



AGENDA

REGULAR MEETINGS OF THE ROCKLIN CITY COUNCIL, ROCKLIN PUBLIC FINANCING AUTHORITY AND SUCCESSOR AGENCY

September 27, 2016

TIME: 5:00 PM

PLACE: Council Chambers, 3970 Rocklin Road

www.rocklin.ca.us

MANNER OF ADDRESSING THE COUNCIL

Citizens may address the City Council on any item on the agenda at the time the item is considered. Citizens wishing to speak may request recognition from the Mayor by raising their hand and stepping to the podium when requested to do so. Speakers will usually be allowed five (5) minutes; however, the Mayor may set shorter time limits. Speakers are asked to identify themselves by stating their name and the city they reside in for the official record.

STANDARDS OF DECORUM

Any person who disrupts the meeting of the Council, may be barred by the presiding officer from further audience before the Council during that meeting, unless permission to continue be granted by majority vote of the Council.

All remarks shall be addressed to the Council as a body and not to any member thereof, or to staff, or to the public. No person, other than a member of the Council, the City Manager or the City Attorney and the person having the floor, shall be permitted to enter into any discussion without the permission of the presiding officer.

For items not on the agenda, and for non-hearing items on the agenda the person addressing the Council shall be limited to five minutes, unless the time is adjusted by the presiding officer.

Whenever any group of persons wishes to address the Council on the same subject matter, it shall be proper for the presiding officer to request that a spokesman be chosen by the group to address the Council and, in case additional matters are to be presented at the time by any member of the group, to limit the number of persons so addressing the Council, so as to avoid unnecessary repetition.

As a courtesy to all, please turn off cell phones and other electronic devices during the meeting.

WRITINGS RECEIVED AFTER AGENDA POSTING

Any writing related to an agenda item for the open session of this meeting distributed to the City Council, Public Financing Authority or Successor Agency less than 72 hours before this meeting is available for inspection at City Hall, 3970 Rocklin Road, Rocklin, during normal business hours. These writings will also be available for review at the council meeting in the public access binder located on the table at the back of the Council Chambers. If you have questions related to this agenda, please call 916-625-5588.

AMERICANS WITH DISABILITIES ACT

In compliance with the Americans with Disabilities Act, the City of Rocklin encourages those with disabilities to participate fully in the public hearing process. If you have a special need in order to allow you to attend or participate in our public meeting and public hearing processes, including receiving notices, agendas, and other writings in appropriate alternative formats, please contact our office at (916) 625-5588 well in advance of the public meeting or public hearing you wish to attend so that we may make every reasonable effort to accommodate you.

ELECTRONIC PRESENTATIONS

All persons with electronic presentations for public meetings will be required to bring their own laptop or other form of standalone device that is HDMI or VGA compatible. It is further recommended that presenters arrive early to test their presentations. The City is not responsible for the compatibility or operation of non-city devices or the functionality of non-city presentations.

POSTING OF AGENDA

In accordance with Government Code Section 54954.2(a) this agenda was posted on the City's bulletin board at City Hall, 3970 Rocklin Road, Rocklin, and City of Rocklin website at www.rocklin.ca.us.

AGENDA

**NOTE: OATH OF OFFICE AND CLOSED SESSIONS BEGIN AT 5:00 P.M.
THE REGULAR MEETING WILL BEGIN AT 6:00 P.M.**

OATH OF OFFICE

1. Swear In Ken Broadway as City Councilmember

CLOSED SESSION (Read Closed Session Items - Ask for Public Comment)

2. Conference with Legal Counsel – Existing Litigation
Under Government Code Section 54956.9(d)(1)
Contos v. City of Rocklin, Placer County Superior Court Case No. SCV0037018
3. Conference with Legal Counsel - Existing Litigation
Under Government Code Section 54956.9(d)(1)
Mahlberg vs. City of Rocklin, Placer County Superior Court Case No. SCV0034756
4. Conference with Legal Counsel - Existing Litigation
Under Government Code Section 54956.9(d)(1)
Diehl vs. City of Rocklin, Placer County Superior Court Case No. SCV0035916

Report from Closed Sessions:

INTRODUCTION

5. Meeting called to order at
6. Pledge of Allegiance
7. Roll Call:
 - A. Councilmembers:
 - B. City Personnel:
 - C. Commissioners:

COUNCIL REPORTS

AGENDA REVIEW

8. Agenda Modifications

CONSENT CALENDAR

The following routine matters can be acted upon by one motion. Individual items may be removed by the Council for separate discussion. The title is deemed to be read and further reading waived of any ordinance listed on the Consent Calendar for introduction or adoption.

9. [City Council, Public Financing Authority & Successor Agency Meeting Minutes of September 13, 2016](#)
10. [Special Meeting Minutes of September 14, 2016](#)
11. [Resolution of the City Council of the City of Rocklin Accepting the Public Work Known as Front Street Frontage Improvements, Approving the Notice of Completion Thereof, and Authorizing and Directing the Execution and Recordation of Said Notice on Behalf of the City \(NFB Engineering, Inc.\)](#)

Staff Presentation by Justin Nartker

12. [Resolution of the City Council of the City of Rocklin Accepting the Public Work Known as Granite Drive Storm Drain Improvement Project, Approving the Notice of Completion Thereof, and Authorizing and Directing the Execution and Recordation of Said Notice on Behalf of the City \(McGuire & Hester, Inc.\)](#)

Staff Presentation by Justin Nartker

13. Johnson Springview Community Park Cell Tower Modification

- A. Resolution of the City Council of the City of Rocklin Approving a Notice of Exemption (Verizon Wireless Johnson Springview Community Park Cell Tower Modification (2016))
- B. Resolution of the City Council of the City of Rocklin Approving Verizon Wireless Cell Tower Modifications at Johnson Springview Community Park (Verizon Wireless)

Staff Presentation by David Mohlenbrok

14. Spring Valley Phase 1 Village 1

- A. Resolution of the City Council of the City of Rocklin Accepting the Public Work Known as Spring Valley Phase 1 Village 1 (SD 2013-07), Approving the Notice of Completion Thereof, and Authorizing and Directing the Execution and Recordation of Said Notice on Behalf of the City (Spring Valley-Rocklin, L.P.)
- B. Resolution of the City Council of the City of Rocklin Accepting the Public Work Known as Spring Valley Phase 1 Village 1 Landscaping (SD 2013-07), Approving the Notice of Completion Thereof, and Authorizing and Directing the Execution and Recordation of Said Notice on Behalf of the City (Spring Valley-Rocklin, L.P.)

Staff Presentation by Dave Palmer

15. Resolution of the City Council of the City of Rocklin of Intent to Initiate an Amendment of the ZL Rocklin General Development Plan to Remove the Requirement to Construct Non-Residential Development, Increase the Maximum Allowed Residential Density within the Plan Area and Modify Development Standards as Necessary (PDG2016-0005)

Staff Presentation by Bret Finning

16. Whitney Ranch Phase II-C Unit 41 ABC

- A. Resolution of the City Council of the City of Rocklin Accepting the Public Work Known as Whitney Ranch Phase II-C Unit 41 ABC (SD 2006-07), Approving the Notice of Completion Thereof, and Authorizing and Directing the Execution and Recordation of Said Notice on Behalf of the City (Sunset Ranchos Investors, LLC.)
- B. Resolution of the City Council of the City of Rocklin Accepting the Public Work Known as Whitney Ranch Phase II-C Unit 41 ABC Landscaping (SD 2006-07), Approving the Notice of Completion Thereof, and Authorizing and Directing the Execution and Recordation of Said Notice on Behalf of the City (Sunset Ranchos Investors, LLC.)

Staff Presentation by Dave Palmer

17. [Resolution of the City Council of the City of Rocklin Amending the City of Rocklin Management, Confidential, Public Services Employees, Permanent Part-Time Employees, and Temporary Part-Time Employees Salary Schedules for Fiscal Year 2016-2017](#)

Staff Presentation by Michael Green

CITIZENS ADDRESSING THE CITY COUNCIL

Members of the public may address the City Council at this time on any item of business of interest to the public that is not on the agenda. Speakers are limited to five minutes unless the time is extended by the presiding officer. Council members may briefly respond to statements made or questions asked by a speaker, but may not make any decisions or take action on any item not on the agenda.

18. NAME AND CITY

BID ACTION

19. [Whitney Community Park Amenities Upgrade](#)
 - A. [Resolution of the City Council of the City of Rocklin Approving a Notice of Exemption \(Whitney Community Park Amenities Upgrade Project\)](#)
 - B. [Resolution of the City Council of the City of Rocklin Authorizing the City Manager to Award the Bid for the Whitney Community Park Amenities Upgrade](#)

Staff Presentation by David Mohlenbrok

REPORTS FROM CITY OFFICIALS/DISCUSSION AND POTENTIAL ACTION ITEMS

20. [Guest Quarters – Report for Information Only.](#)

Staff Presentation by Laura Webster
21. [Police Department Strategic Plan for FY 16/17 - Report for Information only.](#)

Staff Presentation by Ron Lawrence
22. [Re-naming Two Oaks Park to Wickman Neighborhood Park.](#)

Staff Presentation by David Mohlenbrok
23. [Planning Commission Vacancy](#)

Staff Recommendation: Provide Direction on Whether to Appoint a Planning Commissioner from Current Lists of Qualified Planning Commission and City Council Applicants or Follow the Traditional Recruitment Process

Staff Presentation by Barbara Ivanusich

24. Announcements/Brief Reports

25. City Manager Report

26. City Attorney Communications (Verbal)

FUTURE AGENDA ITEMS

FUTURE STRATEGIC PLANNING ITEMS

PUBLIC FINANCING AUTHORITY

27. No Action Required

CITY COUNCIL ACTING AS SUCCESSOR AGENCY

28. [Resolution of the Successor Agency to the Redevelopment Agency of the City of Rocklin Approving Property Disposition Procedures for the Former Redevelopment Agency Real Property Assets](#)

Staff Presentation by Rick Horst

ADJOURNMENT

29. Meeting Adjourned at



MINUTES
REGULAR MEETINGS OF THE
ROCKLIN CITY COUNCIL,
ROCKLIN PUBLIC FINANCING AUTHORITY
AND SUCCESSOR AGENCY



September 13, 2016

TIME: 6:00 PM

PLACE: Council Chambers, 3970 Rocklin Road

www.rocklin.ca.us

INTRODUCTION

1. The Regular Meeting of the Rocklin City Council, Rocklin Public Financing Authority and Successor Agency convened at 6:00 p.m. Vice Mayor Butler presiding.

Vice Mayor Butler called for a moment of silence in remembrance of 911.

2. Chief Ron Lawrence led the Pledge of Allegiance.

3. Roll Call:

A. Councilmembers: George Magnuson, Scott Yuill, Vice Mayor Dave Butler

Mayor Janda excused

B. City Personnel:

- Kim Sarkovich, Administration
- DeeAnne Gillick, Interim City Attorney
- Matt McClure, Public Services
- Marc Mondell, Community Development
- Jordan Pinkham, Public Services
- Corinne Heisler, Public Services
- Jason Johnson, Administration
- Mary Rister, Administration
- Dave Palmer, Community Development
- Bret Finning, Community Development
- Troy Holt, City Manager's Office
- Ron Lawrence, Police
- Kurt Snyder, Fire
- Justin Nartker, Public Services
- Michael Green, Administration
- Karen Garner, Parks, Recreation & Arts
- Laura Webster, Community Development
- Barbara Ivanusich, City Clerk

C. Commissioners: Ken Broadway

COUNCIL REPORTS

4. Reports from Boards, Committees, and Commissions (Verbal)
 - A. Councilmember Yuill provided an update on the City Attorney recruitment.
 - B. Vice Mayor Butler reported on the Placer County Economic Board meeting.

AGENDA REVIEW

5. Agenda Modifications

Item Nos. 12 and 29 were continued off calendar. Item Nos. 8 and 18 on the Consent Calendar were pulled for discussion

CONSENT CALENDAR

The following routine matters can be acted upon by one motion. Individual items may be removed by the Council for separate discussion. The title is deemed to be read and further reading waived of any ordinance listed on the Consent Calendar for introduction or adoption.

6. City Council, Public Financing Authority & Successor Agency Meeting Minutes of August 9, 2016
7. Special City Council Meeting Minutes of August 19, 2016
8. Pulled for discussion
9. Second Reading & Publication: Ordinance No. 1055 of the City Council of the City of Rocklin Consolidating Previously Approved Amendments to Exhibit C of the North West Rocklin General Development, Modifying Certain Development Standards within the PD-2.1-3.3 Zone District, Adding a New PD-22+ Zoning Category and Completing Other Technical Edits (North West Rocklin General Development Plan Text Amendment – PDG-99-02 et al /PDG-2016-0002)
10. Second Reading & Publication: Ordinance No. 1056 of the City Council of the City of Rocklin Amending Chapter 5.20 of Title 5 of the Rocklin Municipal Code Related to Massage Services
11. Second Reading & Publication: Ordinance No. 1057 of the City Council of the City of Rocklin Amending Section 3.04.020 of the Rocklin Municipal Code Relating to Personal Services Contracts
12. Resolution of the City Council of the City of Rocklin Amending the City of Rocklin Confidential Salary Schedule for Fiscal Year 2016-2017

Continued Off Calendar

13. Parklands South

- A. Resolution No. 2016-205 of the City Council of the City of Rocklin Accepting the Public Work Known as Parklands South (SD 2013-03), Approving the Notice of Completion Thereof, and Authorizing and Directing the Execution and Recordation of Said Notice on Behalf of the City (Taylor Morrison of California, LLC.)
- B. Resolution No. 2016-206 of the City Council of the City of Rocklin Accepting the Public Work Known as Parklands South Landscaping (SD 2013-03), Approving the Notice of Completion Thereof, and Authorizing and Directing the Execution and Recordation of Said Notice on Behalf of the City (Taylor Morrison of California, LLC)

14. Whitney Ranch Phase II-D Units 52BC, 55AB & 56 (SD-2006-07)

- A. Resolution No. 2016-207 of the City Council of the City of Rocklin Approving the Final Map of Whitney Ranch Phase II-D Units 52BC, 55AB & 56 and Approving and Authorizing Execution of a Subdivision Improvement Agreement
- B. Resolution No. 2016-208 of the City Council of the City of Rocklin Approving and Authorizing Execution of a Subdivision Landscaping Agreement (Whitney Ranch Phase II-D Units 52BC, 55AB & 56 / SD-2006-07)
- C. Resolution No. 2016-209 of the City Council of the City of Rocklin Accepting Grant of Open Space and Conservation Easement (Hillside and Bluff Protection) (Whitney Ranch Phase II-D Units 52BC, 55AB & 56)

15. Resolution No. 2016-210 of the City Council of the City of Rocklin Approving and Authorizing the City Manager to Execute a Professional Services Agreement with a Licensed Design Professional (Omni Means Engineering Solutions/ Intersection and Roadway at New Fire 1 and Pacific Street)

16. Resolution No. 2016-211 of the City Council of the City of Rocklin Approving and Authorizing the City Manager to Execute a Consultant Services Agreement for the Rocklin Road at Pacific Street Roundabout and Rescinding Resolution No. 2016-195 (Kimley-Horn and Associates, Inc.)

17. Resolution No. 2016-212 of the City Council of the City of Rocklin Approving and Authorizing the City Manager to Execute Amendment No. 3 to the Professional Services Agreement for SR 65/Whitney Ranch Parkway Interchange Phase 1 and Whitney Ranch Parkway (PSOMAS, Inc.)

18. Pulled for discussion

19. Resolution No. 2016-214 of the City Council of the City of Rocklin Amending Resolution No. 2016-150 Making Appointments to the Various Boards and Commission to Appoint a Member of the Board of Appeals

Motion to approve Item Nos. 6-7, 9-11, 13-17 and 19 on the Consent Calendar by Councilmember Yuill, seconded by Councilmember Magnuson. Passed by the following vote:

Ayes: Yuill, Magnuson, Butler
 Noes: None
 Absent: Janda
 Abstain: None

8. Quarterly Police Report

Chief Lawrence explained there has been a reduction in property crimes because people committing misdemeanors are arrested and processed at the police station. It sends a message to criminals that a misdemeanor is a serious offense in Rocklin.

Motion to approve Item No. 8 by Councilmember Yuill, seconded by Councilmember Magnuson. Passed by the following vote:

Ayes: Yuill, Magnuson, Butler
 Noes: None
 Absent: Janda
 Abstain: None

18. Resolution No. 2016-213 of the City Council of the City of Rocklin of Intent to Initiate an Amendment of the Rocklin Municipal Code to Modify Sections of Titles 16 and 17 Regarding Requirements for Development on Nonconforming Lots and to Revise Certain Sections of Title 17 to Modify Public Hearing Noticing Requirements ZOA2016-0001

Bret Finning explained this modification would allow people the ability to develop their lots consistent with the standards applicable to their property and all of the surrounding property.

Motion to approve Item No. 18 by Councilmember Yuill, seconded by Councilmember Magnuson. Passed by the following vote:

Ayes: Yuill, Magnuson, Butler
 Noes: None
 Absent: Janda
 Abstain: None

SPECIAL PRESENTATIONS

20. Barbara Ivanusich administered the Oath of Office to Bret Hunter who was appointed to the Board of Appeals.

21. Summer Civic Program - Presentation by Jordan Pinkham and Corinne Heisler

Jordan Pinkham, Corinne Heisler and Amber Tillery from the Rocklin Unified School District said a few words about the Summer Civic Program.

Vice Mayor Butler presented Certificates of Recognition to fifteen high school students who completed the program.

CITIZENS ADDRESSING THE CITY COUNCIL

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22. NAME AND CITY - None

PUBLIC HEARINGS

Written Material Introduced Into the Record: Citizens wishing to introduce written material into the record at the public hearing on any item are requested to provide a copy of the written material to the City Clerk prior to the public hearing date so that the material may be distributed to the City Council prior to the public hearing.

Court challenges to any public hearing items may be limited to only those issues which are raised at the public hearing described in the notice or in written correspondence delivered to the City at or prior to the public hearing.

23. City Council and Public Financing Authority: Issuance and Sale of Lease Revenue Bonds

Vice Mayor Butler opened the public hearing at 6:43 p.m.

Kim Sarkovich presented the staff report to approve the issuance and sale of lease revenue bonds by the Rocklin Public Financing Authority.

Tom Johnsen, bond and disclosure counsel, explained the lower interest rate and terminology related to leased revenue bonds and certificates of participation and why it makes a difference to investors.

There being no public input, Vice Mayor Butler closed the public hearing at 6:50 p.m.

- A. Resolution No. 2016-215 of the City Council of the City of Rocklin Approving Issuance and Sale of Lease Revenue Bonds by the Rocklin Public Financing Authority, and Approving Related Documents and Actions

Motion to approve Item No. 23.A. by Councilmember Magnuson, seconded by Councilmember Yuill.
 Passed by the following vote:

Ayes:	Magnuson, Yuill, Butler
Noes:	None
Absent:	Janda
Abstain:	None

- B. Resolution No. 2016-46 PFA of the Board of Directors of the Rocklin Public Financing Authority Approving Issuance and Sale of Lease Revenue Bonds, and Approving Related Documents and Actions

Motion to approve Item No. 23.B. by Agency Member Magnuson, seconded by Agency Member Yuill.
Passed by the following vote:

Ayes: Magnuson, Yuill, Butler
 Noes: None
 Absent: Janda
 Abstain: None

24. Placer Creek Corporate Center Community Facilities District No. 1 Annexation No. 52

- A. Resolution of the City Council of the City of Rocklin of Annexation of Territory to Community Facilities District No. 1 (52nd Annexation), Authorizing the Levy of a Special Tax, and Submitting Levy of Tax to Qualified Electors (Placer Creek Corporate Center)
- B. Resolution of the City Council of the City of Rocklin Declaring Results of Special Annexation Election, Determining Validity of Prior Proceedings, and Directing Recording of Amended Notice of Special Tax Lien Pertaining to Community Facilities District No. 1 (52nd Annexation) (Placer Creek Corporate Center)

CONTINUED TO OCTOBER 25, 2016

25. Placer Creek Corporate Center Community Facilities District No. 5 Annexation No. 40

- A. Resolution of the City Council of the City of Rocklin of Annexation of Territory to Community Facilities District No. 5 (40th Annexation), Authorizing the Levy of a Special Tax, and Submitting Levy of Tax to Qualified Electors (Placer Creek Corporate Center)
- B. Resolution of the City Council of the City of Rocklin Declaring Results of Special Annexation Election, Determining Validity of Prior Proceedings, and Directing Recording of Amended Notice of Special Tax Lien Pertaining to Community Facilities District No. 5 (40th Annexation) (Placer Creek Corporate Center)

CONTINUED TO OCTOBER 25, 2016

26. Resolution of the City Council of the City of Rocklin Declaring Results of Assessment Ballot Proceeding, Finding no Majority Protest, and Authorizing Levy of Increased Assessments (Landscaping and Lighting District No. 2 ZOB 84) (Placer Creek Corporate Center)

CONTINUED TO OCTOBER 25, 2016

REPORTS FROM CITY OFFICIALS/DISCUSSION AND POTENTIAL ACTION ITEMS

27. Lawn Maintenance

Marc Mondell presented the staff report.

Council requested a formal proposal be brought back at the first meeting in October.

28. League of California Cities Annual Conference Resolutions Packet

Staff Recommendation: To disapprove, amend or refer to policy committee for further review and study.

Kim Sarkovich presented the staff report.

Council opposed the resolutions as presented.

29. No Oral Presentation Unless Council Requests and No Action Required.

Whitney/Argonaut/Midas Traffic Calming

Item 29 was continued off calendar.

30. No Oral Presentation Unless Council Requests and No Action Required.

Pedestrian Crosswalk at Farron Street

Tony Fabian requested the survey that went to Argonaut/Midas residents be provided to Whitney residents.

31. Announcements/Brief Reports

Councilmember Yuill reported on Patriot's Day.

Vice Mayor Butler reported on the Quarry Bowl.

32. City Manager Report – written report submitted.

FUTURE AGENDA ITEMS

- City Manager Evaluation to be scheduled at an October meeting
- Closed Session for September 27 to be scheduled at 5:00 p.m. due to outside counsel attendance
- Ethics training to be scheduled in next few months
- Local marijuana ordinance ballot measure scheduled next Council meeting

FUTURE STRATEGIC PLANNING ITEMS – none.

PUBLIC FINANCING AUTHORITY

33. No Action Required

CITY COUNCIL ACTING AS SUCCESSOR AGENCY

34. No Action Required

CLOSED SESSION (Read Closed Session Items - Ask for Public Comment)

35. Conference with Legal Counsel - Existing Litigation
 Under Government Code Section 54956.9(d)(1)
 Pereira v. City of Rocklin/Placer County Superior Court Case No. SCV0036594

Vice Mayor Butler asked for public input. There being none, Vice Mayor Butler called for the Closed Session at 7:42 p.m.

The Closed Session ended at 8:05 p.m. with the following report.

Action was taken in closed session as follows:

Motion to approve the Renewed Joint Defense Agreement authorizing the joint representation of the City of Rocklin and Clear Channel Outdoor Inc. by the law firm of Porter Scott Attorneys.

Passed by the following vote:

Ayes:	Magnuson, Yuill
Noes:	None
Absent:	Janda
Abstain:	Butler

Vice Mayor Butler abstained due to a conflict of interest related to campaign contributions.

ADJOURNMENT

36. Meeting Adjourned at 8:07 p.m.

Dave Butler, Vice Mayor

Barbara Ivanusich, City Clerk



MINUTES
SPECIAL MEETING OF THE
ROCKLIN CITY COUNCIL

SEPTEMBER 14, 2016



TIME: 5:30 PM
PLACE: COUNCIL CHAMBERS, 3970 ROCKLIN ROAD
www.rocklin.ca.us

INTRODUCTION

1. Mayor Janda called the meeting to order at 5:40 p.m.

Pledge of Allegiance.
2. Present: Dave Butler, George Magnuson, Scott Yuill, Mayor Greg Janda
3. Interview Applicants to Fill City Council Vacancy
 - A. List of Applicants by Random Alpha Draw:
 1. William Scribner
 2. Michelle Sutherland
 3. Jill Gayaldo
 4. Rick Campbell
 5. Richard Chappell – not present
 6. Louis Lopez
 7. David Bass
 8. Ben Bales - withdrew
 9. Dean Bender
 10. Kenneth Broadway
 11. John Ruffcorn
 12. Mike Mattos
 13. Mitchell Matcovsky
 14. Julie Millard
 15. Geoffrey McLennan
 16. John Flem
 17. Debra Jackson
 18. Thomas Trost
 19. Debra Hamilton

The applicants noted above provided a two-minute oral statement.

Mayor Janda asked for public comment. No public comment was made.

Mayor Janda called for a break at 6:38 p.m. and reconvened at 6:47 pm.

After hearing oral statements, Council selected the below applicants for questions and answers:

- William Scribner
- Jill Gayaldo
- Dean Bender
- Kenneth Broadway
- Geoffrey McLennan

Following questions and answers, Council narrowed the selection down to Jill Gayaldo and Kenneth Broadway.

4. Resolution No. 2016-216 of the City Council of the City of Rocklin Appointing a Member to Fill the Office of City Councilmember Diana Ruslin as a Result of Resignation

After Council deliberations, the following actions occurred:

Motion to appoint Kenneth Broadway by Councilmember Magnuson, seconded by Councilmember Butler. Passed by the following roll call vote:

Ayes:	Magnuson, Butler, Janda
Noes:	Yuill
Absent:	None
Abstain:	None

Motion to reconsider previous vote by Councilmember Butler, seconded by Councilmember Magnuson. Passed by the following vote:

Ayes:	Butler, Magnuson, Yuill, Janda
Noes:	None
Absent:	None
Abstain:	None

Minutes of September 14, 2016

Page 3

Motion to appoint Kenneth Broadway by Councilmember Butler, seconded by Councilmember Magnuson. Passed by the following vote:

Ayes:	Butler, Magnuson, Yuill, Janda
Noes:	None
Absent:	None
Abstain:	None

Kenneth Broadway will take the Oath of Office at the September 27, 2016 Council Meeting.

ADJOURNMENT

5. Meeting Adjourned at 8:10 p.m.

Gregory A. Janda, Mayor

Barbara Ivanusich, City Clerk



BACK TO AGENDA

City Council Report

Subject: Resolution of the City Council of the City of Rocklin accepting the Construction of the Front Street Frontage Improvement Project and authorizing the City Manager to file a Notice of Completion.

Submitted by: Rick Forstall, Director
Justin Nartker, Deputy Director - Presenter

Date: September 27, 2016

Department: Public Services

Staff Recommendation:

It is recommended that the City Council of the City of Rocklin approve a resolution accepting the Construction of the Front Street Frontage Improvement Project and authorizing the City Manager to file a Notice of Completion.

BACKGROUND: This project was part of the approved 2015-19 Capital Investment Plan. On March 25, 2014, the City Council approved Resolution No. 2014-45 which authorized the use of Prop 1B (PTMISEA) funds for Phase II of the Front Street improvements and on April 26, 2016, Council awarded the bid for construction, Resolution No. 2016-104, to NFB Engineering. The project parameters removed and replaced sections of curb, gutter, sidewalk and included ADA upgrades along Front Street between Rocklin Road and B-Street.

FINDINGS

- The Front Street Frontage Improvement Project consisted of the removal and replacement of curb, gutter, sidewalk and included ADA upgrades along Front Street between Rocklin Road and B-Street.
- The project was advertised January 28, 2016 and February 4, 2016 with the bid opening on February 18, 2016.
- Six bids were received with NFB Engineering, Inc. coming in as the lowest bid in the amount of \$91,488.10.
- The City Council awarded the bid on April 26, 2016, Resolution No. 2016-104 to NFB Engineering, Inc. The project cost breakdown is as follows:

• NFB Engineering, Inc. charges	
▪ Original Bid (Reso. No. 2016-104)	\$ 91,488.10
▪ Change Order #1 (Unsuitables)	\$ 1,959.00
▪ Change Order #2 (Shore Up Rocklin House)	\$ 4,604.00
▪ Change Order #3 (Additional Concrete)	\$ 3,287.00
▪ Change Order #4 (Balancing)	<u>\$ 2,821.20</u>
▪ Total Charges	\$ 104,159.30

-
- Multiple change orders were issued for a total of \$12,671.20 which is under the City Manager’s Change Order Authority of up to 15%.
 - Construction was completed on Monday, June 27, 2016.

Conclusion & Recommendation:

- Staff recommends that the City Council of the City of Rocklin accepts the construction of Front Street Frontage Improvement Project and authorizes the City Manager to file a Notice of Completion.

Fiscal Impact:

- The funding for this project was under the PTMISEA Fund (217) and approved in the Fiscal Year 15-16 Budget.



Ricky A. Horst, City Manager
Reviewed for Content



DeeAnne Gillick, Interim City Attorney
Reviewed for Legal Sufficiency

RESOLUTION NO. 2016-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROCKLIN ACCEPTING THE PUBLIC WORK KNOWN AS FRONT STREET FRONTAGE IMPROVEMENTS, APPROVING THE NOTICE OF COMPLETION THEREOF, AND AUTHORIZING AND DIRECTING THE EXECUTION AND RECORDATION OF SAID NOTICE ON BEHALF OF THE CITY (NFB Engineering, Inc.)

The City Council of the City of Rocklin does resolve as follows:

Section 1. The attached Notice of Completion relative to that public work known as Front Street Frontage Improvements Project is hereby approved and the public work accepted.

Section 2. The City Manager is authorized and directed to execute said Notice on behalf of the City of Rocklin.

Section 3. The City Clerk is authorized and directed to record said Notice in the Office of the Placer County Recorder when fully executed and notarized and within ten (10) days of Council approval.

PASSED AND ADOPTED this 27th day of September, 2016, by the following vote:

- AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:
ABSTAIN: Councilmembers:

Gregory A. Janda, Mayor

ATTEST:

Barbara Ivanusich, City Clerk

d:\legal\engineering\public works\notice completion (rev. 031908)

Recording Requested by and Return to:

No Fee Per Gov't Code §27383

City Clerk
City of Rocklin
3970 Rocklin Road
Rocklin, CA 95677

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN that the public work known as Front Street Frontage Improvement Project is complete. The location of said project is the Front Street between Rocklin Road and B-Street. The Contractor on said project was NFB Engineering. The surety on said project was Western Surety Company. The owner of said project is the City of Rocklin. The date of completion was June 27, 2016.

I, Rick A. Horst, being first duly sworn, depose and say: I am the City Manager of the City of Rocklin, a general law city in the State of California, owner of the property described in the above Notice. I am duly authorized to make this verification for and on behalf of the City of Rocklin. I have read the Notice of Completion, and know its contents and the facts stated therein are true.

City of Rocklin

ATTEST:

City Manager - City of Rocklin – Owner of the Public
Work of Improvement

Barbara Ivanusich, City Clerk

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: _____

Signature: _____

Rocklin, California

Exhibit A





BACK TO AGENDA

City Council Report

Subject: Resolution of the City Council of the City of Rocklin accepting the Construction of the Granite Drive Storm Drain Project and authorizing the City Manager to file a Notice of Completion.

Submitted by: Rick Forstall, Director
Justin Nartker, Deputy Director- Presenter

Date: September 27, 2016

Department: Public Services

Staff Recommendation:

It is recommended that the City Council of the City of Rocklin approve a Resolution of the City Council of the City of Rocklin accepting the Construction of the Granite Drive Storm Drain Project and authorizing the City Manager to file a Notice of Completion.

BACKGROUND

This project was part of the approved 2015-19 Capital Investment Plan which was approved by the City Council on June 24, 2015. This project replaced the existing storm drain system with 30” pipe from Granite Drive to Sierra Meadows Drive. The new drainage pipe accommodates increasing flows that have been experienced and prevent seasonal flooding.

FINDINGS, CONCLUSIONS & RECOMMENDATIONS

- The Granite Drive Storm Drain Improvement Project was advertised on January 28, 2016 and February 4, 2016 and bids were opened on February 18, 2016.
- Three (3) bids were received with McGuire & Hester coming in as the lowest bid in the amount of \$549,985.00.
- The City Council awarded the bid on March 8, 2016, Resolution No. 2016-60, to McGuire & Hester in the amount of \$549,985.60. The project cost breakdown is as follows:
 - McGuire & Hester charges:

▪ Original Bid (Reso. 2016-60)	\$549,985.00
▪ Change Order No. 1 (Upsize Manhole)	\$ 5,681.00
▪ Change Order No. 2 (T&M, Balancing)	<u>\$ 41,852.50</u>
▪ Total Charges	\$597,518.50
- Two change orders were issued for a total of \$47,533.50 which is under the City Manager’s change order authority of up to 15%.
- The construction was completed on Tuesday, July 19, 2016.
- The project was originally slated to complete during Fiscal Year 15-16, however the actual construction extended into Fiscal Year 16-17.

Conclusion & Recommendation:

- Staff recommends that the City Council of the City of Rocklin accepts the construction of Granite Drive Storm Drain Improvement Project and authorizes the City Manager to file a Notice of Completion.

Fiscal Impact:

- This project is included in Fiscal Year 15/16 budget and is funded using SB325 (Fund 210) dollars. The project construction extended into Fiscal Year 16/17 and may necessitate that a budget amendment be brought separately to Council for approval later in the fiscal year.

Ricky A. Horst, City Manager
Reviewed for Content

DeeAnne Gillick, Interim City Attorney
Reviewed for Legal Sufficiency

RESOLUTION NO. 2016-

RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF ROCKLIN ACCEPTING THE PUBLIC WORK KNOWN
AS GRANITE DRIVE STORM DRAIN IMPROVEMENT PROJECT,
APPROVING THE NOTICE OF COMPLETION THEREOF, AND AUTHORIZING AND
DIRECTING THE EXECUTION AND RECORDATION OF
SAID NOTICE ON BEHALF OF THE CITY
(McGuire & Hester, Inc.)

The City Council of the City of Rocklin does resolve as follows:

Section 1. The attached Notice of Completion relative to that public work known as Granite Drive Storm Drain Improvement Project is hereby approved and the public work accepted.

Section 2. The City Manager is authorized and directed to execute said Notice on behalf of the City of Rocklin.

Section 3. The City Clerk is authorized and directed to record said Notice in the Office of the Placer County Recorder when fully executed and notarized and within ten (10) days of Council approval.

PASSED AND ADOPTED this 27th day of September, 2016, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

Gregory A. Janda, Mayor

ATTEST:

Barbara Ivanusich, City Clerk

d:\legal\engineering\public works\notice completion (rev. 031908)

Recording Requested by and Return to:

No Fee Per Gov't Code §27383

City Clerk
City of Rocklin
3970 Rocklin Road
Rocklin, CA 95677

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN that the public work known as Granite Drive Storm Drain Improvement Project is complete. The location of said project is the Granite Drive to Sierra Meadows Drive. The Contractor on said project was McGuire & Hester, Inc. The surety on said project was Western Surety Company. The owner of said project is the City of Rocklin. The date of completion was July 19, 2016.

I, Rick A. Horst, being first duly sworn, depose and say: I am the City Manager of the City of Rocklin, a general law city in the State of California, owner of the property described in the above Notice. I am duly authorized to make this verification for and on behalf of the City of Rocklin. I have read the Notice of Completion, and know its contents and the facts stated therein are true.

City of Rocklin

ATTEST:

City Manager - City of Rocklin – Owner of the Public
Work of Improvement

Barbara Ivanusich, City Clerk

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: _____

Signature: _____

Rocklin, California

Exhibit A




[BACK TO AGENDA](#)

City Council Report

Subject:

Resolution of the City Council of the City of Rocklin Approving a Notice of Exemption, Verizon Wireless Johnson Springview Community Park Cell Tower Modification

Resolution of the City Council of the City of Rocklin Approving Verizon Wireless Cell Tower Modifications at Johnson Springview Community Park

Submitted by: Rick Forstall, Director

Date: September 27th, 2016

David Mohlenbrok, Environmental Services Manager - Presenter

Department: Public Services

Staff Recommendation:

It is recommended that the City Council of the City of Rocklin approve the attached resolutions:

1. Resolution of the City Council of the City of Rocklin Approving a Notice of Exemption, Verizon Wireless Johnson Springview Community Park Cell Tower Modification
2. Resolution of the City Council of the City of Rocklin Approving Verizon Wireless Cell Tower Modifications at Johnson Springview Community Park

BACKGROUND

On December 13, 2011, the City Council approved resolution 2011-163 authorizing the City Manager to execute a Site License Agreement allowing the installation of a cell tower at Johnson Springview Community Park. As a result Verizon Wireless installed a cell tower that also doubles as a light pole at the existing ball fields. OnAir LLC for Verizon Wireless has requested authorization to upgrade the existing associated equipment located on the existing tower, which is allowed under the terms of their agreement.

FINDINGS, CONCLUSIONS & RECOMMENDATIONS

Findings:

- The work consists of removing and replacing six antenna panels, adding six remote radio units, adding a raycap and associated wiring/cabling.
- The visual effect will be negligible and completing these upgrades will ensure conformity with FCC Regulations and Guidelines.
- This project has been reviewed by the City's Environmental Coordinator and determined that is exempt from review under the California Environmental Quality Act.

Conclusion & Recommendation:

- Staff recommends that the City Council of the City of Rocklin approve the upgrade of equipment located on the Verizon Wireless cell tower.

Alternatives:

- Do not upgrade/replace the equipment and risk FCC compliance.

Fiscal Impact:

- There is no cost to the City for the above mentioned work.



Ricky A. Horst, City Manager
Reviewed for Content



DeeAnne Gillick, Interim City Attorney
Reviewed for Legal Sufficiency



BACK TO AGENDA

RESOLUTION NO. 2016-

RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF ROCKLIN
APPROVING A NOTICE OF EXEMPTION

(Verizon Wireless Johnson Springview Community Park Cell Tower Modification (2016))

WHEREAS, the City of Rocklin’s Environmental Coordinator has reviewed the Verizon Wireless Johnson Springview Community Park Cell Tower Modification (2016) Project (“Project”) and determined that it is exempt from review under the California Environmental Quality Act pursuant to California Code of Regulations Section 15301 – Existing Facilities and Section 15303 – New Construction or Conversion of Small Structures; and

WHEREAS, a Notice of Exemption has been prepared for the Project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Rocklin as follows:

Section 1. Based on the review and determination of the Environmental Coordinator, the City Council of the City of Rocklin finds that the Project is exempt from review under the California Environmental Quality Act.

Section 2. A Notice of Exemption is approved for the Project.

Section 3. Upon approval of the Project by the City Council, the Environmental Coordinator may file the Notice of Exemption with the County Clerk of Placer County and, if the Project requires a discretionary approval from any state agency, with the State Office of Planning and Research, pursuant to the provisions of Section 21152(b) of the Public Resources Code and the State EIR Guidelines adopted pursuant thereto.

PASSED AND ADOPTED this 27th day of September, 2016, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:
ABSTAIN: Councilmembers:

Gregory A. Janda, Mayor

ATTEST:

Barbara Ivanusich, City Clerk

NOTICE OF EXEMPTION

TO: County Clerk, County of Placer
2954 Richardson Blvd.
Auburn, CA 95604-5228

FROM: City of Rocklin
Planning Department
3970 Rocklin Road
Rocklin, CA 95677

Project Title: T-Mobile at Lea Ridge Modification Project (DR2015-0002 and U2015-0002)

Project Location - Specific: The subject property is generally located in Johnson Springview Community Park, 5540 3rd Street, Rocklin, CA, APN 010-191-005.

Project Location - City: Rocklin, CA; County: Placer

Description of Nature, Purpose and Beneficiaries of Project: The project consists of antenna and equipment modifications to an existing cellular communications tower located on a sports light pole at Johnson Springview Community Park. The antenna modifications involve removing and replacing six existing antenna panels with six new antenna panels, adding six remote radio units (RRUs), adding a raycap and associated wiring/cabling.

Name of Public Agency Approving Project:
City of Rocklin City Council

Name of Person or Agency Carrying Out Project

The applicant is OnAir LLC for Verizon Wireless, Attn: Allen Fink, 1425 Live Oak Lane, Auburn, CA 95603, (916) 899-9268.

Exempt Status (Check one)

x Categorical Exemption (California Code of Regulations Sec. 15300 et seq.): Section 15301 – Existing Facilities and Section 15303 – New Construction or Conversion of Small Structures

Reasons why the project is exempt. This project consists of the modification of an existing cellular communications antenna array, as further described above. Class 1 exemptions consist of the minor alteration of existing public or private structures, involving negligible or no expansion of use beyond that existing at the time of the lead agency's determination. Class 3 exemptions consist of the construction and location of limited numbers of new, small facilities or structures, including accessory structures. The project as proposed is consistent with the exemption class descriptions noted above and is exempt pursuant to Classes 1 and 3 of the CEQA Guidelines. The project will result in emissions of radio frequency electromagnetic radiation (RF). The applicant provided an analysis of risk from such radiation in a study prepared on July 6, 2016 by Steven Baier-Anderson of Kimberly Threadgill of Waterford Consultants. The conclusion of the study was that the proposed wireless communications tower and associated equipment would comply with the FCC's current prevailing standard for limiting human exposure to RF energy. Due to the mounting method utilized, the general public would not normally be able to approach the antennas. Therefore, no significant impact on the general public is expected. The maximum calculated level is 0.3055% of the occupational maximum

public exposure limit. It should be noted that these results include several “worst-case” assumptions and therefore are expected to overstate actual power density levels. The public exposure limit is based on a standard published by the American National Standards Institute (ANSI) and the Institute of Electrical and Electronics Engineers (IEEE). The Federal Communications Commission (FCC) has adopted these exposure limits as standards and is the agency charged with their regulation and enforcement.

Contact Person: Rick Forstall, Public Services Director

Date received for Filing: _____

Signature: _____
Rick Forstall, Public Services Director

P:\PUBLIC PLANNING FILES\DavidM\EXEMPTIONS\Verizon at Johnson Springview Modification NOE and Reso 15301 and 15303 (2016).doc



BACK TO AGENDA

RESOLUTION NO. 2016-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROCKLIN
APPROVING VERIZON WIRELESS CELL TOWER MODIFICATIONS
AT JOHNSON SPRINGVIEW COMMUNITY PARK
(Verizon Wireless)

WHEREAS, The existing cell tower equipment owned by Verizon Wireless located at Johnson Springview Community Park is in need of modification. And;

WHEREAS, the Site License Agreement (Reso.2011-163) section 5-B allows the Licensee the right to construct, maintain, and operate the radio communications.

WHEREAS, this project has been reviewed and found to be exempt from review under the California Environmental Quality Act.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Rocklin as follows:

Section 1. The City Council of the City of Rocklin approves Verizon Wireless and/or its designee to move forward with the cell tower modifications as shown in Exhibit A.

PASSED AND ADOPTED this 27th day of September, 2016, by the following vote:

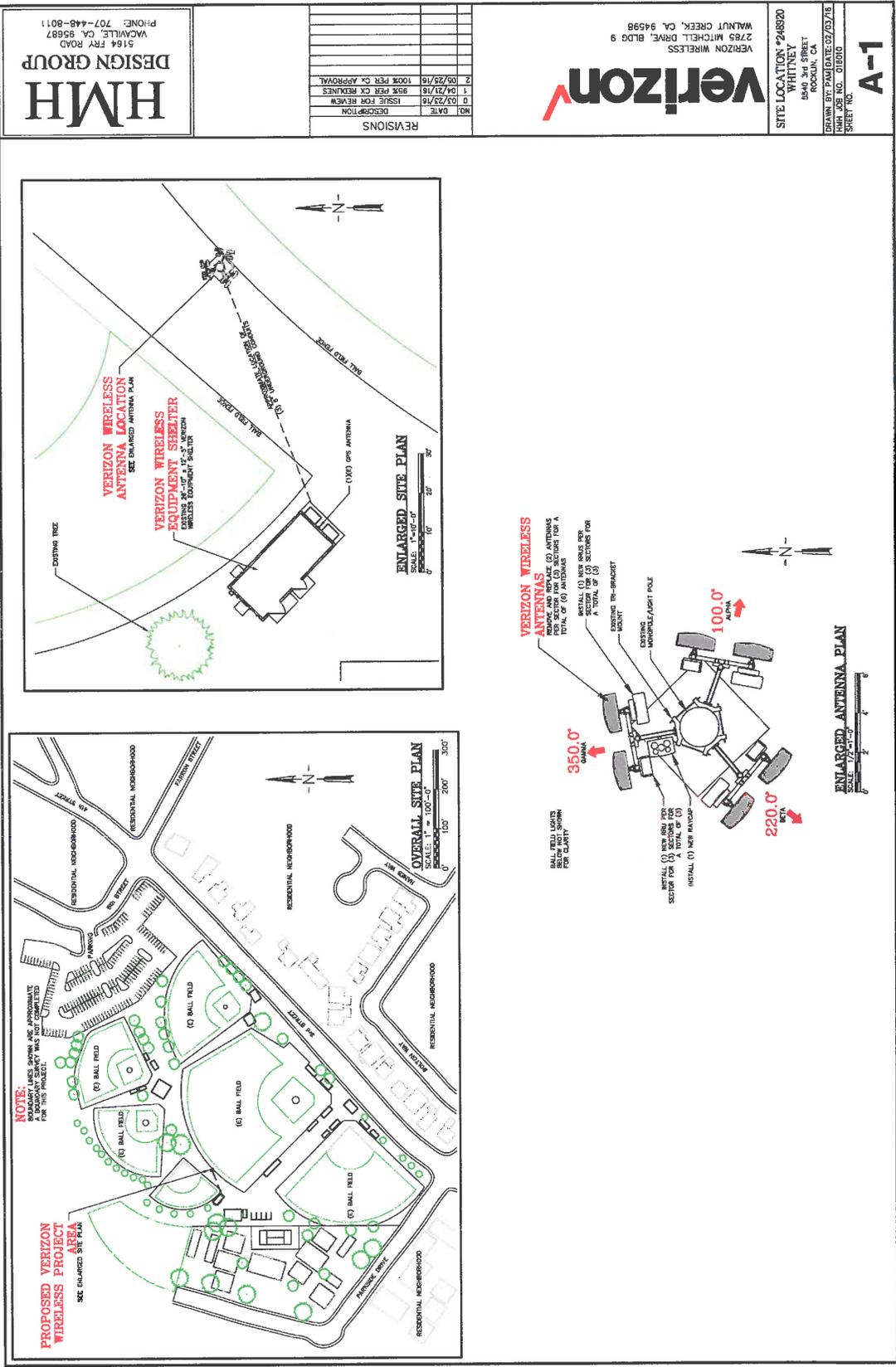
AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:
ABSTAIN: Councilmembers:

Gregory A. Janda, Mayor

ATTEST:

Barbara Ivanusich, City Clerk

EXHIBIT A

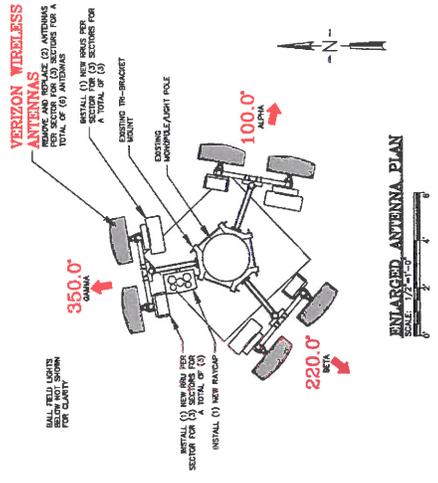
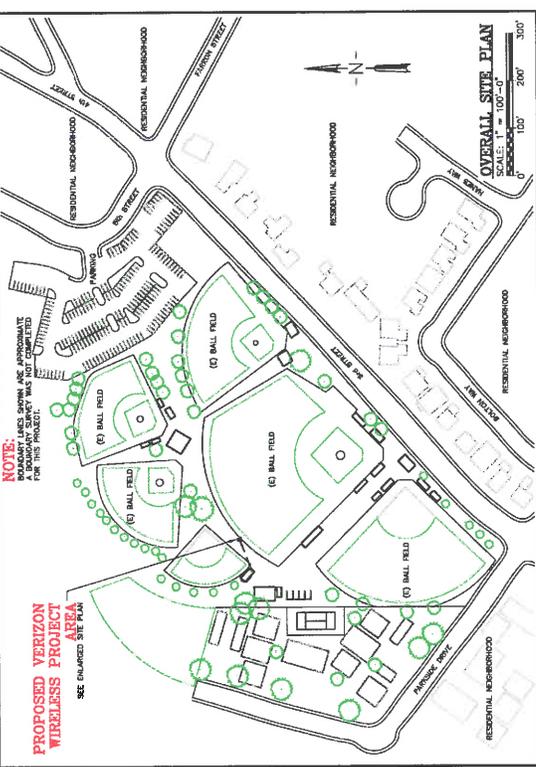
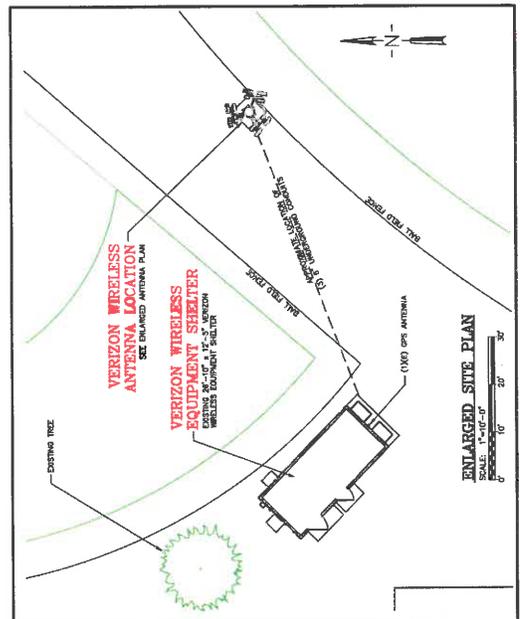


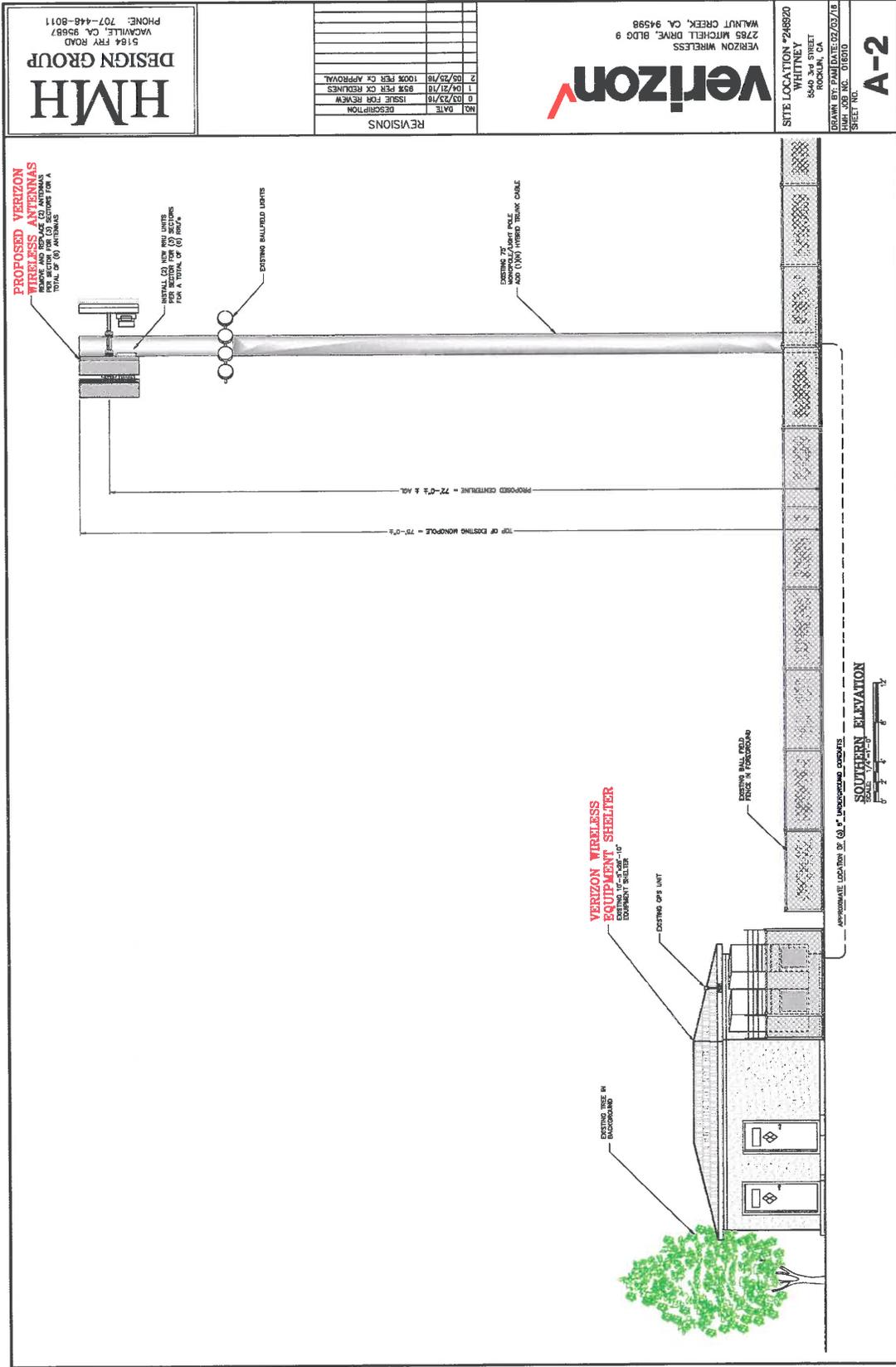
HMH
 DESIGN GROUP
 5164 FRY ROAD
 WCAVILLE, CA 95687
 PHONE: 707-448-8011

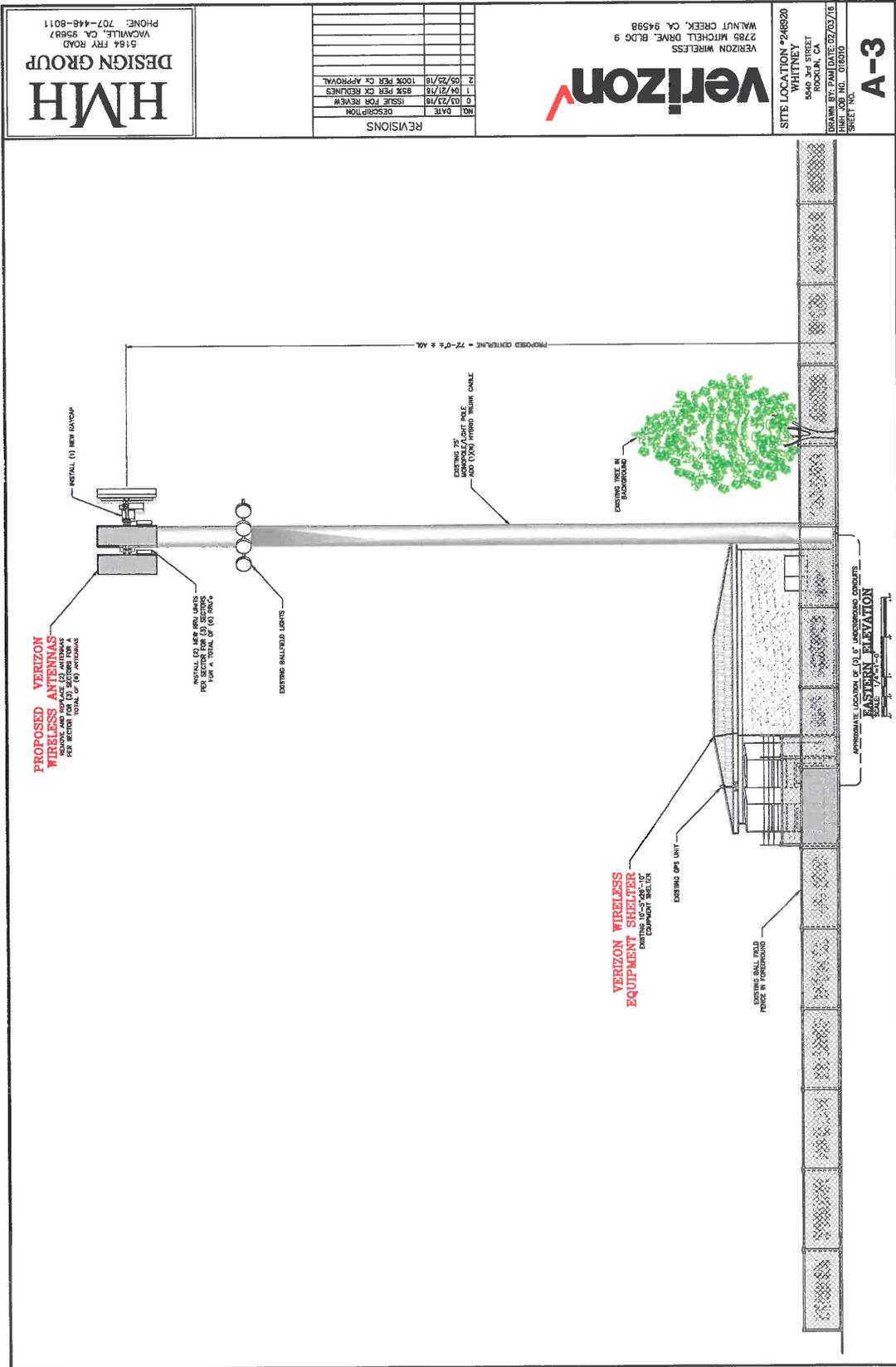
NO.	DATE	DESCRIPTION
1	02/22/18	ISSUE FOR REVIEW
2	05/23/18	100% PER C.A. APPROVAL

Verizon
 VERIZON WIRELESS
 2785 MITCHELL DRIVE, BLDG 9
 WALNUT CREEK, CA 94598

A-1
 SITE LOCATION #248920
 WHITNEY
 4540 3rd STREET
 ROCKLIN, CA
 DRAWN BY: PAM DATE: 02/02/18
 HMH JOB NO.: 018100
 SHEET NO.







HMH
DESIGN GROUP
 5184 FRY ROAD
 VACAVILLE, CA 95987
 PHONE: 707-448-8011

REVISIONS

NO.	DATE	DESCRIPTION
1	05/25/18	100% PER CA APPROVAL
2	06/25/18	85% PER CA REVISIONS
3	07/23/18	ISSUE FOR REVIEW

Verizon
 VERIZON WIRELESS
 2798 MITCHELL DRIVE, BLDG 9
 WALNUT CREEK, CA 94598

SITE LOCATION #248920
 WHITNEY
 5540 3rd STREET
 ROCKLIN, CA
 DRAWN BY: PAM/DATE: 05/05/18
 NO. 018500
A-3
 SHEET NO.



BACK TO AGENDA

City Council Report

Subject: Notice of Completion-Spring Valley Phase 1 Village 1 Subdivision (SD-2013-07)

Submitted by: Marc Mondell, Director
Dave Palmer, City Engineer-Presenter

Date: September 27, 2016

Department: Economic & Community Development

- **Staff Recommendation:** It is recommended that the City Council of the City of Rocklin approve resolutions accepting the Public Work known as Spring Valley Phase 1 Village 1 and Spring Valley Phase 1 Village 1 Landscaping, Approving Notices of Completion Thereof, and Authorizing and Directing the Execution and Recordation of Said Notices on behalf of the City (Spring Valley-Rocklin, L.P.)
-

BACKGROUND: On September 8, 2015, the City Council approved the Final Map for Spring Valley Phase 1 Village 1 (Resolution No. 2015-237) and authorized the execution of a Subdivision Improvement Agreement and Subdivision Landscape Agreement. These agreements required the developer, Spring Valley-Rocklin, L.P., to construct certain roadway and landscaping improvements. The agreements allow the filing of notices of completion once all improvement requirements have been met.

FINDINGS, CONCLUSIONS & RECOMMENDATIONS:

Findings:

- This project is located west of the intersection of Wildcat Blvd and Bridlewood Drive.
- The project consists of 130 residential parcels and 5 lettered lots.
- The developer for the project has completed all the necessary improvements, including landscaping, as set forth in the subdivision improvement agreement and subdivision landscape agreement.

Conclusions:

- In order to accept these improvements and release the developer from its obligations, notices of completion are required.

Recommendations:

- It is recommended that the City Council of the City of Rocklin approve and authorize the recordation of the notices of completion.

Fiscal Impact: The streets, Landscape Lots A, B, C and D and Open Space Lot E have been dedicated to the City and will be maintained by the City. Maintenance costs for the Landscape and Open Space lots will be funded through Lighting & Landscaping District No. 2 and Community Facilities District No. 5 respectively.



Ricky A. Horst, City Manager
Reviewed for Content



DeeAnne Gillick, Interim City Attorney
Reviewed for Legal Sufficiency



BACK TO AGENDA

RESOLUTION NO. 2016-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROCKLIN ACCEPTING THE PUBLIC WORK KNOWN AS SPRING VALLEY PHASE 1 VILLAGE 1 (SD 2013-07), APPROVING THE NOTICE OF COMPLETION THEREOF, AND AUTHORIZING AND DIRECTING THE EXECUTION AND RECORDATION OF SAID NOTICE ON BEHALF OF THE CITY (SPRING VALLEY-ROCKLIN, L.P.)

The City Council of the City of Rocklin does resolve as follows:

Section 1. The attached Notice of Completion relative to that public work known as Spring Valley Phase 1 Village 1 (SD 2013-07) is hereby approved and the public work accepted.

Section 2. The City Engineer is authorized and directed to execute said Notice on behalf of the City of Rocklin.

Section 3. The City Clerk is authorized and directed to record said Notice in the Office of the Placer County Recorder when fully executed and notarized and within ten (10) days of Council approval.

PASSED AND ADOPTED this 27th day of September, 2016, by the following vote:

- AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:
ABSTAIN: Councilmembers:

Gregory A. Janda, Mayor

ATTEST:

Barbara Ivanusich, City Clerk

d:\legal\engineering\public works\notice completion (rev. 031908)

Recording Requested by and Return to:

No Fee Per Gov't Code §27383

City Clerk
City of Rocklin
3970 Rocklin Road
Rocklin, CA 95677

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN that the public work known as Spring Valley Phase 1 Village 1 is complete. The location of said project is indicated on the attached map, marked as Exhibit A. The Developer and Owner on said project was Spring Valley-Rocklin, L.P., a Delaware Limited Partnership. The surety on said project was Philadelphia Indemnity Insurance Co. The date of completion was August 1, 2016.

I, Dave Palmer, being first duly sworn, depose and say: I am the City Engineer of the City of Rocklin, a general law city in the State of California, owner of the property described in the above Notice. I am duly authorized to make this verification for and on behalf of the City of Rocklin. I have read the Notice of Completion, and know its contents and the facts stated therein are true.

City of Rocklin

ATTEST:

City Engineer - City of Rocklin – Owner of the Public
Work Improvements Within the Street Right-of-Way

Barbara Ivanusich, City Clerk

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: _____

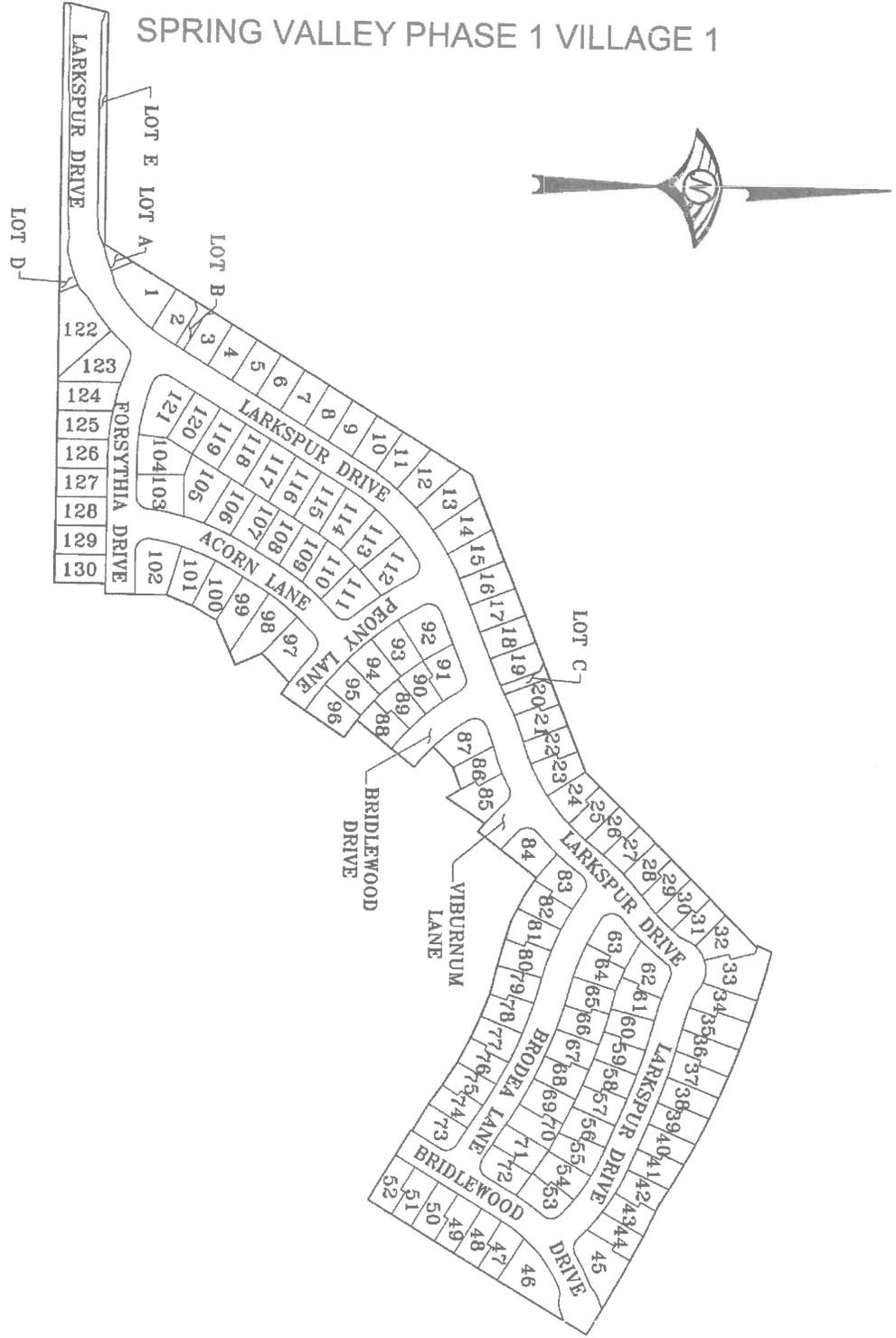
Signature: _____

Rocklin, California

EXHIBIT A

FINAL MAP

SPRING VALLEY PHASE 1 VILLAGE 1



Page 1 of Exhibit A to
Subdivision Improvement Agreement



BACK TO AGENDA

RESOLUTION NO. 2016-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROCKLIN ACCEPTING THE PUBLIC WORK KNOWN AS SPRING VALLEY PHASE 1 VILLAGE 1 LANDSCAPING (SD 2013-07), APPROVING THE NOTICE OF COMPLETION THEREOF, AND AUTHORIZING AND DIRECTING THE EXECUTION AND RECORDATION OF SAID NOTICE ON BEHALF OF THE CITY (SPRING VALLEY-ROCKLIN, L.P.)

The City Council of the City of Rocklin does resolve as follows:

Section 1. The attached Notice of Completion relative to that public work known as Spring Valley Phase 1 Village 1 Landscaping (SD 2013-07) is hereby approved and the public work accepted.

Section 2. The City Engineer is authorized and directed to execute said Notice on behalf of the City of Rocklin.

Section 3. The City Clerk is authorized and directed to record said Notice in the Office of the Placer County Recorder when fully executed and notarized and within ten (10) days of Council approval.

PASSED AND ADOPTED this 27th day of September, 2016, by the following vote:

- AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:
ABSTAIN: Councilmembers:

Gregory A. Janda, Mayor

ATTEST:

Barbara Ivanusich, City Clerk

d:\legal\engineering\public works\notice completion (rev. 031908)

Recording Requested by and Return to:

No Fee Per Gov't Code §27383

City Clerk
City of Rocklin
3970 Rocklin Road
Rocklin, CA 95677

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN that the public work known as Spring Valley Phase 1 Village 1 Landscaping is complete. The location of said project is indicated on the attached map, marked as Exhibit A. The Developer and Owner on said project was Spring Valley-Rocklin, L.P., a Delaware Limited Partnership. The surety on said project was Philadelphia Indemnity Insurance Co. The date of completion was July 1, 2016.

I, Dave Palmer, being first duly sworn, depose and say: I am the City Engineer of the City of Rocklin, a general law city in the State of California, owner of the property described in the above Notice. I am duly authorized to make this verification for and on behalf of the City of Rocklin. I have read the Notice of Completion, and know its contents and the facts stated therein are true.

City of Rocklin

ATTEST:

City Engineer - City of Rocklin – Owner of the Public
Work Improvements Within the Street Right-of-Way

Barbara Ivanusich, City Clerk

I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: _____

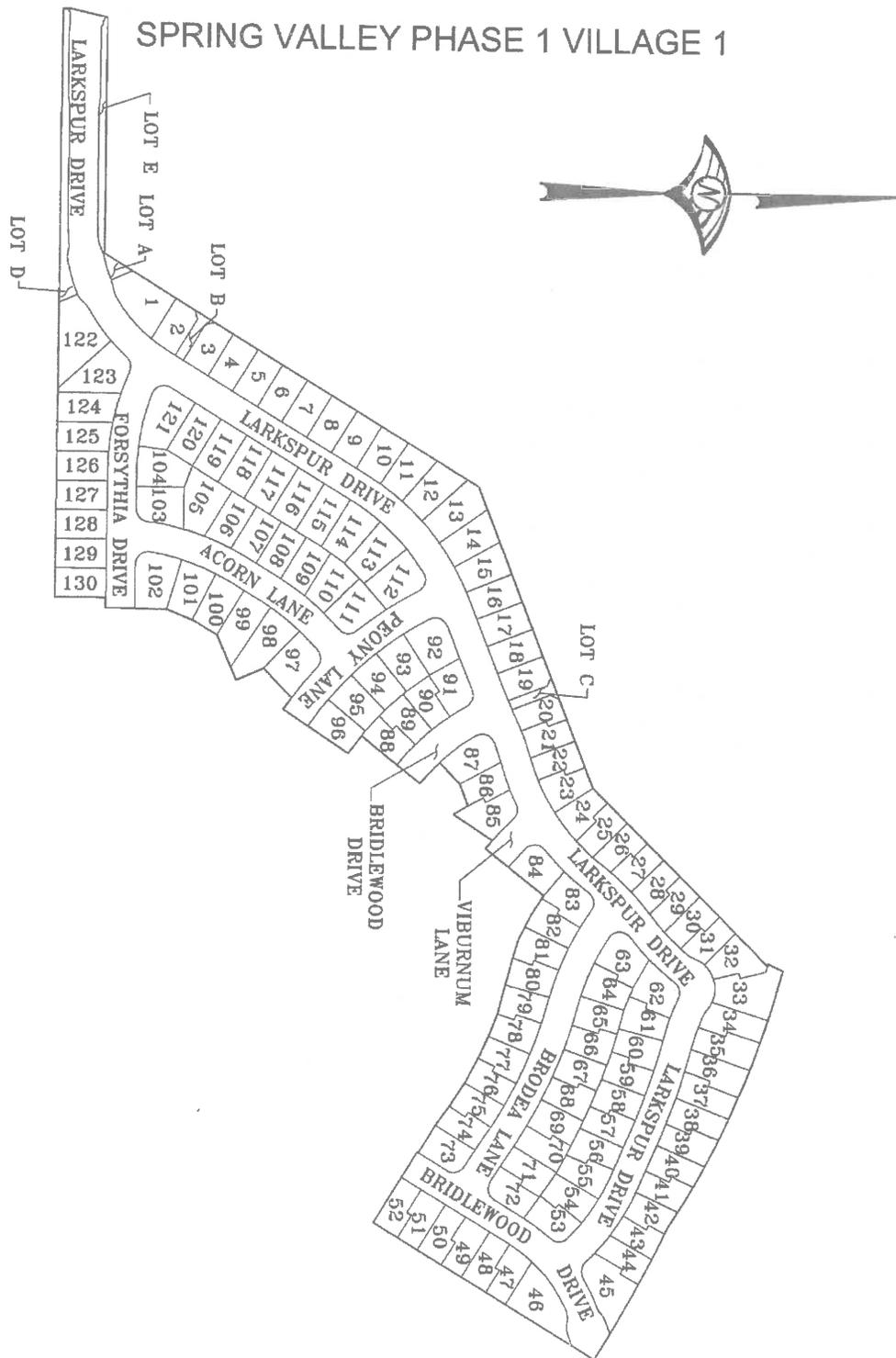
Signature: _____

Rocklin, California

EXHIBIT A

FINAL MAP

SPRING VALLEY PHASE 1 VILLAGE 1





City Council Report



BACK TO AGENDA

Subject: Notice of Intent to amend the General Development Plan for the ZL Rocklin Project to:

- 1) Remove requirement for non-residential development within the Plan area;
- 2) Increase the maximum residential density allowed within the Plan area; and
- 3) Modify development standards as necessary to accommodate a revised development proposal.

Project No: PDG2016-0005

Date: September 27, 2016

Submitted by: Marc Mondell, Economic and Community Development Director
 Bret Finning, Planning Services Manager
 Nathan Anderson, Associate Planner

Department: Economic and Community Development Department **Reso. No.** 2016-

Staff Recommendation:

- Approve a Resolution of Intent to initiate an amendment of the ZL Rocklin General Development Plan to remove the requirement to construct non-residential development, increase the maximum allowed residential density within the Plan area and modify development standards as necessary.

BACKGROUND:

The ZL Rocklin General Development Plan (PDG) was passed and adopted at a regular meeting of the City Council on June 24, 2008 (Ordinance No. 930). The PDG was part of a multi-entitlement project to allow for construction of mixed use commercial and residential development on a 6.23-acre site located at the northwest corner of the intersection of Pacific Street and Midas Avenue. The site consists of five parcels designated by APNs 010-010-016, 017, 028, 029, and 010-040-040.

The approved PDG established development standards for the site, as well as permitted, conditionally permitted, and prohibited uses to provide a combination of residential and non-residential land uses. The approved site design included ground floor commercial uses oriented toward the street and residential uses located above street level and elsewhere on the site, at a maximum residential density of 24 dwelling units per acre. The project approved a layout of seven buildings with a combined floor area of approximately 166,483 square feet, which included 14,847 square feet of commercial space, a community recreation building, and 140 residential units.

The PDG also established project-specific design guidelines to regulate design, material, and colors of buildings and plazas, and established parking standards unique to the plan area. Parking within the site was allowed at a ratio of 3 spaces per 1,000 square feet of floor area for commercial, office, and civic uses, 1 space per unit for studio and 1-bedroom residential units, and 1.5 spaces per unit for residential units with 2 or more bedrooms. These parking ratios were reduced from those required within the Municipal Code specifically to create walkable neighborhoods and to encourage pedestrian movement.

A Development Agreement was also approved as part of the project which extended the life of most of the project entitlements to 10 years.

PROPOSED PROJECT:

The owner of the property has recently indicated that the approved project is no longer economically feasible. Therefore, a new project (Rocklin Gateway) has recently been submitted to the City which would modify the original approvals on the site. While the new project layout is mostly consistent with the size and scale of the previously-approved ZL Rocklin Project, there are some key differences to the originally-approved PDG. The most significant of these modifications would be a complete removal of the non-residential component from the project design. The new project instead proposes exclusively multiple-family development at a density of approximately 33 dwelling units per acre. A percentage of this development has been proposed to be designated affordable to meet the City’s housing needs, consistent with the requirements of the Housing Element. The prior development was required to have at least 10% of the units (i.e., 14 units) affordable to the moderate income workforce. It is anticipated that the new proposal will meet or exceed that level of affordability. With a higher number of units to begin with (i.e., 204 units), the revised development is expected to yield at least 20 or more affordable workforce units.

In the 1988 Rocklin Downtown Revitalization Plan and Guidelines, Rocklin Road and portions of Pacific Street were referred to as the City’s Gateway Commercial Corridors. However, as noted in the City Manager’s staff report in October 8, 2013 recommending that the 1988 document be rescinded and repealed, the City Council agreed that new thought should be given to support and engender viable economic development in the downtown area.

With the emergence of highly successful commercial development on Granite Drive, at the I-80/Sierra College Interchange and the future non-residential development anticipated on the Highway 65 Corridor, expectations have changed regarding development in the downtown recognizing the need for denser residential development to support existing and potential new commercial ventures.

With the repeal of the 1988 Plan (per Resolution 2013-208), the focus in the downtown corridor has also shifted to efforts that will maintain and enhance the identity of the downtown as a central place in the City and provide facilities for activities that will bring people into the area including cultural and recreational activities. Decorative signage, lighting and streetscape improvements identifying the Quarry District and completion of the initial phases of Quarry Park including the Platinum Living Amphitheater

are all tangible examples where the City Council’s new vision and direction have already been implemented. The development of Architectural Guidelines specific to the Quarry District that are currently being processed is another example where a sense of place in Rocklin’s Historic Downtown is being created and enhanced. Although the relatively small commercial component of the original ZL Rocklin project would be replaced in the revised proposal with approximately 64 more residential units, the balance of existing commercial sites within the downtown area will remain intact.

The applicant has indicated a strong desire to get the project to market as soon as possible in order to lock in construction costs, and also to determine the full scope of geologic features (such as granite) which may be present on the site and cannot be completely known until grading commences. However, due to processing timelines and CEQA requirements, it is unlikely that the modified entitlements would be able to be presented to Council until the first quarter of 2017. Therefore, the applicant is requesting the ability to begin the permitting process “at risk” while the modified PDG and Design Review are processed. This would sanction the applicant to submit grading, utility, and foundation plans prior to approval of entitlements, thereby allowing them to proceed with their timeline without restricting staff’s ability to work with the applicant to develop a project which integrates the design with the site and surrounding development.

It should be noted that, by approving this Resolution of Intent, the City would not be granting vested rights for the proposed project. Future entitlements would be required to go through the Planning Commission and City Council public hearing processes and could be subject to further CEQA analysis. Based upon the proposed project layout and development intensity, the environmental impacts associated with the revised proposal are anticipated to be similar to the original development.

FINDINGS, CONCLUSIONS & RECOMMENDATIONS:

Findings:

- The ZL Rocklin General Development Plan was adopted by City Council on June 24, 2008 and currently allows for construction of seven buildings with a combined floor area of approximately 166,483 square feet on 6.23 acres.
- The property owner no longer considers the ZL Rocklin Project to be feasible for development. The applicant has proposed a new project on the site.
- Due to an aggressive project schedule, the property owner is seeking the ability to modify the approved PDG to remove the requirement for non-residential development and to instead allow construction of multiple-family residential at a density of approximately 33 dwelling units per acre.

Conclusions:

- The proposed project layout is substantially similar to the previous approvals for the ZL Rocklin project.

- Approval of the proposed Notice of Intent to modify the approved PDG to remove the requirement for non-residential development and to increase the allowed residential density to approximately 33 dwelling units per acre would not grant a vested right for any development.
- Any future development on the site would be subject to all applicable requirements, and would be reviewed as part of a normal public hearing process. Approval would allow the applicant to move forward with the permitting process “at risk” during the entitlement process.

Recommendations:

- Staff recommends approval of a Resolution of Intent to initiate an amendment of the ZL Rocklin General Development Plan to remove the requirement to construct non-residential development, increase the maximum allowed residential density within the Plan area and modify development standards as necessary to accommodate the proposed revised development.

Alternatives:

- The Council may choose not to initiate the amendment and retain the current regulations pertaining to the ZL Rocklin Project.

Fiscal Impact:

- No fiscal impact is anticipated to be associated with the request.

Ricky A. Horst, City Manager
Reviewed for Content

DeeAnne Gillick, Deputy City Attorney
Reviewed for Legal Sufficiency

RESOLUTION NO.

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROCKLIN
OF INTENT TO INITIATE AN AMENDMENT OF THE ZL ROCKLIN GENERAL DEVELOPMENT PLAN
TO REMOVE THE REQUIREMENT TO CONSTRUCT NON-RESIDENTIAL DEVELOPMENT,
INCREASE THE MAXIMUM ALLOWED RESIDENTIAL DENSITY WITHIN THE PLAN AREA AND
MODIFY DEVELOPMENT STANDARDS AS NECESSARY

PDG2016-0005

The City Council of the City of Rocklin does resolve as follows:

Section 1. The City Council of the City of Rocklin finds and determines as follows:

The ZL Rocklin General Development Plan was adopted by City Council on June 24, 2008 and currently allows for construction of seven buildings with a combined floor area of approximately 166,483 square feet on 6.23 acres.

The property owner no longer considers the ZL Rocklin Project to be feasible for development. The applicant has proposed a new project on the site.

Due to an aggressive project schedule, the property owner is seeking the ability to modify the approved PDG to remove the requirement for non-residential development and to instead allow construction of multiple-family residential at a density of approximately 33 dwelling units per acre.

The proposed project layout is substantially similar to the previous approvals for the ZL Rocklin project.

Approval of the proposed Notice of Intent to modify the approved PDG would not grant a vested right for any development. Any future development on the site would be subject to all applicable requirements, and would be reviewed as part of a normal public hearing process. Approval would allow the applicant to move forward with the permitting process for grading, utility installation and foundations at the owners own risk. The applicant remains subject to the applicable entitlement process and applicant understands that any completed work will need to be modified at applicant's sole expense to comply with any and all future entitlement modifications or due to the inability to obtain the requested entitlement modifications.

Section 2. The City Council hereby authorizes and directs staff to prepare and process an amendment to the ZL Rocklin General Development Plan which shall address the specific terms listed in Section 1, above.

PASSED AND ADOPTED this 27th day of September, 2016, by the following vote:

AYES:	Councilmembers:
NOES:	Councilmembers:
ABSENT:	Councilmembers:
ABSTAIN:	Councilmembers:

Gregory A. Janda, Mayor

ATTEST:

Barbara Ivanusich, City Clerk



BACK TO AGENDA

City Council Report

Subject: Notice of Completion-Whitney Ranch Phase II-C Unit 41 ABC (SD-2006-07)

Submitted by: Marc Mondell, Director
Dave Palmer, City Engineer-Presenter

Date: September 27, 2016

Department: Economic & Community Development

- **Staff Recommendation:** It is recommended that the City Council of the City of Rocklin approve resolutions accepting the Public Work known as Whitney Ranch Phase II-C Unit 41 ABC and Whitney Ranch Phase II-C Unit 41 ABC Landscaping, Approving Notices of Completion Thereof, and Authorizing and Directing the Execution and Recordation of Said Notices on behalf of the City (Sunset Ranchos Investors, LLC.)
-

BACKGROUND: On April 26, 2016, the City Council approved the Final Map for Whitney Ranch Phase II-C Unit 41 ABC (Resolution No. 2016-81) and authorized the execution of a Subdivision Improvement Agreement and Subdivision Landscape Agreement. These agreements required the developer, Sunset Ranchos Investors, LLC, to construct certain roadway and landscaping improvements. The agreements allow the filing of notices of completion once all improvement requirements have been met.

FINDINGS, CONCLUSIONS & RECOMMENDATIONS:

Findings:

- This project is located south of Whitney Ranch Parkway adjacent to Painted Pony Lane.
- The project consists of 186 residential parcels and 8 lettered lots.
- The developer for the project has completed all the necessary improvements, including landscaping, as set forth in the subdivision improvement agreement and subdivision landscape agreement.

Conclusions:

- In order to accept these improvements and release the developer from its obligations, notices of completion are required.

Recommendations:

- It is recommended that the City Council of the City of Rocklin approve and authorize the recordation of the attached notices of completion.

Fiscal Impact: The streets, Open Space Lots A and B, Landscape Lots D, E, and F and Emergency Vehicle Access Lot G have been dedicated to the City and will be maintained by the City. Maintenance costs for the Open Space and Landscape lots will be funded through Community Facilities District No. 5 and Lighting & Landscaping District No. 2 respectively.



Ricky A. Horst, City Manager
Reviewed for Content



DeeAnne Gillick, Interim City Attorney
Reviewed for Legal Sufficiency



BACK TO AGENDA

RESOLUTION NO. 2016-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROCKLIN ACCEPTING THE PUBLIC WORK KNOWN AS WHITNEY RANCH PHASE II-C UNIT 41 ABC (SD 2006-07), APPROVING THE NOTICE OF COMPLETION THEREOF, AND AUTHORIZING AND DIRECTING THE EXECUTION AND RECORDATION OF SAID NOTICE ON BEHALF OF THE CITY (SUNSET RANCHOS INVESTORS, LLC.)

The City Council of the City of Rocklin does resolve as follows:

Section 1. The attached Notice of Completion relative to that public work known as Whitney Ranch Phase II-C Unit 41 ABC (SD 2006-07) is hereby approved and the public work accepted.

Section 2. The City Engineer is authorized and directed to execute said Notice on behalf of the City of Rocklin.

Section 3. The City Clerk is authorized and directed to record said Notice in the Office of the Placer County Recorder when fully executed and notarized and within ten (10) days of Council approval.

PASSED AND ADOPTED this 27th day of September, 2016, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

Gregory A. Janda, Mayor

ATTEST:

Barbara Ivanusich, City Clerk

d:\legal\engineering\public works\notice completion (rev. 031908)

Recording Requested by and Return to:

No Fee Per Gov't Code §27383

City Clerk
City of Rocklin
3970 Rocklin Road
Rocklin, CA 95677

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN that the public work known as Whitney Ranch Phase II-C Unit 41 ABC is complete. The location of said project is indicated on the attached map, marked as Exhibit A. The Developer and Owner on said project was Sunset Ranchos Investors, LLC, a Delaware Limited Liability Company. The surety on said project was International Fidelity Insurance Co. The date of completion was July 15, 2016.

I, Dave Palmer, being first duly sworn, depose and say: I am the City Engineer of the City of Rocklin, a general law city in the State of California, owner of the property described in the above Notice. I am duly authorized to make this verification for and on behalf of the City of Rocklin. I have read the Notice of Completion, and know its contents and the facts stated therein are true.

City of Rocklin

ATTEST:

City Engineer - City of Rocklin – Owner of the Public
Work Improvements Within the Street Right-of-Way

Barbara Ivanusich, City Clerk

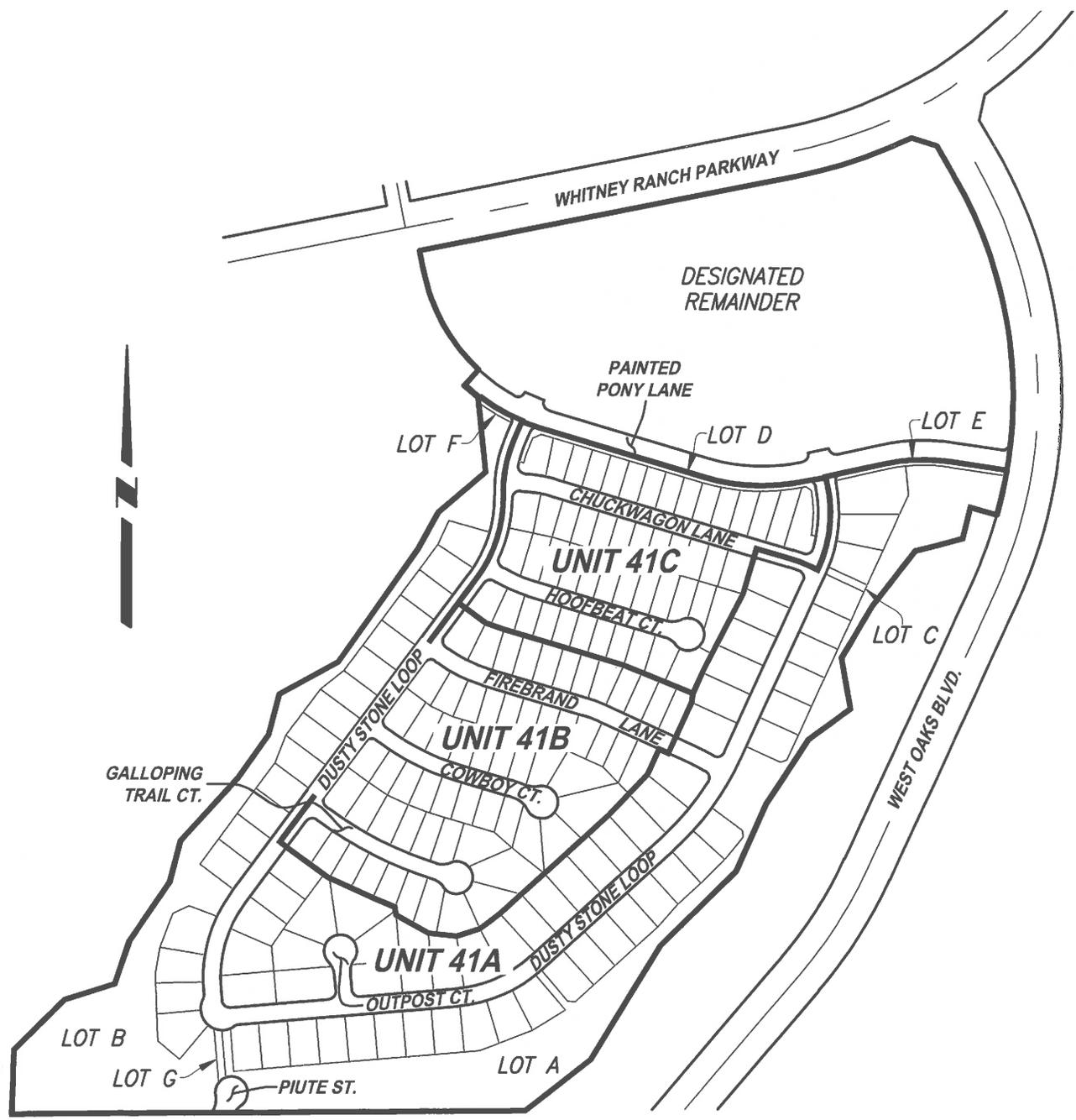
I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: _____

Signature: _____

Rocklin, California

EXHIBIT "A"
FINAL MAP
WHITNEY RANCH PHASE 2C - UNIT 41ABC



PAGE 1 OF EXHIBIT A OF
SUBDIVISION IMPROVEMENT AGREEMENT
RESOLUTION NO. 2016-



BACK TO AGENDA

RESOLUTION NO. 2016-

RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ROCKLIN ACCEPTING THE PUBLIC WORK KNOWN AS WHITNEY RANCH PHASE II-C UNIT 41 ABC LANDSCAPING (SD 2006-07), APPROVING THE NOTICE OF COMPLETION THEREOF, AND AUTHORIZING AND DIRECTING THE EXECUTION AND RECORDATION OF SAID NOTICE ON BEHALF OF THE CITY (SUNSET RANCHOS INVESTORS, LLC.)

The City Council of the City of Rocklin does resolve as follows:

Section 1. The attached Notice of Completion relative to that public work known as Whitney Ranch Phase II-C Unit 41 ABC Landscaping (SD 2013-07) is hereby approved and the public work accepted.

Section 2. The City Engineer is authorized and directed to execute said Notice on behalf of the City of Rocklin.

Section 3. The City Clerk is authorized and directed to record said Notice in the Office of the Placer County Recorder when fully executed and notarized and within ten (10) days of Council approval.

PASSED AND ADOPTED this 27th day of September, 2016, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

Gregory A. Janda, Mayor

ATTEST:

Barbara Ivanusich, City Clerk

d:\legal\engineering\public works\notice completion (rev. 031908)

Recording Requested by and Return to:

No Fee Per Gov't Code §27383

City Clerk
City of Rocklin
3970 Rocklin Road
Rocklin, CA 95677

NOTICE OF COMPLETION

NOTICE IS HEREBY GIVEN that the public work known as Whitney Ranch Phase II-C Unit 41 ABC Landscaping is complete. The location of said project is indicated on the attached map, marked as Exhibit A. The Developer and Owner on said project was Sunset Ranchos Investors, LLC, a Delaware Limited Liability Company. The surety on said project was International Fidelity Insurance Co. The date of completion was July 1, 2016.

I, Dave Palmer, being first duly sworn, depose and say: I am the City Engineer of the City of Rocklin, a general law city in the State of California, owner of the property described in the above Notice. I am duly authorized to make this verification for and on behalf of the City of Rocklin. I have read the Notice of Completion, and know its contents and the facts stated therein are true.

City of Rocklin

ATTEST:

City Engineer - City of Rocklin – Owner of the Public
Work Improvements Within the Street Right-of-Way

Barbara Ivanusich, City Clerk

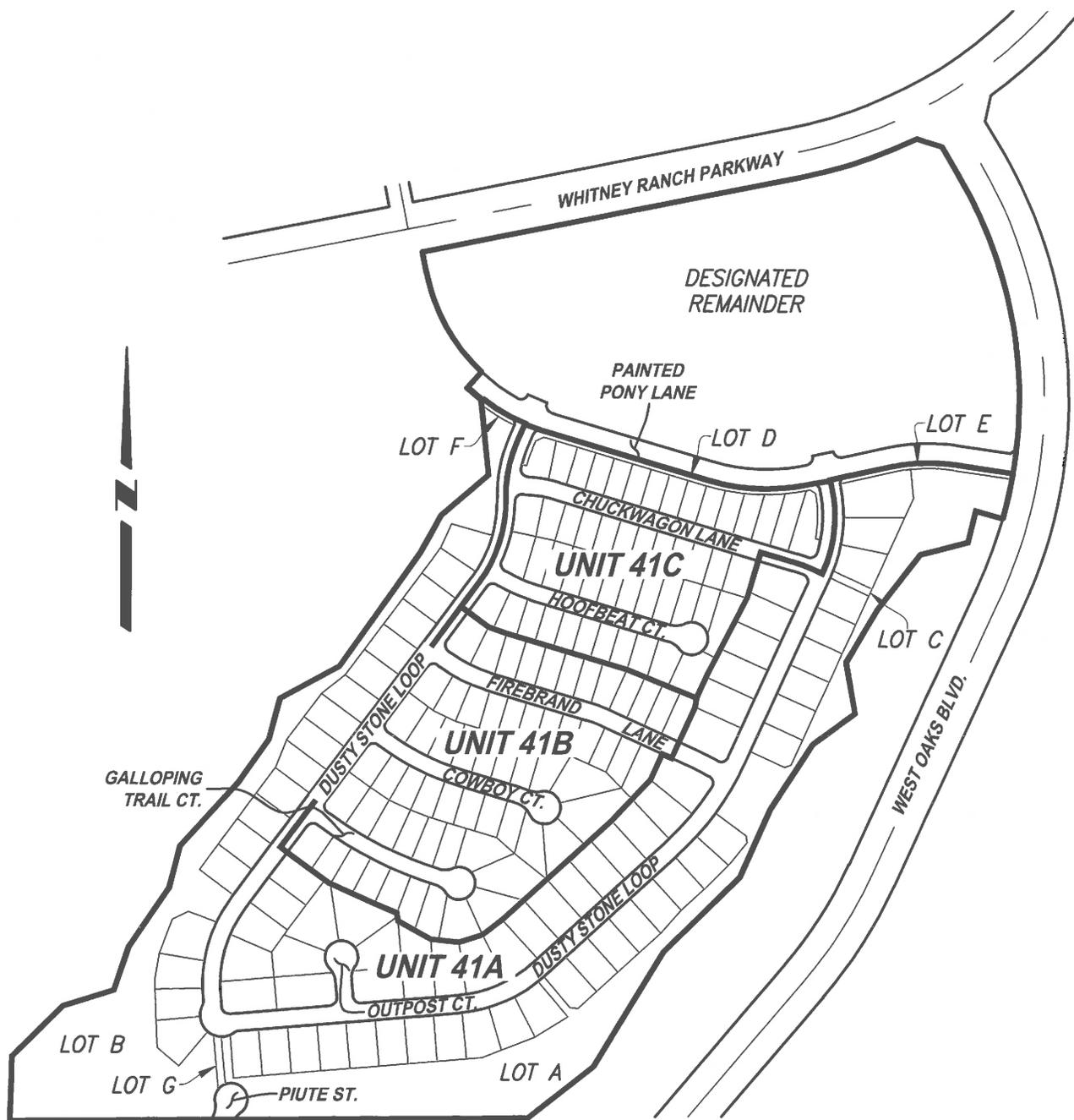
I declare under penalty of perjury under the laws of the State of California that the foregoing is true and correct.

Date: _____

Signature: _____

Rocklin, California

EXHIBIT "A"
FINAL MAP
WHITNEY RANCH PHASE 2C - UNIT 41ABC





BACK TO AGENDA

City Council Report

Subject: Resolution of the City Council of the City of Rocklin Amending the City of Rocklin Management, Confidential, Public Service Employees, Permanent Part-Time Employees, and Temporary Part-Time Employees Salary Schedules for Fiscal Year 2016-2017

Submitted by: Michael Green, Human Resources Manager,
Kim Sarkovich, Assistant City Manager/CFO

Date: September 27, 2016

Department: Administrative Services

Reso. No. 2016-

Staff Recommendation:

Approve the resolution of the City Council of the City of Rocklin amending the City of Rocklin Management, Confidential, Public Service Employees, Permanent Part-Time Employees, and Temporary Part-Time Employees Salary Schedules for Fiscal Year 2016-2017

BACKGROUND:

Annually, the City of Rocklin recommends a classification plan to the City Council which is adopted as part of the annual budget process. The classification plan consists of all job specifications which include the title, description of duties and responsibilities, and the employment standards required of applicants for employment. The classification plan is reviewed on an ongoing basis by the operating Departments and Human Resources to ensure that the class specifications are current and meet the needs of the City. The changes being recommended in this staff report are a result of this collaborative review process.

The Recreation, Arts, and Event Tourism Program Manager classification will manage, direct, plan, develop, promote and evaluate one or more of the City's major art, recreation, venue rental, and event tourism programs; assist in the development and implementation of department goals, objectives, policies and priorities; direct, manage, supervise and coordinate the personnel and activities within assigned areas; and provide highly complex assistance to the Director. The current incumbent in the Recreation Supervisor position will be promoted to a Recreation, Arts, and Event Tourism Program Manager, and the vacant Recreation Supervisor position will be deleted from the budget. This action will result in an increase of approximately \$6,694 for the remainder of this fiscal year.

The Recreation, Arts, and Event Tourism Business Development Manager classification will manage the business development programs and activities for the Recreation, Arts, and Events Tourism Department. The incumbent in the Special Events Manager position will be reclassified to the Recreation, Arts, and Event Tourism Business Development Manager, and the vacant Special Events Manager position will be deleted from the budget.

The Senior Departmental Administrative Specialist classification will plan, develop, promote, coordinate and implement activities related to one or more specific program areas; provide a wide range of specialized confidential administrative support to a Department Head, including personnel matters; and supervise and coordinate the activities of staff and volunteers. Incumbents may be assigned to any department with the expectation that each assignment will require specialized knowledge of the program area and the laws, regulations, policies, and procedures relevant to that program. The incumbent in the Departmental Administrative Specialist position within the Recreation, Arts, and Event Tourism Department will be reclassified to a Senior Departmental Administrative Specialist and the vacant Departmental Administrative Specialist position will be deleted from the budget. This action will result in an increase of approximately \$3,547 for the remainder of this fiscal year.

The Senior Building Inspector/Plans Examiner classification is being re-titled to Building Division Supervisor to be more consistent with industry standards; there is no salary change. The incumbent in the Senior Building Inspector/Plans Examiner position will be re-titled to Building Division Supervisor, and the vacant Senior Building Inspector/Plans Examiner position will be deleted from the budget and removed from the Public Service Employees Salary Schedule.

The Associate Civil Engineer classification will perform professional engineering work in the investigation, planning, design, construction, and maintenance/operation of a variety of public works facilities, systems, projects, and/or private development projects and programs; provide project management on public works projects; administer state and federal grant funds associated with construction projects; and provide highly complex staff assistance to management staff and others. Positions in this class possess the applicable educational and training background required for a professional engineer, including the appropriate certificates and licenses. The incumbent in the Assistant Civil Engineer position will be reclassified to Associate Civil Engineer, and the vacant Assistant Civil Engineer position will be deleted from the budget. This action will result in an increase of approximately \$3,450 for the remainder of this fiscal year.

The Permanent Part-Time Salary Schedule includes specific positions that are included in the City's annual personnel budget. The Parks and Recreation Specialist I classification and the Parks and Recreation Specialist II classifications are being retitled to Program Assistant I and Program Assistant II respectively, and the Senior Program Assistant will be a new part-time classification responsible for providing lead direction to Program Assistant I/II personnel.

The Temporary Part-Time Salary Schedule includes positions that are not included in the City's annual personnel budget and are paid for with a pool of money that is set aside to hire part-time workers on an as needed basis. The Parks and Recreation Specialist I classification and the Parks and Recreation Specialist II classifications are being retitled to Program Assistant I and Program Assistant II respectively.

The Code Compliance Officer I classification and the Code Compliance Officer II classification are being added to the schedule to enable the City to use these positions in a temporary part-time capacity.

RECOMMENDATION:**Recommendation:**

Staff recommends approving the Resolution of the City Council of the City of Rocklin Amending the City of Rocklin Management, Confidential, Public Service Employees, Permanent Part-Time Employees, and Temporary Part-Time Employees Salary Schedules for Fiscal Year 2016-2017

Fiscal Impact:

The cost of these actions will result in a payroll increase of approximately \$13,691 for the remainder of this fiscal year and will be absorbed by the current budget.



Ricky A. Horst, City Manager
Reviewed for Content

Attachment:

- Job Specs

SEPTEMBER 2016

CITY OF ROCKLIN

ASSOCIATE CIVIL ENGINEER

Salary Range: 41 (Public Service Employees)

DEFINITION

Under direction, performs professional engineering work in the investigation, planning, design, construction, and maintenance/operation of a variety of public works facilities, systems, projects, and/or private development projects and programs; provides project management on public works projects; administers state and federal grant funds associated with construction projects; provides highly complex staff assistance to management staff and others; performs related work as required.

DISTINGUISHING CHARACTERISTICS

This is an advanced journey level classification requiring registration as a professional engineer in California. Positions in this class possess the applicable educational and training background required for a professional engineer, including the appropriate certificates and licenses. This class is distinguished from the Assistant Civil Engineer by assignment of the full range of professional engineering duties. Employees at this level receive only occasional instruction or assistance as new or unusual situations arise.

SUPERVISION RECIVED AND EXERCISED

Incumbents report to management personnel and may provide direction and training to personnel.

EXAMPLES OF DUTIES, KNOWLEDGE, AND ABILITIES

Duties may include, but are not limited to the following:

- Performs the more complex professional and technical engineering tasks for assigned projects.
- Prepares and administers construction contracts and prepares bid documents.
- Prepares and/or coordinates the preparation of plans, specifications and cost estimates for construction projects
- Coordinates the activities of utility companies, contractors and developers within the context of assigned projects; meets with engineers and developers to review project design and impacts
- Reviews and approves construction change order requests; approves contractor pay requests
- Inspects projects to ensure safety and compliance with plans, specifications, codes and regulations, and standards; makes professional field decisions as necessary
- Designs road and drainage reconstruction projects
- Reviews structural calculations and hydrology reports for accuracy and completeness
- Maintains accurate, complete and up-to-date project records
- Administers state and federal grant funds associated with construction projects
- Prepares and/or presents City Council resolutions and staff reports
- Attends various staff and regional technical advisory meetings

- Performs various routine engineering/administrative work as required, including issuing encroachment permits, providing flood zone determinations, accepting applications for plan/map checks and processing related fees, etc.
- Receives and responds to inquiries, requests for assistance and complaints regarding engineering projects and procedures
- Provides technical and professional assistance/support to other City departments and divisions, Planning Commission, and City Council as necessary
- Performs general office work as required including preparing reports and correspondence, entering computer data, copying and filing documents, etc.

EMPLOYMENT STANDARDS

Knowledge of:

- Civil engineering principles and practices as applied to municipal public works, including planning and development, design and construction, and operations
- Methods of project management and contract administration
- Bidding requirements for public works projects
- Methods, materials and techniques used in the construction of public works and utilities projects
- Modern developments, current literature and sources of information regarding engineering
- Subdivision mapping and construction practices
- Methods and techniques of effective technical report preparation and presentation
- Applicable federal, state and local laws, codes and ordinances
- Modern office practices and technology, including personal computer hardware and software
- English usage, spelling, grammar and punctuation
- Principles and practices of safety management and training

Ability to:

- Plan, organize, review and evaluate the activities of program areas within assigned areas
- Coordinate assigned activities with other City departments and agencies as required
- Analyze complex problems, evaluate alternatives, and make sound recommendations related to assigned activities
- Read, interpret and apply technical written material and applicable laws, rules, regulations and codes
- Professionally and effectively administer construction contracts
- Design engineering projects
- Ensure project compliance with plans, specifications, laws/codes/ordinances, and applicable standards
- Read and understand technical drawings and specifications
- Calculate complex engineering computations; and check, design and prepare engineering plans and studies
- Perform mathematical and engineering computations with precision

- Recognize discrepancies from as-built to contract specifications, and recommend reconciliation of the two
- Set priorities and meet deadlines with minimal supervision
- Communicate clearly and concisely, both orally and in writing
- Use computer technology and applications in the performance of daily activities
- Prepare and present clear, concise and logical written and oral reports
- Interpret and apply City and Department policies, procedures, rules and regulations
- Establish and maintain effective working relationships with those contacted in the course of work
- Meet the physical requirements necessary to safely and effectively perform the assigned duties

Minimum Qualifications

A typical way of gaining the knowledge and skills outlined above is:

A Bachelor's degree in civil engineering or a closely related field from an accredited college or university, and three (3) years of professional engineering experience equivalent to that of an Assistant Civil Engineer with the City of Rocklin.

GENERAL QUALIFICATIONS

License Requirements:

- Possession of a valid certificate of registration as a Civil Engineer, issued by the California State Board of Registration for Civil and Professional Engineers.
- A valid California Class C license or higher is required at the time of appointment. Individuals who do not meet this requirement will be reviewed on a case-by-case basis.

Physical Requirements:

Incumbents appointed to this class must have the mobility to work in a standard office or field environment, use standard office equipment and attend off-site meetings; intermittently operate a motor vehicle on surface streets with occasional exposure to weather conditions, and construction and traffic hazards; mobility to traverse uneven terrain, periodically standing, stooping, bending, climbing and kneeling to perform fieldwork; intermittently sit at desk for long periods of time; lift light to moderately heavy weights; vision to read handwritten and printed materials and a computer screen; hearing and speech to communicate in person and by telephone; manual dexterity to operate small equipment, tools and standard office equipment and supplies, and to manipulate both single sheets of paper and large document holders (binders, manuals, etc.).

FLSA: NE

This job specification should not be construed to imply that these requirements are the exclusive standards of the position. Not all duties are necessarily performed by each incumbent. Additionally, incumbents may be required to follow any other instructions and to perform any other related duties as may be required by their supervisor.

SEPTEMBER 2016

CITY OF ROCKLIN

BUILDING DIVISION SUPERVISOR

Salary Range: 39 (Public Service Employees)

DEFINITION

Under general supervision, provides supervision over assigned building inspection tasks and staff; assists in administrative duties of the division; performs complex combination inspections of residential, commercial and industrial building sites to enforce all applicable laws and codes; performs plan checking on a variety of construction and modification projects; provides a variety of information to property owners, developers, architects, engineers and contractors; and performs related work as required.

DISTINGUISHING CHARACTERISTICS

This is the advanced journey, supervisory level class in the building inspection class series. Incumbents direct the work of building staff while personally performing the more complex, difficult or controversial work. The incumbent operates with considerable autonomy and is expected to perform duties and make decisions with a high degree of independence. The class is distinguished from the Building Plans Examiner and Building Inspector II positions in that the latter positions perform routine plan reviews and/or inspections and do not supervise staff.

SUPERVISION RECEIVED AND EXERCISED

Incumbents report to the Chief Building Official or designee and provide supervision to Building Inspectors.

EXAMPLES OF DUTIES, KNOWLEDGE, AND ABILITIES

Duties may include, but are not limited to the following:

- Provides exemplary customer service to all individuals by demonstrating a willingness to be attentive, understanding, and responsive, fair, courteous and respectful, and to actively participate in maintaining a positive customer service environment.
- Plans, prioritizes, assigns, supervises, and reviews the work of assigned staff; trains and instructs employees in work methods, use of tools and equipment, and relevant safety precautions.
- Researches, develops, and implements training programs, field safety programs, policies, and procedures to ensure accurate and uniform application of building, plumbing, mechanical, electrical, fire and related codes.
- Provides supervision and participates in all work activities of the Building Division including building permit processing and record keeping, day-to-day coordination of field inspection schedules, inspections of buildings and structures in all stages of construction, review of construction plans and specifications for compliance with building codes, and code enforcement.
- Performs field inspections of new and existing commercial, industrial, and residential properties for conformance to codes, regulations, plans, specifications, and standards

related to foundations, framing, electrical, mechanical, plumbing, housing, access, fire, life safety, and other functional elements.

- Reviews a wide variety of residential, commercial, and industrial construction plans and documents to ensure compliance with applicable laws, codes, and ordinances.
- Explains procedures and requirements for applications for building permits; reviews building permit applications and plans for completeness and general compliance with state and local codes.
- Assists in developing and presenting informational programs to homeowners, builders, and businesses concerning Building Division activities.
- Confers with the general public, developers, engineers, architects, contractors, and property owners to explain building code requirements interpretations and restrictions, city ordinances, and other related requirements; researches and analyzes alternative procedures and recommendations as appropriate; attempts to resolve difficult inspection, plan review, permit issuance and enforcement complaints and problems before they escalate.
- Confers with legal, fire, and public services personnel regarding building, fire, life, safety, zoning and other code interpretations and applications.
- Performs non-structural plan checking for completeness, accuracy and code compliance for new construction, alterations, or remodeling for existing structures; ensures compliance with pertinent codes and accepted engineering practices.
- Investigates complaints regarding existing buildings or new construction to determine if code violations or problem conditions exist.
- Reviews damaged buildings for safe occupancy after fires or other occurrences.
- Consults with the Building Official and City legal staff regarding legal aspects of code compliance and building matters.
- Completes and maintains a variety of correspondence, reports, correction notices, procedures, and other written materials; carries negligent cases through prosecution channels in situations of non-compliance.
- Maintains current knowledge of new construction methods, materials, techniques, codes, and regulations.
- Performs other duties as assigned.

EMPLOYMENT STANDARDS

Knowledge of:

- Principles, practices and methods of structural and building plan review
- Practices for documenting plan checking procedures, correcting discrepancies and carrying through on court procedures
- Construction methods, materials, tools and equipment used for residential, commercial and industrial construction
- Methods, materials, tools and safety practices of the building, plumbing, and electrical trades

- Applicable State and Federal building, plumbing, electrical, mechanical, fire, life safety, energy and related codes
- Legal processes and considerations involved in prosecuting violations of the building codes and ordinances
- Principles and practices of supervision, including work planning and assignment, review and evaluation, discipline, and the training of staff in work procedures
- Modern office practices, methods, and computer equipment/applications related to work
- English usage, grammar, spelling, vocabulary, and punctuation
- Techniques for effectively representing the City in contacts with governmental agencies, community groups and property owners, contractors, developers, business owners and the public
- Techniques for dealing effectively with the public, vendors, contractors and City staff, in person and over the telephone
- Techniques for providing a high level of customer service to the public and City staff, in person and over the telephone
- Practices for documenting inspections, correcting violations and carrying through on court procedures
- Occupational hazards and standard safety practices necessary in the area of building inspection
- Mathematical principles including algebra, geometry, and trigonometry
- Principles and practices of records management

Ability to:

- Plan, schedule, assign, and oversee activities of an efficient building inspection and plans review program
- Inspect new and existing commercial, industrial and residential properties for conformance to codes, regulations, plans, specifications and standards related to foundations, framing, electrical, mechanical, plumbing, housing, access, fire, life safety and other functional elements
- Interpret, apply and explain laws, regulations, ordinances, codes and departmental policies governing the construction and maintenance of buildings
- Read, understand, and interpret construction plans, specifications, codes, and maps for conformance with City standards and policies
- Examine and correct building plans, calculations and specifications in a rapid, uniform and accurate manner
- Analyze, evaluate, and solve or recommend effective solutions to building and code problems and issues
- Provide clarification and guidance regarding the application of codes, regulations, and ordinances
- Evaluate legal violations and take appropriate action
- Inspect the work of others and maintain established quality control standards
- Train others in proper and safe work procedures

- Inspect new and existing commercial, industrial and residential properties for conformance to codes, regulations, plans, specifications and standards related to foundations, framing, electrical, mechanical, plumbing, housing, access, fire, life safety and other functional elements
- Detect and locate faulty materials and workmanship and determine the stage of construction during which defects are most easily found and remedied
- Inspect assigned areas for a wide variety of maintenance, repair, and risk management issues
- Respond to complaints or inquiries from citizens, staff, and outside organizations
- Perform the entire range of combined building inspection and plans review activities with a minimum of supervision
- Prepare clear and concise reports, correspondence and other written materials
- Establish and maintain a variety of files and records
- Organize work, set priorities and meet critical time deadlines
- Operate modern office equipment, including computer equipment, perform electronic plan checks, and utilize software programs
- Use English effectively to communicate in person, over the telephone and in writing
- Use tact, initiative and independent judgment within established procedural guidelines
- Establish and maintain effective working relationships with those contacted in the course of work
- Prepare clear, effective and accurate reports, correspondence, specifications and other written materials
- Make accurate mathematic computations
- Represent the department and the City effectively in meetings with other departments, public and private organizations and individuals
- Make sound, independent decisions within established policy and procedural guidelines
- Meet the physical requirements necessary to safely and effectively perform the assigned duties

Minimum Qualifications

Any combination of training and experience which would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to the completion of the twelfth (12th) grade supplemented by a minimum of fifteen (15) units of technical or college-level courses in construction technology, building plans review, building inspection or a related field and three (3) years of experience in building plans review and/or the enforcement of building codes with a public agency at a level equivalent to the City of Rocklin's class of Building Inspector II. This work must have included significant public contact and the exercise of investigative or inspection skills. Project leadership or supervisory experience is desirable.

GENERAL QUALIFICATIONS**License Requirements:**

- A valid California Class C license or higher is required at the time of appointment. Individuals who do not meet this requirement will be reviewed on a case-by-case basis.
- Certificate as a Combination Inspector by the International Code Council.
- Certificate as a Building Plans Examiner from the International Code Council.
- Certification from the California Access Specialists program (CASp) must be obtained within twelve months of appointment.
- Certificate as a Fire Plans Examiner by the International Code Council is highly desirable.

Physical Requirements:

Incumbents must possess mobility to work in a standard office and use standard office equipment, including a computer; inspect City development sites, operate a motor vehicle and visit various City and meeting sites; mobility to traverse uneven terrain, climb ladders, stairs, and other temporary or construction access points; stand, stoop, bend, walk, climb and kneel to perform fieldwork; vision to read handwritten and printed materials and a computer screen; color vision to identify materials, structures, wires and pipes; hearing and speech to communicate in person, before groups and over the telephone; finger dexterity to access, enter and retrieve data using a computer keyboard, calculator, and to operate standard office equipment; occasionally bend, stoop, kneel, reach, push and pull drawers open and closed to retrieve and file information, and occasionally lift and carry reports and records that typically weigh up to forty (40) pounds.

Working Conditions:

Employees work primarily in the field and are occasionally exposed to loud noise levels, cold and hot temperatures, inclement weather conditions, road hazards, substantial heights, vibration, confining workspace, chemicals, mechanical and/or electrical hazards, and hazardous physical substances and fumes. Employees may interact with upset staff and/or public and private representatives, and contractors in interpreting and enforcing departmental policies and procedures. Incumbents may be required to work weekends, holidays, and evenings

FLSA: E

This job specification should not be construed to imply that these requirements are the exclusive standards of the position. Not all duties are necessarily performed by each incumbent. Additionally, incumbents may be required to follow any other instructions and to perform any other related duties as may be required by their supervisor.

SEPTEMBER 2016

CITY OF ROCKLIN

RECREATION, ARTS, AND EVENTS TOURISM BUSINESS DEVELOPMENT MANAGER

Salary Range: 3 (Management Salary Schedule)

DEFINITION

Under administrative direction from the Director of Recreation, Arts, and Event Tourism manages, directs, plans, oversees, implements, and coordinates departmental business development programs and activities; assists with overseeing facility and field rentals; coordinates City of Rocklin co-sponsored events with community groups and organizations; performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS

This is a single-position management classification with overall responsibility for managing the business development programs and activities for the Recreation, Arts, and Events Tourism Department. The incumbent is expected to carry out the full realm of duties with or without direct supervision, utilizing initiative and independent judgment.

SUPERVISION EXERCISED AND RECEIVED

This position reports to the Director of Recreation, Arts, and Event Tourism and is responsible for providing direct and indirect supervision over professional, technical, and administrative personnel within the Department.

EXAMPLES OF DUTIES, KNOWLEDGE, AND ABILITIES:

Duties may include, but are not limited to the following:

- Manages, directs, plans, oversees, implements, and coordinates departmental business development programs and activities.
- Develops, implements, and monitors goals, objectives, policies, and priorities for designated program areas reflective of the community's needs and the City's and Department's overall goals, policies, and ordinances; ensures compliance with applicable governing rules, regulations, and guidelines.
- Develops marketing plans and carries out marketing activities, including advertising and promotional efforts; plans and analyzes related business and community needs and demographic data.
- Manages and analyzes venue rental activities; implements improvements and modifications; prepares various reports on operations and activities.
- Assists with the oversight of venue and field rentals.
- Uses a variety of media to promote departmental programs, events, and activities.
- Identifies and creates opportunities to initiate new connections, including developing sponsorships, partnerships, and new programs that will facilitate the achievement of strategic goals, and meet the evolving needs of the community.
- Establishes business partner relations with hotels, caterers, and other special event suppliers.

- Develops and manages business relationships with sponsors and vendors; initiates initial contract discussions.
- Manages corporate rentals; builds business relationships to enhance corporate facility rental activity.
- Supervises, trains, and evaluates professional and technical subordinates; provides technical advice and assistance to staff.
- Maintains public relations, makes public appearances, provides information, promotes, coordinates, and serves as a liaison for program activities with the media, schools, community organizations, local groups, government agencies, and arts and recreation organizations.
- Oversees, directs and reviews the work of contract consultants providing assistance to staff.
- Responds to difficult or sensitive complaints and requests for information from the public.
- Researches, compiles, and analyzes data for special projects and various reports; assists in the preparation of City Council agenda items including the preparing of material and data.
- Prepares a variety of correspondence and reports.

EMPLOYMENT STANDARDS

Knowledge of:

- Administrative principles and methods, including goal setting, program and budget development, implementation and control, personnel management and supervision
- City organization and functions; laws, rules, codes, and regulations governing department activities
- Contemporary trends and practices of recreation, arts, and events tourism
- Operational characteristics, service and activities of recreational, cultural and community service programs
- Principles and practices of marketing, advertising, public relations, market research and analysis, printing and publishing.
- Basic principles and methods as it pertains to social media tools and internal and citizen-to-government communication.
- Principles and practices of recreation program business development and administration
- Practices of contract negotiation, preparation and administration
- Principles and practices of computer-based project management and project scheduling
- Recent developments, current literature and sources of information related to project management, recreational, arts, and event tourism programs
- English usage, spelling, grammar and punctuation
- Modern office practices and technology including personal computer hardware and software
- Safe work practices

Ability to:

- Plan, organize, assign, direct, review, and evaluate activities of the department
- Select, train, motivate, and evaluate staff

- Develop, implement, and interpret goals, objectives, policies, procedures, and work standards
- Analyze complex problems, evaluate alternatives, and make sound recommendations related to department activities
- Analyze department support needs and ensure prompt and efficient delivery of service, materials, and supplies
- Interpret, apply, and ensure project compliance with applicable federal, state, and local policies, procedures, laws, regulations, codes, and ordinances.
- Effectively manage the planning, development and operations of the City's recreation, arts, and event tourism programs.
- Develop plans, schedules, specifications, and cost estimates for assigned projects
- Negotiate and administer service contracts and prepare bid packages
- Use and apply principles and practices of budget preparation, financial principles, and administration
- Prepare clear, concise and accurate reports, correspondence, and other written materials including bids and financial information
- Establish, maintain, and foster positive and harmonious working relationships with those contacted in the course of work
- Use computer technology and applications in the performance of daily activities
- Meet the physical requirements necessary to safely and effectively perform the assigned duties

Minimum Qualifications:

Any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to a bachelor's degree from an accredited college or university with major coursework in Public and/or Business Administration, Recreation Administration, Arts Management, or a related field

AND

Five (5) years of increasingly responsible local government experience including a minimum of three (3) years in an administrative or management position.

GENERAL QUALIFICATIONS:

License Requirements:

A valid California Class C driver license or higher is required at the time of appointment. Individuals who do not meet this requirement due to a disability will be reviewed on a case-by-case basis.

Physical Requirements:

The incumbent appointed to this class must be physically able to perform the duties of this position, including mobility to work in a standard office environment, use standard office equipment and attend off-site meetings; intermittently sit at a desk for long periods of time; walk, stand, bend, squat, twist and reach while performing office duties; lift light to moderate

weights; manual dexterity to use standard office equipment and supplies and operate a keyboard, manipulate single sheets of paper and large document holders (binders, manuals, etc.); vision to read handwritten and printed materials and a computer screen; hearing and speech to communicate in person and by telephone or radio.

Working Conditions:

The incumbent appointed to this class must be willing to work in the field, drive a vehicle be willing to work irregular hours including after-hours, holidays, and weekends; be subject to “on-call” status 24 hours a day, and be willing to work outdoors in all types of weather conditions.

FLSA: EXEMPT

This job specification should not be construed to imply that these requirements are the exclusive standards of the position. Not all duties are necessarily performed by each incumbent. Additionally, incumbents may be required to follow any other instructions and to perform any other related duties as may be required by their supervisor.

SEPTEMBER 2016

CITY OF ROCKLIN

RECREATION, ARTS, AND EVENT TOURISM PROGRAM MANAGER

Salary Range: 7 (Management Salary Schedule)

DEFINITION

Under administrative direction from the Director of Recreation, Arts, and Event Tourism manages, directs, plans, develops, promotes and evaluates one or more of the City's major art, recreation, venue rental, and event tourism programs; assists in the development and implementation of department goals, objectives, policies and priorities; directs, manages, supervises and coordinates the personnel and activities within assigned areas; provides highly complex assistance to the Director; performs related duties as assigned.

DISTINGUISHING CHARACTERISTICS

This is a management level classification with overall responsibility for managing all program activities within the assigned area(s), such as performing and visual arts, recreation classes and activities, community and special events, and facility and field rental operations. The incumbent is expected to carry out the full realm of duties within their assigned function with limited supervision, utilizing initiative and independent judgment.

SUPERVISION EXERCISED AND RECEIVED

Incumbents report to the Director of Recreation, Arts, and Event Tourism and are responsible for providing direct and indirect supervision to management, professional, technical, and administrative personnel.

EXAMPLES OF DUTIES, KNOWLEDGE, AND ABILITIES:

Duties may include, but are not limited to the following:

- Manages, directs, plans, develops, promotes, and evaluates one or more of the City's major art, recreation, venue rental, and event tourism programs.
- Coordinates and works with other departments, nonprofits and other organizations to provide programs and services in an efficient and effective manner
- Designs and implements new and modified programs and projects within the department based on the analysis and assessment of the community's needs and priorities; develops program objectives, determines course of action, determines the resources needed for the program.
- Develops, implements, and monitors goals, objectives, policies, and priorities for designated program areas reflective of the community's needs and the City's and Department's overall goals, policies, and ordinances; ensures compliance with applicable governing rules, regulations, and guidelines.
- Identifies, eliminates, and/or minimizes solution, project, and business risk; confers with team members to articulate, compare, and implement solutions and alternative approaches based upon project management principles; performs activities to enhance customer satisfaction and financial baseline of the project; exercises accountability for project results

- as committed; interfaces directly with the management staff of client departments.
- Manages the scheduling, staffing, training and evaluation of personnel within assigned program areas.
 - Prepares, plans, and participates in the development and administration of the department budget.
 - Oversees, directs and reviews the work of contract consultants providing assistance to staff.
 - Oversees the management, maintenance, and use of assigned facilities and equipment; inspects program facilities, schedules repairs, and recommends improvements as necessary.
 - Responds to difficult or sensitive complaints and requests for information from the public.
 - Prepares and presents staff reports and presentations at various City Council, commission/board, and other meetings; serves on various committees and task forces; makes presentations within assigned program areas; prepares comprehensive technical and statistical reports; maintains a variety of records and technical data.
 - Maintains public relations; makes public appearances, provides information, promotes, coordinates, and serves as a liaison for program activities with the media, schools, community organizations, local groups, government agencies and industry related organizations.
 - Prepares and reviews a variety of contracts, agreements, reports, and correspondence ensuring compliance with City and legislative guidelines.
 - Researches and analyzes pending legislation and identify impact to department programs and activities.
 - Researches grant opportunities, prepares grant proposals; monitors and administers grants.
 - Performs related work as assigned.

EMPLOYMENT STANDARDS

Knowledge of:

- Administrative principles and methods, including goal setting, program and budget development, implementation and control, personnel management and supervision
- City organization and functions; laws, rules, codes, and regulations governing department activities
- Principles and practices of public sector finance, budgeting, and accounting
- Sound principles and practices of public administration, governmental budgeting, personnel administration and supervision, analytical methods and procedures, and office management principles and practices
- Contemporary trends and practices of recreation, arts, and events tourism
- Operational characteristics, services and activities of recreational, cultural and community service programs
- Principles and practices of program development and administration
- Practices of contract negotiation, preparation and administration
- Principles and practices of computer-based project management and project scheduling
- Recent developments, current literature and sources of information related to project management, recreational, arts, and event tourism programs

- English usage, spelling, grammar and punctuation
- Modern office practices and technology including personal computer hardware and software
- Safe work practices

Ability to:

- Plan, organize, assign, direct, review and evaluate activities of the department and assigned personnel
- Select, train, motivate and evaluate staff
- Develop, implement, and interpret goals, objectives, policies, procedures, and work standards
- Analyze complex problems, evaluate alternatives, and make sound recommendations related to department activities
- Analyze department support needs and ensure prompt and efficient delivery of service, materials, and supplies
- Interpret, apply and ensure project compliance with applicable federal, state and local policies, procedures, laws, regulations, codes and ordinances.
- Effectively manage the planning, development and operations of the City's recreation, arts, and event tourism programs.
- Develop plans, schedule assignments, and determine specifications and cost estimates for assigned projects
- Negotiate and administer service contracts and prepare bid packages
- Use and apply principles and practices of budget preparation, financial principles, and administration
- Prepare clear, concise and accurate reports, correspondence and other written materials including bids and financial information
- Organize and prioritize a variety of projects and assignments in an effective and efficient manner; organize work, set priorities, and meet critical deadlines
- Establish maintain and foster positive and harmonious working relationships with those contacted in the course of work
- Use computer technology and applications in the performance of daily activities
- Meet the physical requirements necessary to safely and effectively perform the assigned duties

Minimum Qualifications:

Any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to a bachelor's degree from an accredited college or university with major coursework in Public and/or Business Administration, Recreation Administration, Arts Management, or a related field

AND

Four (4) years of increasingly responsible local government experience in recreation administration including at least two (2) years of supervisory experience.

GENERAL QUALIFICATIONS:

License Requirements:

A valid California Class C driver license or higher is required at the time of appointment. Individuals who do not meet this requirement due to a disability will be reviewed on a case-by-case basis.

Physical Requirements:

The incumbent appointed to this class must be physically able to perform the duties of this position, including mobility to work in a standard office environment, use standard office equipment and attend off-site meetings; intermittently sit at a desk for long periods of time; walk, stand, bend, squat, twist and reach while performing office duties; lift light to moderate weights;. manual dexterity to use standard office equipment and supplies and operate a keyboard, manipulate single sheets of paper and large document holders (binders, manuals, etc.); vision to read handwritten and printed materials and a computer screen; hearing and speech to communicate in person and by telephone or radio.

Working Conditions:

The incumbent appointed to this class must be willing to work in the field, drive a vehicle be willing to work irregular hours including after-hours, holidays, and weekends; be subject to “on-call” status 24 hours a day, and be willing to work outdoors in all types of weather conditions.

FLSA: EXEMPT

This job specification should not be construed to imply that these requirements are the exclusive standards of the position. Not all duties are necessarily performed by each incumbent. Additionally, incumbents may be required to follow any other instructions and to perform any other related duties as may be required by their supervisor.

SEPTEMBER 2016

CITY OF ROCKLIN

SENIOR DEPARTMENTAL ADMINISTRATIVE SPECIALIST
Salary Range: 20 (Confidential Salary Schedule)

DEFINITION

Plans, develops, promotes, coordinates and implements activities related to one or more specific program areas; provides a wide range of specialized confidential administrative support to a Department Head including personnel matters; supervises and coordinates the activities of staff and volunteers; performs related work as required.

DISTINGUISHING CHARACTERISTICS

This is a paraprofessional classification that supports a Department Head by providing specialized administrative support to the professional staff of a City Department. Incumbents may be assigned to any department with the expectation that each assignment will require specialized knowledge of the program area and the laws, regulations, policies, and procedures relevant to that program. Incumbents may receive work direction from a variety of professional staff within the Department, and supervise assigned personnel.

SUPERVISION EXERCISED AND RECEIVED

This position reports to a Department Head and supervises assigned personnel.

EXAMPLES OF DUTIES, KNOWLEDGE, AND ABILITIES:

Duties may include, but are not limited to the following:

- Performs a wide variety of responsible, confidential, and complex duties in support of the Department Head, including assistance with personnel matters.
- Coordinates, monitors, and evaluates programs, activities, operations, policies, and procedures; provides consultation, makes recommendations for improvements, assists in resolving operational and administrative problems; prepares various reports on programs, activities, and operations.
- Evaluates business operations and activities; recommends improvements and modifications; prepares various reports on operations and activities.
- Supervises, trains, and evaluates professional and technical subordinates; provides technical advice and assistance to staff; selects and oversees the work of contractors.
- Coordinates department business services activities with other City departments and outside agencies.
- Ensures program operations comply with City, State, and Federal laws, policies and procedures; interprets, clarifies, explains, and applies City policies, procedures, practices, relevant laws, and regulations.
- Coordinates office management and fiscal operations; prepares cost estimates for budget recommendations; submits justifications for business services; prepares budgets and financial reports; tracks and authorizes equipment; orders, maintains, and allocates supplies and equipment.

- Reviews and maintains a variety of contracts to ensure compliance with deadlines and conditions.
- Prepares a variety of documents including charts, graphs, reports, contracts, legal forms, financial documents, and proposals to ensure documents are accurate, complete, and adhere to legal guidelines.
- Collects quantitative and qualitative data; prepares and presents findings and recommendations.
- Oversees the processing of invoices, requisitions and purchase orders; reviews and processes financial documents.

EMPLOYMENT STANDARDS

Knowledge of:

- Operations, programs, services, activities, and resources of assigned program areas
- City organization and functions; laws, rules, codes, and regulations governing department activities
- Principles and practices of fiscal, statistical, and administrative research, and report preparation
- Principles and practices of program development and administration
- Principles and practices of records management
- Principles and practices of business contract preparation and administration
- Methods and techniques involved in conducting analytical studies of administrative and management practices, methods and procedures
- Principles and practices of supervision: performance evaluations, grievances, discipline
- English usage, spelling, grammar and punctuation
- Modern office practices and technology including personal computer hardware and software
- Techniques for providing a high level of customer service and dealing effectively with the public, vendors, contractors and City staff

Ability to:

- Use tact, discretion, and good judgment in the handling of sensitive and confidential information
- Supervise subordinate staff, including planning, organizing, coordinating, and evaluating administrative work
- Analyze complex problems, evaluate alternatives, and make sound recommendations related to department activities
- Analyze department support needs and ensure prompt and efficient delivery of service, materials, and supplies
- Consult with and coordinate the administrative requirements of different department staff members
- Interpret, apply and ensure project compliance with applicable federal, state and local policies, procedures, laws, regulations, codes and ordinances.

- Prepare financial and statistical reports
- Acquire subject matter expertise in the functions and activities of the department to which assigned
- Prepare clear, concise and accurate reports, correspondence and other written materials including bids and financial information
- Prepare clear and concise program documentation, user procedures, reports of work performed, and other written materials
- Maintain accurate and effective filing systems and records
- Utilize discretion in the handling and disclosure of confidential information
- Maintain confidentiality of all records and information.
- Organize and prioritize a variety of projects and assignments in an effective and efficient manner; organize work, set priorities, and meet critical deadlines
- Exercise sound independent judgment within established guidelines
- Establish maintain and foster positive and harmonious working relationships with those contacted in the course of work
- Use computer technology and applications in the performance of daily activities
- Meet the physical requirements necessary to safely and effectively perform the assigned duties

Minimum Qualifications:

Any combination of training and experience that would provide the required knowledge, skills and abilities is qualifying. A typical way to obtain the required qualifications would be:

Equivalent to the completion of the 12th grade, and five (5) years of progressively responsible administrative work experience, including at least three (3) years of experience explaining policies and procedures to the public.

- An Associate of Arts degree with major coursework in business, public or office administration, or a related field may be substituted for one (1) year of the required experience. A Bachelor's degree from an accredited college or university in business administration, public administration, or a related field may substitute for two (2) years of the required experience.

GENERAL QUALIFICATIONS:

License Requirements:

A valid California Class C driver license or higher is required at the time of appointment. Individuals who do not meet this requirement due to a disability will be reviewed on a case-by-case basis.

Physical Requirements:

The incumbent appointed to this class must be physically able to perform the duties of this position, including the mobility to work in a standard office setting and use standard office

equipment, including a computer; the ability to operate a motor vehicle and to visit various City sites and attend off-site meetings; vision to read printed materials and a computer screen; hearing and speech to communicate in person, before groups and over the telephone; finger dexterity to access, enter and retrieve data using a computer keyboard, typewriter keyboard or calculator and to operate standard office equipment; ability to bend, stoop, kneel, reach, push and pull drawers open and closed to retrieve and file information; occasionally lift and carry computer and other equipment, reports and records that typically weigh less than 10 pounds; may move heavy and/or awkward objects to gain access to computer networks.

Working Conditions:

Incumbents work in an office environment with moderate noise levels, controlled temperature conditions and no direct exposure to hazardous physical substances, and may interact with upset staff and/or public representatives in interpreting and enforcing departmental policies and procedures. Employees may be required to work on evenings, weekends and holidays, and participates in afterhours on-call assignments.

FLSA: NE

This job specification should not be construed to imply that these requirements are the exclusive standards of the position. Not all duties are necessarily performed by each incumbent. Additionally, incumbents may be required to follow any other instructions and to perform any other related duties as may be required by their supervisor.

RESOLUTION NO. 2016-XX

RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF ROCKLIN
AMENDING THE CITY OF ROCKLIN
MANAGEMENT, CONFIDENTIAL, PUBLIC SERVICE EMPLOYEES, PERMANENT PART-TIME
EMPLOYEES, AND TEMPORARY PART-TIME EMPLOYEES SALARY SCHEDULES
FOR FISCAL YEAR 2016-2017

The City Council of the City of Rocklin does resolve as follows:

Section 1. Exhibit A of Resolution 2016-160, Management Salary Schedule, is hereby amended to add the Recreation, Arts, and Event Tourism Business Development Manager classification to Salary Range 3, and to add the Recreation, Arts, and Event Tourism Program Manager classification to Salary Range 7. Salary Range 3 progresses from Step 1 at \$63,157 to Step 6 at \$80,607, and Salary Range 7 progresses from Step 1 at \$69,713 to Step 6 at \$88,974.

Section 2. Exhibit C of Resolution 2016-160, Confidential Salary Schedule, is hereby amended to add the Senior Departmental Administrative Specialist classification to Salary Range 20. Salary Range 20 progresses from Step 1 at \$54,165 to Step 6 at \$69,130.

Section 3. Exhibit F of Resolution 2016-160, Public Service Employees Salary Schedule, is hereby amended to add the Building Division Supervisor classification to Salary Range 39, to add the Associate Civil Engineer classification to Salary Range 41, and to remove the Senior Building Inspector/Plans Examiner classification from Salary Range 39. Salary Range 39 progresses from Step 1 at \$72,810 to Step 6 at \$92,927, and Salary Range 41 progresses from Step 1 at \$76,496 to Step 6 at \$97,631.

Section 4. Exhibit G of Resolution 2016-160, Permanent Part-Time Employees Hourly Salary Schedule is hereby amended to add the Program Assistant I classification to Salary Range 5, to add the Program Assistant II classification to Salary Range 7, to add the Senior Program Assistant classification to Salary Range 9, to remove the Parks & Recreation Specialist I classification from Salary Range 5, and to remove the Parks & Recreation Specialist II classification from Salary Range 7. Salary Range 5 progresses from Step 1 at \$10.00 to Step 3 at \$11.02, Salary Range 7 progresses from Step 1 at \$12.00 to step 3 at \$13.23, and Salary Range 9 progresses from Step 1 at \$14.00 to Step 3 at \$15.43.

Section 5. Exhibit H of Resolution 2016-160, Temporary Part-Time Employees Hourly Salary Schedule is hereby amended to add the Program Assistant I classification to Salary Range 5, to add the Program Assistant II classification, and the Code Compliance Officer I classification to Salary Range 7, to add the Code Compliance Officer II classification to Salary Range 9, remove the Parks & Recreation Specialist I classification from Salary Range 5, and remove the Parks & Recreation Specialist II classification from Salary Range 7. Salary Range 5

progresses from Step 1 at \$10.00 to Step 3 at \$11.02, Salary Range 7 progresses from Step 1 at \$12.00 to step 3 at \$13.23, and Salary Range 9 progresses from Step 1 at \$14.00 to Step 3 at \$15.43.

PASSED AND ADOPTED this 27th day of September, 2016, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

Gregory A. Janda, Mayor

ATTEST:

Barbara Ivanusich, City Clerk

CITY OF ROCKLIN
 MANAGEMENT SALARY SCHEDULE
 (Annual Salary)
 Effective October 1, 2016

<u>Classification</u>	<u>Range</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Marketing and Development Specialist	1	60,114	63,120	66,276	69,590	73,070	76,724
Manager of Housing & Code Compliance Recreation, Arts, & Event Tourism Business Development Manager Special Events Manager	3	63,157	66,315	69,631	73,113	76,769	80,607
Associate Management Analyst	5	66,354	69,672	73,156	76,814	80,655	84,688
Recreation, Arts, & Event Tourism Program Manager	7	69,713	73,199	76,859	80,702	84,737	88,974
Financial Analyst Public Services Manager Recreation, Arts, and Event Tourism Business Program Manager	12	78,874	82,818	86,959	91,307	95,872	100,666
Application Services Administrator Network Services Administrator	14	82,867	87,010	91,361	95,929	100,725	105,761
Management Analyst Manager of Police Records and Communications	15	84,939	89,186	93,645	98,327	103,243	108,405
Principal Management Analyst	17	89,239	93,701	98,386	103,305	108,470	113,894
Finance Officer Manager of Building Services Principal Systems Engineer Public Finance and Revenue Manager Senior Engineer	18	91,470	96,044	100,846	105,888	111,182	116,741
City Engineer Manager of Planning Services	19	93,757	98,445	103,367	108,535	113,962	119,660
City Clerk Director of City Commerce and Communications Director of the Office of Economic Development	20	96,101	100,906	105,951	111,249	116,811	122,652
Deputy City Attorney Environmental Services Operations Manager	22	100,967	106,015	111,316	116,882	122,726	128,862

Information Technology Manager

<u>Classification</u>	<u>Range</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Chief Building Official Deputy Director of Administrative Services Director of the Office of Long-Range Planning Human Resources Manager	23	103,491	108,666	114,099	119,804	125,794	132,084
Deputy Director, Public Services	24	106,078	111,382	116,951	122,799	128,939	135,386
Director of Administrative Services Director of Recreation, Arts, and Event Tourism	30	123,017	129,168	135,626	142,407	149,527	157,003
Deputy Fire Chief	31	129,244	135,706	142,491	149,616	157,097	164,952
Police Captain	32	131,598	138,178	145,087	152,341	159,958	167,956
Director of Economic and Community Development	33	132,475	139,099	146,054	153,357	161,025	169,076
Director of Public Services	34	135,787	142,576	149,705	157,190	165,050	173,303
Assistant City Manager/Chief Financial Officer	39	153,632	161,314	169,380	177,849	186,741	196,078
Fire Chief	41	161,410	169,481	177,955	186,853	196,196	206,006
Police Chief	43	169,581	178,060	186,963	196,311	206,127	216,433

	<u>Salary</u>	<u>Resolution No.</u>	<u>Date Adopted</u>
City Manager	236,372	2014-230	10/28/2014
City Attorney	(TBD)	2016-XXX	(TBD)
Interim City Attorney	141,582	2016-XXX	06/14/2016
Deputy City Attorney	128,862	Contract	06/02/2014

CITY OF ROCKLIN
 CONFIDENTIAL SALARY SCHEDULE
 (Annual Salary)
 Effective October 1, 2016

<u>Classification</u>	<u>Range</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Secretary	11	43,386	45,555	47,833	50,225	52,736	55,373
Departmental Administrative Specialist Human Resources Technician I	17	50,297	52,812	55,453	58,226	61,137	64,194
Administrative Assistant to Police Chief	18	51,555	54,133	56,840	59,682	62,666	65,799
Departmental Administrative Specialist	Y-Rated						65,824
Human Resources Technician II Senior Departmental Administrative Specialist	20	54,165	56,873	59,717	62,703	65,838	69,130
Payroll Administrator Senior Human Resources Technician	24	59,788	62,777	65,916	69,212	72,673	76,307
Deputy City Clerk	28	65,995	69,295	72,760	76,398	80,218	84,229
Fire Prevention Officer	29	67,645	71,027	74,578	78,307	82,222	86,333

CITY OF ROCKLIN
 PUBLIC SERVICE EMPLOYEES SALARY SCHEDULE
 (Annual Schedule)
 Effective October 1, 2016

<u>Classification</u>	<u>Range</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Office Assistant I	5	31,442	33,014	34,665	36,398	38,218	40,129
Office Assistant II	9	34,708	36,443	38,265	40,178	42,187	44,296
Senior Office Assistant	15	40,251	42,264	44,377	46,596	48,926	51,372
Building Maintenance Worker Landscape Services Worker Street Maintenance Worker	17	42,299	44,414	46,635	48,967	51,415	53,986
Equipment Mechanic I Traffic Maintenance Assistant	19	44,434	46,656	48,989	51,438	54,010	56,711
Irrigation Maintenance Technician Senior Building Maintenance Worker	20	45,552	47,830	50,222	52,733	55,370	58,139
Accounting Technician I Administrative Assistant Senior Street Maintenance Worker	21	46,682	49,016	51,467	54,040	56,742	59,579
Landscape Services Trades Worker Public Services Technician	22	47,858	50,251	52,764	55,402	58,172	61,081
Engineering Technician I Equipment Mechanic II Planning/Building Technician Recreation Coordinator	23	49,048	51,500	54,075	56,779	59,618	62,599
Accounting Technician II Building Trades Worker Code Enforcement Officer Community Development Technician	25	51,538	54,115	56,821	59,662	62,645	65,777
Building Inspector I Construction Inspector I Landscape Inspector Public Works Inspector I Senior Irrigation Maintenance Technician	26	52,813	55,454	58,227	61,138	64,195	67,405
Engineering Technician II GIS/Engineering Technician Permit Center Coordinator Public Services Business Technician Recreation Business Technician	27	54,146	56,853	59,696	62,681	65,815	69,106

<u>Classification</u>	<u>Range</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Accountant I	28	55,492	58,267	61,180	64,239	67,451	70,824
Building Maintenance Supervisor Traffic Control and Lighting Technician	29	56,879	59,723	62,709	65,844	69,136	72,593
Community Development Inspector Construction Inspector II Environmental Services Specialist Public Works Inspector II	30	58,299	61,214	64,275	67,489	70,863	74,406
Building Inspector II Building Plans Examiner GIS Analyst I Information Technology Specialist Recreation Supervisor	31	59,760	62,748	65,885	69,179	72,638	76,270
Senior Construction Inspector Senior Traffic Control and Lighting Technician	32	61,251	64,314	67,530	70,907	74,452	78,175
Accountant II Assistant Planner Fleet Services Supervisor Landscape Services Supervisor Permit Services Supervisor Public Services Administrative Supervisor Street Maintenance Supervisor	33	62,785	65,924	69,220	72,681	76,315	80,131
Assistant Civil Engineer Facilities Maintenance Supervisor Public Services Operations Supervisor Senior Accountant Senior Information Technology Specialist	35	65,963	69,261	72,724	76,360	80,178	84,187
Assistant Land Surveyor Traffic Maintenance Supervisor	37	69,300	72,765	76,403	80,223	84,234	88,446
Administrative Analyst Associate Planner Building Division Supervisor Fire Prevention Plans Examiner GIS Analyst II Information Technology Analyst Land Development Engineer	39	72,810	76,451	80,274	84,288	88,502	92,927
Associate Civil Engineer	41	76,496	80,321	84,337	88,554	92,982	97,631

<u>Classification</u>	<u>Range</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>	<u>Step 4</u>	<u>Step 5</u>	<u>Step 6</u>
Plan Check Engineer	44	82,379	86,498	90,823	95,364	100,132	105,139
Senior Planner							

CITY OF ROCKLIN
 PERMANENT
 PART-TIME EMPLOYEES HOURLY SALARY SCHEDULE
 Effective October 1, 2016

<u>Classification</u>	<u>Range</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>
Office Assistant I Program Assistant I	5	\$10.00	\$10.50	\$11.02
Program Assistant II Public Services Specialist Code Compliance Officer I	7	\$12.00	\$12.60	\$13.23
Senior Public Services Specialist Office Assistant II Code Compliance Officer II Senior Program Assistant	9	\$14.00	\$14.70	\$15.43
Human Resources Assistant Communications Specialist Police Clerk	11	\$16.00	\$16.80	\$17.64
Police Dispatcher I	13	\$21.46	\$22.54	\$23.67
Police Dispatcher II	15	\$23.14	\$24.30	\$25.52
Website Technician	17	\$25.00	\$26.25	\$27.56

Definition:

- 20 Hours per week
- 999 Hours per fiscal year
- No Benefits

CITY OF ROCKLIN
 TEMPORARY
 PART-TIME EMPLOYEES HOURLY SALARY SCHEDULE
 Effective October 1, 2016

<u>Classification</u>	<u>Range</u>	<u>Step 1</u>	<u>Step 2</u>	<u>Step 3</u>
Custodian I Office Assistant I Program Assistant I Public Services Maintenance Worker	5	\$10.00	\$10.50	\$11.02
Code Compliance Officer I Program Assistant II Public Services Specialist	7	\$12.00	\$12.60	\$13.23
Custodian II Sr. Public Services Maintenance Worker	8	\$12.70	\$13.33	\$14.00
Code Compliance Officer II IT Assistant Office Assistant II Senior Public Services Specialist	9	\$14.00	\$14.70	\$15.43
Human Resources Assistant	11	\$16.00	\$16.80	\$17.64
Police Dispatcher I	13	\$21.46	\$22.54	\$23.67
Police Dispatcher II Economic & Community Development Specialist	15	\$23.14	\$24.30	\$25.52



BACK TO AGENDA

City Council Report

Subject: Resolution of the City Council of the City of Rocklin Accepting a Notice of Exemption for the Whitney Community Park Amenities Upgrade.

Resolution of the City Council of the City of Rocklin Approving and Authorizing the City Manager to Award the Bid for the Whitney Community Park Amenities Upgrade.

Submitted by: Rick Forstall, Director

Date: September 27, 2016

David Mohlenbrok, Environmental Services Manager - Presenter

Department: Public Services

Staff Recommendation: It is recommended that the City Council of the City of Rocklin approve the following:

- Resolution of the City Council of the City of Rocklin Accepting a Notice of Exemption for the Whitney Community Park Amenities Upgrade.
 - Resolution Awarding the Bid for the Whitney Community Park Amenities Upgrade to Dominguez Landscape Services, Inc.
-

BACKGROUND:

In March of 2003, South Placer County Tourism Corporation (doing business as Placer Valley Tourism; hereinafter PVT) was formed as a California non-profit 501(c)(6) corporation to serve as an advisory board. Since its formation, PVT has advanced tourism by advocating the development of a unified sports strategy, enhancing and promoting existing facilities and assisting in the development of new complexes.

As part of this effort and in keeping with this strategy, PVT and City staff reached an agreement that resulted in the awarding of a grant to the City by PVT in the amount of \$388,000 (Resolution No. 2016-100). This grant is to upgrade the amenities at Whitney Community Park. Upgrades include install/construct bleachers, shade structures, scorekeeper booths, and bullpens at the four baseball/softball diamonds.

This project was included in the Fiscal Year 16-17 Capital Budget and the 2016-2020 Capital Investment Plan both of which were approved by Council on June 28, 2016, under Resolution Nos. 2016-183 and 2016-167, respectively. In addition, it speaks to the City of Rocklin's Strategic Plan 1.13 – Special Events Enhancements; 1.13b – Increase private business sponsorship of City-wide special events. In addition,

this will contribute to the 1.5 Objective – Review all City Owned Parks & Landscaping for Beautification and Sustainability Opportunities.

FINDINGS, CONCLUSIONS & RECOMMENDATIONS:

Findings:

- The Whitney Community Park Amenities Upgrade was advertised on July 7th and July 14th with the bid opening on August 4, 2016. Three (3) bids were received as listed below. Dominguez Landscape Services, Inc. came in with the lowest responsive base bid plus alternate in the amount of \$415,000.
- On August 4, 2016, three (3) bids were received as follows:

<u>Bidder's Name</u>	<u>Base Bid Amount + Alternate</u>
Dominguez Landscape Services, Inc.	\$415,000
McGuire – Pacific	\$423,200
Sierra Valley Construction, Inc.	\$439,667

- Staff has reviewed all the bids for sufficiency and is recommending that Council approve and award the bid to Dominguez Landscape Services, Inc.
- The resolution establishes the City Manager’s change order authority at 15%.
- The bid amount of \$415,000 plus a contingency of \$10,000 which has been approved by PVT brings the project cost to an amount not to exceed \$425,000.
- The City of Rocklin’s Environmental Coordinator has reviewed the Whitney Community Park Amenities Upgrade and determined that it is exempt from review under the California Environmental Quality Act (CEQA) pursuant to California Code of Regulations Section 15301, 15303 & 15311 and has prepared a Notice of Exemption.
- The original agreement with PVT allows for a true up based on actual bids (see Exhibit A).
- The original grant was in the amount of \$388,000 which is lower than the bids received. Staff advised PVT of the difference and at their board meeting on Thursday, August 25, 2016 approved an additional amount of \$37,000. This brings the total amount available for this project to \$425,000.
- Upon approval, construction will commence in October and take approximately two months.

Conclusion & Recommendation:

- Staff recommends that the City Council award the bid to the lowest responsible bidder, Dominguez Landscape Services Inc. plus a contingency in the amount of \$10,000.00, for a total amount of \$425,000.
- City shall begin work upon receipt of all necessary contract documents.

Fiscal Impact:

- The project is funded using the PVT Grant (Fund 240) in the amount of \$388,000 plus an additional \$37,000 which was approved at the PVT Board meeting on Thursday, August 25, 2016.



Ricky A. Horst, City Manager
Reviewed for Content



DeeAnne Gillick, Interim City Attorney
Reviewed for Legal Sufficiency

Attachments:

Exhibit A – PVT Agreement

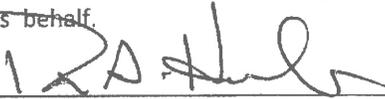
EXHIBIT A

PLACER VALLEY TOURISM
CAPITAL IMPROVEMENT GRANT AGREEMENT WITH THE CITY OF ROCKLIN

Date of Agreement: 4/26/16
 Grantee: City of Rocklin
 Grantee address: 3970 Rocklin Road, Rocklin, CA, 95677
 Grantee telephone: (916) 625-5285
 Grantee contact person: Rick Forstall
 Grant Amount: _____
 Project name: Whitney Community Park Amenity Upgrades

This grant is awarded by South Placer Tourism Corporation, dba Placer County Tourism ("PVT") subject to the following terms and conditions:

1. Grantee will perform all of the obligations described in the attached Exhibit A, which is incorporated herein by this reference.
2. Grantee agrees to indemnify and hold harmless PVT, its officers, directors, employees, agents, and volunteers from any claims of third parties arising out of any act or omission of the Grantee in connection with this Grant Agreement of the Event.
3. Waiver by PVT of any default of breach in compliance with the terms of this Grant Agreement by Grantee shall not be deemed a waiver of any subsequent default of breach and shall not be construed to be a modification of the terms of this Grant Agreement.
4. This writing is intended both as the final expression of the agreement between the parties hereto with respect to the included terms and as a complete and exclusive statement of the terms of their agreement. No modification of the Grant Agreement shall be effective unless and until such modification is evidenced by a writing signed by both parties. This Grant Agreement is not assignable.
5. The term of this agreement shall be effective as the date executed by all parties and shall continue for 10 years.
6. The goal of this project is to make the current playing fields at Whitney Community Park compatible for baseball and softball tournament play.
7. The parties shall attempt to resolve any disputes regarding or arising from this Grant Agreement using arbitration.
8. Each party intends for their relationship to be that of independent contractors.
9. Grantee shall not use or display PVT's trademarks except in connection with the Event in the manner authorized by this Grant Agreement.
10. Any Material Change to the Project shall be approved by PVT prior to the commencement of the changed activities. Material Changes to the Project include changes to the location and/or scope of the renovation. In the event approval is not obtained for a Material Change and PVT deems the Material Change inconsistent with the purpose of PVT, PVT shall have the right to terminate this Grant Agreement and recover any payments made.

<p>South Placer Tourism Corporation, dba Placer Valley Tourism APPROVED</p> <p>BY:  David Attaway, CEO</p>	<p>GRANTEE: On behalf of Grantee, I understand and agree to the forgoing terms of PVT's grant and hereby certify my authority to execute this agreement on Grantee's behalf.</p> <p>BY:  Ricky A. Horst, City Manager</p>
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PLACER VALLEY TOURISM
CAPITAL IMPROVEMENT GRANT AGREEMENT WITH THE CITY OF ROCKLIN

EXHIBIT "A"

1. **Grantee's Obligations.** In exchange for receiving the payments described below in section 2 of this Exhibit A ("Payments"), Grantee shall do all of the following:

- a. Complete the installation and/or construction of the following amenity upgrades to the baseball/softball diamonds at the Whitney Community Park located in Rocklin, California:
 - 8 bleachers with shade structure
 - 4 scorekeeper's booths with shade structures
 - 8 bullpens.
- b. Make its best effort to:
 - Begin the construction and installation within one year from the effective date of this Agreement
 - Continue using the baseball/softball diamonds at the Whitney Community Park in connection with tourism generating events for the life of this agreement.
- c. Make its best effort, in collaboration with PVT, to book events that generate tourism into or with Whitney Community Park ("facility/organization"). Grantee acknowledges that reserving the facility may require a minimum advance notice of 12 to 24 months.
- d. Provide PVT or its designated event organizer the fields at the Whitney Community Park at no charge annually:
 - One three-day holiday weekend dates
 - Three two-day weekend dates
 - Four mid-week dates

Combined total of 13 dates

The projected dates for 2017 would be as follows:

- Memorial Day Weekend (3 days)
- Second weekend in July
- Third weekend in July
- The mid-week days the last week in July
- Weekend in September-November upon mutual agreement.

Both parties understand that the dates may fluctuate slightly based upon the year and can be changed upon mutual agreement. Parties will meet in July each year to discuss and finalize dates for the following two years. Grantee will use best efforts to provide the fields for up to four additional tournament weekends a year for a rental fee.

- e. Grantee will provide temporary storage space to be accessible to Rocklin Pony Youth Baseball which will include additional space for portable mounds and other needed tournament equipment.*
- f. Prominently display PVT logos on signage recognizing PVT's contribution, in mutually agreed upon formats and locations for a minimum of 10 years. Grantee shall provide photographs of such displays to PVT.

- g. Comply with all the terms and conditions as presented at the PVT Board of Director's Meeting on February 25, 2016 attached hereto as Addendum A and incorporated herein.

Expenditure of Payments on improvements unrelated to Whitney Community Park without prior authorization from PVT shall constitute a breach of this Agreement, the remedy for which shall be an obligation to return to PVT payments expended on improvements unrelated to Whitney Community Park, up to 100% of the payments received by Grantee.

* A permanent storage unit is scheduled to be constructed as part of the agreement with Verizon Wireless and is proposed to be completed in the summer/fall of 2016. If, for some reason, the storage unit fails to be constructed in 2016 the City will coordinate with PVT on a future storage construction agreement.

2. Payment by PVT.

- a. PVT shall pay Grantee an amount not to exceed \$388,000.
- b. The amount specified above shall be paid on the following schedule:
 - i. On or before the award of the contract for construction, PVT shall pay Grantee one half of the total specified above.
 - ii. Upon completion of Whitney Community Park Amenity Upgrades PVT shall pay Grantee up the balance of the amount listed above along with any additional final costs that have been agreed upon by both the PVT and the City of Rocklin.

Addendum A
(see next page)

ADDENDUM A

Whitney Park Major Project

Staff Recommendation: Approve the major project as presented not to exceed \$388,000.

RESOLUTION NO. 2016-

RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF ROCKLIN
APPROVING A NOTICE OF EXEMPTION
(Whitney Community Park Amenities Upgrade Project)



BACK TO AGENDA

WHEREAS, the City of Rocklin’s Environmental Coordinator has reviewed the Whitney Community Park Amenities Upgrade Project (“Project”) and determined that it is exempt from review under the California Environmental Quality Act pursuant to California Code of Regulations Section 15301 – Existing Facilities, 15303 New Construction or Conversion of Small Structures and 15311 – Accessory Structures; and

WHEREAS, a Notice of Exemption has been prepared for the Project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Rocklin as follows:

Section 1. Based on the review and determination of the Environmental Coordinator, the City Council of the City of Rocklin finds that the Project is exempt from review under the California Environmental Quality Act.

Section 2. A Notice of Exemption is approved for the Project.

Section 3. Upon approval of the Project by the City Council, the Environmental Coordinator may file the Notice of Exemption with the County Clerk of Placer County and, if the Project requires a discretionary approval from any state agency, with the State Office of Planning and Research, pursuant to the provisions of Section 21152(b) of the Public Resources Code and the State EIR Guidelines adopted pursuant thereto.

PASSED AND ADOPTED this 27th day of September, 2016, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:
ABSTAIN: Councilmembers:

Gregory A. Janda, Mayor

ATTEST:

Barbara Ivanusich, City Clerk

NOTICE OF EXEMPTION

TO: County Clerk, County of Placer
2954 Richardson Blvd.
Auburn, CA 95604-5228

FROM: City of Rocklin
Public Services Department
4081 Alvis Court
Rocklin, CA 95677

Project Title: Whitney Community Park Amenities Upgrade Project

Project Location - Specific: The proposed project location is Whitney Community Park, 1801 Whitney Ranch Parkway, Rocklin, CA 95677.

Project Location - City: Rocklin, CA; **County:** Placer

Description of Nature, Purpose and Beneficiaries of Project: The proposed project would remove and replace the existing bleachers, install bullpens, install scorekeeper’s booths, install shade structures over the bleachers and scorekeeper’s booths, and repair and replace existing irrigation and landscaping at the four baseball/softball fields.

Name of Public Agency Approving Project: City of Rocklin

Name of Person or Agency Carrying Out Project: City of Rocklin Public Services, Attn: Rick Forstall, 4081 Alvis Court, Rocklin, CA 95677, (916) 625-5500

Exempt Status (Check one)

- Categorical Exemption (California Code of Regulations Sec. 15300 et seq.):** Section 15301 – Existing Facilities, 15303 – New Construction or Conversion of Small Structures and Section 15311 – Accessory Structures

Reasons why the project is exempt. The project involves improvements to the Whitney Community Park baseball/softball fields, as further described above. Class 1 exemptions consist of the repair and maintenance of existing public or private structures and facilities, involving negligible or no expansion of use beyond that existing at the time of the lead agency’s determination. Class 3 exemptions consist of construction and location of limited numbers of new, small facilities or structures, and Class 11 exemptions consist of construction or placement of minor structures accessory to (appurtenant to) existing commercial, industrial, or institutional facilities. The project as proposed is consistent with the exemption class descriptions noted above and is exempt pursuant to Classes 1, 3 and 11 of the CEQA Guidelines.

Contact Person: Rick Forstall, Public Services Director

Date received for Filing: _____

Signature: _____

Rick Forstall, Public Services Director

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BACK TO AGENDA

RESOLUTION NO. 2016-

RESOLUTION OF THE CITY COUNCIL
OF THE CITY OF ROCKLIN AUTHORIZING THE CITY MANAGER TO AWARD THE BID FOR
THE WHITNEY COMMUNITY PARK AMENITIES UPGRADE

The City Council of the City of Rocklin does resolve as follows:

WHEREAS, bids were opened on August 4, 2016, at 10:00 A.M. and examined and found to be in compliance with all applicable specifications; and

WHEREAS, the lowest responsible bid was determined to be \$415,000.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Rocklin as follows:

Section 1. The City Council awards the bid to Dominguez Landscape Services, Inc.

Section 2. The City Manager is hereby authorized to execute the Agreement attached hereto as Exhibit A and incorporated herein by this reference, for the Whitney Community Park Amenities Upgrade.

Section 3. The City Council hereby establishes the City Manager’s Change Order Authority in the amount of \$10,000.

PASSED AND ADOPTED this 27th day of September, 2016, by the following vote:

AYES: Councilmembers:
NOES: Councilmembers:
ABSENT: Councilmembers:
ABSTAIN: Councilmembers:

Gregory A. Janda, Mayor

ATTEST:

Barbara Ivanusich, City Clerk

EXHIBIT A

**CITY OF ROCKLIN
 AGREEMENT FOR THE CONSTRUCTION OF THE
 Whitney Community Park Amenities Upgrade**

THIS AGREEMENT, made and entered into this 27th day of September, 2016, by and between the CITY OF ROCKLIN, a municipal corporation, (hereinafter referred to as “City”), and Dominguez Landscape Services, Inc., a corporation duly organized and existing under the laws of the State of California, (hereinafter referred to as “Contractor”).

RECITALS

WHEREAS, the City Council of the City of Rocklin has awarded a contract to Contractor for performance of the work set forth herein.

AGREEMENTS

SECTION 1 - SCOPE OF WORK

Contractor agrees to furnish all tools, equipment, apparatus, facilities, labor and materials necessary to perform and complete in a good and workmanlike manner, and in strict accordance with the Contract Documents as defined in section 7 hereof, the work of:

Whitney Community Park Amenities Upgrade

City of Rocklin, Placer County, California, as called for in the drawings and specifications adopted by the City, which drawings and specifications have been executed by the parties to this agreement. It is understood and agreed that said tools, equipment, apparatus, facilities, labor and materials shall be furnished, and said work performed and completed as required in the Contract Documents, under the direction and supervision of, and subject to the approval of the City and its duly authorized representatives.

SECTION 2 - TIME OF COMPLETION

The work shall be commenced on the date specified in the City’s “Notice to Contractor to Proceed,” and shall be fully completed no later than 45 working days thereafter, or such additional time as may have been provided by change order, pursuant to the Contract Documents.

Time is of the essence of this agreement.

SECTION 3 - CONTRACT PRICE

City shall pay Contractor for the full and complete performance of this contract the sum of Four Hundred and Fifteen Thousand DOLLARS (\$415,000.00), subject to adjustments as provided in the Contract Documents.

SECTION 4 - MONTHLY PROGRESS PAYMENTS

Monthly progress payments shall be made in accordance with Article 23 of the General Conditions of these Contract Documents.

SECTION 5 - FINAL PAYMENT

Final payment shall be made in accordance with Article 25 of the General Conditions of these Contract Documents.

SECTION 6 - ACCEPTANCE OF FINAL PAYMENT AS RELEASE

The acceptance by the Contractor of final payment shall be and shall operate as a release to the City of any and all claims and all liability to the Contractor for all things done or furnished in connection with this work and for every act and/or neglect of the City or others relating to or arising from the work. No payment, however, final or otherwise, shall operate to release the Contractor or his sureties from any obligations under this contract or the performance and payment bonds required by this contract.

SECTION 7 - CONTRACT DOCUMENTS

The complete contract between the parties hereto shall consist of the following documents herein referred to as the "Contract Documents," on file in the Public Services Department:

- Notice and Information to Bidders
- Bid Form
- Designation of Subcontractors
- This Agreement
- Bidder's Bond
- Performance Bond
- Payment Bond
- General Conditions
- Special Provisions
- Contract Drawings and Plans
- Technical Specifications
- Duly Issued addenda

- Duly Issued interpretations
- Supplemental Drawings issued pursuant to Article 4 of the General Conditions
- Shop Drawings and Manufacturers' Instructions approved pursuant to Article 5 of the General Conditions
- Approved Change Orders
- Contractor's Guarantee and Warranty & Maintenance Bond

Such documents, collectively referred to herein as the Contract Documents, hereby are incorporated herein by this reference and made a part hereof.

SECTION 8 – CONTRACTOR REGISTERED AND QUALIFIED TO PERFORM PUBLIC WORK

A contractor or subcontractor shall not be qualified to bid on, be listed in a bid proposal, subject to the requirements of Section 4104 of the Public Contract Code, or engage in the performance of any contract for public work, as defined in this chapter, unless currently registered and qualified to perform public work pursuant to Section 1725.5 of the Labor Code. It is not a violation of this section for an unregistered contractor to submit a bid that is authorized by Section 7029.1 of the Business and Professions Code or by Section 10164 or 20103.5 of the Public Contract Code, provided the contractor is registered to perform public work pursuant to Section 1725.5 of the Labor Code at the time the contract is awarded.

IN WITNESS WHEREOF, the parties hereto executed this agreement the day and year first above written.

CITY OF ROCKLIN

By: _____
Ricky A. Horst, City Manager

Contractor:

(Name)

(Official Title)

(Business Address)

(License Number)

APPROVED AS TO FORM:

DeeAnne Gillick, Interim City Attorney

ATTEST:

Barbara Ivanusich, City Clerk

d:\legal\engineering\public works\public works bid documents\



BACK TO AGENDA

City Council Report

Subject: Guest Quarters – Informational Item

Date: September 27, 2016

**Submitted by: Marc Mondell, Economic and Community Development Director
Laura Webster, Director Office of Long Range Planning
Bret Finning, Planning Services Manager**

Department: Economic and Community Development

Information Request

At the August 9, 2016 City Council Meeting staff was asked to bring forward an informational report regarding how Guest Quarters were currently being addressed in Rocklin.

Background and Discussion

Historically the City has classified Single Family Residential Dwelling Units as either a Primary Residence or as a Secondary Residential Unit that meets the definition, use and size characteristics of what the Rocklin Municipal Code (RMC) identifies as a Secondary Residential Unit.

In abbreviated terms a Secondary Residential Unit may be either attached to or detached from the primary residence, may have a completely separate entry, can include full kitchen facilities, can be issued a separate address, may have separate utility service, can be a rental unit, may have multiple bedrooms, must meet the same setbacks and height limitations as the primary residence and its size cannot exceed 40% of the square footage of the primary residence. Off-street parking requirements apply to these units to reduce the potential impacts on the residential neighborhood. Impact fees that are applied at building permit in most cases are similar to those collected for primary residential units with very limited exceptions in certain fees. Much of the regulations regarding Second Units is dictated by State Law. (See Attachment 1 of this staff report for current sections of the RMC that define use and development standards applicable to Secondary Residential Units).

Approximately 1 year ago, the Community Development Department was approached by new home builders that were interested in providing "Guest Quarters" that are integrated within a Single Family Residence with full kitchen amenities, a single bedroom, are not intended as a rental or entirely independent unit, but to accommodate a growing market demand for extra living space for extended

family members (such as aging parents, adult age children, etc.). The builders were also looking for relief from the standard impact fees (traffic, parks, etc.) that would typically be charged if the Guest Quarters were defined as Secondary Residential Units.

Community Development Department staff undertook an internal study of the issue and developed a policy interpretation designed to allow flexibility, but also minimize the impacts of these uses and their potential effect on the neighborhoods in which they would occur. The basic premise was that if the purpose of these facilities was to accommodate extended family and other similar situations that it should be integrated into the home rather than clearly a separate component from it. The number of bedrooms also would need to be limited to reduce potential impacts on neighborhood parking and other City facilities and services. The distinction between a Secondary Residential Unit and Guest Quarters needed to be clarified accordingly.

The Policy Determination developed by staff in 2015 defining Guest Quarters and applicable standard is provided below:

CITY OF ROCKLIN STANDARDS FOR GUEST QUARTERS

Economic Community Development Department Policy Statement:

The City of Rocklin’s Housing Element identifies strategies and programs focusing on:

- Conserving the existing housing supply;
- Assisting in the provision of housing that matches supply with need and maximizes housing choice throughout the community;
- Ensuring the availability of adequate housing sites for all income groups;
- Removing governmental and other constraints to housing investment;

This policy, which may change from time-to-time, sets forth mandatory criteria for “guest quarters” which are not intended to function as a fully independent living unit as does a principal residence or secondary residential unit.

Guest Quarters Criteria:

1. The guest quarters must be located in a residential zoning district.
2. The guest quarters must be attached to the principal residence.
3. There must be an internal connection between the guest quarters and the principal residence.
4. The guest quarters must be served by the same utility systems (i.e.. water, sewer, electrical panel, and HVAC) provided to the principal residence. Does not include television, internet or telephone service.

5. The guest quarters must have no more than one bedroom and cannot exceed 40% of the square footage of the principal residence.
6. A minimum of one garage parking space must be provided in addition to parking for the principal residence.
7. The guest quarters must share the same address as the principal residence (cannot have a separate address).

If all of the above criteria have been met then the guest quarters may include separate cooking facilities from the principal residence. Separate cooking facilities include stoves, ovens, and cooktops that are heated by means of convection or heating element. Stand-alone microwaves, toaster ovens, and hot-plates do not constitute separate cooking facilities.

If all of the above criteria have been met then the guest quarters are not subject to additional impact fee assessment or fire wall separation from the principal residence.

If any of these criteria are not met or if the living space is detached from the principal residence then it is considered a Secondary Residential Unit for purposes of Building Code regulations and application of additional impact fees.

City of Rocklin, Guest Quarter Requirements Established 09-11-15

The above Policy Determination has received positive feedback from the development community and to staff's knowledge has made it simpler and more financially feasible for new home builders and existing homeowner's to accommodate the needs of extended family and other similar situations.

As part of the preparation of this report, City staff has also researched how Guest Quarters and Secondary Residential Units have been addressed by other jurisdictions in the region. The results of that research effort is summarized in the following table.

Jurisdiction	Define / Allow Guest Quarters Separate from Second Units?	Application of Impact Fees for Second Units	Application of Impact Fees for Guest Quarters	Other Comments?
City of Auburn	Yes, with a use permit but full kitchen is not allowed	Yes – Same as fees charged for primary residences	Only subject to sewer, school and building permit fees	Guest quarters must be a detached living area.
City of Elk Grove	Yes, but full kitchen is not allowed	Yes – Same as fees charged for primary residences	Only subject to building permit fees	None
City of Folsom	Yes, but bedrooms and bathrooms only - kitchens are not allowed	No - Impact fees are not charged. Only Bldg Permit, Plan Check, School fees, etc.	No - Impact fees are not charged. Only Bldg Permit, Plan Check, School fees, etc.	Lots must have 6,000 sq ft min. to have a guest house
City of Lincoln	Yes, but kitchens of any kind are not allowed	Yes – Same as fees charged for primary residences	Only subject to building permit fees	One residence must be owner occupied to have a Second Unit. Guest quarters are considered an accessory structure or use and cannot be rented out
Placer County	Yes, but kitchens of any kind are not allowed	Yes – Fees are less than those charged for primary residences	Only subject to building permit fees	One residence must be owner occupied to have a Second Unit. Guest quarters are considered an accessory structure or use and cannot be rented out
City of Roseville	City Codes only define and address Second Units. Guest Quarters are not defined or addressed.	Yes – Impact fees are charged for second units.	N/A	Second units are allowed in accordance with State Law.

Conclusion

At this time it appears that Rocklin's ECD Policy Determination provides the greatest amount of flexibility in terms of allowing Guest Quarters through their definition (by allowing Kitchen facilities), with regard to exemptions from the application of impact fees to these features, as well as ease of process, when compared to nearby jurisdictions.

To this point staff believes this Determination has been successful in meeting the market demands experienced by homebuilders and the desires of existing residents while minimizing the potential for negative impacts on residential neighborhoods.

We hope this information has been helpful and staff welcomes any additional feedback and questions from the City Council on this topic.

Attachments

Attachment 1 – RMC Sections Pertaining To Secondary Residential Units



Ricky A. Horst, City Manager
Reviewed for Content



DeeAnne Gillick, Interim City Attorney
Reviewed for Legal Sufficiency

Attachment 1

Current RMC Sections Addressing Secondary Residential Units

17.08.160 - Secondary residential units.

- A. Each secondary residential unit shall consist of one complete dwelling unit, as defined in the Uniform Building Code. A one-bedroom secondary residential unit shall be a minimum two hundred seventy-five total square feet in area. Additional bedrooms or rooms designated other than bedrooms, with the exception of utility, heating and air-conditioning rooms, shall increase the total square footage of the dwelling unit by a minimum of seventy square feet per room. The secondary unit shall not exceed forty percent of the square footage of the principal residential unit excluding garages.
- B. When a new dwelling unit is proposed on a lot already improved with a principal residential unit, either the new unit or the existing unit may be designated as the secondary residential unit. The extent to which design and location of the two units clearly distinguish the principal residential unit from the secondary residential unit shall be considered in approving any second unit.
- C. Secondary residential units are not accessory uses or accessory structures.
- D. Secondary residential units shall follow all principal residential unit zoning standards for the zone in which it is located.
- E. To assure the appearance of secondary residential units will be compatible and harmonious with the use and enjoyment of surrounding properties and to protect property values within the community, secondary residential units shall be designed and constructed to be compatible with the primary residential structure and the immediate neighborhood. Height, form, materials, and design of the secondary residential structure shall include the most aesthetically pleasing features, themes, or elements of the primary residential structure and the neighborhood in which it is located.
- F. Notwithstanding any other provision of the Rocklin Municipal Code, secondary residential units shall be considered a permitted use in any General Development Plan that lists secondary residential as conditional uses.
(Ord. 881 § 4, 2004).

17.66.155 - Secondary residential units – Parking Requirements.

Secondary residential units shall provide one parking space per each one-bedroom unit. The parking space shall be within a garage, a carport, or a paved, uncovered space located within the buildable portion of the lot, excluding required setbacks. Units with two or more bedrooms

shall provide two parking spaces. The parking spaces shall be within a garage, a carport, or two paved, uncovered spaces located within the buildable portion of the lot, excluding required setbacks.



BACK TO AGENDA

City Council Report

Subject: Police Department Strategic Plan for FY16/17

Submitted by: Ron Lawrence, Chief of Police **Date:** September 27, 2016

Department: Police Department

Staff Recommendation: None. Report for information only

BACKGROUND:

Attached is the Police Department’s Strategic Plan Update for FY16/17.

CONCLUSIONS:

In our continual efforts to be transparent and open with police operations, we are pleased to share with the community our Strategic Plan, which outlines goals and objectives the Police Department is focusing on during FY16/17.

Ricky A. Horst, City Manager
Reviewed for Content

DeeAnne Gillick, Interim City Attorney
Reviewed for Legal Sufficiency

Attachments:

- Rocklin Police Department Strategic Plan Update for FY16/17



Rocklin Police Department

Strategic Plan Update - FY16/17

July 1, 2016 – June 30, 2017



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Message from the Chief



Chief Ron Lawrence (appointed 2011), and City Marshal Sam Shannon (elected circa 1901)



responsibility of an elected City Marshal who led Deputy City Marshals, until the position was retitled to an appointed Police Chief and the Department became the Rocklin Police Department sometime around WWII. This blended picture depicts Rocklin’s present standing with our past, symbolic of our proud tradition to keep the peace in Rocklin. Without a solid *mission* to follow and a *vision* for our future, our proud tradition of keeping the peace may very well have been lost. With a good Strategic Plan to accomplish our Mission and Vision, we remain focused on important tasks that have made Rocklin great since 1893.

Sincerely,

Ronald A. Lawrence
Chief of Police

The City of Rocklin incorporated on February 24th, 1893. Since the City’s beginning, brave men and women have served this community by swearing an oath to uphold and defend the Constitution of the United States, the Constitution of the State of California, and enforce Federal, State and local laws.

While law enforcement is a big part of what we do, it’s not who we are or what our profession is about. Our authority comes from the California Penal Code, which defines sworn officers as “Peace Officers,” and we are charged with keeping the peace. *Law enforcement*, therefore, is only a part of our professional obligations. Yes, we enforce the laws of the land, but keeping the peace is a far more accurate and appropriate explanation of what we do and who we are as a profession; particularly in Rocklin.

Since incorporation in 1893, Rocklin has had few people serve as its head law enforcement official and I am honored to be a part of a long history of dedicated police chiefs. From 1893 until the 1940’s, policing in Rocklin was the

Overview

Benefits of a Strategic Plan

- 1. Community Perceptions and Needs:** The Police Department recognizes that we are only successful if our community has confidence and trust in our professionalism, skill and knows that we are empathetic to those in need of help. The public's trust in our ability to police their community is our greatest asset. By being transparent with our Strategic Plan, and inviting the public's input on direction, we are better able to serve our citizens.



Annual Class-A Uniform Inspection, June/2016



- 2. Building Community Partners:** Building partnerships takes time and dedication, and is often not a “traditional policing” model to follow. Our unique philosophy is one that we not only *serve* the public, but we *ARE* the public, and the public is us. We feel fortunate to have been chosen to guard this wonderful community from danger, and we leverage our community partnerships to maintain Rocklin as a safe city.
- 3. Internal Agency Improvements:** The Rocklin Police Department continually strives for improvement. We have achieved accreditation since 2008 through the Commission on Accreditation for Law Enforcement Agencies (CALEA), which is an arduous and challenging accomplishment. The CALEA accreditation process is a voluntary commitment we make to hold ourselves accountable to provide the gold-standard of public safety.
- 4. City Governance – Team Rocklin:** *Team Rocklin* is a phrase the City of Rocklin uses to symbolize that our government works together as one team to provide a high-quality of life to our community. Team Rocklin brings together all City Departments when we are faced with any issue or problem, solving them together. The success of the Police Department is a shared success with the entire Team Rocklin.

Police Dept. Strategic Goals & Objectives

Police Department (FY15/16)	
1.	GOAL: Promote Effective Government Objective: Achieve Reaccreditation
2.	GOAL: Promote a Safe and Secure Community Objective: Implement Strategies to Address High Crime Areas
3.	GOAL: Promote a Safe and Secure Community Objective: Implement Strategies to Address Traffic Complaints & Traffic Safety
4.	GOAL: Promote a Safe and Secure Community Objective: Engage community youth through current and new innovative programs that support quality of life by building character and values.
5.	GOAL: Promote a Safe and Secure Community Objective: Improve 9-1-1 Center Efficiency
6.	GOAL: Promote a Safe and Secure Community Objective: Enhance Investigative Efficiencies and Crime Solvability Rates.
7.	GOAL: Promote a Safe and Secure Community Objective: Determine appropriate police staff for all City events.

Objective Description & Supporting Actions

Each of these seven goals represents an *Area of Strategic Emphasis* as determined by the City Council (see Addendum One). Each goal and objective is outlined in detail on the following pages to include a description of the objectives as well as supporting action items. We developed each objective and all supporting actions with consideration to *Factors Affecting our Strategic Plan* (Addendum Two), and a thorough *SWOT Analysis* (Addendum Three).

1. Goal: Promote Effective Government

Objective: Achieve Reaccreditation

Description of Objective: Successfully achieve reaccreditation through the Commission on Accreditation for Law Enforcement Agencies (CALEA), with the objective of achieving these overarching goals:

- Strengthen crime prevention and control capabilities;
- Formalize essential management procedures;
- Establish fair and nondiscriminatory personnel practices;
- Improve service delivery;
- Solidify interagency cooperation and coordination; and
- Increase community and staff confidence in the agency.

Supporting Actions:

- Analyze and review Police policies and procedures to ensure
 - a) Compliance with Federal, State and local laws
 - b) Compliance with CALEA standards
 - c) In alignment with industry best-practices
- Provide adequate “proofs” to demonstrate compliance with CALEA standards which indicate department practices are in compliance with policies and procedures
- Conduct a successful CALEA on-site in December/2016
- Attend CALEA Conference in Mobile, Alabama, March 22-25, 2017
- Achieve reaccreditation March 25, 2017



2. Goal: Promote a Safe and Secure Community

Objective: Implement Strategies to Address High Crime Areas

Description of Objective: Identify specific areas of high crime/disorder and develop approaches that combat disorder.

Supporting Actions:

- **Re-implement Rockstat**
 - a) Utilizing crime analysis crime data identifying top five areas of criminal activity
 - b) Collaborate with patrol teams on addressing issues to reduce crime
- Conduct analysis of current geographical beat structures to ensure most efficient deployment of resources and response times
- Implement Data Driven Approach to Crime and Traffic Safety (DDACTS)
- Enhance misdemeanor book, cite & release program from Department to discourage misdemeanor crimes
- Monitor progress of implemented actions by measuring an increase or reduction in crime
- Conduct a per-capita crime index for each patrol beat to ensure a more accurate reflection of crime rates.

Rocklin PD Honor Guard,
California Peace Officer Memorial Week

Sacramento, CA

May/2016



3. Goal: Promote a Safe and Secure Community

Objective: Implement Strategies to Address Traffic Complaints & Traffic Safety
Description of Objective: Identify specific areas of high traffic collisions and traffic complaints; develop approaches that reduce traffic collisions and address traffic complaints.

- Supporting Actions:**
- Re-implement Rockstat
 - a) Utilizing crime analysis traffic collision data identifying top five areas of traffic collisions
 - b) Collaborate with patrol teams and Traffic Unit on addressing issues to reduce traffic collisions
 - Conduct analysis of Traffic Unit effectiveness in reducing traffic collisions and addressing traffic complaints
 - Implement Data Driven Approached to Traffic Safety (DDACTS)
 - Monitor progress of implemented actions by measuring an increase or decrease in traffic collisions
 - Increase use of social media to create community awareness of laws, events, and enforcement programs.



**Motor Officers
Jason Maschmeyer
and
Dan Groff**



4. Goal: Promote a Safe and Secure Community

Objective: Engage community youth through current and new innovative programs that support quality of life by building character and values.

Description of Objective: Maintain and strengthen current youth programs designed to create positive relationships with law enforcement, seek new youth programs that support character building and develop strong values.

- Supporting Actions:**
- A. Continue current youth programs:
 - School Resource Officer (SRO) / Youth Service Officer (YSO)
 - Engage RUSD on annual school safety plans
 - Explorer Program
 - Police Service Aid
 - Juvenile Diversion
 - Every-15-Minutes program
 - Child ID program
 - Police Activities League (RockPAL)
 - Lemonade with the Law
 - Child safety education classes at RUSD

 - B. Search for and implement new and innovative youth programs such as:
 - Junior Police Academy (6th – 8th grade)
 - Bicycle safety fair (bicycle rodeo)

 - C. Provide annual updates to Rocklin Unified School District (RUSD), and Sierra College about on campus crime trends and program implementation

Volunteer Jakub Gebczak
and
Reserve Officer Doug Vance
Johnson Springview Park/2015



5. Goal: Promote a Safe and Secure Community

Objective: Improve 9-1-1 Center Efficiency

Description of Objective: Explore short and long-term enhancements of staffing in public safety 9-1-1 center.

Supporting Actions:

- A. Review of current staffing model in 9-1-1 Communications Center
 - Assess current shift schedule
 - Consider alternative shift schedules
- B. Analysis of recruitment, hiring, training and retention practices in 9-1-1 Communications Center
- C. Workload study completed of 9-1-1 Communications Center
- D. Review of previous study exploring consolidation of Public Safety Answering Point (PSAP) and 9-1-1 Centers with other jurisdictions to determine feasibility
- E. Develop system of accountability through call audits



**Rocklin Police and Fire 911
Emergency
Communications
Center/2016**



6. Goal: Promote a Safe and Secure Community

Objective: Enhance Investigative Efficiencies and Crime Solvability Rates.

Description of Objective: Maintain critical functions of the Investigations Unit to investigate crimes, measure and improve crime solvability rates.

Supporting Actions:

- A. Perform workload analysis of Investigations Unit
- B. Ensure adequate staffing, tools and training to maintain top quality investigations
- C. Host quarterly or biannual regional criminal Investigators meeting
 - Explore opportunities for agency cooperation
- D. Collaborate with Placer County District Attorney's Office on areas of improvement
- E. Develop system to track crime solvability rates
 - Report results regularly to police management staff
 - Share results in overall Rockstat analysis



Rocklin Police Detective
Tina Mueller/2016



7. Goal: Promote a Safe and Secure Community

Objective: Determine appropriate police staff for all City events.

Description of Objective: Develop a system to establish appropriate levels for police staffing at City sponsored or co-sponsored events.

Supporting Actions:

Create a mechanism for management and supervisory staff to easily and quickly identify appropriate levels of police staffing required for City sponsored events to ensure adequate levels for public and officer safety. Some examples of City sponsored or co-sponsored events include, but are not limited to the following:

- Concerts at Quarry Park
- Woofstock
- Run Rocklin
- Cool Cars, Hot Chili
- Patriot Day
- Public Safety Fairs
- Music / Movies in the Park
- Food Truck Mania



Quarry Park Amphitheater
2016



Police Mission, Vision & Values

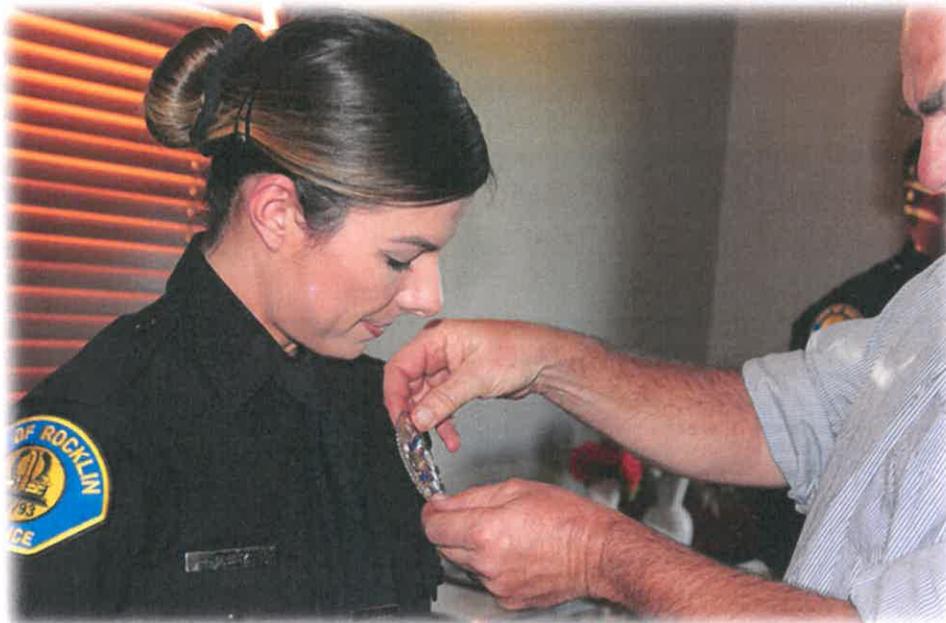
We review our Mission, Vision, and Values statements annually to ensure they continue to meet the needs of our department and community. For FY16/17 they will go unchanged.

Mission: *We are committed to serve, protect and promote a safe community.*

Vision: *Rocklin PD will be known far and wide for excellence. Citizens will trust and respect us, young people will admire us and criminals will fear us. The streets will be cleaner, safer and less traveled by those who would do harm to our community. Other agencies will strive to achieve what the Rocklin badge represents: pride, professionalism and teamwork.*

Values:

- **Respect** – We value our citizens and each other. We recognize our responsibility to maintain order while affording dignity and respect to every individual. We treat members of the public and fellow employees with consideration by being attentive, patient and courteous.
- **Integrity** – We practice honest and responsible behavior, consistent with our code of ethics, thus generating pride, confidence and trust in local government.
- **Accountability** – We are accountable to citizens for our performance, use of resources, and stewardship of assets. We are accountable to each other for attainment of our mission, vision, and the adherence to our values.
- **Quality Service** – We commit ourselves to excellence by providing the highest quality service possible to make our community a better, safer place to live.



Officer Veronica Nitz and Father during Badge-Pinning Ceremony, February/2016



Guiding Principles



Quinn Quarry at Quarry Park, Rocklin CA



City of Rocklin Vision Statement:

To become a city that provides its residents with an exceptional quality of life while maintaining its small town sense of community.

City of Rocklin Vision Principles:

The City vision principles define Rocklin’s future in terms of community values, providing detail to support the implementation of the Vision Statement.

- Rocklin celebrates and builds on its rich history by protecting natural and cultural resources.
- Rocklin views the safety of its citizens as vital and places a priority on public safety and emergency response.
- Rocklin values education and its benefit to the community and is an active partner and supporter of community schools.
- Rocklin is a community of neighborhoods; each unique and essential in preserving and promoting a diverse and welcoming community.
- Rocklin emphasizes citizen engagement and views it as the cornerstone for community decision making.
- Rocklin supports convenient shopping and services, easily accessible by neighborhood residents wishing to walk, bicycle or drive.
- Rocklin supports the opportunity for a variety of businesses and service providers to operate in the city to serve residents.
- Rocklin values community recreation programs and a park system serving all residents. Recreation areas and parks are linked by a network of pedestrian routes and bikeways, so that everyone resides within an easy walk or bike ride to a park.
- Rocklin supports a variety of mobility options because they are essential to its economic vitality and quality of life.
- Rocklin strives to be a sustainable community, both economically and environmentally.

Methodology

In January of 2015, the Rocklin City Council met to establish priorities for city government during Fiscal Year 15/16, setting their vision and high-level policy for the City. The outcome was the establishment of five *Strategic Areas of Emphasis* which aim to frame the Police Strategic Plan. The City of Rocklin’s Strategic Areas of Emphasis include:

- Maintain and Enhance the Physical Environment
- Promote a Safe and Secure Community
- Promote Economic Vitality
- Promote a Sustainable Community
- Promote Effective Government



Police Department Strategic Plan Update (FY16/17)

July 1st, 2016 – June 30th, 2017

ADDENDUM ONE

City Council **~ Strategic Areas of Emphasis ~**



City Council - Strategic Areas of Emphasis

City of Rocklin (FY15/16)
Maintain and enhance the physical environment
Promote a safe and secure community
Promote economic vitality
Promote a sustainable community
Promote effective government

Maintain and Enhance the Physical Environment

A Strategic Area of Emphasis of the City of Rocklin is to provide a clean and well-maintained environment for individuals who live, work and play within its boundaries. Rocklin's public facilities and infrastructure play an essential role in the fabric of the community, and the City seeks to develop and maintain infrastructure that is community-serving, resilient, high-performing, cost-effective, resource-efficient and environmentally friendly.

Public infrastructure consists of a range of facilities including streets and transportation systems, sewer, storm drainage, flood control and solid waste disposal facilities; water, gas and electric utilities, recreation and landscape facilities; and other local government facilities. Rocklin public facilities play a critical role in providing social services to residents, which enhance neighborhood stability, supplement housing and economic opportunities for community members and otherwise affect day-to-day life in the City.

The City of Rocklin seeks to integrate both the traditional and emerging best practices in urban planning, public policy and participatory community efforts. The extensive building and construction activity over the years have had a significant impact on the environment and the use of resources (materials, energy, water and land). Understanding the relationship between the physical infrastructure and the environment will help Rocklin plan effectively for future land uses, transportation, housing and civic facilities that shape the quality of life for residents.

Promote a Safe and Secure Community

The Strategic Area of Emphasis to maintain a safe and secure community is fundamental to the health, quality of life and economic vitality of the City of Rocklin. There are three departments

with primary responsibility for maintaining safety and security of the Rocklin community: Police Department, Fire Department and Office of Code Compliance.

Promote Economic Vitality

The City of Rocklin Economic Development Strategy emphasizes the continued development of a diverse economic base pursuing business sectors with the best potential to grow and prosper. Rocklin's diverse economic base will be a stabilizing force through periods of economic downturn and serve as a fiscal foundation once our community hits build out. Local economic development policies constitute the primary activity that local governments can undertake to enhance economic growth in the community. A City of Rocklin's size and attributes must be selective in how it competes for economic growth; limited economic resources must be deployed in a manner that builds on the city's underlying strengths. Rocklin must support and sustain a business environment that contributes to economic prosperity and improves the economic well-being and quality of life for our citizens.

Promote a Sustainable Community

Rocklin's distinct identity and quality of life is attributable to its heritage as a family oriented progressive community with a variety of residential neighborhoods. Rocklin remains attractive for business and private investment with ample space for new development and redevelopment.

Rocklin's future prosperity will rely on maintaining a sustainable quality of life through a mix of land uses, a safe community with no visible signs of deterioration, an efficient circulation system that promotes alternative modes of transportation and abundant open space and recreational amenities. These attributes along with a strong economic base will preserve and build upon Rocklin's sense of uniqueness, cultural and social diversity and a strong sense of community.

Promote Effective Government

Another key Strategic Area of Emphasis is to promote effective government to efficiently serve the needs of the Rocklin community. Effective government is central to the mission of the City. It impacts the Rocklin community both through the provision of services and the quality of those services.



Police Department Strategic Plan Update (FY16/17)
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ADDENDUM TWO

~ Factors Affecting our Strategic Plan ~



Factors Affecting Our Strategic Plan

As of May of 2016, the California Department of Finance estimates the City's population at 60,351¹. Anticipated build-out population is estimated to be approximately 80,000 residents.

Internal Department Factors

- Current police workforce: Highly-motivated, skilled and professional employees make the Rocklin Police Department shine. Department morale remains healthy.
- Public safety staffing: Staffing has improved with the addition of 1.5 Full Time Employees (FTE's) this Fiscal Year, bring our numbers at year-end to 58 sworn, 27 Professional Staff, 12 part-time Professional Staff and approximately 100 Volunteers.
- Retirements: Succession planning will remain a critical component of our department's future over the next decade. Several personnel in supervisory, management and command staff positions are anticipated to retire over the next 5 to 8 years. Succession planning efforts will continue to ensure a smooth transition of leadership at all ranks within the department for future years.



External Local Factors

- Crime Rate: Rocklin experienced a small rise in Part-I crime during 2015, increasing from 17.8 during 2014 to 21.3 during 2015 for every 1,000 residents; however, most violent crimes remained low during 2015. Property crimes, mostly related to larceny/theft, auto-theft, and robbery experienced increases. Rocklin continues to be one of the safest cities with one of the lowest crime-rates within the greater Sacramento Region.
- Residential Growth & Commercial Base: Growth in the City over the pasts two years has begun to increase. Over the next few years, the City is expected to grow closer to a build out population with approximately 80,000 residents.

¹ California Department of Finance, Sacramento, CA, May/2016

- New residential growth: New residential growth continues as Rocklin's economy improved. Several new housing developments are completed or currently underway. Much of the new development is City infill projects, while the North/West quadrant of Whitney Ranch remains one of the biggest areas for new development of open land. With more growth come additional calls for service.
- New commercial growth: Commercial development around Interstate-80 and Sierra College Boulevard area has brought several new businesses to town. That section of the City has experienced tremendous new commercial growth which has also generated additional calls for service. This commercial growth has also caused retail crime such as shoplifting, theft and burglary from parked cars to increase.
- City government: The Police Department enjoys many partnerships with other City departments as well as other organizations outside of City government. Other local law enforcement agencies around us for example, have allowed Rocklin police to leverage a cooperative sharing of resources and staffing during mutual aid emergencies.

Impacts from State of California

- Proposition 47: Passed by voters in November of 2014, Prop 47 reduced classifications of many *non-serious and nonviolent property and drug crimes* from a felony to a misdemeanor. Specifically, the initiative mandated misdemeanors instead of felonies for "non-serious, nonviolent crimes," unless the defendant has prior convictions for murder, rape, certain sex offenses or certain gun crimes. This includes possession of drugs, stolen property with a value less than \$900, and commercial burglary if the business was open to the public at the time of the crime. Most law enforcement officials in California point to Proposition 47 as the cause of an increase in property crimes throughout the State during calendar year 2015.
- Marijuana Legislation: Proposition 64, the "*Adult Use of Marijuana Act*," will be decided by California voters in November/2016. Should it pass, it would legalize home-grows of marijuana for adults to possess up to six (6) marijuana plants inside their homes, and would legalize possession/use of marijuana. Police chiefs across California are alarmed at the potential negative impact this Proposition will have upon the state, particularly having observed the negative impacts on states such as Colorado and Washington. This Proposition would allow convicted felons to legally obtain a state license to sell marijuana in California. While the actual impacts are unknown at this time, it presents significant issues for Rocklin.



Police Department Strategic Plan Update (FY16/17)
July 1st, 2016 – June 30th, 2017

ADDENDUM THREE

~ S.W.O.T. Analysis ~



S.W.O.T. Analysis

While drafting our Strategic Plan it is important to take a critical, high-level review of the organization to ensure an objective assessment Strengths, Weaknesses, Opportunities, and Threats (S.W.O.T.). This S.W.O.T. analysis is a broad means of considering both internal aspects (strengths and weaknesses), as well as external influences (opportunities and threats). The S.W.O.T. analysis is not intended to be a specific or detailed review of the Police Department, as our on-going CALEA accreditation process accomplishes a detailed level of specificity and analysis. This S.W.O.T. analysis provided a guide for developing our Strategic Plan.

STRENGTHS

Professional, Skilled and Empathetic Employees

The Rocklin Police Department continues to attract quality people who are recruited to join a professional, highly-skilled and empathetic team. The employees who work at the Police Department and serve our citizens, do so with high regard to our community and the reputation of our organization. It is clear that our workforce continually strives to achieve our Vision Statement: *Rocklin PD will be known far and wide for excellence. Citizens will trust and respect us, young people will admire us and criminals will fear us. The streets will be cleaner, safer and less traveled by those who would do harm to our community. Other agencies will strive to achieve what the Rocklin badge represents: pride, professionalism and teamwork.*

The Police Department has established a “Guardian” philosophy in the care of our community. We take pride in treating every member of the public as though they are our neighbor. Even those individuals we arrest are treated with respect and dignity. Our aim is not to be a “law enforcement” agency, but rather “peace keepers” who are charged with the responsibility of keeping the peace, which includes enforcement of the law as a part of our overall responsibilities.

Leadership / Succession Planning

Our police department has continually employed and nurtured good leadership. We have used succession planning as a model to allow employees to step into leadership roles at all levels. The Police Department has much strength in the leadership of our team, and evidenced by operational decisions being made at the lowest level of the organizational chain as possible. Empowerment to be creative and innovative are strengths that our leaders enjoy and leverage to keep our City safe.

Recognition

Twice annually, the general membership of the police department is formally recognized for acts of heroism, bravery, and performance above and beyond expectations. These occur at an annual Rocklin Police Honors and Awards ceremony (covering a calendar year), as well as the Placer County Law Enforcement Agencies (PLEA) Honors and Awards banquet (covering a fiscal year). Additionally, there

are individual recognition events for specific awards such as the Mothers Against Drunk Driving (MADD), Organization of Public Safety Telecommunications (OPST), and other outside recognition that occurs.

In addition to formal public recognition, the department recognizes employees whenever they receive a citizen commendation or an internal commendation from a supervisor. These are collated through an electronic filing system (Blue-Team) and maintained electronically in the department's Professional Standards Unit system (IA-Pro), as well as forwarded to the Human Resources Department to be included in the employee's personnel file.

Support from City Council and other City Departments

The Rocklin City Council and other departments within the City government continue to provide much support to the Police Department. City governance uses a phrase "*Team Rocklin*," to maintain focus on overall City goals, and *Areas of Strategic Emphasis*, as well as to foster an atmosphere of collaboration in service to our community.

Local Employment Pipeline Programs

Hiring employees who live in the Rocklin or South Placer region is a benefit to the organization and City. By recruiting locally, we find people loyal to the City and the Police Department who are committed to protecting their own community as guardians. Our CALEA accreditation standards ensure hiring practices match our community's demographics and available workforce. A few programs help us to be very successful in the development and hiring of professionals and prepare them for a career in policing Rocklin.

- Police Explorer Program (Post 1893)
- Police Service Aide (PSA) program
- Reserve Police Officer program
- Police Volunteer Program
- Rocklin Police Activities League (Rock-Pal)
- Rocklin Junior Police Academy

Police Volunteer Program

The Rocklin Public Safety Volunteer Program is a tremendous asset to the Department and the City. We typically enjoy between 100 and 120 Volunteers who commit their time to participate in meaningful assignments to help keep their community safe. This year the Volunteer Program will be receiving an award from the International Association of Chiefs of Police, the second time our program has received recognition from this esteemed association.

Accreditation

The Commission on Accreditation for Law Enforcement Agencies (CALEA) is a voluntary law enforcement accreditation that the Police Department has achieved since 2008. This is a challenging

process on a three-year cycle, but must be maintained on an on-going and regular basis. Accreditation establishes a best-practices frame work for the management and operations of a police agency and holds the Rocklin Police Department accountable for ensuring the gold-standard of public safety is provided to the Rocklin community. Only 5% of law enforcement agencies in the U.S. have achieved CALEA accreditation, and of nearly 600 law enforcement agencies in California, there are less than 20 that are CALEA accredited in California.

Engaged & Supportive Community

The past few years have been extremely challenging for American policing. A few communities in the United States have experienced a disconnect between their local police department and the community they serve. Some of these communities have seen significant negative repercussions as a result of a lack of trust in their local police department.

The Rocklin Police Department recognizes the critical importance of building and sustaining long-term positive community relationships. The employees within the department work diligently to build and maintain partnerships with community at every opportunity. This has resulted in a highly engaged and supportive community who respect and stand by their local Rocklin Police Department.

Regional Public Safety Collaboration

The surrounding police and sheriff jurisdictions in Placer County have always maintained positive working relationships. The police departments of Roseville, Lincoln, Auburn, the Sheriff's Office, CHP, FBI, and other agencies have consistently worked together to ensure all of Placer County remains a safe environment free of significant crime.

Police Facility

The police building was constructed in 2005 with a 40,000 sf main building and 3,700 sf out-buildings which sits on 5.1 acres. The police facility is centrally located in the Quarry District of old-town Rocklin adjacent to the newly developed and very popular Quarry Park. Easily accessible by the public, the beautiful building remains a symbol of Rocklin's innovation and progress to the future, while maintaining a connection to the historic quarries that dominate Rocklin's history. Although there is normal wear on equipment with some maintenance and replacement needs, the Police facility remains in excellent shape, clean and very functional with an ability to serve today's public safety needs, as well as into our future. Rocklin Fire Administration moved out of the facility in early 2016.

Rocklin Unified School District

Our relationship with the Rocklin Unified School District (RUSD) continues to be very positive and allows for a mutually beneficial response to a variety of issues. RUSD pays the City \$50,000 towards a portion of funding our School Resource Officer (SRO) program. Two SRO's are assigned to Rocklin HS, and Whitney HS, as well as overseeing Victory HS and RUSD middle schools. The SRO program maintains a safe learning environment on campus as well as builds relationships with students, faculty and staff. The State of California provides an additional \$100,000 in "Supplemental Law Enforcement Services" (SLES) funding to RPD, which is used to partially offset personnel costs of the SRO program.

Juvenile Diversion Program

Our juvenile diversion program has proven successful over the years, aimed to prevent juvenile offenders of lower-level crimes from entering the criminal justice system. Working with RUSD and Placer County Probation, Rocklin PD oversees the program that diverts first-time, low-level juveniles to community service and some sort of counseling rather than facing sanctions from the Courts. Certain non-violent misdemeanor crimes are eligible for young offenders to enter an agreement with RPD, RUSD and Probation to perform community service and receive counseling. This program is an investment in Rocklin’s future by avoiding the stigma that sometimes gets associated with criminal offenders, particularly at a young age.

Sierra College Partnership

Sierra College has had an agreement with Rocklin PD to provide police services to the Rocklin campus since 2009. With approximately 18,000 students attending the Rocklin campus, policing Sierra College is an important element to maintaining good relationships with the community and providing a safe learning environment. The contractual agreement includes two permanently assigned police officers and a part-time sergeant to the main campus in Rocklin.

Organizational Transparency

City government in Rocklin strives for transparency in everything we do, with the exception of legally confidential matters. The Police Department takes great strides in maintaining a transparent organization and invites members of our public to become familiar with the inner-workings of their police department. Using various social-media platforms such as our own Rocklin PD app, Facebook, Twitter, Next-Door, and Instagram. Rocklin PD provides a tremendous amount of information to members of the public to keep them informed of weekly arrests & crime-trends, up-coming events, and anything pertaining to safety in the City. Additionally, the Police Department publishes an Annual Report which includes statistical data on crime, crime prevention efforts, police performance measures, and complaint dispositions from grievances filed by members of our community.



Lieutenant Bart Paduveris had his badge pinning by his son Ryan at the 2016 Rocklin Police Promotional Ceremony



WEAKNESSES

Traffic and Transportation

Traffic is consistently a community complaint along the surface streets in Rocklin. In particular, some older surface streets were not originally intended to be main arteries or thoroughfares, but in a few cases this has become the circumstance. While there are many engineering means to control and regulate traffic, the Police Department utilizes a few main components:

- Three traffic officers are deployed on motorcycles to enforce traffic laws and promote traffic safety. The Traffic Unit works closely with the Public Services Department to utilize traffic counts, day/hour breakdowns, and collision data to target enforcement efforts.
- The Traffic Committee (TC) is comprised of City representatives from the Police, Fire, Public Services Departments and Engineering. By Rocklin Municipal Code statute, the TC is convened and chaired by the Chief of Police as a means to regularly discuss traffic related issues and complaints throughout the City. The TC meets on a monthly basis.
- Radar trailer education is another tool used to educate motorists and promote traffic safety. Deployed primarily during weekdays by Public Safety Volunteers, the radar trailers are strategically placed in areas prone to speeding complaints as a means to make motorists aware of their speed and the speed limit laws.

Staffing Levels

Staffing levels have improved over the past year, but are still below preferred levels as a result of injuries, long hiring processes and overall staffing levels. Particularly the sworn ranks in Patrol, Traffic, Investigations, and the professional-staff ranks in the Records Unit maintain minimum levels. While staffing is less than desired, we maintain a staffing level able to respond adequately to emergencies and provide safety to our residents and businesses.

OPPORTUNITIES

Use of Social Media for Community Education

Through the use of social media and our Social Media Team, we have the opportunity to educate the public frequently about crime prevention, crime trends and target hardening. There is an opportunity to continue to explore new social media platforms as we continue to alert our residents on Public Safety Announcements, Crime Prevention Tips and lost/found animals. We will continue to enhance the relationship between the public and our police by posting light-hearted and caring interactions demonstrating the compassionate and human side to police work.

Continued Community Outreach Efforts

Continue to grow the trust and support of our community with opportunities such as open houses, Citizen Appreciation Awards and stories that highlight great citizens assisting Rocklin PD, coffee with a Cop programs, and other community outreach efforts.

Enhance Police Lobby Hours

As we continue to recognize the need to serve the public in better ways, the expansion of our front counter hours will provide better customer service. Records Clerks will meet and greet those who come to the front lobby at earlier hours to broaden our abilities to serve our public.

Increased Focus on Mitigating Traffic Related Issues

Traffic complaints throughout the City have historically been one of the more prevalent issues for the community. Neighborhood surveys indicate that residents are concerned about speeding and other moving violations in residential neighborhoods. With this information in mind, there are opportunities to focus on creating systems to better educate motorists and officers on traffic safety and enforcement.

Hiring Employees Who Reside Locally

We have the unique opportunity to hire staff who live in the immediate area. Due to competitive pay, good benefits, and a wonderful community, sworn officers and professional staff have a desire to work for our department. This provides a unique opportunity to continue hiring and retaining great staff. Additionally, we are selective by hiring only top-quality employees and recruit individuals who already live in the area.

THREATS

Proposition 47

Passed by voters in November of 2014, Prop 47 reduced crime classifications of most *non-serious and nonviolent property and drug crimes* from a felony to a misdemeanor. Specifically, the initiative mandated misdemeanors instead of felonies for "non-serious, nonviolent crimes," unless the defendant has prior convictions for murder, rape, certain sex offenses or certain gun crimes. This includes possession of drugs, stolen property with a value less than \$900, and commercial burglary if the business was open to the public at the time of the crime. Proposition 47 is considered by law enforcement professionals as a significant threat to California and a cause for the sudden increase in property and violent crimes throughout the State. Left unchanged, this represents a real threat to crime-rates in California.

Legalization of Marijuana for Recreational Use

There is an emerging support for the legalization of marijuana in California for recreational use. The States of Washington, Colorado, and District of Columbia have already legalized marijuana for recreational use, leading some in California to want to follow. While there is a growing support among some Californians, it is not believed to carry wide support in communities like Rocklin. This will present unique challenges in regard to social changes if recreational marijuana is legalized. Easy access to the

drug by minors, neighbors complaining of marijuana smells wafting into their own backyards, public consumption, retail sales and thefts related to marijuana, drugged driving (driving a motor vehicle under the influence of marijuana), and many other issues pose threats to policing our community with the legalization of recreational marijuana.


[BACK TO AGENDA](#)

City Council Report

Subject: Re-naming Two Oaks Park to Wickman Neighborhood Park

Submitted by: Rick Forstall, Director

Date: September 27, 2016

David Mohlenbrok, Environmental Service Manager, Presenter

Department: Public Services

- Two Oaks Neighborhood Park Re-named to Wickman Neighborhood Park.
-

In late 2004, the City Council formed a Parks Names Committee to recommend park names for remaining parks that were planned for construction in Rocklin. The committee researched the history of the City of Rocklin and submitted recommendations for naming future parks for historic families and figures who had contributed to the development of Rocklin to Council for approval. One of those families rich in Rocklin history is the Wickman Family. Anders and Victor Wickman were in the granite business. Anders was a granite quarry operator in Rocklin for twenty-seven years, served on the City Council for twenty-two years, and served as Mayor for six years. His daughter Florence was the wife of Ray Johnson and mother of Gene Johnson. On April 12, 2005, Council approved Resolution 2005-87 in which future park site Whitney Ranch Parcel 68 was to be named Wickman Neighborhood Park (see Exhibit A). Since then the park site has been eliminated thus freeing up the Wickman family name for use at another location.

At the time Council approved the park names in 2005, Two Oaks Park was not included in the parcels to be named as it was not in development and a historical park name has not been tied to it. In the Spring of 2015, Parks, Recreation, and Arts Commission tasked Commissioners Carter and Makis to review the list of names for the parks in Whitney Ranch and they recommended that the Two Oaks Neighborhood Park be re-named to Wickman Neighborhood Park. Staff then met with Councilmembers Janda and Ruslin to discuss the proposed name change and they indicated their support. On March 11, 2015, staff reported findings to the Commission all of whom concurred with the name change.

With the Council approved park name and the Commission recommendation, the new "Wickman Neighborhood Park" will be completed in the September/October timeframe and a park naming/opening ceremony will be held at that time.

EXHIBIT A

RESOLUTION NO. 2005-87

RESOLUTION OF THE CITY COUNCIL
 OF THE CITY OF ROCKLIN NAMING THE PARK SITE KNOWN AS
 WHITNEY RANCH PARCEL 68,
 WICKMAN NEIGHBORHOOD PARK

WHEREAS, Anders O. and Victor Wickman were in the granite business and Anders was a granite quarry operator in Rocklin for twenty-seven years, served on the Rocklin City Council for twenty-two years, and served as Mayor for six years; and

WHEREAS, Victor Wickman was partner in a quarry with Nick Alexson and they had a one hundred foot deep quarry near what is now Winding Lane and he helped form the Finnish Temperance Society, the Finnish Brotherhood and helped design and build Finn Hall; and

WHEREAS, one of Anders and Victor's sisters, Huldah, also came to Rocklin from Finland and married O. W. Perkuri an early merchant in Rocklin and was active in early Rocklin.

NOW, THEREFORE, BE IT RESOLVED BY the City Council of the City of Rocklin as follows:

Section 1. The neighborhood park located in the Whitney Ranch subdivision known as Parcel 68 is hereby named Wickman Neighborhood Park.

PASSED AND ADOPTED this 12th day of April, 2005, by the following roll call vote:

AYES: Councilmembers: Magnuson, Yorde, Hill

NOES: Councilmembers: None

ABSENT: Councilmembers: Lund, Storey

ABSTAIN: Councilmembers: None



Peter Hill, Mayor

ATTEST:



 City Clerk

c:/clerk/reso/res041205 park name wickman/dm



BACK TO AGENDA

City Council Report

Subject: Planning Commission Vacancy

Submitted by: Barbara Ivanusich, City Clerk

Date: September 27, 2016

Department: Administration

Staff Recommendation: Provide Direction on Whether to Appoint a Planning Commissioner from Current Lists of Qualified Planning Commission and City Council Applicants or Follow the Traditional Recruitment Process

BACKGROUND:

Due to the appointment of Ken Broadway to the City Council, a vacancy has occurred on the Planning Commission. Whenever an unscheduled vacancy occurs on one of the Boards and Commissions, a special vacancy notice shall be posted not earlier than 20 days before or not later than 20 days after the vacancy. Appointment to the vacancy must not be made for at least ten (10) working days after posting of the special notice. The special vacancy notice for the Planning Commission was posted on September 19, 2016. Therefore, the earliest Council can appoint a new Planning Commissioner is October 3, 2016.

RECOMMENDATIONS

Staff is seeking direction from Council on whether to appoint a Planning Commissioner from current lists of qualified Planning Commission and City Council applicants or follow the traditional recruitment process. The two processes are described below.

Appoint from Current Lists:

On May 19, Council interviewed six applicants for two seats on the Planning Commission. On September 14, Council interviewed seventeen applicants for one seat on the City Council. After appointments, the combined lists include twenty qualified applicants. A list of the applicants is attached as Exhibit A. Council could pull from the lists and make an appointment as early as the October 11 Regular Meeting or at a Special Meeting after October 3. If Council chooses to re-interview, a date would be coordinated and the appointment date would be scheduled.

Bi-Annual Vacancy Process:

The traditional bi-annual vacancy process is generally a two to three month process. The vacancy is advertised for approximately a month, applications are submitted, interviews are conducted at a Special Meeting, and an appointment is made thereafter at a Regular Meeting. The process may also be shortened at the Council’s direction.



Ricky A. Horst, City Manager
Reviewed for Content



DeeAnne Gillick, Interim City Attorney
Reviewed for Legal Sufficiency

Attachment: List of Applicants

EXHIBIT A

Applicants who Applied and Qualified for Planning Commission:

- Dave Heng
- Mike McCormack
- Joe Patterson
- Raymond Sophie

Applicants who Applied and Qualified for City Council:

- William Scribner
- Michelle Sutherland
- Jill Gayaldo
- Rick Campbell
- Louis Lopez
- David Bass
- Ben Bales - withdrew
- Dean Bender
- Kenneth Broadway
- John Ruffcorn
- Mike Mattos
- Mitchell Matcovsky
- Julie Millard
- Geoffrey McLennan
- John Flem
- Debra Jackson
- Thomas Trost
- Debra Hamilton



BACK TO AGENDA

Successor Agency Report

Subject: Disposition Procedures for the Disposition of Former Redevelopment Agency Real Property Assets

Submitted by: Ricky A. Horst, City Manager

Date: September 27, 2016

Department: Rocklin Successor Agency

Staff Recommendation: To adopt Resolution 2016-XXX, A Resolution of the Successor Agency to the Redevelopment Agency of the City of Rocklin Approving Property Disposition Procedures for the Former Redevelopment Agency Real Property Assets

BACKGROUND: On February 1, 2012, pursuant to Assembly Bill 1X 26 (Blumenfield), Division 24, Parts 1.8 and 1/85 of the California Health and Safety Code (“Dissolution Act”), the Redevelopment Agency of the City of Rocklin (“Former Redevelopment Agency”) was dissolved. In accordance with Dissolution Act, the City of Rocklin (“City”) serves as the Successor Agency to the Former Redevelopment Agency. The Successor Agency, as part of the wind-down of former redevelopment activities is responsible for the ongoing maintenance, marketing, and disposition of assets, including real and personal property, of the Former Redevelopment Agency other than housing assets.

Assembly Bill (“AB”) 1484, enacted in June of 2012, required all Successor Agencies to prepare a Long Range Property Management Plan (“PMP”). The PMP governs the disposition and use of property held by former redevelopment agencies at the time of dissolution. The Successor Agency’s PMP for the City of Rocklin was adopted by Oversight Board Resolution No. 2013-15 OB on September 27, 2013 and by the California Department of Finance on March 13, 2014. As detailed within the PMP, the Successor Agency is disposing of eight properties that are to be sold and proceeds will be either used to fulfill enforceable obligations or will be remitted to the Placer County Auditor/Controller for distribution to the taxing entities in accordance with law. Section 34191.3 of the Health and Safety Code states that the PMP “shall govern, and supersede all other provisions relating to the disposition and use of the real property assets of the former redevelopment agency.”

However, the Dissolution Act does not define or otherwise include procedures or policies as to how properties will be disposed. Successor Agency staff has determined that the interests common to the affected taxing agencies would be best served by adopting Disposition Procedures. Our stated objectives are as follows:

1. Establishing a process that shall generally be applicable to the solicitation and submittal or offers and for the disposition of PMP properties that will promote orderly planning, marketing and disposition;
2. Establishing a process will tend to promote efficiency and avoid duplicative efforts; and
3. Establishing a process will provide the establishment of standards for the Successor Agency and Oversight Board with respect to marketing, solicitation, and receipt of offers relating to PMP properties.

Alternatives:

- To amend the Disposition Procedures as submitted

Fiscal Impact:

- Costs incurred by the Successor Agency in the implementation of these Disposition Procedures shall be treated as Asset Disposition Costs (not part of the administrative cost allowance) for the purposes of the Recognized Obligation Payments Schedule ("ROPS") of the Successor Agency; the ROPS shall include a line item for these costs and may be amended from time to time to incorporate exact costs associated with these activities. Costs so incurred by the Successor Agency may be paid from either the Redevelopment Property Tax Trust Fund (Section 2470.5 (b) of the Dissolution Act) or the first proceeds from the sale of property as an above-the-line item before proceeds are spread among affected taxing agencies.

Ricky A. Horst, City Manager
Reviewed for Content

DeeAnne Gillick, Interim City Attorney
Reviewed for Legal Sufficiency

Attachments:

- Select Sections of the City of Rocklin's Long Range Management Plan (note: for a complete copy of the PMP, refer to the City of Rocklin website)



DEPARTMENT OF
FINANCE

EDMUND G. BROWN JR. • GOVERNOR

915 L STREET ■ SACRAMENTO CA ■ 95814-3706 ■ WWW.DOF.CA.GOV

March 13, 2014

Ms. Mary Rister, Finance Officer
City of Rocklin
3970 Rocklin Road
Rocklin, CA 95677

Dear Ms. Rister:

Subject: Long-Range Property Management Plan

Pursuant to Health and Safety Code (HSC) section 34191.5 (b), the Rocklin Successor Agency (Agency) submitted a Long-Range Property Management Plan (LRPMP) to the California Department of Finance (Finance) on October 15, 2013. The Agency subsequently submitted a revised LRPMP to Finance on February 27, 2014. Finance has completed its review of the LRPMP, which may have included obtaining clarification for various items.

The Agency received a Finding of Completion on May 1, 2013. Further, based on our review and application of the law, we are approving the Agency's use or disposition of all the properties listed on the LRPMP.

In accordance with HSC section 34191.4, upon receiving a Finding of Completion from Finance and approval of a LRPMP, all real property and interests in real property shall be transferred to the Community Redevelopment Property Trust Fund of the Agency, unless that property is subject to the requirements of an existing enforceable obligation. Pursuant to HSC section 34191.3 the approved LRPMP shall govern, and supersede all other provisions relating to, the disposition and use of all the real property assets of the former redevelopment agency.

Agency actions taken pursuant to a Finance approved LRPMP are subject to oversight board (OB) approval per HSC section 34181 (f). Any subsequent OB actions addressing the Agency's implementation of the approved LRPMP should be submitted to Finance for approval.

Please direct inquiries to Beliz Chappue, Supervisor, or Todd Vermillion, Lead Analyst at (916) 445-1546.

Sincerely,

JUSTYN HOWARD
Assistant Program Budget Manager

cc: On following page



**CITY OF ROCKLIN
SUCCESSOR AGENCY TO THE FORMER REDEVELOPMENT AGENCY
LONG RANGE PROPERTY MANAGEMENT PLAN (Revised 2/26/14)**

INTRODUCTION

On June 27, 2012, Governor Brown signed into law Assembly Bill 1484 (AB 1484), a budget trailer bill that makes substantial changes to the redevelopment agency dissolution process implemented by Assembly Bill 1X 26. One of the key components of AB 1484 is the requirement that all successor agencies develop a Long Range Property Management Plan that governs the disposition and use of the former non-housing redevelopment agency properties. This document is the Long Range Property Management Plan (LRPMP) for the Successor Agency to the former Rocklin Redevelopment Agency.

SUCCESSOR AGENCY OWNED PROPERTIES AND DISPOSITION PLANS

The former Redevelopment Agency acquired properties in an effort to revitalize blighted portions of the City. A total of eleven (11) properties and one (1) building were owned by the Rocklin Redevelopment Agency. Three (3) parcels and one (1) building have previously been approved for transfer to the City of Rocklin for governmental purposes per the Department of Finance. There are eight (8) remaining parcels owned and controlled by the Successor Agency.

Of the eight (8) remaining parcels, the City of Rocklin proposes that seven (7) of the parcels be sold to private interests through the Successor Agency. The City of Rocklin proposes that the remaining parcel is subdivided into three (3) parcels. Two of the parcels are not viable for development purposes. One lot consists of a former granite quarry. A second small lot would be "land-locked" and would not be accessible from any public roadway. It is requested that these two parcels are transferred to the City of Rocklin for governmental purposes. The remaining lot, the largest of the three, is suitable for development and is proposed to be sold for that purpose.

DISTRIBUTION OF PROPERTY PROCEEDS

Pursuant to HSC section 34191.5 (c) (2) (B), if the plan directs the liquidation of the property for any purpose other than to fulfill an enforceable obligation, then proceeds from the sale must be distributed as property tax to the taxing entities. It is the intent of the Successor Agency to sell the property and use the proceeds to fulfill enforceable obligations. Should proceeds exceeds the amount of enforceable obligations, the remaining portion will be distributed as property tax to the taxing entities.

REQUEST FOR EXPEDITED REVIEW

The City of Rocklin and Successor Agency request an expedited review of the Rocklin Long Range Property Management Plan. There is great interest by the development community in the former redevelopment parcels. Letters of Intent to Purchase have been submitted to the City from two different development interests. These Letters of Intent to Purchase include seven of the eight parcels proposed for disposal (two adjacent parcels at the corner of Pacific St. and Rocklin Rd. and five adjacent parcels between Pacific St/Oak St./Pine St./Railroad Ave.) The City anticipates greater interest in the Big Gun Quarry parcel for development should the parcel be subdivided. The Successor Agency intends to sell the parcels as soon as possible so that development of these long-vacant parcels can begin.

LRPMP REQUIREMENTS & REPORT CONTENT

The following report includes detailed information on each property owned by the Successor Agency as required by Health and Safety Code Section 34191.5 and is organized as follows;

- 1. Property Summary TablePage 3
- 2. Properties Overview MapPage 4
- 3. Detailed Property InformationPages 5-32
- 4. Appendices Table of ContentsPages 33-35
- 5. Appendices.....Pages 36-559

SUCCESSOR AGENCY STAFF CONTACTS

City Manager’s Office
Rick Horst, City Manager - (916) 625-5570 – ricky.horst@rocklin.ca.us

Economic & Community Development Department
Karen Garner, Economic Growth Manager - (916) 625-5595 – karen.garner@rocklin.ca.us

Finance Department
Mary Rister, Finance Officer - (916) 625-5024 – mary.rister@rocklin.ca.us

Key Dates

May 1, 2013 - Notification of Finding of Completion for the City of Rocklin from Department of Finance

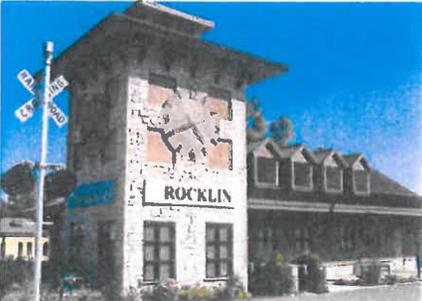
May 20, 2013 – Letter from Department of Finance approving transfer of Rocklin Branch Library, Rocklin Historical Museum and Old St. Mary’s Chapel to the City of Rocklin for governmental purpose

September 10, 2013 – Rocklin Successor Agency Approval of the Rocklin Long Range Property Management Plan (Appendix 39)

September 27, 2013 – Oversight Board Approval of the Rocklin Long Range Property Management Plan (Appendix 40)

February 26, 2014 – Oversight Board Approval of the Revision to the Rocklin Long Range Property Management Plan

March 13, 2014 – Department of Finance approves the Rocklin Long Range Property Management Plan



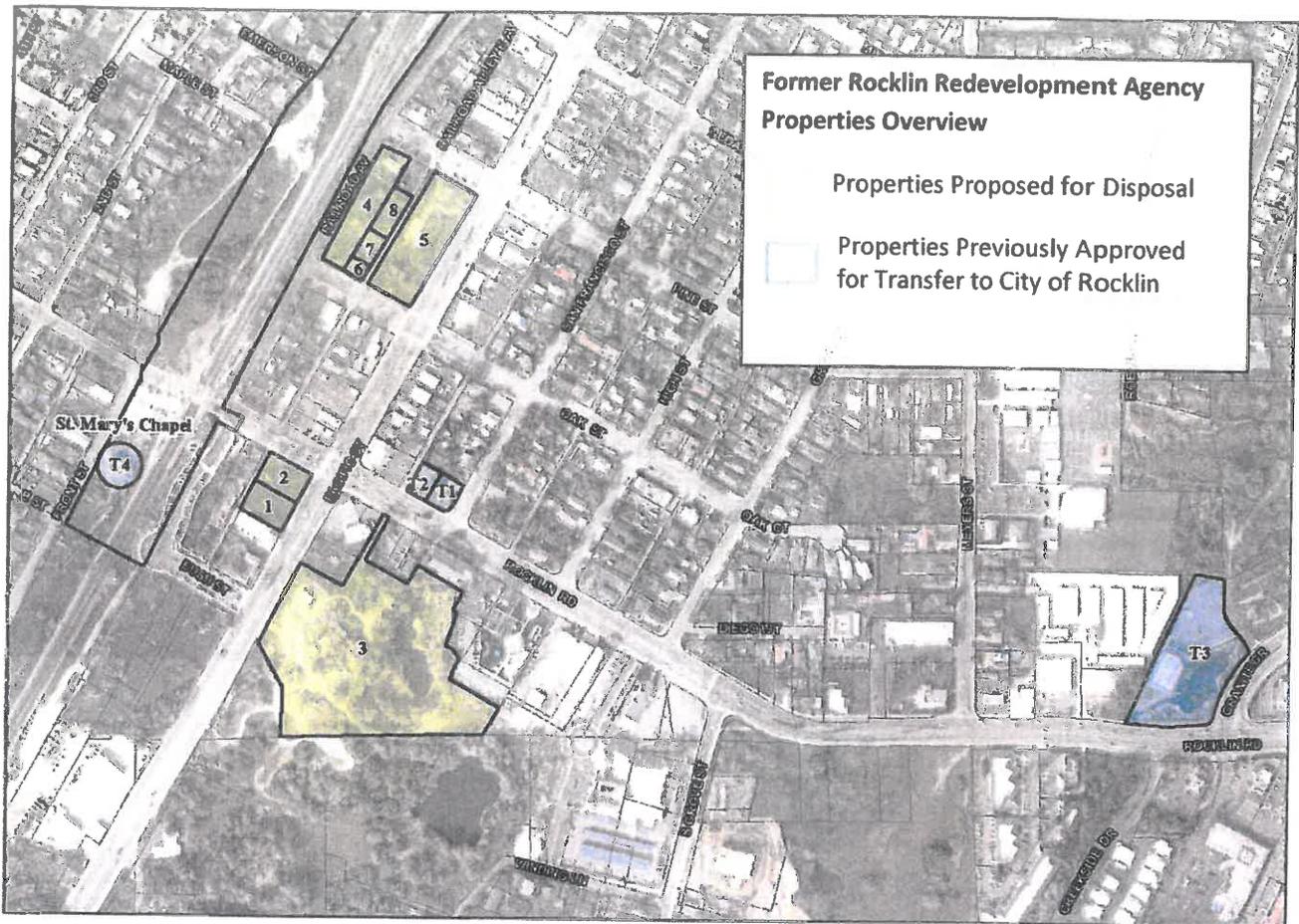
City of Rocklin – Long Range Property Management Plan (Revised 2/26/14) - 2



City of Rocklin - Long Range Property Management Plan - Property Summary Table

Site #	APN	Address	# Acres	Zoning/General Plan Land Use	Acquisition Date	Acquisition Price	Acquisition Purpose	Current Use	Current Value	Tenant	Estimated Revenue	Environ. Concerns	TOD Potential	Disposal Strategy
Properties for Review														
1	010-161-015	Lots 13 & 14 - Block B - Pacific Street, 2nd parcel in at SW Corner of Pacific St & Rocklin Road	0.34	C-4/Mixed Use	April 2002	\$165,000	To assemble viable site for redevelopment consistent with the adopted Redevelopment Plan.	vacant land	\$207,350 (Site 1 & 2 combined)	N/A	N/A	No	Yes	sale of property
2	010-161-016	Lots 15 & 16 - Block B - 5220 Pacific St, SW Corner of Pacific St & Rocklin Road	0.34	C-4/Mixed Use	August 2002	\$180,000	To assemble viable site for redevelopment consistent with the adopted Redevelopment Plan.	vacant land	\$207,350 (Site 1 & 2 combined)	N/A	N/A	No	Yes	sale of property
3	010-170-024	5255 Pacific Street	7.2	PD-C-4/Mixed Use	December 2010	\$1,000,000	To assemble viable site for redevelopment consistent with the adopted Redevelopment Plan.	partially developed	\$609,840	No - structure vacant	N/A	Yes (former quarry)	Yes	Subdivide into 3 parcels; transfer 2 parcels to City; 3rd parcel propose sale of property
4	010-040-039	At Railroad Avenue between Oak and Pine Streets	0.79	C-2/Mixed Use	June 2004	\$80,000	To assemble viable site for redevelopment consistent with the adopted Redevelopment Plan.	vacant land (residential structure in private ownership, non-RDA, was demolished on site in 2013)	\$324,086 (Sites 4-8 combined)	N/A	N/A	Yes (former railroad property)	Yes	sale of property
5	010-121-001	West side of Pacific Street between Oak and Pine Streets	0.83	C-4/Mixed Use	March 2003	\$350,000 (includes 010-121-002; 010-121-004; 010-121-005)	To assemble viable site for redevelopment consistent with the adopted Redevelopment Plan.	vacant land	\$324,086 (Sites 4-8 combined)	N/A	N/A	No	Yes	sale of property
6	010-121-002	West side of Pacific Street between Oak and Pine Streets	0.04	C-4/Mixed Use	March 2003	Combined with 010-121-001, 010-121-004; 010-121-005	To assemble viable site for redevelopment consistent with the adopted Redevelopment Plan.	vacant land	\$324,086 (Sites 4-8 combined)	N/A	N/A	No	Yes	sale of property
7	010-121-004	West side of Pacific Street between Oak and Pine Streets	0.08	C-4/Mixed Use	March 2003	Combined with 010-121-001, 010-121-002; 010-121-005	To assemble viable site for redevelopment consistent with the adopted Redevelopment Plan.	vacant land	\$324,086 (Sites 4-8 combined)	N/A	N/A	No	Yes	sale of property
8	010-121-005	West side of Pacific Street between Oak and Pine Streets	0.12	C-4/Mixed Use	March 2003	Combined with 010-121-001, 010-121-002; 010-121-004	To assemble viable site for redevelopment consistent with the adopted Redevelopment Plan.	vacant land	\$324,086 (Sites 4-8 combined)	N/A	N/A	No	Yes	sale of property
Properties Approved for Transfer to City of Rocklin per Department of Finance														
T1	010-132-023	3895 Rocklin Road	0.17	C-2/Mixed Use	December 2000	\$142,000 for parcels #010-132-022 & #010-132-023	Location for museum to be operated by the Rocklin Historical Society.	Rocklin History Museum	N/A	Rocklin History Museum	combined with 010-132-022	No	No	retention of property for governmental use
T2	010-132-022	3895 Rocklin Road	0.17	C-2/Mixed Use	December 2000	combined purchase with 010-132-023	Created parking lot for the museum and additional downtown parking.	Public parking lot primarily used for Rocklin History Museum	N/A	Rocklin History Museum	\$1/year lease with extensions possible through 2050	No	No	retention of property for governmental use
T3	045-101-060	4890 Granite Drive	2.3	C-2/Retail Commercial & Recreation Conservation	August 2007	\$3,705,000	Provide a location for the County Library - leased to County.	Library	N/A	Placer County Library Branch	\$1/yr lease for 10 years with 15 consecutive 5-year options, up to 85 years through 2095.	No	No	retention of property for governmental use
T4	N/A	5251 Front St. (St. Mary's Chapel - structure only)	N/A	C-2/Mixed Use	October 2012	\$250,000	Purchased to preserve historic building and reuse as rental facility.	Event rental facility	N/A	Managed by Rocklin Historical Society	\$1/year lease with extensions possible through 2042.	No	Yes	retention of property for governmental use

City of Rocklin - Long Range Property Management Plan (Revised 2/26/14) - 3



Site #	Parcel #	Address	Acres	Zoning/Land Use	Current Use
1	010-161-015	Lots 13 & 14 - Block B - Pacific Street	0.34	C-4/Mixed Use	vacant land
2	010-161-016	Lots 15 & 16 - Block B - 5220 Pacific St	0.34	C-4/Mixed Use	vacant land
3	010-170-024	5255 Pacific Street	7.2	PD-C-4/Mixed Use	partially developed
4	010-040-039	At Railroad Avenue between Oak and Pine Streets	0.79	C-2/ Mixed Use	vacant land (residential structure demolished in 2013)
5	010-121-001	West side of Pacific Street between Oak and Pine Streets	0.83	C-4/Mixed Use	vacant land
6	010-121-002	West side of Pacific Street between Oak and Pine Streets	0.04	C-4/Mixed Use	vacant land
7	010-121-004	West side of Pacific Street between Oak and Pine Streets	0.08	C-4/Mixed Use	vacant land
8	010-121-005	West side of Pacific Street between Oak and Pine Streets	0.12	C-4/Mixed Use	vacant land
T1	010-132-023	3895 Rocklin Road	0.17	C-2/Mixed Use	Rocklin History Museum
T2	010-132-022	3895 Rocklin Road	0.17	C-2/Mixed Use	Public parking lot primarily used for Rocklin History Museum
T3	045-101-060	4890 Granite Drive	2.3	C-2/Retail Comm. & Recreation Conserv.	Library
T4	N/A	5251 Front St. (St. Mary's Chapel - structure only)	N/A	C-2/Mixed Use	Event rental facility

RESOLUTION NO. 2016- SA

RESOLUTION OF THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF ROCKLIN APPROVING PROPERTY DISPOSITION PROCEDURES FOR THE FORMER REDEVELOPMENT AGENCY REAL PROPERTY ASSETS

The City Council acting as Successor Agency to the Redevelopment Agency of the City of Rocklin does resolve as follows

Section 1. The Successor Agency to the Redevelopment Agency of the City of Rocklin hereby approves the Property Disposition Procedures for the Former Redevelopment Agency Real Property Assets in the form attached hereto as Exhibit A and by this reference incorporated herein.

PASSED AND ADOPTED this 27th day of September, 2016, by the following vote:

AYES: Councilmembers:

NOES: Councilmembers:

ABSENT: Councilmembers:

ABSTAIN: Councilmembers:

Gregory A. Janda, Mayor

ATTEST:

Barbara Ivanusich, City Clerk

Exhibit "A"

Disposition Procedures for the Disposition of Former Redevelopment Agency Real Property Assets

Successor Agency staff intends that these Disposition Procedures will provide an orderly process for disposition and provide interested parties an opportunity to:

1. Review and identify their interest in acquiring all or part of the former redevelopment agency property;
2. Submit development proposals, to receive a good faith evaluation and consideration by the Successor Agency and Oversight Board of development proposals; and
3. Acquire PMP properties if a development proposal is selected by the Successor Agency and Oversight Board.

Disposition Procedures for PMP Properties: A primary objective of these Disposition Procedures is that the Successor Agency and Oversight Board obtain clear information on the capability of bidders to not only acquire, but to develop expeditiously, for development(s) that maximize the value of the property and benefits affected taxing agencies. Therefore, interested parties who desire to acquire one or more PMP properties must follow the procedures that are set forth below:

Request for Proposals:

- A. The Successor Agency will actively market all PMP properties intended to generate interest in property development.
- B. Working cooperatively with the Oversight Board, the Successor Agency may prepare a Request of Proposals ("RFP") for specific properties.

Submitting a Proposal:

- A. Parties interested in acquiring a property may submit a development proposal at any time until the property is sold and the sale is approved by the Oversight Board and DOF.
- B. Proposals shall include the following:
 - I. The proposed total consideration for the property and information supporting the offer price;
 - II. Any proposed alterations to the terms and conditions of sale, including the timeframe for closing;

III. The proposed use and confirmation of conformance to the requirements, intent, goals, and objectives of the General Plan, zoning, other applicable development standards and other applicable federal, state, and local laws, codes and regulations;

IV. A development program with sufficient detail to assure the Successor Agency and the Oversight Board as to how and when the bidder intends to fulfill the intended use of the property and the time line for completion of the project.

V. In the interest of time, a purchase and sale agreement may accompany the proposal for simultaneous consideration.

C. Interested parties shall provide such additional information as may be reasonably requested by the City staff or the Successor Agency.

D. All costs associated with submitting a proposal shall be borne solely by the applicant.

E. Costs incurred by the Successor Agency in the implementation of these Disposition Procedures shall be treated as Asset Disposition Costs (not part of the administrative cost allowance) for the purposes of the Recognized Obligation Payments Schedule ("ROPS") of the Successor Agency; the ROPS shall include a line item for these costs and may be amended from time to time to incorporate exact costs associated with these activities. Costs so incurred by the Successor Agency may be paid from either the Redevelopment Property Tax Trust Fund (Section 2470.5 (b) of the Dissolution Act) or the first proceeds from the sale of property as an above-the-line item before proceeds are spread among affected taxing agencies.

F. The Successor Agency, through its staff, will review proposals upon receipt and shall notify applicants whether the development proposal submitted complies with the requirements of these Disposition Procedures and have been determined to be complete or incomplete. In the event the Successor Agency staff notifies an applicant submitting a proposal that the proposal is incomplete or that additional information is required, such applicant may be allowed fifteen (15) days from such notification to complete and resubmit its proposal, or such greater period as the Successor Agency may determine in its reasonable discretion. Failure to provide such additional information and resubmit the revised proposal in a timely manner shall automatically disqualify the proposal.

Successor Agency and Oversight Board Evaluation of Proposals:

A. The Successor Agency shall consider in good faith all proposals timely submitted by interested parties and determined by Successor Agency staff to be complete. Proposals shall be evaluated by the Successor Agency to maximize the value of the asset in question as well as furthering the objectives of the City's General Plan, Specific Area Plan or development objectives.

B. The Successor Agency will submit all complete proposals to the Oversight Board for review. The Successor Agency shall provide the Oversight Board with proposal recommendations to approve, reject or amend.

C. The Oversight Board shall evaluate all proposals with consideration of factors which include, but are not limited to, the following:

I. The economic benefit to the City, the taxing entities, and the community, if the proposal were to be approved and the proposed project implemented;

II. Conformity with the proposal, including proposed uses, with the requirements, intent, goals, and objectives of the City's General Plan, any Specific Plan, applicable development criteria, zoning, other development standards, and other applicable federal, state and local laws, codes and regulation;

III. Quality of design and project concept;

IV. The employment opportunities and economic benefits to the City that can be reasonably expected to result from the project development;

V. The qualifications, experience, and references of the applicant or its developer entity team proposed to develop the project as described in the proposal, including financial capacity to undertake the project, specific prior experience with similar development, quality of prior development projects, degree of site control, ability to obtain financing both construction and permanent, ability to abide by the City's design and development standards and controls and readiness to proceed;

VI. The estimated costs, if any, of City financial involvement, including the provision of City public services, subsidies, or public improvements required if the proposal is accepted;

VII. The time schedule for completion of the proposed project;

VIII. Other criteria as determined

D. The Oversight Board may choose to accept or reject the Successor Agency's recommendation:

I. If the Oversight Board rejects the Successor Agency's recommendation, the proposals will be submitted to the Successor Agency again for reconsideration.

II. If the Oversight Board accepts the Successor Agency's recommendation, the Oversight Board can take formal action to approve the proposal. Successor Agency staff will forward the Oversight Board action to the DOF for final approval. If submitted simultaneously, the Oversight Board will approve or reject a purchase and sale agreement to confirm compliance with the PMP. Approval of a purchase and sale agreement requires at least a 10 day notice to the public pursuant to Section 34181(f).

E. Upon approval of the DOF, Successor Agency staff is authorized to execute a purchase and sale agreement.

Procedures for Amending Disposition Procedures: The Oversight Board or Successor Agency may amend these Disposition Procedures at a regular or special meeting upon giving at least thirty (30) days prior notice to all members of the Oversight Board and Successor Agency. Both bodies must agree to concurrently amend these Disposition Procedures.