



AGENDA

CITY OF CITRUS HEIGHTS CITY COUNCIL

Community Center
6300 Fountain Square Drive, Citrus Heights, CA
Special Meeting 5:00 PM
Regular Meeting 7:00 PM

5/14/2015 City Council Agenda Packet

Documents: [5-14-15 COUNCIL AGENDA PACKET.PDF](#)

CALL SPECIAL MEETING TO ORDER

1. Roll Call: Council Members: Miller, Slowey, Turner, Bruins, Frost

PUBLIC COMMENT

Under Government Code Section 54954.3, members of the audience may address the Council on any item of interest to the public and within the Council's purview, or on any Agenda Item before or during the Council's consideration of the Item. If you wish to address the Council during the meeting, please fill out a Speaker Identification Sheet and give it to the City Clerk. When you are called upon to speak, step forward to the podium and state your name for the record. Normally, speakers are limited to five minutes each with 30 minutes being allowed for all comments. Any public comments beyond the initial 30 minutes may be heard at the conclusion of the agenda. The Mayor has the discretion to lengthen or shorten the allotted times.

CLOSED SESSION

2. CONFERENCE WITH LEGAL COUNSEL - EXISTING LITIGATION

Pursuant to Government Code Section 54956.9(1)(d)
Preserve Our Civic Center vs. City of Citrus Heights
Sacramento Superior Court Case No. 34-2015-80002080

STUDY SESSION

3. Fiscal Year 2015/2016 Annual Budget Workshop
 - a. Community Support Funding
 - b. History and Arts Commission Funding Request

CALL REGULAR MEETING TO ORDER

1. Flag Salute
2. Roll Call: Council Members: Miller, Slowey, Turner, Bruins, Frost
3. Video Statement

APPROVAL OF AGENDA

PRESENTATIONS

4. Recognition For Heroic Actions - Citrus Heights Police Sergeant David Gutierrez
5. Proclamation Of The City Of Citrus Heights Proclaiming May 17-23, 2015 As "National Public Works Week"

COMMENTS BY COUNCIL MEMBERS AND REGIONAL BOARD UPDATES

CONSENT CALENDAR

It is recommended that all consent items be acted on simultaneously unless separate discussion and/or action is requested by a Council Member.

6. SUBJECT: Approval Of Minutes
RECOMMENDATION: Approve the Minutes of the Special and Regular Meetings of April 1, 2015; April 9, 2015; April 23, 2015.
7. SUBJECT: Mariposa Avenue Safe Route To School Phase 3 - Award Of Contract For Professional Services To Drake-Haglan & Associates
STAFF REPORT: D. Wheaton / S. Hodgkins
RECOMMENDATION: Resolution No. 2015-____ A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Enter Into a Contract with Drake-Haglan and Associates, Inc. to Provide Professional Services for the Mariposa Avenue Safe Route to School Phase 3 Project
8. SUBJECT: Area 5 Traffic Safety And Walkability Project - Phase 1B - Final Acceptance - City PN 20-13-002
STAFF REPORT: D. Wheaton / S. Hodgkins / M. Poole
RECOMMENDATION: Resolution No. 2015-____ A Resolution of the City Council of the City of Citrus Heights, California, Accepting the Area 5 Traffic Safety and Walkability Project - Phase 1B as Complete and Authorizing the City Engineer to Record a Notice of Completion and Release the Contract Retention
9. SUBJECT: On-Call Materials Testing And Inspection Services - UNICO Engineering Approval Of Contract Amendment No. 1
STAFF REPORT: D. Wheaton / S. Hodgkins
RECOMMENDATION: Resolution No. 2015-____ A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Execute Amendment No. 1 with UNICO Engineering, Inc. to Provide for Additional Materials Testing Inspection Services During Fiscal Year 2014/2015
10. SUBJECT: 2015 Street And Bus Stop Improvements - Award Of Construction Contract - City PN 22-15-001
STAFF REPORT: D. Wheaton / S. Hodgkins
RECOMMENDATION: Resolution No. 2015-____ A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Execute an Agreement with Central Valley Engineering & Asphalt, Inc. for the 2015 Street and Bus Stop Improvements Project
11. SUBJECT: 2014 Residential Street Resurfacing Project - Final Project Acceptance - City PN 22-14-001
STAFF REPORT: D. Wheaton / S. Hodgkins
RECOMMENDATION: Resolution No. 2015-____ A Resolution of the City Council of the City of Citrus Heights, California, Accepting the 2014 Residential Street Resurfacing Project as Complete and Authorizing the City Engineer to Record a Notice of Completion and Release the Contract Retention
12. SUBJECT: Sunrise Boulevard Bus Stop Improvements Project - Phase 2 - Final Project Acceptance Project No. 20-14-001
STAFF REPORT: D. Wheaton / S. Hodgkins / M. Poole / A. Flores
RECOMMENDATION: Resolution No. 2015-____ A Resolution of the City Council of the City of Citrus Heights, California, Accepting the Sunrise Boulevard Bus Stop Improvements Project - Phase 2 as Complete and Authorizing the City Engineer to Record a Notice of Completion and Release the Contract Retention

PUBLIC HEARINGS

13. SUBJECT: Antelope Crossing SPA Amendment - File #)TA-15-01
STAFF REPORT: C. McDuffee / A. Bermudez
RECOMMENDATION: The Planning Commission recommended approval of the

following motions:

- a. Determine that the proposed project is exempt from CEQA under sections 15061.(b)(3) and 15311 (a); and
- b. Move to Introduce for a First Reading, and waive reading of the entire ordinance, Ordinance No. 2015-___ An Ordinance of the City of Citrus Heights Amending Zoning Code Article 3, Section 106.38.040.B (Prohibited Signs) and Article 5, Section 106.50.030.E.11 (Antelope Crossing SPA) as shown in Exhibit A.

14. SUBJECT: Letter Of Public Convenience And Necessity Smart & Final Grocery - 7945 Madison Avenue

STAFF REPORT: R. Sherman / A. Bermudez

RECOMMENDATION: Move to approve the Letter of Public Convenience and Necessity that will allow for the Issuance of a Type 21 License Issuance for Off-Sales of Beer, Wine and Distilled Spirits at Smart & Final Extra Grocery Store Proposed at 7945 Madison Avenue.

REGULAR CALENDAR

DEPARTMENT REPORTS

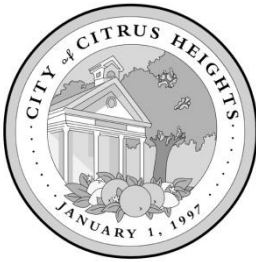
15. SUBJECT: Update On Economic Development Programs

DEPARTMENT: Community / Economic Development Department

CITY MANAGER ITEMS

ITEMS REQUESTED BY COUNCIL MEMBERS / FUTURE AGENDA ITEMS

ADJOURNMENT



Sue Frost, Mayor
Jeannie Bruins, Vice Mayor
Steve Miller, Council Member
Jeff Slowey, Council Member
Mel Turner, Council Member

**CITY OF CITRUS HEIGHTS
CITY COUNCIL
Special / Regular Meetings of Thursday, May 14, 2015
Citrus Heights Community Center
6300 Fountain Square Dr., Citrus Heights, CA
Special Meeting 5:00 p.m.
Regular Meeting 7:00 p.m.**

PLEASE NOTE: The Council may take up any agenda item at any time, regardless of the order listed. Action may be taken on any item on the agenda. The City Council has established a procedure for addressing the Council. Speaker Identification Sheets are provided on the table inside the Council Chambers. If you wish to address the Council during the meeting, please complete a Speaker Identification Sheet and give it to the City Clerk. So that everyone who wishes may have an opportunity to speak, there is a five-minute maximum time limit when addressing the Council. Audio/Visual presentation material must be provided to the City Clerk's Office at least 48 hours prior to the meeting.

Any writings or documents provided to a majority of the City Council regarding any item on this agenda will be made available for public inspection at City Hall located at 6237 Fountain Square Drive, Citrus Heights during normal business hours. Email subscriptions of the agenda are available online by signing up with the City's Notify Me service.

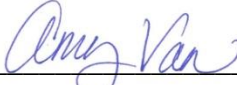
City Council meetings are televised live on Metro Cable 14, the government affairs channel on the Comcast and SureWest Cable Systems and replayed on the following Monday at 9:00 a.m. Meetings are also webcast live at www.citrusheights.net.

The Agenda for this meeting of the City Council for the City of Citrus Heights was posted in the following listed sites before the close of business at 5:00 p.m. on the Friday preceding the meeting.

1. City of Citrus Heights, 6237 Fountain Square Drive, Citrus Heights, CA
2. Rusch Park Community Center, 7801 Auburn Boulevard, Citrus Heights, CA
3. Sacramento County Library, Sylvan Oaks Branch, 6700 Auburn Blvd., Citrus Heights, CA

If you need a disability-related modification or accommodation, including auxiliary aids or services, to participate in this meeting, please contact the City Clerk's Office 916-725-2448, 6237 Fountain Square Drive, at least 48 hours prior to the meeting. TDD (hearing impaired only) 916-725-6185.

May 8, 2015



Amy Van, City Clerk

Please turn off all cellular phones and pagers while the City Council meeting is in session.

SPECIAL MEETING
5:00 PM

CALL SPECIAL MEETING TO ORDER

1. Roll Call: Council Members: Miller, Slowey, Turner, Bruins, Frost

PUBLIC COMMENT

CLOSED SESSION

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PUBLIC HEARING

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REGULAR CALENDAR

None

DEPARTMENT REPORTS

15. **SUBJECT:** Update on Economic Development Programs
 DEPARTMENT: Community / Economic Development Department

CITY MANAGER ITEMS

ITEMS REQUESTED BY COUNCIL MEMBERS/ FUTURE AGENDA ITEMS

ADJOURNMENT

**CITY OF CITRUS HEIGHTS
CITY COUNCIL MINUTES
Special Meeting of Wednesday, April 1, 2015
Citrus Heights Community Center
6300 Fountain Square Drive, Citrus Heights, CA
MINUTES**

SPECIAL CITY COUNCIL MEETING CALLED TO ORDER

- The special City Council meeting was called to order at 9:00 a.m.
- Roll Call: Council Members present: Miller, Slowey, Turner, Bruins and Frost
Council Members absent: None
- Staff Present: City Manager Tingle, and department directors.

PUBLIC COMMENT

None

STRATEGIC PLANNING AND TEAM BUILDING RETREAT

The City Council held a Strategic Planning Retreat. Marilyn Snider, with Snider and Associates, facilitated the meeting and provided a record of the discussion, which is attached and incorporated into the minutes.

ADJOURNMENT

There being no further business to come before the City Council, the meeting was adjourned at 3:00 p.m.

Respectfully submitted,

Amy Van, City Clerk

CITY OF CITRUS HEIGHTS
STRATEGIC PLANNING RETREAT

April 1, 2015 * Citrus Heights Community Center

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

MISSION STATEMENT

*The City of Citrus Heights is committed to providing high quality,
economical, responsive city services to our community.*

VISION STATEMENT

*Citrus Heights will be the city of choice for residents and businesses to prosper and thrive
and a model of neighborhood engagement.*

CORE VALUES

not in priority order

The City of Citrus Heights values . . .

Diversity

Integrity

Teamwork

Innovation

Respect

Responsive Customer Service

Trust

THREE-YEAR GOALS

2014-2017 * not in priority order

Maintain long-term financial stability

Grow the local economy

Enhance quality of life

Enhance public safety

Improve overall city infrastructure with emphasis on neighborhood revitalization

S.W.O.T. ANALYSIS

Strengths – Weaknesses - Opportunities - Threats

WHAT ARE THE STRENGTHS AND ACCOMPLISHMENTS OF THE CITY OF CITRUS HEIGHTS SINCE THE OCTOBER 2014 STRATEGIC PLANNING RETREAT?

Brainstormed List of Perceptions

- Approved a new City Hall and medical office building
- Approved Capital Nursery redevelopment
- Began construction of the Sungarden/Sunrise traffic signal
- Council adopted guidelines for the use of the General Fund balance
- Came up with a good compensation package for City staff
- Sabbatical Program for City staff
- Completed cleaning of the City's entire storm drain system
- Police Chief completed his one-year term as California Police Chiefs Association President
- The public says Citrus Heights is a good place to invest and buy a home
- Spooktacular Halloween event was successful again this year
- Celebrated the five year anniversary of the community center
- Constructed two bus stops on Sunrise Boulevard
- Spent over \$500,000 on our Housing Rehab Program
- Created a rock garden at Winter Green
- Increased the number of Police Activities League (PAL) kids to 600 participants
- Reported to the City Council the financial impacts of recent CalPERS actuarial assumption changes
- Creating long-term financial stability of the City through the medical office/City Hall project
- Participated in the planting of 20 trees at the Rusch Park Home
- Staff worked with developers to provide more single story homes
- Attracted Texas Roadhouse and Applebys
- Started Phase II of outreach for Auburn Boulevard
- Initiated the comprehensive approach to solutions for homelessness
- Began working with the Chamber and Auburn Boulevard businesses to consider a Business Association
- Approved expansion of the number of gaming tables at Stones Casino
- Participated in a number of community events
- Hosted the Sacramento Regional City Managers Forum
- Booked 42 crab feeds at the community center
- Successful FY 2013-2014 audit with the new auditors
- Hosted the largest annual "Fill the Boot" Fire Department fundraiser to raise money for burn victims
- Employees believe that the City offers a good benefit package
- Old Auburn Road Multi-Use Trail was opened and is used regularly
- Police Department green parking lot was finished
- Hired a consultant to study the feasibility of an overpass on Antelope
- A group from Orangevale was inquiring at City Hall about being annexed by Citrus Heights
- Successfully assisted a citizen with a lot line adjust on an older property, enabling them to sell it
- Staff has a lot of respect and admiration for the City Council
- Began work with the post office to change the City address of a neighborhood in Citrus Heights city limits that is called Sacramento
- Completed \$49 million worth of road projects since 2010

- Held the second annual Hidden Treasures exhibit at Sunrise Mall
- The old Hollywood Video and the empty OSH building are being redeveloped for new uses
- The City Council and staff really coordinated and listened to the community regarding the new City Hall and Medical Office Building proposal
- Reduced traffic collisions by 7% in 2014 over 2013
- New homes developed at Autumn Wood Estates
- Attracted Harbor Freight (a hardware store)
- Received a \$1 million grant for the repair of mobile homes
- Held the initial meeting with the Chamber of Commerce to reinstate Leadership Citrus Heights
- City Council approved a 10-year street sweeping contract extension at current rates
- 3 City Council members were reelected
- Completed overlay of 12 neighborhood streets
- Stable staff
- Began construction of Twin Oaks/Mariposa Drainage Improvement Project
- Launched a new City application for smart phones
- History and Arts Commission established 20 “Little Free Libraries” throughout the city
- Adopted a moratorium on the establishment of new massage parlors
- Held another successful Christmas Tree Lighting
- Kicked off the Pedestrian Master Plan
- Kicked off our Urban Green Strategy
- Served over 100 families in the City’s Annual Holiday Giving Campaign
- There were several promotions in the Police Department
- Conducted the Annual Walmart/Police Department “Shop With a Cop” Program for children
- Police Department is hiring the first part-time employee for the PAL
- Successfully negotiated a 3-year extension to RT contract
- Positive midyear budget update
- Exceeded 4800 bookings at the community center since opening
- Appointed new Planning Commissioners and History and Arts Commissioners
- Participated in the opening of Arcade Creek Natural Preserve Park
- Walmart neighborhood market opened in Birdcage Center
- Completed successful SWAT operations serving high risk search warrants

WHAT ARE THE CITY’S CURRENT INTERNAL WEAKNESSES/CHALLENGES?

Brainstormed List of Perceptions

- Perceived zoning restriction on Auburn Boulevard
- Turnover in Police Department
- Don’t have online building permit process
- Dissention between REACH and neighborhood associations
- Lack of comprehensive plan to address homelessness
- Lack of adequate funding for neighborhood street resurfacing
- Lack of funding to address infrastructure needs/repairs
- Residents don’t understand the economics of the City and what drives the financial stability of the City
- Challenge of addressing residents who complain but don’t know the facts
- Lack of diversity in hiring new employees
- Lack of developing future leaders and of succession planning
- Not keeping police salaries competitive
- Retirement of Street Lighting and Control Supervisor

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

Brainstormed List of Perceptions

- Antelope Crossing Business Owners Association
- Prop 1 funding for drought solutions
- Direct connection with the Governor's Office through the Police Chief
- Decrease in PERS rates
- Auburn Boulevard businesses improving their properties in response to the City's Auburn Boulevard improvements
- Improving economy
- Diverse population—demographics changing in the city
- Chamber of Commerce new Executive Director
- Strong group of volunteers
- Strong service organizations
- Citrus Heights Children and Youth Center on Sayonara continues to attract new kids
- Community for Peace expanding services
- Citrus Heights Community Marching Band continues to expand
- Stones is averaging between 150-175 new card memberships each week
- Our Assembly Member Ken Cooley is very responsive to our needs
- DUI grants for the City's Police Department from the State
- Merging of the water districts
- Social media
- Decrease in fuel costs
- Increasing housing values
- Increased sales tax
- Voters reelected the three incumbents on the City Council
- Decrease in foreclosures
- Diversity of businesses are attracted to Citrus Heights
- Reintroduction of California Dream Tennis Team
- Auburn Boulevard Business Association is forming
- San Juan Unified School District is redeveloping a school to house new Sylvan Middle School
- Community center is a destination for outside organizations
- The private sector is investing millions in the city
- New postmaster is cleaning up the post office
- Community is engaging on important issues
- Great candidate pool for jobs
- Community leaders from multiple REACH neighborhoods have formed a committee to host a community leadership summit
- Positive press
- Our large retailers (e.g., Lowe's, Target) are the or among the highest producing in the region and Northern California

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

Brainstormed List of Perceptions

- Drought
- Competitive job market for candidates
- Congress
- Unresolved redevelopment issues
- Growing homeless population
- Utility rates going up
- Middle East conflict
- Potential of war
- Current wars
- Potential lawsuits
- Prop 47 passed
- State pension liabilities
- Election year next year
- Baby boomers retiring
- Unstable economy
- Increased interest rates
- Potential loss of one of our major retailers
- Long-term commercial vacancies
- Negative events in other states (e.g., Ferguson, NYC) having a negative effect on local law enforcement
- Increased construction costs
- New gas tax
- Increasing sewer fees to pay for new upgrade of the sewer treatment plant
- Potential merging of two water districts
- Public negative perception of government employees
- Technology changing too fast
- Online sales
- Social media interfering with the social fabric
- Misinformation
- Domestic violence, resulting in death, injury and negative impact on children

NEXT STEPS/FOLLOW-UP PROCESS

WHEN	WHO	WHAT
April 2, 2015	City Manager	Distribute the updated Strategic Plan to meeting invitees.
Within 48 hours	All recipients	Read the strategic planning retreat record.
April 2, 2015	HR/CI Director	Place the Strengths and Accomplishments on the city's website.
By April 15, 2015	City Manager & Department Heads	Present and review the updated Strategic Plan with staff.
At the April 23, 2015 City Council meeting	City Council & City Manager	Present the updated Strategic Plan to the public.
By May 1, 2015	City Manager & Management Team	Review the "Current Internal Weaknesses/Challenges" list for possible action items.
Monthly	City Council & Executive Team	Monitor progress on the Strategic Plan and revise Objectives (add, amend and/or delete), as needed.
Monthly	City Manager	Distribute the written, updated Objectives Monitoring Matrix to the City Council and Department Heads for sharing with staff.
September 21, 2015 8:30/9:00 am to 3:00 pm	City Council City Manager City Attorney Executive Team	Strategic Planning Retreat to: - assess progress on the Strategic Plan Goals and Objectives - develop new Six-Month Strategic Objectives for each Three-Year Goal

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 CITRUS HEIGHTS ⚙ SIX-MONTH STRATEGIC OBJECTIVES
April 1, 2015 – September 15, 2015

THREE-YEAR GOAL: <i>MAINTAIN LONG-TERM FINANCIAL STABILITY</i>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Ongoing	City Council	Use the City of Citrus Heights Ten-Year Budget Model to project revenue and expenditures.				
2. On April 9, 2015	General Services Director	Hold a City Council study session on the Citrus Heights Community Center optional clean up fee and the Sylvan Community Center fee schedule.				
3. By June 1, 2015	City Manager (lead) and Community and Economic Development Director	Report the results to the City Council of obtaining from key property owners from the Marketplace feedback regarding their successes and challenges in attracting and retaining businesses.				
4. At the June 11, 2015 City Council meeting	City Attorney and Finance Director	Develop and present to the City Council for action a resolution that commits the revenue generated from the Medical Office Building ground lease to the City's General Fund reserves.				

THREE-YEAR GOAL: *GROW THE LOCAL ECONOMY*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. At the May 14, 2015 City Council meeting	Community and Economic Development Director	Present to the City Council for action the results of evaluating the Economic Development Support Fund and the Development Fund, including reviewing guidelines, application criteria, and allocation of funds toward community development (e.g., wealth building opportunities).				
2. By August 1, 2015	City Manager	Issue building permits and demolition permits to Panattoni for the Medical Office Building.				
3. By August 1, 2015	Community and Economic Development Director	Bring to the City Council for action recommendations for electronic sign regulations.				
4. By September 15, 2015	Community and Economic Development Director, working with the Chamber of Commerce	Hold one Business Walk.				
5. By September 15, 2015	Community and Economic Development Director and the City Manager	Reach out to 5 commercial property owners with underperforming or vacant properties to talk with them about the City's Economic Development Incentive Program and offer assistance.				

THREE-YEAR GOAL: *ENHANCE QUALITY OF LIFE*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By May 1, 2015	Assistant to the City Manager	Present to the City Council for action Community Support Funding applications for FY 2015-2016.				
2. By July 1, 2015	City Manager and Community and Economic Development Director	Review, and if needed, recommend revision(s) to the roles and responsibilities of the City Council-appointed boards and commissions and role of City staff.				
3. By September 15, 2015	City Manager and City Council Quality of Life Committee (Vice Mayor Bruins and Council Member Turner)	Recommend to the City Council for direction strategies to re-launch the Leadership Citrus Heights Program with the Chamber of Commerce.				
4. By September 15, 2015	HR/City Information Director	Clarify and recommend to the City Council for action the relationship of the REACH Board to the staff and an update of the funding guidelines for funds REACH receives from the City.				

THREE-YEAR GOAL: <i>ENHANCE PUBLIC SAFETY</i>						
WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. Beginning April 1, 2105 and monthly thereafter	Police Chief	Conduct at least one DUI checkpoint or DUI saturation detail (3-5 officers conducting a moving DUI checkpoint).				
2. By September 1, 2015	Police Chief	Report to the City Council on the results of a Regional Task Force focused on supervised criminal offenders (e.g., number of offenders arrested, recidivism, treatment programs).				
3. By September 15, 2015	Police Chief	Give a status report to the City Council on the Police Department's study of potential use of body cameras.				
4. By September 15, 2015	Police Chief	Implement 3 additional license plate readers to reduce auto theft.				

THREE-YEAR GOAL: *IMPROVE OVERALL CITY INFRASTRUCTURE WITH EMPHASIS ON NEIGHBORHOOD REVITALIZATION*

WHEN	WHO	WHAT	STATUS			COMMENTS
			DONE	ON TARGET	REVISED	
1. By May 1, 2015	General Services Director	Initiate design of Auburn Boulevard Complete Streets Phase II Segment 4 from Rusch Park to the north City limits.				
2. By July 3, 2015	General Services Director	Complete the Twin Oaks/Mariposa Drainage Improvement Project.				
3. By August 1, 2015	General Services Director	Complete design of Mariposa Avenue Safe Routes to School Project (Skycrest School to Madison Avenue).				
4. By August 15, 2015	General Services Director	Complete construction of a traffic signal at Sunrise and Sungarden.				
5. By September 1, 2015	General Services Director	Start construction of the Sylvan/Stock Ranch pedestrian safety improvements.				
6. By September 1, 2015	General Services Director	Initiate at least one Neighborhood Creek Restoration Project.				
FUTURE: By October 1, 2015	General Services Director	Ensure the developers complete the new traffic signal installation at Antelope and Amsterdam.				
FUTURE: By October 15, 2015	General Services Director	Complete the overlay of 24 additional neighborhood streets.				

**CITY OF CITRUS HEIGHTS
CITY COUNCIL
MINUTES
Regular Meeting of Thursday, April 9, 2015
City Hall Council Chambers
7117 Greenback Lane, Citrus Heights, CA**

CALL REGULAR MEETING TO ORDER

The regular council meeting was called to order at 7:00 p.m. by Mayor Frost.

1. The flag salute was led by Boy Scout Troop 228.
2. Roll Call: Council Members present: Miller, Slowey, Turner, Bruins and Frost
Council Members absent: None
Staff present: Anderson, Boyd, Kempenaar, Rivera, Wheaton, Ziegler and department directors.
3. The video statement was read by Human Resources / City Information Director Rivera.

APPROVAL OF AGENDA

ACTION: On a motion by Council Member Slowey, seconded by Vice Mayor Bruins, the City Council approved the agenda.

AYES: Miller, Slowey, Turner, Bruins and Frost
NOES: None
ABSENT: None

PRESENTATIONS

4. Proclamation of the City of Citrus Heights Given in Honor of the 25th Annual Creek Week in Sacramento County, April 10 – 18, 2015

Council Member Slowey read and presented the proclamation to Boy Scout Troop 228 on behalf of the Sacramento Area Creeks Council and the Sunrise Recreation and Parks District.

5. Proclamation of the City of Citrus Heights Proclaiming May 2015 Building Safety Month

Council Member Miller read and presented the proclamation to the City's Chief Building Official Greg Anderson.

Chief Building Official Anderson provided an overview of upcoming events at City Hall in support of Building Safety Month.

COMMENTS BY COUNCIL MEMBERS AND REGIONAL BOARD UPDATES

Council Member Slowey provided a report from the City's Strategic Planning Retreat held on April 1, 2015. He commented on the History and Arts Commission Fee Little Libraries event that was held last Saturday.

Council Member Miller provided a report from the Regional Transit Board meeting. He provided an update from the Sunrise MarketPlace Board meeting.

Council Member Turner commended the History and Arts Commission on the Free Little Libraries project. He provided a report from the City Council Strategic Planning Retreat held on April 1, 2015.

Vice Mayor Bruins provided a report from the Sacramento Regional County Sanitation District and Sacramento Area Sewer District Board meeting. She also provided a report from the Sunrise MarketPlace Board meeting.

Mayor Frost provided a report from the Sacramento Area Council of Governments Board meeting. She also reported on a Senate sub-committee meeting she attended relating to the dissolution of Redevelopment Agencies.

PUBLIC COMMENT

Tim Schaefer addressed comments regarding his belief that \$15 million worth of property tax dollars would be given up if the Medical Office Building was located on the City's property. He presented the Council with an amortization table that shows over a 30 year period at a 3% growth rate. He stated the City Manager used a 2% growth rate in the presentation to Council, and he stated he has done tons of research that indicates most of the time it is either a 3, 4, 6 or 10 percent growth rate on a commercial building over 30 years. He stated with respect to the Council's decision at the last Council Meeting he wanted to rebut that he did not give out any misinformation.

Tom Scheeler spoke regarding comments at the City Council's Strategic Planning Retreat about selling the City's Antelope Road property. He stated that if that decision moves ahead he asks that the City Council and staff make a robust offering to obtain the best available value for that property.

CONSENT CALENDAR

6. **SUBJECT:** IT Deferred Maintenance Items Budget Approval
 STAFF REPORT: B. Koski
 RECOMMENDATION: Resolution No. 2015- 027 A Resolution of the City Council of the City of Citrus Heights, California, Adopting the Information Technology Deferred Maintenance Budget

7. **SUBJECT:** Second Reading – Ordinance Amending Citrus Heights Municipal Code Article 5, Chapter 106.50 of the Zoning Code concerning Special Planning Areas
 STAFF REPORT: C. McDuffee
 RECOMMENDATION: Adopt Ordinance No. 2015-003 An Ordinance of the City Council of the City of Citrus Heights, California, Amending Article 5 of Chapter 106.50 of the Zoning Ordinance concerning Special Planning Areas.

8. **SUBJECT:** Amendment 1 to Cost Sharing Agreement with the City of Roseville 2014 Residential Street Resurfacing Project PN 22-14-001
 STAFF REPORT: D. Wheaton / S. Hodgkins
 RECOMMENDATION: Resolution No. 2015-028 A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City manager to Execute Amendment No. 1 to The Cost Sharing Agreement with the City of Roseville for the 2014 Residential Street Resurfacing Project

9. **SUBJECT:** Resolution to Tax Defer Member paid Contributions – IRC 414(h)(2) Employer Pick Up
STAFF REPORT: R.Rivera / S. Neilson
RECOMMENDATION: Resolution No. 2015-029 A Resolution of the City Council of the City of Citrus Heights, California, Adopting A resolution to Tax Defer Member Paid Contributions – IRC 414(h)(2) Employer Pick-Up

ACTION: On a motion by Council Member Slowey, seconded by Council Member Turner, the City Council approved Consent Calendar Items 6, 7, 8 and 9.

AYES: Miller, Slowey, Turner, Bruins and Frost
NOES: None
ABSENT: None

PUBLIC HEARINGS

10. **SUBJECT:** Amendments to the Stock Ranch Guide for Development SPA-14-01
STAFF REPORT: Rhonda Sherman / Casey Kempenaar / Colleen McDuffee
RECOMMENDATION: The Planning Commission recommends the following motions:
- a. Determine that the previously adopted EIR, EIR Addendum and Negative Declaration are the appropriate environmental documents for this project and no further review is required;
 - b. Adopt Resolution No. 2015-030 approving the Amendment to the Stock Ranch Guide for Development as depicted in Exhibit A (with the exception that monument signs shall be allowed to be a maximum of 12') and approving the Amendment to the Stock Ranch Conceptual Master Site Plan as depicted in Exhibit A-2 or A-3.

Senior Planner Kempenaar reported that the Stock Ranch Guide for Development is a specific plan for 129 acres of Stock Ranch. He provided an overview of the proposed changes to the Specific Plan, which has to do with the review level of development applications, the monument signage, the hours of operation and other minor updates. He explained that the applicant has requested to change the Specific Plan to allow two additional monument signs at a height of 15', however the Planning Commission recommends that the signs retain the 12' maximum height. He stated the Planning Commission recommended motions are: 1) determine that the previously adopted EIR, EIR Addendum and Negative Declaration are the appropriate environmental documents for this project and no further review is required; and 2) adopt the resolution approving the Amendment to the Stock Ranch Guide for Development as depicted in Exhibit A (with the exception that the monument signs shall be allowed to be a maximum of 12') and approving the Amendment to the Stock Ranch Conceptual Master Site Plan as depicted in Exhibit A-2 or A-3.

City Council Members asked questions of staff.

Mayor Frost opened the public hearing at 7:50 p.m.

Public Comment

Mike Diorio expressed concerns regarding signage which should be a maximum of 12 feet. He said the property is surrounded by residential homes and thinks aesthetically the signs are going to be an eyesore. He also expressed concerns regarding the proposed traffic plan through the west side of the property near the gas station and believes the proposed plan does not solve the traffic problems.

Forest Allen expressed concerns regarding the proposed traffic plan through the west side of the property near the gas station.

Mayor Frost closed the public hearing at 7:59 p.m.

Council Members asked additional questions of staff and provided individual comments.

George Phillips spoke on behalf of the applicant and stated the request of 15' for the monument signs is very important to them and said signage is critical to smaller users of the space to be seen. He said the 15' height is critical because of the added setback from the street. He stated they engaged with a local traffic engineer to evaluate the current site and suggest recommendations to them. The applicant then presented the information to City staff for input. He said they would request that the two-way left turn lane be the option selected by the Council and that it be monitored for six months.

Council Member Slowey recommended that the Council approve the requested 15' height of the monument sign versus the Planning Commission's recommendation of 12'.

ACTION: On a motion by Council Member Slowey, seconded by Council Member Miller, the City Council determined that the previously adopted EIR, EIR Addendum and Negative Declaration are the appropriate environmental documents for this project and no further review is required.

AYES: Miller, Slowey, Turner, Bruins and Frost
NOES: None
ABSENT: None

ACTION: On a motion by Council Member Slowey, seconded by Vice Mayor Bruins, the City Council adopted Resolution No. 2015-030 approving the Amendment to the Stock Ranch Guide for Development as depicted in Exhibit A and approving the Amendment to the Stock Ranch Conceptual Master Site Plan as depicted in Exhibit A-2 and A-3, and as amended to approve that monument signs shall be allowed to be a maximum of 15'.

AYES: Miller, Slowey, Turner, Bruins and Frost
NOES: None
ABSENT: None

REGULAR CALENDAR

11. **SUBJECT:** Consideration of AB 266 (Cooley)– Medical Marijuana Regulation
STAFF REPORT: Chief Boyd
RECOMMENDATION: Adopt Resolution No. 2015 - 031 A Resolution of the City Council of the City of Citrus Heights, California, Supporting Assembly Bill 266 – “Medical Marijuana”

Police Chief Boyd provided an overview of Assembly Bill 266 which attempts to regulate current law, the Compassionate Use Act from 1996. He mentioned the following points of AB 266: 1) safeguards the rights of cities and counties to decide whether to regulate or prohibit medical marijuana distribution and cultivation, allows states to issue conditional licenses only and allowing local government to issue the actual license to operate; 2) protects public safety by establishing security measures and inventorying procedures for transport to prevent diversion for nonmedical purposes; and 3) establishes uniform health and safety standards, to include quality assurance standards overseen by the Department of Consumer Affairs and enforced by local code enforcement officers. He stated the Police Department recommends the City Council adopt a resolution supporting AB 266.

Assembly Member Ken Cooley stated AB 266 is a bill that has come out of an ongoing effort with local government looking at how we balance the rights of communities to maintain quality of life with the rights extended by the passage of Prop 215 in 1996. There are a lot of loose ends that have made it a difficult issue for communities and this bill is an effort to find a reasonable balancing act. He has been reaching out to any and all people to listen and receive feedback on the bill. He appreciates the support of local law enforcement agencies.

ACTION: On a motion by Vice Mayor Bruins, seconded by Council Member Slowey, the City Council adopted Resolution No. 2015 - 031 A Resolution of the City Council of the City of Citrus Heights, California, Supporting Assembly Bill 266 – “Medical Marijuana”.

AYES: Miller, Slowey, Turner, Bruins and Frost
NOES: None
ABSENT: None

DEPARTMENT REPORTS

None

CITY MANAGER ITEMS

None

ITEMS REQUESTED BY COUNCIL MEMBERS/FUTURE AGENDA ITEMS

None

ADJOURNMENT

Mayor Frost adjourned the regular meeting at 8:50 p.m.

Respectfully submitted,

Amy Van, City Clerk

**CITY OF CITRUS HEIGHTS
CITY COUNCIL
SUCCESSOR AGENCY TO THE COMMUNITY REDEVELOPMENT AGENCY OF THE
CITY OF CITRUS HEIGHTS
MINUTES
Special / Regular Meetings of Thursday, April 23, 2015
City Hall Council Chambers
7117 Greenback Lane, Citrus Heights, CA**

CALL SPECIAL MEETING TO ORDER

The special council meeting was called to order at 6:04 p.m. by Mayor Frost.

1. Roll Call: Council Members present: Miller, Slowey, Turner, Bruins and Frost
Council Members absent: None
Staff present: Anderson, Boyd, Kempenaar, Rivera, Wheaton, Ziegler and department directors.

PUBLIC COMMENT

STUDY SESSION

2. City Hall Salvage Plan

Facilities and Grounds Manager Myers led the study session on the City Hall Salvage Plan. He stated that the City has released a request for proposals for the purchase of salvage building materials and palm trees from the City Hall Complex. He also stated that a Community Cash and Carry Day would be held in July to provide an opportunity for residents to purchase rose bushes, shrubs and trees from the City Hall Complex. He responded to questions and comments from Council Members.

ADJOURNMENT

Mayor Frost adjourned the special meeting at 6:22 p.m.

CALL REGULAR MEETING TO ORDER

The regular council meeting was called to order at 7:00 p.m. by Mayor Frost.

1. The flag salute was led by Council Member Turner.
2. Roll Call: Council Members present: Miller, Slowey, Turner, Bruins and Frost
Council Members absent: None
Staff present: Tingle, Van, Ziegler and department directors.
3. The video statement was read by City Clerk Van.

APPROVAL OF AGENDA

ACTION: On a motion by Council Member Miller, seconded by Vice Mayor Bruins, the City Council approved the agenda.

AYES: Miller, Slowey, Turner, Bruins and Frost
NOES: None
ABSENT: None

PRESENTATIONS

4. Presentation by Republic Services – Trim Your Waste Contest Winners

Colin Wallace with Republic Services announced the Trim Your Waste contest winners. He explained that the Trim Your Waste event rewards exemplary recycling efforts of residents. Republic Services staff randomly selects 10 homes to inspect their recycling carts and then rewards residents for their exemplary recycling efforts.

COMMENTS BY COUNCIL MEMBERS AND REGIONAL BOARD UPDATES

Council Member Turner participated in the Kids and Cops Golf Tournament that is sponsored by the law enforcement agencies in Sacramento County. He provided a report from the Citrus Heights Regional Chamber of Commerce meeting. He also provided a report from the Sacramento Metro Fire and City Council 2x2 committee meeting.

Council Member Slowey he attended Cap-to-Cap in Washington D.C. along with Mayor Frost and Council Member Miller. He provided a report from the Sacramento Public Library Authority which held a volunteer banquet thanking the volunteers for their service at local libraries.

Council Member Miller provided a report from his trip to Cap-to-Cap in Washington D.C. He also provided a report from the Regional Transit Board meeting.

Vice Mayor Bruins stated the Council attended the installation of Little Free Libraries in various locations of the City. She explained this was a project of the History and Arts Commission. She attended the ribbon cutting of AutumnWood Homes. She provided a report from the Citrus Heights Police Activities League Board meeting.

Mayor Frost provided a report from her trip to Cap-to-Cap in Washington D.C. She also provided a report from the Sacramento Metropolitan Air Quality Management District Board meeting. She announced the Pet-a-Palooza event at Rusch Park.

PUBLIC COMMENT

Olga Senatova thanked the City Council for their support to Asian Resources Inc.

Anna Portillo with Neighborhood Association Area 4 provided a report on their activities and events over the last year.

CONSENT CALENDAR

5. **SUBJECT:** Release of Former Redevelopment Agency Inclusionary Housing Reimbursement Agreement
STAFF REPORT: R. Sherman

RECOMMENDATION: Staff recommends City Council/Successor Agency Board approve:

- a. Resolution No. 2015- 032 A Resolution of the City Council of the City of Citrus Heights, California, Approving the Release of the Former Redevelopment Agency Inclusionary Housing Reimbursement Agreement
 - b. Resolution No. 2015-004 S, A Resolution of the Successor Agency to the Community Redevelopment Agency of the City of Citrus Heights, Approving the Release of the Former redevelopment Agency Inclusionary Housing Reimbursement Agreement
6. **SUBJECT:** Easement for Water Line – Lot H of the Autumnwood Subdivision (7731 Live Oak Way)
STAFF REPORT: D. Wheaton / K. Becker
RECOMMENDATION: Resolution No. 2015-033 A Resolution of the City Council of the City of Citrus Heights, California, Approving A 10 Foot Waterline Easement on Lot “H” (7731 Live Oak Way, APN: 204-0190-057-0000)
7. **SUBJECT:** Quarterly Treasurer’s Report
STAFF REPORT: S. Daniell
RECOMMENDATION: Staff recommends that the Council receive and File the Quarterly Treasurer’s Report for the Quarter Ending March 31, 2015
8. Pulled for discussion.

ACTION: On a motion by Council Member Slowey, seconded by Council Member Turner, the City Council approved Consent Calendar Items 5, 6 and 7.

AYES: Miller, Slowey, Turner, Bruins and Frost
NOES: None
ABSENT: None

CONSENT CALENDAR ITEMS PULLED FOR DISCUSSION

8. **SUBJECT:** Application for Homeless Veterans Support Program Grant
STAFF REPORT: R. Sherman / K. Cooley
RECOMMENDATION: Resolution No. 2015-034 A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Enter Into A Letter of Intent to Apply For Homeless Veterans Support Program Funding

Council Member Miller pulled Item 8 and stated the item is for an application of a grant for a Veterans Stand Down event in the City.

ACTION: On a motion by Council Member Miller, seconded by Council Member Slowey, the City Council adopted Resolution No. 2015-034 A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Enter Into A Letter of Intent to Apply For Homeless Veterans Support Program Funding.

AYES: Miller, Slowey, Turner, Bruins and Frost
NOES: None
ABSENT: None

REGULAR CALENDAR

9. **SUBJECT:** Sunrise Market Place Property-Based Business Improvements District 2014 Annual Report
STAFF REPORT: R. Sherman / D. Rodriguez
RECOMMENDATION: Resolution No. 2015-035 A Resolution of the City Council of the City of Citrus Heights, California Approving the Sunrise Market Place 2014 Annual Report

Community and Economic Development Director Sherman reported that the Sunrise MarketPlace Property Based Business Improvement District is required by law every year to report to the Council on what they did last year and what they plan to do this year.

Kathinlynn Carpenter with the Sunrise MarketPlace presented the 2014 annual report of the Sunrise MarketPlace Business Improvement District.

ACTION: On a motion by Council Member Slowey, seconded by Council Member Miller, the City Council adopted Resolution No. 2015-035 A Resolution of the City Council of the City of Citrus Heights, California Approving the Sunrise Market Place 2014 Annual Report.

AYES: Miller, Slowey, Turner, Bruins and Frost
NOES: None
ABSENT: None

10. **SUBJECT:** Commercial Lease Agreement for 7927 Auburn Boulevard
STAFF REPORT: H. Tingle / M. Alejandrez / C. Myers / S. Cotter
RECOMMENDATION: Resolution No. 2015-036 A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Negotiate and Execute a Commercial Lease Agreement with Anton and Ilham Saca Revocable Trust on Specified Terms and Conditions

Facilities and Grounds Manager Myers reported that the item is a proposed lease for a temporary City Hall location. The proposed location is at the Gran Oak shopping center. He said the benefits of the location are that it has 12,550 square feet of office space, no major improvements are necessary, it is located within a commercial area and has convenient access. He stated the initial lease would be for a term of 13 months with the option to extend the lease. The lease would also require a security deposit of \$15,687.50.

Council Members asked questions of staff.

ACTION: On a motion by Vice Mayor Bruins, seconded by Council Member Slowey, the City Council adopted Resolution No. 2015-036 A Resolution of the City Council of the City of Citrus Heights, California, Authorizing the City Manager to Negotiate and Execute a Commercial Lease Agreement with Anton and Ilham Saca Revocable Trust on Specified Terms and Conditions.

AYES: Miller, Slowey, Turner, Bruins and Frost
NOES: None
ABSENT: None

DEPARTMENT REPORTS

None

CITY MANAGER ITEMS

None

ITEMS REQUESTED BY COUNCIL MEMBERS/FUTURE AGENDA ITEMS

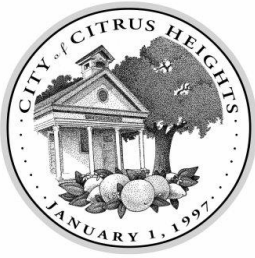
Council Member Turner requested a presentation at a future City Council meeting by the local water districts concerning drought mitigation measures.

ADJOURNMENT

Mayor Frost adjourned the regular meeting at 8:05 p.m.

Respectfully submitted,

Amy Van, City Clerk



CITY OF CITRUS HEIGHTS

Memorandum

May 14, 2015

TO: Mayor and City Council Members
Henry Tingle, City Manager

FROM: David Wheaton, General Services Director
Stuart Hodgkins, Principal Civil Engineer

SUBJECT: Mariposa Avenue Safe Route to School Phase 3
Award of Contract for Professional Services to Drake-Haglan & Associates

Approved and Forwarded to City Council

_____ Fin.

_____ Atty.

Henry Tingle, City Manager

Summary and Recommendation

In early 2014, the City was awarded a Sacramento Area Council of Governments (SACOG) Bicycle and Pedestrian Facilities Program grant in the amount of \$989,963 (total project estimate \$1,118,223). A Request for Proposals (RFP) was issued January 2015, seeking proposals for qualified consultants to provide engineering design and environmental review services for the project. Four (4) proposals were submitted on February 20, 2015.

In accordance with Caltrans consultant selection procedures the City used a two step process to evaluate all of the proposals and to determine which was most qualified to provide the required services. The process began with an initial review of the proposals to identify the most-qualified and responsive submittals based on requirements set forth in the Request for Proposals (RFP).

In step two of the process, staff conducted in-person interviews with three of firms - KASL Engineering, Drake-Haglan & Associates, Inc., and Ruggieri-Jesen-Azar Engineers. The interviews allowed the review team to gauge the depth of project understanding, discuss work-plans, hear about project challenges and innovative strategies and/or approaches, as well as gain a clear picture of how well the project team could work with staff throughout the development of the project design.

Drake-Haglan & Associates, Inc. (Drake-Haglan) was selected as the best qualified consultant for the project as a result of the evaluation process. The firm provided a solid proposal, introduced highly qualified team members that demonstrated a clear grasp of the project goals, scope, community and City values, and sensitivity to budget.

Staff and the consultant have fine-tuned the scope of work and the project budget to ensure that the services provided meet the City's needs and that the work will be done cost effectively. Staff now recommends the City Council adopt the attached resolution authorizing the City Manager to execute a contract for services with Drake-Haglan to provide design and environmental review for the Mariposa Avenue Safe Route to School Phase 3.

Fiscal Impact

The contract with Drake-Haglan & Associates is for an amount not to exceed \$144,870. Funding for this contract will come from grant funds (\$119,913) and Measure A (new) funds (\$24,957).

Background and Analysis

The Birdcage Heights Neighborhood Association (Area 11) brought the project idea to the City in the spring of 2005. Based on input from members, neighbors and school stakeholders, the provision of continuous sidewalk along Mariposa Avenue between Greenback Lane and Madison Avenue was identified as a priority Safe Routes to School project. Phase I of the Project, which constructed continuous sidewalk on the west side of Mariposa between Skycrest School and Grace Ellen Court, was completed in 2008. Phase 2, completed in 2013, constructed continuous sidewalk on the west side from Limerick Court to Greenback Lane and on the east side from Northridge Drive to Greenback Lane.

The Mariposa Avenue Safe Routes to School Phase 3 project will continue the larger vision by completing the pedestrian/bicycle infrastructure between Skycrest Elementary and San Juan High schools and along Farmgate Avenue linking the schools to each other and to the neighborhoods to the east. The project will construct curb, gutter, sidewalk, bike lanes, curb access ramps and eight street lights on the east side of Mariposa between Northridge Drive and Eastgate Avenue, and will construct curb, gutter and sidewalk along both sides of Farmgate Avenue from Mariposa Avenue to Our Way.

In August 2013 the City submitted an application to the Sacramento Area Council of Governments (SACOG) to obtain grant funding under their Bicycle and Pedestrian Funding Program (Bike-Ped) for design and construction the 3rd phase of the Mariposa Safe Route to School Project (Project). In early 2014 the City was notified that it had received a grant award in the amount of \$989,963 (total project estimate \$1,118,223).

The City issued a Request for Proposals in January 2015 and received four (4) proposals on February 20, 2015. The City used qualifications-based selection process consistent with Caltrans Local Assistance Procedures Manual, Chapter 10, which governs consultant selection, to evaluate the proposals. In the initial step, all proposals were assessed by the review team to identify the most-qualified and responsive submittals based on requirements set forth in the Request for Proposals. In the second step the 3 top firms were interviewed to further evaluate the overall qualifications and responsiveness of the firm and its staff.

Drake-Haglan & Associates, Inc. stood out as the most qualified consultant to assist the City. They provided a solid proposal, and introduced a highly qualified team who demonstrated a clear grasp of the process and issues involved in developing the design for the grant funded Mariposa Avenue Safe Routes to School Phase 3 Project.

Conclusion

Staff recommends approval of the attached resolution authorizing the City Manager to enter into a Contract for Services with Drake-Haglan & Associates, Inc. to provide engineering design and environmental review services for the Mariposa Avenue Safe Routes to School Phase 3 Project.

Attachments: Resolution

RESOLUTION NO. 2015-

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONTRACT WITH DRAKE-HAGLAN & ASSOCIATES, INC. TO PROVIDE PROFESSIONAL SERVICES FOR THE MARIPOSA AVENUE SAFE ROUTE TO SCHOOL PHASE 3 PROJECT

WHEREAS, in 2014 the City was awarded a Sacramento Area Council of Governments (SACOG) Bicycle and Pedestrian Facilities Program grant for design and construction of bicycle and pedestrian improvements to Mariposa Avenue; and

WHEREAS, the City issued a Request for Proposals to provide engineering design and environmental review for the Mariposa Avenue Safe Route to School Phase 3 Project; and

WHEREAS, Proposals were submitted on February 20, 2015 and Drake-Haglan & Associates, Inc. was found to be best qualified to provided the required services; and

WHEREAS, the City now desires to enter into a Professional Services Contract with Drake-Haglan & Associates, Inc., in an amount not to exceed \$144,870; and

WHEREAS, the proposed professional services will be paid for with SACOG Bicycle and Pedestrian Facilities Program grant funds and Measure A (new) funds designated for this project in the City's Capital Improvement Program; and

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the City Council of the City of Citrus Heights that the City Manager is authorized to enter into a Contract for Services with Drake-Haglan & Associates, Inc. for engineering design and environmental review services for the Mariposa Avenue Safe Route to School Phase 3 Project.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED AND ADOPTED by the City Council of the City of Citrus Heights, California, this 14th day of May, 2015, by the following vote, to wit:

YES:

NOES:

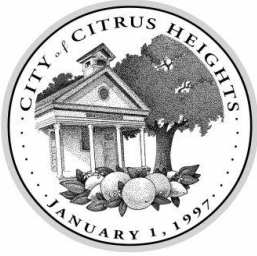
ABSTAIN:

ABSENT:

Susan Frost, Mayor

ATTEST:

Amy Van, City Clerk



CITY OF CITRUS HEIGHTS

Memorandum

May 14, 2015

TO: Mayor and City Council Members
Henry Tingle, City Manager

FROM: David Wheaton, General Services Director
Stuart Hodgkins, Principal Civil Engineer
Mary Poole, Operations Manager

SUBJECT: Area 5 Traffic Safety and Walkability Project – Phase 1B
Final Acceptance – City PN 20-13-002

Approved and Forwarded to
City Council

_____ Fin.

_____ Atty.

Henry Tingle, City Manager

Summary and Recommendation

On April 24, 2014, the City Council awarded a contract to Central Valley Engineering & Asphalt for the Area 5 Traffic Safety and Walkability Project – Phase 1B (Project). The contractor has completed all the work and the Project has been field accepted by staff.

At this time, staff recommends City Council approve the attached resolution, accepting the Project as complete and directing the City Engineer to record a Notice of Completion for the Project and release the remaining retention amount after the 35 day lien period.

Fiscal Impact

The Contractor was awarded a contract in the amount of \$774,625.38 and the City Council approved one amendment (\$41,504.50), increasing the contract amount to \$816,129.88. During the process of the work two (2) change orders were issued increasing the contract by \$104,605.58. The final project cost is \$920,735.46, which is 12.8% higher than the amended contract price. Funding for construction, construction management and inspection came from the following sources: Gas Tax and Storm Water Utility Funds.

Background and Analysis

For several years, the City Council, staff and community members raised concerns regarding traffic safety, accessibility and walkability conditions in Neighborhood Area 5. Some traffic calming and accessibility improvements have been installed over the years in Area 5, with varying degrees of success reported. In early 2009, staff began working with stakeholders in Area 5 to develop a comprehensive neighborhood-wide plan. In January 2010, the City Council approved the final Traffic Safety, Accessibility and Walkability Plan for Area 5.

The Area 5 Traffic Safety and Walkability Project – Phase 1B was a direct result of this program. The Project constructed curb extensions at 10 neighborhood intersections, a mini round-a-bout at Sperry

Subject: Area 5 Traffic Safety and Walkability Project – Phase 1B – Final Acceptance

Date: May 14, 2015

Page 2 of 2

and Spicer, and four (4) raised median islands and install bike lanes along the Brooktree/Dunmore corridor. Each intersection got new, fully compliant ADA curb ramps as well.

On April 24, 2014, the City Council awarded a contract to Central Valley Engineering & Asphalt, Inc. Work on the project has been completed and field accepted and staff and the Contractor have agreed on the final pay quantities and now seek final acceptance by the City Council.

Conclusion

Staff recommends City Council approve the attached resolution accepting the Project as complete and directing the City Engineer to record a Notice of Completion for the Project and release the remaining retention amount after the 35 day lien period.

Central Valley Engineering & Asphalt, Inc. has provided the required 100% Warranty Bond to guarantee their work for one year.

Attachments: (1) Resolution

RESOLUTION NO. 2015 - _____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS, CALIFORNIA, ACCEPTING THE AREA 5 TRAFFIC SAFETY AND WALKABILITY PROJECT – PHASE 1B AS COMPLETE AND AUTHORIZING THE CITY ENGINEER TO RECORD A NOTICE OF COMPLETION AND RELEASE THE CONTRACT RETENTION

WHEREAS, On April 24, 2014 the City authorized the award of a contract to Central Valley Engineering & Asphalt to perform the Area 5 Traffic Safety and Walkability Project – Phase 1B; and

WHEREAS, Central Valley Engineering & Asphalt has completed the work for the Area 5 Traffic Safety and Walkability – Phase 1B Project in accordance with the special provisions and standard construction specifications, and has approved the Final Engineer’s Estimate of Quantities and retention amount to be released for the project.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the City Council of the City of Citrus Heights that the Area 5 Traffic Safety and Walkability – Phase 1B Project is hereby accepted as complete.

BE IT FURTHER RESOLVED AND ORDERED that the City Engineer is authorized to record a Notice of Completion for the Area 5 Traffic Safety and Walkability – Phase 1B Project with the Sacramento County Recorder and to release the contract retention after the 35 day lien period.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED AND ADOPTED by the City Council of the City of Citrus Heights, California, this 14th day of May, 2015, by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

Susan Frost, Mayor

ATTEST:

Amy Van, City Clerk



CITY OF CITRUS HEIGHTS

Memorandum

May 14, 2015

TO: Mayor and City Council Members
Henry Tingle, City Manager

FROM: David Wheaton, General Services Director
Stuart Hodgkins, Principal Civil Engineer

SUBJECT: On-Call Materials Testing and Inspection Services – Unico Engineering
Approval of Contract Amendment No. 1

Approved and Forwarded to City Council

_____ Fin.

_____ Atty.

Henry Tingle, City Manager

Summary and Recommendation

On June 12, 2014, the City Council authorized a Contract for Service with Unico Engineering, Inc. (UNICO) to provide on-call materials testing and engineering inspection services for locally funded capital improvement projects. UNICO has provided excellent service on two important City projects and their compensation has reached the maximum not-to-exceed fiscal year fee of \$100,000. Staff desires to utilize UNICO to provide inspection on the 2015 Street and Bus Stop Improvements Project to start construction in late May.

To enable UNICO to provide additional materials testing and inspection services in the 2014/2015 fiscal year it is now necessary to increase the maximum fiscal year compensation limit. As a result, staff has negotiated Amendment No. 1 to the agreement (draft attached) with UNICO to increase the maximum total compensation for Fiscal year 2014/2015 from \$100,000 to \$130,000.

Staff recommends the City Council adopt the attached resolution authorizing the City Manager to execute Amendment No. 1 to the agreement with UNICO increasing the maximum total compensation for Fiscal year 2014/2015 to \$130,000.

Fiscal Impact

The maximum compensation limit for services performed under the original agreement was set at \$100,000 per fiscal year. The proposed Contract Amendment No. 1 increases the compensation limit for the current fiscal year (2014/2015) to \$130,000. In accordance with the original contract, a Task Order for work on a specific capital project will be issued to the UNICO and payment will be made from the funding sources available for that capital project.

Background and Analysis

The City's philosophy is to maintain a small, core staff and retain contractors/consultants to augment City staff when needed to assist with inspection on various capital improvement projects. On June 12, 2014 the City awarded contracts to Unico Engineering and 4 Leaf, Inc. to provide materials testing and public works inspection services on an as-needed basis for a wide variety of locally funded capital improvement

projects. The maximum compensation limit for services performed under each contract was set at \$100,000 per fiscal year.

To date, UNICO has provided excellent service on two important City projects (Green Parking Lot and 2014 Residential Street Resurfacing) and their compensation has reached the maximum. Staff desires to utilize UNICO to provide materials testing and inspection on the upcoming 2015 Street and Bus Stop Improvement Project, which is expected to start construction in early June. To enable UNICO to provide additional materials testing and inspection services in the 2014/2015 fiscal year, a contract amendment is needed to increase the maximum total compensation for the current fiscal year.

Staff has negotiated Amendment No. 1 to the contract (draft attached) with UNICO to increase the maximum total compensation for Fiscal Year 2014/2015 from \$100,000 to \$130,000. Approval of Amendment No. 1 will ensure the City has the resources needed to properly monitor construction of the 2015 Street and Bus Stop Improvements Project successfully.

Conclusion

Staff recommends the City Council adopt the attached resolution authorizing the City Manager to execute Amendment No. 1 to the Contract for Services with UNICO, increasing the maximum total compensation for Fiscal Year 2014/2015 to \$130,000.

Attachments: (1) Resolution

RESOLUTION NO. 2015 - ____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS, CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE AMENDMENT NO. 1 WITH THE UNICO ENGINEERING, INC. TO PROVIDE FOR ADDITIONAL MATERIALS TESTING AND INSPECTION SERVICES DURING FISCAL YEAR 2014/2015

WHEREAS, on June 12, 2014, the City Council of the City of Citrus Heights, California executed a contract with the Unico Engineering, Inc. to provide “On-call” materials testing and construction inspection services for various locally funded capital improvement projects; and

WHEREAS, the City wishes to amend the contract with Unico Engineering to enable them to provide additional materials testing and inspection services on the 2015 Street and Bus Stop Improvement Project; and

WHEREAS, it is necessary to increase the maximum compensation for Fiscal Year 2014/2015 from \$100,000 to \$130,000 to provide for these additional services.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the City Council of the City of Citrus Heights that the City Manager is hereby authorized to execute Contract Amendment No. 1, increasing the maximum compensation limit to \$130,000 for Fiscal Year 2014/2015.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED AND ADOPTED by the City Council of the City of Citrus Heights, California, this 14th day of May, 2015, by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

Susan Frost, Mayor

ATTEST:

Amy Van, City Clerk



CITY OF CITRUS HEIGHTS

Memorandum

May 14, 2015

TO: Mayor and City Council Members
Henry Tingle, City Manager

FROM: David Wheaton, General Services Director
Stuart Hodgkins, Principal Civil Engineer

SUBJECT: **2015 Street and Bus Stop Improvements**
Award of Construction Contract
City PN 22-15-001

Approved and Forwarded to City Council

_____ Fin.

_____ Atty.

Henry Tingle, City Manager

Summary and Recommendation

The 2015 Street and Bus Stop Improvements Project (Project) was advertised on March 9, 2015 and on March 26, 2015, the City received three (3) bids for the Project. The bids were opened and publicly read aloud and evaluated to ensure their responsiveness to our bidding requirements and their financial responsibility. After evaluating all the bids, staff has determined that Central Valley Engineering & Asphalt, Inc. (CVE) submitted the lowest responsive and responsible Base Bid.

<u>COMPANY</u>	<u>BASE BID</u>
Central Valley Engineering & Asphalt	\$ 207,715.30
Martin Bothers Construction, Inc.	\$ 254,933.00
Martin General Engineering, Inc.	\$ 301,178.80

Staff recommends the City Council approve the attached Resolution, authorizing the City Manager to execute an agreement with Central Valley Engineering & Asphalt, Inc. in the amount of \$207,715.30 for the 2015 Street and Bus Stop Improvements Project.

Fiscal Impact

The Contractor's bid for the project is \$ 207,715.30. However, this bid is based upon estimated quantities, which may vary due to actual field conditions. Ultimately, the Contractor is paid for actual work completed based upon the unit price bid, which may require the approval of a change order. Change orders for amounts less than 15% of the total contract price shall require prior written approval of the City Manager. Change orders for amounts equal to or greater than 15% of the total contract price shall require prior written approval of the City Council. Funding for construction, construction management and inspection will come from the following sources: Measure A Maintenance, Measure A Pedestrian Safety Funds, Transit Impact Funds and Stormwater funds. The City also received funds from Sacramento County for improvements specific to the Old Auburn/Wachtel/Oakwood Hills Circle area.

Background and Analysis

This project will perform localized pavement repair and overlays on two (2) streets (Glen Arbor Way and Ironbark Court), install accessibility enhancements to six (6) bus stops and construct pedestrian and traffic safety improvements to the Old Auburn Rd/Wachtel Way and Old Auburn Rd/Oakwood Hills Circle. The work will include installation of 6 fully compliant curb access (ADA) ramps and, in response to neighborhood safety concerns, a new all-way stop will be installed at the Old Auburn Rd./Oakwood Hills Circle intersection.

The City opened bids for the Project on March 26, 2015, and after a thorough analysis, staff has determined that Central Valley Engineering & Asphalt, Inc.'s bid of \$207,715.30 is the lowest responsive and responsible Base Bid. Council may now award a contract to the low bidder.

Conclusion

Staff recommends the City Council approve the attached Resolution authorizing the City Manager to execute an agreement with Central Valley Engineering & Asphalt, Inc. for the 2015 Street and Bus Stop Improvements Project.

Attachments: Resolution

RESOLUTION NO. 2015- ____

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS,
CALIFORNIA, AUTHORIZING THE CITY MANAGER TO EXECUTE AN
AGREEMENT WITH CENTRAL VALLEY ENGINEERING & ASPHALT, INC.
FOR THE 2015 STREET AND BUS STOP IMPROVEMENTS PROJECT**

WHEREAS, the City Council of the City of Citrus Heights, California, wishes to proceed with the 2015 Street and Bus Stop Improvements Project; and

WHEREAS, Bids for the Project were opened on March 26, 2015 and Central Valley Engineering & Asphalt, Inc. was determined to be the lowest responsive, responsible bidder for the subject project; and

WHEREAS, adequate Measure A Maintenance, Measure A Pedestrian Safety Funds, Transit Impact Funds and Storm Water Utility funds have been budgeted for the Project.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the City Council of the City of Citrus Heights hereby authorizes the City Manager to execute an agreement, in the amount of \$207,715.30, with Central Valley Engineering & Asphalt, Inc. for the 2015 Street and Bus Stop Improvements Project and that a copy of the Agreement is available and on file in the City Clerk's office and is incorporated herein by reference and made a part of this Resolution.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED AND ADOPTED by the City Council of the City of Citrus Heights, California, this 14th day of May, 2015, by the following vote, to wit:

AYES:

NOES:

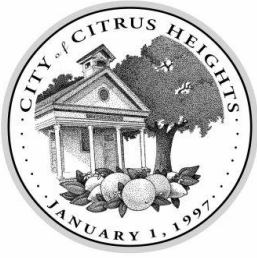
ABSTAIN:

ABSENT:

Susan Frost, Mayor

ATTEST:

Amy Van, City Clerk



CITY OF CITRUS HEIGHTS

Memorandum

Approved and Forwarded to City Council

_____ Fin.

_____ Atty.

Henry Tingle, City Manager

May 14, 2015

TO: Mayor and City Council Members
Henry Tingle, City Manager

FROM: David Wheaton, General Services Director
Stuart Hodgkins, Principal Civil Engineer

SUBJECT: 2014 Residential Street Resurfacing Project
Final Project Acceptance
City PN 22-14-001

Summary and Recommendation

On September 11, 2014, City Council awarded a contract to Central Valley Engineering & Asphalt in the amount of \$1,211,222.15 for the 2014 Residential Street Resurfacing Project (Project). The contractor has completed all construction work and all required payroll compliance documentation and the Project has been field accepted by staff.

Staff recommends City Council approve the attached resolution, accepting the Project as complete and directing the City Engineer to record a Notice of Completion for the Project and release the remaining retention amount after the 35 day lien period.

Fiscal Impact

The Contractor was awarded a contract in the amount of \$1,211,222.15 for the Base Bid and Additive Alternates 1 and 2. During the progress of the work, three (3) change orders were issued, which resulted in a net increase in the contract of \$27,832.46. The final project cost is \$1,239,054.61, which is 2.3% more than the original bid. Funding for construction, construction management and inspection came from the following sources: Gas Tax, Measure A Maintenance, General Capital Improvement and Storm Water Utility funds. Additionally, under the provisions of a cost sharing agreement for work on West Whyte Avenue, the City of Roseville (Roseville) will reimburse Citrus Heights \$121,609.73 for work on Roseville's part of the street.

Background and Analysis

Streets are selected for resurfacing on a priority basis using the City's computerized Pavement Management System as well as staff's inspection of streets. The program coordinates and prioritizes various elements of pavement maintenance and types of resurfacing based on various factors including surface and structural condition, traffic volume, costs, and historical repairs. The streets in this project were selected to be resurfaced because of the level of deterioration in the pavement.

This year's project accomplished pavement repairs and asphalt concrete overlays on ten (10) streets with an approximate total length of 1.6 miles. Additionally, forty three (43) fully compliant curb access (ADA) ramps were installed.

On September 11, 2014, the City Council awarded a contract to Central Valley Engineering & Asphalt, including additive alternates 1 and 2, for the Project and a Notice to Proceed was issued effective September 23, 2014. Work on the project was completed and field accepted in February 2015. Staff and the Contractor have agreed on the final pay quantities and now seek final acceptance by the City Council.

Conclusion

Staff recommends City Council approve the attached resolution accepting the Project as complete and directing the City Engineer to record a Notice of Completion for the Project and release the remaining retention amount after the 35 day lien period.

Central Valley Engineering & Asphalt has provided the required 100% Warranty Bond to guarantee their work for one year.

Attachments: Resolution

RESOLUTION NO. 2015- ____

A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF CITRUS HEIGHTS, CALIFORNIA, ACCEPTING THE 2014 RESIDENTIAL STREET RESURFACING PROJECT AS COMPLETE AND AUTHORIZING THE CITY ENGINEER TO RECORD A NOTICE OF COMPLETION AND RELEASE THE CONTRACT RETENTION

WHEREAS, On September 11, 2014, City Council authorized the award of a contract to Central Valley Engineering & Asphalt to perform the 2014 Residential Street Resurfacing Project; and

WHEREAS, Central Valley Engineering & Asphalt has completed the work for the 2014 Residential Street Resurfacing Project in accordance with the special provisions and standard construction specifications, and has approved the Final Engineer's Estimate of Quantities and retention amount to be released for the project.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the City Council of the City of Citrus Heights that the 2014 Residential Street Resurfacing Project is hereby accepted as complete.

BE IT FURTHER RESOLVED AND ORDERED that the City Engineer is authorized to record a Notice of Completion for the 2014 Residential Street Resurfacing Project with the Sacramento County Recorder and to release the contract retention after the 35 day lien period.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED AND ADOPTED by the City Council of the City of Citrus Heights, California, this 14th day of May, 2015, by the following vote, to wit:

AYES:

NOES:

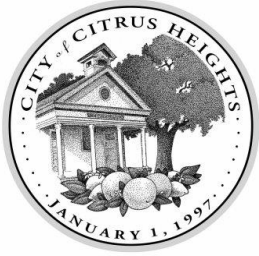
ABSTAIN:

ABSENT:

Susan Frost, Mayor

ATTEST:

Amy Van, City Clerk



CITY OF CITRUS HEIGHTS

Memorandum

May 14, 2015

TO: Mayor and City Council Members
Henry Tingle, City Manager

FROM: David Wheaton, General Services Director
Stuart Hodgkins, Principal Civil Engineer
Mary Poole, Operations Manager
Ardelyn Flores, Associate Civil Engineer

SUBJECT: Sunrise Boulevard Bus Stop Improvements Project – Phase 2
Final Project Acceptance
Project No. 20-14-001

Approved and Forwarded to City Council

_____ Fin.

_____ Atty.

Henry Tingle, City Manager

Summary and Recommendation

On April 10, 2014, the City Council awarded a contract to Central Valley Engineering & Asphalt, Inc. (CVE) for the Sunrise Boulevard Bus Stop Improvements Project – Phase 2 (Project). The project added new bus turnouts on Sunrise Boulevard at the southwest corner of Macy Plaza Drive and the southwest corner of Uplands Way. The contractor has completed all work and the Project has been field accepted by staff.

Staff recommends City Council approve the attached resolution accepting the Project as complete and directing the City Engineer to record a Notice of Completion for the Project and release the remaining retention amount after the 35 day lien period.

Fiscal Impact

The approved contract amount for the project was \$388,880.00. The total cost for construction was \$429,033.24 (10.33% over contract amount). The costs due to adjustments in actual quantities placed during construction represent 2.04% of this increased cost. During the project, AT&T had to make a last minute replacement of a communications vault that was located within the new bus stopping pad at the Macy Plaza Drive/Sunrise Blvd location. Costs for this delay totaled \$32,237.92 (8.29% of contract amount) and the City is now seeking restitution from AT&T for these costs.

The Project is funded by Transit Capital funds and Measure A funds. In accordance with our agreement with Sacramento Regional Transit District (RT), 50% of the total project cost (design and construction) will be reimbursed by RT.

Background and Analysis

City Staff and Sacramento Regional Transit District (RT) have developed a cooperative ongoing program to improve bus stops throughout the city. The two locations included in the Sunrise Boulevard Bus Stop Improvements Project – Phase 2 are located in Neighborhood Area and are as follows:

Location 1 – Existing bus stop on the southwest corner of Sunrise Blvd and Macy Plaza Drive.

Work included construction of a bus turnout; concrete bus stopping pad; installation of a shelter and benches; reconstruction of existing curbs, gutters, sidewalks, and ADA ramps; new retaining walls; relocation of utilities; and minor modification of traffic signal for pedestrian passage.

Location 2 – Existing bus stop on the southwest corner of Sunrise Blvd and Uplands Way. Work

included construction of a bus turnout; concrete bus stopping pad; installation of a shelter and benches; reconstruction of existing curbs, gutters, and sidewalks; new retaining walls; and relocation of utilities.

The Project improved existing bus stops by installing bus stopping pads in the roadway and bus shelter pads for future bus shelters. The project also included reconstruction of existing sidewalk, curb and gutter, curb access (ADA) ramps to current standards.

The construction time for this project was extended 72 days due the replacement of an existing AT&T vault. During the construction of the bus stop at Location 1, it was discovered that the existing AT&T vault constructed in the 1950's was substandard and could not structurally support the weight of busses if the vault was modified to the designed elevation. AT&T evaluated, designed, and constructed the replacement vault just prior to the City's 2014 holiday moratorium. The contractor was able to resume work in January 2015 and complete the project.

Conclusion

Staff recommends City Council approve the attached resolution accepting the Project as complete and directing the City Engineer to record a Notice of Completion for the Project and release the remaining retention amount after the 35 day lien period.

CVE has provided the required Warranty Bond to guarantee their work for one year.

Attachments: (1) Resolution

RESOLUTION NO. 2015- ____

**A RESOLUTION OF THE CITY COUNCIL OF THE
CITY OF CITRUS HEIGHTS, CALIFORNIA, ACCEPTING THE SUNRISE
BOULEVARD BUS STOP IMPROVEMENTS PROJECT – PHASE 2 AS COMPLETE
AND AUTHORIZING THE CITY ENGINEER TO RECORD A NOTICE OF
COMPLETION AND RELEASE THE CONTRACT RETENTION**

WHEREAS, On April 10, 2014, City Council authorized the award of a contract to Central Valley Engineering & Asphalt, Inc. to perform the Sunrise Boulevard Bus Stop Improvements Project – Phase 2; and

WHEREAS, Central Valley Engineering & Asphalt, Inc. has completed the work for the Sunrise Boulevard Bus Stop Improvements Project – Phase 2 in accordance with the special provisions and standard construction specifications, and has approved the Final Engineer's Estimate of Quantities and retention amount to be released for the project.

NOW, THEREFORE, BE IT RESOLVED AND ORDERED by the City Council of the City of Citrus Heights that the Sunrise Boulevard Bus Stop Improvements Project – Phase 2 is hereby accepted as complete.

BE IT FURTHER RESOLVED AND ORDERED that the City Engineer is authorized to record a Notice of Completion for the Sunrise Boulevard Bus Stop Improvements Project – Phase 2 with the Sacramento County Recorder and to release the contract retention after the 35 day lien period.

The City Clerk shall certify the passage and adoption of this Resolution and enter it into the book of original resolutions.

PASSED AND ADOPTED by the City Council of the City of Citrus Heights, California, this 14th day of May, 2015 by the following vote, to wit:

AYES:

NOES:

ABSTAIN:

ABSENT:

Susan Frost, Mayor

ATTEST:

Amy Van, City Clerk



CITRUS HEIGHTS

Memorandum

Approved and Forwarded to City Council

_____ Fin.

_____ Atty.

Henry Tingle, City Manager

May 14, 2015

TO: Mayor and City Council Members
Henry Tingle, City Manager

FROM: Colleen McDuffee, Planning Manager
Alison Bermudez, Associate Planner

SUBJECT: Antelope Crossing SPA Amendment - File # OTA-15-01

Summary and Recommendation

On April 22, 2015, the Planning Commission unanimously recommended that the City Council adopt the changes to the Zoning Code that would allow an existing freeway orientated electronic sign to display messages.

Motions:

1. Determine that the proposed project is exempt from CEQA under sections 15061.(b)(3) and 15311(a); and
2. Move to introduce for first reading Ordinance No. 2015-____, and waive reading of the entire ordinance, amending Zoning Code Article 3, Section 106.38.040.B (Prohibited Signs) and Article 5, Section 106.50.030.E.11 (Antelope Crossing SPA) as shown in Exhibit A.

Fiscal Impact

No Impact

Request

The applicant, Stones Gambling Hall and Tavern, requests a revision to the Zoning Code that would allow the electronic portion of their existing freeway sign to display text and remove the restriction that states the message board may only display time and temperature. The project requires two sections of the Zoning Code to be amended, Section 106.38.040.B (Prohibited

Signs) and Section 106.50.030.E.11 (Antelope Crossing Special Planning Area). The proposed amendments include a variety of standards that would regulate the operation of the message board (display timing, illumination, etc.) and are provided as Attachment 3. The criteria used to establish the regulations were compiled through surveys with other jurisdictions that permit electronic signs adjacent to a freeway. All cities surveyed prohibited scrolling and flashing signs as well as had a minimum time display time. The proposed revisions were compiled through these surveys and staff believes the standards will provide flexibility in the use of the sign yet provide standards that ensure the sign is operated to not be a distraction to passersby. The proposed changes would only apply to this one existing freeway sign within the Antelope Crossing business area and would not allow electronic message displays citywide.

Background

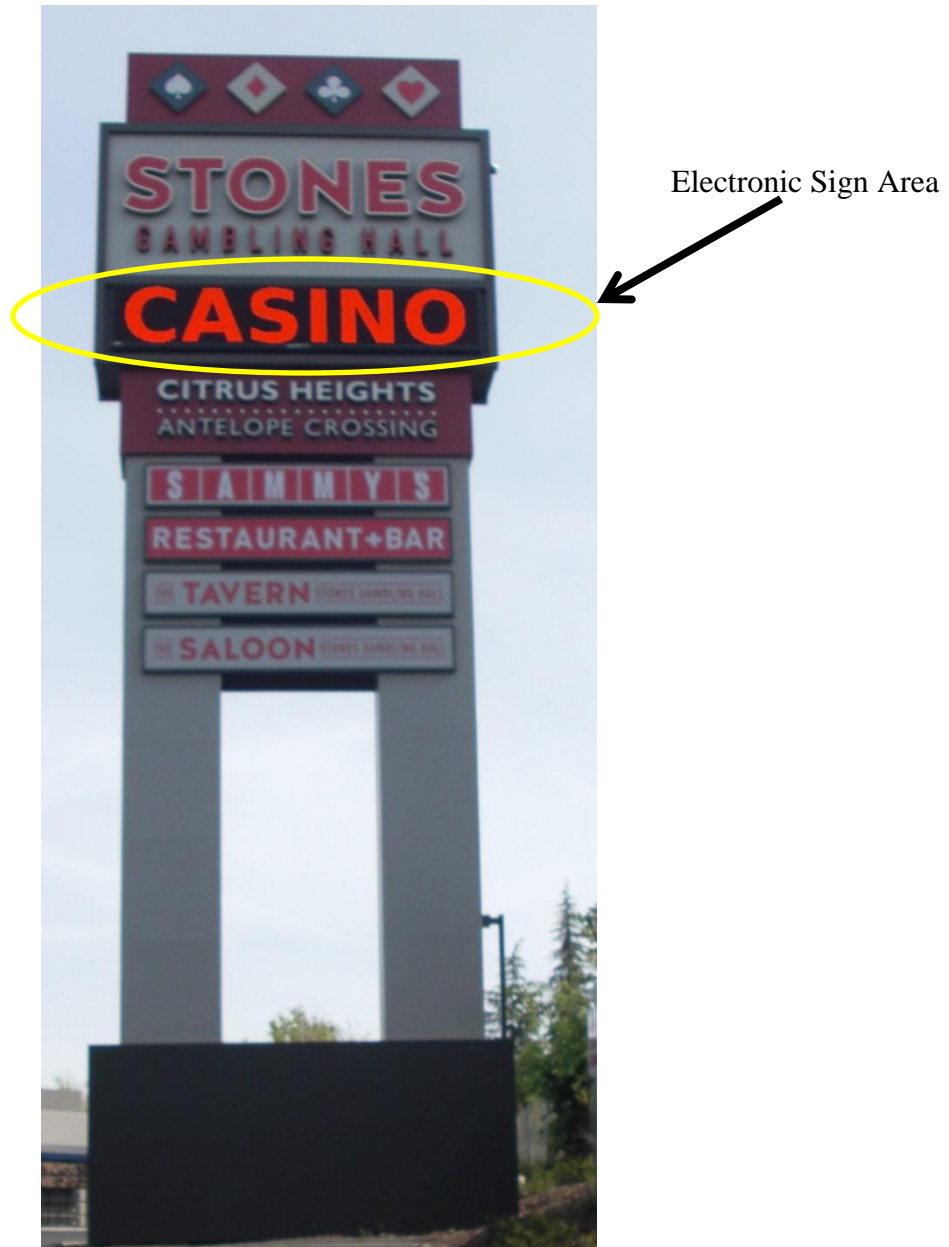
The proposal is to amend the sign regulations within the Special Planning Area known as Antelope Crossing. Special Planning Areas provide deviations from the certain development standards of the Zoning Code. These deviations provide the opportunity for innovation and responsive project designs that accommodate sites unique features (topography, visibility, creeks, trees, etc.) that without special consideration may produce impacts if the Zoning Code standards were applied without adjustment.

The Antelope Crossing Special Planning Area (ACSPA) has faced many challenges over the years. In 2012, the City conducted a study to review Antelope Crossing's existing conditions and outline a vision for the future. The study, titled "The Antelope Crossing Transformation Plan" identified that this commercial area had a lack of visibility from the freeway and Antelope Road, poor vehicular and pedestrian connectivity and obsolete building design.

In addition to its visibility and design issues, Antelope Crossing faces steep competition from retail centers in nearby Roseville and Rocklin that have good freeway visibility, access and are more contemporary centers. Over the years, brokers have reported that some tenants have looked at the spaces, but due to the severe visibility problems the sites were not considered.

The Transformation Plan set forth a vision for the future, establishing initial steps for building and signage improvements that could be implemented to re-invigorate the area and position it for a successful future. One of the items identified by the plan is the addition of a freeway sign within the commercial area south of Antelope Road and adjacent to I-80. It was determined that a freeway orientated sign would maximize freeway visibility and help guide visitors to the commercial area.

In 2014, a 60-foot tall 19-foot wide double-faced multi-tenant freeway orientated sign was placed on the property at 6510 Antelope Road in accordance with the guidelines of the Antelope Crossing SPA. A portion of the installed sign includes an electronic message board that was permitted to display time and temperature. The electronic sign portion of the area is highlighted below:



The City's Zoning Code prohibits electronic displays except for time and temperature. Due to the improvement in energy conservation, clearer displays, and lower manufacturing costs businesses have begun to express interest in installing these types of signs. The City Council previously directed staff to learn more about electronic displays and also directed staff to reach out to the business community for feedback. Over the past year, staff has participated in a Chamber of Commerce led committee which has been discussing signage, including electronic displays and temporary signage. After a series of meetings, the committee presented staff with their recommendations that would allow for electronic signage in the City's commercial areas. Staff is in the process of reviewing the committee's recommendations and analyzing additional aspects of electronic signage. Staff will be presenting the analysis and any proposed changes to

the signage regulations within the next few months. The applicant for the current request did not desire to wait until the overall analysis was completed, and therefore submitted the application to amend the Zoning Code that is under consideration tonight. The current proposal is unique in that it will only apply to the City's one freeway orientated sign. Freeway orientated signs have different characteristics than typical monument and building signage found in commercial areas. Because of this, staff supported evaluating the proposal separate from the overall analysis of electronic signs that will be forthcoming later this year

Planning Commission Hearing

The Planning Commission considered this on April 22nd. A copy of the staff report is provided as Attachment 6. The Commission discussed the proposal including asking staff's confirmation that the proposed changes would not allow additional electronic or freeway signage. Commission members also expressed concern with the lack of compliance since the sign has consistently been used to display messages beyond time and temperature. At the conclusion of the discussion, the Planning Commission unanimously voted to forward a recommendation of approval of the proposed ordinance as shown in Exhibit A.

Environmental Determination

The project is considered Categorical Exempt from the provision of the California Environmental Quality Act (CEQA) under section 15061.(b)(3), the General Rule exemption, due to the proposed changes are minor in nature in that the project is modifying the text within the Zoning Code only and is not allowing the installation of new signage, either structural or electronic. The project also qualifies for a CEQA exemption under section 15311(a) (On-Premise Signs) that exempts on-premise signs and similar accessory structures from environmental review.

Conclusion

The Planning Commission recommends that the City Council adopt the Ordinance adopting the updated Zoning Code.

Motions:

1. Determine that the proposed project is exempt from CEQA under sections 15061.(b)(3) and 15311(a); and
2. Move to introduce for first reading Ordinance No. 2015-____, and waive reading of the entire ordinance, amending Zoning Code Article 3, Section 106.38.040.B (Prohibited Signs) and Article 5, Section 106.50.030.E.11 (Antelope Crossing SPA) as shown in Exhibit A.

Attachments:

1. Map of Antelope Crossing Business District
2. Prohibited Signs Text Revisions

Subject: Antelope Crossing Electronic Sign

Date: May 14, 2015

Page 5 of 5

3. Antelope Crossing Special Planning Text Revisions
4. Antelope Crossing Business Association Letter of Support
5. Letter of support from Neighborhood Association Area 1
6. Planning Commission Staff Report from April 22nd without attachments

Exhibits

- A. Ordinance 2015-____
 - A-1 Zoning Code Section 106.38.040
 - A-2 Zoning Code Section 106.50.030



North

CITY OF CITRUS HEIGHTS

West of I-80 at Antelope Road

OTA-15-01

Antelope Crossing SPA

Ordinance Text Amendment

Scale: None

Attachment 1

106.38.040 - Prohibited Signs

All signs not expressly allowed by this Chapter shall be prohibited unless allowed through an Exception to Sign Regulations application as specified in Section 106.62.080 (Exception to Sign Regulations). Examples of prohibited signs include, but are not limited to, the following:

- A. Abandoned signs;
- B. ~~Animated and moving signs, including electronic message display signs, and variable intensity, blinking, or flashing signs, or signs that emit a varying intensity of light or color, except time and temperature displays (which are not considered signs), and barber poles;~~ Animated, moving, variable intensity, blinking, or flashing signs, or signs that emit a varying intensity of light or color. Not included are electronic message displays for time and temperature (which are not considered signs), barber poles; and electronic message boards when permitted within a Special Planning Area.
- C. Off-site signs (e.g., billboards, and signs painted or mounted on a vehicle parked for longer than necessary for on-site delivery or pick-up operations), except as provided by Sections 106.38.070.G (Off-site signs), and 106.38.070.J.2 (Temporary Signs - Subdivision directional signs - Off-site);
- D. Obscene signs, as obscenity is defined by State law;
- E. Pole signs;
- F. Roof signs;
- G. Because of the City's compelling interest in ensuring traffic safety, signs that simulate in color, size, or design, any traffic control sign or signal, or that make use of words, symbols, or characters in a manner that interferes with, misleads, or confuses pedestrian or vehicular traffic;
- H. A sign in the form or shape of a directional arrow, or otherwise displaying a directional arrow, except as approved by the review authority, or as required for safety and convenience and for control of on-site vehicular and pedestrian traffic;
- I. A sign painted on, attached to, or suspended from, a car, truck, boat, other vehicle, or other movable object that is parked longer than necessary for on-site delivery or pick-up operations within a public right-of-way, or located on private property but conspicuously visible from a public right-of-way; except a sign painted directly upon, magnetically affixed to, or permanently affixed to the body or other integral part of a vehicle that is smaller than a single door panel;
- J. A sign burned, cut, or otherwise marked on or affixed to a rock, tree, or other natural feature;
- K. A sign placed within a public right-of-way, except as provided by Section 106.38.050.E (Signs within a public right-of-way);
- L. Temporary and portable signs, except as specifically allowed by Section 106.38.070.~~I~~ J. (Temporary signs), including the following:
 - 1. Balloons and other inflatable devices;
 - 2. Flags, except as allowed by Section 106.38.035.F.2 (Official flags); and
 - 3. Pennants and streamers, except in conjunction with an athletic event, carnival, circus, or fair, and as allowed in Section 106.38.070.I (Temporary signs).
- M. Individual letters mounted on an exposed electrical raceway instead of mounted directly on a building wall. Exposed raceways are permitted only when the raceway is an integral design component of the sign as determined by the Director.

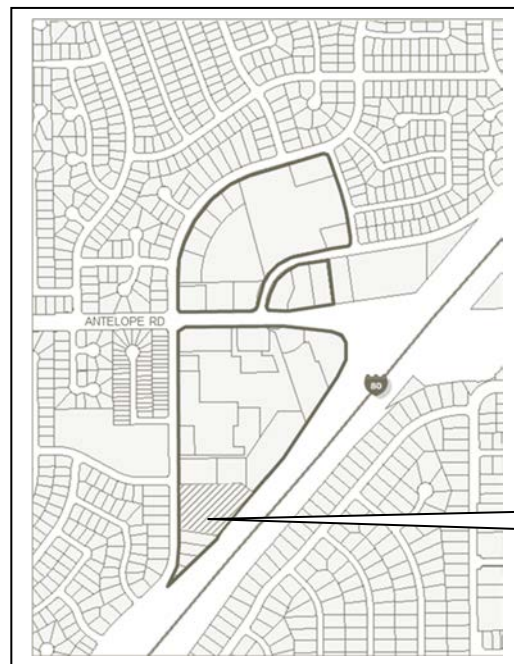
106.50.030 - Antelope Crossing

- A. **Purpose.** The intent of the Antelope Crossing Special Planning Area (SPA) is to spur reinvestment in the planning area and reposition the area to capitalize on the shopping centers' location while reducing vehicle miles traveled (VMT). The Antelope Crossing SPA shall provide for a mix of uses, improve connectivity between the shopping center and surrounding residential development and establish design standards to ensure aesthetically pleasing, quality development to meet the goals of the Antelope Crossing Transformation Plan.
- B. **Applicability.** This Section applies to proposed development and new land uses within the Antelope Crossing SPA, as shown on Figure 5-2 and the Zoning Map.
- C. **Allowable land uses.** Allowed uses within the planning area shall be limited to those authorized in the SC (Shopping Center) zoning district by Section 106.26.030 (Commercial and Industrial District Land Uses and Permit Requirements), subject to the permit requirements of Subsection D below.
- D. **Permit requirements.** Design Review approval shall be required for all proposed development. The replacement of an existing land use shall require planning permit approval in compliance with Section 106.26.030 (Commercial and Industrial District Land Uses and Permit Requirements).
- E. **Development standards - Overall Project Design Objectives.** The design objectives of this section are to accommodate a mixture of commercial and residential uses through innovative design, redevelop underutilized and aging buildings, create open space, plazas and pocket parks to create a walkable and attractive neighborhood center. Implementation of the development standards will create a safe and efficient network for vehicles, transit, bicycles and pedestrians, orient buildings toward the street, encourage different uses such as mixed-use office buildings for job creation, ensure compatibility with adjoining residential uses, and provide for innovative site design and enhanced architecture of commercial/mixed use and residential buildings.

Proposed development shall comply with all applicable requirements of the SC zoning district, including Article 3 (Site Planning and Project Design Standards) and Article 4 (Standards for Specific Land Uses) of the Zoning Code, and the following standards.

- 1. **Grading.** The design, layout, and configuration of improvements shall minimize the extent and amount of grading.
- 2. **Landscaping.** Landscaping shall be provided in accordance with the landscaping standards in Article 3. Each new nonresidential and multi-unit residential project shall provide landscaping in compliance with this Article.
- 3. **Internal Circulation.** Proposed internal circulation improvements shall create a network of roadways providing safe and direct access as well as visibility to businesses by vehicles, pedestrians and bicycles alike. Roadway improvements shall balance the needs of all users and include elements such as wide sidewalks, bicycle lanes and bicycle parking, slow travel lanes, bus shelters, parking within roadways, pedestrian-scaled light posts, way-finding signage and street trees. Where possible, traffic calming measures such as bulb-outs and enhanced crosswalks shall be built to further contribute to a safe, accessible and pedestrian friendly circulation network.
- 4. **Public Spaces and Plazas.** Wide sidewalks consisting of shade trees, pedestrian-scaled light posts and other pedestrian amenities that are adjacent to retail shall be provided to create active spaces and enhance the pedestrian experience. Wide sidewalks adjacent to cafes and restaurants shall provide for outdoor dining areas. Plazas and greens shall be incorporated with new development to further provide places to gather in Antelope Crossing. Open spaces shall be designed to enhance the pedestrian experience for shoppers, workers, residents and the public by providing passive recreation, as well as gathering spaces that can be used for events.
- 5. **Floor Area Limitation.** The floor area ratio (FAR) for residential and nonresidential buildings constructed in the planning area shall not exceed 0.6 in accordance with Article 2.
- 6. **Residential Units.** Total residential units for the planning area shall not exceed 118 units.

-
7. **Height limit.** No structure shall exceed a maximum height of 24 feet and 2 stories within 50 feet of a residential zone, 50 feet and 4 stories elsewhere in accordance with the height standards in Article 2.
 8. **Setbacks.** Building setbacks shall comply with the development standards in Article 2. The front and/or side-corner setback may be reduced or eliminated by the review authority to accommodate the placement of a building at the back of the street sidewalk, and/or pedestrian space including outdoor sitting or eating areas. Building setbacks may not be reduced to allow parking closer to street.
 9. **Parking.** All land uses shall comply with the parking and loading standards in Article 3. Additionally guest parking for residential development projects may be provided on adjoining commercial uses upon approval of the property owner(s). Reciprocal parking between adjacent uses that have different parking demands such as office and residential uses is allowed to avoid the overprovision of parking. A recorded access agreement shall be required for any offsite parking.
 10. **Outdoor Lighting.** Outdoor lighting shall comply with the outdoor lighting standards in Article 3. All outdoor lighting fixtures shall be designed, located, installed, aimed downward and maintained in order to prevent glare, light trespass, and light pollution.
 11. **Signs.** Proposed signs shall comply with the sign standards in Article 3 except as described below. Proposed signage shall be designed to enhance the identity of Antelope Crossing and individual businesses.
 - (a) **Freeway oriented signs.** One freeway oriented freestanding may be allowed with Use Permit approval, and otherwise in compliance with the sign standards in Article 3. The freeway oriented freestanding sign shall be located on property abutting a freeway that is oriented to and intended to be read from the freeway for the purpose of identifying the Planning Area and tenant(s) within the Planning Area. The sign shall be of a superior design incorporating high quality materials. Freeway signage shall incorporate Antelope Crossing's identity concept. The sign may have an electronic message component not to exceed 100 square feet on each side of the sign and shall operate in accordance with the following:
 - (1) The digital freeway sign shall display static messages only, and shall not have animation, movement, or the appearance or optical illusion of movement in or on any part of the sign structure, design, or pictorial segment of the sign. Each static message shall not include flashing or scintillating lighting, or varying light intensity.
 - (2) Each message on the sign must be displayed for a minimum of twelve (12) seconds.
 - (3) The sign shall not operate at brightness levels of more than 0.3 foot-candles above ambient light, as measured using a foot-candle meter at a distance of 250 feet from the sign face. Each digital display area shall have a light sensing device that will adjust the brightness of the sign as ambient light conditions change throughout the day.
 - (4) The electronic display may only display messages related to businesses located within the Antelope Crossing Special Planning Area.
 - (5) Audio speakers or any form of pyrotechnics are prohibited in association with the sign.



Uses in the Shopping Center (SC)
and Limited Commercial (LC)
zoning districts are allowed.

Figure 5-2 – Antelope Crossing

Subject: FW: Stones AC Electronic Sign



Antelope Crossing Business Association
PO Box 7405 Citrus Heights, CA 95621-7405

3-30-15

Alison Bermudez
Associate Planner
City of Citrus Heights
6237 Fountain Square Drive
Citrus Heights, CA 95621

Re: Support Letter for Stones Casino Electric Sign

On behalf of the Antelope Crossings Business Association, I write in support of the proposed zoning amendment to the Electronic Sign Code as it applies to the SPA for the Antelope Crossing area presented in your letter of March 11, 2015.

We solicited comments from our businesses and received positive comments regarding this improvement to the use of this electronic sign. We look forward to the benefits of bringing more awareness to our business district with the changes allowed by this Zone Code Amendment.

It is important that our neighborhood commercial center succeeds and thrives in the community. Thank you for the opportunity to support our businesses.

Sincerely,

Dale Covey
Board of Directors
Antelope Crossing Business Association



April 15, 2015

Citrus Heights
California 95621

Tonya Wagner
President
REACH Representative

Debbie Furry
Vice-President

Dorothy Odehnal
Secretary/Treasurer

Ron Murray
Member at Large
REACH Alternate

City of Citrus Heights
Planning Division
Attn: Alison Bermudez
6237 Fountain Square Drive
Citrus Heights CA 95621

RE: Zoning Ordinance Amendment

Alison:

Area 1, Northwest Neighborhood, has reviewed the request for changing the regulations to permit electronic signages that would display more than time/temperature. We do NOT prohibit the display of messages on the electronic sign board. We understand that at present only electronic signs displaying time/temperature are permitted but we find no fault with expanding use of the sign within the Antelope Crossing Planning Area

Sincerely,

Tonya Wagner



**CITY OF CITRUS HEIGHTS
PLANNING DIVISION STAFF REPORT
PLANNING COMMISSION MEETING**

April 22, 2015

Prepared by: Alison Bermudez, Associate Planner

REQUEST

The applicant is requesting an Ordinance Text Amendment that would modify the signage regulations within the Antelope Crossing Special Planning Area.

File Name: Antelope Crossing Special Planning Area Ordinance Amendment

File Number: OTA-15-01

Applicant: Masis Kevorkian
Stones Gambling Hall & Tavern
7727 Herschel Avenue
La Jolla, CA 92037

SUMMARY RECOMMENDATION

The Planning Division recommends that the Planning Commission:

- A. Recommend the City Council determine that the proposed project is exempt from CEQA under sections 15061.(b)(3) and 15311(a); and
- B. Recommend that the City Council approve Ordinance Text Amendments for Section 106.38.040.B (Prohibited Signs) and Section 106.50.030.E.11 (Antelope Crossing Special Planning Area) that would allow the display of text on an electronic message board within the Antelope Crossing Special Planning Area, based on the findings contained in the staff report.

ZONING AND LAND USES

Location:	Antelope Crossing Special Planning Area (See Vicinity Map Attachment 1).
REACH Neighborhood:	The site is within the boundaries of the Northwest Neighborhood Association (Area 1).

BACKGROUND

The proposal is to amend the sign regulations within the Special Planning Area known as Antelope Crossing. Special Planning Areas provide deviations from the certain development standards of the Zoning Code. These deviations provide the opportunity for innovation and responsive project designs that accommodate sites unique features (topography, visibility, creeks, trees, etc.) that without special consideration may produce impacts if the Zoning Code standards were applied without adjustment.

The Antelope Crossing Special Planning Area (ACSPA) has faced many challenges over the years. In 2012, the City conducted a study to review Antelope Crossing's existing conditions and outline a vision for the future. The study, titled "The Antelope Crossing Transformation Plan" identified that this commercial area had a lack of visibility from the freeway and Antelope Road, poor vehicular and pedestrian connectivity and obsolete building design.

In addition to its visibility and design issues, Antelope Crossing faces steep competition from retail centers in nearby Roseville and Rocklin that have good freeway visibility, access and are more contemporary centers. Over the years, brokers have reported that some tenants have looked at the spaces, but due to the severe visibility problems the sites were not considered.

The Transformation Plan set forth a vision for the future, establishing initial steps for building and signage improvements that could be implemented to re-invigorate the area and position it for a successful future. One of the items identified by the plan is the addition of a freeway sign within the commercial area south of Antelope Road and adjacent to I-80. It was determined that a freeway orientated sign would maximize freeway visibility and help guide visitors to the commercial area.

In 2014, a 60-foot tall 19-foot wide double-faced multi-tenant freeway orientated sign was placed on the property at 6510 Antelope Road in accordance with the guidelines of the Antelope Crossing SPA. A portion of the installed sign includes an electronic message board that was permitted to display time and temperature. The electronic sign portion of the area is highlighted below:



Electronic Sign Area
Approximately 100 sf

The City's Zoning Code prohibits electronic displays except for time and temperature. Due to the improvement in energy conservation, clearer displays, and lower manufacturing costs businesses have begun to express interest in installing these types of signs. The City Council directed staff to learn more about electronic displays and also directed staff to reach out to the business community for feedback. Over the past year, staff has participated in a Chamber of Commerce led committee who has been discussing signage, including electronic displays and temporary signage. After a series of meetings, the committee presented staff with their recommendations that would allow for electronic signage in the City's commercial areas. Staff is in process of reviewing the committee's recommendations and analyzing additional aspects of electronic signage. Staff will be presenting the analysis and any proposed changes to the signage regulations within the next few months. The applicant for the current request did not desire to wait until the overall analysis was completed, and therefore submitted the application to amend the Zoning Code that is under consideration tonight. The current proposal is unique in that it will only apply to the City's one freeway orientated sign. Freeway orientated signs have different characteristics than typical monument and building signage found in commercial areas. Because of this, staff supported evaluating the proposal separate from the overall analysis of electronic signs that will be forthcoming later this year.

PROJECT DESCRIPTION

The applicant, Stones Gambling Hall and Tavern, requests a revision to the Zoning Code that would allow the electronic portion of their existing freeway sign to display text and remove the restriction that states the message board may only display time and temperature. The project requires two sections of the Zoning Code to be amended, Section 106.38.040.B (Prohibited Signs) and Section 106.50.030.E.11 (Antelope Crossing Special Planning Area). The proposed amendments include a variety of standards that would regulate the operation of the message board (display timing, illumination, etc.). The proposed change would only apply to this one existing freeway sign within the Antelope Crossing business area and would not allow electronic message displays citywide.

Ordinance Text Amendments – Analysis

The current sign at Stones is unique due to it's the City's only freeway orientated sign. At the time that the Stones sign was approved, it was known that a citywide review of electronic signs was just underway. Based upon that knowledge, a condition of the Use Permit for the existing freeway sign stated that the sign would be allowed to display messages (beyond time and temperature) if at some point in the future the sign regulations were changed. Due to the fact that the review of possible electronic sign changes has moved slower than expected, Stones Gambling Hall has initiated this ordinance change in advance of any citywide changes.

Although the industry is changing and improving, electronic signage is still controversial. Possible driver distraction and visual clutter are some of the biggest areas of concern. Staff believes that these are valid concerns and if in the future a citywide sign ordinance change is considered these areas would need to be analyzed in greater detail. The changes proposed with this project will only apply to one electronic sign that is already in existence and includes specific display standards to reduce possible driver distraction. The proposed ordinance includes the following:

- Minimum display time before changing message; and
- Prohibition from scrolling or flashing messages.

The criteria used to establish the regulations were compiled through surveys with other jurisdictions that permit electronic signs adjacent to a freeway. All cities surveyed prohibited scrolling and flashing signs as well as had a minimum time display time. The proposed revisions were compiled through these surveys and staff believes the standards will provide flexibility in the use of the sign

yet provide standards that ensure the sign is operated to not be a distraction to passersby. The proposed revisions to the Signs section of the Antelope Crossing Planning area are as shown below as redline/strikeout:

- 11.a Freeway oriented signs. One freeway oriented freestanding may be allowed with Use Permit approval, and otherwise in compliance with the sign standards in Article 3. The freeway oriented freestanding sign shall be located on property abutting a freeway that is oriented to and intended to be read from the freeway for the purpose of identifying the Planning Area and tenant(s) within the Planning Area. The sign shall be of a superior design incorporating high quality materials. Freeway signage shall incorporate Antelope Crossing's identity concept. The sign may have an electronic message component not to exceed 100 square feet on each side of the sign and shall operate in accordance with the following:
- (1) Digital freeway signs shall display static messages only, and shall not have animation, movement, or the appearance or optical illusion of movement in or on any part of the sign structure, design, or pictorial segment of the sign. Each static message shall not include flashing or scintillating lighting, or varying light intensity.
 - (2) Each message on the sign must be displayed for a minimum of twelve (12) seconds.
 - (3) The sign shall not operate at brightness levels of more than 0.3 foot-candles above ambient light, as measured using a foot-candle meter at a distance of 250 feet from the sign face. Each digital display area shall have a light sensing device that will adjust the brightness of the sign as ambient light conditions change throughout the day.
 - (4) The electronic display may only display messages related to businesses located within the Antelope Crossing Special Planning Area.
 - (5) Audio speakers or any form of pyrotechnics are prohibited in association with the sign.

Electronic signs (except time and temperature) are listed as a prohibited sign in the City's sign regulations. As discussed earlier, this project would only allow an electronic display sign associated with an existing freeway oriented sign within the ACSPA, it is not permitting electronic signs citywide. To clarify this, the following section of the Prohibited Sign section of the City's sign regulations is proposed to be amended to read as follows:

- B. ~~Animated and moving signs, including electronic message display signs, and variable intensity, blinking, or flashing signs, or signs that emit a varying intensity of light or color, except time and temperature displays (which are not considered signs), and barber poles;~~
Animated, moving, variable intensity, blinking, or flashing signs, or signs that emit a varying intensity of light or color. Not included are electronic message displays for time and temperature (which are not considered signs), barber poles; and electronic message boards when permitted within a Special Planning Area.

The proposed amendments are consistent with the General Plan as General Plan Policy 8.1 discusses that creative signage can assist in the retention of businesses. The expanded use of the electronic message board would provide the area with a means to advertise businesses within the center that have visibility issues as well as provide an opportunity to advertise special events that may be happening within the center.

Allowing messages on the existing freeway sign will benefit the community by helping direct customers to their destination and will help mitigate visual clutter by eliminating the need for temporary signage promoting on-site businesses and/or events. Therefore, with the implementation of the standards contained within the proposed amendments, staff believes the proposed amendments are not detrimental to the public, interest, health, safety, convenience, or welfare of the City.

Ordinance Text Amendments - Conclusion

Based upon the analysis above, staff believes the proposed Ordinance Text Amendments meet the required findings listed below:

- *The proposed amendment to allow electronic sign display within the Antelope Crossing Special Planning area is consistent with the General Plan including Policy 8.1 that discusses how the use of creative signage assists in the retention of businesses; and*
- *The proposed amendment to allow electronic message display within the Antelope Crossing Special Planning area is not detrimental to the public, interest, health, safety, convenience, or welfare of the City.*

ENVIRONMENTAL DETERMINATION

The project is considered Categorically Exempt from the provision of the California Environmental Quality Act (CEQA) under section 15061.(b)(3), the General Rule exemption, due to the proposed changes are minor in nature in that the project is modifying the text within the Zoning Code only and is not allowing the installation of new signage, either structural or electronic. The project also qualifies for a CEQA exemption under section 15311(a) (On-Premise Signs) that exempts all on-premise signs and similar accessory structures from environmental review.

PUBLIC OUTREACH

Staff contacted the Antelope Crossing Business Association who reviewed the proposed changes. The association has provided a letter of support stating that the expanded use of the electronic sign will bring awareness to the center and the surrounding commercial centers (Attachment 4).

A notice of the proposed changes was also sent to the Northwest Neighborhood Association (NA #1) and they have provided a letter of support (Attachment 5).

A public hearing notice for the proposed project was published in a general circulating newspaper and mailed to property owners within 500 feet of the project boundaries. Staff has not received any comments at the time this report was written.

RECOMMENDATIONS

The Planning Division recommends that the Planning Commission:

- A. Recommend the City Council determine that the proposed project is exempt from CEQA under sections 15061.(b)(3) and 15311(a); and
- B. Recommend that the City Council approve Ordinance Text Amendments for Section 106.38.040.B (Prohibited Signs) and Section 106.50.030.E.11 (Antelope Crossing Special Planning Area) that would allow the display of text on an electronic message board within the Antelope Crossing Special Planning Area, based on the findings contained in the staff report.

Attachments:

1. Map of Antelope Crossing Business District
2. Prohibited Signs Text Revisions
3. Antelope Crossing Special Planning Text Revisions
4. Antelope Crossing Business Association Letter of Support
5. Letter of support from Neighborhood Association Area 1

Exhibits

- A. Ordinance 2015-_____
A-1 Zoning Code Section 106.38.040
A-2 Zoning Code Section 106.50.030

ORDINANCE 2015-_____

AN ORDINANCE OF THE CITY OF CITRUS HEIGHTS TO AMEND CERTAIN
SECTIONS OF THE ZONING CODE IN REGARDS TO ELECTRONIC MESSAGE
DISPLAY SIGN WITHIN THE ANTELOPE CROSSING SPECIAL PLANNING
AREA

THE CITY OF CITRUS HEIGHTS DOES ORDAIN AS FOLLOWS:

Section 1: Purpose and Authority

The purpose of this Ordinance is to amend the Citrus Heights Zoning Code as shown in the attached Exhibits A-1 and A-2.

Section 2: Findings

- The proposed amendment to allow electronic sign display within the Antelope Crossing Special Planning area is consistent with the General Plan including Policy 8.1 that discusses how the use of creative signage assists in the retention of businesses; and
- The proposed amendment to allow electronic message display within the Antelope Crossing Special Planning area is not detrimental to the public, interest, health, safety, convenience, or welfare of the City.

Section 3: Action

The City Council hereby amends the Zoning Code of the City of Citrus Heights as described within Exhibits A-1 and A-2 herein, and as discussed within the Staff Report, which is incorporated by reference.

Section 4: Severability

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

Section 5: Effective Date and Publication

This Ordinance shall take effect thirty (30) days after its adoption, and within fifteen (15) days after its passage, shall be posted in three public places.

PASSED AND ADOPTED by the City Council of the City of Citrus Heights
this _____ day of _____, 2015 by the following vote:

AYES:

NOES:

ABSENT:

ABSTAIN:

Sue Frost, Mayor

ATTEST:

Amy Van, City Clerk

CODIFY _____

UNCODIFY _____

Exhibit A-1 – Section 106.38.040

Exhibit A-2 – Section 106.50.030

106.38.040 - Prohibited Signs

All signs not expressly allowed by this Chapter shall be prohibited unless allowed through an Exception to Sign Regulations application as specified in Section 106.62.080 (Exception to Sign Regulations). Examples of prohibited signs include, but are not limited to, the following:

- A. Abandoned signs;
- B. Animated, moving, variable intensity, blinking, or flashing signs, or signs that emit a varying intensity of light or color. Not included are electronic message displays for time and temperature (which are not considered signs), barber poles; and electronic message boards when permitted within a Special Planning Area;
- C. Off-site signs (e.g., billboards, and signs painted or mounted on a vehicle parked for longer than necessary for on-site delivery or pick-up operations), except as provided by Sections 106.38.070.G (Off-site signs), and 106.38.070.J.2 (Temporary Signs - Subdivision directional signs - Off-site);
- D. Obscene signs, as obscenity is defined by State law;
- E. Pole signs;
- F. Roof signs;
- G. Because of the City's compelling interest in ensuring traffic safety, signs that simulate in color, size, or design, any traffic control sign or signal, or that make use of words, symbols, or characters in a manner that interferes with, misleads, or confuses pedestrian or vehicular traffic;
- H. A sign in the form or shape of a directional arrow, or otherwise displaying a directional arrow, except as approved by the review authority, or as required for safety and convenience and for control of on-site vehicular and pedestrian traffic;
- I. A sign painted on, attached to, or suspended from, a car, truck, boat, other vehicle, or other movable object that is parked longer than necessary for on-site delivery or pick-up operations within a public right-of-way, or located on private property but conspicuously visible from a public right-of-way; except a sign painted directly upon, magnetically affixed to, or permanently affixed to the body or other integral part of a vehicle that is smaller than a single door panel;
- J. A sign burned, cut, or otherwise marked on or affixed to a rock, tree, or other natural feature;
- K. A sign placed within a public right-of-way, except as provided by Section 106.38.050.E (Signs within a public right-of-way);
- L. Temporary and portable signs, except as specifically allowed by Section 106.38.070.4 J. (Temporary signs), including the following:
 - 1. Balloons and other inflatable devices;
 - 2. Flags, except as allowed by Section 106.38.035.F.2 (Official flags); and
 - 3. Pennants and streamers, except in conjunction with an athletic event, carnival, circus, or fair, and as allowed in Section 106.38.070.I (Temporary signs).
- M. Individual letters mounted on an exposed electrical raceway instead of mounted directly on a building wall. Exposed raceways are permitted only when the raceway is an integral design component of the sign as determined by the Director.

106.50.030 - Antelope Crossing

- A. Purpose.** The intent of the Antelope Crossing Special Planning Area (SPA) is to spur reinvestment in the planning area and reposition the area to capitalize on the shopping centers' location while reducing vehicle miles traveled (VMT). The Antelope Crossing SPA shall provide for a mix of uses, improve connectivity between the shopping center and surrounding residential development and establish design standards to ensure aesthetically pleasing, quality development to meet the goals of the Antelope Crossing Transformation Plan.
- B. Applicability.** This Section applies to proposed development and new land uses within the Antelope Crossing SPA, as shown on Figure 5-2 and the Zoning Map.
- C. Allowable land uses.** Allowed uses within the planning area shall be limited to those authorized in the SC (Shopping Center) zoning district by Section 106.26.030 (Commercial and Industrial District Land Uses and Permit Requirements), subject to the permit requirements of Subsection D below.
- D. Permit requirements.** Design Review approval shall be required for all proposed development. The replacement of an existing land use shall require planning permit approval in compliance with Section 106.26.030 (Commercial and Industrial District Land Uses and Permit Requirements).
- E. Development standards - Overall Project Design Objectives.** The design objectives of this section are to accommodate a mixture of commercial and residential uses through innovative design, redevelop underutilized and aging buildings, create open space, plazas and pocket parks to create a walkable and attractive neighborhood center. Implementation of the development standards will create a safe and efficient network for vehicles, transit, bicycles and pedestrians, orient buildings toward the street, encourage different uses such as mixed-use office buildings for job creation, ensure compatibility with adjoining residential uses, and provide for innovative site design and enhanced architecture of commercial/mixed use and residential buildings.

Proposed development shall comply with all applicable requirements of the SC zoning district, including Article 3 (Site Planning and Project Design Standards) and Article 4 (Standards for Specific Land Uses) of the Zoning Code, and the following standards.

- 1. Grading.** The design, layout, and configuration of improvements shall minimize the extent and amount of grading.
- 2. Landscaping.** Landscaping shall be provided in accordance with the landscaping standards in Article 3. Each new nonresidential and multi-unit residential project shall provide landscaping in compliance with this Article.
- 3. Internal Circulation.** Proposed internal circulation improvements shall create a network of roadways providing safe and direct access as well as visibility to businesses by vehicles, pedestrians and bicycles alike. Roadway improvements shall balance the needs of all users and include elements such as wide sidewalks, bicycle lanes and bicycle parking, slow travel lanes, bus shelters, parking within roadways, pedestrian-scaled light posts, way-finding signage and street trees. Where possible, traffic calming measures such as bulb-outs and enhanced crosswalks shall be built to further contribute to a safe, accessible and pedestrian friendly circulation network.
- 4. Public Spaces and Plazas.** Wide sidewalks consisting of shade trees, pedestrian-scaled light posts and other pedestrian amenities that are adjacent to retail shall be provided to create active spaces and enhance the pedestrian experience. Wide sidewalks adjacent to cafes and restaurants shall provide for outdoor dining areas. Plazas and greens shall be incorporated with new development to further provide places to gather in Antelope Crossing. Open spaces shall be designed to enhance the pedestrian experience for shoppers, workers, residents and the public by providing passive recreation, as well as gathering spaces that can be used for events.
- 5. Floor Area Limitation.** The floor area ratio (FAR) for residential and nonresidential buildings constructed in the planning area shall not exceed 0.6 in accordance with Article 2.
- 6. Residential Units.** Total residential units for the planning area shall not exceed 118 units.

7. **Height limit.** No structure shall exceed a maximum height of 24 feet and 2 stories within 50 feet of a residential zone, 50 feet and 4 stories elsewhere in accordance with the height standards in Article 2.
8. **Setbacks.** Building setbacks shall comply with the development standards in Article 2. The front and/or side-corner setback may be reduced or eliminated by the review authority to accommodate the placement of a building at the back of the street sidewalk, and/or pedestrian space including outdoor sitting or eating areas. Building setbacks may not be reduced to allow parking closer to street.
9. **Parking.** All land uses shall comply with the parking and loading standards in Article 3. Additionally guest parking for residential development projects may be provided on adjoining commercial uses upon approval of the property owner(s). Reciprocal parking between adjacent uses that have different parking demands such as office and residential uses is allowed to avoid the overprovision of parking. A recorded access agreement shall be required for any offsite parking.
10. **Outdoor Lighting.** Outdoor lighting shall comply with the outdoor lighting standards in Article 3. All outdoor lighting fixtures shall be designed, located, installed, aimed downward and maintained in order to prevent glare, light trespass, and light pollution.
11. **Signs.** Proposed signs shall comply with the sign standards in Article 3 except as described below. Proposed signage shall be designed to enhance the identity of Antelope Crossing and individual businesses.
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 - (4) The electronic display may only display messages related to businesses located within the Antelope Crossing Special Planning Area.

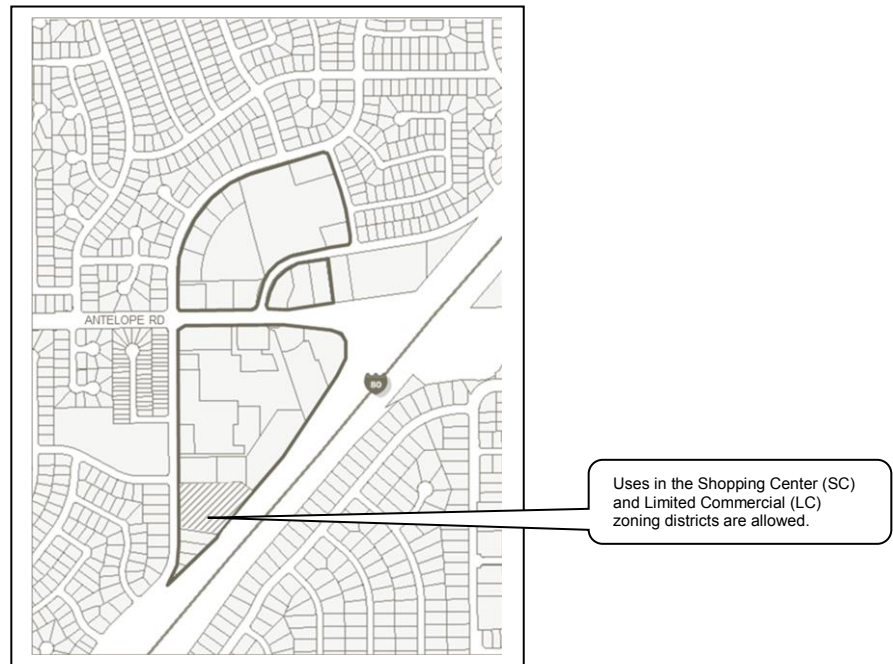
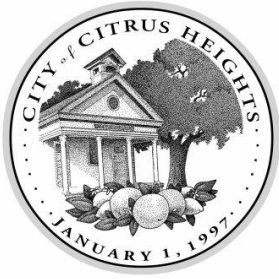


Figure 5-2 – Antelope Crossing



CITY OF CITRUS HEIGHTS

Memorandum

May 14, 2015

TO: Mayor and City Council Members
Henry Tingle, City Manager

FROM: Rhonda Sherman, Community & Economic
Development Director
Alison Bermudez, Associate Planner

SUBJECT: Letter of Public Convenience and Necessity
Smart & Final Grocery – 7945 Madison Avenue

Approved and Forwarded to
City Council

Fin.

Atty.

Henry Tingle, City Manager

Summary and Recommendation

The Letter of Public Convenience and Necessity (PCN) offers the City Council the ability to approve or deny alcohol license applications when the location area is considered high crime or the number of existing licenses within a census tract exceeds the standards established by the Department of Alcoholic Beverage Control (ABC). The current request is to allow the issuance of a Type 21 license for off-sales of beer, wine and distilled spirits at a new Smart & Final Extra grocery store proposed within a shopping center underdevelopment at the northeast corner of Madison Avenue and Sunrise Boulevard.

Staff recommends approval, for the following reason:

Smart & Final Extra grocery store has provided information that demonstrates the proposed addition of alcoholic beverages will be sold in a manner of that will not burden police services and the addition of alcoholic beer and wine is not expected to increase crime in the area.

The following motion is recommended:

Motion: Move to approve the Letter of Public Convenience and Necessity that will allow for the issuance of a Type 21 license issuance for off-sales of beer, wine and distilled spirits at Smart & Final Extra grocery store proposed at 7945 Madison Avenue.

Fiscal Impact

None

Background and Analysis

The California Department of Alcoholic Beverage Control (ABC) requires an applicant to obtain a Letter of Public Convenience and Necessity (PCN) from the affected jurisdiction (the City of Citrus Heights) because the area is either deemed “high crime” or “over concentrated”

by ABC standards. Over concentration is based on the number of existing licenses within each census tract with a maximum number assigned per tract. Smart & Final Extra is located in census tract 81.39 where two licenses currently exist and two licenses are allowed, therefore, the area is deemed over concentrated (Attachment 1).

Chapter 6 of the Citrus Heights Municipal Code regulates the issuance of “letters of public convenience.” In essence, the Chapter outlines a process by which a variety of Departments and Agencies review applications for “letters of public convenience.” Department review is related to current and past problems at the location, including criminal activity, building code violations, business license renewal, zoning approval, health violations, zoning enforcement and complaints to the ABC. Each department reviews the application and can recommend denial of the application based on problems with the site. The City Council is not obligated to approve the license request even if the business has not violated any department’s provisions. While Chapter 6 contains standards for reviewing Departments to recommend denial of an application of this type, it does not contain any standards for approving such applications and determining that the “public convenience and necessity” are met. There are no criteria for spacing of these uses or other limitations found within the Code. The Council has the full discretion to approve, or deny the “Letter of Public Convenience” request. The Council does not have the authority to condition the approval of a Letter of Public Convenience (PCN), according to the ABC. The Council must either approve or deny the PCN.

Smart & Final Request

Smart & Final Extra is a new grocery store coming to Capital Nursery Plaza, a shopping center currently under development at the northeast corner of Madison Avenue and Sunrise Boulevard. The proposed 28,000+ square foot store will sell a variety of goods at discount prices without the need for membership. This store will be open daily between the hours of 6 am to midnight. As described in Attachment 2, Smart & Final is requesting a Letter of Public Convenience and Necessity to allow beer, wine and spirits as part of the store’s product mix.

Smart & Final Extra has stated the following operational procedures will be followed:

- State-of-the-Art Cash Registers use technology to assist cashiers in confirming customer is of legal age to purchase alcohol;
- Security cameras are placed in strategic locations and recordings are made available to the Police Department upon request;
- Staff receives training in compliance with California law in regards to the sales of alcohol; and
- Parking lot is well lit and security measures are in place to discourage loitering and prohibit the consumption of alcohol on premise.

In summary, the nature of the request is as follows:

- A Type 21 Off-Sale license is being requested. This will allow the sales of beer, wine, and distilled spirits.
- Craft beers: Sold in individual containers 16 oz or larger
- All other beers: Sold in 6 packs
- Wine: 750ml bottles or larger
- Distilled spirits: 750ml bottles or larger

- The store's product mix will focus on a broad selection of grocery items. Alcohol constitutes less than 2% of the store's floor space and 10% of total sales.

Public Outreach

The Citrus Heights Police Department reviewed the application and does not object to the issuance of the license (Attachment 3). The Police Department reviewed the surrounding area and found that calls for service seemed appropriate considering the area is generally all commercial. The Police Department recommends that Smart & Final consider stocking alcoholic beverages away from the front door to reduce the opportunity for "grab & go" situations (Attachment 4). Although the Police Department recommends the interior adjustment, they support the issuance of the PCN and will further discuss the issue with the merchandising team. The alternate layout is a recommendation by the Police Department and not a condition since the City may not issue a conditional PCN.

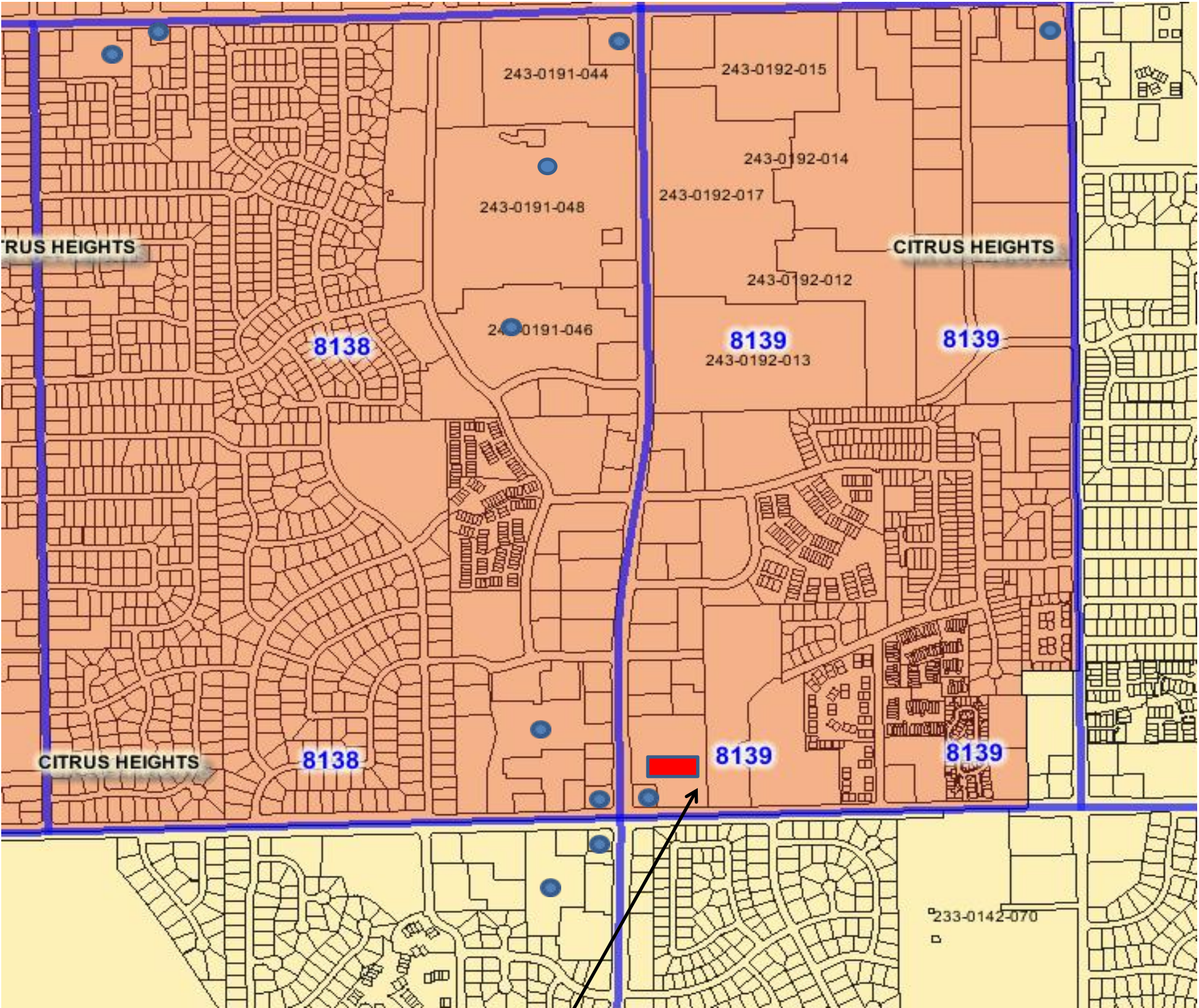
The Birdcage Heights Neighborhood Association (Area 11) has reviewed the application and no objection was received.

Recommendation and Motion

Based upon the information discussed in this report, staff recommends approval of the Letter of Public Convenience and Necessity.

Motion: Move to approve the Letter of Public Convenience and Necessity that will allow for the issuance of a Type 21 license issuance for off-sales of beer, wine and distilled spirits at Smart & Final Extra grocery store proposed at 7945 Madison Avenue.

1. Census Tract Map
2. Justification and Operational Plan
3. Police Department Memo
4. Proposed Floor Plan



Proposed Smart & Final Location
7945 Madison Ave

Alcohol Sales Locations		
Location	License Type	Census Tract
Cost Plus 6191 Sunrise Blvd	20	81.38
Target 5837 Sunrise Blvd	21	81.38
Rite Aid 5409 Sunrise Blvd	21	81.38
Joe's Food & Liquor 7666 Greenback LN	21	81.38
Farmer's Country Market 7672 Greenback LN	21	81.38
Walgreen's 6199 Sunrise Blvd	20	81.38
Circle K 7899 Madison Ave	20	81.38
Urapar Petroleum 7901 Madison Ave	20	81.39
In & Go Market 12417 Fair Oaks Blvd	20	81.39
Trader Joe's 5309 Sunrise Blvd	21	80.07
Fair Oaks Chevron 5361 Sunrise Blvd	20	80.07

CITY OF CITRUS HEIGHTS
STATEMENT OF BUSINESS OPERATION RELATED TO ALCOHOL SALES

APPLICANT: **ART RODRIGUEZ AND ASSOCIATES
(AGENT FOR SMART & FINAL, LLC)**

PROPERTY: **SMART & FINAL
NORTH EAST CORNER OF
MADISON AVE AND SUNRISE BLVD
ADDRESS TO BE DETERMINED**

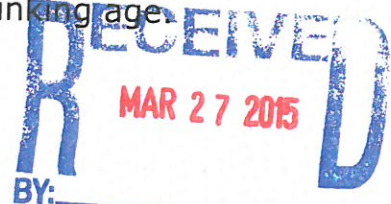
REFERENCE: **STATEMENT OF BUSINESS OPERATIONS AS IT RELATES TO
THE USE OF AN ABC TYPE 21 LICENSE FOR THE SALE OF
A FULL LINE OF ALCHOLIC BEVERAGES FOR OFF SITE
CONSUMPTION.**

Applicant is requesting a determination of public convenience or necessity to allow the operation of a type 21 off sale general liquor license for a proposed 28,243 square foot Smart & Final Extra grocery store located at the North East corner of Madison Ave and Sunrise Blvd (address to be determined), assessor's parcel number 233-0044-009-0000. The market will be located in a Shopping Center (SC) zoned area. The store is scheduled to be open in August 2015.

The store hours of operation and hours of alcohol sales will be from 6am to 12am, seven days a week. The floor area devoted to alcohol storage, display, and sales will be approximately 349 square feet or 1.54% of the sales floor area.

Within any given shift, there may be about 15 to 20 employees on duty. At all times there is an employee that is 21 years of age or over supervising those that are under 18 years of age. The point of sales registers are preprogrammed to automatically ask for an ID and a birthdate when an alcoholic beverage is scanned in. It is estimated that alcohol sales will amount to roughly 10% of total sales.

Smart & Final Stores are equipped with video surveillance systems, and alcoholic beverages are generally kept near the checkout counters so that they are within easy sight of store employees. Employees are trained to request identification from anyone appearing to be under 30 years of age and will refuse to sell to patrons that may be intoxicated. No alcohol will be sold to anyone under the legal drinking age.



The use itself is wholly proper in relation to the adjacent commercial uses. The use is consistent and compatible with the community and only seeks to provide the same level of amenities as is normal and expected in many other retail stores by providing a selection of beer, wine, and distilled spirits for its clients.

Smart & Final understands the unique responsibilities of operating a retail store where alcoholic beverages are sold and will comply with all applicable standards requested by ABC, the City of Citrus Heights, the Citrus Heights Police Department, the City of Citrus Heights City Council, and all other applicable governing bodies.

CITY OF CITRUS HEIGHTS
STATEMENT OF JUSTIFICATION FOR PUBLIC CONVENIENCE AND NECESSITY

APPLICANT: **ART RODRIGUEZ AND ASSOCIATES
(AGENT FOR SMART & FINAL, LLC)**

PROPERTY: **SMART & FINAL
NORTH EAST CORNER OF
MADISON AVE AND SUNRISE BLVD
ADDRESS TO BE DETERMINED**

REFERENCE: **STATEMENT OF JUSTIFICATION TO THE CITY OF CITRUS
HEIGHTS FOR A DETERMINATION OF PUBLIC
CONVENIENCE AND NECESSITY. THIS IS FOR THE FOR
THE OPERATION OF AN ABC TYPE 21 LICENSE FOR THE
SALE OF A FULL LINE OF ALCOHOLIC BEVERAGES FOR
OFF SITE CONSUMPTION.**

Smart & Final Stores LLC seeks to operate a type 21 off-sale general liquor license for its new premises at the North East corner of Madison Ave and Sunrise Blvd (address to be determined). As you may be aware, ABC requires a determination of public convenience and necessity from the governing body if the applicant intends to sell alcoholic beverages in census tract that has an over-concentration of liquor licenses and/or is deemed to have a high crime rate. Please consider this statement of justification when making this determination which is required by the California Department of Alcoholic Beverage Control (ABC) pursuant to Business and Professions Code Section 23958.4.

Smart & Final has been a longstanding prominent retailer for over 140 years. There are hundreds of Smart & Final stores in operation throughout the Western United States, most of which operate with a full selection of alcoholic beverages being sold in conjunction with specialty food and other beverages for sale. They currently have another store in Citrus Heights located at 8481 Auburn Blvd which has been licensed for 23 years (since August 1991) and have experienced minimal problems, much like all its other stores.

Smart & Final's current market is situated at the northern border of the city. The new store will be located at the other end of the city (4 miles away, straight line distance), shortening up the drive for those who like to shop at Smart & Final at the southern end of the city. At this time, the next nearest Smart & Final is located 7 miles away in the City of Sacramento. Having a store positioned at the edge of a city also has the

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BY

added benefit of drawing in customers from the surrounding municipalities, increasing tax revenue for the City of Citrus Heights that wouldn't have been had otherwise.

The proposed market would be a "Smart & Final Extra" store, which seeks to offer high quality goods at discount grocer prices to everyday households without the need to obtain a membership like some of the other big name club stores. In essence, they are offering warehouse type pricing with a supermarket business model. This competitive pricing model is an obvious boon for its customers.

For a large well known grocery retailer such as Smart & Final, the public has come to expect it to carry a certain set of products, some of which includes alcohol. It makes sense for people to be able to go into a large market such as Smart & Final and be able to purchase alcohol along with their normal line of goods. Their customers would benefit greatly from being able to make their alcoholic beverage purchases at the same time they shop for groceries and other retail items. Alcoholic beverages will not require a significant portion of the store's shelf space and will comprise only a small percentage of the store's annual gross sales of all items.

Although this location is in a census tract that shows an over concentration of licenses, this store will be located in a Shopping Center (SC) zoning district. Overconcentration in this census tract has to do with a large part of the census tract being designated shopping center/limited commercial. All else equal, the larger designation of commercial zoning naturally translates into larger concentration of businesses with alcohol licenses in the area.

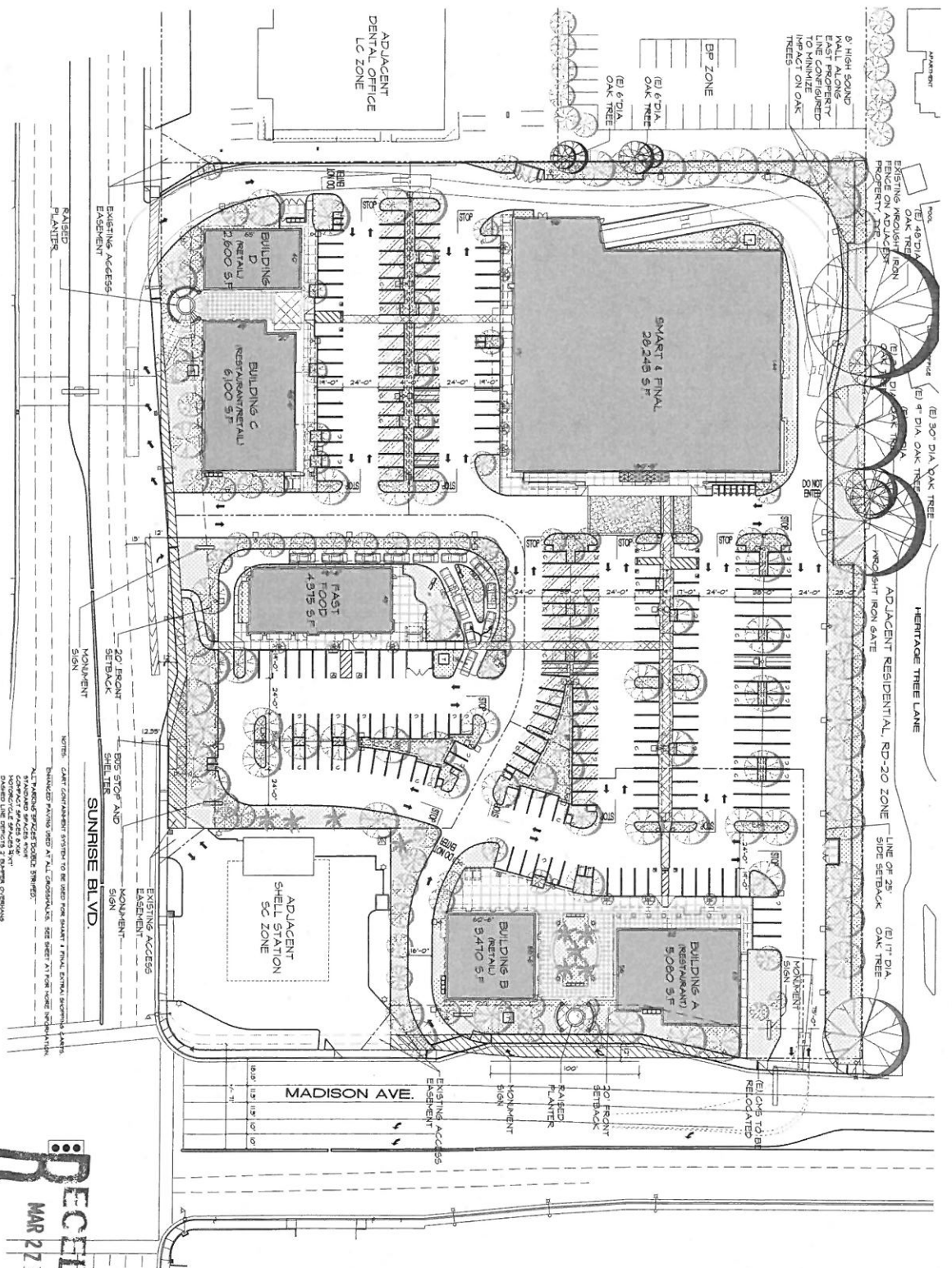
Smart & Final understands the unique responsibilities of operating a retail store where alcoholic beverages are sold and maintains an excellent record of compliance with ABC. They take many precautions and have several standard operating procedures in place to prevent the mishandling of alcohol. These procedures are detailed in the statement of business operation submitted with this application.

The granting of a determination of Public Convenience or Necessity will not be detrimental to public health, safety, or general welfare. The operation of a type 21 license is appropriate for a retail store with the size and variety of food and retail/grocery items as found at Smart & Final. The requested use at this location will not be materially detrimental to the use, enjoyment, or valuation of property of other persons located in the vicinity. The addition of a specialty retailer is

wholly consistent with the commercial intent and will not inhibit its implementation. It will not hinder the achievement of community redevelopment goals nor will it affect the character development in the immediate neighborhood.

Smart & Final will comply with all applicable standards requested by ABC, the City of Citrus Heights, the Citrus Heights Police Department, the City of Citrus Heights City Council, and all other applicable governing bodies.

SITE PLAN



NOTES: CART CONTAINER DESIGNED TO BE USED FOR QUART & PINT DENTAL X-RAY FILMS
BALANCED PAYING ORDER AT ALL CASH/SALES. SEE SHEET AT FRONT INFORMATION
ALL PAPERED SPACES DOUBLE STAPLED
COMPACT SPACES ONLY
MOTORCYCLE #262624 BRT
PAID LINE CREDIT 2 INVOICE CREDIT

EXCELLENCE
MAR 22 2011
BY: [Signature]

PHOTOGRAPH
OPTICAL NURSERY PLAZA
640 S. LINDBERGH BLVD.
CITY OF INGLEWOOD, CA 90600
CITY OF INGLEWOOD
SUN
DATE: 11/24/2008
PRINTED BY: JAA
CITY OF INGLEWOOD
JAA
A1

 **ACUFF ARCHITECTURE**
7 BROOKWOOD CT. LOFATOPH, CA 94549
925.334.7243

[illegible]

PROJEC STATISTICS			
ZONES DISTRICT: 10 - SCOTT COUNTY			
BLINDING A	23400	SQUARE FEET	1
BLINDING B	20120	SQUARE FEET	1
BLINDING C	18120	SQUARE FEET	1
BLINDING D	16120	SQUARE FEET	1
BLINDING E	14120	SQUARE FEET	1
BLINDING F	12120	SQUARE FEET	1
BLINDING G	10120	SQUARE FEET	1
BLINDING H	8120	SQUARE FEET	1
BLINDING I	6120	SQUARE FEET	1
BLINDING J	4120	SQUARE FEET	1
BLINDING K	2120	SQUARE FEET	1
BLINDING L	1120	SQUARE FEET	1
BLINDING M	1120	SQUARE FEET	1
BLINDING N	1120	SQUARE FEET	1
BLINDING O	1120	SQUARE FEET	1
BLINDING P	1120	SQUARE FEET	1
BLINDING Q	1120	SQUARE FEET	1
BLINDING R	1120	SQUARE FEET	1
BLINDING S	1120	SQUARE FEET	1
BLINDING T	1120	SQUARE FEET	1
BLINDING U	1120	SQUARE FEET	1
BLINDING V	1120	SQUARE FEET	1
BLINDING W	1120	SQUARE FEET	1
BLINDING X	1120	SQUARE FEET	1
BLINDING Y	1120	SQUARE FEET	1
BLINDING Z	1120	SQUARE FEET	1
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BLINDING AB	1120	SQUARE FEET	1
BLINDING AC	1120	SQUARE FEET	1
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BLINDING AF	1120	SQUARE FEET	1
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BLINDING BH	1120	SQUARE FEET	1
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BLINDING BK	1120	SQUARE FEET	1
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BLINDING BR	1120	SQUARE FEET	1
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BLINDING CJ	1120	SQUARE FEET	1
BLINDING CK	1120	SQUARE FEET	1
BLINDING CL	1120	SQUARE FEET	1
BLINDING CM	1120	SQUARE FEET	1
BLINDING CN	1120	SQUARE FEET	1
BLINDING CO	1120	SQUARE FEET	1
BLINDING CP	1120		



CITRUS HEIGHTS POLICE DEPARTMENT



MEMORANDUM

DATE: 04/28/2015

TO: City of Citrus Heights Planning Division

FROM: Citrus Heights Problem Oriented Policing Unit

SUBJECT: Smart & Final 7945 Madison Ave.

The Citrus Heights Police Department has conducted a review of the general liquor license for Smart & Final at 7945 Madison Ave. The review process included a site inspection, a review of surrounding businesses that currently have alcohol licenses, a CPTED evaluation, and an analysis of calls for service for in the area.

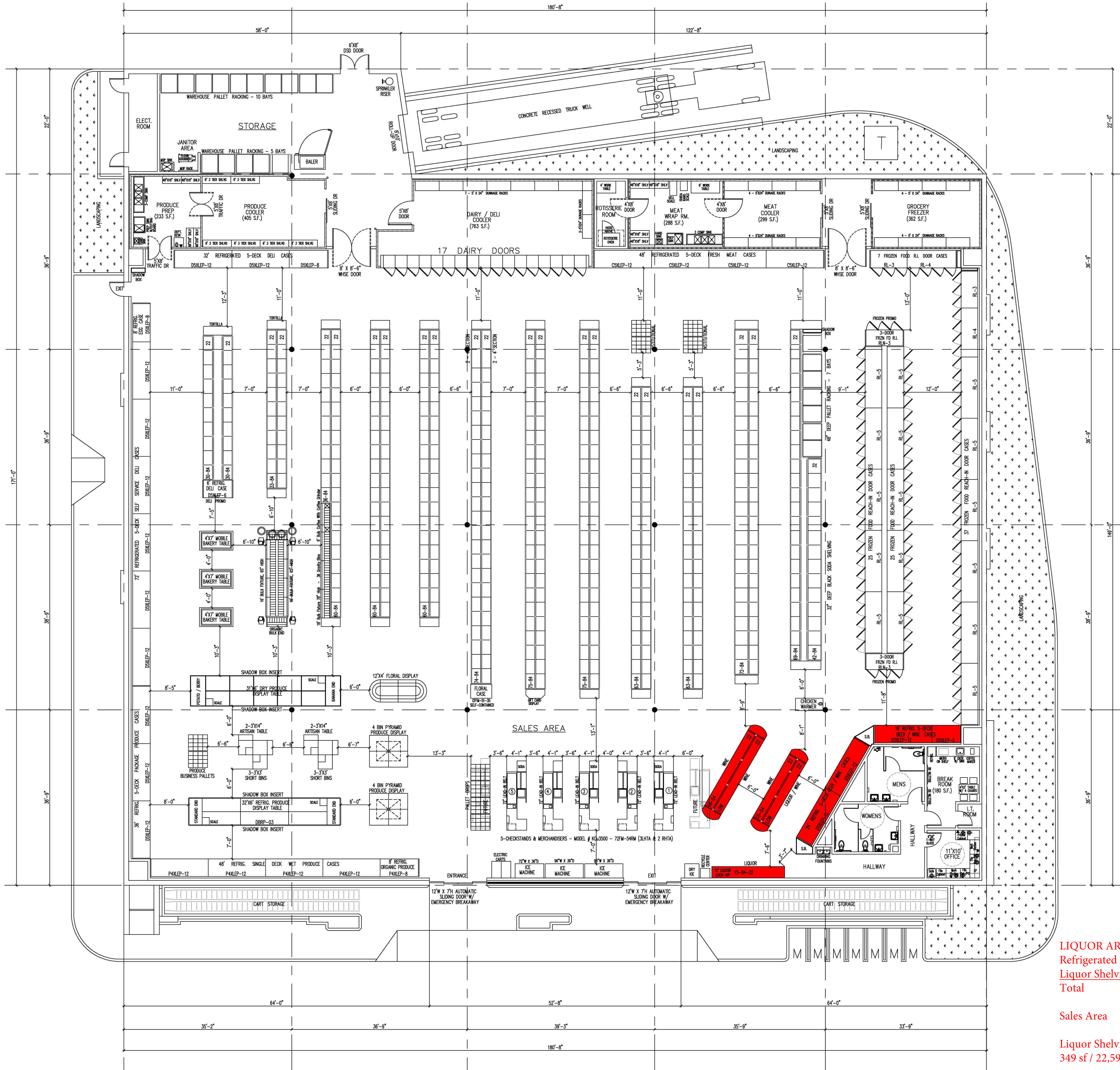
The proposed exterior layout of Smart & Final appears satisfactory regarding the environmental design and lighting. It appears the store will be well lit with bright lights near the entrance and exits of the store. The parking lot will have lighting in numerous and strategic areas to ensure security during night time hours. Shrubbery and vegetation does not appear to be an issue with this location.

After reviewing the proposed interior layout of the store I would recommend changes regarding the location of beer/wine/liquor display areas. We generally recommend plans which include keeping alcohol displayed in cases and on shelves away from the front doors of the business, and cameras monitoring the aisles where beer and wine will be displayed. The proposed location for the alcohol display appears to be directly next to the egress point of the store. This can provide opportunity for thefts of alcohol and "beer runs" from the exit door.

Additionally, it is our recommendation that employees receive training in current alcohol licensing laws.

An analysis was conducted of calls for service to the area of 7945 Madison Ave. There did not appear to be any noticeable trends or above average number of calls to the area when compared to other similar business in Citrus Heights. At this time, the Citrus Heights Police Department does not object to the approval of a general liquor license for Smart & Final located at 7945 Madison Ave.

Sergeant Michael Wells #195
Citrus Heights Police Department
Problem Oriented Policing Unit



LIQUOR AREA CALCULATION
Refrigerated Cases = 154 sf
Liquor Shelving = 195 sf
Total = 349 sf

Sales Area = 22,593 sf

Liquor Shelving ÷ Sales Area
349 sf / 22,593 sf = 0.01544 or 1.54%

PROJECT DATA		EXTRA MIN.
GROSS BLDG	28,243 S.F.	
SALES AREA (80%)	22,593 S.F.	23,000 S.F.
STORAGE AREA	1,287 S.F.	1,600 S.F.
COOLER / FREEZER	2,350 S.F.	2,310 S.F.
MISC AREA	2,013 S.F.	1,500 S.F.
GONDOLA	1,417 L.F.	1,441 L.F.
PALLETS IN LINE (7)	28 L.F.	40 L.F.
LIQUOR / WINE	81 L.F.	69 L.F.
TOTAL	1,526 L.F.	1,550 L.F.
PROMO PALLETS	8	10
FROZEN FOOD FREEZER	362 S.F.	364 S.F.
FROZEN FOOD (WALK-IN BOXES & CASES = DR COUNT)	0	0
FROZEN WALK-IN BOX	0	0
COFFINS	94	85
REACH-IN CASES	94	85
TOTAL	6	4
PROMO FROZEN FOOD	6	4
PRODUCE PREP ROOM	233 S.F.	275 S.F.
PRODUCE COOLER	405 S.F.	400 S.F.
PRODUCE		
PRODUCE WET RACK M/D	48 L.F.	40 L.F.
PRODUCE PACKAGE M/D	36 L.F.	24 L.F.
ORGANIC PRODUCE M/D	8 L.F.	8 L.F.
TOTAL L.F.	92 L.F.	64 L.F.
PRODUCE DRY TABLES		
18'X6' (0)	0 L.F.	63 L.F.
31'X6' (2)	62 L.F.	
TOTAL L.F.	62 L.F.	
MEAT WRAP ROOM	288 S.F.	250 S.F.
MEAT COOLER	299 S.F.	275 S.F.
FRESH MEAT		
FRESH MEAT M/D	48 L.F.	48 L.F.
FRESH MEAT ISLAND	0 L.F.	0 L.F.
TOTAL L.F.	48 L.F.	48 L.F.
DAIRY/DELI COOLER	763 S.F.	746 S.F.
DAIRY (WALK-IN BOXES = DR COUNT)	10	10
DELI (WALK-IN BOXES = DR COUNT)	7	6
DELI M/D (104 L.F.)	26	27
EGG CASE (8 L.F.)	2	2
TOTAL DAIRY/DELI DRS	45	45
CHEESE ISLAND	0 L.F.	0 L.F.
PROMO DELI	6 L.F.	6 L.F.
REFRIGERATED BEER/WINE	42 L.F.	40 L.F.

FIXTURE FLOOR PLAN
EXTRA

SUNRISE BLVD & MADISON AVE
CITRUS HEIGHTS, CA
2015 NEW STORE

Smart & Final®

630 OTTUM DRIVE • COMMERCIAL, CA 95040 • (916) 888-7500

REVISION

REVISION

DATE

SCALE

STORE #703

DRAWING NO.

FFP

703FFP (CITRUS HEIGHTS)