We distinguish our company from most others in that our sole and single focus will be on manufacturing safe and clean cannabis products that will be used mostly for edible products and medicinal oils. Our primary mission is to be the best oil distillation manufacturer by not attempting to be all-encompassing in the development of the cannabis industry. We believe this strategy will assure we are around West Sacramento for many years to come!

Additionally, we make an economic development commitment to the community to be a proactive part of the City and the business community in the attraction, retention, and growth of business opportunities in the future.

We believe we have put together a strong business plan/application led by a solid team of experts in manufacturing and management.

We look forward to a favorable review of our application. Thank you for your consideration, and I look forward to working closely with you and your staff to make this a success for both parties.

Best,

A handwritten signature in black ink, appearing to read "Wayne Schell", with a date "02/22/2018" written below it.

Wayne Schell
CEO

NorCal Green Ventures, LLC

ATTACHMENT 3

Allen, Kathy

From: Bernard Brown <bernard@ncgvi.com>
Sent: Friday, April 13, 2018 3:46 PM
To: Allen, Kathy; Tilley, David; Robert Wilson; Wayne Schell
Subject: Fwd: FW: GVI submittal to to city of Wast Sacramento

Kathy and David,

Good afternoon. Please see the email below from Paul Disario regarding the Washington Unified School District.

If you have any questions please feel free to contact me.

Sincerely,

Bernard Brown

----- Forwarded message -----

From: Robert Wilson <rwilson@businesscounsel.net>
Date: Fri, Apr 13, 2018 at 2:10 PM
Subject: FW: GVI submittal to to city of Wast Sacramento
To: Wayne Schell <wayne@ncgvi.com>, Bernard Brown <bernard@ncgvi.com>, Darren Schell <darren@djbeneficial.net>, Joe Smith <joe@djbeneficial.net>

fyi

Best,

Bob

Office: 916-441-0888

Cell: 916-798-0888

From: Paul Disario [<mailto:pdisario@comcast.net>]
Sent: Friday, April 13, 2018 2:08 PM
To: Robert Wilson <rwilson@businesscounsel.net>
Subject: GVI submittal to to city of Wast Sacramento

Bob,

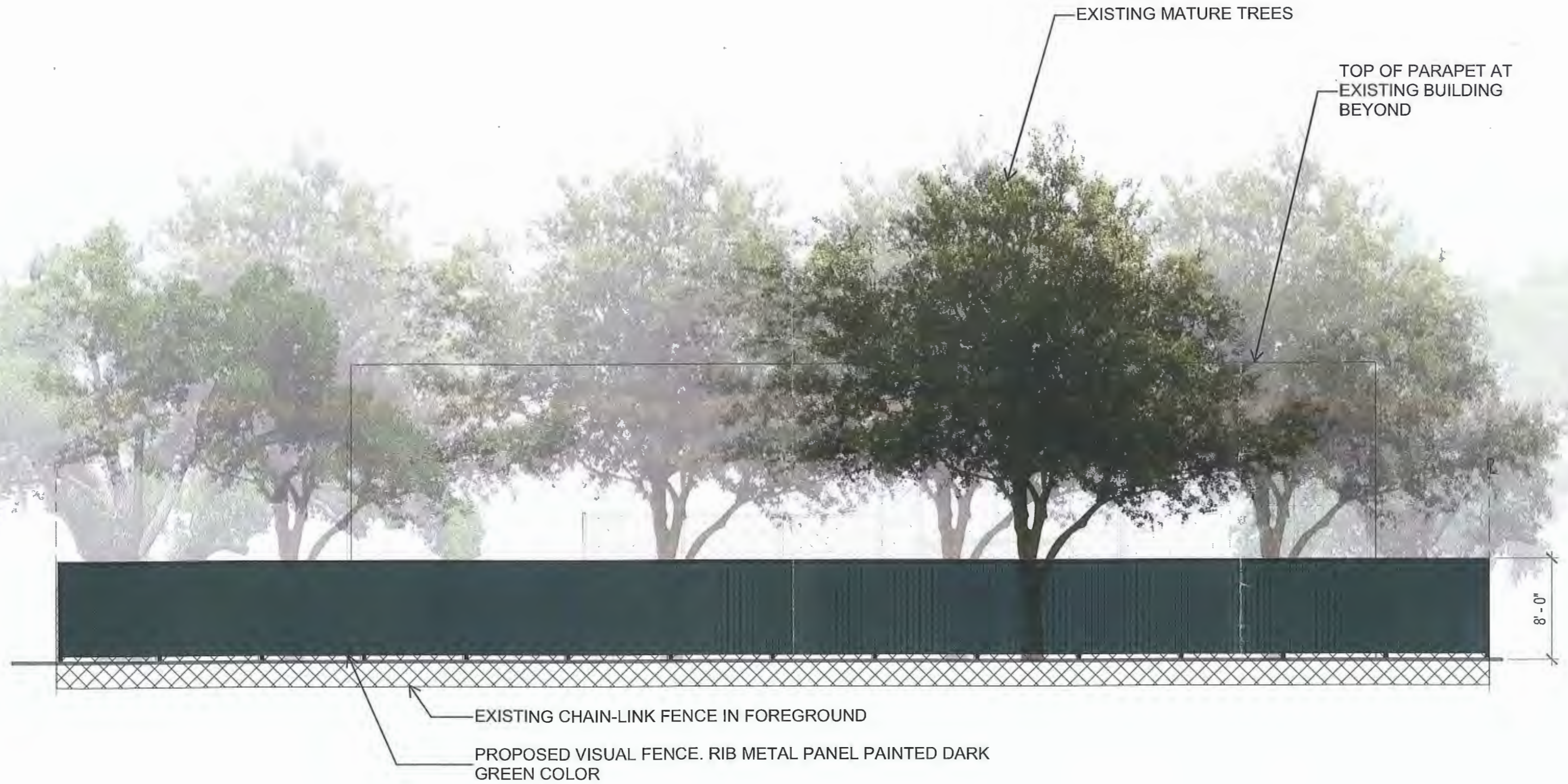
The Washington USD will not be making any comments or objections to the submittal at this time. We reserve the right to make comments or objections the future.

The District expects that an eight foot non-transparent barrier will be constructed on the property line between the district owned property and the GVI property at the expense of GVI.

Thanks.

Paul Disario

559 273 9549



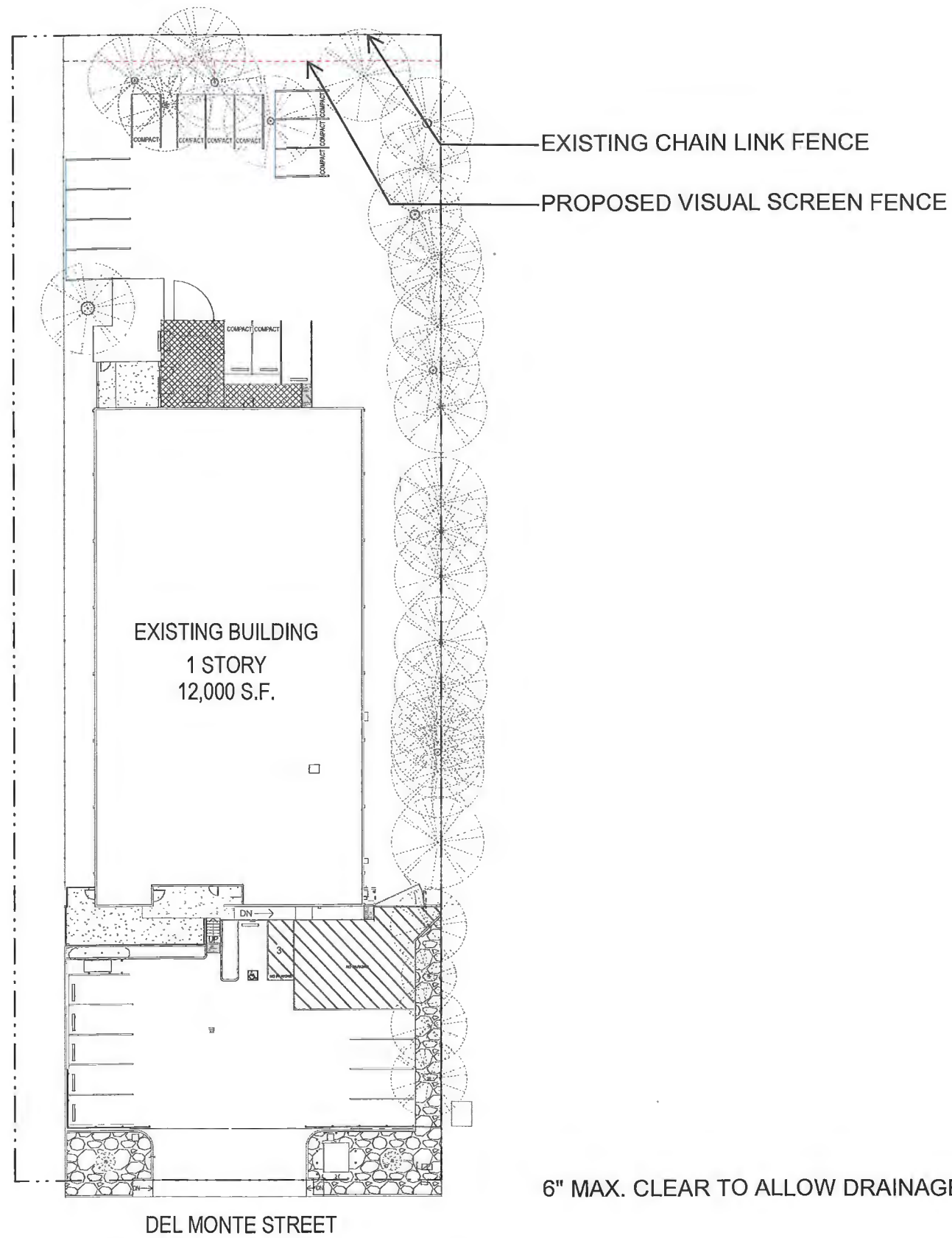
NORTH GATE ELEVATION

SCALE: 1/8" = 1'-0"

2286 DEL MONTE, LLC
05/03/2018

DGA planning | architecture | interiors





SITE PLAN

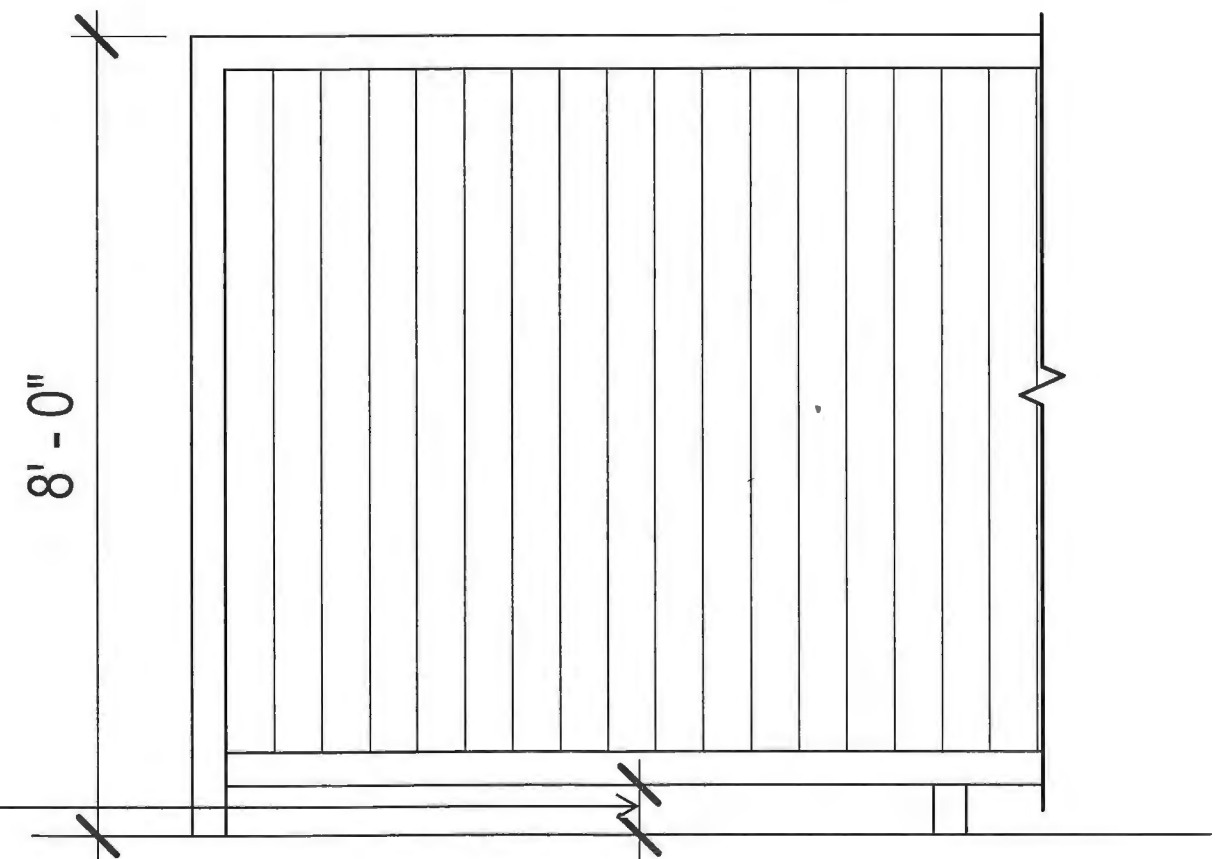
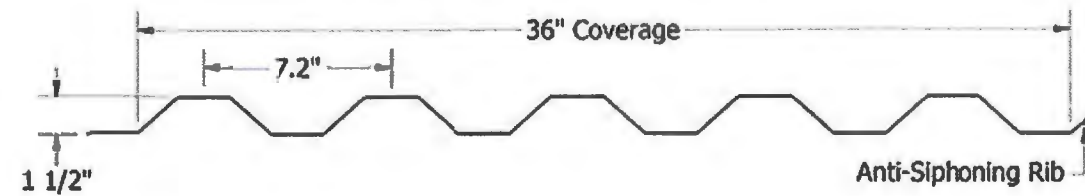
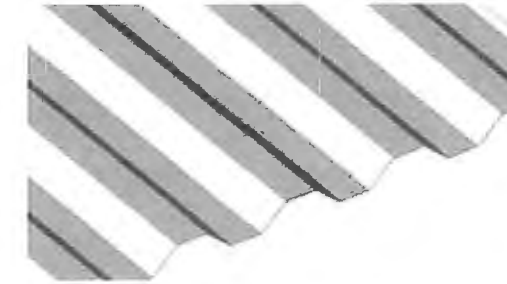
ATAS INTERNATIONAL, INC.

MODEL # - BWR360

COLOR
HARTFORD GREEN



BELVEDERE 7.2" RIB
MATERIAL - ALUMINUM



ENLARGED FENCE ELEVATION



ATTACHMENT 6

Print Form

Notice of Exemption

Appendix E

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044
County Clerk
County of: Yolo
625 Court Street, Room B01
Woodland, CA 95695

From: (Public Agency): West Sacramento
1110 West Capitol Avenue
West Sacramento, CA 95691
(Address)

Project Title: Norcal Green Ventures, LLC Conditional Use Permit & Development Agreement

Project Applicant: Norcal Green Ventures, LLC

Project Location - Specific:
2286 Del Monte Street (APN 067-150-003-000)

Project Location - City: West Sacramento Project Location - County: Yolo

Description of Nature, Purpose and Beneficiaries of Project:

Approval of a Conditional Use Permit and Development Agreement for operation of a cannabis manufacturing facility.

Name of Public Agency Approving Project: City of West Sacramento

Name of Person or Agency Carrying Out Project: Kathy Allen, Associate Planner

Exempt Status: (check one):

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number: Class 1 (15301) and Class 32 (15332)
- Statutory Exemptions. State code number: _____

Reasons why project is exempt:

The project is located within an existing building and involves no expansion of the building. The project is also going into a developed portion of the City and is infill development.

Lead Agency
Contact Person: Kathy Allen Area Code/Telephone/Extension: 916-617-4645

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: _____ Date: _____ Title: _____

Signed by Lead Agency Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____

ATTACHMENT 7

OFFICIAL BUSINESS
Document entitled to free recording
Government Code Section 6103

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:

City of West Sacramento
1110 West Capitol Avenue
West Sacramento, CA 95691
Attn: City Clerk

(SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE)

DEVELOPMENT AGREEMENT
BY AND BETWEEN
THE CITY OF WEST SACRAMENTO
AND
NORCAL GREEN VENTURES, LLC

DEVELOPMENT AGREEMENT

This Development Agreement ("Agreement") is made and entered into between the CITY OF WEST SACRAMENTO, a municipal corporation ("City"), and NORCAL GREEN VENTURES, LLC, a California limited liability company ("Developer"). City and Developer are hereinafter collectively referred to as the "Parties" and singularly as "Party."

RECITALS

A. **Authorization.** To strengthen the public planning process, encourage private participation in comprehensive planning and reduce the economic risk of development, the Legislature of the State of California adopted Government Code section 65864 et seq. (the "Development Agreement Statute"), which authorizes the City and any person having a legal or equitable interest in the real property to enter into a development agreement, establishing certain development rights in the Property, which is the subject of the development project application.

B. **Public Hearing.** On May 17, 2018, the Planning Commission of the City of West Sacramento, serving as the City's planning agency for purposes of development agreement review pursuant to Government Code section 65867, considered this Agreement and recommended approval of this Agreement to the City Council.

C. **Environmental Review.** On _____, 2018, the City Council determined that the Project (as defined herein) is _____.

D. **Need for Services and Facilities.** Development and operation of the Project will result in a need for municipal services and facilities, including police and fire protection services.

E. **Contribution to Costs of Facilities and Services.** Developer agrees to make the quarterly payments set forth herein, which payment may be used by the City for any legal purpose. City and Developer recognize and agree that but for Developer's annual payment City would not and could not approve use of the Property for the Project as provided by this Agreement. City's approval of this Agreement is in reliance upon and in consideration of Developer's agreement to make the payments required hereunder.

F. **Public Benefits.** Development of the Project will result in significant public benefits, as more fully described hereinafter, including, without limitation:

1. The provision of opportunities for employment;
2. Implementation of Crime Prevention Through Environmental Design (CPTED) development principles during the operation and maintenance of the Property; and
3. The furtherance of the economic development goals and objectives of the City.

G. **Developer Assurances.** In exchange for the benefits to the City in the preceding Recitals, together with the other public benefits that will result from the development of the Property, Developer will receive by this Agreement assurance that it may proceed with the Project in accordance with the items set forth herein.

H. **Consistency with General Plan.** Having duly examined and considered this Agreement and having held properly noticed public hearings hereon, in City Ordinance No. _____, the City found that this Agreement satisfies the Government Code section 65867.5 requirement of general plan consistency.

NOW, THEREFORE, in consideration of the above Recitals and mutual promises, conditions and covenants of the Parties contained in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

DEFINITIONS

1. **Definitions.** In this Agreement, unless the context otherwise requires, terms have the following meaning. Capitalized terms within the Exhibits not defined below have the meaning set out in the Exhibits.

1.1 "Adopting Ordinance" means Ordinance No. _____, adopted by the City Council on _____, 2018, which approves this Development Agreement as required by the Development Agreement Law.

1.2 "Agreement" means this Development Agreement, inclusive of all Exhibits attached hereto.

1.3 "Cannabis Manufacturing Facility" has the meaning set forth in Section 17.70.010 of the Municipal Code.

1.4 "CEQA" means the California Environmental Quality Act, as set forth at California Public Resources Code, Division 13, commencing at Section 21000 and the CEQA Guidelines as set forth in Title 14 of the California Code of Regulations commencing at Section 15000.

1.5 "City" means the City of West Sacramento, including its agents, officers, employees, representatives and elected and appointed officials.

1.6 "City Manager" means the City Manager of the City of West Sacramento, or his or her designee.

1.7 "Conditional Use Permit" means the Conditional Use Permit for the Project approved by the Planning Commission on _____, 2018, as that Conditional Use Permit may be modified or amended from time-to-time.

1.8 "Control" means the possession, directly or indirectly, of the power to direct or cause the direction of an entity's management or policies, whether through the ownership of voting securities, by contract, or otherwise.

1.9 "Development Agreement Law" means Government Code section 65864 et seq. and the procedures and requirements for the consideration of development agreements contained in City Resolution No. 88-111, as amended by City Council Resolution No. 96-62. In the event of a conflict, the requirements of Government Code section 65864 et seq. shall control.

1.10 "Developer" means NORCAL GREEN VENTURES, LLC, a California limited liability company, together with any Successor duly approved by the City in accordance with the terms of this Agreement.

1.11 "Effective Date" means that day on which the Adopting Ordinance shall be effective. The Adopting Ordinance shall be effective thirty (30) days after its adoption by the City Council, unless the Adopting Ordinance becomes subject to a qualified referendum, in which case, the Effective Date shall be the day after the referendum election, if the Adopting Ordinance is approved by a majority of the voters. Litigation filed to challenge the Adopting Ordinance or this Agreement shall not affect the Effective Date, absent a court order or judgment overturning or setting aside the Adopting Ordinance, or staying the Effective Date, or remanding the Adopting Ordinance to the City. Notwithstanding the foregoing, this Agreement shall not become effective until fully executed.

1.12 "Facility" means the physical improvements to the Property used by Developer for the conduct of its operations.

1.13 "Fees" means all charges, expenses, costs, monetary exactions and any other monetary obligations imposed on Developer by the City, other than assessments or regular or special taxes and shall not be limited to fees paid pursuant to this Agreement.

1.14 "General Plan" means the General Plan of the City including the text and maps, as approved by the City in 2016, plus any other General Plan amendments approved by the City on or before the Effective Date.

1.15 "Gross Receipts from Operations" means total revenue derived, directly or indirectly, or actually received or receivable from operation of the Facility, including: all sales; the total amount of compensation actually received or receivable for the performance of any act or service, of whatever nature it may be, or the fair market value thereof, for which a charge is made or credit allowed, whether or not such act or service is done as part of or in connection with the sale of materials, goods, wares or merchandise; and gains realized from trading in stocks or bonds, interest discounts, rents, royalties, fees, commissions, dividends, or other remunerations, however designated. Included in "gross receipts" shall be all receipts, cash, credits and property of any kind or nature, without any deduction therefrom on account of the cost of the property sold, the cost of materials used, labor or service costs, interest paid or payable, or losses or other expenses whatsoever, except that the following shall be excluded therefrom:

1.15.1 Cash discounts allowed and taken on sales;

1.15.2 Credit allowed on property accepted as part of the purchase price and which property may later be sold, at which time the sales price shall be included as "gross receipts";

1.15.3 Any tax required by law to be included in or added to the purchase price and collected from the consumer or purchaser;

1.15.4 Such part of the sale price of property returned by purchasers upon rescission of a contract of sale as is refunded either in cash or by credit; and

1.15.5 Receipts of refundable deposits, except that such deposits when forfeited and taken into income of the business shall not be excluded.

1.15.6 Interorganizational sales or transfers between or among the units of a parent-subsidiary controlled group of corporations or other related legal entities as defined by 26 U.S.C. 1563(a)(1) or otherwise, or between or among the units of a brother-sister controlled group of corporations or other related legal entities as defined by 26 U.S.C. 1563(a)(2) or otherwise, whereby no Gross Receipts are generated or exchanged directly or indirectly, pursuant to the interorganizational sales or transfers, discounted or otherwise.

The intent of this definition is to ensure that in calculating the payment required under Section 9.1, all sales of cannabis products shipped through or from the Facility are captured, regardless of whether the product is shipped directly from the Facility to a retailer or wholesaler within or outside the city limits of West Sacramento, or to another distribution facility that then distributes the product to the retailer or wholesaler within or outside the City of West Sacramento. This definition shall therefore be given the broadest possible interpretation consistent with this intent, as it does not pertain to a definition of "gross receipts" for purposes of a tax, subject to rules of apportionment under the Constitution of United States, Art. I, § 8, cl. 3, or the California Constitution. It is hereby recognized that the fee herein required to be paid by the Developer to the City of West Sacramento is in exchange for and pursuant to this Development Agreement, and not for the privilege of doing business within the City of West Sacramento or legally incident on those engaged in such business within the City of West Sacramento or legally incident on those engaged in such business within the City of West Sacramento.

1.16 "Industrial Property" means that certain real property located at 2286 Del Monte Street, in the City of West Sacramento, County of Yolo, consisting of an industrial building. A legal description of the Industrial Property is contained in **Exhibit B**.

1.17 "Law" means the case law, ordinances, statutes, rules, regulations, or any order, decree or directive of any court or any local, regional, state or federal government agency, unless the context suggests a different meaning.

1.18 "Municipal Code" means the Municipal Code of the City of West Sacramento.

1.19 "Planning Commission" means the City of West Sacramento Planning Commission.

1.20 "Project" means the physical improvement and use of the Property as a Cannabis Manufacturing Facility. The "Project" is further defined in **Exhibit A** to this Agreement, and supplemented by the provisions of this Agreement and the Public Safety and Security Plan.

1.21 "Project Approvals" means the entitlements that are the subject of this Agreement, consisting of the following land use approvals:

1.21.1 The Conditional Use Permit; and

1.21.2 This Development Agreement, as adopted on _____, 2018, by City Ordinance No. _____ (the "Adopting Ordinance").

1.22 "Property" means the Industrial Property consisting of 12,000 square feet in an industrial building. A site plan showing the Property occupied by the Facility is contained in **Exhibit C**.

1.23 "Property Lease" means that certain Commercial Real Property Lease dated _____, 2018, between 2286 Del Monte LLC, as owner and lessor of the Property, and Developer, as lessee of the Property.

1.24 "Public Safety and Security Plan" has the meaning set forth in Section 9.2.1.

1.25 "Successor" or "Successor in Interest" means any subsequent entity or individual that acquires all or any portion of Developer's interest in the Property; provided, however, that no Successor shall acquire any rights pursuant to this Agreement unless and until that Successor is approved by the City and complies with all applicable requirements of Section 14.1 of this Agreement.

AGREEMENT

1. **Incorporation of Recitals.** The Recitals and all defined terms set forth above are hereby incorporated into this Agreement as if set forth herein in full.

2. **Description of the Project.** The Project consists of the use of the Property as a Cannabis Manufacturing Facility. Developer's operations are more fully described in **Exhibit A**. Developer shall ensure that the Facility is operated in accordance with Exhibit A at all times.

3. **Description of Property.** The Property, which is the subject of this Agreement, is defined in Section 1.22.

4. **Relationship of City and Developer.** This Agreement is a contract that has been negotiated and voluntarily entered into by City and Developer. It is agreed among the parties that the Project is a private development and that the relationship of the Developer and City is and at all times shall remain solely that of the City as a regulatory body and the Developer as the property owner. The City and Developer hereby renounce the existence of any form of joint venture or partnership between them, and agree that nothing contained herein or in any document executed in connection herewith shall be construed as making the City and Developer joint venturers or partners.

5. **Representations, Warranties and Acknowledgments.**

5.1 **Interest in Property.** Developer represents and warrants that as of the Effective Date, Developer is the lessee of the Property under the Property Lease, and as such holds a leasehold interest in and to the Property. Developer further represents that all persons holding legal or equitable interest in the Property have consented to the Agreement.

5.2 **Authority.** The Parties represent and warrant that the persons signing this Agreement are duly authorized to enter into and execute this Agreement on behalf of their respective principals.

5.3 **Brokers.** The Parties agree that the City has had no dealings with any real estate broker or agent in connection with the negotiation of this Agreement, and that they know of no other real estate broker or agent who is entitled to a commission in connection with this

Agreement. In the event any real estate broker or agent shall come forward and claim the right to a commission or other form of compensation in connection with this Agreement, Developer shall indemnify, defend and hold harmless the City in accordance with Section 13.1.

5.4 **Procedures and Requirements**. The Parties acknowledge that this Agreement is subject to the procedures for approval, amendment and administration set forth in the Development Agreement Law.

6. **Effective Date and Term.**

6.1 **Effective Date.** The effective date of this Agreement means the date defined at Section 1.11 of this Agreement.

6.2 **Term.** The term of this Agreement shall commence on the Effective Date and shall continue in force until the first to occur of the following events: 1) this Agreement is terminated in accordance with terms set forth herein; or 2) Developer no longer has a legal interest in the Property and has ceased all operations on the Property.

6.3 **Termination by Mutual Consent.** This Agreement may be terminated in whole or in part by the mutual written consent of all the Parties.

6.4 **Termination for Failure to Obtain or Maintain Required State or Local Licenses.** If Developer fails to obtain or maintain in effect all state and local licenses required for the Project in accordance with Section 8.3.2, City may terminate this Agreement.

6.5 **Termination Resulting from Governmental Action.** In the event legal action is initiated or threatened by any governmental jurisdiction other than the City on the grounds that approval or implementation of this Agreement (or any part) constitutes a violation of state or federal law, and the parties are unable to reach agreement between themselves and the governmental jurisdiction on amendments to this Agreement that will resolve the dispute and still preserve the material terms of this Agreement, then either party may terminate this Agreement without compliance with the Default Procedures set forth in Section 12. If this Agreement is terminated pursuant to this section, Developer shall immediately cease operations at the Facility, the Conditional Use Permit shall be automatically terminated, and the Parties shall have no further rights or obligations under this Agreement (other than the rights under Section 13, which survive termination.)

6.6 **Termination Upon Surrender or Revocation of Conditional Use Permit.** If the Developer voluntarily surrenders the Conditional Use Permit, or if the Conditional Use Permit is revoked by the City, then Developer shall immediately cease operations at the Property and this Development Agreement shall terminate automatically, without further action required by either party. In such an event, Developer waives the default procedures set forth in Section 12 of this Agreement, including the notice and cure rights contained therein, and the Parties shall have no further rights or obligations under this Agreement (other than the rights under Section 13, which survive termination.).

6.7 **Effect of Termination.** This Agreement was entered into by the Parties for the limited purpose of setting forth certain terms and conditions concerning the proposed development and operation of the Project in a manner that is consistent with the Project Approvals. Accordingly, nothing contained herein is intended or shall be construed to grant to

Developer any rights in connection with the future development or operations of the Property, except for those rights set forth in the Collective Standards and in this Agreement.

7. **Development of the Project.**

7.1 **Development Rights.** This Agreement was entered into by the Parties for the limited purpose of setting forth certain terms concerning the development and use of the Property by Developer. Accordingly:

7.1.1 Developer acknowledges that it has no existing "vested rights" (as that term is used in California land use law) concerning the Property or the Project.

7.1.2 Nothing contained herein is intended or shall be construed to grant to Developer any rights in connection with the future development or use of the Property, and the Parties agree that development and use of the Property shall be governed by the land use and other regulations in effect at the time of development and operation.

7.1.3 Except as expressly provided herein, nothing contained in this Agreement is intended or shall be construed to affect in any way the permitted uses of the Property, the density and intensity of use, the maximum height and size of buildings, or the reservation or dedication of land for public purposes which shall continue to be governed by the City's General Plan, the City's zoning code, and all other entitlements and ordinances now existing or which may be amended or enacted in the future.

7.1.4 The City expressly reserves the right to adopt and apply regulations to protect the City and its citizens from immediate risks to health and safety. The Developer hereby agrees that any regulation imposed by the City with respect to flood protection adopted in response to federal, state, or local guidelines, regulations, or directives, including without limitation the implementation of a moratorium on development activities, shall be deemed necessary to protect the public health and safety.

7.2 **Referendum.** Developer acknowledges that the Adopting Ordinance, which is a legislative land use approval, is potentially subject to referendum. Notwithstanding anything in this Agreement to the contrary, Developer shall not acquire a vested right to any legislative land use approval (or to any amendment thereto): (1) while such approval or amendment is still potentially subject to referendum or (2) in the event that such approval or amendment is reversed by referendum.

8. **Applicable Rules, Regulations, Fees and Official Policies.**

8.1 **Rules Regarding Design and Construction.** Unless otherwise expressly provided in this Agreement, all other ordinances, resolutions, rules, regulations and official policies governing design, improvement and construction standards and specifications, applicable to the Project and to public improvements to be constructed by the Developer shall be those in force and effect at the time the applicable permit approval is granted.

8.2 **Uniform Codes Applicable.** Unless otherwise expressly provided in this Agreement, any improvements to the Property undertaken by Developer shall comply with the California Building Standards Codes, Title 24 of the California Code of Regulations, as adopted and amended by the City, as the same shall be in effect as of the time of approval of the permit in question. Such improvements shall also comply with the provisions of the California

Mechanical, Plumbing, Electrical and Fire Codes, and City standard construction specifications, in effect at the time of approval of the appropriate permits for the improvements. If no permit is required for a given improvement, such improvement will be constructed in accordance with said Codes in effect in the City as of the commencement of construction of such improvement.

8.3 Laws and Regulations Applicable to Cannabis Activities; Obtaining and Maintaining Required Licenses.

8.3.1 **General.** Developer shall at all times comply fully with all existing and future state and local rules applicable to Developer's activities on the Property, and shall ensure such compliance by all of Developer's employees, contractors, vendors, and members of the public invited or allowed access to the Property.

8.3.2 **Licensure of Operations.** Developer shall promptly apply for and obtain all State licenses required for the operations described in **Exhibit A**, as well as any local licenses required in the future by the City. Failure to obtain required state licenses within twelve (12) months following the date when the relevant state agencies begin accepting applications for such licenses, and failure to maintain required state or city licenses during the term of this Agreement, shall constitute a default under this Agreement and shall be grounds for termination.

8.4 Fees, Dedications, Assessments and Taxes.

8.4.1 **Payment of Development Impact and Other City Fees, Taxes, and Assessments.** Developer shall pay all impact and other City fees, taxes and assessments when due.

8.4.2 **Other Public Agencies.** Nothing in this Agreement is intended to govern the authority of other public agencies to impose fees.

8.4.3 **Public Works and Community Development.** Any public improvements and work performed by Developer in connection with the Project shall be to the satisfaction of the City Engineer and acceptance by the City Council (or by the City Engineer, if the City Council delegates authority to accept public improvements to the City Engineer).

9. Additional Developer Obligations.

9.1 Payments to City.

9.1.1 **Payment Required.** Developer shall make quarterly payments to the City equal to 5.0% of Developer's Gross Receipts from Operations between \$0 to \$50 million plus 2.5% of Gross Receipts from Operations exceeding \$50 million. Payments shall be made within 10 business days of the end of each quarter, and shall be accompanied by such documentation as may be reasonably required by the City. This documentation will include (but may not be limited to) the transportation manifests for cannabis products received at or transported from the Facility, and an accounting of Gross Receipts from Operations during the previous quarter. Late payments shall include interest at the maximum rate allowed by law. Failure to make any payment required by this Agreement when due shall be a material breach of the Agreement.

9.1.2 Reporting of Gross Receipts from Operations.

(a) **Quarterly Receipts.** No later than the last day of the month following the end of each quarter, Developer shall deliver to City a (the "Quarterly Report")

showing (i) Gross Receipts from Operations for the immediate prior quarter received by Developer, and a cumulative total of all amounts of Gross Receipts from Operations received by Developer for the calendar year, (ii) a calculation of the quarterly payment due to City for the prior quarter, and (iii) a calculation of the cumulative total of all quarterly payments for the calendar year.

(b) Statements of Receipts. Developer shall keep complete, accurate and appropriate books and records of all receipts from operations in accordance with generally accepted accounting principles. For purposes herein "books and records" shall mean all bookkeeping or accounting documents Developer utilizes in managing its business operations relating to the Project. Such books and records, as well as all other relevant documents as City shall reasonably require, shall, upon reasonable written notice, be open for inspection by City, its auditors or other authorized representatives. If, at any time during the Term, such books and records prove inadequate in the reasonable judgment of City to record the Gross Receipts from Operations as herein required, Developer shall, upon the written request of City, procure and maintain such books and records as shall be of a character and form adequate for such purpose. City shall have the right to audit and examine such books, records and documents and other relevant items in the possession of Developer, but only to the extent necessary for a proper determination of Gross Receipts from Operations, and all such books, records, documents and other items shall be held available for such audit and examination. Upon request by the City, Developer shall make all such books, records and documents available to the City, and provide removable copies thereof, within thirty (30) of the date of the City's request. The cost for any audit shall be shared equally by the Parties. Developer shall preserve such books, records, documents, and other items in West Sacramento for a period of not less than seven (7) years for the purpose of auditing or re-auditing these accounts upon reasonable notice; except that, if an audit is made within the seven-year period and Developer claims that errors or omissions have occurred, the books and records shall be retained and made available until those matters are resolved. City shall keep strictly confidential all statements of revenue furnished by Developer and all other information concerning Developer's operation of the Premises obtained by City as a result of the inspection, audit and examination privileges of City hereunder, except as otherwise required by law. If City receives a request for such information pursuant to the Public Records Act (California Government Code Section 6250 et seq.), City shall provide Developer notice of any such request prior to disclosing any such information. Within seven (7) years after the receipt of any statement of receipts under this Agreement, City at any time shall be entitled to carry out an audit of such revenue either by City or agent to be designated by City. If it shall be determined as a result of such audit that there has been a deficiency in any payment due under this Agreement made on the basis of such statement, then such deficiency shall become immediately due and payable. If such statement of revenue for the relevant year shall be found to have understated receipts by more than two percent and City is entitled to any additional payment as a result of said understatement, then Developer shall, in addition, pay all of City's reasonable costs and expenses connected with such audit, including the expense incurred in retaining such agent; otherwise City shall bear the cost and expense of such audit.

(c) Copies of Tax Filings. Developer shall provide City with copies of any reports Developer is required to provide to the County of Yolo or the State of California for sales, use or other tax purposes.

9.1.3 Applicability of Future Revenue Mechanisms. During the term of this Agreement, if the City imposes an alternative revenue mechanism specifically related to cannabis operations (e.g. a cannabis tax), developer agrees to pay to City the greater of the payment required under such alternative revenue mechanism or the payment required by this

Section. As used in this Section, "alternative revenue mechanisms" do not include taxes, fees, or assessments levied on or collected from both cannabis and non-cannabis operations. Payments required by revenue mechanisms that are not limited to cannabis operations shall be in addition to, and not in lieu of, payments under this Section.

9.2 **Public Safety and Security.**

9.2.1 **Public Safety and Security Plan.** Prior to acceptance of any cannabis product at the Facility, and prior to the commencement of transportation or distribution activities to or from the Facility, Developer shall have prepared and submitted to City a Public Safety and Security Plan ("Plan") acceptable to the City in the reasonable exercise of City's discretion. The Plan shall include and address all aspects of public safety and security, including but not limited to the following interior and exterior security and fire/life safety issues:

(a) Physical security measures, including perimeter fencing, security cameras and other monitoring equipment, and internal security controls.

(b) Implementation of CPTED (Crime Prevention Through Environmental Design) measures.

(c) Protocols for loading and unloading, storage, and transportation of cannabis products.

At least annually, and at other times upon request by either party, Developer and City staff shall meet to review the Plan and operations of the Facility. Developer shall promptly revise the Plan to address deficiencies identified by Developer or the City (e.g. major incidents, high volume of calls for service, etc.) so that the Facility is operated at all times in a manner that ensures the safety and security of the public and Developer's employees, and the physical security of the Facility and products stored therein.

9.2.2 **Signage.** Signage for the Project and Facility shall conform to the requirements of the City's Sign Ordinance (Chapter 17.33). In addition, Developer agrees that, except as otherwise approved by the City in writing or required by law, Project signage shall include nothing, in word or symbol, identifying the fact that the Property is used for cannabis-related activities.

9.2.3 **Vehicles.** No vehicle owned or operated by the Developer, or used for the transportation of product or individuals associated with the Facility, shall include markings (in words or symbols) identifying the vehicle as a vehicle used for cannabis-related activities, unless otherwise required by law.

9.2.4 **Reporting of Incidents.** Developer shall promptly report to the police department breaches of security and criminal activities occurring at the Facility. Developer shall promptly report to the fire department incidents involving fire or the release, spill or unauthorized discharge of hazardous materials according to all local, state and federal requirements, which shall include, but not be limited to, reporting the following incidents:

California Fire Code 401.3 Emergency responder notification.

Notification of emergency responders shall be in accordance with Sections 401.3.1 through 401.3.3.

401.3.1 Fire events.

In the event an unwanted fire occurs on a property, the owner or occupant shall immediately report such condition to the fire department.

401.3.2 Alarm activations.

Upon activation of a fire alarm signal, employees or staff shall immediately notify the fire department.

401.3.3 Delayed notification.

A person shall not, by verbal or written directive, require any delay in the reporting of a fire to the fire department.

California Fire Code 5003.3.1 Unauthorized discharges.

When hazardous materials are released in quantities reportable under state, federal or local regulations, the fire code official shall be notified and the following procedures required in accordance with Sections 5003.3.1.1 through 5003.3.1.4.

Municipal Code 8.18.530 Reporting unauthorized release of hazardous materials.

As soon as a permittee or employee thereof or any person who is required to have a permit, has reason to conclude that there may have occurred an unauthorized release of a hazardous material, such person shall take all necessary steps to ensure the discovery, containment and clean-up of such release and shall immediately notify the [fire] department of the occurrence. (Ord. 11-3 § 2)

9.3 **Notification to City of Intent to Relocate.** Developer shall provide City with ninety (90) days written notice prior to relocating operations within or outside of the City.

10. **Amendment.** This Agreement may be amended in writing from time to time by mutual consent of the Parties hereto and in accordance with the procedures required by the Development Agreement Law.

11. **Annual Review of Agreement.**

11.1 **Review Date.** The annual review date of this Agreement (the "Review Date") as required by Development Agreement Law shall be approximately twelve (12) months from the Effective Date and every twelve (12) months thereafter.

11.2 **Procedures.** The procedures for annual review shall be as set forth in the Development Agreement Law.

11.3 **Fee for Annual Review.** The reasonable cost for the City's annual review of this Agreement shall be paid by Developer, not to exceed the actual costs incurred by the City in connection with the review.

12. **Default.**

12.1 **Default.** The failure of either party to perform any obligation or duty under this Agreement within the time required by this Agreement shall constitute an event of default. (For purposes of this Agreement, a Party asserting that the other Party is in default shall be referred to as the "Complaining Party" and the other Party shall be referred to as the "Defaulting Party.")

12.2 **Notice.** The Complaining Party may not place the Defaulting Party in default unless it has first given written notice to the Defaulting Party, specifying the nature of the default and the manner in which the default may be cured, if known to the Complaining Party. Any failure or delay by the Complaining Party in giving such notice shall not waive such default or waive any of the Complaining Party's remedies.

12.3 **Cure.** The Defaulting Party shall have thirty (30) days from the receipt of notice to cure the default. In the case of monetary defaults (e.g. failure to make the payments required by Section 9.1.1), any default must be cured completely within this thirty (30) day period. In the case of non-monetary defaults, if the default cannot be reasonably cured within such time, the default shall be deemed cured if: (1) the cure is commenced at the earliest practicable date following receipt of notice; (2) the cure is diligently prosecuted to completion at all times thereafter; (3) at the earliest practicable date (but in no event later than thirty (30) days after receiving the notice of default), the Defaulting Party provides written notice to the Complaining Party that the cure cannot be reasonably completed within such thirty (30) day period; and (4) the default is cured at the earliest practicable date, but in no event later than one hundred twenty (120) days after receipt of the first notice of default.

12.4 **Remedies.** If the Defaulting Party fails to cure a default in accordance with the foregoing, the Complaining Party shall have the right to terminate this Agreement upon notice to the Defaulting Party and the Complaining Party may pursue all remedies available by law or in equity, including specific performance and injunctive relief.

12.5 **Additional Procedures and Remedies.** The Parties acknowledge that the foregoing default procedures and remedies are in addition to, and not in lieu of, the procedures and remedies set forth in City Council Resolutions 88-111 and 96-62, and Developer waives the argument that any default taken against Developer is not valid for failing to comply with the procedures and remedies set forth in City Council Resolutions 88-111 and 96-62.

12.6 **Waiver of Damages.** Notwithstanding anything in this Agreement to the contrary, the Parties acknowledge that the City would not have entered into this Agreement had it been exposed to liability for damages from Developer, and that therefore, Developer hereby waives all claims for damages against the City for breach of this Agreement. Developer further acknowledges that under the Development Agreement Law, land use approvals (including development agreements) must be approved by the City Council and that under law, the City Council's discretion to vote in any particular way may not be constrained by contract. Developer therefore waives all claims for damages against the City in the event that this Agreement or any Project Approval is: (1) not approved by the City Council or (2) is approved by the City Council, but with new changes, amendments, conditions or deletions to which Developer is opposed. Developer further acknowledges that as an instrument which must be approved by ordinance, a development agreement is subject to referendum; and that under law, the City Council's discretion to avoid a referendum by rescinding its approval of the underlying ordinance may not be constrained by contract, and Developer waives all claims for damages against the City in this regard.

12.7 **Effect of Termination of Agreement on Conditional Use Permit.** Developer agrees that termination of this Agreement in accordance with this Section 12 shall also result in the automatic termination of the Conditional Use Permit.

13. **Insurance and Indemnity.**

13.1 **Indemnification, Defense and Hold Harmless.** Developer shall indemnify, defend, and hold harmless to the fullest extent permitted by law, the City and its officer, officials, consultants and employees ("Indemnitees") from and against any and all claims, liability, loss, damage, expense, costs (including without limitation costs and fees of litigation) of every nature arising out of or in connection with the Project, the Project Approvals or the Property (including any challenge to the validity of any provision of this Agreement or the Project Approvals, or Developer's failure to comply with any of its obligations in this Agreement, or Developer's failure to comply with any current or prospective Law); provided, however, that Developer shall have no obligations under this section for such loss or damage which was caused by the sole negligence or willful misconduct of the City. This indemnification obligation shall survive this Agreement and shall not be limited by any insurance policy, whether required by this Agreement or otherwise.

13.2 **Insurance.**

13.2.1 **Public Liability and Property Damage Insurance.** At all times that Developer is constructing any improvements to the Property, Developer shall maintain in effect a policy of comprehensive general liability insurance with a per-occurrence combined single limit of five million dollars (\$5,000,000) and a deductible of not more than fifty thousand dollars (\$50,000) per claim. The policy so maintained by Developer shall name the City as an additional insured and shall include either a severability of interest clause or cross-liability endorsement.

13.2.2 **Workers' Compensation Insurance.** At all times that Developer is constructing any improvements, Developer shall maintain workers' compensation insurance for all persons employed by Developer for work at the Project site. Developer shall require each contractor and subcontractor similarly to provide workers' compensation insurance for its respective employees. Developer agrees to indemnify the City for any damage resulting from Developer's failure to maintain any such insurance.

13.2.3 **Evidence of Insurance.** Prior to commencement of construction of any improvements, Developer shall furnish City satisfactory evidence of the insurance required by this Sections 13.2 and evidence that the carrier is required to give the City at least fifteen (15) days prior written notice of the cancellation or reduction in coverage of a policy. The insurance shall extend to the City, its elective and appointive boards, commissions, officers, agents, employees and representatives and to Developer performing work on the Project.

14. **Assignment and Transfers of Rights and Interest; Binding Effect on Successors.**

14.1 **Assignment.**

14.1.1 **Assignment of Rights Under Agreement.** Developer may not transfer or assign its interests under this Agreement, in whole or in part, without the prior written consent of the City, which may be withheld for any reason. No such assignment shall be effective until execution and delivery by Developer and the assignee of an assignment substantially in the form attached hereto as **Exhibit D**.

14.1.2 **Subsequent Assignments.** Any Successor may assign its rights under this Agreement by complying with the procedures set forth in this Agreement.

14.2 **Transfer of Control.** No change in Developer's leasehold interest or in the composition of Developer's leasehold interest shall be made, and no transfer of the Property Lease or any sublease of the Property shall be made, without providing the City with prior written

notice. If the change, transfer or sublease changes Control over the use of the Property, the operations of Developer, or the actions or activities of Developer, then the prior written consent of the City must be obtained before the change, transfer or sublease, which consent may be withheld for any reason.

14.3 **Transferability to New Location.** In the event Developer moves operations from the Property to another location within the City, Developer agrees that the City may require that the rights and obligations set forth in this Agreement transfer to the new location. Developer and City agree to work cooperatively and collaboratively on any amendments to this Agreement that may be necessary in view of the transfer of Developer's operations to the new location.

14.4 **Runs with the Land.** Except as otherwise provided in this Agreement, and for so long as this Agreement remains in effect, all of the provisions, rights, terms, covenants, and obligations contained in this Agreement shall be binding upon the Parties and their respective heirs, successors and assignees, representatives, sub-lessees, and all other persons acquiring the Developer's interest in the Property, whether by operation of law or in any manner whatsoever; provided that no successor or assignee of Developer may obtain the benefits hereunder unless the City has consented to assignment of those rights as set forth in Section 14.1. All of the provisions of this Agreement shall be enforceable as equitable servitudes and shall constitute covenants running with the land pursuant to applicable laws, including, but not limited to, Section 1466 of the Civil Code of the State of California. Each covenant to do, or refrain from doing, some act on the Property hereunder, or with respect to any leasehold interest in the Property: (a) is for the benefit of such properties and is a burden upon such properties; (b) runs with such properties; and (c) is binding upon each Party and each successive owner during its ownership of such leasehold interest in the Property or any portion thereof, and shall be a benefit to and a burden upon each Party and its property hereunder and each other person succeeding to an interest in such properties.

15. **Miscellaneous.**

15.1 **Estoppel Certificate.** Either Party may at any time request the other Party to certify in writing that: (1) this Agreement is in full force and effect; (2) this Agreement has not been amended except as identified by the other Party; and (3) to the best knowledge of the other Party, the requesting Party is not in default, or if in default, the other Party shall describe the nature and any amount of any such default. The other Party shall use its best efforts to execute and return the estoppel certificate to the requesting Party within thirty (30) days of the request. The City Manager shall have authority to execute such certificates on behalf of the City.

15.2 **Recordation.** This Agreement shall not be operative until recorded with the Yolo County Recorder's office. Developer shall record this Agreement against the Property at its expense with the County Recorder's office within ten (10) days of the Effective Date, and shall cause any amendment to this Agreement or any instrument affecting the term of this Agreement to be recorded within ten (10) days from date on which the same become effective. Any amendment to this Agreement or any instrument affecting the term of this Agreement which affect less than all of the Property shall contain a legal description of the portion thereof that is the subject of such amendment or instrument. Alternatively, Developer and City may execute the instrument entitled "Memorandum of Development Agreement" attached hereto as **Exhibit E**, which shall be recorded against the Property, in lieu of recording the entire Agreement.

15.3 **Notices.** All notices required by this Agreement or the Development Agreement Law shall be in writing and personally delivered or sent by certified mail, postage prepaid, return receipt requested.

Notice required to be given to the City shall be addressed as follows:

CITY OF WEST SACRAMENTO
1110 West Capitol Avenue
West Sacramento, CA 95691
Attn: City Manager
(916) 617-4500

with copies to:

KRONICK, MOSKOVITZ, TIEDEMANN & GIRARD
400 Capitol Mall, 27th Floor
Sacramento, CA 95814
Attn: Jeffrey Mitchell
(916) 321-4500

Notice required to be given to the Developer shall be addressed as follows:

2286 LLC
770 L Street, Suite 950
Sacramento, CA 95814

cc copy to:

Robert M. Wilson, Esquire
770 L Street, Suite 950
Sacramento, CA 95814

Either Party may change the address stated herein by giving notice in writing to the other Party, and thereafter notices shall be addressed and transmitted to the new address. All notices shall be deemed received on the earlier of the date that personal delivery is effected or the date shown on the return receipt.

15.4 **References to Municipal Code.** This Agreement contains references to articles and sections of the City's Municipal Code. If, after the Effective Date, the City amends or renumbers its Municipal Code, then the references in this Agreement shall be understood to apply to the amended or renumbered Municipal Code.

15.5 **Construction of Agreement.** The provisions of this Agreement and the Exhibits hereto shall be construed as a whole according to their common meaning and not strictly for or against any party and consistent with the provisions hereof, in order to achieve the objectives and purpose of the parties hereunder. The captions preceding the text of each Article, Section, and subsection hereof are included only for convenience of reference and shall be disregarded in the construction and interpretation of this Agreement. Wherever required by the context, the singular shall include the plural and vice versa, and the masculine gender shall include the feminine or neuter genders and vice versa.

15.6 **Third Party Beneficiaries.** This Agreement is entered into for the sole benefit of the Parties and any Successors. No other party shall have any cause of action or the standing to assert any rights under this Agreement.

15.7 **Attorneys' Fees and Costs in Legal Actions by Parties to the Agreement.** Should any legal action be brought by either Party for breach of this Agreement or to enforce any provisions herein, each Party shall bear its own costs (including attorneys' fees) and neither Party shall be entitled to recover such costs from the other Party.

15.8 **Liability of City Officials.** No City official or employee shall be personally liable under this Agreement.

15.9 **Delegation.** Any reference to any City body, official or employee in this Agreement shall include the designee of that body, official or employee, except where delegation is prohibited by law.

15.10 **Severability.** Should any provision of this Agreement be found invalid or unenforceable by a court of law, the decision shall affect only the provision interpreted, and all remaining provisions shall remain enforceable.

15.11 **Integration.** This Agreement constitutes the entire understanding and agreement of the Parties with respect to the subject matter hereof and supersedes any previous oral or written agreement. This Agreement may be modified or amended only by a subsequent written instrument executed by all of the Parties.

15.12 **Counterparts.** This Agreement may be signed in one (1) or more counterparts, and will be effective when the Parties have affixed their signatures to counterparts, at which time the counterparts together shall be deemed one (1) original document; provided, however, that all executed counterparts are provided to the City Clerk.

15.13 **Interpretation.** The Parties acknowledge that this Agreement has been negotiated by both Parties and their legal counsel and agree that this Agreement shall be interpreted as if drafted by both Parties.

15.14 **Inconsistency.** In the event of any conflict or inconsistency between the provisions of this Agreement and the Project Approvals or Exhibits, this Agreement shall prevail.

15.15 **Incorporation.** The Recitals, Exhibits, and all defined terms in this Agreement are part of this Agreement.

15.16 **Applicable Law and Venue.** This Agreement shall be construed and enforced in accordance with the laws of the State of California without regard to principles of conflicts of law. In the event of litigation arising under this Agreement, venue shall reside exclusively in the Superior Court of the County of Yolo or, in the event of federal litigation, the Eastern District of California.

15.17 **Time of the Essence.** Time is of the essence of this Agreement.

(Signatures on Next Page)

IN WITNESS WHEREOF, the Parties hereto are executing this Agreement on the dates set forth below, to be effective as of the Effective Date.

“CITY”

“DEVELOPER”

CITY OF WEST SACRAMENTO,
a municipal corporation

NORCAL GREEN VENTURES, LLC
a California limited liability company

By: _____

By: _____

Name: Christopher Cabaldon

Name: _____

Its: Mayor

Its: _____

Dated: _____, 2018

Dated: _____, 2018

ATTEST:

Kryss Rankin,
City Clerk

APPROVED AS TO FORM:

Jeffrey Mitchell,
City Attorney

List of Exhibits:

- Exhibit A: Project Description
- Exhibit B: Legal Description of the Property
- Exhibit C: Site Plan Showing Location of the Facility on the Property
- Exhibit D: Form of Assignment and Assumption Agreement
- Exhibit E: Memorandum of Development Agreement

Exhibit A

Project Description

NORCAL GREEN VENTURES, LLC ("Developer") proposes to develop and operate a legal Cannabis Manufacturing Facility at 2286 Del Monte Street, in West Sacramento, California (APN 067-150-003-000) pursuant to a City-issued Conditional Use Permit ("CUP"). Pursuant to the manufacturing facility CUP, the Developer will use an existing 12,000 square-foot industrial building as a volatile solvent manufacturing facility.

There will be no direct distribution to the consumer. The Facility will not be used in any way to distribute or transport cannabis outside of California.

January 1, 2018, or as soon thereafter as applications become available with the State, Developer will apply for and obtain a state license authorizing the Volatile Solvent Manufacturing (Type 7) of cannabis in California.

Consistent with the legal framework of the State and Local ordinance, Developer will obtain legal cannabis products, ensure compliance with testing and packaging and deliver products to licensed retailers throughout the State of California. For purposes of sales taxes, all purchases and sales of cannabis products will be booked through Developer's West Sacramento Facility. All products distributed by Developer will be purchased from licensed manufacturers and cultivators and sold to licensed retailers in compliance with State law.

Exhibit B

Legal Description of the Industrial Property

Real property in the City of West Sacramento, County of Yolo, State of California, described as follows:

A portion of Parcels 16 and 17, Marcel Map 1060-1, filed August 18, 1966, in Book 1 of Parcel Maps, pages 1 and 2, Yolo County Records, and described as follows:

Beginning at the Northeast corner of Parcel 16; thence along the North line of said Parcel 16 West 15.00 feet; thence parallel to the East line of said Parcel 16 South 372.44 feet to the center line of Del Monte Street as shown on said Parcel Map; thence along the center line of said Del Monte Street East 125.00 feet; thence parallel to the West line of the East line of Parcel 16, North 372.44 feet, more or less, to the North line of said Parcel 17; thence along said North line West 110.00 feet to the point of beginning.

APN: 067-150-003-000

Exhibit C

Site Plan Showing Location of the Facility and the Property

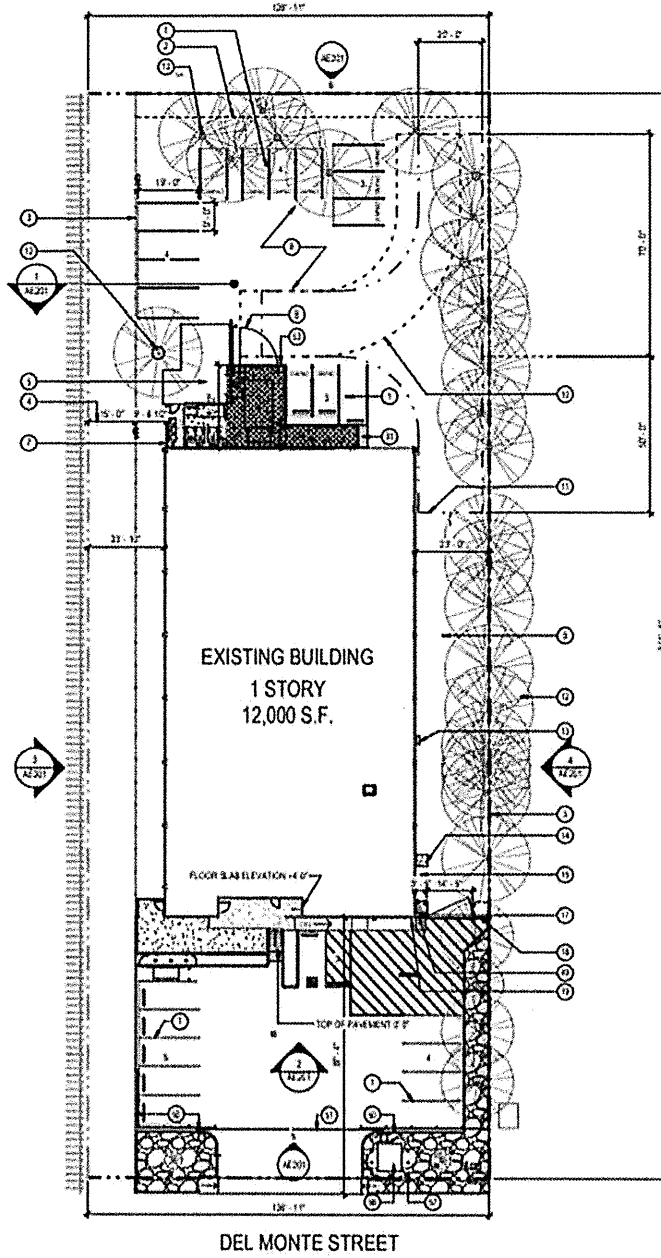


Exhibit D

Form of Assignment and Assumption Agreement

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:

[Add Assignee Address]

Attn: _____

(SPACE ABOVE THIS LINE RESERVED
FOR RECORDER'S USE)

**ASSIGNMENT AND ASSUMPTION AGREEMENT
(NORCAL GREEN VENTURES, LLC Development Agreement)**

THIS ASSIGNMENT AND ASSUMPTION AGREEMENT (the "Agreement") is entered into this ____ day of _____, 20__, by and between NORCAL GREEN VENTURES, LLC a _____ limited liability company (the "Developer"), and _____, a _____ (the "Assignee").

RECITALS

A. The City of West Sacramento and Developer entered into that certain Development Agreement recorded in the Official Records of Yolo County, California, on _____, 20__, as Instrument No. 20__-_____ (the "Development Agreement"). Pursuant to the Development Agreement, Developer agreed to develop certain real property consisting of an industrial building, which real property is more particularly described in the Development Agreement and legally described in **Exhibit A**, attached hereto and incorporated herein (the "Industrial Property"), subject to certain conditions and obligations as set forth in the Development Agreement. Suite B is defined as the "Subject Property."

B. Developer intends to convey its interest in the Subject Property to Assignee along with Developer's rights, title, interest, burdens and obligations under the Development Agreement.

C. Developer desires to assign and Assignee desires to assume all of Developer's rights, title, interest, burdens and obligations under the Development Agreement.

ASSIGNMENT AND ASSUMPTION

NOW, THEREFORE, Developer and Assignee hereby agree as follows:

1. Developer hereby assigns to Assignee all of the rights, title, interest, burdens and obligations of Developer under the Development Agreement.

2. Assignee hereby assumes all of the rights, title, interest, burdens and obligations of Developer under the Development Agreement, and agrees to observe and fully perform all of the duties and obligations of Developer under the Development Agreement. The parties intend hereby that, upon the execution of this Agreement, Assignee shall become the "Successor" (as defined in the Development Agreement) to Developer under the Development Agreement solely

with respect to the Subject Property.

3. All of the covenants, terms and conditions set forth herein shall be binding upon and shall inure to the benefit of the parties hereto and their respective heirs, successors and assigns.

4. The Notice Address described in Section 15.3 of the Development Agreement for Assignee, as the Successor solely with respect to the Subject Property shall be:

5. As provided in Section 14.1, this Assignment shall not be effective unless and until written consent of the City has been obtained.

6. This Agreement may be executed in two (2) or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The parties authorize each other to detach and combine, or cause to be detached and combined, original signature pages and consolidate them into a single identical original for recordation of this Agreement in the Official Records of Yolo County, California.

IN WITNESS HEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

"DEVELOPER"

"ASSIGNEE"

NORCAL GREEN VENTURES, LLC,
A _____ limited liability company

By: _____
Name: _____
It's: _____

By: _____
Name: _____
Its: _____

Dated: _____, 20__

Dated: _____, 20__

Exhibits:

A - Legal Description of the Industrial Property

RECORDATION OF THIS CERTIFICATE IS THE RESPONSIBILITY OF THE REQUESTING PARTY.

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

Acknowledgment

State of California }
County of Yolo }

On _____, before me, _____,
Notary Public, personally appeared _____, who
proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to
the within instrument and acknowledged to me that he/she/they executed the same in his/her/their
authorized capacity(ies), and that by his/her/their signature on the instrument the person(s), or the entity
upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing
paragraph is true and correct.

Witness my hand and official seal.

_____, Notary Public

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

Acknowledgment

State of California }
County of Yolo }

On _____, before me, _____,
Notary Public, personally appeared _____, who
proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to
the within instrument and acknowledged to me that he/she/they executed the same in his/her/their
authorized capacity(ies), and that by his/her/their signature on the instrument the person(s), or the entity
upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing
paragraph is true and correct.

Witness my hand and official seal.

_____, Notary Public

Exhibit A to Assignment and Assumption Agreement

LEGAL DESCRIPTION OF THE INDUSTRIAL PROPERTY

Real property in the City of West Sacramento, County of Yolo, State of California, described as follows:

A portion of Parcels 16 and 17, Marcel Map 1060-1, filed August 18, 1966, in Book 1 of Parcel Maps, pages 1 and 2, Yolo County Records, and described as follows:

Beginning at the Northeast corner of Parcel 16; thence along the North line of said Parcel 16 West 15.00 feet; thence parallel to the East line of said Parcel 16 South 372.44 feet to the center line of Del Monte Street as shown on said Parcel Map; thence along the center line of said Del Monte Street East 125.00 feet; thence parallel to the West line of the East line of Parcel 16, North 372.44 feet, more or less, to the North line of said Parcel 17; thence along said North line West 110.00 feet to the point of beginning.

APN: 067-150-003-000

Exhibit A to Assignment and Assumption Agreement (continued)

Site Plan Showing Location of the Facility and the Property

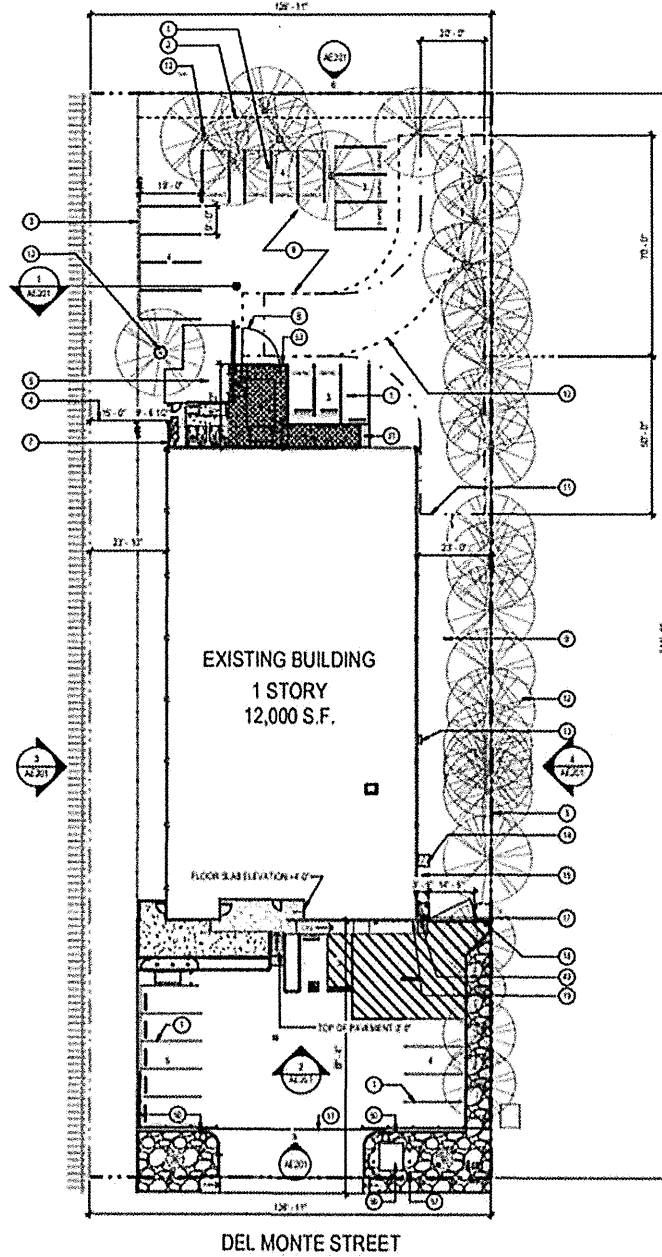


Exhibit E

Memorandum of Development Agreement

Recording Requested by and
When Recorded Return to:

City of West Sacramento
1110 West Capitol Avenue
West Sacramento, California 95691

No recording fee required pursuant to
Government Code Section 27383

SPACE ABOVE THIS LINE FOR RECORDER'S USE

**MEMORANDUM OF DEVELOPMENT AGREEMENT
NORCAL GREEN VENTURES, LLC**

THIS MEMORANDUM OF DEVELOPMENT AGREEMENT ("Memorandum") is made this ____ day of _____, 2018, by and between the CITY OF WEST SACRAMENTO, a municipal corporation ("City"), NORCAL GREEN VENTURES, LLC, a _____ limited liability company ("Developer"), and _____ ("Owner"), collectively referred to as the "Parties." Developer is the lessee under the terms of that certain unrecorded lease dated _____ 2018, by and between Developer and Owner.

City and Developer are Parties to that certain "Development Agreement" approved by Ordinance _____ (the "Development Agreement"), the terms and conditions of which are hereby incorporated by this reference as if set forth in full herein. The Development Agreement applies to the development and operation of a "Facility" (as defined in the Development Agreement) that is located on certain real property owned by Owner situated in the County of Yolo, State of California, and legally described as follows (the "Property"):

[See Exhibit A]

"CITY"

CITY OF WEST SACRAMENTO,
a municipal corporation

By: _____
Name: Christopher Cabaldon
It's: Mayor
Dated: _____, 2018

"DEVELOPER"

NORCAL GREEN VENTURES, LLC
a California limited liability company

By: _____
Name: _____
Its: _____
Dated: _____, 2018

"OWNER"

2286 Del Monte, LLC,
a California limited liability company

By: _____
Name: _____
It's: _____
Dated: _____, 2018

RECORDATION OF THIS CERTIFICATE IS THE RESPONSIBILITY OF THE REQUESTING PARTY.

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

Acknowledgment

State of California }
County of Yolo }

On _____, before me, _____,
Notary Public, personally appeared _____, who
proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to
the within instrument and acknowledged to me that he/she/they executed the same in his/her/their
authorized capacity(ies), and that by his/her/their signature on the instrument the person(s), or the entity
upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing
paragraph is true and correct.

Witness my hand and official seal.

_____, Notary Public

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

Acknowledgment

State of California }
County of Yolo }

On _____, before me, _____,
Notary Public, personally appeared _____, who
proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to
the within instrument and acknowledged to me that he/she/they executed the same in his/her/their
authorized capacity(ies), and that by his/her/their signature on the instrument the person(s), or the entity
upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing
paragraph is true and correct.

Witness my hand and official seal.

_____, Notary Public

Exhibit A to Memorandum of Agreement

Legal Description

Real property in the City of West Sacramento, County of Yolo, State of California, described as follows:

A portion of Parcels 16 and 17, Marcel Map 1060-1, filed August 18, 1966, in Book 1 of Parcel Maps, pages 1 and 2, Yolo County Records, and described as follows:

Beginning at the Northeast corner of Parcel 16; thence along the North line of said Parcel 16 West 15.00 feet; thence parallel to the East line of said Parcel 16 South 372.44 feet to the center line of Del Monte Street as shown on said Parcel Map; thence along the center line of said Del Monte Street East 125.00 feet; thence parallel to the West line of the East line of Parcel 16, North 372.44 feet, more or less, to the North line of said Parcel 17; thence along said North line West 110.00 feet to the point of beginning.

APN: 067-150-003-000

ATTACHMENT 8

ORDINANCE 18-10

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF WEST SACRAMENTO APPROVING THE DEVELOPMENT AGREEMENT BETWEEN THE CITY AND NORCAL GREEN VENTURES, LLC PERTAINING TO CANNABIS MANUFACTURING

WHEREAS, on May 17, 2018, the City of West Sacramento Planning Commission conducted a public hearing and adopted Resolution 18-6PC, recommending among other things, the City Council approve the Development Agreement.

The City Council of the City of West Sacramento does ordain as follows:

Section 1. Purpose and Authority. The purpose of this Ordinance is to approve the Development Agreement between the City and Norcal Green Ventures, LLC. This Ordinance is authorized pursuant to Government Code Section 65864 through 65869.5 and Resolution 88-111 of the City of West Sacramento.

Section 2 Findings. In adopting this Ordinance, the City Council makes the following findings:

- (a) The proposed Development Agreement is consistent with the objectives, policies, general land uses, and programs specified in the General Plan and applicable specific plan; and
- (b) The proposed Development Agreement will not be detrimental to the health, safety, and general welfare of persons residing in the immediate area or detrimental to the general welfare of the residents of the City as a whole; and
- (c) The proposed Development Agreement will not adversely affect the orderly development of property or preservation of property values; and
- (d) The proposed Development Agreement is consistent with the provisions of Government Code Sections 65864 through 65869.5 and Resolution 88-111, as amended by Resolution 96-62; and
- (e) The Planning Commission recommends approval of the Development Agreement.

Section 3. Severability. If any provision or section of this Ordinance is determined to be unenforceable, invalid, or unlawful, such determination shall not affect the enforceability of the remaining provisions of the Ordinance.

Section 4. Effective Date and Publication. This Ordinance shall take effect thirty (30) days after its adoption, and pursuant to Resolution 99-46, shall be published in summary format prior to adoption and a summary shall be published within fifteen (15) days after adoption in a paper of general circulation published and circulated in the City of West Sacramento.

PASSED AND ADOPTED by the City Council of the City of West Sacramento this 27th day of June, 2018 by the following votes:

AYES:
NOES:
ABSENT:
ABSTAIN:

Christopher L. Cabaldon, Mayor

ATTEST:

APPROVED AS TO FORM:

Kryss Rankin, City Clerk

Jeffrey Mitchell, City Attorney

CODIFY ___ UNCODIFY X

ATTACHMENT 9

RESOLUTION 18-6PC

**A RESOLUTION OF THE PLANNING COMMISSION
OF THE CITY OF WEST SACRAMENTO
RECOMMENDING ADOPTION BY THE CITY COUNCIL A DEVELOPMENT
AGREEMENT WITH NORCAL GREEN VENTURES, LLC PERTAINING TO
CANNABIS MANUFACTURING**

WHEREAS, on May 17, 2018 the West Sacramento Planning Commission conducted a public hearing on a Conditional Use Permit and a Development Agreement; and

WHEREAS, the Planning Commission has duly considered all information before them; and

WHEREAS, the Planning Commission has found that the proposed Development Agreement is consistent with the goals, policies and implementation programs of the City of West Sacramento General Plan, and

WHEREAS, the proposed Development Agreement is exempt from California Environmental Quality Act (CEQA) review pursuant to §15301, and §1530~~3~~² of the CEQA Guidelines, as the project would be located on an existing developed property with minor tenant improvements proposed; and

WHEREAS, the Planning Commission has found that the proposed development agreement furthers the public health, safety and general welfare of the City, and

NOW, THEREFORE, BE IT RESOLVED by the Planning Commission recommends that the City Council take the following actions:

1. The Planning Commission recommends that the City Council approve the proposed Development Agreement via Ordinance 18-10 as recommended by the Planning Commission.

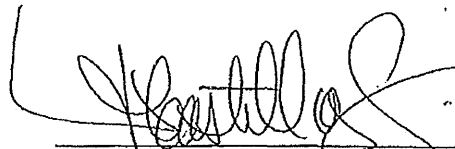
PASSED AND ADOPTED by the Planning Commission of the City of West Sacramento this 17th day of May 2018, by the following vote:

AYES: Liebig, Vu, Austin, Harrison

NOES: Castillo

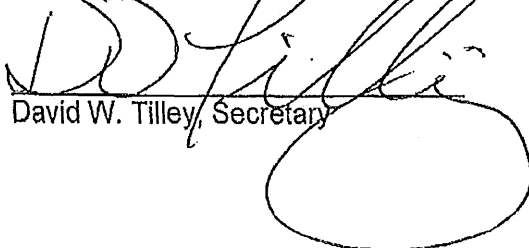
ABSTAIN: None

ABSENT: Sturmfels



Francisco Castillo, Planning Commission
Vice Chairperson

ATTEST:



David W. Tilley, Secretary

**A typo was noted on the section of the Resolution concerning CEQA exemptions after the Resolution was signed. The correct number has been hand-written into the document.

MEETING DATE: June 27, 2018

ITEM # 3

SUBJECT:**CONSIDERATION OF AMENDMENTS TO SHARED EQUITY HOUSING PROGRAM GUIDELINES****INITIATED OR REQUESTED BY:** Council Staff Other**REPORT COORDINATED OR PREPARED BY:**

Raul Huerta, Sr. Program Manager


 Aaron Laurel, Director Economic Development & Housing
ATTACHMENT Yes No Information Direction Action**OBJECTIVE**

The purpose of this report is to provide the Council with sufficient information to approve amendments to the Shared Equity Housing Program.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council approve the amendments to the Shared Equity Housing Program.

BACKGROUND

The Shared Equity Housing Program (SEHP) was created in the early 1990s as part of a settlement in the case of Wolfington v. Redevelopment Agency of the City of West Sacramento. The 24 homes that comprised the SEHP were part of the 100 affordable units that the former Redevelopment Agency was required to produce and maintain for the life of the West Sacramento Redevelopment Plan.

Currently, the resale process of any unit within the SEHP's inventory requires City involvement, as housing successor to the Redevelopment Agency, to assist the owner in identifying a qualified buyer and working with lenders, underwriters and realtors in understanding the SEHP. In addition, the City must provide funding to the potential buyer, within the SEHP Guideline limits, to enable the purchase of the SEHP home. While the City reinvests the funds it receives from the sale of a SEHP home to the new buyer, in many instances, additional financial assistance to the buyer is still required. However, the dissolution of redevelopment agencies in 2012 eliminated the main funding source the City used to ensure that buyers had sufficient down payment assistance to purchase SEHP units. Furthermore, stricter lending rules and practices have been introduced resulting from the housing market collapse in 2007 which has made it more challenging to find willing lenders to provide first mortgage financing for SEHP home buyers.

ANALYSIS

In late 2017 staff approached Legal Services of Northern California, which represented the plaintiffs in the Wolfington case, to discuss the possibility of restructuring the SEHP given the challenges associated with the program's administration following the dissolution of redevelopment agencies and introduction of new lending practices. Staff proposed that the City be allowed to release units from the SEHP as owners contacted the City to request to sell their homes or refinance their first mortgages. At either of those instances, the City's Shared Appreciation Note would be repaid, and the City would deposit recaptured funds into a program-specific subaccount within the City's Housing Trust Fund to be used for affordable housing activities that benefit low- and very low-income households.

Using the funds in this manner would assist more households at deeper income-targeting levels for a longer term. While the original Redevelopment Agency plan expiration was in 2026, new housing produced with recaptured SEHP funds would likely have a 55-year affordability restriction. Staff feels, and LSNC agreed, that modifying the SEHP to provide for the use of recaptured funds in this revised manner was consistent with the intent and spirit of the settlement agreement. A Letter Agreement, included as Attachment 1, was executed by LSNC and the City Manager to memorialize the agreement.

Existing SEHP Guidelines encompass all aspects of the SEHP including application process, applicant eligibility, underwriting and resale process. Because the intent is to allow SEHP homeowners to be released from the program as they sell or refinance their homes, the Guidelines have been simplified to focus on the resale process,

payment of the Shared Appreciation Note and release of the home from the SEHP obligations. A red-lined copy of the amended guidelines is included as Attachment 2.

Environmental Considerations

Modification of the SEHP Guidelines is not an action or project that is subject to CEQA because it is not an activity that may cause either a direct or reasonably foreseeable indirect physical change in the environment. (Pub. Resources Code, § 21065; CEQA Guidelines §§ 15060(c), 15378(a).)

Commission Recommendation

Staff presented the proposed modifications to the SEHP guidelines to the Economic Development and Housing (EDH) Commission at its May 30, 2018 meeting. The commission agreed with staff's recommendation that the proposed re-use of the recaptured SEHP funds will be more effective and beneficial in serving lower income households. Modification of the SEHP Guidelines was approved unanimously by the commission.

Strategic Plan Integration

The proposed action will promote the principle of providing a range of quality housing choices in the community. While SEHP homes will be released from their obligations, recaptured funds will be used for future affordable housing activities that benefit low- and very-low income households.

Alternatives

The Council's primary alternatives are as follows:

1. Approve the amendment of the SEHP Guidelines; or
2. Decline to approve the amendment of the SEHP Guidelines; or
3. Propose a different alternative for administration of the SEHP.

Staff recommends the first alternative given the challenges of administering the SEHP in its current form. Additionally, LSNC has agreed with staff that using SEHP recaptured funds in the proposed manner will benefit lower income households and is consistent with the intent and spirit of the settlement. The EDH Commission also unanimously approved the proposed guideline amendments. Staff does not recommend alternatives 2 or 3 because of the challenges administering the SEHP in its current form resulting from the elimination of redevelopment agencies and new lending rules/practices.

Coordination and Review

Modification of the SEHP was coordinated with LSNC, the City Attorney and Finance Division staff.

Budget/Cost Impact

The loan portfolio balance of the SEHP is \$1,358,605.75. This amount only includes the principal balance of the Shared Appreciation Notes and does not include the shared appreciation portion. As SEHP homes are sold or refinanced, the City will be able to recapture most or all the SEHP funds to reinvest in future affordable housing activities that will benefit low- and very-low income households. Both the existing SEHP homeowners and the City benefit from the potential increase in sales price of a home since the City will share in the increased appreciation in value. Recaptured funds from the remaining 23 homes can leverage an affordable housing project with a greater number of units, and lower income targeting with a longer affordability term.

ATTACHMENT(S)

1. Letter Agreement with LSNC
2. Amended SEHP Guidelines
3. Red-lined SEHP Guidelines



April 5, 2018

Alysa Meyer
Legal Services of Northern California
619 North Street
Woodland, CA 95695

Re: The City of West Sacramento Shared Equity Housing Program

Dear Ms. Meyer:

As you know, the City of West Sacramento ("City") currently offers a Shared Equity Housing Program ("SEHP") to persons and families of low income with affordable owner-occupied residential property in the City. The program was developed in connection with the settlement of prior lawsuits filed against the former Redevelopment Agency of the City of West Sacramento ("Agency") in which Legal Services of Northern California ("LSNC") represented the plaintiffs. Under the settlement agreement, the Agency agreed to make available a certain number of affordable housing units to low-income City residents. The SEHP was developed to satisfy a portion of the Agency's affordable housing requirements under that settlement agreement.

Under the terms of the SEHP, properties within the program must remain available at affordable housing costs upon transfer of title to another low-income purchaser. The result is that the City's affordable housing funds used for the program remain tied up in those properties at least until the expiration of the former Agency project area (2026). The program has become unmanageable for several reasons, among them the fact that the Agency was dissolved in 2012 along with other redevelopment agencies, and the City, as housing successor, no longer has Agency housing set-aside funds to continue to fund new SEHP loans as units turn over. Additionally, since the housing market collapse in 2007 and new lending requirements imposed since then, lenders have become increasingly skeptical of housing programs that restrict the use and sale of properties, making the SEHP extremely arduous and time consuming.

Consequently, the City would like to modify the SEHP in order to better assist and reach more low-income households in the City. The modification will allow property owners to be released from the SEHP obligations once they sell or refinance their homes. The City would then recapture some or all of its investment under the terms of the SEHP loan documents and place the recaptured funds into the City's Housing Trust Fund account. A Housing Trust Fund subaccount (261-9389) will be created to specifically capture any SEHP receivables. The SEHP subaccount will not only allow the City to easily identify receivables but also track where the funds are being allocated. Recaptured SEHP funds would subsequently be used specifically for other affordable housing projects to benefit low-, and very low-, income households. Using the funds in this manner would assist more households at deeper income-



targeting levels and for a longer term. The City believes that modifying the SEHP to provide for the use of recaptured funds in this manner is consistent with the intent and spirit of the settlement agreement.

We understand that LSNC is in support of the City's planned changes to the SEHP and the City's use of recaptured funds in the manner discussed above. To acknowledge LSNC's support of these changes and its agreement that modifying the SEHP to provide for the use of recaptured funds in this manner is consistent with the intent and spirit of the settlement agreement, please sign in the space provided below.

The City appreciates your consideration and attention to these important changes to the City's SEHP.


Sincerely,



Martin Tuttle, City Manager

ACKNOWLEDGEMENT:

Legal Services of Northern California

By: 
Name: Alisa Meyer
Title: Managing Attorney

SHARED EQUITY HOUSING PROGRAM GUIDELINES

The City of West Sacramento actively supports efforts to improve homeownership throughout the City. The Shared Equity Housing Program (SEHP) described in these Guidelines was originally developed to satisfy requirements to make 24 units of lower income housing by providing a silent second mortgage to qualified lower-income households at the time of purchasing a home. The City has since satisfied the SEHP requirements, and the SEHP no longer assists in the purchase of homes.

These SEHP Guidelines are provided to outline the re-sale process for when any of the 24 homes currently in the program inventory are listed for sale. Each of the SEHP program homes are subject to a Deed of Trust securing a Promissory Note, and a Regulatory Agreement or other document containing covenants which are recorded against the homeowner's property. Questions about the SEHP can be directed to the Economic Development and Housing Department at 916-617-4555.

I RESALE PROCESS

A. Transfer of Title

In the event a SEHP owner wants to transfer title to a Shared Equity Property, he/she must notify the City in writing prior to initiating any other action. Any sale without such prior notice shall be null and void.

The SEHP homeowner is encouraged to hire a licensed real estate agent during the resale process, to represent the homeowner in the transaction. The homeowner and the real estate agent, if one, must contact the City representative to learn all the requirements that will accompany the resale of the home. The SEHP homeowner needs to be aware that the seller normally pays commissions to real estate agents that represent both the buyer and the seller.

B. Expense of Sale

All normal expenses of the sale will be the responsibility of the seller and buyer as is typically divided in a real estate transaction. This includes commissions and fees paid to realtors as well as loan and escrow companies for their services. The City of West Sacramento does not pay any of these expenses.

C. Proceeds of Sale

Each homeowner's Promissory Note and/or Regulatory Agreement contains provisions setting forth the manner in which the proceeds of sale of the property shall be distributed. Upon payment in full of the Promissory Note, the City will reconvey, concurrently with close of escrow, the Deed of Trust, securing the Promissory Note, and release the Shared Appreciation Regulatory Agreement and any covenants recorded against the property in order to remove the home from the SEHP.

II REFINANCE

The City's Subordination Requirements, Exhibit A, must be followed when an owner desires to refinance its senior mortgage. If the Subordination Requirements cannot be met or if the owner desires to do so, the Promissory Note can be paid

off as part of the refinance. Repayment of the Promissory Note will be in accordance with Section 1.C. above.

III DEFAULT AND FORECLOSURE

If an owner defaults on the City Promissory Note or Shared Appreciation Regulatory Agreement, and foreclosure procedures are instituted, they shall be carried out according to the Foreclosure Policy adopted by the City as provided in Exhibit B of these Guidelines.

IV. PROGRAM COMPLAINT AND APPEAL PROCEDURE

Complaints by City residents or property owners regarding the Shared Equity program should be made in writing to the Director of the Economic Development and Housing Department. The Director or a designee will investigate the complaint, prepare an analysis and recommendation and will schedule a discussion of the complaint with the City Manager. If the matter is not resolved to the satisfaction of the person filing the complaint, this person may submit a written appeal addressed to the City Manager.

V. AMENDMENTS

Amendments to these Guidelines may be made by the City whenever appropriate to improve program effectiveness and to resolve problems. As part of the amendment adoption process, the City will review the policies of federal, state and private funding sources to ensure continuing compliance with published policies. Copies of amendments will be submitted to federal, state and private funding sources.

VI. EXCEPTIONS

Exceptions to these guidelines will require City Council approval.

VII. EXHIBITS

The following is a list of forms and documents that are used or apply to the SEHP.

- EXHIBIT A Subordination Requirements
- EXHIBIT B Foreclosure Policy

SHARED EQUITY HOUSING PROGRAM GUIDELINES

The City of West Sacramento actively supports efforts to improve homeownership throughout the City. The Shared Equity Housing Program (SEHP) described in these Guidelines was originally developed to satisfy requirements to make 24 units of lower income housing by providing a silent second mortgage to qualified lower-income households at the time of purchasing a home. ~~The City has since satisfied these requirements~~ the SEHP requirements, ~~and Although the~~ The Shared Equity Housing Program ~~SEHP is no longer required to~~ assists in the purchase of homes that are not already part of the program.

~~These SEHP Guidelines are provided to~~ outline the re-sale process for ~~—~~ when one any ~~of the 24 homes currently in the program inventory is~~ are ~~listed for sale,~~ the City may assist in helping the new low-income purchaser qualify for a first mortgage by providing a silent second mortgage for that property. ~~Each of the SEHP program homes are subject to a Deed of Trust securing a Promissory Note, and a Regulatory Agreement or other document containing covenants which are recorded against the homeowner's property. Questions about the SEHP can be directed to the Economic Development and Housing Department at 916-617-4555.~~

~~When a home is available, applications for the City's Shared Equity Housing Program can be obtained by calling the Redevelopment Agency of the City of West Sacramento at (916) 617-4555, at City Hall, currently located at 1110 West Capitol Avenue, West Sacramento.~~

APPLICATION PROCESS

~~I. —~~ APPLICANT ELIGIBILITY

~~A. —~~ Conflict of Interest

~~No member of the governing body of the City and no other official, employee, or agent of the City government who exercises policy or decision-making authority in connection with the planning and implementation of the Shared Equity Housing Program shall directly or indirectly be eligible for this Program. This ineligibility shall continue for one year after an individual's relationship with the City ends.~~

~~B. —~~ Residency Requirement

~~Applicants will be required to submit the following to the Redevelopment Agency of the City of West Sacramento at the time of application, and if approved for a loan, annually for the term of the loan:~~

- ~~1. Proof of occupancy in the form of a copy of a current utility bill.~~
- ~~2. Statement of the unit's current and continued use as a residence.~~
- ~~3. Declaration that either one or all titleholders reside on the premises.~~

~~The borrower must occupy the home as an owner-occupant. No loans will be made to non-owner occupants. If at any time the borrower ceases to occupy the home as his/her principal residence, the Agency's loan will become due and payable in full. Priority will be given to an individual who, at time of application, either worked or lived in the City of West Sacramento for the last year.~~

~~C. Income~~

~~Generally, to be eligible to participate in the Agency's program, household income must not exceed 80 percent (80%) of the median income for Yolo County, which is adjusted for family size and reported in the most current income guideline published by the U.S. Department of Housing and Urban Development (HUD). Exhibit A of these Guidelines contains the current income limits for Yolo County by family size and is updated annually as the information becomes available from HUD.~~

~~The applicant's income combined with the income of all household members aged 18 and older cannot exceed the income limits displayed in Exhibit A. All persons in the residence are considered household members for the purpose of income eligibility. A definition of income can be found in Exhibit B of these Guidelines.~~

~~D. Home Ownership~~

~~The applicant(s) must certify they have not had an ownership interest in a principal residence or occupied and owned a single-family home, a manufactured home (including mobile home, unless the ground space was rented) which is customarily used in a fixed location, a condominium, or a unit within a housing cooperative within three years prior to the date of their application. One exception to this rule is the displaced homemaker as defined by the Department of Housing and Urban Development. A displaced homemaker is someone who has not, within the last two years, worked fulltime for a full year outside the home but has worked primarily without remuneration~~

~~to care for the home and family, and is someone who is unemployed or underemployed and is experiencing difficulty in obtaining or upgrading employment.~~

~~E. Fair Housing~~

~~This policy will be implemented consistent with the Agency's commitment to fair housing practices. No person shall be excluded from participation in, denied the benefit of, or be subjected to discrimination on the basis of his or her religion or religious affiliation, age, race, color, ancestry, national origin, sex, marital status, familial status (children), physical or mental disability, sexual orientation, or any other arbitrary cause. The City of West Sacramento contracts fair housing services to receive complaints and to investigate fair housing issues. Individuals may contact Fair Housing Services by phoning (800) 265-1277.~~

~~II. APPLICATION PROCEDURE~~

~~A. Application Forms~~

~~Applicants may call the Agency to request an application packet by mail or to schedule an appointment to discuss the program and the application process in person. An application packet can also be picked up at City Hall, located at 1110 West Capitol Ave, West Sacramento. The application is contained in Exhibit C of these Guidelines. A complete application packet consists of:~~

- ~~1. Application~~
- ~~2. Verification of income from all sources for all household members aged 18 and older.~~
- ~~3. Tax returns and all attachments for the past three years~~
- ~~4. Credit report~~
- ~~5. Title Report~~
- ~~6. Fair Lending Notice~~
- ~~7. Program Information Notice~~
- ~~8. Financial Privacy of Information Notice~~
- ~~9. Appraisal~~

~~B. Process~~

~~The following is a list of procedures followed when applying for a Shared Equity loan:~~

- ~~1. Application~~ A preliminary application must be completed by all person(s) who will hold title to the property. This includes listing all household members, their income and asset

information, and household bills including rent and utility payments. A credit report and Preliminary Title Report will be run at this time. The credit report will be used to determine outstanding debt and ability to repay a loan. The title report is used to determine the status of any loans/mortgages/liens that may be levied against the property. At this point an appraisal will have been ordered in order to establish the fair market value of the home.

2. *Preliminary approval* An Agency representative will evaluate the application and all supporting documentation to determine if the applicant meets preliminary requirements for the current loan program. Preliminary eligibility will be based on income, credit and any other criteria established by the funding source.
3. *Residential Loan Advisory Committee* The application package including the completed application, credit and title reports, appraisals and analysis of outstanding loans and debt will be sent to the Residential Loan Advisory (RLA) Committee, and they will make the final determination of eligibility. The RLA is made up of members of the local business community and Agency housing staff. The applicant will be notified in writing of the RLA's decision.
4. *Waiting List* If there are multiple applicants for any given house, the approved applicant will be placed on a waiting list by the date that the applicant completed the entire application process. Being added to the waiting list does not guarantee that the Redevelopment Agency of City of West Sacramento will provide a Shared Equity home for the applicant.
5. *Homebuyer Education/Counseling* If approved for purchase of a shared equity home, the buyer is required to attend a certified homebuyer education/counseling class. These classes cover topics relevant to becoming a new homeowner and to the proper maintenance and care of a new home. There are a number of certified programs to choose from and an Agency representative will give the buyer a list of eligible homebuyer education providers.

C. Underwriting Considerations

When reviewing an application, the Agency will use the same type of criteria that most first mortgage lenders use, including: credit history, length of employment, ability to secure a non-

predatory first mortgage and debt-to-income ratio. Participants **must** meet the income limits for lower-income households as shown in Exhibit A. Participants must have a steady employment history of at least 2 years including a self-employed individual evidenced by the submittal of federal and state income tax returns.

Grounds for denial of a loan request include, but are not limited to, the following items:

1. The Agency may deny a loan request if the applicant has any unexplained or unresolved delinquencies for any payments or amounts owed in the twelve months prior to applying for assistance. The Agency will consider all delinquencies in the evaluation, including delinquent payments to public or private utility service provider.
2. The Agency may deny a loan request if the debt-to-income ratio will exceed 36/48. Occasionally this ratio may be extended to 48/56 but only with an exceptional explanation. The debt-to-income ratio is based on income versus outstanding debt, which includes regular monthly housing payments and outstanding credit card or loan payments, etc. The top ratio is comprised of housing costs (mortgage, insurance, taxes) divided by gross income and the bottom ratio is comprised of all expenses (housing and other scheduled payments) divided by gross income. Most lending programs use a maximum ratio of 28/36 for qualifying for a loan. The Agency's ratios have been extended to accommodate low-income applicants, but in no case should the ratios exceed 36/48.
3. The Agency may deny a loan request if the applicant has had any bankruptcies in the past seven years or has filed bankruptcy prior to funding of the loan and recordation of the deed of trust.
4. The Agency may deny a loan request if the applicant has a credit FICO score below 650. A FICO score is the score established by the credit reporting bureaus which takes into consideration the following information: the number of credit accounts and their credit limits and outstanding balances, the payment history, length of credit history, number and types of recent inquiries for credit and types of credit established.

- ~~5. The Agency may deny a loan request if the applicant has provided false or erroneous information, or failed to complete the application process.~~
- ~~6. The Agency may deny a loan if the applicant currently has or has had an ownership interest in residential real estate in the past three years.~~

~~III. FINANCING~~

~~A. Loan Limits~~

- ~~1. The Agency has established a loan limit that should not exceed 45% of the purchase price of the shared equity home or the amount of the current silent second already on the property, which ever is necessary to help the borrower qualify. The Agency may lend more money under extreme circumstances. The loan amount will be determined based upon the amount of the first mortgage that the borrower can qualify for.~~
- ~~2. The security for this silent second is a Deed of Trust contained in Exhibit D which is recorded against the property and a Promissory Note, Exhibit E, which is an agreement to repay the loan.~~

~~B. Terms of Financing~~

~~1. Loan Terms~~

~~Loan terms are zero interest, no payments required and no due date as long as the home remains the primary residence of the qualified low-income, first-time homebuyer.~~

~~A homebuyer will sign a Promissory Note at time of purchase. The Note becomes due and payable when the borrower sells the home, rents the home, adds someone to title other than an immediate family member (defined as a parent, spouse or child), or changes the use of the home from single family residential to any other use. The Note becomes due and payable upon refinance, if the refinance is not approved by the Agency's Housing Department prior to the execution of the refinance or the refinance pulls out any home equity at the time of refinance.~~

~~2. Shared Appreciation~~

~~At the time the note becomes due and payable, the homeowner will be required to pay the Agency the original amount of the Agency's loan plus a percentage of the net appreciation on the home. The percentage of the shared appreciation to be paid to the Agency is the Agency's loan amount divided by the original purchase price. A copy of the Shared Appreciation Agreement to be recorded against the property can be found in Exhibit F at the end of these Guidelines. A copy of the Shared Appreciation Promissory Note, Exhibit E, explains how a household already participating in the program can expect to divide the proceeds of sale of the participating home with the Agency.~~

~~3. *1st Mortgage*~~

~~The first mortgage taken out for purchase of a shared equity property must be made through a conventional mortgage institution and must not be predatory in nature. This means that the interest rate and loan fees charged cannot be excessive based on market rates at the time the loan is made. The interest rate must be amortized and fixed so the loan is fully amortized and will be completely paid off at the end of the specified mortgage period. There can be no balloon payments during the life of or at the end of the specified mortgage period.~~

~~4. *Loan Position*~~

~~The Agency's shared equity assistance will be in second position, behind the conventional first mortgage.~~

~~5. *Down Payment and closing costs*~~

~~The borrower will be required to make a down payment of not less than 2.5% of the purchase price of the home, and will need in addition approximately 2.5% for closing costs. Of these amounts at least 3% must be from the buyer's funds while the remainder can be gifted from a family member or some other funding source. The buyer cannot take out a loan to pay any of the down payment or closing costs.~~

~~C. **Loan Conditions**~~

~~1. *Ownership and Occupancy*~~

~~If the borrower does not continue to both occupy and own the purchased property, the loan will go into default and will~~

be immediately due and payable. Some typical events that would cause the loan to be in default are the following:

- a. ~~The owner-occupant dies and there is no surviving spouse.~~
- b. ~~The owner-occupant moves from the property.~~
- c. ~~The property becomes a rental property.~~
- d. ~~There is a sale or transfer of any portion of any interest in the property that is not an Agency approved exception.~~
- e. ~~The information used to obtain the loan on the application or other loan related documents was fraudulent.~~
- f. ~~The property is converted to a commercial or non-residential use.~~
- g. ~~The borrower stops making payments on their first mortgage or becomes seriously delinquent in the payments made.~~
- h. ~~The homeowner becomes seriously delinquent or stops paying real estate taxes or City utilities, such as water, sewer and garbage on the property.~~
- i. ~~The homeowner fails to maintain hazard insurance on the property.~~

2. ~~*Maintenance of Condition of Property*~~

~~The borrower must maintain the property in satisfactory condition throughout the life of the loan as described in the attached Deed of Trust. Owners who do not keep the property in satisfactory condition may be considered in default and the loan may be declared due and payable. The Agency will conduct annual inspections to ensure the regular upkeep of the property.~~

3. ~~*Affordability Period*~~

~~A house participating in this program has an affordability requirement for the life of the Redevelopment Agency Plan No. 1, which currently is due to expire in 2026. This means that when the house is resold prior to 2026, it must be to a person who is income qualified as set forth in Exhibit A.~~

~~IV~~ ~~I~~ RESALE PROCESS

A. Transfer of Title

In the event a SEHP owner wants to transfer title to a Shared Equity Property, he/she must notify the Agency City in writing prior to initiating any other action. ~~This notice may identify a prospective Purchaser, in which case it shall be accompanied by written evidence sufficient to establish, to the satisfaction of the Agency, that the prospective Purchaser is a person of lower income.~~ Any sale without such prior notice shall be null and void. ~~The details of how to transfer a property are described in the Regulatory Agreement found in Exhibit F.~~

The SEHP homeowner is encouraged to hire a licensed real estate agent ~~may, at any time~~ during the resale process, ~~hire a licensed real estate agent~~ to represent ~~their~~ the homeowner in the transaction, ~~or they may forgo using an agent and ask the Agency to help them identify a qualified buyer to purchase their home.~~ ~~If a licensed real estate agent is chosen, they~~ The homeowner and the real estate agent, if one, must contact the Agency City representative to learn all the requirements ~~and restrictions~~ that will accompany the resale of the home. The SEHP homeowner needs to be aware that the seller normally pays commissions to real estate agents that represent both the buyer and the seller.

~~B.~~ **Appraisal**

~~Within thirty (30) days following receipt of such notice, the Agency will have the Fair Market Value (FMV) of the Property determined by an appraisal by a HUD or State of California certified appraiser selected by the Agency. The cost of the appraisal will be the SEHP homeowner's expense. At this time, the fair market value of all capital improvements that have been made by the seller, itemized in writing with backup documentation and submitted to the Agency, will be determined. This amount will be included in the appraised value. The SEHP homeowner must be aware of the fact that the fair market value for capital improvements is never a dollar spent for dollar value. What this means is the homeowner may spend \$20,000 for a swimming pool but the FMV may only be \$5,000 for the pool.~~

~~C.~~ **Right of Refusal**

~~If the SEHP owner has not identified a qualified buyer and after the appraisal is complete the Agency has sixty (60) days to either identify a prospective lower income purchaser for the Property, or purchase the property itself. If the Agency does not decide to purchase the property, the SEHP owner may sell the property to anyone who is income qualified.~~

~~D.~~ Sales Price

~~The price for which the house can be sold may not exceed the FMV that has been established by the appraisal listed in Section IV.B above. However, the home will be sold at a price (which may differ from the FMV) set by the Agency at the time of sale so that the qualified buyer will be able to qualify for a loan. In some cases this price may be lower than the FMV of the home.~~

~~E.B.~~ Expense of Sale

All normal expenses of the sale will be the responsibility of the seller and buyer as is typically divided in a real estate transaction. This includes commissions and fees paid to realtors as well as loan and escrow companies for their services. ~~The Redevelopment Agency of the~~ City of West Sacramento does not pay any of these expenses.

~~F.C.~~ Proceeds of Sale

~~The Each homeowner's Promissory Note and/or Regulatory Agreement, Exhibit E, contains provisions setting forth the manner in which the proceeds of sale of the property shall be distributed. Upon payment in full of the Promissory Note, the City will reconvey concurrently with close of escrow the Deed of Trust securing the Promissory Note and release the Shared Appreciation Regulatory Agreement and any covenants recorded against the property in order to remove the home from the SEHP.~~

G. — Excluded Transfer

~~The above procedures do not apply to any of the following transfers except that an Excluded transfer shall not be permitted if, as a result, title to the Property or any interest therein would be held by a person who does not qualify as a person of lower income:~~

~~—
A transfer resulting from the death of the Owner;~~

~~A transfer to the Owner and his or her spouse as joint tenants;~~

~~A transfer resulting from a decree of dissolution of marriage or legal separation or from a property settlement agreement incident to such decree; and~~

~~A transfer to a revocable inter vivos trust in which Owner is the sole life beneficiary.~~

V. — INSURANCE

A. — Fire Insurance

~~Applicants for loans must agree to maintain hazard and fire insurance on the property for the term of the Agency's loan. The insurance must be an amount adequate to cover all encumbrances on the property. The insurer must identify the Agency as Loss Payee for the amount of the Agency's loan(s). The applicant must provide a copy of the insurance binder to the Agency.~~

~~In the event a borrower fails to make the fire insurance premium payments in a timely fashion, the Redevelopment Agency of the City of West Sacramento may make the payments to ensure continuous insurance coverage. Any insurance payment made by the Agency will then be added to the principal amount of the loan owed to the Agency. If the borrower does not bring the policy current within 60 days from the expiration date of the policy, the Agency may declare its loan due and payable.~~

B. — Flood Insurance

~~Currently, no portions of the residential areas of the City are in a floodplain that require flood insurance. If through annexation, the City adds residential areas that are designated by the U.S. Department of Housing and Urban Development (HUD) as flood prone, the property owner is required to maintain flood insurance in an amount adequate to cover all loans on the property. The flood insurance policy must designate the Agency as Loss Payee.~~

~~VI. LEAD-BASED PAINT (LBP)~~

~~A home built before 1978 is likely to have surfaces painted with lead-based paint and be potentially dangerous to the occupants. Therefore this program does not include any homes that were built prior to 1978.~~

VIII REFINANCE

The City's Subordination Requirements, Exhibit A, must be followed when an owner desires to refinance its senior mortgage. If the Subordination Requirements cannot be met or if the owner desires to do so, the Promissory Note can be paid off as part of the refinance. Repayment of the Promissory Note will be in accordance with Section 1.C. above.

III DEFAULT AND FORECLOSURE

If an owner borrower defaults on a loan the City Promissory Note or Shared Appreciation Regulatory Agreement, and foreclosure procedures are instituted, they shall be carried out according to the Foreclosure Policy adopted by the City as The Foreclosure Policy is provided in Exhibit G-B of these Guidelines.

VIIIIV PROGRAM COMPLAINT AND APPEAL PROCEDURE

Complaints by City residents or property owners regarding the Agency's Shared Equity program should be made in writing to the Director of the Housing and Community Investment Department the Economic Development and Housing Department. The Director or a designee will investigate the complaint, prepare an analysis and recommendation and will schedule a discussion of the complaint with the Residential Loan Advisory Committee City Manager. If the matter is not resolved to the satisfaction of the person filing the complaint, this person may submit a written appeal addressed to the Agency's Loan Advisory Committee City Manager. The Loan Advisory Committee will be convened within 15 days from the date the appeal is received unless the appellant requests a longer period of time. Within five working days from the date the appeal is

~~heard by the Loan Review Committee, the Agency will mail a written response of the Committee's decision to the appellant. If the appellant is still not satisfied with the decision, they may appeal in writing to the City Manager following the same time line and procedures as above.~~

~~IXV.~~ AMENDMENTS

Amendments to these Guidelines may be made by the ~~Agency~~ City whenever appropriate to improve program effectiveness and to resolve problems. As part of the amendment adoption process, the ~~Agency~~ City will review the policies of federal, state and private funding sources to ensure continuing compliance with published policies. Copies of amendments will be submitted to federal, state and private funding sources.

~~XVI.~~ EXCEPTIONS

Exceptions to these guidelines will require City Council approval.

~~VI.VII.~~ EXHIBITS

The following is a list of forms and documents that are used or apply to the ~~owner-occupant shared equity program~~ SEHP.

- ~~EXHIBIT A~~ Income Limits Subordination Requirements
- ~~EXHIBIT B~~ Items included in Income Foreclosure Policy
- ~~EXHIBIT C~~ Application
- ~~EXHIBIT D~~ Deed of Trust
- ~~EXHIBIT E~~ Promissory Note
- ~~EXHIBIT F~~ Shared Appreciation Regulatory Agreement
- ~~EXHIBIT G~~ Foreclosure Policy

MEETING DATE: June 27, 2018


ITEM # 4

SUBJECT:**CONSIDERATION OF SIGNAL EQUIPMENT PURCHASE TO IMPLEMENT THE HARBOR BOULEVARD
ADVANCED TRAFFIC MANAGEMENT SYSTEM PILOT PROJECT****INITIATED OR REQUESTED BY:**

Council Staff
 Other

REPORT COORDINATED OR PREPARED BY:

Vin Cay, Supervising Engineer
 Gary Predoehl, Engineering & Transportation Manager



 Deniz Anbiah, Director of Public Works

ATTACHMENT Yes No Information Direction Action

OBJECTIVE

The purpose of this report is to obtain approval to purchase traffic signal equipment to implement the Harbor Boulevard Advanced Traffic Management System (ATMS) Pilot Project.

RECOMMENDED ACTION

It is respectfully recommended that the City Council:

- 1) Find that the Harbor Boulevard Advanced Traffic Management System (ATMS) Pilot Project is categorically exempt under California Code of Regulations, Title 14, Division 6, Chapter 3, Section 15301 Class 1 (c) of the California Environmental Quality Act (CEQA) and direct staff to file a Notice of Exemption.
- 2) Amend the Capital Improvement Program (CIP) to include the Harbor Boulevard Advanced Traffic Management System (ATMS) Pilot Project;
- 3) Approve an appropriation of \$60,000 in Work Order 12017, Harbor Blvd Advancement Management System Pilot Project, from General Facility Fee Fund, Fund 208, for the completion of this project.

BACKGROUND

Harbor Boulevard between US 50 and Industrial Boulevard provides one of the primary routes for the flow of traffic from U.S. 50 to the Southport area of the City. Southbound traffic flows through three City traffic signals at Harbor & Beacon, Harbor & Del Monte and Harbor & Industrial. Currently the traffic routinely backs up in the evening commute. The traffic signals currently utilize old controllers and technology we are not able to synchronize to fully move the traffic through the intersections in an efficient and effective manner. Citizen complaints concerning the operation of the corridor and Harbor & Industrial intersection are routine.

Historically, the long-term solution for the Harbor & Industrial intersection has been a complete rebuilding of the intersection which would include relocation of Fire Station 43 from the southeast quadrant of the intersection. The project was estimated at over \$16 million. More recently, the long-term solution has been identified as the construction of a bridge or other type of crossing of the Deep-Water Ship Channel along the Enterprise Boulevard corridor. The construction of this bridge is well into the future and the cost is estimated to be in the \$200 million range.

ANALYSIS

Recently, in response to the ongoing operational deficiencies and citizen complaints concerning the Harbor corridor north of Industrial Boulevard, staff has identified a short-term solution. The identified solution includes the upgrading of the above three identified intersections along Harbor Blvd with "modern" controllers and associated software and equipment. The new equipment will allow the intersections to be synchronized in a manner that the intersections can be cleared of stopped traffic in a single cycle. The equipment will also improve emergency response for firetrucks departing from Station 43 and allow remote accessing of the timing.

Moving into the future, many of the traffic signals throughout the City will need to be upgraded with newer technology. The upgrading of these three signals at this time will give the City a timely opportunity to test and observe the upgraded technology on a limited basis at a very challenging location in the City. This pilot will

inform the City as it moves towards upgrading all its signals in the future. Staff have reviewed quotes and met with the manufacturers of two different, competing, modern traffic control systems that are currently on the market.

The traffic signal system upgrades that staff has selected for this pilot project are from Econolite Systems, a company that has been providing traffic signal control systems for over eighty years (see Econolite Systems Proposal – Attachment 1). Its signal systems are currently being utilized by Sacramento County and the cities of Roseville, Elk Grove, and Rancho Cordova. The equipment is in conformance with the regional Advanced Traffic Management System (ATMS) architecture being developed by SACOG and is also being evaluated for use by many other cities in the region. Staff believes it to be the best choice as the City begins its movement into an ATMS framework for its Traffic Signal System in the future. Engineering staff have also discussed the potential operational improvements with the City's Fire Department and confirmed with the City's IT Division that the new system is in conformance with its requirements.

Following evaluation of this pilot project, staff will seek grant funding in the future for traffic signal upgrades throughout the City to establish a Citywide Advanced Traffic Management System (ATMS).

Environmental Considerations

The project is determined to be categorically exempt under California Code of Regulations, Title 14, Division 6, Chapter 3, Section 15301 Class 1 (c) of the California Environmental Quality Act.

Commission Recommendation

N/A

Strategic Plan Integration

The proposed project provides Quality Infrastructure and Facilities in support of a Strong, Diverse Local Economy and is consistent with West Sacramento's Vision of a Vibrant City where one can Live, Work, Learn & Play.

Alternatives

1. Staff recommends that the City Council approve the Recommended Action.
2. Council may elect not to proceed with the Recommended Action at this time.

Coordination and Review

Preparation of this report was coordinated with the Fire Department and the Finance and Information Technology Divisions of the Administrative Services Department.

Budget/Cost Impact

The total \$60,000 cost of the project includes:

- Equipment including professional installation services: \$34,953
- Engineering including traffic counts and consultant signal timing services: \$20,000
- Approximate 9.2% contingencies: \$5,047

The total cost of the project will be funded from the unrestricted fund balance in the General Facility Fee Fund. There are no impacts on other approved capital improvement projects.

ATTACHMENT(S)

1. Econolite Systems Proposal

June 7, 2018

Mr. Gary Predoehl
City of West Sacramento
1110 West Capitol Avenue, 1st floor
West Sacramento, CA, 95691

Subject: City of West Sacramento Contracs ATMS Proposal

Dear Mr. Predoehl:

Econolite Systems, Inc. is pleased to submit this proposal to supply the Contracs® Advanced Traffic Management System (ATMS) for the City of West Sacramento's use in managing its signalized intersections. Contracs seamlessly integrates with a variety of controllers including the Model 170, NEMA TS-1 and TS-2, the Model 2070, and Advanced Transportation Controllers (ATC). It has been field proven in installations worldwide. Econolite's solution is detailed in our proposal and we look forward to demonstrating its capabilities and ease of use to the City.

As an integral member of the Econolite family, Econolite Systems was formed in 2009 to complement the Econolite brand. While Econolite has established a long-standing reputation for quality and innovation in traffic control products, Econolite Systems is focused on the delivery of projects and the unique needs and requirements they bring including systems engineering, ITS installation, integration, custom software development, and deployment of communications network s.

We look forward to your favorable consideration and working with you. Please feel free to contact Mr. Ernie Bolte or me directly at 714.575.5702 or by e-mail at nullman@econolite.com with any questions regarding our quote.

Sincerely,
Econolite Systems



Nick Ullman
Associate Vice President



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1. Proposed Solution

1.1 Overview

Econolite is pleased to provide the following proposal to the City of West Sacramento for our state-of-the-art Advanced Transportation Management System (ATMS), Centracs. As part of this proposal, Econolite has made assumptions regarding deliverables and system options based upon information provided by the City. Econolite looks forward to working with the City on this project by providing assistance and information regarding the best possible traffic management solutions. Below is a quick reference table for the major deliverables and assumptions regarding this proposal.

Table 1 - Project Overview Quick Reference

Number of Centracs Intersection Licenses:	3
Computer Hardware and Software:	City-Supplied virtual machine and access to Microsoft SQL database and Reporting Services server(s)
Base Map Graphic:	City-Supplied using ESRI GIS WMS access
Intersections Graphics:	3 intersections, provided by Econolite
Centracs On-Site Installation:	UQ to 3-days on-site
System Training:	UJ) to 2-days on-site
Traffic Controllers:	3 Cobalt Controllers
Switch Gear:	2 Actelis ML684D switches
Additional Modules:	None

1.2 Project Understanding

As we understand the project goals, the City is interested in upgrading a 3-inter section corridor to a Centracs ATMS to help monitor and mitigate traffic conditions where traffic regularly backs up onto the 50 highway. The Centracs system will communicate with the Cobalt controllers over Ethernet-based communications provided by a combination of the proposed Actelis switches and the existing network operated by the City. Based on this project understanding, Econolite has provided information on the products, technical solutions, and tasks we believe meet the City's needs. Should the City find project needs not addressed in this proposal, please contact us for our recommended solutions, pricing or a revised proposal.



2. Project Tasks

The following project tasks are based on Econolite's broad experience with ATMS projects; some tasks may vary based on the specific needs of the City.

2.1 Project Schedule

Typical project delivery is as follows:

Notice to Proceed	Week0
Procurement	Weeks 0- 6
Kickoff Meeting	Week 1
System Staging	Weeks 2 - 6
Graphics Development	Weeks 4 - 6
Centracs ATMS System Integration/ Training	Week 7
Project Closure	Week8

2.2 Procurement

For this project, the City will be responsible for providing a virtual machine running Windows 2012 or higher, access to a Microsoft SQL Server, Reporting Services Server, and workstations. Except for the Econolite provided switches, any other networking equipment, equipment rack, and associated peripherals will also be provided by the City.

Table 2 - City-Supplied Virtual Server Requirements (Quantity - 1)

Cores:	Minimum of 4 (assuming recent model base-CPU)
Memory:	12GB Memory
Drive Space:	100GB for Windows OS, Centracs Application Server, Centracs Communication Server and workin room for u dates
Operating System:	Windows Server 2012 Standard Edition (recommend latest current release)
NIC:	Gigabit Network Interface
Server Backup:	Recommend regular VM backup however critical data will be in SQL DB



Table 3 - City-Supplied Server Requirements (Quantity- 1)

Item	Description
Database Server:	SQL Server 2014 or higher
Reporting Server:	SQL Reporting Services 2014 or higher
Storage:	Centracs Core DB - likely will not exceed 5GB in project lifetime Centracs Logs DB - will grow over time dep ending on how much data logging is configured. Suggest an evaluation of usage at the project 90 day mark to recommend an archivin Q schedule.
GIS Server:	Cartographic vector street base map Web Map Service (WMS) Aerial imagery map WMS No Econolite-p rovided map data is included in this proposal
Email Server:	Email server SMTP access to send alerts from Centracs Server. Accepting responses to email alerts requires a POP server.
Misc:	Name server, Time server, AD Server, as necessary to int egrate into the City network.

Any additional workstations and laptops provided by the City for system access should meet current computer performance expectations. Should additional components be necessary or requested, Econolite will provide an updated procurement list and corresponding pricing.

2.3 Factory Testing & Configuration

Econolite will begin configuration of Centracs on a staging server at our Anaheim facility. We will install the software, convert signal timings to Cobalt, and develop the three intersection diagrams. To facilitate system configuration, we will request that the City provide the following information:

- A list of the intersections including intersection number (if applicable), main street, cross street, & geographic coordinates, if available
- A list of all street names in the City, if available
- Current phase diagrams & timing sheets for each intersection

2.4 Communications Network Coordination

Econolite will use the communications network design/layout, including an IP Address Scheme and VLAN Assignments, as provided by the City. Econolite will coordinate with the City for configuration of the provided switches and access from Centracs to the signals over the IP-based communications network.

2.5 On-Site System Installation & Integration

Econolite will be responsible for all on-site Centracs system integration, to include configuring the system using the Centracs application/database and communications servers, and up to three (3) City-provided workstations . During on-site integration, Econolite will be responsible for integrating the three Cobalt controllers into the Centracs ATMS. It is understood that the City will provide access to the intersection signal cabinets and provide any traffic control if needed. Econolite anticipates the controller and switch installations to be "plug and play", if cabinet modifications are required (example: additional power plugs are necessary) then the City will perform these modifications. Econolite and City personnel will verify correct installation and operation of the intersection prior to moving on to the next step of the installation.

Communications

Econolite is providing 2 Actelis Ethernet-over-copper switches to provide connectivity at a particular field component of the overall network. Econolite assumes that the City will otherwise provide an end-to-end operational IP-based communications network (e.g., Ethernet-over-Copper, fiber-optic,

City of West Sacramento

Centracs ATMS



wireless radio, etc. connections) from the intersection controllers to the location where the Centracs server will be housed.

In this manner, Econolite will use Actelis switches and the City's existing IP-based field communications network and the City will tailor the central communications to ensure a working communications network is in-place and ready for system integration and testing. Performance of the system will be verified by demonstrating communication with each intersection controller via the status display and by uploads and downloads of the controller database. The outcome of this work ensures that all signals are on-line and made operational within Centracs.

Performance of Centracs hinges on the ability of the network to deliver status/polling packets in a timely fashion. Please note that we cannot accept responsibility for the performance of third-party manufacturer's equipment that we did not provide. Additionally, Centracs utilizes NTCIP and IP for network communications. These protocols do not contain any built-in security. Therefore, it is the City's responsibility to secure its traffic control network both physically and logically from public access (Internet).

2.6 Documentation

Throughout the duration of the project, Econolite will provide the City with project documentation as it relates to Centracs. In an effort to conserve paper and the environment, Econolite offers on-line help and electronic documentation. Econolite can print the required documents for an additional cost, but would like the City's support in using electronic documentation as circumstances allow.

2.7 Training

Econolite will provide one day of training to the City after the system integration team demonstrates the system is functionally operational. The training will include instruction on system functionality, use, configuration, and administration. Training should be conducted at the TMC for optimal understanding of the system and should include no more than five (5) people.

2.8 Centracs Acceptance Testing

After training is completed, an Econolite system engineer will perform the 1-day Centracs Acceptance Test (CAT) in conjunction with City personnel. Performing the acceptance test after the City has undergone training allows personnel a better understanding of the software and system performance. The CAT consists of an operational demonstration to the City of all major software components using a standard system acceptance test developed by Econolite.

2.9 Project Acceptance

Upon successful completion of all project deliverables and the CAT, Econolite will provide a project letter of acceptance to the City. This letter recognizes project closure and reiterates the date from which each warranty hereunder will take effect.

2.10 On-Going System Support

Econolite prides itself on providing unparalleled support and service to the traffic community and has done so for over 80-years. We provide factory warranties to back all of our products and software maintenance agreements for ongoing service after factory warranties have expired for our systems. We have the capability of remotely connecting to any of our supported systems given a proper VPN connection, allowing our engineers to provide support, technical assistance and/or troubleshooting from anywhere in the world.

City of West Sacramento

Centraacs ATMS



Warranty

Econolite will provide a one (1) year warranty from the date of system acceptance for Econolite developed ATMS software. Our standard product warranty applies to all other Econolite products and the standard manufacturer's warranty is applied to third-party products purchased by Econolite.

During the warranty period, annual software upgrades are performed remotely via a VPN (or similar) connection provided by the City. While under warranty, support also includes Econolite's outstanding customer support. System support personnel are available via email, phone, Internet and a "1-8 00 " support line. Normal hours of operation are between 8am-5pm Mountain Time. Customer support is a priority to us and requests for support are typically responded to within 24 hours.

City of West Sacramento

Centracs ATMS



3. Pricing

Summary

Proposal pricing includes:

- Centracs ATMS (3 intersection license)
- On-site integration (up to 3-days on-site)
- On-site training and testing (up to 2-days on-site)
- 2 Actelis switches (see attached data sheet)
- 3 Cobalt Controllers

Detailed Pricing

Table 4-System Pricing

Item	Quantity	Unit Price	Extended Price
Centracs License			
<ul style="list-style-type: none">• Centracs ATMS Base application• 3 Signal License• Unlimited client access• 1 year warranty	L.S.	\$1,111.00	\$ 7,751.00
Cobalt Controller (COBRM21120110000)			
<ul style="list-style-type: none">• Cobalt Rackmount• Power Cord, 110V,• 8 Mb Datakey, no comm card,• Cobalt Touch SW	Each	\$3,766.00	\$11,297.00
Actelis Industrial Ethernet Switch and Extender			
<ul style="list-style-type: none">• 501RG022 ML684D• 506R00006 AC-DC Adapter• 504R60101 DSL Dual port cable	Each	\$1,416.00	\$2,953.00
On-site Integration, Training, and Testing	L.S.	\$12,952.00	\$12,952.00
Total Price			\$34,953.00

Terms and Conditions

Payment terms are as follows:

- Prices quoted are **inclusive** of tax & shipping
- For all Centracs ATMS items, payments shall follow the schedule below:
 - 50% of Total Price due upon completion delivery of Controllers and Centracs installation
 - 50% of Total Price due upon completion of acceptance testing

ML684D

All-In-One Industrial Ethernet Switch and Extender

The ML6840 Industrial Ethernet Switch and Extender from Actelis® is a small form factor Add-Drop unit enabling the delivery of symmetrical high-speed Ethernet services over existing copper and fiber infrastructure. Up to 60 Mbps of symmetrical Ethernet traffic over copper and 1 Gbps over fiber.

Designed for Industrial, utility and traffic applications, The ML684D takes in two fiber ports and/or four copper pairs and allows them to be split into two directions, east and west, thereby allowing multiple nodes to be connected over copper or fiber in a linear chain, RSTP/STP mesh or ERPSv2 ring configuration. Each node has full switching capabilities and can drop and add Ethernet traffic at each location while transferring the rest of the traffic through.

The ML684D offers extremely small form factor and DIN rail mounting for flexible deployment within utilities, traffic and industrial cabinets. With its superior performance, extensive functionality, high robustness and reliability, the ML684D Ethernet switch offers rapid service delivery and allows for complete utilization of the existing network infrastructure.

Interoperable with any standard Ethernet switch, router or hub ML684D devices seamlessly integrate into any Ethernet network. Equipped with six 10/100Base-T Ethernet interfaces and two 100/1000Base-FX Small Form Factor (SFP) port, the ML684D allows assignment of a service or a customer per port.

The ML684D is a hardened and robust Ethernet switch with redundant power inputs, designed for deployment in harsh environments. It complies with NEMA 4 extended temperature requirements and K.20/K.21/K.45 for extended protection against overvoltages and over-currents.

Powered by Actelis Networks' award-winning, patented EFM/us 'M technology, the rate, reach and reliability are increased significantly using advanced Dynamic Spectrum Management (DSM) techniques. This technology provides the best rate/reach performance, most resilient fiber-quality transmission while ensuring high reliability.

Actelis has comprehensive mechanisms that include high level authentication and advanced encryption capabilities. The segmented and

scrambled Ethernet packets are disseminated over multiple transmission conduits and include sophisticated filtering and access control using layer 2 processes. Actelis ML684D offers an all-embracing level of security initiating from the physical layer through switching and up to the management and access layers. This gives you a significantly strong and resilient solution and enables transmissions which have the highest level of immunity with notably lower vulnerability to hacking attempts.

The ML684D provides 802.1q VLAN-aware wire-speed bridging, double tagging (VLAN stacking) for end-user VLAN transparency, L2 (Ethernet priority), L3 (foS/Diff-Serv) classification with four traffic classes, ERPSv2, RSTP/STP, Link Aggregation, LLCf (Link Loss Carrier Forward), bandwidth monitoring, Multicast/Broadcast limiting, as well as IGMP bandwidth snooping for video distribution applications.

The ML684D provides proactive and dynamic tools for enhanced troubleshooting and monitoring capabilities. Advanced Carrier-class EFM OAM, including 802.3ah, CFM (802.1ag) and Y.1731 (ITU), are incorporated, offering both physical link as well as service level end-to-end advanced troubleshooting mechanisms.

The MetaASSIST™ View graphical craft application and the MetaASSIST EMS multi-platform Element Management System offer in- and out-of-band management of the ML684D. Management protocols include standard TL1 command line interface and SNMP using standard MIBs for seamless integration with third-party Network Management Systems (NMS).



Highlights

- Support for two High Speed Copper Links
- Small form factor, no fan, DIN racking
- Environmentally hardened
- Enhanced Security - Low vulnerability to hacking
- IEEE 802.3ah Ethernet in the First Mile (EFM) 2Base-TL Solution
- CE 1.0
- Rapid Service Deployment
- Superior Rate, Reach & Reliability
- Low Delay and Jitter for Voice and Video Transmission
- Carrier-Class OAM
- Worldwide Spectral Compliance
- FCC, UL, CE, NEMA 4

Applications

- Telemetry
- IP-based Traffic Controllers
- Smart Grid Sensors
- Dynamic Message Signs
- HD Video Cameras & Streaming
- Vehicle Detection
- Smart Parking
- Emergency Response
- Supports & Complements City Wi-Fi Access

Specifications

Interfaces

Ethernet (Network/User) - 8 port switch

- 10/100Base-T: 6 ports, Connector: RJ45, Auto-MDIX
- 100/1000Base-FX: 2 ports, Connector: SFP Based, MSA compliant

High Speed Link (HSL) - Bonded copper pairs

- Protocol: IEEE 802.3ah 2Base-TL
- Line code: ITU-T G.991.2 rev.2
- Number of copper pairs: 4, Connector: RJ45 x2
- Number of HSLs: 1 HSL - up to 4 pairs, 2 HSLs - easVwest, 2 pair each
- Bandwidth per HSL: 1 HSL - up to 60 Mbps; 2 HSLs up to 30Mbps
- End-to-end Delay: 2-4 ms (typical)
- Spectral Compliance: ITU-T G.991.2 annex A, B, F, G, ETSI TS 101 524 annex E, ANSI T1.417, T1.426, Per-country regulatory compliant spectral modes
- Sealing Current: 48 VDC/1.5mA nominal (sink)

Management (Out-of-Band)

- 10/100Base-T Connector: RJ45, Auto-MDIX
- Craft : EIA RS-232 (OGE) Connector: RJ45

Alarm Contacts

- Terminal Block, 2 Input, 1 Output

LAN Protocols

- Dynamic Bridging: IEEE 802.1, 8K MAC addresses
- Discovery Mechanisms: LLDP
- VLAN Tagging: IEEE802.10
- Double Tagging: 0 -in-Q
- RSTP, STP: IEEE802.1d
- ERPSv2: G.8032 ERPSv2
- Link Aggregation: IEEE 802.3ad
- Provider Bridge: IEEE802.1ad
- IGMP snooping: IGMP V1N 2
- OAM: IEEE 802.3ah clause 57 (EFM OAM), IEEE 802.1ag, ITU Y.1731, Ethernet loopback with MAC swap

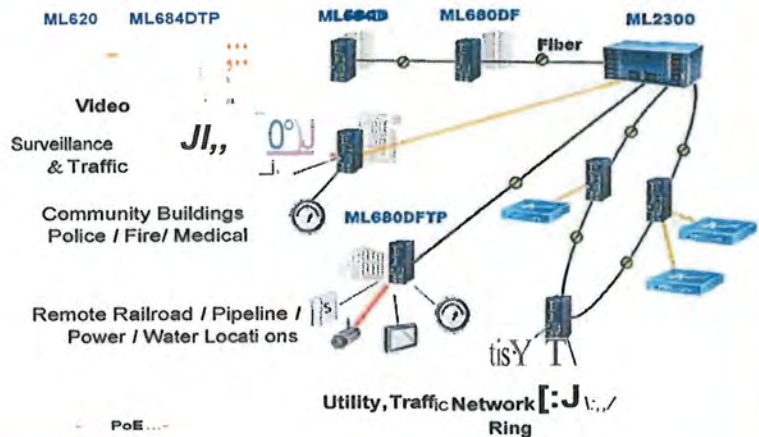
Advanced Service Provisioning and Traffic Management

Quality of Service

- Classes of Service: 4
- Scheduler: WFQ, SP
- Classification: L2 802.1p/Q priorities, L3 ToS/DiffServ

Management Applications

- EMS: MetaASSIST EMS
- Craft GUI: MetaASSISTView



Management Protocols

- SNMP: SNMP V3, V2C, V1
- IP addresses: IPv4 and IPv6
- Command Line Interface: TL1, CU
- Remote Access: Telnet
- Secure Access (option): SSH v2
- Time Synchronization: SNTP v3
- Web Access: HTTP
- File transfer: FTP, TFTP
- IEEE 802.3ah EFM OAM: Dying Gasp
- User Authentication: RADIUS and/or local passwords

Front Panel Indicators (LEDs)

- Status
- Alarm
- MLP per modem/pair
- ACT (Activity) per Ethernet port
- LNK (Link) per Ethernet/HSL port
- Power A / Power B

Physical

- Dimensions: Height: 5.95" / 151 mm, Depth: 5.1" / 130 mm, Width: 2.3" / 58 mm
- Weight: 1.76 lbs / 0.8kg
- Mounting: Din Rails, Wall Mount, Design for top hat rail EN 50022 - 35 x 7.5, or 35 x 15 - type O / type Omega (0)
- Power

Power

- DC (integrated): -24/-48 V0e (20 to 57V), 9 Watt, P/N 501RG0230 - Redundant dual inputs, P/N 501RG0220 - Single inPrt
- AC (externaQ): 90-264 VAC

Environmental

- Operating Temp. -40° to +74°C
- Storage Temp. -40° to +75°C
- Relative humidity: Up to 95%, non condensing

Regulatory Approvals/Certifications

Metro Ethernet Forum

- CE1.0 - MEF 9, 14

Safety

- UL 60950, CSA C22.2 60950
- EN 60950, IEC60950

EMI(Emission):

- FCC Part 15 Class A
- ICES-003 Class A
- ETSI EN 300 386 Class A
- ETSI ETS 300 132-2
- EN 55022 Class A
- EN50155 (48 VDC), IEC60571 (48 VDC)

EMS (Immunity):

- EN300 386 level 3 ESD, Surge, EFT level 2 or 3
- EN 61000 - Level 3: 4-2 (ESD), 4-3 (RS), 4-4 (EFT), 4-5 (Surge), 4-6 (CS)
- EN 61000-4-8
- ITU-T K.20, K.21, K.45

CE

- EMC and Safety

Environmental

- ETSI ETS 300019
- NEMA 4 Thermal

Corporate Headquarters
Actelis Networks, Inc.
47800 Westinghouse Drive
Fremont, CA 94539
t. +1 510-545-1045 or toll-free in U.S. 1-866-ACTELIS

Company and General Information: info@actelis.com
Asia Pacific Sales: apacsales@actelis.com
Central and Latin America Sales: calasales@actelis.com
Europe, Middle East and Africa Sales: emeasales@actelis.com
North America Sales: nasales@actelis.com

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MEETING DATE: June 27, 2018

ITEM # 5

SUBJECT:

CONSIDERATION OF APPROVAL OF A CONTRACT FOR PROFESSIONAL SERVICES WITH SYSTEMS AND SPACE INC. TO PROVIDE A NEW HIGH-DENSITY EVIDENCE SHELVING/STORAGE SYSTEM AT THE CITY OF WEST SACRAMENTO POLICE DEPARTMENT

INITIATED OR REQUESTED BY:
 Council Staff

 Other
REPORT COORDINATED OR PREPARED BY:

Jeramy Chapdelaine, Senior Project Manager


 Denix Anbiah, Director of Public Works
ATTACHMENT Yes No Information Direction Action**OBJECTIVE**

The objective of this report is to obtain Council approval of a professional service contract with Systems and Space Inc. to provide a new high-density property and evidence mobile shelving/storage system at the City of West Sacramento Police Department.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council:

1. Award the Contract for Professional Services to Systems and Space Inc. in the amount of \$126,731.00 from Police Department Impact Fee Fund; and,
2. Grant the City Manager or his designee authority to issue monthly progress payments to the contractor; and
3. Authorize the City Manager or his designee to make contract amendments up to 10% (\$12,674) of the value of the contract.

BACKGROUND

The safety and security of evidence and property, as well as employees, are critical to the integrity of the judicial process. There are several factors that are essential to the safety and security concerns: the type of crime the evidence/property is for, whether the evidence is deemed high risk (firearms, drugs, money), as well as the length of time evidence must be retained.

The West Sacramento Police Department is seeking to upgrade and improve the areas that encompass storage for general property and evidence as well as homicide/sexual assault evidence. The needs of both these areas require security that limits access to entry as well as expanded safeguards for the integrity of the homicide/sexual assault storage area. While the statute of limitation of homicide evidence retention has always been indefinite (Penal Code 187), with the aftermath of the Bill Cosby case AB1312 was amended to include language regarding the retention time of sexual assault evidence. The bill prohibits the destruction of evidence from unsolved sexual assault cases for a minimum of 20 years or until the victim's 40th birthday, if under 18 years of age at the time of the alleged offense. At this time, with the advancement of science and sensitivity of these cases, the Department has opted to retain this evidence indefinitely. To meet the required storage capacity a new high-density property and evidence mobile shelving/storage system at the City of West Sacramento Police Department is necessary.

ANALYSIS

The efficiency of this mobile shelving for general property/evidence will free up space on the first floor of the Police Department and allow for the homicide evidence area to be relocated next to it. The capacity of the new area will allow for roughly 110 U-Haul boxes stored on multiple carriages to be dedicated to homicide. These carriages all have outside locks for additional security.

The current homicide/sexual assault area, without the homicide evidence, will provide an opportunity to address the reorganization of current inventory of sexual assault cases as well as allow for future needs. The shelving retained from Property/Evidence reorganization will be reused to provide increased capacity and efficiency. This upgrade of evidence storage and security meets the compliance standards per the Police Department's CALEA accreditation and is in line with the California Department of Justice criteria.

Staff requested proposals from evidence/storage Contractors and received one proposal from Systems and Space Inc. all other companies were unresponsive. Systems and Space Inc. has been awarded with a national competitively bid contract governed by a national municipal contracting agency (NJPA). The City of West Sacramento is a current member of NJPA and by utilizing this purchasing alliance method of procurement the City will save a great deal of money time compared to the traditional bid process. Staff recommends taking advantage of this cost saving opportunity.

Environmental Considerations

This action is not a project that is subject to CEQA because it is not an activity that may cause either a direct or reasonably foreseeable indirect physical change in the environment. (Pub. Resources Code, § 21065; CEQA Guidelines §§ 15060(c), 15378(a).)

Commission Recommendation

N/A

Strategic Plan Integration

Updating the property and evidence storage system at the City of West Sacramento Police Department supports the Strategic Plan Mission to provide quality municipal services, quality City infrastructure and facilities. It also reinforces the objective of maintaining a safe community in which people feel and are safe.

Alternatives

The Council's primary alternatives are summarized below.

1. Approve the recommendations described in this report;
2. Reject the approved actions or direct staff to alter the project. Changes to the proposed scope of services may increase costs;
3. Defer or cancel the project. Delays may lead to increased cost.

Coordination and Review

This report has been reviewed by the Police Department, Public Works Department, and the Finance Department.

Budget/Cost Impact

The total cost of the project including contingency of \$139,405 is fully appropriated in Work Order 52001, Police Department Impact Fee Fund.

ATTACHMENT(S)

1. Contract for Professional Services
2. NOE

CONTRACT FOR SERVICES

THIS CONTRACT is made on June 27, 2018, by and between the CITY OF WEST SACRAMENTO ("City"), and Systems and Space Inc. ("Consultant").

WITNESSETH:

WHEREAS, the City desires Systems and Space Inc. provide a new high-density property and evidence mobile shelving/storage system;

WHEREAS, the Consultant has presented a proposal for such services to the City, dated May 23, 2018, (attached hereto as **Exhibit "A"**) and is duly licensed, qualified and experienced to perform those services;

NOW, THEREFORE, the parties hereto mutually agree as follows:

1. SCOPE OF SERVICES:

A. Consultant shall do all work, attend all meetings, produce all reports and carry out all activities necessary to completion of the services described in **Exhibit "A"**. This Contract and its exhibits shall be known as the "Contract Documents." Terms set forth in any Contract Document shall be deemed to be incorporated in all Contract Documents as if set forth in full therein. In the event of conflict between terms contained in these Contract Documents, the more specific term shall control. If any portion of the Contract Documents shall be in conflict with any other portion, provisions contained in the Contract shall govern over conflicting provisions contained in the exhibits to the Contract.

B. Consultant enters into this Contract as an independent contractor and not as an employee of the City. The Consultant shall have no power or authority by this Contract to bind the City in any respect. Nothing in this Contract shall be construed to be inconsistent with this relationship or status. All employees, agents, contractors or subcontractors hired or retained by the Consultant are employees, agents, contractors or subcontractors of the Consultant and not of the City. The City shall not be obligated in any way to pay any wage claims or other claims made against Consultant by any such employees, agents, contractors or subcontractors, or any other person resulting from performance of this Contract.

C. The Consultant agrees it has satisfied itself by its own investigation and research regarding the conditions affecting the work to be done and labor and materials needed, and that its decision to execute this Contract is based on such independent investigation and research.

2. TERM OF CONTRACT

A. The services of Consultant are to commence upon execution of this Contract by the City, and shall be undertaken and completed in accordance with the Schedule of Performance attached hereto and incorporated herein by this reference as **Exhibit "B."**

B. Consultant's failure to complete work in accordance with the Schedule of Performance may result in delayed compensation as described in Section 3.

C. The City Manager or his or her designee may, by written instrument signed by the Parties, extend the duration of this Contract for a period equal to the original term of this Contract in the manner provided in Section 5, provided that the extension does not require the payment of compensation in excess of the maximum compensation set forth in Section 3, Compensation.

3. COMPENSATION:

A. The Consultant shall be paid monthly for the actual fees for all time and materials required and expended, but in no event shall total compensation exceed One Hundred Twenty-Six Thousand, Seven Hundred Thirty-One Dollars (\$126,731.00), without City's prior written approval. Consultant's fees shall be as specified in the Schedule of Fees, which is attached hereto an incorporated herein as **Exhibit "A"**.

B. Said amount shall be paid upon submittal of a monthly billing showing completion of the tasks that month. Consultant shall furnish City with invoices for all expenses as well as for all materials authorized by this Contract. The invoices shall be submitted with the monthly billings. If Consultant's performance is not in conformity with the Schedule of Performance, payments may be delayed or denied, unless the Consultant's failure to perform in conformity with the Schedule of Performance is a documented result of the City's failure to conform with the Schedule of Performance, or if the Schedule of Performance is extended pursuant to Section 5.

C. If the work is halted at the request of the City, compensation shall be based upon the proportion that the work performed bears to the total work required by this Contract, subject to Section 4.

4. TERMINATION:

A. This Contract may be terminated by either party, provided that the other party is given not less than 30 calendar days' written notice (delivered by certified mail, return receipt requested) of intent to terminate.

B. The City may temporarily suspend this Contract, at no additional cost to City, provided that the Consultant is given written notice (delivered by certified mail, return receipt requested) of temporary suspension. If City gives such notice of temporary suspension, Consultant shall immediately suspend its activities under this Contract.

C. Notwithstanding any provisions of this Contract, Consultant shall not be relieved of liability to the City for damages sustained by the City by virtue of any breach of this Contract by Consultant, and the City may withhold any payments due to Consultant until such time as the exact amount of damages, if any, due the City from Consultant is determined.

D. In the event of termination, the Consultant shall be compensated as provided for in this Contract, except as provided in Section 4C. Upon termination, the City shall be entitled to all work, including but not limited to, appraisals, inventories, studies, analyses, drawings and data estimates performed to that date in accordance with Section 7 hereof.

5. AMENDMENTS, CHANGES OR MODIFICATIONS:

Amendments, changes or modifications in the terms of this Contract may be made at any time by mutual written agreement between the parties hereto and shall be signed by the persons authorized to bind the parties hereto.

6. EXTENSIONS OF TIME:

Consultant may, for good cause, request extensions of time to perform the services required hereunder. Such extensions shall be authorized in advance by the City in writing and shall be incorporated in written amendments to this Contract or the attached Work Program in the manner provided in Section 5.

7. PROPERTY OF CITY:

A. It is mutually agreed that all materials prepared by the Consultant under this Contract shall become the property of the City, and the Consultant shall have no property right therein whatsoever. Immediately upon termination, the City shall be entitled to, and the Consultant shall deliver to the City, all data, drawings, specifications, reports, estimates, summaries and other such materials as may have been prepared or accumulated to date by the Consultant in performing this Contract which is not Consultant's privileged information, as defined by law, or Consultant's personnel information, along with all other property belonging exclusively to the City which is in the Consultant's possession.

B. Additionally, it is agreed that the parties intend this to be a contract for services and each considers the products and results of the services to be rendered by Consultant hereunder (the "Work") to be a work made for hire. Consultant acknowledges and agrees that the Work (and all rights therein, including, without limitation, copyright) belongs to and shall be the sole and exclusive property of the City.

8. COMPLIANCE WITH ALL LAWS:

A. Consultant shall comply with all applicable laws, ordinances, and codes of federal, State and local governments, and shall commit no trespass on any public or private property in performing any of the work authorized by this Contract.

B. Consultant warrants to the City that it is licensed by all applicable governmental bodies to perform this Contract and will remain so licensed throughout the progress of the Work, and that it has, and will have, throughout the progress of the Work, the necessary experience, skill and financial resources to enable it to perform this Contract.

FOR WORK SUBJECT TO PREVAILING WAGES

C. The work contemplated under this Contract is a public work for the purposes of Labor Code section 1720, and is subject to the payment of prevailing wages. Accordingly, Consultant shall comply with the provisions of Exhibit "C".

9. WARRANTIES AND RESPONSIBILITIES - CONSULTANT:

A. Consultant agrees and represents that it is qualified to properly provide the services set forth in **Exhibit "A"** in a manner which is consistent with the generally accepted standards of Consultant's profession.

B. Consultant agrees and represents that the work performed under this Contract shall be in accordance with applicable federal, State and local law in accordance with Section 17A hereof.

C. Consultant shall designate a project manager who at all times shall represent the Consultant before the City on all matters relating to this Contract. The project manager shall continue in such capacity unless and until he or she is removed at the request of the City, is no longer employed by Consultant, or is replaced with the written approval of the City, which approval shall not be unreasonably withheld.

D. Consultant shall provide corrective services without charge to the City for services which fail to meet the above professional and legal standards and which are reported to Consultant in writing within sixty (60) days of discovery. Should Consultant fail or refuse to perform promptly its obligations, the City may render or undertake performance thereof and the Consultant shall be liable for any expenses thereby incurred.

10. SUBCONTRACTING:

None of the services covered by this Contract shall be subcontracted without the prior written consent of the City, which will not be unreasonably withheld. Consultant shall be as fully responsible to the City for the negligent acts and omissions of its contractors and subcontractors, and of persons either directly or indirectly employed by them, as it is for the negligent acts and omissions of persons directly employed by Consultant.

11. ASSIGNABILITY:

Consultant shall not assign or transfer any interest in this Contract whether by assignment or novation, without the prior written consent of the City which will not be unreasonably withheld. However, claims for money due or to become due Consultant from the City under this Contract may be assigned to a financial institution, or to a trustee in bankruptcy, without such approval. Notice of any assignment or transfer whether voluntary or involuntary shall be furnished promptly to the City.

12. INTEREST IN CONTRACT:

Consultant covenants that neither it, nor any of its employees, agents, contractors, subcontractors has any interest, nor shall they acquire any interest, direct or indirect, in the subject of the Contract, nor any other interest which would conflict in any manner or degree with the performance of its services hereunder. Consultant shall make all disclosures required by the City's conflict of interest code in accordance with the category designated by the City, unless the City Manager determines in writing that Consultant's duties are more limited in scope than is warranted by the category designated by the City code and that a narrower disclosure category should apply. Consultant also agrees to make disclosure in compliance with the City conflict of interest code if, at any time after the execution of this Contract, City determines and notifies Consultant in writing that Consultant's duties under this Contract warrant greater disclosure by Consultant than was originally contemplated. Consultant shall make disclosures in the time, place and manner set forth in the conflict of interest code and as directed by the City.

13. MATERIALS CONFIDENTIAL:

All of the materials prepared or assembled by Consultant pursuant to performance of this Contract are confidential and Consultant agrees that they shall not be made available to any individual or organization without the prior written approval of the City, except by court order.

14. LIABILITY OF CONSULTANT-NEGLIGENCE:

Consultant shall be responsible for performing the work under this Contract in a manner which is consistent with the generally-accepted standards of the Consultant's profession and shall be liable for its own negligence and the negligent acts of its employees, agents, contractors and subcontractors. The City shall have no right of control over the manner in which the work is to be done but only as to its outcome, and shall not be charged with the responsibility of preventing risk to Consultant or its employees, agents, contractors or subcontractors.

15. INDEMNITY AND LITIGATION COSTS:

Consultant shall indemnify, defend, and hold harmless the City, its officers, officials, agents, and employees against all claims, damages, demands, liability, costs, losses and expenses, including without limitation court costs and reasonable attorneys' fees, arising from Consultant's negligent acts or negligent failure to act, errors, omissions or willful misconduct incident to the performance of this Contract except such loss or damage caused by the active negligence, sole negligence, or willful misconduct of the City. The provisions of this paragraph shall survive termination or suspension of this Contract.

16. CONSULTANT TO PROVIDE INSURANCE:

A. Consultant shall not commence any work before obtaining, and shall maintain in force at all times during the duration and performance of this Contract, the policies of insurance specified in this Section. Such insurance must have the approval of the City as to limit, form, and amount, and shall be placed with insurers with a current A.M. Best's rating of no less than A VII (an NR rating is acceptable for Worker's Compensation insurance written with the State Compensation Insurance Fund of California).

B. Prior to execution of this Contract and prior to commencement of any work, the Consultant shall furnish the City with certificates of insurance and copies of endorsements providing evidence of coverage for all policies required by the Contract. The Consultant and its contractors and subcontractors shall, at their expense, maintain in effect at all times during the performance of work under the Contract not less than the following coverage and limits of insurance, which shall be maintained with insurers and under forms of policy satisfactory to the City. The maintenance by Consultant and its contractors and subcontractors of the following coverage and limits of insurance is a material element of this Contract. The failure of Consultant or of any of its contractors or subcontractors to maintain or renew coverage or to provide evidence of renewal may be treated by the City as a material breach of this Contract. Approval of the insurance by the City shall not relieve or decrease any liability of Consultant.

1. Worker's Compensation and Employer's Liability Insurance

a. Worker's Compensation - Insurance to protect the Consultant, its contractors and subcontractors from all claims under Worker's Compensation and Employer's Liability Acts, including Longshoremen's and Harbor Worker's Act ("Acts"), if applicable. Such coverage shall be maintained, in type and amount, in

strict compliance with all applicable state and Federal statutes and regulations. The Consultant shall execute a certificate in compliance with Labor Code Section 1861, on the form provided in the Contract Documents.

b. Consultant shall provide a Waiver of Subrogation endorsement in favor of the City, its officers, officials, employees, agents and volunteers for losses arising from work performed by the Consultant.

2. Commercial General Liability Insurance

a. The insurance shall be provided on form CG0001, or it's equivalent, and shall include coverage for claims for bodily injury or property damage arising out of premises/operations, products/completed operations, contractual liability, and subconsultant's work and personal and advertising injury resulting from actions, failures to act, or operations of the insured, or by its employees or agents, or by anyone directly or indirectly employed by the insured. The amount of insurance coverage shall not be less than **\$1,000,000.00** per occurrence and **\$2,000,000** general and products/completed operations aggregates.

b. The commercial general liability insurance shall also include the following:

i. Endorsement equivalent to CG 2010 1185 naming the City, its officers, officials, employees, agents, and volunteers as additional insureds. The endorsement shall contain no special limitations on the scope of protection afforded to the City, its officers, officials, employees or volunteers.

ii. Endorsement stating insurance provided to the City shall be primary as respects the City, its officers, officials, employees and any insurance or self insurance maintained by the City, its officers, officials, employees or volunteers shall be in excess of the Consultant's insurance and shall not contribute with it, to the payment or satisfaction of any defense expenses, loss, or judgment.

iii. Provision or endorsement stating that the Consultant's insurance shall apply separately to each insured against whom claim is made or suit is brought, except with respect to the limits of the insurer's liability.

3. Commercial Automobile Insurance

a. The insurance shall include, but shall not be limited to, coverage for claims for bodily injury or property damage for owned, non-owned, and hired automobiles resulting from actions, failures to act, or operations of the insured, or by its employees or agents, or by anyone directly or indirectly employed by the insured. The amount of insurance coverage shall not be less than **\$1,000,000.00** per accident.

b. The commercial automobile insurance shall include the same endorsements required for the commercial general liability policy (see Section 16.B.2.b).

4. Professional Liability. The Consultant and its contractors and subcontractors shall secure and maintain in full force, during the term of this Contract and for five years thereafter, professional liability insurance policies appropriate to the respective professions and the work to be performed as specified in this Contract. The limits of such professional liability insurance coverage shall not be less than **\$1,000,000** per claim.

C. In addition to any other remedy the City may have, if Consultant fails to maintain the insurance coverage as required in this Section, the City may obtain such insurance coverage as is not being maintained, in form and amount substantially the same as is required herein, and the City may deduct the cost of such insurance from any amounts due or which may become due Consultant under this Contract.

D. No policy required by this Contract shall be suspended, cancelled, terminated by either party, or reduced in coverage or in limits unless Consultant has provided thirty (30) days prior written notice by certified mail, return receipt requested, to the City.

E. Any deductibles or self-insured retentions in excess of \$10,000 must be declared to, and approved by, the City.

F. The requirement as to types, limits, and the City's approval of insurance coverage to be maintained by Consultant are not intended to, and shall not in any manner, limit or qualify the liabilities and obligations assumed by Consultant under the Contract.

17. MISCELLANEOUS PROVISIONS:

A. Consultant shall keep itself fully informed of, shall observe and comply with, and shall cause any and all persons, firms or corporations employed by it or under its control to observe and comply with, applicable federal, state, county and municipal laws, ordinances, regulations, orders and decrees which in any manner affect those engaged or employed on the work described by this Contract or the materials used or which in any way affect the conduct of the work.

B. Consultant shall not engage in unlawful employment discrimination. Such unlawful employment discrimination includes, but is not limited to, employment discrimination based upon a person's race, religious creed, color, national origin, ancestry, physical handicap, medical condition, marital status, gender, citizenship, or sexual orientation.

C. Consultant shall maintain and make available for inspection by the City and its auditors accurate records of all of its costs, disbursements and receipts with respect to any work under this Contract. Such inspections may be made during regular office hours at any time until six (6) months after the final payments under this Contract are made to the Consultant.

D. This Contract constitutes the entire agreement between the parties relative to the services specified herein and no modification hereof shall be effective unless and until such modification is evidenced by a writing signed by both parties to this Contract. There are no

understandings, agreements, conditions, representations, warranties or promises, with respect to this Contract, except those contained in or referred to in the writing.

E. All notices that are required to be given by one party to the other under this Contract shall be in writing and shall be deemed to have been given if delivered personally or enclosed in a properly addressed envelope and deposited in a United States Post Office for delivery by registered or certified mail addressed to the parties at the following addresses:

City: City of West Sacramento
c/o Jeramy Chapdelaine
1110 West Capitol Ave
West Sacramento, CA 95691

Consultant: Systems and Space Inc.
c/o Matt Meyer
Systems & Space, Inc.
500 Boulder Court, Suite B
Pleasanton, CA 94566

F. This Contract shall be interpreted and governed by the laws of the State of California.

G. Any action arising out of this Contract shall be brought and maintained in Yolo County California, regardless of where else venue may lie.

H. In any action brought by either party to enforce the terms of this Contract, each party shall be bear responsibility for its attorney's fees and all costs regardless of whether one party is determined to be the prevailing party.

[Signatures on following page]

CITY OF WEST SACRAMENTO

By: _____
Christopher L. Cabaldon, Mayor

City of West Sacramento
ATTEST:

By: _____
Kryss Rankin, City Clerk

APPROVED AS TO FORM:

By: _____
Jeffrey Mitchell, City Attorney

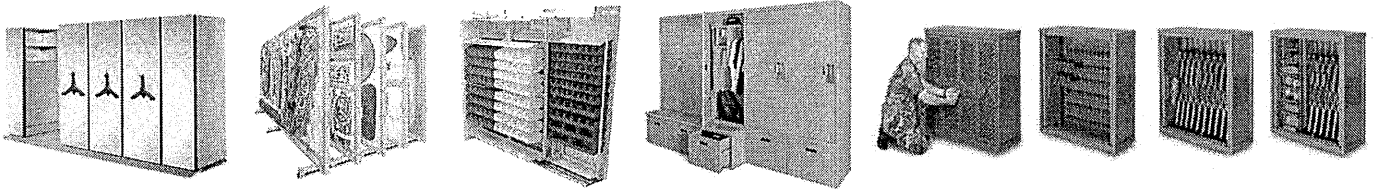
CONSULTANT

By: _____
Systems and Space Inc.

EXHIBIT A

Systems and Space Inc.

Proposal to Improve Space Management and Storage Capacity



We have set the standard in customer care - Because we understand the composition and characteristics that are intrinsic to space management and capacity planning.

West Sacramento Police Department West Sacramento PD - Homicide Room & Evidence Storage

May 23, 2018

Submitted To: Nathan Steele
West Sacramento Police Department
550 Jefferson Blvd
West Sacramento, CA 95605

Submitted By: Matt Meyer
Systems Planner
Systems & Space, Inc.
500 Boulder Court, Suite B
Pleasanton, CA 94566
(925) 426-1955

Partners in Progressive Storage Solutions

This proposal will demonstrate to you that selecting SSI as your storage solution partner will create smarter storage initiatives and help uncover the space needed to grow.

Who is Systems & Space?

SYSTEMS & SPACE, INC. (SSI) is a premier provider of space, storage and filing solutions for today's business environment. Since 1988 we've been developing complete storage and space management strategies and solutions – for all types of businesses. We are experts at individual systems analysis, systems hardware, engineering and implementation. Our mission is to deliver your project on time, within budget – and trouble free.

Executive Summary

SYSTEMS & SPACE, INC., is pleased to present this proposal to the space management team at your company. The attached detailed architectural drawings outline your specific requirements and our solution. This proposal is available for acceptance 30 days from the cover date.

Why Systems & Space, Inc.?

In order to complete this project on time, with high quality results, it is essential to select a company that can work within your timelines, budget and meet your planning requirements, now and for the long term.

SSI possesses the capability to ensure the success of this project because:

- SSI understands the scope of your specific planning requirements
- SSI engineering, project management experience and system planning are unparalleled in the industry
- SSI has a longstanding partnership with Spacesaver Corporation
- SSI offers extended warranty programs to preserve your investment for years to come.

The SSI management team is committed at every level to the success of your project.

Why Spacesaver?

SPACESAVER is the industry leader in high-density mobile file systems. Spacesaver has been in business since 1972 and has more installations than all of its competitors. For material protection, storage efficiency, durability, reliability, security, safety, and accessibility, Spacesaver is the state of the art solution for all your storage requirements.

Design

This proposal includes an architectural drawing to allow for visual acceptance. The drawing outlines room dimensions, system dimensions, stored media - existing plus increased capacities and storage weight.

Floor Loading

Floor load data that applies to the project is subject to interpretation by a certified structural engineer. SSI is providing reference data for determining load and distribution conditions. Floor load and considerations are to be reviewed and evaluated by a qualified engineer. It is the responsibility of client to have this system approved for the floor loading if needed.

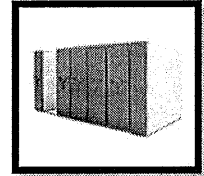
SYSTEMS & SPACE, INC. can assist with the floor load assessment process. We will work directly with your structural engineer or we can provide a certified structural engineer and consulting. A complete analysis, including any required building modifications, designs and supporting structural calculations, will be prepared for a fixed fee. The fee will be determined by the complexity of the project and pricing will be submitted at your request.

Delivery, Installation, Training and Warranty

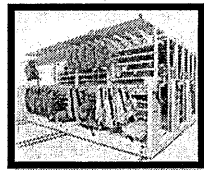
Components and materials will be shipped approximately 6-8 weeks upon receipt of purchase order and completed checklist. A field service supervisor and job crew leader will be assigned prior to the system installation. They will remain with the project until completion to control all scheduling, freight, elevator access and all phases of the installation to assure complete satisfaction with minimal disruption to your staff. Spacesaver warrants that all equipment shall be free from defects in materials and workmanship for five (5) years from the date of the customer's written acceptance of installation – to assure complete satisfaction. This proposal is based on installation utilizing a Monday-Friday workweek and non-union hours of 8:00 AM – to 5:00 PM. Should you require different hours, other options are available. SSI will provide unlimited training to all users to assure optimal use of your system.

Extended Warranty Programs

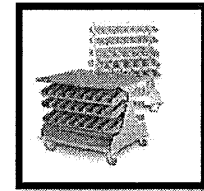
Extended warranty programs are available to protect and preserve your investment. These programs include 1st priority service response and covered check-up appointments throughout the years. For more information, simply ask your Systems Planner.



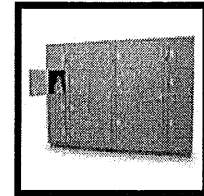
Business



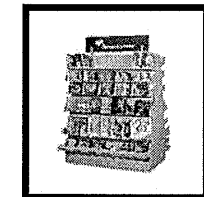
Government



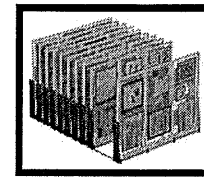
Healthcare



Justice



Library



Museum

Systems & Space Inc. Guarantees the Success of Your Project!

Drawing No.	Description	Investment
14950	West Sacramento PD – Homicide/Property & Evidence Mobile Shelving System	\$123,756.00
Property & Evidence:	5 Carriages; 5 Sections per Carriage; 9 Shelves per section; Full length Rails and Decking	
	<ul style="list-style-type: none"> • Carriage Dimension: 14' 7.5"L x 32"D x 117"H <ul style="list-style-type: none"> ○ Each Carriage Holds (216) Banker Boxes: 12.5"W x 10.5"H x 15.5"D ○ Total Property & Evidence Banker Box Capacity: 1080 <ul style="list-style-type: none"> ▪ Includes all Rails and Decking 	
Homicide:	<ul style="list-style-type: none"> ○ 6 Carriages; 2 Sections per Carriage; 3 Shelves per section; Waist High Lock 	
	<ul style="list-style-type: none"> • Carriage Dimension: 14' 7.5"L x 26"D x 117"H <ul style="list-style-type: none"> ○ Each Carriage Holds (18) U-Haul Boxes: 25" x 25" x 25" ○ Total Homicide U-Haul Box Capacity: 108 	
	SEE DRAWINGS FOR LAYOUTS, DIMENSIONS AND CAPACITIES	
	CITY OF WEST SACRAMENTO NJPA MEMBER #: 40307 (please list on PO)	
	Optional Structural Calculations	\$2,975.00

The Investment includes all materials, tax, freight and installation for the Spacesaver system.

NJPA Contract Purchases

The NJPA has awarded KI/Spacesaver with a national competitively bid contract governed by a national municipal contracting agency.

When purchasing under the NJPA contract, please use the following guidelines in preparing your purchase orders:
The purchase order will be made payable to: **Systems & Space, Inc.**

Please include the following information on your purchase order: **NJPA/KI Contract Number: 031715-KII**

Remit purchase order to:
Systems & Space, Inc.
500 Boulder Court, Suite B
Pleasanton, CA 94566

CALIFORNIA STATE CONTRACTOR'S LICENSE NUMBER 599899
DIR CONTRACTOR'S REGISTRATION NUMBER 1000007450

Payment Terms *30% Deposit with order *Balance due upon completion

X

Client Approval _____ Print Name _____ Date _____
Systems Planner: Matt Meyer _____ Project #14950

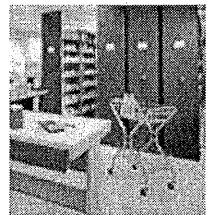
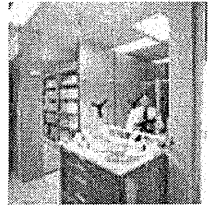
Critical Path to Installation: 6-Week Standard Lead Time

Order placed – (see attached checklist)

- Week 1 – Systems Ordered by SSI
- Week 5 – Product Ships from Manufacturer
- Week 6 – SSI receives product and begins installation based on date set with West Sacramento Police Department

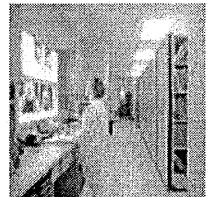
Installation Information:

1. Company Name _____
2. Contact name at installation area _____
3. Street Address _____
4. Suite, Bldg., or Floor _____
5. City, State, Zip Code _____
6. Contact Phone # _____ Pager/Cell # _____
7. Fax # _____ E-Mail Address _____



Billing Information:

8. Company Name: _____
9. Accounting Department Contact Name _____
10. Billing Address _____
11. Suite, Bldg., or Floor _____
12. City, State, Zip Code _____
13. Contact Phone # _____ Pager/Cell # _____
14. Fax # _____ E-Mail Address _____



Acknowledgement Information:

15. Company Name _____
16. Contact name to send order Acknowledgement to _____
17. Street Address _____
18. Suite, Bldg., or Floor _____
20. City, State, Zip Code _____
21. Contact Phone # _____ Pager/Cell _____

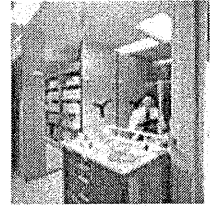


Systems Planner: Matt Meyer

Project #14950

Checklist for Ordering & Developing Spacesaver System

- Review and sign off on drawings
- Choose shelving colors from Spacesaver Color Selector: _____
- Choose end panels from WilsonArt Laminate book: _____
- Attach purchase order and deposit to proposal
- Sign and date acceptance areas on proposal
- Client's Move Date: _____
- General Contractor's Name: _____
Phone # _____ Fax # _____
Mobile # _____ Email _____
- Finished Floor Covering Type: Carpet or Tile (Circle one)
- Finished Floor Covering Installation Date: _____
- If project is Existing Construction, is client considering replacing Finished Floor Covering?
Yes / No Tile or Carpet (Circle one)
- Is there a Construction/Move schedule available? Yes or No
- Project Completion Date: _____
- Non union hours of Installation are Monday through Friday 8:00 AM to 5:00 PM.
After 5 PM and anytime on Saturday and Sunday is overtime.
- Security: Do SSI personnel need access badges, escorts, etc?
- Parking: Are permits required? Yes or No



X

Client Approval

Print Name

Date

Systems Planner: Matt Meyer

Project #14950

NOTICE: This proposal contains information that is proprietary to Systems & Space, Inc. and is intended for the use of City of West Sacramento only. No part of this proposal or the enclosed CAD drawings may be used, reproduced or disclosed to any other party without prior consent of Systems & Space, Inc.

TERMS & CONDITIONS FOR PRODUCTS, SYSTEMS & INSTALLATIONS

1. **GENERAL:** These terms & conditions shall apply to sales from SYSTEMS & SPACE, INC. to BUYER and to any quotation by SYSTEMS & SPACE, INC. for sales. These terms & conditions shall not be superseded by any terms & conditions in BUYER'S order. If a Contract Agreement will be issued in lieu of, or in addition to execution of this proposal, Buyer agrees to include this proposal as an Exhibit to the Contract Agreement.
2. **PRICING:** This proposal is valid for 60 days from the date of the proposal.
3. **PAYMENT TERMS:** The Buyer shall issue a 30% deposit to SYSTEMS & SPACE INC. with order with balance due upon completion. If the BUYER issues a purchase order for goods and/or services, the BUYER shall state the deposit amount on BUYER'S purchase order. A monthly finance charge of 1 1/2% per month shall accrue to the BUYER on all outstanding invoices beyond 30 days.
4. **ENGINEERING DATA:** The proposal, drawings and/or specifications of any quotation are confidential engineering data, and represent SYSTEMS & SPACE, INC.'S investment in engineering skill and development, and remain the property of SYSTEMS & SPACE, INC. Such are submitted with the understanding that the information will not be disclosed or used in any manner detrimental to SYSTEMS & SPACE, INC. All specifications and dimensions of proposal, drawings are approximate, and are subject to changes during detailed engineering.
5. **DELIVERY:** Shipping or delivery dates are approximate. SYSTEMS & SPACE, INC. shall not be liable for delays in or failure of delivery due to changes requested by BUYER, or causes beyond its control. At the request of BUYER, BUYER shall make payment as though shipment has been made as specified and for any expenses incurred by SYSTEMS & SPACE, INC. due to BUYER'S request in delaying shipment.
6. **STORAGE:** If product is stored for more than 30 days at SYSTEMS & SPACE, Inc. due to delays in delivery caused by BUYER, SYSTEMS & SPACE INC. will charge BUYER at the rate of 1% of BUYER'S invoice per month pro-rated daily.
7. **SPECIALS:** Special items not considered as standard inventory by SYSTEMS & SPACE, INC. and/or manufactured by SYSTEMS & SPACE, INC. to BUYER'S specifications or job requirements, will become the sole property of the BUYER and will not be accepted for return.
8. **INSURANCE:** SYSTEMS & SPACE, INC. carries Workers' Compensation insurance with statutory limits as required by law. In addition, SYSTEMS & SPACE, INC. carries General Liability Insurance with \$1M occurrence/\$2M general aggregate/\$2M completed operations, and Auto Liability with \$1M combined single limit. Upon request, entities shall be named as Additional Insured under endorsement CG D2 48 080 05.
9. **CANCELLATION:** On all cancelled orders, BUYER shall compensate SYSTEMS & SPACE, INC. for its performance, commitments and damage as follows: BUYER shall pay SYSTEMS & SPACE, INC. a cancellation fee not to exceed the original purchase price.
10. **CONSTRUCTION AREA:** BUYER shall provide SYSTEMS & SPACE, INC. with a free and clear construction site. All materials and/or construction shall be removed from the area. BUYER will furnish SYSTEMS & SPACE, INC. with adequate electrical power to efficiently operate the power tools required for the installation.
11. **UNLOADING, SPOTTING AND STORAGE:** BUYER shall provide SYSTEMS & SPACE, INC. with adequate unloading facilities, and sufficient access to those facilities to insure SYSTEMS & SPACE, INC.'S efficient unloading procedure. Adequate aisles shall be provided by the BUYER to provide efficient handling of the materials from the unloading of storage area to the construction site.
12. **COMMENCEMENT OF INSTALLATION AT JOB SITE:** SYSTEMS & SPACE, INC. will not be obligated to commence work at job site until receipt of written notice from BUYER that BUYER'S building is ready for use and necessary utilities and equipment are supplied there as well.
13. **CHANGES IN WORK:** Should the BUYER order changes in the work, such orders and adjustments shall be made in writing to SYSTEMS & SPACE, INC. The contract price shall be adjusted according to the changes in the work specified.
14. **COMPLETION:** Installation shall be deemed completed upon use of any equipment by BUYER.
15. **FLOORS:** BUYER is responsible for the load bearing capacity of the floor upon which the proposed installation shall be constructed.
16. **SURVEYS, PERMITS AND REGULATIONS:** BUYER shall procure and pay for all permits, inspections, and/or structural calculations required by any governmental authority for any part of the work performed by SYSTEMS & SPACE, INC., except if otherwise stated.
17. **TESTING:** All material and equipment for testing the installation shall be provided at BUYER'S expense. At the time that SYSTEMS & SPACE, INC. states to the BUYER that the work is complete, the BUYER will inspect the work and if the work is in conformity with the terms and provisions of the proposal, the BUYER shall accept the same and deliver to SYSTEMS & SPACE, INC. a signed statement of acceptance. If the BUYER fails to so notify SYSTEMS & SPACE, INC. or if the BUYER fails to make such inspection, the work shall be conclusively deemed accepted by the BUYER.
18. **LABOR RELATIONS:** SYSTEMS & SPACE, INC. is a non-union contractor. Unless specifically outlined in the project specifications and/or bid documentation, our bid will not be based upon compliance with the terms and conditions of any labor agreements. Any requirement to comply with labor agreements identified after submission of this bid will require an increase in our contract amount to reflect this change. Our proposal is based upon an eight (8) hour workday during normal business hours (unless otherwise specified). No provisions have been made for overtime or shift premium pay.
19. **LEGAL ACTION:** In the event that any legal action is initiated regarding the breach of any terms or conditions of this agreement, the prevailing party shall be entitled to receive in addition to any damages suffered, their court costs and attorney's fees incurred.

X

Client Approval

Systems Planner: Matt Meyer

Print Name

Date

Project#14950

References

Companies who have entrusted SYSTEMS & SPACE, INC.

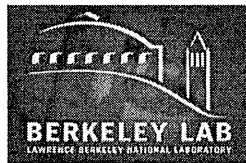
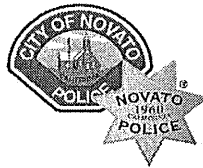
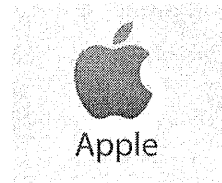
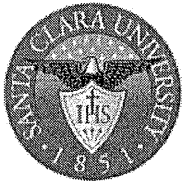
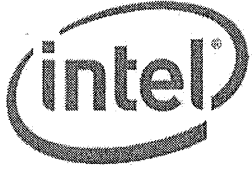


EXHIBIT B

Schedule of Performance

Task 1: Special Order Processing Time	4-6 weeks from receiving a fully executed agreement.
Task 2: Delivery/Installation	Within 2-4 weeks of completing Task 1.
Task 3: Project Closeout	Within 4-6 weeks of completing Task 2.

EXHIBIT C

CERTIFICATE OF COMPLIANCE WITH LABOR CODE § 3700
[Labor Code § 1861]

I am aware of the provisions of Section 3700 of the Labor Code which require every employer to be insured against liability for workers' compensation or to undertake self-insurance in accordance with the provisions of that code, and I will comply with such provisions before commencing the performance of the work of this contract.

CONSULTANTS

By: _____
Systems and Space Inc.

EXHIBIT D

LABOR COMPLIANCE

1. PREVAILING WAGE

A. The Work contemplated herein constitutes a public work within the meaning of Labor Code sections 1720 and 1771. It shall be mandatory upon the Consultant and upon any Subcontractor, to pay not less than the said specified prevailing rates of wages to all workers employed by them under the Contract in accordance with Labor Code section 1774. The Director of the Department of Industrial Relations ("DIR") of the State of California has determined the general prevailing rate of wages of per diem wages in the locality in which the work is to be performed for each craft or type of worker needed to execute the Contract. The Consultant acknowledges that it has examined the prevailing rate of per diem wages as established by the DIR. Copies of the current schedules for prevailing wages are on file at City Hall, and the contents of those schedules are incorporated herein as if set forth in full. The Consultant shall post a copy of the applicable prevailing wage determinations at each job site, along with any other work place posters required by law.

B. The City will not recognize any claims for additional compensation because of the payment of prevailing wages. The possibility of wage increases is one of the elements to be considered by the Consultant in determining its proposal, and will not under any circumstances be considered as the basis of a claim against the City.

C. By executing this Contract Consultant warrants that it has registered with the Department of Industrial Relations in accordance with Labor Code section 1725.5.

2. PREVAILING WAGE RECORDS

A. The Consultant and each subcontractor shall keep an accurate payroll record which shows the name, address, social security number, correct work classification (in accordance with the wage decision), both straight and overtime worked each day and week, and hourly rate of pay, gross wages earned, deductions made and net wages paid to each journeyman, apprentice, worker or other employee paid by the Consultant /subcontractor in connection with the Work. These payroll records shall be certified and shall be made available at Consultant's principal office. These records shall be maintained during the course of the Work. The Consultant and all subcontractors shall make the certified payroll records available for inspection by City representatives upon request and shall permit such representatives to interview employees during the work hours on the job site.

B. The City shall notify the Consultant in writing of any discrepancies or violations that are discovered during such inspections. Written notification pursuant to this Section shall include the actions that will be necessary to resolve the discrepancies and/or violations. The Consultant shall be held entirely responsible for the prompt resolution of all non-compliances with the prevailing wage laws, including those pertaining to all subcontractors and any lower-tier subcontractors. The Consultant shall forfeit as penalty to the City the amount specified by law for each calendar day or portion thereof for each worker (whether employed by the Consultant or any subcontractor) paid less than the stipulated prevailing rates for any work done under the Contract in violation of the provisions of the Labor Code and in particular, Section 1775.

C. To the extent applicable, Consultant and subcontractors shall maintain and furnish to the Department of Industrial Relations ("DIR"), a certified copy of each weekly payroll (but no less often than monthly), with a statement of compliance signed under penalty of perjury. Such certified payroll reports shall be transmitted electronically to the DIR.

D. The City will not recognize any claims for additional compensation because of the payment of the prevailing wages. The possibility of wage increases is one of the elements to be considered by the Consultant in entering into the Contract, and will not under any circumstances, other than delays caused by the City, or the City's agents, be considered as the basis of a claim against the City.

3. Labor Discrimination

Attention is directed to Section 1735 of the Labor Code, which reads as follows:

"No discrimination shall be made in the employment of persons upon public works because of their race, color, national origin or ancestry, physical handicap, mental condition, marital status, or sex of such person, except as provided in Section 12940 of the Government Code, and every General Contractor for public works violating this section is subject to all the penalties imposed for a violation of this chapter."

4 Eight-Hour Day Limitation

(a) In accordance with the provisions of the Labor Code, and in particular, Sections 1810 to 1815 thereof, inclusive, incorporated herein by reference, eight hours labor shall constitute a day's work, and no worker in the employ of Consultant, or any Subcontractor, doing or contracting to do any part of the work contemplated by the Contract, shall be required or permitted to work more than eight (8) hours in any one calendar day and forty (40) hours in any one calendar week in violation of those provisions; provided that subject to Labor Code Section 1815, a worker may perform work in excess of either eight (8) hours per day or forty (40) hours during any one week upon compensation for all hours worked in excess of eight (8) hours per day or forty (40) hours during any one week at not less than one and one-half times the basic rate of pay.

(b) The Consultant and each Subcontractor shall also keep an accurate record showing the names and actual hours worked of all workers employed by them in connection with the Contract. This record shall be open at all reasonable hours to the inspection of the City. It is hereby further agreed that, except as provided in (a) above, the Consultant shall forfeit as a penalty to the City the sum of twenty-five dollars (\$25) for each worker employed in the performance of the Contract by the Consultant or by any of its Subcontractors for each calendar day during which such worker is required or permitted to labor more than eight (8) hours in and one calendar day and forty (40) hours in any one calendar week in violation of Sections 1810 through 1815.

5. Compliance with State Requirements for Employment of Apprentices

(a) The Consultant's attention is directed to Section 1777.5 of the Labor Code. Provisions of said Section pertaining to employment of registered apprentices are hereby incorporated by reference into this Contract. As applicable, the Consultant or any Subcontractor employed by the Consultant in the performance of this Contract shall take such actions as necessary to comply with the provisions of Section 1777.5.

Notice of Exemption

Appendix E

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk
County of: Yolo

From: (Public Agency): City of West Sacramento

1110 West Capitol Ave. 2nd Floor

West Sacramento, CA. 95691

(Address)

Project Title: PD Evidence Storage Upgrades

Project Applicant: City of West Sacramento

Project Location - Specific:
550 Jefferson Boulevard
West Sacramento, CA 95605

Project Location - City: West Sacramento Project Location - County: Yolo

Description of Nature, Purpose and Beneficiaries of Project:

The West Sacramento Police Department is installing a new high-density property and evidence mobile shelving/storage system at the City of West Sacramento Police Department. Due to recent legislation extending evidence retention requirements additional storage capacity is needed.

Name of Public Agency Approving Project: City of West Sacramento

Name of Person or Agency Carrying Out Project: Jeremy Chapdelaine

Exempt Status: (check one):

- Ministerial (Sec. 21080(b)(1); 15268);
- Declared Emergency (Sec. 21080(b)(3); 15269(a));
- Emergency Project (Sec. 21080(b)(4); 15269(b)(c));
- Categorical Exemption. State type and section number: 21065, 15060(c), 15378(a)
- Statutory Exemptions. State code number: _____

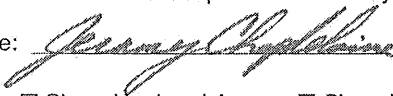
Reasons why project is exempt:

This action is not a project that is subject to CEQA because it is not an activity that may cause either a direct or reasonably foreseeable indirect physical change in the environment. (Pub. Resources Code, § 21065; CEQA Guidelines §§ 15060(c), 15378(a).)

Lead Agency
Contact Person: Jeremy Chapdelaine Area Code/Telephone/Extension: (916) 617-4766

If filed by applicant:

1. Attach certified document of exemption finding.
2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature:  Date: 6/27/18 Title: Senior Project Manager

Signed by Lead Agency Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____

MEETING DATE: June 27, 2018

ITEM # 6

SUBJECT:

CONSIDERATION OF APPROVAL OF RESOLUTION 18-39 REQUESTING AUTHORIZATION TO EXECUTE AND SUBMIT FY 2018/19 TRANSPORTATION DEVELOPMENT ACT (TDA) CLAIM TO THE SACRAMENTO AREA COUNCIL OF GOVERNMENTS (SACOG)

INITIATED OR REQUESTED BY:

Council Staff
 Other

REPORT COORDINATED OR PREPARED BY:

Sarah Strand, Assistant Transportation Planner


 Deniz Anbiah, Director of Public Works

ATTACHMENT Yes No Information Direction Action

OBJECTIVE

The purpose of this report is to request City Council authorization to execute and submit the 2018/2019 Transportation Development Act (TDA) Claim to the Sacramento Area Council of Governments (SACOG).

RECOMMENDED ACTION

Staff respectfully recommends that the City Council adopt Resolution 18-39 requesting authorization to execute and submit FY 2018/19 Transportation Development Act (TDA) claim to the Sacramento Area Council of Governments (SACOG).

BACKGROUND

The Transportation Development Act (TDA) is administered by the California Department of Transportation (Caltrans) and provides two sources of public transportation funding for local governments: Local Transportation Funds (LTF) and State Transit Assistance (STA) funds. The funds are intended for the development and support of public transportation needs that exist in California and are allocated to counties based on population, taxable sales and transit performance. TDA funds can support a wide variety of transportation programs, including planning and program activities, pedestrian and bicycle facilities, community transit services, public transportation, bus and rail projects. The City must submit an annual claim to SACOG for review and approval by the SACOG Board of Directors. Upon SACOG approval of the TDA Claim, Yolo County disburses the allocation request to the City. West Sacramento has been allocated \$2,749,831 in TDA funds for FY 18/19.

ANALYSIS

The attached FY 2018/19 TDA Claim packet (Attachment 2) reflects the following FY 18/19 projected expenses:

Projected Expense	Cost	Source
YCTD Fixed Route Services	\$1,917,431	LTF
YCTD ADA Paratransit Services	\$213,403	LTF
Bus Shelter Maintenance	20,000	LTF
SACOG Annual Planning Fees	\$71,317	LTF
Via On-Demand Transit Services*	\$599,001	LTF
Mobility Action Plan (Local Match)*	\$32,160	STA
Emerging Innovations in Mobility Planning*	\$50,000	STA
TOTAL	\$2,903,312	

* The City Council previously authorized allocations of TDA funds for the Via On-Demand Transit service, Mobility Action Plan local match, and Emerging Innovations in Mobility Planning.

Fund balances from previous years are requested to be used against the FY 18/19 TDA claim. The table below summarizes carry over amounts, current allocations and claims, and the total fund balance for FY 19/20.

Carry from	Over	FY 2018/2019	Total Available for FY 2018/2019	FY 2018/2019 TDA Claim	Balance for FY 2019/2020
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	Previous Years	TDA Allocation			
LTF	\$4,062,565	\$2,377,223	\$6,439,788	(\$2,821,152)	\$3,618,636
STA	\$1,202,867	\$372,608	\$1,575,475	(\$82,160)	\$1,493,315
TDA Fund Totals	\$5,265,432	\$2,749,831	\$8,015,263	(\$2,903,312)	\$5,111,951

Environmental Considerations

Not applicable.

Commission Recommendation

Not applicable.

Strategic Plan Integration

Approving the submission of the annual TDA Claim support's the City's mission to provide quality municipal services, as stated in the Strategic Plan.

Alternatives

- 1) Authorize staff to submit the TDA Claim to SACOG as presented herein.
- 2) Direct staff to modify the TDA Claim and return to City Council for further consideration.
- 3) Reject staff's request to submit the TDA Claim to SACOG and provide staff with direction on next steps.

Coordination and Review

This report and the FY 2018-19 TDA Claim was coordinated by the Public Works Traffic & Transportation Division with the Administrative Service Department, SACOG, and the Yolo County Transportation District.

Budget/Cost Impact

Approval of this claim will allow existing fixed route and paratransit service to continue operations and maintenance at existing levels, will provide partial funding for the 1-year Pilot On-Demand Rideshare service, and will provide funding for transportation planning activities. As of FY 2017/18, the current TDA fund balance is accrued as a receivable with SACOG for \$8,015,263. The approval of this report will allow the City to draw \$2,903,312 for FY 2018/19 budgeted expenses, leaving an unearned remaining balance of \$5,111,951 for future public transportation and other eligible costs.

ATTACHMENT(S)

- Attachment 1 – Resolution 18-39 Requesting Authorization to Execute and Submit FY 2018/19 TDA Claim to the Sacramento Area Council of Governments for Approval (SACOG)
- Attachment 2 – FY 2018/19 TDA Claim Packet
- Attachment 3 – SACOG FY 18/19 LTF and STA Findings of Apportionment

RESOLUTION 18-39

**REQUESTING AUTHORIZATION TO EXECUTE AND SUBMIT FY 2018/19
TRANSPORTATION DEVELOPMENT ACT (TDA) CLAIM TO THE SACRAMENTO
AREA COUNCIL OF GOVERNMENTS (SACOG)**

WHEREAS, the State of California enacted the Transportation Development Act (TDA) in 1972 to provide funds for transportation needs each fiscal year; and

WHEREAS, Section 99260 of the Public Utilities Code requires local agencies to file an estimated claim of transportation needs for each fiscal year with the Regional Transportation Planning Agency; and

WHEREAS, the Sacramento Area Council of Governments (SACOG) is the designated Regional Transportation Planning Agency to receive such claims for approval pursuant to the rules and regulations adopted by the Secretary of the Business and Transportation Agency; and

WHEREAS, SACOG has adopted a finding of apportionment for Local Transportation Funds and State Assistance Funds for Fiscal Year 2018/19; and

WHEREAS, the City of West Sacramento has identified \$2,903,312 in transportation funding needs for Fiscal Year 2018/19.

NOW, THEREFORE, BE IT RESOLVED, that the attached Fiscal Year 2018/19 TDA Claim be hereby approved by the City Council for execution and submittal to SACOG by the City Manager, or his designee, for approval.

PASSED AND ADOPTED by the City Council of the City of West Sacramento this 1th day of June, 2016 by the following vote:

AYES:
NOES:
ABSENT:

Christopher L. Cabaldon, Mayor

ATTEST:

Kryss Rankin, City Clerk

ATTACHMENT 2



TRANSPORTATION

DEVELOPMENT ACT

CLAIM PACKET

Sacramento Area Council of Governments
1415 L Street, Suite 300
Sacramento, CA 95814

**TRANSPORTATION DEVELOPMENT ACT
CLAIM CHECKLIST**

Please check the following, items as being either included with the attached TDA claim package or are on file at SACOG.

Item	<u>Claimant</u>	<u>Attached</u>	<u>On file</u>
• TDA-1 Annual Transportation Development Claim	All claimants	X	N/A
• TDA-2 Project and Expenditure Plan (for the fiscal year of this claim and the prior fiscal year)	All claimants	X	N/A
• TDA-3 Status of Previously Approved Projects	All claimants	X	N/A
• TDA-4 Statement of Conformance	All claimants	X	N/A
• TDA-5 TDA Claim Certification	All claimants	X	N/A
• Resolution by governing body that authorized the claim	All claimants	X	N/A
If Claimant is a Transit Agency			
• CHP Safety Compliance Report (Completed within the past 13 months)	Claimants for transit service	_____	_____
• Adopted or proposed budget for the fiscal year of the claim	Claimants for transit service	_____	_____
• Signed copy of transit service contract	Claimants for transit service	_____	_____
• Area wide transfer agreement, resolution	Claimants that allow inter-system transfers	_____	_____
• Information establishing eligibility under efficiency criteria	Claimants for revenue-based STA funds	_____	_____
• Certification that claim is consistent with Capital Improvement Program	Claimants for bike/ped facilities	_____	_____
• Compliance with PUC Sec. 99155 & 99155.5	Claimants for transit service	_____	_____
• STA Operator Qualifying Criteria calculation based on section 99314.6	Claimants for transit service	_____	_____
• Copy of Ten Year Capital & Operations Program	Claimants for transit service	_____	_____

TDA-1

TRANSPORTATION DEVELOPMENT ACT CLAIM

TO: Sacramento Area Council of Governments
1415 L Street, Suite 300
Sacramento, CA 95814

FROM: City of West Sacramento (Claimant)
1110 W Capitol Ave, 1st Floor
West Sacramento, CA, 95691

Contact Person: Sarah Strand, Transportation Planner
Phone: (916) 617-5310 **Email:** sarahs@cityofwestsacramento.org

The above claimant hereby requests, in accordance with authority granted under the Transportation Development Act and applicable rules and regulations adopted by the Sacramento Area Council of Governments (SACOG), that its request for funding be approved as follows:

TDA FUND	FISCAL YEAR
STA	
\$82,160	FY 12/13
LTF	
\$1,917,971	FY 16/17
\$831,864	FY 17/18
\$71,317	FY 18/19

Submitted By: Denix Anbiah
Title: Director of Public Works
Date: June 27, 2018

TDA-2

ANNUAL PROJECT AND EXPENDITURE PLAN

Claimant: City of West Sacramento					Fiscal Year: 2018 - 2019				
Project Title and TDA Article Number	SOURCES OF FUNDING								
	TDA LTF	TDA STA	Transit Fares	Measure A	Road Fund	Developer Fees/Const. Tax	Federal/ State	Other	TOTAL
YCTD Fixed Route Service. Article 8 Section 99400 (c)	\$1,917,431								\$1,917,431
YCTD ADA Paratransit Planning & Operations. Article 8 Section 99400 (c)	\$213,403								\$213,403
Bus Shelter Maintenance. Article 8 Section 99400 (c)	\$20,000								\$20,000
Via On-Demand Transit Planning & Operations. Article 8 Section 99400 (c)	\$599,001								\$599,001
Mobility Action Plan. Article 8 Section 99313 (c)		\$32,160							\$32,160
Emerging Innovations in Mobility Planning. Article 8 Section 99313 (c)		\$50,000							\$50,000
18/19 SACOG Planning. Article 4 Section 99262	\$71,317								\$71,317
TOTAL REQUEST	\$2,821,152	\$82,160							\$2,903,312

TDA-3

STATUS OF PREVIOUSLY APPROVED PROJECTS

Instructions: Describe the status of all prior fiscal year TDA claim projects and any projects from previous years, which are still active.

- Include both operating and capital projects
- Approved amounts should be as specified in TDA claims approved by SACOG
- Expenditures should be to date
- Project status should be either "Complete" or "Active"

Fiscal Year	Project Title	Amount Approved	Expenditures	Project Status
15/16	FY17/18 Yolobus Operations	\$1,470,976	\$1,470,976	Complete
16/17	FY 17/18 Yolobus Operations	\$203,506	\$203,506	Complete
16/17	FY 17/18 ADA Paratransit Operations & Planning	\$226,220	\$226,220	Complete
16/17	FY 17/18 Admin – Reimbursement to City	\$121,363	\$121,363	Complete
16/17	FY 17/18 Bus Shelter Maintenance	\$20,000	HOLD	Complete
17/18	FY 17/18 SACOG Planning	\$66,328	\$66,328	Complete
TOTAL		\$2,108,393	\$	

TDA-4
STATEMENT OF CONFORMANCE

Form TDA-4 must be completed and signed by the Administrative Office of the submitting claimant.

The City of West Sacramento hereby certifies that the Transportation Development Act claim for fiscal year 2018/19 in the amount of \$2,821,152 (LTF) and \$82,160 (STA) for a total of \$2,903,312 conforms to the requirements of the Transportation Development Act and applicable rules and regulations.

Certified by Chief Financial Officer: _____

Title: **Director of Administrative Services**

Date: **June 18th, 2018**

TDA-5

TDA Claim Certification Form

I, **Roberta Raper**, Chief Finance Officer for the **City of West Sacramento**, do hereby attest, as required under the California Code of Regulations, Title 21, Division 3, Chapter 2, Section 6632, to the reasonableness and accuracy of the following:

- (a) The attached budget or proposed budget for FY 2018/2019.
- (b) The attached certification by the Department of the California Highway Patrol verifying that **N/A** is in compliance with Section 1808.1 of the Vehicle Code, as required in Public Utilities Code Section 99251.
- (c) The estimated amount of **\$2,903,312** maximum eligibility for moneys from the local transportation fund and the state assistance fund, as defined in Section 6634, is **\$\$2,903,312**.

(Signature) Chief Financial Officer

City of West Sacramento

(Agency Name)

June 18, 2018

(Date)

ATTACHMENT 3

**COUNTY OF YOLO
February 2018
FINDINGS OF APPORTIONMENT
LOCAL TRANSPORTATION FUNDS (LTF)
Fiscal Year 2018/19**

County's Estimated June 30, 2018 Balance	\$290,000
Local Transportation Fund Income 2018-19	9,613,664
Less: County Administrative Costs	-5,000
Less: SACOG Administrative Costs	-110,568
	<hr/>
Balance for Allocation	<u>\$9,788,096</u>

Jurisdiction	Population ^{1/}	% of Total Population County	Finding of Apportionment	SACOG Planning	Available to Jurisdiction for Article 4 and Article 8 ^{2/}
Yolo County (Unincorporated)	30,122	13.76%	\$1,346,927	\$40,408	\$1,306,520
Davis	68,740	31.40%	\$3,073,760	\$92,213	\$2,981,547
West Sacramento	53,163	24.29%	\$2,377,223	\$71,317	\$2,305,906
Winters	7,255	3.31%	\$324,413	\$9,732	\$314,680
Woodland	59,616	27.23%	\$2,665,773	\$79,973	\$2,585,800
TOTALS	218,896	100.00%	\$9,788,096	\$293,643	\$9,494,453

1. Sources: Report E-5, Department of Finance, Demographic Research Unit, May 1,2017

2. Funds available for projects and programs under Article 4 and Article 8.
All or a portion may be available to the Sutter County depending on outcome of unmet needs finding.

February 2018
SACRAMENTO AREA COUNCIL OF GOVERNMENTS
 Regional Share of Statewide PUC Allocation: \$18,324,964
 ALLOCATION OF STATE TRANSIT ASSISTANCE FUNDS (STA)
 FY 2018-19
 PUBLIC UTILITY CODE SECTION 99313 & 99314

JURISDICTION	POPULATION	1/	POPULATION AS A % OF TOTAL	ALLOCATION PUC 99313	2/	ALLOCATION PUC 99314	2/	STA Total
SACRAMENTO COUNTY								
Unincorporated	584,729		30.69%	\$4,098,240	3/	\$60,676		\$4,158,916
Citrus Heights	87,013		4.57%	\$609,855				\$609,855
Elk Grove	171,059		8.98%	\$1,198,916		\$96,603		\$1,295,519
Folsom	78,525		4.12%	\$550,365		\$35,987		\$586,352
Galt	25,693		1.35%	\$180,077				\$180,077
Isleton	854		0.04%	\$5,986				\$5,986
Rancho Cordova	73,872		3.88%	\$517,753	4/			\$517,753
Sacramento	493,025		25.88%	\$3,455,506	4/			\$3,455,506
Sacramento Regional Transit District	NA		NA	NA		\$4,291,621		\$4,291,621
YOLO COUNTY								
Unincorporated	30,122		1.58%	\$211,119				\$211,119
Davis	68,740		3.61%	\$481,784		\$169,301		\$651,085
West Sacramento	53,163		2.79%	\$372,608				\$372,608
Winters	7,255		0.38%	\$50,849				\$50,849
Woodland	59,616		3.13%	\$417,836				\$417,836
Yolo County Transportation District	NA		NA	NA		\$238,315		\$238,315
SUTTER COUNTY								
Unincorporated	20,875		1.10%	\$146,308	5/			\$146,308
Live Oak	8,636		0.45%	\$60,528	5/			\$60,528
Yuba City	67,445		3.54%	\$472,707	5/			\$472,707
YUBA COUNTY								
Unincorporated	59,095		3.10%	\$414,184	5/			\$414,184
Marysville	11,973		0.63%	\$83,916	5/			\$83,916
Wheatland	3,509		0.18%	\$24,594	5/			\$24,594
Yuba-Sutter Transit Authority	NA		NA	NA		\$79,331		\$79,331
TOTAL	1,905,199		100.00%	\$13,353,130	6/	\$4,971,834		\$18,324,964

		% in RT District	Transfer to SRTD	Sacramento County
County of Sacramento Total	\$4,098,240	95.2%	\$3,901,524	\$196,716
Rancho Cordova Total	\$517,753	100.0%	\$517,753	
Sacramento Total	\$3,455,506	100.0%	\$3,455,506	
Available to SRTD	\$7,874,783			
Available to County of Sacramento	\$196,716			
Available to Yuba-Sutter Transit Authority	\$1,281,568			

- Sources: Report E-5, Department of Finance, Demographic Research Unit, 5/1/2017
- Entire amount must be used for transportation planning and mass transportation purposes.
- 95.2% is reserved for Sacramento Regional Transit District.
- 100% is reserved for Sacramento Regional Transit District.
- 100% is reserved for Yuba-Sutter Transit Authority.
- This is the total PUC Section 99313 Allocation to SACOG for the fiscal year

MEETING DATE: June 27, 2018

ITEM # 7

SUBJECT:


**CONSIDERATION OF APPROVAL OF AMENDMENT TO THE SAFE ROUTES TO SCHOOL
PROFESSIONAL SERVICES CONTRACT WITH WALKSACRAMENTO**

INITIATED OR REQUESTED BY:

Council Staff
 Other

REPORT COORDINATED OR PREPARED BY:

Sarah Strand, Assistant Transportation Planner



 Deniz Anbiah, Director of Public Works

ATTACHMENT Yes No Information Direction Action

OBJECTIVE

The purpose of this report is to request City Council approval of a time and cost amendment to an existing professional services contract with WALKSacramento for Safe Routes to School (SRTS) programming in order to utilize additional grant funding provided by Caltrans.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council approve Amendment No.1 of the professional services contract with WALKSacramento for Safe Routes to School which would increase the total contract amount by \$40,000 in Caltrans grant funds and extend the period of performance through June 2019.

BACKGROUND

In June 2011, the West Sacramento City Council authorized submittal of a grant application to Caltrans which was successfully awarded \$496,000 for a Safe Routes to School program. After executing a professional services contract to implement the Safe Routes to School program with WALKSacramento in 2012, the City and WALKSacramento staff worked closely in partnership with the Washington Unified School District (WUSD) to evaluate bicycle and pedestrian conditions around all public K-8 schools in West Sacramento and to develop recommendations for improvements. Between 2012 and 2016, evaluations included surveying efforts, walk audits, and a broad focus on the SRTS "Five E's" framework: Education, Encouragement, Enforcement, Engineering, and Evaluation.

In 2017, an unexpended fund balance of \$227,355 remained available for Safe Routes to School program activities. As such, in April 2017, the City Council authorized a new contract with WALKSacramento for \$100,000 to implement a similar scope of work for an additional year. This has enabled the City to revisit and refresh walk audit reports and recommendations for local K-8 schools, collect up-to-date travel behavior data from students and parents, and hold multiple Walk/Bike to school day events, along with other education and encouragement activities. River City High School and other private or charter schools were not included in outreach due to conditions of the SRTS funding source which exclusively limit activities to public K-8 schools.

ANALYSIS

Since April 2017, key staffing changes occurred within the Washington Unified School District which inhibited WALKSacramento from completing the Scope of Work, specifically due to an inability to access appropriate staff at some of the project schools. City staff emphasized the importance of ensuring that all project schools receive equitable access to the Safe Routes for School program and communicated these barriers to appropriate staff at Caltrans to discuss a solution that would enable WALKSacramento to finish out the remaining tasks with all project schools. In early 2018, Caltrans responded with information regarding an additional \$50,000 in Safe Routes to School funds available to assist in resolving these kinds of issues and unmet needs. No additional local match is required to use the funds. As such, staff has worked closely with Caltrans to confirm eligibility and secure the additional funds into the existing SRTS project budget, to be used within the current scope of work (See Attachment 1).

The purpose of this report is to request City Council authorization to amend the existing contract with WALKSacramento in order to utilize \$40,000 of the additional funds granted by Caltrans to continue the Safe Routes to School program. If approved, Amendment No.1 would increase the current WALKSacramento contract amount from \$100,000 to \$140,000 and would extend the contract period of performance from September 1, 2018 to June 1, 2019. This would allow for WALKSacramento and City staff to connect with schools that were unable to participate in some of the past year's activities, allow for those schools to conduct much-needed data collection and walk audits to inform local transportation planning and enforcement activities, and ensure that all West Sacramento K-8 students are equitably offered opportunities to participate in the City sponsored Safe Routes to School program(s) (i.e. Walk/Bike to School Days, Bike Rodeos).

The total Safe Route to School funds awarded to the City in 2011 were \$496,000, all of which have been expended on completed contracts and staff time or are encumbered for use within the existing contract with WALKSacramento. As of May 2018, the new total project budget is reflected as \$546,000 (See Attachment 2), accounting for the addition of \$50,000. Of the additional funds, \$40,000 is proposed to be added to the existing contract with WALKSacramento and the remaining \$10,000 is to be allocated to City staff time.

Environmental Considerations

Not applicable.

Commission Recommendation

Staff plan to provide a comprehensive update to the Transportation, Mobility, and Infrastructure Commission on Safe Routes to School activities in late Summer 2018.

Strategic Plan Integration

The promotion of safe walking and bicycling furthers several of the City's adopted planning strategies related to the strategic plan goal of Vibrant Neighborhoods and Comfortable Lifestyle and Living.

Alternatives

- 1) Approve Amendment No.1 of the professional services contract with WALKSacramento for Safe Routes to School which would increase the total contract amount by \$40,000 in Caltrans grant funds and extend the period of performance through June 2019. This is the recommended alternative.
- 2) Council may choose to adjust the proposed compensation or performance period related to the amendment. Staff does not recommend this alternative as it may delay the start of additional work.
- 3) Council may elect not to approve Amendment No.1. Staff does not recommend this alternative as it may result in a forfeiture of the additional funding provided by Caltrans.

Coordination and Review

This report was prepared by the Traffic and Transportation Division of the Public Works Department.

Budget/Cost Impact

The current contract with WALKSacramento has an approved budget of \$100,000. Caltrans made an additional \$50,000 available to the City to continue implementing Safe Routes to School programs within the existing scope of work established with WALKSacramento. No local match was required to accept the additional funds. \$10,000 will be reserved for City labor expenses associated with contract management and community engagement, and \$40,000 is proposed to be added into the existing contract with WALKSacramento for ongoing SRTS activities to resolve unmet needs, as described herein. If approved, this amendment would increase the current contract with WALKSacramento to \$140,000 and would provide an additional \$10,000 to support staff oversight of the contract and related tasks. The new funds will require a budget adjustment of \$50,000 in Work Order 14011 to account for additional revenues and expenditures related to the Safe Routes to School program.

ATTACHMENT(S)

- Attachment 1 – WALKSacramento Contract Amendment No.1
- Attachment 2 – Caltrans Approved Finance Letter
- Attachment 3 – Caltrans Form E-76 (Amendment Modification Summary)

ATTACHMENT 1

AMENDMENT NO. 1
to the
CONTRACT FOR SERVICES
between the
CITY OF WEST SACRAMENTO
and
WALKSACRAMENTO
Dated July 26, 2017

This Amendment No. 1 to the Contract for Services between the City of West Sacramento and WALKSacramento dated July 26, 2017 is made and entered into this 27th day of June. Except as expressly amended herein, the July 26, 2017 Contract for Services is in full force and effect.

RECITALS

WHEREAS, the City and Consultant executed a contract for services dated July 26, 2017, for Consultant to provide professional services for the Safe Routes to School program, and;

WHEREAS, the State Department of Transportation (Caltrans) has made available an additional \$50,000 in Safe Routes to School funding for use by the City, and;

WHEREAS, said funding provided by Caltrans may not be utilized for any purpose except to resolve unmet needs within existing Safe Routes to School programs, and;

WHEREAS, the City desires to utilize the additional funds to resolve unmet needs within the existing Safe Routes to School contract with the Consultant, and;

WHEREAS, the City desires to amend the Consultant's Contract to increase the total amount payable to \$140,000, and;

WHEREAS, the City desires to amend the Consultant's Contract Performance Period such that all services under the Contract shall be completed by June 1, 2019.

NOW, THEREFORE, IT IS MUTUALLY AGREED by parties hereto to amend said agreement as follows:

I. COMPENSATION:

The compensation as set forth in the Contract for Services dated (INSERT the original contract date here), shall be revised to increase the total amount payable by the City to \$140,000 for the unmet needs identified in Exhibit A.

II. PERIOD OF PERFORMANCE:

The Period of Performance as set forth in the Contract for Services July 26, 2017, shall be revised to terminate on June 1, 2019.

IN WITNESS WHEREOF the parties hereto have executed this Agreement as the date herein set forth.

CITY OF WEST SACRAMENTO

By: _____
Christopher L. Cabaldon, Mayor

WALK SACRAMENTO

By: _____
Kirin Kumar, Executive Director

APPROVED AS TO FORM

By: _____
Jeffrey Mitchell, City Attorney

ATTEST:

By: _____
Kryss Rankin, City Clerk

Scope of Services : Unmet Needs Amendment

This scope of services represents additional funding contributed toward addressing unmet needs within the current West Sacramento Safe and Healthy Routes to School program. Unmet needs include more robust community-based planning around infrastructure improvements, education and encouragement activities at priority schools, and development of resources, guides, and programs to ensure sustainability of Safe Routes to School efforts into the future. Together, these efforts will further enhance the creation of a lasting walking and biking culture in West Sacramento.

In 2017, despite efforts to coordinate with the Washington Unified School District (WUSD), four elementary schools have not received as much programming as initially planned due to unanticipated changes in key staff at WUSD who were critical to establishing contact with school Principals. Although coordination is underway and programming is being planned for spring 2018, this addendum will ensure that these four priority schools are able to conduct Walk to School Days and other essential programming that they missed out on this fall. This addendum will also support ongoing efforts to develop and study a priority list of school-based infrastructure improvements within the City's update to the Bicycle, Pedestrian, and Trails Master Plan through focused engagement with school stakeholders.

1.0 Education Activities

1.1 Develop sustainability plan for Safe Routes to School (original scope item 2.1)

Supplementing a National Safe Routes to School training event to be held in spring 2017, WALKSacramento will develop and provide each project school with a step-by-step program toolkit to guide ongoing Safe Routes to School programming well into the future.

1.2 Oversee distribution and online development of safe routes walking and biking maps (original scope item 2.2)

WALKSacramento will vet all safe walking and biking maps at project schools and ensure distribution of maps to families in fall 2018 within each school's handbook and/or welcome packet. WALKSacramento will focus these efforts at each of the 4 priority schools where further vetting of routes is necessary. Additionally, schools have requested a digital version of maps to distribute through digital media outlets. WALKSacramento will develop an online and interactive mapping tool for each school.

1.2 Provide bicycle and pedestrian skills education for students at priority schools and develop district wide curriculum. (original scope item 2.3)

WALKSacramento will continue to host pedestrian and bicycle education events at schools, prioritizing programs at each of the 4 priority schools. Events will be planned in partnership with each school and may take the form of school assemblies, recess education, bicycle rodeos, or in-class education. Each school will receive at least one bicycle and one pedestrian education event. League Certified Instructors may be hired to deliver events and support curriculum development.

2.0 Encouragement Activities

2.1 Hold International Walk and Bike to School Day events at four priority schools (original scope item 3.1)

International Walk to School Days are celebratory encouragement events that occur in October. Tasks include publicizing the events, engaging with local partners, and working with each of the 4 priority schools to plan and host the event. Walk to school days at each of the priority schools will also provide an opportunity to further develop parent champions, critical to the sustainability of SRTS programs.

2.2 Establish bicycle clubs and explore other family-friendly encouragement opportunities. (original scope item 3.6)

To support a long-term culture of family-friendly active transportation in West Sacramento, WALKSacramento and SABA will work to identify new community encouragement opportunities and develop guidelines and curriculum for establishing bicycle clubs. This task may require hiring LCIs to coordinate as well as the additional purchasing of materials such as tools for maintenance classes and incentives for students.

3.0 Evaluation Activities

3.1 Update and vet walk audits recommendations in conjunction with development of the Bicycle, Pedestrian, and Trails Master Plan (original scope item 5.6 and 5.7)

WALKSacramento will hold community pop-ups at schools identified as priorities for improvements through plan development process to further vet and refine recommendations related to walk audits and pick-up/drop-off plans.

DEPARTMENT OF TRANSPORTATION

Division of Local Assistance
1120 N STREET
P.O. BOX 942874, MS# 1
Sacramento, CA 94274-0001
TTY 711



May 18, 2017

File : 03-YOL-0-WSAC

SRTSLNI-5447(031)

Washington Unified School District
in West Sacramento
SRTS Non-I (Cycle 3)

Mr. Denix Anbiah
Director of Public Works
City of West Sacramento
1110 West Capitol Avenue
West Sacramento, CA 95691

Dear Mr. Anbiah:

Enclosed is the approved current Finance Letter for the subject project. This Finance Letter is based on the information submitted by you to the Department. Some changes may have been made to fit the current funding scenario. If you feel that this does not correctly represent the current funding scenario of this project, please contact your District Local Assistance Engineer as soon as possible and have it corrected.

In accordance with Government Code 16304, Federal and State funds appropriated by the State budget are available for disbursement for limited periods of time. The enclosed Finance Letter shows the deadlines for liquidation as "Reversion Dates". Please ensure that your invoices are submitted at least 60 days prior to the reversion date to avoid any lapse of funds. If your agency is unable to seek reimbursement by this date you may request an extension through a Cooperative Work Agreement (CWA). A CWA is subject to the final approval of the State Department of Finance. If approved, the CWA may extend the deadline for up to two years.

Please note that Government Code 16304 does not supersede any other more restrictive expenditure deadlines.

If you have any questions, please contact your District Local Assistance Engineer.

Sincerely,

A handwritten signature in cursive script, appearing to read "Winton Emmett".

WINTON EMMETT, Chief
Office of Project Implementation - North
Division of Local Assistance

Enclosure

c: OLP AE Project Files
(03) DLAE - Martin Villanueva

DEPARTMENT OF TRANSPORTATION
 DIVISION OF ACCOUNTING
 LOCAL PROGRAM ACCOUNTING BRANCH

FINANCE LETTER


Date: 05/17/2018 EA No:
 D_CO_RT: 03-YOL-0-WSAC
 Project No: SRTSLNI-5447(031)
 Adv Project Id: 0312000126
 Agreement End Date:

Attention: City of West Sacramento

FINANCE ITEMS	PRO RATA OR LUMP SUM	TOTAL COST OF WORK	FEDERAL PART. COST	FED. REIMS %	FEDERAL LU30
Contract Items:	\$546,000				
Total:	\$546,000				
Construction	Pro Rata	\$546,000.00	\$546,000.00	100.00%	\$546,000.00
Totals:		\$546,000.00	\$546,000.00	0.00%	\$546,000.00

Participation Ratio: 100.00%

This Finance Letter was created based on specific financial information provided by the responsible local agency. The following encumbrance history is prepared by Local Assistance Accounting Office and is provided here for local agency's information and action.

Signature: 
 Title: HQ Sr. Area Engineer

For questions regarding finance letter, contact:

Printed Name : Adam Ambrosini
 Telephone No: (916) 653-3840

Remarks:

ACCOUNTING INFORMATION										SRTSLNI-5447(031)		Cooperative Work Agreement	
ADV. PROJECT ID	APPROP. UNIT	STATE PROG.	FED/STATE	ENCUMBRANCE AMOUNT	APPROP YEAR	EXPENDITURE AMOUNT	ENCUMBRANCE BALANCE	REVERSION DATE			APPROVED AMOUNT	EXPIRATION DATE	
0312000126	12102F	2030010535	F	\$496,000.00	1112	\$417,711.78	\$78,288.22	06/30/17			\$139,868.00	06/30/19	
0312000126	18102F	2030010535	F	\$50,000.00	1718	\$0.00	\$50,000.00	06/30/23					

AMENDMENT MODIFICATION SUMMARY - (E-76)

CALIFORNIA DEPARTMENT OF TRANSPORTATION

FEDERAL AID PROGRAM

DLA LOCATOR: 03-YOL-0-WSAC
 PREFIX: SRTSLNI
 PROJECT NO: 5447(031)
 SEQ NO: 2
 STATE PROJ NO: 0312000126L-N
 AGENCY: WEST SACRAMENTO
 ROUTE:

PROJECT LOCATION:
 WASHINGTON USD WEST SACRAMENTO - SEE COMMENTS FOR ADDITIONAL DESCRIPTION
 TYPE OF WORK:
 CREATE CITYWIDE SRTS PARENT CORPS - SEE COMMENTS
 FED RR NO'S:
 PUC CODES:
 PROJ OVERSIGHT: ASSUMED/LOCAL ADMIN
 ENV STATUS / DT: 02/14/2012
 RW STATUS / DT:
 INV RTE:
 BEG MP:
 END MP:

PREV AUTH / AGREE DATES:
 PE:
 RAW:
 CON: 2012-03-16 00:00:00.0
 SPR:
 MCS:
 OTH:

DISASTER NO:

TIP DATA

MPO: SACOG
 FSTIP YR: 11/12
 STIP REF:
 FSTIP ID NO: VAR79066

BRIDGE NO:

PROG CODE	LINE NO	IMPV TYPE	FUNC SYS	URBAN AREA	URB/RURAL	DEMO ID
LU30	30	21				

FUNDING SUMMARY

PHASE	PROJECT COST	FEDERAL COST	AC COST
PE	PREV. OBLIGATION	\$0.00	\$0.00
	THIS REQUEST	\$0.00	\$0.00
	SUBTOTAL	\$0.00	\$0.00
RAW	PREV. OBLIGATION	\$0.00	\$0.00
	THIS REQUEST	\$0.00	\$0.00
	SUBTOTAL	\$0.00	\$0.00
CON	PREV. OBLIGATION	\$496,000.00	\$0.00
	THIS REQUEST	\$50,000.00	\$50,000.00
	SUBTOTAL	\$546,000.00	\$546,000.00
OTH	PREV. OBLIGATION	\$0.00	\$0.00
	THIS REQUEST	\$0.00	\$0.00
	SUBTOTAL	\$0.00	\$0.00
TOTAL:		\$546,000.00	\$546,000.00

STATE REMARKS

- 02/14/2012 This project is from SRTS Cycle 3, Non-infrastructure.
- 03/06/2012 03/06/12: SEQ#1 - Request for CON (Non-Infrastructure) authorization; obligation of \$496,000 SRTS funds. kbh
- 03/13/2012 Project Location: Washington Unified School District: Bridgeway Island ES, Bryte ES, Elkhorn Village ES, Riverbank ES, Southport ES, Stonegate ES, Westmore Oaks, ES.
 Project Description: Create citywide SRTS Parent Corps by training one parent champion to implement education and encouragement programs at their schools; provide pedestrian and bicycle safety skills training; implement walk- and bike-to-school events, frequent walker/rider miles contests, and distribution of safe routes to school maps
- 05/01/2018 Request for additional \$50,000 via post programming adjustment for the continuing of non-infrastructure activities. The additional funds has been approved by the Caltrans SRTS Program.

FEDERAL REMARKS

ATTACHMENT 3

AUTHORIZATION

AUTHORIZATION TO PROCEED WITH REQUEST: OTH
FOR: COST ADJUSTMENT
DOCUMENT TYPE: AMOD

PREPARED IN FADS BY: DAY, JIM
REVIEWED IN FADS BY: SAFAIE, FRANK
SUBMITTED IN FADS BY: AMBROSINI, ADAM
PROCESSED IN FADS BY: HUEY, SHUN
E-76 AUTHORIZED DATE IN FMIS BY: TASIA PAPAJOHN

ON 2018-04-27 741-5116
ON 2018-05-01 653-5345
ON 2018-05-03 FOR CALTRANS
ON 2018-05-04 FOR FHWA
ON 2018-05-11 16:59:48.0

SIGNATURE HISTORY FOR PROJECT NUMBER 5447(031) AS OF 05/14/2018

FHWA FMIS SIGNATURE HISTORY

<u>MOD #</u>	<u>SIGNED BY</u>	<u>SIGNED ON</u>
1	SHUN HUEY	05/08/2018
	SCOTT MCHENRY	05/11/2018
	TASIA PAPAJOHN	05/11/2018
0	SHUN HUEY	03/16/2012
	GARY J. SWEETEN	03/16/2012
	TASIA PAPAJOHN	03/16/2012

FHWA FMIS 3.0 SIGNATURE HISTORY

CALTRANS SIGNATURE HISTORY

<u>DOCUMENT TYPE</u>	<u>SIGNED BY</u>	<u>SIGNED ON</u>
AMEND/MOD	AMBROSINI, ADAM	05/03/2018

MEETING DATE: June 27, 2018

ITEM # **B****SUBJECT:**

CONSIDERATION OF RESOLUTION 18-40 AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS) FOR THE WEST SACRAMENTO MOBILITY ACTION PLAN (MAP)

INITIATED OR REQUESTED BY:

Council Staff

Other

REPORT COORDINATED OR PREPARED BY:

Sarah Strand, Assistant Transportation Planner


Deniz Anbiah, Director of Public Works

ATTACHMENT Yes No Information Direction Action

OBJECTIVE

The purpose of this report is to request authorization to accept an award of grant funding from the 2018-19 California Department of Transportation (Caltrans) Sustainable Transportation Planning Grant program to support the development of the West Sacramento Mobility Action Plan (MAP) and to request Council re-authorization to use Transportation Development Act (TDA) funds for the required local match.

City Council previously adopted Resolution 17-59 authorizing the same funding allocation on October 4, 2017 alongside authorization of the submittal of an application to the FY 2017/18 Caltrans grant program, which was unsuccessful. Resolution 18-40 is submitted merely to reflect the FY 2018/19 Caltrans grant program cycle that the City has been awarded funding from. Caltrans requires a resolution explicitly stating the project and grant program title be adopted as a condition of grant acceptance.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council:

1. Adopt Resolution 18-40 authorizing the City Manager, or designee, to execute all Restricted Grant Agreements and any amendments thereto with Caltrans for the FY 2018/19 Sustainable Transportation Planning Grant program to support the development of the West Sacramento Mobility Action Plan;
2. Re-authorize the use of Transportation Development Act (TDA) funds and approve an appropriation from the City TDA Fund (Fund 202) in an amount of \$32,160 to meet the local match requirement of 11.47% for the grant; and
3. Amend the current Capital Improvement Program (CIP) to reflect the allocation of \$32,160 in TDA funds.

BACKGROUND

On September 15, 2017, Caltrans released the FY 2017-18 Grant Application Guides and call-for-applications to distribute additional grant funding allocated by Senate Bill 1 (The Road Repair and Accountability Act of 2017). On October 4, 2017, City Council authorized staff to apply to the FY 2017-18 grant cycle, however, in December 2017, the City was informed that its application was not selected for funding.

After a debrief with Caltrans, the City was strongly encouraged to reapply for the FY 2018-19 Caltrans Sustainable Transportation Planning Grant program with minor revisions to the application. In February 2018, staff resubmitted an application requesting \$248,226 in grant funding to support the Mobility Action Plan (MAP). On May 14th, 2018, the City received a conditional award letter for the total amount requested. A local match of 11.47% is required as a condition of acceptance. With local match, the total project budget would be \$280,386.

The anticipated contract start date would be October 2018 at the earliest, with a required contract close-out of April 28, 2021. The MAP concept was originally presented to City Council on April 19, 2017 and again on July 26, 2017, regarding staff's intent to apply for funding from Caltrans. City Council previously adopted Resolution 17-59 authorizing the same funding allocation on October 4, 2017 alongside authorization of the submittal of an application to the FY 2017/18 Caltrans grant program, which was unsuccessful. Resolution 18-40 is submitted merely to reflect the FY 2018/19 Caltrans grant program cycle that the City has been awarded funding from.

ANALYSIS

The MAP will provide a blueprint to guide transportation investments that support West Sacramento's goal to become a Smart City by strategically identifying key enabling projects and policies necessary to develop a 21st

century mobility system. In tandem, the MAP will also coordinate transportation with land use, considering how best to develop the mobility network in stride with evolving areas of the city to create comprehensive, integrated, and context-sensitive travel options for current and future residents.

Specifically, the MAP will take an inventory of the existing mobility system, synthesize existing plans and studies, and conduct innovative community outreach and a market analysis to develop tailored, data-driven recommendations on where to implement key planning, infrastructure, and policy changes that will be effective in offering residents more sustainable and desirable transportation choices. These recommendations will help the City to define roles for shared mobility services such as ridesharing and carshare, to site and conceptually design multi-modal "Mobility Hubs" at strategic locations, and to identify opportunities for integrating new and emerging transportation technologies, including electric, connected, and autonomous vehicle infrastructure.

Ultimately, the MAP will provide a comprehensive look into the future of mobility for the City of West Sacramento. The MAP will be used as an implementation tool by providing a catalogue of well-defined and prioritized transportation projects and initiatives for the City to leverage when seeking various resources to support the development of the smart mobility network. The resulting MAP action items will allow the City to jump start changes that can make the transportation system more sustainable, better anticipate and mitigate potential negative impacts on vulnerable communities and expand access to new technologies and mobility options.

The Mobility Action Plan would include, at a minimum, the following:

- Project Initiation and Administration tasks.
- Development of MAP Vision, Goals and Guiding Values through outreach and input from key Commissions and City Council.
- Innovative Community and Stakeholder Engagement, including outreach to Community Based Organizations, Businesses and Major Employers, SACOG, Yolo County TMA, and others.
- Development of various maps, infographics, charts, photographs, graphics and renderings.
- Existing Relevant Data & Documents Synthesis leveraging relevant transportation-related plans and studies completed by the City and other regional entities.
- New Data Collection, including a Mobility System Inventory to assess existing conditions, abridged transit network analysis, and market/propensity analysis to better understand likelihood of residents to adopt various new and shared mobility options.
- Mobility Hubs Analysis, to include a regional definition of mobility hubs, a hub typology, recommendation of Pilot demonstration site locations, context-sensitive access hierarchy, and strategies and best practices around siting, financing and phasing. Visualizations/renderings and a framework for P3 Coordination will be developed to provide clear path to implementation.
- Best Practices Report documenting the status and trajectory of new and shared mobility.
- Technology Integration and Readiness Strategy to identify key policies, programs and projects to be initiated in support of a shared, electric, connected, and autonomous mobility system that ensures equitable access to data. Critical near-term actions and potential Pilot projects will be prioritized.
- Draft and Final Mobility Action Plan delineating near-, mid-, & long-term recommended actions and outlining a phased strategy to implement key policies, programs, infrastructure and pilot projects, plans and/or studies, as well as potential funding sources to achieve the vision and goals of the MAP.
- Preliminary scoping, cost estimates, narratives and renderings for a set number of priority projects to leave the City well poised to compete for grant funding and other resources for implementation.

Environmental Consideration
NA

Commission Recommendation

Since March 6th, 2017, the Transportation, Mobility & Infrastructure (TMI) Commission has received information on the Mobility Action Plan on multiple occasions and has expressed general support for this project. Upon project kick-off, the TMI Commission will be consulted for ongoing feedback throughout the development and implementation of the Mobility Action Plan (MAP).

Strategic Plan Integration

Council identified the Public Transportation Strategy (PTS) as a Top Priority on the 2016 Strategic Plan Policy Agenda, which evolved in the Mobility Action Plan. Council has elected to continue including the MAP in both the 2017 and 2018 Strategic Plan Management Agendas.

Alternatives

The Council's primary alternatives are:

1. Adopt Resolution 18-40 authorizing the City Manager, or designee, to execute all Restricted Grant Agreements and any amendments thereto with Caltrans. Approve the use of up to \$32,160 in TDA funds to meet the minimum local match requirement. This is the recommended action.
2. Adopt Resolution 18-40 with modifications to the local match source. Staff does not recommend this option because the matching funds must be included in the FY 2018-19 TDA Claim. Modifying the local match source may result in revisions that could cause delays in the TDA Claim process.
3. Elect not to adopt Resolution 18-40 and deny authorization for the use of TDA funds for local match at this time. Staff does not recommend this alternative as it would preclude the City from accepting the grant.

Coordination and Review

This report was coordinated with the Administrative Services Department and discussed with the City Manager.

Budget/Cost Impact

Staff has requested and has been conditionally awarded \$248,226 in grant funds to complete the Mobility Action Plan (MAP). This requires local funds of \$32,160, which are proposed to be covered using Transportation Development Act (TDA) funds. The TDA fund (Fund 202) has an adequate balance to cover this cost.

ATTACHMENT

Attachment 1 – Resolution 18-40

Attachment 2 – Grant Application

RESOLUTION 18-40**AUTHORIZING THE CITY MANAGER TO EXECUTE AN AGREEMENT WITH THE CALIFORNIA DEPARTMENT OF TRANSPORTATION (CALTRANS) FOR THE WEST SACRAMENTO MOBILITY ACTION PLAN (MAP)**

WHEREAS; the City of West Sacramento is eligible to receive Federal and/or State funding for certain transportation planning related plans through the California Department of Transportation (Caltrans); and

WHEREAS; Caltrans is offered an opportunity for the City to apply for the FY 2018-19 Sustainable Transportation Planning Grant Program; and

WHEREAS; the City Council identified the Mobility Action Plan (MAP) as a top priority in the 2018 Strategic Plan; and

WHEREAS; the City Council approved the submittal of the Mobility Action Plan (MAP) to the Caltrans Sustainable Planning Grant program; and

WHEREAS; the City of West Sacramento has available funds to fulfill its 11.47% required local match; and

WHEREAS; a Restricted Grant Agreement is required to be executed with Caltrans before such funds can be claimed through the FY 2018-19 Sustainable Transportation Planning Grant Program; and

WHEREAS; approval is requested authorizing the City Manager, or designee, to execute such agreements and any amendments hereto.

NOW, THEREFORE, BE IT RESOLVED that the West Sacramento City Council authorizes the City Manager, or designee, to execute all Restricted Grant Agreements and any amendments thereto with Caltrans for the West Sacramento Mobility Action Plan (MAP).

PASSED AND ADOPTED by the City Council of the City of West Sacramento this 27th day of June, 2018, by the following vote:

AYES:
NOES:
ABSENT:

Christopher L. Cabaldon, Mayor

ATTEST:

Kryss Rankin, City Clerk

FY 2018-19
**CALTRANS SUSTAINABLE TRANSPORTATION PLANNING
 SUSTAINABLE COMMUNITIES GRANT APPLICATION**

PROJECT TITLE	West Sacramento Mobility Action Plan (MAP)
PROJECT LOCATION (city and county)	City of West Sacramento

	APPLICANT	SUB-APPLICANT	SUB-APPLICANT
Organization	City of West Sacramento		
Mailing Address	1110 W Capitol Ave		
City	West Sacramento		
Zip Code	95691		
Executive Director/designee and title	Mr. <input checked="" type="checkbox"/> Ms. <input type="checkbox"/> Mrs. <input type="checkbox"/> Denix Anbiah, Director of Public Works	Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. <input type="checkbox"/>	Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. <input type="checkbox"/>
E-mail Address	denix2@cityofwestsacramento.org		
Contact Person and title	Mr. <input type="checkbox"/> Ms. <input checked="" type="checkbox"/> Mrs. <input type="checkbox"/> Sarah Strand	Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. <input type="checkbox"/>	Mr. <input type="checkbox"/> Ms. <input type="checkbox"/> Mrs. <input type="checkbox"/>
Contact E-mail Address	sarahs@cityofwestsacramento.org		
Phone Number	(916) 617-5310		

FUNDING INFORMATION
 Use the Match Calculator to complete this section.
[Match Calculator](#)

Grant Funds Requested	Local Match - Cash	Local Match - In-Kind	Total Project Cost
\$ 248226	\$ 32160	\$	\$ 280386

Specific Source of Local Cash Match
 (i.e., local transportation funds, local sales tax, special bond measures, etc.)

Local Transportation Development Act (TDA) Funds

FY 2018-19 CALTRANS SUSTAINABLE TRANSPORTATION PLANNING SUSTAINABLE COMMUNITIES GRANT APPLICATION

LEGISLATIVE INFORMATION*			
Please list the legislative members in the project area. Attach additional pages if necessary.			
State Senator(s)		Assembly Member(s)	
Name(s)	District	Name(s)	District
Richard Pan	6	Kevin McCarty	7
	-		-
	-		-
	-		-
	-		-

*Use the following link to determine the legislators.
<http://findyourrep.legislature.ca.gov/> (search by address)

Please identify the best practices cited in the 2017 Regional Transportation Plan (RTP) Guidelines, Appendices K and L, that would be employed in the proposed transportation planning grant project. Select only those that apply and provide an explanation. For future grant cycles, this section may be considered for points and/or threshold requirements. For now, these items are for tracking and reporting purposes only and are not associated with points, and may not result in a higher score.

- Coordination with Other Planning Processes

Please explain how:

Coordinates multiple transportation planning processes (active transport, transit, new & shared mobility, alternative fuel vehicles, safe routes for schools & seniors, MTP/SCS, state Smart Mobility Framework) with emerging technologies and mobility models to reinforce a smart and integrated multi-modal future.

- Regional Travel Demand Modeling and Analysis

Please explain how:

This project will leverage existing and future travel demand analyses to identify help areas with high single vehicle occupancy rates as key opportunities to encourage residents to shift to other more sustainable modes of travel by piloting innovative mobility models or technologies.

- RTP Consultation and Coordination

Please explain how:

Public and stakeholder participation is a key component of the West Sacramento Mobility Action Plan (MAP). The Sacramento Area Council of Governments (SACOG) is envisioned to be an active stakeholder in the plan development process, and the MTP/SCS plans and principals will be help shape the MAP.

- Integrating Ecological Considerations into Transportation Planning

Please explain how:

West Sacramento has a land use transect ranging from urban riverfront uses to small agriculture uses in the southern portions of the City and intensive industrial uses in the west. The MAP will examine how the City can leverage technology and smart mobility system design to reduce environmental impacts from congestion.

- RTP Financial Overview

Please explain how:

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SUSTAINABLE COMMUNITIES GRANT APPLICATION**

RTP Modal Discussion

Please explain how:

Transportation System Management and Operations

Please explain how:

Serving in part as an ITS Master Plan, the MAP will look at how technology can be leveraged, both today and into the future, to enable new mobility models and develop an integrated smart mobility system by ensuring that infrastructure investments are coordinated and begin to consider emerging innovations, such as AVs and rideshare.

Future of Transportation and New Technology

Please explain how:

The MAP is directly aimed at integrating new and emerging technology into the mobility system, but goes beyond to identify critical interim steps and supportive policies and infrastructure necessary to integrate innovation and develop an equitable Smart Mobility System. It will also identify potential partnerships with private industry leaders.

Sustainable Communities Strategy (SCS) Contents and Development

Please explain how:

As SACOG is initiating the development of its next SCS, the City will collaborate on relevant land use and transportation data to inform the MAP development, as well as makes contributions as a key regional stakeholder to help shape the SCS and ensure that regional and local efforts are mutually reinforcing of the Blueprint principals.

Land Use and Transportation Strategies to Address Regional GHG Emissions

Please explain how:

The MAP will evaluate how best to phase and locate the introduction of new and shared mobility options to strategically provide support for existing and emerging redevelopment and urban infill projects to ensure that residents can live car-free. It will also identify Mobility Hub strategies tailored to land use to reduce VMT citywide.

Adaptation of the Regional Transportation System to Climate Change

Please explain how:

The MAP will build from its pending Climate Action Plan to consider projects and technological solutions that can help make the mobility system more resilient to the impacts of a changing climate, including considerations for how information technology can potentially improve disaster planning and support timely evacuations and responses.

Performance Measures

Please explain how:

The MAP will build on performance measures recommended by the state's Smart Mobility Framework, and will develop additional performance metrics to ensure that solutions are cost effective, progress is made toward goals, and benefits brought by advanced technologies and innovations are equitably shared by diverse communities.

Policies and Programs that Promote Health and Health Equity

Please explain how:

By developing a multi-modal network that encourages physical activity, social interaction, improves safety and reduces pollution, a multitude of interrelated environmental and health co-benefits can result. The challenges to be addressed by the MAP disproportionately impact DACs, therefore most solutions will also target these communities.

Please identify the Grant Program Overarching Objectives (Grant Application Guide, Page 4) that the proposed transportation planning grant project will address. Select all that apply and provide an explanation.

- Sustainability** – Promote reliable and efficient mobility for people, goods, and services, while meeting the State’s GHG emission reduction goals, preserving the State’s natural and working lands, and preserving the unique character and livability of California’s communities.

Please explain how:

The MAP will provide a roadmap for the City to implement a smart, multi-modal transportation network that supports car-free living, clean fuel vehicles, enhanced access to safe reliable mobility choices, and equitable application of new technology by strategically locating Mobility Hubs and planning for innovative transportation options.

- Preservation** – Preserve the transportation system through protecting and/or enhancing the environment, promoting energy conservation, improving the quality of life, and/or promoting consistency between transportation improvements and State and Local planning growth and economic development patterns.

Please explain how:

Guides creation of more sustainable mode choices, identifies locations for multimodal Mobility Hubs that increase access to transit, alternative fuels and safe active transportation infrastructure that result in improved environmental and community health outcomes, and help equitably spread technology to improve quality of life.

- Mobility** – Increase the accessibility of the system and mobility of people and freight.

Please explain how:

Strategically locates Mobility Hubs to optimize access sheds, make existing services more efficient, consider how technology and shared economy can alleviate congestion and parking demand, and better connect residents to a range of mobility choices, data, and technology, and seamlessly integrate across modes to facilitate linked trips.

- Safety** – Increase the safety and/or security of the transportation system for motorized and active transportation users.

Please explain how:

Will leverage existing collision data in coordination with local law enforcement, in addition to the pending Systemic Safety Analysis Report, to identify key safety issues for all modes and users, and consider how best to leverage infrastructure investments alongside innovation and technology to develop solutions.

- Innovation** – Promote the use of technology and innovative designs to improve the performance and social equity of our transportation system and provide sustainable transportation options.

Please explain how:

Innovation is at the core of the MAP. This project will take a comprehensive look at the mobility system in its entirety to identify, define, and prioritize discrete projects, plans, and policies enabling the City to take a modern approach to solve mobility challenges and implement a multi-modal, technology infused, and equitable Smart Mobility system.

- Economy** – Support the economic vitality of the area (i.e. enables global competitiveness, enables increased productivity, improves efficiency, increases economic equity by enabling robust economic opportunities for individuals with barriers to employment and for Disadvantaged Business Enterprises, etc.).

Please explain how:

Identifies projects to increase access to vital resources, such as medical care, healthy foods, education and jobs, especially for low-income families and Seniors, while also aiming to reduce unproductive travel time. Develops relationships with new/emerging economies, innovative start ups, and other potential P3s to deploy technologies.

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- Health – Decrease exposure to local pollution sources, reduce serious injuries and fatalities on the transportation system, and promote physical activity especially through transportation means.

Please explain how:

Identifies key projects, programs, and policies to develop increased multi-modal alternatives, support clean fuel vehicle infrastructure, encourage biking, walking and shared mobility, and innovations and technology to reduce negative impacts from transportation and make mobility system safer for all modes and users.

- Social Equity – All of these overarching objectives should promote transportation solutions that focus on and prioritize the needs of communities most affected by poverty, air pollution and climate change, and promote solutions that integrate community values with transportation safety and performance while encouraging greater than average public involvement in the transportation decision making process.

Please explain how:

Building on existing relationships, will conduct extensive stakeholder and community outreach, including a stakeholder working group, "RoadMAP" mobile workshops, webpage, online surveys, social media, and engaging outreach videos. The City is deeply committed to ensuring transportation investments equitably benefit residents.

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SUSTAINABLE COMMUNITIES GRANT APPLICATION

1. Project Description (100 words maximum) (15 points): Briefly summarize project.

The Mobility Action Plan will advance city-wide Smart Mobility education and project implementation by leveraging the state's Smart Mobility Framework and Smart City principals. The Plan will include extensive stakeholder outreach; develop equitable multi-modal "Mobility Hub" locations through conceptual design; prioritize key enabling projects (both near- and long-term) to integrate new mobility and technology (including shared, electric, connected, and autonomous vehicle infrastructure); and position top-ranked projects for funding/implementation. The goal is to jumpstart innovative mobility pilots, partnerships and projects that increase safe active, linked multi-modal trips, directly supporting improved community health outcomes, reduced VMT/GHG, and progress toward regional/State climate goals.

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SUSTAINABLE COMMUNITIES GRANT APPLICATION

2. Project Justification (Do not exceed the space provided.) (25 points): Describe the problems or deficiencies the project is attempting to address, as well as how the project will address the identified problems or deficiencies. Additionally, list the ramifications of not funding this project.

West Sacramento has many barriers to overcome to develop a smart, multi-modal transportation network. Generally, the City currently lacks a range of transportation options, resulting in high auto-dependency and poor transit ridership, especially in low-density suburbs where the City's highest levels of VMT are produced. Fixed-route transit ridership in the City has declined significantly in the last five years, yet costs per rider have grown. While 91% of all West Sacramento commuters live within a half mile of transit, only 2% take transit. The City is a leader in accommodating smart growth, both current and planned, yet its dense, transit-oriented developments in the Riverfront Districts are currently outpacing necessary supportive transportation options to enable car-free living, which has also resulted in parking demand conflicts as metered parking has been introduced to the area.

SACOG projects that West Sacramento will accommodate more than half of Yolo County's growth through 2035, with population expected to increase by 74% (53,000 to 88,600) and employment doubling (53,600). Without intervention, anticipated population growth would result in extreme congestion on local roadways, as West Sacramento serves as a gateway to the region's major employment centers in Downtown Sacramento. Importantly, the City has served as a leader in innovation and Smart Growth in the region. However, new and innovative mobility and technology solutions continue rapidly evolving, the pace of change makes it difficult for a small 3-person transportation planning team to maintain staff capacity and expertise related to Smart City best practices, let alone compete for resources for implementation. The MAP would build staff capacity to continue defining and implementing Smart Mobility projects both today and well into the future.

Although rich in diversity, the City experiences a severe concentration of DACs in the older neighborhoods located in the northern half of the City. These communities are disproportionately impacted by severe and fatal collisions, crime, traffic congestion from commuters and goods movement, exposure to poor air quality, proximity to freeways and freight corridors, and poor access to high quality goods and services. Recent surveys conducted as part of the Age-Friendly Action Plan revealed that Seniors view transportation as the top barrier to accessing vital amenities like healthcare, grocery stores, and senior recreation activities. Regarding safety, 12 out of 14 traffic fatalities involving a bicyclist or pedestrian over the past 5 years have occurred in disadvantaged communities in the northern portion of the City. The City has made great efforts to increase safe and supportive multi-modal infrastructure. Regional bike share stations were rolled out as a soft preview in Spring 2017, and the City has implemented multiple bike, pedestrian and roadway improvements to improve safety and encourage active transportation, including ongoing design of roadway safety improvements along West Capitol Ave, a primary corridor for conflicts, and a pending Systemic Safety Analysis Report that will identify engineering solutions tailored to safety issues where conflicts have been concentrated in the north half of the City. The MAP will go beyond traditional engineering and infrastructure solutions to begin identifying technologies that can improve road safety for all users, while also planning for new mode choices that will help reduce vehicular traffic. The City has also initiated early actions of the MAP, including traditional fixed route streamlining to enhance service to Downtown Sacramento, increasing from hourly to twenty minutely service, as well as planning for the launch of a highly innovative 1-year city-wide, on-demand, microtransit service in partnership with Via Transportation Inc., a New York based transportation Network Company (TNC).

The MAP will enable the City to access experts to help analyze travel data collected from the Pilot, as well as identify additional innovative pilots to test mobility models with the potential to provide enhanced mobility that reduces VMT, GHG and encourages, active and multi-modal linked trips. The MAP is critical to furthering momentum of the Via Rideshare project and other shared mobility. Without funding for the MAP, the City will not have staff capacity to conduct the level of public outreach needed to make the MAP a truly community driven document, and may miss out on significant opportunities to secure funding for implementation of projects that would otherwise not be project-ready. The City is determined to continue serving as a leader in innovation for the Sacramento region. Funding the Mobility Action Plan will ensure that the City is able to continue serving as a testing ground for new mobility models and technologies that can provide a range of safe, equitable, sustainable mode choices.

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3. Grant Specific Objective (Do not exceed the space provided.) (30 points): Explain how the proposed project addresses the grant specific objective of the Sustainable Communities grant program: to encourage local and regional multimodal transportation and land use planning that furthers the region's RTP SCS (where applicable), contributes to the State's GHG reduction targets and other State goals, including but not limited to, the goals and best practices cited in the 2017 RTP Guidelines, addresses the needs of disadvantaged communities, and also assists in achieving the Caltrans Mission and Grant Program Overarching Objectives (Grant Application Guide, Page 4).

This project's alignment with state and regional goals is evidenced by an outpouring of support, include letters of support from Senator Pan (D6), Assemblymember McCarty (D7), and the CEO of SACOG, in addition to several county and local agencies and community-based organizations. The West Sacramento Mobility Action Plan (MAP) is in direct alignment with all objectives of the Sustainable Communities Grant Program, the SACOG MTP/SCS, and other State goals (AB32/SB375) that generally aim to equitably develop more sustainable and efficient transportation systems. The MAP will identify what actions the City must take to create viable alternative mode choices that reduce emissions and both support and enable significant planned TOD and urban infill projects throughout the City. This project will consider the transportation network in its entirety to determine how technology and innovation could be applied across modes, sectors, and users to make it safer and more efficient, reduce economic and environmental costs, increase accessibility, foster social equity, and encourage active, healthy, and connected lifestyles.

The MAP will help implement the SACOG MTP/SCS, which focuses a majority of the region's future smart growth in Center and Corridor Communities (typically higher density, compact, mixed-use, and multi-modal development). About half of the projected growth in Centers and Corridors will be located in new infill and redevelopment projects in the Bridge District in West Sacramento and the Railyards and Downtown in Sacramento. In order to support this type of development, the City must create a mobility system that mutually reinforces these smart growth principals and enable residents in emerging neighborhoods to transition to less auto-dependent lifestyles.

The first components of the MAP will include identifying deficiencies in the mobility system with extra consideration and outreach to the City's disadvantaged communities. Creative and effective outreach and engagement, including mobile "RoadMAP" workshops, will ensure residents who are usually not heard from get a chance to share their challenges, as well as their vision for the future of mobility in West Sacramento. A stakeholder working group inclusive of key partner agencies, advocacy and community based organizations will be convened to provide guidance. Extensive online outreach will be available for those who can't attend project events in person.

Inclusive of Caltrans and SACOG staff as strategic partners in the MAP development, the City will continue building on existing relationships by actively collaborating with key stakeholders, including WALKSacramento, the Sacramento Area Bicycle Advocates (SABA), the Broderick Bryte Community Action Network (BBCAN), advocates and members of the Senior community including AARP, Yolo County Health and Human Services, Yolo County Transportation District, local schools, and the Chambers of Commerce. The City will also leverage emerging relationships with Social Bicycles (SoBi), the region's pending Bikeshare vendor, and Via, the City's Pilot Rideshare partner, as well as resources derive from new membership in the Transportation for America (T4A) Round 2 national Smart Cities Collaborative.

As part of the MAP development, the City will create a Mobility Hubs Strategy to guide the location and conceptual design of multi-modal centers where a multitude of modes will be convened, ranging from park-and-rides, EV charging stations, and high frequency transit, to carshare, ride-hailing and rideshare services, bike parking and bike share stations. But beyond helping to plan for a diverse mobility ecosystem, the MAP will also take a closer look at secondary and tertiary infrastructure, policy, and process linkages to better understand how and when technology could assist local governments in implementing more efficient and sustainable transportation plans and investments.

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Grant Specific Objective (Continued - Do not exceed the space provided.)

In addition to the Mobility Hubs Strategy, the MAP will develop a Smart Mobility Readiness Plan that goes beyond simply identifying large scale technology projects. The MAP will result in a game plan that also identifies enabling projects and opportunities, and all of the steps in between that will be required for the City to realize its Smart City vision. For example, the MAP will evaluate City processes and policies to ensure technology solutions are considered at key stages in planning and development, and may consider how procurement processes could be improved to stimulate greater innovation that ultimately spurs increased competition and cost effectiveness.

Supportive infrastructure considerations may look at City policies related to curb space designations to understand how to better accommodate growing ridesharing services, and could also explore how parking lots and garages may be impacted by anticipated autonomous and shared vehicles. Integration of sensors and advanced detection in existing roadway infrastructure and even on vehicles can help reduce traffic collisions, especially in areas where bikes and pedestrians share the road with large trucks. This effort will also explore how best to support the advancement of alternative fuels and technologically advanced modes, including electric, hydrogen fuel cell, connected and autonomous vehicles. West Sacramento proudly calls itself home to the only hydrogen refueling station in the region, and will be actively collaborating with the California Fuel Cell Partnership to inform such considerations in the MAP.

Other potential outcomes of the Smart Mobility Readiness plan will include projects and programs that support social equity. For example, the smartphone applications that enable users to seamlessly locate, compare, book, and access various modes would make it easier to link multi-modal trips, and targeted outreach programs to increase technological literacy, especially among Seniors, could dramatically improve quality of life for residents by making it easier to access important daily needs and creation greater social interaction and cohesion.

As illustrated here, the MAP is not just a transportation plan. It will serve as an implementation tool that identifies specific plans, policies, and projects the City can undertake to create new alternative mode choices and inject the mobility system with technology to reduce auto-dependency and associated negative externalities while improving social equity and community health outcomes and generally improving quality of life for all residents. The MAP will go beyond any standard transportation planning process the City has engaged in to-date to hasten the implementation of technology and supportive infrastructure that will be critical in catapulting the City toward integration of advance mobility models that could have dramatic impacts toward reducing strain on the existing roadway network, eliminating emissions and pollutants, and enabling West Sacramentans to participate in mode choices that are healthier for them and the environment.

This planning document will result in actionable projects that the City intends to implement and develop, and will also help to broadly define a role for local government in leveraging new and emerging transportation models to improve the mobility system. Ultimately, the MAP will function as a unifying document that synthesizes all of the City's efforts to develop a multi-modal transportation network and adds a modern, smart mobility lens through which 21st century technology and innovation can help identify additional opportunities to make transportation cleaner, healthier, safer, more efficient, and less costly. By beginning to forge a path into the future of mobility, the City hopes to better anticipate and mitigate potential impacts from new technologies on disadvantaged and vulnerable communities.

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4. Project Management (30 points)

- A. Scope of Work in required Microsoft Word format (15 points)
- B. Project Timeline in required Microsoft Excel format (15 points)

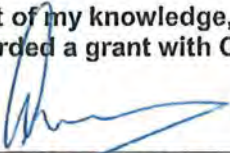
See Scope of Work and Project Timeline samples and checklists for requirements (Grant Application Guide, Pages 48-54), also online at: <http://www.dot.ca.gov/hq/tpp/grants.html>

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Application Signature Page

If selected for funding, the information contained in this application will become the foundation of the contract with Caltrans.

To the best of my knowledge, all information contained in this application is true and correct. If awarded a grant with Caltrans, I agree that I will adhere to the program guidelines.



Signature of Authorized Official (Applicant)

 DENIX AMBIAH
Print Name

 PUBLIC WORKS DIRECTOR
Title

 02/23/18
Date

Signature of Authorized Official (Sub-Applciant)

Print Name

Title

Date

Signature of Authorized Official (Sub-Applciant)

Print Name

Title

Date

SCOPE OF WORK

City Of West Sacramento Mobility Action Plan (MAP)

The City of West Sacramento is regionally well-known as a leader in implementing plans and projects that support sustainable growth patterns and reduce greenhouse gas emissions. As clearly demonstrated below, the City is now extremely well-poised to embark on the development of a truly 21st century mobility system. The proposed Mobility Action Plan (MAP) would serve as a catalyst to enable multi-modal and transit oriented developments, leverage technology to make the mobility network more efficient and safe, and develop a framework for other small and growing cities to build from.

The West Sacramento Mobility Action Plan (MAP):

Now is an opportune time for the City to develop the Mobility Action Plan. In addition to recently completing or nearing completion of multiple mobility related plans and initiative, the interconnected, simultaneously emerging technologies of autonomous vehicles (AVs), e-commerce, alternative fuels (EVs, fuel cells) and sharing economies have the potential for major impacts. These innovations, paired with multi-modal Mobility Hubs, have the potential to affect land use, land valuation, development sprawl, social equity, labor, urban vitality, and more. The West Sacramento MAP is an effort to develop a new framework for transportation planning, which builds on existing comprehensive and multi-modal planning to begin examining the role of technology and innovation in the transportation planning process, as well as local government's role in providing, integrating, incentivizing and supporting emerging technology.

The MAP will provide a blueprint to guide transportation investments that support West Sacramento's goals to become a Smart and Sustainable City by strategically identifying key enabling projects and policies necessary to develop a 21st century mobility system. In tandem, the MAP will also coordinate transportation with land use, considering how best to develop the mobility network in stride with evolving areas of the city to create comprehensive, integrated, and context-sensitive travel options for current and future residents. The MAP will build directly from the State's Smart Mobility Framework (Caltrans, US EPA, CA OPR) with added emphasis on new/shared mobility to translate Smart Mobility Principals into practice.

Specifically, the MAP will inventory the existing mobility system, synthesize existing plans and studies, and conduct innovative outreach to develop tailored, data-driven recommendations on where to implement key planning, infrastructure, and policy changes that will be effective in offering residents more sustainable and desirable transportation choices. These recommendations will help the City to define roles for shared mobility services such as ridesharing and carshare, to site and design multi-modal "Mobility Hubs" at strategic locations, and to identify opportunities for integrating new and emerging transportation technologies, including electric, connected, and autonomous vehicle infrastructure.

This process will provide a comprehensive look into the future of mobility for West Sacramento. The MAP will be used as an implementation tool by providing a catalogue of well-defined and prioritized transportation projects and initiatives for the City to leverage when seeking funding. It is the City's intent that once the MAP is complete, the resulting project list and recommendations will lead directly to implementation and development, beginning with the top prioritized projects. The resulting MAP action items will allow the City to jump start changes that can make the transportation system more sustainable, better anticipate and mitigate potential negative impacts on vulnerable communities, and expand access to new technologies and mobility options.

Local Context

Occupying roughly 23 square miles, the City is located directly adjacent to Downtown Sacramento, the region's urban core and job center, and serves many vital connections to the cities of Woodland and Davis, including a significant exchanges of students, residents, and employees from UC Davis. As of 2016,

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the City had a diverse population of approximately 53,000, of which roughly half are located in disadvantaged communities.

West Sacramento is a City in flux, and is well-known as one of the most rapidly urbanizing areas in the region. Following its incorporation in 1987, the City has continued to grow into a vibrant community with a wide range of housing types and densities, commercial and industrial areas, parks and open space. Historically, growth and development generally favored low-intensity and auto-dependent suburbs. However, the city is at a major crossroads as the new 2035 General Plan focuses the city's future growth within existing city limits. The Sacramento Area Council of Governments (SACOG) Metropolitan Transportation Plan and Sustainable Communities Strategy (MTP/SCS) forecasts that by 2036, population, jobs, and housing in West Sacramento will nearly double, with expected growth of roughly 38,500 people, 16,000 residential units, and 30,000 new jobs.

A significant portion of this growth is planned in the City's Riverfront Districts, where new development will add 7,500 new residential dwelling units and 8.3 M square feet of commercial and retail space. The City envisions the riverfront as a dense, transit oriented urban center where car-free living is a safe and easy choice to make. As growth rapidly emerges here, residential developments with reduced parking supply has outpaced the introduction of urban mobility alternatives, resulting in significant parking demand challenges as residents continue to rely on cars. To realize the sustainable development goals of the MTP/SCS and enable car-free living, the City must conduct a modern and holistic re-evaluation of the mobility network to ensure that it adequately supports this type of planned growth.

Leaders in West Sacramento realize the multitude of benefits that multi-modal transportation options and emerging technologies can provide to residents of all ages, abilities, and incomes. This realization has allowed the City to formulate catalytic transportation changes, such as the pending development of the Downtown-Riverfront Streetcar and Bike share projects in partnership with Sacramento, the adoption of a highly progressive Mobility Element, and a Pilot Rideshare/Microtransit service which is currently under development as a directly related, but separately funded, component of the Mobility Action Plan.

Concurrent Pilot Rideshare/Microtransit Service

The Pilot Rideshare/Microtransit service will deploy a 1-year on-demand, ride-pooling service working with a Via, a private industry leader in ridesharing, to provide curb-to-curb service anywhere in the City for a flat fare. Free and discounted rides may be provided to and from transit hubs and large trip generators to encourage more efficient mode choices. Users of the service will benefit from a transit alternative that competes with driving alone, yet helps reduce VMT by continuing to pool riders in right-sized vehicles. Rides can be hailed using a Smartphone app, and accommodation will be provide for ADA, unbanked, and non-smartphone users as well. With assistance from UC Berkeley Transportation Sustainability Research Center in monitoring the Pilot's performance, the City will collect valuable travel behavior data from this Pilot which will directly inform the analyses and recommendations of the Mobility Action Plan.

This Pilot truly exemplifies the types of pioneering projects that the City hopes to leverage and implement more of by developing the Mobility Action Plan. Regionally, the City believes that by integrating a diverse mobility ecosystem with game-changing technologies, multiple transportation challenges can be addressed. By converting single-occupant trips to active, clean-fueled, shared and connected mobility trips, West Sacramento's future will be socially, environmentally, and economically more sustainable.

[RESPONSIBLE PARTIES:]

In partnership with Caltrans, the City of West Sacramento proposes to perform this work with consultant assistance. Contingent upon being awarded funding, the City will procure said consultant services through a competitive solicitation process in accordance with Caltrans procurement guidelines. The City does not

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anticipate any significant changes to the scope or included cost estimates, however minor adjustments may be made to accommodate for the scope of work submitted by the selected Consultant. In the case that modifications are made to the scope, the City will not exceed the grant request amount or will identify additional local funds to accommodate any resulting discrepancies.

OVERALL PROJECT OBJECTIVES:

Produce a Mobility Action Plan (MAP) to guide transportation investments over time that provide residents of all ages and abilities with safe and sustainable choices in how they connect to and move around the city; to identify key enabling Smart Mobility projects that will catalyze the development of a smart, multi-modal mobility system and integrate new and emerging technologies for all transportation sector activities, including shared, electric, connected, and autonomous vehicle infrastructure; and develop a lasting framework for expedient implementation and ongoing integration of multi-modalism, technology and innovation into the transportation planning process.

The Mobility Action Plan will advance city-wide Smart Mobility education and project implementation by leveraging the state's Smart Mobility Framework and Smart City principals. The Plan will include extensive stakeholder outreach; develop equitable multi-modal "Mobility Hub" locations through conceptual design; prioritize key enabling projects (both near- and long-term) to integrate new mobility and technology (including shared, electric, connected, and autonomous vehicle infrastructure); and position top-ranked projects for funding/implementation. The goal is to jumpstart innovative mobility pilots, partnerships and projects that increase safe active, linked multi-modal trips, directly supporting improved community health outcomes, reduced VMT/GHG, and progress toward regional/State climate goals.

1. PROJECT INITIATION & ADMINISTRATION

Task 1.1 Project Kick-Off Meeting with Caltrans Staff

The City will hold a kick-off meeting with Caltrans to review the approved application, finalize the project scope and schedule, and discuss projects expectations, to include project reporting, invoicing, and communication of relevant project information.

- **Responsible Party:** City of West Sacramento/Caltrans

Task 1.2 Consultant Procurement

The City will develop a Request for Proposals (RFP) document and will administer a competitive solicitation process to evaluate and select a qualified consultant firm to support the development of the Mobility Action Plan. Caltrans staff will be invited to serve on the Evaluation & Selection Panel to support active participation and coordination.

- **Responsible Party:** City of West Sacramento

Task 1.3 Consultant Kick-off Meeting

The City will hold a meeting to review the selected proposal, finalize the project scope and schedule, and discuss project team expectations.

- **Responsible Party:** City of West Sacramento/Consultant

Task 1.4 Invoicing & Quarterly Reporting to Caltrans

The City will submit quarterly invoices and progress reports in accordance with Caltrans requirements and using appropriate Caltrans invoice and reporting templates, including necessary documentation of all

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Consultant and Subconsultant activities. All expenses will be accurately categorized by Task and Subtask and will include updates on progress made toward each respective deliverable.

- **Responsible Party:** City of West Sacramento

Task 1.5 General Project Administration

The City will manage all aspects of the project, including management of the consultant team and all related work products and deliverables, responding to community and/or elected officials' questions, communicating and coordinating project detail interdepartmentally, and ensuring project progress abides by the agreed upon scope and timeline.

- **Responsible Party:** City of West Sacramento

Task 1.6 Stakeholder Working Group

The City will develop a Stakeholder Working Group (the group) comprised of relevant local leaders and community based organizations to provide ongoing review and feedback at key project milestones. The City will coordinate and administer bi-monthly meetings to provide information to, and solicit guidance and input from the group. The Consultant will assist the City in determining the most efficient and effective approach to developing the stakeholder working group. In addition to City staff, the group may include, but is not limited to, members of the Transportation, Mobility, and Infrastructure (TMI) Commission, the Traffic Committee, Caltrans, Yolo County Health and Human Services, Yolo County Transportation District (YoloBus), Yolo Solano Air Quality Management District (YSAQMD), WALKSacramento, Sacramento Area Bicycle Advocates (SABA), Bryte and Broderick Community Action Network (BBCAN), Social Bicycles (SoBi, Regional Bikeshare vendor), Via Transportation Inc. (Rideshare Service), Washington Unified School District (WUSD), Los Rios Community College, UC Davis Institute for Transportation Studies, West Sacramento Chamber of Commerce, Sacramento Area Council of Governments (SACOG), California Fuel Cell Partnership, American Association of Retired Persons (AARP), and the ADA community.

- **Responsible Party:** City of West Sacramento/Consultant

Task 1.7 Performance Measurement Framework

The Consultant will work with the City Project Manager to develop key performance goals and metrics at the outset of the Mobility Action Plan development for the City to monitor progress over time.

- **Responsible Party:** Consultant/City of West Sacramento

Task	Deliverable
1.1	<i>Agenda, Minutes, and Meeting Materials; Final Project Scope & Schedule</i>
1.2	<i>RFP Document, Approved Consultant Contract</i>
1.3	<i>Agenda, Minutes, and Meeting Materials; Final Project Scope & Schedule</i>
1.4	<i>Invoicing & Quarterly Reports Project</i>
1.5	<i>Administration & Documentation</i>
1.6	<i>Stakeholder Working Group Roster; Agenda, Minutes, and Meeting Materials</i>
1.7	<i>Performance Goals & Metrics</i>

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2. COMMUNITY OUTREACH & ENGAGEMENT

Task 2.1 Community Outreach Framework

The Consultant will assist the City in the development of a Community Outreach Framework outlining the selected approach to community engagement throughout the project. The framework will detail key outreach events, timelines, social and traditional media strategies, and language/translation needs, among other elements. The City is looking for innovative and effective ways to integrate community input into the MAP process. The Consultant will assist the City in identifying alternative ways to solicit meaningful input from community members and relevant stakeholders at key milestones in the process. Non-traditional outreach methods are encouraged to obtain input from hard-to-reach communities.

- **Responsible Party:** Consultant

Task 2.2 Project Webpage & Social Media

The City will work with the Consultant and the Stakeholder Working Group to develop an engaging project webpage and social media presence to provide up-to-date study information while soliciting feedback in-between meetings. The project website provides a single location for study announcements, updates, contact information, meeting results, project deliverables, and links to outreach elements (ie – surveys, comment forms, etc.). Social media will supplement this by providing frequent updates and link users to the project website. The City will host the project webpage on the City webpage, and will work with the Consultant to develop, refine, and post content. The Consultant will assist in the development of project branding, infographics, and other outreach elements to be included on the webpage.

- **Responsible Party:** City of West Sacramento/Consultant

Task 2.3 Community Survey Development

The Consultant will work with the City to develop, refine, and deploy a community survey to help inform the MAP vision, goals, and objectives; understand existing barriers to mobility; explore resident propensity toward various new and emerging transportation modes and technologies. The survey is meant to engage residents by stimulating their vision for the future of the City's mobility network and will help identify viable alternatives, as well as opportunities for additional educational and awareness campaigns. It will be distributed by paper, by email, on social media, and via the City's website.

- **Responsible Party:** Consultant

Task 2.4 Community Workshops

The City will lead three (3) community workshops at key milestones to solicit feedback and communicate interim findings and outcomes from the MAP development process. Workshops will be advertised using recommendation produced in the Outreach Framework Report, and will feature translated materials where appropriate. The Consultant will assist the City in the coordination and production of all workshops and related materials, and in recording stakeholder feedback.

- The first phase of outreach will focus on soliciting input from stakeholders to help inform the MAP vision, goals and objectives. This will include educating stakeholders about the Mobility Hub concept, as well as soliciting early feedback and reactions to various new and smart mobility models. The community will be ask to identify potential Mobility Hub locations and participate in a prioritization exercise to identify the types of modes, technologies, and design characteristics desired by stakeholders at Mobility Hub locations.

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- The second round of workshops will focus on refining the community's vision for West Sacramento's future mobility network by presenting a variety of technological applications and new mobility concepts. Community members will be presented the recommended Mobility Hub locations. This event will also emphasize the benefits of a multi-modal mobility system and the potential solutions offered by technology and other innovative models. Attendees will be asked to help develop ideas for how to improve transportation with technology.
 - The third round of workshops will present the Mobility Hub Strategy and the Smart Mobility Recommendations and will seek to ensure that recommendations are broadly supported by diverse community members. This workshop will demonstrate to the community how their feedback has helped to shape these interim plans and will conduct a final brainstorm to provide an opportunity for input into the MAP recommendations.
- **Responsible Party:** City of West Sacramento/Consultant

Task 2.5 "RoadMAP" Mobile Workshops

A core outreach strategy will utilize pop-up or mobile workshops, allowing integration with existing events, rather than creating siloed outreach efforts, and meeting residents at locations that they already frequent. The Consultant will assist the City in developing a highly interactive, simple, pop-up approaches and exercises that can ensure the outreach campaign receives input from disengaged and underrepresented users of the mobility system from all areas of the City. The purpose of focusing on mobile workshops, rather than a static location, is to engage as diverse of a population as possible, including diverse geographies. Generally, mobile workshops will serve as the primary forum for presenting preliminary concepts and alternatives to inform the Mobility Hubs Strategy and Mobility Action Plan recommendations. Ideas include Farmer's Markets, the West Sacramento Recreation Center, events at Raley Field and the Barn, Southport Town Center, and other well-attended community events.

- **Mobility Hubs RoadMAP Mobile Workshop Two** (2) of the mobile workshop events will be larger, coordinated efforts that convene multiple mobility services at recommended Mobility Hub locations. These events would be intended to both educate residents on mode choices, provide an opportunity for residents to test out new options, and solicit input on the Mobility Hubs concept in the field. Mode choices available at the events may include busses, rideshare vendor(s) including the City's Pilot Microtransit service, bikeshare, electric bikes, car share, alternative fuel vehicles, and autonomous vehicles, as well as examples of wayfinding signage, trip planning applications, and other technologies.

The Consultant will lead the coordination and implementation of the RoadMAP Mobile Workshops with assistance from the City in up to ten (10) locations total.

- **Responsible Party:** Consultant/City of West Sacramento

Task 2.6 Stakeholder, City Council & Commission Workshops

The City will conduct workshops with the Stakeholder Working Group, the Transportation, Mobility, and Infrastructure Commissions and the City Council at key stages of the Mobility Action Plan Development with a primary focusing on soliciting feedback and approval for the Vision, Goals, & Guiding Values of the Mobility Action Plan. Additional input will be collected to inform the Mobility Hubs Analysis, Technology Readiness Plan, and MAP recommendations.

- **Responsible Party:** City of West Sacramento

Task 2.7 Vision, Goals, & Guiding Values Development

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The Consultant will assist the City in developing, refining, and communicating the final Vision, Goals, and Guiding Values of the Mobility Action Plan, which will be shaped by stakeholder input received and approved by City Council. Consultant will include a summary of how the MAP principals relate to and reinforce the West Sacramento General Plan, the SACOG Metropolitan Transportation Plan and Sustainable Communities Strategy (MTP/SCS), and other State transportation, social, and environmental goals. This will be included as a section in the final MAP document.

- **Responsible Party:** Consultant/City of West Sacramento

Task 2.8 Educational & Outreach Videos

A Consultant will work closely with the project development team and City communications staff to develop up to two (2) highly engaging promotional videos that will serve to educate community members about the project and compel them to provide feedback on how they would like to see the mobility system grow in the future to best meet their needs. The videos will be heavily circulated through social media, posted on the City project webpage, and featured as a news item on the City iLights. The videos will also be used to introduce concepts at workshop, RoadMAP events, and will provide highly accessible and easy to share information about the project to other interested stakeholders, including information on how to get more involved.

- **Responsible Party:** Consultant/City of West Sacramento

Task 2.9 Ongoing Communication & Outreach Materials

The Consultant will assist the City in the development, refinement, production, and distribution of various materials to be used for ongoing stakeholder outreach, which may include flyers, brochures, infographics, brand development, story maps. The City will respond to ongoing questions or requests for information from community members or other interested parties related to the Mobility Action Plan.

- **Responsible Party:** Consultant/City of West Sacramento

Task 2.10 Outreach Summary

The Consultant will provide a document summarizing the outreach efforts included under this task. Interim summaries of major outreach events will be provided throughout the MAP development process, and a comprehensive summary will be prepared for inclusion in the Draft MAP. This will also be included as a section in the final MAP document.

- **Responsible Party:** Consultant

Task	Deliverable
2.1	<i>Outreach Framework Memo</i>
2.2	<i>Project Webpage; Social Media posts</i>
2.3	<i>Community Survey</i>
2.4	<i>Up to three (3) Community Workshops including all materials, meetings notices, exhibits, photos, and summary of comments received</i>

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2.5	<i>Up to ten (10) RoadMAP Mobile Workshops, including up to two (2) Mobility Hub focused events, and including all materials, meetings notices, exhibits, photos, and comments summary</i>
2.6	<i>Commission & City Council Agenda Reports and summary of comments received</i>
2.7	<i>Adopted Vision, Goals, and Guiding Values</i>
2.8	<i>Up to two (2) Outreach Videos</i>
2.9	<i>All outreach materials</i>
2.10	<i>Outreach Summary Memo</i>

3. MOBILITY NETWORK ANALYSIS

Task 3.1 Relevant Document Review

The Consultant will conduct a review of all appropriate documents to establish a foundational knowledge of the City's current transportation network, and related plans, projects, programs and policies that support or should support the development of the Mobility Action Plan. This will include not only plans that directly relate to transportation, but will extend to the municipal code, city standards, and design guidelines, including parks and recreations, parking regulations, land use and growth policies, transportation demand strategies, development regulations and agreements, and citywide zoning. In addition, the Consultant will work with City staff to fully understand existing street design, evaluation and implementation practices across applicable City divisions, as well as curb management practices. The Caltrans Sustainable Mobility Framework will also be reviewed and referred to as a supporting guidepost. This task will ensure that existing work is leveraged and that the MAP is in alignment with existing City, Regional, and State goals and efforts, where appropriate, and will be utilized to identify potential action items to be recommend in the final Mobility Action Plan (ie – policy development or reform, code amendments, etc.).

- **Responsible Party:** Consultant

Task 3.2 Data Collection & Gaps Identification

The Consultant will work with the City to collect all relevant existing data and identify, prioritize and collect a select set of additional data. Existing data to be leveraged will include traffic volumes, intersection turn movements, safety and collision data, YoloBus ridership, 5-Year American Communities Survey (ACS) data, Bike/Ped Level of Stress, preliminary Bikeshare usage data, and community feedback received through related outreach efforts at the City and partner agencies related to mobility barriers and opportunities. The Consultant will also work with the City to identify data needs and gaps related to all aspects of the Mobility Action Plan Development, including the Mobility Hubs Analysis and Technology Readiness Plan. The Consultant will assist the City in prioritizing and collecting remaining data necessary to conduct MAP analyses and make project recommendations, and may also identify non-vital data collection efforts that should be included as action items resulting from the MAP.

- **Responsible Party:** Consultant

Task 3.3 Multi-Modal Inventory & Gaps Analysis

The Consultant will develop an inventory of existing and potential transportation mode choices and supportive infrastructure. Much of this task will require synthesizing existing data from across multiple documents and sources to develop a comprehensive understanding of the mobility network. Data from

SCOPE OF WORK

preceding subtasks and from outreach conducted in Task 2 should be leveraged to identify key barriers deterring multi-modal transportation in the City, including safety, infrastructure, lack of choice, first/last mile issues, or others. This may include aggregating barriers and gaps already identified in preceding plans and outreach efforts. In addition, the Consultant will note any gaps observed in regard to internal City processes, plans, projects, or policies that present opportunities to better integrate multi-modalism and leverage technology to improve circulation. A key function of this task will be to compile gaps and barriers identified across multiple modes, plans, and departments and develop a ranking exercise that will result in a final list of prioritized mobility challenges to be addressed by the MAP. The outcome of this task will serve as a basis for analysis in later tasks.

- **Responsible Party:** Consultant

Task 3.4 Existing Conditions Report

Building directly upon the information collected in the preceding subtasks, the Consultant will develop and refine a Draft Existing Conditions Report. The City will provide one set of internally consistent comments to be integrated by the Consultant into the Final Existing Conditions Report. This task will provide the basis for later analyses and recommendations.

- **Responsible Party:** Consultant

Task 3.5 Pocket MAP

The Consultant will develop a concise and pocket size educational brochure including maps of the existing and future mobility system. A web version will also be made available. The Consultant will use GIS to prepare two (2) maps illustrating first the existing multi-modal demand as constrained by the existing conditions and availability of mode choices, and second, illustrating how demand may shift as increased and alternative mode choices are provided. The maps should include key origins and destinations with symbology depicting variation in mode choice, as well as catchment areas by mode around those locations. Other relevant information on how to access different modes should also be included.

- **Responsible Party:** Consultant

Task	Deliverable
3.1	<i>Document Review Memo</i>
3.3	<i>Database and Data Gaps Memo</i>
3.3	<i>Multi-Modal Inventory & Gaps Analysis Memo</i>
3.4	<i>Draft & Final Existing Conditions Report</i>
3.5	<i>Pocket MAP Brochure and Online Version</i>

4. MOBILITY HUBS ASSESSMENT & RECOMMENDATIONS

Task 4.1 Review Best Practices & Siting Criteria

The Consultant will conduct a comprehensive literature review of best practices related to Mobility Hubs and including a review of hub siting criteria utilized by other cities or agencies. Known references will include the Metrolinx Mobility Hub Guidelines, LA Metro Mobility Hubs, City of Oakland Mobility Hub Suitability Analysis, the SANDAG Regional Mobility Hub Implementation Strategy, and any other emerging

SCOPE OF WORK

and relevant practices. To the extent available, any academic or professional research or data collection conducted to understand the impacts of Mobility Hubs on travel behavior should be included. Consultant should conduct additional research, as necessary, to ensure criteria includes social equity considerations.

- **Responsible Party:** Consultant

Task 4.2 West Sacramento Mobility Hub Siting Criteria & Design Standards

The Consultant will work with the City to develop standard criteria to determine the optimal location and composition for a network of Mobility Hubs throughout the City. This will include developing a tailored working definition of a Mobility Hub. The number of potential Mobility Hub locations will be determined through application of the siting criteria. In addition to geographic location, design standards & guidelines for modal programming should be developed based primarily on the relationship to land use and the existing mobility network. The final deliverable from this task should include a highly accessible infographic that identifies travel catchment areas with standard distances and travel times by modes, as well as recommended mode choices by land use designation (ie – overall look and feel may resemble at traditional rural-to-urban transect graphic). The City will present the proposed criteria to relevant commissions and City Council for feedback and approval.

- **Responsible Party:** Consultant/City of West Sacramento

Task 4.3 Mobility Hubs Analysis & Recommendations

The Consultant will utilize the adopted siting criteria and data collected in preceding tasks to conduct a Mobility Hubs Analysis to determine optimal locations along with multi-modal programming and design recommendations for each. Findings will include a detailed narrative for each proposed location along with an inventory of proposed mobility choices (ie – bikeshare, car share, EV charging, designated rideshare curb space, etc.). Recommended Hub locations will be prioritized for implementation based upon community and stakeholder feedback, consultation with City staff, and information gathered through the Best Practices review.

- **Responsible Party:** Consultant/City of West Sacramento

Task 4.4 Conceptual Design Renderings

The Consultant will produce up to three (3) renderings for the top prioritized Mobility Hubs. Renderings shall be provided in both a high-quality electronic format and as large printed boards for use in outreach initiatives. The Consultant will work with the City to refine the renderings to meet the City's standards. Providing visual examples to the community at outreach events, on the project webpage, and on social media will help build support for multi-modal infrastructure in the City and will be leveraged when the City pursues resources to implement Mobility Hubs at a later time.

- **Responsible Party:** Consultant

Task 4.5 Mobility Hub Implementation Plan

SCOPE OF WORK

The Consultant will develop an implementation plan that provides general guidance on coordination necessary to convene multiple modes, which may include partnerships with private industry or other agencies, but will also provide preliminary scoping and narrative language for up to three (3) mobility hub locations. Where appropriate, cost estimates will be prepared. A brief section of potential financing and resources available to develop multi-modal mobility hubs should also be included. The purpose of this task is to produce a document to help guide the implementation of the ultimate Mobility Hub Strategy.

- **Responsible Party:** Consultant

Task 4.6 Mobility Hub Strategy

The Consultant will produce a Draft Mobility Hub Strategy synthesizing the deliverables from the preceding tasks in Task 4. In addition, the Consultant will include an action agenda indicating supplementary steps the City should take to support the development and implementation of Mobility Hubs throughout the City. The City will provide one round of internally consistent comments. The Consultant will integrate the City's comments into the Final Mobility Hub Strategy. The deliverable from this task will be included as a section in the Final Mobility Action Plan.

- **Responsible Party:** Consultant

Task	Deliverable
4.1	<i>Best Practices & Siting Criteria Memo</i>
4.2	<i>Adopted Siting Criteria & Design Guidelines</i>
4.3	<i>Mobility Hub Analysis & Recommendations Memo</i>
4.4	<i>Up to three (3) Conceptual Design Renderings</i>
4.5	<i>Mobility Hub Implementation Plan</i>
4.6	<i>Draft & Final Mobility Hub Strategy</i>

5. SMART MOBILITY READINESS PLAN

Smart Mobility responds to the transportation needs of residents and businesses, addresses climate change, advances social equity and environmental Justice, supports economic and community development, and reduces per capita vehicle miles traveled. By also considering how best to leverage and integrate new and emerging technologies and innovations, this task will help West Sacramento identify specific policies, programs, and projects it can implement to become a Smart City.

Task 5.1 Smart Mobility & Transportation Technology Assessment

The Consultant will develop a report that will document the general trajectory and evolution of the transportation industry to complement a background section on the history of how West Sacramento's transportation network was develop. The purpose of this section is to establish a narrative about how the City arrived to where it is today before exploring what the mobility network of the future might look like.

The Consultant should comprehensively summarize all efforts on behalf of the City to become a Smart City, leverage technology and employ innovative ideas to improve the transportation system. The

SCOPE OF WORK

Consultant will work with the City to identify key staff to conduct brief and informal interviews to collect this information. The purpose of this task is to establish a baseline for work completed to-date toward the City's goal of developing a Smart mobility system.

In addition, the Consultant will conduct sufficient research to comprehensively catalogue new and emerging transportation trends and technologies that have been or could be applied to assist the City of West Sacramento in addressing key mobility challenges and achieving local, regional, and state goals. The assessment should provide a comprehensive overview of the full range of potential technologies and innovations in transportation planning and operations not currently in use in the City.

- **Responsible Party:** Consultant/City of West Sacramento

Task 5.2 Case Studies & Best Practices Report

The Consultant will identify best practices related to the integration of new and emerging trends and technologies and produce a summary of strategies, projects, programs, and policies implemented in other jurisdictions. Best Practices should be broken into logical categories and should be informed by feedback from Community Workshop #2 as well as RoadMAP Mobile Workshop activities. For each category identified, a Case Study example should be included providing a more in depth narrative on how comparable jurisdictions have leveraged technology to address similar challenges or achieve similar goals. The Consultant will work with the City to identify which best practices should be accompanied by case studies. Case studies should include at a minimum details on concept development, resources necessary (ie – funding, staffing), coordination with other organizations or entities, regulatory or other obstacles, and other information to educate the City on how to successfully leverage innovative models.

- **Responsible Party:** Consultant/City of West Sacramento

Task 5.3 Draft & Final Smart Mobility Recommendations

The Consultant will work with the City (including the Innovation Team) to narrow a list of the most promising trends and technologies for application in West Sacramento. The list will be informed by stakeholder and community feedback received through Task 2 outreach events. The City will present the Preliminary Recommendations to relevant Commissions and Council for input.

The Consultant will then conduct an expert analysis to identify discrete and specific plans, projects, programs and policies that the City should implement to address the key barriers and challenges identified throughout the MAP development process. Additional recommendations shall be made by the Consultant based upon their expertise in studying new mobility paradigms. All recommendations should be categorized based upon the MAP Goals they will help to achieve and should consider both existing and future planned changes to the composition of the City's land uses and transportation network.

- **Responsible Party:** Consultant/City of West Sacramento

Task 5.4 Smart Mobility Implementation Guide

The consultant will develop a report providing detailed guidance on next steps and actions the City must take to prepare for the integration of new mobility and emerging technologies. This report will include a broad discussion summarizing key strategies for implementation, followed by a detailed discussion of each recommendation. The Consultant will also work with the City to develop a phasing strategy that will identify optimal timing (ie – near-, mid-, or long-term action items) for each recommendation, with significant consideration given to synergies and interdependencies across technologies.

SCOPE OF WORK

For up to three (3) top priority, near-term recommendations, the Consultant will work with the City to develop narratives, preliminary scopes of work, and cost estimates to implement each recommendation. Supportive maps, graphics, and data will be compiled, as appropriate, and a list of potential funding sources will be included for each of the three (3) recommendations.

- **Responsible Party:** Consultant/City of West Sacramento

Task 5.5 Smart Mobility Readiness Plan

The Consultant will compile all deliverables produced in the preceding subtask into a single, cohesive report. The Draft Smart Mobility Readiness Plan should provide a highly readable and visually oriented document that provides a clear sense of West Sacramento's direction toward becoming a Smart City and the strategies and action agenda that will guide its efforts. The Consultant will also develop an Executive Summary accompanied by effective infographics to provide a community-friendly document for broad distribution and inclusion on the project webpage. The City will be provided one round of review and the Consultant will integrate comments received into the Final plan. The deliverable from this task will be included as a section in the final Mobility Action Plan.

- **Responsible Party:** Consultant

Task	Deliverable
5.1	<i>Draft and Final Smart Mobility & Transportation Technology Assessment; Notes from Expert Interviews</i>
5.2	<i>Final Case Studies & Best Practices Report</i>
5.3	<i>Draft & Final Smart Mobility Recommendations</i>
5.4	<i>Smart Mobility Implementation Guide Document</i>
5.5	<i>Draft & Final Smart Mobility Readiness Plan</i>

6. DRAFT & FINAL MOBILITY ACTION PLAN

Task 6.1 Mobility Action Plan Outline

The Consultant will work with the City to develop an outline that establishes the overall structure of the Mobility Action Plan. The outline should clearly delineate how the mobility system, its component pieces (modes, infrastructure, policy, etc.), and the interrelationships between them will be addressed. In addition to multiple mode choices (ie – car, bus, bike, rideshare, autonomous vehicle, etc.), the outline will consider how supportive and enabling infrastructure, technologies, policies will be integrated into the final MAP document. Lastly, the Consultant will develop an approach to ensuring that residents of all ages, incomes and abilities are considered throughout the plan. The City will approve the final outline.

- **Responsible Party:** Consultant

Task 6.2 Social Equity Analysis

The Consultant will conduct an evaluation to demonstrate how the Mobility Hubs Strategy and Smart Mobility Readiness Plan, once fully implemented, would improve quality of life and enhance access to the

SCOPE OF WORK

transportation system and opportunities and amenities for disadvantaged communities. This should include a quantitative assessment of how access will change across various modes compared to existing conditions, as well as qualitative discussion of additional co-benefits associated with a smart, multi-modal mobility system, such as improved air quality, increased traffic safety and active transportation, better access to healthcare, and others. A clear relationship should exist between factors considered in the Social Equity analysis and the metrics developed in Task 1.7 Performance Measurement Framework.

- **Responsible Party:** Consultant

Task 6.3 MAP Implementation Plan

The Consultant will include a final MAP Implementation guide compiling deliverables from the Mobility Hub Strategy and Smart Mobility Readiness Plan to provide a comprehensive strategy to develop a smart, multi-modal transportation network. This task should address funding and resource considerations, and any anticipated barriers to implementation.

- **Performance Monitoring Plan** Within the Implementation Plan, the Consultant will also include plans for monitoring performance, building directly from Task 1.7.

- **Responsible Party:** Consultant

Task 6.4 Draft Mobility Action Plan

The Consultant will compile, refine, and finalize a Draft Mobility Action Plan. The City will conduct two rounds of review and internally consistent comments before approving a final plan. The City will present the Final Mobility Action Plan to relevant Commissions and City Council for feedback. The MAP document will bring together the key deliverables from the preceding tasks to develop a single cohesive document that documents the City's existing mobility system, its trajectory for becoming a Smart City, and a detailed Action Agenda that communicates the City's priorities and next step to achieving the vision and goals of the MAP. In addition, the Consultant will develop an Executive Summary that provides a highly accessible and visual document for general distribution to the community. The Consultant, in addition to materials produced in preceding tasks, will work with the City to include in the Final MAP document an assortment of engaging photographs, infographics, charts, tables, maps, and/or other visual communication tools to effectively communicate the benefits of a smart, multi-modal mobility network.

- **Responsible Party:** Consultant/City of West Sacramento

Task 6.5 Final Mobility Action Plan

The Consultant will integrate all comments and make necessary changes, within reason, to gain approval of the final plan. The final MAP will be submitted in both PDF format and in hard copy.

- **Responsible Party:** Consultant

Task 6.6 Final MAP Adoption, Presentation & Contract Close-out

The City will present the Final Mobility Action Plan to relevant Commissions and City Council for adoption. In coordination with Caltrans, the City will provide all documentation, invoicing and reporting necessary for contract close-out. The Consultant will provide all project files and materials to the City.

- **Responsible Party:** City of West Sacramento/Consultant

SCOPE OF WORK

Task	Deliverable
6.1	<i>Draft & Final MAP Outline, Comments Provided and Response to Comments</i>
6.2	<i>Final Social Equity Analysis Memo & Map(s)</i>
6.3	<i>Final MAP Implementation Plan & Performance Monitoring</i>
6.4	<i>Draft Mobility Action Plan, Comments Provided and Response to Comments</i>
6.5	<i>Final Mobility Action Plan</i>
6.6	<i>Presentation Materials, Council Agenda Report, Final Document Deliverables and Reporting requirements</i>

Project Timeline Checklist

The Project Timeline is the official documentation of the budget and time frame of the project. **The Project Timeline must be consistent with the Scope of Work and the Grant Application Cover Sheet. Applications with missing components will be at a competitive disadvantage.**

The Project Timeline must:

- Use the Fiscal Year 2017-18 template provided (do not alter the template) and submitted in Microsoft Excel format
- List all tasks and sub-tasks with the same title as stated in the scope of work
- Include task and sub-task numbers in proper sequencing, consistent with the scope of work
- Include a task for a kick-off meeting with Caltrans at the start of the grant
- Include a task for procurement of consultants, if consultants are needed
- Include a task for quarterly reporting to Caltrans
- Include a task for invoicing
- List the responsible party for each task and sub-task, and ensure that it is consistent with the scope of work (i.e. applicant, sub-applicant, or consultant)
- Complete all budget columns as appropriate: Total Cost, Grant Amount, Local Cash Match, and if applicable, Local In-Kind Match
- State a realistic total cost for each task based on the work that will be completed. Project management/administration costs should not exceed 5% of the grant amount requested
- Include a proportional spread of local match amongst each task. The match amount must be at least the minimum amount required by the grant program
- Identify the indirect cost rate if indirect costs will be reimbursed
- Include a best estimate of the amount of time needed to complete each task
- Start the timeframe at the beginning of the grant period (January 2018 for MPO/RTPAs; April 2018 for non-MPO/RTPAs)
- Extend the timeframe all the way to the end of the grant period (February 2020 for all grantees)
- List the deliverable for each task as stated in the scope of work

CAPITOL OFFICE
STATE CAPITOL
ROOM 5114
SACRAMENTO, CA 95814
TEL (916) 651-4006
FAX (916) 651-4906

DISTRICT OFFICE
2251 FLORIN ROAD
SUITE 156
SACRAMENTO, CA 95822
TEL (916) 262-2904
FAX (916) 914-2179

California State Senate

SENATOR
DR. RICHARD PAN
SIXTH SENATE DISTRICT



CHAIR
PUBLIC EMPLOYMENT
& RETIREMENT
BUDGET SUBCOMMITTEE
#3 ON HEALTH AND
HUMAN SERVICES

COMMITTEES
AGRICULTURE
BUDGET & FISCAL REVIEW
EDUCATION
BUSINESS, PROFESSIONS
& ECONOMIC DEVELOPMENT

October 20th, 2017

City of West Sacramento
Attn: Mr. Martin Tuttle, City Manager
1110 W Capitol Ave
West Sacramento, CA, 95691

Re: Support for the City of West Sacramento Mobility Action Plan (MAP)

Dear Mr. Tuttle,

I am writing to express my support of your application to the California Department of Transportation's 2017-2018 Sustainable Communities Grant program. As a physician and a State Senator, I am writing to acknowledge that the West Sacramento Mobility Action Plan (MAP) represents an ambitious effort on behalf of the City to develop effective strategies for integrating these new and emerging concepts in a way that will benefit underserved communities, diversify the City's fixed-route transit network, and serve as a model for other local governments.

West Sacramento continues to spearhead innovative civic thinking and is well-known as a City that doesn't shy away from progress, serving as a leader for the Sacramento region. The MAP is yet another example of the City's ongoing commitment to becoming a smart and sustainable City, and to ensuring that no community member is left behind. By addressing transportation needs holistically and equitably, the MAP concept will guide the City on its way to developing a mobility system that enables communities to rely less on automobiles and encourages greater participation in alternative modes that promote health, social interaction, and environmental consciousness.

I applaud the City for its leadership in transportation planning and urge Caltrans to give favorable consideration to West Sacramento's application to the 2017-18 Sustainable Communities Grant program.

Sincerely,

A handwritten signature in blue ink, appearing to read "Richard Pan".

Richard Pan, MD, MPH
State Senator, 6th District

STATE CAPITOL
P.O. BOX 942849
SACRAMENTO, CA 94249-0007
(916) 319-2007
FAX (916) 319-2107
DISTRICT OFFICE
915 L STREET, SUITE 110
SACRAMENTO, CA 95814
(916) 324-4676
FAX (916) 327-3338

Assembly California Legislature



KEVIN McCARTY
ASSEMBLYMEMBER, SEVENTH DISTRICT

COMMITTEES
CHAIR: BUDGET SUBCOMMITTEE NO. 2
ON EDUCATION FINANCE
BUDGET
EDUCATION
ENVIRONMENTAL SAFETY AND TOXIC
MATERIALS
LABOR AND EMPLOYMENT
NATURAL RESOURCES
JOINT COMMITTEE
JOINT COMMITTEE ON FAIRS,
ALLOCATION AND CLASSIFICATION

October 20, 2017

Mr. Martin Tuttle
City of West Sacramento
1110 W Capitol Ave
West Sacramento, CA, 95691

Re: Support for the City of West Sacramento Mobility Action Plan (MAP)

Dear Mr. Tuttle:

I am writing to express my strong support for the City of West Sacramento's (City) Mobility Action Plan (MAP) and their application to the Caltrans Sustainable Communities Grants program. The City's MAP represents an ambitious effort on behalf of the City to develop effective strategies for integrating new and emerging concepts in a way that will benefit underserved communities, help mitigate unintended externalities of new technologies and serve as a model for other local governments.

The MAP is yet another example of the City's ongoing commitment to becoming a smart and sustainable City, ensuring that no community is left behind. By addressing transportation needs holistically and equitably, the MAP concept will develop a mobility system that enables communities to rely less on automobiles and encourages greater participation in alternative modes that promote health, social interaction and environmental consciousness.

This progressive approach comes at a critical time as the State has established aggressive goals to mitigate impacts of climate change and encourage smart growth in urban areas. Most importantly, the outcomes of the MAP can serve as a guide for other cities across California to begin considering how best to leverage the growing applications of technology and the shared economy in the transportation sector. Policies, pilot projects and other important outcomes from the MAP will ultimately help establish a new framework for conducting comprehensive transportation planning in the 21st century.

I look forward to the City creating the Mobility Action Plan and hope West Sacramento is successful in securing resources necessary to develop and implement this critical planning document.

Sincerely,

A handwritten signature in blue ink, appearing to be "Kevin McCarty", written over a horizontal line.

KEVIN McCarty
Assemblymember, 7th District





October 12th, 2017

City of West Sacramento
Attn: Mr. Martin Tuttle, City Manager
1110 W Capitol Ave
West Sacramento, CA, 95691

Re: Support for the City of West Sacramento Mobility Action Plan (MAP)

Dear Mr. Tuttle:

As the transportation industry continues to evolve, I am writing to express my strong support for the West Sacramento Mobility Action Plan (MAP). SACOG applauds and acknowledges the MAP, which is intended to shape a multi-modal future mobility network that is strategically coordinated with West Sacramento's rapidly changing land uses and demographics. By 2036, the SACOG MTP/SCS land use forecast projects that 30 percent of new housing and 35 percent of new employees will be located in Center and Corridor Communities. Roughly half of this growth will be shared between Sacramento and West Sacramento, with significant growth occurring in West Sacramento's burgeoning Riverfront Districts in the form of dense, transit oriented developments.

The MAP is a pioneering effort on behalf of West Sacramento to coordinate a flexible and diverse mobility system alongside its changing landscape. The City's well-contained yet diverse urban transect provides a unique opportunity to develop a new framework for addressing local transportation needs, and will likely serve as a best practice for jurisdictions around the region. The MAP will broadly consider how best to integrate and connect the growing number of mobility choices in a way that is inclusive of diverse communities, encourages healthy activity, and supports the needs of a growing Senior population.

By addressing mobility holistically and equitably, the MAP will help develop a transportation network that enables communities to rely less on automobiles and encourages greater participation in alternative modes to promote health, social interaction, and environmental consciousness. Ultimately, the MAP will assist in defining the role of local government in leveraging technology and the shared economy to achieve sustainable transportation and development outcomes. The MAP exemplifies the City's longstanding commitment to becoming a smart and sustainable City.

Auburn
Citrus Heights
Colfax
Davis
El Dorado County
Elk Grove
Folsom
Galt
Isleton
Lincoln
Live Oak
Lucas
Marysville
Placer County
Placerville
Rancho Cordova
Rocklin
Roseville
Sacramento
Sacramento County
Sutter County
West Sacramento
Wheatland
Winters
Woodland
Yolo County
Yuba City
Yuba County

Mr. Marty Tuttle
October 12, 2017
Page 2

SACOG is excited to support this pioneering planning effort and looks forward to continual engagement in the process of shaping this important document.

Sincerely,



Kacey Lizon
Planning Manager

KL:pm



COUNTY OF YOLO

Health and Human Services Agency

Karen Larsen, LMFT
Director

MAILING ADDRESS

137 N. Cottonwood Street • Woodland, CA 95695
(530) 666-8940 • www.yolocounty.org

October 16th, 2017

City of West Sacramento
Attn: Mr. Martin Tuttle, City Manager
1110 W Capitol Ave
West Sacramento, CA, 95691

Re: LETTER OF SUPPORT FOR THE WEST SACRAMENTO MOBILITY ACTION PLAN (MAP)

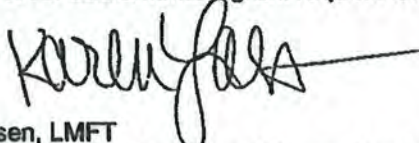
Dear Mr. Tuttle,

On behalf of the Yolo County Health and Human Services Agency, I am writing to express to you our strong support for the City of West Sacramento's Mobility Action Plan (MAP) which is being submitted to Caltrans for consideration in the Sustainable Transportation Planning grant program. This project would provide a much needed assessment of the existing mobility network in West Sacramento in order to identify innovative solutions to address the many challenges relating to accessing transit in suburban neighborhoods, a lack of mobility choices in rapidly urbanizing districts, and a growing population of senior residents. The plan will also be the first in the region to rigorously define a role for local governments in preparing for the integration of emerging transportation technologies.

It is well known that active transportation contributes to improved community and environmental outcomes. The MAP will function to identify specific actions the City can take to ensure that the mobility network grows to include robust alternatives that enable West Sacramento residents to live car-free and encourage physical activity and social interaction. With the emergence of new transportation choices such as ridesharing and autonomous vehicles, it is critical that local governments define their roles in fostering and leveraging new ideas to ensure communities equitably share in both benefits and burdens that will inevitably follow.

Specifically, Yolo County HHSA applauds the City's inclusion of a Mobility Hub concept in the MAP, which will strategically identify key locations throughout the City where multi-modal options would be bundled to provide residents with choice in how they travel. As more options become available, they will yield viable approaches to reducing auto dependence and the health risks related with sedentary lifestyles. Similarly, the MAP will consider how best to support enhanced access to healthcare for seniors and integrate technologies that can help save lives through accident prevention.

We appreciate the City for developing forward looking concept and we urge Caltrans to award the full amount of West Sacramento's grant request for the Mobility Action Plan.

Sincerely, 

Karen Larsen, LMFT
Director, Yolo County Health and Human Services Agency

Davis
600 A Street
Davis, CA 95616
Mental Health (530) 757-5530

West Sacramento
500 Jefferson Boulevard
West Sacramento, CA 95605
Service Center (916) 375-6200
Mental Health (916) 375-6350
Public Health (916) 375-6380

Winters
111 East Grant Avenue
Winters, CA 95694
Service Center (530) 406-4444

Woodland
25 & 137 N. Cottonwood Street
Woodland, CA 95695
Service Center (530) 661-2750
Mental Health (530) 666-8630
Public Health (530) 666-8645



– City of West Sacramento – City of Winters
City of Woodland – County of Yolo
EX Officio – Caltrans District 3 – University of California, Davis

Yolo County Transportation District

350 Industrial Way
Woodland, CA 95776
530.661.0816 FAX: 530.661.1732
www.yolobus.com

October 17th, 2017

City of West Sacramento
Attn: Mr. Martin Tuttle, City Manager
1110 W Capitol Ave
West Sacramento, CA, 95691

Re: Support for the City of West Sacramento Mobility Action Plan (MAP)

Dear Mr. Tuttle,

The Yolo County Transportation District (YCTD) is pleased to submit this letter of support for the application submitted by its partner, the City of West Sacramento (the City), to the Caltrans Sustainable Transportation Planning Grant Program for the Mobility Action Plan (MAP). YCTD has a long history of coordinating fixed route transit and paratransit services and has collaborated extensively with the City over the years to explore various strategies to enhance service and grow ridership.

The City has engaged YCTD since the early concept development of the MAP, providing many opportunities to share input and ideas. In addition to our general support, YCTD commends the City for its inclusion of Mobility Hubs as a key component of its multi-modal strategic planning effort. The Mobility Hub concept would guide the development and implementation of a series of multi-modal options to help close first/last mile gaps and complement fixed route services with additional mode choices. By improving access to transit and encouraging linked multi-modal trips, the City hopes to encourage transit ridership, reduce vehicle miles travelled, and mitigate externalities associated with traffic congestion.

By conducting extensive outreach and data collection as part of the MAP development, information learned about travel behavior can help YCTD to further optimize transit network operations and ensure that residents are well-served by transit, especially as demand increases with significant anticipated population and employment growth in the Riverfront Districts. As longtime partners, we appreciate the City's efforts to broadly examine the mobility system with special consideration for how new and emerging technologies can be leveraged to better connect residents to public transportation services.

We look forward to our continued participation in this important planning effort.

Regards,



Terry Bassett, Executive Director
Yolo County Transportation District



**SACRAMENTO AREA
BICYCLE ADVOCATES**

909 12th St, Ste. 116
Sacramento, CA 95814

sacbike.org
saba@sacbike.org
916 444-6600

October 19, 2017

Martin Tuttle
City Manager
City of West Sacramento
1110 West Capitol Ave.
West Sacramento, CA 95691

Dear Mr. Tuttle,

I'm writing on behalf of Sacramento Area Bicycle Advocates to express SABA's support for the City of West Sacramento's application for a Caltrans Sustainable Communities Grant to support the development of the West Sacramento Mobility Action Plan.

SABA advocates for the regionwide benefits of enabling more people to use a bicycle for everyday transportation, including reduced traffic congestion, cleaner air and better access to opportunity for everyone. The City's Mobility Action Plan aligns strongly with our mission by taking a more modern and holistic approach to transportation planning that ensures that the mobility network will be multi-modal and will be strategically coordinated with the changing land uses and demographics of West Sacramento. We see particular value in the opportunity to analyze and identify locations for "Mobility Hubs", as well as develop a technology readiness plan that will help define the City's role in leveraging new and emerging transportation models, including bike share.

We believe strongly that the actionable list of policy changes, projects and programs to be produced by this plan will enable the City to achieve a robust multi-modal mobility network that benefits all residents and all road users in West Sacramento.

For all these reasons, we strongly endorse the City's grant application and look forward to working with the City as a community partner as this work moves forward. Please feel welcome to contact me directly at jim@sacbike.org, W 916-444-6600 or M 916-769-5865 if you have questions or more information to share.

With respect,

Jim Brown
Executive Director



October 16th, 2017

City of West Sacramento
Attn: Mr. Martin Tuttle, City Manager
1110 W Capitol Ave
West Sacramento, CA, 95691

Re: Support for the City of West Sacramento Mobility Action Plan (MAP)

Dear Mr. Tuttle,

On behalf of WALKSacramento, I writing to express our strong support of the City's Mobility Action Plan (MAP). Our organization has a long history of collaborating with the City to implement plans, programs, and policies intended to create healthy, livable communities for residents of all ages and abilities.

The proliferation of personal mobility devices by all age groups, from skateboards to bicycles to electric mobility scooters, presents a tremendous opportunity to extend the reach of public transportation investments. Supporting personal mobility devices that allow an aggregate increase in average personal mobility speeds can dramatically increase regional access to transit and help achieve state goals to reduce greenhouse gas (GHG) emissions from transportation. Better policies, new infrastructure and a careful look at mode integration is needed when assessing how best to realize the potential offered by the growing range of mobility devices, and related technological advances.

The MAP will broadly consider how best to integrate and connect this growing number of mobility choices in a way that will be inclusive of diverse communities, encourage healthy activity, and find ways to use technologies to make walking and biking a safer transportation option. The MAP's consideration of the strategic siting and development of Mobility Hubs respond to the first-last mile problem, as well as vital design details such as wayfinding signage, real time information kiosks, and other factors that influence travel behaviors. Effective integration, interoperability and interconnection between different transport networks are key features of an efficient transport system, and of one that encourages walking and biking.

Without a doubt, West Sacramento is paving the way for innovative transportation planning in the Sacramento region, and the MAP will likely provide valuable best practices for other small and mid-sized cities throughout the State to learn from. We look forward to further engaging in this process.

Sincerely,

Kirin Kumar
Executive Director, WALKSacramento



DRIVING FOR THE FUTURE

California Fuel Cell Partnership
3300 Industrial Blvd., Suite 1000
West Sacramento, CA 95691
(916) 371-2870

www.fuelcellpartnership.org
info@cafcp.org

October 16, 2017

City of West Sacramento
Attn: Mr. Martin Tuttle, City Manager
1110 W Capitol Ave
West Sacramento, CA, 95691

RE: Support for the West Sacramento Mobility Action Plan (MAP)

Dear Mr. Tuttle,

The California Fuel Cell Partnership (CaFCP) is pleased to submit this letter for the application submitted by the City of West Sacramento (the City).

The City and CaFCP have worked together since 1999 to be the first city in the world to deploy zero-emission fuel cell electric vehicles powered by hydrogen, and West Sacramento is currently home to the first retail hydrogen station in the world. The MAP plan will help the City to better integrate new and emerging trends and technologies to develop a more robust mobility system that offers residents a range of choices for how they move around the City, including cars, personal mobility devices, trucks, buses, and other vehicles—including those powered by hydrogen.

While considering how best to foster a multi-modal transportation network, the Mobility Action Plan will also develop a strategy for the City to plan, fund, and implement supportive alternative fuel infrastructure necessary to realize the ambitious social and environmental goals set by the State of California. While vehicle technology will play a critical role in the reduction of greenhouse gasses and other emissions from transportation, it will also be necessary to reduce overall travel demand and mitigate other associated impacts.

The MAP will help the City ensure that technology is leveraged alongside travel demand management by giving residents ample mobility choices. CaFCP will lend our expertise in bringing new transportation ideas to the commercial market as the City develops and expands its action plan.

Sincerely,

Bill Elrick,
Executive Director

The California Fuel Cell Partnership is a collaboration in which several companies and government entities are independent participants. It is not a joint venture, legal partnership or unincorporated association.

Automotive Fuel Cell Cooperation
Daimler
GM
Honda
Hyundai
Nissan
Toyota
Volkswagen

Cal/EPA Air Resources Board
California Energy Commission
Office of Governor Edmund G. Brown Jr.
South Coast AQMD
U.S. Department of Energy
U.S. Environmental Protection Agency

Air Liquide
BAE Systems
Ballard Power Systems
FirstElement Fuel, Inc.
H2 Logic
Hydrogenics
HydrogNEXT
ITM Power
Linde North America, Inc.
Southern California Gas Company

AC Transit
Bay Area Air Quality Management District
CA Dept of Food and Agriculture
Cal State LA
CALSTART
CEERT
CTE
Energy Independence Now
NREL
Sandia National Laboratories
SunLine Transit Agency
University of California, Berkeley
UC Irvine-NFCRC
UC Davis-ITS



Yolo Adult Day Health Center
20 N. Cottonwood Street
Woodland, CA 95695
direct 530.666.8828
fax 530.666.8826
www.woodlandhealthcare.org

October 9, 2017

City of West Sacramento
Attn: Mr. Martin Tuttle, City Manager
1110 W Capitol Ave
West Sacramento, CA, 95691

RE: Letter of Support for City of West Sacramento Mobility Action Plan (MAP)

Dear Mr. Tuttle:

This letter is written in support of the City of West Sacramento's application to the Caltrans Sustainable Transportation Planning Grant program to support the Mobility Action Plan (MAP). I applaud the City for proactively planning for the future transportation needs of its residents taking into consideration not only the rapidly growing aging population but also new possibilities offered by autonomous vehicles and ride-hailing services such as Uber and Lyft.

Community assessments seeking to identify key issues faced by older and/or disabled adults repeatedly find that transportation is at the top of the list relative to service needs. As a long time provider of adult services to the people of Yolo County, including West Sacramento, I am aware of the ever growing challenges around transportation.

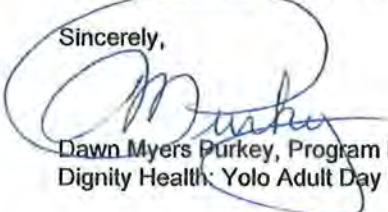
There are essentially three key factors when describing local transportation needs for seniors:

1. Loss of ability to drive is extremely devastating to an older frail population. Jennie Chin Hansen, former president, AARP, in a 2008 presentation entitled "Our Vision for Aging Friendly Community", stated that "one out of five seniors over the age of 65 do not drive yet are seeking to have their needs met in an auto-centered landscape".
2. Yolo County is federally recognized as a rural county which implies greater need for personal vehicles yet our County is second only to Sacramento with the highest number of 65+ population with no vehicle available in the SACOG area and
3. In the greater Sacramento Area, according to CA DoF, Yolo County has the highest percentage of low-income seniors 65+ at 14.4%.

This combination of rural isolation and poverty result in loss of independence due to insufficient access to medical care, poor nutrition, lack of medication management support, increase risk of falls and higher rates of depression. The County's paratransit services are often the best option but unfortunately the system is stretched thin today and not prepared to meet the growing demand as the baby boomers age. The Mobility Action Plan, in conjunction with the City's existing commitment to create age-friendly communities, will help ensure that Seniors continue to be equitably served by a changing transportation system.

In light of the need for comprehensive planning efforts, I am confident that Caltrans will give full and due consideration to the City of West Sacramento's application. I look forward to participating in this important planning effort on behalf of Yolo Adult Day Health Center.

Sincerely,



Dawn Myers Purkey, Program Director
Dignity Health: Yolo Adult Day Health Center



Bryte and Broderick Community Action Network

transformation through education

October 17, 2017

Board of Directors

Officers

Chair
Jim Brewer

Secretary
Robbi King

Treasurer
Jennifer Perez

Members

Past President
Yaminah Bailey

Sam Bivins

Charlotte Dorsey

Mike Francesconi

Larry Wright

bryteandbroderick.org
Tax ID# 61-1631101

City of West Sacramento
Attn: Mr. Martin Tuttle, City Manager
1110 West Capitol Ave
West Sacramento, CA 95691

Subject: Letter of Support for West Sacramento MAP (Mobility Action Plan)

Dear Mr Tuttle,

This letter confirms BBCAN's endorsement of the application by the City of West Sacramento to the Caltrans Sustainable Transportation Grant which supports the Mobility Action Plan.

Bryte and Broderick Community Action Network (BBCAN) works in a collaborative partnership with the City of West Sacramento in providing assistance and support to enhance the education, training, resources, information, and quality of life of residents. Our mission is "to implement and support programs and projects to meet the aspirations of our diverse community by working with the City, non-profit and faith-based organizations, schools, and businesses toward sustaining a healthy, informed, and engaged community." BBCAN has identified project goals which specifically include the needs of our residents as they age, but also reflect directly and indirectly on the lives of all our residents. One of these goals addresses the need for reliable, affordable and adequate transportation to assist our residents in leading productive, comfortable, healthy and connected lives through their senior years. These individuals want to be involved with our community, yet many times are severely limited due to lack of information about or availability of affordable transportation.

We recognize that solely depending on personal automobile transportation is limiting, both in a practical and conceptual sense, BBCAN firmly believes that the City's Mobility Action Plan (MAP) will integrate all modes of transportation into an array of choices a person may make regardless of age or ability. Getting from Point A to Point B will present options, some more affordable, some more age-friendly, but all supported by a network of visible and accessible information.

The City of West Sacramento recently completed a "Connecting Neighbors" door-to-door survey that focused on the less affluent and older, under served neighborhoods in the City. The survey focused on information and transportation access in the City. The results demonstrated that these two points are important components of the well-being of the community. So again – this supports the need to have more information about and more options for living a connected and healthy life through a multi-modal mobility network.

We are supporting the Mobility Action Plan because it will be a vital component for West Sacramento as it becomes a truly Age Friendly Community.

Sincerely

Jim Brewer, Chair, BBCAN Board of Directors

Charlotte Dorsey, Chair, BBCAN Senior Services Committee

MEETING DATE: June 27, 2018

ITEM # 9


SUBJECT:
**CONSIDERATION OF APPROVAL OF ADDENDUM NO. 1 FOR FEDERAL HIGHWAY ADMINISTRATION
 FY 2014 TRANSPORTATION INVESTMENT GENERATING ECONOMIC RECOVERY PLANNING GRANT
 NO. 15 FOR THE BROADWAY BRIDGE PROJECT**

INITIATED OR REQUESTED BY:

Council Staff
 Other

REPORT COORDINATED OR PREPARED BY:

Jason McCoy, Supervising Transportation Planner


 Deniz Anbiah, Director of Public Works
ATTACHMENT Yes No Information Direction Action**OBJECTIVE**

The objective of this report is to provide a brief update on the status of the Project Approval and Environmental Document (PA/ED) phase for the Broadway Bridge (the "Project") and obtain Council approval for The Federal Highway Administration (FHWA) FY 2014 TIGER planning Grant No. 15, Addendum No. 1.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council authorize the Mayor to execute Federal Highway Administration 2014 Transportation Investment Generating Economic Recovery Planning Grant No. 15, Addendum No. 1 (Attachment 2) for the Broadway Bridge.

BACKGROUND

The City of West Sacramento, in partnership with the City of Sacramento, continues to work toward establishing a new bridge crossing over the Sacramento River between Pioneer Bluff near 15th Street in West Sacramento and the Broadway corridor at Miller Park in Sacramento. The Project is a cooperative effort initiated after acceptance of the joint Sacramento Riverfront Master Plan in 2003 and the 2011 Sacramento River Crossings Alternatives Study. These documents recommended additional multimodal transportation connections over the Sacramento River in both the South Market Area (south of existing Pioneer Bridge/ US 50) and in the North Market Area (north of existing I Street Bridge) which is currently under engineering design as the I Street Bridge Replacement Project.

On March 13, 2013 the Sacramento and West Sacramento City Councils adopted complimentary resolutions directing the City Managers of both cities to seek funding for the I-Street Bridge Replacement Project and Broadway Bridge. Both cities successfully obtained funding including from the Federal Highway Bridge Program (HBP) to fund the I Street Bridge Replacement Project, and in December 2013 the City of West Sacramento, with support of the City of Sacramento, obtained \$462,500 in funding from the SACOG Regional Funding Program to prepare a feasibility study for the Broadway Bridge. Additionally, on April 16, 2014, the West Sacramento City Council approved Resolution 14-16 directing staff to submit an application for \$1.5 million in federal funding under the 2014 TIGER VI Discretionary Grants Program for the PA/ED phase of the Project.

On December 15, 2016, the California Department of Transportation (Caltrans) authorized \$1.5 million in TIGER VI funds for the PA/ED phase of the Project. The \$1.5 million grant is matched by \$1.5 million in local funding; including a \$750,000 commitment from each city. The estimated budget to complete the PA/ED phase is \$3 million.

ANALYSIS

City staff worked with Caltrans and FHWA to finalize FHWA FY 2014 TIGER planning Grant No. 15, which was executed by the West Sacramento City Council on December 16, 2015 and finalized by Caltrans on January 21, 2016. (**Attachment 1**). This grant agreement included both a Statement of Work Summary and Project Schedule Summary created by staff with an estimated work timeline prior to retaining an engineering consultant for the Project. Since grant execution, consultant engineering firm Mark Thomas was retained to complete the PA/ED phase of the Project. Mark Thomas has since prepared a more refined project schedule based on the approved scope of work; requiring modification to the original grant agreement schedule.

In November 2017, the amended project schedule was introduced with the quarterly project report as required by the FHWA for TIGER funded projects. City staff-initiated discussion with FHWA on the need for the revised schedule and in response, FHWA requested an amendment to the 2014 TIGER grant agreement (Addendum No. 1) be initiated for local and federal approval. (**Attachment 2**).

City staff worked with FHWA to modify the text and on May 9, 2018, City staff received approval from FHWA headquarters to circulate Addendum No. 1 for formal Council review and approval. This addendum modifies and updates the project schedule and associated milestone dates only. It does not modify the scope of work or cost of the project; nor does the schedule extend beyond the grant termination date of the original grant agreement.

Broadway Bridge Project Update

Conceptual bridge alignments and approach configurations identified in the Broadway Bridge Feasibility Study (2015) have been screened, and a risk analysis workshop was held with Caltrans and the project team to identify potential opportunities, challenges, and risks associated with various alignments. Preliminary engineering has been initiated for each of the four refined bridge alignments (**Attachment 3**) that emerged from the risk analysis. Alignments were modified to correspond with the recently approved Pioneer Bluff circulation plan. For each of these alignments, 10% design (conceptual geometrics) have been completed with guidance from staff of both cities and the project team.

Traffic analysis was recently completed using the Pioneer Bluff circulation, 2035 General Plan transportation network, and SACOG regional model. As required for the environmental document, the traffic analysis was completed for the existing conditions, existing conditions plus project analysis, design year, and opening day conditions. A Bridge Type Selection Report is currently being drafted and will identify alternatives associated with selection of various movable structure types, as well as opportunities, constraints and costs. The traffic analysis, Bridge Type Selection Report, and overall status of project will be presented to the West Sacramento City Council as those milestones are reached. Stakeholder and public outreach will continue throughout the development of 30% design and environmental documentation.

Preparation of technical environmental and engineering studies are in progress, specifically relating to the cultural resources and structure type selection. The Hydraulic Study Report will follow the type selection analysis. Environmental documentation tasks completed to date include the preparation the project description, publication of the project Notice of Preparation, and a public scoping meeting. Other studies underway for the Project include a natural environment/resource study, hydro-acoustic study, essential fish habitat evaluation, high water mark and wetland delineation, biological assessment, historic resources evaluation, cultural findings, Section 4(f)evaluation, visual and community resource assessment, noise study, and air quality analysis.

A joint Draft Environmental Impact Report/Environmental Assessment (EIR/EA) following Caltrans annotated outline and direction from the Cities will be prepared and presented to the West Sacramento City Council upon completion. Environmental documentation will include (as required) Preparation of Findings, Statement of Overriding Considerations, Notice of Determination, Mitigation Monitoring Plan, Administrative Draft and Final EIR/EA. This task will also include permitting agency coordination, environmental base mapping and additional community outreach as required. Anticipated approval of the Final Environmental Document is May 18, 2020.

A project report will be prepared based on 30% engineering plans consistent with current City of West Sacramento and City of Sacramento standards. The report will include traffic, structure type analysis, preliminary geometrics, conceptual aesthetics, and long-term maintenance approach. The approved Project Report will be included as part of the documentation for the Caltrans Preliminary Engineering Evaluation Report (PEER). This task will include overall project management including State, federal and local agency coordination, public presentations and community outreach. Planned Final Project Report Date has been updated for release June 1, 2020.

Environmental Consideration

N/A

Strategic Plan Integration

N/A

Strategic Plan Integration

The approval of this grant agreement (Addendum No. 1) directly addresses the guiding principle of "Riverfront: a Regional Destination." In addition, by addressing improved transportation access, it also serves the principles of a Strong Diverse Local Economy and Vibrant Neighborhoods (adequate road and transportation capacity to facilitate ease of movement). Broadway Bridge has been identified as a Policy Agenda "High Priority" for the 2018 Strategic Plan.

Alternatives

- 1) Staff recommends approval of the amended FHWA FY 2014 TIGER planning Grant No. 15 (Addendum No. 1). However, the Council could direct staff to work with FHWA to further amend the Grant Agreement schedule or content; or,
- 2) The Council could choose not to approve the amendment at this time. This action is not recommended as City staff and FHWA agree with the proposed timeline modifications, and staff has received authorization from FHWA to proceed.

Coordination and Review

The preparation of this report was coordinated with staff of City of West Sacramento Public Works and Administrative Services Department, as well as the City Attorney's Office. All grant modifications are coordinated with the City of Sacramento.

Budget/Cost Impact

This addendum modifies and updates the project schedule and associated milestone dates only. It does not modify the scope of work or cost of the project; nor does the schedule extend beyond the grant termination date of the original grant agreement.

The \$3 million PA/ED phase is funded using \$1.5 million TIGER VI grant, which is matched by local funds in the amount of \$375,000 (local match required by the TIGER Grant Agreement) and \$1.125 million in additional local funds. The Cities have executed an agreement to pay up to \$750,000 each for its share of the combined estimated local costs for this phase of the Project, inclusive of staff resources. The Council has approved an appropriation from Fund 106, the Community Investment Fund, for \$750,000 in the current Capital Improvement Project: 2 year Budget for the Broadway Bridge (CIP #11019).

ATTACHMENT(S)

1. FHWA FY 2014 TIGER planning Grant No. 15, executed by the West Sacramento City Council on December 16, 2015, and finalized by Caltrans on January 21, 2016.
2. FHWA FY 2014 TIGER planning Grant No. 15, Addendum No. 1.
3. Broadway Bridge Alternative Alignments

ATTACHMENT 1

UNITED STATES OF AMERICA
U.S. DEPARTMENT OF TRANSPORTATION
FEDERAL HIGHWAY ADMINISTRATION
WASHINGTON, DC 20590

GRANT AGREEMENT UNDER THE
CONSOLIDATED APPROPRIATIONS ACT, 2014
(Pub. L. 113-76, JANUARY 17, 2014)
FOR THE NATIONAL INFRASTRUCTURE INVESTMENTS
DISCRETIONARY GRANT PROGRAM
(FY 2014 TIGER DISCRETIONARY GRANTS)

City of West Sacramento

Broadway Bridge

FHWA FY 2014 TIGER Planning Grant No. 15

This agreement (the "Agreement" or "Grant Agreement") reflects the selection of City of West Sacramento ("Recipient") as a Recipient of a grant awarded under the provisions of The Consolidated Appropriations Act, 2014 (Pub. L. 113-76, January 17, 2014), regarding National Infrastructure Investments (the "Act"). The grant program under the Act is referred to as "FY 2014 TIGER Discretionary Grants" or "TIGER Discretionary Grants."

SECTION 1. TERMS AND CONDITIONS OF THE GRANT

- 1.1 This Agreement is entered into between United States Department of Transportation ("DOT" or the "Government") and the Recipient. This Agreement will be administered by the Federal Highway Administration (also referred to herein as "FHWA" or the "Government").
- 1.2 This Grant is made to the Recipient for the project as described in the Recipient's Technical Application (the "Project"), titled "Broadway Bridge", and the negotiated provisions on the Project's material terms and conditions, including the Project's scope, assurance/confirmation that all required funding has been obtained and committed, and the timeline for completion of this urban Project.
- 1.3 The Government, having reviewed and considered the Recipient's Application and finding it acceptable, pursuant to the Act awards a TIGER Discretionary Grant in the amount of **One Million, Five Hundred Thousand Dollars (\$1,500,000)**, for the entire period of performance (referred to as the "Grant"). This Grant is the total not-to-exceed

amount of funding that is being provided by the Government under this Grant Agreement. For urban projects, the Recipient hereby certifies that not less than **Three Hundred Seventy-Five Thousand Dollars (\$375,000)** in non-Federal funds are committed to fund the Project in order to satisfy the Act's requirement that at least twenty percent (20%) of the Project's costs are funded by non-Federal sources. The Government's liability to make payments to the Recipient under this Grant Agreement is limited to those funds obligated by the Government under this Agreement as indicated herein and by any subsequent amendments agreed to in writing by all parties.

1.4 The Recipient agrees to abide by and comply with all terms and conditions of this Agreement and to abide by, and comply with, all requirements as specified in the Exhibits and Attachments, identified in paragraphs 1.5 and 1.6, which are considered as integral parts of this Agreement. Each Exhibit and Attachment identified below is deemed to be incorporated by reference into this Agreement as is fully set out herein.

1.5 This Agreement shall also include the following Exhibits as integral parts hereof located at:
http://www.ops.fhwa.dot.gov/Freight/infrastructure/tiger/fy2014_gr_exhbt_tmp/index.htm

Exhibit A	Legislative Authority
Exhibit B	General Terms and Conditions
Exhibit C	Applicable Federal Laws and Regulations
Exhibit D	Grant Assurances
Exhibit E	Responsibility and Authority of the Recipient
Exhibit F	Reimbursement of Project Costs
Exhibit G	Grant Requirements and Contract Clauses
Exhibit H	Quarterly Progress Reports: Format and Content

1.6 This Grant Agreement shall also include the following Attachments as integral parts hereof:

Attachment A	Statement of Work
Attachment B	Estimated Project Schedule
Attachment C	Estimated Project Budget

1.7 In the case of any inconsistency or conflict between the specific provisions of this Grant Agreement, the Exhibits, and the Attachments, such inconsistency or conflict shall be resolved as follows: First, by giving preference to the specific provisions and terms of this Grant Agreement; second, by giving preference to the provisions and terms of the Exhibits; and, finally by giving preference to the provisions and terms in the Attachments.

SECTION 2. RECIPIENT AND PROJECT INFORMATION

Recipient, in accordance with the requirements of the TIGER Discretionary Grant Program, provides the following information:

2.1 Project's Statement of Work Summary (for further information see Attachment A):

The West Sacramento Multimodal Corridor and River Crossing planning project completes the environmental documentation phase of a new Broadway Bridge crossing the Sacramento River, connecting the City of West Sacramento to Sacramento.

2.2 Project's Schedule Summary (for further information see Attachment B):

Planned Consultant Selection Date	March 23, 2016
Planned Start of Project Date	April 04, 2016
Planned Draft Project Report Date	April 02, 2018
Planned Environmental Document Start Date	December 05, 2016
Anticipated Approval Final Environmental Document	May 30, 2018
Planned Final Project Report Date	June 01, 2018
Planned Project Completion Date	August 3, 2018
Planned Project Closeout Date	August 3, 2019

2.3 Project's Budget Summary (for further information see Attachment C):

TIGER Grant Funds and Additional Sources of Project Funds:

TIGER Discretionary Grant Amount:	\$1,500,000	50%
Other Federal Funds (if any):	\$0	0%
State Funds (if any):	\$0	0%
Local Funds ¹ (if any):	\$1,500,000	50%
In-Kind Match (if any)	\$0	0%
Other Funds (if any):	\$0	0%
Total Project Cost:	\$3,000,000	100%

If there are any cost savings or if the contract award is under the engineer's estimate, 23 C.F.R. 630.106(f) shall not apply to any match for the TIGER Discretionary Grant amount, and the Recipient's funding amount and percentage share may be reduced,

¹ Cities of Sacramento, \$750,000 and West Sacramento, \$750,000

provided that the Recipient's share of the costs under the Act may not be reduced below 20% for urban area projects.

2.4 Recipient's and any Sub-Recipient's Dun and Bradstreet Information:

Dun and Bradstreet Data Universal Numbering System (DUNS) No. of the Recipient:

0384604370000

Name of any First-Tier Sub-Recipients: N/A

DUNS No. of First-Tier Sub-Recipient: N/A

2.5 Recipient's Designation of Official Contact (to whom all communications from Government will be addressed):

Jason McCoy, AICP
Senior Transportation Planner
City of West Sacramento
Public Works Department
1110 West Capitol Avenue
West Sacramento, CA 95691
916-617-4832
mccoyj@cityofwestsacramento.org

Notwithstanding paragraph 5.3 of this Grant Agreement, the Recipient may update the contact information listed in this paragraph by written notice (formal letter) to the Government without the need for a formal amendment to this Agreement.

- 2.6 The FHWA Technical Representative (FHWA TR) designated in Section 3.5 herein will assist in monitoring the work under this Agreement. The FHWA TR will oversee the technical administration of this Agreement and act as technical liaison with the recipient. The FHWA TR is not authorized to change the scope of work or specifications as stated in the Agreement, to make any commitments or otherwise obligate the Government or authorize any changes which affect the Agreement funding, delivery schedule, period of performance or other terms or conditions.

SECTION 3. REPORTING REQUIREMENTS

Subject to the Paperwork Reduction Act, and consistent with the purposes of the TIGER Discretionary Grant Program, Recipient agrees to collect data necessary to measure performance of the Project and to ensure accountability and transparency in Government spending. Recipient further agrees to submit periodic reports to the Government that contain data necessary to measure performance of the Project and to ensure accountability and transparency in Government spending.

- 3.1 **Project Progress and Monitoring Reports:** Consistent with the purposes of the TIGER Discretionary Grant Program, to ensure accountability and transparency in Government spending, the Recipient shall submit quarterly progress reports and the Federal Financial Report (SF-425) to the contacts designated by the Government in section 3.5, as set forth in Exhibit H, Quarterly Progress Reports: Format and Content, to the Government on a quarterly basis, beginning on the 20th of the first month of the calendar year quarter following the execution of the Agreement, and on the 20th of the first month of each calendar year quarter thereafter until completion of the Project. The initial report shall include a detailed description, and, where appropriate, drawings, of the items funded.

The Recipient shall submit an electronic copy, in PDF format, to the FHWA TR, and one electronic copy to the FHWA Planning POC on or before the 20th of the month following the calendar quarter being reported. Reports submitted under this provision satisfy the NOFA requirement for a midterm and final report.

Calendar Quarters are:

- (1) January - March
- (2) April - June
- (3) July - September
- (4) October- December

Each report shall contain concise statements covering the activities relevant to the project, including:

- a summary of work performed for the current quarter;
- a summary of work planned for the upcoming quarter;
- a description of any problem encountered or anticipated that will affect the completion of the work within the time and fiscal constraints as set forth in the Grant Agreement, together with recommended solutions to such problems; or, a statement that no problems were encountered;
- a tabulation of the current and cumulative costs expended for each task, by quarter, versus budgeted costs; and
- SF425, Financial Status Report.

- 3.2 **Annual Budget Review and Program Plan:** The Recipient shall submit an Annual Budget Review and Program Plan to the Government via e-mail 60 days prior to the end of each Agreement year. The Annual Budget Review and Program Plan shall provide a detailed schedule of activities, include forecasted expenditures, and schedule of milestones for the upcoming Agreement year. If there are no proposed deviations from the approved Estimated Project Budget, the Annual Budget Review shall contain a statement stating such. The Recipient will meet with the Government to discuss the Annual Budget Review and Program Plan. If there is an actual or projected project cost increase, the annual submittal should include a written plan for providing additional sources of funding to cover the project budget shortfall or supporting documentation of committed funds to cover the cost increase.

- 3.3 Recipient shall submit each report via email to each of the Government contacts identified in paragraph 3.5 of this Agreement. The email shall reference and identify in the email subject line the TIGER Grant Number and provide the number of the report submitted, e.g., Re: FHWA FY 2014 TIGER Discretionary Grant No. P-15 – Quarterly Progress Report No. 1 or 2 or 3, etc.
- 3.4 **Closeout Process:** Closeout occurs when all required project work and all administrative procedures described in Title 23 (or 2 C.F.R. 200.342-.345, as applicable) are completed, and the Government notifies the Recipient and forwards the final Federal assistance payment, or when the Government acknowledges Recipient's remittance of the proper refund. Within 90 days of the Project completion date or termination by the Government, the Recipient agrees to: (1) submit a final Federal Financial Report (SF-425), a certification or summary of project expenses, and third-party audit reports; and (2) provide a report on the final scope of work, schedule, and budget compared against the scope of work described in section 2.1, the Project's Schedule Summary in section 2.2, and the Project's Budget Summary in section 2.3.
- 3.5 All notices or information required by this Agreement should be addressed and sent to all the Government contacts as follows:

TIGER Program Coordinator
FHWA California Division
650 Capitol Mall, Suite 4-100
Sacramento, CA 95814-4708
916-498-5001

and

FHWA TIGER Program Manager
Federal Highway Administration
Office of Freight Management and Operations
1200 New Jersey Avenue, SE
Room E86-201
Washington, DC 20590
(202) 366-0857
FHWA-TIGER.Reports@dot.gov

and

OST TIGER Discretionary Grants Coordinator
United States Department of Transportation
Office of the Secretary
1200 New Jersey Avenue, SE

Washington, DC 20590
(202) 366-8914
TIGERGrants@dot.gov

Notwithstanding paragraph 5.3 of this Grant Agreement, the Government may update the contact information listed in this paragraph by written notice (formal letter) to the Recipient without the need for a formal amendment to this Agreement.

SECTION 4. SPECIAL GRANT REQUIREMENTS

- 4.1 An acknowledgment of FHWA support and a disclaimer must appear in any publication of any material, whether copyrighted or not, based on or developed under the Agreement, in the following terms:

“This material is based upon work supported by the FHWA under Grant Agreement P-15.”

All materials must also contain the following:

“Any opinions, findings, and conclusions or recommendations expressed in this publication are those of the Author(s) and do not necessarily reflect the view of the FHWA.”

- 4.2 The Recipient shall make available to the Government copies of all work developed in performance of this Grant Agreement, including but not limited to software and data. The Government and others acting on its behalf shall have unlimited rights to obtain, reproduce, publish, or otherwise use the data developed in the performance of this Agreement pursuant to 2 C.F.R. Part 200.315.
- 4.3 The Recipient shall complete the preparation of all required environmental documentation, including an anticipated environmental assessment, in compliance with the National Environmental Policy Act (NEPA) and the California Environmental Quality Act (CEQA).
- 4.4 There are no other special grant requirements for this Project.

SECTION 5. TERMINATION, EXPIRATION, AND MODIFICATION

- 5.1 Subject to terms set forth in this Agreement, the Government reserves, in its sole discretion, the right to terminate this Agreement and all of its obligations associated with this Agreement, unless otherwise agreed to in a signed writing between the Recipient and the Government, if any of the following occurs:
- 5.1.1 The Recipient fails to obtain or provide any non-TIGER Discretionary Grant contribution or alternatives approved by the Government as provided in this Agreement and in accordance with paragraphs 2.2 and 2.3;

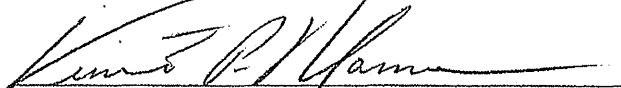
- 5.1.2 The Recipient fails to begin the Project before **June 4, 2016**;
- 5.1.3 The Recipient fails to begin expenditure of Grant funds by **July 16, 2016**;
- 5.1.4 The Recipient fails to meet the conditions and obligations specified under this Agreement including, but not limited to, a material failure to comply with the schedule in paragraph 2.2 even if it is beyond the reasonable control of the Recipient, or after giving the Recipient a reasonable opportunity to cure such failure; or,
- 5.1.5 The Government, in its sole discretion, determines that termination of the Agreement is in the public interest.
- 5.2 Funds made available under this Agreement shall be obligated by Recipient on or before September 30, 2016. Funds made available under this Agreement, once obligated, are available for liquidation and adjustment through September 30, 2021, the "Grant Termination Date." Unless otherwise agreed to by the parties, this Agreement shall terminate on the Grant Termination Date.
- 5.3 Either party (the Government or the Recipient) may seek to amend or modify this Agreement prior to the Grant Termination Date by written notice (formal letter) to the other party. The Grant Agreement may be amended or modified only on the mutual written agreement by both parties. Changes to Attachments B and C (Estimated Project Schedule and Estimated Project Budget) do not require modification through the process in this paragraph if such modifications do not affect the dates or amounts in paragraphs 2.2 and 2.3, and the change has been consented to by the Government in writing consistent with the requirements of FHWA (including by email).

SECTION 6. AWARD AND EXECUTION OF GRANT AGREEMENT

- 6.1 **Counterparts:** This Agreement may be executed in counterparts, which shall constitute one document. This Agreement shall be executed in quadruplicate; each countersigned original shall be treated as having identical legal effect.
- 6.2 **Effective Date:** The Agreement shall be effective when fully executed by authorized representatives of the Recipient and the Government; provided, however, that the Recipient shall execute this Agreement, and then submit four (4) original signed copies of the Agreement to the Government for execution. When signed and dated by the authorized official of the Government, this instrument will constitute an Award under the Act.
- 6.3 **Survival:** Notwithstanding anything to the contrary contained herein, the provisions of this Agreement relating to reporting requirements set forth in Section 3 of this Agreement shall survive the expiration or earlier termination of this Agreement.

EXECUTION BY THE GOVERNMENT

Executed this 26th day of Jan, 2016.


Signature of Government's Authorized Representative

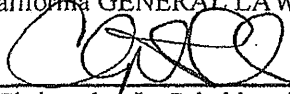
Vincent P. Mammano
Division Administrator
FHWA California Division

EXECUTION BY CITY OF WEST SACRAMENTO, CA

By signature below, the Recipient acknowledges that it accepts and agrees to be bound by this Agreement.

Executed this 16th day of December, 2015.

City of West Sacramento
A California GENERAL LAW CITY



For Christopher L. Cabaldon, Mayor

ATTEST:



Kryss Rankin, CITY Clerk

APPROVED AS TO FORM:



Jeff Mitchell, CITY Attorney

EXECUTION BY STATE DEPARTMENT OF TRANSPORTATION

By signature below, the State Department of Transportation (SDOT) acknowledges that it agrees to act as a limited agent for the Recipient to assist in the receipt and disbursement of the TIGER Discretionary Grant obligated by this Agreement and to perform such other administrative and oversight duties with respect to the Grant and the Project as the Recipient and the SDOT shall agree upon between themselves. The SDOT acknowledges the fiduciary duty owed to the parties to this agreement and will promptly disburse the TIGER Grant to the Recipient at Recipient's direction and instructions. Further, the SDOT will comply with all applicable Federal laws, regulations, executive orders, policies, guidelines, and requirements as they relate to the duties it assumes under this Agreement in compliance with the terms and conditions contained herein.

Executed this 21 day of Jan., 20116



Signature of State Department of Transportation Designated
Official Representative

Malcolm Dougherty
Director
California Department of Transportation

ATTACHMENT A STATEMENT OF WORK

The West Sacramento Multimodal Corridor and River Crossing planning project completes the environmental documentation phase of a new Broadway Bridge crossing the Sacramento River, connecting the City of West Sacramento to Sacramento.

The bridge crossing will connect West Sacramento near 15th Street and Sacramento near Broadway Avenue, a distance of approximately 0.8 miles. The length of the proposed bridge is about 850 feet, composed of a central moveable span of approximately 250 feet and two fixed span approach structures each with a length of about 300 feet.

Project tasks included in the scope of the project include:

- Alternatives Analysis – task will include site investigation, data acquisition and mapping. Conceptual bridge alignment alternatives and approach configurations presented in the Broadway Bridge Feasibility Study (to be completed December 2015) will be further screened using additional traffic data, more extensive travel forecasting analysis applying regional, sub-regional and local performance measures, and with additional stakeholder and public outreach. This task will include a Benefit-Cost Analysis for bridge type selection and preparation of an Operations/Analysis Report.
- Preliminary Engineering – task will include preparation of Geometric Approval Drawings and structural Advance Planning Studies; including development of conceptual geometrics, aesthetic concepts and additional stakeholder and community outreach. 30% plans and results from preliminary engineering tasks will serve as the basis for the Project Report.
- Environmental Documentation – task will commence with preparation the Preliminary Environmental Study Form, project description, publication of the project Notice of Preparation and a public scoping meeting. Technical studies prepared under this task will include a natural environment study, hydro-acoustic study, essential fish habitat evaluation, high water mark and wetland delineation, biological assessment, historic resources evaluation, cultural findings, Section 4(f) evaluation, visual and community resource assessment, noise study, and air quality analysis. A joint Draft Environmental Impact Report/Environmental Assessment (EIR/EA) following Caltrans annotated outline and direction from the City of West Sacramento will be prepared. Environmental documentation will include (as required) Preparation of Findings, Statement of Overriding Considerations, Notice of Determination, Mitigation Monitoring Plan, Administrative Draft and Final EIR/EA. This task will also include permitting agency coordination, environmental base mapping and community outreach.
- Project Report and Approvals – A project report will be prepared based on 30% Plans and will be consistent with current City of West Sacramento and City of Sacramento

standards. The report will include traffic, structure type analysis, preliminary geometrics, conceptual aesthetics, and long-term maintenance approach. The approved Project Report will be included as part of the documentation for the Caltrans Preliminary Engineering Evaluation Report (PEER). This task will include overall project management including State, federal and local agency coordination, public presentations and public relations.

**ATTACHMENT B
ESTIMATED PROJECT SCHEDULE**

Planned RFQ/RFP Advertisement Date	January 21, 2016
Planned Consultant Selection Date	March 23, 2016
Planned Start of Project Date	April 04, 2016
Planned Alternatives Analysis Start Date	May 01, 2016
Planned Preliminary Engineering Start Date	September 12, 2016
Planned Alternatives Analysis End Date	October 03, 2016
Planned Environmental Document Start Date	December 05, 2016
Planned Preliminary Engineering End Date	January 29, 2018
Planned Project Report and Approvals Start Date	January 08, 2018
Planned Approval Final Environmental Document	May 30, 2018
Planned Draft Project Report Date	April 02, 2018
Planned Final Project Report Date	June 01, 2018
Planned Project Completion Date	August 3, 2018
Planned Project Closeout Date	August 3, 2019

**ATTACHMENT C
ESTIMATED PROJECT BUDGET**

Activity	FY14 TIGER Funds	Local Funds			Planned Project Cost
Alternatives Analysis	\$200,000	\$200,000			\$400,000
Preliminary Engineering	\$650,000	\$650,000			\$1,300,000
Environmental Documentation	\$425,000	\$425,000			\$850,000
Project Report and Approvals	\$225,000	\$225,000			\$450,000
Total	\$1,500,000	\$1,500,000			\$3,000,000

RESOLUTION 15-69

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST SACRAMENTO
ACCEPTING THE BROADWAY BRIDGE FEASIBILITY STUDY

WHEREAS, policy documentation that includes the General Plan of both the City of West Sacramento and City of Sacramento, the Sacramento Riverfront Master Plan, the Metropolitan Transportation Plan, and the Sacramento River Crossing Need and Purpose Study indicate the need for two new bridges over the Sacramento River; and

WHEREAS, the City of West Sacramento, with support of the City of Sacramento sought and obtained funding from the SACOG Regional Funding Program to prepare a feasibility study for the Broadway Bridge Project; and

WHEREAS, the City of West Sacramento, with support of the City of Sacramento, has completed the Broadway Bridge Feasibility Study and presented the findings to the City Council of the City of West Sacramento for formal acceptance; and

WHEREAS, the West Sacramento City Council approved Resolution 14-16 directing staff to submit an application for \$1.5 million in federal funding to complete the Project Approval and Environmental Document (PA/ED) phase of the Broadway Bridge Project, and has since been awarded those funds under the TIGER VI Discretionary Grants Program.

NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of West Sacramento:

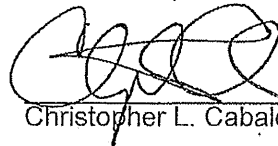
1. The City Council hereby accepts the findings of the Broadway Bridge Feasibility Study and concludes the objectives of the feasibility study have been satisfied.
2. The City Council recommends commencement of the subsequent Project Approval and Environmental Document (PA/ED) Phase of the Broadway Bridge Project.
3. The City Council authorizes the Mayor to sign the attached Grant Agreement under the Consolidated Appropriations Act, 2014 (Pub. L. 113-76, January 17, 2014) for the National Infrastructure Investments Discretionary Grant Program (FY 2014 TIGER Discretionary Grants) between the City of West Sacramento, U.S. Department of Transportation Federal Highway Administration, and the California Department of Transportation.

PASSED AND ADOPTED by the City Council of the City of West Sacramento this 16th day of December, 2015 by the following vote:

AYES: Johannessen, Kristoff, Ledesma, Sandeen, Cabaldon.

NOES: None.


ABSENT: None.



Christopher L. Cabaldon, Mayor

ATTEST:


Kryss Rankin, City Clerk

I hereby certify that, if bearing the seal of the City of West Sacramento (or Redevelopment Agency), this document is a full, true and correct copy of the original on file in this office.
ATTEST: 
City Clerk

RESOLUTION 15-69

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST SACRAMENTO
ACCEPTING THE BROADWAY BRIDGE FEASIBILITY STUDY

WHEREAS, policy documentation that includes the General Plan of both the City of West Sacramento and City of Sacramento, the Sacramento Riverfront Master Plan, the Metropolitan Transportation Plan, and the Sacramento River Crossing Need and Purpose Study indicate the need for two new bridges over the Sacramento River; and

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NOW, THEREFORE BE IT RESOLVED, that the City Council of the City of West Sacramento:

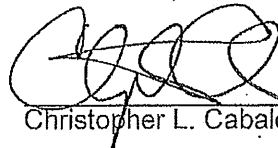
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PASSED AND ADOPTED by the City Council of the City of West Sacramento this 16th day of December, 2015 by the following vote:

AYES: Johannessen, Kristoff, Ledesma, Sandeen, Cabaldon.


NOES: None.

ABSENT: None.


Christopher L. Cabaldon, Mayor

ATTEST:


Kryss Rankin, City Clerk

I hereby certify that, if bearing the seal of the City of West Sacramento (or Redevelopment Agency), this document is a full, true and correct copy of the original on file in this office.
ATTEST: 
City Clerk

ADDENDUM No. 1

**GRANT AGREEMENT UNDER THE
CONSOLIDATED APPROPRIATIONS ACT, 2014 (Pub. L. 113-76,
JANUARY 17, 2014)
FOR THE NATIONAL INFRASTRUCTURE INVESTMENTS
DISCRETIONARY GRANT PROGRAM
(FY 2014 TIGER DISCRETIONARY GRANTS)**

City of West Sacramento

Broadway Bridge

FHWA FY 2014 TIGER Planning Grant No. 15

SECTION 1. PURPOSE OF ADDENDUM

- a) The purpose of this addendum, Addendum No. 1 (the “Addendum”) to FHWA FY 2014 TIGER Planning Grant No. 15 (“Grant Agreement”), is to recognize and accept revisions to the schedule for the “Broadway Bridge” Project (“Project”).
- b) This Addendum will constitute a formal amendment to the Grant Agreement which was executed by the U.S. Department of Transportation, the Federal Highway Administration (the “Government” or “FHWA”) and City of West Sacramento (the “Recipient”) (collectively the “Parties”). Except as modified, changed and supplemented by this Addendum, all terms and conditions of the original Grant Agreement shall continue in full force and effect.
- c) The following sets out the amendments to the referenced sections of the Grant Agreement:

SECTION 2. AMENDED SECTION 2 OF THE GRANT AGREEMENT

Section 2.2 of the Grant Agreement is amended and restated in its entirety and will read as follows:

2.2 Project’s Schedule Summary (for further information see Attachment B):

Actual Consultant Selection Date	March 23, 2016
Actual Start of Project Date	April 04, 2016
Planned Draft Project Report Date	April 02, 2020

Actual Environmental Document Start Date	April 3, 2017
Anticipated Approval Final Environmental Document	May 18, 2020
Planned Final Project Report Date	June 1, 2020
Planned Project Completion Date	August 3, 2020
Planned Project Closeout Date	September 3, 2021

SECTION 2. AMENDED ATTACHMENT B OF THE GRANT AGREEMENT

Attachment B of the Grant Agreement is amended and restated in its entirety and will read as follows:

**ATTACHMENT B
ESTIMATED PROJECT SCHEDULE**

Actual RFQ/RFP Advertisement Date	January 21, 2016
Actual Consultant Selection Date	March 23, 2016
Actual Start of Project Date	April 4, 2016
Actual Alternatives Analysis Start Date	April 3, 2017
Actual Preliminary Engineering Start Date	March 27, 2017
Actual Alternatives Analysis End Date	September 8, 2017
Actual Environmental Document Start Date	April 3, 2017
Planned Preliminary Engineering End Date	June 29, 2018
Planned Project Report and Approvals Start Date	May 27, 2019
Planned Approval Final Environmental Document	May 18, 2020
Planned Draft Project Report Date	April 2, 2020
Planned Final Project Report Date	June 1, 2020
Planned Project Completion Date	August 3, 2020
Planned Project Closeout Date	September 3, 2021

SECTION 3. EXECUTION OF ADDENDUM

There are four (4) identical counterparts of this Addendum in typewritten hard copy; each counterpart is to be fully signed in writing by the parties and each counterpart is deemed to be an original having identical legal effect. When signed and dated by the authorized official of the Government, this instrument will constitute a formal amendment to the Grant Agreement. Except as modified, changed, and supplemented by this Addendum, all terms of the original Grant Agreement shall continue in full force and effect. Upon full execution of this Addendum by the Parties, the effective date will be the date the Government executes this Addendum as set forth below.

EXECUTION BY THE GOVERNMENT

Executed this _____ day of _____, 201__.

Signature of Government's Authorized Representative

Vincent P. Mammano
Division Administrator
FHWA California Division

EXECUTION BY CITY OF WEST SACRAMENTO, CA

Executed this _____ day of _____, 201__.

City of West Sacramento
A California GENERAL LAW CITY

For Christopher L. Cabaldon, Mayor

ATTEST:

Kryss Rankin, CITY Clerk

APPROVED AS TO FORM:

Jeff Mitchell, CITY Attorney

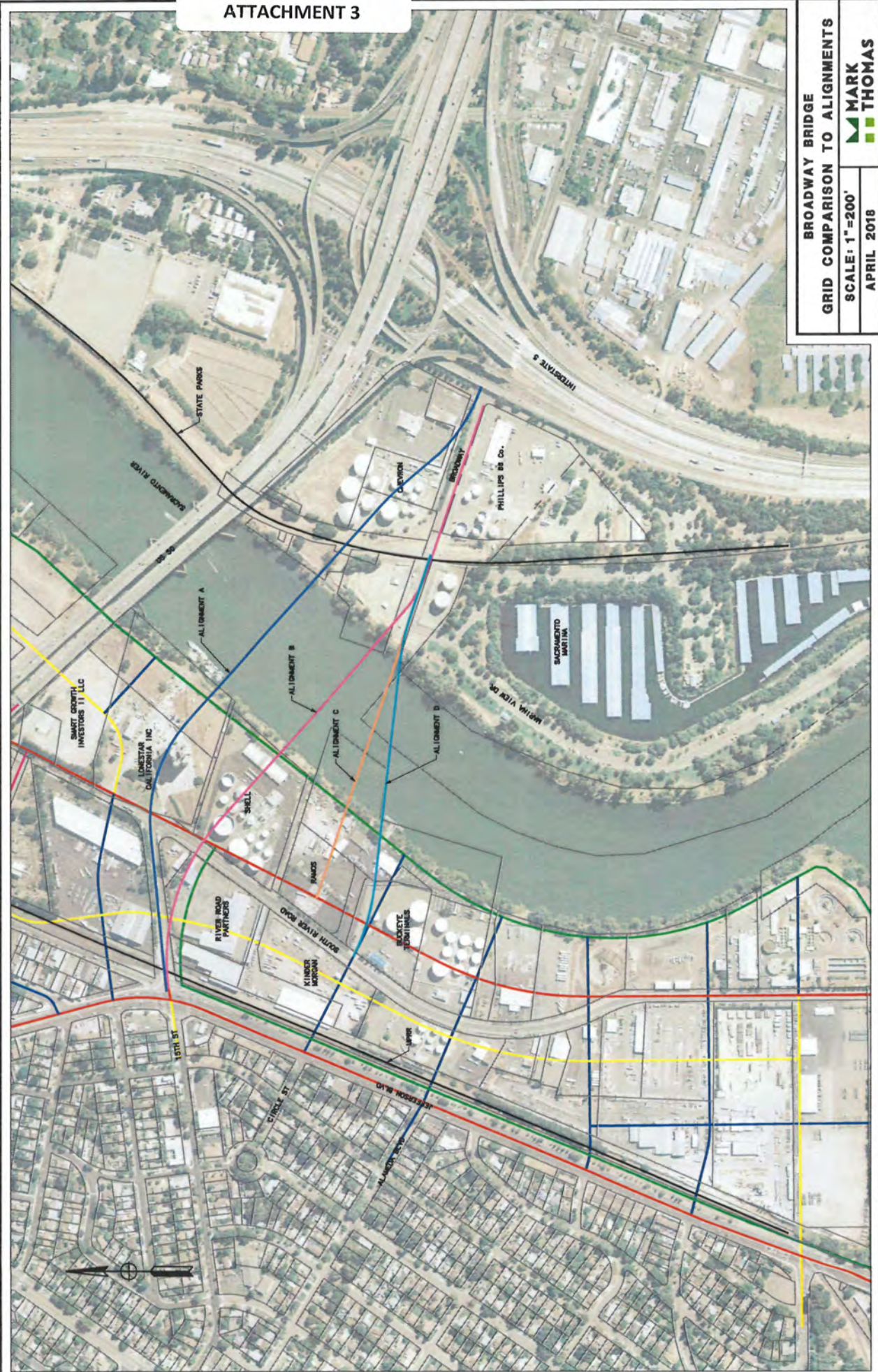
EXECUTION BY STATE DEPARTMENT OF TRANSPORTATION

Executed this _____ day of _____, 201__.

Signature of State Department of Transportation Designated
Official Representative

Malcolm Dougherty
Director
California Department of Transportation

ATTACHMENT 3



BROADWAY BRIDGE GRID COMPARISON TO ALIGNMENTS	
SCALE: 1" = 200'	MARK THOMAS
APRIL 2018	

MEETING DATE: June 27 2018

ITEM # 10

SUBJECT:


CONSIDERATION OF INFORMATION REGARDING THE SUBMISSION OF GRANT FUNDING APPLICATIONS FOR THE ACTIVE TRANSPORTATION PROGRAM AND SACOG REGIONAL FUNDING PROGRAM

INITIATED OR REQUESTED BY:

Council Staff
 Other

REPORT COORDINATED OR PREPARED BY:

Chris Dougherty, Senior Transportation Analyst


 Denix Anbiah, Director
 Department of Public Works

ATTACHMENT Yes No Information Direction Action

OBJECTIVE

The objective of this report is to provide information to the City Council concerning various transportation grant applications that staff is submitting for the Active Transportation Program and the SACOG Regional Funding Program.

RECOMMENDED ACTION

It is respectfully recommended that the City Council receive this informational update on the Active Transportation Program and the SACOG Regional Funding Program.

BACKGROUND

On May 3, 2018, the Sacramento Area Council of Governments (SACOG) announced a call for projects for the 2018 Community Design Funding Program. The Community Design Funding Program has a funding target of \$16,338,700 for the four-county service area. The emphasis of the 2018 Community Design Program is to provide financial assistance on projects that help create placemaking in local communities. The awarded funding will help towards the implementation Blueprint Project Principles: mixed land uses, transportation options, housing choice, compact development, use existing assets, quality design, and natural resource protection. The program requires a local match of 11.47%. Applications for this program are due June 29, 2018.

On May 16, 2018, the California Transportation Commission announced a call for projects for the Active Transportation Program (ATP) Cycle 4. The ATP combines several existing funding sources that include the Bicycle Transportation Account, Safe Routes to School, and Recreation Trails to fund projects that promote non-motorized transportation. This program contains both state and federal funding. The funds are to be distributed to both the State, to SACOG, and the various other MPO's around the state with 50% distributed to the state, 40% distributed to the MPO's and 10% dedicated for rural areas. Grant applications for the Statewide call for projects are to be submitted to the State by July 31, 2018. SACOG will have a separate call for projects and all projects that are not funded by the State will automatically be sent to the MPO's for consideration in their calls for projects. The Statewide program does not have a matching funds requirement but adds to the project scoring if there are matching funds. The matching requirement for the Regional Active Transportation Program is expected to be 11.47%. The regional call for projects has not been announced but is expected in the next month.

On May 21, 2018 SACOG announced a call for projects for the 2018 Cycle of the Regional Funding Program. The Regional Funding Program has a funding target of \$92,586,000 for the four-county service area. The emphasis of the 2018 Regional Program is to fund cost-effective transportation projects that realize the performance benefits of the MTP/SCS. The program seeks to promote effective and efficient use of limited state and federal funding resources to both develop and maintain the regional transportation network and provide regional benefits. A new requirement for this round is the Project Performance Assessment tool. This tool seeks to add a more data-driven approach to project selection from the program. Applications for this program are due July 19, 2018.

ANALYSIS

Staff will be applying for grants for the following projects that are included in City Council approved CIP:

Program	Project	Requested Funding	Local Match	Funding Source (Local Match)
Community Design Program	Washington District Gateway	\$2.3 Million	\$850,000	Community Investment Fund
Active Transportation Program	Sycamore Phase 3	\$800,000	\$260,000	Community Investment Fund
Regional Program	West Capitol Ave Road Rehabilitation	\$4.3 Million	\$556,000	Corporation Yard Impact Fee Fund

Community Design Program Finding Application

The Washington District Gateway Project will design and construct the River Walk North Trail and be used to construct improved gated bicycle and pedestrian rail crossings, streetscape improvements on the west side of 3rd Street between C Street and D Street and on C Street between 3rd Street and 4th Street, and a mid-block crossing on 3rd Street between D Street and E Street, which will support adaptive re-use and new residential projects. The River Walk North project will improve community connectivity by completing a missing segment of a bicycle (Class I) pedestrian trail along the levee from the Broderick Boat Ramp to the I Street Bridge. This will create a continuous bicycle facility between The Rivers residential development to the north, the Bridge District to the south, and includes two bridge connections to downtown Sacramento. Additionally, the River Walk North project includes an extension of the trail traversing west along D Street and 2nd Street to the heart of the Washington District at 3rd Street since crossing under the I Street Bridge is not possible in winter months. The grant application will request \$2.3 million in funding with \$850,000 in local matching funds.

Active Transportation Program Funding Application

The Sycamore Trail Phase 3 project is a bicycle and pedestrian trail that starts at Westmore Oaks Elementary School and continues south to the intersection of Park Blvd and Stone Blvd. The trail also utilizes the Lower Northwest Interceptor right of way. Access from the Westmore Oaks Elementary School site will be worked out during the currently underway design phase of the project. The proposed project is in a defined disadvantaged community by the ATP program. The planning and design of this project will emphasize both safety and access through lighting and inviting entry features. The grant application will request approximately \$800,000 in construction funding and will include \$260,000 in local matching funds.

This project is part of the larger Sycamore Trail Phases 2 & 3 project which has an estimated total cost of \$7,350,000. We have previously received funding of \$1.15 million for pre-construction activities of the project through the SACOG Bicycle and Pedestrian Funding Program and \$5.2 million for construction of the US-50 bridge from the Urban Greening Program from the California Natural Resources Agency.

SACOG Regional Funding Program Application

Staff has selected the westerly extension of the West Capitol Ave Road Rehabilitation Project as the most competitive project for the funding program. This 1.4 mile reconstruction of West Capitol Ave will extend from Harbor Blvd to Enterprise Blvd. The project will add drainage, sidewalks, access ramps, lighting, separated/buffered bike lanes, and high visibility pedestrian crossings to the corridor. The projects extend the existing funded project on West Capitol Ave and, if funded, will complete the West Capitol Ave corridor from Jefferson Blvd to Enterprise Blvd. This project is seeking construction only funding of approximately \$4.3 million and includes a \$556,000 in local matching funds.

In addition to this application, West Sacramento is a partner in the City of Sacramento's funding application for the I Street Bridge.

Environmental Considerations

N/A Environmental documentation will be performed individually for each project discussed herein.

Commission Recommendation

N/A

Strategic Plan Integration

The promotion of bicycling furthers the City's pursuit of several adopted planning strategies implementing the Council's strategic plan goal of Vibrant Neighborhoods and Comfortable Life Style and Living Strategies as well as support a Strong, Diverse Local Economy by providing Quality Infrastructure.

Alternatives

The City Council may choose to not receive this informational update.

Coordination and Review

Staff has coordinated with the Economic Development Department in addition to the Washington Unified School District and Regional Sanitation for both Sycamore Phase 3 and The West Capitol Ave Road Rehabilitation Project

Budget/Cost Impact

All local match funding has been previously approved by the City Council and are listed above.

ATTACHMENT(S)

None

MEETING DATE: June 27, 2018

ITEM # 11

SUBJECT:

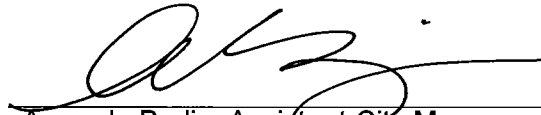
CONSIDERATION OF RESOLUTION 18-32 CALLING AN ELECTION AND REQUESTING THE BOARD OF SUPERVISORS TO PERMIT THE COUNTY CLERK TO RENDER SPECIFIED SERVICES TO THE CITY RELATING TO THE CONDUCT OF A MUNICIPAL ELECTION ON NOVEMBER 6, 2018

INITIATED OR REQUESTED BY:

REPORT COORDINATED OR PREPARED BY:

Council Staff
 Other

Kryss Rankin, City Clerk


 Amanda Berlin, Assistant City Manager

ATTACHMENT Yes No Information Direction Action

OBJECTIVE

The purpose of this report is to call an election for the purpose of electing two council members and a mayor and to consolidate the election with the statewide general election on November 6, 2018.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council adopt Resolution 18-32 calling an election and requesting the Board of Supervisors to permit the County Clerk to render specified services to the City relating to the conduct of a Municipal Election to be held on November 6, 2018 in consolidation with the General Election.

BACKGROUND

If the City wishes to have the County Clerk conduct the election, the Council must request the Board of Supervisors, by resolution, to consolidate the Municipal and General Elections and to allow the County Clerk to conduct the election. The County Clerk has requested that resolutions requesting consolidation be received no later than July 13. The candidate filing period begins on July 16.

ANALYSIS

The California Elections Code and Government Code specify certain requirements and options available to a City for the conduct of an election. The steps outlined in this report are required to allow the County Clerk to conduct the election for the City.

Resolution 18-32 calls the election, specifies the offices to be filled, requests consolidation with the General Election on November 6, 2018 and outlines election services to be provided by the County Clerk to the City. The latter includes publication of required legal notices, ballot printing and mailing, absentee ballot distribution and receipt, precinct worker recruitment and training and election-day activities including vote tabulation. The resolution also states that each candidate is to pay \$400 for the publication of the optional Candidate's Statement. If the candidate chooses also to have the statement in Russian and/or Spanish, the candidate will be charged in full in accordance with fees established by Yolo County Elections. The word count for the statements is 200.

The City Clerk is the filing officer for city council and mayoral candidate nomination papers, FPPC filings, as well as issues concerning any ballot measure. The City Clerk will also coordinate and oversee daily election activities within the City, including handling phone requests for polling locations and tracking tabulation of the votes after the polls close.

Environmental Considerations

N/A

Commission Recommendations

N/A

Strategic Plan Integration

The recommended action furthers the City's goal of providing quality city services.

Alternatives

Election Code Section 13306(a)(1) authorizes the governing body to increase the limitation of words for the candidate statement from 200 to 400 words. The word count has never been increased by the Council. A longer statement would increase printing costs and rates could not be increased in time to recover this extra expense from the candidates. The Council could ask staff to consider this for future elections.

Coordination and Review

The City Attorney was consulted during the preparation of this report.

Budget/Cost Impact

Staff anticipates that the election will cost approximately \$45,000. This is included in the 2018-2019 budget.

ATTACHMENT

Resolution 18-32

RESOLUTION 18-32
A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST SACRAMENTO
CALLING AN ELECTION AND REQUESTING THE YOLO COUNTY BOARD OF
SUPERVISORS TO PERMIT THE YOLO COUNTY CLERK
TO RENDER SPECIFIED SERVICES TO THE CITY RELATING TO THE CONDUCT OF A
MUNICIPAL ELECTION TO BE HELD IN THE CITY ON NOVEMBER 6, 2018 IN
CONSOLIDATION WITH THE GENERAL ELECTION

WHEREAS, under provisions of the laws relating to general law cities in the State of California, a General Municipal Election shall be held on November 6, 2018; and

WHEREAS, pursuant to the requirements of the laws of the State relating to General Law Cities, there is called and ordered to be held in the City of West Sacramento, CA, on Tuesday, November 6, 2018, a General Municipal Election for the purpose of electing two members of the City Council for the full term of four years, and one Mayor for a term of two years; and

WHEREAS, the Clerk of Yolo County has traditionally provided the City of West Sacramento with services necessary to conduct municipal elections and the Yolo County Clerk's office has expertise in providing these services; and

WHEREAS, the Yolo County Board of Supervisors is hereby requested to permit the County Clerk to render services as specified in Exhibit "A" attached herein; and

WHEREAS, the City has traditionally consolidated its election with the County and requests to consolidate with the Statewide General Election on November 6, 2018.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West Sacramento that the Yolo County Board of Supervisors is requested to consolidate the Municipal Election with the General Election, to authorize the County Clerk to provide the services specified in Exhibit "A" and to provide that the County of Yolo shall be reimbursed for services performed when the work is completed and upon presentation to the City of a properly prepared bill; and

BE IT FURTHER RESOLVED that each candidate is to pay \$400 for the publication of the optional Candidate's Statement, pursuant to Election Code Section 13306 and the Book of Fees. If the candidate elects to have Spanish and/or Russian translation of his/her candidate statement, the candidate will be charged in full in accordance with fees established by Yolo County Elections. The limitation of the number of words that a candidate may use in his/her Candidate Statement is 200 words.

PASSED AND ADOPTED by the City Council of the City of West Sacramento this 27th day of June, 2018 by the following vote:

AYES:
NOES:
ABSENT:

Christopher L. Cabaldon, Mayor

ATTEST:

Kryss Rankin, City Clerk

EXHIBIT "A" of Resolution 18-32

Services to be rendered by the Yolo County Clerk to the City of West Sacramento for the November 8, 2016 General Municipal Election:

- a. The publication of all required legal notices pertaining to the election and provide copy of affidavit of publication to City.
- b. Verify nomination signatures.
- c. Provide copies of all precinct maps and additional maps the City requires.
- d. Provide one set of voter lists (precinct/street order) at the close of registration.
- e. Recruiting and training for precinct workers and securing polling places.
- f. Provide printer proof samples of all city ballot material in a timely manner to allow for any changes prior to the final printing deadline.
- g. Encoding the ballots for computer count, providing a test run, appointing an Accuracy and Logistics Board to certify computer programming for ballot tabulation, tabulating unofficial election results.
- h. Verification of absent voter ballot application signatures, and processing absent voter pamphlets.
- i. Labeling of sample ballot pamphlets.
- j. Providing election supplies, including voting booths, tables, chairs, voting devices, flags and other election-related items.
- k. Provide Statement of Vote pursuant to state law.
- l. Any other services reasonably required to conduct this election.

West Sacramento City Clerk, as the Chief Elections Official for the City of West Sacramento will conduct all aspects of election not specified above, including but not limited to:

- a. Issue and file candidates' nomination papers.
- b. Proof sample/official ballots.
- c. Prepare resolution canvassing votes to be adopted by Council.
- d. Serve as filing officer for all FPPC statements for city candidate and ballot measure committees.
- e. Other services as required.

MEETING DATE: June 27, 2018

ITEM # 12

SUBJECT:

CONSIDERATION OF APPROVAL OF NEW JOB CLASSIFICATION DESCRIPTIONS, UPDATES TO EXISTING JOB CLASSIFICATION DESCRIPTIONS, UPDATES TO BENEFIT SUMMARIES, AND CLASSIFICATION PLAN AND AUTHORIZED POSITION LIST FOR FISCAL YEAR 2018/19

INITIATED OR REQUESTED BY:
 Council Staff

 Other
REPORT COORDINATED OR PREPARED BY:

Liane Lee, Human Resources Manager

Amanda Berlin, Assistant City Manager

ATTACHMENT Yes No

 Information

 Direction

 Action
OBJECTIVE

The purpose of this report is to seek City Council approval of new job classification descriptions and updates to existing job classification descriptions, updates to Benefit Summaries for the Police Officers Association (POA) Benefit Summary for City Manager, Benefit Summary for Police Recruit, and the Classification Plan and the Authorized Position List for Fiscal Year 2018/19.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council approve the following:

1. Modified job classification description for the Crime Scene Investigator I/II/III position;
2. Modified job classification description for the Property and Evidence Technician I/II position;
3. Modified job classification description for the Police Recruit position;
4. New job classification description for the Associate Transportation Planner position;
5. New job classification description for the Senior Transportation Planner position;
6. New job classification description for the Director of Economic Development and Housing position;
7. Updated Benefits Summary for the Police Officers Association (Sworn);
8. Updated Benefits Summary for the Police Officers Association (Non-sworn);
9. Updated Benefits Summary for the City Manager position;
10. Updated Benefits Summary for the Police Recruit position;
11. Classification Plan for Fiscal Year 2018/19, and
12. Authorized Position List (APL) for Fiscal Year 2018/19

BACKGROUND

The Personnel Rules require Council approval of new and existing job classification descriptions when there is a change in duties and responsibilities or qualifications.

On October 7, 2014, Council approved the creation of an Economic Development and Housing Department and approved to change the position of Economic Development Manager to Director of Economic Development and Housing. At the time the department was created, no new job description classification was developed for the position of Director of Economic Development and Housing.

On May 23, 2018, Council approved and adopted the amendment to the Budget for Fiscal Year 2018/19. The amended budget included the new positions of Permit Technician I/II (1.0 FTE) for the Community Development Department and Property and Evidence Technician (1.0 FTE) for the Police Department.

On June 13, 2018 Council approved the successor Memorandum of Understanding (MOU) between the City of West Sacramento and the West Sacramento Police Officers Association 7/1/17 – 12/31/20. Such approval requires updates to the City's Classification Plan (salary schedule) and approval of the Benefits Summaries for both sworn and non-sworn POA members for the term of the MOU.

The Classification Plan (salary schedule) establishes the monthly and annual salary ranges for all regular authorized positions as well as the pay schedule for the Mayor, City Council members, and all extra help positions in the City. For the unrepresented employees, the City bands salary ranges based on the number of factors including but not limited to the complexity of the work, the consequences for error, educational requirements, and internal and external equity. CalPERS requires the City bring the updated salary schedule to the City Council

whenever there are changes to the salary ranges or job titles. In addition, approval of an updated benefits summary is necessary when changes to a bargaining unit's benefits are authorized by Council.

The current Classification Plan represents the salary for the current City Manager Martin Tuttle as an annual amount. On May 9, 2018, Council approved the employment agreement for Aaron Laurel as City Manager with a start date of July 1, 2018 at an annual salary less than indicated on the Classification Plan. CalPERs regulations dictate a classification must have only one salary or salary range, therefore, due to overlapping employment for the City Manager classification for transition and training in July 2018, an annual salary range is being added to the Classification Plan to encompass both salaries. On the same basis, the City Manager Benefits Summary has been updated to be inclusive of both the current and incumbent City Manager employment contract provisions. Staff will bring back to Council a revised City Manager Benefits Summary that reflects the employment contract provisions for Aaron Laurel once City Manager Martin Tuttle has separated from employment.

The Benefits Summary for Police Recruit contains language which states Police Recruits will not accrue vacation and sick while attending a Police Academy. In adjusting the Police Recruit job classification description, this language needs to be revised as Police Recruits will now be utilized before attendance at a Police Academy.

The Authorized Position List (APL) and Classification Plan (salary schedule) are absent positions that are designated in the job classification descriptions for career series adjustments once minimum qualifications are met by the incumbent. The Junior/Assistant Transportation Planner classification description references career series adjustment to an Associate Transportation Planner and was intended to model the career series (Junior, Assistant, Associate, Senior) of the Planner job classification description. The Human Resources Analyst classification description references career series adjustment to a Senior Human Resources Analyst. Current City employees will be eligible for series adjustments. Job classification descriptions for the positions of Associate Transportation Planner and Senior Transportation Planner are necessary to implement the series adjustment from Junior/Assistant Transportation Planner. Additionally, salary ranges need to be added for Associate Transportation Planner, Senior Transportation Planner, and Senior Human Resources Analyst on the Classification Plan and updates to the Authorized Position List (APL) to reflect the position titles.

The APL currently shows a 0.5 FTE Administrative Analyst in the Community Development Department. Staff assessed work load and job responsibilities in light of the vacancy created when the employee in the position separated employment with the City and determined the position of Secretary at 1.0 FTE is the appropriate level required for current work duties instead of the 0.5 FTE Administrative Analyst.

Staff is also proposing to add 2.5 FTE Maintenance Worker/Senior positions (1 FTE - 501-9410; 1 FTE - 506-9611; 0.5 FTE - 506-9612) in the Public Works Department. As discussed in the 6/27/18 Utility Rate agenda report, one-half time position in Fund 506 will assist with the water meter backflow program. The number of water meter with backflow devices have increased over the last several years. The current program has one-half time position managing the program. One new full-time Maintenance Worker position in Fund 506 will assist with the water meter maintenance program, replacement of installed meters, reading meters, and preventive repairs and maintenance of the meter system. The total cost of this new position is \$78,693 and is included in each year beginning with FY 2018/19. One new full-time Maintenance Worker position in Fund 501 will assist with routine preventive operations and maintenance activities, including a system for scheduling regular maintenance and cleaning of the sanitary sewer system, with more frequent cleaning and maintenance targeted at know problem areas. The addition of these positions to the APL are pending approval of authorization by Council in the 6/27/18 Utility Rate agenda report.

ANALYSIS

Job Classification Descriptions

- The Crime Scene Investigator I/II/III job classification description is being updated to reflect the position may act in a lead capacity over other positions in the series.
- The Property and Evidence Technician I/II job classification description is being updated to reflect revisions to the responsibilities of the position.
- The Police Recruit job classification description is being updated to include the designation of an "A" and "B" step Police Recruit. The Police Recruit at step "A" participates in basic law enforcement training, gains an understanding of police procedures, law enforcement techniques, first aid, and acquires physical and emotional skills needed prior to attendance at a police academy, and may perform non-sworn, non-hazardous duties in support of a variety of police operations. The Police Recruit at step "B" attends a designated California Commission on Peace Officer Standards and Training (P.O.S.T.) approved Police

Academy to receive basic training in law enforcement, police procedures, first aid and physical fitness. Police Officer position(s) may be flexibly staffed at either the Police Officer or Police Recruit level with no more than four positions being flexibly staffed. The addition of the "A" step Police Recruit will allow us to increase efficiencies in filling vacant Police Officer positions as Police Recruit at step "A" are on an established eligibility list and we will be able to retain them while waiting to enroll them in a Police Academy as vacancies for Academies occur at irregular intervals throughout the year.

- The new job classification descriptions for Associate Transportation Planner and Senior Transportation Planner allow for career series adjustments once minimum qualifications are met by incumbent. This is in line with other Planner classifications, which designate a career series of Junior, Assistant, Associate and Senior positions.
- The job classification description for Director of Economic Development and Housing is being developed as it was not created when Council approved to change the position of Economic Development Manger to Director of Economic Development and Housing.

Benefit Summaries

The updated POA Benefits Summaries reflect changes to benefits for members of the POA which were approved in the successor MOU as follows:

- Effective the payroll period inclusive of July 1, 2018, sworn bargaining unit members will receive a five percent (5%) general salary increase (GSI).
- Effective the payroll period inclusive of July 1, 2018, non-sworn bargaining unit members will receive a two point two percent (2.2%) general salary increase (GSI). Current non-sworn bargaining unit members who were employed on July 1, 2017, will also receive a non-PERSable signing bonus of \$4,163.
- Effective November 2, 2018, current sworn bargaining unit members who were employed on July 1, 2017, will receive a one-time, non-PERSable lump sum payment per person in flat dollars (ranging between \$4,648 and \$10,279 depending upon placement in the salary range and classification) equivalent to an additional five point three percent (5.3%) in salary increase.
- Effective May 1, 2019, but contingent on the successful passage of a November 2018 tax measure, sworn bargaining unit members shall receive an additional two point five percent (2.5%) in longevity pay after completing twelve (12) years of service.
- Effective the payroll period inclusive of July 1, 2019, but contingent on the successful passage of a November 2018 tax measure, sworn bargaining unit members shall receive a five percent (5%) GSI.
- Effective July 1, 2019, but contingent on the successful passage of a November 2018 tax measure, non-sworn bargaining unit members within the Crime Scene Investigator classification series will receive a three percent (3%) GSI.
- Effective January 1, 2020, but contingent on the successful passage of a November 2018 tax measure, sworn bargaining unit members shall receive an additional two point five percent (2.5%) in longevity pay after completing fifteen (15) years of service; thereby, increasing maximum longevity pay an employee may receive to ten percent (10%) after completing fifteen (15) years of service.
- Effective the payroll period inclusive of January 1, 2020, but contingent on the successful passage of a November 2018 tax measure, sworn bargaining unit members shall receive a two point nine percent (2.9%) GSI.
- New sworn and non-sworn employees hired after on or after July 1, 2018, who opt out of City provided medical insurance will receive \$475 per month and City paid dental/vision at the employee only rate and may purchase up to the family rate with the opt out funds.
- Sworn and non-sworn bargaining unit members hired after July 1, 2018 will not be eligible to receive the City-paid \$15 per pay period contribution to VantageCare for retiree health.
- For sworn and non-sworn bargaining unit members hired after June 30, 2018, upon retirement the City's maximum monthly medical contribution for each eligible retiree shall be equal to the minimum employer contribution required for active employees pursuant to the Public Employees Medical and Hospital Care Act (PEMHCA). Rehired employees will fall under the medical retirement tier based on original date of hire.
- In addition to the City's maximum monthly post-retirement medical contribution for sworn and non-sworn bargaining unit members first hired after June 30, 2018 listed in the item above, the City will deposit into the employee's Retiree Health Savings (RHS) account the amounts listed below:
 - From zero (0) to five (5) years of service, employees shall receive twenty-five (\$25) per month
 - After completion of five (5) years of continuous service with the City, employees shall receive one hundred dollars (\$100.00) per month
 - After completion of ten (10) years of continuous service with the City, employees shall receive one hundred and fifty dollars (\$150.00) per month.

- After completion of twenty (20) years of continuous service with the City, employees shall receive two hundred dollars (\$200.00) per month.
- After accruing ten (10) continuous years of service with the City, and upon separation from the City, employees may draw from the City contribution in this account. Employees who terminate City service for reasons other than retirement or layoff prior to ten (10) years of continuous service with the City will forfeit any City contribution.

The Benefits Summary for City Manager will reflect the employment contract provisions for the current City Manager Martin Tuttle as well as the incoming City Manager Aaron Laurel due to overlapping employment dates for the classification for transition and training in July 2018. At a future Council Meeting, staff will bring to Council for approval a revised City Manager Benefits Summary specific to the employment contract provisions of incumbent City Manager Aaron Laurel.

The Benefit Summary for Police Recruit will reflect vacation and sick leave accrual language that does not reference the Police Recruit prior to attendance of a Police Academy, as the job classification description revisions include Police Recruits who attend, and do not attend, the Police Academy.

Classification Plan (Salary Schedule)

The Classification Plan (salary schedule) FY 2018/19 reflects changes to salary ranges as follows:

For members of the West Sacramento POA as approved in the successor MOU 7/1/17 – 12/31/20:

- Effective July 1, 2018: salary schedule for new bargaining unit members hired on or after July 1, 2018, which shall be comprised of nine (9) steps (A through I) with approximately 2.5% between each step.

For unrepresented positions:

- Add salary range: Associate Transportation Planner
- Add salary range: City Manager
- Add salary range: Senior Human Resources Analyst
- Add salary range: Senior Transportation Planner
- Remove salary range: Urban Forest Manager – Due to limited term status
- Change to salary range for Police Recruit: Change current Step A to Step B and add new lower salary (\$3,461) to step A for Police Recruit who is not enrolled in a Police Academy

Authorized Position List

The Authorized Position List FY 2018/19 reflects the following changes based on the adopted budget:

- New Positions (3): 1.0 FTE Permit Technician I/II, 1.0 FTE Property and Evidence Technician I/II, 1.0 FTE Secretary, and 2.5 FTE Maintenance Worker/Senior positions (pending approval of authorization in the 6/27/18 Utility Rate agenda report).
- Removal (2): 0.5 FTE Administrative Analyst I/II, 1.0 FTE Urban Forest Manager
- Title Change (1): Junior/Assistant Transportation Planner to Transportation Planner (Junior, Assistant, Associate, Senior)
- Allow the flexible staffing of up to five (5) Police Officer positions, instead of four (4)
- Extend limited term of Police Department Program Manager/Senior (Homeless Outreach & Services Coordinator) to June 30, 2019

These changes increase the overall size of City government from 372.05 to 376.05 FTE.

Environmental Considerations

Not applicable

Commission Recommendation

Not applicable

Strategic Plan Integration

These recommendations support the City Council's Mission to provide Quality Municipal Services and a City government that is financially sound with a superior workforce.

Alternatives

The City Council may choose to not approve the new job classification descriptions and updates to existing job classification descriptions and to Benefits Summaries for the Police Officers Association (sworn and non-sworn) City Manager, and Classification Plan and Authorized Position List for Fiscal Year 2018/19.

Coordination and Review

This report has been coordinated between the City Manager's Office, Human Resources Division, and the POA.

Budget/Cost Impact

Any costs associated with these changes were approved either with the mid-term budget, the City Manager employment agreement, the POA successor MOU and/or the 6/27/18 Utility Rate agenda report. There is no additional budget impact.

ATTACHMENT(S)

1. Job classification description: Crime Scene Investigator I/II/II
2. Job classification description: Property and Evidence Technician I/II
3. Job classification description: Police Recruit
4. Job classification description: Associate Transportation Planner
5. Job classification description: Senior Transportation Planner
6. Job classification description: Director of Economic Development and Housing
7. Benefit Summary: Police Officers Association (Sworn)
8. Benefit Summary: Police Officers Association (Non-sworn)
9. Benefit Summary: City Manager
10. Benefit Summary: Police Recruit
11. Classification Plan Fiscal Year 2018/19
12. Authorized Position List Fiscal Year 2018/19



CITY OF WEST SACRAMENTO
CRIME SCENE INVESTIGATOR I/II/III

DEFINITION: The Crime Scene Investigator I/II/III collects, processes and performs analysis of physical evidence obtained from crime and/or fire scenes; provides responsible and technical staff assistance; and performs lead administrative and technical duties associated with the maintenance, control, and disposal of property and evidence within the Police Department.

SUPERVISION RECEIVED AND EXERCISED: Receives general direction from the Police Chief or his/her designee. Technical or functional supervision is also provided by higher level personnel. The Crime Scene Investigator III may require lead responsibilities over less experienced personnel and/or extra help workers as assigned.

CLASS CHARACTERISTICS: The Crime Scene Investigator I is the entry level class in this series and typically performs the more routine tasks and duties. The Crime Scene Investigator II is considered the journey level in this series and works independently, under general direction. Advancement to the Crime Scene Investigator II level shall occur after satisfactorily performing the duties of a Crime Scene Investigator I for one (1) year and meeting the Crime Scene Investigator II education requirements. Advancement to the Crime Scene Investigator III level shall occur after satisfactorily performing the duties of a Crime Scene Investigator II for two (2) years and meeting the Crime Scene Investigator III education requirements. Satisfactory performance means an overall satisfactory or higher rating on the performance evaluation during the last evaluation period.

EXAMPLES OF ESSENTIAL FUNCTIONS: (Illustrative Only): *Management reserves the right to add, modify, change or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.*

- Examines crime and fire scenes and identifies, stores and maintains property and evidence.
- Performs tests to identify and analyze various types of substances including narcotic and toxic substances.
- Determines findings in comparing physical evidence.
- Takes and makes fingerprint comparisons and classifications.
- Fingerprint development techniques to include collection, preservation and comparison and preparation of reports and court exhibits.
- Enters latent impressions into computer.
- Photographs crime/fire scenes.
- Prepares and delivers evidence for analysis and process by others.
- Prints photographs.
- Prepares evidence, exhibits, and reports and gives testimony in court on test results and findings.
- Instructs staff on methods for collecting and processing evidence without contamination.
- Maintains photographic and other equipment.

CITY OF WEST SACRAMENTO
Crime Scene Investigator I/II/III (Continued)

- Participates in Yolo County Arson and Bomb Investigation team.
- Receives, processes, stores and maintains property and evidence.
- Transports evidence for laboratory and/or criminalistics examination and court presentation.
- Responds to inquiries related to store property.
- Logs and stores all found property and evidence in a safe and secure manner.
- Maintains manual and computerized property files.
- Disposes of and releases property in accordance with applicable laws and departmental procedures.
- Coordinates the transportation, delivery, and/or disposal of evidence and/or property.
- Communicates with courts on status and evidence needed.
- Ensures proper disposal of unclaimed or surplus property and evidence.
- Organizes and coordinates property auction in accordance with applicable laws and departmental procedures.
- Prepares and maintains records and reports.

QUALIFICATIONS:

Knowledge of: Municipal organizational structure; department regulations, procedures, and work methods; general office, record-keeping, and filing methods and systems; correct English usage, spelling, punctuation, and grammar; effective courtroom procedures; laws, policies and regulations related to the rules of evidence; techniques of identifying, collecting, and preserving evidence; law enforcement procedures, operations and regulations; modern photographic techniques and equipment commonly used in analyzing physical evidence; classification and analysis of fingerprints; laws, policies and regulations related to rules and evidence; safety policies, techniques, procedures and practices related to laboratory operations, contagious disease control and handling biohazardous materials.

Skill in: Learning California Criminal Evidence Code, Civil Evidence Code, California Penal Code, Health and Safety Code, Criminal Law as related to property and evidence; collecting, processing, preserving and analyzing evidence without contamination; taking, classifying and analyzing fingerprints; using photographic equipment commonly used in analyzing physical evidence; working effectively in court; interpreting and applying codes, ordinances, laws, rules, regulations and policies; records management and inventory techniques; recordkeeping necessary to provide chain-of-evidence; computer terminal operations related to the entry and retrieval of information pertaining to property and evidence; operation of storeroom and warehouse facilities in a safe and secure manner; basic report writing techniques; understanding and following verbal and written instructions; preparing clear and accurate reports; communicating clearly and concisely, orally and in writing; effectively accounting for police property and evidence; organizing and maintaining property and evidence control systems; keeping abreast of new developments in the field of property control; operating radio equipment and utilizing appropriate codes; establishing and maintaining effective work relationships with others contacted in the course of work; maintaining physical condition appropriate to the performance of assigned duties and responsibilities which may include sitting for extended periods of time and operating assigned equipment; maintaining effective audio-visual discrimination and perception needed for making observations, communicating with others,

CITY OF WEST SACRAMENTO
Crime Scene Investigator I/II/III (Continued)

reading and writing, and operating assigned equipment; maintaining mental capacity which allows for effective interaction and communication with others.

EDUCATION AND EXPERIENCE: *Any combination of training and experience which would provide the required knowledge and skill. A typical way to obtain the required knowledge and skill would be:*

Education: *Crime Scene Investigator I:* High school diploma or equivalent. Related college coursework or specialized training is desirable. *Crime Scene Investigator II:* High school diploma or equivalent and additional specialized coursework in basic police identification principles. *Crime Scene Investigator III:* Equivalent to an Associate of Arts degree from an accredited college or university in Administration of Justice, Police Science, Public/Business Administration or closely related field.

Experience: *Crime Scene Investigator I:* One (1) year of public contact work. *Crime Scene Investigator II:* One (1) year experience equivalent to a Crime Scene Investigator I in the City of West Sacramento. *Crime Scene Investigator III:* Three (3) years related experience in a California law enforcement agency, including two (2) years experience as a Crime Scene Investigator I or similar position. A Bachelor's Degree with major coursework in Criminalistics, Criminology, Forensic Science or related field may be substituted for one (1) year of experience.

LICENSES AND CERTIFICATES: A valid California driver license. Possession of a POST Property Management Certificate highly desirable.

WORKING CONDITIONS: Must be able to work on-call hours and holidays. Work a variety of shifts, weekends and holidays. Position will be required to wear a uniform. Position will be exposed to and may be required to fingerprint dead bodies in various states of decomposition. Will occasionally attend autopsies. May be exposed to chemicals in the course of performing duties. An employee must successfully pass a background investigation. The background investigation is required on all non-sworn police department personnel who will have access to the California Law Enforcement Telecommunications System (CLETS) equipment.

PHYSICAL DEMANDS: Some stooping, lifting up to 35 pounds, climbing a ladder, working at heights, and inspecting confined areas; travel to attend a variety of meetings and trainings.

ENVIRONMENTAL ELEMENTS: Work in an laboratory, office and field environment, pertaining to crime and fire; exposure to chemicals, human body fluids, odors, decomposing matter and deceased bodies as well as narcotics, explosives, weapons and hazardous materials.

Adopted: 12/13/1989
Revised: 08/18/1993; 01/17/2007; 01/13/2018; **06/27/2018**
Maintenance Update: 03/31/1988; 12/31/1989; 07/01/2012
Title Change: 04/11/2003; 01/01/2014
Job Category: Technicians

Bargaining Unit: Police Officer's Association (Civilian)
At-Will: Yes No
Form 700: Yes No
FLSA Status: Non-Exempt Exempt



CITY OF WEST SACRAMENTO

PROPERTY & EVIDENCE TECHNICIAN I/II

DEFINITION: ~~The Property & Evidence Technician I/II Under general direction,~~ performs administrative and technical duties associated with the maintenance, control, and disposal of property and evidence within the Police Department.

SUPERVISION RECEIVED AND EXERCISED: ~~Receives general direction Immediate supervision is provided by a from the~~ Police ~~Chief/Sergeant.~~ Technical or functional supervision is also provided by higher level personnel. ~~For the Property & Evidence II position, assignments may require lead responsibilities over less experienced personnel and/or temporary workers as assigned.~~

CLASS CHARACTERISTICS: ~~Property & Evidence Technician I:~~
 This ~~Property & Evidence Technician I~~ is ~~an~~ the entry level class in the Property & Evidence series. This class is alternately staffed with the Property & Evidence Technician II and incumbents may advance to the higher-level class after gaining the knowledge, skills and experience that meet the qualifications for and demonstrating the ability to perform the work of the higher-level class. _

~~Property & Evidence Technician II:~~

This ~~Property & Evidence Technician II~~ is the journey level class within the Property & Evidence series. This class provides higher-level, more technical and varied support, and may also be expected to assist in the oversight and training of less experienced personnel.

EXAMPLES OF ESSENTIAL FUNCTIONS: (Illustrative Only): *Management reserves the right to add, modify, change or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.*

- ~~Receives,~~ processes, stores and maintains property and evidence;
- ~~Transports~~ evidence for laboratory and/or criminalistic examination and court presentation;
- ~~Responds~~ to inquiries related to stored property;
- ~~L~~ogs and stores all found property and evidence in a safe and secure manner;
- ~~M~~aintains manual and computerized property files;
- ~~d~~isposes of and releases property in accordance with applicable laws and departmental procedures;
- ~~e~~Coordinates the transportation, delivery, and/or disposal of evidence and/or property;
- ~~e~~Communicates with courts on status and evidence needed;
- ~~e~~nsures proper disposal of unclaimed or surplus property and evidence;
- ~~e~~Organizes and coordinates property auction in accordance with applicable laws and departmental procedures;

CITY OF WEST SACRAMENTO
Property & Evidence Technician I/II (Continued)

- ~~Collects~~ physical evidence at crime scene including fingerprints and taking photographs as needed;
- ~~and prepares~~ a variety of written reports and audits;
- ~~Marginal Functions:~~ Performs related duties and responsibilities as required.

QUALIFICATIONS:

Knowledge of: Correct English usage, spelling, punctuation, and grammar; safety policies, procedures, and practices related to laboratory operations, contagious disease control, and handling biohazardous materials; basic fingerprinting techniques; City ordinances and codes; and basic evidence collection techniques.

Skill in: ~~Ability to:~~ Learning California Criminal Evidence Code, Civil Evidence Code, California Penal Code, Health and Safety Code, and Criminal Law as related to property and evidence; records management and inventory techniques; record keeping necessary to provide chain-of-evidence; computer terminal operations related to the entry and retrieval of information pertaining to property and evidence; operation of storeroom and warehouse facilities in a safe and secure manner; municipal organizational structure; departmental regulations, procedures and work methods; basic report writing techniques; interpreting and apply codes, ordinances, laws, rules, regulations and policies; understanding and following verbal and written instructions; preparing clear and accurate reports; working independently; effectively accounting for police property and evidence; organizing and maintaining property and evidence control systems; keeping abreast of new developments in the field of property control; establishing and maintaining effective work relationships with others contacted in the course of work; operating radio equipment and utilizing appropriate codes; working a variety of shifts, weekends and holidays; and communicating effectively orally and in writing; maintaining physical condition appropriate to the performance of assigned duties and responsibilities which may include walking, lifting up to 35 lbs., stooping, climbing, standing or sitting for prolonged periods of time and operating assigned office equipment; effectively dealing with situations which includes dealing with the public; maintaining effective audio-visual discrimination and perception needed for making observations, communicating with others, reading and writing, and operating assigned office equipment; maintaining mental capacity which allows for effective interaction and communication with others.

EDUCATION AND EXPERIENCE: Any combination of training and experience which would provide the required knowledge and skill. A typical way to obtain the required knowledge and skill would be:

Education: *Property & Evidence Technician I:* High school diploma or equivalent. College level course work in criminal justice or related field is desirable. *Property & Evidence Technician II:* High school diploma or equivalent supplemented by college level course work in criminal justice or related field. ~~Possession of a POST Property Management certificate highly desirable.~~

Experience: *Property & Evidence Technician I:* One (1) year, full-time equivalent, of experience involving public contact. *Property & Evidence Technician II:* Two (2) years experience in

CITY OF WEST SACRAMENTO
Property & Evidence Technician I/II (Continued)

performing evidence collection, and property and evidence management in a law enforcement agency.

LICENSES AND CERTIFICATES: Possession and maintenance of a valid California driver's license. ~~An employee must successfully pass a background investigation. Possession of a POST Property Management certificate highly desirable. The background investigation is required on all non-sworn Police Department personnel who will have access to the California Law Enforcement Telecommunications System (CLETS) equipment.~~

WORKING CONDITIONS: ~~Work in an laboratory, office and field environment; lifting up to 35 lbs, stooping, climbing, standing, walking, and sitting for periods of time; dealing with the public; exposure to human body fluids, odors, and decomposing matter as well as narcotics, explosives, weapons, and hazardous materials; travel to attend a variety of meetings and trainings.; Work a variety of shifts, weekends and holidays. Position will be required to wear a uniform. An employee must successfully pass a background investigation. The background investigation is required on all non-sworn Police Department personnel who will have access to the California Law Enforcement Telecommunications System (CLETS) equipment.~~

PHYSICAL DEMANDS: Some stooping, lifting up to 35 pounds, climbing, working at heights, standing, walking, and sitting for periods of time and inspecting confined areas; travel to attend a variety of meetings and trainings.

ENVIRONMENTAL ELEMENTS: Work in an laboratory, office and field environment, pertaining to crime and fire; exposure to chemicals, human body fluids, odors, decomposing matter as well as narcotics, explosives, weapons and hazardous materials.

Adopted: 12/12/2001
Revised: 11/2007; 06/27/2018
Maintenance Update:
Title Change:
Job Category: Paraprofessional

Bargaining Unit: Police Officer's Association (Civilian)
At-Will: Yes No
Form 700: Yes No
FLSA Status: Non-Exempt Exempt



CITY OF WEST SACRAMENTO

POLICE RECRUIT

DEFINITION: —The Police Recruit is a recruiting and training level classification used for candidates qualified to learn the duties of a Police Officer in the West Sacramento Police Department. The Police Recruit at step “A” participates in basic law enforcement training, gains an understanding of police procedures, law enforcement techniques, first aid, and acquires physical and emotional skills needed to successfully complete the police academy, and may perform non-sworn, non-hazardous duties in support of a variety of police operations. The Police Recruit at step “B” attends a designated California Commission on Peace Officer Standards and Training (P.O.S.T.) approved Police Academy to receive basic training in law enforcement, police procedures, first aid and physical fitness. The Police Recruit is an at-will position that is appointed by and sits at the pleasure of the City Manager. Police Recruits who fail to successfully complete the Basic P.O.S.T. Police Academy will be terminated.

SUPERVISION RECEIVED AND EXERCISED: The Police Recruit receives general direction from higher level Police Department personnel, both sworn and civilian, and P.O.S.T. Academy staff. No direct supervision of staff is exercised.

CLASS CHARACTERISTICS: Police Recruits at step “A” undergo a formal, comprehensive training program to prepare for performing non-sworn, non-hazardous duties in support of police operations in preparation for the police academy. This level is used to recruit and train individuals prior to attendance of a police academy. ~~The Police Recruit is a recruiting and training level classification used for candidates qualified to learn the duties of a Police Officer in the West Sacramento Police Department.~~

Upon attendance of the Academy, the Police Recruit will move to step “B”. Upon satisfactory completion of the training and graduation from the Academy, the Police Recruit at step “B” the Police Recruit is eligible for probationary appointment to the journey-level classification of Police Officer, and is assigned full police authority to carry out the enforcement of laws and ordinances in the City of West Sacramento.

EXAMPLES OF ESSENTIAL FUNCTIONS: (Illustrative Only): *Management reserves the right to add, modify, change or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.*

During Recruit status, attends training sessions to learn:

- The West Sacramento Police Department's organization, chain of command, and rules and regulations.
- Identification and utilization of principles and techniques that promote community service, crime prevention, and appropriate behavior.
- Enforcement and procedural aspects of criminal law and the legal obligations inherent in enforcement of those laws.

CITY OF WEST SACRAMENTO

Police Recruit (*Continued*)

- Proficient application of the rules of evidence.
- Effective and professional communications through written, oral, and mechanical media.
- Vehicle operation, including skid training, high speed pursuit, defensive and emergency driving.
- Good judgment and competency in the use of deadly force, ancillary police weaponry, and weaponless defense.
- How to safely and effectively accomplish the patrol function consisting of patrolling a designated area of the city on foot, on a motorcycle, or in a patrol car in order to preserve law and order, and to prevent and discover the commission of crimes.
- How to respond to fire alarms, street hazards and found property calls.
- How to assist in traffic and non-violent crowd control duties.
- How to process routine investigations.
- How to prepare non-injury police reports.
- How to effectively deal with common vehicle violations by learning to recognize the violations, locating the violations in the vehicle code, and safely and professionally contacting the violator.
- Basic criminal investigation processes and techniques, including the identification, collection, and preservation of evidence, courtroom testimony, and witness interrogation.
- The processing, confining, and caring for adult and juvenile prisoners in such a manner as to protect the prisoner's rights and welfare.
- How to transport citizens, personnel and equipment.
- Physical fitness and defense technique program.
- First-aid, including cardio-pulmonary resuscitation (CPR) techniques.
- Participates in other related courses and assumes public safety responsibilities, programs, and duties, as required.

QUALIFICATIONS:

Knowledge of: Modern approved principles, practices, and procedures of police work, state laws, City ordinances, first-aid, the geography of the City and the location of important buildings.

Skill in: Writing clearly, accurately and concisely, and legibly with correct English grammatical construction and spelling; reading and interpreting complex technical documents in English; understanding and carrying out oral and written instructions; observing, assimilating, remembering, recording, and recalling pertinent facts and details; reading maps and mapped information; applying selected knowledge (i.e., laws, statutes, court decisions, department policies, criminal investigation theories, etc.) in collecting, organizing, and analyzing a variety of information in order to decide on an appropriate and reasonable course of action; analyzing problems and rationally and calmly taking effective action in emergency and stressful situations; planning and effectively presenting material orally to diverse groups; dealing courteously but firmly with the general public; maintaining effective audio-visual discrimination and perception needed for making observations, communicating with others, reading and writing, and operating assigned equipment and vehicles; maintaining mental capacity which allows the capability of demonstrating intellectual capabilities during training and testing processes; establishing and maintaining cooperative working relationships with co-workers and other City employees; developing skill in the use of firearms; and undergoing strenuous physical conditioning.

CITY OF WEST SACRAMENTO
Police Recruit (*Continued*)

EDUCATION AND EXPERIENCE: *Any combination of training and experience which would provide the required knowledge and skill. A typical way to obtain the required knowledge and skill would be:*

Education: High school diploma or equivalent.

Experience: None required.

LICENSES AND CERTIFICATES: Possession of a valid California ~~Class "C"~~ driver's license at the time of appointment.

AGE: Applicants must be at least twenty-one (21) years of age at the time of appointment to a probationary Police Officer position.

SPECIAL CONDITIONS: *Failure to accept or meet any of these special conditions would be grounds for termination. Once the candidate successfully completes the Police Academy, ~~they/he/she~~ will be sworn in as a probationary Police Officer with full police authority.*

Respiratory Protective Equipment: Work in this class requires wearing respiratory protective equipment at times. When assigned to such work, facial hair must be shaven when it interferes with the safe fitting of respiratory protective equipment.

Felony Convictions: Free of felony convictions under California Government Code, Section 1029.

Citizenship: Must be a citizen of the United States or resident alien who is eligible for and has applied for citizenship.

Background and Medical/Physical Examinations: Prior to appointment, candidates will undergo a police background investigation which includes a polygraph, fingerprinting, and drug usage history. Candidates will also be required to successfully pass a medical pre-placement examination, psychological examination and pre-employment drug screening.

Employment Agreement: The successful candidate must agree, prior to employment, not to resign and accept employment with another law enforcement agency for a period of twenty-four (24) months starting from the date of appointment to Police Recruit. Should resignation occur within the twenty-four (24) month period, the employee agrees to reimburse the City for cost directly related to training as listed in the department's schedule of reimbursement.

Driver's License: Loss of the license during Police Recruit status is cause of termination. California Department of Motor Vehicle records will be checked. Those with an invalid driver's license or driving record with four (4) or more negligible operator points will not be considered for appointment.

CITY OF WEST SACRAMENTO
Police Recruit (*Continued*)

Maintenance Update:

Title Change:

Job Category: Protective Service Workers

Bargaining Unit: Recruit

At-Will: Yes No

Form 700: Yes No

FLSA Status: Non-Exempt Exempt



CITY OF WEST SACRAMENTO
ASSOCIATE TRANSPORTATION PLANNER

DEFINITION: The Associate Transportation Planner performs professional transportation planning duties; researches and prepares transportation planning studies; explains and interprets transportation planning ordinances and policies to the public.

SUPERVISION RECEIVED AND EXERCISED: The Associate Transportation Planner receives general direction from the Supervising Transportation Planner. May exercise technical and functional direction over assigned staff.

CLASS CHARACTERISTICS: The Associate Transportation Planner is the journey position in this professional transportation planning series. This journey level class differs from the Assistant Planner by the greater complexity of projects assigned and level of responsibility over assigned work and staff.

Upon the recommendation of the Department Head and approval by the City Manager, an Assistant Transportation Planner may advance to the Associate Transportation Planner classification when they have attained the minimum qualifications for the position and have demonstrated the abilities and competencies necessary to perform the full range of Associate Transportation Planner duties.

Upon the recommendation of the Department Head and approval by the City Manager, an Associate Transportation Planner may advance to Senior Transportation Planner following attainment of the minimum qualifications for the position and after they have demonstrated the abilities and competencies necessary to perform the duties of a Senior Transportation Planner.

EXAMPLES OF ESSENTIAL FUNCTIONS: (Illustrative Only): *Management reserves the right to add, modify, change or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.*

- Gathers and evaluates data for various planning duties relating to transportation/transit and review of the General Plan.
- Assists in the design and development of advanced transportation/transit plans from acquired data.
- Assists in the study and approval of tentative subdivision maps in accordance with established ordinances and laws.
- Makes field trips and investigations pertaining to transportation and transit planning projects.
- Provides transportation/transit information at the public counter.
- Prepares and assembles maps, tables, charts and reports on transportation/transit planning projects.
- Assist with local implementation and maintenance activities associated with travel demand forecasting models.

CITY OF WEST SACRAMENTO
Associate Transportation Planner
(Continued)

- Assists with implementation of multi-modal transportation planning studies, bicycle and pedestrian planning and project development activities.
- Works with transit agencies on activities related to transit services and improvements.
- Reviews federal, state and regional statutes, proposed legislation and regulations pertaining to transportation planning.
- Prepares recommendations and does graphic presentations.
- Conducts special research projects.
- Investigates and reports on all zoning matters, including variances, conditional use permits, zone changes, complaints, and violations as they relate to transportation/transit.
- Makes public presentations to city commissions or neighborhood groups.
- Prepares environmental documents.
- Meets and confers with governmental officials and the public on transportation/transit planning matters.
- Participates in complex design and illustration work.

QUALIFICATIONS:

Knowledge of: Principles and practices of governmental transportation and transit planning and zoning administration; state and local laws affecting transportation and transit planning; principles and practices of comprehensive integrated urban and regional land use and transportation planning and multi-modal transportation planning and implementation; the nomenclature, symbols, techniques and instruments used in transportation and transit planning work; computer software, including word processing, spreadsheets, and database management; research methods and techniques including statistics and statistical analysis, traffic use analysis, behavioral studies, visual assessment and demographic/community planning analysis; practices for researching transportation planning issues, evaluating alternatives, and making sound recommendations; and best practices of transportation planning and infrastructure design in support of sustainable and healthy communities.

Skill in: Collecting, analyzing, interpreting, and applying data to various transportation and transit planning projects; organizing and conducting research studies; preparing concise technical reports; preparing charts and other graphic material for effective presentation; making presentations to city commissions or neighborhood groups; applying applicable laws and regulations to transportation and transit planning projects; operating computer equipment; and establishing and maintaining effective work relationships with other employees, the public and other governmental officials.

EDUCATION AND EXPERIENCE: *Any combination of training and experience which would provide the required knowledge and skill. A typical way to obtain the required knowledge and skill would be:*

Education: Graduation from an accredited four year college or university with major work in transportation, planning, geography, engineering, architecture, or a related field.

CITY OF WEST SACRAMENTO
Associate Transportation Planner
(Continued)

Experience: Four (4) years of professional transportation planning experience. A Master's Degree in a related field or an AICP "Certified Transportation Planner" certification may substitute for one (1) year of experience.

LICENSES AND CERTIFICATES: Possession of a valid California driver license.

WORKING CONDITIONS: May serve as staff to commissions and may be required to attend off-hour meetings.

PHYSICAL DEMANDS: Mobility to work in a standard office or construction environment, use standard office equipment and attend off-site meetings. On an intermittent basis, sit at a desk for long periods of time; intermittently walk, stand, bend, squat, twist, and reach while performing office duties; mobility to occasionally traverse uneven terrain, periodically standing, stooping, bending, climbing and kneeling to perform inspections; on occasion may be required to work in exposure to weather. Manual dexterity to use standard office equipment and supplies and small tools and to manipulate both single sheets of paper and large document holders (manuals, binders, etc.); vision to read handwritten and printed material and a computer screen; hearing and speech to communicate in person and by telephone; ability to lift and carry items weighing up to 25 pounds such as files, manuals, or small tools and equipment for distances up to 50 feet.

ENVIRONMENTAL ELEMENTS: Employees work in an office environment with moderate noise levels, controlled temperature conditions and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing department guidelines, policies and procedures.

Adopted: 06/27/2018

Revised:

Maintenance Update:

Title Change:

Job Category: Professional

Bargaining Unit: Specialists & Professionals

At-Will: Yes No

Form 700: Yes No

FLSA Status: Non-Exempt Exempt



CITY OF WEST SACRAMENTO
SENIOR TRANSPORTATION PLANNER

DEFINITION: The Senior Transportation Planner performs professional transportation planning duties; researches and prepares transportation planning studies; explains and interprets transportation planning ordinances and policies to the public.

SUPERVISION RECEIVED AND EXERCISED: The Senior Transportation Planner receives general direction from the Supervising Transportation Planner. May exercise direct supervision over professional level staff, as well as clerical, technical and/or extra help staff.

CLASS CHARACTERISTICS: This position is the specialist/lead level in the transportation planning series and may provide supervision to others in the transportation planning series. This class differs from the Associate Transportation Planner in that it has lead responsibility for special projects of a sensitive and comprehensive nature, and/or has responsibility to direct a major complex transportation planning project and may supervise and direct the work of others.

Upon the recommendation of the Department Head and approval by the City Manager, an Associate Transportation Planner may advance to Senior Transportation Planner upon attainment of the minimum qualifications for the position and demonstration of the abilities and competencies necessary to perform the full range of Senior Transportation Planner duties.

EXAMPLES OF ESSENTIAL FUNCTIONS: (Illustrative Only): *Management reserves the right to add, modify, change or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.*

- Gathers and evaluates data for various planning duties relating to transportation/transit and review of the General Plan.
- Assists in the design and development of advanced transportation/transit plans from acquired data.
- Assists in the study and approval of tentative subdivision maps in accordance with established ordinances and laws.
- Makes field trips and investigations pertaining to transportation and transit planning projects.
- Provides transportation/transit information at the public counter.
- Prepares and assembles maps, tables, charts and reports on transportation/transit planning projects.
- Assist with local implementation and maintenance activities associated with travel demand forecasting models.
- Assists with implementation of multi-modal transportation planning studies, bicycle and pedestrian planning and project development activities.
- Works with transit agencies on activities related to transit services and improvements.
- Reviews federal, state and regional statutes, proposed legislation and regulations pertaining to transportation planning.

CITY OF WEST SACRAMENTO
Senior Transportation Planner
(Continued)

- Prepares recommendations and does graphic presentations.
- Conducts special research projects.
- Investigates and reports on all zoning matters, including variances, conditional use permits, zone changes, complaints, and violations as they relate to transportation/transit.
- Makes public presentations to city commissions or neighborhood groups.
- Prepares environmental documents.
- Meets and confers with governmental officials and the public on transportation/transit planning matters.
- Participates in complex design and illustration work.
- Presents complex projects to the Planning Commission and City Council.
- Supervises and trains other transportation planners.
- Coordinates project teams.
- Performs related duties and responsibilities as required.

QUALIFICATIONS:

Knowledge of: Principles and practices of governmental transportation and transit planning and zoning administration; state and local laws affecting transportation and transit planning; principles and practices of comprehensive integrated urban and regional land use and transportation planning and multi-modal transportation planning and implementation; the nomenclature, symbols, techniques and instruments used in transportation and transit planning work; computer software, including word processing, spreadsheets, and database management; research methods and techniques including statistics and statistical analysis, traffic use analysis, behavioral studies, visual assessment and demographic/community planning analysis; practices for researching transportation planning issues, evaluating alternatives, and making sound recommendations; and best practices of transportation planning and infrastructure design in support of sustainable and healthy communities.

Skill in: Collecting, analyzing, interpreting, and applying data to various transportation and transit planning projects; organizing and conducting research studies; preparing concise technical reports; preparing charts and other graphic material for effective presentation; making presentations to city commissions or neighborhood groups; applying applicable laws and regulations to transportation and transit planning projects; operating computer equipment; and establishing and maintaining effective work relationships with other employees, the public and other governmental officials.

EDUCATION AND EXPERIENCE: *Any combination of training and experience which would provide the required knowledge and skill. A typical way to obtain the required knowledge and skill would be:*

Education: Graduation from an accredited four year college or university with major work in transportation, planning, geography, engineering, architecture, or a related field.

CITY OF WEST SACRAMENTO
Senior Transportation Planner
(Continued)

Experience: Six (6) years of professional transportation planning experience. A Master's Degree in a related field or an AICP "Certified Transportation Planner" certification may substitute for one (1) year of experience.

LICENSES AND CERTIFICATES: Possession of a valid California driver's license.

WORKING CONDITIONS: May serve as staff to commissions and may be required to attend off-hour meetings.

PHYSICAL DEMANDS: Mobility to work in a standard office or construction environment, use standard office equipment and attend off-site meetings. On an intermittent basis, sit at a desk for long periods of time; intermittently walk, stand, bend, squat, twist, and reach while performing office duties; mobility to occasionally traverse uneven terrain, periodically standing, stooping, bending, climbing and kneeling to perform inspections; on occasion may be required to work in exposure to weather. Manual dexterity to use standard office equipment and supplies and small tools and to manipulate both single sheets of paper and large document holders (manuals, binders, etc.); vision to read handwritten and printed material and a computer screen; hearing and speech to communicate in person and by telephone; ability to lift and carry items weighing up to 25 pounds such as files, manuals, or small tools and equipment for distances up to 50 feet.

ENVIRONMENTAL ELEMENTS: Employees work in an office environment with moderate noise levels, controlled temperature conditions and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing department guidelines, policies and procedures.

Adopted: 06/27/2018

Revised:

Maintenance Update:

Title Change:

Job Category: Professional

Bargaining Unit: Management

At-Will: Yes No

Form 700: Yes No

FLSA Status: Non-Exempt Exempt



CITY OF WEST SACRAMENTO

DIRECTOR OF ECONOMIC DEVELOPMENT & HOUSING

DEFINITION: The Director of Economic Development & Housing coordinates the activities of the City's Economic Development and Housing Department. The position is responsible for, and performs all the functions necessary to administer the department. The Director of Economic Development & Housing is an at-will position that is appointed by and sits at the pleasure of the City Manager.

SUPERVISION RECEIVED AND EXERCISED: Receives direction from the City Manager. Exercises direct supervision over professional, technical, administrative and supervisory staff.

CLASS CHARACTERISTICS: This is a single, department head level position. The incumbent reports to the City Manager and has responsibility for providing daily supervision to department staff.

EXAMPLES OF ESSENTIAL FUNCTIONS: (Illustrative Only): *Management reserves the right to add, modify, change or rescind the work assignments of different positions and to make reasonable accommodations so that qualified employees can perform the essential functions of the job.*

- Plans, directs, coordinates and supervises the activities of the Economic Development and Housing Department.
- Develops and implements departmental goals, objectives, policies and procedures.
- Directs the development, amendment and implementation of major city policy projects and programs related to economic development and housing.
- Oversees the management of several capital improvement funds, including the Enhanced Infrastructure Financing District, the Community Investment Fund, and the Bridge District Infrastructure Financing District.
- Coordinates the activities of the department with those of other city departments and public agencies.
- Assigns work activities, projects, and programs and monitors work flow.
- Reviews and evaluates work products, methods, and procedures.
- Prepares or supervises the preparation of a variety of reports, correspondence and special studies.
- Prepares, administers, and monitors the department budget.
- Participates in the selection, training, supervision, evaluation and discipline of department staff.
- Meets with a wide variety of groups, organizations, developers, existing and potential businesses, other City departments, City officials, and government agencies regarding projects, business locations, and coordination of projects or programs.
- Works cooperatively on development activities with other City departments involved in development service related activities.

CITY OF WEST SACRAMENTO

Director of Economic Development and Housing (*Continued*)

- Researches and prepares letters, memoranda, reports, staff reports for the City Manager and City Council, and other written materials.
- Reviews and approves staff reports and general correspondence.
- Attends Council meetings on matters affecting the department.
- Responds to difficult citizen inquires and complaints.
- Represents the department and City at a variety of meetings.

QUALIFICATIONS:

Knowledge of: Modern developments, current literature, and sources of information regarding economic development, housing, redevelopment, business development, real estate development and grant sources; pertinent local, State and Federal codes and laws; principles and practices of public administration; principles of supervision, training and performance evaluation; and budgeting procedures and techniques.

Skill in: Planning, organizing and coordinating the activities of a City department; managing, coordinating, and directing a wide variety of activities; preparing technical reports; supervising, training, evaluating and disciplining assigned staff; effective leadership; preparing and administering a budget; communicating clearly and concisely, both orally and in writing; public speaking and presentation to a variety of audiences; establishing and maintaining cooperative working relationships with City officials, employees, and the general public; communicating with others, reading and writing, and operating assigned office equipment; making sound decisions and demonstrating intellectual capabilities.

EDUCATION AND EXPERIENCE: *Any combination of training and experience which would provide the required knowledge and skill. A typical way to obtain the required knowledge and skill would be:*

Education: A Bachelor's Degree from an accredited college or university with major course work in business, finance, public administration, land use planning or related field.

Experience: Seven (7) years of increasingly responsible experience in economic development, housing, redevelopment, municipal planning, or related field, including two (2) years of supervisory responsibility.

LICENSES AND CERTIFICATES: Possess of a valid California driver license.

WORKING CONDITIONS: May serve as staff to commissions and will be required to attend off-hour meetings, including City Council meetings.

PHYSICAL DEMANDS: Mobility to work in a standard office environment, use standard office equipment and attend off-site meetings. On an intermittent basis, sit at a desk for long periods of time; intermittently walk, stand, bend, squat, twist, and reach while performing office duties. Manual dexterity to use standard office equipment and supplies and to manipulate both single sheets of paper and large document holders (manuals, binders, etc.); vision to read handwritten and printed material and a computer screen; hearing and speech to communicate in person and

CITY OF WEST SACRAMENTO

Director of Economic Development and Housing (*Continued*)

by telephone; ability to lift and carry items weighing up to 25 pounds such as files, manuals, or equipment for distances up to 50 feet.

ENVIRONMENTAL ELEMENTS: Employees work in an office environment with moderate noise levels, controlled temperature conditions and no direct exposure to hazardous physical substances. Employees may interact with upset staff and/or public and private representatives in interpreting and enforcing department guidelines, policies and procedures.

Adopted: 06/28/2018

Revised:

Maintenance Update:

Title Change:

Job Category: Administrators / Managers

Bargaining Unit: Department Heads

At-Will: Yes No

Form 700: Yes No

FLSA Status: Non-Exempt Exempt

City of West Sacramento
Benefits Summary

WEST SACRAMENTO POLICE OFFICER'S ASSOCIATION (Sworn)
Police Officers & Police Sergeants
TERM OF AGREEMENT: ~~071/01/20167~~ – ~~1206/310/202017~~

*If the November 2018 Tax Measure fails to pass, then the term of the agreement will expire on 12/31/2019, and all economic provisions of the contract effective after November 3, 2018, will be void.

Agency Shop:	Yes
Association Time Bank:	All employees contribute 2 ¹ / ₂ hours of vacation time during the first full pay period that begins in January of each year to an Association Time Bank.
Auto Allowance:	None
Bereavement Leave:	2-4 days depending upon relationship of employee to deceased. Additional 2 days discretionary. See Personnel Rules.
Bilingual Pay:	A premium pay of 5% will be added for Employees possessing and utilizing bilingual skills on duty shall receive an additional 5% of their hourly rate of pay. The number of individuals to receive this pay, the languages eligible, and the qualification requirements will be determined by the City.
Call Back:	Paid minimum of 2 hours at 1-1/2 regular ^{overtime} rate of pay.
Deferred Compensation:	Voluntary.
POST Certificate/Educational Incentive Program:	2% for Intermediate POST certificate/ ^{or} Associate's Degree OR 4% for a Bachelor's Degree; and 2.5% for an Advanced POST certificate, and 4% for Bachelor's Degree. Maximum POST certificate/ educational incentive is 6.5%.
Fitness Incentive:	\$27.50 per pay period for personnel who meet specified criteria.
FTO Pay:	Additional 5% of their hourly rate of pay over base rate of pay for all regular hours worked.
Holidays:	All members will earn ninety-six (96) hours of holiday time per calendar year (the 10 listed holidays in Section 17.1.1 plus 2 floating holidays) to be used as time off. Members may cash out twenty (20) hours in fiscal year 2015/2016 and forty (40) hours in fiscal year 2016/2017 annually until December 31, 2020. Holiday time can be taken at any time after it is earned (the pay period in which the holiday occurs or July 1 for floating holidays). Upon separation, members are not entitled to any payout for unused holiday time (no cash out).
K-9 Pay:	Paid at one-and one-half Officer's regular rate of pay for 30 minutes per day, 7 days per week. City will also reimburse for purchase of dog food, grooming supplies and veterinary expenses for service related injury or illness including routine examinations and vaccinations.
Longevity:	Completion of 10th years of service = 2.5%; Completion of 15th years of service = additional 2.5% for a total of 5.0%. Effective 5/1/2019* Completion of 10th year of service = 2.5%; Completion of 12th year of service = additional 2.5%; Completion of 15th year of service = additional 2.5% for a total of 7.5%. Effective 1/1/2020* Completion of 10th year of service = 2.5%; Completion of 12th year of service = additional 2.5%; Completion of 15th year of service = additional 5.0% for a total of 10.0%. *If November 2018 tax measure fails to pass, these increases become void.
Management Leave:	None

<p>Medical, Dental and Vision Insurance:</p>	<p>All POA employees receive a set dollar amount to purchase benefits (cafeteria plan). Health plans are offered through the CalPERS medical program (PEHMCA) using the unequal, minimum contribution methodology. Dental plan is <u>through</u> Delta Dental <u>PPO</u>. Vision plan is <u>through</u> Vision Service Plan (<u>VSP</u>). The employee must purchase dental and vision and has the option to purchase medical insurance with the remainder of the allotment. The City's contribution to the cafeteria plan for employee only will be equal to cover one hundred percent (100%) of the PORAC plan for employee only and the cost of employee only dental and vision; for employee plus one, the cafeteria plan will be an amount equal to eighty-five percent (85%) of the PORAC plan for employee plus one and eighty-five percent (85%) of the employee plus one dental and vision plans; and, for employee plus two or more, the cafeteria plan will be an amount equal to eighty five percent (85%) of the PORAC plan for employee plus two or more and eighty five percent (85%) of the employee plus two or more dental and vision plans. If the employee still has money left over after the purchase of medical, vision, and dental insurance plans, the employee can divert the remainder to a city deferred compensation plan or supplemental salary according to the procedures governing cafeteria plans as established by law. The City supplements the unequal, minimum contribution amount so that the total dollar amount available to an employee for medical, dental, and vision is as follows:</p> <p style="text-align: center;">01/01/2016: \$761 / \$1,275 / \$1,633 01/01/2017: \$753 / \$1,392 / \$1,790</p> <p>These cafeteria amounts are tiered based on employee only, employee plus one and employee plus two or more.</p>
<p>Medical, Dental and Vision Insurance <u>Share the Savings (Opt Out)</u> (can't):</p>	<p>Share the Savings: Employees hired before 7/1/18: Employees who choose not to participate in any of the City's medical plans (opt out) and show proof of health care coverage shall receive four hundred, seventy five (\$475). The Share the Savings dollars may be diverted to a deferred compensation plan or supplemental salary according to the procedures governing cafeteria plans as established by law. In addition, the City will pay 100% of the premiums for dental and vision <u>up to the family rate depending on coverage selected.</u></p> <p>Employees hired after 6/30/18: Employees who choose not to participate in any of the City's medical plans (opt out) and show proof of health care coverage shall receive four hundred, seventy five (\$475). The Share the Savings dollars may be diverted to a deferred compensation plan or supplemental salary according to the procedures governing cafeteria plans as established by law. In addition, the City will pay 100% of the premiums for dental and vision up to the employee only rate. Employees can purchase up to the family rate with <u>the opt out funds.</u></p>

<p>Medical, Dental, and Vision After Retirement:</p>	<p>For current retirees or employees and retirees hired before 1/1/2002current employees with 7 or more years of service as of Jan. 1, 2009: The City supplements the unequal, minimum contribution amount up to 100% of medical premiums indexed to the PORAC family rate <u>depending on coverage tier selected</u>, not to exceed the level paid to active employees <u>of associated coverage tier</u>. Dental and vision premiums to be paid by the retiree.</p> <p>For <u>employees hired between 12/31/2001 and 06/30/2018</u>all other retirees: The City supplements the unequal, minimum contribution amount so that the total amount available to the retiree for medical premiums for retirees is as follows:</p> <ul style="list-style-type: none"> 10-14 years of service = 50% of premiums 15-19 years of service = 75% of premiums 20 or more years of service = 90% of premiums. <p>These premiums will be paid, indexed to the CalPERS PORAC rate <u>depending on coverage tier selected</u>, not to exceed the level paid to active employees <u>of associated coverage tier</u>. For employees hired after 6/30/2014, the amount is capped at one thousand, two hundred dollars (\$1,200) per month.</p> <p><u>For employees hired after 6/30/2018: The City's maximum monthly medical contribution for each eligible retiree shall be equal to the minimum employer contribution required for active employees pursuant to the Public Employees Medical and Hospital Care Act (PEMHCA). In addition to the PEMHCA minimum, employees will receive the following contributions to their Retiree Health Savings account:</u></p> <ul style="list-style-type: none"> • <u>From zero (0) to five (5) years of service, employees shall receive twenty-five (\$25) per month in to be deposited to the employee's RHS account</u> • <u>After completion of five (5) years of continuous service with the City, employees shall receive one hundred dollars (\$100.00) per month to be deposited into their RHS account.</u> • <u>After completion of ten (10) years of continuous service with the City, employees shall receive one hundred and fifty dollars (\$150.00) per month to be deposited into their RHS account.</u> • <u>After completion of twenty (20) years of continuous service with the City, employees shall receive two hundred dollars (\$200.00) per month to be deposited into their RHS account.</u> <p><u>Employees who terminate City service for reasons other than retirement or layoff prior to ten (10) years of continuous service with the City will forfeit any City contribution.</u></p>
<p>Non-PERSable Retention Pay:</p>	<p>A one-time, non-PERSable retention bonus payment of \$5005.3% <u>upon signing of the contract and again on 01/01/2017 payable on 11/2/2018, for all employees active and on payroll as of 7/1/2017.</u></p>
<p>Off-Duty Court Time:</p>	<p>Paid at 1-1/2 regular <u>overtime</u> rate of pay with paid for a minimum of 4 hours. Applies to hours that are non-contiguous to the employee's regular duty hours.</p>
<p>On-Call/Stand-by:</p>	<p>\$4.00 per hour. If called out, paid at 1-1/2 regular <u>overtime</u> rate of pay for a paid minimum of 2 hours of work.</p>
<p>Overtime Meal Allowance:</p>	<p>An additional 30 minute meal allowance will be provided if overtime exceeds 2 hours</p>
<p>Overtime:</p>	<p>1-1/2 times regular <u>base</u> rate of pay (either 8, 9 or 10 hour days). Overtime to be taken in cash or CTO. All accrued CTO to be paid off at termination <u>at regular rate of pay</u>. CTO not to accrue in excess of 140 hours.</p>
<p>Probationary Period:</p>	<p><u>Entry Level: Eighteen months at discretion of the Chief of Police.</u> <u>Laterals: Twelve to eighteen months at discretion of the Chief of Police.</u></p>

Retiree Health Savings:	The City shall contribute \$15 per pay period on behalf of each employee <u>hired before 7/1/2018</u> to the VantageCare Retiree Health Savings plan. <u>The Association may set or adjust the employee contribution amount annually by November 15th.</u>
Retirement:	<p>For employees hired on or after January 1, 2013, <u>who have never been a CalPERS member, have not been a CalPERS member in the past 180 days, and who are not eligible for reciprocity with another California public retirement system as defined by the Public Employees' Pension Reform Act (PEPRA), and are not a rehired employee who is formerly a classic member who are new CalPERS members</u>, the retirement formula will <u>be</u> 2.7% @ 57 in accordance with the Public Employees' Pension Reform Act of 2013 (PEPRA). Employee pays entire <u>11.5% of employee's contribution as determined by CalPERS on a pre-tax basis</u>. This tier includes 3 year final compensation.</p> <p>For employees hired <u>on or after between</u> October 8, 2011, <u>and December 31, 2012</u>, or <u>classic who are current members as defined by CalPERS members</u>, the retirement formula will <u>be</u> 3% @ 55 <u>plan</u>; employee pays entire <u>913.325%</u> of employee's contribution <u>on a pre-tax basis</u>. This tier includes 3 year final compensation. <u>These employees also pay 4.325% to cost share for the 3% @ 55 formula on a pre-tax basis.</u></p> <p>For employees hired before October 8, 2011, <u>the retirement formula will be CalPERS 3% @ 50 plan</u>; employee pays entire <u>913.325%</u> of employee's contribution <u>on a pre-tax basis</u>. This tier includes 1 year final compensation. <u>These employees also pay 4.325% to share in the cost of the 3% @ 50 formula on a pre-tax basis.</u></p> <p>All tiers include 1959 Survivor's Benefit – 4th level; City pays \$2.00 per month for benefit; enhanced Non-Job Related Disability options; and unused sick leave credit.</p> <p>New employees covered by a public retirement system with reciprocity (i.e., 37 Act), will be placed in the 3% @ 55 plan, in accordance with PEPRA.</p>
Safety Equipment:	Department issued.
Salary Increases:	<p><u>None during the term of the agreement. 7/1/2018: 5%</u> <u>7/1/2019: 5%*</u> <u>1/1/2020: 2.9%*</u></p> <p><u>*If November 2018 tax measure fails to pass, these increases become void.</u></p>
<u>Police Liason Officer Senior Lead Officer (SLO):</u>	Additional 5% <u>of their hourly over-base</u> rate of pay for all regular hours worked.
Sick Leave:	12 days per year. Unlimited accumulation. <u>Up to 50% payoff of hours at separation rate of pay</u> at retirement, layoff or death and <u>remaining hours 50%</u> reported to CalPERS as additional service credit – OR – 100% of hours to be reported to CalPERS as additional service credit.
Standard Work Schedule:	For all full-time employees, the standard work day shall be from eight (8) to twelve and one-half (12-1/2) hours of work performed, not including any unpaid non-work time, as determined by the Chief of Police.
Unfunded Liability:	<u>All Employees</u> contributes \$10 per month to be used to reduce the unfunded liability for retiree medical.
Uniform Allowance:	<u>When hired, an employee shall be directed to the appropriate vendor(s) where they will obtain the required uniforms and/or equipment, which will be paid for by the City directly to the vendor(s). \$850 per year. Additional \$100 per year for K-9 and motor officers. Paid once a year during the second pay period in January of each year. Upon hire, an officer receives a \$200 uniform allowance advance.</u>

City of West Sacramento

Benefits Summary

West Sacramento Police Officer's Association (Sworn)

~~071/01/20176~~ - ~~1206/310/202017~~

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Vacation:	1-5 yrs = 10 days; 6-10 yrs = 15 days; 11-19 yrs = 20 days; 20+ yrs - 25 days. Effective 7/1/2014, maximum accumulation to 19 years of service = 240 hours per year; maximum accumulation 20+ years of service = 300 hours per year. Total payoff at separation.
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Employees in this group should refer to the City Personnel Rules or Memorandum of Understanding for further information on Employer/Employee relations, personnel practices, and terms and conditions of employment.

City of West Sacramento
Benefits Summary

WEST SACRAMENTO POLICE OFFICER'S ASSOCIATION (Civilian)
Police Records Technician, Community Services Officer I/II,
Code Enforcement Officer I/II/Senior, Crime Scene Investigator I/II/III,
Property & Evidence Technician I/II
TERM OF AGREEMENT: ~~07/01/2017~~ – ~~12/06/31/2020~~ 2017

***If the November 2018 Tax Measure fails to pass, then the term of the agreement will expire on 12/31/2019, and all economic provisions of the contract effective after November 3, 2018, will be void.**

Agency Shop:	Yes.
Alternate Work Schedule:	Alternate work schedule of 4-10 or 9-80 as approved by the Chief.
Association Time Bank:	All employees contribute 2-½ hours of vacation time during the first full payperiod that begins in January of each year to an Association Time Bank.
Auto Allowance:	None
Bereavement Leave:	2-4 days depending upon relationship of employee to deceased. Additional 2 days discretionary. See Personnel Rules.
Bilingual Pay:	Employees possessing and utilizing bilingual skills on duty shall receive an additional premium pay of 5% of their hourly rate of pay will be added for employees possessing and utilizing bilingual skills on duty. The number of individuals to receive this pay, the languages eligible, and the qualification requirements will be determined by the City.
Call Back:	Paid minimum of 2 hours at 1-1/2 regular overtime rate <u>of pay</u> .
Deferred Compensation:	Voluntary
<u>POST Certificate/Educational Incentive Program:</u>	2% for Intermediate POST certificate/ or Associate's Degree <u>OR 4% for a Bachelor's Degree;</u> and 2.5% for <u>an</u> Advanced POST certificate, and 4% for Bachelor's Degree. Maximum <u>POST certificate/</u> educational incentive is 6.5%.
Fitness Center:	All civilian employees may workout at the department or the City's recreation facility at no cost.
Holidays:	All members earn 96 hours of holiday time per calendar year (10 listed holidays plus 2 floating holidays) to be used as time off. The holiday time can be taken at any time after it is earned (the pay period in which the holiday occurs or July 1 for floating holidays). Members may cash out twenty (20) hours in fiscal year 2015/2016 and forty (40) hours in fiscal year 2016/2017 annually until <u>December 31, 2020</u> . Upon separation, members are not entitled to any pay-out for unused holiday time (no cash out).
Longevity:	<u>Completion of 10th</u> -years of service = 2.5%; <u>Completion of 15th</u> -years of service = additional 2.5% for total of 5%.
Long-Term Disability:	Voluntary
Management Leave:	None
Meal Allowance:	An additional 30-minute meal allowance will be provided if overtime exceeds 2 hours.

<p>Medical and Dental After Retirement:</p>	<p><u>For employees and retirees hired before 7/1/2018: The premiums will be paid, indexed to the CalPERS PORAC rate depending on coverage tier selected, not to exceed the level paid to active employees of associated coverage tier.</u></p> <p>10-14 years of service = \$50 + 25% of premiums 15-19 years of service = \$75 + 30% of premiums 20 or more years of service = \$100 + 50% of premiums</p> <p><u>Benefit never to exceed 75% of total premium or seven hundred fifty dollars (\$750), whichever is less. The premiums will be paid, indexed to the CalPERS PORAC rate, not to exceed the level paid to active employees.</u></p> <p><u>For employees hired after 6/30/2018: The City's maximum monthly medical contribution for each eligible retiree shall be equal to the minimum employer contribution required for active employees pursuant to the Public Employees Medical and Hospital Care Act (PEMHCA). In addition to the PEMHCA minimum; employees will receive the following contributions to their Retiree Health Savings account:</u></p> <ul style="list-style-type: none"><u>From zero (0) to five (5) years of service, employees shall receive twenty-five (\$25) per month in to be deposited to the employee's RHS account</u><u>After completion of five (5) years of continuous service with the City, employees shall receive one hundred dollars (\$100.00) per month to be deposited into their RHS account.</u><u>After completion of ten (10) years of continuous service with the City, employees shall receive one hundred and fifty dollars (\$150.00) per month to be deposited into their RHS account.</u><u>After completion of twenty (20) years of continuous service with the City, employees shall receive two hundred dollars (\$200.00) per month to be deposited into their RHS account.</u> <p><u>Employees who terminate City service for reasons other than retirement or layoff prior to ten (10) years of continuous service with the City will forfeit any City contribution.</u></p> <p><u>Benefit never to exceed 75% of total premium or seven hundred fifty dollars (\$750), whichever is less.</u></p>
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City of West Sacramento

Benefits Summary

West Sacramento Police Officer's Association (Civilian)

07/01/2017 - 12/31/2017

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<p>Medical, Dental, Life and Vision Insurance:</p>	<p>All POA employees receive a set dollar amount to purchase benefits (cafeteria plan). Health plans are offered through the CalPERS medical program (PEHMCA) using the unequal, minimum contribution methodology. Dental plan is <u>through</u> Delta Dental. Vision plan is <u>through</u> Vision Service Plan (VSP). The life insurance is a \$16,000 term life insurance with \$1,000 coverage for a spouse and children aged 6 months to 23 years, and \$100 coverage for children aged 14 days to 6 months. <u>The City's contribution to the cafeteria plan for employee only will be equal to cover one hundred percent (100%) of the PORAC plan for employee only and the cost of employee only dental and vision; for employee plus one, the cafeteria plan will be an amount equal to eighty-five percent (85%) of the PORAC plan for employee plus one and eighty-five percent (85%) of the employee plus one dental and vision plans; and, for employee plus two or more, the cafeteria plan will be an amount equal to eighty five percent (85%) of the PORAC plan for employee plus two or more and eighty five percent (85%) of the employee plus two or more dental and vision plans.</u>The employee must purchase dental, vision and life and has the option to purchase medical insurance with the remainder of the allotment. If the employee still has money left over after the purchase of medical, vision, life, and dental insurance plans, the employee can divert the remainder to a city deferred compensation plan or supplemental salary according to the procedures governing cafeteria plans as established by law.</p> <p>The City supplements the unequal, minimum contribution amount so that the total dollar amount available to an employee for medical, dental, vision and life is as follows:</p> <p style="text-align: center;"><u>01/01/2016:</u> \$761 / \$1,275 / \$1,633</p> <p style="text-align: center;"><u>01/01/2017:</u> \$7853 / \$1,39229 / \$1,79006</p> <p>These cafeteria amounts are tiered based on employee only, employee plus one and employee plus two or more.</p> <p><u>Share the Savings:</u> Employees who choose not to participate in any of the City's medical plans (opt out) and show proof of health care coverage shall receive four hundred seventy five dollars (\$475) per month. The Share the Savings dollars may be diverted to a deferred compensation plan or supplemental salary according to the procedures governing cafeteria plans as established by law. In addition, the City will pay 100% of the premiums for dental, vision and life insurance.</p>
<p>Medical, Dental and Vision Insurance Share the Savings (Opt Out):</p>	<p><u>Employees hired before 7/1/18:</u> Employees who choose not to participate in any of the City's medical plans (opt out) and show proof of health care coverage shall receive four hundred seventy five dollars (\$475) per month. The Share the Savings dollars may be diverted to a deferred compensation plan or supplemental salary according to the procedures governing cafeteria plans as established by law. In addition, the City will pay 100% of the premiums for dental, vision and life insurance up to the family rate depending on coverage selected.</p> <p><u>Employees hired after 6/30/18:</u> Employees who choose not to participate in any of the City's medical plans (opt out) and show proof of health care coverage shall receive four hundred, seventy five (\$475). The Share the Savings dollars may be diverted to a deferred compensation plan or supplemental salary according to the procedures governing cafeteria plans as established by law. In addition, the City will pay 100% of the premiums for dental and vision up to the employee only rate. Employees can purchase up to the family rate with the opt out funds.</p>
<p>Non-PERSable Retention Pay:</p>	<p>A one-time, non-PERSable retention bonus payment of \$4163500 upon signing of the contract and again on 01/01/2017 on 7/1/2018, for all employees active and on payroll as of 7/1/2017.-</p>
<p>Off-Duty Court Time:</p>	<p>Paid at 1-1/2 <u>regular overtime</u> rate <u>of pay for with unpaid</u> minimum of 4 hours. Applies to hours that are non-contiguous to the employee's regular duty hours.</p>

City of West Sacramento

Benefits Summary

West Sacramento Police Officer's Association (Civilian)

07/01/2017 - 12/31/2017

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On-Call/Stand-by:	\$4.00 per hour. If called out, paid at 1-1/2 regular overtime rate of pay for a paid minimum of 2 hours of work.
Overtime:	1-1/2 times regular base rate of pay (either 8, 9 or 10 hour days). Overtime to be taken in cash or CTO. CTO not to accrue in excess of 80 hours. All accrued CTO to be paid off at termination.
Probationary Period:	12 months.
Records Trainer Differential:	A Records Trainer, while actually training a new Police Records Technician for the Department will be compensated an additional five percent (5%) over his/her base of their hourly rate of pay for every training day. Record Trainers are expected to perform their training duties during their normal tour of duty and will not receive overtime for training duties unless specifically authorized by the Chief of Police or their his/her designee. A Records Trainer called upon to act in the capacity of a supervisor will be compensated an additional five percent (5%) over their hourly his/her base rate of pay after working one (1) regular work shift (eight (8), nine (9) or ten (10) consecutive hours) in the supervisory capacity. During these periods, the Records Trainer will have the same authority and responsibility as the supervisor they he/she replaces. The Records Trainer training compensation will not be compounded with the supervisory compensation.
Code Enforcement Officer Trainer Differential:	A Code Enforcement Officer Trainer, while actually training a new Code Enforcement Officer for the Department will be compensated an additional 5% of their hourly rate of pay for every training day. Code Enforcement Officer Trainers are expected to perform their training duties during their normal tour of duty and will not receive overtime for training duties unless specifically authorized by the Director of Community Development or their designee.
Retiree Health Savings:	The City shall contribute \$15 per pay period on behalf of each employee hired before 7/1/2018 to the VantageCare Retiree h Health Savings plan. The Association may set or adjust the employee contribution amount annually by November 15th.
Retirement:	<p>For employees hired on or after January 1, 2013, who have never been a CalPERS member, have not been a CalPERS member in the past 180 days, and who are not eligible for reciprocity with another California public retirement system as defined by the Public Employees' Pension Reform Act (PEPRA), and are not a rehire who is formerly a classic member, who are new CalPERS members, the retirement formula will be 2% @ 62 in accordance with the Public Employees' Pension Reform Act of 2013 (PEPRA) and includes highest thirty-six months for final compensation determination and Unused Sick Leave Credit. Employee pays E entire 6.25% of employee's contribution as determined by CalPERS on a pre-tax basis is paid by employee.</p> <p>For employees hired on or afterbetween February 11, 2012, and December 31, 2012, or classic members as defined by CalPERS, the retirement formulaprogram shall be the 2% @ 60 formula, highest thirty-six months for final compensation determination, 3rd level of the 1959 Survivor Benefit, Military Service Credit as Public Service, and Unused Sick Leave Credit. Employee pays Effective January 1, 2013, entire 7% employee contribution on a pre-tax basis is paid by employee.</p> <p>For employees hired before February 11, 2012, the retirement formulaprogram shall be the CalPERS 2.5% @ 55 plan, includes highest thirty-six months for final compensation determination, 1959 Survivor's Benefit (3rd Level) and Unused Sick Leave Credit. Employee Effective 1/1/2013, pays entire 8% employee contribution on a pre-tax basis is paid by employee.</p> <p>New employees covered by a public retirement system with reciprocity (i.e., 37 Act), will be placed in the 2% @ 60 plan, in accordance with PEPRA..</p>
Safety Equipment:	Department issue

City of West Sacramento

Benefits Summary

West Sacramento Police Officer's Association (Civilian)

07/01/2017 - 12/31/2017

Page 5

Salary Increases:	None during the term of the agreement. 7/1/2018: 2.2% 7/1/2019: 3% for Crime Scene Investigator series
Shift Differential:	Paid additional 5% of base hourly rate of pay if ½ of work period is before regular shift starts or after regular shift ends.
Sick Leave:	12 days per year. Unlimited accumulation. <u>Up to 50% payoff of hours at separation rate of pay</u> at retirement, layoff or death and <u>remaining hours</u> 50% reported to CalPERS as additional service credit – OR – 100% of hours to be reported to CalPERS as additional service credit.
Unfunded Liability:	Employee contributes \$10 per month to be used to reduce the unfunded liability for retiree medical.
Uniform Allowance:	When hired, an employee shall be directed to the appropriate vendor(s) where they will obtain the required uniforms and/or equipment, which will be paid for by the City directly to the vendor(s). \$850 per year. Paid once a year during the second pay period in January of each year. Upon hire, an employee receives a \$200 uniform allowance advance.
Vacation:	1-5 yrs = 10 days; 6-10 yrs = 15 days; 11-19 yrs = 20 days; 20+ yrs - 25 days. Effective 7/1/2014, maximum accumulation to 19 years of service = 240 hours per year; maximum accumulation 20+ years of service = 300 hours per year. Total payoff at separation.

Employees in this group should refer to the City Personnel Rules or Memorandum of Understanding for further information on Employer/Employee relations, personnel practices, and terms and conditions of employment.

City of West Sacramento
Benefits Summary

CITY MANAGER
EFFECTIVE: 07/01/2018

Annual Physical:	Employee agrees to submit to an annual physical at city expense. Cost not to exceed \$500.
Car Allowance:	City shall pay employee \$500 per month as a car allowance.
Cellular Phone:	City provided phone or stipend (\$75 per month).
Holidays:	Ten (10) set in Personnel Rules and 3.5 floating holidays. Floating holidays are credited each July.
Life Insurance:	City pays premium for \$300,000 term life insurance policy.
Long-Term Disability:	City pays premium for Standard LTD program offered to management employees.
Management Leave:	Eighty (80) hours per fiscal year. No accumulation. Eighty (80) hours is credited at the beginning of each fiscal year.
Medical, Dental & Vision Insurance:	City shall pay 100% of the premiums for coverage for employee and family.
Medical after Retirement:	City shall pay 100% of the premiums for medical and dental coverage for employee and family. Vision is offered for up to 18 months (COBRA) and is paid by the retiree.
Money Purchase Plan (401a) and Deferred Compensation (457):	<p>For employees hired into classification before July 1, 2018: City shall contribute a total of \$24,000 to the City's 401 (a) and 457 plans. The contribution shall take the form of a 4.5% of employee's base salary to the 401(a) plan with the remainder to the 457 plan. Employee shall contribute 5.5% of employee's base salary to the 401 (a) plan. Contributions to be in equal, proportional amounts each pay period.</p> <p>For employees hired into classification after June 30, 2018: City contributes 4.5% of base salary, mandatory employee contribution of 5.5%. Contributions to be in equal, proportional amounts each pay period.</p>
Retirement:	<p>For employees hired on or after January 1, 2013, who are new CalPERS members, the retirement formula will be 2% @ 62, in accordance with the Public Employees' Pension Reform Act of 2013 (PEPRA) and includes highest thirty-six months for final compensation determination and Unused Sick Leave Credit. Employees shall have a member contribution rate of fifty percent (50%) of the total normal cost rate.</p> <p>For employees hired on or after February 11, 2012, the retirement program shall be the 2% @ 60 formula, highest thirty-six months for final compensation determination, 3rd level of the 1959 Survivor Benefit, Military Service Credit as Public Service, the Unused Sick Leave Credit option. The employee pays the entire 7% employee contribution.</p> <p>For employees hired before February 11, 2012, the retirement program shall be the CalPERS 2.5% @ 55 plan, includes highest thirty-six months for final compensation determination, 1959 Survivor's Benefit (3rd Level) and Unused Sick Leave Credit. The employee pays the entire 8% employee contribution.</p> <p>New employees covered by a public retirement system with reciprocity (i.e., 37 Act), will be placed in the 2% @ 60 plan, in accordance with PEPRA.</p>
Salary:	\$200,000 - \$240,000 annually.

**City of West Sacramento
Benefits Summary - City Manager**

Sick Leave:	Accrual rate is eight (8) hours a month
Vacation:	<p>For employees hired into classification before July 1, 2018: Accrual rate is 13.33 hours a month. Maximum accrual is 400 hours. Employee shall accrue 16.67 hours a month after 10 years of employment with the City.</p> <p>For employees hired into classification after June 30, 2018: Accrual per year based on years of employment with the City. 1-5 yrs = 10 days; 6-10 yrs = 15 days; 11-19 yrs = 20 days; 20+ yrs = 25 days. Maximum accumulation = 456 hours per year. Total payoff at separation.</p>

See City Personnel Rules for further information on Employer/Employee relations, personnel practices, and terms and conditions of employment.

**POLICE RECRUIT
Benefit Schedule
(Effective 07/01/2018)**

<p style="text-align: center;">Medical/Dental/Vision Insurance:</p>	<p>The Police Recruit is not eligible for the City's Cafeteria Plan for health benefits until appointment to a probationary Police Officer. Medical/dental/vision insurance will be paid by the City up to the employee only amount and is not to exceed the employee only Cafeteria Plan amount afforded to members of the Police Officer Association. The Police Recruit will select from the CalPERS medical plans.</p> <p>Employees who choose not to participate in any of the City's medical plans (opt out) and show proof of other group health care coverage shall receive City paid dental and vision insurance up to the employee only amount.</p>
<p style="text-align: center;">PERS Retirement:</p>	<p>Depending upon employment status with CalPERS, CalPERS 2% @ 62 or 2% @ 60 plan, Miscellaneous Group. Coverage will be converted to PERS 2.7% @ 57 or 3% @ 55 plan, Local Safety Group upon appointment to probationary Police Officer.</p>
<p style="text-align: center;">Uniform Costs:</p>	<p>The City will purchase any Police Academy required uniforms.</p>
<p style="text-align: center;">Vacation and Sick Leave Accrual:</p>	<p>No vacation or sick leave accrual during attendance at the Police Academy. <u>Recruit status.</u></p>
<p style="text-align: center;">Holidays:</p>	<p>If the Police Academy is closed for a designated holiday, the Police Recruit will receive pay for that day.</p>
<p style="text-align: center;">West Sacramento Police Officer's Association:</p>	<p>The classification of Police Recruit is not represented by the Association until such time as the individual is appointed to probationary status as a Police Officer.</p>



Approved: 6/27/2018
Effective: 7/1/2018

City of West Sacramento

Salary Schedule

Fiscal Year 2018 / 2019

Bargaining Unit/Group: City Manager

City of West Sacramento
2018/2019 Classification Plan

Approved: 06/27/2018
Effective: 07/01/2018

POSITION TITLE	SALARY EFFECTIVE	MONTHLY SALARY RANGE					ANNUAL SALARY	
		A	B	C	D	E	MINIMUM	MAXIMUM
City Manager ⁽¹⁾	7/1/18	16667				20000	\$200,000	\$240,000

*Exempt positions for Fair Labor Standards Act.

(1) "At-Will" Employee.

City of West Sacramento
2018/2019 Classification Plan

POSITION TITLE	SALARY EFFECTIVE	MONTHLY SALARY STEPS					ANNUAL SALARY	
		A	B	C	D	E	MINIMUM	MAXIMUM
Administrative Assistant	11/1/17	\$4,170	\$4,379	\$4,598	\$4,828	\$5,069	\$50,040	\$60,828
Administrative Clerk I	11/1/17	\$3,140	\$3,297	\$3,462	\$3,635	\$3,817	\$37,680	\$45,804
Administrative Clerk II	11/1/17	\$3,461	\$3,634	\$3,816	\$4,007	\$4,207	\$41,532	\$50,484
Administrative Clerk III	11/1/17	\$3,817	\$4,008	\$4,208	\$4,418	\$4,639	\$45,804	\$55,668
Executive Assistant to the City Manager	11/1/17	\$4,638	\$4,870	\$5,114	\$5,370	\$5,638	\$55,656	\$67,656
Human Resources Analyst	11/1/17	\$6,352	\$6,670	\$7,004	\$7,354	\$7,722	\$76,224	\$92,664
Human Resources Technician I	11/1/17	\$3,782	\$3,971	\$4,170	\$4,379	\$4,598	\$45,384	\$55,176
Human Resources Technician II	11/1/17	\$4,170	\$4,379	\$4,598	\$4,828	\$5,069	\$50,040	\$60,828
Payroll Administrator	1/1/18	\$4,947	\$5,194	\$5,454	\$5,727	\$6,013	\$59,364	\$72,156
Payroll Technician	11/1/17	\$4,170	\$4,379	\$4,598	\$4,828	\$5,069	\$50,040	\$60,828

City of West Sacramento
2018/2019 Classification Plan

POSITION TITLE	SALARY EFFECTIVE	MONTHLY SALARY RANGE					ANNUAL SALARY	
		A	B	C	D	E	MINIMUM	MAXIMUM
Assistant City Manager ⁽¹⁾	10/7/15	\$12,500				\$15,000	\$150,000	\$180,000
Director of Administrative Services	1/1/18	\$12,500				\$15,000	\$150,000	\$180,000
Director of Community Development ⁽¹⁾	7/1/15	\$12,500				\$15,000	\$150,000	\$180,000
Director of Economic Development & Housing ⁽¹⁾	10/7/15	\$12,500				\$15,000	\$150,000	\$180,000
Director of Parks & Recreation ⁽¹⁾	7/1/15	\$12,500				\$15,000	\$150,000	\$180,000
Director of Public Works ⁽¹⁾	7/1/15	\$12,500				\$15,000	\$150,000	\$180,000
Fire Chief ⁽¹⁾	7/1/15	\$12,500				\$15,000	\$150,000	\$180,000
Police Chief ⁽¹⁾	7/1/15	\$12,500				\$15,000	\$150,000	\$180,000

*Exempt positions for Fair Labor Standards Act.

(1) "At-Will" Employee.

Bargaining Unit/Group: Elected Officials

**City of West Sacramento
2018/2019 Classification Plan**

Approved: 06/27/2018

Effective: 07/01/2018

POSITION TITLE	SALARY EFFECTIVE	MONTHLY SALARY STEPS					ANNUAL SALARY	
		<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	MINIMUM	MAXIMUM
City Council Member	1/1/87	\$300					\$3,600	
Mayor	1/1/87	\$300					\$3,600	

City of West Sacramento
2018/2019 Classification Plan

POSITION TITLE	SALARY EFFECTIVE	MONTHLY SALARY STEPS					ANNUAL SALARY	
		A	B	C	D	E	MINIMUM	MAXIMUM
Fire Captain	2/17/18		\$8,961					\$107,532
Fire Engineer	2/17/18		\$7,710					\$92,520
Firefighter	2/17/18	\$5,992	\$6,364	\$6,729	\$7,013		\$71,904	\$84,156

City of West Sacramento
2018/2019 Classification Plan

POSITION TITLE	SALARY EFFECTIVE	MONTHLY SALARY STEPS					ANNUAL SALARY	
		A	B	C	D	E	MINIMUM	MAXIMUM
Accounting Technician I	7/1/18	\$3,393	\$3,563	\$3,741	\$3,928	\$4,124	\$40,716	\$49,488
Accounting Technician II	7/1/18	\$3,771	\$3,960	\$4,158	\$4,366	\$4,584	\$45,252	\$55,008
Accounting Technician III	7/1/18	\$4,164	\$4,372	\$4,591	\$4,821	\$5,062	\$49,968	\$60,744
Chief Facilities Maintenance Worker	7/1/18	\$5,272	\$5,536	\$5,813	\$6,104	\$6,409	\$63,264	\$76,908
Chief Maintenance Worker	7/1/18	\$4,410	\$4,630	\$4,861	\$5,104	\$5,359	\$52,920	\$64,308
Chief Parks & Grounds Worker	7/1/18	\$3,917	\$4,113	\$4,319	\$4,535	\$4,762	\$47,004	\$57,144
Chief Treatment Plant Mechanic	7/1/18	\$5,834	\$6,126	\$6,432	\$6,754	\$7,092	\$70,008	\$85,104
Clerk	7/1/18	\$2,789	\$2,928	\$3,074	\$3,228	\$3,389	\$33,468	\$40,668
Clerk, Senior	7/1/18	\$3,031	\$3,183	\$3,342	\$3,509	\$3,684	\$36,372	\$44,208
Electrical Technician	7/1/18	\$5,325	\$5,591	\$5,871	\$6,165	\$6,473	\$63,900	\$77,676
Engineering/GIS Technician	7/1/18	\$5,470	\$5,743	\$6,030	\$6,332	\$6,649	\$65,640	\$79,788
Engineering Technician I	7/1/18	\$4,018	\$4,219	\$4,430	\$4,652	\$4,885	\$48,216	\$58,620
Engineering Technician II	7/1/18	\$4,396	\$4,616	\$4,847	\$5,089	\$5,343	\$52,752	\$64,116
Engineering Technician III	7/1/18	\$5,210	\$5,470	\$5,743	\$6,030	\$6,332	\$62,520	\$75,984
Equipment Mechanic I	7/1/18	\$3,689	\$3,873	\$4,067	\$4,270	\$4,484	\$44,268	\$53,808
Equipment Mechanic II	7/1/18	\$3,968	\$4,166	\$4,374	\$4,593	\$4,823	\$47,616	\$57,876
Facilities Maintenance Aide	7/1/18	\$2,690	\$2,824	\$2,965	\$3,113	\$3,269	\$32,280	\$39,228
Facilities Maintenance Worker	7/1/18	\$4,149	\$4,356	\$4,574	\$4,803	\$5,043	\$49,788	\$60,516
Facilities Maintenance Worker, Senior	7/1/18	\$4,566	\$4,794	\$5,034	\$5,286	\$5,550	\$54,792	\$66,600
Groundskeeper	7/1/18	\$2,744	\$2,881	\$3,025	\$3,176	\$3,335	\$32,928	\$40,020
Instrumentation Technician	7/1/18	\$6,067	\$6,370	\$6,688	\$7,022	\$7,373	\$72,804	\$88,476
Maintenance Worker ⁽²⁾	7/1/18	\$3,558	\$3,736	\$3,923	\$4,119	\$4,325	\$42,696	\$51,900
Maintenance Worker, Senior ⁽²⁾	7/1/18	\$3,930	\$4,127	\$4,333	\$4,550	\$4,777	\$47,160	\$57,324
Parks & Grounds Worker	7/1/18	\$3,365	\$3,533	\$3,710	\$3,895	\$4,090	\$40,380	\$49,080
Parks & Grounds Worker, Senior	7/1/18	\$3,499	\$3,674	\$3,858	\$4,051	\$4,254	\$41,988	\$51,048
Permit Technician I	7/1/18	\$3,982	\$4,181	\$4,390	\$4,609	\$4,839	\$47,784	\$58,068
Permit Technician II	7/1/18	\$4,280	\$4,494	\$4,719	\$4,955	\$5,203	\$51,360	\$62,436
Planning Technician	7/1/18	\$3,791	\$3,981	\$4,180	\$4,389	\$4,608	\$45,492	\$55,296
Recreation Coordinator	7/1/18	\$3,433	\$3,605	\$3,785	\$3,974	\$4,173	\$41,196	\$50,076
Recreation Supervisor I	7/1/18	\$4,290	\$4,505	\$4,730	\$4,967	\$5,215	\$51,480	\$62,580
Recreation Supervisor II	7/1/18	\$4,768	\$5,006	\$5,256	\$5,519	\$5,795	\$57,216	\$69,540
Secretary	7/1/18	\$3,771	\$3,960	\$4,158	\$4,366	\$4,584	\$45,252	\$55,008
Stationary Engineer	7/1/18	\$5,021	\$5,272	\$5,536	\$5,813	\$6,104	\$60,252	\$73,248
Treatment Plant Mechanic I	7/1/18	\$4,736	\$4,973	\$5,222	\$5,483	\$5,757	\$56,832	\$69,084
Treatment Plant Mechanic II	7/1/18	\$5,210	\$5,470	\$5,743	\$6,030	\$6,332	\$62,520	\$75,984
Water Treatment Plant Apprentice	7/1/18	\$3,356	\$3,524	\$3,700	\$3,885	\$4,079	\$40,272	\$49,496
(continued - increases granted in 6 month intervals)			\$4,283	\$4,497	\$4,722	\$4,958		\$59,496
Water Treatment Plant Operator II	7/1/18	\$4,508	\$4,733	\$4,970	\$5,219	\$5,480	\$54,096	\$65,760
Water Treatment Plant Operator III	7/1/18	\$4,959	\$5,207	\$5,467	\$5,740	\$6,027	\$59,508	\$72,324
Water Treatment Plant Operator IV	7/1/18	\$6,250	\$6,562	\$6,890	\$7,234	\$7,596	\$75,000	\$91,152

(2) One position designated by the Director of Public Works receives a 5% footnote for backflow prevention & cross connection control duties.

City of West Sacramento
2018/2019 Classification Plan

POSITION TITLE	SALARY EFFECTIVE	MONTHLY SALARY RANGE					ANNUAL SALARY	
		A	B	C	D	E	MINIMUM	MAXIMUM
Accounting Manager ⁽¹⁾	11/1/17	\$8,054				\$9,788	\$96,648	\$117,456
Assistant to the Mayor I ⁽¹⁾	11/1/17	\$2,505				\$3,044	\$30,060	\$36,528
Assistant to the Mayor II ⁽¹⁾	11/1/17	\$2,968				\$3,607	\$35,616	\$43,284
Budget Manager ⁽¹⁾	11/1/17	\$8,054				\$9,788	\$96,648	\$117,456
Building Official/City Architect ⁽¹⁾	11/1/17	\$8,412				\$10,223	\$100,944	\$122,676
Business Manager ⁽¹⁾	1/1/18	\$7,530				\$9,151	\$90,360	\$109,812
City Clerk ⁽¹⁾	11/1/17	\$8,245				\$10,020	\$98,940	\$120,240
Code Enforcement Manager ⁽¹⁾	11/1/17	\$6,658				\$8,091	\$79,896	\$97,092
Communications & Media Officer ⁽¹⁾	11/1/17	\$6,776				\$8,235	\$81,312	\$98,820
Community Investment Manager ⁽¹⁾	11/1/17	\$8,054				\$9,788	\$96,648	\$117,456
Construction Manager ⁽¹⁾	11/1/17	\$7,530				\$9,151	\$90,360	\$109,812
Court Liaison Officer	11/1/17	\$5,570				\$6,769	\$66,840	\$81,228
Deputy City Manager ⁽¹⁾	11/1/17	\$8,245				\$10,020	\$98,940	\$120,240
Drafting Services Manager ⁽¹⁾	11/1/17	\$6,973				\$8,474	\$83,676	\$101,688
Early Learning Services Director ⁽¹⁾	11/1/17	\$6,482				\$7,877	\$77,784	\$94,524
Engineering/Transportation Manager ⁽¹⁾	11/1/17	\$8,944				\$10,870	\$107,328	\$130,440
Environmental Services Manager ⁽¹⁾	11/1/17	\$7,530				\$9,151	\$90,360	\$109,812
Equipment and Facilities Superintendent ⁽¹⁾	11/1/17	\$6,973				\$8,474	\$83,676	\$101,688
Fire Marshal ⁽¹⁾	11/1/17	\$8,430				\$10,245	\$101,160	\$122,940
Flood Protection Manager ⁽¹⁾	11/1/17	\$8,944				\$10,870	\$107,328	\$130,440
Flood Protection Planner ⁽¹⁾	11/1/17	\$7,254				\$8,816	\$87,048	\$105,792
Human Resources Manager ⁽¹⁾	11/1/17	\$8,245				\$10,020	\$98,940	\$120,240
Information Technology Business Services Coordinator ⁽¹⁾	11/1/17	\$6,776				\$8,235	\$81,312	\$98,820
Information Technology Manager ⁽¹⁾	11/1/17	\$8,245				\$10,020	\$98,940	\$120,240
Parks & Grounds Superintendent ⁽¹⁾	11/1/17	\$6,973				\$8,474	\$83,676	\$101,688
Permit Services Manager	11/1/17	\$5,936				\$7,214	\$71,232	\$86,568
Port Manager ⁽¹⁾	11/1/17	\$8,054				\$9,788	\$96,648	\$117,456
Preschool Site Supervisor ⁽¹⁾	11/1/17	\$4,176				\$5,075	\$50,112	\$60,900
Principal Engineer ⁽¹⁾	11/1/17	\$8,412				\$10,223	\$100,944	\$122,676
Principal Planner ⁽¹⁾	11/1/17	\$8,054				\$9,788	\$96,648	\$117,456
Program Manager ⁽¹⁾	11/1/17	\$5,936				\$7,214	\$71,232	\$86,568
Public Finance Manager ⁽¹⁾	11/1/17	\$8,245				\$10,020	\$98,940	\$120,240
Public Information Officer ⁽¹⁾	11/1/17	\$5,936				\$7,214	\$71,232	\$86,568
Public Works Operations Manager ⁽¹⁾	11/1/17	\$8,412				\$10,223	\$100,944	\$122,676
Recreation Manager ⁽¹⁾	11/1/17	\$6,482				\$7,877	\$77,784	\$94,524
Senior Analyst ⁽¹⁾	11/1/17	\$6,658				\$8,091	\$79,896	\$97,092
Senior Human Resources Analyst ⁽¹⁾	7/1/18	\$7,307				\$8,880	\$87,684	\$106,560
Senior Civil Engineer	11/1/17	\$7,654				\$9,302	\$91,848	\$111,624
Senior Planner	11/1/17	\$7,013				\$8,523	\$84,156	\$102,276
Senior Transportation Planner	7/1/18	\$7,013				\$8,523	\$84,156	\$102,276
Senior Program Manager ⁽¹⁾	11/1/17	\$7,254				\$8,816	\$87,048	\$105,792
Senior Project Manager ⁽¹⁾	11/1/17	\$6,861				\$8,338	\$82,332	\$100,056
Supervising Civil Engineer ⁽¹⁾	11/1/17	\$8,054				\$9,788	\$96,648	\$117,456
Supervising Transportation Planner ⁽¹⁾	11/1/17	\$8,054				\$9,788	\$96,648	\$117,456
Technical Services Manager ⁽¹⁾	11/1/17	\$6,776				\$8,235	\$81,312	\$98,820
Utilities Maintenance Superintendent ⁽¹⁾	11/1/17	\$6,973				\$8,474	\$83,676	\$101,688
Water Treatment Plant Superintendent ⁽¹⁾	11/1/17	\$8,245				\$10,020	\$98,940	\$120,240

*Exempt positions for Fair Labor Standards Act.
(1) "At-Will" Employee.

FOR EMPLOYEES HIRED BEFORE 07/01/2018									
POSITION TITLE	SALARY EFFECTIVE	MONTHLY SALARY STEPS					ANNUAL SALARY		
		A	B	C	D	E	MINIMUM	MAXIMUM	
Code Enforcement Officer I	7/1/18	\$4,125	\$4,331	\$4,548	\$4,775	\$5,014	\$49,500	\$60,168	
Code Enforcement Officer II	7/1/18	\$4,559	\$4,787	\$5,026	\$5,277	\$5,541	\$54,708	\$66,492	
Code Enforcement Officer, Senior	7/1/18	\$5,036	\$5,288	\$5,552	\$5,830	\$6,122	\$60,432	\$73,464	
Community Services Officer I	7/1/18	\$3,375	\$3,544	\$3,721	\$3,907	\$4,102	\$40,500	\$49,224	
Community Services Officer II	7/1/18	\$3,720	\$3,906	\$4,101	\$4,306	\$4,521	\$44,640	\$54,252	
Crime Scene Investigator I	7/1/18	\$4,030	\$4,232	\$4,444	\$4,666	\$4,899	\$48,360	\$58,788	
Crime Scene Investigator II	7/1/18	\$4,482	\$4,706	\$4,941	\$5,188	\$5,447	\$53,784	\$65,364	
Crime Scene Investigator III	7/1/18	\$4,900	\$5,145	\$5,402	\$5,672	\$5,956	\$58,800	\$71,472	
Police Officer	7/1/18	\$5,832	\$6,124	\$6,430	\$6,751	\$7,089	\$69,984	\$85,068	
Police Records Technician	7/1/18	\$3,594	\$3,774	\$3,963	\$4,161	\$4,369	\$43,128	\$52,428	
Police Sergeant	7/1/18	\$7,151	\$7,509	\$7,884	\$8,278	\$8,692	\$85,812	\$104,304	
Police Services Coordinator	7/1/18	\$4,100	\$4,305	\$4,520	\$4,746	\$4,983	\$49,200	\$59,796	
Property & Evidence Technician I	7/1/18	\$3,792	\$3,982	\$4,181	\$4,390	\$4,609	\$45,504	\$55,308	
Property & Evidence Technician II	7/1/18	\$4,171	\$4,380	\$4,599	\$4,829	\$5,070	\$50,052	\$60,840	

FOR EMPLOYEES HIRED AFTER 06/30/2018												
POSITION TITLE	SALARY EFFECTIVE	MONTHLY SALARY STEPS									ANNUAL SALARY	
		A	B	C	D	E	F	G	H	I	MINIMUM	MAXIMUM
Code Enforcement Officer I	7/1/18	\$4,116	\$4,219	\$4,324	\$4,432	\$4,543	\$4,657	\$4,773	\$4,892	\$5,014	\$49,392	\$60,168
Code Enforcement Officer II	7/1/18	\$4,548	\$4,662	\$4,779	\$4,898	\$5,020	\$5,145	\$5,274	\$5,406	\$5,541	\$54,576	\$66,492
Code Enforcement Officer, Senior	7/1/18	\$5,024	\$5,150	\$5,279	\$5,411	\$5,546	\$5,685	\$5,827	\$5,973	\$6,122	\$60,288	\$73,464
Community Services Officer I	7/1/18	\$3,367	\$3,451	\$3,537	\$3,625	\$3,716	\$3,809	\$3,904	\$4,002	\$4,102	\$40,404	\$49,224
Community Services Officer II	7/1/18	\$3,711	\$3,804	\$3,899	\$3,996	\$4,096	\$4,198	\$4,303	\$4,411	\$4,521	\$44,532	\$54,252
Crime Scene Investigator I	7/1/18	\$4,020	\$4,121	\$4,224	\$4,330	\$4,438	\$4,549	\$4,663	\$4,780	\$4,899	\$48,240	\$58,788
Crime Scene Investigator II	7/1/18	\$4,471	\$4,583	\$4,698	\$4,815	\$4,935	\$5,058	\$5,184	\$5,314	\$5,447	\$53,652	\$65,364
Crime Scene Investigator III	7/1/18	\$4,889	\$5,011	\$5,136	\$5,264	\$5,396	\$5,531	\$5,669	\$5,811	\$5,956	\$58,668	\$71,472
Police Officer	7/1/18	\$5,817	\$5,962	\$6,111	\$6,264	\$6,421	\$6,582	\$6,747	\$6,916	\$7,089	\$69,804	\$85,068
Police Records Technician	7/1/18	\$3,585	\$3,675	\$3,767	\$3,861	\$3,958	\$4,057	\$4,158	\$4,262	\$4,369	\$43,020	\$52,428
Police Sergeant	7/1/18	\$7,134	\$7,312	\$7,495	\$7,682	\$7,874	\$8,071	\$8,273	\$8,480	\$8,692	\$85,608	\$104,304
Police Services Coordinator	7/1/18	\$4,089	\$4,191	\$4,296	\$4,403	\$4,513	\$4,626	\$4,742	\$4,861	\$4,983	\$49,068	\$59,796
Property & Evidence Technician I	7/1/18	\$3,783	\$3,878	\$3,975	\$4,074	\$4,176	\$4,280	\$4,387	\$4,497	\$4,609	\$45,396	\$55,308
Property & Evidence Technician II	7/1/18	\$4,160	\$4,264	\$4,371	\$4,480	\$4,592	\$4,707	\$4,825	\$4,946	\$5,070	\$49,920	\$60,840

Bargaining Unit/Group: Police Manager's

City of West Sacramento
2018/2019 Classification Plan

Approved: 06/27/2018
Effective: 07/01/2018

POSITION TITLE	SALARY EFFECTIVE	MONTHLY SALARY RANGE					ANNUAL SALARY	
		<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	MINIMUM	MAXIMUM
Police Lieutenant	7/1/16	\$8,924				\$10,845	\$107,088	\$130,140

*Exempt positions for Fair Labor Standards Act.

FOR EMPLOYEES HIRED BEFORE 07/01/2018								
POSITION TITLE	SALARY EFFECTIVE	MONTHLY SALARY STEPS					ANNUAL SALARY	
		A	B	C	D	E	MINIMUM	MAXIMUM
Fire Recruit	2/17/18	\$4,194						\$50,328
Police Recruit	7/1/18	\$3,470	\$4,082				\$41,640	\$48,984

FOR EMPLOYEES HIRED AFTER 06/30/2018								
POSITION TITLE	SALARY EFFECTIVE	MONTHLY SALARY STEPS					ANNUAL SALARY	
		A	B	C	D	E	MINIMUM	MAXIMUM
Fire Recruit	2/17/18	\$4,194						\$50,328
Police Recruit	7/1/18	\$3,461	\$4,072				\$41,533	\$48,863

City of West Sacramento
2018/2019 Classification Plan

POSITION TITLE	SALARY EFFECTIVE	MONTHLY SALARY RANGE					ANNUAL SALARY	
		<u>A</u>	<u>B</u>	<u>C</u>	<u>D</u>	<u>E</u>	MINIMUM	MAXIMUM
Deputy Fire Chief ⁽¹⁾	11/1/17	\$9,331				\$11,340	\$111,972	\$136,080
Deputy Police Chief ⁽¹⁾	11/1/17	\$10,018				\$12,175	\$120,216	\$146,100
Fire Battalion Chief	11/1/17	\$8,430				\$10,245	\$101,160	\$122,940

*Exempt positions for Fair Labor Standards Act.

(1) "At-Will" Employee.

City of West Sacramento
2018/2019 Classification Plan

POSITION TITLE	SALARY EFFECTIVE	MONTHLY SALARY STEPS					ANNUAL SALARY	
		A	B	C	D	E	MINIMUM	MAXIMUM
Accountant I	11/1/17	\$4,947	\$5,194	\$5,454	\$5,727	\$6,013	\$59,364	\$72,156
Accountant II	11/1/17	\$5,225	\$5,486	\$5,760	\$6,048	\$6,350	\$62,700	\$76,200
Administrative Analyst I	11/1/17	\$5,008	\$5,258	\$5,521	\$5,797	\$6,087	\$60,096	\$73,044
Administrative Analyst II	11/1/17	\$5,790	\$6,079	\$6,383	\$6,702	\$7,037	\$69,480	\$84,444
Application Developer & Database Specialist I	11/1/17	\$5,633	\$5,915	\$6,211	\$6,522	\$6,848	\$67,596	\$82,176
Application Developer & Database Specialist II	11/1/17	\$6,163	\$6,471	\$6,795	\$7,135	\$7,492	\$73,956	\$89,904
Application Support Specialist	11/1/17	\$5,225	\$5,486	\$5,760	\$6,048	\$6,350	\$62,700	\$76,200
Assistant Engineer	11/1/17	\$5,863	\$6,156	\$6,464	\$6,787	\$7,126	\$70,356	\$85,512
Assistant Planner	11/1/17	\$4,947	\$5,194	\$5,454	\$5,727	\$6,013	\$59,364	\$72,156
Assistant Transportation Planner	11/1/17	\$4,947	\$5,194	\$5,454	\$5,727	\$6,013	\$59,364	\$72,156
Associate Civil Engineer	11/1/17	\$7,163	\$7,521	\$7,897	\$8,292	\$8,707	\$85,956	\$104,484
Associate Planner	11/1/17	\$5,633	\$5,915	\$6,211	\$6,522	\$6,848	\$67,596	\$82,176
Associate Transportation Planner	7/1/18	\$5,633	\$5,915	\$6,211	\$6,522	\$6,848	\$67,596	\$82,176
Building Inspector I	11/1/17	\$5,071	\$5,325	\$5,591	\$5,871	\$6,165	\$60,852	\$73,980
Building Inspector II	11/1/17	\$5,633	\$5,915	\$6,211	\$6,522	\$6,848	\$67,596	\$82,176
Building Plans Examiner I	11/1/17	\$5,071	\$5,325	\$5,591	\$5,871	\$6,165	\$60,852	\$73,980
Building Plans Examiner II	11/1/17	\$5,633	\$5,915	\$6,211	\$6,522	\$6,848	\$67,596	\$82,176
CALEA Coordinator	11/1/17	\$5,790	\$6,079	\$6,383	\$6,702	\$7,037	\$69,480	\$84,444
Community Investment Specialist	11/1/17	\$4,170	\$4,379	\$4,598	\$4,828	\$5,069	\$50,040	\$60,828
Construction Administrative Specialist	11/1/17	\$4,487	\$4,711	\$4,947	\$5,194	\$5,454	\$53,844	\$65,448
Court Liaison Specialist	11/1/17	\$3,817	\$4,008	\$4,208	\$4,418	\$4,639	\$45,804	\$55,668
Crime Analyst	11/1/17	\$4,947	\$5,194	\$5,454	\$5,727	\$6,013	\$59,364	\$72,156
Deputy City Clerk	11/1/17	\$4,487	\$4,711	\$4,947	\$5,194	\$5,454	\$53,844	\$65,448
Deputy City Clerk, Senior	11/1/17	\$4,947	\$5,194	\$5,454	\$5,727	\$6,013	\$59,364	\$72,156
Early Learning Services Program Assistant	11/1/17	\$2,896	\$3,041	\$3,193	\$3,353	\$3,521	\$34,752	\$42,252
Engineering Assistant I	11/1/17	\$5,071	\$5,325	\$5,591	\$5,871	\$6,165	\$60,852	\$73,980
Engineering Assistant II	11/1/17	\$5,633	\$5,915	\$6,211	\$6,522	\$6,848	\$67,596	\$82,176
Engineering Assistant III	11/1/17	\$6,276	\$6,590	\$6,919	\$7,265	\$7,628	\$75,312	\$91,536
Financial Specialist	11/1/17	\$4,487	\$4,711	\$4,947	\$5,194	\$5,454	\$53,844	\$65,448
Fire Inspector	11/1/17	\$5,071	\$5,325	\$5,591	\$5,871	\$6,165	\$60,852	\$73,980
Fire Inspector, Senior	11/1/17	\$5,863	\$6,156	\$6,464	\$6,787	\$7,126	\$70,356	\$85,512
Graphics Technician	11/1/17	\$2,896	\$3,041	\$3,193	\$3,353	\$3,521	\$34,752	\$42,252
Information Technology Specialist	11/1/17	\$6,163	\$6,471	\$6,795	\$7,135	\$7,492	\$73,956	\$89,904
Junior Engineer	11/1/17	\$5,071	\$5,325	\$5,591	\$5,871	\$6,165	\$60,852	\$73,980
Junior Planner	11/1/17	\$4,176	\$4,385	\$4,604	\$4,834	\$5,076	\$50,112	\$60,912
Junior Transportation Planner	11/1/17	\$4,176	\$4,385	\$4,604	\$4,834	\$5,076	\$50,112	\$60,912
PC Support Technician	11/1/17	\$3,791	\$3,981	\$4,180	\$4,389	\$4,608	\$45,492	\$55,296
Police Records Supervisor	11/1/17	\$5,225	\$5,486	\$5,760	\$6,048	\$6,350	\$62,700	\$76,200
Preschool Teacher	11/1/17	\$2,896	\$3,041	\$3,193	\$3,353	\$3,521	\$34,752	\$42,252
Preschool Teacher/Family Support Specialist	11/1/17	\$2,930	\$3,076	\$3,230	\$3,392	\$3,562	\$35,160	\$42,744
Project Manager I	11/1/17	\$5,934	\$6,231	\$6,543	\$6,870	\$7,214	\$71,208	\$86,568
Project Manager II	11/1/17	\$6,381	\$6,700	\$7,035	\$7,387	\$7,756	\$76,572	\$93,072
Senior Accountant	11/1/17	\$6,163	\$6,471	\$6,795	\$7,135	\$7,492	\$73,956	\$89,904
Senior Building Inspector	11/1/17	\$6,276	\$6,590	\$6,919	\$7,265	\$7,628	\$75,312	\$91,536
Senior Building Plans Examiner	11/1/17	\$6,276	\$6,590	\$6,919	\$7,265	\$7,628	\$75,312	\$91,536
Youth Counselor	11/1/17	\$5,225	\$5,486	\$5,760	\$6,048	\$6,350	\$62,700	\$76,200



Approved: 6/27/2018
Effective: 7/1/2018

City of West Sacramento

Authorized Position List

Fiscal Year 2018 / 2019

Total Authorized Positions:
376.05

Position	Fund	Information Technology 104-9034	Administration 104-9050	Fiscal Records 104-9051	Revenue Collection 104-9052	RDA Successor Agency Admin 264-9395	Kids' Homerun Program 110-9017	Smart City Initiatives 110-9018	Total
Director of Administrative Services		0.33	0.66			0.01			1
Information Technology Manager		1							1
Technical Services Manager		1							1
Application Developer & Database Specialist I/II		1							1
Information Technology Specialist		1					0.5	0.5	2
Application Support Specialist		4							4
IT Business Services Coordinator		1							1
Public Finance Manager			0.50			0.50			1
Administrative Assistant			1						1
Budget Manager				0.95		0.05			1
Accounting Manager				0.95		0.05			1
Accountant I/II/Senior				1.5		0.50			2
Accounting Technician I/II/III				1	4				5
Total		9.33	2.16	4.40	4	1.11	0.5	0.5	22.00

Position	Fund	City Council 104-9010	City Manager 104-9016	City Clerk 104-9022	Community Relations 104-9026	Kids' Homerun Program 110-9017	Smart City Initiatives 110-9018	Human Resources 104- 9024	Parking Improvement 219-9325	Total
City Manager			1							1
Assistant City Manager			1							1
Executive Assistant to City Manager			1							1
Assistant to the Mayor I/II ¹		0.5								0.5
Administrative Clerk I/II/III				1						1
City Clerk				1						1
Deputy City Clerk/Sr. Deputy City Clerk				2						2
Deputy City Manager					0.5		0.5			1
Communications & Media Officer					1					1
Graphics Technician					1					1
Human Resources Manager								1		1
Human Resources Analyst/Senior								1		1
Human Resources Technician I/II								2		2
Payroll Technician								1		1
Payroll Administrator								1		1
Program Manager/Senior						0.5			1.0	1.5
Total		0.5	3	4.00	2.5	0.5	0.5	6.0	1.0	18.00

1. Position reports to the Mayor and is captured here for funding purposes only.

Position	Fund	Administration 650-9310	Planning 651-9311	Building 650-9315	Development Engineering 650-9321	Flood Protection 652-9040	Code Enforcement 101-9130	Measure K 108-9130	Total
Director of Community Development		0.50				0.375	0.125		1.00
Secretary						1	1		2.00
Clerk/Senior Clerk		2							2.00
Principal Planner			1						1.00
Planner (Junior, Assistant, Associate, Senior)			3						3.00
Planning Technician		1							1.00
Building Official/City Architect*				0.75					0.75
Permit Services Manager				1					1.00
Building Inspector I/II/Senior				1					1.00
Building Plans Examiner I/II/Senior				1					1.00
Permit Technician I/II				2.5	0.5				3.00
Principal Engineer					1				1.00
Junior/Assistant/Associate/Senior Engineer					1				1.00
Engineering Assistant I/II/III					1	1			2.00
Administrative Analyst I/II/Senior						2			2.00
Flood Protection Manager						1			1.00
Supervising Civil Engineer						1			1.00
Flood Protection Planner						1			1.00
Code Enforcement Manager							1		1.00
Code Enforcement Officer I/II/Senior							3	1	4.00
Subtotal		3.50	4.00	6.25	3.50	7.375	5.125	1.0	30.75

*.25 FTE of Building Official/City Architect is in Public Works, budget unit 615-9652.

Position	Fund	Economic Development & Housing 106-9020	Port 516-9700	Total
Director of Economic Development & Housing		0.5	0.5	1
Community Investment Manager		1		1
Program Manager/Senior		4		4
Community Investment Specialist		1		1
Port Manager			1	1
Secretary			1	1
	Total	6.5	2.5	9

Note: One (1) Program Manager/Senior may be filled at a lower level Community Investment Specialist

Authorized Position List 2018/2019
 Fire

Approved: 6/27/2018
 Effective: 7/1/2018

Position	Fund	Administration 101-9150	Emergency Operations 101-9151	Measure K 108-9151	HazMat 210-9153	Total
Fire Chief		1				1
Deputy Fire Chief*		2				2
Administrative Analyst I/II/Senior		1				1
Fire Marshal		0.1			0.9	1
Secretary		1			1	2
Fire Inspector/Senior					1	1
Fire Battalion Chief			3			3
Fire Captain			17			17
Fire Engineer			15			15
Firefighter ¹			20	2		22
Total		5.1	55	2	2.9	65

1. Firefighter position(s) may be flexibly staffed at either the Firefighter or Fire Recruit level. No more than six positions may be flexibly staffed.
 * One Deputy Fire Chief is vacant and unfunded through 2017/2018 and 2018/2019.

Position	Fund	Administration 101-9500	Recreation 101-9510	Park Maintenance 101-9520	Service CFDs 269-9179	IMPACT Grant 254-9561	Discovery Preschool 254-9555	Learning Ladder 254-9556	Total
Director of Parks & Recreation		1							1
Business Manager		1							1
Financial Specialist		1							1
Secretary		1							1
Clerk/Senior Clerk		1							1
Recreation Manager			2						2
Recreation Supervisor I/II			6						6
Recreation Coordinator			5						5
Parks & Grounds Superintendent				1					1
Project Manager/II/Senior				1					1
Chief Parks & Grounds Worker				3.2	0.8				4
Parks & Grounds Worker/Senior				6					6
Groundskeeper				3					3
Early Learning Services Director ¹						1			1
Early Learning Services Program Assistant ¹						1			1
Preschool Site Supervisor - Discovery Preschool							0.80		0.80
Preschool Teacher							0.75	3	3.75
Preschool Teacher/Family Support Specialist								2	2
Preschool Site Supervisor - Learning Ladder								1	1
Total		5	13	14.2	0.8	2	1.55	6	42.55

1. Early Learning Services Director and Early Learning Services Program Assistant are grant funded.

Position	Fund	Administration 101-9110	Support Services 101-9111	Measure K 108-9111	Records 101-9112	Operations (Patrol) 101-9113	Traffic/Parking 101-9116	Court Liaison 250-9117	COPS Grant 2015 250-9127	WUSD School Resource Officer 250-9132	COPS in Schools 250-9147	CDBG 9894 Grant 260-9848	Total
Police Chief		1											1
Deputy Police Chief		1											1
Police Lieutenant		1	1			2							4
Police Sergeant		1	1	2		7 ⁴	1						12
Police Officer		1	10 ¹	1		38	3		2	1 ²	1 ²		57
Administrative Analyst I/II/Senior		3											3
CALEA Coordinator		1											1
Crime Analyst			1										1
Secretary		1	1		1								3
Property & Evidence Technician			1										1
Crime Scene Investigator I/II/III			3										3
Police Records Supervisor					1								1
Police Records Technician					6								6
Police Services Coordinator						1							1
Community Services Officer I/II						2							2
Court Liaison Officer/Specialist ³								1					1
Clerk/Senior Clerk ⁵					1		1						2
Youth Counselor			1										1
Program Manager/Senior ⁵												1	1
Total		10	19	3	9	50	5	1	2	1	1	1	102

1. One Police Officer position is assigned to YONET.
2. 0.5 FTE Police Officer is funded by WUSD in budget units 250-9132 and 250-9147
3. Two Court Liaison Officers/Specialists at .5 FTE, each.
4. One Police Sergeant funded by AB 109.
5. Position is serving as the Homeless Outreach and Service Coordinator, is limited term for three years until October 2017. Limited term extended until June 30, 2019.
6. One Clerk/Senior Clerk in budget unit 101-9116 is vacant and unfunded through 2017/2018 and 2018/2019.

NOTE: Police Officer position(s) may be flexibly staffed at either the Police Officer or Police Recruit level. No more than five positions may be flexibly staffed.

Authorized Position List 2018/2019
 Public Works
 Administration, Engineering

Approved: 6/27/2018
 Effective: 7/1/2018

Position	Fund	Administration 615-9651	Facilities Development Division 615-9652	Engineering 615-9653	Inspection Engineering 615-9654	Transportation 615-9655	Total
Director of Public Works		0.30					0.30
Business Manager		0.30					0.30
Financial Specialist		1					1
Secretary		1					1
Building Official/City Architect			0.25				0.25
Project Manager I/II/Senior			3				3
Supervising Civil Engineer*				1			1
Drafting Services Manager				1			1
Junior/Assistant/Associate/Senior Engineer				6			6
Engineering/GIS Technician				1			1
Engineering Technician I/II/III				2			2
Engineering Assistant I/II/III				1	3		4
Construction Manager					1		1
Construction Administrative Specialist					1		1
Engineering And Transportation Manager						1	1
Supervising Transportation Planner						1	1
Senior Analyst						1	1
Transportation Planner (Junior, Assistant, Associate, Senior)						1	1
Subtotal		2.60	3.25	12	5	4	26.85

*May be filled at Senior Civil Engineer level.

Authorized Position List 2018/2019
 Public Works
 Facilities

Approved: 6/27/2018
 Effective: 7/1/2018

Position	Fund	Equipment & Facilities Maintenance 104-9325	Total
Equipment and Facilities Superintendent		0.5	0.5
Chief Facilities Maintenance Worker		1	1
Stationary Engineer		1	1
Facilities Maintenance Worker/Senior/Aide		4	4
Subtotal		6.5	6.5

Position	Fund	Administration 610-9650	Road Maintenance 201-9210	Road Maint-Measure K 108-9210	Storm Water Maintenance 215-9230	Equipment 610-9660	Sewer Collection 501-9410	Water Treatment 506-9610	Water Distribution 506-9611	Backflow Prevention 506-9612	Street Sweeping 201-9205	Street Sweeping- Measure K 108-9205	Environmental Services 610-9661	Total
Director of Public Works		0.7												0.7
Public Works Operations Manager		1												1
Business Manager		0.7												0.7
Equipment and Facilities Superintendent		0.5												0.5
Clerk/Senior Clerk		2.50								0.5				3
Utilities Maintenance Superintendent			0.25		0.25		0.25		0.25					1
Equipment Mechanic I/II						3								3
Engineering Assistant I/II/III			1											1
Chief Maintenance Worker*				1			1		1					3
Maintenance Worker/Senior			2	1	1		7		7	1.5	1	1		22
Chief Treatment Plant Mechanic							0.5	0.5						1
Treatment Plant Mechanic I/II							1	1	1					3
Environmental Services Manager													1	1
Administrative Analyst I/II/Senior					1								2	3
Electrical Technician			0.34				0.83		0.83					2
Instrumentation Technician								1						1
Water Treat Plant Superintendent								1						1
Water Treat Plant Operator II/III/IV								6						6
Subtotal		5.40	3.59	2.00	2.25	3.00	10.58	9.50	10.08	2.00	1.00	1.00	3.00	53.40

Public Works Department Total 86.75

* One position in Water Distribution remains unfilled until funding permits and may be filled at Maintenance Worker/Senior level.

**REGULAR MEETING OF THE
CITY OF WEST SACRAMENTO CITY COUNCIL,
REDEVELOPMENT SUCCESSOR AGENCY, AND
WEST SACRAMENTO FINANCING AUTHORITY**
May 23, 2018
Minutes

DRAFT

The closed session was called to order at 6:00 PM. There were no members of the public present. Councilmember Sandeen was absent. All other members were present. The session adjourned at 7:09 PM.

The regular meeting was called to order at 7:17 PM in the Council Chambers, 1110 West Capitol Avenue, West Sacramento, California. Councilmember Sandeen arrived at 8:27 PM, prior to the Time-Set Agenda. All other members were present. Mayor Cabaldon presided.

The Pledge of Allegiance was led by Petrea Marchand.

Entry No. 1

Heard General Administration Functions as follows:

Heard presentations by the public on matters not on the agenda.

Councilmember Johannessen reported that the Riverfront Joint Powers Authority (JPA) Board appointed David Taylor as the fifth Director of the Board; approved signature authority of \$250,000 to the JPA Director; discussed the Federal Transit Administration Risk Review and assessed that increased risk points would mean higher costs, so approved the governing structure which may be amended at a future date; and announced that station options will be presented to the Board at the June meeting and vehicle approval will be presented at the July meeting.

Mayor Pro Tem Ledesma reported the Yolo County Transportation District introduced the 2018/19 preliminary budget which reflected decreased ridership and that expenses and revenues were pretty much the same; approved final contract for fixed route paratransit operations with Trans Dev which addresses the changing needs of transit, ability to adapt, as well as keeping costs down.

Councilmember Orozco reported that she and Mayor Cabaldon attended the City/School 2x2 meeting and received an update on the Sycamore Trail project; Westmore Oaks & Charter School Draft Recreational Area Plans; and discussed the possibilities of having Youth Boxing Camps for West Sacramento youth, possible locations for the program, and provided information to the Washington Unified School District Board President.

Councilmember Orozco also reported that the River City Regional Stadium Financing Authority approved the budget for municipal administration expenses for Fiscal Year 2018/19; and received an informational presentation by Jeff Savage of River Cats on the status of stadium operations and business plan.

Lastly, Councilmember Orozco reported that the Regional County Sanitation District Board approved both the District and Finance Authority final budgets for Fiscal Year 2018/19; and received the District Engineer and Administration updates.

Mayor Cabaldon reported that the Sacramento Area Council of Governments Board discussed allocation of funds for the next round of transportation planning to cover the next four to five years, in order to adapt to changing technologies, the Board voted to reserve a larger portion for coming years instead of for the current round; also conducted a workshop on new approaches to pricing, partly incentivized by air quality issues and consistently reduced revenue from gas tax due to reduced miles driven, by looking at alternatives such as tollways and tollable high occupancy vehicle lanes. More information and materials will be shared with the City Council.

Mayor Cabaldon also reported that the Central Valley Regional Service Authority for Freeways and Expressways Committee, comprised of the six-county region and San Joaquin, to reduce the number of call boxes over time due to high cost of maintenance and Verizon abandoning 3G service by January 2020 in addition to the increased use of cell phones and use of freeway service patrol being more cost effective. The only exception would be to continue to maintain the call boxes located on recreational trails.

Mayor Cabaldon continued to report that the founders of the Start Ups in Residence, the cities of San Francisco, San Leandro, and West Sacramento, presented this year's projects in San Francisco. Both he and Deputy City Manager Robinson introduced the new program GovRock which builds off the work from done by the Age-Friendly Task Force findings that one of the most important desires to senior citizens in the community is to connect to meaningful volunteer opportunities and connect with people. The City of West Sacramento was named one of the "21 Best Cities to Watch in 2018" thanks to staff and to Councilmembers Johannessen and Sandeen for leading this effort.

Mayor Cabaldon also reported that he participated in the Kinders Go to College program where the children were excited for college and other opportunities ahead due to the College Promise program.

Lastly, Mayor Cabaldon reported that the City of West Sacramento was featured at the Regional Seminars on Employment and Financial Empowerment for Working-Aged Adults; and announced that for the first time in the history of West Sacramento, that the unemployment rate plummeted from over fourteen percent to under four percent which is lowest in the region, in the state, and in the country; and a great source of community pride.

Entry No. 2

Minute Order 18-37: Appointed Robert Chase as a Regular Member to the Planning Commission completing the term ending December 31, 2018. *(Note: It was later determined that Mr. Chase was ineligible for the appointment.)*

MOTION: Ledesma. SECOND: Johannessen. AYES: Orozco, Cabaldon. ABSENT: Sandeen.

Entry No. 3

Announced that Mayor Pro Tem Ledesma had been appointed by Yolo County to the Yolo County Consolidated Redevelopment Oversight Board representing the cities of Yolo County.

Entry No. 4

Minute Order 18-38: Appointed Erin Rivas to the Yolo County Consolidated Redevelopment Oversight Board representing employees of all Redevelopment Agencies in Yolo County.

MOTION: Ledesma. SECOND: Orozco. AYES: Johannessen, Cabaldon. ABSENT: Sandeen.

Entry No. 5

Heard presentation and received a certificate from AARP acknowledging the acceptance of the City's Age-Friendly Action Plan.

Entry No. 6

Minute Order 18-39: Acted on the Consent Agenda as follows:

Item 3, consideration of Resolution 18-31 amending the boundary of residential parking permit area "B" (Washington Neighborhood), was removed from the Consent Agenda.

Approved a five-year agreement for contractual services with Sensus USA, Inc. for the citywide water meter conversion project in the amount of \$231,643, including the first year one-time set up fee of \$53,616; and authorized the City Manager, or his designee, to execute the agreement and amendments of up to ten percent (\$23,165) of the value of the contract for unforeseen growth of endpoints monitoring costs.

Approved the three-year contract price (\$226,500), including the optional two one-year extensions (\$157,300), with Crowe Horwath, LLP for the financial audit services for a total five-year contract price of \$383,800; authorized the City Manager, or his designee, to execute the contract; and authorized a contingency of \$22,650, or ten percent of contract value for the first three years and \$15,730 for the two option years, for any additional requirements set forth by the Government Accounting Standards Board.

Found that project is exempt from environmental review pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3) and 15305; and adopted **Resolution 18-33** accepting fee title to four lots within the Ironworks subdivision which were irrevocably offered for dedication on Final Map 4692.

Found that Ordinance 18-4 approving a Development Agreement with DICA Distribution, LLC is exempt from further environmental review pursuant to Class 1 (Existing Facility) Categorical Exemption under the California Environmental Quality Act (CEQA) and Business & Professions Code section 26055(h) and found that the Exemptions reflect the independent judgment of the City as lead agency under CEQA; and waived second reading and read by title and number only, and adopted **Ordinance 18-4** approving the Development Agreement with DICA Distribution, LLC at 2505 Front Street, Suite A, for wholesale cannabis logistics/distribution/ transportation.

Found that the project is exempt from further environmental review pursuant to Class 1 (Existing Facility) Categorical Exemption under the California Environmental Quality Act (CEQA) and Business & Professions Code Section 26055(h) and found that the Exemptions reflect the independent judgment of the City as lead agency under CEQA; waived second reading and read by title and number only, and adopted **Ordinance 18-5** approving the Development Agreement with WCC MGMT, LLC at 2505 Front Street, Suite B, for wholesale cannabis logistics/distribution/transportation; waived second reading and ready by title and number only, and adopted **Ordinance 18-6** approving the Development Agreement with WCC MGMT, LLC at 2505 Front Street, Suite B for cannabis manufacturing; and waived second reading and read by title and number only, and adopted **Ordinance 18-7** approving the Development Agreement with WCC MGMT, LLC at 2505 Front Street, Suite B, for a commercial indoor cannabis facility.

Found that Stone Lock One Development Agreement is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15061(b)(3); and waived the second reading and read by title and number only and adopted **Ordinance 18-8** approving modifications to an existing Development Agreement with the Sacramento-Yolo Port District pertaining to Stone Lock One.

Found that the sale of the subject property at Lake Road near Enterprise is exempt from further environmental review under the California Environmental Quality Act (CEQA) pursuant to Class 12 Exemption, under CEQA Guidelines Section 15312(a) as sale of surplus government property; and authorized the City Manager to execute a Purchase and Sale Agreement for a remnant parcel on Lake Road in substantially the form presented.

Found that the Community Facility District Tree Maintenance contract is exempt from environmental review pursuant to the California Environmental Quality Act (CEQA) Guidelines Section 15301; awarded the two-year tree maintenance contract with an option to extend two additional years to West Coast Arborist, Incorporated for tree maintenance at the cost of \$1,929,440.00; amended two current contracts with West Coast Arborist , Incorporated that when the term of the contract ends they are extended under the current term and contract cost of \$677,440.00; authorized the Mayor to execute the contract on behalf of the City of West Sacramento; and granted the City Manager, or his designee, the authority to issue contract change orders up to ten percent of the total contract price for all areas (\$260,688.00).

Approved the updated benefit summaries for unrepresented groups for fiscal years 2017/2018 and 2018/2019 and a total appropriation of one-time funds in the amount of \$424,409 to meet the obligations of the updated benefit summaries.

Approved an official Council oppose position of State Constitutional Amendment 20 (Glazer) (SCA 20); and authorized the Mayor, or his designee, to take any actions necessary, including but not limited to signing an oppose letter in substantially the form presented, entering into agreements, and testifying before State Legislative committees, in order to advocate against the passage of SCA 20 or any other bill into which substantially the same language is inserted during this legislative session.

Approved the minutes of the May 9, 2018 regular City Council meetings.

MOTION: Orozco. SECOND: Ledesma. AYES: Johannessen, Cabaldon. ABSENT: Sandeen.

Entry No. 7

Item 3, consideration of Resolution 18-31 amending the boundary of residential parking permit area "B" (Washington Neighborhood), was continued to date uncertain.

Entry No. 8

Minute Order 18-40: Opened a public hearing to consider certification as a Responsible Agency of the Final Environmental Impact Statement/Environmental Impact Report (EIS/EIR), adoption of the Final Yolo Habitat Conservation Plan/Natural Community Conservation Plan (Yolo HCP/NCCP), and related actions. Heard from the following speakers:

NAME:	REPRESENTING/COMMENT:
David Stroud	Self/Thanked staff and Council; and encouraged the Council to adopt the Plan.

Closed the public hearing; adopted **Resolution 18-28**, a resolution considering the Final EIS/EIR pursuant to California Environmental Quality Act (CEQA) Guidelines Section 15096, including adoption of Findings of Fact and other actions required by CEQA for Responsible Agencies; Adopted **Resolution 18-29**, a resolution adopting the Final HCP/NCCP, certifying the Yolo HCP/NCCP as consistent with the City of West Sacramento General Plan, and authorizing the City Manager to execute the Implementing Agreement with the United States Fish and Wildlife Service, California Department of Fish and Wildlife, Yolo Habitat Conservancy, Yolo County, and the cities of Davis, Winters, and Woodland; introduced, waived the first reading and read by title and number only, Ordinance 18-9, an ordinance providing for the implementation of the Yolo HCP/NCCP, including related procedures and fees, and directed staff to schedule the ordinance for second reading and adoption at the next regularly scheduled meeting of the City Council on June 13, 2018; approved execution of the First Amended and Restated Joint Powers Agreement for the Yolo Habitat Conservancy, reflecting the transition to Yolo HCP/NCCP implementation; and directed staff to file a CEQA Notice of Determination.

MOTION: Ledesma. SECOND: Orozco. AYES: Johannessen, Sandeen, Cabaldon.

Entry No. 9

Continued a public hearing to receive comments regarding Resolution 18-24 amending the Book of Fees to adopt charges for city regulatory activities, products, and services associated with residential parking permits. Hearing from no one, closed the public hearing and took no action for lack of motion.

Entry No. 10

Mayor Cabaldon recused himself from the following item, and Mayor Pro Tem Ledesma presided over the item.

Minute Order 18-41: Conducted a public hearing to receive comments regarding vacating a portion of public right-of-way located at the corner of Bridge Street and Central Street and the corner of Bridge Street and Riverfront Street. Hearing from no one, closed the public hearing and found that the project is consistent with the Bridge District Environmental Impact Report and exempt from further California Environmental Quality Act (CEQA) review pursuant to Section 15168(c)(2) of the CEQA Guidelines; and adopted Resolution 18-25 vacating a portion of public right-of-way located at the corner of Bridge Street and Central Street, and the corner of Bridge Street and Riverfront Street.

MOTION: Orozco. SECOND: Sandeen. AYES: Johannessen, Ledesma. ABSTAIN: Cabaldon.
ROLL CALL VOTE: JOHANNESSEN: Aye. SANDEEN: Aye. OROZCO: Aye. LEDESMA: Aye.
CABALDON: Abstain.

Following the vote, Mayor Cabaldon returned and presided over the remainder of the meeting.

Entry No. 11

Minute Order 18-42: Considered staff report on revenues and expenditures for fiscal year 2017-18 and projected revenues and expenditures for fiscal year 2018-19; and adopted **Resolution 18-34** approving and adopting amendments to the budget for fiscal year 2018-19.

MOTION: Ledesma. SECOND: Orozco. AYES: Johannessen, Sandeen, Cabaldon.

Entry No. 12

Minute Order 18-43: Adopted **Resolution 18-35** approving and adopting amendments to the Capital Improvement Program budget for fiscal year 2018-19.

MOTION: Ledesma. SECOND: Sandeen. AYES: Johannessen, Orozco, Cabaldon.

Entry No. 13

Minute Order 18-44: Received staff presentation; discussed and provided comments on the additional information presented. During discussion, at 10:42 PM adjourned to a closed session to discuss exposure to litigation. Closed Session adjourned at 10:54 PM. Reconvened in open session, and adopted **Resolution 18-38**, a resolution of application seeking a change in organization of Reclamation Districts 537 and 900 and authorizing the City Manager to file the resolution of application with Yolo Local Agency Formation Commission (LAFCo).

MOTION: Orozco. SECOND: Sandeen. AYES: Ledesma, Cabaldon. NOES: Johannessen.
ROLL CALL VOTE: SANDEEN: Aye. OROZCO: Aye. JOHANNESSEN: No. LEDESMA: Aye.
CABALDON: Aye.

Entry No. 14

Heard General Administration Function, Part II.

Assistant City Manager Berlin announced that the Fire Station 44 Open House will be held on May 26, beginning at 11:00 AM.

City Manager Tuttle reported that there is good news regarding flood program funding from the Army Corp of Engineers; and will report the findings to the Council later this week.

The meeting adjourned at 10:58 PM.

PUBLIC REPORT OF CLOSED SESSION

Conference with Legal Counsel – Significant Exposure to Litigation - GC §54956.9(b): 1
No action taken.

Conference with Labor Negotiator - GC §54957.6

Agency Negotiator: Laura Izon Powell

Employee Organization: Police Officers' Association (POA), Police Managers' Association (PMA), Management Group, Specialists & Professionals Group, Confidential Group, Firefighters' Association Local 522

No action taken.

Conference with Real Property Negotiator – GC §54956.8

Negotiating Parties: Martin Tuttle (City), Lisa Mangat (California Parks & Recreation)

Property: East Riverfront Property APNs 014-610-04, 10, 14 and 20, 014-620-03, 10, 12 and 14, 014-760-20 and 23.

No action taken.

Kryss Rankin, City Clerk

Minutes approved as presented by a majority
vote of the City Council on June 27, 2018.

Kryss Rankin, City Clerk

**REGULAR MEETING OF THE
CITY OF WEST SACRAMENTO CITY COUNCIL,
REDEVELOPMENT SUCCESSOR AGENCY, AND
WEST SACRAMENTO FINANCING AUTHORITY**
June 13, 2018
Minutes

DRAFT

The closed session was called to order at 6:00 PM. There were no members of the public present. Mayor Cabaldon attended remotely by telephone from Bryant Park Hotel, 40 West 40th Street, New York, New York. All other members were present. The session adjourned at 7:05 PM.

The regular meeting was called to order at 7:13 PM in the Council Chambers, 1110 West Capitol Avenue, West Sacramento, California. Mayor Cabaldon was absent. All other members were present. Mayor Pro Tem Ledesma presided.

The Pledge of Allegiance was led by Councilmember Sandeen.

Entry No. 1

Heard General Administration Functions as follows:

Heard presentations by the public on matters not on the agenda.

Councilmember Johannessen reported that the Yolo County Housing Authority Board approved the annual budget; and continued discussion on the restructuring of the Board to have seven seats consisting of four seats for city representatives to be appointed by their respective cities, one seat for a county representative, and two seats for constituents. This item will be brought before the City Council in the near future.

In addition, Councilmember Johannessen reported that the Yolo-Solano Air Quality Management District Clean awarded the Clean Air Funds allocated for clean air projects in Yolo and Solano counties. Two were awarded to West Sacramento: \$17,550 to the City for wayfinding markers along bike trails, and \$7,500 to the Chamber of Commerce for outreach promoting available funding and use of electric vehicles to area businesses.

Councilmember Sandeen reported that the West Sacramento Area Flood Control Agency approved an access and utility easement with Global Signal Acquisitions IV, LLC so that permanent underground utilities to a new cell tower can be constructed; authorized the General Manager to enter an agreement with the State Water Resources Control Board for site clean-up sub-account program funds for the former Time Oil Site Remediation project; and heard an update on the Southport Levee Improvement Project for which construction activities are moving forward.

Councilmember Sandeen also reported that she was sworn in as an alternate representative by the Yolo Local Agency Formation Commission. The Commission adopted a resolution initiating dissolution of Reclamation Districts 2076 and 2120; and approved the Commission's 2018/19 budget.

Lastly, Councilmember Sandeen reported that the Sacramento-Yolo Port District Commission approved the 2018/19 budget.

Mayor Pro Tem Ledesma commented that the Port District budget is very robust, and the Commission recommended moving forward with capital improvement projects.

Councilmember Orozco reported that the Sacramento Regional County Sanitation District Board received an update by Chief Financial Officer Maestretti on the 2018 Long-term Financial Plan and approved the Capital Funding Projection for Sacramento Regional County Sanitation District for Fiscal Years 2018/19 through 2027/28 reporting that the District is in good standing, will be able to reduce debt before it comes due, and has cash reserves in the amount of \$300 million allowing the District to keep a bond rating of AA.

Mayor Pro Tem Ledesma reported that the Yolo County Transportation District Board adopted the preliminary budget which includes an increase of \$160,000 for the City, but makes allowance for the use of property on Harbor Boulevard for bus parking; found maintaining traditional bus routes is expensive, so pushing toward micro-transit and other cost-saving alternatives in areas of low ridership; received a request from Caltrans for the District to carry a grant application to the Federal Department of Transportation Build Program for \$25 million to widen Interstate 80 from Enterprise Boulevard to Solano County by eliminating the center median to create a contraflow express toll lane for buses and high-occupancy vehicles. The District is requesting that West Sacramento Public Works Department and the City Manager's Office provide letters of support of this project for alleviating traffic congestion in this corridor. The District selected Mayor Pro Tem Ledesma to be Vice-Chair; and they thanked Deputy Director Mike Luken for his service and wished him well in his new position with the Placer County Transportation District.

Mayor Pro Tem Ledesma also announced that an Open House for the Streetcar Project and Station Design will be held at the Sacramento City Hall on June 14 beginning at 5:30 PM.

Entry No. 2

Minute Order 18-44: Acted on the Consent Agenda as follows:

Adopted **Resolution 18-3** establishing an Appropriations Limit for Fiscal Year 2018/19 based on population and income factors.

Waived the second reading and read by title and number only and adopted **Ordinance 18-9** adding Title 20 to the City of West Sacramento Municipal Code concerning the Yolo Habitat Conservation and Natural Communities Conservation Plan.

Approved the on-call list of professional environmental consultants to provide services on an as-needed basis for environment support services.

Approved the proposed contract with the West Sacramento Chamber of Commerce for services related to economic development in the amount of \$50,000; and authorized the City Manager, or his designee, to execute the agreement.

Approved an appropriation of \$97,000 from the Measure E fund in the "Other Public Safety" purpose area to support programming identified in the Community and Youth Outreach framework.

Reviewed and approved the Downtown Riverfront Streetcar Governance framework and documentation as presented.

Approved the award of contract for publication of legal notices to the News-Ledger for the 2018-2019 fiscal year.

Authorized the City Manager to execute an amendment to the City of West Sacramento and Institute for Local Government Professional Services Agreement for the Workforce Accelerator Fund (WAF) 5.0 grant; authorized the appropriation of \$3,500 of Measure E funds from the identified funding framework for the career ready internship and digital badge programs of the West Sacramento Home Run for expenditure on STEPS digital badge evaluation as part of the WAF 5.0 grant activities to the Institute for Local Government; and authorized appropriation of \$40,000 of Measure E funds allocated to the West Sacramento Home Run to be used as placeholder funding for costs associated with West Sacramento's WAF 5.0 project which are subject to reimbursement from the WAF 5.0 grant through the Institute of Local Government under the professional services agreement that was authorized by Council on September 6, 2017.

Authorized the City Manager to execute a reimbursement agreement between the City of West Sacramento and the Los Rios Community College District (LRCCD), by and through its college, Sacramento City College, in substantially the same form as presented for the reimbursement of qualified expenses incurred by LRCCD in connection with the West Sacramento College Promise program of the West Sacramento Home Run.

Approved the terms of the successor agreement and adopted the Memorandum of Understanding between the City of West Sacramento and the West Sacramento Police Officers Association (POA) effective July 1, 2017 through December 31, 2020; directed staff to incorporate these terms into the salary ranges for each POA-represented job classification and return with an updated Classification Plan and Benefits Summary for approval at a subsequent City Council meeting; and adopted **Resolution 18-42** approving and adopting amendments to the approved biennial budget for Fiscal Year 2018/19 for \$375,728 (\$364,530 sworn and \$11,198 non-sworn) in ongoing cost and \$480,542 (\$434,750 sworn and \$45,792 non-sworn) in one-time cost; and directed staff to return to Council for additional budget appropriations upon successful passage of a sales tax measure in November 2018.

Item 12, consideration of approval of the minutes of the May 23, 2018 regular City Council meeting, was continued to a later date.

MOTION: Orozco. SECOND: Sandeen. AYES: Johannessen, Ledesma. ABSENT: Cabaldon.

Entry No. 3

Minute Order 18-45: Opened a public hearing to consider a Development Agreement for a proposed cannabis manufacturing facility at 2286 Del Monte Street. Heard from the following speakers:

<u>NAME:</u>	<u>REPRESENTING/COMMENT:</u>
Wayne Scheel	Norcal Green Ventures "Norcal GVI"/Congratulated the City Council and thanked staff for their foresight to invite this industry to West Sacramento along with its economic opportunities; clarified that this facility will be used to manufacture cannabis concentrate oil; and will take security measures for staff and the public.
Bernard Brown	Norcal GVI/Will operate with the highest standard in this facility; and used extreme care in selecting this site and assures the public that there is no direct route from the school to this facility.
Mark Posnick	DGA Architects/Expressed that the safety standards and building code requirements for this manufacturing facility are similar to the Food and Agriculture industry standards; and will use best practices for air filtration systems.

Closed the public hearing; found the project is exempt from further environmental review pursuant to Class 1 (Existing Facility) and Class 32 (Infill Development) Categorical Exemptions under the California Environmental Quality Act (CEQA) and Business & Professions Code Section 26055(h), and found that the Exemptions reflect the independent judgment of the City as lead agency under CEQA; waived the first reading and read by title and number only, Ordinance 18-10 approving the Development Agreement with Norcal Green Ventures, LLC at 2286 Del Monte Street for cannabis manufacturing; and informed the audience that the second reading and adoption of Ordinance 18-10 is tentatively scheduled for June 27, 2018.

MOTION: Johannessen. SECOND: Orozco. AYES: Sandeen, Ledesma. ABSENT: Cabaldon.

Entry No. 4

Minute Order 18-46: Opened a public hearing to receive comments considering vacating a public right-of-way easement on Lake Road. Hearing from no one, closed the public hearing; found that the vacation of public right-of-way and sale of the subject property is exempt from environmental review under the California Environmental Quality Act (CEQA) pursuant to the Class 5 and 12 Exemptions, under CEQA Guidelines Sections 15305 as a minor alteration in land use and 15312(a) as sale of surplus government property; and adopted **Resolution 18-27** vacating a public right-of-way easement located on Lake Road.

MOTION: Orozco. SECOND: Sandeen. AYES: Johannessen, Ledesma. ABSENT: Cabaldon.

Entry No. 5

Minute Order 18-47: Approved the Corporation Yard Phase I Plan elements as described; approved a \$3.2 million General Facilities Fund loan to the Corporation Yard Fund (Fund 228) with the terms described; directed staff to complete the design of the Phase I project with Kappe Architects and prepare final construction documents for bid of Phase I; directed staff to negotiate the transfer of the proposed Corporation Yard property at 4300 West Capitol Avenue from the Sacramento-Yolo Port District to the City and return to City Council with a Purchase and Sale Agreement prior to the end of 2018; and directed staff to prepare an update to the Corporation Yard Development Impact Fee Nexus Study, last updated in 2005, and return to the City Council to update the Book of Fees to reflect the adjusted rate.

MOTION: Orozco. SECOND: Johannessen. AYES: Sandeen, Ledesma. ABSENT: Cabaldon.

Entry No. 6

Heard staff presentation and provided staff with comments and direction on the 2018 Bicycle, Pedestrian, and Trails Master Plan.

Entry No. 7

Minute Order 18-48: Waived the first reading and read by title only, Ordinance 18-12 imposing a transactions and use tax to be administered by the California Department of Tax and Fee Administration; and provided direction to staff on text for the ballot measure; Mayor Pro Tem requested the Council to send suggestions and recommended language to Assistant City Manager Berlin for the ad hoc committee, Mayor Cabaldon and Mayor Pro Tem Ledesma, who will return on June 27, 2018 with drafted language for consideration by the Council.

MOTION: Orozco. SECOND: Sandeen. AYES: Johannessen, Ledesma. ABSENT: Cabaldon.

Entry No. 8

Heard General Administration Function, Part II.

Assistant City Manager Berlin announced Summer STEPS Intern Program will be conducted from June 18 through August 10 with 17 interns working 40 hours per week in City departments; the 'Going Away' event for City Manager Tuttle will be held in the Galleria beginning at 11:30 AM on June 28; the graduation ceremony for the West Sacramento Police Department Youth Academy will be on June 29; and the first Summer Night Lights will be on June 30.

City Manager Tuttle reported that the State Budget is due on Friday but expected to be finished on Thursday. Items of interest for the City include the \$100 million for the California Indian Heritage Museum, and \$170 million in flood protection funding that the City competes for and supports.

PUBLIC REPORT OF CLOSED SESSION

Conference with Real Property Negotiator – GC §54956.8

Negotiating Parties: Vasu Ankur Luthra, Property Owner; Cindy Tuttle, City of West Sacramento

Property: 1200 Linden Road, APN 046-030-006-000

Under Negotiation: Terms of Proposed Acquisition

No action taken.

Conference with Labor Negotiator – GC §54957.6

Agency Negotiator: Laura Izon Powell

Employee Organizations: Police Officers' Association (POA), Police Managers' Association (PMA)

No action taken.

Conference with Legal Counsel – Significant Exposure to Litigation – GC §54956.9(b): 2

No action taken.

This meeting adjourned at 9:45 PM.

Minutes approved as presented by a majority vote of the City Council on June 27, 2018.

Kryss Rankin, City Clerk

Kryss Rankin, City Clerk

MEETING DATE: June 27, 2018

ITEM # 14

SUBJECT:
PUBLIC HEARING AND REPORT OF MEASURE K AND MEASURE V REVENUE AND DISBURSEMENTS

INITIATED OR REQUESTED BY:

 Council Staff

 Other

REPORT COORDINATED OR PREPARED BY:

Nitish Sharma, Budget Manager



Roberta Raper, Director of Administrative Services

ATTACHMENT Yes No Information Direction Action

OBJECTIVE

Measure K, approved by the voters on November 5, 2002, provided in relevant part that, "The citizens shall receive annually a published report of revenue and disbursements following a public hearing." This public hearing and report will satisfy these reporting requirements. Staff is also providing similar information for Measure V.

RECOMMENDED ACTION

Staff respectfully recommends that Council:

1. Conduct a public hearing;
2. Receive and file this agenda report of Measure K and Measure V revenue and disbursements; and
3. Direct staff to publish the report of Measure K and Measure V revenue and disbursements.

BACKGROUND

On February 5, 2003, the Council approved a conceptual plan to implement Resolution 2-58, respecting desired general spending of the 1/2 cent sales tax proceeds under Measure K. This plan allotted 1/4 cent to a base allocation for an indefinite amount of time and 1/4 cent to a capital allocation for a 10-year period. Each allocation, in turn, was subdivided into specific categorical allocations. Special provisions (i) designated proceeds for local matching, (ii) prohibited use for land acquisition (other than rights-of-way), and (iii) allowed 5 percent flexibility in the distribution of these categorical allocations.

On November 4, 2008, West Sacramento voters approved two measures, Measure U and Measure V. Measure U approved the continuation of a 1/4 cent portion (capital allocation) of the existing 1/2 cent sales tax for an additional 20 years. Measure V provided guidelines for the use of the 1/4 cent of sales tax proceeds to fund the operations of a streetcar system and fund flood protection improvements.

On November 8, 2016, West Sacramento voters approved Measure E to fund City services and initiatives such as repairing roads, building and maintaining bicycle/pedestrian trails, reducing homelessness and its community impacts, improving education and career opportunities for youths, and enhancing internet access and the use of smart technologies. Measure E commenced on April 1, 2017 and it is estimated to generate approximately \$3.3 million in Fiscal Year 2017/18 and 2018/19. Annual Measure E report of revenues and disbursements at the end of Fiscal Year 2017/18 was presented to the City Council on May 9, 2018.

ANALYSIS

Although the Measure K sales tax override is one-half of the local share of the statewide sales tax, it produces only about one-third of the revenue. This difference is explained by the difference between the two taxes.

The major, distinguishing difference between the district transaction and use tax (district tax) and the Bradley-Burns uniform local sales and use tax (local tax) is the definition of "place of sale."

Most retail sales (including business-to-business sales) are deemed to occur at the retailer's place of business, and the 1 percent portion of this local tax is collected by California Department of Tax and Fee Administration (CDTFA) and allocated to the jurisdiction where the retailer's place of business is located.

In contrast, the Measure K district tax generally follows the goods to where they are delivered. If the purchaser is in a district, the seller must charge the district tax, which is then collected by the CDTFA and allocated to the district.

Below is a comparison of the two taxes for the two 12-month periods ending March 31.

	2017	2018	Percent Growth
Local	\$ 17,225,476 ^[1]	\$ 16,296,388	-5.39%
District	\$ 6,443,404	\$ 6,902,384	7.12%
% District	37.41%	42.36%	

[1] Beginning January 1, 2016, the sales tax received from the County of Yolo related to the triple flip ended and the City is now getting the full 1% from the Department of Tax and Fee Administration. The City received a one-time true up payment from the end of the triple flip that was recorded in 2017.

Measure K Fund Analysis

1. **Base Programs:** Projected revenues for base programs for FY 2017/18, totaling \$3.3 million will slightly exceed the budgeted revenues. The base expenditures are expected to be at or below the budget for fiscal year 2016-2017.
2. **Capital Projects:** The original estimated funding for capital projects for the entire 10-year period, totaling \$21,500,000, has been allocated. Starting April 1, 2013, the City began receiving the Measure V portion of the 1/4 cent sales override for the streetcar system and flood protection improvements.

For FY 2017/18, the projected fund balance in the Measure K Fund is \$3.9 million dollars. Of this amount, \$3.2 million is set aside for the streetcar operations and maintenance; \$0.3 million for approved capital improvement projects for Fiscal Year 2018/19. Each year, an annual allocation of \$225,000 for the streetcar operations is added to the setaside fund balance. The unrestricted fund balance projected in Measure K fund projected at the end of current fiscal year is approximately \$400,000. The final numbers will be presented to the City Council at the close of current fiscal year and after the independent audit.

Measure K Scorecard

This report (copy attached) is intended to show compliance with Resolution 2-58. For the 15-year period ending March 31, 2018, Measure K revenues have totaled about \$74.8 million, of which \$39.4 million is allocated for base programs. For capital projects, however, the original funding amount has been allocated pursuant to the Council's "advanced funding" direction.

1. **Base Programs:** The report shows the City has spent Measure K money for the purposes contained in Resolution 2-58. However, it also shows: (1) the water rate reduction, fire and police, afterschool/childcare allocation is approximately 18.5 percent above the estimated funding range over the life of Measure K; (2) the allocation for road maintenance is approximately 11.3 percent below the estimated funding range; and (3) an allocation of \$3.2 million for streetcar/light rail maintenance with no actual cash outflow to date; however, the funds are set-aside for the future obligations. The table below depicts the 2017/18 Measure K base spending allocation based on projected revenues of \$3.3 million.

Base Allocation- Annual Allocation

	Measure J		Percentage of	Dollars
	Reso 02-58	FY 2017/8 Projected	Total	Over (Under)
	<u>Max</u>	Base Expenditures	Base	Reso 02-58
	Percentage		Revenues	<u>Max</u>
			<u>\$3,329,000</u>	
Water Rate Reduction	30%	\$806,058	24%	-192,642
Road Maintenance	30%	369,652	11%	-629,048
Library and First 5 Yolo	15%	250,000	8%	-249,350
Police and Fire	15%	1,020,695	31%	521,345
Light Rail/Streetcar	10%	225,000	7%	-107,900
Parks & Recreation	10%	221,631	7%	-111,269
Other	0%	<u>5,284</u>	0%	<u>5,284</u>
	<u>110%</u>	<u>\$2,898,320</u>	<u>87%</u>	<u>-763,580</u>

2. Capital Projects. The original estimated funding for capital projects for the entire 10-year period, totaling \$21,500,000, has been allocated. Total Measure K Funds, including grants and contributions from other financing sources for the 10-year period totaled \$ 32.4 million. Beginning April 1, 2013, the City has been receiving the Measure V portion of the 1/4 cent sales tax override for the operations of a streetcar system and flood protection improvements.

Measure V Fund Analysis

Projected revenues of \$3.3 million will slightly exceed the budget. Projected expenditures for fiscal year 2017/18 are \$167,341 primarily for the staff support costs related to the Streetcar project. The City made an allocation of \$4.5 million to the West Sacramento Area Flood Control Agency towards the construction of the Southport Levee Early Implementation project in Fiscal Year 2015/16. The projected fund balance at the end of FY 2017/18 is \$7.3 million. The revenues in Fund 109 have been committed to the first phase of the streetcar project (\$5.45 million), construction of the streetcar project (\$27.5 million), and flood improvements (\$5.5 million).

Measure V Scorecard. (Copy attached as part of Measure K Scorecard) The Council has approved an appropriation of \$3.0 million of the sales tax proceeds toward the design of the streetcar system. As of March 31, 2018, the total projected expenditures for the streetcar project are \$790,000 and \$7.3 million for Flood Projects (\$2.9 million to Village Parkway North and \$4.5 million to Southport Levee Project).

Measure K and Measure V Report. The attached Measure K and Measure V Report, showing budget, revenue and disbursements, will be published in the *News Ledger* the last week of June.

Environmental Consideration

Not applicable

Commission Recommendation

Not applicable

Strategic Plan Integration

Arguments in favor of Measure K stated the extra tax proceeds would foster a safer community and a higher quality of life by funding for repair and maintenance of City streets, library services, after-school programs, childcare and senior facilities, expanded police and fire protection, and reductions in utility bills and property tax assessments. The conceptual plan to implement Resolution 2-58 is consistent with this argument. As stated in Measure V, the revenues provide funding for the flood improvements and the design and construction of a streetcar system.

Alternatives

Not applicable

Coordination and Review

This report was developed by the Finance Division in coordination with all the departments receiving the Measure K and V funds.

Budget/Cost Impact

Not applicable

ATTACHMENTS

1. Measure K and Measure V Scorecard
2. Measure K and Measure V Report

Measure K Scorecard
Through 3/31/2018

	Resolution 02-58 Estimated Funding Range (10% Reduction)				Cumulative Annual Funding Range (10% Reduction)				Actual Appropriations		Other Revenue		Actual Expense	
	\$2,500,000	Percent			\$37,500,000 (Base)	Percent			Dollars	Percent	Dollars	Percent	Dollars	Percent
Base Allocation-Annual Allocation														
Water/Refuse Rate Reduction	\$ 562,500 - \$ 675,000	-	-		\$ 8,437,500 - \$ 10,125,000									
Water									12,146,604				11,815,575	
Refuse									305,800				305,800	
Total Water/Refuse Rate Reduction	562,500	675,000	31%	27%	8,437,500	10,125,000	31%	27%	12,452,404	30%	-		12,121,375	30.7%
Road maintenance	562,500 -	675,000			8,437,500 -	10,125,000								
Street Sweeping									1,936,618				1,713,062	
Road Maintenance									4,817,047				4,490,248	
Total Road Maintenance	562,500 -	675,000	31%	27%	8,437,500 -	10,125,000	31%	27%	6,753,666	17%	-		6,203,311	15.7%
Library	225,000 -	337,500	13%	14%	3,375,000 -	5,062,500	13%	14%	2,925,296	7%	-		2,779,938	7.0%
Fire and Police	225,000 -	337,500			3,375,000 -	5,062,500								
Police									6,179,086				6,138,442	
Fire									3,899,449				3,925,886	
Total Fire and Police	225,000 -	337,500	13%	14%	3,375,000 -	5,062,500	13%	14%	10,078,535	25%			10,064,328	25.5%
Light Rail/Street Car ^[1]	112,500 -	225,000	6%	9%	1,687,500 -	3,375,000	6%	9%	3,163,500	8%			3,163,500	8.0%
Afterschool/Childcare	112,500 -	225,000			1,687,500 -	3,375,000								
Parks & Recreation									3,619,189				3,351,280	
First 5 Yolo									1,345,811				1,285,811	
Total Afterschool/Childcare	112,500 -	225,000	6%	9%	1,687,500 -	3,375,000	6%	9%	4,965,000	12%			4,637,091	11.8%
Other	-	25,000	1%		-	375,000	0%	1%	579,877	1%			462,822	1.2%
Total Base	\$ 1,800,000 - \$ 2,500,000	100%	100%		\$ 27,000,000 - \$ 37,500,000	100%	100%		\$ 40,918,277	100%	\$ -	\$ -	\$ 39,432,364	100%

[1] Funds have not been spent; however, committed for the streetcar operations and maintenance pursuant to Resolution 02-58.

**Measure K Scorecard
Through 3/31/2018**

	Resolution 02-58 Estimated Funding Range	Cumulative Annual Funding Range	Actual	Other	Actual
Measure K Capital Allocation -10 Year Allocation					
Annual Road Repair	\$ 10,000,000	\$ 10,000,000			
Traffic Upgrades			153,000		171,723
Road Rehabilitation			19,672,740	3,170,843	21,940,039
Pavement Management			150,000		150,000
Total Annual Road Repair	<u>10,000,000</u>	<u>- 10,000,000</u>	<u>19,975,740</u>	<u>3,170,843</u>	<u>22,261,762</u>
Bicycle and Pedestrian Improvements	3,350,000	3,350,000			
Sidewalk Repair			744,893	2,425,000	3,165,710
Bike Lane			330,125	1,262	334,616
Tower Bridge Match			400,000		400,000
Total Bicycle and Pedestrian Improvements.	<u>3,350,000</u>	<u>- 3,350,000</u>	<u>1,475,018</u>	<u>2,426,262</u>	<u>3,900,326</u>
RiverWalk Park	1,700,000	1,700,000		1,460,137	1,457,678
Afterschool/Childcare Facilities	1,400,000	1,400,000			
Childcare Portable			160,115		160,116
Total Afterschool/Childcare Facilities	<u>1,400,000</u>	<u>- 1,400,000</u>	<u>160,115</u>	<u>-</u>	<u>160,116</u>
Police and Fire Facilities	1,400,000	1,400,000			
Police			168,950		156,443
Fire			552,982	180	507,828
Total Police and Fire Facilities	<u>1,400,000</u>	<u>- 1,400,000</u>	<u>721,932</u>	<u>180</u>	<u>664,271</u>
Barge Canal	900,000	900,000			
Ship Channel Trails			18,876		18,876
Regional Park-Barge Canal			219,860	489,157	565,335
Homeland Security Grant			13,600		13,600
Total Barge Canal	<u>900,000</u>	<u>- 900,000</u>	<u>252,336</u>	<u>489,157</u>	<u>597,811</u>
Park Improvements	800,000	800,000			
Parking Lots			89,975	190,054	246,269
Access 3rd and B Boat Ramp			23,750		2,332
Bryte Fitness Course			13,982		13,982
Bryte Park Restrooms			81,610	218,390	218,494
High School Pool Cover			17,018		7,018
Park Improvements			25,000		22,915
E Street Dock and Fishing			26	26	52
Playground Replacement			120,000		109,264
Multiskate Park			100,000		100,000
Total Park Improvements	<u>\$ 800,000</u>	<u>\$ - \$ 800,000</u>	<u>\$ 471,361</u>	<u>\$ 408,470</u>	<u>\$ 720,326</u>

	Resolution 02-58 Estimated Funding Range	Cumulative Annual Funding Range	Actual	Other	Actual
Transportation Facilities	\$ 750,000	\$ 750,000			
Multimodal Center			490,000		490,000
Total Transportation Facilities	750,000	- 750,000	490,000	-	490,000
Community Center	500,000	500,000	533,375	641,921	1,092,438
Neighborhood Traffic Safety	300,000	300,000			
Safe Routes to Schools			211,378	479,386	584,439
Total Neighborhood Traffic Safety	300,000	- 300,000	211,378	479,386	584,439
Historic District Improvements	400,000	400,000			
Washington Firehouse			413,500		413,500
Total Historic District Improvements	400,000	- 400,000	413,500	-	413,500
Total Measure K Funded Capital	\$ 21,500,000	\$ 21,500,000	\$ 24,704,755	\$ 9,076,356	\$ 32,342,667

Measure V Scorecard (Capital Allocation -20 Year Allocation)
Effective April 1, 213

Street Car						
Transportation Manager			250,000	-	250,000	3%
Street Car Design Phase II			5,450,000	-	540,690	7%
Street Car Construction			25,050,000		-	0%
Total Street Car	-	-	30,750,000	-	790,690	10%
Flood Projects						
Village Parkway North- McGowan Bridge to Stonegate			2,864,291	-	2,864,291	35%
Southport EIP Levee Project			4,500,000	-	4,500,000	55%
Total Flood Projects	-	-	7,364,291	-	7,364,291	90%
Other						
			30,346		30,554	0%
Total Measure V Funded Capital	\$ -	\$ -	\$ 38,144,637	\$ -	\$ 8,185,535	100%

MEASURE K AND V REPORT

Measures J & K

In November 2002, West Sacramento voters approved two measures that established a sales tax increase of $\frac{1}{2}\%$ (or $\frac{1}{2}$ cent on every taxable sales dollar) that was intended to supplement the city's general fund for general government purposes. Measure J was an advisory measure that described the City Council's conceptual plan on how the money should be spent, and Measure K was the measure that actually implemented the sales tax increase. The initial amount generated from the $\frac{1}{2}\%$ increase was estimated to be \$5 million annually.

What Measure J Asked

If Measure K is approved, should the proceeds fund the repair and maintenance of city streets, new parks and community facilities, library services, after-school programs, childcare and senior facilities, expanded police and fire protection, and reductions in utility bills and property tax assessments?

How Measure K Works

Measure K specified that the $\frac{1}{2}\%$ increase would consist of $\frac{1}{4}\%$ that would cease after 10 years and $\frac{1}{4}\%$ that would continue indefinitely. The funds generated by the increase have been divided into two categories:

1. A base allocation- the base allocation is funded with the ongoing $\frac{1}{4}\%$ and is to be used for ongoing programs and activities
2. A capital allocation- the capital allocation is funded with the $\frac{1}{4}\%$ that will cease after 10 years. The capital allocation is to be used for specific projects. In the case of capital allocation, the City was able to borrow money upfront based on the projected annual cash flow. This has enabled a larger amount of funding to be available at the beginning of the 10-year period. Doing this allowed the City to have the necessary cash on hand for developer commitments and federal and state grants. Toward this end, we have been successful in attracting approximately \$10.9 million in other funds, or nearly 20.2% of the total Measure K funds of \$53.9 million.

Measures U & V

On November 4, 2008, West Sacramento voters approved two measures; Measure U and Measure V. Measure U approved the continuation of a $\frac{1}{4}$ cent portion of an existing $\frac{1}{2}$ cent sales tax for an additional 20 years. Measure V approved the use of $\frac{1}{4}$ cent of sales tax proceeds to fund the operations of a streetcar system and fund flood protection improvements.

Measures E

On November 8, 2016, West Sacramento voters approved Measure E to fund city services and initiatives such as repairing roads, building and maintaining bicycle/pedestrian trails, reducing homelessness and its community impacts, improving education and career opportunities for youths, and enhancing internet access and the use of smart technologies. Measure E commenced on April 1, 2017 and it is estimated to generate approximately \$3.3 million per year in Fiscal Years 2017/18 and 2018/19.

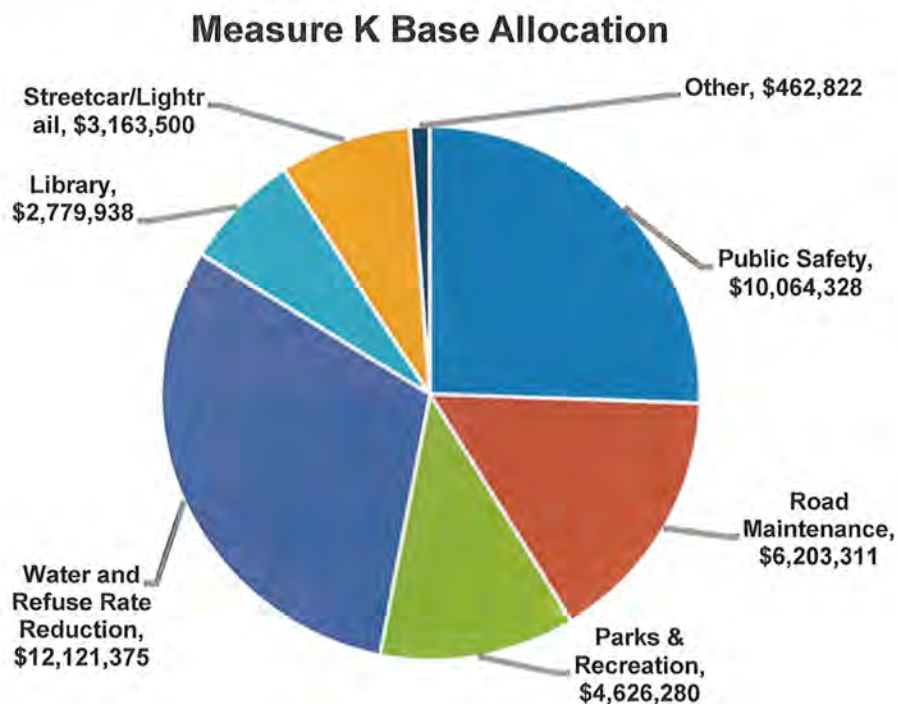
Overview

In the information presented below, *Allocation* refers to the distribution of Measure K funds in accordance with Measure J, along with revenues from other sources, while *Actual* refers to actual disbursement of those funds.

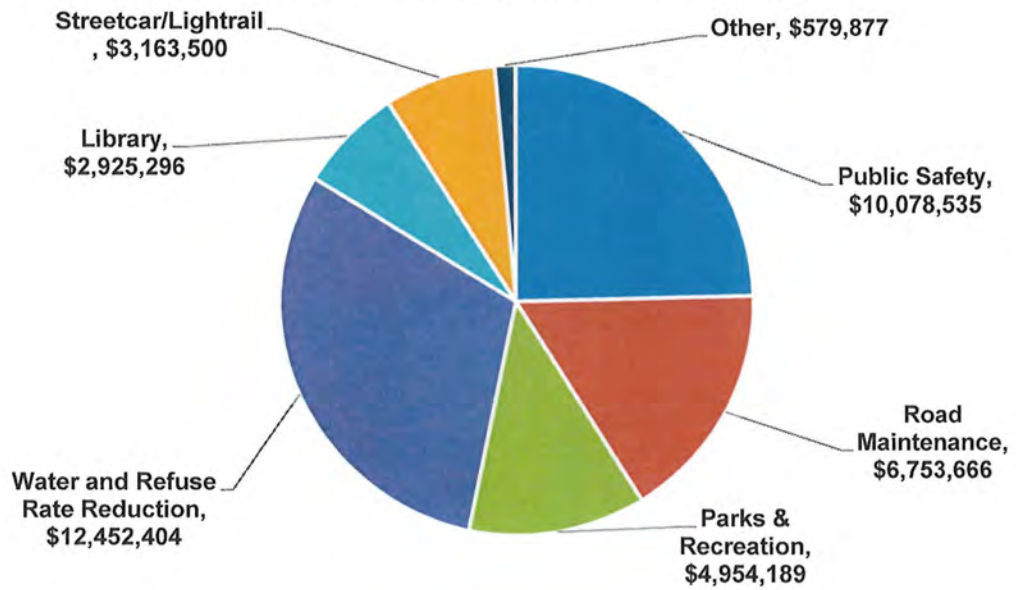
Measure K Fund Plan

Measure K spending plan is developed based on the advisory Measure J. Each year, a report on Measure K spending is presented to the citizens and the City Council. As the graph for Allocations below shows, the money is distributed as follows:

- **Public Safety** receives 25.53% of the revenue for programs, including additional police and fire personnel, new equipment and facility repairs.
- **Road Maintenance**, receives 15.74% of the revenue, including street sweeping and minor street maintenance.
- **Parks and Recreation**, with 11.74% of the revenue, offers expanded after-school and childcare programs, and provides for certain facilities at various community sites, including restrooms, playgrounds and irrigation improvements in parks, skate park, and fishing dock improvements.
- **Water and Refuse Rate Reduction**, with 30.75% of the revenue, provides funding for a utility bill reduction plan which reduces monthly water and refuse charges.
- The **Library**, with 7.05% of the revenue, provides funding to open the library for four hours every Sunday with full programming.
- **The Streetcar/Lightrail** has been designated to receive 8.02% of the funding for the operations of the system.
- The **Other** category, which is the remaining 1.17% of the revenue, provides funding for the audit services of the district sales tax revenues.



Measure K Base Actual Expenditures



**REVENUE AND DISBURSEMENTS THROUGH
THE PERIOD ENDING MARCH 31, 2018**

2018 Total Allocation		Actual Expense
Measure K	Other Revenues	

REVENUES

Measure K and V sales tax and other revenues: \$92,330,845

MEASURE K EXPENDITURES

PUBLIC SAFETY

Base

Investigations - Personnel costs, safety equipment, vehicles, and equipment	\$ 6,179,086	\$ -	\$ 6,138,442
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Allocation - Expands Police and Code Enforcement resources dedicated to the West Capitol Avenue corridor. Funds will be spent on specialized training, supplies and equipment.

Actual Expense - Measure K moneys allotted to the Police Department were initially used to fund two police officer positions, a Code Enforcement officer and a vehicle. These positions became the West Capitol Avenue Impact Team. The team worked under a community policing philosophy, using partnerships with public and private entities to solve identified community issues and priorities.

In January 2007, the police officer positions previously allocated to the West Capitol Avenue Impact Team were incorporated into the newly formed Community Response Team (CRT). The Community Response Team is comprised of one police sergeant and four police officers. The formation of the Community Response Team allows the ability to employ some of the same concepts used by the West Capitol Avenue Impact Team in the City of West Sacramento as a whole. The CRT works closely with Code Enforcement to address both the short-term and long-term issues.

Allocation		Actual Expense
Measure K	Other Revenues	

The CRT mission will be achieved through a cooperative effort with the community and other law and non-law enforcement agencies. Some of the objectives include the West Capitol Avenue Corridor, crime suppression, gang suppression, prostitution abatement, street level narcotics (hand to hand/neighborhood issues), illegal camping, Problem Oriented Policing (POP) projects, issues which require resources beyond the capabilities of a normal department response, and community wellness issues.

Some of the significant activities conducted along the West Capitol Corridor by the Community Response Team during the past fiscal year involved the dismantling of several street level narcotic sales operations with the Yolo Narcotic Enforcement Team, addressing community wellness and crime issues at a mobile home park and conducting outreach activities by delivering Neighborhood Needs Assessment Surveys to the businesses along West Capitol Avenue. Several of the surveys were returned identifying issues being faced by businesses. Overall, there has been a decrease in criminal activity on West Capitol Avenue, particularly at the motels, based on calls for service (or lack thereof). This is a result of the continued monitoring of activity and issues and a coordinated Patrol, CRT and Code Enforcement response when issues are identified.

In January 2012, the CRT became the Problem Oriented Policing Team, comprised of three officers, and the fourth officer is now the criminal intelligence officer (gang). The sergeant was moved to oversee the Compliance Team which has oversight responsibilities for Post Release Community Supervision (PRCS) under the AB 109 realignment. The POP Team has the same mission as CRT.

Professional services, Emergency services, Personnel costs, safety clothing and Training

\$ 3,899,449	\$ -	\$ 3,925,886
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Allocation - Enhances fire operations by staffing a truck with a firefighter for two of three shifts.

Actual Expense - Salaries, benefits, safety clothing, and training for two firefighters that have been assigned to the truck on two of the three shifts. However, with current budget allocations, the truck is now fully staffed and is stationed at Station 45 and runs as a company and responds to medical aid calls, structure fires, vehicle accidents, goes on business inspections, etc.

	Allocation		Actual Expense
	Measure K	Other Revenues	
Capital			
Data Communication & Telephone Equipment, and Structures & Improvements	\$ 168,950	\$ -	\$ 156,443
<i>Allocation</i> - Upgrades data communication and telephone equipment in police station for compatibility with City Hall.			
<i>Actual Expense</i> - Project completed as described.			
Structures & Improvements, Equipment - Other	\$ 552,982	\$ 180	\$ 507,828
<i>Allocation</i> - Funding for rehabilitation of five fire stations, including reroofing, fixing garage doors and exhaust venting, and painting. Funding for station maintenance of all five fire stations.			
<i>Actual Expense</i> - Paid for part of construction costs of Station 41 (15th Street); roof and partial front ramp replacement at Station 43 (Harbor Blvd.); furniture, awnings, new fence and storage shed for Station 42 (Davis Road). Paid for repairs to apparatus room doors and repainting of Stations 41, 42 and 45. Replace bathroom floors at Station 44.			

TRANSPORTATION

Base

Street Sweeping Maintenance	\$ 1,936,618	\$ -	\$ 1,713,062
<i>Allocation</i> - Funding for a used, broom-type sweeper to increase sweeping during leaf season and along bike lanes.			
<i>Actual Expense</i> - Purchased broom sweeper and second Tymco sweeper. Hired new sweeper operator. Implemented twice monthly residential street sweeping, doubling the previous frequency. Annually, approximately 8,200 miles of streets are swept citywide.			

	Allocation		Actual Expense
	Measure K	Other Revenues	
Street Maintenance	\$ 4,817,047	\$ -	\$ 4,490,248

Allocation - Funding for (i) minor pothole and surface crack repairs; (ii) small slurry sealing projects; (iii) signal maintenance; (iv) sidewalk repairs; and (v) additional staffing.

Actual Expense - Two Senior Maintenance Workers and one Chief Maintenance Worker are being funded by annual Measure K revenues. Also funded are minor pothole and surface crack repairs and small slurry seal projects. Additionally, approximately 200 tons of asphalt were used for road repairs since inception of the program.

Capital

Traffic Upgrades	\$ 153,000	\$ -	\$ 171,723
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Allocation - Funding for traffic safety improvements in neighborhood streets, and for upgrade of traffic signals. Includes crosswalks, signing, curb cuts, sidewalks and traffic-calming devices.

Actual Expense - The funds allocated here were combined with Safe Routes to School allocation below. The sidewalk on Stone Boulevard was completed to Jefferson Boulevard.

Sidewalk Repair	\$ 744,893	\$ 2,425,000	\$ 3,165,710
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Allocation - Funding for sidewalk repairs and maintenance in neighborhood streets and in the business district.

Actual Expense - Completed 94,600 square feet of residential sidewalk/driveway work, including 354 handicap ramps.

	Allocation		Actual Expense
	Measure K	Other Revenues	
Street Rehabilitation	\$ 19,672,740	\$ 3,170,843	\$ 21,940,039

Allocation - After nine construction seasons of the Road Rehabilitation Program under Measure 'K', the city has completed a total of 14 rehabilitation projects. The rehabilitation projects have consisted mostly of slurry seals, asphalt rubber cape seals, some overlays, and a few minor reconstruction areas. The neighborhoods addressed by the program include: Bryte, Meadowdale, north State Streets, Elkhorn/Broderick, Westmore Oaks, Westfield and older areas of Southport; and major arterial segments the city completed include the Industrial - Harbor Boulevard intersection and Sacramento Avenue. Included in these rehabilitation projects are: the replacement and updating of new pavement striping and legends; replacement of defective curb, gutter, and sidewalk; as well as the placement of curb ramp in compliance with the American with Disability Act.

Actual Expense - Completed over 91.9 miles of roadway rehabilitation, installation of over 8.6 miles of new curb and gutter, 454 new ADA accessible curb ramps, and over 131,785 square feet of new sidewalk.

Parking Lots	\$ 89,975	\$ 190,054	\$ 246,269
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Allocation - Funding to expand and improve parking facilities at Sam Combs Park.

Actual Expense - Replace parking facilities and add ADA-accessible pathway at Sam Combs Park.

Safe Routes to School	\$ 211,378	\$ 479,386	\$ 584,439
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Allocation - Local matching funds for a 90% federal grant for improvements to make the pathways to school safer from traffic. Improvements include: sidewalks, crosscuts, signing, striping, Americans with Disabilities Act compliant curb cuts, and repair of trip hazards in streets.

Actual Expense - Work was performed in the Bryte neighborhood for Holy Cross and Alyce Norman Schools. Also included parking lot at Westfield School.

	Allocation		Actual Expense
	Measure K	Other Revenues	
Access 3rd & B - Boat Ramp	\$ 23,750	\$ -	\$ 2,332
<i>Allocation</i> - Funding to improve the boat ramp access road at 3rd and B Streets.			
Riverfront Improvements	\$ -	\$ 1,460,137	\$ 1,457,678
<i>Allocation</i> - Funding to improve Riverfront Park pathways from I Street to boat ramp and from Pioneer Bridge to Stone Boulevard, and to extend the River Walk Promenade from Tower Bridge to Pioneer Bridge.			
<i>Actual Expense</i> - Expenses to date include design, levee geotechnical and hydraulic analysis, CEQA documents, regulatory coordination and permitting, construction documents and bidding, construction and construction administration of the nearly completed Promenade Trail south of Tower Bridge (initial phase of improvements). Remaining costs include completion of electrical power connections and wiring, and mitigation for loss of riparian trees.			
Bike Lane	\$ 330,125	\$ 1,262	\$ 334,616
<i>Allocation</i> - Funding for a citywide bike lane plan and striping along Sacramento Avenue, between Jefferson Boulevard and 5 th Street.			
<i>Actual Expense</i> - Sacramento Avenue bike lane project completed in 2005. Work on the Bicyclist, Pedestrian and Trails Master Plan was suspended in 2008, but will be continued in 2011-12			
Ship Channel Trails	\$ 18,876	\$ -	\$ 18,876
<i>Allocation</i> - Funds to build a trail along ship channel.			
<i>Actual Expense</i> - Access control gates and fencing have been installed at Marshall Road and the Southport Industrial Park Detention Basin. Milepost signs have been installed along the Deep Water Ship Channel and South River Road. Information signs have being installed at numerous points of access to the channel and port levees. Subsequent improvements pending analysis of Seaway property development.			

	Allocation		Actual Expense
	Measure K	Other Revenues	
Tower Bridge Match	\$ 400,000	\$ -	\$ 400,000

Allocation - Funding for widening the sidewalks across Tower Bridge.

Actual Expense - This improvement has been completed.

Pavement Management	\$ 150,000	\$ -	\$ 150,000
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Allocation - Funding to rate the streets and prioritize them for maintenance and repair.

Actual Expense - This plan was completed in 2004.

PARKS & RECREATION

Base

After-School Childcare Program	\$ 3,053,973	\$ -	\$ 2,786,064
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Allocation/Actual Expense - Funding to expand various existing community service programs, as follows:

Kid Zone (formerly The After School Adventure - TAA)

KidZone provides after-school programming to children in grades kindergarten-eight (K-8) at Elkhorn, Stonegate, Riverbank, Westfield, and Westmore Oaks elementary schools. Program is held every day that school is in session, and runs from dismissal to 6:00 p.m. Activities include homework assistance as well as enrichment services such as character building, fine arts, organized play, games, arts and crafts, sports activities, and a healthy daily snack. The City has partnered with the Washington Unified School District (WUSD) to increase the amount of school sites and amount of student spaces for after-school care. WUSD has secured ASES (After School Education and Safety) grant funding from the Department of Education that is being used toward this collaboration for West Sacramento youth. The program is free to all youth, and the ASES grant requires a 33% match which Measure K KidZone funds help provide. Each month, 600+ West Sacramento Youth benefit from this Measure K program.

Allocation		Actual Expense
Measure K	Other Revenues	

K.I.D.S. (Kids Involved During Summer)

A summer neighborhood recreation day camp for children ages 5 – 12 years at Bridgeway Island, Riverbank, Southport, and Westfield schools. Program is offered from 10 am - 2 pm, Monday - Friday. For Fiscal Year 2017/18, due to rehabilitation at the school sites, there were four sites that were Bridgeway Island, Bryte School, Southport and Yolo. Activities include arts and crafts, games, music and singing, field trips, sports activities, special events and a healthy daily lunch. Children put on an annual talent show which is broadcast on our local cable public access. Measure K funding provides program materials, arts and craft supplies, sports equipment, food and refreshments for the children, staff labor, staff uniforms, staff training and certifications, program trips and special events, buses, flyers, and parent calendars. Highlights include a bowling trip, K.I.D.S. Carnival, and trips to the Recreation Center Aquatics facility. Over 400 children participate in the K.I.D.S. program while on summer break.

Teen Camp

Teen Camp provides middle-school students a summer of fun, recreational activities at the Club West Teen Center. The program operates Monday – Friday, 9 am – 5 pm during summer vacation. Activities include organized play, games, arts and crafts, sports activities, trips, daily healthy snacks and lunch. Trips and special events include bowling, rowing at the port, swimming, team building exercises, and the annual K.I.D.S. Talent Show. Measure K funding provides program materials, arts and craft supplies, sports equipment, staff labor, staff uniforms, staff training and certifications, program trips and special events, buses, flyers, parent calendars, and participant shirts. Forty-plus Teen Camp participants attend each summer.

Teen Heroes

Summer mentoring program that provides Teens, ages 13 - 15, with hands on job experience while volunteering Monday through Friday at K.I.D.S. Camp, Camp Lakeside, Sports Camp, and Club West Teen Camp. Teens receive training on subjects such as Leadership, Child Development, CPR, First Aid, Behavior Management, Effective Communication, and Interview Skills. Measure K funding provides for part-time staff supervision for Teen Heroes, Teen Hero uniform t-shirts, training supplies, team building, and reward trips such as Leadership Ropes Course Activity.

Afterschool Program at the Recreation Center

Activities for High School Age Teens three days a week after school from 3:30 – 5pm at the West Sacramento Recreation Center. River City High School Students receive free program that includes group workouts, sports, activities, healthy snacks, rock climbing, health and fitness education, mentorship, and much more.

Allocation		Actual Expense
Measure K	Other Revenues	

Allocation		Actual Expense
Measure K	Other Revenues	

Discovery Preschool Program

Discovery Preschool provides educational opportunities for West Sacramento children ages 3 - 5 years through Tiny Tots and Kinder Kids. Discovery strives to provide a balance between learning and playing in a safe, nurturing environment. The program promotes school readiness and education. Numbers, shapes, colors and the alphabet as well as opportunities for emotional, social, physical, cognitive and creative growth are offered to all participants in the program. Field trips, educational fun visitors, and special projects and opportunities are conducted throughout the year. Thirty-plus children prepare for kindergarten each year in the Measure K Discovery Preschool Program. Discovery Preschool doubled the number of children they served yearly in 2012, and was moved under the City Manager's Office, Early Learning Services Division. Measure K funding is no longer provided to this program since 2012.

Universal Preschool Task Force Coordinator

\$	10,811	\$	-	\$	10,811
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Allocation - The Yolo County Children and Families Commission provided \$30,000 to West Sacramento to fund a consultant to prepare a Universal Preschool Plan and Implementation Program for West Sacramento. The City and Washington Unified School District each contributed \$10,000 toward the effort. The plan was completed in 2005 and was used as the core of the City and Commission's application for funding to State First 5 to be a demonstration site. The City was selected as one of the sites. Funding continued to come to Universal Preschool for West Sacramento from 2007 until 2014 in the sum of \$100,000 per year from First 5 Yolo, and varying amounts up to \$1,100,000 from First 5 CA for this program. Currently, First 5 Yolo provides \$50,000 per year, and has a commitment to provide this through FY 2019-20.

First 5 Yolo Children and Family Commission

\$	1,335,000	\$	-	\$	1,275,000
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Allocation - In June 2005, Council entered into an agreement with this Commission to serve as lead agency for Universal Preschool in West Sacramento. The Measure K funding commitment is \$100,000 annually. The first payment made to First 5 Yolo was in 2007. Beginning in 2009, the City brought the operations of this program in house, and hired a director employed by the City. Since that time, \$100,000 has been transferred in annually to help run the Universal Preschool for West Sacramento program, and provide local matching dollars for the First 5 CA grants.

	Allocation		Actual Expense
	Measure K	Other Revenues	
Capital			
Bryte Fitness Course	\$ 13,982	\$ -	\$ 13,982
<i>Allocation</i> - Rebuilding the popular fitness course that was dismantled due to age and deterioration			
<i>Actual Expense</i> - The original fitness course in Bryte Park was removed due to age and disrepair. Due to its popularity, a new course was installed in September 2005.			
Childcare Portable	\$ 160,115	\$ -	\$ 160,116
<i>Allocation</i> - Funding for a childcare portable building.			
<i>Actual Expense</i> - Measure K funding had been designated for a new portable classroom. Early in 2005, it was determined that the classroom at Westacre School had significant structural issues. The original classroom was relocated to the new corporation yard site and a new classroom was constructed at Westacre Park.			
Bryte Park Restrooms	\$ 81,610	\$ 218,390	\$ 218,494
<i>Allocation</i> - Bryte Park is home to West Sacramento Soccer and Washington Little League. Adult softball, River City softball, adult soccer, and Senior League baseball are all played at this facility. The existing restrooms and snack bar are old, outdated and small.			
<i>Actual Expense</i> - Measure K funds were used to help construct new restrooms in both Linden and Summerfield Parks. Replacement of Bryte Park restrooms will be part of reconfiguration and redevelopment of Bryte Park. Feasibility analysis of reconfiguring Bryte Park was completed in 2008. Work in a master plan to reconfigure and redevelop the park began in February 2010 with a community visioning workshop, followed by a community visioning exhibition on April 20, 2010.			

High School Pool Cover

Allocation		Actual Expense
Measure K	Other Revenues	
\$ 17,018	\$ -	\$ 7,018

Allocation - The cover will keep the pool warmer, reduce dirt, reduce debris thrown in the pool, save the District in utility bills, benefit the West Sacramento Dolphins Swim Team, and keep the water healthy for the Parks and Recreation Division Summer Swim programs.

Actual Expense - There were no additional expenditures in 2008. The District determined that the pool reached the end of its functional lifespan and closed the facility in 2009. The City and the District have opened the replacement pool facilities at the new Recreation Center at the new River City High School.

	Allocation		Actual Expense
	Measure K	Other Revenues	
Park Improvements	\$ 25,000	\$ -	\$ 22,915
<i>Allocation -</i>			
<ul style="list-style-type: none"> • Add safer swings to Memorial and Bryte Parks • Install irrigation pump to Memorial Park • Install jogging path at Summerfield Park 			
<i>Actual Expense -</i>			
<ul style="list-style-type: none"> • Memorial Park irrigation pump and safer swings • Summerfield Park jogging path completed in 2008 • Bryte Park safer swings 			
E Street Dock & Fishing	\$ 26	\$ 26	\$ 52
<i>Allocation -</i> Funding for docking and fishing facilities on the Sacramento River at I Street.			
<i>Actual Expense -</i> Project suspended in 2009 and may continue in future depending on available funding.			
Playground Replacement	\$ 120,000	\$ -	\$ 109,264
<i>Allocation -</i> Playgrounds at Sam Combs Park, Memorial Park and Westacre Playfield to be replaced because structures are old, deteriorated, unsafe, or were removed due to vandalism.			
<i>Actual Expense -</i> The playgrounds at Memorial Park, Sam Combs Park and Westacre Park have all been replaced using Measure K funds. The most recent in Westacre was replaced in 2005.			
Regional Park - Barge Canal	\$ 219,860	\$ 489,157	\$ 565,335
<i>Allocation -</i> Consultation and planning fees for central park on south side of barge canal.			
<i>Actual Expense -</i> Construction of recreational access on south side of barge canal is completed.			

	Allocation		Actual Expense
	Measure K	Other Revenues	
Multi-Skate Park	\$ 100,000	\$ -	\$ 100,000
<i>Allocation</i> - Builds the skateboard park and resurfaces the basketball courts at Westacre Playfield. Measure K funds used to match a State Parks grant and volunteer labor.			
<i>Actual Expense</i> - Park impact funds were used to build a shade structure at the Measure K-funded Westacre Park skate facility.			
Bryte Park Improvements			
<i>Allocation</i> - Construction of a community gathering area, parking lot, and sport court located in the south east corner of the park along Carrie Street.			
<i>Actual Expense</i> - A combination of funding sources were used towards the improvement of Bryte Park Phase II. Measure K allocation were used to fully fund the total construction of \$1.2 million.			
	\$ 565,216	\$ -	\$ 565,216
OTHER			
Allocation			
<u>Base</u>			
Refuse Service Charge Reduction	\$ 305,800	\$ -	\$ 305,800
<i>Allocation</i> - Funding for a utility bill reduction plan which reduces monthly refuse charges.			
<i>Actual Expense</i> - This program had been in effect since May 2003 and ended in June 2009.			
Water Service Charge Reduction	\$ 12,146,604	\$ -	\$ 11,815,575
<i>Allocation</i> - Funding for a utility bill reduction plan which reduces monthly residential water charges by \$3.00 and an equivalent percentage reduction in metered water charges.			
<i>Actual Expense</i> - This program has been in effect since May 2003.			
Homeland Security Grant	\$ 13,600	\$ -	\$ 13,600

Allocation - Local matching funds for an 80% federal grant for purchase of eight 800 MHz portable radios.

Actual Expense - Funds spent as described.

Base

Light Rail/Street Car Operations

	Allocation		Actual Expense
	Measure K	Other Revenues	
Light Rail/Street Car Operations	\$ 3,163,500	\$ -	\$ 3,163,500

Allocation - Annual allocation of \$225,000 from the Measure K Base towards the operation of the light rail/streetcar operations.

Actual Expense - Funds have not been spent; however, committed for the streetcar operations and maintenance pursuant to Resolution 02-58

	Allocation		Actual Expense
	Measure K	Other Revenues	
Non Departmental Professional Service	\$ 579,877	\$ -	\$ 462,822

Actual Expense - Fees paid by the City to a professional service firm to audit the Measure K sales tax revenues.

Arthur F. Turner Community Library

Allocation

The City purchased property located at 1271 West Capitol Avenue for development of a new county library. The library is part of a master planning effort with the County of Yolo, Los Rios Community College District and the City for the combined properties owned by the parties. The accumulated parcels border West Capitol and Merkley Avenues. The Arthur F. Turner Community Library is now open in their new location at 1212 Merkley Avenue.

\$ 33,375	\$ 641,921	\$ 592,438
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On June 30, 2009, the City entered into a Memorandum of Understanding ("MOU") with County of Yolo to provide financial support to the library and in turn the library will open four hours on Sundays and agrees to maintain the line item for books, programming and other services in the library's operating budget.

\$ 2,925,296	\$ -	\$ 2,779,938
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Actual Expense - Funds spent as described.

Capital

Community Center

\$ 500,000	\$ -	\$ 500,000
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Allocation – The City has completed the new Community Center with a dedicated senior lounge and consultation room. Originally, an independent Senior Center was programmed; however, demographics and the changing active senior lifestyle make the integrated Community Center an up-to-date option for the community. The Community Center is part of the Civic Center Master Plan in partnership with the Los Rios Community College and the Yolo County Library.

Actual Expense - All the allocated funds have been transferred to a project fund to provide financing of predevelopment costs.

	Allocation		Actual Expense
	Measure K	Other Revenues	
Washington Firehouse	\$ 413,500	\$ -	\$ 413,500

Allocation - Funding for planning and predevelopment costs incurred for renovation and lease of the historic old firehouse on 3rd and C Streets.

Actual Expense - Funds spent as described.

Multimodal Center	\$ 490,000	\$ -	\$ 490,000
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Allocation - New bus/rail transfer station on West Capitol Avenue.

Actual Expense - All the allocated funds have been transferred to a project fund to provide financing of design and construction costs. The facility is complete and in operation.

TOTAL MEASURE K ALLOCATION AND ACTUAL EXPENDITURES	\$ 65,623,032	\$ 9,076,356	\$ 71,775,031
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MEASURE V EXPENDITURES

Streetcar Project	\$ 30,750,000	\$ -	\$ 790,690
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Allocation – On November 20, 2013, the West Sacramento City Council authorized an initial expenditure of up to three million (\$3,000,000) dollars from Measure V (Fund 109-9211) funds for the City’s initial project development contribution. An application to the Federal Transit Administration (FTA) was approved for FY-17 and \$50 million was allocated in the President’s budget, representing half of the Federal commitment to the \$200M project. A signed grant agreement is expected from the FTA before the end of the year assuming remaining local funding is secured and the required “medium” project rating is obtained from the FTA.

Allocation		Actual Expense
Measure K	Other Revenues	

Engineering plans for the Streetcar project were completed to the 50% level in May. It is expected engineering will be completed to the 85% design level by the end of July for submittal to FTA. A resolution of funding commitment will be brought to the City Council on May 24th confirming the City's \$35M funding commitment toward the \$200M total project as required by the FTA. In addition, a contract for an additional \$2.45M for continued project development will be brought before the City Council June 14th, and to Sacramento City Council the previous day; June 13th. Other funding commitments include Proposition 1A funding commitments from the RT Board, the CTC, and the City of Sacramento property owner O&M vote all concluding in June. It is expected that the project schedule will be revised following project funding and approval process with the FTA. Currently, construction is scheduled to commence in 2019, and operation is scheduled to start in 2021.

Actual Expense – The current expenditures to date includes the costs associated with the planning and design of the Streetcar system.

	Allocation		Actual Expense
	Measure K	Other Revenues	
Southport Levee Implementation Project	\$ 4,500,000	\$ -	\$ 4,500,000

The City allocated \$4.5 million in the current fiscal year to the West Sacramento Area Flood Control Agency for the above named project. The project will make improvements to the Sacramento River West Levee and bring this levee segment adjacent to the Southport community up to the state-required 200-year level of flood protection.

Village Parkway North Extension - McGowan Bridge to Stonegate	\$ 2,864,291	\$ -	\$ 2,864,291
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The Flood Program will be eliminating the section of South River Road south of the Barge Canal that provides direct residential and emergency vehicle access to the areas along the river, east of Jefferson Boulevard. The elimination of this portion of South River Road will also remove direct access to the new Village Parkway south currently being constructing as mitigation for the severance of existing access to properties along the river and the new setback levee. The Village Parkway Extension North will restore the residential and emergency vehicle access to the areas east of Jefferson Boulevard as well as connect into the new Village Parkway south to recreate the access being eliminated by the Levee Project. The Village Parkway will also provide a much needed evacuation route from the Southport area in the event of a levee failure.

Non Departmental Professional Service	\$ 30,346	\$ -	\$ 30,554
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Actual Expense - Fees paid by the City to a professional service firm to audit the Measure V sales tax revenues.

TOTAL MEASURE V ALLOCATION AND ACTUAL EXPENDITURES	\$ 38,144,637	\$ -	\$ 8,185,535
GRAND TOTAL OF MEASURE K AND V	\$ 103,767,669	\$ 9,076,356	\$ 79,960,566

MEETING DATE: June 27, 2018

ITEM # 15

SUBJECT:

**PUBLIC HEARING AND FIRST READING OF ORDINANCE 18-11 APPROVING
THE FIRST AMENDMENT TO THE RIVER WELLNESS DEVELOPMENT AGREEMENT**

INITIATED OR REQUESTED BY:
 Commission Staff

 Other
REPORT COORDINATED OR PREPARED BY:

David W. Tilley, Principal Planner



Charline Hamilton, Director
Community Development Department

ATTACHMENT Yes No

 Information

 Direction

 Action
OBJECTIVE

This item seeks a public hearing and first reading of Ordinance 18-11, which would approve amendments to the existing River Wellness Development Agreement (DA) that are primarily administrative in nature.

RECOMMENDED ACTION

Staff respectfully recommends that City Council:

1. Conduct the public hearing;
2. Find that the project is exempt from further environmental review pursuant to a Class 1 (Existing Facilities) Categorical Exemption under the California Environmental Quality Act (CEQA) and find that the Exemption reflects the independent judgment of the City as lead agency under CEQA;
3. Waive the first reading and read by title and number only, Ordinance 18-11 approving the first amendment to the River Wellness Development Agreement;
4. Direct staff to file the CEQA Notice of Exemption; and,
5. Inform the public that second reading and adoption of Ordinance 18-11 is scheduled for July 18, 2018.

BACKGROUND

In December 2015, the City received an application from River Collective DBA River Wellness for a Development Agreement (DA) and Conditional Use Permit (CUP) for wholesale medical cannabis distribution at 3121 Evergreen Avenue (see Attachment 1, Vicinity Map). This was the first commercial cannabis business proposed in West Sacramento and was also prior to the passage of Proposition 64 in November 2016, which legalized cannabis for personal use (non-medical). Final action on the River Wellness project was taken by the City Council in April 2016. River Wellness subsequently became operational circa February 2017 and has been in continuous operation since with no problems reported to the City. Revenue payments pursuant to the DA have been submitted on time (quarterly).

Since the passage of Proposition 64, the City has made numerous Municipal Code changes related to Prop 64 and subsequent state legislation to accommodate wholesale cannabis businesses. This includes no longer differentiating between medical cannabis and adult-use cannabis, which River Wellness distributes also pursuant to state licensing in the Prop 64 area. The Planning Commission and City Council have approved several wholesale cannabis uses to date, although River Wellness is the only one in operation currently. Staff anticipates that at least a few of the other projects will be operational before the end of 2018.

Recently, River Wellness asked the City for clarification of the revenue payment provisions in the DA in light of their plan to open a second facility in Southern California. River Wellness was concerned that they could be double hit on the same product in the jurisdiction where their new facility would be if that jurisdiction had a similar revenue contribution, tax, etc. The City looked into how the DA was written given that it was done before Prop 64 passed and a business having another facility was not contemplated. It was ultimately decided that some clarification would be prudent, necessitating proposed amendments to the existing DA. Additional housekeeping amendments have also been proposed by the City Manager's Office and Administrative Services Department. No changes to the project operations, location, or focus are proposed.

Cannabis Regulation History

On November 8, 2016, California voters approved Proposition 64, known as the Control, Regulate, and Tax Adult Use of Marijuana Act (AUMA). AUMA legalized non-medical cannabis use, possession and cultivation by persons 21 years of age or older. With the majority vote passage, the provisions related to personal use, possession, and cultivation of nonmedical cannabis went into effect on November 9, 2016. Commercial nonmedical cannabis activities also became legal on November 9, 2016, although commercial activities require state licenses.

On June 27, 2017, CA Senate Bill 94 was signed into law, repealing the Medical Cannabis Regulation and Safety Act (MCRSA) and amending AUMA. The new law is now called Medicinal and Adult-Use Cannabis Regulation and Safety Act (MAUCRSA). The legislation includes provisions related to structure, local permitting process, administrative flexibility, roles and responsibilities of various state agencies, and various other policy choices.

As of January 1, 2018, the State of California began issuing these licenses to businesses.

ANALYSIS

Development Agreement

A DA is required for each cannabis business. River Wellness and the City propose amending the existing DA to clarify certain sections relating to revenues and insurance. The primary sections proposed to be modified are as follows:

- Section 1.14: this section would be amended to clarify the definition of “gross receipts from operation.”
- Section 1.14.6: this section is new and is intended to address a business have more than one facility and operation.
- Sections 9.1.1 and 9.1.2: this section would be amended to clarify when revenue payments to the City are due and how they are to be remitted.
- Section 9.2.4: this section has been supplemented with specific state code references.
- Section 13.2.1: this would be amended to require \$5 million in insurance rather than \$1 million (see Attachments 3 and 4).

Ordinance 18-11, if approved by the City Council, would implement all requested DA amendments (see Attachment 4), which include some minor clarifying language that was identified by the City Attorney’s office after the Planning Commission hearing. All other sections remain unchanged including the ones regarding the safety and security plan, and prohibition on exterior signage. The conditions on the approved CUP also remain unchanged and in effect. Should these amendments be approved by the City Council, staff intends to process similar amendments to the other cannabis related DA’s previously approved by City Council.

To approve amendments to the DA, the City Council must be able to make the following findings. The Finding (in *italics*) is followed by the Staff analysis of whether or not the Finding can be made.

1. *That the proposed Development Agreement will not adversely affect the orderly development of or preservation of property values;*

Analysis: The proposed amendments to the existing DA establishes, clarifies, and reinforces various provisions that were originally drafted to provide certainty to the applicant and the City that this new type of business. The proposed DA amendments would be entered into voluntarily by the applicant with the City and provide additional oversight to the City as compared to other projects, even those requiring CUPs in the M-1 zone.

Finding 1 appears to be met by this request

2. *That the proposed Development Agreement is consistent with the provisions of Government Code Sections 65864 through 65869.5.*

Analysis: Government Code Sections 65864 through 65869.5 include State codes for regulating DAs. The codes include procedures for executing and modifying DAs. The proposed DA amendments and the process by which they are being considered by the City and the applicant are consistent with the applicable State requirements.

Finding 2 appears to be met for this request.

Environmental Considerations

Staff has determined that a Class 1 Categorical Exemption (Existing Facilities) pursuant to section 15301 of the CEQA Guidelines is the appropriate level of review under CEQA for this request. Class 1 consists of the operation, repair, maintenance, permitting, leasing, licensing, or minor alteration of existing public or private structures, facilities, mechanical equipment, or topographical features, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. The project does not propose any changes in land use or physical improvements. The Draft Notice of Exemption is contained in Attachment 6.

Strategic Plan Integration

This project advances the 2022 Policy Agenda, West Sacramento: A Preferred Place to Live, Work, and Play by creating a positive environment for business investment and entrepreneurship.

Commission Recommendation

The Planning Commission unanimously recommended approval (see Attachment 2, Resolution 18-7PC) of the proposed DA amendments on June 7, 2018. There was no discussion on the matter from the Commission or persons in the audience.

Alternatives

Staff recommends that the City Council approve the CEQA exemption and conduct first reading of Ordinance 18-11. Alternatively, the City Council may defer this matter to a future meeting and/or direct staff to prepare additional amendments to the DA. Staff does not recommend this alternative as staff believes all necessary amendments have been captured for this project.

Coordination and Review

The application was reviewed by the City Attorney's Office, City Manager's Office, and the City's Community Development and Administrative Services Departments.

Budget/Cost Impact

Since the majority of amendments were requested by the City, staff and City Attorney time on this matter are being funded by each departmental budget.

ATTACHMENTS

1. Vicinity Map
2. Resolution 18-7PC
3. Existing Development Agreement
4. First Amendments to the Development Agreement
5. Draft Ordinance 18-11
6. Notice of Exemption

3121 Evergreen Avenue
West Sacramento, CA 95691
APN# 067-120-026-000
Alternate APN#: 067-120-26-1



ATTACHMENT 1

ATTACHMENT 2

RESOLUTION 18-7PC

**A RESOLUTION OF THE PLANNING COMMISSION
OF THE CITY OF WEST SACRAMENTO
RECOMMENDING APPROVAL BY THE CITY COUNCIL OF AMENDMENTS TO THE
RIVER WELLNESS DEVELOPMENT AGREEMENT**

WHEREAS, on June 7, 2018 the West Sacramento Planning Commission conducted a public hearing on proposed amendments to the River Wellness Development Agreement; and

WHEREAS, the Planning Commission has duly considered all information before them; and

WHEREAS, the Planning Commission has found that the proposed amendments to the Development Agreement is consistent with the goals, policies and implementation programs of the City of West Sacramento General Plan, and

WHEREAS, the proposed amendments to the Development Agreement are exempt from California Environmental Quality Act (CEQA) review pursuant to §15301 of the CEQA Guidelines, as the project is located in an existing developed property with no operational changes or expansions proposed; and

WHEREAS, the Planning Commission has found that the proposed development agreement furthers the public health, safety and general welfare of the City, and

NOW, THEREFORE, BE IT RESOLVED by the Planning Commission recommends that the City Council take the following actions:

1. The Planning Commission recommends that the City Council approve the proposed amendments to the River Wellness Development Agreement via Ordinance ~~18-2~~ 18-11 **

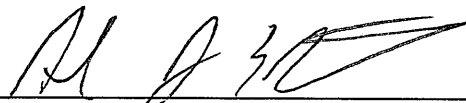
PASSED AND ADOPTED by the Planning Commission of the City of West Sacramento this 7th day of June 2018, by the following vote:

AYES: Harrison, Vu, Liebig, Sturmfels

NOES: None

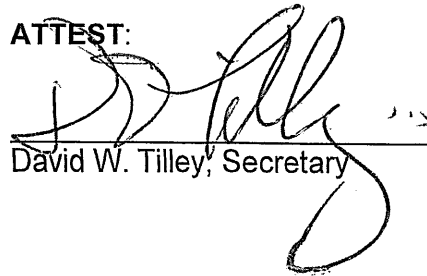
ABSTAIN: None

ABSENT: Austin, Castillo



Andrew Sturmfels, Planning Commission
Chairperson

ATTEST:



David W. Tilley, Secretary

ATTACHMENT 3

OFFICIAL BUSINESS
Document entitled to free recording
Government Code Section 6103

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:

City of West Sacramento
1110 West Capitol Avenue
West Sacramento, CA 95691
Attn: City Clerk

(SPACE ABOVE THIS LINE RESERVED FOR RECORDER'S USE)

DEVELOPMENT AGREEMENT

BY AND BETWEEN

THE CITY OF WEST SACRAMENTO

AND

RIVER WELLNESS INC. (dba River Collective)

DEVELOPMENT AGREEMENT

This Development Agreement ("Agreement") is made and entered into between the CITY OF WEST SACRAMENTO, a municipal corporation ("City"), and RIVER WELLNESS, a California corporation (dba River Collective), ("Developer"). City and Developer are hereinafter collectively referred to as the "Parties" and singularly as "Party."

RECITALS

A. **Authorization.** To strengthen the public planning process, encourage private participation in comprehensive planning and reduce the economic risk of development, the Legislature of the State of California adopted Government Code section 65864 et seq. (the "Development Agreement Statute"), which authorizes the City and any person having a legal or equitable interest in the real property to enter into a development agreement, establishing certain development rights in the Property, which is the subject of the development project application.

B. **Public Hearing.** On March 3, 2016, the Planning Commission of the City of West Sacramento, serving as the City's planning agency for purposes of development agreement review pursuant to Government Code section 65867, considered this Agreement and recommended approval of this Agreement to the City Council.

C. **Environmental Review.** On April 20, 2016, the City Council determined that the Project (as defined herein) was categorically exempt from the California Environmental Quality Act under 2 CCR §15301 (Class 1) and §15303 (Class 3).

D. **Need for Services and Facilities.** Development and operation of the Project will result in a need for municipal services and facilities, including police and fire protection services.

E. **Contribution to Costs of Facilities and Services.** Developer agrees to make the quarterly payments set forth herein, which payment may be used by the City for any legal purpose. City and Developer recognize and agree that but for Developer's annual payment City would not and could not approve use of the Property for the Project as provided by this Agreement. City's approval of this Agreement is in reliance upon and in consideration of Developer's agreement to make the payments required hereunder.

F. **Public Benefits.** Development of the Project will result in significant public benefits, as more fully described hereinafter, including, without limitation:

1. The provision of opportunities for employment;
2. Implementation of Crime Prevention Through Environmental Design (CPTED) development principles during the operation and maintenance of the Property.
3. The furtherance of the economic development goals and objectives of the City.

G. **Developer Assurances.** In exchange for the benefits to the City in the preceding Recitals, together with the other public benefits that will result from the development of the Property, Developer will receive by this Agreement assurance that it may proceed with the Project in accordance with the items set forth herein.

H. **Consistency with General Plan.** Having duly examined and considered this Agreement and having held properly noticed public hearings hereon, in City Ordinance No. 10-8, the City found that this Agreement satisfies the Government Code section 65867.5 requirement of general plan consistency.

NOW, THEREFORE, in consideration of the above Recitals and mutual promises, conditions and covenants of the Parties contained in this Agreement, and for other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

DEFINITIONS

1. **Definitions.** In this Agreement, unless the context otherwise requires, terms have the following meaning. Capitalized terms within the Exhibits not defined below have the meaning set out in the Exhibits.

1.1 "Adopting Ordinance" means Ordinance No. 16-4, adopted by the City Council on April 20, 2016, which approves this Development Agreement as required by the Development Agreement Law.

1.2 "Agreement" means this Development Agreement, inclusive of all Exhibits attached hereto.

1.3 "Wholesale Cannabis Logistics, Distribution and Transportation Facility" has the meaning set forth in Section 17.71 of the Municipal Code.

1.4 "CEQA" means the California Environmental Quality Act, as set forth at California Public Resources Code, Division 13, commencing at Section 21000 and the CEQA Guidelines as set forth in Title 14 of the California Code of Regulations commencing at Section 15000.

1.5 "City" means the City of West Sacramento, including its agents, officers, employees, representatives and elected and appointed officials.

1.6 "City Manager" means the City Manager of the City of West Sacramento, or his or her designee.

1.7 "Conditional Use Permit" means the Conditional Use Permit for the Project approved by the Planning Commission on April 7, 2016, as that Conditional Use Permit may be modified or amended from time-to-time.

1.8 "Control" means the possession, directly or indirectly, of the power to direct or cause the direction of an entity's management or policies, whether through the ownership of voting securities, by contract, or otherwise.

1.9 "Development Agreement Law" means Government Code section 65864 et seq. and the procedures and requirements for the consideration of development agreements contained in City Resolution No. 88-111, as amended by City Council Resolution No. 96-62. In the event of a conflict, the requirements of Government Code section 65864 et seq. shall control.

1.10 "Developer" means River Wellness, a California corporation (dba River Collective), together with any Successor duly approved by the City in accordance with the terms of this Agreement.

1.11 "Effective Date" means that day on which the Adopting Ordinance shall be effective. The Adopting Ordinance shall be effective thirty (30) days after its adoption by the City Council, unless the Adopting Ordinance becomes subject to a qualified referendum, in which case, the Effective Date shall be the day after the referendum election, if the Adopting Ordinance is approved by a majority of the voters. Litigation filed to challenge the Adopting Ordinance or this Agreement shall not affect the Effective Date, absent a court order or judgment overturning or setting aside the Adopting Ordinance, or staying the Effective Date, or remanding the Adopting Ordinance to the City. Notwithstanding the foregoing, this Agreement shall not become effective until fully executed.

1.12 "Facility" means the physical improvements to the Property used by Developer for the conduct of its operations.

1.13 "Fees" means all charges, expenses, costs, monetary exactions and any other monetary obligations imposed on Developer by the City, other than assessments or regular or special taxes and shall not be limited to fees paid pursuant to this Agreement.

1.14 "General Plan" means the General Plan of the City including the text and maps, as approved by the City in 2004, plus any other General Plan amendments approved by the City on or before the Effective Date.

1.15 "Gross Receipts from Operations" means total revenue actually received or receivable from operation of the Facility, including: all sales; the total amount of compensation actually received or receivable for the performance of any act or service, of whatever nature it may be, for which a charge is made or credit allowed, whether or not such act or service is done as part of or in connection with the sale of materials, goods, wares or merchandise; and gains realized from trading in stocks or bonds, interest discounts, rents, royalties, fees, commissions, dividends, or other remunerations, however designated. Included in "gross receipts" shall be all receipts, cash, credits and property of any kind or nature, without any deduction therefrom on account of the cost of the property sold, the cost of materials used, labor or service costs, interest paid or payable, or losses or other expenses whatsoever, except that the following shall be excluded therefrom:

1.15.1 Cash discounts allowed and taken on sales;

1.15.2 Credit allowed on property accepted as part of the purchase price and which property may later be sold, at which time the sales price shall be included as "gross receipts";

1.15.3 Any tax required by law to be included in or added to the purchase price and collected from the consumer or purchaser;

1.15.4 Such part of the sale price of property returned by purchasers upon rescission of a contract of sale as is refunded either in cash or by credit;

1.15.5 Receipts of refundable deposits, except that such deposits when forfeited and taken into income of the business shall not be excluded.

The intent of this definition is to ensure that in calculating the payment required under Section 9.1, all sales of cannabis products shipped through the Facility are captured, regardless of whether the

product is shipped directly from the Facility to a retailer or wholesaler, or to another distribution facility that then distributes the product to the retailer or wholesaler. This definition shall therefore be given the broadest possible interpretation consistent with this intent.

1.16 "Law" means the case law, ordinances, statutes, rules, regulations, or any order, decree or directive of any court or any local, regional, state or federal government agency, unless the context suggests a different meaning.

1.17 "Municipal Code" means the Municipal Code of the City of West Sacramento.

1.18 "Planning Commission" means the City of West Sacramento Planning Commission.

1.19 "Project" means the physical improvement and use of the Property as a Wholesale Cannabis Logistics, Distribution and Transportation Facility. The "Project" is further defined in **Exhibit A** to this Agreement, and supplemented by the provisions of this Agreement and the Public Safety and Security Plan.

1.20 "Project Approvals" means the entitlements that are the subject of this Agreement, consisting of the following land use approvals:

1.20.1 The Conditional Use Permit;

1.20.2 This Development Agreement, as adopted on April 20, 2016, by City Ordinance No. 16-4 (the "Adopting Ordinance").

1.21 "Property" means that certain real property located at 3121 Evergreen Avenue, Suite 100, in the City of West Sacramento, County of Yolo, consisting of an approximately 17,237 square foot portion of a multitenant warehouse building. A legal description of the Property is contained in **Exhibit B**, and a site plan showing the portion of the Property occupied by the Facility is contained in **Exhibit C**.

1.22 "Property Lease" means that certain "Lease Agreement" dated December 15, 2015, by and between Developer as lessee and Joey and Renee Carter, Trustees of the Joey and Renee Carter Family Revocable Trust of 1997 established June 20, 1997, as lessor, as the Lease Agreement may be amended from time-to-time.

1.23 "Public Safety and Security Plan" has the meaning set forth in Section 9.2.1.

1.24 "Successor" or "Successor in Interest" means any subsequent entity or individual that acquires all or any portion of Developer's leasehold interest in the Property; provided, however, that no Successor shall acquire any rights pursuant to this Agreement unless and until that Successor is approved by the City and complies with all applicable requirements of Section 14.1 of this Agreement.

AGREEMENT

1. **Incorporation of Recitals.** The Recitals and all defined terms set forth above are hereby incorporated into this Agreement as if set forth herein in full.

2. **Description of the Project.** The Project consists of the use of the Property as a Wholesale Cannabis Logistics, Distribution and Transportation Facility. Developer's operations are more fully

described in **Exhibit A**. Developer shall ensure that the Facility is operated in accordance with Exhibit A at all times.

3. **Description of Property.** The Property, which is the subject of this Agreement, is defined in Section 1.50 ("Property") and described in **Exhibit B**.

4. **Relationship of City and Developer.** This Agreement is a contract that has been negotiated and voluntarily entered into by City and Developer. It is agreed among the parties that the Project is a private development and that the relationship of the Developer and City is and at all times shall remain solely that of the City as a regulatory body and the Developer as the business owner. The City and Developer hereby renounce the existence of any form of joint venture or partnership between them, and agree that nothing contained herein or in any document executed in connection herewith shall be construed as making the City and Developer joint venturers or partners.

5. **Representations, Warranties and Acknowledgments.**

5.1 **Interest in Property.** Developer represents and warrants that as of the Effective Date, Developer is the lessee for the Property under the terms of the Property Lease and as such holds a legal interest in and to the Property. Developer further represents that all persons holding legal or equitable interest in the Property have consented to the Agreement.

5.2 **Authority.** The Parties represent and warrant that the persons signing this Agreement are duly authorized to enter into and execute this Agreement on behalf of their respective principals. Developer has provided to City that certain letter from the owner of the Property to City executed by the Property owner on March 28, 2016, by which the owner has consented to this Agreement and to the recordation of a Memorandum of this Agreement against Developer's leasehold interest in the Property, as required by the Development Agreement Law.

5.3 **Brokers.** The Parties represent and warrant that they have had no dealings with any real estate broker or agent in connection with the negotiation of this Agreement, and that they know of no other real estate broker or agent who is entitled to a commission in connection with this Agreement. In the event any real estate broker or agent shall come forward and claim the right to a commission or other form of compensation in connection with this Agreement, Developer shall indemnify, defend and hold harmless the City in accordance with Section 13.1.

5.4 **Procedures and Requirements.** The Parties acknowledge that this Agreement is subject to the procedures for approval, amendment and administration set forth in the Development Agreement Law.

6. **Effective Date and Term.**

6.1 **Effective Date.** The effective date of this Agreement means the date defined at Section 1.29 of this Agreement.

6.2 **Term.** The term of this Agreement shall commence on the Effective Date and shall continue in force until the first to occur of the following events: 1) this Agreement is terminated in accordance with terms set forth herein; or 2) Developer no longer has a legal interest in the Property and has ceased all operations on the Property.

6.3 **Termination by Mutual Consent.** This Agreement may be terminated in whole or in part by the mutual written consent of all the Parties.

6.4 **Termination for Failure to Obtain or Maintain Required State or Local Licenses.** If Developer fails to obtain or maintain in effect all state and local licenses required for the Project in accordance with Section 8.3.2, City may terminate this Agreement.

6.5 **Termination Resulting from Governmental Action.** In the event legal action is initiated or threatened by any governmental jurisdiction other than the City on the grounds that approval or implementation of this Agreement (or any part) constitutes a violation of state or federal law, and the parties are unable to reach agreement between themselves and the governmental jurisdiction on amendments to this Agreement that will resolve the dispute and still preserve the material terms of this Agreement, then either party may terminate this Agreement without compliance with the Default Procedures set forth in Section 12. If this Agreement is terminated pursuant to this section, Developer shall immediately cease operations at the Facility, the Conditional Use Permit shall be automatically terminated, and the Parties shall have no further rights or obligations under this Agreement (other than the rights under Section 13, which survive termination.)

6.6 **Termination Upon Surrender or Revocation of Conditional Use Permit.** If the Developer voluntarily surrenders the Conditional Use Permit, or if the Conditional Use Permit is revoked by the City, then Developer shall immediately cease operations at the Property and this Development Agreement shall terminate automatically, without further action required by either party. In such an event, Developer waives the default procedures set forth in Section 12 of this Agreement, including the notice and cure rights contained therein, and the Parties shall have no further rights or obligations under this Agreement (other than the rights under Section 13, which survive termination.).

6.7 **Effect of Termination.** This Agreement was entered into by the Parties for the limited purpose of setting forth certain terms and conditions concerning the proposed development and operation of the Project in a manner that is consistent with the Project Approvals. Accordingly, nothing contained herein is intended or shall be construed to grant to Developer any rights in connection with the future development or operations of the Property, except for those rights set forth in the Collective Standards and in this Agreement.

7. **Development of the Project.**

7.1 **Development Rights.** This Agreement was entered into by the Parties for the limited purpose of setting forth certain terms concerning the development and use of the Property by Developer. Accordingly:

7.1.1 Developer acknowledges that it has no existing "vested rights" (as that term is used in California land use law) concerning the Property or the Project.

7.1.2 Nothing contained herein is intended or shall be construed to grant to Developer any rights in connection with the future development or use of the Property, and the Parties agree that development and use of the Property shall be governed by the land use and other regulations in effect at the time of development and operation.

7.1.3 Except as expressly provided herein, nothing contained in this Agreement is intended or shall be construed to affect in any way the permitted uses of the Property, the density

and intensity of use, the maximum height and size of buildings, or the reservation or dedication of land for public purposes which shall continue to be governed by the City's General Plan, the City's zoning code, and all other entitlements and ordinances now existing or which may be amended or enacted in the future.

7.1.4 The City expressly reserves the right to adopt and apply regulations to protect the City and its citizens from immediate risks to health and safety. The Developer hereby agrees that any regulation imposed by the City with respect to flood protection adopted in response to federal, state, or local guidelines, regulations, or directives, including without limitation the implementation of a moratorium on development activities, shall be deemed necessary to protect the public health and safety.

7.2 **Referendum.** Developer acknowledges that the Adopting Ordinance, which is a legislative land use approval, is potentially subject to referendum. Notwithstanding anything in this Agreement to the contrary, Developer shall not acquire a vested right to any legislative land use approval (or to any amendment thereto): (1) while such approval or amendment is still potentially subject to referendum or (2) in the event that such approval or amendment is reversed by referendum.

8. **Applicable Rules, Regulations, Fees and Official Policies.**

8.1 **Rules Regarding Design and Construction.** Unless otherwise expressly provided in this Agreement, all other ordinances, resolutions, rules, regulations and official policies governing design, improvement and construction standards and specifications, applicable to the Project and to public improvements to be constructed by the Developer shall be those in force and effect at the time the applicable permit approval is granted.

8.2 **Uniform Codes Applicable.** Unless otherwise expressly provided in this Agreement, any improvements to the Property undertaken by Developer shall comply with the California Building Standards Codes, Title 24 of the California Code of Regulations, as adopted and amended by the City, as the same shall be in effect as of the time of approval of the permit in question. Such improvements shall also comply with the provisions of the California Mechanical, Plumbing, Electrical and Fire Codes, and City standard construction specifications, in effect at the time of approval of the appropriate permits for the improvements. If no permit is required for a given improvement, such improvement will be constructed in accordance with said Codes in effect in the City as of the commencement of construction of such improvement.

8.3 **Laws and Regulations Applicable to Cannabis Activities; Obtaining and Maintaining Required Licenses.**

8.3.1 **General.** Developer shall at all times comply fully with all existing and future state and local rules applicable to Developer's activities on the Property, and shall ensure such compliance by all of Developer's employees, contractors, vendors, and members of the public invited or allowed access to the Property.

8.3.2 **Licensure of Operations.** Developer shall promptly apply for and obtain all State licenses required for the operations described in **Exhibit A**, as well as any local licenses required in the future by the City. Failure to obtain required state licenses within twelve (12) months following the date when the relevant state agencies begin accepting applications for such licenses, and failure to maintain required state or city licenses during the term of this Agreement, shall constitute a default under this Agreement and shall be grounds for termination.

Fees, Dedications, Assessments and Taxes.

8.3.3 **Payment of Development Impact and Other City Fees, Taxes, and Assessments.** Developer shall pay all impact and other City fees, taxes and assessments when due.

8.3.4 **Other Public Agencies.** Nothing in this Agreement is intended to govern the authority of other public agencies to impose fees.

8.3.5 **Public Works and Community Development.** Any public improvements and work performed by Developer in connection with the Project shall be to the satisfaction of the City Engineer and acceptance by the City Council (or by the City Engineer, if the City Council delegates authority to accept public improvements to the City Engineer).

9. **Additional Developer Obligations.**

9.1 **Payments to City.**

9.1.1 **Payment Required.** Developer shall make quarterly payments to the City equal to 2.5% of Developer's Gross Receipts from Operations. Payments shall be made within 10 business days of the end of each quarter, and shall be accompanied by such documentation as may be reasonably required by the City. This documentation will include (but may not be limited to) the transportation manifests for cannabis products received at or transported from the Facility, and an accounting of Gross Receipts from Operations during the previous quarter. Late payments shall include interest at the maximum rate allowed by law. Failure to make any payment required by this Agreement when due shall be a material breach of the Agreement.

9.1.2 **Reporting of Gross Receipts from Operations.**

(a) **Quarterly Receipts.** No later than June 30, 2016, and the last day of each subsequent quarter during the Term hereof, Developer shall deliver to City a report (the "Quarterly Report") showing (i) Gross Receipts from Operations for the immediate prior quarter received by Developer, and a cumulative total of all amounts of Gross Receipts from Operations received by Developer for the calendar year, (ii) a calculation of the quarterly payment due to City for the prior quarter, and (iii) a calculation of the cumulative total of all quarterly payments for the calendar year.

(b) **Statements of Receipts.** Developer shall keep complete, accurate and appropriate books and records of all receipts from operations in accordance with generally accepted accounting principles. For purposes herein "books and records" shall mean all bookkeeping or accounting documents Developer utilizes in managing its business operations relating to the Project. Such books and records, as well as all other relevant documents as City shall reasonably require, shall, upon reasonable written notice, be open for inspection by City, its auditors or other authorized representatives. If, at any time during the Term, such books and records prove inadequate in the reasonable judgment of City to record the Gross Receipts from Operations as herein required, Developer shall, upon the written request of City, procure and maintain such books and records as shall be of a character and form adequate for such purpose. City shall have the right to audit and examine such books, records and documents and other relevant items in the possession of Developer, but only to the extent necessary for a proper determination of Gross Receipts from Operations, and all such books, records, documents and other items shall be held available for such audit and examination. Upon request by the City,

Developer shall make all such books, records and documents available to the City, and provide removable copies thereof, within thirty (30) of the date of the City's request. The cost for any audit shall be shared equally by the Parties. Developer shall preserve such books, records, documents, and other items in West Sacramento for a period of not less than seven (7) years for the purpose of auditing or re-auditing these accounts upon reasonable notice; except that, if an audit is made within the seven-year period and Developer claims that errors or omissions have occurred, the books and records shall be retained and made available until those matters are resolved. City shall keep strictly confidential all statements of revenue furnished by Developer and all other information concerning Developer's operation of the Premises obtained by City as a result of the inspection, audit and examination privileges of City hereunder, except as otherwise required by law. If City receives a request for such information pursuant to the Public Records Act (California Government Code Section 6250 et seq.), City shall provide Developer notice of any such request prior to disclosing any such information. Within seven (7) years after the receipt of any statement of receipts under this Agreement, City at any time shall be entitled to carry out an audit of such revenue either by City or agent to be designated by City. If it shall be determined as a result of such audit that there has been a deficiency in any payment due under this Agreement made on the basis of such statement, then such deficiency shall become immediately due and payable. If such statement of revenue for the relevant year shall be found to have understated receipts by more than two percent and City is entitled to any additional payment as a result of said understatement, then Developer shall, in addition, pay all of City's reasonable costs and expenses connected with such audit, including the expense incurred in retaining such agent; otherwise City shall bear the cost and expense of such audit.

(c) Copies of Tax Filings. Developer shall provide City with copies of any reports Developer is required to provide to the County of Yolo or the State of California for sales, use or other tax purposes.

9.1.3 Applicability of Future Revenue Mechanisms. During the term of this Agreement, if the City imposes an alternative revenue mechanism specifically related to cannabis operations (e.g. a cannabis tax), developer agrees to pay to City the greater of the payment required under such alternative revenue mechanism or the payment required by this Section. As used in this Section, "alternative revenue mechanisms" do not include taxes, fees, or assessments levied on or collected from both cannabis and non-cannabis operations. Payments required by revenue mechanisms that are not limited to cannabis operations shall be in addition to, and not in lieu of, payments under this Section.

9.2 Public Safety and Security.

9.2.1 Public Safety and Security Plan. Prior to acceptance of any cannabis product at the Facility, and prior to the commencement of transportation or distribution activities to or from the Facility, Developer shall have prepared and submitted to City a Public Safety and Security Plan ("Plan") acceptable to the City in the reasonable exercise of City's discretion. The Plan shall include and address all aspects of public safety and security, including but not limited to the following interior and exterior security and fire/life safety issues:

- (a) Physical security measures, including perimeter fencing, security cameras and other monitoring equipment, and internal security controls.
- (b) Implementation of CPTED (Crime Prevention Through Environmental Design) measures.

(c) Protocols for loading and unloading, storage, and transportation of cannabis products.

At least annually, and at other times upon request by either party, Developer and City staff shall meet to review the Plan and operations of the Facility. Developer shall promptly revise the Plan to address deficiencies identified by Developer or the City (e.g. major incidents, high volume of calls for service, etc.) so that the Facility is operated at all times in a manner that ensures the safety and security of the public and Developer's employees, and the physical security of the Facility and products stored therein.

9.2.2 **Signage.** Signage for the Project and Facility shall conform to the requirements of the City's Sign Ordinance (Chapter 17.33). In addition, Developer agrees that Project signage shall include nothing, in word or symbol, identifying the fact that the Property is used for cannabis-related activities.

9.2.3 **Vehicles.** No vehicle owned or operated by the Developer, or used for the transportation of product or individuals associated with the Facility, shall include markings (in words or symbols) identifying the vehicle as a vehicle used for cannabis-related activities.

9.2.4 **Reporting of Incidents.** Developer shall promptly report to the police department breaches of security and criminal activities occurring at the Facility.

9.3 **Notification to City of Intent to Relocate.** Developer shall provide City with ninety (90) days written notice prior to relocating operations within or outside of the City.

10. **Amendment.** This Agreement may be amended in writing from time to time by mutual consent of the Parties hereto and in accordance with the procedures required by the Development Agreement Law.

11. **Annual Review of Agreement.**

11.1 **Review Date.** The annual review date of this Agreement (the "Review Date") as required by Development Agreement Law shall be approximately twelve (12) months from the Effective Date and every twelve (12) months thereafter.

11.2 **Procedures.** The procedures for annual review shall be as set forth in the Development Agreement Law.

11.3 **Fee for Annual Review.** The reasonable cost for the City's annual review of this Agreement shall be paid by Developer, not to exceed the actual costs incurred by the City in connection with the review.

12. **Default.**

12.1 **Default.** The failure of either party to perform any obligation or duty under this Agreement within the time required by this Agreement shall constitute an event of default. (For purposes of this Agreement, a Party asserting that the other Party is in default shall be referred to as the "Complaining Party" and the other Party shall be referred to as the "Defaulting Party.")

12.2 **Notice.** The Complaining Party may not place the Defaulting Party in default unless it has first given written notice to the Defaulting Party, specifying the nature of the default and the

manner in which the default may be cured, if known to the Complaining Party. Any failure or delay by the Complaining Party in giving such notice shall not waive such default or waive any of the Complaining Party's remedies.

12.3 **Cure.** The Defaulting Party shall have thirty (30) days from the receipt of notice to cure the default. In the case of monetary defaults (e.g. failure to make the payments required by Section 9.1.1), any default must be cured completely within this thirty (30) day period. In the case of non-monetary defaults, if the default cannot be reasonably cured within such time, the default shall be deemed cured if: (1) the cure is commenced at the earliest practicable date following receipt of notice; (2) the cure is diligently prosecuted to completion at all times thereafter; (3) at the earliest practicable date (but in no event later than thirty (30) days after receiving the notice of default), the Defaulting Party provides written notice to the Complaining Party that the cure cannot be reasonably completed within such thirty (30) day period; and (4) the default is cured at the earliest practicable date, but in no event later than sixty (60) days after receipt of the first notice of default.

12.4 **Remedies.** If the Defaulting Party fails to cure a default in accordance with the foregoing, the Complaining Party shall have the right to terminate this Agreement upon notice to the Defaulting Party and the Complaining Party may pursue all remedies available by law or in equity, including specific performance and injunctive relief.

12.5 **Additional Procedures and Remedies.** The Parties acknowledge that the foregoing default procedures and remedies are in addition to, and not in lieu of, the procedures and remedies set forth in City Council Resolutions 88-111 and 96-62, and Developer waives the argument that any default taken against Developer is not valid for failing to comply with the procedures and remedies set forth in City Council Resolutions 88-111 and 96-62.

12.6 **Waiver of Damages.** Notwithstanding anything in this Agreement to the contrary, the Parties acknowledge that the City would not have entered into this Agreement had it been exposed to liability for damages from Developer, and that therefore, Developer hereby waives all claims for damages against the City for breach of this Agreement. Developer further acknowledges that under the Development Agreement Law, land use approvals (including development agreements) must be approved by the City Council and that under law, the City Council's discretion to vote in any particular way may not be constrained by contract. Developer therefore waives all claims for damages against the City in the event that this Agreement or any Project Approval is: (1) not approved by the City Council or (2) is approved by the City Council, but with new changes, amendments, conditions or deletions to which Developer is opposed. Developer further acknowledges that as an instrument which must be approved by ordinance, a development agreement is subject to referendum; and that under law, the City Council's discretion to avoid a referendum by rescinding its approval of the underlying ordinance may not be constrained by contract, and Developer waives all claims for damages against the City in this regard.

12.7 **Effect of Termination of Agreement on Conditional Use Permit.** Developer agrees that termination of this Agreement in accordance with this Section 12 shall also result in the automatic termination of the Conditional Use Permit.

13. **Insurance and Indemnity.**

13.1 **Indemnification, Defense and Hold Harmless.** Developer shall indemnify, defend, and hold harmless to the fullest extent permitted by law, the City and its officer, officials, consultants and employees ("Indemnitees") from and against any and all claims, liability, loss, damage,

expense, costs (including without limitation costs and fees of litigation) of every nature arising out of or in connection with the Project, the Project Approvals or the Property (including any challenge to the validity of any provision of this Agreement or the Project Approvals, or Developer's failure to comply with any of its obligations in this Agreement, or Developer's failure to comply with any current or prospective Law); provided, however, that Developer shall have no obligations under this section for such loss or damage which was caused by the sole negligence or willful misconduct of the City. This indemnification obligation shall survive this Agreement and shall not be limited by any insurance policy, whether required by this Agreement or otherwise.

13.2 Insurance.

13.2.1 Public Liability and Property Damage Insurance. At all times that Developer is constructing any improvements to the Property, Developer shall maintain in effect a policy of comprehensive general liability insurance with a per-occurrence combined single limit of one million dollars (\$1,000,000) and a deductible of not more than fifty thousand dollars (\$50,000) per claim. The policy so maintained by Developer shall name the City as an additional insured and shall include either a severability of interest clause or cross-liability endorsement.

13.2.2 Workers' Compensation Insurance. At all times that Developer is constructing any improvements, Developer shall maintain workers' compensation insurance for all persons employed by Developer for work at the Project site. Developer shall require each contractor and subcontractor similarly to provide workers' compensation insurance for its respective employees. Developer agrees to indemnify the City for any damage resulting from Developer's failure to maintain any such insurance.

13.2.3 Evidence of Insurance. Prior to commencement of construction of any improvements, Developer shall furnish City satisfactory evidence of the insurance required by this Sections 13.2 and evidence that the carrier is required to give the City at least fifteen (15) days prior written notice of the cancellation or reduction in coverage of a policy. The insurance shall extend to the City, its elective and appointive boards, commissions, officers, agents, employees and representatives and to Developer performing work on the Project.

14. Assignment and Transfers of Rights and Interest; Binding Effect on Successors.

14.1 Assignment.

14.1.1 Assignment of Rights Under Agreement. Developer may not transfer or assign its interests under this Agreement, in whole or in part, without the prior written consent of the City, which may be withheld for any reason. No such assignment shall be effective until execution and delivery by Developer and the assignee of an assignment substantially in the form attached hereto as **Exhibit D**.

14.1.2 Subsequent Assignments. Any Successor may assign its rights under this Agreement by complying with the procedures set forth in this Agreement.

14.2 Transfer of Control. No change in Developer's ownership or in the composition of Developer's ownership shall be made, and no transfer or sub-lease of the Lease Agreement shall be made, without providing the City with prior written notice. If the change, transfer or sub-lease changes Control over the use of the Property, the operations of Developer, or the actions or activities of Developer, then the prior written consent of the City must be obtained before the change, transfer or sub-lease, which consent may be withheld for any reason.

14.3 **Transferability to New Location.** In the event Developer moves operations from the Property to another location within the City, Developer agrees that the City may require that the rights and obligations set forth in this Agreement transfer to the new location. Developer and City agree to work cooperatively and collaboratively on any amendments to this Agreement that may be necessary in view of the transfer of Developer's operations to the new location.

14.4 **Runs with the Land.** Except as otherwise provided in this Agreement, and for so long as this Agreement remains in effect, all of the provisions, rights, terms, covenants, and obligations contained in this Agreement shall be binding upon the Parties and their respective heirs, successors and assignees, representatives, sub-lessees, and all other persons acquiring the Developer's interest in the Property, whether by operation of law or in any manner whatsoever; provided that no successor or assignee of Developer may obtain the benefits hereunder unless the City has consented to assignment of those rights as set forth in Section 14.1. All of the provisions of this Agreement shall be enforceable as equitable servitudes and shall constitute covenants running with the land pursuant to applicable laws, including, but not limited to, Section 1466 of the Civil Code of the State of California. Each covenant to do, or refrain from doing, some act on the Property hereunder, or with respect to any leasehold interest in the Property: (a) is for the benefit of such properties and is a burden upon such properties; (b) runs with such properties; and (c) is binding upon each Party and each successive owner during its ownership of such leasehold interest in the Property or any portion thereof, and shall be a benefit to and a burden upon each Party and its property hereunder and each other person succeeding to an interest in such properties.

15. **Miscellaneous.**

15.1 **Estoppel Certificate.** Either Party may at any time request the other Party to certify in writing that: (1) this Agreement is in full force and effect; (2) this Agreement has not been amended except as identified by the other Party; and (3) to the best knowledge of the other Party, the requesting Party is not in default, or if in default, the other Party shall describe the nature and any amount of any such default. The other Party shall use its best efforts to execute and return the estoppel certificate to the requesting Party within thirty (30) days of the request. The City Manager shall have authority to execute such certificates on behalf of the City.

15.2 **Recordation.** This Agreement shall not be operative until recorded with the Yolo County Recorder's office. Developer shall record this Agreement against the Property at its expense with the County Recorder's office within ten (10) days of the Effective Date, and shall cause any amendment to this Agreement or any instrument affecting the term of this Agreement to be recorded within ten (10) days from date on which the same become effective. Any amendment to this Agreement or any instrument affecting the term of this Agreement which affect less than all of the Property shall contain a legal description of the portion thereof that is the subject of such amendment or instrument. Alternatively, Developer and City may execute the instrument entitled "Memorandum of Development Agreement" attached hereto as **Exhibit E**, which shall be recorded against the Property, in lieu of recording the entire Agreement.

15.3 **Notices.** All notices required by this Agreement or the Development Agreement Law shall be in writing and personally delivered or sent by certified mail, postage prepaid, return receipt requested.

Notice required to be given to the City shall be addressed as follows:

CITY OF WEST SACRAMENTO
1110 West Capitol Avenue
West Sacramento, CA 95691

ATTN: City Manager
(916) 617-4500

with copies to:

KRONICK, MOSKOVITZ, TIEDEMANN & GIRARD
Attn: Jeffrey Mitchell
400 Capitol Mall, 27th Floor
Sacramento, CA 95814
(916) 321-4500

Notice required to be given to the Developer shall be addressed as follows:

RIVER WELLNESS, dba RIVER COLLECTIVE
3121 Evergreen Avenue, Suite 100
West Sacramento, CA 95691

Either Party may change the address stated herein by giving notice in writing to the other Party, and thereafter notices shall be addressed and transmitted to the new address. All notices shall be deemed received on the earlier of the date that personal delivery is effected or the date shown on the return receipt.

15.4 **References to Municipal Code.** This Agreement contains references to articles and sections of the City's Municipal Code. If, after the Effective Date, the City amends or renumbers its Municipal Code, then the references in this Agreement shall be understood to apply to the amended or renumbered Municipal Code

15.5 **Construction of Agreement.** The provisions of this Agreement and the Exhibits hereto shall be construed as a whole according to their common meaning and not strictly for or against any party and consistent with the provisions hereof, in order to achieve the objectives and purpose of the parties hereunder. The captions preceding the text of each Article, Section, and subsection hereof are included only for convenience of reference and shall be disregarded in the construction and interpretation of this Agreement. Wherever required by the context, the singular shall include the plural and vice versa, and the masculine gender shall include the feminine or neuter genders and vice versa.

15.6 **Third Party Beneficiaries.** This Agreement is entered into for the sole benefit of the Parties and any Successors. No other party shall have any cause of action or the standing to assert any rights under this Agreement.

15.7 **Attorneys' Fees and Costs in Legal Actions by Parties to the Agreement.** Should any legal action be brought by either Party for breach of this Agreement or to enforce any provisions herein, each Party shall bear its own costs (including attorneys' fees) and neither Party shall be entitled to recover such costs from the other Party.

15.8 **Liability of City Officials.** No City official or employee shall be personally liable under this Agreement.

15.9 **Delegation.** Any reference to any City body, official or employee in this Agreement shall include the designee of that body, official or employee, except where delegation is prohibited by law.

15.10 **Severability.** Should any provision of this Agreement be found invalid or unenforceable by a court of law, the decision shall affect only the provision interpreted, and all remaining provisions shall remain enforceable.

15.11 **Integration.** This Agreement constitutes the entire understanding and agreement of the Parties with respect to the subject matter hereof and supersedes any previous oral or written agreement. This Agreement may be modified or amended only by a subsequent written instrument executed by all of the Parties.

15.12 **Counterparts.** This Agreement may be signed in one (1) or more counterparts, and will be effective when the Parties have affixed their signatures to counterparts, at which time the counterparts together shall be deemed one (1) original document; provided, however, that all executed counterparts are provided to the City Clerk.

15.13 **Interpretation.** The Parties acknowledge that this Agreement has been negotiated by both Parties and their legal counsel and agree that this Agreement shall be interpreted as if drafted by both Parties.

15.14 **Inconsistency.** In the event of any conflict or inconsistency between the provisions of this Agreement and the Project Approvals or Exhibits, this Agreement shall prevail.

15.15 **Incorporation.** The Recitals, Exhibits, and all defined terms in this Agreement are part of this Agreement.

15.16 **Applicable Law and Venue.** This Agreement shall be construed and enforced in accordance with the laws of the State of California without regard to principles of conflicts of law. In the event of litigation arising under this Agreement, venue shall reside exclusively in the Superior Court of the County of Yolo or, in the event of federal litigation, the Eastern District of California.

15.17 **Time of the Essence.** Time is of the essence of this Agreement.


IN WITNESS WHEREOF, the Parties hereto are executing this Agreement on the dates set forth below, to be effective as of the Effective Date.


"CITY"

"DEVELOPER"

CITY OF WEST SACRAMENTO,
a municipal corporation

RIVER WELLNESS,
a California corporation (dba River
Collective)

By: 

By: 

Name: Christopher Cabaldon

Name: HENRY B. PILGER

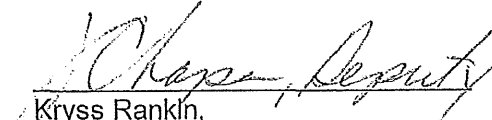
Its: Mayor

Its: CEO/OWNER


Dated: 6/1/, 2016

Dated: 5/31/, 2016

ATTEST:


Kryss Rankin,
City Clerk

APPROVED AS TO FORM:


Jeffrey Mitchell,
City Attorney

List of Exhibits:

- Exhibit A: Project Description
- Exhibit B: Legal Description of the Property
- Exhibit C: Site Plan Showing Location of the Facility on the Property
- Exhibit D: Form of Assignment and Assumption Agreement
- Exhibit E: Memorandum of Development Agreement

Exhibit A

Project Description

River Wellness (dba River Collective) proposes to operate a legal Wholesale Cannabis Logistics, Distribution and Transportation Facility at 3121 Evergreen Avenue, Suite 100, West Sacramento, California. The core business functions to take place under this Agreement includes the warehousing of legal cannabis products, providing safe and secure storage and transportation of goods between legal cannabis producers and legal cannabis retailers. Operations will not include cultivation, manufacturing, or retail sale of cannabis products, and the facility will not be used to distribute or transport cannabis outside of California. No distribution of cannabis or cannabis products directly to consumers or retailers shall occur at the Facility or from vehicles used to transport cannabis products, including (but not limited to) distribution to "qualified patients", "primary care-givers", and "persons with identification cards" (as those terms are used in Title 17 of the Municipal Code).

As soon as the State of California has adopted regulations implementing the Medical Marijuana Regulation and Safety Act (the "MMRSA")¹, River Wellness will obtain state licenses authorizing the Distribution (Type 11) and Transportation (Type 12) of medical cannabis in California.

Consistent with the State's regulatory framework, River Wellness will purchase legal cannabis products from legal cannabis producers, and will then sell and deliver that product to legal cannabis retailers throughout California. For purposes of sales taxes, all purchases and sales of cannabis products will be booked through River Wellness's West Sacramento facility.

River Wellness's West Sacramento facility will employ unionized warehouse and transportation workers. As part of its operations, the West Sacramento facility will also employ staff for customer service, account management, and administrative support.

¹ AB 266, SB 643 and AB 243 (2015), as the relevant statutes may be amended from time-to-time.

Exhibit B

Legal Description of the Property

Real property in the City of West Sacramento, County of Yolo, State of California, described as follows:

LOT 37 OF CARLY ACRES AS SAID LOT IS SHOWN ON THE MAP THEREOF FILED IN THE OFFICE OF THE RECORDER OF YOLO COUNTY ON JUNE 4, 1917 IN BOOK 3 CF MAPS AT PAGE 33. EXCEPTING THEREFROM ALL THAT PORTION THEREOF LYING NORTHERLY FROM THE LINE DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE WEST LINE OF SAID LOT 37 FROM WHICH THE NORTHWEST CORNER OF THAT CERTAIN PARCEL OF LAND DESCRIBED IN DEED TO THE STATE OF CALIFORNIA RECORDED JANUARY 25, 1950 IN BOOK 313 OF OFFICIAL RECORDS AT PAGE 182, OF YOLO COUNTY, BEARS SOUTH 00 DEG. 38' 09" EAST 24.64 FEET, SAID POINT IS ALSO DISTANT 104.00 FEET NORTHERLY, MEASURED AT RIGHT ANGLES FROM THE BASE LINE OF ENGINEER'S STATION "C7" 82-77.72 OF THE DEPARTMENT OF PUBLIC WORKS' SURVEY ON ROAD 03-YOL-80 FROM POST MILE 8.9 TO POST MILE 11.4; THENCE FROM SAID POINT OF BEGINNING NORTH 89 DEG. 45' 23" EAST 172.28 FEET; THENCE NORTH 88 DEG. 36' EAST 110.66 FEET TO A POINT IN THE EAST LINE OF SAID LOT 37 DISTANT 25.58 FEET NORTHERLY FROM THE NORTHEAST CORNER OF SAID PARCEL.

ALSO EXCEPTING THEREFROM THAT PORTION DESCRIBED IN SAID DEED RECORDED JANUARY 25, 1950 IN BOOK 313 OF OFFICIAL RECORDS, PAGE 182.

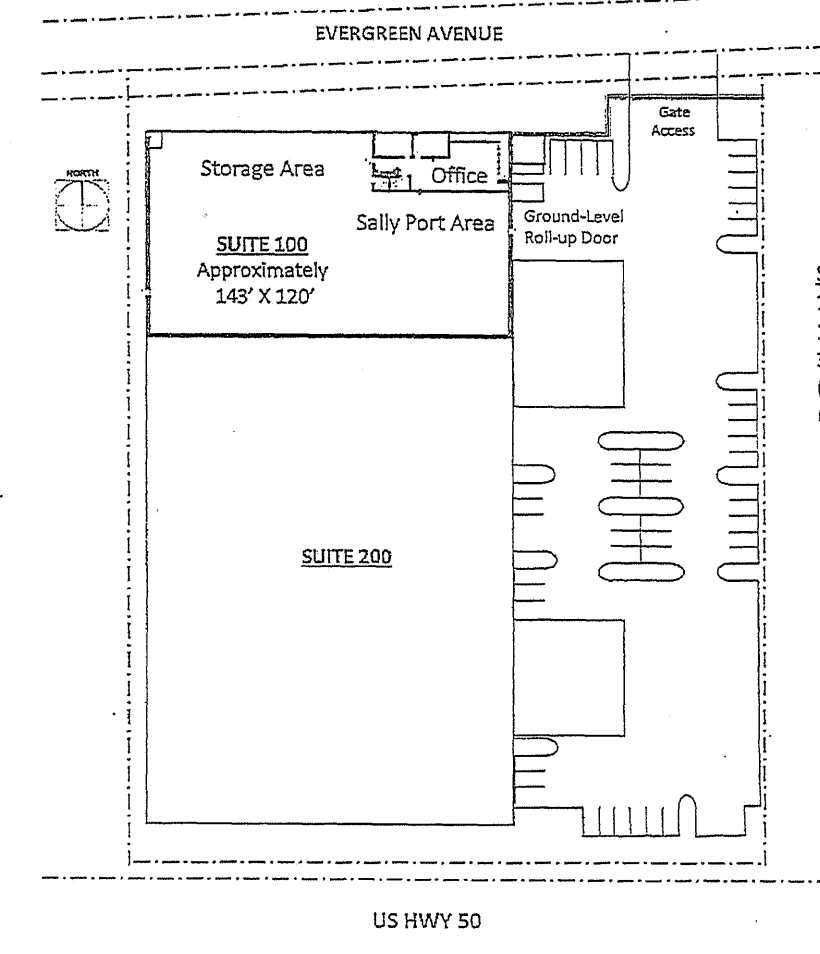
APN: 067-120-026

Exhibit C

Site Plan Showing Location of the Facility on the Property

17271727 7203-016

3121 EVERGREEN AVENUE SITE PLAN



RIVER WELLNESS
(dba RIVER COLLECTIVE)
3121 EVERGREEN AVENUE
SUITE 100
WEST SACRAMENTO, CA 95691
APN# 067-120-026-000

SUITE 100 | LOCATION OF TENANT IMPROVEMENT
17,237 SQ.FT. CONCRETE TILT-UP WAREHOUSE SPACE
1,500 SQ.FT. OFFICE SPACE
3,100 SQ.FT. TENANT IMPROVEMENT
(1) GROUND LEVEL ROLL-UP RAMP DOOR
(3) DOCK-HIGH ROLL-UP DOORS

The "Facility" that is the subject of the Development Agreement consists of 3121 Evergreen Avenue, Suite 100, as depicted hereon.

Exhibit D

Form of Assignment and Assumption Agreement

RECORDING REQUESTED BY
AND WHEN RECORDED MAIL TO:

[Add Assignee Address]

Attn: _____

(SPACE ABOVE THIS LINE RESERVED
FOR RECORDER'S USE)

**ASSIGNMENT AND ASSUMPTION AGREEMENT
(River Wellness Development Agreement)**

THIS ASSIGNMENT AND ASSUMPTION AGREEMENT (the "Agreement") is entered into this ____ day of _____, 20__, by and between River Wellness (dba River Collective), a California corporation (the "Developer"), and _____, a _____ (the "Assignee").

RECITALS

A. The City of West Sacramento and Developer entered into that certain Development Agreement recorded in the Official Records of Yolo County, California, on _____, 20__, as Instrument No. 20__ - _____ (the "Development Agreement"). Pursuant to the Development Agreement, Developer agreed to develop certain property more particularly described in the Development Agreement (the "Subject Property"), subject to certain conditions and obligations as set forth in the Development Agreement.

B. Developer intends to convey its interest in the Subject Property to Assignee.

C. Developer desires to assign and Assignee desires to assume all of Developer's rights, title, interest, burdens and obligations under the Development Agreement.

ASSIGNMENT AND ASSUMPTION

NOW, THEREFORE, Developer and Assignee hereby agree as follows:

1. Developer hereby assigns to Assignee all of the rights, title, interest, burdens and obligations of Developer under the Development Agreement.

2. Assignee hereby assumes all of the rights, title, interest, burdens and obligations of Developer under the Development Agreement, and agrees to observe and fully perform all of the duties and obligations of Developer under the Development Agreement. The parties intend hereby that, upon the execution of this Agreement, Assignee shall become the "Successor" (as defined in the Development Agreement) to Developer under the Development Agreement solely with respect to the Assigned Parcel.

3. All of the covenants, terms and conditions set forth herein shall be binding upon and

shall inure to the benefit of the parties hereto and their respective heirs, successors and assigns.

4. The Notice Address described in Section 15.3 of the Development Agreement for Assignee, as the Successor solely with respect to the Assigned Parcel shall be:

5. As provided in Section 14.1, this Assignment shall not be effective unless and until written consent of the City has been obtained.

6. This Agreement may be executed in two (2) or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. The parties authorize each other to detach and combine, or cause to be detached and combined, original signature pages and consolidate them into a single identical original for recordation of this Agreement in the Official Records of Yolo County, California.

IN WITNESS HEREOF, the parties hereto have executed this Agreement as of the day and year first above written.

“DEVELOPER”

“ASSIGNEE”

River Wellness,
a California corporation

By: _____
Name: _____

By: _____
Name: _____

Its: _____

Its: _____

Dated: _____, 20__

Dated: _____, 20__

Exhibits:

A - Legal Description of Assigned Parcel

RECORDATION OF THIS CERTIFICATE IS THE RESPONSIBILITY OF THE REQUESTING PARTY.

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

Acknowledgment

State of California }
County of Yolo }

On _____, before me, _____, Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Witness my hand and official seal.

_____, Notary Public

Acknowledgment

State of California }
County of Yolo }

On _____, before me, _____, Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Witness my hand and official seal.

_____, Notary Public

Exhibit A to Assignment and Assumption Agreement

LEGAL DESCRIPTION OF SUBJECT PROPERTY

[To be included]

Exhibit E

Memorandum of Development Agreement

Recording Requested by and
When Recorded Return to:

City of West Sacramento
1110 West Capitol Avenue
West Sacramento, California 95691

No recording fee required pursuant to
Government Code Section 27383

SPACE ABOVE THIS LINE FOR
RECORDER'S USE

MEMORANDUM OF DEVELOPMENT AGREEMENT
River Wellness

THIS MEMORANDUM OF DEVELOPMENT AGREEMENT is made this ___ day of _____, 20__, by and between the CITY OF WEST SACRAMENTO, a municipal corporation ("City") and River Wellness, a California corporation (dba River Collective) ("Developer"), collectively referred to as the "Parties." River Wellness (as River Collective) is the lessee under the terms of that certain unrecorded lease dated December 17, 2015, by and between Developer and Joey and Renee Carter, Trustees of the Joey and Renee Carter Family Revocable Trust of 1997 established June 20, 1997 ("Owner").

City and Developer are Parties to that certain "Development Agreement" approved by Ordinance 16-4 (the "Development Agreement"), the terms and conditions of which are hereby incorporated by this reference as if set forth in full herein. The Development Agreement applies to the development and operation of a "Facility" (as defined in the Development Agreement) that is located on certain real property situated in the County of Yolo, State of California, and described as follows (the "Property"):

[See Exhibit A]

"CITY"

CITY OF WEST SACRAMENTO,
a municipal corporation

By: _____
Name: Christopher Cabaldon
Its: Mayor
Dated: _____, 2016

"DEVELOPER"

RIVER WELLNESS,
a California corporation (dba River
Collective)

By: _____
Name: _____
Its: _____
Dated: _____, 201_

"OWNER"

Joey and Renee Carter Family Revocable Trust of 1997

By: _____
Name: Joe Carter, Trustee
Dated: _____, 2016

By: _____
Name: Renee Carter, Trustee
Dated: _____, 2016

Exhibit E

RECORDATION OF THIS CERTIFICATE IS THE RESPONSIBILITY OF THE REQUESTING PARTY.

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

Acknowledgment

State of California }
County of Yolo }

On _____, before me, _____, Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

Witness my hand and official seal.

_____, Notary Public

Acknowledgment

State of California }
County of Yolo }

On _____, before me, _____, Notary Public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

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_____, Notary Public

Acknowledgment

State of California }
County of Yolo }

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_____, Notary Public

Acknowledgment

State of California }
County of Yolo }

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Witness my hand and official seal.

_____, Notary Public

Exhibit A to Memorandum of Agreement

Legal Description

Real property in the City of West Sacramento, County of Yolo, State of California, described as follows:

LOT 37 OF CARLY ACRES AS SAID LOT IS SHOWN ON THE MAP THEREOF FILED IN THE OFFICE OF THE RECORDER OF YOLO COUNTY ON JUNE 4, 1917 IN BOOK 3 CF MAPS AT PAGE 33.

EXCEPTING THEREFROM ALL THAT PORTION THEREOF LYING NORTHERLY FROM THE LINE DESCRIBED AS FOLLOWS:

BEGINNING AT A POINT ON THE WEST LINE OF SAID LOT 37 FROM WHICH THE NORTHWEST CORNER OF THAT CERTAIN PARCEL OF LAND DESCRIBED IN DEED TO THE STATE OF CALIFORNIA RECORDED JANUARY 25, 1950 IN BOOK 313 OF OFFICIAL RECORDS AT PAGE 182, OF YOLO COUNTY, BEARS SOUTH 00 DEG. 38' 09" EAST 24.64 FEET, SAID POINT IS ALSO DISTANT 104.00 FEET NORTHERLY, MEASURED AT RIGHT ANGLES FROM THE BASE LINE OF ENGINEER'S STATION "C7" 82-77.72 OF THE DEPARTMENT OF PUBLIC WORKS' SURVEY ON ROAD 03-YOL-80 FROM POST MILE 8.9 TO POST MILE 11.4; THENCE FROM SAID POINT OF BEGINNING NORTH 89 DEG. 45' 23" EAST 172.28 FEET; THENCE NORTH 88 DEG. 36' EAST 110.66 FEET TO A POINT IN THE EAST LINE OF SAID LOT 37 DISTANT 25.58 FEET NORTHERLY FROM THE NORTHEAST CORNER OF SAID PARCEL.

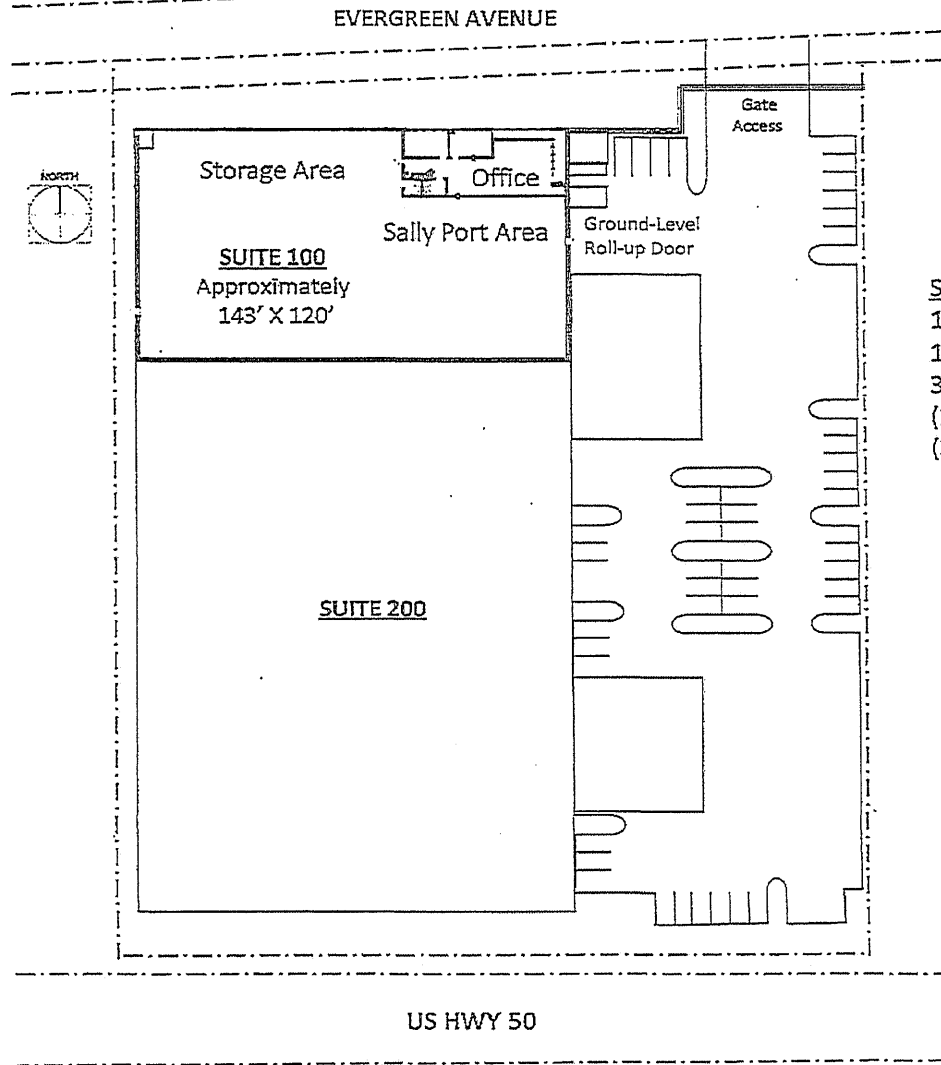
ALSO EXCEPTING THEREFROM THAT PORTION DESCRIBED IN SAID DEED RECORDED JANUARY 25, 1950 IN BOOK 313 OF OFFICIAL RECORDS, PAGE 182.

APN: 067-120-026

Exhibit A to Memorandum of Agreement (continued)

Site Plan Showing Location of the Facility on the Property

3121 EVERGREEN AVENUE SITE PLAN



RIVER WELLNESS
(dba RIVER COLLECTIVE)
3121 EVERGREEN AVENUE
SUITE 100
WEST SACRAMENTO, CA 95691
APN# 067-120-026-000

SUITE 100 | LOCATION OF TENANT IMPROVEMENT
17,237 SQ.FT. CONCRETE TILT-UP WAREHOUSE SPACE
1,500 SQ.FT. OFFICE SPACE
3,100 SQ.FT. TENANT IMPROVEMENT
(1) GROUND LEVEL ROLL-UP RAMP DOOR
(3) DOCK-HIGH ROLL-UP DOORS

The "Facility" that is the subject of the Development Agreement consists of 3121 Evergreen Avenue, Suite 100, as depicted hereon.

CONFORMED COPY
NOT COMPARED
WITH ORIGINAL



Yolo Recorder's Office
Jesse Salinas, County Recorder
DOC- 2016-0014633-00

Acct 117-West Sac - NC
Friday, JUN 03, 2016 09:05:00
Ttl Pd \$0.00 Rpt # 0001199253
FRT/X9/1-8

Recording Requested by and
When Recorded Return to:

City of West Sacramento
1110 West Capitol Avenue
West Sacramento, California 95691

No recording fee required pursuant to
Government Code Section 27383

SPACE ABOVE THIS LINE FOR
RECORDER'S USE

MEMORANDUM OF DEVELOPMENT AGREEMENT
River Wellness

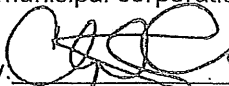
THIS MEMORANDUM OF DEVELOPMENT AGREEMENT is made this 31 day of MAY, 2016 by and between the CITY OF WEST SACRAMENTO, a municipal corporation ("City") and River Wellness, a California corporation (dba River Collective) ("Developer"), collectively referred to as the "Parties." River Wellness (as River Collective) is the lessee under the terms of that certain unrecorded lease dated December 17, 2015, by and between Developer and Joey and Renee Carter, Trustees of the Joey and Renee Carter Family Revocable Trust of 1997 established June 20, 1997 ("Owner").

City and Developer are Parties to that certain "Development Agreement" approved by Ordinance 16-4 (the "Development Agreement"), the terms and conditions of which are hereby incorporated by this reference as if set forth in full herein. The Development Agreement applies to the development and operation of a "Facility" (as defined in the Development Agreement) that is located on certain real property situated in the County of Yolo, State of California, and described as follows (the "Property"):

[See Exhibit A]


"CITY"

CITY OF WEST SACRAMENTO,
a municipal corporation

By: 
Name: Christopher Cabaldon
Its: Mayor
Dated: 6-1, 2016

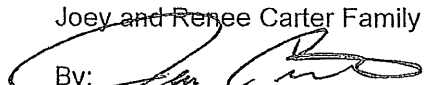
"DEVELOPER"

RIVER WELLNESS,
a California corporation (dba River
Collective)

By: 
Name: HENRY B. PILGER
Its: CFO/OWNER
Dated: 6-31-16, 2016

"OWNER"

Joey and Renee Carter Family Revocable Trust of 1997

By: 
Name: Joe Carter, Trustee
Dated: 6-2, 2016

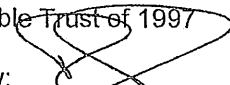
By: 
Name: Renee Carter, Trustee
Dated: 6-2, 2016

Exhibit E

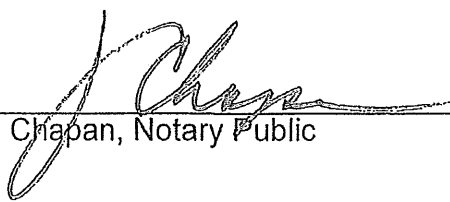
A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California }
County of Yolo }

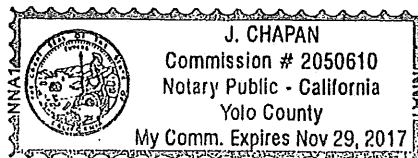
On May 31, 2016, before me, J. Chapan, Notary Public, personally appeared Henry B. Pilger, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



J. Chapan, Notary Public



A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California }
County of Yolo }

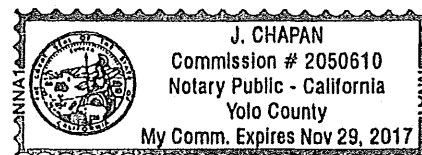
On June 1, 2016, before me, J. Chapan, Notary Public, personally appeared Christopher Cabaldon, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

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WITNESS my hand and official seal.



J. Chapan, Notary Public



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State of California }
County of Yolo }

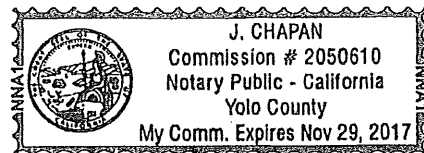
On June 2, 2016, before me, J. Chapan, Notary Public, personally appeared Renee Carter, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that she executed the same in her authorized capacity, and that by her signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.



J. Chapan, Notary Public




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State of California }
County of Yolo }

On June 2, 2016, before me, J. Chapan, Notary Public, personally appeared Joe Carter, who proved to me on the basis of satisfactory evidence to be the person whose name is subscribed to the within instrument and acknowledged to me that he executed the same in his authorized capacity, and that by his signature on the instrument the person, or the entity upon behalf of which the person acted, executed the instrument.

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WITNESS my hand and official seal.



J. Chapan, Notary Public

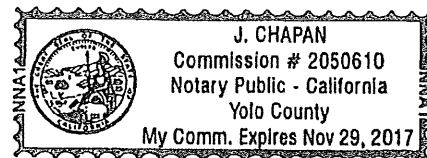


Exhibit A to Memorandum of Agreement

Legal Description

Real property in the City of West Sacramento, County of Yolo, State of California, described as follows:

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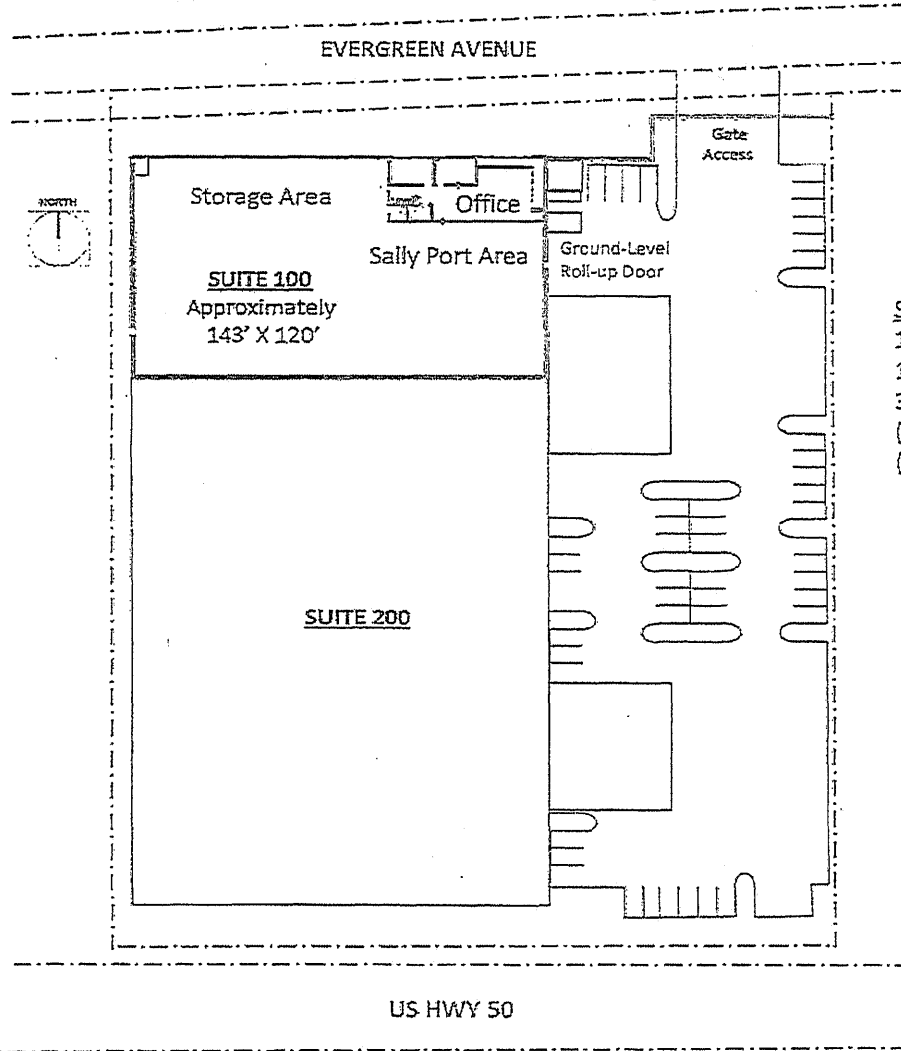
BEGINNING AT A POINT ON THE WEST LINE OF SAID LOT 37 FROM WHICH THE NORTHWEST CORNER OF THAT CERTAIN PARCEL OF LAND DESCRIBED IN DEED TO THE STATE OF CALIFORNIA RECORDED JANUARY 25, 1950 IN BOOK 313 OF OFFICIAL RECORDS AT PAGE 182, OF YOLO COUNTY, BEARS SOUTH 00 DEG. 38' 09" EAST 24.64 FEET, SAID POINT IS ALSO DISTANT 104.00 FEET NORTHERLY, MEASURED AT RIGHT ANGLES FROM THE BASE LINE OF ENGINEER'S STATION "C7" 82-77.72 OF THE DEPARTMENT OF PUBLIC WORKS' SURVEY ON ROAD 03-YOL-80 FROM POST MILE 8.9 TO POST MILE 11.4; THENCE FROM SAID POINT OF BEGINNING NORTH 89 DEG. 45' 23" EAST 172.28 FEET; THENCE NORTH 88 DEG. 36' EAST 110.66 FEET TO A POINT IN THE EAST LINE OF SAID LOT 37 DISTANT 25.58 FEET NORTHERLY FROM THE NORTHEAST CORNER OF SAID PARCEL.

ALSO EXCEPTING THEREFROM THAT PORTION DESCRIBED IN SAID DEED RECORDED JANUARY 25, 1950 IN BOOK 313 OF OFFICIAL RECORDS, PAGE 182.

APN: 067-120-026

Exhibit A to Memorandum of Agreement (continued)
Site Plan Showing Location of the Facility on the Property

3121 EVERGREEN AVENUE SITE PLAN



RIVER WELLNESS
(dba RIVER COLLECTIVE)
3121 EVERGREEN AVENUE
SUITE 100
WEST SACRAMENTO, CA 95691
APN# 067-120-026-000

SUITE 100 | LOCATION OF TENANT IMPROVEMENT
17,237 SQ.FT. CONCRETE TILT-UP WAREHOUSE SPACE
1,500 SQ.FT. OFFICE SPACE
3,100 SQ.FT. TENANT IMPROVEMENT
(1) GROUND LEVEL ROLL-UP RAMP DOOR
(3) DOCK-HIGH ROLL-UP DOORS

The "Facility" that is the subject of the Development Agreement consists of 3121 Evergreen Avenue, Suite 100, as depicted hereon.

ATTACHMENT 4

Recording Requested by and
When Recorded Return to:
City of West Sacramento
1110 West Capitol Avenue
West Sacramento, California 95691
Attn: City Clerk

No recording fee required pursuant to
Government Code Section 27383.

SPACE ABOVE THIS LINE FOR RECORDER'S USE

FIRST AMENDMENT TO DEVELOPMENT AGREEMENT

THIS FIRST AMENDMENT TO DEVELOPMENT AGREEMENT ("First Amendment") is made this ___ day of _____, 2018, by and between by and between the **CITY OF WEST SACRAMENTO**, a municipal corporation organized and existing under the laws of the State of California ("City") and **RIVER WELLNESS, a California corporation (dba River Collective)** ("Developer").

A. The City and River Wellness entered into that certain "DEVELOPMENT AGREEMENT BY AND BETWEEN THE CITY OF WEST SACRAMENTO AND RIVER WELLNESS INC. (dba River Collective)" effective on or about May 20, 2016, a memorandum of which was recorded on _____ in the official records of the Yolo County Recorder as Document No. _____ (the "Development Agreement") against the Property described and depicted therein.

B. The Parties now desire to amend the Development Agreement as set forth herein. This First Amendment was reviewed by the West Sacramento Planning Commission on June 7, 2018, and approved by the City Council on ___ by the adoption of Ordinance 18-__.

NOW, THEREFORE, BE IT AGREED by the Parties as follows:

1. Definitions. All capitalized terms shall have the meaning defined in the Development Agreement unless expressly defined to the contrary herein.

2. Amendments.

2.1 Section 1.10 of the Development Agreement is hereby amended to read as follows:

1.10 "Developer" means River Wellness, a California corporation (dba River Collective), and includes any fictitious business under which River Wellness is doing business on the Property, together with any Successor duly approved by the City in accordance with the terms of this Agreement. Developer has informed the City that it may operate its business on the Property under one or more fictitious business names. Developer shall comply with the provisions of the Business and Professions Code Sections 17900 et seq., with reference to the filing and publication of its fictitious name statement(s). Developer shall not operate under any fictitious name without giving prior notice to the City.

2.2 Section 1.15 of the Development Agreement is hereby amended to read as follows:

1.15 "Gross Receipts from Operations" means total revenue derived, directly or indirectly, or actually received or receivable from operation of the Facility, including: all sales, whether wholesale or retail; the total amount of compensation actually received or receivable for the performance of any act or service, of whatever nature it may be, or the fair market value thereof for which a charge is made or credit allowed, whether or not such act or service is done as part of or in connection with the sale of materials, goods, wares or merchandise, including the cost or fair market value of any withdrawals from inventory for personal use or consumption; and gains realized from trading in stocks or bonds, interest discounts, rents, royalties, fees, commissions, dividends, or other remunerations, however designated. Included in "gross receipts" shall be all receipts, cash, credits, transfer pricing, and property of any kind or nature, without any deduction therefrom on account of the cost of the property sold, the cost of materials used, labor or service costs, interest paid or payable, or losses or other expenses whatsoever, except that the following shall be excluded therefrom:

1.15.1 Cash discounts allowed and taken on sales;

1.15.2 Credit allowed on property accepted as part of the purchase price and which property may later be sold, at which time the sales price shall be included as "gross receipts";

1.15.3 Any tax required by law to be included in or added to the purchase price and collected from the consumer or purchaser;

1.15.4 Such part of the sale price of property returned by purchasers upon rescission of a contract of sale as is refunded either in cash or by credit; and

1.15.5 Receipts of refundable deposits, except that such deposits when forfeited and taken into income of the business shall not be excluded.

1.15.6 Interorganizational sales or transfers, provided no Gross Receipts are generated or exchanged, directly or indirectly, discounted or otherwise, because of the Interorganizational sales or transfers. The phrase "Interorganizational sales or transfers" means sales or transfers between or among: a) the units of a parent-subsidary controlled group of corporations or other related legal entities, as defined by 26 U.S.C. 1563(a)(1); b) the units of a brother-sister controlled group of corporations or other related legal entities, as defined by 26 U.S.C. 1563(a)(2); or c) facilities owned by a single business entity or sole proprietor.

The intent of this definition is to ensure that in calculating the payment required under Section 9.1, all sales of cannabis products shipped through or from the Facility are captured as origin-based sales based upon the location of the business as opposed to that of the customer or any related legal entity, regardless of whether the product is shipped directly from the Facility to a retailer or wholesaler within or outside the City limits of West Sacramento, or to another distribution facility that then distributes the product to the retailer or wholesaler within or outside the City of West Sacramento. This definition shall therefore be given the broadest possible interpretation consistent with this intent, as it does not pertain to a definition of "gross receipts" for purposes of a tax, subject to rules of apportionment under the Constitution of United States, Art. I, § 8, cl. 3, or the California Constitution. It is hereby recognized that the fee herein required to be paid by the Developer to the City of West Sacramento is in exchange for and pursuant to this

Development Agreement, and not for the privilege of doing business within the City of West Sacramento or legally incident on those engaged in such business within the City of West Sacramento.

2.3 Section 1.25 is hereby added to the Development Agreement, to read as follows:

1.25 "Transfer Pricing" means the price charged or recorded, whether as revenue or as a cost, between related parties in an interorganizational transactions for the exchange of cannabis products.

2.4 Section 9.1 of the Development Agreement is hereby amended to read as follows:

9.1 **Payments to City.**

9.1.1 **Payment Required.** Developer shall make quarterly payments to the City equal to 2.5% of Developer's Gross Receipts from Operations. Payments shall be made by the last day of the month following the end of each quarter (i.e., April 30th for the January 1 through March 31 quarter), and shall be accompanied by such documentation as may be reasonably required by the City. The 2.5% fee on Developer's Gross Receipts is not a tax, and is particularly not an indirect tax on any consumer such as a sales and use tax, but is rather a direct fee levied on the Gross Receipts of the Developer as a condition of this Development Agreement that is not to be passed along to the ultimate consumer. If the Developer does choose to pass the 2.5% fee along to any consumer, it shall be required to include such amounts collected from any consumer as Gross Receipts. This documentation will include (but may not be limited to) the transportation manifests for cannabis products received at or transported from the Facility, and an accounting of Gross Receipts from Operations during the previous quarter. Late payments shall include interest at a rate of 10% per annum. Failure to make any payment required by this Agreement when due shall be a material breach of the Agreement, subject to Cure under the provisions of Section 12.3. Payments to the City shall be made by check, direct deposit, wire transfer or other electronic form of payment that originates from a legal financial channel that has been agreed to in advance by both parties. Upon request and with a minimum of 10 business days' notice prior to payment due date, alternative forms of payment, including cash, may be authorized at the City's discretion.

9.1.2 **Reporting of Gross Receipts from Operations.**

(a) **Quarterly Receipts.** No later than the last day of the month following the end of each quarter, Developer shall deliver to City a report (the "Quarterly Report") showing (i) Gross Receipts from Operations for the immediate prior quarter received by Developer, and a cumulative total of all amounts of Gross Receipts from Operations received by Developer for the calendar year, (ii) a calculation of the quarterly payment due to City for the prior quarter, and (iii) a calculation of the cumulative total of all quarterly payments for the calendar year.

(b) **Statements of Receipts.** Developer shall keep complete, accurate and appropriate books and records of all receipts from operations in accordance with generally accepted accounting principles. For purposes herein "books and records" shall mean all bookkeeping or accounting documents Developer utilizes in managing its business

operations relating to the Project. Such books and records, as well as all other relevant documents as City shall reasonably require, shall, upon reasonable written notice, be open for inspection by City, its auditors or other authorized representatives. If, at any time during the Term, such books and records prove inadequate in the reasonable judgment of City to record the Gross Receipts from Operations as herein required, Developer shall, upon the written request of City, procure and maintain such books and records as shall be of a character and form adequate for such purpose. City shall have the right to audit and examine such books, records and documents and other relevant items in the possession of Developer, but only to the extent necessary for a proper determination of Gross Receipts from Operations, and all such books, records, documents and other items shall be held available for such audit and examination. Upon request by the City, Developer shall make all such books, records and documents available to the City, and provide removable copies thereof, within thirty (30) of the date of the City's request. The cost for any audit shall be shared equally by the Parties. Developer shall preserve such books, records, documents, and other items in West Sacramento for a period of not less than seven (7) years for the purpose of auditing or re-auditing these accounts upon reasonable notice; except that, if an audit is made within the seven-year period and Developer claims that errors or omissions have occurred, the books and records shall be retained and made available until those matters are resolved. City shall keep strictly confidential all statements of revenue furnished by Developer and all other information concerning Developer's operation of the Premises obtained by City as a result of the inspection, audit and examination privileges of City hereunder, except as otherwise required by law. If City receives a request for such information pursuant to the Public Records Act (California Government Code Section 6250 et seq.), City shall provide Developer notice of any such request prior to disclosing any such information. Within seven (7) years after the receipt of any statement of receipts under this Agreement, City at any time shall be entitled to carry out an audit of such revenue either by City or agent to be designated by City. If it shall be determined as a result of such audit that there has been a deficiency in any payment due under this Agreement made on the basis of such statement, then such deficiency shall become immediately due and payable. If such statement of revenue for the relevant year shall be found to have understated receipts by more than two percent and City is entitled to any additional payment as a result of said understatement, then Developer shall, in addition, pay all of City's reasonable costs and expenses connected with such audit, including the expense incurred in retaining such agent; otherwise City shall bear the cost and expense of such audit.

(c) Copies of Tax Filings. Developer shall provide City with copies of any reports Developer is required to provide to the County of Yolo or the State of California for sales, use or other tax purposes.

9.1.3 Applicability of Future Revenue Mechanisms. During the term of this Agreement, if the City imposes an alternative revenue mechanism specifically related to cannabis operations (e.g. a cannabis tax), developer agrees to pay to City the greater of the payment required under such alternative revenue mechanism or the payment required by Section 9.1. As used in this Section, "alternative revenue mechanisms" do not include taxes, fees, or assessments levied on or collected from both cannabis and non-cannabis operations. Payments required by revenue mechanisms that are not limited to cannabis operations shall be in addition to, and not in lieu of, payments under this Section.

2.5 Section 9.2.4 of the Development Agreement is hereby amended to read as follows:

9.2.4 **Reporting of Incidents.** Developer shall promptly report to the police department breaches of security and criminal activities occurring at the Facility, which shall include, but not be limited to, reporting the following incidents:

California Fire Code 401.3 Emergency responder notification.

Notification of emergency responders shall be in accordance with Sections 401.3.1 through 401.3.3.

401.3.1 Fire events.

In the event an unwanted fire occurs on a property, the owner or occupant shall immediately report such condition to the fire department.

401.3.2 Alarm activations.

Upon activation of a fire alarm signal, employees or staff shall immediately notify the fire department.

401.3.3 Delayed notification.

A person shall not, by verbal or written directive, require any delay in the reporting of a fire to the fire department.

California Fire Code 5003.3.1 Unauthorized discharges.

When hazardous materials are released in quantities reportable under state, federal or local regulations, the fire code official shall be notified and the following procedures required in accordance with Sections 5003.3.1.1 through 5003.3.1.4.

Municipal Code 8.18.530. Reporting unauthorized release of hazardous materials.

As soon as a permittee or employee thereof or any person who is required to have a permit, has reason to conclude that there may have occurred an unauthorized release of a hazardous material, such person shall take all necessary steps to ensure the discovery, containment and clean-up of such release and shall immediately notify the [fire] department of the occurrence.

2.6 Section 13.2.1 of the Development Agreement is hereby amended to read as follows:

13.2.1 **Public Liability and Property Damage Insurance.** At all times that Developer is constructing any improvements to the Property, Developer shall maintain in effect a policy of comprehensive general liability insurance with a per-occurrence combined single limit of five million dollars (\$5,000,000) and a deductible of not more than fifty thousand dollars (\$50,000) per claim. The policy so maintained by Developer shall name the City as an additional insured and shall include either a severability of interest clause or cross-liability endorsement.

2.7 Section 14.2 of the Development Agreement is hereby amended to read as follows:

14.2 **Transfer of Control.** No change in Developer's ownership or in the composition of Developer's ownership shall be made, and no transfer of the Property Lease or any sublease of the Property shall be made, without providing the City with prior written notice. If the change, transfer or sublease changes Control over the use of the Property, the

operations of Developer, or the actions or activities of Developer, then the prior written consent of the City must be obtained before the change, transfer or sublease, which consent may be withheld for any reason.

3. No Other Amendments. The parties agree that there are no other amendments to the Development Agreement other than the amendments contained in this First Amendment, and that all other terms and conditions of the Development Agreement are in full force and effect.

4. Conflict. In the event of a conflict between the terms of the Development Agreement and this First Amendment, the parties intend that the terms and conditions contained in this First Amendment shall control and prevail.

CITY OF WEST SACRAMENTO

RIVER WELLNESS,
a California corporation (dba River Collective)

By: _____
Christopher Cabaldon, Mayor

By: _____
Henry B. Pliger, CFO/Owner

Date: _____

Date: _____

Attest:

Kryss Rankin, City Clerk

Approved as to form:

Jeffrey Mitchell, City Attorney

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
)
County of _____)

On _____ before me, _____, a notary public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

(Seal)

A notary public or other officer completing this certificate verifies only the identity of the individual who signed the document to which this certificate is attached, and not the truthfulness, accuracy, or validity of that document.

State of California)
)
County of _____)

On _____ before me, _____, a notary public, personally appeared _____, who proved to me on the basis of satisfactory evidence to be the person(s) whose name(s) is/are subscribed to the within instrument and acknowledged to me that he/she/they executed the same in his/her/their authorized capacity(ies), and that by his/her/their signature(s) on the instrument the person(s), or the entity upon behalf of which the person(s) acted, executed the instrument.

I certify under PENALTY OF PERJURY under the laws of the State of California that the foregoing paragraph is true and correct.

WITNESS my hand and official seal.

Signature _____

(Seal)

ATTACHMENT 5

**DRAFT
ORDINANCE 18-11**

**AN ORDINANCE OF THE CITY COUNCIL
OF THE CITY OF WEST SACRAMENTO APPROVING THE FIRST AMENDMENT
TO THE RIVER WELLNESS DEVELOPMENT AGREEMENT**

WHEREAS, on June 7, 2018, the City of West Sacramento Planning Commission conducted a public hearing and adopted Resolution 18-7PC, recommending among other things, the City Council approve the proposed amendments to the River Wellness Development Agreement.

The City Council of the City of West Sacramento does ordain as follows:

Section 1. Purpose and Authority. The purpose of this Ordinance is to approve the First Amendment to the River Wellness Development Agreement. This Ordinance is authorized pursuant to Government Code Section 65864 through 65869.5 and Resolution 88-111 of the City of West Sacramento.

Section 2 Findings. In adopting this Ordinance, the City Council makes the following findings:

- (a) The proposed amendments to the Development Agreement are consistent with the objectives, policies, general land uses, and programs specified in the General Plan and applicable specific plan; and
- (b) The proposed amendments to the Development Agreement will not be detrimental to the health, safety, and general welfare of persons residing in the immediate area or detrimental to the general welfare of the residents of the City as a whole; and
- (c) The proposed amendments to the Development Agreement will not adversely affect the orderly development of property or preservation of property values; and
- (d) The proposed amendments to the Development Agreement are consistent with the provisions of Government Code Sections 65864 through 65869.5 and Resolution 88-111, as amended by Resolution 96-62; and
- (e) The Planning Commission recommends approval of the amendments to the Development Agreement.

Section 3. Severability. If any provision or section of this Ordinance is determined to be unenforceable, invalid, or unlawful, such determination shall not affect the enforceability of the remaining provisions of the Ordinance.

Section 4. Effective Date and Publication. This Ordinance shall take effect thirty (30) days after its adoption, and pursuant to Resolution 99-46, shall be published in summary format prior to adoption and a summary shall be published within fifteen (15) days after adoption in a paper of general circulation published and circulated in the City of West Sacramento.

PASSED AND ADOPTED by the City Council of the City of West Sacramento this ____ day of July, 2018 by the following votes:

**AYES:
NOES:
ABSENT:
ABSTAIN:**

Christopher L. Cabaldon, Mayor

ATTEST:

APPROVED AS TO FORM:

Kryss Rankin, City Clerk

Jeffrey Mitchell, City Attorney

CODIFY ____ UNCODIFY X

Notice of Exemption

Appendix E

To: Office of Planning and Research
P.O. Box 3044, Room 113
Sacramento, CA 95812-3044

County Clerk

County of: Yolo

From: (Public Agency): City of West Sacramento

1110 West Capitol Ave

West Sacramento, CA 95691

(Address)

Project Title: River Wellness Development Agreement Amendments

Project Applicant: City of West Sacramento

Project Location - Specific:

3121 Evergreen Ave

Project Location - City: West Sacramento

Project Location - County: Yolo

Description of Nature, Purpose and Beneficiaries of Project:

The City proposes to make amendments to the existing River Wellness Development Agreement primarily addressing financing matters, insurance requirements, and other administrative changes. No changes or expansion of the existing use is proposed.

Name of Public Agency Approving Project: City of West Sacramento

Name of Person or Agency Carrying Out Project: City of West Sacramento

Exempt Status: (check one):

Ministerial (Sec. 21080(b)(1); 15268);

Declared Emergency (Sec. 21080(b)(3); 15269(a));

Emergency Project (Sec. 21080(b)(4); 15269(b)(c));

Categorical Exemption. State type and section number: Class 1, Section 15301

Statutory Exemptions. State code number: _____

Reasons why project is exempt:

The project involves contractual changes between the City of West Sacramento and River Wellness. No physical changes would occur.

Lead Agency

Contact Person: David W. Tilley

Area Code/Telephone/Extension: 9166174645

If filed by applicant:

1. Attach certified document of exemption finding.

2. Has a Notice of Exemption been filed by the public agency approving the project? Yes No

Signature: David W. Tilley

Date: 6-27-18

Title: _____

Signed by Lead Agency Signed by Applicant

Authority cited: Sections 21083 and 21110, Public Resources Code.
Reference: Sections 21108, 21152, and 21152.1, Public Resources Code.

Date Received for filing at OPR: _____

MEETING DATE: June 27, 2018

ITEM # 16

SUBJECT:

PUBLIC HEARING TO CONSIDER RESOLUTION 18-37 ADOPTING THE 2018/2019 ANNUAL ACTION PLAN FOR THE COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

INITIATED OR REQUESTED BY:

Council Staff
 Other

REPORT COORDINATED OR PREPARED BY:

Amber Whitaker, Community Investment Specialist


 Aaron Laurel, Economic Development & Housing Director

ATTACHMENT Yes No Information Direction Action

OBJECTIVE

The objective of this report is to provide the Council with information necessary to conduct a public hearing to receive comments regarding the draft 2018/2019 Annual Action Plan for the Community Development Block Grant (CDBG) Program (Attachment 1) and to approve Resolution 18-37 (Attachment 2) adopting the Annual Action Plan for submission to the U.S. Department of Housing and Urban Development (HUD).

RECOMMENDED ACTION

Staff respectfully recommends that the Council:

1. Conduct the public hearing regarding the 2018/19 Annual Action Plan for the Community Development Block Grant Program and;
2. Adopt Resolution 18-37 adopting the 2018/2019 Community Development Block Grant Annual Action Plan and authorizing submission to the US Department of Housing and Urban Development.

BACKGROUND

The City of West Sacramento (City) became eligible to receive federal CDBG Entitlement funding from the U.S. Department of Housing and Urban Development (HUD) in fiscal year 2016/2017. In accordance with HUD regulations, the City developed a five-year Consolidated Plan examining the needs of low-income persons and neighborhoods and setting goals for the use of CDBG funding. The consolidated planning process honors community connections established during previous outreach efforts and builds upon the community concerns voiced during the citizen participation process. The consolidated plan process included: a review of previously collected data, recent census data and other available data; citizen input received from focus groups; presentations to City Commissions, the City Council and interested groups; and three public hearings. The final draft of the Consolidated Plan identified four goals to be addressed within the five-year period:

- Consolidated Plan Goal #1 (*High Priority*): Reduce the incidence and impact of homelessness.
- Consolidated Plan Goal #2 (*High Priority*): Achieve goals in the HUD Challenge Grant-funded Washington Realized: A Sustainable Community Strategy.
- Consolidated Plan Goal #3 (*Low Priority*): Strengthen economic opportunities for lower-income households.
- Consolidated Plan Goal #4 (*Low Priority*): Affirmatively further fair housing compliance.

The City's 2016-2020 Consolidated Plan was adopted by the City Council on July 20, 2016 and approved by HUD.

For each year of the Consolidated Plan, the City must develop an Annual Action Plan detailing how CDBG funds will be used to meet the Consolidated Plan's goals. Once an Annual Action Plan is adopted, the federal CDBG Entitlement funding from HUD is distributed to the City on a fiscal-year basis (July-June). At the beginning of each fiscal year, the City is allocated its yearly award and required to use the funds as prescribed within the Annual Action Plan.

HUD has awarded the City \$446,498 in CDBG funding for fiscal year 2018/2019. Additionally, the City anticipates receipt of approximately \$130,000 in CDBG program income from previous years' State CDBG funded activities as well as \$159,095 in residual program income from previous Entitlement funding years. The 2018/2019 Annual Action Plan outlines activities to be accomplished during the third year of the five-year Consolidated Plan. The City's 2018/2019 CDBG funds and program income are proposed for the following activities:

- Permanent Supportive Housing Project (Consolidated Plan Goal #1)
- Fair Housing Services (Consolidated Plan Goal #4)
- General Administration and Planning, and a Regional Analysis of Impediments to Fair Housing (Consolidated Plan Goal #4)

All CDBG funds must be used for projects that address at least one of the three CDBG national objectives:

1. Benefit to low-and moderate-income households, defined as households at or below 80% of HUD area median household income for Yolo County, adjusted by family size (Attachment 3);
2. Elimination of slums and blight related to physical structures such as homes or commercial buildings; or
3. Urgent need, which refers to emergencies such as earthquake or flood damage.

At least 70% of CDBG funds must be spent on activities that meet objective #1, commonly known as Low-Mod Benefit. CDBG funding is primarily devoted to capital projects. No more than 15% of the annual allocation may be spent on public services each year, and no more than 20% for general program administration and planning activities.

ANALYSIS

Permanent Supportive Housing Project (Consolidated Plan Goal #1)

Up to \$625,295 will be used in conjunction with monies from the City's 2017/2018 CDBG allocation to help fund the development of up to 85 units of affordable, permanent supportive housing. The project would target homeless and chronically homeless persons while offering low barriers to entry and on-site supportive services to those targeted persons. "Chronically Homeless" is a HUD term referring to persons with a disabling condition who are experiencing long-term homelessness. Chronically Homeless persons have been shown to use a greatly disproportionate share of public resources compared to other homeless individuals.

Staff is working with a nonprofit affordable housing developer, Mercy Housing, and other project partners, including Yolo County Health and Human Services (YCHHS), Yolo County Housing (YCH), and the West Sacramento Housing Development Corporation (WSHDC), to coordinate the development and operation of the project. This project is unique in that it presents the City's first opportunity to partner with YCHHS and YCH on permanent housing, plus the project could be financially supported by two private healthcare organizations, Partnership Health and Sutter Health. Mercy Housing will lead the development of the project, coordinating property acquisition, tenant relocation, financing, design, engineering, construction, and property management. Mercy Housing will contract with YCHHS on a long-term basis to provide on-site supportive services to project residents and with YCH to receive project-based Housing Choice Vouchers for a portion of the units. The WSHDC is expected to continue a partnership with Mercy Housing in a consulting and advisory role, including working with the supportive housing project operator to create pathways to permanent housing owned by the WSHDC for project residents who are ready to transition to traditional rental housing. The permanent supportive housing model is being explored because, based on staff's understanding of West Sacramento's homeless and at-risk population, supportive housing offers the most effective means to address West Sacramento's short and long-term homeless housing needs. Staff has also considered prior feedback and concerns from the City Council in developing the proposed operating plan for the project.

The 2018/2019 allocation will go directly to help fund the acquisition of the real property, and clearance of existing buildings located on the property. The 2018/2019 allocation will provide the financial support needed to leverage the additional funding sources needed to complete the estimated 27-million-dollar project. Having financial commitments early in the project's development will ensure it meets all threshold requirements necessary to achieve the most points possible in upcoming grant funding rounds, such as State No Place Like Home funding.

Fair Housing Services (Consolidated Plan Goal #4)

Up to \$21,000 will be used to provide fair housing services including outreach, counseling, education, testing and enforcement, in addition to landlord/tenant dispute resolution. Resolving issues between vulnerable households and their landlords before they escalate to the point of an eviction can help many to maintain housing security. The City has contracted with Project Sentinel, a HUD-approved housing counseling agency, to provide these services, services that local jurisdictions receiving CDBG funds are required to provide.

General Administration and Planning and Regional Analysis of Impediments to Fair Housing (Consolidated Plan Goal #4)

Up to 20% of the 2018/2019 allocation will provide staff for grant and project administration. General administration funding will also be used to participate in the development of a Sacramento regional Analysis of

Impediments to Fair Housing. This activity will allow the City to analyze the barriers residents are facing when trying to obtain housing. Deliverables for this activity include a regionally-distributed survey, community outreach events, and a final Analysis of Impediments to Fair Housing report.

Citizen Participation and Comments Received

All comments received through the citizen participation process are evaluated and closely considered by staff. Staff received comments from Shores of Hope, a local nonprofit, requesting CDBG funding for additional rapid re-housing services (see Attachment 4 for proposal). Staff agrees that an increase in these services is important for many residents within the City, however, rapid re-housing services are currently being offered by Shores of Hope, Empower Yolo, Yolo County Children's Alliance, the City's Homeless Coordinator, and the County Homeless Coordinator, whereas permanent supportive housing with on-site services is currently non-existent within the City. With limited local funding available, it is essential to strategically use available funds for projects that can leverage additional funding sources for the City.

CDBG funds are limited and not sufficient to fund all projects discussed during public hearings and other community outreach efforts. Projects proposed for 2018/2019 CDBG funding further the goals of the City's 2016-2020 Consolidated Plan, do not duplicate projects funded through other sources, and address the most significant needs identified during the citizen participation process.

Estimated CDBG Funds Available in 2018/2019

\$446,498	2018/2019 Entitlement allocation
+\$159,095	Prior Year Resources
+\$130,000	Estimated program income
<u>\$735,593</u>	Total available funds

Recommended CDBG 2018/2019 Funding Allocations

\$625,295	Property acquisition for development of permanent supportive housing for homeless (<i>Goal #1</i>)
+ \$21,000	Fair housing services (<i>Goal #4</i>)
+ \$89,299	General administration and planning activities for the CDBG program (<i>Goal #4</i>)
<u>\$735,593</u>	Total funds allocated

Environmental Considerations

Activities receiving CDBG funding must satisfy all National Environmental Policy Act (NEPA) and California Environmental Quality Act (CEQA) requirements. HUD requires the City to complete all required NEPA reviews prior to initiating any grant activity.

Commission Recommendation

In April and July of 2016, staff received comments from the Economic Development and Housing (EDH) Commission; the Arts, Culture and Historic Preservation Commission; and the Parks, Recreation and Intergenerational Services (PRIS) Commission, which assisted in framing the goals and priorities for the 2016-2020 Consolidated Plan.

In January of 2018, the EDH Commission held a public hearing to announce the availability of 2018/2019 CDBG funding and to receive public comment. The EDH Commission recommended that additional affordable housing be provided within the City. In March of 2018, staff presented to the PRIS Commission to solicit comment on possible funding activities for the 2018/2019 CDBG allocation. The PRIS Commission had no objections to the activities being proposed by staff. In June of 2018, the EDH Commission held an additional public hearing to receive comments on the draft 2018/2019 Annual Action Plan. The EDH Commission recommended the adoption of the draft 2018/2019 Annual Action Plan.

Strategic Plan Integration

CDBG funding is a critical component of the City's mission to provide quality municipal services, infrastructure, community improvements, financially sound city government and a superior workforce. Development of housing that will accept homeless persons supports Measure E efforts to reduce community impacts of homelessness, a 2018 Top Priority Agenda item.

Alternatives

The Council's primary alternatives are:

1. Conduct the public hearing and adopt Resolution 18-37 approving the 2018/2019 Annual Action Plan for submission to HUD.
2. Conduct the public hearing and adopt Resolution 18-37 with changes to the Annual Action Plan prior to submission to HUD.
3. Open the public hearing and continue it to a future meeting, providing staff with direction regarding any additional information needed before adoption of the plan.

Alternative 1 is the staff recommendation. Alternative 2 is not recommended because the draft plan fulfills goals in the five-year Consolidated Plan and has been reviewed and is supported by the EDH Commission and the PRIS Commission. Alternative 3 is not recommended because there is not another Council meeting before the plan is due to HUD. If the plan is not submitted by June 30, 2018, the City will lose Entitlement funding for 2018/2019.

Coordination and Review

The 2018/2019 Draft Annual Action Plan was made available for a 30-day public review and comment period from May 12, 2018 through June 10, 2018. No public comments were received during this period. A public notice of this meeting was published in the *West Sacramento News-Ledger*, and was emailed to member agencies of the Homeless and Poverty Action Coalition (HPAC), the Bryte and Broderick Community Action Network (BBCAN), and to other interested parties.

Budget/Cost Impact

The City will receive \$446,498 for its 2018/2019 CDBG allocation, in addition to \$150,095 in prior year resources, for fiscal year 2018/2019, contingent upon the adoption and submission to HUD of the Annual Action Plan. The City anticipates receiving an estimated \$130,000 in program income, making available an estimated total of \$735,593 for CDBG eligible activities.

ATTACHMENT(S)

1. 2018/2019 draft CDBG Annual Action Plan
2. Resolution 18-37
3. HUD 2018 Yolo County Income Limits
4. Shores of Hope Proposal



JULY 1, 2018 – JUNE 30, 2019

DRAFT ANNUAL ACTION PLAN

For the

**U.S. Department of Housing and Urban Development
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM
(CDBG)**



Executive Summary

AP-05 Executive Summary - 24 CFR 91.200(c), 91.220(b)

1. Introduction

The City of West Sacramento (City) became eligible to receive federal Community Development Block Grant (CDBG) Entitlement funding from the U.S. Department of Housing and Urban Development (HUD) in fiscal year 2016/2017. In accordance with HUD regulations, the City developed a five-year Consolidated Plan examining the needs of low-income persons and neighborhoods, and setting goals for the use of CDBG funding. The consolidated planning process honors community connections established during previous outreach efforts and builds upon the community concerns voiced during the citizen participation process. The consolidated plan process included: a review of previously collected data, recent census data and other available data; citizen input received from focus groups; presentations to City Commissions, the City Council and interested groups; and three public hearings. The final draft of the Consolidated Plan identified four goals to be addressed within the five-year period:

Consolidated Plan Goal #1 (High Priority): Reduce the incidence and impact of homelessness.

Consolidated Plan Goal #2 (High Priority): Achieve goals in the HUD Challenge Grant funded Washington Realized: A Sustainable Community Strategy.

Consolidated Plan Goal #3 (Low Priority): Strengthen economic opportunities for lower-income households.

Consolidated Plan Goal #4 (Low Priority): Affirmatively further fair housing compliance.

The City of West Sacramento's 2016-2020 Consolidated Plan was adopted by the West Sacramento City Council on July 20, 2016 and approved by HUD.

For each year of the Consolidated Plan, the City must develop an Annual Action Plan detailing how CDBG funds will be used to meet the Consolidated Plan's goals. Once an Annual Action Plan is adopted, the federal CDBG Entitlement funding from HUD is distributed to the City on a fiscal-year basis (July-June). At the beginning of each fiscal year, the City is allocated its yearly award and required to use its funds as prescribed within the Annual Action Plan.

2. Summarize the objectives and outcomes identified in the Plan

This could be a restatement of items or a table listed elsewhere in the plan or a reference to another location. It may also contain any essential items from the housing and homeless needs assessment, the housing market analysis or the strategic plan.

The 2018/2019 Annual Action Plan outlines activities to be accomplished during the third year of the five-year Consolidated Plan. The City's 2018/2019 CDBG funds and program income will be used for the following activities:

- Permanent Supportive Housing Project (Consolidated Plan Goal #1): An estimated \$625,295 will be used in conjunction with monies from the City's 2017/2018 CDBG allocation to help fund the development of up to 85 units of permanent supportive housing targeted to persons experiencing homelessness and persons at-risk of homelessness. The 2018/2019 allocation will go directly to help fund the following activities: acquisition of real property suitable for the project, and clearance of the existing buildings located on the project site.
- Fair Housing Services (Consolidated Plan Goal #4): Up to \$21,000 will be used to provide fair housing services including outreach, counseling, education, testing and enforcement, in addition to landlord/tenant dispute resolution to reduce discrimination in housing and to reduce the incidence of homelessness due to avoidable evictions.
- Regional Analysis of Impediments to Fair Housing (Consolidated Plan Goal #4): General administration funding will be used to participate in the development of a Sacramento regional Analysis of Impediments to Fair Housing. This activity will allow the City to analyze the barriers residents are facing when trying to obtain housing. Deliverables for this activity include a regionally-distributed survey, community outreach events and a final Analysis of Impediments to Fair Housing report.

In addition to CDBG funding, the City will leverage local and State resources to accomplish the following goals:

- Employ a full-time City Homeless Coordinator to provide outreach, referrals and case management to homeless persons (Consolidated Plan Goal #1).
- Subsidize the overhead at the Fourth and Hope winter shelter program in Woodland (Consolidated Plan Goal #1).
- Provide funding towards the cost of a full-time Yolo County Homeless Coordinator position (Consolidated Plan Goal #1).
- Provide funding for the cost of Downtown Streets Team, a non-profit work experience program to address homelessness (Consolidated Plan Goal #1).
- Substantially complete the Grand Gateway Transportation Infrastructure project serving the southern border of the Washington neighborhood (Consolidated Plan Goal #2).

3. Evaluation of past performance

This is an evaluation of past performance that helped lead the grantee to choose its goals or projects.

Prior to fiscal year 2016/2017, the City participated in the State of California Small Cities CDBG Program. Over the years, State CDBG funds were used for a myriad of projects serving low-income residents including: low- or zero-interest loans for housing rehabilitation to homeowners; business loans for expansions creating jobs for low-income persons; replacement of failing septic tanks with hookups to sewer service; construction job training; assistance to first-time homebuyers; construction of infrastructure for affordable housing; rehabilitation of affordable multifamily housing; acquisition and rehabilitation of transitional housing for homeless families; preschool tuition assistance; training and technical assistance for microenterprise business owners; fair housing services; homeless services; the Washington Neighborhood Sustainable Community Strategy; a study of factors contributing to homelessness and the resulting community impacts; and a study of mobile home park issues.

2016/2017 Project Progress to Date:

The City's 2016/2017 federal CDBG Entitlement funding was allocated for design and engineering for improvements to the River Walk Trail from the I Street Bridge north to the Broderick Boat Ramp, located in the Washington Neighborhood (Census Tract 101.01). The improvements will extend the River Walk Trail/levee access road approximately 2,100 linear feet along the levee crown from the existing I Street Bridge northward to the Broderick Boat Ramp. In addition, a high water event route along D Street, 3rd Street, and 2nd Street will also be included in the scope so that the trail maintains connectivity when the portion of trail under the I Street Bridge is inundated. Staff recently received preliminary engineering design drawings that are 60% complete. However, significant regulatory, environmental, and right-of-way hurdles remain. Staff is coordinating with both Union Pacific Railroad (UPRR), United States Army Corps of Engineers (USACE), Department of Water Resources (DWR), and Central Valley Flood Protection Board (CVFPB) for various permits and approvals that will be required prior to construction. Construction is currently anticipated to be begin by 2020. This activity was in support of addressing Consolidated Plan Goal #2.

2017/2018 Project Progress to Date:

Part of the City's 2017/2018 funding was allocated to help acquire property suitable for the development of an initial minimum of 20 housing units targeted to persons experiencing homelessness and persons at-risk of homelessness. The City has since partnered with a non-profit developer to identify a potential site for up to 85 units of permanent supportive housing that would offer low barriers to entry and on-site supportive services to those targeted persons. Part of the City's 2018/2019 CDBG allocation will be used, in addition to the 2017/2018 allocation, to help cover the additional funding gap required to complete the estimated 25-million-dollar project.

Funding from the 2017/2018 allocation was also used for fair housing services, which included outreach, counseling, education, testing, enforcement, and landlord/tenant dispute resolution. These services were offered in order to reduce discrimination and the incidence of homelessness due to avoidable evictions. In addition, general administration funding was used to participate in the development of a Sacramento regional Analysis of Impediments to Fair Housing.

4. Summary of Citizen Participation Process and consultation process

Summary from citizen participation section of plan.

The City's Economic Development and Housing (EDH) Commission conducted a public hearing on January 24, 2018 to announce the availability of 2018/2019 CDBG funding and to receive public comments regarding possible activities for funding. On March 6, 2018, a presentation was made to the City's Parks, Recreation and Intergenerational Services (PRIS) Commission to receive Commission feedback regarding possible activities for funding. On May 30, 2018, the EDH Commission conducted a second public hearing to review the first draft of the Annual Action Plan which included the 2018/2019 CDBG allocation amount. On May 23, 2018, staff presented the first draft of the Annual Action Plan to the Yolo County Homeless and Poverty Action Coalition (the local Continuum of Care). The draft Annual Action Plan was made available for a 30-day public comment period from May 12, 2018 through June 10, 2018. A final public hearing was held before the City Council on June 27, 2018 to review the Annual Action plan prior to its adoption and to provide authorization for submission to HUD for approval.

All public hearings were noticed in the West Sacramento News-Ledger two weeks prior to the meetings and were emailed to interested individuals and agencies including the Yolo County Homeless and Poverty Action Coalition (HPAC), which acts as the local Continuum of Care, and the Bryte and Broderick Community Action Network BBCAN.

5. Summary of public comments

This could be a brief narrative summary or reference an attached document from the Citizen Participation section of the Con Plan.

The most consistently repeated comments received through the citizen participation process concerned the need for housing available to persons experiencing homelessness and those at-risk of homelessness. The 2016-2020 Consolidated Plan identified housing cost burden as the most significant housing issue facing low- and moderate-income West Sacramento households. The impact of affordability is compounded by barriers to housing for homeless persons including transportation costs, poor rental histories, lack of money for rental and utility deposits, and mental health or substance abuse issues that make it difficult to successfully maintain permanent housing. Please see attached documents for public comments received.

Other comments received included the need for:

- Assistance for families with children and the elderly who are at-risk of homelessness, including rapid re-housing funds (see attachments for public comments received)
- Affordable housing for larger families
- An improved West Sacramento distribution site for the Yolo County Food Bank
- Housing rehabilitation assistance
- Retail and grocery stores in the Washington Neighborhood (Census Tract 101.01)
- Services for persons with disabilities
- Assistance for persons economically displaced from the Bay Area to our community
- Continuance of the City's Microenterprise business assistance program

6. Summary of comments or views not accepted and the reasons for not accepting them

All comments received through the citizen participation process were evaluated and closely considered by staff. CDBG funds are limited and not sufficient to fund all projects discussed during public hearings and other community outreach efforts. Many suggested activities are eligible for other funding such as Yolo County CalWorks and the City's newly adopted Measure E which will provide funds for homeless services and projects. Projects proposed for 2018/2019 funding further the goals of the City's 2016-2020 Consolidated Plan, do not duplicate projects funded through other sources, and address the most significant needs identified during the citizen participation process.

7. Summary

Citizen participation is critical to the CDBG planning process to identify the most pressing needs of lower-income neighborhoods and persons. The City's 2016-2020 Consolidated Plan citizen participation process included extensive outreach to individuals, non-profit organizations, social service agencies and governmental agencies to ensure the most effective use of scarce local resources to affect long-term, substantial change in the lives of lower-income residents of West Sacramento. The citizen participation process for the 2018/2019 Annual Action Plan builds on the consolidated planning process and exceeds the requirements in the City's Citizen Participation Plan.

PR-05 Lead & Responsible Agencies – 91.200(b)

1. Agency/entity responsible for preparing/administering the Consolidated Plan

Describe the agency/entity responsible for preparing the Consolidated Plan and those responsible for administration of each grant program and funding source.

Agency Role	Name	Department/Agency
CDBG Administrator	WEST SACRAMENTO	Economic Development & Housing Department

Table 1 – Responsible Agencies

Narrative (optional)

The City of West Sacramento Economic Development and Housing Department is the lead agency for the development and implementation of the 2018/2019 Annual Action Plan.

Consolidated Plan Public Contact Information

Amber Whitaker, Community Investment Specialist, Economic Development and Housing Department, City of West Sacramento, 1110 West Capitol Avenue; West Sacramento, CA 95691

Phone: (916) 617-4555

Email: amberw@cityofwestsacramento.org

AP-10 Consultation – 91.100, 91.200(b), 91.215(l)

1. Introduction

The City of West Sacramento Citizen Participation Plan outlines the process for development of the Annual Action Plan. At a minimum, the City must:

- Conduct at least two public hearings;
- provide presentations to the Economic Development and Housing Commission and the Parks, Recreation and Intergenerational Services Commission; and,
- draft an Annual Action Plan and make it available for public review and comment for a 30-day period prior to adoption.

The citizen participation process that resulted in the 2018/2019 AAP consultation exceeded the minimum standards in an effort to ensure that the plan is reflective of community needs and substantially furthers the goals in the 2016-2020 Consolidated Plan.

Provide a concise summary of the jurisdiction’s activities to enhance coordination between public and assisted housing providers and private and governmental health, mental health and service agencies (91.215(l))

The City is an active participant in the Yolo County Homeless and Poverty Action Coalition (HPAC), which acts as the local Continuum of Care, along with the Yolo County Department of Health and Human Services, the Housing Authority of Yolo County (Yolo County Housing), the U.S. Veteran’s Administration and local health, and mental health and service provider agencies. A presentation of the draft Annual Action Plan was made to the HPAC on May 23, 2018.

The City of West Sacramento is signatory to the ten-year plan entitled “One Piece at a Time: Ending and Preventing Homelessness for Yolo County Residents” available at www.yolocounty.org.

The City employs a full-time Homeless Outreach Coordinator who provides outreach, referrals and case management to homeless individuals; and acts as the City’s liaison with Yolo County and homeless service providers. The City is very involved with local developers of affordable housing. A member of the City Council sits on the Yolo County Housing Authority Advisory Board and City staff are available to provide technical assistance as needed to developers. The City has provided financial assistance to a number of affordable housing developers over the years. The most recent example is the development of West Gateway Place, a partnership between Jamboree Housing and the West Sacramento Housing Development Corporation. West Gateway Place Phase 1 opened in February 2017 with 76 affordable apartment homes. The City provided \$8.11 million in permanent financing, which includes \$1.1 million of State CDBG program income for public infrastructure needed to support the project. A second phase

is under development and City staff are working closely with the developer to secure funding for the project.

Describe coordination with the Continuum of Care and efforts to address the needs of homeless persons (particularly chronically homeless individuals and families, families with children, veterans, and unaccompanied youth) and persons at risk of homelessness.

City staff participate in the local Continuum of Care known as the Yolo County Homeless and Poverty Action Coalition (HPAC) to ensure that all homeless activities are coordinated with local service providers, the Yolo County Department of Health and Human Services, the Housing Authority of Yolo County and other community partners. As noted above, a presentation regarding the Draft Annual Action Plan was made to the HPAC on May 23, 2018.

The City shares in the cost for the Yolo County Homeless Coordinator position, along with Yolo County and the Cities of Davis, Woodland and Winters. There are no emergency shelters located in West Sacramento, however the City provides funding to Fourth and Hope, an emergency shelter in Woodland serving many homeless persons originating from West Sacramento. In 2013, the City assisted Friends of the Mission, a non-profit organization associated with Fourth and Hope, to acquire and rehabilitate four units of permanent supportive housing for formerly homeless persons using NSP3 funding received from the State of California. In the mid-1990s, the City provided State CDBG funding to Shores of Hope (formerly United Christian Centers of Sacramento) for the acquisition and rehabilitation of an 11-unit transitional housing facility which now serves transitional aged homeless youth.

For many years, the City has hosted the quarterly Northern California Homeless Roundtable fostering education and collaboration for service providers throughout the region. As noted above, the City is signatory to the ten-year plan entitled "One Piece at a Time: Ending and Preventing Homelessness for Yolo County Residents" adopted in 2009. The City is assisting with a revision of this document to focus on a coordinated entry system for all agencies and programs assisting homeless persons in Yolo County.

The City employs a full time Homeless Outreach Coordinator who provides outreach, case management, referrals and housing search assistance to at-risk and homeless persons. The Homeless Coordinator is part of a Community Intervention Program, a joint partnership between the City's Police Department and the Yolo County Health and Human Services Department facilitating referrals to services such as medical, mental health, social security, food stamps, substance abuse treatment, financial assistance and job counseling.

Describe consultation with the Continuum(s) of Care that serves the jurisdiction's area in determining how to allocate ESG funds, develop performance standards for and evaluate outcomes of projects and activities assisted by ESG funds, and develop funding, policies and procedures for the operation and administration of HMIS

The City is not a HUD ESG grant recipient, although several social service agencies working in West Sacramento receive funding through the State of California ESG program. As noted above, the City participates in Yolo County HPAC Continuum of Care deliberations regarding pressing community needs appropriate for ESG allocations received from the State of California. The City contributes to the salary of the Yolo County Homeless Coordinator who acts as staff to the Continuum of Care, coordinating Continuum of Care grant applications, grant management and reporting. In the past, HPAC members would make funding recommendations to the Yolo County Community Services Action Board for approval, but this process is under revision due to changes to the State's process for allocation and evaluation of ESG funded activities. The member agencies of HPAC, including the City, will comply with the new State requirements for allocation, performance standards and evaluation of outcomes.

Yolo County ESG recipient agencies use the HUD required Homeless Management and Information System (HMIS) to measure outcomes and coordinates services throughout Yolo County. Policies and procedures for using HMIS to create a coordinated entry system are in development. The system will allow homeless individuals to apply for services from a range of agencies through a single coordinated entry point.

2. Describe Agencies, groups, organizations and others who participated in the process and describe the jurisdiction's consultations with housing, social service agencies and other entities

Table 2 – Agencies, groups, organizations who participated

1	Agency/Group/Organization	Yolo County Homeless & Poverty Action Coalition
	Agency/Group/Organization Type	Services - Housing Services-Health Services-Employment
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Public Housing Needs Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City meets with the Yolo County Homeless & Poverty Action Coalition (HPAC) monthly. The City presented the draft 2018/2019 Annual Action Plan on May 23, 2018 and solicited for feedback. The City anticipates that the current and future Annual Action Plans will be reflective of the community's needs based on the consultation with HPAC.
2	Agency/Group/Organization	West Sacramento Economic Development and Housing Commission
	Agency/Group/Organization Type	Housing Services-homeless Services-Employment Other government - Local Business Leaders Civic Leaders

	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Economic Development Anti-poverty Strategy
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City's Economic Development and Housing (EDH) Commission is composed of seven West Sacramento residents tasked by the City Council to provide recommendations regarding affordable housing and economic development policy issues. The EDH Commission conducted a public hearing on January 24, 2018 to receive public comments regarding the availability of 2018/2019 CDBG funds and possible activities for funding. The Commission conducted a second public hearing on May 30, 2018 to receive public comment on the draft 2018/2019 Annual Action Plan.
3	Agency/Group/Organization	West Sacramento Parks, Recreation and Intergenerational Services Commission
	Agency/Group/Organization Type	Services-Children Services-Elderly Persons Other government - Local Civic Leaders
	What section of the Plan was addressed by Consultation?	Homelessness Needs - Unaccompanied youth Non-Homeless Special Needs

	<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>The Parks, Recreation and Intergenerational Services Commission is composed of eight City residents tasked by the City Council to provide recommendations on programs, facilities and services serving youth and the elderly; in addition to City recreational facilities and trails. The PRIS Commission received a presentation regarding the use of CDBG funds to date and was asked to provide comments on activities under consideration for 2018/2019 CDBG funding.</p>
4	<p>Agency/Group/Organization</p>	<p>Bryte and Broderick Community Action Network</p>
	<p>Agency/Group/Organization Type</p>	<p>Services-Children Services-Elderly Persons Services-Persons with Disabilities Services-homeless Services-Education Business Leaders Civic Leaders Neighborhood Organization</p>
	<p>What section of the Plan was addressed by Consultation?</p>	<p>Housing Need Assessment Homeless Needs - Chronically homeless Homeless Needs - Families with children Homelessness Needs - Veterans Homelessness Needs - Unaccompanied youth Homelessness Strategy Non-Homeless Special Needs Economic Development Anti-poverty Strategy</p>

	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The City emails public notices for all CDBG public hearings and public review periods to the Bryte and Broderick Community Action Network (BBCAN), which places the notices in their weekly email newsletters. The BBCAN email list includes hundreds of households, primarily located in the lower-income northern part of the City which includes the older neighborhoods of Bryte, Broderick and Washington (Census Tracts 101.01 and 101.02).
5	Agency/Group/Organization	West Sacramento Chamber of Commerce
	Agency/Group/Organization Type	Business Leaders
	What section of the Plan was addressed by Consultation?	Non-Homeless Special Needs Economic Development
	Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?	The Economic Development and Housing Commission includes members of the Chamber of Commerce. They provided comments at the January 24 and May 30, 2018 public hearings.
6	Agency/Group/Organization	Shores of Hope
	Agency/Group/Organization Type	Housing Services - Housing Services-Children Services-homeless Services-Employment Services - Victims
	What section of the Plan was addressed by Consultation?	Housing Need Assessment Homeless Needs - Families with children Homelessness Needs - Unaccompanied youth Homelessness Strategy

<p>Briefly describe how the Agency/Group/Organization was consulted. What are the anticipated outcomes of the consultation or areas for improved coordination?</p>	<p>Shores of Hope invited staff to an on-site tour of their facilities and attended the January 24, 2018 EDH Commission meeting and expressed a need for additional funding for rapid rehousing services.</p>
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Identify any Agency Types not consulted and provide rationale for not consulting

The City consulted all agencies known to have an interest in the needs of low income persons and all agencies identified in the Citizen Participation Plan as required for Annual Action Plan development.

Other local/regional/state/federal planning efforts considered when preparing the Plan

Name of Plan	Lead Organization	How do the goals of your Strategic Plan overlap with the goals of each plan?
Continuum of Care	Yolo County Homeless and Poverty Action Coalition (HPAC)	The 2018/2019 Annual Action Plan is consistent with the Yolo County 10 Year Homeless Plan completed by HPAC in 2008 entitled One Piece at a Time: Ending and Preventing Homelessness for Yolo County Residents. The Action Plan addresses goals to: 1) Create permanent housing for people who are homeless or at-risk of homelessness that is linked with supportive services; and 2) Facilitate and streamline access to housing and housing-related supportive services by people who are homeless or at-risk of homelessness.
Housing Element of the General Plan	City of West Sacramento Planning Department	The Annual Action Plan is consistent with goals in the 2013 update to the City's Housing Element including: HE-PR-1.6 pursuing funds for affordable housing; HE-PR-1.9 cooperation with housing providers; HE-PR-6.1 participation with HPAC; and HE-PR-6.6 development of housing for persons with special needs, such as persons with disabilities and persons experiencing homelessness.

Table 3 – Other local / regional / federal planning efforts

Narrative (optional)

AP-12 Participation – 91.105, 91.200(c)

**1. Summary of citizen participation process/Efforts made to broaden citizen participation
Summarize citizen participation process and how it impacted goal-setting**

An initial public hearing was conducted before the City's Economic Development and Housing Commission on January 24, 2018 to announce the availability of CDBG funding for 2018/2019. Public comments were received regarding the needs of low-income persons and activities for funding consideration. A presentation was made to the Parks, Recreation and Intergenerational Services Commission on March 6, 2018 and the draft Annual Action Plan was presented to the Yolo County Homeless and Poverty Action Coalition (HPAC) at the May 23, 2018 meeting. The HPAC serves as the local Continuum of Care and is composed of organizations primarily tasked with serving homeless persons. A second public hearing to receive comments on the first draft Annual Action Plan was held before the Economic Development and Housing Commission on May 30, 2018. A final public hearing will be held before the City Council on June 27, 2018.

Citizen Participation Outreach

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
1	Newspaper Ad	Minorities Non-English Speaking - Specify other language: Spanish Non-targeted/broad community				

Sort Order	Mode of Outreach	Target of Outreach	Summary of response/attendance	Summary of comments received	Summary of comments not accepted and reasons	URL (If applicable)
2	Public Hearing	Non-targeted/broad community	Staff from Shores of Hope and Yolo County Children's Alliance attended the public hearing.	Shores of Hope staff gave public comment requesting that rapid rehousing services be increased within the City.	All comments were received.	
3	Internet Outreach	Non-targeted/broad community				
4	Email Listservs	Local Continuum of Care	Shores of Hope responded to the email, and invited staff to an on-site visit of their facility. Staff accepted the invite and attended a tour of the facility and grounds where their services are offered.	Shores of Hope expressed the need for additional rapid rehousing services within the City.	All comments were received and noted.	

Table 4 – Citizen Participation Outreach

Expected Resources

AP-15 Expected Resources – 91.220(c)(1,2)

Introduction

HUD has announced that the City of West Sacramento will receive \$446,498 in Entitlement CDBG funding for fiscal year 2018/2019. The City estimates \$130,000 in program income to be received within the 2018/2019 fiscal year from activities funded by previous years' State CDBG grants. In addition, residual funds from the 2016/2017 program year will be included in the 2018/2019 anticipated resources.

Anticipated Resources

Program	Source of Funds	Uses of Funds	Expected Amount Available Year 1				Expected Amount Available Remainder of ConPlan \$	Narrative Description
			Annual Allocation: \$	Program Income: \$	Prior Year Resources: \$	Total: \$		
CDBG	public - federal	Acquisition Admin and Planning Economic Development Housing Public Improvements Public Services	446,498	130,000	159,095	735,593	892,000	The expected amount available for the remainder of the Con Plan was based upon receiving an estimated \$446,000 per year for the next two years.

Table 5 - Expected Resources – Priority Table

Explain how federal funds will leverage those additional resources (private, state and local funds), including a description of how matching requirements will be satisfied

The City plans on leveraging a portion of its CDBG allocation and program income to qualify for private foundation monies totaling an estimated \$3,000,000. These additional monies will help further the Permanent Supportive Housing project the City is currently working on.

In addition, the City endeavors to leverage federal funding with a number of State, local and private sources, including:

State of California

- \$4,130,888 from the State Affordable Housing and Sustainable Communities (AHSC) program for the Grand Gateway Transportation Infrastructure project to improve streets and sidewalks; and to provide ADA access, bike/pedestrian upgrades and transit improvements to the southern portion of the Washington neighborhood (Washington Target Area CT 101.01).

Local

- \$1,150,000 from the Sacramento Area Council of Governments (SACOG) Active Transportation Program funding for design and environmental review of an extension of the Sycamore Trail including a bike/pedestrian freeway overpass that links the low-income Glide/Evergreen Avenue neighborhood with schools, parks and other amenities to the south.
- \$1,100,000 as local match for the Sycamore Trail overpass design and environmental review.
- \$850,000 as local match for the Grand Gateway Transportation Infrastructure.
- \$20,000 for a portion of the cost of the Yolo County Homeless Coordinator position and a portion of overhead costs at the Fourth and Hope homeless winter shelter located in Woodland.
- \$200,000 to fund Downtown Streets Team program, a non-profit work experience program for homeless persons.
- \$70,536 for the City's full time Homeless Coordinator position providing outreach, referrals, and case management to persons experiencing homelessness and persons at-risk of homelessness.

Total leverage funds available in FY 2018/2019 = \$7,521,424

If appropriate, describe publically owned land or property located within the jurisdiction that may be used to address the needs identified in the plan

City-owned land could potentially be sold to a non-profit developer to support the construction of up to 85 units of permanent supportive housing for persons/families who are homeless or at-risk of homelessness.

Discussion

The City's federal Entitlement funds are only a portion of total funding allocated to serving the needs of low-income residents and neighborhoods. CDBG funds are allocated to projects where the funding can be used most efficiently, while more flexible funding sources are used for other critical service and infrastructure needs.

Annual Goals and Objectives

AP-20 Annual Goals and Objectives

Goals Summary Information

Sort Order	Goal Name	Start Year	End Year	Category	Geographic Area	Needs Addressed	Funding	Goal Outcome Indicator
1	Reduce the Incidence and Impact of Homelessness	2016	2020	Homeless			CDBG: \$625,295	Housing for Homeless added: 65 Household Housing Unit
2	Increase Compliance with Fair Housing Laws	2016	2020	Non-Homeless Special Needs		Affirmatively Further Fair Housing Compliance	CDBG: \$21,000	Public service activities other than Low/Moderate Income Housing Benefit: 20 Persons Assisted

Table 6 – Goals Summary

Goal Descriptions

1	Goal Name	Reduce the Incidence and Impact of Homelessness
	Goal Description	<p>As in most areas of the nation, homelessness is a significant concern in West Sacramento. In 2013, the City used a State CDBG planning grant to initiate a dialogue around the impacts of homelessness between stakeholders including City staff, homeless persons, law enforcement, local residents, community groups, faith-based organizations, business owners and social service agencies. Over a five month period, a Homeless Action Plan was developed that included four key objectives:</p> <ul style="list-style-type: none"> • Prevention and early intervention activities; • creating housing available to persons experiencing homelessness or at-risk of homelessness; • integration of supportive services with housing to help the homeless access and maintain permanent housing; and • implementation and financing plan for addressing homelessness. <p>The Homeless Action Plan was intended to be an 18-month effort to make an impact on homelessness in the community. Of the 24 action items in the plan, most were accomplished. However housing units available to, and affordable to, persons experiencing homelessness remains a significant need. The most recent HUD Homeless Census (2015) identified 60 unsheltered homeless persons in West Sacramento. Four units of permanent supportive housing were developed using State of California Neighborhood Stabilization Program (NSP) funds, but this is not nearly enough to address the need. Rental rates have escalated rapidly over the past two years and rental vacancy rates are very low. The most common comment heard during the citizen participation process was a need for Permanent Supportive Housing for persons with disabilities who are homeless or were recently homeless.</p>
2	Goal Name	Increase Compliance with Fair Housing Laws
	Goal Description	The City's fair housing program encourages compliance with Fair Housing law through outreach, counseling, education, testing and enforcement. Landlord/tenant dispute resolution endeavors to reduce the incidence of homelessness by avoiding unnecessary evictions.

Projects

AP-35 Projects – 91.220(d)

Introduction

The number one goal of the 2016-2020 Consolidated Plan is to reduce the incidence of homelessness and its impacts on the community and persons who are homeless or at-risk of homelessness. The goal was based on community concerns voiced during public outreach and public hearing sessions, in addition to data from the homeless count conducted by the local Continuum of Care, the Yolo County Homeless and Poverty Action Coalition (HPAC) on January 26, 2015. The 2015 homeless count identified 167 homeless persons living in West Sacramento on the night of the count. Nearly half (80) were “unsheltered”, meaning that they had spent the previous night in a location that is not meant for human habitation such as a car, a tent or outside. The remaining “sheltered” homeless (87) were living in transitional housing or receiving temporary assistance to live in a motel. There is no emergency shelter available in West Sacramento. During the time of the 2015 count, the City was coordinating with Yolo County and the Yolo County Housing Authority to provide temporary shelter and supportive services to 65 homeless individuals who had been living in camps along the river. This temporary pilot program, known as Bridge to Housing, provided temporary shelter from November 2014 through March 2015 and continued supportive services for up to a year to increase participants' ability to maintain their housing.

The HPAC conducted a new homeless count in January 2017. The number of homeless had increased slightly to 174 persons, of whom 87 were unsheltered.

The most common concern voiced throughout the 2018/2019 citizen participation process was the scarcity of housing affordable to, and available to, persons experiencing homelessness or those at-risk of homelessness. To address this concern, more affordable housing is needed. Particularly housing targeted to the lowest income levels that has few barriers to entry for persons who have poor credit or rental history, persons with disabilities, and persons suffering from substance abuse issues. Often, these populations may need ongoing supportive services to successfully attain and maintain a permanent housing situation.

Projects

#	Project Name
1	Permanent Supportive Housing Project
2	Fair Housing Services
3	General Administration and Planning

Table 7 - Project Information

Describe the reasons for allocation priorities and any obstacles to addressing underserved needs

West Sacramento has the highest percentage of chronically homeless individuals in Yolo County. Housing affordable to homeless, at-risk and extremely low-income persons is very limited and waiting lists are long. There are many barriers to housing including credit history, a history of evictions, criminal background, and the cost of rental and utility deposits. Homeless advocates encourage the development of low-barrier housing coupled with supportive services to promote successful maintenance of permanent housing. Mental health, healthcare and substance abuse treatment are critical to the success of many homeless persons.

Fair housing counseling and landlord/tenant dispute resolution services provide a complementary approach towards achieving the goal of reducing the incidence of homelessness. Resolving issues between vulnerable households and their landlords before they escalate to the point of an eviction can help many to maintain housing security.

AP-38 Project Summary
Project Summary Information

1	Project Name	Permanent Supportive Housing Project
	Target Area	
	Goals Supported	Reduce the Incidence and Impact of Homelessness
	Needs Addressed	Impact of Homelessness
	Funding	CDBG: \$625,295
	Description	Development of up to 65 units of permanent supportive housing with reduced barriers to entry targeted to persons who are homeless or at-risk of homelessness.
	Target Date	6/30/2020
	Estimate the number and type of families that will benefit from the proposed activities	The estimated number of persons/families that will benefit from the proposed activity is 65. The type of persons/families that will benefit from this activity are homeless persons/families or persons/families at-risk of homelessness.
	Location Description	The activities under this project will be undertaken within the south 1700-1800 block of West Capitol Avenue, north of Merkely Avenue.
	Planned Activities	The activities associated with this project include acquiring property and demoing the existing structures located on the property. Other possible activities include providing relocation services and off-site infrastructure improvements in support of the project.
2	Project Name	Fair Housing Services
	Target Area	
	Goals Supported	Increase Compliance with Fair Housing Laws
	Needs Addressed	Affirmatively Further Fair Housing Compliance
	Funding	CDBG: \$21,000
	Description	Public services funding will fund housing counseling, education, testing and tenant/landlord dispute resolution to reduce the incidence of discrimination and avoidable evictions.
	Target Date	1/31/2019
	Estimate the number and type of families that will benefit from the proposed activities	The estimated number of persons/families benefiting from this activity is 20. The type of persons/families benefiting from this activity is low/moderate income persons or families.
	Location Description	

	Planned Activities	The planned activity for this project includes funding a contract for fair housing services.
3	Project Name	General Administration and Planning
	Target Area	
	Goals Supported	
	Needs Addressed	
	Funding	CDBG; \$89,299
	Description	General administration of the CDBG program and planning activities associated with CDBG eligible activities.
	Target Date	
	Estimate the number and type of families that will benefit from the proposed activities	
	Location Description	
	Planned Activities	

AP-50 Geographic Distribution – 91.220(f)

Description of the geographic areas of the entitlement (including areas of low-income and minority concentration) where assistance will be directed

The 2016-2020 Consolidated Plan identified the Washington neighborhood (Census Tract 101.01) as a low-income area challenged with aging infrastructure, underutilized properties, derelict buildings, contaminated parcels (brownfields) and a lack of economic vitality. Fiscal year 2016/2017 CDBG funds were dedicated to the Washington Neighborhood Target Area. Fiscal year 2018/2019 funding is allocated to projects addressing citywide issues.

Geographic Distribution

Target Area	Percentage of Funds
Washington Neighborhood	0

Table 8 - Geographic Distribution

Rationale for the priorities for allocating investments geographically

2016/2017 CDBG funding allocated 100% of funding to the improvement of the River Walk Trail serving the Washington Neighborhood target area (Census Tract 101.01). In 2018/2019, 100% of funds are proposed for projects serving low-income persons, primarily those experiencing or at-risk of homelessness, on a citywide basis. Although persons experiencing homelessness are primarily found in the northern and eastern portions of West Sacramento, homelessness is a citywide issue and must be addressed across all geographic boundaries.

Discussion

Affordable Housing

AP-55 Affordable Housing – 91.220(g)

Introduction

Working families face a tradeoff between lower cost housing and living close to major employment centers. According to the Center for Housing Policy, households at low- and moderate income levels spend an average of 8% of their income on transportation; whereas very low-income spend an average of 12% and extremely low-income spend an average of 24% of income on transportation. The study's number one recommendation to improve the economic well-being of lower-income families is to consider housing and transportation together to ensure that affordable housing is situated near employment centers and transit nodes to reduce transportation costs and boost families' disposable income.

One Year Goals for the Number of Households to be Supported	
Homeless	65
Non-Homeless	0
Special-Needs	0
Total	65

Table 9 - One Year Goals for Affordable Housing by Support Requirement

One Year Goals for the Number of Households Supported Through	
Rental Assistance	0
The Production of New Units	65
Rehab of Existing Units	0
Acquisition of Existing Units	0
Total	65

Table 10 - One Year Goals for Affordable Housing by Support Type

Discussion

The 2018/2019 CDBG allocation will be used for land acquisition in the support of the development of up to 65 units of housing targeted to persons who are homeless or at-risk of homelessness.

AP-60 Public Housing – 91.220(h)

Introduction

There are two public housing projects in West Sacramento that are operated by the Yolo County Housing Authority: 76 family units at Las Casitas and 63 senior units at Riverbend Manor. The Yolo County Housing Authority administers Housing Choice Vouchers (formerly known as Section 8) in West Sacramento.

Actions planned during the next year to address the needs to public housing

The two public housing projects in West Sacramento, Las Casitas and Riverbend Manor, are located in the Washington neighborhood. Residents will benefit from completion of the River Walk Park Trail Extension funded in fiscal year 2016/2017 as it is located only a few blocks from the projects.

Actions to encourage public housing residents to become more involved in management and participate in homeownership

City housing staff participate in the Yolo County Housing Authority Family Self-Sufficiency (FSS) Program Coordinating Committee.

If the PHA is designated as troubled, describe the manner in which financial assistance will be provided or other assistance

Not applicable. HUD has designated the Yolo County Housing Authority as a high performing agency.

Discussion

AP-65 Homeless and Other Special Needs Activities – 91.220(i)

Introduction

As in most areas of the nation, homelessness is a significant concern in West Sacramento. In 2013, the City used a State CDBG planning grant to initiate a dialogue around the impacts of homelessness between stakeholders including City staff, homeless persons, law enforcement, local residents, community groups, faith-based organizations, business owners and social service agencies. Over a five month period, a Homeless Action Plan was developed that included four key objectives:

- Prevention and early intervention activities;
- creating housing available to persons experiencing homelessness or at-risk of homelessness;
- integration of supportive services with housing to help the homeless access and maintain permanent housing; and
- implementation and financing plan for addressing homelessness.

The Homeless Action Plan was intended to be an 18-month effort to make an impact on homelessness in the community. Of the 24 action items in the plan, most were accomplished. However housing units available to, and affordable to, persons experiencing homelessness remains a significant need. The most recent HUD Homeless Census (2015) identified 60 unsheltered homeless persons in West Sacramento. Eight units of permanent supportive housing were developed using State of California Neighborhood Stabilization Program (NSP) funds, but this is not nearly enough to address the need. Rental rates have escalated rapidly over the past two years and rental vacancy rates are very low. The most common comment heard during the citizen participation process was a need for Permanent Supportive Housing for persons with disabilities who are homeless or who recently became homeless.

Describe the jurisdictions one-year goals and actions for reducing and ending homelessness including

Reaching out to homeless persons (especially unsheltered persons) and assessing their individual needs

In 2018/2019, the City will:

- Employ a full-time City of West Sacramento Homeless Coordinator to conduct outreach, referrals to services, case management and housing search assistance for persons experiencing homelessness and those at imminent risk of homelessness.
- Continue to provide funding towards the full-time Yolo County Homeless Coordinator position.
- Work in coordination with the Downtown Streets Team (DST), a non-profit work experience program to address homelessness. Homeless persons who participate in the program will receive work readiness training, case management, and employment services. In addition, DST will host weekly success meetings to serve as a consistent check-in point for existing Team

Members, and as an entry point for people interested in joining the Team, and offer a venue to provide housing resources and job leads.

Addressing the emergency shelter and transitional housing needs of homeless persons

In 2018/2019 the City will:

- Continue to subsidize overhead costs at the Fourth and Hope Homeless Shelter (formerly the Wayfarer Center) located in Woodland, CA.
- Provide staff to participate in the Yolo County Homeless and Poverty Action Coalition (HPAC) which acts as the local Continuum of Care.
- Provide CDBG funds for the acquisition of vacant land or developed properties suitable for the development of up to 85 units of permanent supportive housing targeted to persons experiencing homelessness or at-risk of homelessness.

Helping homeless persons (especially chronically homeless individuals and families, families with children, veterans and their families, and unaccompanied youth) make the transition to permanent housing and independent living, including shortening the period of time that individuals and families experience homelessness, facilitating access for homeless individuals and families to affordable housing units, and preventing individuals and families who were recently homeless from becoming homeless again

The City has partnered with a non-profit affordable housing developer to develop housing affordable to, and available to homeless individuals and families, and homeless veterans and their families. During 2018/2019, the City anticipates to purchase vacant land or improved land suitable for the development of up to 85 units of permanent supportive housing.

Starting July 1, 2018, the City of West Sacramento will partner with Downtown Streets Team, a non-profit work experience program that uses a volunteer work experience model in which unhoused Team Members beautify their community in exchange for case management, employment services and a basic need stipend. The focus areas for the program will be along the West Capitol Avenue corridor and the River Walk Trail, which includes the Washington neighborhood.

The City's Homeless Coordinator works closely with service providers, primarily members of the Yolo County Homeless and Poverty Action Coalition (HPAC), the local Continuum of Care, to move homeless and at risk individuals and families into appropriate housing situations. The HPAC includes representatives from a wide array of service providers including: healthcare, mental health treatment, substance abuse treatment, financial assistance, food assistance, housing providers, the Veteran's Administration, schools and domestic violence/sexual assault assistance. These agencies work diligently to strengthen the housing stability of individuals and families in Yolo County.

In 2009, the City participated in a county-wide effort to apply for a HUD Homeless and Rapid Rehousing Program (HRRP) grant. The Yolo County program received accolades from HUD for its smooth implementation and success. The agency selected to lead the effort, the Yolo County Family Resource Center, continues to operate a Rapid Rehousing program in West Sacramento using ESG and other funding sources.

Friends of the Mission administers 7 beds of permanent supportive housing for formerly homeless that were developed using City of West Sacramento NSP3 funds received from the State of California. The Yolo County Housing Authority administers 2 units of permanent supportive housing for persons with mental disabilities in West Sacramento. Shores of Hope operates 11 units of transitional housing for unaccompanied, transitional aged youth.

Helping low-income individuals and families avoid becoming homeless, especially extremely low-income individuals and families and those who are: being discharged from publicly funded institutions and systems of care (such as health care facilities, mental health facilities, foster care and other youth facilities, and corrections programs and institutions); or, receiving assistance from public or private agencies that address housing, health, social services, employment, education, or youth needs.

In addition to the City's Homeless Coordinator noted above, the Yolo Family Resource Center (FRC) assists individuals and families to access the support and resources needed to encourage health, stability and self-sufficiency. The FRC operates a HUD funded Rapid-Rehousing program to help at risk individuals and families avoid becoming homeless. Shores of Hope provides employment counseling, and job training to extremely-low income persons. Member agencies of HPAC (the Continuum of Care) work closely with institutions to minimize the incidence of discharge into a homeless situation.

In addition, a portion of 2018/2019 CDBG funding will be allocated towards fair housing services that will include counseling and landlord/tenant dispute resolution services to provide a complementary approach towards achieving the goal of reducing the incidence of homelessness. Resolving issues between vulnerable households and their landlords before they escalate to the point of an eviction can help many to maintain housing security.

Discussion

AP-75 Barriers to affordable housing – 91.220(j)

Introduction:

The City's housing policies encourage the development of affordable housing and market rate housing. Development impact fees, environmental analysis, prevailing wage and conflicting requirements of the multiple funding sources needed to complete an affordable housing project result in escalating costs.

Actions it planned to remove or ameliorate the negative effects of public policies that serve as barriers to affordable housing such as land use controls, tax policies affecting land, zoning ordinances, building codes, fees and charges, growth limitations, and policies affecting the return on residential investment

The City's Zoning Ordinance includes zoning for multifamily development and allows for a density bonus to projects that create affordable and/or senior housing.

The City's Inclusionary Ordinance (Municipal Code Chapter 15.40) is a key component of the City's affordable housing strategy. The ordinance requires developers of rental units to make at least 5% of rental units in a project affordable to very-low income households at or below 50% AMI and 5% affordable to low-income households at or below 60% AMI for a period of 55 years. For-sale projects must make at least 10% of units affordable to low-income households at or below 70% AMI for 45 years. Since adoption in 2005, the policy has created 388 units of housing affordable to households at or below 50% of AMI (very-low income), 428 units affordable to households at or below 80% AMI (low-income at 80%) and 67 units affordable to households at or below 120% of AMI (moderate-income). This is a total of 883 long-term affordable units in eleven years. Developers may propose an alternative method of meeting an inclusionary requirement, such as the payment of an in-lieu fee which is placed in the Housing Trust Fund for affordable housing development. Approval of an alternative is solely at the discretion of the City. Since implementation in 2011, the City has used the Housing Trust Fund to provide financial assistance to developers to create 69 units of affordable rental housing at The Rivermark and 76 units at West Gateway Place phase 1.

The City's 2013-2021 Housing Element of the General Plan indicates that the City will implement the following actions:

- HE-PR-6.5: Encourage housing developers to include mobility-impaired accessibility into project design, review regulations and procedures for City funded or operated housing programs to ensure that they do not include policies that exclude participation by persons with disabilities, and include accessibility considerations in the preparation of the City's infrastructure financing for housing and for residential neighborhoods.
- HE-PR-6.6: The City will work with housing providers to ensure that special housing needs are addressed for seniors, large families, female-headed households, single-parent households with

children, persons with disabilities and developmental disabilities, homeless individuals and families, and farmworker families.

Discussion:

Despite the City's affordable housing policies, development of affordable housing is still a lengthy and costly process. With the State's elimination of Redevelopment Agencies in 2012, the City's resources to provide assistance to developers are far more limited than in past years. This is compounded by proposed reductions in funding for affordable housing at the federal level.

AP-85 Other Actions – 91.220(k)

Introduction:

The Vision of the City of West Sacramento includes a commitment to quality public schools, educational programs, and vibrant neighborhoods with a range of quality housing choices for all residents.

Actions planned to address obstacles to meeting underserved needs

The City is an active participant in the Yolo County Homeless and Poverty Action Coalition (HPAC), the local Continuum of Care. The HPAC is committed to creating and sustaining a comprehensive, coordinated and balanced array of human services for homeless and low-income individuals and families within Yolo County.

In November 2016, the citizens of West Sacramento voted to approve Measure E which enacted a sales tax to provide funding for education, trails, roads and homelessness. Measure E funds were made available for the first time in fiscal year 2017/2018. The City will use \$250,000 towards the salary of a full time homeless services coordinator and towards services assisting the homeless to locate suitable housing. In addition, the City will use \$200,000 to support the Downtown Streets Team program, a nonprofit work experience program that uses a volunteer work experience model in which unhoused Team Members beautify their community in exchange for case management, employment services and a basic need stipend. The focus areas for the program will be along the West Capitol Avenue corridor and the River Walk Trail, which includes the Washington neighborhood.

Actions planned to foster and maintain affordable housing

The need for affordable housing is escalating throughout the Sacramento Region. The City continues to seek resources and opportunities for the development of affordable housing through partnership with nonprofit and for-profit housing developers. Since 2005, the City's Inclusionary Ordinance has required developers of market rate housing to produce affordable units or pay in-lieu fees to the City's Housing Trust Fund for future affordable housing development. The City will continue to enforce inclusionary requirements to promote the development of affordable housing.

Actions planned to reduce lead-based paint hazards

When funding is available, the City will seek to reinstate the Owner-Occupied Housing Rehabilitation Program that made available funding for lead-based paint remediation.

Actions planned to reduce the number of poverty-level families

In 2016, the City was designated as an LRNG organization committed to engaging youth in mentorship and job experiences to ensure that they can develop their full potential in life and work. To prepare

youth to be competitive in the job market of the future, the City created the Summer Steps program that hired 18 interns from 11th grade through graduate school, for summer 2017. In addition to receiving real-world job experience, participants are required to complete a series of tasks that will lead to a certification that they can include with college or job applications. For example, interns in the Economic Development and Housing Department are required to attend a City Council meeting, Commission meetings, a Microenterprise business class and similar tasks that provide exposure to both City operations and the economic development and affordable housing career fields.

The City is working with Sacramento City College to match job training opportunities at the West Sacramento campus to business needs in the City. As noted above, Measure E will fund educational services including preschool, tuition-free college and college savings accounts for West Sacramento residents.

Actions planned to develop institutional structure

The City's 2013 Homeless Update study and resulting Homeless Action Plan identified a need for improved communication and coordination between the City, the County and stakeholders of the homeless services delivery system. With implementation of the Action Plan, the situation has improved, but the City will continue to strive for more effective solutions to the needs of homeless persons and persons at risk of homelessness.

Actions planned to enhance coordination between public and private housing and social service agencies

The City continues to be an active participant in the Yolo County Homeless and Poverty Action Coalition (HPAC) as it facilitates coordination between public and private housing and social service agencies serving lower-income and homeless individuals and families. The City's Homeless Coordinator acts as a liaison between the City's housing programs, the Police Department, Yolo County Department of Health and Human Services (H&HS) and other social service agencies. The Homeless Coordinator is co-located at the County's West Sacramento H&HS offices to expedite referrals to needed services and to coordinate service delivery.

Discussion:

The City is committed to ensuring that the Vision of West Sacramento is realized for residents from all income levels and backgrounds.

Program Specific Requirements

AP-90 Program Specific Requirements – 91.220(I)(1,2,4)

Introduction:

The City received a greater amount of Program Income throughout the 2016/2017 program year than what was initially anticipated, resulting in residual Program Income. This additional Program Income will therefore be reprogrammed for activities within the 2018/2019 program year. All CDBG funds are allocated to Low- and Moderate-Income Benefit projects. No funds are allocated to Urgent Need activities.

Community Development Block Grant Program (CDBG)

Reference 24 CFR 91.220(I)(1)

Projects planned with all CDBG funds expected to be available during the year are identified in the Projects Table. The following identifies program income that is available for use that is included in projects to be carried out.

1. The total amount of program income that will have been received before the start of the next program year and that has not yet been reprogrammed	0
2. The amount of proceeds from section 108 loan guarantees that will be used during the year to address the priority needs and specific objectives identified in the grantee's strategic plan.	0
3. The amount of surplus funds from urban renewal settlements	0
4. The amount of any grant funds returned to the line of credit for which the planned use has not been included in a prior statement or plan	0
5. The amount of income from float-funded activities	0
Total Program Income:	0

Other CDBG Requirements

1. The amount of urgent need activities	0
2. The estimated percentage of CDBG funds that will be used for activities that benefit persons of low and moderate income. Overall Benefit - A consecutive period of one, two or three years may be used to determine that a minimum overall benefit of 70% of CDBG funds is used to benefit persons of low and moderate income. Specify the years covered that include this Annual Action Plan.	80.00%

Attachments

Proposal to the City of West Sacramento CDBG Program Year 2018/19

Shores of Hope

The Impact of Rapid Re-Housing Services in West Sacramento

In the last five years, the average cost of a one-bedroom rental in the city of West Sacramento has increased from \$1,118 to \$1,489, an increase of 33% (Zillow.com). While rent has increased, the incomes of families in West Sacramento has remained stagnant, resulting in an increase in homelessness in the city of West Sacramento. According to the U.S Department of Housing and Urban Development's 2017 Point-In-Time Homeless count in Yolo County, the city of West Sacramento is the city in Yolo County with the largest homeless population (YoloCounty.org). Shores of Hope's response to homelessness has been to participate in a subcontract with Empower Yolo that allows Shores of Hope to be an agency that provides Rapid Re-Housing Services.

Rapid Re-Housing Services is an intervention where individuals experiencing homelessness or who are at risk of becoming homeless due to a financial crisis or other crisis, are able to seek a tailored package of assistance that will allow them to ensure long-term housing stability. This intervention addresses each family's housing barriers in order to help them return to permanent housing as quickly as possible thus decreasing their exposure to homelessness. Rapid Re-Housing typically consists of financial support based on specific qualifications/need that can help clients with funding for a deposit, first and last month's rent, and moving costs. Services include case management, assistance with rental applications, and the search for rental properties within each client's budget. Rapid Re-Housing is not for individuals who are chronically homeless, but focuses on preventing future incidences in families who need extra support (HUDexchange.info).

According to Shores of Hope's Rapid Re-Housing Coordinator, the majority of clients seek Rapid Re-Housing Services due to a financial crisis and seek supportive services due to a lack of knowledge and comprehension of current housing laws and rental market. The average rent for a

one-bedroom unit in the city of West Sacramento is \$1,489 per month according to Zillow.com. In order for a family to qualify for a one-bedroom unit, a family must earn two to three times the rent price, which would be approximately \$2,978-\$4,467 monthly. With the average monthly income of Shores of Hope's Rapid Re-Housing families falling short of \$1,600, these low-income households are left with only \$27.50 weekly for other vital expenses that include groceries, clothing, and utility bills after rent. This financial challenge prevents families from qualifying for housing, because not only do they not meet income requirements, but also these families cannot save part of their income for a security deposit. Without Rapid Re-Housing Services, homeless families become trapped into cycles of paying for motel rooms, which cost approximately \$1,200 monthly, leaving families with only \$99.75 weekly for all other expenses.

Shores of Hope's Rapid Re-Housing Program aims to benefit low-to-moderate income households that are unable to find permanent housing due to financial crisis in a manner that is as fast as possible in order to minimize the impact of homelessness, optimize financial self-sufficiency, and further fair housing opportunities (HUDexchange.com). Since July of 2017, Shores of Hope's Rapid Re-Housing Coordinator has served 87 clients, which is approximately thirty families, in the last six months. Out of the thirty families that were assisted, twelve families were placed into permanent housing. The thirty families consisted of five two-parent households, eleven individuals without children, and fourteen single-parent households. This data indicates that this population is predominantly single-parent households with an average of 2.3 children per family. In fact, the number of children served in this period exceeds the number of adults by 43%. Shores of Hope's Rapid Re-Housing Program has served 43 homeless children. The average income of each family is approximately \$1,599, which includes wages from employment, assistance from unemployment benefits, Social Security income, and CalWORKs support.

What services does Shores of Hope's Rapid Re-Housing Program provide to the community of West Sacramento?

Clients are referred to the Shores of Hope Rapid Rehousing Program by Yolo County Social Services, Yolo County Children's Alliance, and the City of West Sacramento's Homeless Coordinator, as well as by word-of-mouth through community members. Once in contact with

Shores of Hope's Rapid Re-Housing Coordinator, each family can set an appointment and can follow the Yolo Collaborative Homeless Housing procedure that is as follows:

- 1) **Preparation of assistance request package** - The preparation of assistance request package involves completion of the following documentation:
 - a. Yolo Collaborative Homeless Housing Program application
 - b. A current financial budget
 - c. A thorough explanation and completion of the Rules of Participation document
 - d. Consent forms from several homeless services agencies in Yolo County
 - e. HMIS Adult Intake Form for every adult and the child version for each dependent minor
- 2) **Presentation by Shores of Hope's Rapid Re-Housing Coordinator** - Every Tuesday, Shores of Hope's Rapid Re-Housing Coordinator presents new cases at Empower Yolo in Woodland to staff from Empower Yolo, Legal Services of Northern California, and Turning Point.
- 3) **Assessment** - After the preparation of the assistance request package and caseload presentation, an assessment is made by the participating agencies mentioned above. If approved, each family has up to one year to find permanent housing and can reapply for the following year if permanent housing was unavailable. At this time, Shores of Hope's Rapid Re-Housing Coordinator followed up with each family at least two-three times a month and based on each interaction can refer clients to a variety of resources in the community that include legal services, domestic violence support, and Smarty Program for Social Security Income when appropriate.
- 4) **Case Management** - Once placed into permanent housing, Shores of Hope's Rapid Re-Housing Coordinator provides each family with six months of case management. The goal of each case management meeting is to optimize client's self-sufficiency by reviewing the written plan and budget to retain permanent housing, and if needed, advocates for clients in planned interactions with property management.

Shores of Hope is currently funded for 0.3 FTE for Rapid Re-Housing Services, which only allows for 12.5 hours a week. Twelve hours and thirty minutes is not enough time for the services listed above. For our staff to have sufficient time to fully meet the needs of West

Sacramento with Rapid Re-Housing Services, an additional 0.7 FTE is required. This would create the necessary 1.0 FTE that would allow the Rapid Re-Housing Coordinator to fully serve families in need by providing the following services that we currently are unable to provide or provide to the level needed:

- Assist families in the search for rentals
- Support families when they meet with property managers
- Aid in the completion of rental applications
- Connect with local property managers to build a network of apartment complexes that would be viable homes for families
- Weekly home visits

This increase in face-to-face contact and home visits with each family would aid in the ability of the Rapid Re-Housing Coordinator to support clients through each step of the process, ultimately assuring the maintenance of permanent housing beyond the first six months after placement. If the community of West Sacramento was able to provide full-time Rapid Re-Housing Services, Shores of Hope predicts that every six months over 50 families would be able to meet with our Rapid Re-Housing Coordinator. This expansion of services would aid in reaching the Community Development Block Grant's goal to provide fair housing council, education, and financial support to low-income families.

The ability to serve more families would also insure that West Sacramento received its fair share of the \$237,403 that is available Yolo County wide for this year, through Empower Yolo's Grant. As of this time, six months into the fiscal year, all that has been received by West Sacramento families is approximately \$5,000 provided to 12 families.

About Shores of Hope

Shores of Hope has been consistently serving the homeless population in the City of West Sacramento since 1988. Not only does Shores of Hope serve the homeless community with Rapid Re-Housing Services, but also has a variety of other programs that aim to benefit the homeless population of West Sacramento.

- **Transitional Housing Program** - Shore of Hope's Transitional Housing Program is for young adults from the ages of 18-21 who are transitioning out of foster care. At this time, we can provide housing for up to eighteen youth with the following supportive services:
 - Case management
 - Job search/resume building
 - Support in pursuing higher education
 - Transportation
 - Food bank
 - Clothing closet
- **House for Homeless Victims of Crime** - Our House for Homeless Victims of Crime is a collaboration with Empower Yolo that is partnered with the Yolo County District Attorney's Office. This house provides emergency shelter for up to eight homeless victims of any crime for up to six weeks. Shores of Hope extends the services that we provide to our Transitional Housing Program mentioned above to this population as well.
- **Mail Service** - Shores of Hope provides a mail service to 30-40 homeless individuals at any given time, where they are able to have their mail sent to our office. We can hold their mail for up to 30 days, and clients can pick it up during normal business hours Monday through Friday.
- **Food Bank** - Shores of Hope participates in a food distribution every 3rd Thursday of the month and Raley's Food for Families twice a year. Our food bank receives donations from Raley's Supermarkets and Yolo County Food Bank. This service benefits the homeless population as well as low-to-moderate income households. We distribute groceries to approximately 30-80 people every month and 200 families for Raley's Food for Families twice a year.

Budget

	Shores of Hope	City of West Sac.	Total
Revenue			
Shores of Hope General Fund	\$ 5,000		
HUD ESG	\$ 15,000		
City of West Sacramento CDBG		\$ 38,350	
Total Revenue	\$ 20,000	\$ 38,350	\$58,350
Expenses			
	0.3 FTE	0.7 FTE	1 FTE
Rapid Re-Housing Coordinator Salary \$17 per hour plus OT	\$ 10,950	\$ 25,560	\$36,510
Fringe Benefits @ 25%	\$ 2,740	\$ 6,390	\$ 9,130
Mobile Phone	\$ 600		\$ 600
Millage	\$ 1,300		\$ 1,300
Office Supplies	\$ 800		\$ 800
Copier printing	\$ 310		\$ 310
Subtotal	\$ 16,700	\$ 31,950	\$48,650
Admin @ 20%	\$ 3,300	\$ 6,400	\$ 9,700
Total Expenses	\$ 20,000	\$ 38,350	\$58,350

Budget Narrative

Income

Shores of Hope General Fund

Shores of Hope currently contributes the value of approximately \$5,000 per year toward the Rapid Rehousing effort in office infrastructure including supplies, office space, reception, document copying, and phone expenses.

HUD ESG

Empower Yolo provides a \$15,000 per year subcontract to Shores of Hope from their State Emergency Solutions Grant. These are pass-through funds from the State Department of Housing and Community Development, who have received these funds from Federal HUD Hearth Act funds.

Request to the City of West Sacramento CDBG Program

We are requesting \$38,350 in funds from the City of West Sacramento CDBG Program to cover 0.70 FTE salary for a Rapid Rehousing Coordinator and expenses related to the position.

Expenses Requested for 0.70 FTE for Rapid Re-housing Coordinator

Salary and Wages

Salary is at a rate of \$17 per hour for a 0.70 FTE or 1,456 hours x \$17 total of \$24,752 and overtime that is often a requirement of the position at 31.7 hours or 31.7 x \$25.50 = \$808. Total salary and wages requested is \$25,560.

Employer Benefits

Employer Benefits including taxes, health and dental insurance, and worker's comp constitutes 25% of regular salary and overtime, for a total of \$6,390 adjusted for rounding.

Administration

The total amount of funds requested for salary and related expenses are \$31,950. 20% for administration is \$6,400 adjusted for rounding. This is the amount for fiscal administration, Executive Director Salary, insurance, office occupancy, and other administrative costs.

RESOLUTION 18-37**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST SACRAMENTO
ADOPTING THE 2018/2019 ANNUAL ACTION PLAN FOR THE COMMUNITY
DEVELOPMENT BLOCK GRANT PROGRAM**

WHEREAS, the City of West Sacramento (City) is eligible to receive Community Development Block Grant (CDBG) funds from the U.S. Department of Housing and Urban Development (HUD) as a federal Entitlement jurisdiction authorized under Title 1 of the Housing and Community Development Act of 1974, as amended under Title 1 of the Housing and Community Development Act of 1977 and the Cranston-Gonzalez National Affordable Housing Act of 1990; and

WHEREAS, per HUD regulations, the City must submit an Annual Action Plan to HUD that identifies funding allocations for the period of July 1, 2018 through June 30, 2019; and

WHEREAS, public hearings were conducted on January 24, 2018 and May 30, 2018 before the Economic Development and Housing Commission; and a public hearing was conducted on June 27, 2018 before the City Council to receive public comments on the development of the 2018/2019 Annual Action Plan per HUD regulations.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of West Sacramento hereby approves the following 2018/2019 funding allocations for federal CDBG Entitlement funds and program income funds:

Fair Housing Services	Not to exceed	\$21,000
Acquisition and demolition activities in support of permanent supportive housing	Not to exceed	\$625,295
General Administration	Not to exceed	\$89,299
Total CDBG funds approved:		<u>\$735,593</u>

NOW, THEREFORE, BE IT FURTHER RESOLVED that the City Council of the City of West Sacramento hereby:

1. Adopts the 2018/2019 Annual Action Plan for the federal CDBG program; and
2. Authorizes and directs the City Manager or his designee to execute any agreements, contracts or other documents required by HUD for submission of the Annual Action Plan; and
3. Authorizes and directs the City Manager or his designee to submit the 2018/2019 Annual Action Plan to HUD.

PASSED AND ADOPTED by the City Council of the City of West Sacramento on this 27th day of June, 2018, by the following vote:

AYES:

NOES:

ABSENT:

Christopher L. Cabaldon, Mayor

ATTEST:

Kryss Rankin, City Clerk

**2018 HUD INCOME LIMITS
YOLO COUNTY**

INCOME LIMIT	HOUSEHOLD SIZE							
	1 Person	2 Person	3 Person	4 Person	5 Person	6 Person	7 Person	8 Person
Extremely Low (30%)	\$17,500	\$20,000	\$22,500	\$25,100	\$29,420	\$33,740	\$38,060	\$42,380
Very Low (50%)	\$29,150	\$33,300	\$37,450	\$41,600	\$44,950	\$48,300	\$51,600	\$54,950
Low (80%)	\$46,600	\$53,250	\$59,900	\$66,550	\$71,900	\$77,200	\$82,550	\$87,850
2018 Yolo County Median Household Income \$85,100 Source: 2018 HUD Income Limits								

Proposal to the City of West Sacramento CDBG Program Year 2018/19

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Rapid Re-Housing Services is an intervention where individuals experiencing homelessness or who are at risk of becoming homeless due to a financial crisis or other crisis, are able to seek a tailored package of assistance that will allow them to ensure long-term housing stability. This intervention addresses each family's housing barriers in order to help them return to permanent housing as quickly as possible thus decreasing their exposure to homelessness. Rapid Re-Housing typically consists of financial support based on specific qualifications/need that can help clients with funding for a deposit, first and last month's rent, and moving costs. Services include case management, assistance with rental applications, and the search for rental properties within each client's budget. Rapid Re-Housing is not for individuals who are chronically homeless, but focuses on preventing future incidences in families who need extra support (HUDexchange.info).

According to Shores of Hope's Rapid Re-Housing Coordinator, the majority of clients seek Rapid Re-Housing Services due to a financial crisis and seek supportive services due to a lack of knowledge and comprehension of current housing laws and rental market. The average rent for a one-bedroom unit in the city of West Sacramento is \$1,489 per month according to Zillow.com. In order for a family to qualify for a one-bedroom unit, a family must earn two to three times the

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Shores of Hope's Rapid Re-Housing Program aims to benefit low-to-moderate income households that are unable to find permanent housing due to financial crisis in a manner that is as fast as possible in order to minimize the impact of homelessness, optimize financial self-sufficiency, and further fair housing opportunities (HUDexchange.com). Since July of 2017, Shores of Hope's Rapid Re-Housing Coordinator has served 87 clients, which is approximately thirty families, in the last six months. Out of the thirty families that were assisted, twelve families were placed into permanent housing. The thirty families consisted of five two-parent households, eleven individuals without children, and fourteen single-parent households. This data indicates that this population is predominantly single-parent households with an average of 2.3 children per family. In fact, the number of children served in this period exceeds the number of adults by 43%. Shores of Hope's Rapid Re-Housing Program has served 43 homeless children. The average income of each family is approximately \$1,599, which includes wages from employment, assistance from unemployment benefits, Social Security income, and CalWORKs support.

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- 4) **Case Management** - Once placed into permanent housing, Shores of Hope's Rapid Re-Housing Coordinator provides each family with six months of case management. The goal of each case management meeting is to optimize client's self-sufficiency by reviewing the written plan and budget to retain permanent housing, and if needed, advocates for clients in planned interactions with property management.

Shores of Hope is currently funded for 0.3 FTE for Rapid Re-Housing Services, which only allows for 12.5 hours a week. Twelve hours and thirty minutes is not enough time for the services listed above. For our staff to have sufficient time to fully meet the needs of West Sacramento with Rapid Re-Housing Services, an additional 0.7 FTE is required. This would create the necessary 1.0 FTE that would allow the Rapid Re-Housing Coordinator to fully serve

families in need by providing the following services that we currently are unable to provide or provide to the level needed:

- Assist families in the search for rentals
- Support families when they meet with property managers
- Aid in the completion of rental applications
- Connect with local property managers to build a network of apartment complexes that would be viable homes for families
- Weekly home visits

This increase in face-to-face contact and home visits with each family would aid in the ability of the Rapid Re-Housing Coordinator to support clients through each step of the process, ultimately assuring the maintenance of permanent housing beyond the first six months after placement. If the community of West Sacramento was able to provide full-time Rapid Re-Housing Services, Shores of Hope predicts that every six months over 50 families would be able to meet with our Rapid Re-Housing Coordinator. This expansion of services would aid in reaching the Community Development Block Grant's goal to provide fair housing council, education, and financial support to low-income families.

The ability to serve more families would also insure that West Sacramento received its fair share of the \$237,403 that is available Yolo County wide for this year, through Empower Yolo's Grant. As of this time, six months into the fiscal year, all that has been received by West Sacramento families is approximately \$5,000 provided to 12 families.

About Shores of Hope

Shores of Hope has been consistently serving the homeless population in the City of West Sacramento since 1988. Not only does Shores of Hope serve the homeless community with Rapid Re-Housing Services, but also has a variety of other programs that aim to benefit the homeless population of West Sacramento.

- **Transitional Housing Program** - Shore of Hope's Transitional Housing Program is for young adults from the ages of 18-21 who are transitioning out of foster care. At this time, we can provide housing for up to eighteen youth with the following supportive services:
 - Case management

- Job search/resume building
 - Support in pursuing higher education
 - Transportation
 - Food bank
 - Clothing closet
- **House for Homeless Victims of Crime** - Our House for Homeless Victims of Crime is a collaboration with Empower Yolo that is partnered with the Yolo County District Attorney's Office. This house provides emergency shelter for up to eight homeless victims of any crime for up to six weeks. Shores of Hope extends the services that we provide to our Transitional Housing Program mentioned above to this population as well.
 - **Mail Service** - Shores of Hope provides a mail service to 30-40 homeless individuals at any given time, where they are able to have their mail sent to our office. We can hold their mail for up to 30 days, and clients can pick it up during normal business hours Monday through Friday.
 - **Food Bank** - Shores of Hope participates in a food distribution every 3rd Thursday of the month and Raley's Food for Families twice a year. Our food bank receives donations from Raley's Supermarkets and Yolo County Food Bank. This service benefits the homeless population as well as low-to-moderate income households. We distribute groceries to approximately 30-80 people every month and 200 families for Raley's Food for Families twice a year.

Budget

	Shores of Hope	City of West Sac.	Total
Revenue			
Shores of Hope General Fund	\$ 5,000		
HUD ESG	\$ 15,000		
City of West Sacramento CDBG		\$ 38,350	
Total Revenue	\$ 20,000	\$ 38,350	\$58,350
Expenses	0.3 FTE	0.7 FTE	1 FTE
Rapid Re-Housing Coordinator Salary \$17 per hour plus OT	\$ 10,950	\$ 25,560	\$36,510
Fringe Benefits @ 25%	\$ 2,740	\$ 6,390	\$ 9,130
Mobile Phone	\$ 600		\$ 600
Millage	\$ 1,300		\$ 1,300
Office Supplies	\$ 800		\$ 800
Copier printing	\$ 310		\$ 310
Subtotal	\$ 16,700	\$ 31,950	\$48,650
Admin @ 20%	\$ 3,300	\$ 6,400	\$ 9,700
Total Expenses	\$ 20,000	\$ 38,350	\$58,350

Budget Narrative

Income

Shores of Hope General Fund

Shores of Hope currently contributes the value of approximately \$5,000 per year toward the Rapid Rehousing effort in office infrastructure including supplies, office space, reception, document copying, and phone expenses.

HUD ESG

Empower Yolo provides a \$15,000 per year subcontract to Shores of Hope from their State Emergency Solutions Grant. These are pass-through funds from the State Department of Housing and Community Development, who have received these funds from Federal HUD Health Act funds.

Request to the City of West Sacramento CDBG Program

We are requesting \$38,350 in funds from the City of West Sacramento CDBG Program to cover 0.70 FTE salary for a Rapid Rehousing Coordinator and expenses related to the position.

Expenses Requested for 0.70 FTE for Rapid Re-housing Coordinator

Salary and Wages

Salary is at a rate of \$17 per hour for a 0.70 FTE or 1,456 hours x \$17 total of \$24,752 and overtime that is often a requirement of the position at 31.7 hours or $31.7 \times \$25.50 = \808 . Total salary and wages requested is \$25,560.

Employer Benefits

Employer Benefits including taxes, health and dental insurance, and worker's comp constitutes 25% of regular salary and overtime, for a total of \$6,390 adjusted for rounding.

Administration

The total amount of funds requested for salary and related expenses are \$31,950. 20% for administration is \$6,400 adjusted for rounding. This is the amount for fiscal administration, Executive Director Salary, insurance, office occupancy, and other administrative costs.

MEETING DATE: June 27, 2018

ITEM # 17

SUBJECT:

UPDATE OF THE SEWER FUND, WATER FUND AND REFUSE FUND ANALYSIS AND RATE IMPLEMENTATION FOR FISCAL YEAR 2018/19 AND ADOPTION OF RESOLUTION 18-45 APPROVING RELATED BUDGET ADJUSTMENTS

INITIATED OR REQUESTED BY:

Council Staff

Other

REPORT COORDINATED OR PREPARED BY:

Nitish Sharma, Budget Manager



Roberta Raper, Director of Administrative Services

ATTACHMENT Yes No

Information

Direction

Action

OBJECTIVE

The purpose of this report is to present the annual financial information as of Fiscal Year 2017/18 for the Sewer Fund, Water Fund, and Refuse Fund, receive authorization to implement the proposed rate changes for FY 2018/19 and adopt related budget adjustments.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council:

1. Consider staff's report on the revenues and expenditures for Fiscal Year 2017/18 and projected revenues and expenditures for FY 2018/19;
2. Authorize no increase for sewer service charges despite the increase approved in Resolution 17-43;
3. Authorize the implementation of the approved rate increase for water service charges, pursuant to Resolution 17-43;
4. Authorize an adjusted rate increase that is less than that approved in Resolution 17-43 for refuse service charges;
5. Authorize the change in the authorized position list to add 1.0 FTE position in the Sewer Operating Fund (501) and 1.0 FTE and 0.5 FTE positions in the Water Operating Fund (506) in Fiscal Year 2018/19; and
6. Adopt Resolution 18-45 approving amendments to the Utility Fund budgets for FY 2018/19.

BACKGROUND

The City's enterprise utilities must generate sufficient revenues to maintain ongoing operations, meet financial obligations and City-issued long-term debt obligations, and cover the replacement, upgrade, and expansion of the infrastructure needed for current and future needs.

On July 20, 2016, the Council approved the execution of a new hauling contract with USA Waste of California, Inc. dba Waste Management (Waste Management) that took effect July 1, 2017. The contract includes the service rates that Waste Management will charge the City for providing services to residential and commercial customers.

On April 4, 2017, the City mailed notices to approximately 14,296 property owners as required per California Constitution Article XIID, otherwise known as Prop 218. The notice stated the maximum rates proposed for adoption that would be phased in over the next five years. The notice contained information on how a property owner could submit a written protest and information on the public hearing scheduled for May 24, 2017 and continued to June 14, 2017.

On June 14, 2017, the City Council approved Resolution 17-43, increasing the sewer, water, and refuse public utility rates. The rate increases adopted by the City Council are to be phased in over five years. For a typical residential customer who receives water, sewer, and refuse services, the impact is summarized in Table 1 for a flat rate water customer and Table 2 for a metered water customer, using the residential average of one thousand cubic feet per month (249 gallons per day).

Table 1 – Impact for Flat Rate Water Customer

		Approved				
		July 2017 (Current)	July 2018	July 2019	July 2020	July 2021
Water		\$42.05	\$44.15	\$47.48	\$53.85	\$59.23
	<i>Monthly Change</i>	\$2.75	\$2.10	\$3.33	\$6.36	\$5.38
Sewer Collection		\$9.88	\$10.13	\$10.38	\$10.63	\$10.95
	<i>Monthly Change</i>	\$0.28	\$0.25	\$0.25	\$0.25	\$0.32
Sewer Treatment* (Regional San)		\$36.00	\$37.00	\$38.00	\$38.50	\$39.00
	<i>Monthly Change</i>	\$1.00	\$1.00	\$1.00	\$0.50	\$0.50
Refuse**		\$25.14	\$26.15	\$27.19	\$28.28	\$29.41
	<i>Monthly Change</i>	\$4.29	\$1.01	\$1.05	\$1.09	\$1.13
TOTAL		\$113.07	\$117.43	\$123.05	\$131.25	\$138.59
	<i>Total Monthly Change</i>	\$8.32	\$4.36	\$5.63	\$8.20	\$7.33

* Sewer treatment is billed by the City but provided by the Sacramento Regional County Sanitation District (SRCSD). Treatment costs are subject to change during the five-year planning period

** Reflects 64-gallon refuse container

Table 2 – Impact for Metered Water Customer

		Approved				
		July 2017 (Current)	July 2018	July 2019	July 2020	July 2021
Water		\$33.72	\$42.32	\$45.39	\$48.27	\$48.91
	<i>Monthly Change</i>	\$8.17	\$8.60	\$3.07	\$2.88	\$0.64
Sewer Collection		\$9.88	\$10.13	\$10.38	\$10.63	\$10.95
	<i>Monthly Change</i>	\$0.28	\$0.25	\$0.25	\$0.25	\$0.32
Sewer Treatment* (Regional San)		\$36.00	\$37.00	\$38.00	\$38.50	\$39.00
	<i>Monthly Change</i>	\$1.00	\$1.00	\$1.00	\$0.50	\$0.50
Refuse**		\$25.14	\$26.15	\$27.19	\$28.28	\$29.41
	<i>Monthly Change</i>	\$4.29	\$1.01	\$1.05	\$1.09	\$1.13
TOTAL		\$104.74	\$115.60	\$120.96	\$125.68	\$128.27
	<i>Total Monthly Change</i>	\$13.74	\$10.86	\$5.36	\$4.72	\$2.59

* Sewer treatment is billed by the City but provided by the Sacramento Regional County Sanitation District (SRCSD). Treatment costs are subject to change during the five-year planning period

** Reflects 64-gallon refuse container

ANALYSIS

The utility rates approved by the City Council pursuant to the passing of Resolution 17-43 were based on the analysis of each utility fund developed as part of the rate study. Attachment 1 provides a complete report on each utility fund, methodology of rate development, and the impact on customers pursuant to the approval of the approved utility rates. Below is a summary of the financial plan and the proposed rate implementation of each utility fund: sewer fund, water fund, and refuse fund.

Sewer Enterprise Fund – Fund 501 (Operating), Fund 502 (Capital) and Fund 504 (Reserve)

The Sewer Enterprise Fund (operating, capital, and reserve) projected combined cash position for the FY 2017/18 is \$14.95 million. Of this amount, \$9.0 million is restricted for sewer capital improvement projects, \$4.0 million is reserve cash balance, and \$1.95 million is unrestricted fund balance (\$0.5 million operating fund and \$1.45 million in capital fund). The projected operating surplus for FY 2017/18 is \$0.13 million

The financial plan for the sewer fund for FY 2018/19 includes the following assumptions:

1. Revenue projections are based on the projected revenues for the current fiscal year of 2017/18.

2. One new full-time Maintenance Worker position in Fund 501 to assist with routine preventive operations and maintenance activities, including a system for scheduling regular maintenance and cleaning of the sanitary sewer system, with more frequent cleaning and maintenance targeted at know problem areas. The total cost of this new position is \$78,693 and it is included in each year beginning with FY 2018/19.
3. Debt service payments are based on the new bond proceeds amount of \$9.0 million.
4. Annual pay as you go contribution from the rate revenues of \$200,000 a year toward capital improvement projects.

Table 3 illustrates the financial plan and the impact on the operating surplus (deficit) and on the cash balance with no increase to the approved sewer rate increase for FY 2018/19. The minimal increase in revenues is related to minor increases in the non-rate and fee revenues. Attachment 2 provides a detailed analysis of the sewer operating fund with no rate increase for FY 2018/19 for the next five-year period.

Table 3: Sewer Operating Fund Plan with No Rate Increase for FY 2018/19

	Projected			Forecast		
	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23
Total Revenues	\$ 3,724,199	\$ 3,728,708	\$ 3,733,347	\$ 3,738,121	\$ 3,743,033	\$ 3,746,516
Total Expenses	3,598,300	3,585,076	3,746,030	3,825,068	3,909,933	3,965,356
Operating Surplus (Deficit)	125,899	143,632	(12,683)	(86,947)	(166,900)	(218,840)
Cash Balance Carryover	318,822	444,721	588,353	575,670	488,723	321,823
Cash Balance w/o Reserves	444,721	588,353	575,670	488,723	321,823	102,986
Cash Balance w/ Reserves	\$ 1,782,287	\$ 1,923,686	\$ 1,990,885	\$ 1,943,367	\$ 1,817,169	\$ 1,626,277

Table 4 illustrates the proposed impact on the operating surplus (deficit) with the implementation of the approved rates for FY 2018/19 only and no increases modeled for subsequent years. Attachment 3 provides a detailed analysis of the sewer operating fund with the rate increase approved for FY 2018/19 and no increases for subsequent years.

Table 4: Sewer Operating Fund with Rate Increase Approved for FY 2018/19

	Projected			Forecast		
	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23
Total Revenues	\$ 3,724,199	\$ 3,927,779	\$ 3,932,418	\$ 3,937,192	\$ 3,942,104	\$ 3,945,590
Total Expenses	3,598,300	3,585,076	3,746,030	3,825,068	3,909,933	3,965,356
Operating Surplus (Deficit)	125,899	342,703	186,388	112,124	32,171	(19,766)
Cash Balance Carryover	318,822	444,721	787,424	973,812	1,085,936	1,118,107
Cash Balance w/o Reserves	444,721	787,424	973,812	1,085,936	1,118,107	1,098,341
Cash Balance w/ Reserves	\$ 1,782,287	\$ 2,122,757	\$ 2,389,027	\$ 2,540,580	\$ 2,613,453	\$ 2,621,632

Table 5 illustrates the financial plan and the impact on the Sewer Capital Improvement Fund for the 5-year period. The sewer capital fund available revenues for the 5-year period, including Pay as You Go (PAYGo), do not change in either scenario (rate increase in FY 2018/19 vs. no rate increase in FY 2018/19). The increase in rates for FY 2018/19 provides additional revenues from the operating fund that can be used to meet future capital rehabilitation and replacement obligations. For example, in FY 2018/19, the additional capital fund revenues available under the “no rate increase model” is \$143,632; however, the additional capital fund revenues available under “rate increase model” for FY 2018/19 are \$342,703. Attachment 4 provides a detailed analysis of the capital improvement fund for FY 2017/18 through FY 2022/23.

Table 5: Sewer Capital Improvement Fund for FY 2017/18 through FY 2022/23

	Projected		Budget		Forecast	
	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23
Total Revenues	\$ 9,757,630	\$ 425,000	\$ 325,000	\$ 325,000	\$ 325,000	\$ 325,000
Total Expenses	4,044,016	5,707,438	1,526,271	2,055,431	2,701,227	-
Operating Surplus (Deficit)	5,713,614	(5,282,438)	(1,201,271)	(1,730,431)	(2,376,227)	325,000
Cash Balance Carryover	4,736,481	10,450,095	5,167,657	3,966,386	2,235,955	(140,272)
Cash Balance w/o Reserves	10,450,095	5,167,657	3,966,386	2,235,955	(140,272)	184,728
Cash Balance w/ Reserves	\$ 13,174,624	\$ 7,906,418	\$ 6,637,265	\$ 4,879,405	\$ 2,474,477	\$ 2,783,530

Staff Recommendation on Sewer Rate Increase Implementation for FY 2018/19

Staff is recommending NOT to implement the approved rate increase for FY 2018/19 due to the following reasons:

- **Operating Surplus:** The operating surplus projected for FY 2018/19 with no rate increases is \$143,632, even with the addition of a full-time Maintenance Worker position.
- **Cash Balance without Reserve Balance:** The cash position projected at the end of FY 2018/19 with no rate increases without the reserve cash balance is \$588,353, sufficient to mitigate any loss in revenues until next rate increase.
- **Cash balance with reserve balance:** The cash position projected at the end of FY 2018/19 with no rate increases with reserve balance is \$1.9 million. The cash balance provides adequate coverage of debt service payments for a full fiscal year.
- **Debt Service Coverage:** The debt service coverage for FY 2018/19 with no rate increase is projected at 2.34 percent; a cushion of 1.19 percent from the required coverage of 1.15 percent. This coverage meets all the covenants of the bonds as set forth in the sewer bond indentures. Attachment 10 provides a summary of the debt service coverage calculation for the Sewer Enterprise Fund.

Water Enterprise Fund – Fund 506 (Operating), Fund 507 (Capital and Debt) and Fund 509 (Reserve)

The Water Enterprise Fund (operating, capital, and reserve) projected combined cash position for FY 2017/18 is \$21.4 million. Of this amount, \$15.0 million is restricted for water capital improvement projects, \$4.0 million is reserve cash balance, and \$2.4 million is unrestricted fund balance (\$0.8 million operating fund and \$1.6 million in capital fund). The projected operating surplus for FY 2017/18 is \$82,668.

The financial plan for the water fund for FY 2018/19 includes the following assumptions:

1. Revenue projections are based on the projected revenues for the current fiscal year of 2017/18.
2. One new full-time Maintenance Worker position in Fund 506 to assist with the water meter maintenance program, replacement of installed meters, reading meters, and preventive repairs and maintenance of the meter system. The total cost of this new position is \$78,693 and is included in each year beginning with FY 2018/19.
3. New one-half time position in Fund 506 to assist with the water meter backflow program. The number of water meter with backflow devices have increased over the last several years. The current program has one-half time position managing the program.

4. Debt service payments are based on the new bond proceeds amount of \$15.0 million.
5. Annual pay as you go contribution from the rate revenues of \$1.5 million a year.

Table 6 illustrates the financial plan and the impact on the operating surplus (deficit) and on the cash balance with no increase to the approved water rates for the five-year period. The minimal increase in revenues is related to minor increases in the non-rate and fee revenues. Attachment 5 provides a detailed analysis of the Water operating fund with no rate increases for the next five-year period.

Table 6: Water Operating Fund Plan with No Rate Increase for FY 2018/19

	Projected			Forecast		
	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23
Total Revenues	\$ 13,119,092	\$ 13,124,126	\$ 13,129,261	\$ 13,134,498	\$ 13,139,840	\$ 13,145,289
Total Expenses	13,036,424	13,718,658	13,763,516	13,968,725	14,079,233	14,199,223
Operating Surplus (Deficit)	82,668	(594,532)	(634,255)	(834,227)	(939,393)	(1,053,934)
Cash Balance Carryover	742,050	824,718	230,186	(404,069)	(1,238,297)	(2,177,689)
Cash Balance w/o Reserves	824,718	230,186	(404,069)	(1,238,297)	(2,177,689)	(3,231,623)
Cash Balance w/ Reserves	\$ 1,279,353	\$ 685,500	\$ 133,079	\$ (688,359)	\$ (1,622,252)	\$ (2,670,632)

Table 7 illustrates the proposed impact on the operating surplus (deficit) with the implementation of the approved rates for FY 2018/19 only and no increase modeled for subsequent years. Attachment 6 provides a detailed analysis of the water operating fund with rate increase approved for FY 2018/19 and no additional rate increases for the five-year period.

Table 7: Water Operating Fund with Rate Increase Approved for FY 2018/19

	Projected			Forecast		
	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23
Total Revenues	\$ 13,119,092	\$ 14,013,237	\$ 14,018,372	\$ 14,023,609	\$ 14,028,951	\$ 14,034,400
Total Expenses	13,036,424	13,718,658	13,763,516	13,968,725	14,079,233	14,199,223
Operating Surplus (Deficit)	82,668	294,579	254,856	54,884	(50,282)	(164,823)
Cash Balance Carryover	742,050	824,718	1,119,297	1,374,153	1,429,036	1,378,755
Cash Balance w/o Reserves	824,718	1,119,297	1,374,153	1,429,036	1,378,755	1,213,932
Cash Balance w/ Reserves	\$ 1,279,353	\$ 1,574,611	\$ 1,911,301	\$ 1,978,974	\$ 1,934,192	\$ 1,774,923

Table 8 illustrates the financial plan and the impact on the Water Capital Improvement Fund for the 5-year period. The water capital fund available revenues for the 5-year period, including PAYGo, will have a negative impact if the future rate increases are not implemented. For example, in FY 2018/19, under the "no rate increase model" shown in Attachment 5, the impact on PAYGo capital revenues is a reduction of \$592,432; however, under the "rate increase model" shown in Attachment 6 for FY 2018/19, the PAYGo is fully funded at \$1.5 million and additional revenues of \$294,579 are available for other capital expenditures in the capital improvement plan. Attachment 7 provides a detailed analysis of the capital improvement fund for FY 2017/18 through FY 2022/23.

Table 8: Water Capital Improvement Fund for FY 2017/18 through FY 2022/23

	Projected		Budget		Forecast	
	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23
Total Revenues	\$ 18,732,370	\$ 2,025,000	\$ 2,025,000	\$ 2,025,000	\$ 2,025,000	\$ 2,025,000
Total Expenses	6,185,561	13,426,811	5,576,882	2,438,229	1,648,028	6,738,750
Operating Surplus (Deficit)	12,546,809	(11,401,811)	(3,551,882)	(413,229)	376,972	(4,713,750)
Cash Balance Carryover	4,075,634	16,622,443	5,220,632	1,668,750	1,255,521	1,632,493
Cash Balance w/o Reserves	16,622,443	5,220,632	1,668,750	1,255,521	1,632,493	(3,081,257)
Cash Balance w/ Reserves	\$ 20,191,517	\$ 8,815,318	\$ 5,181,602	\$ 4,755,584	\$ 5,127,056	\$ 407,752

Staff Recommendation on Water Rate Increase Implementation for FY 2018/19

Staff is recommending implementing the approved rate increase for FY 2018/19 due to the following reasons:

- **Operating Surplus (Deficit):** The operating deficit projected for FY 2018/19 is \$594,532 with no increase in rates for FY 2018/19. The increase in rates will provide an additional revenue of \$889,000 to mitigate any impact on the cash reserve balance and the annual PAYGo capital revenues.
- The increase in rate revenue will allow the City to add 1.5 full time equivalent positions to continue the implementation of the water meter conversion project, provide timely response to broken meters or meters with no read and support other preventive maintenance efforts to the water systems including water distribution system and backflow program.
- **Cash Balance without Reserve Balance:** The cash position projected at the end of FY 2019/20 with no rate increases without the reserve cash balance is a deficit of \$404,069, and with the reserve balance is \$133,079. This is not sufficient to mitigate any loss in revenues until next rate increase.
- **Cash balance with Reserve Balance:** The cash position projected at the end of FY 2018/19 with the rate increase with the reserve balance is \$1.6 million. The cash balance provides adequate coverage of debt service payments for a full fiscal year.
- **Debt Service Coverage:** The debt service coverage for FY 2018/19 with no rate increase is projected at 1.28 percent, a cushion of .13 percent from the required coverage of 1.15 percent. Although, the no increase in water rates meets the debt service coverage pursuant to the bond indenture, staff is recommending implementing water rate increase to provide adequate coverage (.30 percent) to mitigate against losses in water system revenues, including connection fees. Attachment 11 provides a summary of the debt service coverage calculation for the Water Enterprise Fund.

Refuse Enterprise Fund – Fund 511 (Operating)

The Refuse Enterprise projected cash position for FY 2017/18 is \$1.97 million. The current projected operating surplus for FY 2017/18 is \$66,968 and for FY 2018/19 is \$112,547.

The financial plan for the refuse fund for FY 2018/19 includes the following assumptions:

1. Revenue projections are based on the projected revenues for the current fiscal year of 2017/18.
2. Waste hauler expenses provided by Waste Management are projected to increase by 5.73% in FY 2018/19, primarily due to a substantial increase in the Organic Materials Processing fee and the Disposal Fee. The net increase included in the Refuse Fund model is capped at 4% while the difference of 1.73% is carried forward to future years. The contract with Waste Management allows an increase of up to 4% each year.
3. No increase in City staff administration costs, billing, or management of the refuse program in the next fiscal year.

Table 9 illustrates the financial plan and the impact on the operating surplus (deficit) and on cash balance from the implementation of the increase in rates. Attachment 8 provides a detailed analysis of the refuse fund for the next five-year period.

Table 9: Refuse Fund with Modified Rate Increase Approved for FY 2018/19

	Projected			Forecast		
	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	FY 2021/22	FY 2022/23
Total Revenues	\$ 8,542,493	\$ 8,697,667	\$ 8,902,311	\$ 9,239,776	\$ 9,590,366	\$ 9,954,600
Total Expenses	8,475,525	8,585,121	8,900,887	9,228,731	9,569,125	9,922,560
Operating Surplus (Deficit)	66,968	112,546	1,424	11,045	21,241	32,040
Cash Balance Carryover	1,900,174	1,967,142	2,079,689	2,081,113	2,092,158	2,113,399
Cash Balance Ending	\$ 1,967,142	\$ 2,079,689	\$ 2,081,113	\$ 2,092,158	\$ 2,113,399	\$ 2,145,439

Staff Recommendation on Refuse Rate Increase Implementation for FY 2018/19

Staff is recommending implementing the approved rate increase for the waste hauler portion only in FY 2018/19 due to the following reasons:

- Operating Surplus (Deficit): The operating surplus projected for FY 2018/19 is \$112,547. This balance accounts to match the projected refuse services costs with rate revenues. Staff is not proposing an increase in the City program support of the rate due to the fact that the costs are not projected to increase in FY 2018/19 and adequate operating surplus and cash balance are available in the no-increase model to mitigate any increases in the future.

Attachment 9 provides a detail of the proposed rate implementation for Fiscal Year 2018/19 by Sewer, Water and Refuse.

Other Policy Guidelines

The review of the fund analysis and staff recommendations will result in utility rates that sustain appropriate financing, planning, and development for existing and future customers. Attachment 1 provides a detailed list of principles followed to prepare a rate structure that will support the core functions of the sewer, water and refuse services.

Environmental Consideration

The actions recommended in the attached resolution are not subject to the California Environmental Quality Act (CEQA), pursuant to Public Resources Code Section 21080 (b)(8), since the activities proposed involve administrative and financial activities that do not constitute a project pursuant to CEQA.

Commission Recommendation

Not applicable

Strategic Plan Integration

Planning and providing for the City's future utility system needs is consistent with the City Council adopted "West Sacramento Vision 2020- Principals to Guide the Future," enhancing the following Principles: Vibrant Neighborhoods, Financially Sound City Government, and Comfortable Life Style Living. The actions under consideration would provide direction to implement utility rates that would ensure financially sound utility funds.

Alternatives

The City Council could approve the recommended action, amend the proposed rates for the sewer, water and refuse, or direct staff to prepare alternate analysis on the proposed rates.

Coordination and Review

This staff report was coordinated with the Public Works Department, City Attorney's Office, and City Manager's Office.

Budget/Cost Impact

The actions proposed in the attached resolution will ensure that sufficient financial resources are available to fund operations and maintenance of City provided utility services over the next five years; fiscal year 2018/19 through fiscal year 2021/22. Upon Council approval, staff will amend the Book of Fees for Sewer Service Charges, Water Service Charges and Refuse Service Charges pursuant to the rate adjustment recommended by staff as illustrated in Attachment 9 of this report. Each year, staff will present a financial plan to the Council before any adjustments to the approved rates are implemented. If the proposed rates are not adopted, the City may be required to scale back the capital rehabilitation and replacement expenditures and make necessary adjustments to operations and maintenance programs to fund anticipated shortfalls in the respective water, sewer and refuse funds. The proposed budget adjustments for FY 2018/19 are detailed in Exhibit A to proposed Resolution 18-45. There are sufficient ongoing funds, as shown the attachments to this staff report, to fund the proposed ongoing budget changes.

ATTACHMENTS

1. Utility Rate Analysis- Methodology used to develop the sewer, water and refuse rates
2. Sewer Operating Fund (501) Model: No Rate Increase in FY 2018/19
3. Sewer Operating Fund (501) Model: Rate Increase in FY 2018/19
4. Sewer Capital Improvement Fund Model (502): FY 2018/19 through FY 2022/23
5. Water Operating Fund (506) Model: No Rate Increase in FY 2018/19
6. Water Operating Fund (506) Model: Rate Increase in FY 2018/19
7. Water Capital Improvement Fund (507) Model: FY 2018/19 through FY 2022/23
8. Refuse Operating Fund (511) Model: Modified Rate Increase in FY 2018/19
9. Proposed Sewer, Water and Refuse Rates for FY 2018/19
10. Debt Service Coverage Calculation for Sewer Enterprise Fund
11. Debt Service Coverage Calculation for the Water Enterprise Fund
12. Resolution 18-45 Approving Amendments to the Utility Fund budgets for Fiscal Year 2018/19

UTILITY RATE ANALYSIS WATER, SEWER, AND REFUSE

The City of West Sacramento's (City) utility enterprise funds must generate sufficient revenues to maintain ongoing operations, meet financial obligations including City-issued long-term debt obligations, and cover the replacement, upgrade, and expansion of the infrastructure needed to meet current and future needs.

The City Council last approved adjusted rates for the water, sewer and refuse utilities on June 1, 2011. At that time, the utility rates adopted were in response to the negative fiscal impacts of the economic downturn and included implementation of cost reduction measures to minimize the increase. The increase did not include funding for new capital improvements or the funding of reserves. The current rate schedule for each of the utility funds is posted on the City website under Finance Division. A hard copy is also on file with the City Clerk's Office.

Water Rate Setting Principals

Municipal utility rates are established based upon generally accepted methodology or global principals. These include methods of determining revenue requirements, the cost of service analysis and rate design. Based on the Council direction, the following principles/guidelines have been used to design the water rates.

Generally Accepted Rate Setting Principles:

1. Ensure that rates are cost-based, equitable, and set at a level that meets the utility's full revenue requirement
2. Provide for stable revenue to adequately fund the utilities' financial, operating, and regulatory requirements
3. Establish rates at a level that provides certainty from year to year for the customers

Determining Revenue Requirements:

1. The revenue requirements can be calculated by using a cash-basis model or a utility-based model. In prior years, the City has used the cash-basis model for establishing the revenue requirements and setting rates. Under that cash-basis model, the total expenditures are calculated to determine the revenue requirement. The cash-basis approach will continue to be used in the current model. The revenue requirement calculation for the City is comprised of the following costs or expenses:
 - a. Total Operating Expenses: This includes personnel services, operation and maintenance of the water system, transfers out for services provided by other groups/funds, and taxes. Operations and maintenance includes supplies for the treatment plant, electricity, other materials and supplies and labor.
 - b. Total Debt Service Expenses: This includes the principal, interest and administrative charges on the outstanding water revenue debt. Two series of water revenue bonds were issued in the past that are still outstanding to fund capital projects.
 - c. Total Capital Expenses: This category is for capital expenditures related to expansion projects and some replacement and rehabilitation expenditures collected from the rates.

Cost of Services Analysis:

The City has classified expenditures by function. For example, water treatment, distribution, backflow, non-operating, capital expenditures, and debt service expenses are distinct functions. All the costs are tracked at the object code level, allowing the City to then determine the fixed costs vs. variable costs. Some of the items under fixed costs are for personnel services, debt service principal and interest payments, taxes and fees, small repairs and maintenance, and transfers out to support services department. The items under the variable costs are costs that change with the volume of water processed and provided to customers, including chemicals and electricity. This analysis of fixed versus variable costs has enabled the City to design a rate structure that will allow the City to meet the revenue requirements of the operations and maintenance and regulatory requirements.

Other Guiding Principles:

The following are list of other policies included in the Council's previous direction:

1. Incorporate a Reserve Policy, including:
 - a. *An operating reserve:* The City water utility earns most of its revenues, often more than half, from May through September. This causes a cash flow issue in other months where the total operating

expenditures exceed the cash receipts. In order to minimize the cash flow issue, the current rate design will have a 180-day reserve (unrestricted fund balance) guideline established. The 180-day reserve is consistent with the recommendations from the rating agencies.

- b. *A capital reserve*: The purpose of Capital Reserves is analogous to Operating Reserves. Capital Reserves are intended to provide working capital liquidity for making capital expenditures. Providing adequate funding for Operating Reserves is the next highest priority after the target balance is met for the Operating Reserve¹. The amount of reserves needed for the Capital Reserve varies widely as an industry practice. We recommend limiting the target balance to provide working capital for projects that are funded from rate revenue only. To provide working capital so that sufficient funds are available to pay contractors so that work can proceed without delay, we recommend a minimum target balance equal to an average annual capital expenditure based on the PAYGo projects projected over the coming five years.
 - c. *A budget stabilization fund reserve*: Stabilization Reserves help manage risks associated with revenue shortfalls due to unusually low water sales during climatic extremes. Stabilization Reserves are another form of Operating Reserve that can be funded from years of surplus revenue, which can be retained until needed. Because Stabilization Reserves are used to reduce the need for rate increases during periods of low water use (e.g., drought conditions), they should not be funded with rate increases. Instead, they should be funded from operating surpluses or non-rate revenue.
2. Implement a Water Meter Program: The City is at approximately 80% completion on installation of water meters. The City will commence the process of converting customers from flat rate to metered rate upon the adoption of the rate plan.
 3. Phase out and/or modify the Measure K Credit in the Water Fund: Staff presented a Measure K report to Council on the phasing out of the Measure K credit. The new rate design will account for phasing out of the Measure K credit as customers are turned from flat rate to metered rate. The commercial customers will have their portion of Measure K credit phase out during the first year of the new rate plan. Staff will recommend an allocation of Measure K funds for customers who may need some subsidy on their utility rates. The subsidy will not be passed on to other rate payers.
 4. Create capacity for new debt proceeds: the current rate plan assumes the issuance of new debt to fund capital projects, including immediate repairs or rehabilitation.
 5. Identify rehabilitation and replacement capital projects: The new rate design includes an ongoing contribution from the rate revenues for capital projects not funded through other financing sources. This amount will be consistent with the current contributions from the rates.
 6. Establish new rate structure: The rate design will result in adjustments to the current fixed charges and variable charges. The new rate design will tie most of the fixed charges and some base level commodity charges to ensure the fixed costs are covered each period. This methodology will help the water utility fund ensure that the regulatory requirements (debt service coverages) are met all the time and the water system is operating and functioning properly.

As directed by Council, these guidelines have allowed staff to design a comprehensive water rate model and also to incorporate policies into the water utility fund master plan.

Water, Sewer, and Refuse Fund Analysis

Staff prepared the draft master plans in coordination with data from the General Plan 2035 process. The draft master plans are included as key reference documents for more detailed information on the rate setting process. Copies of the draft water and sewer plans are available on the City's Community Development website for public

¹ Projects funded from rate revenue are sometimes referred to as "pay-as-you-go" or "PAYGo" projects. By contrast, debt-funded projects are "pay-as-you-use" projects.

review. The master plans and the approved waste hauler contract information were used to develop the proposed rate adjustment in each of the utility funds.

Under the current economic conditions, it is imperative to develop a utility rate system that sustains appropriate financing, planning, and development for existing and future customers. Staff initiated the master plan updates and FY 2016/17 Financial Plan contained therein ("Financial Plan"), in accordance with the current economic conditions and the guiding principles presented to the Council. The goals of the Financial Plan include the following:

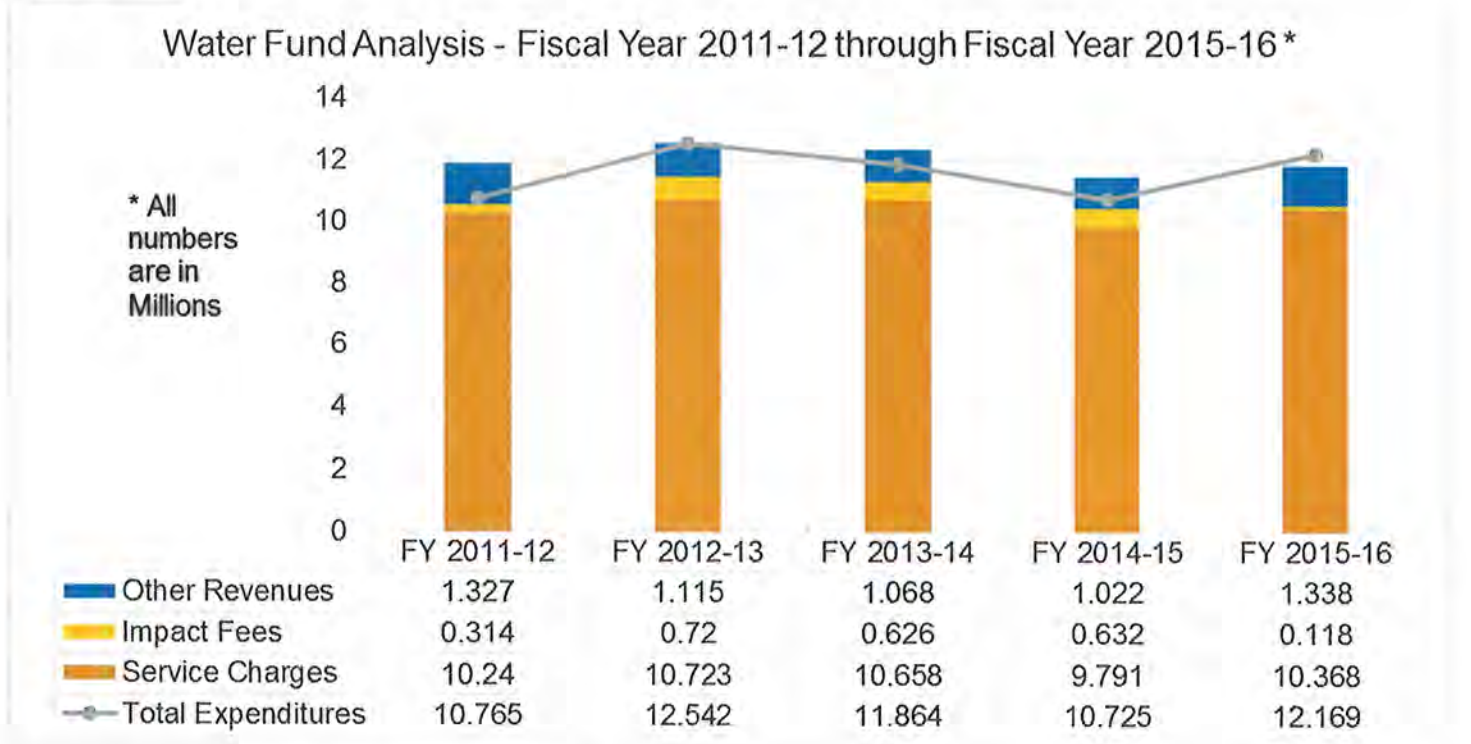
- Develop utility rates based on the rate setting principles for each utility fund;
- Establish cost reduction measures and new technologies to minimize the impact to rate payers;
- Develop utility rate scenarios, as deemed necessary, to eliminate or reduce the annual operating deficit in each utility fund; and
- Conduct comprehensive regional utility rate comparisons.

What follows is a summary of the Finance Plan analysis for each fund.

Analysis of the Water Fund from Fiscal Year 2011/12 through Fiscal Year 2015/16

In FY 2015/16, the net fund balance in the Water Operating Fund, Capital and Debt Fund, and Water Reserve Fund were \$812,000, \$1,287,000, and \$4,051,000 respectively. The current rates adopted by the Council were based on cost cutting measures including the deferral of some capital investments due to the economic downturn and a slight increase in water rates. During the last few years, the water revenues were impacted by water saving measures mandated due to the severe drought. Below is a chart of the water fund since the last rate adoption.

Table 1



Factors Used to Develop the Water Rate Model

The development of the water rate model included a number of factors described below. These factors were used to calculate the net revenue requirement in each fiscal year.

Table 2

Final Budget Projected

	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
Factors					
a. General inflation	per Budget	2.9%	2.9%	2.9%	3.2%
b. Salary/wage cost increases	per Budget	3.7%	3.1%	3.1%	1.0%
c. Benefit cost increases	per Budget	5.0%	5.0%	5.0%	5.0%
d. Utility cost increases	per Budget	4.0%	4.0%	4.0%	4.0%
e. Purchased water cost increases	per Budget	2.0%	2.0%	2.0%	2.0%
f. Interest of Reserve Balance	per Budget	1.0%	1.0%	1.0%	1.0%
g. Flat Rate Meter Phase-out	100%	75.0%	50.0%	25.0%	0.0%
h. Growth in Residential Accounts	3.0%	3.0%	3.0%	3.0%	3.0%
i. Growth in Commercial Accounts	1.0%	1.0%	1.0%	1.0%	1.0%
j. Change in Water Use per Residential Customer	0.0%	-3.0%	-3.0%	-3.0%	-3.0%
k. Residential Avg. Monthly Water Use (ccf)	11.0	10.7	10.3	10.0	9.7
l. Annual PAYGo Expenditures	\$0.854 Mil	\$1.5 Mil	\$1.5 Mil	\$1.5 Mil	\$1.5 Mil

Other factors used in the development of the water rates include the elimination of the Measure K credit for the commercial accounts in the first year of the adopted water rates. For residential customers, the Measure K credits will phase out as customers are transitioned from the flat rate to the metered rate. The current model assumes more than 2,000 flat rate customers to be switched to the metered rate each year. The water model assumes that the City will fully implement the water meter retrofit by December 2018 and bill all customers based on the metered rate by the beginning of calendar year 2020. In addition, the current model does not include any of the substantial costs related to the water contract negotiations other than what is in the current budget (\$275,000). The City has three surface water rights: Appropriative Water Right with State Water Resource Control Board, North Delta Water Agency Contract, and the Central Valley Project (CVP) contract with the United States Bureau of Reclamation (USBR). The USBR contract needs to be renegotiated and a new contract has to be finalized by July 2019. Staff will begin initiating contract negotiations in the near future as it is estimated to be a two-year process to complete the negotiations. The outcome of these negotiations may have an impact on the current rate proposal.

Table 3 below shows the net revenue requirements in each fiscal year based on the current adopted rate revenues and the factors as described above in Table 2.

Table 3

	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
Personnel	\$2,396,302	\$2,495,378	\$2,588,713	\$2,685,741	\$2,749,687
O&M	\$2,037,544	\$2,105,577	\$2,175,942	\$2,248,719	\$2,327,995
Capital Outlay	\$6,100	\$6,277	\$6,459	\$6,646	\$6,859
Taxes/Payments to Other Agencies	\$571,000	\$582,542	\$594,317	\$606,332	\$618,636
Transfer Out	\$1,247,923	\$1,284,113	\$1,321,352	\$1,359,671	\$1,403,181
Pay as You Go Projects	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000	\$1,500,000
Debt Service	\$4,369,400	\$4,369,400	\$4,369,400	\$4,369,400	\$4,369,400
Non-rate and Fee Revenues	\$154,500	(\$158,981)	(\$163,591)	(\$168,335)	(\$173,722)
Net Revenue Requirement	\$11,973,769	\$12,184,306	\$12,392,592	\$12,608,175	\$12,802,035

A total of \$33.1 million in capital improvement projects were identified in the Water Master Plan, including a \$3.0 million contribution towards the construction of the new Corporation Yard. Staff is proposing to fund the capital with a combination of funding sources including an annual pay as you go from rate revenues of \$1.5 million per year and an issuance of bond proceeds for either \$10.0 million, \$15.0 million, or \$20.0 million.

Below is a summary of the funding for the capital improvement plan for the next five years.

Table 4

Sources	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21	Total
Connection Fees Developer	40,000	40,800	41,616	42,448	43,297	208,162
Contributions	50,000	50,000	50,000	50,000	50,000	250,000
PAYGo Proceeds	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	7,500,000
Earned Interest	32,658	20,885	21,993	23,113	24,244	122,894
Total Revenue Available for CIP	1,622,658	1,611,685	1,613,609	1,615,561	1,617,541	8,081,055
Uses						
Total Capital Improvement Plan Requests	10,226,425	13,335,583	5,520,141	2,405,208	1,620,176	33,107,533
Total Available	(8,603,767)	(11,723,898)	(3,906,532)	(789,647)	(2,635)	(25,026,478)
Bond Proceeds						
Scenario 1: \$10 million		10,000,000				(15,026,478)
Scenario 2: \$15 million		15,000,000				(10,026,478)
Scenario 3: \$20 million		20,000,000				(5,026,478)

The net revenue requirement for each year after the accounting of the debt proceeds of \$10 million, \$15 million, or \$20 million are shown in the table below.

Table 5

	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
Scenario 1: Debt Proceeds at \$10.0 Million	\$11,973,769	\$12,446,056	\$12,917,992	\$13,114,700	\$13,308,635
Scenario 2: Debt Proceeds at \$15.0 Million	\$11,973,769	\$12,573,431	\$13,172,742	\$13,369,450	\$13,563,385
Scenario 3: Debt Proceeds at \$20.0 Million	\$11,973,769	\$12,609,500	\$13,244,880	\$13,441,588	\$13,635,523

Under each scenario, the total operations and maintenance expenses, debt service expenses, and annual capital contribution of \$1.5 million is included in the model. The model also ensures that the water rate revenues meet the required debt covenants for the existing debt obligations. The difference in each scenario is the amount of debt service payments that are included to fund the remainder of the capital improvement plan.

Scenario 1: Debt Proceeds at \$10 million

This scenario has the least impact on the rate payers. The available CIP funds are adequate for staff to deliver the projects in the five-year period. However, this scenario does create a substantial gap (\$15 million) between the planned CIP and available revenues. This model also creates a greater risk for unforeseen capital improvements not included in the five-year funding plan and increases the cost of repairs and maintenance due to deferred maintenance. This scenario also creates a substantial rate increase in the future years that may not be bearable to the rate payers.

Scenario 2: Debt Proceeds at \$15 million

Under this scenario, the annual depreciation of \$4.4 million is fully funded. In addition, the available funding for capital is \$22.5 million, which is an adequate amount for staff to manage and deliver in the next five years. This scenario also allows staff to present a nominal rate adjustment in the event that the current projected costs are

substantially higher than programmed. The downside of this scenario is that approximately \$10.0 million of planned CIP in the next five years may be deferred if there are no other increases in revenues or savings in the Operations and Maintenance Fund.

Scenario 3: Debt Proceeds at \$20 million

Under this scenario, the total available for the capital plan is \$27.50 million with \$20 million in bond proceeds and \$7.5 million in PAYGO expenses. This allows the City to fund almost all of the planned capital at lesser rate increases in future years and a greater certainty of keeping the capital reserve balance fully funded. The downside of this model is that a significant increase to the adopted rate will be required. In addition, this scenario may cause an additional rate increase in the event of the current projected expenses being substantially higher than actual.

Below is a summary of a typical customer bill for residential and commercial under each scenario.

Residential 3/4" Meter (Flat)

Sample Bill

Scenario	Current	May 2017	July 2018	July 2019	July 2020	July 2021
1	\$39.30	\$41.27	\$43.33	\$46.63	\$52.97	\$58.27
2	\$39.30	\$42.05	\$44.15	\$47.48	\$53.84	\$59.23
3	\$39.30	\$42.44	\$44.57	\$47.90	\$54.28	\$59.71

Residential 3/4" Meter (\$11/CCF)

Sample Bill

Scenario	Current	May 2017	July 2018	July 2019	July 2020	July 2021
1	\$28.11	\$34.80	\$43.54	\$46.86	\$49.86	\$50.59
2	\$28.11	\$35.29	\$44.21	\$47.54	\$50.67	\$51.34
3	\$28.11	\$35.64	\$44.49	\$47.93	\$51.05	\$52.09

Commercial 1" Meter (\$107/CCF)

Sample Bill

Scenario	Current	May 2017	July 2018	July 2019	July 2020	July 2021
1	\$234.83	\$253.20	\$280.25	\$285.30	\$291.44	\$297.59
2	\$234.83	\$257.91	\$285.10	\$291.23	\$296.31	\$300.99
3	\$234.83	\$260.27	\$287.53	\$293.66	\$298.75	\$306.64

Staff is recommending the Scenario 2 rate model due to the fact that the increase in customer rates are moderate. This scenario allows the City to ensure the revenues from the transition of flat rate customers to metered rates are received as projected in the model. In the event that the customers are using less than 11 ccf of water as modeled, the City has options to reduce the annual capital contribution of \$1.5 million and revisit the rate model. In addition, the current CIP does not account for any grants or contributions from other agencies. The City has a history of securing grants (for example: American Recovery and Reinvestment Act Grant) that have helped with some of the major capital projects. The City will continue to seek grants for some of the capital needs. Also, the City has been implementing and/or testing new technologies to reduce operations and maintenance costs. Examples include online bill pay, electronic billing, smart meters to detect water leaks, and meter readings remotely. The implementation of these programs will allow the City to transfer surplus in the operating funds to the budget stabilization fund. The budget stabilization fund can be used for CIP or to manage costs that are higher than budgeted.

Council Action: The City Council approved Scenario 2 with a total debt issuance of \$15.0 million for the Water Enterprise Fund on June 14, 2017 pursuant to the adoption of the Resolution 17-43.

Water Rebate Program

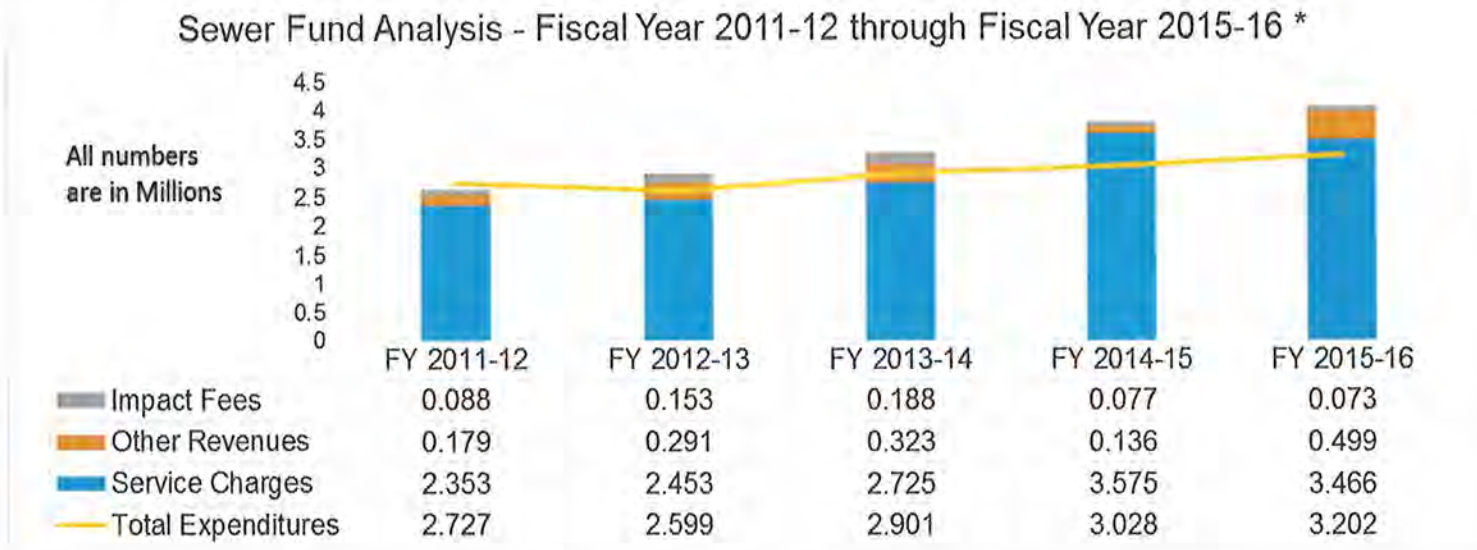
Staff is proposing the Council adopt a rebate program for low income household to be funded from the Measure K revenues for residential customers. The total rebate per month will not be greater than the \$3.00 current

Measure K amount. A customer will have to qualify for the low-income credit under the Regional San program in order to request the City to issue a water rate credit.

Sewer Fund

Analysis of the Sewer Fund from Fiscal Year 2011/12 through Fiscal Year 2015/16

Table 6



In FY 2015/16, the net fund balance in the Sewer Operating Fund, Capital and Debt Fund, and Sewer Reserve Fund were \$932,000, \$5.6 million, and \$2.1 million, respectively. The current rates adopted by Council were based on cost cutting measures including deferring some capital investments due to the economic downturn and a slight increase in sewer rates. Below is a chart of the sewer fund since the last rate adoption.

Factors Used to Develop the Sewer Rate Model

The development of the sewer rate model included a number of factors that are described below. These factors were used to calculate the net revenue requirement in each fiscal year.

Table 7

Factors	Budgeted	FY	Projected		
	FY		FY	FY	FY
	2016/17	2017/18	2018/19	2019/20	2020/21
a. General inflation	per Budget	2.9%	2.9%	2.9%	2.9%
b. Salary-wage cost increases	per Budget	3.7%	3.7%	3.7%	3.7%
c. Benefit cost increases	per Budget	5.0%	5.0%	5.0%	5.0%
d. Utility cost increases	per Budget	4.0%	4.0%	4.0%	4.0%
e. Interest of Reserve Balance	per Budget	1.0%	1.0%	1.0%	1.0%
f. ENR CCI 20 city average		2.9%	2.9%	2.9%	2.9%
g. Growth in accounts - Residential		3.0%	3.0%	3.0%	3.0%
h. Growth in accounts - Non-Residential		1.0%	1.0%	1.0%	1.0%
i. Change in Wastewater Flow		2.0%	2.0%	2.0%	2.0%
j. Multifamily Rates as % of SF Rates		60%	75%	75%	75%
j. Annual PAYGo		\$1.0 Mil	\$1.0 Mil	\$1.0 Mil	\$1.0 Mil
k. Annual Bond Proceeds			\$5.0 Mil		

The table below shows the net revenue requirements in each fiscal year based on the current adopted rate revenues and the factors as described above in Table 7.

Table 8

Description	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
Personnel	\$1,000,416	\$1,041,870	\$1,085,079	\$1,130,120	\$1,177,072
O&M	\$512,515	\$534,307	\$557,138	\$581,064	\$606,141
Capital Outlay	\$60,000	\$61,740	\$63,530	\$65,373	\$67,269
Taxes/Payments to Other Agencies	\$5,000	\$5,145	\$5,294	\$5,448	\$5,606
Transfers	\$922,989	\$949,756	\$977,299	\$1,005,640	\$1,034,804
Capital Projects	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000	\$1,000,000
Debt Service	\$207,000	\$337,381	\$473,256	\$352,506	\$352,506
Non-Rate and Fee Revenues	(\$151,086)	(\$155,467)	(\$159,976)	(\$164,615)	(\$169,389)
Net Revenue Requirement	\$3,707,920	\$3,930,199	\$4,161,596	\$4,140,151	\$4,243,398

Below is a sample bill for sewer services for a single-family dwelling unit (residential customer).

Residential - Single Family Dwelling Unit

	Current	May 2017	July 2018	July 2019	July 2020	July 2021
Sewer Collection	\$9.60	\$9.88	\$10.13	\$10.38	\$10.63	\$10.88
<i>Increase</i>		\$0.28	\$0.25	\$0.25	\$0.25	\$0.25

A sample bill for commercial customer is illustrative below based on 107 Hundred Cubic Feet (HCF) winter average.

Commercial Customer

107 HCF Winter Average

Sewer Collection	Current	May 2017	July 2018	July 2019	July 2020	July 2021
Fixed Rate		\$5.00	\$5.10	\$5.20	\$5.30	\$5.40
Rate per HCF	\$2.91	\$2.96	\$3.01	\$3.06	\$3.11	\$3.16
Total use cost	\$311.37	\$316.72	\$322.07	\$327.42	\$332.77	\$338.12
Total Sewer	\$311.37	\$321.72	\$327.17	\$332.62	\$338.07	\$343.52
<i>Increase</i>		\$10.35	\$5.45	\$5.45	\$5.45	\$5.45

Due to the minimal rate increase in the sewer rates, staff is recommending the proposed rates as stated above.

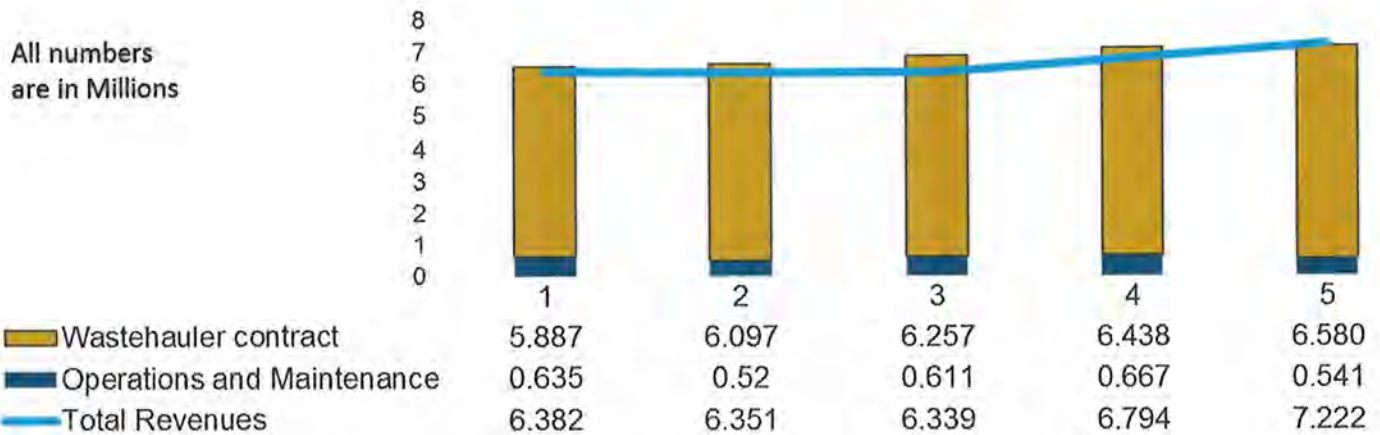
Council Action: The City Council approved Scenario 2 with a total debt issuance of \$5.0 million for the Sewer Enterprise Fund on June 14, 2017 pursuant to the adoption of the Resolution 17-43. The action bond issuance was \$9.0 million, an increase of \$4.0 million, to fund the gap in the Washington Infrastructure Project. Increase in bond issuance resulted in a decrease in the annual pay as you go amount (from \$1.1 million to \$.2 million).

Refuse Fund

The Refuse fund has been operating in a deficit for the last several years. The previous adopted rate studies had a lower rate for customers than the charges from the waste hauler. The difference was made up by the franchise fee revenues and cash balance on hand. Below is a chart of the refuse fund financial analysis over the last five years.

Table 9

Refuse Fund Analysis
Fiscal Year 2011-12 through Fiscal Year 2015-16 *



Factors used to develop refuse rates

On July 20, 2016, the City Council approved a new waste hauler contract with Waste Management Incorporated. Staff presented a refuse rate setting process including principles, revenue requirements, and rate design to the Council. Below are the factors used to develop the refuse rates based on the contract approved by the City Council.

Factors		Budgeted	Projected			
		FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
a.	Waste Hauler Contract	per Budget	Contract Base Amount	4%	4%	4%
b.	City Contract Management and Billing Costs	per Budget	3%	3%	3%	3%

The table below shows the net revenue requirements in each fiscal year based on the current adopted rate revenues and the factors as described above.

Description	FY 2016/17	FY 2017/18	FY 2018/19	FY 2019/20	FY 2020/21
Waste Hauler Contract	\$7,174,607	\$8,025,003	\$8,346,003	\$8,679,843	\$9,027,037
City Costs	\$553,974	\$570,163	\$586,826	\$603,977	\$621,631
Net Revenue Requirement	\$7,728,581	\$8,595,166	\$8,932,829	\$9,283,821	\$9,648,668

Below is a sample bill for a residential customer with a 64-gallon cart:

Residential – 64-gallon cart

	Current	May 2017	July 2018	July 2019	July 2020	July 2021
Refuse Collection	\$20.85	\$25.14	\$26.15	\$27.19	\$28.28	\$29.41
<i>Increase</i>		\$4.29	\$1.01	\$1.05	\$1.09	\$1.13

Refuse Rebate Program

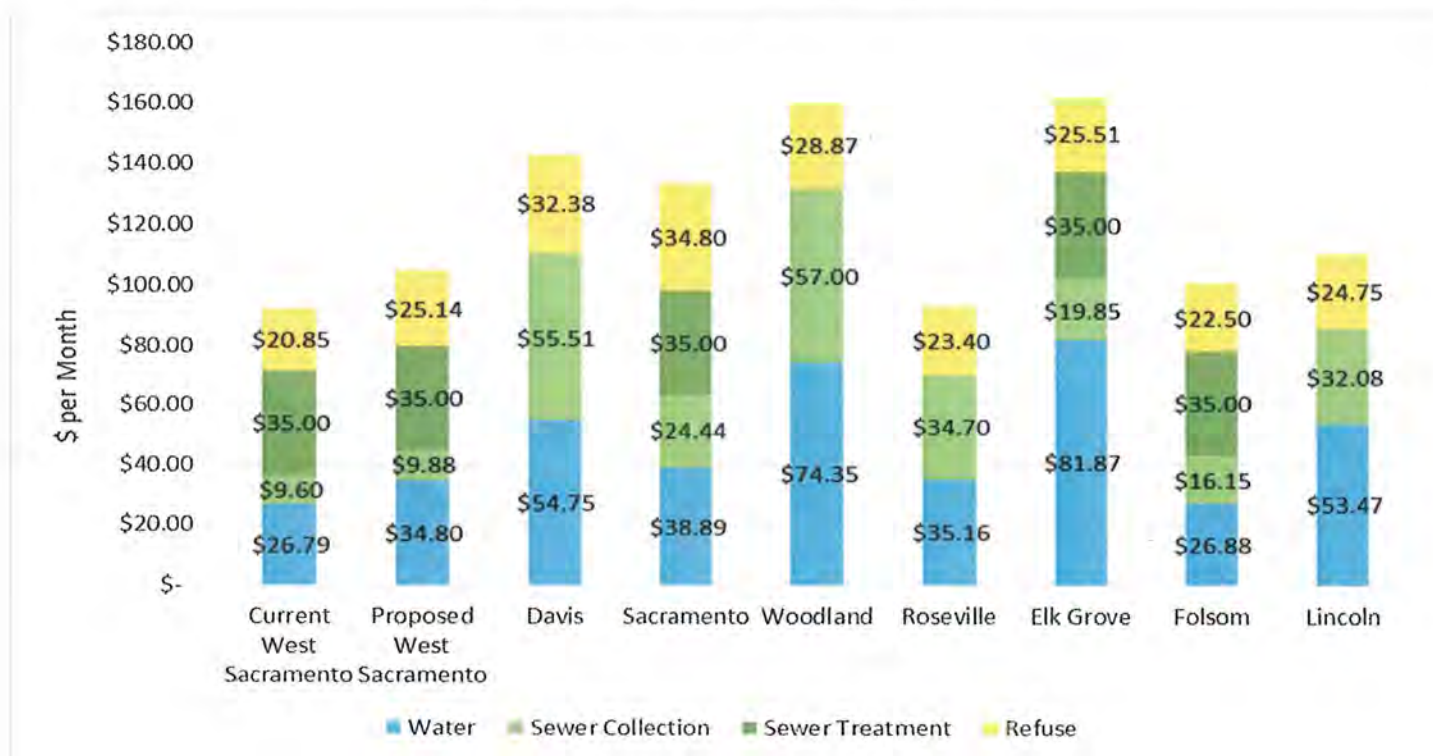
Staff is proposing the Council adopt a rebate program for low income households to be funded from the Franchise Fee revenues received from the Waste Hauler for the low income residential customers. The total rebate per month would not be greater than \$2.00. A customer must qualify for the low-income program under the Regional San in order to request a credit for refuse services.

Utility Rate Comparison

Staff conducted a comprehensive regional utility rate survey comparing the City to other regional cities that provide similar services. For water cost comparison, staff chose to compare only the proposed costs based on metered charge due to the fact that a number of these cities or agencies have already implemented their water meter program. Below are the results of how the City utility rates compare to those of agencies in our region. It should be noted that the sewer collection charges for the cities of Davis, Woodland, Roseville, and Lincoln include both the sewer collection and treatment charges.

The proposed West Sacramento rates reflect the water rate scenario #2 (i.e., \$15.0 million bond issuance).

Single-Family Monthly Rate Comparison



The calculated monthly water rates assume a 3/4" meter and 11 CCF per month water use. The monthly refuse rate is for a 64-gallon cart collected one-time per week.

The City of West Sacramento's combined proposed rate will be the third lowest in the region, above Folsom and Roseville. It is important to note that the City of Folsom rates were adopted in January 2013. The water rates that are proposed include fully funding the operations and maintenance expenses, proposed debt service payments (\$15 million net proceeds), and adequate funding for the capital improvement plan. The sewer rates (collection portion only) are the lowest in the region. The refuse rates (solid waste) are the fourth lowest in the region with an approved waste hauler contract that assures the rates may not increase by more than four percent each year after the base year.

**Department of Administrative Services
Budget Update**

Attachment 2

SEWER OPERATING FUND (501) MODEL : NO RATE INCREASE FOR FY 2018/19							
	Actual Fiscal Year 2016/17	Projected Fiscal Year 2017/18	Projected Fiscal Year 2018/19	Forecast Fiscal Year 2019/20	Forecast Fiscal Year 2020/21	Forecast Fiscal Year 2021/22	Forecast Fiscal Year 2022/23
Revenues:							
Rate Revenues	\$ 3,441,543	\$ 3,568,732	\$ 3,568,732	\$ 3,568,732	\$ 3,568,732	\$ 3,568,732	\$ 3,568,732
Non-rate and Fee Revenues	127,455	155,467	159,976	164,615	169,389	174,301	177,787
Total Revenues	\$ 3,568,998	\$ 3,724,199	\$ 3,728,708	\$ 3,733,347	\$ 3,738,121	\$ 3,743,033	\$ 3,746,519
Expenses:							
Personnel	\$ 1,080,707	\$ 1,039,612	\$ 1,163,772	\$ 1,272,066	\$ 1,297,508	\$ 1,323,458	\$ 1,336,693
Operating O&M	511,110	734,018	557,138	581,064	606,141	632,429	645,078
Non-operating O&M	16,070	19,176	68,824	70,200	71,604	73,037	74,497
Debt Service	277,856	403,993	645,586	645,400	644,175	646,205	644,276
Pay As You Go Projects	700,000	500,000	200,000	200,000	200,000	200,000	200,000
Interfund Transfers	953,700	901,501	949,756	977,299	1,005,640	1,034,804	1,064,813
Total Expenses	3,539,443	3,598,300	3,585,076	3,746,030	3,825,068	3,909,933	3,965,356
<i>Operating Surplus (Deficit)</i>	<i>29,555</i>	<i>125,899</i>	<i>143,632</i>	<i>(12,683)</i>	<i>(86,947)</i>	<i>(166,900)</i>	<i>(218,837)</i>
Cash Balance Carryover	289,267	318,822	444,721	588,353	575,670	488,723	321,823
Cash Balance w/out Reserves	318,822	444,721	588,353	575,670	488,723	321,823	102,986
Cash Balance w/ Reserves	\$ 1,357,945	\$ 1,782,287	\$ 1,923,686	\$ 1,990,885	\$ 1,943,367	\$ 1,817,169	\$ 1,626,277

**Department of Administrative Services
Budget Update**

Attachment 3

SEWER OPERATING FUND (501) MODEL: RATE INCREASE IN FY 2018/19						
	Projected Fiscal Year 2017/18	Projected Fiscal Year 2018/19	Forecast Fiscal Year 2019/20	Forecast Fiscal Year 2020/21	Forecast Fiscal Year 2021/22	Forecast Fiscal Year 2022/23
Revenues:						
Rate Revenues	\$ 3,568,732	\$ 3,767,803	\$ 3,767,803	\$ 3,767,803	\$ 3,767,803	\$ 3,767,803
Non-rate and fee Revenues	155,467	159,976	164,615	169,389	174,301	177,787
Total Revenues	3,724,199	3,927,779	3,932,418	3,937,192	3,942,104	3,945,590
Expenses:						
Personnel	1,039,612	1,163,772	1,272,066	1,297,508	1,323,458	1,336,693
Operating O&M	734,018	557,138	581,064	606,141	632,429	645,078
Non-operating O&M	19,176	68,824	70,200	71,604	73,037	74,497
Debt Service	403,993	645,586	645,400	644,175	646,205	644,276
Pay As You Go Projects	500,000	200,000	200,000	200,000	200,000	200,000
Interfund Transfers	901,501	949,756	977,299	1,005,640	1,034,804	1,064,813
Total Expenses	3,598,300	3,585,076	3,746,030	3,825,068	3,909,933	3,965,356
Operating Surplus (Deficit)	125,899	342,703	186,388	112,124	32,171	(19,766)
Cash Balance Carryover	318,822	444,721	787,424	973,812	1,085,936	1,118,107
Cash Balance w/out Reserves	444,721	787,424	973,812	1,085,936	1,118,107	1,098,341
Cash Balance w/ Reserves	\$ 1,782,287	\$ 2,122,757	\$ 2,389,027	\$ 2,540,580	\$ 2,613,453	\$ 2,621,632

**Department of Administrative Services
Budget Update**

Attachment 4

SEWER CAPITAL IMPROVEMENT FUND (502) MODEL: FY 2018/19 through FY 2022/23						
	Projected Fiscal Year 2017/18	Budget Fiscal Year 2018/19	Forecast Fiscal Year 2019/20	Forecast Fiscal Year 2020/21	Forecast Fiscal Year 2021/22	Forecast Fiscal Year 2022/23
Revenues:						
Connection Fees	\$ 180,885	\$ 200,000	\$ 100,000	\$ 100,000	\$ 100,000	\$ 100,000
Developer Contributions/Other	76,745	25,000	25,000	25,000	25,000	25,000
Pay As You Go Proceeds	500,000	200,000	200,000	200,000	200,000	200,000
Other Financing Sources	9,000,000	-	-	-	-	-
Total Revenues	9,757,630	425,000	325,000	325,000	325,000	325,000
Expenses:						
CIP Expenses	4,044,016	5,707,438	1,526,271	2,055,431	2,701,227	-
Other Capital Expenses						
Total Expenses	4,044,016	5,707,438	1,526,271	2,055,431	2,701,227	-
Capital Fund Surplus (Deficit)	5,713,614	(5,282,438)	(1,201,271)	(1,730,431)	(2,376,227)	325,000
Carryover Cash Balance	4,736,481	10,450,095	5,167,657	3,966,386	2,235,955	(140,272)
Cash Balance	10,450,095	5,167,657	3,966,386	2,235,955	(140,272)	184,728
Cash Balance w/ Reserves	\$ 13,174,624	\$ 7,906,418	\$ 6,637,265	\$ 4,879,405	\$ 2,474,477	\$ 2,783,530

**Department of Administrative Services
Budget Update**

Attachment 5

WATER OPERATING FUND (506) MODEL: NO RATE INCREASE IN FY 2018/19						
	Projected Fiscal Year 2017/18	Projected Fiscal Year 2018/19	Forecast Fiscal Year 2019/20	Forecast Fiscal Year 2020/21	Forecast Fiscal Year 2021/22	Forecast Fiscal Year 2022/23
Revenues:						
Rate Revenues	\$ 12,117,390	\$ 12,117,390	\$ 12,117,390	\$ 12,117,390	\$ 12,117,390	\$ 12,117,390
Rate Revenues- Measure K	300,000	400,000	750,000	750,000	750,000	750,000
Non-rate and fee Reveues	251,702	256,736	261,871	267,108	272,450	277,899
Measure K Subsidy	450,000	350,000	-	-	-	-
Total Revenues	\$ 13,119,092	\$ 13,124,126	\$ 13,129,261	\$ 13,134,498	\$ 13,139,840	\$ 13,145,289
Expenses:						
Personnel	\$ 2,273,175	\$ 2,276,571	\$ 2,685,741	\$ 2,749,687	\$ 2,777,184	\$ 2,804,956
Operating O&M	2,703,981	2,698,096	2,248,719	2,327,995	2,374,555	2,422,046
Non-operating O&M	681,000	758,700	773,874	789,351	805,139	821,241
Debt Service	4,622,763	5,212,786	5,195,511	5,198,511	5,191,111	5,191,111
Pay As You Go Projects	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Interfund Transfers	1,255,505	1,272,505	1,359,671	1,403,181	1,431,245	1,459,870
Total Expenses	13,036,424	13,718,658	13,763,516	13,968,725	14,079,233	14,199,223
Operating Surplus (Deficit)	82,668	(594,532)	(634,255)	(834,227)	(939,393)	(1,053,934)
Cash Balance Carryover	742,050	824,718	230,186	(404,069)	(1,238,297)	(2,177,689)
Cash Balance w/out Reseves	824,718	230,186	(404,069)	(1,238,297)	(2,177,689)	(3,231,623)
Cash Balance w/ Reseves	\$ 1,279,353	\$ 685,500	\$ 133,079	\$ (688,359)	\$ (1,622,252)	\$ (2,670,632)

**Department of Administrative Services
Budget Update**

Attachment 6

WATER OPERATING FUND (506) MODEL: RATE INCREASE IN FY 2018/19						
	Projected Fiscal Year 2017/18	Projected Fiscal Year 2018/19	Forecast Fiscal Year 2019/20	Forecast Fiscal Year 2020/21	Forecast Fiscal Year 2021/22	Forecast Fiscal Year 2022/23
Revenues:						
Rate Revenues	12,117,390	13,006,501	13,006,501	13,006,501	13,006,501	13,006,501
Rate Revenues- Measure K	300,000	400,000	750,000	750,000	750,000	750,000
Non-rate and fee Revenues	251,702	256,736	261,871	267,108	272,450	277,899
Measure K Subsidy	450,000	350,000				
Total Revenues	13,119,092	14,013,237	14,018,372	14,023,609	14,028,951	14,034,400
Expenses:						
Personnel	2,273,175	2,276,571	2,685,741	2,749,687	2,777,184	2,804,956
Operating O&M	2,703,981	2,698,096	2,248,719	2,327,995	2,374,555	2,422,046
Non-operating O&M	681,000	758,700	773,874	789,351	805,139	821,241
Debt Service	4,622,763	5,212,786	5,195,511	5,198,511	5,191,111	5,191,111
Pay As You Go Projects	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Interfund Transfers	1,255,505	1,272,505	1,359,671	1,403,181	1,431,245	1,459,870
Total Expenses	13,036,424	13,718,658	13,763,516	13,968,725	14,079,233	14,199,223
Operating Surplus (Deficit)	82,668	294,579	254,856	54,884	(50,282)	(164,823)
Cash Balance Carryover	742,050	824,718	1,119,297	1,374,153	1,429,036	1,378,755
Cash Balance w/out Reserves	824,718	1,119,297	1,374,153	1,429,036	1,378,755	1,213,932
Cash Balance w/ Reserves	1,279,353	1,574,611	1,911,301	1,978,974	1,934,192	1,774,923

**Department of Administrative Services
Budget Update**

Attachment 7

WATER CAPITAL IMPROVEMENT FUND (507) MODEL: FY 2018/19 through FY 2022/23						
	Projected Fiscal Year 2017/18	Budget Fiscal Year 2018/19	Forecast Fiscal Year 2019/20	Forecast Fiscal Year 2020/21	Forecast Fiscal Year 2021/22	Forecast Fiscal Year 2022/23
Revenues:						
Connection Fees	\$ 2,116,525	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000	\$ 500,000
Developer Contributions/Other	115,845	25,000	25,000	25,000	25,000	25,000
Pay As You Go Proceeds	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000	1,500,000
Other Financing Sources	15,000,000	-	-	-	-	-
Total Revenues	\$ 18,732,370	\$ 2,025,000	\$ 2,025,000	\$ 2,025,000	\$ 2,025,000	\$ 2,025,000
Expenses:						
CIP Expenses	\$ 6,185,561	\$ 13,426,811	\$ 5,576,882	\$ 2,438,229	\$ 1,648,028	\$ 6,738,750
Other Capital Expenses						
Total Expenses	6,185,561	13,426,811	5,576,882	2,438,229	1,648,028	6,738,750
Capital Fund Surplus (Deficit)	12,546,809	(11,401,811)	(3,551,882)	(413,229)	376,972	(4,713,750)
Carryover Cash Balance	4,075,634	16,622,443	5,220,632	1,668,750	1,255,521	1,632,493
Cash Balance w/out Reseves	16,622,443	5,220,632	1,668,750	1,255,521	1,632,493	(3,081,257)
Cash Balance w/ Reseves	20,191,517	8,815,318	5,181,602	4,755,584	5,127,056	407,752
Combined Fund Balance w/out Reserves	17,447,161	6,339,929	3,042,903	2,684,557	3,011,248	(1,867,325)
Combined Fund Balance w/ Reserves	\$ 21,470,870	\$ 10,389,929	\$ 7,092,903	\$ 6,734,557	\$ 7,061,248	\$ 2,182,675

**Department of Administrative Services
Budget Update**

Attachment 8

REFUSE OPERATING FUND (511) MODEL: MODIFIED RATE INCREASE IN FY 2018/19						
	Projected Fiscal Year 2017/18	Projected Fiscal Year 2018/19	Forecast Fiscal Year 2019/20	Forecast Fiscal Year 2020/21	Forecast Fiscal Year 2021/22	Forecast Fiscal Year 2022/23
Revenues:						
Rate Revenues	\$ 7,629,356	\$ 7,784,530	\$ 7,970,911	\$ 8,289,748	\$ 8,621,338	\$ 8,966,191
Non-rate and fee Revenues	913,137	913,137	931,400	950,028	969,028	988,409
Total Revenues	\$ 8,542,493	\$ 8,697,667	\$ 8,902,311	\$ 9,239,776	\$ 9,590,366	\$ 9,954,600
Expenses:						
City Operating Expenses	\$ 276,221	\$ 83,307	\$ 84,974	\$ 86,673	\$ 88,407	\$ 90,175
Wastehauler Contract	6,926,149	7,203,195	7,491,323	7,790,976	8,102,615	8,426,719
Interfund Transfers	1,273,155	1,298,618	1,324,590	1,351,082	1,378,104	1,405,666
Total Expenses	8,475,525	8,585,121	8,900,887	9,228,731	9,569,125	9,922,560
<i>Operating Surplus (Deficit)</i>	<i>66,968</i>	<i>112,547</i>	<i>1,424</i>	<i>11,045</i>	<i>21,241</i>	<i>32,040</i>
Cash Balance Carryover	1,900,174	1,967,142	2,079,689	2,081,113	2,092,158	2,113,399
Cash Balance Ending	\$ 1,967,142	\$ 2,079,689	\$ 2,081,113	\$ 2,092,158	\$ 2,113,399	\$ 2,145,439

SEWER USER CHARGES

		Approved Rates (Resolution 17-43) June 14, 2017					
		July 2017	July 2018	July 2018	July 2019	July 2020	July 2021
		Current	Approved	Proposed			
Residential							
	1 dwelling unit	\$ 9.88	\$ 10.13	\$ 9.88	\$ 10.38	\$ 10.63	\$ 10.88
	2 units or more	\$ 6.42	\$ 7.09	\$ 6.42	\$ 7.79	\$ 7.97	\$ 8.16
Metered Sewer Rates							
	All Customers Fixed Cost	\$5.00	\$5.10	\$5.00	\$5.20	\$5.30	\$ 5.40
	All Customers per CCF	\$ 2.96	\$ 3.01	\$ 2.96	\$ 3.06	\$ 3.11	\$ 3.16

Approved Rates (Resolution 17-43) June 14, 2017				
July 2017	July 2018	July 2019	July 2020	July 2021
Current	Approved			

Flat Water Rates**Residential Flat Rates (1, 2, or 3 units) - \$/month**

up to 3/4" meter	\$ 42.05	\$ 44.15	\$ 47.48	\$ 53.84	\$ 59.23
1" meter	\$ 43.34	\$ 45.50	\$ 48.93	\$ 55.49	\$ 58.26
Additional units	\$ 23.86	\$ 25.05	\$ 26.94	\$ 30.55	\$ 33.61

General Service Flat Rates - \$/month

5/8" x 3/4" meter	\$ 47.51	\$ 49.88	\$ 53.64	\$ 60.83	\$ 66.92
3/4" meter	\$ 52.59	\$ 55.22	\$ 59.38	\$ 67.34	\$ 74.08
1" meter	\$ 100.37	\$ 105.38	\$ 113.33	\$ 128.52	\$ 141.37
1 1/2" meter	\$ 191.58	\$ 201.16	\$ 216.33	\$ 245.32	\$ 269.85

Metered Water Rates**Fixed Service Charges - All Customers - \$/month**

Up to 3/4" meter	\$ 18.02	\$ 23.42	\$ 23.89	\$ 24.37	\$ 24.61
1" meter	\$ 30.00	\$ 39.00	\$ 39.78	\$ 40.58	\$ 40.98
1 1/2" meter	\$ 59.87	\$ 77.83	\$ 79.39	\$ 80.97	\$ 81.78
2" meter	\$ 95.91	\$ 124.69	\$ 127.18	\$ 129.73	\$ 131.02
3" meter	\$ 191.90	\$ 249.46	\$ 254.45	\$ 259.54	\$ 262.13
4" meter	\$ 299.85	\$ 389.81	\$ 397.61	\$ 405.56	\$ 409.61
6" meter	\$ 599.50	\$ 779.35	\$ 794.94	\$ 810.84	\$ 818.94
8" meter	\$ 959.30	\$ 1,247.09	\$ 1,272.03	\$ 1,297.47	\$ 1,310.45
10" meter	\$ 1,378.91	\$ 1,792.58	\$ 1,828.43	\$ 1,865.00	\$ 1,883.65
12" meter	\$ 2,023.63	\$ 2,630.72	\$ 2,683.33	\$ 2,737.00	\$ 2,764.37

Commodity Rates - \$/CCF

Residential Rates

1st Tier - 0-10 CCF/mo.

2nd Tier - 11-50 CCF/mo.

3rd Tier - 51+ CCF/mo.

Residential Rate (all use)	\$ 1.57	\$ 1.89	\$ 2.15	\$ 2.39	\$ 2.43
Non-Residential Rate (all use)	\$ 2.13	\$ 2.30	\$ 2.35	\$ 2.39	\$ 2.43

Approved Rates (Resolution 17-43) June 14, 2017					
July 2017 Current Rate	July 2018 Approved Rate	July 2018 Proposed Rate	July 2019	July 2020	July 2021

Residential Cart Service

Code	Residential Flat Rates (1, 2, or 3 units) - \$/month	July 2017 Current Rate	July 2018 Approved Rate	July 2018 Proposed Rate	July 2019	July 2020	July 2021
XA	35 gallon	\$ 20.17	\$ 20.98	\$ 20.92	\$ 21.82	\$ 22.69	\$ 23.60
YF	Each additional 35 gallon garbage cart	\$ 13.62	\$ 14.16	\$ 14.12	\$ 14.73	\$ 15.32	\$ 15.93
BYP	Each additional 35 gallon recycle cart (first 2 are free)	\$ 8.18	\$ 8.51	\$ 8.46	\$ 8.85	\$ 9.20	\$ 9.57
BGP	Each additional 35 gallon organic cart (first 4 are free)	\$ 13.62	\$ 14.16	\$ 14.12	\$ 14.73	\$ 15.32	\$ 15.93
XD	64 gallon	\$ 25.14	\$ 26.15	\$ 26.08	\$ 27.19	\$ 28.28	\$ 29.41
YG	Each additional 64 gallon garbage cart	\$ 19.32	\$ 20.09	\$ 20.03	\$ 20.90	\$ 21.73	\$ 22.60
HYP	Each additional 64 gallon recycle cart (first 2 are free)	\$ 8.47	\$ 8.81	\$ 8.75	\$ 9.16	\$ 9.53	\$ 9.91
HGP	Each additional 64 gallon organic cart (first 4 are free)	\$ 19.32	\$ 20.09	\$ 20.03	\$ 20.90	\$ 21.73	\$ 22.60
XB	96 gallon	\$ 32.09	\$ 33.37	\$ 33.29	\$ 34.71	\$ 36.10	\$ 37.54
YH	Each additional 96 gallon garbage cart	\$ 25.92	\$ 26.96	\$ 26.88	\$ 28.04	\$ 29.16	\$ 30.32
KYP	Each additional 96 gallon recycle cart (first 2 are free)	\$ 8.87	\$ 9.22	\$ 9.15	\$ 9.59	\$ 9.98	\$ 10.38
KGP	Each additional 96 gallon organic cart (first 4 are free)	\$ 25.92	\$ 26.96	\$ 26.88	\$ 28.04	\$ 29.16	\$ 30.32

Extra Pick-Up Service/Per Collection

Not on a regular service day, without recycling/yard waste

First cart	
Plus landfill cost:	
35 gallon	
64 gallon	
96 gallon	

Regular service day (landfill cost)

35 gallon	
64 gallon	
96 gallon	

Residential - Extra Services - This is when the driver is already on site and collects extra garbage only

BOF	35 gallon - extra cart service (on service day)	\$ 5.93	\$ 6.17	\$ 6.12	\$ 6.41	\$ 6.67	\$ 6.94
BOF	64 gallon - extra cart service (on service day)	\$ 7.35	\$ 7.64	\$ 7.59	\$ 7.95	\$ 8.27	\$ 8.60
BOF	96 gallon - extra cart service (on service day)	\$ 9.37	\$ 9.74	\$ 9.67	\$ 10.13	\$ 10.54	\$ 10.96

Residential - Extra Pick up fees - This is fee for driver to go back to site to service. (applies to all commodities)

BOF	35 gallon (service day)	\$ 8.08	\$ 8.40	\$ 8.36	\$ 8.74	\$ 9.09	\$ 9.45
BOF	64 gallon (service day)	\$ 8.37	\$ 8.70	\$ 8.65	\$ 9.05	\$ 9.42	\$ 9.79

Approved Rates (Resolution 17-43) June 14, 2017					
July 2017 Current Rate	July 2018 Approved Rate	July 2018 Proposed Rate	July 2019	July 2020	July 2021

Refuse Service Charges

		Proposed Rates				
		July 2017	July 2018	July 2019	July 2020	July 2021
BOF	96 gallon (service day)	\$ 8.77	\$ 9.12	\$ 9.05	\$ 9.49	\$ 10.26
BOF	35 gallon (non-service day)	\$ 36.18	\$ 37.63	\$ 37.58	\$ 39.13	\$ 42.33
BOF	64 gallon (non-service day)	\$ 36.47	\$ 37.93	\$ 37.87	\$ 39.45	\$ 42.66
BOF	96 gallon (non-service day)	\$ 36.87	\$ 38.34	\$ 38.27	\$ 39.88	\$ 43.13

Limited Service (additional refuse cart, excludes recycling & yard waste)

35 gallon	
64 gallon	
96 gallon	

Single-Family Planned Development

BOF	Equivalent to a 64-gallon container per unit or pro-rata share of actual service, whichever is higher	\$ 196.34	\$ 204.20	\$ 204.19	\$ 212.37	\$ 220.86	\$ 229.69
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Scheduled Commercial Bin/One Collection per week

T3P	35 gallon (includes garbage and recycle)	\$ 20.05	\$ 20.85	\$ 20.80	\$ 21.68	\$ 22.55	\$ 23.45
T6P	64 gallon (includes garbage and recycle)	\$ 24.99	\$ 25.99	\$ 25.93	\$ 27.03	\$ 28.11	\$ 29.23
T9P	96 gallon (includes garbage and recycle)	\$ 31.89	\$ 33.17	\$ 33.09	\$ 34.49	\$ 35.87	\$ 37.31
Y @	1 cubic yard	\$ 54.33	\$ 56.50	\$ 56.17	\$ 58.76	\$ 61.11	\$ 63.56
Y @	1.5 cubic yards	\$ 81.50	\$ 84.75	\$ 84.26	\$ 88.14	\$ 91.67	\$ 95.34
Y @	2 cubic yards	\$ 108.66	\$ 113.01	\$ 112.33	\$ 117.53	\$ 122.23	\$ 127.12
Y @	3 cubic yards	\$ 162.99	\$ 169.51	\$ 168.50	\$ 176.29	\$ 183.34	\$ 190.68
Y @	4 cubic yards	\$ 217.32	\$ 226.01	\$ 224.67	\$ 235.05	\$ 244.46	\$ 254.23
Y @	5 cubic yards	\$ 271.65	\$ 282.52	\$ 280.83	\$ 293.82	\$ 305.57	\$ 317.79
Y @	6 cubic yards	\$ 325.98	\$ 339.02	\$ 337.00	\$ 352.58	\$ 366.68	\$ 381.35

Commercial Extra Pick-Up Service/Per Collection (excludes recycling)

1 cubic yard	
1.5 cubic yards	
2 cubic yards	
3 cubic yards	
4 cubic yards	
5 cubic yards	
6 cubic yards	

Approved Rates (Resolution 17-43) June 14, 2017					
July 2017 Current Rate	July 2018 Approved Rate	July 2018 Proposed Rate	July 2019	July 2020	July 2021

Refuse Service Charges

Commercial - Extra Pick up fees - This is fee for driver to go back to site to service.

Extra pick up fee - service day (This applies to all commodities)

BOF	35 gallon (includes garbage and recycle)	\$ 8.08	\$ 8.40	\$ 8.36	\$ 8.74	\$ 9.09	\$ 9.45
BOF	64 gallon (includes garbage and recycle)	\$ 8.37	\$ 8.70	\$ 8.65	\$ 9.05	\$ 9.42	\$ 9.79
BOF	96 gallon (includes garbage and recycle)	\$ 8.77	\$ 9.12	\$ 9.05	\$ 9.49	\$ 9.87	\$ 10.26
BOF	1 cubic yard	\$ 26.06	\$ 27.10	\$ 27.03	\$ 28.19	\$ 29.31	\$ 30.49
BOF	1.5 cubic yards	\$ 36.66	\$ 38.13	\$ 38.05	\$ 39.65	\$ 41.24	\$ 42.89
BOF	2 cubic yards	\$ 50.25	\$ 52.26	\$ 52.19	\$ 54.35	\$ 56.52	\$ 58.79
BOF	3 cubic yards	\$ 59.44	\$ 61.82	\$ 61.74	\$ 64.29	\$ 66.86	\$ 69.54
BOF	4 cubic yards	\$ 68.63	\$ 71.38	\$ 71.30	\$ 74.23	\$ 77.20	\$ 80.29
BOF	5 cubic yards	\$ 77.82	\$ 80.93	\$ 80.86	\$ 84.17	\$ 87.54	\$ 91.04
BOF	6 cubic yards	\$ 87.01	\$ 90.49	\$ 90.42	\$ 94.11	\$ 97.87	\$ 101.79

Extra pick up fee - non-service day (This applies to all commodities)

BOF	35 gallon (includes garbage and recycle)	\$ 36.18	\$ 37.63	\$ 37.58	\$ 39.13	\$ 40.70	\$ 42.33
BOF	64 gallon (includes garbage and recycle)	\$ 36.47	\$ 37.93	\$ 37.87	\$ 39.45	\$ 41.02	\$ 42.66
BOF	96 gallon (includes garbage and recycle)	\$ 36.87	\$ 38.34	\$ 38.27	\$ 39.88	\$ 41.47	\$ 43.13
BOF	1 cubic yard	\$ 76.87	\$ 79.94	\$ 79.87	\$ 83.14	\$ 86.47	\$ 89.93
BOF	1.5 cubic yards	\$ 76.87	\$ 79.94	\$ 79.87	\$ 83.14	\$ 86.47	\$ 89.93
BOF	2 cubic yards	\$ 76.87	\$ 79.94	\$ 79.87	\$ 83.14	\$ 86.47	\$ 89.93
BOF	3 cubic yards	\$ 76.87	\$ 79.94	\$ 79.87	\$ 83.14	\$ 86.47	\$ 89.93
BOF	4 cubic yards	\$ 76.87	\$ 79.94	\$ 79.87	\$ 83.14	\$ 86.47	\$ 89.93
BOF	5 cubic yards	\$ 76.87	\$ 79.94	\$ 79.87	\$ 83.14	\$ 86.47	\$ 89.93
BOF	6 cubic yards	\$ 76.87	\$ 79.94	\$ 79.87	\$ 83.14	\$ 86.47	\$ 89.93

Commercial Compactor Bin (Commercial rate plus additional per cubic yard landfill cost)

YC	1 cubic yard	\$ 65.20	\$ 67.80	\$ 67.41	\$ 70.52	\$ 73.34	\$ 76.27
YC1.5	1.5 cubic yards	\$ 97.79	\$ 101.71	\$ 101.10	\$ 105.77	\$ 110.00	\$ 114.41
YC2	2 cubic yards	\$ 130.39	\$ 135.61	\$ 134.80	\$ 141.03	\$ 146.67	\$ 152.54
YC3	3 cubic yards	\$ 195.59	\$ 203.41	\$ 202.21	\$ 211.55	\$ 220.01	\$ 228.81
YC4	4 cubic yards	\$ 260.78	\$ 271.22	\$ 269.60	\$ 282.06	\$ 293.35	\$ 305.08
YC5	5 cubic yards	\$ 325.98	\$ 339.02	\$ 337.01	\$ 352.58	\$ 366.68	\$ 381.35
YC6	6 cubic yards	\$ 391.18	\$ 406.82	\$ 404.41	\$ 423.10	\$ 440.02	\$ 457.62

Approved Rates (Resolution 17-43) June 14, 2017					
July 2017 Current Rate	July 2018 Approved Rate	July 2018 Proposed Rate	July 2019	July 2020	July 2021

Scheduled Multi-Family Bin/One Collection per Week

Y\$	1 cubic yard	\$ 54.33	\$ 56.50	\$ 56.36	\$ 58.76	\$ 61.11	\$ 63.56
Y\$	1.5 cubic yards	\$ 81.50	\$ 84.75	\$ 84.55	\$ 88.14	\$ 91.67	\$ 95.34
Y\$	2 cubic yards	\$ 108.66	\$ 113.01	\$ 112.73	\$ 117.53	\$ 122.23	\$ 127.12
Y\$	3 cubic yards	\$ 162.99	\$ 169.51	\$ 169.09	\$ 176.29	\$ 183.34	\$ 190.68
Y\$	4 cubic yards	\$ 217.32	\$ 226.01	\$ 225.45	\$ 235.05	\$ 244.46	\$ 254.23
Y\$	5 cubic yards	\$ 271.65	\$ 282.52	\$ 281.81	\$ 293.82	\$ 305.57	\$ 317.79
Y\$	6 cubic yards	\$ 325.98	\$ 339.02	\$ 338.18	\$ 352.58	\$ 366.68	\$ 381.35

Delivery/Exchange Fee (per delivery/exchange)

Cart service (over one per year)	
Temporary Dumpster service	

Special Fees / Ancillary Services

BOF	Temp Bin Delivery Fee	\$ 45.00	\$ 46.80	\$ 46.80	\$ 48.67	\$ 50.62	\$ 52.64	
BOF	Commercial overflow fee per occurrence after two warnings	\$ 55.00	\$ 57.20	\$ 57.20	\$ 59.49	\$ 61.87	\$ 64.34	
LKP	Monthly lock service charge (per bin per month)	\$ 5.91	\$ 6.15	\$ 6.15	\$ 6.39	\$ 6.65	\$ 6.91	
BOF	Cart, bin exchange/painting/repair fee	\$ 25.00	\$ 26.00	\$ 26.00	\$ 27.04	\$ 28.12	\$ 29.25	
BOF	Cart/Bin re-delivery fee	\$ 25.00	\$ 26.00	\$ 26.00	\$ 27.04	\$ 28.12	\$ 29.25	
BOF	Cart Replacement	\$ 65.00	\$ 67.60	\$ 67.60	\$ 70.30	\$ 73.12	\$ 76.04	
BOF	Kitchen Pail replacement	\$ 15.00	\$ 15.60	\$ 15.60	\$ 16.22	\$ 16.87	\$ 17.55	
BOF	Contamination Fee Commercial (after two warnings, fee applies to 3rd a	\$ 50.00	\$ 52.00	\$ 52.00	\$ 54.08	\$ 56.24	\$ 58.49	
BOF	Contamination Fee Residential (after two warnings, fee appliesto 3rd a	\$ 15.00	\$ 15.60	\$ 15.60	\$ 16.22	\$ 16.87	\$ 17.55	
STA	Hard to service	\$ 20.00	\$ 20.80	\$ 20.80	\$ 21.63	\$ 22.50	\$ 23.40	
ROF	Push out fee 10'-20' feet per bin per service/per month	\$ 2.00	\$ 2.08	\$ 2.08	\$ 2.16	\$ 2.25	\$ 2.34	
ROS	Push out fee 21' or more feet per bin per service/per month	\$ 4.00	\$ 4.16	\$ 4.16	\$ 4.33	\$ 4.50	\$ 4.68	
RPC	Backyard/Side yard service (per month)	\$ 20.00	\$ 20.80	\$ 20.80	\$ 21.63	\$ 22.50	\$ 23.40	
	Disabled/Elderly	No Charge						
BOF	Additional Bulky Waste Collection Service	\$ 45.00	\$ 46.80	\$ 46.80	\$ 48.67	\$ 50.62	\$ 52.64	
BOF	Additional HHW pick up	\$ 120.00	\$ 124.80	\$ 124.80	\$ 129.79	\$ 134.98	\$ 140.38	

City of West Sacramento Sewer System
Sewer Enterprise Fund
Debt Service Coverage
Fiscal Year 2018/19

	Projected FY 2017/18	No Rate Projected FY 2018/19	With Rate Projected FY 2018/19
System Revenues			
Charges for Services	\$ 3,568,732	\$ 3,568,732	\$ 3,767,803
Connection Fees	180,885	200,000	200,000
Other Operating Income	155,467	159,976	159,976
Interest Income	87,082	87,082	87,082
Total System Revenues	\$ 3,992,166.00	\$ 4,015,790.00	\$ 4,214,861.00
Operation and Maintenance Costs			
Salaries and Benefits	\$ 1,039,612.00	\$ 1,163,772.00	\$ 1,163,772.00
Operations and Maintenance	734,018	557,138	557,138
City Administrative Costs	901,501	949,756	949,756
Total O&M	\$ 2,675,131.00	\$ 2,670,666.00	\$ 2,670,666.00
Net System Revenues	\$ 1,317,035.00	\$ 1,345,124.00	\$ 1,544,195.00
Parity Debt Service			
Series 2017 Bonds	\$ 126,137.50	\$ 482,794.00	\$ 482,794.00
SWRCB Note	90,956	90,956	90,956
Total Parity Debt Service	\$ 217,094	\$ 573,750	\$ 573,750
Debt Service Coverage	6.07	2.34	2.69
Required Debt Service Coverage	1.15	1.15	1.15

Note: Only parity debt is included in DSR coverage calculation

City of West Sacramento Water System
Water Enterprise Fund
Debt Service Coverage
Fiscal Years 2018/19

	Projected FY 2017/18	No Rate Projected FY 2018/19	With Rate Projected FY 2018/19
System Revenues			
Charges for Services	\$ 12,117,390	\$ 12,117,390	\$ 13,006,501
Connection Fees	2,116,525	500,000	500,000
Other Operating Income	251,702	256,736	256,736
Rate revenues - Measure K	300,000	400,000	400,000
Rate Stabilization Fund Deposit	450,000	350,000	350,000
Total System Revenues	\$ 15,235,617	\$ 13,624,126	\$ 14,513,237
Operation and Maintenance Costs			
Salaries and Benefits	\$ 2,273,175	\$ 2,276,571	\$ 2,276,571
Operations and Maintenance	2,703,981	2,698,096	2,698,096
Operations and Maintenance (Non-Operating)	681,000	758,700	758,700
City Administrative Costs	1,255,505	1,272,505	1,272,505
Total O&M	\$ 6,913,661	\$ 7,005,872	\$ 7,005,872
Net System Revenues	\$ 8,321,956	\$ 6,618,254	\$ 7,507,365
Parity Debt Service			
Series 2012	\$ 2,458,950	\$ 2,460,450	\$ 2,460,450
Series 2013	1,909,950	1,909,850	1,909,850
Series 2017	389,625	800,456	800,456
Total Parity Debt Service	\$ 4,758,525	\$ 5,170,756	\$ 5,170,756
Debt Service Coverage	1.75	1.28	1.45
Required Debt Service Coverage	1.15	1.15	1.15
		0.13	0.30

Note: Only parity debt is included in DSR coverage calculation

RESOLUTION 18-45

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST SACRAMENTO
APPROVING AMENDMENTS TO THE UTILITY FUND BUDGETS FOR
FISCAL YEAR 2018-19**

WHEREAS, the City Council adopted the biennial Operations and Maintenance (O&M) budget for Fiscal Years 2017-18 and 2018-19 on June 14, 2017; and

WHEREAS, the City Council adopted amendments to the Operations and Maintenance (O&M) budget for Fiscal Year 2018/19 on May 23, 2018 via Resolution 18-34; and

WHEREAS, on July 20, 2016, the Council approved the execution of a new hauling contract with USA Waste of California, Inc. dba Waste Management (Waste Management) that took effect July 1, 2017. The contract includes the service rates that Waste Management will charge the City for providing services to residential and commercial customers; and

WHEREAS, on June 14, 2017, the City Council approved Resolution 17-43, increasing the sewer, water, and refuse public utility rates. The rate increases adopted by the City Council are to be phased in over five years; and

WHEREAS, new positions are necessary in the Water and Sewer funds to meet increased demands related to water meters, backflow testing and sewer maintenance with the transition to water meters and consumption-based rate structure; and

WHEREAS, there are sufficient ongoing funds within the Water and Sewer Funds to cover the ongoing costs of the proposed positions; and

WHEREAS, the City Council has considered all information related to this matter, as presented at the public meetings of the City Council identified herein, including any supporting reports by City staff, and any other information provided during public meetings.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West Sacramento as follows:

1. The City Council hereby approves amendments to the O&M Budget for the 2018-19 fiscal year as provided in the attached Exhibit A.
2. The City Council hereby finds that the facts set forth in the recitals to this Resolution are true and correct and establish the factual basis for the City Council's adoption of this Resolution.
3. This Resolution shall take effect immediately upon its adoption.

PASSED AND ADOPTED by the West Sacramento City Council this 27th day of June 2018, by the following vote:

AYES:
NOES:
ABSENT:

ATTEST:

Christopher L. Cabaldon, Mayor

Kryss Rankin, City Clerk

RESOLUTION 18-45**Sewer Operating Fund - 501****Sewer Collection**

501-9410	Add 1.0 FTE Maintenance Worker Position	\$78,693
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Water Operating Fund – 506**Water Distribution**

506-9611	Add 1.0 FTE Maintenance Worker Position	\$78,693
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506-9611	Vehicle Expenses- Annual Lease Expense of \$6,900 plus vehicle retrofit costs \$2,000	\$8,900
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506-9611	New Laptop (Latitude 7480)	\$1,500
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Water Backflow Prevention Program

506-9612	Add 0.5 FTE Maintenance Worker Position	\$39,347
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Total Water Fund Requests		\$128,440
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Total Budget Requests		\$207,133
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MEETING DATE: June 27, 2018

ITEM # 18

SUBJECT:

CONSIDERATION AND AWARD OF CONTRACT WITH GOLDEN STATE FIRE APPARATUS, INC. FOR ACQUISITION OF FIRE APPARATUS AND ADOPTION OF RESOLUTION 18-43 APPROVING THE FINANCING OF CERTAIN FIRE APPARATUS, DECLARING THE CITY'S INTENT TO REIMBURSE ITSELF FROM THE PROCEEDS OF DEBT FOR CERTAIN EXPENDITURES, AND ADOPTING RELATED AMENDMENTS TO THE FY 2018/19 BUDGET


INITIATED OR REQUESTED BY:

Council Staff

Other

REPORT COORDINATED OR PREPARED BY:

Paul Blumberg, Public Finance Manager


Roberta Raper, Director of Administrative Services

ATTACHMENT Yes No Information Direction Action

OBJECTIVE

This report requests approval of a contract with Golden State Fire Apparatus Inc to acquire two fire apparatus, and approval of City Council Resolution 18-43, which authorizes the lease-purchase financing through a loan from U.S. Bank, declares the City's intent to reimburse itself for certain expenditures made or to be made prior to issuance of the debt in compliance with Internal Revenue Service guidelines for tax-exempt debt, and approves the minor additional appropriation for FY 2018/19 to cover the annual debt payment for the lease.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council:

1. Authorize the award of a contract with Golden State Fire Apparatus, Inc., for two fire vehicles (collectively "fire apparatus") in the amount of \$1,754,008.96;
2. Authorize the City Manager to accept a proposed equipment lease, and to enter into a lease-purchase agreement with U.S. Bank to finance the purchase of the fire apparatus and equipment in the amount of \$1,800,000; and
3. Adopt Resolution 18-43, approving the financing of certain fire apparatus, declaring the City's intent to reimburse itself from the proceeds of debt for certain expenditures, and adopting related amendments to the FY 2018/19 budget.

BACKGROUND

The Fire Department maintains a fleet of 11 fire engines and trucks to meet the service needs of the community. The department maintains a fleet of eight front-line vehicles and three reserve vehicles that are recommended to be replaced on a regular basis. The proposed purchase includes two Type I Engines (Pumper apparatus), which will replace similar vehicles that are over fifteen years old. This purchase is intended to address the standards for vehicle replacement and the department's planned schedule for vehicle replacement.

The vehicle purchases are part of a scheduled replacement that was previously approved by the City Council. On May 23, 2018, the City Council authorized the budget for leasing fire apparatus, included as part of the midterm budget adjustments to the two-year budget ending June 30, 2019. Staff notes the need to proceed with fire fleet vehicle purchases to comply with guidelines for fire vehicle replacement. The National Fire Protection Association (NFPA) Guidelines Section 1901 defines the requirements for new automotive fire apparatus designed to be used under emergency conditions to transport personnel and equipment. Staff will be present at the City Council meeting to respond to any specific questions about these standards, as well as the Fire Department's schedule for apparatus replacement. As with other recent capital purchases, the City's Finance Division is recommending that the purchase be financed over time to minimize impacts to the City's budget.

Procurement of Fire Apparatus

The City's administrative policy for the procurement of City vehicles encourages the use of "cooperative purchasing agents" rather than use of a Request for Proposals process to acquire vehicles. Cooperative arrangements can significantly expedite the procurement by utilizing another governmental entity's competitive solicitation process. The City has received bids for three Pierce Manufacturing vehicles, a major manufacturer of fire apparatus based in Appleton, Wisconsin. The procurement would be through HGACBuy, a large

cooperative purchasing agent serving numerous cities in California as well as throughout the nation. In 2014, the City purchased five fire apparatus using HGACBuy as the cooperative purchasing agent.

A full description of the bid specifications and proposal for apparatus and equipment is included as an attachment to this report.

Financing for Fire Apparatus

Approval of the lease-purchase financing is conditioned upon the Council's approval of the terms that are attached to this report. Staff has obtained a letter of intent from U.S. Bank to finance the purchase in the amount of \$1,800,000 over a 12-year period at an interest rate of 3.52%. This financing will spread the costs of the vehicle and equipment purchase over several years and minimize the budget impact in the current fiscal year. Lease payments will be approximately \$180,182 annually. The term of the loan will more closely align with the expected life cycle of the vehicles and equipment.

Resolution 18-43 is necessary to allow reimbursements of City costs prior to the execution of lease purchase documents with U.S. Bank. To finance that payment (and any other expenditures made before the financing agreement is executed) on a tax-exempt basis, federal income tax regulations require that the City declare its official intent to reimburse those expenditures from the proceeds of the debt. The City may only reimburse expenditures made not more than 60 days prior to the declaration of intent made in Resolution 18-43.

ANALYSIS

The City's Administrative Policy for procuring City vehicles has a provision in the Purchasing Procedures that encourages working with other governmental jurisdictions or purchasing agents on the procurement of City vehicles. Section F-2 states, "As an administrative efficiency, it is highly encouraged that vehicles be purchased through *purchasing alliances* as opposed to the formal bid process. The Purchasing Agent has determined that an identical vehicle available at or below a purchasing alliance's formal contract price from another source may be purchased without obtaining written quotes from other vendors."

The City currently has four Type I Engines (Pumper Apparatus) serving as front-line vehicles. Consistent with the City's adopted Procurement Policy, the City Council is being asked to consider approval of the purchase of two Type I Engine replacement vehicles based on the competitive solicitation conducted by the cooperative purchasing agent, HGACBuy. It should also be noted that the award of contract will have several clear benefits. The purchase of Pierce vehicles will create a fleet where all the City's front-line apparatus have the same manufacturer. The standardization of the fleet will contribute to the ease of operator training and emergency scene standardization. The standardization of the fire apparatus also improves the maintenance of the fleet. The City has had excellent experience with Pierce vehicles, which have been in the City's fleet since 1999.

Procurement of the Pierce vehicles will be through a qualified cooperative purchasing agent HGACBuy, based in Houston, Texas. HGACBuy serves government agencies nationwide but has contracts to provide cooperative purchasing of goods and services with an extensive list of cities in California. The use of cooperative purchasing agents, who conduct a competitive solicitation on behalf of the City, is specifically encouraged in the City's administrative purchasing policy for acquisition of City vehicles. HGACBuy went through a competitive process to arrive at a contract with Pierce vehicles that provides a basis for the City's purchase price. HGAC uses mass circulation, minority emphasis print media, and internet services to post legal notices and bid solicitations. Therefore, posting of public notices to solicit bids and the formal competitive bid process are satisfied through HGAC procedures.

The purchase will be through an in-state vendor, and the City will still receive its portion of the sales tax generated, since sales tax is based on the point of delivery. The City has procured its Pierce vehicles to serve as fire apparatus since 1999. It should be noted that maintenance of the Fire Department vehicles is currently contracted through West Sacramento-based firms who maintain the department's existing Pierce vehicles, and maintenance of the new vehicles would also be with West Sacramento-based vendors. The manufacturing and delivery of the vehicles is estimated to take approximately 13 months.

The City has an existing banking relationship with U.S. Bank and has executed four previous equipment leases with the bank. Because of the bank's previous equipment leases to the City, the application for new financing will be through an amendment to the existing master lease originally approved in September 2012 and amended four times since. The current proposed amendment to the master lease would still be subject to bank approval, but we believe the City's continued underlying credit (Standard and Poor's "A+" rating) will provide a strong basis

for that approval. The official declaration language in the resolution has been provided by the City Attorney and meets the requirements of the applicable Treasury regulations.

Interest rates for tax-exempt borrowing continue to be at historic lows. The business terms provided by U.S Bank include a 3.52% interest rate and a 12-year term. Payments will be made annually in advance. At the end of the lease term the City will take ownership of the financed equipment.

The City Council's prior budget authorization included in 101-9151 will need to be augmented to increase the annual lease payments from \$165,000 to \$180,183 annually for a 12-year period beginning in FY 2019. The budget augmentation in the amount of \$15,183 for FY 2019 will be funded from General Equipment Fund 207 and Fire Impact Fees Fund 223. This increase in debt service is due to increases in interest rates, and hence the cost of borrowing at tax exempt rates since the time the draft budget was prepared.

Resolution 18-43 is required to meet Internal Revenue Service requirements for tax-exempt financings. For example, this "Intent to Reimburse" resolution would allow staff to pay invoices prior to the lease financing becoming available. The City Council has approved similar resolutions with the two previous equipment leases with U.S. Bank.

Environmental Considerations
Not applicable

Commission Recommendation
Not applicable

Strategic Plan Integration

The City has a Strategic Plan goal to achieve a *Financially Sound City Government*. Managing existing debt to achieve savings is a critical tool available to the Administrative Services Department to achieve that goal. Financing the fire apparatus over multiple years will allow flexibility in budgeting rather than incurring the capital costs in one fiscal year.

Alternatives

As an alternative to the recommended action, the Council could: 1) reject the award of contract under purchasing alliances with other governmental jurisdictions under the City's adopted Administrative Policy and instead recommend that staff issue its own Request for Proposals obtain multiple quotes from various lenders and return for approval of financing once competitive bids have been received; or 2) consider approval of less than two vehicles and reduce financing costs associated with the equipment lease ; or 3) not approve staff's recommendation to lease-finance the purchase of the two vehicles.

Coordination and Review

This staff report was coordinated with and reviewed by the City's Fire Department and the City Manager's Office.

Budget/Cost Impact

The total budget for the fire apparatus and equipment is \$1,754,008.96. The acquisition of fire apparatus is a planned expenditure included in the adopted Two-Year Budget. Financing the capital investment is proposed to be funded through a lease-purchase agreement with U.S Bank over a 12-year period and will involve debt service payments of approximately \$180,182 annually. The sources of funds for the debt service payments previously approved will be appropriated from General Equipment Fund 207 and Fire Impact Fees Fund 223. The U.S. Bank loan will be secured at today's favorable rates for municipal debt at an interest rate of 3.52%.

ATTACHMENTS

1. Fire Apparatus Bid Package
2. U.S. Bank Financing Proposal
3. Resolution 18-43

Pulse Number	Qty	Description	Published Options	Unpublished Options
101	1	add "L" Frame liner	\$ 1,729.00	
103	1	upgrade to 22,800# front axle	\$ 2,203.00	
106	1	TAK-4 Suspension	\$ 15,969.00	
114	1	Aluminum Wheels, front	\$ 2,187.00	
115	1	Aluminum Wheels, Rear Single Axle	\$ 3,874.00	
119	1	Mud Flaps	\$ 578.00	
120	1	Wheel Chocks and Mounts	\$ 921.00	
134	1	Detroit DD13 470 to 525	\$ 5,957.00	
135	1	Emergency Shutdown for Engine, Air w/ reset	\$ 1,324.00	
141	1	Change transmission to PR in Place of standard	\$ 10,773.00	
143	1	Add Extended Bumper	\$ 2,641.00	
145	1	Bumper tray with cover	\$ 1,014.00	
149	1	Mirrors - change to door mount bus style	\$ 2,128.00	
154	1	Electric Windows	\$ 1,565.00	
159	1	Bostrom Officer SCBA	\$ 1,917.00	
172	1	Upgrade Enforcer to Arrow	\$ 39,006.00	
178	1	Remote Control Spot Lights	\$ 1,266.00	
180	1	Radio with Weatherband	\$ 1,168.00	
183	1	install Customer MDT with power wiring	\$ 993.00	
184	2	install Customer radio	\$ 1,806.00	
190	1	Camera System Rear only	\$ 1,353.00	
197	1	Intercom System (up to 6 position, 2 with radio, 6 headsets non-wireless)	\$ 5,216.00	
206	1	Newmar Charger	\$ 1,873.00	
210	1	Batteries 6 total	\$ 1,163.00	
214	1	LED under cab lighting	\$ 748.00	
215	1	LED pump-body	\$ 1,834.00	
216	1	LED Headlights	\$ 1,869.00	
223	1	Tail lighting LED Upgrade	\$ 1,471.00	
231	1	Hose Bed Cover, Roll-up	\$ 7,688.00	
240	13	Compartment door locks	\$ 962.00	
243	1	Add Right High Side Compartments	\$ 3,471.00	
246	1	Ladder Storage next to tank	\$ 4,653.00	
260	1	trough - hard suction (each)	\$ 999.00	
262	21	Mate Flex in Enclosed Compartments Per Shelf	\$ 2,688.00	
263	10	Adjustable Compartment shelves	\$ 1,900.00	
266	1	Slide-out floor tray	\$ 803.00	
270	1	PegBoard in compartment	\$ 531.00	
273	4	SCBA Cylinder storage in fender panel double (each)	\$ 3,432.00	
277	1	Increase Pump from 1250 to 1500 gpm	\$ 5,974.00	
280	1	add pump anodes (pair)	\$ 337.00	
281	1	Add Mechanical Seal to Pump	\$ 842.00	

284	1	add 2.5" suction inlet	\$	1,201.00	
285	2	Preconnect 1.5" with 2.0" plumbing - Speed or cross	\$	4,730.00	
289	1	1.5" discharge front bumper	\$	2,313.00	
295	1	Add Large Diameter Side Discharge	\$	5,173.00	
309	1	Hose Reel, above pump w/ 150' Hose	\$	2,964.00	
317	1	Foam Pro 2002 Dual Agent to (3) Discharges	\$	20,323.00	
322	2	Foam Cell 20 Gallons	\$	2,990.00	
328	1	Airhorn at activation pump panel	\$	175.00	
366	1	Air Horns with 2 foot switches	\$	1,517.00	
368	1	Q2B Siren	\$	4,051.00	
371	1	Mini Lightbar over crew cab Doors	\$	4,057.00	
372	1	Traffic Directing light bar "A"	\$	1,919.00	
381	1	Hydraulic 8 KW	\$	20,621.00	
401	1	Light Tower 3000 Watt	\$	9,929.00	
402	1	Electric Cord Reel with 200' of 10/3	\$	3,386.00	
429	1	Two-tone Cab paint	\$	2,130.00	
468	5	Complete SCBA	\$	37,715.00	
DTF	1	Loose equipment added to specs per 3/26/18 list			\$ 99,924.32
0708939	1	Drawing, Right Pump Panel, Control Zone			\$ 276.81
0708941	1	Drawing, Left Pump Panel, Control Zone			\$ 276.81
0003245	1	Axle Hub Covers w/center hole, S/S, Front Axle			\$ 103.17
0001960	1	Axle Hub Covers, Rear, S/S, High Hat (Pair)			\$ 217.32
0070790	1	Brake Lines, Nyl w/Wire Reinf At Ea Brake Chamber			\$ 543.72
0533843	1	Outlet, Air, .25", with shut off valve, Parker B13			\$ 516.85
0050221	1	Valve, Parking Brake, Special Location			\$ 247.94
0037145	1	Heater, 1000 watt Immersion, Connect to Shoreline			\$ 568.81
0002265	1	Guard, U-Bolt over Emergency Shutdown			\$ 45.73
0667711	1	Diffuser, Exh, Modified For Extraction, 5"x7"x5", Flush W/Rub Rail,Chrome, CARE			\$ 434.72
0657980	1	Cooling Hoses, Gates Silicone - Custom			\$ 739.92
0552777	1	Fuel Pump for Repriming			\$ 457.25
0637536	1	Transmission, Shifter, 6-Spd, T-Handle, 4500 EVS, AXT, Dash CF			\$ 266.03
0565656	1	Fluid, 4000 Series Transmission, TranSynd synthetic, IPOS, Custom			\$ 444.33
0005739	1	Tow Eyes, Chrome, Chicago Style, Top of Deck			\$ 638.37
0566676	1	Notch, Bumper Tray Cover, Each			\$ 68.58
0765272	1	Lights, Fog, JW Speaker, 6048, Recess In Bumper, Hdlt Sw & Sep Sw			\$ 1,028.99
0022224	1	Scuffplate, Aluminum Treadplate, Rear of Engine Tunnel			\$ 322.57
0012226	1	Scuffplates, S/S Corner Guard, Polished, Rear Cab Corners			\$ 427.33
0558101	1	Handrail, 10" on Cab Below Windshield, Single			\$ 267.28
0786290	1	Window Tint, Crew Cab Door, Left Side, Privacy Dark Gray			\$ 144.98
0786284	1	Window Tint, Behind Cab Door, Right Side, Privacy Dark Gray			\$ 111.90
0786279	1	Window Tint, Crew Cab Door, Right Side, Privacy Dark Gray			\$ 144.98
0786299	1	Window Tint, Behind Cab Door, Left Side, Privacy Dark Gray			\$ 111.90
0616652	1	Mounting Provisions, 3/16" Alum, Driver Side Raceway, AXT			\$ 152.43

0683927	1	Cover, A/C lines and Connections, Painted	\$	158.24
0660960	1	Dual Condensate Drain Tubes for A/C Drip Pan, AXT	\$	353.28
0624005	1	Sun Visor, Vinyl/Fabric, AXT, Dash CF, Qtm, Saber FR/Enforcer	\$	234.43
0002508	1	Map Box, 3 Bin/30 deg Slant, Custom Chassis	\$	447.28
0004431	1	Inserts, Back Rest For Bostrom SCBA Seats	\$	83.14
0697223	1	Seat Mounting, Forward Facing. Moved Rearward	\$	104.33
0548004	2	Wiring, Spare, 15 A 12V DC 1st	\$	191.19
0548007	2	Wiring, Spare, 15 A 12V DC 3rd	\$	284.28
0585914	1	Wiring, Spare, 20 A 12V DC, 6 Circuit Fuse Block, Blue Sea 5025 1st	\$	272.74
0610968	1	Wiring, Spare, 2.0 A 12V DC, USB Termination Blue Sea 1016 1st	\$	214.76
0548006	1	Wiring, Spare, 15 A 12V DC 2nd	\$	142.14
0560535	2	Wiring, Spare, 15 A 12V DC 4th	\$	284.28
0551721	1	Switch Panel Modification, Pump Shift	\$	140.23
0626722	1	Switches, "Engine Start", Ignition", Special Location	\$	287.21
0559503	1	Install Customer Provided Portable Radio Charger(s)	\$	116.61
0059581	2	Buzzer, Warning - Button, Qty, Location	\$	501.15
0023412	1	Drain, Tank - 1.50"	\$	498.82
0567777	1	Storage, Rear, Hose, Smooth Alum Door (Menasha)	\$	421.57
0014112	2	Tray, Hose, Running Board, Special Capacity	\$	1,207.15
0003919	1	Reverse Hinge Compartment Door	\$	126.37
0004010	11	Scuffplate, Polished S/S Bottom of Door Frame	\$	1,499.80
0004012	6	Scuffplate, S/S, Inside Each Compt Door	\$	1,087.43
0656031	1	Compt, Backboard Storage, Over Pump	\$	2,040.42
0659383	10	Matting, Turtle Tile w/Ramp, Compt Floors	\$	1,413.33
0028026	11	Matting, Turtle Tile, Compt Shelving only	\$	1,554.66
0004154	2	Handrail, Extra - 10" Long	\$	452.27
0767846	1	Trough, S/S, For 8' Folding Ladder Storage	\$	224.47
0051413	1	Compt, (3) Pike Poles Below Tank Tee, DS, Spcl Heads	\$	859.82
0004375	1	Bell, 12" Chrome w/Eagle	\$	1,623.99
0775393	1	Thermal Relief Valve, TRV170-L w/Red Warning Light and Alarm, Hale Pump	\$	994.53
0004990	1	Outlet, Front HB, 2.50" w/2.50" Plumbing	\$	1,875.58
0005080	4	Reducer, 2.50" FNST x 1.50" MNST, w/Cap	\$	485.52
0035042	1	Control, Outlets, Dual Control Outlet(s)	\$	1,040.88
0021954	1	Cutout for Reel Access, One, w/ S/S Trim	\$	409.17
0622237	2	Roller Assembly, Additional	\$	577.78
0768168	2	Valve(s), Additional Foam Shutoff	\$	764.99
0058796	1	Gauge Panel, Vertically Hinged	\$	415.69
0056063	1	Bracket, Wedge Style, (2) Foot Switch, Driver Side	\$	225.65
0613946	1	Switches, Additional, Alley/TakeDown Lights in Lightbar	\$	384.16
0653323	1	Reflective Band, .50"-5.00"-.50" with .50" gap	\$	421.68
0679870	8	Stripe, Sign Gold, Corner, (Body)	\$	406.20
0679822	1	Stripe, Sign Gold, Two-Tone Paint Break with Shield, IPO Chrome Molding	\$	556.01
0685932	1	Lettering, Sign Gold, 3.00", (41-60)	\$	958.30

0685993	2	Lettering, Reflective, 10.00", Each		\$	66.57
0685750	4	Lettering, Sign Gold, 9.00", Each		\$	344.89
0685985	6	Lettering, Reflective, 12.00", Each		\$	382.16
0686018	3	Lettering, Reflective, 5.00", Each		\$	60.79
0686084	14	Lettering, Reflective, 3.00", Each		\$	206.04
0685826	14	Lettering, Sign Gold, 2.00", Each		\$	272.77
0616452	1	Emblem, Sign Gold, City Logo, Pair, West Sacramento, CA		\$	1,079.10
0666414	2	Emblem, Freedom Flag, Each		\$	201.69
0695610	1	Emblem, Reflective, Per Dept. Submittal, Each		\$	174.35

Base Bid	\$416,850.00	
Published Options	\$274,020.00	
Total Published Options	\$690,870.00	
Unpublished Options	\$137,612.92	19.92%
Total Options w/o HGAC Fee	\$828,482.92	

All of **us** serving you®

Government Leasing and Finance

City of West Sacramento, CA

Attn: Paul Blumberg

At your request, U.S. Bancorp Government Leasing and Finance, Inc. ("USBGLF") has prepared for your consideration the following proposal for financing ("Proposal"). **This is only a proposal and does not represent a commitment by U.S. Bancorp Government Leasing and Finance, Inc.**

Customer:	City of West Sacramento, CA						
Lessor:	U.S. Bancorp Government Leasing and Finance, Inc.						
PROPERTY:	2 Fire Engines plus contingency						
EXPIRATION:	July 31, 2018						
LEASE QUOTE:	Amount	Rate	Payments	Factor	Pmts / Year	Term	Adv. / Arr.
	1,800,000.00	3.52%	180,182.49	0.1001014	1	144 Months	Advance

Notes: There are no fees associated with this offer including the establishment and use of a U.S. Bank, N.A. escrow account should one be required. No pre-payment for 12 months after lease funding, thereafter pre-payment is permitted on any payment date at 103% of the outstanding principal balance

The Lease will be structured as a tax-exempt municipal lease, with title in the Lessee's name and USBGLF holding a security interest in the equipment during the term. The lease is "triple-net" with the Lessee responsible for taxes, maintenance and insurance. Documentation will be provided by USBGLF, including (i) standard representations, warranties and covenants by the Lessee pertaining to the accuracy of information, organization, authority, essential use, compliance with laws, pending legal action, location and use of collateral, insurance, financial reporting and financial covenants; and (ii) standard USBGLF provisions pertaining to events of default and remedies available upon default. This offer is subject to the execution of all documentation by the Lessee within a reasonable time and in form and substance acceptable to Lessee, USBGLF and USBGLF's counsel, including terms and conditions not outlined in this Proposal.

This Proposal is conditioned on there being no material adverse change in the financial condition of the Lessee. Additionally, the terms and conditions outlined herein are subject to final review and approval (including collateral and essential use review) by USBGLF's business, legal, credit, and equipment risk management personnel.

Sincerely,

Thomas E. Seybold
Vice President

ACCEPTANCE:

By accepting this Proposal, Lessee acknowledges that **this Proposal does not represent a commitment to provide financing** but only outlines general terms and conditions of the USBGLF's financing program currently available to qualified lessees.

ACCEPTED BY:

 Name / Title

dated: _____

Government Leasing and Finance

Payment Table
(Assumes funding July 15, 2018)

	Totals	2,162,189.88	1,800,000.00	362,189.88	
*Prepayment balance equals 103% of principal outstanding after payment due.					
Pay #	Date	Payment	Principal	Interest	*Prepayment Balance
1	15-Jul-2018	180,182.49	180,182.49	0.00	1,668,412.04
2	15-Jul-2019	180,182.49	123,103.98	57,078.51	1,541,614.94
3	15-Jul-2020	180,182.49	127,441.87	52,740.62	1,410,349.81
4	15-Jul-2021	180,182.49	131,932.62	48,249.87	1,274,459.22
5	15-Jul-2022	180,182.49	136,581.61	43,600.88	1,133,780.16
6	15-Jul-2023	180,182.49	141,394.42	38,788.07	988,143.91
7	15-Jul-2024	180,182.49	146,376.82	33,805.67	837,375.78
8	15-Jul-2025	180,182.49	151,534.79	28,647.70	681,294.94
9	15-Jul-2026	180,182.49	156,874.52	23,307.97	519,714.19
10	15-Jul-2027	180,182.49	162,402.40	17,780.09	352,439.71
11	15-Jul-2028	180,182.49	168,125.08	12,057.41	179,270.89
12	15-Jul-2029	180,182.49	174,049.40	6,133.09	0.00

RESOLUTION 18-43**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST SACRAMENTO APPROVING THE FINANCING OF CERTAIN FIRE APPARATUS, DECLARING THE CITY'S INTENT TO REIMBURSE ITSELF FROM THE PROCEEDS OF DEBT FOR CERTAIN EXPENDITURES, AND ADOPTING RELATED AMENDMENTS TO THE FY 2018/19 BUDGET**

WHEREAS, the City Council adopted the biennial Operations and Maintenance (O&M) budget for Fiscal Years 2017/18 and 2018/19 on June 14, 2017; and

WHEREAS, the City Council adopted amendments to the Operations and Maintenance (O&M) budget for Fiscal Year 2018/19 on May 23, 2018 via Resolution 18-34; and

WHEREAS, the adopted budget includes an annual appropriation of \$165,000 funded 50% from the General Equipment Fund and 50% from the Fire Impact Fee Fund; and

WHEREAS, on June 27, 2018, the City Council authorized the City Manager to enter into a Master Equipment Lease Agreement with U.S. Bank to finance the purchase of new fire apparatus (the "Project"); and

WHEREAS, the City anticipates that it will issue debt obligations in the form of a lease agreement, the payments under which would contain a separately stated interest component for the purpose of financing the Project costs on a long-term basis; and

WHEREAS, the City's obligations under the lease agreement will be considered debt for federal income tax purposes; and

WHEREAS, the maximum principal amount of such debt expected to be issued to finance the Project costs is \$1,800,000; and

WHEREAS, the annual debt payments for the lease-purchase of the two Fire Apparatus are projected to be higher than the adopted budget amount by approximately \$15,183, which is to be split 50% from the General Equipment Fund and 50% from the Fire Impact Fee Fund; and

WHEREAS, there are sufficient funds available in the General Equipment Fund and the Fire Impact Fee Fund to cover the additional appropriations requested; and

WHEREAS, the City has paid, beginning no earlier than 60 days prior to June 27, 2018, and expects to pay on and after the date hereof certain Project costs ("the Expenditures"); and

WHEREAS, in order to obtain favorable treatment of expenditures of proceeds of the debt obligations used to reimburse the Expenditures, Treasury Regulations section 1.150-2 requires the City to declare its official intent to reimburse the Expenditures with proceeds of debt.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of West Sacramento that:

1. **Findings.** The City Council hereby finds and determines that the foregoing recitals are true and correct.

2. **Approval of Financing.** The City Manager is authorized to execute a lease agreement with U.S. Bank in the amount of \$1,800,000 for a term not to exceed 12 years and an interest rate not to exceed 3.52%.

3. **Official Intent.** The City hereby states that it reasonably expects to reimburse the Expenditures with proceeds of debt to be incurred by the City. The foregoing statement is a declaration of official intent that is made under and only for the purpose of establishing compliance with the requirements of Treasury Regulations section 1.150-2. This resolution does not bind the City to make any expenditure of Project costs or to incur any debt for the Project.

4. **Capital Expenditures.** Each Expenditure was or will be: (a) of a type properly chargeable to capital account under general federal income tax principles (determined in each case as of the date of the Expenditure), and (b) complies with all applicable Treasury regulations.

5. **Reimbursement Allocations.** The City will make a reimbursement allocation, which is a written allocation by the City that evidences the City's use of proceeds of debt to reimburse an Expenditure, no later than 18 months after the later of the date on which the Expenditure is paid or the Project is placed in service or abandoned, but in no event more than three years after the date on which the Expenditure is paid.

6. **Budget Appropriations.** The City Council hereby authorizes additional appropriations for FY 2018/19 in the amount of \$15,183 for the annual lease payment, 50% of which will be funded by the General Equipment Fund and 50% of which will be funded by the Fire Impact Fee Fund.

7. **Effective Date.** This resolution shall take effect immediately upon its passage.

APPROVED, PASSED, AND ADOPTED this 27th day of June, 2018, by the City Council of the City of West Sacramento by the following vote:

AYES:
NOES:
ABSENT:

Christopher L. Cabaldon, Mayor

ATTEST:

Kryss Rankin, City Clerk

MEETING DATE: June 27, 2018

ITEM # 19

SUBJECT:**CONSIDERATION OF WORKSHOP ON AND APPROVE AND AUTHORIZE SUBMISSION OF THE DRAFT PIONEER BLUFF AND STONE LOCK REUSE MASTER PLAN****INITIATED OR REQUESTED BY:**

Council Staff
 Other

REPORT COORDINATED OR PREPARED BY:

Katie Yancey, Senior Program Manager



Aaron Laurel, Economic Development and Housing Director

ATTACHMENT Yes No Information Direction Action

OBJECTIVE

The purpose of this report is to facilitate the City Council's discussion of the Draft Pioneer Bluff/ Stone Lock Reuse Master Plan, solicit the Council's feedback and receive Council authorization to submit the document to the Strategic Growth Council as required by the Sustainable Communities Planning Grant (SGC Grant).

RECOMMENDED ACTION

Staff respectfully recommends that the City Council:

1. Conduct the workshop on the Draft Pioneer Bluff/Stone Lock Reuse Master Plan (Draft Master Plan) and provide staff with comments; and
2. Approve and authorize the submission of the Draft Master Plan to satisfy the SGC Grant's requirements following the incorporation of any changes or recommendations the Council may have.

BACKGROUND

In late 2014, the City Council approved the Pioneer Bluff Transition Plan (PBTP), which included an action plan for commencing the City's efforts to de-industrialize Pioneer Bluff for future development as an urban mixed-use neighborhood. The PBTP identified two major inputs that needed to be defined before the City could complete the Draft Master Plan: 1) the amount of developable land; and 2) the access and circulation network. In mid-2015, the City commenced its reuse planning efforts for the Draft Master Plan area which is funded, in part, by a State Strategic Growth Council Sustainable Communities Planning (SGC) grant in the amount of \$377,561.

Over the past three years, the City Council has considered and/or approved several elements of the Draft Master Plan associated with determining the extent of buildable land and proposed access and circulation solutions for the Draft Master Plan area. In 2015, the City Council incorporated the Stone Lock District into the Draft Master Plan's boundary, which more than doubled the size of the planning area. In 2016, the City Council approved a contract with HDR Engineering to conduct a comprehensive analysis of the feasibility of relocating Union Pacific Railroad's rail spur from Jefferson Boulevard to the west side of the City. The relocation of the rail spur could add approximately 100-feet of potentially buildable land and eliminate the primary major barrier to accessing the Pioneer Bluff District. Also, in 2016, the City Council approved a contract with Wood Rodgers, Inc. to determine the building setback for the Draft Master Plan area. The analysis determined the extent of buildable land along the Sacramento River and the Deep-Water Ship Channel (DWSC).

In 2017, the results of the rail relocation investigation were presented to the Port Commission, and the results of the building setback investigation were presented to the West Sacramento Area Flood Control Agency (WSAFCA) Board and the City Council. The HDR' analysis concluded that the rail relocation project was technically feasible and recommended additional financial analysis to confirm this initial finding. Recommendations to coordinate with the City to develop this next evaluation phase were approved by the Port Commission. For the building setback, three preferred setback alternatives were identified and recommended for consultation with the appropriate state and federal regulatory agencies. These recommendations were approved by the WSAFCA Board and the City Council. Additionally, recommendations were approved for the integration of certain flood protection improvements with the Draft Master Plan's proposed parks and recreation improvements. The Draft Maser Plan includes the City Council's conceptually-approved revised Central Park vision that prescribes a limited amount of buildable land of future parks and recreation uses. This revised Central Park concept, with input from the Parks and Open Space Master Plan update, was used as the basis for developing specific parks, recreation, trail and open space recommendations in the Draft Master Plan.

In 2018, the City Council considered four mobility network (i.e. roadway and trail improvements) alternatives for the Draft Master Plan area. The Draft Master Plan includes the City Council's conceptually-approved mobility network alternative and defines the areas that will become public right of way for access and circulation purposes. Council approved the use of the conceptual mobility network for both the Broadway Bridge project's traffic analysis and as the basis for developing the specific access and circulation recommendations contained in the Draft Master Plan. Lastly, the City Council approved a \$200,000 allocation for the next phase of rail relocation studies, which is matched by a \$150,000 Port contribution.

ANALYSIS

The SGC grant work program explicitly states that the Draft Master Plan (Attachment 1) must be in a format that does not trigger California Environmental Quality Act (CEQA) requirements and that the land uses described in the Draft Master Plan must be consistent with the City's General Plan. This was an intentional concession, and not a requirement of the grant, as the PBTP states that the transition potential within the Pioneer Bluff District will be shaped by several major projects (including de-industrialization and transportation-related efforts) both within and outside the Draft Master Plan area. These projects are proceeding on independent paths without an overarching strategic approach to reconcile their timing and relationship to the redevelopment of the Draft Master Plan area. Given that challenge, it would be highly speculative to complete environmental analysis of foreseeable impacts associated with all the recommendations to be included in the Draft Master Plan.

The Draft Master Plan does not directly prescribe projects and should not be considered a project itself, but instead is designed to serve as a resource and reference document and management tool for future de-industrialization and development efforts in the Pioneer Bluff and Stone Lock districts (Districts). In addition to detailing existing opportunities and constraints, the document provides recommended next steps to inform the City's long-term approach to accelerating the development of these areas into vibrant mixed-use districts. The Draft Master Plan conducts due diligence on the General Plan vision and the existing related policy direction for the Districts; articulates a path for achieving all reasonably foreseeable implementation actions needed to implement that vision; and assesses and catalogs longer term actions and projects that are projected to be necessary in the future. The Draft Master Plan represents the City's first attempt to bring together in one analysis all of the interdependent factors affecting the developability of the Pioneer Bluff and Stone Lock districts (including site conditions, regulatory framework, real estate economics, City transportation priorities and the impact of flood control projects) so that the City can better understand the interrelationship of these issues and begin creating more detailed long-term strategies for developing the Districts.

The Draft Master Plan includes an executive summary and three volumes:

- **Volume I** of the Draft Master Plan is the PBTP. Volumes II and III expand and modify some of the conclusions in this document, but this Council-approved plan is still the touchstone for the current effort.
- **Volume II** is an Existing Conditions Assessment consisting of a discussion of the existing context, an assessment of the existing real estate, flood protection, open space, transportation, municipal utilities, environmental and market conditions and their accompanying development standards.
- **Volume III** is the Transition Strategy, which includes a de-industrialization strategy and a land development strategy for the planning area, and a conceptual Investment Strategy, designed to capitalize the opportunities and overcome the challenges described in Volumes I, II, and III of the Draft Master Plan.

The following sections provide an overview of each volume.

Volume I: PBTP

Volume I of the Draft Master Plan is the PBTP. This document provides background information, a summary-level transition scope, and an economic analysis to support the transition of Pioneer Bluff from its current industrial uses to new urban, mixed-use development. The PBTP is based on the real estate economics of de-industrializing and developing the Pioneer Bluff District to support transit-served, urban-scale, mixed-use development. This includes business relocation, property clean-up, and construction of new backbone infrastructure. Estimated transition costs are significant and include regional, City, and district-level (Pioneer Bluff) beneficiaries. The PBTP land residual analysis concluded that under current assumptions, the feasibility of transitioning the Districts to mixed-use neighborhoods is tenuous due to the need for de-industrialization activities and for substantial public infrastructure investments along with the sensitivity of the transition process to the scope, cost and timing of those projects.

To help address this challenge, the PBTP recommended a series of actions to facilitate the transition process that focused on two efforts: 1) de-industrialization activities; and 2) coordinating the area's transition planning with other city and regional planning activities. This action plan reflects the multi-disciplinary and multi-

jurisdictional scope of the transition processes and, as such, includes many collaborative processes that go beyond the geographic boundaries of Pioneer Bluff. This document provided the basis for preparing a comprehensive reuse master plan for the district and allowed the City to successfully secure funding for the development of the Draft Master Plan.

Volume II: Existing Conditions Assessment

Volume II expands upon Volume I by providing a more comprehensive review of the existing conditions in the Districts as well as an overview of the regulations, standards, policy objectives, etc. both in the City and regionally that might influence decision-making within these areas. These “standards” are broken down by type and include discussions related to land use, flood protection, parks and open space, transportation, municipal utilities, and economic conditions. Volume II also contains a reconciliation of visioning for concepts and plans that lie within the Districts, namely the Districts’ flood protection solutions, the Central Park concept, the Broadway Bridge, and the Districts’ roadway network. Volume II coordinates past and current efforts with each of these efforts, ensuring that future planning efforts move forward in unison while providing scoping and cost estimates for each of these processes.

This volume provides additional detail about the challenges that must be overcome in order for the Districts to develop in accordance with the PBTP, including the effect of flood setbacks on developable property; the need for substantial de-industrialization before new mixed-use construction can begin; multiple environmentally contaminated sites; the potential impact of flood protection improvements on the Central Park’s conceptual programming; the dependency of the Districts’ long-term development feasibility on major infrastructure projects, including the Enterprise Bridge, a reconfigured eastbound on-ramp to U.S. 50, and the Broadway Bridge; and very challenging land economics due in part to the costs of addressing these issues. The detailed documentation of these issues informed the development of Volume III and will also provide a valuable resource for the City, landowners, developers, and other stakeholders as they collaborate in the future to bring the Council’s vision for the Districts to fruition.

Volume III: Transition Strategy

As noted previously, the redevelopment of the Districts is a long-term endeavor that is not amenable to excessive detailed up-front implementation planning. Staff has identified and prioritized several key projects that are necessary precursors to the achievement of the Council’s vision for these areas. Volume III provides a preliminary transition strategy for the Districts, including a discussion of de-industrialization efforts, land use development, and building development required to initiate the Districts’ transition to urban waterfront development.

The Transition Strategy discusses the processes, roles and timelines for facilitating the land use transformation of the Draft Master Plan area. Staff has identified three key steps in the transition process: de-industrialization, land development, and building development. The Transition Strategy only addresses the first two transition processes and refers to the Master Plan’s investment strategy as “conceptual” due to the large number of de-industrialization and regional transportation projects that are essential for the successful redevelopment of Draft Master Plan area but not necessarily guided by the plan or located within its geographic boundaries.

The de-industrialization strategy is expanded beyond what was included in the PBTP to highlight the interdependencies of de-industrialization projects with realization of land development potential. This strategy identifies five major de-industrialization projects which are summarized below:

- Corp Yard Relocation: In 2017 the City prepared a plan to move its existing corporation yard operations from Pioneer Bluff to a new facility located at the western end of West Capitol Avenue. The current 11-acre Corp Yard site includes the former Wastewater Treatment Plant (WWTP) which was decommissioned in 2008. The former WWTP includes extensive industrial facilities that will be costly to demolish and remediate. The City plans to study an adaptive recreation reuse of the in-ground tanks that may reduce this liability.
- Petroleum Tank Farm Relocation/Removal: The timing and phasing of relocation, demolition, and remediation activities for these sites will likely be driven by business decisions made by the private sector. Where possible and appropriate, the City and/or the Port should be proactive in supporting these business decisions. This year, the Port entered into an agreement with Shell Oil that will result in the closure of their site in 2021, followed by remediation and the possible acquisition of the property by the Port.
- Stone Lock Facility Retrofit: This facility was constructed in the early 1960s to connect the Sacramento River with the Port’s Deep-Water Ship Channel and to overcome a grade difference between these two waterways. It plays a critical role in the City’s flood protection system and has been slated for adaptive reuse as a joint recreation and flood protection facility. In March 2018, Wood Rodgers, Inc., prepared an alternatives analysis for the flood control structure that considered recreational co-benefits. In April 2018, Jacobs Advanced

Planning Group, prepared a preliminary recreation retrofit plan for the entire site and utilized the site as the center of a revised Central Park concept.

- Rail Relocation: Relocation of the rail spur that runs along the western edge of Pioneer Bluff is critical to resolving fundamental development constraints, as well as realizing broader City objectives (e.g., public riverfront access, etc.). In October 2017, HDR, Inc. completed a feasibility study for the relocation of the riverfront short line rail to the west side of the City.
- Street Network Retrofit: The existing streets within the Pioneer Bluff District have historically served the industrial uses along the waterfront but have been evolving to serve the rest of the City. Until a new urban street grid can be designed and constructed, interim streetscape improvements will be necessary to address the needs of the new users of these existing roads. AECOM Technical Services, Inc. has completed preliminary designs of a series of street network alternatives, interim streetscape improvement plans and cost estimates.

The land development strategy captures the refined Draft Master Plan area's vision, its target build-out program, development dependences and phasing, and compiles staff's wide range of due diligence on the various steps, processes and transactions that are needed to transition the Draft Master Plan area to shovel-ready sites. Its development phasing identifies specific de-industrialization projects, regional transportation projects, and regulatory hurdles. The land development strategy then identifies the regional and local transportation and infrastructure projects needed to facilitate transition of the Districts and the relationship of these improvements to the Districts development objectives and each other.

The Draft Master Plan recommendations were developed based on the need to maximize real estate values to support public infrastructure and amenities and balance public and private interests. Many of the Districts' flood protection solutions, not only define the extent of buildable land, they predetermine much of the Districts' park's programming and function. Access to these new recreation facilities, combined with overcoming the Districts inadequate circulation, requires the construction of a new mobility network. The recommended mobility network will connect the District with rest of the City and capitalize on the market premium associated with water-adjacent development opportunities. This new mobility network will include underground telecommunication facilities. For the Draft Master Plan, wet utility improvements have been analyzed at a programmatic level. These improvements would be installed with the new network. New "public realm" facilities that improve access to the waterfront and improve connectivity have been frontloaded in the development phasing to change the Districts' market position. The land development strategy's anticipated phasing (expressed in Volume III's recommendations) provides an implementation-oriented perspective on when and where building development is expected to occur and what transition processes have been successfully completed to facilitate that development.

Volume III also includes a Conceptual Investment Strategy that summarizes the findings of the Draft Master Plan and makes recommendations to designed to overcome the development feasibility challenges identified in the document. Because project coordination and sequencing are likely essential to achieving the Council's vision for the Districts, Volume III includes recommended approaches to align decision-making processes and project implementation in order to maximize the likelihood of successful development outcomes. To this end, the Conceptual Investment Strategy is intended to serve as an interim planning tool pending development of a more complete long-term financing plan, which will only become possible in the future when some of the precursory major projects noted above have been completed and there is more certainty about development timelines.

Taken together, the three volumes of the Draft Master Plan are intended to outline the City Council's vision for the Districts, summarize the challenges that lie in the path of achieving that vision, and to provide background resources and action items that the City can undertake to bring the vision closer to reality. The development of this area may be the most complex redevelopment project the City has ever undertaken, and going forward, the Draft Master Plan is expected to be a key resource for the City and stakeholders in the Districts as they work together to create these new mixed-use urban riverfront neighborhoods.

Environmental Considerations

This action is not a project that is subject to CEQA because it is not an activity that may cause either a direct or reasonably foreseeable indirect physical change in the environment. (Pub. Resources Code, § 21065; CEQA Guidelines §§ 15060(c), 15378(a).)

Commission Recommendation

Staff has presented policy considerations, specific project recommendations and draft content for the Draft Master Plan to many of the City's Commissions and the WSAFCA Board listed below during the period of 2016-2018.

- 2016- Arts, Culture and Historic Preservation Commission, Transportation, Mobility and Infrastructure (TMI) Commission, Parks, Recreation and Intergenerational (Parks) Commission, Economic Development & Housing (EDH) Commission, and the Planning Commission(PC); and
- 2017- Parks Commission, WSAFCA Board, and the EDH Commission
- 2018- Parks Commission, WSAFCA Board, TMI Commission

The Draft Master Plan includes descriptions of these Commissions' and the WSAFCA Board's recommendations.

Strategic Plan Integration

This item advances the 2018 Strategic Plan Policy Agenda Top Priority item "Pioneer Bluff/Stone Lock Reuse Master Plan."

Alternatives

As an alternative to the recommended action, the Council could postpone the staff workshop to a future meeting. Staff does not recommend this alternative because submittal of the Draft Master Plan to SGC must be approved no later than June 27, 2018.

Coordination and Review

This report was prepared by Economic Development & Housing staff. The Master Plan's content was prepared by an internal technical team comprised of staff from Community Development, Public Works, and Parks.

Budget/Cost Impact

Not applicable

ATTACHMENT(S)

1. Draft Master Plan



PIONEER BLUFF AND STONE LOCK REUSE MASTER PLAN

JUNE 2018



ROAD CLASSIFICATION	STREET LIGHTS	LANDSCAPE ARCHITECTURE
1. Major Arterial	1. Street Light Pole	1. Planting
2. Minor Arterial	2. Street Light Pole	2. Planting
3. Collector	3. Street Light Pole	3. Planting
4. Local	4. Street Light Pole	4. Planting
5. Pedestrian	5. Street Light Pole	5. Planting
6. Bicycle	6. Street Light Pole	6. Planting
7. Transit	7. Street Light Pole	7. Planting
8. Waterway	8. Street Light Pole	8. Planting
9. Greenway	9. Street Light Pole	9. Planting
10. Park	10. Street Light Pole	10. Planting
11. Plaza	11. Street Light Pole	11. Planting
12. Public Space	12. Street Light Pole	12. Planting
13. Open Space	13. Street Light Pole	13. Planting
14. Waterfront	14. Street Light Pole	14. Planting
15. Waterfront	15. Street Light Pole	15. Planting
16. Waterfront	16. Street Light Pole	16. Planting
17. Waterfront	17. Street Light Pole	17. Planting
18. Waterfront	18. Street Light Pole	18. Planting
19. Waterfront	19. Street Light Pole	19. Planting
20. Waterfront	20. Street Light Pole	20. Planting

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PIONEER BLUFF AND STONE LOCK REUSE MASTER PLAN

EXECUTIVE SUMMARY

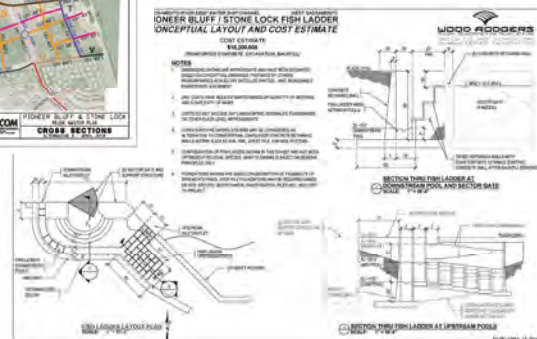


Figure 4. Overall Trail Map

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Executive Summary

The purpose of the Pioneer Bluff and Stone Lock Reuse Master Plan (Master Plan) is to capture the Pioneer Bluff and Stone Lock District's (Districts) obstacles and challenges that impede market-driven urban waterfront mixed-use redevelopment and to guide the continued transition process of the Districts prior to the development of a future specific plan document or other implementation document (e.g., development agreements, etc.). The recommendations contained within the Master Plan are a response to its due diligence findings, and the recognition that only a thoughtful, integrated approach will result in the desired outcome. The Master Plan's transition strategies define the scope of public-private activities necessary to transition the Districts to urban mixed-use development as well as the key challenges and opportunities related to implementing this scope. The Master Plan's transition strategies' recommendations frame the many substantive and interconnected relationships between the Districts, their projects, and other related citywide interests (e.g., economic development, regional infrastructure, etc.).

The Master Plan is structured to be both a resource document and a management tool that reflects current due diligence, project scopes, implementation priorities, and investment practices. As a resource document, it summarizes the relationships that the various projects have to each other and the District's real estate visions. As a management tool, it is ultimately intended to be integrated with existing City project development activities and its recommendations incorporated into future iterations of the City's Strategic Plan as well as other decision-making processes. It is comprised of three volumes which are summarized below.

Volume I of the Master Plan is the 2014 Pioneer Bluff Transition Plan. Volume I conceptually summarized the Pioneer Bluff District's transition processes, scope and projected costs. It recommended a series of actions to facilitate the transition process that focused on two efforts: de-industrialization activities and coordinating the area's transition planning with other city and regional planning activities. Volumes II and III expand and modify some of the analysis contained in this document, but this Council-approved plan is still the starting-point for the current effort.

Volume II is an existing conditions assessment and a due diligence reference guide. Volume II expands upon Volume I by providing a more comprehensive review of the existing conditions in the Districts as well as an overview of the regulations, standards, policy objectives, etc. both in the City and regionally that might influence decision-making within these areas. These "standards" are broken down by

applicable discipline and include discussions related to land use, flood protection, parks and open space, transportation, municipal utilities, and economic conditions. Volume II also contains a reconciliation of visioning concepts and plans that lie within the Districts, namely the Districts' flood protection solutions, the Central Park concept, the Broadway Bridge, and the Districts' roadway network.

Volume III contains the Districts' transition strategies that incorporate Volume I's recommendations and Volume II's cataloged standards and the Districts' reconciled visions for its public realm. These transition strategies include a transition overview strategy, an updated de-industrialization strategy, a land development strategy, and a conceptual investment strategy. All are designed to capitalize the opportunities and overcome the challenges described in Volumes I, II, and III of the Master Plan and to better coordinate the interoperability of the projects influencing the redevelopment of the Districts.

The implementation actions presented in the Master Plan's transition strategies are positioned as recommendations and are therefore structured to not trigger California Environmental Quality Act (CEQA) requirements. This is intentional as Volume I states that transition potential will be shaped by several major projects (including de-industrialization and transportation-related efforts) both within and outside the Master Plan area. These projects were proceeding on independent paths without an overarching strategic approach to reconcile their timing and/or relationship to the redevelopment of the Master Plan area. Given this disconnect, which has only been partially remediated with this Master Plan, it would be highly speculative to complete environmental analysis of all the foreseeable impacts associated with all the recommendations included in the Master Plan. The earliest anticipated timeframe for a Districts-wide specific plan and its associated environmental document is 2025.

1.1 Volume I: Pioneer Bluff Transition Plan

Summary

Volume I was approved by the City Council in December 2014. The document's transition economics estimated a break-even land residual value that implied that financing the Pioneer Bluff District's de-industrialization and backbone infrastructure costs was potentially feasible but not assured. (Backbone infrastructure are improvements that primarily benefit the Pioneer Bluff District and the burden of those costs are allocated accordingly.) The document concluded that many of the assumptions made in the analysis were extremely preliminary and very sensitive to other outside forces (i.e. projects in

development, regulatory requirements, market demand, etc.) that were not examined in the analysis. To add certainty to the District's development objectives, the document recommended an aggressive but realistic timeframe, five- to seven-years from 2014, for the completion of most de-industrialization activities. Although some significant process has been made (i.e. Shell Oil purchase and sale agreement), the document's de-industrialization timeframe has not fully materialized.

The document identified several regional projects (e.g. rail relocation, establishing the flood protection building setback, the Broadway Bridge, and streetcar) that need to be coordinated with the District's development objectives. Each of these influential projects are noted as proceeding independently of the land use planning, and each of these regional projects are expected to compete for some of the same funding resources, primarily citywide Enhanced Infrastructure Financing (EIFD) funds. Volume I articulates these understandings and offers basic recommendations about how any points of friction between the projects may be resolved.

The primary recommended vehicle for how or when any future reconciliatory actions may occur is discussed in Volume I's action plan. It recommends that the content in Volume I be used to prepare a detailed land use, infrastructure and financing plan (format unspecified) that will guide how the District's vision will be implemented. Specifically, it recommends fifteen reuse planning principles and assumptions (Volume I's Planning Principles) that are designed to inform the intensity of development in the District, the District's collective public realm (i.e. the District's roadways, parks, floodplains, and municipal facilities), and the District's neighboring areas (e.g. the Stone Lock District and the Jefferson Boulevard commercial areas).

Conclusions

Volume I's core message is that an integrated, strategic approach is needed for managing the District's development objectives, the District's de-industrialization activities and the design and implementation of the District's backbone infrastructure, which will include several regional projects. To accomplish such a monumental task through the recommended land use, infrastructure and financing plan, regardless of the plan's format, more technical due diligence was required for the activities and projects than what was contained in the Volume I. The goal of these due diligence efforts was to refine both Volume I's basic costs estimates used in the conceptual transition economics and the projected timeframes for de-

industrialization. The desired outcome was a comprehensive and nuanced understanding of the all the variables that needed to be captured and managed in a future planning document. Volume II is the compilation of all these due diligence activities.

1.2 Volume II: Existing Conditions Assessment

Summary

Prior to commencing the existing conditions assessment, the Stone Lock District was added to the Master Plan area. Volume I's Planning Principles encouraged the incorporation of the Stone Lock District into the recommended land use, infrastructure and financing plan for the Pioneer Bluff District to achieve greater cost efficiencies with respect to the backbone infrastructure and to potentially yield a positive residual land value. A positive residual land value could increase the feasibility of transitioning the Districts and provide some flexibility to tolerate sub-optimal outcomes from the independently-evolving projects that influence the Districts' development potential. Using the same conceptual inputs developed in Volume I, the conceptual transition economics analysis was updated to include the Stone Lock District. This analysis applied the same development scenario assumptions used in Volume I for the Pioneer Bluff District to Stone Lock District (i.e. build-out was assumed with equal split of residential and commercial at an average gross floor-area-ratio (FAR) of two), added rudimentary cost estimates for the Stone Lock District's transition costs and allocated the costs according to the primary beneficiary (e.g. regional, district, parcel, or other). It also updated cost estimates for some of the regional projects based on new information.

The Master Plan's resulting conceptual transition economics only marginally improved with the incorporation of the Stone Lock District; they remain essentially at a break-even point (i.e. the expected residual land value of a positive \$17.1 million, which is approximately five percent (5%) of expected waterfront land value). Moreover, no improvement was seen in the split of regional costs versus local costs (i.e. district and parcel). In Volume I's analysis, two-thirds of the Pioneer Bluff District's transition costs were for regional projects. Despite more than doubling the size of the Master Plan area, the impact of the Districts' regional projects was not reduced; two-thirds of the updated transition costs remain regional.

The development of the Districts' regional projects requires the management of multiple overlapping disciplines. The Districts' challenges are a confluence of many intersecting variables that must be

balanced in a manner that respects these interests without impacting the Districts' development objectives. The land-use vision for the Districts' is long-standing, and the expectations for the resultant real estate value are equally unmovable based on the break-even transition economics.

Attending to these regional projects expectations during the reconciliation processes described in Volume II necessitated developing a reference guide. The expectations, guidelines, polices and standards from the overlapping disciplines are the "standards" that are catalogued and organized in Volume II. Due diligence content in the fields of environmental remediation, flood protection management, parks and open space curating, transportation systems and municipal utilities facilities development are also contained in Volume II. The key findings from each of these discipline's due diligence activities are summarized below:

Most of the Pioneer Bluff District is a brownfield. Of the forty-four parcels reviewed during the Districts *Area Wide Assessment Report*, eight were identified with recommendations for additional investigations. All eight are in the Pioneer Bluff District. With rare exception, the primary constituent of potential concern was petroleum or a petroleum by-product. The *Environmental Conditions Review: Pioneer Bluff Redevelopment Area* report documented known chemical release cases and hazardous substances uses in the Pioneer Bluff District; eleven of the cases were positively identified as candidate brownfield sites.

The current proposed flood protection solutions and the Department of Water Resources' (DWR) building setback methodologies constrain the reuse potential of the Districts. Selection and implementation of the District's flood protection solutions are essential processes for determining the extent of buildable land, a key input for refining the conceptual transition economics. They also determine future development's proximity to, and the quality of, the water's edge. The DWR's current standards for establishing the building setback area include recommendations to reserve ample space for future needs. These reservations remove acres of potentially developable land and pushes the waterfront experience away from future development sites, potentially eliminating any market premium that is typically expected of water-adjacent development. The quality of the water-orientated experience is also impacted by the proposed flood protections. The current proposed flood protection solution for the Deep Water Ship Channel (DWSC) at the confluence of the Sacramento River, exemplifies this issue. The current proposed flood protection solution at the Stone Lock Facility

hydrologically disconnects the Sacramento River from the DWSC with consequences for water quality in the DWSC and the recreation and adaptive reuse of the Stone Lock Facility and the Barge Canal.

The 2003 *Parks Master Plan's* Central Park concept is economically infeasible given the break-even transition economics that assume the development of the Stone Lock District. The 2003 Central Park concept, if implemented at the location and in the extent shown in the *2003 Parks Master Plan*, would allocate approximately 90 acres of developable land in the Stone Lock District as a regional public facility. Strict adherence to the *Parks Master Plan* standard would eliminate approximately 50% of the Districts land value thereby decimating the already fragile transaction economics.

The Districts' development objectives are not expressed in the planned transportation systems nor do these plans contain enough detail to refine the transition costs further. Volume II contains a visual inventory of the planned transportation system inputs, including Volume I's Planning Principles. This resultant patchwork mobility network does not reflect the expected urban intensity of development nor the transit-orientated character of South River Road. Moreover, the governing and advisory documents do not contain specifics regarding the placement and quantity of the Districts' local roadways. Without an established flood setback and detailed roadway network, net buildable land calculations are impossible as are any preliminary designs for new surface or underground improvements. Both are required to further refine, and hopefully improve, the break-even conceptual transition economics.

It is unclear if the Broadway Bridge is backbone infrastructure. The transition economics assumes that the Broadway Bridge is a primarily a regional facility and only allocates a small portion of the improvement's cost to the Districts. If the Broadway Bridge is positioned differently, and is advanced as backbone infrastructure, the transition economics could shift at least half the cost of the bridge to the Districts. Strict adherence to the cost allocation standard would add at least \$100 million in cost to the Districts and decimate the already fragile transaction economics.

All currently planned municipal utilities facilities (i.e. water supply, water storage and sanitary sewer) were developed at a scale, and in locations, that may not align well with future transition processes.

The Districts' planned municipal utilities facilities are described various citywide utility master plans. These master plans (e.g. *2015 Water Master Plan*, *2015 Sewer Master Plan*, etc.) are implementation documents of the *General Plan* and, as such, are not detailed enough to assess the degree of remaining capacity in the systems that could be leveraged during the transition process before new infrastructure

is needed. They are also insufficient because they likely do not capture the District's full build-out projections nor do they capture any future local roadway improvements where additional underground facilities would be installed.

Market demand is weak for all urban products in the Sacramento region; it is extremely weak for urban office or commercial product types. There are four planned urban waterfront communities in the City: the Washington Neighborhood, the Bridge District, the Pioneer Bluff District and the Stone Lock District. These areas have a remaining development capacity of approximately 9,800 residential units and 12 million square feet of urban commercial/office. Based on this capacity, build-out of the remaining urban residential will take approximately 106 years based on the past ten-year average and build-out of the remaining urban office/commercial will take 300 years based on the past twenty-three-year average.

Conclusions

While adding the Stone Lock District did marginally improve the overall feasibility of the redevelopment of the Districts, it did not increase the margin enough to accommodate either meaningful adjustments to the Districts' development expectations (e.g. lowering the Districts' overall development intensity, incorporating a large central park, etc.) or sub-optimal outcomes from the parallel development of the Districts' regional projects where project-level decisions may negatively impact expected real estate values. However, minor changes to the Districts' development expectations may need to be explored. The estimated land values in the conceptual transition economics were based on uniform maximum development assumptions (i.e. an average gross FAR of 2.0) for both Districts and an equal mix of uses. The *General Plan's* land use designation differentiates the expected intensity of the Districts; more intense development is expected in the Pioneer Bluff District in comparison to the Stone Lock District. Also, the market conditions warrant considering a different use-split than previously analyzed. Both these changes could potentially yield lower backbone infrastructure costs than the assumptions used in the transition economics analysis.

Volume II's reconciled approach to the Districts' regional projects aim to add value to the real estate and balance public and private interests. To counteract the potential impacts of delayed or inadequate environmental remediation and/or the current proposed flood protection solutions and standards, Volume II includes guidance related to the level of remediation required in the Districts (i.e. for

groundwater clean-up residential standards apply) and preferred building setbacks. Additionally, Volume II contains a revised central park vision that incorporates Volume I's Planning Principles and the community's expectations for a central park in the Master Plan area. To isolate as much of the Districts' redevelopment potential from the Broadway Bridge project, a gridded roadway network in the Pioneer Bluff District was recommended. Street grids maximize connectivity which reduces the Pioneer Bluff District's dependency on the Broadway Bridge connection and provides the greatest number of touchdown options for the bridge. Street grids are typically associated with urban development. A gridded network for the Stone Lock District is also recommended to enhance the linkage between the Master Plan's urban development expectations as the *General Plan's* land-use designation is flexible enough to accommodate suburban-like development intensities.

1.3 Volume III: Transition Strategies

Summary

The Districts transition to urban waterfront mixed use development will occur in three distinct and often concurrent stages: de-industrialization, land development and building development. The de-industrialization processes can be flexible and opportunistic while the land development and building development processes are more linear. All three can be occurring at the same time in various sub-areas or neighborhoods within the Districts. Volume III describes the City's five priority de-industrialization projects: the City's corporation yard relocation, the tank farms and petroleum facilities relocation, the rehabilitation of South River Road, the adaptive reuse of the Stone Lock Facility and rail relocation. Several of these de-industrialization projects are direct constraints to land development projects given that most of the Districts' land development projects require scraped and clean land before commencing. The City assumes various roles during the transition processes; in line with Volume I's recommendation to prepare a land use, infrastructure and financing plan, Volume III's recommendations focus primarily on the City's activities as a land use regulator and infrastructure service provider. The transition timelines are modified from Volume I and are described through the *General Plan's* horizon (2035), although full build out of the Districts is optimistically set for 2055.

These revised timelines are less aggressive and better informed from understanding the relationships each projects have to each and the Districts development objectives. Not only are several of the City's priority de-industrialization projects now acknowledged in Volume III as precursory projects to the land

development processes (e.g. rail relocation, tank farm relocation, etc.), others projects or development considerations (e.g. flood protection, streetcar, Highway 50 on-ramp reconstruction, sensitive habitat avoidance/mitigation, etc.) are captured as dependencies or inputs for refining the amount of developable land or overcoming access and circulation barriers. These dependencies or inputs are sorted at the neighborhood level. Volume III recommends dividing the Districts into six neighborhoods based on this data, which in turn is reflected in the overall Districts development phasing and program allocation. Within this development phasing approach, the City's priority de-industrialization projects and their timelines, action items, etc. are now orientated to the land development processes. They are no longer isolated and independent projects; and impacts that could reduce or delay redevelopment potential have been articulated. As a result, environmental clean-up is no longer captured as a parcel-level activity. Instead, a proactive Districts-wide approach is recommended.

In Volume III, the Districts' development program deviates from the input analyzed in Volume II's conceptual transition economics. The revised development program reflects slightly higher intensity development in the Stone Lock District to align with the recommended urban street grid and a more market-orientated 70/30 mix of urban product types (i.e. seventy percent residential and thirty percent commercial/office). Moreover, the development projections, which were first recalculated at a variable density at the District-level, were not uniformly allocated across each of the District's neighborhoods. In lieu of a pro-rata share approach, the neighborhoods were allocated projected development and land-use types based on the neighborhood's development dependencies and the neighborhood's phasing timeframes described in Volume III.

Volume III's updated maximum development program projects approximately 14.1 million square feet of development for the Master Plan area: approximately 9.1 million square feet of development in the Pioneer Bluff District and approximately 5 million square feet of development in the Stone Lock District. This assumes more development potential than the Bridge District (i.e. Bridge District maximum development projections contemplate 12.5 million square feet of development). This refined development program is overall less aggressive than the inputs analyzed in Volume II. 0.9 million square feet of development are removed from the Pioneer Bluff District while approximately 0.4 million square feet are added to the Stone Lock District. This results in a net reduction of the Districts overall maximum development potential by approximately 0.5 million square feet of development. This change will very likely negatively impact the transition economics' real estate value. This modification is

necessary given the market conditions and the application of the public facility financing standards described in Volume II. If these adjustments were not included in Volume III, the recommended public realm improvements and related cost estimates included in Volume III's land development strategy would be based on an unrealistic land-use split and on incorrectly-sized and programmed facilities.

Volume III's land development strategy adheres to same guiding principles used during Volume II's reconciliation exercises: add value to the real estate and balance public and private interests. Volume III reflects these guiding tenets with its integrated flood protection and parks recommendations, and its integrated parks, trails, bridges, and roadway network recommendations. These recommendations are grounded by the following conclusions:

The implementation of the Districts' backbone flood solutions predominates the Master Plan's recreation facilities. Based on the building setback alternatives analysis described in Volume II, Volume III includes recommendations for minimal building setbacks that have been vetted and approved at the staff-level with the appropriate regulatory agencies and the West Sacramento Area Flood Control Agency (WSAFCA). Volume III's recommendations advise the construction of joint flood protection and recreational trails within these building setbacks. Volume III outlines the potential benefits of a DWSC closure structure and recounts an investigation of alternative flood protection solutions for the Stone Lock Facility. The two new recommended alternatives produced from this investigation provide opportunities for improved water quality in the DWSC and other ecosystem enhancements. Moreover, both alternatives better support the recreational reuse potential of the Stone Lock Facility, and the real estate value of the water-adjacent properties at a savings to the flood program of \$33 to \$39.4 million.

Volume III's reimagined Central Park concept adds urban park programming and integrates with the newly-developed and recommended flood protection alternatives. The revised Central Park concept reduces its footprint from the previous iteration and now only includes nine acres of developable land for three neighborhood-serving parks that unite the Central Park's linear corridors. Volume III's recommended parks and flood protection improvements designs enhance the Districts' waterways. In addition to providing 200-year level of flood protection, all of Volume III's proposed flood protection and parks improvements thoughtfully integrate and improve the City's recreation and riparian habitat resources. Volume III's recommended parks and flood protection solutions also contemplate recommendations to integrate the Districts' historic uses or character into these improvements' design elements.

The Districts' parks, trails, bridges, and roadway network improvements 'phasing' accounts for the revised de-industrialization timelines and frontloads certain key improvement (i.e. programmed in the first ten years) to improved connectivity and change the Districts' market position. Volume III's recommended parks, trails, bridges, and roadway network improvements enhance connectivity by removing known barriers and ensuring high-quality multi-modal connections throughout the Districts to the City's waterways, the Central Park, the City's Civic Center, existing neighborhoods, and other attractions. The mobility network's improvement (i.e. collectively the Districts' automobile, bicycle, pedestrian and transit improvements) phasing structure attempts to protect the Districts' redevelopment potential from depending on projects that are outside the City's control. Volume III contains updated cost estimates and recommended designs or programming for most of the recommended parks, trails and bridges. Volume III also contains cost estimates for roadway network improvements and underground utilities. The underground utilities cost estimates are based on preliminary wet-utility improvement plans that were programmatically analyzed and sized based on Volume III's revised maximum development program and align with the Districts' recommended mobility network.

For the projects recommended for construction in the first five years, preliminary engineering drawings, at minimum, are provided in Volume III and its appendices. Volume III appendices contain preliminary layouts quarter sheets for the interim and/or permanent roadway improvements on Jefferson Boulevard, South River Road and Locks Drive, thirty percent (30%) engineering for the Jefferson Boulevard trailhead improvements, and sixty percent (60%) engineering drawings, copies of the Notices of Determination, and a copy of the Central Valley Flood Protection Board encroachment permit for the Barge Canal Trail project. The flood protection easement dedications for the Barge Canal Trail Project will be based on Volume III's recommended building setback.

Conclusions

The Districts redevelopment potential lacks ripeness to warrant the investment in a land use, infrastructure and financing plan (i.e. specific plan) that is recommended in Volume I. Instead, the Master Plan as a management tool can guide the transformation of the Districts and articulate a path for implementation in the context of the ever-evolving phasing dependencies discussed in Volume III. Achieving the Districts' development objectives requires an unprecedented amount of coordination and

integration never seen in the City. Endeavors of this size, scale and complexity complement the City's can-do culture and maturing capabilities. As these capabilities develop further and become more organized and focused, it is conceivable that this will allow the City to overcome some of Districts' transition fragility. The transformation of the Districts will require long timeframes, a commitment to the long-standing development objectives, and discipline. These transition timeframes will be primarily driven by the City's ability to effectuate major change in the existing conditions. Realizing the visions requires growth and change in the City and region's economy. The City will also likely need to consider investing in non-infrastructure economic development positioning strategies to close the gap between projected market demand and a 2055 build-out date.

Volume III's recommended projects and their phasing represent the current best guess about how to make all the variables work together and keep the Districts' transition economics at a break-even point. The phasing strategy permits the City to proceed with implementing an urban waterfront mixed-use vision with the projects proposed in the next ten years without having to fully commit to never refining the vision. For example, the design and functionality of South River Road and Rail Street, south of 15th Street, can remain flexible. The construction of these roadway improvements are put into the Districts' later phases due to various potentially changing inputs and considerations. The Master Plan provides costs estimates for most, but not all, of the recommended projects; many of the later phased concepts need additional analysis. The conceptual transitions economics should be rerun both at a near-term future date after all the missing costs are filled in, and before investing in a specific plan.

The Districts regional de-industrialization and transportation projects are currently estimated at over \$500 million. These costs will call on citywide EIFD funds early in the transition process and these costs will likely only increase over time. Fortunately, many of the recommended projects are already included in the EIFD's financing plan and many of the recommended near-term projects (next ten years) could be incorporated into future rounds of the impact fee nexus studies. The magnitude of the proposed transition scope cannot be accomplished without substantial outside funds. The due diligence, project analysis, development phasing, preliminary engineering and costs estimates included in this Master Plan allows the City to be strategically proactive in responding to a width breath of future grant opportunities.



VOLUME I: PIONEER BLUFF TRANSITION PLAN

DECEMBER 2014

PIONEER BLUFF TRANSITION PLAN 2014



PIONEER BLUFF TRANSITION PLAN 2014



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Please see the following link for Volume I (Pioneer Bluff Transition Plan):

<https://www.cityofwestsacramento.org/Home/ShowDocument?id=7555&isPublished=False>

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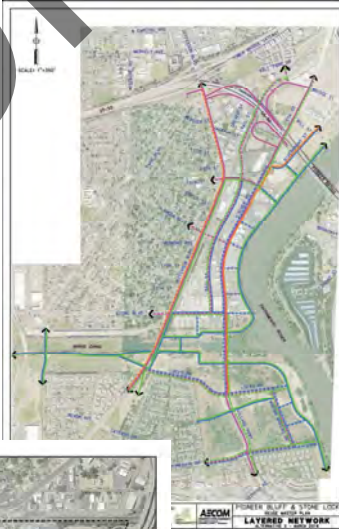
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VOLUME II: EXISTING CONDITIONS ASSESSMENT

JUNE 2018



- Vision (2017) Park
- 5. Stone Locks Park
 - 6. River Walk Promenade: Pioneer Bluff Extension
 - 7. South River Road Trail Conversion

Open Space/Waterfront Trail Regional/Neighborhood Park

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Chapter 1. Introduction

The Pioneer Bluff and Stone Lock Reuse Master Plan (Master Plan) expands upon the Pioneer Bluff Transition Plan (PBTP) by bringing together a wide variety of studies and analyses that will support implementation of the City's vision for this key development area. The PBTP, which was approved in 2014, has been rebranded as Volume I of the Master Plan. Volume II updates the existing analysis and summarizes due diligence completed to date on many of the recommended coordination and land planning activities summarized in Volume I.

Volume I included fifteen recommended planning principles (Planning Principles) and assumptions designed to guide the development of the Master Plan. For example, one of these recommended Planning Principles was the incorporation of the Stone Lock District into the Master Plan area, which was approved by the City Council in 2015 (see Exhibit 1 for the Master Plan Boundary). Many of these Planning Principles and assumptions are studied further in the Master Plan.

Volume II catalogs and reconciles all the existing regulatory guidance related to this direction, providing a solid basis for the recommended implementation measures described in Volume III. For the sake of simplicity, the specific and general policy objectives, guidelines and standards that define the urban waterfront mixed-use vision for the Master Plan are referred as standards throughout the remaining volumes. The source material for this regulatory guidance can be grouped as either governing documents or advisory documents. These groups are defined below. See Appendix A for a complete bibliography for these documents consulted during the development of Volumes II and III.

Regulatory, Governing, and Other Legal Documents: These legally-binding documents define and regulate real-estate development within specific areas. These documents include adopted public plans (e.g. the General Plan, specific plans, etc.) as well as public-private contracts that regulate real estate development (e.g. development agreements). This category may also include state or federal regulatory documents, permits or legislation.

Advisory and Other Contextual Documents: These materials provide due diligence, technical support, advisory recommendations, and other context to governing documents. These materials may be mandated by the governing documents and are often used to further objectives or policies contained

within the governing documents. This category includes historic plans, conceptual studies, technical assessments, advisory materials, stakeholder inputs, and other information that informs but does not legally regulate real-estate development.

Exhibit 1: Master Plan Boundary



1.1 Land use, Open Space and Transportation Context

The Master Plan area is an urban infill development site. All development, and especially urban infill development, occurs within a larger geographic context that defines and shapes land uses, both current and planned. This context is fundamentally based on land, its uses (e.g. development sites, open space, parks, and transportation facilities, etc.), and their inter-relationships through common geographies.

The geographic context of the Pioneer Bluff and Stone Lock Districts (Districts) will continue to strongly shape and influence its transition. This context has created the land use, economic, and regulatory conditions that currently define the districts and related geographies. See Appendix B for a detailed assessment of the existing land use, open space and transportation context for the Districts.

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Chapter 2. Land Use Conditions

2.1 Existing Real Estate Conditions

2.1.1 Physical Setting

The Districts are generally bounded by the Sacramento River to the east; the Bridge District to the north; Old West Sacramento and the Jefferson Triangle (i.e. referred to in other documents as the Jefferson Snow Cone) to the west; and the Southport District to the south. The Districts front 1.7 miles of the Sacramento River and 0.7 miles of the former Deep Water Ship Channel's barge canal (Barge Canal).

Land elevation is approximately 15 to 30 feet above mean sea level and generally slopes away from waterway levees. This land includes significant sedimentary fill from Sacramento River dredging and the construction of the Deep Water Shipping Channel (DWSC) and its Barge Canal. This fill is underlain by Quaternary and Pleistocene-Holocene alluvium, lake, playa, and terrace deposits consisting of mixtures of sand, silt, clay, and gravel. These deposits form low natural levees and broad alluvial fans which form the base of current man-made levees.

Groundwater is estimated to be 13 to 36 feet below ground surface based on local groundwater monitoring reports. Groundwater flows are variable with a general flow direction to the east, although flows can change 180 degrees based on hydraulic conditions. Groundwater flow is partially controlled by the Sacramento River as well as local pumping in nearby wells.

2.1.2 Existing Land Uses and Facilities

The Districts encompass approximately 323 acres of land and waterways along and including a portion of the Sacramento River and the Barge Canal. A significant portion of those 323 acres are non-buildable, meaning that there are existing roads and municipal utilities, waterways, levees and other public property set aside specifically for public purposes not including neighborhood parks. Exhibit 2 of Volume I provides a visual inventory of the existing uses in the Pioneer Bluff District circa 2014. In contrast to the wide variety of existing uses in Pioneer Bluff, the Stone Lock District is comprised primarily of vacant land, apart from the Barge Canal trail and parking lot and the City's inline booster pump station.

2.1.3 Existing and Potential Environmental Conditions

The Districts have been used for agricultural and industrial purposes since the 19th century. Many of these uses have utilized hazardous substances, some of which have been released into the environment. Additionally, business operations near the Districts may have also contributed to the release of hazardous substances in these Districts. This may include hazardous substances deposited on-site as part of dredging activities. Some current industrial operations continue to use, store, and/or handle hazardous substances within the Pioneer Bluff District.

As part of the Master Plan efforts, the Districts' environmental conditions were assessed, and an inventory of possible brownfield sites was completed. The properties in the Districts (excluding the tank farms and a 3.8-acre site, which was assessed in 2012 when it was transferred to the City as a public park) were assessed for "evidence of conditions indicative of releases or threatened releases of hazardous substances, pollutants, containments, etc." in an *Area Wide Assessment Report (AWA)* provided as Appendix C. Of the forty-four parcels reviewed in the AWA, eight were identified with recommendations for additional investigations. All eight sites are in the Pioneer Bluff District.

The Pioneer Bluff District, including the tank farms, was further assessed in an *Environmental Conditions Review Pioneer Bluff Redevelopment Area (ECR)* provided as Appendix D. The ECR evaluated the existing and potential environmental conditions and how these conditions may be obstacles to the redevelopment of the Pioneer Bluff District. It summarized the documented chemical release cases and hazardous substance uses as well as eight other potential environmental concerns associated with the known historic uses. With rare exception, the primary constituent of potential concern was petroleum or a petroleum by-product. Of the fourteen cases/uses listed, eleven of the cases/uses were positively identified as candidate brownfield sites, with four of those being addressed or controlled to the satisfaction of the regulatory authority. The remaining three cases/uses represent major known hazardous substance releases that may not be fully resolved:

Shell Oil Petroleum Terminal (1509 South River Road): This facility stores and distributes ethanol and petroleum products (e.g., gasoline, diesel, etc.). Soil and groundwater beneath this facility are impacted with petroleum hydrocarbons (e.g., gasoline and/or diesel fuel), benzene, toluene, ethylbenzene, xylenes (BTEX compounds), and methyl tertiary butyl (MTBE). The ECR considers this facility to be a

Recognized Environmental Condition (REC) as defined by American Society of Testing and Materials Standard E-1527-13 these releases. Currently, Shell has a skimmer system in wells to remove free product. Free product removal and groundwater monitoring are expected to continue but there is currently no defined expected closure date. Complete environmental remediation of this property is not possible until the petroleum use is vacated. See section 3.2 of Volume III for Shell's estimated demolition and remediation timeline.

Kinder Morgan Energy Partners Pipeworks Facility (1570 South River Road): This facility pumps petroleum products to regional terminals. Soil and groundwater beneath this facility are impacted with petroleum hydrocarbons (e.g., gasoline and/or diesel fuel), BTEX compounds, MTBE, tertiary amyl methyl ether (TAME), and tertiary butyl alcohol (TBA). The ECR considers this facility to be a REC. In 2015, Kinder Morgan installed a new off-site recovery well east of the site, on South River Road, to facilitate free product recovery. In a recent letter to the Regional Water Quality Control Board (RWQCB), Kinder Morgan wrote that it believes that free product present in the wells is not the result of a new or continuous release. Other remedial efforts at this site have included soil vapor extraction, injection of Oxygen Release Compound, and an oxygen injection pilot test. Both free product removal and groundwater monitoring are expected to continue and there is currently no defined expected case closure date.

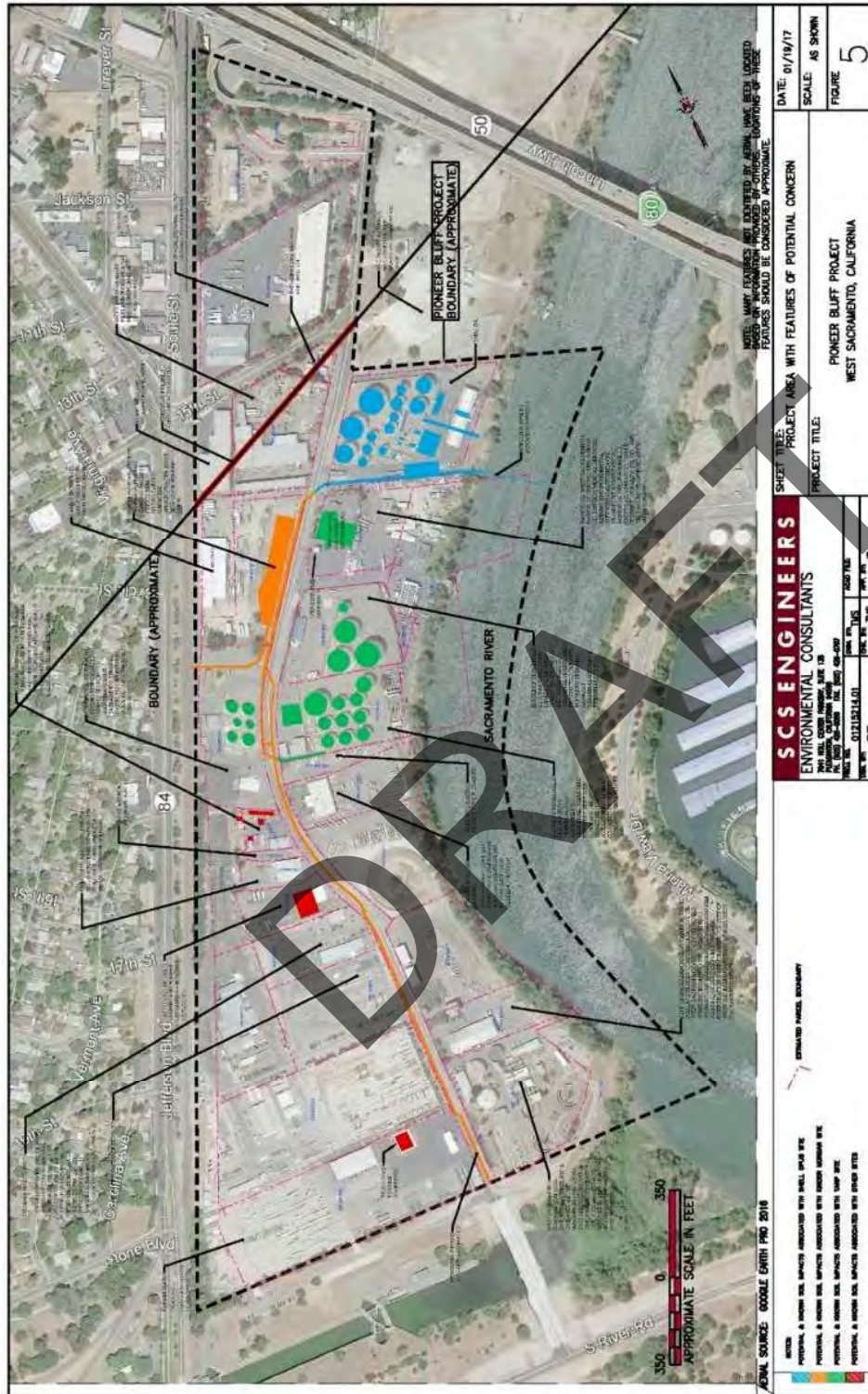
Buckeye Petroleum Terminal (1700 and 1701 South River Road): This facility stores and distributes ethanol and petroleum products (e.g., gasoline, diesel, etc.). Tesoro owned and operated this facility until 1996, when it sold the facility to ARCO who owned and operated it until 2011. Soil and groundwater beneath this facility are impacted with petroleum hydrocarbons (e.g., gasoline), benzene, MTBE, and TBA. The ECR considers this facility to be a REC. Cleanup responsibilities are shared by Tesoro, ARCO, and Buckeye Partners. Remedial efforts include on-site and off-site oxygen injection wells and a dual phase extraction system. Recent sampling has indicated that the hydrocarbon plume is stable to decreasing in size and mass. Free product removal and groundwater monitoring are expected to continue and there is currently no defined expected case closure date.

Exhibit 2 is a generalized depiction of the petroleum hydrocarbon plumes in shallow groundwater in the Pioneer Bluff District associated with the ECR's three REC sites summarized above.

The ECR also identified eight additional potential environmental concerns associated with the historic practices within the Pioneer Bluff District. These include historic minor hazardous substance releases as well as the potential of new/undiscovered releases from existing hazardous materials storage facilities/operations and existing District facilities that include asbestos containing materials, lead paint, and other elements that could potentially become hazardous. These concerns will be addressed through additional site investigations as part of the de-industrialization efforts. Exhibit 3 depicts the sites that may require additional evaluation, characterization, and/or mitigation as the transition of the District occurs.

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Exhibit 3: Features of Potential Environmental Concern



2.2 Environmental Clean-up Standards for Urban Development

In most cases tenant/business operator relocations, facility decommissioning and demolition will be necessary to fully investigate and remediate the existing environmental conditions. The clean-up standards to be applied for each type of environmental condition are mostly dependent upon the overseeing regulatory agency. For example, in a case where the RWQCB is the primary oversight agency, the environmental screening levels set by the RWQCB would presumably be the main set of guidance standards for protection of human health and the environment. In 2015, City staff met with representatives from the RWQCB to discuss the possible groundwater remediation standards for the Pioneer Bluff District. Prior to the meeting with RWQCB, City staff was unsure if the level of remediation that the contaminated properties would be held to would be for their current uses or the existing General Plan designation. At the meeting, RWQCB staff confirmed, consistent with the statements in the ECR, that that the level of remediation would be held to residential mixed-use standards. The ECR further states that any residential use cleanup standards and/or goals used to guide remediation and/or mitigation of environmental conditions would also be protective of aquatic habitat associated with the Sacramento River.

2.2.1 Existing Land Use Restrictions Due to Environmental Conditions

The William G. Stone Locks were built by the United States Army Corps of Engineers (USACE) as part of the DWSC navigation project (Navigation Project). The Navigation Project was authorized by the River and Harbor Act of 1946, consisting of the DWSC, the Barge Canal, a bascule bridge (i.e., the original bridge over Jefferson Boulevard) and two channel locks (William G. Stone Locks). A portion of the Navigation Project was officially deauthorized by the Water Resources Development Act of 2000, Public Law 106-654, § 347 (a)(2), to allow for the widening of Jefferson Boulevard.

In 2004, the Yolo-Sacramento Port District (Port) sold the Barge Canal and the William G. Stone Locks and surrounding property to the Redevelopment Agency of the City of West Sacramento (Agency). In 2007, following the execution of the 2006 Exchange Agreement No. DACW05-9-04-500, the USACE quitclaimed its easements and personal property to the Agency related to the Barge Canal and the William G. Stone Locks, effectively transferring all responsibility for operations and maintenance (O&M) to the Agency. In the 2007 Quitclaim Deed (Doc # 2007-0024253) to the Agency, the USACE noticed the

Agency of the presence of asbestos-containing material and lead-based paint in the structures and improvements surrounding the William G. Stone Locks and placed a covenant against prohibiting the Agency, and its successors and assignees, from using the William G Stone Locks property (historic parcel number 067-180-004) for residential purposes. See Appendix E for the historic assessor parcel map.

2.3 Planned Real Estate Conditions

The Districts are part of a larger planned urban waterfront corridor that spans jurisdictions. The land use vision for waterfront mixed-use districts within the City is defined as follows:

“The City shall promote the development of a series of unique mixed-use districts along the Sacramento River, as designated on the Land Use Diagram, that create significant opportunities for housing, employment, and retail activities; complement existing neighborhoods; and enhance economic and social vitality.” –page 2-23 of the 2016 *General Plan’s* Land Use Element, Policy 5.11

This policy defines the fundamental real estate vision for the Pioneer Bluff and Stone Districts with respect to development uses, forms, intensities, and orientations. All other standards for these Districts are based on supporting this real estate vision.

2.3.1 Other Planning Policy Considerations

Volume I offers specific recommendations for the Pioneer Bluff District’s land development program. It recommends that the maximum average gross floor to area ratio (FAR) of 2.0 is assumed for the entire district. Volume I’s action plan recommends the Stone Lock District be added to the Master Plan area to achieve greater cost efficiencies with respect to backbone infrastructure.

2.4 Land Development Standards

Land use intent is the basis for all development standards. The standards described in this section refer to specific and generally objective requirements that characterize and define high-density development. The standards summarized in these sections include those from current governing documents (e.g., the General Plan, Southport Framework Plan [for the Stone Lock District], etc.) as well as other documents that are advisory to the preparation of the Master Plan (e.g. the Sacramento Riverfront Master Plan, the

2013 Bike, Pedestrian, and Trail Master Plan, etc.). These development standards will serve as the basis for land and building development in the Pioneer Bluff and Stone Lock Districts.

2.4.1 District Development Standards

Land Use Transition District Standards

The Districts are two of the four identified waterfront mixed-use districts within the City. The other two, the Washington Neighborhood and the Bridge District, which are both in the revitalization process, are governed by specific plans or other complementary advisory documents (e.g., the 2009 *Bridge District Specific Plan* and the 2015 *Washington Realized: A Sustainable Community Strategy*). The land use policy for the creation of similar guiding documents for the Districts is expressed as follows:

“The City shall prepare a reuse master plan for Pioneer Bluff and adjacent areas addressing land use objectives and infrastructure.” –page 2-23 of the 2016 *General Plan’s* Land Use Element, Policy 5.19

While current Pioneer Bluff District industrial development is grandfathered in for continued use, the City’s General Plan restricts the alteration or expansion of existing uses:

“The City shall support efforts to redevelop the Pioneer Bluff mixed-use district and to relocate existing nonconforming uses to an appropriate area. Existing nonconforming uses shall be limited to ordinary repair and maintenance only.” –page 2-23 of the 2016 *General Plan’s* Land Use Element, Policy 5.18

The specific outcomes for the Stone Lock District master plan as described as follows:

“The City shall encourage the development of the Stone Lock mixed-use district as set of unique but interconnected urban districts with a focus on residential and office uses, entertainment and commercial uses (e.g., entertainment, retail, restaurants), and public gathering places that take advantage of the proximity to the waterfront by providing amenities to allow recreational use and of adjacent waterways.” –page 2-23 of the 2016 *General Plan’s* Land Use Element, Policy 5.21

Pioneer Bluff District Development Standard

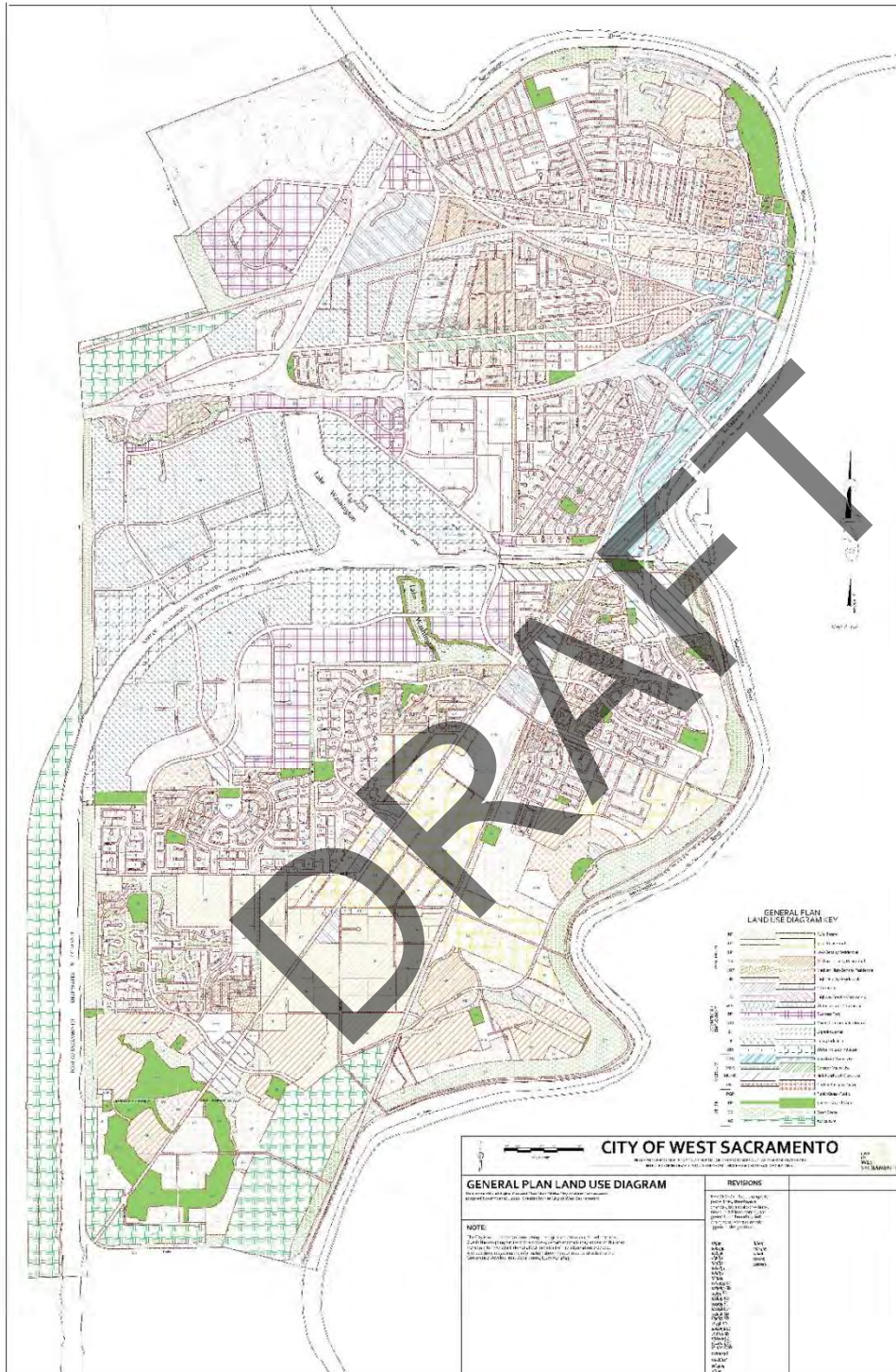
The Pioneer Bluff District is governed by a single land-use designation: Riverfront Mixed-Use (RMU). This designation is also applied to the Bridge District and portions of the Washington Neighborhood. See Exhibit 4 for the *General Plan's* Land Use Diagram.

“This designation provides for marinas, restaurants, retail, amusement, hotel, and motel uses, mid-rise and high-rise offices, multi-family residential units that are principally to the river, public and quasi-public uses, and similar and compatible uses”. – page 2-15 of the 2016 *General Plan's* Land Use Element

Pursuant to this designation, residential uses have a minimum density of 40 units/acre and a maximum density of 120 units/acre. Minimum non-residential densities are defined as “N/A”. Office uses have a maximum FAR of 10. All other uses have a maximum FAR of 3.0. FAR is defined by the General Plan as “the gross building area of a site, excluding structured parking, to the net developable area of the site.”

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Exhibit 4: General Plan Land Use Diagram



Stone Lock District Development Standards

The Stone Lock District is governed by three land-use designations: Neighborhood Mixed-Use (MU-NC), Recreation and Parks (RP), and Open Space (OS). The MU-NC designation applies to areas planned for building development. Pursuant to this designation, residential uses have a minimum density of 12 units/acre and a maximum density of 60 units/acre. Non-residential uses have a minimum FAR of 0.3 and a maximum FAR of 1.5.

“This designation provides for lower intensity mixed-use development that contains a mix of residential townhomes, condominiums, and apartments that support pedestrian-oriented shopping, office, and open space. This designation is intended to accommodate uses that provide essential daily services and retail needs within walking distance of the surrounding neighborhood.” – page 2-15 of the 2016 *General Plan’s* Land Use Element

The RP designation applies to approximately 12 acres of property along the south bank of the Barge Canal between South River Road and Jefferson Boulevard.

“This designation provides for existing and major planned public parks” and allows for a maximum FAR of 0.2. – page 2-16 of the 2016 *General Plan’s* Land Use Element

The OS designation applies to approximately 37 acres of property along the Sacramento riverfront south of the barge canal and the south bank of the barge canal between Jefferson Boulevard and Lake Washington Boulevard.

“This designation provides for natural open space areas where public ownership, easements, or other entitlements provide a public purpose” and allows for a maximum FAR of 0.05. – page 2-16 of the 2016 *General Plan’s* Land Use Element

2.4.2 District Design Development Standards

Urban Waterfront Districts Structure and Design Standards

Urban structure and design standards complement the urban development standards. These standards

includes general and more specific guidance for the waterfront. They articulate the desired building, site, and streetscape designs that will ensure that each area of the City and its buildings are unique yet still harmonious. Waterfront districts are expected to form the core of the City.

“They will include a mix of high-rise and mid-rise residential and office buildings near the water and dynamic residential mixed-use neighborhoods. Each district will have retail, entertainment, shopping, restaurants, and public gathering places.” – page 2-31 of the 2016 *General Plan’s* Urban Structure and Design Element

This core is expected to transition from its existing uses to a vibrant center where people live near where they work and where cultural and recreational opportunities are easily accessible. A trademark condition of an urban core is the scale of its buildings.

“The City shall promote the development of a distinctive urban skyline that reflects the vision of West Sacramento with a prominent core that contains the City's tallest buildings, complemented by smaller urban centers with lower-scale mid- and high-rise development.” – page 2-35 of the 2016 *General Plan’s* Urban Structure and Design Element Policy 1.5

To preserve the historic context of these transitioning infill areas, the Districts’ building and site design should result in a complementary built environment that reflect natural spaces and the City’s unique water-orientated historical and agricultural context.

“The City shall encourage and support the rehabilitation and development of buildings and structures that reflect the historical character of West Sacramento’s agricultural, industrial and river-orientated past.” – page 2-35 of the 2016 *General Plan’s* Urban Structure and Design Element Policy 1.8

The Sacramento River and the Barge Canal serve as the central organizing theme for development and as inspiration for architectural style and design. The intent of this approach is to ensure that transition of the waterfront incorporates building designs that feature the river environment as a guiding theme and circulation improvements that connect the Districts to the Sacramento River and Barge Canal and allows for visual and/or physical access to the waterbodies.

“The City shall require development along the waterfront to use the Sacramento River as a focal point to guide the scale, building orientation, and intensity of development.” – page 2-37 of the 2016 *General Plan’s* Urban Structure and Design Element Policy 3.3

In addition to these standards, the *General Plan* recognizes that the Sacramento River is a regional asset and any development adjacent to the river corridor in West Sacramento will create context for the City of Sacramento’s riverfront revitalization efforts and vice a versa.

“The City shall use the *Sacramento Riverfront Master Plan* (SRMP) to guide development and design of the waterfront.” – page 2-38 of the 2016 *General Plan’s* Urban Structure and Design Element Policy 3.10

2.4.4 District Entitlement Standards

The Stone Lock District is currently governed by the *Southport Framework Plan* (SPFP) and a 2015 development agreement between the Port of West Sacramento and the City of West Sacramento (2015 Stone Lock DA). Except for limited infrastructure, the Stone Lock District is undeveloped. The Pioneer Bluff District is governed by the *General Plan*, which includes policies that require the implementation of other specific advisory documents (e.g., SRMP).

Given the early nature of reuse planning for the Pioneer Bluff and Stone Lock Districts, entitlement standards are not well defined. These standards will be developed in future specific plan documents and through other implementation documents (e.g., development agreements, etc.). It is anticipated that these standards will be advised by the entitlements standards defined in the other waterfront districts. Those entitlement standards are generally summarized later in this section.

Current Stone Lock District Entitlements

The 1998 SPFP, as amended, includes a land use plan that provides more specificity than provided by the *General Plan*. This land use plan includes the Stone Lock District properties and delineates areas designated for residential development, commercial development, mixed-use, and parks development as well as areas designated for high and medium density development (see Exhibit 5). The SPFP was

adopted with an associated project-level environmental document, the SPFP Environmental Impact Report (EIR).

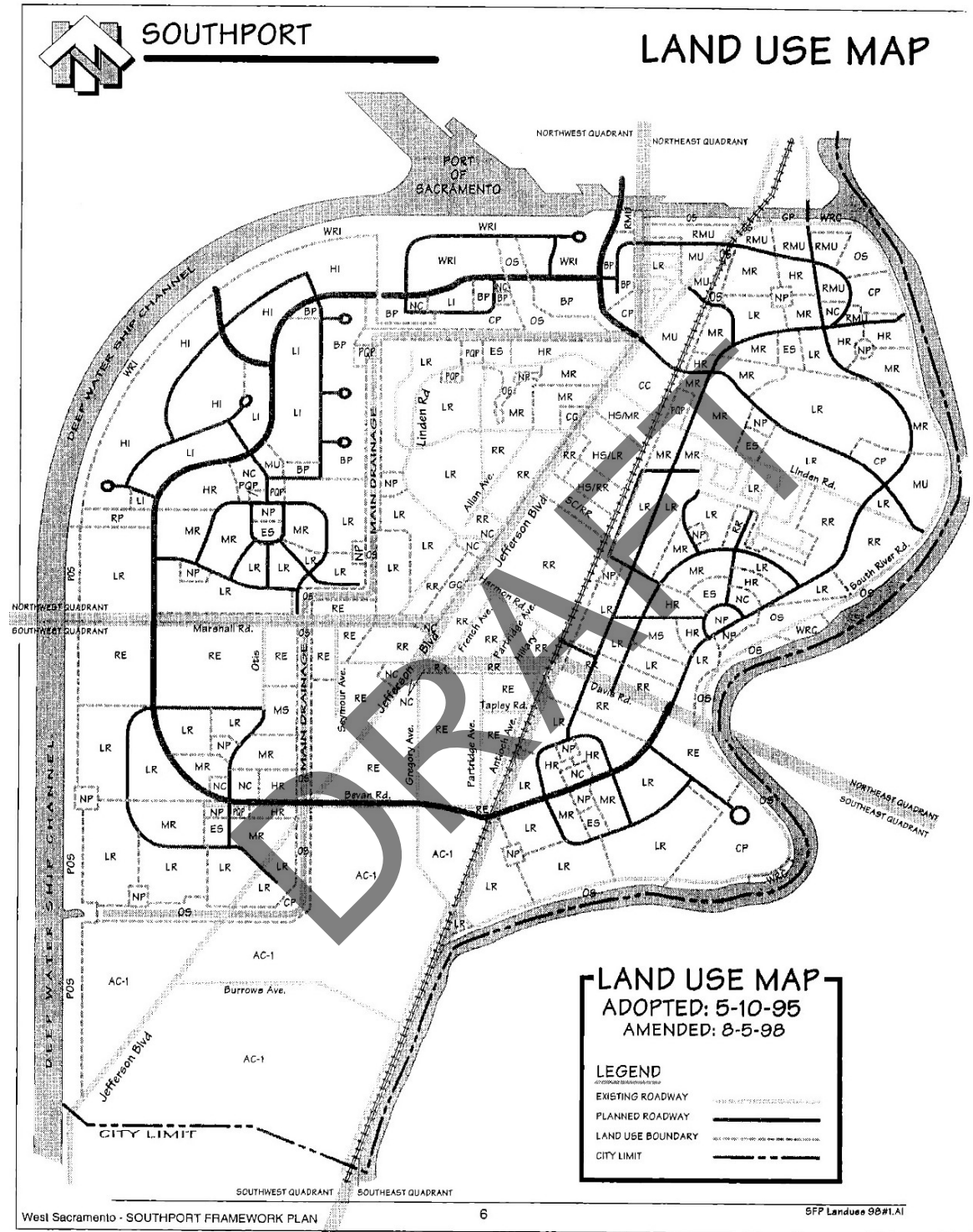
In 2006, the City Council adopted Resolution 06-63, which regulates the implementation of the SPFP. The resolution requires that all development proposed project with more than 300 residential units be reviewed in the context of other development throughout the City. It further requires that projects be evaluated and by the Planning Commission and City Council against the Issues and Guiding principles contained in the “Southport Decision Process” or by other guidelines developed.

With the adoption of the recent *General Plan*, some of the land use delineations are no longer completely consistent with this SPFP. These inconsistencies include: the current RMU designations in the SPFP that allow for higher density development than permitted under the *General Plan’s* MU-NC designation; Medium Density Residential (MR) designation in the SPFP allows for lower density development than permitted under the MU-NC designation; and open space and parks designations that have different shapes and locations than shown in Exhibit 5.

For the purposes of applying the Resolution 06-63 standard, it is presumed that any SPFP inconsistencies do not govern Stone Lock development and are supplanted by *General Plan’s* current designations.

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Exhibit 5: Southport Framework Plan Land Use Map



2.5 Land Development Standards for Urban Development

During the preparation of the 2009 *Bridge District Specific Plan (BDSP)* several new urban development standards were created, specifically for mixed-use urban waterfront development. These new standards were designed as mitigation for the high cost of urban land. They can be generally summarized in the following sections.

2.5.1 District Entitlement Standards

Entitlements are generally defined pursuant to certain baseline expectations for land use, building development, and public facilities. These baseline entitlements delineate the mix and intensity of public and private land uses, development potential, and infrastructure requirements. Public facilities are generally composed of public infrastructure that supports building development (e.g., streets, parks, etc.). These entitlement standards are described in greater detail in the subsections below.

Development Scenarios Standards

Land development assumptions are typically bracketed within a range of building scenarios defined as follows:

Maximum Development Scenario: This program is intended to represent the most aggressive development scenario that can be reasonably expected to occur based on current market trends. This scenario defines the upper bound for potential entitlements and required public facility development. This scenario typically serves as the basis for projecting infrastructure needs, especially those that cannot be phased or completed incrementally for added capacity. This upper bound is generally defined as 125% of the target development scenario, provided that it does not exceed the development ceiling as prescribed by the *General Plan*.

Minimum Development Scenario: This program represents the lower bound of urban development expectations based on current trends and stakeholder inputs. This lower bound is defined as 75% of the target (i.e., expected) development scenario. It is intended to reflect a conservative perspective regarding implementation of the City's development objectives for these Districts. This scenario is typically used for budgeting or financing of essential infrastructure required for redevelopment.

Target Development Scenario: This program represents expectations that best reflect current market trends and stakeholder inputs. This scenario is intended to define the most realistic implementation of the urban riverfront vision. This development scenario is typically covered by the governing document's related environmental clearance document, and therefore it represents what a private developer would be vested in through a development agreement (DA) or other vesting document.

The building scenarios will be further refined in Sections 4.1 of Volume III. These scenarios are based on a projected full build out year that may extend beyond the *General Plan's* horizon (i.e. 2035) and will capture projected households, employment, and residential and commercial square footage for the Districts at the estimated full build out condition.

Entitlement Allocation Standards

District neighborhoods generally delineate subareas of similar land use intent, character, and opportunity. The maximum and target land use entitlements are allocated first by these sub-areas or "neighborhoods" and then by parcel. These neighborhood maximum and target scenario entitlements are allocated among each of the privately-owned properties within the neighborhoods based on the gross acreage without deduction for areas to be dedicated or acquired for rights-of-way or park and open space components. Thus, the standard for "entitlement" allocation is that each private development parcel's share of the entitlements shall be the entitlements for its neighborhood multiplied by the ratio of the gross acreage of the subject parcel to the gross acreage of all privately-owned property with the sub-area.

Entitlement Management Standard

The maximum scenario entitlements that are more than the target scenario are typically held in reserve by the City in a density bank. These banks shall be organized by neighborhood and will provide for the management and transfer of building entitlements throughout the Districts. The primary objectives of this approach are to ensure a desirable mix of uses and where appropriate to incentivize density that exceeds the parcel's fair-share allocation. The density bank standard is described in multiple parts: the density bank reserves the differential between the maximum and target development scenarios, the density bank automatically receives all "left over" entitlements when a parcel has been developed, all deposits are managed by the City and made available under the bank's guidelines, and property owners

may request an exchange for one type of entitlement for another (commercial or residential) by depositing and withdrawing from the density bank. In this way, the density bank allows market forces to operate while maintaining overall density within the parameters established by the relevant planning documents.

2.5.2 Development Agreement Standards

A DA is a legislative act governed by *California Government Code* as well as a legal contract. A DA is an implementation of governing plans, and legally vests the subject property(ies) with certain development rights, obligations, and performance requirements. As such, it represents the most precise and specific definition of basic property development rights, obligations, and performance requirements.

The Stone Lock District is currently subject to 2015 Stone Lock DA that requires development consistent with the mixed-use vision described in the SPFP.

Given the early nature of reuse planning for the Pioneer Bluff District, this District does not have any active agreements that define specific urban development standards beyond what is required by the General Plan.

Existing Stone Lock District Vesting Standards

Appendix 2 of the SPFP defines “Typical Conditions of Approval for Vesting Tentative Subdivision Maps and Tentative Subdivision Maps”. This appendix defines “typical” planning, transportation, municipal utility, and parks requirements to vest the development rights defined in the governing documents. These conditions currently govern land development in the Stone Lock District.

Target Development Scenario Vesting Standards

Typically, target scenario entitlements are vested through DAs that implement the development objectives defined by the governing documents. DAs legally vest participants in specific property rights subject to certain terms, conditions, and obligations. These agreements define standards for real estate development, including land development and building development. Land development creates parcels that are served by backbone infrastructure capable of supporting planned building development. The standard agreement for land development in the waterfront district generally includes the following

requirements: formation of, and participation in, a Communities Facilities District (CFD) to finance certain specifically defined public facilities and their maintenance, dedication of specific lands for public facilities, and resolution of excess rights-of-way and obsolete public facilities.

2.5.3 Public Financing Standards

Public financing standards express the nature of the public and private infrastructure required to serve planned development. This infrastructure includes parks, streets, utilities, transit, and other facilities that are part of real estate development. A critical element of the land development process is the financing of infrastructure necessary to serve building development. A substantial portion of this infrastructure involves public facilities that will require public-private financing. Standards for financing public facilities are summarized in the following subsections.

Public Facility Standards

Public facilities are delineated as being either “backbone facilities” or “supplemental facilities”. This delineation categorizes the purpose and priority of public facilities. Backbone facilities are critical, well-defined improvements necessary to support the target development scenario and realize the Districts’ vision. Supplemental improvements are improvements that: represent longer-term investments necessary to augment backbone facilities, are amenity enhancements that occur after all backbone improvements are installed, and/or are undefined because they are project specific.

Cost Allocation Standards

Public facilities are accounted for pursuant to the primary beneficiaries of the improvements. Construction cost estimates typically include other costs, such as, design, engineering, and other related pre-construction costs. Land acquisition costs are only included for regional facilities and neighborhood parks that will likely require a cash or cash-like transaction. Financing and carry costs are not included. These costs have been allocated to the primary beneficiaries of improvements as follows:

Regional: Costs allocated to this category represent improvements that are predominately of citywide or regional benefit and will occur predominately with Districts’ geography.

District: Costs allocated to this category represent improvements that are predominately of benefit to the Districts in whole or substantive part.

Parcel: Costs allocated to this category represent improvements that are predominately of benefit to a specific parcel or small set of parcels within the Districts.

Other: Costs allocated to this category represent improvements that are predominately of benefit to a parcel or set of parcels outside of the Districts.

2.6 Conceptual Land Development Economics: Updated Baseline Analysis

Urban land development requires the definition of certain public and private entitlements. Many elements of land development, such as engineering, environmental, and financing processes, require more specific assumptions on these entitlements than provided by the *General Plan*. These assumptions include the provision of specific City infrastructure and services in support of specific building development expectations. This relationship reflects the public-private nature of the land development process.

Volume I contains an analysis of the transition processes, scope, and estimated projected costs for urban land development for the Pioneer Bluff District at \$325.2 million. Of that total, an estimated \$44.6 million was District/Parcel de-industrialization costs and \$74.6 million was District/Parcel backbone infrastructure costs. Volume I estimated that the total urban land development value was \$153.4 million. The conceptual baseline development program (i.e., the buildable, new streets and non-buildable land calculations) were based on the following assumptions: 1) approximately 69% of the gross District area was developable, 2) approximately 16% of the gross District area would be required for new streets, and 3) approximately 15% of the gross District area would be parks, building setback areas, and other non-buildable areas. These conceptual baseline development program assumptions used the BDSP as their source for costs and model for land allocation. After netting out estimated transition costs (de-industrialization costs and backbone infrastructure costs), the estimated carrying costs, and current land values, the residual land value for the District was conceptually estimated at negative \$0.9 million. This break-even land residual value implies that financing the Pioneer Bluff District's local costs (i.e. District and Parcel costs) is potentially feasible but not assured given the timing and magnitude of the required investments.

To potentially improve the residual land values, Volume I's action plan recommends the Stone Lock District be integrated into the Master Plan area. The conceptual land development economic baseline analysis in this section updates the conceptual baseline development program scenario in Volume I to include development scenario assumptions for the Stone Lock District using the same Bridge District-inspired assumptions and incorporates new cost estimates for the Stone Lock District's transition costs. This updated baseline scenario and its associated land development economics were prepared to test Volume I's hypothesis that adding that Stone Lock District would improve the transition economics for the Master Plan area. The outcome of this analysis informs the next stage of de-industrialization and land planning activities and the Districts investment strategy described subsequently in Volumes III.

2.6.1 Conceptual Analysis of the Updated Estimated Transition Costs

Appendix F contains the complete conceptual analysis of the updated estimated transition costs. Of the \$733 million in estimated transition costs, approximately \$503 million (i.e. over two-thirds of the transition costs) will serve much broader real-estate geographies than those of the Districts. This split between regional and local costs is consistent with the previous analysis. Major regional projects partially or wholly included within the Districts are rail relocation, fuel terminal and pipeline relocations, Sacramento River crossings, the Highway 50 ramps re-construction, and the Districts' streetcar extension. These projects necessitate two regional business relocation projects, three regional transportation projects, and focused improvements to regional flood protection facilities located within the Districts.

2.6.2 Conceptual Summary of the Districts Estimated Transition Costs

The updated District/Parcel transition costs were estimated at \$46.8 million in de-industrialization costs and \$183.5 million in backbone infrastructure costs. This increased the overall District/Parcel costs from Volume I by approximately \$111 million. The total urban land development value was estimated at \$355.1 million. This increased the total urban land development value from Volume I by \$201.7 million.

Based on these factors and assumptions, the aggregate property in the Districts is expected to have a land residual that was conceptually estimated at positive \$17.1 million, which is approximately 4.8% of its expected urban waterfront land value. While this number is positive, its small magnitude indicates a relatively low return in relation to cumulative costs. This updated baseline land residual performance,

however, is an improvement from the Volume I analysis which calculated a land residual close to zero. However, this performance is at best highly speculative and subject to major re-evaluation given the early nature of due diligence and land planning activities at the time of this baseline analysis (i.e., 2017). This conclusion continues to highlight the fragility of the Districts' development objectives from an economic feasibility perspective as well as the inherent sensitivity of this analysis to basic land development assumptions (e.g., transition scope, costs, cost allocations, phasing, amount of buildable land, etc.).

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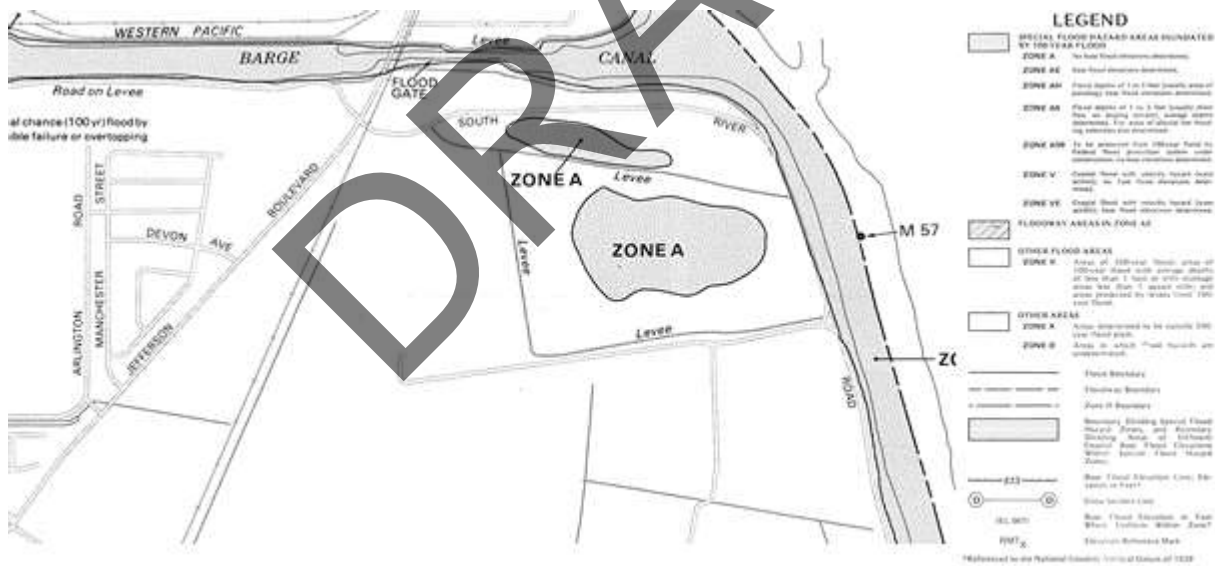
Chapter 3. Flood Protection Conditions

3.1 Existing Flood Protection Facilities and Conditions

3.1.1 Regulatory Context

Flood hazard zones are delineated at the federal level and include floodplains within a Federal Emergency Management Agency (FEMA) designated special flood hazard (i.e., a 100-year flood plain) or FEMA-designated moderate flood hazard area (i.e. a 500-year floodplain). According to the City’s current Flood Insurance Rate Maps provided in Appendix G, most of the Districts are protected from a 100-year flood event by a levee subject to possible failure or overtopping during larger flood events. A portion of the Stone Lock District is outside this protected area and is within a special flood area. As shown on Exhibit 6, this area is designated as being in Zone A, an area where no base flood evaluation was determined. Exhibit 6 also shows the location of a flood gate at the William G. Stone Locks. The implications of this designation on building development is discussed in Sections 4.3 and 4.4.1 of Volume III.

Exhibit 6: Stone Lock District Flood Insurance Rate Map (1995)



For urban areas in California, flood facility standards are defined by the California Department of Water Resources (DWR) in the 2012 Urban Levee Design Criteria (ULDC). This document provides guidance for

the design, evaluation, operation, and maintenance of levees in urban and urbanizing areas. These standards are summarized in section 3.2.

The State of California, via Senate Bill (SB) 5 (2007), defines “urban level of flood protection” as the level of protection that is necessary to withstand a 200-year flood event in any given year based on the DWR’s criteria. SB 5, as amended, does not specify any enforcement authority to meet these criteria, “but instead relies on the due-diligence of cities and counties to incorporate flood risk considerations into floodplain management and planning.” However, most state and federal flood protection funding requires consistency with SB 5 and derivative legislation.

The Urban Level of Flood Protection Criteria (ULFPC) was developed by DWR in response to requirements from the Central Valley Flood Protection Act of 2008, enacted by SB 5, “to strengthen the link between flood management and land use.” These criteria define a systematic and structured approach for local jurisdictions within the Central Valley to make findings related to an urban level of flood protection before approving certain land use decisions.

The City lies within the natural floodplain of the Sacramento River and is comprised of reclaimed lands protected from floods by levees and the Yolo and Sacramento Bypass systems. These Bypass systems divert Sacramento flood flows westward around the City. The DWSC and Barge Canal bisect the City into two distinct flood protection sub-basins. The Pioneer Bluff District is part of the northern sub-basin while the Stone Lock District is part of the southern sub-basin. This division is reflected in the FIRM maps provided in Appendix G.

The West Sacramento Area Flood Control Agency (WSAFCA) was created in 1994 to coordinate, fund, and construct major flood risk reduction projects within the City pursuant to federal and state standards. WSAFCA is a Joint Powers Authority composed of members from the City, Reclamation District (RD) 900, and RD 537 (see Exhibit 7 for the RD boundaries). The Agency manages more than 52 miles of flood protection levees, including some of those within the Districts.

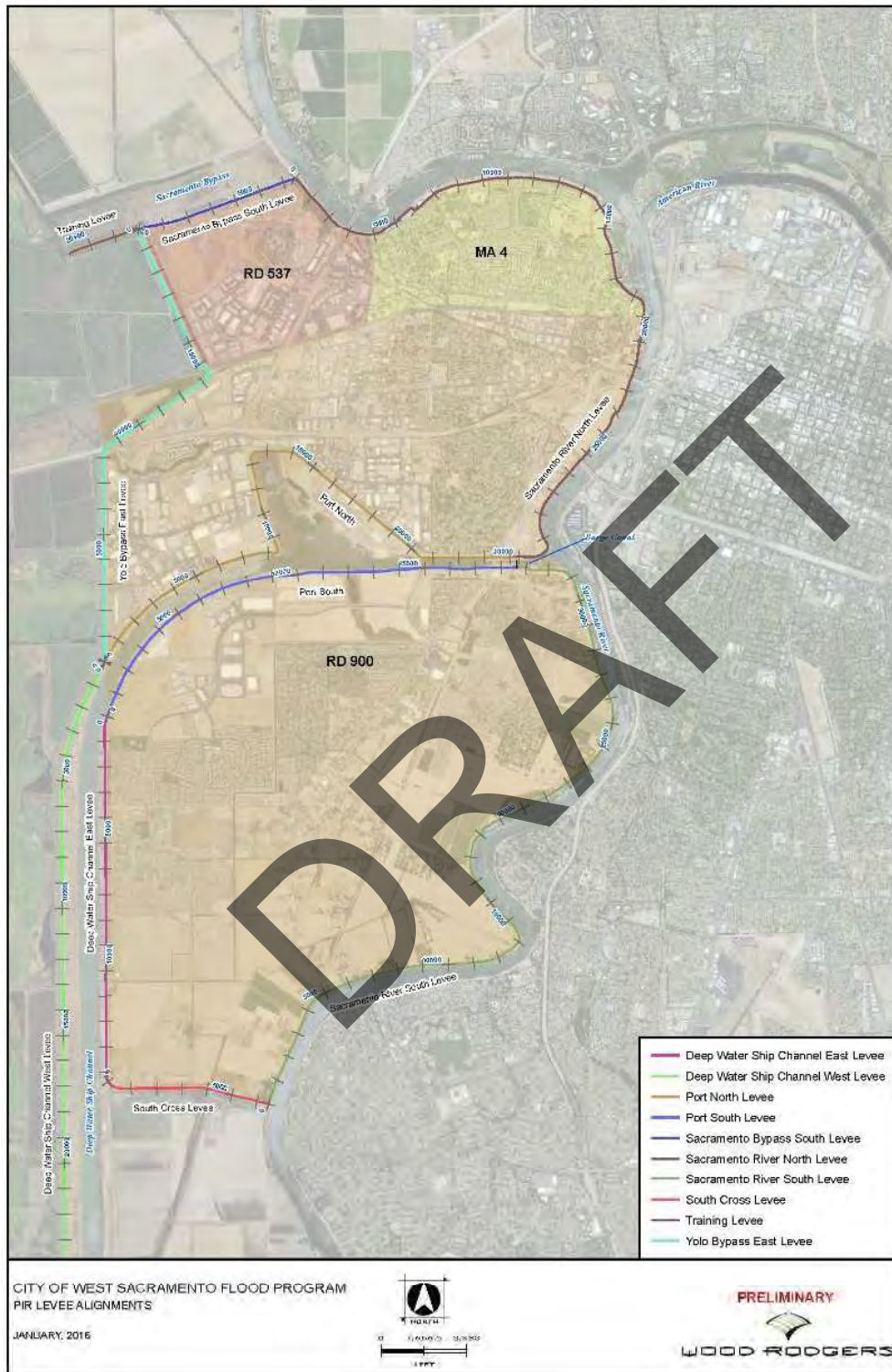
The City and WSAFCA are in the process of implementing the West Sacramento Levee Improvement Program (WSLIP). WSLIP is a comprehensive flood risk reduction program with the goal of providing the City with flood protection during a 200-year flood event.

3.1.2 Current Flood Facilities Conditions and Deficiencies

The Districts include three levee reaches and one flood protection facility: 1) Sacramento River North Levee, 2) Sacramento River South Levee, 3) Port South Levee, and 4) the William G. Stone Locks' Bulkhead Structure. RD 900 is the Local Maintaining Agency (LMA) for all the flood protection features within the Districts but does not possess O&M easement rights for all the flood protection features.

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Exhibit 7: West Sacramento Flood Levee Reaches and LMAs



Current deficiencies for these facility segments are summarized in Exhibit 8 and the following subsections. The three flood protection facilities conditions and deficiencies are based on findings from the WSLIP, the 2016 *Problem Identification Report* (PIR) prepared by Wood Rodgers, and a Technical Memorandum prepared by Larsen, Wurzel and Associates (LWA) regarding existing regulatory jurisdiction of the port south levee (Jurisdiction TM). This Jurisdiction TM is provided in Appendix H.

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Exhibit 8: Summary Flood Facility Deficiencies



Sacramento River North West Levee

The Pioneer Bluff District includes an approximately 0.9-mile segment of this flood protection levee along the Sacramento River between the eastern end of the William G. Stone Locks and the District's boundary with the Bridge District. The Pioneer Bluff District is generally considered to be an area of high ground since the embankment is, at its narrowest point, approximately 800 feet wide; however, regulatory agencies still consider this area to be part of the Sacramento River Flood Control Project with a levee prism contained within the areas of high ground adjacent to the river. In 1960, the LMA recorded a Quitclaim Deed (Book 599 of Deeds, Page 296) relinquishing all O&M easements for this levee segment (presumably following the opening of the Port). Despite this lack of the O&M rights, the PIR did not identify any deferred maintenance issues. As shown on Exhibit 8, the primary deficiency identified was levee geometry along with some minor freeboard issues, between 6 to 16 inches, near the Pioneer Bluff District's northern boundary.

Much of this levee segment has steep waterside slopes which result in slope stability issues from erosive river flows. However, the 2016 PIR contemplated that since the theoretical levee prism fit well within the existing embankment, it was possible that there was no current slope stability issue for this segment. This slope stability issue may need to be revisited and remediated if the location of the official levee prism is located immediately adjacent to the Sacramento River. The PIR notes that additional subsurface explorations of this levee segment may be necessary to meet USACE's requirements.

The ULDC requires levees to be analyzed for seismic vulnerability from 200-year return period ground motions in combination with typical winter and summer water surface elevations. Previous preliminary seismic analysis of this segment of the levee, analyzed prior to these conditions and shown on Exhibit 8, did not identify seismic vulnerabilities. Seismic performance analysis pursuant to the ULDC for this levee segment has not yet occurred.

In addition to these levee considerations, the PIR identified some issues with vegetation, encroachments, and penetrations in this levee segment that are more than what is permitted under federal and state standards. These issues may adversely impact flood protection performance and will likely require some remediation. Appendix I contains a comprehensive compilation of the District's known levee encroachments and penetrations.

Sacramento River South West Levee

The Stone Lock District includes an approximately 0.6-mile segment of this flood protection levee along the Sacramento River between the eastern end of the William G. Stone Locks and the District's boundary with Southport. The LMA does have O&M easements for the District's segment of this levee. The PIR did not identify any deferred maintenance issues.

The PIR identified freeboard deficiencies of 6- to 12-inches for a portion of this western levee segment and noted that this deficiency may be eliminated upon further evaluation. The PIR also noted some minor geometry deficiencies. Other deficiencies were noted, but a majority of the District's segment of the Sacramento River South Levee was improved with part of the recent Sacramento River Bank Protection Project completed at River Mile 57.2 (RM 57.2 Project). See Exhibit 9 for the location of the 2012 Sacramento San Joaquin Drainage District levee easement (SSJDD Easement) extents established by the RM 57.2 Project. The City is not a joint-user of the SSJDD Easement (Doc #2015-0015327) but does own a thirty-foot right-of-way easement along the crown of the RM 57.2 Project levee. It is unknown if the LMA has entered into a joint use agreement for the SSJDD easement.

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Exhibit 9: 2012 Sacramento San Joaquin Drainage District Levee Easement



Additionally, the PIR identified some issues with vegetation, encroachments, and penetrations in this levee segment that are more than what is permitted under federal and state standards. These issues may adversely impact flood protection performance and will likely require some remediation. Previous preliminary seismic analysis of this segment of the levee, analyzed prior to these conditions and shown on Exhibit 8, did identify seismic vulnerabilities. Seismic performance analysis pursuant to the ULDC for this levee segment has not yet occurred.

Port South Levee

The Stone Lock District includes an approximately 0.7-mile segment of this navigation levee along the south side of the barge canal between the Palamidessi Bridge and the eastern end of the William G. Stone Locks. This segment of the levee was constructed as part of the Navigation Project. (See Section 2.2.1 for more information.) While the USACE has regulator authority over the Sacramento River West

Levees, as well as the Bulkhead Structure located immediately east of the William G. Stone Locks, the jurisdictional authority over the remaining District's portion of the Port South Levee is not well defined; the LMA does not possess O&M easements for this levee segment and the USACE quitclaimed all its O&M easements in 2007. This jurisdictional uncertainty and its implications are discussed further in Section 3.5.2.

For the District's portion of the levee segment, The PIR identified freeboard deficiencies of 6- to 12-inches and waterside slope stability (i.e., geometry) deficiencies. In addition to these levee considerations, the PIR identified some issues with vegetation in this levee segment that are more than what is permitted under federal and state standards. These issues may require some remediation. The need and extent of remediation is a function of the which the agency has jurisdictional authority. Previous preliminary seismic analysis of this segment of the levee, analyzed prior to these conditions and shown on Exhibit 8, did not identify seismic vulnerabilities. Seismic performance analysis pursuant to the ULDC for this levee segment has not yet occurred. The PIR also notes that additional subsurface explorations of the levee near the Bulkhead Structure may be necessary.

William G. Stone Locks Bulkhead Structure

The Bulkhead Structure is located on the east end of the William G. Stone Locks facility. It is the dividing feature that separates the Port South Levee from the Sacramento River West Levees. In 2015, following the dissolution of the Agency by the State of California, the City took possession of the Bulkhead Structure, the navigation locks, and 7.25 acres of the surrounding area (Stone Lock Facility) for public purposes. The LMA does not have O&M easements for the Bulkhead Structure.

According to the *O&M Manual* for the Stone Lock Facility, the Bulkhead Structure was provided primarily for dewatering of the lock chamber and the gate bays between the locks but was also to be installed during periods of high water. The Bulkhead Structure consists of twelve horizontal members (Stop Logs) stacked vertically and installed using a 75-hp derrick with an 80-foot boom located in the Lock Structure yard. When the Bulkhead Structure was not in use, the Stop Logs were stored in a storage bay that is located east of the Bulkhead on the northern bank of the Barge Canal. The *O&M Manual* also indicates that the eastern lock the Stone Lock Facility was closed during normal operation. The reason for this is not explicitly discussed in the *O&M Manual*, though it is assumed that this was done to limit

diversion of water out of the Sacramento River. The *O&M Manual* does include provisions for keeping daily records of water diverted out of the Sacramento River that occurred during the operation of the locks.

During a 200-year flood event, the surface water elevation of the Sacramento River can be almost 18-feet higher than it is in the DWSC considering tidal fluctuations in the channel. The Bulkhead Structure prevents flood waters in the Sacramento River from entering the DWSC. Because the Bulkhead Structure is a critical component of the City's overall flood protection system, the PIR included it as standalone assessment of the structure. The assessment concluded that it is not structurally capable of withstanding the forces imposed by the height of water during a 200-year flood event. The assessment indicates that the bulkhead is only capable of withstanding the stress of a 13 feet of water differential (i.e. 5 feet less than projected) and that the concrete abutments and land beyond the abutments had insufficient freeboard for a 200-year event water surface elevation plus three-feet, which could result in overtopping.

3.2 Flood Protection Standards

Flood control facilities protecting the Districts include a system of flood-protection levees, previous navigation levees and a Bulkhead Structure. The City protects residents and businesses by ensuring the maintenance and improvement of existing levees to provide a minimum of 200-year flood protection and requiring all new development to provide 200-year flood protection or pay in-lieu fees. The General Plan set a deadline for achieving 200-year protection consistent with SB 5. Flood protection improvements are classified as regional costs.

"The City shall work with local, regional, State, and Federal agencies to achieve by 2025 at least 200-year flood protection for all areas of the city. Priority shall be given to the levees protecting the people and property within the existing City limits." - page 2-130 *General Plan's Safety Element*

3.2.1 Floodway Design Standards

Below are designed standards described in the ULDC and the *General Plan*.

Minimum Top of Levee Standard

The ULDC requires that flood levees have freeboard capacity to contain a 200-year flood event, including the hydraulic effects of wind and wave action, without being overtopped or structurally compromised. For most levees, the ULDC requires the greater of 1) 3-feet of freeboard above the Design Water Surface Elevation (DWSE) (i.e., 200-year high water elevation) or 2) the actual height required to contain associated hydraulic effects as determined by engineering analysis. The ULDC defines this elevation as the minimum top of levee.

Levee Geometry Standard

The ULDC levee prism requires a 20-foot levee crown width, a width/height waterside slope of at least 3/1, and a landside slope of at least 2/1 to native grade. The ULDC allows steeper slopes if the minimum levee dimensions fit entirely within the actual levee structure and if seepage and slope stability standards are met.

Through Seepage and Underseepage Standard

The ULDC defines engineering criteria for analyzing potential seepage through and under the levee. These criteria provide a standardized methodology to evaluate the relative vulnerability of levees for internal levee erosion. Assuming saturated in-situ soil weights of at least 112 pounds-per-cubic-foot, the basic exit gradient underseepage criteria at the DWSE are in Table 1.

Table 1: Seepage Criteria

Location	Exit Gradient
Landside Toe Levee	< 0.5 or = 0.5
Seepage Berm Toe	< 0.8 or = 0.8
Landside Levee Toe with Seepage Berm	< 0.5 or = 0.5
Bottom of Empty Ditch/Depression at Landside Levee Toe	< 0.5 or = 0.5
Bottom of Empty Ditch/Depression 150 to 300 feet from Landside Levee Toe	< 0.8 or = 0.8

The ULDC has additional criteria for in-situ soil weights less than 112 pounds per cubic foot, water levels at the hydraulic top of levee (HTOP), and other site conditions

Slope Stability Standard

The ULDC defines the following minimum factors of safety for levee slope stability. The minimum safety factors are provided in Table 2.

Table 2: Slope Stability Safety Factor

Condition	Minimum Factor of Safety
Landside Steady-State DWSE	1.4
Landside Steady-State HTOP	1.2
Waterside Rapid Drawdown	1.0 to 1.2

Seismic Vulnerability Standard

The ULDC requires levees to be analyzed for seismic vulnerability from 200-year return period ground motions in combination with typical winter and summer water surface elevations. Pursuant to the ULDC standard, a frequently loaded levee must not experience significant deformation during a seismic event, namely more than three feet horizontally or one foot vertically.

Encroachment, Penetration, and Vegetation Standard

Encroachments, penetrations, and vegetation that are located within the levee prism, channel, or 20 feet of the landside toe can potentially impact levee integrity, flood protection, maintenance, repair, and/or inspection. The ULDC requires a hazard assessment to identify and evaluate encroachments, penetration, and vegetation. Potentially high hazards require a full engineering analysis to demonstrate the hazard is acceptable or requires remediation.

Erosion Standard

The ULDC requires that the potential for levee erosion damage be evaluated and remediated as necessary. For levees to meet certification requirements, the Code of Federal Regulations (44 CFR 65.10.3.b) requires that:

“Engineering analyses must be submitted that demonstrate that no appreciable erosion of the levee embankment can be expected during the base flood, as a result of either currents or waves, and that anticipated erosion will not result in failure of the levee embankment or foundation directly or indirectly through reduction of the seepage path and subsequent instability. The factors to be addressed in such an analysis include, but are not limited to: expected flow velocities especially in constricted areas; expected wind and wave action; ice loading; impact of debris; slope protection techniques; duration of flooding at various stages and velocities; embankment and foundation materials; levee alignment, bends, and transitions; and levee side slopes”

To satisfy these CFR requirements, levees must meet the following criteria: satisfy the geometric template requirements of ULDC Chapter 7; critical shear values of existing bank material must exceed shear forces imposed by both flow during the base flood event and waves during chronic boat wave events or during design wind conditions. Design wind conditions are defined by the USACE; outside of bend locations must have continuous rock protection from the base flood event to the top of the toe; levees should not display visible erosion. For portions of the levee above normal water surface elevation, an erosion site is defined as a contiguous distressed area of at least 100 square feet.

Ecosystem Enhancement

The conservation and protection of riparian resources are integral to a healthy ecosystem and are a consideration when designing flood protection solutions.

“The City shall encourage floodway design and flood control facilities to foster riparian habitat enhancement, improved water quality, and ground water recharge.” – p 2-109 *General Plan’s* Natural and Cultural Resources Element Policy 1.2

3.2.2 Flood Protection Right-of-Way Standards and Recommendations

The ULDC right-of-way standards obligate the reservation of adequate space for maintenance, inspection, and patrolling of flood protection facilities during high-water events and flood-fighting activities and to provide additional room to expand facilities in the future. The ULDC requires that fee title or an easement be held by the LMA for the entire levee prism, plus an additional 20 feet beyond the landside toe and 15 feet beyond the waterside toe. The ULDC also recommends, but does not require, acquiring right-of-way for a future needs area that has a width equal to at least four times the levee height (as measured from the landside levee toe), or 50 feet, whichever is greater.

3.2.3 Local Agency Standards for Land Use Decisions

SB 5 requires local jurisdictions within the Sacramento and San Joaquin valleys to make findings related to an urban level of flood protection before approving certain land use decisions (e.g., DAs and other discretionary actions that allow development in flood hazard zones). SB 5 also requires local land use agencies to make one of the following findings prior to approving these decisions: that the existing flood management facilities protect the property to the urban level of flood protection; or that the local governing jurisdiction has imposed conditions that will protect the property to the urban level of flood protection; or that the local flood management agency has made “adequate progress” on the construction of a flood protection system which will result in providing an urban level of flood protection to property located within a flood hazard zone by 2025.

On June 2, 2016, the City Council adopted Resolution 16-45 making findings of adequate urban level of flood protection progress. California Government Code § 65007(a) defines the term “adequate progress.” Pursuant to the ULFPC, there were certain evidentiary standards needed to support the City Council’s finding. The PIR and the 2016 *Alternatives Analysis Report (AAR)* satisfy one of those.

3.3 Flood Protection Standards for Urban Development

In 2010, pursuant to Central Valley Flood Protection Board (CVFPB) permit 18119 BD, the Bridge District property owners dedicated three flood protection easement agreements to the Sacramento San Joaquin Drainage District (BD SSJDD Easements). The BD SSJDD Easements (Doc #s 2010-0026105, 2010-0026106 and 2010-0025100) memorialized the location of the Bridge District’s building setback.

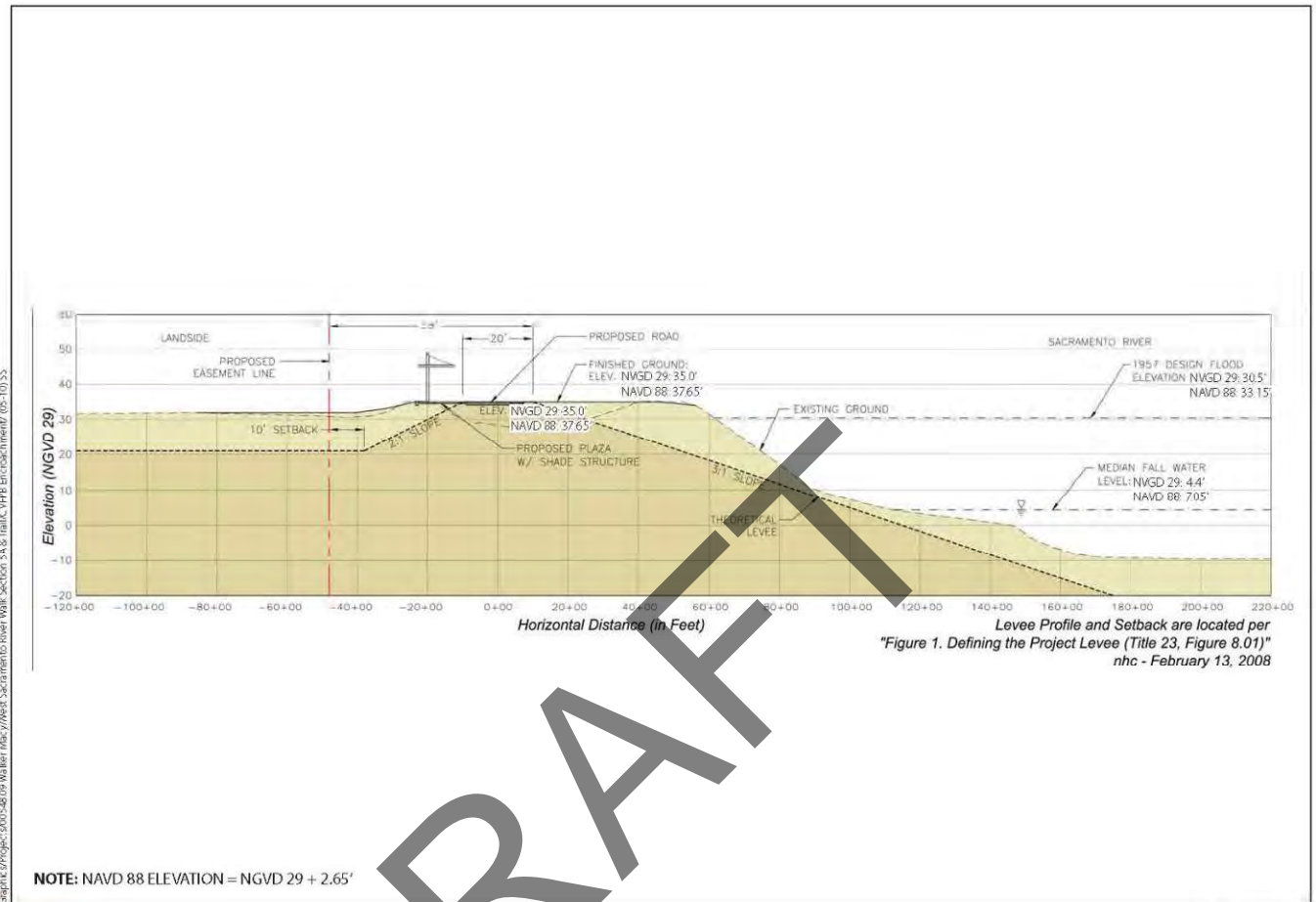
Like the Pioneer Bluff District, the Bridge District is generally considered high ground that is part of the Sacramento River Flood Control Project. The methodology for establishing the building setback in the Bridge District included locating a levee prism contained within the areas of high ground adjacent to the river. The methodology used predates the ULDC. This analysis established the historic natural ground at the levee landside toe as being approximately elevation 21.0 (NGVD29) based on a review of a series of California Debris Commission Maps. These maps include the Pioneer Bluff District.

Exhibit 10 is sample Bridge District Levee Profile. The BD SSJDD Easements include provisions that reserve the certain rights for the uses landward of the crown of the levee. Within that 38-foot space, the Bridge District property owners reserved the surface of the easement area for the following uses:

“purposes and permanent improvements as Grantor deems necessary and desirable, including, but not limited to, installation of patios, sidewalks, roadways, building structures and utilities, so long as such use does not unreasonably interfere with the Flood Control Works maintained by Grantee.... if applicable, Grantor shall obtain an Encroachment Permit from the Central Valley Flood Protection Board for any said improvements prior to installation. The Granter also specifically reserves the right to construct and maintain (or dedicate same to a governmental entity) a public promenade, recreational, park and related facilities on the crown of the levee, together with all rights of access to and from the Public Use Area. If applicable, Grantor shall obtain an Encroachment Permit from the Central Valley Flood Protection Board for any said improvements prior to installation.”

In contrast to the the BD SSJFDD Easements, the DWR’s current flood protection easement template is not deferential to the owners’ rights to use the area landward of the crown. Any similar provisions would need to be negotiated with the State and all intentions to request such modifications should be disclosed with the CVFPB’s encroachment permit application.

Exhibit 10: Bridge District Levee Profile



**Figure 2b
Typical Section (Central Plaza)**

3.4 Recommended Remediation Measures

The 2016 AAR contains the preferred remediation measure(s) for the District’s three levee reaches. For the District’s segment of the Sacramento River West North Levee, the recommended remediation measure is slope flattening of the waterside for the levee to create a waterside slope of 2/1. For the District’s segment of the Sacramento River West South Levee, outside the RM 57.2 Project, the recommended remediation measure is raising the levee approximately 6 inches. For the District’s segment of the Port South Levee, no remediation measures were recommended.

The Bulkhead Structure has two previous studies that recommend alternative remediation measures for the flood protection facility. The 2015 General Reevaluation Report's (GRR) recommended solution for mitigating the flood protection system deficiencies would result in a substantial change to the existing condition. It proposes the construction of a "550-foot sheet pile wall with embankment fill" that reconnects the Sacramento River levees located to the east of Bulkhead Structure (GRR Solution). The proposed sheet pile wall replaces the flood protection functionality of the Bulkhead Structure with an earthen levee. If implemented, the GRR Solution would permanently separate the Sacramento River from the DWSC. In contrast, the AAR proposed a possible retrofit of the Bulkhead Structure to address the freeboard deficiencies and the handle the anticipated stress from a 200-year flood event head differential. This would also include removal of the Stop Logs and all the silt and debris that has collected at their base and the proper reseating of the Stop Logs to achieve the best possible seal for this structure. If implemented, this solution would also effectively hydrologically separate the Sacramento River from the DWSC.

3.5 Building Setback Alternatives Analysis

With the City Council's adoption of Resolution 16-45 and the acceptance of the PIR and AAR, there was sufficient information to proceed with assessing the District's building setback alternatives. Selection of a preferred building setback alternative(s) for the Districts is an essential input for determining the amount of buildable land, which is a key input for future land use economics calculations. It is also an essential baseline for developing riverfront open spaces and trails. Memorializing the preferred alternative is a foundational land development step which is discussed further in Section 4.4 of Volume III. The building setback alternatives developed for each of the District's levee reaches are summarized in the subsections below.

Sacramento River West North Levee

In 2017, Wood Rodgers developed two building setback alternatives for the District's segment of the Sacramento River West North Levee, east of the Bulkhead Structure (see Appendix J). Both setback alternatives consider a theoretical ULDC levee prism crown located 3-feet above the 200-year water surface elevation and placed to align the theoretical waterside toe with the existing waterside embankment toe. The first alternative considers the right-of-way needed to accommodate the theoretical levee prism, a 20-foot O&M corridor along the landside levee toe and a 50-foot future needs

area, as recommended by the ULDC. This alternative results in a building setback that is approximately 135 feet from the waterside hinge. The second setback alternative considers the right-of-way needed to accommodate the theoretical levee prism and a 20-foot O&M setback along the landside levee toe but does not include additional right-of-way for a future needs area. This alternative was developed to balance flood protection and economic development needs in the Pioneer Bluff District and recognizes the low probability of a future need to expand the existing theoretical levee due to the substantial amount of high ground and proposed joint-use improvements. This alternative results in a building setback that is approximately 85 feet from the waterside hinge.

Sacramento River West South Levee

In 2017, Wood Rodgers developed two building setback alternatives for the District's segment of the Sacramento River West South Levee, east of the Bulkhead Structure and west of the RM 57.2 Project (see Appendix K). The theoretical levee prism was located to align the theoretical centerline with the centerline of South River Road so that the levee centerline is consistent with the recently completed RM 57.2 Project. Both alternatives consider the levee landside toe to be the existing landside toe of the embankment on the south side of South River Road. The first setback alternative considers the right-of-way needed to accommodate the theoretical levee prism, a 20-foot O&M corridor along the landside toe, and a 50-foot future needs area, as prescribed by the ULDC. This results in a building setback that is approximately 70 feet from the landside toe of the South River Road embankment. The second setback alternative considers the right-of-way needed to accommodate the theoretical levee prism and a 20-foot-wide O&M corridor along the landside toe but does not include any additional right-of-way for a future needs area. This alternative was developed to balance flood protection and economic development needs in the Stone Lock District and recognizes the low probability of a future need to modify the existing levee beyond its current footprint. This results in a building setback that is approximately 20 feet from the landside toe of the South River Road embankment.

Port South Levee

In 2017, Wood Rodgers developed two building setback alternatives for the District's segment of the Port South Levee, east of Lake Washington Boulevard and west of Jefferson Boulevard (i.e., southern bank of the Barge Canal) (see Appendix L). The first alternative considers the right-of-way needed to accommodate a future levee prism and a 20-foot O&M setback along the future landside toe as well as a

50-foot future needs area, as recommended by the ULDC. This alternative results in a building setback that is approximately 97 feet from the waterside hinge. The second setback alternative considers the right-of-way needed to accommodate a future levee prism and a 20-foot O&M setback along the future landside toe, but it does not include any additional right-of-way for a future needs area. This alternative was developed to balance flood protection and economic development needs along the Barge Canal and to recognize the low probability of a future need to expand the existing theoretical levee due to the approximate high ground conditions and possibility of a closure structure across the DWSC improvements.

3.5.1 Port Levees at the Stone Lock Facility

Although the PIR and AAR account for the Stone Lock Facility within the Port North and South Levees, a flood protection feature does not exist in this location. The existing ground north and south of the locks channel is approximately 800 feet wide and rises between 8 and 12 feet above the 200-year water surface elevation. Therefore, the area immediately adjacent to the Stone Lock Facility can be considered high ground.

The approach used to establish the building setback in this area was to ensure that enough right-of-way exists for routine waterfront patrolling and bank maintenance, and also to ensure that adequate right-of-way exists to modify, repair, and/or replace the guide wall when it gets to the end of its useful life (see Appendix K). Since the ULDC was intended to provide standards for physical levees and floodwalls, and not for areas of high ground, the proposed building setback for the Stone Lock Facility needed to consider the necessary right-of-way for routine patrolling and O&M and be set back far enough to accommodate future repairs or modifications to the guide walls when these structures near the end of their useful life (assumed to be several decades from now). This approach will allow for sufficient space to remove the guide walls at some point in the future, if ever needed, and establish a typical waterside slope and an appropriate O&M corridor along the future top-of-bank. Note, this is just one possible setback alternative of many that could be established in this area, since stringent setback criteria do not apply, and the life cycle of the facility is uncertain. Using this conservative approach, results in a building setback to the north and south of the Stone Lock Facility that is approximately 155 feet from the canal walls. This location generally coincides with the City's southern property boundary.

3.5.2 Port Levees' Jurisdictional Authority

Since the District's segments of the Port Levees were not originally constructed as a part of the Sacramento River Flood Control Project, the necessity of adhering to the ULDC when developing the building setback alternatives was unknown. Some USACE documents identify these segments as elements of the federal flood control system, while others are silent on the subject. This inconsistency of treatment, combined with the USACE quitclaiming its O&M easements in this area, has resulted in ambiguity regarding jurisdictional authority.

LWA researched which agencies may have jurisdiction or could assert jurisdiction over the segments of the Port Levees that are subject to the USACE quitclaim deed, as it is possible that either or both the CVFPB and USACE could assert jurisdiction. LWA's research, conclusions, and recommendations are summarized in the Jurisdictional TM provided as Appendix H. LWA reviewed available regulatory, real estate, and other supporting documentation regarding any existing regulatory interest in the areas adjacent to the DWSC and Barge Canal (Subject Area) from both a federal and state level. Their conclusion was that there was insufficient documentation to determine with certainty the current jurisdictional interest in the Subject Area but several of the documents reviewed include statements supporting the likelihood of both Federal and State interest in any transaction or project that occurs along the Port South Levee. LWA recommended a series of coordination activities with both the CVFPB and the USACE to define roles and responsibilities related the Port Levees subject to the 2007 USACE Quitclaim Deed (Doc # 2007-0024253).

3.5.3 DWSC Closure Structure

The PIR and the GRR both considered the possibility of constructing a closure structure across the DWSC west of the Port's turning basin, which would eliminate the need for a raised embankment or levee for the Port Levees east of the closure structure. However, these evaluations ultimately did not recommend including the closure structure as part of the WSLIP due to the high cost. Until such time a closure structure becomes part of the City's Flood Program, or the 200-year water surface elevation is lowered because of updated hydrologic and hydraulic modeling, an O&M corridor will need to be provided and a building setback reservation will need to preserve enough right-of-way to area for any future improvements needed to provide 200-year protection to the City.

4.0 PARKS AND OPEN SPACE CONDITIONS

4.1 Existing and Planned Parks and Open Space Facilities

49 acres of the Stone District are zoned for RP or OS (see Exhibit 4). Of the 37 acres zoned OS in the Stone Lock District, 20 acres are currently subject to additional land use restrictions to preserve open space use. Approximately 13 acres of the Sacramento River setback area are subject to the SSJDD Easement shown on Exhibit 9, and approximately 7 acres are subject to City-held recreation easements for Barge Canal trail and parking lot facility. The Barge Canal trail and parking lot is located along the southern side of the barge canal between Lake Washington Blvd and Jefferson Boulevard. This recreation corridor is accessible via a gravel parking lot located at the intersection of Jefferson Boulevard and Lock Drive. The facility consists of a 1,500-foot gravel trail with minor furnishings (e.g. trash cans and benches) and a non-motorized watercraft ramp. There are no restrooms or running water and the facility is open dawn-to-dusk. Of the 12 acres zoned RP, 3 acres are owned in-fee by the City for that use and an additional 5 acres are subject to City-held recreation and flood protection easements surrounding the Stone Lock Facility.

The remainder of the Districts' property is zoned for either RMU or MU-NC. The City's Municipal Code § 17.23.010 lists public parks and open space as principally permitted land use for both mixed-use designations. In addition to the City's OS- and RP-zoned assets, the City owns in fee a 3.8-acre park site along the Barge Canal in the Stone Lock District (parcel number 067-180-053) zoned MU-NC and approximately 4 additional acres surrounding the Stone Lock Facility zoned RMU. All these assets were former Agency properties transferred to the City for public purposes following the dissolution of the Agency by the State. The City owns a 0.5-acre recreation easement for the Barge Canal Access Trail parking lot and holds the rights to approximately 3 acres of recreation and flood protection easements surrounding the Stone Lock Facility.

Of the 37 acres zoned OS in the Stone Lock District, approximately 17 acres are not controlled by the City; they are owned in fee by the Port. 8 of those acres are landward of the building setback established by the SSJDD Easement. These acres, if rezoned to MU-NC, could be developed.

Of the 12 acres zoned RP, approximately 5 acres are not controlled by the City; they are owned in fee by the Port. Approximately 2 of these 5 acres are high ground adjacent to the Stone Lock Facility. If

rezoned to MU-NC, they could be developed. The remaining acres are identified as a neighborhood park in the SPFP as shown on Exhibit 4. The 2015 Stone Lock DA does not obligate the dedication of these acres; however, future modifications to the agreement are expected to include the dedication of these acres for park uses.

4.1.1 Other Planning Policy Considerations

Volume I includes specific recommendations for the Pioneer Bluff District's park development program. It recommends that the Stone Lock Facility be re-purposed for recreational and other public uses, that the Bridge District's River Walk Promenade be extended to the Stone Lock Facility, and, to the extent possible, that all parks space in the Pioneer Bluff District be accommodated within the flood setbacks.

4.2 Parks Development Standards

Parks are delineated by their local context, service population, and intended purpose. Local context includes consideration of nearby existing and planned uses and their relative open space needs (e.g., urban versus suburban, residential versus commercial, etc.). Parks facilities are also delineated by the intended service population (e.g., neighborhood parks, community parks, etc.) and intended purpose (e.g., active versus passive recreation, etc.). The following sections summarize park development standards.

4.2.1 Parks Master Plan Standard

The City's parks master plan is an adopted advisory document that guides the development, operation, and maintenance of the City's parks and open space system. The policies contained in the City's *General Plan* Parks and Recreation Element create the basis in which the parks master plan's concepts are developed in greater detail.

"The City shall maintain and implement the Parks Master Plan" – page 2-96 *General Plan's* Parks and Recreation Element Policy 1.1

The City's 2003 *Parks Master Plan* is in the process of being updated and will be retitled as the Parks and Open Space Master Plan.

4.2.2 Sacramento Riverfront Master Plan Standard

Section 2.3.3 contains the urban design standard regarding the 2003 SRMP. In the Pioneer Bluff District, the SRMP describes plans to reuse the wastewater treatment facility and to relocate the City's corporation yard, freeing the land for a significant public park at the entrance to the ship channel. The SRMP proposes a major parks and open space complex at the southern end of the riverfront that combines this new facility in the Pioneer Bluff District with the City of Sacramento's Miller Park and other elements of the City's 2003 *Parks Master Plan's* Central Park Concept described in Section 4.2.4. SRMP proposes that the confluences of these uses may also offer an opportunity for significant ecological enhancement. This is discussed further in Section 4.6 of Volume III.

4.2.3 Regional Park Standards

Regional parks serve the City and greater Sacramento urban region. The level of service standards for regional parks is 3 acres per 1,000 residents. The *General Plan* defines a regional park as:

"a very large park typically organized around a significant scenic, natural, historical, or cultural feature. Regional parks are typically administered by the State, counties, or other park agencies rather than the City due to their large size and unique nature." - page 2-97 *General Plan's* Parks and Recreation Element

This type of park is 50 acres or larger, serves communities within a one-hour driving time and may contain unique facilities or features such as zoos, aquariums, museums, or waterfront access.

4.2.4 Central Park Standards

Central Parks are large parks that serves the needs of nearby residents, people from several neighborhoods, or the entire city. The level of service standards for central parks is also 3 acres per 1,000 residents. The *General Plan* defines a central park as:

"a large park that serves the needs of nearby residents, people from several neighborhoods, or the entire city. They contain a wide variety of facilities and features for active and passive recreation, waterfront access, and night use. [This] large, unique park that serves as a central gathering place for the entire city. [A central park is] essentially a community park that has an

elevated status due to its central location, unique features, or historic characteristics.” - pages 2-97 and 2-98 *General Plan's* Parks and Recreation Element

This type of park is typically 10-50 acres in size with a service area of up to 4 miles. Given its special status, it is expected to include a wide variety of active and passive recreational facilities and features, including sports fields, picnic areas, tennis courts, playgrounds, and passive green open space. The facility will often include playfields for organized league practice and play (e.g., softball, baseball, soccer) and/or sports facilities such as tennis courts, basketball courts, volleyball courts, handball courts, practice walls, and fitness equipment. It may include special facilities such as a pool, community center, gymnasium, or amphitheater or other contain unique facilities or features such as zoos, aquariums, museums, or waterfront access.

The 2003 *Parks Master Plan* includes a conceptual central park concept for the entire Stone Lock District (Central Park). This conceptual programming includes active sport fields, picnic areas, tennis courts, a skate park, playgrounds, and a passive green open space suitable for group gatherings and festivals. With a partial waterfront available, the 2003 *Parks Master Plan* assumed additional amenities, such as rowing and sailing clubs and fishing access. Some integrated private recreation uses were also assumed. The 2003 *Parks Master Plan's* Central Park concept is shown on Exhibit 11.

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Exhibit 11: 2003 Central Park Concept



4.2.5 Neighborhood Park Standards

Neighborhood parks are intended to serve local, proximate development. Individual neighborhood parks in mixed-use areas are often carefully programmed to reflect the specific urban development intent of each of the District's neighborhoods. The level of service standards for neighborhood parks is also 2 acres per 1,000 residents. The *General Plan* defines a neighborhood park as:

"A medium park that provides for the daily recreation needs of nearby residents, with primarily passive and informal recreation features. Active recreation facilities are limited." - page 2-98

General Plan's Parks and Recreation Element

This type of park is typically 3-10 acres in size with a service area of a half-mile. It may contain or connect to passive green open space. Active recreation facilities are limited to informal practice fields, hard surface playing courts, and children's play equipment. In mixed-use areas, the parks tend to be on the lower end of the applicable range due to the high cost of land.

4.2.6 Recreation Corridor Standards

Recreation corridors are often the intersection of parks and open space uses and/or parks and municipal utility uses. The marked pathways often found in recreation corridors are also commonly referred to as trails. Trails are developed along a linear geographic feature such as a river, canal, railroad corridor, or utility easement. The level of service standard for recreation corridors is 0.5 linear miles per 1,000 residents. The General Plan defines recreation corridors as:

“A linear park, greenway, bikeway, or other pathway for non-motorized transportation... They serve the entire city and link residential areas, parks, schools, employment and commercial centers, and the waterfront.” - page 2-99 *General Plan's Parks and Recreation Element*

The General Plan mandates trails in certain recreation corridors.

“The City shall establish recreational trails as part of future levee and utility property improvements where feasible.” - page 2-101 *General Plan's Parks and Recreation Element Policy*

2.6

4.2.7 Urban Park Standards

Urban parks are the smallest type of neighborhood-oriented park. The level of service standard for urban parks is 2 acres per 1,000 residents.

“A very small park or outdoor gathering place that serves urban areas. May take the form of a plaza, town square, court mall, piazza, roof top garden, or other non-traditional park. Are most appropriate for infill and redevelopment areas where larger parks are not feasible or in appropriate.” - page 2-98 *General Plan's Parks and Recreation Element*

This type of park is typically less than 1 acre in size with a services area of a quarter-mile. It is primarily hardscaped with no designated on-site parking except for ADA access. These smaller parks can provide creative and contextually thoughtful recreation spaces in an infill area where there is a land premium.

“The City shall, for development in urban infill areas where traditional neighborhood and community parks are not feasible or appropriate, work with developers to produce creative and flexible solutions for providing urban parks, such as plazas and rooftop gardens.” - page 2-96
General Plan’s Parks and Recreation Element Policy 1.3

4.3 Parks Standards for Urban Development

New park standards, specifically for mixed-use urban waterfront development, were developed during the preparation of the BDSP. These new standards were designed as mitigation for the high cost of urban land. If applied in the District, they would modify the City’s level of service standards for regional and neighborhood parks. They can be summarized as follows: counting the acreage of enhanced open space and recreation corridors, subject to floor protection easements, as park space for level of services calculations, sizing regional park facilities using the maximum development scenario population and sizing the neighborhood facilities using the target development scenario, lowering the level of services thresholds for regional and neighborhood parks (i.e., approximately 1.6 acres per 1000 residents for regional parks and .6 acres per 1000 for neighborhood parks), and permitting a portion of the neighborhood parks acreage requirements to be met with distributed park elements.

In 2016 at a joint meeting of the Parks, Recreation and Intergenerational and the Arts, Culture and Historic Preservation Commissions, the Commissioners approved recommendations to incorporate the urban park standards established for the Bridge District into the development of the Master Plan’s land development strategy.

4.3.1. Distributed Park Elements Standards

Distributed park elements are provided incrementally and opportunistically as part of building development. Typical recreation elements include: all-weather synthetic surface, half-court basketball, climbing boulders, bocce ball, game tables, etc. This distributed facilities standard applies to the Bridge District and is defined below.

“[T]he Bridge District will include recreational amenities integrated with non-recreational development. These features may be located on public or private property but must be accessible to the public every day from dawn to dusk (at minimum). These distributed features, in aggregate, are intended to provide the recreational equivalent to a 1.5-acre neighborhood park. – page 44 BDSP Volume II

These 1.5 acres of distributed park elements, in combination with the Bridge District’s three neighborhood parks and the Sacramento River promenade, were designed to meet the revised minimum level of service for neighborhood parks required to accommodate the Bridge District’s future population needs.

4.3.2 Trail Design Standards for Urban Recreation Corridors

Trails are the traversable pathways located within recreation corridors. The location, design and material choices for a trail are often contextual and reflect the recreation corridor’s purpose and/or function. Gravel or unlit trails within passive open space recreation corridors look and feel very different to the user than hardscaped and lit trails sprinkled with public art that are common in activated urban waterfront mixed-use areas.

In the Bridge District, the Sacramento River corridor (i.e., the River Walk Promenade) was counted toward the district’s park requirements. To warrant this modification to the existing City standard, the highest quality of improvements was mandated. The emphasis of these improvements was to enhance the facility’s varied uses: a passive recreation corridor, home to multi-type special events, and an urban center.

The River Walk Promenade is comprised of complementary features. The primary linear feature of the River Walk Promenade is a 20-foot-wide (minimum), continuous, hard, highly decorative surface and associated furnishings/fixtures and integrated public art located within the defined horizontal limits of the levee crown. The surrounding enhancements include: viewing piers and overlooks at levee-top elevation, shade structures, and decorative/functional illumination with integrated public art, cultural and environmental interpretation with integrated public art, decorative and native gardens, etc.

4.4 Open Space Standards

Unlike parks facilities, which are delineated by the intended service population and intended purpose, designated open spaces are not subject to a similar level of service obligations or categorization by the City. Open spaces are collectively grouped as all-natural open space areas where public ownership, easements, or other entitlements provide a public purpose (e.g. the SSJDD Easement). The City's open space standards include two aspects: a public access rights mandate and defining the public purpose of the City's open space facilities. The following subsections summarize these two open space standards for the District's open space.

Public Access Mandate

The standard for formalized public access to the City waterways is defined as follows:

“The City shall require the dedication of public access easements through all new development along the Sacramento River and Deep Water Ship Channel.” – page 2-102
General Plan's Parks and Recreation Element Policy 3.3

Public Purpose

The identified public purpose of the Sacramento River and DWSC is water-orientated recreational facilities (e.g. walking, bicycling, picnicking, fishing, and appreciating natural open spaces and conservation areas). The standard for those activities are related to those waterways are as follows:

“The City shall establish and maintain continuous public access to the Sacramento River for its full length with West Sacramento for fishing and other purposes” – page 2-101
General Plan's Parks and Recreation Element Policy 3.1

“The City shall encourage the development of public and private water-oriented park and recreational facilities along the Sacramento River and the Deep Water Ship Channel.” - page 2-102
General Plan's Parks and Recreation Element Policy 3.4

The identified public purpose of the Barge Canal is water-related recreational activities. The standard for those activities in the Barge Canal is defined as follows:

“The City shall support the use of the barge canal for aquatic recreational activities, such as sailing, rowing, kayaking, and canoeing, and support the establishment of a multi-use aquatic facility along the barge canal. Aquatic parks, boat houses, docks, and other support facilities shall be deemed compatible uses along the Deep-Water Ship Channel and the barge canal within all land use designation.” – page 2-102 *General Plan’s* Parks and Recreation Element Policy 3.7

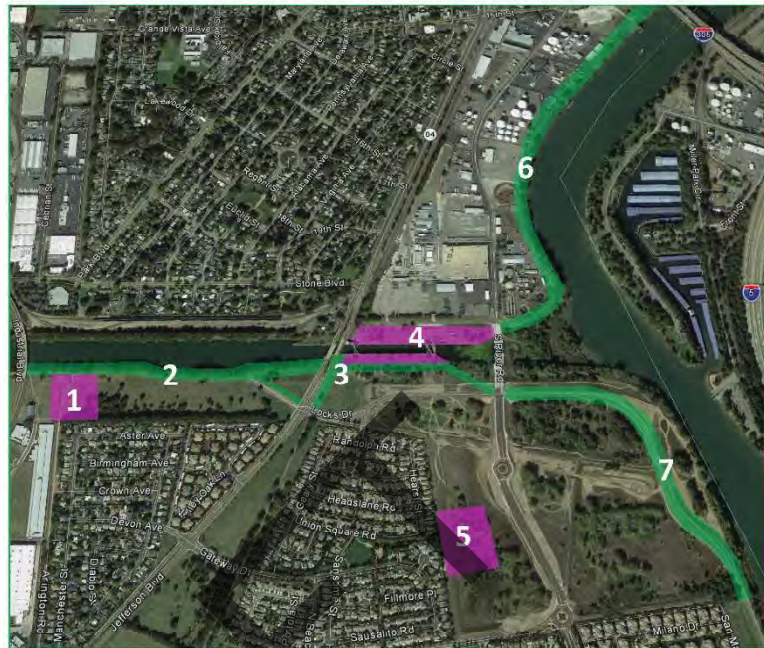
4.5 Revised Central Park Vision

Implementation of the 2003 Central Park concept on the Stone Lock District would remove a significant portion of buildable land from the Districts. As discussed in Section 2.6, inclusion of the approximate 91 acres of buildable land in Stone Lock results in an estimated positive residual land value of approximately \$17.1 million. Given the fragile land use economics, a revised Central Park vision was developed. This vision is derived from existing advisory documents and the *General Plan* and incorporates the commissions-approved parks standards for urban development. The revised Central Park vision is shown on Exhibit 12. The proposed components include four connected waterfront trails segments, two neighborhood-serving parks totaling approximately eight acres located in the Stone Lock District, and the reimagining of the Stone Lock facility. In 2017, the City Council approved the recommendations to incorporate the revised Central Park vision into the development of Master Plan’s land development strategy. The recommended design and programming for the sites are discussed further in Section 4.5 of Volume III.

Exhibit 12: Revised Central Park Vision

Revised Central Park Vision (2017)

1. Arlington Oaks Park
2. Barge Canal Trail
3. Jefferson Corridor Park
4. Stone Locks Facility Reuse
5. Stone Locks Park
6. River Walk Promenade: Pioneer Bluff Extension
7. South River Road Trail Conversion



Open Space/Waterfront Trail
 Regional/Neighborhood Park

4.5.1 Flood Protection Integration

The recreational success of Sites 2, 3, 4, 6 and 7 as shown on Exhibit 13, will require the City to maximize the overall utility of each site’s associated flood protection features (existing or planned). Before the City can program enhancements on or adjacent to flood protection features consistent with the commissions-approved parks standards for urban development, the City must know the location, extent, and cross-section of the building setback and ULDC prism and must understand the implications or impacts of all proposed or approved flood protection solutions. Section 3.4 describes the existing recommended flood protection improvements, and Section 3.5 describes the building setback alternatives for Districts waterways.

For Sites 2, 3, and 6, determining the preferred setback alternative and receiving preliminary approval of the methodology used to determine the ULDC prism from the flood regulatory agencies is the first step in determining the location, extent, and cross-section of the building setback. In 2017, the WSAFCA Board and City Council approved recommendations to select Alternative 2, as describe in Appendices J,

K and L, as the preferred building setback for all the levee segments in the Districts and for the purposes of consulting with the CVFPB and the USACE. The consultation process and the recommended building setbacks for the Districts are discussed in Section 4.4 of Volume III. The process for memorializing the recommended building setback alternative is discussed in Section 4.5 of Volume III.

For Site 4, both recommended flood protection solutions for the Bulkhead Structure effectively hydrologically separate the Sacramento River from the DWSC. The implementation of either of these solutions are substantial impacts to the recreation adaptive reuse of Site 4 and the Barge Canal. In 2016 at a joint meeting of the Parks, Recreation and Intergenerational and the Arts, Culture and Historic Preservation Commissions, the commissioners approved recommendations to investigation any alternative flood protection structures that provide the necessary flood protection in a manner that may better support any future recreational reuse of Site 4 and the Barge Canal. In 2017, the City Council approved the recommended preliminary array of flood protection solutions and non-flood protection co-benefits to be analyzed. The results of this analysis are discussed further in Section 3.2 of Volume III.

Site 7 is an existing facility. This future recreation facility is a reuse of the section of South River Road built on the crown of the levee with the RM 57.2 Project. This segment of South River Road was constructed in 2012 prior to the Southport Early Implementation Project (SEIP), which removed South River Road on the crown of the levee and replaced its circulation functionality with Village Parkway. The SEIP improvements are primarily a new system of setback levees along the Sacramento River similar the RM 57.2 Project.

In 2017, HDR prepared the *Southport Setback Levee Recreation Trail Report*. The purpose of this report is to recommend a bicycle and pedestrian trail and support amenities for a 5.6-mile levee trail project that is compatible with the final design of the SEIP improvements, and consistent with the 2003 *Parks Master Plan* and the 2013 *Bicycle, Pedestrian, and Trails Master Plan* (2013 BPTMP). See section 5.2.1 for additional information regarding the 2013 BPTMP. Furthermore, this report confirms that the proposed recreation improvements are compliant with all state and federal regulations and guidelines regarding trails on levees. The recreation improvements considered for the Southport Setback Levee Recreation Trail are shown in Exhibit 13. Site 7 is labeled as a future Class I Bike Path consistent with the revised Central Park vision with trailhead at its southern end. Pursuant to the SSJDD Easement, the

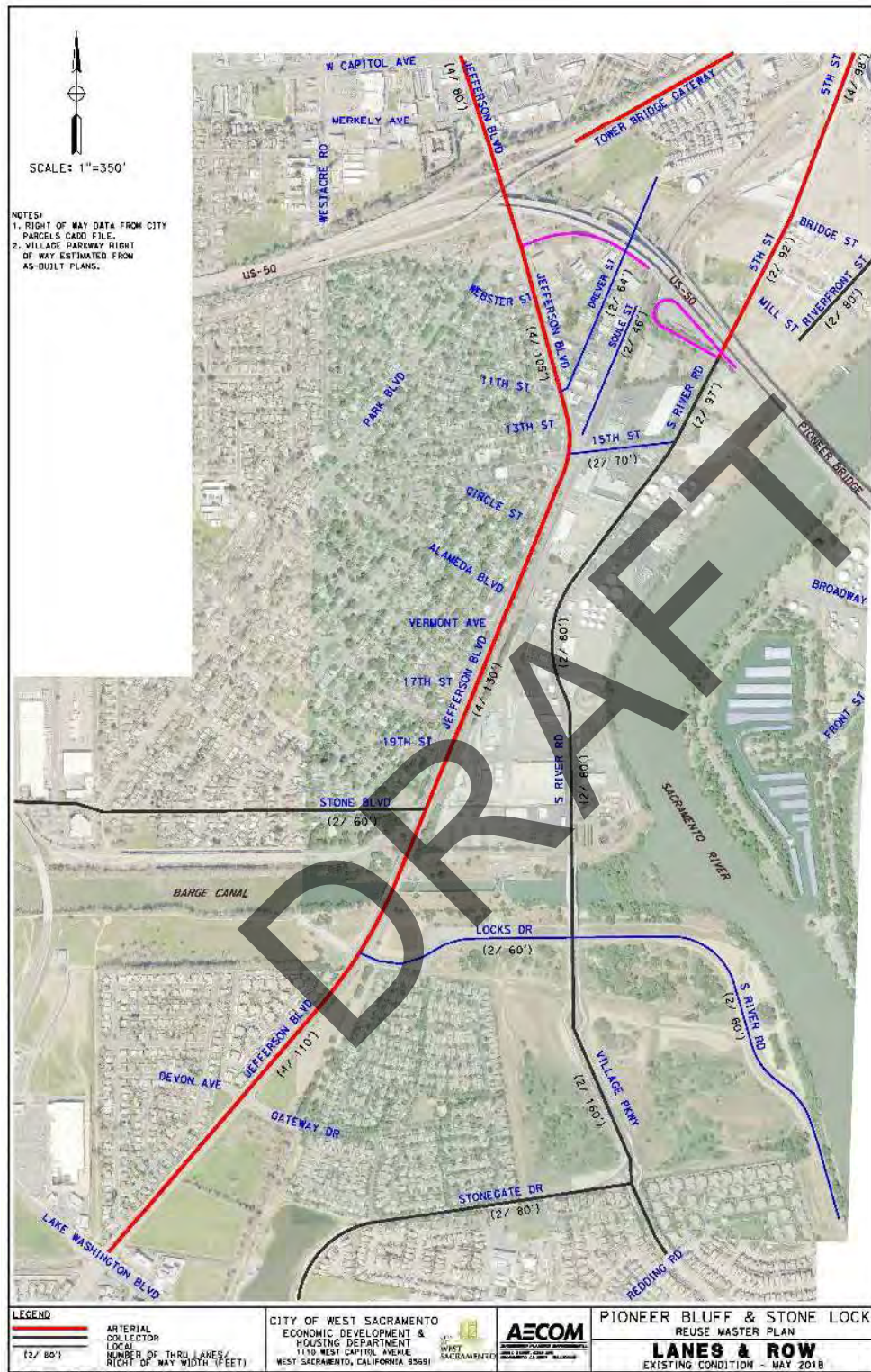
Chapter 5. Transportation Systems Conditions

5.1 Existing and Planned Transportation Facilities

Volume I describes the existing transportation facilities within the Pioneer Bluff District as obsolete, operationally constrained, and hypothesizes that the facilities are nearly fully depreciated with little opportunity to integrate with adjacent street grids. The Stone Lock District transportation facilities are, in contrast, newer, with the Mike McGowan Bridge opening in 2014 and Village Parkway opening in 2016. These two facilities were designed to connect north and south parts of the City. There are no trucks routes within the Districts. The Districts' existing roads and their current classification, number of lanes, and maximum rights-of-way widths per road segment are shown in Exhibit 14. The current classifications and number of lanes are sourced from the *General Plan's* Appendix D.

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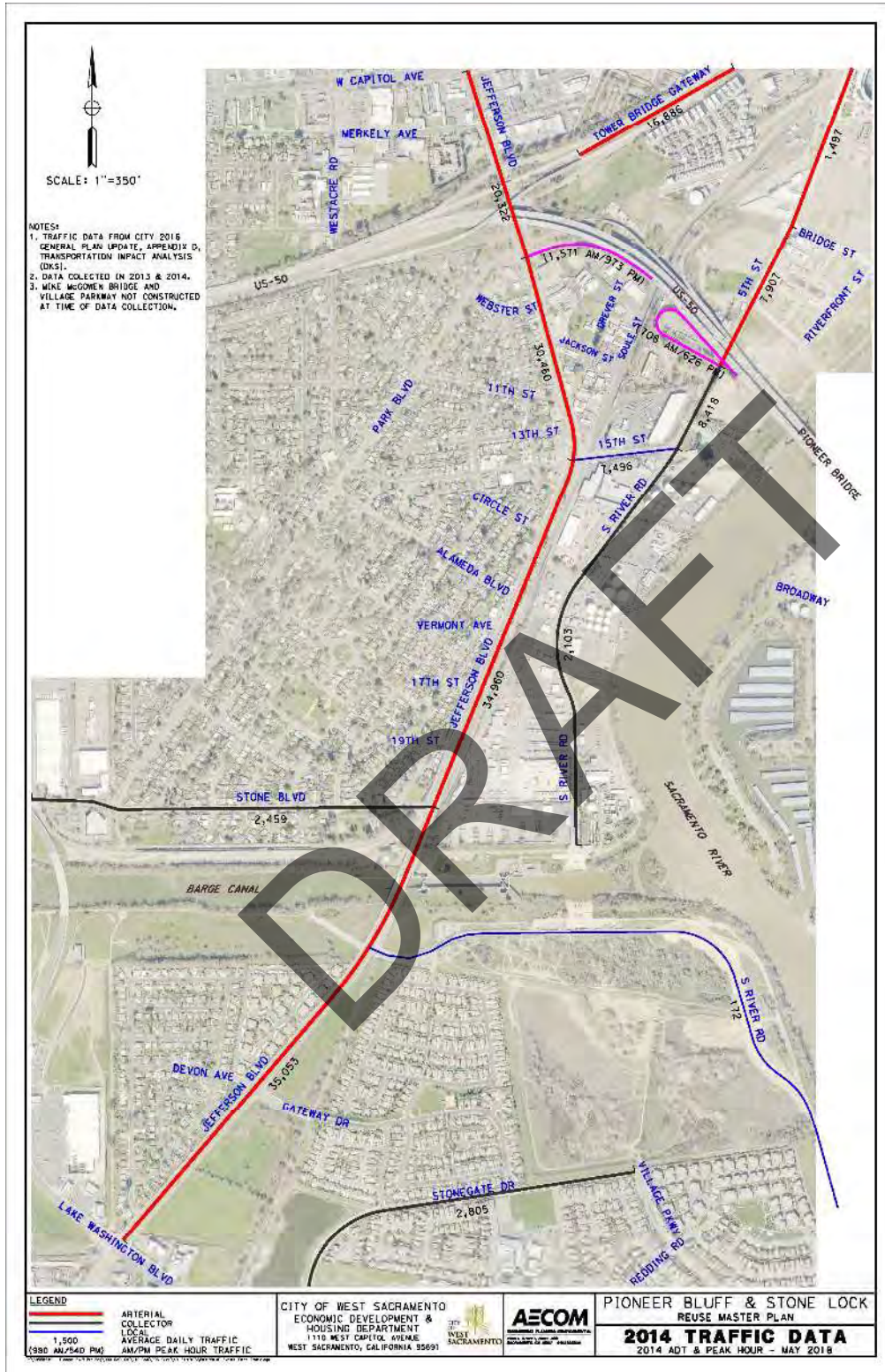
Exhibit 14: Existing Roadway Network with Lanes and Right-of-Way Widths



The degree of automobile use of these roads is reflected in traffic counts. The *General Plan's* Appendix D report includes the City's published traffic counts, with 24-hour counts to facilitate measurements using machine counters placed along the roadway. Many of the counts were collected in 2013 as part of the City's speed survey update; additional counts were collected in 2014. The weekday A.M. peak hour generally falls between the hours of 7 A.M. to 9 A.M. while the P.M. peak hour generally falls between the hours of 4 P.M. to 6 P.M. In addition to local counts, daily traffic volumes for the freeway mainlines and ramp junctions were collected from the State's Department of Transportation (Caltrans) data sources, including the 2013 Traffic Volumes Report and 2013 Caltrans Performance Measurement System (i.e. PeMS) data. The Districts' traffic counts are shown in Exhibit 15. These traffic counts were conducted prior to the opening of the McGowen Bridge and the extension of Village Parkway.

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Exhibit 15: Existing Traffic Data (circa 2014)



The existing bicycle, pedestrian and transit facilities located in the Districts are limited and shown on Exhibits 16 and 17. Included in these facilities are a Class I gravel path along the Barge Canal and Class II bike lanes on Jefferson Boulevard, Village Parkway, and 15th Street. Quality pedestrian pathways and sidewalks are shown on Exhibit 16. This exhibit captures the sidewalks on both sides of Village Parkway, the southbound sidewalks located on Jefferson Boulevard, the westbound sidewalk located on 15th Street, and the lack of sidewalks on South River Road and Locks Drive. In the current condition, Exhibit 16 shows Class I bicycle facilities as primary and Class II as secondary. Designated pathway or barrier separated pedestrian facilities are labeled as primary and separated sidewalks are labeled as secondary. AS shown on Exhibit 17, there are no bus routes that travel on the Districts' portion of Village Parkway or South River Road. Route 35, the Southport Local, operates Monday-Sunday hourly along the Districts' portion of Jefferson Boulevard between Locks Drive and Stone Boulevard. Route 39, Southport Commute, operates Monday-Friday peak hours only along the Districts' portion of Jefferson Boulevard. There are no bus stops within the Districts.

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Exhibit 16: Existing Bicycle and Pedestrian

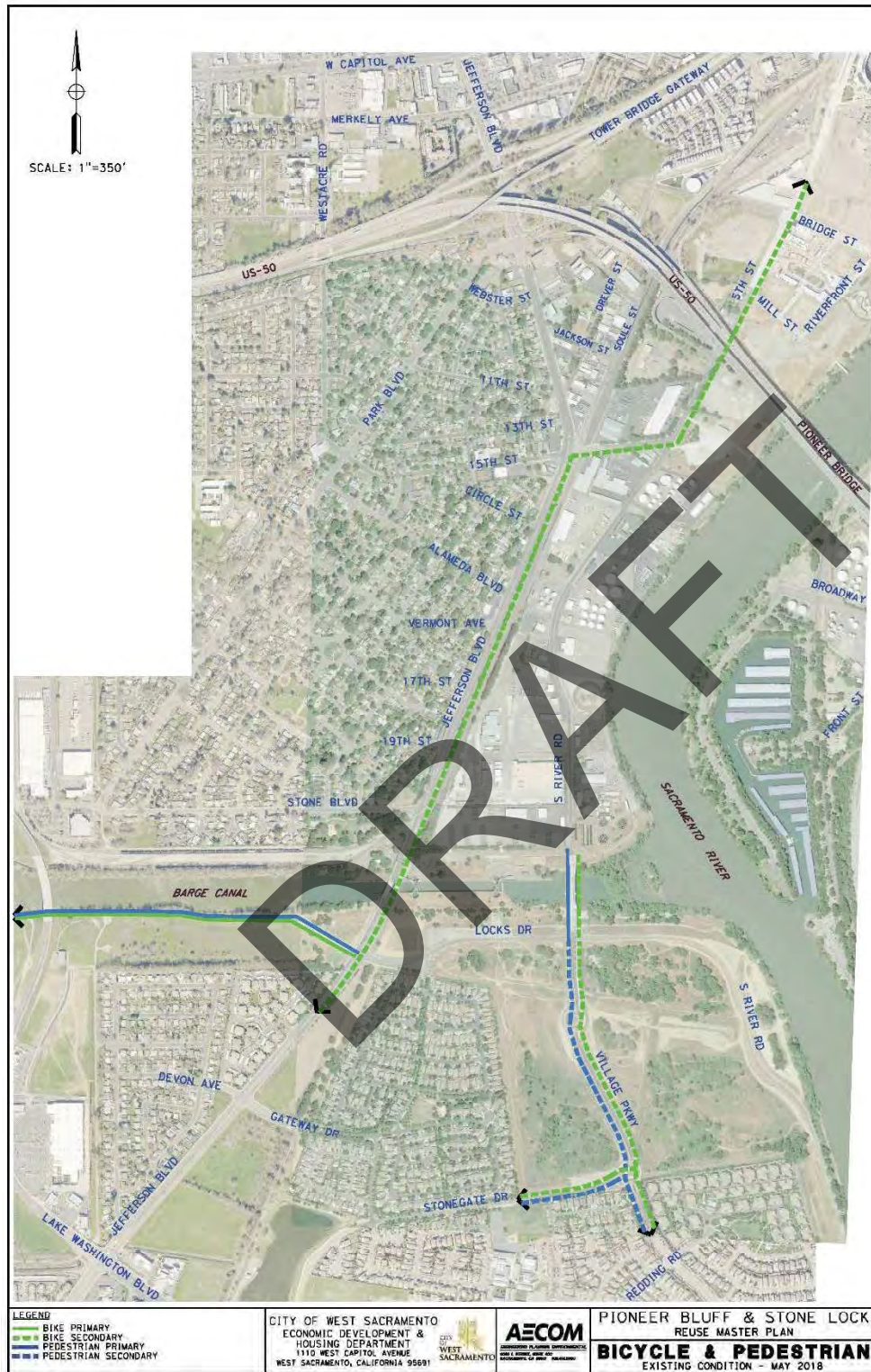
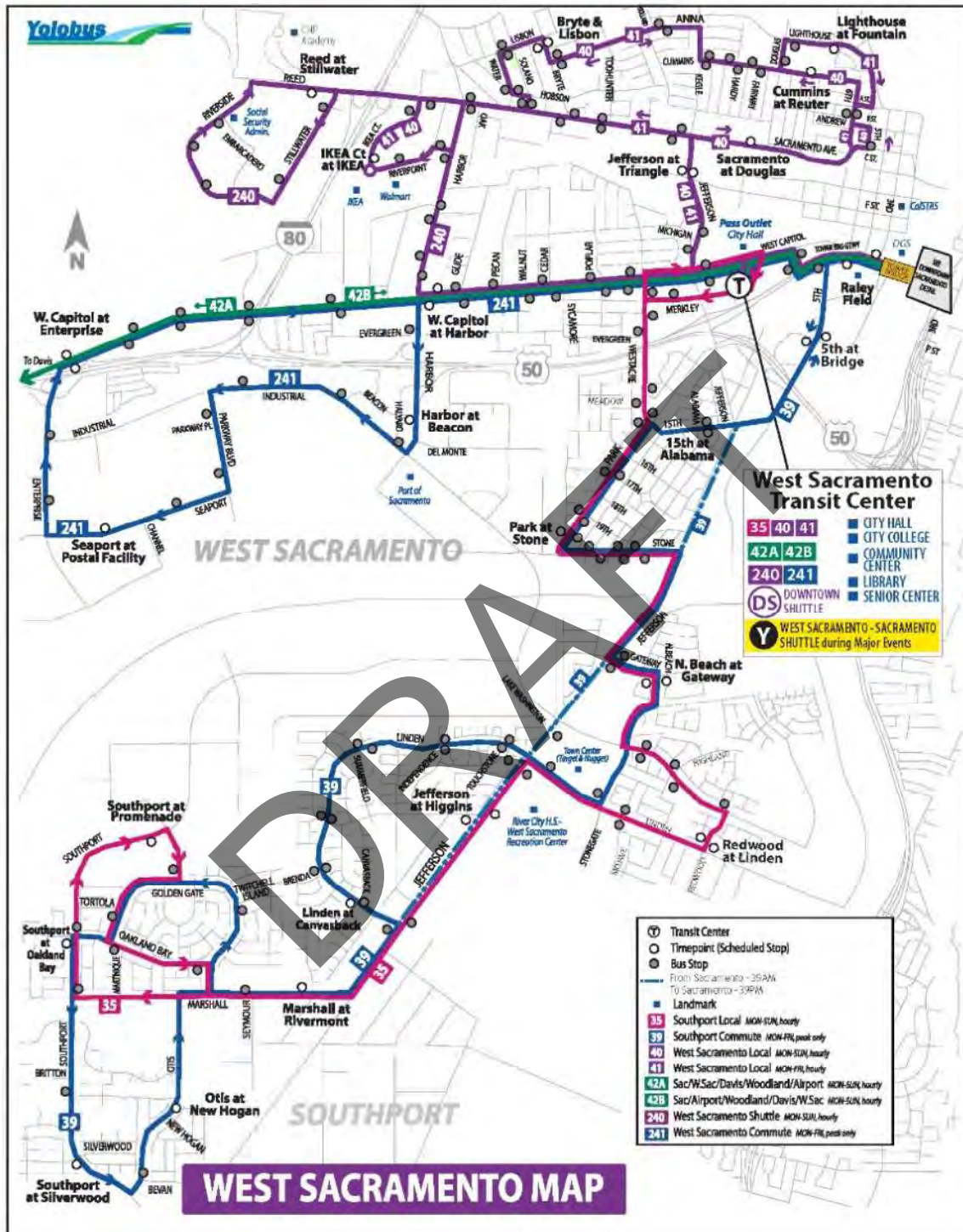


Exhibit 17: Yolobus West Sacramento Map



2016 General Plan

The *General Plan's* 2035 Circulation Diagram, provided as Exhibit 18, depicts the official classification of existing and proposed streets within West Sacramento for future conditions. All new roadways and roadway widenings are assumed to be constructed to a width adequate to serve the projected 2035 traffic volumes and support multi-modal travel.

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Exhibit 18: General Plan 2035 Circulation Diagram

2035 Circulation Diagram

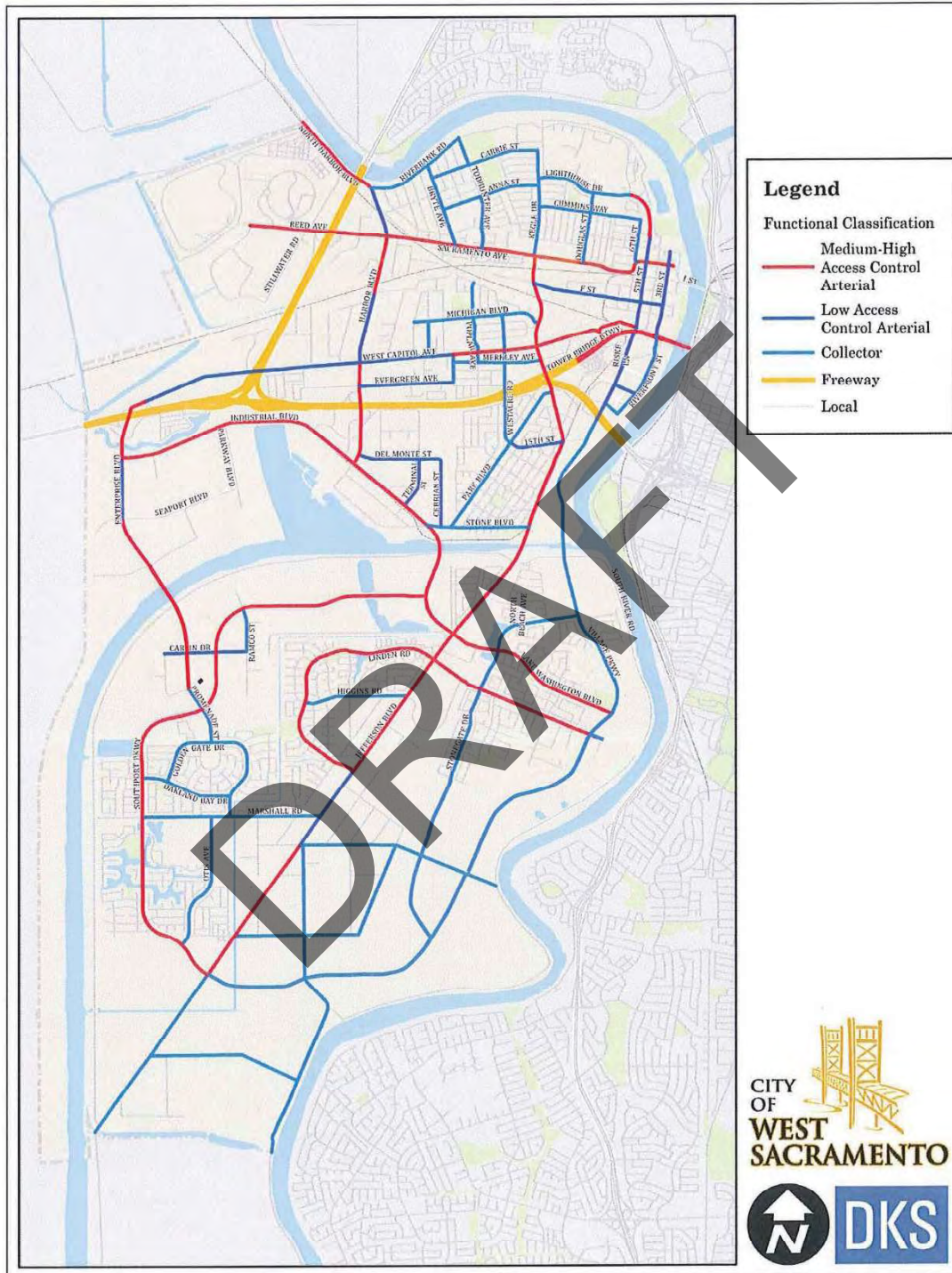
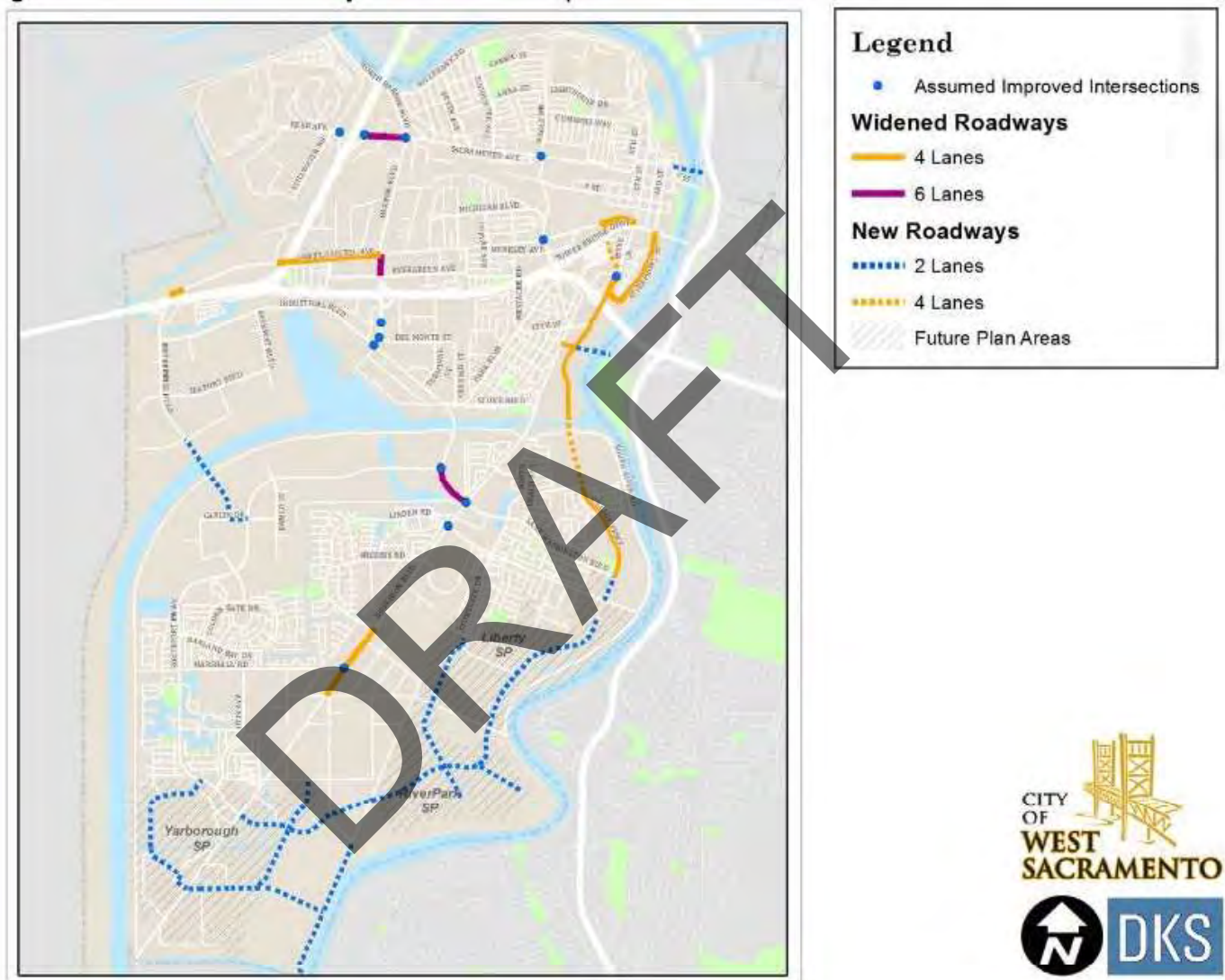


Exhibit 19 shows the assumed roadway and intersection improvements projected to accommodate the *General Plan’s* projected 2035 traffic volumes, including the Broadway Bridge, the Enterprise Bridge and widening of South River Road to 4-lanes.

Exhibit 19: General Plan 2035 Assumed Roadway and Intersections Improvements



Bridge District Specific Plan

The BDSP defines the location and functionality of Rail Street and that portion of Riverfront Street extending south of Highway 50 (“Riverfront Street Extension”) connecting at the intersection of 15th Street

and South River Road as shown on Exhibit 20. The BDSP's supplemental EIR includes the Riverfront Street Extension and describes the development capacity thresholds that trigger the construction of the extension. The City's DAs with the Bridge District property owners obligate the City to construct the Riverfront Street Extension prior to reaching those thresholds. The specific design and location Rail Street intersection with 15th Street as shown on Exhibit 20 is infeasible. The traffic volumes for Jefferson Boulevard and 15th Street at this intersection would not permit adding a fifth leg to the intersection nor could Rail Street tie into 15th Street at such close proximity to the intersection.

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Exhibit 20: BDSP Through Streets



Bridge District Specific Plan: Through Streets
 SERA Architects • URS • City of West Sacramento • Wood Rodgers

1998 Southport Framework Plan

The SPFP includes a circulation plan for the Stone Lock District, including lane configurations for each roadway segment and associated cross-sections. As shown on Exhibit 5, the circulation diagram illustrates the location of existing roads in Stone Lock including those on the crown of levee, the extension of Locks Drive from Lake Washington to Jefferson Boulevard, the reconfiguration of Locks Drive from Jefferson Boulevard to Village Parkway, and a new half circle loop road connecting two roundabouts on Village Parkway.

5.1.1 Other Planning Policy Considerations

Volume I includes specific recommendations for segments of the Pioneer Bluff District's transportation facilities. These recommended outcomes include South River Road functioning as a transit- and active transportation-supportive, neighborhood-friendly street, and that the roadway network include a new north-south connection within and additional east-west connections into Pioneer Bluff. Volume I recommended an 80-foot right-of-way width the length of South River Road north of the McGowan Bridge to 15th Street and the extension of Stone Boulevard at Jefferson Boulevard to South River Road. Volume I also recommends for future consideration the potential realignment of South River Road, 15th Street, and the Riverfront Street Extension beyond the configuration prescribed in the BDSP.

SACOG's *Metropolitan Transportation Plan and Sustainable Communities Strategy* (MTP/SCS) is a policy and strategy document that supports the implementation of SACOG's Regional Blueprint. The MTP/SCS identifies Transit Priority Areas (TPAs) within SACOG's six county boundary. The 2016 MTP/SCS includes the Master Plan area within West Sacramento's TPA boundary. This designation has implications for the design of the Districts' access and circulation improvements, as the project area must be served by high-quality transit (e.g. streetcar) within a half-mile walking distance of transit stations with frequent service headways.

In 2017, the City Council adopted the Voluntary I-5 Sub-regional Corridor Mitigation Program (I-5 Mitigation Program). Based on the MTP/SCS's TPA designations within West Sacramento, the Districts are not subject to the in-lieu mitigation fee, provided that future development within the area is served by streetcar with service levels consistent with SACOG requirements. Streetcar must cross the DWSC for development within the Stone Lock District to be exempt from the fee program. The I-5 Mitigation

Program list of eligible projects includes the City's streetcar project(s) and Sacramento River crossings (i.e. bridges).

The 2011 *River Crossings Alternatives Study* identified the Broadway Bridge (and I Street Bridge Replacement Project to the north) as a priority bridge. In 2015, the City Council approved the *Broadway Bridge Feasibility Study* (BBFS). The BBFS included four conceptual alignments for the bridge that translate into the most northern and southern feasible crossing alternatives, as well as cross-sections and possible touchdowns at either Jefferson Boulevard or South River Road. In 2016, staff commenced the next phase of work on the Broadway Bridge, which is expected to be completed in 2020. The Council's selection of a preferred alignment is an identified milestone in the schedule.

5.2 Transportation Systems Development Standards

The Districts' transportation system must reflect the City's commitment to developing a connected, efficient, and multi-modal system. The Districts' access and circulation improvements must support increased densities and a mix of uses, help walking become more practical for short trips, support bicycling for both short- and long-distance trips, improve transit to serve highly-frequented destinations, conserve energy resources, reduce greenhouse gas emissions and air pollution, and do so while continuing to accommodate auto mobility. The approach to complete streets is particularly challenging in urban infill districts as it requires balancing connectivity and the provision of pedestrian ways, bicycle routes, transit, and road facilities with the high cost of urban land and other urban development considerations.

5.2.1 Bike, Pedestrian, and Trail Master Plan Standard

The BPTMP is an adopted advisory document that guides the development of a safe, comprehensive, and integrated bicycle and pedestrian system throughout the City. The policies continued in the City's *General Plan* Mobility Element create the basis for the BPTMP's concepts and projects are developed in greater detail.

"The City shall maintain and implement a Bike and Pedestrian Plan that requires new development to be consistent with the applicable portions of the Plan as well as the goals and policies of the General Plan." – page 2-61 *General Plan's* Mobility Element Policy 5.1

The City's current 2013 BPTMP is in the process of being updated.

The 2013 BPTMP identifies barriers that prevent connectivity into and within the Districts and recommends projects to enhance non-motorized circulation. The document also defines the characteristics of low-stress bicycle facilities (Class I and II), trails, and pedestrian-oriented sidewalks. It identifies the short line railway along Jefferson Boulevard as a barrier to connectivity and Jefferson Boulevard and South River Road as two of the top three most difficult routes to bike in the City. Recommended in its planned low-stress facility projects are Class II bike lanes on South River Road within the Pioneer Bluff District, a Class I path along the DWSC, and a Class I path along the Sacramento River levee in the Districts. Exhibit 21 shows the 2013 BPTMP's proposed bicycle improvements.

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Exhibit 21: BPTMP Proposed Low-Street Improvements

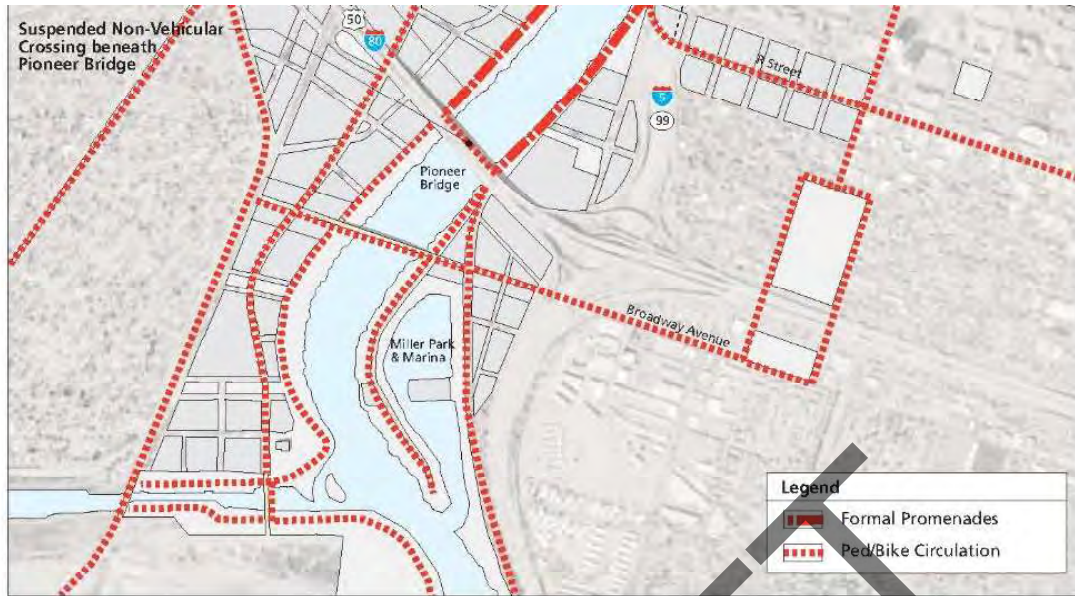


5.2.2 Sacramento Riverfront Master Plan Standard

Section 2.4.2 describes the urban design development standard for the SRMP. In the Pioneer Bluff District, the SRMP recommends that the district be redeveloped with new streets leading to and along the riverfront, emphasizing pedestrian and bicycle circulation with enhanced bikeways along Jefferson Boulevard, South River Road, and the Sacramento River levees. Exhibit 22 shows the SRMP's recommended bicycle and pedestrian circulation improvements. The SRMP also recommends that the open space network include park blocks similar in size and function to those described in the 1993 *Triangle Specific Plan*. (When the *Triangle Specific Plan* was modernized and transformed into the BDSP, the park blocks were replaced with a universal street concept, a more contemporary multi-modal urban design application). The SRMP recommends a Sacramento River bridge to connect the Pioneer Bluff District to the Broadway corridor and a second non-vehicular bridge across the Sacramento River to connect West Sacramento's Central Park to Miller Park. The SRMP also recommends the extension of light rail to Southport. Exhibit 23 shows the SRMP's recommended long-term projects. Both Exhibits 22 and 23 contain a conceptual gridded roadway network for the Pioneer Bluff District.

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Exhibit 22: SRMP Bicycle and Pedestrian System

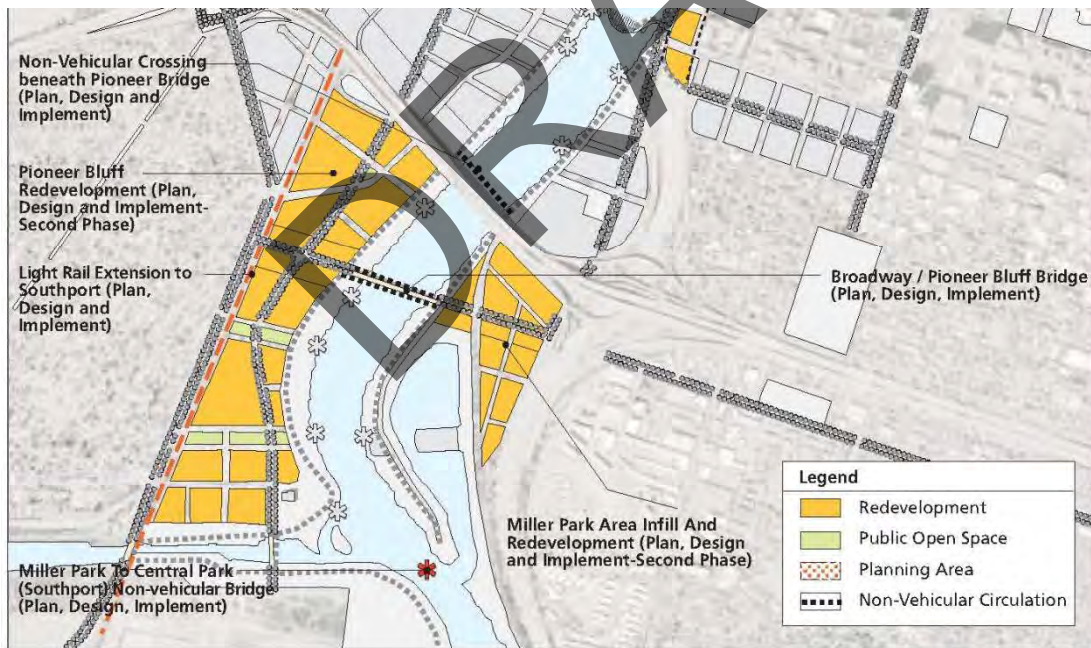


Sacramento Riverfront Master Plan

PEDESTRIAN/BICYCLE SYSTEM



Exhibit 23: SRMP Long-term Projects



Sacramento Riverfront Master Plan

LONG-TERM PROJECTS: 16 + YEARS



5.2.3 Connectivity Standards

Streets, trails, and bridges are specific uses of land that provide public access, mobility, and connectivity to real estate development. They can be designed to enhance or limit connectivity throughout the City. They can also be used to overcome barriers to accessibility throughout the City and to link new parts of the City and region together. The City's connectivity standards are as follows:

"The City shall strive to develop a comprehensive, safe, and fully integrated multimodal transportation system that connects residents, visitors, and employees to the City and region through all available modes including connected vehicles, car/bikeshare, and autonomous modes." – page 2-52 *General Plan's* Mobility Element Policy 1.1

"The City shall strive to remove and minimize the effects of natural and manmade barriers, such as the Capital City Freeway, railways, Sacramento River, and the Deep Water Ship Channel, on accessibility between and within existing neighborhoods and districts." – page 2-52 *General Plan* Mobility Element Policy 1.8

"The City shall develop, adopt and implement a safe and convenient network of identified bicycle routes connecting residential areas with recreation, parks, scenic areas, the riverfront, schools, the Central Business District, public facilities, shopping, and employment areas within the city." – page 2-61 *General Plan's* Mobility Element Policy 5.3

"The City shall develop a cohesive pedestrian network of public sidewalks and street crossings that makes walking a convenient and safe way to travel." – page 2-101 *General Plan's* Mobility Element Policy 6.1

"The City shall promote the enhancement of river-crossings and bridges to create strong, positive, and memorable gateways into West Sacramento and to reinforce the significance of historical bridges." – page 2-37 *General Plan's* Urban Design Element Policy 2.5

“The City shall strive to ensure that pedestrian and bicycle pathways that cross the Sacramento River connect to the city's recreational corridors.” – page 2-62 *General Plan's Parks and Recreation Element Policy 2.3*

“The City shall strive to provide park facilities within convenient walking-distance of all residents.” – page 2-96 *General Plan's Parks and Recreation Element Policy 1.5*

For infill urban development areas, the City's preferred connectivity pattern is a grid.

“The City shall require that streets be dedicated, widened, extended, and constructed to provide for a well-connected, walkable community (preferably a grid or modified grid), according to City street design standards and complete streets concepts.” – page 2-54 *General Plan's Mobility Element Policy 2.9*

“The City shall preserve and continue to promote grid-based roadway systems, where appropriate, that distribute traffic evenly and avoids excessive traffic in any given area.” – page 2-56 *General Plan's Mobility Element Policy 3.8*

“The City shall protect well-defined existing street patterns and require new development and redevelopment projects to create walkable, pedestrian-scaled blocks, publicly accessible mid-block and alley pedestrian routes where appropriate, and appropriately scaled sidewalks.” – page 2-35 *General Plan's Urban Design Element Policy 1.9*

Connectivity into and throughout the Pioneer Bluff District is constrained by a short line railway along Jefferson Boulevard. Volume I states that this barrier limits the District's opportunities to integrate with adjacent Bridge District and Old West Sacramento street grids. The City's standard for eliminating this barrier to connectivity is as follows:

“The City shall work with railroad companies, rail-dependent industries, and property owners in developing an overall strategy for rail lines in West Sacramento, including plans for the development of alternative rail access, a schedule for abandonment of certain rail lines, plans

for the ultimate use of abandoned railroad rights-of-way, and possible City acquisition of abandoned railroad rights-of-way.” – page 2-66 *General Plan’s* Mobility Element Policy 9.6

5.2.4 Multi-Modal Corridor Standards

The City has developed multi-modal corridor standards that are designed to inform the planned development patterns. The City’s multi-modal standards are as follows:

“The City shall establish multi-modal corridors and hubs within and between urban centers and along major corridors.” – page 2-52 *General Plan’s* Mobility Element Policy 1.2

“As part of the site design during design review for new developments, the City shall incorporate multi-modal access to civic and commercial centers, employment centers, transit stops/stations, schools, parks, recreation areas, and tourist attractions.” – page 2-52 *General Plan’s* Mobility Element Policy 1.7

“The City shall cooperate with Sacramento Regional Transit District (RT), YoloBus, Yolo TMA, and the City of Sacramento to support and actively pursue extension of light rail/street cars into West Sacramento... Considerations for future extensions should be given to areas where development patterns will support streetcar ridership, such as Pioneer Bluff.” – page 2-60 *General Plan’s* Mobility Element Policy 4.9

5.2.5 Complete Street Standards

Complete streets are facilities designed and operated to meet the needs of pedestrians, bicyclists, motorists, and public transportation users. There is no singular design for complete streets. Each complete street will have unique elements and features specific to its context and use and, when combined, should enable all users to move safely along and across the complete street. As an expression of the intent of its complete streets, the City standard is as follows:

“The City shall preserve and continue to develop a comprehensive, integrated, and connected network of streets that balance walking and bicycling with public transit, automobiles, and trucks.” – page 2-53 *General Plan’s* Mobility Element Policy 2.2

To ensure flexibility, and in acknowledgment of the contextual nature of a street's design and use, the City standard for modifying the complete street standard is as follows:

"The City, to the extent feasible, shall require that all new street construction and reconstruction be designed to achieve complete streets. Exceptions to complete streets design shall require approval of the Planning Commission." – page 2-54 *General Plan's* Mobility Element Policy 2.7

5.2.6 Pedestrian-oriented Streetscape Standards

The walkability of the Districts will be determined by the continuity of pedestrian facilities and the enjoyability or the experience. The City standards for pedestrian activation of its streets are complementary to the land development standards described in Sections 2.4.

"The City shall ensure that new streets in areas of high pedestrian activity support safe and attractive travel by providing features and amenities such as separated sidewalks, bicycle lanes and separated paths, pedestrian signals, street trees, seats, and pedestrian-scale lighting." – page 2-63 *General Plan's* Mobility Element Policy 6.3

"The City shall ensure that new buildings are designed to engage the street and encourage walking through design features such as placing the building with entrances facing the street and providing connections to sidewalks." – page 2-63 *General Plan's* Mobility Element Policy 6.4

"When large industrial blocks are redeveloped with more urban uses, the City shall ensure that connectivity is provided through direct and safe pedestrian connections." – page 2-63 *General Plan's* Mobility Element Policy 6.6

5.2.7 Level of Service Standards

The City regulates the performance of roadways primarily through roadway and intersection level of service standards. These standards are defined as follows:

"The City shall endeavor to maintain a Level of Service "C" on all streets within the City, except at intersections and on roadway segments within one quarter mile of a freeway interchange or bridge crossing of the Deep Water Ship Channel, barge canal, or Sacramento River, where a Level of Service "D" shall be deemed acceptable, and within pedestrian oriented, high density, mixed use areas, such as the Bridge District Specific Plan area, the Washington Specific Plan area, and West Capitol Avenue from Harbor Boulevard east, where a Level of Service "E" shall be deemed acceptable..." – page 2-55 *General Plan's* Mobility Element Policy 3.2

"The City shall, on a case-by-case basis, allow for lower automobile level of service (LOS) if other transportation goals (i.e., creation of complete streets) will be met; other modes (i.e., walking, bicycling, and public transit) are negatively impacted by improvements to maintain auto LOS; and land use context and character warrants deviations. Exceptions to the level of service standards shall require the approval of the City Council." – page 2-55 *General Plan's* Mobility Element Policy 3.3

"The City shall develop, maintain, and implement multi-modal LOS roadway standards to measure trade-offs among modes and/or create a more balanced transportation system. The City shall endeavor to achieve levels of service for bikeways, pedestrian ways, and public transit that are at least as efficient as the automobile LOS." – page 2-55 *General Plan's* Mobility Element Policy 3.3

Roundabouts, also known as traffic circles, can make intersections safer and more efficient for all users. The City standard regarding the use and of roundabouts is as follows:

"The City shall consider roundabouts as an intersection traffic control option with demonstrated air quality and safety benefits, where deemed feasible and appropriate." – page 2-55 *General Plan's* Mobility Element Policy 3.7

The Stone Lock District is served by two roundabouts on Village Parkway. In 2018, AECOM conducted a qualitative assessment of these existing roundabouts. This assessment concluded that the current street section between and within the roundabouts is very wide and free from visual or physical obstructions, and that this openness has likely led to higher than desirable vehicle speeds particularly at the roundabout entries and exits. Evidence of these high speeds was observed during this assessment.

AECOM concluded that these observed high speeds may lead to increased collision frequency and severity, which negates the expected improved safety benefits of roundabouts. AECOM's assessment is provided as Appendix M. AECOM's recommendations to address these operational issues are discussed further in Section 4.8.6 of Volume III. AECOM also included recommendations to improve the streetscape's connection to the District's development objectives. This is reflected in the cross-section recommendations discussed in Section 4.8.3 in Volume III.

5.2.8 Parking Standards

Parking management is essential to achieving the land development standards described in Section 2.4. Reduced parking requirements combined with managed and properly priced on-street and off-street parking can promote walkable communities and encourage non-automobile forms of transportation. With the expectation of on-street parking, parking is typically addressed during building development process. The City's parking standards for urban mixed-use areas are as follows:

"The City shall ensure that the primary purpose of streets be the mobility of people and goods and that on-street parking be a secondary and subordinate use only, unless such on-street parking has been established by the City as an integral design component. If travel demands dictate, on-street parking may be eliminated, either permanently or temporarily, to improve mobility for all modes of travel." – page 2-64 *General Plan's* Mobility Element Policy 7.2

"The City shall require provision of adequate off-street parking in conjunction with all new developments..." – page 2-64 *General Plan's* Mobility Element Policy 7.4

"The City shall eliminate or reduce minimum parking standards for private vehicles in transit-oriented developments, mixed-use developments and developments in high density areas over time, while increasing parking for shared vehicles, alternative energy vehicles, bicycles, and other alternative modes of transportation." – page 2-64 *General Plan's* Mobility Element Policy 7.5

“The City shall encourage the use of shared parking programs as conditions of approval in mixed-use and transit-oriented neighborhoods and districts as a part of the overall parking management strategy. – page 2-64 *General Plan’s* Mobility Element Policy 7.11

“The City shall consider using unbundled parking (i.e., require parking to be paid for separately and not included in the base rent) as conditions of approval for residential and/or commercial space as a part of the overall parking management strategy.” – page 2-64 *General Plan’s* Mobility Element Policy 7.12

5.3 Transportation Standards for Urban Development

5.3.1 Bridge District Specific Plan Standards

In addition to the new parks urban standards, the BDSP also developed transportation system standards. If applied to the Districts, they would further refine or specify the following City’s standards: multi-modal, complete streets, level of service, and parking. These BDSP standards are summarized in the following subsections.

Streetcar Operations Standards

Streetcar transit facilities in the Bridge District are specifically defined as multi-modal standard. Streetcar operation standards are summarized as follows:

“...to have service available within 3 blocks (approximately one quarter-mile) of any location (meeting operational ridership requirements), with a frequency of no less than every 15 minutes during peak hours on weekends. The service should provide connections to the regional transportation network as well as to important local destinations. Peak hour and workday service should be augmented by baseline service during evenings and on weekends, with a frequency of no less than once per hour, and by event-related service to handle crowds visiting Raley Field and other major attractions.” – page 26 BDSP Volume III

Street Hierarchy Standards

Complete streets within and across the Bridge District are regulated via a hierarchical street grid. This street grid has been functionally organized pursuant to the following standard:

“Primary streets provide important pedestrian connections to the Riverfront, the Civic Center, as well as access to the other planned open spaces in the District... Secondary streets are more automobile-oriented and support the movement of traffic through the District. The Tertiary streets are local, destination-oriented streets supporting a wide variety of day-to-day travel, in multiple modes.” – page 5 BDSP Volume II

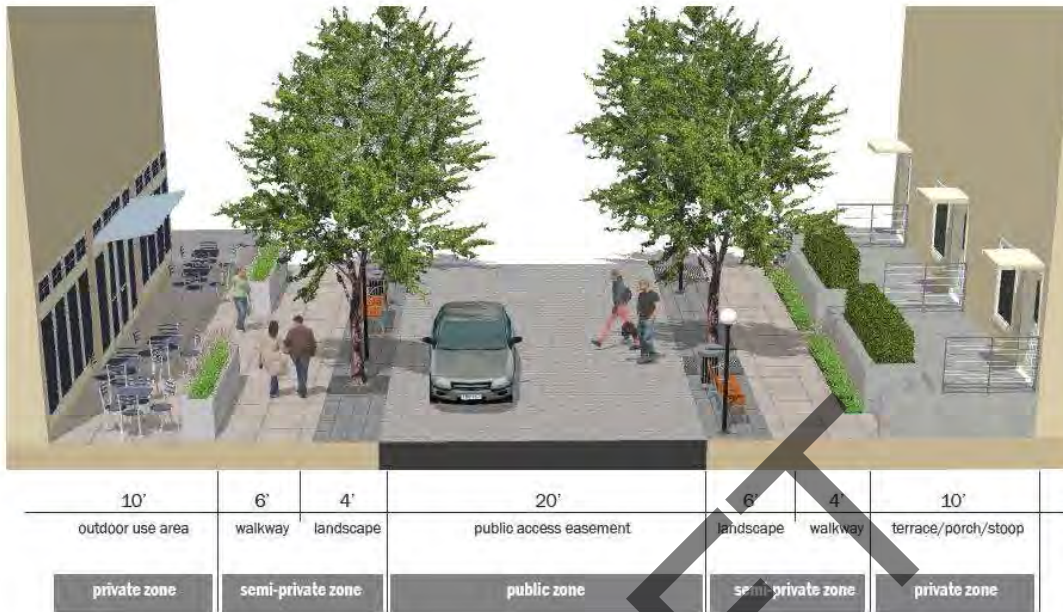
Building frontage types and building orientation are governed by the street hierarchy:

“Buildings must have their primary frontage oriented to the highest-order street facing the lot... “building frontage” is defined as a building’s front, street-facing, ground level façade, which must include the primary building entrance...” – page 6 BDSP Volume II

Access Street Standard

Access streets accommodate pedestrians and bicycles, as well as limited vehicular access within the same street space. There are two types of access streets, stubbed access streets that connect to other public rights-of-way on only one end of the street and connecting access streets that connect on both ends of the street to other public rights-of-way, thereby providing circulation into and through blocks. The Bridge District’s universal streets serve as pedestrian and bicycle linkages to the River Walk Promenade while also allowing emergency vehicular access. Riverfront universal streets are typically 60-foot quasi-public streets with private components, with a 20-foot public easement along the centerline. See Exhibit 24 for a typically cross-section of a riverfront universal street.

Exhibit 24: Riverfront Universal Street Cross-Section



Trip Generation Standards

The Bridge District street grid level of service analysis utilized the baseline trip generation standards (2003 Institute of Transportation Engineers standards), summarized in Table 3. The BDSP’s 2008 *Modeling and Roadway Network Evaluation: Revised Level of Service Analysis Results Report* discounted these baseline assumptions with the adjustments designed reflect the deep mode-split shifts commensurate the BDSP multi-modal, pedestrian orientated streetscape and parking standards. These discounts include: 25% discount for all non-automobile modes, 15% discount for all development located within quarter-mile radius of the proposed streetcar line along Tower Bridge Gateway and Riverfront Street, and 25% discount for retail-pass by trips.

Table 3: Baseline Bridge District Trip Generation Assumptions

Land Use (Unit)	ITE Code	A.M. Peak Hour			P.M. Peak Hour		
		Rate	In %	Out %	Rate	In %	Out %
Residential							
High-Rise Apartments & Condominiums (DU)	222	0.30	25%	75%	0.35	61%	39%
Office							
General Office (KSF)	710	1.55	88%	12%	1.49	17%	83%
Retail							
Shopping Center (KSF)	820	1.03	61%	39%	3.75	48%	52%

Parking Management Standards

The BDSP includes1

specific parking management standards: shared-parking minimums and public investment requirements, and surface parking standards are defined as follows:

The BDSP shared-parking standards are defined as follows:

“Rather than requiring each new development project to provide parking facilities on its site, the shared parking concept will provide a single parking structure that can be used by multiple properties and users. A minimum requirement for private development of one stall per thousand square feet of office space, and comparable rates for restaurant and retail uses, will be used for this first increment of parking. Only shared parking structures will be eligible for public investment.” – page 24 BDSP Volume III

These BDSP surface parking standards are defined as follows:

“...if the parking supply is provided as surface parking, it will require a conditional use permit, and the use permit would be subject to frequent review (on two to five-year intervals) with no guarantee of renewal.” – page 24 BDSP Volume III

5.3.2 2015 Washington Realized: A Sustainable Community Strategy Standard

Washington Realized: A Sustainable Community Strategy (Washington Realized) is a cohesive plan for development that links land use, transportation, quality affordable housing, and other needs of current and future residents in the Washington Neighborhood. The document contains a transit-orientated development strategy that includes a transportation system standard, which, if applied to the Districts, would further refine or specify the following City’s complete streets standard.

Layered Network Standard

Washington Realized’s layered street network standard can be used for developing the Districts’ cross-sections and ranking the trade-offs of various functions within a right-of-way. While conventional roadway planning focuses on mobility for cars, the layered network standard emphasizes mobility and access for all users. It overlays all the priority pedestrian, transit, bicycle and automobile corridors in a network, which are then grouped as primary and secondary facilities. See Table 4 for Layered Network Facilities.

Table 4: Layered Network Facilities

Facility	Primary	Secondary
Automobile	Arterial Roadways	Collector Roadways
Bicycle	Separated and/or Bidirectional (i.e. Class I or Class IV)	Bike lanes; buffered or otherwise (Class II)
Pedestrian	Separated and/or Bidirectional (i.e. Class I)	Greenspace-separated and Shaded
Transit	Streetcar and/or fixed rail	Bus route

The layered network standard maximizes the number of mode choices on each route while acknowledging that in urban areas it is not always practical or feasible to provide optimum service across all mode types on every street. Additionally, it acknowledges that many of the modal uses synonymous with urban mixed-use can negatively affect another mode in the following ways: wider roadways and increased automobile speeds reduce pedestrian safety, streetcar rail tracks can pose challenges for bicyclists, and pedestrian-priority treatments can reduce capacity for vehicles including trucks and buses.

Application of the layered network standard ensures that all modes are addressed in the larger system of roadways and acknowledges that trying to serve competing modes on individual streets sometimes fails to result in first-rate facilities for either. The standard prioritizes modes on certain streets, providing continuity for the chosen mode while accommodating other modes or encouraging use on parallel streets. Providing selected treatments for a prioritized mode on selected streets can improve efficiency for that particular mode while ensuring increased safety for all modes. This modification to the complete street standards permits certain streets to underserve certain users as long as the network is complete.

5.4 Revised Mobility Network Vision

Many of the source documents, transportation systems standards, and transportation standards for urban development provide conflicting, disjointed, or missing guidance for the Districts' access and circulation plans (Mobility Network). In 2015, the City Council provided direction regarding one of the key Planning Principles: South River Road should function as a transit and alternative transportation-supportive, neighborhood friendly street. To achieve this objective, the City Council directed staff to use similar approaches that were implemented in the Bridge District and the Washington Neighborhood during the development of their networks, which result in a street grid that is engineered for transit-oriented development. In 2016, at a Transportation, Mobility and Infrastructure Commission (TMI) meeting, the TMI Commission approved three specific recommendations in support of the Council's direction which are summarized in the subsections below:

Recommendation 1

Recommendation 1 approved six transit-oriented development policy requirements for the Districts' Mobility Network. The network must: foster compact urban development, promote walkable development through mixed-use pedestrian-oriented design, provide new transit options including streetcar and added bus service, include enhanced and connected pedestrian facilities, include a connected network of bikeways and trails for community and recreational purposes, and include public access to the Sacramento River, DWSC, and the Stone Lock Facility. Many of these policy metrics complement the parks development and transportation system development standards described in Sections 4.3 and 5.3 respectively.

Recommendation 2

Recommendation 2 incorporated the State's regulatory context that governs or will govern transportation planning in metropolitan planning areas into the development of the Mobility Network. SB 375 (2008) and SB 743 (2013) shifted the historic practices of developing a circulation system based on mitigating driver delay (level of service) to new developing practices based on reducing greenhouse gas (GHG) emissions and vehicle miles traveled (VMT). SB 375 requires regional integration of land use and transportation planning to manage vehicle GHG emissions based on targets established by the State Air Resources Board (ARB). Pursuant to this legislation, ARB has defined 2020 and 2035 GHG emission targets for each region covered by a metropolitan planning organization. SB 743 defined new California Environmental Quality Act (CEQA) metrics and procedures to analyze transportation impacts in order to "promote the reduction of GHG emissions, the development of multi-modal transportation networks, and a diversity of land uses". VMT, rather than roadway level of service, is being recognized by the State as the primary metric in evaluating transportation impacts under CEQA. Although SB 743 isn't expected to be fully applicable by 2019, recommendation 2 requires that the street grid be developed as if the bill was in full force and effect.

Recommendation 3

Recommendation 3 approved a strategy for incorporating recommendations 1 and 3 into the engineering process for the preliminary design of the network. The recommendation requires the cataloging of all existing urban standards in the Bridge District and the Washington Neighborhood. It also requires the development of any missing standards needed for the Master Plan area (e.g., minimum block size, etc.). These additional standards are discussed further in Section 4.8 of Volume III.

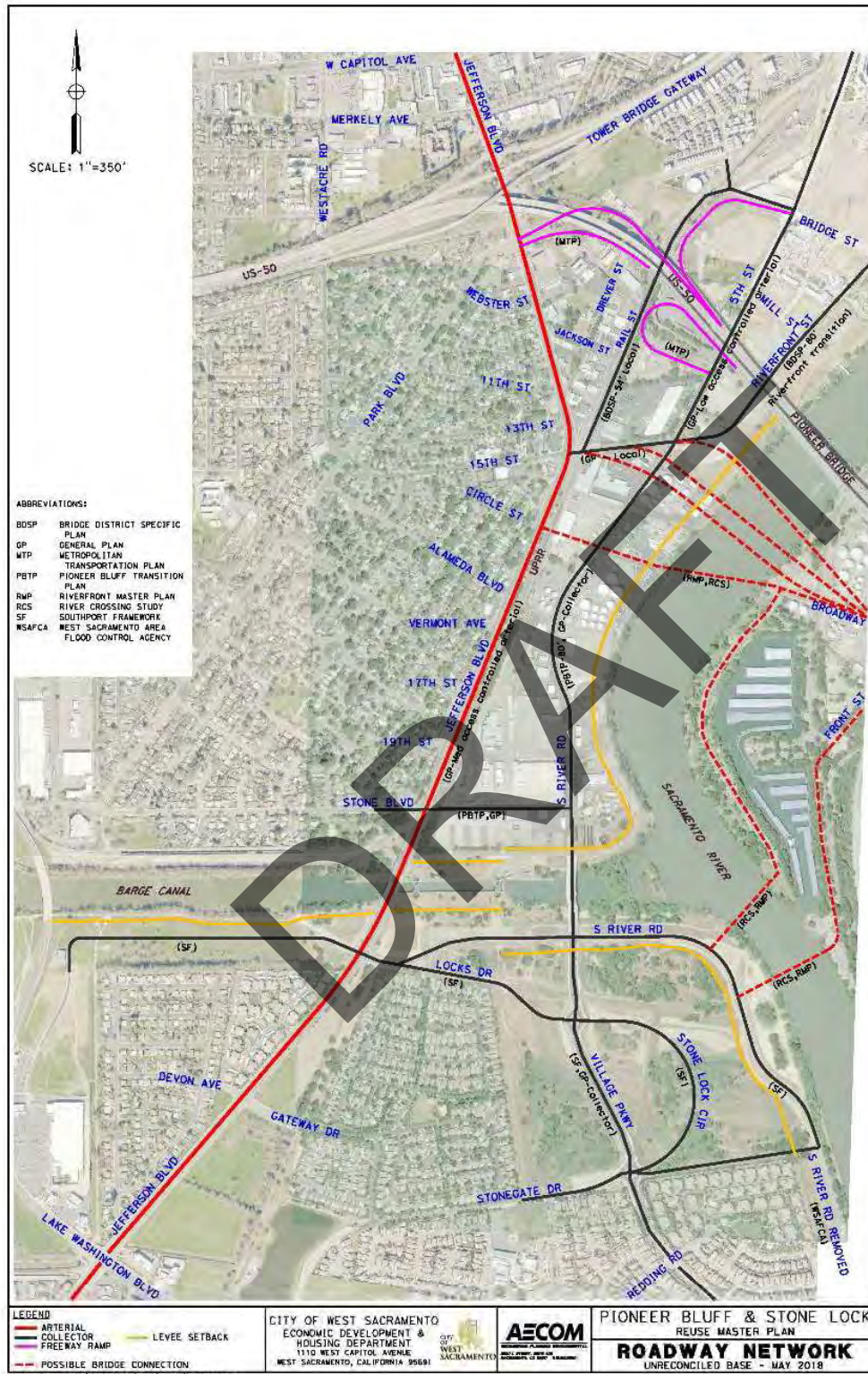
5.4.1 Unreconciled Base Map

To comprehensively manage and identify all the input considerations, a base map was prepared. Exhibit 25 is the Districts' unreconciled base map. It is a visual inventory of the cataloged existing governing and advisory planning documents and planning policies transportation system inputs. The Districts development objectives are not clearly expressed with this patchwork network. Moreover, the unreconciled base map does not contain enough detail in the design to estimate net buildable land, to preliminary design surface and underground improvements, and to prepare segment-based cost estimates that are necessary to further refine the transition costs.

Preparing Exhibit 25 was the first step in developing a revised Mobility Network vision. Using this consolidated but unreconciled base map, four alternatives were developed to test approaches to reconcile the Council's and Commission's recommendations and direction, the source materials, and the catalogued standards. The near-term goal of this exercise was to develop a revised street network vision for the Districts that would be used to conduct the Broadway Bridge's cumulative traffic impacts analysis and opening day traffic analysis. The ultimate goal is to select a preferred conceptual multi-modal circulation vision for the District that blends planned and Master Plan-recommended mobility improvements. This Mobility Network will serve as master input for developing new District and Parcel roadway and municipal utility cost estimates and as the basis for the Districts' recommended future capital projects.

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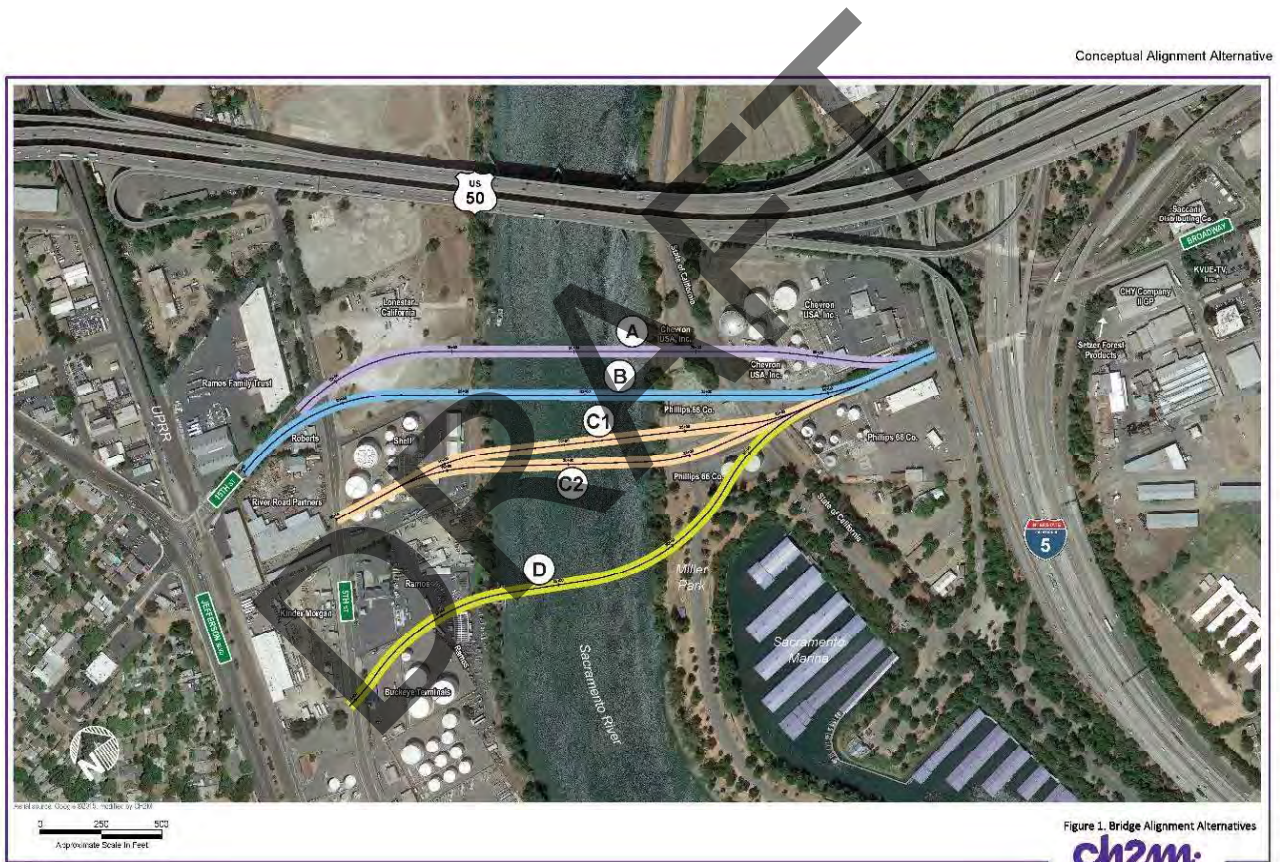
Exhibit 25: Unreconciled Base Map



5.4.3 Broadway Bridge Integration

Two of the irreconciled inputs identified in the base map are the landing and cross-section of the Broadway Bridge. In 2015, the City Council approved the BBFS, which included four conceptual alignments for the bridge that translate into the most northern and southern feasible crossing alternatives, as well as 2-lane and 4-lane cross-sections and possible touchdowns at either Jefferson Boulevard or South River Road. Exhibit 26 show the BBFS' conceptual alignment alternatives. In 2016, the next phase of work on the Broadway Bridge commenced which is expected to be completed in 2020.

Exhibit 26: Broadway Bridge Alignment Alternatives (circa 2015)



2

Despite the interplay between the Broadway Bridge and the Master Plan's access and circulation vision, the Mobility Network alternatives were, in most part, developed independently of the Broadway Bridge project. This was intentional and done to maximize network connectivity, land use potential, and economic development potential of the Pioneer Bluff District first and foremost, then locate the bridge

(in cooperation with the City of Sacramento) in a way that will further the Cities' economic and land-use objectives. It is likely that a significant portion of the Districts could transition into mixed-use development without the Broadway Bridge, instead relying solely on new east-west connections to Jefferson Boulevard following rail relocation. The alternatives, which are summarized in the next section, all sufficiently integrate with the range of proposed alignments, cross-sections, and landings for the Broadway Bridge while preserving or enhancing the planned real estate vision for the Districts.

5.4.4 Network Alternatives

Each of the four Mobility Network alternatives represent a different approach to balancing the transportation systems standards and other planning and policy inputs. The four Mobility Network alternatives are provided as Exhibits 27, 29, 31, and 33. These exhibits illustrate the proposed location and street classification for each of the road segments. Exhibits 28, 30, 32 and 34 are the alternatives' layered network, which illustrate the combined priority and secondary pedestrian, transit, bicycle and automobile corridors for each network alternative. Summarized in the subsections below are key details regarding each alternative. All the street names used are illustrative and will need to be confirmed through future implementation documents. See Appendix N for a comprehensive matrix that compares the Mobility Network alternatives.

Alternative 1

Exhibit 27 shows Alternative 1, which closely resembles the existing conditions and the circulation diagrams in the *General Plan*, the SPFP and the BDSP. However, it proposes to upgrade South River Road and Village Parkway to a minor 4-lane arterial. Implementation of this alternative results in limited connectivity and a weak link between the planned real estate vision and the roadway network. However, the lack of detail provides for discretion to the developer for future development and is very efficient as it reuses all existing infrastructure rights-of-way.

Although it is expected that the roadway could achieve full build without any precursory deindustrialization and/or regional projects (e.g., rail relocation), it does have implications for two regional projects. Any South River Road improvements could be phased with no throw away, and business relocation could happen on its own pace. This alternative would require a future substantial

reconciliation with the Broadway Bridge project as conceptual alignment A, shown on Exhibit 26, conflicts with the Riverfront Street Extension.

Exhibit 27: Alternative 1

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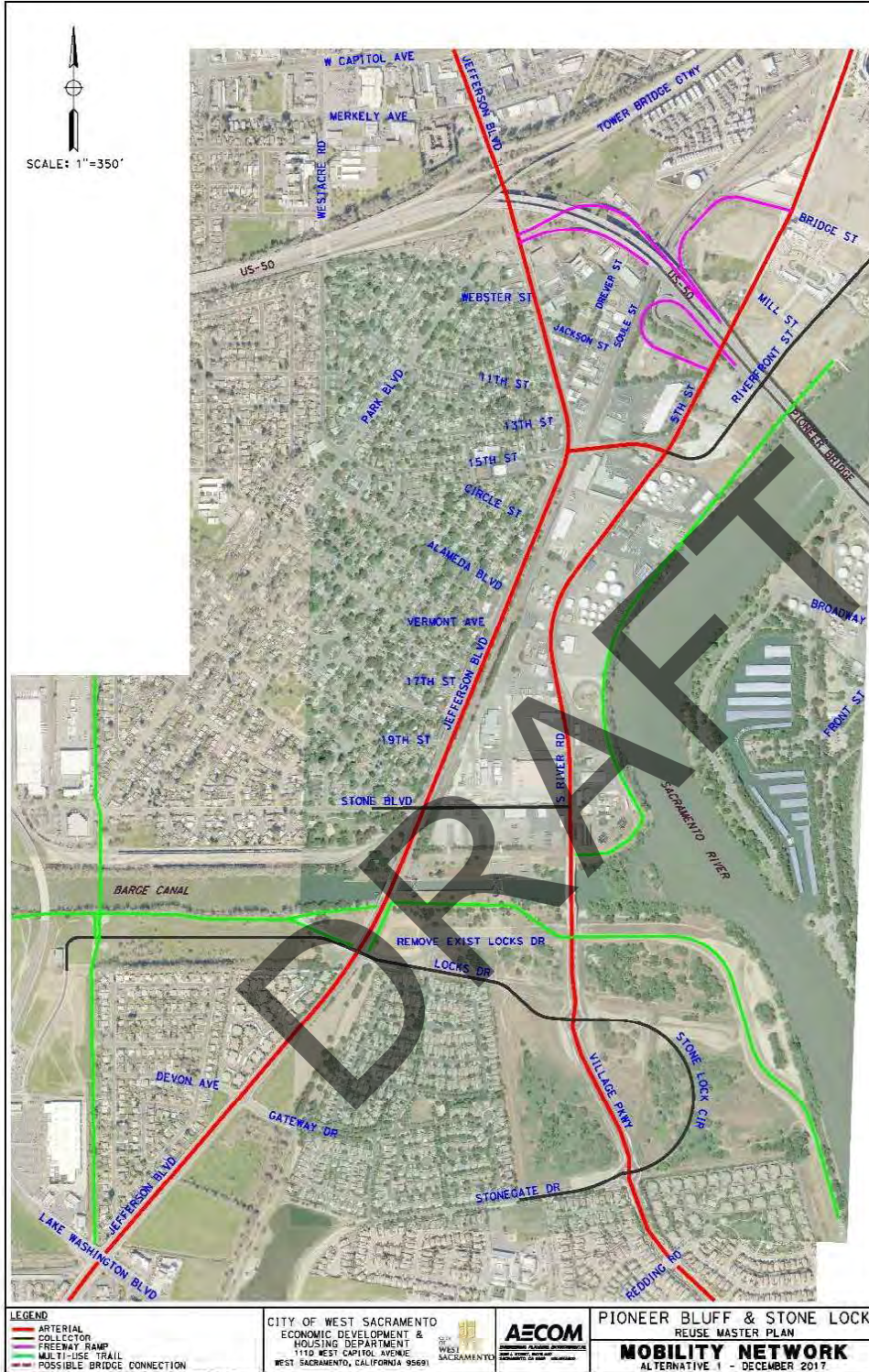
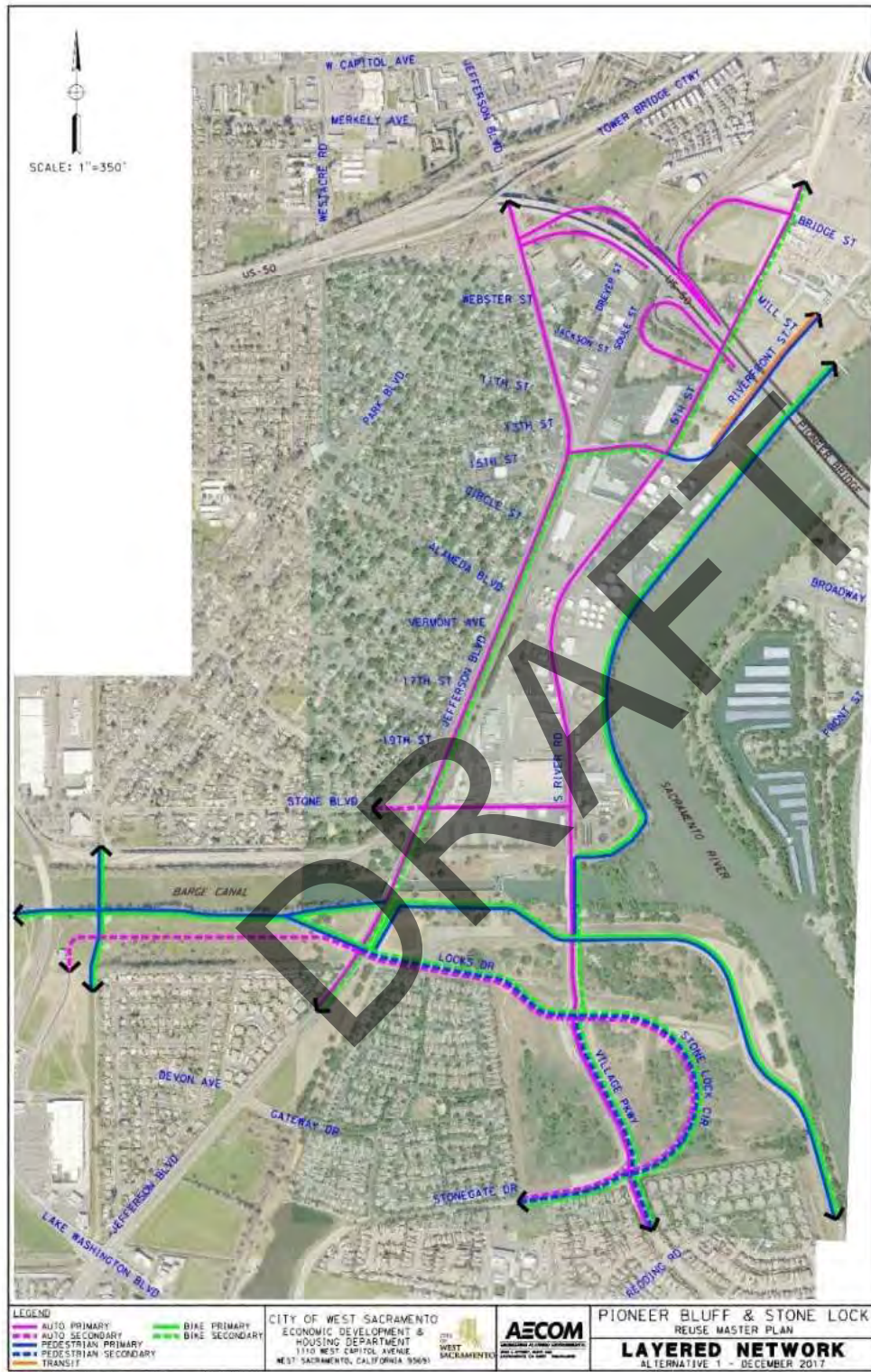


Exhibit 28 shows Alternative 1's layered network. The multi-modal uses are not integrated in the Pioneer Bluff District's streets and automobile use dominates the roadways. Bicycle, pedestrian and transit choice are limited but do match the expectations expressed in the 2013 BPTMP and the revised Central Park vision. The layered network proposes that only a portion of the Pioneer Bluff District is served by streetcar. This decreased service area in the Districts would have impacts on the land development program and could potentially subject portions to the I-5 mitigation in-lieu fee. The Pioneer Bluff Districts streets do not meet complete streets or multi-modal standards, nor do the Districts meet the complete network standard.

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Exhibit 28: Alternative 1's Layered Network



Alternative 2

Exhibit 29 shows Alternative 2. South River Road and Village Parkway remain upgraded to a minor 4-lane arterial and this alternative adds three additional east-west connections (the Stone Boulevard extension is included in Alternative 1) in the Pioneer Bluff District consistent with connectivity standards. The connection at Alameda Boulevard to Jefferson Boulevard is proposed to be signalized. These new east-west connections in the Pioneer Bluff District terminate at the river with modified universal streets (i.e. the proposed cross-section does not include the private zone described in the standard). The Circle Street extension is also a modified universal street its entire length. In the Stone Lock District, the alternative adds a new neighborhood connection at La Jolla Street. Implementation of this alternative results in a moderate link between the planned real estate vision and the roadway network while retaining some developer discretion for future development. This alternative is also very efficient as it reuses all existing infrastructure.

Alternative 2 requires rail relocation to achieve complete build out. Any South River Road improvements could be phased with no throw away. The new east-west connections could be constructed opportunistically as business relocation occurs. This alternative would require a future substantial reconciliation with the Broadway Bridge project as conceptual alignment A, shown on Exhibit 26, conflicts with the Riverfront Street Extension.

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Exhibit 29: Alternative 2

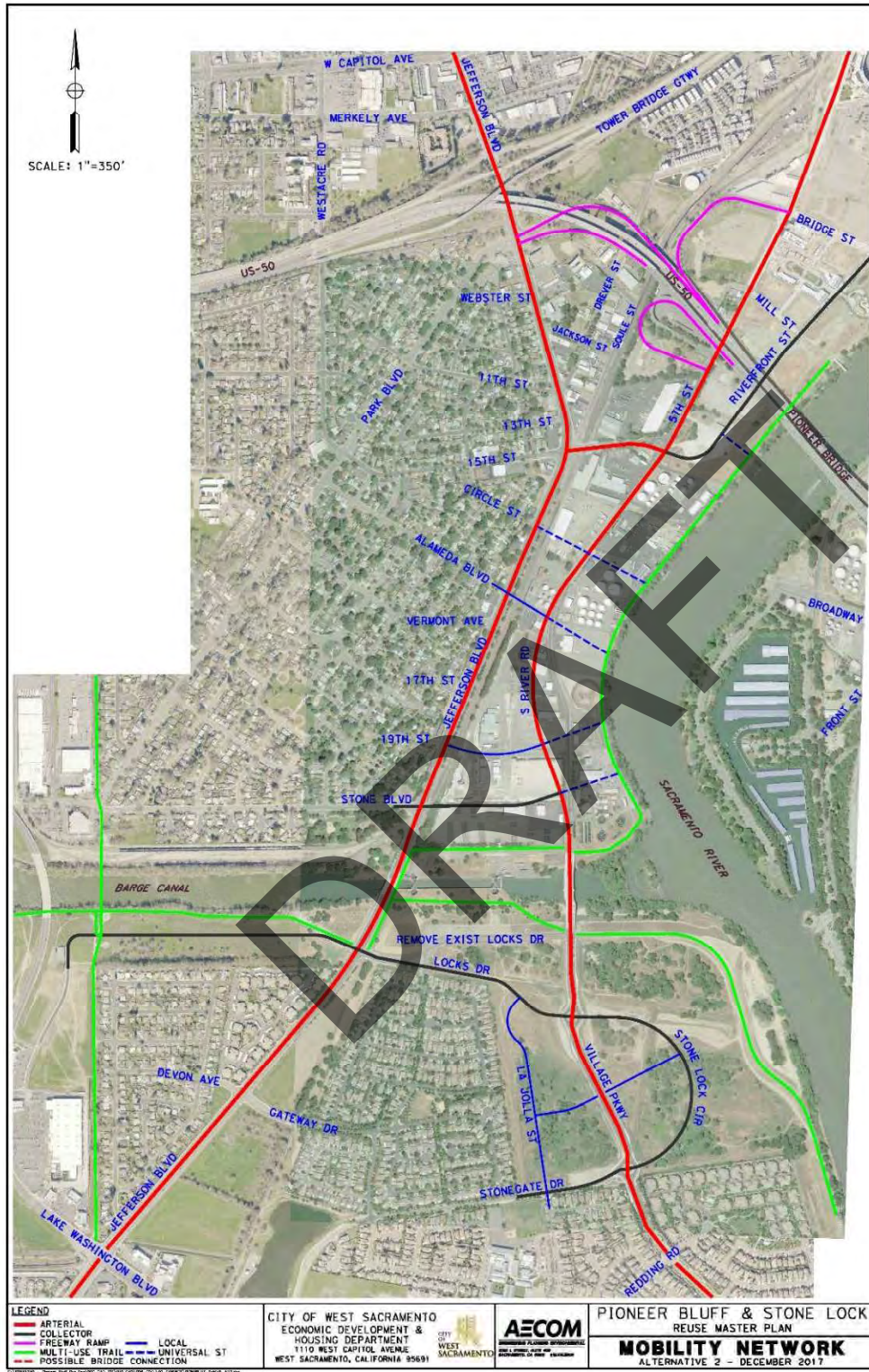
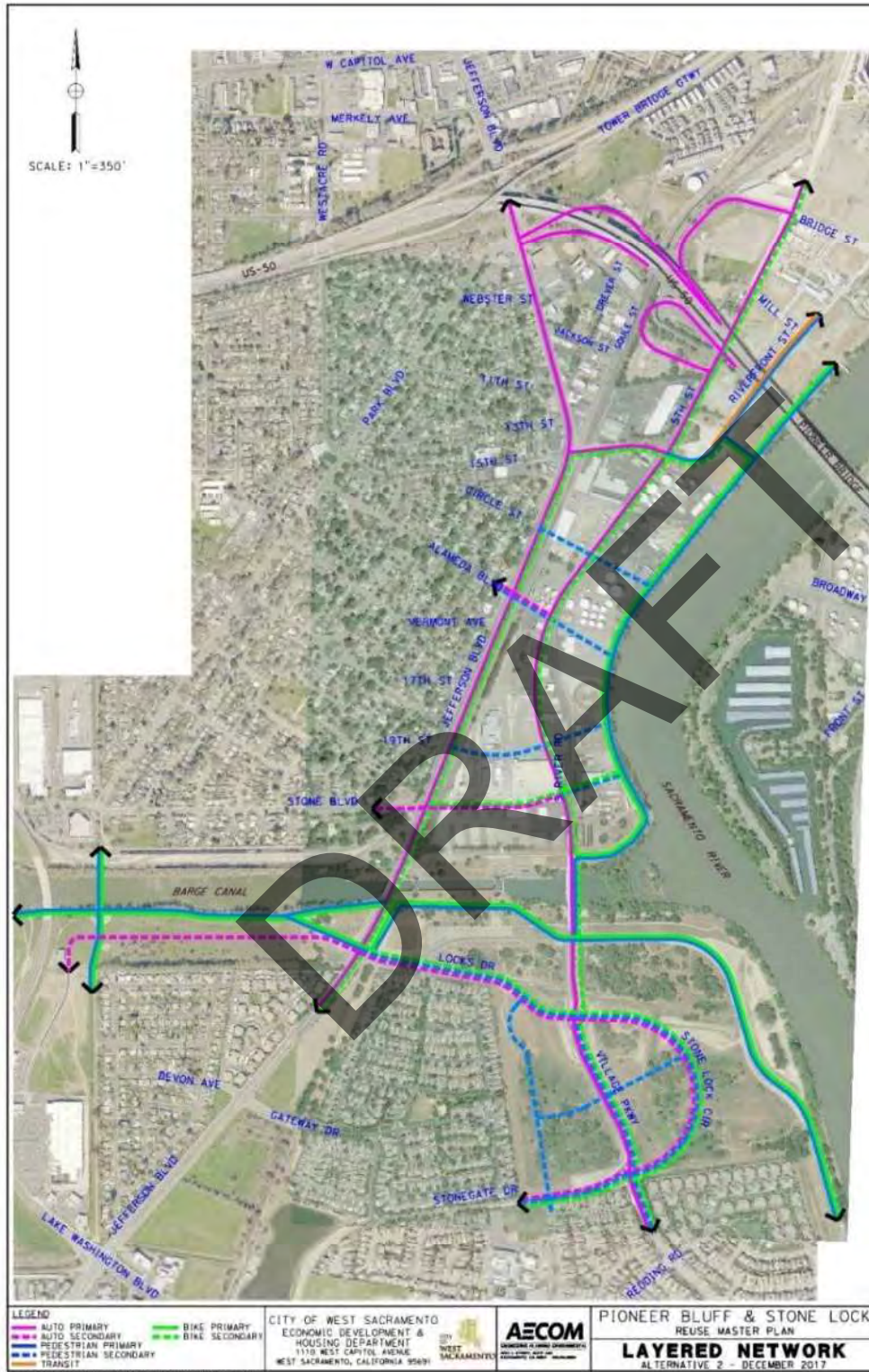


Exhibit 30 shows Alternative 2's layered network. South River Road would be restriped and/or widened to include Class II bicycle facilities and adjacent sidewalks. In the Pioneer Bluff District, all newly added east-west connections to Jefferson Boulevard add enhanced pedestrian access to the Old West Sacramento Neighborhood. The Stone Boulevard extension and 15th Street would include Class II bicycle facilities. In the Stone Lock District, Locks Drive and Stone Lock Circle would include Class II bicycle facilities and separated sidewalks. In this alternative, South River Road, Locks Drive and Stone Lock Circle would meet the complete street standard with the latter two having higher quality pedestrian facilities. However, given the limited choices and the lack of a street grid, this alternative would not meet the complete network standard.

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Exhibit 30: Alternative 2's Layered Network



Alternative 3

Exhibit 31 shows Alternative 3. South River Road and Village Parkway remain upgraded to a minor 4-lane arterial. The previous alternatives' east-west connections remain; however, the Circle Street upgraded to a local road. In the Pioneer Bluff, additional north-south roads, consistent with the Volume I's recommendations, are proposed. An additional north-south collector road in the Stone Lock District and additional looped local roads are proposed to complete the SPFP's circulation system.

This alternative proposes modified southern connections to the Bridge District than those contained in the BDSP. To the east, it proposes to relocate the Riverfront Street Extension approximately 200-feet to the north and to disconnect the segment from the South River Road and 15th Street intersection. Additionally, Alternative 3 proposes to relocate this existing intersection approximately 300-feet to the south. These realignments reconcile the conflict between the conceptual alignment A, shown on Exhibit 26, and the Riverfront Street Extension. To the west, this alternative proposes a shift to the southern terminus of Rail Street. This shift permits the extension of Rail Street the full length of the Pioneer Bluff District and creates a new north-south collector consistent with Volume I's recommendation. In the Pioneer Bluff District, the network's design meets the connectivity standard.

Implementation of this alternative results in a close link between the General Plan's land-use designations (i.e., urban development in the Pioneer Bluff District and less intense urban development in the Stone Lock District) and the roadway network. In Pioneer Bluff, this alternative satisfies all three of the TMI Commission-approved recommendations. It is consistent with the SPFP and the Stone Lock DA which incorporates the SPFP's vision. As a trade-off, there is less developer discretion for future development in the Pioneer Bluff District. In the Stone Lock District, the network respects the flexibility of the MU-NC designation by ensuring that the lowest density of the designation (i.e., 12 dwelling units to the acre) remains applicable, although development at this designation lower allowed density likely will negatively impact the transition economics for the Master Plan area. This alternative is also less efficient than the previous two alternatives as approximately 70% of South River Road would be relocated. This alternative has untallied future implications and costs (i.e., future abandonments and acquisitions for road realignment for Rail Street and South Rive Road) that should be considered prior to implementation.

Alternative 3 requires rail relocation and complete de-industrialization to achieve complete build out. Phasing the construction of the grid would be challenging during the de-industrialization process. Construction of Rail Street and the reconstruction of South River Road is expected to happen during the later phases of redevelopment. Given the state of industrial-oriented improvements in the Pioneer Bluff District, most improvement to South River Road could result in either installation of interim throw-away improvements or the premature advancement of infrastructure without corresponding building development.

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Exhibit 31: Alternative 3

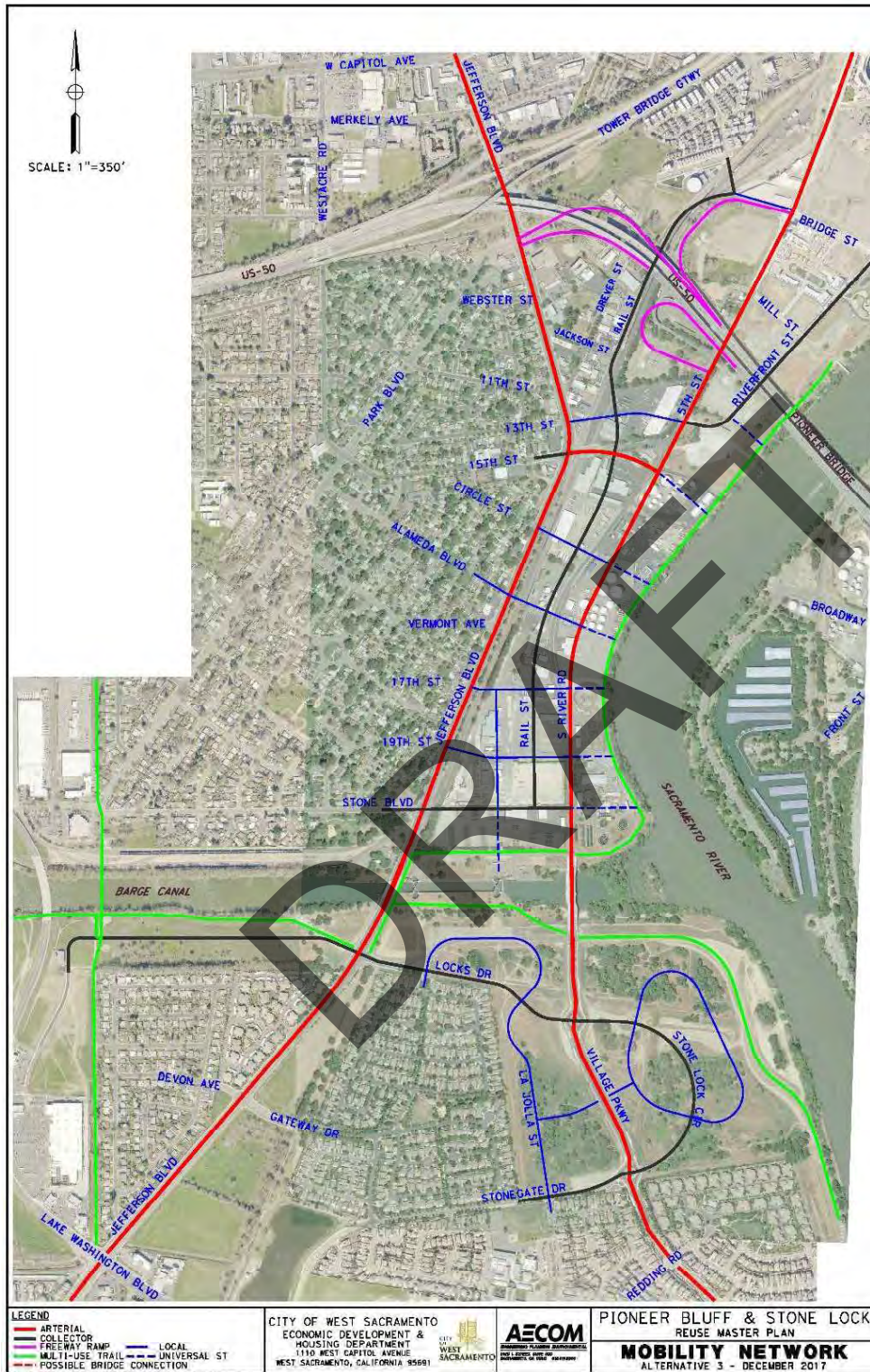
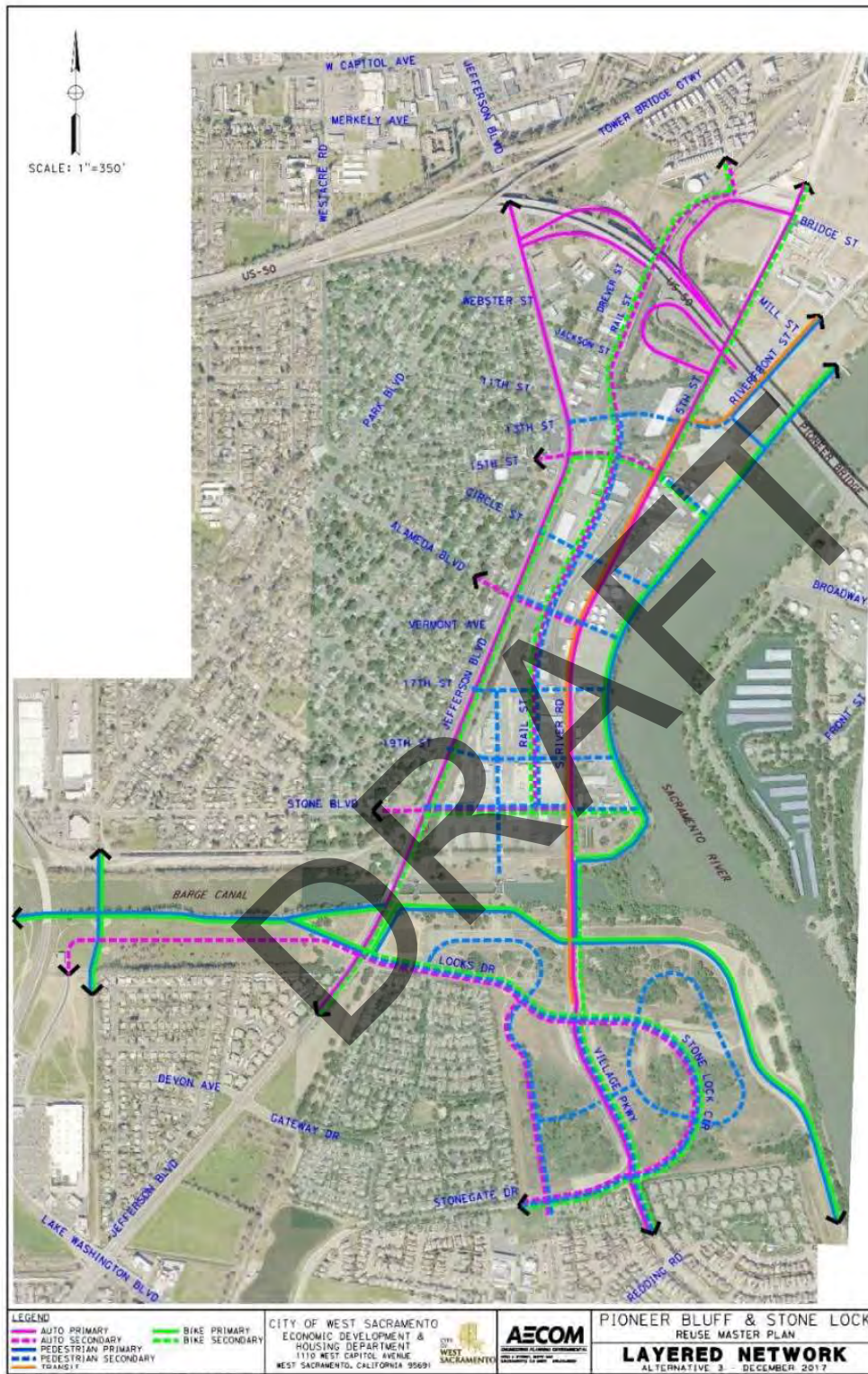


Exhibit 32 shows Alternative 3's layered network. Multi-modal uses are integrated into the Districts' streets. Due to the closer link between the planned development conditions (e.g. SPFP, SRMP, etc.) and the roadway network presented with this alternative, the layered network recommends that the streetcar cross the McGowan Bridge. In this configuration, it can serve all the Pioneer Bluff District and the north eastern portion of the Stone Lock District. This change results in a modification to the intended users of that segment of South River Road from Alternative 2. In Alternative 2, South River Road is a complete street. In Alternative 3, bicycle facilities are removed from the segment of South River Road due the types of conflicts described in Section 5.3.2. North-south bicycle facilities are provided on Jefferson Boulevard, Rail Street, and along the riverfront. This diminishes the completeness of South River Road; however, the entire system meets the layered network standard.

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Exhibit 32: Alternative 3's Layered Network



Alternative 4

Exhibit 33 shows Alternative 4. South River Road south of 15th Street and Village Parkway are collectors as prescribed in the *General Plan*. In the Pioneer Bluff District, the previous alternatives east-west and north-south connections remain; however, the 19th Street extension is signalized at Jefferson Boulevard. Rail Street is downgraded from a collector to a local road which permits a direct connection to Ironworks Avenue which is a modification to the BDSP. An additional north-south collector is proposed. This new road is consistent with Volume I's recommendation and it is proposed to be placed within the preferred building setback area (see Section 4.5.1 for additional information regarding the preferred setback). This use is theoretically possible given the location of the ULDC prism as shown in Appendix J but would require extensive regulatory approval. In the Stone Lock District, the SFP circulation system is modified to extend the gridded network south of the DWSC. The Districts' network design meets the connectivity standards.

Implementation of this alternative results in an expectation of higher intensity development in the Stone Lock District (i.e. 25 or more dwelling units/acre which is more consistent with development projected in the transition economics for the Master Plan area) due to the gridded roadway network. This development intensity aligns with the gross FAR of 2.0 used in the transition economics. Alternative 4 satisfies all three of the TMI Commission-approved recommendations. There is little developer discretion reserved for future development. This alternative is also less efficient than the previous three alternatives as approximately 90% of South River Road would be relocated. This alternative has untallied future implications and costs (i.e., future abandonments and acquisitions for road realignment for Rail Street and South River Road) that should be considered prior to implementation.

This alternative requires rail relocation and complete de-industrialization to achieve complete build out. Most importantly, this alternative requires the removal of the Highway 50 eastbound on-ramp on South River Road. Phasing the construction of the grid would be challenging during the de-industrialization process. Construction of Rail Street, the extension of Riverfront Street to Stone Boulevard, and the reconstruction of South River Road are expected to happen during the later phases of redevelopment. Given the state of industrial-oriented improvements in the Pioneer Bluff District, most improvements to

South River Road could result in either installation of interim throw-away improvements or the premature advancement of infrastructure without corresponding building development.

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Exhibit 33: Alternative 4

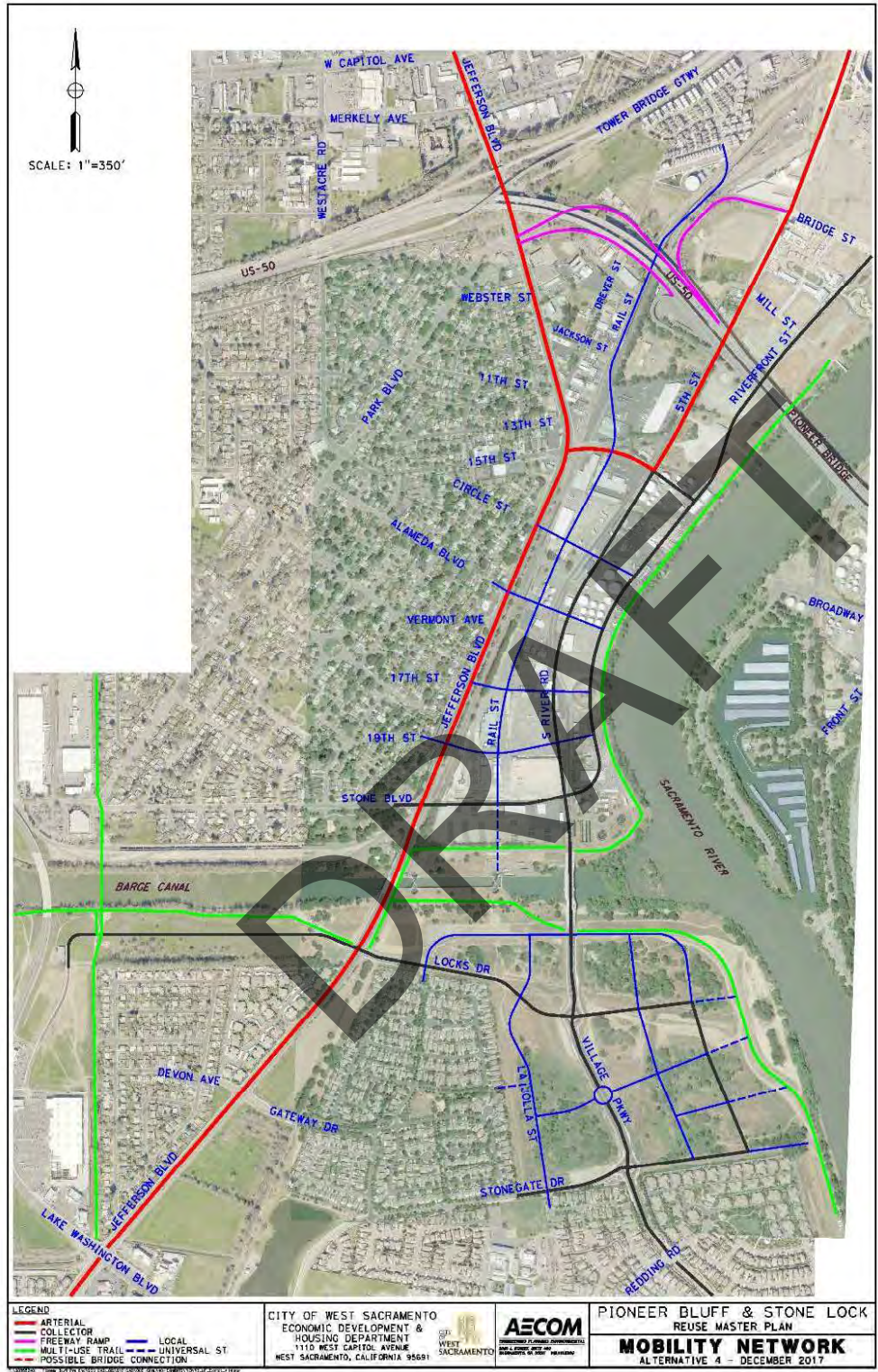
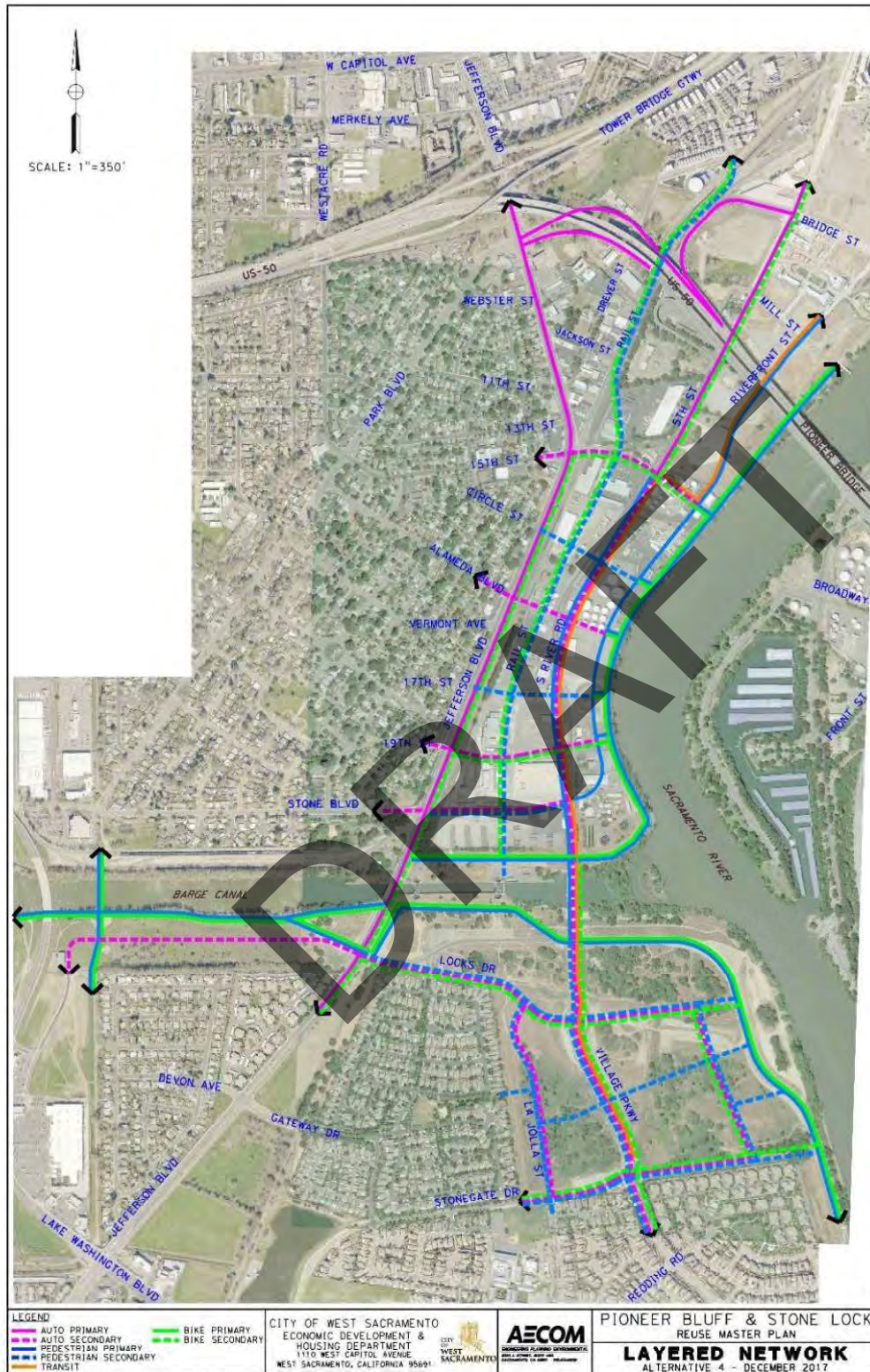


Exhibit 34 shows Alternative 4 layered network. Multi-modal uses are integrated into the Districts streets. Alternative 3's streetcar and South River Road configuration remain with a possible streetcar extension to the second Village Parkway roundabout. Class II bicycle facilities that were in previous version on Stone Boulevard have been relocated to 19th Street. Riverfront Street is pedestrian-orientated promenade with development only on the landward side of the road. The entire system meets the layered network standard.

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Exhibit 34: Alternative 4's Layered Network



5.4.5 Recommended Mobility Network

In 2018, the four Mobility Network alternatives were presented to City Council. Alternative 3 and its layered network were recommended for incorporation into the development of the Master Plan's land development strategy and for use by the Broadway Bridge project. The City Council directed staff to modify the recommend alternative and merge the Pioneer Bluff District's grid design from Alternative 3 with the Stone Lock District's grid design from Alternative 4. The result is Alternative 5 which is shown on Exhibit 35. Exhibit 36 is Alternative 5's layered network. Alternative 5's recommended cross-sections, preliminary design and costs estimates for construction, and other considerations regarding the recommended Mobility Network (i.e., the northern terminus of Rail Street) are discussed further in Section 4.8 of Volume III.

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Exhibit 35: Alternative 5

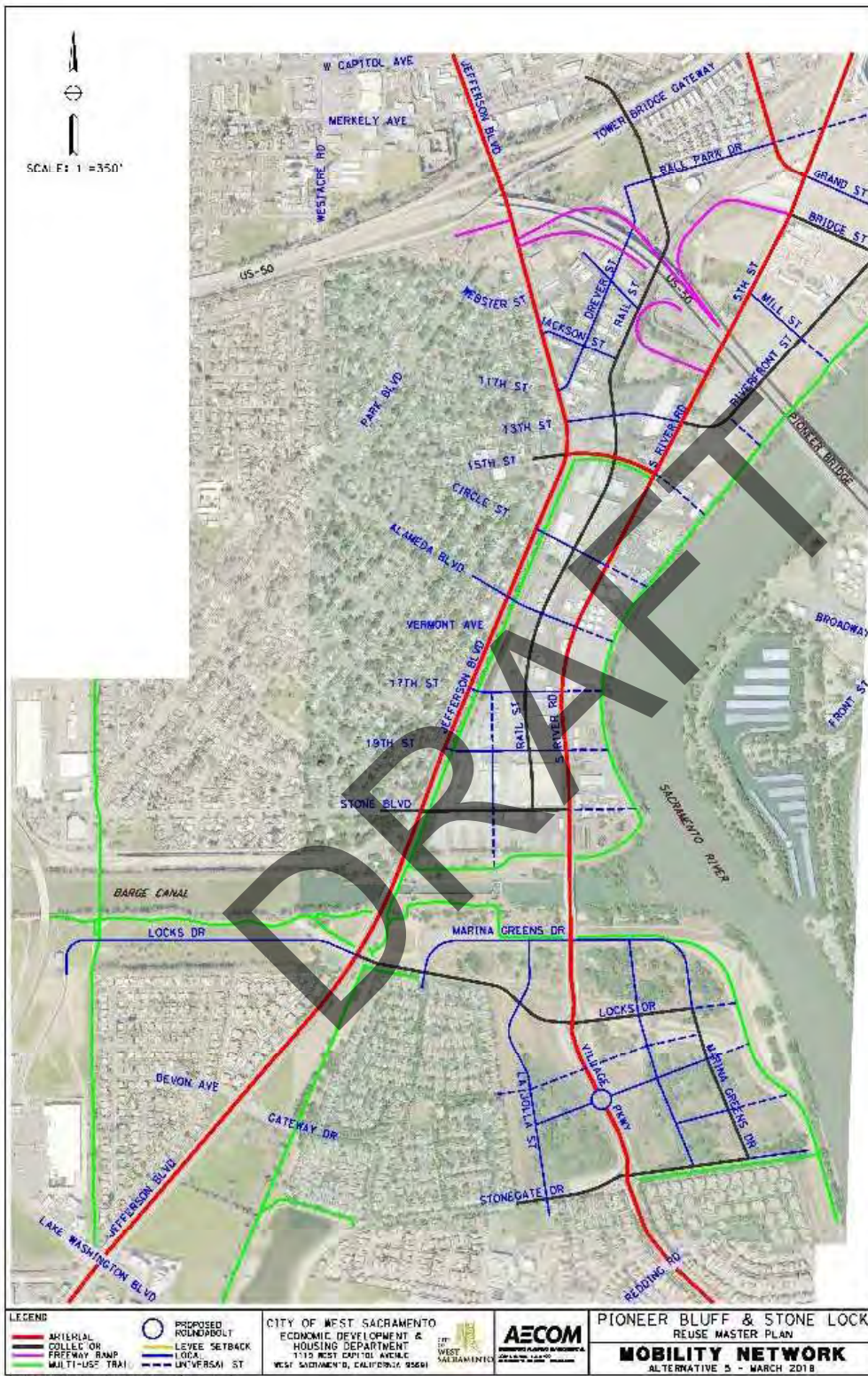
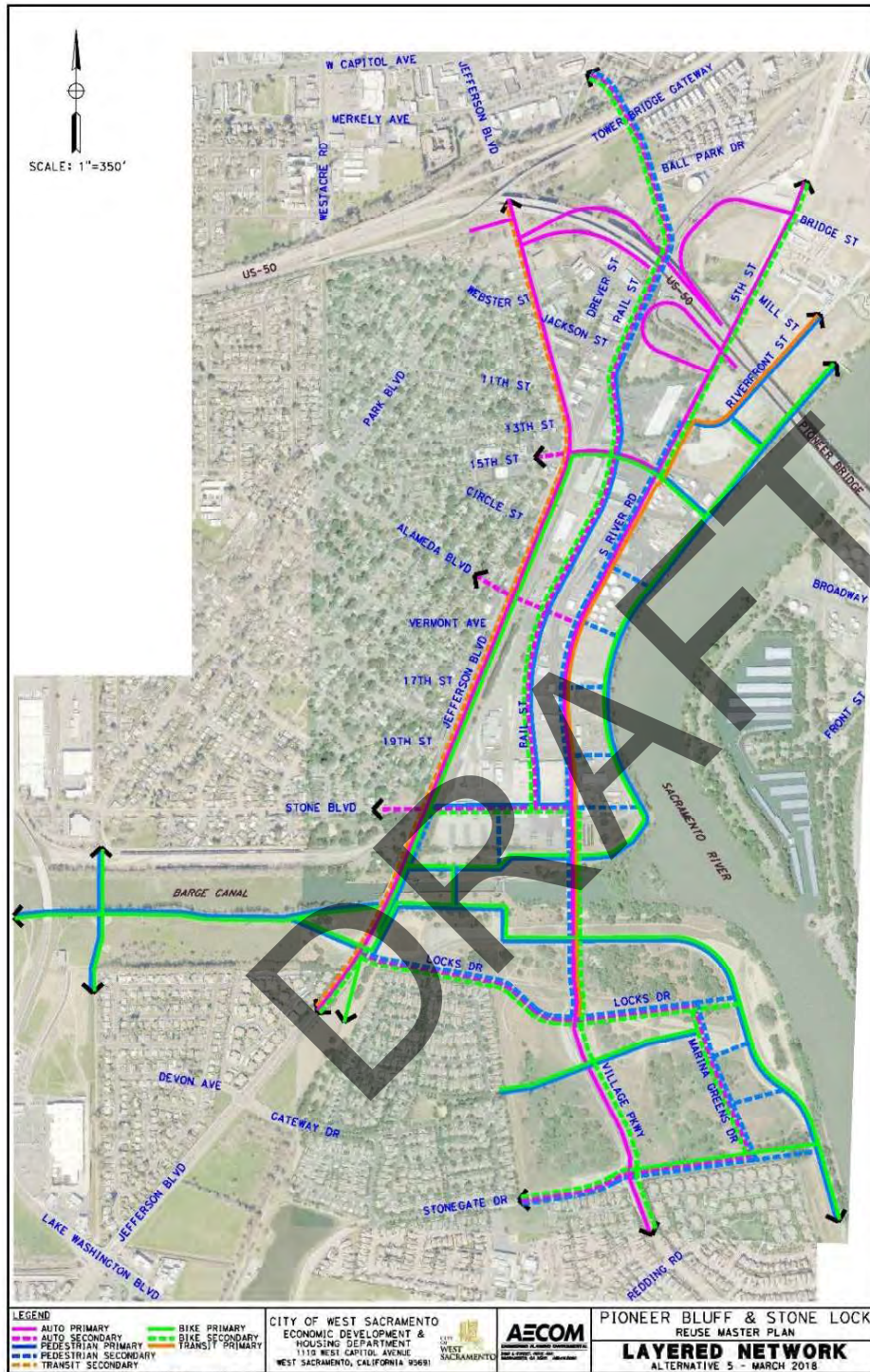


Exhibit 36: Alternative 5's Layered Network



Chapter 6. Municipal Utilities Conditions

6.1 Existing and Planned Municipal Facilities

Development is dependent upon an extensive network of municipal facilities and services. Each type of service has a unique set of constraints and must adapt differently to the change expected in the City. The City is responsible for providing adequate infrastructure and services in supporting the needs of residents and businesses and ensuring a high quality of life. In addition to roadway improvements, sanitary sewer, water, and storm water drainage improvements (Municipal Utilities) are also planned new development. For infill areas like the Districts, the planning of these Municipal Utilities requires more consideration to account for existing uses and system capacity.

In 2017, the City Council adopted Resolution 17-44 approving the 2015 *Water Master Plan* and the 2015 *Sewer Master Plan*. A citywide storm drainage master plan is in progress. The Municipal Utilities master plans are scaled for citywide systems and include recommended capital improvement projects for anticipated new development in the City. Their existing conditions assessments are for the entire City and are not detailed enough to assess the degree of remaining capacity within the Districts that could be leveraged during the transition to urban mixed-use development.

In 2018, AECOM completed a *Baseline Utility Report* for the Districts. This report inventories the existing Municipal Utilities facilities in the Districts and programmatically assesses any excess capacity in the existing systems that may be available as the Districts transitions. In addition, this report included an exhibit of the existing and abandoned petroleum pipelines owned by Kinder Morgan and Chevron. This report is provided as Appendix O. The *Baseline Utility Report* analysis of the existing conditions of the Municipal Utilities and the existing petroleum facilities are summarized in the subsections below.

Existing Sanitary Sewer

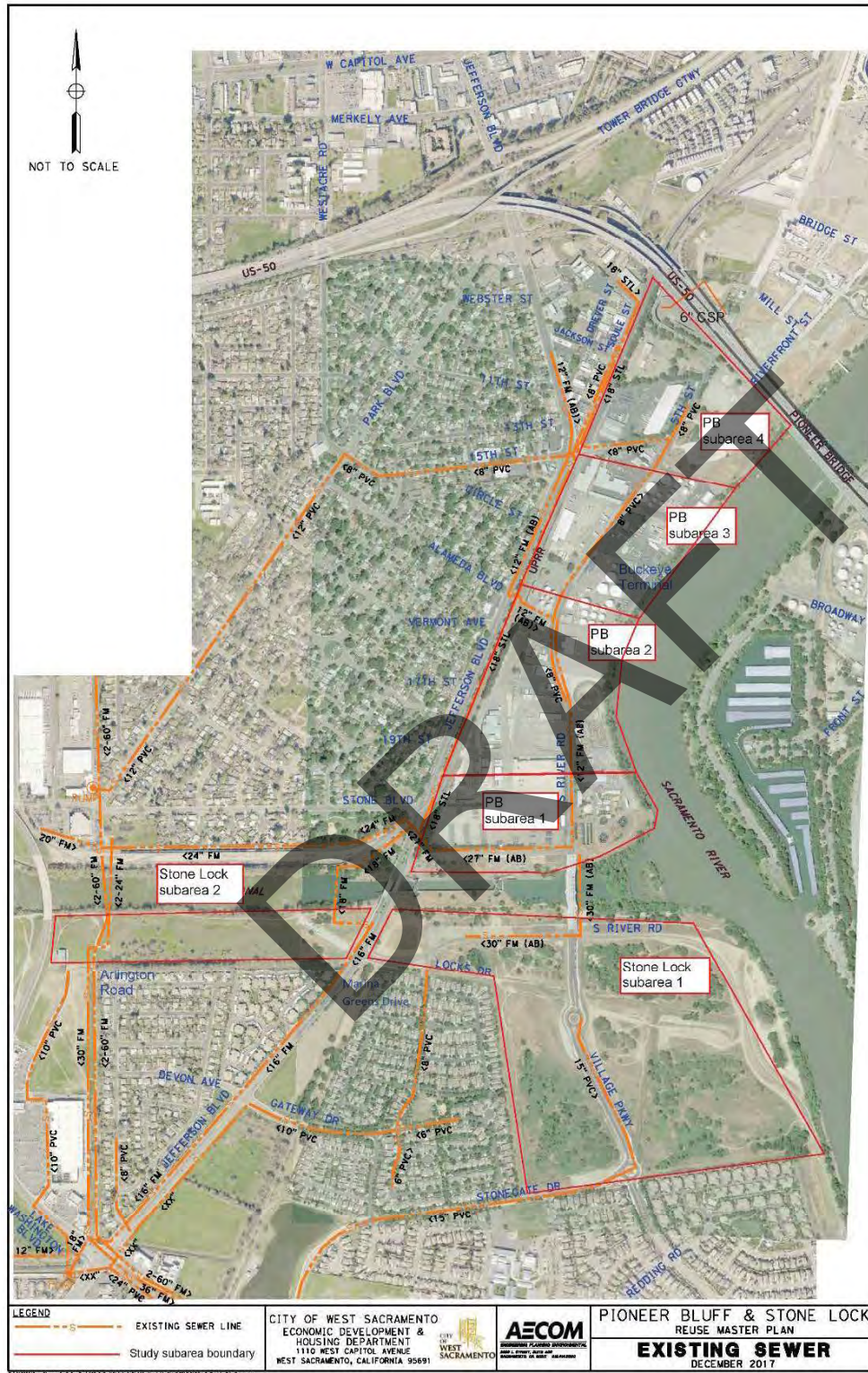
The Pioneer Bluff and Stone Lock Districts are served by two sanitary sewer lines. One 8-inch Polyvinyl Chloride (PVC) line runs through the Pioneer Bluff District, draining northerly along South River road with an estimated capacity of 0.462 million gallons per day (MGD). In the Stone Lock District, there is

currently a 15-inch sewer line with an estimated capacity of 5.66 MGD. Exhibit 37 shows the location and size of the existing sanitary sewer facilities within the Districts.

The existing 8-inch sanitary sewer pipeline in the Pioneer Bluff District can serve only the District's subarea 1 through 2035. While the existing 8-inch sanitary sewer in the Pioneer Bluff District does not have sufficient capacity to serve the majority remainder of the District through 2035, the existing 15-inch PVC line in the Stone Lock District is more than adequate to serve future development in the District's sub-area 1 through 2035. No pipes exist for subarea 2 in the Stone Lock District. These improvements will have to be constructed with future Locks Drive improvements.

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Exhibit 37: Existing Sewer Facilities



Existing Water

The Pioneer Bluff District is served by an existing 6-inch Asbestos Concrete Pipe (ACP) connecting a new 16-inch pipe from the bridge to a networked 6-inch and 12-inch pipe. The Stone Lock District is served by a single 16-inch PVC line running under Village Parkway. Exhibit 38 shows the location of the existing water facilities within the Districts.

The Pioneer Bluff's 6-inch connecting pipeline will not be sufficient to meet the 2035 demand in the District's subarea 1, although there is capacity remaining through 2035 for the District's other sub-areas. The pipes in the Stone Lock Districts have more than sufficient capacity to meet projected demands through 2035.

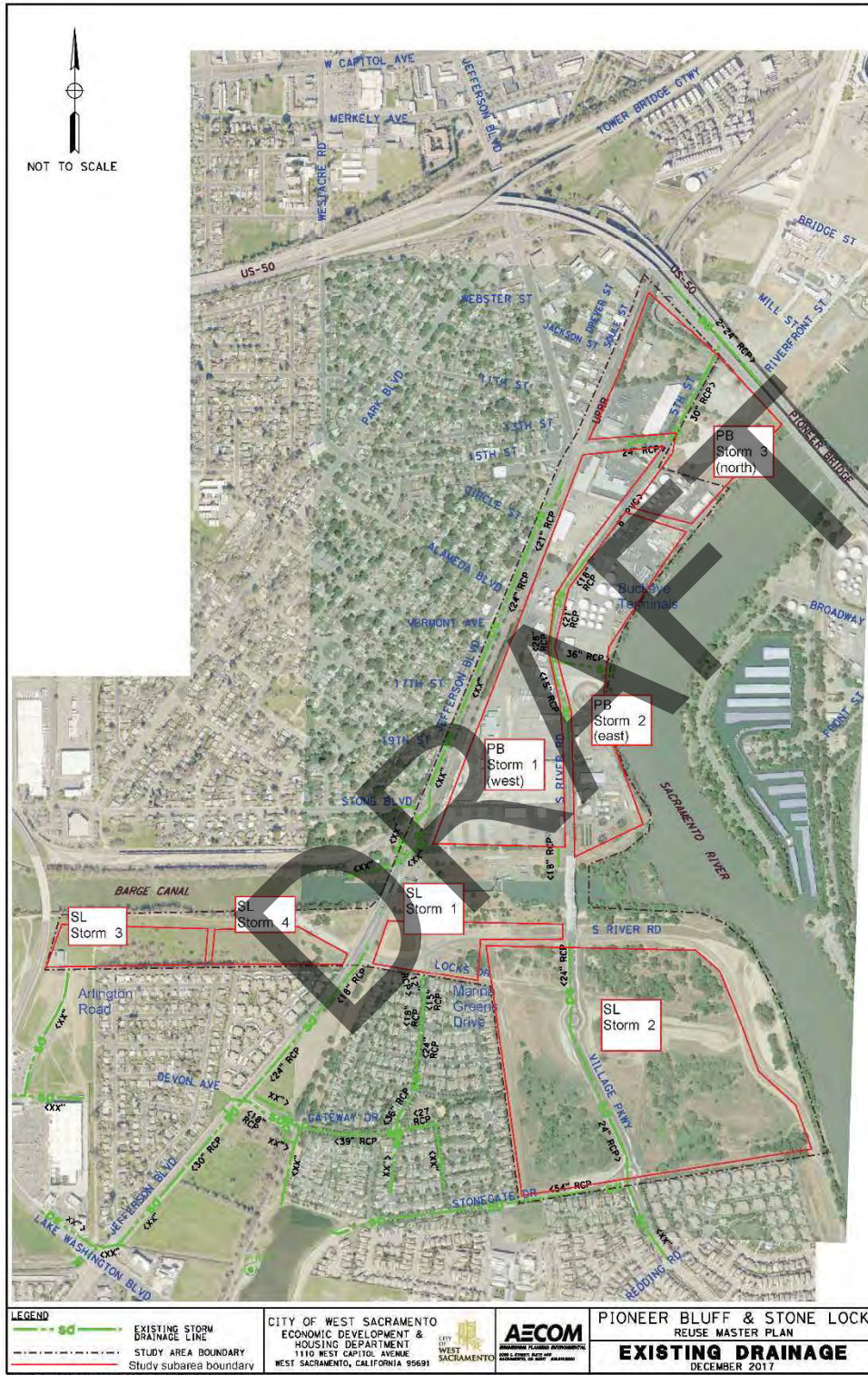
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Existing Storm Drainage

There exists only one central 24-inch storm drain in the Districts. Exhibit 39 shows the location of this existing facility. All the Pioneer Bluff District's drainage facilities are either near or exceeding capacity in the existing condition. The Pioneer Bluff District's projected new developments' runoff coefficient and the existing developments' runoff coefficient are similar. Therefore, runoff is also expected to be remain mostly unchanged in this district. In the Stone Lock District, the existing storm drain facility only has limited capacity for subarea 2 for development through 2035. The remaining Stone Lock District's subareas are almost exceeding the capacity in the existing condition.

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Exhibit 39: Existing Storm Drainage Facilities



Planned Municipal Utilities

The 2015 *Water and Sewer Master Plans* identify planning level costs of the capital improvement projects and provide a financial plan for funding the projects through the *General Plan's* horizon (i.e. 2035). These master plans provide broad information regarding City-wide systems but do not focus specifically on the Districts, nor do they capture the Districts' full build-out projections. Additionally, all recommended improvements are placed only existing roadways, which means that the projected future improvements do not align with the recommended Mobility Network described in Section 5.4.5. Full build-out of both Districts is expected to occur in post-2035. The expected full build date is discussed further in Sections 4.1 and 4.3 of Volume III.

A *Future Utility Report* was prepared by AECOM in 2018 to determine the Municipal Utilities improvements required to serve future demand. This *Future Utility Report* provides specific information and recommendations that provide street-level analysis and size and capacity information for each utility system. These recommendations are preliminary; further refinement will occur during the design process for these underground facilities when developments are proposed in the Districts or during the development of a specific plan. The *Future Utility Report* is discussed further in Section 4.9 of Volume III.

6.1.1 Current Petroleum Pipelines

In the Pioneer Bluff District, there is an existing 20-inch petroleum pipeline which crosses Jefferson Boulevard and enters the southern end of the district from the west. This existing pipeline is operated by Kinder Morgan and serves the Equilon Enterprises LLC (i.e. Shell Oil), Buckeye Partners and the Conoco Phillips tank farms. The Conoco Phillips and Chevron tank farms are in the City of Sacramento. In the Stone Lock District, there is an existing 8-inch petroleum pipeline which bisects portion of the District east of Jefferson Blvd; it is operated by, and exclusively serves, the Chevron tank farm. There are two existing abandoned pipelines within the Pioneer Bluff District. Exhibit 40 shows the location and size of the existing and abandoned petroleum lines and their routes within the Districts and across the Sacramento River. Most of these existing pipelines are subject to agreements that would require that they be realigned or relocated to conform to the Districts future street alignments at the expense of the operator.

Exhibit 40: Existing Petroleum Pipelines



6.2 Municipal Utility Development Standards

The *General Plan* contemplates 2035 build-out standards for water treatment and delivery, wastewater collection and disposal, storm water drainage, solid waste and recycling, and utilities and telecommunications. The following sections summarize municipal utility standards.

6.2.1 Sanitary Sewer Master Plan Standard

The City's sewer master plan is an adopted advisory document that evaluates both the condition and capacity of the City's sanitary sewer collection system, and recommends upgrades, improvements, and new infrastructure where necessary to provide continuing service to the City's existing and future sewer collection system customers. The *General Plan* commits the City to review and update the City's sewer master plan at least every five years consistent with the land use patterns and densities/intensities provided for in the *General Plan*. The Master Plan provides greater detail and expands upon the *General Plan* policies located in the Public Facilities and Services Element.

"To maintain an adequate level of service in the City's wastewater collection conveyance system to meet the needs of existing and future development." – page 2-78 *General Plan's* Public Facilities and Service Element Goal 3

The 2015 *Sewer Master Plan* satisfies this standard.

6.2.2 Water Master Plan Standard

The City's water master plan is an adopted advisory document that evaluates the existing system and its ability to meet the anticipated requirements for water source, quality, transmission, storage, and distribution over a twenty-year planning period. The *General Plan* commits the City to review and update the City's water master plan at least every five years consistent with the land use patterns and densities/intensities provided for in the *General Plan*. The water master plan provides greater detail and expands upon the *General Plan* policies located in the Public Facilities and Services Element.

"The City shall maintain and implement the Water Master Plan" – page 2-77 *General Plan's* Public Facilities and Services Element Policy 2.4

The 2015 *Water Master Plan* satisfies this standard.

6.2.3 Storm Drainage Master Plan Standard

The City's storm drainage master plan is a pending advisory document that shall guide the development, operation and maintenance for storm water methodology within the City. The *General Plan* commits the City to review and update the City's storm drainage master plan at least every five years consistent with the land use patterns and densities/intensities provided for in the *General Plan*. The Master Plan provides greater detail and expands upon the *General Plan* policies located in the Public Facilities and Services Element.

"The City shall require a comprehensive drainage plan for areas of the city with drainage issues that identifies the facilities that are currently in place and any new facilities that are necessary to provide adequate storm water drainage for new and existing development. Any new plan shall address permeability and use of bioswales." – page 2-79 *General Plan's* Public Facilities and Services Element Policy 4.5

The City is currently preparing a storm drainage master plan. This process includes updating the 2001 *Southport Drainage Master Plan*, which would govern the Stone Lock District. There is no drainage master plan for the Pioneer Bluff District.

6.2.4 Green Infrastructure Design Standards

Beyond adequate sizing and construction of future storm drainage facilities, the *General Plan* expresses requirements for the joint-use of storm water management facilities for recreation, water quality and other environmental benefits. These green infrastructure standards are expressed as follows:

"The City shall design public improvements as streets, parks and plaza for retention and infiltration of storm water by diverting urban runoff to bi-filtration systems such as greenspaces." – page 2-78 *General Plan's* Public Facilities and Services Element Policy 4.1

“The City shall require new storm water drainage facilities to be designed to enhance recreation and habitat and be integrated into existing parks and open space features.” – page 2-79 *General Plan’s* Public Facilities and Services Element Policy 4.6

6.3 Municipal Utility Standards for Urban Development

In addition to the new parks and transportation urban standards, the BDSP also developed Municipal Utilities standards. If applied to the Districts, these standards would modify the water and sewer demand standards to be used when designing the backbone underground systems. They would also introduce additional design considerations. These BDSP standards are summarized in the following subsections.

Maximum Development Scenario Standard

The sanitary sewer, water and storm drainage system are to be sized to serve domestic and fire service demands based on the maximum development scenario.

Urban Water Demand Standard

Bridge District water utility facilities were engineered based on the daily water demand standards shown in Table 5 (page 32, BDSP Volume III). These demand assumptions assume an average household size of 1.8 persons for residential uses.

Table 5: Daily Water Demand

Land Use	Daily Water Demand
Residential - Less Dense	290 gpd/du
Residential	225 gpd/du
Office and Retail	0.075 gal/sf
Restaurants	1.00 gal/sf

Urban Sewer Demand Standard

Bridge District sewer collection facilities were engineered based on the unit flow rates and peaking factors shown in Table 6 (page 35, BDSP Volume III).

Table 6: Unit Flow Rates and Peaking Factors

Unit Flow Rates	
Land Use Type	Average Daily Flow (90% of Water Demand)
Residential	225 gpd/du
Office/Commercial/High Rise	0.075 gal/sf
Retail/Restaurants	1.00 gal/sf

Peaking Factors	
Average Flow (mgd)	Peaking Factor
< 0.75	3.0
0.75 - 1.20	2.9
1.20 - 1.75	2.8
1.75 - 2.50	2.7
2.50 - 3.75	2.6
> 3.75	2.5

Urban Municipal Utilities Design Standards

The BDSP defines the zones of the sidewalk and what improvements, if any, are permitted in each zone. The furnishing zone is that area of the sidewalk directly adjacent to the curb, and is the area where utility boxes, street trees, vegetation beds, storm water planters, and street furniture such as pedestrian-scale lighting, benches, and bicycle racks are located.

“Any service panels to underground utilities must also be located within the furnishing zone. Building utility items such as utility boxes, meters, and backflow preventers must be located entirely within the building in building service areas or in underground vaults.” – page 59 BDSP Volume II

“Stormwater planters are landscaped reservoirs used to collect, filter, and infiltrate stormwater run-off from the street. This system allows pollutants to settle and filter out as the water percolates through the planter soil and infiltrates into the ground. While stormwater planters help to achieve sustainability goals, they simultaneously serve as a visual amenity within the

streetscape. Stormwater planters may be approximately 15- to 32-feet in length, thereby allowing for two street trees within each planter. Approximately 5-25 linear feet shall be provided between stormwater planters to allow for pedestrian passage between the sidewalk and the curb zone alongside on-street parking spaces.” – page 51 BDSP Volume II

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Chapter 7. Market Conditions

Real-estate development is a service to market demand for buildings, parks, infrastructure, and other improved land. The purpose of this service is to produce capital goods (i.e., real-estate improvements) pursuant to actual (current) and speculative (future) market demand. This market demand is provided by residents, businesses, governments, and other users (consumers) of real estate and is foundational to realizing development expectations and will determine how, when, and where this development will occur. The following sections provide a summary assessment of current (March 2018) market conditions that relate to planned development in the Districts. Additional information is provided in Appendix P.

7.1 Regional Market Assessment

7.1.1 Regional Economic Productivity

The Sacramento region fundamentally competes with other regions, both nationally and internationally, for economic activity. This activity includes jobs, intellectual capital, business investment, and other factors that drive economic productivity and create demand for real-estate products and services. Gross domestic product (GDP) is a metric that estimates the total monetary value of all goods production and services produced with a defined geography for a given time frame. GDP is a measure of economic productivity within a defined geography.

Table 7 compares the 2015 GDP of the Sacramento metropolitan statistical area (MSA) with nearby MSAs, similar population MSAs, and the MSA average. This table also compares the relative 2001 to 2016 GDP growth rates for these MSAs. The Sacramento MSA (region) is defined as the Counties of Yolo, Sacramento, Placer, and El Dorado. Additional detail on GDP and regions is provided in Appendix P.

Table 7: Metropolitan Per Capita Gross Domestic Product (2015) and Growth (2001-2015)*

Metropolitan Statistical Area	2015 Population	2015 GDP per capita*	Percent of MSA Average	2001-15 GDP per capita growth**	
				growth amount	percent growth
Riverside-San Bernardino	4,475,437	\$27,960	56%	(\$1,174)	-4.2%
Stockton	723,709	\$30,321	61%	\$1,092	3.6%
Bakersfield	879,497	\$36,896	74%	\$6,051	16.4%
San Antonio	2,381,703	\$42,159	85%	\$5,228	12.4%
Las Vegas	2,109,289	\$43,476	87%	(\$4,522)	-10.4%
Orlando	2,441,257	\$45,756	92%	(\$1,556)	-3.4%
Sacramento	2,267,588	\$46,697	94%	\$3,456	7.4%
MSA average		\$49,839	100%	\$4,436	8.9%
Cincinnati	2,155,392	\$52,649	106%	\$4,844	9.2%
Kansas City	2,084,464	\$54,097	109%	\$2,921	5.4%
Austin	1,998,104	\$55,323	111%	\$12,005	21.7%
Pittsburgh	2,356,285	\$55,355	111%	\$12,289	22.2%
Charlotte	2,424,643	\$55,610	112%	\$3,059	5.5%
Nashville	1,828,961	\$55,841	112%	\$8,097	14.5%
Indianapolis	1,986,542	\$59,479	119%	\$3,152	5.3%
Salt Lake City	1,167,501	\$59,966	120%	\$7,556	12.6%
Portland	2,424,955	\$62,229	125%	\$25,763	41.4%
Denver	2,808,816	\$63,400	127%	\$4,058	6.4%
San Francisco-Oakland	4,642,227	\$81,347	163%	\$13,748	16.9%
San-Jose	1,968,578	\$112,851	226%	\$63,648	56.4%

* Calculated based on latest data available from the United States Bureau of Economic Analysis as of August 2017. In chained 2009 dollars.

** net of inflation since source data is in chained 2009 dollars

substantially below MSA average (e.g., less than half of average growth).

substantially above MSA average (e.g., more than twice average growth).

As shown in Table 7, Sacramento MSA economic performance has lagged that of most similarly sized MSAs as well as the MSA average. Additionally, while the Sacramento region has a cost advantage when compared to more expensive coastal regions, it is generally at a cost and regulatory disadvantage when compared to most inland locations, especially those outside of California. Due to these and other factors, the region is awkwardly positioned between high cost/high productivity markets and low cost/low productivity markets.

The Sacramento region's relative economic weakness is tempered by its role as a major government center (local, state, federal) and by its proximity to the San Francisco and San Jose MSAs. These Bay Area MSAs are some of the most economically productive regions in the world and are steadily coalescing with each other, the Sacramento region, and adjacent areas to form an integrated Northern California super-region.

As shown in Table 7, this super-region has a wide range of economic productivity (i.e., \$30,321 per capita for the Stockton MSA up to \$112,851 per capita for the San Jose MSA [in 2009 dollars]), with the Sacramento MSA performing in the lower portion of this range. Additionally, the Bay Area GDP growth rates, over many decades, have far outpaced Sacramento regional GDP growth rates, especially in the San Jose MSA part of the region (see Table 7). This strong Bay Area GDP growth is occurring despite high cost environments, reflecting strong differentiations (market preferences) within the northern California super-region.

7.1.2 Regional Industry Employment

The Sacramento region's GDP is primarily based on goods producing and service industries that provide jobs (i.e., wages), investment, and taxes that fuel the region's economy. Table 8 summarizes the distribution of industry employment in the Sacramento region and its component counties. The region's top industries by employment are Government (253,888), Professional Services (191,849), and Health Care/Education (170,652) (See Table 8). These industries employ approximately half of the region's work force.

Table 8: Sacramento Region Industry Employment (2015*)

INDUSTRY	Regional Employment	Sacramento		Placer		Yolo		El Dorado	
		Employment	Regional Share	Employment	Regional Share	Employment	Regional Share	Employment	Regional Share
Goods Producing Industries									
Farming and Resource Extraction	16,705	5,063	30.3%	2,283	13.7%	7,046	42.2%	2,313	13.8%
Construction	73,548	44,036	59.9%	17,661	24.0%	4,899	6.7%	6,952	9.5%
Manufacturing	41,940	23,827	56.8%	7,796	18.6%	6,875	16.4%	3,442	8.2%
Total Goods Producing Industries	132,193	72,926	55.2%	27,740	21.0%	18,820	14.2%	12,707	9.6%
Service Industries									
Transportation, Warehouse, and Wholesale	68,763	45,101	65.6%	10,114	14.7%	13,566	19.7%	2,637	3.8%
Retail Trade	124,580	78,162	62.7%	28,116	22.6%	9,898	7.9%	8,404	6.7%
Finance, Insurance, Information, Real Estate, Utilities	142,659	85,929	60.2%	34,862	24.4%	8,603	6.0%	12,816	9.0%
Professional, Technical, Administration, and Management	191,849	133,188	69.4%	32,173	16.8%	14,700	7.7%	11,788	6.1%
Health Care, Education, and Social Services	170,652	118,964	69.7%	29,464	17.3%	12,527	7.3%	9,697	5.7%
Accommodations, Food Service, Entertainment, Arts	116,751	71,366	61.1%	24,607	21.1%	9,418	8.1%	11,360	9.7%
Government and Governmental Services	253,888	186,599	73.5%	18,440	7.3%	38,220	15.1%	10,629	4.2%
Other Services	74,295	49,703	66.9%	12,731	17.1%	6,002	8.1%	5,859	7.9%
Total Service Industries	1,143,437	769,012	67.3%	190,507	16.7%	112,934	9.9%	73,190	6.4%
Total Employment	1,275,630	841,938	66.0%	218,247	17.1%	131,754	10.3%	85,897	6.7%

* Calculated based on latest data available from the United States Bureau of Economic Analysis as of August 2017.

substantially less than County share of total regional employment.
 substantially more than County share of total regional employment.

Each county has a distinct employment profile that reflects its relative market strengths, weaknesses, and preferences. Yolo County generally has relative strength in Goods Producing Industries, Transportation/ Distribution, and Government Services (see Table 8). Yolo County has relative weakness in Construction, Financial/Real Estate Services, and Health Care/Education.

Table 9 compares the 2015 regional distribution of industry employment with state and national averages. The Sacramento region is primarily differentiated from the rest of the country and California by relatively low employment in goods producing industries (especially Manufacturing) and relatively high employment in service industries (especially Government).

Employment in Yolo County Government and Transportation/Distribution industries are represented at much higher rates than national and state averages while employment in Professional Services and Health Care/Education are represented at much lower rates than average. Yolo County also has relative weakness in Retail Trade, Finance/Insurance/Real Estate, and Accommodations/Food Service industries.

Table 9: Industry Share of Employment: US, California, and Sacramento Region (2015*)

INDUSTRY	United States	California	Sacramento Region Counties				Total Region
			Sacramento	Placer	Yolo	El Dorado	
Goods Producing Industries							
Farming and Resource Extraction	2.7%	2.4%	0.6%	1.0%	5.3%	2.7%	1.3%
Construction	5.2%	4.7%	5.2%	8.1%	3.7%	8.1%	5.8%
Manufacturing	6.9%	6.2%	2.8%	3.6%	5.2%	4.0%	3.3%
Total Goods Producing Industries	14.8%	13.4%	8.7%	12.7%	14.3%	14.8%	10.4%
Service Industries							
Transportation, Warehouse, and Wholesale	7.0%	7.1%	5.4%	4.6%	10.3%	3.1%	5.4%
Retail Trade	10.1%	9.2%	9.3%	12.9%	7.5%	9.8%	9.8%
Finance, Insurance, Information, Real Estate, Utilities	11.7%	12.3%	10.2%	16.0%	6.5%	14.9%	11.2%
Professional, Technical, Administration, and Management	14.6%	16.4%	15.8%	14.7%	11.2%	13.7%	15.0%
Health Care, Education, and Social Services	13.7%	13.4%	14.1%	13.5%	9.5%	11.3%	13.4%
Accommodations, Food Service, Entertainment, Arts	9.6%	10.2%	8.5%	11.3%	7.1%	13.2%	9.2%
Government and Governmental Services	12.7%	11.9%	22.2%	8.4%	29.0%	12.4%	19.9%
Other Services	5.8%	6.2%	5.9%	5.8%	4.6%	6.8%	5.8%
Total Service Industries	85.2%	86.6%	91.3%	87.3%	85.7%	85.2%	89.6%
Total Employment	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%	100.0%

* Calculated based on latest data available from the United States Bureau of Economic Analysis as of August 2017.

substantially less than US and California averages.
 substantially more than US and California averages.

Table 10 compares 2001-2015 industry employment growth for the US, California, and the Sacramento region. These growth rates underscore broad trends with respect to the location and distribution of industry employment. These broad trends include the continued shifting of employment away from goods producing industries to service industries, particularly Health Care/Education and Accommodations/Food Service, during the 2001-2015 period. These employment shifts are part of major, long-term evolutionary changes to the macro-economy and the nature of work (e.g., decline of industrial employment, rise of information employment, etc.). These evolutionary changes will continue to strongly impact the demand for real-estate products, particularly at the later time ranges of speculative development projects.

Table 10: Industry Employment Growth 2001 to 2015: US, California and Sacramento region*

INDUSTRY	United States	California	Sacramento Region	Sacramento Region Counties			
				Sacramento	Placer	Yolo	El Dorado
Goods Producing Industries							
Farming and Resource Extraction	9.4%	6.7%	5.5%	-12.2%	-2.5%	24.5%	12.1%
Construction	1.3%	0.5%	-8.6%	-5.9%	-8.3%	-22.7%	-14.3%
Manufacturing	-22.6%	-24.9%	-24.2%	-29.3%	-37.3%	9.3%	16.7%
Total Goods Producing Industries	-10.4%	-12.4%	-12.8%	-15.4%	-18.5%	2.9%	-3.2%
Service Industries							
Transportation, Warehouse, and Wholesale	14.3%	23.1%	17.5%	25.3%	32.7%	0.0%	27.7%
Retail Trade	4.9%	6.7%	7.3%	3.4%	29.3%	-2.3%	-2.4%
Finance, Insurance, Information, Real Estate, Utilities	24.0%	20.8%	17.9%	0.7%	73.1%	16.4%	66.4%
Professional, Technical, Administration, and Management	27.8%	21.2%	25.5%	26.4%	44.3%	3.9%	6.2%
Health Care, Education, and Social Services	42.2%	65.2%	71.9%	68.2%	104.6%	63.9%	49.4%
Accommodations, Food Service, Entertainment, Arts	31.1%	35.7%	31.2%	28.8%	42.1%	27.7%	27.6%
Government and Governmental Services	4.3%	2.7%	6.8%	1.9%	16.7%	28.8%	15.5%
Other Services	21.6%	24.7%	26.5%	25.4%	33.3%	24.5%	24.1%
Total Service Industries	20.8%	23.4%	22.5%	18.1%	47.8%	19.2%	24.5%
Total Employment	14.9%	17.0%	17.6%	14.2%	34.0%	16.6%	19.4%

* Calculated based on latest data available from the United States Bureau of Economic Analysis as of August 2017.

substantially less than United States and California averages.
 substantially more than United States and California averages.

Sacramento regional employment grew at approximately the same pace as the rest of California from 2001 to 2015 with generally similar industry growth distributions; the exception was regional Construction employment growth, which was far lower than the State average during this period (see Table 10). Regional employment growth was strongest in Placer County which grew at twice the regional rate (thirty-four percent (34%) versus seventeen and six tenths percent (17.6%); employment in this county grew robustly across all service industries. This performance reflects regional development trends summarized in Appendix B as well as the regional market trends that are discussed in the following section.

During this same period, Yolo County employment grew at a slightly lower rate than the regional average (sixteen and six tenths percent (16.6%) versus seventeen and six tenths percent (17.6%). Yolo County industries that outperformed state and national growth averages include Farming and Manufacturing. Yolo County industries that underperformed state and national averages include Transportation/Distribution, Retail, Finance/Insurance/Real Estate, and Professional Services.

7.1.3 Regional Real Estate Market

The region's economic center has long been moving and decentralizing away from the urban core. This movement is based on sustained regional economic growth which has been almost exclusively accommodated in suburban real-estate products at increasing distances from the urban core. This growth has historically occurred eastward with suburban development (e.g., Highway 50, Interstate 80 corridors, etc.), but is now also occurring southward and northward (e.g., Interstate 5 and Highway 99 freeway corridors, etc.). Over ninety-five percent (95%) of regional real-estate development currently occurs outside of the urban core. As described in Appendix B, this regional (and super-regional) growth is increasingly being constrained by land availability, traffic congestion, and major infrastructure requirements.

The Sacramento region has a bifurcated development pattern where the public-oriented economy is primarily centered in the urban core while the private-oriented economy is primarily located in its eastern suburbs. A regional outlier is the University of California at Davis, which is located approximately 15 miles west of the urban core. This university is a top 20 research institution (by grant dollars), serves approximately 37,000 students per year, and is one of the region's top economic engines. This node is enclaved from the rest of the region by major floodplain, agricultural lands, and development restrictions. It is loosely connected to the rest of the region by several freeway and rural road connections. This node, as a whole, has had (relatively) low development growth over the last few decades, especially the portion within the City of Davis. Nodal economic growth has been primarily stimulated by increases in university enrollment and public-private research activities.

Additional major regional economic nodes include Rancho Cordova, Folsom, and Roseville, which have substantial employment and commercial centers that serve the region; these nodes are respectively located 12, 22, and 27 miles east and northeast of the urban core. These economic nodes primarily include private-sector activities rather than governmental activities. However, many elements of this private-sector economy (e.g., health care, education, etc.) are at least partially (if not substantially) driven by government regulation and service needs. These suburban economic nodes include most of the region's corporate base, professional offices, and commercial expenditures. These nodes have been growing (and continue to grow) faster than the urban core and UC Davis area.

The region's economic nodes are almost exclusively accommodated in suburban real-estate products. Small and limited urban nodes are found in Davis, Folsom, Roseville, and other city centers within the region. Of these developments, the Davis urban node is the largest and includes parts of the UC Davis campus (but is still relatively small in comparison to the urban core). The Davis market is strongly constrained by high demand, limited development opportunities, high costs, and slow development processes. These other regional urban nodes primarily compete as niche real-estate markets that are generally distinct and differentiated from that of the urban core.

7.2 West Sacramento Market Assessment

7.2.1 Socio-Economic Profile

Although West Sacramento is relatively young as an incorporated City (1987), this geography has a long history that dates to early settlement of the region. West Sacramento's riverfront/agricultural location, adjacency to the City of Sacramento, and proximity to major inter-state infrastructure (i.e., rail lines, highways, etc.) have long positioned it as a major logistics center (e.g., warehouse, distribution, etc.). The logistics infrastructure, in turn, has attracted a portfolio of industries that rely on this infrastructure and service this infrastructure. These industries include goods production industries (e.g., manufacturing, etc.) as well as service industries (e.g., truck sales/servicing, document/mailling services, etc.). These industries primarily employ a blue-collar and grey-collar (skilled technicians) work force, as does the logistics industry. Historic residential development in (what became) the City of West Sacramento was generally oriented to meeting housing demand from this work force.

Since incorporation the City has strived to grow, improve, and diversify its economic base (see Appendix I). The City's economic base is the total productivity of its jurisdictional real-estate (i.e., GDP). This economic base is primarily derived from consumer (i.e., household) expenditures in goods and services; approximately seventy-two percent (72%) of national GDP derives from consumer expenditures. The bulk of these consumer expenditures goes to real-estate goods and services (e.g., housing, utilities, etc.).

Table 11 summarizes changes to City population, personal income, and assessed (taxable property) values between 2007 and 2017. During this period, the City population increased by eighteen percent (18%) and personal income grew by twenty-three percent (23%) (in constant dollars). These changes reflect a residential base that has been getting larger and wealthier, at least from an income

perspective. This wealth, however, has not (yet) translated into comparable growth in the City's per capita assessed values. Adjusted for inflation, Residential per capita assessed values fell by twelve percent (12%) between 2007 and 2017. Residential uses represented 57 % of the City's total assessed value in 2017.

Table 11: West Sacramento Population, Personal Income, and Assessed Values (2007-2017)

Metric	2007	2017	2007 to 2017 Growth	
			nominal dollars	constant dollars ²
Population	44,928	53,163	18%	
Personal Income	\$753,776,000	\$1,257,503,000	67%	49%
per capita	\$16,777	\$23,654	41%	23%
Assessed Value				
Residential	\$2,710,849,982	\$3,418,952,537	26%	8%
per capita	\$60,338	\$64,311	7%	-12%
Commercial	\$705,390,121	\$876,707,082	24%	6%
Industrial	\$1,014,715,715	\$1,210,252,185	19%	1%
Rural	\$372,979,759	\$462,111,815	24%	6%
Total Assessed Value	\$4,803,935,577	\$5,968,023,619	24%	6%
per capita	\$106,925	\$112,259	5%	-13%

¹ Source: City of West Sacramento Comprehensive Annual Financial Reports.

² adjusted for inflation using consumer price index.


Table 12 summarizes West Sacramento labor force and work force conditions and trends. "Labor force" is the employment base that lives in West Sacramento while "work force" represents jobs located within West Sacramento. As shown in this exhibit, the City labor force grew by seventy-two percent (72%) between 2002 and 2014 while the work force shrank by four percent (4%). Despite this performance, the City still imported 3,676 jobs in 2014 (in relation to the size of its labor force); most of this imported work force had less than a bachelor's degree in terms of educational attainment. The educational attainment profile of the labor force appears to be slightly higher (i.e., more college degrees) than that for the work force; definitive conclusions are not possible since educational attainment data is not available for twenty-two percent (22%) of the labor force and the work force.

Table 12: West Sacramento Labor Force and Work Force Conditions (2014) and Trends (2002-2014)

	2014 Labor Force		2014 Work Force		2014 Jobs Import (Export)	2002-2014 Growth**	
	Count	% of total	Count	% of total		Labor Force	Work Force
Jobs	21,221	100%	24,897	100%	3,676	72%	-4%
Jobs by Worker Age							
Age 29 or younger	4,586	22%	5,412	22%	826	21%	-13%
Age 30 to 54	12,707	60%	14,586	59%	1,879	80%	-11%
Age 55 or older	3,928	19%	4,899	20%	971	164%	48%
Jobs by Earnings							
\$1,250 per month or less	4,959	23%	5,148	21%	189	17%	-7%
\$1,251 to \$3,333 per month	6,472	30%	8,174	33%	1,702	17%	-22%
More than \$3,333 per month	9,790	46%	11,575	46%	1,785	284%	18%
Jobs by Worker Educational Attainment							
Less than high school	2,394	11%	2,954	12%	560	62%	15%
High school or equivalent, no college	3,642	17%	4,769	19%	1,127	77%	7%
Some college or Associate degree	5,481	26%	6,534	26%	1,053	80%	-1%
Bachelor's degree or advanced degree	5,118	24%	5,228	21%	110	74%	3%
Educational attainment not available	4,586	22%	5,412	22%	826	30%	-3%

* Calculated based on latest data available from the United States Census Bureau as of August 2017.

** Educational attainment growth from 2009 to 2014

 Work Force metric is significantly lower than Labor Force metric

 Work Force metric is significantly higher than Labor Force metric

Market data for 2015 to 2017 suggest that the City's work force grew faster than its labor force during this period. This performance reflects the City's (and region's) continued recovery from the Great Recession; this recovery has generally lagged behind that of other regions. According to many economic indicators, the region has only recently (2016 or 2017) recovered the market peaks from the previous real-estate cycle that concluded in 2008. This economic underperformance is part of a longer and broader trend highlighted in Table 10.

7.2.2 Industry Employment

Table 13 summarizes West Sacramento’s 2014 labor force and work force employment by industry. As shown in this exhibit and also in Table 12, the City’s work force has an industry profile that is substantially different from that of its labor force. In general, jobs in the City are more oriented to blue and grey-collar industries (e.g., manufacturing, wholesale trade, etc.) than the jobs that employ the City’s residents (which are oriented to white-collar industries). Conversely, the labor force has greater representation in white collar industries (e.g., public administration, education, etc.).

Table 13: West Sacramento Labor Force and Work Force Industry Employment (2014*)

Industry Sector	2014 Labor Force		2014 Work Force		Jobs Import (Export)	2002-2014 Growth	
	Count	% of total	Count	% of total		Labor Force	Work Force
Agriculture, Forestry, Fishing and Hunting	408	1.9%	55	0.2%	(353)	162%	189%
Mining, Quarrying, and Oil and Gas Extraction	18	0.1%	4	0.0%	(14)	6%	0%
Utilities	167	0.8%	101	0.4%	(66)	114%	3%
Construction	879	4.1%	1,302	5.2%	423	-20%	-40%
Manufacturing	1,065	5.0%	3,154	12.7%	2,089	4%	24%
Wholesale Trade	836	3.9%	3,211	12.9%	2,375	22%	-16%
Retail Trade	1,931	9.1%	2,699	10.8%	768	49%	49%
Transportation and Warehousing	626	2.9%	2,747	11.0%	2,121	1%	-37%
Information	306	1.4%	607	2.4%	301	24%	24%
Finance and Insurance	596	2.8%	347	1.4%	(249)	28%	-51%
Real Estate and Rental and Leasing	283	1.3%	512	2.1%	229	31%	76%
Professional, Scientific, and Technical Services	1,247	5.9%	1,694	6.8%	447	67%	-22%
Management of Companies and Enterprises	326	1.5%	805	3.2%	479	-20%	-67%
Administration & Support, Waste Management and Remediation	1,254	5.9%	1,117	4.5%	(137)	58%	19%
Educational Services	1,990	9.4%	920	3.7%	(1,070)	84%	-3%
Health Care and Social Assistance	2,948	13.9%	2,001	8.0%	(947)	237%	263%
Arts, Entertainment, and Recreation	359	1.7%	362	1.5%	3	9%	-20%
Accommodation and Food Services	1,867	8.8%	1,407	5.7%	(460)	81%	72%
Other Services (excluding Public Administration)	666	3.1%	1,010	4.1%	344	-1%	9%
Public Administration	3,449	16.3%	842	3.4%	(2,607)	626%	137%
Total	21,221	100.0%	24,897	100.0%	3,676		

* Calculated based on latest data available from the United States Census Bureau as of August 2017.

Work Force metric is significantly lower than Labor Force metric
 Work Force metric is significantly higher than Labor Force metric


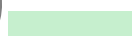
While West Sacramento experienced growth in manufacturing jobs in the 2002-2014 period, it experienced substantial jobs loss in many blue and grey-collar industries during this period (i.e., construction, wholesale trade, transportation, etc.). During this same period, the fastest growth in the labor force was for jobs in the public administration, health care, agriculture, and utility industries. Market data for 2015-2017 suggest that employment in most of the City’s blue and grey-collar industries has continued to rebound from the Great Recession, with more limited growth in white-collar industries during this period.

Table 14 summarizes West Sacramento’s 2014 labor inflows and outflows. Eighty-six percent (86%) of the City’s labor force leaves the City for work, with approximately one third of this labor outflow going to the City of Sacramento for work. In general, the City exports white-collar labor while importing blue/grey-collar labor (see Appendix P for additional detail).

Table 14: West Sacramento Labor Inflow and Outflow Characteristics (2014*)

Job Characteristics	Outflow Labor Force		Inflow Labor		Internal Labor	
	Count	% of total	Count	% of total	Count	% of total
External Jobs Filled by City Residents	18,288	100.0%				
Internal Jobs Filled by Outside Workers			21,964	100%		
Internal Jobs Filled by City Residents					2,933	100%
Workers Aged 29 or younger	3,907	21.4%	4,733	21.5%	679	23.2%
Workers Aged 30 to 54	11,044	60.4%	12,923	59.8%	1,663	56.7%
Workers Aged 55 or older	3,337	18.2%	4,308	19.6%	591	20.2%
Workers Earning \$1,250 per month or less	3,891	21.3%	4,080	18.6%	1,068	36.4%
Workers Earning \$1,251 to \$3,333 per month	5,506	30.1%	7,208	32.8%	966	32.9%
Workers Earning More than \$3,333 per month	8,891	48.6%	10,676	48.6%	899	30.7%
Workers in the "Goods Producing" Industries	1,954	10.7%	4,099	18.7%	416	14.2%
Workers in the "Trade, Transportation, Utilities" Industries	2,985	16.3%	8,183	37.3%	575	19.6%
Workers in the "All Other Services" Industries	13,349	73.0%	9,682	44.1%	1,942	66.2%

* Calculated based on latest data available from the United States Census Bureau as of August 2017.

 Significantly lower than Internal Labor metric.
 Significantly higher than Internal Labor metric.

Only twelve percent (12%) of jobs in West Sacramento are fulfilled by City residents (i.e., “internal labor”), mostly in relatively low paying jobs (see Table 14) that are not in goods production and transportation/distribution industries. The remaining eighty-eight percent (88%) of the City work force represents inflow (i.e., imported) labor from outside the City. This inflow labor is primarily concentrated in the goods production, transportation/distribution, and supporting industries. These labor flows underscore the industry employment (i.e., economy) mismatches between the City’s labor force and its work force.

Table 15 summarizes the largest employers in West Sacramento based on available jobs data. The top 20 employers provide approximately forty-nine percent (49%) of jobs in the City, assuming an estimated 2017 employment base of 26,000. The largest employers are primarily in the government and logistics (e.g., warehousing, trucking, etc.) industries, with more limited representation in other service industries (e.g., business services, health care, etc.).

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Table 15: Largest Employers in the City of West Sacramento¹

Employer	Industry	Jobs in City	Percent of Total Jobs
1 California Department of General Services	government	1,960	7.5%
2 United States Postal Service	logistics/gov't	1,605	6.2%
3 California State Teachers' Retirement System	government	1,215	4.7%
4 United Parcel Service	logistics	1,182	4.5%
5 Conduent (formerly Affiliated Computer Systems)	business services	900	3.5%
6 Washington Unified School District	government	750	2.9%
7 Raley's Supermarkets	retail	634	2.4%
8 United Natural Foods, Inc.	logistics	500	1.9%
9 Nor-Cal Beverage	logistics/manufac.	500	1.9%
10 Aetna (formerly Coventry Healthcare)	health care	400	1.5%
11 ABM	real estate services	400	1.5%
12 Hunter Douglas	manufacturing	400	1.5%
13 Walmart	retail	391	1.5%
14 City of West Sacramento	government	362	1.4%
15 Beckman Coulter (formerly Siemens)	health care	286	1.1%
16 IKEA	retail	256	1.0%
17 Farmers' Rice Cooperative	logistics/manufac.	250	1.0%
18 KOVR TV 13	communications	231	0.9%
19 Bayer CropScience Biologics	agriculture tech	200	0.8%
20 Idexx Laboratories	biotech. services	171	0.7%
TOTAL		12,593	48.4%

¹ sources: City of West Sacramento, Sacramento Business Journal, and CoStar

Approximately half of government jobs within the City are located in suburban industrial-office developments and half in urban commercial developments. Major government employers in City urban areas include CalPERS, California General Services Administration, the City of West Sacramento, and Los Rios Community College District.

Most of the City's private-sector employers are found in suburban real-estate products, primarily on the western side of the City and predmominately in industrial environments. The Raley's corporate center

in the Washington District is the largest private sector employer in the City's urban area with approximately 200 jobs and is amongst the largest such employer in the entire urban core.

7.2.4 Target Industries

The *General Plan* identifies five industries targeted as part of the City's economic development strategy: 1) the food industry, 2) green technology, 3) advanced manufacturing, 4) health-care technology, and 5) biotechnology. These target industries are part of the City's overarching economic development goal to "maintain and expand a strong, diverse, and sustainable local economy that provides abundant employment opportunities, a high quality of life, and a sound tax base".

Table 16 provides an inventory of key of West Sacramento businesses in targeted industries; many businesses have operations that span more than one target industry (e.g., Bayer CropScience, Beckman Coulter, etc.). These businesses are representative parts of a broader and more complex eco-system that is estimated to employ approximately twenty-five percent (25%) of the City's workforce. While most of the labor in these target industries is provided by a blue and grey-collar workforce, there is also a substantial presence of executive, managerial, and administrative labor in many of these businesses. Most of these businesses depend strongly on the City's logistics infrastructure and create substantial economic demand for other services within the City (e.g., industrial/business services, retail, etc.).

Table 16: Inventory of Key West Sacramento Businesses in Targeted Industries

Food Industry Hub¹	Industry Activity	Biotechnology¹	Industry Activity
Raley's Inc.	company headquarters distribution/logistics retail food sales	Beckman Coulter ² Bayer CropScience Division ² Gemini Bio-Products ² Metabolon, Inc. ² IDEXX Reference Laboratories, Inc. ²	research and development research and development research and development research and development research and development
United Natural Foods, Inc.	distribution/logistics		
Nor-Cal Beverage Company, Inc.	manufacturing/logistics		
Farmers' Rice Cooperative	manufacturing/logistics		
Nippon Shokken	manufacturing/sales		
Shinmei Co. Ltd	manufacturing/sales		
TOMRA Sorting Solutions ²	processing/sales		
Bayer CropScience Division ²	agricultural biologics		
IDEXX Reference Laboratories, Inc. ²	agricultural biologics		
TNG	logistics		
RiceBran Technologies	R&D/food processing/sales		
Core-Mark International	distribution/logistics		
Advanced Manufacturing¹	Industry Activity	Health Care Technology¹	Industry Activity
MecaSolar ²	manufacturing	Beckman Coulter ² IDEXX Reference Laboratories, Inc. ² Gemini Bio-Products ² Metabolon, Inc. ² Conduent Molecular Matrix ²	manufacturing/sales/services sales/services manufacturing/sales/services research and development business services manufacturing/sales/services
Mounting Systems ²	manufacturing		
Flowmaster	manufacturing		
Hunter Douglas Inc.	manufacturing/assembly		
TOMRA Sorting Solutions ²	R&D, manufacturing		
Mikuni Color ²	industrial ink manufacturing		
Beckman Coulter ²	equipment manufacturing		
Gemini Bio-Products ²	bio-products manufacturing		
Independent Electric Supply	manufacturing/assembly		
Molecular Matrix ²	manufacturing		
		Green Economy¹	Industry Activity
		Origin Materials Mikuni Color ² PROINSO Seeley Int'l (Integrated Comfort) Frontier Energy Wallace-Kuhl and Associates MecaSolar ² Mounting Systems ²	research & development/sales electric vehicle battery parts solar sales/distribution cooling systems manuf./sales professional services professional services solar tracking systems solar mounting systems

¹ All business activities for these companies are not necessarily part of the noted industrial cluster.
² Business activities span multiple industry clusters.

Target industries and their service providers are major consumers of industrial and flex space in the City but are relatively minor consumers of office space. The primary consumer of office space in the City is government (local, state, federal).

Of the target industries, the food industry cluster is the largest in the City. This cluster is well established within the City and spans (almost) the full cycle of food production from seed to table. This cluster includes businesses in agriculture technology and services (e.g., Bayer CropScience, TOMRA Sorting Solutions, etc.); food processing and packaging (e.g., Nor-Cal Beverage Company, Nippon Shokken, etc.); and food distribution and sales (e.g., Raley's, United Natural Foods, etc.).

The advanced manufacturing cluster is primarily defined by small and medium sized business operations that serve specialized markets and/or are oriented to late stage production (e.g., final assembly,

customization, etc.). There is an advanced manufacturing component to certain parts of business operations in many target industry clusters; this includes the manufacture of food, health-care, biotechnology, and green technology products (e.g., equipment, supplies, etc.). Advanced manufacturing facilities are almost exclusively found in industrial and flex space in the western part of the City.

The health care cluster is primarily defined by small and medium sized business operations that serve both niche and commodity markets. Many of these businesses have overlapping operations in biotechnology (e.g., Beckman Coulter, Gemini Bio-Products, etc.); some of these business operations also have research relationships with UC Davis. Health care facilities are found in industrial, flex, and office space, primarily in the western part of the City.

The biotechnology cluster is primarily defined by small and medium sized business operations that serve both niche and commodity markets (e.g., veterinary laboratory services). There is a biotechnology component to certain business operations in the food production and health care industry clusters (i.e., agricultural, veterinary, and health care biologics). Biotechnology facilities are almost exclusively found in industrial and flex space with specialized improvements (e.g., laboratories, etc.).

The green economy cluster is defined by small and medium sized businesses that generally serve niche markets and/or are oriented to late stage production (e.g., final assembly, customization, etc.). There is a green economy component to certain parts of business operations in all target industry clusters. Green economy facilities are found in industrial, flex, and office space, primarily in the western part of the City.

7.2.5 Real-Estate Markets

Residential Market

Table 17 summarizes West Sacramento housing development activity since 2000. The City has experienced substantial housing growth since 2000, with thirty-eight percent (38%) of the City's current housing stock being constructed during this period. This construction was most active in the 2000s when an average of 633 residential units were constructed each year, mostly in single-family products in the City's Southport District.

The pace of construction has slackened (so far) in the 2010s with an average of 171 units per year being constructed through 2016, roughly split between single-family and multi-family products. Most of the change of pace is due to limitations in the availability of fully entitled land in Southport. Substantial undeveloped land in this district (e.g., proposed Liberty development, etc.) is currently moving through the entitlement process, but is still years from being able to accommodate building development.

Table 17: City of West Sacramento Housing Inventory and Construction by Product Type (2000 to 2016)

	Single Family		Multi-Family		Mobile Home/Other		TOTAL
	Units	Percent of Total	Units	Percent of Total	Units	Percent of Total	
2016 Housing Inventory	13,232	67%	4,975	25%	1,508	8%	19,715
Construction Activity							
2000 to 2009	5,176	82%	1,150	18%	0	0%	6,326
annual average	518		115		0		633
2010 to 2016	645	54%	555	46%	0	0%	1,200
annual average	92		79		0		171
Total 2000 to 2016	5,821	77%	1,705	23%	0	0	7,526
as % of 2016 inventory	44%		34%		0%		38%
annual average	342		100		0		443

Sources: SACOG Regional Data Center and City of West Sacramento

West Sacramento housing competes in both suburban and urban markets. The Southport District is the primary suburban market for new residential construction within the City; most of the development activity summarized in Table 17 occurred in this district. Southport generally competes with existing and new suburban development elsewhere in the region, particularly in locations with similar socio-economics and proximity to the urban core. This market includes both single-family and multi-family products (e.g., garden apartments) that are distinct from those offered in urban environments (e.g. more parking, landscaping; lower price per square foot, etc.). Southport is approximately fifty percent (50%) built-out (see Appendix B) and has planned potential to for an additional 7,000 units of residential development.

Table 18 summarizes development of urban residential units in the City of West Sacramento, including in progress projects that will be completed by 2019. Since 2005, the City has added 1,132 urban residential units of which 707 (sixty-two percent (62%) are multi-family and 425 (thirty-eight percent (38%) are single-family products. All these units have been constructed in the Bridge District and the Washington Neighborhood. There is residential development activity in both these districts, as well as pre-development activity in the Stone Lock District (i.e., Phase 1). These locations compete for residential demand with urban and near urban areas within the greater urban core (e.g., Midtown Sacramento, Broadway corridor, etc.).

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Table 18: West Sacramento Urban Residential Development (2005 to 2019)

Year	Development	Location	Product	Units
2005	Harriet Lane	Washington District	single family	34
2007	Metro Place	Washington District	single family	58
2008	River's Side	Washington District	multi-family	29
2008-9	The Good Project Phase 1	Washington District	single family	8
2007-13	Ironworks	Bridge District	single family	187
2014	Rivermark	Bridge District	multi-family	70
2014	Capitol Yards	Washington District	multi-family	278
2015	Habitat	Bridge District	multi-family	96
2015	Park Moderns	Bridge District	single family	32
2017	West Gateway Place	Bridge District	multi-family	77
2017	Moderns on Eames Walk	Bridge District	single family	21
2018	980 Central	Bridge District	multi-family	55
2017-18	The Good Project Phase 2	Washington District	single family	27
2018	SGI Phase 3	Bridge District	multi-family	52
2019	Savoy	Washington District	single family	22
2019	SGI Phase 4	Bridge District	multi-family/single	86
Total Residential Development				1,132
<i>15 Year Average (2005 to 2019)</i>				<i>75</i>
<i>10 Year Average (2010 to 2019)</i>				<i>92</i>

Sources: City of West Sacramento and CoStar.

¹ Includes committed projects that will be completed by 2019. Does not include projects currently in pre-development and proposed for completion after 2019 (e.g., Alura, West, CA Ventures, etc.).

Since 2005, the City has averaged development of 75 urban residential units per year; since 2010, this pace has increased to 92 units per year. The City's planned urban districts have approximately 9,800 units of remaining development capacity at mid-point densities, with most of this capacity located in the waterfront districts.

Based on this capacity, buildout of the remaining urban residential will take approximately 130 years based on the 15-year construction average and 106 years based on the 10-year construction average.

Industrial Market

West Sacramento industrial space generally competes with other major industrial areas within the region and super-region. Major competitive regional locations include McClellan Park, Woodland, Natomas/Northgate, and Power Inn as well as the developing Metro Air Park adjacent to Sacramento International Airport. Additionally, West Sacramento industrial also competes with other locations within the northern California super-region, particularly those locations that are at the periphery of the Bay Area. For example, Solano County has many of the same market/positioning factors as West Sacramento and also competes for many of the same industries targeted by West Sacramento (e.g., food processing/distribution, biotechnology, etc.).

Given the region's cost disadvantages, West Sacramento only competes outside of the northern California super-region in limited industrial markets. These markets generally include those where the region has competitive advantages that off-set costs and other adverse regional competitive factors. These competitive factors include proximity to major agricultural growing areas (e.g., central valley, Napa and Sonoma County, etc.), universities and research institutions (e.g., UC Davis, etc.), logistics crossroads (e.g., interstates, etc.), governmental power (state of California), and population centers (west coast). These factors have attracted most of the industrial space users noted in Tables 15 and 16.

The West Sacramento industrial market includes approximately 18.8 million square feet of building area, primarily in medium and large-sized facilities (see Table 19). Approximately seventy-eight percent (78%) of the industrial inventory is warehouse and distribution space, twenty-one percent (21%) is manufacturing space, and one percent (1%) is specific purpose space. Eighty-eight percent (88%) of this inventory was constructed before 2001. A substantial portion of older industrial space has some functional obsolescence (e.g., access, utilities, layout, etc.) and does not generally compete with new industrial construction.

Table 19 summarizes West Sacramento industrial market performance from 2001 to 2017. During this period, the industrial inventory grew by an average of 146,085 square feet a year while maintaining generally low availability rates (i.e., less than 10 percent); availability rates include unleased (vacant) and

sub-leasable space (unused). This performance has been maintained despite annual tenant turnover which generally represents six to eight percent (6% to 8%) of total industrial inventory (i.e., annual average new occupancy of 1,088,969 square feet). Average (triple net) rent has increased at a one and nine tenths percent (1.9%) annual rate during this period, which was slightly less than the general rate of inflation during this period (i.e., consumer price index).

Table 19: City of West Sacramento Industrial Performance 2001 to 2017¹

Year	Industrial Inventory (sqft)		Availability Rate ²	Occupancy Changes (Absorption)			Average Rent (triple net)
	Total	Additions (Subtractions)		New Occupancy	New Vacancy	Net Occupancy	
2001	16,438,974		11.9%	609,419	1,006,918	(397,499)	\$3.80
2002	16,923,233	484,259	12.2%	1,043,593	676,229	367,364	\$4.22
2003	17,111,190	187,957	12.2%	1,140,435	970,638	169,797	\$4.08
2004	17,160,575	49,385	10.7%	1,277,120	987,452	289,668	\$4.27
2005	17,414,519	253,944	9.9%	1,211,379	836,779	374,600	\$4.49
2006	17,533,315	118,796	9.3%	1,307,445	1,088,450	218,995	\$4.98
2007	17,533,315	0	6.2%	1,405,215	865,466	539,749	\$5.52
2008	17,833,315	300,000	4.0%	1,402,288	740,874	661,414	\$5.55
2009	17,813,315	(20,000)	4.1%	935,529	962,889	(27,360)	\$4.66
2010	17,777,175	(36,140)	7.3%	614,153	1,215,283	(601,130)	\$4.46
2011	17,074,941	(702,234)	6.9%	777,892	1,372,671	(594,779)	\$4.90
2012	17,074,941	0	8.2%	704,494	913,005	(208,511)	\$5.21
2013	17,256,152	181,211	7.1%	1,166,727	812,768	353,959	\$5.14
2014	17,580,180	324,028	5.2%	1,214,886	581,447	633,439	\$4.87
2015	18,598,404	1,018,224	9.7%	1,333,126	1,204,855	128,271	\$4.59
2016	18,634,859	36,455	7.7%	1,075,662	674,136	401,526	\$4.65
2017	18,776,339	141,480	5.8%	1,293,106	748,414	544,692	\$5.12
Growth	2,337,365						34.7%
average	146,085	146,085		1,088,969	921,075	167,894	1.9%

¹ based on CoStar data.

² includes vacant and sublet space.

Flex Market

Flex space is a hybrid real-estate product that includes certain features of industrial and commercial development (e.g., truck access, office or retail tenant improvements, etc.). These products are specifically structured to provide flexibility and adaptability to support a range and/or mix of uses (e.g., office + light industrial, etc.). These products are generally developed at smaller scales than industrial

buildings and generally have higher construction and tenant improvement costs. Flex products are similar in some respects, to one/two story suburban office/retail buildings but are distinguished by lower flex parking ratios (higher FARs) and other development factors.

The West Sacramento flex market includes approximately 1.5 million square feet of building area, primarily in small and mid-sized sub-dividable facilities. Seventy-seven percent (77%) of this space was constructed before 2001. Exhibit Table 20 summarizes the performance of this market from 2001 to 2017. There have been no additions to the flex inventory since 2008. During this period, the flex inventory grew by an average of 16,702 square feet a year with varying availability rates.

Table 20: City of West Sacramento Flex Space Performance 2001 to 2017¹

Year	Flex Inventory (sqft)		Availability Rate ²	Occupancy Changes (Absorption)			Average Rent (triple net)
	Total	Additions (Subtractions)		New Occupancy	New Vacancy	Net Occupancy	
2001	1,256,162		7.7%	146,407	55,039	91,368	\$7.60
2002	1,335,942	79,780	11.2%	78,785	51,109	27,676	\$8.12
2003	1,367,972	32,030	13.3%	84,527	84,757	(230)	\$8.10
2004	1,430,022	62,050	9.6%	150,460	43,770	106,690	\$8.09
2005	1,430,022	0	4.9%	145,440	79,202	66,238	\$8.38
2006	1,430,022	0	4.2%	104,867	94,000	10,867	\$8.65
2007	1,440,022	10,000	5.1%	64,994	68,386	(3,392)	\$8.13
2008	1,560,097	120,075	18.0%	60,391	147,673	(87,282)	\$9.01
2009	1,560,097	0	20.0%	111,499	142,658	(31,159)	\$8.19
2010	1,560,097	0	17.4%	106,927	67,535	39,392	\$7.96
2011	1,540,097	(20,000)	17.0%	49,469	58,723	(9,254)	\$7.90
2012	1,540,097	0	15.8%	60,021	42,083	17,938	\$7.05
2013	1,540,097	0	16.8%	100,162	114,872	(14,710)	\$7.40
2014	1,540,097	0	11.4%	131,736	49,550	82,186	\$7.58
2015	1,540,097	0	15.8%	117,218	184,706	(67,488)	\$7.42
2016	1,540,097	0	15.8%	112,003	112,276	(273)	\$7.75
2017	1,540,097	0	10.1%	211,456	118,361	93,095	\$8.19
Growth average	283,935 17,746	17,746		108,021	89,100	18,921	7.8% 0.5%

¹ based on CoStar data.

² includes vacant and sublet space.

The flex space market is substantially smaller than the industrial market and is primarily oriented to small and medium space users. For industrial-oriented users, West Sacramento flex space primarily

competes as commodity space with Woodland, McClellan Park, the Power Inn area, and other nearby locations. The commodity flex market is strongly correlated with general economic (and real-estate) conditions; flex performance in these locations was especially weak during the recovery from the Great Recession.

For office-oriented users, West Sacramento flex space competes as an alternative to low cost office space in the greater urban core. Competitive markets include midtown/east Sacramento, the Natomas areas of Sacramento, and other areas radiating away from the urban core. These areas also include substantial inventories of former industrial buildings that can be potentially reused as flex space. Substantial office use in flex products is generally constrained by the relatively low parking ratios typically associated with flex products.

The Davis flex market primarily competes as a niche market given its proximity to UC Davis and strong development controls; these factors generally positioned the Davis flex market as a premium location within the region (with attendant pricing). A large component of this market is driven by public-private research and development activity related to UC Davis. Given Davis flex space constraints, some of this activity also spills over into neighboring locations (i.e., West Sacramento, Woodland, McClellan Park, etc.). This research and development activity is increasingly targeted by these locations as well as other locations within the northern California super-region (e.g., Solano County, etc.).

Office Market

The West Sacramento office market primarily competes within the greater urban core. As with the industrial market, West Sacramento only competes outside of the northern California super-region in limited office markets. These markets generally include those where the region has competitive advantages that off-set costs and other adverse regional competitive factors. These competitive factors include proximity to government power (e.g., lobbyist offices, etc.), logistics crossroads (e.g., USPS regional offices, etc.), major agricultural growing areas (e.g., sales/support offices, etc.), universities and research institutions (e.g., back office, etc.), and population centers (e.g., medical offices, etc.). These factors have attracted most of the office users to West Sacramento.

The West Sacramento office market includes approximately 2.2 million square feet of building area in a mix of small, medium, and large buildings (see Table 21). Approximately forty percent (40%) of this

inventory is urban office space that is primarily used by government entities, primarily state government. Most of the remaining office inventory in the City is included in suburban industrial business parks that also include flex space. Seventy-two percent (72%) of the City's office inventory was constructed before 2001.

Table 21 summarizes the performance of the West Sacramento office market from 2001 to 2017. During this period, the office inventory grew by an average of 38,727 square feet a year with generally shrinking availability rates since 2005. There have been no additions to the office inventory since the 2008 completion of the CalSTRS building despite vacancy rates below ten percent (10%) during the last several years. This performance is due to slow growth in government employment as well as generally weak private market demand with rents that remain substantially below levels required to support new construction, especially in urban areas. Given these factors, incremental market demand for office type space in the greater urban core has been partially accommodated in flex products and in adaptive reuse facilities (e.g., industrial buildings converted to office) rather than in new office developments. Additional office demand has also been accommodated through more intensive and efficient use of existing space (e.g., higher employment densities, tele-working, etc.).

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Table 21: City of West Sacramento Office Performance 2001 to 2017¹

Year	Office Inventory (sqft)		Availability Rate ²	Occupancy Changes (Absorption)			Average Gross Rent
	Total	Additions (Subtractions)		New Occupancy	New Vacancy	Net Occupancy	
2001	1,568,401		6.0%	388,300	23,568	364,732	\$17.37
2002	1,568,401	0	5.4%	120,811	110,077	10,734	\$17.26
2003	1,682,409	114,008	17.5%	33,338	129,064	(95,726)	\$17.99
2004	1,771,209	88,800	23.8%	56,315	95,183	(38,868)	\$19.39
2005	1,771,209	0	24.1%	190,679	195,863	(5,184)	\$17.19
2006	1,779,709	8,500	16.3%	305,550	159,715	145,835	\$18.19
2007	1,786,029	6,320	18.8%	69,317	109,120	(39,803)	\$18.68
2008	1,786,029	0	18.5%	62,138	56,746	5,392	\$21.69
2009	2,195,029	409,000	16.5%	431,073	54,271	376,802	\$20.26
2010	2,195,029	0	9.5%	292,127	137,503	154,624	\$19.90
2011	2,189,029	(6,000)	9.1%	42,351	40,879	1,472	\$20.32
2012	2,189,029	0	10.3%	26,524	52,422	(25,898)	\$19.15
2013	2,189,029	0	9.3%	52,901	30,564	22,337	\$19.86
2014	2,189,029	0	7.2%	140,712	95,621	45,091	\$20.08
2015	2,188,029	(1,000)	7.7%	85,669	97,431	(11,762)	\$18.89
2016	2,188,029	0	8.1%	61,394	70,227	(8,833)	\$20.54
2017	2,188,029	0	5.8%	65,365	14,389	50,976	\$21.63
Growth	619,628						24.5%
average	38,727	38,727		142,621	86,626	55,995	1.4%

¹ based on CoStar data.² includes vacant and sublet space.

Within the region, West Sacramento's urban office market competes directly with the City of Sacramento's urban office market. Historically, most of this competition has been for government and government-oriented uses. As the Sacramento urban economy diversifies, this competition is becoming more broad-based and is increasingly oriented to competing generally with other urban areas in other regions. Economic diversification of the urban core is currently driven more by increases in urban households and consumer spending rather than by increases in employment and business spending.

As with its flex space inventory, West Sacramento's suburban office inventory is relatively small and limited in comparison to the region's major office locations (e.g., Rancho Cordova, Roseville, etc.). This inventory and its setting reflects this market's outgrowth from the City's industrial base and its subsequent evolved status as a competitive "back office" (i.e., secondary) location for downtown

Sacramento, the Bay Area, and other higher cost office locations. This inventory is generally located in industrial environments rather than within office park environments.

Urban Commercial

Commercial space includes offices, retail/service, and hospitality facilities. Table 22 summarizes the development of urban commercial space in the City of West Sacramento, including in progress projects. Since 1997, the City has added 893,560 square feet of urban commercial space. Most of this space was developed in the Washington District, was constructed before 2010, and is currently used for government office. Some urban commercial space has also been constructed in the Bridge and Central Business Districts. Several ancillary retail developments are currently in progress as of March 2018.

Table 22: West Sacramento Urban Commercial Development (1997 to 2019)

Year	Development/Adaptive Reuse	Location	Use (last use if vacant)	Building Area
1997	Ziggurat Building	Washington District	office	319,484
2000	Raley Field	Bridge District	retail-entertainment	30,000
2002	Civic Center	Central Business District	office	64,000
2009	CalSTRS Building	Washington District	office	409,000
2009	NE 3rd/C Ancillary Retail	Washington District	café	3,500
2010	SCC West Campus	Central Business District	education	25,976
2010	Community Center	Central Business District	services	21,000
2014	630 3rd Street ²	Washington District	café	1,800
2016	Burgers & Brew ²	Washington District	restaurant	6,500
2018	West Gateway retail	Bridge District	retail or restaurant	4,000
2018	The Barn restaurant	Bridge District	restaurant	4,000
2018/19	Phase 3 SGI	Bridge District	retail or restaurant	2,200
2018/19	Parrish Garage ²	Washington District	retail	2,100
Total Commercial Development (square feet)				893,560
<i>23 Year Average Annual Development (1997 to 2019)</i>				<i>38,850</i>
<i>10 Year Average Annual Development (2010 to 2019)</i>				<i>6,758</i>

Source: City of West Sacramento and CoStar.

¹ Includes committed projects that will be completed by 2019. Does not include projects currently in pre-development and proposed for completion after 2019 (e.g., CalSTRS Tower II, Horizon Mixed-Use Project, etc.).

² adaptive reuse of existing building (conversion to commercial use).

Since 1997, the City has averaged development of 38,850 square feet of urban commercial space per year. The City's urban districts have approximately 12 million square feet of remaining commercial development capacity based on mid-point densities.

Based on this capacity and the 23-year average rate of development, buildout of planned urban commercial will take approximately 300 years.

7.3 Urban Core Market Assessment

7.3.1 Conditions and Trends

The Sacramento urban core's primary competition for real-estate market demand is with other urban areas in other regions. All the primary and dominant urban markets in the northern California super-region are in the Bay Area (e.g., San Francisco, Oakland, etc.). These Bay Area urban real-estate markets are substantially larger, broader, wealthier, and more economically dynamic than Sacramento urban markets. The San Francisco urban market, especially, is considered a premier urban market and competes internationally for real-estate activity.

The other Bay Area urban markets generally compete as differentiated alternatives to San Francisco while Sacramento generally competes as a differentiated alternative to the Bay Area. This competitive position is strongly driven by the differences in regional wealth and industry composition which create and sustain demand for urban real-estate products. As such, Sacramento currently does not have the economy to directly compete with primary urban markets, such as those in the Bay Area. Additionally, most other similarly sized regions are more economically productive and/or have more favorable cost than Sacramento (Table 10). These regional peers generally have much more dynamic urban markets than those of Sacramento.

Sacramento's urban core market includes approximately 30 million square feet of commercial space (e.g., office, hotel, retail, etc.); several thousand residential units; a substantial inventory of local, regional, and state facilities; and a large inventory of developable lands (see Appendix B). The market is primarily oriented to, and economically driven by, government uses and activities. These include various local, regional, state, and federal entities as well as the various public and private organizations that support, serve, and lobby these entities. Approximately twenty-three percent (23%) (16 million

square feet) of the region's office space is located within the urban core along with most of the region's urban residential, urban retail, and urban entertainment space.

Due to various local, regional, and macro-economic factors, the urban core is transforming from lower intensity land uses with one node in downtown Sacramento to higher intensity land uses with several development nodes throughout the urban core. As such this geography has substantial unrealized development capacity (see Appendix B), especially in comparison to current building inventories. This planned urban development, if realized, would triple the size of the urban core footprint while increasing employment by a factor of 2.5 and residents by a factor of 8. Additionally, such development will require reconstruction of substantial local and regional serving infrastructure to service this growth.

Substantial and sustained economic growth is required to realize the urban core's real-estate development objectives. Given inherent limits in the public-sector economy, most of this growth will necessarily need to be driven by private-sector users and activities. These users and activities are not currently well represented in the urban core and are primarily located elsewhere in the region (e.g., Rancho Cordova, Folsom, Roseville, etc.). The urban core has a very small and limited corporate base that is not oriented to government activities. The Raley's corporate center in West Sacramento's Washington District may be the largest private, non-government oriented office user in the urban core (with an estimated 200 jobs).

Despite long defined regional objectives to diversify the urban core economy, the urban core is still in the early stages of transforming (reverting) from a government-centered economy to an economy more oriented to private commercial-residential uses. This transformation requires that the private-sector oriented economy grow substantially faster than the government-oriented economy, a dynamic which has generally operated in the reverse in the urban core since the 1950s. This dynamic is currently changing, based on slowing growth in Government industry employment (see Table 10) and increasing market demand for urban residential products. Realizing the aggregate development objectives in the urban core will largely depend on the timing, strength, and persistence of private economy demand for urban products.

For the last several decades economic growth in the Sacramento urban core has generally been slow, limited, and uneven. Due to this performance, development of the planned Sacramento urban core is

proceeding gradually, especially in comparison to that of most MSA urban cores. Although recent years have seen an uptick in demand for certain real-estate products in the urban core (e.g., townhomes, restaurants, etc.), this recent development performance still lags that of most urban cores in similarly sized MSAs. This performance reflects the relative economic weakness of the Sacramento region and urban core. Realizing the full breadth and scope of planned urban development in the Sacramento core is not possible with current conditions and trends.

7.3.2 Urban Riverfront Sub-Market

Waterfront land, especially with urban development potential, is a rare and unique commodity which generally commands development premiums. The Sacramento riverfront contains the largest inventory of undeveloped urban riverfront lands in the State of California and is one of the largest such inventories in the United States. However, the Sacramento riverfront lands are highly fragmented and constrained by infrastructure, regulatory structures, and other factors (see Appendix B). These factors provide substantial challenges to developing the riverfront as part of one cohesive and connected urban agglomeration.

The urban riverfront area is an emerging submarket of the Sacramento urban core that is primarily differentiated by 1) its proximity to the river and riverfront open space; 2) its (relative) disconnection from downtown Sacramento (and the rest of the grid); and 3) its (mostly) new urban development forms that are generally still in early phases of development. This submarket encompasses approximately three miles of riverfront and includes the Washington Neighborhood, the Bridge District, and the Pioneer Bluff and Stone Lock Districts in the City of West Sacramento as well as the Marina, Docks, Old Sacramento, and Richards Riverfront Areas in the City of Sacramento.

This urban riverfront market currently includes approximately 1.4 million square feet of urban commercial uses, 1,900 urban residential units, and substantial undeveloped, under-developed, and de-industrializing lands. These lands are expected to support an additional 14 million square feet of commercial development and 13,000 residential units (based on mid-point development estimates). This development potential represents approximately a quarter of the urban core's remaining development capacity. Substantial urban development also capacity exists in downtown Sacramento,

the Railyards Area, interior Richards Area, West Broadway Corridor, and other areas of the urban core (see Appendix B).

Riverfront building development activity is currently focused in portions of the Washington and Bridge Districts and is generally not occurring elsewhere along the riverfront. These Districts have substantial lands available for building development, especially for commercial development. Old Sacramento is largely developed with some limited development opportunities.

The remaining riverfront areas are in various stages of de-industrialization and land development, with the City of West Sacramento areas generally further along in these processes. These processes and those of others in the urban core are producing buildable urban land faster than this land is being consumed (i.e., built upon). Nonetheless, there is strong market demand for vacant urban property, especially urban riverfront property, in this region. However, much of this demand has traditionally been oriented for speculative and/or long-term ownership rather than short-term development. These dynamics primarily reflect market conditions rather than development preferences.

Although the urban riverfront submarket is competing favorably with the rest of the urban core, it faces the same market challenges when competing outside of the urban core (i.e., structural economic weakness). However, as a submarket (primarily) based on new development, the urban riverfront submarket (along with the Railyards) has more opportunity and flexibility to address these challenges than well-established urban areas such as the downtown area. As such, these new development areas are likely best positioned to drive the diversification of the urban core economy, especially with respect to commercial development.

Please see the following link for Volume II (Existing Conditions Assessment) Appendices:

<https://www.cityofwestsacramento.org/Home/ShowDocument?id=7529>

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VOLUME III: TRANSITION STRATEGIES



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Chapter 1. Introduction

Volume III of the Pioneer Bluff and Stone Reuse Master Plan (Master Plan) summarizes the transition processes that are necessary to transform the existing land uses to the *General Plan's* urban waterfront-orientated mixed-use vision for the Master Plan area. The overall transition strategy is comprised of three linked steps: de-industrialization, land development, and building development. How these steps are implemented is both a function of opportunity and carefully considered incremental actions. When these are implemented is a function of market demand, successful private-public partnerships, good fortune, proactive actions on the part of the City and the nature of the relationship between the steps.

In the Pioneer Bluff District many of the de-industrialization processes eliminate barriers that directly impede the land development processes. There are four priority de-industrialization projects in the Pioneer Bluff District and one in the Stone Lock District. Of the four projects in the Pioneer Bluff District two of them, rail relocation and tank farm relocation, constrain the implementation of almost all land development processes in the District. Unfortunately, these two projects have substantial Citywide implications that preclude them from being managed exclusively by this Master Plan. Volume III describes these two projects, the City's corporation yard relocation project (also not managed by the Master Plan) and de-industrialization of South River Road.

In the Stone Lock District, the only priority de-industrialization project is the retrofit of the flood gate at the Williams G. Stone Locks. As discussed in Section 3.4 of Volume II, the two previously studied remediation measures would permanently separate the Sacramento River from the Deep Water Ship Channel (DWSC). This outcome is incompatible with the ecosystem enhancement standard described in Section 3.2.1 of Volume II and constrains the programming of Site 4 of the revised Central Park vision described in Section 4.5 of Volume II. As part of the Master Plan efforts, alternative remediation measures have also been studied, however, the implementation of any of the analyzed alternatives will be informed, but not managed by, the Master Plan.

The Pioneer Bluff and Stone Lock Districts (Districts) are organized in the land development strategy by sub-areas that reflect the Districts' de-industrialization dependencies and the recommended Mobility Network described in Section 5.4.5 of Volume II. The estimated building development timeframes for these sub-areas are dependent upon key de-industrialization and land development projects (e.g. rail relocation, flood protection improvements, streetcar, etc.) and market conditions. In order to achieve the Districts' development objectives (e.g. de-industrialization, public waterfront access, citywide-

serving waterfront parks and amenities, citywide-serving urban transportation systems, and dense mixed-use development) and recommended building development timelines, the land development strategy offers specific recommendations designed to: balance flood protection needs with development considerations, leverage urban parks as economic-development opportunities, utilize the flood protection and parks improvements for environmental enhancement purposes, preserve the historic character of the Districts, and flesh-out the recommended Mobility Network, its accompanying layered network and projected underground municipal utilities. These recommendations serve as the inputs for developing refined, but still preliminary, transition cost estimates, timeframes for completion of certain projects or activities.

These interwoven land-use, flood protection, parks, and transportation dependencies shape the transformation of the Districts. To manage the timing and influence of the recommended activities and projects, a conceptual investment strategy is provided. This strategy's goal is to ensure that the City's flood protection, parks and transportation infrastructure agenda proceed in a manner protects and supports the development objectives of the Districts and the larger urban waterfront areas.

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Chapter 2. Transition Strategy

2.1 Transition Processes

The process to transition the Districts from current conditions to urban waterfront development includes the following:

De-industrialization: This step refers to work efforts related to the relocation and mitigation of industrial uses and infrastructure. De-industrialization includes business relocation, demolition/remediation of industrial facilities, and adaptation of infrastructure to meet changing needs. The scope and estimated cost of these processes were conceptually summarized for the Pioneer Bluff District in Volume I and have been updated in Volume II.

Land development: This step refers to work efforts related to the formulation and implementation of various plans and agreements necessarily to create finished, developable parcels that can support urban development. Land development includes further refinement of the vision for the District, the preparation of advisory and governing land use, infrastructure, and financing plans; the execution of development agreements; and installation of backbone public facilities. The scope and estimated transition costs (i.e. de-industrialization, transportation, parks, and utility costs) of these two processes were conceptually analyzed in Section 2.6 of Volume II. Using the standards described in Volume II, additional detail regarding these projects and facilities are described in greater detail in this Volume.

Building development: This step refers to work efforts related to the design and construction of urban waterfront developments on finished parcels. Given the early stage of transition, refining the building development processes are outside the scope of this Master Plan. Only conceptual building development considerations and phasing are addressed in this Volume. Volume III discusses market engagement and positioning strategies to overcome the projected absorption timeframes discussed in Section 7.2.5 in Volume II.

For practical purposes these three strategies are artificially separated: the de-industrialization activities, such as environmental mitigation and rail relocation are direct constraints on urban land development in the Pioneer Bluff District. However, for planning purposes, they are separated because de-industrialization will continue to be incremental, project specific, and in some respects opportunistic

while the preparation of this Master Plan and the urban land development processes (land and building development) that proceed after infill property is scraped and clean are linear.

2.2 Transition Roles

The City's de-industrialization and land development processes are occurring in a regulatory environment that has been rapidly evolving over the last decade. These changes include the State of California's (State) dissolution of redevelopment agencies in 2012 and extinguishment of attendant special authorities granted to these agencies (e.g., tax increment financing, land use powers, etc.). The State has developed new regulatory approaches and mechanisms to support redevelopment activities. These changes have significant impacts on how the City can plan and implement its riverfront transition efforts.

The City historically used its Redevelopment Agency (Agency) and its associated powers to construct infrastructure that aided in the transition its industrial riverfront lands into mixed-use development. This approach utilized the special and concentrated powers afforded to the Agency to effectuate change in targeted areas. Such an approach is no longer possible given elimination of redevelopment powers and other regulatory changes. These changes require local jurisdictions to rely on traditional, less centralized approaches for redevelopment activities and necessitate that these approaches be more focused, strategic, collaborative, and consensus-based. In this respect, transition of the Districts will occur in a regulatory environment that is more constrained than previously experienced in the Bridge District and Washington Neighborhood. This reality requires the City to be more proactive and more opportunistic than what has historically required for past redevelopment efforts.

The new regulatory approaches and mechanisms available replace some powers of the former Agency. They include new tax increment financing tools, new property acquisition, sale, and lease tools that further economic development opportunities, and a replacement for the Polanco Redevelopment Act. Senate Bill (SB) 628 (2014) as amended, creates the opportunity to leverage tax increment for public capital facilities and projects of communitywide significance. Assembly Bill (AB) 806 (2016) authorizes the City to acquire, sell or lease real property for the purposes of economic development pursuant to adopted findings. AB 440 (2013) which authorizes the City to compel and oversee the remedy or removal of hazardous substance, protects the City from liability during clean-up processes, and authorizes a cost-recovery process from the responsible party.

In 2017, the City Council adopted Resolution 17-17 approving the Enhanced Infrastructure Financing (EIFD) District No. 1's *Infrastructure Financing Plan*. The provisions of SB 628 require that the City Council approve this plan prior to consideration of its adoption by the EIFD Public Financing Authority (PFA). Following the City Council's adoption of Resolution 17-17, the PFA adopted Ordinance 17-01 that adopted the *Infrastructure Financing Plan* and formed EIFD District No.1. The *Infrastructure Financing Plan* incorporates certain key policy objectives in regard to how the tax increment will be spent. These are discussed further in Section 5.3.

The City, and to a much lesser extent the Sacramento-Yolo Port District (Port), have many roles and responsibilities during these transition processes. These roles and responsibilities include the following:

Property Owner: The City and the Port own approximately 235 of the 323 acres in the Districts. As property owners, the City and the Port are two of the primary stakeholders in the Districts and have a strong economic interest in how transition will occur. The City's and Port's property interests, opportunities, and constraints overlap, but are not uniformly the same due to distinctions in public purpose and regulating authorities. While the City has a general and broad interest in municipal economic development, the Port has more specific and focused economic interests that are based on the provision of certain shipping, receiving, and storage services to industry and/or real estate asset management. These roles provide the City and Port with separate authorities with respect to how properties can be acquired, financed, assembled, managed, and disbursed according to state and federal law. Within its defined public interest, the Port generally has more flexibility with respect to its property interests, than the City.

Infrastructure Service Provider: The City provides and maintains streets and local transportation facilities; water treatment and distribution infrastructure; sewer collection infrastructure; storm drainage infrastructure; and parks and recreation facilities within its jurisdictional area. The City has historically provided these services to the Districts to support industrial uses. Transition will require the City to de-industrialize these facilities; finance and construct new facilities to serve urban development; and define new service delivery mechanisms to support this development. As part of its service functions, the Port provides oversight to certain logistics systems that serve the Port. This includes certain limited oversight of the short line railway along Jefferson Boulevard that passes through the Pioneer Bluff District and the Barge Canal.

“Business” Owner: The City operates one of the industrial businesses located in the Pioneer Bluff District, namely the City’s corporation yard on South River Road. The City uses this facility to provide public works and parks services to the entire City. This facility and its operations will need to be relocated to implement the land development standards in the Districts.

Land Use Regulator: The City is the primary local regulating authority for land use within its jurisdiction. In some cases, (e.g., flood protection, environmental remediation), the City shares or defers its authority to other regulating interests. In all cases, the City is required to coordinate and integrate all regulatory interests in its development planning and implementation. In this respect, the City is responsible for preparing land use plans that regulate the transition of the Districts.

2.3 Transition Timelines

Volume I identified a five-to seven-year timeframe (from 2014) as an aggressive yet realistic timeline for implementing business relocation in the Pioneer Bluff District. Table 1 updates and conceptually summarizes the expected transition timelines for the Districts. These timelines assume a proactive public-private approach to reuse of these properties. These timelines reflect new due diligence conducted since the approval of Volume I. While the transition is expected to be linear with respect to the development processes noted in Table 1, the pace of this transition is not expected to be uniform across all parcels in these Districts due to various land development dependences which are outlined in Section 4.3. As such, the transition of these Districts to urban waterfront uses will occur incrementally and opportunistically through the implementation of the Master Plan and derivative documents (e.g. development agreements, specific plans, capital improvement plans, etc.). See Table 1 for the expected timeframes for some of these derivative documents.

Table 1: Transition Processes Timelines by District

	Pioneer Bluff District	Stone Lock District
De-industrialization Processes		
Business Relocation	through 2023	completed
Related Demolition and Remediation	through 2028	through 2023
Improvements to Existing/Interim Public Facilities	through 2033	through 2028
Bulkhead Structure Retrofit	n/a	through 2023
Heavy Industry Relocation	through 2028	through 2028
Project Engineering and Environment Analysis	through 2023	through 2023
Related Demolition and Remediation	through 2033	through 2028
Land Development Processes		
Approval of the Master Plan	2018	2018
Complete Investment Strategy Pilot	2019	2019
Levee Improvements or Levee De-authorization	as early as 2025	as early as 2018
Memorialize building setback	as early as 2023	as early as 2018
Project Engineering and Environment Analysis	as early as 2019	as early as 2019
Form Community Facilities District	as early as 2021	as early as 2021
Development Agreements	as early as 2025	as early as 2019
Dedicate Land for Public Facilities	as early as 2025	as early as 2019
Districts’ Specific Plan	as early as 2025	as early as 2025
Finished Parcels	as early as 2028	as early as 2020
Install Backbone Public Facilities	as early as 2023	as early as 2020
Building Development	as early as 2028	as early as 2020

3.0 DE-INDUSTRIALIZATION STRATEGY

The Pioneer Bluff District remains an active industrial enclave with approximately 20 businesses and 900 employees as of 2014 (Volume I). This enclave has slowly been de-industrializing in accordance with the objectives of Land Use Policy 10 contained in the 2000 *General Plan* (see Volume I's Appendix A). The Stone Lock District, which has been owned publicly since the creation of the Port, has also been de-industrializing since 1991 when the Coast Guard Authorization Act (Public Law 102-241, House Resolution 1776, Section 34) declared that the waters east of the Port's turning basin (i.e. the Barge Canal) to the Sacramento River were no longer navigable waters of the United States.

3.1 De-industrialization Status

Volume I conceptually outlined the scope of the Pioneer Bluff District's transition activities and previewed a series of public-private transactions necessary to complete the deindustrialization of this District. These activities include industrial business relocations, facilities demolition and remediation, and interim infrastructure improvements. Many of these efforts also impact development opportunities in the Stone Lock District. Its unique circumstances have been incorporated into the overall transition efforts.

The Stone Lock District no longer contains active, industrial uses but includes some industrial infrastructure along the Barge Canal and the underground Chevron petroleum pipeline. The Barge Canal's infrastructure is associated primarily with the Stone Lock Facility: five vacant buildings, the Bulkhead Structure and associated facilities (e.g., control room, pumps, etc.). However, most of the Stone Lock District is vacant, minimally improved land. Significant portions of this district have irregular grading due to prior disposal of dredge spoils and the Chevron pipeline.

Since 2014, the City and project stakeholders have continued their Pioneer Bluff de-industrialization efforts and commenced the Stone Lock de-industrialization efforts. Major de-industrialization stakeholders and their interests are summarized as follows:

Business and Property Owner Interests: Since 2014, the City and the Port have engaged in individual de-industrialization discussions with the major property and business interests in the Pioneer Bluff District. These interests include, but are not limited to, Shell Oil, Buckeye Partners, Clark-Pacific, Clark Trucking, Ramos Oil Company, and the City's Public Works and Parks Departments. The City and these property

interests have already realized some de-industrialization (e.g., certain business relocations and interim infrastructure); are in the process of implementing other activities (e.g., Shell Oil de-industrialization and the City's corporation yard relocation); and continue to pursue remaining business and property owner de-industrialization needs.

Yolo Regional Rail Realignment Partnership: As described in Volume I, transition of the Districts requires the re-positioning of certain regional infrastructure from supporting low-density industrial uses to supporting higher-density mixed-uses. This infrastructure includes a system of industrial rail facilities within Yolo County. Physical and operational realignment of these facilities is a critical element of regional de-industrialization processes given its real-estate impacts. These impacts include constraints to real estate access, circulation, flood protection, infill development, and environmental mitigation. In recognition of the shared interests in the de-industrialization of the Yolo Regional Rail Facilities, in 2014 the Cities of West Sacramento, Davis, and Woodland; Yolo County; Port of West Sacramento; and the Sacramento Area Flood Agency initiated a cooperative (i.e., "Yolo Regional Rail Realignment Partnership") effort to assess rail realignment feasibility.

Regional Water Quality Control Board (RWQCB), California Environmental Protection Agency (CalEPA), etc.: As summarized in Section 2.1.3 of Volume II, the Districts include several properties that have had, or may have had, releases of hazardous materials. These properties will need to be remediated before they can be reused for urban waterfront uses. The clean-up standards to be applied to each type of environmental condition would, in part, be dependent upon the primary oversight agency (e.g. RWQCB and/or CalEPA). As discussed in Section 2.2 of Volume II, the City confirmed with the RWQCB that the groundwater remediation standard for the Districts will be determined by existing zoning designations for these properties. The City will continue to work with these agencies to resolve remediation issues within the District.

West Sacramento Area Flood Control Agency (WSAFCA): As discussed in Section 3.4 and 4.5.1 of Volume II, there are two recommended remediation alternatives at the Bulkhead Structure. Implementation of either would complete the de-industrialization of the navigation locks, however, because both sever the link to the Sacramento River there may be substantial unconsidered impacts. For the Districts' levees, in addition to recommended remediation measures, the recent problem identification analyses of West Sacramento levees have identified certain encroachments and penetrations from industrial uses to District levee facilities (see Volume II's Appendix I for additional

detail). The City will work with WSAFCA to pursue and implement a flood protection solution at the Bulkhead that supports recreation adaptive reuse of the Stone Lock Facility, as defined in Section and to resolve the levee encroachments and penetrations as part of the de-industrialization process.

These multi-party de-industrialization activities highlight some of the complexity inherent in making the Districts property available for reuse. These factors ensure that de-industrialization will not proceed uniformly and unilaterally across the Districts. As such, reuse of these Districts will strongly be driven by the nature and timing of de-industrialization activities.

Exhibit 1 summarizes the status of de-industrialization in the Pioneer Bluff and Stone Lock Districts. This exhibit depicts a wide range of de-industrialization needs. Properties or facilities labeled final form will require only minor or moderate modifications to confirm to the future uses but the expected to stay substantially in their current form. Properties without de-industrialization needs likely still require a minimum of work to confirm the site the align with the future uses. As shown in this exhibit, most of the Pioneer Bluff District continues to require de-industrialization while most of the Stone Lock District does not. De-industrialization needs vary across the Districts and include business relocation, facilities demolition/remediation, and resolution of interim infrastructure. Many properties have multiple de-industrialization needs. For example, de-industrialization of the fuel terminal parcels will likely require business relocations and will require facility demolitions, environmental remediation, and resolution of related pipeline infrastructure.

Exhibit 1: De-industrialization Status



3.2 De-industrialization Priority Projects

De-industrialization in the Districts will continue to be incremental and project specific. Some properties may be able to de-industrialize quickly while others will have longer time frames under more challenging conditions. The recommended de-industrialization strategy is to continue to proactively support de-industrialization efforts where possible and when possible. The recommended priority projects and associated recommended actions are summarized in Exhibit 2. The de-industrialization recommendations are functions of all the City's roles described in Section 2.2.

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Exhibit 2: De-industrialization Priority Projects



Corporation Yard Relocation: These City-owned parcels total approximately 20 acres of land of which 9 acres are currently being used by the Public Works and Parks Departments as a corporation yard. In

2015, the Port acquired a 12.4-acre site at 4300 West Capitol Avenue in a land exchange with the State, to develop for corporation yard uses. In 2016, the Port and City executed a Letter of Intent which provides a 3-year period to the City through June 2019 during which the Port agrees not to solicit or entertain offers on the property. In 2017, staff conducted a workshop with the City Council on three phasing options and related potential financing strategies for the relocation of the City's corporation to a new built-to-suit facility at the West Capitol Avenue site.

The estimated cost for the full build-out of the new corporation yard facility is approximately \$29.5 million. This cost estimate does not include the land transaction that is pending between the City and the Port. Six potential funding sources were identified to fund the construction of the new facility: City general obligation bonds, City lease revenue bonds, water revenue bonds, sewer revenue bonds, Corporation Yard impact fees and the sale of 2925 Ramco Street (i.e. the former relocation site). The City's 2015 *Water Master Plan*, approved in 2017, includes a contribution of \$3 million and the 2015 *Sewer Master Plan*, approved in 2017, includes a contribution of \$2 million generated from a sewer revenue bond issuance for the new corporation yard. In 2017, the City sold 2925 Ramco Street for \$ 3.1 million. The Fiscal Year 2018-2019 City budget appropriated \$8.5 million of the first phase of the new corporation yard.

Environmental analysis and the real estate transaction are pending and expected to be completed by the end of 2018. Following environmental clearance and transfer of the property, the recommended de-industrialization action for 2019 is the construction of the first phase of improvements of the new corporation yard facility. The recommended first phase improvements on the 4300 West Capitol Avenue site include: civil work improvements, undergrounding of utilities, paving, lighting, fencing, streetscape frontage, a street sweeper/vactor truck spoils decant facility, aboveground fueling station, portable restroom and equipment storage facilities. The estimated cost of the revised first phase improvements is \$8.5 million.

The first phase includes no occupiable buildings. The recommended timeframe for relocation of staff from the existing facility to the new site is 5 years following the completion of the first phase improvements. The recommended timeframe for the completion of the of the existing corporation yard's demolition and remediation is by 2028.

Demolition on the site exceeds the area currently being used for corporation yard activities. 11 acres of the 20-acre site are the former Wastewater Treatment Plant (WWTP) which was decommissioned in 2008, but not demolished or remediated. The former WWTP includes significant and extensive industrial facilities which will be costly to demolish and remediate (estimated in the 2015 *Sewer Master Plan* at up to \$13.4 million). Additionally, the demolition of the underground tanks, which are near the levee prism, may be challenging to permit. More information regarding the excavation limits in Pioneer Bluff is discussed in Section 4.4. Considering these potential burdens, staff has considered an adaptive reuse project for approximately 2-acres of the site where the underground vaults are located. More information regarding the potential for adaptive reuse of a portion of the WWTP is discussed in Sections 4.5.3 and 4.7.4.

Tank Farms/Petroleum Facilities: The fuel tank farms include approximately 20-acres of land that includes the Equilon Enterprises LLC (Shell Oil) and Buckeye Partners fuel terminals and related uses. Apart from rail, these facilities represent the heaviest industrial uses currently located within the Pioneer Bluff District. As discussed in Section 2.1.3 of Volume II, these petroleum facilities are also sources of significant surface and subsurface contamination. Volume II's Appendix D details the ongoing clean-up efforts of these facilities. Complete remediation of these sites is not possible until uses have been relocated and facilities demolished.

Regional relocation of all the riverfront tank farm facilities has been previously studied resulting in little progress. In 2007, a private developer prepared an Environmental Impact Report (EIR) and secured a conditional use permit from the City (which has since expired) for the construction of a new petroleum and storage facility at the Port. This proposal sought to consolidate the four existing riverfront petroleum facilities (Shell Oil, Buckeye Partners, Conoco Phillips and Chevron) into a single site. As discussed in Section 6.1.1 of Volume II the Sacramento facilities are served by Kinder Morgan- and Chevron-owned pipeline infrastructure that passes through West Sacramento.

Following the approval of Volume I, the City independently initiated de-industrialization discussions with Shell Oil and Buckeye Partners. To date, this process has yielded only the following with Buckeye Partners: sunset of Buckeye ethanol by rail permit to improve traffic safety and circulation on 15th Street; re-configuration of truck ingress/egress into the tank farms to improve traffic safety and circulation on South River Road; and interim permitting (and protection) of Buckeye facilities in the South River Road right-of-way.

In contrast, substantial progress has been made in advancing the de-industrialization of the Shell Oil facility. In 2017, the Port adopted Resolution P17-3 certifying an addendum to the *General Plan's* Program EIR and authorized the Port's Chief Executive Officer to execute a purchase and sale agreement between the Port and Shell Oil for their tank farm site in Pioneer Bluff. The terms of the agreement require facility closure/demolition in 2021 and complete clean up by mid-2025.

The timing and phasing of relocation, demolition, and remediation activities for the remaining sites could be driven by business decisions made individually by Buckeye Partners or Kinder Morgan or could be driven by various public needs. Where possible and appropriate, the City will be proactive in supporting these business decisions. However, where necessary and appropriate the City may consider or deploy other available options to advance relocation, demolition and remediation of the Buckeye Partners or Kinder Morgan site or the relocation of the other petroleum-related infrastructure.

The *Environmental Conditions Review Pioneer Bluff Redevelopment Area* (ECR) provided as Volume II's Appendix D, recommends that the City conduct due diligence on the new regulatory construct, AB 440 (2013), to compel clean-up of the sites by the responsible parties. The recommended timeframe for this investigation is 2019. Following this analysis, the ECR recommends developing a brownfield master work plan and/or project area-wide site management plan that identifies and characterizes hazardous and potentially hazardous materials from the purposes of identifying priority properties. This protocol includes additional site investigations and clean-up planning activities. In 2018, the City received a \$300,000 US EPA brownfields grant of which \$100,000 can be spent on petroleum-related activities. The recommended timeframe for completing the brownfields master work plan is 2021. Concurrent with this course, an additional de-industrialization recommendation is the creation of a dedicated funding source to fund these City endeavors. The recommended timeframe for all the petroleum-related facilities demolition and remediation in the Districts is 2033.

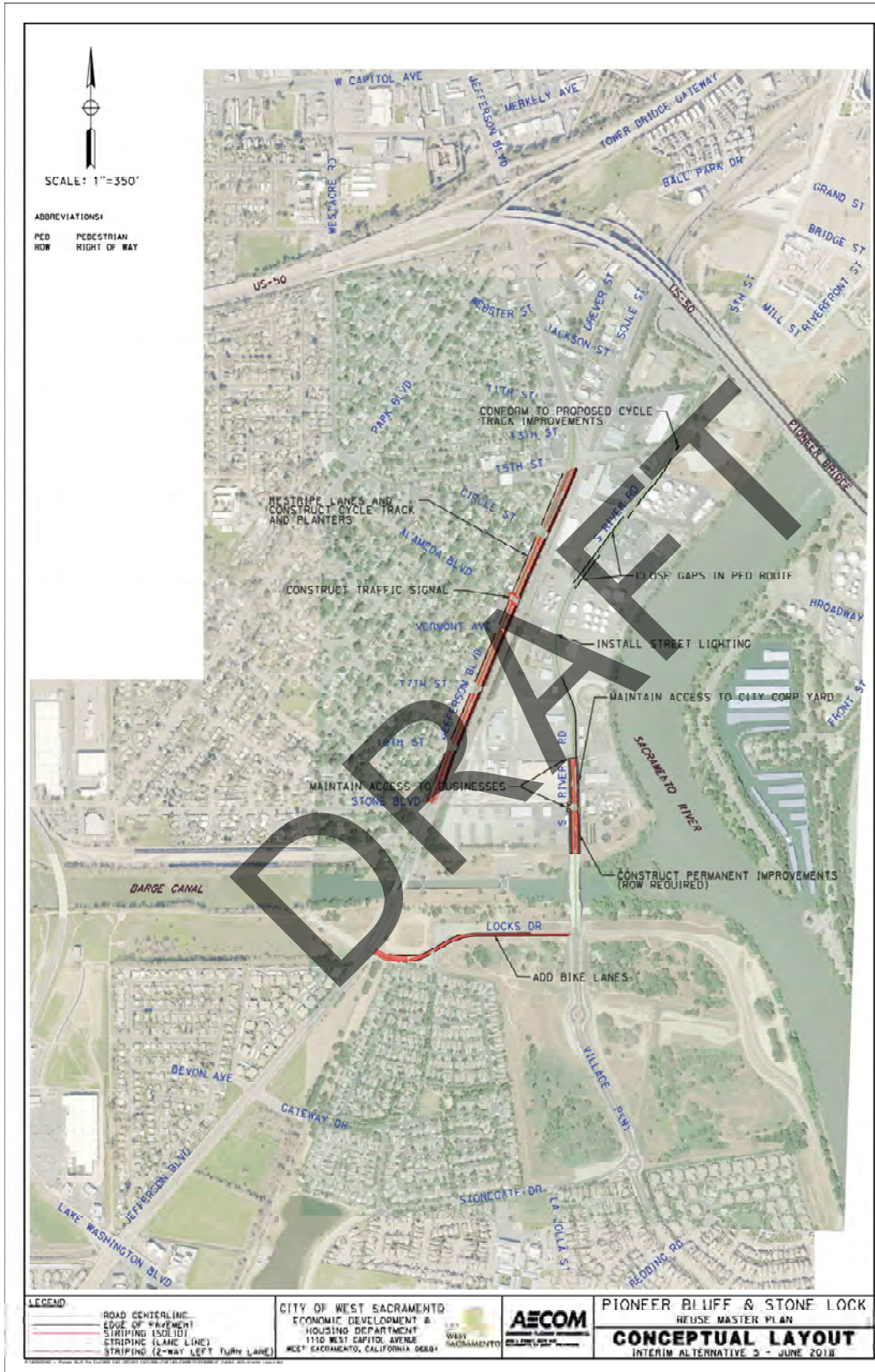
South River Road: This Pioneer Bluff District street historically served the industrial uses along the waterfront but have been evolving to serve the rest of the City. It has been de-industrializing since the opening of the Mike McGowan Bridge which connected the Pioneer Bluff District with the communities to the south. To date, the de-industrialization efforts have primarily focused on improving traffic safety and access to and through Pioneer Bluff. Improvements installed along South River Road in 2014 and 2015 include: new traffic signals and signs, intersection upgrades, formalized street parking areas, new travel lane stripings (including new shoulders), and driveway and fence improvements. Additionally, the

City has worked with local property owners to resolve right-of-way encroachment issues along South River Road and with local police to monitor traffic safety and enforce traffic rules. In the interim, this street will continue to serve the District's businesses while increasingly serving adjacent communities.

After the District is substantially de-industrialized, South River Road will be re-constructed, and portions potentially relocated to support urban development uses. Section 5.2 of Volume II described the urban standards and requirements for the reuse of South River Road. Exhibit 18 of Volume II defines the Pioneer Bluff segment of this roads as a collector. Exhibit 35 of Volume II shows the recommended Mobility Network which proposes to upgrade the street classification to a minor arterial. Full re-construction of this street is not expected before 2033 although it is recommended that certain segments of these streets should be re-constructed earlier.

The recommended phase I improvements to South River Road are shown in Exhibit 3. The recommended improvements align with the recommended Mobility Network and are flexible enough to accommodate future network changes should they occur. The recommend phase 1 South River Road improvements include full construction of the permanent improvements from the Mike McGowan Bridge to the 19th Street extension and interim streetscape improvements from the 19th Street extension to 15th Street. Additional interim improvements on South River Road are recommended. These recommended improvements include closing gaps in the pedestrian route (i.e. adding asphalt along the street frontage within the City's right of way) and adding street lighting. The estimated cost for the recommended phase I South River Road improvements is \$6.2 million. The plan sheets for South River Road's recommended first phase/interim improvements are provided in Appendix A. Th recommended timeframe for completing the phase 1 improvements to South River Road is discussed in Section 4.8.6. Exhibit 3 also shows other phase I recommended streetscape improvements for Locks Drive and Jefferson Boulevard which are discussed in Sections 4.5.1 and 4.8.6.

Exhibit 3: Phase I and/or Interim Roadway Improvements



Stone Locks Facility: As discussed in Section 2.2.1, 3.1.2, 3.4, and 4.5.1 of Volume II, the Stone Lock Facility (comprising of the area surrounding the William G. Stone Locks) is a former United States Army Corp of Engineers (USACE) navigation facility associated with the Port that was de-authorized, in part, for the City's Jefferson Boulevard widening project. In 2015, the City acquired the Stone Lock Facility and 7.25 acres of the surrounding area for public purposes from the Agency. Those public purposes include flood protection and recreation. The City efforts to complete de-industrialization of the Stone Locks Facility includes investigating the appropriate flood protection solution for the site and developing a building demolition and retrofit plan. The recreational reuse of the facility is discussed in greater detail in Section 4.5.2.

The Bulkhead Structure prevents flood waters from entering the DWSC, however, it cannot withstand the stress of a 200-year event. The two proposed flood protection solutions, described in Section 3.4 of Volume II, do not align well with the City desire to re-purpose the barge canal and Stone Lock Facility for public recreational uses. In 2018, Wood Rodgers completed the Bulkhead Alternatives Analysis Report (BAAR) which identified three additional viable flood protection solutions for the DSWC. The BAAR analyzed all viable solutions in relation to their compatibility with the recommended parks, open space and recreation corridor programming and improvements for the Stone Lock Facility detailed in Section 4.5.2 which are derived from the revised Central Park Vision described in Section 4.5 of Volume II. The BAAR is provided as Appendix B.

The BAAR analyzed five flood-protection solutions for the Stone Lock Facility: two previously-studied options, a modification to a previously-studied option, and two new options that achieve 200-year level of protection. The two-previously studied options are a 550-foot sheet pile wall with embankment fill, contained in the *General Reevaluation Report* (GRR Solution), and a retrofit of the existing Bulkhead Structure, contained in the *Alternatives Analysis Report* (AAR Solution). Exhibit 4 shows the AAR Solution. The report also considered a modified GRR Solution with four 48-inch culverts. Exhibit 5 shows the modified GRR Solution. The two new options considered are a new permanent barrier between the sector gates with four 48-inch culverts and the modification of the existing sector gate(s) both with freeboard improvements. Exhibit 6 shows the location of the flood wall solution, and Exhibit 7 shows the modification of the existing sector gate. The report identified six metrics for Master Plan compatibility: water quality, fish passage, ecosystem enhancement, recreational opportunities, historic preservation and redevelopment/urban design potential. The report analyzed the flood risk reduction

and system resiliency, the six Master Plan objectives, and the associated operations and maintenance operations and maintenance (O&M) considerations for each alternative.

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Exhibit 4: AAR Solution

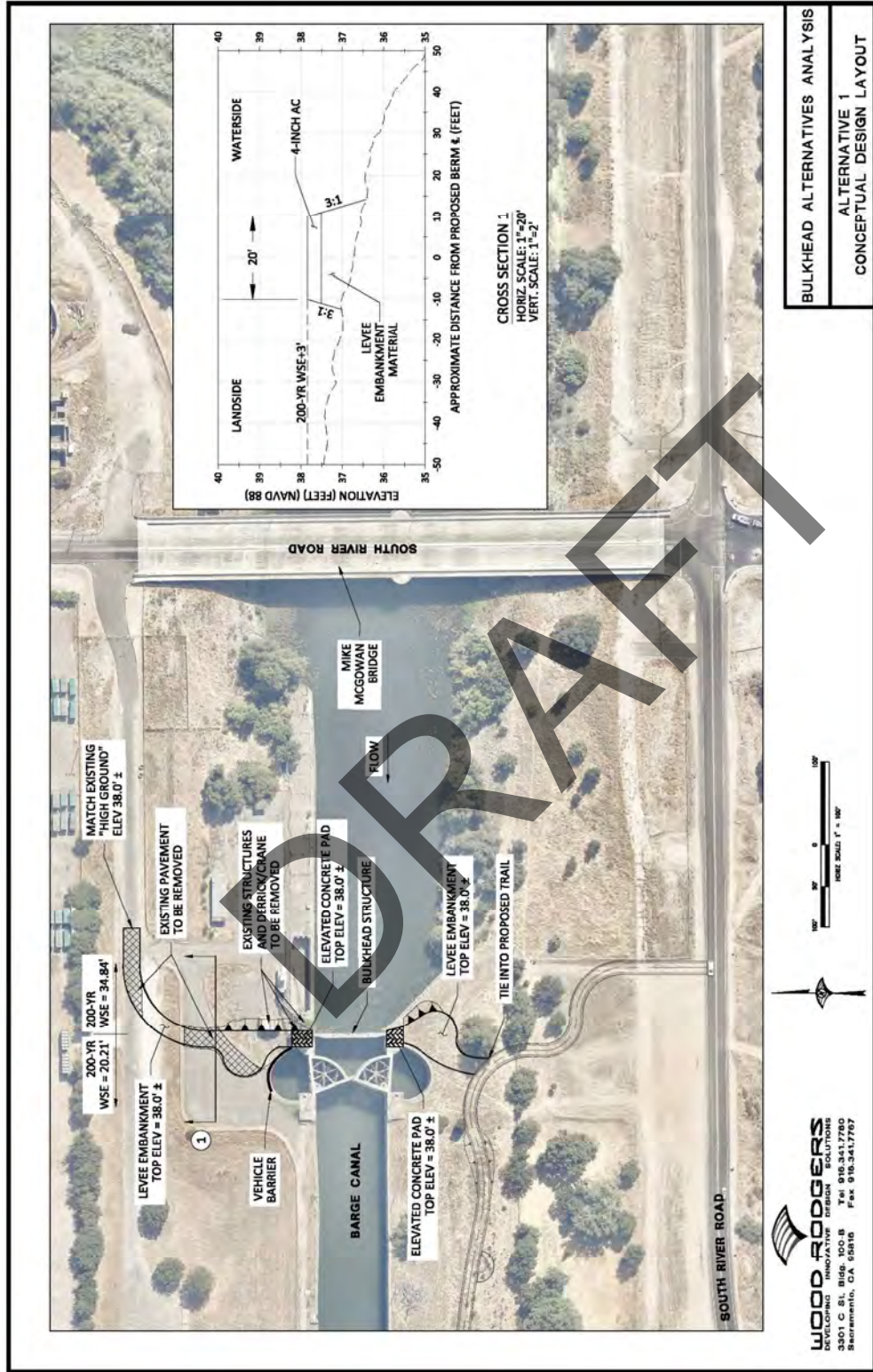
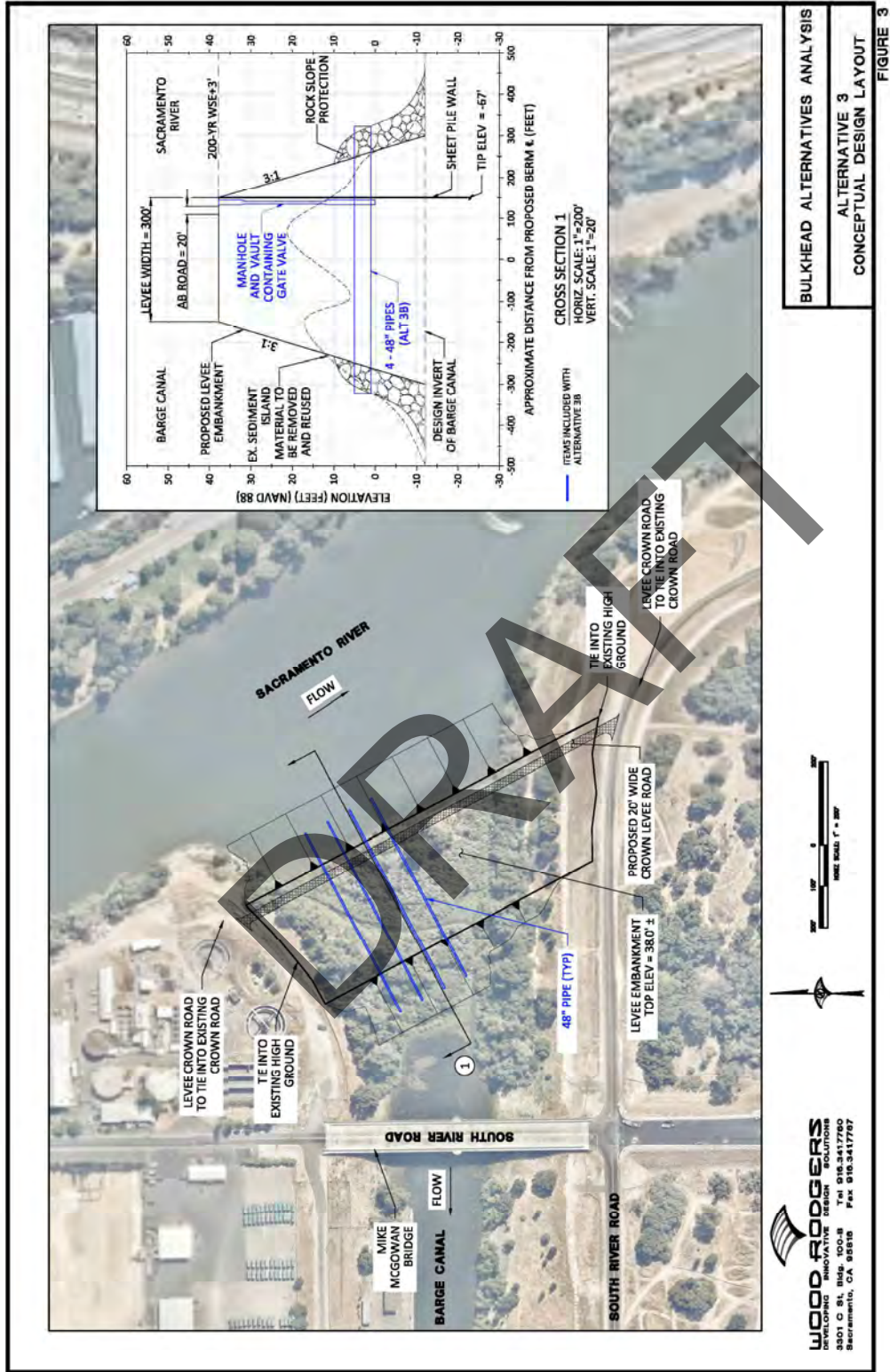


Exhibit 5: Modified GRR Solution



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Exhibit 6: Flood Wall Solution

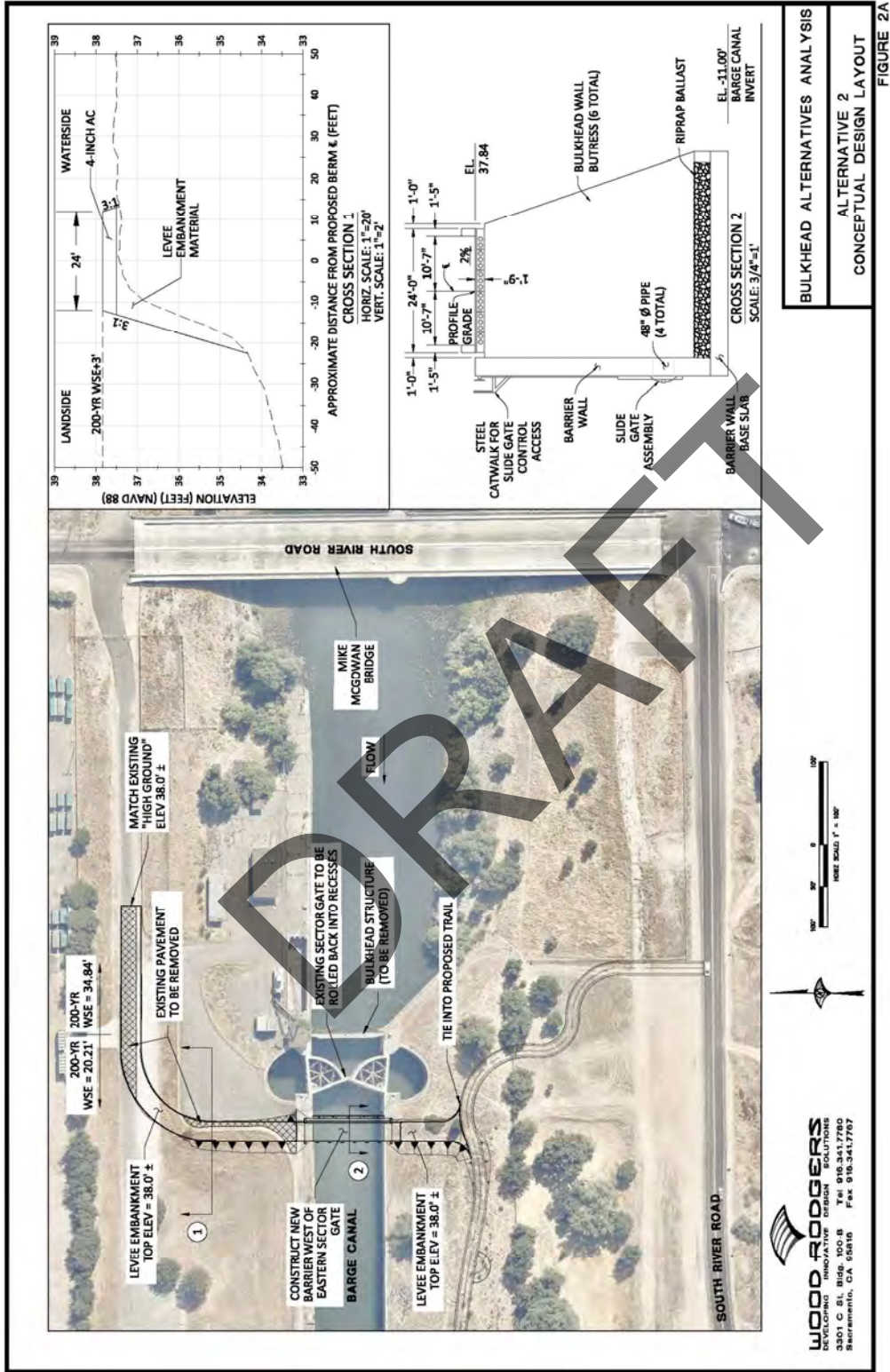
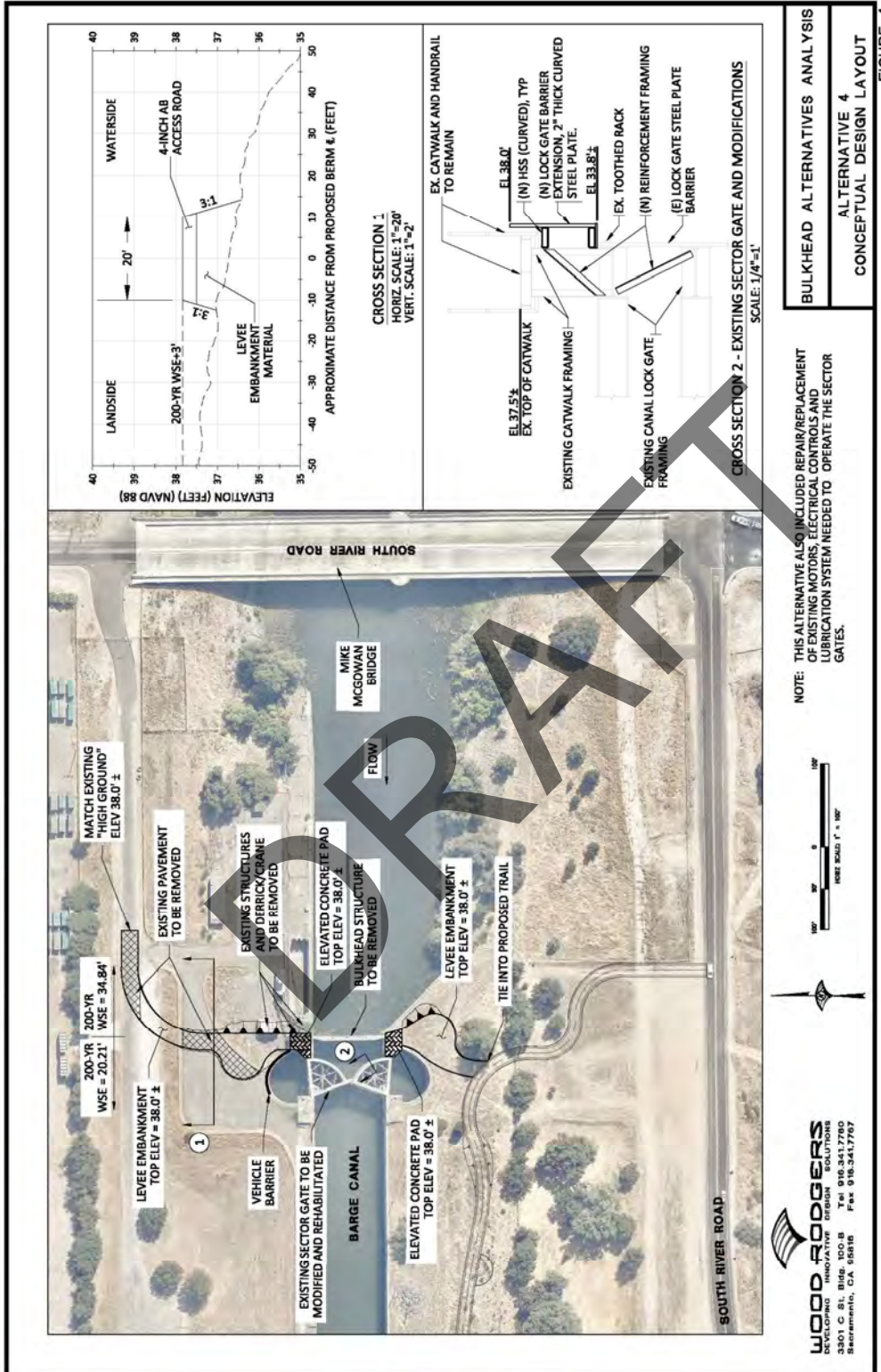


FIGURE 2A

Exhibit 7: Modified Sector Gate



+ J:\p0310527\MSFC\10671004 Pioneer Bluff Stone Lock Bulkhead\Drawings\Exhibit\Task 1\Embhd\Bulkhead Improvement\Embhd_Alt_4.dwg 10/17/2017 9:03 AM Chuck Hinton

The BAAR's conclusion and recommendations section notes that the modification of the existing eastern sector gate is the highest overall ranking alternative, while the GRR Solution is the lowest overall ranking alternative. The cost estimate for modifying the existing sector gate is \$3.9 million, while the GRR Solution cost estimate is \$43.3 million. (The modified GRR Solution to add culverts increases the cost estimate by \$1.6 million). The next highest-rated alternative is the new permanent barrier between the sector gates with four 48-inch culverts with a cost estimate of \$10.3 million.

The BAAR recommends that the two highest-ranking alternatives be further elevated to assess other relevant considerations (e.g. seepage), to refine the cost estimates and to re-assess the compatibility with the Master Plan. In lieu of the GRR Solution, the implementation of either of these alternatives could potentially result in a cost savings of \$33 million to \$39.4 million. Following this recommended feasibility analysis, the USACE would need to be consulted and the burden of demonstrating the functional equivalency of the GRR Solution would be on the City. However, neither of the two recommended alternatives are likely to trigger a formal amendment to the General Reevaluation Report (GRR) since the proposed change is relatively minor compared to the overall scope of the GRR. In 2018, BAAR's findings and recommendations were presented to the WSAFCA Board. The WSAFCA Board approved a recommendation incorporate the BAAR's recommendations into the Master Plan.

The Stone Lock Facility's upland de-industrialization activities include demolition of one structure, structural stabilization of the four remaining buildings, remediation and safety and security measures and permitting of the existing structures. Structural stabilization, building security and demolition costs are estimated at \$0.5 million. That preliminary cost estimate is provided as Appendix C. These improvements will preserve the buildings and prepare the site for reuse of these facilities consistent with the recommended parks, open space and recreation corridor programming and improvements for the Stone Lock Facility described in Section 4.5.2. Although none of the four structures recommended to remain appear on the encroachment assessment diagram in Volume II's Appendix I, consultation with the Central Valley Flood Protection Board (CVFPB) is recommended.

The recommended timeframe for completing the installation of the appropriate flood protection solution at the Stone Lock Facility, and the upland de-industrialization activities, is by 2023. The recommended timeframe for all the complete reuse adaptive reuse of the Stone Lock Facility is by 2033. More details regarding the phasing of these improvements is discussed in Section 4.5.2.

Rail Relocation: In 2014, the Cities of West Sacramento, Davis, and Woodland, Yolo County, the Port, the Sacramento Area Flood Agency initiated a cooperative effort, the Yolo Rail Realignment Partnership (YRRP), to assess region rail realignment feasibility. The regional rail relocation project is shown in Exhibit 8. The result of this collaboration was three reports delivered in late 2015 through early 2016. The first YRRP report analyzed the potential land use impacts associated with rail relocation. The second YRRP report summarized the economic impact for the one-time and ongoing activities associated with rail relocation and other direct benefits from the project (e.g. improved property values for depressed rail-adjacent properties, improved public safety, etc.). The final YRRP report introduced a phasing concept that was developed to leverage early funding opportunities.

Relocation of the rail facilities is critical to resolving fundamental development constraints in the Pioneer Bluff District. However, this District is not the only beneficiary of the relocation project. Locally, rail relocation will improve traffic operations at the intersections of Jefferson Boulevard and Stone Boulevard and Jefferson Boulevard and 15th Street. Citywide, it is essential for realizing broader City objectives (e.g., public riverfront access, etc.) and for implementing the Sacramento Area Council of Governments (SACOG) Blueprint. Following the delivery of the YRRP reports, it was determined that the City could likely proceed with the implementation of Phase 2A independently from the larger regional project.

In 2017, the City commissioned a technical analysis of the Phase 2A relocation alternatives. HDR's *Yolo Rail Realignment Project, Phase 2A Report* is provided as Appendix D. The purpose of the report was to: identify project constraints both physical and environmental, determine rail alignments that are feasible to finance, construct, and operate, conduct a technical analysis which recommends the most feasible alternative(s), advance the design of the recommended alternative, and provide guidance on how to finance and advance the implementation of the project. The report considered six Phase 2A alternatives shown on Exhibit 9 and recommended Alternative 1, the Tule Levee Alignment. The estimated major capital costs for Alternative 1 in 2016 dollars is approximately \$63 million. Following the delivery of this report, the Port Commission approved the re-allocation of rail-derived revenue for Fiscal Years 2017-18 and 2018-19, up to \$400,000 per year, from the Port Operating Fund to Port Capital Improvement Plan (CIP) for future expenditures related to rail relocation.

Exhibit 8: Yolo Rail Realignment Project

Conceptual Project Features

- 1 New railroad conceptual connection to the short-line track east of Woodland
- 2 New railcar interchange facility at intersection with UPRR mainline and short-line track
- 3 Railroad underpass beneath Interstate 5 utilizing western end span of the existing viaduct
- 4 Remove Fremont Trestle across the Yolo Bypass
- 5 Realign the short-line track, to connect to the line north of Woodland
- 6 Construct new service and storage yard near Sugarfield north of Woodland
- 7 Remove twelve (12) at-grade railroad crossings and associated track, spur line, and service and storage yard in Woodland and Yolo County
- 8 "Rail to Trails" opportunity to convert the short-line railroad to a Class 1 bike path
- 9 Remove four (4) at-grade railroad crossings, associated track, and existing wye in Davis
- 10 In West Sacramento, remove six at grade rail crossings, associated track, and existing yard at Lake Washington
- 11 Add new rail connection between UPRR mainline and Port of West Sacramento spur rail terminus
- 12 Construct new rail underpass at Interstate 80
- 13 Remove track over the Sacramento Weir and remove track to 1,800 ft north of the Weir
- 14 Removal of Mycon track in West Sacramento
- 15 New railcar interchange/storage options in West Sacramento

LEGEND

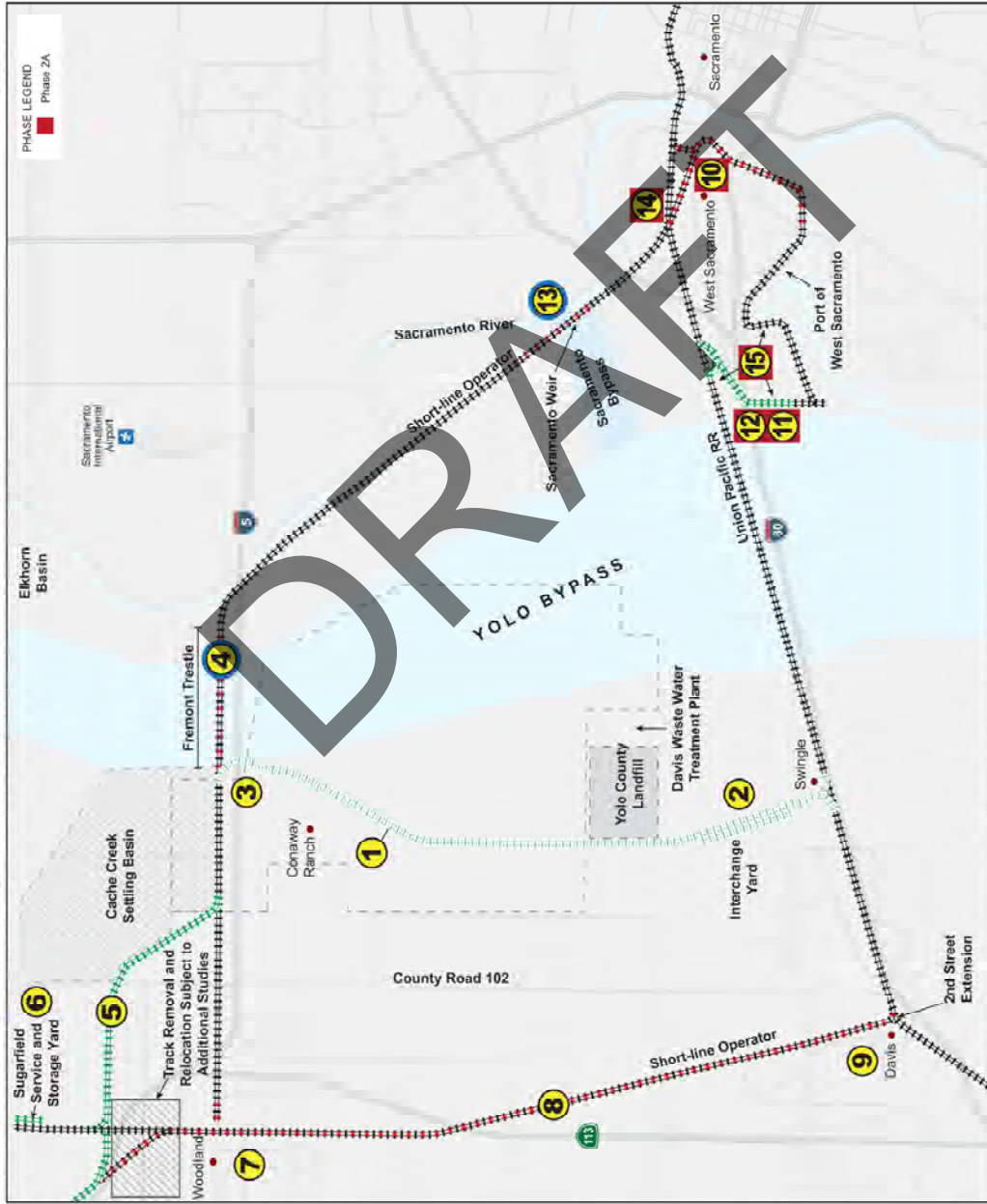
- Major Highway
- Major Road
- Railroad
- Proposed Track Options
- Track to be Removed
- Conceptual Track Option
- Flood Control Related

Scale: 1" = 1/2 Mile
Approximate scale in miles



Map 4

Yolo Rail Realignment Project - Conceptual Overview - Phase 2A



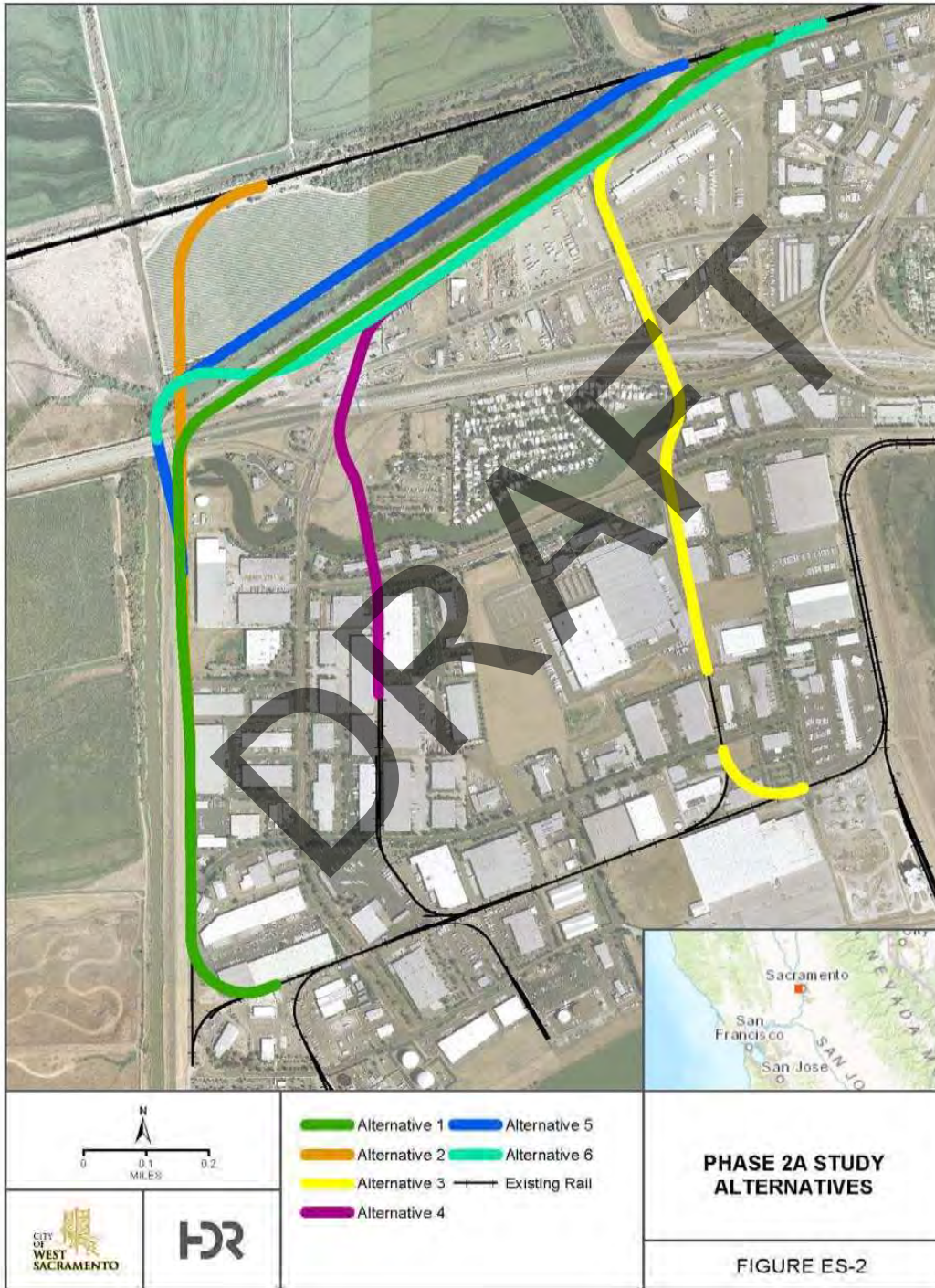
All Features Conceptual and Subject to Change

Exhibit 9: Phase 2A Study Alternatives



Yolo Rail Realignment Project, Phase 2A Technical Analysis of Alternatives – FINAL DRAFT Executive Summary

Figure ES-2. Phase 2A Study Alternatives



The City is coordinating with the California Department of Transportation (Caltrans) to design and construct a cut-and-cover under I-80 west of Enterprise Boulevard to relocate freight rail. This activity is part of a larger Caltrans effort to improve the Yolo Causeway structure with high-quality pedestrian/bicycle structures and construct bus/carpool lanes. Additionally, the City is coordinating with the Lower Elkhorn Basin Levee Setback project to realign the Tule Levee located north of West Capitol Avenue. The expected timeline for the realignment of Tule Levee is by 2025.

In 2018, the United States Department of Transportation published a notice of funding available through the Better Utilizing Investments to Leverage Development (BUILD) Transportation Discretionary Grants program. A successful application could provide sufficient funds for preliminary design and environmental clearance of the recommended alignment. The recommended timeframe for completing these tasks is by 2023. To leverage this and any other state or federal funds, the *Yolo Realignment Project, Phase 2A Report* recommended that the City explore the feasibility of establishing a Community Facilities District (CFD) to finance the new rail connection and fund the anticipated local financial commitment. During this investigation, legal, market and political opportunities and constraints will be considered. The recommended timeframe for this feasibility analysis is 2019. The Fiscal Year 2018-2019 City budget appropriated \$200K for the next phase of engineering and environmental review of preferred alignment option for West Sacramento segment of the Yolo Regional Rail project. This will match a \$150,000 contribution by the Port. The recommended timeframe for completing the Phase 2A project is by 2028.

3.3 Other De-industrialization Efforts

Volume I's recommended action plan included activities to generally engage the Pioneer Bluff District's businesses and owners in early transition planning and to solicit input regarding early de-industrialization opportunities and challenges. These initial efforts highlighted a range of stakeholder expectations for transition processes. Some stakeholders are well positioned to de-industrialize and reuse their properties according to the transition timelines shown on Table 1 while other stakeholders have significant de-industrialization challenges that may require a more extended timeline for transition to occur. These factors underscore the expectation that transition of Pioneer Bluff and Stone Lock will not occur uniformly or all at once. Rather, transition of these Districts will be opportunistic, phased, and the result of a sustained public-private implementation process.

To complete the timely de-industrialization of all the Districts, the City, likely in coordination with the Port, may need to act as a master developer and equity partner. This participation includes City leadership, staff, and other resources (e.g., regulatory authorities, technical resources, and relationships). This may also include project financing under certain conditions. At this time, the complete extent of the City's participation needed to substantially complete de-industrialization in the Districts is unknown.

To support the City into transitioning into a more proactive role, the following activities are recommended: developing performance standards for those private parties seeking public assistance and developing a brownfield remediation toolbox. These recommended performance standards could serve as a template for deal terms. They could outline the regulatory and process requirements for demonstrating that a parcel has completed all necessary and contractually obligated de-industrialization processes and is ready for land development in exchange for public participation. These standards are intended to provide District property owners and businesses with a clear understanding of de-industrialization requirements and land planning pre-requisites that are expected in exchange for public assistance. The City will use a portion of the \$300,000 US EPA grant it received in 2018 to develop a brownfield remediation toolbox.

In order to incentivize the private sector to de-industrialize in accordance with the City's timeline, the following activities are recommended for investigation: developing a regulatory construct that would permit interim economic non-industrial transitional uses (e.g. open air markets, etc.) and explore developing a fee credits program for past industrial uses (using Volume I baseline year of 2014) to offset future impact fees.

The recommended timeframe for completing these other de-industrialization activities is by 2023.

4.0 LAND DEVELOPMENT STRATEGY

Volume II contains the City's land use vision for the District and the reconciled flood protection, parks and open space, and transportation systems that serve the desired real estate outcome. The following nine sections describe specific recommendations for the next twenty-plus years, with particular detail provided for activities and projects that are recommended to occur in the next ten years. Together they comprise the recommended land development strategy which seeks to proactively prepare for building development where possible and when possible. The land development strategies recommendations are functions of the City's role as an infrastructure service provider and land use regulator described in Section 2.2.

4.1 Districts' Development Program Scenarios

Table 2 summarizes the recommended the land development programs for the Pioneer Bluff and Stone Lock Districts. These scenarios are defined in Section 2.5.1 of Volume II and represent full build out. The recommended target development program refines the conceptual baseline development program used Section 2.6 of Volume II in the following ways: it modifies the equal residential and commercial land-use split used in the *General Plan* to reflect to more likely 70/30 residential and commercial land-use split, (i.e. seventy percent (70%) residential and thirty percent (30%) commercial), based on Volume II's market conditions assessment, and it incorporates the District's preferred building setbacks (which better balance flood protection needs and real estate development, but are not as favorable as the Bridge District's building setback), the recommended parks, open space and recreation corridor programming and improvements described in detail in Section 4.5, and the recommended Mobility Network discussed further in Section 4.8. The recommended target development program will serve as the basis for updating the urban waterfront land value for a future and more refined round of land development economic analyses (i.e. a future update and refinement of the conceptual land development economics discussed in Section 2.6).

Table 2: Development Program Scenarios

	Development Program Scenarios			Notes
	Minimum	Target	Maximum	
Building Development (sqft)				
Riverfront Mixed Use (RMU)				
Residential Uses	3,451,875	4,602,500	5,753,125	1,250 sqft/unit mostly office, some retail
Commercial Uses	1,985,550	2,647,400	3,309,250	
Total RMU	5,437,425	7,249,900	9,062,375	based on est. net parcel area
<i>Average FAR</i>	1.65	2.21	2.76	
Neighborhood Mixed-Use (MU-NC)				
Residential Uses	2,252,250	3,003,000	3,753,750	1,500 sqft/unit office and retail
Commercial Uses	752,063	1,002,750	1,253,438	
Total MU-NC	3,004,313	4,005,750	5,007,188	based on est. net parcel area
<i>Average FAR</i>	0.77	1.02	1.28	
Total Building Development	8,441,738	11,255,650	14,069,563	
<i>Average Net FAR</i>	1.17	1.56	1.95	
Open Space and Recreation (acres)				
Blue-ways	21.8	21.79	21.8	per the Master Plan
Open Space	49.3	49.3	49.3	per the Master Plan
Neighborhood Parks	8.6	8.6	8.6	per the Master Plan
Regional Parks	15.4	15.4	15.4	per the Master Plan
Total Open Space and Recreation	73.3	73.3	73.3	

4.2 Districts' Neighborhoods

Due to many factors as noted throughout Volume II development in the Pioneer Bluff and Stone Lock Districts will not be uniformly distributed. Rather, development will be organized via a series of

neighborhoods that define geographic areas of similar character and intent. Exhibit 10 summarizes a recommended delineation of neighborhoods in the Districts. This delineation is based on the future flood protection, parks and open space and transportation facilities described in Volume II, the de-industrialization projects outlined in Section 3.2, and outreach efforts with project stakeholders. These neighborhoods will serve as the basis for the development phasing discussed in Section 4.3. These neighborhoods will also serve as the basis for further allocating the Districts entitlements. Table 3 contains the recommended neighborhood allocations for the target development scenario. The use of these neighborhood entitlements for public facility development, consistent with standards discussed in Section 2.5.1 of Volume II, are discussed in greater detail in Section 4.8.6 and 4.9.

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Exhibit 10: District Neighborhoods

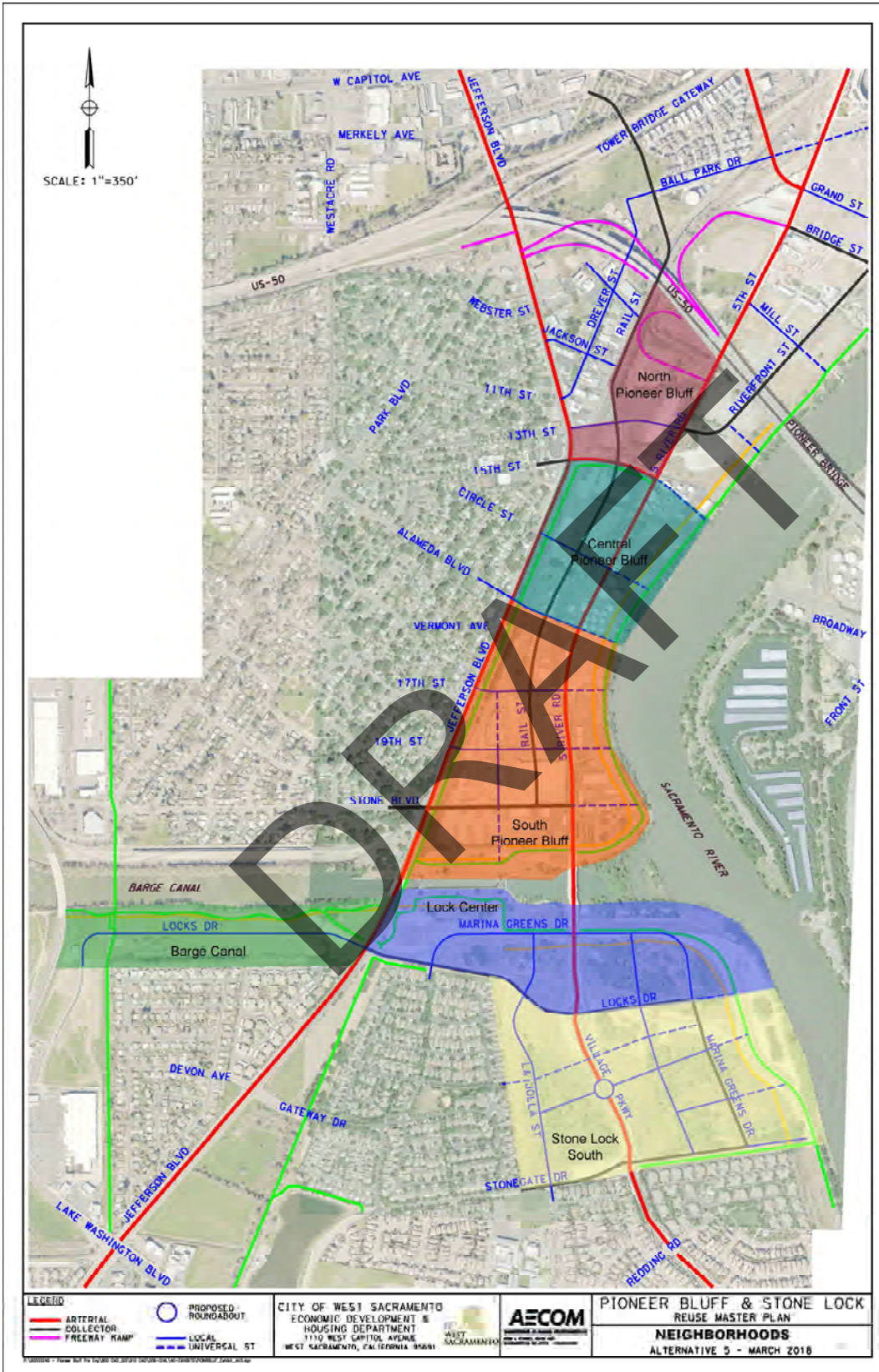


Table 3: Neighborhood Target Development Program Allocation

Neighborhoods	Developable Net Acreage	Commercial sqft	# Res Units	Residential sqft	Total sqft	Net FAR
North Pioneer Bluff	11.4	511,151	0	0	511,151	1.03
Central Pioneer Bluff	22.5	1,320,260	869	1,085,625	2,405,885	2.46
South Pioneer Bluff	42.8	815,990	2,814	3,516,875	4,332,865	2.32
<i>Pioneer Bluff Sub-total</i>	76.7	2,647,400	3,682	4,602,500	7,249,900	2.17
Barge Canal	15.0	24,903	300	450,000	474,903	0.73
Lock Center	23.8	576,083	449	673,500	1,249,583	1.21
Stone Lock South	51.1	401,765	1,253	1,879,500	2,281,265	1.03
<i>Stone Lock Sub-total</i>	89.8	1,002,750	2,002	3,003,000	4,005,750	1.02
<i>Districts Total</i>	166.6	3,650,150	5,684	7,605,500	11,255,650	1.55

4.3 Neighborhood Development Phasing

Some neighborhoods in these Districts are well-positioned to support early development while other areas face significant de-industrialization and/or land development challenges. This condition will shape the phasing of development in the Districts. As described in Volume I, the primary challenges to reuse of these districts relate to the delineation of buildable land and provision of access and circulation to serve planned development. The development program allocation and the following conceptual building development phasing assumes that the buildable land and access and circulation dependencies described below will be resolved in a manner that generally adds real estate value and thoughtfully balances public and private interests. Many of the projects listed as the Districts' phasing dependencies in this section will not be managed by this Master Plan. Instead, the recommendations contained in Sections 4.4 through 4.9 are designed to inform these independent processes while supporting the Districts' development objectives.

Buildable Land Dependencies

Table 4 summarizes many of the key development dependencies and expected resolution processes related to the completing the envelope of buildable land for each neighborhood. These dependencies highlight critical transition processes and their relationship to buildable land in the Districts and inform the expected building development timing for each neighborhood; these dependencies do not include

consideration of parcel level activities such as business relocation; demolition/environmental remediation; land assembly; and other project-level development processes.

Table 4: Key Development Dependencies for Delineating Buildable Land

Neighborhoods	Flood Protection (by 2025)	(by	Sensitive Habitat (by 2025)	Rail Relocation (by 2028)	Highway 50 Reconstruction (by 2028)
North Pioneer Bluff	Levee improvements <u>OR</u> De-authorization ¹		Riparian habitat within the floodplain	Removal could add approximately 100-feet of buildable land	May add or remove buildable land
Central Pioneer Bluff	Levee improvements <u>OR</u> De-authorization ¹		Riparian habitat within the floodplain	Removal could add approximately 100-feet of buildable land	No impact
South Pioneer Bluff	Levee improvements <u>OR</u> De-authorization ¹		Riparian habitat within the floodplain	Removal could add approximately 100-feet of buildable land	No impact
Barge Canal	Levee improvements <u>OR</u> DWSC Closure Structure ²		Riparian habitat within the floodplain, Heritage-sized Valley Oaks, Elderberry Bushes, and Swainson's hawk habitat	No impact	No impact
Lock Center	No improvements required for existing high ground (high ground is variable depending upon the Bulkhead Structure alternative implemented) <u>AND</u> Levee improvements <u>AND</u> Remapping of Zone A FEMA Designation with Citywide remapping ³		Riparian habitat within the floodplain, Heritage-sized Valley Oaks, Elderberry Bushes, and Swainson's hawk habitat	No impact	No impact
Stone Lock South	Remapping of Zone A FEMA designation with Citywide remapping ³ ; No levee improvements required due to RM 57.2 Project Levee		Riparian habitat within the floodplain, Heritage-sized Valley Oaks, Elderberry Bushes, and Swainson's hawk habitat	No impact	No impact

¹See Section 4.6.1 for additional information regarding levee de-authorization

²See Section 4.3.1 for additional information regarding the DWSC closure structure

³See Section 4.4.1 for additional information regarding the Zone A alternation process for the Stone Lock District

Access and Circulation Dependencies

Table 5 many of the key development dependencies and expected resolution processes related to completing the access and circulation systems in support of the Districts development objectives. These dependencies are based on the recommended Mobility Network, which addressed several regional transportation projects, partially or wholly, within the Districts' boundaries. These regional transportation projects are significant because, as estimated in Section 2.6 of Volume II, they account for over two-thirds of the total transition costs and will serve much broader real-estate geographies that those of the Districts. These regional transportation projects are summarized as follows:

New Sacramento River Crossings: As described in Section 5.1.1 and 5.2.2 of Volume II, various joint documents of the Cities of Sacramento and West Sacramento identified two potential bridge locations for the Districts: one in the Pioneer Bluff District and one in the Stone Lock District. The recommended Mobility Network provides sufficient capacity for, and integration with, the Pioneer Bluff District's bridge (i.e. Broadway Bridge) and can accommodate either a bicycle and pedestrian bridge or a bicycle, pedestrian and transit bridge connection in the Stone Lock District.

Highway 50 Ramps Re-construction: The South River Road and Jefferson Boulevard on-ramps to Highway 50 are located within and adjacent to the Pioneer Bluff District. These ramps generally serve West Sacramento and substantially organize traffic flows to and through the Districts. These ramps have been identified by Caltrans for re-construction due to certain deficiencies. Reconstruction plans have been conceptually defined, but implementation is uncertain and may impact traffic patterns and other development performance for this portion of the Districts. The recommended Mobility Network provides sufficient capacity for the eastbound on-ramp to remain in the Pioneer Bluff District.

Riverfront/South River Road Streetcar Extension: South River Road is assumed to operate as a transit-oriented corridor, including streetcar, along its entire length through the Districts. The segment through the Districts would extend the current terminus of the, planned but not yet constructed, Riverfront Street streetcar line southward from the Bridge District in the Stone Lock District. See Section 4.8.2 and 4.8.6 for additional information regarding the recommended Streetcar route.

These regional transportation dependencies, combined with rail relocation and local infrastructure, are essential components of the recommended Mobility Network which is designed to provide access and circulation to and within the Districts. Their relationship to each other and the overall system inform the

likely building development timing for each neighborhood. Rail relocation and the installation of key local streets are necessary for the initial round of finished parcels. It is likely that a Broadway Bridge and streetcar are not necessary until later phases, however, both may likely be required to achieve build-out of the target development program. These assumptions are reflected in Table 5. It is recommended that the timing of these two projects in relationship to development capacity be investigated further. Section 4.8.6 includes additional discussion regarding the timing of the Broadway Bridge and streetcar.

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Table 5: Key Development Dependencies for Providing Access and Circulation

Neighborhoods	Rail Relocation (by 2028)	Broadway Bridge (2030)	Streetcar (2033+)	Local Streets (2023+)
North Pioneer Bluff	Removes direct obstacle for implementation of the recommended Mobility Network	Requires additional N/S roadway capacity included in the recommended Mobility Network; provides additional direct connectivity	Pursuant to the recommended Mobility Network, directly serves the neighborhood	Pursuant to the recommended Mobility Network, moderate improvements required
Central Pioneer Bluff	Removes direct obstacle for implementation of the recommended Mobility Network	Requires additional N/S roadway capacity included in the recommended Mobility Network; provides additional direct connectivity	Pursuant to the recommended Mobility Network, directly serves the neighborhood	Pursuant to the recommended Mobility Network, significant improvements required
South Pioneer Bluff	Removes direct obstacle for implementation of the recommended Mobility Network	Requires additional N/S roadway capacity included in the recommended Mobility Network; provides additional direct connectivity	Pursuant to the recommended Mobility Network, directly serves the neighborhood	Pursuant to the recommended Mobility Network, significant improvements required
Barge Canal	Removes indirect obstacle for implementation of the recommended Mobility Network	Requires additional N/S roadway capacity included in the recommended Mobility Network; provides additional indirect connectivity	Pursuant to the recommended Mobility Network, indirectly serves the neighborhood	Pursuant to the recommended Mobility Network, minor improvements required
Lock Center	Removes indirect obstacle for implementation of the recommended Mobility Network	Requires additional N/S roadway capacity included in the recommended Mobility Network; provides additional indirect connectivity	Pursuant to the recommended Mobility Network, directly serves the neighborhood	Pursuant to the recommended Mobility Network, moderate improvements required
Stone Lock South	Removes indirect obstacle for implementation of the recommended Mobility Network	Requires additional N/S roadway capacity included in the recommended Mobility Network; provides additional indirect connectivity	Pursuant to the recommended Mobility Network, indirectly serves the neighborhood	Pursuant to the recommended Mobility Network, significant improvements required

Tables 6 contains the overall neighborhood development phasing based on the dependencies noted in Tables 4 and 5. This phasing strategy is intended to provide an implementation-oriented perspective on when and where building development is expected to occur. Such development can only begin if transition processes have successfully delivered finished resulting in infrastructure-served parcels that are ready for building construction. The timeframes noted in Table 6 define expectations on when such finished parcels can realistically be produced based on transition processes occurring within the Districts. These timeframes are not prescriptive nor intended to constrain opportunistic development that is able to resolve dependencies quicker than that expected in Table 6. Building development phasing will depend strongly on market conditions after land development is substantially completed.

Table 6: Development Phasing Strategy and Summary Dependencies

Neighborhoods	Earliest Finished Parcels	Summary of Phasing Dependencies
North Pioneer Bluff	by 2030	Flood protection improvements, rail relocation, Hwy-50 reconstruction, and Rail and Riverfront Streets construction
Central Pioneer Bluff	by 2030	Flood protection improvements, fuel terminals/pipeline relocation and remediation, rail relocation, Rail and Circle Streets, Alameda Boulevard, and South River Road construction
South Pioneer Bluff	by 2030	Flood protection improvements, Corp Yard relocation, rail relocation, Rail, 17th, and 19th Streets, Stone Boulevard and South River Road construction
Barge Canal	by 2025	Flood protection improvements, habitat survey and mitigation, and Locks Drive construction
Lock Center	by 2025	Flood protection improvements, FEMA remapping habitat survey and mitigation, and Locks and Marina Green Drive construction
Stone Lock South	by 2030	FEMA remapping, habitat survey and mitigation, and Marina Green Drive and other local streets construction

The realization of these dependency projects is anticipated to take many years. Full buildout is not expected for twenty to twenty-five years following their resolution. This development phasing strategy places the full build out beyond the current City’s *General Plan* horizon (2035). Table 7 shows the how the recommended target development program allocations occur within, and outside, the *General Plan’s* horizon based on the development phasing strategy and summary dependencies.

Table 7: Target Development Program's 2035 and 2055 Allocations

Neighborhoods	2018-2035				2036-2055			
	Jobs	Commercial sqft	# Res Units	Residential sqft	Jobs	Commercial sqft	# Res Units	Residential sqft
North Pioneer Bluff	2,210	773,577	0	0	3,772	1,320,260	869	1,085,625
Central Pioneer Bluff	246	85,953	0	0	1,460	511,151	0	0
South Pioneer Bluff	1,637	573,020	1,945	2,431,250	2,331	815,990	2,814	3,516,875
Barge Canal	71	24,903	300	450,000	71	24,903	300	450,000
Lock Center	925	323,733	84	125,832	1,646	576,083	449	673,932
Stone Lock South	427	149,415	400	600,000	1,148	401,765	1,253	1,878,900
Total	5,516	1,930,600	2,729	3,607,082	10,429	3,650,150	5,684	7,605,332

4.3.1 Other Phasing Dependencies

In addition to the projects listed in Tables 4 and 5, an Enterprise Bridge and/or a DSWC closure structure, as separate projects or a combined project, would impact the extent of buildable land and access and circulation in the Districts. The levee in the Barge Canal Neighborhood is the flood control feature without a DSWC closure structure. If a DSWC closures structure is installed, the preferred building setback, discussed in Section 4.4, would not be required. It is possible that under that scenario development could occur approximately 20-feet closer to the water's edge which adds approximately 0.75 acres of developable land the Barge Canal Neighborhood.

An Enterprise Bridge would reroute a portion of traffic that is using Jefferson Boulevard, and likely to a lesser unknown extent South River Road. According to a 2015 technical memorandum prepared by DKS Associates to accompanying the *General Plan's* Appendix D, the addition of the Enterprise Bridge removes approximately 2,500 daily trips along Jefferson Boulevard. Removing these trips from the Jefferson Boulevard segment in the Districts would help relieve some congestion on Jefferson Boulevard. This extra capacity could help offset some of the delays that higher-quality connections between the Pioneer Bluff District and Old West Sacramento Neighborhood might induce. Exhibit 11 shows the general trend of traffic flows shifting west from multiple roadways, including the Districts portion of Jefferson Boulevard with the addition of the Enterprise Bridge. Impacts to Village Parkway

(east of Jefferson Boulevard) and South River Road were not capture in this analysis because the Mike McGowan Bridge and the Districts portion of Village Parkway were not segments present in the traffic model.

Exhibit 11: Volume Change – Enterprise Bridge

General Plan Impacts with Enterprise Bridge
 March 25, 2015
 Page 2 of 8

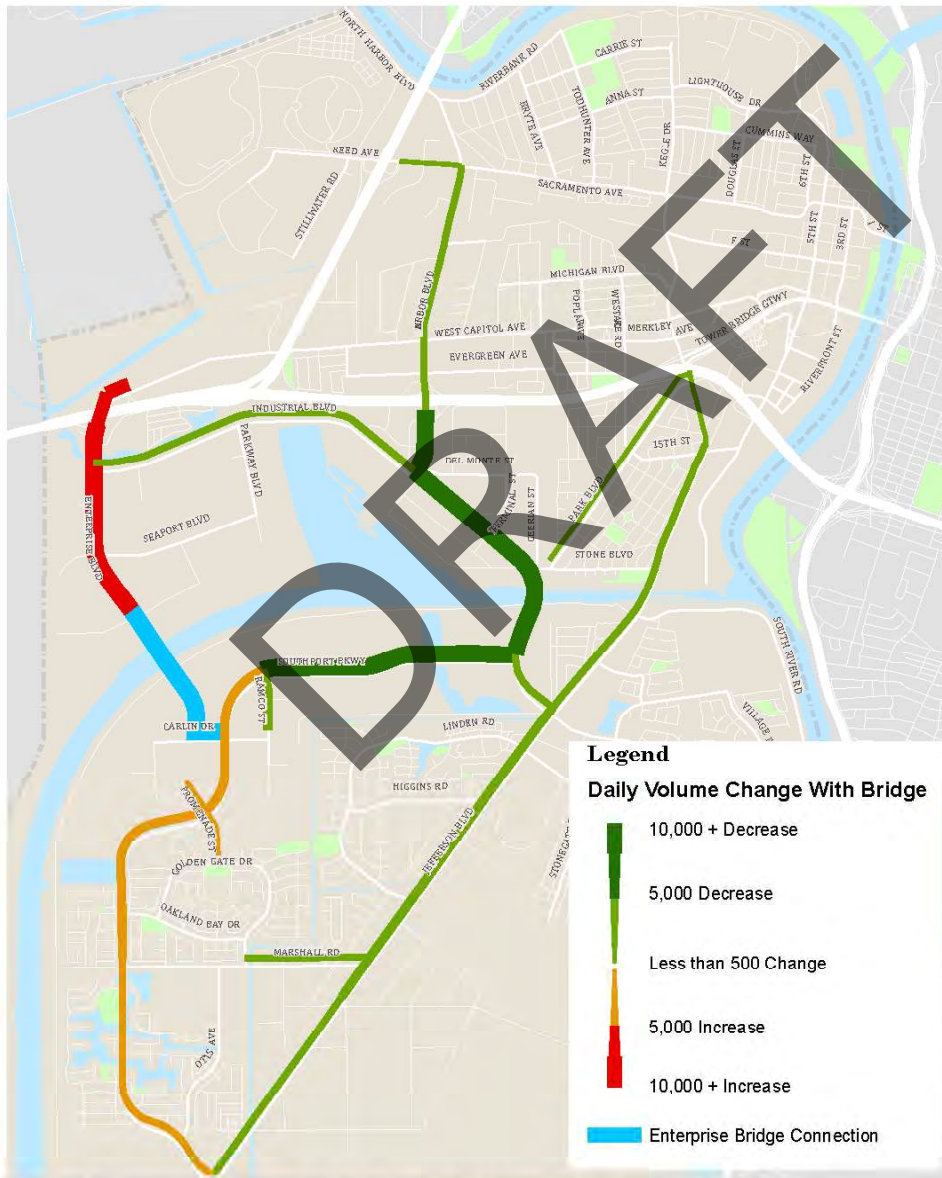


Figure 1: Projected Change in Daily Traffic Volumes with the Enterprise Bridge

4.4 Flood Protection

As discussed in Section 4.3, implementing the Districts' flood protection improvements are critical for determining the amount of the buildable land in the Districts. Although the selection and implementation of the Districts' flood protection solutions are outside purview of the Master Plan, the goal of the following recommendations is to inform these external processes. The flood-related de-industrialization recommendations and flood protection recommendations included in this section are provided to ensure or improve compatibility with the standards that serve as the basis for the Master Plan.

In 2017, City and the WSACFCA reviewed and considered each of the Districts' building setback alternatives described in Section 3.5 of Volume II. As discussed in Section 4.5.1 of Volume II, the City selected the preferred alternative for the Pioneer Bluff and Stone Lock Districts that integrate with the revised Central Park vision. The building setback defines the landward extent for future flood protection easements. These easements are typically dedicated to the Sacramento San Joaquin Drainage District following the issuance of a CVFPB encroachment permit for the construction of either O&M corridor improvements or flood protection improvements.

In 2018, Wood Rodgers completed the Pioneer Bluff and Stone Lock Building Setback Analysis Technical Memorandum (Master Plan Building Setback TM). The Master Plan Building Setback TM is provided as Appendix E. It documents the methodology used to develop the Districts recommended and regulatory agency conceptually-approved building setback lines for the Districts (i.e. the preferred building setbacks were reviewed by staff from CVFPB and USACE, and staff concurred with the analysis and conclusions). The Master Plan Building Setback TM also includes the recommended excavation restrictions and areas within these districts where future development will need to be reviewed by the CVFPB to determine if an encroachment permit is needed.

Exhibits 12 shows the location of the Pioneer Bluff District's (i.e. the Districts portion of the Sacramento River North West Levee) waterside hinge, building setback, and the CVFPB encroachment permit area. The building setback in the Pioneer Bluff neighborhoods is approximately 120-feet from the waterside hinge and is based on the application of the Bridge District's basis for establishing historic natural ground discussed in greater detail in Section 3.3 of Volume II. This building setback differs from preferred building setback discussed in Sections 3.5 and 4.5.1 in Volume II. The building setback

distance was increased from the selected alternative (i.e. Alternative 2) by approximately 35 feet due to direction received during consultation with the CVFPB. This building setback would also apply to the portion of the Bridge District south of Highway 50.

Exhibit 12: Pioneer Bluff District’s Building Setback

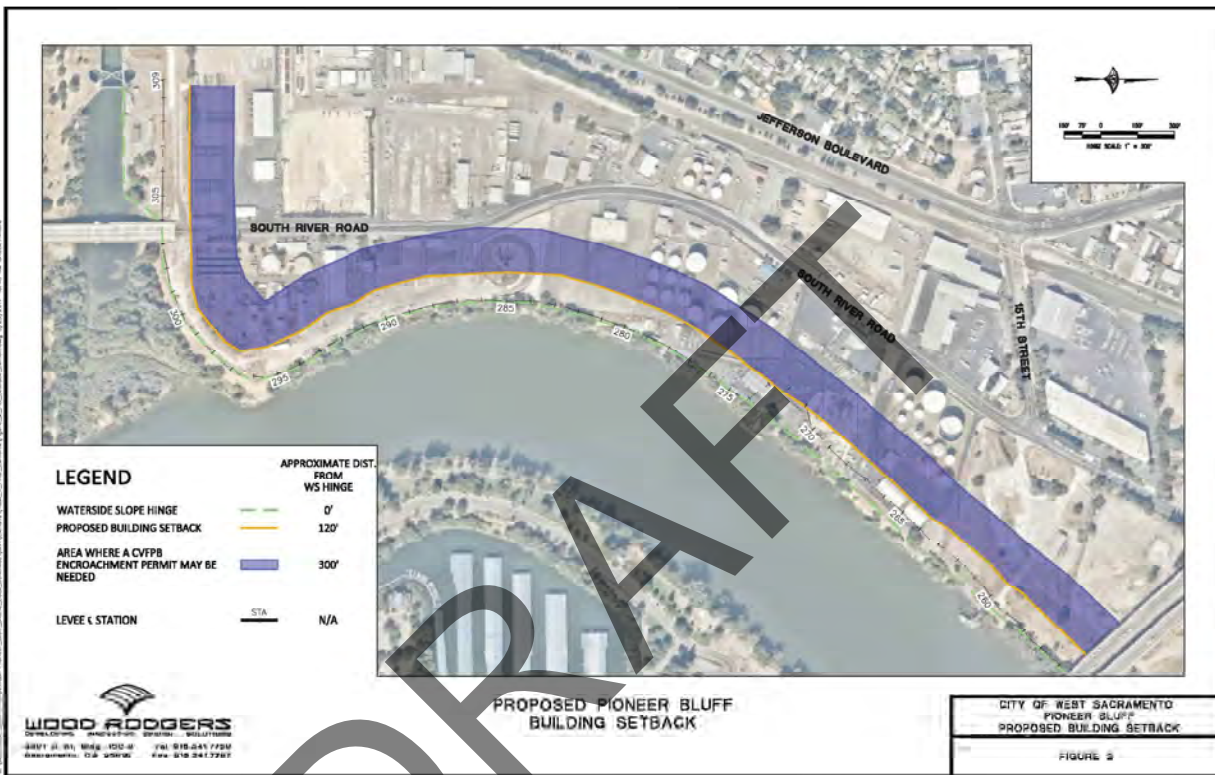
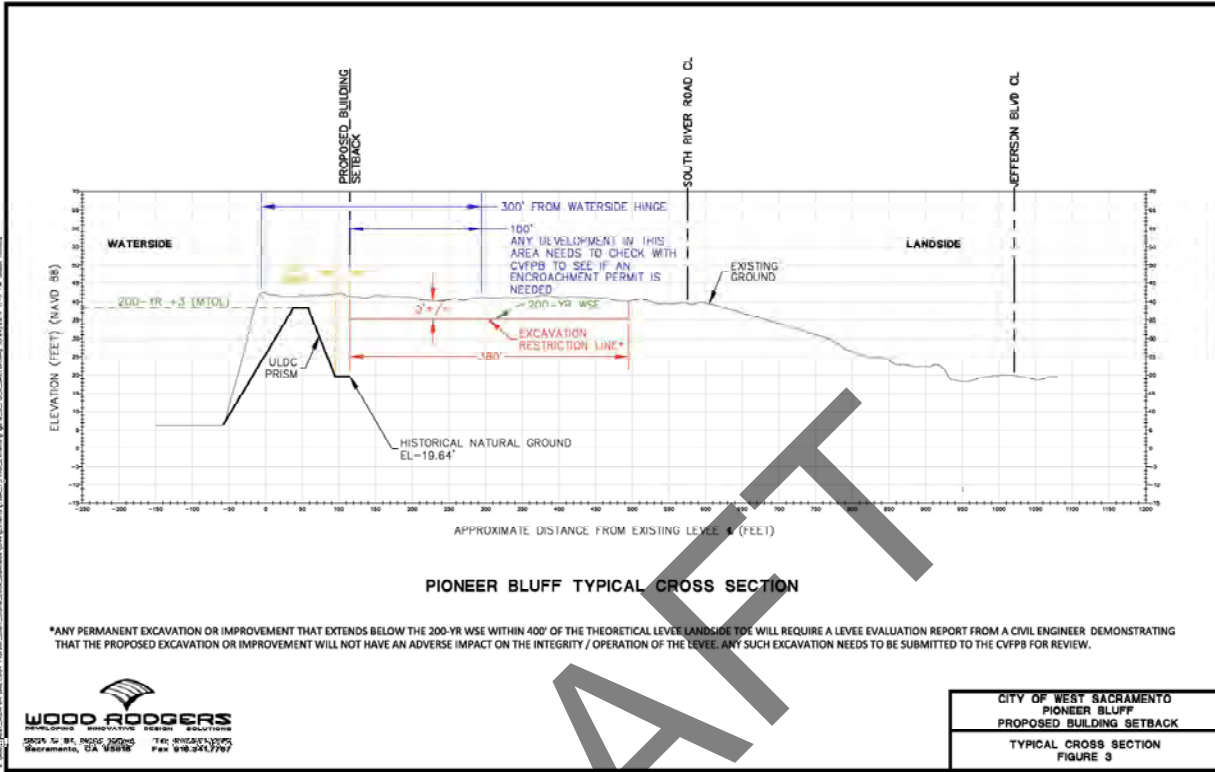


Exhibit 13 shows the Pioneer Bluff District’s building setback’s corresponding typical cross-section. This cross-section shows the theoretical Urban Levee Design Criteria (ULDC) prism and the excavation restriction line and shallow depths based on the 200-year water surface elevation. As discussed in Section 3.4 of Volume II, the flood protection improvement for this levee reach is slope flattening. This recommended remediation measure is incompatible with many of the standards described in Section 4.3 of Volume II. Due to this, the Master Plan does not include a recommended process or timeframe for memorializing this preferred building setback. Instead, the Master Plan includes recommendations to explore alternative flood protection solutions for the Pioneer Bluff District which are discussed in Section 4.6.1. Section 4.4.1 contains additional information regarding the excavation restriction line.

Exhibit 13: Pioneer Bluff District’s Typical Cross Section



Exhibits 14 shows the location of the Stone Lock District’s Barge Canal neighborhood’s (i.e. the Districts’ western portion of the Port South Levee) waterside hinge, building setback, and the CVFPB encroachment permit area. The building setback in this neighborhood is approximately 47 feet from the water hinge. As discussed in Section 4.3.1, this setback area could be narrowed following the installation of the DWSC closure structure.

Exhibit 14: Barge Canal Neighborhood’s Building Setback

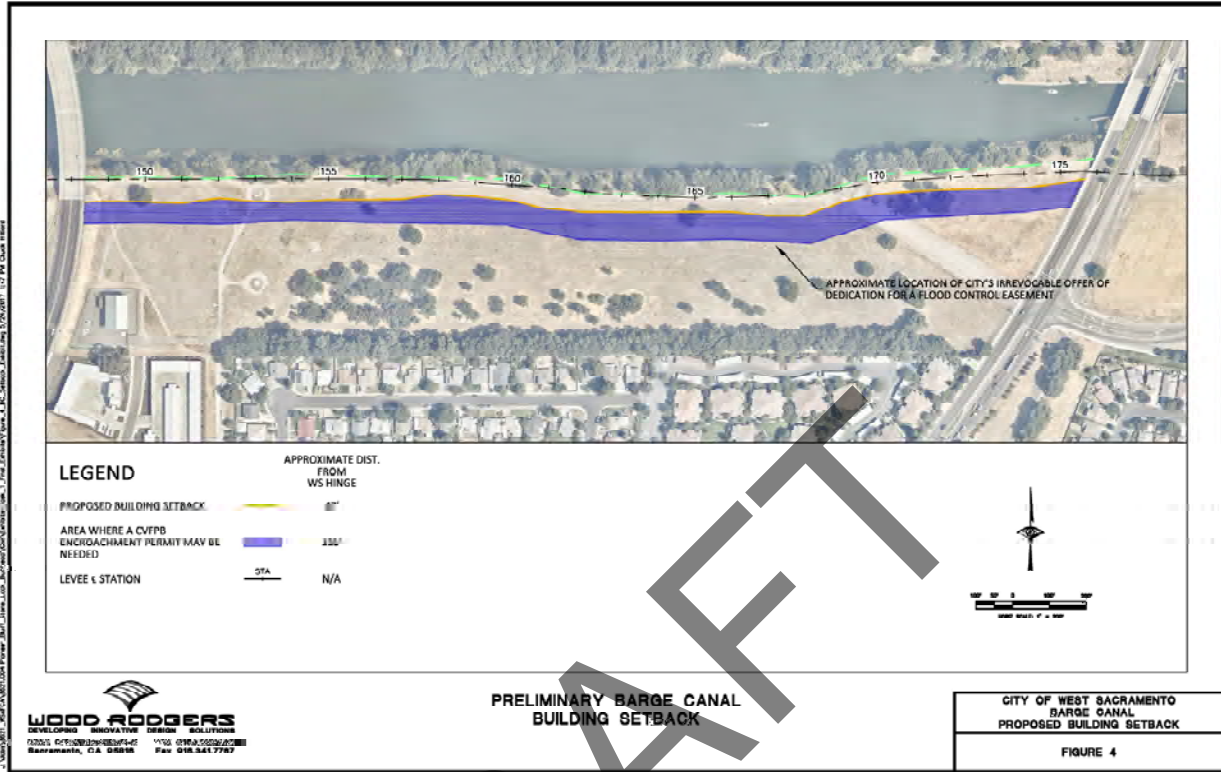
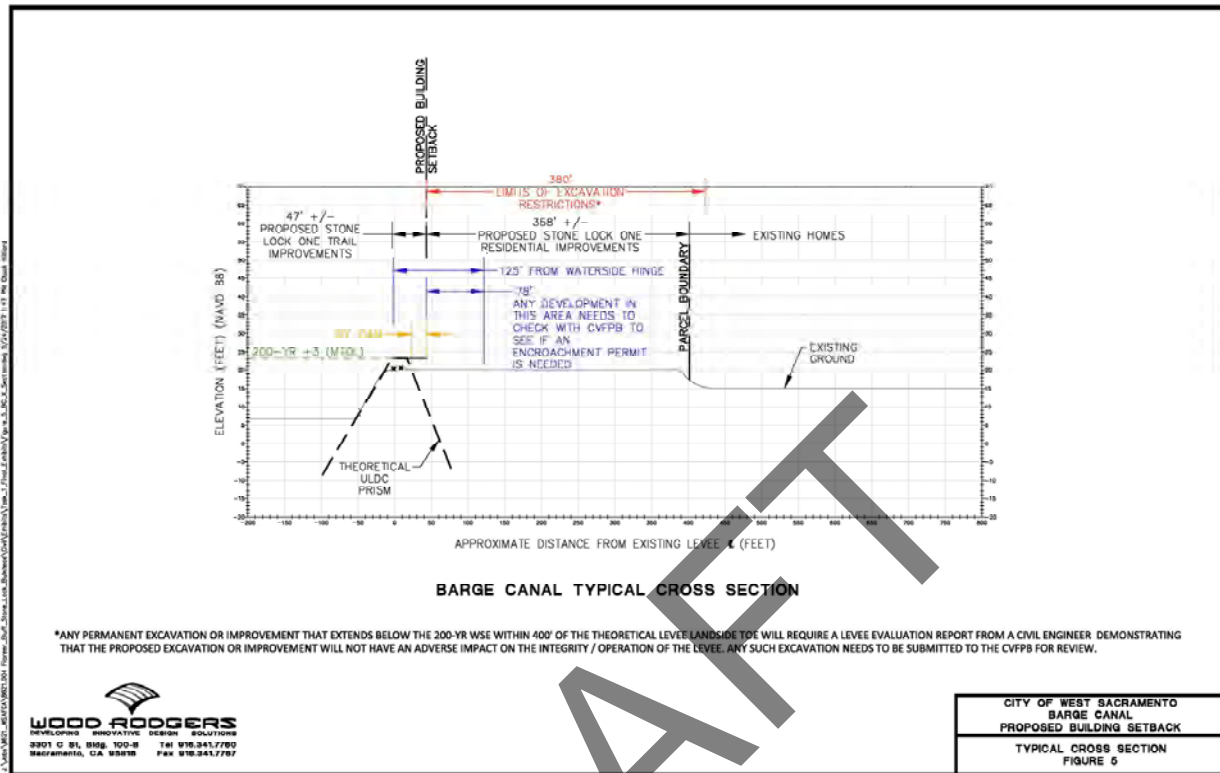


Exhibit 15 shows the Stone Lock District’s Barge Canal neighborhood’s building setback’s corresponding typical cross-section. This cross-section shows the theoretical ULDC prism and the excavation restriction line and depths. The process for memorializing this preferred building setback is discussed in Section 4.5.1. The timeframe for memorializing this building setback is 2018. Section 4.4.1 contains additional information regarding the excavation restriction line.

Exhibit 15: Barge Canal Neighborhood’s Typical Cross-section



Exhibits 16 shows the location of the Stone Lock District’s Lock Center neighborhood’s (i.e. the District’s eastern portion of Port South Levee and the Sacramento River South West Levee) waterside hinge (i.e. in the Stone Lock Facility it is the vertical guide walls), building setback, and the CVFPB encroachment permit area. The building setback in this location is a set-aside for future flood protection improvements assuming the vertical guide walls are removed at a later unknown date. Because the area immediately surrounding the Stone Lock Facility (west of the Bulkhead Structure) is considered high ground, there is no CVFPB encroachment permit area shown adjacent to the building setback. Despite this, there are some excavation considerations which are shown on Exhibit 17. The extent of this high ground area could change based on the Bulkhead Structure alternative implemented. The building setback in this neighborhood varies from approximately 75 feet around the Stone Lock Facility to 155 feet from the water hinge along the Sacramento River.

Exhibit 16: Lock Center Neighborhood’s Building Setback

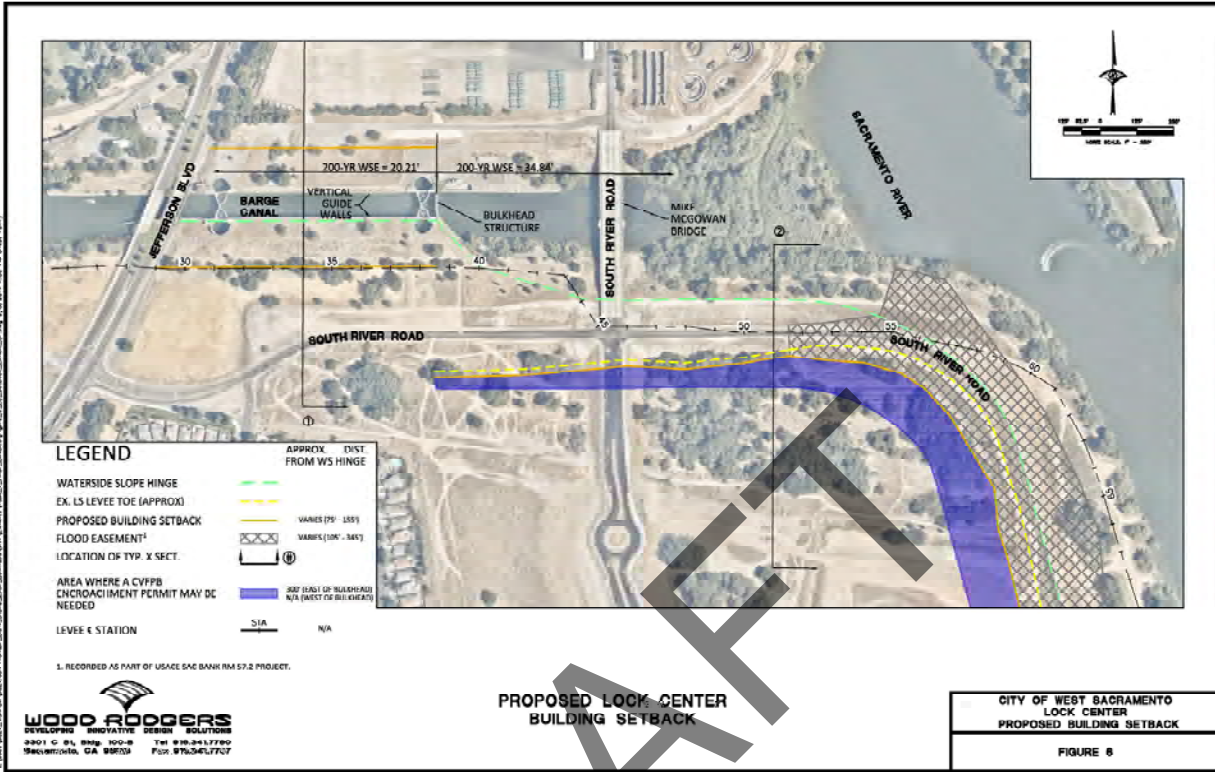


Exhibit 17 shows the Stone Lock District’s Lock Center neighborhood’s building setback’s corresponding typical cross-sections associated with the Stone Lock Facility west of the Bulkhead Structure. The ULDC prism is shown only for reference. The excavation restriction line is shown on this cross-section but based on the 200-year water surface elevation, the excavation depths are more generous ranging from 8- to 15-feet). The process for memorializing the future set-aside building setback is the same process for the Barge Canal Neighborhood. The timeframe for memorializing future set-aside building setback is discussed in Section 4.8.6. Section 4.4.1 contains additional information regarding the excavation restriction line.

Exhibit 17: Locks Center Neighborhood (West) Typical Cross-section

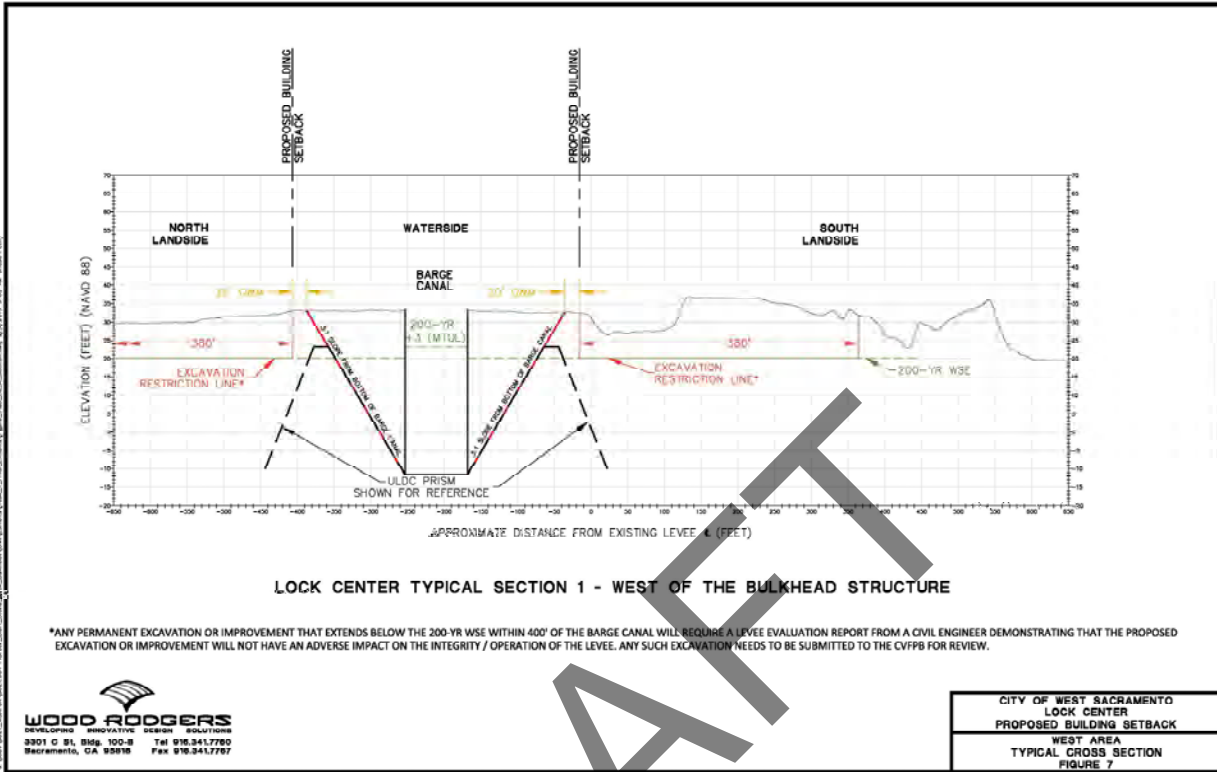
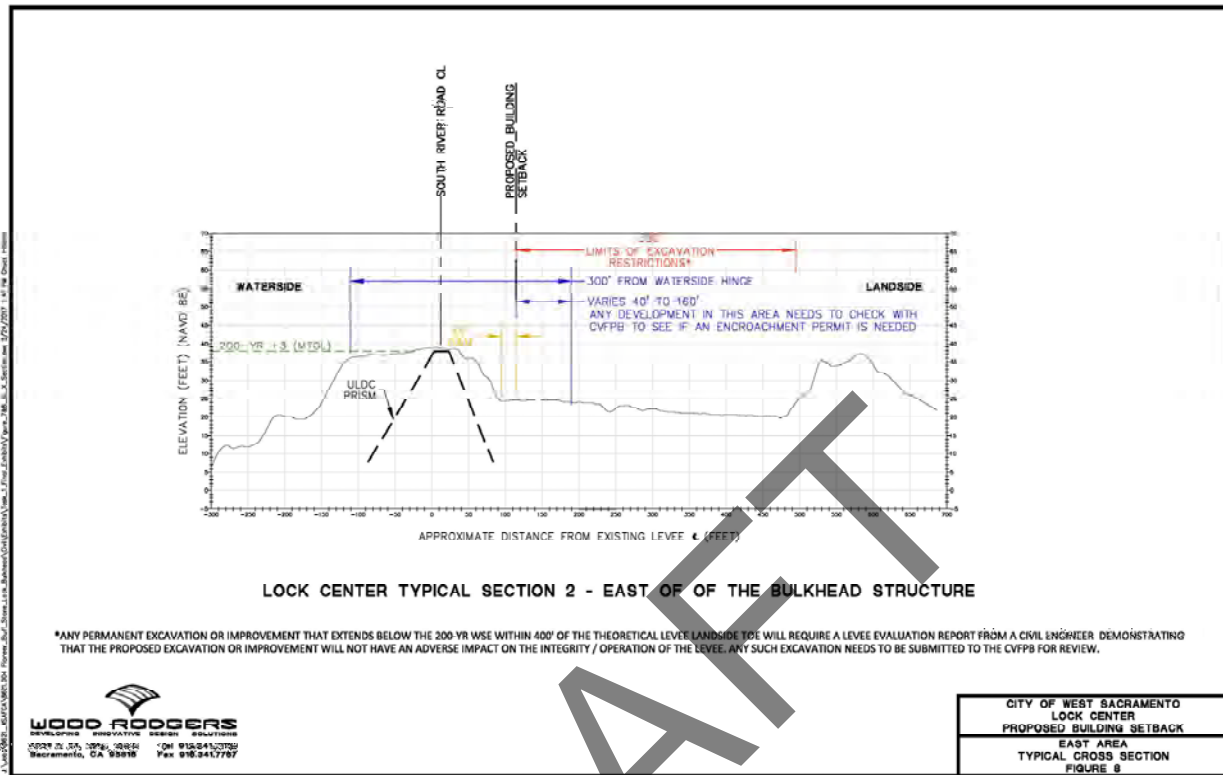


Exhibit 18 shows the Stone Lock District’s Lock Center neighborhood’s building setback’s corresponding typical cross-sections east of the Bulkhead Structure. The ULDC prism is centered on the centerline of the existing South River Road. The excavation limits extend far back into the property. The process for memorializing the preferred building setback is the same as the Barge Canal Neighborhood. The timeframe for memorializing this is discussed in Section 4.8.6. See Section 4.4.1 for additional information regarding the excavation restriction line.

Exhibit 18: Locks Center Neighborhood (East) Typical Cross-section



4.4.1 Building Development Considerations

The typical cross-sections provided in Exhibits 13, 15, 17, and 18 all contain restriction references that impact future building development. The CVFPB generally has jurisdiction within 300 feet of the waterside top-of-slope for leveed waterbodies. This is the area shown on Exhibits 13 and 18. For Exhibit 15, the CVFPB agreed during consultation that this could be reduced to just 125 feet for this levee reach. Any development with the CVFPB’s jurisdiction will require consultation with the CVFPB to determine if an encroachment is needed.

The ULDC recommends that agencies adopt restrictions for excavations within 400 feet of levees greater than 15 feet in height, and that are located within 200 feet of levees measuring less than 15 feet in height. The purpose of the excavation restriction recommendations in the ULDC is to prevent inducing seepage through or under a levee by inadvertently reducing the effective flow path of water through or under a levee, which could cause the levee to fail. The recommendations in the ULDC are general in nature and are intended to be used as general guidance for the City in the absence of site-specific

geotechnical exploration, analysis, and recommendations. Performing site-specific geotechnical exploration, analysis, and recommendations in support of developing a programmatic development policy could help better define the limits of excavation restrictions in the Districts. It is recommended that site-specific geotechnical explorations and analysis for the levees be performed prior to preparing a specific plan for the Districts. Until then, it is recommended the City require an independent engineering evaluation for any development that includes permanent excavations and/or improvements below the 200-year water surface elevation within excavation limits shown on Exhibits 13, 15, 17, and 18.

Section 3.1.1 of Volume II identifies portions of the Lock Center and Stone Lock South Neighborhoods being subject to a special flood area designation, Zone A. The Stone Lock South portion of the special flood area designation area is the USACE's former dredge spoils site. Development within Zone A is technically permitted but subject to building code requirements that require all development to effectively build the occupiable spaces out of the flood plain. Given the topography of the site, this could be an equivalent to an entire story.

Investigations into the process for amending the Zone A designation without requiring a complete remapping of the entire south basin were not promising. The Federal Emergency Management Agency's (FEMA) Letter of Map Change (LOMC) process refers to several types of revisions and amendments can be made to an existing Federal Insurance Rate Map via letter. None of the LOMC alternatives reviewed would apply. Currently, it appears that the only means to removing the Zone A designation is through a formal FEMA basin-wide remapping process. The exact timeframe for this process is unknown, however, the earliest it is expected to occur would be after the completion of the Southport Early Implementation Project.

4.5 Parks, Open Space and Recreation

The revised Central Park vision described in Section 4.5 of Volume II is comprised of the seven unique and interconnected parks, recreation, trails and open space sites. In coordination with the City's Parks and Open Space Master Plan update effort, which is currently underway, the revised Central Park vision has been further expanded and refined. Community feedback received as part of that effort indicates a strong interest in creating unique gathering spaces, providing access to the water, and development of new trails and enhancing connections to the riverfront and other unique water features. Based on this

information, recommended programming for revised Central Park vision was developed. This programming is reflected in three subareas of the Central Park site plan shown on Exhibit 19. Central Park subareas are summarized below and discussed in detail in the following sections:

Barge Canal Parkway: This Central Park subarea is located on both the north and side sides of the waterway between the Lake Washington Boulevard and the Jefferson Boulevard bridges.

Stone Lock Plaza: This Central Park subarea is located around and immediately adjacent to the Stone Lock facility. This is the most urbanized subarea and is the nucleus of the Central Park.

Sacramento River Parkway: This Central Park subarea begins at the Mike McGowan bridge and moves both north and south along the river's edge. The Central Park programming concepts presume that neither the GRR Solution or the AAR Solution for the Bulkhead Structure is implemented.

DRAFT

Exhibit 19: Central Park Site Plan



BARGE CANAL PARKWAY

- 1 PED / BIKE MULTIUSE TRAIL
- 2 GROUP PICNIC FACILITIES
- 3 RESTROOM BUILDING
- 4 CHILDREN'S PLAYGROUND & GROUP PICNIC
- 5 TRAILHEAD - SYCAMORE & BARGE CANAL TRAILS
- 6 CANAL BRIDGE - PED / BIKE BRIDGE
- 7 PER
- 8 CANAL TERRACES
- 9 POND AREA
- 10 NON - MOTORIZED WATERCRAFT LAUNCH RAMP
- 11 PARKING - LAUNCH & TRAILHEAD
- 12 ARBORETUM / WILDLIFE WALK
- 13

- 14 SWALLOW BUILDING - RESTROOMS & COMMUNITY SPACE
- 15 WALKWAY - HIGH-MOTORIZED WATERCRAFT
- 16 RESTROOM
- 17 EVENT LAWN
- 18 CELEBRATION / PARTY SURFACE FOR CHAMP STUP
- 19 STAGE
- 20 ADULTURE PLAYGROUND
- 21 BRAY PARK
- 22 EXISTING FIRE-SCHOOL

STONE LOCK PLAZA

- A COVERED MARKET EVENT STRUCTURE
- B PLAZA
- C CLOCK TOWER PUBLIC ART LANDMARK TERRACE
- D BEER GARDEN / TABLE & CONCESSION STRUCTURE
- E BOCCIE COURSE
- F LOCK BRIDGE - PEDESTRIAN BRIDGE
- G SPAW PARK
- H TOT SPAW PARK
- I PHYSICIAN CLINIC
- J RESTROOM BUILDING
- K EVENT LAWN
- L GRAND STAIRCASE
- M INTERPRETIVE CENTER
- N RIVER TERRACE PATH / OVERLOOK
- P FISH JACUSSIE
- Q COMMUNITY BUILDING
- R PED / BIKE MULTIUSE TRAIL

SACRAMENTO RIVER PARKWAY

- g EXISTING VAULT REUSE
- d OBSERVATION TOWER / GRI-HOUSE
- e PED / BIKE MULTIUSE TRAIL
- f OVERLOOK JETTY
- f PUBLIC BOAT DOCK
- g DREDGED CANAL ENTRANCE
- h PED / BIKE BRIDGE OR PED / BIKE / TRAIL SITE BRIDGE
- i OVERLOOK PLAZA
- j FUTURE PARK SITE & TRAILHEAD
- k EXISTING ORBIT SPACE



JACOBS

CONCEPTUAL SITE PLAN
CITY OF WEST SACRAMENTO - CENTRAL PARK MASTER PLAN

4.5.1 Barge Canal Parkway

The Barge Canal Parkway area of the Central Park surrounds the barge canal. The northern half of the Barge Canal Parkway is outside the Districts' boundaries and is comprised of the existing Sam Combs Park, the switching yard for the short line railway along Jefferson Boulevard (Canal Yard) and a field office of the USACE. It does not include the Discovery Preschool site (improvement 22). The Port owns Sam Combs Park and the Canal Yard. The recommended programming, cost estimates and implementation considerations for the southern half of the Barge Canal Parkway are discussed in detail in the subsections that follow. Certain in-water aspects of the Barge Canal Parkway programming, (e.g. improvements 8, 9 and 15) very likely require the construction of the DWSC closure structure to be implemented as shown in Exhibit 19.

Barge Canal Bicycle and Pedestrian Bridge

Denoted as improvement 7 on Exhibit 19, the Barge Canal Parkway's recommended improvements include a new bicycle and pedestrian bridge across the Barge Canal (i.e. Sycamore Trail phase 4). This new bridge aligns with the southern terminus of the Sycamore Trail phase 3 that is currently in design and Arlington Road, which is a Class III bike route identified in the 2013 Bike, Pedestrian, and Trails Master Plan. Following rail relocation, the bridge would connect the two halves of the Barge Canal Parkway. The preliminary cost estimate for the bridge, not including the approaches, is \$2.5 to \$3.1 million and is provided as Appendix F. This cost estimate assumes that the bridge is constructed at-grade with pre-engineered steel truss bridge consisting of five spans with in water supports. These assumptions should be reconsidered in relation to the ultimate flood protection solution for the barge canal, in-water recreation impacts, and the ultimate parks programming for the Barge Canal neighborhood park. The recommended timeframe for this improvement is by 2030.

Barge Canal Neighborhood Park

Denoted as improvements 2-5 on Exhibit 19, the Barge Canal Parkway's recommended improvements include a neighborhood park. Jacobs prepared a technical memorandum (TM) for the Barge Canal neighborhood park (i.e. Site 1 according to the revised Central Park vision in Volume II) that included an existing conditions assessment, a discussion of the site relocation to west of the location shown in the revised Central Park vision, an opportunities and constraints analysis, a discussion of the impacts of Locks Drive's placement on the park, program recommendations and a cost estimate. This TM is

provided as Appendix G. This TM recommends that the site be relocated to west and expanded from its current size of 3.8 acres to approximately 4.3 acres. The recommended park site is divided into quadrants bisected by Locks Drive and the extension of the Sycamore Trail phase 4 (i.e. Arlington Road). The location of Locks Drive is consistent with the recommended Mobility Network; see Section 4.8.1 for additional discussion regarding the placement of Locks Drive. The recommended programming is shown in Exhibit 20. The estimated cost for the park improvements is \$2 million. This cost estimate does not include the relocation of any underground facilities, the construction of Locks Drive or its municipal utility improvements. The recommended timeframe for this improvement is dependent upon development of the Barge Canal Neighborhood.

Exhibit 20: Barge Canal Neighborhood Park



Figure 4 – Conceptual Site Plan

Barge Canal Trail

Denoted as improvement 1 on Exhibit 19, the Barge Canal Parkway’s recommended improvements include an enhancement to the existing nature walk along the southern side of the Barge Canal (i.e. Site 2 according to the revised Central Park vision in Volume II). The project is a 12-foot wide asphalt path with two adjacent two-foot aggregate base shoulders. The improvements include bi-level security

lighting, seating areas with street furnishings and incorporate found artifacts from the Stone Lock Facility's maintenance buildings.

The trail serves multiple purposes. In addition to improving public recreation opportunities along the Barge Canal, it will function as an O&M corridor for flood-patrol and, if ever necessary, flood-fighting activities. When implemented, the trail provides the recommended O&M facilities anticipated in the GRR and shall memorialize the location of the preferred building setback, thereby formally establishing the building setback for future waterfront development of the adjacent vacant property. The GRR expectation of the O&M corridor extends beyond the Barge Canal Parkway's area; the eastern segment of the project is discussed in Section 4.5.2.

Construction of the trail/O&M corridor requires a CVFPB encroachment permit, environmental clearance, dedication of flood protection easements and funding. In 2017, the City submitted an encroachment permit application to the CVFPB. The application included sixty percent (60%) designs and the Master Plan Building Setback TM. In late 2017, the CVFPB issued a permit to construct the both the segments of the project. In 2018, the City Council adopted Resolution 18-5 finding the Barge Canal trail project to be compliant with the General Plan Program EIR pursuant to the California Environmental Quality Act Guidelines § 15168(c)(2) and authorized the acceptance of flood protection and recreation easements from the Port (dedicated via Port Resolution P18-1) that would permit this and other potential future joint-use flood protection and recreation trail projects in Pioneer Bluff and Stone Lock. The permit assumes construction will commence in the summer of 2018. The preliminary cost estimate for the entire trail project is approximately \$900K. See Appendix H for the CVFPB permit, sixty percent (60%) designs, the preliminary cost estimate for the trail, and the notice of determination for the City and the Port. Minor interim roadway improvements along Locks Drive may accompany the Barge Canal trail project as shown on Exhibit 4. See Section 4.5.2 for more discussion regarding these improvements. The Fiscal Year 2018-2019 City budget appropriated \$1.5 million of the complete Barge Canal trail project and the Locks Drive interim improvements. Due to the permit conditions, the anticipated timeframe for completion is 2019.

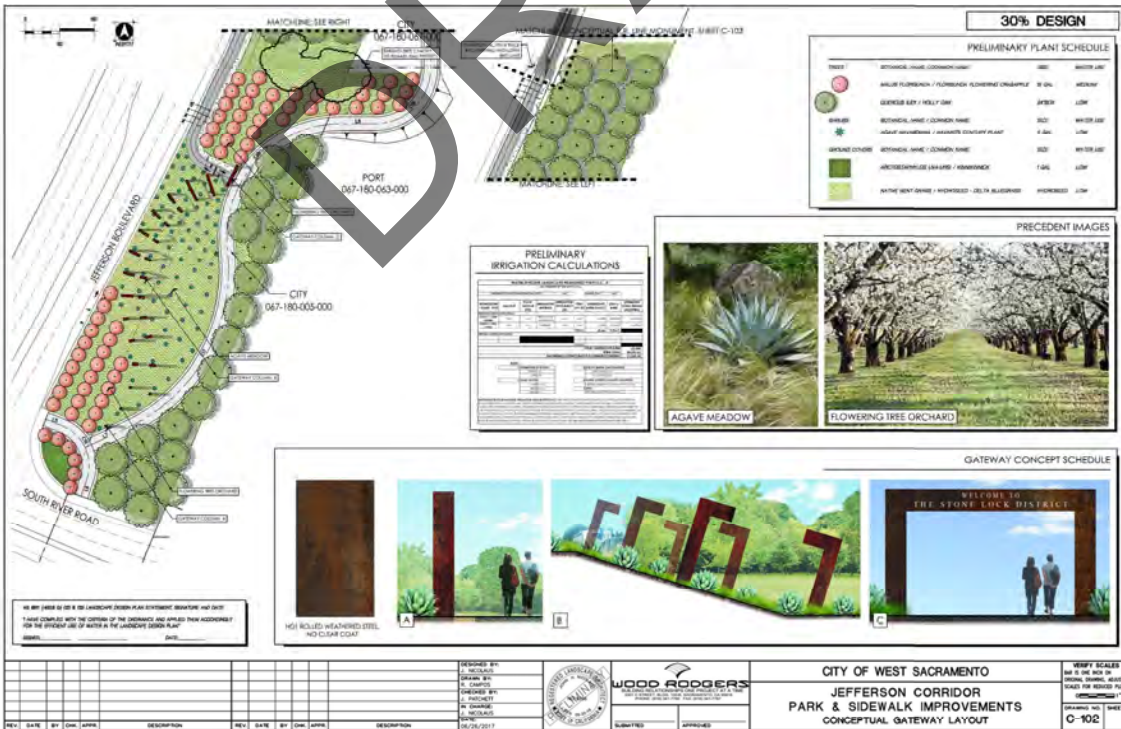
4.5.2 Stone Lock Plaza

The Stone Lock Plaza area is the focal point of the Central Park. The recommended programming of the Stone Lock Plaza presumes that one of the two recommended Bulkhead Structure alternatives discussed in Section 3.2 will be implemented. The recommended programming, cost estimates and implementation considerations for the Stone Lock Plaza are discussed in detail in the subsections that follow. Unless otherwise noted, all recommended programming is on City-owned/City-controlled property.

Jefferson Boulevard Corridor

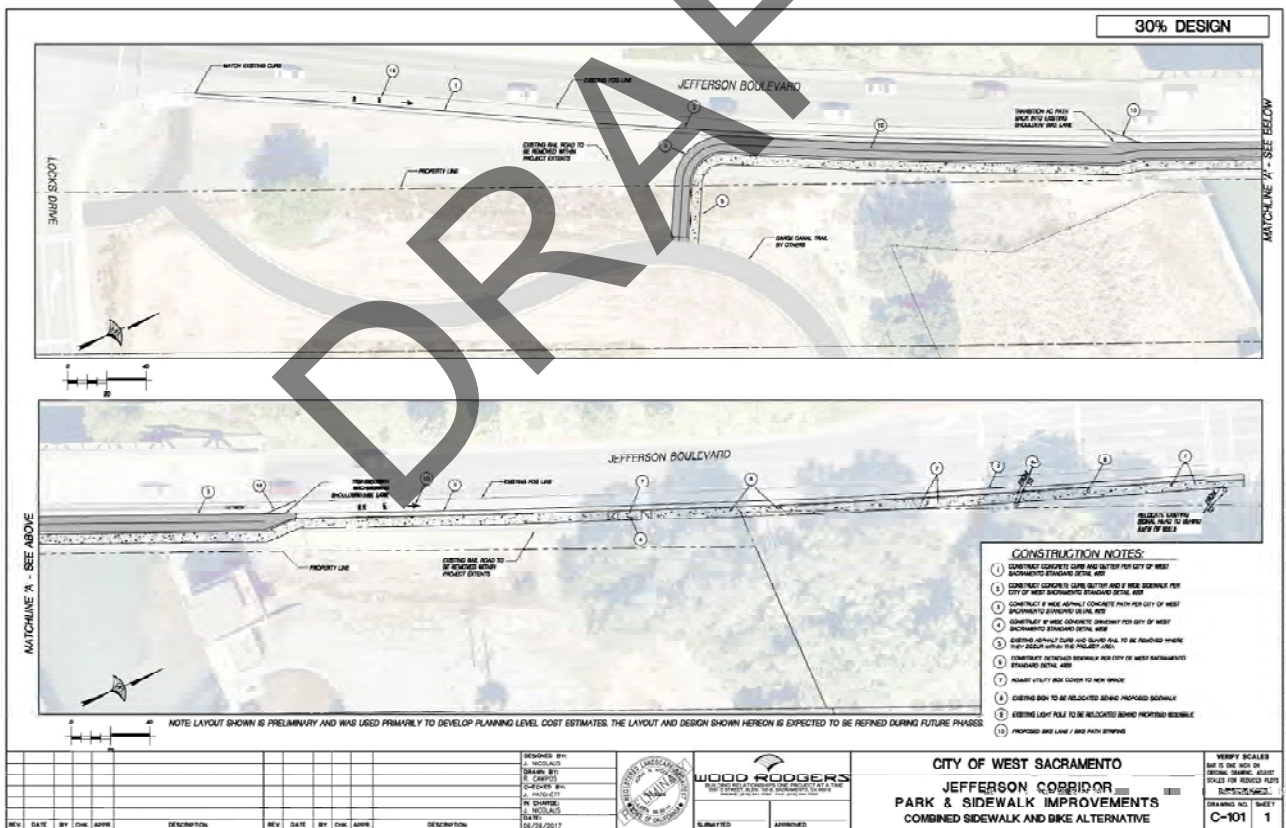
Denoted as improvement R on Exhibit 19, the Stone Lock Plaza’s recommended improvements include a trailhead along the east side of Jefferson Boulevard from Locks Drive to Stone Boulevard. The southern half of this improvement was designed as part of the Barge Canal trail project. This portion of the trail traverses an urban linear parkway that was designed in parallel with the trail (i.e. Site 3 according to the revised Central Park vision in Volume II). This recommended trailhead feature preserves existing trees and adds new planting and flowering trees to the canopy, industrial-inspired sculptural elements and a gateway monument for the Stone Lock District. Exhibit 21 shows the thirty percent (30%) design for the recommended parkway improvements.

Exhibit 21: Jefferson Boulevard Corridor Trailhead



A proposed gateway monument sits at the intersection of the trail and a recommended sidewalk improvement along the eastern side of Jefferson Boulevard to Stone Boulevard. The preliminary design of these basic sidewalk improvements is constrained by the existing rail right-of-way. Exhibit 21 shows the thirty percent (30%) design of the recommended permanent pedestrian safety and access improvements across the bascule bridge and the interim pedestrian improvements the remainder to Stone Boulevard. Efforts were made during the design process to have the improvement be completely within the City’s existing public right-of-way. Unfortunately, the 30% design assumes a very minor acquisition from Union Pacific for the interim sidewalk improvements north for the bascule bridge. The cost estimate for the trailhead improvements, the designed permanent/interim sidewalk improvements (excluding acquisition costs) is approximately \$2.1 million. See Appendix J for the cost estimate. The trail portion of this improvement is anticipated to be complete in 2019.

Exhibit 21: Jefferson Bridge and Sidewalk Improvements



Alternative improvements to the Jefferson Boulevard bascule bridge that incorporate public art for the sake of historic preservation are discussed in Section 4.7.2. The preferred design for the bridge and for

the Jefferson Boulevard segment between 15th Street and Stone Boulevard, discussed in Section 4.8.3, should be selected prior to performing an additional pre-construction work. The recommended timeframe for the completion of the trailhead, bridge and sidewalk improvements is by 2023.

Stone Lock Facility Reuse

Denoted as improvements A-N and Q on Exhibit 19, the Stone Lock Plaza's recommended improvements include adaptive reuse of the Stone Lock Facility (i.e. Site 4 according to the revised Central Park vision in Volume II). Jacobs prepared a Stone Lock Facility Reuse Strategy technical memorandum (Stone Lock TM) that included an existing conditions assessment, an opportunities and constraints analysis, program and design recommendations, a conceptual rendering, a phasing plan and a limited scope cost estimate. The Stone Lock TM is provided as Appendix K.

The Stone Lock TM identified a significant constraint for the future programming and design for the park improvements: the separation of space (vertical) between the finish grade of the park / plaza improvements versus the surface level of the water in the canal and lock. This distance varies seasonally and will be influenced by the ultimate flood protection solution. The BAAR recommends certain in channel improvements that address this concern by bringing water elements closer to the pedestrian that are compatible with the recommended flood protection alternatives. Exhibit 23 is a rendering showing water fountains along the Locks channel. These features can be installed with any of the BAAR's flood protections alternatives. Exhibit 24 is a rendering showing a cascading water feature that could be added to the flood wall alternative shown in Exhibit 8.

Exhibit 23: Water Features within the Locks Channel

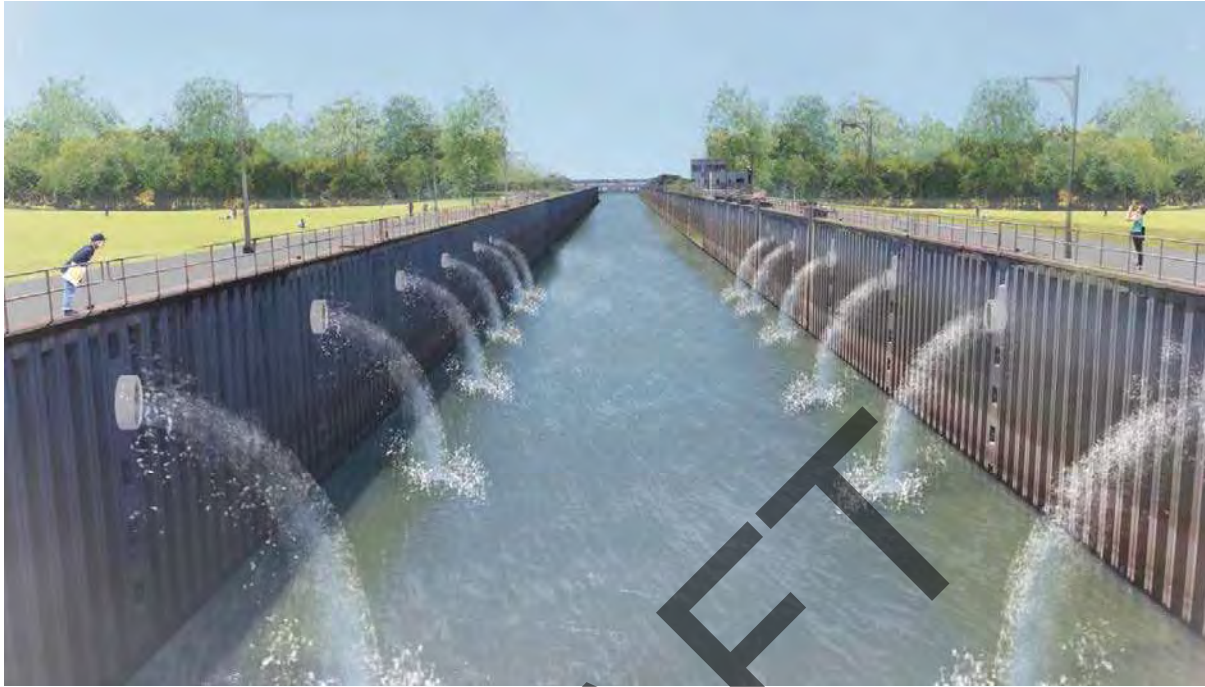


Exhibit 24: Water Feature with BAAR Flood Wall Alternative



Several of the existing structures are slated for reuse. The reuse of the buildings to remain with publicly accessible programming is discussed further in Section 4.7.3. The recommendations for programming and design of the site include an all-weather covered market event structure, a new bicycle and pedestrian bridge across the locks channel, spray park and play area, a picnic pavilion and a grand staircase that connect an upper plaza to a lower plaza.

Based on this extensive programming, the recommended location of the new bicycle and pedestrian bridge is shown on Exhibit 25. The preliminary cost estimate for a pre-engineered steel truss bridge is approximately \$400K and provided as Appendix L. However, if the BAAR’s flood wall alternative is selected, this bridge could be replaced with a bicycle and pedestrian path on the top of the flood wall as shown on Exhibit 8. The complete array of recommended improvements and programming is shown on Exhibit 25.

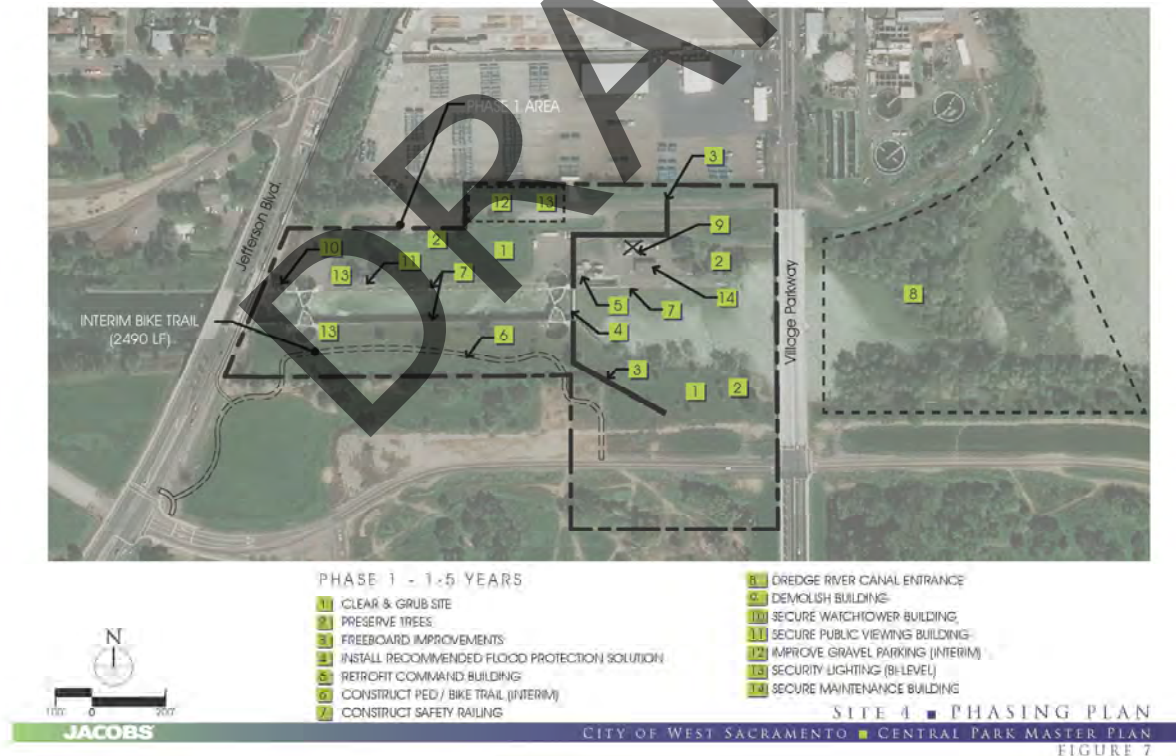
Exhibit 25: Stone Lock Facility Recreation Improvements



The Stock Lock TM recommends that these improvements be phased over a twenty-plus year period. This phased approach anticipates that certain components of the design will require further refinement

as additional due diligence is conducted (e.g. the Bulkhead Solution), funding opportunities are identified, and stakeholders/partners are defined, and resources secured. The phase 1 improvements, recommended for completion by 2023, are shown in Exhibit 26. These recommended improvements implement all the de-industrialization activities described in Section 3.2, other safety and security improvements, such as bi-level security lighting and rail improvements, interim parking improvements, and the construction of the Stone Lock Facility trail phase I (i.e. the most eastern portion of the Barge Canal Trail project). These phase 1 improvements could provide some limited public access to the Stone Lock Facility which could abate some of the existing nuisance issues on the site, however, the development comprehensive public access and safety plan is recommended. The trail segment on Exhibit 26 is anticipated to be complete in 2019 and may include interim improvements to Locks Drive as shown on Exhibit 4. See Appendix I for the Locks Drive Improvement Plan Sheets. The cost estimate for the interim Locks Drive Improvements is discussed in Section 4.8.8.

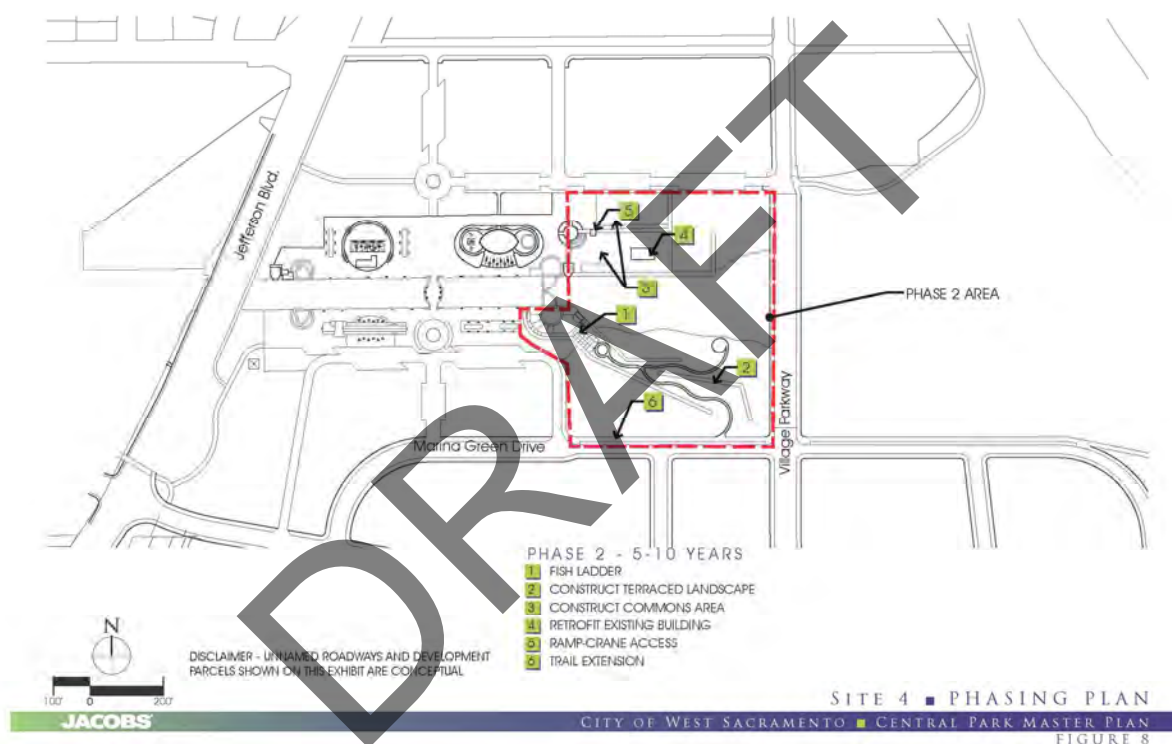
Exhibit 26: Phase 1 Improvements



The phase 2 improvements, recommended for completion by 2028, are shown in Exhibit 27. These improvements all occur within the building setback areas and will require coordination with WSAFCA

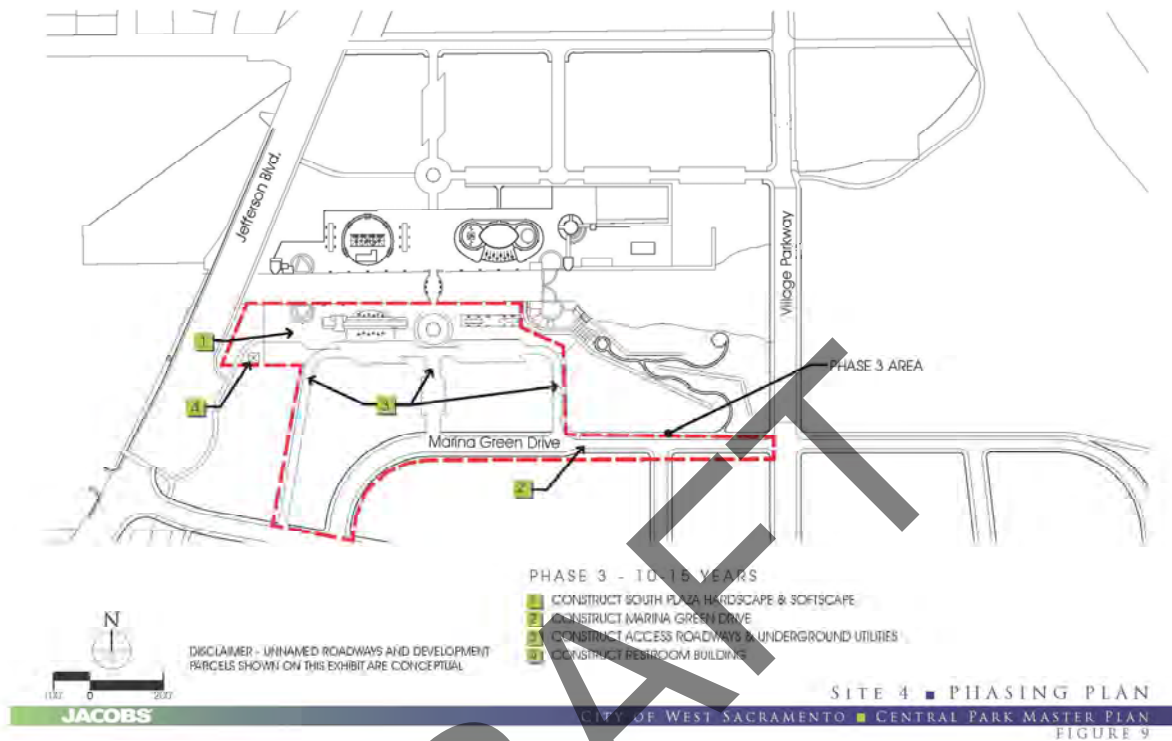
and other regulatory agencies. This coordination may be impacted by the ultimate flood protection solution for the Pioneer Bluff District's levees, which is discussed further in Sections 4.6.1 and 4.7.3. Included in this phase is the construction of a fish ladder, which is contemplated in the BAAR, and phase 2 of the Stone Lock Facility trail that will connect phase 1, shown on Exhibit 26, to Village Parkway. See Section 4.6.2 for additional information regarding this improvement. See Section 4.8.6 for additional information regarding the Stone Lock Facility trail phase 2 (i.e. the Marina Green Drive trail extension).

Exhibit 27: Phase 2 Improvements



The phase 3 improvements recommended for completion by 2033 are shown in Exhibit 28. This timeframe encourages the integration of the site's civic spaces, pedestrian, bicycle, retail and park amenities with the adjacent development sites and the roadway network. This integration will create an experience of additional "waterfront adjacency" away from the actual water's edge, which could yield a market premium for the nearby development that is also expected during this timeframe. Additionally, given the urban development expected for the adjacent sites, there is an opportunity to integrate public parking in into adjacent development.

Exhibit 28: Phase 3 Improvements



The final phase of recommended improvements is shown in Exhibit 29. These improvements all occur within the building setback areas and will require coordination with WSAFCA and other regulatory agencies. This phase includes the construction of the new bicycle and pedestrian bridge. The degree of coordination may be impacted by the ultimate flood protection solution for the Pioneer Bluff District's levees, which is discussed further in Section 4.6.1 and 4.7.3. The improvements are expected to be completed outside the *General Plan's* horizon.

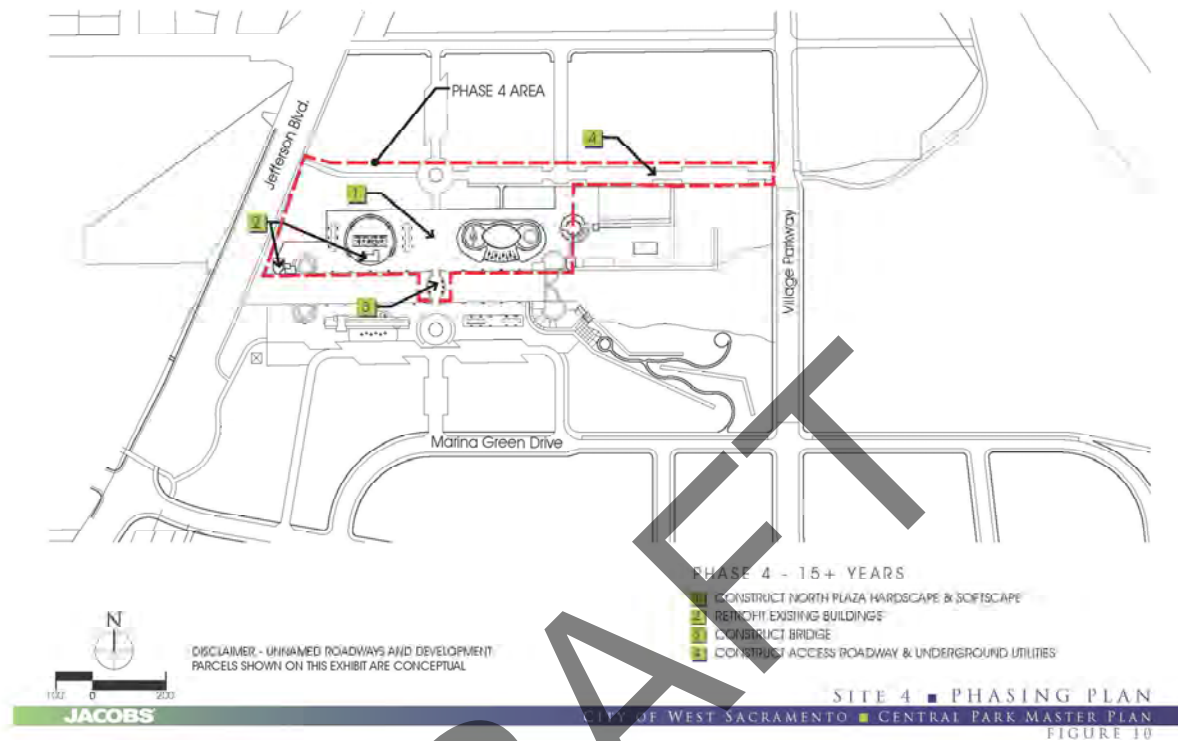
Exhibit 29: Phase 4 Improvements

Exhibit 30 is a conceptual site rendering of the recommended Stone Lock Facility recreation improvements with examples of surrounding urban development at a density consistent with the Lock Center and South Pioneer Bluff Neighborhoods' target development program. The conceptual site rendering also incorporates the preferred building setbacks, the BAAR's modified sector gate alternative, crane access for the Bulkhead Structures stop logs discussed in Section 3.1.2 of Volume II, a fish ladder consistent with recommendations discussed in Section 4.6.2 and the Stone Lock Tm's recommended programming.

Exhibit 30: Conceptual Site Rendering



Anticipated construction costs for the Stone Lock Facility's park improvements is \$7.7 million. These conceptual costs are provided in Stone Lock TM. There are several elements of the recommended improvements that were not estimated with the Stone Lock TM. The following items must be added to the \$7.7 million estimate: complete building renovations for the four buildings slated to remain, new utility connections to the site, which will vary depending on building renovations and the flood protection solution; the pedestrian and bicycle bridge, which will vary depending on the flood protection solution, a fish ladder, permitting and other structural considerations (see Appendix K).

It is recommended that \$7.7 million cost estimate be refined further to align with the phasing strategy for the Stone Lock Facility and that additional due diligence be done to determine the renovation costs of the four buildings to remain. The timeframe for completion of this additional analysis is by 2020. Other considerations that may adjust the recommended programing, phasing and cost estimates are the ultimate flood protection solution for this site, which vary greatly depending selected alternative and the associated improvements, and the implemented solution for fish passage, which depending on the flood protection solution could include a fish ladder.

4.5.3 Sacramento River Parkway

The Sacramento River Parkway area of the Central Park is most natural and conceptually planned of the sub-areas. Both the southern and northern terminus of the Sacramento River Parkway have yet to be defined. The City owns the northern parkway area (i.e. the WWTP) and the Port owns the southern parkway area. The recommended uses, form, and location of the Sacramento River Parkway features are discussed in the subsections that follow. Due to the embryonic nature of the recommended recreation improvements, there are no recommended timeframes their completion.

South Pioneer Bluff Neighborhood Park

In consideration of the de-industrialization activities associated with a portion of the WWTP, Jacobs prepared an informative TM that captures the potential for the adaptive reuse of approximately 1.6 acres of the site. These improvements are denoted as a-c, e-f and k on Exhibit 19. This TM includes an existing conditions assessment, an opportunities and constraints analysis, a vision and inspiration discussion, program recommendations and a recommended action plan. This TM is provided as Appendix M.

The program recommendations are summarized in Exhibit 31. In addition to the adaptive reuse of the existing vaults, the recommended programming included a riverfront wayfinding element (i.e. modern or abstract interpretation of a lighthouse), historically referenced public art or shade structures described in detail in Section 4.7.4 and sediment diversion structure. The reuse of the existing vaults could range from fountains, art installations and/or skate park amenities. Examples are provided as Exhibit 32. The BAAR noted that the sedimentation at the confluence of the Sacramento River may be an ongoing issue for the two recommend alternatives and recommended developing countermeasures to address this issue. The diversion structure shown on Exhibit 31 is a sample countermeasure that could include recreation amenities.

In 2018 at a Parks, Recreation and Intergenerational Commission (Parks Commission) meeting, the Parks Commission approved a recommendation to include a portion of the WWTP site into the Central Park. It is recommended that consultation with the CVFPB and the USACE occur to determine the permitting process to remove or retrofit the existing vaults. It is also recommended the diversion structure/boat ramp facilities be analyzed further in manner consistent with the recommendations contained in the BAAR. The recommended timeframe for completion of these tasks is by 2020.

Exhibit 31: South Pioneer Bluff Neighborhood Park

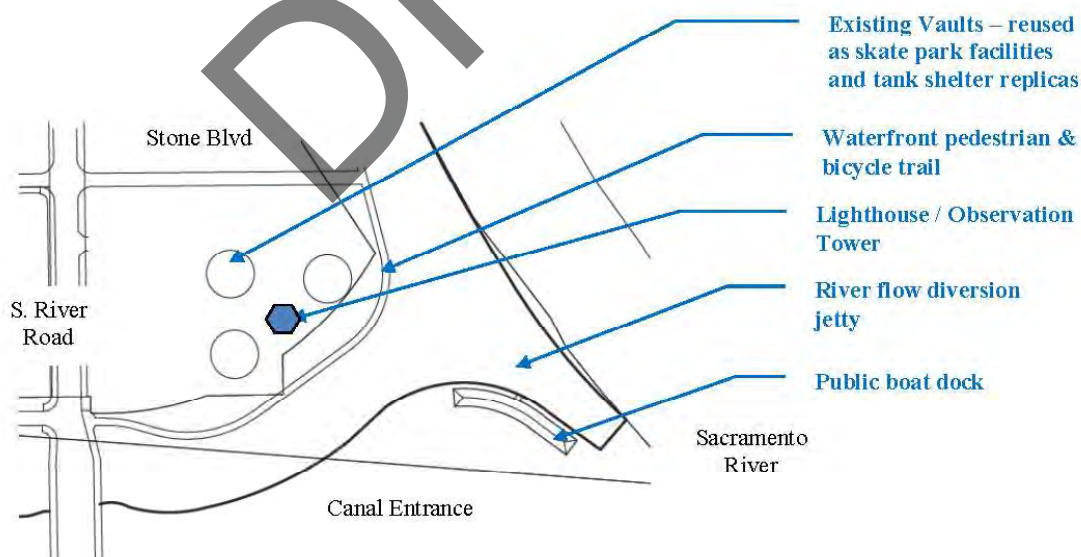


Figure 11 – Conceptual Site Design
(Source: Jacobs)

Exhibit 32: Sample Vault Reuse

Figure 7 – Example of Fountain Reuse
(Source: unknown)



Figure 5 – Example of Garden Reuse
(Source: unknown)

Stone Lock South Neighborhood Park

The *General Plan* placed the Stone Lock South neighborhood's park along the westerly boundary of the Stone Lock District, as shown in the revised Central Park vision (i.e. Site 5) and assumed a future connection to the adjacent Southport Gateway Park with a pedestrian and bicycle connection. In 2017, Jacobs recommended relocating this park site to a location closer to the Sacramento River in the location denoted as improvement j on Exhibit 19. The recommendation to relocate the park was based

on concerns that the new facility would detract from the utility of the existing facility. Jacobs recommended that new facilities be connected by pathway consistent with the green infrastructure design standards, described in Section 6.2.4 of Volume II, that enhance the existing park's connection to the river.

Exhibit 33: Recommended Relocation Site



Figure 2 –Park Site Location A
(Source: Jacobs)

Jacobs prepared a TM that considered the relocation options for the Stone Lock South neighborhood's park. This TM includes an existing conditions assessment, an opportunities and constraints analysis, a vision and inspiration discussion, a site placement alternatives discussion and recommendations. This TM is provided as Appendix N. At a 2018 meeting, the Parks Commission approved a recommendation to relocate the Stone Lock South neighborhood park to an alternative site along the river as shown in Exhibit 33. It is recommended that the original site's zoning be changed to MU-NC with the next *General Plan* update. Exhibit 34 shows the interpretation of this conceptual approval in relation to the recommended Mobility Network, which includes the conversion of a portion of South River Road

located on the crown of the setback levee to a trail. The trail is denoted as improvement d on Exhibit 19. The recommended timeframe for the conversion of South River Road to a trail is by 2028.

Exhibit 34: Stone Lock South Neighborhood Park

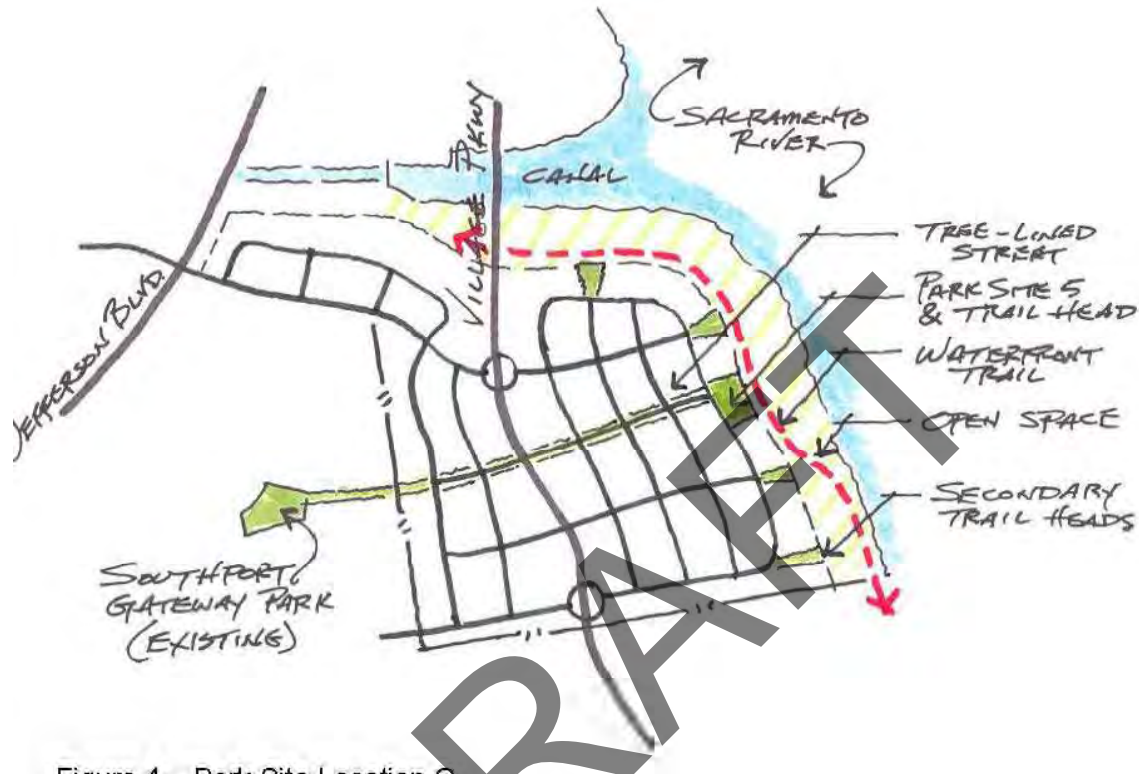


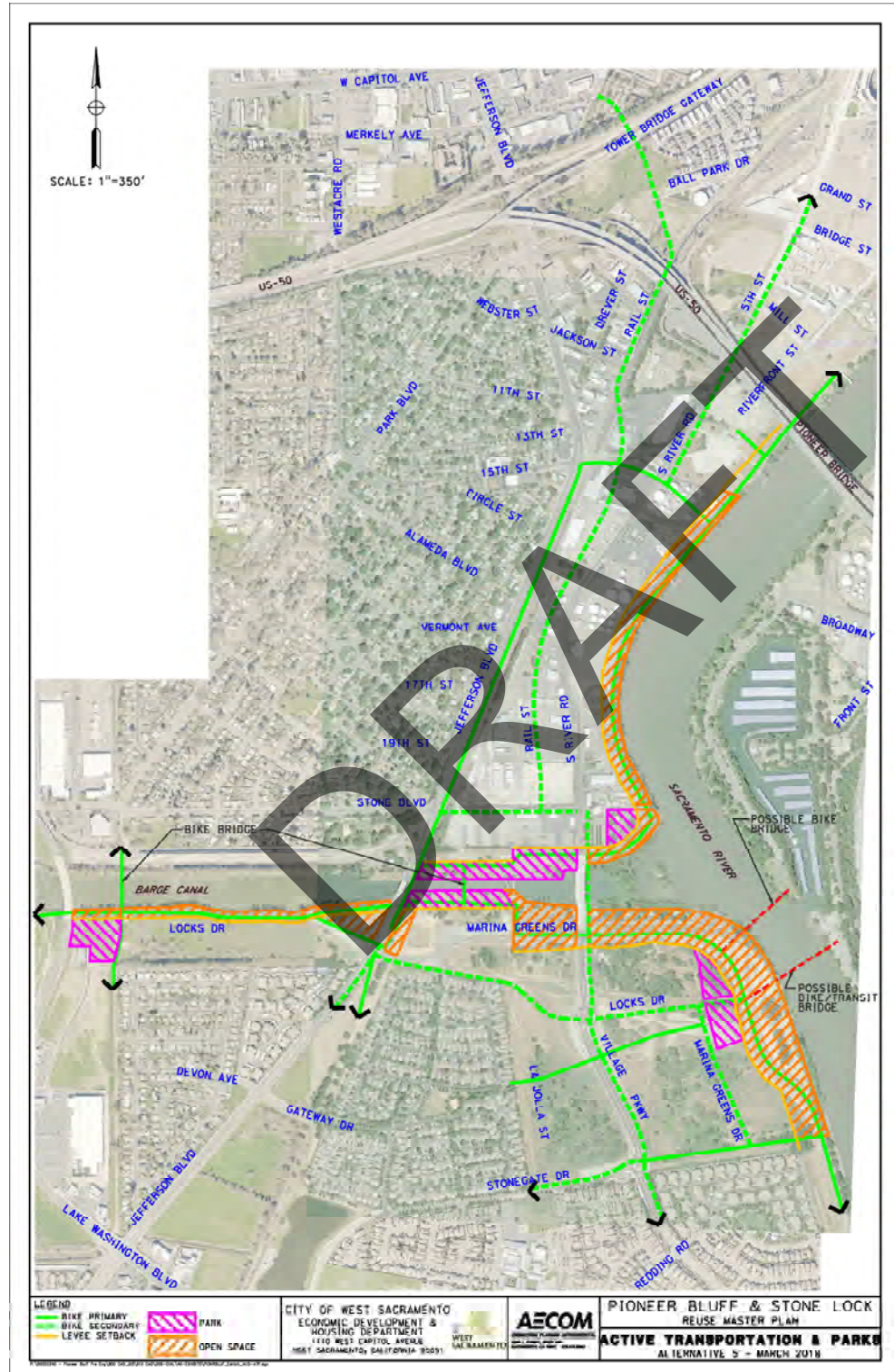
Figure 4 – Park Site Location C
(Source: Jacobs)

Sacramento River Bridge

To facilitate a connection between the City's Central Park and the City of Sacramento's Miller Park and Marina Complex, the Sacramento Riverfront Master Plan recommends a non-automobile bridge denoted as improvement h in Exhibit 19. Exhibit 35 shows all the proposed parks and open spaces in the Districts that comprised the Central Park and all trails and bicycle facilities that connect them. Exhibit 35 also shows the two most likely locations for improvement h. The location is dependent upon the type of bridge constructed. There are two types of non-automobile bridges across the Sacramento River that are considered in the Master Plan. A bicycle and pedestrian bridge that lands at the Stone Lock South neighborhood park on the West Sacramento side and a bicycle, pedestrian and transit bridge

that connects on the West Sacramento side to Locks Drive. The later bridge type is discussed further in Section 4.8.2.

Exhibit 35: Active Transportation and Parks



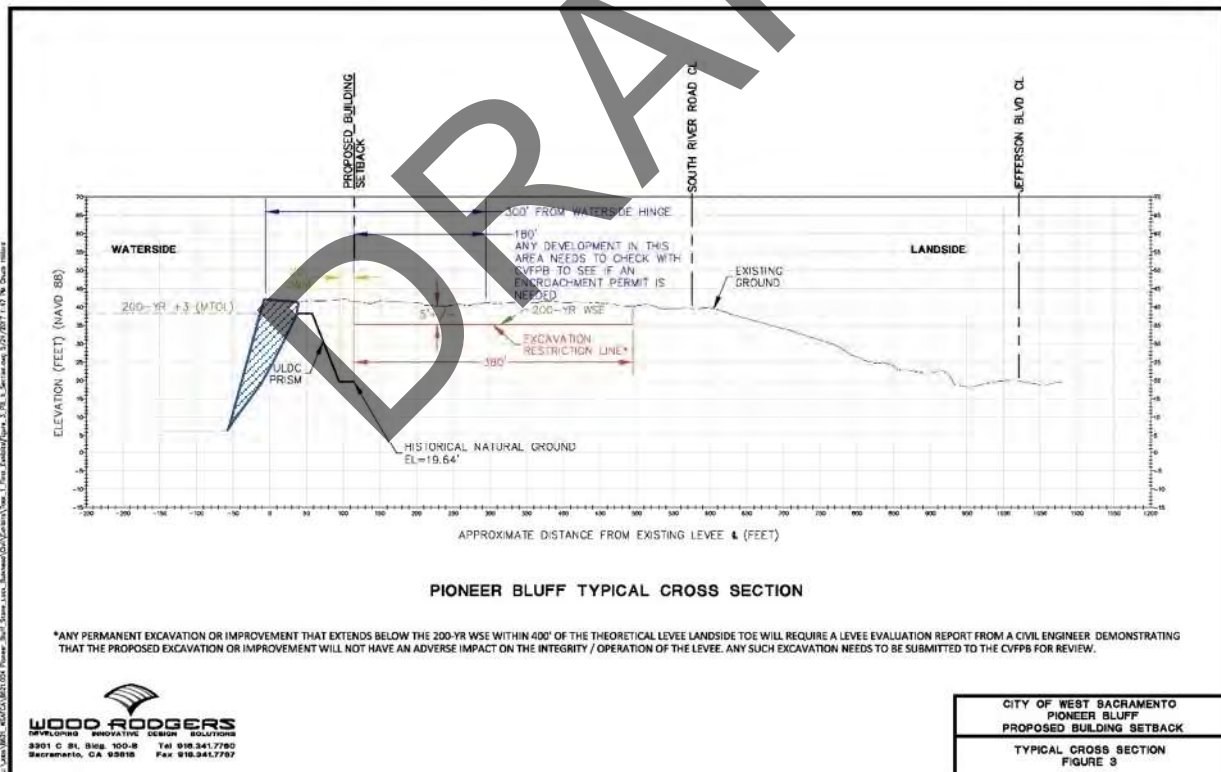
4.6 Ecosystem Enhancements

The recommended flood protection, parks and open space improvements provide opportunities for ecosystem enhancements.

4.6.1 Pioneer Bluff River Walk

The Pioneer Bluff River Walk (i.e. Site 6 according to the revised Central Park vision in Volume II) and shown as a primary bike path on Exhibit 35, is proposed to be constructed on the levee crown of the ULDC prism. The recommended flood protection remediation measure for this levee segment is described in Section 3.4 for Volume II. A slope flattening project to achieve the ULDC prism would result in removing the hatched area shown on Exhibit 36. This area is approximately 40-feet wide from the waterside hinge and is the location of all the riparian habitat in the Pioneer Bluff District.

Exhibit 36: Pioneer Bluff Slope Flattening



Reconsidering the flood protection solution for this levee segment or pursuing federal de-authorization of this levee segment as a flood protection feature, both provide opportunities to protect to the existing riparian habitat and recreational enjoyment of this natural space. It is presumed that the Pioneer Bluff River Walk would be designed to be consistent with trail design standards for urban recreation corridors described in Section 4.3.2 of Volume II to achieve a similar outcome expected in the Bridge District which has retained its natural landscape. Additionally, reconsidering the flood protection solution may alter the location of the building setback in a manner advantageous for development interests and for the reuse of the Stone Lock Facility's existing buildings that are within the setback area. De-authorization will very likely remove the need for a ULDC-compliant building setback area and the need for the excavation limits described in Section 4.4.1. However, while the process for de-authorizing a federal levee is technically possible, there are no local examples to emulate. It is therefore recommended that before the building setback is formalized in the Pioneer Bluff District and the Pioneer Bluff River Walk is designed that these alternatives are investigated. The timeframe for construction for construction of the Pioneer Bluff River Walk is discussed in Section 4.8.6.

4.6.2 Bulkhead Structure Alternatives

The BAAR identified three riparian habitat considerations when assessing the four proposed flood protection solutions for the Bulkhead Structure: water quality, fish passage and ecosystem enhancement. The two recommended flood protection solutions for the Bulkhead Structure rated fair or better for these objectives. The recommended timeframe for completion of the next phase of investigations into these habitat consideration is by 2023. These considerations are briefly summarized below.

Water Quality

The Barge Canal and DWSC are currently mostly hydraulically separated from the Sacramento River. This causes water to stagnate in the Port and promotes the growth of algal blooms in the summer. This problem was identified in 1996 De-authorization of the William G. Stone Lock, Barge Canal and Bascule Bridge Initial Appraisal Report (IAR) prepared by the USACE. The IAR which acknowledged that discontinued operations of the locks or filling in the locks would impact water quality in the DWSC. Recent studies by the US Bureau of Reclamation (USBR) have found that the stagnant water in the DWSC

has relatively high specific conductance (salt content) pH, and low dissolved oxygen content, especially in the lower depths. These factors all contribute to diminished water quality.

Increasing water flow through the Barge Canal and DWSC would reduce the potential for algal and improved dissolved oxygen levels in the vicinity of the Barge Canal and Port. Recent studies by the USBR have also shown that even small amounts of water that are able to leak past the Bulkhead and Sector gates, as shown on Exhibit 37, can improve water quality. More analysis is needed to determine the appropriate amounts of water diversion from the Sacramento River.

Exhibit 37: Sacramento River Water Leaking through Western Sector Gate



Fish Passage

The IAR also acknowledged that discontinued operations of the locks or filling in the locks would prevent fish passage from the DWSC into the Sacramento River. The Sacramento River supports a number of native and non-native anadromous fish species that migrate through the Bay-Delta to spawning areas upstream. These species include four runs of Chinook salmon (winter, spring, fall and late-fall), Central Valley steelhead, green and white sturgeon, striped bass and American shad. Fish surveys conducted by the California Department of Fish and Wildlife indicate that fish that swim up the DWSC cannot reach

the Sacramento River and, ultimately, get stranded in the Port due to the presence of the closed sector gates and the Bulkhead Structure.

Reconnecting the Barge Canal to the Sacramento River would allow migrating fish to regain access to the Sacramento River and spawning grounds up-stream. Both BAAR solutions provide opportunities to reconnect these waterbodies although the quality of this connection is unknown. The IAR preliminarily evaluated modifying lock operations as means to allow upstream migrating fish into the Sacramento River. This presumed that the both sectors gates were operational. The IAR also included a preliminary analysis of structural modifications to the facility. It concluded that the two best alternatives for supporting fish passage were the continued operations of the locks or construction of fish ladder. Since neither of the recommended flood protection solution's in the BAAR considered the re-energizing of the western sector gate, fish ladder was incorporated into the Stone Lock Facility's recommended programming as it compatible with both recommended flood protection solutions for the Bulkhead Structure. A conceptual layout and cost estimate for a fish ladder around the eastern sector gate is provided in Appendix O. More analysis is needed to determine the appropriateness of a fish ladder.

Ecosystem Enhancement

Delta Smelt and other Bay-Delta native and non-native fish depend on zooplankton as their principal food source for all or part of their life cycle, and they are chronically food-limited within the Sacramento and San Joaquin Delta system. This food shortage negatively impacts the growth, survival, and reproductive capacity of these fish populations. The USBR has expressed interest in determining the feasibility of using the DWSC to boost the Delta's food supply, particularly during the spring, summer, and fall seasons. It has been hypothesized that plankton produced in the middle and upper reaches of the DWSC downstream of the Port could be exported to the Delta using flow diverted from the Sacramento River. This would be accomplished without interruption to maritime activity in an adaptive management framework that includes varying the timing and magnitude of water diversion and evaluating the resulting effects on food production in regions downstream of the Port. Reconnecting the Barge Canal to the Sacramento River would allow for the opportunity for diverting water for food export. More analysis is needed to determine the applicability and value of this approach.

4.7 Historic Preservation

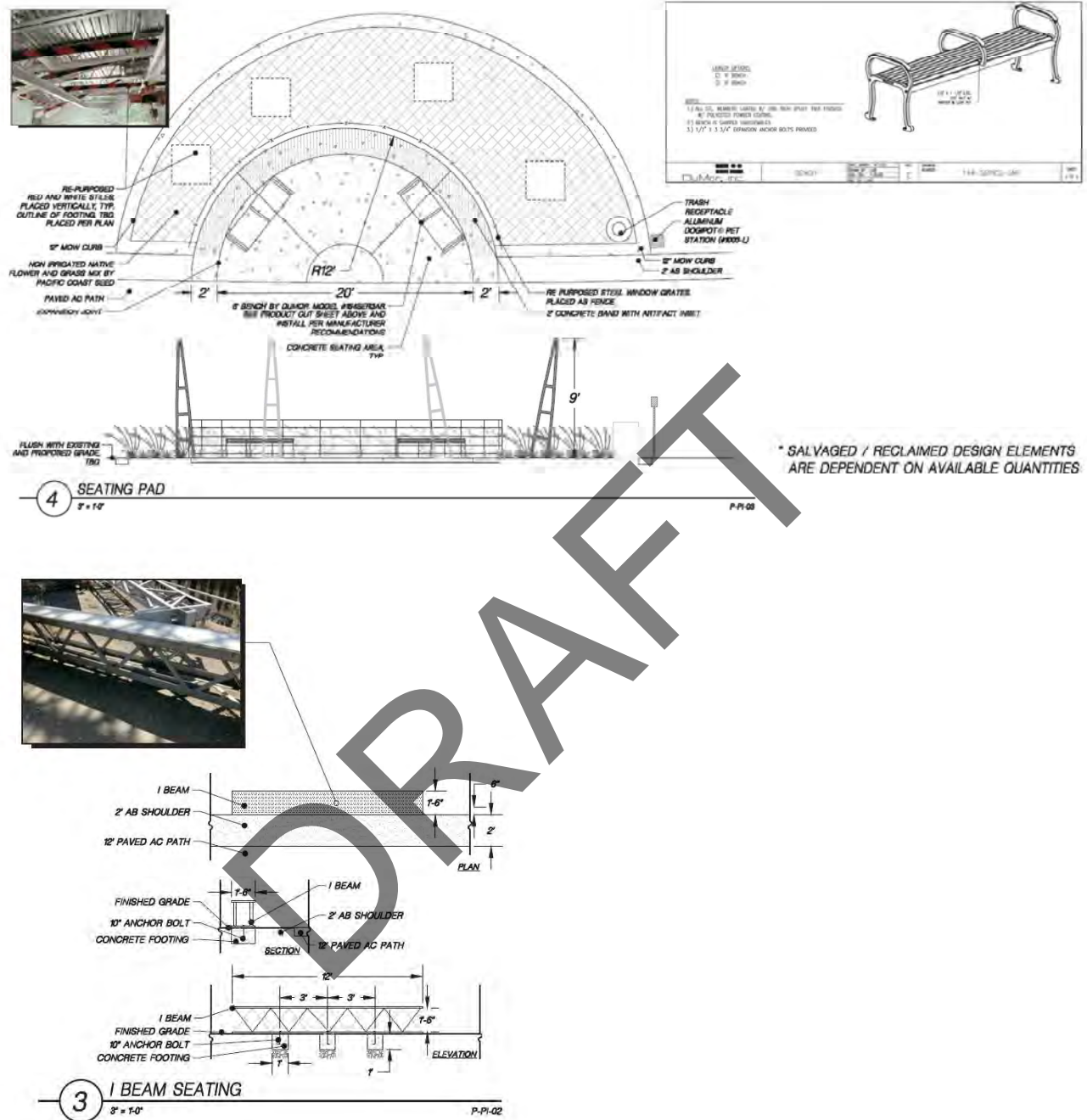
The Sacramento River and the Stone Lock Facility played a significant role in the development of Northern California's industrial economy. As part of developing the recommended parks, open space and recreation improvements certain opportunities arose to preserve and showcase the historical significance of the Districts' assets.

4.7.1 Barge Canal Trail Treatments

There are four formal seating areas along the Barge Canal trail project. Each of the four seating areas incorporate found artifacts from the Stone Lock Facility's maintenance buildings. In addition, there are six informal seating areas dispersed between them. These informal seating areas reuse I Beams also found at the Stone Lock Facility. These design elements are included in the sixty percent (60%) design provided in Appendix H and are shown in Exhibit 38.

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Exhibit 38: Barge Canal Trail Design Elements



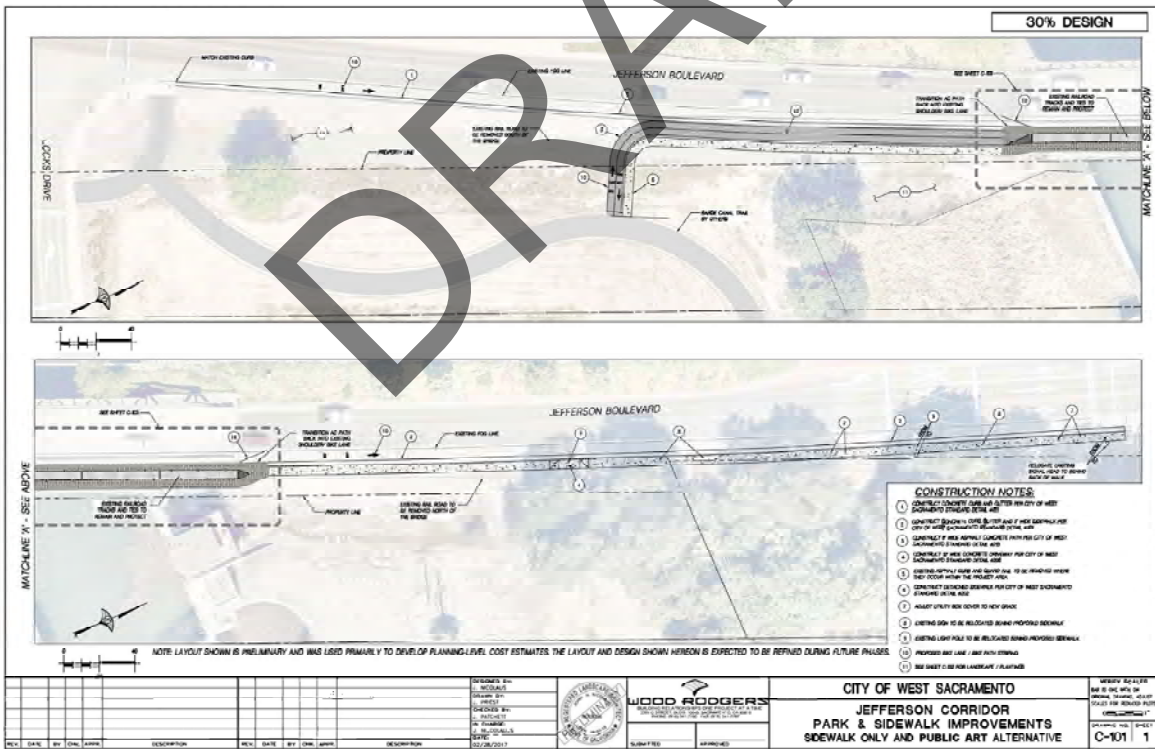
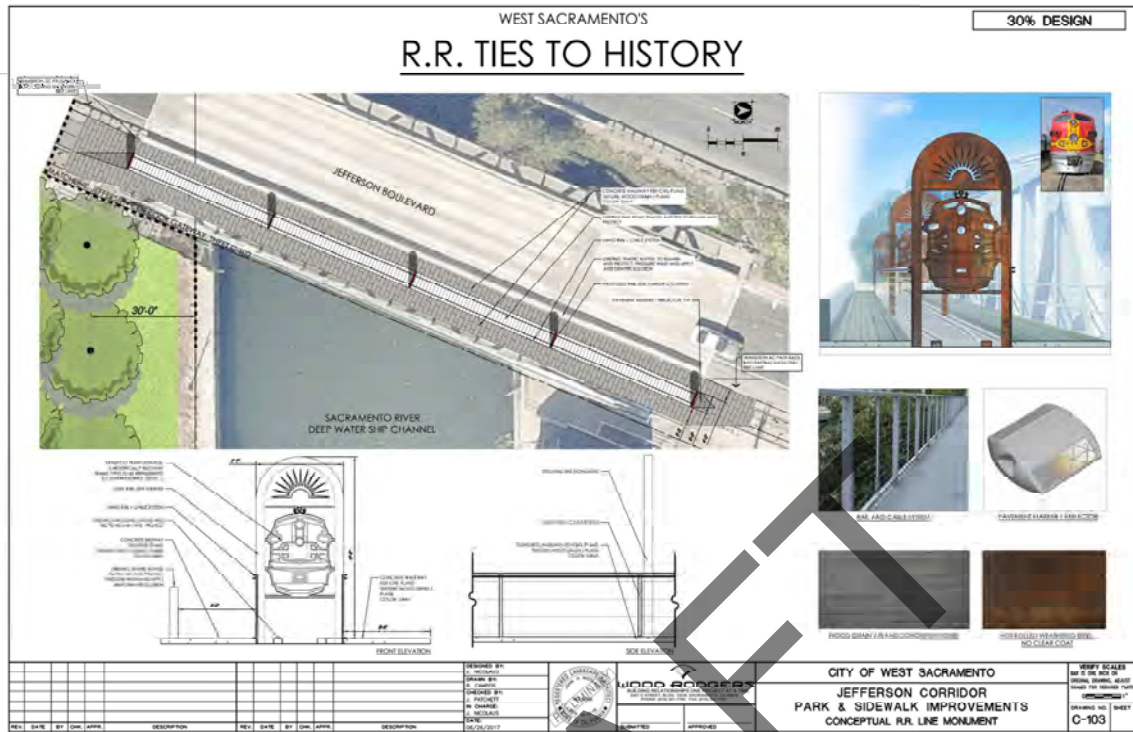
4.7.2 Jefferson Boulevard Bridge Public Art Alternative

The design of the recommended sidewalk improvement along the eastern side of Jefferson Boulevard to Stone Boulevard could be modified to incorporate public art that highlights the existing rail features that remain on the bascule bridge as shown on Exhibit 39.

Exhibit 39: Jefferson Boulevard Bascule Bridge

Instead of covering the rail tracks and ties with asphalt and concrete as shown on Exhibit 21, a rail and cable system could be used to protect the existing tracks and ties to allow pedestrian the opportunity to view the water below. Installed adjacent to the protected area are higher quality walkway treatments. Within the protected areas are pedestrian scaled railroad-related metal sculptures that utilize the same material used for the parkway industrial-inspired elements. These improvements to the bridge limited bicycle circulation options for this segment of Jefferson Boulevard. Instead of a continuous Class I bike path across the bridge, northbound bicyclists would either need to transition into the bike lane for the length of the bridge or divert to the Stone Lock Plaza bridge to cross the Barge Canal. The additional cost to substitute in these improvements is \$900K. The complete cost estimate for the parkway, trail, sidewalk and public art improvements are provided in Appendix P. See Exhibit 40 for the thirty percent (30%) design for the public art and sidewalk alternative for the bascule bridge. In order to meet the recommended timeframe for completion of this improvement a decision regarding the bridge's design and treatments should be made by 2019.

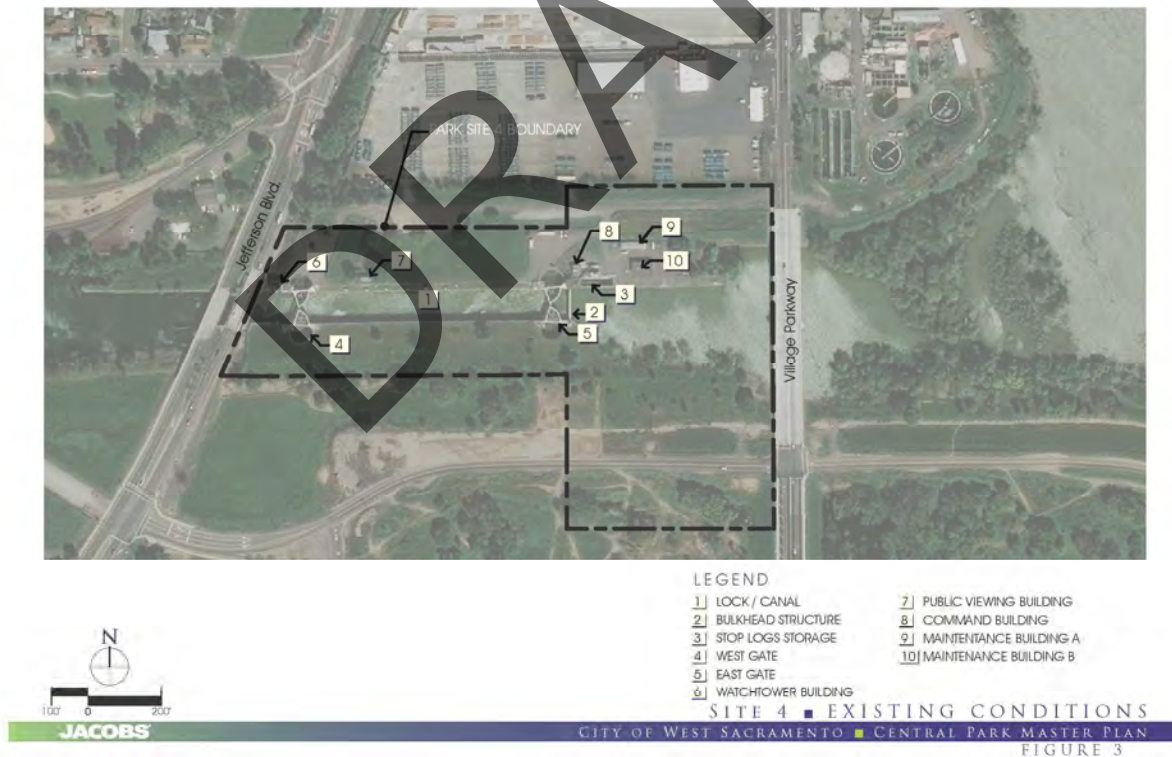
Exhibit 40: Jefferson Boulevard Bridge and Sidewalk Improvements Public Art Alternative



4.7.3 Stone Lock Facility

The Stone Lock TM recommends repurposing three of the four buildings to remain with publicly accessible programming. Those buildings are shown on Exhibit 41. The recommended reuse of the watchtower building, denoted as improvement 1, is interpretive center that serves as a visitors’ center with historical photos, exhibits and other relics of the facility. The recommended reuse of the public viewing building, denoted as improvement 2, is a beer garden with shade and concession structures. The beer garden is proposed to include tap room featuring local breweries within the existing building and a seating area covered by shade trellis and vines, shaded seating areas along a circular pergola path, and open area for activities such as music and dance. The recommended reuse of maintenance building B, denoted as improvement 10, is a flex-use community building located adjacent to a proposed small event lawn, shown on Exhibit 25. The command building, denoted as improvement 8, would be retrofitted as the control building for either of the two recommended flood protection solution’s BAAR.

Exhibit 41: Stone Lock Facility Existing Conditions



The BAAR identified historic preservation as a consideration when assessing the four proposed flood protection solutions for the Bulkhead Structure. It defined this objective in relation to how well the

flood protection alternative preserved and showcased the historical significance of the Stone Lock Facility. The two recommended flood protection solutions for the Bulkhead Structure rated fair or better for this objective.

4.7.4 Waste Water Treatment Plant Reuse

The recommended programming for the South Pioneer Bluff neighborhood park included public art and shade structures that reference the past use of the site as a wastewater treatment facility and industrial site while introducing modern recreational amenities and creative reuse features. As shown in Exhibit 42, the existing tank farm features in the Pioneer Bluff District are reimagined as storage tank replica shaded plazas or semi-enclosed community gathering places.

Exhibit 42: Sample Tank Replicas



Figure 10 – Example of Tank Replicas
(Source: unknown)



Figure 9 – Example of Tank Replicas
(Source: unknown)

4.8 Mobility Network

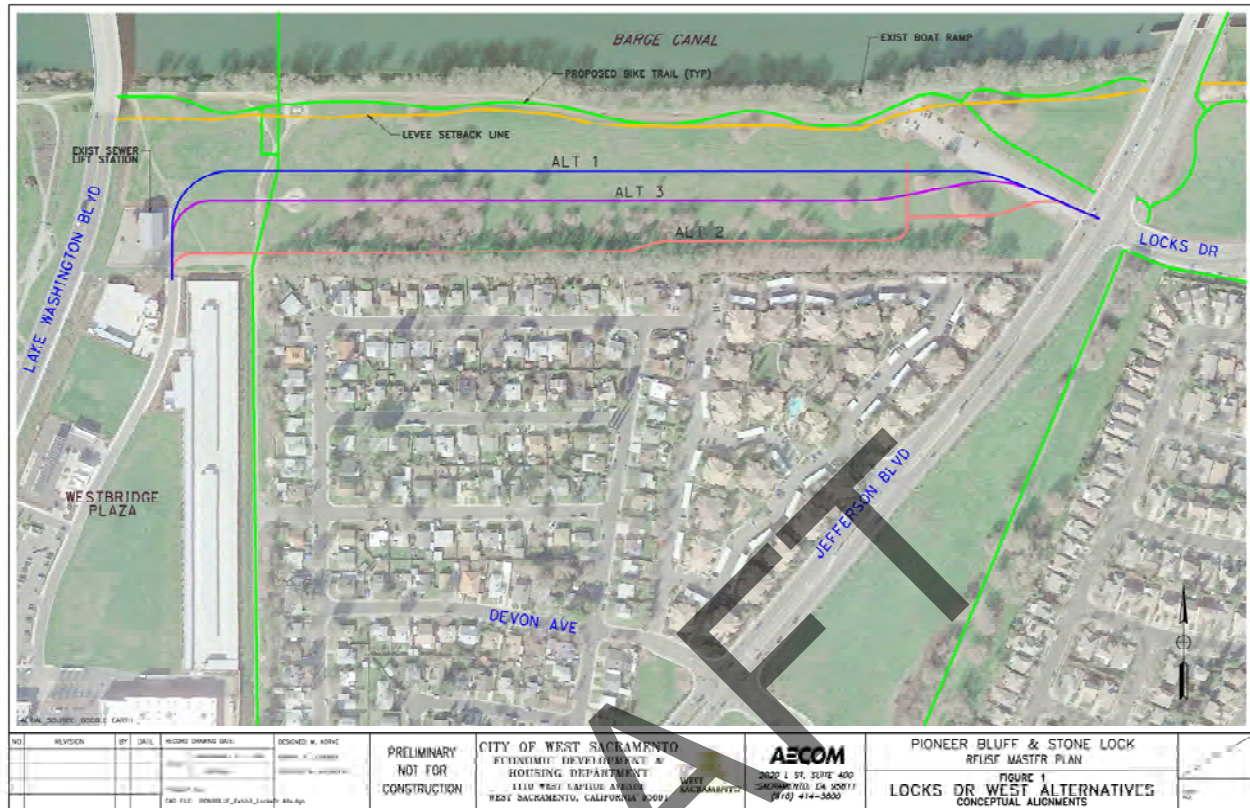
4.8.1 Roadway Alignment Alternatives

The recommended Mobility Network is discussed in Section 5.4.5 of Volume II. There are two roadway segments in the recommend network that warrant discussion regarding their potential alignments: Locks Drive west of Jefferson Boulevard (Locks Drive West) and Rail Street north of 15th Street (Rail Street North). The alignment alternatives and recommended alignments for Locks Drive West and Rail Street North are briefly summarized below.

Locks Drive West

The recommend Mobility Network extends Locks Drive at the Jefferson Boulevard signal to the west through currently undeveloped land of scattered oak trees and native grass. The Lock Drive West is a 2-lane local street that would connect to an existing roadway that runs north-south through the center of the Westbridge Plaza shopping center adjacent to Lake Washington Boulevard. This western connection is consistent with Southport Frame Work Plan. The placement of Locks Drive West has implications for the development of the site, for the programming and design of the Barge Canal neighborhood park, which is discussed in Appendix G, and for the existing environmental resources. The recommended Mobility Network currently places this segment of Locks Drive though the approximate middle. In 2018, AECOM prepared a TM discussing three possible alignment alternatives for Locks Drive shown on Exhibit 43. This TM is provided as Appendix Q. All alternatives assume the recommended cross-section discussed in Section 4.8.4.

Exhibit 43: Locks Drive West Alternatives



Alternative 1: This is the alignment shown in the recommended Mobility Network. It is the straightest alignment of the three alternatives. This alignment avoids all the existing oak trees and provides the most free-flowing connection between the two ends of the project. This alignment suggests a roadway that is part of the overall circulation network meant for use by both through and local traffic. However, this alternative leaves less than 100 feet of developable width at its closest point from the levee setback line. The posted speed limit would be twenty-five (25) miles per hour (mph) with advisory warnings at the west end.

Alternative 2: This alignment alternative represents the most southern configuration of the road. It runs just north of the line of heritage oak trees along the southern parcel boundary. The main proposed east-west roadway does not make a direct connection to Jefferson Boulevard. A short reversing curve roadway leads from Jefferson Boulevard to T-intersection several hundred feet into the project site. This alternative maximizes the developable space adjacent to the waterfront and avoids most of the existing trees. However, the circuitous alignment suggests the character of an internal parcel roadway meant

only for local access, with limited utility to the overall mobility network. The posted speed would likely be no more than fifteen (15) mph. Heavy vehicles may have difficulty navigating this alignment.

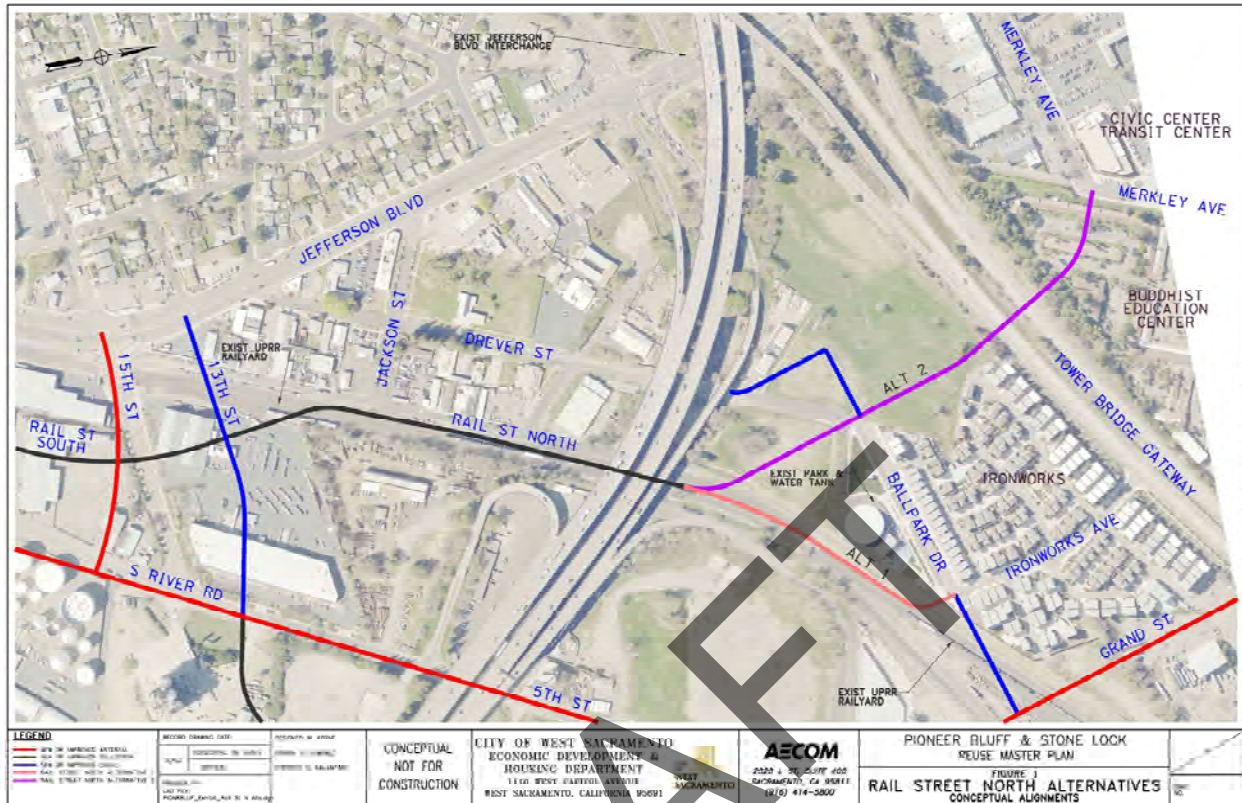
Alternative 3: This alignment places the main portion of the roadway slightly south of the exact center of the parcel. This allows for a minimum of 185 feet of developable width between the proposed roadway and the levee setback line. These roadway curves at the beginning and end of the roadway provide a traffic calming measure at the entries to the future residential development while still allowing traffic to comfortably traverse the site. This alignment avoids most of the existing oak trees and provides good circulation for thru traffic. This alternative suggests a roadway character of a local access street but still part of the overall mobility network. The posted speed would likely be twenty-five (25) mph with advisory warnings at the west end.

All three alternatives are constructible, geometrically viable, and provide access and circulation through the site. Tree impacts vary from none (Alternative 1) to minor (Alternatives 2 and 3). All three alternatives avoid the dense line of heritage oak trees along the southern parcel boundary. It is recommended that the ultimate roadway alignment be determined through other implementation documents and limited to a range contained by Alternatives 1 and 3. It is also recommended that the recommended Mobility Network continue to carry Alternative 1 as the preferred alignment of Locks Drive. The recommended timeframe for this improvement is dependent upon the development of the Barge Canal Neighborhood.

Rail Street North

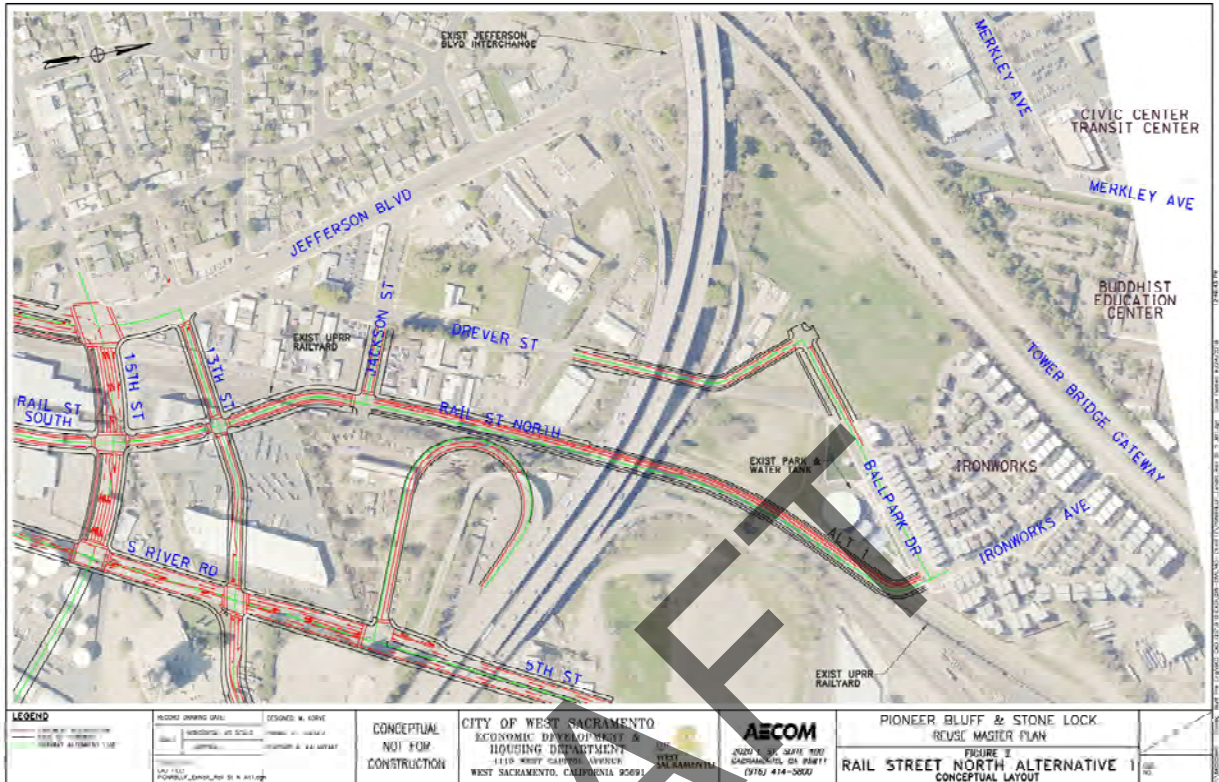
The recommended Mobility Network modifies the function and utility of Rail Street as it is designed in the BDSP. In the recommended Mobility Network, Rail Street is a 2-lane collector with bicycle facilities connecting the Bridge and Pioneer Bluff Districts. Rail Street North generally retains the existing BDSP alignment until south of US-50 where the proposed intersection with 15th Street is moved slightly to east. The northern terminus of Rail Street has implications for the overall utility and function of the roadway, the implementation of the BDSP and an existing Bridge District neighborhood. In 2018, AECOM prepared a TM discussing two northern terminus alternatives to the BDSP. Those alternatives are shown in Exhibit 44. This TM includes a network circulation and land use assessment. This TM is provided as Appendix R.

Exhibit 44: Rail Street North Alternatives



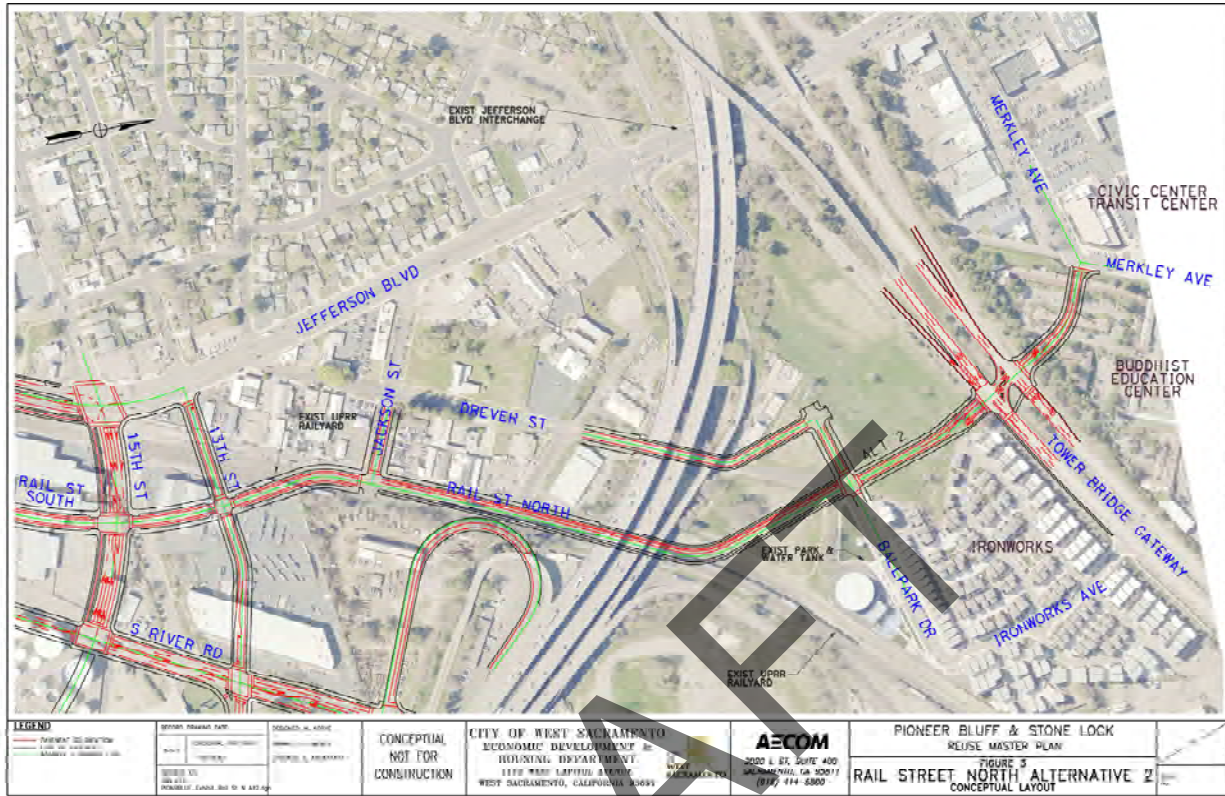
Alternative 1: This segment of Rail Street North connects directly to Ironworks Avenue eliminating the BDSP’s Bridge Street connection. In this alternative, Ironworks Avenue remains a 2-lane public roadway bisecting the Ironworks development. It retains the traffic circle on Ironworks Avenue midway between Ballpark Drive and TBG. Ironworks Avenue has on-street parking on one side of the road and no designated bicycle facilities. This alternative was conceived with the preparation of Mobility Network Alternative 4, which is discussed in Section 5.4.4 of Volume II. A conceptual layout of Alternative 1 is shown in Exhibit 45.

Exhibit 45: Rail Street North Alternative 1



Alternative 2: This segment of Rail Street North connects Rail Street to a new intersection with Ballpark Drive immediately west of the existing Ironworks development. Rail Street North then continues to second new intersection at TBG. Alternative 2 could also extend Rail Street across TBG to Merkley Ave, to the City Civic Center. Alternative 2 provides an alternative route to the more congested arterials Jefferson Boulevard and 5th Street, thereby improving the operation of overall network. The proposed intersection at Rail Street and TBG also provides additional opportunities for the planned Jefferson Boulevard and Highway 50 interchange improvements. Connections from Jefferson Boulevard to and from TBG could be removed or significantly rearranged due to the alternate route that Rail Street provides. A conceptual layout of Alternative 2 is shown in Exhibit 46.

Exhibit 46: Rail Street North Alternative 2

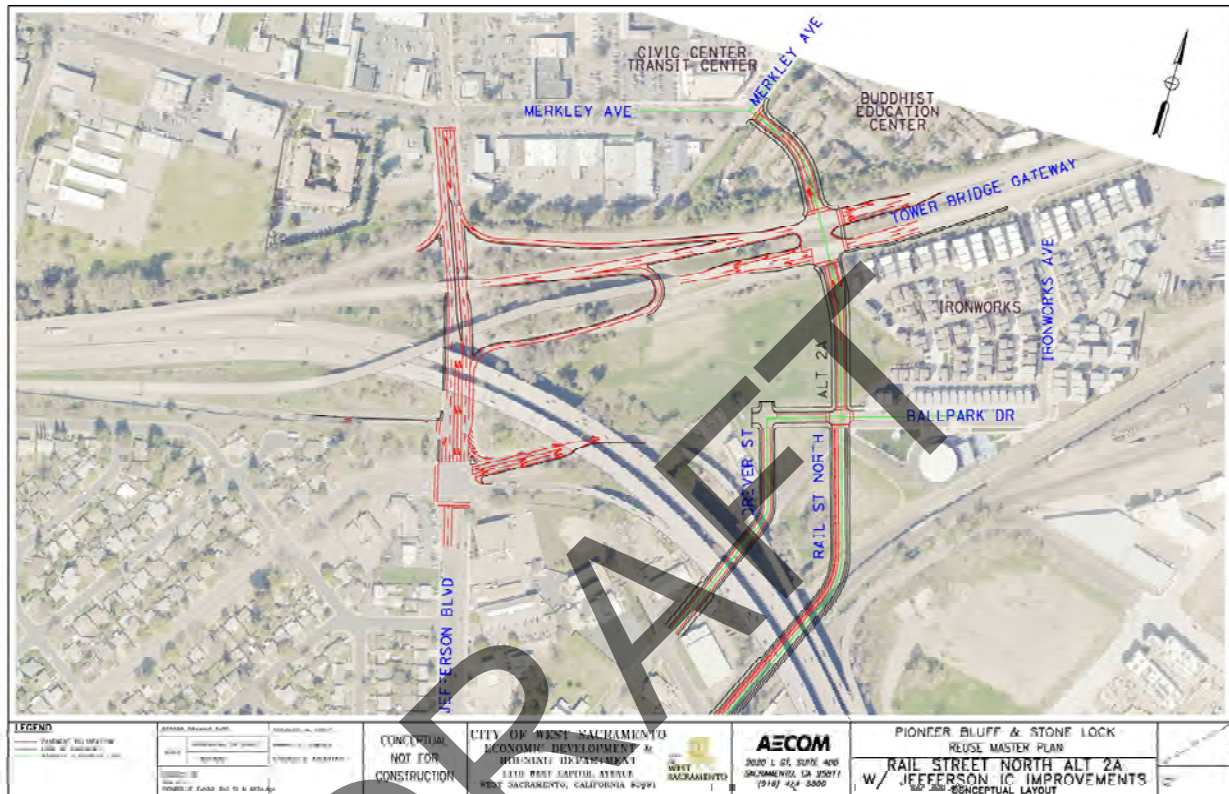


Both alternatives are constructible and geometrically viable. Both provide improved circulation and increased mobility and development opportunities. Alternative 2 is the recommended terminus of the Rail Street North. This alternative provides a consistent multi-modal connection to TBG as well as new connection to the City’s Civic Center. Alternative 2 also provides improved access to future development sites without impacting existing ones. Based on this comparison, the recommended alternative better conforms to the vision of the Rail Street as a multi-modal inter-district connector and the spine of the Pioneer Bluff District. Implementation of this alternative will require an amendment to the BDSP.

The recommended Rail Street improvements could be phased. The portion north of Ballpark Drive could be constructed prior rail relocation. This improvement would provide much need frontage improvements for the vacant parcel to the west of the Ironworks development and provide better connectivity to the City’s Civic Center. The cost estimate for the recommended phase 1 Rail Street North and Drever Street improvements, including underground utilities, is discussed in Section 4.8.8. In addition, Alternative 2 could be modified further to potentially improve conditions on Jefferson Boulevard under Highway 50. Exhibit 47 shows how modifications to this portion of Jefferson could

increase vehicle storage and eliminate friction by rerouting traffic and removing turn lanes between Merkley Avenue and Park Boulevard.

Exhibit 47: Rail Street North Alternative 2 with Jefferson Boulevard Improvements



This conceptual design eliminates left-hand turning movements from the Highway 50 off-ramp. These turning moving would instead occur on TBG. Vehicles would make a U-turns at the Rail Street intersection to access Jefferson Boulevard or make left turns to access Merkley Avenue or West Capitol Avenue. This design would eliminate Jefferson Boulevard direct connection to TBG. Vehicles would instead take Dreyer Street or Merkley Avenue to access TBG at the Rail Street intersection. This conceptual design would also modify the Jefferson Boulevard northbound access to Highway 50. Instead of the existing turning pocket on Jefferson Boulevard Highway 50 would be accessed by via TBG.

It is recommended that both Alternative 2 designs for Rail Street North be investigated further prior to commencing a BDSP amendment. The recommended timeframe for completion of this investigation is 2020.

4.8.2 Recommended Mobility Network (Revised)

In 2018 at a Transportation, Mobility and Infrastructure Commission (TMI Commission) meeting, the TMI Commission approved a recommendation to include the Rail Street North alternative 2 alignment into recommended Mobility Network. This revised recommended Mobility Network with the recommended Rail Street North alternative is shown on Exhibit 48.

Exhibit 49 is its corresponding layered network. Due to the improved connectivity afforded by the recommended Rail Street North alternative, this segment was assumed to have improved bicycle and pedestrian facilities which are reflected in the layer network.

Exhibit 50 shows the recommended streetcar route and stops for the Districts and their intersection with the streetcar routes discussed in the BDSP and *Washington Realized*. The Districts route includes two possible extensions at its southern terminus: a southern extension to the most southern roundabout on Village Parkway and a loop at Locks Drive across a new Sacramento River bridge. As discussed in Section 4.5.3, this bridge could be a bicycle and pedestrian bridge that lands at the Stone Lock South neighborhood park or a bicycle, pedestrian and transit in the location shown on Exhibit 50. The anticipated timeframe for completion of the District's streetcar route is outside the *General Plan's* horizon.

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Exhibit 48: Recommended Mobility Network (Revised)

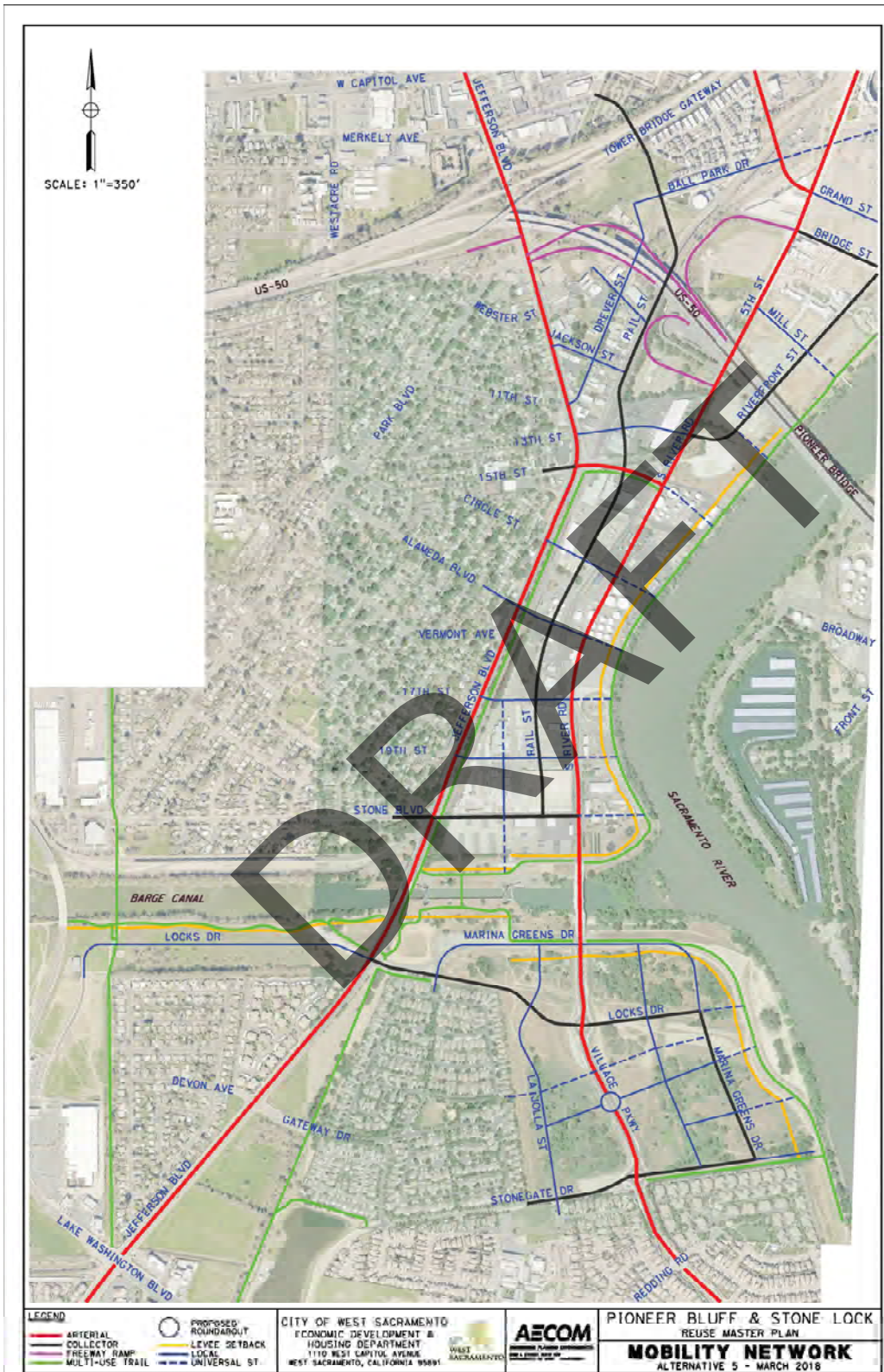


Exhibit 49: Recommended Layered Network (Revised)

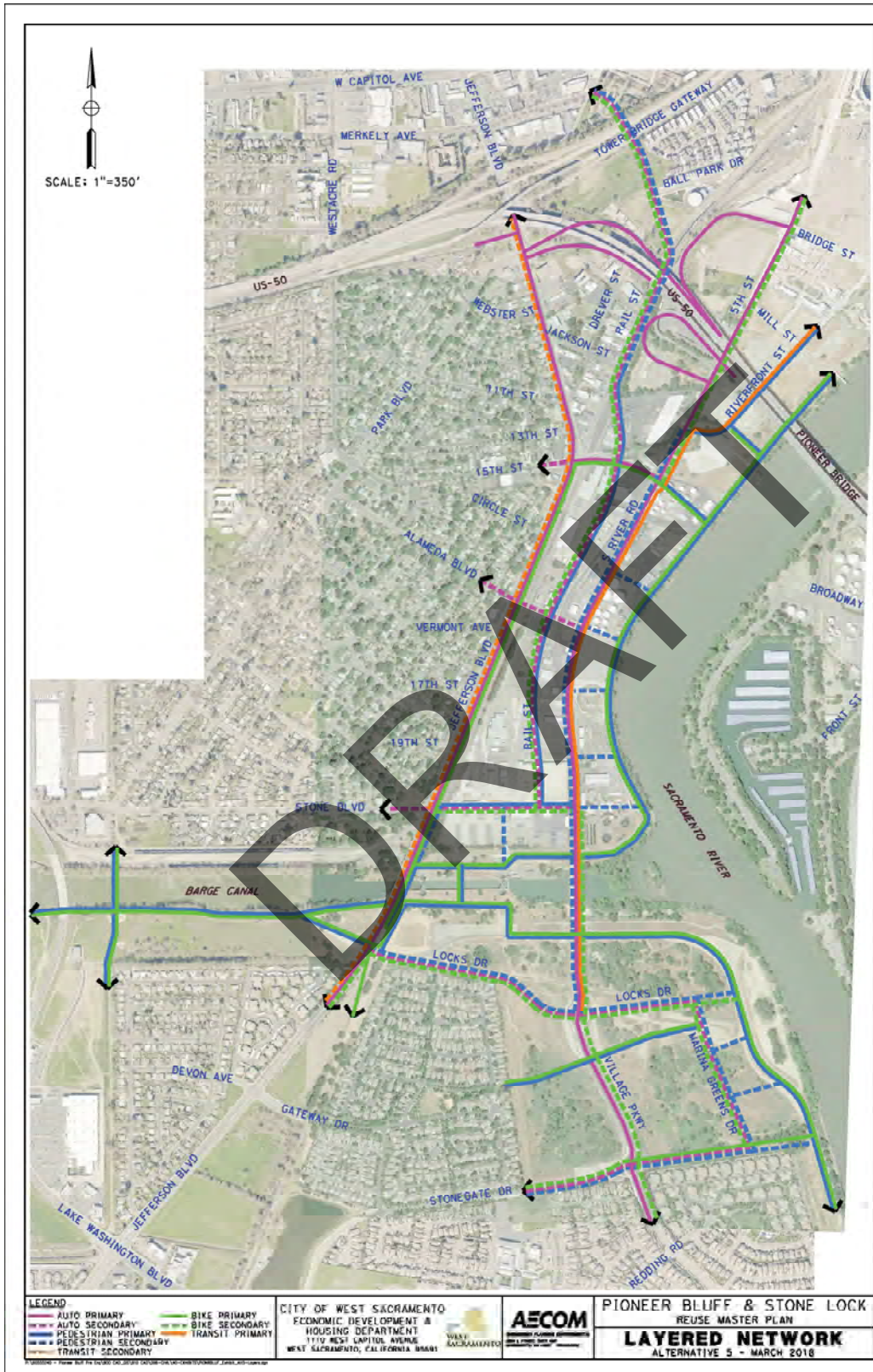
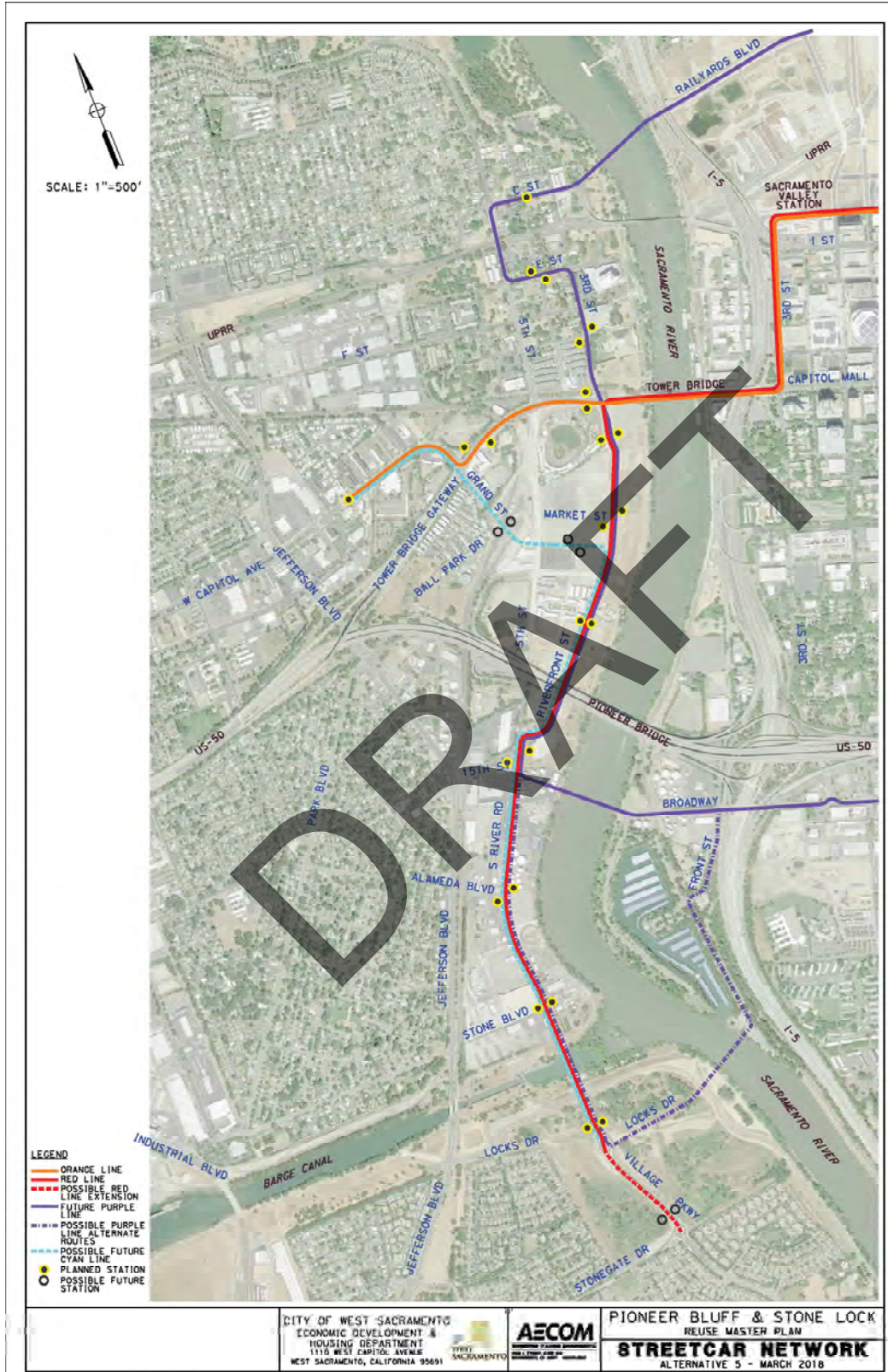


Exhibit 50: Riverfront Streetcar Routes



CITY OF WEST SACRAMENTO
ECONOMIC DEVELOPMENT &
HOUSING DEPARTMENT
1110 WEST CAPITOL AVENUE
WEST SACRAMENTO, CALIFORNIA 95691



PIONEER BLUFF & STONE LOCK
REUSE MASTER PLAN
STREETCAR NETWORK
ALTERNATIVE 5 - MARCH 2018

4.8.3 Recommended Cross-sections

Exhibit 51 shows the recommended number of lanes and right-of-way widths for the Districts' roadways and serves as the key diagram for the recommended cross-sections for each of the Districts roadways based on its primary and secondary functions as identified in Exhibit 49. This diagram and the corresponding cross-sections are provided in Appendix S. Renderings were prepared for each the north-south roadways (i.e. South River Road, Rail Street and Jefferson Boulevard). Exhibit 52 shows the South River Road existing and recommended future condition, and Exhibit 53 shows the Rail Street existing and recommended future condition. Three alternatives were prepared for the Jefferson Boulevard. An assessment of these alternatives and a recommended cross-section is provided in the following subsection.

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Exhibit 51: Recommend Cross-sections

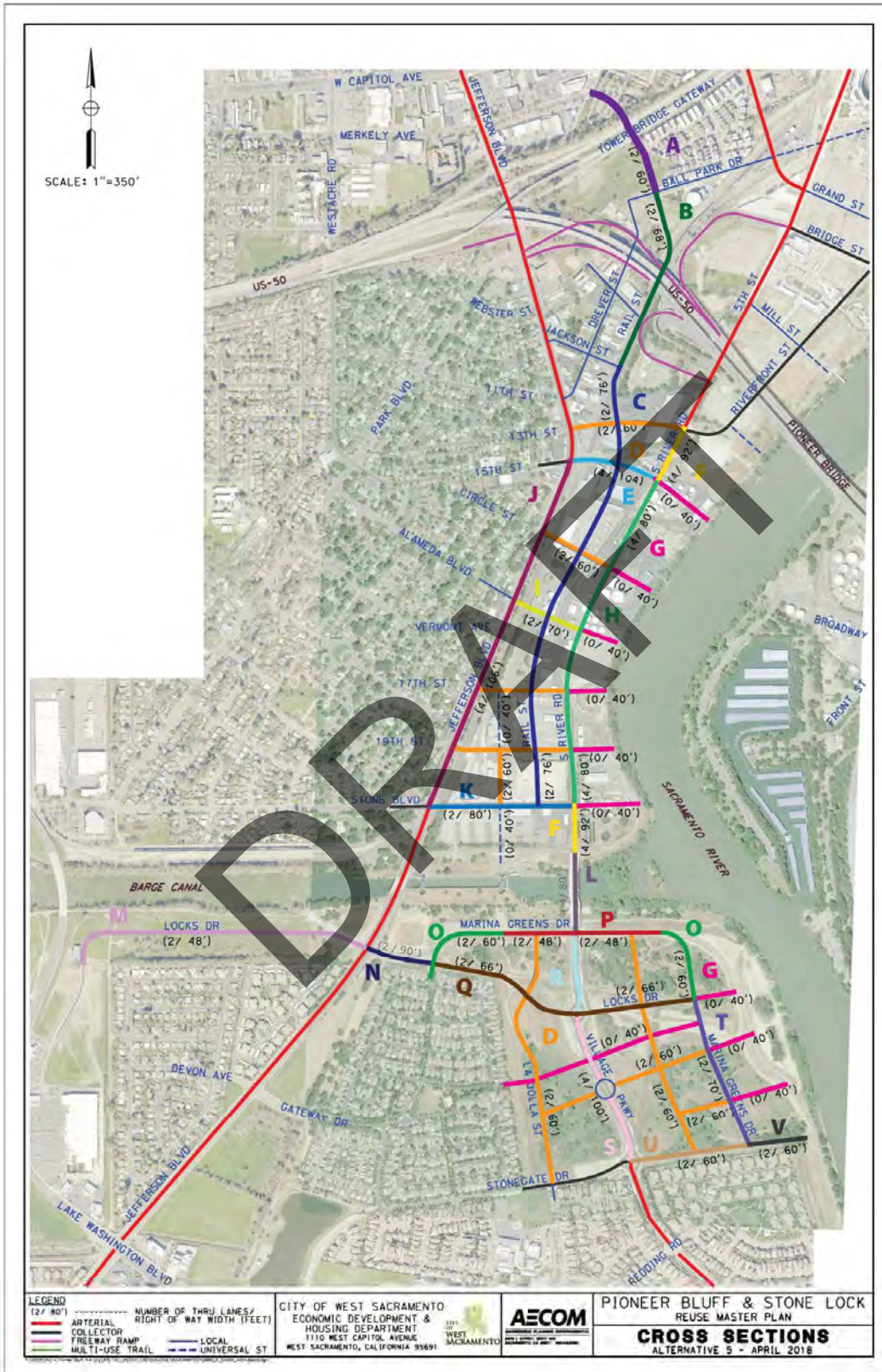
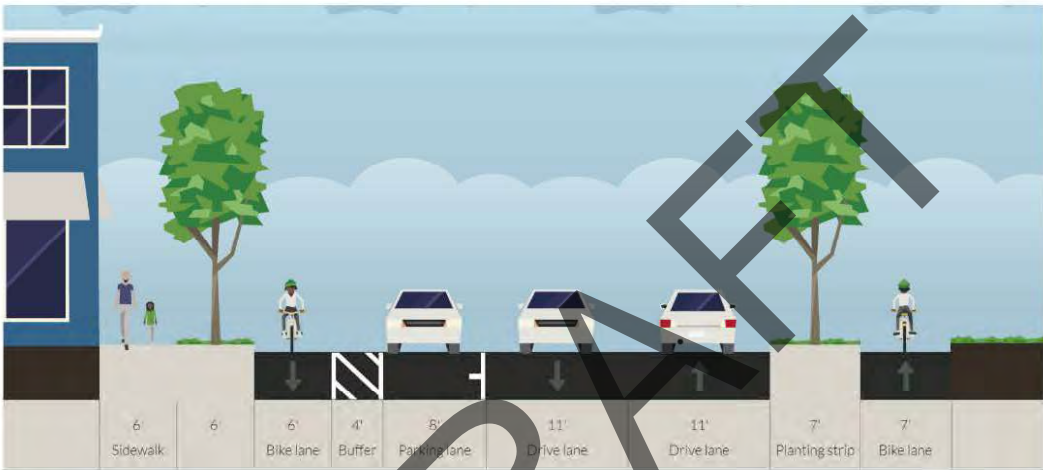


Exhibit 52: South River Road Existing and Planned



Exhibit 53: Rail Street Existing and Planned



Jefferson Boulevard Alternatives

Three alternate cross-sections and corresponding renderings were developed for the portion of Jefferson Boulevard between 15th Street and Stone Boulevard. All three alternatives include 16 feet of the railroad right-of-way and preserve the existing trees along the eastern side that are within railroad right-of-way. In its current condition, this segment of Jefferson Boulevard is a 4-lane arterial with a center turning lane and bicycle facilities. This segment is approximately 90 feet wide for most of its length and widens to 130 feet at the 15th Street intersection. The existing bicycle facilities are oversized and are often used for on-street parking on the west side of the road. All alternatives maintain the number of lanes, including the center turning lane, and bicycle facilities.

Alternative 1: The alternative narrows the existing lanes to accommodate buffered bike lanes and formalized on-street parking of the west side. The narrower lanes and on-street parking should have minor traffic calming effects. The bike facilities are separated from traffic with a 4-foot striped painted buffers and on-street parking on the west side. Sidewalk facilities are added on the east side separated by a 10-foot landscape strip. Limited driveway cuts of the east side could be permitted. Turning complications must be addressed in the design to avoid conflict between bicyclist and vehicles. Alternative 1's existing and future condition are shown on Exhibit 54.

Alternative 2: This alternative also narrows the existing lanes to accommodate a landscaped-and-raised-median buffered bike lanes. The narrower lanes and raised medians with trees may have minor traffic calm effects, however, the static buffers may diminish these calming benefits over time. On-street parking has been eliminated in alternative. The 7-foot buffers enhance bicyclist comfort and the continuous buffer may increase use. Pedestrian comfort is also increased by the raised buffer, and sidewalk facilities are added on the east side separated with by a 10-foot landscape strip. Openings in the buffers would be provided for the existing west side driveways. Limited driveway cuts on the east side could be permitted. Turning complications must be addressed in the design to avoid conflict between bicyclist and vehicles. See Exhibit 55 for Alternative 2's existing and future condition.

Alternative 3: This alternative also narrows the existing the lanes to accommodate on-street parking on both sides of the street and a bi-directional cycle track on the east side. The narrower lanes and on-street parking should have minor traffic calming effects. However, the visual narrowing effects only

exists when cars are parked on both sides of the street. To counteract this, parking spaces are intermittently replaced with raised landscape median with trees. The bi-directional cycle track consolidates bicycle traffic; therefore, no driveway cuts would be permitted on the east side. All points of conflict with vehicles will be at intersections which can be controlled better than driveways. See Exhibit 56 for Alternative 3's existing and future conditions.

All alternatives are geometrically viable, provide traffic calming benefits, and enhanced bicycle facilities. Alternative 3 is the recommended cross-section for this segment of Jefferson Boulevard. This alternative provides the lowest-stress bicycle facility and provides on-street parking on both sides of the roadway. It greens Jefferson Boulevard without sacrificing functionality. On-street parking on the east side of Jefferson Boulevard would encourage commercial and retail frontage and the improved street canopy could improve pedestrian circulation. The recommended alternative recasts this segment of Jefferson Boulevard as an extension of the Pioneer Bluff District and transforms this segment into an urban arterial. The disadvantage of Alternative 3 is that circulation controls result in less flexible bicycle travel options and require cyclists to make turning movements at intersections. Alternative 1 and 2 also provide improved bicycle facilities without the rigidity of Alternative 3. However, the tradeoff of this rigidity is the improved perceived safety for the cyclist and the better-controlled point of conflicts.

The recommended Jefferson Boulevard improvements could be phased. The existing right-of-way could accommodate every improvement in Alternative 3 except for the 10-foot landscaping strip and 6-foot sidewalk within the rail roadway right-of-way. These phases 1 surface improvements are shown on Exhibit 4 and include the restriped lanes, the construction of the cycle track, the planter buffers and the construction of a new T-intersection and signal at Alameda Boulevard. See Appendix T for the Jefferson Boulevard phase 1 Improvement Plan Sheets. The recommendation is that the new signal at Alameda Boulevard be phased. Phase 1 would a signal for just pedestrian and bicycle crossings. This would provide an exit point for the bi-directional cycle track. The second phase that includes automobile turning movements could be considered with the other revised recommended Mobility Network improvements. The cost estimate for the recommended phase 1 Rail Street North and Drever Street improvements, including underground utilities, is discussed in Section 4.8.8. The recommended timeframe for completion for the phase 1 of Alternative 3 is by 2023.

As an alternative phase 1 project, the existing right-of-way could be restriped as shown on Alternative 1 to include the buffered bike lanes and west-side on-street parking. This phase 1 project alternative would not include the new Alameda Boulevard intersection. This cost estimate for this alternative phase 1 project (i.e. paint-only improvements) is provided in Section 4.8.8.

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Exhibit 54: Jefferson Boulevard- Alternative 1 Existing and Planned

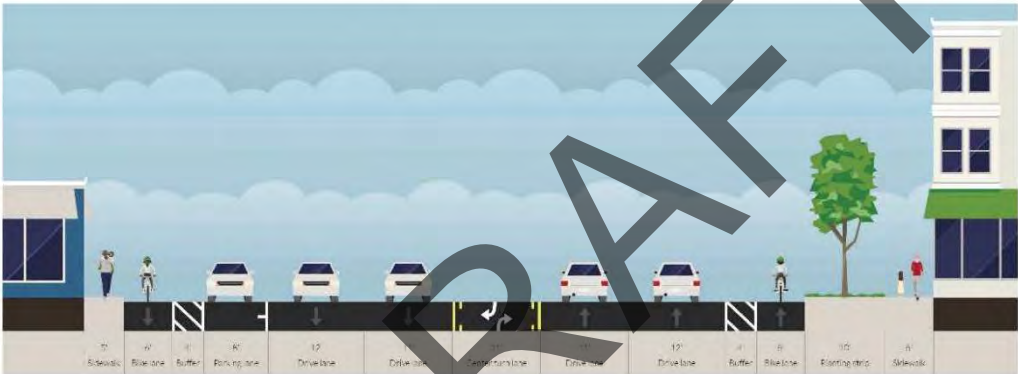


Exhibit 55: Jefferson Boulevard- Alternative 2 Existing and Planned

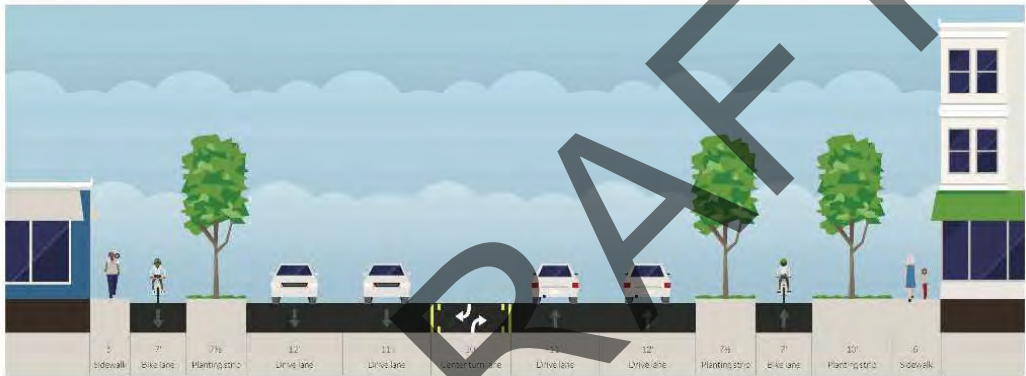
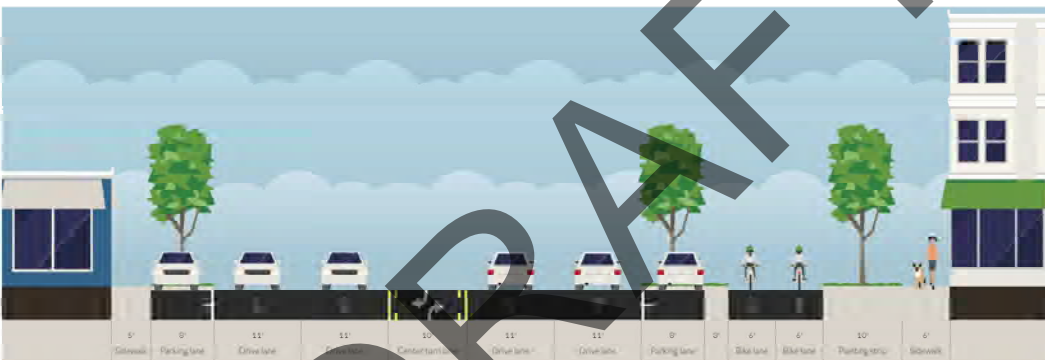


Exhibit 56: Jefferson Boulevard- Alternative 3 Existing and Planned

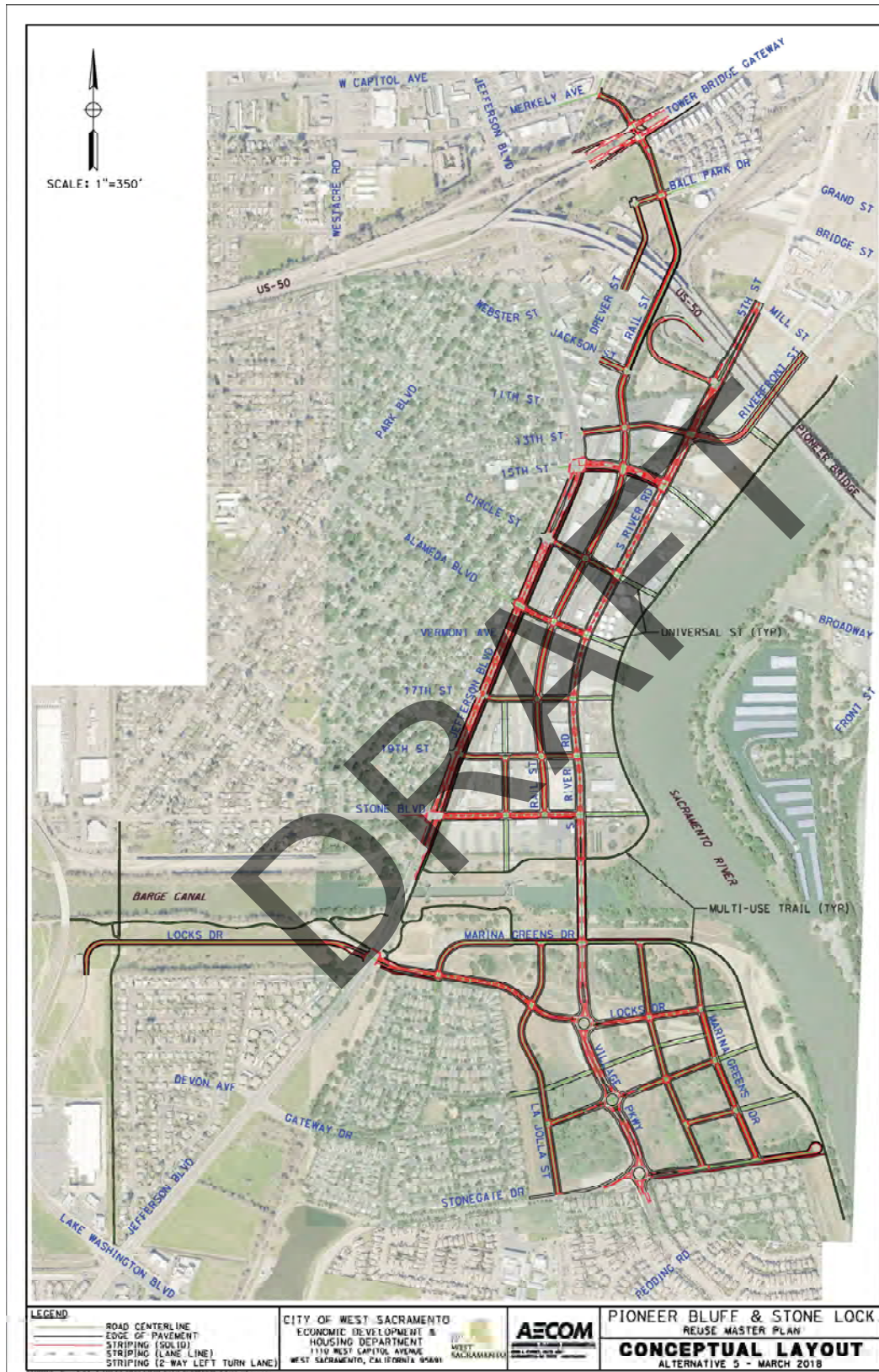


4.8.4 Parking

The land development strategy addresses two types of parking: on-street parking and public surface parking lots at neighborhood parks and trailheads. As shown on the cross-sections provided in Appendix S, Rail Street, Alameda Boulevard, Jefferson Boulevard Stone Boulevard, Locks Drive (West), Marina Green Drive and all the local roads have on-street parallel parking. Based on the recommended Mobility Network's layout, shown in Exhibit 57, the on-street parking inventory for the Pioneer Bluff District, including Jefferson Boulevard is approximately 670 parking spaces. The on-street parking inventory for the Stone Lock District is approximately 725 parking spaces. Of those spaces, approximately twenty percent (20%) are within the Barge Canal Neighborhood. Not included in the 725 parking spaces is the trailhead located at the eastern terminus of Stonegate Drive. This trailhead consists 46 on-street parallel parking spaces. This parking feature is consistent with trailhead described in Section 4.5.1 of Volume II. These inventory calculations assume some degree of control regarding number and placement of driveways consistent with the connectivity and pedestrian-oriented streetscape standards discussed in Sections 5.2.3 and 5.2.6 of Volume II. The length of a parallel parking space was assumed to be 22-feet per City Standard Detail #270.

In addition to these on-street resources, the Central Park site plan, shown on Exhibit 19, includes three surface parking lots, two within the Districts' boundary. The parking lot for the Barge Canal neighborhood park, denoted as improvement 4 on Exhibit 19 is approximately 20 parking spaces. The parking lot for the Barge Canal trailhead and non-motorized watercraft launch, denoted as improvement 12 on Exhibit 19 is also approximately 20 parking spaces. The actual parking inventory for improvement 12 is dependent upon the alignment of Locks Drive West that is implemented, although all alignment alternatives will reduce the existing parking lot by at least fifty percent (50%). The current parking capacity at the Barge Canal trailhead is approximately 80 parking spaces.

Exhibit 57: Recommended Mobility Network Layout



4.8.5 Building Development Considerations

The majority of the District's parking will be provided in parking structures. Parking structures are typically comprised of either 90-degree, 60-degree or 45-degree parking spaces. 90-degree parking spaces are typically 19-feet deep. Two rows of 90-degree parking are often served by a central two-way travel path that is typically 22-foot wide. The total parking bay is 60-feet wide. 60-degree parking spaces are typically 20-feet deep. Two rows of 60-degree parking are often served by a central one-way travel path that is typically 15-feet wide. The total parking bay is 55-feet wide. 45-degree parking spaces are also typically 20-feet deep. Two rows of 45-degree parking are often served by a central one-way travel path that is typically 12-feet wide. The total parking bay is 53-feet wide. To accommodate at least three bays of all types of parking, the development blocks derived from the recommended Mobility Network layout shown on Exhibit 57 in the Pioneer Bluff District are at least 185-feet wide measured from back of sidewalk.

The Stone Lock TM, provided as Appendix J, recognizes that the Central Park as a regional attraction will require substantial adjacent parking resources. As discussed in 4.5.2, there is an opportunity to integrate public parking in the adjacent development. It is recommended that site-specific analysis for the parking needs related to the Central Park be performed prior to preparing a specific plan for the Districts.

4.8.6 Mobility Network Phasing

The recommended Mobility Network will be implemented incrementally and over the course of twenty-plus years. The recommended phasing for these improvements is summarized in Table 8. This phasing approach that aligns with the neighborhood development phasing discussed in Section 4.3 and the Stone Lock Facility phasing discussed in Section 4.5.2. Several of the projects are outside the Districts boundary but directly link to District improvements. These are discussed in the subsections that follow.

Phase 1 improvements are to be completed by 2023. Phase 2 improvements are to be completed by 2028. Phase 3 improvements are to be completed by 2033. Phase 4 improvements are outside the *General Plan's* horizon.

Table 8: Recommended Mobility Network Phasing

Districts' Mobility Projects	Type	Phase
Jefferson Boulevard Interim Improvements phase 1	Interim Roadway	1
South River Road Interim Improvements phase 1	Interim Roadway	1
Rail Street North and Drever Street Improvements	Roadway	1
Barge Canal Trail Project	Trail	1
Stone Lock Facility Trail phase 1	Trail	1
Locks Drive Interim Improvements	Interim Roadway	1
Jefferson Boulevard Corridor Trailhead, Bridge and Sidewalk Improvements	Trailhead/Roadway	1
Sycamore Trail phase 3	Trail	1
South River Road/US-50 EB On-ramp Reconstruction	Highway	2
Stone Boulevard	Roadway	2
Locks Drive West and Locks Drive	Roadway	2
Stone Lock Facility Trail phase 2	Trail	2
Stonegate Boulevard Extension and Trailhead	Trailhead/Roadway	2
Sycamore Trail phase 4 (with Barge Canal Bridge)	Trail/Bridge	2
Rail Street Middle, 15th Street, 5th Street, Riverfront Street and North Interim South River Road Improvements	Roadway	3
Jefferson Boulevard phase 2 and Alameda Boulevard Extension	Roadway	3
Pioneer Bluff River Walk and South River Road Conversion	Trail	3
Marina Green Drive and Locks Drive East	Roadway	3
Stone Lock Facility Access Roads South	Roadway/Trail	3
Stone Lock District (remaining local roads)	Roadway	3
Village Parkway and Mike McGowan Bridge 4-lane Conversion	Roadway	4
South River Road phase 2 and Rail Street South	Roadway	4
Stone Lock Facility Access Roads North and Bridge	Roadway/Trail/Bridge	4
Broadway Bridge	Bridge	4
Locks Drive Bridge	Bridge	4
Streetcar Extension into Stone Lock District	Transit	4
Pioneer Bluff District (remaining local roads)	Roadway	4

Phase 1 Improvements

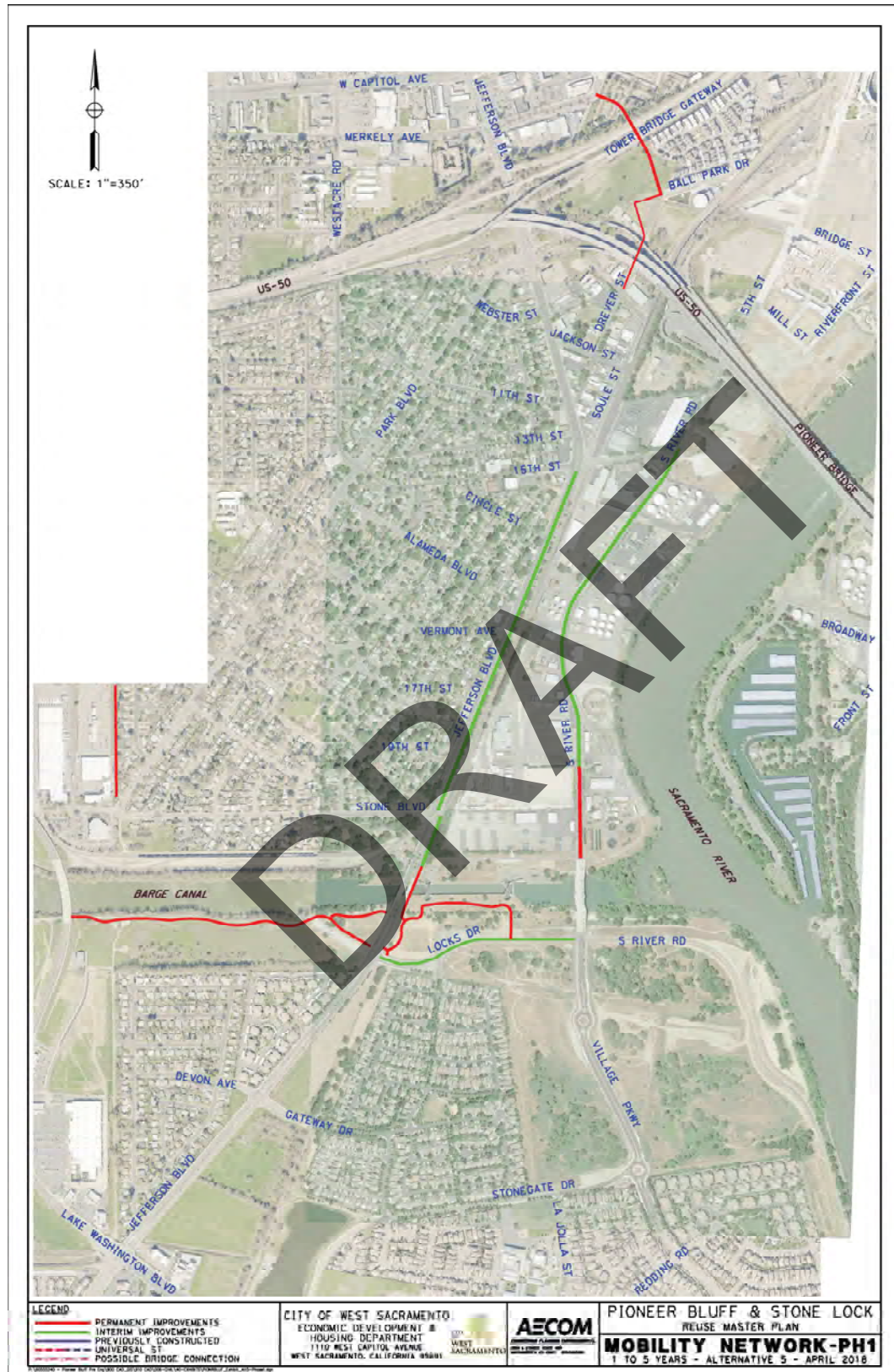
The District's recommended Mobility Network phase 1 improvements are shown on Exhibit 58. District's project improvements enhance an existing recreation corridor, install anticipated flood protection O&M facilities, and memorialize the building setback for the Stone Lock District's portion of Port South Levee.

This project discussed in Section 4.5.1 is the only shovel-ready project shown on Table 8. The other proposed connectivity enhancements in the Districts includes bike lanes on Locks Drive, the reconstruction of the southern portion of South River Road, interim improvements to the remainder of South River Road to 15th Street and either a restriping project or reconstruction for the segment of Jefferson Boulevard between Stone Boulevard and 15th Street. Closing the gap between these Jefferson Boulevard improvements and the Stone Lock Facility trail phase 1 improvements are the Jefferson Boulevard corridor improvements discussed in Sections 4.5.2 and 4.7.2.

In addition to the Districts' capital improvements shown on Exhibit 58, Volume II's Appendix M recommends certain minor improvements to Village Parkway that are designed promote proper roundabout usage and to reduce speed. It is recommended that a combination of channelizers or small pre-cast white concrete speed bumps be installed to create a visual and physical flexible barrier to direct vehicles to the preferred curvilinear path through the roundabout. The more curvilinear and narrower path will require vehicles to travel and slower speeds than in the existing condition, which is discussed in Section 5.2.7 of Volume II. These items could be removed when the roundabouts are converted to two-lane operation. Install of additional advisory and speed signage is recommended. Also, lane widths between the roundabouts could be reduced from 14 feet to 12 feet to reduce speeding.

The recommended phase 1 projects also include two projects outside the Districts' boundary. The Rail Street North and Drever Street improvements add frontage and an enhanced connection to the City's Civic Center to the western portion of the Bridge District. These improvements also provide a higher quality north-south path for bicyclists and pedestrians than the existing Jefferson Boulevard corridor under Highway 50. The Sycamore Trail phase 3 would extend the trail south of the Highway 50 overpass to Stone Boulevard.

Exhibit 58: Mobility Network Phase 1 Improvements

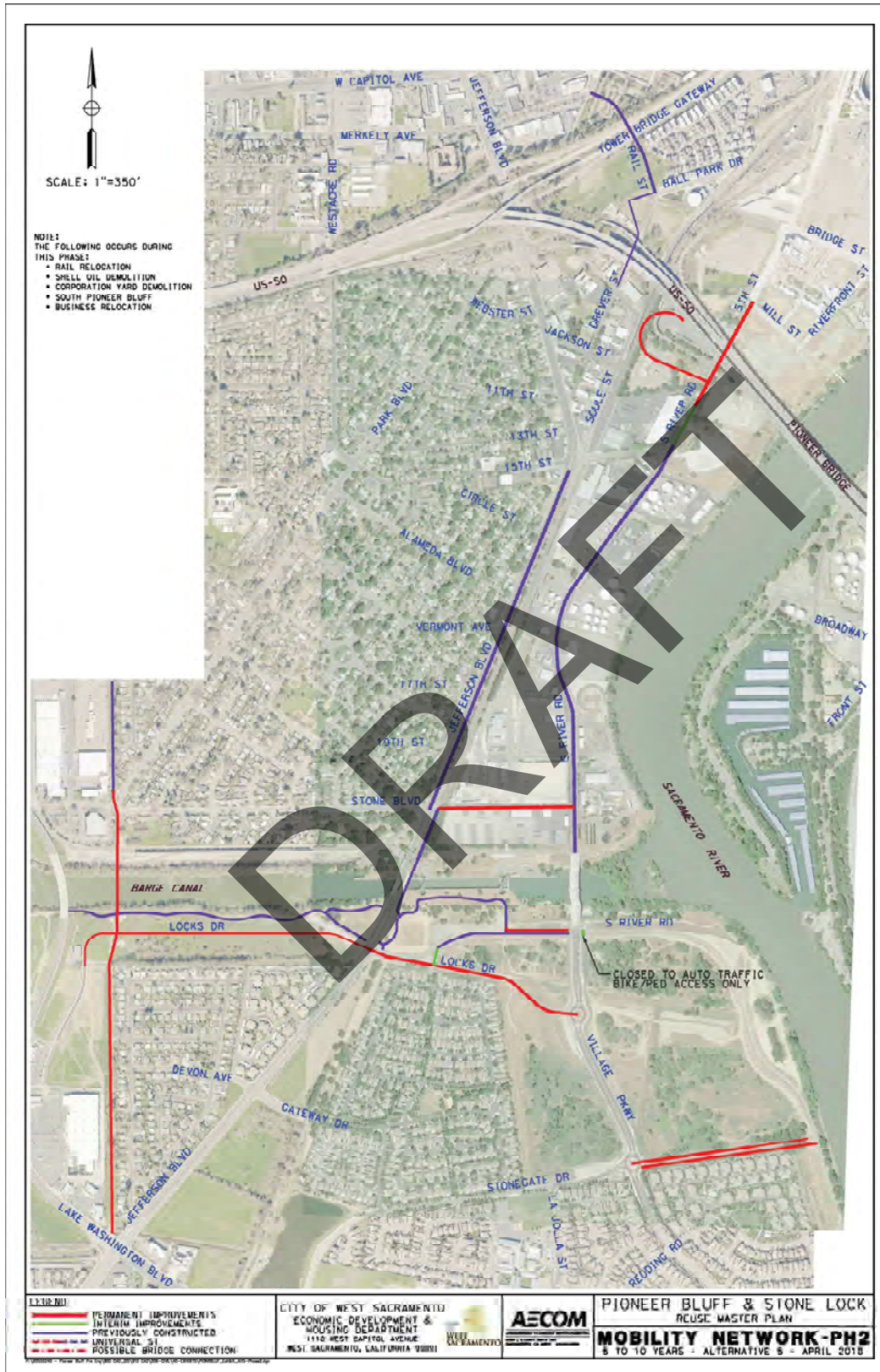


Phase 2 Improvements

The District's recommended Mobility Network phase 2 improvements are shown on Exhibit 59. Exhibit 59 notes the de-industrialization projects that occur during this phase and/or are precursory to the recommended phase 2 projects. These projects are rail relocation, Shell Oil tank farm closure and demolition, the City's corporation yard relocation and demolition, and the South Pioneer Bluff Neighborhood business relocation. The District's proposed project improvements reconstruct the eastbound Highway 50 on-ramp, construct the Stone Boulevard eastern extension into the Pioneer Bluff District, and construct phase 2 of the Stone Lock Facility trail that connections to Village Parkway. The construction of the Stone Lock Facility trail phase 2, will requires permits from the CVFPB and the USACE. Upon completion of the project, the building setback for a portion of the District's Sacramento River South West Levee will be memorialized. The other connectivity enhancements in the Districts include the construction of Locks Drive, the construction of the eastern extension of Stonegate Drive and its trailhead feature, the closure of South River Road on the crown on the setback levee, and construction of the Barge Canal bicycle and pedestrian bridge. For connectivity purposes, the City may advance the construction of Locks Drive West during this phase independent of the development of the Barge Canal Neighborhood although it is more likely that will be a developer-constructed local roadway.

The recommended phase 2 projects also include one project outside the Districts' boundary. The conversion of Arlington Road to a trail facility anticipated during this phase. It would connect to the trailhead feature located at the confluence of the Barge Canal bridge and neighborhood park.

Exhibit 59: Mobility Network Phase 2 Improvements



Phase 3 Improvements

The District's recommended Mobility Network phase 3 improvements are shown on Exhibit 60. Many of the projects included this phase and phase 4 have implications for the overall feasibility of implementing the Master Plan. Exhibit 60 notes the de-industrialization projects and other citywide capital improvement projects that occur during this phase and/or are precursory to the recommended phase 3 projects. These projects are the relocation, demolition and remediation of all the non-conforming petroleum facilities, the relocation of all industrial businesses, and the construction of the Enterprise Bridge and the DWSC closure structure. The District's proposed phase 3 improvements reconstruct Jefferson Boulevard, reconstruct and possibly relocate 15th Street, signalize the Alameda Boulevard intersection for automobile turning movements, and construct the Alameda Boulevard eastern extension into the Pioneer Bluff District, construct the remaining Stone Lock District street network. Many of the local roadways that comprise the remaining Stone Lock District street network will be constructed as part of the development of the Stone Lock South Neighborhood. The construction of a portion of Marina Greens Drive, and the conversion improvements to the road of the crown of the levee, will require permitting from the CVFPB and USACE. Upon completion of these facilities, the building setback for the remaining portion of the District's Sacramento River South West Levee will be memorialized.

The construction of the Pioneer Bluff River Walk facility is assumed during this phase and is anticipated to occur either following and/or in coordination with an alternative flood protection remediation or following federal de-authorization of the levee. See Section 4.6.1 for additional information regarding these processes. Under the former approach, construction of the Pioneer Bluff River Walk will require permits from the CVFPB and the USACE. Upon completion of the project, the building setback for a portion of the District's portion of Sacramento River North West Levee will be memorialized. Under the latter approach, no ULDC-compliant building setback is required.

The Broadway Bridge project must integrate with the design and construction of several of the phase 3 projects. The Broadway Bridge's anticipated opening year is 2030. Given the height of the Pioneer Bluff District in comparison to the height of City of Sacramento's waterfront, the Pioneer Bluff River Walk may directly intersect with the Broadway Bridge's landing. The height differential may preclude the Pioneer Bluff River Walk from going under the bridge. An at-grade intersection with the bridge may

negatively impact the overall connectivity of the trail. The Broadway Bridge landing in the Pioneer Bluff District is undetermined. The four proposed alignments and their approaches are shown on Exhibit 61. If Alignment A or B is selected as the preferred alternative (i.e. bridge connects to directly into 15th Street), the design, construction and location of the road and intersections will need to be coordinated. If Alignment C is selected, South River Road's reconstruction and the construction of Rail Street, south of 15th Street, may need to be advanced into phase 3 depending on the opening-day traffic impact analysis, which is discussed further in Section 4.8.7. If Alignment D is selected, a portion of the South River Road's reconstruction and the construction of Rail Street (south of 15th Street), and Circle Street may need to be advanced into phase 3. With both these alignments, the advanced of these improvements is dependent upon the results of the Broadway Bridge's opening-day traffic impact analysis.

The recommended phase 3 projects also include projects outside the Districts' boundary. The construction of the remainder of Rail Street North is anticipated during this phase. Also anticipated during this phase is the construction of the revised elbow of Riverfront Street and some reconstruction of 5th Street between 15th Street and this new segment of Riverfront Street. The proposed improvements in this phase complete the Pioneer Bluff Districts' connection to the Bridge District.

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Exhibit 60: Mobility Network Phase 3 Improvements

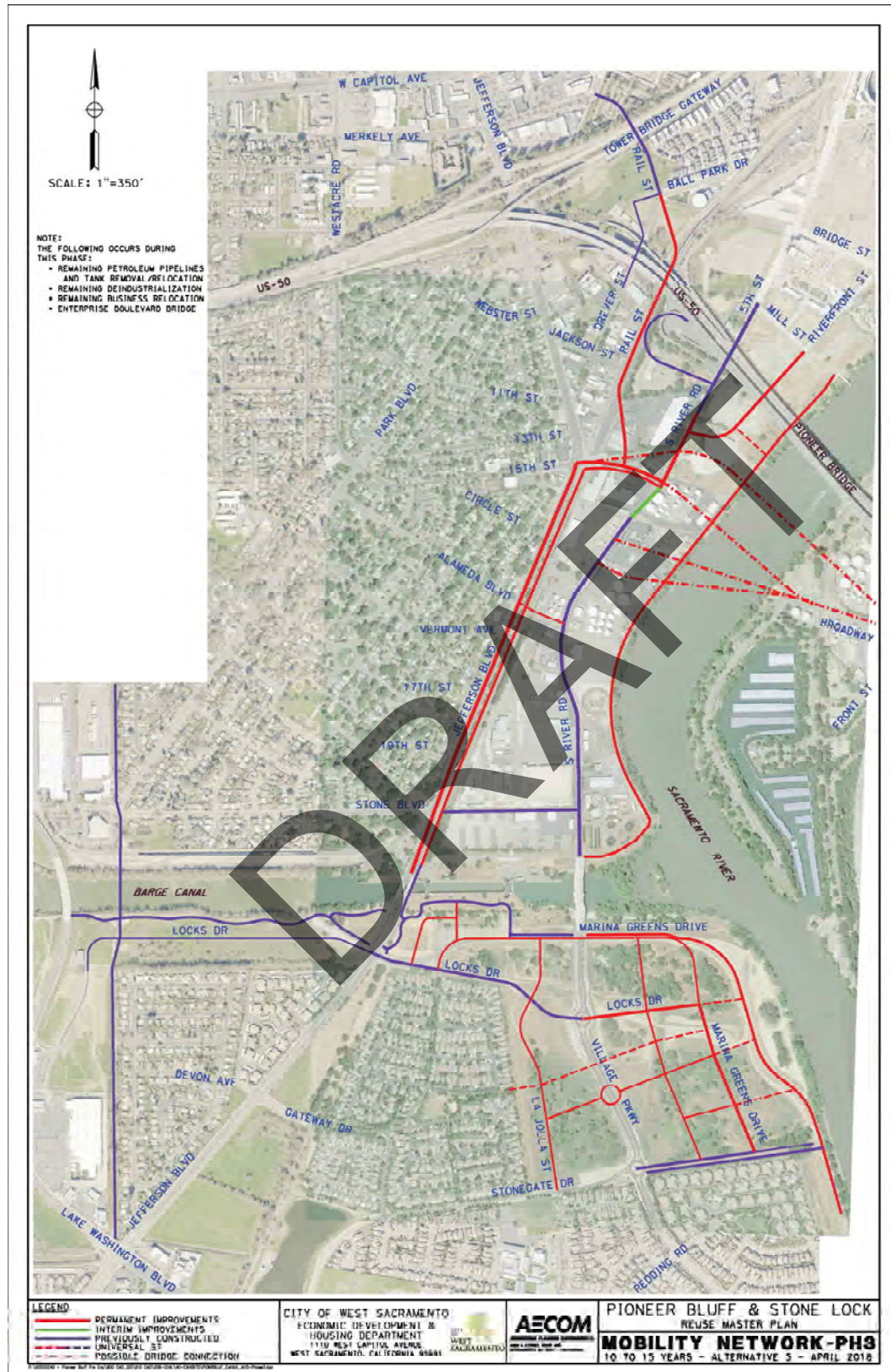
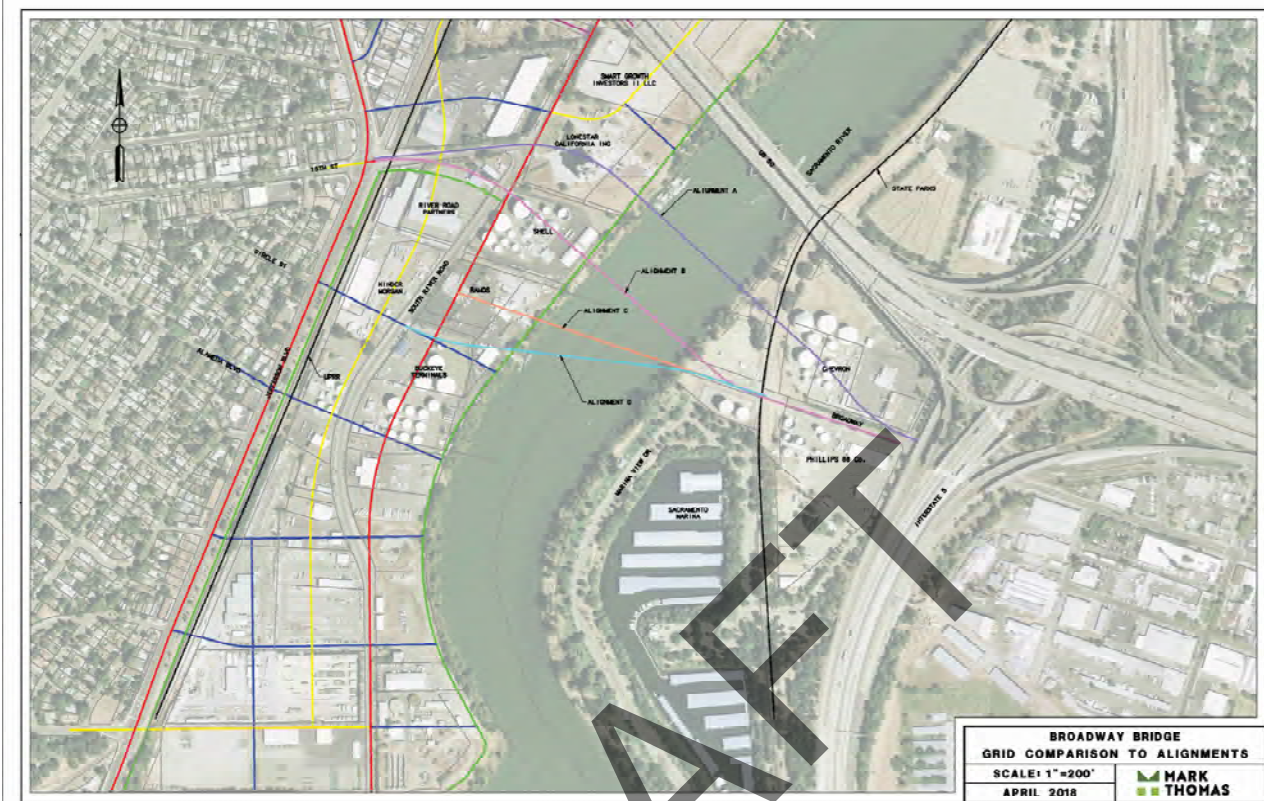


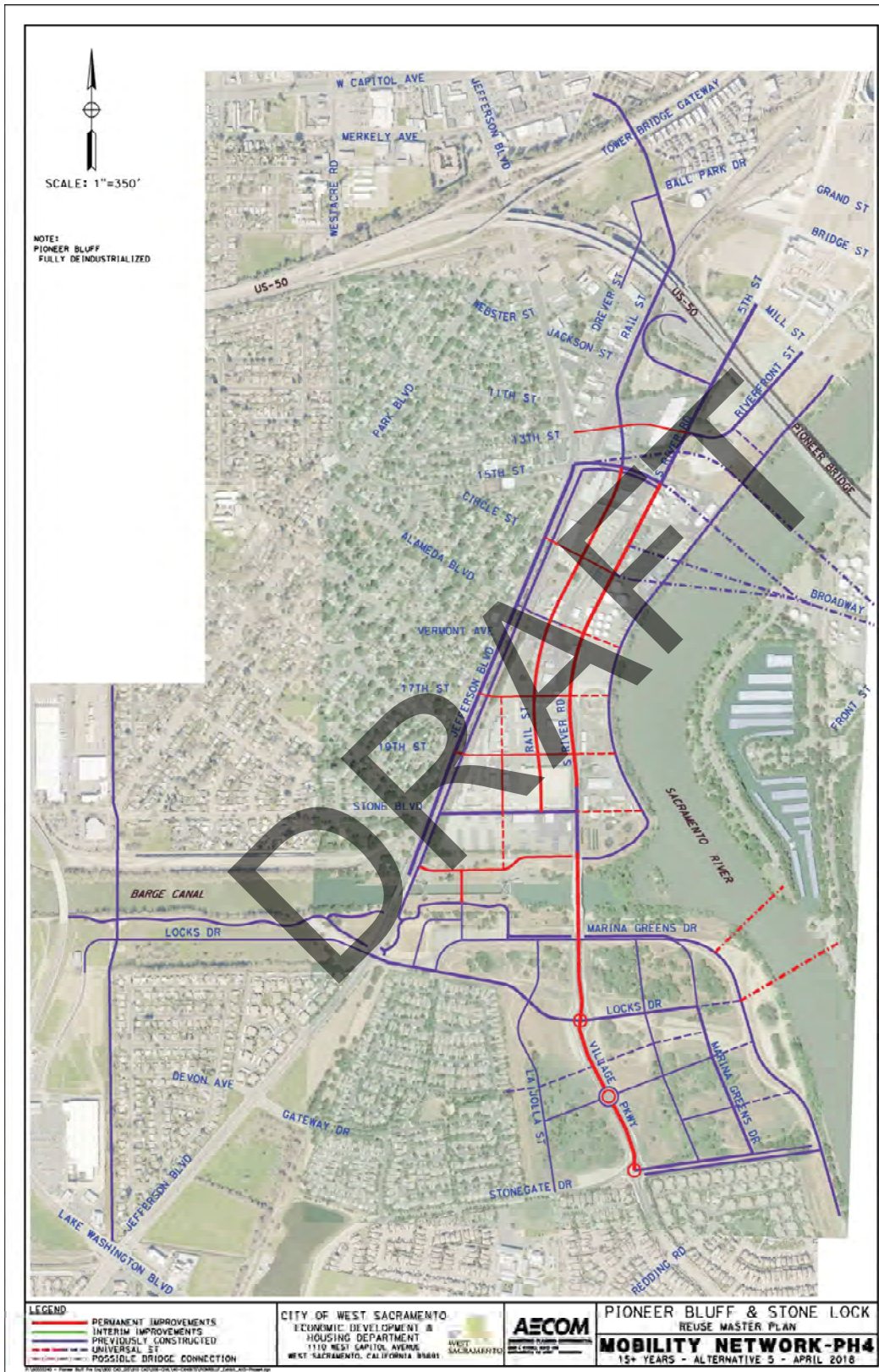
Exhibit 61: Broadway Bridge Alignments and Approaches



Phase 4 Improvements

The District's recommended Mobility Network phase 4 improvements are shown on Exhibit 62. Exhibit 62 notes that all de-industrialization projects by this timeframe are complete. The projects included in this phase are complete the District's street network. Many of the local roadways that comprise the Pioneer Bluff District's remaining street network will be constructed as part of the development of the District. Also anticipated during this phase is the restriping of Village Parkway and the Mike McGowan Bridge to a 4-lane facility and the construction of a Sacramento River bridge in the Stone Lock District. The two Pioneer Bluff District non-local roadways that are anticipated during this phase are reconstruction of South River Road and the construction of Rail Street, south of 15th Street. The implementation considerations associated with these two roadways are discussed in the subsections below.

Exhibit 62: Mobility Network Phase 4 Improvements



South River Road

The reconstruction of South River Road requires the demolition and relocation of the existing roadway. When the roadway is constructed, it is assumed that the construction activities will include the Districts' streetcar extension. The location, design and function of this segment of South River Road should be reconsidered at future date prior to preparing a specific plan for the Districts for various reasons which are summarized as follows:

Waterfront Redevelopment: The realignment of South River Road results in fairly uniform waterfront development blocks. If rapid waterfront redevelopment occurs prior to the reconstruction of the road, a possible outcome of de-authorizing the levee, the build out of those parcels may make the realignment of the road impractical.

Acquisition Costs: The realignment of South River Road requires the acquisition of the future rights-of-way. The acquisition processes employed in the Districts could mirror those used in the Bridge District as discussed in Section 2.5.2 of Volume II. At this time, rights-of-way acquisition costs are unknown and are expected to increase substantially as investment in the Districts increases property values.

Development Efficiency: The realignment of South River Road requires that existing legal parcels be modified to align with the grid's new blocks. Approximately ten different property owners are impacted by the realignment of the road. The property transactions needed to result in efficient development sites with the proposed blocks could be extremely resource intensive.

Remaining Useful Life: As discussed in Volume II's Appendix O, the existing wet municipal utilities in South River Road (i.e. water, sewer, and storm drainage) have some limited to capacity to meet future demands. Additionally, these facilities may have not yet expended their remaining useful life. For example, the City's 2015, *Water Master Plan* projects that replacement timeframe for the water main with South River Road is fiscal years 2051 to 2055. Replacement of these facilities before they have been fully depreciated should be considered.

Stone Lock District Development: The reconstruction of South River Road assumes the construction of southern extension of streetcar into the Stone Lock District. The Mike McGowan bridge is designed to

accommodate streetcar. The target development program 2035 and 2055 allocations outlined in Table 7 assume that approximately forty percent (40%) of the Stone Lock District development will occur prior to the construction of the South River Road streetcar extension. The Stone Lock District's General Plan designation (i.e. Mixed- Use/Neighborhood Commercial) allows for residential densities that do not support streetcar ridership. Depending upon the types of product, and the density minimums required by future derivative documents (e.g. development agreements, specific plan, etc.), ridership levels necessary to warrant the investment may not be achieved.

Emerging Transportation Trends: The streetcar is designed to travel in the road's outer lanes with automobile traffic. It is possible that emerging trends in the transportation industry may trend away from streetcar. In 20-plus years, the impacts of current emerging trends in transportation, (i.e. autonomous vehicles, ride-sharing, etc.) may be completely adopted and quantifiable. Additionally, new technologies may exist that are applicable in urban areas that warrant revisiting the streetcar as the preferred solution for reducing parking demand and inducing modal shift.

Enterprise Bridge: Exhibit 60 states the presumption that the Enterprise Bridge is constructed before or in parallel with the construction of the Broadway Bridge. As discussed in Section 4.3.1, the general projected trend following the construction of Enterprise Bridge is that traffic flows will shift west from multiple roadways, including the Districts portion of Jefferson Boulevard. Based on current analysis, which could no longer be applicable in the phase 4 timeframe, without the traffic relief provided by the Enterprise Bridge, more automobile trips could be moving through the Districts roadways. This could potentially impact the functionality of the Districts' urban arterials. The functionality of South River Road and Village Parkway east of Jefferson Boulevard in relation to the City's overall system needs may need to be analyzed at a future date as this linkage was not complete in the *General Plan's* traffic model.

Rail Street

As discussed in Appendix R, the utility of Rail Street is most realized with the construction of the entire facility. However, the alternative pedestrian and bicyclist route from Jefferson Boulevard and the additional north-south connectivity that is captured with the construction of Rail Street North may have sufficient enough utility that the construction of the southern segment of Rail Street may not be

warranted and should be reconsidered prior to preparing a specific plan for the Districts for many of the same reasons described above.

4.8.6 Broadway Bridge Traffic Analysis

In 2018, the City Council approved four recommendations for the Master Plan that materially impact the Broadway Bridge Project. Two of those recommendations are discussed in Section 5.4.5 of Volume II. The remaining two were specific to the next phase of work being done on the Broadway Bridge, which was discussed in Section 5.4.3 of Volume II. Part of the next phase's scope work includes conducting a cumulative traffic impacts analysis and an opening-day condition traffic analysis. The City Council approved the recommendation to conduct the Broadway Bridge's cumulative traffic impacts analysis using Master Plan's recommended Mobility Network (Exhibit 48). Additionally, the City Council approved the recommendation to develop the opening-day condition for the bridge based on the recommended Mobility Network. Exhibit 60 depicts the District's anticipated network improvements and anticipated Citywide improvements for the five-year period (2028 to 2033) in which the open-day condition is expected to occur. This network is combination of interim and permanent improvements. Lastly, in lieu of existing traffic area zones (TAZs), which do not align with the Master Plan's Mobility Network, the Master Plan's neighborhood boundaries (Exhibit 11) were used as TAZs boundaries and 2030 and 2055 maximum development scenario projections were used for the Districts' trip calculations. The use of the maximum development scenario projections for public facility development is consistent with standards discussed in Section 2.5.1 of Volume II.

4.8.7 Mobility Project Cost Estimates

Table 9 summarizes and organizes costs estimate for many mobility projects discussed in Section 4.8.8. Detailed cost sheets for these estimates are provided in Appendix U. Unless otherwise noted in the source notes of Appendix U's summary table all of Table 9's cost estimates were prepared by AECOM. The Appendix U cost estimates are in 2018 dollars and include construction, environmental, design and construction management. The joint trench and wet utilities costs are included in the roadway estimates. See Sections 4.9.1, 4.9.2 and 4.9.4 for the recommended wet utilities. Demolition costs for the existing roads are included. Rights-of-way acquisition costs are not included. The costs also include a fifty percent (50%) contingency appropriate for a planning level estimate.

Table 9: Recommended Mobility Network Projects Summary Cost Estimates

District's Mobility Projects Costs Estimates	Phase 1	Phase 2	Phase 3	Phase 4
Jefferson Boulevard Interim Improvements (Paint-only)	\$680,000			
Jefferson Boulevard Improvements phase 1 (Alternative 3)	\$6,900,000			
South River Road Improvements phase 1	\$6,200,000			
Rail Street North and Drever Street Improvements	\$11,400,000			
Barge Canal Trail Project and Stone Lock Facility Trail phase 1	\$896,000			
Locks Drive Interim Improvements	\$770,000			
Jefferson Boulevard Corridor Trailhead, Bridge and Sidewalk Improvements	\$2,190,000- \$3,056,000			
Sycamore Trail phase 3	TBD			
S River Road/US-50 EB On-ramp Reconstruction		\$16,000,000		
Stone Boulevard		\$7,150,000		
Locks Drive West (Alternative 1) and Locks Drive		\$15,900,000		
Stone Lock Facility Trail phase 2		TBD		
Stonegate Boulevard Extension		\$7,550,000		
Sycamore Trail phase 4 (with Barge Canal Bridge)		\$2,500,000- \$3,100,000		
Rail Street Middle, 15th Street, 5th Street, Riverfront Street and North Interim South River Road Improvements			\$28,950,00	
Jefferson Boulevard phase 2 and Alameda Boulevard Extension			\$6,900,000	
Pioneer Bluff River Walk and South River Road Conversion			TBD	
Marina Green Drive and Locks Drive East			\$20,050,00	
Stone Lock District (remaining local roads)			\$26,150,00	
Stone Lock Facility Access Roads South			TBD	
Village Parkway and Mike McGowan Bridge 4-lane Conversion				\$1,130,000
South River Road phase 2 and Rail Street South				\$32,100,000
Broadway Bridge				\$254,500,000
Locks Drive Bridge (type unknown)				TBD
Pioneer Bluff District (remaining local roads)				\$16,800,000
Streetcar Extension into Stone Lock District				\$55,000,000
Stone Lock Facility Access Roads North and Bridge				\$400,000
SUBTOTALS	\$29,036,000- \$29,902,000	\$49,100,000- \$49,700,000	\$82,050,000	\$359,930,000
GRAND TOTAL	\$520,116,000 - \$521,582,000			

General Notes:

AECOM provided costs include construction, environmental, design and construction management. The joint trench and wet utilities costs are included. Demolition costs for the existing roads are included. Rights-of-way acquisition costs are not included. AECOM provided costs in 2018 dollars. The costs include a 50% Contingency appropriate for a planning level estimate.

Source Notes:

See Appendix U

There are five projects listed in Table 9 that do not include costs and two with incomplete costs. The Sycamore Trail phase 3 is currently in preliminary design and cost estimates should be available in the near-term. It is recommended that cost estimates be prepared for the Stone Lock Facility Trail Phase 2 project and for the South River Road trail conversion project. It is recommended that cost estimates for the Pioneer Bluff River Walk remain to-be-determined (TBD) until the recommendations in Section 4.6.1 are investigated and additional direction regarding the project parameters are available. It is recommended that cost estimates for Stone Lock Facility Access Roads north and south remain TBD until the adjacent property is made available for development (i.e. the property is adjacent to the Stone Lock Facility is owned by the Port). Based on the costs allocation standards discussed in Section 2.5.3 of Volume II, these improvements are expected to be negotiated with future developers of the property as they may be a combination of parcel costs and district costs depending on the design and quality of the improvements. It is also recommended that the cost estimate for the Locks Drive Bridge remain TBD until additional consultation with the City of Sacramento can occur.

Table 9's cost estimates, the cost estimates discussed in the de-industrialization strategy, and the parks, open space, recreation, ecosystem enhancement and historic preservation sections of the land development strategy will serve as the basis for updating the transition costs for a future and more refined round of land development economic analyses (i.e. a future update and refinement of the conceptual land development economics discussed in Section 2.6). It is recommended that cost estimates be prepared to conceptually capture the right-of-way acquisition costs not included in Table 9's cost estimates. It is recommended that the contemplated update to the land development economic analyses be performed at least once prior to preparing a specific plan for the Districts. Lastly, the conceptual land development economics identifies both the Broadway Bridge and streetcar extension project as regional projects (i.e. improvements of predominately Citywide or regional benefit that occur within the Districts' boundaries). It is recommended that this cost allocation categorization be carried forward in any future funding strategies for these projects.

4.9 Municipal Utilities

In 2018, AECOM prepared a programmatic analysis of the wet-utility improvements (i.e. sanitary sewer, water, and storm drainage) needed to support the 2055 maximum development scenario projections. The *Future Utility Report* is provided as Appendix V. The use of the maximum development scenario

projections for public facility development is consistent with standards discussed in Section 2.5.1 of Volume II. The 2055 projections were provided by neighborhood, and development was allocated proportionally amongst the recommended Mobility Network's blocks. For the sanitary sewer and water analyses of the pipeline layout assumes that future development density is distributed evenly. Future development may concentrate one type of development in one area that could trigger modification to the pipeline network and sizes.

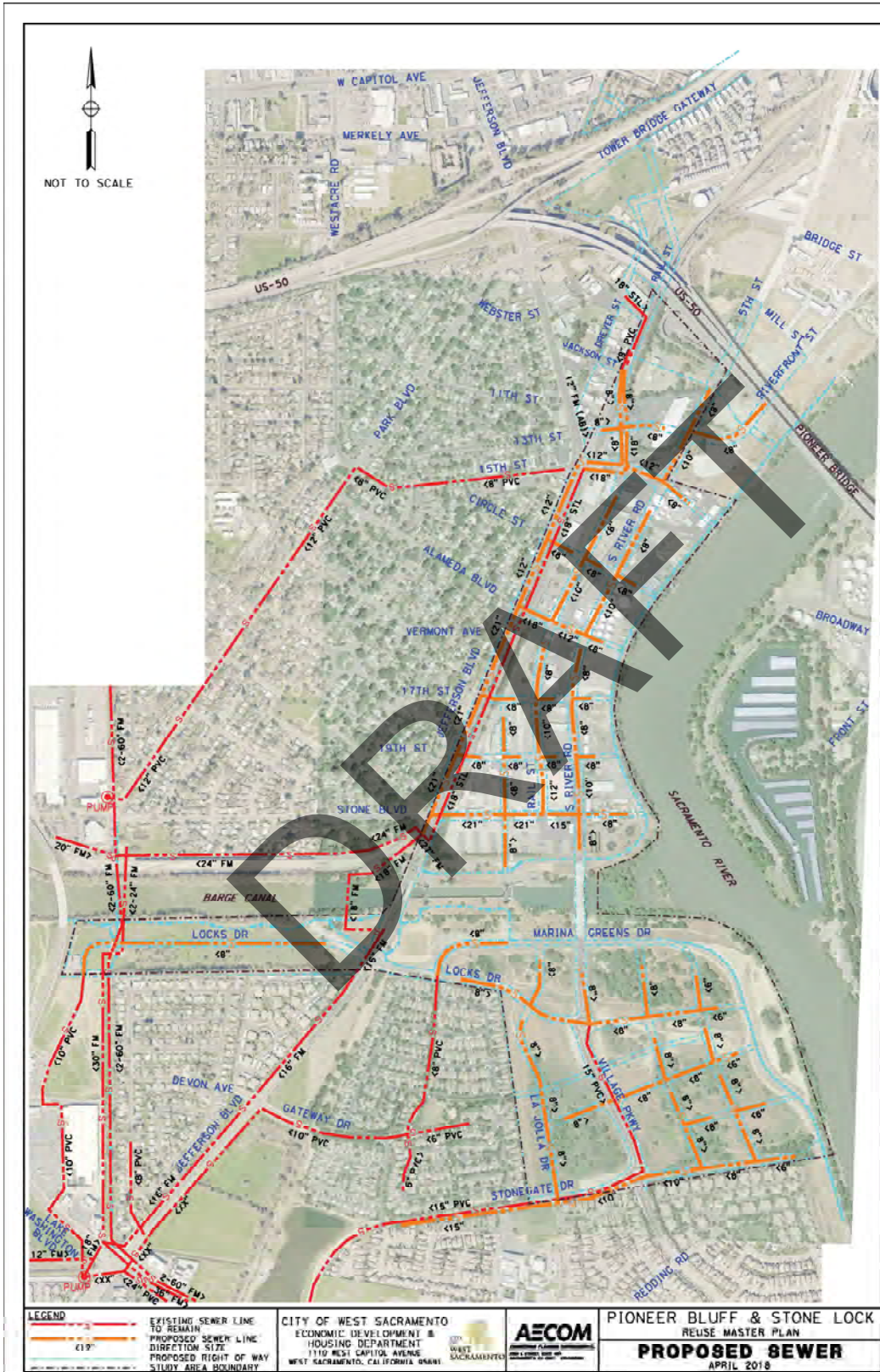
Water storage analyses was not included in AECOM's scope. All material related to water storage is sourced from the City's 2015 *Water Master Plan*. The Districts' maximum development scenario projections were not used when calculating these improvements.

4.9.1. Sanitary Sewer

Based on the recommended Mobility Network's layout, a new sanitary sewer network was developed to serve each new block in the Districts. Because the recommended Mobility Network replaces many of the existing roads, most of the existing system will be abandoned, resulting in very little of the existing sewer system being utilized for future development. The estimated total sewer flow from the Pioneer Bluff District is 5.8 million gallons per day (MGD). The total flow from the Stone Lock District is 2.7 MGD.

The Districts overall recommended sewer system consists of primarily 8-inch diameter pipelines. Exhibit 63 shows the recommended improvements location, size and flow direction. Larger pipelines, 10-, 12-, 15-, 18-, and 21-inch are required as flows combine. The Pioneer Bluff District's system connects at several locations to a new 12-inch and 21-inch diameter sewer in Jefferson Boulevard as the capacity requirements for District exceeds the capacity of the existing pipelines. As with Pioneer Bluff District, the Stone Lock District's proposed sewer system network consists primarily of 8-inch diameter pipelines. The exceptions are the blocks adjacent to the Stone Lock South neighborhood park and the existing setback levee which is served by 6-inch diameter sewers. The Stone Lock District's sewer system connects at three locations: a 10-inch pipeline near the north end of Arlington Road, an 8-inch pipeline at the north end of Marina Greens Drive, and a 15-inch pipeline in Stonegate Drive. The *Future Utility Report* includes details regarding the pipe size, flow capacity and length of the Districts recommended sewer system improvements. These configurations were used to develop the wet-utility cost estimates discussed in Section 4.8.8.

Exhibit 63: Recommended Sewer System



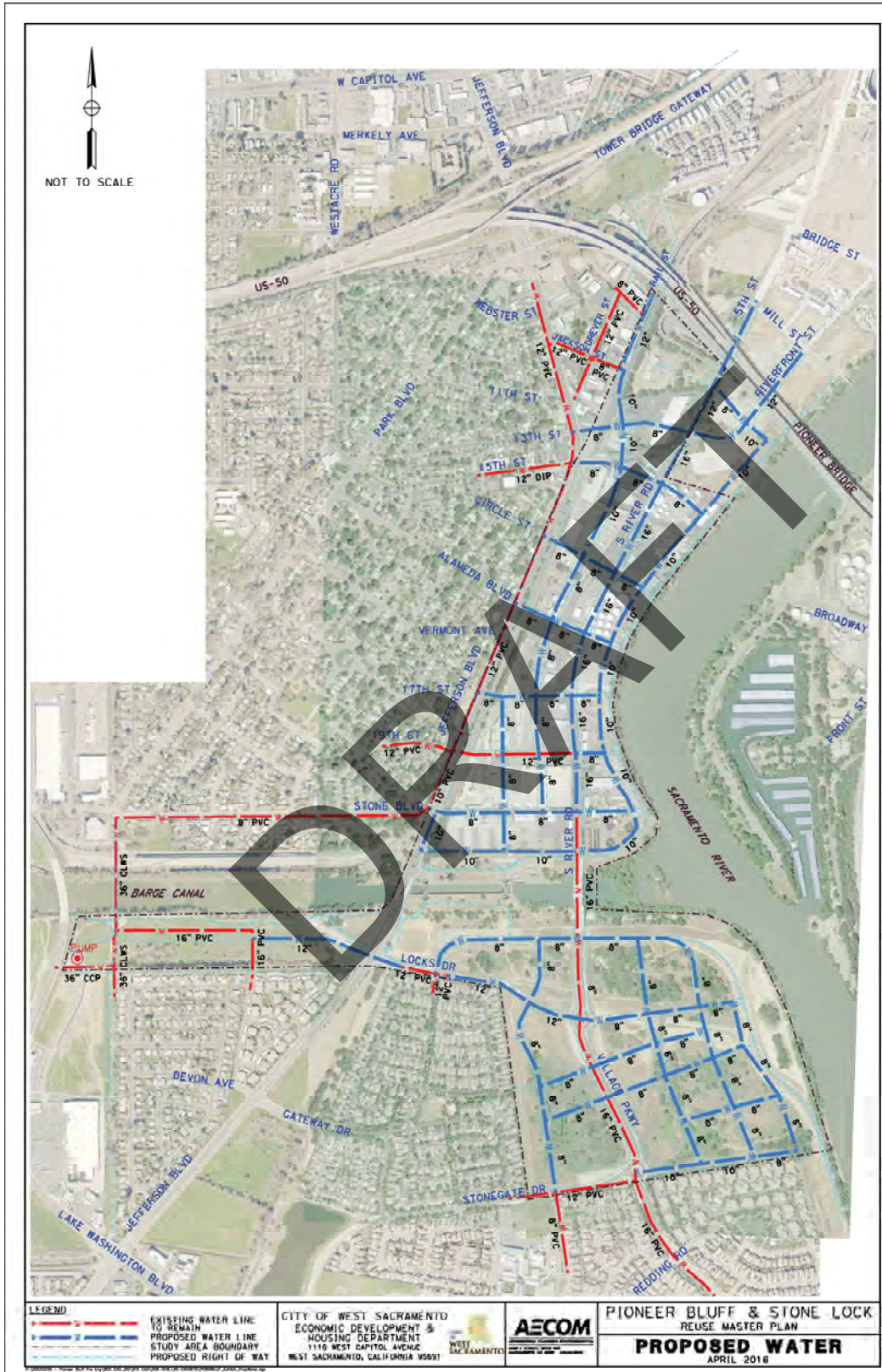
4.9.2 Water Supply

Based on the recommended Mobility Network's layout, a new water distribution network was developed to serve each new block in the Districts. Because the recommended Mobility Network replaces many of the existing roads, most of the existing system will be abandoned and resulting in very little of the existing water distribution system being utilized for future development. The recommended pipelines were sized to meet the larger of two conditions: peak hour demand (PHD) for defined maximum velocities or fire flow plus maximum day demand (MDD). The Districts land use designation dictates a 4,000-gallonsperminute fire flow plus MDD. For the Districts, the fire flow demands determined the size of the pipes.

When constructed, following the recommended Mobility Network's layout, the pipelines create a complete looped network. A looped-network allows the use of smaller pipelines as water is supplied from multiple directions to the demand location. Most blocks of land are approximately 500 feet or less along a side. These smaller blocks facilitate installation of fire hydrants at each street corner. Since the corners are fed water from at least three directions the flow requirements from each pipe is reduced and smaller pipelines can be used. To meet fire demands, blocks longer than 500 feet require at least a 10-inch diameter pipeline since the demand is only fed from two directions.

In the Pioneer Bluff District, most of the east-west pipelines are 8-inch and connect to larger pipelines in the north-south streets. Given the expected intense density along the riverfront in the Pioneer Bluff District the pipelines along the Sacramento River, within the building setback area, are significantly larger than those that run along the setback levee in the Stone Lock District. In the Stone Lock District, the Locks Center and Stone Lock South Neighborhoods are fed by a large existing 16-inch pipeline through the middle of the development in Village Parkway and from the west by a new 12-inch pipeline in Locks Drive. The Barge Canal Neighborhood is fed by a new 12-inch pipeline in Locks Drive and connects to an existing 16-inch water main. This water main may be relocated to align with the eventual alignment of Locks Drive West discussed in Section 4.8.1. The remainder for the Districts recommended pipe network is composed of 8-inch pipelines. Exhibit 64 for the recommended improvements location, size and connections to existing water lines.

Exhibit 64: Recommended Water Distribution System



4.9.3 Water Storage

The 2015 *Water Master Plan* states that the City will need to add an additional 11.8 million gallons of storage to meet projected 2035 demand requirements. A total of five new tanks and replacement of one existing tank are recommended. Similar to the City's current storage tanks, each tank will be located at ground level, and will include a booster pump station to pump out of the tank and an altitude valve to fill the tank. A detailed tank siting analysis should be performed during preliminary design of each tank and booster pump station.

For the Districts, the recommended water storage improvement is a new 2.5-million-gallon tank. The recommended location is outside the Pioneer Bluff District. In consideration of the expected high-cost and high-value of the Districts' land the tank is proposed location is near Drever Street and Soule Street on the western side of Rail Street North. Because the recommended improvement is only based on the 2035 projections, this tank will accommodate some undefined portion of the future growth in the Districts. It is recommended additional water storage be performed prior to preparing a specific plan for the Districts.

4.9.4 Storm Drainage

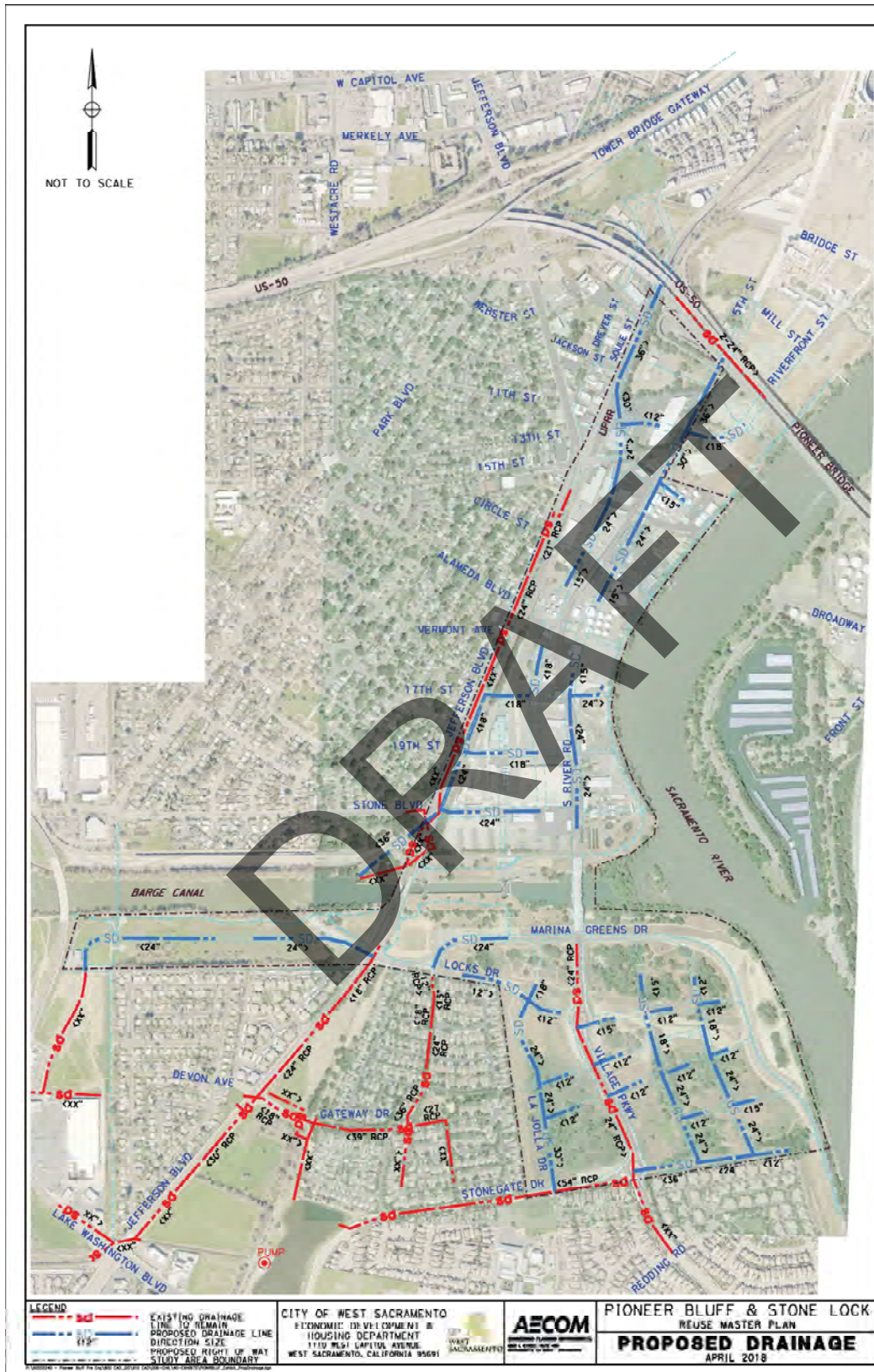
Both the Districts will need to replace and expand their existing storm drainage systems to accommodate the proposed development. The proposed storm drainage systems shown in Exhibit 65 will connect to off-site existing systems with additional capacity. However, future evaluation of offsite existing systems will need to be evaluated to ensure that additional runoff flows can be conveyed. The proposed Pioneer Bluff District's storm drainage system is divided into four sub-systems, two systems that drain northern portion of the district and two systems that drain the southern portion of the district and the proposed Stone Lock District storm drainage system is divided into four systems that will connect to offsite existing systems.

Retention and/or detention basins were not considered; if incorporated into proposed systems, storm runoff flows can be reduced to ensure that the existing downstream offsite systems are not overwhelmed and flood. The storm drainage evaluation utilized existing outfalls and connections to existing off site systems and assumed that current outfalls would continue to service the area. Future

evaluations of proposed storm drainage system will need to be evaluated and ensure that they meet state stormwater quality (MS4) requirements. Proposed development shall incorporate Low Impact Developments and hydromodification features (such as infiltration areas, bioswales, drain inlet filters, etc.) to meet future stormwater quality requirements. Construction of pipeline infrastructure should match the phase of site improvements of proposed development.

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Exhibit 65: Recommended Storm Drainage Improvements



4.9.5 Building Development Considerations

Under the City's role as an infrastructure service provider, the City has taken a proactive role in its riverfront Districts to ensure that high-quality telecommunication services are available in the anticipated urban commercial areas where market demands require these services. In order ensure the ultimate marketability of these future commercial properties, the City should manage the installation for this critical infrastructure. This may require that the City design and install adequate telecommunication facilities, in coordination with the wet-utility improvements, in order to serve future demands. This must be during the construction of the Districts' mobility projects summarized in Table 8. As the right-of-way construction constraints and limitations make it extremely challenging to install new conduit in a roadway after construction, it is recommended that these mobility projects be developed in coordination with existing service providers and that the City design and install City-owned conduit within all the Districts' new roadways, and where feasible, within the Districts' roadways to remain.

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Chapter 5. Conceptual Investment Strategy

5.1 Purpose and Intent

The Master's conceptual investment strategy is intended to describe a path for implementing the Districts' development objectives within the context of the ever-evolving phasing dependencies discussed in Section 4.3. This strategy is project-oriented and recommends specific investment activities, many of which are intended to jointly address the District objectives as well as to guide and inform the related and influential citywide and regional projects. Significant elements of this strategy are presented as "conceptual" (i.e. advisory) in deference to these broader interests and decision-making processes that are not managed by the Master Plan. The conceptual investment strategy is based on the following conclusions that form the recommendations herein.

The extent of coordination required to achieve the Districts' development objectives is unprecedented and consistent with the City's can-do culture and maturing capabilities. The Districts are constrained by many extraordinary de-industrialization, land development, and building development challenges that must be resolved to realize the Districts' vision articulated in the land development strategy. Unsatisfactory resolution of any of these challenges will preclude the Districts' development objectives and, in many cases, will also preclude realization of other major City objectives. Although these challenges are extraordinary and formidable, the City has the capacity, and increasingly the capabilities required to resolve these constraints (e.g., technical, fiscal, etc.). These City capabilities need to be further developed, organized, and focused to overcome the fragility of key development objectives, including those of the Districts.

The transformation of the Districts will require long timeframes, commitment to the vision and discipline. Realizing the Districts' development objectives and those of the greater urban core will require not only transformation of the physical environment, but also that of its economy. The breadth and depth of required transformation will necessarily require long implementation timeframes. These timeframes will be primarily driven by the City's (and others') ability to effectuate major change in existing conditions, especially with respect to the extraordinary infrastructure and market challenges present. These factors will necessarily require patience and commitment from both public and private sectors.

Significant growth and change in the City/regional economy is required to realize the District's' development objectives. The Districts' building development objectives will be implemented by market demand for District building products (i.e. residential units, offices, retail, etc.). While the City has been steadily adding to the supply of buildable urban land through its increasing expertise in de-industrialization and land development processes, market demand for urban development has been relatively limited – especially for urban office products. These demand factors underscore a regional and urban core economy that is relatively weak with respect to comparable peers. Realizing the Districts' objectives will require substantial development of the City's (and region's) economy to build the fiscal base necessary to fund the City's share of required regional infrastructure, including that which is necessary to develop the Districts and to attract the urban market demand necessary to complete buildout in the Districts.

5.2 Investment Practices

It is anticipated that many of the Districts' strategic projects and activities will be initiated by or implemented through the City's *Strategic Plan*. This may range from general City performance conditions and goals as well as specific policy, management, and project objectives that directly or indirectly relate to the transformation of the Districts. For example, the 2014 *Strategic Plan* directed the preparation of the 2014 Pioneer Bluff Transition Plan (Volume I) as a mechanism to advise City de-industrialization and early land planning efforts in the Pioneer Bluff District. Since 2014, these efforts have yielded substantial project deliveries (e.g., Shell Oil facility closure, etc.) and advised the next round of due diligence and planning activities. The 2016 *Strategic Plan* directed the next round of de-industrialization (e.g. rail relocation, retrofit of the Stone Lock Facility, etc.) and land development strategies (e.g., flood protection delineations, mobility network, parks planning, etc.) which are described in Volumes II and III.

Volume I recognized that the transition potential of Pioneer Bluff will be shaped by several major City/regional infrastructure and development projects that are currently proceeding on more or less independent paths and that an integrated, strategic approach to these project planning activities will be critical to achieving timely transition of the Pioneer Bluff District. The Master Plan is intended to provide

this integrated, strategic approach to these project planning activities and to queue up certain key projects for the City Council's consideration in developing future *Strategic Plans*. Its conceptual investment strategy is intended to shape future recommendations for internal project coordination activities and frame future Measure G and EIFD funding requests, future impact fees analyses, and future grant proposals. The latter three are as discussed further in Section 5.3.

In 2017, CH2MHill Engineers, Inc. (CH2M), prepared a TM (Investment Practices TM) that documents how various City departments strategize and advance projects, recommend projects for funding and integrate with one another during project development. The Investment Practices TM is provided as Appendix W. Following a site tour and kick-off meeting, CH2M conducted interviews with all the staff who participated directly or indirectly in the preparation of the Master Plan's recommendations. The purpose of these interviews was to develop an understanding of each of the department's and division's priorities for the Master Plan, their respective processes to identify and deliver their priorities, and assess any opportunities and challenges that may support, prevent or preclude an integrated approach to implementing the Master Plan's recommendations.

CH2M noted that all staff interviewed mentioned the Council's *Strategic Plan* as a primary factor in determining the department's or division's priorities. The second most often-noted factor was pursuing grant funding opportunities. All interviewees cited specific priority projects related to the Master Plan's implementation recommendations. The projects identified were wide-ranging and included rail relocation, the Districts' streetcar extension, the Enterprise Boulevard bridge/DWSC closure structure, the Pioneer Bluff River Walk, and the Highway 50 eastbound on-ramp.

Although the Investment Practices TM's assessment ultimately only reported challenges, it should be noted that CH2M's process received overwhelming support from staff. During the process, the universal message from staff was that an enhanced project prioritization process could better support cross-departmental collaboration. The assessment's findings, challenges and recommendations were reviewed and approved by the participating City staff. In addition to all the major challenges identified in Volume II and III, CH2M identified three internal implementation challenges identified which are summarized below:

Master Plan project coordination will need to overcome disjointed departmental objectives and priorities. Although City staff expressed a unifying desire to address the citywide and regional development objectives consistent with the Master Plan, each department's and/or division's respective priorities did not always align. Almost all the Master Plan's major implementation recommendations were identified as top priorities but the provided motivations for advancing the projects were often disconnected from understanding how these projects impact the timing, dependencies and outcomes in the Districts.

Master Plan project coordination will need to overcome insufficient regional and regulatory awareness. As discussed in Volume's II Appendix B, the Master Plan's geographic situation often brings regional implications to the Districts' land-use and transportation projects. This combined with the City's history of pursuing and delivering on state- and/or federally-funded infrastructure projects, requires the following: a strong understanding of the City's relationships with its regional partners (and their motivations), and the ability to nimbly and confidentially navigate any regulatory constraints that may negatively impact the Master Plan development objectives. Given the complexity of the Master Plan's project development (e.g. design considerations, permitting, etc.), the resources required, and the development phasing dependencies, hyperawareness of the regional and regulatory landscape is necessary to avoid recommending projects or activities to the City Council that don't ultimately advance the vision.

Master Plan project coordination will need to successfully manage complex, mismatched and changing funding dynamics. At the kick-off meeting, a comprehensive list of citywide/regional transportation and de-industrialization projects that are either directly or indirectly related to the transitioning of the Districts was developed by staff. The costs for the two dozen-plus projects included in the list total approximately \$1 billion. All of the projects identified during the meeting (some of which are not addressed in the Master Plan) are shown on Exhibit 66. Throughout the process, some staff expressed concern about the seemingly insurmountable funding challenges and perceived lack of private sector advocates. Two internally funding challenges were noted: many of the identified projects are competing for many of the same resources, and the Districts will not generate tax increment for the EIFD until after a substantial investment. The perceived lack of private sector confidence in the vision raised concerns about forming a CFD for de-industrialization projects (i.e. rail relocation).

Exhibit 66: Conceptual Investment Strategy Projects

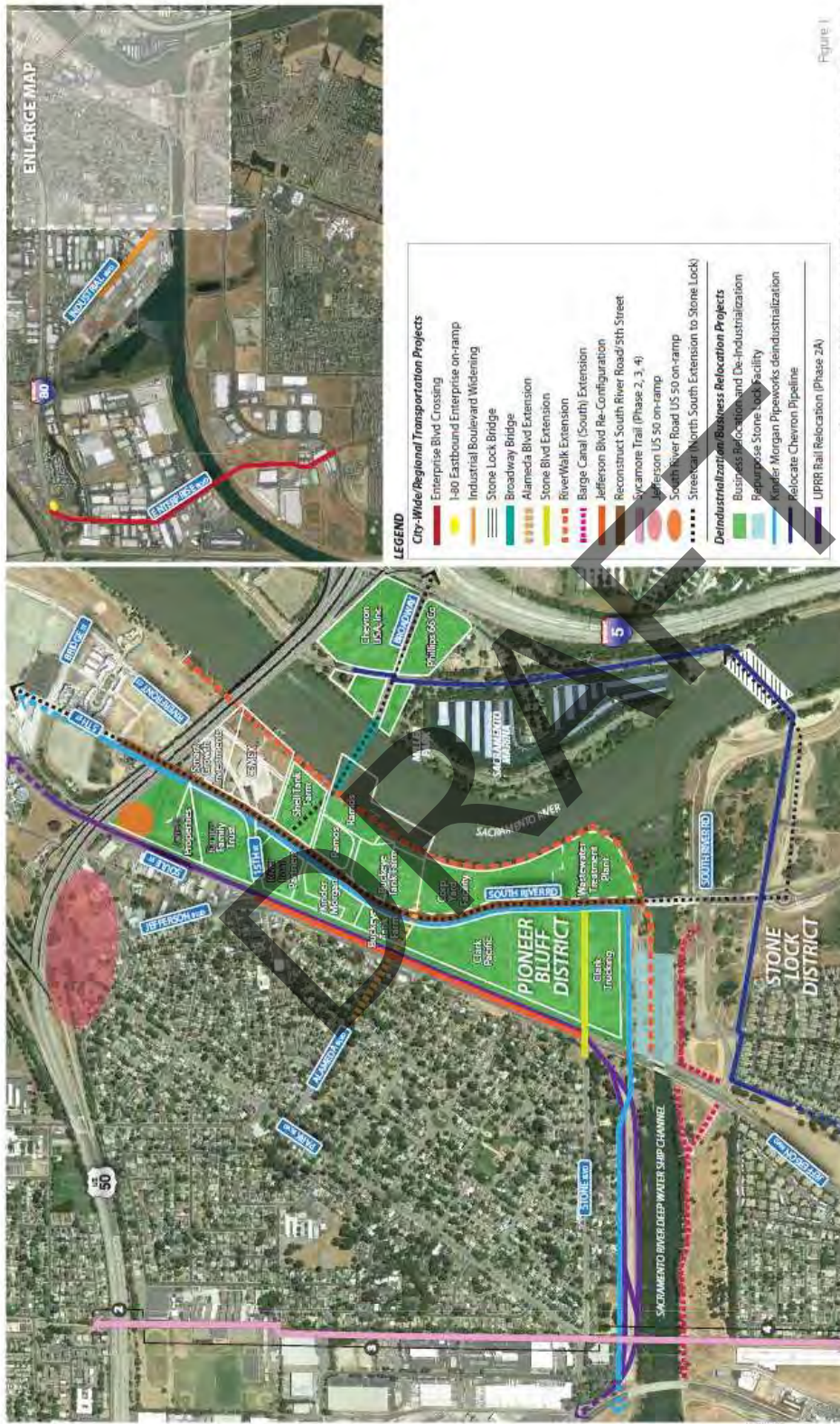


Figure 1
Pioneer Bluff/Stone Lock Conceptual Investment Strategy

To overcome these challenges, CH2M recommends that the City develop a tool or process that prompts upfront coordination and evaluation of Master Plan's projects amongst the various departments. This tool/process would vet the positive and negative impacts of a project opportunity prior to recommending a project to the City Council for funding. The output of this tool/process would be a project-by-project business case that clearly communicates the project's purpose as well as its relationship to the Master Plan's vision.

The Master Plan only conceptually captures these relationships. The recommended phasing discussed throughout this volume is a preliminary best guess about how to implement the vision. A discussion regarding how to test the recommended project phasing is in Section 5.4.

5.3 Funding Sources

Until a specific plan is warranted for the Districts, the City's CIP is the primary funding mechanism the Master Plan's recommended projects. The primary sources of funding recommended for Master Plan improvements will be Measure G and EIFD funding requests, future impact fees analyses, and future grant proposals. Other City funding sources may also be applicable on a case-by-case basis.

5.3.1 Measure G

The *Community Investment Action Plan* (2012) was prepared in response to several factors that were substantially impacting delivery of the City government mission in 2012. These factors included the State's foreclosure of local redevelopment powers in 2012 and the required transformational changes to the City's strategic planning approach discussed in Section 2.2. These changes required the City to restructure its jurisdictional, organizational, and fiscal frameworks in the short-term and had profound changes to the financing of future development in large parts of the City, partially those related to the Strategic Plan. The Community Investment Action Plan's (CIAP) two chief recommendations included adopting a budget measure to allocate funding received by the City from the dissolution of redevelopment to a new fund and forming one or more Infrastructure Financing Districts (IFDs) to restore the City's ability to bond against future revenue to finance infrastructure investments.

In 2012 West Sacramento voters passed Measure G, an advisory measure proposed by the City Council which affirmed the use of former redevelopment funding for community investment projects. The CIAP defines community investment projects as those strategic public investments in infrastructure and economic development designed to catalyze private investment to improve the local economy, create new revenue to the City, and enhance residents' quality of life. For projects to be eligible for Measure G funds, they must satisfy one or more the following criteria: further the City Council's Strategic Plans, induce private investment where it would otherwise not occur, leverage outside funding or other City resources, yield a return on investment, be consistent with 20-Year capital growth plan, provide regional benefit, and/or lack other traditional funding sources to cover the project's cost. All of the Master Plan-governed project and activity recommendations for the next 10-years are Measure G eligible.

5.3.2 Enhanced Infrastructure Financing District

As discussed in Section 2.2, in 2017 the City formed EIFD District No. 1. The EIFD can finance the purchase, construction, expansion, improvement, seismic retrofit, or rehabilitation of any real or other tangible property with an estimated useful life of 15 years or longer, provided the project is of communitywide significance that provides significant benefits to the district or the surrounding community. The Districts are within the EIFD boundary. The EIFD can also finance planning and design activities that are directly related to the purchase, construction, expansion, or rehabilitation of these projects.

All of the Master Plan-governed project and activity recommendations for the next 10-years are EIFD eligible. Projects funded from EIFD No. 1 must be consistent with the City's adopted *General Plan*. The EIFD District No.1's *Infrastructure Financing Plan* specifically lists several of the Master Plan's recommended projects. These projects are highlighted on the list of projects table provided as Appendix X. Other eligible funding sources (e.g. Measure G, Measure E, impact fees etc.) are also listed for these projects. The *Infrastructure Financing Plan* incorporated the CIAP's goals for the strategic public investment in infrastructure and economic development designed to catalyze private investment to improve the local economy, create new revenue for the City, and to enhance residents' quality of life. When EIFD District No.1 was formed, the PFA stressed the standing policy (under the former Agency's Redevelopment Plan) that tax increment financing should be used to fund public improvements in

support of private investment, rather than providing developer subsidies. When budgeting EIFD No. 1 revenues, the City Council and the PFA will need to make findings that expenditures of the revenues have a community-wide benefit and consistency with the EIFD statutes.

5.3.3 Development Impact Fees

In 2018, the City updated its water and sewer impact fees. The water connection fees are supported by the 2015 *Water Master Plan*. The sewer connection fees are supported by the 2015 *Sewer Master Plan*. The City is in the process of updating the 2003 *Parks Master Plan*, preparing a storm drainage master plan and preparing an updated traffic impact fee study. It is expected that the parks, storm drainage and traffic impact fees will be updated within the next year. As the recommended Master Plan improvements become more certain, it is recommended that future impact fee nexus studies incorporate the Master Plan's improvements.

5.3.4 Grants

The transition costs for the Districts necessitate capturing outside funds to advance the Master Plan's recommended projects. Several of the recommended phase 1 and phase 2 projects in this volume have been positioned to be grant-ready. Other recommended investigations, analyses etc. are also well positioned for future grant opportunities (e.g. the ecosystem enhancements associated with the Bulkhead Structure alternatives, etc.)

For example, during the Master Plan development, the City pursued and received a \$300,000 US EPA brownfields grant. The grant's proposed scope work was based on the recommendations included in the ECR provided as Volume II's Appendix D. As discussed in Sections 3.2 and 3.3, it is recommended that a portion of the US EPA grant be used to develop a brownfield remediation toolbox for the Districts and that a portion (up to \$100,000) be used to investigate and implement the most applicable regulatory construct for inducing petroleum clean-up.

5.4 Economic Development Approaches

The City has been successfully diversifying its residential (consumer) based economy through major new housing developments and gentrification of older communities (including infill development). This new growth and improvement has attracted substantial, new higher-income households to the City. These developments have significantly improved overall City socio-economics (e.g., per capita income, etc.) over the last few decades. These new households and improved socio-economics have, in turn, attracted more retail and household services (e.g., health clinics, etc.) to the City.

In contrast to its residential economy, the City's business economy has been diversifying more slowly and in a more limited manner (see Section 7.2 of Volume II). These differential changes are partially highlighted by the City's major labor inflows and outflows. As discussed in Section 7.2 of Volume II, 86% of the City's labor force (West Sacramento residents) leave the City for their employment; conversely, most of the City's work force (West Sacramento workers) does not live in the City. These factors underscore the growing inconsistencies between the City's residential economy and its business economy.

Realizing integrated development objectives, as well as those for the Districts, will require transforming the City's business economy from one that is primarily industrial-oriented to one that is more diverse, especially with respect to urban commercial uses. However, from a market perspective, the City is not currently well-positioned to realize its urban development objectives within reasonable timeframes, particularly with respect to the planned urban commercial even with the modified 70/30 revised split described in Section 4.1. This market reality requires the City to proactively pursue economic development activities that will incrementally improve its competitive position with respect to desired development outcomes. Recommended market positioning strategies to achieve the 40-year buildout timeframe described in Section 4.3 are summarized in the subsections below.

5.4.1 Targeted Industries and Integrated Positioning Strategies

The City's current economic development strategy targets five industry clusters for further development, namely: food and agricultural-related activities, advanced manufacturing, health-care technology, biotechnology, and "green economy" industries (e.g., renewable energy, etc.). All of these industries already exist to some extent in the City. Apart from the Raley's corporate center, a few restaurants, and an "urban farm", these industries are not currently represented in the City's urban

development areas. Rather, these industries are predominately located in the City's (suburban) industrial developments (e.g., Southport Business Park, Port, etc.).

The City has worked in partnership with the business community to steadily expand its target industry base, both physically (e.g., new facilities, etc.) and economically (e.g., higher value activities, etc.). While these efforts have improved the quality and productivity of the City's business economy, this economy remains industrially-oriented.

The City's current market reality is one of the starting points for its (business related) economic development efforts. An additional starting point is the City's government-oriented economy (especially consumers of office space) which already has a substantial presence in the City. These different economic bases are expected to be the origin of much of the market demand that will be required to meet integrated development objectives, especially during the mid-term. This market demand will determine the pace, phasing, and location of development.

During the *General Plan's* timeframe, most of the City's major (business-oriented) economic development opportunities are expected to be associated with its existing and planned suburban developments. Most of these opportunities are located with the Southport and in areas surrounding the Port. These opportunities include new and reused industrial, flex, and office developments that will largely be based on the City's existing competitive strengths. Realizing these development opportunities is critical to building the necessary fiscal base to fund major community investments and to improving the competitive position of Districts (and related areas) to fill planned development. This includes continued public-private efforts to improve business productivity (i.e., value added), quality, and workforce as a strategy to increasing demand for higher-value City building products (e.g., office, etc.).

While the City is expected to increasingly see urban commercial development opportunities during the mid-term, this activity is starting from a much smaller economic base than the City's suburban employment developments and will require longer timeframes to become economically impactful. Rather, it is expected that during this 15-year period most of the City's urban development opportunities will be based on residential uses (e.g., housing, retail, etc.). Realizing these development opportunities is critical to building the City's fiscal base and positioning the Districts for future, higher value mixed-use development.

5.4.2 Development Positioning Strategies

The Districts have substantial de-industrialization and land development processes that must be completed to support building development. As such, the Districts' 10-year economic development strategy, reflected in this section's recommendations, are generally more focused on market positioning than building development. Market positioning for the transformation of the Districts includes completing de-industrialization, amenitizing the District waterfront, and improving connectivity to/from the Districts as recommended in Sections 3.2, 4.5, and 4.8.

In addition to Districts' amenitization and connectivity investments, there are other potential activities during this 10-year period that can improve the competitive position of integrated development opportunities. These include creative, value-added uses of (otherwise) vacant land/buildings during the interim period between de-industrialization and building development. As discussed in Section 3.3, these uses involve temporary public and private activities that activate the waterfront (e.g., community/farmers' market, etc.), support targeted industries (e.g., urban farm, etc.), and utilize existing assets for higher value uses (e.g., reuse of industrial buildings). These interim activities would preface, and ideally promote, market driven building development processes.

Market positioning that prepares the Districts for urban product types, especially with respect to urban commercial uses, is a critical public-private economic development process that must occur over the mid-term if the Districts are to see build-out during a reasonable timeframe. This necessarily Citywide process must develop and attract the substantial market demand required to fill planned development. This process will primarily be achieved incrementally and opportunistically.

5.4.3 Public-Private Economic Development Processes

Economic development is a public-private process that engages a wide range of stakeholders (e.g., businesses, residents, etc.) in support of a common goal. For the City, this goal has been defined as high quality economic growth and diversification. The relative qualities and performance characteristics of this goal are extensively articulated through the City's *General Plan* and *Strategic Plan*. Addressing this goal involves trans-departmental activities and processes that are primarily oriented to creating private-sector value (e.g., property value, etc.).

Over the decades, the City has utilized and analyzed a variety of formal and informal processes to engage the private-sector in collaborative economic development. These processes have historically been oriented toward real-estate development and have been organized around the City's (former) redevelopment powers. These processes are currently being re-structured in response to major recent changes, including the loss of redevelopment powers. To date, this re-structuring has favored re-constituting the City's de-industrialization and land development capabilities. These capabilities primarily focus on creating new lands for building development.

Prior City analyses (e.g., *Business Resource and Innovation Center Study*, etc.), as well as this Master Plan, have also highlighted the need for the City to become more proactive with respect to market development and positioning (i.e. creating and filling buildings). This proactivity requires more private-sector engagement, especially with the business community that uses and services the City's building inventory (e.g., real-estate brokers, Chamber of Commerce, etc.). This engagement requires new organizational expertise, capabilities, and focus that must be developed by the City if its real-estate objectives are to be achieved within reasonable timeframes. This organizational development generally occurs through strategic planning processes which define municipal service priorities and objectives.

5.5 Riverfront Investment Strategy Pilot Program

The development objectives in this Master Plan remain steadfast in maintaining and implementing the *General Plan* vision. As the *General Plan's* de-industrialization policies and *Master Plan's* projects slowly reshape the Districts' landscape preparing for "clean and scraped" condition, the recommendations in the land development strategy will have profound impacts on the future of the riverfront. These include *Strategic Plan* mainstay projects (e.g. flood protection, streetcar, the Broadway Bridge), Master Plan-specific recommendations to the 2018 *Strategic Plan* (e.g. rail relocation, riverfront investment strategy) as well as emerging projects (e.g. the Enterprise Bridge). A common purpose of these projects is to ensure tangible return on these investments, improve connectivity throughout the city, and re-position the riverfront for urban development. However, if these projects are planned and carried out without thoughtful coordination and consideration of the Master Plan's development objectives, the projects could have unintended consequences that could undermine the City's ability to achieve those results.

Nowhere in the city are these interwoven land-use, flood protection, parks, and transportation dependencies more pronounced than in the Districts. To manage these relationships, a riverfront

investment strategy is recommended to ensure the development objectives of the Districts and the larger urban riverfront while still carrying out the City's flood protection, parks and transportation infrastructure agenda. To develop this strategy, it is recommended that the City develop a transparent and data-driven tool/process for capturing and articulating the relationships the various Master Plan projects have to the development potential of the Districts beyond. As discussed in Section 5.2, the Master Plan only conceptually captures these relationships.

This tool/process will prioritize, and if desired, institutionalize the highest-order value of investments that decommission, repurpose or build the infrastructure that best benefits riverfront redevelopment. As discussed in Section 5.2, the recommended phasing discussed throughout this volume is a preliminary assessment of the projects and their order necessary to implement the vision. This tool/process refines the 2012 *Community Investment Action Plan*, which created the City's current investment framework, and informed the budget policy for the EIFD. The result of these efforts is not a financing plan for the District, but a working action plan that can accommodate deviations to the recommended phasing and capture any opportunity costs.

Although this tool/process could be developed for Citywide use, it is recommended that this process first be tested at the Districts level which is consistent with the 2018 *Strategic Plan's* Riverfront Investment Strategy action item. A possible structure for this program is contained in Appendix W. Once completed, this pilot program could memorialize the project prioritization framework so that the City may adapt to changing conditions and opportunities as they arise. The pilot will help the City achieve its vision for the urban riverfront and, conversely, allow it to better understand when and if it becomes necessary to adjust the long-term land use vision. The recommended timeframe for completion of the pilot program's development is by 2019.

Please see the following link for Volume III (Transition Strategy) Appendices:

<https://www.cityofwestsacramento.org/Home/ShowDocument?id=7554>

DRAFT



DRAFT

CITY OF WEST SACRAMENTO
1110 WEST CAPITOL AVENUE
WEST SACRAMENTO, CA 95691
916-617-4500

MEETING DATE: June 27, 2018

ITEM # 20

SUBJECT:**CONSIDERATION OF AN UPDATE AND WORKSHOP ON THE PILOT ON-DEMAND RIDESHARE SERVICE****INITIATED OR REQUESTED BY:**

Council Staff
 Other

REPORT COORDINATED OR PREPARED BY:

Sarah Strand, Assistant Transportation Planner


 Denix Anbian, Director of Public Works

ATTACHMENT Yes No Information Direction Action

OBJECTIVE

The purpose of this report is to conduct a workshop to solicit preliminary City Council direction on how best to define and measure the success of the rideshare program as it relates to the City's broader mobility goals and policies, and to request Council feedback and approval of the project Marketing Plan. This workshop is presented alongside a regular update on the general status of the City's Pilot On-Demand Rideshare service.

RECOMMENDED ACTION

Staff respectfully recommends that the City Council:

1. Receive an informational update on the Pilot On-Demand Rideshare service;
2. Conduct a workshop to discuss performance goals and metrics for the Via rideshare service; and
3. Discuss and approve the Via On-Demand Rideshare Marketing Plan.

BACKGROUND

The Pilot On-Demand Rideshare service is an innovative public transportation model being tested by the City as an early action item of the broader Mobility Action Plan (MAP). On January 17, 2018, the City Council elected to award a contract to Nomad Transit LLC, a wholly-owned subsidiary of Via Transportation Inc., to assist with the planning, marketing, launch, operation, maintenance and performance evaluation of the service.

The Pilot will operate citywide for one (1) full year using a fleet of dedicated, co-branded Mercedes Benz Metris vans to provide on-demand, share rides anywhere in the City for a flat fare. Ongoing performance monitoring and data collection will be leveraged to inform broader transportation planning considerations, including opportunities to optimize fixed route bus service and increase mobility for underserved communities. Throughout the life of the Pilot service, service parameters such as fares, hours operation, or service areas may be modified to better meet demands.

On January 17th, City Council directed staff to return monthly with project updates, including proposed service modifications, data on service performance and ridership, as well as higher-level policy considerations to ensure ample opportunity for Councilmembers to provide input on the project. At the end of the one (1) year Pilot term, a final performance evaluation report will be compiled by the UC Berkeley Transportation Sustainability Research Center (TSRC) and will be presented for Council's consideration. City Council may elect to continue the service, contingent on performance and cost to sustain the program.

Per City Council direction, this workshop is being conducted to primarily initiate a discussion around performance evaluation and defining success for the Pilot, which will include an initial consideration of the data and metrics to be analyzed throughout the Pilot, as well as offer the City Council an opportunity to direct staff to work with the Via team and/or UC Berkeley TSRC team to include or develop metrics to enable the City to monitor specific outcomes that would be deemed as indicators of "success".

ANALYSIS

This report provides a general update on the Via On-Demand Rideshare Pilot activities to date, and more detailed information related to performance evaluation and marketing activities intended to facilitate City Council discussion and feedback.

1. General Project Update

The Via rideshare service is currently entering "Full Launch" phase wherein adjustments to hours of operation and pricing options are being implemented based on early feedback during the Initial Launch phase. Since launching the service on May 14, the following service modifications have been implemented with City Manager approval:

- **New Hours of Operation:** Service extended to M – F 7am – 10pm and Sat 9am – 10pm (previously M-F 7am – 7pm & Sat 9am – 7pm). This change was made as originally planned as part of the Full Launch and will help address broad community feedback requesting later Via hours, and a strong interest in using Via to travel to and from River Cats games.
- **Limited-Time Promotions:** First time riders continue to get their first two (2) rides free with promo code "WSCITY" through September. Beginning on June 18, all riders began receiving rides for only \$1 through June 30. The \$1 rides promotion resulted in the City's highest day of ridership to-date, with 53 rides provided on Monday June 18.
- **Pooling Incentives:** The cost for adding additional passengers was reduced from \$3.50 to \$1.00. This means the person booking a ride pays their regular fare (\$3.50 Standard, \$1.75 Senior/ADA) and then any +1s they add will cost only \$1 each. This change was made in response to feedback from City staff, TMI Commissioners, City Council, the Chamber of Commerce and community members and is anticipated to be well received among major employers in West Sacramento.
- **Via Pass:** A new subscription-based service will be launched offering weekly passes for \$10 each week. Riders who purchase a ViaPass will be able to ride up to 4 times a day during the week. The launch of this pricing option resulted in a doubling of ridership in Via's sister market in Arlington TX.

As a reminder, majority of the cost associated with this service is hourly driver pay. The Hours of Operation will be expanded, as originally planned within the existing budget, and will not impact the overall budget. The latter two (+1 pricing and ViaPass) will not increase the cost to operate but may have a very small impact in total revenue. However, the gains in ridership anticipated as a result of these features far outweigh potential revenue losses, which Via roughly estimates will be less than 5%.

Challenges/Barriers

During the Initial Launch period, some users experienced technical difficulties accessing the Via App or successfully hailing a ride. Bugs in the Via App have since been addressed and operations have been running smoothly since Week 3 without recurrence of the original bugs observed.

Via was unable to negotiate a mutually agreeable parking agreement with the CA Fuel Cell Partnership and has instead located at 1871 South River Road, just North of the City's Corporation Yard. The Via Vans are parked here, as well as the personal vehicles of driver partners. The site is secured.

During the Initial Launch period, it was observed that few driver partners were local West Sacramentans. Staff has worked closely with Via to launch a targeted ad campaign online to further recruit more local drivers to help minimize excessive travel from driver partners who may otherwise be travelling from outlying cities to drive on the Via platform. Locally recruited drivers will be given priority choice of driving shifts. Also, local drivers most likely will be more familiar with the routes and destinations.

Requiring riders to sign up using a Smartphone or Tablet was originally identified as a barrier, especially for Seniors in the community. Aggressive targeted outreach, including several "Learn-to-Ride" community events have helped over 40 residents to sign up and/or receive the Senior or Disabled Rider discount. A remaining challenge is related to users who have no mobile phone, which makes it difficult for users to book a return trip. Staff is working with SACOG to begin supplementing Via Senior events with information on how to obtain a free cell phone to help mitigate this challenge.

2. Performance Monitoring & Evaluation

The primary focus of this workshop is to create an opportunity for the City Council to provide early feedback and direction regarding performance evaluation of the Via Pilot service. Input is particularly requested in advance of UC Berkeley conducting more robust data collection and analyses as part of the Final Performance Evaluation Report. The final report will be intended to aid in the City Council's consideration of next steps at the end of the one-year pilot term, which may include renewing a contract with Via or terminating the service.

As currently planned, the Via On-Demand Rideshare Pilot is designed to provide two different types of performance reports to the City: Regular Ridership Reports and the Final Performance Evaluation Report.

Regular Ridership Reports

Ridership data is provided to the City on an ongoing basis through an online dashboard offering a concise review of the service's performance across several key dimensions, including ride volume, average trip duration, number of rides, and customer satisfaction rating. Service trends including a map of where requests originated from and the trend of those requests over time are also provided to enable the City to better understand demand patterns.

Attachment 1 provides the Ridership Report for May 14 – June 18, highlights of which include:

- 879 rides completed, as of June 18
- Via Vans pick passengers up in 6.7 minutes, on average
- Customer Satisfaction is high at 4.92 out of 5.00
- Most popular Pick-Up Destinations so far include Town Center Plaza, West Sacramento Civic Center, and the Bryte, Bridgeway Island & Bridgeway Lakes neighborhoods.
- Most popular Drop-Off Destinations so far include Walmart Super Center, West Sacramento Civic Center, Washington District shops and restaurants, River City High School and the Recreation Center, and the Bridge District and Bridgeway neighborhoods.

At this time, staff recommends the information provided in the Ridership Report is sufficient for monitoring daily performance. However, at the City Council's request, Via will work with the City to capture other categories of data or reports, within reason. The City Council is requested to review the metrics reported in the Ridership Report and provide feedback if there are additional metrics they would like staff to investigate for incorporation into the regular reporting framework. The most up-to-date Ridership Report through June 27 will be shared as part of the presentation for this report.

Final Performance Evaluation Report

The Final Performance Evaluation Report will be conducted by UC Berkeley's TSRC team and will include an impact, travel behavior, and institutional analyses.

Impact Analysis

The impact analysis will focus on the broader social and environmental benefits of West Sacramento's Pilot On-Demand Rideshare service including: 1) modal shift, 2) changes in vehicle miles traveled, 3) changes in auto ownership and vehicle occupancies, 4) customer satisfaction, 5) quality of life, and 6) change in household transportation expenditures. The analysis will also integrate the key metrics provided by Via, such as trips per person, miles per trip, and wait times.

Social & Environmental Impacts

The social and environmental impact analysis will include a survey of Via users as well as non-users in the neighborhoods where the system operates. TSRC will design the surveys in conjunction with the City of West Sacramento and Via. Both surveys will collect baseline socioeconomic information, modal split for commute and non-commute travel, vehicles per household, and parameters of participant's normal commute including time of day, length in miles and time, and routes, as well as expected and unexpected deviations. The rider survey will collect sufficient data metrics to estimate VMT and trip behavior (e.g., reduction/increased accessibility) impacts. Further the survey will aim to assess changes in quality of life and transportation expenditures due to use of the service.

The survey of Via riders will include reasons for taking the Via service, likes, dislikes, and impact on well-being including convenience, wait times, changes in commute time and distance, and willingness to pay for the service. The survey will also inquire regarding how the rider learned about the Via service, top motivations for shifting their commute to the system, and how many

trips have been taken using Via (such as 1st trip, 2-10 trips, 11-25 trips, over 25 trips). The survey of the general population in the neighborhoods where Via operates will inquire, if the participants are aware of the Via service, how they learned about it, why they do not use the system, and what changes to the system would encourage them to give it a try.

Special questions or sub-surveys may also be developed to ensure that targeted populations are being reached and their use/non-use of Via is better understood. Specific use-cases that may require this type of additional surveying include Seniors and Teens (age 13 – 18).

Institutional Analysis

The institutional analysis will provide a qualitative assessment of institutional lessons learned during the development and deployment of the pilot program. The institutional analysis will conduct expert interviews with managers at Via, municipal staff, Pilot service drivers, and key stakeholders in the service area. The purpose of the interviews is to gain insight into the institutional successes and challenges of the effort to implement and operate Via, as well as lessons learned and recommendations for improving the longer-term operation of the system. This component of the Pilot will be used to identify best practices and lessons learned, which will be valuable to the City as well as other jurisdictions that may be interested in similar services.

Defining Success: Developing Goal-Oriented Metrics

As previously discussed with the City Council, high-level goals of the Pilot service include:

- Reduce Single Occupancy Vehicle Miles Travelled
- Encourage Linked Multi-Modal Trips
- Incentivize Pooling & Achieve High Vehicle Occupancy Rates
- Enable Car-free Lifestyles (& Alleviate Parking Demand)
- Improve Access & Mobility for Underserved Communities
- Provide Affordable Service at a Sustainable Cost to the City
- Encourage Social Interaction and Cohesion
- Supplement/Replace Underperforming Fixed Routes
- Close First/Last Mile Gaps to Transit

Progress toward these goals will be measured using metrics developed by the UC Berkeley TSRC team. Many of the goals are qualitative and will be collected using survey questions design to capture individual behaviors and/or perceptions about the service. For example, the TSRC survey will include questions asking what mode users would have taken if they had not used a Via to understand mode shift. Perception questions will also be included to understand how individuals' perceived level of access to daily goods or services has changed if at all, as well as levels of social interaction and feelings of social cohesion. Staff will return to Council once a detailed list of goals/outcomes and related metrics is developed.

However, at this time, the City Council is asked to review this list for completion and weigh in on the goals or outcomes that they deem as the most vital to determining the success of the service at the end of the Pilot term. Early input from the City Council will help to ensure that as metrics are developed and refined, they are aligned with the goals and outcomes the City is most interested in measuring progress toward. It is also important to keep in mind that outcomes from the Pilot may ultimately be in conflict.

For instance, if there is latent demand in underserved communities, there may be a net increase in vehicle miles travelled (VMT) even though VMT reduction is also a goal. Similarly, riders who would have otherwise taken the bus or bicycle may replace trips with Via, which could result in fewer linked multi-modal trips. The Council is asked to consider whether certain goals should be considered more closely linked to the threshold for "success" of the Pilot, such as the cost per rider or proposed cost to continue service at the end of the pilot term relative to other public transportation services or the impact on quality of life for underserved residents.

The TSRC team will conduct an analysis to help the City better understand travel behaviors across demographics and socioeconomic groups to ensure that the City Council has all necessary information when presented with the decision to continue or cease services at the end of the Pilot year.

3. Marketing Plan

Per the contract and scope of work approved by City Council on January 17, 2017, a Marketing Plan (the Plan) was developed providing a framework for all marketing, outreach and encouragement for the Pilot service. Although the draft Marketing Plan in **Attachment 2** is submitted for City Council approval, many activities are already being implemented, as summarized further below.

Based on extensive experience successfully launching, marketing, and continually growing operations in other markets, the Via team has been working closely with the City of West Sacramento to raise awareness and encourage ridership of the new On-Demand Rideshare service. On March 21, the West Sacramento City Council approved a phased approach wherein service features may be adjusted alongside initial market analysis and promotions of the service during the initial 4 to 6 weeks of service, followed by the Full Launch Phase, wherein more aggressive marketing would ensue.

This phased approach was recommended for multiple reasons. First, it allowed Via to scale resources, such as vehicles and driver hours, alongside growth in demand, resulting in efficient use of a limited budget. Second, it limited exposure of negative experiences to early adopters. For example, as to be expected, some minor debugging of the technology emerged as more users joined the network which were resolved during the Initial Launch phase. Additionally, newly recruited drivers require a short time to master use of the driver App and operate the new vehicles. By limiting marketing, new users were also guarded from potential negative experiences as a result of Driver's acclimating to the new platform. Lastly, some feedback from early adopters helped inform how best to modify service hours or price points before more aggressively marketing to the community at-large.

Through extensive experience in other markets, Via identified key best practices which inform the basis of the marketing strategy. These best practices include:

- **Referral Programs:** Native product support for referrals, including customizable incentive structures. Almost 50% of Via's active riders in other markets have come from referrals.
- **Promotions:** Rolling promotions providing free/discounted rides will be deployed on an ongoing basis.
- **"ViaPass":** Introducing a subscriptions service often results in a growth in ridership.
- **Customer Segmentation:** Understand use-cases and behavior to grow ridership.

Alongside Via's best practices, City staff has work closely to tailor the Plan to West Sacramento's local context, which works to ensure equitable marketing strategies that do not exclude those without access to the internet. As such, the marketing plan for the Via rideshare project includes both digital and physical collateral to be distributed broadly throughout the City, strategic partnerships with businesses and major employers, targeted educational outreach with the Senior community, and innovative awareness campaigns to incentive ridership.

During the first 2-4 weeks of service, marketing began primarily through digital media channels, followed by a gradual increase in physical collateral being distributed throughout the City in the form of promotion flyers, brochures and posters at high visibility locations. During the first 2-3 months of service, staff will be continually arranging "Learn-to-Ride" events, coordinating with the Chambers of Commerce on strategic business partnerships, and setting up meetings with major employers to discuss how the service can be integrated into Commuter Benefit programs.

The contents of this plan (**Attachment 2**) represent the current range of marketing initiatives and ideas that have been generated by the project team, as well as from feedback presented by staff from other departments, commission and council members, community-based organizations, and early rideshare users. This plan is a living document, which staff will be filtering, prioritizing and refining based on City Council input. As feasible within the project budget, staff will remain open to ongoing feedback for innovative ideas to market the new service throughout the coming 1-year pilot term.

Some activities that have been completed to-date are listed below. See **Attachment 2** for the comprehensive list of planned marketing activities.

- Promotions
 - Launch Discount: 50% all rides (May 14 – May 28)
 - \$1 Rides (Through June 30th)
 - First 2 Rides Free (Through September 30)
 - Referral Program (Ongoing)

Promotion codes have been customized to enable the Via team to track the effectiveness of codes based on where they were primarily disbursed (i.e. Passed out at City facilities or webpages; provided at Senior events; provided at Via tabling or street marketing events).

- Digital Marketing
 - Webpage
 - Social Media Posts (Facebook, Twitter, Instagram, Snapchat, Nextdoor, etc.)

- Via Rideshare Photo Contest
- Targeted Facebook Ads
- Direct Marketing
 - Street Marketing and Tabling events at over 20 locations, including the Recreation Center, Arthur F. Turner Library, Starbucks, Town Centre Plaza, Jack Rabbit Brewing, Kick'n Mule Sports Bar, River Walk Park, the Waterfront Café, Riverpoint Plaza, and Trinity Presbyterian.
 - Learn-to-Ride Senior Events held at the Community Center, Riverbend Manor, the VFW, and Eskaton Wilson Manor, with more planned.
 - Flyer Drop-off & Local Organization Outreach: Dropped off flyers and/or posters and explained the Via service to over 90 local businesses
 - Banner to be installed at Park & Jefferson
 - Meetings and coordination with Chamber of Commerce, major employers & local businesses such as CalSTRS and Devil May Care ice cream.

At this time, staff is requesting that the City Council review and provide input the Marketing Plan and approve the Marketing Plan as final pending any additions or conditions added by the Council. Staff will continue to provide updates to the City Council on marketing and outreach activities to date.

Environmental Considerations

On January 17, 2018, the City Council approved a Categorical Exemption for this project under Class 6, Guidelines Section 15306 (Information Collection) of CEQA since the Pilot will focus on data collection, research and evaluation activities which do not result in a serious or major disturbance to an environmental resource and will inform the City's consideration of approving and funding the service for additional years. A Notice of Exemption has been submitted to the County Clerk's Office.

Commission Recommendation

This Transportation, Mobility, and Infrastructure Commission has received several presentations about the Via On-Demand Rideshare program and will receive a comprehensive update on the project at the next regularly scheduled meeting on July 9th, 2018.

Strategic Plan Integration

This project advances the Strategic Plan Management Agenda item, "Mobility Action Plan."

Alternatives

- 1) Conduct a workshop to discuss performance goals and metrics for the Via rideshare service; discuss and approve the Via On-Demand Rideshare Marketing Plan; and receive an informational update on the Pilot On-Demand Rideshare service. This is the recommended action.
- 2) Decline to conduct the workshop, elect not to approve the Via On-Demand Rideshare Marketing Plan and/or decline to receive the informational update and direct staff to return at a later date. This action is not recommended as it may delay work on the project.

Coordination and Review

This report was prepared by the Traffic and Transportation Division of the Public Works Department in coordination with the Via Transportation, Inc. project team. Marketing and outreach strategies have been developed in coordination with the Communications and Media Division of the City Manager's Office, with minor input received from the Broderick Bryte Community Action Network.

Budget/Cost Impact

This project has an approved budget of \$749,000 funded by a \$149,999 SACOG TDM Innovation Grant and a Council allocation of \$599,001 from using local Transportation Development Act (TDA) funds [a combination of State Transit Assistance (STA) and Local Transportation Funds (LTF)]. No additional budget impact is associated with this report.

ATTACHMENT(S)

Attachment 1 – Via Ridership Report (May 14 – June 18, 2018)

Attachment 2 – Draft Via On-Demand Rideshare Marketing Plan

ATTACHMENT 1



Last 5 Week(s) (May 14, 2018 - Jun 18, 2018)

879 completed rides since launch

RIDES

879 completed rides

8.48 minutes per ride

3.03 miles per ride

DRIVERS

0.65 utilization

21 active drivers

1,277 driver hours

QUALITY OF SERVICE

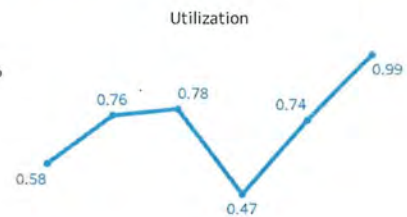
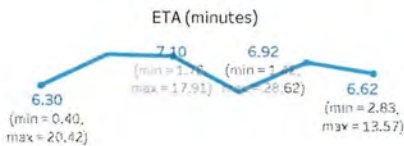
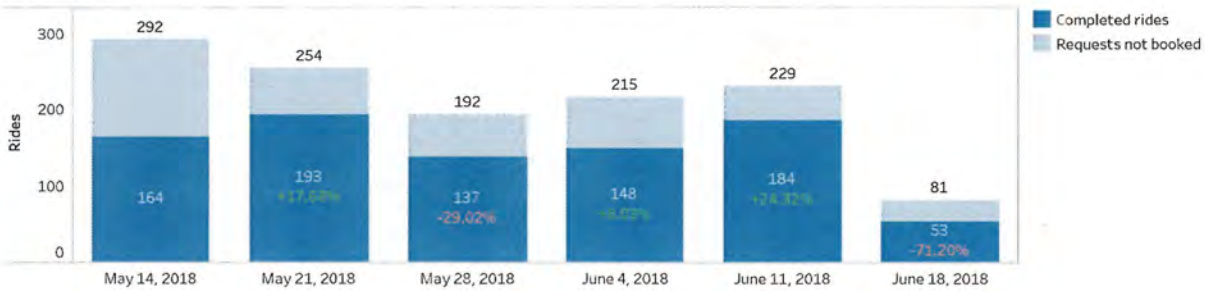
6.70 minute ETAs 93% pickups on-time

70% requested rides completed

4.92 average ride rating

Look back weeks
5

WAV Only?
False



Pickup Requests



Dropoff Requests



Top Pickup Intersections

Intersection	Requests
West Capitol Avenue	24
Town Center Plaza	23
West Capitol Avenue & Merkley Avenue	23
Myrtle Avenue & Lisbon Avenue	18
City of West Sacramento City Hall	15

Top Dropoff Intersections

Intersection	Requests
Walmart SuperCenter	45
City of West Sacramento City Hall	35
3rd Street	22
1 Raider Ln, West Sacramento	20
Tower Bridge Gateway	20

- a driver is active if he/she gave at least one ride in the specified time period

- a pickup is on-time if the actual pickup time was less than 5 min. earlier or later than the ETA

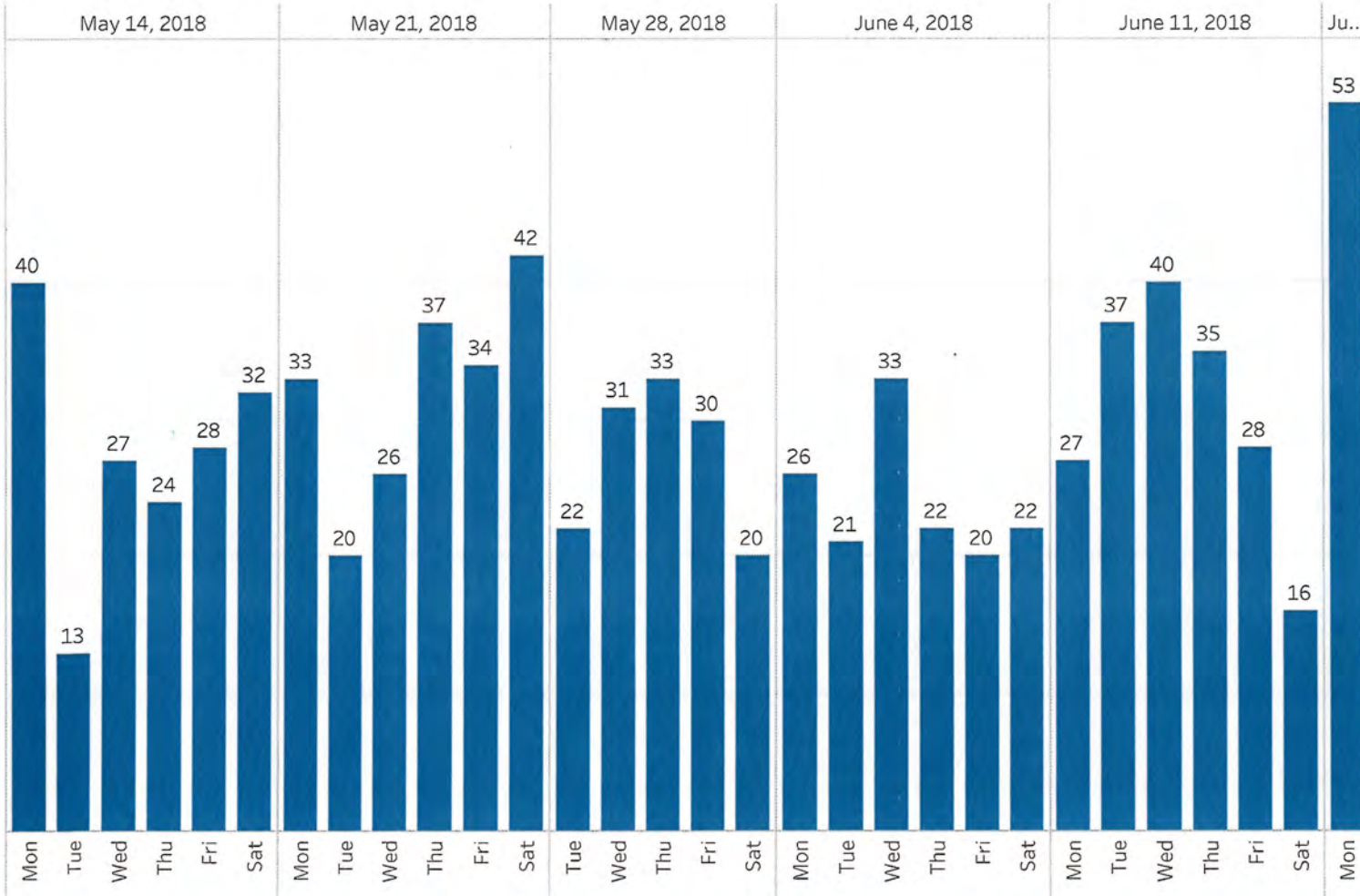
- Rides metrics consider all completed rides

- Quality of service metrics consider all sessionized requests

Rides/Day



CITY OF WEST SACRAMENTO



Look back weeks
5

WAV Only?
False

PILOT ON-DEMAND RIDESHARE SERVICE MARKETING & OUTREACH PLAN

West Sacramento & Via Project Team

STRATEGY OVERVIEW

Based on extensive experience successfully launching, marketing, and continually growing operations in other markets, the Via team is working closely with the City of West Sacramento to raise awareness and encourage ridership of the new On-Demand Rideshare service. On March 21st, the West Sacramento City Council approved a phased approach wherein service features may be adjusted alongside initial market analysis and promotions of the service during the initial 4 to 6 weeks of service, followed by the Full Launch in Phase, wherein more aggressive marketing would ensue.

The contents of this plan represent the current range of marketing initiatives and ideas that have been generated by the project team, as well as from feedback presented by staff from other departments, commission and council members, community-based organizations, and early rideshare users. This plan is a living document, which staff will be filtering, prioritizing and refining in following the June 27th report to City Council for additional feedback. Marketing activities will continue to be rolled out prior to that date. As feasible within the project budget, staff will remain open to ongoing feedback for innovative ideas to market the new service through the coming 1-year term of the pilot.

1. Digital Marketing

Digital marketing will be deployed by both Via and through the City of West Sacramento's platforms, including:

Webpage

A project webpage on the City's website will provide basic information about the new service, including FAQs and a link to the Via support webpage. A feedback widget will allow users to ask questions, make suggestions, or share their experience with the City, in addition to Via's various feedback mechanisms (phone, text, or in-app). The City iLights platform will be used to promote the service and announce any holiday closures, or changes in service.

Social Media

The rideshare program will be continually promoted on a rolling basis through the City's presence on Facebook, Instagram, Snapchat, NextDoor.com and others. In addition to informational posts early in the project, more creative awareness and marketing campaigns will be deployed, including (see "**Attachments**" for examples):

- **"Selfie with a Via Van" Contest:** Contestants submit a selfie with a Via van, along with proof of riding (screenshot of ride history or billing verification) to win free River Cats tickets, and 8 to 12 free Via rides.
- **"Where's Via?" Contest:** Contestants are asked to snap a photo when they see a Via van about town. This promotion is more focused on raising awareness and visibility of the service online.
- **"I take Via to...":** Community members will be asked to post/tweet/etc. about what they use Via to do. For example **"I take Via to Bingo!"** or **"I take Via to River City High!"** or **"I take Via to Devil May Care!"** or **"I take Via to reduce my carbon footprint!"**. As ideal use cases emerge, the City will build use-case narrative based around popular posts, which may include photographing people representing each use-case to use in other collateral and creating video narratives showing how different people use the service. Videos will also be leveraged to demonstrate "how-to's" for different aspects of the service.
- **Via Matchmaking Stories:** In Via's New York market, social interaction has become a major co-benefit of shared rides. Via features narratives provided by users who have met their best friend, their significant other, or new employer by sharing a ride in a Via. As demand grows, a social media campaign may seek out similar stories to feature the positive community impact of shared rides.
- **Paid Digital Marketing:** Paid ads (Facebook, Instagram) will target people who live in West Sacramento.

Videos

A series of videos will be developed to raise awareness and educate community members on how to use the new service. Examples of Via videos could include:

- How to Download the Via App
- How to Request a Ride
- Use-Case Narratives ("I take Via to...")
- Interview with a Via Driver
- Tour of the Via Van
- A Day in the Life of a Via Van

2. Direct Marketing

Ads & Handouts: Physical collateral will be displayed and distributed broadly, as noted further in **Appendix A**. Additionally, the highly visible **Via Vans** themselves serve as a key marketing tool.

Learn-to-Ride Events & Presentations: Roughly 8 to 10 events will be held over the course of the Pilot providing an opportunity to learn about the service. Many of the events will target Seniors, but remain open to all, and will also allow people to explore a demo van, sign-up for a user account, obtain a Senior/ADA discount, and ask questions.

Tabling Events: Tabling events will be scheduled at key hubs throughout the City, to include Via and/or City staff providing handouts and approaching community members at high traffic locations in town, range from grocery stores and cafes, to the library. A full list of locations being considered for tabling events is included as **Appendix A**.

Direct Mailers: Information about the new service will be distributed through the City's Utility Billing mailer more than once during the term of the Pilot. The mailer will cover both Residential and Commercial billing customers.

Brand Ambassadors: The "street team" will be supplemented by Brand Ambassadors that will be recruited for a 4-week period to broaden the reach of tabling and street marketing events.

3. Targeted Outreach

Custom marketing and outreach will be tailored for Seniors, Teens, businesses, major employers, and other use-cases that emerge as demand grows for the service.

Senior Outreach Strategy

This strategy is being deployed in consultation with representatives from AARP and BBCAN, and through coordination with the City Manager's Office to ensure mutual reinforcement of the City's Age-Friendly initiative.

- **Targeted Direct Mailers:** Using a mailing lists with tailored age demographics, a direct mailer will be sent out targeted Senior users to ensure they hear about the service and outreach events.
- **Posters & Flyers:** Distributed by staff and volunteers at locations where Seniors live and/or frequently visit.
- **Events:** Learn-to-Ride events will be held on multiple occasions at the West Sacramento Community Center at times that are likely to attract Senior already attending activities as part of the City's Active Aging programs. Additional one-time events will be held at key Senior facilities. Locations will include:
 - Golden Days Adult Day Health
 - Eschaton Wilton Manors
 - Margaret McDowell Manor
 - Riverbend Manor
 - DaVita Dialysis Center
 - Veterans of Foreign War (VFW) Centers
 - West Sacramento Community Center
 - **Learn-to-Ride Event #1 May 31st, 11am – 1pm Rivers Room**
- **AARP, Active Aging & Age-Friendly Newsletters:** Via will be featured in both AARP and the City's first Age-Friendly Newsletters. AARP will also be sending an e-blast to local members. The Community Center will also include information in their regular Active Aging newsletter.
- **AARP Grant:** Pending successful award of funds, the City hopes to provide free or significantly discounted rides to better understand the impact of incentives on older adults.

Teen Outreach Strategy

This strategy is intended to make teens age 13 to 18 and their parents aware of the new rideshare service as it may be useful for several reasons, including travel to and from River City High School, after school programs and extracurricular activities, or to jobs and internships. Coordination with the Parks & Recreation Department revealed that transportation is a key barrier for participants in the Recreation Center's after school program. As such, many City programs will be leveraged to help get the word out to potential youth riders who could benefit from the service.

Outreach activities include:

- Outreach to Washington Unified School District board
- E-blasts to parents through the Recreation Center membership list, including Teen Summer Camps and the after-school program (once school starts again in Fall)
- Tabling at Bridgeway Boathouse for the Parks & Rec Talent Show
- Tabling at Bridgeway Play Summer Concerts
- Coordination with Los Rios CC
 - E-blast to students
 - Quick Sells at the start of heavily attended classes
- Posters and Flyers at common extracurricular locations (i.e., dance and karate studios)

Major Employers & Corporate Partnerships

Major employers will be contacted to provide a "toolkit" of resources that can be distributed to employees by e-mail and will be offered tabling events and presentations, upon request, to further encourage ridership. After initial service expansions are implemented, staff will begin arranging meetings with interested employers to discuss integrating the Via rideshare service into Commuter Benefit packages or consider subsidizing trips on Via as a replacement for utilizing fleet vehicles for local trips. Employers may also consider subsidizing limited-time discounts to encourage employees to try the new service, beyond promotions being rolled out by the City/Via. A list of major employers that will be contacted during the first 2-3 months of service are included as part of **Appendix B**.

Business Promotions

After a preliminary meeting with the West Sacramento Chambers of Commerce, strong interest has been identified in exploring local business partnerships to promote use of the rideshare service. Promotions could include a local business providing a set amount of funds to subsidize free or discounted rides to their restaurant or could provide a discount on their product(s) or service(s) for customers who show proof of using a Via rideshare van to get there.

Examples could include a local ice cream shop paying \$500 to deploy a Via promo code that would provide 2 free rides when you use Via to visit the ice cream shop (roughly 75 customers). Or a local burger shop could provide 10% of your meal when you show them your Via rideshare receipt. These approaches would encourage ridership but could also be used to stimulate business for local shop owners. A list of businesses is also included in **Appendix B**, however other businesses may be engaged as appropriate throughout the year. Other businesses that will be reached out to include logical locations that may merit the use of a service like Via rideshare due to the clientele with mobility challenges. These include businesses with:

- Desire for more customer traffic (i.e. new businesses, struggling business)
- Parking Demand challenges
- Mobility Limited Clientele (physically limited, without a vehicle, or otherwise impaired)
- West Sacramento "mainstays"

APPENDIX A

Direct Marketing & Tabling Events

Location	Activities
<i>Civic Facilities</i>	(Ads, Handouts, Post Flyer, Tabling Events, etc.)
West Sacramento City Hall	Tabling Event, Handouts at Counters, Poster Display
West Sacramento Community Center	Tabling Event, Handouts at Counters, Poster Display
West Sacramento Rec Center	Tabling Event, Handouts at Counters, Poster Display
West Sacramento Transit Center & Bus Shelters	Tabling Event, Poster Display, Smaller Ads
Los Rios Community College	Tabling Event, Handouts at Counters, Post Flyer
Arthur F. Turner Community Library	Tabling Event, Handouts at Counters, Post Flyer
Post Office	Post Flyer
Religious Facilities (Churches, Temples, etc.)	Tabling Event
Social Services Locations	Post Flyer
Low Income & Senior Housing	Tabling Event, Handouts at Counters, Post Flyer
Jefferson Blvd & Park Ave	Banner
<i>Businesses*</i>	
Auto Repair Shops	Handouts at Registers, Post Flyer
Larger Hotels (i.e. Hampton, Ramada, Holiday Inn)	Handouts at Registers, Post Flyer
Cafes (La Bou, Starbucks, Lenise's)	Tabling Event, Handouts at Registers, Post Flyer
Restaurants (i.e. Broderick's, Carol's, etc.)	Tabling Event, Handouts at Registers, Post Flyer
Medical Facilities (DaVita Dialysis, River Bend, Urgent Care, Chiropractic services, Dentists, etc.)	Handouts and Counters, Post Flyer
Bars & Breweries (ie. Jack Rabbit, Sail Inn, etc.)	Tabling Event, Handouts at Registers, Post Flyer
Grocery Stores & Markets (i.e. Nugget, Arteagas, etc.)	Tabling Event, Handouts at Registers
Big Box Outlets (Target, Walmart, IKEA, Lowe's, etc.)	Tabling Event, Handouts at Registers
Pharmacies (RiteAid, Walgreens, etc.)	Tabling Event, Handouts at Registers
Major Employers (See Appendix B)	Tabling Event & Handouts
Raley Field**	Tabling Event(s)

*All tabling events must be permitted by business and property owners before confirming dates/times.

**Raley Field has an exclusive promotional agreement with Lyft which may limit their ability to promote Via.

APPENDIX B

Major Employer & Business Outreach

Presentations and tabling events will be offered to all major employers and businesses that are engaged through this outreach process. Staff will continue to work closely through the West Sacramento Chambers of Commerce. Early business partnership opportunities were identified based on key characteristics in Section 3 (i.e., new businesses, parking demand issues, mobility limited clientele, etc.), but a broader list will be engaged throughout the year.

Major Employers (E-Blasts, Commuter Benefits Offerings, Subsidy Programs)	Business Partnerships (Discount/Promotions on products/service or free/subsidized rides to businesses)
State of California, General Services	Raley Field**
CalSTRS	Burgers & Brew
United Parcel Service (UPS)	Devil May Care Ice Cream
US Postal Service	La Crosta Pizza Bar
Xerox Healthcare	Kickn Mule Sports Bar
Washington Unified School District	Hawaiin Poke
Los Rios Community College	Coldstone Creamery
Raley's/Bel Air	MOD Pizza
Tony's Fine Foods/United Natural Foods	Broderick's Roadhouse
Nor-Cal Beverages	Streets of London
Clark Pacific	Bike Dog, Yolo Brewing Co, Jack Rabbit Brewing
Aetna Healthcare	Sail Inn
ABM Janitorial	Club Pheasant
Walmart	Whitey's Jolly Kone
Siemens Healthcare Diagnostics	DaVita Dialysis Clinic
IKEA	Physical Therapy, Chiropractic Clinics
Farmer's Rice Cooperative	Hotels
Target	Auto Repair Shops
Home Depot	
Lowe's	

*Promotions, commuter benefit programs, or corporate sponsorships are dependent upon business terms and conditions agreed upon with specific businesses and employers.

**Raley Field has an exclusive promotional agreement with Lyft which may limit their ability to promote Via.

Attachments

¼ SHEET PROMOTIONAL HANDOUTS (BROAD DISTRIBUTION)

learn more →

VIA

WEST SACRAMENTO ON-DEMAND

GET AROUND WEST SACRAMENTO WITH THE VIA APP!

Get 2 free rides with code:

WESTSAC

Expires 8/31/18 Valid for new members only.

Text "shared" to 69922 to download the app
(Standard message and data rates may apply)

ridewithvia.com/westsacramento

Download the App

WHY RIDE WITH VIA



Smart
No detour, ever



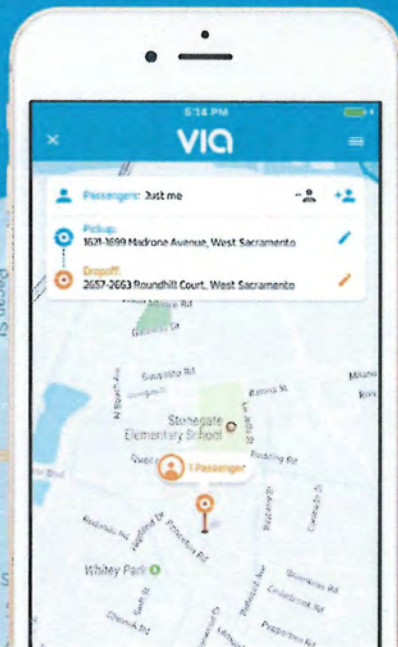
Affordable
Rides for just \$3.50



Quick
Pickups in minutes



Efficient
Meet your Via-icle
at a nearby corner



SENIOR FOCUSED BROCHURE



WEST
SACRAMENTO
ON-DEMAND

RIDE WITH VIA
Book a Ride in Real Time!

What is Via?

The City of West Sacramento has partnered with Via to provide shared rides on demand anywhere in the City at an affordable price. Book a ride and you will get picked up by a Mercedes van in minutes!

How to Ride

1 Create Your Account

If you have a smartphone or tablet:

- Download the Via app and sign up for an account using a credit/debit or pre-paid card.
- Search "Via" on the App Store or Google Play Store and look for the blue app icon.

If you **do not** have a smartphone or tablet:

- Please call Via at 916-318-5101 to arrange for an in-person meeting to set up your account.

2 Request a Ride

- Type your pickup address and destination in the app.
- You'll receive a proposal with an estimated time of arrival (ETA) when the next available Via-icle can pick you up.

3 Meet Your Driver

- You'll be asked to meet your driver at a nearby pickup spot (no more than 500 feet). If you're having trouble finding your ride, call your driver in the app or contact Via's Live Support at 916-318-5101.

Learn more at:
cityofwestsacramento.org/via

VIA WEST SACRAMENTO COMING SOON

Initial Service:

Monday - Friday: 7am - 7pm
Saturday: 9am - 7pm

Rides cost just \$3.50



Need a wheelchair accessible ride?

Type **RIDEWAV** into the promo code section of your app or tell a support rep when you book by phone.

SENIOR FOCUSED "LEARN-TO-RIDE" EVENTS



Learn to Ride!

West Sacramento's new
Via Rideshare service

When: May 31, 2018

Time: 11:00 AM - 1:00 PM

Where:

The Rivers Room at
West Sacramento Community Center
1075 West Capitol Avenue

For More Information:

sarahs@cityofwestsacramento.org

**All are welcome to attend
this free training!**

* Presentation
about the service

* Q & A Session

* Demonstration
Vehicle On-Site

* Get Assistance
Setting up a Via
User Accounts

* Register for ADA
or Senior Discount

* Enter a Raffle to
Win Free Rides

* Book by Phone

* Wheelchair User
Friendly Service



SOCIAL MEDIA CONTESTS

Social Media Contest

Things to Consider:

Why do you want to run a contest? What is your ultimate goal? Is it to generate marketing materials or is it to spread awareness? What platforms will be included? How often do you want to award winners? How long will it run? Prizes?

Contest Ideas

Best Marketing Material



Selfie with Rideshare

Pros: People will be forced to use rideshare.

Cons: Not quick, takes too much work.

#ridesharewestsac #myride #meandmyride



Some Material + Awareness



Photo of Rideshares around town

Pros: More inclusive, easier to do

Cons: Photos may not be ideal quality

#ridesharewestsac #spottedinwestsac



Spreads Most Awareness



Where Can Rideshare Take You? Stories about where you want to go with rideshare.

Pros: Most inclusive and easiest

Cons: No photos for marketing materials.

#ridesharewestsac #whereinwestsac



Recommendations:

All three ideas, one per week for three weeks to target three types of content and user groups. Three winners. Prizes should be rideshare credits. If you're using it already, it's like having a coupon. If you're not already using it, then it's an incentive to try it. **Requirements:** 1) Whatever content we asked for 2) Tag us 3) use the "#"

PAID DIGITAL MARKETING

Ad Preview

1 of 1 Ad < > 


Mobile News Feed ▼

1 of 13 < >



**City of West Sacramento,
Government**



Sponsored 

Have you caught a ride with Via? Use the promo code HELLOWS and get your first two trips for FREE!



cityofwestsacramento.org

**Via On-Demand Rideshare |
City of West Sacramento**

[LEARN MORE](#)



Like



Comment



Share

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MEETING DATE: June 27, 2018

ITEM # 21

SUBJECT:**CONSIDERATION OF SECOND READING AND ADOPTION OF ORDINANCE 18-12 AND ADOPTION OF RESOLUTION 18-44 REGARDING A NEW LOCAL GENERAL PURPOSE TRANSACTIONS AND USE TAX****INITIATED OR REQUESTED BY:** Council Staff Other**REPORT COORDINATED OR PREPARED BY:**Amanda Berlin, Assistant City Manager
Aaron Laurel, Economic Development & Housing Director


Martin Tuttle, City Manager
ATTACHMENT Yes No Information Direction Action**OBJECTIVE**

The objective of this report is to provide sufficient information for the City Council to conduct the second reading and adoption of Ordinance 18-12 to adopt a quarter cent general retail transactions and use tax (sales tax) and to consider Resolution 18-44 calling a special election to approve the measure and other related actions.

RECOMMENDED ACTION

It is respectfully recommended that the City Council:

1. Waive the second reading, read by title and number only, and adopt Ordinance 18-12 imposing a general transactions and use tax to be administered by the California Department of Tax and Fee Administration; and
2. Adopt Resolution 18-44 calling a special municipal election to be held on November 6, 2018 for the purposes of approving an Ordinance imposing a one-quarter percent general transactions and use tax for public safety and investments in inclusive economic development and community improvements, requesting that the Yolo County Board of Supervisors consolidate the election with the statewide election, authorizing the Mayor to prepare a written argument in support of the tax measure, and directing the City Attorney to prepare an impartial analysis of the measure.

BACKGROUND

On June 13, 2016, the City Council approved the first reading of Ordinance 18-12 (Attachment 1). The purpose of the Ordinance is to impose a local retail transactions and use tax to be administered by the the California Department of Tax and Fee Administration. In order for the Ordinance to take effect it must be approved by two-thirds of the full City Council; or effectively, at least four members. Also at its June 13 meeting, Council directed that an ad hoc committee comprised of the Mayor and Mayor Pro Tem would be established to review and provide staff with direction on the language for the ballot measure prior to the June 27, 2018 meeting.

A proposed statewide proposition for the November 2018 ballot, known as the "Tax Fairness, Transparency, and Accountability Act" (TFTAA) would require all local taxes passed after January 2018 to be adopted by a two-thirds majority of voters. This proposition would apply to local general purpose transactions and use taxes like the measure being considered.

Resolution 18-44 (Attachment 2) is required to formally call the election for the measure, adopt the proposed ballot measure language, authorize the Mayor to prepare a written argument in support of the measure in addition to a rebuttal to any argument filed against the measure, and to direct the City Attorney to prepare an impartial analysis, among other actions related to the election.

ANALYSIS

The ad hoc committee comprised of the Mayor and Mayor Pro Tem met on June 19, 2018. The following proposed ballot language is based on the ad hoc committee's direction:

To fund public safety and investments in inclusive economic development and community improvements, shall the City of West Sacramento enact a 1/4 percent transactions and use tax (sales tax) providing approximately \$3.4 million annually on an ongoing basis for unrestricted general revenue purposes?

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The proposed measure is intended to address budgetary challenges affecting public safety and provide funding for investments in inclusive economic development and community improvements. It is important to note that, by law, these measures are for general purposes, so the items described in the measure are not necessarily an exclusive list of how the funds may be expended. The proposed measure would provide general revenue to the City which would be available for any governmental purpose, but the measure is crafted to give voters a clear idea of the types of uses the Council intends to prioritize for the funding. If the measure is enacted, staff will return to the Council for direction on developing an expenditure plan based on the potential uses described in the measure.

Revenue and expenditures of the funds would be tracked separately with annual reports provided to the City Council. The measure would take effect on April 1, 2019 and not expire. Staff estimates that the measure will initially generate about \$3.4 million per year. The combined sales/transactions and use tax in West Sacramento would increase to 8.25 percent.

Furthermore, as described earlier in this report, the TFTA would pose a complication for the proposed transactions and use tax measure. If the TFTA qualifies for the November ballot and it is passed by voters, it would require the City’s measure to pass by a two-thirds majority, even as a general purpose measure. The proposition is currently undergoing signature validation by the Secretary of State. Due to the uncertainty with this measure and its potential for passage, staff recommends approaching the proposed transactions and use tax measure with the assumption that it will require a two-thirds majority vote to pass. The TFTA would also change State law to require local general revenue tax measures to include specific language and a statement on separate ballot materials (presumably in the City Attorney’s Impartial Analysis) permitting revenue to be used for “unrestricted general revenue purposes,” unless the measure is for special purposes. Staff has included this language in the proposed ballot measure language, above.

The following table provides the schedule for the proposed measure.

Action/Milestone	Date
City Council 1 st Reading of Ordinance	6/13/18
City Council 2 nd Reading and adoption of Ordinance	6/27/18
City Council adoption of Resolution for ballot measure	6/27/18
City Council calls election/ballot measure & directs who will prepare arguments	6/27/18
Submit ballot measure to CDTFA for review	6/28/18
Submit final ballot measure language to Yolo County	7/13/18
Arguments due 7-14 days after the City Council calls the election	7/10/18
Rebuttals due 10 days after arguments are due	7/20/18
Yolo County Board of Supervisors approval of election	7/24/18
General election	11/6/18
Effective date of Transactions and Use Tax (if passed)	4/1/19

Environmental Considerations
 N/A

Commission Recommendation
 N/A

Strategic Plan Integration

The proposed transactions and use tax measure supports City Council Strategic Plan Principles, "Financially Sound" City government and "Quality Municipal Services."

Alternatives

The alternative to the recommended action is to not adopt the proposed Ordinance and Resolution. This alternative is not recommended because it would not allow the City Council to move forward with the quarter cent sales tax which is needed to adequately fund public safety services and other priorities.

Coordination and Review

This report was coordinated by the City Manager's Office, the Economic Development and Housing Department, the Administrative Services Department, and the City Attorney.

Budget/Cost Impact

If approved by voters, the proposed sales tax would yield general revenue to the City of about \$3.4 million per year, subject to fluctuations due to economic growth or recession.

ATTACHMENT

1. Ordinance 18-12
2. Resolution 18-44

ORDINANCE 18-12**AN ORDINANCE OF THE CITY OF WEST SACRAMENTO
IMPOSING A TRANSACTIONS AND USE TAX TO BE ADMINISTERED BY THE
CALIFORNIA DEPARTMENT OF TAX AND FEE ADMINISTRATION**

Section 1. TITLE. This ordinance shall be known as the West Sacramento Transactions and Use Tax Ordinance. The City of West Sacramento hereinafter shall be called "City." This ordinance shall be applicable in the incorporated territory of the City.

Section 2. OPERATIVE DATE. "Operative Date" means the first day of the first calendar quarter commencing more than 110 days after the adoption of this ordinance, the date of such adoption being as set forth below.

Section 3. PURPOSE. This ordinance is adopted to achieve the following, among other purposes, and directs that the provisions hereof be interpreted in order to accomplish those purposes:

A. To impose a retail transactions and use tax in accordance with the provisions of Part 1.6 (commencing with Section 7251) of Division 2 of the Revenue and Taxation Code and Section 7285.9 of Part 1.7 of Division 2 which authorizes the City to adopt this tax ordinance which shall be operative if a majority of the electors voting on the measure vote to approve the imposition of the tax at an election called for that purpose.

B. To adopt a retail transactions and use tax ordinance that incorporates provisions identical to those of the Sales and Use Tax Law of the State of California insofar as those provisions are not inconsistent with the requirements and limitations contained in Part 1.6 of Division 2 of the Revenue and Taxation Code.

C. To adopt a retail transactions and use tax ordinance that imposes a tax and provides a measure therefore that can be administered and collected by the California Department of Tax and Fee Administration in a manner that adapts itself as fully as practicable to, and requires the least possible deviation from, the existing statutory and administrative procedures followed by the California Department of Tax and Fee Administration in administering and collecting the California State Sales and Use Taxes.

D. To adopt a retail transactions and use tax ordinance that can be administered in a manner that will be, to the greatest degree possible, consistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, minimize the cost of collecting the transactions and use taxes, and at the same time, minimize the burden of record keeping upon persons subject to taxation under the provisions of this ordinance.

Section 4. CONTRACT WITH STATE. Prior to the operative date, the City shall contract with the California Department of Tax and Fee Administration to perform all functions incident to the administration and operation of this transactions and use tax ordinance; provided, that if the City shall not have contracted with the California Department of Tax and Fee Administration prior to the operative date, it shall nevertheless so contract and in such a case the operative date shall be the first day of the first calendar quarter following the execution of such a contract.

Section 5. TRANSACTIONS TAX RATE. For the privilege of selling tangible personal property at retail, a tax is hereby imposed upon all retailers in the incorporated territory of the City at the rate of 0.25% of the gross receipts of any retailer from the sale of all tangible personal property sold at retail in said territory on and after the operative date of this ordinance.

Section 6. PLACE OF SALE. For the purposes of this ordinance, all retail sales are consummated at the place of business of the retailer unless the tangible personal property sold is delivered by the retailer or his agent to an out-of-state destination or to a common carrier for delivery to an out-of-state destination. The gross receipts from such sales shall include delivery charges, when such charges are subject to the state sales and use tax, regardless of the place to which delivery is made. In the event a retailer has no permanent place of business in the State or has more than one place of business, the place or places at which the retail sales are consummated shall be determined under rules and regulations to be prescribed and adopted by the California Department of Tax and Fee Administration.

Section 7. USE TAX RATE. An excise tax is hereby imposed on the storage, use or other consumption in the City of tangible personal property purchased from any retailer on and after the operative date of this ordinance for storage, use or other consumption in said territory at the rate of 0.25% of the sales price of the property. The sales price shall include delivery charges when such charges are subject to state sales or use tax regardless of the place to which delivery is made.

Section 8. ADOPTION OF PROVISIONS OF STATE LAW. Except as otherwise provided in this ordinance and except insofar as they are inconsistent with the provisions of Part 1.6 of Division 2 of the Revenue and Taxation Code, all of the provisions of Part 1 (commencing with Section 6001) of Division 2 of the Revenue and Taxation Code are hereby adopted and made a part of this ordinance as though fully set forth herein.

Section 9. LIMITATIONS ON ADOPTION OF STATE LAW AND COLLECTION OF USE TAXES. In adopting the provisions of Part 1 of Division 2 of the Revenue and Taxation Code:

A. Wherever the State of California is named or referred to as the taxing agency, the name of this City shall be substituted therefor. However, the substitution shall not be made when:

1. The word "State" is used as a part of the title of the State Controller, State Treasurer, State Treasury, or the Constitution of the State of California;

2. The result of that substitution would require action to be taken by or against this City or any agency, officer, or employee thereof rather than by or against the California Department of Tax and Fee Administration, in performing the functions incident to the administration or operation of this Ordinance.

3. In those sections, including, but not necessarily limited to sections referring to the exterior boundaries of the State of California, where the result of the substitution would be to:

a. Provide an exemption from this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not otherwise be exempt from this tax while such sales, storage, use or other consumption remain subject to tax by the State under the provisions of Part 1 of Division 2 of the Revenue and Taxation Code, or;

b. Impose this tax with respect to certain sales, storage, use or other consumption of tangible personal property which would not be subject to tax by the state under the said provision of that code.

4. In Sections 6701, 6702 (except in the last sentence thereof), 6711, 6715, 6737, 6797 or 6828 of the Revenue and Taxation Code.

B. The word "City" shall be substituted for the word "State" in the phrase "retailer engaged in business in this State" in Section 6203 and in the definition of that phrase in Section 6203.

Section 10. PERMIT NOT REQUIRED. If a seller's permit has been issued to a retailer under Section 6067 of the Revenue and Taxation Code, an additional transactor's permit shall not be required by this ordinance.

Section 11. EXEMPTIONS AND EXCLUSIONS.

A. There shall be excluded from the measure of the transactions tax and the use tax the amount of any sales tax or use tax imposed by the State of California or by any city, city and county, or county pursuant to the Bradley-Burns Uniform Local Sales and Use Tax Law or the amount of any state-administered transactions or use tax.

B. There are exempted from the computation of the amount of transactions tax the gross receipts from:

1. Sales of tangible personal property, other than fuel or petroleum products, to operators of aircraft to be used or consumed principally outside the county in which the sale is made and directly and exclusively in the use of such aircraft as common carriers of persons or property under the authority of the laws of this State, the United States, or any foreign government.

2. Sales of property to be used outside the City which is shipped to a point outside the City, pursuant to the contract of sale, by delivery to such point by the retailer or his agent, or by delivery by the retailer to a carrier for shipment to a consignee at such point. For the purposes of this paragraph, delivery to a point outside the City shall be satisfied:

a. With respect to vehicles (other than commercial vehicles) subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, and undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code by registration to an out-of-City address and by a declaration under penalty of perjury, signed by the buyer, stating that such address is, in fact, his or her principal place of residence; and

b. With respect to commercial vehicles, by registration to a place of business out-of-City and declaration under penalty of perjury, signed by the buyer, that the vehicle will be operated from that address.

3. The sale of tangible personal property if the seller is obligated to furnish the property for a fixed price pursuant to a contract entered into prior to the operative date of this ordinance.

4. A lease of tangible personal property which is a continuing sale of such property, for any period of time for which the lessor is obligated to lease the property for an amount fixed by the lease prior to the operative date of this ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, the sale or lease of tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

C. There are exempted from the use tax imposed by this ordinance, the storage, use or other consumption in this City of tangible personal property:

1. The gross receipts from the sale of which have been subject to a transactions tax under any state-administered transactions and use tax ordinance.

2. Other than fuel or petroleum products purchased by operators of aircraft and used or consumed by such operators directly and exclusively in the use of such aircraft as common carriers of persons or property for hire or compensation under a certificate of public convenience and necessity issued pursuant to the laws of this State, the United States, or any foreign government. This exemption is in addition to the exemptions provided in Sections 6366 and 6366.1 of the Revenue and Taxation Code of the State of California.

3. If the purchaser is obligated to purchase the property for a fixed price pursuant to a contract entered into prior to the operative date of this ordinance.

4. If the possession of, or the exercise of any right or power over, the tangible personal property arises under a lease which is a continuing purchase of such property for any period of time for which the lessee is obligated to lease the property for an amount fixed by a lease prior to the operative date of this ordinance.

5. For the purposes of subparagraphs (3) and (4) of this section, storage, use, or other consumption, or possession of, or exercise of any right or power over, tangible personal property shall be deemed not to be obligated pursuant to a contract or lease for any period of time for which any party to the contract or lease has the unconditional right to terminate the contract or lease upon notice, whether or not such right is exercised.

6. Except as provided in subparagraph (7), a retailer engaged in business in the City shall not be required to collect use tax from the purchaser of tangible personal property, unless the retailer ships or delivers the property into the City or participates within the City in making the sale of the property, including, but not limited to, soliciting or receiving the order, either directly or indirectly, at a place of business of the retailer in the City or through any representative, agent, canvasser, solicitor, subsidiary, or person in the City under the authority of the retailer.

7. "A retailer engaged in business in the City" shall also include any retailer of any of the following: vehicles subject to registration pursuant to Chapter 1 (commencing with Section 4000) of Division 3 of the Vehicle Code, aircraft licensed in compliance with Section 21411 of the Public Utilities Code, or undocumented vessels registered under Division 3.5 (commencing with Section 9840) of the Vehicle Code. That retailer shall be required to collect use tax from any purchaser who registers or licenses the vehicle, vessel, or aircraft at an address in the City.

D. Any person subject to use tax under this ordinance may credit against that tax any transactions tax or reimbursement for transactions tax paid to a district imposing, or retailer liable for a transactions tax pursuant to Part 1.6 of Division 2 of the Revenue and Taxation Code with respect to the sale to the person of the property the storage, use or other consumption of which is subject to the use tax.

Section 12. AMENDMENTS. All amendments subsequent to the effective date of this ordinance to Part 1 of Division 2 of the Revenue and Taxation Code relating to sales and use taxes and which are not inconsistent with Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, and all amendments to Part 1.6 and Part 1.7 of Division 2 of the Revenue and Taxation Code, shall automatically become a part of this ordinance, provided however, that no such amendment shall operate so as to affect the rate of tax imposed by this ordinance.

Section 13. ENJOINING COLLECTION FORBIDDEN. No injunction or writ of mandate or other legal or equitable process shall issue in any suit, action or proceeding in any court against the State or the City, or against any officer of the State or the City, to prevent or enjoin the

collection under this ordinance, or Part 1.6 of Division 2 of the Revenue and Taxation Code, of any tax or any amount of tax required to be collected.

Section 14. SEVERABILITY. If any provision of this ordinance or the application thereof to any person or circumstance is held invalid, the remainder of the ordinance and the application of such provision to other persons or circumstances shall not be affected thereby.

Section 15. EFFECTIVE DATE. This ordinance relates to the levying and collecting of the City transactions and use taxes and shall take effect immediately.

Section 16. TERMINATION DATE. The tax imposed by this ordinance shall continue to be levied until this ordinance is repealed by the City of West Sacramento.

PASSED AND ADOPTED by the City Council of the City of West Sacramento, State of California, on _____, 2018, by the following vote:

AYES:
NOES:
ABSENT:
ABSTAIN:

Christopher L. Cabaldon, Mayor

ATTEST:

APPROVED AS TO FORM:

Kryss Rankin, City Clerk

Jeffrey Mitchell, City Attorney

RESOLUTION 18-44

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF WEST SACRAMENTO CALLING A SPECIAL MUNICIPAL ELECTION TO BE HELD ON NOVEMBER 6, 2018, FOR THE PURPOSES OF APPROVING AN ORDINANCE IMPOSING A ONE-QUARTER PERCENT TRANSACTIONS AND USE TAX FOR PUBLIC SAFETY AND INVESTMENTS IN INCLUSIVE ECONOMIC DEVELOPMENT AND COMMUNITY IMPROVEMENTS AND OTHER UNRESTRICTED GENERAL REVENUE PURPOSES; REQUESTING THAT THE YOLO COUNTY BOARD OF SUPERVISORS CONSOLIDATE THE ELECTION WITH THE STATEWIDE ELECTION; AUTHORIZING THE MAYOR TO PREPARE A WRITTEN ARGUMENT IN SUPPORT OF THE TAX MEASURE; AND DIRECTING THE CITY ATTORNEY TO PREPARE AN IMPARTIAL ANALYSIS OF THE MEASURE

WHEREAS, City general fund revenues are inadequate to address budgetary challenges affecting public safety and provide funding for investments in inclusive economic development and community improvements.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of the City of West Sacramento hereby resolves, declares, determines and orders as follows:

Section 1. The foregoing recitals are true and correct, and hereby incorporated by reference.

Section 2. Pursuant to California Constitution Article XIII C, section 2 and Elections Code section 9222, the City Council of the City of West Sacramento submits to the qualified voters of the City, the West Sacramento General Services and Initiatives Tax Measure (the "Tax Measure"), which if approved, would adopt a general transactions and use tax, as authorized by Revenue and Taxation Code section 7285.9. This Tax Measure shall be designated by letter by the Yolo County Elections Department. Pursuant to Election Code section 10400, et seq., the election for this Tax Measure is hereby called and shall be considered with the regular election to be conducted on November 6, 2018.

Section 3. The Tax Measure to be presented to the voters shall be as set forth below. This question requires the approval of a majority of qualified electors' casting votes:

MEASURE "___": To fund public safety and investments in inclusive economic development and community improvements, shall the City of West Sacramento enact a 1/4 percent transactions and use tax (sales tax) providing approximately \$3.4 million annually on an ongoing basis for unrestricted general revenue purposes?	Yes
	No

Section 4. The ordinance authorizing the general tax to be approved by the voters pursuant to Sections 2 and 3 of this resolution is set forth in full in **Exhibit A**, attached hereto.

Section 5. The City Clerk is authorized, instructed and directed to work with the Yolo County Registrar of Voters, as needed, in order to properly and lawfully conduct the election. The ballots to be used in the election shall be in the form and content as required by law. The Yolo County Registrar of Voters is authorized to canvass the return of the municipal election. In all Particulars not recited in this resolution, the

election shall be held and conducted as provided by law for holding municipal elections.

Section 6.

The Board of Supervisors is requested to instruct its Registrar of Voters to provide such services as may be necessary for the holding of the consolidated election. The election shall be held in all respects as if there were only one election. The City of West Sacramento recognizes that the county will incur additional costs because of this consolidation and agrees to reimburse the county for those costs. The City Manager is hereby authorized and directed to expend the necessary funds to pay for the City's cost of placing the Tax Measure on the election ballot. Such services provided by the county may include, but are not limited to, the following:

- Publication of notices calling the election
- Publications of notices calling for ballot arguments
- Provision of voter lists
- Obtaining and staffing polling places
- Provision and delivery of precinct supplies
- Counting of ballots and certification of election
- Other election activities authorized by law
- All aspects of election not specified above may be agreed upon by the County Clerks and the City Manager

Section 7.

- a. Pursuant to California Elections Code section 9282, on behalf of the City Council, the Mayor is hereby authorized to prepare a written argument in favor of the proposed Tax Measure, not to exceed three hundred (300) words each. At the Mayor's discretion, the arguments may also be signed by members of the City Council or a bona fide association of citizens, or by individual voters who are eligible to vote on the Tax Measure. In the event that an argument is filed against the Tax Measure, the Mayor is also authorized to prepare rebuttal argument(s) on behalf of the City Council, which may also be signed by members of the City Council or bona fide association of citizens, or by individual voters who are eligible to vote on the Measure.
- b. Pursuant to California Elections Code section 9280, the City Council hereby directs the City Clerk to transmit a certified copy of the Tax Measure to the City Attorney. The City Attorney shall prepare an impartial analysis of the Tax Measure not to exceed five hundred (500) words in length, showing the effect of the Tax Measure on the existing law and the operation of the Tax Measure, and transmit the impartial analyses to the Yolo County Registrar of Voters.
- c. Pursuant to California Election Code section 9285, when the City Clerk has selected the arguments for and against the Tax Measure, which will be printed and distributed to the voters, the City Clerk is directed to send copies of the arguments in favor of the Tax Measure to the authors of the arguments against, and copies of the arguments against to the authors of the arguments in favor.

Section 8. The City Clerk is directed to file certified copies of this resolution with the Board of Supervisors and the Registrar of Voters of the County of Yolo, together with the attached ballot measure.

Section 9. The jurisdictional boundaries of the City of West Sacramento have not changed since the last General Municipal Election.

Section 10. This resolution shall become effective immediately upon its passage and adoption.

PASSED AND ADOPTED this 27th day of June, 2018, by the following vote:

AYES:

NOES:

ABSENT:

Christopher L. Cabaldon, Mayor

ATTEST:

Kryss Rankin, City Clerk

EXHIBIT A

Ordinance Authorizing General Transaction and Use Tax