



CITY OF RIVERBANK
**REGULAR CITY COUNCIL AND
LOCAL REDEVELOPMENT AUTHORITY BOARD
MEETINGS**

(The City Council also serves as the LRA Board)
City Hall North • Council Chambers
6707 Third Street • Suite B • Riverbank • CA • 95367

REVISED AGENDA

TUESDAY, JANUARY 22, 2019–6:00 P.M.

(THE AGENDA PACKET IS POSTED AT THE CITY CLERK'S OFFICE AND AT WWW.RIVERBANK.ORG)

- CALL TO ORDER:** Mayor/Chair Richard D. O'Brien
- FLAG SALUTE:** Mayor/Chair Richard D. O'Brien
- INVOCATION:** Riverbank Ministerial Association
- ROLL CALL:** Mayor/Chair Richard D. O'Brien
Vice Mayor/Chair Darlene Barber-Martinez (CM-D4)
Council/Authority Member District 1 Luis Uribe
Council/Authority Member District 2 Cindy Fosi
Council/Authority Member District 3 Cal Campbell

CHANGES TO THE AGENDA: Mayor/Chair Richard D. O'Brien

CONFLICT OF INTEREST

Any Council/Authority Member or Staff who has a direct Conflict of Interest on any scheduled agenda item to be considered is to declare their conflict at this time.
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1. PRESENTATIONS There are no presentations.

2. PUBLIC COMMENTS (No Action Can Be Taken)

At this time, members of the public may comment on any item not appearing on the agenda, and within the subject matter jurisdiction of the City Council/LRA Board. Individual comments will be limited to a **maximum of 5 minutes** per person and each person may speak once during this time; time cannot be yielded to another person. Under State Law, matters presented during the public comment period cannot be discussed or acted upon. For record purposes, state your name and City of residence. Please make your comments directly to the City Council/LRA Board.

3. CONSENT CALENDAR

All items listed on the Consent Calendar are to be acted upon by a single action of the City Council/LRA Board unless requested by an individual Council/Authority Member or member of the public for special consideration. Otherwise, the recommendation of staff will be accepted and acted upon by motion of the City Council/LRA Board.

Item 3.A: Waive Readings. All Readings of ordinances and resolutions, except by title, are waived.

Item 3.B: Approval of the December 11, 2018, City Council and Local Redevelopment Authority Minutes.

Item 3.C: A **Resolution** to Award a Contract to Indigo Hammond + Playle Architects, LLP for the City-Wide Space Use and Needs Assessment and Authorize the Additional Appropriation of \$90,600 from the General Government System Development Fee Fund (Fund 210).

Recommendation: It is recommended that City Council/LRA Board approve the Consent Calendar items by roll call vote.

4. UNFINISHED BUSINESS

Item 4.1: **Second Reading by Title Only and Adoption of Proposed Ordinance No. 2019-001 Approving a Rezone of 1.1± Acres to Planned Development Located at Seventh and Sierra Streets (APN 312-015-023) a Project Known as Riverbank Commons** – It is recommended that the City Council conduct the second reading by title only of proposed Ordinance No. 2019-001 and consider its adoption by roll call vote.

The Planned Development Rezone 01-2017, Architecture & Site Plan Review 02-2017, Tentative Subdivision Map 01-2017 (Dept. File # 17-0015) – Edmond Shamass, applicant; Edward Touma, owner – a fourteen lot gated community including Lot A which consists of streets, parking area, utilities, landscaping, and a small park, which was considered by the Planning Commission, and by a 5-0 vote on October 16, 2018, approved the Tentative Map and Architecture & Site Plan Review for the Project and recommended City Council approval of the proposed ordinance.

Item 4.2: **Second Reading by Title Only and Adoption of Proposed Ordinance No. 2019-002 Amending Chapter 96: Trees of Title IX: General Regulations by Adding a New Section §96.20: Dangerous Trees, Mistletoe a Nuisance, to the Riverbank Code of Ordinances** – It is recommended that the City Council conduct the second reading by title only of proposed Ordinance No. 2019-002 and consider its adoption by roll call vote.

5. PUBLIC HEARINGS

There are no items to consider.

6. NEW BUSINESS

Item 6.1: **Mobile Food Vendor Pilot Program** – Staff recommends that the City Council review the materials, take public comment, and then provide staff with direction to commence the pilot project for six (6) months.

Item 6.2: **Consideration of a Public Art Pilot Program** – It is recommended that the City Council consider approving a Public Art Pilot Program with a specific focus of encouraging student participation in public art projects of City owned equipment boxes within public spaces. Council may also provide direction on establishing an ad hoc committee to review applications and a small stipend amount for those applications that are approved.

Item 6.3: **Adjustments to the 2019 Regular City Council Meeting Schedule** – It is recommended that the City Council:

- 1) Cancel the meetings of July 9, August 13, November [26](#), and December [24](#), for a modified summer schedule and to minimize conflicts with Holiday activities.

7. COMMENTS/REPORTS

A brief report on notable attendance of a meeting or conference or other notable topics of City business shall be made. The Brown Act does not allow for discussion or action of items by the City Council during this time.

Item 7.1: Staff

Item 7.2: Council/Authority Member

Item 7.3: Mayor/Chair

8. CLOSED SESSION

The public will have a limit of 5 minutes to comment on Closed Session item(s) as set forth on the agenda prior to the City Council/LRA Board recessing to Closed Session.

Item 8.1: **CONFERENCE WITH REAL PROPERTY NEGOTIATORS**
Pursuant to Government Code Section 54956.8
Property: 062-031-005, 062-031-006, 062-031-007
Agency Negotiator: Sean Scully, City Manager
Property Negotiator: Aemetis, Inc.

Item 8.2: **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
Pursuant to Government Code Section 54957
Title: City Manager

9. REPORT FROM CLOSED SESSION

Item 9.1: Report from Closed Session on Item 8.1: **CONFERENCE WITH REAL PROPERTY NEGOTIATIONS** – Aemetis, Inc.

Item 9.2: Report from Closed Session on Item 8.2: **PUBLIC EMPLOYEES PERFORMANCE EVALUATION** – City Manager

ADJOURNMENT (The next regular City Council meeting – Tuesday, Feb. 12th @ 6:00 pm)

UPCOMING EVENTS:

January 21 (Monday)	• <u>City Offices Closed</u> – In honor of Martin Luther King Day.
February 18 (Monday)	• <u>City offices Closed</u> – In honor of President's Day.
February 21 (Thursday)	• <u>Special City Council Meeting – Annual Nonprofit and Community Partners Forum</u>, Riverbank Teen Center, 600-A Santa Fe St., Riverbank, at 6:30 p.m. Contact Administrative Analyst Norma Torres-Manriquez (209) 863-7153 or nmanriquez@riverbank.org for information.
March 13 (Wednesday)	• <u>State of the City Address</u> – at the Antigua Event Center, 3200 Santa Fe Street, Riverbank, at 6:30 p.m. Contact Administrative Analyst Norma Torres-Manriquez (209) 863-7153 or nmanriquez@riverbank.org for information.
2019 Canceled Regular City Council Meetings	• <u>City Council voted to cancel the following regular meetings:</u> - o To be determined.

AFFIDAVIT OF POSTING

I hereby certify under penalty of perjury, under the laws of the State of California that the foregoing agenda was posted 72 hours prior to the meeting in accordance to the Brown Act.

Posted this 17th day of January, 2019.

/s/ Annabelle H. Aguilar, CMC, City Clerk / LRA Recorder

Notice Regarding Americans with Disabilities Act: In compliance with the Americans with Disabilities Act, if you need special assistance to participate in this meeting, please contact the City Clerk's Office at (209) 863-7122 or cityclerk@riverbank.org. Notification of (72) hours before the meeting will enable the City to make reasonable arrangements to ensure any special needs are met. [28 CFR 35.102-35.104 ADA Title II].

Notice Regarding Non-English Speakers: Pursuant to California Constitution Article III, Section IV, establishing English as the official language for the State of California, and in accordance with California Code of Civil Procedures Section 185, which requires proceedings before any State Court to be in English, notice is hereby given that all proceedings before the City of Riverbank City Council/LRA Board shall be in English and anyone wishing to address the Council is required to have a translator present who will take an oath to make an accurate translation from any language not English into the English language.

Meeting Schedule	<u>Regular City Council Meetings:</u> 6:00 p.m. on the 2nd and 4th Tuesday of every month, unless otherwise noticed. <u>Local Redevelopment Authority Board:</u> (The City Council also serves as the LRA Board.) Meets on an "as needed" basis. The City Council also serves as the LRA Board.
City Council / LRA Agenda & Reports	The City Council/LRA Board agenda is posted pursuant to the California Brown Act, which only requires these agenda title pages to be posted near the entrance of the location where the meeting is to be held and, when available, on the City's website. Additional documents may be provided by the City in its efforts of transparency to keep the public well informed. The agenda packet (agenda plus supporting documents) are posted for public review at the City Clerk's Office, 6707 Third Street, Riverbank, CA and at www.riverbank.org upon distribution to a majority of the City Council/LRA Board. A subscription to receive the agenda can be purchased for a nominal fee through the City Clerk's Office.
Public Hearings	In general, a public hearing is an open consideration within a regular meeting of the City Council/LRA Board, for which special notice has been given. During a specified portion of the hearing, any interested party is invited to present written or oral protests or support for the subject matter under consideration. Written testimony sent or delivered to the City Clerk must be received no later than <u>5:00 p.m. on the day of the meeting</u> to allow for their distribution to the City Council/LRA Board. Preparations for the meeting are conducted between 5:00 p.m. and 6:00 p.m. and therefore the City Clerk is not available during this time.
Televised / Video of Meetings	• Charter – Channel 2 • AT&T Uverse – Channel 99 • www.riverbank.org – video icon – under Agendas and Minutes link
City Hall Hours	City Hall is open Monday – Thursday; 7:30 am – 5:30 pm and Fridays: 8:00 am – 5:00 pm; CLOSED alternating Fridays
Questions	Contact the City Clerk at (209) 863-7122 or aaguilar@riverbank.org

RIVERBANK CITY COUNCIL / LRA AGENDA ITEM NO. 3.A

SECTION 3: CONSENT CALENDAR

Meeting Date:	January 22, 2019
Subject:	Waiver of Readings
From:	Sean Scully, City Manager
Submitted by:	Annabelle Aguilar, CMC, City Clerk / LRA Recorder

RECOMMENDATION

It is recommended that the City Council / LRA Board approve the waiver of readings of any proposed ordinances and resolutions for consideration, except by title.

SUMMARY

In lieu of reading the entire text of a proposed ordinance or resolution that is introduced for consideration for adoption and approval, by majority vote, the City Council may waive the reading of the text and introduce the ordinance or resolution by title only for the record.

The proposed ordinances and resolutions, and any related documents that are part of the agenda packet, are available for review by the public on the City's website and in the City Clerk's office at City Hall (North) upon distribution to a majority of the City Council; typically 72 hours prior to the scheduled date and time of the meeting.

FINANCIAL IMPACT

There is no financial impact to this item.

ATTACHMENTS

There are no attachments to this report.

**RIVERBANK CITY COUNCIL / LOCAL REDEVELOPMENT AUTHORITY
AGENDA ITEM NO. 3.B**

SECTION 3: CONSENT CALENDAR

Meeting Date:	January 22, 2019
Subject:	Approval of the December 11, 2018, City Council and Local Redevelopment Authority Minutes
From:	Sean Scully, City Manager
Submitted by:	Annabelle Aguilar, CMC, City Clerk / LRA Recorder

RECOMMENDATION

It is recommended that the City Council / Local Redevelopment Authority Board approve the City Council /LRA Meeting Minutes as presented.

SUMMARY

The Draft Minutes of the December 11, 2018, regular City Council and the Local Redevelopment Authority Board meetings have been prepared for review and approval.

FINANCIAL IMPACT

There is no financial impact to this item.

ATTACHMENT

1. December 11, 2018, City Council and LRA Minutes



**City of Riverbank
REGULAR CITY COUNCIL AND
LOCAL REDEVELOPMENT AUTHORITY BOARD**
(The City Council also serves as the LRA Board)

**MINUTES OF
TUESDAY, DECEMBER 11, 2018**

Verbatim proceedings of the meetings may be viewed on-line or a copy may be provided for a fee.

CALL TO ORDER:

The City Council and Local Redevelopment Authority Board of the City of Riverbank met at 6:00 p.m. on this date at the Riverbank City Council Chambers, 6707 Third Street, Suite B, Riverbank, California, with Mayor/Chair Richard D. O'Brien presiding.

FLAG SALUTE

Mayor/Chair Richard D. O'Brien

INVOCATION

Reverend Charles Neal, Riverbank Ministerial Association

ROLL CALL

Present:

Mayor/Chair Richard D. O'Brien
Vice Mayor/Chair Darlene Barber-Martinez (CM-D4)
Council/Authority Member District 2 Cindy Fosi
Council/Authority Member Cal Campbell
Council/Authority Member Leanne Jones Cruz

AGENDA CHANGES: Mayor/Chair Richard D. O'Brien – *No changes were made.*

CONFLICT OF INTEREST

Any Council/Authority Member or Staff who has a direct Conflict of Interest on any scheduled agenda item to be considered is to declare their conflict at this time.

No one declared a conflict.

1. CONSENT CALENDAR

All items listed on the Consent Calendar are to be acted upon by a single action of the City Council/LRA Board unless requested by an individual Council/Authority Member or member of the public for special consideration. Otherwise, the recommendation of staff will be accepted and acted upon by motion of the City Council/LRA Board.

Item 1.A: Waive Readings. All Readings of ordinances and resolutions, except by title, are waived.

Item 1.B: A Resolution [No. 2018-080] Approving the Memorandum of Understanding between the City of Riverbank and the Riverbank Mid-Management Employees Association.

Item 1.C: Award Bid for the Community Center Remodel Project to Menghetti Construction Inc. and Authorize Execution of Future Change Orders.

Item 1.D: Table the Second Reading and Adoption of the Proposed **Ordinance** Approving a Rezone of 1.1± Acres to Planned Development Located at Seventh and Sierra Streets (APN 312-015-023) a Project Known as Riverbank Commons; to be Reintroduced in January, 2019.

Item 1.E: A **Resolution [No. 2018-081]** Approving the City of Riverbank to Enter into a Contract with Utility Systems Science and Software (US3) for Collection System Flow Monitoring and to Authorize the City Manager to Execute the Contract.

Item 1.F: ~~Award Bid for Riverbank Industrial Complex High-Voltage Electrical Project to Applied Power Systems and Authorize Execution of Future Change Orders.~~ A **Resolution [No. 2018-082]** to Conditionally Award Bid for the Riverbank Industrial Complex High-Voltage Electrical Project to Applied Power Systems, Inc., and Authorizes the City Manager to Execute Future Change Orders.

Recommendation: It is recommended that City Council/LRA Board approve the Consent Calendar items by roll call vote.

City Manager Sean Scully explained that the change made in the proposed resolution was to clarify that the award to Applied Power Systems, Inc. would be subject to the bidder complying with applicable HCD grant requirements.

ACTION: *By motion moved and seconded (Barber-Martinez / Jones Cruz / passed 5-0) to approve Consent Calendar Items 1.A through 1.F as presented. Motion carried by unanimous City Council and LRA Board roll call vote.*

AYES: Fosi, Campbell, Jones Cruz, Barber-Martinez, and Mayor/Chair O'Brien

NAYS: None / ABSENT: None / ABSTAINED: None

2. UNFINISHED BUSINESS

Item 2.1: Second Reading by Title Only and Adoption of Proposed Ordinance No. 2018-007 Amending Chapter 92: Fire Protection and Prevention of Title IX: General Regulations by Repealing this Chapter in its Entirety and Replacing it with a New Chapter 92: Fire Protection and Prevention of the City of Riverbank Code of Ordinances – It is recommended that the City Council conduct the second reading by title only of proposed Ordinance No. 2018-007, and consider its adoption by roll call vote.

City Manager Sean Scully presented the staff report.

ACTION: By motion moved and seconded (Jones Cruz / Barber-Martinez / passed 5-0) to approve Amending Chapter 92: Fire Protection and Prevention of Title IX: General Regulations by Repealing this Chapter in its Entirety and Replacing it with a New Chapter 92: Fire Protection and Prevention of the City of Riverbank Code of Ordinances by adoption of Ordinance No. 2018-007 as presented.
Motion carried by unanimous City Council roll call vote.
AYES: Fosi, Campbell, Jones Cruz, Barber-Martinez, and Mayor O'Brien
NAYS: None / ABSENT: None / ABSTAINED: None

Item 2.2: A Resolution [No. 2018-083] Declaring a Shelter Crisis pursuant to (Chapter 48, Statutes of 2018) and Government code section 8698.2 – It is recommended that the Riverbank City Council consider whether or not to approve the attached resolution declaring a shelter crisis in Riverbank pursuant to Government Code § 8698.2.

City Manager Sean Scully presented the staff report.
City Council and Staff discussed the item.
Public comments were made by resident Mr. Luis Uribe, local business owner Ms. Danielle Gravel, and local business owner Ms. Lana Clayton in favor of the resolution.

ACTION: By motion moved and seconded (Campbell / Jones Cruz / passed 5-0) to adopt Resolution No. 2018-083 Declaring a Shelter Crisis pursuant to (Chapter 48, Statutes of 2018) and Government code section 8698.2 as presented.
Motion carried by unanimous City Council roll call vote.
AYES: Fosi, Campbell, Jones Cruz, Barber-Martinez, and Mayor O'Brien
NAYS: None / ABSENT: None / ABSTAINED: None

3. PUBLIC HEARINGS

The public notice for Item 3.1 was published in the Riverbank News on 11/28/2018.

Item 3.1: A Resolution [No. 2014-084] Accepting the fiscal year 2017-18 annual AB 1600 Report of System Development Fee Activity – It is recommended that the City Council adopt a Resolution accepting the Fiscal Year 2017-18 Annual AB 1600 Report of System Development Fee Activity.

Assistant City Manager/Director of Finance Marisela Garcia presented the staff report.
Mayor O'Brien opened the public hearing at 6:20 p.m.; no one spoke, the hearing was closed.

ACTION: By motion moved and seconded (Jones Cruz / Barber-Martinez / passed 5-0) to adopt Resolution No. 2018-084 Accepting the fiscal year 2017-18 annual AB 1600 Report of System Development Fee Activity as presented.
Motion carried by unanimous City Council roll call vote.
AYES: Fosi, Barber-Martinez, Campbell, Jones Cruz, and Mayor O'Brien
NAYS: None / ABSENT: None / ABSTAINED: None

4. SPECIAL BUSINESS

- Item 4.1:** **Adoption of Resolution No. 2018-079 Reciting the Fact of the Consolidated General Municipal Election Held on November 6, 2018, and Declaring the Results and Such Other Matters as Provided by Law**
– It is recommended that the City Council adopt the resolution for the purpose of declaring elected Luis Uribe as Councilmember District 1, Cal Campbell as Councilmember District 2 3, and passage of ballot Measure B
– adoption of a Cannabis Business License Tax Ordinance **[No. 2018-008]**.

City Clerk/Elections Official Annabelle Aguilar presented the results of the Municipal Election.

ACTION: *By motion moved and seconded (Jones Cruz / Barber-Martinez / passed 5-0) to adopt Resolution No. 2018-079 Reciting the Fact of the Consolidated General Municipal Election Held on November 6, 2018, and Declaring Elected Luis Uribe as Councilmember District 1, Cal Campbell as Councilmember District 3, and passage of Ballot Measure B – adoption of a Cannabis Business License Tax Ordinance No. 2018-008 pursuant to the Certified Statement of the Vote. Motion carried by unanimous City Council roll call vote.*
AYES: Fosi, Campbell, Jones Cruz, Barber-Martinez, and Mayor O'Brien
NAYS: None / ABSENT: None / ABSTAINED: None

5. SPECIAL PRESENTATIONS

- Item 5.1:** **Recognition of Councilmember Leanne Jones Cruz** – It is recommended that the Riverbank City Council recognize Councilmember Leanne Jones Cruz for her dedication and public service to the City of Riverbank.

Commendations of service were extended to Councilmember Jones Cruz by each Member of the City Council, and by City Manager Sean Scully on behalf of City Staff. On behalf of the entire City, Mayor O'Brien presented Councilmember Jones Cruz with a special plaque of recognition for her dedication and service. She spoke of her love of the City, her gained experience, and her interest to remain involved and thanked everyone.

- Item 5.2:** **Administration of the Oath of Office, Presentation of the Certificates of Election, and Reorganization of the City Council** – It is recommended that the Mayor announce the duties to be carried out by the City Clerk/Elections Official for the seating of the elected Councilmembers for District 1 and District 3.

City Clerk/Elections Official Annabelle Aguilar administered the Oath of Office to elect Councilmember District 1 Luis Uribe, and elect Councilmember District 3 Cal Campbell; they signed their Oath of Office, and were each presented with their Official Certificate of Election.

Each Council Member made a few comments of their desire to serve and thanked their voters. Elections Official Aguilar announced that the November 6, 2018, Election finalized the City's

transition from an “at-large” electoral system to a “by-district” system, and thanked the community for their contributions to a successful transition.

Mayor/Chair O’Brien recessed the meetings for refreshments and reorganization of the Council at 6:45 p.m.

Mayor/Chair O’Brien reconvened the meetings at 7:02 p.m.

6. NEW CITY COUNCIL ROLL CALL

Roll call of the reorganized City Council/LRA Board was conducted, and all Members were present:

Mayor/Chair Richard D. O’Brien
Vice Mayor/Chair Darlene Barber-Martinez (CM-D4)
Council/Authority Member District 1 Luis Uribe
Council/Authority Member District 2 Cindy Fosi
Council/Authority Member District 3 Cal Campbell

CONFLICT OF INTEREST
Any Council/Authority Member or Staff who has a direct Conflict of Interest on any scheduled agenda item to be considered is to declare their conflict at this time.

No one declared a conflict.

7. PUBLIC COMMENTS (No Action Can Be Taken)

At this time, members of the public may comment on any item not appearing on the agenda, and within the subject matter jurisdiction of the City Council/LRA Board. Individual comments will be limited to a **maximum of 5 minutes** per person and each person may speak once during this time; time cannot be yielded to another person. Under State Law, matters presented during the public comment period cannot be discussed or acted upon. For record purposes, state your name and City of residence. Please make your comments directly to the City Council/LRA Board.

No one spoke.

8. NEW BUSINESS

Item 8.1: **A Resolution [No. 2018-085] to Appropriate \$55,000 from the Water Capital Improvement Reserve Fund (Fund 116) for Emergency Repairs to the Jackson Water Well** – It is recommended that City Council adopt a Resolution authorizing the appropriation of \$55,000 towards the repair of the Jackson Water Well.

*Director of Public Works Michael Riddell presented the staff Report.
City Council and Staff discussed the item.*

ACTION: *By motion moved and seconded (Campbell / Barber-Martinez / passed 5-0) to adopt Resolution No. 2018-085 approve the Appropriation of \$55,000 from the Water Capital Improvement Reserve Fund (Fund 116) for Emergency Repairs to the Jackson Water Well as presented.*
Motion carried by unanimous City Council roll call vote.
AYES: Campbell, Fosi, Uribe, Barber-Martinez, and Mayor O'Brien
NAYS: None / ABSENT: None / ABSTAINED: None

Item 8.2: **Nomination and Appointment of the Vice Mayor to Serve for the Year 2019** – It is recommended that the Mayor nominate a Councilmember to serve as Vice Mayor and the City Council, by motion for approval, make the appointment for a one-year term.

Mayor O'Brien nominated Vice Mayor Barber-Martinez to serve another year; no one objected, and Vice Mayor Barber-Martinez accepted the nomination.

ACTION: *By motion moved and seconded (Campbell / Uribe / passed 5-0) to appoint Vice Mayor Barber-Martinez for another year.*
Motion carried by unanimous City Council roll call vote.
AYES: Campbell, Fosi, Uribe, Barber-Martinez, and Mayor O'Brien
NAYS: None / ABSENT: None / ABSTAINED: None

9. COMMENTS/REPORTS

A brief report on notable attendance of a meeting or conference or other notable topics of City business shall be made. The Brown Act does not allow for discussion or action of items by the City Council during this time.

Item 9.1: Staff

- *City Manager Sean Scully announced the Christmas decoration contest among City Departments that resulted in great teambuilding, outstanding decorations, and lots of fun. The Parks and Recreation Department was declared the winner.*

Item 9.2: Council/Authority Member

- *Vice Mayor/Chair Barber-Martinez reported on her attendance of the Interfaith Thanksgiving Celebration, the Clean Airs Program Workshop, the 5th Annual North San Joaquin Valley Conference, and announced the Christmas Celebration for the Senior Citizens at the Friday Brunch.*

Item 9.3: Mayor/Chair

Mayor/Chair O'Brien: 1) Announced the League of California Cities Central Valley Divisional meeting, 2) commented on the tremendous amount of work ahead and the required stamina, inviting the City staff to a physical fitness challenge; accepted by City Manager Scully, 3)

announced a strategic planning session to be scheduled in January, and 4) announced that the City would be charging ahead at least through July, perhaps more.

ADJOURNMENT

There being no further business, Mayor/Chair O'Brien adjourned the meetings at 7:26 p.m.

ATTEST: (*Adopted 01/22/2018*)

APPROVED:

Annabelle H. Aguilar, CMC
City Clerk / LRA Recorder

Richard D. O'Brien
Mayor / Chair

DRAFT

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 3.C

SECTION 3: CONSENT CALENDAR

Meeting Date: January 22, 2019

Subject: A **Resolution** to Award a Contract to Indigo Hammond + Playle Architects, LLP for the City-Wide Space Use and Needs Assessment and Authorize the Additional Appropriation of \$90,600 from the General Government System Development Fee Fund (Fund 210)

From: Sean Scully, City Manager

Submitted by: Marisela H. Garcia, Assistant City Manager/Director of Finance

RECOMMENDATION

It is recommended that City Council adopt a Resolution awarding a contract to Indigo, Hammond + Playle Architects, LLP for the City-Wide Space Use and Needs Assessment and appropriate additional funds from the General Government System Development Fee Fund (Fund 210).

SUMMARY

In November 2018, the City issued a Request for Proposals (RFP) for a City-Wide Space Use and Needs Assessment. The City received three responses to the RFP. A team composed of City staff from various departments evaluated the proposals, held interviews, and selected the firm of Indigo Hammond + Playle Architects, LLP as the lowest, responsible bidder.

BACKGROUND

In June 2018, the City Council established a Strategic Plan Objective to “conduct a spatial analysis of all city facilities...” Over the past several years it has been evident that the City is outgrowing its current facilities. With the population growth that is anticipated to occur in the near future, the City Council thought it would be prudent to develop short-term and long-term plans to accommodate the growth in City staff that would be needed to serve our growing community.

The Scope of Work includes the following:

1. **Space Use Analysis:** Evaluate use at each city location and identify current working conditions and existing deficiencies related to building function, and

assess staff needs beyond current set-ups and whether the needs are being met within the existing space.

- 2. Shared Space Evaluation:** Evaluate if there is a cost benefit of combining or co-locating facilities or staff while continuing to meet the goals for customer service for both external and internal customers. This will include identifying workspace and flow and include any efficiency and cost-effective layout alternations that provide the necessary space to meet the City's goals.
- 3. Recommendations for Future Needs:** Assess growth projections by geographic location over the next 20-30 years. Identify and make recommendations regarding future constituent needs, current & future technological advances, and the concept of a singular city hall.

City staff is recommending that the Contract for services be awarded to Indigo Hammond + Playle Architects, LLP at a cost of \$120,566. The City has worked with this firm previously during the development of the Teen Center and has determined that their experience would be of benefit to this project.

FINANCIAL IMPACT

Costs to be covered by funds collected via the General Government System Development Fee Program. During the development of the City's Preliminary Budget, an initial appropriation of \$30,000 was made towards this project, therefore an additional \$90,600 is being recommended for appropriation. It became evident through the evaluation of the proposals received that the average market price for these services ranged between \$120,000 and \$190,000. The System Development Fee has anticipated this project since the development of the 2005 fee program and has collected sufficient funding.

ATTACHMENT

- 1) Indigo Hammond + Playle Architects, LLP Response
- 2) Resolution
- 3) Contract Draft



Hammond + Playle
Architects, LLP



PROPOSAL FOR THE CITY OF RIVERBANK

NOVEMBER 5TH, 2018

CITY-WIDE SPACE USE ASSESSMENT

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November 5th, 2018

Marisela H. Garcia
Assistant City Manager
Administration Department
6707 Third Street, Ste. A
Riverbank, CA 95367

RE: PROPOSAL, CITY-WIDE SPACE USE ASSESSMENT

Dear Ms. Garcia,

Indigo | Hammond + Playle Architects LLP (Indigo) are excited by the prospect of working with the City of Riverbank to prepare the City-wide Space Use Assessment. Indigo and its highly-qualified team of city facility specialists are pleased to submit our proposal for your project. We are experts at City space use assessments as well as, renovating municipal offices, and Civic relocation projects. In addition, we have extensive experience in assessing both new and remodeled City facilities. We have completed many other new and remodel civic projects including city halls, police and fire stations, dispatch communication centers, emergency operation centers, animal shelters, city master plan projects, and community centers.

Indigo was the team who designed and built your innovative Riverbank Teen Center. Through this work we have come to know key City of Riverbank staff and developed our working relationship with them, as we together defined, analyzed, and solved each of the many challenges along the way, including tight budgetary conditions. Here are the 5 reasons why Team Indigo is the best choice for your City-Wide Space Use Assessment:

1. Experienced Public Facilities Master Plan architects who have built what we have planned!

As our city of Davis Civic Facility Needs Assessment and Master Plan shows, we have lived by our own master planning findings and budgets, having followed up with the on-time and on-budget design and construction of 7 facilities now in use and operation. We have experience in all project types including city halls, community centers, public works maintenance yards, public safety facilities, animal shelters, and libraries to name a few. See our “Projects” section for case studies.

2. Logical, progressive step-by-step approach to planning staff deployment in civic facilities.

We understand how to assist the City as it assesses how to re-deploy City staff in a more logical way to improve staff efficiency, delivery of services to the public and at the same time improve staff workplace safety and morale. We will utilize our proven methodology that utilizes work flow and adjacency analysis to guide the optimization of staff arrangement. This exercise will result in identifying facilities that will no longer be necessary for the City’s operation. Please refer to Tab 3, Scope of Services of this proposal for a full explanation of our approach to this project.



3. Affordable and creative solutions for remodel, expansion and new civic facilities, including corporation yards.

A tangible result of the staff re-deployment plan will be building layouts for existing as well as possible new construction. We will quantify the initial construction costs as well as operational and maintenance costs as part of our cost benefit analysis that will quantify costs and benefits of three options: status quo, low first cost option and a fully optimized option that will explore the concept of a new single City Hall.

4. Reliable cost of construction and total project cost estimating.

We have designed and built a wide variety of civic buildings in the Central Valley. In Davis for example, we remodeled City Hall, and the Council Chambers, designed the Amtrak Plaza and served as Executive Architect for the Davis Police Headquarters. We pride ourselves in the accuracy of our construction cost estimating.

5. Planning for “Passive Survivability” and Sustainable Design.

Indigo has innovated the use of “passive survivability” to design public buildings in California. Passive survivability defines the natural ability of a building to maintain critical life-support conditions for its occupants when services such as power, fuel or water are lost for an extended period. This allows the building to survive the maximum anticipated earthquake event, fire, flood, or other natural disaster and to still be able to deliver the governmental services for which it was designed even while enduring the prolong power outage which ordinarily follows a disaster event.

Please let us know if you have any questions or would like to discuss the many ways Indigo and its team can support you. **We are an integrated team featuring direct principal involvement and we know each other well, having worked together successfully completing similar projects, including for the City of Riverbank. We are highly responsive and have never failed to meet an Owner’s critical time schedule. Our commitment is to deliver the highest quality project in step with your budgetary and timeline requirements.** Our firm has no conflicts of interest with this project. We designed the Riverbank Teen Center, but that building was listed as excluded from this study on page 1 of the RFP. **We would be honored to work with you on this project, so critical to the future of Riverbank.**

Regards,

Jonathan Hammond, AIA, CA27227

Indigo | Hammond + Playle Architects, LLP

909 Fifth Street, Davis, CA 95616

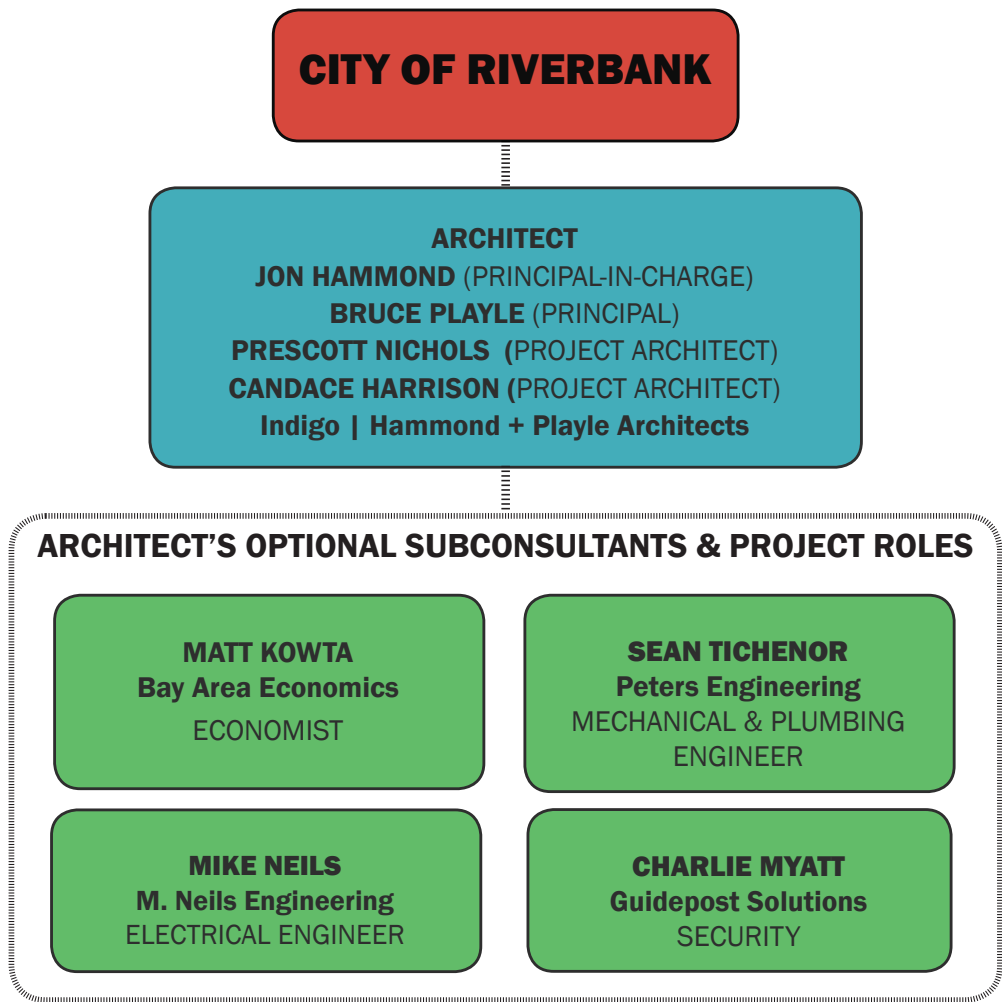
530.750.0756 ext. 1#

TAB 2 | PROJECT TEAM DESCRIPTIONS AND QUALIFICATIONS



PROJECT TEAM ORGANIZATION

The organizational chart below indicates the firms, their design disciplines and the individuals assigned to your project.



OFFICE LOCATION

INDIGO | HAMMOND + PLAYLE ARCHITECTS, LLP

Primary Contact: Jonathan Hammond
(530) 750.0756 ext. 1#
Address: 909 Fifth Street,
Davis, CA 95616



FIRM PROFILES:

INDIGO | HAMMOND + PLAYLE ARCHITECTS, LLP

*Mission Statement: “**Integrate Art, Architecture, and Ecology in order to put people in touch with the environment, each other, and their spiritual and cultural aspirations.**”*

Indigo’s team of seasoned professionals has worked together successfully completing multiple civic space needs assessment projects. Our approach is proven with a remarkable success rate on many different projects each with its unique set of challenges. We are fully capable and have the expertise on board and at our fingertips for any and all services your project may require.

HISTORY

Jonathan Hammond and Bruce Playle formed Indigo | Hammond & Playle Architects, LLP in 1999 merging many years of combined experience in the field. As LEED accredited architects, Indigo stays true to the ecological commitment of its principals, showing that green architecture can be implemented in a practical and cost-effective manner. Our goal is to combine ecological principles with functional design solutions to improve the everyday lives of people who own and use our buildings. We strive to make places that are beautiful, productive, energy-saving and functional.

INDIGO PERSONNEL

With seven full-time employees, Indigo is small enough so that each project benefits from hands-on guidance from one or both of the principals and large enough to produce substantial work quickly and efficiently. This, together with our “whole studio” team approach makes us exceptionally flexible in meeting client needs. Our architectural professionals, from a variety of professional and cultural backgrounds, produce all of our projects using the most comprehensive CAD, specification and project management tools available.

SERVICES

Our portfolio includes a wide variety of projects, large and small, in both private and public sectors. We specialize in civic design and planning work, including fire and police facilities, schools, libraries, city halls, public works corporation yards and parks and recreation facilities. Many of these projects involve complex regulatory and political issues. We are proud of our proven abilities to work within a stringent regulatory environment with constant citizen oversight.

COST CONTROL

We have an excellent record of tracking and controlling costs throughout the project and are proud of our ability to provide owners with timely and realistic estimates of total project cost at each phase of the design process. As architects with extensive construction experience, we understand the importance of communication between owners, designers, and contractors. Indigo provides complete architectural services for design, bidding, construction administration, move-in, and commissioning of site and building facilities.



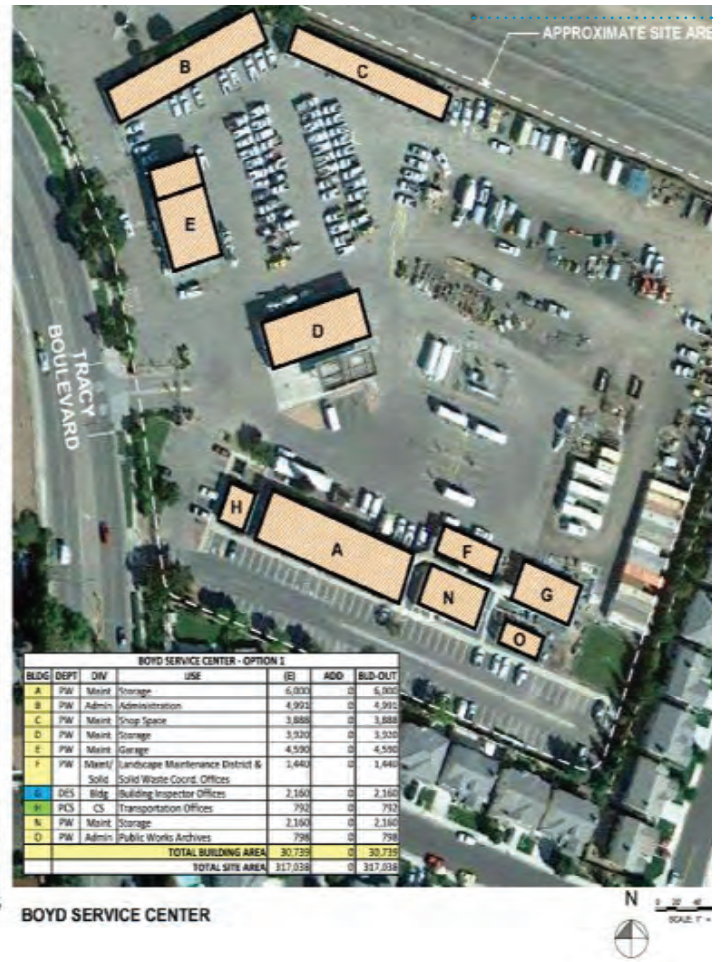
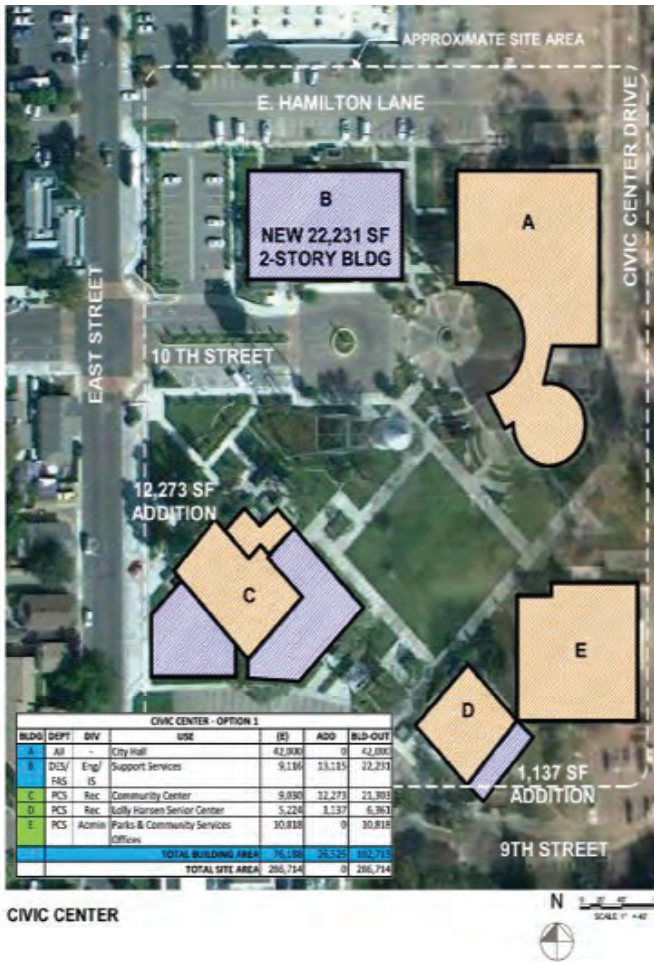
CITY OF STOCKTON CITY HALL SPACE PLANNING

The City of Stockton will relocate their City Hall to the newly acquired “Waterfront Towers” consisting of two Class “A” office buildings totaling approximately 123,000 S.F.. and including approximately 400 on-site parking spaces. Previously, the building has been used as office and a bank. Site development and construction of the two Waterfront Towers occurred in 1982-83. Over the years the tenants have occupied the buildings and constructed various interior improvements. Indigo has been commissioned to space plan all 123,000 square feet and together with designTECH, design interior spaces to best suit the City’s needs, now and in the future. Resilient features and security are being added to the design. Work on this Project is ongoing.

- + SIZE: 123,000 S.F.
- + COST: \$8,000,000
- + INDIGO PERSONNEL: PLAYLE, HARRISON
- + 2018



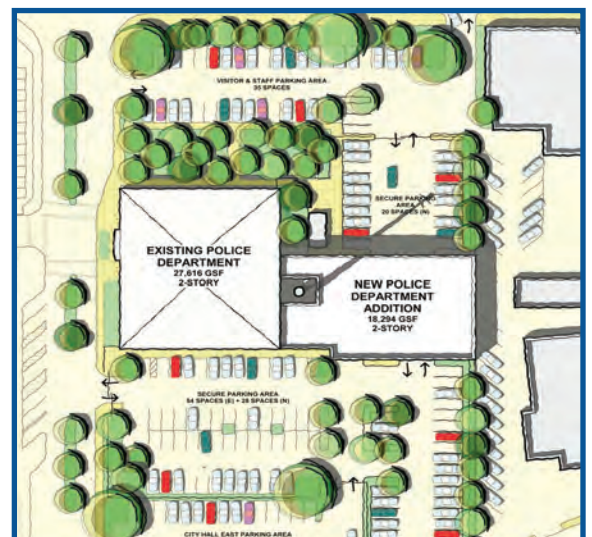
POSSIBLE LOBBY LAYOUT BY DESIGNTECH



TRACY NEEDS ASSESSMENT AND MASTER PLAN

Planned are 65,500 sf of facilities supporting community public safety objectives for Tracy as it grows from 82,000 now to 120,000 at buildout. Included are 4 new fire stations, a new Police Department Service Center and Police and Fire Training Facility. The existing police building is converted to a Public Safety Center consisting of Dispatch, EOC and a Downtown Police Station.

- + COMPLETED IN 2013
- + SIZE: 65,500 S.F.
- + KUL SHARM ASSISTANT DIRECTOR/CITY ENGINEER 209.831.6424
- + INDIGO PERSONNEL: HAMMOND, PLAYLE, NICHOLS





HISTORIC DAVIS CITY HALL OFFICES NEEDS ASSESSMENT, REMODEL AND ADDITION

City management knew the lack of adequate housing for city staff had become a major problem. The Davis population had been growing continuously and created a pent-up demand for space which needed to be addressed. The City Council acted to commission a Public Facilities Master Plan. Indigo Architects were commissioned to prepare a facilities master plan for six major projects, subsequently completing all of them over a fifteen year period on-time and on-budget.

- + COMPLETED IN 2001
- + SIZE: 34,000 S.F.
- + MICHAEL MITCHELL, INTERIM PRINCIPAL CIVIL ENGINEER, 530.757.5642 EXT. 5681
- + INDIGO PERSONNEL: HAMMOND, PLAYLE, NICHOLS



DAVIS COMMUNITY COUNCIL CHAMBERS



HISTORIC HILLSBOROUGH POLICE DEPARTMENT SPACE NEEDS ASSESSMENT

The Town of Hillsborough required an assessment of current Police Facilities in a historic building, erected in 1913. The site is very small, there is inadequate parking, it has accessibility issues, does not meet safety standards for police operations and has many other problems. Based on the shortcomings of the existing conditions, the Town of Hillsborough commissioned Indigo to perform a study to determine the needs now and into the future of the Police Department, whether those needs can be accommodated on the existing site, and how. Indigo is currently evaluating recommendations for the site.

- + CAPTAIN CAROLINE SERRATO (650) 375-7556
- + SIZE: 5800 S.F.
- + COST: \$70,000
- + INDIGO PERSONNEL: PLAYLE, HARRISON
- + 2018



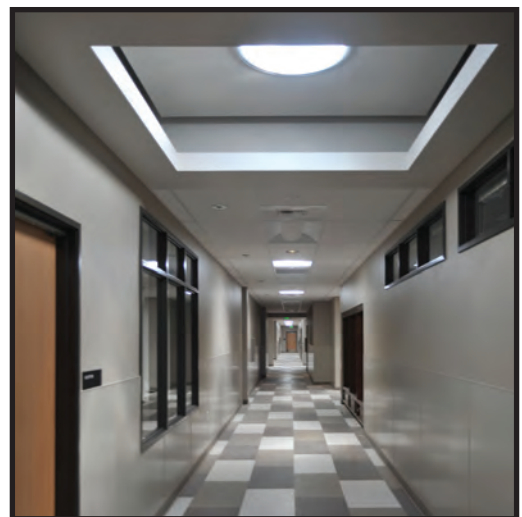
POLICE BUILDING ENTRANCE



RESILIENT YUBA COUNTY SHERIFF'S FACILITY

This remodel of a 56,000 SF, 2-story existing office building is carefully arranged to make maximum use of existing construction for cost-savings at the same time providing a first-rate and highly functional space for Sheriff operations. Use of “extended survivability” design method ensures EOC, Dispatch and Command functions are all operational well into any envisioned disaster. Raised entry protects against vehicle attack, EOC and critical infrastructure including generator, located on second level to allow continuous operations during flooding.

- + CONTACT: JERRY READ, UNDER SHERIFF (RETIRED)
530.749.7779
- + SIZE: 56,000 S.F.
- + COST: \$9,000,000, ON BUDGET
- + INDIGO PERSONNEL: HAMMOND, PLAYLE, NICHOLS
- + COMPLETED IN 2017



NATURALLY LIT INTERIOR CORRIDOR



RESILIENT DESIGNED POLICE HEADQUARTERS, VACAVILLE, CA

This full-service law enforcement facility provides state-of-the-art. Designed in accordance with “extended survivability” in mind, EOC and uniquely daylighted Communication/ Dispatch Center are located on the second floor to protect them from flooding. Also included are detention and booking with drive-through sallyport, interview rooms, evidence processing and storage, secure public service counter. High energy-efficiency and beautiful workplace result from use of windows and skylights which bring natural light deep into the interior, energy consumption is 34% below code minimum

- + CONTACT: TAWNIA SKOW, 707.449.5340
- + SIZE: 45,700 S.F.
- + COST: \$12,000,000, ON BUDGET
- + INDIGO PERSONNEL: PLAYLE, HAMMOND, NICHOLS
- + SITE: 1.03 ACRES



WINDOW SHADES BLOCK SUMMER HEAT BUT ALLOW WINTER LIGHT

indigo 10

HAMMOND + PLAYLE ARCHITECTS, LLP



This 50,000 sf public safety building provides high-quality offices and workstations and offices for a total of 200 personnel, including growth space planned for an additional 90. Space planning focused on worker satisfaction, efficiency, interdepartmental relationships and communications. Colors, fabrics and finishes were all selected in support of maintaining esprit de corps which is so essential in police work.



EMERGENCY OPERATIONS CENTER / COMMUNITY MEETING ROOM, VACAVILLE POLICE HEADQUARTERS



MAIN PUBLIC ENTRY, ELEVATED TO PROTECT FROM FLOODING & VEHICLE ATTACK



VACAVILLE POLICE HEADQUARTERS DAYLIT DISPATCH/COMMUNICATIONS CENTER



VACAVILLE POLICE HEADQUARTERS HIGH DENSITY STORAGE





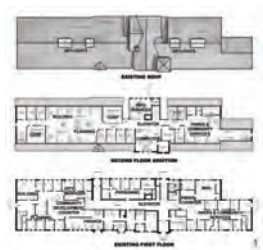
CIVIC CENTER MASTER PLAN, 1997

Expansion of City Hall and other facilities on this site is envisioned in this Master Plan study. A two-story office building addition to the original Modified Romanesque structure complements possible reuse and conversion of a gym.



CITY HALL MAJOR REMODEL, 1997

This remodel of historic Davis City Hall features environmentally sensitive interiors. A central hall connects all City functions and facilitates communication between City departments.



CITY HALL SECOND STORY ADDITION & REMODEL, 1997

This project makes office space where none existed through an extensive attic conversion. A new elevator and two new stairways correct a long-standing ADA problem and the mixed office and work station provide space for thirty additional staff.



PUBLIC FACILITIES MASTER PLAN, 1997

This Program and Master Plan study preceded expansion of City Hall. A two-story addition to the original Modified Romanesque structure complements possible reuse of a gym for office space. A complete City services building program was prepared including nexus study to the population and department staff growth indicators, trend analysis, space needs, space standards, and required adjacencies.



COMMUNITY COUNCIL CHAMBERS ADDITION & REMODEL, 2001

This project implements full ADA compliance including assisted-listening systems and physical accessibility. Security improvements and a state of the art lighting system was designed to be consistent with its interior design.



UNITED STATES BICYCLING HALL OF FAME (USBHOF)

Indigo assisted the City of Davis and USBHOF in designing improvements to the former Teen Center. Concepts for interior layout and bicycle displays, exterior expansion and entry areas were prepared which better established the building as the national caliber institution it is and integrated it into Central Park.



WALNUT COMMUNITY PARK AND AQUATIC CENTER FEASIBILITY STUDY

Indigo designed the master plan and pool facility for the Walnut Community Park in Davis. The park provides an entry/portal for the residential area recreational opportunities for the local neighborhood.



DAVIS AMTRAK DEPOT BENCH & PLAZA

Native plants create a landscape ecologically fit for the Central Valley. Serpentine benches depicting the seasons provide seating and public art for passengers. Granite boulders memorialize immigrant workers who died bringing the tracks through the mountains.



CORPORATION YARD REMODEL

Phase I included the remodel of the pre-engineered metal Davis Waste Removal Facility to a New Corporation Yard. Phase II included preparation of a master plan for the 5th Street Corporation Yard. Indigo served as Executive Architect.
Design-Build Team: SNC Contractors w/ Carl Kimura Architect



SP DEPOT MULTIMODAL MASTER PLAN

Multimodal transportation and downtown redevelopment study centered on reuse of the historic SP Depot train station. A consensus-based community workshop process was key to success.



CITY OF DAVIS POLICE HEADQUARTERS

Indigo served as Executive Architect to the City of Davis in a design-build arrangement for this essential services facility, one of the first built in California under special design-build enabling legislature.



LIVE OAK MINI PUBLIC FACILITIES MASTER PLAN. INCLUDING FIRE AND POLICE,

Under guidance from PMC, a combined Public Safety Facility and City Hall emerged from this feasibility study for the City of Live Oak. Designed with the concept of “extended survivability.”



TRACY PUBLIC SAFETY MASTER PLAN

Planned are 65,500 sf of facilities supporting community public safety objectives for Tracy as it grows from 82,000 now to 120,000 at buildout. Included are 4 new fire stations, a new Police Department Service Center and Police and Fire Training Facility. The existing police building is converted to a Public Safety Center consisting of Dispatch, EOC and a Downtown Police Station.



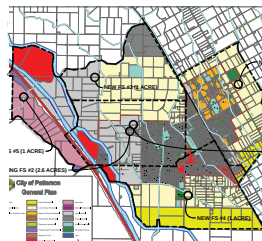
RIVERBANK TEEN CENTER

This Teen Center provides much needed space for after school programs and group activities. The Center is constructed using straw bale walls and incorporates daylighting and natural ventilation strategies. Large roll-up glass doors will the Center to open up onto the outdoor gathering areas.



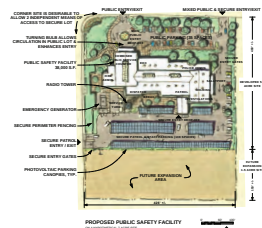
TRACY PUBLIC FACILITIES MASTER PLAN

Planned are 60,700 sf of public buildings which provide basic services for Tracy as it grows from 82,000 now to 120,000 at buildout. Included are expansions at the Civic Center, a new Community Recreation Building, a branch library and expansion of Tracy Library, and renovation and additions at the Boyd Service Center corporation yard.



PATTERSON PUBLIC SAFETY MASTER PLAN

The Patterson community plans to triple in size in the next 20 years. Directed by PMC this study provided police staff & space needs projections calibrated with 8 comparable cities in the San Joaquin Valley for maximum validity. Cost estimates and an impact fee analysis was prepared. Sites were analyzed and specific projects coordinated with on-going developments in the community.



PATTERSON PUBLIC SAFETY FACILITY

This new Public Safety Facility combines Police with Fire Administration and delivers a new state-of-the-art EOC, dispatch/ comm center, and detention facilities. While providing one-stop-shop customer-convenience savings in both staff and capital cost were also obtained through a joint-use concept.



JONATHAN HAMMOND

Principal & Partner, Indigo | Hammond + Playle Architects, LLP

PROJECT ROLE: PRINCIPAL IN CHARGE

STATEMENT OF PERSONAL HISTORY

Mr. Hammond's planning work is devoted to the creation of beautiful ecologically-adapted environments. His environmental art honors the spirit of place. Hammond developed the nation's first solar energy and energy conservation building code for the City of Davis and is credited with sparking the modern re-interest in use of local and low-energy materials with the construction of the first modern straw bale structure. Prior to starting Indigo, Mr. Hammond taught architecture and landscape architecture at the Kyushu Institute of Design in Japan and landscape architecture at the University of Illinois.

EDUCATION

- + Bachelor of Landscape Architecture, University of California, Berkeley
- + Master of Science, Ecology, University of California, Davis

REGISTRATION

- + Architect, California C27227

PROFESSIONAL ASSOCIATIONS

- + American Institute of Architects
- + USGBC LEED AP

SPEAKING ENGAGEMENTS

- + Invited Speaker, *Resiliency: Extending the Survivability of Buildings*, AIA National Convention, Chicago 2014
- + Session Speaker, *Straw Bale Buildings: An American Original Low-Tech Solution for High-Performance Buildings*, AIA National Convention, San Francisco 2009
- + Session Speaker, *Bioregional Design: Creating Region-specific Vernacular by Designing for Climate, Ecosystem, and Culture*, AIA National Convention, San Francisco 2009

RELEVANT PROJECTS

- + LEED GOLD UC Merced Childcare Center
- + Paradise Fire Station Feasibility Study
- + Riverbank Teen Center
- + Union City Fire Station #32 Dormitory Remodel
- + Fairfield Police Department Renovations
- + Vacaville Zero Net Energy Intermodal Transportation Center
- + Tracy Public Feasibility Master Plan
- + Davis Energy Conservation Building Code



**BRUCE PLAYLE****Principal & Partner, Indigo | Hammond + Playle Architects, LLP****PROJECT ROLE: PRINCIPAL****STATEMENT OF PERSONAL HISTORY**

With a professional design and planning background and over thirty one years of experience in public safety, municipal, educational, and commercial facilities, Mr. Playle is well prepared for serving your project needs. He has been at the forefront of development of alternate project delivery methods such as design-build, in both the public and private sectors. His special abilities in facilitation of large user groups and committees is an especially useful tool in reaching project design consensus. Mr. Playle believes strongly that every successful project begins with a concept statement that is implemented with a well-managed design and construction process.

EDUCATION

- + Bachelor of Architecture, cum laude, Auburn University, Alabama, 1979

REGISTRATION

- + Architect, California C15459

PROFESSIONAL ASSOCIATIONS

- + American Institute of Architects

SPEAKING ENGAGEMENTS

- + Invited Speaker, *Extending the Survivability of Buildings*, CALBO Annual Business Meeting, Monterey 2015
- + Invited Speaker, *Resiliency: Extending the Survivability of Buildings*, AIA National Convention, Chicago 2014
- + Session Speaker, *Bioregional Design: Creating Region-specific Vernacular by Designing for Climate, Ecosystem, and Culture*, AIA National Convention, San Francisco 2009

RELEVANT PROJECTS

- + Davis City Hall Remodel
- + Dublin Public Safety Complex Police Services Improvements
- + East Bay Regional Park District Public Safety Facility
- + Yuba County's Resilient Sheriff's Facility
- + Fairfield Police Department, Communications Center and Electrical Improvements
- + Vacaville Police Headquarters
- + Davis Police Headquarters
- + Hayfork Public Safety Complex
- + Tracy Public Facilities and Public Safety Master Plans





PRESCOTT NICHOLS

Project Architect, Indigo | Hammond + Playle Architects, LLP

PROJECT ROLE: Project Architect

Mr. Nichols has a master's degree in architecture from the University of Oregon, and a bachelor's degree in linguistics from the University of California at Santa Cruz. The U.S. Green Building Council has certified him as a Leadership in Energy and Environmental Design (LEED) Accredited Professional. He drafted the LEED performance requirements for a design-build police headquarters, resulting in an award-winning LEED certified facility for the client. He also collaborated in the programming and design of two recently completed projects: a fire station and two police department precinct buildings. For the precinct projects, Mr. Nichols developed a three part technical specification for a straw bale insulation and finish system (SIFS) - the first of its kind.

REGISTRATION

+ Architect, California C29107

EDUCATION

- + B.A. Linguistics, University of California, Santa Cruz
- + Master of Architecture, University of Oregon, Eugene

PROFESSIONAL ASSOCIATION

- + American Institute of Architects
- + USGBC LEED-AP

RELEVANT PROJECTS

- + West Sacramento Fire Station No. 41
- + Hayfork Public Safety Facility
- + Orland Police Headquarters
- + Visalia Police Substations
- + Vacaville Police Department
- + Woodland Police Department
- + Paradise Fire Station No. 3 Feasibility Study and Schematic Design



**CANDACE HARRISON****Project Architect, Indigo | Hammond + Playle Architects, LLP***PROJECT ROLE: Design Architect*

Having over 17 years of experience in the field, Ms. Harrison brings a strong technical and design background to the team. She has a passion for sustainable architecture and design. Some of her recent projects include the LEED Gold Modular UC Merced Early Childhood Education Center as well as the first zero-net energy Sikh Temple in the country. She has extensive experience with the design and construction of state facilities and has worked extensively with DSA for project approvals. Ms. Harrison has served as the project architect for the Fairfield Police Department renovation project. She is also skilled as a facilitator and has led workshops with the goal of bringing group consensus during the design process.

REGISTRATION

- + Architect, California C29524

EDUCATION

- + B.Arch. California State University, San Luis Obispo

PROFESSIONAL ASSOCIATION

- + American Institute of Architects

PROJECT ARCHITECT ON RELEVANT PROJECTS

- + *Fairfield Police Department Renovations*
- + *San Ramon PD Renovations*
- + *East Bay Regional Park District Public Safety Building*
- + *State of California, DMV Redding Field Office Renovations*
- + *Corcoran Police Headquarters*
- + *East Bay Regional Park District Public Safety Facility*
- + *Union City PD Evidence Room Remodel and Expansion*
- + *San Ramon Police Department*
- + *Yuba County Sheriff's Facility*
- + *Corcoran Police Headquarters*
- + *DMV Redding Field Office Renovations*
- + *UC Merced Early Childhood Development Center*
- + *UC Davis Cruess Hall Renovations*
- + *Placer County Design-Build Animal Shelter*
- + *Riverbank Teen Center*





METHOD OF OPERATION

Due to the project's size and complexity, we suggest the formation of two committees. First, an administration-led Working Group of up to 10 key persons/ constituents who would work directly with Indigo in conducting the study and will help produce Interim Findings. Secondly, there would be an Executive Committee of no more than 5 leaders (e.g. Mayor, City Manager, Department Heads, other) whose job it would be to make sure the goals are clear at the outset, to oversee Interim Findings as they emerge from the Working Group, to direct any course-changes to the work midstream if necessary, and generally act as a filter before material goes to Council, enhancing the prospects of Council approval. To Councilmember eyes, a project demonstrates fiscal responsibility through a checks-and-balance decision-making process. **In our experience, this system always produces positive results** and keeps key leaders informed, without the need for them to attend all meetings. We will facilitate meetings of the Working Group as well as the Executive Committee with a results-oriented approach to make the best use of the attendees' time. Our management system includes cost and schedule control mechanisms which will be implemented at project inception and monitored continuously along the way. We will report program, design, cost and schedule updates at every meeting, so that the City of Riverbank is in a position to make informed decisions every step of the way. We will coordinate with the Executive Committee, working with them to insure a sound decision and path forward is presented to City Council for their approval. In the case that local bond money is involved, and a Citizens Oversight Committee is present, we commit to working with them too, or at least presenting the case for the best use of bond money intended by the taxpayers.

PROPOSED SOLUTION

On whole, we will programmatically evaluate staff and space needs for each department and for the City as a whole, then ensure the usage of both buildings is maximized in support of the most efficient operations for the City of Riverbank. Safety and security will be ensured through proper deployment of physical and electronic security measures such as CCTV, access control, detection and alarms. Through an interview process with your key staff, we will establish existing space utilization and identify where deficiencies in space size and/or adjacencies exist. We will prepare a Program Summary where the staff and space demand change will occur with staffing changes. We will also devise Adjacency Diagrams and Functional Flow Diagrams detailing the proper operation of the major functions performed by department or subset of City operations. The flow diagrams will be used to guide efforts in the layout of most efficient floor plans. We will tour each building in detail and provide a general level assessment of each.

We propose a Work Plan estimated to take 4 months, or 12 weeks (excluding Holiday Weeks), after an assumed notice to proceed of December 12th. We use an iterative approach whereby all project deliverables are developed concurrently and presented with increased development at each step along the way. **When complete, the Work Plan delivers everything you need to define your project and move it ahead including: Needs Assessment; Space Planning Layout, Storage & Security Concerns, Cost, and Schedule.**



CONSULTANT APPROACH TO CITY'S SCOPE

The City of Riverbank is currently going through an exciting period of growth and expansion. From 2000 to 2017 the City's population has increased 59% to 24,740 and the City has a plan to increase its population to 49,834 by 2026. With the Crossroads West annexation project in the works, the City's needs are ever more urgent to establish how City departments can efficiently provide services to the public now and into the future.

The City of Riverbank has requested a needs assessment of how the City uses the buildings that it owns and occupies as well as an analysis of how well each building serves the needs of the City, its staff and the public via customer service. The City also needs an assessment of the costs and benefits of maintaining and operating each building and whether the building is meeting the needs of efficiency, service, security and storage for the City and its employees. In addition, the City wishes to examine possible staff relocation strategies for increasing staff work efficiency, facilitating staff/public interface, improving facility utilization efficiency, and reducing facility operational costs. Indigo's job will be to effectively analyze this very complex problem in a manner that will facilitate a successful relocation and consolidation of personnel to achieve the desired results. We propose to add an additional task to create an "Optimized Staff Deployment Diagram" as well as departmental "Organizational Flow Charts" and we will use these programmatic planning tools to allow us to understand how to best optimize the spatial organization of staff. This will allow us to plan for current City staffing needs, as well as the City's needs 20-30 years into the future. This task will be an addition to the City's proposed 3 Task scope of work which is shown in italics below.

TASK 1. *Space Use Analysis. Excluding the Wastewater Treatment Plant, Historical Museum, Teen Center, Scouts Hall, pool facilities and parks storage sheds, evaluate use at each location with regards to the amenities and space available through:*

- a. Identification of current working conditions and existing deficiencies related to building function (by type categorized in task 1a); including, but not limited to: storage needs, staff space requirements and necessary equipment.*
 - i. At a minimum, deliverables for this assessment should include:*
 - 1. A report with narrative descriptions of each building listed, and sections identifying each item highlighted including storage needs, staff space requirements (if applicable) and equipment needs.*
- b. An assessment of staff needs beyond current set-ups, and whether the needs and goals are being met within the existing space.*
 - i. At a minimum, deliverables for this assessment should include:*
 - 1. A standard space requirement table by City position class.*

Indigo will rely on the City to furnish records of annual utility costs and other annual building operations costs. The City will provide the costs on an individual building basis, if available. Alternatively, if the City can only provide costs at a more aggregated level, Indigo will work with City staff to develop a reasonable method to apportion costs to individual buildings (e.g., average cost per square foot of building space, average cost per square foot of landscape area, etc.).

Indigo will, diverge from the scope of work above by first developing a programmatic understanding of how City staff could be most effectively deployed and then develop a plan diagram expressing staff



organization in terms of work flow, adjacencies, and space requirements. Utilizing the City's existing "staff organization charts" we will meet with the City Manager's Office and Department Heads to produce "Optimized Staff Deployment Diagrams". That is, we will express the organization charts as an idealized plan diagram in order to understand the most efficient way to locate staff in space, in order to optimize: work flow, communications, and adjacencies between the various divisions and sub-divisions based on needed interactions between staff members and utilization of shared equipment and shared spaces such as meeting rooms. In addition it will optimize the staff's ability to productively interact with the public and conversely shield staff from unproductive interaction with the public so that they can get their various jobs done. The "Optimized Staff Deployment Diagrams" are the first critical step, because, we can then compare the optimized diagrams with how staff are now actually deployed in the City's various facilities and the utilize the Diagram to guide the rearrangement of staff.

As part of this initial work we will prepare space needs diagrams for each staff classification that will define an optimized work station for each classification. These space needs diagrams will be aggregated along with other necessary spaces in order to define the over all space needed for each department. Changes in space requirements based on modern work styles, digital communications, digital data storage and flexibility of work place location afforded by modern technology will be considered and included.

After we have developed an understanding of how City staff can be optimally deployed we will visit each City building in order to survey the current working conditions and existing deficiencies. Staff space requirements, storage needs, and econometric considerations will be observed and tabulated. We will utilize City-provided plans which will be notated with comments related to existing conditions, and deficiencies. We anticipate touring each building accompanied by a designated City staff person who will explain how staff utilize each space and how work is helped or hindered by existing conditions.

DELIVERABLES:

1. **Meeting Notes from meetings with Department Heads and Administration.**
2. **Standard "Space Requirements Table" with dimensioned plans for each City staff position class, ancillary spaces will also be included.**
3. **Functional Relationships and Work Flow Diagrams.**
4. **"Optimized Spatial Deployment Diagram" including each department and all staff.**
5. **Existing Staff Deployment Plans, including narrative descriptions of existing conditions for each building being considered, identifying existing uses, problems, excess space, as well as good conditions. Met and unmet staff space requirements, equipment needs, and storage needs will be discussed.**





TASK 2. Shared Space Evaluation. Evaluate if there is a cost benefit of combining or co-locating facilities or staff (based on information gathered as part of Task 1) while continuing to meet the goals for customer service for both external and internal customers. Include the feasibility of combined uses in shared, co-located buildings or modern work styles including networks, web portal and Internet based public services and access. This will identify workspace and flow, and include any efficiency and cost-effective layout alterations that provide the necessary space to meet the City's goals.

i. At a minimum, deliverables for this assessment should include:

1. Included within the discussion of current conditions in item b of the Space Use Analysis, discuss the benefits/drawbacks and associated costs for combining or co-locating staff in each location.
2. Narrative and graphical descriptions of alternative layouts of City facilities, including any potential to shift City services and reduce the inventory of City buildings. These recommendations should include cost benefit analysis taking into account land and building value, building operations and maintenance, and any recommended construction costs.

TASK 3. Recommendations for Future Needs. Assess growth projections by geographic location over the next 20-30 years. The consultant selected for this project will engage in a thorough assessment of the current city staff and public usage patterns. In taking a long-range view of the future, the consultant will determine projected changes in demographics and in the manner in which public services are or may be provided. The consultant will identify and make recommendations regarding:

- a. Constituent(s) needs and expectations;
- b. Current and future technological advances that impact delivery of public service to constituent(s);
- c. The concept of a singular city hall which houses the majority, if not all city departments and City Council chambers.

Narrative and graphical descriptions of alternative layouts of City facilities, including any potential to shift City services to reduce the inventory of City buildings. These recommendations will include cost benefit analysis taking into account land and building value, building operations and maintenance costs, and costs of any recommended alterations or new construction.

For these work Tasks, it will be important to overlay and compare the Existing Staff Deployment Plans with the Optimized Spatial Deployment Diagrams, both of which will have been prepared in Task 1.

The Optimized Spatial Deployment Plan will guide our efforts to creatively reorganize and improve staff deployment. We will prepare two new alternative plans. One will investigate using the existing buildings in a way that minimizes remodeling and new construction costs the "Low First Cost Re-Deployment Option". The "Optimum Re-Development Option" will take a more aggressive approach and allow for a more complete optimization of staff deployment, allow for additional shedding of existing obsolete City buildings, possible construction of new buildings, including the concept of a singular City Hall and it will be the "Optimum Re-deployment Option". The Space Standards developed above will also be utilized for this planning work. Important adjacencies will be optimized to improve work flow and the staff-public interface will be improved. Indigo will prepare a Construction and FF&E Budget Level Cost Estimate for each option.



An important consideration in this work will be the operating and maintenance costs of each facility with the goal of moving staff out of the costly to operate buildings and into the more efficient facilities. Additionally, the real estate value of each site considered will be brought into the equation since any site that can be emptied could potentially be sold with the proceeds going to other needs such as financing the cost of moving staff into a more efficient configuration.

DELIVERABLES:

1. **Narrative and graphical descriptions of alternative layouts of City buildings including potential to shift City services and reduce the inventory of City buildings.**
 - “Low First Cost Re-Deployment Option” including Construction Costs.
 - “Optimum Re-deployment Option” including Construction Costs.
 - Discussion of benefits/drawbacks and costs of combining and co-locating staff in each location.
2. **Cost Benefit Analysis for each of three options taking into account land and building value, operations and maintenance costs, FF&E and construction costs.**
3. **Draft Executive Summary**
4. **Draft Report**
5. **Final Report**

ASSUMPTIONS AND EXCLUSIONS:

1. **Any tasks beyond those described in the Scope of Services Chapter.**
2. **City staff will provide annually building utility costs and building operations costs, on an individual building basis, if available.**
3. **City will provide Floor Plans and Site maps for each property to be considered.**
4. **City will provide staff organizational charts and staff location for each City Department.**
5. **Detailed Floor Plan design beyond programmatic floor plate layouts, excluded.**
6. **Construction cost estimates will be “budget level” estimates based on building type & area.**
7. **This proposal assumes that the evaluation will be limited to “office” type clerical and administrative type offices, work cubicles, etc. excluding field work and shop work facilities. (We are experienced at Maintenance and Corporation Yard facilities so they can be added as optional tasks)**
8. **Engineering Evaluations such as Structural, mechanical, plumbing, and evaluation of facilities are excluded, however a full team of engineering consultants is included in the proposal they can be utilized where necessary for optional Tasks.**
9. **ADA/CASP Evaluations, excluded.**
10. **Public Safety Response and Service Area studies, excluded.**
11. **MAI Appraisals are excluded**





LIST OF CITY OWNED BUILDINGS TO BE ADDRESSED IN THE NEEDS ASSESSMENT

(Some buildings will be left out of the needs assessment, as noted in page 1 of the RFP. They are shown with strike through text below.)

- 1 City Hall North City Staff Facilities/Council Chambers Office 6707 Third Street
- 2 City Hall South City Staff Facilities Office 6617 Third Street
- 3 Riverbank Police Services Stanislaus Co. Sheriff Staff Facilities Office 6727 Third Street
- ~~4 Riverbank Historical Museum-Museum Office 3237 Santa Fe Street~~
- ~~5 Riverbank Teen Center Public Use Facility Recreation 3600 Santa Fe Street~~
- 6 Riverbank Community Center Public Use Facility Multi-Use 3600 Santa Fe Street
- ~~7 Riverbank Scouts Hall Public Use Facility Multi-Use 3017 High Street~~
- 8 Public Works Corporation Yard City Staff Facilities Office 2901 High Street
- 9 Riverbank CNG Maintenance Building City Staff Facilities Shop 2901 High Street
- ~~10 Wastewater Treatment Plant City Staff Facilities Office 23865 Santa Fe Road Escalon, CA~~





WORK PLAN FOR THE CITY OF RIVERBANK

Please Note: The following schedule and work plan take into account the Christmas and New Years Holidays and allow for City review time. We have the capability to significantly expedite the process if the City desires a quicker delivery schedule.

Dates	WORK TASK 1
Dec. 14 th , 2018	(Meeting 1) Indigo and City Staff: Kick-off meeting to discuss City priorities and to receive all relevant information including previously completed studies, site plans, and floor plans for all City sites and buildings to be included in the assessment. All City data regarding on-going operational costs for City facilities including utility costs, janitorial services, etc.
Dec. 14 th	(Meeting 2 Coordinated with Meeting 1) Indigo, City Staff: Meet with individual Department Heads or staff representatives to discuss optimum work flow, adjacencies, public staff interface etc. all related to optimizing staff deployment. Visit existing buildings to observe existing staff deployment and note unmet needs at existing facilities
Jan. 15 th	Indigo: 1. Prepare noted plans related to existing staff deployment 2. Prepare Space Requirements Table with graphic diagrams of typical spaces 3. Prepare Optimized Staff Deployment Diagrams
Jan 22 nd	(Meeting 3): Indigo & City Staff: Meet with staff to discuss above work products. Discuss direction of staff re-deployment options that will be prepared in Task 2 & 3 below.
Dates	WORK TASK 2
Feb 22 nd	Indigo: Prepare draft of Low First Cost Re-deployment Option and draft of Optimized Re-deployment Option including Narrative Description, and development of a single City Hall, Budget Level Development Cost for each option.



March 1 st	(Meeting 4) Indigo, City Staff: Meet with City staff to discuss work prepared above.
Dates	WORK TASK 3
March 20 th	Indigo: 1) Revise deployment options per staff input. 2) Prepare Cost Benefit analysis for status quo option and the two re-deployment options. 3) Prepare Draft Final Report.
April 1 st	(Meeting 5) Indigo and City Staff: 1. Video Conference meeting with staff to discuss Draft Final Report.
April 15 th	Indigo 2. Prepare Final Report/Submit to City.
TBD	(Meeting 6) Indigo & City Council 1. Present findings to City Council or other Civic Body. Additional presentations are optional





CHARLIE MYATT

Senior Project Manager, Guidepost Solutions LLC

PROJECT ROLE: Security & Technology Specialist

Charles H. Myatt has more than 30 years of experience in low voltage and security systems management, design, service, and installation. His current responsibilities include new systems design, product research, existing security assessment, and project management. For the majority of his professional career, Mr. Myatt was a licensed electrician. His responsibilities have included field installations, field service technician, project management, field supervisor, operations manager, production supervisor, research and development, system design and programming, site surveys, production of drawings and specifications, bidding, operations and acceptance testing for all types of video surveillance, security, and access control systems.

PROFESSIONAL AFFILIATIONS

- + International Brotherhood of Electrical Workers (IBEW)

CERTIFICATIONS

- | | |
|---------------------|------------------|
| + Casi Rusco (1800) | + Software House |
| + Radionics | + Vendicator |
| + Westinghouse | + Vicon |
| + Lenel | |

RELEVANT PROJECTS

+ **City of Brentwood Community Center**

Guidepost Solutions provided security consulting and design services for the construction of an 8,400 sq. ft. community center housing offices, a commercial kitchen, classroom spaces, and outdoor courtyards. Security systems included access control and video surveillance for the facility.

+ **Dublin Public Safety Complex Police Services Improvements**

Guidepost Solutions worked in collaboration with the architect to deliver security systems design and consulting that included video surveillance, access control, alarm monitoring, interview room recordings, and intercoms for the City of Dublin Police Department.

+ **Contra Costa District Attorney's Office**

Guidepost Solutions provided security consulting services for the construction of a 54,000 sq. ft. building that includes a lobby, a large community room, a two-story law library, conference spaces, staff lounges, and office space for 165 employees. Security systems addressed the building's unique functions, such as separate and secure prisoner entrances and the presence of law enforcement officers.



TAB 4 | SUBCONTRACTORS- FOR OPTIONAL SERVICES



MICHAEL NEILS

President, M. Neils Engineering, Inc.

PROJECT ROLE: Electrical Engineer

Michael Neils, with over 30 years as a principal in the consulting engineering business, heads the firm. He has extensive expertise in the electrical engineering peer review, evaluation, planning, design and construction support for projects throughout California. Mr. Neils has assembled a team of highly skilled professionals with a wide range of skills in planning, evaluation, design, analysis, fieldwork, project administration, and management.

EDUCATION

- + Bachelor of Science, Engineering, University of California, Davis, CA, 1971

REGISTRATION

- + Licensed Professional Engineer, California – No. E8707, 1975
- + Lighting Certified, National Council for the Qualification of Lighting Professions

PROFESSIONAL ASSOCIATIONS

- + International Code Council (ICC)
- + Institute of Electrical and Electronic Engineers (IEEE)
- + Illuminating Engineering Society of North America (IESNA)
- + International Dark Sky Association (IDA)
- + National Fire Protection Association (NFPA)

HONORS AND AWARDS

- + International GE Edison Award and Award for Excellence in Environmental Design, Sacramento Memorial Auditorium Exterior Lighting, 1988
- + Second Prize Paper Award, “Specifying Energy Efficiency in Fluorescent Fixtures”, IEEE, 1988

RELEVANT PROJECTS

- + San Leandro Police Department Space Planning for Expansion
- + Old Sacramento Lighting
- + SMUD Municipal Utility District Headquarters Renovations
- + Dublin Public Safety Complex Police Services Improvements
- + California State University, Sacramento Mendocino Hall Lighting Replacement
- + Yuba County’s Resilient Sheriff’s Facility





MATT KOWTA
MCP Principal, Bay Area Economics

PROJECT ROLE: Economist

Matt Kowta has worked for BAE since 1991, and he has managed BAE's Sacramento Region office since founding it in Davis in 1995. He works throughout the western U.S., and specializes in public finance, fiscal impact, affordable housing, redevelopment, and strategic economic development. Throughout his career, Matt has pioneered innovative techniques in economic analysis to meet the challenges of contemporary urban development.

Matt provides a wide range of economic and real estate advisory services to public agencies, including projections of increased demand for public services, estimates of increased public service costs, and strategies to pay for capital costs and ongoing operations and maintenance costs. This includes fee programs and financing strategies, including creative public-private partnership approaches. Matt recently served as BAE's principal in charge for the assignment as economics subcontractor to Fraser Seiple for the County Operations Center Master Plan project. Matt recently served as BAE's principal in charge of work as the economics subcontractor for public facilities master planning projects for Tracy and Patterson. He has prepared public facilities financing strategies for numerous public projects, including Specific Plans and General Plans. He has also prepared impact fee studies covering the full range of public facilities and infrastructure.

Matt has also managed projects in locations in diverse locations in the Central Valley, Southern California, the San Francisco Bay Area, Reno/Tahoe, Oregon, Washington State, and Colorado. He recently managed economic analysis for a TOD-oriented Specific Plan in Santa Clarita and for a bicycle, pedestrian, and equestrian trails master plan in Big Bear Lake. His experience spans the full continuum of the development process, from long range planning and pre-development through redevelopment and revitalization. He has provided expert witness and litigation support services to public agency and private sector clients.

Matt earned a BA in Geography from UCLA and an MCP from UC Berkeley. He has lectured at UC Berkeley, UC Davis, the California Downtown Association, the California Local Agency Formation Commission, and ULI. He is the past Chair of the Davis Downtown Business Association and he recently chaired a task force appointed by the City Council to develop comprehensive parking management recommendations for Downtown Davis.



TAB 4 | SUBCONTRACTORS- FOR OPTIONAL SERVICES



SEAN TICHENOR **Principal, Peters Engineering**

PROJECT ROLE: Mechanical and Plumbing Engineer

Mr. Tichenor joined Peters Engineering in 2000 and is now a Principal with the firm. With over 32 years of experience, Sean has been involved in Civic projects ranging from fire stations, police facilities and courthouses. His experience also includes studies of projects prior to design to determine the feasibility and cost to remodel or create new projects to meet the Owner's needs. His experience includes knowledge of new and existing facilities and how to make them the most efficient and cost effective choice for the owner. He has then also been able to work on implementing the projects with the preparation of the required construction documents to accomplish the goal and objectives of the owner set forth in the early evaluations and assessments. Sean knows the importance of the relationship between owner and consultant and has a motivated staff at Peters Engineering striving to listen, respond, and guide the owner to a successful outcome.

EDUCATION

- + Graduate B.S. – Mechanical Engineering California State University, Sacramento, CA

REGISTRATION

- + California M31176, 1999
- + California Board for Professional Engineers and Land Surveyors

PROFESSIONAL ASSOCIATIONS

- + American Society of Heating, Refrigerating and Air Conditioning Engineers (ASHRAE)
- + California Society for Healthcare Engineering, Inc.
- + LEED AP

RELEVANT PROJECTS

- + California State Office of Publishing Remodel
- + San Joaquin Delta Community College Shops Remodel
- + Butte County Office of Education Boiler Replacements
- + Elk Grove Fire Stations 71, 73, 75, and 76
- + City of Roseville Corporate Yard HVAC and Controls Remodel
- + City of Roseville Police Department Server Room Remodel
- + Sutter County District Attorney Office Remodel
- + Sutter County Health Psychiatric Warehouse Remodel
- + Yuba County's Resilient Sheriff's Facilities



REFERENCES

SUSAN FITZPATRICK

Director of Parks and Recreation
6707 Third Street
Riverbank, CA
209-863-7150
sfitzpatrick@riverbank.org

KUL SHARMA

Assistant Director/City Engineer
City of Tracy
333 Civic Center Plaza
Tracy, CA 95376
209.831.6424
209.831.6439
Email: kuldeep.sharma@ci.tracy.ca.us

MICHAEL MITCHELL

Davis City Hall Offices Remodel and Addition, and Various other City of Davis Work
City of Davis, Public Works Interim Principal Civil Engineer
23 Russell Boulevard
Davis, CA 95616
MMitchell@cityofdavis.org, 530.757.5642 ext. 5681

CHRIS FOSS

Project: Dublin Police Services and Public Safety Complex Improvements
City of Dublin, City Manager
100 Civic Plaza
Dublin, CA 94568
Chris.Foss@dublin.ca.gov, 925.833.6650



CITY OF RIVERBANK

RESOLUTION

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF RIVERBANK, CALIFORNIA, TO AWARD A CONTRACT TO INDIGO HAMMOND + PLAYLE ARCHITECTS, LLP FOR THE CITY-WIDE SPACE USE AND NEEDS ASSESSMENT AND AUTHORIZE THE ADDITIONAL APPROPRIATION OF \$90,600 FROM THE GENERAL GOVERNMENT SYSTEM DEVELOPMENT FEE FUND (FUND 210)

WHEREAS, in 2015 the City Council approved the updated System Development Fee Program; and

WHEREAS, the collections of funds towards the evaluation and construction of a future City Hall was included as a project in the fee program; and

WHEREAS, the City Council established a Strategic Plan Objective in June 2018 to conduct a City-Wide Space Use and Needs Assessment in order to develop a plan for short-term and long-term facility needs; and

WHEREAS, the lowest responsible bidder was determined to be Indigo Hammond + Playle Architects, LLP; and

WHEREAS, it is recommended that an additional \$90,600 from the General Government System Development Fee Fund (Fund 210) should be allocated towards this project for a total cost of \$120,600.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Riverbank hereby awards the contract to Indigo Hammond + Playle Architects, LLP for the City-Wide Space Use and Needs Assessment and authorizes the additional appropriation of \$90,600 from the General Government System Development Fee Fund (Fund 210) towards said project.

PASSED AND ADOPTED by the City Council of the City of Riverbank at a regular meeting held on the 22nd day of January, 2019; motioned by Councilmember _____, seconded by Councilmember _____, and upon roll call was carried by the following City Council vote of _____ :

AYES:

NAYS:

ABSENT:

ABSTAINED:

ATTEST:

APPROVED:

Annabelle H. Aguilar, CMC
City Clerk

Richard D. O'Brien
Mayor

CONSULTANT SERVICES AGREEMENT

THIS CONSULTANT SERVICES AGREEMENT (“Agreement”) is made and entered into this ____ day of _____ 201__, (the “Effective Date”) by and between the City of Riverbank, a California municipal corporation (“City”), and Indigo Hammond + Playle Architects, LLP, a [California limited liability partnership] (“Consultant”). City and Consultant may herein be referred to individually as a “Party” and collectively as the “Parties”. There are no other parties to this Agreement.

RECITALS

A. City has issued a request for proposals (“RFP”) for consultant services for the preparation of a City-Wide Space Use and Needs Assessment (the “Project”).

B. Consultant has submitted a proposal to City that includes a scope of proposed consultant services, attached hereto and described more fully in **Exhibit A** (“Services”).

C. Consultant represents that it is qualified, willing and able to provide the Services to City, and that it will perform Services related to the Project according to the rate schedule attached hereto and described more fully in **Exhibit B** (the “Rates”).

NOW, THEREFORE, in consideration of the promises and covenants set forth below, the Parties agree as follows:

AGREEMENT

1. Consulting Services. Consultant agrees, during the term of this Agreement, to perform the Services for City in connection with the Project. Any request for services in addition to the Services described in **Exhibit A** will be considered a request for additional consulting services and not compensated unless the Parties otherwise agree in writing. No subcontract shall be awarded or an outside consultant engaged by Consultant unless prior written approval is obtained from City.

2. Compensation. City shall pay Consultant according to the fee schedule set forth in the Rates, as full remuneration for the performance of the Services. Consultant agrees to maintain a log of time spent in connection with performing the Services. On a monthly basis, Consultant shall provide City, in reasonable and understandable detail, a description of the services rendered pursuant to the Services and in accordance with the Rates. If the work is satisfactorily completed, City shall pay such invoice within thirty (30) days of its receipt. If City disputes any portion of any invoice, City shall pay the undisputed portion within the time stated above, and at the same time advise Consultant in writing of the disputed portion.

3. Reimbursement. City shall pay Consultant for reimbursable expenses related to travel, lodging, conference calls, reproduction and other costs incurred related to Consultant’s

performance of the Services. Such reimbursable costs shall be invoiced and billed to the City on a monthly basis, provided that in no event shall reimbursable expenses exceed **\$120,566.00**.

4. Confidential Information. Consultant understands and agrees that, in the performance of Services under this Agreement or in the contemplation thereof, Consultant may have access to private or confidential information that may be owned or controlled by City and that such information may contain proprietary or confidential details, the disclosure of which to third parties may be damaging to City ("Confidential Information").

Consultant shall not, either during or after the Term, disclose to any third party any Confidential Information without the prior written consent of City. If City gives Consultant written authorization to make any such disclosure, Consultant shall do so only within the limits and to the extent of that authorization. Such authorization does not guarantee that the City will grant any further disclosure of Confidential Information. Consultant may be directed or advised by the City Attorney on various matters relating to the performance of the Services on the Project or on other matters pertaining to the Project, and in such event, Consultant agrees that it will treat all communications between itself, its employees and its subcontractors as being communications which are within the attorney-client privilege.

5. Term. This Agreement shall become effective on the Effective Date and will continue in effect until the Services provided herein have been completed, unless terminated earlier as provided in Section 6 or 7 below (the "Term").

6. Termination. City may terminate this Agreement prior to the expiration of the Term ("Termination"), without cause or reason, by notifying Consultant in writing of City's desire to terminate this Agreement (the "Termination Notice"). Upon receipt of a Termination Notice, Consultant shall immediately cease performing the Services. Consultant will be entitled to compensation, as of the date Consultant receives the Termination Notice, only for Services actually performed.

7. Termination for Cause. Notwithstanding Section 6 above, this Agreement may be terminated by City for cause based on the loss or suspension of any licenses, permits or registrations required for the continued provision of the Services, or Consultant's malfeasance. Termination of the Agreement for cause as set forth in this Section shall relieve City from compensating Consultant.

8. Performance by Key Employee. Consultant has represented to City that **Jonathan Hammond** will be the person primarily responsible for the performance of the Services and all communications related to the Services. City has entered into this Agreement in reliance on that representation by Consultant.

9. Property of City. The following will be considered and will remain the property of City:

A. Documents. All reports, drawings, graphics, working papers and Confidential Information furnished by City in connection with the Services ("Documents").

Nothing herein shall be interpreted as prohibiting or limiting City's right to assign all or some of City's interests in the Documents.

B. Data. All data collected by Consultant and produced in connection with the Services including, but not limited to, drawings, plans, specifications, models, flow diagrams, visual aids, calculations, and other materials ("Data"). Nothing herein shall be interpreted as prohibiting or limiting City's right to assign all or some of City's interests in the Data.

C. Delivery of Documents and Data. Consultant agrees, at its expense and in a timely manner, to return to City all Documents and Data upon the conclusion of the Term or in the event of Termination.

10. Duties of City. In order to permit Consultant to render the services required hereunder, City shall, at its expense and in a timely manner:

A. Provide such information as Consultant may reasonably require to undertake or perform the Services;

B. Promptly review any and all documents and materials submitted to City by Consultant in order to avoid unreasonable delays in Consultant's performance of the Services; and

C. Promptly notify Consultant of any fault or defect in the performance of Consultant's services hereunder.

11. Representations of Consultant. City relies upon the following representations by Consultant in entering into this Agreement:

A. Qualifications. Consultant represents that it is qualified to perform the Services and that it possesses the necessary licenses, permits and registrations required to perform the Services or will obtain such licenses or permits prior to the time such licenses or permits are required. Consultant represents and warrants to City that Consultant shall, at Consultant's sole cost and expense, keep in effect or obtain at all times during the Term of this Agreement, any licenses, permits, and registrations that are legally required for Consultant to practice Consultant's profession at the time the Services are rendered.

B. Consultant Performance. Consultant represents and warrants that all Services under this Agreement shall be performed in a professional manner and shall conform to the customs and standards of practice observed on similar, successfully completed projects by specialists in the Services to be provided. Consultant shall adhere to accepted professional standards as set forth by relevant professional associations and shall perform all Services required under this Agreement in a manner consistent with generally accepted professional customs, procedures and standards for such Services. All work or products completed by Consultant shall be completed using the best practices available for the profession and shall be free from any defects. Consultant agrees that, if a Service is not so performed, in addition to all of its obligations under this Agreement and at law, Consultant shall re-perform or replace unsatisfactory Service at no additional expense to City.

12. Compliance with Laws and Standards. Consultant shall insure compliance with all applicable federal, state, and local laws, ordinances, regulations and permits, including but not limited to federal, state, and county safety and health regulations. Consultant shall perform all work according to generally accepted standards within the industry. Consultant shall comply with all ordinances, laws, orders, rules, and regulations, including the administrative policies and guidelines of Client pertaining to the work.

13. Independent Contractor; Subcontracting. Consultant will employ, at its own expense, all personnel reasonably necessary to perform the Services. All acts of Consultant, its agents, officers, employees and all others acting on behalf of Consultant relating to this Agreement will be performed as independent contractors. Consultant, its agents and employees will represent and conduct themselves as independent contractors and not as employees of City. Consultant has no authority to bind or incur any obligation on behalf of City. Except as City may specify in writing, Consultant shall have no authority, express or implied, to act on behalf of City in any capacity whatsoever as an agent. Consultant shall have no authority, express or implied, pursuant to this Agreement to bind City to any obligation whatsoever. Consultant is prohibited from subcontracting this Agreement or any part of it unless such subcontracting is expressly approved by City in writing.

14. Insurance. Consultant and all of Consultant's contractors and subcontractors shall obtain and maintain insurance of the types and in the amounts described in this paragraph and its subparagraphs with carriers reasonably satisfactory to City.

A. General Liability Insurance. Consultant shall maintain occurrence version commercial general liability insurance or an equivalent form with a limit of not less than Two Million Dollars (\$2,000,000) per claim and Two Million Dollars (\$2,000,000) for each occurrence.

B. Workers' Compensation Insurance. Consultant shall carry workers' compensation insurance as required by the State of California under the Labor Code. Consultant shall also carry employer's liability insurance in the amount of One Million Dollars (\$1,000,000.00) per accident, with a One Million Dollar (\$1,000,000.00) policy limit for bodily injury by disease, and a One Million Dollar (\$1,000,000.00) limit for each employee's bodily injury by disease.

C. Errors and Omissions Liability. Consultant shall carry errors and omissions liability insurance in the amount of no less than One Million Dollars (\$1,000,000.00) per occurrence or greater if appropriate for the Consultant's profession. Architects and engineers coverage is to be endorsed to include contractual liability. Any deductibles or self-insured retentions must be declared to and approved by the City. At the option of the City, either the insurer shall reduce or eliminate such deductibles or self-insured retentions with respect to the City, elected and appointed councils, commissions, directors, officers, employees, agents, and representatives ("City's Agents"); or the Consultant shall provide a financial guarantee satisfactory to the City guaranteeing payment of losses and related investigations, claims administration and defense expenses.

D. Other Insurance Requirements. Within five (5) days of the Effective Date, Consultant shall provide City with certificates of insurance for all of the policies required under this Agreement (“Certificates”), excluding the required worker’s compensation insurance. Such Certificates shall be kept current for the Term of the Agreement and Consultant shall be responsible for providing updated copies and notifying City if a policy is cancelled, suspended, reduced, or voided. With the exception of the worker’s compensation insurance, all of the insurance policies required in this Agreement shall: (a) provide that the policy will not be cancelled, allowed to expire, or materially reduced in coverage without at least thirty (30) days’ prior written notice to City of such cancellation, expiration, or reduction and each policy shall be endorsed to state such; (b) name City, and City’s Agents as additional insureds with respect to liability arising out of Services, work or operations performed by or on behalf of the Consultant; products and completed operations of the Consultant; premises owned, occupied, or used by the Consultant, or automobiles owned, leased, or hired or borrowed by the Consultant. The coverage shall contain no special limitations on the scope of protection afforded to the City; (c) be primary with respect to any insurance or self-insurance programs covering City or City’s Agents and any insurance or self-insurance maintained by City or City’s Agents shall be in excess of Consultant’s insurance and shall not contribute to it; (d) contain standard separation of insured provisions; and (e) state that any failure to comply with reporting or other provisions of the policy including breaches of warranties shall not affect the coverage provided to the City.

15. Indemnification. Consultant hereby agrees to indemnify and hold harmless City, its agents, officers, employees and volunteers, against all liability, obligations, claims, loss, and expense (a) caused or created by Consultant, its subcontractors, or the agents or employees of either, whether negligent or not, pertaining to or related to acts or omissions of Consultant in connection with the Services, or (b) arising out of injuries suffered or allegedly suffered by employees of Consultant or its subcontractors (i) in the course of their employment, (ii) in the performance of work hereunder, or (iii) upon premises owned or controlled by City. Consultant’s obligation to defend, indemnify and hold City and its agents, officers, employees and volunteers harmless is not terminated by any requirement in this Agreement for Consultant to procure and maintain a policy of insurance.

16. Consequential Damages. Notwithstanding any other provision of this Agreement, in no event shall City be liable, regardless of whether any claim is based on contract or tort, for any special, consequential, indirect or incidental damages, including, but not limited to, lost profits or revenue, arising out of or in connection with this Agreement or the Services performed in connection with this Agreement.

17. Litigation. In the event that either Party brings an action under this Agreement for the breach or enforcement hereof, or must incur any collection expenses for any amounts due hereunder the prevailing Party in such action shall be entitled to its costs including reasonable attorney’s fees, whether or not such action is prosecuted to judgment.

18. Notices. Any notice or communication required hereunder between City or Consultant must be in writing, and may be given either personally, by registered or certified mail (return receipt requested), or by Federal Express, UPS or other similar couriers providing overnight

delivery. If personally delivered, a notice shall be deemed to have been given when delivered to the Party to whom it is addressed. Notices given by registered or certified mail shall be deemed to have been given and received on the first to occur of (a) actual receipt by any of the addressees designated below as the party to whom notices are to be sent, (b) on the date delivered as shown on a receipt issued by the courier, or (c) five (5) days after a registered or certified letter containing such notice, properly addressed, with postage prepaid, is deposited in the United States mail. If given by Federal Express or similar courier, a notice or communication shall be deemed to have been given and received on the date delivered as shown on a receipt issued by the courier. Any Party hereto may at any time, by giving ten (10) days written notice to the other Party hereto, designate any other address in substitution of the address to which such notice or communication shall be given. Such notices or communications shall be given to the Parties at the addresses in this paragraph set forth below:

If to City: City of Riverbank
6707 Third Street
Riverbank, CA 95367
Attn: City Clerk

With courtesy copies to: City of Riverbank
6707 Third Street
Riverbank, CA 95367
Attn: City Manager

And to: Churchwell White LLP
1414 K Street, 3rd Floor
Sacramento, California 95814
Attention: Douglas L. White, Esq.

If to Consultant: Indigo Hammond + Playle Architects, LLP
909 Fifth Street
Davis, CA 95616
Attention: Jonathan Hammond

19. General Provisions.

A. Modification. No alteration, modification, or termination of this Agreement shall be valid unless made in writing and executed by all Parties.

B. Waiver. The waiver by any Party of a breach of any provision hereof shall be in writing and shall not operate or be construed as a waiver of any other or subsequent breach hereof unless specifically stated in writing.

C. Assignment. No Party shall assign, transfer, or otherwise dispose of this Agreement in whole or in part to any individual, firm, or corporation without the prior written consent of the other Party. Subject to the forgoing provisions, this Agreement shall be binding upon, and inure to the benefit of, the respective successors and assigns of the Parties.

D. Governing Law. This Agreement shall be governed by and construed in accordance with the laws of the state of California.

E. Venue. Venue for all legal proceedings shall be in the Superior Court of California for the County of Stanislaus.

F. Partial Invalidity. If any provision of this Agreement is held by a court of competent jurisdiction to be invalid, void, or unenforceable, the remaining provisions shall nevertheless continue in full force without being impaired or invalidated in any way.

G. Counterparts. This Agreement may be executed in two or more counterparts, each of which shall constitute an original and all of which shall be deemed a single agreement.

H. Severability. If any term, covenant, or condition of this Agreement is held by a court of competent jurisdiction to be invalid, the remainder of this Agreement shall remain in effect.

I. Audit. City shall have access at all reasonable times to all reports, contract records, contract documents, contract files, and personnel necessary to audit and verify Consultant's charges to City under this Agreement.

J. Entire Agreement. This Agreement sets forth the entire understanding between the Parties as to the subject matter of this Agreement and merges all prior discussions, negotiations, proposal letters or other promises, whether oral or in writing.

K. Headings Not Controlling. Headings used in this Agreement are for reference purposes only and shall not be considered in construing this Agreement.

L. Time is of the Essence. Time is of the essence in this Agreement for each covenant and term of a condition herein.

IN WITNESS WHEREOF, the Parties have executed this Agreement as of the last day and date below written.

CITY:

CITY OF RIVERBANK, a California
municipal corporation

By: _____
Sean Scully, City Manager

Date: _____

Attest:

Annabelle H. Aguilar, CMC, City Clerk

Approved as to Form:

Tom P. Hallinan, City Attorney

CONSULTANT:

Indigo Hammond + Playle Architects, LLP, a
[California limited liability partnership]

By: _____

Name: _____

Date: _____

EXHIBIT A

Services

WORK TASK 1

(Meeting 1) Indigo and City Staff:

Kick-off meeting to discuss City priorities and to receive all relevant information including previously completed studies, site plans, and floor plans for all City sites and buildings to be included in the assessment. All City data regarding on-going operational costs for City facilities including utility costs, janitorial services, etc.

(Meeting 2 Coordinated with Meeting 1) Indigo, City Staff:

Meet with individual Department Heads or staff representatives to discuss optimum work flow, adjacencies, public staff interface etc. all related to optimizing staff deployment.
Visit existing buildings to observe existing staff deployment and note unmet needs at existing facilities

Indigo:

1. Prepare noted plans related to existing staff deployment
2. Prepare Space Requirements Table with graphic diagrams of typical spaces
3. Prepare Optimized Staff Deployment Diagrams

(Meeting 3): Indigo & City Staff:

Meet with staff to discuss above work products. Discuss direction of staff re-deployment options that will be prepared in Task 2 & 3 below.

WORK TASK 2

Indigo:

Prepare draft of Low First Cost Re-deployment Option and draft of Optimized Re-deployment Option including Narrative Description, and development of a single City Hall, Budget Level Development Cost for each option.

(Meeting 4) Indigo, City Staff:

Meet with City staff to discuss work prepared above.

WORK TASK 3

Indigo:

- 1) Revise deployment options per staff input.
- 2) Prepare Cost Benefit analysis for status quo option and the two re-deployment options.
- 3) Prepare Draft Final Report.

(Meeting 5) Indigo and City Staff:

1. Video Conference meeting with staff to discuss Draft Final Report.

Indigo

2. Prepare Final Report/Submit to City.

(Meeting 6) Indigo & City Council

1. Present findings to City Council or other Civic Body. Additional presentations are optional

EXHIBIT B

Rate Schedule



EXHIBIT 1: FEE SCHEDULE									
Indigo Hammond + Playle Architects, LLP									
	Jonathan Hammond		Bruce Playle		Prescott Nichols		Omar Armendariz		Sub Totals
	Hours	Cost	Hours	Cost	Hours	Cost	Hours	Cost	Cost
Task 1	40	\$9,400	8	\$ 1,880	125	\$24,000	80	\$10,800	\$46,080
Task 2	22	\$5,170	16	\$ 3,760	150	\$28,800	105	\$14,175	\$51,905
Task 3	12	\$2,820	4	\$ 940	40	\$7,680	40	\$5,400	\$16,840
Sub Total	74	\$17,390	28	\$ 6,580	315	\$ 60,480	225	\$ 30,375	\$114,825
Expenses									\$5,741
TOTAL									\$120,566
Hourly Rates		\$235		\$ 235		\$192		\$135	

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 4.1

SECTION 4: UNFINISHED BUSINESS

Meeting Date:	January 22, 2019
Subject:	Second Reading by Title Only and Adoption of Proposed Ordinance No. 2019-001 Approving a Rezone of 1.1± Acres to Planned Development Located at Seventh and Sierra Streets (APN 312-015-023) a Project Known as Riverbank Commons
From:	Sean Scully, City Manager
Submitted by:	Donna M. Kenney, Planning and Building Manager

RECOMMENDATION

It is recommended that the City Council conduct the second reading by title only of proposed Ordinance No. 2019-001 and consider its adoption by roll call vote.

The Planned Development Rezone 01-2017, Architecture & Site Plan Review 02-2017, Tentative Subdivision Map 01-2017 (Dept. File # 17-0015) – Edmond Shamass, applicant; Edward Touma, owner – a fourteen lot gated community including Lot A which consists of streets, parking area, utilities, landscaping, and a small park, which was considered by the Planning Commission, and by a 5-0 vote on October 16, 2018, approved the Tentative Map and Architecture & Site Plan Review for the Project and recommended City Council approval of the proposed ordinance.

INTRODUCTION

A Public Hearing was conducted at the regular City Council meeting on January 8, 2019, to receive public opinions or evidence for or against the proposed Ordinance. The City Council approved the first reading and introduction of the proposed ordinance (now titled Ordinance No. 2019-001) which moved said Ordinance to the January 22, 2019, regular City Council meeting for its second reading by title only and consideration for adoption.

SUMMARY

The Planning Commission, with a 5-0 vote on October 16, 2018 approved the Tentative Map and Architecture & Site Plan Review for the Project. They also recommended City Council approval of draft Ordinance No. 2018-XXX for the Rezone of 1.1± acres to a new Planned Development located at Seventh and Sierra Streets (APN 132-015-023), based on the analysis and findings presented below for the Riverbank Commons development.

City Council heard the first reading of draft Ordinance No. 2018-XXX in public hearing at their regular meeting of November 13, 2018 and approved the Rezone to PD with a vote of 5-0. After the second reading of the ordinance was scheduled, staff unfortunately found a public notice mailing irregularity, and on December 11, 2018, City Council voted to table consideration for adoption of the ordinance to allow for the noticing of the project to be conducted and the ordinance to be reintroduced for consideration. To ensure the project is in strict conformance with State public noticing laws, staff has re-noticed the item and is bringing it back before the Council for another first reading.

The proposed project consists of a Tentative Subdivision Map ("TM"), Architecture & Site Plan Review ("ASPR"), and a Planned Development Rezone ("Rezone") to subdivide approximately 1.1± acres into thirteen (13) single-family residential lots and Lot A with a net density of 19.1 dwelling units per acre ("du/acre"). The project site currently has a General Plan Land Use designation of Higher Density Residential (HDR 16+ du/acre) and is currently zoned Planned Development ("PD") 27. The current PD zoning was approved in 2008 and contains conditions of approval which the developer would like to remove or modify as they are too costly to implement in today's market.

BACKGROUND

The subject project is located in central Riverbank and bounded by an alley and residential parcels to the North, Seventh Street and residential parcels to the East, railroad tracks to the South, and a multifamily housing complex to the West. As an infill project, the product type will provide a good transition between the multifamily housing complex to the West and the single family neighborhood on Seventh Street.

The neighborhood is an established residential neighborhood that was annexed to Riverbank in 1968 by the South Riverbank Annexation. In 1990, the City Council adopted Planned Development 27 that established a development plan for the property that illustrated 26 attached dwelling units on the 1.1 acre site. Thus, the site has been designated for higher density since its annexation.

The project site is vacant with the bulk of it set 150 feet back from Seventh Street. Previous approvals include a tentative map for the original 26 attached dwelling units, a tentative map for 22 detached senior-restricted units, and a tentative map for 19 attached condominiums. The senior units were found to be inappropriate for the site given accessibility issues with the proposed two story units and the lack of amenities necessary for a senior development. The condominium map is still valid until March 24, 2019, but as mentioned previously, there are expensive conditions of approval that kept this project from being built such as alley improvements that were required for the entire alley instead of just the project frontage.

ANALYSIS

A. Site Design

The design of the project as proposed is a small lot detached single family residential subdivision as can be seen from its Tentative Map (Attachment 2). The proposed lot

sizes drop substantially below the Riverbank Municipal Code (“RMC”) R-3 standard of 6,000 square feet (“sf”) and the current condominium lots do not work for the product type proposed; therefore, the developer has applied for a rezone to a PD which will accommodate the proposed 2,750 to 1,995 square foot lots with their reduced setbacks. As a gated community, the single street and roundabout will be privately maintained and all utilities will be installed within it, including storm water retention and percolation beneath it, eliminating the need for the standard utility easements in front yards. The proposal is to have access from Seventh Street and an emergency vehicle access (“EVA”) for Fire only to the alley. These facilities plus the park and landscape planters are all contained in Lot A.

B. Architecture / Residential Design Guidelines

The architecture of the proposed project (Attachment 3) includes modern and craftsman type designs. Each two-story home features a two-car garage and decorative entry way. There are four (4) different elevations offered. Each elevation blends a variety of earth tones. In addition, the proposed project will feature colored roads and sidewalks. All colors proposed in the project are various earth tones that blend well together (Attachment 4). Additional architectural details include stucco foam trim, concrete roof tiles, decorative entry doors, and upgraded garage doors.

The proposed project will also feature a seven foot CMU wall along the southern property line which borders BNSF right-of-way. The remainder of the proposed project site will feature six foot good neighbor wooden fencing. The Planning Commission with a vote of 5-0 approved the Architecture and Site Plan Review (Attachment 5).

C. Transportation and Circulation

The proposed project features one (1) 22-foot entrance and exit point on Seventh Street. Emergency Vehicle Access (“EVA”) will be accomplished through the entry on Seventh Street and the exit at the Sixth-Seventh Street Alley. “No parking” areas will be required at various locations around the project site to ensure EVA access is retained at all times. The developer will also be required to install a Knox Box to allow emergency vehicles to bypass the gated access features. Each home will feature a two-car garage but no driveway parking. Additional parking of one designated space per home is featured at various locations within the site.

The proposed project site will include improvements to the project’s frontage along the Sixth-Seventh Street Alley instead of the entire alley. In addition, ADA access is required throughout the site and onto Seventh Street.

D. General Plan Consistency

The existing General Plan designation for this project is Higher Density Residential (HDR) which allows 16+ dwelling units per net acre. The project proposes thirteen (13) dwelling units on .68 net acres for a total of 19.1 dwelling units per net acre (“net” means excluding Lot A). Thus, the project’s density is consistent with the HDR designation of the General Plan.

General Plan Consistency Findings

In order to approve the proposed Project, the Planning Commission had to find that it is consistent with the Riverbank General Plan. Below is a discussion of General Plan Policies with which the proposed project is consistent or inconsistent:

1. Policy LAND-3.3

The City will encourage “compact development” which places origination and destination points closer together (residence, stores, schools, places of work, etc.), allowing for alternatives to vehicular travel. *The proposed project is a compact development located in close proximity to Downtown Riverbank for commercial opportunities.*

2. Policy LAND-3.4

Gated projects are only permissible only if connectivity with surrounding areas will not be significantly impaired. The City maintains the sole authority to approve a project that includes gates exclusivity in cases where a property is located where through connections would not be possible to other existing development or planned future developed areas. The City will not allow gates in unless fire access can be guaranteed according to Stanislaus Consolidated Fire Protection District. This exception to the general preference for connectivity and access can be made where a project consists solely of unique and locally desired land uses, such as senior housing. *The proposed project will feature a Knox Box which will be accessible to all emergency vehicles and emergency personnel. Further, the location close to downtown may attract active retired couples who tend to have less vehicles per household than the average family and prefer less yard to maintain. Finally, the developmental constraints of the site, including an alley to the north, a cul-de-sac to the west, train tracks to the south, and Seventh Street to the east are such that the gated project is consistent with this policy. This subdivision is unable to be linked to any adjacent developments.*

3. Policy DESIGN-3.6

1. The City will evaluate proposed projects, plans, and subdivision requests involving limited or controlled access according to the following criteria and consistency with other relevant General Plan policy. Access controls may be approved by the City if the following conditions are met:
 - The controlled access project provides a community and/or internal project benefit or satisfies a specific community need, such as, but not limited to: enhancing community safety and security; improving existing or projected traffic impacts; promoting community cooperation or identify; or, significantly enhancing the quality of life. *The project offers small-lot single family housing, which*

satisfies a need within the community. Small-lot single family housing tends to be more affordable than traditional larger lot single family housing. This will provide a more affordable option for Riverbank's residents to purchase their first home or to downsize after retirement.

- The limited success project includes alternative means of reducing traffic impacts as described in the Street Design Manual, and measures such as gateways, bollards, median-chokers, curb pop-outs, channelization of intersections, left/right turn only directional signs, one-way streets, and parking restrictions. *Parking restrictions will be in place as the site must always achieve consistency with the California Fire Code. The site has been designed to allow for sufficient parking for residents in a manner which maintains a consistent fire lane for emergency vehicles.*
- The limited or controlled access project does not significantly displace existing or projected future traffic or parking impacts to adjacent areas. *The project will not displace existing or the project's future traffic. All residents will park in their garages and on designated areas throughout the private street section.*
- Public access is not denied to open spaces, river, parks, trails, commercial areas, transit stops, major streets, schools, or public facilities. *The project is not consistent with this policy as the open space area (tot lot and BBQ area) is not open for public use but is an amenity to compensate for the smaller lots.*
- The street system, gated entry, and premises identification meet all criteria established in State regulations and City ordinances, policies, and design manuals. *This policy has been added as a condition of approval for the project.*
- Street access to gated projects has been provided for police, fire, and other emergency vehicles by means that are acceptable to the providers of those services. *The project is consistent with this policy as project plans have been reviewed by the Stanislaus Consolidated Fire District and the gated entry will feature a Knox Box system for EVA access at all times. Further, a designated fire lane will be maintained throughout the site.*
- Access will be provided for postal service, trash pick-up, and school buses. Pursuant to the Municipal Code, the City will not collect trash on private property. *This policy has been addressed in the conditions of approval.*
- The City shall be granted general utility easements and utility access easements on private streets. *This policy has been added as a condition of approval.*
- The location of the gates shall provide adequate stacking areas to accommodate traffic to the project. Stacking shall not adversely impact circulation on any public

street. *The current site plan shows room for one (1) car to stack on the entry way.*

- Walls or other enclosures attached to gates shall use a combination of setbacks, landscaping, civic enhancements and human scale articulation and/or other design features. The enclosures will be governed by relevant sections of the municipal code related to sight distances. *This policy will be addressed through the implementation of the conditions of approval for the project.*

4. Policy DESIGN-4.2

Approved projects, plans, and subdivisions shall provide diversity among dwelling units in the use of color, building materials, floor plan layouts, square footages, and roof lines. Approved projects, plans, and subdivision requests shall maintain continuity of a few overall urban design features to provide context between individual units and the neighborhood. *The project features a variety of floor plans, elevations, and color schemes and is consistent with this policy.*

5. Policy DESIGN-4.3

The City will encourage individually owned garages to be clustered or placed beneath units with common driveway access to maximize efficient use of the overall site area. *Each single family residence will have an individual two-car garage making the project consistent with this policy.*

6. Policy DESIGN-4.4

The City will allow for small front-yard setbacks in single-family residential districts to permit greater design flexibility and ensure an inviting human scale. *The project features small front setbacks as discussed in the development standards shown in Section E.*

7. Policy DESIGN-4.6

The City will allow common ownership of parking, courtyard gardens, recreational facilities, and/or open spaces for cluster, cottage, and attached single family residential housing. *The project will be required to create a Home Owner's Association (HOA), which will allow for common ownership and maintenance of Lot A.*

8. Policy ED-10.1

The City will ensure that the quality and type of housing in the community will be attractive to a wide range of residents. *The project features a number of unique designs that will be a positive addition to the city's housing stock that currently is needed. The Project is expected to attract first-time homebuyers, small families, and active retirees.*

F. Rezone

The developer is requesting relief from Multiple Family Residential (R-3) standards through rezoning the property as another Planned Development (“PD”). The Table below compares the standards of the two districts, nine (9) of which propose smaller minimums or larger maximums than the R-3 zone does (*):

Type of Standard	HDR Zoning Standards	Proposed PD Standards
Lot Size	6,000 sf minimum for 2 units, then 2,000 sf for each unit, not to exceed 20 units per net acre.	1,995 sf minimum per unit *
Lot Width	55/65 feet minimum	35 feet minimum *
Lot Depth	100 feet minimum	50 feet minimum *
Density	16+ units per net acre	19.1 units per net acre
Min. Building Size	Single Family – 900 sf	Single Family – 1408 sf
Height	35 feet maximum	25 feet maximum
Front Setback	15 feet minimum	7 feet minimum *
Garage Setback	20 feet minimum	7 feet minimum (no driveway parking) *
Side Setback	5 feet minimum	3 feet minimum *
Rear Setback	5 feet minimum	5 feet minimum
Lot Coverage	60% maximum	91% Maximum*
Accessory Height	10 feet maximum	N/A
Floor Area Ratio	Single Story – 0.60:1.0	Two Story - 0.90:1.0 *
Local Street Width	64 feet	22 feet minimum *
Sidewalks	Both sides of street	Both sides of street
Onsite Parking	2 covered spaces	2 covered spaces

Pursuant to RMC section 153.162 (E)(3), staff has requested that the developer offer amenities to compensate the neighborhood for deviating from the modified minimum and maximum standards above. These amenities could include enhanced landscaping, a colored concrete or brick crosswalk, electric charging stations in the garages, upgraded front doors and garage doors, decorative wrought iron fencing in the front, open space furniture, French doors instead of sliders, etc. Other suggestions would be considered at the satisfaction of the Community Development Director. The developer proposes amenities such as enhanced landscaping, decorative wrought iron fencing and gates, colored concrete sidewalks and pavement, colored stamped concrete pavement, upgraded garage doors, and enhanced lighting fixtures and poles.

Per Riverbank Municipal Code section 153.161 (A), no combination of parcels less than one (1) acre in size may be rezoned PD. The parcel proposed for development in this project totals 1.1± acres. Therefore, the project meets this requirement.

Rezone Findings

The Planning Commission recommended approval of the rezone to PD to the City Council with a vote of 5-0 (Attachment 6). To recommend approval, the Commission made the following required findings of fact:

1. Each individual unit of the development if built in stages, as well as the total development, can exist as an independent unit capable of creating a good environment in the locality and being in any stage as desirable and stable as the total development. *The development could be built in stages and exist as independent units capable of creating a good environment. The first units to be built would be closest to Seventh Street and the existing adjacent homes.*
2. The uses proposed will not be a detriment to the present and proposed surrounding land uses, but will enhance the desirability of the area and have a beneficial effect. *The site is currently a vacant parcel that is a struggle for the owner to keep litter-free. A new subdivision will reduce any blighted conditions on the property as well as add to the diverse housing stock the City has to offer to potential new residents.*
3. Any deviation from the standard ordinance requirements is warranted by the unusual design and additional amenities incorporated in the development plan which offers certain redeeming features to compensate for any deviations that may be permitted. *Amenities proposed by the developer and staff for the deviations from R-3 zoning include: covered tot lot and BBQ area, enhanced landscaping, decorative wrought iron fencing and gates, colored concrete sidewalks and pavement, colored stamped concrete pavement, upgraded garage doors, and enhanced lighting fixtures and poles.*
4. The principles incorporated in the proposed master plan identify unique characteristics which could not otherwise be achieved under other zoning districts. *Smaller lots could not be achieved under other zoning districts.*
5. Where a PD rezone is initiated by the City, the previous findings are not required and a master plan is not required. *This PD was not initiated by the City.*

G. Tentative Map

The Tentative Map proposes 13 buildable single family residential lots. The proposed street name will be reviewed by staff and outside agencies such as Fire and 911 to see if it is currently in use. Per RMC section 152.026 (L) all street names shall be approved by City Council. Duplication of existing names within the County will not be allowed unless the streets are obviously in alignment with existing streets and likely to be a continuation of the other street in the future.

Tentative Map Findings

A tentative map may be approved or conditionally approved by the Planning Commission

if it makes all of the following findings:

1. The proposed map is consistent with applicable general and specific plans. *The proposed map is consistent with the General Plan if the recommended Conditions of Approval are adopted.*
2. The design or improvement of the proposed subdivision is consistent with applicable general and specific plans. *The proposed map is consistent with the General Plan if the recommended Conditions of Approval are adopted as they relate to connectivity, sidewalks, and the provision of amenities.*
3. The site is physically suitable for the type of development. *The site is suitable for a new subdivision of this type.*
4. The site is physically suitable for the proposed density of the development. *The site is physically suitable for a proposed density of 16+ dwelling units per net acre.*
5. The design of the subdivision or the proposed improvements is not likely to cause substantial environmental damage or substantially and unavoidably injure fish or wildlife or their habitats. *The design of the subdivision should not injure fish, wildlife, or their habitats, none of which are present on the site.*
6. The design of the subdivision or the type of improvements is not likely to cause serious public health problems. *The design of the subdivision should not cause serious health problems.*
7. The design of the subdivision or the type of improvements will not conflict with easements acquired by the public at large for access through, or use of, property within the proposed subdivision. In this connection, the City Council may approve a map if it finds that alternate easements for access or for use will be provided, and that these will be substantially equivalent to ones previously acquired by the public. This division shall only apply to easements of record or to easements established by judgement of a court of competent jurisdiction. *The design of the subdivision should not conflict with any easements of record.*

H. Parks

Pursuant to RMC Section 11-3-12(c), the Project has an obligation to dedicate park land. The developer has set aside 0.05 acres of Lot A for a small private park. The proposed park will offer a BBQ area and a covered tot lot, which will be offered as an amenity for the PD zoning. Park-in-lieu calculations show the obligation of parkland dedication for the project is 0.165 acre. The Planning Commission with a 5-0 vote approved the Tentative Map (Attachment 7).

ENVIRONMENTAL DETERMINATION

As stated earlier, staff as determined that this project is exempt from further CEQA Analysis as an exemption is permitted. The proposed project will not have a significant

effect on the environment and is categorically exempt under Article 19 Section 15332 (a-e) Class 32, In-Fill Development Projects. The Project is consistent with the General Plan and Zoning Code, it is less than 5 acres and within city limits, it has no value as habitat for endangered, rare, or threatened species, its construction would not result in significant effects to traffic, noise, air quality, or water quality, and the site can be adequately served by all required utilities and public services.

PUBLIC NOTICE

On December 13, 2018, public notices for the City Council hearing were mailed to interested parties and property owners within 300 feet of the project location. The City Council hearing notice was published in the Riverbank News on December 26, 2018. It was also posted at City Hall North, South, the post office, and sent to the library on December 13, 2018. A large Notice of Development Permit sign was posted and remains at the project site since October 3, 2018.

PLANNING COMMISSION

On October 16, 2018, the Planning Commission held a duly noticed public hearing to consider the proposed Project. Five (5) Planning Commissioners were present at this meeting, including Vice Chairman Ball who presided in Chair Dinan's absence and Commissioner Link, the Planning Commission's alternate member.

During the public comment period, Edmond Shamass, the Developer spoke in favor of his project, offering to answer any questions the Planning Commission might have for him. Five members of the public, all neighbors of the site, also commented on the project, explaining their concern with an existing lack of street parking on Seventh Street. They did not feel three parking spaces for each house within the new subdivision (two garage spaces and one assigned street space) were enough to keep new residents from parking on Seventh Street, which is already crowded with their cars and the cars of their guests.

In addition to the speakers, Kathy Hedman submitted a letter to the Planning Commission dated October 15, 2018 on behalf of her mother Barbara Trager (Attachment 8) discussing Mrs. Trager's concerns with too little parking, an increase in noise, and a lack of privacy. Mrs. Trager requested a block wall between her home and the new subdivision for noise attenuation but staff believes a wooden fence is more appropriate. Mrs. Trager has railroad tracks to the south of her home and the concern is that a wall on her north side (the subdivision side) would deflect train noise to the north side of her home. She would then have train noise on both sides of her home. The closest new home to Ms. Trager's existing home would be approximately thirty-four feet away. Most homes within the City are ten feet apart (2 five-foot setbacks combined).

Vice Chair Ball made motion to approve the Architecture & Site Plan Review and Tentative Map resolutions and recommend to the City Council the adoption of the draft Rezone Ordinance for the development of a 1.1 acre residential subdivision. Commissioner Hughes seconded the motion and Resolutions Nos. 2018-007/-008/-009 (Attachments 6, 7, and 8) were approved with a 5-0 vote.

FISCAL IMPACT

The Project is a clean-up of an older previously approved subdivision map. The fiscal impacts associated with providing municipal services to new residential projects will be partially off-set by the funds generated through CFD 2016-01. In light of the obligation to participate in the above mentioned Community Facilities District, the Project is unlikely to negatively impact the City's finances.

STRATEGIC GOALS

The City's Strategic Planning Session is a plan and set of goals that the City will work towards for the next three years. This project works toward the goal of maintaining and improving the City infrastructure systems.

ATTACHMENTS

1. Proposed City Council Ordinance No. 2019-001
2. Tentative Subdivision Map 01-2017, date stamped July 31, 2018
3. Site Plans, Elevations, and Floor Plans, date stamped July 31, 2018
4. Riverbank Commons Colors and Materials
5. Planning Commission Resolution 2018-008 Architecture & Site Plan Review
6. Planning Commission Resolution 2018-009 Rezone to PD
7. Planning Commission Resolution 2018-007 Tentative Map
8. Kathy Hedman/Barbara Trager letter dated October 15, 2018

CITY OF RIVERBANK

ORDINANCE NO. 2019-001

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RIVERBANK, CALIFORNIA,
APPROVING A REZONE OF 1.1± ACRES TO PLANNED DEVELOPMENT, LOCATED AT
SEVENTH AND SIERRA STREETS (APN 132-015-023) – A PROJECT KNOWN AS
RIVERBANK COMMONS**

WHEREAS, an application has been received from Edmund Shamass, with a proposal to subdivide approximately 1.1± acres into thirteen (13) single family lots, which allows for a net density of 16+ dwelling units per acre; and

WHEREAS, the City of Riverbank Planning Commission conducted a Public Hearing on Tuesday, October 16, 2018 to consider the proposed Zoning Ordinance Amendment and with a vote of 5-0 recommended its approval to the City Council; and

WHEREAS, the City Council for City of Riverbank has made the following findings for adoption:

1. An application has been received from Edmund Shamass with a proposal to subdivide approximately 1.1± acres into thirteen (13) single-family residential lots, and Lot A, which allows for a net density of 16+ dwelling units per acre; and
2. The project site is currently zoned Planned Development (PD) with a General Plan Land Use Designation of High Density Residential (HDR); and
3. The applicant is proposing to rezone the subject property to a new Planned Development (PD); and
4. Notice of the public hearing on the proposed Zoning Ordinance Amendment was published in the *Riverbank News*, a newspaper of general circulation, on December 26, 2018; and,
5. Notices of the public hearings on the proposed Zoning Ordinance Amendment were mailed to all property owners within 300 feet of the property, according to the most recent assessor's roll on December 13, 2018; and
6. The City finds that Pursuant to the California Environmental Quality Act, the proposed project will not have a significant effect on the environment.

**NOW, THEREFORE, THE CITY OF RIVERBANK CITY COUNCIL DOES ORDAIN AS
FOLLOWS:**

Section 1: The City Council of the City of Riverbank approves Rezoning 1.1± acres to the Planned Development zone district, located at APN 132-015-023.

Section 2: Constitutionality, severability. If any section, subsection, sentence, clause, phrase, or word of this resolution is for any reason held by a court of competent jurisdiction to be unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of the resolution. The Planning Commission of the City of Riverbank hereby declares that it would have passed this resolution and each section, subsection, sentence, clause, phrase, and word thereof, irrespective of the fact that any one or more section(s), subsection(s), sentence(s), clause(s), phrase(s), or word(s) be declared invalid.

SECTION 3: This Ordinance shall become effective thirty (30) days from and after its final passage (02/22/2019), provided it is published pursuant to GC § 36933 in a newspaper of general circulation within fifteen (15) days after its adoption.

The foregoing ordinance was given its first reading and introduced by title only at a regular meeting of the City Council of the City of Riverbank on January 8, 2019. Said ordinance was given a second reading by title only and adopted.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Riverbank at a regular meeting on the 22nd day of January, 2019; motioned by Councilmember _____, seconded by Councilmember _____; and moved said ordinance by a City Council roll call vote of ____:

AYES:

NAYS:

ABSENT:

ABSTAINED:

ATTEST:

Annabelle H. Aguilar, CMC
City Clerk

APPROVED:

Richard D. O'Brien
Mayor

APPROVED AS TO FORM:

Tom P. Hallinan, City Attorney

- NOTE:
- 1) NO TREES TO BE REMOVED.
 - 2) NO STRUCTURES TO BE REMOVED.
 - 3) SOIL TYPE: MdA MADERA SANDY LOAM
0-2% SLOPES
HYDROLOGIC SOIL GROUP: D
 - 4) DEPTH TO GROUNDWATER: 71 FEET



VICINITY
NOT TO SCALE

A.P.N. 132-015-023
CONTACT: EDMOND SHAMASS
615 13TH STREET
MODESTO, CA 95354
(209) 345-8316
eshamass@gmail.com

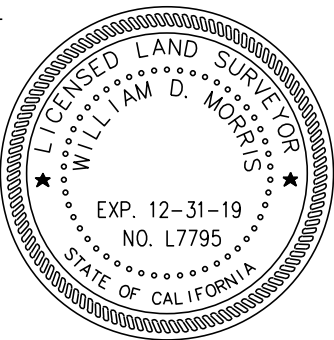
OWNER/
APPLICANT: EDMOND SHAMASS
615 13TH STREET
MODESTO, CA 95354

SITE ADDRESS: 7TH STREET (x SIERRA STREET)
RIVERBANK, CA 95367

ZONING: R-2 DUPLEX RESIDENTIAL
GENERAL PLAN: HDR HIGHER DENSITY RESIDENTIAL

TOTAL AREA: 1.17 AC.
WATER: CITY OF RIVERBANK
SANITARY SEWER: CITY OF RIVERBANK

PREPARED BY: MORRIS ENGINEERING & SURVEYING, INC.
334 S. YOSEMITE AVENUE, SUITE D
OAKDALE, CA 95361
(209) 845-9175

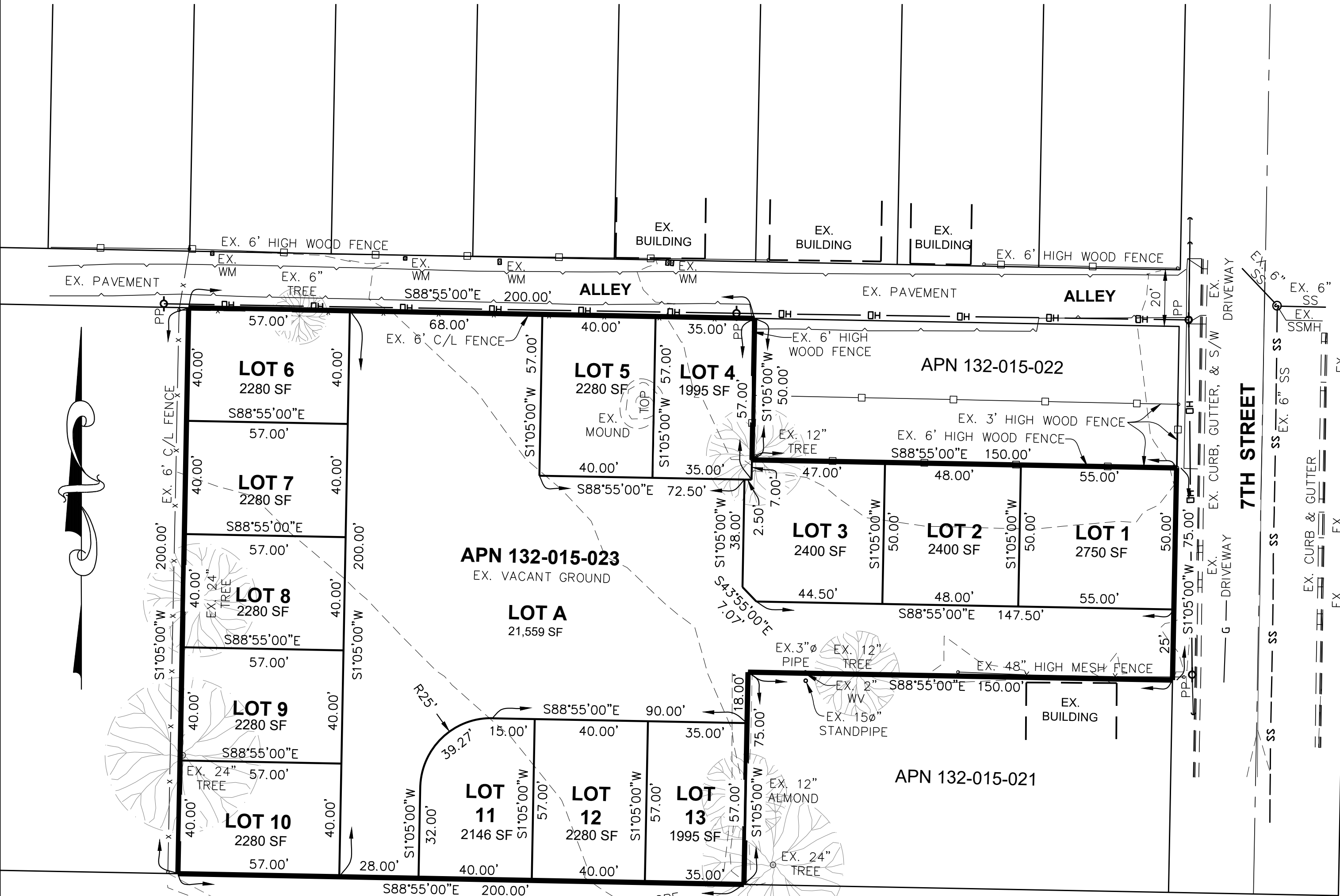


**TENTATIVE
SUBDIVISION MAP**

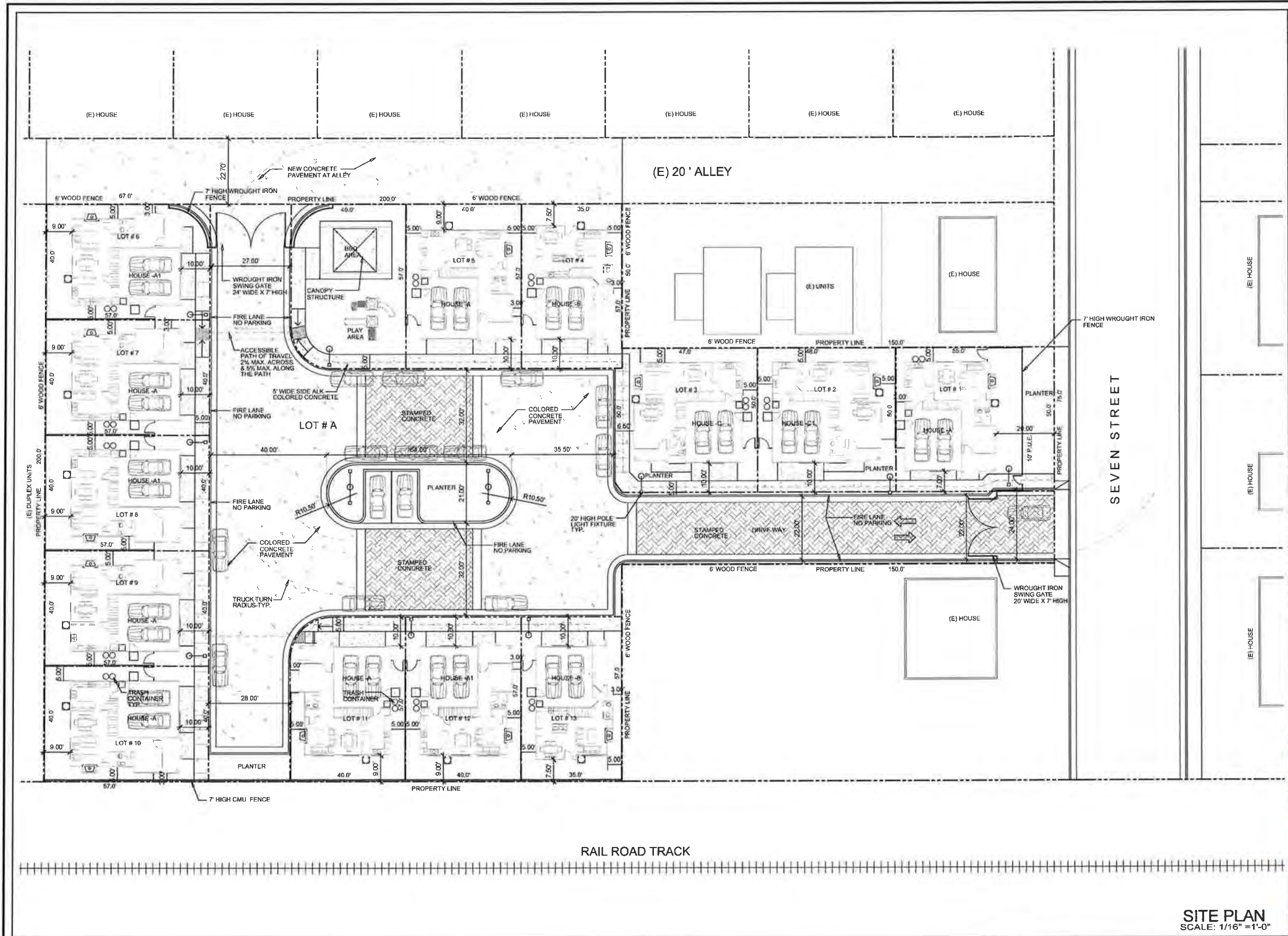
BEING ALL OF LOT 2 AND A PORTION
OF LOT 3 AS SHOWN ON THE EASTERN
ADDITION TO THE TOWN OF RIVERBANK
FILED IN BOOK 7 OF MAPS AT PAGE 30,
STANISLAUS COUNTY RECORDS, SITUATE IN
THE NORTHEAST QUARTER OF SECTION 25,
T.2S., R.9E., M.D.M., CITY OF RIVERBANK,
STANISLAUS COUNTY, CALIFORNIA
SCALE: 1"=30' JUNE 2018

MORRIS
ENGINEERING & SURVEYING, INC.

334 S. YOSEMITE AVENUE, SUITE D
OAKDALE, CA 95361
(209) 845-9175 ☎ (209) 845-9177 (FAX)



BURLINGTON NORTHERN & SANTA FE R.R.



PROJECT DATA

A.P.N. 132-15-23
PROPOSED USE: SINGLE FAMILY RESIDENTIAL
OCCUPANCY: R3-U
TYPE OF CONSTRUCTION: V-B (FIRE SPRINKLERED)
ZONING: PLANNED DEVELOPMENT
TOTAL PROJECT SITE AREA 51,250 S.F.
LOT #1 2,750 S.F.
LOT #2 2,400 S.F.
LOT #3 2,400 S.F.
LOT #4 1,995 S.F.
LOT #5 2,280 S.F.
LOT #6 2,280 S.F.
LOT #7 2,280 S.F.
LOT #8 2,280 S.F.
LOT #9 2,280 S.F.
LOT #10 2,280 S.F.
LOT #11 2,146 S.F.
LOT #12 2,280 S.F.
LOT #13 1,995 S.F.
LOT-A 21,559 S.F.
HOUSE -A
TOTAL MAIN HOUSE 1,678 S.F.
2- CAR GARAGE 427 S.F.
HOUSE -B
TOTAL MAIN HOUSE 1,408 S.F.
2- CAR GARAGE 427 S.F.
HOUSE -C
TOTAL MAIN HOUSE 1,968 S.F.
2- CAR GARAGE 427 S.F.

MATRIX OF R-1 REQUIREMENT VS. PD

REGULATION	R-1 ZONING	PD ZONE
LOT SIZE (MINIMUM)	6,000 S.F.	1,995 S.F.
LOT WIDTH (MINIMUM)	60 FT.	35 FT.
FRONT SETBACK (GARAGE)	20 FT. MIN.	7 FT.
SIDE SETBACK (MINIMUM)	5 FT.	3 FT.

PD AMENITIES

- ☐ GATED COMMUNITY
- ☐ ENHANCED LANDSCAPING
- ☐ COLORED CONCRETE SIDE WALK
- ☐ COLORED CONCRETE PAVEMENT
- ☐ COLORED STAMPED CONCRETE PAVEMENT
- ☐ UPGRADED GARAGE DOORS
- ☐ COMMON BBQ AREA WITH COVERED CANOPY
- ☐ ENHANCED LIGHTING FIXTURE AND POLE

VICINITY PLAN

PROJECT SITE

SITE PLAN

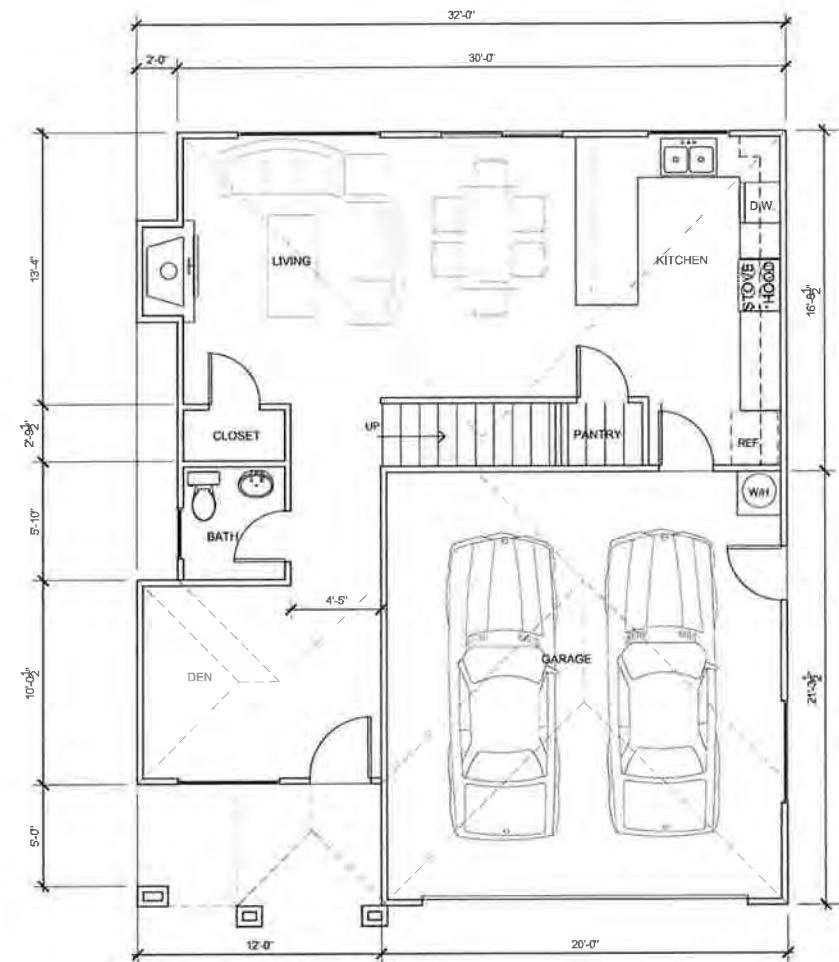
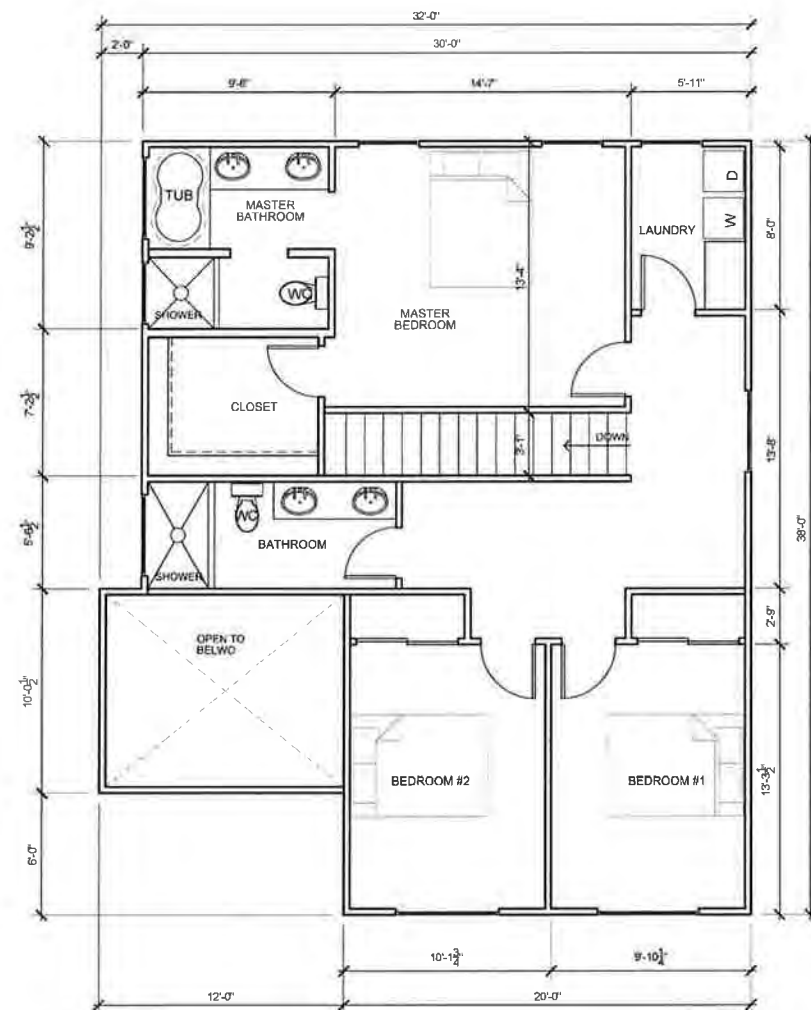
SCALE: 1/16" = 1'-0"

CLIENT
EDMOND SHAMASS
615 13 TH. STREET
MODESTO, CA 95354

PROJECT:
RIVERBANK COMMONS
APN 132-015-023
SEVENTH STREET
RIVERBANK, CA 95367

EDMOND JACOBS ARCHITECT
2301 Coffee Road #B Modesto, CA 95355
Phone: 209-408-0674 • edmond@edjarchitect.com

NORTH
JUNE 13, 2018
236-17



MAIN HOUSE AREA:	
FIRST FLOOR	673 S.F.
SECOND FLOOR	1005 S.F.
TOTAL MAIN HOUSE	1,678 S.F.
2-CAR GARAGE	427 S.F.

PROPOSED SECOND FLOOR PLAN

SCALE: 1/4" = 1'-0"

PROPOSED FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"

CLIENT

EDMOND SHAMASS

615 13 TH. STREET

MODESTO, CA 95354

PROJECT:

RIVERBANK COMMONS

APN 132-015-023
SEVENTH STREET

RIVERBANK, CA 95367



2301 Coffee Road #B Modesto, CA 95355
Phone: 209-408-0674 edmondj@architect.com

HOUSE -A 1/3

JUNE 13, 2018
236-17



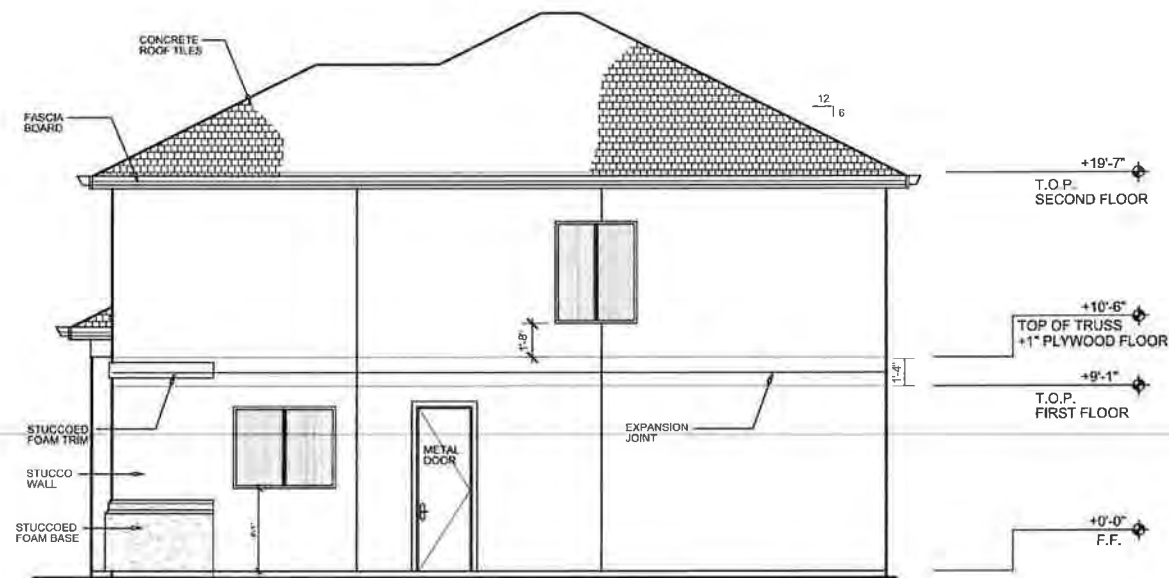
FRONT ELEVATION

SCALE: 1/4" = 1'-0"



BACK ELEVATION

SCALE: 1/4" = 1'-0"



RIGHT ELEVATION

SCALE: 1/4" = 1'-0"



LEFT ELEVATION

SCALE: 1/4" = 1'-0"

CLIENT

EDMOND SHAMASS

615 13 TH. STREET

MODESTO, CA 95354

PROJECT:

RIVERBANK COMMONS

APN 132-015-023
SEVENTH STREET

RIVERBANK, CA 95367



2301 Coffee Road #B Modesto, CA 95355
Phone: 209-406-0674 • edmondj@edjarchitect.com

HOUSE -A **2/3**

JUNE 13, 2018
236-17



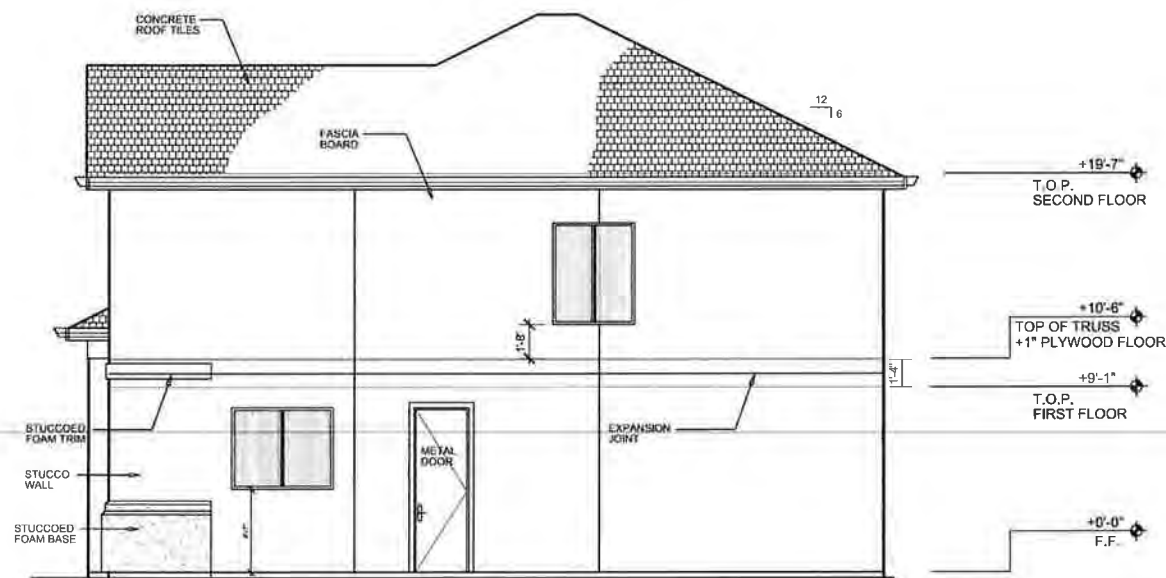
FRONT ELEVATION

SCALE: 1/4" = 1'-0"



BACK ELEVATION

SCALE: 1/4" = 1'-0"



RIGHT ELEVATION

SCALE: 1/4" = 1'-0"



LEFT ELEVATION

SCALE: 1/4" = 1'-0"

CLIENT

EDMOND SHAMASS

615 13 TH. STREET

MODESTO, CA 95354

PROJECT:

RIVERBANK COMMONS

APN 132-015-023
SEVENTH STREET

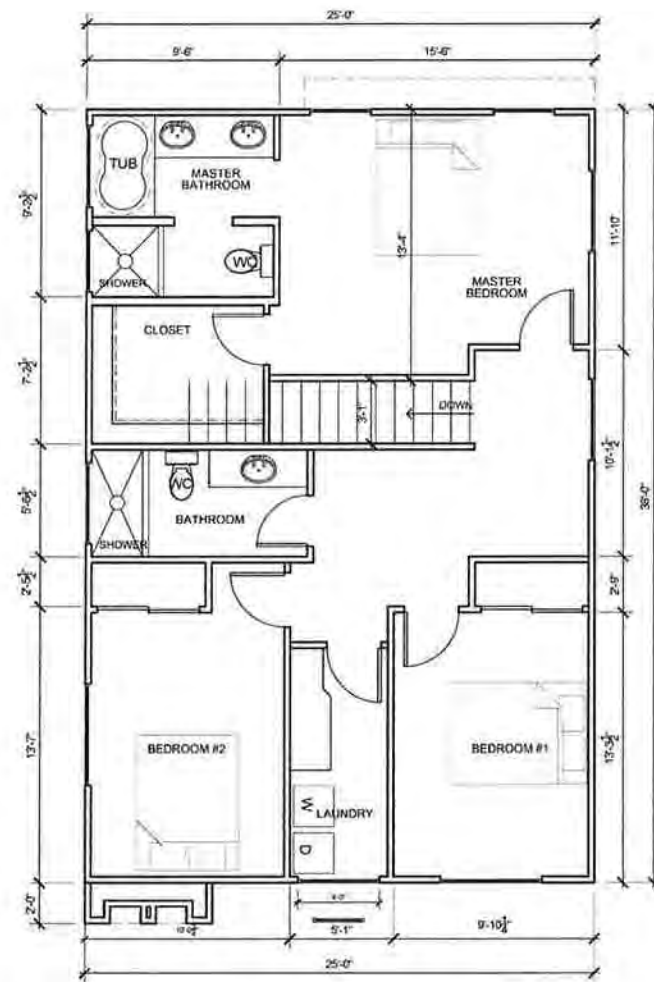
RIVERBANK, CA 95367



2301 Coffee Road #B Modesto, CA 95355
Phone: 209-408-0674 • edmond@edjacobs.com

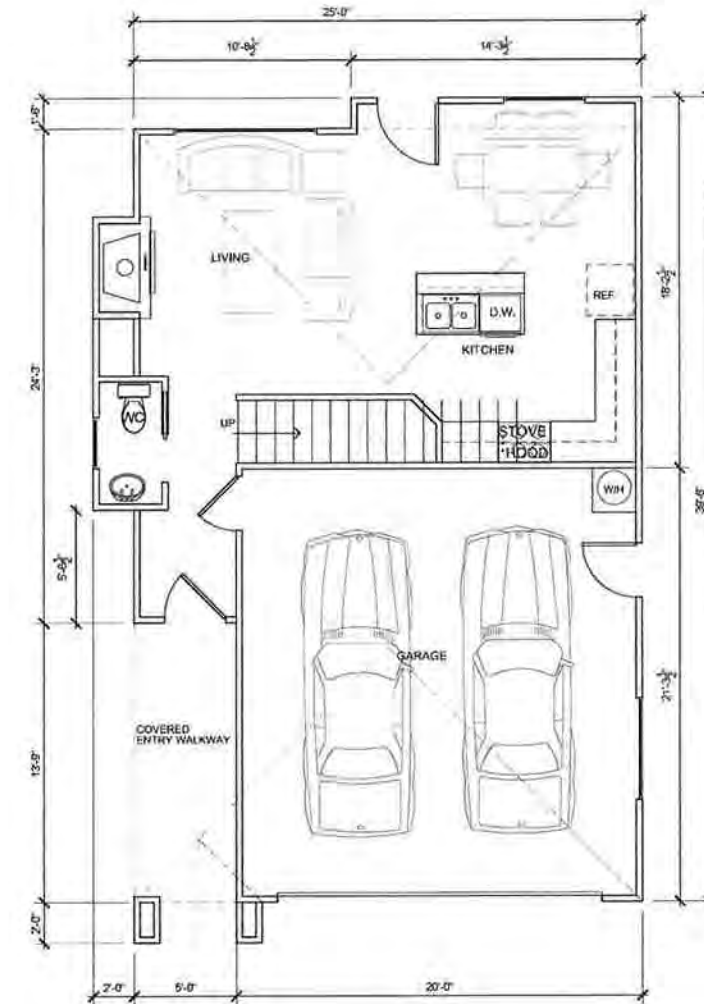
HOUSE -A1 3/3

JUNE 13, 2018
236-17



PROPOSED SECOND FLOOR PLAN

SCALE: 1/4" = 1'-0"



PROPOSED FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"

MAIN HOUSE AREA:	
FIRST FLOOR	458 S.F.
SECOND FLOOR	950 S.F.
TOTAL MAIN HOUSE	1,408 S.F.
2-CAR GARAGE	427 S.F.

CLIENT

EDMOND SHAMASS

615 13 TH. STREET

MODESTO, CA 95354

PROJECT:

RIVERBANK COMMONS

APN 132-015-023
SEVENTH STREET

RIVERBANK, CA 95367



HOUSE-B

1/2

JUNE 13, 2018
236-17



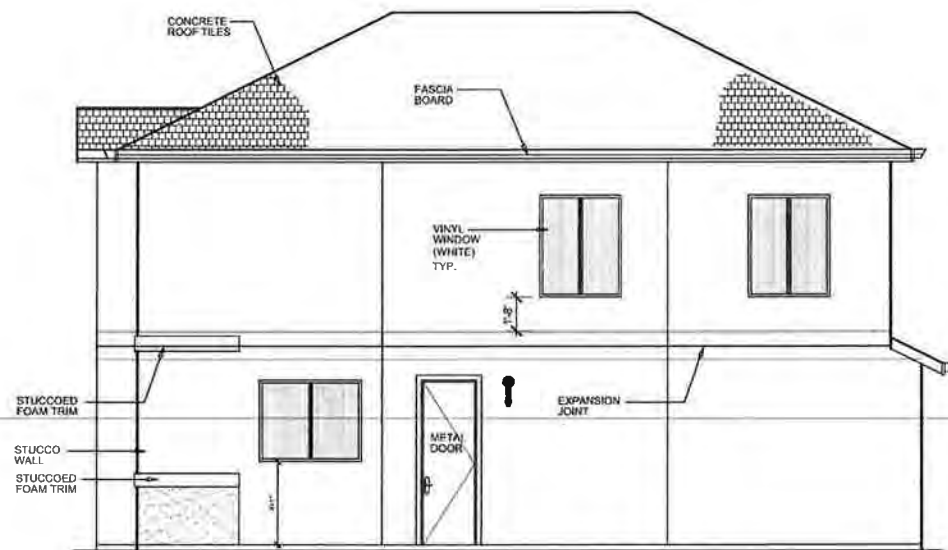
FRONT ELEVATION

SCALE: 1/4" = 1'-0"



BACK ELEVATION

SCALE: 1/4" = 1'-0"



RIGHT ELEVATION

SCALE: 1/4" = 1'-0"



LEFT ELEVATION

SCALE: 1/4" = 1'-0"

CLIENT

EDMOND SHAMASS

615 13 TH. STREET

MODESTO, CA 95354

PROJECT:

RIVERBANK COMMONS

APN 132-015-023
SEVENTH STREET

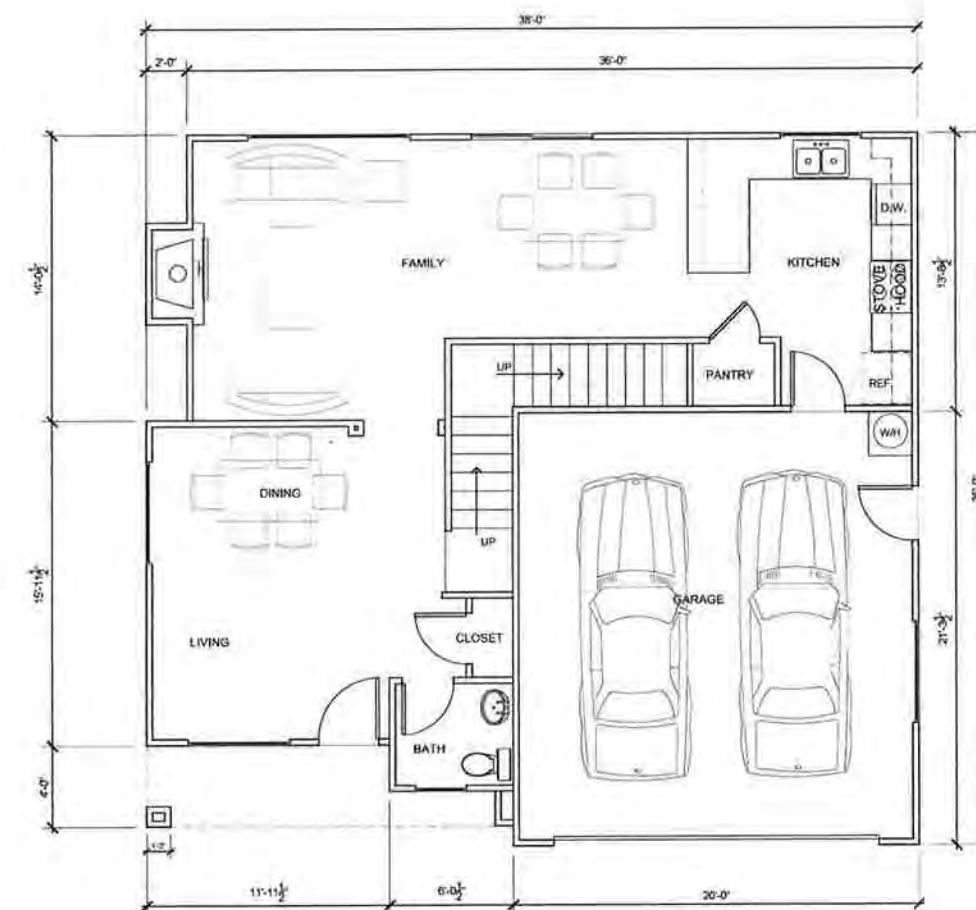
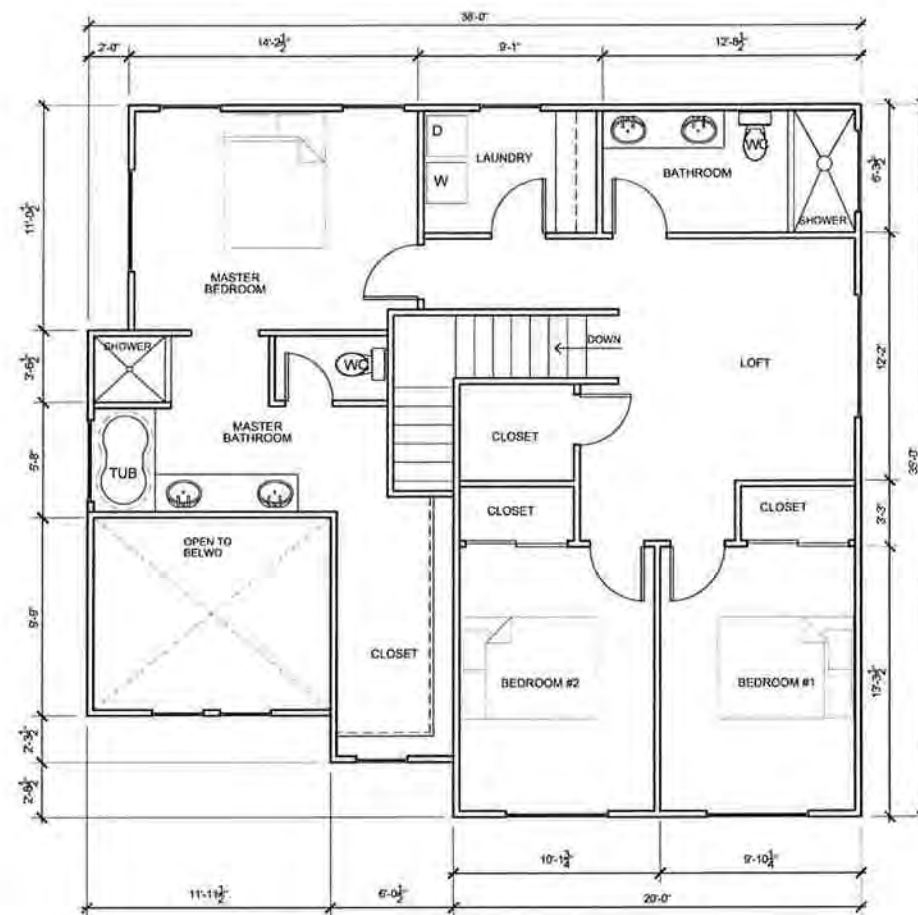
RIVERBANK, CA 95367



HOUSE-B

2/2

JUNE 13, 2018
236-17



MAIN HOUSE AREA:	
FIRST FLOOR	898 S.F.
SECOND FLOOR	1,070 S.F.
TOTAL MAIN HOUSE	1,968 S.F.
2- CAR GARAGE	426 S.F.

PROPOSED SECOND FLOOR PLAN

SCALE: 1/4" = 1'-0"

PROPOSED FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"

CLIENT

EDMOND SHAMASS

615 13 TH. STREET

MODESTO, CA 95354

PROJECT:

RIVERBANK COMMONS

APN 132-015-023
SEVENTH STREET

RIVERBANK , CA 95367



2301 Coffee Road #B • Modesto, CA 95355
Phone: 209-408-0674 • edmond@etjarchitect.com

HOUSE-C 

JUNE 13, 2018
236-17



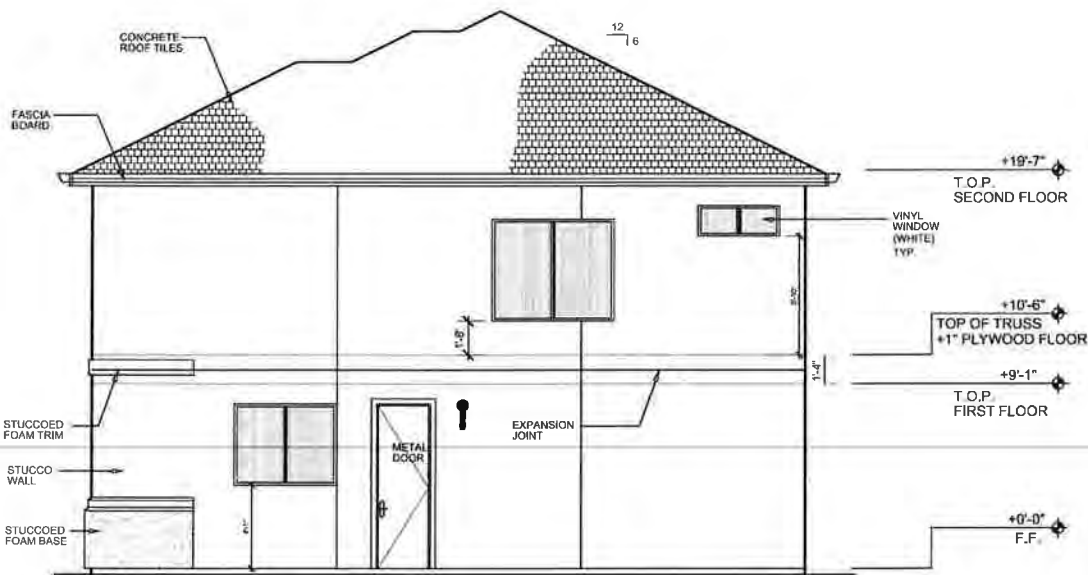
FRONT ELEVATION

SCALE: 1/4" = 1'-0"



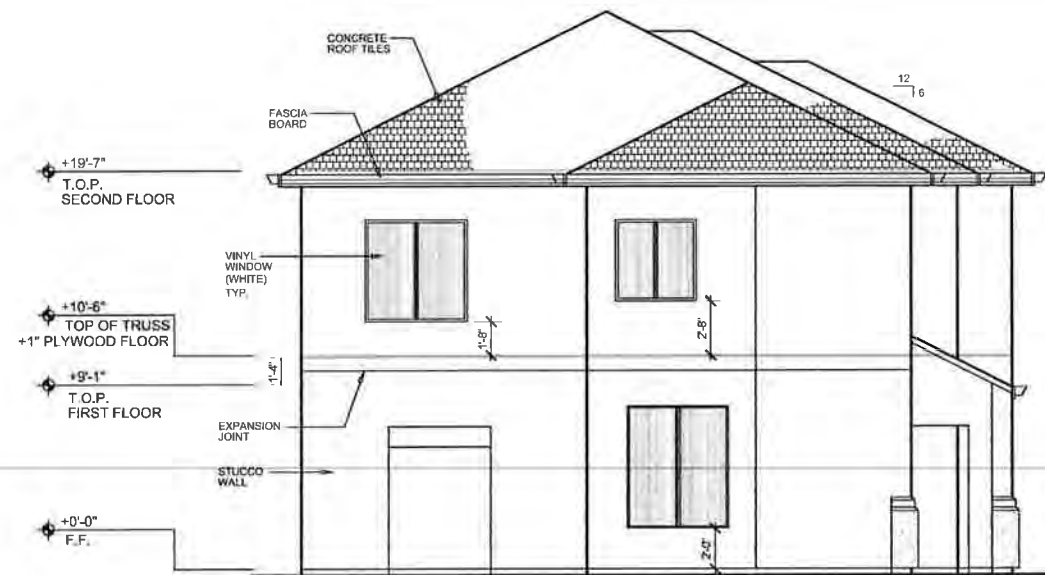
BACK ELEVATION

SCALE: 1/4" = 1'-0"



RIGHT ELEVATION

SCALE: 1/4" = 1'-0"



LEFT ELEVATION

SCALE: 1/4" = 1'-0"

CLIENT

EDMOND SHAMASS

615 13 TH. STREET

MODESTO, CA 95354

PROJECT:

RIVERBANK COMMONS

APN 132-015-023
SEVENTH STREET

RIVERBANK, CA 95367



HOUSE-C

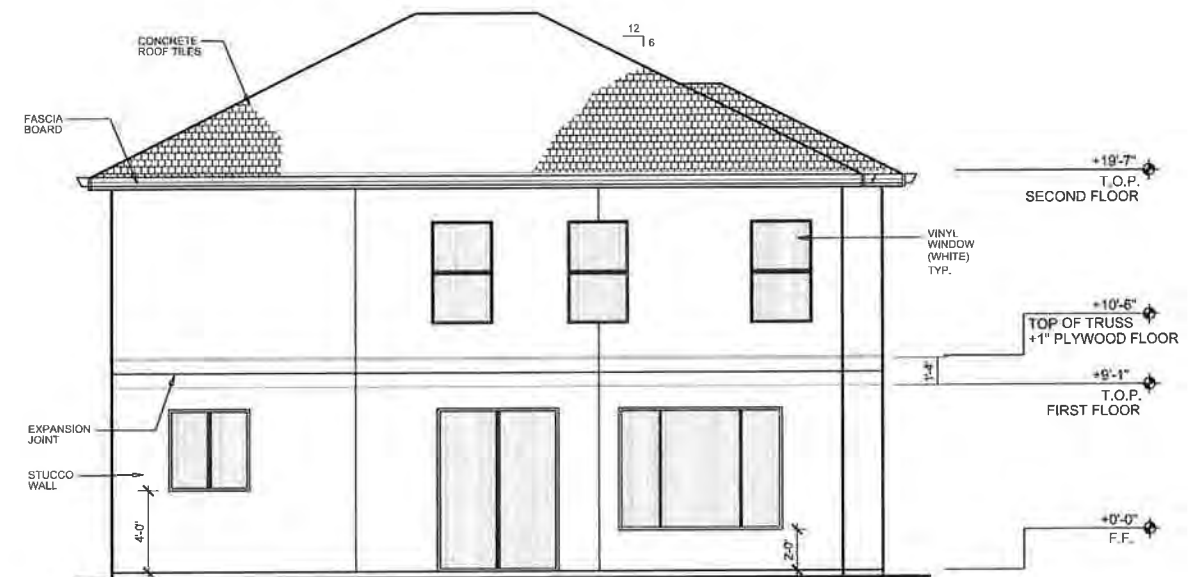
2/3

JUNE 13, 2018
236-17



FRONT ELEVATION

SCALE: 1/4" = 1'-0"



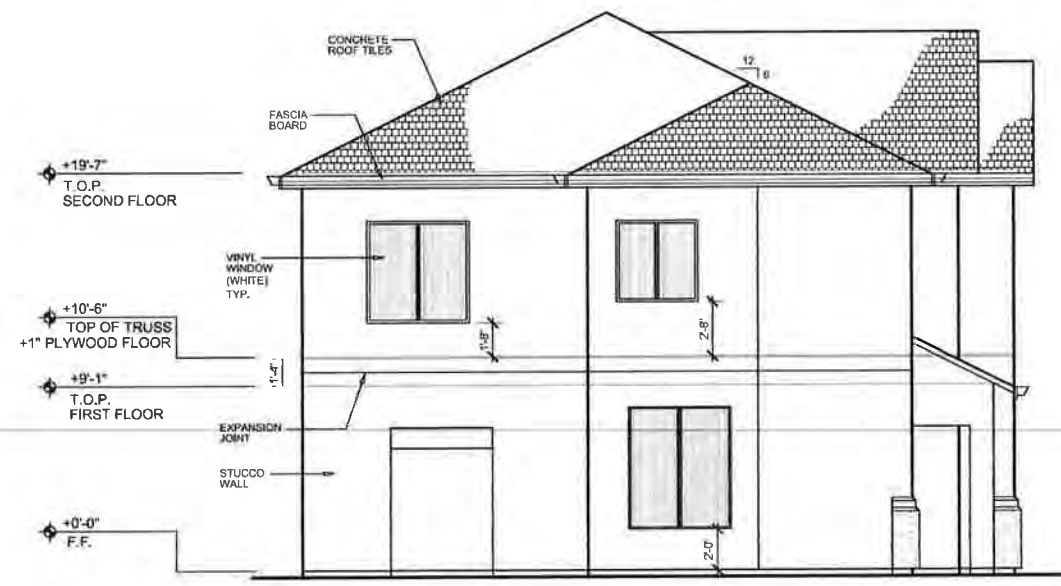
BACK ELEVATION

SCALE: 1/4" = 1'-0"



RIGHT ELEVATION

SCALE: 1/4" = 1'-0"



LEFT ELEVATION

SCALE: 1/4" = 1'-0"

CLIENT

EDMOND SHAMASS

615 13 TH. STREET

MODESTO, CA 95354

PROJECT:

RIVERBANK COMMONS

APN 132-015-023
SEVENTH STREET

RIVERBANK, CA 95367



2301 Coffee Road #B Modesto, CA 95355
Phone: 209-408-0674 edmond@edmondjacobs.com

HOUSE-C1 3/3

JUNE 13, 2018
236-17

- NOTE:**
- 1) NO TREES TO BE REMOVED.
 - 2) NO STRUCTURES TO BE REMOVED.
 - 3) SOIL TYPE: Mda MADERA SANDY LOAM
0-2% SLOPES
HYDROLOGIC SOIL GROUP: D
 - 4) DEPTH TO GROUNDWATER: 71 FEET



VICINITY
NOT TO SCALE

A.P.N. 132-015-023
CONTACT: EDMOND SHAMASS
615 13TH STREET
MODESTO, CA 95354
(209) 345-8316
eshamass@gmail.com

OWNER/
APPLICANT: EDMOND SHAMASS
615 13TH STREET
MODESTO, CA 95354

SITE ADDRESS: 7TH STREET (x SIERRA STREET)
RIVERBANK, CA 95367

ZONING: R-2 DUPLEX RESIDENTIAL
GENERAL PLAN: HDR HIGHER DENSITY RESIDENTIAL

TOTAL AREA: 1.17 AC.
WATER: CITY OF RIVERBANK
SANITARY SEWER: CITY OF RIVERBANK

PREPARED BY: MORRIS ENGINEERING & SURVEYING, INC.
334 S. YOSEMITE AVENUE, SUITE D
OAKDALE, CA 95361
(209) 845-9175



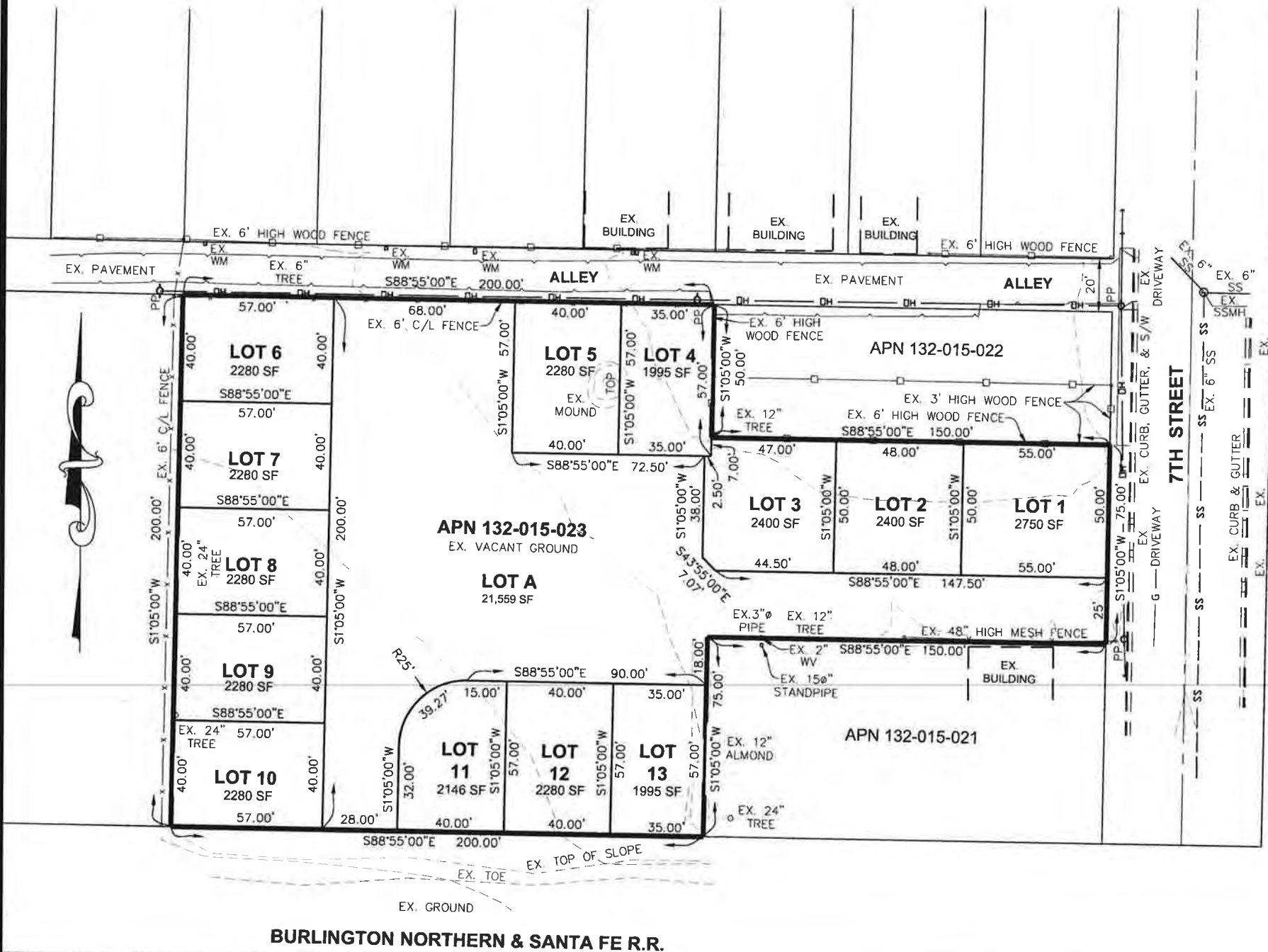
**TENTATIVE
SUBDIVISION MAP**

BEING ALL OF LOT 2 AND A PORTION
OF LOT 3 AS SHOWN ON THE EASTERN
ADDITION TO THE TOWN OF RIVERBANK
FILED IN BOOK 7 OF MAPS AT PAGE 30,
STANISLAUS COUNTY RECORDS, SITUATE IN
THE NORTHEAST QUARTER OF SECTION 25,
T.2S., R.9E., M.D.M., CITY OF RIVERBANK,
STANISLAUS COUNTY, CALIFORNIA
SCALE: 1"=30' JUNE 2018

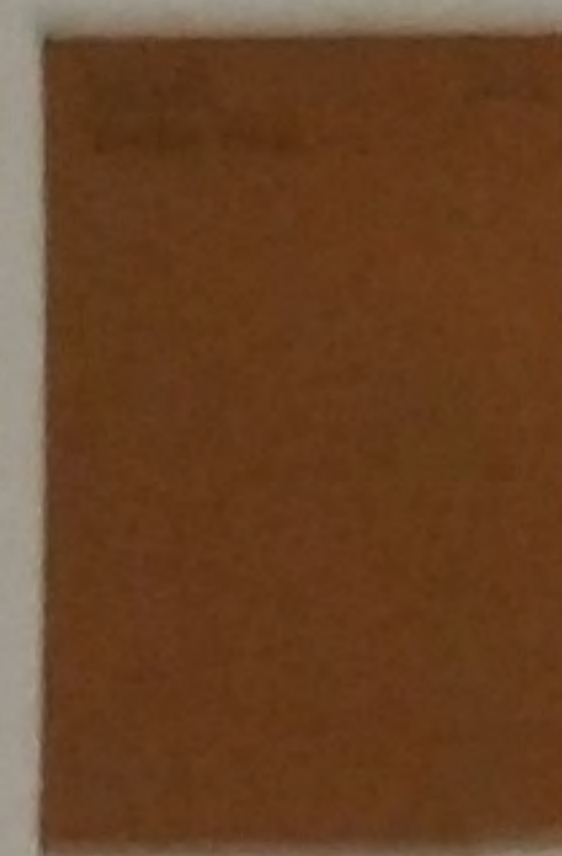
MORRIS
ENGINEERING & SURVEYING, INC.



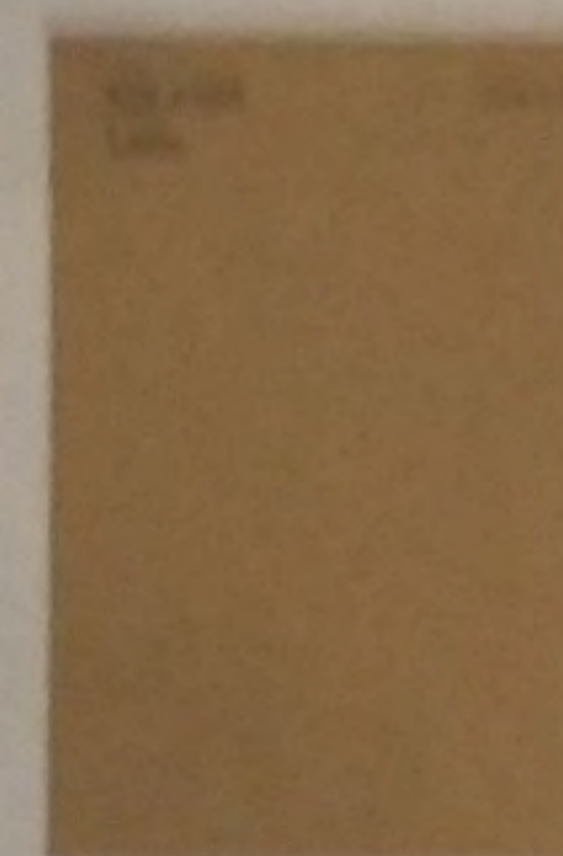
334 S. YOSEMITE AVENUE, SUITE D
OAKDALE, CA 95361
(209) 845-9175 (209) 845-9177 (FAX)



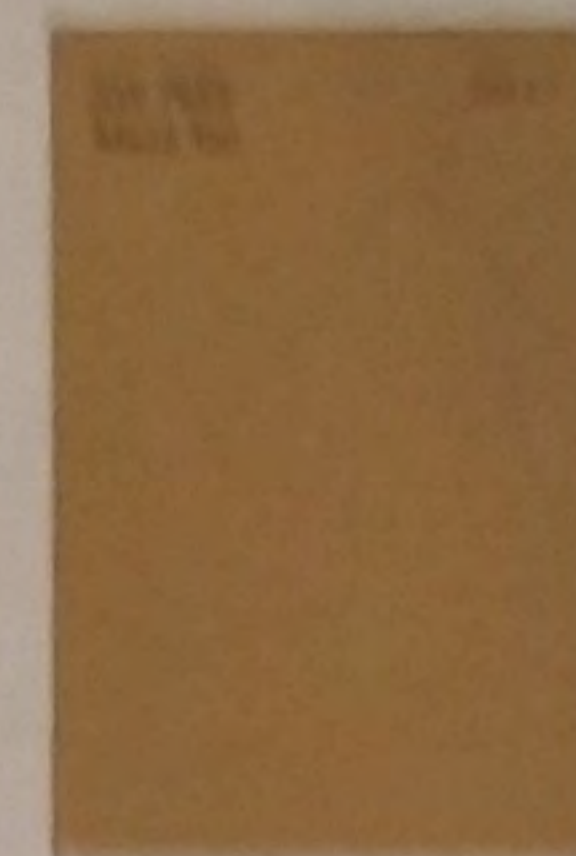
BODY COLORS



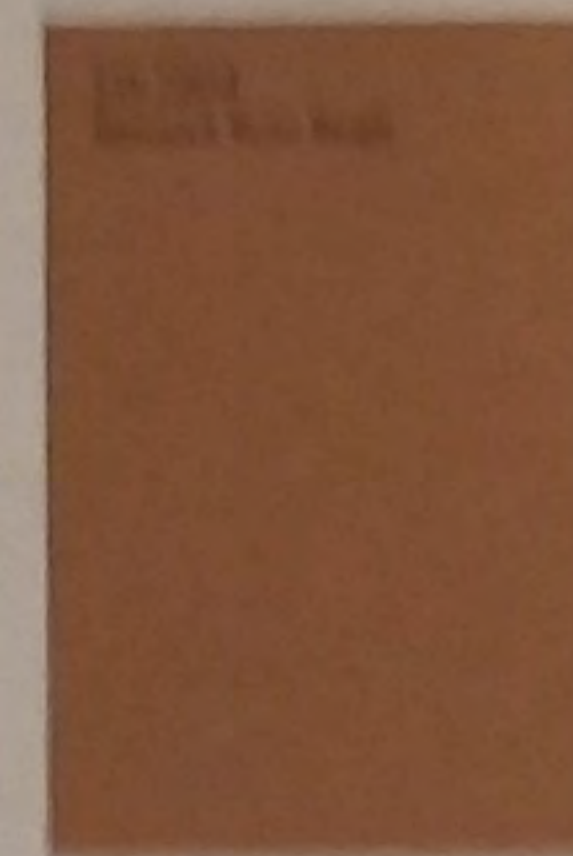
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SW 6117
SMOKEY TOPAZ



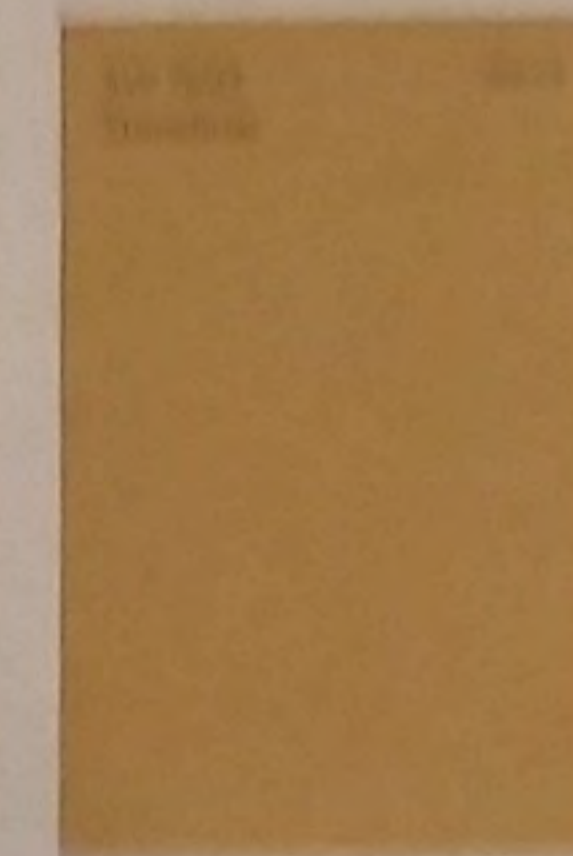
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SW 6108
LATTE



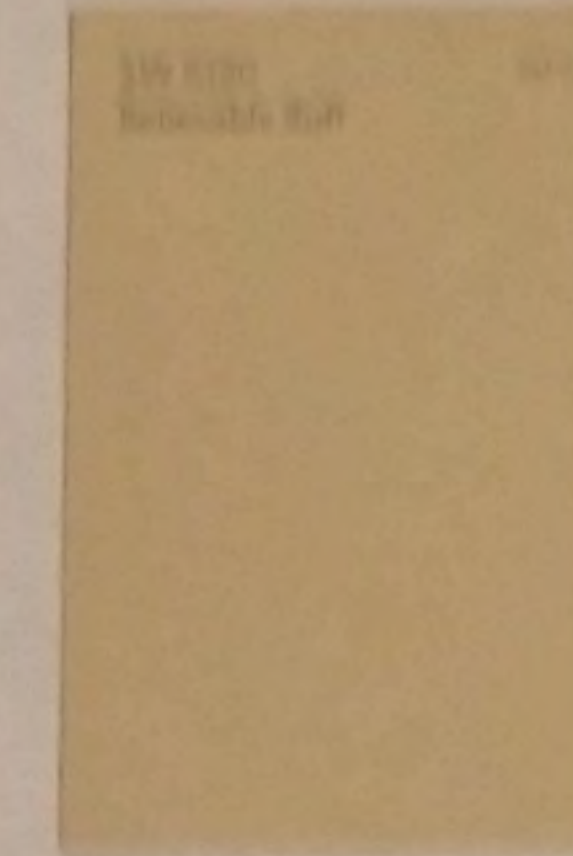
SHERWIN WILLIAMS
SW 7695
MESA TAN



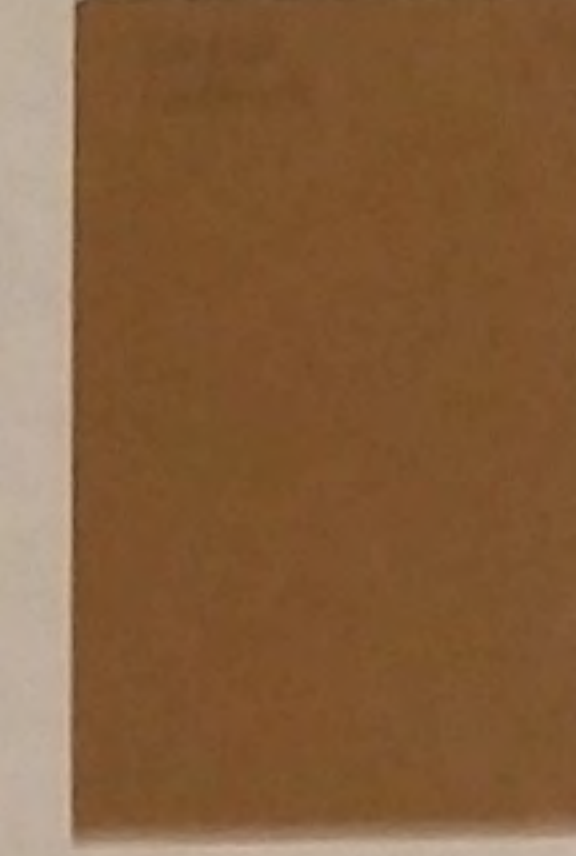
SHERWIN WILLIAMS
SW 2804
RENNICK ROSE BEIGE



SHERWIN WILLIAMS
SW 7693
STONEBRIAR

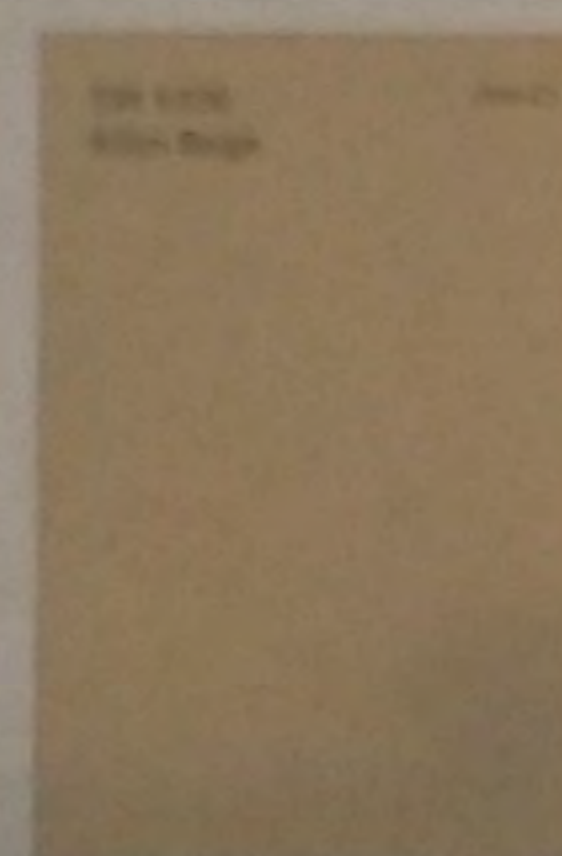


SHERWIN WILLIAMS
SW 6120
BELEIVABLE BUFF

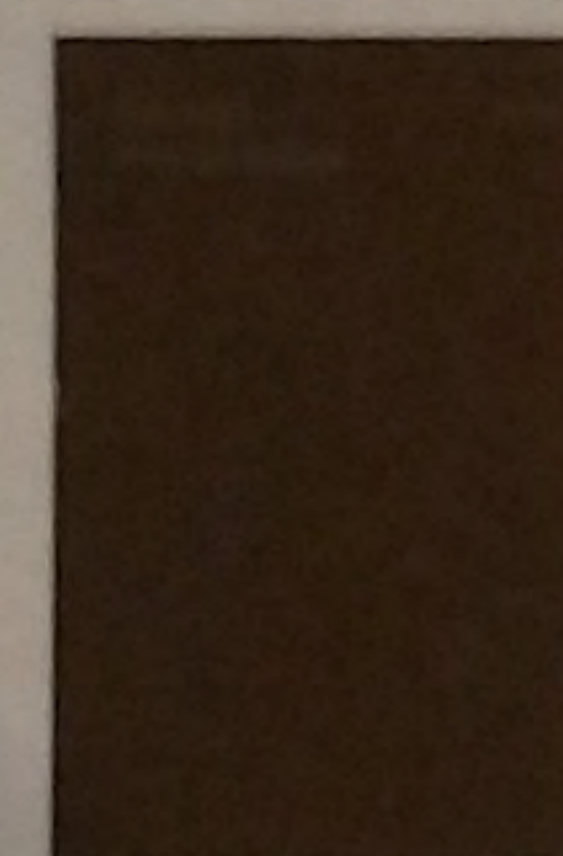


SHERWIN WILLIAMS
SW 6124
CARDBOARD

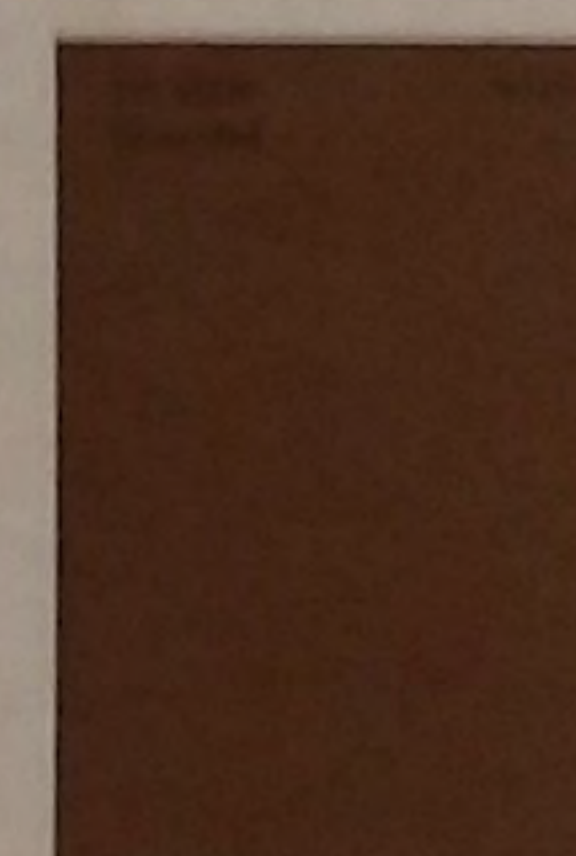
TRIMS / FASCIA / GUTTERS



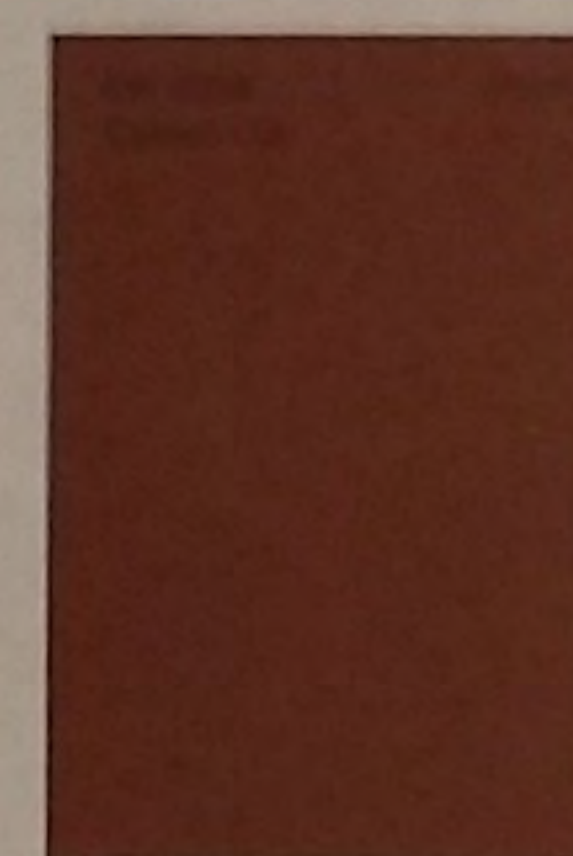
SHERWIN WILLIAMS
SW 6106
KILIM BEIGE



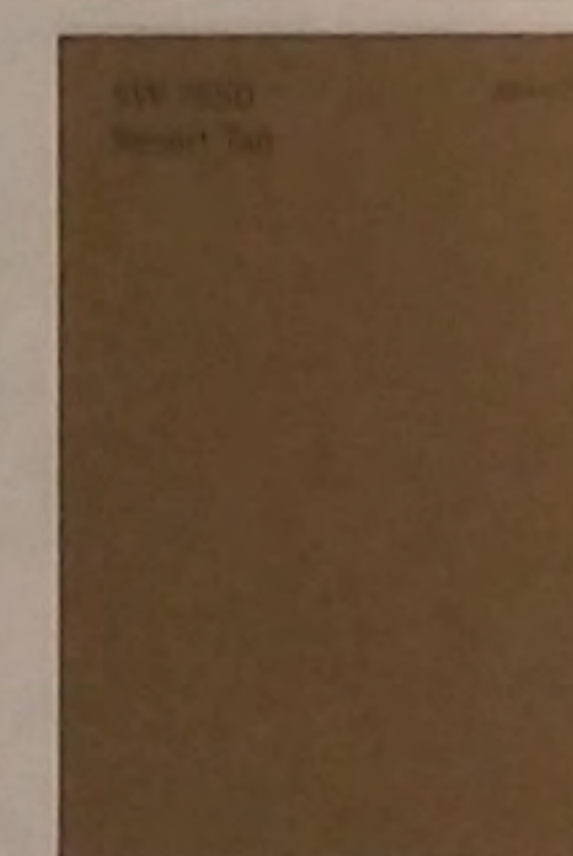
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SW 6153
PROTEGE BRONZE



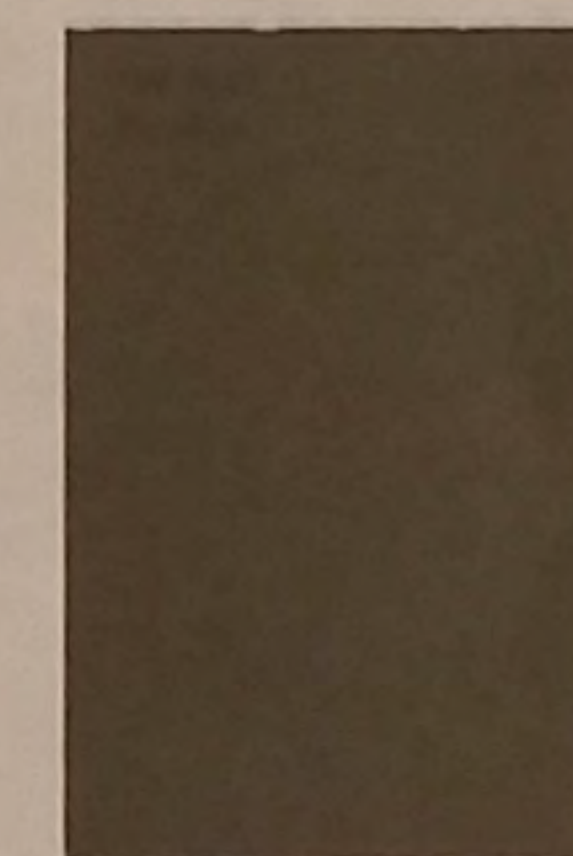
SHERWIN WILLIAMS
SW 6089
GROUNDED



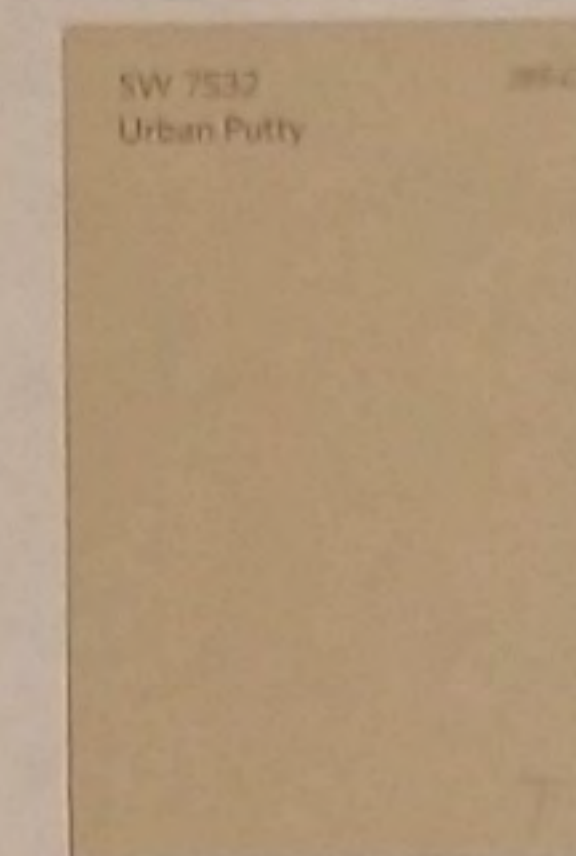
SHERWIN WILLIAMS
SW 6054
CANYON CLAY



SHERWIN WILLIAMS
SW 7550
RESORT TAN



SHERWIN WILLIAMS
SW 7047
PORPOISE



SHERWIN WILLIAMS
SW 7532
URBAN PUTTY

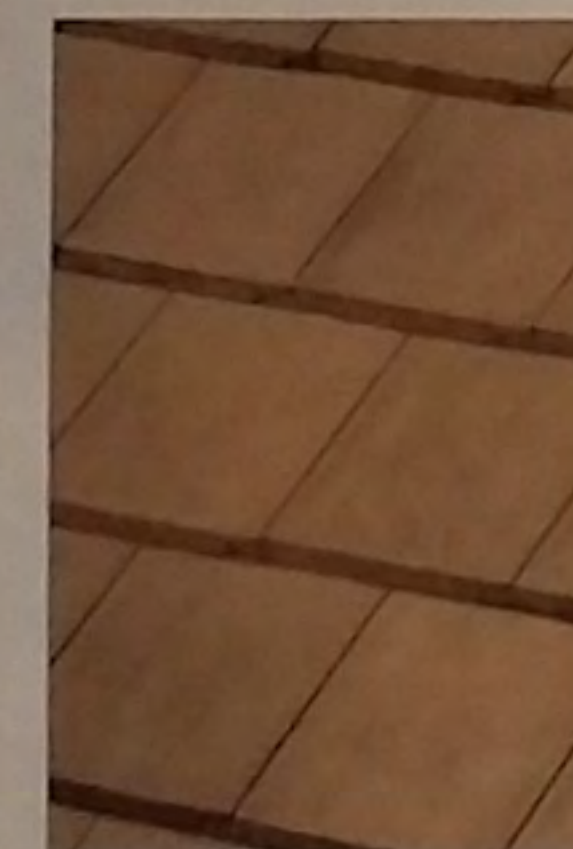
ROOF TILES



BORAL ROOFING
SAXTON 900 SLATE
NATURAL MARBLE



BORAL ROOFING
ESPANA 600
CALIFORNIA MISSION BLEND



BORAL ROOFING
SAXTON 900 SLATE
DUNES TAN



BORAL ROOFING
SAXTON 900 SLATE
CHARCOAL

CLIENT

EDMOND SHAMASS

MODESTO ♦ CALIFORNIA

PROJECT:

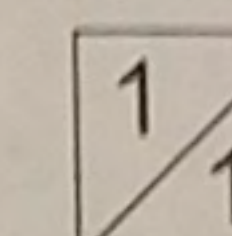
RIVERBANK COMMONS

6246 SEVENTH STREET

RIVERBANK, CA 95367



2301 Coffee Road #B ♦ Modesto, CA 95355
Phone: 209-408-0674 ♦ edmond@elijaharchitect.com



SEPTEMBER 27, 2017

**City of Riverbank
Planning Commission
Resolution No. 2018-008**

**APPROVAL OF ARCHITECTURE AND SITE PLAN REVIEW 2018-02 (17-0005)
FOR RIVERBANK COMMONS
SEVENTH AND SIERRA STREETS (APN 132-015-023)**

WHEREAS, An application has been received from Edmund Shamass, for the Architectural and Site Plan Review of a proposed fourteen (14) lot gated community located in Central Riverbank along Seventh street and an alley (APN 062-021-008); and

WHEREAS, The Planning Commission held a public hearing on October 16, 2018, to consider Architecture and Site Plan Review 02-2018 (17-0015); and

WHEREAS, The proposed project will not have a significant effect on the environment and is categorically exempt under Article 19 Section 15332 (a-e) Class 32, In-Fill Development Projects; and

WHEREAS, The Riverbank Planning Commission made the following findings:

1. The proposed project, together with the provisions for its design and improvements, is consistent with the goals, policies, program and uses of the General Plan.
2. The proposed Architecture and Site Plan Review along with the Conditions of Approval is in conformity with both the intent and provisions of the Zoning Ordinance, Title 153; and

WHEREAS, the project is consistent with the following General Plan policies:

1. Policy Land 3.3: The City will encourage "compact development" which places origination and destination points closer together (residence, stores, schools, places of work, etc.), allowing for alternatives to vehicular travel.
2. Policy Land 3.4: Gated projects are only permissible only if connectivity with surrounding areas will not be significantly impaired. The City maintains the sole authority to approve a project that includes gates exclusivity in cases where a property is located where through connections would not be possible to other existing development or planned future developed areas. The City will not allow gates in unless fire access can be guaranteed according to Stanislaus Consolidated Fire Protection District. This exception to the general preference for

connectivity and access can be made where a project consists solely of unique and locally desired land uses, such senior housing.

3. Policy Design 3.6: The City will evaluate proposed projects, plans, and subdivision requests involving limited or controlled access according to the following criteria and consistency with other relevant General Plan policy. Access controls may be approved by the City if the following conditions are met:
 - The controlled access project provides a community and/or internal project benefit or satisfies a specific community need, such as, but not limited to: enhancing community safety and security; improving existing or projected traffic impacts; promoting community cooperation or identify; or, significantly enhancing the quality of life.
 - The limited success project includes alternative means of reducing traffic impacts as described in the Street Design Manual, and measures such as gateways, bollards, median-chokers, curb pop-outs, channelization of intersections, left/right turn only directional signs, one-way streets, and parking restrictions.
 - The limited or controlled access project does not significantly displace existing or projected future traffic or parking impacts to adjacent areas.
 - Public access is not denied to open spaces, river, parks, trails, commercial areas, transit stops, major streets, schools, or public facilities.
 - The street system, gated entry, and premises identification meet all criteria established in State regulations and City ordinances, policies, and design manuals.
 - Street access to gated projects has been provided for police, fire, and other emergency vehicles by means that are acceptable to the providers of those services.
 - Access will be provided for postal service, trash pick-up, and school buses. Pursuant to the Municipal Code, the City will not collect trash on private property.
 - The City shall be granted general utility easements and utility access easements on private streets.

- The location of the gates shall provide adequate stacking areas to accommodate traffic to the project. Stacking shall not adversely impact circulation on any public street.
 - Walls or other enclosures attached to gates shall use a combination of setbacks, landscaping, civic enhancements and human scale articulation and/or other design features. The enclosures will be governed by relevant sections of the municipal code related to sight distances.
4. Policy Design 4.2: Approved projects, plans, and subdivisions shall provide diversity among dwelling units in the use of color, building materials, floor plan layouts, square footages, and roof lines. Approved projects, plans, and subdivision requests shall maintain continuity of a few overall urban design features to provide context between individual units and the neighborhood.
 5. Policy Design 4.3: The City will encourage individually owned garages to be clustered or placed beneath units with common driveway access to maximize efficient use of the overall site area.
 6. Policy Design 4.4: The City will allow for small front-yard setbacks in single-family residential districts to permit greater design flexibility and ensure an inviting human scale.
 7. Policy Design 4.6: The City will allow common ownership of parking, courtyard gardens, recreational facilities, and/or open spaces for cluster, cottage, and attached single family residential housing.
 8. Policy ED 10.1: The City will ensure that the quality and type of housing in the community will be attractive to a wide range of residents.

WHEREAS, the request and plans of Edmund Shamass, Applicant, are hereby granted and approved, subject to the following conditions:

1. Applicant shall comply with the City of Riverbank Standard Conditions as contained in Planning Commission Resolution 2013-014, including annexing into Community Facilities District 2016-01, or receive confirmation from the Community Development Director that a specific condition or conditions does not apply to the subject project; and
2. The applicant shall build the entire project according to the site plans and elevations on file with the Community Development Department and as presented to the Planning Commission as part of this action; and

3. The Community Development Director shall approve block walls and fencing; and
4. Three (3) sets of landscape and irrigation plans shall be prepared and submitted with fee for review and approval by the City's contract landscape architect. The tot lot shall be fully landscaped and contain playground equipment with shade structure, picnic tables, trash receptacles, and a barbeque area to the satisfaction of the Community Development Director; and
5. The Subdivision Improvement Agreement shall be signed and submitted to the Community Development Director before Final Map adoption; and
6. Private street names shall be approved by City Council; and
7. Any subdivision signage shall be approved under separate permit.

NOW THEREFORE, BE IT RESOLVED by the City of Riverbank Planning Commission that Architecture and Site Plan Review 02-2018 is hereby approved, subject to those conditions established by Resolution No. 2018-08 and as illustrated in Exhibit "A": Site Plans and Elevations date stamped July 31, 2018.

PASSED AND ADOPTED by the Planning Commission of the City of Riverbank at a regular meeting held on the 16th of October, 2018, motioned by Commissioner Ball, seconded by Commissioner Hughes, and upon roll call was carried by the following vote 5-0

AYES: Commissioners: Ball, Hughes, Stewart, Fenrich and Link

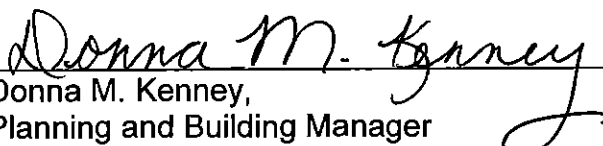
NOES: None

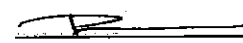
ABSENT: Commissioner Chair: Dinan

ABSTAIN: None

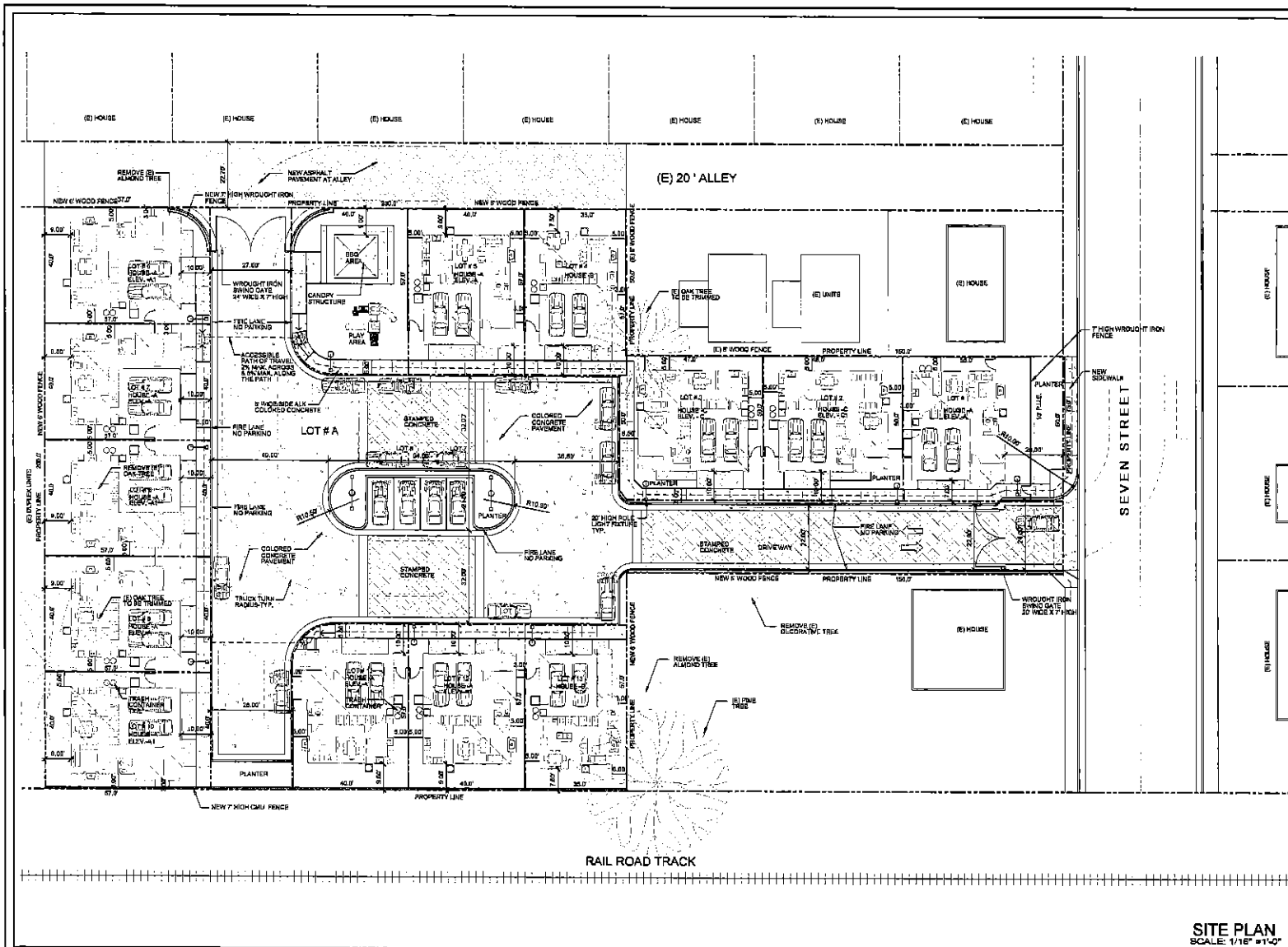
Attest:

Approved:


Donna M. Kenney,
Planning and Building Manager


Robert Ball, Vice Chair
Planning Commission

Exhibits: A – Site Plans and Elevations



PROJECT DATA

A.P.N.	132-15-03
PROPOSED USE:	SINGLE FAMILY RESIDENTIAL
OCCUPANCY:	R3-U
TYPE OF CONSTRUCTION:	V-B (FIRE SPRINKLERED)
ZONING:	PLANNED DEVELOPMENT
TOTAL PROJECT SITE AREA	51,250 S.F.
LOT #1	2,750 S.F.
LOT #2	2,400 S.F.
LOT #3	2,400 S.F.
LOT #4	1,995 S.F.
LOT #5	2,260 S.F.
LOT #6	2,260 S.F.
LOT #7	2,260 S.F.
LOT #8	2,260 S.F.
LOT #9	2,260 S.F.
LOT #10	2,260 S.F.
LOT #11	2,146 S.F.
LOT #12	2,260 S.F.
LOT #13	1,995 S.F.
LOT-A	21,559 S.F.

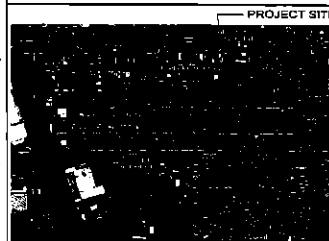
HOUSE-A	
TOTAL MAIN HOUSE	1,578 S.F.
2-CAR GARAGE	427 S.F.
HOUSE-B	
TOTAL MAIN HOUSE	1,405 S.F.
2-CAR GARAGE	427 S.F.
HOUSE-C	
TOTAL MAIN HOUSE	1,866 S.F.
2-CAR GARAGE	427 S.F.

MATRIX OF R-1 REQUIREMENT VS. PD

REGULATION	R-1 ZONING	PD ZONE
LOT SIZE (MINIMUM)	5,000 S.F.	1,995 S.F.
LOT WIDTH (MINIMUM)	80 FT.	35 FT.
FRONT SETBACK (GARAGE)	20 FT. MIN.	7 FT.
SIDE SETBACK (MINIMUM)	5 FT.	3 FT.

- PD AMENITIES
- ☐ GATED COMMUNITY
 - ☐ ENHANCED LANDSCAPING
 - ☐ COLORED CONCRETE SIDE WALK
 - ☐ COLORED STAMPED CONCRETE PAVEMENT
 - ☐ COLORED STAMPED CONCRETE PAVEMENT
 - ☐ UPGRADED GARAGE DOORS
 - ☐ COMMON BBQ AREA WITH COVERED CANOPY
 - ☐ ENHANCED LIGHTING FIXTURE AND POLE

VICINITY PLAN



SITE PLAN
SCALE: 1/16" = 1'-0"

CLIENT

EDMOND SHAMASS

615 13 TH. STREET

MODESTO, CA 95354

PROJECT:

RIVERBANK COMMONS

APN 132-015-023
SEVENTH STREET

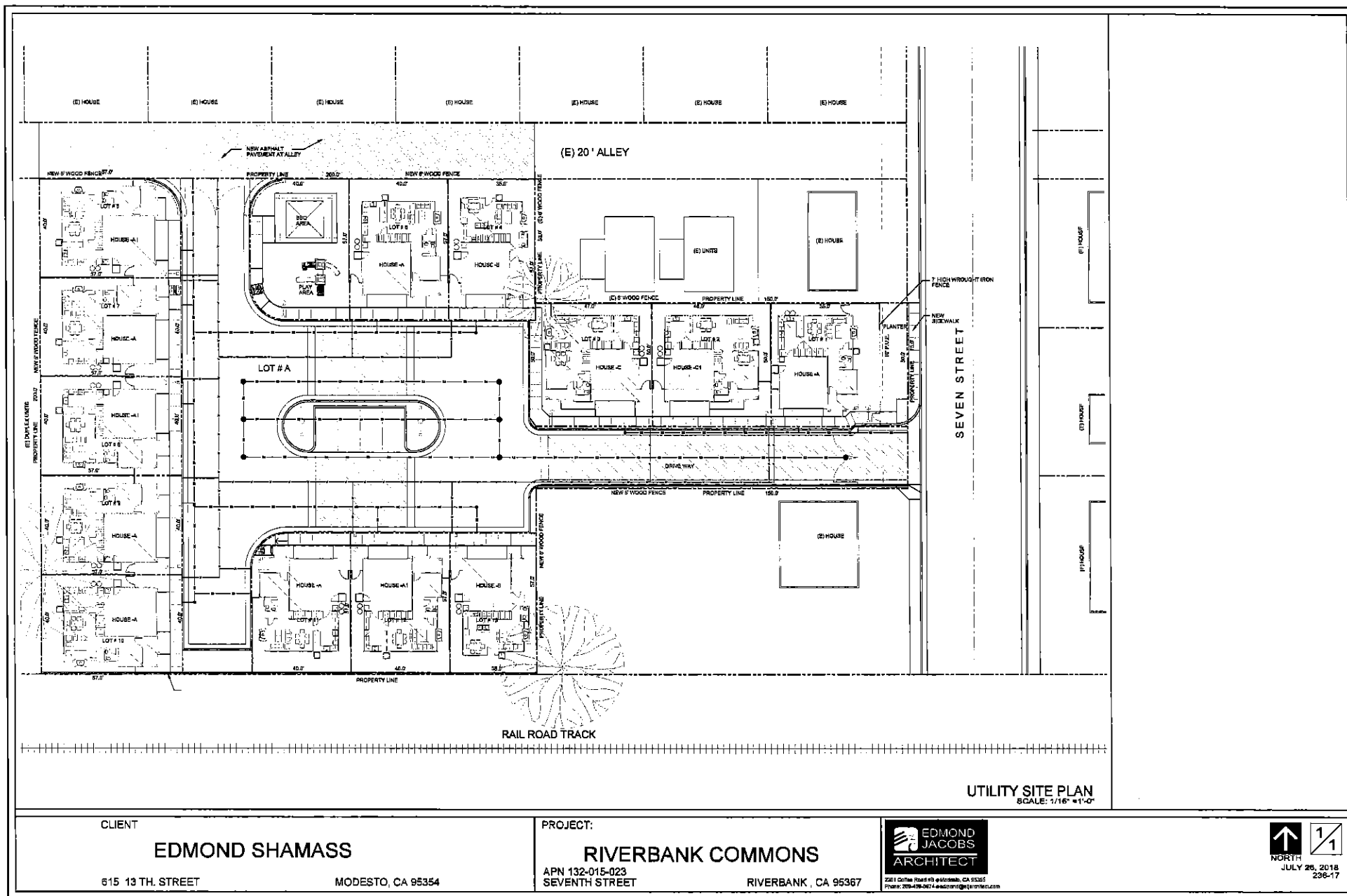
RIVERBANK, CA 95367

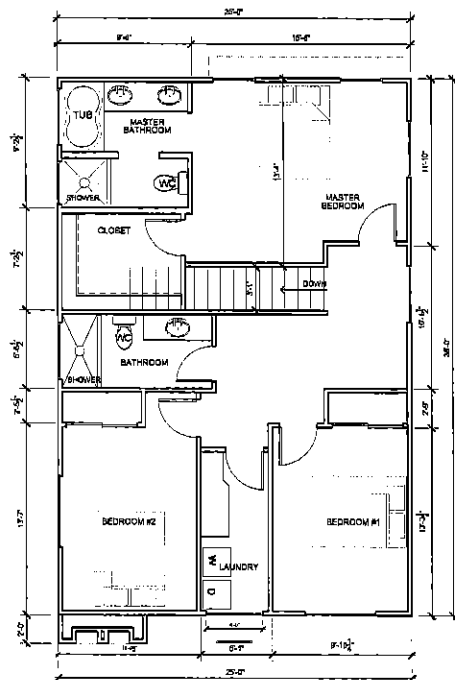


2011 Coffey Road #9 Edmonds, CA 95055
Phone: 708-464-0476 Email: edj@edjacobs.com



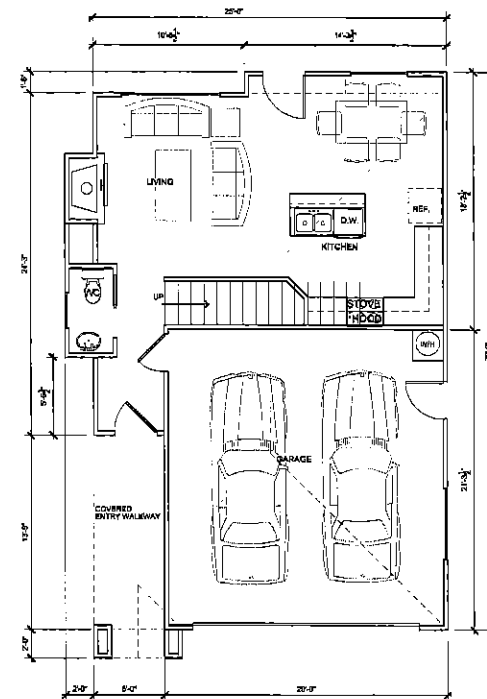
JULY 28, 2018
236-17





PROPOSED SECOND FLOOR PLAN

SCALE: 1/4" = 1'-0"



PROPOSED FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"

MAIN HOUSE AREA:	
FIRST FLOOR	458 S.F.
SECOND FLOOR	950 S.F.
TOTAL MAIN HOUSE	1,408 S.F.
2-CAR GARAGE	427 S.F.

CLIENT

EDMOND SHAMASS

615 13 TH. STREET

MODESTO, CA 95354

PROJECT:

RIVERBANK COMMONS

APN 132-015-023
SEVENTH STREET

RIVERBANK, CA 95367

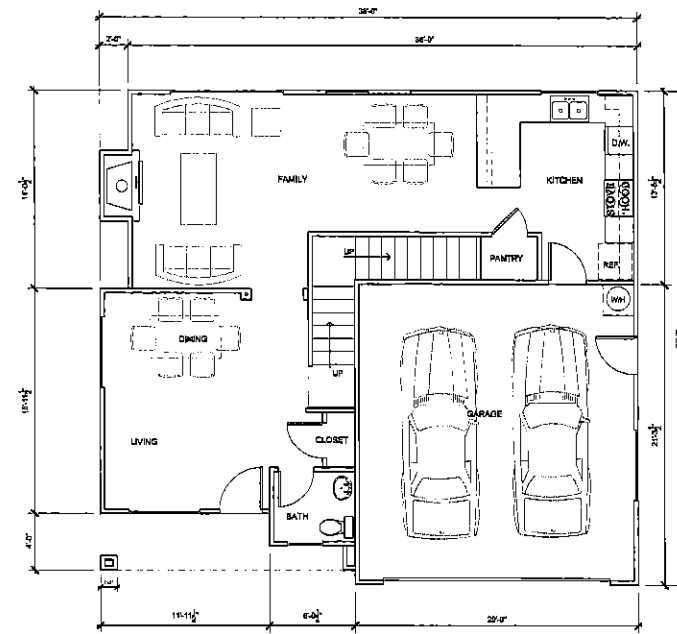
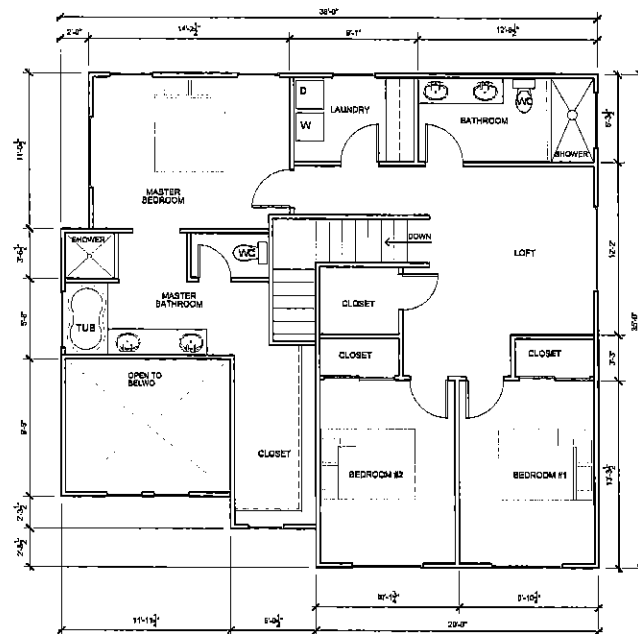


2301 Delta Road #B • Modesto, CA 95301
Phone: 209-463-0274 • edmondj@edmondjacobs.com

HOUSE-B

1/2

JULY 28, 2018
236-17



MAIN HOUSE AREA:	
FIRST FLOOR	896 S.F.
SECOND FLOOR	1,070 S.F.
TOTAL MAIN HOUSE	1,966 S.F.
2-CAR GARAGE	426 S.F.

PROPOSED SECOND FLOOR PLAN

SCALE: 1/4" = 1'-0"

PROPOSED FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"

CLIENT

EDMOND SHAMASS

615 13 TH. STREET

MODESTO, CA 95354

PROJECT:

RIVERBANK COMMONS

APN 132-015-023
SEVENTH STREET

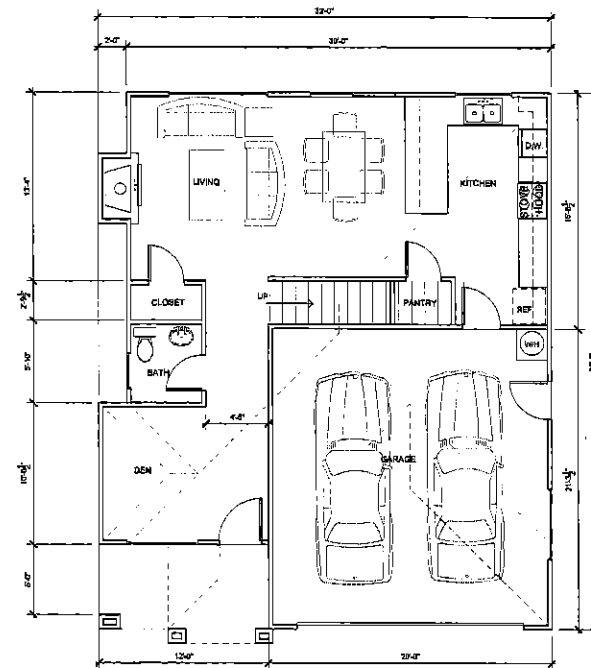
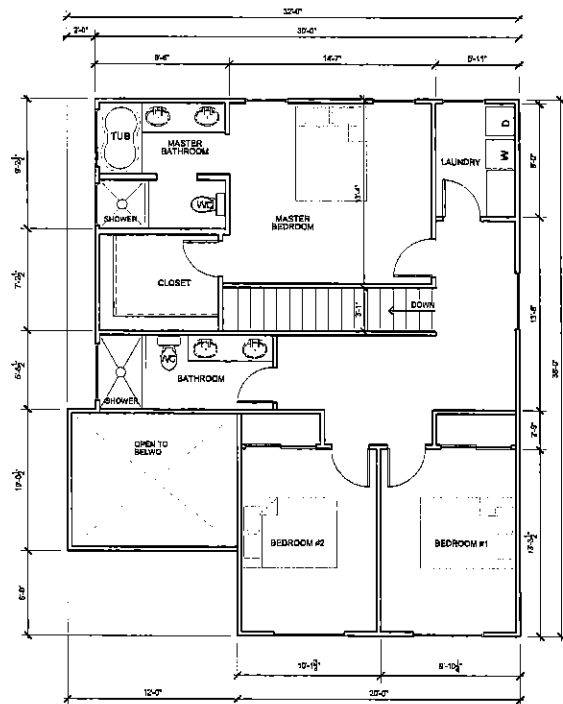
RIVERBANK, CA 95367



2201 Colton Road #9 Modesto, CA 95355
Phone: 209-403-0674 edmond@edmondjacobs.com

HOUSE-C 1/3

JULY 26, 2016
205-17



MAIN HOUSE AREA:	
FIRST FLOOR	873 S.F.
SECOND FLOOR	1005 S.F.
TOTAL MAIN HOUSE	1,878 S.F.
2-CAR GARAGE	427 S.F.

PROPOSED SECOND FLOOR PLAN

SCALE: 1/4" = 1'-0"

PROPOSED FIRST FLOOR PLAN

SCALE: 1/4" = 1'-0"

CLIENT

EDMOND SHAMASS

615 13 TH. STREET

MODESTO, CA 95354

PROJECT:

RIVERBANK COMMONS

APN 132-015-023
SEVENTH STREET

RIVERBANK, CA 95367



2301 Collier Road #8 • Modesto, CA 95305
Phone: 209-465-0374 • edmonj@edmondjacobs.com

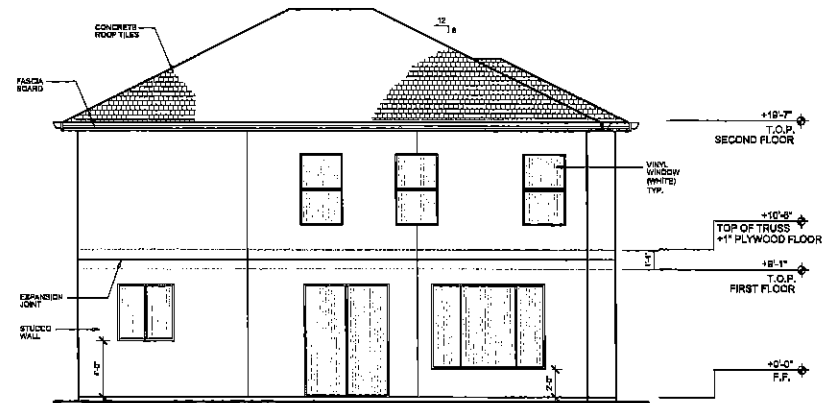
HOUSE - A 1/3

JULY 26, 2015
236-17



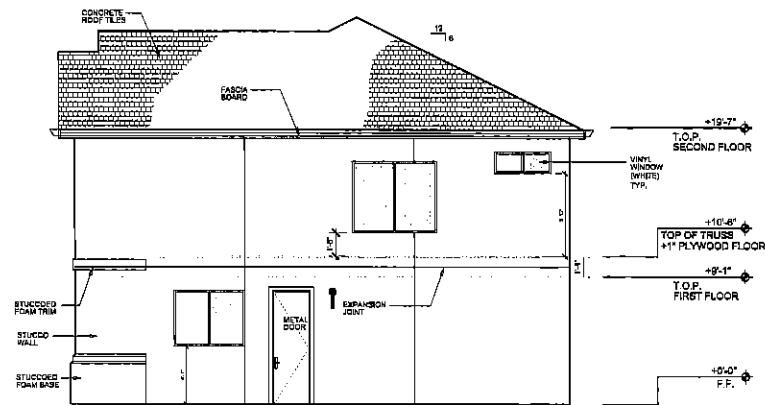
FRONT ELEVATION

SCALE: 1/4" = 1'-0"



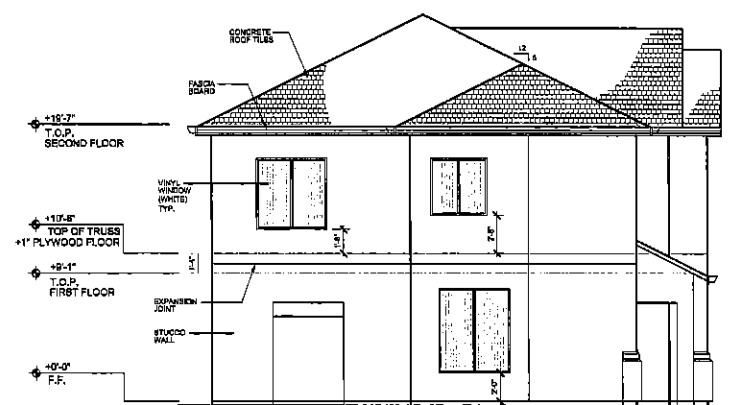
BACK ELEVATION

SCALE: 1/4" = 1'-0"



RIGHT ELEVATION

SCALE: 1/4" = 1'-0"



LEFT ELEVATION

SCALE: 1/4" = 1'-0"

CLIENT

EDMOND SHAMASS

815 13 TH. STREET

MODESTO, CA 95354

PROJECT:

RIVERBANK COMMONS

APN 132-015-023
SEVENTH STREET

RIVERBANK, CA 95367



2381 Oakley Road #5 Modesto, CA 95305
Phone: 209-408-0671 • edmond@edjacobs.com

HOUSE-C
ELEVATION -C1

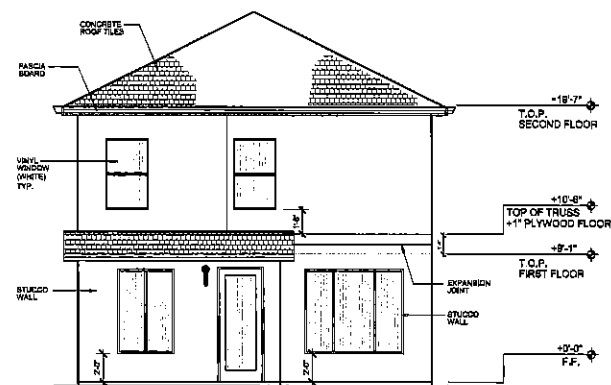
3/3

JULY 28, 2016
238-17



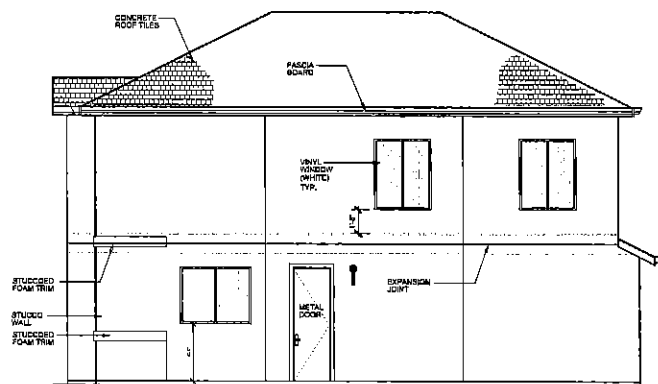
FRONT ELEVATION

SCALE: 1/4" = 1'-0"



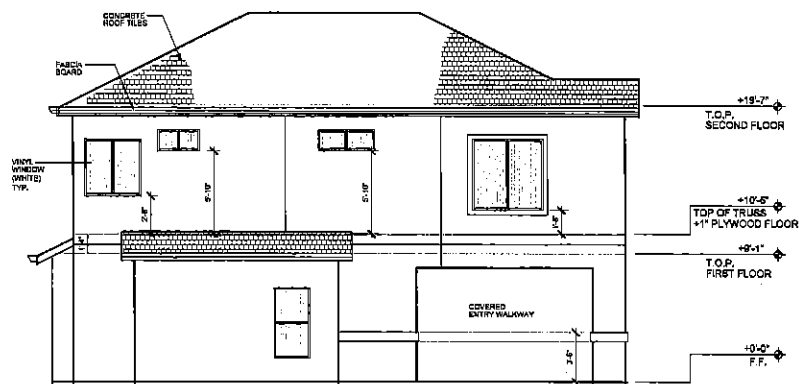
BACK ELEVATION

SCALE: 1/4" = 1'-0"



RIGHT ELEVATION

SCALE: 1/4" = 1'-0"



LEFT ELEVATION

SCALE: 1/4" = 1'-0"

CLIENT

EDMOND SHAMASS

615 13 TH. STREET

MODESTO, CA 95354

PROJECT:

RIVERBANK COMMONS

APN 132-015-023
SEVENTH STREET

RIVERBANK, CA 95367



2201 Duffin Road #6 Modesto, CA 95315
Phone: 209-463-6874 • edmondj@edmondjacobs.com

HOUSE-B

2/2

JULY 25, 2015
255-17



SCALE: 1/4" = 1'-0"



SCALE: 1/4" = 1'-0"



SCALE: 1/4" = 1'-0"



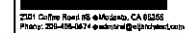
SCALE: 1/4" = 1'-0"

EDMOND SHAMASS

MODESTO, CA 95354

RIVERBANK COMMONS

RIVERBANK, CA 95387



HOUSE -A
ELEVATION A

A 

JULY 28, 2018
236-17

SCALE: 1/4" = 1'-0"

SCALE: 1/4" = 1'-0"

SCALE: 1/4" = 1'-0"

SCALE: 1/4" = 1'-0"

CLIENT

EDMOND SHAMASS

615 13 TH. STREET

MODESTO, CA 95354

PROJECT:

RIVERBANK COMMONS

APN 132-015-023
SEVENTH STREET

RIVERBANK , CA 95367



230 | Carlton Road NE • Mpls, MN 55405
Phone: 763-438-0874 andrew@jaguarjaguar.com

HOUSE -A
ELEVATION -A1

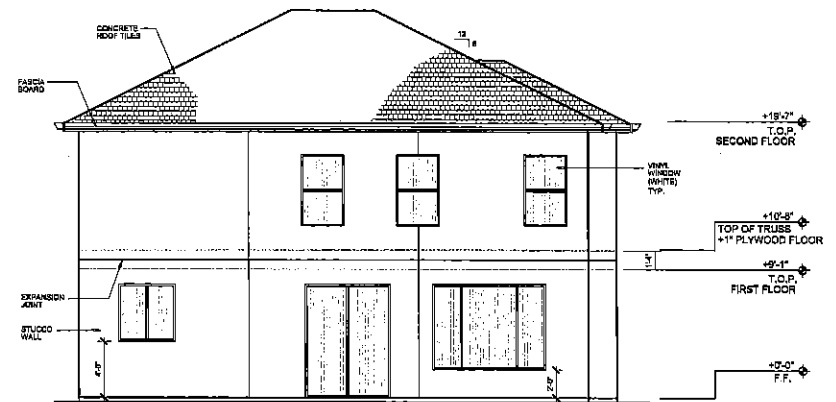
JULY 26, 2018
236-17

3



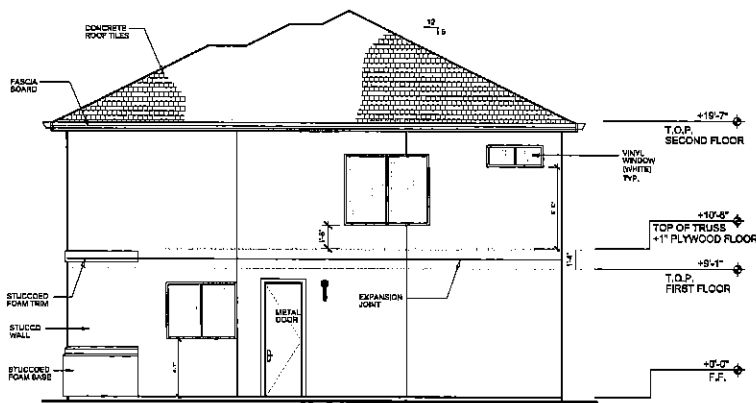
FRONT ELEVATION

SCALE: 1/4" = 1'-0"



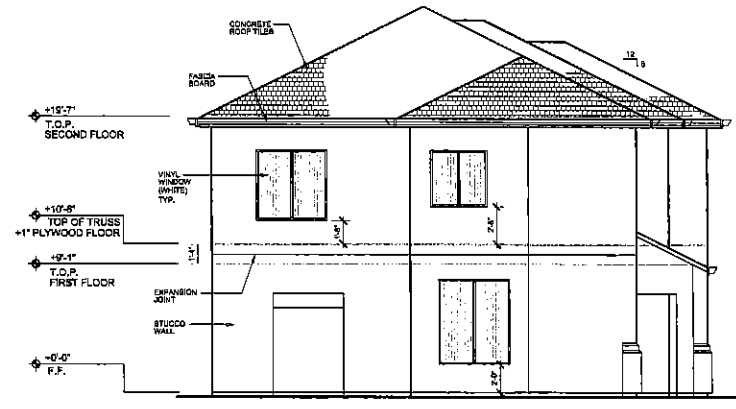
BACK ELEVATION

SCALE: 1/4" = 1'-0"



RIGHT ELEVATION

SCALE: 1/4" = 1'-0"



LEFT ELEVATION

SCALE: 1/4" = 1'-0"

CLIENT

EDMOND SHAMASS

615 13 TH. STREET

MODESTO, CA 95354

PROJECT:

RIVERBANK COMMONS

APN 132-015-023
SEVENTH STREET

RIVERBANK, CA 95367



2201 Carline Road #8 Modesto, CA 95358
Phone: 209-634-0677 email: ed@edjacobs.com

HOUSE-C
ELEVATION C

2/3

JULY 28, 2016
236-17



BUILDING -A FRONT ELEVATION COLOR CONCEPT

SCALE: 1/4" = 1'-0"



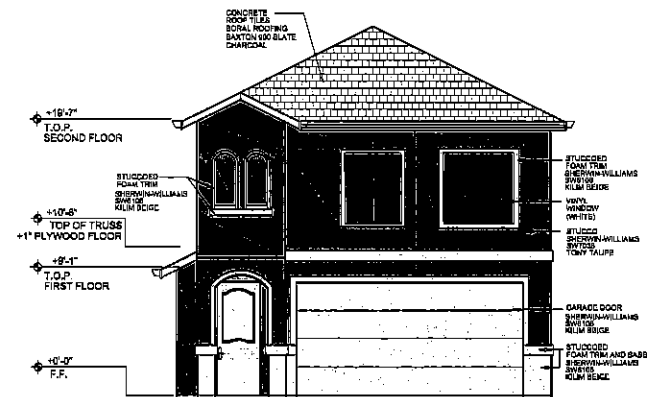
BUILDING A1 - FRONT ELEVATION COLOR CONCEPT

SCALE: 1/4" = 1'-0"



BUILDING C1 - FRONT ELEVATION COLOR CONCEPT

SCALE: 1/4" = 1'-0"



BUILDING B - FRONT ELEVATION COLOR CONCEPT

SCALE: 1/4" = 1'-0"

CLIENT

EDMOND SHAMASS

615 13 TH. STREET

MODESTO, CA 95354

PROJECT:

RIVERBANK COMMONS

APN 132-015-023
SEVENTH STREET

RIVERBANK, CA 95367



2301 Carter Road 18 Modesto, CA 95305
Phone: 202-468-0474 edmond@edmondjacobs.com

COLOR CONCEPTS



JULY 26, 2018
238-17

**City of Riverbank
Planning Commission
Resolution No. 2018-009**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF RIVERBANK
RECOMMENDING TO THE CITY COUNCIL THE APPROVAL OF ORDINANCE NO. 2018-XXX
TO REZONE 1.1± ACRES, KNOWN AS RIVERBANK COMMONS TO PLANNED DEVELOPMENT,
LOCATED AT SEVENTH AND SIERRA STREETS APN: 132-015-023**

WHEREAS, an application has been received from Edmund Shamass, with a proposal to subdivide approximately 1.1± acres into thirteen (13) single family lots, and Lot A which allows for a net density of 16+ dwelling units per acre; and

WHEREAS, the project site is currently zoned Planned Development with a General Plan Land Use designation of High Density Residential (HDR); and

WHEREAS, the applicant is proposing to rezone the property to a new Planned Development (PD) from an expired Planned Development (PD); and

WHEREAS, the Planning Commission held a public hearing on October 16, 2018, to consider Zoning Ordinance Amendment (Rezone) 01-2018; and

WHEREAS, notices of the public hearing on the Rezone was published in the *Riverbank News*, a newspaper of general circulation and a Notice of Development Permit large sign was posted at the project site on October 3, 2018; and

WHEREAS, notices of the public hearing on the Rezone were mailed to all property owners within three hundred (300) feet of the property, according to the most recent assessor's roll, on October 2, 2018; and

WHEREAS, the Planning Commission has reviewed the proposed Rezone and conducted a public hearing on October 16, 2018 in the manner prescribed by law; and

WHEREAS, all other legal prerequisites to the adoption of this Resolution have occurred.

NOW, THEREFORE, BE IT RESOLVED THAT THE PLANNING COMMISSION OF THE CITY OF RIVERBANK HEREBY RECOMMENDS CITY COUNCIL APPROVAL OF ORDINANCE NO. 2018-XXX, REZONING 1.1± ACRES TO PLANNED DEVELOPMENT, ATTACHED HERETO AS EXHIBIT "A" AND INCORPORATED HEREIN BY THIS REFERENCE, BASED ON THE FOLLOWING FINDINGS:

1. Pursuant to California Government Code Section 65855, the recommendation to City Council shall include the relationship to the applicable general or specific plan.
 - a. The property identified in this action has a General Plan Land Use Designation of High Density Residential (HDR), and a current zoning of Planned Development (PD). The project proposes a Rezone to new Planned Development.
2. Each individual unit of the development can be built in stages, as well as the total development, can exist as an independent unit capable of creating a good environment in the locality and being in any stage as desirable and stable as the total development.
3. The uses proposed will not be a detriment to the present and proposed surrounding land uses, but will enhance the desirability of the area and have a beneficial effect.
4. Deviations from the standard ordinance requirements is warranted by the unusual design and additional amenities are incorporated in the development plan which offers certain redeeming features to compensate for any deviations that may be permitted.
5. The principles incorporated in the proposed master plan identify unique characteristics which could not otherwise be achieved under other zoning districts.
6. The PD rezone was not initiated by the City, so the previous findings and a master plan are required.

Constitutionality, severability. If any section, subsection, sentence, clause, phrase, or word of this resolution is for any reason held by a court of competent jurisdiction to be unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of the resolution. The Planning Commission of the City of Riverbank hereby declares that it would have passed this resolution and each section, subsection, sentence, clause, phrase, or word thereof, irrespective of the fact that any one or more section(s), subsection(s), sentence(s), clause(s), phrase(s), or word(s) be declared invalid.

The City finds that Pursuant to the California Environmental Quality Act, the proposed project will not have a significant effect on the environment and is categorically exempt under Article 19 Section 15332 (a-e) Class 32, Infill Development projects.

PASSED AND ADOPTED by the Planning Commission of the City of Riverbank at a regular meeting held on the 16th of October, 2018 by the following roll call vote 5-0:

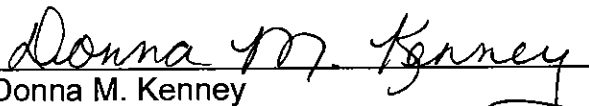
AYES: Commissioners: Ball, Hughes, Stewart, Fenrich and Link

NOES: None

ABSENT: Commissioner Chair: Dinan

ABSTAIN: None

Attest:


Donna M. Kenney
Planning and Building Manager

Approved:


Robert Ball, Vice Chair
Planning Commission

Attachment: Exhibit "A" – Draft City Council Ordinance No. 2018-XXX

**EXHIBIT A
CITY OF RIVERBANK
ORDINANCE NO. 2018-XXX**

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RIVERBANK
APPROVING A REZONE OF 1.1± ACRES TO PLANNED DEVELOPMENT,
LOCATED AT SEVENTH AND SIERRA STREETS (APN 132-015-023) –
A PROJECT KNOWN AS RIVERBANK COMMONS**

WHEREAS, an application has been received from Edmund Shamass, with a proposal to subdivide approximately 1.1± acres into thirteen (13) single family lots, Lot A, which allows for a net density of 16+ dwelling units per acre; and

WHEREAS, the City of Riverbank Planning Commission conducted a Public Hearing on Tuesday, October 16, 2018 to consider the proposed Zoning Ordinance Amendment; and

WHEREAS, the City Council for City of Riverbank has made the following findings for adoption:

1. An application has been received from Edmund Shamass with a proposal to subdivide approximately 1.1± acres into thirteen (13) single-family residential lots, and Lot A, which allows for a net density of 16+ dwelling units per acre; and
2. The project site is currently zoned Planned Development (PD) with a General Plan Land Use Designation of High Density Residential (HDR); and
3. The applicant is proposing to rezone the subject property to a new Planned Development (PD); and
4. Notice of the public hearing on the proposed Zoning Ordinance Amendment was published in the *Riverbank News*, a newspaper of general circulation, on October 3, 2018; and,
5. Notices of the public hearing on the proposed Zoning Ordinance Amendment were mailed to all property owners within 300 feet of the property, according to the most recent assessor's roll, on October 2, 2018; and
6. The City finds that Pursuant to the California Environmental Quality Act, the proposed project will not have a significant

**NOW, THEREFORE, THE CITY OF RIVERBANK CITY COUNCIL DOES
ORDAIN AS FOLLOWS:**

Section 1: The City Council of the City of Riverbank approves Rezoning 9.1± acres to the Planned Development zone district, located at APN 062-021-008.

Section 2: Constitutionality, severability. If any section, subsection, sentence, clause, phrase, or word of this resolution is for any reason held by a court of competent jurisdiction to be unconstitutional or invalid for any reason, such decision shall not affect the validity of the remaining portions of the resolution. The Planning Commission of the City of Riverbank hereby declares that it would have passed this resolution and each section, subsection, sentence, clause, phrase, and word thereof, irrespective of the fact that any one or more section(s), subsection(s), sentence(s), clause(s), phrase(s), or word(s) be declared invalid.

Section 3: This Ordinance shall become effective thirty (30) days from and after its final passage and adoption, provided it is published in a newspaper of general circulation at least fifteen (15) days prior to its effective date or a summary of the Ordinance is published in a newspaper of general circulation at least five (5) days prior to adoption and again at least fifteen (15) days prior to its effective date.

The foregoing was introduced at a regular meeting of the City Council of the City of Riverbank held on the 13th day of November 2018; motioned by Councilmember _____, seconded by Council Member _____, and upon roll call was carried by the following vote ____:

AYES:

NAYS:

ABSENT:

ABSTAIN:

ATTEST:

APPROVED:

Annabelle Aguilar, CMC
City Clerk

Richard D. O'Brien
Mayor

**City of Riverbank
Planning Commission
Resolution No. 2018-007**

**A RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF
RIVERBANK RECOMMENDING APPROVAL OF THE REQUEST OF
EDWARD TOUMA FOR TENTATIVE MAP 02-2017 TO SUBDIVIDE 1.1±
ACRES INTO 14 PLANNED DEVELOPMENT SINGLE FAMILY
RESIDENTIAL LOTS INCLUDING LOT A, LOCATED AT
SEVENTH AND SIERRA STREETS APN: 132-015-023**

WHEREAS, an application has been received from Edmund Shamass, with a proposal to subdivide approximately 1.1± acres into thirteen (13) single family lots, excluding Lot A, which allows for a net density of 16+ dwelling units per acre that is consistent with the General Plan Designation of the project site, High Density Residential (HDR); and

WHEREAS, the City Subdivision Ordinance, Section 152.037 states that as a condition of approval of a tentative map, the applicant shall dedicate and develop parkland, pay a fee in-lieu thereof, or both, at the option of the City. In this case the City has chosen both – to review a proposed tot lot and barbeque area and to accept the payment of an in-lieu fee for parkland dedication based on values of land at the time the Final Map is recorded. The obligation for this project is the value of 0.165 acres; and

WHEREAS, public facilities represent the public's investment in the development of the complex, urban infrastructure that is necessary to support the physical operation of the city; and

WHEREAS, the proposed tentative map is consistent with the following General Plan policies discussed in the staff report: LAND-3.3, LAND-3.4, DESIGN-3.6, DESIGN-4.2, DESIGN-4.2, DESIGN 4.3, DESIGN-4.4, DESIGN-4.6, and ED-10.1; and

WHEREAS, Tentative Map 02-2017 (date stamped July 31, 2018) was reviewed by the Riverbank Planning Commission at a regular meeting held on October 16, 2018 in the manner prescribed by law; and

WHEREAS, The Riverbank Planning Commission recommends approval of the requested Tentative Map dated July 2018 prepared by Morris Engineering and Surveying Inc., and modified by adopted Conditions of Approval, and incorporated herein as a part of this Planning Commission Resolution; and

WHEREAS, The Planning Commission of the City of Riverbank hereby finds and adopts the following findings:

- A. The project is consistent with the General Plan with modification by the adopted conditions of approval.
- B. Notice to the general public and adjoining neighbors in the time and in the manner required by State Law and City Code was provided.

- C. The City finds that Pursuant to the California Environmental Quality Act, the proposed project will not have a significant effect on the environment and is categorically exempt under Article 19 Section 15332 (a-e) Class 32, In-Fill Development Projects.
- D. The approval of Tentative Map 02-2017 to divide parcel APN 062-021-008 of 1.1± acres into 13 single family lots, and Lot A will not be detrimental to the health, safety, peace, morals, comfort, and general welfare of persons residing or working in the neighborhood in that the project is similar to, and compatible with, neighboring uses in the area.

Whereas, The request for the Tentative Map is hereby recommended for conditional approval by the Planning Commission of the City of Riverbank, subject to and modified by the following conditions:

1. Applicant shall comply with the City of Riverbank Standard Conditions as contained in Planning Commission Resolution 2013-014 including annexing into Community Facilities District 2016-01, or receive confirmation from the Community Development Director that a specific condition or conditions does not apply to the subject project; and
2. The Applicant shall install improvements to the Sixth to Seventh Street Alley along the project's frontage to the standards and specification of the City of Riverbank. The Applicant is required to submit improvements plan to show said alley improvements; and
3. The units shall be deed restricted as "for sale" single family homes, and shall not be made available for rent by the developer; and
4. The project will need to conform to the City's storm drainage ordinance, Post Construction Standards manual, and low impact development requirements. The Project engineer proposes the storage and percolation of storm water beneath the Project's internal street; and
5. Three (3) sets of landscape and irrigation plans shall be prepared and submitted with fee for review and approval by the City's contract landscape architect. The tot lot shall be fully landscaped and contain playground equipment with shade structure, picnic tables, trash receptacles, and a barbeque area to the satisfaction of the Community Development Director; and
6. A Tree Survey shall be conducted and Tree Protection Plan provided (if required) before a grading permit can be issued; and
7. Applicant shall indicate how the existing 26" diameter Oak tree located near the southwest corner of the site will be protected and not harmed by the proposed CMU Wall; and
8. Applicant shall pay an in-lieu fee for parkland dedication based on values of land at the time the Final Map is recorded. The obligation for this project is the value of 0.165 acres; and
9. Lot A shall be maintained by a private Home Owner's Association (HOA); and
10. All wet utilities are to be cleaned, tested, and videotaped prior to acceptance by the City of Riverbank; and
11. Private street names shall be approved by City Council; and

12. An automatic fire system shall be provided for all Group R occupancies. **CFC 903.2.8**; and
13. Buildings shall be provided with proper address identification in accordance with the California Fire Code as amended by the Stanislaus Consolidated Fire Protection District. **CFC 505.1**; and
14. Approved fire apparatus access roads shall be provided for every facility, building, or portion of a building hereafter constructed or moved into the jurisdiction. All fire apparatus access roads shall meet the design requirements of the California Fire Code. **CFC 503.1.1**; and
15. Dead-end fire apparatus access roads in excess of 150 feet in length shall be provided with an approved area to turn around a fire apparatus in accordance with the California Fire Code. **CFC 503.2.5**; and
16. During construction, Fire apparatus access roads shall be clearly marked with notices or markings that include the words NO PARKING – FIRE LANE. The markings shall be clean and legible at all times. **CFC 503.3**; and
17. An approved water supply capable of supplying the required fire flow for fire protection shall be provided to the site. **CFC 507.1**; and
18. Fire apparatus access roads and a water supply for fire protection shall be installed and made serviceable prior to and during the time of construction. **CFC 501.4**; and
19. All existing and proposed overhead utilities shall be installed underground on Seventh Street and within the subdivision; and
20. All exposed surfaces (e.g. parking areas, staging areas, soil piles, graded areas, and unpaved access roads) shall be watered two (2) times per day; and
21. All haul trucks transporting soil, sand, or other loose material off-site shall be covered; and
22. All visible mud or dirt track-out onto adjacent public roads shall be removed using wet power vacuum street sweepers at least once per day. The use of dry power sweeping is prohibited; and
23. All roadways, driveways, and sidewalks to be paved shall be completed as soon as possible. Building pads shall be laid as soon as possible after grading unless seeding or soil binding are used; and
24. Idling times shall be minimized either by shutting equipment off when not in use or reducing the maximum idling time to five (5) minutes. Clear signage shall be provided for construction workers at all access points; and
25. All construction equipment shall be maintained and properly tuned in accordance with manufacture's specifications. All equipment shall be checked by a certified visible emissions evaluator; and
26. Post a publicly visible sign with the telephone number and person to contact at the Air District regarding dust complaints. The Air District shall respond and take corrective action within 48

hours. The Air District's phone number shall also be visible to ensure compliance with applicable regulations; and

27. If potential human remains are encountered, the construction contractor shall halt work in the vicinity (within 100 feet) of the find and contact the City of Riverbank. The project applicant and/or contractor shall be required to contact the Stanislaus County Coroner in accordance with Public Resources Code Section 5097.98 and Health and Safety Code Section 7050.5. If the coroner determines the remains are Native American, the coroner would contact the Native American Heritage Commission (NAHC). As provided in Public Resources Code Section 5097.98, the NAHC would identify the person or persons believed to be most likely descended from the deceased Native American. The most likely decedent makes recommendations for means of treating or disposing of, with appropriate dignity, the human remains and any associated grave goods as provided in Public Resources Code Section 5097.98. Implementation of Mitigation Measure CUL-1 would reduce the potential impact on human remains to a less than significant level; and
28. Pursuant to the 2005-2025 General Plan Policy SAFE-1.11, the proposed project requires a detailed Geotechnical Study prepared by an independent qualified geologist to be reviewed and approved by the City. The Geotechnical Study shall be submitted with the project Improvement Plans; and
29. Consistent with the requirements of the City of Riverbank Municipal Code, the National Pollutant Discharge Elimination System (NPDES) Construction General Permit, the project applicant shall prepare and implement a Storm Water Pollution Prevention Plan (SWPPP) designed to reduce potential adverse impacts on surface water quality through the project construction period. The SWPPP shall be designed to address the following objectives:
 - a. All pollutants and their sources, including sources of sediment associated with construction, construction site erosion, and all other activities associated with construction activity, are controlled using source control and treatment control best management practices (BMPs).
 - b. Where not otherwise permitted by the Regional Water Quality Control Board, all non-stormwater discharges are identified and eliminated.
 - c. BMPs are effective and result in the reduction or elimination of pollutants in stormwater discharges and authorized non-stormwater discharges from construction activity in accordance with the Construction General Permit; and
30. The project applicant shall fully comply with the City of Riverbank Municipal Code and all Regional Water Quality Control Board stormwater permit requirements, including Provision C.3 of the Municipal Regional Permit (MRP). This will require preparation and implementation of a complete Stormwater Control Plan (SCP) for the project, which shall be submitted to the City Engineer for review and approval prior to any construction activity. The SCP shall act as the overall program document designed to provide measures to mitigate potential water quality impacts associated with the operation of the proposed project and shall be designed to comply with both MRP and City of Riverbank requirements. At a minimum, the SCP for the project shall include the following:
 - a. An inventory and accounting of existing and proposed impervious areas.
 - b. Low Impact Development (LID) design details incorporated into the project. Specific LID design details may include but are not limited to rain gardens, bio retention areas, pervious pavements, harvesting and reuse of stormwater, dispersal of runoff to landscaped areas,

and/or routing of runoff swales and other small-scale facilities distributed throughout the site.

- c. Measures to address potential stormwater contaminants. These may include measures to address potential sources of stormwater pollutants at the project site, covering trash collection and parking areas.
- d. A Draft Stormwater Facility Operation and Maintenance Plan for the project site, which shall include periodic inspection and maintenance of the storm drainage system. Persons responsible for performing and funding the requirements of this plan shall be identified. This plan shall be finalized prior to the issuance of any building permits for the project; and

31. Construction equipment shall be well maintained to be as quiet as possible. The following measures, when applicable, shall be implemented to reduce noise from construction activities:

- a. All internal combustion engine-driven equipment shall be equipped with mufflers that are in good condition and appropriate for the equipment.
- b. "Quiet" models of air compressors and other stationary noise sources shall be used, where technology exists.
- c. Stationary noise-generating equipment shall be located as far as feasible from sensitive receptors (dwelling and Riverbank High School).
- d. Unnecessary idling of internal combustion engines shall be prohibited.
- e. Staging areas and construction material storage areas shall be located as far away as possible from adjacent sensitive land uses (dwellings and Riverbank High School).
- f. Construction-related traffic shall be routed along major roadways (Claus Road and Patterson Road) and as far as feasible from sensitive receptors.
- g. Residences or noise-sensitive land uses adjacent to construction sites shall be notified of the construction schedule in writing. The construction contractor shall designate a "construction liaison" that would be responsible for responding to any local complaints about construction noise. The liaison shall determine the cause of the noise complaints (e.g., starting too early, bad muffler, etc.) and shall institute reasonable measures to correct the problem. The construction contractor shall conspicuously post a telephone number for the liaison at the construction site.
- h. The construction contractor shall hold a pre-construction meeting with the job inspectors and the general contractor/on-site project manager to confirm that noise mitigation and practices (including construction hours, construction schedule, and construction liaison) are completed; and

32. The approval of this map TM 02-2017 will invalidate the prior approval of the underlying Tentative Map approved in 2006 known as TM 01-2006.

NOW THEREFORE, BE IT RESOLVED by the City of Riverbank Planning Commission recommends for approval Tentative Map No. 02-2017 (Exhibit A), subject to these Conditions of Approval established by Resolution No. 2018-007 and to be recorded as modified.

PASSED AND ADOPTED by the Planning Commission of the City of Riverbank at a regular meeting held on the 16th of October 2018, by the following vote 5-0:

AYES: Commissioners: Ball, Hughes, Stewart, Fenrich and Link

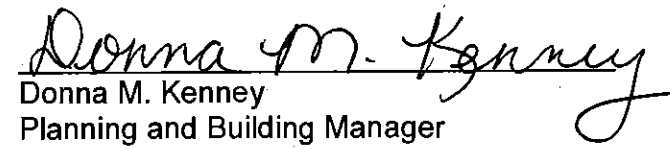
NOES: None

ABSENT: Commissioner Chair: Dinan

ABSTAIN: None

Attest:

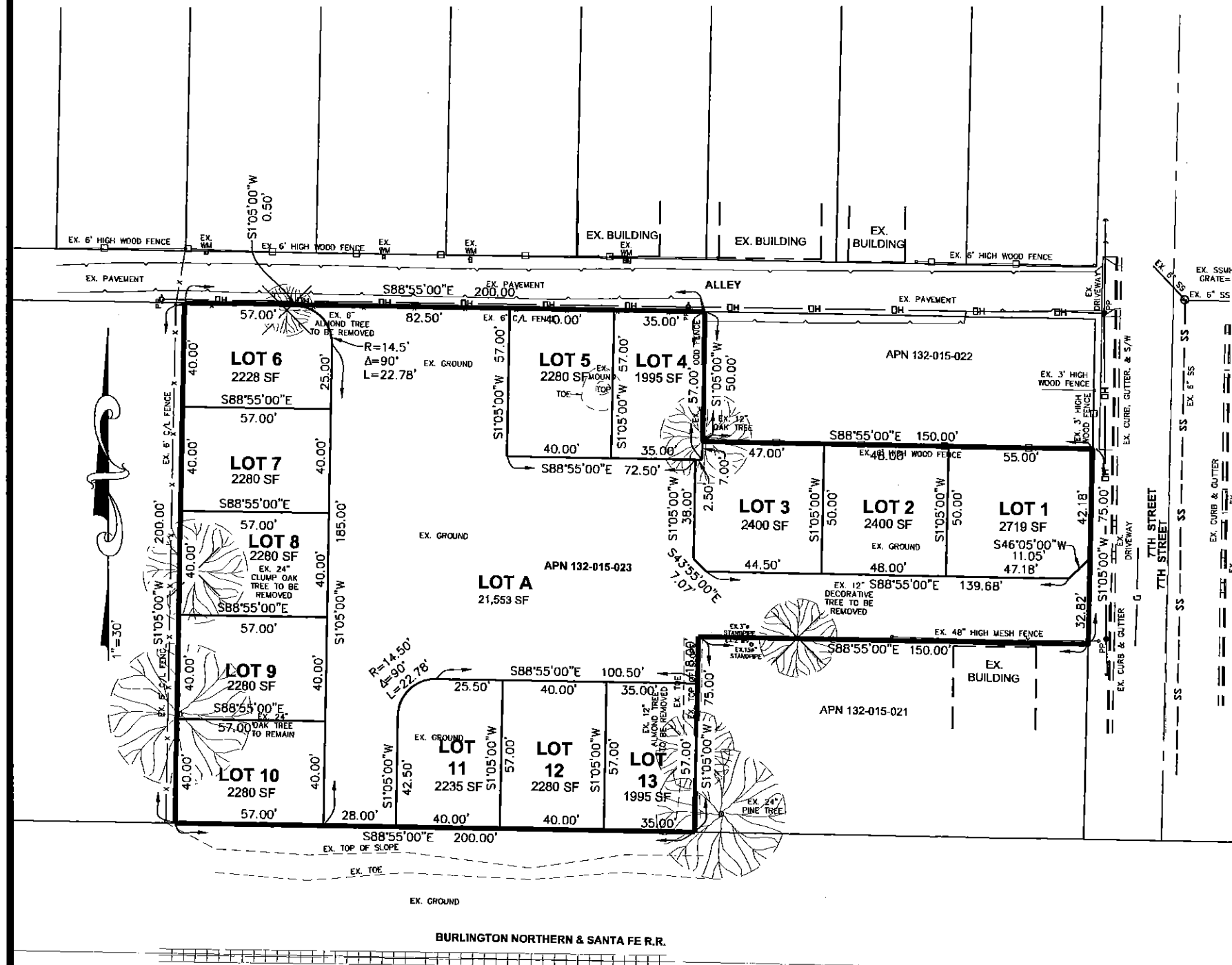
Approved:


Donna M. Kenney
Planning and Building Manager


Robert Ball, Vice Chairperson
Planning Commission

Exhibits: A – Tentative Map 02-2017 date stamped July 31, 2018

- NOTE:**
- 1) TREES TO BE REMOVED, AS NOTED.
 - 2) NO STRUCTURES TO BE REMOVED.
 - 3) SOIL TYPE: M&A MADERA SANDY LOAM
0-2% SLOPES
HYDROLOGIC SOIL GROUP: D
 - 4) DEPTH TO GROUNDWATER: 71 FEET



VICINITY

NOT TO SCALE

A.P.N. 132-015-023
CONTACT: EDMOND SHAMASS
615 13TH STREET
MODESTO, CA 95354
(209) 345-8316
eshamass@gmail.com

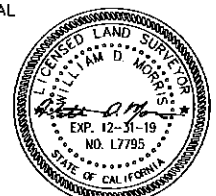
OWNER/
APPLICANT: EDMOND SHAMASS
615 13TH STREET
MODESTO, CA 95354

SITE ADDRESS: 7TH STREET (x SIERRA STREET)
RIVERBANK, CA 95367

ZONING: R-2 DUPLEX RESIDENTIAL
GENERAL PLAN: HDR HIGHER DENSITY RESIDENTIAL

TOTAL AREA: 1.17 AC.
WATER: CITY OF RIVERBANK
SANITARY SEWER: CITY OF RIVERBANK

PREPARED BY: MORRIS ENGINEERING & SURVEYING, INC.
334 S. YOSEMITE AVENUE, SUITE D
OAKDALE, CA 95361
(209) 845-9175



TENTATIVE SUBDIVISION MAP

BEING ALL OF LOT 2 AND A PORTION
OF LOT 3 AS SHOWN ON THE EASTERN
ADDITION TO THE TOWN OF RIVERBANK
FILED IN BOOK 7 OF MAPS AT PAGE 30,
STANISLAUS COUNTY RECORDS, SITUATE IN
THE NORTHEAST QUARTER OF SECTION 25,
T.2S., R.9E., M.D.M., CITY OF RIVERBANK,
STANISLAUS COUNTY, CALIFORNIA
SCALE: 1"=30' JULY 2018

MORRIS
ENGINEERING & SURVEYING, INC.

334 S. YOSEMITE AVENUE, SUITE D
OAKDALE, CA 95361
(209) 845-9175 x (209) 845-9177 (FAX)

SHEET 1 OF 1

October 15, 2018
City of Riverbank
6707 Third Street
Riverbank, CA 95367-2396
Donna Kenney, Building & planning manager. dkenney@riverbank.org

Donna Kenney, Planning Commission for City of Riverbank, and to whom it may concern,

This letter is being written regarding concerns over the Planned Development Rezone 01-2017, Architectural & Site Plan Review 02-2017, and Tentative Subdivision Map 01-2017 (Dept. File # 17-0015) – Edmund Shamass, applicant; Edward Touma, owner – Riverbank Commons at 7th and Sierra Streets, APN: 132-015-023.

My name is Kathy D. Hedman daughter of Barbara G. Trager homeowner at 6419 7th Street Riverbank, CA 95367. The home at 6419 7th Street has been in our family for over 70 years. I am writing on behalf of my mother as she does not have a computer or access to email and she does not think she will be able to attend the hearings due to her poor health. My mother wants her concerns made known and addressed. Listed below are our concerns.

Our main concerns regarding the above mentioned rezone & development project are the **impact it will have on the privacy, safety , and wellbeing of my mother Barbara Trager who is in poor health. The homes on lots 1 & 2 are two stories and will overlook into my mother's home.** In addition we are also concerned about the **increase in noise and additional traffic** the development will bring to 7th Street.

We are requesting the project not be approved due to the impact it will have on my mother's wellbeing. If the project is approved; we want the developer to be **required to place a masonry wall around the entire project at my mother's property line at the developer's expense between the development and 6419 7th Street so that there is absolutely no access from the development onto my mother's property. We would like the masonry wall to be placed at the beginning of the development stages to eliminate the hazard of possible fire damage to my mother's home as has occurred in the past. We request the development to be required to be completed in a timely manner due to the noise and stress the construction will create.** We are very concerned over the proposed road leading into the development being parallel to my mother's home as her guest bedroom, kitchen, & bathroom windows are on that side of the home. **The road will create noise, headlight beams, eliminate her privacy, and could potentially be a danger if a car went through a fence if it were not a masonry wall.** We also want to ensure that my mother will have no responsibility to maintain any masonry walls or fences that are built. We have concerns regarding the fence or wall placed at the back of the property line being tall enough due to the fact that my mother's property is higher than the land on the proposed project. We request the developer be required to bring the height of the property up to meet the height of the property at 6419 7th Street or build a taller wall to ensure privacy.

We are also concerned about the increase in traffic on 7th Street and where overflow parking for residents and their guests will be located. There are already cars parked along 7th Street and an increase in traffic will add to the existing problem. Presently neighbors & their guests park in front of 6419 7th Street; at times they leave cars parked for a couple of days and Barbara Trager has no place for her guests to park. This project if approved will eliminate several parking spaces along 7th Street. **Please consider how this project would affect you if you or your mother lived next door to this proposed project. The noise, traffic, & headlight beams coming into the bedroom, kitchen, & bathroom windows will eliminate my mother's privacy. Please reconsider your approval of this project!** If this project is approved we request the developer be required to complete the project in a timely manner by a due date so construction does not linger and cause my mother Barbara Trager further undue stress. We are strongly opposed to the construction of the development.

Respectfully,

Kathy Hedman & Barbara Trager

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 4.2

SECTION 4: UNFINISHED BUSINESS

Meeting Date: January 22, 2019

Subject: Second Reading by Title Only and Adoption of Proposed **Ordinance No. 2019-002** Amending Chapter 96: Trees of Title IX: General Regulations by Adding a New Section §96.20: Dangerous Trees, Mistletoe a Nuisance, to the Riverbank Code of Ordinances

From: Sean Scully, City Manager

Submitted by: Donna M. Kenney, Planning and Building Manager

RECOMMENDATION

It is recommended that the City Council conduct the second reading by title only of proposed Ordinance No. 2019-002 and consider its adoption by roll call vote.

INTRODUCTION

A Public Hearing was conducted at the regular City Council meeting on January 8, 2019, to receive public opinions or evidence for or against the proposed Ordinance. The City Council approved the first reading and introduction of the proposed ordinance (now titled Ordinance No. 2019-002) which moved said Ordinance to the January 22, 2019, regular City Council meeting for its second reading by title only and consideration for adoption.

BACKGROUND

Existing Chapter 96: Trees was updated and adopted in April 11, 2017. This ordinance regulates the planting and removal of trees within the City, both existing and in new subdivisions/projects. Information pertaining to dangerous trees including mistletoe was mistakenly removed during the update. The City must have a Code section on dangerous trees and mistletoe removal in order to abate them.

ANALYSIS

The purpose of the draft Ordinance (Attachment 1) is to regulate “Street Trees” within the City. Street Trees means all trees planted or growing within public rights-of-way, public easements, streets, parking strips, roads and ways within the City. The ordinance also would regulate mistletoe on trees within private property. The locations herein referred to shall be known as “street tree areas.”

Language to be added is underlined below and redlined in Attachment 2:

96.20 Dangerous Trees, Mistletoe a Nuisance

A. Any tree or shrub growing in a street tree area or public place which is endangering or which in any way may endanger the security or usefulness of any public street, sidewalk or other public place or the full and safe operation of public utility wires, is hereby declared to be nuisance, and the City Manager may cause the same to be trimmed or removed. In the case of any such trees or shrubs in the private property portion of the street tree area, the City Manager shall notify the owner, or his duly authorized agent, in writing that such tree or shrub is a nuisance and should be trimmed or removed. Failure of the property owner or his duly authorized agent to remove or trim such tree or shrub within 30 days after receipt of the notice by the Manager shall be a violation of this chapter, and the Manager, may then remove or trim the tree or shrub and assess the cost against the property owner.

B. Mistletoe growing in any tree in the City is hereby declared to be a nuisance. The Manager may cause mistletoe growing in any tree in the street tree areas to be removed. In the case of mistletoe growing on trees on private property portion of the street tree area, the Manager, or their duly authorized representative, shall notify the owner, or their duly authorized agent, in writing that such mistletoe is a nuisance and should be removed. Failure of the property owner to remove or to have such mistletoe removed within 35 days from the date of the notice shall be in violation of this chapter and the City Manager may then remove, or cause to be removed such mistletoe and the cost of removal shall be assessed against the property owner.

In summary, the proposed Ordinance replaces language to Chapter 96: Trees that had been mistakenly removed. It also specifies when the dangerous trees can be removed without a permit. This includes requirements of either the City or Private Property Owner to remove dangerous trees or trees which contain mistletoe, considered a nuisance.

ENVIRONMENTAL DETERMINATION

The amendment to the City of Riverbank Municipal Code is exempt from environmental review because it is not a project within the meaning of Section 15378 of the State CEQA Guidelines.

STRATEGIC PLAN

The City of Riverbank Strategic Planning Session is a plan and set of goals that Riverbank will work towards for the next three (3) years. The approval of an amendment to regulate skate ramps is not a stated strategic goal but is consistent with the General Plan goal to “To be recognized as a premier community where individuals, families and businesses thrive in a safe and beautiful environment.”

FINANCIAL IMPACT

The total financial impact is difficult to quantify but the City of Riverbank spends funds regularly to abate mistletoe which

PUBLIC NOTICE

The public hearing notice was published in the Riverbank News on December 26, 2018. It was also posted at City Hall North, South, the post office, Community Center, and sent to the library on December 20, 2018.

ATTACHMENTS

1. Proposed City Council Ordinance No. 2019-002

CITY OF RIVERBANK

ORDINANCE NO. 2019-002

**AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RIVERBANK, CALIFORNIA,
AMENDING CHAPTER 96: TREES OF TITLE IX: GENERAL REGULATIONS BY ADDING A
NEW SECTION 96.20: DANGEROUS TREES, MISTLETOE A NUISANCE, TO THE CITY OF
RIVERBANK CODE OF ORDINANCES**

WHEREAS, The City of Riverbank has an adopted Street Tree List to permit specific trees within the City; and

WHEREAS, the proposed Ordinance amendment adds language to Chapter 96 to add regulations and clarify requirements related to the removal of dangerous trees within the City; and

WHEREAS, the City Council reviewed and considered, pursuant to the California Environmental Quality Act (CEQA), the proposed ordinance amendment is exempt from CEQA pursuant to CEQA Guidelines Section 15061, under the General Rule that CEQA applies only to projects, which have the potential for causing significant effect on the environment.

NOW, THEREFORE THE CITY OF RIVERBANK CITY COUNCIL DOES ORDAIN AS FOLLOWS:

SECTION 1: Amending Chapter 96: Trees of Title IX: General Regulations of the Riverbank Municipal Code by adding Section 96.20, which shall read as follows:

CHAPTER 96: TREES

Sections:

- 96.01 Title.
- 96.02 Definitions.
- 96.03 Street tree plan.
- 96.04 Plan administration.
- 96.05 Authority of City Manager.
- 96.06 Planting generally.
- 96.07 Permits required.
- 96.08 Abusing or mutilating trees prohibited.
- 96.09 Open ground maintenance.
- 96.10 Interference prohibited.
- 96.11 Building construction necessitating altering or removing tree; permit and deposit required.

- 96.12 Private tree maintenance; failure a nuisance; notice.
- 96.13 Planting in new subdivisions; plan and deposit submission.
- 96.14 Emergency situations; public utilities may trim without permit.
- 96.15 Changing the variety of approved trees; procedure.
- 96.16 Liability of property owner.
- 96.17 Responsibility of property owner or occupant.
- 96.18 Appeal for decision.
- 96.19 Penalty for violations; civil action.
- 96.20 [Dangerous Trees, Mistletoe a Nuisance](#)

Cross Reference:

Oak and landmark tree preservation, see Ch. 156

[...]

§ 96.20 DANGEROUS TREES, MISTLETOE A NUISANCE

(A) Any tree or shrub growing in a street tree area or public place which is endangering or which in any way may endanger the security or usefulness of any public street, sidewalk or other public place or the full and safe operation of public utility wires, is hereby declared to be a nuisance, and the City Manager may cause the same to be trimmed or removed. In the case of any such trees or shrubs in the private property portion of the street tree area, the City Manager shall notify the owner, or the duly authorized agent, in writing that such tree or shrub is a nuisance and should be trimmed or removed. Failure of the property owner or his duly authorized agent to remove or trim such tree or shrub within 30 days after receipt of the notice by the Manager shall be a violation of this chapter, and the Manager, may then remove or trim the tree or shrub and assess the cost against the property owner.

(B) Mistletoe growing in any tree in the City is hereby declared to be a nuisance. The Manager may cause mistletoe growing in any tree in the street tree areas to be removed. In the case of mistletoe growing on trees on private property portion of the street tree area, the Manager, or their duly authorized representative, shall notify the owner, or their duly authorized agent, in writing that such mistletoe is a nuisance and should be removed. Failure of the property owner to remove or to have such mistletoe removed, within 35 days from the date of the notice shall be in violation of this chapter and the City Manager may then remove, or cause to be removed such mistletoe and the cost of removal shall be assessed against the property owner.

SECTION 2: This Ordinance shall become effective thirty (30) days from and after its final passage (02/22/2019), provided it is published pursuant to GC § 36933 in a newspaper of general circulation within fifteen (15) days after its adoption.

The foregoing ordinance was given its first reading and introduced by title only at a regular meeting of the City Council of the City of Riverbank on January 8, 2019. Said ordinance was given a second reading by title only and adopted.

PASSED, APPROVED, AND ADOPTED by the City Council of the City of Riverbank at a regular meeting on the 22nd day of January, 2019; motioned by Councilmember _____, seconded by Councilmember _____, and moved said ordinance by a City Council roll call vote of ____:

AYES:

NAYS:

ABSENT:

ABSTAINED:

ATTEST

APPROVED

Annabelle H. Aguilar, CMC
City Clerk

Richard D. O'Brien
Mayor

APPROVED AS TO FORM:

Tom P. Hallinan, City Attorney

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 6.1

SECTION 6: NEW BUSINESS

Meeting Date:	January 22, 2019
Subject:	Mobile Food Vendor Pilot Program
From:	Sean Scully, City Manager
Submitted by:	Donna M. Kenney, Planning and Building Manager

RECOMMENDATION

Staff recommends that the City Council reviews the materials, take public comment, and then provide staff with direction to commence the pilot project for six (6) months.

SUMMARY

As mobile food vendors (“vendors”) become more prevalent in the region, the perception is that they can negatively impact brick and mortar restaurants, cafes, and coffee shops which pay more overhead. There are areas in Riverbank that lack these businesses, where residents and employees must drive some distance from their homes and jobs to purchase a coffee, their lunch, or dinner. Current Riverbank code allows mobile food vendors, like lunch wagons and push carts, to operate under a permit but to refrain from stopping or parking more than ten (10) minutes in any one location for a bona fide sale. Larger cities, which have experimented with alternative permitting such as stationary locations, monthly or special events, and permanent group locations, have experienced success in attracting diners to the mobile food vendors as well as bringing in dollars to the surrounding businesses.

BACKGROUND

The Planning Commission and public requested a review of the current Riverbank Municipal Code Regulations pertaining to mobile food vendors to discuss various options and to provide staff with direction.

Paraphrased, Riverbank Municipal Code §71.12 currently states that:

- (A) No vehicle selling goods at parks or upon city streets may stop longer than 10 minutes to make a sale.
- (B) No vehicle selling goods at parks or upon city streets may do so without a permit that designates specific locations.
- (C) Does not apply to food trucks.

- (D) Does not apply to food trucks.
- (E) If a vendor violates their permit by operating outside of their specified locations, they could be convicted by a court, their permit revoked by the Council, and no permit reissued for six months after the conviction.

On June 19, 2018, City Staff presented a mobile food vendor workshop to the Planning Commission in order to provide staff with direction. Pursuant to this workshop, staff is suggesting a six (6) month pilot program, or trial period that would apply to temporary parking locations along the perimeter of parks and permanent parking spaces on commercial and industrial zoned properties throughout the City. The program would also be applicable to all the commercial areas of the Downtown Specific Plan Area.

If approved, there are two parts to the program: Temporary Use Permits (“TUP”) for city park perimeter parking locations and Administrative Use Permits (“AUP”) for private property parking locations.

PROPOSAL

As stated above, at their meeting of June 19, 2018 the Planning Commission conducted a public workshop to provide direction to City Staff to develop regulations pertaining to mobile food vendors throughout the City. Based upon the direction that the Planning Commission provided, staff has prepared the guidelines below for a proposed six (6) month pilot program, or trial period, before amending the Municipal Code.

Temporary Use Permit (“TUP”): For park perimeter locations, and public or private events per the Director of Parks and Recreation. Only food may be sold. May be issued as a one (1) day permit or up to one hundred eighty (180) days for this trial period. Days do not have to be sequential. For example, a vendor could apply to attend four weekly farmers markets in one month.

Administrative Use Permit (“AUP”): On private property in commercial and industrial zoning designations only throughout the City, including the Downtown Specific Plan Area (DTSP) commercial properties. Only food may be sold. Only permitted in locations where the mobile food vendor will supplement an existing non-restaurant business. Stand-alone vendors on a property that does not have a primary business will not be considered or allowed. Having an AUP does not exclude the vendor from also applying for a TUP. For example, a vendor with an AUP in an industrial zone could apply for a TUP to also participate in an evening farmer’s market downtown.

Transferability: Multiple AUPs can be issued on a single property to allow multiple mobile food vendors; however, AUPs cannot be transferred to a new location and an AUP issued to a vendor cannot be transferred to another vendor.

Aesthetics: Mobile food vendors with TUPs are permitted to operate; however, are not allowed to have tables, chairs, and shade structures for people to congregate or consume purchased food. Vendors with AUPs must have all proposed structures reviewed and approved by the Planning and Building Manager. Structures must be well

maintained, remain in their approved locations, and not impact pedestrian and traffic flows.

Hours of Operation: Park perimeter mobile food vendors with TUPs may operate from 11am - dusk. The Director of Parks and Recreation may extend these hours for events. Vendors with AUPs – the same as the business which they supplement; however, no vendor shall operate between the hours of 11pm – 7am.

Restroom Facilities: TUP vendors shall locate as near to park restroom facilities as possible and limit their hours of operation to three hours if there are no restrooms available. If park restrooms close due to inclement weather, the TUP vendor must limit operations for that day to three hours. AUP vendors shall have the written approval of the primary business owner to utilize restroom facilities for employees and customers. Restroom facilities shall be within 200-feet of a vendor. The vendor may not operate during the hours and days the primary business is closed.

Permission to Apply: A TUP application requires written approval by the Director of Parks and Recreation or designee. An AUP application requires the property owner's written approval by letter.

Waste Collection: The TUP mobile food vendor shall provide a trash can and leave the bagged refuse in a predetermined location daily for park staff. If littering is allowed to occur, the TUP maybe revoked by the Director of Parks and Recreation. The AUP vendor shall provide trash cans and have written approval from the property owner that the vendor can dispose of refuse daily in bins/dumpsters on the property from which they vend. If littering is allowed to occur on a regular basis during the term of this pilot program, the AUP may be revoked by the property owner or Planning and Building Manager.

Licensing: Mobile food vendor vehicles shall be inspected and currently licensed by Stanislaus County Department of Environmental Health. Proof of commissary is required. The vehicle shall also be a licensed vehicle in the State of California and hold necessary insurance certificates.

Business License: All mobile food vendors shall have a City of Riverbank Business License.

Permit Display: All mobile food vendors shall have their permits and licenses prominently displayed in their vehicle while operating at their approved location within the City of Riverbank.

Additional Information

Mobile food vendors with TUPs will not be allowed to locate along the perimeter of the Sports Complex, Castleburg Park, Rotary Park, or Jacob Meyers Park. They will not be allowed to operate within parks unless approved by the Director of Parks and Recreation for public or private events. Vendors are limited to one at a time per park for

the duration of the pilot program. The vendor will propose a location near a park and, once approved for a permit by the Community Development Director and Director of Parks and Recreation, would be limited to that park location only. Locations are first come, first served. If there are no public restrooms within the park, the vendor will be restricted to a three hour block of operation. A second approved vendor may follow in that location with the same restrictions. One trash can is required in a location that does not obstruct vehicle or pedestrian traffic flows. No tables, benches, flags, outdoor music/speakers are allowed under a TUP.

The trial regulations will allow AUP vendors to be located on private property in commercial and industrial areas to supplement an existing business that is not a restaurant, café or similar food use. They are prohibited from residentially zoned parcels. They cannot locate on vacant property because they must have access to restroom and trash/ recycling facilities. They cannot vend anything that is not a food.

General Plan

Goals of the General Plan that are relevant to this workshop are as follows:

- *Policy LAND – 4.3: The City will encourage and assist small, locally-owned businesses that wish to locate, expand, or simply continue to do business in Riverbank through flexible development standards, public investment, property assemblage, incentives, streamlined entitlement processes, public-private partnerships, and other means. The Mobile Food Vendors Pilot Program is a streamlined process with flexible standards that encourages small businesses to locate in Riverbank in hopes they will thrive and expand into cafes and restaurants in permanent structures.*
- *Policy ED-2.5: The City of Riverbank will take a targeted approach to business attraction that focuses on industry sectors that help the City address the following priorities:*
 - o Attract businesses that tie into regional growth opportunities
 - o Attract businesses that address local-serving and regional retail market opportunities.
 - o Attract uses that contribute towards a vibrant and revitalized downtown district. *The City would like AUP vendors to locate on DTSP commercial properties to bring people downtown and encourage revitalization efforts.*
- *Policy ED-8.1: The City will continue to promote downtown Riverbank as a vibrant and pedestrian-oriented center for local-serving business activity, and future office activity. The Pilot Program will bring people to underutilized business properties in the commercial areas and encourage employees to walk to a lunch site.*
- *Policy ED-8.5: Downtown revitalization will include exploring new options for entertainment and visitor-serving uses. The Pilot Program is one new option for*

the City to entice visitors as well as commercial employees into the downtown area for meals.

- *Policy ED-8.7: The City will continue to support visitor attracting activities, such as the annual Cheese and Wine Exposition, and seek out similar activities that raise the visibility of downtown. The Pilot Program will allow mobile food vendors to operate in commercial areas and attract diners while raising its visibility.*

ENVIRONMENTAL REVIEW

The pilot program is exempt from environmental review pursuant to Section 15311, Class 11(C) (Accessory Structures) of the CEQA Guidelines. Placement of seasonal or temporary use items such as lifeguard towers, mobile food units, portable restrooms, or similar items in generally the same locations from time to time in publicly owned parks, stadiums, or other facilities designed for public use.

FINANCIAL IMPACT

The financial impact is unknown at this time.

STRATEGIC GOALS

The City of Riverbank Strategic Planning Session is a plan and set of goals that Riverbank will work towards for the next three years. The presentation to the City Council of a Mobile Food Vendor Pilot Program is not a specific objective but is consistent with the City's Vision "To be recognized as a premier community where individuals, families and businesses thrive in a safe and beautiful environment."

ATTACHMENTS

None.

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 6.2

SECTION 6: NEW BUSINESS

Meeting Date:	January 22, 2019
Subject:	Consideration of a Public Art Pilot Program
Submitted by:	Sean Scully, City Manager

RECOMMENDATION

It is recommended that the City Council consider approving a Public Art Pilot Program with a specific focus of encouraging student participation in public art projects of City owned equipment boxes within public spaces. Council may also provide direction on establishing an ad hoc committee to review applications and a small stipend amount for those applications that are approved.

SUMMARY

The City of Riverbank has a number of excellent public art installations throughout the community. Examples include monuments/statues within the Crossroads area, murals in the downtown and east side areas, and artistic design of public park space. More recently, a number of communities in California have begun expanding artistic design to enhance pieces of equipment/infrastructure that are traditionally non-aesthetically pleasing. One such example are utility/equipment boxes that house infrastructure control equipment. In some cases this could be equipment controlling the signals of intersections, in other cases it could be boxes that house backflow devices in public park areas. In both circumstances an opportunity exists for public art on the exterior of these boxes that would otherwise remain in fairly monotone color. Modesto has recently instituted a program which was headed by the downtown business district which hired artists to paint designs on downtown signal boxes.

Councilmember Fosi and City staff did some research with regard to different possible models for a similar program in Riverbank. The City made contact with Riverbank Unified School District about a possible pilot program that would give art students at Riverbank High School the opportunity to get involved. If approved, the program offering could be extended to other schools serving the City of Riverbank. After a number of meetings the school district agreed to provide the opportunity for students to get involved (if they so choose) through an application process. Students would be able to apply to the City with a basic artistic design and proposed infrastructure box location. If approved the City would pay for the materials needed to complete the project. Initially, the pilot program would focus on backflow device boxes within the park areas (picture of one such box is attached), and if successful the program could expand to other City-owned infrastructure boxes throughout town.

If Council is interested in approving the pilot program, staff would recommend that Council provide direction on an ad hoc committee of two Councilmembers and a City staff member to review the applications for approval. In addition, Council may also want to consider setting a small stipend amount for those students chosen to move forward and complete a project.

If the program proves to be a success, staff will report back to Council for consideration of a more permanent program based on interest and available locations for public art. Attached is a rough draft of application materials and also examples of similar types of projects which have been completed elsewhere.

FINANCIAL IMPACT

Minor financial impact is expected. Staff would recommend an appropriation from the General Fund of \$2,500 which would cover needed materials and a possible stipend allowance per student who is approved for a public art project. The City Attorney's office will draft appropriate legal language for the application.

STRATEGIC PLAN

One of the key components of the Strategic Plan has been maintain and improve City's infrastructure delivery systems. While not a specific task under that strategic objective, this program would contribute to the overall improvement of infrastructure delivery in Riverbank.

ATTACHMENTS

1. Draft Art Contest Flyer
2. (2) Sample photos of backflow box for art project

Are you an Artist?

Do you want to beautify your City?

The City of Riverbank is sponsoring artists to paint various utility boxes throughout the City. We will be accepting applications from students from XXX to XXXX. Applications are available at the City of Riverbank, City Manager's Office located at XXX or the front office at Riverbank High School.

Applications should include the following:

- Application Form
- Sample of Planned Design
- Cost and list of supplies need to complete design

All Applications must be received by XX/XX/XXXX.







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RIVERBANK CITY COUNCIL AGENDA ITEM NO. 6.3

SECTION 6: NEW BUSINESS

Meeting Date: January 22, 2019

Subject: Adjustments to the 2019 Regular City Council Meeting Schedule

Submitted by: Sean Scully, City Manager

RECOMMENDATION

It is recommended that the City Council:

- 1) Cancel the meetings of July 9, August 13, November **26**, and December **24**, for a modified summer schedule and to minimize conflicts with Holiday activities.

SUMMARY

Summer 2019

It is not uncommon for agencies to set up a schedule that includes adjustments for summer vacations. The City has in the past, adopted a modified summer schedule which allowed staff, as well as the members of the City Council, to more effectively coordinate their vacation plans and minimize scheduling conflicts. In consideration of the number of projects moving forward, it is proposed that the City once again hold only one meeting in July and August rather than cancel both meetings in one of the summer months. This is consistent with the meeting schedule from 2018. The Memorial Day and Labor Day Holidays do not fall on City Council meetings in 2019, so no changes to the May and September City Council meeting schedule are proposed. However if Council would like to consider alternate or additional Council meeting closures to accommodate summer plans it is within Council's authority to do so. In previous years Council has elected to cancel both a meeting in July and a meeting in August. The proposed cancellation dates should Council elect to continue this practice would be **July 9th and August 13th**.

Fall/Winter 2019

It is also recommended that Council cancel the **November 26th and December 24th** meetings. The November 26th date is right in the middle of frequent Council, Staff, and Community holiday travel schedules. Obviously the December 24th date falls on Christmas Eve and therefore is recommended for cancellation. As always, in the event that issues arise that need to be attended to between regularly scheduled meetings, a special meeting can be held.

FINANCIAL IMPACT

No direct fiscal impact.

REVISED

STRATEGIC PLAN

Since the City Council meetings play an integral role in the delivery of the strategic plan, establishing a clear Council meeting schedule relates directly to most aspects of the strategic plan.