



CITY OF RIVERBANK
**REGULAR CITY COUNCIL AND THE
 LOCAL REDEVELOPMENT AUTHORITY MEETINGS**
 (The City Council also serves as the LRA Board)
 City Hall North • Council Chambers
 6707 Third Street • Suite B • Riverbank • CA • 95367

AGENDA
TUESDAY, APRIL 12, 2016 – 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 Jeanine Tucker
 Council/Authority Member Darlene Barber-Martinez
 Council/Authority Member Cal Campbell
 Council/Authority Member Leanne Jones Cruz
- AGENDA CHANGES:** 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.

1. PRESENTATIONS

- Item 1.1:** Proclamation of National Library Week.
- Item 1.2:** Proclamation of Autism Awareness Month.
- Item 1.3:** Stanislaus Consolidated Fire Protection District Update.
- Item 1.4:** Update on the “Focus on Prevention” Initiative.
- Item 1.5:** Stanislaus Alliance SBDC 2016 Presentation.
- Item 1.6:** Strategic Plan Update.

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 otherwise requested by an individual Council/Authority Member for special consideration. Otherwise, the recommendation of staff will be accepted and acted upon by roll call vote.

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

Item 3.B: Approval of the March 22, 2016, City Council and Local Redevelopment Authority Minutes.

Item 3.B-1: Approval of the April 5, 2016, Special City Council Minutes.

LRA Item 3.C: Environmental Services Cooperative Agreement with the US Army that will Remediate and/or Remove Contamination to Real Property at the (former) Riverbank Army Ammunition Plant.

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

4. UNFINISHED BUSINESS There are no items to consider.

5. PUBLIC HEARINGS

The Public Hearing Notice for the following public hearing item 5.1 was published in the local newspaper of general circulation on March 30, 2016.

Item 5.1: **Proposed Ordinance No. 2016-003 of the City Council of the City of Riverbank, California, Amending the Riverbank Municipal Code by Repealing in its Entirety Section 153.217: Variance and Section 153.218: Appeals of Chapter 153: Zoning of Title XV: Land Usage, and Substitute it with New Sections 153.217 and 153.218** – It is recommended that the City Council conduct the public hearing for the first reading and introduction by title only of the proposed ordinance to consider its approval as presented, which will initiate the scheduling of the ordinance for its second reading by title only on April 26, 2016, to consider its adoption. The proposed ordinance is also recommended by adopted Planning Commission Resolution No. 2016-003.

6. NEW BUSINESS

- Item 6.1:** **A Resolution of the City Council of the City of Riverbank, California, to Adopt Local Goals and Policies for Community Facilities Districts** – It is recommended that the City Council adopt a Resolution outlining the City of Riverbank’s Local Goals and Policies for Community Facilities Districts. The recommended action will allow Council to establish local goals and policies concerning the formation and use of the Mello-Roos Community Facilities Act of 1982 (the “Act”) prior to the initiation of proceedings to establish new community facilities district (“CFD”) under the Act.
- Item 6.2:** **A Resolution of the City Council of the City of Riverbank, California, Declaring Its Intention to Establish City of Riverbank Community Facilities District No. 2016-1 (Public Services) and to Authorize the Levy of a Special Tax Therein to Finance Certain City Services** – It is recommended that the City Council adopt a Resolution declaring its intention to establish a City of Riverbank Community Facilities District 2016-1 (Public Services) and to authorize the levy of a special tax therein to finance certain City services. The recommended action will declare the City Council’s intent to create a Community Facilities District (CFD) pursuant to the terms and provisions of the “Mello-Roos Community Facilities Act of 1982”, being Chapter 2.5, Part 1, Division 2, Title 5 of the Government Code of the State of California (the “Act”), as amended, for the purpose of financing police services, street maintenance, parks, storm drainage, and landscaping.
- Item 6.3:** **Presentation by Neal Colwell of KSN Engineering Regarding Potential Production and Use of Recycled Water** – It is recommended that the City Council receive a presentation by Neal Colwell from KSN Engineering regarding the potential production and use of recycled water at the City’s Wastewater Treatment Plant.
- Item 6.4:** **Presentation Regarding Options for Becoming a Business- Friendly Community** - It is recommended that Riverbank City Council receive a presentation regarding ways in which the City is promoting a business-friendly environment and options for further development of a business-friendly City.
- Item 6.5:** **Report on Senate Bill 5 and Compliance with the Central Valley Flood Protection Plan** – It is recommended that the City Council approve Option 4, presented in more detail later in this report, to defer the modeling and mapping obligation to when an identified project, which might be impacted by the 200 year flood elevation determination, is presented for consideration.

7. COMMENTS (Information only – No action)

Item 7.1: Staff Comments

Item 7.2: Council/Authority Member Comments

Item 7.3: Mayor/Chair Comments

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 into Closed Session.

Item 8.1: **PUBLIC EMPLOYEE PERFORMANCE EVALUATION**
Pursuant to Government Code Section 54957
Title: City Attorney

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

LRA Item 8.3: **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
Pursuant to Government Code § 54956.9(a)
Name of Case: In Re: AQH, LLC dba Aquifer LLC
United States Bankruptcy Court, Northern District of California
Case No. 15-50553 ASW 11

Recommendation: It is recommended that City Council /LRA Board provide direction to Staff on the Closed Session item(s).

9. REPORT FROM CLOSED SESSION

Item 9.1: Report from Closed Session Item 8.1: **PUBLIC EMPLOYEE PERFORMANCE EVALUATION – City Attorney**

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

LRA Item 9.3: Report on Closed Session LRA Item 8.3: **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**

ADJOURNMENT (The next regular City Council meeting –Tuesday, April 26 @ 6:p.m.)

AFFIDAVIT OF POSTING

I, Annabelle Aguilar, do 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 7th day of April, 2016

/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 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.

GENERAL INFORMATION

Meeting Schedule	<p><u>Regular City Council Meetings:</u> 6:00 p.m. on the 2nd and 4th Tuesday of every month, unless otherwise noticed.</p> <p><u>Local Redevelopment Authority Board:</u> Meets on an "as needed" basis. The City Council also serves as the LRA Board.</p>
City Council / LRA Agenda & Reports	<p>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 technologically able, 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.</p>
Public Hearings	<p>In general, a public hearing is an open consideration within a regular meeting of the City Council or a meeting of the LRA, for which special notice has been given and may be required. During a specified portion of the hearing, any resident or concerned individual is invited to present protests or offer support for the subject under consideration.</p>
Televised / Video of Meetings	<ul style="list-style-type: none"> • Charter – Channel 2 • AT&T Uverse – Channel 99 <p>Visit www.riverbank.org to connect to meeting videos. (Note: Technical difficulty occurs on occasion preventing the televising or recording of the meeting.)</p>
City Hall Hours	<p>City Hall is open Monday – Thursday; 7:30 am – 5:30 pm and Fridays: 8:00 am – 5:00 pm; CLOSED alternating Fridays</p>
Questions	<p>Contact the City Clerk at (209) 863-7122 or cityclerk@riverbank.org</p>

Any documents that are not privileged or part of a Closed Session provided to a majority of the City Council/LRA Board after distribution of the agenda packet, regarding any item on this agenda, will be made available for public inspection at North City Hall, 6707 Third Street, Riverbank, CA, during normal business hours.

UPCOMING EVENTS:

April 30	<ul style="list-style-type: none">▪ <u>Color Run</u> – Early bird registration ends March 31st. Begins at 8:30 am, Jacob Myers Park▪ <u>River Fest</u> – 9:00 am to 3:00 pm at Jacob Myers Park
City Hall Friday Office Hours	<ul style="list-style-type: none">▪ <u>City Offices are Closed Alternating Fridays</u><ul style="list-style-type: none">○ Friday: April 8 and April 22 – CLOSED○ Friday: April 15 and April 29: Hours 8:am – 5:pm
Registration Now Open	<ul style="list-style-type: none">▪ <u>Swim Lessons and Summer Camps</u> – register online at riverbankrecreation.com
Available Now	<ul style="list-style-type: none">▪ <u>Spring and Summer Riverbank Recreation Activity Guide</u>

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RIVERBANK CITY COUNCIL AGENDA ITEM NO. 1.1

SECTION 1: PRESENTATIONS

Meeting Date:	April 12, 2016
Subject:	Proclamation of National Library Week
From:	Jill Anderson, City Manager
Submitted by:	Luanne Bain, Administrative Assistant

RECOMMENDATION

It is recommended that the City Council present the Proclamation for National Library Week to Ms. Victoria Holt, Riverbank Library Branch Manager.

SUMMARY

Riverbank Library Branch Manager Victoria Holt will give a brief presentation of our Library's role in the community, upcoming events scheduled this month at our Riverbank Library, and information about this week's annual National Library Week.

FINANCIAL IMPACT

There is no financial impact.

ATTACHMENT

1. Proclamation – National Library Week – April 10-16, 2016

**CITY OF RIVERBANK
PROCLAMATION**

**STANISLAUS COUNTY NATIONAL LIBRARY WEEK
APRIL 10-16, 2016**

WHEREAS, reading and literacy and the freedom to explore are cornerstones of a free and democratic society; and

WHEREAS, libraries support democracy through their commitment to providing equitable access to information for all library users regardless of race, ethnicity, creed, ability, sexual orientation, or socio-economic status; and

WHEREAS, literacy is key to achieving personal success in school, in business and in life; and

WHEREAS, libraries and librarians open up a world of possibilities through innovative programming and through the power of information; and

WHEREAS, librarians are trained, tech-savvy professionals, providing training in and access to technologies; and

WHEREAS, libraries offer 24/7 access to library services through online resources such as eBooks, eMagazines, downloadable audiobooks, music, and movies, online language instruction, and research databases; and

WHEREAS, libraries partner with parents and caregivers to empower children to enter Kindergarten with the knowledge and skills necessary for success in school and beyond; and

WHEREAS, libraries continually grow and evolve in how they provide for the needs of every member of their communities; and

WHEREAS, libraries, librarians, library workers and supporters in Stanislaus County and across America are celebrating National Library Week.

NOW, THEREFORE, the City Council of the City of Riverbank does hereby proclaim April 10-16, 2016, as National Library Week in the City of Riverbank and urges everyone to visit our local library to take advantage of the wonderful resources available, provided through the voter-approved 1/8-cent sales tax dedicated to the support of libraries.

APRIL 12, 2016

**RICHARD D. O'BRIEN
MAYOR**

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 1.2

SECTION 1: PRESENTATIONS

Meeting Date:	April 12, 2016
Subject:	Proclamation of Autism Awareness Month
From:	Jill Anderson, City Manager
Submitted by:	Alvaro Zamora, Human Resources Analyst

RECOMMENDATION

It is recommended that the City Council proclaim April as Autism Awareness Month in the City of Riverbank in support of the national observance of April as Autism Awareness Month to lead to a better understanding of this condition.

SUMMARY

April is National Autism Awareness Month. It is proposed that the City Council of the City of Riverbank support the national effort by proclaiming April as Autism awareness month in the City of Riverbank. It is hoped that this proclamation will serve as encouragement to all City officials, employees, schools and residents to recognize and commend the parents, relatives, and educators of children with autism for their dedication in providing for the special needs of children with autism and to participate in any activities in and/or around the area, in order to become better educated about autism and create a better community for individuals with autism.

FINANCIAL IMPACT

There is no financial impact.

ATTACHMENT

1. Proclamation – National Autism Awareness Month – April 2016
2. 2016 Autism Awareness Poster

**CITY OF RIVERBANK
PROCLAMATION**

**NATIONAL AUTISM AWARENESS MONTH
APRIL 2016**

WHEREAS, autism is the fastest growing developmental disability in the United States, affecting more than three million people. It is an urgent public health crisis that demands a national response; and

WHEREAS, autism is the result of a neurological disorder that affects the normal functioning of the human brain and can affect anyone, regardless of race, ethnicity, gender, or socioeconomic background; and

WHEREAS, symptoms and characteristics of autism may present themselves in a variety of combinations and can result in significant lifelong impairment of an individual's ability to learn, develop healthy interactive behaviors, and understand verbal as well as nonverbal communication; and

WHEREAS, as the effort to address autism continues, doctors, therapists, and educators can help persons with autism overcome or adjust to its challenges and provide early, accurate diagnosis as well as the resulting appropriate education, intervention, and therapy that are vital to future growth and development; and

WHEREAS, it is also important to ensure that persons living with autism have access to the lifelong care and services needed to pursue the full measure of personal happiness and achieve their greatest potential; and

WHEREAS, the City of Riverbank is honored to take part in the annual observance of Autism Awareness Month in the hope that it will lead to a better understanding of the condition.

NOW, THEREFORE, the City Council of the City of Riverbank does hereby proclaim April 2016, as Autism Awareness Month in the City of Riverbank, and encourages all City Officials, employees, and residents to promote and support the Autism Awareness Month, and to participate in any activities in and/or around the area, in order to become better educated about autism and create a better community for individuals with autism.

APRIL 12, 2016

**RICHARD D. O'BRIEN
MAYOR**

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 1.3

SECTION 1: PRESENTATIONS

Meeting Date:	April 12, 2016
Subject:	Stanislaus Consolidated Fire Protection District Update
From:	Jill Anderson, City Manager
Submitted by:	Luanne Bain, Administrative Assistant

SUMMARY

Michelle Guzman, a Riverbank resident and the City's appointed representative to the Stanislaus Consolidated Fire Protection District Board of Directors is scheduled to provide the City Council an update.

FINANCIAL IMPACT

There is no financial impact.

ATTACHMENT

There is no attachment with this staff report.

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 1.4

SECTION 1: PRESENTATION

Meeting Date:	April 12, 2016
Subject:	Update on the "Focus on Prevention" Initiative
From:	Jill Anderson, City Manager

RECOMMENDATION

It is recommended that the City Council receive a presentation by representatives from the County of Stanislaus regarding the Focus on Prevention initiative.

SUMMARY

The County of Stanislaus spearheaded the Focus on Prevention initiative to bring all sectors of the community together to work more effectively to address some of the major issues of concern in our communities. Representatives from the County are scheduled to present an update on the initiative to the City Council.

FINANCIAL IMPACT

There is no financial impact associated with the presentation.

ATTACHMENTS

There are no attachments to this report.

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 1.5

SECTION 1: PRESENTATION

Meeting Date:	April 12, 2016
Subject:	Stanislaus Alliance SBDC 2016 Presentation
From:	Jill Anderson, City Manager
Submitted by:	Norma Torres-Manriquez, Administrative Analyst II/ Human Services Specialist

RECOMMENDATION

It is recommended that the City Council welcome Kurtis Clark, Director of the Stanislaus Alliance Small Business Development Center (SBDC), and receive a presentation regarding the 2016 services offered by the SBDC.

SUMMARY

The mission of the Alliance SBDC is to promote the development, growth and success of small businesses by providing high quality business consulting and training throughout Stanislaus, Merced, Tuolumne and Mariposa Counties, thereby enhancing individual, family, community and regional prosperity.

The SBDC offers extensive resources to help businesses understand and overcome the challenges of owning a business and they help them plan for a more successful future. Most services and resources are offered for free or at a very low cost.

The SBDC is helping local businesses survive and thrive!

FINANCIAL IMPACT

There is no financial impact for the City.

ATTACHMENTS

There are no attachments to this report.

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 1.6

SECTION 1: PRESENTATION

Meeting Date:	April 12, 2016
Subject:	Strategic Plan Update
From:	Jill Anderson, City Manager

RECOMMENDATION

It is recommended that the City Council receive a presentation to update the community on the outcomes of the April 5, 2016 strategic planning session.

SUMMARY

On April 5, 2016 the City Council met with the management team to update the City's Strategic Plan in order to continue the direction of resources toward the accomplishment of the City's key goals. The session included a review of the City's vision, mission, and values, as well as the City's three year goals. The City's next strategic planning session is scheduled for Thursday, September 29, 2016.

For each goal, specific, measurable objectives have been established for the six-month planning period. Reports on the progress being made toward accomplishing those goals are made to the City Council on a regular basis. The reports provide the City Council and staff an opportunity to monitor progress, as well as revise objectives and timelines as conditions warrant.

Mission Statement

The City of Riverbank is committed to providing exceptional municipal services in a fiscally sound and professionally responsible manner for our community.

Core Values

<i>Professionalism</i>	<i>Transparency</i>
<i>Teamwork</i>	<i>Respectful Behavior</i>
<i>Fiscal Responsibility</i>	<i>Integrity and Ethical Behavior</i>

Three-Year Goals (2013-2016)

***Enhance Public Safety
Improve and maintain infrastructure and facilities
Enhance professionalism and customer service
Achieve and maintain financial stability and sustainability
Retain and attract businesses***

FINANCIAL IMPACT

There is no financial impact associated with the presentation of the Strategic Plan.

ATTACHMENTS

The table outlining the objectives for the next six months is attached to this report.

CITY OF RIVERBANK ⚙ SIX-MONTH STRATEGIC OBJECTIVES

April 5, 2016 – October 1, 2016

THREE-YEAR GOAL: <i>ENHANCE PUBLIC SAFETY</i>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By July 1, 2016	City Councilmember Darlene Barber-Martinez and the Police Chief	Double (from 60 kids) the number of participants in the Kids Health and Safety Fair.				
2. By July 1, 2016	Development Services Admin Manager	Submit a CMAQ application to fund sidewalks on the north side of Patterson Road between 1 st Street and Claus Road.				
3. At the July 12, 2016 City Council meeting	City Manager and Police Chief, working with the Stanislaus County Office of Emergency Services	Recommend to the City Council for direction the draft County Disaster Preparedness Plan.				
4. By August 1, 2016	Development Services Admin Manager and Contract Grant Writer	Submit two active transportation applications for funding of: 1) planning application for non-motorized and Safe Routes to School Plan; 2) joint application with Stanislaus County and City of Modesto for a pedestrian/bike lane along Roselle Avenue from Crawford to Sylvan.				

THREE-YEAR GOAL: *IMPROVE AND MAINTAIN INFRASTRUCTURE AND FACILITIES*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By May 1, 2016	Development Services Admin Manager	Bring to the City Council for action the awarding of the contract for the Slurry Seal Project.				
2. By May 1, 2016	Public Works Superintendent, working with a consultant	Make a presentation to the City Council on a conceptual Recycled Water Project				
3. By July 1, 2016	Parks and Recreation Director, working with the Contract Grant Writer	Submit an application for CDBG funding for Community Center renovation.				
4. By July 1, 2016	Development Services Admin Manager, working with a contractor	Complete the 2016 Slurry Seal Project, consisting of 79 roads.				
5. By August 1, 2016	Parks and Recreation Director and Development Services Admin Manager	Complete the redesign and construction documents for trail access at Jacob Myers Park, including providing access to the back parking.				
6. By October 1, 2016	Public Works Superintendent	Present to the City Council a preliminary water usage report following installation of Smart water meters.				
7. By October 1, 2016	Parks and Recreation Director and Planning and Building Manager	Submit the Housing-Related Parks Grant to the State to fund renovation of pool locker rooms.				
8. By October 1, 2016	Public Works Superintendent and the Development Services Admin Manager	Oversee the installation of at least 5500 Smart water meters.				
FUTURE OBJECTIVE	Development Services Admin Manager (lead), City Attorney, Contract Planner and Finance Director	Develop a Stormwater Management Plan, including funding source(s) and present to the City Council for action.				

THREE-YEAR GOAL: *ENHANCE PROFESSIONALISM AND CUSTOMER SERVICE*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By May 15, 2016	Local Redevelopment Authority (LRA) Executive Director	Assess website improvements and training needed and make recommendations to the City Manager.				
2. By June 1, 2016	Planning and Building Manager	Provide an update to the City Council on the status of the zoning code update process, including the cost.				
3. By August 1, 2016	Finance Director and City Manager	Provide all staff training on the new phone system.				
4. By September 1, 2016	Planning and Building Manager and Finance Director	Make at least one permit available online (e.g., garage sale).				
5. By October 1, 2016	City Manager and Interim HR Manager	Provide customer service training for management and administrative staff.				

THREE-YEAR GOAL: *ACHIEVE AND MAINTAIN FINANCIAL STABILITY AND SUSTAINABILITY*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By August 1, 2016	Police Chief, working with the Contract Grant Writer	Identify and recommend to the City Council for direction potential funding opportunities to increase police services staffing levels.				
2. By October 1, 2016	Local Redevelopment Authority Executive Director and City Attorney	Recommend to the City Council for action a consultant to prepare a feasibility study for an Enhanced Infrastructure Financing District on the East Side.				
3. By October 1, 2016	Finance Director, working with a consultant	Present to the City Council an update on the Classification and Compensation Study.				
4. By October 1, 2016	Finance Director	Develop the Five-Year Financial Forecast and present the Forecast in a consolidated format to the City Council and the public.				
5. By October 1, 2016, contingent upon City Council approval	Development Services Admin Director (lead), Planning and Building Manager, Finance Director, City Attorney and Contract Planner	Create a Maintenance Community Facilities District (CFD) for police, streets, storm, parks, landscaping and lighting for new development.				

THREE-YEAR GOAL: *RETAIN AND ATTRACT BUSINESSES*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. At the April 12, 2016 City Council meeting	LRA Executive Director and Finance Director (co-leads) and the Planning and Building Manager	Identify and recommend to the City Council for direction improvements to service areas that create a business friendly culture.				
2. By June 15, 2016	City Manager, in coordination with the Stanislaus Business Alliance	Create a commercial property searchable database to aid businesses in Riverbank real estate searches for property.				
3. By July 1, 2016	Contract Planner, working with Planning Staff	Present a Funding Plan to the City Manager for the East Riverbank Master Plan that includes a specific scope of work.				
4. By September 1, 2016	Contract Planner and the Planning and Building Manager	Develop and present to the City Council for action a streamlined permitting process for expediting business development.				
5. By September 15, 2016	LRA Executive Director, with input from the Management Team	Present to the City Manager and the Management Team for approval business-friendly, web-based content to assist new businesses with their start-up process.				
6. By October 1, 2016	Contract Planner and the Planning and Building Manager	Present to the City Council for guidance a draft East Riverbank Master Plan.				
7. By October 1, 2016	Mayor Richard O'Brien	Meet with at least 10 local businesses to identify positives and negatives for the business community.				
FUTURE OBJECTIVE	Finance Director	Study the feasibility of allowing business license renewals to be done online and make a recommendation to the City Council for action.				

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

SECTION 3: CONSENT CALENDAR

Meeting Date:	April 12, 2016
Subject:	Waiver of Readings
From:	Jill Anderson, 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 Ordinances and Resolutions, except by title.

SUMMARY

The approval of the waiver of readings will allow Ordinances and Resolutions to be introduced by title only and acted upon without the need to read the entire text of the item into the public record. The documents related to proposed Ordinances and Resolutions are available for review by the public on the City's website and in the City Clerk's office at City Hall (North).

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:	April 12, 2016
Subject:	Approval of the March 22, 2016, City Council and Local Redevelopment Authority Minutes
From:	Jill Anderson, 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 March 22, 2016, 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. March 22, 2016, City Council and LRA Minutes



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

MINUTES OF
TUESDAY, MARCH 22, 2016

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
Mayor O'Brien called for a moment of silence for the victims of the Brussels attack.

ROLL CALL: Mayor/Chair Richard D. O'Brien
Vice Mayor/Chair Jeanine Tucker
Council/Authority Member Darlene Barber-Martinez
Council/Authority Member Cal Campbell
Council/Authority Member Leanne Jones Cruz

AGENDA CHANGES: *Mayor/Chair O'Brien affirmed that there were no changes to the agenda.*

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.

There were no conflicts declared.

1. PRESENTATIONS

Item 1.1: Strategic Plan Update - *City Manager Jill Anderson presented the update.*

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 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.

Haskell Moore, Riverbank, spoke in regards to his water meter reading being incorrect and working with the City to solve the problem.

Aaron Hansen, Riverbank, spoke in regards to receiving three consecutive water citations.

David Taylor, Riverbank, spoke in regards to being homeless and requested to have his property returned to him.

Scott McRitchie, Riverbank, spoke in regards to developing a procedure on the collection of homeless people's property, and suggested that the city keep abreast of how money is spent when implementing the surveillance cameras.

David Provost, Riverbank Morris Nursery, spoke in regards to the watering schedule and the need to water trees.

Ron Hoffman, Riverbank Morris Nursery, spoke in regards to watering schedule for school districts and the need to see various water schedule needs for various entities.

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 otherwise requested by an individual Council/Authority Member for special consideration. Otherwise, the recommendation of staff will be accepted and acted upon by roll call vote.

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

Item 3.B: Approval of the March 8, 2016, City Council and Local Redevelopment Authority Minutes.

Item 3.C: A Resolution [No. 2016-019] of the City Council of the City of Riverbank, California, Authorizing the Execution of a Performance Agreement with Chris Ricci Presets Inc. for the Planning, Organizing and Implementation of the Cheese and Wine Festival and Appropriating \$15,000 from the General Fund for Those Services.

Item 3.D: A Resolution [No, 2016-020] of the City Council of the City of Riverbank, California, Authorizing the Mayor to Execute a Lease with Chris Ricci Presents, Inc. for the Riverbank Cheese and Wine Festival.

Recommendation:

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

Reference 3.C: City Manager Jill Anderson clarified that the cost of the contract was expected to be covered by the revenue from the Festival, and that the requested \$15,000 from the General Fund would only be used if needed.

ACTION: *By motion moved and seconded (Tucker / Jones Cruz / passed 5-0) to approve Items 3.A through 3.D as presented. Motion carried by unanimous City Council and LRA Board roll call vote.*

AYES: Barber-Martinez, Campbell, Jones Cruz, Tucker, and Mayor O'Brien

NAYS: None, ABSENT: None, ABSTAINED: None

4. UNFINISHED BUSINESS

There are no items to consider.

5. PUBLIC HEARINGS

The Public Hearing Notices for the following public hearing items 5.1 was published in the local newspaper of general circulation on March 30, 2016.

Item 5.1: **A Resolution [No. 2016-021] of the City Council of the City of Riverbank, California, Recommending That Stanislaus Local Agency Formation Commission (LAFCo) Approve the Municipal Service Review (MSR) Update And Sphere Of Influence Plan Dated February 2016, Including the Proposed Sphere Of Influence Expansion And Establishment of An Area of Concern** – After consideration of public testimony, motion to adopt the proposed Resolution to authorize City staff to forward the MSR Update and Sphere of Influence Expansion dated February 2016 to Stanislaus LAFCo which will support an expanded SOI and the establishment of an “Area of Concern” that extends to the limits of the Riverbank General Plan boundaries.

City Consultant John Anderson of J.B. Anderson Land Use Planning, Inc. presented the staff report.

Mayor O'Brien opened the public hearing at 6:53 p.m.

- *Mr. Scott McRitchie spoke in regards making solid density numbers, and to not leave open ended costs. Mr. Anderson responded.*
- *Mrs. Evelyn Halbert spoke in regards public notification and Planning Commission review without an Environmental Impact Report.*

Mayor O'Brien closed the public hearing at 6:59 p.m.

Mr. Anderson responded, and Mayor O'Brien responded.

ACTION: *By motion moved and seconded (Campbell / Barber-Martinez / passed 5-0) to adopt Resolution No. 2016-021 recommending that Stanislaus Local Agency Formation Commission (LAFCo) Approve the Municipal Service Review (MSR) Update and Sphere of Influence Plan dated February 2016, including the Proposed Sphere of Influence Expansion and Establishment of an area of concern as presented. Motion carried by unanimous City Council roll call vote.*

AYES: Barber-Martinez, Campbell, Jones Cruz, Tucker, and Mayor O'Brien

NAYS: None, ABSENT: None, ABSTAINED: None

Item 5.2: A Resolution [No. 2016-022] of the City Council of the City of Riverbank, California, Recommending Approval of the Riverbank Sustainable Agricultural Strategy Dated February 2016 – After consideration of public testimony, motion to approve a Resolution adopting, as a policy document, the Riverbank Sustainable Agricultural Strategy dated February 2016.

City Consultant John Anderson of J.B. Anderson Land Use Planning, Inc. presented the staff report.

Mayor O'Brien opened the public hearing at 7:11 p.m.

- *Mrs. Evelyn Halbert, Riverbank, questioned the public noticing of the matter and the mitigation of Riverbank's agriculture land for land anywhere in Stanislaus County.*

Mayor O'Brien closed the public hearing at 7:12 p.m.

Mr. Anderson responded.

City Council and Staff discussed the item.

ACTION: *By motion moved and seconded (Tucker / Campbell / passed 5-0) to adopt Resolution No. 2016-022 recommending Approval of the Riverbank Sustainable Agricultural Strategy dated February 2016 as presented. Motion carried by unanimous City Council roll call vote.*

AYES: Barber-Martinez, Campbell, Jones Cruz, Tucker, and Mayor O'Brien

NAYS: None, ABSENT: None, ABSTAINED: None

6 NEW BUSINESS

Item 6.1: **Report on Options for Surveillance Camera System for City and Private Business Use** – It is recommended that Riverbank City Council receive this report on two programs that would use surveillance video camera systems to help enhance public safety throughout the City and provide direction to the staff.

Police Chief Erin Kiely presented the staff report; City Council and Staff discussed the item. City Council agreed to make use of Option #2, which utilizes a Community Video Partnership Program, and to work towards Option #1, which is the installation of City owned cameras.

Public Comment: *Mr. Aaron Hansen recommended the City asking Burlington Railroad for funding.*

Item 6.2: **Outdoor Water Use Plan** – It is recommended that the City Council receive the proposed outdoor water use plan and provide direction as deemed necessary for the implementation of an outdoor water use policy to establish the enforcement and restrictions of water use in accordance with water provisions in Chapter 52 of the Riverbank Municipal Code.

Public Works Superintendent Michael Riddell presented the staff report. Sr. Management Analyst/City Clerk Annabelle Aguilar was also present to assist in answering questions.

Public Comment:

- *Mr. Scott McRitchie, Riverbank, spoke in regards to wasting water when draining a pool, and the use of gray water.*
- *Mr. Ron Hoffman, Riverbank Morris Nursery, inquired about restrictions on drip irrigation.*
- *Mr. Aaron Hansen, Riverbank, spoke in regards to taking pictures of sprinklers actually being used if citing someone; not just if the concrete is wet.*

City Council and Staff discussed the item.

Mayor O'Brien requested the policy be further reviewed to make the language stronger in regards to the washing of vehicles and language clearer in regards to temporary waivers. Staff was to return with a proposed resolution to set the water use policy. No one objected.

LRA Item 6.3: **A Resolution [No. 2016-002] of the Local Redevelopment Authority of the City of Riverbank Awarding the Riverbank Army Ammunition Plant Facility Manager Contract to San Joaquin Engineering Solutions LLC** – It is recommended that the Local Redevelopment Authority Board of Directors adopt resolution approving a Riverbank Army Ammunition Plant Facility Management Services Contract.

LRA Executive Director Debbie Olson presented the staff report.

ACTION: *By motion moved and seconded (Barber-Martinez / Tucker / passed 5-0) to approve LRA Resolution No. 2016-002 of the Local Redevelopment Authority of the City of Riverbank Awarding the Riverbank Army Ammunition Plant Facility Manager Contract to San Joaquin Engineering Solutions LLC. Motion carried by unanimous LRA Board roll call vote.*
AYES: Barber-Martinez, Campbell, Jones Cruz, Tucker, and Chair O'Brien
NAYS: None, ABSENT: None, ABSTAINED: None

Item 6.4: **Informational Presentation on the Feasibility of a Citywide Storm Water Utility District** – It is recommended that the City Council receive this informational presentation on the feasibility of establishing the formation of a Citywide Storm Water Utility District.

Development Services Administration Manager Kathleen Cleek presented the staff report. Mr. John Anderson of J.B. Anderson Land Use Planning, Inc. assisted in responding to questions.

City Council and Staff discussed the item.

7. COMMENTS (Information only – No action)

Item 7.1: Staff Comments

Staff Member Kathleen Cleek provided an update on the Stanislaus County project at Terminal and Claus.

Staff Member Michael Riddell provided an update on PG&E street light outages, and the installation of the water meters.

City Manager Jill Anderson: 1) commented on the review and revision of water bills in regards to an earlier public comment made on corrections, 2) thanked Morris Nursery representatives for speaking in regards to water conservation, and 3) clarified the matter with Mr. Taylor and the loss of his property.

Item 7.2: Council/Authority Member Comments

Council/Authority Member Jones Cruz thanked the public for their comments and sharing their knowledge, and thanked staff for the work on the water plan.

Council/Authority Member Campbell agreed with Member Jones Cruz' comments, and encouraged the public to contact their State Representatives on the funding of state mandates.

Council/Authority Member Barber-Martinez: 1) announced the volunteer opportunity of the "Love Riverbank" event on April 23rd, 2) thanked staff for their work on the detailed staff reports, 3) announced the SAFE (Seniors Against Finance Exploitation) seminar on April 1st.

Vice Mayor/Chair Tucker expressed appreciation of the strategic planning process and invited everyone to support the effort, and appreciation for staff's work on the reports.

Item 7.3: Mayor/Chair Comments

Mayor O'Brien encouraged the public to attend the April 5th City Strategic Planning Session, and announced that he would be absent beginning April 20, which could require his alternates to attend Committee meetings.

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 into Closed Session.

MAYOR/CHAIR O'BRIEN ANNOUNCED THE CLOSED SESSION ITEMS AND OPENED ITEMS FOR PUBLIC COMMENT; NO ONE SPOKE. THE MEETINGS WERE RECESSED AND CITY COUNCIL WENT INTO CLOSED SESSION AT 8:52 P.M.

Item 8.1: **CONFERENCE WITH LEGAL COUNSEL – ANTICIPATED LITIGATION**
Significant exposure to litigation pursuant to subdivision (b) of Government
Code § 54956.9: 1 potential case

Item 8.2: **CONFERENCE WITH LEGAL COUNSEL – EXISTING LITIGATION**
Pursuant to Government Code § 54956.9(a)
Name of Case: Barham Construction, Inc. v. City of Riverbank
Court of Appeals of California, Fifth District
Case No. F058692 and Case No. F059499

Recommendation: It is recommended that City Council /LRA
Board provide direction to Staff on the Closed
Session item(s).

9. REPORT FROM CLOSED SESSION

MAYOR/CHAIR O'BRIEN RECONVENED THE MEETINGS AT 9:03 P.M.

Item 9.1: Report on Closed Session Item 8.1: **CONFERENCE WITH LEGAL
COUNSEL – ANTICIPATED LITIGATION**

Mayor O'Brien reported that direction was provided to staff.

Item 9.2: Report on Closed Session Item 8.2: **CONFERENCE WITH LEGAL
COUNSEL – EXISTING LITIGATION**

Mayor O'Brien reported that direction was provided to staff.

ADJOURNMENT

There being no further business, Mayor/Chair O'Brien adjourned the meetings at
9:04 p.m.

ATTEST: (*Adopted 04/12/16*)

APPROVED:

Annabelle H. Aguilar, CMC
City Clerk / LRA Recorder

Richard D. O'Brien
Mayor / Chair

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 3.B-1

SECTION 3: CONSENT CALENDAR

Meeting Date:	April 12, 2016
Subject:	Approval of the April 5, 2016, Special City Council Minutes.
From:	Jill Anderson, City Manager
Submitted by:	Annabelle Aguilar, CMC, City Clerk / LRA Recorder

RECOMMENDATION

It is recommended that the City Council approve the Special City Council Meeting Minutes as presented.

SUMMARY

The Draft Minutes of the April 5, 2016, special City Council a meeting have been prepared for review and approval.

FINANCIAL IMPACT

There is no financial impact to this item.

ATTACHMENT

1. April 5, 2016, Special City Council Minutes



City of Riverbank
SPECIAL CITY COUNCIL MEETING
(STRATEGIC PLANNING WORKSHOP)

MINUTES

TUESDAY, APRIL 5, 2016



CALL TO ORDER:

The City Council of the City of Riverbank met at 8:30 a.m. on this date at the Riverbank Industrial Complex Conference Room, 5300 Claus Road, Modesto, California, with Mayor Richard D. O'Brien presiding.

CALL TO ORDER: Mayor Richard D. O'Brien

ROLL CALL: Mayor Richard D. O'Brien
Vice Mayor Jeanine Tucker
Councilmember Darlene Barber-Martinez
Councilmember Cal Campbell
Councilmember Leanne Jones Cruz

1. PUBLIC BUSINESS FROM THE FLOOR (No Action Can Be Taken)

Pursuant to Government Code in reference to a special meeting, the public has the opportunity to address the City Council only on items appearing on this special meeting notice. Individual comments are 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.

No one spoke.

2. BUSINESS

Business resumed.

Item 2.1: Introductions of Facilitator, Recorder, and Group.

Item 2.2: **Discussion and Update of the City's Strategic Plan** – The City Council and Staff will discuss the City's Strategic Plan to consider changes/additions of short-term and long-term goals, and to guide Management Staff on the implementation and accomplishment of the plan's goals and objectives.

*A recess was taken at 9:49 am.
The meeting reconvened at 10:05 a.m.*

*A recess for lunch was taken at 12:15 p.m.
The meeting reconvened at 12:48 p.m.*

(Attached are the Recorder's Notes)

3. CLOSING COMMENTS

There were no closing comments.

ADJOURNMENT

There being no further business, Mayor O'Brien adjourned the meeting at 2:03 p.m.

ATTEST: (Adopted 04/12/16)

APPROVED:

**T. Jill Anderson
City Manager**

**Richard D. O'Brien
Mayor / Chair**

Attachment: Strategic Planning – Mission, Vision, Values, and SWOT Analysis
Six Months Strategic Objectives Grid

C I T Y O F R I V E R B A N K

STRATEGIC PLANNING SESSION

April 5, 2016 • Riverbank Industrial Complex

Marilyn Snider, Facilitator – Snider and Associates (510) 531-2904
Michelle Snider Luna, Graphic Recorder – Snider Education & Communication (510) 610-8242

MISSION STATEMENT

The City of Riverbank is committed to providing exceptional municipal services in a fiscally sound and professionally responsible manner for our community.

VISION STATEMENT

The City of Riverbank will be recognized as a premier community where individuals, families and businesses thrive in a safe and beautiful environment.

CORE VALUES

not in priority order

The City of Riverbank values . . .

- ♦ ***Professionalism***
- ♦ ***Transparency***
- ♦ ***Teamwork***
- ♦ ***Respectful behavior***
- ♦ ***Fiscal responsibility***
- ♦ ***Integrity and Ethical behavior***

THREE-YEAR GOALS

2013-2016 * not in priority order

Enhance public safety

Improve and maintain infrastructure and facilities

Enhance professionalism and customer service

Achieve and maintain financial stability and sustainability

Retain and attract businesses

S.W.O.T. ANALYSIS

Strengths – Weaknesses - Opportunities - Threats

WHAT ARE THE STRENGTHS AND ACCOMPLISHMENTS OF THE CITY OF RIVERBANK SINCE THE OCTOBER 2015 STRATEGIC PLANNING SESSION?

Brainstormed List of Perceptions

- Increased industrial business
- Certified Housing Element
- Approved District elections
- Successful Cheese & Wine Festival
- E-cigarette ordinance
- Installation of Smart meters has started
- Updated regulations related to marijuana
- iMax opening
- Verified eligibility for funding source for the Housing-Related Parks Program
- Extended the Riverbank-Oakdale Buffer Agreement
- Improved partnership with the Chamber of Commerce
- Several new businesses opened in Riverbank
- Christmas Parade
- Staff trained in the new software
- New Planning Commissioners appointed
- Constantly updating the website
- Moving forward with a new phone system
- Assisted other cities in hiring process
- Illicit Discharge Plan for storm drains was established with illicit discharge training conducted
- Continued involvement with the North County Corridor
- Council attended League of California Cities conferences
- Updated street, sewer and water standards adopted
- Roselle Sidewalk Project almost complete
- Tree removal on Crawford Road
- Sidewalks completed by Scout Park and Scout Hall
- Planning Commissioner attended the League of California Cities Planning Academy
- Working with the County to secure funds for a Groundwater Study
- Community Facilities District (CFD) formation progressing
- More positive coverage from the press
- MSR (Municipal Service Review) approved by Council
- Sphere of influence application filed with LAFCO
- Adopted agriculture sustainability strategies
- Employee Appreciation Day with corned beef and other food
- Employee Christmas party and dinner
- Hired 14 lifeguards, 8 of whom are Riverbank residents
- \$40 million Environmental Services Cooperative
- Expedited solar permitting process
- RFP is out for a zoning code update
- Mayor's State of the City was a success
- Implemented Next Door
- Continued use and expansion of community building through social media (e.g., Facebook)
- Completed the 5-Year Financial Review
- Adopted Patterson Road Plan Line
- Implemented new financial software
- Adopted adjusted sewer rates
- Citizen of the Year event
- Established set-aside funds for facility improvement

- Procured a grant writer
- Successful summit with non-profits and faith-based organizations
- Held website refresher training
- Updated MOU with Stanislaus Tuolumne Groundwater River Basin Association
- City participation in community parades (e.g., in Modesto)
- Held an annual planning meeting with legal team
- Staff and Councilmember Darlene Barber-Martinez attended Office of Emergency Services training
- Improved police response time for the past three and a half years
- Supporting the focus on homeless prevention
- Three Councilmembers are participating in League of California Cities committees
- Increased building
- ADA Transition Plan adopted
- Council has established more positive relationship with community, businesses and other entities
- Came to consensus on River Cove issues
- Organizational Culture Team is planning the annual employees and their families BBQ
- Continued commitment to community events
- Budget Advisory seats are filled

WHAT ARE THE CITY OF RIVERBANK'S CURRENT INTERNAL WEAKNESSES/ CHALLENGES?

Brainstormed List of Perceptions

- GIS still isn't done
- Failed to achieve State water conservation mandate
- Lack of online business services
- Lack of resources—staff and money
- Structural deficit in General Fund revenue
- Difficulty encouraging development in context of State mandates
- Lack of full-time Animal Control Services
- Lack of communication from the City to the public
- Lack of thinking and planning time for analysis and creative solutions
- Staff shortages—lack of cross training
- Lack of financial stability of the General Fund
- Lack of clear vision, policy and training for social media
- Lack of updated zoning code
- Overburdened staff, inexperienced staff with depleted training funds
- Unfilled positions left open
- Didn't meet 10% reserve
- Lack of clear watering guidelines
- Lack of funding has resulted in police services being below standard on staffing
- Failure to transition ownership of the Riverbank Industrial Complex
- Lack of updated municipal code
- Lack of funds across the Board for improvements in staffing, etc.
- Delay in presentation to LAFCO

WHAT ARE THE EXTERNAL FACTORS/TRENDS THAT WILL/MIGHT HAVE A POSITIVE IMPACT ON THE CITY OF RIVERBANK IN THE COMING YEAR?

Brainstormed List of Perceptions

- Unemployment is down
- Del Rio Theater has been sold
- Rain
- Grant opportunities slowly returning
- Negative bailout reversed (Prop 13)
- New housing development
- We can now turn right on red lights
- We developed positive relations with CalTrans

- North County Corridor EIR scheduled to be released
- National wage increases
- Low gas prices
- Property values increasing
- iMax spurring development along Patterson Road
- New businesses open at Crossroads
- Wage increases
- Potential sales tax increase due to new businesses
- Proposed regional sales tax may pass, providing more local funds
- Regional transportation solutions
- Some staff have gotten their degrees
- Light at Terminal & Claribel

WHAT ARE THE EXTERNAL FACTORS/TRENDS THAT WILL/MIGHT HAVE A NEGATIVE IMPACT ON THE CITY OF RIVERBANK IN THE COMING YEAR?

Brainstormed List of Perceptions

- Unfunded State mandates
- Homeless encroaching on the river
- Part-time employees are leaving for full-time jobs
- Modesto
- Increased crude oil shipments—safety concerns
- Natural and man-made disasters
- Current and potential environmental regulations
- Predicted recession in 2018-2019
- Continued lack of funding from the State for things required by the State
- Impact of railroads
- State elections
- Local elections
- ISIS
- Increase in mosquito population and the threat of Zika
- International impacts on the economy
- Earthquake
- High speed rail mismanagement of cap and trade
- Governor's twin tunnels—water issues
- Increasing stormwater regulations
- Lack of water storage facilities
- Development of zero to low property lot lines/high density housing affecting park use
- Terrorism
- Continued drought
- Marijuana
- Changes in regulatory standards
- Part-time staff minimum wage increase affecting affordability of recreation programs
- Feral cats
- Low gas prices
- Ongoing prison realignment
- Lawsuits
- Possible legalization of marijuana
- Presidential election
- Increasing social acceptance of drug use

NEXT STEPS/FOLLOW-UP PROCESS

WHEN	WHO	WHAT
April 6, 2016	City Manager	Distribute the Strategic Plan Session record to attendees.
Within 48 hours	All recipients	Read the retreat record.
April 12, 2016	City Manager	Present the Strategic Plan to the public.
By April 15, 2016	Management Team	Share and discuss the Strategic Plan with staff.
By April 15, 2016	City Manager	Post the Plan, including Strengths, on the city's website.
April 19, 2016	Management Team (City Manager – lead)	Review the “Current Internal Weaknesses/ Challenges” list for possible action items.
Monthly	City Council City Manager	Monitor progress on the goals and objectives and revise objectives (add, amend and/or delete), as needed.
Monthly	City Manager	Prepare and distribute the updated Strategic Plan Monitoring Matrix to the City Council and staff.
May 11, 2016 8:30-12:30	City Council City Manager City Attorney	Complete City Manager evaluation.
September 29, 2016 8:30-3:30	City Council City Manager Management Team	Strategic Planning Session to: <ul style="list-style-type: none"> - more thoroughly assess progress on the Goals and Strategic Objectives. - identify new Three-Year Goals. - develop Strategic Objectives for the first six months for each of the new goals.

STRATEGIC PLAN ELEMENTS

Marilyn Snider, Strategic Planning Facilitator * Snider and Associates (510) 531-2904

“SWOT” ANALYSIS

Assess the organization's:

- Internal **S**trengths - Internal **W**eaknesses
- External **O**pportunities - External **T**hreats

MISSION/PURPOSE STATEMENT

States WHY the organization exists and WHOM it serves

VISION STATEMENT

A vivid, descriptive image of the future—what the organization will BECOME

CORE VALUES

What the organization values, recognizes and rewards—strongly held beliefs that are freely chosen, publicly affirmed, and acted upon with consistency and repetition

THREE YEAR GOALS

WHAT the organization needs to accomplish (consistent with the Mission and moving the organization towards its Vision) – usually limited to 4 or 5 key areas

KEY PERFORMANCE MEASURES

What success will look like upon achievement of the goal

SIX MONTH STRATEGIC OBJECTIVES

HOW the Goals will be addressed: By when, who is accountable to do what for each of the Goals

FOLLOW-UP PROCESS

Regular, timely monitoring of progress on the goals and objectives; includes setting new objectives every six months

CITY OF RIVERBANK ⚙ SIX-MONTH STRATEGIC OBJECTIVES

April 5, 2016 – October 1, 2016

THREE-YEAR GOAL: <i>ENHANCE PUBLIC SAFETY</i>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By July 1, 2016	City Councilmember Darlene Barber-Martinez and the Police Chief	Double (from 60 kids) the number of participants in the Kids Health and Safety Fair.				
2. By July 1, 2016	Development Services Admin Manager	Submit a CMAQ application to fund sidewalks on the north side of Patterson Road between 1 st Street and Claus Road.				
3. At the July 12, 2016 City Council meeting	City Manager and Police Chief, working with the Stanislaus County Office of Emergency Services	Recommend to the City Council for direction the draft County Disaster Preparedness Plan.				
4. By August 1, 2016	Development Services Admin Manager and Contract Grant Writer	Submit two active transportation applications for funding of: 1) planning application for non-motorized and Safe Routes to School Plan; 2) joint application with Stanislaus County and City of Modesto for a pedestrian/bike lane along Roselle Avenue from Crawford to Sylvan.				

THREE-YEAR GOAL: *IMPROVE AND MAINTAIN INFRASTRUCTURE AND FACILITIES*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By May 1, 2016	Development Services Admin Manager	Bring to the City Council for action the awarding of the contract for the Slurry Seal Project.				
2. By May 1, 2016	Public Works Superintendent, working with a consultant	Make a presentation to the City Council on a conceptual Recycled Water Project				
3. By July 1, 2016	Parks and Recreation Director, working with the Contract Grant Writer	Submit an application for CDBG funding for Community Center renovation.				
4. By July 1, 2016	Development Services Admin Manager, working with a contractor	Complete the 2016 Slurry Seal Project, consisting of 79 roads.				
5. By August 1, 2016	Parks and Recreation Director and Development Services Admin Manager	Complete the redesign and construction documents for trail access at Jacob Myers Park, including providing access to the back parking.				
6. By October 1, 2016	Public Works Superintendent	Present to the City Council a preliminary water usage report following installation of Smart water meters.				
7. By October 1, 2016	Parks and Recreation Director and Planning and Building Manager	Submit the Housing-Related Parks Grant to the State to fund renovation of pool locker rooms.				
8. By October 1, 2016	Public Works Superintendent and the Development Services Admin Manager	Oversee the installation of at least 5500 Smart water meters.				
FUTURE OBJECTIVE	Development Services Admin Manager (lead), City Attorney, Contract Planner and Finance Director	Develop a Stormwater Management Plan, including funding source(s) and present to the City Council for action.				

THREE-YEAR GOAL: *ENHANCE PROFESSIONALISM AND CUSTOMER SERVICE*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By May 15, 2016	Local Redevelopment Authority (LRA) Executive Director	Assess website improvements and training needed and make recommendations to the City Manager.				
2. By June 1, 2016	Planning and Building Manager	Provide an update to the City Council on the status of the zoning code update process, including the cost.				
3. By August 1, 2016	Finance Director and City Manager	Provide all staff training on the new phone system.				
4. By September 1, 2016	Planning and Building Manager and Finance Director	Make at least one permit available online (e.g., garage sale).				
5. By October 1, 2016	City Manager and Interim HR Manager	Provide customer service training for management and administrative staff.				

THREE-YEAR GOAL: *ACHIEVE AND MAINTAIN FINANCIAL STABILITY AND SUSTAINABILITY*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By August 1, 2016	Police Chief, working with the Contract Grant Writer	Identify and recommend to the City Council for direction potential funding opportunities to increase police services staffing levels.				
2. By October 1, 2016	Local Redevelopment Authority Executive Director and City Attorney	Recommend to the City Council for action a consultant to prepare a feasibility study for an Enhanced Infrastructure Financing District on the East Side.				
3. By October 1, 2016	Finance Director, working with a consultant	Present to the City Council an update on the Classification and Compensation Study.				
4. By October 1, 2016	Finance Director	Develop the Five-Year Financial Forecast and present the Forecast in a consolidated format to the City Council and the public.				
5. By October 1, 2016, contingent upon City Council approval	Development Services Admin Director (lead), Planning and Building Manager, Finance Director, City Attorney and Contract Planner	Create a Maintenance Community Facilities District (CFD) for police, streets, storm, parks, landscaping and lighting for new development.				

THREE-YEAR GOAL: *RETAIN AND ATTRACT BUSINESSES*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. At the April 12, 2016 City Council meeting	LRA Executive Director and Finance Director (co-leads) and the Planning and Building Manager	Identify and recommend to the City Council for direction improvements to service areas that create a business friendly culture.				
2. By June 15, 2016	City Manager, in coordination with the Stanislaus Business Alliance	Create a commercial property searchable database to aid businesses in Riverbank real estate searches for property.				
3. By July 1, 2016	Contract Planner, working with Planning Staff	Present a Funding Plan to the City Manager for the East Riverbank Master Plan that includes a specific scope of work.				
4. By September 1, 2016	Contract Planner and the Planning and Building Manager	Develop and present to the City Council for action a streamlined permitting process for expediting business development.				
5. By September 15, 2016	LRA Executive Director, with input from the Management Team	Present to the City Manager and the Management Team for approval business-friendly, web-based content to assist new businesses with their start-up process.				
6. By October 1, 2016	Contract Planner and the Planning and Building Manager	Present to the City Council for guidance a draft East Riverbank Master Plan.				
7. By October 1, 2016	Mayor Richard O'Brien	Meet with at least 10 local businesses to identify positives and negatives for the business community.				
FUTURE OBJECTIVE	Finance Director	Study the feasibility of allowing business license renewals to be done online and make a recommendation to the City Council for action.				

Item 3.C

This agenda report will be posted separately from the complete agenda packet due to a technical difficulty.

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 5.1

SECTION 5: PUBLIC HEARING

Meeting Date:	April 12, 2016
Subject:	Proposed Ordinance No. 2016-003 of the City Council of the City of Riverbank, California, Amending the Riverbank Municipal Code by Repealing in its Entirety Section 153.217: Variance and Section 153.218: Appeals of Chapter 153: Zoning of Title XV: Land Usage, and Substitute it with New Sections 153.217 and 153.218
From:	Jill Anderson, City Manager
Submitted by:	Donna M. Kenney, Planning and Building Manager Annabelle Aguilar, Sr. Management Analyst/City Clerk

RECOMMENDATION

It is recommended that the City Council conduct the public hearing for the first reading and introduction by title only of the proposed ordinance to consider its approval as presented, which will initiate the scheduling of the ordinance for its second reading by title only on April 26, 2016, to consider its adoption. The proposed ordinance is also recommended by adopted Planning Commission Resolution No. 2016-003.

SUMMARY

A Public Hearing was conducted at the regular City Council meeting on February 9, 2016, to receive public opinions or evidence for or against Ordinance No. 2016-003 after its first reading and introduction by title only. The City Council approved the first reading and introduction of the ordinance which moved said ordinance to the February 23, 2016, regular City Council meeting for its second reading and consideration for adoption. However, after further review and research of the proposed ordinance, it was determined that the ordinance could be further refined and clarified.

On February 23, 2016, City Council unanimously motioned to table the second reading of the proposed ordinance, to allow for further research and modification of the Riverbank Municipal Code (RMC) Chapter 153, Section 153.217 and additional sections as deemed necessary, which would be presented at a future date. As a result, a public notice was published in the Riverbank News on March 30, 2016, to conduct the first reading, re-introducing proposed Ordinance No. 2016-003 on this date, and to consider conducting its second reading for its adoption on April 26, 2016, by the City Council.

The modifications made to Ordinance No. 2016-003, that was previously introduced on February 9, 2016, were to refine the language of Section 153.217 and to clarify the appeals process, hence the inclusion of amending Section 153.218, Appeals. An applicant or aggrieved party may request an appeal hearing before the City Council within ten (10) days after approval or denial of a Planning Commission's decision on a variance. In addition, the modifications made to the ordinance do not alter the reasons for the recommendation of an ordinance amendment that was previously introduced to the Planning Commission, which resulted in the adoption of the Commission's Resolution No. 2016-003.

BACKGROUND

In July 2015, KB Home applied for Variance 01-2015 to decrease a setback on Lot 99 in Cornerstone at Crossroads from four (4) feet to three (3) feet. A public hearing was held by the Planning Commission on October 20, 2015 and the vote was 4-0 to recommend approval of the KB Home Variance to the City Council. A public hearing was then held by the City Council on November 10, 2015 and the variance was approved. During this meeting, the City Council questioned why they were hearing this item and staff explained that the process in RMC Section 153.217 Variance required both bodies to review the variance request in public hearings. Council directed staff to bring back an ordinance amendment to make the Planning Commission the deciding body. An appeal of the Planning Commission's decision on a variance would be heard by the City Council.

An ordinance amendment was prepared and Planning Commission reviewed it in a public hearing at their regular meeting of January 19, 2016. With a vote of 4-0, the Commission recommended approval of the ordinance amendment to the City Council by adoption of Resolution 2016-003 (Attachment 1).

GENERAL PLAN

The Planning Commission, in their recommendation to the City Council, found the ordinance amendment consistent with the following General Plan Policy:

Policy LAND-4.1: The City will encourage, through incentives, streamlining, flexible standards, and other means, development of employment-generating uses.

By removing the requirement that a variance must be approved or denied by the City Council, it in effect streamlines the variance process by eliminating a second public hearing, thereby allowing projects (home construction jobs) to move forward.

ENVIRONMENTAL DETERMINATION

The Ordinance regarding variances is not a project within the meaning of Section 15378 of the State CEQA Guidelines because it has no potential for resulting in a physical change in the environment, directly or ultimately. Therefore, no CEQA analysis of the ordinance is required.

FISCAL IMPACT

The ordinance amendment will require less staff time to process a variance because there will be one less public hearing involved, including the newspaper posting and the mailing of notices. Therefore, staff expects a small, but positive fiscal impact.

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 above action to modify the variance ordinance is not an objective of these goals.

ATTACHMENTS

1. Copy of Planning Commission Resolution 2016-003
2. Proposed Ordinance No. 2016-003

PLANNING COMMISSION

RESOLUTION NO. 2016-003

**RESOLUTION OF THE PLANNING COMMISSION OF THE CITY OF RIVERBANK
RECOMMENDING TO THE CITY COUNCIL THE APPROVAL OF AN ORDINANCE
AMENDING THE RIVERBANK MUNICIPAL CODE BY REPEALING IN ITS ENTIRETY
CHAPTER 153: VARIANCE OF TITLE XV: LAND USAGE
AND SUBSTITUTING IT WITH A NEW CHAPTER 153: VARIANCE**

WHEREAS, Pursuant to Riverbank Municipal Code Section 153.217 Variance, an application for a variance in the City of Riverbank is required to be heard in public hearing by the Planning Commission, which then makes recommendation to the City Council on approving or denying the variance during a second public hearing; and

WHEREAS, During the City Council's hearing on the last variance proposal, staff was questioned about the variance process and the need for a second public hearing; and

WHEREAS, Staff was then directed to work on an ordinance amendment to make the Planning Commission the deciding body on variances; and

WHEREAS, The Planning Commission held a public hearing on January 19, 2016, to consider said ordinance and take public comment pursuant to Section 153.232 (A); and

WHEREAS, The Planning Commission reviewed and considered, pursuant to the California Environmental Quality Act (CEQA), that the Ordinance regarding Variances is not a project within the meaning of Section 15378 (B)(5) of the State CEQA Guidelines because it has no potential for resulting in a physical change in the environment, directly or ultimately; and

WHEREAS, the proposed ordinance is consistent with the following aspect of the General Plan:

Policy LAND-4.1: The City will encourage, through incentives, streamlining, flexible standards, and other means, development of employment-generating uses. *By removing the requirement that a Variance must be heard by the Planning Commission and the City Council, the Council is in effect streamlining the variance process by allowing projects (home construction jobs) to avoid a second public hearing and move forward.*

NOW THEREFORE, BE IT RESOLVED by the City of Riverbank Planning Commission that Ordinance No. XXX-2016 is hereby recommended for approval to the City Council as illustrated in Exhibit A.

PASSED AND ADOPTED by the Planning Commission of the City of Riverbank at a regular meeting held on the 19th of January, 2016, by the following vote:

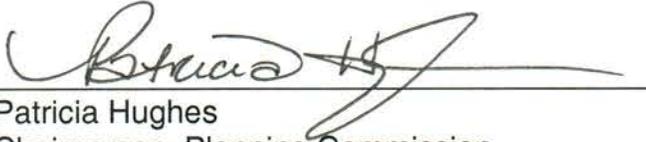
AYES: Chair Hughes, Commissioner's; McKinney, Stewart and Villapudua

NOES: None

ABSENT: None

ABSTAIN: None

Approved:



A handwritten signature in black ink, appearing to read 'Patricia Hughes', is written over a horizontal line.

Patricia Hughes
Chairperson, Planning Commission

Attest:



A handwritten signature in blue ink, appearing to read 'Donna M. Kenney', is written over a horizontal line.

Donna M. Kenney, Secretary
Planning and Building Manager

CITY OF RIVERBANK

ORDINANCE NO. 2016-003

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF RIVERBANK, CALIFORNIA, AMENDING THE RIVERBANK MUNICIPAL CODE BY REPEALING IN ITS ENTIRETY SECTION 153.217: VARIANCE AND SECTION 153.218: APPEALS OF CHAPTER 153: ZONING OF TITLE XV: LAND USAGE AND SUBSTITUTE IT WITH NEW SECTIONS 153.217 AND 153.218

WHEREAS, pursuant to Riverbank Municipal Code Section 153.217, Variance, an application for a variance is required to be heard in a public hearing by the Planning Commission, which then makes a recommendation to the City Council on approval or denial of the application during a second public hearing; and

WHEREAS, during a City Council public hearing to consider the Commission's recommendation on a variance application, City Council requested that such considerations for approval or denial of a variance be conducted by the Planning Commission; and

WHEREAS, staff was then directed to present an ordinance amendment to make the Planning Commission the deciding body for the approval or denial of a variance; and

WHEREAS, Chapter 153 of the Riverbank Municipal Code has provided the opportunity to appeal the Planning Commission's decision to the City Council; and

WHEREAS, the amendment of Section 153.218, Appeals, is made to include an appeal of a variance decision, and to clarify the process in which to request an appeal and provisions to set a City Council public hearing.

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

SECTION 1: Riverbank Municipal Code Section 153.217: Variance, of Chapter 153: Zoning, of Title XV: Land Usage shall be repealed in its entirety and replaced with a new Section 153.217: Variance, which shall read as follows:

§ 51.03 VARIANCE.

Each zoning district has specific development standards and a variance is a special request for the City to waive or alter one or more of those standards. When practical difficulties, unnecessary hardship and outcomes inconsistent with the general purpose of this title may result

from the strict application of certain provisions thereof, a variance may be granted as provided in this section except for uses not permitted by zoning district regulations.

(A) **Form.** An application for variance shall be made in writing on a form prescribed by the City and shall be accompanied by a filing fee (that is subject to change by City Council resolution) and statement, plans and evidence showing:

(1) Because of special circumstances applicable to the property including size, shape, topography, location or surroundings, the strict application of the zoning ordinance deprives the subject property of the privileges enjoyed by other properties in the vicinity and under identical zone classifications.

(2) The granting of the application is necessary for the preservation and enjoyment of substantial property rights of the petitioner and will not constitute a grant of special privileges.

(3) The granting of such application will not, under the circumstances of the particular case, materially adversely affect the health or safety of persons residing or working in the neighborhood of the property of the applicant and will not, under the circumstances of the particular case be materially detrimental to the public welfare or injurious to property or improvements in said neighborhood.

(B) **Public Hearing.** Whenever an application for a variance is submitted to the Planning Commission, the Planning Commission shall give notice of hearing thereof in the same manner and for the same period of time as required for use permits under Section 153.216(B) of this Title.

(C) **Action by the Planning Commission.** After the conclusion of the public hearing, the Planning Commission shall make a finding of facts indicating whether the circumstances enumerated in Division (A) hereof apply to the land, buildings or use for which a variance is sought. If the variance is in harmony with the general purpose of this title, it shall grant, by resolution, such variance.

The Planning Commission may impose such conditions in connection with the variance as it deems necessary to secure the purposes of this chapter and may require a bond guarantee or other assurances that such conditions are being or will be complied with.

(D) **Effect**

(1) No application for a variance which has been denied shall be resubmitted for a period of 1 year from the date of said order of denial became final, except on grounds of new evidence or proof of change of conditions found to be valid by the Planning Commission.

(2) Any variance granted shall be null and void 12 months from the date of final approval thereof unless prior to such expiration date, the property is being used as stated in the variance, or unless a valid building permit is in effect for the construction of buildings or

appurtenances to such variance. The Planning Commission may defer expiration of the variance for a period not exceeding one year upon receiving an application, in writing, by the owner of the property prior to expiration provided the conditions for granting the variance have not changed.

(E) The Planning Commission may revoke or modify the approval of a variance as indicated in Section 153.247 of this chapter.

SECTION 2: Riverbank Municipal Code Section 153.218: Appeals, of Chapter 153: Zoning, of Title XV: Land Usage shall be repealed in its entirety and replaced with a new Section 153.218: Appeals, which shall read as follows:

§ 153.218 APPEALS.

(A) The Planning Commission shall have the power to hear and decide appeals at a public hearing on the enforcement or interpretation of the provisions of this chapter.

(B) If an applicant or other aggrieved party is not satisfied with the action of the Planning Commission a request for an appeal to the City Council may be made within ten (10) days following the Planning Commission's action.

An *aggrieved party* is anyone who, in person or through a representative, presented testimony at a public hearing in connection with the decision being appealed, or who otherwise informed the city in writing of the nature of their concerns prior to the hearing.

(1) A request for an appeal, along with a filing fee (as set by City Council resolution) shall be made on a form provided by the City. If no form exists, a letter clearly identifying the action being appealed and the reasons for the appeal will be accepted.

(2) If an appeal request and filing fee is received by the City Clerk within ten (10) days following the Planning Commission's determination, the City Clerk shall:

(a) set a date for a City Council public hearing within sixty (60) days after the filing of an appeal request; and

(b) notify the applicant or aggrieved party by U.S. Postal Service not less than ten (10) days prior to the date set for the hearing (Notice by mail is deemed given on the date the notice is placed in the U.S. mail system.); and

(c) follow the same legal public notice requirements that were required for the noticing of the Planning Commission's public hearing to consider the matter; and

(d) give notice to the Community Development Director or his/her designee of such appeal; who shall submit a report to the City Clerk, setting forth the reasons for action taken by the Planning Commission prior to the appeal hearing.

(3) The City Council shall render its decision within thirty (30) days of said hearing.

(C) If the action by the Planning Commission is not appealed, the action becomes effective on the eleventh (11th) day following the date of the Planning Commission's action.

SECTION 3: This Ordinance shall become effective thirty (30) days from and after its final passage and adoption (_____), 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 April 12, 2016. 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 ___ day of _____, 2016; motioned by Councilmember _____, seconded by Councilmember _____; 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

Item 6.1

The agenda report will be available for public review prior to the April 12, 2016 City Council Meeting upon distribution to the majority of the City Council.

Item 6.2

The agenda report will be available for public review prior to the April 12, 2016 City Council Meeting upon distribution to the majority of the City Council.

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 6.3

SECTION 6: NEW BUSINESS

Meeting Date:	April 12, 2016
Subject:	Presentation by Neal Colwell of KSN Engineering Regarding Potential Production and Use of Recycled Water
From:	Jill Anderson, City Manager
Submitted by:	Michael Riddell, Public Works Superintendent

RECOMMENDATION

It is recommended that the City Council receive a presentation by Neal Colwell from KSN Engineering regarding the potential production and use of recycled water at the City's Wastewater Treatment Plant.

SUMMARY

In consideration of the ongoing drought, the Mayor, with support from the City Council, has asked for information on the potential for a recycled water project at the City's Wastewater Treatment Plant (WWTP). In order to evaluate the potential for a project, KSN Engineering, a firm that currently provides water and wastewater expertise to the City, was asked for a preliminary assessment of the potential for a project, including the possibility of partnerships with other municipalities.

STRATEGIC PLAN

This report has been prepared consistent with the City of Riverbank's Three-Year Goal to Improve and Maintain Infrastructure and Facilities.

FISCAL IMPACTS

None at this time.

ATTACHMENTS

The draft presentation is attached for your information.

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 6.4

SECTION 6: NEW BUSINESS

Meeting Date:	April 12, 2016
Subject/ Title:	Presentation Regarding Options for Becoming a Business- Friendly Community
From:	Jill Anderson, City Manager
Submitted by:	Debbie Olson, Executive Director, Local Redevelopment Authority Donna Kinney, Director of Community Development and Planning Marisela Garcia, Director of Finance

RECOMMENDATION

It is recommended that Riverbank City Council receive a presentation regarding ways in which the City is promoting a business-friendly environment and options for further development of a business-friendly City.

SUMMARY

The City Council will be led through a presentation and open discussion on what elements are common to the Cities regarded as business-friendly.

BACKGROUND

In October 2015, the City Council met to discuss and update the City's Strategic Goals & Objectives. One of the strategic elements put forth related to retaining and attracting businesses is to develop a business marketing action plan. Staff took this to mean provide action steps that would create a business-friendly environment and foster the reputation of a City where businesses want to locate and grow.

Staff researched the elements common to cities regarded as business friendly across the United States. Staff also looked at areas where Riverbank is succeeding in meeting business expectations. Additionally, staff created a list of areas that may be easily implemented toward the goal. Finally, staff looked at future steps that could be included when resources become available.

FINANCIAL IMPACT

There are no financial impacts to the General Fund associated with the presentation.

ALIGNMENT WITH THE STRATEGIC PLAN

The presentation is directly relates to the City's three-year goal to retain and attract business.

ATTACHMENT:

None.

RIVERBANK CITY COUNCIL AGENDA ITEM NO. 6.5

SECTION 6: NEW BUSINESS

Meeting Date:	April 12, 2016
Subject:	Report on Senate Bill 5 and Compliance with the Central Valley Flood Protection Plan
From:	Jill Anderson, City Manager
Submitted by:	John B. Anderson, Contract Planner

RECOMMENDATION

It is recommended that the City Council approve Option 4, presented in more detail later in this report, to defer the modeling and mapping obligation to when an identified project, which might be impacted by the 200 year flood elevation determination, is presented for consideration.

BACKGROUND

Recognizing the significance of flood risk in California and its negative consequences to public safety, economic development, and environmental stability, the California Legislature enacted six (6) interrelated bills in 2007 – Senate Bills 5 and 17, and Assembly Bills (AB) 5, 70, 162, and 156. These bills are commonly referred to as Senate Bill (SB) 5.

The 2007 California flood legislation package contained many provisions related to the requirements for incorporating flood risk considerations into land use planning and management. In summary, SB 5 requires that cities and counties within the Sacramento-San Joaquin Valley amend their general plans to include:

- The locations of SPFC facilities and areas protected by the facilities;
- Location of flood hazard zones; and
- Goals, policies, objectives, and feasible mitigation measures based on the data and analysis contained in the CVFPP for the protection of lives and property to reduce the risk of flood damage.

These Bills created the Central Valley Flood Protection Plan (CVFPP). The CVFPP identified six regions: Upper/Mid-Sacramento River, Feather River, Lower Sacramento/Delta North, Lower San Joaquin River/Delta South, Mid-San Joaquin River

and Upper San Joaquin River. The City of Riverbank falls under the Mid-San Joaquin River Region. The overall purpose of SB 5 was to strengthen the link between flood management and land use decisions at the local level. This law essentially requires cities and counties to incorporate flood risk considerations in to floodplain management and planning based on a 200 year flood plain protection as opposed to the traditional 100 year flood plain protection required by FEMA. A 200 year flood is a flood event that has a 1-in-200 chance (0.5%) of occurring in any given year.

SB 5 substantially limits the ability of urban communities to approve development projects (residential, commercial and industrial) after July 2016, unless:

- ✓ 200-year flood protection has been provided, or
- ✓ The community is making adequate progress toward achieving 200-year flood protection.

With this new higher standard for flood protection, the City is required by SB 5 to update the General Plan and Zoning Code to incorporate the requirements of SB 5 by July of 2016. Thereafter, without a finding of adequate 200-year flood protection, the City will be prevented from entering into Development Agreements, approving discretionary permits, approving ministerial permits for new residences or approving subdivision and parcel maps that would result in construction within urban and urbanizing areas. Also without the finding of adequate 200-year flood protection (mapping of 200 year flood zone) the City is required to fall back to the FEMA determination for a 500 year flood zone for any new construction within the affected area (please see the attached map as Attachment A).

This is yet another example of an unfunded mandate by the State of California. General compliance with SB 5 is a laborious process. It is presumed that each jurisdiction will be required to define the physical flood elevations affected by the new legislation. The State Department of Water Resources (DWR) has in our opinion performed the bare minimum as is required by the law and has consequently transferred their obligation to local governments for interpretation and implementation.

ANALYSIS

There are two (2) parts to compliance with SB 5. Over the past year research has been conducted on the best approach for the City of Riverbank to comply with provisions of SB 5.

First, the City is under the obligation to process a modification to the Riverbank General Plan's Safety Element to incorporate the provisions of SB 5 as well as modify the City's Zoning Ordinance to insert language concerning the SB 5 and the policy provisions added to the General Plan Safety Element. The state has imposed a deadline for these changes of July 1, 2016. Staff has been actively engaged in compliance efforts associated with SB 5 and has therefore processed the required General Plan

amendment through the City Council who officially took action on July 28, 2015. City staff has delayed the processing of the associated Zoning Text Amendments in light of the discussion below and a determination by the Council on the appropriate processing option. Once the City Council gives staff direction we will continue to process the Zoning Text Amendment to implement the General Plan Policies previously adopted.

Second, the City of Riverbank is under obligation to consider the physical effects of the 200 year flood possibility on the City. In this regard, essentially four (4) options for compliance were explored by staff in coordination with the adjacent Cities of Ripon and Oakdale both of which are affected by the river flows associated with the Stanislaus River.

Option 1

Option 1 would include the development of a “Decision Tree” to help guide the City of Riverbank with planning efforts that aim to comply with SB 5. The essence of this strategy is that the Urban Level of Protection (ULOP) states that if an area of the community has or will have a population of 10,000 within 10 years, then a ULOP finding is required. The strategy with this option would be to divide the City of Riverbank into hydrologically separable “areas of the community”, and that the most flood prone areas of the community would fall below the 10,000 population threshold. This would mean that all decisions would likely only require FEMA compliance rules, which the City is already adept at administering.

This strategy does come with some risk to the City. This approach is based on an interpretation of SB 5’s intent and has yet to be challenged or vetted out in court. It is the opinion of the Christopher Neudeck of Kjeldsen, Sinnock & Neudeck, Inc (KSN) that a community can be divided into separable “flood areas of the community” based on topographic relief. While this approach appears sound and reasonable it has yet to be vetted with the Resource agencies and has inherent risk. We are of the opinion that SB 5 will be enforced similar to CEQA, in that each community must make findings which are subject to citizen, stakeholder and special interest lawsuits as a mechanism for challenge. No State or Federal agency has superior decision authority of veto authority over a local agency’s decision so therefore interpretation of compliance falls to the courts. KSN, the consultant with the most knowledge with SB 5, is of the opinion that the “Decision Tree” approach is sound, however it is subject to legal challenge. So as with other CEQA documents and processes, the consultants cannot guarantee that this approach will prevail in a legal challenge.

This option provided by (KSN) together with Peterson Brustad, Inc. (PBI) was available to the City of Riverbank as a one third share of a larger contract leaving Riverbank with a share costs of \$13,167. On March 8, 2016, the City Council of Ripon chose to pursue a definitive process of Modeling and Mapping the 200- year flood prone areas of their City at costs of \$25,347. This means that if Riverbank wishes to proceed with the “Decision Tree” process an agreement will need to be reached with Oakdale to share

the \$39,500 costs or \$19,750 per share. Staff is not recommending this option. (KSN proposal is attached as Attachment B.)

Option 2

Option 2 would include modeling and mapping of the 200 year flood plain, in greater detail than provided by the DWR in compliance with SB 5. This approach provides less exposure for the City. By modeling and mapping the 200-year flood plain for the City of Riverbank, future decisions regarding development in and around the 200 year boundary become somewhat black and white. No development would be allowed within the 200 year flood plain unless a project applicant can show and/or prove that they have built up their project elevation to remove it from the 200 year flood plain. This option provided by Peterson, Brustad, Inc (PBI) is available to the City of Riverbank for \$35,797 and is attached to this staff report as Attachment C. This effort is more time consuming than the Ripon proposal which is why the proposed costs are higher than those suggested for Ripon. Staff is not recommending this option.

Option 3

Option 3 would include a combined modeling and mapping effort of the 200 year flood plain with the City of Riverbank. The modeling effort is very similar for both Cities as it involves river flow projections of the Stanislaus River. This option provided by Peterson, Brustad, Inc (PBI) is available to both the City of Oakdale and Riverbank for \$41,668 and is attached to this staff report as Attachment D. The City of Riverbank's share of this expense would be \$20,834. Staff is not recommending this option.

Option 4

Option 4 would be to defer the modeling and mapping obligation to the when an identified project, which might be impacted by the 200 year flood elevation determination, is presented for consideration. This option would transfer the implied costs associated with the modeling and mapping effort to a project proponent who wishes to pursue a development project in any area subject to the 500 year flood zone.

At this time, staff is recommending approval of Option 4 to defer modeling and mapping of the 200-year Flood Plain to future development in areas identified within the 500-year flood plain to preserve vital General Fund revenues to be used to meet current City obligations.

LEGAL OPINION

As noted in this report, SB 5 establishes numerous mandates on local government. A brief summary of those mandates, and the City's compliance with such mandates, is as follows:

(1) General Plan Amendment. Cities within the Sacramento-San Joaquin Valley drainage areas are required to amend their general plans within 24 months of the adoption of the Central Valley Flood Protection Plan, to incorporate goals, policies and feasible mitigations that will reduce the risk of flood damage. (See Gov. Code § 65302.9)

City Compliance: As noted above, the City amended its General Plan in July 2015 to incorporate numerous goals, policies and mitigations into its Public Safety Element to address flood risks, in order to comply with SB 5. In relevant part, the City will require any public facilities and critical facilities (e.g., hospitals, emergency command centers, communication facilities, fire stations, and police stations) in the 100- and 200-year flood zones to be flood-proofed and be designed to mitigate potential flood risk to ensure functional operation during a flood event (Policy SAFE-1.7), and the City will not allow the development of housing in the 100- and 200-year floodplain, and may permit placement of nonresidential improvements within the 100- and 200-year floodplain under a very limited set of circumstances.... (Policy SAFE-1.6)

(2) Zoning Code Amendment. Within 12 months of amending its general plan, each city must amend its zoning code to conform to the new general plan provisions for mitigating and addressing flood risks as required under SB 5.

City Compliance: The City Council is being asked to amend the City's zoning ordinance in accordance with the above and other provisions enacted by the July 2015 General Plan amendment. This action is to be completed by July of 2016. Staff anticipates this matter being brought before the Planning Commission in May and the City Council in June of 2016.

(3) Substantive Limits to Discretionary Entitlements. Once the General Plan and zoning ordinance amendments are in place, the City will be prohibited from adopting a development agreement (Gov. Code § 65865.5), discretionary housing permit (Gov. Code 65962), or subdivision map (Gov. Code § 66474.5) unless it makes certain findings that the development is not located in a 200 year flood zone, or if it is located in such zone, that adequate protection is provided by the State Plan of Flood Control or the City has imposed conditions that will address risks to human life at that development from a 200 year flood.

City Compliance: This report notes several options that have been proposed by engineering consultants for the City to perform mapping of the contours of the 200 year flood zone. Mapping of the 200 year flood zone is required to justify with substantial evidence the findings that must be made in compliance with SB 5.

The levees along the City of Riverbank do not appear to be part of the State Plan of Flood Control and are therefore not subject to DWR mapping requirements. In order to meet the requirements of SB 5, the City should allow no development in any area subject to the 500 year flood risk, unless the project proponent can illustrate that the risks of a 200-year flood have been effectively mitigated. Effective mitigation can be

shown by providing detailed maps of the 200 year flood risk to illustrate that the project is not subject to SB 5, or by proposing project-specific mitigation measures to reduce risks of a 200 year flood.

This approach will allow the City to prohibit development in the 500 year flood zones, unless a project proponent can provide substantial evidence in compliance with SB 5 that such development should be allowed.

The City's wastewater treatment center may be located in the 500-year flood zone. Therefore, if the City proposes to expand its existing treatment facility, the City will be required to perform site-specific mapping to determine the extent to which any future expansion would be subject to flood risks from a 200 year flood. If the proposed expansion falls within the 200 year flood zone, additional mitigation will be necessary to reduce risks associated with the 200 year flood, or the expansion will need to be re-envisioned in an area that is not subject to a 200 year flood risk.

FINANCIAL IMPACT

Action to implement SB5 requires additional staff time, but is part of the current General Planning Services contract with JB Anderson Planning. No additional appropriation of General Fund revenue is necessary to satisfy SB 5.

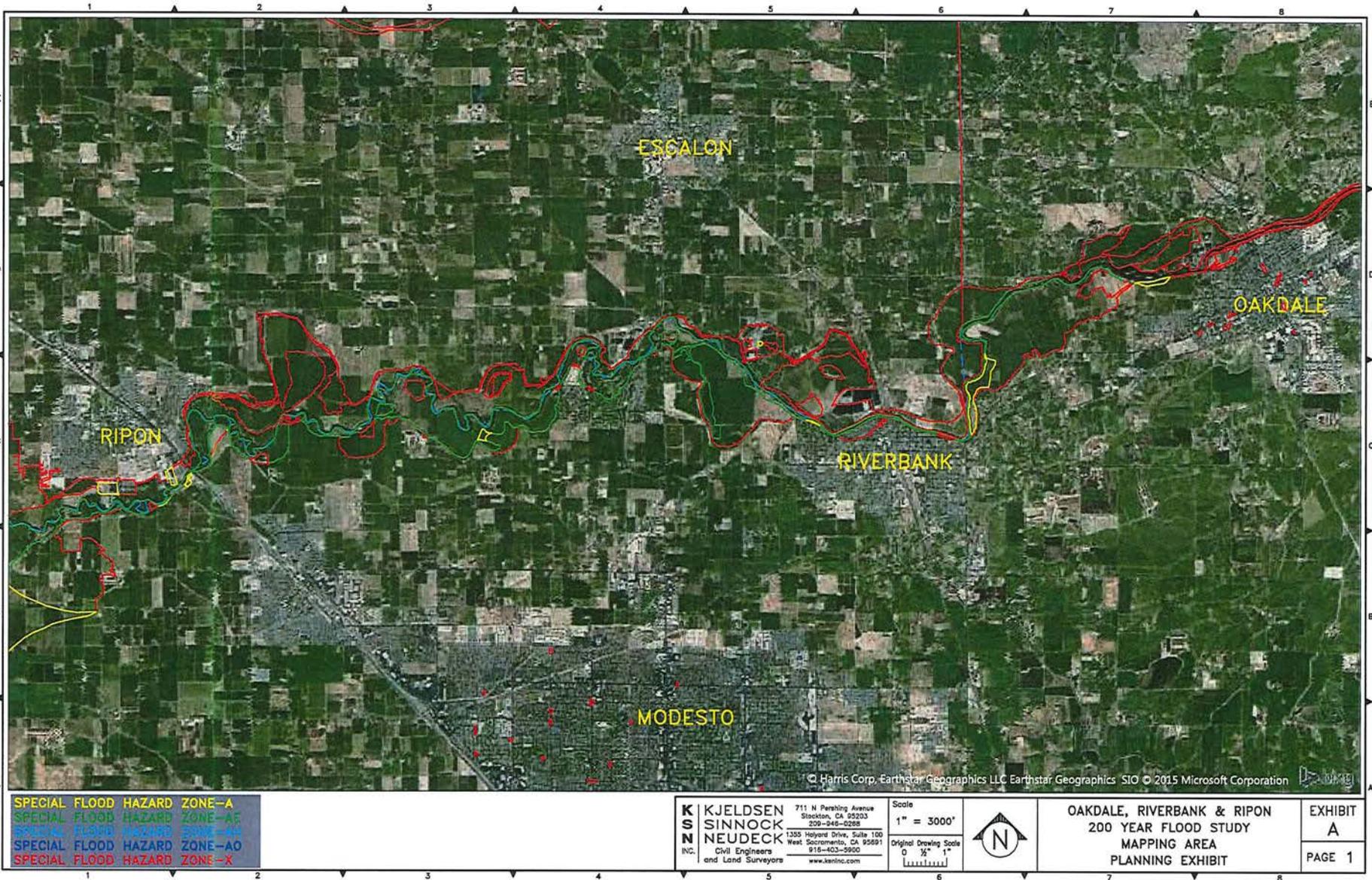
STRATEGIC GOALS

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 proposed actions associated with implementation with SB 5 are not part of these goals; however, it is critical that we consider the City's legal obligations to be consistent with the City's mission to provide exceptional municipal services in a fiscally sound and professionally responsible manner for our community.

ATTACHMENTS

- Attachment A – FEMA 100 and 500 year Flood Plain Mapping.
- Attachment B – KSN Proposal for a “Decision Tree” matrix dated July 22, 2015.
- Attachment C – PBI Proposal dated February 9, 2016 – Riverbank Only.
- Attachment D – PBI Proposal dated February 8, 2016 – Riverbank and Oakdale.

FILE: S:\CD\1\0115_2015_Proposal\0130_018K_200_Year_Flood_Slides\04_Research\100_GIS_Data\150124_Preliminary.dwg
 PLOT DATE: Jun 18, 2015 - 9:00am



SPECIAL FLOOD HAZARD ZONE-A
SPECIAL FLOOD HAZARD ZONE-AE
SPECIAL FLOOD HAZARD ZONE-AH
SPECIAL FLOOD HAZARD ZONE-AO
SPECIAL FLOOD HAZARD ZONE-X

K S N
KJELDEN SINNOCK NEUDECK
 INC. Civil Engineers and Land Surveyors
 711 N. Pershing Avenue
 Stockton, CA 95203
 209-246-0268
 1355 Holyard Drive, Suite 100
 West Sacramento, CA 95691
 916-402-2900
 www.ksninc.com

Scale
 1" = 3000'
 Original Drawing Scale
 0 1/2" = 1"



OAKDALE, RIVERBANK & RIPON
200 YEAR FLOOD STUDY
MAPPING AREA
PLANNING EXHIBIT

EXHIBIT
A
PAGE 1

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 PLOT DATE: Jun 19, 2015 - 8:10am

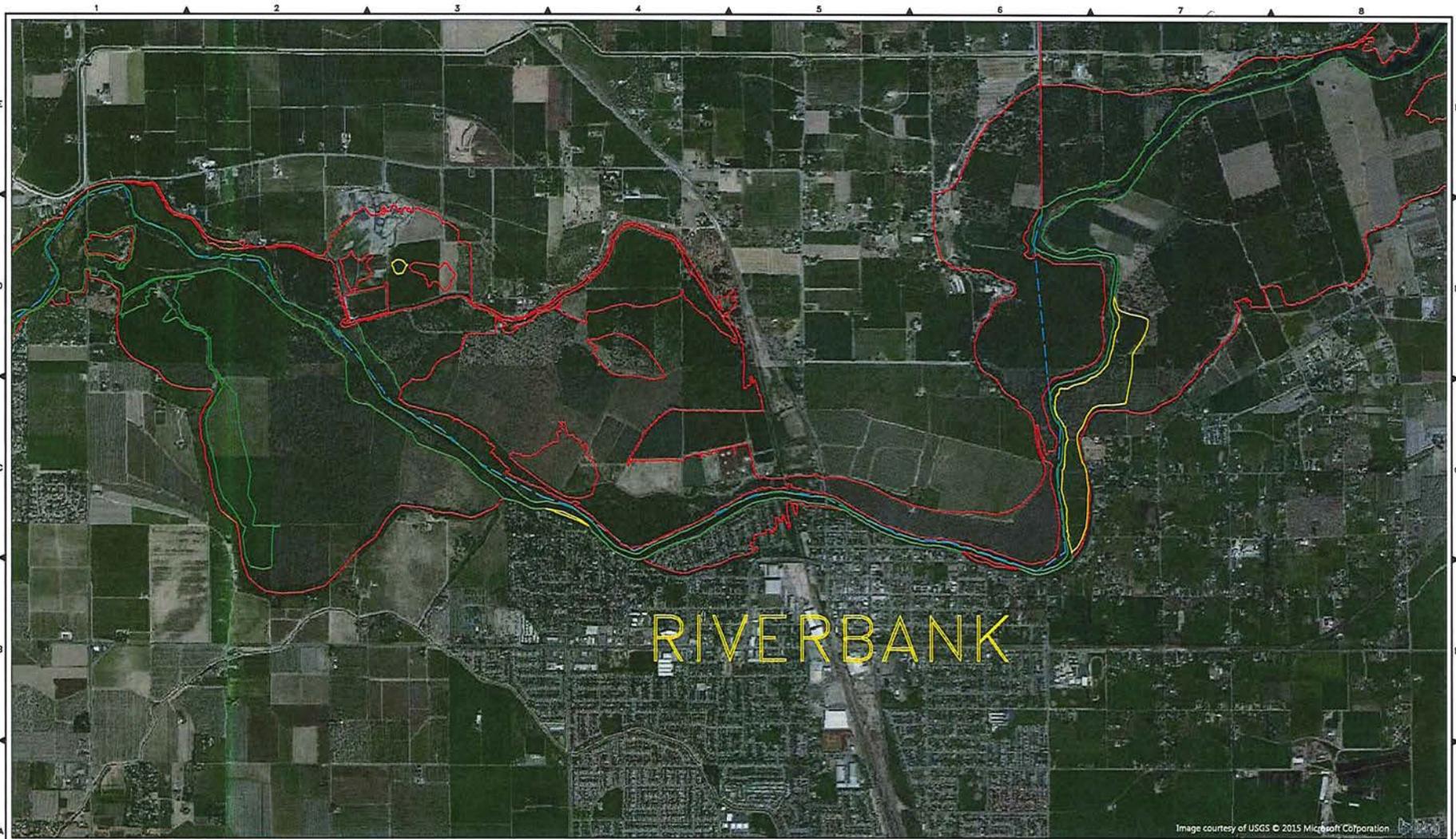


Image courtesy of USGS © 2015 Microsoft Corporation

SPECIAL FLOOD HAZARD ZONE-A
SPECIAL FLOOD HAZARD ZONE-AE
SPECIAL FLOOD HAZARD ZONE-AW
SPECIAL FLOOD HAZARD ZONE-AO
SPECIAL FLOOD HAZARD ZONE-X

K S KJELDEN
S S SINNOCK
N N NEUDECK
 INC. Civil Engineers
 and Land Surveyors
 www.kaninc.com

711 N Pershing Avenue
 Stockton, CA 95203
 209-946-0266

1355 Hayard Drive, Suite 100
 West Sacramento, CA 95691
 916-403-5900

Scale
 1" = 1000'
 Original Drawing Scale
 0 1/2 1"



OAKDALE, RIVERBANK & RIPON
 200 YEAR FLOOD STUDY
 MAPPING AREA
 PLANNING EXHIBIT

EXHIBIT
 A
 PAGE 3

July 22, 2015

ADVANCE EMAIL

John@jbandersonplanning.com

John B. Anderson
J.B. Anderson Land Use Planning
139 S. Stockton Avenue
Ripon, CA 95366

Re: City of Oakdale, City of Riverbank, and City of Ripon
Senate Bill 5 (200 Year) Compliance Process

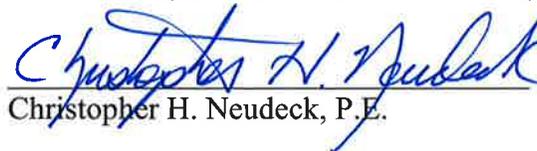
Dear John,

Kjeldsen, Sinnock & Neudeck, Inc. (KSN) together with Peterson Brustad, Inc. (PBI) are pleased to submit herewith our proposed approach to assisting the City of Riverbank, City of Oakdale and City of Ripon with developing a process to comply with SB 5. KSN will serve as the prime consultant for the project and retain PBI as subconsultant. KSN will not mark up PBI's labor on its invoice to the City.

In general the approach includes preparing a "decision tree" and mapping designated "areas of community" to help guide local officials with planning efforts that aim to comply with SB 5. Existing LiDAR data, photography, and parcel data will be used to determine the most suitable designated "areas of community". A maximum of three on-site meetings are anticipated with all parties participating.

We appreciate the opportunity to submit this proposal and we look forward to working with you on this project. If you should have any questions regarding this proposal, or if you should require additional information, please call me at (209) 946-0268.

Sincerely,
KJELDEN, SINNOCK & NEUDECK, INC.


Christopher H. Neudeck, P.E.

w/enclosures

cc: David Peterson (w/encls)

**City of Oakdale, City of Riverbank, and City of Ripon
Senate Bill 5 (200 Year) Compliance Process Development (SB5)**

**Kjeldsen, Sinnock & Neudeck, Inc. and Peterson Brustad Inc.
Scope of Services
July 20, 2015**

Introduction:

SB 5 impacts cities and counties within the 200 year flood plain in the California Central Valley. By no later than July 2016, General Plans and Zoning Ordinances must be updated to reflect new requirements from the package of laws passed with SB 5, plus the 2012 Central Valley Flood Protection Plan, and then permitting and development restrictions take effect in July of 2017 for affected cities and counties. The Urban Levee Design Criteria (ULDC) and Urban Level of Flood Protection (ULOP) requirements developed pursuant to SB 5 pose onerous “finding” requirements on local land-use authorities, which can make achieving an ULOP in many developed areas particularly difficult.

For these reasons, it is critical that community planning officials and development community representatives take the critical next steps to be in compliance with SB 5 in order to minimize the impact on local economies and the overall economy of the Central Valley.

The team of KSN and PBI have a strategy for the communities of Riverbank, Ripon, and Oakdale which will streamline compliance with SB 5 at very little cost. However, an important caveat is in order. SB 5 will be enforced similar to CEQA, in that communities make findings which are subject to citizen and stakeholder lawsuits as a mechanism of challenge. No State or Federal agency has superior decision authority or veto authority over a local agency’s decision; it falls to the courts. So although we feel our approach to compliance is sound, it is subject to legal challenge. So as with CEQA documents and processes, we cannot guarantee that this approach will prevail in a legal challenge.

The essence of the strategy is this: the Urban Level of Protection (ULOP) essentially states that if ‘an area of the community’ has, or will have a population of 10,000 within 10 years, then a ULOP finding is required. And ULOP findings are not needed if the area is not within a 500-yr floodplain, 200-yr flood depths are less than 3’, or if flooding sources have a drainage area of less than 10 square miles. If a ULOP finding is not required, then a 100-yr finding consistent with FEMA processes and procedures is required. We believe that for each of the 3 communities, a map can be prepared which divides the communities into hydrologically separable “areas of the community”, that the most flood prone areas of the community will fall below the 10,000 population threshold, and that the other areas will fall below one of the other thresholds. This means that all decisions will likely only require FEMA compliance rules, which all 3 communities are adept at administering.

Our approach will be to develop a narrative and flowchart that can be used by planning staffs of the 3 agencies, and 3 maps dividing the 3 SOIs into ‘areas of the community’ with appropriate population projections. These items are intended to be used by planning staffs of the 3 agencies, when presented with one of the land use decisions referenced in SB 5.

Task No. 1 – Developing Planning Guidance

A brief narrative and decision flowchart will be prepared to assist planning staff in making SB 5 findings. It will take the planner to the point of finding that FEMA standards and procedures apply, but will not restate FEMA standards or procedures. It is assumed that the communities will maintain separate documentation and training for the FEMA NFIP. The intent is that planners will document each decision for the record using the guidelines presented, and will make public those decisions per ULOP guidelines.

Discussion and guidance will be required from the cities to confirm how to handle borderline cases: shallow flooding, bisected parcels, elevation requirements, etc. This will be done in meetings scoped under task 4.

Task No. 2 – Develop ‘Areas of the Community’ Maps

The spheres of influence of each of the 3 cities will be divided into hydrologically separable areas; meaning, areas of distinct hydrologic risk. For instance, areas between the river bluffs may be considered separable because it represents deep flooding from the river watershed. And areas on top of the bluffs may still be subject to shallow or local flooding, and therefore maybe classified as a separate hydrologic risk area. Population projections for each of the areas will be prepared, including existing, 10 yr hence, and 20 yr hence projections.

Task No. 3 – Critical Infrastructure

FEMA guidelines call for critical infrastructure to be protected from, or located outside 500 yr floodplains. This requirement has been loosely administered by communities nationwide. The KSN/PBI team feel that recent flooding events and executive orders have day lighted the importance of maintaining a higher standard for critical infrastructure. This task will include preparation of additional guidance for critical infrastructure, along with a partial listing of the types of things that constitute critical infrastructure; basically, elements that must remain in service and/or cannot be effectively evacuated during a major flood event: water, wastewater, power, and communications services, major evacuation routes, confined populations (hospitals, jails), command and control, law enforcement, health and safety, and emergency response.

Task No. 4 – Meetings

Three on-site meetings have been included in the scope and budget; we assume 3 combined meetings with staff of the 3 cities. Additional meetings with staff, stakeholders, or policy makers will be on a time and materials basis.

Fee Estimate

The KSN/PBI Team proposes to provide the above described scope of work on a time and materials bases, for a total not to exceed fee broken down by task as follows:

Task No. 1 – Developing Planning Guidance	\$ 12,500.00
Task No. 2 – Develop ‘Areas of the Community’ Maps	\$ 14,500.00
Task No. 3 – Critical Infrastructure	\$ 2,500.00
Task No. 4 – Meetings	\$ 10,000.00
Total Not to Exceed Fee	\$39,500.00



February 9, 2016

Mr. John Anderson
J.B. Anderson Land Use Planning
139 S. Stockton Avenue
Ripon, CA 95366

Subject: Proposal – City of Riverbank 200-year Flood Mapping

Dear John,

This letter represents our proposal to provide 200-year flood mapping services for the City of Riverbank.

The flood mapping would be accomplished through hydraulic modeling of the Stanislaus River. The Department of Water Resources (DWR) Central Valley Floodplain Evaluation and Delineation (CVFED) program has already developed a hydraulic model for the Lower San Joaquin River basin which PBI has reviewed and modified for the areas downstream of the Stanislaus River. The existing model ends 2 miles downstream of Highway 99 on the Stanislaus River and will need to be extended approximately 18 miles further upstream on the Stanislaus River to cover the Riverbank area of interest.

The following scope of work includes updating and running a hydraulic model to analyze a 200-year overbank flooding scenario on the Stanislaus River and mapping the 200-year floodplain for the City of Riverbank.

It should be noted that other communities along the Stanislaus River are proposing to conduct the same modeling exercise. However, for the purposes of this scope and the cost estimate that is presented in Attachment 1, it is assumed that Riverbank is the only community pursuing this analysis and there is no cost sharing or coordination with other communities.

Scope of Analysis

1. HEC-RAS Model Development

It is assumed that PBI will use the HEC-RAS model described above as the base model for this analysis. The existing HEC-RAS model includes the Stanislaus River, but the river extents end approximately 2 miles downstream of Highway 99. The model will therefore be updated and the Stanislaus River will be extended upstream so that it sufficiently covers the City of Riverbank area of interest.

Model cross sections will be placed roughly 1,000 feet apart near cities and channel transitions, but the area between Highway 99 and Riverbank can be more coarsely defined with cross sections placed about every mile. This task includes addition of 35 cross sections to the CVFED HEC-RAS model. High resolution topographic data (CVFED LiDAR data) will be used in cutting cross sections to represent channel geometry. Manning's n values will be assigned to each cross section based on review of aerial photographs and a field visit.

There are also 8 bridge decks that cross the Stanislaus River between Highway 99 and City of Riverbank. Bridges will be coded into the model and bridge geometry will be based on LiDAR data and hand measurements taken during field visits. No field surveying is contemplated.

Two (2) field visits are included in the scope for the purpose of gathering necessary data for model setup.

The model will be coded with 200-year hydrology. Hydrology will be taken from the Central Valley Hydrology Study (CVHS).

*Note: An initial investigation will be conducted to determine if any other significant upstream flooding is expected to impact the City of Riverbank. If flooding sources other than the Stanislaus River look like they may impact the City, additional scope will be required to analyze and map these sources.

2. HEC-RAS Simulation

The HEC-RAS model will be run with the parameters described above to analyze 200-year overbank flooding along the Stanislaus River and adjacent to the City of Riverbank. One (1) model simulation is expected for this task. Results will then be extracted to GIS format for mapping.

*Note: This scope of work assumes that all flooding comes from bank overtopping in a non-leveed reach of the Stanislaus River.

3. Floodplain Mapping

HEC-RAS water surfaces will be projected into a GIS-based map and underlying topography (CVFED LiDAR data) will be used to map the extents and depths of the 200-year floodplain. Maps will include distinction between flood depths that are greater than vs. less than 3 feet.

4. Reporting

A final Technical Memorandum will be provided and will detail all procedures and assumptions used in the analysis.

Deliverables: Electronic copy of the final technical memorandum and 200-year floodplain map.

Fee

The scope of work described above will be completed for a not-to-exceed fee of \$35,797 as outlined in Attachment 1.

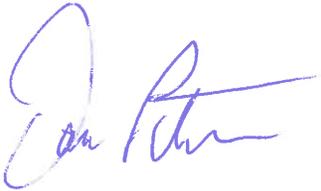
One (1) meeting and two (2) field visits are included in the scope. If additional meetings, field reviews, or analyses beyond the stated scope of work are required, additional budget may be required.

Schedule

The tasks will be completed within 10 weeks of the notice to proceed.

Please don't hesitate to call if you have any questions or would like to discuss this proposal.

Sincerely,



Dave Peterson, P.E.
Principal
916-608-2212 ext. 122
dpeterson@pbieng.com



Mike Rossiter, P.E.
Project Manager
916-608-2212 ext. 127
mrossiter@pbieng.com

ATTACHMENT 1:
PROJECT BUDGET

**City of Riverbank
200-year Floodplain Mapping
Estimated Work Effort and Cost
Peterson Brustad, Inc.**

<i>Task No.</i>	<i>Task Description</i>	<i>Principal in Charge</i>	<i>Project Manager 1</i>	<i>Staff Engineer 2</i>	<i>Administrative 4</i>	<i>PBI Labor</i>	<i>Total PBI Labor (\$)</i>	<i>PBI Expenses (\$)</i>	<i>Total Cost (\$)</i>
	2016 Rates	\$ 240.00	\$ 175.00	\$ 127.00	\$ 88.00				
Task 1 - HEC-RAS Model Development									
1.1	Extend Model with 35 Cross Sections	1	16	40		57	\$8,120	\$812	\$8,932
1.2	Code 8 Bridges into Model	1	16	40		57	\$8,120	\$812	\$8,932
1.3	Code 200yr Hydrology into Model	1	4	12		17	\$2,464	\$246	\$2,710
1.4	Code Downstream Boundaries into Model	1	1	2		4	\$669	\$67	\$736
	Subtotal Task 1	4	37	94	0	135	\$19,373	\$1,937	\$21,310
Task 2 - HEC-RAS Simulation									
2.1	One (1) HEC-RAS Simulation		1	2		3	\$429	\$43	\$472
2.2	Export HEC-RAS Results to GIS		1	2		3	\$429	\$43	\$472
	Subtotal Task 2	0	2	4	0	6	\$858	\$86	\$944
Task 3 - Floodplain Mapping									
3.1	Creating 200-year Floodplain Maps in GIS	1	4	16		21	\$2,972	\$297	\$3,269
	Subtotal Task 3	1	4	16	0	21	\$2,972	\$297	\$3,269
Task 4 - Reporting									
4.1	Technical Memorandum	4	4	24	2	34	\$4,884	\$488	\$5,372
	Subtotal Task 4	4	4	24	2	34	\$4,884	\$488	\$5,372
Task 5 - Project Management and Meetings									
5.1	Project Management	8	4		2	14	\$2,796	\$280	\$3,076
5.2	One (1) Meeting	4	4			8	\$1,660	\$166	\$1,826
	Subtotal Task 5	12	8	0	2	22	\$4,456	\$446	\$4,902
	COLUMN TOTALS	21	55	138	4	218	\$32,543	\$3,254	\$35,797

TOTAL COST	\$35,797
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ATTACHMENT 2:
PBI 2016 STANDARD RATE SCHEDULE

2016 STANDARD RATE SCHEDULE *

Position	Description	Hourly Billing Rate
E9	Principal Engineer	\$240
E8	Project Manager 3	\$210
E7	Senior Engineer 2 Project Manager 2	\$190
E6	Senior Engineer 1 Project Manager 1	\$175
E5	Project Engineer 3	\$165
E4	Project Engineer 2	\$155
E3	Project Engineer 1	\$145
E2	Staff Engineer 2	\$127
E1	Staff Engineer 1	\$110
T4	Technician 4	\$122
T3	Technician 3	\$110
T2	Technician 2	\$93
T1	Technician 1	\$83
A4	Administrative 4	\$88
A3	Administrative 3	\$78
A2	Administrative 2	\$66
A1	Administrative 1	\$56

Expenses

- **At cost plus 10% for outside printing, plotting, copying, travel, subconsultants, and outside services and charges**
- **At 5% of Labor for in-house expenses including telephone, computer, and incidental copying and printing**
- **Auto mileage per current Federal Rates**

*** Rates will be modified January 1 of each year.**



February 8, 2016

Mr. John Anderson
J.B. Anderson Land Use Planning
139 S. Stockton Avenue
Ripon, CA 95366

Subject: Proposal – Cities of Riverbank & Oakdale 200-year Flood Mapping

Dear John,

This letter represents our proposal to provide 200-year flood mapping services for the Cities of Riverbank and Oakdale.

The flood mapping would be accomplished through hydraulic modeling of the Stanislaus River. The Department of Water Resources (DWR) Central Valley Floodplain Evaluation and Delineation (CVFED) program has already developed a hydraulic model for the Lower San Joaquin River basin which PBI has reviewed and modified for the areas downstream of the Stanislaus River. PBI has proposed extending the model on the Stanislaus River up to 2 miles east of Highway 99 under contract to the City of Ripon. Assuming that the Ripon contract is approved and that Ripon approves the release of the extended model to the Cities of Riverbank and Oakdale, PBI will need to extend the model approximately 20 miles further upstream on the Stanislaus River to cover the Riverbank and Oakdale areas of interest.

The following scope of work includes updating and running a hydraulic model to analyze a 200-year overbank flooding scenario on the Stanislaus River and mapping 200-year floodplains for the Cities of Riverbank and Oakdale.

Scope of Analysis

1. HEC-RAS Model Development

It is assumed that PBI will use the HEC-RAS model described above as the base model for this analysis. The existing HEC-RAS model includes the Stanislaus River, but the river extents end approximately 2 miles downstream of Highway 99. The model will therefore be updated and the Stanislaus River will be extended upstream so that it sufficiently covers the Cities of Riverbank and Oakdale areas of interest.

Model cross sections will be placed roughly 1,000 feet apart near the Cities, but the area between Highway 99 and Riverbank can be more coarsely defined with cross sections placed about every mile. This task includes addition of 50 cross sections to the CVFED HEC-RAS model. High resolution topographic data (CVFED LiDAR data) will be used in cutting cross sections to represent channel geometry. Manning's n values will be assigned to each cross section based on review of aerial photographs and a field visit.

There are also 10 bridge decks that cross the Stanislaus River between Highway 99 and City of Oakdale. Three (3) of these bridge decks are presumed to already be coded into the model from the City of Ripon study. The remaining 7 bridge decks will be coded into the model for the Riverbank and Oakdale studies. Bridge geometry will be based on LiDAR data and hand measurements taken during field visits. No field surveying is contemplated.

Two (2) field visits are included in the scope for the purpose of gathering necessary data for model setup.

The model will be coded with 200-year hydrology. Hydrology will be taken from the Central Valley Hydrology Study (CVHS).

*Note: An initial investigation will be conducted to determine if any other significant upstream flooding is expected to impact the Cities of Riverbank and Oakdale. If flooding sources other than the Stanislaus River look like they may impact the Cities, additional scope will be required to analyze and map these sources.

2. HEC-RAS Simulation

The HEC-RAS model will be run with the parameters described above to analyze 200-year overbank flooding along the Stanislaus River and adjacent to the Cities of Riverbank and Oakdale. One (1) model simulation is expected for this task. Results will then be extracted to GIS format for mapping.

*Note: This scope of work assumes that all flooding comes from bank overtopping in a non-leveed reach of the Stanislaus River.

3. Floodplain Mapping

HEC-RAS water surfaces will be projected into a GIS-based map and underlying topography (CVFED LiDAR data) will be used to map the extents and depths of the 200-year floodplain. Maps will include distinction between flood depths that are greater than vs. less than 3 feet.

4. Reporting

A final Technical Memorandum will be provided and will detail all procedures and assumptions used in the analysis.

Deliverables: Electronic copy of the final technical memorandum and 200-year floodplain map.

Fee

The scope of work described above will be completed for a not-to-exceed fee of \$41,668 as outlined in Attachment 1.

Flood mapping for the Cities of Riverbank and Oakdale require the same modeling effort and therefore the scopes were combined for efficiency purposes. It is assumed that this fee can be cost shared between the Cities.

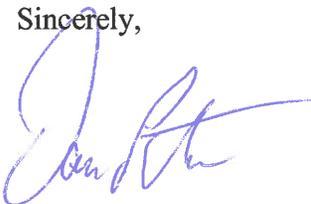
One (1) meeting and two (2) field visits are included in the scope. If additional meetings, field reviews, or analyses beyond the stated scope of work are required, additional budget may be required.

Schedule

The tasks will be completed within 10 weeks of the notice to proceed.

Please don't hesitate to call if you have any questions or would like to discuss this proposal.

Sincerely,



Dave Peterson, P.E.
Principal
916-608-2212 ext. 122
dpeterson@pbieng.com



Mike Rossiter, P.E.
Project Manager
916-608-2212 ext. 127
mrossiter@pbieng.com

ATTACHMENT 1:
PROJECT BUDGET

**Cities of Riverbank & Oakdale
200-year Floodplain Mapping
Estimated Work Effort and Cost
Peterson Brustad, Inc.**

<i>Task No.</i>	<i>Task Description</i>	<i>Principal in Charge</i>	<i>Project Manager 1</i>	<i>Staff Engineer 2</i>	<i>Administrative 4</i>	<i>PBI Labor</i>	<i>Total PBI Labor (\$)</i>	<i>PBI Expenses (\$)</i>	<i>Total Cost (\$)</i>
	2016 Rates	\$ 240.00	\$ 175.00	\$ 127.00	\$ 88.00				
Task 1 - HEC-RAS Model Development									
1.1	Extend Model with 50 Cross Sections	1	20	50		71	\$10,090	\$1,009	\$11,099
1.2	Code 7 Bridges into Model	1	16	35		52	\$7,485	\$749	\$8,234
1.3	Code 200yr Hydrology into Model	1	4	12		17	\$2,464	\$246	\$2,710
1.4	Code Downstream Boundaries into Model	1	1	2		4	\$669	\$67	\$736
	Subtotal Task 1	4	41	99	0	144	\$20,708	\$2,071	\$22,779
Task 2 - HEC-RAS Simulation									
2.1	One (1) HEC-RAS Simulation		1	2		3	\$429	\$43	\$472
2.2	Export HEC-RAS Results to GIS		1	4		5	\$683	\$68	\$751
	Subtotal Task 2	0	2	6	0	8	\$1,112	\$111	\$1,223
Task 3 - Floodplain Mapping									
3.1	Creating 200-year Floodplain Maps in GIS	1	8	32		41	\$5,704	\$570	\$6,274
	Subtotal Task 3	1	8	32	0	41	\$5,704	\$570	\$6,274
Task 4 - Reporting									
4.1	Technical Memorandum	4	4	32	2	42	\$5,900	\$590	\$6,490
	Subtotal Task 4	4	4	32	2	42	\$5,900	\$590	\$6,490
Task 5 - Project Management and Meetings									
5.1	Project Management	8	4		2	14	\$2,796	\$280	\$3,076
5.2	One (1) Meeting	4	4			8	\$1,660	\$166	\$1,826
	Subtotal Task 5	12	8	0	2	22	\$4,456	\$446	\$4,902
	COLUMN TOTALS	21	63	169	4	257	\$37,880	\$3,788	\$41,668

TOTAL COST	\$41,668
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ATTACHMENT 2:
PBI 2016 STANDARD RATE SCHEDULE

2016 STANDARD RATE SCHEDULE *

Position	Description	Hourly Billing Rate
E9	Principal Engineer	\$240
E8	Project Manager 3	\$210
E7	Senior Engineer 2 Project Manager 2	\$190
E6	Senior Engineer 1 Project Manager 1	\$175
E5	Project Engineer 3	\$165
E4	Project Engineer 2	\$155
E3	Project Engineer 1	\$145
E2	Staff Engineer 2	\$127
E1	Staff Engineer 1	\$110
T4	Technician 4	\$122
T3	Technician 3	\$110
T2	Technician 2	\$93
T1	Technician 1	\$83
A4	Administrative 4	\$88
A3	Administrative 3	\$78
A2	Administrative 2	\$66
A1	Administrative 1	\$56

Expenses

- **At cost plus 10% for outside printing, plotting, copying, travel, subconsultants, and outside services and charges**
- **At 5% of Labor for in-house expenses including telephone, computer, and incidental copying and printing**
- **Auto mileage per current Federal Rates**

*** Rates will be modified January 1 of each year.**