



AGENDA

February 20, 2019

CITY COUNCIL LEGISLATIVE PLATFORM

5:30 p.m.

CITY COUNCIL MEETING

7:00 p.m.

Council Chambers
311 Vernon Street
Roseville, California
www.roseville.ca.us

THE CITY OF ROSEVILLE WELCOMES YOUR PARTICIPATION

If an agenda item is open to public comment, such public comment shall be addressed to the chair of the meeting.

Public Comment - Speakers have three minutes under Public Comment to speak on issues that are not listed on the agenda and are within the City's jurisdiction. The Brown Act does not permit any action or discussion on items not listed on the agenda.

Consent Calendar - If applicable, the Consent Calendar consists of routine items that may be approved by one motion. Any person can remove an item from the Consent Calendar to be discussed separately.

Agenda Items - Speakers have five minutes to address items that are listed on the agenda.

Americans with Disabilities Act - Notify the City Clerk or Secretary at least 72 hours in advance if special assistance is required to participate in a meeting including the need of auxiliary aids or services.

Audio/Visual Presentations - If making a presentation regarding an agenda item, audio/visual materials must be submitted to the City Clerk or Secretary at least 72 hours in advance.

Roseville City Clerk 311 Vernon Street, Roseville, CA 916-774-5200 TDD 916-774-5220

LEGISLATIVE WORKSHOP

5:30 p.m.

1. CALL TO ORDER

2. ROLL CALL

3. PUBLIC COMMENTS

4. Legislative Platform Workshop 2019

Presentation by Government Relations Administrator Mark Wolinski with a draft 2019 Legislative and Regulatory Platform for State and Federal Advocacy.

Mark Wolinski 916-774-5179 mwolinski@roseville.ca.us

5. ADJOURNMENT

- 1. CALL TO ORDER**
- 2. ROLL CALL**
- 3. PLEDGE OF ALLEGIANCE**
- 4. MEETING PROCEDURES**
- 5. PUBLIC COMMENTS**
- 6. CONSENT CALENDAR**

BEGINNING OF CONSENT CALENDAR

Bids / Purchases / Services

6.1. Hillcrest and Crestmont Drainage Improvement Project - Reject all Bids

Memo from Associate Engineer Noah Siviglia and Acting Public Works Director Jason Shykowski recommending Council adopt RESOLUTION NO. 19-46 REJECTING ALL BIDS FOR HILLCREST & CRESTMONT DRAINAGE IMPROVEMENT PROJECT. Staff recommends the City Council reject all bids for the Hillcrest & Crestmont Drainage Improvement Project. Staff will ask for City Council authorization to re-advertise the project this March following the incorporation of cost-saving design modifications and the restructuring of the bid documents to incorporate tributary portions of the project as alternate bid items. This will allow for their inclusion as the budget allows. This project is fully funded with Gas Tax.

CC #: 9780

File #: 0203-21 & 0900-04-02

CONTACT: Noah Siviglia 916-746-1379 nsiviglia@roseville.ca.us

6.2. 2019 Bike Trail Resurfacing Project - Approval of Plans and Specifications and Authorization to Call for Bids

Memo from Assistant Engineer Cathy Gosalvez and Acting Public Works Director Jason Shykowski recommending the City Council approve plans and specifications for the 2019 Bike Trail Resurfacing Project and authorize staff to call for bids. The scope of this project consists of resurfacing various bike trails throughout the City. The estimated cost for the project is \$336,000.00 and the project will be paid for with local transportation funds.

CC #: 9771

File #: 0721-05

CONTACT: Cathy Gosalvez 916-746-1300 cgosalvez@roseville.ca.us

6.3. Kaseberg Park Gazebo Roofing Project – Approval of Plans and Specifications and Authorization to Call for Bids

Memo from Park Development Analyst Joel De Jong and Parks, Recreation & Libraries Director Dion Louthan recommending Council approve the plans and specifications for the Kaseberg Park Gazebo Roofing project and authorize staff to call for bids. Kaseberg Park is located on Rand Way in the Northwest Roseville Specific Plan area and features a reservable group picnic area covered by an open lattice-roofed gazebo. The lattice roofing requires replacement and will be upgraded to include a composition shingle roof with solid underlayment and associated structural upgrades to support the new roof. New gutters and downspouts will also be installed and the entire structure will be repainted. The estimate for construction is \$65,800.00. Funding for the project was allocated in FY2017-18 using funds from the Parks, Recreation & Library Capital Fund.

CC #: 9782

File #: 0704-01

CONTACT: Joel De Jong 916-774-5924 jdejong@roseville.ca.us

6.4. RG Phillips (F-52) Park Project – Approval of Plans and Specifications and Authorization to Call for Bids

Memo from Park Development Analyst Joel De Jong and Parks, Recreation & Libraries Director Dion Louthan recommending the City Council approve the plans and specifications for RG Phillips Park (formerly park site F-52) and authorize staff to call for bids. This 6-acre park site is located off of Fiddymont Road and Old Coach Drive in the West Roseville Specific Plan. The project includes multi-use turf, a children's play area, a picnic area, a basketball half-court, landscaping and irrigation. The estimate for construction for the base bid is \$1,264,317.00. Funding for the project was approved in FY2017-18 using funds from the West Roseville Neighborhood Park Development Fund. Maintenance for this park is through the West Roseville Community Facilities District for Services. There will be no General Fund impact.

CC #: 9786

File #: 0704-01

CONTACT: Joel De Jong 916-774-5924 jdejong@roseville.ca.us

6.5. Richard and Pauline Roccucci Park - Approval of Master Plan, Plans and Specifications, and Authorization to Call for Bids

Memo from Park Development Analyst Rjahja Canlas and Parks, Recreation & Libraries Director Dion Louthan recommending the City Council approve the master plan, plans and specifications for Richard and Pauline Roccucci Park (formerly parksite W-51) and authorize staff to call for bids. This 4.7-acre park site is located on Pleasant Grove Boulevard and Chorus Avenue in the West Roseville Specific Plan. The project includes a children's play area, shaded picnic area, basketball half court, two pickleball courts, and adult fitness

equipment. There will be multi-use turf in the middle of the park and a perimeter walkway that will connect to the existing bike trail. The estimate for construction is \$1,093,032.60. Funding for the project was approved in FY2017-18 using funds from the West Roseville Neighborhood Park Development Fund. Maintenance for this park is through the West Roseville Community Facilities District for Services. There will be no General Fund impact.
CC #: 9762

File #: 0704-01

CONTACT: Rjahja Canlas 916-774-5342 rcanlas@roseville.ca.us

6.6. General Construction and Repair Services - Service Agreement Renewal

Memo from Facility Manager Dan Allen and Acting Public Works Director Jason Shykowski recommending Council adopt RESOLUTION NO. 19-44 APPROVING A SERVICE AGREEMENT RENEWAL BETWEEN THE CITY OF ROSEVILLE AND RUDOLPH AND SLETTEN, INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE (S1908035). This service agreement renewal provides miscellaneous construction services and repairs on an as-needed basis throughout the City. The total value of this agreement is \$350,000.00, not to exceed annual budgeted amounts. The funds will be encumbered one year at a time pending the City Council approval of budgets for each year. The original Request for Proposals included four (4) one (1) year renewals and staff requests authorization to continue utilizing the service agreement without further Council approvals until the contract expires, or until City staff determines that continuing with the same vendor is not in the City's best interest. The request includes authorization for the City Manager to sign optional renewal agreements pending the City Council approval of budgets for that year.

CC #: 9778

File #: 0203-04

CONTACT: Dan Allen 916-774-5741 dallen@roseville.ca.us

6.7. Water Reliability Public Opinion Research - Service Agreement

Memo from Department Public Information Officer Maurice Chaney and Environmental Utilities Director Rich Plecker recommending Council adopt RESOLUTION NO. 19-49 APPROVING A SERVICE AGREEMENT BETWEEN THE CITY OF ROSEVILLE AND FAIRBANK, MASLIN, MAULLIN, METZ & ASSOC., INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE (S1909068). Staff recommends the City Council approve a service agreement for the development and execution of water supply reliability public opinion research. The total cost for consultant services shall not exceed \$40,000.00. Funding is included in the Environmental Utilities FY2018-19 budget.

CC #: 9793

File #: 0800-02

CONTACT: Maurice Chaney 916-774-5539 mchaney@roseville.ca.us

6.8. Power Plant - Catwalk Service Agreement Amendment

Memo from Senior Power Plant Engineer Nathan Ribordy and Electric Utility Director Michelle Bertolino recommending Council adopt RESOLUTION NO. 19-52 APPROVING AMENDMENT NO. 1 TO SERVICE AGREEMENT BETWEEN CITY OF ROSEVILLE AND PERFORMANCE MECHANICAL, INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE (S1908209). This amendment will provide additional funding for unforeseen design changes required for the fabrication of the catwalk that is to be installed at the Roseville Energy Park. Total cost of the amendment is \$2,526.00, bringing the total service agreement from \$59,365.00 to \$61,891.00. Funding is available in the Electric Capital Improvement Projects budget for FY2018-19.

CC #: 9798

File #: 0800-03

CONTACT: Nathan Ribordy 916-746-1673 nriboldy@roseville.ca.us

6.9. LED Streetlight Upgrade Project – Service Agreement

Memo from Electric Operations Manager Jason Grace and Electric Utility Director Michelle Bertolino recommending the City Council adopt RESOLUTION NO. 19-50 APPROVING A SERVICE AGREEMENT BETWEEN THE CITY OF ROSEVILLE AND ST. FRANCIS ELECTRIC, LLC, AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE (S1908110). This item requests the City Council approve a service agreement to perform services for the LED Streetlight Upgrade Project, which entails replacing a portion of the City's streetlights with Light Emitting Diode luminaires. The cost of the services will not exceed \$2,240,000.00 over a one-year period, with the option to extend for one additional year. Funding is included in the Electric FY2018-19 budget.

CC #: 9765

File #: 0800-03

CONTACT: Jason Grace 916-774-5643 jgrace@roseville.ca.us

6.10. Calsense Irrigation Controllers (RFQ 10-3198) - Purchase Order

Memo from Buyer Loni Countryman and Chief Financial Officer Dennis Kauffman recommending the City Council approve a purchase order with Imperial Sprinkler Supply, Inc. for the purchase of Calsense irrigation controllers. The cost of the irrigation controllers is \$183,964.87 plus sales tax of \$13,337.45 for a grand total of \$197,302.32. Funding is included in the General Fund Capital Equipment Replacement Fund and Park Operations Division's FY2018-19 district budgets.

CC #: 9777

File #: 0203-10

CONTACT: Loni Countryman 916-774-5734 lcountryman@roseville.ca.us

6.11. Vehicle Purchases - Purchase Order

Memo from Fleet Manager Brian Craighead and Acting Public Works Director

Jason Shykowski recommending the City Council approve a purchase order to Oroville Ford, Inc. for three Ford F550 flatbed trucks utilizing RFQ 10-3199 in the amount of \$263,090.88; approve a purchase order to Owen Equipment Sales for one Vactor Hydro Excavation truck utilizing Sourcewell contract #122017-FSC in the amount of \$427,145.65; approve a purchase order to 72 Hour LLC dba National Auto Fleet Group for one Ford Interceptor Utility Hybrid utilizing Sourcewell contract #120716-NAF in the amount of \$43,640.60; Funding for these vehicles is included in the FY2018-19 Auto Replacement budget.

CC #: 9788

File #: 0203-01

CONTACT: Brian Craighead 916-774-5731 bcraighead@roseville.ca.us

Resolutions

6.12. Westbrook Phase 2 Village 4 - Certificate of Completion

Memo from Construction Inspector Keith Litts and Development Services Director Mike Isom recommending the City Council adopt RESOLUTION NO. 19-43 OF THE COUNCIL OF THE CITY OF ROSEVILLE ACCEPTING THE PUBLIC WORK KNOWN AS WESTBROOK - PHASE 2, VILLAGE 4 PROJECT, APPROVING THE "CERTIFICATE OF COMPLETION", AND AUTHORIZING AND DIRECTING THE CITY ENGINEER TO EXECUTE SAID NOTICE ON BEHALF OF THE CITY OF ROSEVILLE, THEREFORE, AND ACCEPTING ALL DEDICATIONS OFFERED ON THE RECORDED MAP OF THE SUBDIVISION. The Engineering Division has made final inspection of the project and has found the roadway infrastructure work complete in accordance with the improvement plans and City specifications. This action has no impact to the City's General Fund. Construction costs were paid by the developer.

CC #: 9789

File #: 0400-04-12-1

CONTACT: Keith Litts 916-517-7598 klitts@roseville.ca.us

6.13. American River Basin Study - Memorandum of Agreement Amendment

Memo from Acting Water Utility Manager Sean Bigley and Environmental Utilities Director Richard Plecker recommending the City Council adopt RESOLUTION NO. 19-42 APPROVING A FIRST AMENDMENT TO THE AMERICAN RIVER BASIN STUDY MEMORANDUM OF AGREEMENT, BY AND BETWEEN THE U.S. DEPARTMENT OF THE INTERIOR, BUREAU OF RECLAMATION MID-PACIFIC REGION AND PLACER COUNTY WATER AGENCY, EL DORADO COUNTY WATER AGENCY, REGIONAL WATER AUTHORITY, CITY OF SACRAMENTO, CITY OF ROSEVILLE AND CITY OF FOLSOM, AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE. Staff requests approval of the first amendment to the Memorandum of Agreement with the U.S. Bureau of Reclamation for the American River Basin Study to adjust the Bureau of Reclamation's costs share from \$830,000.00 to \$1,199,600.00. The non-federal partner cost share, of

which Roseville is obligated and is approved through a past City Council action on January 18, 2017, is unchanged. If approved, there is no fiscal impact to Roseville.

CC #: 9773

File #: 0800-02

CONTACT: Sean Bigley 916-774-5513 sbigley@roseville.ca.us

6.14. Western Area Power Administration - Contract Revision

Memo from Electric Operations Manager Jason Grace and Electric Utility Director Michelle Bertolino recommending the City Council adopt RESOLUTION NO. 19-53 APPROVING EXHIBIT B, REVISION 4 TO CONTRACT 04-SNR-00850, BETWEEN THE CITY OF ROSEVILLE AND THE UNITED STATES DEPARTMENT OF ENERGY WESTERN AREA POWER ADMINISTRATION, AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE. This item requests the City Council approve an updated five-year cost estimate with the Western Area Power Administration for providing operation and maintenance services on City owned electrical facilities that are part of the 230kV (230,000 Volt) portion of the Fiddymont Substation.

CC #: 9799

File #: 0800-03

CONTACT: Jason Grace 916-774-5643 jgrace@roseville.ca.us

6.15. Hillcrest Storm Drain Improvement Project - Professional Design Services Agreement Amendment

Memo from Associate Engineer Noah Siviglia and Acting Public Works Director Jason Shykowski recommending the City Council adopt RESOLUTION NO. 19-47 APPROVING A SECOND AMENDMENT TO PROFESSIONAL DESIGN SERVICES AGREEMENT BETWEEN THE CITY OF ROSEVILLE AND WOOD RODGERS, INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE. This is an amendment to the professional services agreement with Wood Rodgers, Inc. for cost-reducing design modifications and bid and construction support for the Hillcrest Storm Drain Improvement project. The cost of the additional services is \$71,320.00, bringing the total contract amount to \$517,959.66. The project reduces street flooding in the Hillcrest neighborhood. This project is fully funded with gas tax revenue and sufficient funding is available in the previously approved project budget so no budget adjustment is necessary.

CC #: 9781

File #: 0900-04-02

CONTACT: Noah Siviglia 916746-1379 nsiviglia@roseville.ca.us

6.16. 401 Oak Street - Use of City Forces

Memo from Project Coordinator Charlie Fralick and Acting Public Works Director Jason Shykowski recommending the City Council adopt RESOLUTION NO. 19-41 APPROVING USE OF CITY FORCES TO

COMPLETE ENVIRONMENTAL REMEDIATION WORK LOCATED AT 401 OAK STREET. This item requests approval for the use of City forces to remediate impacted material at 401 Oak Street. The estimated cost is \$30,000.00 and is paid for by the proceeds from the sale of 401 Oak Street.

CC #: 9772

File #: 0203-04

CONTACT: Charlie Fralick 916-774-5706 cfralick@roseville.ca.us

6.17. Harry Crabb Park Phase 2 Project - Professional Design Services Agreement Amendment

Memo from Park Development Analyst Joel De Jong and Parks, Recreation & Libraries Director Dion Louthan recommending Council adopt RESOLUTION NO. 19-45 APPROVING A THIRD AMENDMENT TO PROFESSIONAL DESIGN SERVICES AGREEMENT BETWEEN THE CITY OF ROSEVILLE AND SIEGFRIED ENGINEERING, INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE. This item requests the City Council to approve an amendment to extend a professional design services agreement for an additional \$108,360.00 for construction document preparation related to the development of the Harry Crabb Park Phase 2 project. Funding will be provided through the Citywide Park Development Fund. There will be no General Fund impact for the revision of the construction documents.

CC #: 9779

File #: 0704-01

CONTACT: Joel De Jong 916 774-5924 jdejong@roseville.ca.us

6.18. Outage Management System Procurement and Implementation Support – Professional Services Agreement

Memo from Electric Operations Manager Jason Grace and Electric Utility Director Michelle Bertolino recommending the City Council adopt RESOLUTION NO. 19-51 APPROVING A PROFESSIONAL SERVICES AGREEMENT, BY AND BETWEEN THE CITY OF ROSEVILLE AND POWER SYSTEM ENGINEERING, INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE. This item requests approval of a professional service agreement to perform consulting services in support of Roseville Electric's procurement and implementation of an Outage Management System and Interactive Voice Response system. The cost of the services will not exceed \$85,000.00 and funding is included in the Electric Department FY2018-19 budget.

CC #: 9797

File #: 0800-03

CONTACT: Jason Grace 916-774-5643 jgrace@roseville.ca.us

Ordinances (for introduction and first reading)

6.19. City Council/Boards and Commissions Administrative Standards and Municipal

Code Updates

Memo from City Clerk Technician Helen Dreyer and City Clerk Sonia Orozco recommending Council adopt RESOLUTION NO. 19-48 APPROVING THE CITY COUNCIL/BOARDS AND COMMISSIONS ADMINISTRATIVE STANDARDS; and introduce for first reading ORDINANCE OF THE COUNCIL OF THE CITY OF ROSEVILLE AMENDING SECTIONS 2.16.010, 2.16.020, 2.16.030, AND ADDING SECTIONS 2.16.040, 2.16.050 AND 2.16.060 OF CHAPTER 2.16; AMENDING SECTIONS 2.18.010, 2.18.020, AND 2.18.030 AND DELETING SECTION 2.18.040 OF CHAPTER 2.18; AMENDING SECTIONS 2.20.020 AND 2.20.030 AND DELETING SECTION 2.20.040 OF CHAPTER 2.20; AMENDING SECTIONS 2.22.020 AND 2.22.030, AND DELETING SECTION 2.22.040 OF CHAPTER 2.22; AMENDING SECTIONS 2.24.010, 2.24.020, AND 2.24.030 AND DELETING SECTION 2.24.021 OF CHAPTER 2.24; AMENDING SECTIONS 2.26.010, 2.26.020, 2.26.030, AND DELETING SECTION 2.26.040 OF CHAPTER 2.26; AMENDING SECTIONS 2.28.010, 2.28.020, 2.28.030, 2.28.030 AND DELETING SECTIONS 2.28.031, 2.28.040, 2.28.050, 2.28.060, 2.28.070, 2.28.080, AND 2.28.090 OF CHAPTER 2.28; AMENDING SECTIONS 2.30.010, 2.30.020, 2.30.030 AND DELETING SECTION 2.30.040 OF CHAPTER 2.30; AMENDING SECTIONS 2.32.010, 2.32.020, AND 2.32.030, AND DELETING SECTIONS 2.32.021, 2.32.040, 2.32.050, AND 2.32.060 OF CHAPTER 2.32 OF TITLE 2 OF THE ROSEVILLE MUNICIPAL CODE REGARDING BOARDS AND COMMISSIONS. This is a request of the City Council to approve the consolidated City Council, and City board, commission, and committee meeting procedures and the corresponding municipal code amendments. There is no fiscal impact associated with this request.

CC #: 9791

File #: 0102-04, 0103-04-02, 0103-05-02, 0103-06-02, 0103-07-02, 0103-08-02, 0103-09-02, 0103-12-02

CONTACT: Helen Dreyer 916-774-5356 hdreyer@roseville.ca.us

Ordinances (for introduction and adoption - appropriation/urgency measures)

6.20. Main Street Plaza Apartments Affordable Housing - Budget Adjustment

Memo from Housing Manager Danielle Foster and Economic Development Director Laura Matteoli recommending the City Council adopt ORDINANCE NO. 6054 OF THE COUNCIL OF THE CITY OF ROSEVILLE AUTHORIZING CERTAIN AMENDMENTS TO THE 2018-19 BUDGET AND DECLARING THIS ORDINANCE TO BE IMMEDIATELY EFFECTIVE AS AN APPROPRIATION MEASURE. This item is a budget adjustment to allocate \$2,000,000 from the City's Affordable Housing Fund and Housing Trust Fund to the 65-unit affordable housing Main Street Plaza Apartments to be developed at Washington Boulevard and Main Street in Historic Old Town. This budget adjustment fulfills existing commitments in the City's executed Disposition and Development Agreements on the project and has no impact on the General Fund.

CC #: 9790

File #: 0201-01 & 0709-03-02

CONTACT: Danielle Foster 916-774-5446 dfoster@roseville.ca.us

6.21. Park Rehabilitation Projects - Budget Adjustment

Memo from Park Planning & Development Superintendent Tara Gee and Parks, Recreation & Libraries Director Dion Louthan recommending the City Council adopt ORDINANCE NO. 6052 OF THE COUNCIL OF THE CITY OF ROSEVILLE AUTHORIZING CERTAIN AMENDMENTS TO THE 2018-19 BUDGET AND DECLARING THIS ORDINANCE TO BE IMMEDIATELY EFFECTIVE AS AN APPROPRIATION MEASURE. Staff requests a budget adjustment allocating \$35,000.00 from the West Roseville Citywide Park Fund for the Historic Fiddymment House, and a total of \$668,940.00 from the Parks, Recreation & Libraries Rehabilitation Fund which is comprised of \$456,090.00 for carry forward of City Council approved park rehabilitation projects, and \$212,850.00 in water slide safety repairs.

CC #: 9784

File #: 0201-01 & 0704

CONTACT: Tara Gee 916-774-5253 tgee@roseville.ca.us

6.22. Police Department - Deferred Revenue Budget Adjustment

Memo from Administrative Analyst Shelly Bracco and Police Chief James Maccoun recommending the City Council adopt ORDINANCE NO. 6053 OF THE COUNCIL OF THE CITY OF ROSEVILLE AUTHORIZING CERTAIN AMENDMENTS TO THE 2018-19 BUDGET AND DECLARING THIS ORDINANCE TO BE IMMEDIATELY EFFECTIVE AS AN APPROPRIATION MEASURE. The Police Department has \$31,813.18 in unearned revenue from the AB109 grant received in FY2017-18, as well as pre-paid funds from the Galleria, for supplemental overtime services provided by police officers. The budget adjustment will add \$31,813.18 to the Police Department's budget; the funds will be spent in Social Services and Patrol. This budget adjustment will increase both revenues and expenditures in the General Fund by \$31,813.18.

CC #: 9785

File #: 0201-01 & 0323

CONTACT: Shelly Bracco 916-774-5018 sbracco@roseville.ca.us

Ordinances (for second reading and adoption)

6.23. Second Reading - The Ranch at Sierra Vista Community Facilities District No. 1 (Public Facilities)

ORDINANCE NO. 6055 OF THE CITY COUNCIL OF THE CITY OF ROSEVILLE LEVYING SPECIAL TAXES WITHIN CITY OF ROSEVILLE THE RANCH AT SIERRA VISTA COMMUNITY FACILITIES DISTRICT NO. 1 (PUBLIC FACILITIES), for second reading and adoption.

CC #: 9800

File #: 0206-03-01

CONTACT: Jeannine Thrash 916-774-5473 jthrash@roseville.ca.us

Reports / Requests

6.24. Annual Swap Reporting Requirements for Fiscal Year 2017-18

Memo from Financial Analyst Teri Quinlan and Chief Financial Officer Dennis Kauffman with an informational report on the performance of the City's outstanding interest rate swaps for the Electric Department system debt.

CC #: 9792

File #: 0202

CONTACT: Teri Quinlan 916-774-5479 tquinlan@roseville.ca.us

6.25. Appointments - City Council Auxiliary Positions

Memo from Assistant City Clerk Audrey Byrnes and City Clerk Sonia Orozco recommending the City Council approve the appointment of councilmembers to various auxiliary positions on regional and local agencies, boards, commissions, committees, and joint power authorities.

CC #: 9803

File #: 0102-12

CONTACT: Sonia Orozco 916-774-5269 sorozco@roseville.ca.us
Audrey Byrnes 916-774-5268 abyernes@roseville.ca.us

END OF CONSENT CALENDAR

7. APPOINTMENTS

7.1. Appointments - Charter Review Commission

Memo from City Clerk Sonia Orozco requesting the City Council appoint nine members to the Charter Review Commission. Fourteen applications were received. Applicants include Rita Brohman, Samuel Cannon, Peter Constant, Kristine Dohner, Jack Duran, Paul Frank, LaMills Garrett, Martin Keck, Kimberly Lahodny, Susan Rohan, Robert Sanchez, Connie Spade, John Speight, James Viele.

CC #: 9774

File #: 0103-28

CONTACT: Sonia Orozco 916-774-5269 sorozco@roseville.ca.us

7.2. Appointments - Local Sales Tax Citizens' Oversight Committee

Memo from City Clerk Sonia Orozco requesting the City Council appoint five members to the Local Sales Tax Citizens' Oversight Committee. Twelve applications were received. Applicants include Brandon Baldwin, Richard Debono, Richard Duffy, John Ellison, Gerald Florkowski, Paul Frank, Debra Jackson, Kathryn Kitchell, Meghan Krafka, John Raniseki, Julie Reyes, Greg Sheppard.

CC #: 9775

File #: 0103-22

CONTACT: Sonia Orozco 916-774-5269 sorozco@roseville.ca.us

7.3. Appointments - Senior Commission

Memo from Deputy City Clerk Ryan Carroll and City Clerk Sonia Orozco recommending the City Council appoint Tania Rain and Nicole Zamora to the Senior Commission with terms ending December 31, 2022.

CC #: 9776

File #: 0103 & 0103-12-03

CONTACT: Ryan Carroll 916-774-5265 rcarroll@roseville.ca.us

8. **ORDINANCES**

8.1. Chief Financial Officer Salary Range Reduction

Memo from Human Resources Director Stacey Peterson recommending the City Council re-adopt ORDINANCE NO. 6031 OF THE COUNCIL OF THE CITY OF ROSEVILLE AMENDING ORDINANCE NO. 6028, THE SALARY ORDINANCE FOR MANAGEMENT EMPLOYEES, AS AMENDED BY APPENDIX "X" TO BE EFFECTIVE JANUARY 5, 2019, AS AN URGENCY MEASURE, to retroactively approve Management A & B salary schedules to January 5, 2019. The total fiscal impact for the changes initially approved December 5, 2018, to the General Fund was a cost savings of \$51,779.00. On December 5, 2018, the City Council approved a 21.43% salary reduction for the Chief Financial Officer salary range. Since the item involved the salary of a department head and was approved on the consent calendar, the item is being brought back for an oral report before final action to comply with Government Code 54953 (c)(3).

CC #: 9801

File #: 0600-01

CONTACT: Stacey Peterson 916-774-5374 slpeterson@roseville.ca.us

9. **SPECIAL REQUESTS/REPORTS/PRESENTATION**

9.1. Fiscal Year 2019-20 Budget Schedule

Memo from Budget Manager Scott Pettingell and Chief Financial Officer Dennis Kauffman with an update on the budget schedule for FY2019-20. Each year Finance staff provides the City Council with the schedule for developing the proposed budget that outlines key dates through budget adoption as well as upcoming staff reports. There is no fiscal impact with receiving this budget schedule.

CC #: 9795

File #: 0201

CONTACT: Scott Pettingell 916-746-1306 spettingell@roseville.ca.us
Dennis Kauffman 916-774-5313 dkauffman@roseville.ca.us

9.2. Fiscal Year 2018-19 First Quarter Report

Memo from Budget Manager Scott Pettingell and Chief Financial Officer Dennis Kauffman with an informational report that includes financial data for the first

quarter of FY2018-19 for the General Fund, the enterprise operating funds, and revenues in selected other funds.

CC #: 9794

File #: 0202-02

CONTACT: Scott Pettingell 916-746-1306 spettingell@roseville.ca.us

10. COUNCIL / STAFF / REPORTS/ COMMENTS

11. ADJOURNMENT



COUNCIL COMMUNICATION

CC #: 9804

File #: 0103-32-02

Title: 5:30 p.m.

Contact:

Meeting Date: 2/20/2019

Item #:

ATTACHMENTS:

Description

Draft 2019 Legislative Platform_Red Line

|

City of Roseville

| 2019 Legislative and Regulatory
Platform for
State and Federal Advocacy



Roseville City Council Goals -2019

Public Safety
Fiscal Responsibility
Economic Development
Sound and Stable Utilities
A Great Downtown
Infrastructure
Legislative Advocacy
Civic Engagement
Core Neighborhoods
Culturally Rich Community

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BACKGROUND

The positions defined within this legislative and regulatory platform reflect the City Council's goals and priorities as well as its position on issues that are currently, or are anticipated to be, the focus of future legislation and regulation at the state and federal levels. Council's adoption of this platform authorizes the City's active participation to influence state and federal decision-making on legislative, administrative, regulatory and funding issues and to support judicial advocacy consistent with the City's priorities.

Using this document as a guide, the City will adopt positions on specific legislation, regulations and budget proposals, and respond to requests for *amicus curiae* support when the outcome of a pending lawsuit is likely to significantly affect a City priority. The Mayor will sign letters of support or opposition based on the City's identified interests, the Mayor and other Council Members will advance City interests through individual and regional advocacy efforts, and the Mayor will act on requests from the City Attorney to join in friend-of-the-court briefs.

Staff recommends that the Legislative and Regulatory Platform be updated annually to be responsive to changes to the state and federal legislative and regulatory environments and to reflect the interests unique to Roseville and interests that may also be common to cities throughout the state.

Strategies for Effective Platform Implementation

- City staff works collaboratively with our federal and state lobbyists to understand and develop strategies to influence legislation. The City's federal lobbyist also works closely with staff to help identify funding resources for projects and reviews grant applications before they are submitted. Staff will scrutinize grant requirements for matching funds, environmental review, or for new requirements required to ensure they have a reasonable correlation to the value of the funding and the benefit being derived from the grant.
- City staff participates in organizations such as The League of California Cities, Sacramento Area Council of Governments (SACOG), Sacramento Metropolitan Chamber of Commerce, North State Water Alliance, Northern California Power Agency (NCPA), California Municipal Utilities Association (CMUA), Municipal Information Systems Association of California (MISAC), [California Association of Sanitation Agencies \(CASA\)](#), [National Association of Clean Water Agencies \(NACWA\)](#), and [Association of California Water Agencies \(ACWA\)](#) and the Roseville [Area](#) Chamber of Commerce to advocate on issues that are important to the City. This allows the City to have a stronger voice and a greater potential to influence key policy and legislative matters.
- Government relations staff works with staff from each department to develop awareness of and understanding of legislation, regulations, and project funding opportunities. During the course of the legislative year, staff monitors legislation, develops priority lists of legislation for each department, and makes recommendations on letters of support or opposition as bills progress through the legislative process.
- Government relations staff strategizes and coordinates with other jurisdictions, special districts and organizations on key issues of common interest to ensure a stronger voice on legislation, regulatory and policy matters.
- City advocacy letters are signed by the Mayor. In the event the Mayor is not available to sign an advocacy letter, the responsibility will reside with the Vice-Mayor.
- Government relations staff works closely with state and federal legislative staff to ensure the City's position on legislation and critical concerns is clearly understood by Roseville's elected representatives. The development of this relationship and exchange of information with the City's representatives continues throughout the year.
- Proposed City advocacy positions on bills that would result in the issuance of or a vote for a new state bond will be brought to the full Council for its consideration and direction.

Working collaboratively with the Council's Law and Regulation Committee and the City's internal and external partners ensures that the City has the greatest ability to influence legislation and policies that are important to the City. The City has successfully used this process of proactive advocacy and coalition development to take positions on legislation to effectively advance the legislative platform.

Funding Opportunities

To develop outside state and federal funding opportunities for Roseville projects and programs.

We take the following approach to accomplish this:

1. Develop relationships and funding opportunities by actively promoting Roseville projects that provide a mutual benefit for our funding partners.

Federal Funding Requests

Projects (not in order of priority):

~~Washington Andora Widening Project~~

- Advanced Metering Infrastructure (AMI)
1. Emerging Energy- and Water-Use Efficiency Technologies
2. Recycled water system
3. Water supply reliability improvements such as increased interconnections, expanded conjunctive use capacity, diversification of better access to water supplies as it pertains to implementation of the Roseville Groundwater Strategic Plan, and recommended in other long-range resource planning documents
4. Expansion of wastewater digestion capacity to handle organics recycling and generate renewable energy
5. ~~Washington Andora widening project~~
6. Cybersecurity technology and IT infrastructure improvements needed to comply with federal mandated regulations and laws.

Initiatives: Promoting economic stimulus and infrastructure investment

- a) Projects that provide jobs especially in the areas of energy, water, transportation, public safety and community development.
- b) Assistance for business expansion and formation.

PRIORITIES FOR 20182019

Citywide Legislative Principles

1. The City of Roseville believes in local control and the ability of the City Council to make decisions that address the needs of residents and businesses within its jurisdiction. In general, the City of Roseville will oppose legislation that erodes local control and will support legislation that increases local control.
2. The City of Roseville also believes in fiscal responsibility and requires financial flexibility to carry out its mission and objectives for the community. The City will oppose legislation that hinders financial flexibility and will support legislation that encourages financial flexibility.
3. Oppose legislation that requires the City to provide a service or benefit without appropriate and full funding.
4. Oppose legislation that would negatively impact City revenues including but not limited to sales tax, property tax, other General Fund revenues and enterprise fund revenues.
5. Support legislation that protects and maintains City sales tax revenue and oppose legislation that erodes this revenue. Any advocacy on sales tax legislation beyond these guidelines will be brought to the full Council for consideration and direction.

6. Support sponsoring or co-sponsoring legislation that effectively meets the objectives of the City's legislative principles and platform.
7. Support legislation and provide leadership in crafting a regional vision and agenda that seizes on regional assets and reinforces the value and versatility of regionalism to address complex regional issues including transportation, economic development, education, land use policy, environmental concerns, and intraregional inequities in housing and education.

City's Federal and State Legislative Platform

1. Oppose state and federal actions that produce incompatible consequences and/or have an adverse impact on the City's ability to comply with state and federal regulations and/or legislation. The City will inform the community when these situations occur.
2. Support legislation that would further the stated missions of the City's departments and oppose legislation that would impede the ability of each department to effectively meet its operational objectives.
3. Support legislation and regulations that protect City investments in infrastructure and other projects and enhances financial sustainability of City assets.
4. Support legislation and policies that protect our residents and businesses from inconsistent, unnecessary and costly regulations and guidance, mitigation requirements, and permitting mandates
5. Oppose legislation and regulations that would adversely affect or divert City revenues to the state or any other entity.
6. Support legislation that would require the state or federal governments to pay for mandates that are unfunded.
7. Oppose legislation that would impose significant compliance costs to the City and where a public benefit has not been identified to justify the costs.
- 7.8. Oppose legislation that would eliminate or curtail local control over City owned property, physical assets and infrastructure.

Administrative Services Goal: To protect the ability of the City to make decisions unencumbered by onerous policies and regulations that are costly and/or restrictive in how they must be implemented regarding areas of finance, human resources, city clerk, information technology and ~~purchasing~~central services; to ensure the City's positions regarding pension reform are clearly articulated by providing input and expertise in response to future legislative efforts.

We take the following approaches to accomplish this:

Administrative Services Platform

1. Support legislation and measures that protect the City's rights in the collective bargaining process.
2. Support legislation, policies and regulations that simplify the administration of public records, election code and Brown Act provisions.
3. Oppose legislation that diminishes enacted workers' compensation reforms and cost controls.
4. Support efforts that engage and include local government in future pension reform discussions and legislation.
5. Oppose legislation and regulations that place new environmental requirements on local agencies that would inhibit the City's ability to fulfill its mission and are not accompanied by funding necessary for implementation.
6. Support legislation, policies and regulations that simplify public procurement and contracting.
7. Oppose legislation that restricts or diminishes the City's ability to procure goods and services efficiently and effectively.
8. Oppose legislation that alters the tax treatment of municipal bonds such as proposals that would cap or eliminate the current tax-exempt status.
- ~~9.~~ 10. Support reasonable and common-sense legislation and regulations that clarify conflict-of-interest rules.
- ~~9.~~ 10. Support legislation and policies that encourage streamlining of business processes for responding to open records requests and that provide funding for these activities.
- ~~10.~~ 11. Support legislation that includes operational expenses as an acceptable use of public, educational, government access (PEG) funds collected from cable-franchise feesagreements per the Federal Communications Commission for government-access stations.

Information Technology Platform

1. Support legislation and regulations that ensure emergency communication capabilities and interoperability for information technology and public safety departments and agencies.
2. Support legislation that promotes and provides funding for increased ability to manage technology, assistance in adhering to regulatory compliance requirements and reducing the risk of cyber-attacks.
3. Oppose legislation that would require public agencies to share information in public settings that could be used by groups or individuals with malicious intent to compromise the systems, services or private information of public employees or citizens.

- 4. Support legislation for cost-effective environmental technology initiatives.
- 5. Oppose legislation that would restrict procurement practices or impact vendor interaction.

Community Development Goal

To act on legislation that would affect our ability to amend and implement our General Plan policies and/or restrict local control over development or impose new regulations that will increase development costs and place greater demands on the City's General Fund. The intent of our General Plan policies is to create an attractive, vibrant, well-planned city, demonstrated by balanced land uses with desirable neighborhoods, prosperous businesses, excellent schools, convenient public services and open space and recreation amenities all linked by superior transportation systems that include well-maintained streets, sidewalks, bike paths and transit in a cost-effective and financially sustainable manner.

We take the following approaches to accomplish this:

Public Works ~~and Transportation~~ Platform

1. Support continued reauthorization of the nation's highway and transit funding bills.
2. Oppose legislation that reduces or eliminates transportation revenues for transportation purposes or creates new unfunded state and federal mandates on transportation projects.
- ~~3.~~ Support legislation that provides additional funding for local roadway maintenance, transportation and infrastructure.
- ~~4.~~ Oppose legislation that would increase traffic congestion and/or reduce roadway vehicle capacity as a means of reducing Vehicle Miles Traveled and/or greenhouse gases (GHG).
- ~~3-5.~~ Support legislation that allows local governments to determine local roadway Level of Service (LOS) policy.
- ~~4-6.~~ Support measures that ensure reasonable and fiscally responsible accessibility of all public and private transportation services.
- ~~5-7.~~ Oppose legislation that reduces the ability to use high-occupancy vehicle (HOV) lanes by transit, paratransit and other high-occupancy use vehicles.
- ~~6-8.~~ Support legislation, policies and regulations that allow the use of Medi-Cal funds for transportation purposes and support Medi-Cal policies that promote the use of transit/paratransit as Medicaid providers.
- ~~7-9.~~ Support legislation that provides tax incentives for people who use public transit and other alternatives to driving a single-occupant personal vehicle.
- ~~8-10.~~ Support legislation that provides funding for cities to comply with state and federal mandates regarding flood-protection levels.
- ~~9-11.~~ Support state legislation that would allow Placer County to create boundaries for a new transportation sales tax district in southern Placer County.

Development Services Platform

1. Support legislation that strengthens local control in the areas of transportation and land-use policies and assists local governments in integrating new growth.
2. Support legislation, policies and regulations that ensure local governments maintain local land-use control and maintain the ability to address local constituents' concerns.
3. Support legislation that ensures local control and flexibility in determining reduction measures for greenhouse gas requirements.
4. Support legislation and regulations that streamline state and federal permitting processes and require agencies to consider the economic impacts and equities of mitigation measures regarding permits for water supply, flood control, air

quality, water quality and sustainability. (This list is representative and not intended to be exhaustive.)

5. Oppose legislation for new wetlands regulations that duplicates similar requirements at the federal level.
- ~~6. Support Water Resources Development Act (WRDA) Section 214 permanence and the ability to process public/private projects through WRDA.~~
- ~~7.6.~~ Support legislation for California Environmental Quality Act (CEQA) reform that streamlines the environmental review process and reduces opportunities for "green mail" lawsuits.
- ~~8.7.~~ Support legislation that would purge laws and regulations that are redundant and/or no longer applicable or necessary.
- ~~9.8.~~ Advocate for appropriate federal resource agency staffing levels to ensure Endangered Species Act Section 7 Consultations are completed within statutory timeframes (in particular, for the National Marine Fisheries Service).
9. Support legislation that ensures the rules governing representation of a city on a Board, Committee, or Commission with regional authority allow for meaningful and continual participation by the most populous cities on that Board, Committee, or Commission.
10. Support legislation that more narrowly defines the California Department of Fish and Wildlife jurisdiction under California Department of Fish and Wildlife Code Section 1600 (Streambed Alteration Agreement).

Parks, Recreation & Libraries Platform

1. Support legislation and measures that fund recreation, fitness, and wellness, and prevention programs for youth and adults.
2. Support legislation that protects funding for the State Library Fund.
3. Support legislation and new measures for park, recreation, and library programs, services, and special events.
4. Support new initiatives that provide funding for park and public facilities development, rehabilitation, and operations.
5. Support full funding of state parks, recreation, bike trails, open space, and library grants; including, but not limited to, the Land and Water Conservation Fund.
6. Support legislation and budgets that fund development of capital park and open space improvements or rehabilitation.
7. Support legislation that funds ongoing operational values for recreation and library programming, including fitness, wellness, enrichment, maintenance, and books/technology for youth and adults.
8. Support legislation that would further fair and appropriate access to park and library resources for all persons; including, but not limited to, homeless persons.
9. Support legislation that defines appropriate penalties for incidents of vandalism and property theft.
10. Support legislation that assists local agencies including parks departments with funding and/or resources for addressing clean-up and hauling of items from homeless encampments.
11. Support legislation that provides increased funding to the California Arts Council for the benefits it would provide to the residents, schools, and nonprofits regarding arts and culture.

Building Inspection Platform

1. Promote public health and safety in building construction through responsible legislation that adopts building codes through the regulatory process and allows for local control of enforcement.
2. Support legislation that enhances code enforcement through a uniform approach at the state level with input from the local authority by going through the regulatory process.
3. Oppose legislation that mandates specific enforcement requirements through the legislative process.
4. Protect the ability to adopt local amendments to fire and building codes.
5. Oppose legislation that places additional burdens of enforcement on local officials but is not directly related to issues of health and safety.

Public Safety Goal

To act on legislation that hinders our ability to protect and enhance the safety and quality of life for our residents, businesses, customers and partners by providing effective responses to all service requests; to promote programs that minimize risk and maximize the safety for our entire community; and to deliver community risk-reduction programs and exceptional solutions as a cohesive team and in a collaborative manner.

We take the following approaches to accomplish this:

1. Oppose legislation that would decrease state and federal funding for programs and services including Homeland Security.
2. Support legislation that ensures flexibility for and local control of all grant resources and funding for public safety technology and mandatory reporting systems.
3. Protect the ability to adopt local amendments to fire and building codes.
4. Oppose legislation that would reduce or eliminate funding for disaster mitigation.
5. Oppose reductions to the levels of state and federal funding opportunities for public safety programs and/or services.
6. Oppose legislation and regulatory policies that negatively affect the funding and operations of the police or fire departments.
7. Oppose legislation that reduces or eliminates local law enforcement flexibility or otherwise enacts broad sentencing reforms that reduce sentences for non-violent crimes in a general fashion.
8. Support legislation that provides municipalities with local control to provide para-transport, community para-medicine services and illness-prevention practices and programs.
9. Support legislation that provides adequate funding to cities for realignment services and oppose legislation that reduces or eliminates funding for those services.
10. Support legislation that results in regionalization of public safety functions and local control of regionalization of fire services.
11. Support legislation that requires the state to pay for unfunded mandates related to new public safety training requirements.
- 11.12. Support legislation that provides new and/or increased funding for mental health programs and services.

Economic Development Goal

To act on legislation that affects the City of Roseville's ability to create a vibrant business and community environment that enhances the quality of life for our residents and provides outstanding potential for our businesses and partners to flourish. To provide exceptional facilities, programs, services, and affordable housing opportunities in a safe environment by maintaining neighborhoods and commercial districts. To create a vibrant economic development environment by forming effective partnerships for the purposes of acting on legislation that encourages and assists with the development of businesses and manufacturing and to maximize social and economic opportunities.

We take the following approaches to accomplish this:

Housing and Community Investment Platform

1. Support legislation and appropriations that fully fund assistance for affordable housing, prevention and solutions to homelessness, and community investment funding, including that fully funds the federal Housing Choice Voucher (HCV)/ (Section 8), Home Investment Partnerships (HOME) and Community Development Block Grant (CDBG) programs.
2. Support legislation and measures that create new state incentives for affordable housing and infill development.
3. Support legislation that increases flexibility in the state housing element process and streamlines environmental statutes.
- ~~4. Support appropriation of adequate funding for housing programs including CDBG and HOME.~~
- ~~5.4.~~ Support streamlining of the requirements for the types of projects that can be funded with state and federal funding.
- ~~6.5.~~ Support legislation and advocacy efforts to protect existing housing and community investment funding that will support goals for the City's core area and provide support for community assets.
6. Support legislation that provides funding, accountability, and program resources that address the primary causes of homelessness and address the needs of the homeless population.
7. Oppose legislation that revamps the current Regional Housing Needs Assessment (RHNA) process by giving greater authority to the Department of Housing and Community Development (HCD) to oversee and enforce regional housing goals and in determining a methodology for allocating housing needs to regions and local jurisdictions; and, that links housing element certification to non-housing grant sources.

Economic Development Platform

1. Oppose legislation and measures that create competitive disadvantages for businesses at local and state levels.
2. Support legislation and measures that allow the City to grow the current economic base by providing the tools and resource needed for businesses to expand and flourish.
3. Support legislation, funding and policies that promote Regional Occupation Programs, trade schools, investment in research and development technology, and tax incentives for manufacturing.

4. Support legislation, policies, and regulations that require economic analysis and/or scientific validation of changes to state policies or regulations before modifications can be enacted.
5. Support legislation that promotes the state as an economically viable and strong destination for businesses to locate.
6. Oppose legislation that negatively impacts the City as it relates to the dissolution and wind-down of the Redevelopment Agency.
7. Support legislation that enhances and provides incentives for business retention and expansion, while ensuring California's business environment remains competitive with national and international markets.
8. Support legislation that supports the development and expansion of higher education institutions including new private institutions and satellite campuses of national universities as an important segment of growth, workforce and economic development throughout the state.
9. Support legislation that creates a new tax increment program that will assist cities and counties with revitalizing their communities through the elimination of physical and economic blight and by providing assistance to building owners, tenants and businesses in their efforts to be successful.
- 9.10. Oppose legislation that restricts the City's ability to dispose of real property.

Electric and Environmental Utilities Goals

To protect local control over how utilities provide services to our customers; to protect our customers from state and federal legislation, policies, and regulations that have no clear benefit relative to cost; and to oppose legislation, policies, and regulations that create unfunded mandates and compliance requirements that negatively impact the utilities' ability to provide their services and products in the most safe, reliable and cost-effective manner.

Electric Utility Platform

Roseville Electric Utility's mission is to improve the quality of life in our community and to provide customers with safe, reliable electricity at, competitive prices and with, exceptional service ~~and a culture of safety.~~ ~~With the ever-increasing~~ As technological advancements in the electric utility industry evolve, as well as increased legislative and regulatory mandates, the electric utility will continue to transform its business model to best serve its customers in the most efficient, reliable and cost-effective way ~~possible.~~

We take the following approaches to accomplish this:

- ~~Support legislation, policies, and regulations that ensure utility regulation and new environmental laws protect local authority and the ability to serve customers and consider cost/rate impacts.~~
- 1. Support legislative efforts that retain local decision-making authority over programs, services, resources and rates.
- 2. Support legislation that maintains flexibility to comply with regulations in the way that best reflects community priorities.
- 1-3. Support legislation that enables meeting the state's energy and environmental policies in a cost-effective manner.
- ~~2. Support legislation that develops cost-effective renewable energy resources.~~
~~Support legislation and regulations that streamline permitting for new generating facilities.~~
~~Support legislation that provides for multiple approaches to meet energy peak usage.~~
- ~~3. Support newly formed joint power action groups and new municipal power entities.~~
- 4. Support legislation that preserves public tax-exempt financing. ~~Support legislation that preserves public tax-exempt financing.~~
- 5. Support legislation that requires a comprehensive cost-benefit analysis for new environmental regulations.
- 6. Support transmission system improvements and requirements which ensure that cost allocation is born by the parties that impact and/or stand to benefit from those improvements.
- 7. Support legislation that provides greater flexibility to meet the Renewable Portfolio Standards (RPS) program.
- 8. Support legislation and regulations that streamline permitting of new generating facilities.
- 9. Oppose legislation that mandates power purchases from specific projects and/or specific resources, if other cost-effective opportunities are available.

10. Oppose legislation that would reduce funding for existing energy programs ~~or and mandates increase utility operating costs.~~

11. Oppose legislation that will increase utility operating costs without commensurate funding.

~~4. Support legislation that streamlines the regulatory requirements at all levels regarding federal reliability standards and state environmental regulations. Support legislation that improves the process used for evaluating reliability compliance including prioritizing issues that pose the greatest risks to reliability of the grid and reduce regulatory burdens on users, owners, and operators.~~

~~5. Oppose legislation that makes changes to renewable energy regulations without comprehensive analysis, including a cost benefit analysis and stakeholder input before enactment.~~

~~Support legislation and efforts that ensure future changes to transmission system improvements and/or requirements including allocations of the costs for those activities to the parties that impact the systems and/or stand to benefit from those improvements. (The Beneficiary Pays Principle) Support legislation and reform efforts that require a comprehensive cost benefit analysis for meeting new environmental regulations.~~

~~6. Oppose legislation that mandates power purchases from specific projects and/or specific resources, if other cost effective opportunities are available.~~

~~7. Support legislation that would provide for greater flexibility to meet the Renewable Portfolio Standards (RPS).~~

~~8. Support legislation that allows Publicly Owned Utilities (POUs) the flexibility to set energy procurement targets for cost effective new emerging technologies.~~

12. Collaborate with neighboring utilities on legislative issues that impact the electric utility industry as a whole.

~~9. Support legislation intended to meet current or future Greenhouse Gas (GHG) reduction targets in the most cost effective manner possible.~~

As part of the legislative and regulatory platform Roseville Electric Utility also takes advocacy positions to promote the City's position before the applicable regulatory agencies.

Environmental Utilities Platform

We take the following approaches to accomplish this:

Resiliency, Greenhouse Gas (GHG) and Sustainability Platform:

1. Support efforts that reduce greenhouse gas emissions where the benefits of the GHG-reduction measures are balanced with cost.
2. Support efforts that allow local governments to develop practical, local solutions to reduce and manage locally generated GHG emissions.
3. Assure statewide or federal greenhouse gas emission estimating, monitoring, and reporting mandates provide demonstrated benefits to the environment and rate payers
4. Advocate for policies that provide assistance to address utility resiliency needs, including planning, deployment of technologies, facility relocation and other actions.

Regulations and Permit Platform:

1. Support legislative reform efforts that require a cost/benefit analysis for new regulations.
2. Support legislative reform efforts that require a cost/benefit analysis be completed as part of any permit writing process.
3. Support modernization of permitting processes, including extended permit terms up to ten years to address lifecycle of technologies and construction schedules.

~~Roseville's Environmental Utilities (EU) Department provides water, wastewater, solid waste, and recycled water utility services; and manages the City's stormwater program for the benefit of Roseville's residents and businesses. There are many external factors that influence how EU operates, how much services cost, and the quality of service EU provides to its customers.~~

Insert General Infrastructure Statement???

~~A significant level of EU's activities are a result of portion of the external influence comes from state and federally-generated laws and regulations. It is EU's obligation, in light of the department's mission, to actively monitor, act upon and proactively advocate for policy positions that protect or enhance the integrity of the department's operation and ability to provide EU's customers with a sustained, high level of service.~~

Solid Waste Management (not in order of priority)'s; Goal: Ensure timely, cost-effective, and continuous performance improvements in all facets of the City's solid waste operation, including sustainable energy production. Maximize the efficient use of resources to minimize costs and increase customer service. Maintain awareness of operational technology development to continuously optimize the city's solid waste operation that can assist enhanced service delivery.

~~We take the following approaches to accomplish this:-:~~

1. Advocate recycling market development by the state and federal government for recyclables, green waste, food waste, biosolids and other organics. Oppose mandated material-disposal bans or restrictions in circumstances where there is an insufficient capacity or available technology within the private recycling market to handle these materials in a more beneficial way besides landfilling.
2. Support efforts to reuse waste in a beneficial way if cost-effective relative to benefits.
- ~~1.3.~~ Support efforts to enact a comprehensive statewide Extended Producer Responsibility (EPR) law that allocates end-of-life disposal costs with the producer of the product consistent with Council direction as outlined in Council Resolution 10-278.
- ~~2.4.~~ Support product-by-product EPR laws as a second alternative to a statewide comprehensive EPR law consistent with Council direction as outlined in Council Resolution 10-278.
- ~~3.5.~~ Oppose-Oppose efforts to increase recycling diversion rates if determined not to be cost-effective relative to the benefits that could be achieved.
- ~~— AdvocateSupport recycling market development by the state and federal government for recyclables, green waste, food waste, biosolidssewage sludge and other organics. Oppose mandated material-disposal bans or restrictions in circumstances where there is an insufficient capacity or available technology within the private recycling market to handle these materials in a more beneficial way besides landfilling.~~

- ~~4.6. Support continued availability of all biosolids management options.~~
- ~~5.7. Support efforts to streamline the permitting, construction, and funding of facilities that allow the City to transform usable waste into energy/beneficial byproducts; and efforts to provide state and federal funding for any potential City waste-to-energy projects.~~
- ~~6.1. Support efforts to reuse waste in a beneficial way if cost-effective relative to benefits.~~
- ~~7.8. Support efforts that protect solid waste worker safety.~~
- ~~8.9. Oppose efforts to increase statewide tipping fees where there is no clear benefit to Environmental Utilities ratepayers.~~

Water Supply and Delivery; ~~Goal: To protect~~ Ensure a safe and reliable local water reliability ~~supply, allocate costs appropriately statewide for water infrastructure improvements, and protect ratepayers from state and federal mandates that have no clear direct local benefit, relative to cost. To monitor and act on legislation that would be detrimental to running a financially sustainable water utility, affect quality of service provided, or diminish/degrade local control. Proactively develop and advocate for policy proposals that facilitate help Roseville's priority to increase its water supply reliability.~~

~~We take the following approaches to accomplish this:~~

1. Safeguard Roseville's water supply contracts from outside interests.
2. Support and advocate for efforts to develop, diversify, and fund the city and region's water supply portfolio and achieve a regional water supply that is reliable for generations to come.
3. Advocate the finalization and execution of long-term Central Valley Projects (CVP) water service contracts that to ensure a secure, long-term and reliable CVP water source from Folsom Reservoir.
4. Support efforts that allocate the costs for Delta and statewide water infrastructure improvements to the parties that either impact the Delta and/or stand to benefit from those improvements, known as the "Beneficiary Pays Principle".
5. Support Delta and statewide solutions that are based upon utilize sound science.
6. Oppose efforts that impose arbitrary flow requirements on the American River that are in ~~not~~ consistent and incompatible with responsible water-supply management and undermine the locally developed flow-management principles under the Water Forum Agreement.
7. Support ~~Advocate~~ efforts to implement a locally developed Modified Flow Management Standard on the lower American River that supports the Water Forum effort and provides for a appropriate ~~prudent~~ carryover storage at Folsom Reservoir.
8. Support ~~Encourage~~ proactive and participatory approaches to developing Delta and statewide solutions.
9. Support efforts that help local governments maintain water-efficiency programs that meet state objectives, are cost-effective, and make sense for the local conditions.
- 9.10. Identify funding opportunities to support the assessment, protection and increased resilience of Roseville's drinking water and wastewater utilities from climate related events.
- 10.11. Support state and federal efforts to increase water-efficiency ratings for common consumer products that use water, including tax credits similar to those provided to energy technology.

~~11. Advocate for environmental mandates that streamline compliance. Engage in discussions regarding water regulatory requirements that would add cost to the operation without a corresponding perceived benefit.~~

~~12.~~

~~12.~~ Protect primacy of Roseville's (and the region's) ability to ~~locally~~ manage its groundwater resources.

~~13.~~

~~13.~~ Protect the City's land-use authority and its right to make land-use decisions with respect to water supply.

~~14.~~

~~14.~~ ~~154.~~ Oppose efforts to impose a state water tax ~~Water Public Goods Charge or fees or federal fees~~ where revenue is collected from local ratepayers or agencies and monies collected and are allocated for statewide projects that have no direct benefit to Roseville's ratepayers.

~~15.~~

~~15.~~

~~16.~~ ~~16.~~ Oppose efforts by the State of California to impose unrealistic water efficiency targets as "the new normal" for urban water use.

~~16.~~

~~17.~~ ~~17.~~

~~176.~~ ~~Advocate~~ Oppose for long-term -water efficiency targets that ~~do not~~ consider climate, land-use, and other region-specific attributes, ~~fail to~~ provide a reasonable standard for our customer base (both residential and commercial) to achieve, and ~~fail oppose~~ proposed standards that do not to recognize previous water-supply reliability and conservation water efficiency investments by the region and local community.

~~187.~~ Support water efficiency policy that ~~does no harm to~~ enhances key City investments such as undeveloped and developed park lands, the City's wastewater treatment and conveyance systems and the City's urban forest and oppose policy that would diminish or impair investments.

~~198.~~ Oppose efforts to standardize water-supply contingency actions

~~2019.~~ Support efforts that allow local agencies to develop and implement practical and locally controlled water-use efficiency programs and solutions.

Water Quality's; Goal: ~~To protect and improve the environmental integrity of local waterways in a cost-effective manner.~~

~~We take the following approaches to accomplish this:~~

~~1.~~ Oppose efforts to impose additional state-mandated stormwater program requirements without commensurate funding for those programs.

~~1-2.~~ Identify funding opportunities to support stormwater infrastructure (including green infrastructure) investments that protect Roseville's public health and safety, water quality, and economic development.

~~2-3.~~ ~~Support Advocate~~ policy to reduce efforts to evaluate cost of compliance for and ways to reduce costs to dischargers.

~~3-4.~~ Support legislative efforts to reduce potential of third-party lawsuits pertaining to water quality issues.

- 4.5. Support legislation that revises the state Constitution to allow for stormwater programs to establish a funding mechanism that is similar to that of the utilities under the Proposition 218 reforms.
- 5.6. Support efforts to require pesticide manufacturers to produce products that are less harmful to the environment.
- 6.7. Support efforts to implement statewide Extended Producer Responsibility (EPR) principles so that manufacturers design their products in a way that has less of an environmental impact upon local waterways (example: car brake pads).
- 7.8. Oppose efforts to increase whole effluent toxicity testing for recycled water, stormwater and wastewater when it is not cost-effective, has no clear benefit and/or is not based on sound science.
- 8.9. ~~Ensure~~ Oppose efforts to add contaminants of emerging concern identified for testing or for regulation ~~and testing~~ for recycled water, stormwater, and wastewater ~~when it is not~~ cost-effective, have a demonstrated ~~has no clear~~ health benefit and/or ~~is s not~~ based on peer reviewed, sound science.
- 9.10. Actively track, comment, and advocate for proposed changes in NPDES Permits and Waste Discharge Requirements (WDRs) from the State Water Board and Regional Water Boards.
- 10.11. Participate in the Basin Plan Amendments to address proposed changes in the requirements.
- 11.12. Monitor and advocate for laboratory standards that are reasonable, cost-effective, and achieve a higher level of performance for the City's water quality lab which supports the core mission of protecting human health and safety.
- 12.13. Support legislative and regulatory efforts that ~~deliver~~allow for the increased development and use of recycled water supply; and creates a policy environment that supports the development of other emerging advanced treatment technologies.

~~**Resiliency, Greenhouse Gas (GHG) and Sustainability's**; Goal: To protect the environment within our community, balancing benefits with cost to our utility ratepayers.~~

~~We take the following approaches to accomplish this:~~

1. ~~Support efforts that reduce greenhouse gas emissions for the City's utilities where the benefits of the GHG reduction measures are balanced with cost.~~
2. ~~Support efforts that allow local governments to develop practical, local solutions to reduce and manage locally generated GHG emissions.~~
~~— Oppose statewide or federal greenhouse gas emission estimating, monitoring, and reporting mandates affecting City utilities unless there is a clear need that provides demonstrated benefits to the environment.~~
3. ~~Advocate for policy that provides assistance to address utility resiliency needs, including planning, deployment of technologies, facility relocation and other projects.~~

~~**Regulations and Permit's**; Goal: To protect our ratepayers from redundant and costly state and federal regulations and permits.~~

~~We take the following approaches to accomplish this:~~

1. ~~Support legislative reform efforts that require a cost/benefit analysis for new regulations.~~
~~— Support legislative reform efforts that require a cost/benefit analysis be completed as part of any permit writing process.~~

2. ~~Support modernization of permitting process, including extended permit terms up to ten years to address lifecycle of technologies and construction schedules.~~

Critical Concerns for the Upcoming Legislative/Congressional Session

- ~~Cal Water Fix (formerly known as the Bay Delta Conservation Plan) – Cal Water Fix would significantly affect the City's water supply and could interfere with future residential and commercial development, undermining the City's ability to move forward with future land use decisions.~~
- ~~Water Public Goods Charge~~**Tax or Fees** – The City has increased concerns regarding the ~~Governor's and the~~ state legislature's interest to impose a ~~Water Public Goods Charge (SB 20)~~**fee on drinking water** that would ~~be collected~~ **revenue** from local ratepayers and allocate the money for statewide projects ~~and programs~~ that have no direct benefit to Roseville's ratepayers.
- ~~Possible Extension of the State's Emergency Drought Regulations~~**Implementation of Water Loss and Water Conservation Legislation** – ~~Over the past few years, new laws were passed to set water loss and conservation targets for local water purveyors. State regulatory agencies are in the process of developing these targets. The City is concerned that the It is incumbent upon the City to assure these bodies adhere to the intent of the legislation while developing the regulatory framework and state will extend conservation targets that do not~~ consider climate, land-use, and other region-specific attributes; ~~that fail to and~~ recognize previous water-supply reliability and conservation investments by the region and local community; ~~and that do not account for potential relief from positive weather outcomes.~~
- **Cost-Effective Utilities** - The ability to provide reliable and cost-effective utilities to the residents and businesses of Roseville continues to be a central concern for the City as new state and federal mandates are proposed that would increase the utilities operational costs.
- **Federal and State Funding for Infrastructure and Transportation Projects** – Maintaining or increasing funding for these types of projects and improvements is critical for the City's ability to upgrade and maintain roadways and meet future infrastructure and transportation demands.
- **Cybersecurity** – Future state and federal laws regarding cybersecurity will continue to affect the City and the community. Implementing new cybersecurity requirements will add significant expense to the operation of the City's information technology systems.
- **Changes to Tax-Exempt Status of Municipal Bonds** - Any proposals that would cap or eliminate the tax exemption on municipal bonds would significantly reduce

the City's ability to finance major projects. This would negatively and severely impact the City's budget, increase rates for utility customers, and have a damaging effect on the community at large.

- **Modifications to Government-Operated Mortgage Programs** – The City will remain active in understanding the changes being considered at the federal level to modify government-operated mortgage programs, tax deductions, and to write new banking regulations regarding mortgage-related lending programs. These all have the potential to impact the fragile housing recovery throughout the region and the state.
- **Challenges with State and Federal Permitting Processes** – The City has concerns with various permitting processes at both the state and federal level that hamper the ability of development projects to gain approval within a reasonable amount of time. Of current critical concern is time required to complete federal Endangered Species Act Section 7 consultations with the National Marine Fisheries Service (NMFS). By statute, these consultations are to be completed within 135 days. ~~However~~However, the City is currently experiencing processing times exceeding well over a year.
- **Changing Economy** – The City is interested in discussions regarding local tax systems, tax-revenue leakage from internet sales, the fundamental shift from purchasing taxable commodities to purchasing non-taxable services, and how these affect the City's ability to fund basic services.
- **Sales Tax** – The City is concerned with the uncertainty over potential changes to the sales tax allocation structure that would result in a loss of revenue to the City. The City will actively monitor the ever-changing discussions and will remain engaged to ensure the City's best interests are represented regarding any future changes to the sales tax structure.
- **Housing and Homelessness** – The City will remain active in addressing the needs of the City's homeless population with a primary focus on preventing and -reducing the population of chronically homeless individuals by providing solutions that address the fundamental causes of homelessness and by supporting solutions that provide permanent housing options and required supportive services.
- **Municipal-Based District Elections** – The City has concerns regarding the possibility of legislation that would require all cities to change to a district-based election system and would remove the ability to determine the election system that works best for a specific city from the local community and their elected officials.
- **CalPERS Investment Policy** – The City has concerns with actions taken or proposed by the CalPERS Board and the State Legislature to divest from certain companies or industries to be “socially responsible”. These policy decisions come at the price of reduced market rates of return on pension plan investments. The pension funding requirement not covered by investment returns will be borne by the state and local governments, and ultimately California taxpayers.
- **Federal and State Funding for Parks and Library Projects** – The City is interested in efforts to maintain or increase funding for these types of projects

and improvements. The funding is critical for the City's ability to upgrade and ensure access to the City's parks, recreation, and library facilities.

- **Substance and Opioid Abuse Funding** – The City is concerned ~~with that the~~ lack of funding levels for substance and opioid abuse programs and services will prevent those who are addicted or abusing substances from overcoming their addiction. The addiction/abuse cycle has negative implications for our community and use of public safety resources.



COUNCIL COMMUNICATION

CC #: 9780

File #: 0203-21 & 0900-04-02

Title: Hillcrest and Crestmont Drainage Improvement Project - Reject all Bids

Contact: Noah Siviglia 916-746-1379 nsiviglia@roseville.ca.us

Meeting Date: 2/20/2019

Item #: 6.1.

RECOMMENDATION TO COUNCIL

Staff recommends the City Council adopt a resolution to reject all bids for the Hillcrest & Crestmont Drainage Improvement Project.

BACKGROUND

At its May 10, 2017 meeting, the City Council approved plans and specifications and authorized staff to call for bids for the Hillcrest & Crestmont Drainage Improvement project. The project will upsize the storm drain pipelines throughout the Hillcrest neighborhood as well as construct upgrades to the storm drain inlets, install curb ramps, and replace damaged sections of curb and gutter.

Within the Crestmont neighborhood, the planned improvements will install a diversion storm drain pipeline on Piedmont Way from Sheridan Ave to S. Cirby Way. This diversion will significantly reduce the flow down-system of Piedmont Way, allowing for increased capacity at impacted curb inlets.

The project has been advertised two times since council authorization. The first advertisement did not yield any bids and the subsequent advertisement (March 6, 2018 bid opening) yielded bids substantially higher than the funds available for the project. The engineer's estimate and bids from the 2nd advertisement are as follows:

	Bid Results
Engineer's Estimate	\$3,100,000.00
Preston Pipelines	\$5,990,000.00
R.J. Gordon Construction, Inc.	\$8,369,327.00

In response, staff performed a 3rd party constructability review of the project and it was concluded that the bids received for the work were reasonable in the current construction climate. As a result of the review's findings, staff determined that the project, as designed, could not be constructed.

Since the bid opening, staff has examined multiple options to reduce the cost of the project, while maintaining critical drainage components. Staff and the design engineer have modified the design so that portions of the existing storm drain system will remain operating in parallel with proposed

new storm drain system. This allows the new storm drain pipes to be smaller and less expensive to purchase and install. Additionally, the plans will separate out smaller, less critical portions of the improvements so that they can be included as alternate bid items which will allow for their construction to occur based on the available budget.

An amendment to the Professional Design Services Agreement with Wood Rodgers, Inc. for these design modifications is on tonight's (February 20, 2019) council agenda.

Staff anticipates returning to Council for approval of the revised plans, specifications, and authorization to re-advertise the project in March 2019. Construction is anticipated to begin in June 2019, with completion by November 2019.

PUBLIC COMMUNICATION: This past fall, an informational flier was mailed to the residents within the project area which explained the project's scope and status. The residents were also invited to a public meeting to discuss the project status and to understand the challenges encountered with awarding the project as designed. Staff discussed available budget and modifications required to allow the project to be constructed. Approximately 10 residents attended the meeting to discuss the project, all showing support and appreciation for the project. The meeting was also attended by a few residents wanting to discuss the condition of the pavement within the neighborhood. These questions were also able to be addressed by staff from the Street Maintenance Division in attendance at the meeting.

Prior to construction, staff will mail an informational flier to all residents within the project area informing them of the project, detailing what to expect, and providing the anticipated construction schedule. The flier will contain an invitation to a neighborhood meeting to discuss project specifics and give residents an opportunity to share any concerns. Additionally, staff will be working with the Public Works Marketing & Communications Analyst to disseminate the latest project information through the City's website and communication channels including, but not limited to, e-mail/text message notifications, social media, and earned news coverage.

FISCAL IMPACT

The recommended action will not commit the City to any funding obligations at this time.

ECONOMIC DEVELOPMENT / JOBS CREATED

The recommended action will not result in any jobs created.

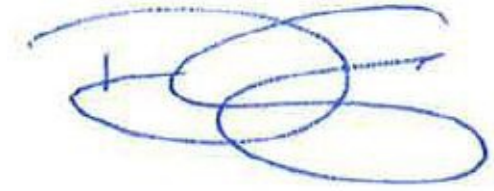
ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment (CEQA Guidelines §15061(b)(3)). The rejection of bids does not include the potential for a significant environmental effect, and therefore is not subject to CEQA.

Respectfully Submitted,

Noah Siviglia, Associate Engineer

Jason Shykowski, Acting Public Works Director



Dominick Casey, City Manager

ATTACHMENTS:

Description

Resolution No. 19-46

Project Location Map

RESOLUTION NO. 19-46

REJECTING ALL BIDS FOR
HILLCREST & CRESTMONT DRAINAGE IMPROVEMENT PROJECT

WHEREAS, the City of Roseville requested bids for the Hillcrest & Crestmont Drainage Improvement project; and

WHEREAS, after no bids were received for the first request and bids received for the second request were well above the engineer's estimate, staff performed a constructability review of the project; and

WHEREAS, as a result of the review's findings, staff determined that the project, as designed, could not be constructed; and

WHEREAS, staff anticipates returning to Council for approval with revised plans, specifications and authorization to re-advertise the project and therefore recommends rejecting all bids; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that all bids received for the Hillcrest & Crestmont Drainage Improvement project are hereby rejected per staff recommendation.

PASSED AND ADOPTED by the Council of the City of Roseville this ____ day of _____, 20__, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

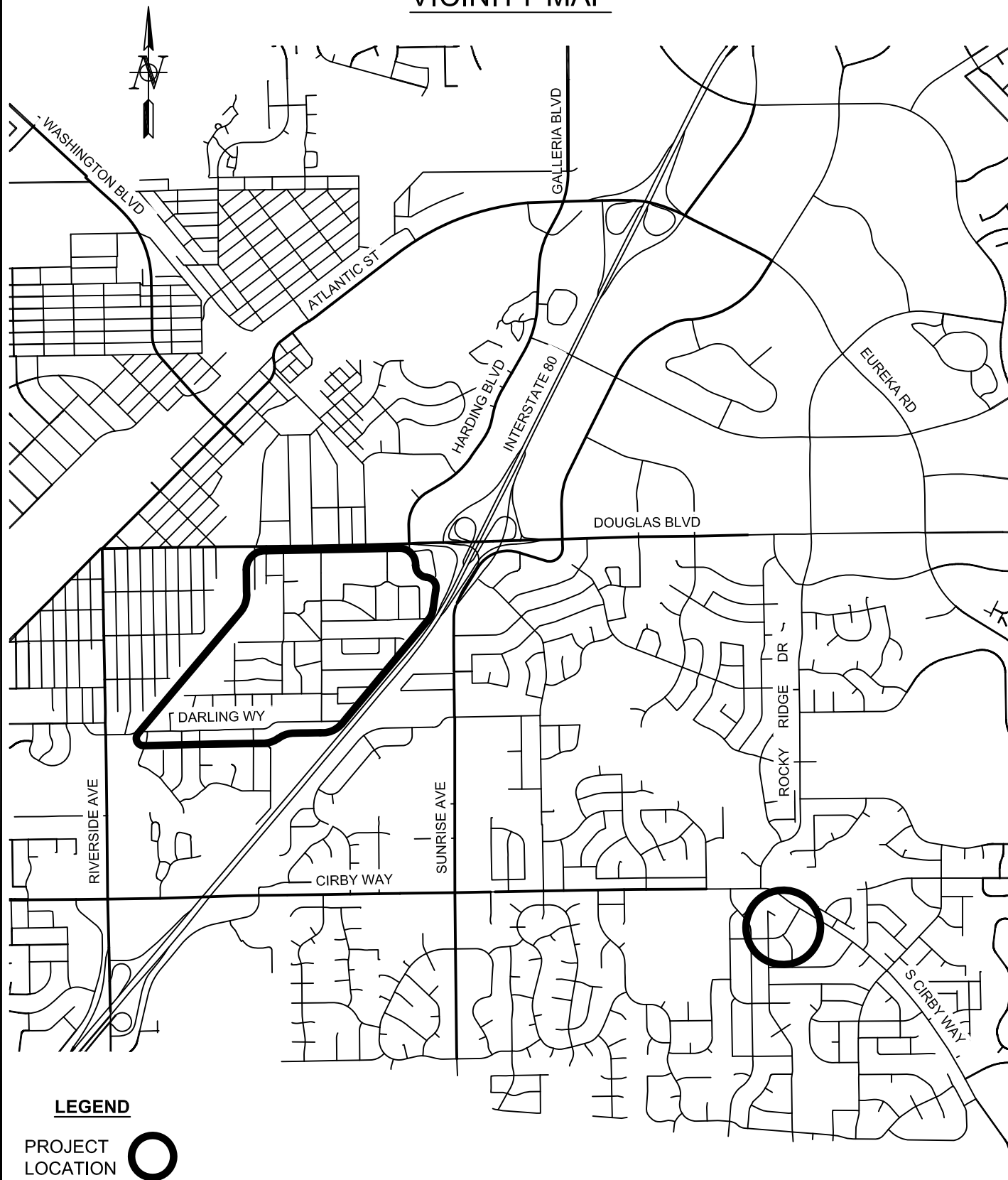
MAYOR

ATTEST:

City Clerk

"EXHIBIT A"

HILLCREST AND CRESTMONT DRAINAGE IMPROVEMENT PROJECT VICINITY MAP





COUNCIL COMMUNICATION

CC #: 9771
File #: 0721-05

Title: 2019 Bike Trail Resurfacing Project - Approval of Plans and Specifications and Authorization to Call for Bids
Contact: Cathy Gosalvez 916-746-1300 cgosalvez@roseville.ca.us

Meeting Date: 2/20/2019
Item #: 6.2.

RECOMMENDATION TO COUNCIL

Staff recommends the City Council approve the plans and specifications for the 2019 Bike Trail Resurfacing Project and authorize staff to call for bids.

BACKGROUND

The City has a proactive bike trail maintenance program designed to seal, protect, and preserve existing pavement by constructing affordable asphalt resurfacing at 7 to 10 year intervals. This keeps City bike trails in good condition and avoids pavement failure that would require more costly rehabilitation or reconstruction. The scope of the 2019 Bike Trail Resurfacing Project consists of resurfacing approximately 406,000 square feet of bike trails in various locations throughout the City as shown in Exhibit A. To date, staff has been tracking which bike trail segments have been resurfaced in prior years so that various segments are proactively resurfaced when needed. Staff plans to ultimately have all of the City's bike trail maintenance data input into the software database we currently use to schedule our arterial and residential roadway resurfacing projects.

Construction of the 2019 Bike Trail Resurfacing Project is anticipated to begin in early June 2019 and be completed by the end of August 2019.

Plans and specifications for the project have been completed and are available at the City Clerk's Office for review.

FISCAL IMPACT

The Engineer's estimate for construction is approximately \$336,000. This project is fully funded with Local Transportation Funds. No General Fund resources will be used.

ECONOMIC DEVELOPMENT / JOBS CREATED

Federal guidelines suggest that there is one job created for every \$92,000.00 in direct government spending. Based on that figure, this project will create approximately 3.6 jobs.

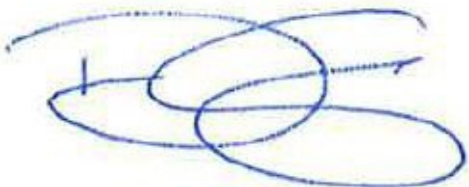
ENVIRONMENTAL REVIEW

The proposed project involves the maintenance of an existing facility. This activity is categorically exempt from CEQA as a Class 1 Exemption (State CEQA Guidelines Section 15301). The Exemption has been prepared and no further CEQA action is required.

Respectfully Submitted,

Cathy Gosalvez, Assistant Engineer

Jason Shykowski, Acting Public Works Director



Dominick Casey, City Manager

ATTACHMENTS:

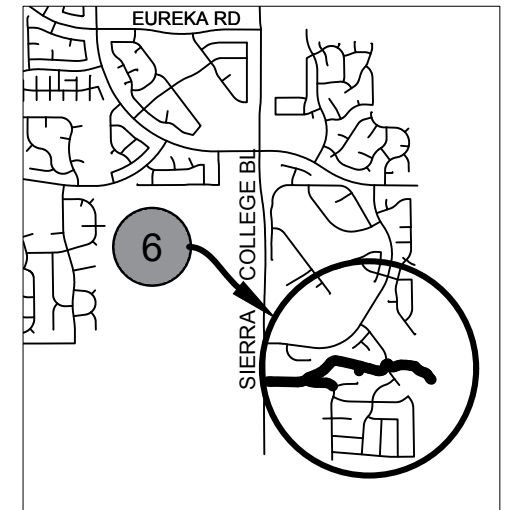
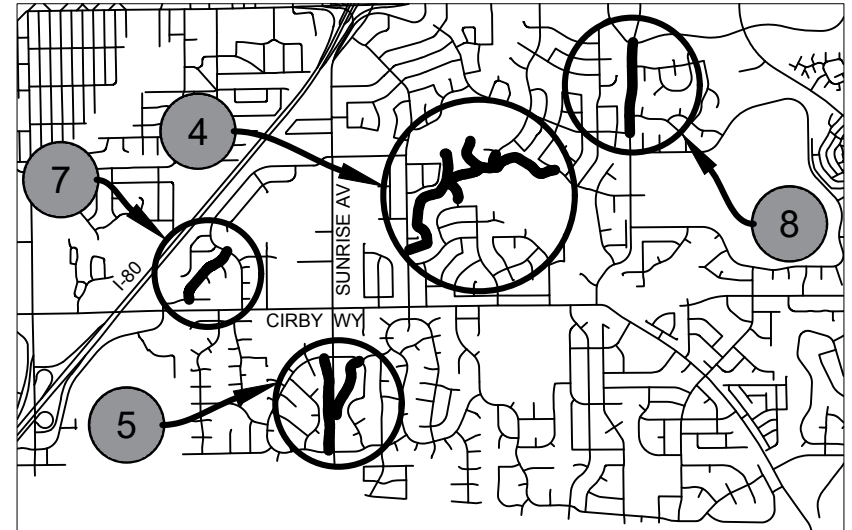
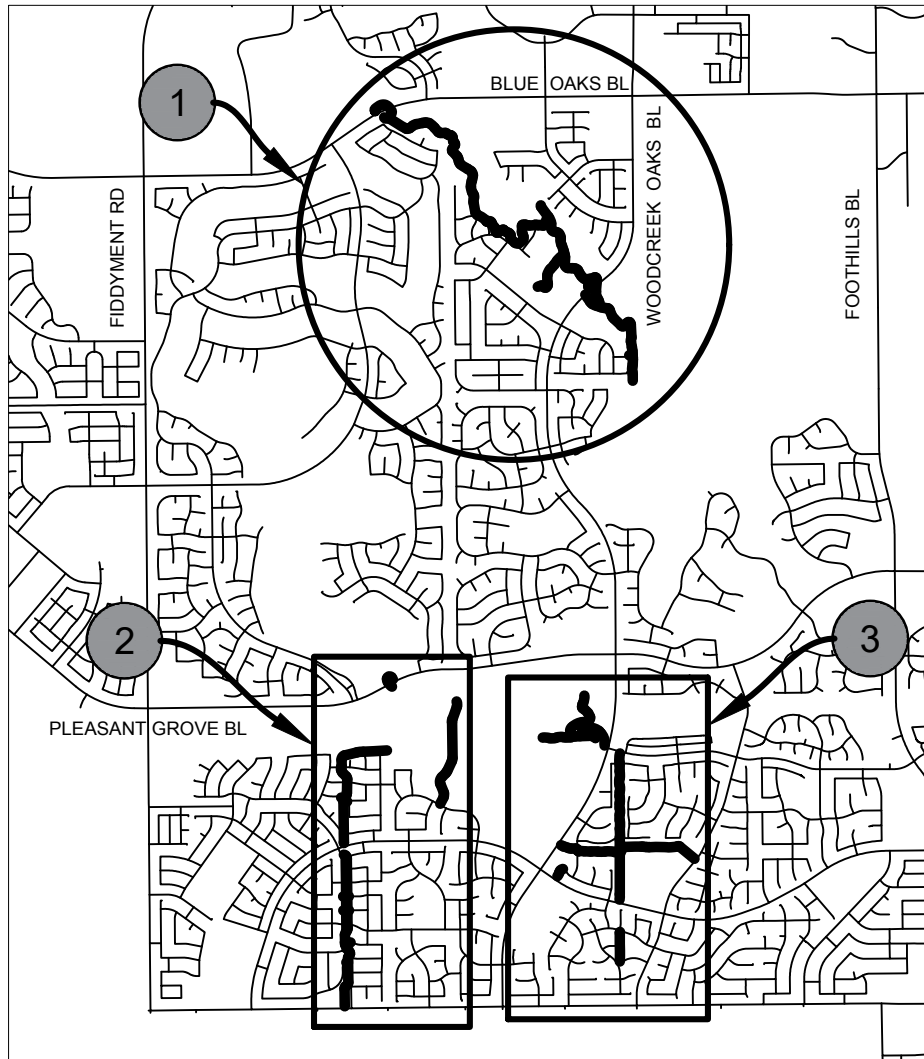
Description

Exhibit A Location Map

Project Manual

EXHIBIT A

2019 BIKE TRAIL RESURFACING PROJECT

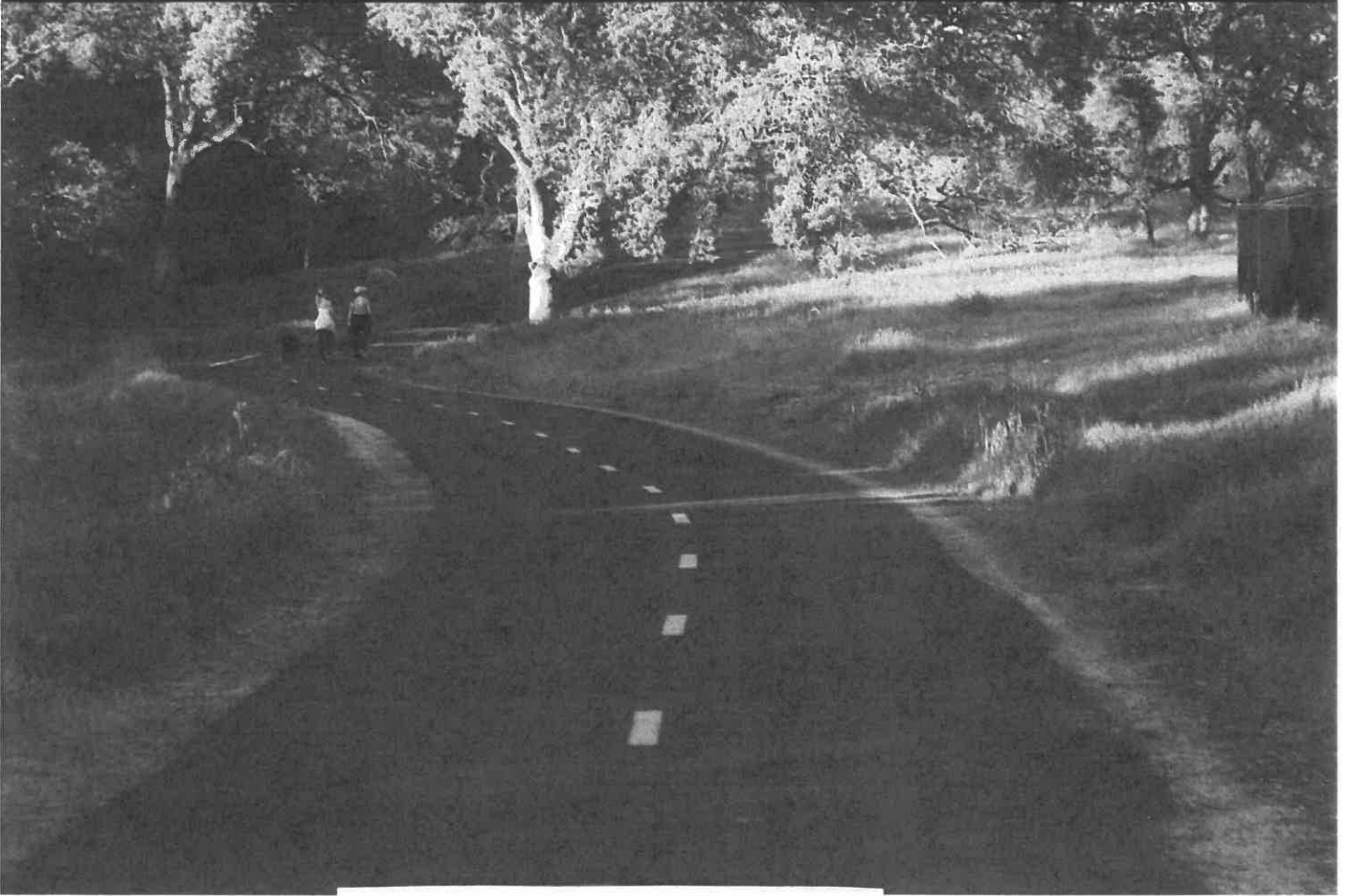


LEGEND

1	PLEASANT GROVE CREEK SOUTH BIKE TRAIL	5	SUNRISE KENSINGTON BIKE TRAIL
2	PARK REGENCY/JUNCTION WEST BIKE TRAIL	6	EASTRIDGE/JOHNSON RANCH BIKE TRAIL
3	KERRY DOWNS/CALIFORNIA LEGENDS/ WOODCREEK OAKS/SUN CITY BIKE TRAIL	7	MARLIN DR PATH
4	MEADOW OAKS/SIERRA GARDENS BIKE TRAIL	8	ROCKY RIDGE DR PATH

2019 Bike Trail Resurfacing Project

Public Works - Engineering



**FOR REVIEW,
A COMPLETE COPY
IS ON FILE IN THE
CITY CLERK DEPARTMENT**

311 Vernon Street • Roseville, CA 95678 - 2649
www.roseville.ca.us/engineering





COUNCIL COMMUNICATION

CC #: 9782
File #: 0704-01

Title: Kaseberg Park Gazebo Roofing Project – Approval of Plans and Specifications and Authorization to Call for Bids
Contact: Joel De Jong 916-774-5924 jdejong@roseville.ca.us

Meeting Date: 2/20/2019
Item #: 6.3.

RECOMMENDATION TO COUNCIL

Recommend Council approve the plans and specifications for the Kaseberg Park Gazebo Roofing Project and authorize staff to call for bids.

BACKGROUND

Kaseberg Park is located on Rand Way in the Northwest Roseville Specific Plan area and features a reservable group picnic area with capacity for 112 people covered by an open lattice-roofed gazebo. The lattice roofing is in disrepair and requires replacement. The new roofing will be upgraded to include a composition shingle roof with solid underlayment and associated structural upgrades to support the new roof. New gutters and downspouts will be added to collect and direct rainwater run-off, and the entire structure will be repainted to preserve the wooden components from the elements and add aesthetic value.

Bids are scheduled to be opened on March 11, 2019. Staff plans to return to Council at a later date to seek approval to award the project.

FISCAL IMPACT

The architect's estimate for construction is \$65,800.00.

Funding for the project was allocated in FY2017-18 using funds from the Parks, Recreation & Library Capital Fund (315).

ECONOMIC DEVELOPMENT / JOBS CREATED

Based on Federal guidelines, there is one job created for every \$92,000 in direct government spending. Based on that guideline, this project will create no new jobs.

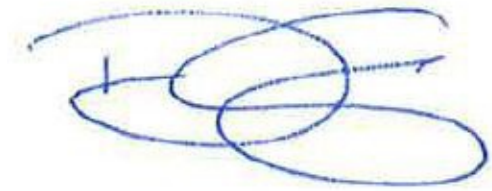
ENVIRONMENTAL REVIEW

The proposed project involves the maintenance of an existing facility. This activity is categorically exempt from CEQA as a Class 1 Exemption (State CEQA Guidelines Section 15301). The Exemption has been prepared and no further CEQA action is required.

Respectfully Submitted,

Joel De Jong, Park Development Analyst

Dion Louthan, Director, Parks, Recreation, and Libraries



Dominick Casey, City Manager

ATTACHMENTS:

Description

Kaseberg Gazebo Project Plans

Kaseberg Gazebo Project Manual Cover

2016 CALIFORNIA GREEN BUILDING CODE

NON-RESIDENTIAL MANDATORY MEASURES

Method of Compliance Verification (MCV) shown below measures

SECTION 5.401 MATERIAL CONSERVATION/RESOURCE EFFICIENCY

5.401.1 Scope. The provisions of this chapter shall outline means of achieving material conservation and resource efficiency through protection of buildings from exterior moisture, construction waste diversion, employment of techniques to reduce pollution through recycling of materials, and building commissioning or testing and adjusting. MCV: Where applicable the requirements of this section shall be documented on the plans; completion of necessary compliance forms and results of required special inspections shall be provided to the Building Inspection Division prior to issuance of Certificate of Occupancy.

SECTION 5.501 ENVIRONMENTAL QUALITY

5.501.1 Scope. The provisions of this chapter shall outline means of reducing the quantity of air contaminants that are odorous, irritating, and/or harmful to the comfort and well-being of a building's installers, occupants and neighbors. MCV: General Contractor shall retain material data sheets for products provided under this section for on-site verification.

5.504.4.1 Adhesives, sealants and caulks. Adhesives, sealants, and caulks used on the project shall meet the requirements of the following standards:

1. Adhesives, adhesive bonding primers adhesive primers, sealants, sealant primers and caulks shall comply with local or regional air pollution control or air quality management district rules where applicable, or SCQMD Rule 1168 VOC limits, as shown in Tables 5.504.4.1 and 5.504.4.2. Such products also shall comply with the Rule 11 68 prohibition on the use of certain toxic compounds (chloroform, ethylene dichloride, methylene chloride, perchloroethylene and trichloroethylene), except for aerosol products as specified in subsection 2, below.

2. Aerosol adhesives, and smaller unit sizes of adhesives, and sealant or caulking compounds (in units of product, less packaging, which do not weigh more than one pound and do not consist of more than 16 fluid ounces) shall comply with statewide VOC standards and other requirements, including prohibitions on use of certain toxic compounds, of California Code of Regulations, Title 17, commencing with Section 94507.

5.504.4.3 Paints and coatings. Architectural paints and coatings shall comply with VOC limits in Table 1 of the ARB Architectural Coatings Suggested Control Measure, as shown in Table 5.504.4.3, unless more stringent local limits apply. The VOC content limit for coatings that do not meet the definitions for the specialty coatings categories listed in Table 5.504.4.3 shall be determined by classifying the coating as a Flat, Nonflat or Nonflat-High Gloss coating, based on its gloss, as defined in Subsections 4.21, 4.36 and 4.37 of the 2007 California Air Resources Board, Suggested Control Measure, and the corresponding Flat, Nonflat or Nonflat-High Gloss VOC limit in Table 5.504.4.3 shall apply.

5.504.4.3.1 Aerosol paints and coatings. Aerosol paints and coatings shall meet the PWMIR Limits for ROC in Section 94522(a)(3) and other requirements, including prohibitions on use of certain toxic compounds and ozone depleting substances, in Sections 94522(c)(2) and (d)(2) of California Code of Regulations, Title 17, commencing with Section 94520; and in areas under tile jurisdiction of the Bay Area Air Quality Management District additionally comply with the percent VOC by weight of product limits of Regulation 8 Rule 49.

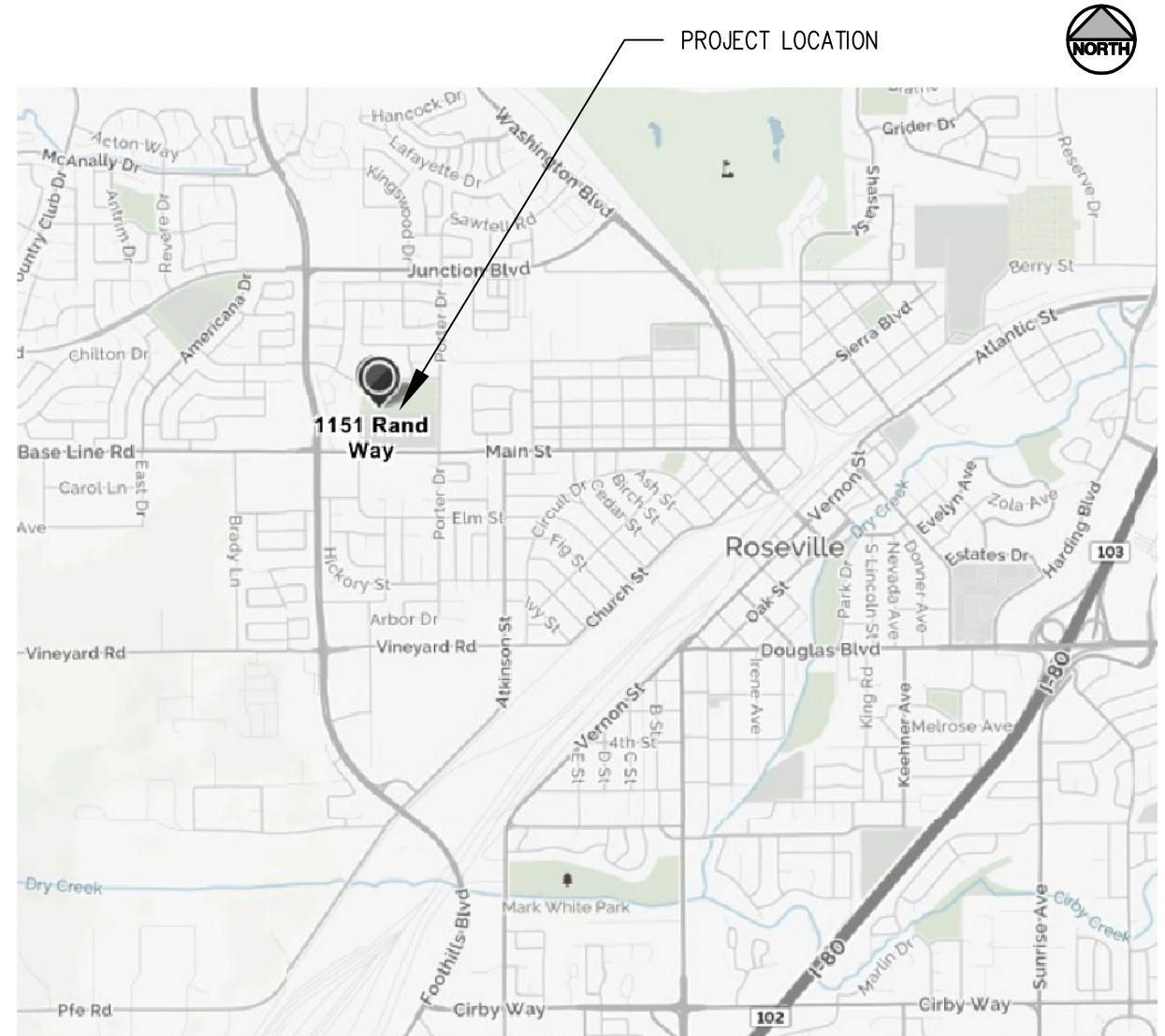
5.504.4.5 Composite wood products. Hardwood plywood, particleboard and medium density fiberboard composite wood products used on the interior or exterior of the building shall meet the requirements for formaldehyde as specified in the ARB's Air Toxics Control Measure for Composite Wood (17 CCR 93120 et seq.) Those materials not exempted under ATCM must meet the specified emission limits, as show in table 5.540.4.5.

7022 Special Inspection [HCD] When required by the enforcing agency, the owner or the responsible entity acting as the owner's agent shall employ one or more special inspectors to provide inspection or other duties necessary to substantiate compliance with this code. Special inspectors shall demonstrate competence to the satisfaction of the enforcing agency for the particular type of inspection or task to be performed and shall be independent entities with no financial interest in the materials or the project that they are inspecting for compliance with this code.

WASTE MANAGEMENT

Submit a Waste Management Plan by email to SCST@Roseville.ca.us or by fax to 916-774-5798. And that if you have questions or need assistance completing a Waste Management Plan, that you will call 916-774-5780.

VICINITY MAP



ABBREVIATIONS

ABV. @ A/C ACOUS. A.D.A. ADJ. AOG. AL. BD. BETW. BLDG. BLK. BLCK. BM. BOT. CA CAB. C.B. C.B.C. C.E.C. C.E.C. C.F.C. C.M.C. C.P.C.	ASOVE AND AIR CONDITIONING ACOUSTICAL AMERICANS WITH DISABILITIES ACT ADJUSTABLE AGGREGATE ALUMINUM BOARD BETWEEN BUILDING BLOCK BLOCKING BEAM BOTTOM CALIFORNIA CABINET CEILING BREAK CA BUILDING CODE CA ELECTRICAL CODE CA ENERGY CODE CA FIRE CODE CA MECHANICAL CODE CA PLUMBING CODE	C.E.M. C.F.R. C.L. C.L.C. CONC. C.M.J. CONN. CONT. C.J. DEMOLITION DET. D.I.M. D.I. Ø D.B.L. D.F. DN. DR. DRAIN D.V. DW (E) or EXIST. EAST EA. E.D.F. E.J. ELEV. EQ. EXH. EXT.	CEMENT CENTERLINE CEILING CLEAR CONCRETE CONC. MASONRY UNIT CONNECTION CONTINUOUS CONTROL JOINT DEMOLITION DETAIL DIAMETER DRAIN INLET DIAMETER OR ROUND DOUBLE DOUGLAS FIR DOWN DOOR DOWNSPOUT DRYER VENT DISHWASHER EXISTING EAST EACH ELECTRIC DRINKING FOUNTAIN EXPANSION JOINT ELEVATION HORIZONTAL EXHAUST EXTERIOR	F.H.W.S. F.E. F.B. GL. FIN. F.F. FL. F.M.B. FLASH. F.LOR. F.O.B. FT. FURR. F.R.P. GA. GALV. G.B. GD GL. GL. GLU-LAM G.L.B. GYPSUM H.B. HANDCAPPED HEADER H.D.R. H.D.W.D. HT. HORIZ. HR. H.W. H.R.	FLAT HEAD WOOD SCREW PIPE EXTINGUISHER FIBERGLASS FINISH FINISH FLOOR FLOOR FLOOR MATL BREAK FLASHING FLUORESCENT FACE OF BLOCK FOOT OR FEET FOOTING FURRING FIBERGLASS REINFORCED PLASTIC GANGE GALVANIZED GRAB BAR GARBAGE DISPOSAL GALVANIZED IRON GLASS GLUE LAMINATED GLU-LAM BEAM GYPSUM H.O.S.E HANDCAPPED HEADER HARDWOOD HEIGHT HORIZONTAL HOUR HOT WATER HAND RAIL	INT. IN. INSUL. JAN. JST. IB, # LAM-PLAS. LAV. MATL. MAX. MECH. MET. MANUFACTURER MIN. MISC. MOIST. M.S. MW. M.T. (N) NORTH N/A N.F.V.A. NFC N.D. NOM. N.T.S.	INTERIOR INCHES INSULATION JANITOR JOIST P.O.U.N.D LAMINATED PLASTIC LAVATORY MATERIAL MAXIMUM MECHANICAL METAL MANUFACTURER MINIMUM MISCELLANEOUS MOISTURE MICROWAVE OVEN METAL THRESHOLD NEW NOT APPLICABLE NET FREE VENT AREA NOT IN CONTRACT NUMBER NOMINAL NOT TO SCALE	O.C. O.D. OPP. OV. OV. P.L. P.L.V. PLAS. P.M.F. P.W.D. PR. P.T. R.W.L. R/A RAD US REINFORCED REQ. RES. RM. R.O. R.W.D. REF. R/S	ON CENTER OUTSIDE DIAMETER OPPOSITE OVER OVEN PLYWOOD PLASTER PRESSED METAL FRAME PLYWOOD FAIR PRESSURE TREATED RETURN AIR RAD US REINFORCED REQUIRED RESISTANT ROOM ROUGH OPENING REDWOOD REFRIGERATOR RUFF-SAWN S.P. S.Q. STD. SUPPLY AIR SUSP. TEL. T&G THK TPD TS TYP.	SLOPE STRUCTURAL PLYWOOD SQUARE STANDARD SUPPLY AIR SUSPENDED TELEPHONE TONGUE AND GROOVE THICK TOILET PAPER DISPENSER TUBE STEEL TYPICAL (AT ALL SIMILAR CONDITIONS) U.B.C. U.N.O. VAL. VERT. WAINSOT W W.D. W/O W.H. W.P. W.W.F. YD.	SLOPE SQUARE STANDARD SUPPLY AIR SUSPENDED TELEPHONE TONGUE AND GROOVE THICK TOILET PAPER DISPENSER TUBE STEEL TYPICAL (AT ALL SIMILAR CONDITIONS) UNIFORM BUILDING CODE UNLESS NOTED OTHERWISE VALLEY VERTICAL WAINSOT WEST OR WATER W/TH WOOD W/THOUT WATER HEATER WATERPROOF WELDED WIRE FABRIC YARD
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GENERAL NOTES AND REQUIREMENTS

- A. CODE COMPLIANCE**
- All materials and workmanship shall comply with the latest editions of the California Building Code and all other applicable Codes and Local Ordinances.
 - Contractors shall be familiar with all building codes, regulations and local ordinances having jurisdiction over this project and shall notify architect of any discrepancies prior to proceeding with any work affected by the discrepancy.
- B. CONTRACTUAL**
- The Work of the contract shall include all work indicated on the Drawings or Specifications (Contract Documents) which falls within the general construction limits as defined on the drawings and any work outside the general construction limits noted or otherwise indicated as part of the contract.
 - The General Contractor shall clarify in the Construction Contract the extent of sitework that is or is not included in the construction contract. The contract shall identify specifically the extent of driveway, patio slab work, decking, Site drainage systems, landscaping and irrigation systems, etc. that are included in the contract.
 - The Construction Contract shall clearly identify any work that shall be completed or paid separately for by the Owner.
 - All materials shall be new, of grades and types specified and shall be guaranteed for one year from notice of completion.
- C. ARCHITECTURAL CONTROL**
- Any diversion from the drawings or specifications shall require the approval of the Architect prior to commencing with the modification.
 - The Architect reserves the copyright to all drawings and designs. The drawings shall not be reused for any site location other than the one specified here without the approval of the Architect.
- D. CONTRACTOR RESPONSIBILITIES**
- Contractor shall investigate, verify and be responsible for all conditions and dimensions of the project and shall notify Owner of any condition requiring modification or change before proceeding with the work.
 - Contractor shall visit the Site to verify site conditions --- topography, location of utilities, vegetation, existing structures, easements, dimensions --- prior to submitting a construction bid.
 - Each Contractor shall furnish all labor, materials, tools, transportation and equipment necessary to perform all work under his trade in full accordance with the Contract Documents and Contracts.
 - Each contractor shall clean up debris resulting from his work.
- E. DIMENSION AND MISC.DRAWING REQUIREMENTS**
- All dimensions shown on the drawings shall be verified by the Contractor and if there are any discrepancies, the contractor shall notify the Architect prior to proceeding with any work affected by the discrepancy.
 - Unless specified otherwise dimensions shown shall be taken to face of stud, concrete or masonry (whichever is applicable) on all exterior and interior walls
 - Dimensions take precedence over scale.
 - Details marked "tp," Or "typical" shall apply in all cases unless specifically indicated otherwise.
 - Where no specific detail is shown, the framing or construction shall be identical or similar to that indicated for like or similar cases of construction on this project.
- F. CUTTING AND PATCHING (REMODELING WORK)**
- Match existing materials with new materials so that patching work is undetectable.
 - For cutting work, use proper cutting tools, not chopping tools. Make neat holes. Minimize damage to adjacent work. Check for concealed utilities and structure before cutting.
 - Make patches, seams, and joints durable and inconspicuous. Tolerances for patching shall be the same as for new work.
- G. PROJECT CLOSE-OUT AND FINAL CLEANING**
- At completion of the Work, remove from the job site all tools and equipment, surplus materials, scrap and debris.
 - Inspect exterior and interior surfaces and remove all waste materials, paint droppings, spots, stains or dirt.
 - Schedule final cleaning as approved by the Owner to enable Owner to accept a completely clean project.
 - Final cleaning will be comparable to that provided by professional, skilled cleaners using commercial grade cleaning materials. Cleaning materials will be used with care and will be compatible with building materials and finishes. Final cleaning will include removal of scraps or waste in landscaped areas and thorough cleaning of walkways, desks, paved areas and public paved areas adjacent to the site.

PROJECT DIRECTORY

Owner & Client CITY OF ROSEVILLE PARK DEVELOPMENT ANALYST PARKS, RECREATION & LIBRARIES 316 Vernon Street, Suite 400 Roseville, CA. 95678 (916) 774-5924 Joel De Jong	Architect ATI Architects and Engineers 3009 Douglas Boulevard, #290 Roseville, California 95661 (916) 772-1800 G. Michael Goldsworthy
Structural ZFA Structural Engineers 7801 Folsom Boulevard, Suite 204 Sacramento, CA, 95826 (916) 924-7024 Mark A. Moore	

DRAWING INDEX

GENERAL DRAWING	
G1	TITLE SHEET
ARCHITECTURAL	
A1	SITE PLAN
A2	ROOF PLAN AND DETAILS
STRUCTURAL	
S1	GENERAL NOTES AND TYPICAL DETAILS
S2	ROOF FRAMING PLAN AND DETAILS

PROJECT INFORMATION

BUILDING DATA	
OCCUPANCY	B
BUILDING TYPE	NOT FIRE SPRINKLED
TOTAL OCCUPANCY LOAD	N/A
BUILDING AREA	2166.6 S.F.
NUMBER OF STORIES	ONE
CONDITIONED	NO
PROJECT SCOPE	
REMOVAL OF OLD LATTICE ROOF AND ADDING NEW ROOFING, GUTTERS AND DOWNSPOUTS ON AN EXISTING GAZEBO AT KASEBERG PARK COMPLEX. THE WHOLE GAZEBO WILL BE REPAINTED.	

SPECIAL INSPECTIONS

SEE STRUCTURAL DRAWINGS FOR MORE INFORMATION.

SYMBOLS

	DETAIL NUMBER
	NOTE
	DETAIL SHEET
	ELEV LETTER
	ELEV SHEET
	KEYNOTE REFERENCE
	DOOR SCHEDULE REFERENCE KEY
	ELEVATION VIEW
	ELEVATION LETTER
	ELEVATION SHEET
	REVISION NUMBER

APPLICABLE CODES

2016 CALIFORNIA BUILDING CODE WITH CITY OF ROSEVILLE AMENDMENTS
2016 CALIFORNIA MECHANICAL CODE
2016 CALIFORNIA PLUMBING CODE
2016 CALIFORNIA ELECTRICAL CODE WITH CITY OF ROSEVILLE AMENDMENTS
2016 CALIFORNIA FIRE CODE WITH CITY OF ROSEVILLE AMENDMENTS
2016 CALIFORNIA ENERGY CODE (CEC T-24)
2016 CALIFORNIA GREEN BUILDING CODE
ACCESSIBILITY: CITY OF ROSEVILLE BLDG. DIVISION ENFORCES CBC CHAPTERS 11A & 11B.



www.atiae.com

4750 Willow Rd. #250 3009 Douglas Blvd. #290
Pleasanton, CA 94568 Roseville, CA 95661
T 925.648.8800 T 916.772.1800

3050 Pullman St.
Costa Mesa, CA 92626
T 714.338.1600

ITEM:	REVISIONS	ISSUE	DATE:
	PERMIT		XX00018

KEY PLAN:

PROFESSIONAL STAMP:



PROJECT TITLE:

City of Roseville Parks and Recreation Dept.

KASEBERG PARK GAZEBO

ROOFING PROJECT

1151 Rand Way

ROSEVILLE, CA

SHEET TITLE:

TITLE SHEET

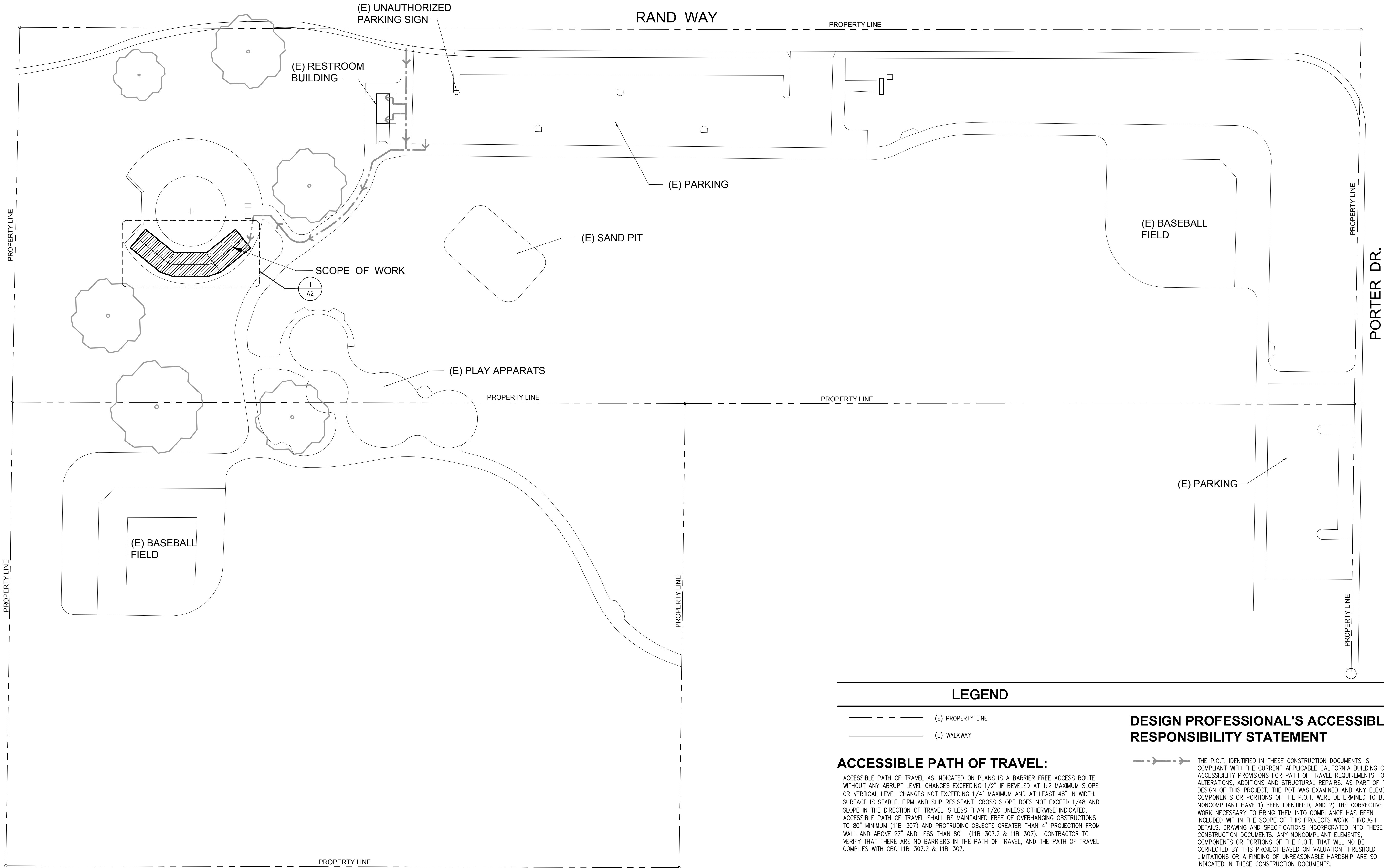
DATE:	SCALE:
07/20/18	AS NOTED
DRAWN/DESIGNED BY:	CHECKED BY:
DAE/	GMG
JOB NO:	
R7806	
CAD FILE:	
+G1-COVR.dwg	

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City of Roseville Approval

SHEET NO:

G1



PROPERTY LINE

PROPERTY LINE

PROPERTY LINE

RAND WAY

PROPERTY LINE

PROPERTY LINE

PORTER DR.

PROPERTY LINE

PROPERTY LINE

PROPERTY LINE

PROPERTY LINE

LEGEND

- (E) PROPERTY LINE
- (E) WALKWAY

ACCESSIBLE PATH OF TRAVEL:

ACCESSIBLE PATH OF TRAVEL AS INDICATED ON PLANS IS A BARRIER FREE ACCESS ROUTE WITHOUT ANY ABRUPT LEVEL CHANGES EXCEEDING 1/2" IF BEVELED AT 1:2 MAXIMUM SLOPE OR VERTICAL LEVEL CHANGES NOT EXCEEDING 1/4" MAXIMUM AND AT LEAST 48" IN WIDTH. SURFACE IS STABLE, FIRM AND SLIP RESISTANT. CROSS SLOPE DOES NOT EXCEED 1/48" AND SLOPE IN THE DIRECTION OF TRAVEL IS LESS THAN 1/20 UNLESS OTHERWISE INDICATED. ACCESSIBLE PATH OF TRAVEL SHALL BE MAINTAINED FREE OF OVERHANGING OBSTRUCTIONS TO 80" MINIMUM (11B-307) AND PROTRUDING OBJECTS GREATER THAN 4" PROJECTION FROM WALL AND ABOVE 27" AND LESS THAN 80" (11B-307.2 & 11B-307). CONTRACTOR TO VERIFY THAT THERE ARE NO BARRIERS IN THE PATH OF TRAVEL, AND THE PATH OF TRAVEL COMPLIES WITH CBC 11B-307.2 & 11B-307.

DESIGN PROFESSIONAL'S ACCESSIBLE RESPONSIBILITY STATEMENT

THE P.O.T. IDENTIFIED IN THESE CONSTRUCTION DOCUMENTS IS COMPLIANT WITH THE CURRENT APPLICABLE CALIFORNIA BUILDING CODE ACCESSIBILITY PROVISIONS FOR PATH OF TRAVEL REQUIREMENTS FOR ALTERATIONS, ADDITIONS AND STRUCTURAL REPAIRS. AS PART OF THE DESIGN OF THIS PROJECT, THE POT WAS EXAMINED AND ANY ELEMENTS, COMPONENTS OR PORTIONS OF THE P.O.T. WERE DETERMINED TO BE NONCOMPLIANT HAVE 1) BEEN IDENTIFIED, AND 2) THE CORRECTIVE WORK NECESSARY TO BRING THEM INTO COMPLIANCE HAS BEEN INCLUDED WITHIN THE SCOPE OF THIS PROJECTS WORK THROUGH DETAILS, DRAWING AND SPECIFICATIONS INCORPORATED INTO THESE CONSTRUCTION DOCUMENTS. ANY NONCOMPLIANT ELEMENTS, COMPONENTS OR PORTIONS OF THE P.O.T. THAT WILL NO BE CORRECTED BY THIS PROJECT BASED ON VALUATION THRESHOLD LIMITATIONS OR A FINDING OF UNREASONABLE HARSHIP ARE SO INDICATED IN THESE CONSTRUCTION DOCUMENTS.

IF DURING CONSTRUCTION P.O.T. ITEMS WITHIN THE SCOPE OF THE PROJECT REPRESENTED AS CODE COMPLIANT ARE FOUND TO BE NONCONFORMING BEYOND REASONABLE CONSTRUCTION TOLERANCES, THEY SHALL BE BROUGHT INTO COMPLIANCE WITH CBC AS PART OF THIS PROJECT BY MEANS OF A CONSTRUCTION CHANGE DOCUMENT.

THE SCOPE OF WORK FOR THIS APPLICATION IS UNDER THE CURRENT VALUATION THRESHOLD. THE SCOPE OF ACCESSIBILITY UPGRADES (A.C. PAVING, (E) GATES, SIGNS, & EXISTING NON-COMPLIANT ROUTES AMOUNT TO A MINIMUM OF 20% OF THE TOTAL CONSTRUCTION COST (11B-202.4, EXCEPTION #8).



SCALE : 1"= 40'-0"

1 SITE PLAN



www.atiae.com

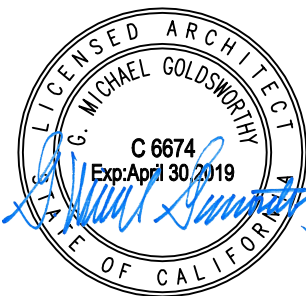
4750 Willow Rd. #250 3009 Douglas Blvd. #290
Pleasanton, CA 94588 Roseville, CA 95661
T 925.648.8800 T 916.772.1800

3050 Pullman St.
Costa Mesa, CA 92626
T 714.338.1600

ITEM:	REVISIONS/ISSUE:	DATE:
	PERMINT	08/17/18

KEY PLAN:

PROFESSIONAL STAMP:



PROJECT TITLE:

City of Roseville Parks
and Recreation Dept.
**KASEBERG PARK
GAZEBO
ROOFING PROJECT
1151 Rand Way
ROSEVILLE, CA**

SHEET TITLE:

SITE PLAN

DATE:	SCALE:
08/17/18	AS NOTED
DRAWN/DESIGNED BY:	CHECKED BY:
DAE/	GMG
JOB NO:	
R7806	
CAD FILE:	
+A1_Site.dwg	

SHEET NO:

City of Roseville Approves

A1



9 PATH OF TRAVEL CLEARANCES SCALE: 1/4"=1'-0"



1. COMPOSITION SHINGLE ROOF OVER FELT UNDERLAYMENT OVER PLYWOOD.
2. TYP. RIDGE
3. TYP. HIP
4. TYP. VALLEY
5. TYP. RAKE
6. REMOVE AND REPLACE 2x6 FASCIA WHERE NOTED ON PLAN. MOUNT WITH SCREWS AND MITER ENDS TO MATCH (E) CONDITIONS.
7. REPLACE ALL (E) WOOD COLUMN BASES PER DETAIL 8/-, CAULK ALL WOOD COLUMN FACES SEE DETAIL 7/- COLUMNS SHOWN FOR REFERENCE ONLY.
8. CAULK ALL COLUMN CAPITALS
9. REPLACE ENTIRE 2x COLUMN FACE TO MATCH (E) CONDITION WHERE GOUGING AND HOLES HAVE HAPPENED. CAULK ALL COLUMN FACES.
10. SEE STRUCTURAL DRAWINGS FOR CUTTING BACK OF DRY ROOF OF WORST BEAM END. CUT BACK ALL OTHER BEAMS ENDS TO MATCH NEW LENGTH OF BEAM, MITER ALL ENDS OF BEAMS TO MATCH (E) CONDITIONS.
11. REMOVE LATCH WOOD AT ENDS OF BOTH GABLE ENDS. DO NOT REPLACE PREP AREA FOR NEW PANT.
12. GUTTER AND DOWNSPOUT SEE DETAIL 5/-
13. REMOVE SIGN AND MOVE TO GABLE END. MOUNT SIGN TO HAVE 80" CLEAR. SEE DETAIL 9/-
14. (E) TRASH BEN TO REMAIN

KEY PLAN:

PROFESSIONAL STAMP



**City of Roseville Parks
and Recreation Dept.
KASEBERG PARK
GAZEBO
ROOFING PROJECT
1151 Rand Way
ROSEVILLE, CA**

SHEET TITLE

ROOF PLAN AND DETAILS

DATE:	SCALE:
08/17/18	AS NOTED
DRAWN/DESIGNED BY:	CHECKED BY:
DAE /	GMG
JOB NO:	
R7806	
CAD FILE:	
+A2_Rof.dwg	

SHEET NO:

SHEET NO:

A2

P:\R\R7800_City_of_Roseville\R7806_Kaseberg_Gazebo_Roofing\3_Dwgs\A2_RF\+A2_Rof.dwg 8-15-18 04:09:48 PM DEShe

City of Riverside Approval

City of Riverside Approval

For Council approval
Do Not use for bidding

A2

WOOD CONSTRUCTION (CARPENTRY)

- | SAWN LUMBER MEMBER | SPECIES AND MINIMUM GRADE, UNO | F _b (PSI) | F _v (PSI) | E (PSI) |
|-----------------------|--------------------------------|----------------------|----------------------|---------------------|
| 6x POSTS | DOUGLAS FIR - #1 | 1200 | 170 | 1.6x10 ⁶ |
| 6x BEAMS | DOUGLAS FIR - #1 | 1350 | 170 | 1.6x10 ⁶ |
| 4x POSTS & BEAMS | DOUGLAS FIR - #1 | 1000 | 180 | 1.7x10 ⁶ |
| 2x JOISTS, RAFTERS | DOUGLAS FIR - #2 | 900 | 180 | 1.6x10 ⁶ |
| IP MATERIAL | DOUGLAS FIR - #2 | 900 | 180 | 1.6x10 ⁶ |
| 2x STUDS > 10' HEIGHT | DOUGLAS FIR - #2 | 900 | 180 | 1.6x10 ⁶ |

- | WIRE NAIL | MINIMUM SHANK DIAMETER | MINIMUM NAIL LENGTH UNO | TYPICAL NAIL APPLICATION, UNO |
|------------|------------------------|-------------------------|-------------------------------|
| 16d COMMON | 0.162" | 3½" | FRAMING |
| 16d SINKER | 0.148" | 3¾" | FRAMING |
| 10d COMMON | 0.148" | 3" | FRAMING |
| 10d COMMON | 0.148" | PER 2/S1 | SHEATHING |
| 8d COMMON | 0.131" | PER 2/S1 | SHEATHING |

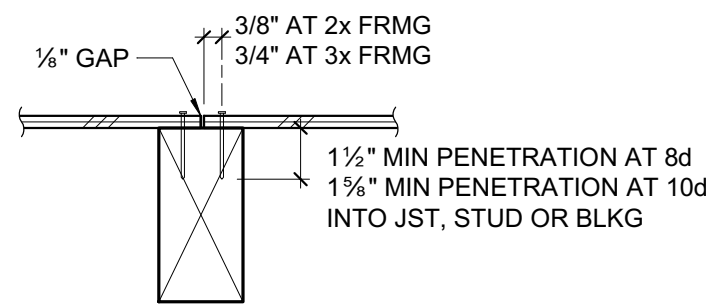
- ### PLYWOOD/ORIENTED STRAND BOARD (OSB) SHEATHING

2. ALL WORK NOT INDICATED AS EXISTING (E) SHALL BE ASSUMED TO BE NEW (N).
3. ANY REMOVAL, CUTTING, DRILLING, ETC OF EXISTING WORK SHALL BE PERFORMED WITH GREAT CARE. SMALL TOOLS SHALL BE USED IN ORDER NOT TO JEOPARDIZE THE STRUCTURAL INTEGRITY OF THE STRUCTURE. IF STRUCTURAL MEMBERS OR MECHANICAL, ELECTRICAL, OR ARCHITECTURAL ELEMENTS NOT INDICATED FOR REMOVAL INTERFERE WITH THE NEW WORK, THE ARCHITECT/ENGINEER SHALL BE IMMEDIATELY NOTIFIED AND PRIOR APPROVAL SHALL BE OBTAINED BEFORE REMOVAL OF THE MEMBERS.
4. DO NOT OVER CUT EXISTING WORK TO REMAIN. CUTS SHALL BE MADE NEATLY TO A CORNER. THEN ALTERNATE MEANS SHALL BE USED TO REMOVE REMAINING MATERIAL. CONTRACTOR IS RESPONSIBLE FOR REPAIR/REPLACEMENT OF OVER CUT MATERIAL AS DIRECTED BY THE ARCHITECT AND/OR ENGINEER.
5. EXISTING DAMAGED STRUCTURAL MEMBERS WHICH ARE UNCOVERED SHALL BE REPORTED TO THE ARCHITECT/ENGINEER FOR REVIEW AND REPAIR.
6. REMODELING REQUIRES ASSUMPTIONS BE MADE REGARDING EXISTING CONDITIONS WHICH MAY NOT BE VERIFIABLE WITHOUT DESTROYING OTHERWISE ADEQUATE OR SERVICEABLE PORTIONS OF THE STRUCTURE. THIS ANALYSIS DOES NOT MAKE ANY GUARANTEE TO THE ADEQUACY OF THE STRUCTURAL DESIGN OF THE EXISTING BUILDING NOT SPECIFICALLY ADDRESSED IN THE STRUCTURAL CALCULATIONS. ZFA SHALL NOT BE RESPONSIBLE FOR UNSATISFACTORY PERFORMANCE OF EXISTING PORTIONS OF THE STRUCTURE NOT SPECIFICALLY ADDRESSED IN THE CONSTRUCTION DOCUMENTS.

1. SEE 2/51 FOR SHEATHING NAILING REQUIREMENTS. ALL NAILING NOT NOTED OR DETAIL OTHERWISE SHALL BE PER 1/51 . NAIL LENGTH TO BE SUFFICIENT TO MEET CBC PENETRATION REQUIREMENTS.
2. FOR ROOF DRAINAGE, TOP OF FRAMING BETWEEN NOTED POINTS IS A STRAIGHT LINE.
3. THE CONTRACTOR SHALL VERIFY THAT THE MOISTURE CONTENT OF ALL FRAMING LUMBER AND SHEATHING MEET THE REQUIREMENTS OF THE SPECIFICATIONS AT THE TIME OF INSTALLATION AND CLOSE-UP.
4. ALL SHEATHING SHALL HAVE 1/8" GAP AT ALL EDGES AND JOINTS. TYPICAL SHEATHING:
 - A. SLOPING ROOF SHEATHING (SLOPE GREATER THAN 2:12): 1/2" APA RATED SHEATHING (32/16) EX'P WITH (10 G 8" ON EDGES (PEN) AND 12" ON FIELD) ON PLANS. LAY PERPENDICULAR TO FRAMING MEMBERS. PROVIDE SHG CLIPS AT UNSUPPORTED EDGES UNLESS NOTED TO BE BLOCKED ON PLANS. NO PANELS LESS THAN 24" WIDE SHALL BE USED. STAGGER SHEETS.

1. ALL SOFT AND DISCOLORED MATERIAL SHALL BE REMOVED UNTIL EXPOSED WOOD IS NATURAL COLORED. ONCE THE NATURAL COLOR IS EXPOSED IT SHOULD BE TREATED WITH AWPAC USE CATEGORY UC3B WOOD PRESERVATIVE.
2. WHERE MORE THAN 5% OF THE CROSS-SECTIONAL AREA IS REMOVED FROM ANY MEMBER, REPLACE MEMBER IN LIKE KIND.
3. CONTACT SEOR FOR FIELD OBSERVATION AND GUIDANCE TO SALVAGE SEVERE ROT CONDITIONS. OTHERWISE REPLACE IN LIKE KIND.

1 NAILING SCHEDULE



2 SHEATHING NAILING
1 1/2" = 1'-0"

[illegible]

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Revision Schedule		
#	Revision Description	Date

ZFA STRUCTURAL ENGINEERS
7801 folsom boulevard | suite 204
sacramento ca 95826
zfa job no. 18136.01
zfa.com
916.924.7024
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PROJECT

**KASEBURG GAZEBO
RETROFIT**

KASEBURG PARK
1151 RAND WAY
ROSEVILLE, CA 95678

SHEET DESCRIPTION

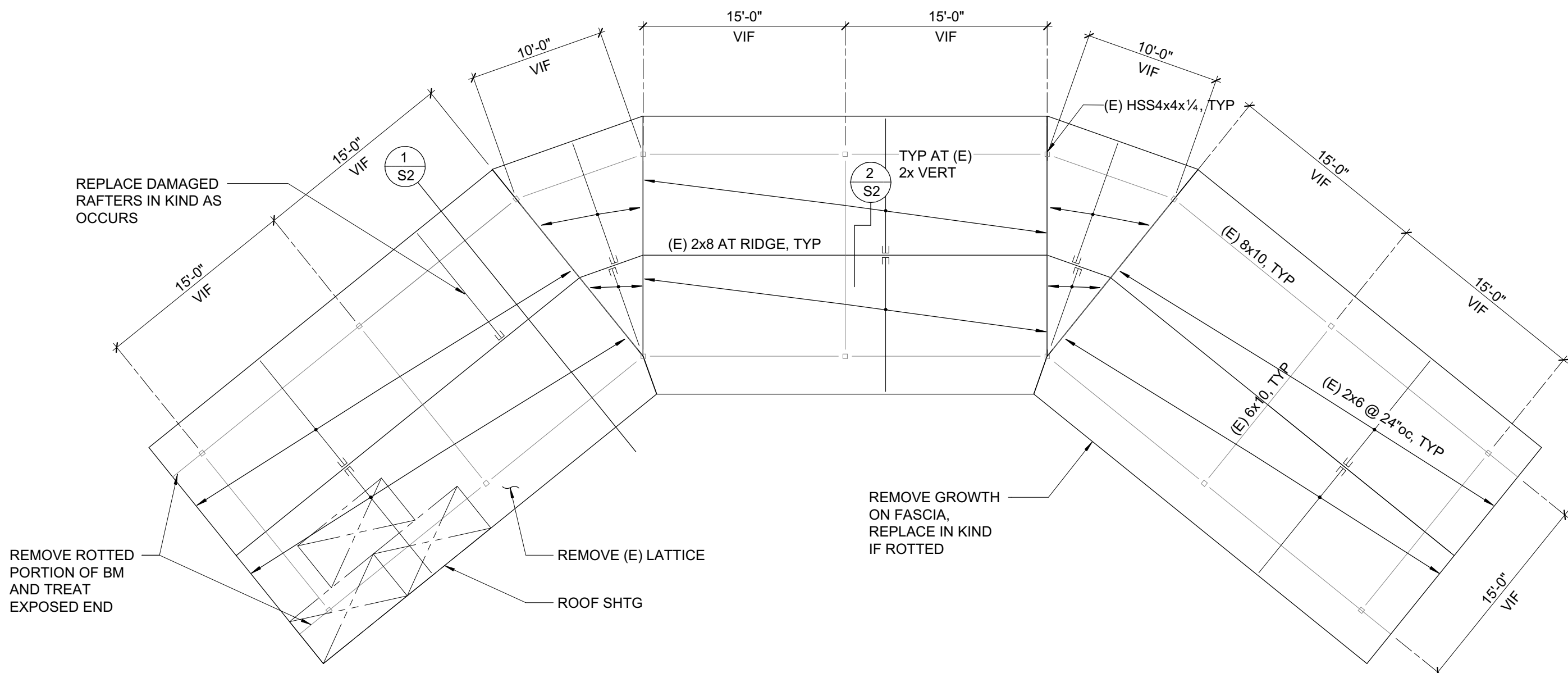
ROOF FRAMING PLAN AND DETAILS

ENGR:	RR	DATE: 6/26/2018
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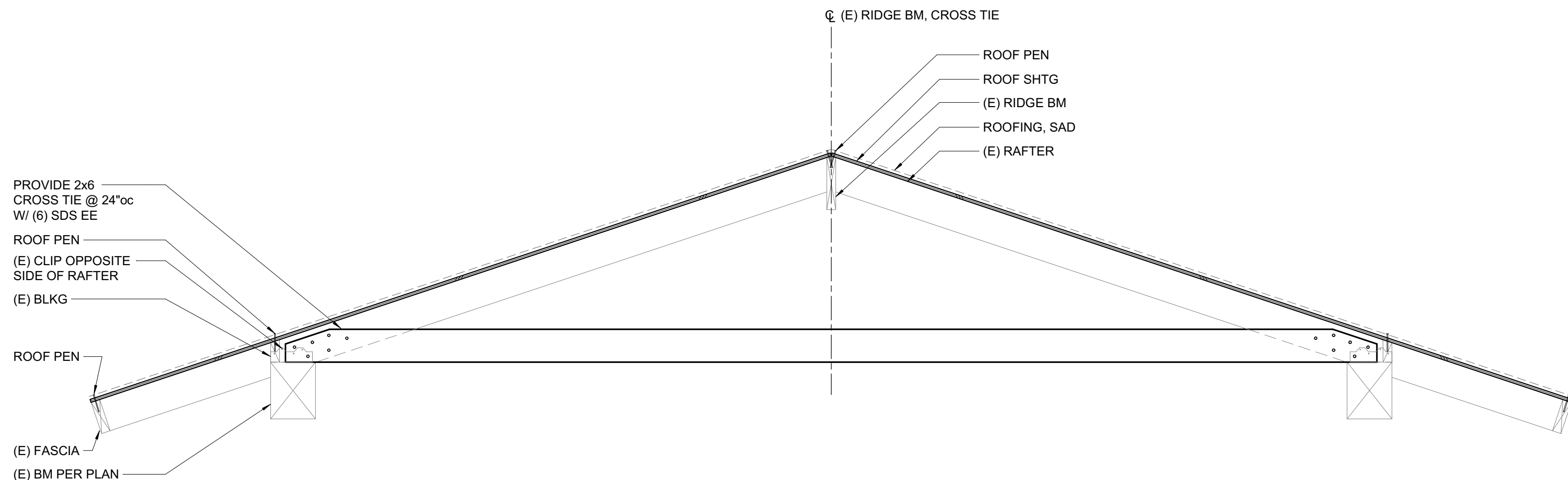
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SHEET

\$2

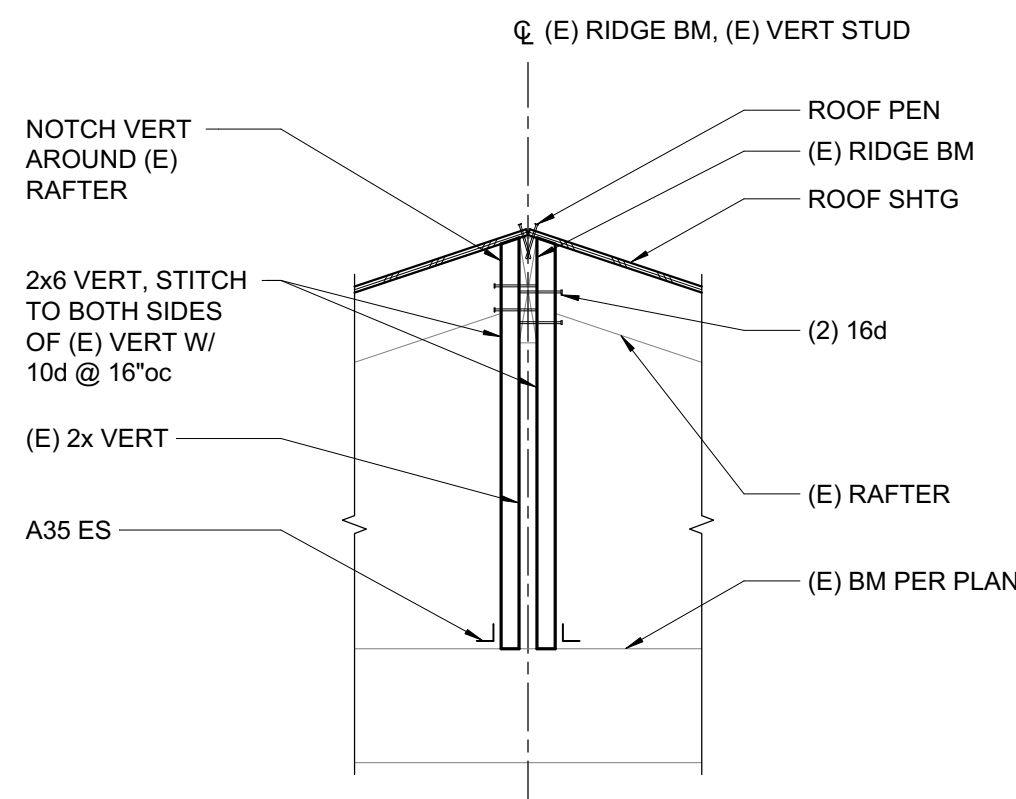


ROOF FRAMING PLAN

$$1/8'' = 1'-0''$$


1 CROSS TIE AT ROOF FRAMING

3/4" = 1'-0



2 VERTICAL SUPPORT AT RIDGE

3/4" = 1'-0

FRAMING PLAN NOTES:

1. REFER TO SHEET **S1** FOR GENERAL NOTES AND TYPICAL DETAILS. THE FOLLOWING DETAIL REFERENCES ARE PROVIDED FOR THE CONTRACTOR'S CONVENIENCE ONLY. ALL GENERAL NOTES AND TYPICAL DETAIL SHEETS NOTED ABOVE ARE APPLICABLE AND SHALL BE FOLLOWED.
2. ELEVATIONS ON PLANS AND DETAILS **"6"** ARE TO HEIGHTS ABOVE FINISHED GROUND FLOOR ELEVATION REFERENCE **"0'-0"**. COORDINATE TOP OF FRAMING AND LEDGER HEIGHTS AS REQUIRED TO PROVIDE ROOF SLOPES AS SHOWN ON ARCHITECTURAL/STRUCTURAL DRAWINGS PRIOR TO CONSTRUCTION. NOTIFY ARCHITECT/ENGINEER OF ANY DISCREPANCIES.

PLAN LEGEND		
SYMBOL	REFERENCE DETAIL	DESCRIPTION
		INDICATES STEEL COLUMN.
	D/S1	INDICATES HANGER.
		INDICATES EXISTING FRAMING.

C:\REVIT LOCAL\18186.01 Kaseburg Gazebo Retrofit S17C robert@zfa.com.rvt

5/26/2018 3:38:13 PM

Permit Set	ENGR:	RR	DATE: 6/26/2018
	PM:	MCK	
	SHEET		
32			



Project Manual for the
Kaseberg Park Gazebo
Roofing Project

February 2019

**FOR REVIEW,
A COMPLETE COPY
IS ON FILE IN THE
CITY CLERK DEPARTMENT**

**For Council Approval
Do Not Use For Bidding**

Parks, Recreation & Libraries
316 Vernon Street, Suite 400
Roseville, California 95678
www.roseville.ca.us





COUNCIL COMMUNICATION

CC #: 9786
File #: 0704-01

Title: RG Phillips (F-52) Park Project – Approval of Plans and Specifications and Authorization to Call for Bids

Contact: Joel De Jong 916-774-5924 jdejong@roseville.ca.us

Meeting Date: 2/20/2019
Item #: 6.4.

RECOMMENDATION TO COUNCIL

Recommend Council approve the plans and specifications for the RG Phillips (F-52) Park Project and authorize staff to call for bids.

BACKGROUND

RG Phillips Park (formerly park site F-52) is a 6 acre park site located off of Fiddymment Road and Old Coach Drive in the West Roseville Specific Plan. The project includes multi-use turf, children's play area, picnic area, basketball half-court, landscaping and irrigation. In order to meet the budget constraints, additive alternatives have been identified. These include installation of a shade structure, swings, bocce ball and horseshoe courts, and an additional basketball half-court.

Bids are scheduled to be opened on March 11, 2019. Staff plans to return to Council at a later date to seek approval to award the project.

FISCAL IMPACT

The architect's estimate for construction for the base bid is \$1,264,317.00. The estimate for all of the additive alternatives combined is \$216,700.00. Additive alternates will be included in the construction contract as budget allows.

Funding for the project was approved in FY2017-18 using funds from the West Roseville Neighborhood Park Development Fund. Maintenance for this park is funded through the West Roseville Community Facilities District for Services. There will be no General Fund impact.

ECONOMIC DEVELOPMENT / JOBS CREATED

Both the construction and maintenance of the park will include contractors. This job opportunity will help stimulate the local economy in two related but separate sectors, the construction industry as well as the landscape maintenance industry.

Based on Federal guidelines, there is one job created for every \$92,000 in direct government spending. Based on that guideline, this project will create 13 new jobs.

ENVIRONMENTAL REVIEW

Development of West Roseville Specific Plan (WRSP) Park Site F-52 was evaluated in the WRSP Environmental Impact Report (EIR) (January 2004) (SCH# 2002082057). Construction of Park Site F-52 is found to be within the scope of the project covered by the original WRSP final EIR. This EIR provides project level analysis for the Fiddymont Ranch portion of the WRSP community infrastructure and facilities, including parks. Because the Park Site F-52 project is consistent with the WRSP final EIR, no new effects would be expected to occur and all applicable mitigation measures from the EIR will be implemented. As such, no additional environmental documentation is required.

Respectfully Submitted,

Joel De Jong, Park Development Analyst

Dion Louthan, Parks, Recreation, and Libraries Director



Dominick Casey, City Manager

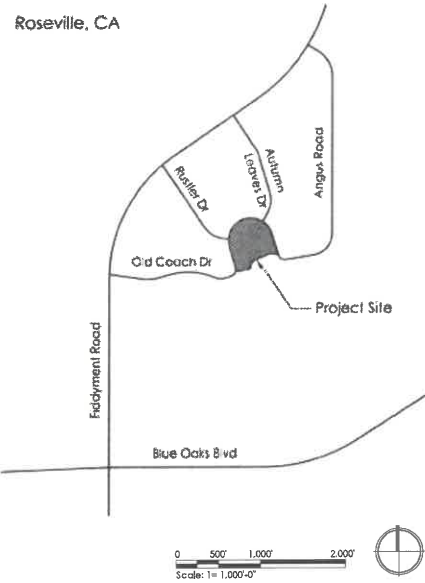
ATTACHMENTS:

Description

Project Plans

Project Manual Cover

VICINITY MAP



CITY BENCHMARK

City BM72 3-1/2" Brass Disk Stamped LS6046, Dec. 1995, Top of curb at catch basin, north side of Del Webb Blvd. @ 50' East of Fiddyment Road.

WASTE MGMT PLAN

Contractor will submit a Waste Management Plan by email to SCST@Roseville.ca.us or by fax to 916-774-5798. If Contractor has questions or needs assistance completing a Waste Management Plan, call 916-774-5780.

PROJECT TEAM

Landscape Architect
Quadriga Landscape Architecture and Planning, Inc.
1415 21st Street, Studio A
Sacramento, CA 95811
Phone (916) 441-2129

Civil Engineer

BKF Engineers Surveyors Planners
980 9th Street, Suite 1770
Sacramento, CA 95814
Phone (916) 556-5800

Electrical Engineer

LP Consulting Engineers, Inc.
1209 Pleasant Grove Blvd.
Roseville, CA 95678
Phone (916) 771-0778

Geotechnical Engineer

Wallace Kuhl Associates
3050 Industrial Blvd.
West Sacramento, CA 95691
Phone (916) 372-1434

CUT/FILL CALCULATIONS

Total cut: 4,778.3 CY
Total fill: 4,772.1 CY
Net 6.2 cut

Note: These earthwork values are only estimates based on assumed conditions and are intended for plan check purposes only. It is the responsibility of the contractor to calculate this/her own earthwork values in preparing bids. Use of these values for bid purposes will be at the Contractors risk.

Note: Prior to the commencement of grading operations, the Contractor shall identify the site where the excess/borrow earthen material shall be imported/deposited. If the borrow/deposit site is within the City of Roseville, the Contractor shall produce a report issued by the geotechnical engineer to verify that the exported materials are suitable for the intended fill, and shall show proof of all approved grading plans. Haul routes to be used shall be specified.

Note: Prior to commencement of grading activities, the Contractor shall have the existing utilities pot holed for verification of location and depth. At such time, pot hole data shall be provided to the engineer for determination of adequate clearance and separation.

BUILDING CODE APPLICABILITY

This project is subject to the following building Design Codes:
2016 California Building Code with City of Roseville Amendments (CBC)
2016 California Plumbing Code (CPC)
2016 California Electrical Code with City of Roseville Amendments (CEC)

BUILDING CLASSIFICATION

SHADE STRUCTURE

Zone PR
Occupancy U
Building Type V-B
Occupant Load 53
Building Area 816 s.f.

HOURS OF CONSTRUCTION

In accordance with the City's Noise Ordinance, the hours of project construction shall be limited to the following: 7:00 A.M. to 7:00 P.M. (Monday through Friday) 8:00 A.M. to 8:00 P.M. (Saturday, Sunday, and Holidays).

SHEET INDEX

L1.0	Title Sheet
L1.1	Scope of Work
C1.0	General Notes, Legend, & Abbreviations
C2.0	Demolition Plan
C2.1	Demolition Plan
C3.0	Staking and Reference Plan
C3.1	Staking and Reference Plan
C4.0	Grading and Drainage Plan
C4.1	Grading and Drainage Plan
C5.0	Utility Plan
C5.1	Utility Plan
C6.0	Erosion and Sediment Control Plan
C6.1	Erosion and Sediment Control Plan
C6.2	Erosion Control Details
C7.0	Construction Details
LS1.0	Layout Notes & Legend
LS1.1	Layout Plan - North
LS1.2	Layout Plan - South
LS2.0	Construction Details
LS2.1	Construction Details
LS2.2	Construction Details
LS2.3	Construction Details - Playground Layout Enlargement
LI1.0	Irrigation Notes & Legend
LI1.1	Irrigation Notes & Schedule
LI1.2	Irrigation Plan - North
LI1.3	Irrigation Plan - South
LI1.4	Irrigation Details
LI1.5	Irrigation Details
LI1.6	Irrigation Plan - Add Alternates #1 & #2
LP1.0	Planting Notes & Legend
LP1.1	Planting Plan - North
LP1.2	Planting Plan - South
LP1.3	Planting Details
LP1.4	Soils Analysis
E1.0	Symbol Legend, One Line Diagram, Schedule & Details
E1.1	Enlarged Electrical Site Plan
E2.1	Title 24 Outdoor Lighting Compliance Forms
E2.2	Title 24 Outdoor Lighting Compliance Forms

Add Alternate #4: Shade Shelter Structural Drawings

CS	Cover Sheet
1	Architectural Elevations
2	Anchor and Footing Layout
2.1	Anchor and Footing Details
3	Structural Framing Plan
4	Frame Connection Details
4.1	Frame Connection Details
5	Roof Overview
5.1	Roof Layout
6	Roof Connection Details
6.1	Roof Connection Details

Additional Sheets

C7.1	Construction Details
E0.1	Overall Electrical Site Plan

ADDITIVE ALTERNATES

Add Alternate #1: Sports Court Area and Drinking Fountain
Add Alternate #2: Swing Play Area
Add Alternate #3: Basketball Half Court, North
Add Alternate #4: Shade Shelter

FOR BLDG DEPT REVIEW

ADA Path of Travel: L1.1
Drinking Fountain Layout (ADA): LS1.2
Detail of Non-standard drinking fountain: LS2.2
Detail of Bocce court ADA access: LS2.2
Electrical: E0.1, E1.1, E2.1, E2.2
Shade Structure (Polygon): CS, 1, 2, 2.1, 3, 4, 4.1, 5, 5.1, 6, 6.1

City Engineer Date

Department of Development Services

UTILITY	UTILITY REPRESENTATIVES	PHONE
USA	REPRESENTATIVE	800-642-2444
Gas	PG&E Emily Pearson	530-889-3147
Electricity	Roseville Electric Jeff Wilcox	916-746-1661
Telephone	N/A	
Water	City of Roseville Sean D'gley	916-774-5750
Sewer	City of Roseville Ken Glotzbach	916-774-5339
Drainage	Development Services Engineering	916-774-5339
T.V. Cable	N/A	

QUADRIGA
Landscape Architecture and Planning, Inc.
SACRAMENTO | SANTA ROSA
916 441 2129 | www.quadriganpa.com



CWJ - 190070
EN - 18-0892
BD -

R.G. Phillips Park
Park Site F-52
Construction Documents 100%
1200 Old Coach Drive, Roseville, CA

Stamp



Issuances & Revisions

No.	Description	Date



Title Sheet

Date: 20/08/21
Project Number: 18-1629
Scale: AS SHOWN

L1.0



EXISTING CONDITIONS LEGEND

- Curb & Gutter
- Spot elevation
- Contour lines

SITE IMPROVEMENTS LEGEND

- ADA Path of Travel



**R.G. Phillips Park
Park Site F-52**
Construction Documents 100%
1200 Old Coach Drive, Roseville, CA

Stamp



Issuances & Revisions

No.	Description	Date



Scope of Work

Date: 2/24/21
Project Number: 18-1629
Scale: AS SHOWN

For Council Approval
Do Not Use for Bidding

GENERAL:

1. ALL CONSTRUCTION AND MATERIALS SHALL CONFORM TO THESE PLANS AND THE LATEST EDITION AND AMENDMENTS OF THE CITY OF ROSEVILLE DESIGN AND CONSTRUCTION STANDARDS.
2. THE CITY OF ROSEVILLE IS A MEMBER OF THE UNDERGROUND SERVICE ALERT (U.S.A.) ONE-CALL SYSTEM. THE CONTRACTORS SHALL NOTIFY THE U.S.A. CENTER 48 HOURS IN ADVANCE OF PERFORMING ANY EXCAVATION WORK BY CALLING 1-800-227-2600.
3. THE CONTRACTOR SHALL MARK IN WHITE PAINT ALL AREAS TO BE EXCAVATED PRIOR TO CONTACTING U.S.A. ANY AREAS NOT MARKED WILL NOT BE SUBJECT TO U.S.A., AND THE CONTRACTOR SHALL BE RESPONSIBLE FOR ANY DAMAGE RESULTING FROM EXCAVATION.
4. THE CONTRACTOR SHALL EXPOSE AND VERIFY LOCATIONS AND ELEVATIONS OF EXISTING UNDERGROUND UTILITIES PRIOR TO CONSTRUCTION OF THE NEW IMPROVEMENTS CONNECTING TO OR IN THE VICINITY OF THE SAME.
5. THE CONTRACTOR SHALL BE RESPONSIBLE FOR THE PROTECTION OF ALL EXISTING MONUMENTS AND OTHER SURVEY MARKERS ON THE JOB SITE.
6. THE CONTRACTOR SHALL PLACE BOXED SURVEY MONUMENTS WITH 1-1/2" BRONZE HEAD SET IN CONCRETE (STD. DWG. ST-36) AT LOCATIONS SHOWN ON THESE PLANS.
7. A.C. SURFACE SHALL BE CUT TO A NEAT, STRAIGHT LINE PARALLEL WITH THE STREET CENTERLINE AND THE EXPOSED EDGE SHALL BE TACKED WITH EMULSION PRIOR TO PAVING. THE EXPOSED BASE MATERIAL SHALL BE GRADED, RE-COMPACTED, AND RESEALED PRIOR TO PAVING.
8. ANY EXISTING CONCRETE SURFACE TO BE REMOVED SHALL BE SAW CUT TO A NEAT, STRAIGHT LINE.
9. THE CONTRACTOR SHALL SUBMIT A TRAFFIC CONTROL PLAN THAT SHALL BE ACCEPTED BY THE ENGINEERING DIVISION OF PUBLIC WORKS BEFORE START OF WORK IN RIGHT-OF-WAY AND SHALL BE IN ACCORDANCE WITH CALIFORNIA MUTCD LATEST EDITION. AT LEAST ONE LANE IN EACH DIRECTION SHALL REMAIN OPEN TO TRAFFIC UNLESS OTHERWISE SHOWN ON THE PLANS. TRAFFIC CONTROL HOURS ARE SUBJECT TO LIMITATION BY THE CITY. TRAFFIC CONTROL WITH LANE CLOSURES THAT AFFECT TRAFFIC FLOW MAY REQUIRE NIGHT WORK, IF, AS A PART OF TRAFFIC CONTROL MEASURES, A ROADWAY CLOSURE HAS BEEN APPROVED, THE CONTRACTOR SHALL NOTIFY DEVELOPMENT SERVICES CONSTRUCTION INSPECTOR 72 HOURS IN ADVANCE OF SETTING UP THIS CLOSURE.
10. CURB RAMPS CONFORMING TO ALL ADA AND TITLE 24 REQUIREMENTS SHALL BE PLACED AT ALL NEW STANDARD CURB RETURNS (STANDARD DRAWING ST-27) AND STANDARD TYPE A-7 DRIVEWAYS. WHERE EXISTING RAMPS DO NOT MEET CURRENT ADA AND TITLE 24 REQUIREMENTS, THE RAMPS SHALL BE UPGRADED IN CONFORMANCE WITH MINIMUM TITLE 24 REQUIREMENTS. WHERE EXISTING RAMPS DO NOT INCLUDE DETECTABLE WARNING PANELS (TRUNCATED DOMES), PANELS SHALL BE RETROFITTED PER THE CONSTRUCTION STANDARDS.
11. DRAIN INLETS NOT WITHIN A PAVED AREA SHALL HAVE A 12" WIDE COLLAR OF 6" THICK P.C.C. OR 2" THICK A.C.
12. PRIOR TO THE CERTIFICATE OF COMPLETION ON ALL SINGLE-FAMILY RESIDENTIAL SUBDIVISIONS, THE DEVELOPER SHALL SUBMIT A LETTER FROM THE POST OFFICE STATING THAT ITS REQUIREMENTS FOR MAILBOX CLUSTER PADS HAVE BEEN SATISFIED.
13. ALL UNDERGROUND UTILITIES WITHIN EXISTING OR PROPOSED CITY OF ROSEVILLE EASEMENTS SHALL REQUIRE A MINIMUM OF 90% COMPACTION ON THE TRENCH BACKFILL. COMPACTION OF BACKFILL BY JETTING IS NOT PERMITTED IN CITY OF ROSEVILLE RIGHT OF WAY AND EASEMENT AREAS OR WITHIN DEDICATED RECLAIMED WATER, STORM, SEWER OR WATER EASEMENTS AND MAINS.
14. THE CONTRACTOR SHALL CONDUCT A PRE-CONSTRUCTION MEETING ONE-WEEK PRIOR TO STARTING WORK. MEMBERS OF THE CITY OF ROSEVILLE DEVELOPMENT SERVICES DEPARTMENT, ENVIRONMENTAL UTILITIES DEPARTMENT AND ALL OTHER UTILITY REPRESENTATIVES SHALL BE NOTIFIED BY THE CONTRACTOR AS TO THE DATE AND LOCATION OF THE MEETING.
15. PRIOR TO EXCAVATION OF TRENCHES 5 FEET OR DEEPER, THE CONTRACTOR SHALL SUBMIT TO THE DEVELOPMENT SERVICES DEPARTMENT OR ENVIRONMENTAL UTILITIES DEPARTMENT INSPECTOR A COPY OF THE COMPANY'S ANNUAL CALOSHA TRENCHING PERMIT AND A COPY OF THE COMPANY'S LETTER INFORMING CALOSHA OF THE TIME THE TRENCHING IS COMMENCING AND THE LOCATION OF THE WORK.
16. ALL PAINTED TRAFFIC STRIPES, ARROWS, AND PAVEMENT MARKINGS SHALL BE CONSTRUCTED WITH THERMOPLASTIC MATERIAL TO THE SPECIFICATIONS SET FORTH IN CHAPTER 3 OF THE CALIFORNIA MUTCD LATEST EDITION. NON-REFLECTIVE PAVEMENT MARKERS SHALL CONSIST OF CERAMIC MARKERS ONLY CONFORMING TO CHAPTER 3 OF THE CALIFORNIA MUTCD LATEST EDITION.
17. THE DEVELOPERS CONTRACTOR SHALL TAKE EXTREME CARE TO PROTECT EXISTING SITE AND ADJACENT IMPROVEMENTS FROM DAMAGE. THE CONTRACTOR SHALL BE RESPONSIBLE TO REPAIR OR MAKE REPLACEMENT OF ALL CRACKED AND OTHERWISE PRE-EXISTING DAMAGED PUBLIC IMPROVEMENTS ALONG THE FRONTAGE OF THE PROJECT SITE AND ANY DAMAGE RESULTING FROM CONSTRUCTION TO CURRENT CITY STANDARDS AND AT THEIR OWN EXPENSE. THE EXTENT OF THE REPAIRS SHALL BE DETERMINED BY THE DEVELOPMENT SERVICES CONSTRUCTION INSPECTOR AND SHALL BE COMPLETED PRIOR TO THE CITY ACCEPTANCE OF THE IMPROVEMENTS.
18. WHERE COMBINATIONS OF SIDEWALK OR CURB AND GUTTER ARE PLACED CONTIGUOUS TO EXISTING, ALL ADJOINING EXISTING CONCRETE VERTICAL FACES SHALL BE DOWELED. ALL ABUTTING SIDEWALK ENDS SHALL BE DOWELED MID-SECTION VERTICALLY WITH TWO DOWELS FOR FOUR THROUGH SIX-FOOT WIDE SIDEWALK AND THREE DOWELS FOR WIDER SIDEWALK. ABUTTING CURB AND GUTTER ENDS SHALL BE DOWELED TWICE, 18 INCHES APART AT GUTTER PAN MID-SECTION. DOWEL CONNECTIONS OF LONGITUDINAL RUNS OF SIDEWALK TO BACK OF CURB SHALL BE THREE FEET ON CENTER. ALL DOWELS SHALL BE 16 INCHES LONG, GRADE 60, #4 REBAR PENETRATING FOUR INCHES. THE DOWEL HOLE SHALL BE 5/8-INCH DIAMETER AT A SLIGHT HORIZONTAL ANGLE FROM PERPENDICULAR. THE PENETRATING PORTION OF THE DOWEL AND THE ENTIRE (CLEANED) VERTICAL SURFACE OF THE ADJOINING, EXISTING CONCRETE SHALL BE THOROUGHLY COATED WITH STATE STANDARD TWO-PART EPOXY.
19. WHEN SAWCUTTING WITHIN THE STREET FOR TRENCHING OR OTHER PURPOSES, CONTRACTOR SHALL GRIND 1 1/2" OF PAVEMENT BETWEEN THE LANE LINES (FROM LANE STRIPE TO LANE STRIPE) UPON COMPLETION OF THE SAWCUTTING AND OR TRENCHING WORK. WHERE THE SAWCUTTING OCCURS BETWEEN THE CURB AND GUTTER AND NEAREST LANE STRIPE (INCLUDING BIKE LANES), THE SAME 1 1/2" GRIND SHALL BE REQUIRED. CONTRACTOR TO PLACE A PETROMAT FABRIC OR APPROVED EQUAL BY THE CITY OF ROSEVILLE AND OVERLAY FROM LANE STRIPE TO LANE STRIPE, OR CURB TO LANE STRIPE AND RESTRIPE OR REPLACE ANY DELINEATORS REMOVED DURING THE GRIND.
20. ALL PUBLICLY MAINTAINED STORM DRAIN ON PRIVATE PROPERTY SHALL BE A MINIMUM OF 12 INCHES IN DIAMETER AND SHALL BE RCP CL IV, UNLESS OTHERWISE APPROVED BY THE CITY ENGINEER.
21. FOR RESIDENTIAL SUBDIVISIONS, UNLESS OTHERWISE APPROVED BY DEVELOPMENT SERVICES ENGINEERING, THE FINAL GRADING OF THE PROJECT SITE SHALL BE CONSTRUCTED TO ACCOMMODATE A MAXIMUM DRIVEWAY SLOPE OF 14% FOR EACH RESIDENTIAL LOT, AS MEASURED FROM THE BACK OF THE SIDEWALK TO THE GARAGE (20-FT SET BACK). IT WILL REMAIN THE RESPONSIBILITY OF THE BUILDERS/DEVELOPER TO DESIGN A HOUSE THAT PROVIDES SUITABLE ACCESS TO THE PARCEL.
22. THE CONTRACTOR SHALL PLACE FILTER FABRIC BETWEEN THE INITIAL BEDDING AND BACKFILL AND THE TRENCH BACKFILL FOR SANITARY SEWERS DEPTH GREATER THAN 15 FEET MEASURED TO THE PIPE INVERT.

GRADING:

1. GRADING SHALL CONFORM TO APPENDIX CHAPTER 33 UBC, LATEST EDITION, AND TO THE RECOMMENDATIONS OF THE GEOTECHNICAL ENGINEERING REPORT BY WALLACE-KUHL & ASSOCIATES. (ENGINEERING DIV. FILE NO. 308-892)
2. ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE IMPLEMENTED AS SPECIFIED IN THE STORMWATER POLLUTION PREVENTION PLAN (SWPPP) FOR THIS PROJECT OR AS DETERMINED BY THE CITY INSPECTOR. THE SWPPP IS CONSIDERED A DYNAMIC DOCUMENT AND WILL CHANGE AS CONDITIONS WARRANT. PERMANENT EROSION AND SEDIMENT CONTROL MEASURES WILL BE CONSTRUCTED AS SHOWN ON THE SWPPP PLAN.
3. LOTS SHALL BE GRADED WITH A CONSTANT SLOPE ALONG THE FRONTAGE OF THE RIGHT-OF-WAY, FROM BUILDING SETBACK LINE TO BACK OF SIDEWALK. ALL TEMPORARY AND PERMANENT SLOPES STEEPER THAN 4:1 ALONG THIS FRONTAGE SHALL HAVE EROSION NETTING INSTALLED.
4. ALL REAR LOT CORNER ELEVATIONS SHALL BE EQUAL TO OR GREATER THAN THE HIGHEST ADJACENT PAD GRADE UNLESS SPECIFICALLY SHOWN ON THESE PLANS AND APPROVED BY ENGINEERING DIVISION.
5. NON-POTABLE WATER SHALL BE SPRAYED ON ALL EXPOSED EARTH SURFACES DURING CLEARING GRADING, EARTH MOVING, AND OTHER SITE PREPARATION ACTIVITIES. THE EXPOSED EARTH SHALL BE WATERED THROUGHOUT THE DAY TO MINIMIZE DUST.
6. TARPULINS OR OTHER EFFECTIVE COVERS SHALL BE USED ON ALL STOCKPILED EARTH MATERIAL AND ON HAUL TRUCKS TO MINIMIZE DUST.
7. THE CITY SHALL HAVE THE AUTHORITY TO STOP ALL GRADING OPERATIONS, IF, IN OPINION OF CITY STAFF, INADEQUATE DUST CONTROL MEASURES ARE BEING PRACTICED OR EXCESSIVE WIND CONDITIONS CONTRIBUTE TO FUGITIVE DUST EMISSIONS.

8. ADJACENT STREET FRONTAGES SHALL BE SWEEPED AT LEAST ONCE A DAY TO REMOVE SILT AND OTHER DIRT WHICH IS EVIDENT FROM CONSTRUCTION ACTIVITIES. REFER TO SCHEDULES WITHIN SWPPP.
9. THE CONTRACTOR SHALL BE RESPONSIBLE FOR CLEANING CONSTRUCTION VEHICLES LEAVING THE SITE ON A DAILY BASIS TO PREVENT DUST, SILT AND DIRT FROM BEING RELEASED OR TRACKED OFFSITE. REFER TO SWPPP FOR SPECIFIC REQUIREMENTS.
10. CONSTRUCTION SHALL STOP IF CULTURAL RESOURCES ARE SUSPECTED. IT IS POSSIBLE THAT PREVIOUS ACTIVITIES HAVE OBSCURED SURFACE EVIDENCE OF CULTURAL RESOURCES. IF SIGNS OF AN ARCHEOLOGICAL SITE, SUCH AS ANY UNUSUAL AMOUNTS OF STONE, BONE, OR SHELL, ARE UNCOVERED DURING GRADING OR OTHER CONSTRUCTION ACTIVITIES, WORK SHALL BE HALTED WITHIN 100 FEET OF THE FIND AND THE ROSEVILLE COMMUNITY DEVELOPMENT DEPARTMENT SHALL BE NOTIFIED. A QUALIFIED ARCHEOLOGIST SHALL BE CONSULTED FOR AN ON-SITE EVALUATION. THE ARCHEOLOGIST MAY REQUIRE ADDITIONAL MITIGATION.
11. SHOULD GRADING OPERATIONS UNCOVER HAZARDOUS MATERIALS, OR WHAT APPEARS TO BE HAZARDOUS MATERIALS, THE FIRE DEPARTMENT SHALL BE CONTACTED IMMEDIATELY AT (916) 774-5800. THE AREA, WHICH CONTAINS THE HAZARDOUS MATERIALS, SHALL BE MARKED OFF UNTIL AN INVESTIGATION BY A MEMBER OF THE FIRE DEPARTMENT IS CONDUCTED.
12. GRADES SHOWN OUTSIDE OF THE PUBLIC RIGHT OF WAY WITHIN THE APPROVED GRADING PLAN ARE SUBJECT TO FURTHER REVIEW AND MODIFICATION BY THE BUILDING DIVISION FOR COMPLIANCE WITH THE UNIFORM BUILDING CODE AND STATE OF CALIFORNIA TITLE 24 HANDICAP ACCESSIBILITY REQUIREMENTS.
13. THE CONTRACTOR/DEVELOPER IS EXPECTED TO COMPLY WITH THE FUGITIVE DUST CONTROL REQUIREMENTS FROM THE PLACER COUNTY AIR POLLUTION CONTROL DISTRICT: WWW.PLACER.CA.GOV/APCD
14. CONTAMINATED SOIL - DEVELOPER AGREES TO PROPERLY ADHERE TO ALL THEN CURRENT STATE AND FEDERAL REQUIREMENTS WHEN ANY EVIDENCE OF TOXIC, HAZARDOUS OR CONTAMINATED SOILS ARE ENCOUNTERED DURING ANY AND ALL EXCAVATION OR GRADING OPERATIONS, AND TO INDEMNIFY, DEFEND AND HOLD HARMLESS THE CITY OR ROSEVILLE, ITS OFFICERS, AGENTS AND EMPLOYEES, FROM ANY AND ALL LIABILITY, COSTS, CLAIMS, FEES, FINES, PENALTIES AND CLAIMS OF OR DAMAGE OF ANY TYPE WHATSOEVER. EXTRA COSTS FOR REMEDIATION AND/OR REMOVAL OF SOIL SHALL BE BOURN SOLELY BY THE DEVELOPER. THE PARTIES INTEND THAT THIS PROVISION BE BROADLY CONSTRUED.

EROSION/SEDIMENT CONTROL:

1. THE STATE'S GENERAL PERMIT FOR STORMWATER DISCHARGES ASSOCIATED WITH CONSTRUCTION ACTIVITY (WQD 98-080-DWQ) REQUIRES THE PREPARATION OF A STORMWATER POLLUTION PREVENTION PLAN (SWPPP) FOR SITES WITH SOIL DISTURBANCES GREATER THAN OR EQUAL TO ONE ACRE, OR FROM SITES SMALLER THAN ONE ACRE IF THE CONSTRUCTION ACTIVITY IS PART OF A LARGER PLAN OF DEVELOPMENT OR SALE THAT DISTURBS ONE ACRE OR MORE. CONSTRUCTION ACTIVITY SHALL NOT COMMENCE, NOR A PRE-CONSTRUCTION MEETING PERMITTED TO BE SCHEDULED, PRIOR TO THE SWPPP BEING ACCEPTED BY THE CITY. FOR MORE INFORMATION SEE: [HTTP://WWW.ROSEVILLE.CA.US/EU/STORMWATER_MANAGEMENT](http://WWW.ROSEVILLE.CA.US/EU/STORMWATER_MANAGEMENT)
2. THE PROJECT STORMWATER POLLUTION PREVENTION PLAN (SWPPP) IS INCORPORATED BY REFERENCE INTO THIS SET OF PLANS. THE SWPPP IS CONSIDERED A DYNAMIC DOCUMENT AND WILL CHANGE AS CONDITIONS WARRANT. PERMANENT EROSION AND SEDIMENT CONTROL MEASURES WILL BE CONSTRUCTED AS SHOWN ON THESE PLANS.
3. A COPY OF THE SWPPP SHALL BE KEPT AT THE PROJECT SITE AT ALL TIMES.
4. ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE IMPLEMENTED AS SPECIFIED IN THE SWPPP AND/OR AS DIRECTED BY CITY INSPECTOR.
5. NO GRADING OR TRENCHING, EXCEPT AS REQUIRED FOR EROSION OR SEDIMENT CONTROL, SHALL OCCUR WITHIN 35 FEET FROM THE CENTERLINE OF PERENNIAL AND INTERMITTENT DRAINAGE SWALES BETWEEN OCTOBER 15 AND APRIL 15 EXCEPT AS APPROVED BY THE DEPARTMENT OF FISH AND GAME.
6. ALL EROSION AND SEDIMENT CONTROL MEASURES SHALL BE MAINTAINED IN ACCORDANCE WITH THE SWPPP.
7. THE CONTRACTOR SHALL ESTABLISH A SPECIFIC SITE WITHIN THE DEVELOPMENT FOR MAINTENANCE AND STORAGE OF EQUIPMENT OR ANY OTHER ACTIVITY THAT MAY ADVERSELY CONTRIBUTE TO THE WATER QUALITY OF THE RUNOFF IN ACCORDANCE WITH THE SWPPP.

AIR QUALITY:

THE FOLLOWING NOTES ARE PROVIDED AS REFERENCE TO APPLICABLE PLACER COUNTY AIR POLLUTION CONTROL DISTRICT ADOPTED RULES AND REGULATIONS. COMPLIANCE WITH ALL APPLICABLE APCD RULES IS THE SOLE RESPONSIBILITY OF THE CONTRACTOR. AIR QUALITY RULES ARE ENFORCED SOLELY BY THE PLACER COUNTY AIR POLLUTION CONTROL DISTRICT.

1. CONSTRUCTION EQUIPMENT EXHAUST EMISSIONS SHALL NOT EXCEED PLACER COUNTY APCD RULE 202 VISIBLE EMISSION LIMITATIONS. OPERATORS OF VEHICLES AND EQUIPMENT FOUND TO EXCEED OPACITY LIMITS ARE TO BE IMMEDIATELY NOTIFIED BY APCD TO CEASE OPERATIONS AND THE EQUIPMENT MUST BE REPAIRED WITHIN 72 HOURS. (BASED ON APCD RULE 202)
2. THE CONTRACTOR SHALL SUSPEND ALL GRADING OPERATIONS WHEN FUGITIVE DUST EXCEEDS PLACER COUNTY APCD RULE 228 (FUGITIVE DUST) LIMITATIONS. THE PRIME CONTRACTOR SHALL BE RESPONSIBLE FOR HAVING AN INDIVIDUAL WHO IS CARB-CERTIFIED TO PERFORM VISIBLE EMISSIONS EVALUATIONS (VEE). THIS INDIVIDUAL SHALL EVALUATE COMPLIANCE WITH RULE 228 ON A WEEKLY BASIS. IT IS TO BE NOTED THAT FUGITIVE DUST IS NOT TO EXCEED 40% OPACITY AND NOT GO BEYOND THE PROPERTY BOUNDARY AT ANY TIME. LIME OR OTHER DRYING AGENTS UTILIZED TO DRY OUT WET GRADING AREAS SHALL NOT EXCEED PLACER COUNTY APCD RULE 228 FUGITIVE DUST LIMITATIONS. OPERATORS OF VEHICLES AND EQUIPMENT FOUND TO EXCEED OPACITY LIMITS WILL BE NOTIFIED BY APCD AND THE EQUIPMENT MUST BE REPAIRED WITHIN 72 HOURS. ALL PROJECTS IN EXCESS OF 5 ACRES SHALL HAVE AN APPROVED DUST CONTROL PLAN FROM THE PLACER COUNTY AIR POLLUTION CONTROL DISTRICT. (BASED ON APCD RULE 228)
3. DURING CONSTRUCTION, TRAFFIC SPEEDS ON ALL UNPAVED SURFACES SHALL BE LIMITED TO 15 MILES PER HOUR OR LESS. (BASED ON APCD RULE 228 / SECTION 401.2)
4. DURING CONSTRUCTION, NO OPEN BURNING OF REMOVED VEGETATION SHALL BE ALLOWED UNLESS PERMITTED BY THE PCAPCD. ALL REMOVED VEGETATIVE MATERIAL SHALL BE EITHER CHIPPED ON SITE OR TAKEN TO AN APPROPRIATE RECYCLING SITE, OR IF A SITE IS NOT AVAILABLE, A LICENSED DISPOSAL SITE. (BASED ON APCD RULE 310)
5. A PERSON SHALL NOT DISCHARGE INTO THE ATMOSPHERE VOLATILE ORGANIC COMPOUNDS (VOC'S) CAUSED BY THE USE OR MANUFACTURE OF CUTBACK OR EMULSIFIED ASPHALTS FOR PAVING, ROAD CONSTRUCTION OR ROAD MAINTENANCE, UNLESS SUCH MANUFACTURE OR USE COMPLIES WITH THE PROVISIONS RULE 217. (BASED ON APCD RULE 217).
6. PROCESSES THAT DISCHARGE 2 POUNDS PER DAY OR MORE OF AIR CONTAMINANTS, AS DEFINED BY HEALTH AND SAFETY CODE SECTION 39013, TO THE ATMOSPHERE MAY REQUIRE A PERMIT. PERMITS MAY BE REQUIRED FOR BOTH CONSTRUCTION AND OPERATION. DEVELOPERS/CONTRACTORS SHOULD CONTACT THE DISTRICT PRIOR TO CONSTRUCTION AND OBTAIN ANY NECESSARY PERMITS PRIOR TO THE ISSUANCE OF A BUILDING PERMIT. (BASED ON THE CALIFORNIA HEALTH & SAFETY CODE SECTION 39013)

GENERAL FIRE DEPARTMENT NOTES:

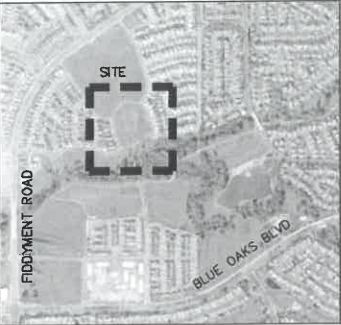
1. AN APPROVED PROJECT SIGN SHALL BE PLACED AT VEHICLE ACCESS POINTS INTO THE PROJECT DURING CONSTRUCTION TO ASSIST EMERGENCY RESPONDERS. THE SIGN SHALL IDENTIFY THE ADDRESS, AS APPROVED BY THE CITY OF ROSEVILLE. SUCH SIGNS SHALL BE CLEARLY VISIBLE AND LEGIBLE FROM THE STREET FRONTING THE PROJECT.
2. PRIOR TO COMBUSTIBLE MATERIALS BEING BROUGHT TO THE SITE, FIRE APPARATUS ACCESS ROADS SHALL BE PROVIDED WITHIN 150 FEET OF ALL STRUCTURES AND COMBUSTIBLE STORAGE PILES. FIRE APPARATUS ACCESS ROADS SHALL BE FULLY PAVED AND SHALL BE DESIGNED TO SUPPORT THE IMPOSED WEIGHT OF A FIRE APPARATUS (34 TONS GVW), UNLESS PRIOR APPROVAL IS OBTAINED FROM THE FIRE DEPARTMENT FOR TEMPORARY ACCESS ROADS. ACCESS ROADS SHALL BE PROVIDED WITH A MINIMUM 20-FOOT ROADWAY WIDTH AND 13 FOOT 6 INCH VERTICAL CLEARANCE.
3. PRIOR TO COMBUSTIBLE MATERIALS BEING BROUGHT TO THE SITE, ANY REQUIRED ON-SITE FIRE HYDRANTS SHALL BE COMPLETED AND ACCEPTED BY THE ROSEVILLE FIRE DEPARTMENT.
4. CONSTRUCTION MATERIAL AND VEHICLES SHALL NOT OBSTRUCT FIRE APPARATUS ACCESS TO FIRE APPARATUS ROADS, FIRE HYDRANTS OR THE BUILDING.
5. BARRICADES SHALL BE PROVIDED TO PROTECT ANY NATURAL GAS METER, FIRE HYDRANT, FIRE DEPARTMENT CONTROL DEVICE, OR OTHER POSSIBLE PERTINENT EQUIPMENT OR DEVICES THAT MAY BE SUBJECT TO VEHICULAR DAMAGE.

6. PROVIDE AND MAINTAIN A MINIMUM 3-FOOT CLEAR SPACE AROUND FIRE PROTECTION EQUIPMENT.
7. THE BURNING OF COMBUSTIBLE CONSTRUCTION MATERIALS AND TRASH IS PROHIBITED.
8. ASPHALT AND TAR KETTLES SHALL NOT BE LOCATED WITHIN 20 FEET OF ANY COMBUSTIBLE MATERIAL, COMBUSTIBLE BUILDING SURFACE OR BUILDING OPENING. AN ATTENDANT SHALL BE WITHIN 100 FEET OF A KETTLE WHEN THE HEAT SOURCE IS OPERATING. A MINIMUM OF ONE (1) 20B-C PORTABLE FIRE EXTINGUISHER SHALL BE LOCATED WITHIN 30 FEET OF THE KETTLE, AND ON THE ROOF DURING ASPHALT COATING OPERATIONS.
9. DRYWALL AND OTHER TEMPORARY HEATING DEVICES SHALL BE OF AN APPROVED TYPE, LOCATED AWAY FROM COMBUSTIBLE MATERIALS AND ATTENDED AND MAINTAINED AT ALL TIMES. HEATING DEVICES SHALL NOT BE OPERATED AFTER NORMAL WORKING HOURS WITHOUT BEING ATTENDED TO ON AN HOURLY BASIS.
10. CUTTING AND WELDING OPERATIONS SHALL CONFORM TO THE HOT WORK PROVISIONS OF CHAPTER 35 OF THE FIRE CODE. A FIRE WATCH SHALL BE PROVIDED DURING HOT-WORK ACTIVITIES AND SHALL CONTINUE FOR A MINIMUM OF 30 MINUTES AFTER THE CONCLUSION OF THE WORK.
11. IF SITE SURVEY OR EARTH MOVING WORK RESULTS IN THE DISCOVERY OF HAZARDOUS MATERIALS IN CONTAINERS, OR WHAT APPEARS TO BE HAZARDOUS WASTES RELEASED INTO THE GROUND, THE CONTRACTOR OR APPLICANT SHALL IMMEDIATELY REPORT THE FINDING TO THE ROSEVILLE FIRE DEPARTMENT VIA PHONE AT (916) 774-5800. ALL SUSPECTED AREAS SHALL BE MARKED OFF WITH APPROVED SIGNAGE OR CAUTION TAPE UNTIL SUCH TIME THAT A REPRESENTATIVE FROM THE FIRE DEPARTMENT DETERMINES WHETHER THE RELEASE IS REPORTABLE OR NOT AND IF SITE REMEDIATION IS REQUIRED.

12. FIRE SAFETY DURING CONSTRUCTION SHALL COMPLY WITH CHAPTER 33 OF THE CALIFORNIA FIRE CODE.
13. ADEQUATE RADIO COVERAGE SHALL BE PROVIDED WITHIN BUILDINGS FOR PUBLIC SAFETY AGENCIES, AS REQUIRED BY FIRE CODE.
14. PORTABLE FIRE EXTINGUISHERS SHALL BE INSTALLED IN OCCUPANCIES AND LOCATIONS AS SET FORTH IN THE CALIFORNIA FIRE CODE AND AS REQUIRED BY THE CHIEF. PROVIDE A MINIMUM OF ONE (1) PORTABLE FIRE EXTINGUISHER WITHIN EACH TENANT SPACE. THE MAXIMUM TRAVEL DISTANCE TO THE FIRE EXTINGUISHER SHALL NOT EXCEED 75-FEET. THE MINIMUM RATING CLASSIFICATION FOR THE EXTINGUISHER SHALL BE NOT LESS THAN 2A-10B-C. THE MAXIMUM TRAVEL DISTANCE FROM ANY POINT IN A LIGHT HAZARD AREA OF CLASS A HAZARDS SHALL NOT BE MORE THAN 75 FEET FROM A CLASS 2A-10B-C. FIRE EXTINGUISHER AND ONE EXTINGUISHER SHALL BE PROVIDED FOR EACH 6,000 SQUARE FEET. THE MAXIMUM TRAVEL DISTANCE FROM ANY POINT IN AN ORDINARY HAZARD OF CLASS A HAZARDS AREA SHALL NOT BE MORE THAN 75 FEET AND ONE EXTINGUISHER SHALL BE PROVIDED FOR EACH 3,000 SQUARE FEET. THE MAXIMUM TRAVEL DISTANCE TO CLASS B EXTINGUISHERS IS EITHER 30 FEET OR 50 FEET DEPENDING UPON THE SIZE OF THE EXTINGUISHER AND THE CLASSIFICATION OF THE HAZARD. REFER TO UFC STANDARD NO. 10-1 FOR COMPLETE REQUIREMENTS. ALL PORTABLE FIRE EXTINGUISHERS SHALL HAVE A SERVICE TAG AFFIXED TO THEM SHOWING THAT THE EXTINGUISHER HAS BEEN SERVICED BY A CALIFORNIA STATE LICENSED FIRE EXTINGUISHER CONCERN. ALL FIRE EXTINGUISHERS SHALL BE ATTACHED TO A BRACKET OR WITHIN AN APPROVED CABINET. MAXIMUM DISTANCE FROM THE FLOOR SHALL NOT EXCEED 54-INCHES. SIGNAGE SHALL BE POSTED ABOVE THE EXTINGUISHER AND SHALL READ FIRE EXTINGUISHER.
15. THE REQUIRED MINIMUM FIRE FLOW FOR THE PROTECTION OF THE PROPOSED PROJECT IS _____ GALLONS PER MINUTE WITH 20 POUNDS PER SQUARE INCH RESIDUAL WATER PRESSURE REMAINING IN THE SYSTEM. A CHANGE IN ANY OF THE CONDITIONS MAY INCREASE THE REQUIRED FIRE FLOW.
16. ALL UNDERGROUND FIRE LINE SHALL BE HYDRAULICALLY PRESSURED AT 200 PSI FOR TWO-HOURS PER THE NFPA STANDARD FOR UNDERGROUND FIRE WATER LINE. AN INSPECTION SHALL BE REQUIRED TO WITNESS THE TEST WITH A SUBSEQUENT INSPECTION AFTER THE TWO-HOUR DURATION HAS EXPIRED.
17. TEMPORARY USE OF ON-SITE GENERATORS WITH OVER 60 GALLONS OF DIESEL FUEL SHALL REQUIRE A FIRE DEPARTMENT PERMIT AND MUST MEET THE REQUIREMENTS OF THE CHAPTER 6.95 OF THE HEALTH AND SAFETY CODE, THE ROSEVILLE FIRE DEPARTMENT AND THE NATIONAL FIRE CODES. CONTACT THE FIRE DEPARTMENT AT 916-774-5800 TO INITIATE THE PERMIT APPLICATION.
18. SECTION 10.6.2 OF NFPA 24 HAS BEEN AMENDED NOT TO ALLOW MECHANICAL JOINTS UNDER BUILDINGS. SEE CHAPTER 80 OF THE CALIFORNIA FIRE CODE, PAGE 519. PROVIDE DETAIL OF THE PROPOSED RISER AND UNDERGROUND DETAIL TO THE PAD.
19. CIVIL IMPROVEMENT PLANS SHALL BE RESUBMITTED IF IT HAS BEEN DETERMINED BY THE APPLICANT THAT AN ON-SITE FIRE PUMP WILL BE REQUIRED AS THE RESULT OF SUPPLYING 100 PSI RESIDUAL PRESSURE AT THE STANDPIPE ROOF OUTLET ACCORDANCE WITH NFPA 14, STANDARD FOR THE INSTALLATION OF STANDPIPE AND HOSE SYSTEMS.
20. THE SUBMITTED PRIVATE UNDERGROUND FIRE LINE SHALL BE REVIEWED AND APPROVED BY THE ENVIRONMENTAL UTILITIES DEPARTMENT (EUD) IN CONJUNCTION WITH THE FIRE DEPARTMENT (RFD) PRIOR TO REQUESTING FOR THE REQUIRED INSPECTION FROM THE RFD. THE FIRE SPRINKLER PLANS WILL NOT BE APPROVED BY THE RFD UNTIL THE UNDERGROUND SERVICE LATERAL HAS BEEN INSPECTED AND ACCEPTED BY THE RFD.
21. ALL PROPOSED BURIED BOLTS SHALL BE COATED WITH A LISTED PRODUCT SUCH AS CHRISTY'S HD-50.
22. ACCORDING TO NFPA 13, 6.3.1.1.1, THE UNDERGROUND FIRE LINE CANNOT EXTEND INTO THE BUILDING FURTHER THAN 24 INCHES.
23. AN 18 AWG MINIMUM GAUGE TRACER WIRE SHALL BE INSTALLED ALONG ALL NON-METALLIC UNDERGROUND PIPING IN ACCORDANCE WITH SECTION 604 OF THE CALIFORNIA PLUMBING CODE. NOTATIONS SHALL BE MADE ON THE RESUBMITTAL.
24. FIRE DEPARTMENT CONNECTION(S) SHALL BE WITHIN 2-FEET OF BACK OF CURB OR BACK OF WALKWAY, AND SHALL REMAIN UNOBSTRUCTED AT ALL TIMES.
25. ALL FIRE DEPARTMENT CONNECTIONS SHALL BE LABELED WITH THE APPROPRIATE ADDRESS.
26. MECHANICAL JOINTS SHALL BE INSTALLED AT AREAS NOTED PER THE EBBA THRUST RESTRAINT DESIGN PROGRAM SPECIFICATIONS.
27. CONDUITS SHALL BE INSTALL AND AVAILABLE FOR FUTURE MONITORING OF ALL FIRE PROTECTION DEVICES.
28. ALL WORK SHALL BE INSPECTED BY THE FIRE DEPARTMENT PRIOR TO INSTALLING GROUND MATERIALS.
29. TO SCHEDULE A FIRE DEPARTMENT INSPECTION FOR ANY ON-SITE WORK, FOLLOW THE DIRECTIONS USING THE CITY OF ROSEVILLE CITIZEN PORTAL AT PERMITS.ONLINE.ROSEVILLE.CA.US. THE FOLLOWING BD NUMBER BELOW SHALL BE USED WHEN SCHEDULING A FIRE DEPARTMENT INSPECTION. A BD NUMBER WILL BE ISSUED UPON APPROVAL. ALL INQUIRING REGARDING INSPECTIONS AND PERMIT FEES SHALL BE MADE BY CALLING (916) 774-5332.

LEGEND:

EXISTING	PROPOSED	
		ELECTRICAL LINE
		SEWER LINE
		DOMESTIC WATER LINE
		STORM DRAIN LINE
		IRRIGATION LINE
		CLEANOUT
		STORM DRAIN PLAY AREA DRAIN
		STORM DRAIN AREA DRAIN
		DOMESTIC WATER/IRRIGATION BACKFLOW PREVENTER
		WATER METER
		EXISTING MANHOLE
		EXISTING STORM DRAIN INLET
		EXISTING WATER METER
		EXISTING WATER VALVE
		EXISTING FIRE HYDRANT



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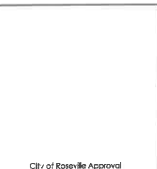


02/21/19

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Issues & Revisions

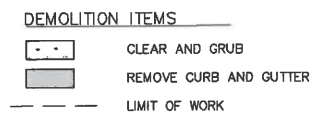
No.	Description	Date



GENERAL NOTES,
LEGEND, &
ABBREVIATIONS

Date: 2/21/19
Project Number: 18-1629
Scale: AS SHOWN

C1.0



1. CONTRACTOR TO CLEAR AND GRUB WITHIN THE LIMITS OF PROPOSED WORK, UNLESS OTHERWISE NOTED ON PLANS.
2. THE UTILITY LINES AND STRUCTURES SHOWN ON THESE PLANS ARE DERIVED FROM RECORD DATA AND/OR SURFACE OBSERVATION AND ARE APPROXIMATE ONLY. ACTUAL LOCATION AND SIZE, TOGETHER WITH THE PRESENCE OF ANY ADDITIONAL UTILITY LINES AND STRUCTURES NOT SHOWN ON THIS PLAN, SHALL BE VERIFIED IN THE FIELD BY THE CONTRACTOR DURING CONSTRUCTION. CONTRACTOR SHALL NOTIFY THE ENGINEER IMMEDIATELY UPON DISCOVERY OF ANY DISCREPANCIES BETWEEN EXISTING CONDITIONS IN THE FIELD AND INFORMATION SHOWN ON THESE PLANS.
3. THE CONTRACTOR IS REQUIRED BY STATE LAW TO ACTIVELY RESEARCH THE WORK AREA PRIOR TO COMMENCEMENT OF CONSTRUCTION, REFERENCE ANY MONUMENTS, AND REPLACE THOSE DAMAGED OR REMOVED DURING CONSTRUCTION.
4. THE LIMITS OF DEMOLITION SHOWN ARE APPROXIMATE ONLY. CONTRACTOR IS RESPONSIBLE FOR MATCHING EXISTING SURROUNDINGS, LANDSCAPE AND OTHER IMPROVEMENTS WITH A SMOOTH TRANSITION IN PAVING, CURBS, GUTTERS, AND SIDEWALKS AND AVOIDING ANY ABRUPT OR APPARENT CHANGES IN GRADES OR CROSS SLOPES OR HAZARDOUS CONDITIONS.
5. EXISTING CURB AND SIDEWALK AND LANDSCAPE/IRRIGATION WITHIN THE PROJECT LIMITS THAT ARE DAMAGED OR DISPLACED, EVEN THOUGH THEY WERE NOT TO BE REMOVED, SHALL BE REPAIRED OR REPLACED BY THE CONTRACTOR AT NO ADDITIONAL COST.
6. PROTECT ALL EXISTING UTILITIES AND SITE FEATURES FROM BEING DAMAGED, UNLESS OTHERWISE NOTED. ALL UTILITIES AND IMPROVEMENTS THAT BECOME DAMAGED DURING CONSTRUCTION SHALL BE COMPLETELY RESTORED AT NO ADDITIONAL COST TO THE OWNER AND TO THE SATISFACTION OF THE ENGINEER.

7. WHERE PAVING IS REQUIRED CONTRACTOR SHALL EXCAVATE SOILS TO LEVEL OF PROPOSED SUBGRADE.
8. "REMOVE" MEANS TO REMOVE AND DISPOSE OF IN A LEGAL MANNER.
9. "PROTECT" MEANS TO SECURE AND PREVENT DAMAGE TO AN EXISTING ITEM, INCLUDING ANY TEMPORARY MEASURES SUCH AS FENCES, BARRICADES, AND SHORING. ANY ITEM DESIGNATED TO BE PROTECTED THAT IS DAMAGED SHALL BE REPLACED BY THE CONTRACTOR AT NO ADDITIONAL COST.
10. VOIDS RESULTING FROM DEMOLITION ACTIVITIES SHALL BE BACKFILLED WITH ENGINEERED FILL AND FINISHED SURFACES SHALL BE GRADED TO DRAIN.
11. CONTRACTOR TO COORDINATE WITH CITY TO DETERMINE AN APPROPRIATE LOCATION TO STORE SALVAGED MATERIALS.

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[illegible]

Date: 20/01/21
Project Number: 18-1629
Scale: AS SHOWN

C2.0

DEMONTRETEEN

Date: 20/01/21
Project Number: 8-1629
Scaller AS SHOWN

C2.0

**R.G. Phillips Park
Park Site F-52**

Construction Documents 100%

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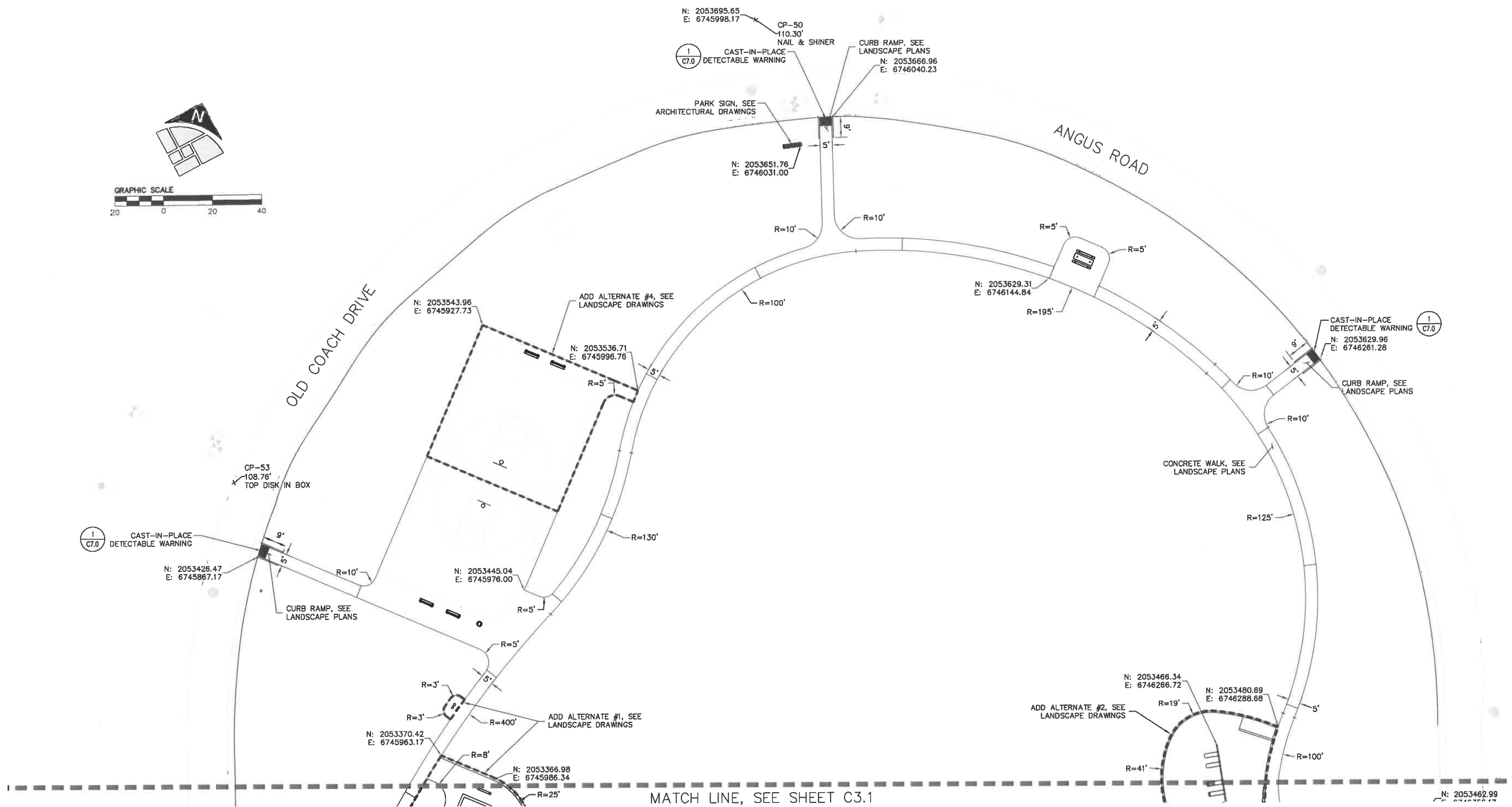
No.	Description	Date

City of Roseville Approval

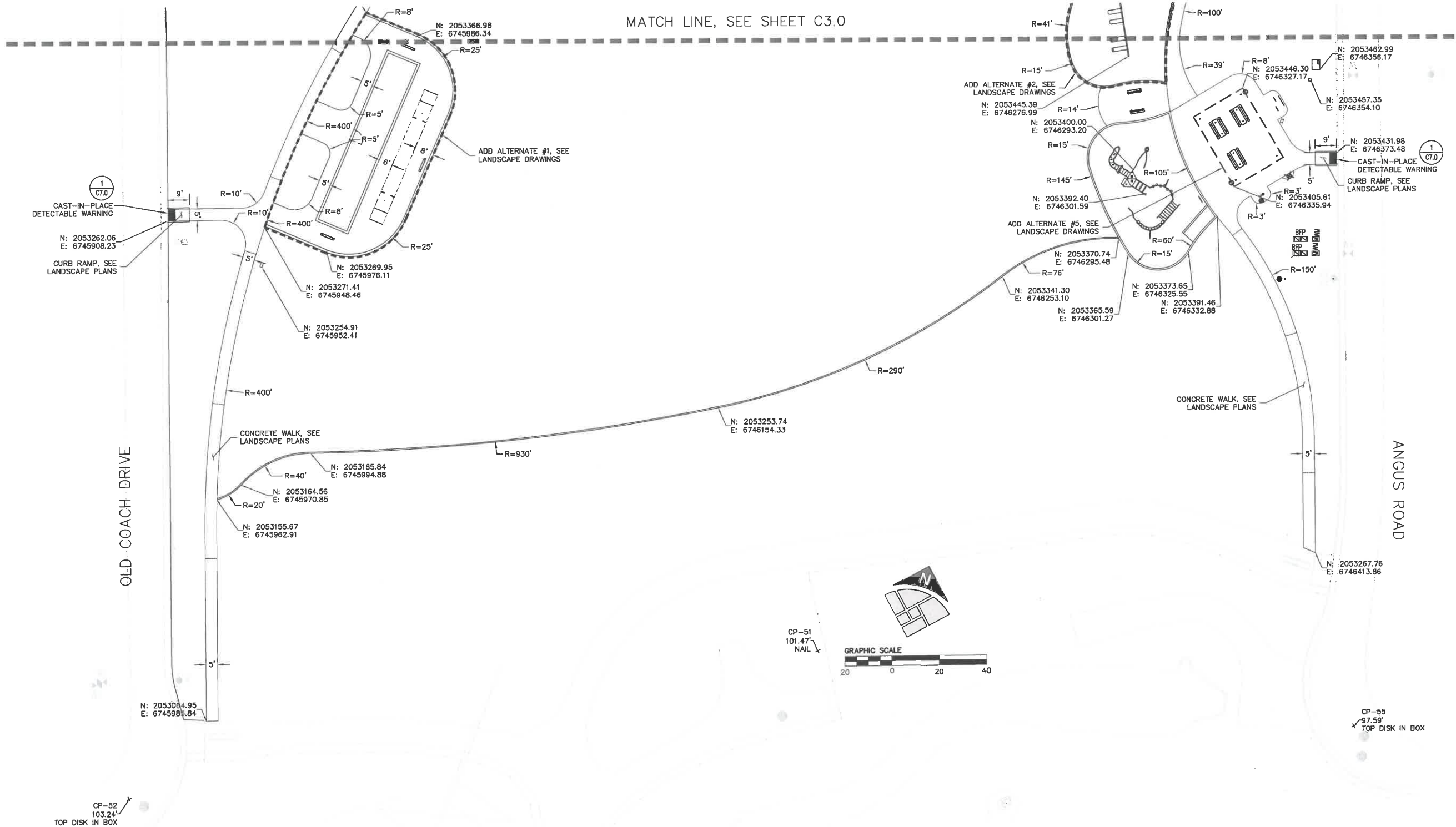
STAKING AND
REFERENCE PLAN

Date: 2/14/21
Project Number: 18-1629
Scale: AS SHOWN

C3.0



CONTROL POINTS			
POINT #	DESCRIPTION	NORTHING	EASTING
CP-50	NAIL & SHINER	2053695.65	6745998.17
CP-51	NAIL	2053167.72	6746224.49
CP-52	TOP DISK IN BOX	2053023.92	6745964.10
CP-53	TOP DISK IN BOX	2053452.82	6745849.07
CP-55	TOP DISK IN BOX	2053202.44	6746450.94



CONTROL POINTS				
POINT #	DESCRIPTION	NORTHING	EASTING	
CP-50	NAIL & SHINER	2053695.65	6745998.17	
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CP-55	TOP DISK IN BOX	2053202.44	6746450.94	

**R.G. Phillips Park
Park Site F-52**
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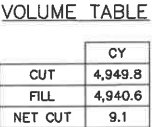
No.	Description	Date
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STAKING AND
REFERENCE PLAN

Date: 2/2/21

Project Number: 18-1629

Scale: AS SHOWN

[illegible]

City of Roseville Approval

GRADING AND
DRAINAGE PLAN

Date: 20/01/21
Project Number: 18-1629
Scale: AS SHOWN

GRADING AND
DRAINAGE PLAN

Date: 2/27/2012/1
Project Number: 18-1629
Scale: AS SHOWN

C4.0

C4.0

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Park Site F-52**
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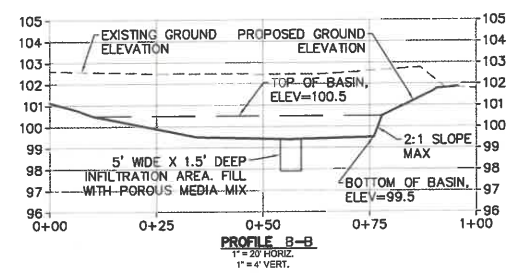
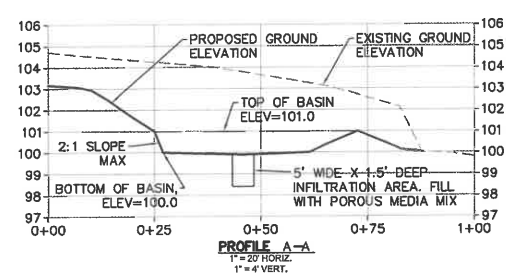
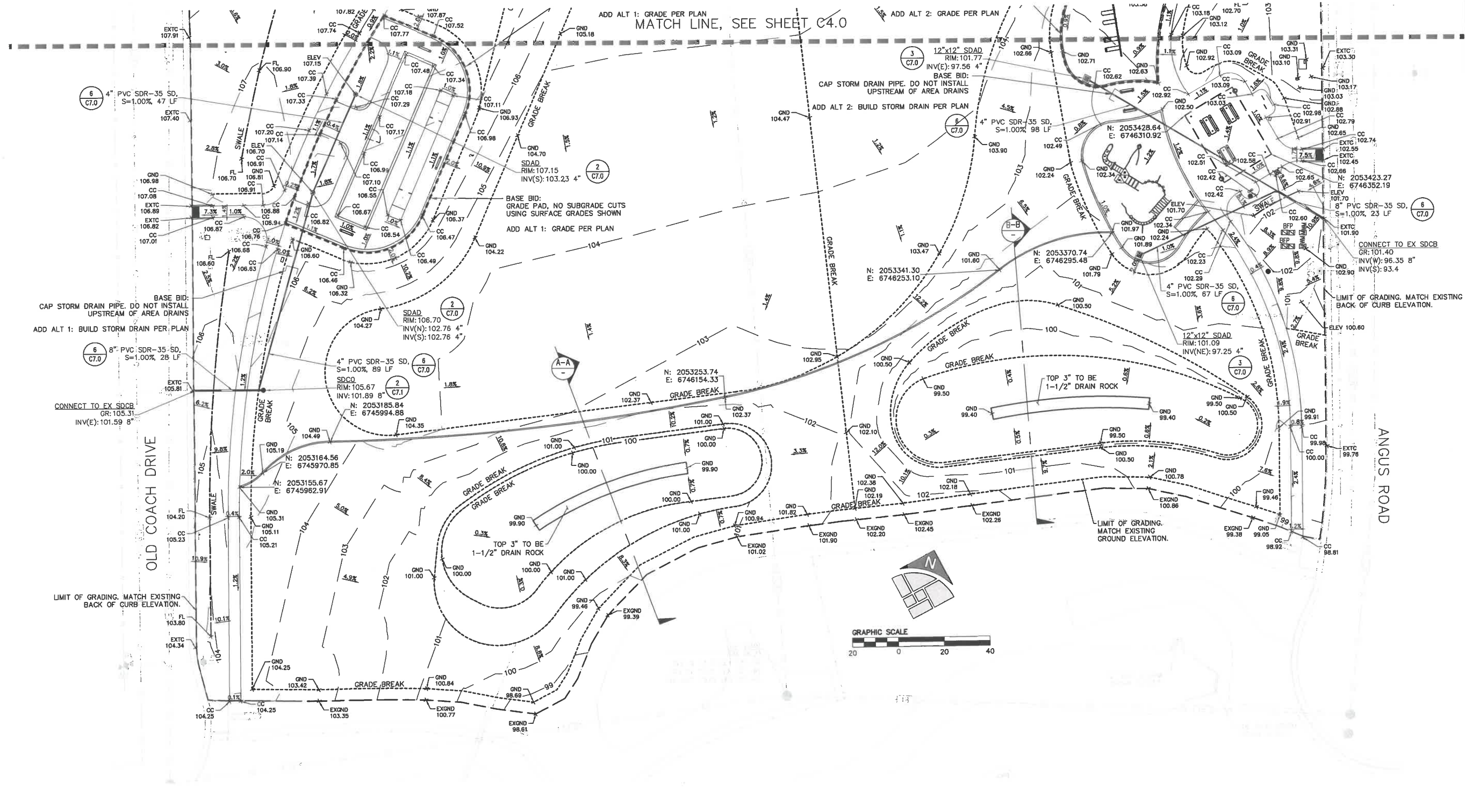


**GRADING AND
DRAINAGE PLAN**

Date: 2/23/21
Project Number: 18-1629
Scale: AS SHOWN

For Council Approval
Do Not Use for Bidding

C4.1



VOLUME TABLE

	CY
CUT	4,949.8
FILL	4,940.6
NET CUT	9.1

**R.G. Phillips Park
Park Site F-52**

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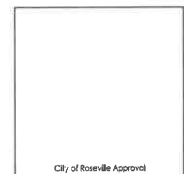
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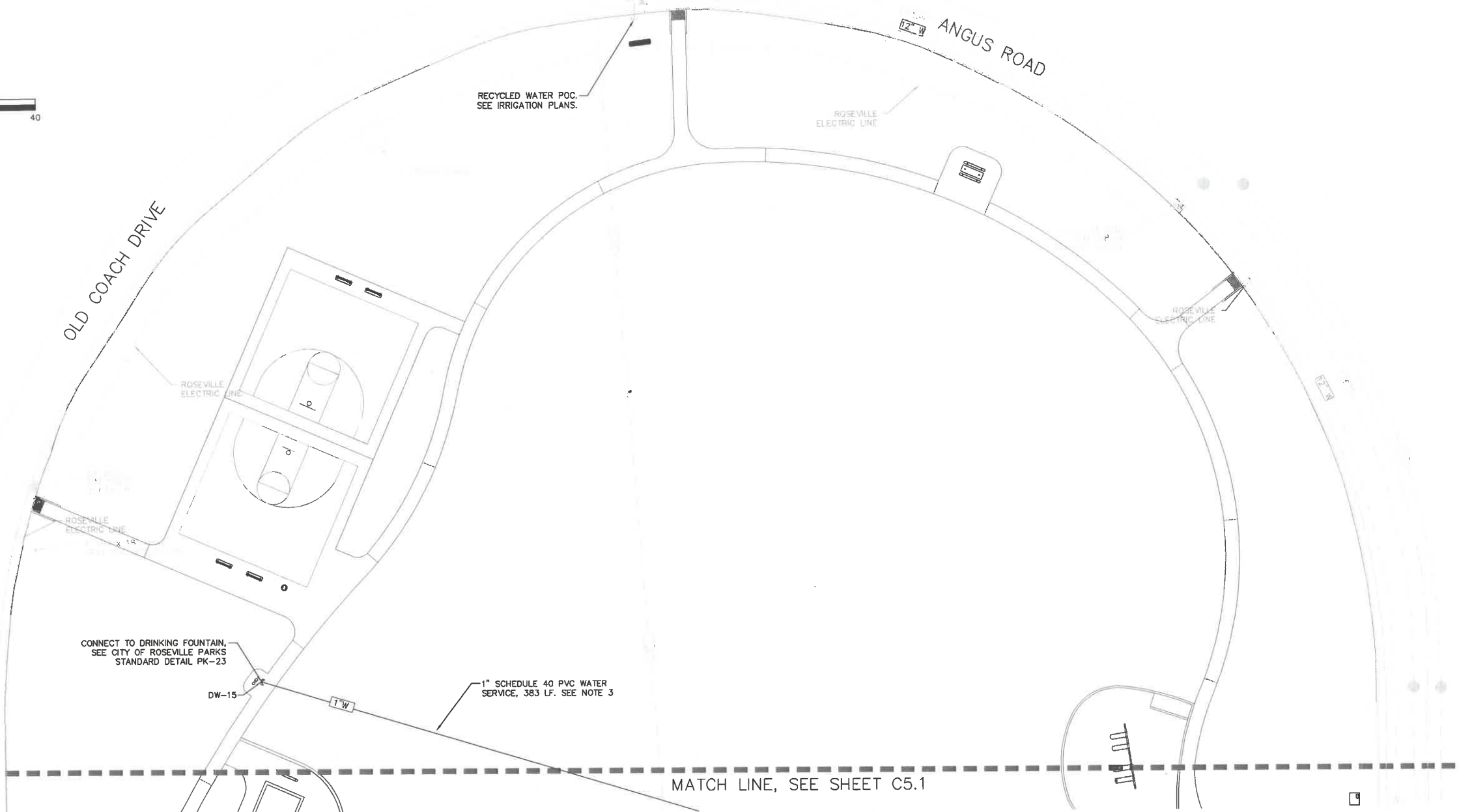
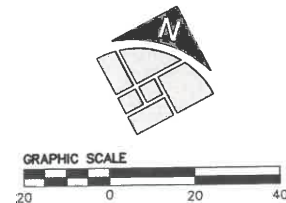
No.	Description	Date



UTILITY PLAN

Date: 2/29/21
Project Number: 18-1629
Scale: AS SHOWN

C5.0



DOMESTIC WATER POINT TABLE			
POINT NO.	INVERT	NORTHING	EASTING
DW-10	98.500	2053385.95	6746367.95
DW-11	98.500	2053384.92	6746364.44
DW-12	98.500	2053393.55	6746358.65
DW-13	98.500	2053393.50	6746347.52
DW-14	98.500	2053402.85	6746347.48
DW-15	104.000	2053391.80	6745964.42

NOTES:

- SEE CITY OF ROSEVILLE PARK STANDARD DETAIL PK-6 AND PK-5 FOR UTILITY TRENCH AND BACKFILL.
- REFER TO CITY OF ROSEVILLE PUBLIC WORKS DESIGN AND CONSTRUCTION STANDARDS FOR ACCEPTED BACKFLOW PREVENTION DEVICES.
- WHERE DOMESTIC WATER PIPE PASSES UNDER PROPOSED CONCRETE, SLEEVE THE PVC PIPE IN 2-1/2 INCH DUCTILE IRON PIPE.

ABBREVIATIONS

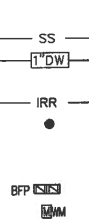
BFP	BACKFLOW PREVENTER	POC	POINT OF CONNECTION
BOT	BOTTOM	PVC	POLYVINYL CHLORIDE
BW	BACK OF WALK	R	RADIUS
CC	CONCRETE	RCP	REINFORCED CONCRETE PIPE
DIA	DIAMETER	RIM	ELEVATION
DW	DOMESTIC WATER	RPBFP	REDUCED PRESSURE BACKFLOW PREVENTER
E	EAST	S	SLOPE
EX	EXISTING	SD	STORM DRAIN
EXGND	EXISTING GROUND	SDAD	STORM DRAIN AREA DRAIN
EXTC	EXISTING TOP OF CURB	SDCB	STORM DRAIN CATCH BASIN
FC	FACE OF CURB	SDMH	STORM DRAIN MANHOLE
FH	FIRE HYDRANT	SD	SQUARE
FL	FLOWLINE	SS	SANITARY SEWER
GB	GRADE BREAK	SSCO	SANITARY SEWER CLEANOUT
GND	GROUND	SSMH	SANITARY SEWER MANHOLE
GR	GRATE	TC	TOP OF CURB
HP	HIGH POINT	TYP	TYPICAL
INV	INVERT	VCP	VITRIFIED CLAY PIPE
IRR	IRRIGATION	W	WEST
LF	LINEAR FEET	WM	WATER METER
N	NORTH	WV	WATER VALVE
NPW	NON-POTABLE WATER		
OC	ON CENTER		

LEGEND:

EXISTING

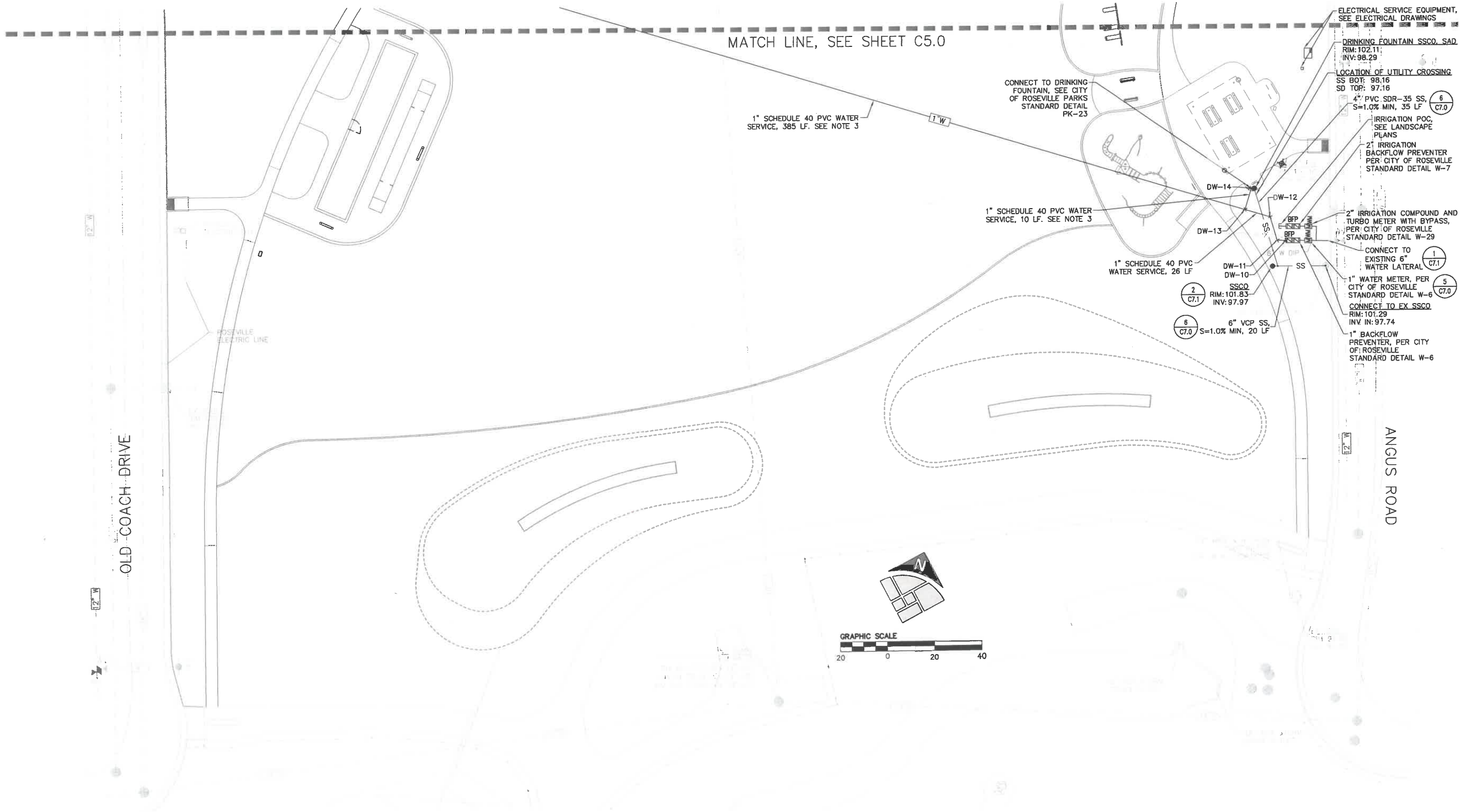


PROPOSED



ELECTRICAL LINE
SEWER LINE
DOMESTIC WATER LINE
STORM DRAIN LINE
IRRIGATION LINE
CLEANOUT
STORM DRAIN PLAY AREA DRAIN
STORM DRAIN AREA DRAIN
DOMESTIC WATER/IRRIGATION BACKFLOW PREVENTER
WATER METER
EXISTING MANHOLE
EXISTING STORM DRAIN INLET
EXISTING WATER METER
EXISTING WATER VALVE
EXISTING FIRE HYDRANT

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DOMESTIC WATER POINT TABLE			
POINT NO.	INVERT	NORTHING	EASTING
DW-10	98.500	2053385.95	6746367.95
DW-11	98.500	2053384.92	6746364.44
DW-12	98.500	2053393.55	6746358.65
DW-13	98.500	2053393.50	6746347.52
DW-14	98.500	2053402.85	6746347.48
DW-15	104.000	2053391.80	6745964.42

- NOTES:
- SEE CITY OF ROSEVILLE PARK STANDARD DETAIL PK-6 AND PK-5 FOR UTILITY TRENCH AND BACKFILL.
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 - WHERE DOMESTIC WATER PIPE PASSES UNDER PROPOSED CONCRETE, SLEEVE THE PVC PIPE IN 2-1/2 INCH DUCTILE IRON PIPE.

ABBREVIATIONS	
BFP	BACKFLOW PREVENTER
BOT	BOTTOM
BW	BACK OF WALK
CC	CONCRETE
DIA	DIAMETER
DW	DOMESTIC WATER
E	EAST
EX	EXISTING
EXGND	EXISTING GROUND
EXTC	EXISTING TOP OF CURB
FC	FACE OF CURB
FH	FIRE HYDRANT
FL	FLOWLINE
GB	GRADE BREAK
GND	GROUND
GR	GRATE
HP	HIGH POINT
INV	INVERT
IRR	IRRIGATION
LF	LINEAR FEET
N	NORTH
NPW	NON-POTABLE WATER
OC	ON CENTER
POC	POINT OF CONNECTION
PVC	POLYVINYL CHLORIDE
R	RADIUS
RCP	REINFORCED CONCRETE PIPE
RIM	ELEVATION
RPBFP	REDUCED PRESSURE BACKFLOW PREVENTER
S	SLOPE
SD	STORM DRAIN
SDAD	STORM DRAIN AREA DRAIN
SDCB	STORM DRAIN CATCH BASIN
SDMH	STORM DRAIN MANHOLE
SQ	SQUARE
SS	SANITARY SEWER
SSCO	SANITARY SEWER CLEANOUT
SSMH	SANITARY SEWER MANHOLE
TC	TOP OF CURB
TYP	TYPICAL
VCP	VITRIFIED CLAY PIPE
W	WEST
WM	WATER METER
WV	WATER VALVE

LEGEND:		
EXISTING	PROPOSED	
		ELECTRICAL LINE
		SEWER LINE
		DOMESTIC WATER LINE
		STORM DRAIN LINE
		IRRIGATION LINE
		CLEANOUT
		STORM DRAIN PLAY AREA DRAIN
		STORM DRAIN AREA DRAIN
		DOMESTIC WATER/IRRIGATION BACKFLOW PREVENTER
		WATER METER
		EXISTING MANHOLE
		EXISTING STORM DRAIN INLET
		EXISTING WATER METER
		EXISTING WATER VALVE
		EXISTING FIRE HYDRANT

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R.G. Phillips Park
Park Site F-52
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No.	Description	Date

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UTILITY PLAN

Date: 20/11/21
Project Number: 18-1629
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Park Site F-52**

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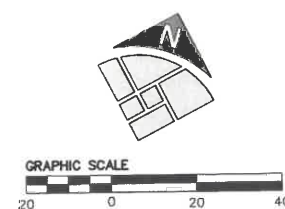
Issuances & Revisions

No.	Description	Date

EROSION AND
SEDIMENT CONTROL
PLAN

Date: 2/2/21
Project Number: 18-1629
Scale: AS SHOWN

C6.0



STORM DRAIN
INLET PROTECTION
2
C6.2

FIBER ROLL
TYP
1
C6.2

STORM DRAIN
INLET PROTECTION
2
C6.2

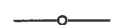
4
C7.0
STABILIZED
CONSTRUCTION
ENTRANCE

MATCH LINE, SEE SHEET C6.1

LEGEND



STORM DRAIN INLET PROTECTION,
SEE DETAIL 2, SHEET C4.2

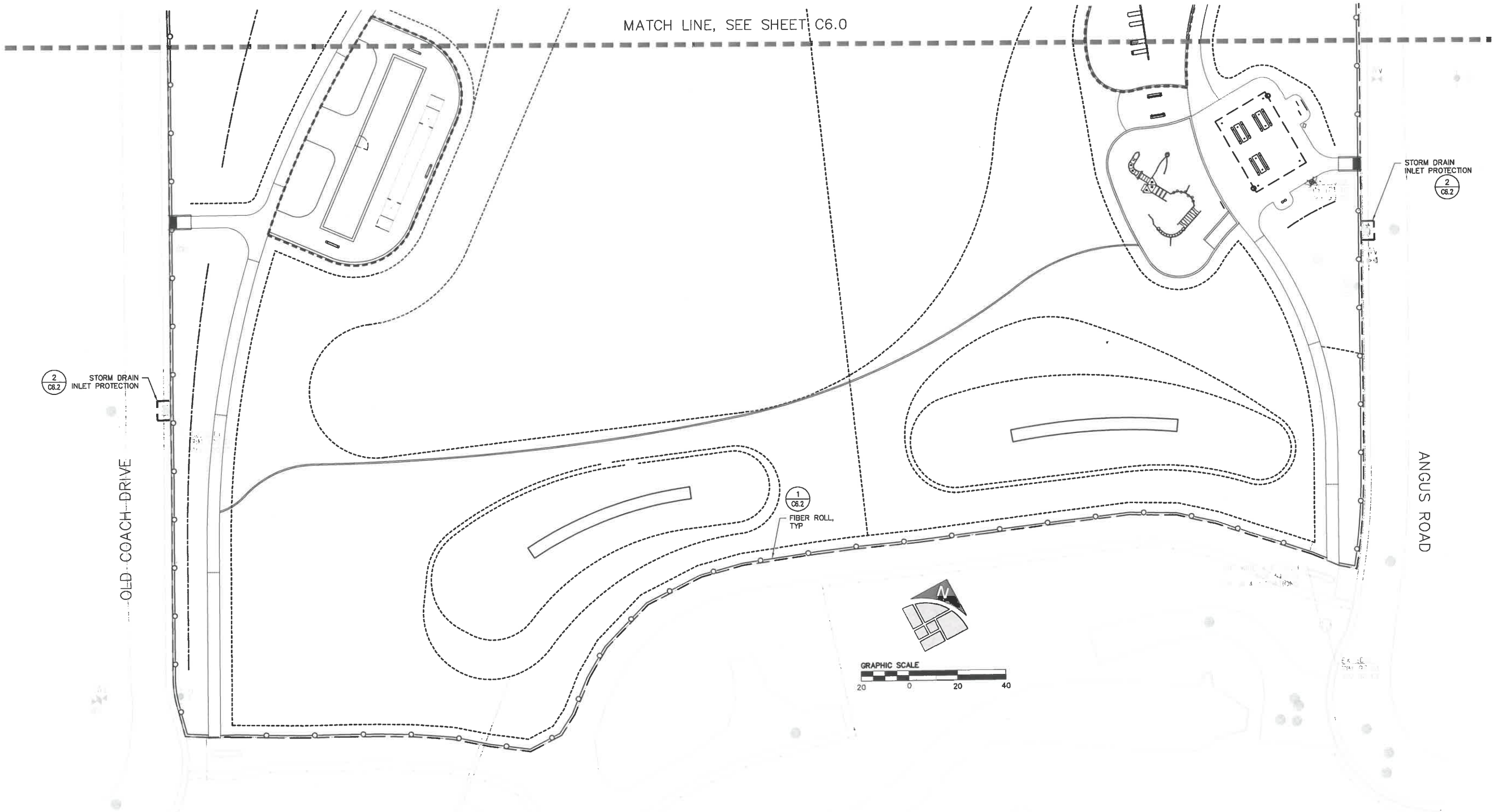


FIBER ROLL,
SEE DETAIL 1, SHEET C4.2

EROSION CONTROL NOTES:

1. CONTRACTOR SHALL IMPLEMENT CONSTRUCTION SITE BEST MANAGEMENT PRACTICES (BMPs) FOR EROSION AND SEDIMENT CONTROL AND GOOD HOUSEKEEPING THROUGHOUT THE DURATION OF THE PROJECT. CONSTRUCTION MATERIALS, EQUIPMENT, AND VEHICLES SHALL BE PROPERLY MAINTAINED AND MANAGED IN ACCORDANCE WITH THE BMPs AND ALL OTHER APPLICABLE REQUIREMENTS.
2. TEMPORARY EROSION CONTROL FACILITIES AND MEASURES ARE TO BE INSTALLED AND OPERABLE PRIOR TO EXPOSING SUBGRADE (OR AGGREGATE BASE LAYER) AND SHALL BE MAINTAINED UNTIL INSTALLATION OF THE PERMANENT PROJECT PAVING AND LANDSCAPING.
3. ALL DRAINAGE INLETS IMMEDIATELY DOWNSTREAM OF THE WORK AREAS AND WITHIN THE WORK AREAS SHALL BE PROTECTED WITH SEDIMENT CONTROL AND INLET FILTER BAGS, THROUGHOUT THE DURATION OF THE PROJECT.
4. AS PART OF THE GRADING OPERATIONS, THE CONTRACTOR SHALL ENSURE THAT THE SITE IS WATERED PRIOR TO THE COMMENCEMENT OF GRADING, AND THAT A WATER VEHICLE AND STREET SWEEPER FOR DUST CONTROL AND PAVEMENT CLEANING ARE KEPT READILY AVAILABLE AT ALL TIMES DURING CONSTRUCTION.
5. ALL PAVED AREAS SHALL BE KEPT CLEAR OF EARTH MATERIALS AND DEBRIS. THE SITE SHALL BE MAINTAINED SO AS TO MINIMIZE SEDIMENT LADEN RUNOFF ENTERING THE STORM DRAIN SYSTEM.
6. ALL CONCRETE SLURRY SHALL BE CONTAINED IN CONCRETE WASH-OUT AREAS DESIGNATED ON-SITE.
7. STOCKPILED EARTHEN MATERIAL SHALL BE COVERED WITH A TARP, AND HELD DOWN WITH FIBER ROLLS AND SAND BAGS, TO ELIMINATE DUST. KEEP STOCKPILES AWAY FROM WATER BODIES AND STORM DRAINS.
8. HAZARDOUS MATERIALS MUST BE KEPT IN CLOSED CONTAINERS THAT ARE COVERED AND WITHIN SECONDARY CONTAINMENT. DO NOT PLACE CONTAINERS DIRECTLY ON SOIL.
9. LOCATE PORTABLE TOILETS AWAY FROM STORM DRAINS. TIE OR STAKE PORTABLE TOILETS TO PREVENT TIPPING, AND EQUIP UNITS WITH OVERFLOW PAN/TRAY.
10. PREVENT EQUIPMENT FLUID LEAKS INTO GROUND BY PLACING DRIP PANS OR PLASTIC TARPS UNDER EQUIPMENT. IMMEDIATELY CLEANUP ANY SPILLS OR DRIPS.
11. DESIGNATE WASTE COLLECTION AREAS ON SITE. USE WATERTIGHT DUMPSTERS AND TRASH CANS. PERIODICALLY INSPECT FOR LEAKS. COVER THESE ITEMS AT THE END OF EACH WORK DAY AND WHEN IT IS RAINING OR WINDY. ARRANGE FOR REGULAR WASTE COLLECTION. PICK UP SITE LITTER DAILY.
12. ACCESS TO AND FROM THE SITE FOR CONSTRUCTION SHALL BE LIMITED TO THE LOCATION SHOWN ON THESE PLANS. CONTRACTOR SHALL MAINTAIN A CLEAN SURFACE AT THE CONSTRUCTION ENTRANCE AND SHALL PROVIDE AND MAINTAIN FACILITIES TO PREVENT SOIL, MUD, AGGREGATE BASE, HOT MIX ASPHALT, CONCRETE SPLASH AND OTHER CONSTRUCTION DEBRIS FROM BEING DEPOSITED ONTO THE ROADWAY SURFACE. STREET OR DRY SWEEPING WILL BE IMMEDIATELY PERFORMED BY THE CONTRACTOR IF SITE SOILS OR CONSTRUCTION DEBRIS IS OBSERVED AT ANY TIME WITHIN 500 FT OF THE SITE ENTRANCE.
13. ALL STORMWATER CONTROL FACILITIES SHALL BE INSPECTED BY THE CONTRACTOR AND REPAIRED AS REQUIRED AT THE CONCLUSION OF EACH WORKING DAY DURING THE RAINY SEASON. THE CONTRACTOR SHALL INSPECT THE STORMWATER CONTROL FACILITIES AND MAKE NECESSARY REPAIRS THERE TO PRIOR TO ANTICIPATED STORMS, AND SHALL PERIODICALLY INSPECT THE SITE AT REASONABLE INTERVALS DURING STORMS OF EXTENDED DURATION. REPAIRS TO DAMAGED FACILITIES SHALL BE MADE IMMEDIATELY UPON DISCOVERY. CONTRACTOR SHALL REMOVE ANY ACCUMULATION OF SILT OR DEBRIS FROM THE SEDIMENT TRAPS BEFORE AND AFTER EACH STORM.
14. THE SWPPP SHALL BE IMPLEMENTED AND MONITORED BY THE CONTRACTOR AND SHALL BE A "LIVING DOCUMENT" REFLECTING THE STATUS OF CONSTRUCTION WORK AS IT PROGRESSES.

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LEGEND



STORM DRAIN INLET PROTECTION,
SEE DETAIL 2, SHEET C4.2



FIBER ROLL,
SEE DETAIL 1, SHEET C4.2

EROSION CONTROL NOTES:

1. CONTRACTOR SHALL IMPLEMENT CONSTRUCTION SITE BEST MANAGEMENT PRACTICES (BMPs) FOR EROSION AND SEDIMENT CONTROL AND GOOD HOUSEKEEPING THROUGHOUT THE DURATION OF THE PROJECT. CONSTRUCTION MATERIALS, EQUIPMENT, AND VEHICLES SHALL BE PROPERLY MAINTAINED AND MANAGED IN ACCORDANCE WITH THE BMPs AND ALL OTHER APPLICABLE REQUIREMENTS.
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7. STOCKPILED EARTHEN MATERIAL SHALL BE COVERED WITH A TARP, AND HELD DOWN WITH FIBER ROLLS AND SAND BAGS, TO ELIMINATE DUST. KEEP STOCKPILES AWAY FROM WATER BODIES AND STORM DRAINS.
8. HAZARDOUS MATERIALS MUST BE KEPT IN CLOSED CONTAINERS THAT ARE COVERED AND WITHIN SECONDARY CONTAINMENT. DO NOT PLACE CONTAINERS DIRECTLY ON SOIL.
9. LOCATE PORTABLE TOILETS AWAY FROM STORM DRAINS. TIE OR STAKE PORTABLE TOILETS TO PREVENT TIPPING, AND EQUIP UNITS WITH OVERFLOW PAN/TRAY.
10. PREVENT EQUIPMENT FLUID LEAKS INTO GROUND BY PLACING DRIP PANS OR PLASTIC TARPS UNDER EQUIPMENT. IMMEDIATELY CLEANUP ANY SPILLS OR DRIPS.
11. DESIGNATE WASTE COLLECTION AREAS ON SITE. USE WATERTIGHT DUMPSTERS AND TRASH CANS. PERIODICALLY INSPECT FOR LEAKS. COVER THESE ITEMS AT THE END OF EACH WORK DAY AND WHEN IT IS RAINING OR WINDY. ARRANGE FOR REGULAR WASTE COLLECTION. PICK UP SITE LITTER DAILY.
12. ACCESS TO AND FROM THE SITE FOR CONSTRUCTION SHALL BE LIMITED TO THE LOCATION SHOWN ON THESE PLANS. CONTRACTOR SHALL MAINTAIN A CLEAN SURFACE AT THE CONSTRUCTION ENTRANCE AND SHALL PROVIDE AND MAINTAIN FACILITIES TO PREVENT SOIL, MUD, AGGREGATE BASE, HOT MIX ASPHALT, CONCRETE SPLASH AND OTHER CONSTRUCTION DEBRIS FROM BEING DEPOSITED ONTO THE ROADWAY SURFACE. STREET OR DRY SWEEPING WILL BE IMMEDIATELY PERFORMED BY THE CONTRACTOR IF SITE SOILS OR CONSTRUCTION DEBRIS IS OBSERVED AT ANY TIME WITHIN 500 FT OF THE SITE ENTRANCE.
13. ALL STORMWATER CONTROL FACILITIES SHALL BE INSPECTED BY THE CONTRACTOR AND REPAIRED AS REQUIRED AT THE CONCLUSION OF EACH WORKING DAY DURING THE RAINY SEASON. THE CONTRACTOR SHALL INSPECT THE STORMWATER CONTROL FACILITIES AND MAKE NECESSARY REPAIRS THERETO PRIOR TO ANTICIPATED STORMS, AND SHALL PERIODICALLY INSPECT THE SITE AT REASONABLE INTERVALS DURING STORMS OF EXTENDED DURATION. REPAIRS TO DAMAGED FACILITIES SHALL BE MADE IMMEDIATELY UPON DISCOVERY. CONTRACTOR SHALL REMOVE ANY ACCUMULATION OF SILT OR DEBRIS FROM THE SEDIMENT TRAPS BEFORE AND AFTER EACH STORM.
14. THE SWPPP SHALL BE IMPLEMENTED AND MONITORED BY THE CONTRACTOR AND SHALL BE A "LIVING DOCUMENT" REFLECTING THE STATUS OF CONSTRUCTION WORK AS IT PROGRESSES.

MATCH LINE, SEE SHEET C6.0

STORM DRAIN
INLET PROTECTION
2
C6.2

ANGUS ROAD

OLD COACH DRIVE

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EN - 18-0892
BD -

R.G. Phillips Park
Park Site F-52
Construction Documents 100%

1200 Old Coach Drive, Roseville, CA

Stamp



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Issuances & Revisions

No.	Description	Date



EROSION AND
SEDIMENT CONTROL
PLAN

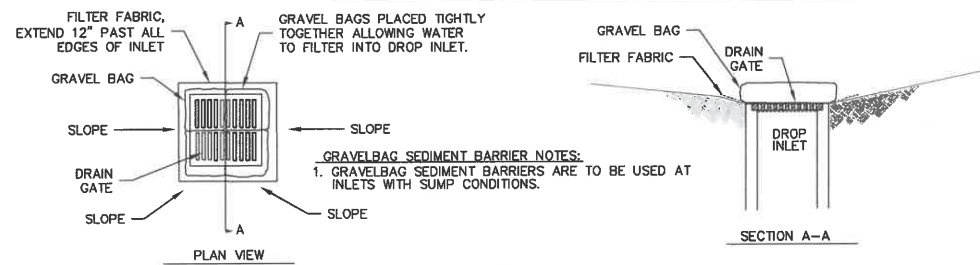
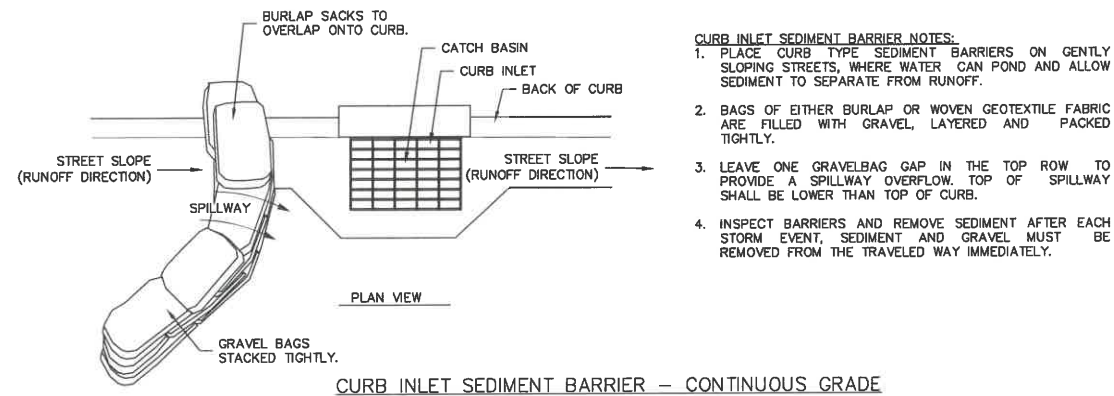
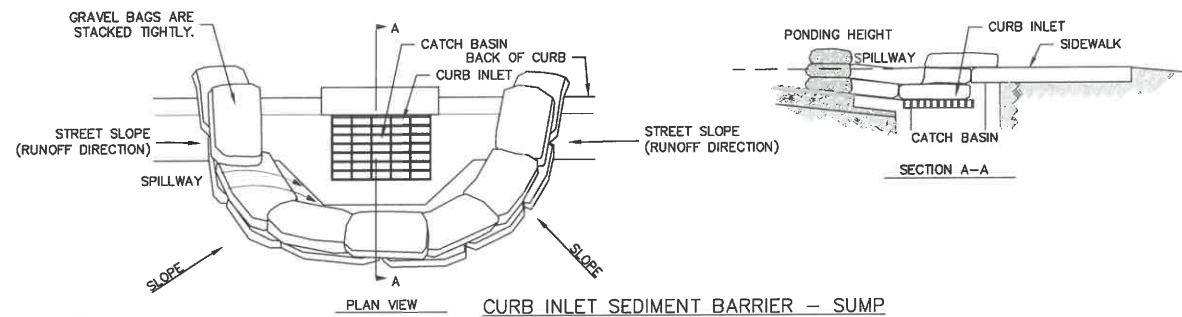
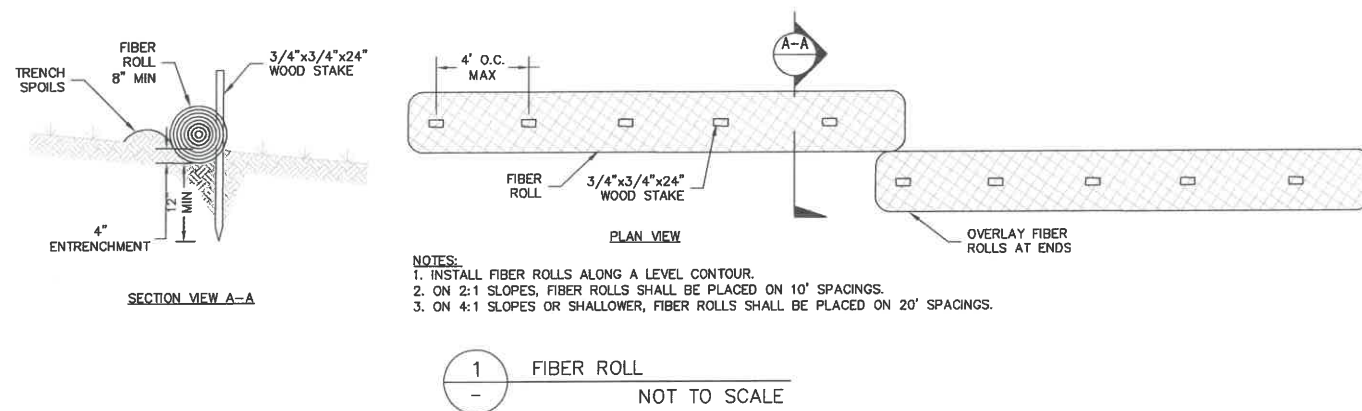
Date: 20/01/21
Project Number: 18-1629
Scale: AS SHOWN

C6.1

For Council Approval
Do Not Use for Bidding

**R.G. Phillips Park
Park Site F-52**
Construction Documents 100%

1200 Old Coach Drive, Roseville, CA



DRAINAGE INLET GRAVELBAG SEDIMENT BARRIER

2 STORM DRAIN INLET PROTECTION
NOT TO SCALE

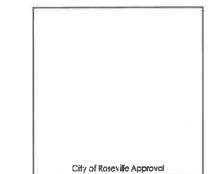
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No.	Description	Date

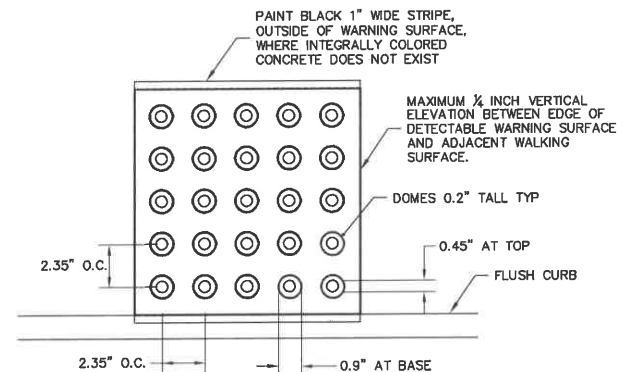


EROSION CONTROL
DETAILS

Date: 2/14/21
Project Number: 18-1629
Scale: AS SHOWN

For County Approval
Do Not Use for Bidding

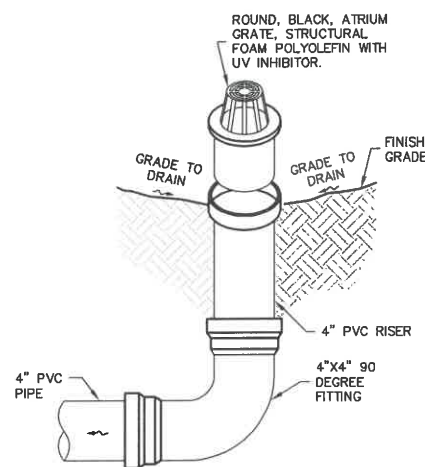
R.G. Phillips Park
Park Site F-52
Construction Documents 100%
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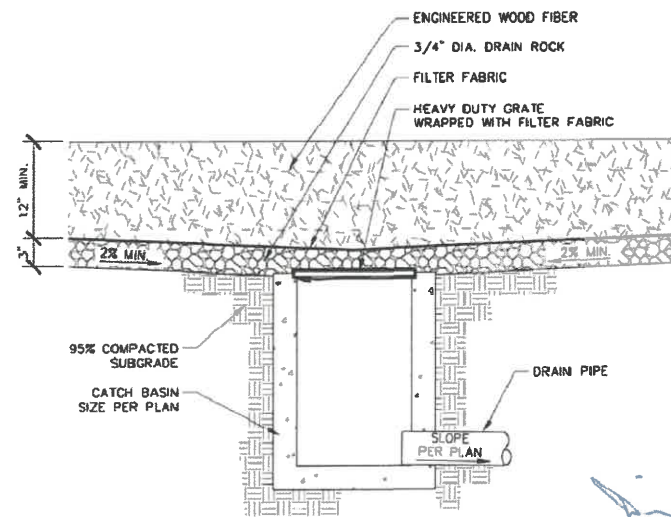
NOTES:

1. DETECTABLE WARNING SURFACE SHALL BE CAST-IN PLACE OR SURFACE APPLIED, AS NOTED ON PLAN, WITHIN CONCRETE ARMOR-TILE OR APPROVED EQUAL.
2. COLOR OF DETECTABLE WARNING SURFACE SHALL BE YELLOW CONFORMING TO FS33538 OF FEDERAL STD. 595C.
3. DETECTABLE WARNING SURFACE SHALL BE SLIP-RESISTANT.
4. DETECTABLE WARNING SURFACE SHALL DIFFER FROM ADJOINING SURFACES IN RESILIENCY OR SOUND-ON-CANE CONTACT.

1 CAST-IN-PLACE DETECTABLE WARNING SURFACE
NOT TO SCALE



2 LANDSCAPING AREA DRAIN
NOT TO SCALE



DION LOUTHAN, CPRP
PARKS, RECREATION & LIBRARIES DIRECTOR

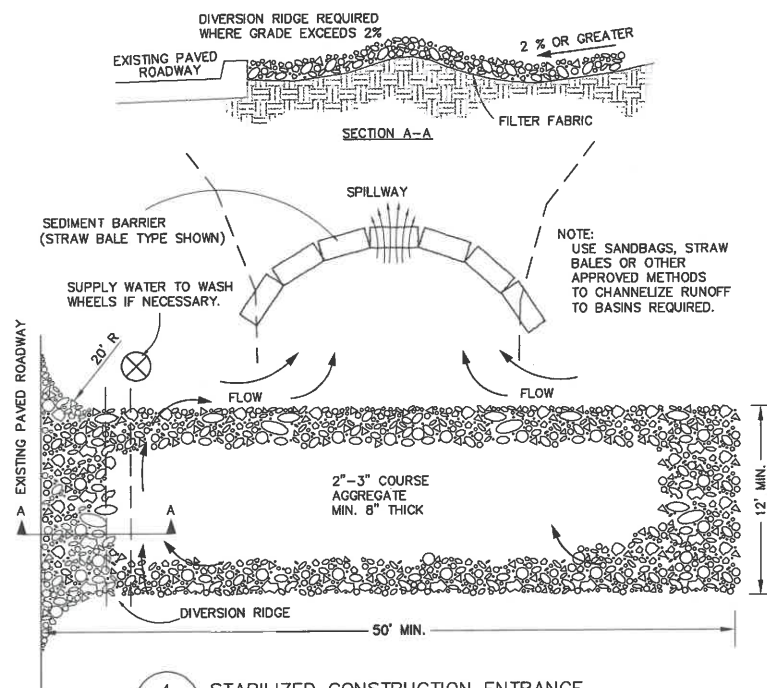
CITY OF
ROSEVILLE
CALIFORNIA
PARKS, RECREATION, & LIBRARIES
DEPARTMENT

**PLAY AREA
DRAIN**

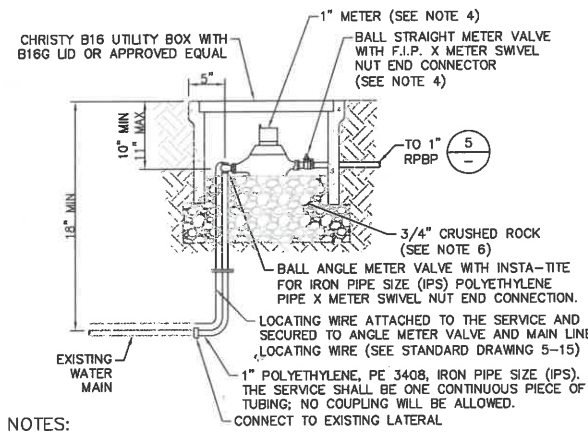
SCALE: NONE
REVISED: JULY 2017
REVIEWED BY: T. CEE
APPROVED BY: D. LOUTHAN

PK-37

3 PLAY AREA STORM DRAIN
NOT TO SCALE



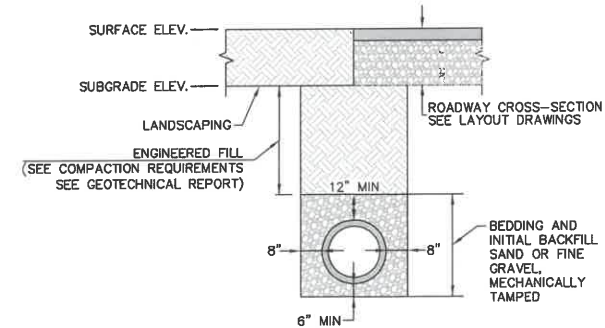
4 STABILIZED CONSTRUCTION ENTRANCE
NOT TO SCALE



NOTES:

1. ALL VALVES AND FITTINGS SHALL BE MUELLER UNLESS OTHERWISE SPECIFIED.
2. THE SERVICE LINE SHALL BE ENCASED IN SAND TO A DEPTH OF 3" BELOW AND 6" ABOVE THE PIPE. THE SAND SHALL HAVE A MINIMUM SAND EQUIVALENCY OF 30.
3. CONTRACTOR TO FURNISH AND INSTALL METER BOX. CITY TO FURNISH AND INSTALL METER AND BALL STRAIGHT METER VALVE.
4. SEE CONSTRUCTION PLANS FOR METER LOCATION.
5. CRUSHED ROCK SHALL BE INSTALLED TO A DEPTH OF 4" BELOW THE BOX AND WITHIN THE BOX TO A DEPTH TO SUPPORT THE WATER METER. THE LENGTH OF THE SERVICE PIPING WITHIN THE LIMITS OF THE CRUSHED ROCK SHALL BE WRAPPED WITH 10 MIL VINYL TAPE.

5 STANDARD WATER SERVICE
NOT TO SCALE



NOTES:

1. IMPORTED OR ONSITE SELECT FILL MATERIAL SHALL HAVE THE FOLLOWING PROPERTIES:
 - BE FREE OF ORGANIC OR HAZARDOUS MATERIAL
 - CONTAIN NO ROCKS GREATER THAN 3 INCHES IN ITS LARGEST DIMENSION
 - LIQUID LIMIT LESS THAN 40
 - PLASTICITY INDEX LESS THAN 12
 - CONTAIN AT LEAST 20% FINES (PASSING THRU THE NO. 200 SIEVE)
 - APPROVED BY THE GEOTECHNICAL ENGINEER
2. WHERE PIPE BEDDING AND COVER MATERIAL WILL BE BELOW GROUNDWATER, CRUSHED ROCK WRAPPED IN FILTER FABRIC OR CALTRANS CLASS 2 PERMEABLE MATERIAL SHOULD BE USED. SEE GEOTECHNICAL RECOMMENDATIONS REGARDING UTILITY TRENCHES.
3. FOR DOMESTIC WATER, CONTRACTOR SHALL CONFORM TO CITY OF ROSEVILLE DETAIL W-1. FOR SANITARY SEWER, CONTRACTOR SHALL CONFORM TO CITY OF ROSEVILLE DETAIL SS-1.

6 UTILITY TRENCH
NOT TO SCALE

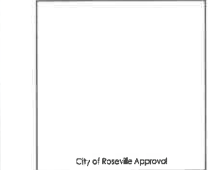
Stamp



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Issuances & Revisions

No.	Description	Date



**CONSTRUCTION
DETAILS**

Date: 20/01/21
Project Number: 18-1629
Scale: AS SHOWN

For Council Approval
Do Not Use for Bidding

C7.0

LAYOUT LEGEND

SYMBOL	DESCRIPTION	DETAIL
	L-101 Park Identification Sign Model: Per City Standard Detail PK-28 Mfr: Quick Crete Products, Norco, CA; Outdoor Creations Inc., Anderson, CA; or accepted equal.	PK-28/LS2.0
	L-102 Park Namesake Bio Sign. Information provided by City Mfr: By KVO Industries, Inc.	
	L-103 Lighting Standard Per Electrical, See Sheet E0.1. Layout per City Standard Detail PK-29	PK-29/LS2.0
	L-104 Bench with Back Model: SG303P, 6-foot, perforated pattern, PVC coated Mfr: Wabash Valley, or accepted equal Color: As selected by the City; Install: In-ground	PK-24/LS2.0
	L-105 Bench without Back Model: SG307P, 6-foot, perforated pattern, PVC coated Mfr: Wabash Valley, or accepted equal Color: As selected by the City; Install: In-ground	PK-24/LS2.0
	L-106 Picnic Table Model: SG206P, 8-foot, perforated pattern, PVC coated, no umbrella holes Mfr: Wabash Valley, or accepted equal Color: As selected by the City; Install: In-ground	PK-24/LS2.0
	L-107 ADA Accessible Picnic Table Model: SG207P, 8-foot, perforated pattern, PVC coated, no umbrella holes Mfr: Wabash Valley, or accepted equal Color: As selected by the City; Install: In-ground	PK-24/LS2.0
	L-108 Drinking Fountain Model: 440SM, dual bowl with recessed hose bibb and lock door, powder coated. Do not include jug filler or Zum drain. Mfr: Most Dependable Fountains, or accepted equal Color: As selected by the City; Install: Surface mount, with stainless steel carrier	PK-23/LS2.0
	L-109 Drinking Fountain with Sump Model: 440SM, dual bowl with recessed hose bibb and lock door, powder coated Mfr: Most Dependable Fountains, or accepted equal Color: As selected by the City; Install: Surface mount, with stainless steel carrier	5/LS2.2
	L-110 Trash Receptacle Model: Urbanscape - "FG Style" 32 Gallon Receptacle with Solid Dome Top Mfr: Wabash Valley, or accepted equal Color: As selected by the City; Install: Surface mount	
	L-111 Bike Rack Model: Ring Bike Rack, 2-bike capacity, 27" tall, 25" wide, powder coated Mfr: Landscape Forms, or accepted equal Color: As selected by the City; Install: In-ground	4/LS2.1
	L-112 Custom Steel Panel with Laser Cut Motorcycle Graphic	3/LS2.1
	L-113 Basketball Goal Model: 1513-26-29-44-35 Post: 1513, 6-foot-offset, dual post, galvanized Backboard: #26, 1/4" heavy-duty steel, rectangular, powder coat white Backboard Target & Perimeter: #29 Rim: #44, heavy-duty double rim Net: #35, super chain net Mfr: Patterson Williams; Install: In-Ground	5/LS2.1
	L-114 Basketball Court Line Paint Layout per City Standard Detail PK-55 Mfr: Per specifications	PK-55/LS2.1
	L-115 Bocce Court	3/LS2.2
	L-116 Horseshoe Pit Layout per City Standard Detail PK-53	PK-53/LS2.1
	L-117 Chain Link Fence at Horseshoe Pit See City Standard Details PK-53 and PK-40	PK-53/LS2.1 & PK-40/LS2.1
	L-118 Custom Play Area Access Ramp	1/LS2.1
	L-119 Play Area Curb	PK-36/LS2.0
	L-120 Concrete Mow Strip with VEE channels	2/LS2.2
	L-121 Concrete Mow Strip at Sports Courts	PK-27/LS2.0
SYMBOL	DESCRIPTION	DETAIL
	Decomposed Granite Paving Per City Standard Detail PK-33	PK-33/LS2.0
	Play Area Surfacing Engineered Wood Fiber, per City Standard. See specifications.	
	Concrete Paving Per City Standard Detail PK-31	PK-31/LS2.0

LAYOUT NOTES

- Contractors shall not scale drawings. Verify all dimensions and conditions in the field. Notify the Owner's representative of any discrepancies on drawings requiring clarification or revision before commencing with the work.
- Contractor shall protect all existing conditions that are to remain, and secure the property during construction.
- Verify all existing conditions and utilities in the field. Notify Owner's representative of any discrepancies that may occur.
- Contractor shall verify and locate all existing underground utilities and shall avoid damage to the same.
- All critical dimensions for existing conditions shall be verified in the field before fabrication or construction of new work.
- All work is new unless otherwise noted as "existing", "existing to remain", "(E)".
- Any discrepancy discovered by Contractor in these plans or any field conditions discovered by contractor that may delay or obstruct the proper completion of the work per these plans shall be brought to the attention of the Owner's representative immediately upon discovery. Said notification shall be in writing.
- Contractor shall independently review ground, topography, and tree conditions throughout the site, and assume wholly and unconditionally the risk of completing the work set out on these plans, regardless of rock, water table, or other conditions which contractor may encounter in the course of the work.
- Any excess materials shall be considered the property of the Contractor and shall be disposed of away from the job site in accordance with applicable local, state and federal regulations, at all times during construction and until final completion.
- Contractor to locate and install pipe sleeves under paving as needed in order to install irrigation piping according to irrigation plan.

	Expansion Joint	PK-32/LS2.0
	Score Joint	PK-32/LS2.0
	Planting Area	

Stamp



ISSUANCES & REVISIONS

No.	Description	Date



Layout
Notes & Legend

Date: 2/27/21/21
Project Number: 18-1629
Scale: AS SHOWN

LS1.0

R.G. Phillips Park
Park Site F-52
Construction Documents 100%
1200 Old Coach Drive, Roseville, CA

Stamp



Issuances & Revisions

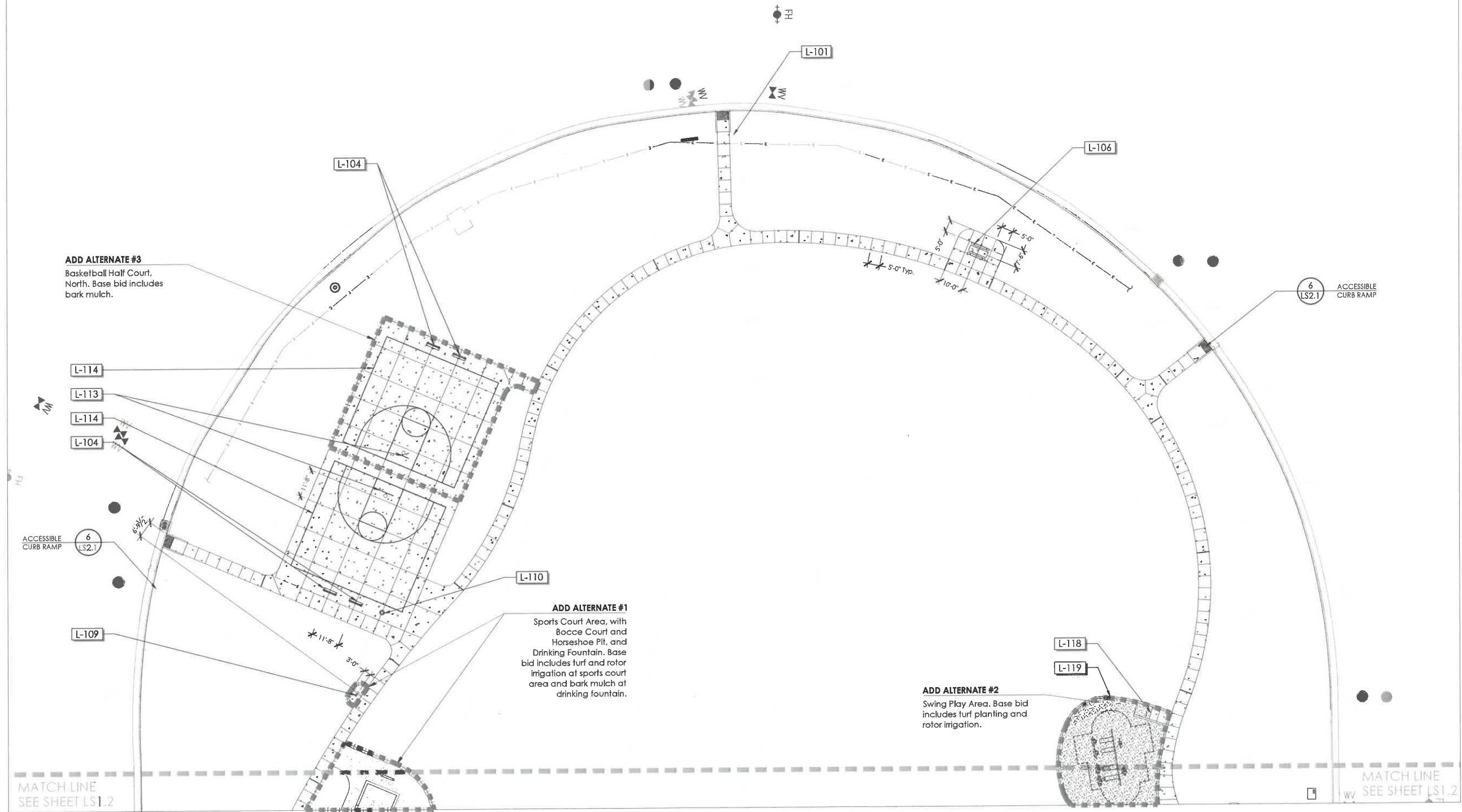
No.	Description	Date

City of Roseville Approved

Layout Plan - North

Date: 2/24/21
Project Number: 18-1629
Scale: AS SHOWN

LS1.1

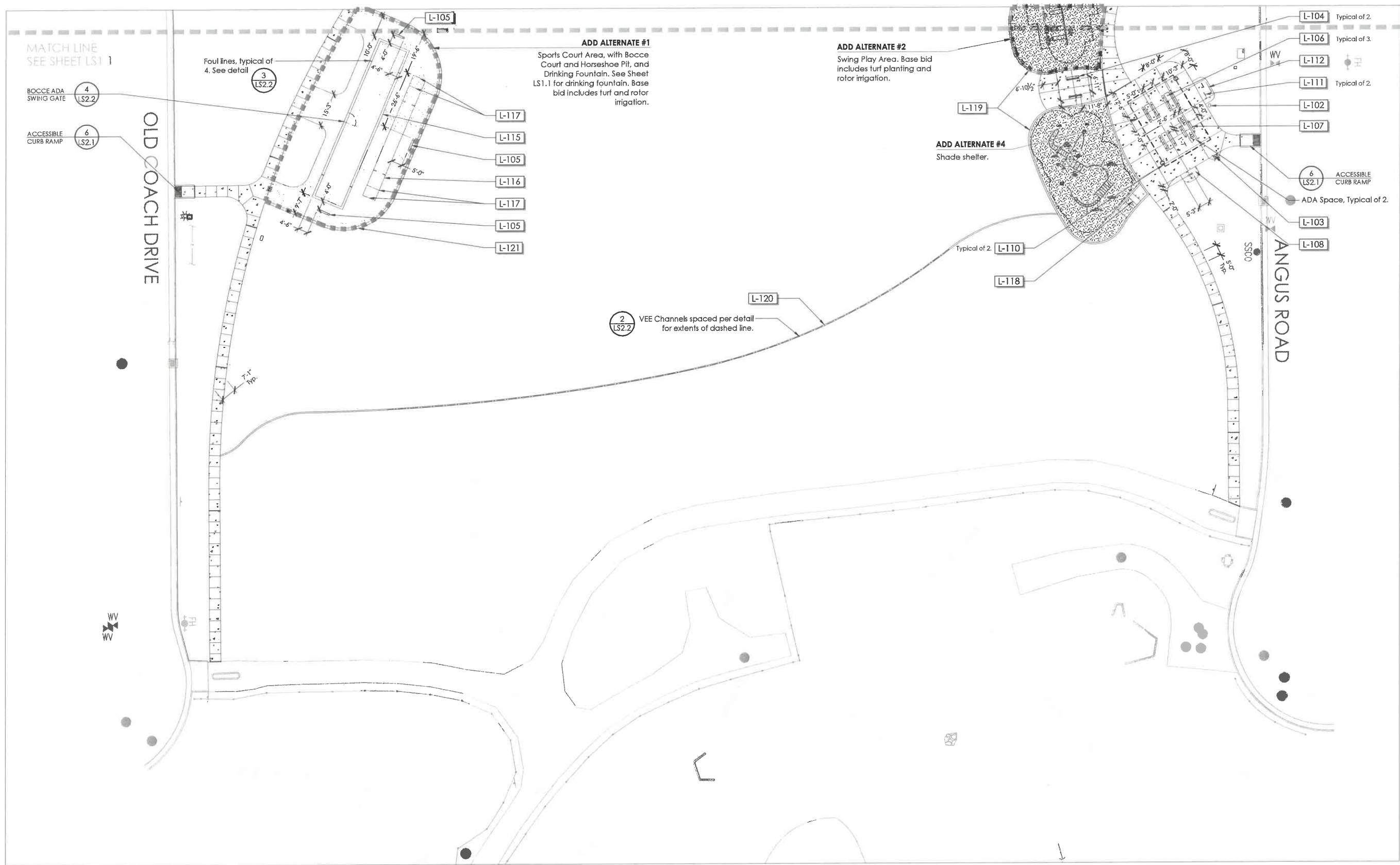


See sheet LS1.0 for
notes and legend.

0 20' 40'
Scale: 1" = 20'-0"



For Council Approval
Do Not Use for Bidding



See sheet LS1.0 for
notes and legend.

0 20' 40'
Scale: 1" = 20'-0"



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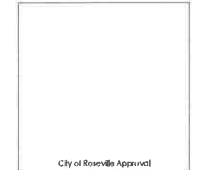
**R.G. Phillips Park
Park Site F-52**
Construction Documents 100%
1200 Old Coach Drive, Roseville, CA

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Issuances & Revisions

No.	Description	Date

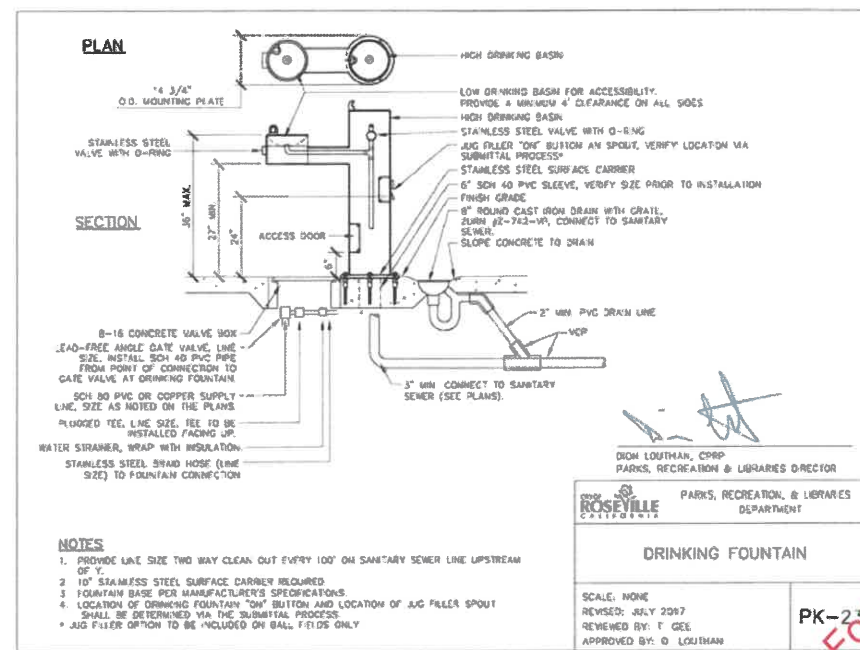
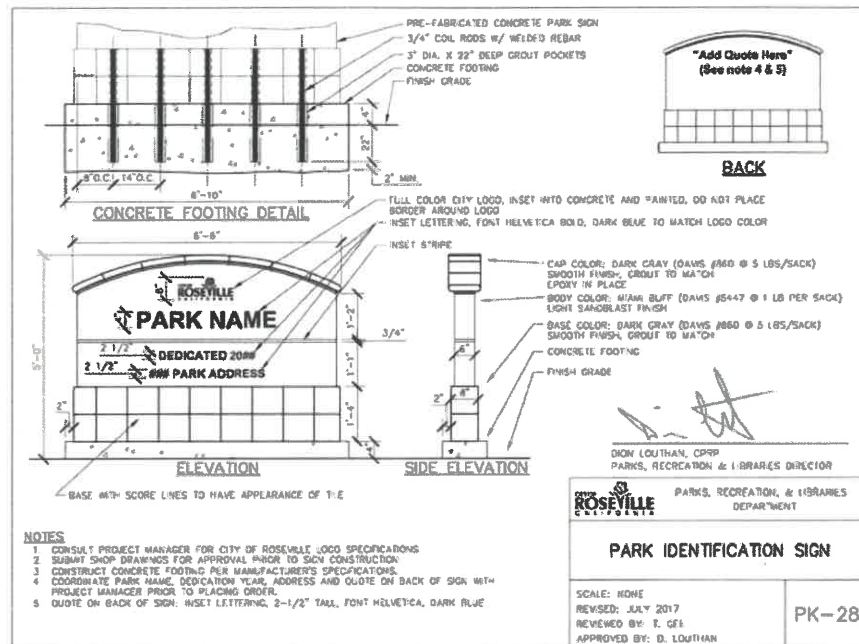
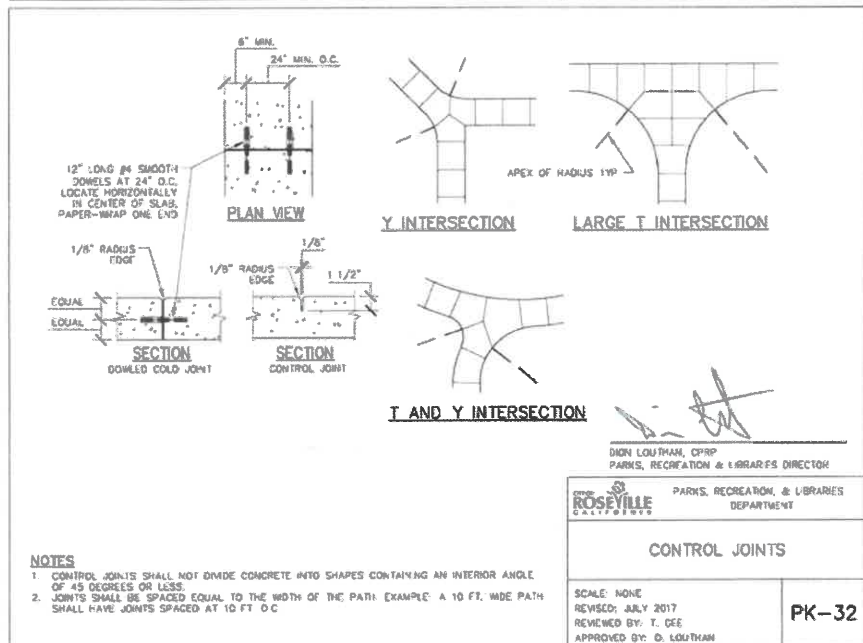
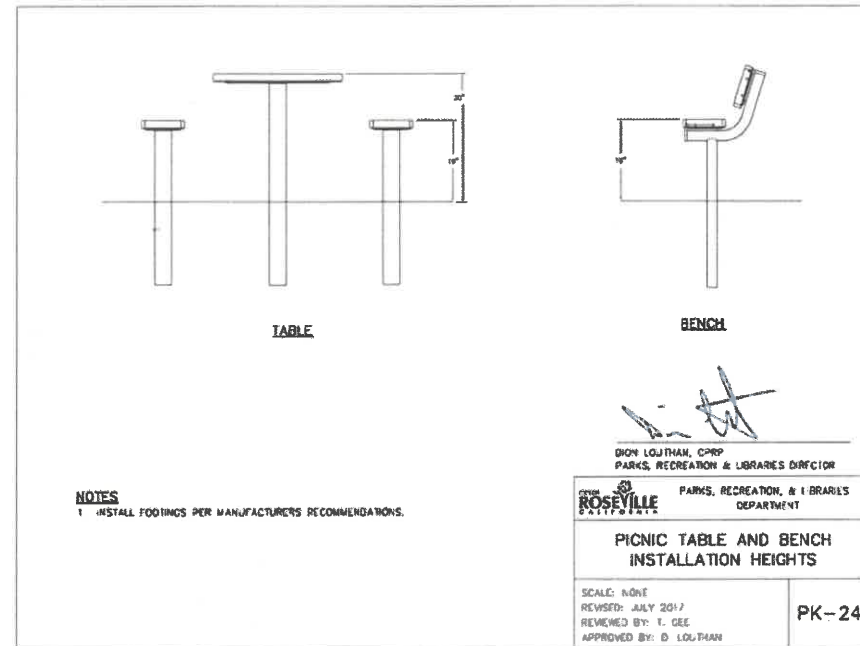
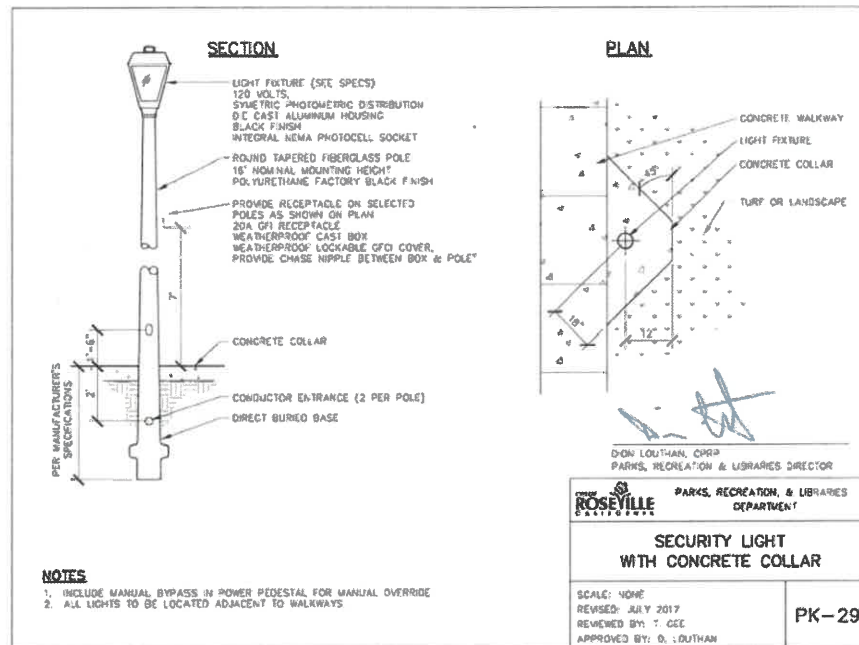
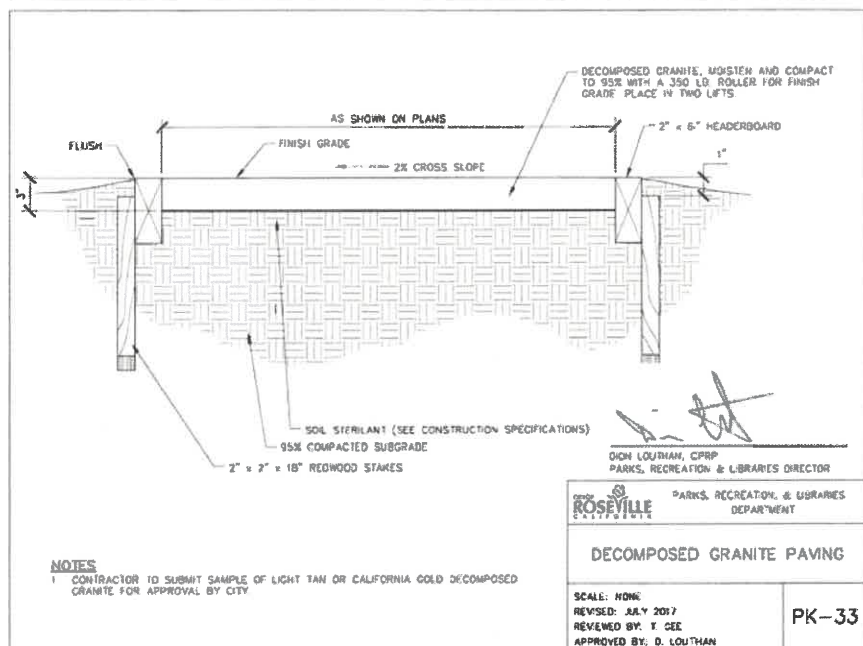
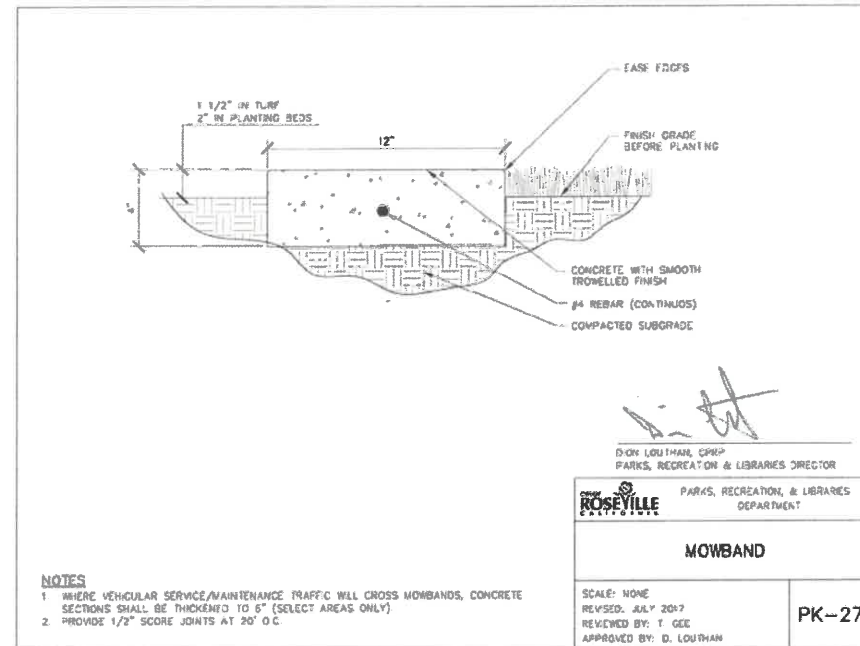
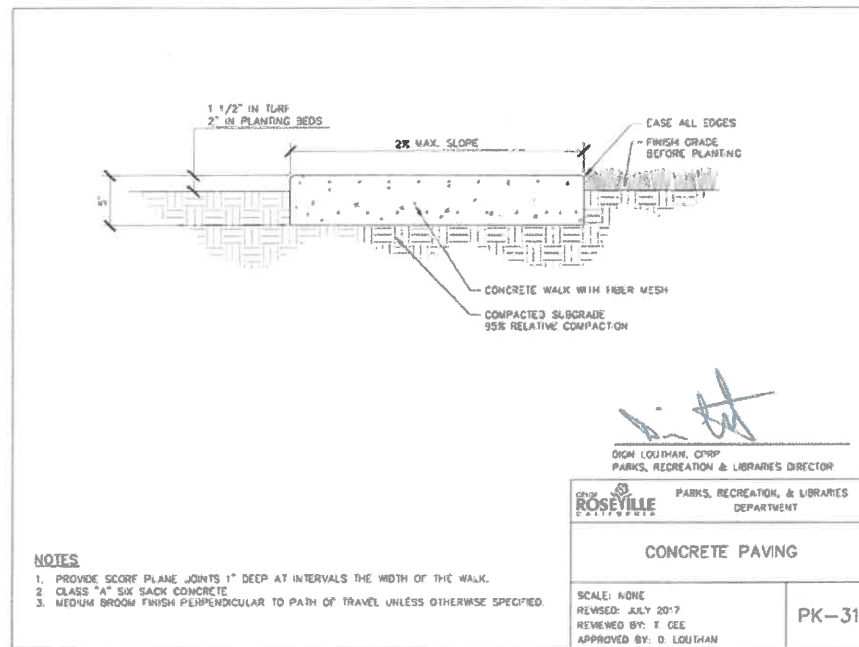
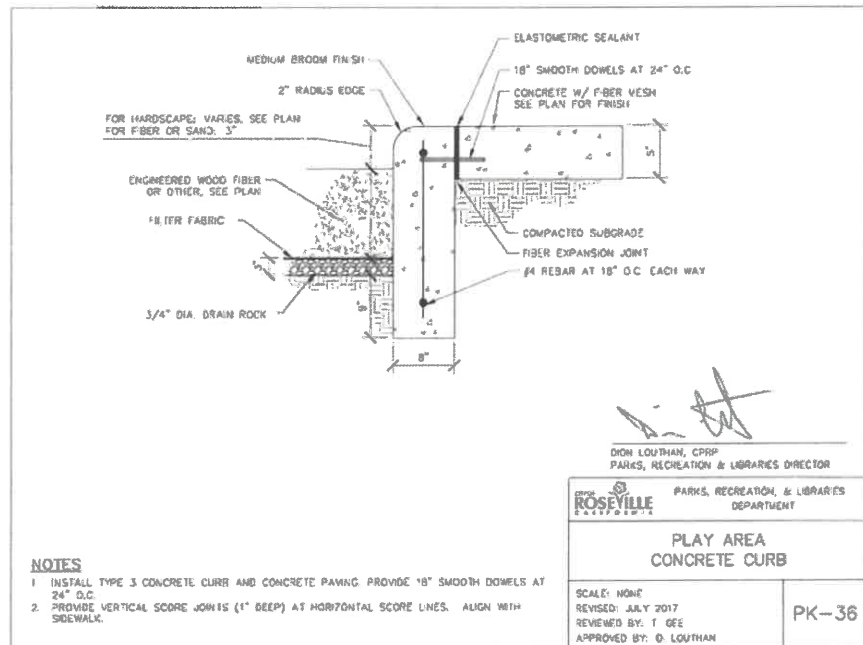


Layout Plan - South

Date: 20/01/21
Project Number: 18-1629
Scale: AS SHOWN

LS1.2

For Council Approval
Do Not Use for Bidding



Stamp



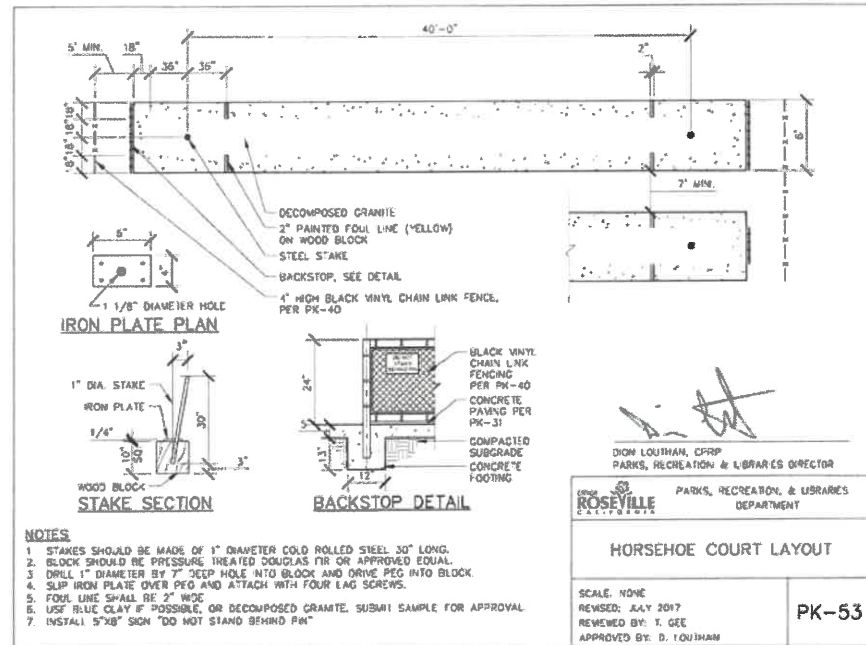
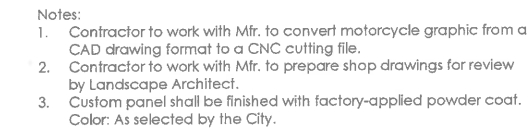
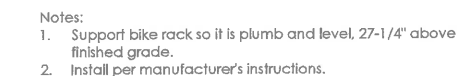
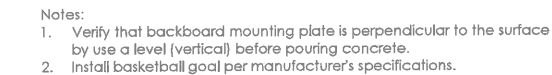
Issuances & Revisions

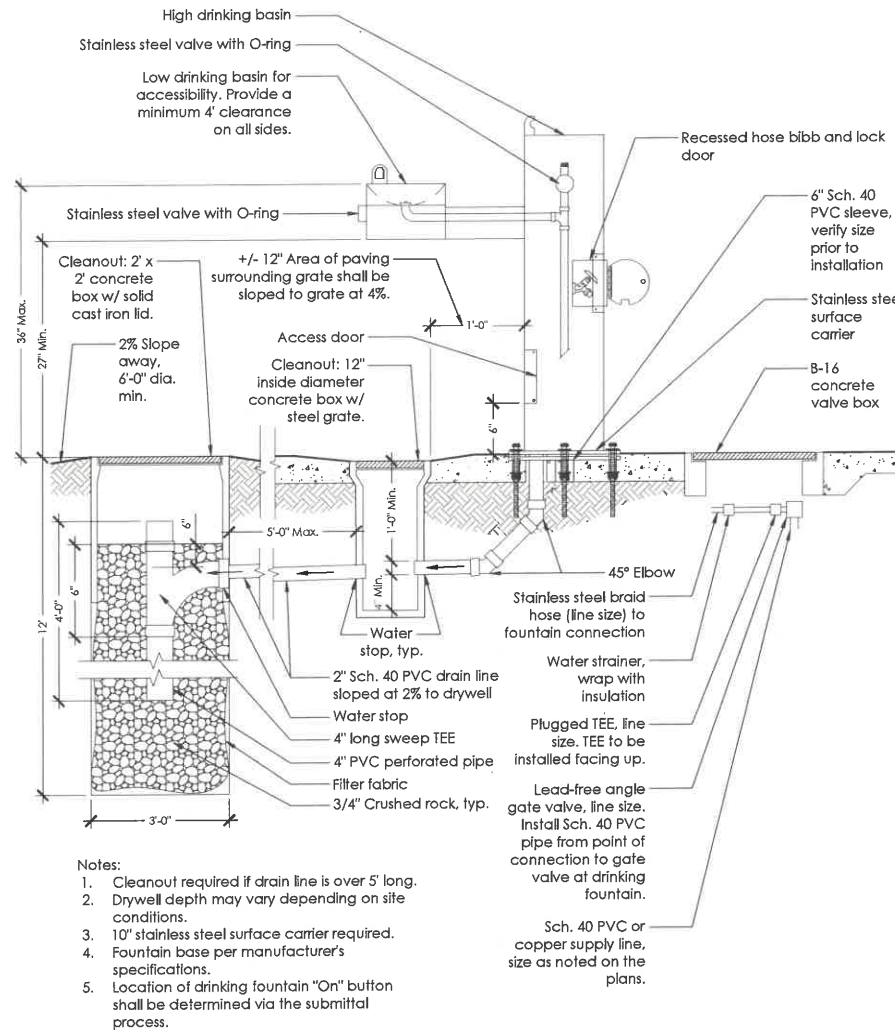
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Construction Details

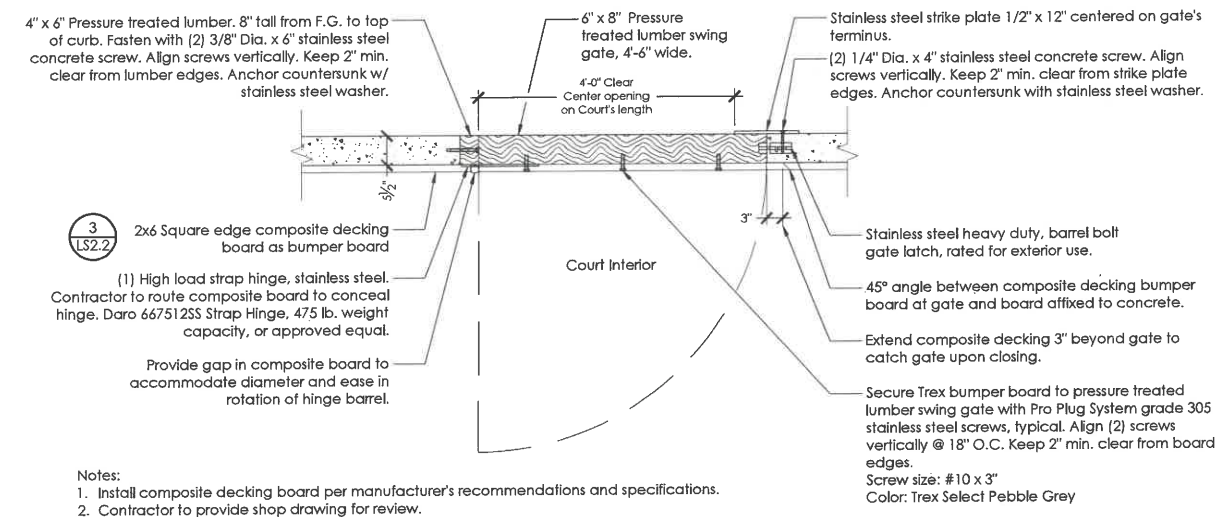
Date: 2/24/17
Project Number: 18-1629
Scale: AS SHOWN

LS2.0

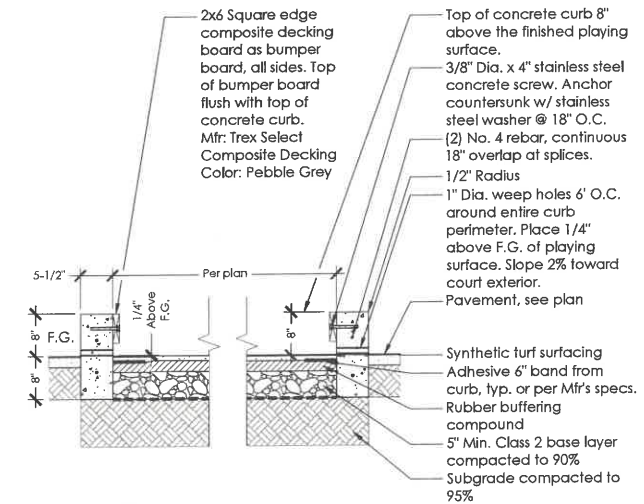
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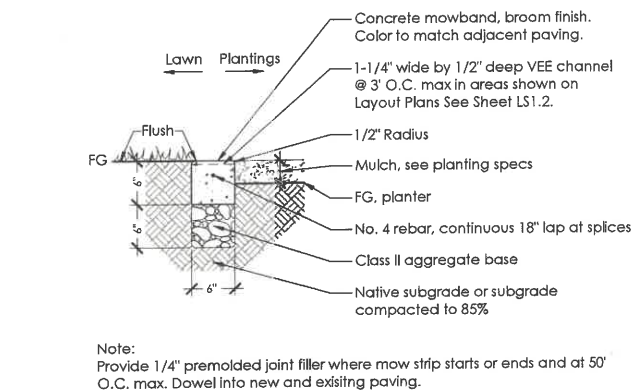
5 DRINKING FOUNTAIN WITH SUMP AND HOSE BIBB
NOT TO SCALE P-PA-PF52-37



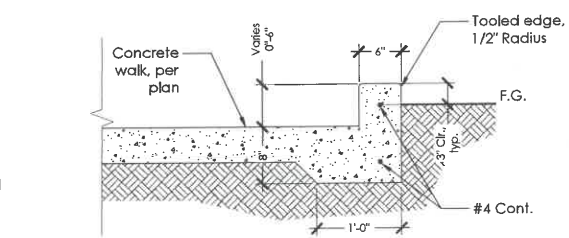
4 BOCCE ADA SWING GATE
NOT TO SCALE P-PA-PF52-48



3 BOCCE COURT
NOT TO SCALE P-PA-PF52-41



2 CONCRETE MOW STRIP
NOT TO SCALE P-PA-PF52-20

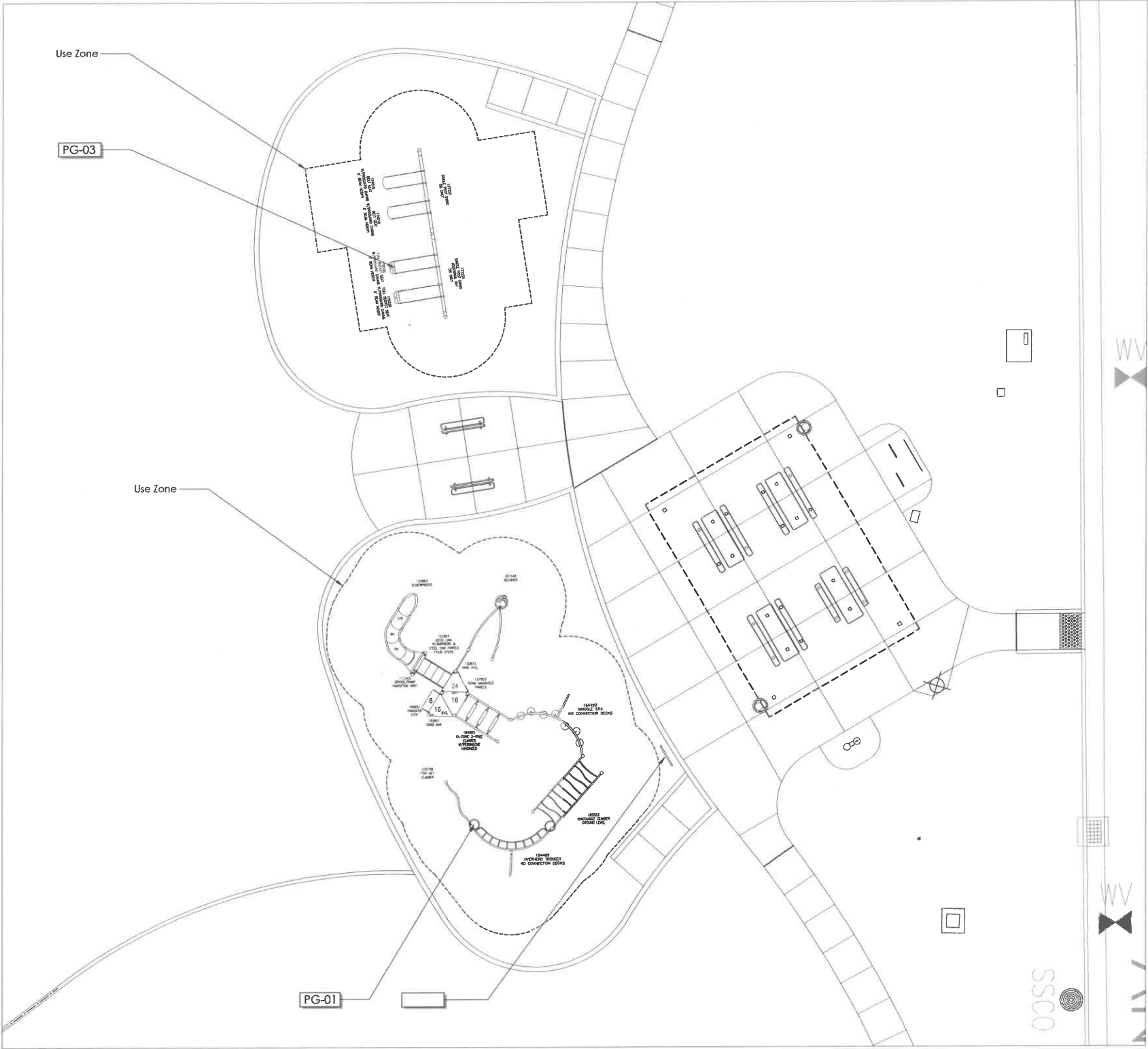


1 ACCESSIBLE CURB RAMP EDGE CURB
NOT TO SCALE P-PA-PF52-17



PLAYGROUND ENLARGEMENT CALLOUTS

SYMBOL	DESCRIPTION
PG-01	Custom Playbooster & Evos 5-12 Playground Mfr: Landscape Structures Color: As selected by the City Install: Installation information per manufacturer Contact: Ross Recreation - Astrid Cynor (707) 538-3800
PG-02	Playground Rules Sign, per specs
PG-03	Additive Alternate #2 Swing Set Mfr: Landscape Structures A) Single Post Swing Frame w/ Belt Seats for 8" Beam Height (2 total) B) Single Post Swing Frame Additional Bay w/ Full Bucket Seats for 8" Beam Height (2 total) Color: As selected by the City Install: Installation information per manufacturer Contact: Ross Recreation - Astrid Cynor (707) 538-3800



Note: City of Roseville standard 8'-0" use zone included in play equipment drawing (as shown).

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No.	Description	Date



Construction Details -
Playground Layout
Enlargement

Date: 2/7/21
Project Number: 18-1629
Scale: AS SHOWN

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LS2.3

CITY OF ROSEVILLE
RECYCLED WATER SPECIAL ON-SITE IRRIGATION NOTES

1.

The installation of the recycled water system shall conform to the regulations for the construction of recycled water systems within the City of Roseville and the accompanying plans and specifications.

2.

All on-site recycled and potable water piping installed on this project shall be identified in accordance with the City of Roseville Construction Standards for recycled water infrastructure and the irrigation specifications.

3.

City of Roseville Environmental Utilities Department shall be notified two days prior to the start of construction at (916) 774-5750 and each workday thereafter until completion of project for commercial irrigation systems. City of Roseville Parks Department shall be notified two days prior to the start of construction at (916) 746-1758 for landscape corridors and parks. A preconstruction materials inspection must be arranged prior to the start of construction.

4.

No facility is to be backfilled until inspected by the City of Roseville Environmental Utilities Department and/or Parks Department Inspector.

5.

All recycled water infrastructure, both on-site and off-site shall be inspected by City of Roseville Environmental Utilities and/or Parks Department. For inspection of recycled water system contact Environmental Utilities at 774-5750 forty-eight (48) hours in advance. Points of inspection are:

a.

Pre-construction materials inspection.

b.

Irrigation system installation before lines are covered.

c.

Pressure testing.

d.

System cross connection control test.

e.

System coverage test.

6.

All recycled water piping shall be purple colored PVC unless otherwise specified. Where purple PVC is not used, pipe shall be identified (marked) in accordance with the City of Roseville Construction Standards.

7.

Marking on the purple colored PVC pipe shall include the following: "CAUTION: RECYCLED WATER- DO NOT DRINK". Nominal pipe size. PVC—1/20. Pressure rating in pounds per square inch at 73 degrees. ASTM designations such as 1785, 2241, 1672, 3139. Printing shall be placed continuously on two sides of the pipe.

8.

All recycled water sprinkler control valves, valve risers, sprinkler risers, and swing joints shall be tagged with identification tags or adhesive labels.

a.

Tags shall be weatherproof plastic, 3" x 4", purple color with the words "WARNING: RECYCLED WATER- DO NOT DRINK" imprinted on one side, and "AVISA: AGUA IMPURA- NO TOMAR" on the other side. Imprinting shall be permanent and black in color. Use tags as manufactured by T. Christy Enterprises or approved equal.

b.

One tag shall be attached to each valve as follows:

1.

Attach to valve stem directly or with plastic tie-wrap, or

2.

Attach to solenoid wire directly or with plastic tie-wrap.

c.

Recycled water warning labels or stickers that are consistent with City of Roseville Construction Standards for recycled water infrastructure and the irrigation specifications must be attached to all piping not in compliance.

d.

All sprinkler heads must be designed for recycled water usage, with purple recycled water warning caps.

e.

Sprinkler risers and swing joints shall be identified with purple adhesive 3" X 3" labels. Each label shall state "Recycled Water – Do Not Drink" in English and Spanish.

9.

All recycled water control valve boxes shall be purple and have a warning label permanently molded into or affixed onto the lid with rivets, bolts, etc. Warning labels shall be constructed of a purple weatherproof material with the warning permanently stamped or molded into the label. The warning shall contain the following information:

a.

"NON-POTABLE" or "RECYCLED WATER".

b.

"DO NOT DRINK" in English and Spanish.

10.

Recycled water quick coupling valves shall have a purple rubber or vinyl cover. The cover shall be of a locking type and have a warning permanently stamped or molded as follows: "RECYCLED WATER- DO NOT DRINK" in English and Spanish.

11.

Plastic warning tape shall be used on all potable water piping, potable water warning tape shall be a minimum of 3 inches wide and shall run continuously for the entire length of each line. The tape shall be attached to the top of the pipe with nylon tie-wrap banded around the warning tape and the pipe every five feet on center. Warning tape for the potable water piping shall be blue in

12.

All pressure main line piping from the recycled water system shall be installed to maintain 10 feet minimum horizontal separation from all potable water piping. Where recycled and potable water pressure main line piping cross, the recycled water piping shall be installed 12" below the potable water piping OD to OD. Where the recycled water pressure main line must pass above potable water piping, the recycled water piping shall installed in a class 200 purple colored PVC sleeve which extends a minimum of five feet on either side of the potable water piping. A 12"vertical separation OD to OD must be maintained. Conventional (white) PVC pipe may be used for sleeving material if it is taped with three-inch wide purple warning tape, which read "RECYCLED WATER- DO NOT DRINK".

13.

All pressure main line piping from the recycled water system shall be installed to maintain a ten foot minimum horizontal separation from all sanitary sewer lines. Where recycled and sewer cross, the recycled water piping shall be installed a minimum of one foot above sewer.

14.

For on-site reclaimed water piping, the minimum depth from finish grade to top of pipe shall be as follows:

a.

Intermittent pressure lines (All sizes)..... 12"

b.

Constant pressure lines 2.5" and smaller..... 18"

c.

Constant pressure lines 3" and larger..... 24"

15.

Pressure and cross connection testing for On-Site Recycled water systems

a.

All testing of recycled water systems must be performed utilizing a potable water source via a construction water connection per City of Roseville Construction Standards. No recycled water may enter a recycled water system until all testing is successfully completed.

b.

The source of potable water used for testing must have a meter and an approved back flow prevention device. These can be obtained through the City of Roseville.

c.

The contractor shall provide a means to plumb in pressure and cross connection testing apparatus at the point of highest elevation, for both potable and constant pressure

d.

recycled water systems.

e.

The constant pressure recycled water system including all appurtenances shall be tested at 125 PSI at highest point of elevation for 1 hour with no detectable leakage.

f.

Pressure testing must be successfully completed prior to cross connection testing.

g.

The recycled water system shall be tested for cross-connection in accordance with Uniform Plumbing Code Appendix J prior to use.

h.

For projects being performed in phases, a cross connection test shall be performed on each phase independently, before it is put into service. The potable water source used for testing each phase must be independent of other previously completed phases.At the time a cross connection test is to be performed, construction on both the potable and the recycled water systems being tested must be complete, and both systems Fully operational and functioning as designed.

i.

Cross connection testing shall be performed on the system by City forces with the assistance of the Contractor. The test will be coordinated through the Environmental Utilities or Parks Department Inspector. Forty-eight (48) hours notice is required before the test. Depending on the complexity of the site, a preliminary field meet may also be required.

16.

Coverage test

a.

Adjust spray heads to eliminate overspray onto native oak areas and into areas not under the control of the customer. For example: pool decks, private patios, streets and sidewalks.

17.

Meter Installation - Once the on-site recycled water system has been properly inspected and passed pressure and cross connection testing, a meter may be installed. The meter must be purchased from The City of Roseville and installed by city forces. Coordinate meter purchase and installation with the Environmental Utilities or Parks Department Inspector.

18.

No connection shall be made to the City's existing recycled water system until the new facilities have been successfully pressure and cross connection tested. Taps to the existing recycled system will be made by City forces only.

19.

Failure to comply with any or all of the above guidelines violates the City of Roseville design and construction standards for recycled water infrastructure and will result in termination of service until the appropriate corrective steps have been taken.
- IRRIGATION SCHEDULE
- | SYMBOL | MANUFACTURER/MODEL | PSI | DETAIL | | |
|--|---|-------------|------------|--------|------------|
|  | Hunter MP Strip PROS-06-PRS40-CV-R | 40 | PK-8/LI1.4 | | |
|  | Hunter MP1000 PROS-06-PRS40-CV-R | 40 | | | |
|  | Hunter MP2000 PROS-06-PRS40-CV-R | 40 | | | |
|  | Hunter MP800SR PROS-06-PRS40-CV-R | 40 | | | |
|  | Hunter RZWS-SLEEVE-36-CV-R (2 Per Tree) | 50 | PK-9/LI1.4 | | |
| SYMBOL | MANUFACTURER/MODEL/DESCRIPTION | PSI | GPM | RADIUS | DETAIL |
|  | Pop-Up Turf Rotor
Hunter I-40-06-SS-R. | 50 | 10.3 | 41' | PK-7/LI1.4 |
|  | Pop-Up Turf Rotor
Hunter I-40-06-SS-R. | 50 | 13.8 | 45' | PK-7/LI1.4 |
| SYMBOL | MANUFACTURER/MODEL/DESCRIPTION | DETAIL | | | |
|  | Rain Bird PCT Single Outlet Emittor
Pressure Compensating Threaded Low-Flow
Bubblers with Purple Diffuser Caps. Offered in 5
GPH, 7 GPH, and 10 GPH models, with 1/2" FPT
threaded inlet. Light Brown = 5 GPH, Violet = 7
GPH, and Green = 10 GPH. | 5/LI1.5 | | | |
| SYMBOL | MANUFACTURER/MODEL/DESCRIPTION | DETAIL | | | |
|  | Rain Bird PESBR
1", 1-1/2", and 2" Durable Chlorine-Resistant
Valves for Reclaimed Water Applications. With
Purple Flow Control Handle. | PK-15/LI1.5 | | | |
|  | Rain Bird 44-NP
1" Brass Quick-Coupling Valve, with
Corrosion-Resistant Stainless Steel Spring, Locking
Non-Potable Purple Rubber Cover, and 2-Piece
Body. | PK-14/LI1.5 | | | |
|  | Gate Valve
Nibco T-113. Line sized. Install with purple handle. | PK-11/LI1.4 | | | |
|  | Buckner-Superior 3100-RW 2-1/2"
Normally Open Brass Master Valve that Provides
Dirty Water Protection. Available in 3/4", 1",
1-1/4", 1-1/2", 2", 2-1/2" and 3". With Purple Cross
Handle for Reclaimed Water Use. | PK-2/LI1.4 | | | |
|  | Automatic Irrigation Controller
Calsense CS3000 controller assembly by Ewing
Irrigation. Part number
CS3000-32-CS3-RR-S1-LR-STUBBY, see specs.
Controller mounted inside Calsense stainless steel
pedestal enclosure. | PK-1/LI1.4 | | | |
|  | Flow Sensor
FM-1.5B Calsense 1.5" Flow Meter. | PK-2/LI1.4 | | | |
|  | Booster Pump. See Detail | 2/LI1.5 | | | |
|  | Backflow Preventer
See Civil Plans | | | | |
|  | Pressure Reducing Valve
Cla-Val Model # 90-01 Pressure Reducing Valve,
3" Ductile Iron. Install upstream of booster pump. | | | | |
|  | Water Meter 3"
See Civil Plans for more information | Per Civil | | | |
|  | Irrigation Lateral Line: Non-Pressure Lateral Line
PVC Schedule 40. Size per plan. Sleeve under all
paving. Purple pipe designated for recycled
water use. | PK-5/LI1.4 | | | |
|  | Irrigation Mainline: Pressure Mainline
PVC Class 200 SDR 21 for lines 3" or larger, per
specs. PVC Schedule 40 for lines 2-1/2" or smaller,
per specs. Sleeve under all paving. Purple pipe
designated for recycled water use. | | | | |
|  | Pipe Sleeve: Pipe Sleeving
PVC Schedule 40. Purple pipe designated for
recycled water use. Size per plan. Sleeve under
all paving. Mainline sleeve shall be a minimum of
6" in diameter. | | | | |
|  | Valve
Valve Number
Valve Flow
Valve Size | | | | |
- RECLAIMED IRRIGATION
- | SYMBOL | DESCRIPTION | QTY | DETAIL |
|---|--|--------|------------|
|  | Reclaimed Irrigation Mainline: PVC Class 200 SDR 21 for lines 3" or larger, per specs. PVC Schedule 40 for lines 2-1/2" or smaller, per specs. Sleeve under all paving. Purple pipe designated for recycled water use. | 455 IF | PK-5/LI1.4 |
|  | Recycled Water Warning/Information Sign per City of Roseville Construction Standards. Locate sign at all park entries, see irrigation plans, 6 total. | | RW-9/LI1.5 |
- Note:
- System is to be designed for Recycled Water, to be converted at a later date when the service is brought through to the North. All components shall contain identification for non-potable water.
- IRRIGATION NOTES
1.

Install irrigation system in accordance with all local codes and ordinances.

2.

See details and specifications for procedures, material and installation requirements.

3.

The Landscape Contractor shall inspect the site and verify conditions and dimensions prior to construction.

4.

Prior to cutting into soil, locate all cables, conduits, sewers, and other utilities or architectural features that are commonly encountered underground and take proper precautions not to damage or disturb such improvements. Any damage made during the installation of the irrigation system of the aforementioned items shall be repaired and/or replaced to the satisfaction of the City's representative at the Contractor's own expense.

5.

The irrigation systems are designed to operate at 50 psi at point of connection to domestic water supply. Landscape Contractor shall test pressure at point of connection prior to installation of the irrigation backflow prevention device, or any other irrigation equipment. Notify Landscape Architect immediately if pressure is below 50 psi or over 50 psi to determine needed pressure regulation devices. (i.e. boost pump or regulating valve.)

6.

All valve boxes shall be located in shrub and groundcover areas whenever possible, and shall be bolted.

7.

Adjust irrigation heads to provide full coverage and to prevent overspray onto structures or paved areas.

8.

Station operation times shall not exceed the soil's infiltration rate as determined by the soils report.

9.

All lateral end runs shall be 3/4" size unless otherwise noted.
- LATERAL SIZING GUIDE
- | CIRCUIT GPM | PIPE SIZE | PIPE CLASS |
|-------------|-----------|-------------|
| 0-8 GPM | 3/4" | SCH. 40 PVC |
| 9-12 GPM | 1" | SCH. 40 PVC |
| 13-22 GPM | 1-1/4" | SCH. 40 PVC |
| 23-30 GPM | 1-1/2" | SCH. 40 PVC |
| 31-50 GPM | 2" | SCH. 40 PVC |
| 51-70 GPM | 2-1/2" | SCH. 40 PVC |
| 71-110 GPM | 3" | SCH. 40 PVC |
- CONTROL WIRE SIZING GUIDE
- | Control/
Common Wire | No. 14 | No. 12 | No. 10 | No. 8 |
|-------------------------|--------|--------|--------|-------|
| No. 14 | 1700' | 2000' | 2400' | 2700' |
| No. 12 | | 2700' | 3300' | 3800' |
| No. 10 | | | 4800' | 5200' |
| No. 8 | | | | 6700' |
- Note:
- The irrigation design is diagrammatic. All piping, valves, etc., shown within paved areas are for design clarification only and shall be installed in planting areas. No elbows or 45° ells may be placed under paving, these are to be located in planting areas only. Mainline and valves shall be installed in shrub/ground cover areas only. Avoid conflicts with utilities, new planting, new site or architectural elements.
- Note:
- Tree bubbler location is diagrammatic. Contractor to locate tree and shrub bubblers based on tree and shrub locations shown on Planting Plans.
- Note:
- The Contractor is to take a water pressure reading at the irrigation point of connection prior to installation of irrigation equipment. Contractor to immediately notify Owner's Representative and Landscape Architect if any discrepancies are found between plans and existing irrigation conditions.
- Note:
- Rotors are spaced an additional 15% more than head to head coverage of throw space.
- Note:
- All spray and rotor heads to be 12" minimum from hardscape in planter areas.
- System Operating Flow & Pressure
- Maximum flow: 100 GPM
Static Design Pressure: 95 psi
Normal Operating Pressure: 50 psi
- Note: System maximum flow meets and exceeds City requirement to not exceed 75% of the backflow preventer's maximum flow
- QUADRIGA
landscape architecture and planning, inc
SACRAMENTO | SANTA ROSA
916.541.2129 | www.quadrigainc.com
-
- CWJ - 190070
EN - 18-0892
BD -
- R.G. Phillips Park
Park Site F-52
Construction Documents 100%
- 1200 Old Coach Drive, Roseville, CA
- Stamp
-
- Issuances & Revisions
- | No. | Description | Date |
|-----|-------------|------|
| | | |
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-
- Irrigation Notes &
Legend
- Date: 20/01/21
Project Number: 18-1629
Scale: AS SHOWN
- LI1.0

IRRIGATION SCHEDULE: ESTABLISHMENT PERIOD

Location: Roseville, CA					Eto: 50.5	Soil Type: Sand		Cycles per Week:		7 days per week												
Station	GPM	Soil Type	Plant Type	Area SF	Irrigation Type	EC (PPH)	ET	Precip Rate	No. of Cycles	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total In/yr
MINUTES PER CYCLE AT 100GPI																						
1.0	19.0	1.0	Low	3,418	Tree Bubble	0.2	0.81	0.54	1	0.9	1.6	2.9	4.5	5.9	6.7	7.1	6.2	4.8	3.2	1.5	0.9	12.47
7.0	15.0	1.0	Low	2,900	Tree Bubble	0.2	0.81	0.52	1	1.0	1.7	3.0	4.6	6.1	6.9	7.3	6.5	5.0	3.3	1.6	0.9	12.47
9.0	10.4	1.0	Low	2,895	Shrub Bubble	0.2	0.81	0.35	1	1.4	2.5	4.5	6.9	9.1	10.3	10.9	9.6	7.4	4.9	2.4	1.4	12.47
10.0	18.1	1.0	Med	3,403	Spray	0.5	0.75	0.51	1	2.6	4.6	8.2	12.6	16.5	18.9	19.9	17.6	13.5	9.5	4.3	2.5	33.67
11.0	14.5	1.0	Low	7,428	Shrub Bubble	0.2	0.81	0.19	1	2.6	4.6	8.3	12.7	16.7	19.0	20.1	17.7	13.7	9.1	4.3	2.5	12.47
12.0	21.0	1.0	Med	2,400	Tree Bubble	0.2	0.81	0.84	1	0.6	1.0	1.8	2.8	3.7	4.2	4.5	4.0	3.0	2.0	1.0	0.6	12.47
16.0	18.7	1.0	Med	3,516	Spray	0.5	0.75	0.51	1	2.6	4.6	8.2	12.6	16.5	18.9	19.9	17.6	13.5	9.0	4.3	2.5	33.67
17.0	11.5	1.0	Low	2,162	Shrub Bubble	0.2	0.81	0.51	1	1.0	1.7	3.0	4.7	6.1	7.0	7.4	6.5	5.0	3.3	1.6	0.9	12.47
19.0	22.0	1.0	Low	4,200	Tree Bubble	0.2	0.81	0.50	1	1.0	1.7	3.1	4.7	6.2	7.1	7.5	6.6	5.1	3.4	1.6	0.9	12.47
23.0	6.3	1.0	Med	1,184	Spray	0.5	0.75	0.51	1	2.6	4.6	8.2	12.6	16.5	18.9	19.9	17.6	13.5	9.0	4.3	2.5	33.67
24.0	6.3	1.0	Low	2,212	Shrub Bubble	0.2	0.81	0.27	1	1.8	3.2	5.7	8.7	11.4	13.1	11.8	12.2	9.4	6.2	3.0	1.7	12.47
25.0	19.0	1.0	Low	3,800	Tree Bubble	0.2	0.81	0.48	1	1.0	1.8	3.2	5.0	6.5	7.4	7.8	6.9	5.3	3.5	1.7	1.0	12.47
2.0	82.8	1.0	High	8,509	Rotor	0.8	0.75	1.00	1	2.1	3.7	6.7	10.4	13.6	15.5	16.4	14.5	11.1	7.4	3.5	2.0	53.87
3.0	82.8	1.0	High	8,860	Rotor	0.8	0.75	0.90	1	2.4	4.1	7.5	11.5	15.1	17.2	18.1	16.0	12.3	8.2	3.9	2.1	53.87
4.0	96.6	1.0	High	8,859	Rotor	0.8	0.75	1.05	1	2.0	3.6	6.4	9.9	12.9	14.7	15.5	13.7	10.6	7.5	3.4	1.9	53.87
5.0	82.8	1.0	High	8,755	Rotor	0.8	0.75	0.97	1	2.3	4.1	7.4	11.4	14.9	17.0	17.9	15.8	12.2	8.1	3.9	2.2	53.87
6.0	82.8	1.0	High	8,207	Rotor	0.8	0.75	0.97	1	2.2	3.8	6.9	10.6	13.9	15.9	16.8	14.8	11.4	7.6	3.6	2.1	53.87
8.0	79.3	1.0	High	8,786	Rotor	0.8	0.75	0.87	1	2.5	4.3	7.7	11.9	15.6	17.8	18.8	16.6	12.8	8.5	4.0	2.3	53.87
13.0	82.8	1.0	High	8,284	Rotor	0.8	0.75	0.96	1	2.2	3.9	7.0	10.7	14.1	16.1	17.0	15.0	11.5	7.6	3.7	2.1	53.87
14.0	82.8	1.0	High	8,123	Rotor	0.8	0.75	0.98	1	2.2	3.8	6.9	10.6	13.9	15.9	16.7	14.8	11.4	7.5	3.6	2.1	53.87
15.0	82.8	1.0	High	8,597	Rotor	0.8	0.75	0.93	1	2.3	4.0	7.2	11.2	14.6	16.7	17.6	15.5	12.0	7.9	3.8	2.2	53.87
18.0	82.8	1.0	High	8,791	Rotor	0.8	0.75	0.91	1	2.4	4.1	7.4	11.4	14.9	17.1	18.0	15.9	12.2	8.1	3.9	2.2	53.87
20.0	96.6	1.0	High	8,466	Rotor	0.8	0.75	1.10	1	1.9	3.4	6.1	9.4	12.3	14.1	14.9	13.1	10.1	6.7	3.2	1.8	53.87
21.0	69.0	1.0	High	8,905	Rotor	0.8	0.75	0.75	1	2.9	5.0	9.0	13.9	18.2	20.7	21.9	19.3	14.9	9.9	4.7	2.7	53.87
22.0	89.6	1.0	High	7,356	Rotor	0.8	0.75	1.17	1	1.8	3.2	5.7	8.8	11.5	13.2	13.9	12.3	9.5	6.3	3.0	1.7	53.87

Note: During Maintenance Period irrigation times may be increased by 20% to allow for establishment of newly planted material.

IRRIGATION SCHEDULE: ESTABLISHED LANDSCAPE

Location: Roseville, CA					Eto: 50.5	Soil Type: Sand	Cycles per Week: 4 days per week															
Station	GPM	Soil Type	Plant Type	Area SF	Irrigation Type	EC (PPH)	ET	Precip Rate	No. of Cycles	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	Total In/yr
										MINUTES PER CYCLE AT 100°F												
1.0	19.0	1.0	Low	3,418	Tree Bubble	0.2	0.8	0.54	1	1.6	2.8	5.1	7.8	10.3	11.7	12.4	10.9	8.4	5.6	2.7	1.5	12.47
7.0	15.0	1.0	Low	2,900	Tree Bubble	0.2	0.8	0.52	1	1.7	2.9	5.3	8.1	10.6	12.2	12.8	11.3	8.7	5.8	2.8	1.6	12.47
9.0	10.4	1.0	Low	2,895	Shrub Bubble	0.2	0.81	0.35	1	2.5	4.4	7.9	12.1	15.9	18.1	19.1	16.9	13.0	8.6	4.1	2.4	12.47
10.0	18.1	1.0	Med	3,403	Spray	0.5	0.75	0.51	1	4.6	8.0	14.4	22.1	28.9	33.1	34.9	30.8	23.7	15.7	7.5	4.3	33.67
11.0	14.5	1.0	Low	7,428	Shrub Bubble	0.2	0.8	0.19	1	4.6	8.1	14.5	22.3	29.2	33.4	35.2	31.1	23.9	15.9	7.6	4.4	12.47
12.0	21.0	1.0	Low	2,400	Tree Bubble	0.2	0.81	0.84	1	1.0	1.8	3.2	5.0	6.5	7.4	7.9	6.9	5.3	3.5	1.7	1.0	12.47
16.0	18.7	1.0	Med	3,516	Spray	0.5	0.75	0.51	1	4.6	8.0	14.4	22.1	28.9	33.1	34.9	30.8	23.7	15.7	7.5	4.3	33.67
17.0	11.5	1.0	Low	2,162	Shrub Bubble	0.2	0.81	0.51	1	1.7	3.0	5.5	8.2	10.7	12.2	12.9	11.4	8.8	5.8	2.8	1.6	12.47
19.0	22.0	1.0	Low	4,200	Tree Bubble	0.2	0.81	0.50	1	1.7	3.0	5.4	8.3	10.9	12.4	13.1	11.6	8.9	5.9	2.8	1.6	12.47
23.0	6.3	1.0	Med	1,184	Spray	0.5	0.75	0.51	1	4.6	8.0	14.4	22.1	28.9	33.1	34.9	30.8	23.7	15.7	7.5	4.3	33.67
24.0	6.3	1.0	Low	2,212	Shrub Bubble	0.2	0.81	0.27	1	3.2	5.5	9.9	15.3	20.0	22.9	24.1	21.3	14.4	10.9	5.2	3.0	12.47
25.0	19.0	1.0	Low	3,800	Tree Bubble	0.2	0.81	0.48	1	1.8	3.1	5.7	8.7	11.4	13.0	13.7	12.1	9.3	6.2	3.0	1.7	12.47
2.0	82.8	1.0	High	8,509	Rotor	0.8	0.75	1.00	1	3.8	6.6	11.8	18.2	23.8	27.2	28.7	25.3	19.5	12.9	6.7	3.6	53.87
3.0	82.8	1.0	High	8,860	Rotor	0.8	0.75	0.90	1	4.2	7.3	13.1	20.1	26.4	30.1	31.8	28.0	21.6	14.3	6.9	3.9	53.87
4.0	96.6	1.0	High	8,859	Rotor	0.8	0.75	1.05	1	3.6	6.2	11.2	17.3	22.6	25.8	27.2	24.0	18.3	12.3	5.9	3.4	53.87
5.0	82.8	1.0	High	8,755	Rotor	0.8	0.75	0.91	1	4.1	7.2	12.9	19.9	25.1	29.7	31.4	27.7	21.3	14.2	6.8	3.9	53.87
6.0	82.8	1.0	High	8,207	Rotor	0.8	0.75	0.87	1	3.8	6.7	12.1	18.7	24.4	27.9	29.4	26.0	20.0	13.3	6.3	3.7	53.87
8.0	79.3	1.0	High	8,786	Rotor	0.8	0.75	0.92	1	4.3	7.5	13.5	20.8	27.3	31.2	32.9	29.0	22.4	14.8	7.1	4.1	53.87
13.0	82.8	1.0	High	8,284	Rotor	0.8	0.75	0.96	1	3.9	6.8	12.2	18.8	24.6	28.1	29.7	26.2	20.2	13.4	6.4	3.7	53.87
14.0	82.8	1.0	High	8,173	Rotor	0.8	0.75	0.98	1	3.8	6.7	12.1	18.6	24.3	27.8	29.3	25.9	19.9	13.2	6.3	3.6	53.87
15.0	82.8	1.0	High	8,597	Rotor	0.8	0.75	0.93	1	4.0	7.0	12.7	19.3	25.6	29.2	30.6	27.2	20.9	13.9	6.6	3.8	53.87
18.0	82.8	1.0	High	8,791	Rotor	0.8	0.75	0.91	1	4.1	7.2	13.0	20.0	26.2	29.9	31.5	27.8	21.4	14.7	6.8	3.9	53.87
20.0	96.6	1.0	High	8,466	Rotor	0.8	0.75	1.10	1	3.4	6.0	10.7	16.5	21.6	24.7	26.0	23.0	17.7	11.7	5.6	3.2	53.87
21.0	69.0	1.0	High	8,905	Rotor	0.8	0.75	0.75	1	5.0	8.8	15.8	24.3	31.8	36.3	38.3	33.8	29.0	17.3	8.3	4.8	53.87
22.0	89.6	1.0	High	7,356	Rotor	0.8	0.75	1.17	1	3.2	5.6	10.0	15.4	20.2	23.1	24.4	21.5	16.6	11.0	5.3	3.0	53.87

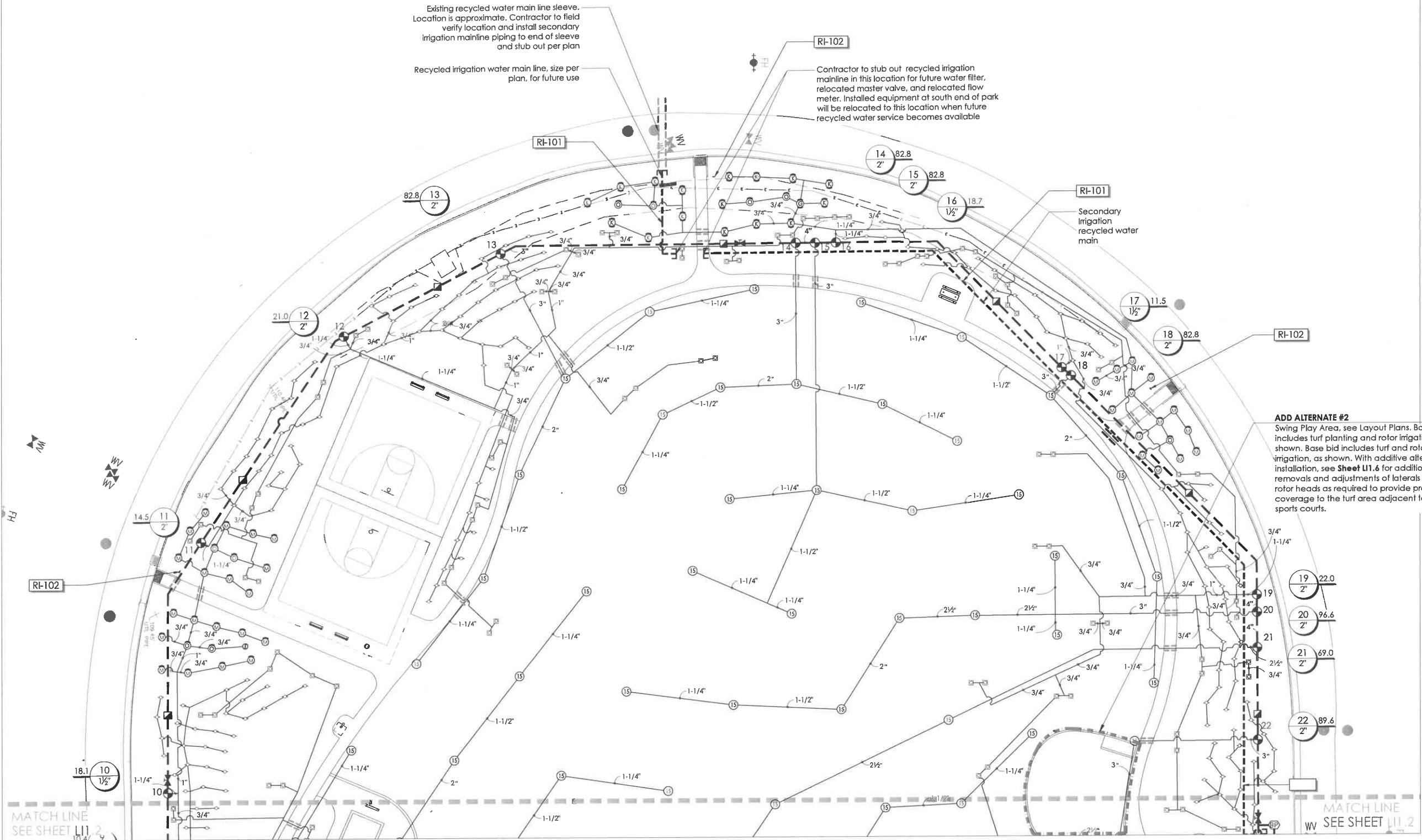
Note: During Maintenance Period irrigation times may be increased by 20% to allow for establishment of newly planted material.

MWELO CALCULATIONS

ETWU (Estimated Total Water Use) Annual Gallons Required

REGULAR LANDSCAPE AREA									Eto: 50.5		Soil Type: Sand		Cycles per Week: 7 days per week	
Valve #	Plant Type (Hydrozone)	Plant Factor	Irrigation Method	Irrigation Efficiency	ETAF (ET x E)	Area (sq ft)	ETAF x Area	ETWU (ETAF x 0.42) (ETAF x Area)						
1	Low	0.2	Tree Bubble	0.81	0.25	3,418	844	26,424						
7	Low	0.2	Tree Bubble	0.81	0.25	2,900	691	21,646						
9	Low	0.2	Shrub Bubble	0.81	0.25	2,895	715	22,381						
10	Med	0.5	Spray	0.75	0.67	3,403	2,269	71,068						
11	Low	0.2	Shrub Bubble	0.81	0.25	7,428	1,834	57,425						
12	Low	0.2	Tree Bubble	0.81	0.25	2,400	593	18,554						
16	Med	0.5	Spray	0.75	0.67	3,516	2,344	73,382						
17	Low	0.2	Shrub Bubble	0.81	0.25	2,162	534	16,714						
19	Low	0.2	Tree Bubble	0.81	0.25	4,200	1,037	32,470						
23	Med	0.5	Spray	0.75	0.67	1,184	790	24,722						
24	Low	0.2	Shrub Bubble	0.81	0.25	2,212	546	17,101						
25	Low	0.2	Tree Bubble	0.81	0.25	3,800	938	29,377						
					0.33	39,418	13,134	411,224						

SPECIAL LANDSCAPE AREA												Eto: 50.5		Soil Type: Sand	
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**R.G. Phillips Park
Park Site F-52**
Construction Documents 100%
1200 Old Coach Drive, Roseville, CA

Stamp



Issuances & Revisions
No. Description Date



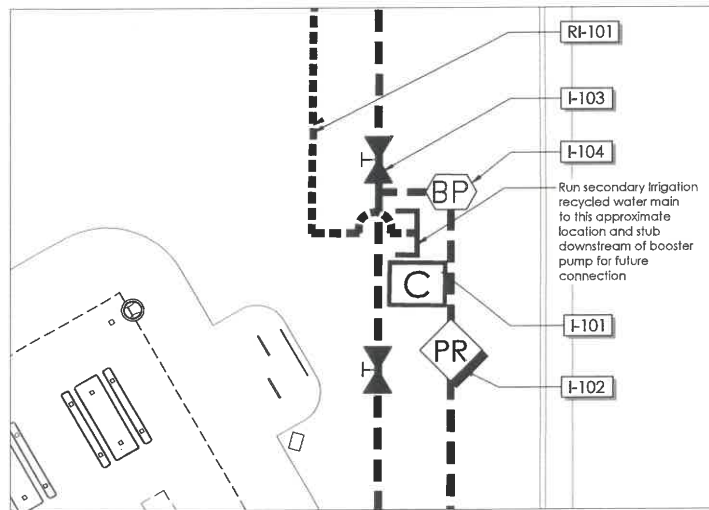
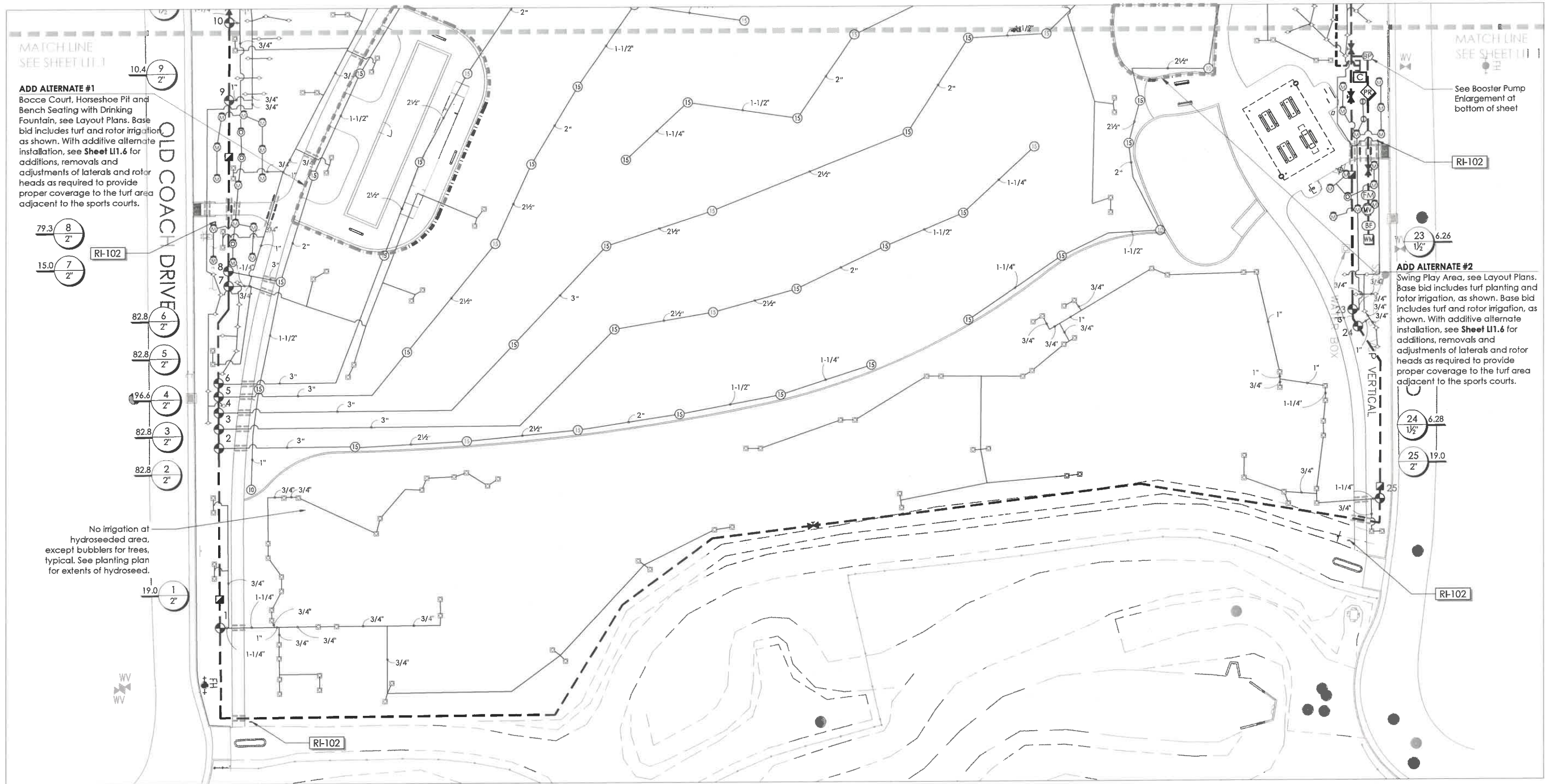
Irrigation Plan - North

Date: 20/01/21
Project Number: 18-1629
Scale: AS SHOWN

LI1.2



For Council Approval
Do Not Use for Bidding



BOOSTER PUMP ENLARGEMENT CALLOUTS

SYMBOL	DESCRIPTION	DETAIL
RF-101	Reclaimed Irrigation Mainline: PVC Class 200 SDR 21 for lines 3" or larger, per specs. PVC Schedule 40 for lines 2-1/2" or smaller, per specs. Sleeve under all paving. Purple pipe designated for recycled water use.	
I-101	Automatic Controller Calsense CS3000 controller assembly by Ewing Irrigation. Part number CS3000-32-CS3-RR-S1-LR-STUBBY, see specs. Controller mounted inside Calsense stainless steel pedestal enclosure.	
I-102	Pressure Reducing Valve Cia-Val Model #90-01 Pressure Reducing Valve, 3" Ductile Iron. Install upstream of booster pump.	
I-103	Gate Valve Nibco T-113. Line sized. Install with purple handle.	
I-104	Booster Pump, see detail	

--- Irrigation Mainline: Pressure Mainline
PVC Class 200 SDR 21 for lines 3" or larger, per specs. PVC Schedule 40 for lines 2-1/2" or smaller, per specs. Sleeve under all paving. Purple pipe designated for recycled water use.

2/LI1.4

0 4 8 16
Scale: 1/8" = 1'-0"



See sheet LI1.0 for notes and legend.

0 20' 40'
Scale: 1" = 20'-0"



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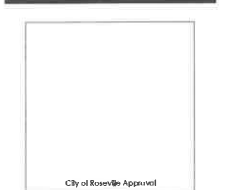
CWJ - 190070
BN - 18-0892
BD -

R.G. Phillips Park
Park Site F-52
Construction Documents 100%
1200 Old Coach Drive, Roseville, CA

Stamp



Issuances & Revisions
No. Description Date

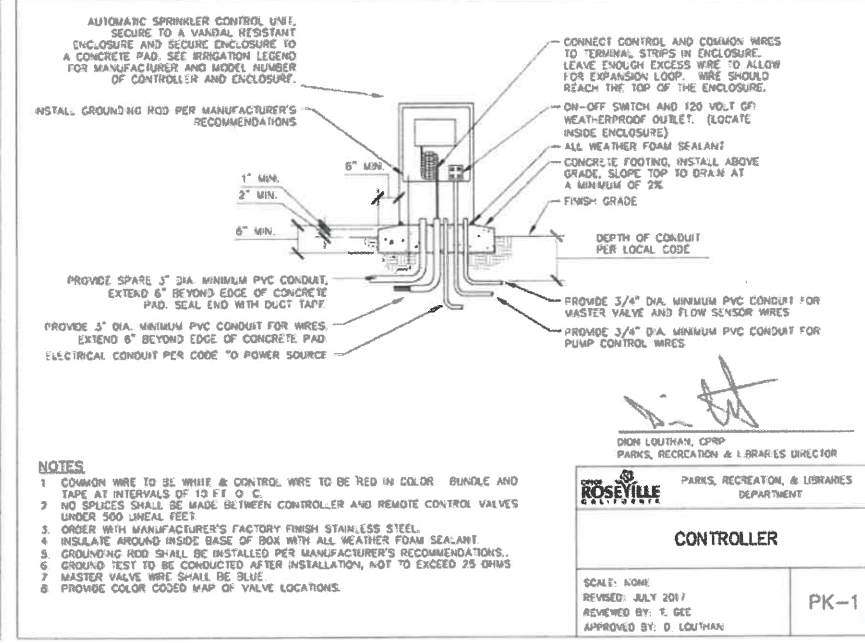
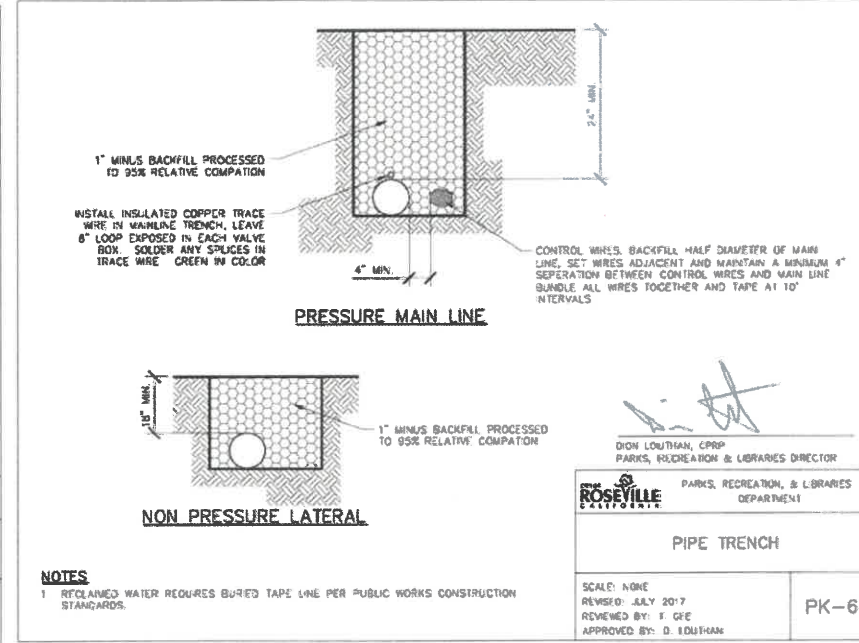
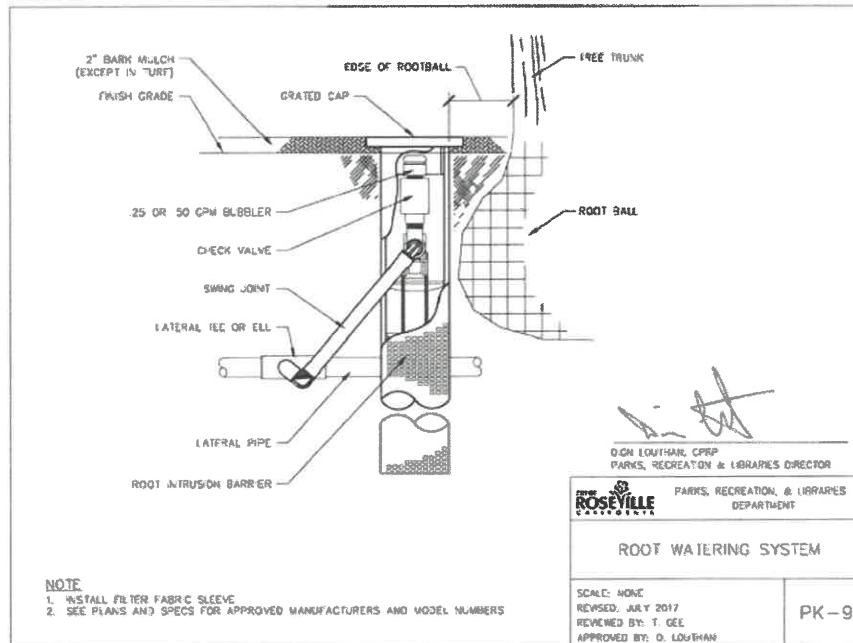
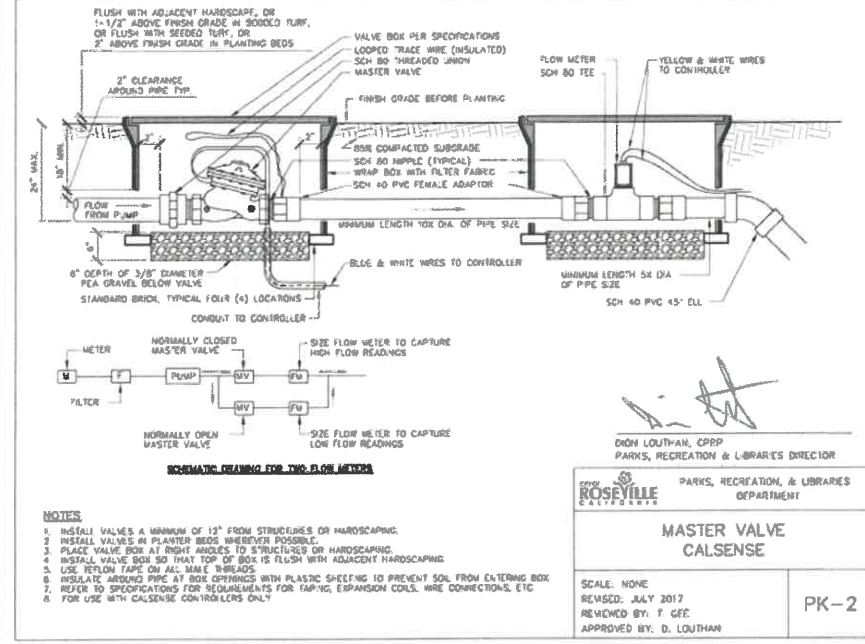
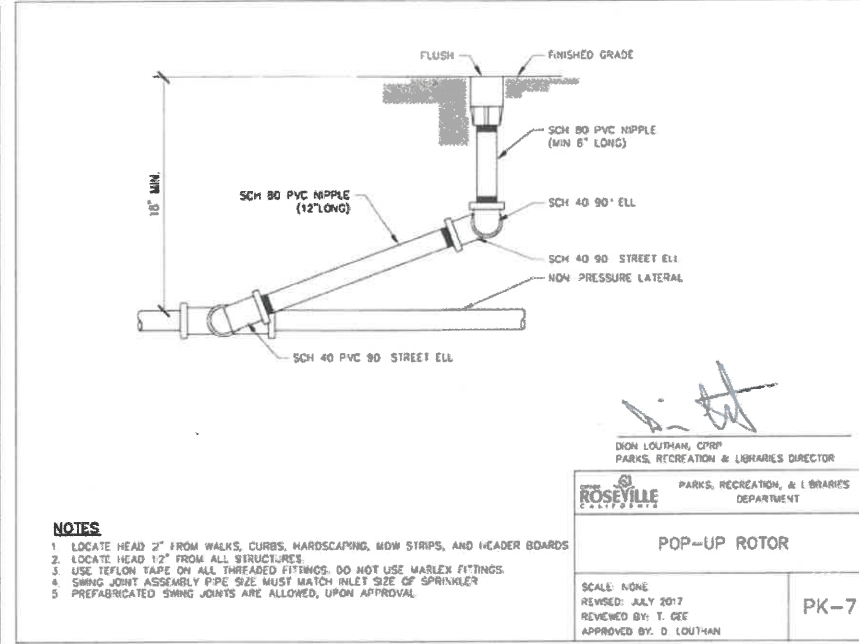
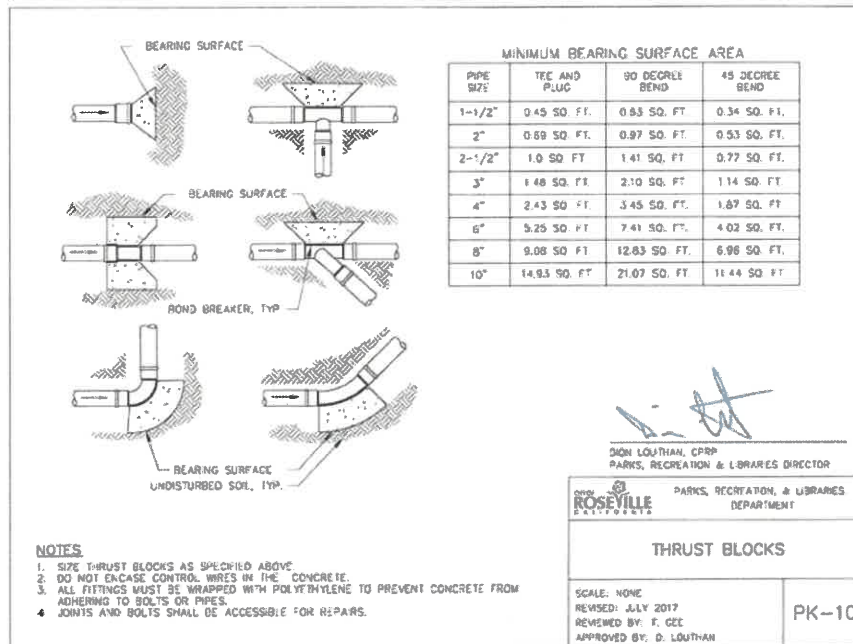
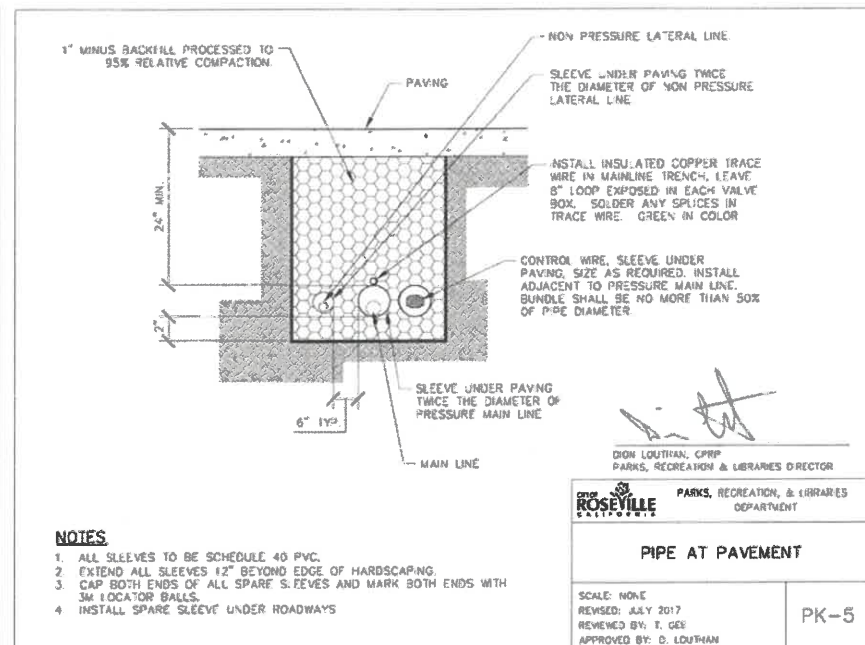
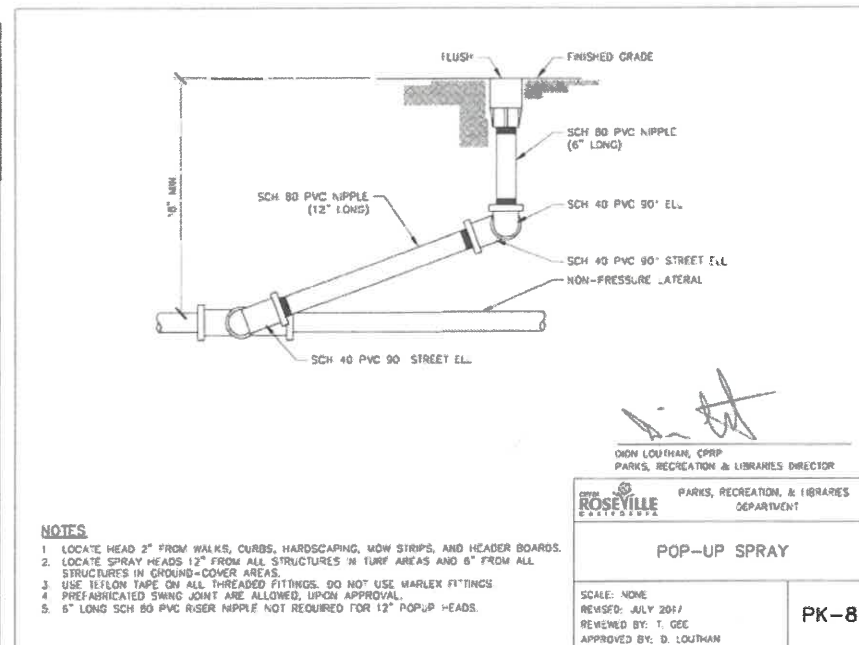
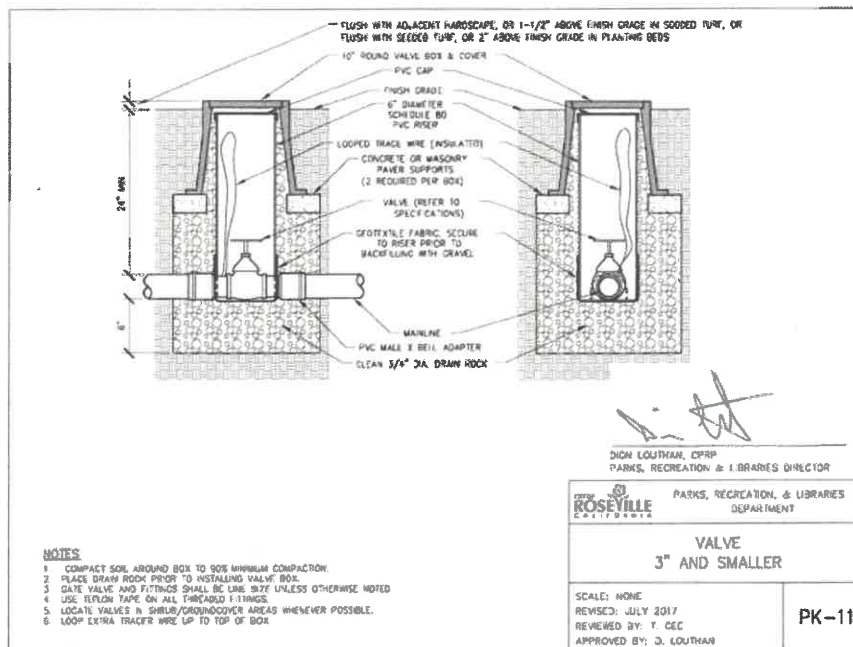


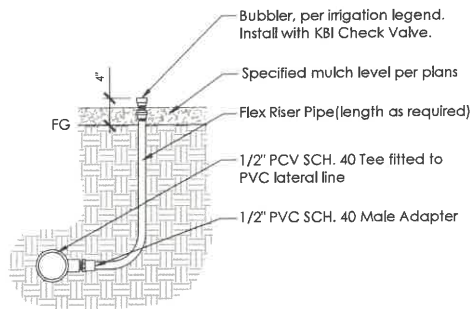
Irrigation Plan - South

Date: 2/27/21
Project Number: 18-1629
Scale: AS SHOWN

LI1.3

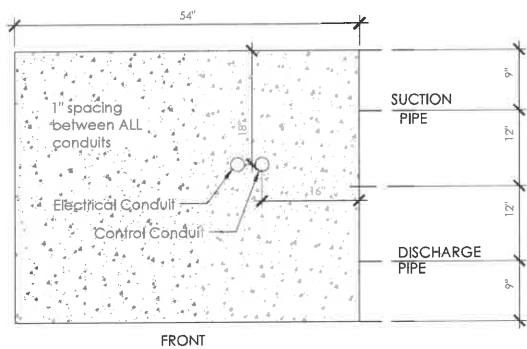
For Council Approval
Do Not Use for Bidding





5 BUBBLER ON FLEX RISER

NOT TO SCALE P-PA-PF52-05



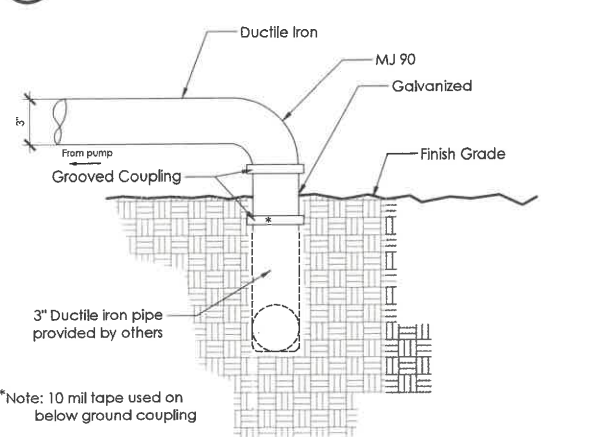
Slab dimensions with 3" apron around pump enclosure.

For permanent mounting to slab use 3/8" x 3" wedge anchors in all four corners. Anchoring holes and brackets are provided on each unit.



4 BOOSTER PUMP - SLAB DETAIL

NTS P-PA-PF52-30

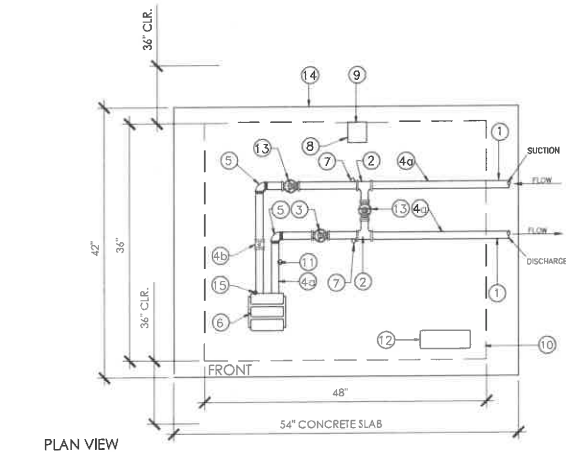


Ductile iron plumbing from the flanges above ground to the mainline by contractor.



3 BOOSTER PUMP - DROP PIPE

NTS P-PA-PF52-32



CUSTOMFLOW REFERENCE: 100 QUAD 05242018-1 / 10 VFD

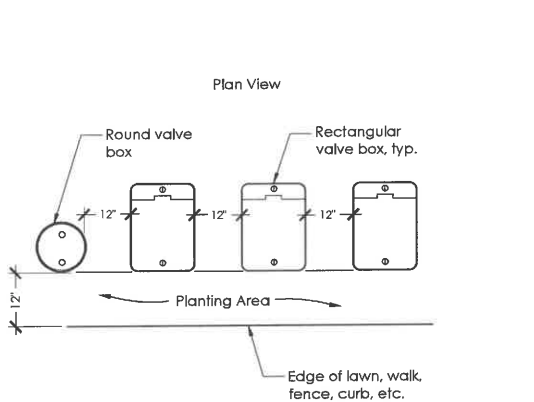
- 3" COMPANION FLANGE
- 3" GALVANIZED TEE (GROOVED)
- 2-1/2" AN 7721-3 GRUVLOK BUTTERFLY VALVE, GROOVED - FOR PUMP DISCHARGE
- 3" GALVANIZED SCHEDULE 40 GROOVED (LENGTH AS REQUIRED)
- 3" CENTRAL CHECK VALVE W/ GROOVED CONNECTION
- PUMP MODEL WITH BRONZE IMPELLER, RATED FOR 100 CFM AT 50 PSI INCREASE WITH 5 HP 3-PHASE, 3450 RPM, 230/460 ODP MOTOR.
- PRESSURE GAUGE, LIQUID FILLED (1) 160 PSI
- HOFFMAN 115 VOLT, 100 CFM AXIAL COOLING FAN
- HOODED COVER
- STEEL ENCLOSURE: TWO PIECE STEEL SIZE 48" x 36" x 40" X38", PIVOT TOP, SLANTED ROOF, POWDER COATED DARK GREEN COLOR. ALL STEEL BRACKETS AND HARDWARE.
- ELECTOR TRANSducer PA 3224 Q-145 PSI
- FUJI RAPID PAK FRN010-2DY, 31 AMP, VFD, 60 AMP CIRCUIT BREAKER, 230 VOLT SINGLE-PHASE INPUT, THREE-PHASE OUTPUT, WITH (2) PUMP START RELAY TERMINALS, CONTROLS WITH RELAY-RESET FOR TEMPERATURE SWITCH.
- 3" AN 7721-3 GRUVLOK BUTTERFLY VALVE-BYPASS AND SUCTION.
- LEVEL CONCRETE PAD SIZE 42" X 54", 4" THICK, AND 1" ABOVE SURROUNDING GRADE. TOOL EDGES 1/2". NOTE: THE INLET/OUTLET ARE LOCATED ON THE RIGHT SIDE FACING THE FRONT. ALLOW 36" CLEARANCE IN FRONT AND REAR FOR SERVICE ACCESS.
- CUSTOM TEMPERATURE SWITCH PDNC

*NOTE: SINGLE-PHASE 230 VOLT ELECTRICAL SERVICE WITH 60-AMP BREAKER WITH GROUND AND CONTROL WIRES ARE REQUIRED. THE THREE CONDUITS AND WIRES ARE CONNECTED TO THE PANEL TERMINALS INSIDE THE ENCLOSURE. CUSTOM PUMP & POWER INC. TO PROVIDE SHOP ASSEMBLY, STARTUP, TRAINING AND OWNER'S MANUAL. PHONE: (916) 429-9729, 4 WATER REEF COURT, SACRAMENTO, CA, 95831



2 BOOSTER PUMP - DIAGRAM AND SPECIFICATION

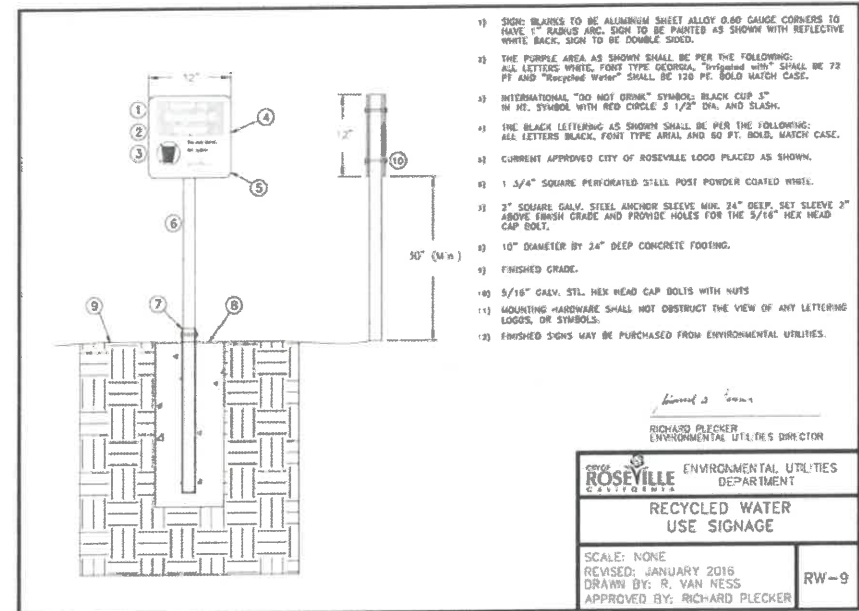
NTS P-PA-PF52-31



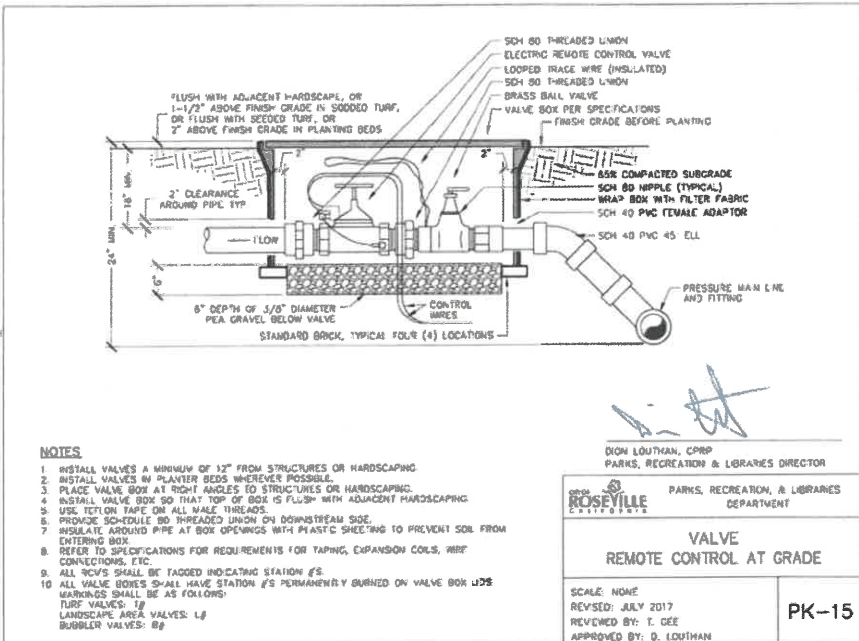
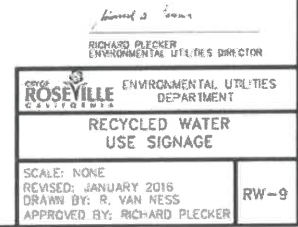
- Notes:
- Center boxes over valves.
 - Set boxes in ground cover/shrub area where possible.
 - Set boxes parallel to each other and perpendicular to edge of hardscape.
 - Valve box shall be Pantone 512 for reclaimed water.

1 VALVE BOX DETAIL

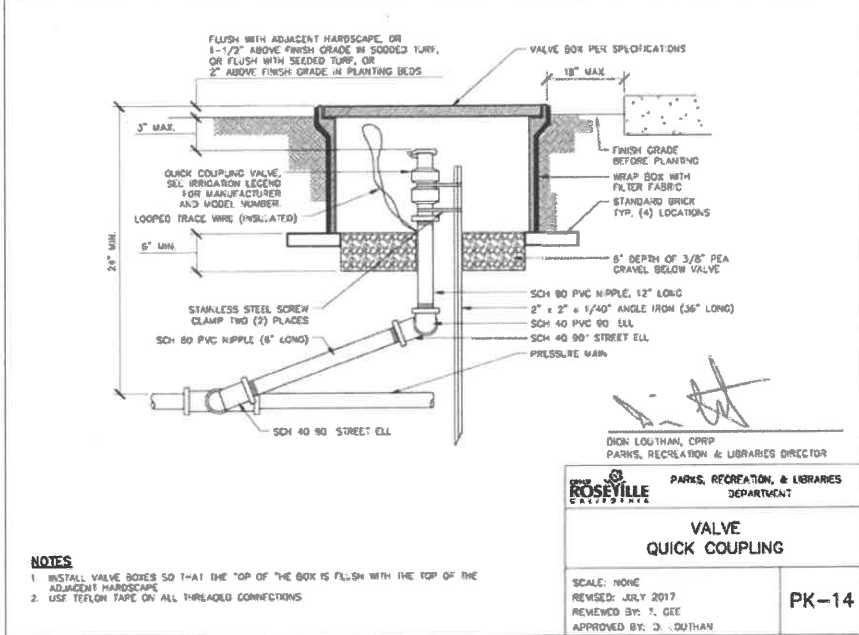
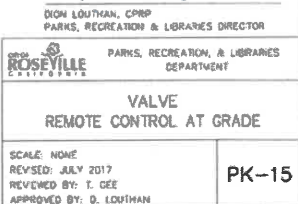
NOT TO SCALE P-PA-PF52-29



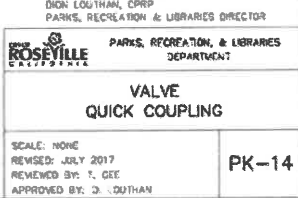
- SHOW BRACKETS TO BE ALUMINUM SHEET ALLOY 0.60 GAUGE CORNERS TO HAVE 1" RADIUS ARC. SIGN TO BE PAINTED AS SHOWN WITH REFLECTIVE WHITE BACK. SIGN TO BE DOUBLE SIDED.
- THE PURPLE AREA AS SHOWN SHALL BE PER THE FOLLOWING: ALL LETTERS WHITE, FONT TYPE GEORGIA, "Reclaimed Water" SHALL BE 72 PT AND "Recycled Water" SHALL BE 120 PT. BOLD MATCH CASE.
- INTERNATIONAL "DO NOT DRINK" SYMBOL: BLACK CUP 1" IN HT. SYMBOL WITH RED CIRCLE 3 1/2" DIA. AND SLASH.
- THE BLACK LETTERING AS SHOWN SHALL BE PER THE FOLLOWING: ALL LETTERS BLACK, FONT TYPE ARIAL AND 80 PT. BOLD, MATCH CASE.
- CURRENT APPROVED CITY OF ROSEVILLE LOGO PLACED AS SHOWN.
- 1 3/4" SQUARE PERFORATED STILL POST POWDER COATED WHITE.
- 3" SQUARE GALV. STEEL ANCHOR SLEEVE W/ 3/4" DEEP SET SLEEVE 2" ABOVE FINISH GRADE AND PROVIDE HOLES FOR THE 3/16" HEX HEAD CAP BOLT.
- 10" DIAMETER BY 24" DEEP CONCRETE FOOTING.
- FINISHED GRADE.
- 5/16" GALV. STL. HEX HEAD CAP BOLTS WITH NUTS
- MOUNTING HARDWARE SHALL NOT OBSTRUCT THE VIEW OF ANY LETTERING LOGOS, OR SYMBOLS.
- FINISHED SIGNS MAY BE PURCHASED FROM ENVIRONMENTAL UTILITIES.



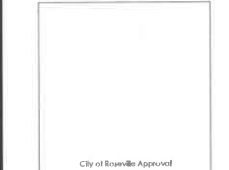
- NOTES
- INSTALL VALVES A MINIMUM OF 12" FROM STRUCTURES OR HARDSCAPING.
 - INSTALL VALVES IN PLANTING BEDS WHEREVER POSSIBLE.
 - PLACE VALVE BOX AT RIGHT ANGLES TO STRUCTURES OR HARDSCAPING.
 - INSTALL VALVE BOX SO THAT TOP OF BOX IS FLUSH WITH ADJACENT HARDSCAPING.
 - USE TEFLON TAPE ON ALL MATE THREADS.
 - PROMOTE SCHEDULE 40 THREADED UNION ON DOWNSTREAM SIDE.
 - INSULATE AROUND PIPE AT BOX OPENINGS WITH PLASTIC SHEETING TO PREVENT SOIL FROM ENTERING BOX.
 - REFER TO SPECIFICATIONS FOR REQUIREMENTS FOR TAPING, EXPANSION COILS, WIRE CONNECTIONS, ETC.
 - ALL 90'S SHALL BE TAGGED INDICATING STATION #S.
 - ALL VALVE BOXES SHALL HAVE STATION #S PERMANENTLY BURNED ON VALVE BOX JOBS.
 - WARNINGS SHALL BE AS FOLLOWS: TURF VALVES: 1# LANDSCAPE AREA VALVES: 1# BUBBLER VALVES: 1#



- NOTES
- INSTALL VALVE BOXES SO THAT THE TOP OF THE BOX IS FLUSH WITH THE TOP OF THE ADJACENT HARDSCAPING.
 - USE TEFLON TAPE ON ALL THREADED CONNECTIONS.



No.	Description	Date



For Council Approval
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**R.G. Phillips Park
Park Site F-52**
Construction Documents 100%
1200 Old Coach Drive, Roseville, CA

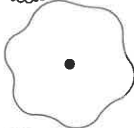
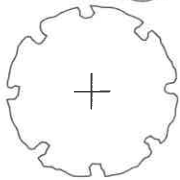
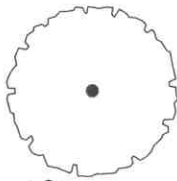
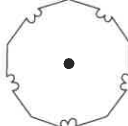
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Issuances & Revisions

No.	Description	Date
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PLANT SCHEDULE

TREES	CODE	BOTANICAL NAME / COMMON NAME	SIZE	WATER USE	SPACING	QTY
	CER OCC	Cercis occidentalis / Western Redbud	15 gal	Very Low	10' O.C.	23
	CHI RET	Chionanthus retusus / Chinese Fringe Tree	15 gal	Medium	15' O.C.	6
	PIS KEI	Pistacia chinensis `Keith Davey` / Keith Davey Chinese Pistache	15 gal	Low	20' O.C.	18
	QUE LOB	Quercus lobata / Valley Oak	15 gal	Very Low	40' O.C.	29
	ULM ACC	Ulmus `Accolade` / Accolade Elm	15 gal	Medium	40' O.C.	15
	ULM PRO	Ulmus propinqua `Emerald Sunshine` / Emerald Sunshine Elm	15 gal	Medium	30' O.C.	5
GROUND COVERS	CODE	BOTANICAL NAME / COMMON NAME	SIZE	WATER USE	SPACING	QTY
	HYD	Hydroseed / 2 types, per specs	per specs	Non-Irrigated	N/A	43,540 sf
	TUR RTF	Turf from seed / RTF Fescue	seed	High	N/A	110,042 sf
	CODE	DESCRIPTION	QTY			
	PL-101	Bark mulch, per specs	56,206 sf			
	PL-102	1-1/2" Rock mulch (3" Depth)	700 sf			

PLANT SCHEDULE

SHRUBS	CODE	BOTANICAL NAME / COMMON NAME	SIZE	WATER USE	SPACING	SPACING	QTY
	ACA LOW	Acacia redolens 'Lowboy' / Bank Catclaw	5 gal	Low	8' O.C.	96" o.c.	45
	ARC MIS	Arctostaphylos x 'Pacific Mist' / Pacific Mist Manzanita	5 gal	Low	8' O.C.	96" o.c.	61
	ELY CAN	Elymus condensatus 'Canyon Prince' / Canyon Prince Wild Rye	1 gal	Low	5' O.C.	60" o.c.	73
	MUH DUB	Muhlenbergia dubia / Pine Muhly	1 gal	Low	36" O.C.	36" o.c.	49
	MYO PUT	Myoporum parvifolium 'Putah Creek' / Putah Creek Myoporum	5 gal	Low	8' O.C.	96" o.c.	109
	PHL FRU	Phlomis fruticosa / Jerusalem Sage	1 gal	Low	4' O.C.	48" o.c.	59
	PHL PUR	Phlomis purpurea / Jerusalem Sage	1 gal	Low	4' O.C.	48" o.c.	38
	ROS NOA	Rosa x 'Noala' / Flower Carpet Coral Groundcover Rose	1 gal	Medium	36" O.C.	36" o.c.	8
	SAL WIN	Salvia clevelandii 'Winifred Gillman' / Cleveland Sage	1 gal	Low	5' O.C.	60" o.c.	40

PLANTING NOTES

- The plant list is provided for the convenience of the Contractor. The Contractor shall verify all plant counts and if a discrepancy exists, the plan shall govern.
- Substitution of specified plant material shall not be made unless otherwise approved by the Landscape Architect. Same genus different species substitutions are acceptable provided the variety is similar in growth habit to the specified plant and water use is the same. Example: Escallonia 'Terry' could sub for 'Red Elf'. Rhamphiolepis can not substitute for Escallonia as they have different water use requirements. Certificates of compliance will not be completed for projects which exceed the water use of specified plant materials until conformance with the water efficient landscape requirements is achieved.
- Finish grade in planter areas shall be 3" below the top of adjacent curbs, walks or paved areas. Finish grade shall be smooth and even prior to installation of approved bark mulch, to a depth indicated in the City of Roseville Standard details, LP1.3. All landscape areas not covered with live material shall be covered with bark mulch.
- Planting areas shall be kept clean and free from all waste materials such as concrete, asphaltic waste, lumber or other such materials. Waste materials shall be removed by excavation of the soil. Replace with clean native top soil.
- See details and specifications for procedures, material, and installation requirements.
- Adjacent streets, sidewalks and other areas shall be kept free of mud, dirt or similar nuisances resulting from earthwork operations.
- Any damaged or destroyed landscaping shall be replaced to the satisfaction of the City.

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CWJ - 190070
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BD -

R.G. Phillips Park
Park Site F-52
Construction Documents 100%
1200 Old Coach Drive, Roseville, CA



Issuances & Revisions		
No.	Description	Date



Planting Notes & Legend

Date: 2/27/21
Project Number: 18-1629
Scale: AS SHOWN

LP1.0

R.G. Phillips Park
Park Site F-52
Construction Documents 100%

1200 Old Coach Drive, Roseville, CA

Stamp



Issuances & Revisions

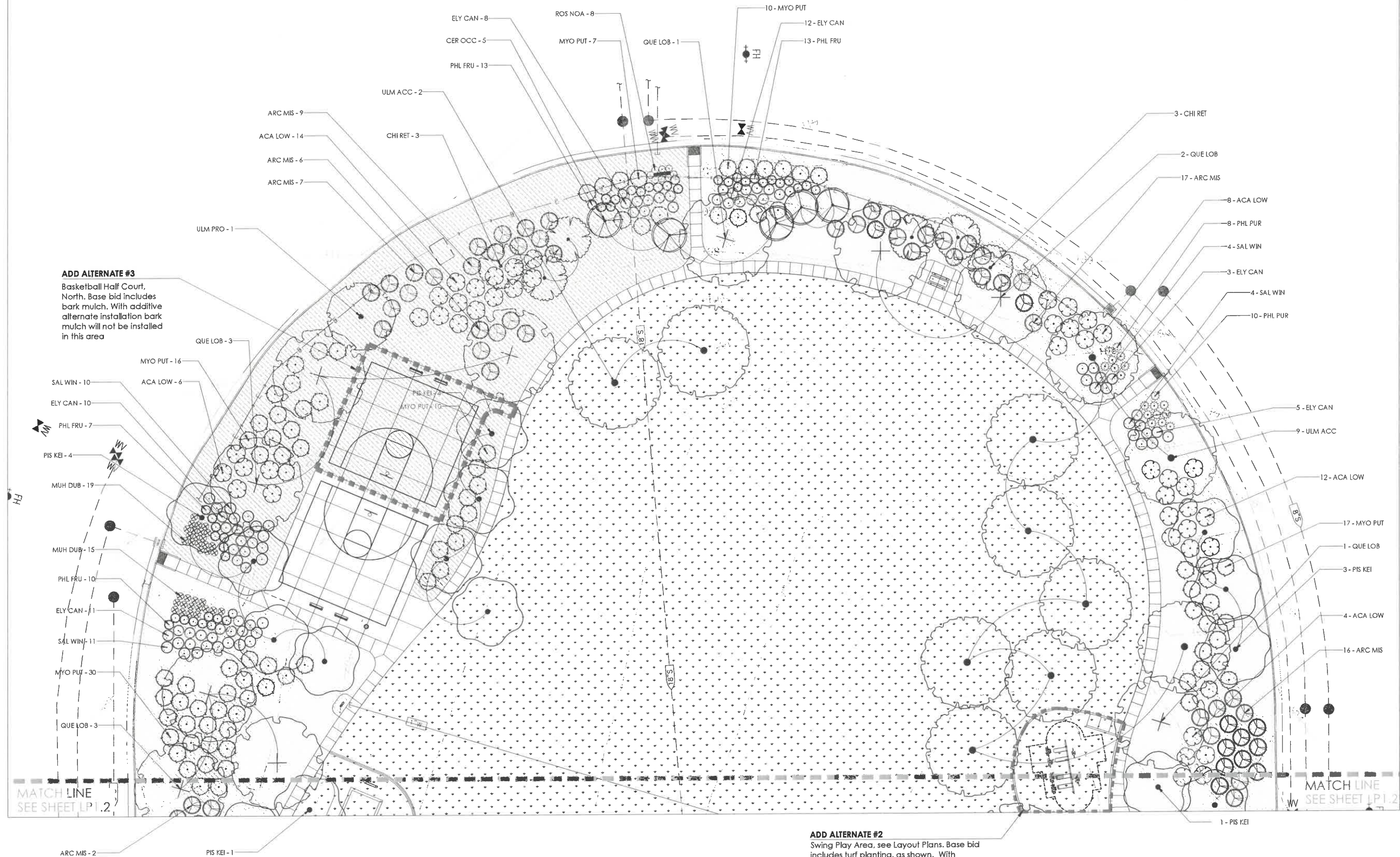
No.	Description	Date



Planting Plan - North

Date: 2/7/21
Project Number: 18-1629
Scale: AS SHOWN

LP1.1



ADD ALTERNATE #2
Swing Play Area, see Layout Plans. Base bid includes turf planting, as shown. With additive alternate installation, turf will not be installed in this area

See sheet LP1.0 for notes and legend.

0 20' 40'
Scale: 1" = 20'-0"



For Council Approval
Do Not Use for Bidding



Sunland Analytical

11419 Sunrise Gold Cycle, #10
Rancho Cordova, CA 95742
(916) 852-8557

Date Reported 04/04/2018
Date Submitted 03/30/2018

To: David Dean
Wallace-Kuhl & Assoc.
3050 Industrial Blvd
West Sacramento, CA 95691

From: Gene Oliphant, Ph.D. \ Randy Morney
General Manager \ Lab Manager

The reported analysis was requested for the following:
Location : 11817.01P Site ID : B1 @ 1 FT.
Thank you for your business.

* For future reference to this analysis please use SUN # 76542-159509.

SOIL ANALYSIS

Saturation Percent (SP)	27	Soil Texture	Sandy Loam
pH	6.21		
S.C.	0.15	mmho/cm	
Tot. Dissolved Salts	96	ppm	
Infiltration Rate (6% Slope)	0.75	in/hr	
% Organic Matter	3.1		
C.S.C.	7.9	meq/100g	
Sodium Absorption Ratio (SAR)	2.1		
Exchangeable Sodium Percent (ESP)	1.8		
Gypsum Req. (CaSO4*2H2O)	None Required		
est. Nitrogen Release	1.3	#/1000 sq.ft.	

Nitrate	0.12	ppm				
Phosphorus	2.07	ppm				
Potassium	66.20	ppm				
Sulfur	2.08	ppm				
Chloride	4.01	ppm				
Carbonates	50.62	ppm				
Sodium	33.09	ppm				
Calcium	1102.94	ppm				
Magnesium	250.09	ppm				
Boron	0.16	ppm				
Copper	0.89	ppm				
Iron	97.49	ppm				
Manganese	25.06	ppm				
Zinc	0.57	ppm				

Very Low Adequate Excessive



Sunland Analytical

11419 Sunrise Gold Cycle, #10
Rancho Cordova, CA 95742
(916) 852-8557

DATE 04/04/2018
SUN NUMBER 159509

Information requested by:
David Dean
Wallace-Kuhl & Assoc.

Information for:
11817.01P
Sample ID: B1 @ 1 FT

SOIL RECOMMENDATIONS FOR LANDSCAPE GARDENING

SOIL pH (Acidity and Alkalinity)
The pH of this sample indicates the soil is moderately acid and should be modified for non acid-tolerant plants. Apply 13 pounds of Dolomite Lime per 1000 sq.ft. and work into ground before planting.

DISSOLVED SALTS (Indicated by S.C. & TDS)
These conditions are in the normal range for plant growth.

SOIL TEXTURE AND RATE OF WATER INFILTRATION
The infiltration rate for all soil textures decreases with increasing ground slope. At 0 to 4%, 5 to 8%, 9 to 12%, 13 to 16% and above 16% the infiltration rate of this sample decreases from 1.06 to 0.85, 0.64, 0.42, 0.27, respectively. Infiltration rate also decreases with percent of ground cover and by compaction.

WATER PENETRATION OF SOIL DUE TO CHEMICAL CHARACTERISTICS
When exchangeable Sodium increases in the soil, water penetration decreases. Based on SAR and ESP values this sample has no penetration problem due to soil Sodium. No Gypsum required.

ORGANIC MATTER
Organic matter provides a slow nitrogen release and aids water retention. This sample has a moderate Organic Matter content. To maintain moisture and provide sustained nitrogen release a level of 10% organic matter is recommended. This can be accomplished by adding 3 yards per 1000 sq.ft. of ground fir bark that is approximately 75% organic matter (i.e. typically found in ground fir bark which also has naturally low salt and boron concentrations). In California, the UNDEL ordinance requires a fixed application of four yards of COMPOST if the soil organic matter is less than 4%. However, of significant concern when applying COMPOST is the potential for the compost to have high salt, high boron content, high C to N ratio and having a highly variable pH (very high to very low). All of these COMPOST characteristics can have very negative affect on plant growth. Take care by having the compost analysed or by seeing a recent analysis of the compost to be used.



Sunland Analytical

11419 Sunrise Gold Cycle, #10
Rancho Cordova, CA 95742
(916) 852-8557

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Information for:
11817.01P
Sample ID: B1 @ 1 FT

SOIL RECOMMENDATIONS FOR LANDSCAPE GARDENING

SOIL BORON

Boron concentrations are in a range allowing normal plant growth.

SOIL MICRONUTRIENTS

Micronutrients, Copper, Iron, Manganese and Zinc, in soil are present in small amounts. However, they play a necessary role in plant metabolism. Without appropriate amounts plants will not thrive. Apply the following per 1000/ sq.ft. Do not mix micronutrients during application (use a separate application for each element indicated).

Because copper, manganese and zinc are in very small amounts, dissolve (each) in 2 gallons of water and use a sprayer to obtain an even application.
Apply 0.2 # Copper Sulfate, 0.5 # Zinc Sulfate and water.

SOIL MICRONUTRIENTS : NITROGEN-PHOSPHORUS-POTASSIUM (N-P-K)

GENERAL N-P-K RECOMMENDATION

Use ONE of these NPK preparations for the first fertilizer application.

Standard NPK Fertilizer Preparations	4-20-20	5-20-10	16-16-16	0-10-10	28-3-4	21-0-0	Customer Choice Name
Preparations							
#/1000 sq.ft.	21	15	N/A	N/A	N/A	N/A	..

GRASS OR SOD PREPARATION

Till in organic matter, N,P,K and micro nutrients in addition to any lime gypsum or sulfur as directed above. Smooth soil surface and follow seed or sod producers direction for moisture and product application.

TREES AND SHRUBS

Excavate holes for planting shrubs and trees to at least twice the volume of the container. Prepare backfill for tree and shrub planting holes by mixing three parts of native soil (or imported top soil) with one part organic amendment (preferably nitrogen and iron fortified) and 3.5 pounds of 4-20-20 per yard of mix. For extended fertilization, place slow release fertilizer tablets in each hole per manufacturer's instructions. IE 4-20-20 was not directly added to backfill mix, during backfill apply uniformly 1/2 oz of 4-20-20 per gallon containers, 2.5 oz per 5 gallons, 6 oz per 24 inch boxes.



Sunland Analytical

11419 Sunrise Gold Cycle, #10
Rancho Cordova, CA 95742
(916) 852-8557

DATE 04/04/2018
SUN NUMBER 159509

Information requested by:
David Dean
Wallace-Kuhl & Assoc.

Information for:
11817.01P
Sample ID: B1 @ 1 FT

SOIL RECOMMENDATIONS FOR LANDSCAPE GARDENING

Summary and Suggested Sequence of Soil Improvements (#/1000 Sq.Ft.)

Dolomite Lime	13	#
Organic Amendment	3	Yd./1000 Sq.Ft. Bulk organic amendment (nitroified) or in Calif. if Org.Mat. less than 4% use 4 yd compost.
M-P-K Fertilizer	See above chart	
Micro Nutrients		
Copper	0.2	# Copper Sulfate
Zinc	0.5	# Zinc Sulfate
Sulfate-Sulfur	2	# Ammonium Sulfate

Maintenance Fertilization

Apply 3 pounds of Ammonium sulfate (21-0-0) per 1000 sq.ft. every month until plants become established. After established, apply 28-3-4 (or similar preparation) to provide desired growth rate and color.

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landscape architecture and planning, inc.
SACRAMENTO | SANTA ROSA
916.441.2129 | www.quadriga.com

CITY OF
ROSEVILLE
CALIFORNIA
**Parks, Recreation
& Libraries**

CWJ - 190070
EN - 18-0892
BD -

R.G. Phillips Park
Park Site F-52
Construction Documents 100%

1200 Old Coach Drive, Roseville, CA

Stamp



For project information, please contact the Project Manager.

Issuances & Revisions

No. Description Date

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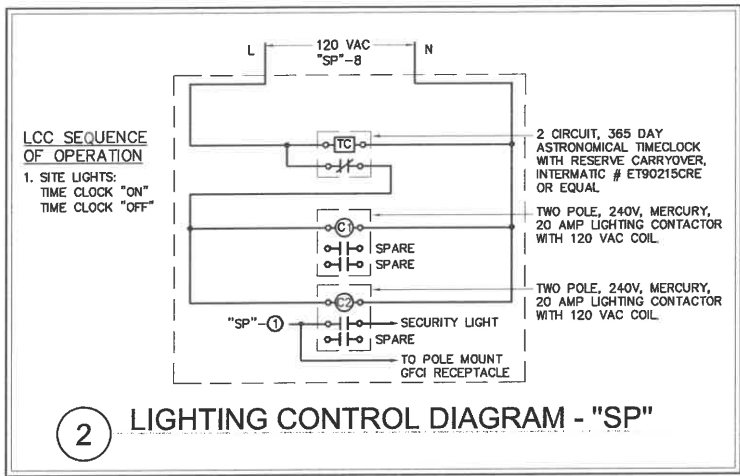
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Date: 20/04/17

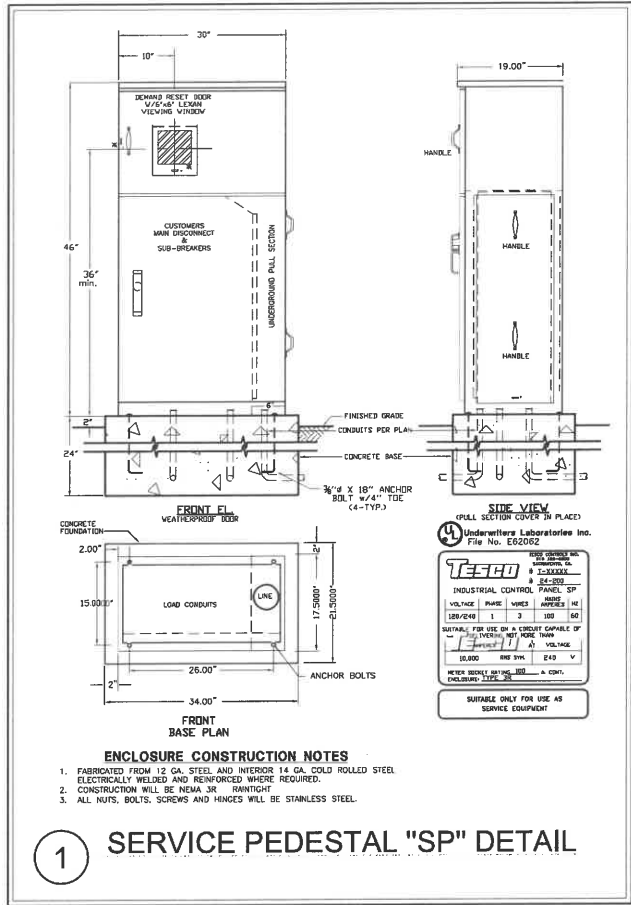
Project Number: 18-1629

Scale: AS SHOWN

LP1.4



FIXTURE SCHEDULE						
TAG	DESCRIPTION	MANUFACTURER	VOLTS	LAMPS	VA	REMARKS
A	POST TOP MOUNTED LED LUMINAIRE SYMMETRICAL DISTRIBUTION	HADCO # RL54-B-N-N-1-A-W-N-N-N-A-2-N-N-N-N-SP1	120	64 LED	39	16FT POLE # RT34-16-BLK-DE -TXT30-30

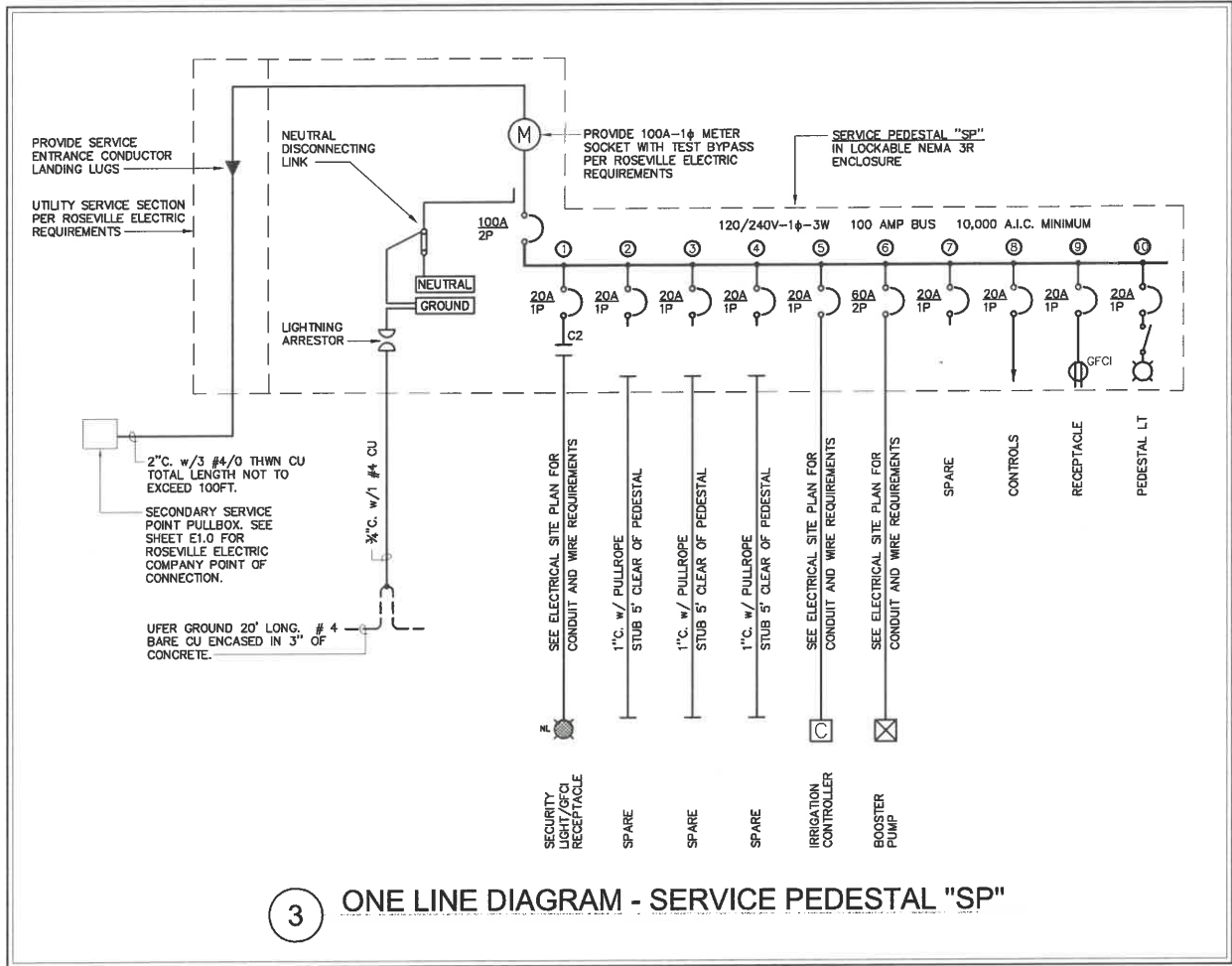


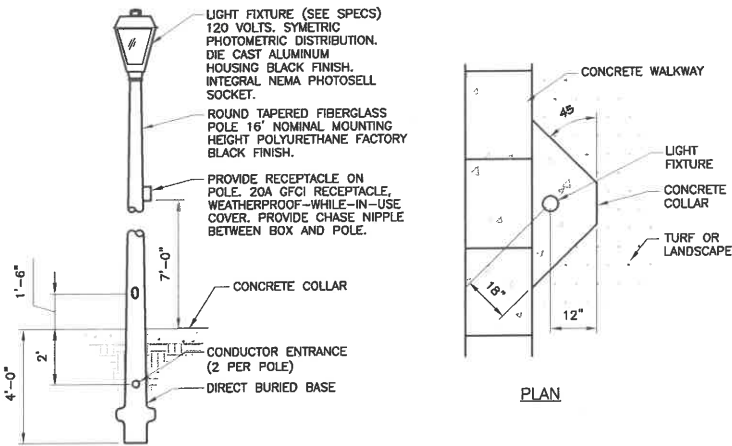
ELECTRICAL ABBREVIATIONS	
SYMBOL	DESCRIPTIONS
A/AMP	AMPERES
AC	ALTERNATING CURRENT
AFF	ABOVE FINISHED FLOOR
AFC	ABOVE FINISHED CEILING
AFG	ABOVE FINISHED GRADE
AIC	AMPERES INTERRUPTING CAPACITY (SYMMETRICAL)
C	CONDUIT
CCT	CIRCUIT
CKT	CIRCUIT
DC	DIRECT CURRENT
(E)	EXISTING TO REMAIN
EC	EMPTY CONDUIT
EM	EMERGENCY
EMT	ELECTRICAL METALLIC TUBING
FACP	FIRE ALARM CONTROL PANEL
FLA	FULL LOAD AMPS
FLEX	FLEXIBLE METALLIC CONDUIT
GFCI	GROUND FAULT CIRCUIT INTERRUPTER
GND/G	GROUND
HP	HORSEPOWER
IG	ISOLATED GROUND
J-BOX	JUNCTION BOX
KVA	KILOVOLT-AMPS
KW	KILOWATTS
LTG	LIGHTING
MCA	MINIMUM CIRCUIT AMPACITY
MCB	MAIN CIRCUIT BREAKER
MLO	MAIN LUGS ONLY
MTD	MOUNTED
(N)	NEW
N	NEUTRAL CONDUCTOR (GROUNDED CIRCUIT CONDUCTOR)
N.I.E.S.	NOT IN ELECTRICAL SCOPE OR SPECIFICATIONS
NL	NIGHT LIGHT
PH/P	PHASE OR POLE
PNL	PANELBOARD
PVC	POLYVINYL CHLORIDE CONDUIT (SCHEDULE 40)
(R)	RELOCATE/RELOCATED
RECEP	RECEPTACLE
RSC	RIGID GALVANIZED STEEL CONDUIT
U	UNSWITCHED
UNO	UNLESS NOTED OTHERWISE
V	VOLTS
W	WATTS
WP	WEATHERPROOF
WPU	WEATHERPROOF WHILE IN USE
(X)	REMOVE
XFMR	TRANSFORMER

ELECTRICAL SHEET INDEX	
SHEET NO.	SHEET TITLE
E0.1	SYMBOL LEGEND, ABBREVIATIONS, ONE LINE DIAGRAM, DETAILS, DRAWING INDEX AND NOTES
E1.0	OVERALL ELECTRICAL SITE PLAN
E1.1	ENLARGED ELECTRICAL SITE PLAN
E2.1	TITLE 24 OUTDOOR COMPLIANCE FORMS
E2.2	TITLE 24 OUTDOOR COMPLIANCE FORMS

SYMBOL LEGEND	
⊙	POST TOP MOUNTED SECURITY LIGHT
Ⓢ	LANDSCAPE CONTROLLER
①	NOTE DESIGNATION
⌚	TIME CLOCK
⊠	CONTROL EQUIPMENT, N.I.E.S., CONNECT AS REQUIRED
ⓧ	FUSED DISCONNECT SWITCH
ⓧ	ELECTRICAL PULLBOX
—	CONDUIT HOMERUN TO SERVICE PEDESTAL
---	CONDUIT RUN CONCEALED 24" MIN. BELOW FINISHED GRADE
BRANCH CIRCUIT WITHOUT FURTHER DESIGNATION INDICATES A 2 #12 WIRE CIRCUIT	
ADDITIONAL NO. OF #12: 3 #12: 2 #12 & 1 #12 GND: 5 #12 & 1 #12 GND: ETC. OTHER WIRE	
SIZES: 2 #10 & 1 #12 GND: 3 #4 & 1 #8 GND: A LONGER HASH MARK DENOTES A NEUTRAL	
C.	CONDUIT, PVC SCHEDULE 40
MT	EMPTY CONDUIT WITH 1/4" POLY PULLROPE
CU	COPPER
WP	WEATHERPROOF
NOTE: SYMBOLS INDICATED ABOVE MAY NOT NECESSARILY APPEAR AS PART OF THESE DRAWINGS IF NOT REQUIRED.	

GENERAL NOTES	
ALL GENERAL NOTES SHOWN BELOW ARE NOT NECESSARILY USED ON PLANS IF NOT REQUIRED.	
1.	THE ELECTRICAL SPECIFICATIONS DIVISION 26 ARE AN INTEGRAL PART OF THE ELECTRICAL CONSTRUCTION DOCUMENTS. THE CONTRACTOR SHALL THOROUGHLY REVIEW ALL INFORMATION PROVIDED IN BOTH THESE DRAWINGS AND THE ASSOCIATED ELECTRICAL SPECIFICATIONS PRIOR TO PREPARING A BID FOR THE ELECTRICAL WORK AND SHALL AFFIRM HAVING DONE SO BY THE SUBMISSION OF A BID FOR STATED WORK.
2.	FURNISH AND INSTALL ALL NECESSARY LABOR, MATERIALS, EQUIPMENT AND INCIDENTALS REQUIRED TO INSTALL COMPLETE AND OPERATIONAL ELECTRICAL SYSTEMS ACCORDING TO THE INTENT OF THESE DRAWINGS AND ASSOCIATED SPECIFICATIONS WHETHER ITEMIZED OR NOT.
3.	EXAMINE THE DRAWINGS FOR IRRIGATION EQUIPMENT AND PROVIDE STARTERS, CIRCUIT BREAKERS, SWITCHES, PUSH BUTTONS AND APPURTENANCES WHICH ARE NOT SPECIFIED TO BE WITH THE IRRIGATION EQUIPMENT. ERECT ALL ELECTRICAL EQUIPMENT NOT DEFINITELY STATED TO BE ERECTED BY OTHERS, FURNISH AND INSTALL CONDUIT WIRE AND CABLE AND MAKE CONNECTIONS REQUIRED TO PLACE ALL EQUIPMENT IN COMPLETE OPERATION.
4.	THE ELECTRICAL CONTRACTOR SHALL HAVE THOROUGHLY EXAMINED THE SITE AND FAMILIARIZED HIMSELF WITH THE EXISTING CONDITIONS, AND SHALL HAVE MADE ALLOWANCE THEREFORE IN PREPARING HIS PROPOSAL. HE SHALL VERIFY EXISTING CONDITIONS, PULL BOXES, ELECTRICAL DISTRIBUTION SYSTEMS AND DEMOLITION REQUIREMENTS PRIOR TO SUBMITTING A BID.
5.	IN THE EVENT OF DISCREPANCIES BETWEEN EXISTING CONDITIONS AND THE DRAWINGS, THE ELECTRICAL CONTRACTOR SHALL BID NEW CONDITIONS, WIRES AND NECESSARY EQUIPMENT IN ORDER TO COMPLETE THE JOB AND PROVIDE A FULLY OPERABLE AND ACCEPTABLE SYSTEMS. EXTRAS WILL NOT BE ALLOWED FOR WORK NOT INDICATED OR NOTED ON THE DRAWINGS WHEN SUCH WORK IS APPARENT FROM AN INSPECTION OF THE PREMISES AT THAT TIME.
6.	ALL CONDUCTORS & PANELBOARD BUSSING FOR THIS PROJECT SHALL BE COPPER UNO. ALL CONDUCTORS SHALL BE IN CONDUIT.
7.	PROVIDE ENGRAVED PHENOLIC NAMEPLATES FOR PANELBOARDS, SERVICE PEDESTAL AND DISTRIBUTION CIRCUIT BREAKERS, WHITE LETTERS, 1/2" HEIGHT ON BLACK BACKGROUND. SCREW ATTACH LABELS TO EQUIPMENT WITH TWO OVAL HEAD SCREWS.
8.	ALL MATERIALS USED ON THIS PROJECT SHALL BE LISTED AND BEAR THE LABEL OF UNDERWRITERS LABORATORIES AND APPROVED FOR ITS INTENDED USE.
9.	ELECTRICAL WORK SHALL COMPLY WITH THE LATEST ENACTED EDITIONS OF THE NEC AND ALL APPLICABLE STATE AND LOCAL CODES AND STANDARDS.
10.	REFER TO CIVIL AND LANDSCAPE DRAWINGS FOR ALL DIMENSIONS. DO NOT SCALE FROM ELECTRICAL DRAWINGS.
11.	INSTALL A 3/16" POLYPROPYLENE PULL LINE IN ALL EMPTY CONDUITS. UNO.
12.	ALL EQUIPMENT EXPOSED TO WEATHER CONDITIONS SHALL BE WEATHERPROOF, NEMA RATED AS REQUIRED PER NEMA & U.L. STANDARDS UNO.
13.	REFER TO ONE LINE DIAGRAM FOR CONDUIT AND CONDUCTOR SIZE TO PANELS. CONDUIT RUNS MAY NOT BE SHOWN ON DRAWINGS, BUT ARE PART OF THIS CONTRACT.
14.	ALL MATERIAL AND EQUIPMENT IS TO BE LISTED AND INSTALLED PER MANUFACTURER'S SPECIFICATIONS AND NEC 110.3(B).
15.	ALL MOTOR CIRCUITS AND OVERCURRENT PROTECTION ARE TO COMPLY WITH MANUFACTURER'S NAMEPLATE RATING AND NEC 430.
16.	ELECTRICAL CONTRACTOR SHALL PROVIDE ALL FINAL RUNS AND CONNECTIONS TO EQUIPMENT.
17.	WORKMANSHIP SHALL BE OF THE HIGHEST GRADE. DEFECTIVE EQUIPMENT OR EQUIPMENT DAMAGED IN THE COURSE OF INSTALLATION OR TEST SHALL BE REPLACED OR REPAIRED IN A MANNER MEETING WITH THE APPROVAL OF THE OWNER.
18.	ALL RACEWAYS AND CONDUITS SHALL HAVE A SEPARATE INSULATED EQUIPMENT GROUNDING CONDUCTOR COLOR GREEN, SIZED IN CONFORMITY WITH NEC TABLE 250.122.
19.	DO NOT SCALE ELECTRICAL PLANS FOR EQUIPMENT LOCATIONS. USE FIGURED DIMENSIONS IF GIVEN OR CHECK CIVIL AND LANDSCAPE PLANS.





SECTION

NOTES

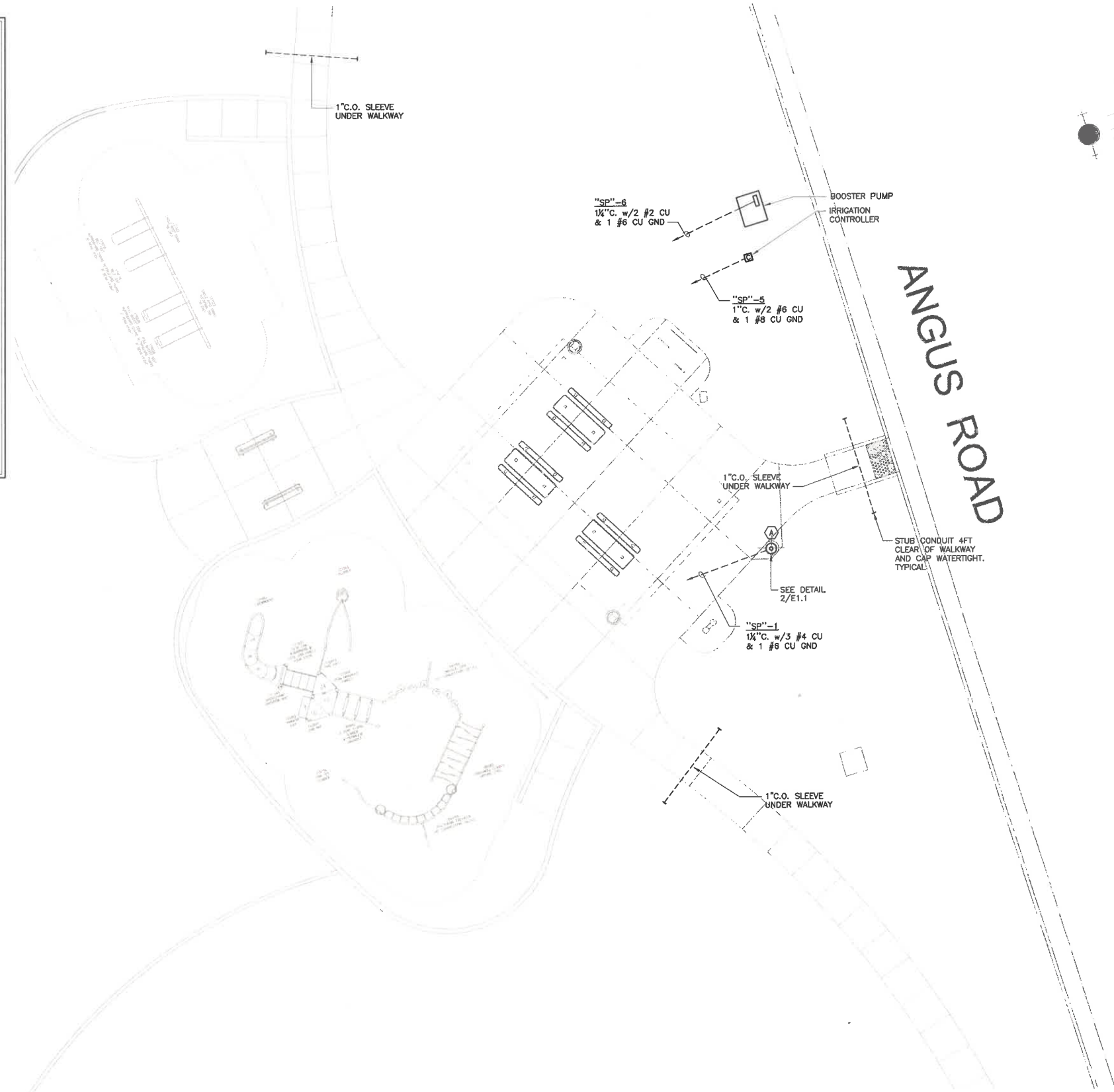
1. INCLUDE MANUAL BYPASS IN POWER PEDESTAL FOR MANUAL OVERRIDE.

2 SECURITY LIGHT WITH CONCRETE COLLAR DETAIL
NO SCALE

UTILITIES SERVICE AND UNDERGROUND TRENCHING NOTES

- THESE PLANS HAVE BEEN PREPARED WITHOUT UTILITY COMPANIES COMMITMENTS. LP CONSULTING ENGINEERS, INC. ACCEPTS NO RESPONSIBILITY AND SHALL NOT INCUR ANY COSTS DUE TO CHANGES IN SERVICE REQUIREMENTS BY THE UTILITY COMPANIES.
- CONTRACTOR SHALL COORDINATE SPECIFIC REQUIREMENTS WITH THE UTILITY COMPANIES AS FOLLOWS:
A. POWER COMPANY:
ROSEVILLE ELECTRIC, 2090 HILLTOP CIR, ROSEVILLE, CA. 95747
REPRESENTATIVE: JEFF WILCOX, (916) 746-1661
- CONTRACTOR SHALL CALL THE ROSEVILLE ELECTRIC REPRESENTATIVE TO ATTEND PRE-CONSTRUCTION MEETING.
- CONTRACTOR SHALL PROTECT ANY APPLICABLE EXISTING STREET LIGHTING, UTILITY POLES, OVERHEAD LINES, UNDERGROUND WIRING, AND UTILITY PULLBOXES DURING CONSTRUCTION.
- CONTRACTOR IS RESPONSIBLE FOR ON-SITE AND OFF-SITE IMPROVEMENTS AND TO COORDINATE POWER CONNECTIONS WITH ROSEVILLE ELECTRIC.
- POWER SERVICE:
A. THE CONTRACTOR IS RESPONSIBLE FOR COORDINATING WITH ROSEVILLE ELECTRIC FOR ALL ASPECTS OF THIS PROJECT INCLUDING ARRANGING FOR TEMPORARY CONSTRUCTION POWER, SCHEDULING INSPECTIONS, AND OBTAINING SIGN-OFFS, SCHEDULING RELOCATION AND REMOVAL OF UTILITY EQUIPMENT, INSTALLING UTILITY EQUIPMENT AND INFRASTRUCTURE, AND SCHEDULING FINAL CONNECTION SERVICES. CONTRACTOR SHALL BE AWARE THAT ROSEVILLE ELECTRIC REQUIRES EXTENSIVE ADVANCE NOTIFICATION AND SHOULD SCHEDULE ALL WORK ACCORDINGLY. CONTRACTOR SHALL NOT MAKE ANY CLAIMS FOR TIME DELAY DUE TO ANY ROSEVILLE ELECTRIC WORK ASSOCIATED WITH THIS PROJECT.
B. ROSEVILLE ELECTRIC POWER SERVICE LINES SHALL NOT BE INSTALLED IN THE SAME TRENCH AS ANY WET UTILITIES.
- UNDERGROUND TRENCHING:
A. USE EXTREME CAUTION WHEN DIGGING TO AVOID BURIED ELECTRICAL CABLES. CALL UNDERGROUND SERVICE ALERT (U.S.A.) 800-227-2600, 48 HOURS BEFORE DIGGING
B. BEFORE START OF ANY UNDERGROUND TRENCHING FOR CONDUIT RUNS, THE CONTRACTOR SHALL BE RESPONSIBLE TO COORDINATE WITH ALL PLANS OF OTHER TRADES (ARCHITECTURAL, CIVIL, LANDSCAPE), AND SITE CONDITIONS TO AVOID CONFLICT.
C. TRENCHING AND BACKFILLING SHALL BE IN ACCORDANCE WITH THE SPECIFICATIONS. COORDINATE WITH CIVIL, LANDSCAPE, AND ARCHITECTURAL SITE PLAN PRIOR TO THE TRENCHING, ETC. AND THE INSTALLATION OF THE ELECTRICAL SYSTEM.
D. ALL UNDERGROUND CONDUITS SHALL BE SCHEDULE 40 PVC, UL LISTED FOR DIRECT BURIAL, AND TERMINATED WITH FACTORY END BELL FITTINGS. ALL ELBOWS, BENDS AND TURNS TRANSITIONING TO GRADE SHALL BE INSTALLED USING PER MANUFACTURED 40-MIL. PVC COATED GALVANIZED STEEL ELBOWS AND OFFSETS.
E. ALL UNDERGROUND SERVICE CONDUITS SHALL BE SEALED TO COMPLY WITH NEC 230.8.
F. PROVIDE 24" MINIMUM COVERAGE FOR UNDERGROUND CONDUITS, UNLESS OTHERWISE NOTED. THE EXCEPTION IS FOR ROSEVILLE ELECTRIC SERVICE CONDUITS WHICH SHALL HAVE A 36" MINIMUM BURIAL DEPTH AND BE INSTALLED WITH A RED OXIDE CONCRETE CAP. TRENCHES SHALL ALL BE INSTALLED WITH A RED POLYETHYLENE WARNING RIBBON LABELED "ELECTRICAL", LOCATED 8" BELOW GRADE IN THE TRENCH.
G. PROVIDE UNDERGROUND TRACER WHERE NON-METAL CONDUITS ARE INSTALLED.
H. PROVIDE PART EX IDENTIFICATION TAGS TO IDENTIFY UNDERGROUND CIRCUITS.
I. ALL UNDERGROUND SPLICES SHALL BE MADE WATERPROOF BY PROVIDING WITH "SPlice-KOTE" SPLICE KITS OR OTHER ACCEPTED METHODS. ALL FUSEHOLDERS SHALL BE WATERTIGHT.
J. ALL UNDERGROUND RACEWAYS SHALL BE PROVIDED WITH A #10 AWG MINIMUM SIZE COPPER EQUIPMENT GROUNDING CONDUCTOR, WHETHER SHOWN ON PLAN OR NOT, UNLESS OTHERWISE NOTED.
K. THE CONTRACTOR SHALL BE RESPONSIBLE UNDER THIS CONTRACT TO REPAIR AND REPLACE ANY AND ALL DAMAGES TO EXISTING POC WALKS, AC PAVING, UTILITIES, TREES, TURF, PLANTED AREAS, AND OTHER FACILITIES RESULTING FROM THIS PROJECT. WHEN CUTTING OR TRENCHING THROUGH EXISTING CONCRETE SIDEWALKS, DRIVEWAYS, AND WALKWAYS, THE CONTRACTOR SHALL BE REQUIRED TO COMPLETELY REPLACE ENTIRE SECTIONS OF CONCRETE PANELS FROM SCOREMARK TO SCOREMARK AFFECTED BY THE CONSTRUCTION WORK. ALL SIDEWALKS, DRIVEWAYS, AND WALKWAYS SHALL BE REPLACED TO MATCH ADJACENT CONDITION AND AS DIRECTED BY THE ARCHITECT.

1 ENLARGED ELECTRICAL SITE PLAN
SCALE 1/8" = 1'-0"



CONSULTING
ENGINEERS
1209 Pleasant Grove Blvd.
Roseville, CA 95678
p 916-771-0778
www.lpengiineers.com
Job #: 17-2243

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916.441.2129 | www.quadrigo-lap.com



CWJ -
EN -
BD -

R.G. Phillips Park
Park Site F-52
99% Construction Documents
1200 Old Coach Drive, Roseville, CA



Issuances & Revisions		
No.	Description	Date



ENLARGED
ELECTRICAL
SITE PLAN

Date: 2/29/21
Project Number: 18-1629
Scale: AS SHOWN

E1.1

STATE OF CALIFORNIA
OUTDOOR LIGHTING CONTROLS
CERTIFICATE OF COMPLIANCE
Outdoor Lighting Controls
PARK SITE F-52
01/21/2019

A. Mandatory Outdoor Lighting Control Declaration Statements

Check all that apply:

- ☒ Lighting shall be controlled by self-contained lighting control devices which are limited to the energy Commission according to Title 20 Appliance Efficiency Regulations in accordance with §130.3(d).
- ☒ Lighting shall be controlled by a lighting control system or energy management control system in accordance with §130.9. An installation certificate shall be submitted in accordance with §130.4(b).
- ☒ All lighting controls and management devices comply with the applicable requirements of §130.9 and shall be installed in accordance with the manufacturer's instructions in accordance with §130.9(d).
- ☒ Two Night Outdoor Lighting Controls, as defined in Section 130.1(b), shall meet the requirements in Section 130.3(b).
- ☒ All outdoor incandescent luminaires rated over 100 watts, determined in accordance with Section 130.0(c), shall be controlled by a motion sensor.
- ☒ All outdoor luminaires rated for use with lamps greater than 150 lamp watts, determined in accordance with Section 130.0(c), shall comply with Uplight and glare requirements in accordance with Section 130.2(b).
- ☒ All installed outdoor lighting shall be controlled by a photocontrol or outdoor astronomical time switch control or other control capable of automatically switching off in accordance with Section 130.2(c).
- ☒ All installed outdoor lighting shall be controlled independently from other electrical loads by an automatic scheduling control in accordance with Section 130.2(c).
- ☒ All installed outdoor lighting, where the bottom of the luminaire is mounted 24 feet or less above the ground, shall be controlled with automatic lighting controls in accordance with Section 130.2(c).
- ☒ For Outdoor Signs, Marquees, or Automatic Lighting Controls shall be installed in accordance with Section 130.2(c).
- ☒ For Building Facades, Ornamental Landscaping and Outdoor Design Lighting, an automatic lighting control shall be installed in accordance with Section 130.2(c).
- ☒ Before an occupancy permit is granted for the newly constructed building or for the addition, or for any altered outdoor lighting controls, shall be certified as meeting the Acceptance Requirements for Code Compliance in accordance with §130.4(d). Outdoor lighting controls shall comply with the applicable requirements of Section 130.2(c) and Reference Approved Appendix B.

CA Building Energy Efficiency Standards - 2016 Nonresidential Compliance August 2016

STATE OF CALIFORNIA
OUTDOOR LIGHTING CONTROLS
CERTIFICATE OF COMPLIANCE
Outdoor Lighting Controls
PARK SITE F-52
01/21/2019

B. Mandatory Outdoor Lighting Control Schedule and Field Inspection Checklist

Outdoor Lighting Control Schedule	Standards Complied With (if all that apply or leave empty if exempt)	Field Inspection								
01	02	03	04	05	06	07	08	09	10	11
Location and Application of Luminaires Being Controlled	Type/Description of Lighting Control (e.g., photocontrol, outdoor astronomical time switch control, automatic scheduling control, etc.)	1	2	3	4	5	6	7	8	9
SECURITY LIGHT BY PICNIC TABLES IN PARK	ASTRONOMICAL TIME-SWITCH CONTROL	1	2	3	4	5	6	7	8	9

CA Building Energy Efficiency Standards - 2016 Nonresidential Compliance August 2016

STATE OF CALIFORNIA
OUTDOOR LIGHTING CONTROLS
CERTIFICATE OF COMPLIANCE
Outdoor Lighting Controls
PARK SITE F-52
01/21/2019

DECLARATION AUTHORITY'S DECLARATION STATEMENT

I, the undersigned, hereby declare that the information provided on this Certificate of Compliance is true and correct.

DECLARATION AUTHORITY'S INFORMATION

Name: KEN RUBITSKY
Firm: LP CONSULTING ENGINEERS, INC.
Address: 1209 PLEASANT GROVE BLVD.
City: ROSEVILLE, CALIFORNIA 95678
Phone: 916-771-0778

DECLARATION AUTHORITY'S SIGNATURE

Signature: [Signature]
Date: 01/21/2019

DECLARATION AUTHORITY'S INFORMATION

Name: KEN RUBITSKY
Firm: LP CONSULTING ENGINEERS, INC.
Address: 1209 PLEASANT GROVE BLVD.
City: ROSEVILLE, CALIFORNIA 95678
Phone: 916-771-0778

CA Building Energy Efficiency Standards - 2016 Nonresidential Compliance August 2016

STATE OF CALIFORNIA
OUTDOOR LIGHTING CONTROLS
CERTIFICATE OF COMPLIANCE
Outdoor Lighting Controls
PARK SITE F-52
01/21/2019

C. Outdoor Lighting Schedule and Field Inspection Energy Checklist

Location	01	02	03	04	05	06	07	08	09
Name or Symbol	01	02	03	04	05	06	07	08	09
Location	01	02	03	04	05	06	07	08	09
Name or Symbol	01	02	03	04	05	06	07	08	09
Location	01	02	03	04	05	06	07	08	09
Name or Symbol	01	02	03	04	05	06	07	08	09
Location	01	02	03	04	05	06	07	08	09
Name or Symbol	01	02	03	04	05	06	07	08	09
Location	01	02	03	04	05	06	07	08	09
Name or Symbol	01	02	03	04	05	06	07	08	09
Location	01	02	03	04	05	06	07	08	09
Name or Symbol	01	02	03	04	05	06	07	08	09
Location	01	02	03	04	05	06	07	08	09
Name or Symbol	01	02	03	04	05	06	07	08	09
Location	01	02	03	04	05	06	07	08	09
Name or Symbol	01	02	03	04	05	06	07	08	09
Location	01	02	03	04	05	06	07	08	09
Name or Symbol	01	02	03	04	05	06	07	08	09
Location	01	02	03	04	05	06	07	08	09
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Location	01	02	03	04					

R.G. Phillips Park
Park Site F-52
99% Construction Documents
1200 Old Coach Drive, Roseville, CA

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1000

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City of Roseville Approval

TITLE 24 OUTDOOR

LIGHTING

LIGHTING

COMPLIANCE

FORMS : da

10/21/21

Date: 21/01/21
Page: 11/11

Project Number: 18-1629

Scale: AS SHOWN

15

52.2

E2.2

— — —

01/16/18 CUP-18-001 OUTDOOR LIGHTING POWER ALLOWANCES 61846-01-175, 1-6, 1-6, 1-6, 1-6, 1-6 CERTIFICATE OF COMPLIANCE Outdoor Lighting Power Allowance (OLPA)		CALIFORNIA DEPARTMENT OF INDUSTRIAL RELATIONS NRC1410-8-8 Page 6 of 10	
Project Name: PARK SITE F-52		Date: 01/21/2019	
DOCUMENTATION AUTHORITY'S DECLARATION STATEMENT I, <u>KEN RUBITSKY</u> , the undersigned, hereby certify that the information provided in this Certificate of Compliance is true and correct.			
Name: KEN RUBITSKY LP CONSULTING ENGINEERS, INC. 1209 PLEASANT GROVE BLVD. ROSEVILLE, CALIFORNIA 95678		Signature:  Date: 01/21/2019 Title: Principal Engineer	
RESPONSIBLE PERSON'S DECLARATION STATEMENT I certify the following under penalty of perjury, under the laws of the State of California: 1. The information provided in this Certificate of Compliance is true and correct. 2. I am duly licensed as a Professional Engineer of the Business and Professions Code to act as responsible for the building design or system design and/or the design of the building or system. 3. The energy efficiency and performance specifications, materials, equipment and manual and/or design for the building design or system design have been based on the California Energy Code as it applies to the requirements of the 24, Part 1 and Part 5 of the California Code of Regulations. 4. The building design or system design has been submitted to the California Department of Industrial Relations for approval with this building permit application. 5. I will ensure that a certified signatory of this Certificate of Compliance shall be made available with the building permit issued for the building, and made available to the enforcement agency for all applicable inspections, unless stated that a signatory's gross error of this Certificate of Compliance is not to be permitted with the document on the building permit.			
Name: KEN RUBITSKY LP CONSULTING ENGINEERS, INC. 1209 PLEASANT GROVE BLVD. ROSEVILLE, CALIFORNIA 95678		Signature:  Date: 01/21/2019 Title: Principal Engineer	

STATUS OF PROJECT:
OUTDOOR LIGHTING POWER ALLOWANCES FOR ALLOWANCES
 (C) 1997 IESNA, Inc. (Revised 1-11)

GENERAL INFORMATION
 1. **OUTDOOR LIGHTING POWER ALLOWANCES**

PROJECT NAME: **PARK SITE F-52**

DATE PREPARED: **01/21/2019**

PROJECT NO.: **NRCC10-03-E**
 (Page 2 of 4)

C. ADDITIONAL "USE IT OR LOSE IT" OUTDOOR LIGHTING POWER ALLOWANCES FOR SPECIFIC APPLICATIONS

1. The actual visual quality of outdoor lighting power allowance shall be the smaller of the allowed lighting power or the actual lighting power used.

2. Use Outdoor Lighting Power (OLP) that is documented on page 1 of NRCC 10-03-E to calculate the specific wattage allowances.

C4. WATTAGE ALLOWANCES PER APPLICATION - Table 140.7-B

1. Allowed power only for qualifying locations, which include Building Entrances or Exits, Primary Entrances to Stores, Car Facilities, Police Stations, Hospitals, Fire Stations, and Emergency Vehicle Facilities, Drive Up Windows, Vehicle Service Stations Uncovered Fuel Dispenser, ATM Machine Lighting.

2. If more than one luminance type is used per location, use multiple rows for that location.

01	02	03	04	05	06	07	08	09	10	
ALLOTTED WATTS					DESIGN WATTS					
Name of Location for which allowance is claimed	Number of Qualifying Locations	Allowed Watts per Qualifying Location (02 x 03)	Allowed Watts (02 x 03)	Luminance Code or Symbol	Luminance Description	Luminance Quantity	Watts per Luminance	Design Watts (07 x 08)	Allowed Watts (smaller of 04 or 09)	
Sum total allowance per application on this table										

C.2. WATTAGE ALLOWANCE PER UNIT LENGTH (Sales Frontage) from Table 140.7-B

1. If more than one luminance type is used per location, use multiple rows for that location.

01	02	03	04	05	06	07	08	09	10	
ALLOTTED WATTS					DESIGN WATTS					
Wattage of each type of luminance on which allowance is claimed	Linear Feet of Sales Frontage	Allowed Watts per Linear Foot (02 x 03)	Allowed Watts (02 x 03)	Luminance Code or Symbol	Luminance Description	Luminance Quantity	Watts per Luminance	Design Watts (07 x 08)	Allowed Watts (smaller of 04 or 09)	
Sum total allowance of each linear footage on this table										

California Energy Efficiency is under 2-156 requirements of Compliance

January 2016

1209 Pleasant Grove Blvd.
Roseville, CA 95678
p 916-771-0778
www.Ipenglneers.com
Job #: 17-2263

1209 Pleasant Grove Blvd.
Roseville, CA 95678
p 916-771-0778
www.Ipenglneers.com
Job #: 17-2263

✓

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TITLE 24 OUTDOOR
LIGHTING
COMPLIANCE
FORMS

Date: 2/21/2011
Project Number: 18-1629
Scaler: AS SHOWN

E2.2



A Division of PORTERCORP 4240 N. 136th AVE HOLLAND, MI 49424 (616) 399-1963
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and may not be used in the construction or design of a building that is not supplied by Poligon.
Copyright laws protect the style and visual appearance of the structure while patents may protect other parts of the design.
PATENTED AND/OR PATENTS PENDING COPYRIGHT 2014 PORTERCORP HOLLAND, MI 49424

PROJECT NAME: R.G. PHILLIPS PARK

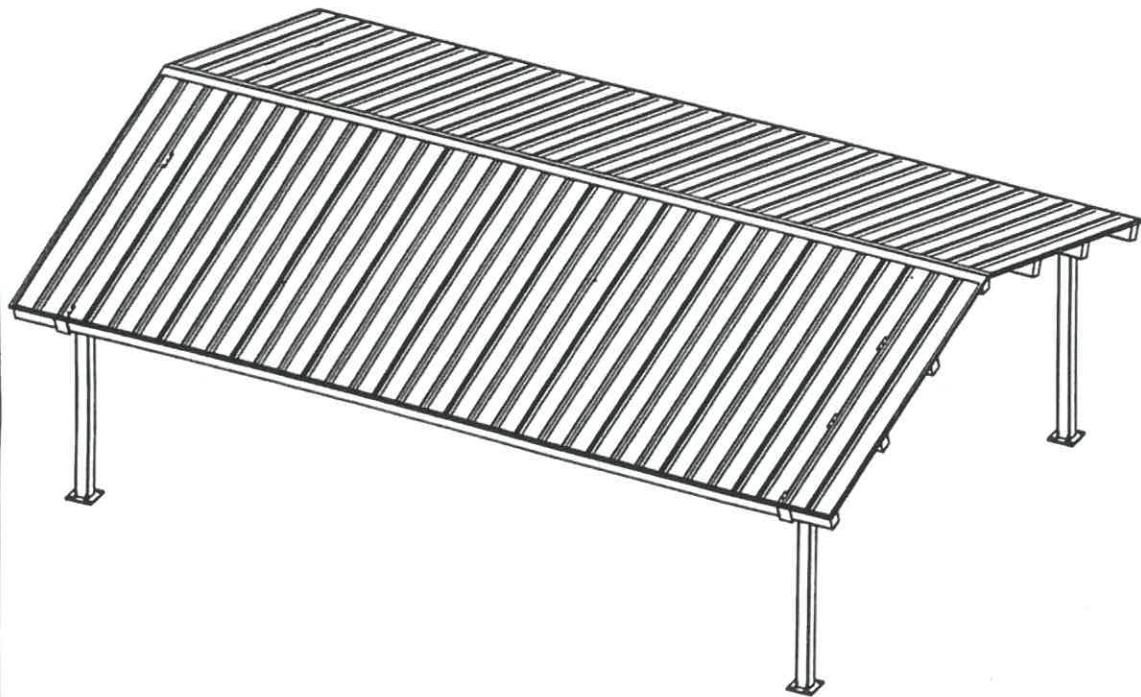
PROJECT LOCATION: ROSEVILLE, CA

BUILDING TYPE: REK 24X34

ROOF TYPE: MULTI-RIB

BUILDING NUMBER: 17987

ORDER NUMBER: 62689



DRAWING LIST:

SHEET NUMBER	DRAWING DESCRIPTION
CS	COVER SHEET
1	ARCHITECTURAL ELEVATIONS
2-2.1	ANCHOR AND FOOTING LAYOUT / DETAILS
3	STRUCTURAL FRAMING PLAN
4-4.1	FRAME CONNECTION DETAILS
5-5.1	ROOF LAYOUT
6-6.1	ROOF CONNECTION DETAILS

MANUFACTURER NOTES:

MATERIALS:

DESCRIPTION	ASTM DESIGNATION
TUBE STEEL	A500 (GRADE B)
SCHEDULE PIPE	A53 (GRADE B)
RMT PIPE	A519
LIGHT GAGE COLD FORMED	A1003 (GRADE 50)
STRUCTURAL STEEL PLATE	A36
ROOF PANELS (STEEL)	A653
ANCHOR BOLTS	SEE SHEET 2.1

GENERAL NOTES:

UNLESS NOTED OTHERWISE, THIS STRUCTURE WAS DESIGNED TO ONLY SUPPORT WHAT IS SHOWN ON THESE DRAWINGS. POLIGON MUST BE CONTACTED IF ANYTHING ELSE IS TO BE ATTACHED TO THIS STRUCTURE (WALLS, COLUMN WRAPS, RAILINGS, ETC.) SO THE DESIGN OF THIS STRUCTURE CAN BE REVIEWED AND POSSIBLY REVISED.

UNLESS NOTED OTHERWISE, THIS STRUCTURE WAS DESIGNED ASSUMING A 20' SEPARATION BETWEEN ANY ADJACENT STRUCTURE WITH AN EAVE HEIGHT EQUAL TO OR GREATER THAN THE EAVE HEIGHT OF THIS STRUCTURE. IF THAT SEPARATION DOES NOT EXIST, POLIGON MUST BE CONTACTED SO THE DESIGN OF THIS STRUCTURE CAN BE REVIEWED AND POSSIBLY REVISED.

STRUCTURAL STEEL SHALL BE DETAILED, FABRICATED, AND ERECTED IN ACCORDANCE WITH THE LATEST EDITION OF THE AMERICAN INSTITUTE OF STEEL CONSTRUCTION (AISC) SPECIFICATION MANUAL.

ALL WELDING IS PERFORMED BY AMERICAN WELDING SOCIETY CERTIFIED WELDERS AND CONFORMS TO THE LATEST EDITION OF AWS D1.1 OR D1.3 AS REQUIRED.

PARTS SHOWN MAY BE UPGRADED DUE TO STANDARDIZED FABRICATION. REFER TO THE SHIPPING BILL OF MATERIALS AND FINAL INSTALLATION INSTRUCTIONS INCLUDED WITH THE STRUCTURE FOR POSSIBLE SUBSTITUTIONS AND IMPROVEMENTS.

FOR PROPER FIELD INSTALLATION OF THE BUILDING IT IS RECOMMENDED THAT THE PRIMARY FRAME INSTALLER AND THE ROOF INSTALLER HAVE A MINIMUM FIVE (5) YEARS DOCUMENTED EXPERIENCE INSTALLING THIS TYPE OF PRODUCT.

FOR PROPER FIELD INSTALLATION OF THE BUILDING IT IS RECOMMENDED THAT ELECTRIC WIRING, IF REQUIRED, BE RUN THROUGH THE STRUCTURAL MEMBERS BEFORE THE BUILDING IS ERECTED.

FABRICATOR APPROVALS:

CITY OF PHOENIX, AZ APPROVED FABRICATOR #C08-2010
CITY OF LOS ANGELES, CA APPROVED FABRICATOR #1596
CITY OF RIVERSIDE, CA APPROVED FABRICATOR #SP06-0033
CITY OF HOUSTON, TX APPROVED FABRICATOR #470
CLARK COUNTY, NV APPROVED FABRICATOR #264
STATE OF UTAH APPROVED FABRICATOR 02008-14

CERTIFICATES:

MIAMI-DADE COUNTY CERTIFICATE OF COMPETENCY NO. 16-1025.01
PCI (POWDER COATING INSTITUTE) 4000 CERTIFIED

DESIGN CRITERIA:

GENERAL:
2016 CALIFORNIA BUILDING CODE
RISK CATEGORY: II

DEAD LOAD:
ROOF DEAD LOAD: 2 PSF
FRAME DEAD LOAD: SELF WEIGHT

LIVE LOAD:
ROOF LIVE LOAD: 20 PSF

SNOW DESIGN DATA:
GROUND SNOW LOAD (Pg): 0 PSF
FLAT ROOF SNOW LOAD (Pf): 0 PSF
SNOW EXPOSURE FACTOR (Ce): 1.0
SNOW LOAD IMPORTANCE FACTOR (Is): 1.0
THERMAL FACTOR (Ct): 1.2

WIND DESIGN DATA:
BASIC WIND SPEED (V): 115 MPH
GUST EFFECT FACTOR (G): 0.85
INTERNAL PRESSURE COEFFICIENT (GCpi): 0
WIND EXPOSURE: C

SEISMIC DESIGN DATA:
STEEL ORDINARY CANTILEVER
COLUMN SYSTEMS
SEISMIC IMPORTANCE FACTOR (Ie): 1.0
SEISMIC DESIGN CATEGORY: D
SEISMIC SITE CLASS: D
SEE CALCULATIONS FOR ADDITIONAL DATA

ADDITIONAL CRITERIA:
NONE



PROJECT: R.G. PHILLIPS PARK

PROJECT LOCATION: ROSEVILLE, CA

DRAWING: COVER SHEET

CREATION DATE: 5/27/2016

BUILDING NO: 17987

CAD MODEL: ~17987

PRINT DATE: 8/7/2018

SCALE: 1:64

REV LEVEL: A

DRIVEN BY:

REV LEVEL:

616)399-1963

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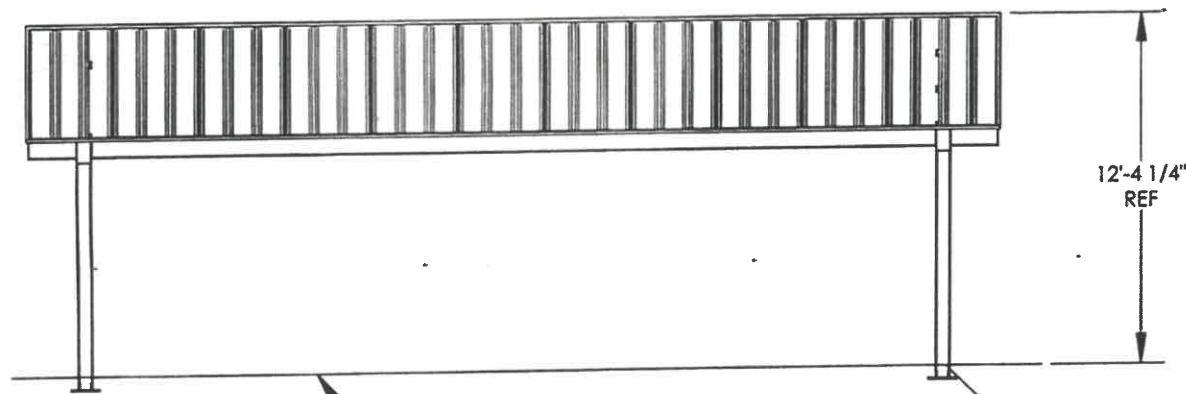
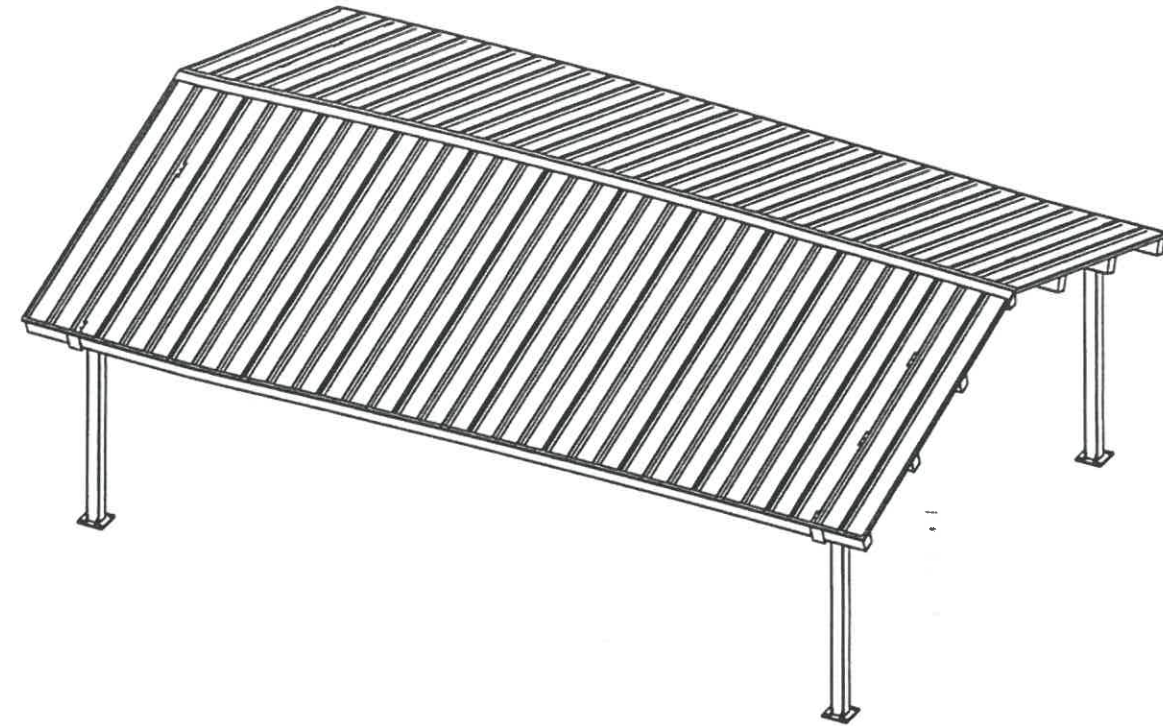
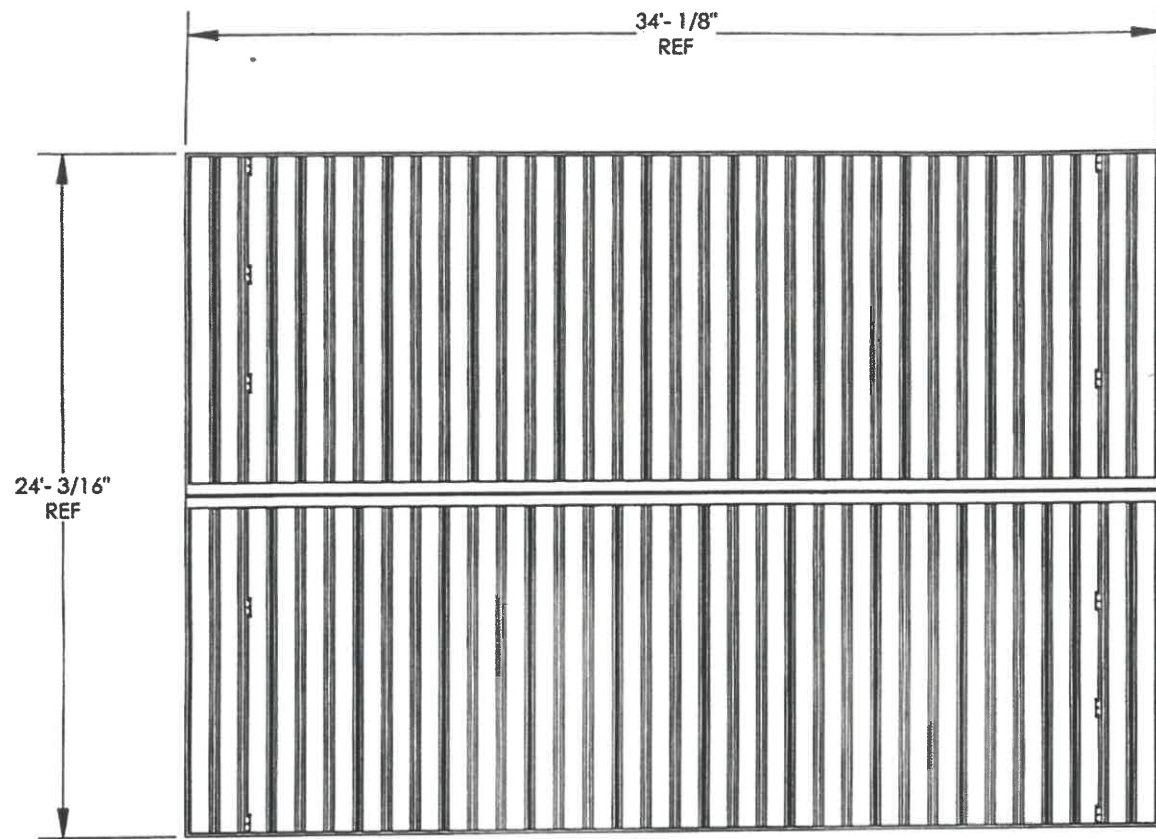
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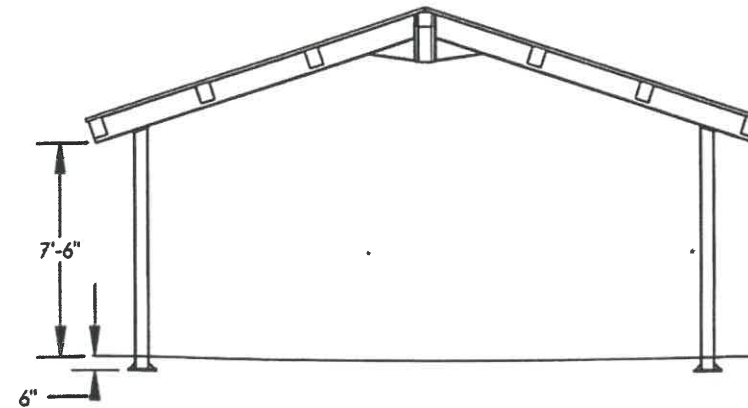
PORTERCORP 4240 N. 136th AVE HOLLAND, MI 49424

SHEET

CS



FINISH GRADE
(ASSUMED AT CONSTANT
ELEVATION UNLESS
OTHERWISE NOTED)



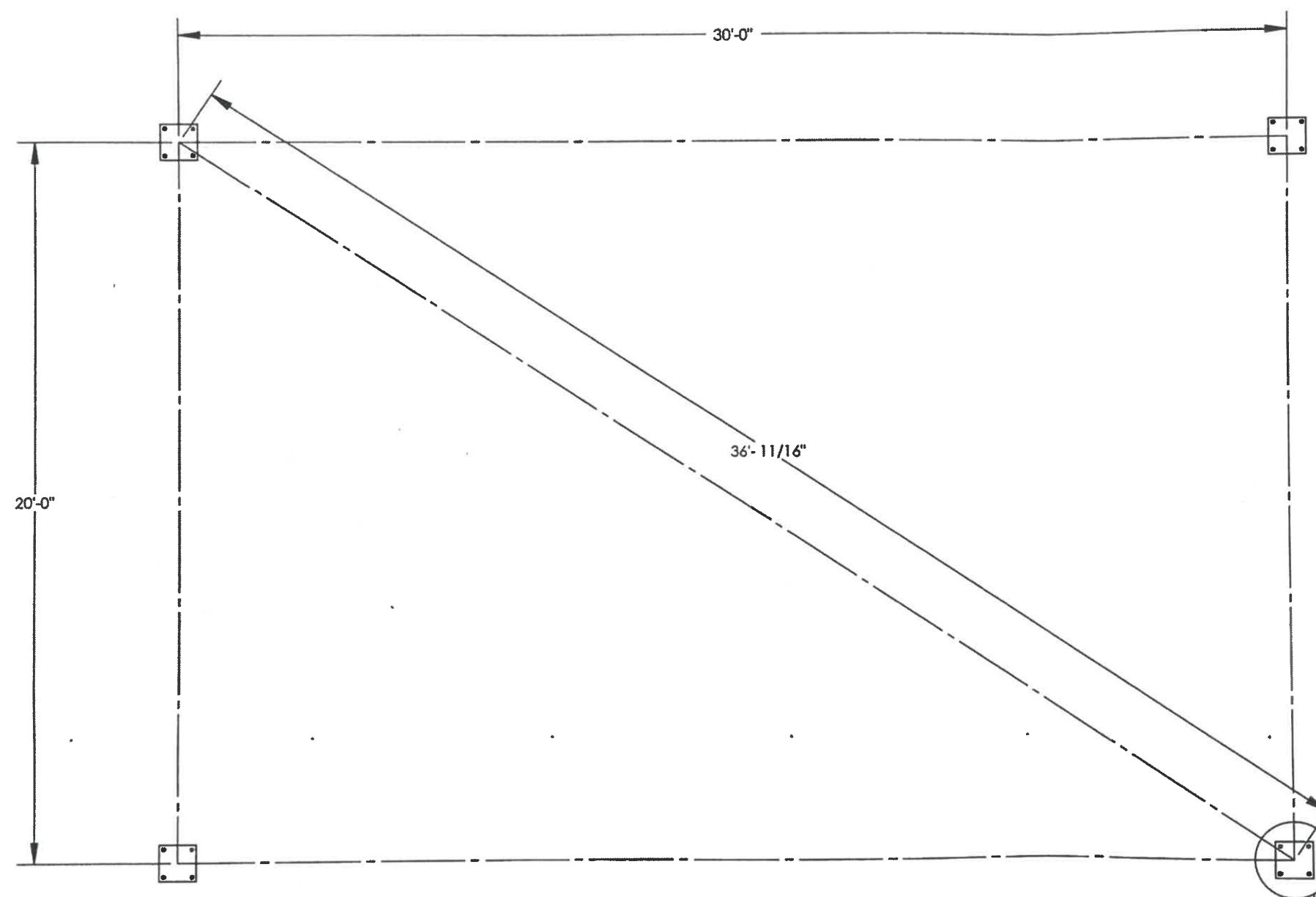
1
SHEET 2.1



For Council Approval
Do Not Use for Bidding

PROJECT:	R.G. PHILLIPS PARK	CREATION DATE:	5/27/2016	DRAWN BY:		PRINT DATE:	8/2/2018	(616)399-1963
PROJECT LOCATION:	ROSEVILLE, CA	BUILDING NO:	17987	REV LEVEL:	A	SCALE:	1:80	www.pollgon.com
DRAWING:	ARCHITECTURAL ELEVATIONS	CAD MODEL:	~17987					by PORTERCORP
SHEET	1							COPYRIGHT 2014 PATENTED OR PATENT PENDING PORTERCORP 4140 N. 134th AVE HOLLAND, MI 49423

IF THESE DRAWINGS ARE SEALED, THE SEAL APPLIES ONLY TO
BUILDING COMPONENTS (AND FOUNDATION DESIGN IF APPLICABLE)
DETAILED WITHIN THESE DRAWINGS.



2
SHEET 2.1

ANCHOR AND FOOTING LAYOUT NOTES:

1. ANCHORS MUST BE CENTERED IN FOOTINGS
2. FOOTINGS MUST BE TURNED TO ALIGN WITH COLUMN AND TRUSS CENTERLINE.

PROFESSIONAL ENGINEER
CHRISTOPHER M. EVANS
C 78816
CIVIL
STATE OF CALIFORNIA

8/2/18

IF THESE DRAWINGS ARE SEALED, THE SEAL APPLIES ONLY TO BUILDING COMPONENTS (AND FOUNDATION DESIGN IF APPLICABLE) DETAILED WITHIN THESE DRAWINGS.

For Council Approval
DO NOT Use for Bidding

PROJECT:	R.G. PHILLIPS PARK	PRINT DATE:	8/2/2018	poligon ®	(616)399-1963
PROJECT LOCATION:	ROSEVILLE, CA	DRAWN BY:		www.poligon.com	
DRAWING:	ANCHOR AND FOOTING LAYOUT	BUILDING NO:	17987	REV LEVEL:	A
		CAD MODEL:	~17987	SCALE:	1:45
SHEET	2				

by **PORTERCORP**
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1. ALL MATERIALS AND WORKMANSHIP SHALL CONFORM TO THE REQUIREMENTS OF THE BUILDING CODE, AMERICAN CONCRETE INSTITUTE, AND ALL APPLICABLE STATE AND LOCAL ORDINANCES AND REQUIREMENTS.
2. THE CONCRETE DESIGN IS BASED ON THE FOLLOWING PROPERTIES:
 - 28 DAY STRENGTH OF 4500 psi.
 - SLUMP OF 4" (+/-1").
3. THE FOOTING SHALL BEAR ON COMPETENT UNDISTURBED SOIL OR 95% COMPACTED FILL. IF SIGNS OF ORGANIC MATERIAL, UNCONTROLLED FILL, CLAY OR SILT, HIGH WATER TABLE OR OTHER POSSIBLE DETRIMENTAL CONDITIONS ARE FOUND, INSTALLATION OF THE FOUNDATION MUST BE DISCONTINUED AND A SOILS ENGINEER CONTACTED.
4. THE REINFORCING STEEL SHALL CONFORM TO THE REQUIREMENTS OF ASTM A615, GRADE 60.
5. IF FOOTING DEPTH SHOWN DOES NOT MEET LOCAL FROST REQUIREMENTS, THE DRILLED PIER FOOTING MAY BE EXTENDED. EXTEND VERTICAL BARS AS REQUIRED AND PROVIDE ADDITIONAL TIES TO MEET SPACING REQUIREMENTS AS SHOWN. IF LOCAL FROST DEPTH REQUIREMENTS ARE NOT MET AND NO DRILLED PIER FOOTING OPTION IS GIVEN, CONTACT ENGINEERING. IT IS THE CONTRACTOR'S RESPONSIBILITY TO VERIFY THE LOCAL FROST LINE DEPTH BELOW GRADE PRIOR TO CONSTRUCTION.

THE FOUNDATION DESIGN SHOWN ON THESE DRAWINGS IS NOT SITE SPECIFIC, BUT BASED ON THE PRESUMPTIVE ALLOWABLE FOUNDATION PRESSURES IN CHAPTER 18 OF THE BUILDING CODE (CLASS 5 SOIL). THE BUILDING OFFICIAL IN THE JURISDICTION IN WHICH THIS STRUCTURE IS LOCATED MAY REQUIRE A SITE SPECIFIC GEOTECHNICAL REPORT OR LETTER FROM A QUALIFIED LOCAL PROFESSIONAL ENGINEER ATTESTING TO WHETHER THE ACTUAL SITE CONDITIONS MEET THE ASSUMPTIONS IDENTIFIED ABOVE.

3" CLR

9'-6" MIN.

3" CLR

3'-0" DIA. MIN.

COLUMN LOCATED AT CENTER OF FOUNDATION

FOOTING TYP. @ EACH COLUMN

FOOTING DESIGN BY POLYGON
FOOTING MATERIALS BY OTHERS.

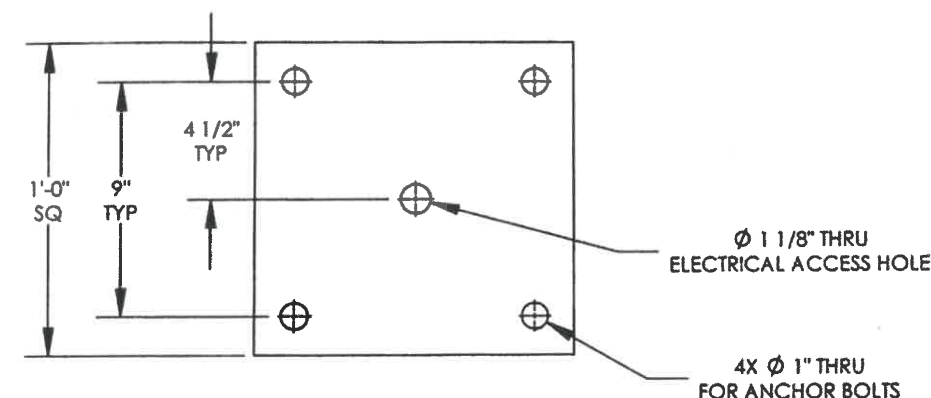
9-#7 VERTICAL BARS (EQUALLY SPACED)
#4 TIES HORIZONTAL @ 12" O.C.
w/2 TIES IN THE TOP 5"
(QUANTITY OF REINFORCING SHOWN IN DRAWINGS MAY NOT REFLECT REQUIREMENTS)

Diagram illustrating the reinforcement details for a footing:

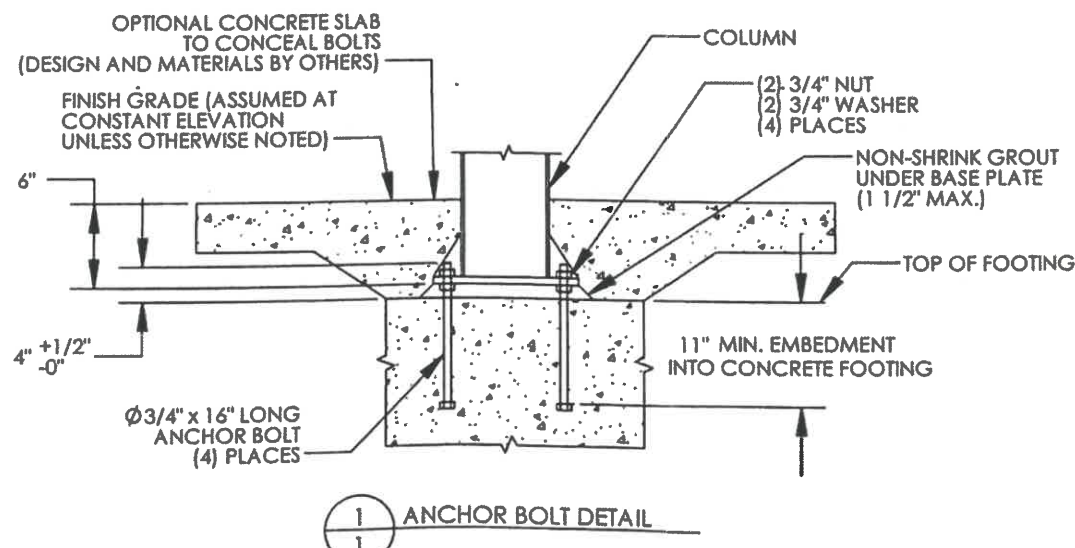
- FOOTING DESIGN BY POLYGON
- FOOTING MATERIALS BY OTHERS.
- 3" CLR
- 1'-6" MIN.
- COLUMN LOCATED AT CENTER OF FOUNDATION
- FOOTING TYP. @ EACH COLUMN
- 5-#6 HORIZONTAL BARS (EQUALLY SPACED) EACH WAY, TOP & BOTTOM (QUANTITY OF REINFORCING SHOWN IN DRAWINGS MAY NOT REFLECT REQUIREMENTS)
- 3" CLR
- 6'-6" MIN.

ANCHOR BOLT NOTES - FIXED BASE STRUCTURE:

1. ANCHOR BOLTS SHALL BE ASTM F1554 (GRADE 55) MATERIAL UNLESS OTHERWISE NOTED.
2. ANCHOR BOLTS SHALL BE EITHER "HEADED" OR "THREADED WITH NUT" AS DEFINED IN THE AMERICAN INSTITUTE OF STEEL CONSTRUCTION MANUAL (PART 14), 13th EDITION.
3. HOOKED ANCHOR BOLTS ARE NOT ACCEPTABLE.
4. ACCURATE ANCHOR BOLT PLACEMENT IS CRITICAL. TO ENSURE THE ANCHOR BOLT LAYOUT MEETS THE DIMENSIONS REQUIRED ON THE DRAWINGS, SURVEY (OR MEASURE) THE LOCATION OF ALL ANCHOR BOLTS PRIOR TO POURING THE FOOTINGS. AN ADDITIONAL SURVEY (OR MEASUREMENT) SHOULD BE MADE AFTER THE FOOTINGS ARE POURED TO CONFIRM THE ANCHOR BOLTS DID NOT SHIFT DURING THE CONCRETE POUR.
5. POLIGON STRONGLY RECOMMENDS USING ANCHOR BOLT TEMPLATES BECAUSE THEY SIGNIFICANTLY IMPROVE THE ACCURACY OF ANCHOR BOLT PLACEMENT.
6. IF OUTSIDE CONSULTING ENGINEERS ARE DESIGNING THE FOUNDATIONS FOR THIS STRUCTURE, THEY MUST REFER TO POLIGON CALCULATIONS FOR MINIMUM CONCRETE PROPERTIES (COMPRESSIVE STRENGTH, EDGE DISTANCE, ETC.) REQUIRED FOR THE ANCHOR BOLT DESIGN.
7. ELECTRICAL ACCESS HOLE IS ALWAYS LOCATED IN THE COLUMN BASE PLATE AS SHOWN.
8. GROUT UNDER BASEPLATES SHALL BE NON-METALLIC, NON-SHRINK GROUT WITH MINIMUM $f_c=6500$ PSI.



2 ANCHOR BOLT PATTERN
2 BASE PLATE THICKNESS: 3/4"



IF THESE DRAWINGS ARE SEALED, THE SEAL APPLIES ONLY TO
BONDING COMPONENTS (AND FOUNDATION DESIGN IF APPLICABLE)
DETAILED WITHIN THESE DRAWINGS.

poligon® (616)399-1963
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PORTERCORP 4240 N. 134th AVE HOLLAND, MI 49424

PRINT DATE: 8/7/2018

DRAWN BY: _____

REV LEVEL: _____

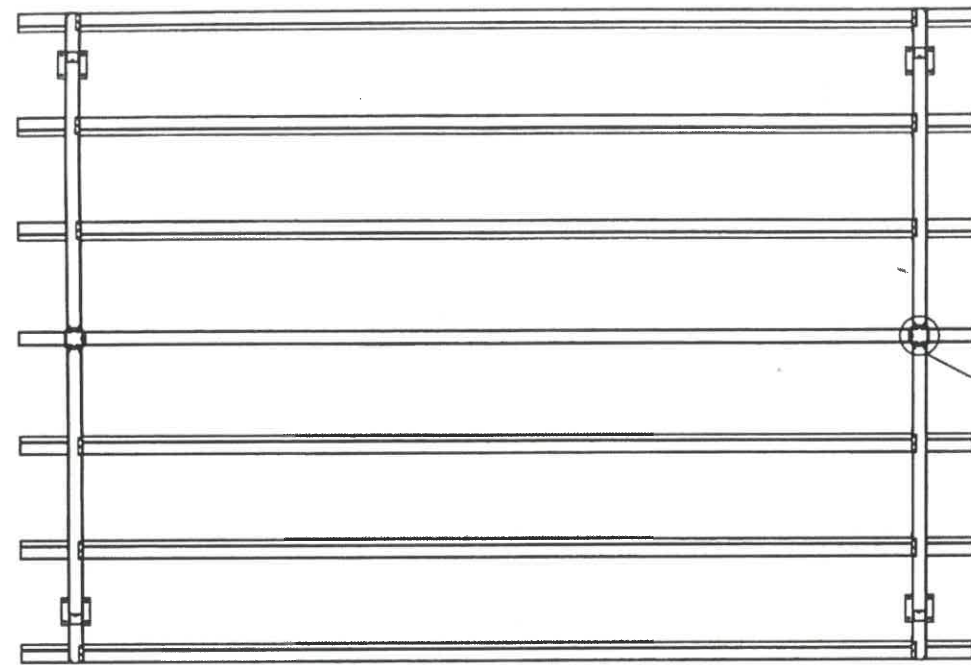
CREATION DATE: 5/27/2016

CREATION DATE: 5/2
BUILDING NO:

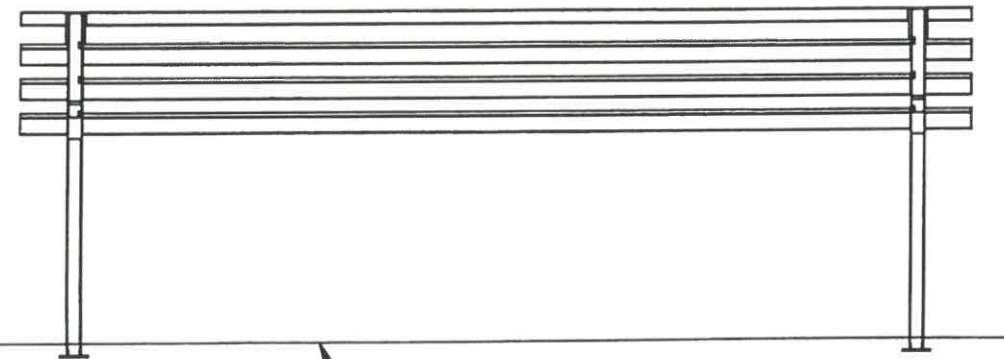
CREATION DATE: 5/27/2011
BUILDING NO: 17987
CAD MODEL: ~17987

PROJECT: R.G. PHILLIPS PARK
PROJECT LOCATION: ROSEVILLE, CA
DRAWING: ANCHOR AND FOOTING DETAILS

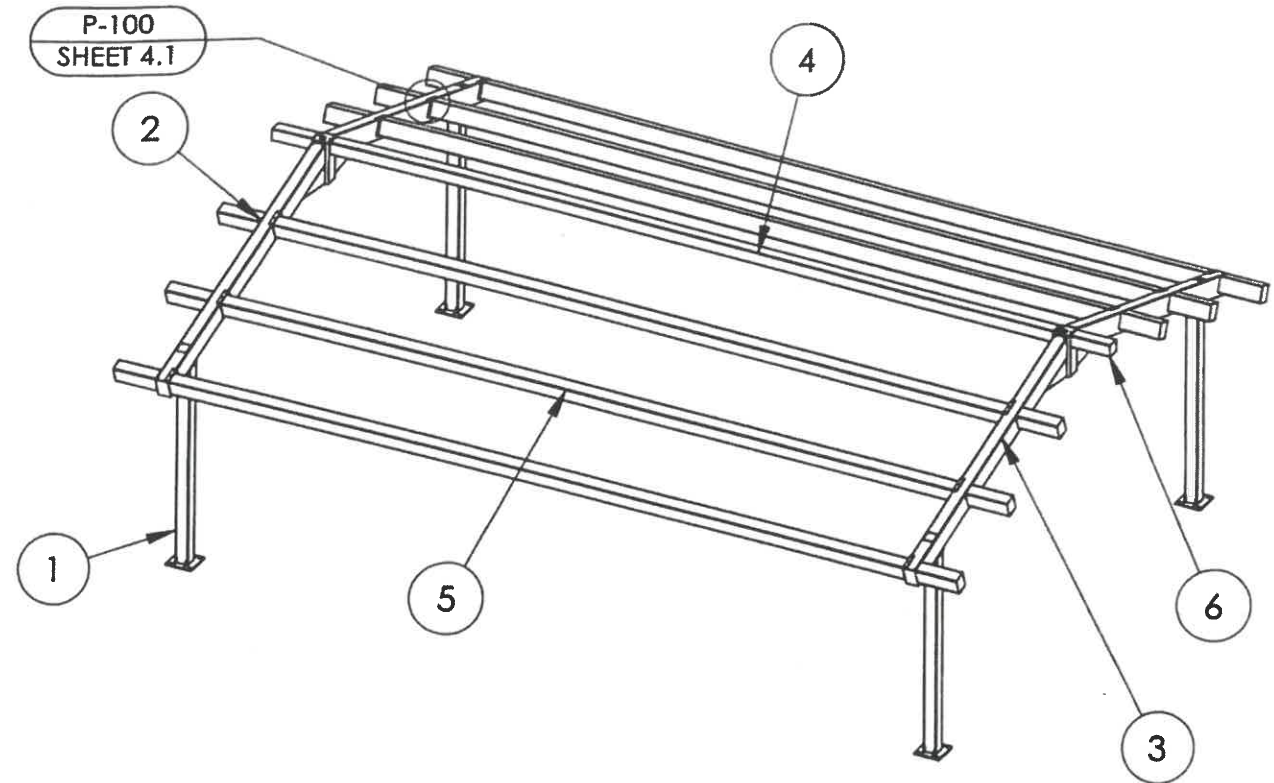
SHEET
2.1



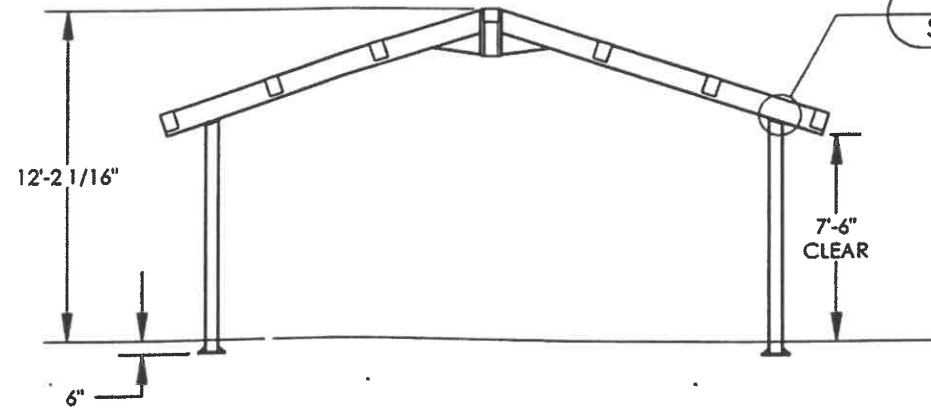
T-100
SHEET 4



FINISH GRADE
(ASSUMED AT CONSTANT
ELEVATION UNLESS
OTHERWISE NOTED)



P-100
SHEET 4.1



K-100
SHEET 4

6	2	-	C-TUBE ASM	HSS8X8X5/8	124.62
5	6	-	PURLIN ASM	HSS8X6X3/16	505.91
4	1	-	RIDGE ASM	HSS6X6X3/16	433.59
3	2	-	TRUSS-2-ASM	HSS10X6X3/16	361.91
2	2	-	TRUSS 1 ASM	HSS10X6X3/16	361.91
1	4	1M1209113	COLUMN ASM	HSS6X6X3/16	156.04
ITEM	FRAME/QTY.	PART NO.	DESCRIPTION	MATERIAL	WEIGHT



For Council Approval
Do Not Use for Bidding

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PORTER CORP. 4240 N. 134TH AVE. HOLLAND, MI 48424

(616) 399-1963
www.poligon.com
by PORTER CORP.

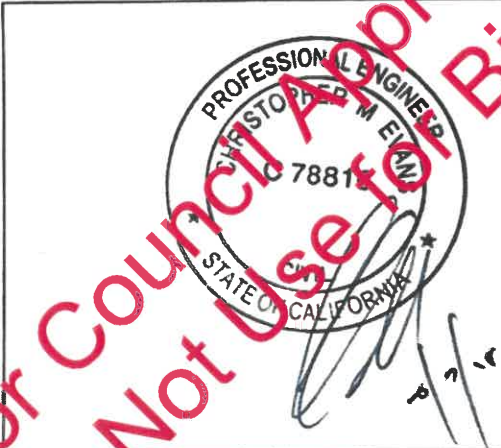
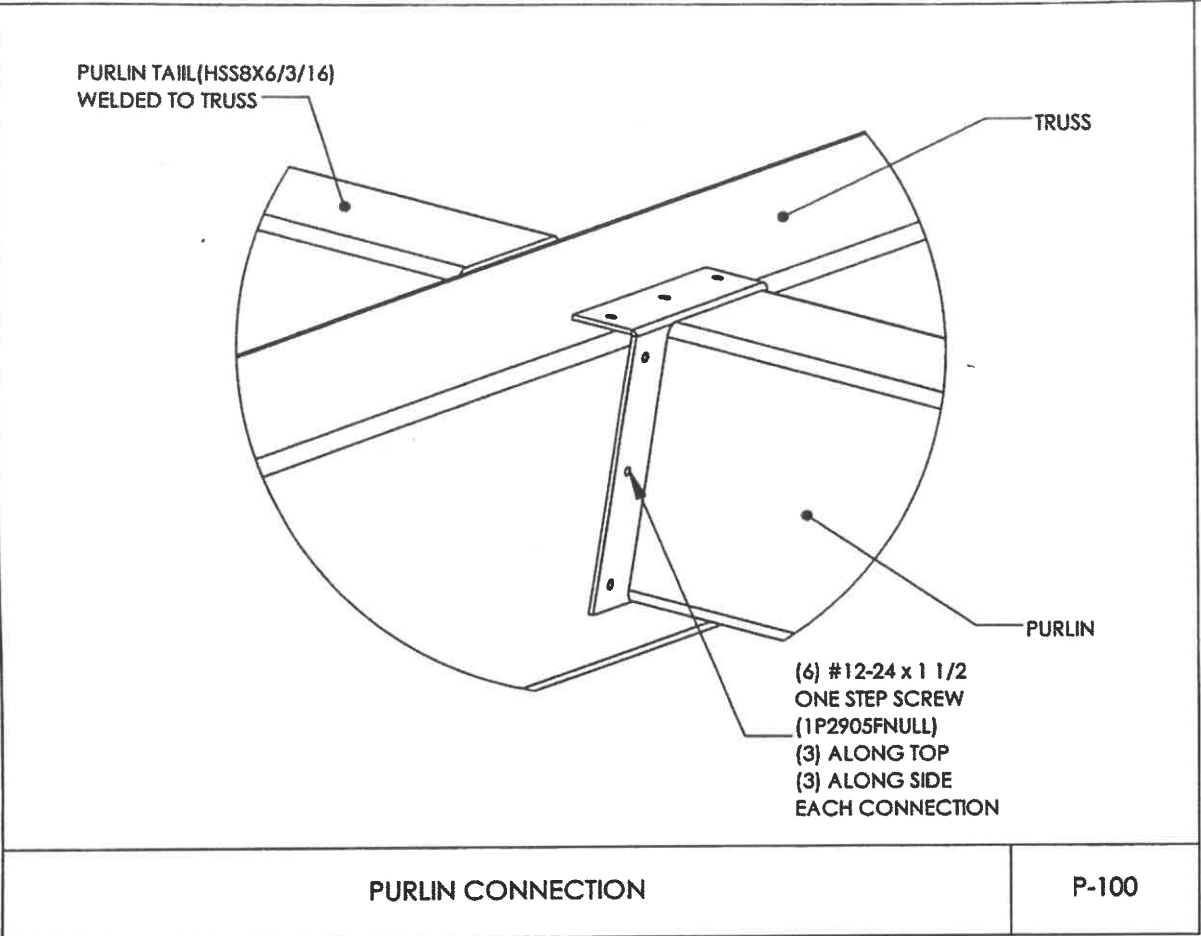
PRINT DATE: 8/7/2018
SCALE: 1:80

DRAWN BY: REV LEVEL: A

CREATION DATE: 5/27/2016
BUILDING NO: 17987
CAD MODEL: ~17987

PROJECT: R.G. PHILLIPS PARK
PROJECT LOCATION: ROSEVILLE, CA
DRAWING: STRUCTURAL FRAMING PLAN

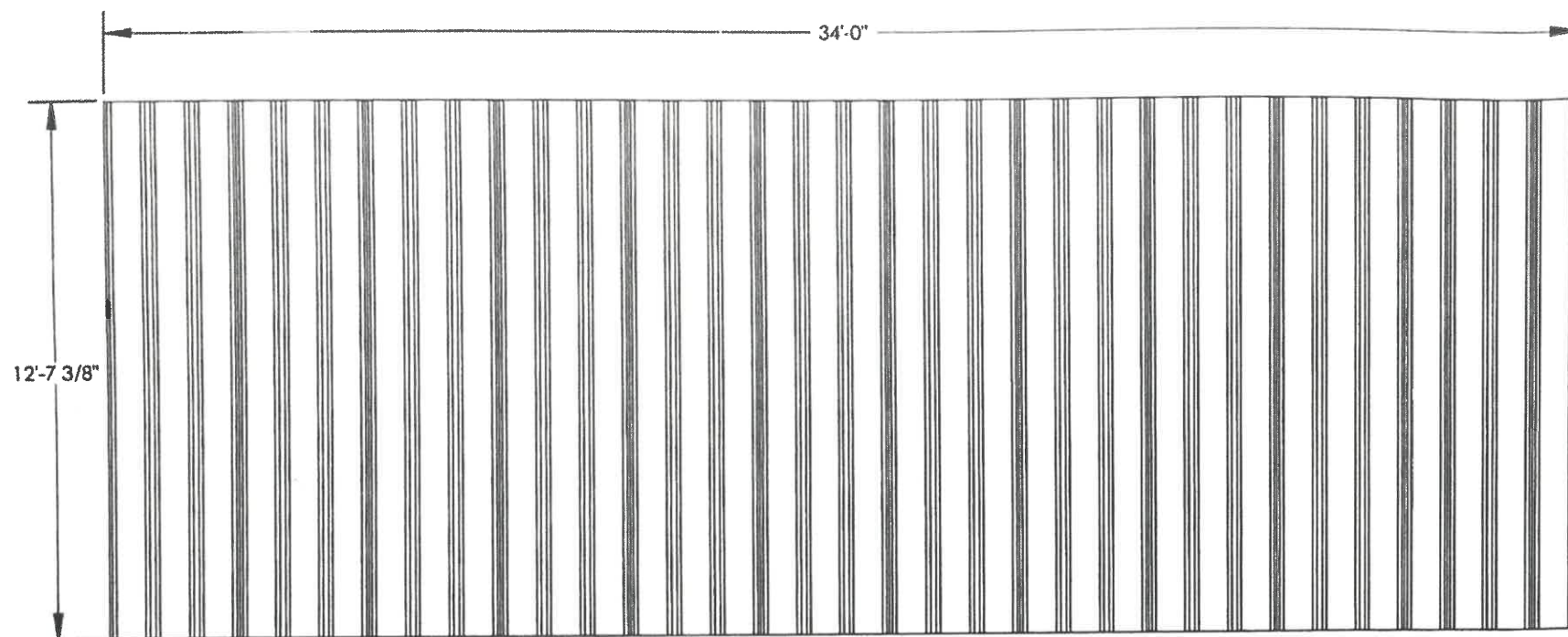
3



For Council Approval
Do Not Use for Bidding

PROJECT:	R.G. PHILLIPS PART	CREATION DATE:	5/27/2016	DRAWN BY:		PRINT DATE:	8/2/2018	poligon® (616)399-1963 www.poligon.com by PORTERCORP COPYRIGHT 2014 PATENTED OR PATENT PENDING PORTERCORP 4240 N. 134th AVE HOLLAND, MI 48424
PROJECT LOCATION:	ROSEVILLE, CA	BUILDING NO:	17987	REV LEVEL:	A	SCALE:	1:4	
DRAWING:	FRAME CONNECTION DETAILS	CAD MODEL:	~17987					
SHEET								
4.1								

IF THESE DRAWINGS ARE SEALED, THE SEAL APPLIES ONLY TO BUILDING COMPONENTS (AND FOUNDATION DESIGN IF APPLICABLE) DETAILED WITHIN THESE DRAWINGS.



MULTI-RIB NOTES:

THE DETAILS SHOWN ARE SUGGESTIONS OR GUIDELINES ON HOW TO ERECT THE SYSTEMS. THE INFORMATION SHOWN IS ACCURATE, BUT IT IS NOT INTENDED TO COVER ALL INSTANCES, BUILDING REQUIREMENTS, DESIGNS OR CODES. THE DETAILS MAY REQUIRE CHANGES OR REVISIONS DUE TO FIELD CONDITIONS.

IT SHALL BE THE RESPONSIBILITY OF THE ERECTOR TO ENSURE THAT THE DETAILS MEET PARTICULAR BUILDING REQUIREMENTS AND TO ASSURE ADEQUATE WATER TIGHTNESS.

THE ERECTOR SHOULD THOROUGHLY FAMILIARIZE HIMSELF/HERSELF WITH ALL ERECTION INSTRUCTIONS BEFORE STARTING WORK.

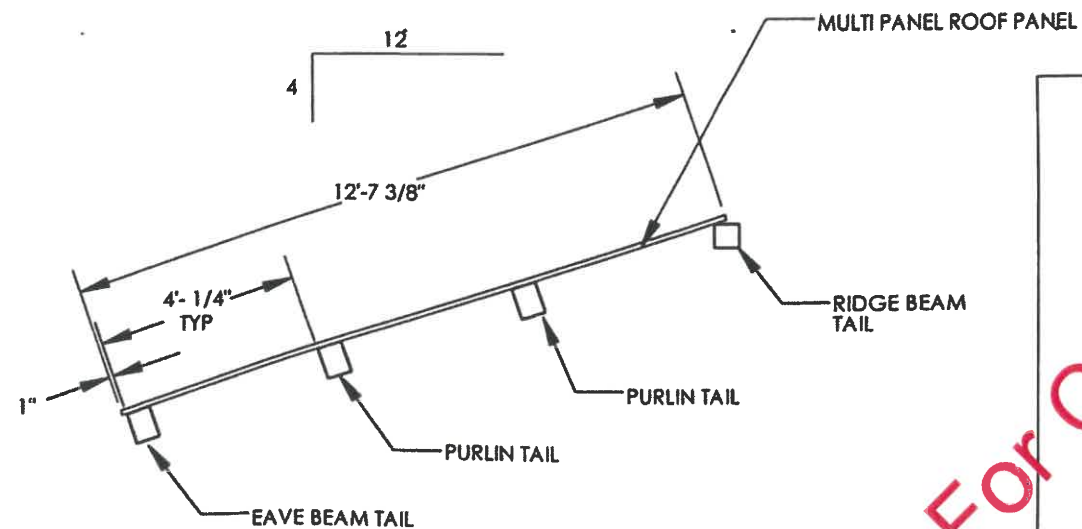
THE PANELS SHOULD BE INSTALLED PLUMB, STRAIGHT, AND ACCURATELY TO THE ADJACENT WORK.

FLASHING AND TRIM SHALL BE INSTALLED TRUE, AND IN PROPER ALIGNMENT, WITH ANY EXPOSED FASTENERS EQUALLY SPACED FOR THE BEST APPEARANCE.

SEALANT SHALL BE FIELD APPLIED ON DRY, CLEAN SURFACES. SOME FIELD CUTTING AND FITTING OF PANELS AND FLASHING IS TO BE EXPECTED BY THE ERECTOR AND MINOR FIELD CORRECTIONS ARE A PART OF NORMAL ERECTION WORK.

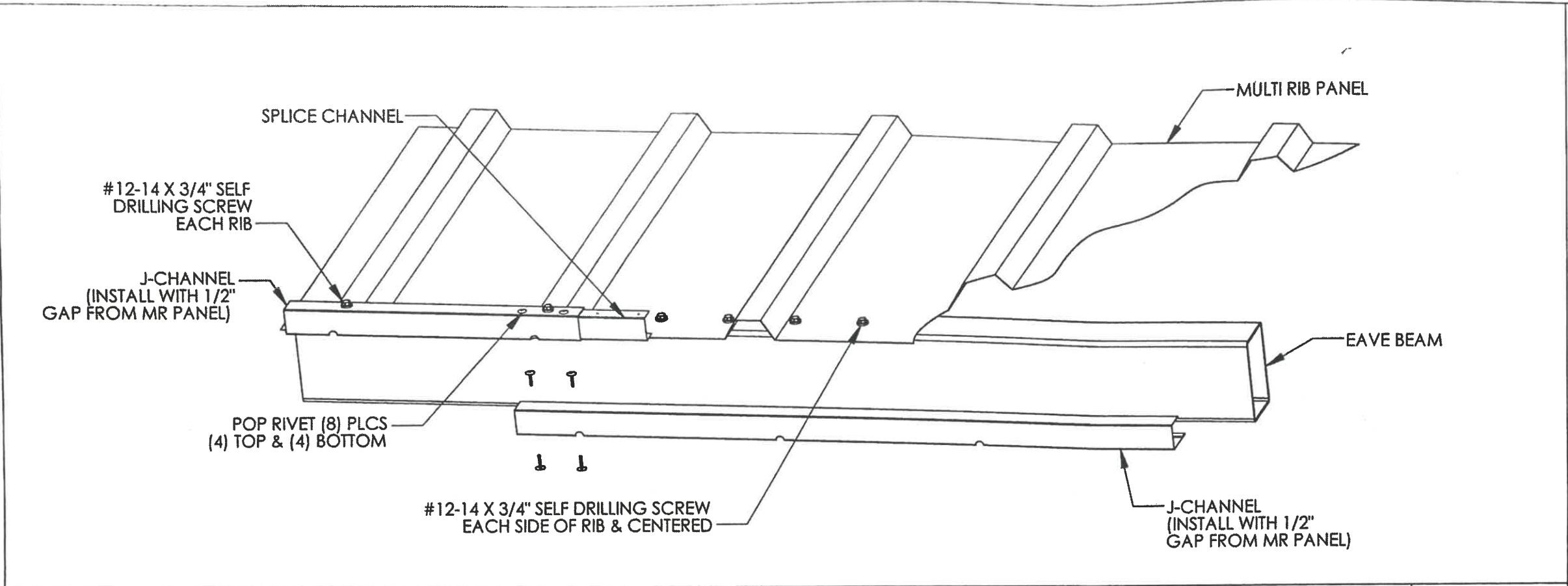
WORKMANSHIP SHALL BE OF THE BEST INDUSTRY STANDARDS AND INSTALLATION SHALL BE PERFORMED BY EXPERIENCED METAL CRAFTSMEN.

METAL SHAVINGS FROM DRILLING OR INSTALLATION OF ROOF FASTENERS MUST BE CAREFULLY REMOVED FROM THE ROOF BY BRUSHING OR SWEEPING AT THE END OF EACH DAY DURING INSTALLATION. SHAVINGS LEFT ON THE ROOF WILL QUICKLY RUST AND STAIN THE ROOF FINISH.



IF THESE DRAWINGS ARE SEALED, THE SEAL APPLIES ONLY TO BUILDING COMPONENTS (AND FOUNDATION DESIGN IF APPLICABLE) DETAILED WITHIN THESE DRAWINGS.

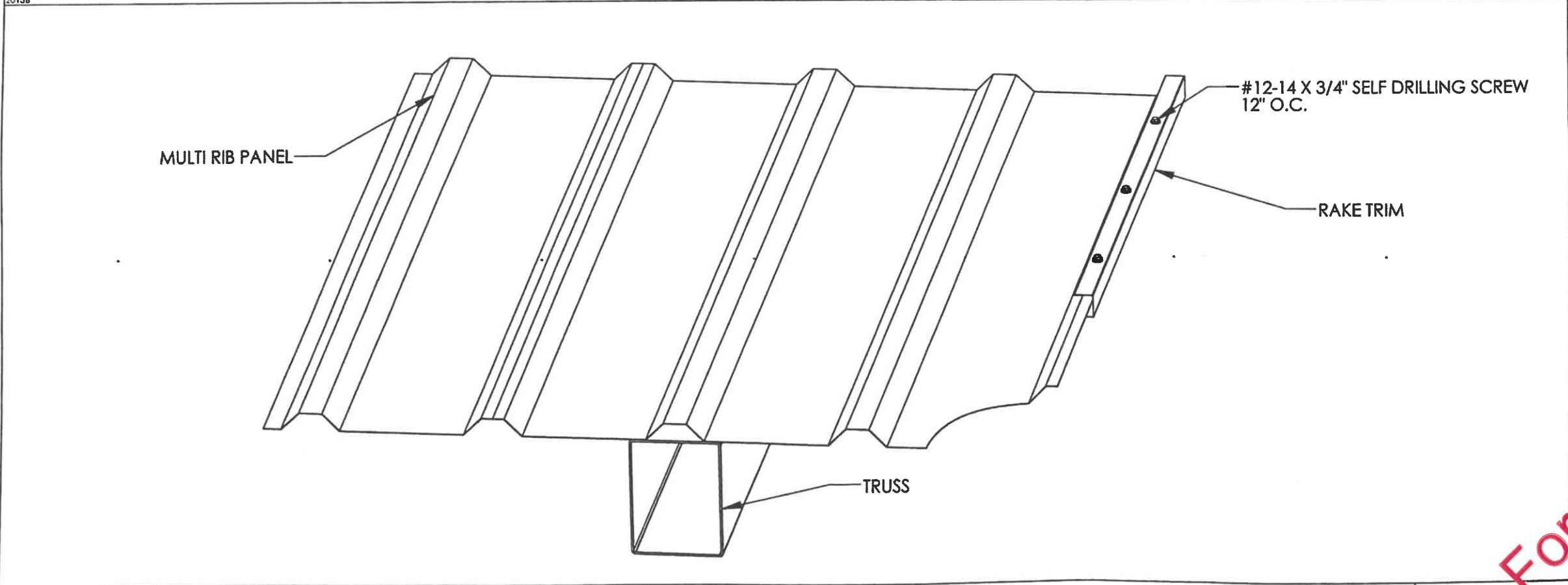
poligon® 16161399-1963 www.poligon.com by PORTERCORP COPYRIGHT 2014 PATENTED OR PATENTS PENDING PORTERCORP 4840 N. 134th AVE HOLLAND, MI 48424		PRINT DATE: 8/2/2018	SCALE: 1:45
DRAWN BY:	REV LEVEL: A	CREATION DATE: 5/27/2016	BUILDING NO: 17987
PROJECT: R.G. PHILLIPS PARK		CAD MODEL: ~17987	
PROJECT LOCATION: ROSEVILLE, CA		DRAWING: ROOF LAYOUT	
SHEET		5.1	



EAVE DETAIL

MR-102

20138



RAKE DETAIL

MR-400

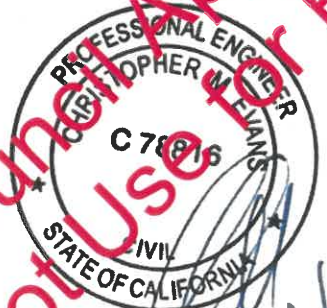
20138

PART DESCRIPTIONS:

- #12-14x3/4" SELF DRILLING SCREW.
- #12-14x1 1/4" SELF DRILLING SCREW.
- 1/8" POP RIVET.

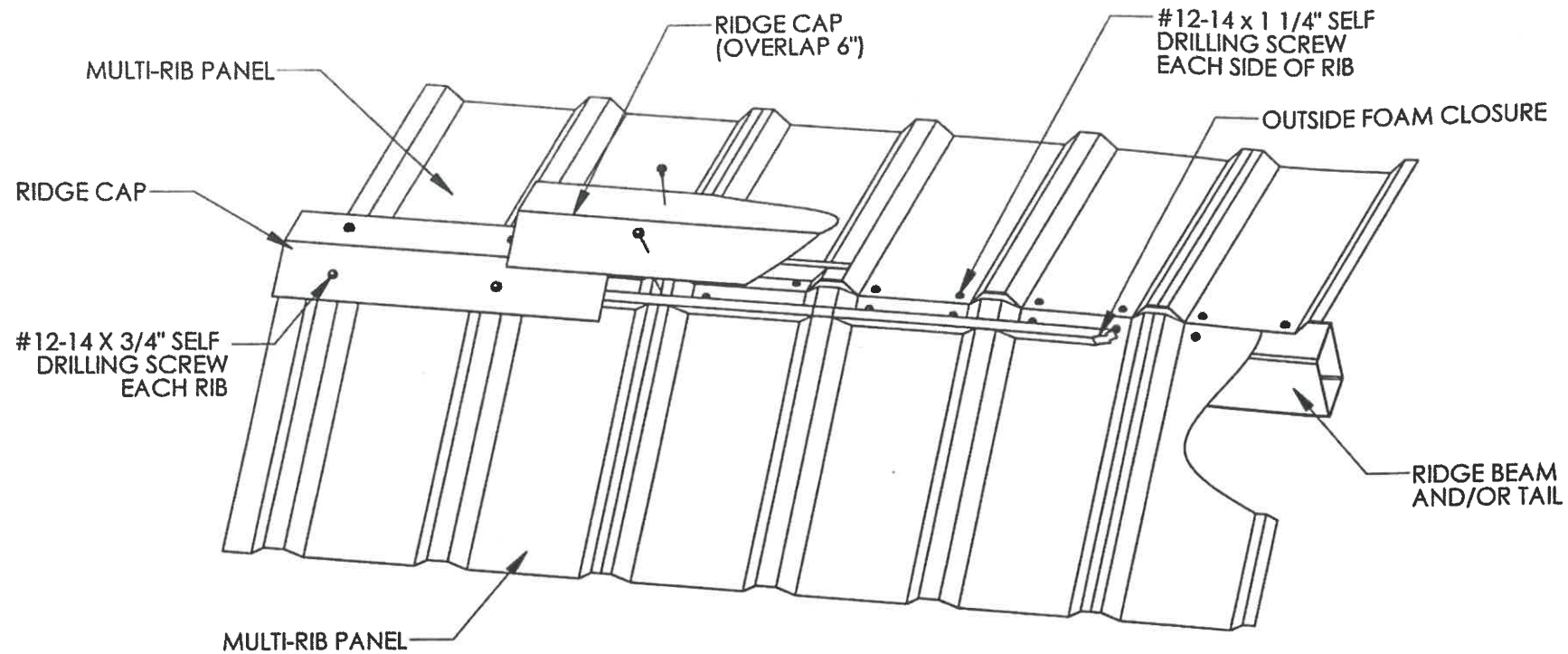
NOTE:
ALL MATERIALS ARE CALLED
OUT ON SHEETS 5.1.

For Council Approval
Do Not Use for Bidding



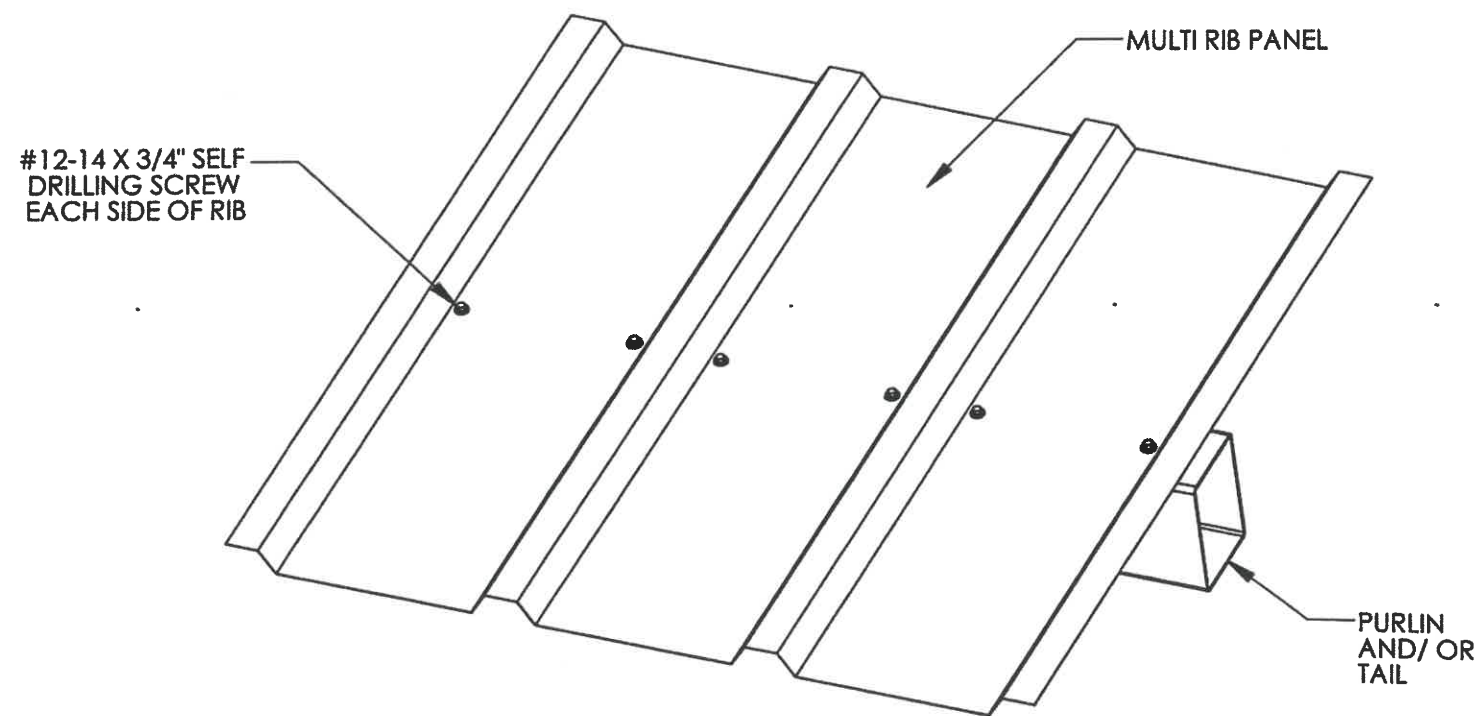
PROJECT: R.G. PHILLIPS PARK PROJECT LOCATION: ROSEVILLE, CA DRAWING: ROOF CONNECTION DETAILS	CREATION DATE: 5/27/2016	DRAWN BY:	PRINT DATE: 8/2/2018	
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DETAILED WITHIN THESE DRAWINGS.



RIDGE DETAIL

MR-500



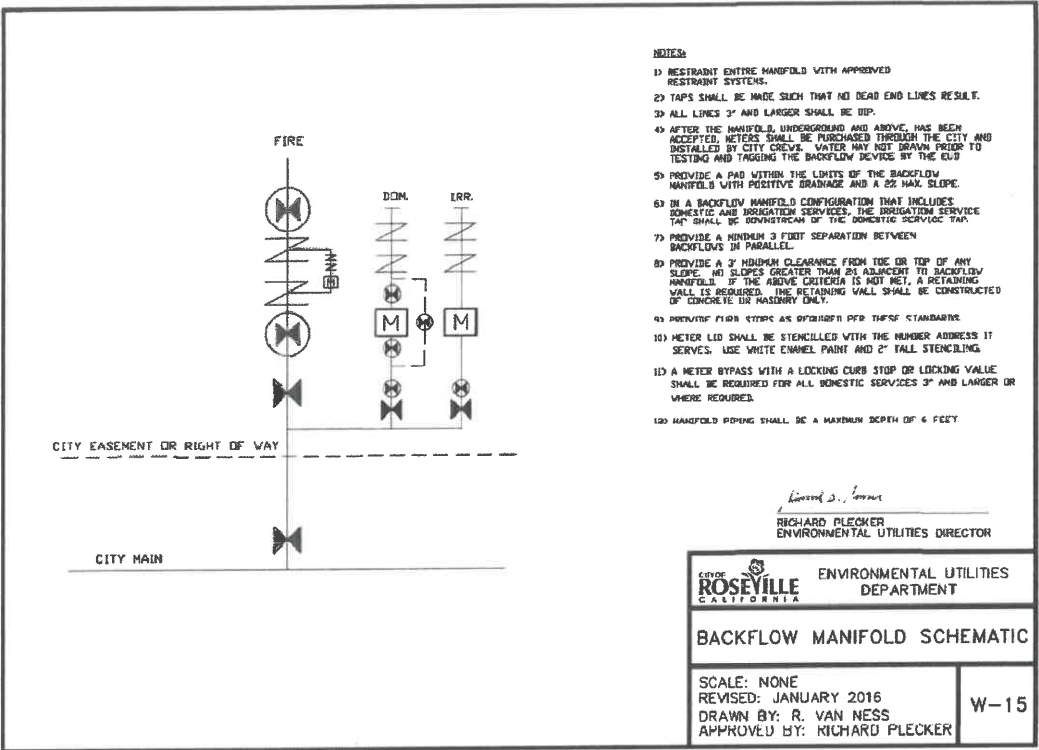
PURLIN DETAIL

MR-600

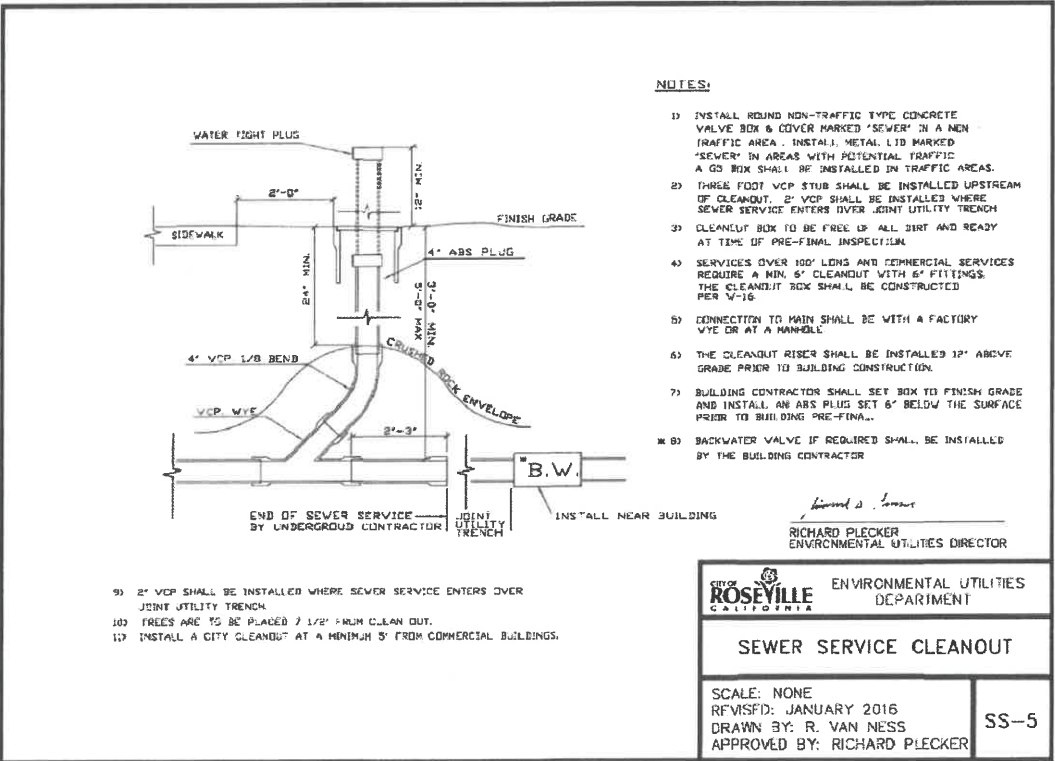


For Council Approval
Do Not Use for Bidding

(616)399-1963	www.poligon.com	PRINT DATE: 8/2/2018	DRAWN BY:	CREATION DATE: 5/27/2016	PROJECT: R.G. PHILLIPS PARK	PROJECT LOCATION: ROSEVILLE, CA	SHEET
www.poligon.com	by PORTER CORP	SCALE: NTS	REV LEVEL: A	BUILDING NO: 17987	DRAWING: ROOF CONNECTION DETAILS		6.1
COPYRIGHT 2014	PORTER CORP 4240 N. 134th AVE HOLLAND, MI 49424			CAD MODEL: ~17987			



1 WATER MANHOLE
NOT TO SCALE



2 CLEAN OUT
NOT TO SCALE

Stamp



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Issuances & Revisions

No.	Description	Date



CONSTRUCTION
DETAILS

Date: 20/01/21
Project Number: 18-1629
Scale: AS SHOWN

For Council Approval
Do Not Use for Bidding



CWJ -
EN -
BD -

R.G. Phillips Park
Park Site F-52
99% Construction Documents
1200 Old Coach Drive, Roseville, CA



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Issuances & Revisions

No.	Description	Date

OVERALL
ELECTRICAL
SITE PLAN

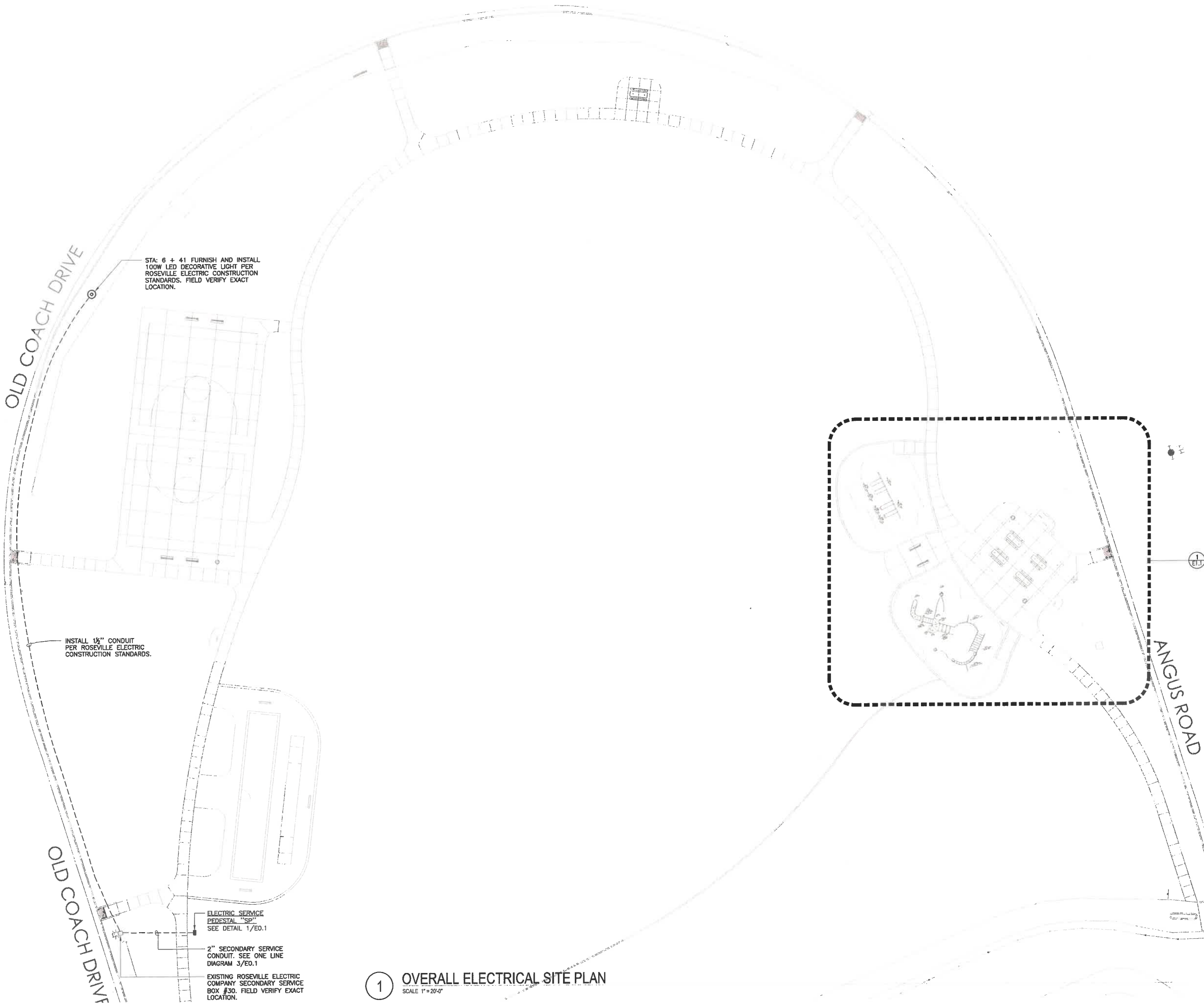
Date: 20/04/21
Project Number: 18-1629
Scale: AS SHOWN

E1.0



1209 Pleasant Grove Blvd.
Roseville, CA 95678
p 916-771-0778
www.lpenginers.com
Job #: 17-2246

1 OVERALL ELECTRICAL SITE PLAN
SCALE: 1" = 20'-0"



STA: 6 + 41 FURNISH AND INSTALL
100W LED DECORATIVE LIGHT PER
ROSEVILLE ELECTRIC CONSTRUCTION
STANDARDS. FIELD VERIFY EXACT
LOCATION.

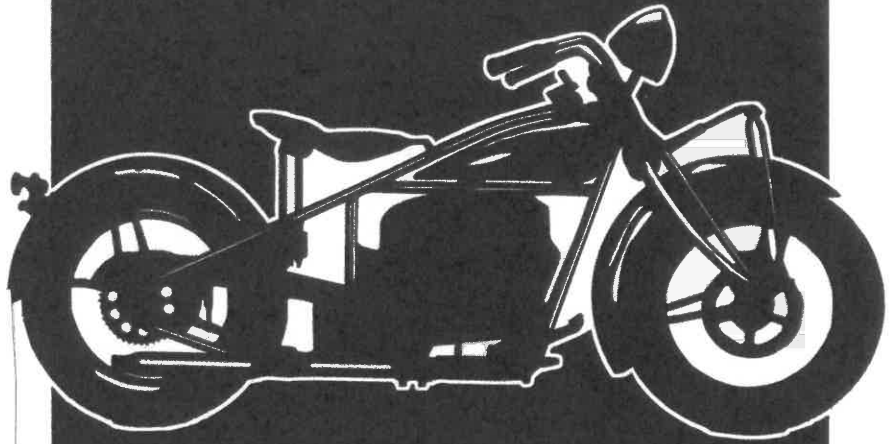
INSTALL 1 1/2" CONDUIT
PER ROSEVILLE ELECTRIC
CONSTRUCTION STANDARDS.

ELECTRIC SERVICE
PEDESTAL "SP"
SEE DETAIL 1/E0.1

2" SECONDARY SERVICE
CONDUIT. SEE ONE LINE
DIAGRAM 3/E0.1

EXISTING ROSEVILLE ELECTRIC
COMPANY SECONDARY SERVICE
BOX #30. FIELD VERIFY EXACT
LOCATION.

**FOR REVIEW,
A COMPLETE COPY
IS ON FILE IN THE
CITY CLERK DEPARTMENT**



Project Manual for the
RG Phillips (F-52)
Park Project

February 2019

The latest edition of the City of Roseville Parks Construction Standards are incorporated by reference as a part of this Project Manual. The Parks Construction Standards can be purchased at the address listed below.

**For Council Approval
Do Not Use For Bidding**

Parks, Recreation & Libraries
316 Vernon Street, Suite 400
Roseville, California 95678
www.roseville.ca.us





COUNCIL COMMUNICATION

CC #: 9762
File #: 0704-01

Title: Richard and Pauline Roccucci Park - Approval of Master Plan, Plans and Specifications, and Authorization to Call for Bids

Contact: Rjahja Canlas 916-774-5342 rcanlas@roseville.ca.us

Meeting Date: 2/20/2019
Item #: 6.5.

RECOMMENDATION TO COUNCIL

Recommend Council approve the master plan, plans and specifications for Richard and Pauline Roccucci Park and authorize staff to call for bids.

BACKGROUND

Richard and Pauline Roccucci Park (formerly parksites W-51) is a 4.7-acre park site and is located on Pleasant Grove Boulevard and Chorus Avenue in the West Roseville Specific Plan. The project includes a children's play area, shaded picnic area, basketball half court, two pickleball courts, and adult fitness equipment. There will be multi-use turf in the middle of the park and a perimeter walkway that will connect to the existing bike trail.

Public Outreach

Two public workshops were held to seek resident input. The first occurred on December 5, 2017 and the second occurred on February 1, 2018. A two week write-in period was conducted from March 19 through April 2, 2018.

Parks & Recreation Commission

The master plan was presented to the Parks & Recreation Commission at the May 7, 2018 meeting. The Commission voted to recommend approval of the master plan to the City Council.

Schedule

Bids are scheduled to be opened on February 25, 2019. Staff plans to return to Council on April 3, 2019 to seek approval to award the project.

FISCAL IMPACT

The estimate for construction is \$1,093,032.60. Funding for the project was approved in FY2017-18 using funds from the West Roseville Neighborhood Park Development Fund. Maintenance for this park is funded through the West Roseville Community Facilities District for Services. There

will be no General Fund impact.

ECONOMIC DEVELOPMENT / JOBS CREATED

Based on Federal guidelines, there is one job created for every \$92,000.00 in direct government spending. Based on that guideline, this project will create 11 new jobs.

ENVIRONMENTAL REVIEW

Development of WRSP Neighborhood Park W-51 was originally evaluated in the project level West Roseville Specific Plan (WRSP) EIR (January 2004, SCH# 2002082057). Construction of Neighborhood Park W-51 is found to be within the scope of the project covered by the WRSP Specific Plan EIR. No new effects would be expected to occur and all applicable mitigation measures from the applicable EIR will be implemented during the design and construction of the proposed project. As such, no additional environmental documentation is required.

Respectfully Submitted,

Rjahja Canlas, Park Development Analyst

Dion Louthan, Director, Parks, Recreation, and Libraries

A handwritten signature in blue ink, consisting of several overlapping loops and a horizontal line, positioned above a horizontal line.

Dominick Casey, City Manager

ATTACHMENTS:

Description

W-51 - Master Plan

Roccucci Park Project Manual



LEGEND

- A TURF AREA
- B PLANTING AREA
- C CONCRETE SIDEWALKS
- D EXISTING BIKE TRAIL
- E PROPOSED BIKE TRAIL CONNECTION
- F EXERCISE PODS (typical of 2)
- G NATIVE PLANTING AREA
- H HALF COURT BASKETBALL
- I PICKLEBALL COURTS
- J BENCHES
- K CITY PARK SIGN
- L CHILDREN'S PLAY APPARATUS
- M CHILDREN'S ZIP LINE
- N SHADE STRUCTURE w/PICNIC TABLES
- O SHADE STRUCTURE
- P OPEN SPACE

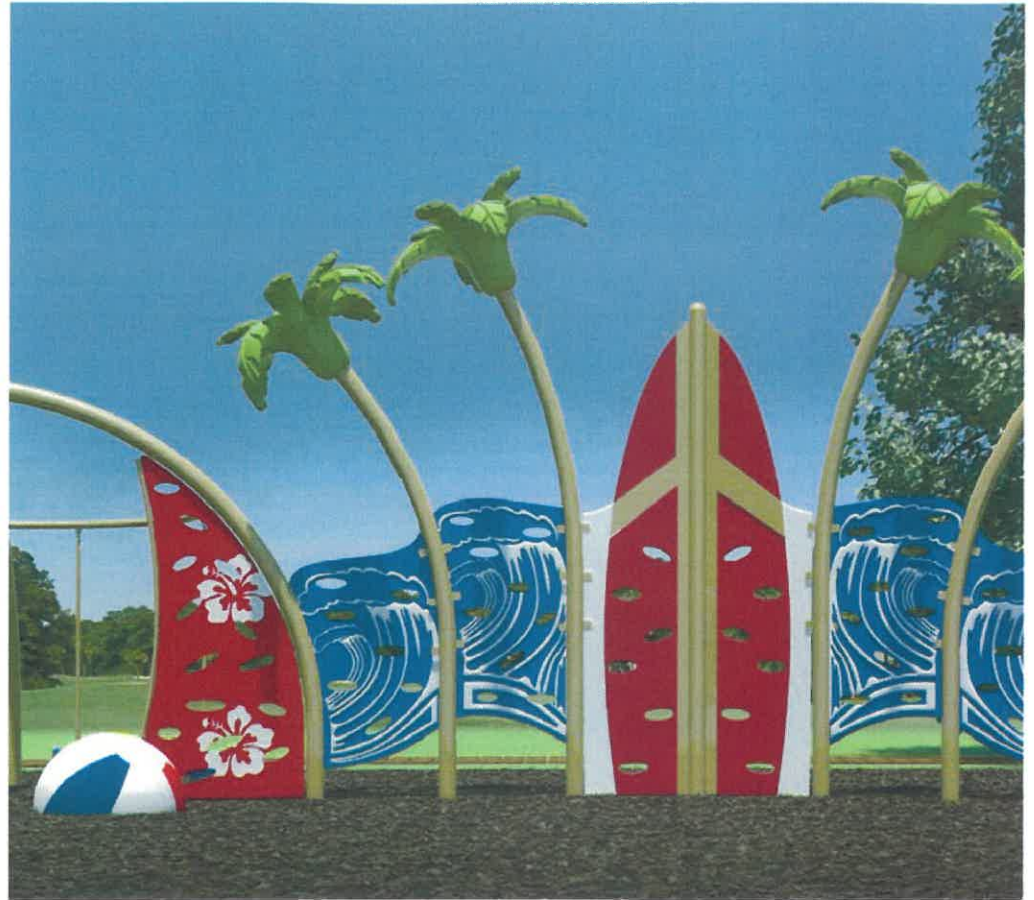
W-51 PARK
Roseville, Ca

DRAFT MASTER PLAN

SCALE: 1"=30'0"
0 30' 60'

SHEET
PL1

FUHRMAN LEAMY
LAND GROUP
DESIGN • SERVICE • SOLUTIONS
2140 PROFESSIONAL DRIVE, SUITE 115 ROSEVILLE, CA 95661
DATE: 03.01.2018
PROJECT: CRV: 18009

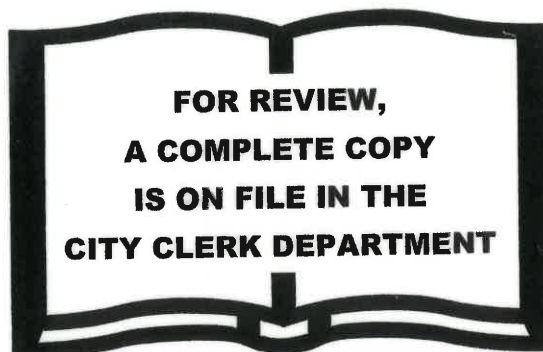


Project Manual for the Richard and Pauline Roccucci Park Project

February 2019

The latest edition of the City of Roseville Parks Construction Standards are incorporated by reference as a part of this Project Manual. The Parks Construction Standards can be purchased at the address listed below.

Parks, Recreation & Libraries
316 Vernon Street, Suite 400
Roseville, California 95678
www.roseville.ca.us



**CITY OF
ROSEVILLE
CALIFORNIA**

*For Council Approval
Open for bidding*



COUNCIL COMMUNICATION

CC #: 9778
File #: 0203-04

Title: General Construction and Repair Services - Service Agreement Renewal
Contact: Dan Allen 916-774-5741 dallen@roseville.ca.us

Meeting Date: 2/20/2019
Item #: 6.6.

RECOMMENDATION TO COUNCIL

Recommend Council adopt a resolution authorizing the City Manager to sign a service agreement renewal with Rudolph and Sletten, Inc. in the amount of \$350,000.00 to provide miscellaneous construction services and repairs on an as needed basis. The Request for Proposals included four optional one year renewals and staff requests authorization to continue utilizing the service agreement without further Council approvals until the contract expires, or until City staff determines that continuing with the same vendor is not in the City's best interest. This request includes authorizing the City Manager to sign future optional renewal service agreements pending Council approval of budgets for that year, as well as approval of the bonds by the City Attorney's office each year.

BACKGROUND

In January of 2017, City Council authorized a service agreement with Rudolph and Sletten, Inc. to provide miscellaneous construction services and repairs on an as needed basis throughout the City. This was a five (5) year agreement with four (4) one (1) year renewals. This is the second year of the renewals.

FISCAL IMPACT

The value of this service agreement is \$350,000.00 for FY2018-19, not to exceed annual budgeted amounts. Funding for this year is included in the Building Maintenance and Facility Rehabilitation Division FY2018-19 budget. The funds will be encumbered one year at a time pending Council approval of the budget for each year. Projected spending for the optional renewal years is as follows: FY2019-20, \$375,000.00; FY2020-21, \$400,000.00.

ECONOMIC DEVELOPMENT / JOBS CREATED

Based on the Federal guideline of one job created for every \$92,000 in government spending,

this will generate 3.8 jobs.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical changes in the environment (CEQA Guidelines §15061(B)(3)). A service agreement renewal for general construction and repair services does not include the potential for a significant environmental effect, and therefore is not subject to CEQA.

Respectfully Submitted,

Dan Allen, Facility Manager

Jason Shykowski, Acting Public Works Director



Dominick Casey, City Manager

ATTACHMENTS:

Description

Resolution No. 19-44

service agreement

RESOLUTION NO. 19-44

APPROVING A SERVICE AGREEMENT RENEWAL BETWEEN THE CITY OF
ROSEVILLE AND RUDOLPH AND SLETTEN, INC., AND AUTHORIZING THE CITY
MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, a service agreement renewal (S1908035) for general construction and repair services, between the City of Roseville and Rudolph and Sletten, Inc., has been reviewed by the Council;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said service agreement renewal is approved and that the City Manager is authorized to execute it on behalf of the City of Roseville.

BE IT FURTHER RESOLVED that the City Manager is authorized to execute two (2) additional one (1) year renewals without further City Council approval, provided that the applicable budget is approved by the City Council, or until City staff determines that continuing with the same vendor is not in the City's best interest.

PASSED AND ADOPTED by the Council of the City of Roseville this ____ day of _____, 20__, by the following vote on roll call:

AYES COUNCILMEMBERS:

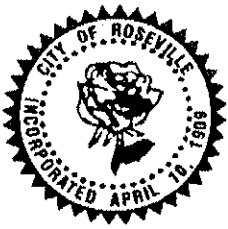
NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

MAYOR

ATTEST:

City Clerk



PURCHASING
CITY OF ROSEVILLE

2005 HILLTOP CIRCLE, ROSEVILLE, CA 95747
(916) 774-5720 • TDD (916) 774-5220 • FAX (916) 774-5736

SERVICE AGREEMENT

SERVICE AGREEMENT

No: **S1908035**

SERVICE LOCATION: AS DIRECTED

REQ. NO.: RENEWAL DATE: 11/26/18

SUBMIT ALL INVOICES TO:

CITY OF ROSEVILLE
Finance Department
311 Vernon Street
Roseville, CA 95678

Contractor No.: V24573
Telephone No.: 916-781-8001 Fax: 916-781-8003
Email address: RYAN.AINSWORTH@RSCONST.COM
Contractor: RUDOLPH AND SLETTEN, INC.
ATTN: RYAN AINSWORTH
1504 EUREKA ROAD, SUITE 200
ROSEVILLE, CA 95661

Department: PUBLIC WORKS-BLDG MAINT.

Acct. Code: 03340-5100

Buyer: TIFFANY VALDEZ
Phone: 916-774-5708

Start Date	Terms	Completion Date	Insurance Limits	Contact
1/18/19	NET 30	1/17/20	Approved by Risk Mgt.	DAN ALLEN TISHA CHINN

The contractor shall furnish all labor, equipment and materials necessary to accomplish the following:

The services called for under City of Roseville Request for Proposal #01-011 and contractor's proposal thereto titled General Construction Services #01-011 dated 11/7/16 (hereinafter "Proposal"). The terms and scope of work of City of Roseville Request for Proposal #01-011 and contractor's Proposal are herein made part of this Service Agreement and fully incorporated by reference. All work must be quoted and approved in advance by an authorized member of the City's Building Maintenance Division.

Please contact Dan Allen at 916-774-5741 or Tisha Chinn at 916-774-5702 for questions regarding this agreement.

Note: The total cost of service below is an approximate value only. The City does not guarantee whatsoever the actual amount to be spent.

Total Cost of Service: \$ 350,000.00

ATTENTION: Total cost of service not to exceed the agreement amount without prior approval of the Purchasing Office.

The Contractor named hereon by the acceptance of this order agrees to the provisions of this document titled "Service Agreement" and Attachment "A".

Roseville Business License No.: 00801255 Contractor License No.: 198069 DIR Registration No.: 1000000658

☐ SOLE PROPRIETOR,

☐ PARTNERSHIP

☒ CORPORATION

CONTRACTOR: 

SIGNATURE

Martin Sisemore

PRINT NAME

President and CEO

TITLE

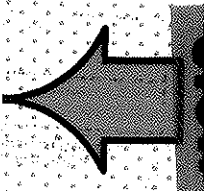
CONTRACTOR: _____

SIGNATURE

PRINT NAME

TITLE

By: _____
Dominick Casey, City Manager
CITY OF ROSEVILLE, A MUNICIPAL CORPORATION



1. To the fullest extent allowed by law, Contractor shall defend, indemnify, and save and hold harmless the City, its officers, agents, employees and volunteers from any claims, suits or actions of every name, kind and description brought forth, or on account of, injuries to or death of any person (including but not limited to workers and the public), or damage to property, resulting from or arising out of Contractor's willful misconduct or negligent act or omission while engaged in the performance of obligations or exercise of rights created by this Agreement, except those matters arising from City's sole or active negligence or willful misconduct. The parties intend that this provision shall be broadly construed. Contractor's responsibility for such defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by law. The defense and indemnity obligations of this Agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement.
2. Contractor is an independent contractor, and shall not be considered an officer, agent or employee of the City.
3. Without the written consent of the City, this Agreement is not assignable by Contractor either in whole or in part.
4. Time is of the essence of this Agreement.
5. At any time during the term of this Agreement, the City has the right to terminate this Agreement, provided Contractor is given thirty (30) days' written notice. City's termination shall be without further liability to City, however Contractor shall be entitled to all costs reasonably incurred prior to the date of termination. Contractor acknowledges that City may terminate this Agreement should funds not be appropriated by its governing body to continue services under this Agreement.
6. This Agreement may only be amended or modified in writing. It is integrated and contains the complete understanding of the parties.
7. All equipment, supplies and services sold to the City of Roseville shall conform to the general safety orders of the State of California.
8. Unless notified to the contrary, in writing, the City assumes that the Contractor has accepted the work in accordance with the plans and specifications (if any) and agrees to do the work in compliance with this Agreement.
9. All prevailing wages and fair employment practices must be adhered to. For prevailing wage contracts over \$25,000, copies of certified payroll must be submitted with invoices. Prevailing wage rates may be obtained from the State Department of Industrial Relations and/or the following website address: <http://www.dir.ca.gov/dlsr/DPreWageDetermination.htm>.
- 10a. Unless otherwise specified, the Contractor shall maintain the policies of insurance outlined in Attachment A, incorporated herein by this reference, in full force and effect during the term of this Agreement. The City of Roseville retains sole discretion in determining the types and proper levels of insurance coverage.
- 10b. Form. Contractor shall submit a certificate evidencing such coverage for the period covered by this Agreement in a form satisfactory to Risk Management and the City Attorney, prior to undertaking any work hereunder. Any insurance written on a claims made basis is subject to the approval of Risk Management and the City Attorney.
- 10c. Additional Insureds. Contractor shall also provide a separate endorsement or section of the policy showing City, its officers, agents, employees, and volunteers as additional insureds for each type of coverage (except Workers' Compensation) and for ongoing and completed operations. Such insurance shall specifically cover the contractual liability of Contractor. The additional insured coverage under the Contractor's policy shall be primary and noncontributory, as evidenced by a separate endorsement or section of the policy, and shall not seek contribution from City's insurance or self-insurance. In addition, the additional insured coverage shall be at least as broad as the Insurance Services Office ("ISO") CG 20 01 Endorsement. Any available insurance proceeds in excess of the specified minimum insurance coverage requirements and limits shall be available to the additional insureds. Furthermore, the requirements for coverage and limits shall be: (1) the minimum coverage and limits specified in this Agreement; or (2) the full coverage and maximum limits of any insurance proceeds available to the named insureds, whichever is greater.
- 10d. Cancellation/Modification. Contractor shall provide ten (10) days written notice to City prior to cancellation or modification of any insurance required by this Agreement.
- 10e. Umbrella/Excess Insurance. The limits of insurance required in this Agreement may be satisfied by a combination of primary and excess insurance. Any excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and noncontributory basis for the benefit of City (if agreed to in a written contract) before City's own insurance shall be called upon to protect it as a named insured.
- 10f. Subcontractors. Contractor agrees to include in its contracts with all subcontractors the same requirements and provisions of this Agreement, including the indemnity and insurance requirements, to the extent they apply to the scope of the subcontractor's work. Furthermore, Contractor shall require its subcontractors to agree to be bound to Contractor and City in the same manner and to the same extent as Contractor is bound to City under this Agreement. Additionally, Contractor shall obligate its subcontractors to comply with these same provisions with respect to any tertiary subcontractor, regardless of tier. A copy of City's indemnity and insurance provisions will be furnished to the subcontractor or tertiary subcontractor upon request.
- 10g. Self-Insured Retentions. All self-insured retentions ("SIR") must be disclosed to Risk Management for approval and shall not reduce the limits of liability. Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or City. City reserves the right to obtain a full certified copy of any insurance policy and endorsements. The failure to exercise this right shall not constitute a waiver of such right.
- 10h. Waiver of Subrogation. Contractor hereby agrees to waive subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss under a Workers Compensation, Commercial General Liability or Automobile Liability policy. All Workers Compensation, Commercial General Liability and Automobile Liability policies shall be endorsed with a waiver of subrogation in favor of City, its officers, agents, employees and volunteers for all work performed by Contractor, its employees, agents and subcontractors.
- 10i. Liability/Remedies. Insurance coverage in the minimum amounts set forth herein shall not be construed to relieve Contractor of liability in excess of such coverage, nor shall it preclude City from taking such other actions as are available to it under any other provisions of this Agreement or law.

11. Contractor shall comply with all federal, state and local laws and ordinances, including but not limited to the City's storm water regulations, as may be applicable to the performance of services under this Agreement. Failure to comply with local ordinances may result in monetary fines and cancellation of this Agreement. Refer to www.roseville.ca.us/stormwater for links to more information on the City's storm water regulations.
12. In the event that the terms of any attachment or exhibit conflict with any terms of this Service Agreement, the terms of this Service Agreement shall control.
13. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. In the event that any signature is delivered by facsimile transmission or by e-mail delivery of a ".pdf" format data file, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or ".pdf" signature page were an original thereof.
14. If either party commences any legal action against the other party arising out of this Agreement or the performance thereof, the prevailing party in such action shall be entitled to recover its reasonable litigation expenses, including but not limited to, court costs, expert witness fees, discovery expenses, and attorneys' fees. Any action arising out of this Agreement shall be brought in Placer County, California, regardless of where else venue may lie. This Agreement shall be governed by and construed in accordance with the laws of the State of California.
15. This Agreement shall be binding upon the heirs, successors, executors, administrators and assigns of the respective parties hereto.
16. If any of the provisions contained in this Agreement are for any reason held invalid or unenforceable, such holding shall not affect the remaining provisions or the validity and enforceability of the Agreement as a whole.
17. No contractor or subcontractor may work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. During the performance of this agreement, Contractor and its subcontractors shall have a continuing legal obligation to maintain current registration with the Department of Industrial Relations. Contractor is hereby notified that this project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.
18. Contractor must submit all claims as defined in and in accordance with the claim resolution process set forth in Section 9204 of the Public Contract Code. Each such claim must be sent to the City by registered mail or certified mail with return receipt requested and must contain reasonable documentation to support the claim. All claims must be received prior to acceptance of the work.

City reserves the right to withhold any payments to Contractor in the event of noncompliance with insurance requirements or if required by law.



COUNCIL COMMUNICATION

CC #: 9793
File #: 0800-02

Title: Water Reliability Public Opinion Research - Service Agreement
Contact: Maurice Chaney 916-774-5539 mchaney@roseville.ca.us

Meeting Date: 2/20/2019
Item #: 6.7.

RECOMMENDATION TO COUNCIL

Staff recommends that City Council adopt a resolution authorizing the City Manager to execute a service agreement on behalf of the City of Roseville. The total cost for consultant services shall not exceed \$40,000.00 for Fairbank, Maslin, Maullin, Metz & Associates (FM3).

BACKGROUND

In 2016, the Environmental Utilities Department (EU) embarked on a research effort that involved stakeholder interviews and a statistically valid web survey to uncover thoughts, attitudes, and perceptions related to water supply reliability in Roseville. EU is working on a number of fronts to diversify water supplies over time and this project assists with understanding customers' thoughts, ideas and understanding surrounding water supply. EU is initiating a similar project scope to see how things have changed over time and develop strategies to increase awareness and public education.

As part of the process, EU staff requested proposals from qualified firms. After careful consideration, staff recommends FM3 to fulfill the water reliability survey project given its directly relevant experience in water supply research efforts throughout the state of California. Research will be conducted during the first quarter of 2019.

FISCAL IMPACT

The total cost for consultant services shall not exceed \$40,000.00. The fees cover survey design, data collection, and a summary and presentation of findings.

ECONOMIC DEVELOPMENT / JOBS CREATED

The activities contained in this report will not result in job development or creation.

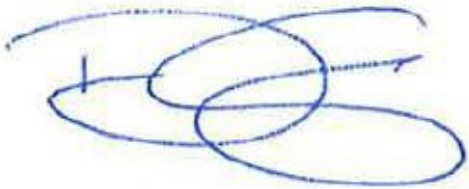
ENVIRONMENTAL REVIEW

The California Environment Quality Act (CEQA), does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment (CEQA Guidelines §15061(b)(3)). The Environmental Utilities Reliability Public Opinion Research process does not include the potential for a significant environmental effect, and therefore is not subject to CEQA.

Respectfully Submitted,

Maurice Chaney, Department Public Information Officer

Richard Plecker, Environmental Utilities Director



Dominick Casey, City Manager

ATTACHMENTS:

Description

Resolution No. 19-49

service agreement

RESOLUTION NO. 19-49

APPROVING A SERVICE AGREEMENT BETWEEN THE CITY OF ROSEVILLE AND FAIRBANK, MASLIN, MAULLIN, METZ & ASSOC., INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, a service agreement (S1909068) to perform services for the Environmental Utilities Water Reliability Public Opinion Research project, between the City of Roseville and Fairbank, Maslin, Maullin, Metz & Assoc., Inc., has been reviewed by the Council;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said service agreement is approved and that the City Manager is authorized to execute it on behalf of the City of Roseville.

PASSED AND ADOPTED by the Council of the City of Roseville this ____ day of _____, 2019, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

MAYOR

ATTEST:

City Clerk



PURCHASING
CITY OF ROSEVILLE

2005 HILLTOP CIRCLE, ROSEVILLE, CA 95747
(916) 774-5720 • TDD (916) 774-5220 • FAX (916) 774-5736

SERVICE AGREEMENT

SERVICE AGREEMENT

No: **S1909068**

SERVICE LOCATION: AS DIRECTED

REQ. NO.: R1902554 DATE: 1/22/19

SUBMIT ALL INVOICES TO:

CITY OF ROSEVILLE
Finance Department
311 Vernon Street
Roseville, CA 95678

Contractor No.: V32192
Telephone No.: 510-451-9521 Fax: 510-451-0384
Email address: Curt@FM3Research.com
Contractor: FAIRBANK, MASLIN, MAULLIN,
METZ, & ASSOC., INC.
ATTN: CURTIS BELOW
1999 HARRISON STREET, SUITE 2020
OAKLAND, CA 94612

Department: ENVIRONMENTAL UTILITIES

Acct. Code: 31512-5115

Buyer: LONI COUNTRYMAN
Phone: 916-774-5734

Start Date	Terms	Completion Date	Insurance Limits	Contact
EXECUTED AGREEMENT	NET 30	7/31/19	Approved by Risk Mgt.	MAURICE CHANEY

The contractor shall furnish all labor, equipment and materials necessary to accomplish the following:
THE SERVICES CALLED FOR UNDER CITY OF ROSEVILLE REQUEST FOR PROPOSAL #08-044 TITLED "ENVIRONMENTAL UTILITIES WATER RELIABILITY PUBLIC OPINION RESEARCH" AND CONTRACTOR'S PROPOSAL THERETO TITLED "PROPOSAL TO PROVIDE WATER RELIABILITY PUBLIC OPINION RESEARCH FOR ROSEVILLE ENVIRONMENTAL UTILITIES" DATED 12/20/18 (HEREINAFTER "PROPOSAL"). THE TERMS AND SCOPE OF WORK OF CITY OF ROSEVILLE REQUEST FOR PROPOSAL #08-044 AND CONTRACTOR'S PROPOSAL ARE HERIN MADE PART OF THIS SERVICE AGREEMENT AND FULLY INCORPORATED BY REFERENCE.

PLEASE CONTACT MAURICE CHANEY AT 916-774-5539 FOR QUESTION REGARDING THIS SERVICE AGREEMENT.

**Total cost listed below is an approximation only. The City does not guarantee whatsoever the actual value of this agreement.

Total Cost of Service: \$ 40,000.00

ATTENTION: Total cost of service not to exceed the agreement amount without prior approval of the Purchasing Office.

The Contractor named hereon by the acceptance of this order agrees to the provisions of this document titled "Service Agreement" and Attachment "A".

Roseville Business License No.: _____ Contractor License No.: _____ DIR Registration No.: _____

☐ SOLE PROPRIETOR

☐ PARTNERSHIP

☒ CORPORATION

CONTRACTOR: Curtis Below CURTIS BELOW COO
SIGNATURE PRINT NAME TITLE

CONTRACTOR: Curtis Below CURTIS BELOW SECRETARY
SIGNATURE PRINT NAME TITLE

By: _____
Dominick Casey, City Manager
CITY OF ROSEVILLE, A MUNICIPAL CORPORATION

1. To the fullest extent allowed by law, Consultant shall defend, indemnify, and save and hold harmless City, its officers, agents, employees and volunteers from any claims, suits or actions of every name, kind and description brought forth, or on account of, injuries to or death of any person (including but not limited to workers and the public), or damage to property, resulting from or arising out of Consultant's willful misconduct or negligent act or omission while engaged in the performance of obligations or exercise of rights created by this Agreement, except those matters arising from City's sole negligence or willful misconduct. The parties intend that this provision shall be broadly construed. Consultant's responsibility for such defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by law. The defense and indemnity obligations of this Agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement.
2. Consultant is an independent contractor, and shall not be considered an officer, agent or employee of the City.
3. Without the written consent of the City, this Agreement is not assignable by Consultant either in whole or in part.
4. Time is of the essence of this Agreement.
5. At any time during the term of this Agreement, the City has the right to terminate this Agreement, provided Consultant is given thirty (30) days' written notice. City's termination shall be without further liability to City, however Consultant shall be entitled to all costs reasonably incurred prior to the date of termination. Consultant acknowledges that City may terminate this Agreement should funds not be appropriated by its governing body to continue services under this Agreement.
6. This Agreement may only be amended or modified in writing. It is integrated and contains the complete understanding of the parties.
7. All equipment, supplies and services sold to the City of Roseville shall conform to the general safety orders of the State of California.
8. Unless notified to the contrary, in writing, the City assumes that the Consultant has accepted the work in accordance with the plans and specifications (if any) and agrees to do the work in compliance with this Agreement.
9. All fair employment practices must be adhered to.
- 10a. Unless otherwise specified, the Consultant shall maintain the policies of insurance outlined in Attachment A, incorporated herein by this reference, in full force and effect during the term of this Agreement. The City of Roseville retains sole discretion in determining the types and proper levels of insurance coverage.
- 10b. Form. Consultant shall submit a certificate evidencing such coverage for the period covered by this Agreement in a form satisfactory to Risk Management and the City Attorney, prior to undertaking any work hereunder. Any insurance written on a claims made basis is subject to the approval of Risk Management and the City Attorney.
- 10c. Additional Insureds. Consultant shall also provide a separate endorsement or section of the policy showing City, its officers, agents, employees, and volunteers as additional insureds for each type of coverage, except for Workers' Compensation and Professional Liability. Such insurance shall specifically cover the contractual liability of Consultant. The additional insured coverage under the Consultant's policy shall be primary and noncontributory, as evidenced by a separate endorsement or section of the policy, and shall not seek contribution from City's insurance or self-insurance. In addition, the additional insured coverage shall be at least as broad as the Insurance Services Office ("ISO") CG 20 01 Endorsement. Any available insurance proceeds in excess of the specified minimum insurance coverage requirements and limits shall be available to the additional insureds. Furthermore, the coverage and maximum limits of any insurance proceeds available to the named insureds, whichever is greater.
- 10d. Cancellation/Modification. Consultant shall provide ten (10) days written notice to City prior to cancellation or modification of any insurance required by this Agreement.
- 10e. Umbrella/Excess Insurance. The limits of insurance required in this Agreement may be satisfied by a combination of primary and excess insurance. Any excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and noncontributory basis for the benefit of City (if agreed to in a written contract) before City's own insurance shall be called upon to protect it as a named insured.
- 10f. Subconsultants. Consultant agrees to include in its contracts with all subconsultants the same requirements and provisions of this Agreement, including the indemnity and insurance requirements, to the extent they apply to the scope of the subconsultant's work. Furthermore, Consultant shall require its subconsultants to agree to be bound to Consultant and City in the same manner and to the same extent as Consultant is bound to City under this Agreement. Additionally, Consultant shall obligate its subconsultants to comply with these same provisions with respect to any tertiary subconsultant, regardless of tier. A copy of City's indemnity and insurance provisions will be furnished to the subconsultant or tertiary subconsultant upon request.
- 10g. Self-Insured Retentions. All self-insured retentions ("SIR") must be disclosed to Risk Management for approval and shall not reduce the limits of liability. Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or City. City reserves the right to obtain a full certified copy of any insurance policy and endorsements. The failure to exercise this right shall not constitute a waiver of such right.
- 10h. Waiver of Subrogation. Consultant hereby agrees to waive subrogation which any insurer of Consultant may acquire from Consultant by virtue of the payment of any loss under a Workers Compensation, Commercial General Liability or Automobile Liability policy. All Workers Compensation, Commercial General Liability and Automobile Liability policies shall be endorsed with a waiver of subrogation in favor of City, its officers, agents, employees and volunteers for all work performed by Consultant, its employees, agents and subconsultants.
- 10i. Liability/Remedies. Insurance coverage in the minimum amounts set forth herein shall not be construed to relieve Consultant of liability in excess of such coverage, nor shall it preclude City from taking such other actions as are available to it under any other provisions of this Agreement or law.
11. Consultant shall comply with all federal, state and local laws and ordinances as may be applicable to the performance of services under this Agreement. Failure to comply with local ordinances may result in monetary fines and cancellation of this Agreement.

12. In the event that the terms of any attachment or exhibit conflict with any terms of this Service Agreement, the terms of this Service Agreement shall control.
13. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. In the event that any signature is delivered by facsimile transmission or by e-mail delivery of a ".pdf" format data file, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or ".pdf" signature page were an original thereof.
14. If either party commences any legal action against the other party arising out of this Agreement or the performance thereof, the prevailing party in such action shall be entitled to recover its reasonable litigation expenses, including but not limited to, court costs, expert witness fees, discovery expenses, and attorneys' fees. Any action arising out of this Agreement shall be brought in Placer County, California, regardless of where else venue may lie. This Agreement shall be governed by and construed in accordance with the laws of the State of California.
15. This Agreement shall be binding upon the heirs, successors, executors, administrators and assigns of the respective parties hereto.
16. If any of the provisions contained in this Agreement are for any reason held invalid or unenforceable, such holding shall not affect the remaining provisions or the validity and enforceability of the Agreement as a whole.
17. For purposes of this Agreement, the terms "Contractor" and "Consultant" are used interchangeably.
18. If the project referenced on this service agreement is a Public Works project, then the following shall apply. No contractor or subcontractor may work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. During the performance of this agreement, Contractor and its subcontractors shall have a continuing legal obligation to maintain current registration with the Department of Industrial Relations. Contractor is hereby notified that this project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.
19. If the project referenced on this service agreement is a Public Works project, then the following shall apply: Contractor must submit all claims as defined in and in accordance with the claim resolution process set forth in Section 9204 of the Public Contract Code. Each such claim must be sent to the City by registered mail or certified mail with return receipt requested and must contain reasonable documentation to support the claim. All claims must be received prior to acceptance of the work.

City reserves the right to withhold any payments to Consultant in the event of noncompliance with insurance requirements or if required by law.



COUNCIL COMMUNICATION

CC #: 9798
File #: 0800-03

Title: Power Plant - Catwalk Service Agreement Amendment
Contact: Nathan Ribordy 916-746-1673 nribordy@roseville.ca.us

Meeting Date: 2/20/2019
Item #: 6.8.

RECOMMENDATION TO COUNCIL

Staff recommends City Council adopt a resolution authorizing the City Manager to execute Amendment No. 1 to Service Agreement S1908209 with Performance Mechanical, Inc. (PMI) to provide additional funding for unforeseen design changes required for the fabrication of the catwalk that is to be installed at the Roseville Energy Park. Total cost of the amendment is for \$2,526.00, bringing the total service agreement from \$59,365.00 to \$61,891.00. Funding is available in the Electric Capital Improvement Projects budget for FY2018-19.

BACKGROUND

The City's Electric Department owns and operates two generation facilities: the Roseville Energy Park ("REP") and Roseville Power Plant No. 2 ("RPP2"). The power generated by the REP and RPP2 supports more than half of the City of Roseville's peak electric load during the summer months. In October 2018 the service agreement S1908209 was executed with PMI to complete the Unit One Walkway Addition project as part of the REP's Balance of Plant Rehabilitation, in an effort to reduce access hazards to the roof of Combustion Turbine One.

This project is subject to review by the California Energy Commission and their delegates. During review of the fabrication drawings it was determined that additional material will be required for fabrication. Due to the additional time and material requirements beyond the original scope of work, additional funding is being requested to complete the project.

FISCAL IMPACT

The cost of the amendment is \$2,526.00, bringing the total service agreement from \$59,365.00 to \$61,891.00. Funding is included in the Electric Capital Improvement Projects budget for FY2018-19.

ECONOMIC DEVELOPMENT / JOBS CREATED

Not applicable.

ENVIRONMENTAL REVIEW

The Unit One Walkway Addition Project was subject to California Energy Commission (CEC) staff review and approval consistent with California Code of Regulation Title 20, § 1769 (a)(2). This included project compliance with the CEC's functionally equivalent CEQA process. Via this process, CEC staff determined the proposed modifications meet the criteria for approval at the staff level because: (1) the modifications will not have any significant effect on the environment; (2) existing conditions of certification are sufficient to cover the proposed modifications without changes to, or deletions of, any conditions of certification; and, (3) the project, as modified, will maintain in full compliance with applicable laws, ordinances and standards. As such CEC staff issued a Notice of Determination -- Petition to Amend - Roseville Energy Park on August 22, 2017 (03-AFC-01C). The improvement plans included in the S1908209 Unit One Walkway Addition are consistent with the project evaluated in the CEC staff- approved Notice of Determination and consequently no additional CEQA action is required for S1908209 Unit One Walkway Addition approval.

Respectfully Submitted,

Nathan Ribordy, Senior Power Plant Engineer

Michelle Bertolino, Electric Utility Director



Dominick Casey, City Manager

ATTACHMENTS:

Description

Resolution No. 19-52

S1908209 Amendment 1

California Energy Commission Notice of Determination 03-AFC-01C

RESOLUTION NO. 19-52

APPROVING AMENDMENT NO. 1 TO SERVICE AGREEMENT
BETWEEN CITY OF ROSEVILLE AND PERFORMANCE MECHANICAL, INC., AND
AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE
CITY OF ROSEVILLE

WHEREAS, Amendment No. 1 to Service Agreement (S1908209), for materials and labor to complete the Unit One Walkway Addition project at the Roseville Energy Park, between the City of Roseville and Performance Mechanical, Inc., has been prepared and reviewed by the Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said amendment to service agreement is approved and that the City Manager is authorized to execute it on behalf of the City of Roseville.

PASSED AND ADOPTED by the Council of the City of Roseville this ____ day of _____, 20__, by the following vote on roll call:

AYES COUNCILMEMBERS:

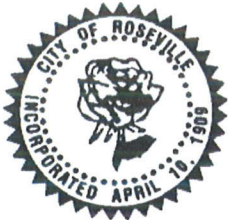
NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

MAYOR

ATTEST:

City Clerk



PURCHASING
CITY OF ROSEVILLE

2005 HILLTOP CIRCLE, ROSEVILLE, CA 95747
(916) 774-5720 • TDD (916) 774-5220 • FAX (916) 774-5736

**SERVICE AGREEMENT
AMENDMENT**

SERVICE AGREEMENT No: S1908209
AMENDMENT No: 1

SERVICE LOCATION: ROSEVILLE ENERGY PARK
5120 PHILLIP ROAD
ROSEVILLE, CA 95747

Contractor No.: V35947

SUBMIT ALL INVOICES TO:
CITY OF ROSEVILLE
Finance Department
311 Vernon Street
Roseville, CA 95678

Contractor License No.: 475516
Business License No.: 822221

Telephone No.: 888-841-6156 Fax: 888-841-6156

Department: ELECTRIC

Email address: RCARPENTERJR@PERFMECH.COM
Contractor: PERFORMANCE MECHANICAL, INC.
ATTN: RICK CARPENTER
6001 MIDWAY STREET
SACRAMENTO, CA 95828

Acct. Code: 40002-6130/184105-30

Buyer: TIFFANY VALDEZ
Phone: 916-774-5708

Service Agreement Number S1908209 ("Agreement"), which was executed on, 10/3/18, is hereby modified as follows:

Select all provisions that apply:

- ☐ The Contractor name is hereby changed from _____ to _____
- ☐ The term of the Agreement is reduced by _____ (days/months/years) and the expiration date of the Agreement is changed from _____ to _____
- ☒ The Total Cost of Service payable under this Agreement is modified from \$59,365.00 to \$61,891.00. The purpose of this modification is to PROVIDE FOR AN ADDITIONAL UNFORESEEN CHANGE ORDER IN ACCORDANCE WITH THE ATTACHED PERFORMANCE MECHANICAL, INC. PROPOSAL DATED 12/19/18.

All other provisions of the Agreement shall remain unchanged and in full force and effect.

CONTRACTOR:

By: Andrew Hoster

Title: President / CEO

By: _____

Title: _____

CITY OF ROSEVILLE,
A MUNICIPAL CORPORATION:

By: _____

Dominick Casey
City Manager

Distribution: 1- Purchasing, 1 - Contractor, 1 - Originating Dept

DOCKETED

Docket Number:	03-AFC-01C
Project Title:	Roseville Energy Park Compliance
TN #:	220856
Document Title:	Notice of Determination -- Petition to Amend - Roseville Energy Park
Description:	Staff has determined the project would continue to comply with applicable LORS and no changes to any conditions of certification are necessary to ensure that no significant impacts occur
Filer:	Mike Monasmith
Organization:	California Energy Commission
Submitter Role:	Commission Staff
Submission Date:	8/22/2017 4:50:24 PM
Docketed Date:	8/22/2017

CALIFORNIA ENERGY COMMISSION

1516 NINTH STREET
SACRAMENTO, CA 95814-5512
www.energy.ca.gov



**NOTICE OF DETERMINATION
PETITION TO AMEND
ROSEVILLE ENERGY PARK, 03-AFC-01C**

On June 22, 2017, Roseville Electric filed a petition with the California Energy Commission (Energy Commission) requesting modifications to the Roseville Energy Park (REP). REP is a 160-Megawatt, combined-cycle facility located on 12 acres within the city of Roseville in Placer County, adjacent to the Pleasant Grove Waste Water Treatment Plant. The project was certified by the Energy Commission on April 13, 2005, and went on line producing power on November 5, 2007.

DESCRIPTION OF PROPOSED MODIFICATIONS

The Roseville Electric petition (TN 219887) seeks approval to modify REP by replacing an existing ladder and cage access on the belt press structure with a staircase, build an extension of the existing catwalk to Combustion Turbine 2, and add five reinforced cement pads at various locations throughout the facility.

For additional information, the Energy Commission's webpage for this facility, <http://www.energy.ca.gov/sitingcases/roseville/index.html>, has a link to the petition to the project modifications accessible through the webpage in the box labeled "Compliance Proceeding." Click on the "Documents for this Proceeding (Docket Log)" option.

ENERGY COMMISSION STAFF REVIEW AND DETERMINATION

Pursuant to section 1769(a)(2) of Title 20, California Code of Regulations, Commission approval of a petition to amend is not required "(w)here staff determines that there is no possibility that the modifications may have a significant effect on the environment, and if the modifications will not result in a change or deletion of a condition adopted by the commission in the final decision or make changes that would cause the project not to comply with any applicable laws, ordinances, regulations, or standards [LORS]...."

Energy Commission staff has determined for this petition that formal approval by the Energy Commission at a noticed Business Meeting is not required, and the proposed modifications meet the criteria for approval at the staff level because:

- The modifications will not have any significant effect on the environment;
- Existing conditions of certification are sufficient to cover the proposed modifications without changes to, or deletions of, any conditions of certification; and
- The project as modified will maintain full compliance with applicable LORS.

Staff's conclusions for each of the technical or environmental areas are summarized in the following table.

SUMMARY OF STAFF RESPONSES TO PETITION

TECHNICAL/ENVIRONMENTAL AREAS REVIEWED	STAFF RESPONSE			Revised Conditions of Certification Recommended
	Technical Area Not Affected	No Significant Environmental Impact or LORS Inconsistency*	Process As Amendment	
Air Quality		X		N/A
Biological Resources	X			N/A
Cultural Resources	X			N/A
Efficiency	X			N/A
Facility Design		X		N/A
Geological and Paleontological Resources		X		N/A
Hazardous Materials Management		X		N/A
Land Use		X		N/A
Noise and Vibration		X		N/A
Public Health	X			N/A
Reliability	X			N/A
Socioeconomics		X		N/A
Soil and Water Resources	X			N/A
Traffic and Transportation		X		N/A
Transmission Line Safety and Nuisance	X			N/A
Transmission System Engineering	X			N/A
Visual Resources		X		N/A
Waste Management		X		N/A
Worker Safety and Fire Protection		X		N/A

*No Energy Commission approval is necessary where staff determines there is no possibility that the proposed modifications would have a significant effect on the environment, and the modifications would not result in a change in or deletion of a condition adopted by the Commission in the Final Decision, or make changes that would cause project noncompliance with any applicable laws, ordinances, regulations, or standards (Cal. Code Regs., tit. 20, § 1769 (a)(2)).

Energy Commission technical staff reviewed the petition for potential environmental effects and consistency with applicable LORS. Staff has determined that the technical or environmental areas of Biological Resources, Cultural Resources, Efficiency, Public Health, Reliability, Soil and Water Resources, Transmission Line Safety and Nuisance, and Transmission System Engineering are not affected by the proposed changes.

For the technical areas of Air Quality, Facility Design, Geological and Paleontological Resources, Hazardous Materials Management, Land Use, Noise and Vibration, Socioeconomics, Traffic and Transportation, Visual Resources, Waste Management, and Worker Safety and Fire Protection, staff has determined the project would continue to comply with applicable LORS and no changes to any conditions of certification are necessary to ensure that no significant impacts occur. Therefore, staff is processing the request as a Staff-Approved Project Modification. Staff notes the following for these technical areas:

- **Air Quality**

Impacts to air quality are expected to continue to be less than significant with the implementation of the conditions of certification. Generally access ways, such as catwalks, staircases, and decking are pretreated prior to arrival to a project site. Any additional coating operations occurring onsite would be subject to both state and local air district regulations. The Placer County Air Pollution Control District (PCAPCD) has rules and

regulations regarding coating operations. These types of activities are generally considered maintenance and a separate permit would not be required. California Energy Commission staff contacted a representative from Roseville Energy Park and confirmed they are aware of the coating regulations.

In addition, any construction and equipment use for the proposed project modifications would be temporary and stationary source air permits would not be required through the PCAPCD. Any diesel equipment used would still be required to meet the State of California diesel requirements. As applicable, the diesel equipment used would need to be registered through the Statewide Portable Equipment Registration Program (PERP) or Diesel Off-road On-line Reporting System (DOORS) and associated equipment permits would be retained onsite. The equipment is expected to comply with all applicable LORS and significant impacts to air quality are not expected from the associated short-term construction. Therefore, there are no expected significant air quality impacts from the proposed amendment to any population within the project's six-mile radius, including any environmental justice population. In addition, there are no proposed changes to the air quality conditions of certification.

- **Biological Resources**

Since the PTA proposes the addition of a staircase, extension of an existing catwalk, and addition of five cement pads within the previously disturbed project site with minimal ground disturbance activities, the proposed modifications would not have any impacts on biological resources.

The petition to amend (PTA) for the Roseville Energy Park involves the replacement of an existing ladder and cage access with a staircase and cement landing pad directly below. This cement pad is one of five cement pads proposed to be added within the project site. The five cement pads measure 45' X 145', 32' X 85', 38' X 29', 47' X 63', and 70' x 17' respectively. Any ground disturbances are not anticipated to be more than a foot deep past existing grade. Also, an existing catwalk would be extended to allow access to the roof of Combustion Turbine 1.

- **Cultural Resources**

Staff reviewed the depth of ground disturbance during the original construction of the project. The proposed changes will not result in any new ground disturbance not already accounted for by the original construction. No cultural resources will be affected.

- **Facility Design**

Installation of the stairway, catwalk extension, and concrete pad shall comply with the 2016 California Building Code. Implementation of the existing **Facility Design** conditions of certification adopted in the Decision would ensure this.

- **Geologic and Paleontologic Resources**

All work would occur on-site within existing facilities. Construction of the catwalk extension would be an above-ground activity with no associated ground disturbance. Therefore there is no potential for impact to geologic or paleontologic resources.

The effects of ground shaking on either the stairway or the catwalk extension would be mitigated, to the extent practical, through structural designs required by **GEN-1**, which would require the owner to address current design standards. Compliance with this condition would ensure protection of public health and safety.

Construction of the concrete pads would involve ground disturbance. The proposed maximum depths of disturbance would be 12-inches. Each of the five concrete pads would be constructed in a previously disturbed area; therefore will be no disturbance of geologic or paleontologic resources impact.

During the initial evaluation it became apparent that soil beneath the site would pose a liquefaction hazard in the event that it became saturated and was subject to a seismic event. There is a low probability that liquefaction would occur, but a risk does exist. Soil data developed during construction (soil engineering report prepared for condition **GEO-1**), and compliance with existing Facility Design Conditions of Certification **GEN-1**, **GEN-5**, and **CIVIL-1**, would mitigate these impacts to a less than significant level.

- **Hazardous Materials Management**

During the installation of the new staircase and concrete on site, several hazardous materials will be used. Similar to equipment maintenance activities, these materials would include solvents, gasoline, lubricants, and welding gases, which are already included in the annual compliance report under the existing Condition of Certification **HAZ-1**. Therefore, with petitioner's continued compliance with existing conditions of certification, **HAZ-1** specifically, the proposed modifications would not have a significant effect on the environment and would continue to comply with all applicable LORS.

- **Land Use**

The proposed modifications to replace an existing ladder and cage, build an extension to an existing catwalk, and convert unpaved and gravel areas to concrete pads would be within the licensed project boundaries and would have no significant land use impacts.

- **Noise and Vibration**

Construction work associated with this petition would be temporary and would occur during the daytime hours. Any noise generated during these activities would result in a less-than-significant impact with implementation of the existing **Noise** conditions of certification in the Decision.

- **Public Health**

There is no possibility that the modifications may have a significant effect on the environment and the modification will not result in a change or deletion of a condition adopted by the commission in the Final Decision or make changes that would cause the project not to comply with any applicable laws, ordinances, regulations, or standards.

- **Reliability**

Starting and stopping each air-cooled condenser (ACC) fan repeatedly to accommodate plant cycling induces stresses on its gearbox, contributing to higher than desired failure rates of the gearboxes and fan motors. In order to reduce these stresses, the project owner has proposed to install soft start electrical equipment within three new electrical

equipment cabinets. The proposed soft start equipment would control the flow of electricity to allow each fan motor to gradually increase electric load to the motor thereby reducing start-up inertia stresses. The addition of the ACC soft start capability would increase the power plant's reliability, as this would result in reduction in the breakdown of fan motors due to the reduced stresses on the gearboxes associated with plant cycling.

- **Socioeconomics**

The proposed modifications to replace an existing ladder and cage, build an extension of an existing catwalk, and convert unpaved and gravel areas to concrete pads would take approximately 45 days to complete and require 10 workers. From a socioeconomic standpoint, the proposed amendment would have insignificant workforce-related impacts on housing and community services.

- **Soil and Water Resources**

All the proposed modifications are within the boundaries of the originally analyzed and certified project. Therefore, the proposed changes will not have any additional environmental impacts compared to what was analyzed for the Final Decision because the proposed modifications are within the previously disturbed boundaries of the project.

Staff therefore concludes that the original Storm Water Pollution Prevention Plan (SWPPP) and Drainage, Erosion, and Sedimentation Control (DESCP) documents, required in accordance with Conditions of Certification **SOIL&WATER-1** and **-2**, are adequate for the project with the proposed modifications. However, the plans should be updated to show the proposed changes and necessary storm water controls.

There would be no significant changes to the volumes or quality of storm water from the proposed modifications.

The proposed modifications, especially converting some graveled areas to concrete pavement, would require some water. However, the increase in water use to complete the modifications is expected to be minimal and is not expected to make the project exceed the maximum water amount it is certified to use in the original 2005 Decision.

The proposed modification would not require any changes to soil and water conditions of certification. If the project owner continues to comply with the existing conditions, potential impacts to soil and water resources would be mitigated, and the project will remain in compliance with all applicable LORS.

- **Traffic and Transportation**

Construction equipment and workers associated with the proposed modifications would generate approximately 25 total one-way vehicle trips over the course of approximately 45 days. The amount of construction traffic would have a less than significant impact on roadway level of service and intersection delay.

- **Visual Resources**

The proposed modifications would either not be visible from any offsite locations or would blend in with existing infrastructure at the project site. There would be no impacts to visual resources.

- **Waste Management**

All work would occur on site within existing facilities. In the event contaminated soil is unearthed during excavation in preparation for construction of the five concrete pads, a registered professional engineer or geologist shall have the authority to temporarily suspend construction activity, and perform tests to determine the nature and extent of contamination for the protection of workers or the public. Conditions of Certification **WASTE-2**, **WASTE-3**, and **WASTE-4** provide guidance for the mitigation of contaminated soil. Compliance with existing Waste Management Conditions of Certification **WASTE-1** through **WASTE-6** would mitigate these impacts to a less than significant level.

During construction the waste produced would include but is not limited to: concrete and washdown waste, excess packing materials, basic building materials, and empty containers. The hazardous materials generated during construction would include dried paint and possibly trace amounts of hazardous waste in miscellaneous building materials. Approved Condition of Certification **WASTE-5** requires that waste generated during construction is tracked and disposed at the proper facilities. The project owner will be required to comply with this condition of certification, including submittal of a Construction Waste Management plan to the CPM, prior to the start of mobilization

Based on the information provided by the project owner and previous investigations by the staff, staff concludes the proposed modifications would not result in additional significant environmental impacts in terms of waste management in comparison with the original analysis for the approved project, provided the owner complies with Conditions of Certification **WASTE-1** through **WASTE-6**.

- **Worker Safety and Fire Protection**

By continuing to comply with the existing conditions of certification, the petitioner's proposed installation of a new staircase and concrete on site would not have a significant effect on the environment, and would continue to comply with all applicable LORS. Activities to be performed during the construction duration required for the installation would comply with worker safety and fire protection requirements already contained in health and safety plans utilized for construction of the main facility per Condition of Certification **WORKER SAFETY-1**.

The **Environmental Justice Population Figure 1** (attached) shows 2010 census blocks in the six-mile radius of the REP with a minority population greater than or equal to 50 percent. The population in these census blocks represents an Environmental Justice (EJ) population based on race and ethnicity as defined in the Council on Environmental Quality's *Environmental Justice: Guidance Under the National Environmental Policy Act*. Staff has determined that the proposed modifications would not cause any significant environmental impacts, including the environmental justice population. Therefore, there are not significant

August 22, 2017

impacts to any population within the REP six-mile radius, including environmental justice population.

This Notice of Determination has been sent to the Energy Commission's facility mail list of interested parties and property owners adjacent to the facility site. It has also been emailed to the facility listserv. The listserv is an automated Energy Commission e-mail system by which information about this facility is e-mailed to parties who have subscribed. To subscribe, go to the Energy Commission's webpage for this facility, cited above, scroll down the right side of the project's webpage to the box labeled "Subscribe," and provide the requested contact information.

Any person may file an objection to staff's determination within 14 days of the date of this notice on the grounds that the project modification does not meet the criteria set forth in section 1769(a)(2). Absent any relevant objections, the amendment petition will be approved 14 days after this notice is docketed. To use the Energy Commission's electronic commenting feature to object to staff's determination, go to the Energy Commission's webpage for this facility, cited above, click on the "Submit e-Comment" link, and follow the instructions in the on-line form. Be sure to include the facility name in your comments. Once submitted, the Energy Commission Dockets Unit reviews your comments, and you will receive an e-mail with a link to them. Written comments may also be mailed or hand-delivered to:

California Energy Commission
Dockets Unit, MS-4
Docket No. 03-AFC-01C
1516 Ninth Street
Sacramento, CA 95814-5512

All comments and materials filed with and approved by the Dockets Unit will be added to the facility docket log and be publicly accessible on the Energy Commission's webpage for the facility.

If you have questions about this notice, please contact Mike Monasmith at (916) 654-4894, or by fax to (916) 654-3882, or via e-mail at mike.monasmith@energy.ca.gov

For information on participating in the Energy Commission's review of the petition, please call the Public Adviser at (800) 822-6228 (toll-free in California) or send your email to publicadviser@energy.ca.gov. News media inquiries should be directed to the Energy Commission Media Office at (916) 654-4989, or by e-mail to mediaoffice@energy.ca.gov.

Date _____

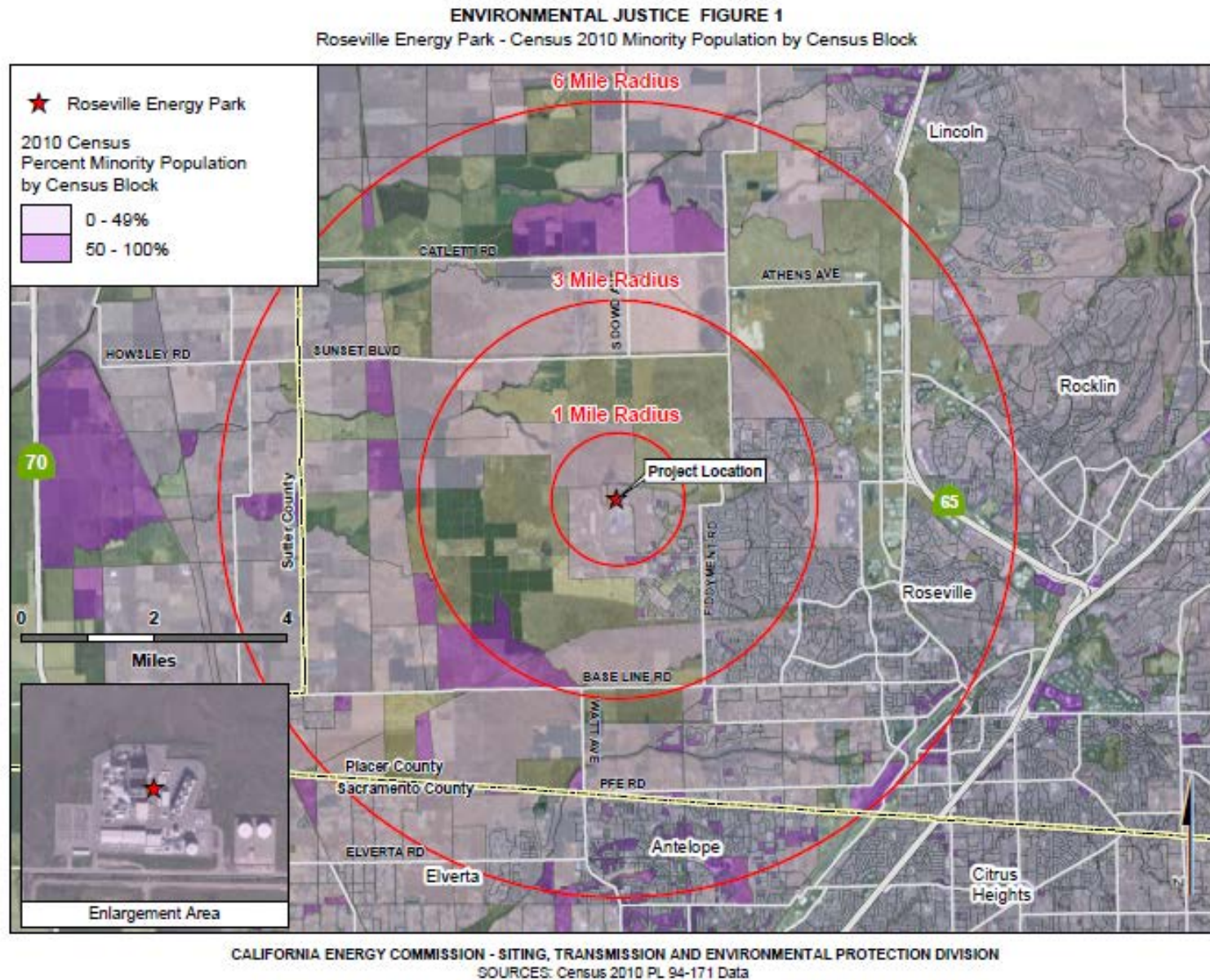
Original Signed by: _____

CHRIS DAVIS

Siting Office Manager

Siting, Transmission & Environmental Protection Division

CC: Roseville Mail list 7172
Roseville listserv





COUNCIL COMMUNICATION

CC #: 9765
File #: 0800-03

Title: LED Streetlight Upgrade Project – Service Agreement
Contact: Jason Grace 916-774-5643 jgrace@roseville.ca.us

Meeting Date: 2/20/2019
Item #: 6.9.

RECOMMENDATION TO COUNCIL

Staff recommends City Council adopt a resolution authorizing the City Manager to execute a service agreement with St. Francis Electric, LLC to perform services for the LED Streetlight Upgrade Project.

BACKGROUND

Roseville Electric Utility is committed to improving the quality of life for our community and customers with reliable electricity, competitive prices, exceptional service and a culture of safety. The City's streetlight system (excluding those attached to signal lights) is comprised of approximately 13,200 luminaires, consisting of high pressure sodium, mercury vapor, metal halide and LED types. The City began a replacement effort to transition the existing system to a unified LED system last year. Non-LED streetlights are no longer widely available. Contractor assistance is required to complete installation of the new lights in a timely basis. Roseville Electric Utility shall be responsible for replacing residentially located luminaires and the Contractor shall be responsible for replacing collector and arterial located luminaires, all to LED luminaires. The transition of the streetlight system will result in numerous benefits, including standardizing lighting footprints, reducing maintenance costs, insuring replacement lights are readily available and lowering power consumption of the lighting system.

Roseville Electric Utility solicited proposals through RFP 07-055 LED Streetlight Upgrade Project to contract with a vendor to replace portions of the City's existing streetlight system with LED streetlights. Two vendor proposals were received and evaluated based on qualifications of firm and team experience, project understanding and plan, cost, and required documents. The evaluation team reviewed and scored the vendor proposals, selecting St. Francis Electric, LLC to provide the requested scope of services because they scored the highest overall of the two vendors across these criteria.

FISCAL IMPACT

The cost of the services will not exceed \$2,240,000.00 over a one year period. Funding is

included in the Electric FY2018-19 budget. State mandated public benefits funds, which are required to be used for energy efficiency improvements, will fund \$1,500,000 of the total project cost.

ECONOMIC DEVELOPMENT / JOBS CREATED

Not applicable.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical changes in the environment (CEQA Guidelines §15061(B)(3)). The LED Streetlight Upgrade project does not include the potential for a significant environmental effect, and therefore is not subject to CEQA.

Respectfully Submitted,

Jason Grace, Electric Operations Manager

Michelle Bertolino, Electric Utility Director



Dominick Casey, City Manager

ATTACHMENTS:

Description

Resolution No. 19-50

Service Agreement

RESOLUTION NO. 19-50

APPROVING A SERVICE AGREEMENT BETWEEN THE CITY OF ROSEVILLE AND ST. FRANCIS ELECTRIC, LLC, AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, a service agreement (S1908110) to perform services for the LED Streetlight Upgrade project, between the City of Roseville and St. Francis Electric, LLC, has been reviewed by the Council;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said service agreement is approved and that the City Manager is authorized to execute it on behalf of the City of Roseville.

PASSED AND ADOPTED by the Council of the City of Roseville this ____ day of _____, 2019, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

MAYOR

ATTEST:

City Clerk



PURCHASING
CITY OF ROSEVILLE

2005 HILLTOP CIRCLE, ROSEVILLE, CA 95747
(916) 774-5720 • TDD (916) 774-5220 • FAX (916) 774-5736

SERVICE AGREEMENT

SERVICE AGREEMENT

No: **S1908110**

SERVICE LOCATION: AS DIRECTED

REQ. NO.: R1902446 DATE: 12/20/18

SUBMIT ALL INVOICES TO:

CITY OF ROSEVILLE
Finance Department
311 Vernon Street
Roseville, CA 95678

Contractor No.: V41088
Telephone No.: 510-639-0639 Fax: 510-639-9116
Email address: GUY@SFE-INC.COM
Contractor: ST FRANCIS ELECTRIC, LLC
ATTN: GUY SMITH
975 CARDEN STREET
SAN LEANDRO, CA 94577

Department: ELECTRIC

Acct. Code: 40002-6130/500004-45

Buyer: TIFFANY VALDEZ
Phone: 916-774-5708

Start Date	Terms	Completion Date	Insurance Limits	Contact
EXECUTED AGREEMENT	NET 30	2/5/20	Approved by Risk Mgt.	EMILY ISAACS

The contractor shall furnish all labor, equipment and materials necessary to accomplish the following:

The services called for under City of Roseville Request for Proposal #07-055 and contractor's proposal thereto titled Proposal for the City of Roseville LED Streetlight Upgrade dated 10/26/18, including updated pricing worksheet from St. Francis Electric email dated 12/6/18 (hereinafter "Proposal"). The terms and scope of work of City of Roseville Request for Proposal #07-055 and contractor's Proposal are herein made part of this Service Agreement and fully incorporated by reference.

Please contact Emily Isaacs at 916-746-1608 for questions regarding this agreement.

****Total cost listed below is an approximation only. The City does not guarantee whatsoever the actual value of this agreement.**

Total Cost of Service: \$ **2,240,000.00**

ATTENTION: Total cost of service not to exceed the agreement amount without prior approval of the Purchasing Office.

The Contractor named hereon by the acceptance of this order agrees to the provisions of this document titled "Service Agreement" and Attachment "A".

Roseville Business License No.: 00834705 Contractor License No.: 1003811 DIR Registration No.: 100022208

☐ SOLE PROPRIETOR

☒ PARTNERSHIP

☐ CORPORATION

CONTRACTOR: _____

SIGNATURE

GUY SMITH

PRINT NAME

VICE PRESIDENT

TITLE

CONTRACTOR: _____

SIGNATURE

PRINT NAME

TITLE

By: _____

Dominick Casey, City Manager
CITY OF ROSEVILLE, A MUNICIPAL CORPORATION

1. To the fullest extent allowed by law, Contractor shall defend, indemnify, and save and hold harmless the City, its officers, agents, employees and volunteers from any claims, suits or actions of every name, kind and description brought forth, or on account of, injuries to or death of any person (including but not limited to workers and the public), or damage to property, resulting from or arising out of Contractor's willful misconduct or negligent act or omission while engaged in the performance of obligations or exercise of rights created by this Agreement, except those matters arising from City's sole or active negligence or willful misconduct. The parties intend that this provision shall be broadly construed. Contractor's responsibility for such defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by law. The defense and indemnity obligations of this Agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement.
2. Contractor is an independent contractor, and shall not be considered an officer, agent or employee of the City.
3. Without the written consent of the City, this Agreement is not assignable by Contractor either in whole or in part.
4. Time is of the essence of this Agreement.
5. At any time during the term of this Agreement, the City has the right to terminate this Agreement, provided Contractor is given thirty (30) days' written notice. City's termination shall be without further liability to City, however Contractor shall be entitled to all costs reasonably incurred prior to the date of termination. Contractor acknowledges that City may terminate this Agreement should funds not be appropriated by its governing body to continue services under this Agreement.
6. This Agreement may only be amended or modified in writing. It is integrated and contains the complete understanding of the parties.
7. All equipment, supplies and services sold to the City of Roseville shall conform to the general safety orders of the State of California.
8. Unless notified to the contrary, in writing, the City assumes that the Contractor has accepted the work in accordance with the plans and specifications (if any) and agrees to do the work in compliance with this Agreement.
9. All prevailing wages and fair employment practices must be adhered to. For prevailing wage contracts over \$25,000, copies of certified payroll must be submitted with invoices. Prevailing wage rates may be obtained from the State Department of Industrial Relations and/or the following website address: <http://www.dir.ca.gov/dlsr/DPreWageDetermination.htm>.
- 10a. Unless otherwise specified, the Contractor shall maintain the policies of insurance outlined in Attachment A, incorporated herein by this reference, in full force and effect during the term of this Agreement. The City of Roseville retains sole discretion in determining the types and proper levels of insurance coverage.
- 10b. Form. Contractor shall submit a certificate evidencing such coverage for the period covered by this Agreement in a form satisfactory to Risk Management and the City Attorney, prior to undertaking any work hereunder. Any insurance written on a claims made basis is subject to the approval of Risk Management and the City Attorney.
- 10c. Additional Insureds. Contractor shall also provide a separate endorsement or section of the policy showing City, its officers, agents, employees, and volunteers as additional insureds for each type of coverage (except Workers' Compensation) and for ongoing and completed operations. Such insurance shall specifically cover the contractual liability of Contractor. The additional insured coverage under the Contractor's policy shall be primary and noncontributory, as evidenced by a separate endorsement or section of the policy, and shall not seek contribution from City's insurance or self-insurance. In addition, the additional insured coverage shall be at least as broad as the Insurance Services Office ("ISO") CG 20 01 Endorsement. Any available insurance proceeds in excess of the specified minimum insurance coverage requirements and limits shall be available to the additional insureds. Furthermore, the requirements for coverage and limits shall be: (1) the minimum coverage and limits specified in this Agreement; or (2) the full coverage and maximum limits of any insurance proceeds available to the named insureds, whichever is greater.
- 10d. Cancellation/Modification. Contractor shall provide ten (10) days written notice to City prior to cancellation or modification of any insurance required by this Agreement.
- 10e. Umbrella/Excess Insurance. The limits of insurance required in this Agreement may be satisfied by a combination of primary and excess insurance. Any excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and noncontributory basis for the benefit of City (if agreed to in a written contract) before City's own insurance shall be called upon to protect it as a named insured.
- 10f. Subcontractors. Contractor agrees to include in its contracts with all subcontractors the same requirements and provisions of this Agreement, including the indemnity and insurance requirements, to the extent they apply to the scope of the subcontractor's work. Furthermore, Contractor shall require its subcontractors to agree to be bound to Contractor and City in the same manner and to the same extent as Contractor is bound to City under this Agreement. Additionally, Contractor shall obligate its subcontractors to comply with these same provisions with respect to any tertiary subcontractor, regardless of tier. A copy of City's indemnity and insurance provisions will be furnished to the subcontractor or tertiary subcontractor upon request.
- 10g. Self-Insured Retentions. All self-insured retentions ("SIR") must be disclosed to Risk Management for approval and shall not reduce the limits of liability. Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or City. City reserves the right to obtain a full certified copy of any insurance policy and endorsements. The failure to exercise this right shall not constitute a waiver of such right.
- 10h. Waiver of Subrogation. Contractor hereby agrees to waive subrogation which any insurer of Contractor may acquire from Contractor by virtue of the payment of any loss under a Workers Compensation, Commercial General Liability or Automobile Liability policy. All Workers Compensation, Commercial General Liability and Automobile Liability policies shall be endorsed with a waiver of subrogation in favor of City, its officers, agents, employees and volunteers for all work performed by Contractor, its employees, agents and subcontractors.
- 10i. Liability/Remedies. Insurance coverage in the minimum amounts set forth herein shall not be construed to relieve Contractor of liability in excess of such coverage, nor shall it preclude City from taking such other actions as are available to it under any other provisions of this Agreement or law.

11. Contractor shall comply with all federal, state and local laws and ordinances, including but not limited to the City's storm water regulations, as may be applicable to the performance of services under this Agreement. Failure to comply with local ordinances may result in monetary fines and cancellation of this Agreement. Refer to www.roseville.ca.us/stormwater for links to more information on the City's storm water regulations.
12. In the event that the terms of any attachment or exhibit conflict with any terms of this Service Agreement, the terms of this Service Agreement shall control.
13. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original, but all of which together shall constitute one and the same instrument. In the event that any signature is delivered by facsimile transmission or by e-mail delivery of a ".pdf" format data file, such signature shall create a valid and binding obligation of the party executing (or on whose behalf such signature is executed) with the same force and effect as if such facsimile or ".pdf" signature page were an original thereof.
14. If either party commences any legal action against the other party arising out of this Agreement or the performance thereof, the prevailing party in such action shall be entitled to recover its reasonable litigation expenses, including but not limited to, court costs, expert witness fees, discovery expenses, and attorneys' fees. Any action arising out of this Agreement shall be brought in Placer County, California, regardless of where else venue may lie. This Agreement shall be governed by and construed in accordance with the laws of the State of California.
15. This Agreement shall be binding upon the heirs, successors, executors, administrators and assigns of the respective parties hereto.
16. If any of the provisions contained in this Agreement are for any reason held invalid or unenforceable, such holding shall not affect the remaining provisions or the validity and enforceability of the Agreement as a whole.
17. No contractor or subcontractor may work on a public works project unless registered with the Department of Industrial Relations pursuant to Labor Code section 1725.5. During the performance of this agreement, Contractor and its subcontractors shall have a continuing legal obligation to maintain current registration with the Department of Industrial Relations. Contractor is hereby notified that this project is subject to compliance monitoring and enforcement by the Department of Industrial Relations.
18. Contractor must submit all claims as defined in and in accordance with the claim resolution process set forth in Section 9204 of the Public Contract Code. Each such claim must be sent to the City by registered mail or certified mail with return receipt requested and must contain reasonable documentation to support the claim. All claims must be received prior to acceptance of the work.

City reserves the right to withhold any payments to Contractor in the event of noncompliance with insurance requirements or if required by law.



ATTACHMENT A
HUMAN RESOURCES/RISK MANAGEMENT DIVISION
INSURANCE REQUIREMENTS
SERVICE AGREEMENTS OVER \$22,790 OR INVOLVING HIGH RISK
ACTIVITIES

General - Required Coverage/Documentation

- General Liability: \$1 Million per occurrence
\$2 Million aggregate
- Automobile Liability: \$1 Million combined single limit
- Workers' Compensation: Statutory *Must provide a Waiver of subrogation
- Additional Insured Endorsement (AIE) - General Liability policy: CG 20 38 04 13 or an equivalent, blanket endorsement or section of the policy. Endorsement shall cover the City of Roseville, its officers, agents, employees and volunteers as additional insured.
- Policies must be primary and non-contributory
- A 30 day notice of cancellation must be provided
- List certificate holder as: The City of Roseville -Insurance Compliance
PO Box 100085-R1, Duluth, GA 30096

Additional Liability Requirements if required by Agreement (and marked below):

☒ Construction	☐ Design Professional	☐ Chemical/Environmental
General Liability: \$2 Million/occurrence \$4 Million aggregate	General Liability: \$2 Million/occurrence \$4 Million aggregate Professional Liability \$2 Million/occurrence	General Liability: \$3 Million/occurrence \$6 Million aggregate, Pollution – \$2 Million/Occurrence Auto - \$2 Million/Occurrence
☐ IT Services	☐ Professional Consultant	☐ Hazardous Materials
Professional Liability: \$1 Million/occurrence No auto required	Professional Liability: \$1 Million/occurrence	Pollution Liability: \$1 Million/occurrence
☐ Special Events/Caterers-Vendors	☐ Professional Counseling/Psychological	☐ Pyrotechnics
No auto required No workers' comp required	Professional Liability: \$1 Million/occurrence No auto required	General Liability: \$5 Million/occurrence \$10 Million aggregate Auto - \$2 Million/Occurrence

Insurance Submission Process

The City of Roseville Human Resources/Risk Management Department uses a service called EBIX to manage our insurance certificate tracking.

How It Works

- The vendor's contact information is entered into EBIX. EBIX will contact the vendor to request proof of insurance.
- The Vendor can forward the request to their Insurance Agent(s) if necessary.
- Vendor/Insurance Agent submits insurance to EBIX by email to roseville@ebix.com or by fax to (770) 325-5727. After faxing or emailing the certificate, please **DO NOT** send the certificate by mail to EBIX. Please do not mail, email or fax any certificates to the City of Roseville.
- Once submitted, EBIX reviews the insurance documentation. If there are deficiencies, EBIX will send a follow up letter or email requesting additional information.

Questions Regarding Insurance Submission: Contact EBIX at (951) 652-4239
Questions Regarding Insurance Requirements Contact Risk Management at (916) 774-5202



COUNCIL COMMUNICATION

CC #: 9777
File #: 0203-10

Title: Calsense Irrigation Controllers (RFQ 10-3198) - Purchase Order
Contact: Loni Countryman 916-774-5734 lcountryman@roseville.ca.us

Meeting Date: 2/20/2019
Item #: 6.10.

RECOMMENDATION TO COUNCIL

Recommend Council approve a purchase order to Imperial Sprinkler Supply, Inc., for Calsense irrigation controllers. The cost of the Calsense irrigation controllers is \$183,964.87 plus tax of \$13,337.45 for a grand total of \$197,302.32.

BACKGROUND

In FY2008-09 Motorola informed the Park Operations Division that they would no longer support or manufacture their current irrigation controller hardware and software, called the Master Control System (MCS). The MCS software is Windows 95/NT/XP era (unsupported), and has compatibility issues with new operating systems and hardware. If the MCS fails, Parks staff estimates it would require five additional full-time employees to keep up with basic irrigation tasks. Therefore, Park Operations Division staff researched new irrigation control systems and determined that the Calsense Central Control System was the best fit for the City's needs. This system was adopted as the standard for new construction, as well as replacement of the old operating system.

The Park Operations Division will eventually replace all Motorola controllers within the City. As part of this long-term plan, 21 of 42 irrigation controllers are being replaced at various park sites and in district streetscapes. Installation will be completed by a combination of City staff and contractors.

A formal bid was issued with the following vendor responses:

<u>Bidder</u>	<u>Grand Total</u>
Ewing Irrigation Roseville, CA	\$187,899.40
Imperial Sprinkler Supply, Inc. Rancho Cordova, CA	\$183,964.87
Siteone Landscape Supply Rancho Cordova, CA	\$189,693.31

Technology International, Inc. Lake Mary, FL	\$219,638.00
New Image Landscape Company Fremont, CA	\$221,260.85
Horizon Distributors Roseville, CA	\$185,452.66

FISCAL IMPACT

The cost of the controllers is \$183,964.87 plus tax of \$13,337.45 for a grand total of \$197,302.32. Funding is included in the General Fund Capital Equipment Replacement Fund and Park Operations Division's FY2018-19 district budgets. The district budgets include the Stoneridge Community Facilities District (CFD), Highland Reserve North CFD, Historic Lighting & Landscape District (LLD), Vernon Street LLD, and North Central LLD.

ECONOMIC DEVELOPMENT / JOBS CREATED

Not applicable.

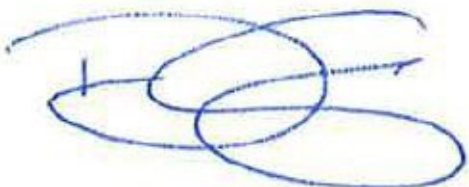
ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment (CEQA Guidelines §15061(b)(3)). The purchase of Calsense irrigation controllers does not include the potential for a significant environmental effect, and therefore are not subject to CEQA.

Respectfully Submitted,

Loni Countryman, Buyer

Dennis Kauffman, Chief Financial Officer



Dominick Casey, City Manager

ATTACHMENTS:

Description



COUNCIL COMMUNICATION

CC #: 9788
File #: 0203-01

Title: Vehicle Purchases - Purchase Order
Contact: Brian Craighead 916-774-5731 bcraighead@roseville.ca.us

Meeting Date: 2/20/2019
Item #: 6.11.

RECOMMENDATION TO COUNCIL

RFQ 10-3199

Staff recommends Council approve a purchase order to Oroville Ford, Inc. for three Ford F550 flatbed trucks utilizing RFQ 10-3199 to replace 08-374, 08-378 and 08-390 approved in the FY2018-19 Auto Replacement Budget. The total cost including options and sales tax is \$263,090.88.

Sourcwell

Staff recommends Council approve a purchase order to Owen Equipment Sales for one Vactor Hydro Excavation truck utilizing Sourcwell contract #122017-FSC to replace 06-475 approved in the FY2018-19 Auto Replacement Budget. The total cost including options and sales tax is \$427,145.65.

Staff recommends Council approve a purchase order to 72 Hour LLC dba National Auto Fleet Group for one Ford Interceptor Utility Hybrid utilizing Sourcwell contract #120716-NAF to replace 06-302 approved in the FY2018-19 Auto Replacement Budget. The total cost of one Ford Interceptor Utility Hybrid including options and sales tax is \$43,640.60.

BACKGROUND

RFQ 10-3199

The Roseville Electric Construction and Maintenance Division is purchasing three Ford F550 flatbed trucks as replacements for 08-374, 08-378 and 08-390. These vehicles are assigned to the distribution line construction crews for daily line maintenance and construction projects. The vehicles routinely work in undeveloped areas of new construction that require four wheel drive capability. These vehicles tow trailers and equipment to job sites as well as respond to emergencies both during and after business hours.

A formal bid was issued with the following vendor responses:

<u>Vendor</u>	<u>Unit Price (with Flatbed)</u>
Oroville Ford, Inc.	\$257,749.89

Oroville, CA

Towne Ford
Redwood City, CA

\$306,105.00

Future Ford
Roseville, CA

\$264,353.31

Sourcewell

The Environmental Utilities Water Distribution Division is purchasing one Vactor Hydro Excavation truck as a replacement for 06-475. This vehicle is used on a daily basis to safely excavate utilities such as fiber optics, communication lines or high pressure gas lines with a vacuum process. The vehicle completes routine and emergency repairs in a safe and efficient manner.

The Fire Department is purchasing one Ford Interceptor Utility Hybrid as a replacement for 06-302. This vehicle is used for a dual-purpose mission of fire investigations and fire command. The vehicle is equipped to support investigations for all fires within the City including the detection, investigation and prosecution of crimes related to fires and arson. The vehicle also serves as a Battalion Chief command vehicle and is equipped to command fires, mass casualty or hazardous materials incidents, and other incidents consistent with the concepts and standards of the National Incident Management and California Fire Scope.

Vehicle replacements are based on the Fleet Scoring System which considers factors such as age, mileage, reliability, prior maintenance and repair costs, and current condition. Below are the vehicle replacement scores. A score of 23 or more indicates the vehicle is eligible for replacement.

Vehicle ID	Replacement Score	Vehicle Condition
08-374	26	Meets City replacement criteria
08-378	24	Meets City replacement criteria
08-390	26	Meets City replacement criteria
06-475	31	Meets City replacement criteria
06-302	28	Meets City replacement criteria

FISCAL IMPACT

RFQ 10-3199

The total cost of three Ford F550 flatbed trucks including options and sales tax is \$263,090.88. Funding is included in the FY2018-19 Auto Replacement Budget.

Sourcewell

The total cost of one Vactor Hydro Excavation truck including options and sales tax is \$427,145.65. Funding is included in the FY2018-19 Auto Replacement Budget.

The total cost of one Ford Interceptor Utility Hybrid including options and sales tax is \$43,640.60. Funding is included in the FY2018-19 Auto Replacement Budget.

ECONOMIC DEVELOPMENT / JOBS CREATED

Not applicable.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment (CEQA Guidelines §15061(b)(3)). The purchase of vehicles does not include the potential for a significant environmental effect, and therefore is not subject to CEQA.

Respectfully Submitted,

Brian Craighead, Fleet Manager

Jason Shykowski, Acting Public Works Director

A handwritten signature in blue ink, consisting of several overlapping loops and a horizontal line, positioned above a horizontal line.

Dominick Casey, City Manager

ATTACHMENTS:

Description



COUNCIL COMMUNICATION

CC #: 9789

File #: 0400-04-12-1

Title: Westbrook Phase 2 Village 4 - Certificate of Completion

Contact: Keith Litts 916-517-7598 klitts@roseville.ca.us

Meeting Date: 2/20/2019

Item #: 6.12.

RECOMMENDATION TO COUNCIL

Staff recommends that the City Council adopt a resolution accepting Westbrook Phase 2 Village 4, CWJ# 170165, as complete and authorize the City Engineer to execute the Certificate of Completion.

BACKGROUND

The Engineering Division has made a final inspection of the above project and has found the roadway infrastructure work complete in accordance with the improvement plans and City Specifications.

FISCAL IMPACT

The actions requested as part of this action have no impact to the City's General Fund. Construction costs were paid by the developer.

ECONOMIC DEVELOPMENT / JOBS CREATED

Accepting the project as complete will not directly create jobs but rather maintain current employee levels of the developer until such a time the project is fully built out.

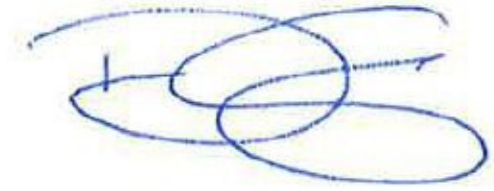
ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment (CEQA Guideline 15061(b)(3)). Accepting the Certification of Completion for the Westbrook Phase 2 Village 4 project does not include the potential for a significant environmental effect and therefore is not subject to CEQA.

Respectfully Submitted,

Keith Litts, Construction Inspector

Mike Isom, Development Services Director



Dominick Casey, City Manager

ATTACHMENTS:

Description

Resolution No. 19-43

COC

Exhibit A - Vicinity Map

RESOLUTION NO. 19-43

RESOLUTION OF THE COUNCIL OF THE CITY OF ROSEVILLE ACCEPTING THE PUBLIC WORK KNOWN AS **WESTBROOK - PHASE 2, VILLAGE 4** PROJECT, APPROVING THE "CERTIFICATE OF COMPLETION", AND AUTHORIZING AND DIRECTING THE CITY ENGINEER TO EXECUTE SAID NOTICE ON BEHALF OF THE CITY OF ROSEVILLE, THEREFORE, AND ACCEPTING ALL DEDICATIONS OFFERED ON THE RECORDED MAP OF THE SUBDIVISION.

BE IT RESOLVED by the Council of the City of Roseville as follows:

1. The "Certificate of Completion" on file in the City Clerk's Department relative to that public work known as the **WESTBROOK - PHASE 2, VILLAGE 4** is hereby approved and the public work accepted.
2. All rights of way and easements as offered on the final map of recorded with Placer County Recorder's Office Book EE of Maps, Page 20 is hereby accepted.
3. The City Engineer is hereby authorized and directed to execute said Notice on behalf of the City of Roseville.

PASSED AND ADOPTED by the Council of the City of Roseville, this ____ day of _____, 2019, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

MAYOR

ATTEST:

CITY CLERK

AFTER RECORDING RETURN TO:
CITY CLERK
311 VERNON STREET
ROSEVILLE, CA 95678

CERTIFICATE OF COMPLETION

NOTICE IS HEREBY GIVEN that the public work known as _____
_____ Project was completed and accepted by the
City of Roseville on _____. The location is indicated on the attached map,
marked as Exhibit "A" and incorporated herein by this reference.

The general contractor on said project was _____.
The surety on said project was _____.

City of Roseville

ATTEST:

Sonia Orozco, City Clerk

State of California)
County of Placer)

I, _____, being first duly sworn, depose and say: I am the
_____ of the City of Roseville, a municipal corporation in the State of
California, owner of the property described in the above Notice. I am duly authorized to make
this verification for and on behalf of the City of Roseville. I have read the Certificate of
Completion and know its contents and the facts stated therein are true.

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

City of Roseville

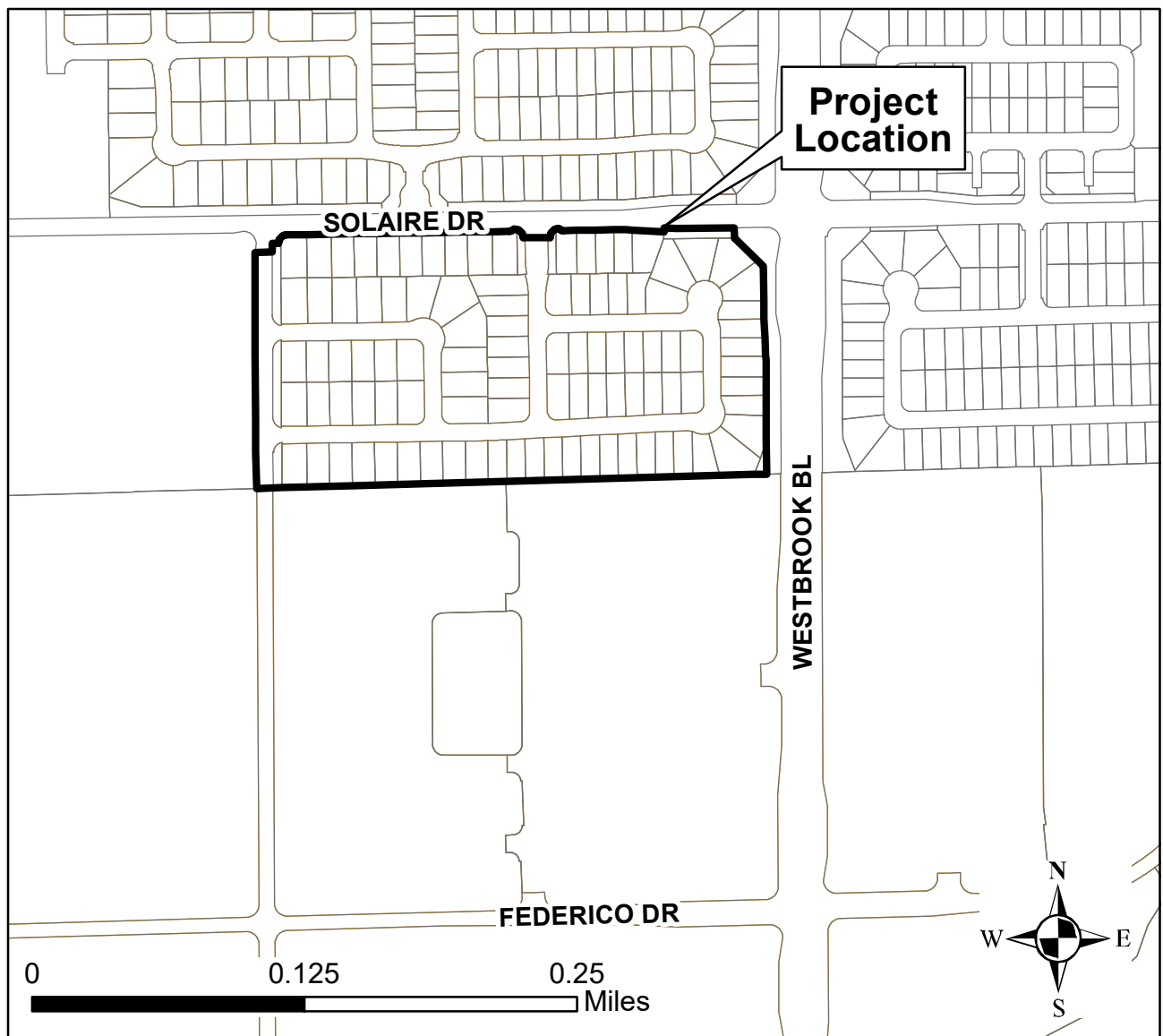
State of California)
County of Placer)

Subscribed and sworn to (or affirmed) before me on this _____ day of _____,
20____, by _____ proved to me on the basis of satisfactory evidence to be
the person(s) who appeared before me.

Notary Public in and for said County and State

EXHIBIT A

City of Roseville Westbrook Phase 2 Village 4





COUNCIL COMMUNICATION

CC #: 9773
File #: 0800-02

Title: American River Basin Study - Memorandum of Agreement Amendment
Contact: Sean Bigley 916-774-5513 sbigley@roseville.ca.us

Meeting Date: 2/20/2019
Item #: 6.13.

RECOMMENDATION TO COUNCIL

Staff recommends that City Council adopt a resolution to provide approval for the City Manager to sign the first amendment to the Memorandum of Agreement (MOA) with the U.S. Bureau of Reclamation for the American River Basin Study to adjust the Bureau of Reclamation's costs share from \$830,000 to \$1,199,600.

BACKGROUND

The Reclamation WaterSMART Basin Studies Program focuses on basins and subbasins in the 17 western states, including California. There are four foundational elements in any Basin Study:

- Projections of water supply and demand, including the impacts of climate change.
- Analysis of how existing water and power infrastructure will perform in response to changing water realities.
- Development of adaptation and mitigation strategies to improve operations and infrastructure in order to supply adequate water in the future.
- Trade-off analysis of the adaptation and mitigation strategies identified.

The resulting Basin Study recommendations do not constitute Federal decisions or project authorization; however, further feasibility studies for such purposes are permitted under the authorizing legislation.

Reclamation completed the Sacramento and San Joaquin Rivers Basin Study (SSJRBS) in March 2016, which forecasted the potential impacts of climate change on water supply, water quality, and critical habitat within California's Central Valley, and presents portfolios of broad adaptive strategies for consideration by water agencies and other interests.

In June 2016, a partnership of six local agencies (Placer County Water Agency, City of Roseville, City of Sacramento, El Dorado County Water Agency, City of Folsom, and Regional Water Authority – collectively known as the “non-Federal Partners”) submitted a Letter Proposal to Reclamation for the American River Basin Study (ARBS).

In September 2016, Reclamation announced the award of the ARBS and began the initial study process with the non-federal partners, which includes the City of Roseville.

The Roseville City Council approved Roseville’s formal participation in the ARBS on January 18, 2017 by authorizing the City Manager to sign the Memorandum of Agreement (MOA) provided by Reclamation.

The ARBS is an update study of the SSJRBS to refine data, tools, mitigation actions and adaptation strategies that are specific for the American River Basin under a changing climate.

With evolving statewide water management priorities and changing regulations, the future of regional water supplies will be closely tied to Reclamation’s operation of Folsom Dam, requiring an aligned vision.

The ARBS, once completed, will:

- Further refine an assessment of water supplies and demands for the American River Basin over the data developed for the SSJRBS.
- Address regional demand-supply imbalance and infrastructure deficiencies under the threat of climate change. This effort will include development of:
 - Climate change information (e.g., temperature and hydrology) with sufficient resolution for the entire American River Basin for future mitigation and adaptation planning purposes.
 - A standard tool for the American River Basin facilities with commonly agreed assumptions and operations that incorporates the updates and refinements of upper watershed operations, facilitates direct linkage to regional groundwater models, and is connected to the Central Valley Project and State Water Project (CVP-SWP) system operation for integrated analyses.
 - Data and information to assist further detailed regional plan development (e.g., RWA’s Regional Water Reliability Study), and project-specific development and implementation (e.g., Alder Creek Dam and Reservoir project, and the RiverArc Project).
- Improve regional self-reliance and collaboration for sustainable water resources management and quality of life.
- Integrate regional water supply reliability with operational flexibility for Reclamation’s Folsom Dam and Reservoir to help meet all authorized purposes of the CVP.
- Align regional water management actions and planning efforts with those of Reclamation to balance long-term water supply needs under climate change conditions and statewide water management. Examples of water management strategies include a Federally-recognized water bank, upstream reservoir, and operational changes.

The ARBS is estimated to be completed by Reclamation and the non-federal partners by November 2019.

The proposed first amendment to the Memorandum of Agreement (MOA) with the U.S. Bureau of Reclamation for the American River Basin Study adjusts the Bureau of Reclamation's costs share from \$830,000 to \$1,199,600. The non-federal partner cost share, of which Roseville is obligated and is approved through a past City Council action on January 18, 2017, is unchanged.

FISCAL IMPACT

The proposed first amendment to the Memorandum of Agreement (MOA) with the U.S. Bureau of Reclamation for the American River Basin Study adjusts the Bureau of Reclamation's cost share from \$830,000 to \$1,199,600. The non-federal partner cost share, of which Roseville is obligated and is approved through a past City Council action on January 18, 2017, is unchanged. Therefore, there is no fiscal impact to the City of Roseville if City Council approves this agenda item.

ECONOMIC DEVELOPMENT / JOBS CREATED

Not applicable.

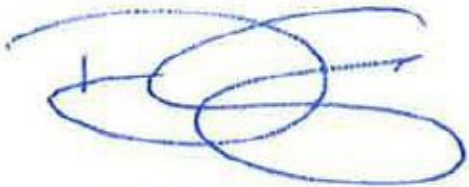
ENVIRONMENTAL REVIEW

This proposed MOA for the ARBS is not a "project" as defined by the California Environmental Quality Act (CEQA) (CEQA Guideline Section 15378). The ARBS will not result in approval or authorization of any physical projects. Consequently, no CEQA action is required.

Respectfully Submitted,

Sean Bigley, Acting Water Utility Manager

Richard Plecker, Environmental Utilities Director



Dominick Casey, City Manager

ATTACHMENTS:

Description

Resolution No. 19-42

RESOLUTION NO. 19-42

APPROVING A FIRST AMENDMENT TO THE AMERICAN RIVER BASIN STUDY MEMORANDUM OF AGREEMENT, BY AND BETWEEN THE U.S. DEPARTMENT OF THE INTERIOR, BUREAU OF RECLAMATION MID-PACIFIC REGION AND PLACER COUNTY WATER AGENCY, EL DORADO COUNTY WATER AGENCY, REGIONAL WATER AUTHORITY, CITY OF SACRAMENTO, CITY OF ROSEVILLE AND CITY OF FOLSOM, AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, a First Amendment to the American River Basin Study Memorandum of Agreement, by and between the U.S. Department of the Interior, Bureau of Reclamation, Mid-Pacific Region and Placer County Water Agency, El Dorado County Water Agency, Regional Water Authority, City of Sacramento, City of Roseville and City of Folsom, has been reviewed by the City Council;

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said first amendment to memorandum of agreement is approved and that the City Manager is authorized to execute it on behalf of the City of Roseville.

PASSED AND ADOPTED by the Council of the City of Roseville this ____ day of _____, 20__, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

MAYOR

ATTEST:

City Clerk



United States Department of the Interior

BUREAU OF RECLAMATION
Mid-Pacific Regional Office
2800 Cottage Way
Sacramento, CA 95825-1898

IN REPLY REFER TO:

MP-720
2.2.4.21

NOV - 9 2018

Richard D. Plecker, P.E.
Environmental Utilities Director
City of Roseville
2005 Hilltop Circle
Roseville, CA 95747

Subject: First Amendment to the Memorandum of Agreement (MOA) for the American River Basin Study

Dear Mr. Plecker:

I am pleased to inform you that the Bureau of Reclamation, Mid-Pacific Region, has completed a review of the enclosed First Amendment to the MOA for the American River Basin Study. The First Amendment to the MOA increases Reclamation's budget for preparing the basin study.

We have included two original copies of the First Amendment to the MOA for your signature. After signing, please return both originals to Mr. Arlan Nickel, MP Region Basin Study Coordinator, at the following address:

Bureau of Reclamation
Attn: Mr. Arlan Nickel
2800 Cottage Way, MP-720
Sacramento, CA 95825

Following signature by Reclamation, we will forward one fully signed copy to you for your records.

If you have any questions or need further information, please contact Mr. Nickel at anickel@usbr.gov or 916-978-5061.

Sincerely,

David G. Murillo
Regional Director

Enclosure - 2 copies

FIRST AMENDMENT
to the
AMERICAN RIVER BASIN STUDY
MEMORANDUM OF AGREEMENT

By and Between
U.S. Department of the Interior,
Bureau of Reclamation, Mid-Pacific Region
and
Placer County Water Agency
El Dorado County Water Agency
Regional Water Authority
City of Sacramento
City of Roseville
City of Folsom

A Memorandum of Agreement (MOA) was made and entered into by and between the parties named above to work collaboratively to perform the American River Basin Study (ARBS) as part of Reclamation's WaterSMART Program. Pursuant to Article 4. B, the parties to this MOA agree to the following amendments.

1. WHEREAS, the budget for Reclamation's cost share of \$830,000 as identified in Section 2.C. of the MOA is increased by \$369,600 for a new total cost share of \$1,199,600, since the MOA identifies the available total cost share for the four non-Federal Partners as \$1,856,000, no increase in the Partner's cost share is necessary. Therefore Reclamation's cost share is amended by deleting "\$830,000" where it occurs and replacing it with "\$1,199,600".

2. Other Terms Remain the Same.

Other than the amendment to increase the cost share budget identified in Section 2.C., all other terms and conditions of the MOA shall remain the same.

3. Counterparts.

This First Amendment to the MOA can be executed in counterparts, each of which shall be deemed to be an original, but all of which together shall constitute one and the same instrument.

4. Effective Date.

This First Amendment to the MOA for the American River Basin Study will become effective upon full execution of this First Amendment by the Bureau of Reclamation, Placer County Water Agency, El Dorado County Water Agency, Regional Water Authority, City of Sacramento, City of Roseville, and City of Folsom.

5. Signatures and Authorities.

In Witness Whereof, the Parties execute this First Amendment to the MOA on the date and year indicated below.

Non-Federal Partners:

Name

Placer County Water Agency

Date

Name

El Dorado County Water Agency

Date

Name

Regional Water Authority

Date

Name

City of Sacramento

Date

Name

City of Roseville

Date

Name

City of Folsom

Date

Reclamation:

Regional Director

Mid-Pacific Region

Date



COUNCIL COMMUNICATION

CC #: 9799
File #: 0800-03

Title: Western Area Power Administration - Contract Revision
Contact: Jason Grace 916-774-5643 jgrace@roseville.ca.us

Meeting Date: 2/20/2019
Item #: 6.14.

RECOMMENDATION TO COUNCIL

Roseville Electric Utility (REU) staff recommends the City Council adopt a resolution approving Exhibit B, Revision 4, to Contract No. 04-SNR-00850 with the Western Area Power Administration – Sierra Nevada Region (Western) and authorizing the City Manager to execute it.

BACKGROUND

In December 2004, the City Council adopted Resolution Number 04-554 authorizing the City Manager to execute the Contract for Interconnections with Western, Contract No. 04-SNR-00850. The agreement is effective through March 24, 2037. Exhibit B in the contract establishes five years of estimated costs associated with operation and maintenance (O&M) services provided by Western on the City owned electrical equipment that are part of the 230kV portion of the Fiddymont Substation.

The attached Exhibit B, Revision 4, refreshes the five-year forecast of estimated O&M costs for calendar years 2019-2023 and revises the cost estimate from Revision 3. There are no other substantive changes to Exhibit B. There are no changes to the body of the contract. Funds invoiced and paid under the authority of this contract are deposited in a trust fund administered by Western. Funds are withdrawn from the trust account as work is performed and expenses are incurred. Actual funding requirements may differ from the estimated annual figures listed in the attached exhibit. Roseville has received supplemental invoices in the past to replenish the trust account. Conversely, there have also been periods where Roseville was not invoiced since the trust was sufficiently funded from carry over funds from previous years. Staff members from REU and Western meet regularly to discuss O&M activities, status of funding levels, and review O&M activities performed by Western that are funded by Roseville under this agreement.

FISCAL IMPACT

The annual breakdown of estimated costs for O&M are separately identified in the attached Exhibit B, Revision 4. If Western's final charges are exactly as estimated, the total five-year funding requirement is \$287,562.07.

ECONOMIC DEVELOPMENT / JOBS CREATED

There are no jobs or economic development impacts from enacting the revision to Exhibit B, Revision 4, to Contract 04-SNR-00850, Contract for Interconnections between the Western Area Power Administration (Western) and the City of Roseville.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical changes in the environment (CEQA Guidelines §15061(B)(3)). The Exhibit B, Revision 4, to Contract No. 04-SNR-00850 does not include the potential for a significant environmental effect, and therefore is not subject to CEQA.

Respectfully Submitted,

Jason Grace, Electric Operations Manager

Michelle Bertolino, Electric Utility Director



Dominick Casey, City Manager

ATTACHMENTS:

Description

Resolution No. 19-53

Revision 4 to Contract with WAPA

RESOLUTION NO. 19-53

APPROVING EXHIBIT B, REVISION 4 TO CONTRACT 04-SNR-00850, BETWEEN THE CITY OF ROSEVILLE AND THE UNITED STATES DEPARTMENT OF ENERGY WESTERN AREA POWER ADMINISTRATION, AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF THE CITY OF ROSEVILLE

WHEREAS, Exhibit B, Revision 3 to Contract 04-SNR-00850, between the City of Roseville and the United States Department of Energy Western Area Power Administration, did not include the costs of the operations services; and

WHEREAS, Exhibit B, Revision 4 contains the correct costs for the operations services for operations and maintenance for calendar years 2019 through 2023; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that Exhibit B, Revision 4 to Contract 04-SNR-00850, between the City of Roseville and the United States Department of Energy Western Area Power Administration is hereby approved and that the City Manager is authorized to execute it on behalf of the City of Roseville.

PASSED AND ADOPTED by the Council of the City of Roseville this ____ day of _____, 20__, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

MAYOR

ATTEST:

City Clerk



Department of Energy
Western Area Power Administration
Sierra Nevada Customer Service Region
114 Parkshore Drive
Folsom, California 95630-4710

DEC 10 2018

Ms. Michelle Bertolino
Electric Utility Director
City of Roseville
2090 Hilltop Circle
Roseville, CA 95747

Dear Ms. Bertolino:

Enclosed please find two originals of Exhibit B, Revision 4, to Contract 04-SNR-00850 between the City of Roseville (Roseville), and the Western Area Power Administration (WAPA). The Contract provides for WAPA to perform operations and maintenance on certain equipment located within Roseville's Fiddymont 230-kV Substation. The Exhibit provides the cost for WAPA to perform said operations and maintenance for calendar years 2019 through 2023. Exhibit B, Revision 3 did not include the cost of the operations services and, therefore, we must execute this Revision 4.

If Roseville is in agreement with the terms and conditions of Exhibit B, Revision 4, please have the appropriate Roseville official sign both originals, have the signatures attested, and return both original documents to Mr. Joshua Blake at this office. Once WAPA has signed the exhibit, we will return an executed original to you for your files.

If you have any questions, please contact Ms. Sandee Peebles at (916) 353-4454.

Sincerely,

A handwritten signature in black ink, reading "Dawn Roth Lindell".

Dawn Roth Lindell
Acting Senior Vice President and
Sierra Nevada Regional Manager

Enclosure

EXHIBIT B
(Itemized Estimated Cost of Operations and Maintenance)

This Exhibit B, Revision 4, effective under and as a part of Contract 04-SNR-00850, shall become effective on January 1, 2019; shall terminate and supersede Exhibit B, Revision 3; and shall remain in effect until either superseded by another Exhibit B or termination of the Contract.

1. Maintenance:

1.1 The estimated annual charges for the operation and maintenance of the 230-kV portion of the Fiddymont 230/60-kV Substation facilities up to the high side bushing of the 230/60/12-kV transformer, including but not limited to, the 230-kV revenue metering equipment and associated instrument transformers, 230-kV breakers, buswork, disconnects, and associated equipment, the fiber optic communication system and SCADA system, and the 230-kV protection and control systems, are based on the following:

- 1.1.1 Three power circuit breakers;
- 1.1.2 Nine disconnect switches;
- 1.1.3 Two ground switches;
- 1.1.4 Three potential transformers;
- 1.1.5 One remote terminal unit;
- 1.1.6 Communication equipment;
- 1.1.7 Protective relays; and
- 1.1.8 Miscellaneous ancillary equipment.

1.2 The estimated work and labor-days for the years 2019 through 2023 are attached.

1.3 The yearly cost for WAPA to perform the work is as follows:

2019	2020	2021	2022	2023
\$16,297.01	\$12,050.87	\$47,940.91	\$30,027.96	\$13,206.70

2. Operations:

2.1 Roseville shall be assessed a year charge for WAPA's operations services.

2.2 The yearly cost for WAPA to perform operations is as follows:

2019	2020	2021	2022	2023
\$31,650.84	\$32,600.37	\$33,578.38	\$34,585.73	\$35,623.30

CITY OF ROSEVILLE

By: _____

Name:

Title: City Manager

Address: 311 Vernon Street
Roseville, CA 95747

Dated: _____

Attest:

By: _____

Title: _____

WESTERN AREA POWER ADMINISTRATION

By: _____

Name:

Title: Acting Senior Vice President and
Sierra Nevada Regional Manager

Address: 114 Parkshore Drive
Folsom, California 95630

Dated: _____

Exhibit B
Annual Maintenance Cost Estimate

Customer:	City of Roseville
Contract Number:	04-SNR-00850

Location	Classification	Designation	Activity	Performed By	Rate ¹	Hours	Expense	Expense Comment	Total ²
FORECAST FOR CALENDAR YEAR 2019									
Fiddymont Substation									
FIY	SUBSTATION	FIY SUBSTATION	Substation Inspection (monthly)	Electrician	\$ 174.57	24			\$ 4,189.71
FIY	SUBSTATION	FIY SUBSTATION	Protection and Communication Inspection (Quarterly)	P&C Craftsman	\$ 192.02	8			\$ 1,536.16
FIY	SUBSTATION	FIY SUBSTATION	Infrared Inspection (annual)	Electrician	\$ 174.57	1			\$ 174.57
FIY	SUBSTATION	FIY SUBSTATION	Annual Substation Herbicide	Electrician	\$ 174.57	1	2,735.00	Contracted Application	\$ 2,909.57
FIY	SUBSTATION	ENGINEERING	Engineering Support	Engineer	\$ 191.66	5			\$ 958.31
FIY	AUTOMATION \ ANNUNC	FIY ANN-C5F - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ ANNUNC	FIY ANN-C4F - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ ANNUNC	FIY ANN-C3F - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ COMMPROC	FIY 2020 COMMUNICATIONS PROCESSOR	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ RTU \ BOUNDARY_METERING	FIY CONTROL AREA RTU - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ RTU \ SCADA_DATA	FIY SCADA RTU - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	BREAKER \ GAS	FIY 1582 BREAKER - TRUST	5 year / 10 year Maintenance	Electrician	\$ 174.57		NEXT DUE 2022		
FIY	BREAKER \ GAS	FIY 1182 BREAKER - TRUST	5 year / 10 year Maintenance	Electrician	\$ 174.57		NEXT DUE 2022		
FIY	BREAKER \ GAS	FIY 1482 BREAKER - TRUST	5 year / 10 year Maintenance	Electrician	\$ 174.57		NEXT DUE 2022		
FIY	BUILDING	FIY BALM-CTL - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	COMM \ FIBER \ PANEL	FIY SONET JUNGLE MUX TO/FROM ELV & RSC - TRUST	1 year JMUX Maintenance	P&C Craftsman	\$ 192.02	3			\$ 576.06
FIY	METER \ MICROPRO	FIY 185-05 REVENUE METER - TRUST	1 Year Meter Maintenance	P&C Craftsman	\$ 192.02	4			\$ 768.08
FIY	METER \ PANEL	FIY INS-A3F - ROSEVILLE LINE - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	METER \ PANEL	FIY INS-A4F - ELVERTA LINE - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	PANEL	FIY CNT-BRDS - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	REALPROP	FIY SWITCHYARD AREA	No Scheduled Maintenance				Included with Substation Inspection (above)		
FIY	RECORDER \ DFR	FIY DFR 1A - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	RELAY \ ELECMECH	FIY 86BF1 AUX RELAY (CHA3R)	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 192.02		NEXT DUE 2021		
FIY	RELAY \ ELECMECH	FIY 86BF4 AUX RELAY (CHA5R)	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 192.02	6			\$ 1,152.12
FIY	RELAY \ ELECMECH	FIY 86BF5 AUX RELAY (CHA5R)	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 192.02	6			\$ 1,152.12
FIY	RELAY \ ELECTRON	FIY 230KV 87BT3 BUS DIFF B PHASE RELAY	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 192.02		NEXT DUE 2021		
FIY	RELAY \ ELECTRON	FIY 230KV 87BT3 BUS DIFF A PHASE RELAY	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 192.02		NEXT DUE 2021		
FIY	RELAY \ ELECTRON	FIY 230KV 87BT3 BUS DIFF C PHASE RELAY	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 192.02		NEXT DUE 2021		
FIY	RELAY \ MICROPRO	FIY 87LR1 ROSEVILLE LINE SET A RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 192.02	6			\$ 1,152.12

Exhibit B
Annual Maintenance Cost Estimate

Customer:	City of Roseville
Contract Number:	04-SNR-00850

Location	Classification	Designation	Activity	Performed By	Rate ¹	Hours	Expense	Expense Comment	Total ²
FORECAST FOR CALENDAR YEAR 2019									
FIY	RELAY \ MICROPRO	FIY 79/25-E1 ELVERTA LINE RECL & SYNC CK RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 192.02	NEXT DUE 2021			
FIY	RELAY \ MICROPRO	FIY 79/25-R1 ROSEVILLE LINE RECL & SYNC CK RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 192.02	6			\$ 1,152.12
FIY	RELAY \ MICROPRO	FIY 87LE1 ELVERTA LINE SET A RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 192.02	NEXT DUE 2021			
FIY	RELAY \ MICROPRO	FIY 50BF-5 1582 BREAKER FAILURE RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 192.02	NEXT DUE 2021			
FIY	RELAY \ MICROPRO	FIY 21/21G-E1 ELVERTA LINE SET B RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 192.02	NEXT DUE 2021			
FIY	RELAY \ MICROPRO	FIY 21/21G-R1 ROSEVILLE LINE SET B RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 192.02	NEXT DUE 2021			
FIY	RELAY \ MICROPRO	FIY 50BF-4 1482 BREAKER FAILURE RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 192.02	NEXT DUE 2021			
FIY	RELAY \ MICROPRO	FIY 50BF-1 1182 BREAKER FAILURE RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 192.02	NEXT DUE 2021			
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1181 - TRUST	6 year Switch Maintenance	Electrician	\$ 174.57	NEXT DUE 2021			
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1581 - TRUST	6 year Switch Maintenance	Electrician	\$ 174.57	NEXT DUE 2021			
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1481 - TRUST	6 year Switch Maintenance	Electrician	\$ 174.57	NEXT DUE 2021			
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1483 - TRUST	6 year Switch Maintenance	Electrician	\$ 174.57	NEXT DUE 2021			
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1087 - TRUST	6 year Switch Maintenance	Electrician	\$ 174.57	NEXT DUE 2021			
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1287 - TRUST	6 year Switch Maintenance	Electrician	\$ 174.57	NEXT DUE 2021			
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1281 - TRUST	6 year Switch Maintenance	Electrician	\$ 174.57	NEXT DUE 2021			
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1081 - TRUST	6 year Switch Maintenance	Electrician	\$ 174.57	NEXT DUE 2021			
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1183 - TRUST	6 year Switch Maintenance	Electrician	\$ 174.57	NEXT DUE 2021			
FIY	SWITCH \ GROUND \ MANUAL	FIY 1080 - TRUST	6 year Switch Maintenance	Electrician	\$ 174.57	NEXT DUE 2021			
FIY	SWITCH \ GROUND \ MANUAL	FIY 1280 - TRUST	6 year Switch Maintenance	Electrician	\$ 174.57	NEXT DUE 2021			
FIY	TIMING	FIY TIME - STD SATELLITE CLOCK	No Scheduled Maintenance			NO SCHEDULED MAINTENANCE			
FIY	TRANSFMR \ CCVT	FIY VY2B-A - TRUST	No Scheduled Maintenance			NO SCHEDULED MAINTENANCE			
FIY	TRANSFMR \ CCVT	FIY VY2B-B - TRUST	No Scheduled Maintenance			NO SCHEDULED MAINTENANCE			
FIY	TRANSFMR \ CCVT	FIY VY2B-C - TRUST	No Scheduled Maintenance			NO SCHEDULED MAINTENANCE			
FIY	TRANSFMR \ CCVT	FIY VY2A-A - TRUST	No Scheduled Maintenance			NO SCHEDULED MAINTENANCE			
FIY	TRANSFMR \ CCVT	FIY VY1A-B - TRUST	No Scheduled Maintenance			NO SCHEDULED MAINTENANCE			
FIY	TRANSFMR \ CCVT	FIY VY1A-C - TRUST	No Scheduled Maintenance			NO SCHEDULED MAINTENANCE			
FIY	TRANSFMR \ CCVT	FIY VY2A-C - TRUST	No Scheduled Maintenance			NO SCHEDULED MAINTENANCE			
FIY	TRANSFMR \ CCVT	FIY VY2A-B - TRUST	No Scheduled Maintenance			NO SCHEDULED MAINTENANCE			
FIY	TRANSFMR \ CCVT	FIY VY1A-A - TRUST	No Scheduled Maintenance			NO SCHEDULED MAINTENANCE			
FIY	TRANSFMR \ CT	FIY 185-05-CT2 - TRUST	No Scheduled Maintenance			NO SCHEDULED MAINTENANCE			
FIY	TRANSFMR \ CT	FIY 185-05-CT1 - TRUST	No Scheduled Maintenance			NO SCHEDULED MAINTENANCE			

Exhibit B
Annual Maintenance Cost Estimate

Customer:	City of Roseville
Contract Number:	04-SNR-00850

Location	Classification	Designation	Activity	Performed By	Rate ¹	Hours	Expense	Expense Comment	Total ²
FORECAST FOR CALENDAR YEAR 2019									
FIY	TRANSFMR \ CT	FIY 185-05-CT3 - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	TRNSDUCR	FIY TD-CAT - TRUST	1 year Transducer Maintenance	P&C Craftsman	\$ 192.02	3			\$ 576.06
							TOTAL FORECAST:		\$ 16,297.01

NOTE:

¹Rate increases are estimated at 3.1% per year. FY19 this includes an additional adjustment for elimination of the General Western Allocation (GWA) to streamline indirect cost pools.

²Costs do not include emergency or non-planned work activities.

Exhibit B
Annual Maintenance Cost Estimate

Customer:	City of Roseville
Contract Number:	04-SNR-00850

Location	Classification	Designation	Activity	Performed By	Rate ¹	Hours	Expense	Expense Comment	Total ²
FORECAST FOR CALENDAR YEAR 2020									
Fiddymont Substation									
FIY	SUBSTATION	FIY SUBSTATION	Substation Inspection (monthly)	Electrician	\$ 179.98	24			\$ 4,319.59
FIY	SUBSTATION	FIY SUBSTATION	Protection and Communication Inspection (Quarterly)	P&C Craftsman	\$ 197.97	8			\$ 1,583.78
FIY	SUBSTATION	FIY SUBSTATION	Infrared Inspection (annual)	Electrician	\$ 179.98	1			\$ 179.98
FIY	SUBSTATION	FIY SUBSTATION	Annual Substation Herbicide	Electrician	\$ 179.98	1	2,819.79	Contracted Application	\$ 2,999.77
FIY	SUBSTATION	ENGINEERING	Engineering Support	Engineer	\$ 197.60	5			\$ 988.01
FIY	AUTOMATION \ ANNUNC	FIY ANN-C5F - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ ANNUNC	FIY ANN-C4F - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ ANNUNC	FIY ANN-C3F - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ COMMPROC	FIY 2020 COMMUNICATIONS PROCESSOR	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ RTU \ BOUNDARY_METERING	FIY CONTROL AREA RTU - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ RTU \ SCADA_DATA	FIY SCADA RTU - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	BREAKER \ GAS	FIY 1582 BREAKER - TRUST	5 year / 10 year Maintenance	Electrician	\$ 179.98		NEXT DUE 2022		
FIY	BREAKER \ GAS	FIY 1182 BREAKER - TRUST	5 year / 10 year Maintenance	Electrician	\$ 179.98		NEXT DUE 2022		
FIY	BREAKER \ GAS	FIY 1482 BREAKER - TRUST	5 year / 10 year Maintenance	Electrician	\$ 179.98		NEXT DUE 2022		
FIY	BUILDING	FIY BALM-CTL - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	COMM \ FIBER \ PANEL	FIY SONET JUNGLE MUX TO/FROM ELV & R SC - TRUST	1 year JMUX Maintenance	P&C Craftsman	\$ 197.97	3			\$ 593.92
FIY	METER \ MICROPRO	FIY 185-05 REVENUE METER - TRUST	1 Year Meter Maintenance	P&C Craftsman	\$ 197.97	4			\$ 791.89
FIY	METER \ PANEL	FIY INS-A3F - ROSEVILLE LINE - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	METER \ PANEL	FIY INS-A4F - ELVERTA LINE - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	PANEL	FIY CNT-BRDS - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	REALPROP	FIY SWITCHYARD AREA	No Scheduled Maintenance				Included with Substation Inspection (above)		
FIY	RECORDER \ DFR	FIY DFR 1A - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	RELAY \ ELECMECH	FIY 86BF1 AUX RELAY (CHA3R)	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 197.97		NEXT DUE 2021		
FIY	RELAY \ ELECMECH	FIY 86BF4 AUX RELAY (CHA5R)	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 197.97		NEXT DUE 2025		
FIY	RELAY \ ELECMECH	FIY 86BF5 AUX RELAY (CHA5R)	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 197.97		NEXT DUE 2025		
FIY	RELAY \ ELECTRON	FIY 230KV 87BT3 BUS DIFF B PHASE RELAY	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 197.97		NEXT DUE 2021		
FIY	RELAY \ ELECTRON	FIY 230KV 87BT3 BUS DIFF A PHASE RELAY	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 197.97		NEXT DUE 2021		
FIY	RELAY \ ELECTRON	FIY 230KV 87BT3 BUS DIFF C PHASE RELAY	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 197.97		NEXT DUE 2021		
FIY	RELAY \ MICROPRO	FIY 87LR1 ROSEVILLE LINE SET A RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 197.97		NEXT DUE 2031		

Exhibit B
Annual Maintenance Cost Estimate

Customer:	City of Roseville
Contract Number:	04-SNR-00850

Location	Classification	Designation	Activity	Performed By	Rate ¹	Hours	Expense	Expense Comment	Total ²
FORECAST FOR CALENDAR YEAR 2020									
FIY	RELAY \ MICROPRO	FIY 79/25-E1 ELVERTA LINE RE CL & SYNC CK RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 197.97			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 79/25-R1 ROSEVILLE LINE RE CL & SYNC CK RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 197.97			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 87LE1 ELVERTA LINE SET A RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 197.97			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 50BF-5 1582 BREAKER FAILURE RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 197.97			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 21/21G-E1 ELVERTA LINE SET B RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 197.97			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 21/21G-R1 ROSEVILLE LINE SET B RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 197.97			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 50BF-4 1482 BREAKER FAILURE RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 197.97			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 50BF-1 1182 BREAKER FAILURE RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 197.97			NEXT DUE 2031	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1181 - TRUST	6 year Switch Maintenance	Electrician	\$ 179.98			NEXT DUE 2021	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1581 - TRUST	6 year Switch Maintenance	Electrician	\$ 179.98			NEXT DUE 2021	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1481 - TRUST	6 year Switch Maintenance	Electrician	\$ 179.98			NEXT DUE 2021	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1483 - TRUST	6 year Switch Maintenance	Electrician	\$ 179.98			NEXT DUE 2021	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1087 - TRUST	6 year Switch Maintenance	Electrician	\$ 179.98			NEXT DUE 2021	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1287 - TRUST	6 year Switch Maintenance	Electrician	\$ 179.98			NEXT DUE 2021	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1281 - TRUST	6 year Switch Maintenance	Electrician	\$ 179.98			NEXT DUE 2021	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1081 - TRUST	6 year Switch Maintenance	Electrician	\$ 179.98			NEXT DUE 2021	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1183 - TRUST	6 year Switch Maintenance	Electrician	\$ 179.98			NEXT DUE 2021	
FIY	SWITCH \ GROUND \ MANUAL	FIY 1080 - TRUST	6 year Switch Maintenance	Electrician	\$ 179.98			NEXT DUE 2021	
FIY	SWITCH \ GROUND \ MANUAL	FIY 1280 - TRUST	6 year Switch Maintenance	Electrician	\$ 179.98			NEXT DUE 2021	
FIY	TIMING	FIY TIME - STD SATELLITE CLOCK	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2B-A - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2B-B - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2B-C - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2A-A - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY1A-B - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY1A-C - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2A-C - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2A-B - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY1A-A - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CT	FIY 185-05-CT2 - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CT	FIY 185-05-CT1 - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	

**Exhibit B
Annual Maintenance Cost Estimate**

Customer:	City of Roseville
Contract Number:	04-SNR-00850

Location	Classification	Designation	Activity	Performed By	Rate ¹	Hours	Expense	Expense Comment	Total ²
FORECAST FOR CALENDAR YEAR 2020									
FIY	TRANSFMR \ CT	FIY 185-05-CT3 - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	TRNSDUCR	FIY TD-CAT - TRUST	1 year Transducer Maintenance	P&C Craftsman	\$ 197.97	3			\$ 593.92
							TOTAL FORECAST:		\$ 12,050.87

NOTE:

¹Rate increases are estimated at 3.1% per year.

²Costs do not include emergency or non-planned work activities.

Exhibit B
Annual Maintenance Cost Estimate

Customer:	City of Roseville
Contract Number:	04-SNR-00850

Location	Classification	Designation	Activity	Performed By	Rate ¹	Hours	Expense	Expense Comment	Total ²
FORECAST FOR CALENDAR YEAR 2021									
Fiddymont Substation									
FIY	SUBSTATION	FIY SUBSTATION	Substation Inspection (monthly)	Electrician	\$ 185.56	24			\$ 4,453.50
FIY	SUBSTATION	FIY SUBSTATION	Protection and Communication Inspection (Quarterly)	P&C Craftsman	\$ 204.11	8			\$ 1,632.88
FIY	SUBSTATION	FIY SUBSTATION	Infrared Inspection (annual)	Electrician	\$ 185.56	1			\$ 185.56
FIY	SUBSTATION	FIY SUBSTATION	Annual Substation Herbicide	Electrician	\$ 185.56	1	2,907.20	Contracted Application	\$ 3,092.76
FIY	SUBSTATION	ENGINEERING	Engineering Support	Engineer	\$ 203.73	5			\$ 1,018.64
FIY	AUTOMATION \ ANNUNC	FIY ANN-C5F - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ ANNUNC	FIY ANN-C4F - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ ANNUNC	FIY ANN-C3F - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ COMMPROC	FIY 2020 COMMUNICATIONS PROCESSOR	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ RTU \ BOUNDARY_METERING	FIY CONTROL AREA RTU - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ RTU \ SCADA_DATA	FIY SCADA RTU - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	BREAKER \ GAS	FIY 1582 BREAKER - TRUST	5 year / 10 year Maintenance	Electrician	\$ 185.56		NEXT DUE 2022		
FIY	BREAKER \ GAS	FIY 1182 BREAKER - TRUST	5 year / 10 year Maintenance	Electrician	\$ 185.56		NEXT DUE 2022		
FIY	BREAKER \ GAS	FIY 1482 BREAKER - TRUST	5 year / 10 year Maintenance	Electrician	\$ 185.56		NEXT DUE 2022		
FIY	BUILDING	FIY BALM-CTL - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	COMM \ FIBER \ PANEL	FIY SONET JUNGLE MUX TO/FROM ELV & R SC - TRUST	1 year JMUX Maintenance	P&C Craftsman	\$ 204.11	3			\$ 612.33
FIY	METER \ MICROPRO	FIY 185-05 REVENUE METER - TRUST	1 Year Meter Maintenance	P&C Craftsman	\$ 204.11	4			\$ 816.44
FIY	METER \ PANEL	FIY INS-A3F - ROSEVILLE LINE - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	METER \ PANEL	FIY INS-A4F - ELVERTA LINE - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	PANEL	FIY CNT-BRDS - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	REALPROP	FIY SWITCHYARD AREA	No Scheduled Maintenance				Included with Substation Inspection (above)		
FIY	RECORDER \ DFR	FIY DFR 1A - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	RELAY \ ELECMECH	FIY 86BF1 AUX RELAY (CHA3R)	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 204.11	6			\$ 1,224.66
FIY	RELAY \ ELECMECH	FIY 86BF4 AUX RELAY (CHA5R)	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 204.11		NEXT DUE 2025		
FIY	RELAY \ ELECMECH	FIY 86BF5 AUX RELAY (CHA5R)	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 204.11		NEXT DUE 2025		
FIY	RELAY \ ELECTRON	FIY 230KV 87BT3 BUS DIFF B PHASE RELAY	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 204.11	6			\$ 1,224.66
FIY	RELAY \ ELECTRON	FIY 230KV 87BT3 BUS DIFF A PHASE RELAY	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 204.11	6			\$ 1,224.66
FIY	RELAY \ ELECTRON	FIY 230KV 87BT3 BUS DIFF C PHASE RELAY	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 204.11	6			\$ 1,224.66
FIY	RELAY \ MICROPRO	FIY 87LR1 ROSEVILLE LINE SET A RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 204.11		NEXT DUE 2031		

Exhibit B
Annual Maintenance Cost Estimate

Customer:	City of Roseville
Contract Number:	04-SNR-00850

Location	Classification	Designation	Activity	Performed By	Rate ¹	Hours	Expense	Expense Comment	Total ²
FORECAST FOR CALENDAR YEAR 2021									
FIY	RELAY \ MICROPRO	FIY 79/25-E1 ELVERTA LINE RE CL & SYNC CK RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 204.11			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 79/25-R1 ROSEVILLE LINE R ECL & SYNC CK RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 204.11			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 87LE1 ELVERTA LINE SET A RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 204.11			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 50BF-5 1582 BREAKER FAILURE RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 204.11			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 21/21G-E1 ELVERTA LINE SET B RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 204.11			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 21/21G-R1 ROSEVILLE LINE SET B RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 204.11			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 50BF-4 1482 BREAKER FAILURE RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 204.11			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 50BF-1 1182 BREAKER FAILURE RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 204.11			NEXT DUE 2031	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1181 - TRUST	6 year Switch Maintenance	Electrician	\$ 185.56	15			\$ 2,783.44
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1581 - TRUST	6 year Switch Maintenance	Electrician	\$ 185.56	15			\$ 2,783.44
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1481 - TRUST	6 year Switch Maintenance	Electrician	\$ 185.56	15			\$ 2,783.44
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1483 - TRUST	6 year Switch Maintenance	Electrician	\$ 185.56	15			\$ 2,783.44
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1087 - TRUST	6 year Switch Maintenance	Electrician	\$ 185.56	15			\$ 2,783.44
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1287 - TRUST	6 year Switch Maintenance	Electrician	\$ 185.56	15			\$ 2,783.44
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1281 - TRUST	6 year Switch Maintenance	Electrician	\$ 185.56	15			\$ 2,783.44
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1081 - TRUST	6 year Switch Maintenance	Electrician	\$ 185.56	15			\$ 2,783.44
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1183 - TRUST	6 year Switch Maintenance	Electrician	\$ 185.56	15			\$ 2,783.44
FIY	SWITCH \ GROUND \ MANUAL	FIY 1080 - TRUST	6 year Switch Maintenance	Electrician	\$ 185.56	15			\$ 2,783.44
FIY	SWITCH \ GROUND \ MANUAL	FIY 1280 - TRUST	6 year Switch Maintenance	Electrician	\$ 185.56	15			\$ 2,783.44
FIY	TIMING	FIY TIME - STD SATELLITE CLOCK	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2B-A - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2B-B - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2B-C - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2A-A - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY1A-B - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY1A-C - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2A-C - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2A-B - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY1A-A - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CT	FIY 185-05-CT2 - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CT	FIY 185-05-CT1 - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	

**Exhibit B
 Annual Maintenance Cost Estimate**

Customer:	City of Roseville
Contract Number:	04-SNR-00850

Location	Classification	Designation	Activity	Performed By	Rate ¹	Hours	Expense	Expense Comment	Total ²
FORECAST FOR CALENDAR YEAR 2021									
FIY	TRANSFMR \ CT	FIY 185-05-CT3 - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	TRNSDUCR	FIY TD-CAT - TRUST	1 year Transducer Maintenance	P&C Craftsman	\$ 204.11	3			\$ 612.33
							TOTAL FORECAST:		\$ 47,940.91

NOTE:

¹Rate increases are estimated at 3.1% per year.

²Costs do not include emergency or non-planned work activities.

Exhibit B
Annual Maintenance Cost Estimate

Customer:	City of Roseville
Contract Number:	04-SNR-00850

Location	Classification	Designation	Activity	Performed By	Rate ¹	Hours	Expense	Expense Comment	Total ²
FORECAST FOR CALENDAR YEAR 2022									
Fiddymont Substation									
FIY	SUBSTATION	FIY SUBSTATION	Substation Inspection (monthly)	Electrician	\$ 191.32	24			\$ 4,591.56
FIY	SUBSTATION	FIY SUBSTATION	Protection and Communication Inspection (Quarterly)	P&C Craftsman	\$ 210.44	8			\$ 1,683.50
FIY	SUBSTATION	FIY SUBSTATION	Infrared Inspection (annual)	Electrician	\$ 191.32	1			\$ 191.32
FIY	SUBSTATION	FIY SUBSTATION	Annual Substation Herbicide	Electrician	\$ 191.32	1	2,997.32	Contracted Application	\$ 3,188.64
FIY	SUBSTATION	ENGINEERING	Engineering Support	Engineer	\$ 210.04	5			\$ 1,050.22
FIY	AUTOMATION \ ANNUNC	FIY ANN-C5F - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ ANNUNC	FIY ANN-C4F - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ ANNUNC	FIY ANN-C3F - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ COMMPROC	FIY 2020 COMMUNICATIONS PROCESSOR	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ RTU \ BOUNDARY_METERING	FIY CONTROL AREA RTU - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ RTU \ SCADA_DATA	FIY SCADA RTU - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	BREAKER \ GAS	FIY 1582 BREAKER - TRUST	5 year / 10 year Maintenance	Electrician	\$ 191.32	30			\$ 5,739.45
FIY	BREAKER \ GAS	FIY 1182 BREAKER - TRUST	5 year / 10 year Maintenance	Electrician	\$ 191.32	30			\$ 5,739.45
FIY	BREAKER \ GAS	FIY 1482 BREAKER - TRUST	5 year / 10 year Maintenance	Electrician	\$ 191.32	30			\$ 5,739.45
FIY	BUILDING	FIY BALM-CTL - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	COMM \ FIBER \ PANEL	FIY SONET JUNGLE MUX TO/FROM ELV & RSC - TRUST	1 year JMUX Maintenance	P&C Craftsman	\$ 210.44	3			\$ 631.31
FIY	METER \ MICROPRO	FIY 185-05 REVENUE METER - TRUST	1 Year Meter Maintenance	P&C Craftsman	\$ 210.44	4			\$ 841.75
FIY	METER \ PANEL	FIY INS-A3F - ROSEVILLE LINE - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	METER \ PANEL	FIY INS-A4F - ELVERTA LINE - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	PANEL	FIY CNT-BRDS - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	REALPROP	FIY SWITCHYARD AREA	No Scheduled Maintenance				Included with Substation Inspection (above)		
FIY	RECORDER \ DFR	FIY DFR 1A - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	RELAY \ ELECMECH	FIY 86BF1 AUX RELAY (CHA3R)	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 210.44		NEXT DUE 2027		
FIY	RELAY \ ELECMECH	FIY 86BF4 AUX RELAY (CHA5R)	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 210.44		NEXT DUE 2025		
FIY	RELAY \ ELECMECH	FIY 86BF5 AUX RELAY (CHA5R)	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 210.44		NEXT DUE 2025		
FIY	RELAY \ ELECTRON	FIY 230KV 87BT3 BUS DIFF B PHASE RELAY	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 210.44		NEXT DUE 2027		
FIY	RELAY \ ELECTRON	FIY 230KV 87BT3 BUS DIFF A PHASE RELAY	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 210.44		NEXT DUE 2027		
FIY	RELAY \ ELECTRON	FIY 230KV 87BT3 BUS DIFF C PHASE RELAY	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 210.44		NEXT DUE 2027		
FIY	RELAY \ MICROPRO	FIY 87LR1 ROSEVILLE LINE SET A RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 210.44		NEXT DUE 2031		

Exhibit B
Annual Maintenance Cost Estimate

Customer:	City of Roseville
Contract Number:	04-SNR-00850

Location	Classification	Designation	Activity	Performed By	Rate ¹	Hours	Expense	Expense Comment	Total ²
FORECAST FOR CALENDAR YEAR 2022									
FIY	RELAY \ MICROPRO	FIY 79/25-E1 ELVERTA LINE RE CL & SYNC CK RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 210.44			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 79/25-R1 ROSEVILLE LINE RE CL & SYNC CK RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 210.44			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 87LE1 ELVERTA LINE SET A RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 210.44			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 50BF-5 1582 BREAKER FAILURE RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 210.44			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 21/21G-E1 ELVERTA LINE SET B RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 210.44			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 21/21G-R1 ROSEVILLE LINE SET B RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 210.44			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 50BF-4 1482 BREAKER FAILURE RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 210.44			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 50BF-1 1182 BREAKER FAILURE RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 210.44			NEXT DUE 2031	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1181 - TRUST	6 year Switch Maintenance	Electrician	\$ 191.32			NEXT DUE 2027	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1581 - TRUST	6 year Switch Maintenance	Electrician	\$ 191.32			NEXT DUE 2027	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1481 - TRUST	6 year Switch Maintenance	Electrician	\$ 191.32			NEXT DUE 2027	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1483 - TRUST	6 year Switch Maintenance	Electrician	\$ 191.32			NEXT DUE 2027	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1087 - TRUST	6 year Switch Maintenance	Electrician	\$ 191.32			NEXT DUE 2027	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1287 - TRUST	6 year Switch Maintenance	Electrician	\$ 191.32			NEXT DUE 2027	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1281 - TRUST	6 year Switch Maintenance	Electrician	\$ 191.32			NEXT DUE 2027	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1081 - TRUST	6 year Switch Maintenance	Electrician	\$ 191.32			NEXT DUE 2027	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1183 - TRUST	6 year Switch Maintenance	Electrician	\$ 191.32			NEXT DUE 2027	
FIY	SWITCH \ GROUND \ MANUAL	FIY 1080 - TRUST	6 year Switch Maintenance	Electrician	\$ 191.32			NEXT DUE 2027	
FIY	SWITCH \ GROUND \ MANUAL	FIY 1280 - TRUST	6 year Switch Maintenance	Electrician	\$ 191.32			NEXT DUE 2027	
FIY	TIMING	FIY TIME - STD SATELLITE CLOCK	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2B-A - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2B-B - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2B-C - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2A-A - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY1A-B - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY1A-C - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2A-C - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2A-B - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY1A-A - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CT	FIY 185-05-CT2 - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CT	FIY 185-05-CT1 - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	

Exhibit B
Annual Maintenance Cost Estimate

Customer:	City of Roseville
Contract Number:	04-SNR-00850

Location	Classification	Designation	Activity	Performed By	Rate ¹	Hours	Expense	Expense Comment	Total ²
FORECAST FOR CALENDAR YEAR 2022									
FIY	TRANSFMR \ CT	FIY 185-05-CT3 - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	TRNSDUCR	FIY TD-CAT - TRUST	1 year Transducer Maintenance	P&C Craftsman	\$ 210.44	3			\$ 631.31
							TOTAL FORECAST:		\$ 30,027.96

NOTE:

¹Rate increases are estimated at 3.1% per year.

²Costs do not include emergency or non-planned work activities.

Exhibit B
Annual Maintenance Cost Estimate

Customer:	City of Roseville
Contract Number:	04-SNR-00850

Location	Classification	Designation	Activity	Performed By	Rate ¹	Hours	Expense	Expense Comment	Total ²
FORECAST FOR CALENDAR YEAR 2023									
Fiddymont Substation									
FIY	SUBSTATION	FIY SUBSTATION	Substation Inspection (monthly)	Electrician	\$ 197.25	24			\$ 4,733.90
FIY	SUBSTATION	FIY SUBSTATION	Protection and Communication Inspection (Quarterly)	P&C Craftsman	\$ 216.96	8			\$ 1,735.69
FIY	SUBSTATION	FIY SUBSTATION	Infrared Inspection (annual)	Electrician	\$ 197.25	1			\$ 197.25
FIY	SUBSTATION	FIY SUBSTATION	Annual Substation Herbicide	Electrician	\$ 197.25	1	3,090.24	Contracted Application	\$ 3,287.48
FIY	SUBSTATION	ENGINEERING	Engineering Support	Engineer	\$ 216.56	5			\$ 1,082.78
FIY	AUTOMATION \ ANNUNC	FIY ANN-C5F - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ ANNUNC	FIY ANN-C4F - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ ANNUNC	FIY ANN-C3F - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ COMMPROC	FIY 2020 COMMUNICATIONS PROCESSOR	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ RTU \ BOUNDARY_METERING	FIY CONTROL AREA RTU - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	AUTOMATION \ RTU \ SCADA_DATA	FIY SCADA RTU - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	BREAKER \ GAS	FIY 1582 BREAKER - TRUST	5 year / 10 year Maintenance	Electrician	\$ 197.25		NEXT DUE 2027		
FIY	BREAKER \ GAS	FIY 1182 BREAKER - TRUST	5 year / 10 year Maintenance	Electrician	\$ 197.25		NEXT DUE 2027		
FIY	BREAKER \ GAS	FIY 1482 BREAKER - TRUST	5 year / 10 year Maintenance	Electrician	\$ 197.25		NEXT DUE 2027		
FIY	BUILDING	FIY BALM-CTL - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	COMM \ FIBER \ PANEL	FIY SONET JUNGLE MUX TO/FROM ELV & R SC - TRUST	1 year JMUX Maintenance	P&C Craftsman	\$ 216.96	3			\$ 650.88
FIY	METER \ MICROPRO	FIY 185-05 REVENUE METER - TRUST	1 Year Meter Maintenance	P&C Craftsman	\$ 216.96	4			\$ 867.84
FIY	METER \ PANEL	FIY INS-A3F - ROSEVILLE LINE - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	METER \ PANEL	FIY INS-A4F - ELVERTA LINE - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	PANEL	FIY CNT-BRDS - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	REALPROP	FIY SWITCHYARD AREA	No Scheduled Maintenance				Included with Substation Inspection (above)		
FIY	RECORDER \ DFR	FIY DFR 1A - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	RELAY \ ELECMECH	FIY 86BF1 AUX RELAY (CHA3R)	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 216.96		NEXT DUE 2027		
FIY	RELAY \ ELECMECH	FIY 86BF4 AUX RELAY (CHA5R)	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 216.96		NEXT DUE 2025		
FIY	RELAY \ ELECMECH	FIY 86BF5 AUX RELAY (CHA5R)	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 216.96		NEXT DUE 2025		
FIY	RELAY \ ELECTRON	FIY 230KV 87BT3 BUS DIFF B PHASE RELAY	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 216.96		NEXT DUE 2027		
FIY	RELAY \ ELECTRON	FIY 230KV 87BT3 BUS DIFF A PHASE RELAY	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 216.96		NEXT DUE 2027		
FIY	RELAY \ ELECTRON	FIY 230KV 87BT3 BUS DIFF C PHASE RELAY	6 year / 12 year Relay Maintenance	P&C Craftsman	\$ 216.96		NEXT DUE 2027		
FIY	RELAY \ MICROPRO	FIY 87LR1 ROSEVILLE LINE SET A RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 216.96		NEXT DUE 2031		

Exhibit B
Annual Maintenance Cost Estimate

Customer:	City of Roseville
Contract Number:	04-SNR-00850

Location	Classification	Designation	Activity	Performed By	Rate ¹	Hours	Expense	Expense Comment	Total ²
FORECAST FOR CALENDAR YEAR 2023									
FIY	RELAY \ MICROPRO	FIY 79/25- E1 ELVERTA LINE RE CL & SYNC CK RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 216.96			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 79/25- R1 ROSEVILLE LINE R ECL & SYNC CK RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 216.96			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 87LE1 ELVERTA LI NE SET A RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 216.96			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 50BF- 5 1582 BREAKER FAIL URE RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 216.96			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 21/21G- E1 ELVERTA LINE SE T B RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 216.96			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 21/21G- R1 ROSEVILLE LINE S ET B RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 216.96			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 50BF- 4 1482 BREAKER FAIL URE RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 216.96			NEXT DUE 2031	
FIY	RELAY \ MICROPRO	FIY 50BF- 1 1182 BREAKER FAIL URE RELAY	12 year Relay Maintenance	P&C Craftsman	\$ 216.96			NEXT DUE 2031	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1181 - TRUST	6 year Switch Maintenance	Electrician	\$ 197.25			NEXT DUE 2027	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1581 - TRUST	6 year Switch Maintenance	Electrician	\$ 197.25			NEXT DUE 2027	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1481 - TRUST	6 year Switch Maintenance	Electrician	\$ 197.25			NEXT DUE 2027	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1483 - TRUST	6 year Switch Maintenance	Electrician	\$ 197.25			NEXT DUE 2027	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1087 - TRUST	6 year Switch Maintenance	Electrician	\$ 197.25			NEXT DUE 2027	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1287 - TRUST	6 year Switch Maintenance	Electrician	\$ 197.25			NEXT DUE 2027	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1281 - TRUST	6 year Switch Maintenance	Electrician	\$ 197.25			NEXT DUE 2027	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1081 - TRUST	6 year Switch Maintenance	Electrician	\$ 197.25			NEXT DUE 2027	
FIY	SWITCH \ AIRBREAK \ MOTOR	FIY 1183 - TRUST	6 year Switch Maintenance	Electrician	\$ 197.25			NEXT DUE 2027	
FIY	SWITCH \ GROUND \ M ANUAL	FIY 1080 - TRUST	6 year Switch Maintenance	Electrician	\$ 197.25			NEXT DUE 2027	
FIY	SWITCH \ GROUND \ M ANUAL	FIY 1280 - TRUST	6 year Switch Maintenance	Electrician	\$ 197.25			NEXT DUE 2027	
FIY	TIMING	FIY TIME - STD SATELLITE CLO CK	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2B-A - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2B-B - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2B-C - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2A-A - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY1A-B - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY1A-C - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2A-C - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY2A-B - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CCVT	FIY VY1A-A - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CT	FIY 185-05-CT2 - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	
FIY	TRANSFMR \ CT	FIY 185-05-CT1 - TRUST	No Scheduled Maintenance					NO SCHEDULED MAINTENANCE	

Exhibit B
Annual Maintenance Cost Estimate

Customer:	City of Roseville
Contract Number:	04-SNR-00850

Location	Classification	Designation	Activity	Performed By	Rate ¹	Hours	Expense	Expense Comment	Total ²
FORECAST FOR CALENDAR YEAR 2023									
FIY	TRANSFMR \ CT	FIY 185-05-CT3 - TRUST	No Scheduled Maintenance				NO SCHEDULED MAINTENANCE		
FIY	TRNSDUCR	FIY TD-CAT - TRUST	1 year Transducer Maintenance	P&C Craftsman	\$ 216.96	3			\$ 650.88
							TOTAL FORECAST:		\$ 13,206.70

NOTE:

¹Rate increases are estimated at 3.1% per year.

²Costs do not include emergency or non-planned work activities.



COUNCIL COMMUNICATION

CC #: 9781

File #: 0900-04-02

Title: Hillcrest Storm Drain Improvement Project - Professional Design Services Agreement Amendment

Contact: Noah Siviglia 916746-1379 nsiviglia@roseville.ca.us

Meeting Date: 2/20/2019

Item #: 6.15.

RECOMMENDATION TO COUNCIL

Staff recommends that the City Council adopt a resolution to approve the Second Amendment to the Professional Design Services Agreement (PDSA) with Wood Rodgers, Inc. for the Hillcrest Storm Drain Improvement Project and authorize the City Manager to execute it on behalf of the City.

BACKGROUND

The Hillcrest neighborhood, located west of I-80 between Darling Way and Douglas Blvd, was constructed in the mid 1940's and 1950's. In the years since, staff has been required to perform excessive maintenance during storm events to clear leaves and debris from older-style storm drain inlets that have limited capacity. Additionally, the storm drain pipe system routinely exceeds capacity causing standing water in streets and private property. Staff has received numerous requests from residents to improve drainage in the neighborhood.

At its January 13th, 2015 meeting, the City Council approved a contract with Wood Rodgers, Inc. for analysis of the existing storm drain system and for preparation of improvement plans to improve drainage in the neighborhood. At its September 21, 2016 meeting, City Council authorized the first amendment to the PDSA with Wood Rodgers, Inc. for the design of approximately 3,000 linear feet of additional storm drain mainline and tributary storm drain improvements. In its May 10, 2017 meeting, the City Council authorized staff to call for bids to construct the project combined with planned storm drain improvements in the Crestmont neighborhood. The combined Hillcrest & Crestmont Drainage Improvement Project has been advertised two times since. The first advertisement did not yield any bids and the subsequent advertisement yielded bids substantially higher than the funds available for the project. In response, staff performed a 3rd party constructability review of the project and it was concluded that the bids received are reasonable for the work in the current construction climate. As a result of this determination and due to the lack of available budget, staff has recommended rejection of the bids as a separate action on tonight's (February 20, 2019) City Council meeting agenda.

Given the current cost of construction and the available budget, Wood Rodgers, Inc. and staff have identified design modifications that are expected to reduce the cost of the project while

maintaining critical drainage improvements, such as maintaining existing pipes in parallel with proposed improvements of reduced size. Additionally, Wood Rodgers, Inc. will separate portions of the design to be included as alternate bid items to allow their construction to occur based on available budget.

These modifications to the improvement plans are additional services for Wood Rodgers, Inc. that are expected to cost the not to exceed amount of \$71,320, as shown in Exhibit A of the attached amendment. The original PDSA and 1st amendment were previously approved for the combined not to exceed amount of \$446,639.66. This second amendment brings the total cost of the agreement to \$517,959.66.

The modified design is anticipated to be completed in March 2019, with construction to start in late Spring of 2019.

FISCAL IMPACT

This project is fully funded with Gas Tax revenue and there are sufficient funds in the Council approved project account. No General Fund resources are allocated for this project.

ECONOMIC DEVELOPMENT / JOBS CREATED

Federal guidelines suggest that there is one job created for every \$92,000.00 in direct government spending. Based on that figure, this amendment will create 0.8 jobs.

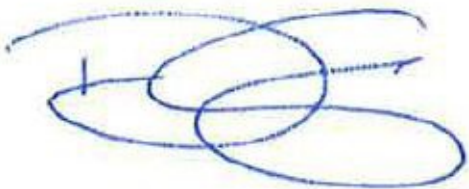
ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment (CEQU Guidelines §15061(b)(3)). The Professional Design Service Agreement Second Amendment for the Hillcrest Storm Drain Improvement Project does not include the potential for a significant environmental effect, and therefore is not subject to CEQA.

Respectfully Submitted,

Noah Siviglia, Associate Engineer

Jason Shykowski, Acting Public Works Director



Dominick Casey, City Manager

ATTACHMENTS:

Description

Resolution No. 19-47

Wood Rodgers - Second Amendment to PDSA

Project Location Map

RESOLUTION NO. 19-47

APPROVING A SECOND AMENDMENT TO PROFESSIONAL DESIGN SERVICES
AGREEMENT BETWEEN THE CITY OF ROSEVILLE AND WOOD RODGERS, INC.,
AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF
OF THE CITY OF ROSEVILLE

WHEREAS, a second amendment to professional design services agreement for the Hillcrest Storm Drain Improvement project, by and between the City of Roseville and Wood Rodgers, Inc., has been reviewed by the City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said second amendment is hereby approved and that the City Manager is authorized to execute it on behalf of the City of Roseville.

PASSED AND ADOPTED by the Council of the City of Roseville this ____ day of _____, 20__, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

MAYOR

ATTEST:

City Clerk

**SECOND AMENDMENT TO
PROFESSIONAL DESIGN SERVICES AGREEMENT**

Hillcrest Storm Drain Improvement Project

THIS SECOND AMENDMENT TO PROFESSIONAL DESIGN SERVICES AGREEMENT is made and entered into this ____ day of _____, 20__, by and between the City of Roseville, a municipal corporation (“CITY”), and Wood Rodgers, Inc., a California corporation (“CONSULTANT”); and

W I T N E S S E T H:

WHEREAS, CITY and CONSULTANT previously entered into a Professional Design Services Agreement dated August 5, 2015 and amended September 21, 2016 (“Agreement”) regarding the Hillcrest Storm Drain Improvement project (“Project”);

WHEREAS, CITY desires to amend the Agreement to include additional services as described in CONSULTANT’s letter/proposal dated January 8, 2019, which is attached hereto as Exhibit “A” and incorporated herein by reference; and

WHEREAS, CONSULTANT is willing and able to provide such additional services; and

NOW, THEREFORE, the parties agree as follows:

1. CONSULTANT shall provide additional services as described in Exhibit “A” of this Second Amendment to Agreement.

2. Paragraph 2 of the Agreement is amended by adding an additional paragraph to read as follows:

“CITY shall pay seventy-one thousand, three hundred twenty dollars (\$71,320.00), in consideration of the additional services as set forth in Exhibit “A” to the Second Amendment to Agreement. This brings the total not to exceed contract amount to five hundred seventeen thousand, six hundred eighty-nine dollars and sixty-six cents (\$517,689.66).”

3. All other provisions of the Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the City of Roseville, a municipal corporation, has authorized the execution of this Second Amendment to Agreement in duplicate by its City Manager and attested to by its City Clerk under the authority of Resolution No. _____, adopted by the Council of the City of Roseville on the ____ day of _____, 20__, and CONSULTANT has caused this Second Amendment to Agreement to be executed.

CITY OF ROSEVILLE, a
municipal corporation

WOOD RODGERS, INC., a California
corporation

BY: _____
DOMINICK CASEY
City Manager

BY:  _____
its: SECRETARY

[SIGNATURES CONTINUED ON FOLLOWING PAGE]

ATTEST:

and

BY: _____
SONIA OROZCO
City Clerk

BY:  _____
its: President

APPROVED AS TO FORM:

BY: _____
ROBERT R. SCHMITT
City Attorney

APPROVED AS TO SUBSTANCE:

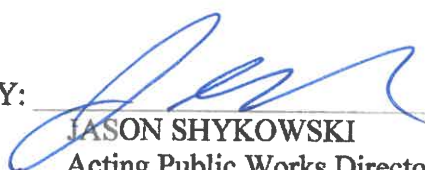
BY:  _____
JASON SHYKOWSKI
Acting Public Works Director

EXHIBIT “A”



January 8, 2019

Mr. Noah Siviglia
City of Roseville
311 Vernon Street
Roseville, California 95678

Dear Mr. Siviglia,

Subject: Addendum Request for Hillcrest Drainage Improvement Project for Reduced Project Limit Plan with Evaluation of Reduced Pipe Sizes

PURPOSE

The purpose of this addendum request is to provide a Scope of Work and budget for the work that is anticipated to be required in order to prepare analysis, plans, and an estimate for storm drainage system improvements for a scaled-back Hillcrest Drainage Improvement Project in the city of Roseville, California (City).

BACKGROUND

Plans and specifications were completed for a Hillcrest Drainage Improvement Project in May 2017. The 2017 Hillcrest Drainage Improvement Project (2017 Project) included upgrades to the storm drain trunk line along Camelia Avenue to Melrose Avenue, along Melrose Avenue to Keehner Avenue, along Keehner Avenue to Vine Avenue, along Vine Avenue to Marietti Way and along Marietti Way to the outfall at its northern terminus. Construction bids for the 2017 Project came in higher than had been anticipated and higher than available funding. The result was that the 2017 Project was not constructed.

At the City's request, Wood Rodgers, Inc. (Wood Rodgers) had investigated alternative configurations of a scaled-back project. One scaled-back project option would have provided a bypass for flows from the Hillcrest Avenue-Keehner Avenue intersection travelling along Lorraine Avenue to an outfall location west of King Road and south of Castle Court. However, the City determined that permitting for the bypass project option would unacceptably delay construction. In January 2019, the City requested that Wood Rodgers modify the 2017 Project plans to eliminate some tributary pipe replacements and to determine if some of the existing system along Keehner Avenue could be maintained in parallel with the previously proposed improvements to allow a pipe size reduction in the previously planned trunk line. The plans will also be reviewed for other potential cost savings measures, such as manhole size reductions, consistent with other changes.

Other planned improvements, specifically inlet replacements, curb and gutter replacement and curb ramp improvements from the 2017 Project, would be included in the scaled-back project. However, some of these elements will be identified in a manner that supports bid alternatives so that some desired improvements can be readily removed from the construction work.

SCOPE OF WORK

The following tasks, with task numbers from the 2017 Project, are expected to be required to prepare plans, specifications and estimates for the scaled-back project.

Task 1.1 – Meetings and Project Management

Perform coordination and other project management work for the scaled-back project. It is anticipated that the project design will be completed within four months of receiving the contract amendment and that two (2) progress meetings will be held during this period.

Task 2.1 – Data Collection

No additional data collection is expected to be required.

Task 3.1 – Existing Conditions Hydrology and Hydraulic Modeling

A hydrology and hydraulic model will be prepared to evaluate the performance of the reduced project.

Task 4.1 – Utilities Coordination

No additional coordination related to utilities is expected to be required.

Task 4.2 – Potholing (Arrow Construction)

No additional potholing is expected to be required.

Task 5.1 – Drainage Master Plan

A memo will be prepared with exhibits that illustrate the impacts of the proposed improvements over existing conditions for the 2-, 10-, and 100-year design storm events.

Task 6.1 – Prepare 65% Plans, Specifications, and Estimates (PS&E)

No 65% PS&E will be provided.

Task 7.1 – Prepare 90% PS&E

Wood Rodgers will maintain the 2017 Project sheet layout and index for the scaled-back project. Sheets that no longer include instructions for construction will be marked, “NOT FOR CONSTRUCTION.”

Relative to the 2017 Project, the scaled-back project will eliminate pipeline improvements along:

1. Vine Avenue east of Keehner Avenue
2. Melrose Avenue east of the manhole that receives runoff from Hillcrest Avenue
3. Vinewood Avenue
4. King Road between laterals and Vine Avenue and Vinewood Avenue
5. Poppy Lane
6. Colnar Street
7. Hillcrest Avenue
8. Sunset Drive

Details and notes will be modified for the reduced project and bid alternatives. No changes to the special provisions are anticipated. An opinion of probable cost for the reduced improvements will be provided.

Task 8.1 – Prepare 100% PS&E

Wood Rodgers will address comments on the 90% PS&E and prepare a 100% PS&E.

Task 9.1 – Environmental Permit Support (ICF International)

No additional permit support is expected to be required.

Task 10.1 – Geotechnical Services

No additional geotechnical support is expected to be required.

Task 11.1 – Bid and Construction Support

Wood Rodgers will provide support to the City during the bidding and construction phases of the project on a Time-and-Materials basis. Work may include participating in a pre-bid meeting, responding to requests-for-information (RFIs), and reviewing contractor submittals as requested by the City.

*Mr. Noah Siviglia
January 8, 2019
Page 4 of 4*

REVISIONS TO ASSUMPTIONS

- A single set of plans will be provided for Project construction in one phase.
- The Project will be eligible for a Rainfall Erosivity Waiver due to the timing and duration of construction. No Storm Water Pollution Prevention Plan (SWPPP) or National Pollutant Discharge Elimination System (NPDES) issues will need to be addressed by Wood Rodgers.
- Access to private property will be arranged by the City.
- No non-City-owned utility relocations will need to be coordinated.

BUDGET

Wood Rodgers' proposed budget for this work is shown on **Table 1** (attached). Wood Rodgers proposes to perform the above Scope of Work on a Time-and-Materials basis not to exceed the total fee included in Table 1 without prior written authorization by the City of Roseville. The rates indicated in Table 1 will be used through December 31, 2019. Billing rates for 2020 (if required for construction support) will be based on Wood Rodgers' effective rate schedule at that time.

If you have any questions regarding this proposal, please contact our Project Manager, Harvey Oslick, at 916-326-5297.

Sincerely,



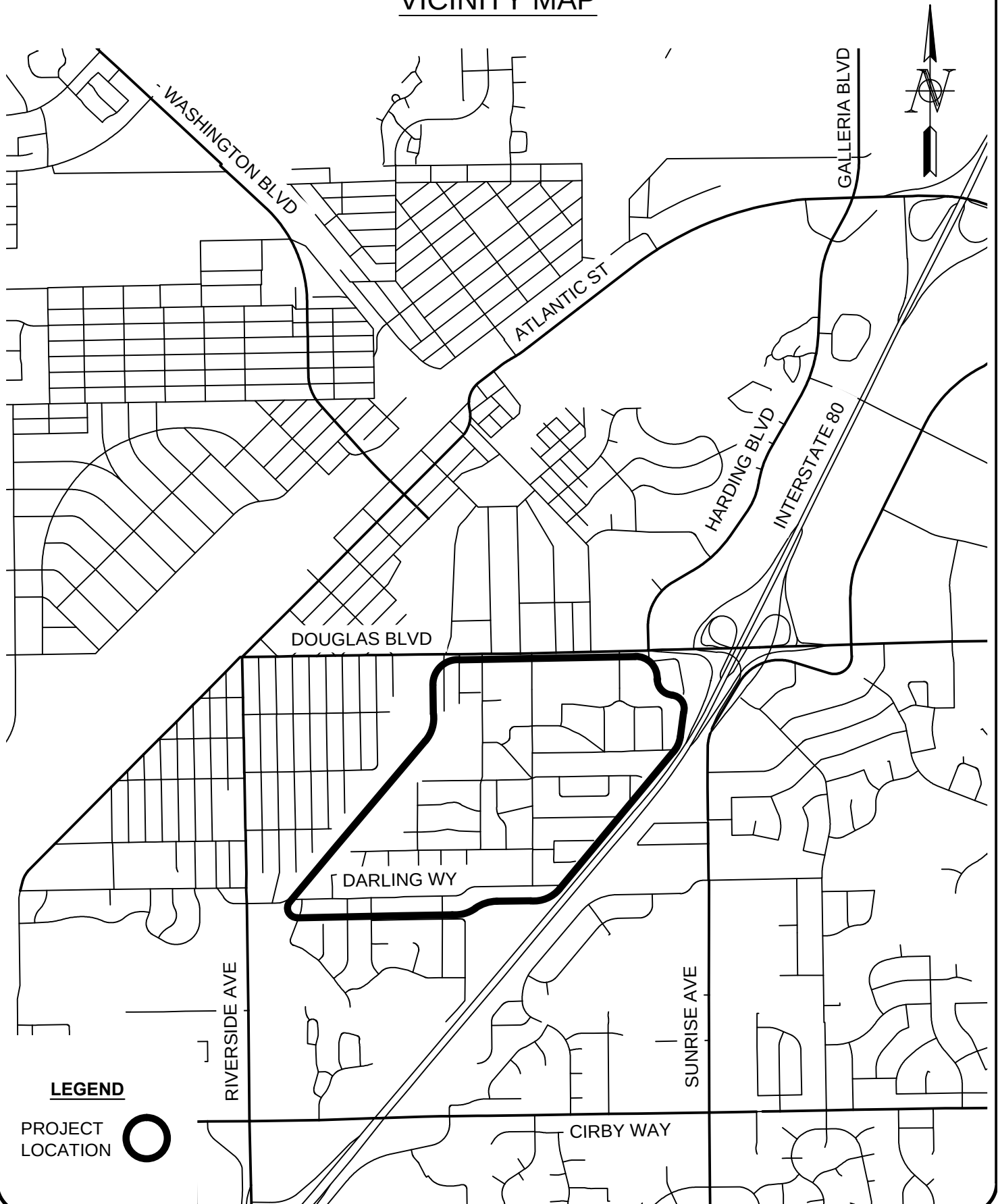
Jonathan Kors, P.E.
Vice President

Enclosures: Table 1

Table 1
WOOD RODGERS PROPOSED BUDGET REVISION
City of Roseville
Hillcrest Storm Drain Scaled-Back Improvement Project
Hours and Cost Estimate

 WOOD RODGERS DEVELOPING INNOVATIVE DESIGN SOLUTIONS			DIRECT LABOR CLASSIFICATIONS							
			PIC Princ. Eng. II	PM QA/QC Princ. Eng. I	Modeling Civil Design Engineer III	GIS Tech III	Projector Coordinator	MAN-HOURS	LABOR/ SUBCON/ DIRECT	BUDGET AMENDMENT
			Staff Name Billing Rate	Kors \$245.00	Oslick/ Tobia \$215.00	Zaman/ Hilliard \$170.00	Priest \$170.00			
TASK NO.	DESCRIPTION									
1.1	Meetings and Project Management	4	20			6	30	\$6,030.00	\$6,030.00	
2.1	Data Collection									
3.1	Existing Conditions Hydrology and Hydraulic Modeling		16	32			48	\$8,880.00	\$8,880.00	
4.1	Utilities Coordination									
4.2	Potholing (Arrow Construction)									
5.1	Drainage Master Plan		16	24			40	\$7,520.00	\$7,520.00	
6.1	Prepare 65% PS&E									
7.1	Prepare 90% PS&E		42	16	108		166	\$30,110.00	\$30,110.00	
8.1	Prepare 100% PS&E		12	10	24		46	\$8,360.00	\$8,360.00	
9.1	Environmental Permit Support (ICF International)									
10.1	Geotechnical Services									
11.1	Bid and Construction Support		24	12	16		52	\$9,920.00	\$9,920.00	
	Reimbursables							\$500.00	\$500.00	
	Total	4	130	94	148	6	382	\$71,320.00	\$71,320.00	

"FIGURE 1"
HILLCREST STORM DRAIN IMPROVEMENT PROJECT
VICINITY MAP





COUNCIL COMMUNICATION

CC #: 9772
File #: 0203-04

Title: 401 Oak Street - Use of City Forces
Contact: Charlie Fralick 916-774-5706 cfralick@roseville.ca.us

Meeting Date: 2/20/2019
Item #: 6.16.

RECOMMENDATION TO COUNCIL

Recommend Council adopt a resolution to authorize the use of City forces to complete environmental remediation work located at 401 Oak Street pursuant to Section 7.23 of the Roseville Charter.

BACKGROUND

In December of 2018, the City sold 401 Oak Street. Pursuant to the terms of the sale, the City is obligated to remediate any hazardous materials existing on the property that predated the City's transfer of 401 Oak Street. A small amount of environmental remediation work was identified as needing to be performed by the City prior to the sale. City staff solicited bids from general contractors that hold multi-year contracts with the City of Roseville, but the proposals we received exceeded our budget. The Streets Division has the expertise and ability to complete the project for lower costs than the proposals we received. Section 7.23 of the Roseville Charter requires the City Council to determine which public works projects are to be performed by City forces and which are to be performed by outside contractors. Accordingly, Council approval is requested to use City forces for this work.

FISCAL IMPACT

An approval to use Public Works employees and equipment will not exceed \$30,000. The project is funded by the proceeds of the sale of 401 Oak Street in the Building Operations Fund. Council approved project appropriations at the January 16, 2019, Council meeting.

ECONOMIC DEVELOPMENT / JOBS CREATED

Not applicable.

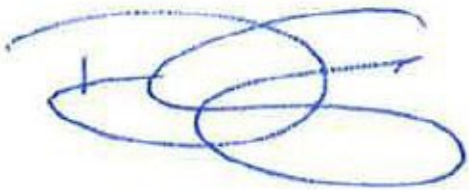
ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment (CEQA Guidelines §15061(b)(3)). The approval to use City forces does not include the potential for a significant environmental effect, and therefore is not subject to CEQA.

Respectfully Submitted,

Charlie Fralick, Project Coordinator

Jason Shykowski, Acting Public Works Director



Dominick Casey, City Manager

ATTACHMENTS:

Description

Resolution No. 19-41

RESOLUTION NO. 19-41

APPROVING USE OF CITY FORCES TO COMPLETE ENVIRONMENTAL
REMEDATION WORK LOCATED AT 401 OAK STREET

WHEREAS, in December of 2018, the City sold the property located at 401 Oak Street and pursuant to the terms of the sale, the City is obligated to remediate any hazardous materials existing on the property that predated the City's transfer of the property; and

WHEREAS, a small amount of environmental remediation work was identified as needing to be performed by the City prior to the sale; and

WHEREAS, after soliciting bids for the remediation work, staff found that the proposals we received exceeded our budget; and

WHEREAS, the Streets division has the expertise and ability to complete the work for lower costs than the proposals that were received and staff is recommending that City Council approve the use of City forces to complete the work.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that the use of City forces to complete environmental remediation work located at 401 Oak Street is hereby approved.

PASSED AND ADOPTED by the Council of the City of Roseville this ____ day of _____, 20__, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

MAYOR

ATTEST:

City Clerk



COUNCIL COMMUNICATION

CC #: 9779
File #: 0704-01

Title: Harry Crabb Park Phase 2 Project - Professional Design Services Agreement Amendment
Contact: Joel De Jong 916 774-5924 jdejong@roseville.ca.us

Meeting Date: 2/20/2019
Item #: 6.17.

RECOMMENDATION TO COUNCIL

Adopt a resolution approving the third amendment to the professional design services agreement with Siegfried Engineering, Inc., and authorizing the City Manager to execute it.

BACKGROUND

In August 2013, an agreement was entered with Siegfried Engineering, Inc. to prepare the construction documents for Phase 2 of Harry Crabb Park. Harry Crabb Park is an 18.8 acre park site located on Scarborough Drive and Secret Ravine Parkway in the Stoneridge Specific Plan. Amenities planned for Phase 2 include a spray ground (water play area), covered picnic area, paved asphalt parking lot, baseball fields, basketball court, tennis courts, pickle ball courts, turf, landscaping and irrigation.

The Phase 2 documents were bid in 2016. The project was placed on hold due to concerns regarding General Fund obligations for maintenance once the project was complete.

Siegfried's familiarity of the project through the original work on the latest phase of construction documents offers a more timely and efficient approach to updating the plans. The drawings require revisions in order to comply with current codes, regulations, and construction standards so that permit renewals can be obtained. Several add alternates will also be added to plans to further complete the park, should budget allow.

The cost to update the plans is a not-to-exceed fee of \$88,311.00. Approval of the Agreement authorizes staff to utilize the optional construction administration services at a not-to-exceed cost of \$20,049.00, should it be necessary at the time of construction.

FISCAL IMPACT

Funding will be provided through the Citywide Park Development Fund. Allocations for the

preparation of the construction documents were approved in the FY2013-14 budget. There will be no General Fund impact for the revision of construction documents.

ECONOMIC DEVELOPMENT / JOBS CREATED

Not applicable.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment (CEQA Guidelines §15061(b)(3)). Approval of the Professional Design Services Agreement Amendment does not include the potential for a significant environmental effect, and therefore is not subject to CEQA.

Respectfully Submitted,

Joel De Jong, Park Development Analyst

Dion Louthan, Parks, Recreation & Libraries Director



Dominick Casey, City Manager

ATTACHMENTS:

Description

Resolution No. 19-45

Professional Design Services Agreement Amendment

RESOLUTION NO. 19-45

APPROVING A THIRD AMENDMENT TO PROFESSIONAL DESIGN SERVICES
AGREEMENT BETWEEN THE CITY OF ROSEVILLE AND SIEGFRIED ENGINEERING,
INC., AND AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF
OF THE CITY OF ROSEVILLE

WHEREAS, a third amendment to professional design services agreement for the Harry Crabb Park Phase II project, by and between the City of Roseville and Siegfried Engineering, Inc., has been reviewed by the City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said third amendment is hereby approved and that the City Manager is authorized to execute it on behalf of the City of Roseville.

PASSED AND ADOPTED by the Council of the City of Roseville this ____ day of _____, 20__, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

MAYOR

ATTEST:

City Clerk

**THIRD AMENDMENT TO
PROFESSIONAL DESIGN SERVICES AGREEMENT**

Project: Harry Crabb Park Phase II

THIS THIRD AMENDMENT TO AGREEMENT is made and entered into this ____ day of _____, 20__, by and between the City of Roseville, a municipal corporation ("CITY"), and Siegfried Engineering, Inc., a California corporation ("CONSULTANT"); and

W I T N E S S E T H:

WHEREAS, CITY and CONSULTANT previously entered into an Agreement dated August 21, 2013, amended on July 16, 2014 and amended July 15, 2015 ("Agreement") regarding engineering, surveying and landscape architectural services for the Harry Crabb Park Phase II Project ("Project"); and

WHEREAS, CITY desires to amend the Agreement to include additional services as described in CONSULTANT's proposal dated January 22, 2019, which is attached hereto as as Exhibit "A" and incorporated herein by reference; and

WHEREAS, CONSULTANT is willing and able to provide such additional services; and

NOW, THEREFORE, the parties agree as follows:

1. CONSULTANT shall provide additional services as described in Exhibit "A" of this Third Amendment to Agreement.

2. Paragraph 2 of the Agreement is amended by adding an additional paragraph to read as follows:

“CITY shall pay one hundred eight thousand, three hundred sixty dollars (\$108,360.00), in consideration of the additional services as set forth in Exhibit “A” to the Third Amendment to Agreement. This brings the total not to exceed contract amount to two hundred seventy-eight thousand, nine hundred seventy-seven dollars (\$278,977.00).”

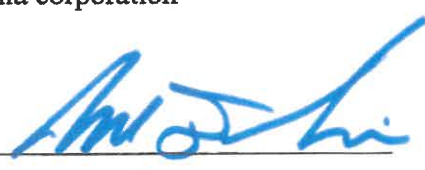
3. All other provisions of the Agreement shall remain unchanged and in full force and effect.

IN WITNESS WHEREOF, the City of Roseville, a municipal corporation, has authorized the execution of this Third Amendment to Agreement in duplicate by its City Manager and attested to by its City Clerk under the authority of Resolution No. _____, adopted by the Council of the City of Roseville on the ____ day of _____, 20__, and CONSULTANT has caused this Third Amendment to Agreement to be executed.

CITY OF ROSEVILLE, a
municipal corporation

SIEGFRIED ENGINEERING, INC, a
California corporation

BY: _____
DOMINICK CASEY
City Manager

BY:  _____
its: VP/CFO

[SIGNATURES CONTINUED ON FOLLOWING PAGE]

ATTEST:

and

BY:

A. Miller

its:

Secretary

BY:

SONIA OROZCO
City Clerk

APPROVED AS TO FORM:

BY:

ROBERT R. SCHMITT
City Attorney

APPROVED AS TO SUBSTANCE:

BY:

Dion Louthan

DION LOUTHAN
Park, Recreation and Libraries Director

EXHIBIT "A"



January 22, 2019

Joel De Jong
Park Development Analyst
City of Roseville
316 Vernon Street, Suite 400
Roseville, California 95678

**RE: CRABB PARK PLAN REVISIONS 2019 EFFORT
ROSEVILLE, CALIFORNIA
PROPOSAL FOR PROFESSIONAL DESIGN SERVICES**

Dear Joel;

We appreciate the opportunity to propose our services to you for this project. By providing integrated site and design services including athletic facility design, landscape architecture, civil engineering, and surveying, our clients typically reduce their project management time, project design time, and overhead. Our scope of work, based on previous emails and our familiarity with the project are, follows.

I. Project Description

Prepare the revised park improvement plans that merges the former phases 2a and 2b back together as well as implement various value engineering efforts, and site plan changes in the tennis and basketball court areas.

II. Scope of Work

Siegfried Engineering, Inc. (Siegfried) will provide civil engineering, landscape architecture, and athletic facility design services to the City of Roseville (**Client**) for the 2019 Crabb Park (**Project**) in Roseville, California including the following services:

Task 1 – Construction Document Revisions and Agency Review

Siegfried will prepare the revised improvement plans, specifications, and estimates based upon the December 2018 feasibility estimate plans prepared by Siegfried. The following primary tasks are anticipated:

1. Project kickoff and plan check review meetings as well as overall design project management including scheduling, invoicing, sub-consultant contracts, and monthly reporting.
2. Site plan revision to reflect the site plan and layout of additive alternate site areas
3. Reformatting the prior phase 2A and 2B sets into one single set of plans
4. Prepare revised planting and irrigation plans including the revision to a 2-wire system and less dense planting
5. Update the grading and site detailing to reflect the desired changes
6. Update and code check the splash pad for compliance and equipment availability
7. Prepare, QA/QC, and submit the 90% plans, specifications, and cost estimate
8. Address 90% plan review comments and respond in written format
9. Prepare, QA/QC, and submit the 100% plans, specifications, and cost estimate
10. Address 100% plan review comments and respond in written format
11. Prepare, QA/QC, and submit the Final plans, specifications, and cost estimate

Stockton
3244 Brookside Rd., #100
Stockton, CA 95219
t: 209.943.2021

San Jose
111 N. Market St., #300
San Jose, CA 95113
t: 408.754.2021

Sacramento
109 Scripps Drive
Sacramento, CA 95825
t: 916.520.2777

Modesto
101 Sycamore Ave, #100
Modesto, CA 95354
t: 209.762.3580



Task 2 – Bidding and Construction Assistance (Optional)

Perform the following services or other services as directed by the city of Roseville on an hourly to a maximum basis. Additional services may be performed upon written approval by the city per the attached rate sheet.

1. Assist the Client with plan interpretation during call for bids and prepare minor addenda as necessary to clarify plan intent.
2. Attend the preconstruction meeting.
3. Assist contractor with plan interpretation during construction.
4. Prepare minor addendums to clarify plan intent.
5. Review site development submittals and shop drawings related to the design scope of work.
6. Provide up to three (3) site visits during construction excluding the final punch list walk.
7. Provide site review at project completion to aid Client in developing a final site punch list.
8. At the time of plant material delivery but prior to the material being installed review the plant material for variety, quality, and health. Any material deemed questionable will be identified for the Client. Said review does not warranty or guarantee the remaining material, it is still the site contractor's responsibility to maintain and guarantee their work under the terms of the project documents.

*It is understood that exclusions to the above scope of services shall be any service not specifically described above. The following items **are not** included in the scope:*

- a. *Geotechnical and Environmental Engineering,*
- b. *Construction inspection, supervision, or scheduling,*
- c. *Structural Observation per the CBC (none anticipated),*
- d. *Potholing to determine location and/or elevation of underground utilities,*
- e. *Permit applications and fees,*
- f. *Construction staking,*
- g. *QSD/QSP Services*

III. Fee Proposal

<u>Description</u>	<u>Not to Exceed Fee</u>
Task 1 - Construction Document Revisions and Agency Review	\$88,311
Task 2 - Bidding and Construction Assistance (Optional)	\$20,049
TOTAL NOT TO EXCEED FEE	<u>\$108,360</u>

We look forward to working with you and the City of Roseville team. If you have any questions regarding this proposal, please do not hesitate to call me directly.

Sincerely,

Paul J. Schneider, QSD, QSP, P.E.
SIEGFRIED

Stockton
3244 Brookside Rd., #100
Stockton, CA 95219
t: 209.943.2021

San Jose
111 N. Market St., #300
San Jose, CA 95113
t: 408.754.2021

Sacramento
109 Scripps Drive
Sacramento, CA 95825
t: 916.520.2777

Modesto
101 Sycamore Ave, #100
Modesto, CA 95354
t: 209.762.3580



Contact Information

Stockton

3244 Brookside Road, Ste. 100
Stockton, CA 95219
209.943.2021

Sacramento

109 Scripps Drive
Sacramento, CA 95825
916.520.2777

San Jose

111 North Market Street, Ste. 300
San Jose, CA 95113
408.754.2021

Modesto

100 Sycamore Ave, Ste. 100
Modesto, CA 95354
209.762.3580

» siegfriedeng.com

Charge Rate Schedule

Professional Classification

Hourly Rate

Managing Principal	\$245
Principal	\$219
Senior Associate	\$193
Associate	\$172

Project Engineer	\$163
Engineer II	\$149
Engineer I	\$133

Project Landscape Architect	\$161
Landscape Architect II	\$139
Landscape Architect I	\$114

Project Land Surveyor	\$163
Surveyor II	\$147
Surveyor I	\$129
Survey Crew, 2 Person	\$265
Survey Crew, 1 Person	\$175
Instrumentman	\$188
Chainman/Rodman	\$129

Senior Technician	\$129
Technician III	\$114
Technician II	\$99
Technician I	\$84

Expert Witness	\$400
----------------	-------

Clerical	\$77
----------	------

Reimbursable Expenses

Printing, Copying, Materials, Etc.

Cost + 10%

Mileage

In accordance with Federal Standard
Mileage Reimbursement Rates

Notes

1. Instrumentman and Chainman rates apply to services requiring Prevailing Wage Rates for work performed at the job site.
2. These rates are effective May 28, 2018 and are subject to periodic adjustments.



COUNCIL COMMUNICATION

CC #: 9797
File #: 0800-03

Title: Outage Management System Procurement and Implementation Support – Professional Services Agreement

Contact: Jason Grace 916-774-5643 jgrace@roseville.ca.us

Meeting Date: 2/20/2019
Item #: 6.18.

RECOMMENDATION TO COUNCIL

Staff recommends City Council adopt a resolution authorizing the City Manager to execute a professional service agreement with Power System Engineering, Inc. (PSE) to perform consulting services in support of Roseville Electric's procurement and implementation of an Outage Management System (OMS) and Interactive Voice Response (IVR) system. The cost of the services will not exceed \$85,000.00 and funding is included in the Electric FY2018-19 budget.

BACKGROUND

After completing the competitive bid process in early 2018, Roseville Electric Utility staff engaged the support of PSE consultants to develop an Advanced Distribution Management System (ADMS) roadmap. The ADMS roadmap will serve as a strategic plan for the utility to optimize its distribution system technologies to adapt to evolving industry environment, customer expectations, and legislative and regulatory mandates for the next ten years. The ADMS roadmap identified the OMS/IVR as a high priority as part of advancing the utility's technology and communication abilities.

Based on specialized knowledge in this field and unique knowledge of the utility's technical systems, PSE is especially suited to perform the engineering work required to assist Roseville Electric in procuring and implementing an OMS/IVR system. PSE has extensive familiarity with the OMS/IVR systems in the market and applicable engineering expertise to support Roseville through the project phases, including requirements and RFP development, proposal evaluation and contract negotiations, and system implementation.

FISCAL IMPACT

The cost of the services will not exceed \$85,000.00 and funding is included in the Electric FY2018-19 budget.

ECONOMIC DEVELOPMENT / JOBS CREATED

Not applicable.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment (CEQA Guidelines §15061(b)(3)). The OMS/IVR procurement and implementation consulting support does not include the potential for a significant environmental effect, and therefore is not subject to CEQA.

Respectfully Submitted,

Jason Grace, Electric Operations Manager

Michelle Bertolino, Electric Utility Director



Dominick Casey, City Manager

ATTACHMENTS:

Description

Resolution No. 19-51

PSE PSA

RESOLUTION NO. 19-51

APPROVING A PROFESSIONAL SERVICES AGREEMENT, BY AND BETWEEN THE
CITY OF ROSEVILLE AND POWER SYSTEM ENGINEERING, INC., AND
AUTHORIZING THE CITY MANAGER TO EXECUTE IT ON BEHALF OF
THE CITY OF ROSEVILLE

WHEREAS, a professional services agreement for Outage Management System (OMS) and Interactive Voice Response (IVR) system procurement and implementation, by and between the City of Roseville and Power System Engineering, Inc., has been reviewed by the City Council; and

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Roseville that said agreement is hereby approved and that the City Manager is authorized to execute it on behalf of the City of Roseville.

PASSED AND ADOPTED by the Council of the City of Roseville this ____ day of _____, 20__, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

MAYOR

ATTEST:

City Clerk

PROFESSIONAL SERVICES AGREEMENT

Project: Outage Management (OMS) & Interactive Voice Response (IVR) Procurement

THIS AGREEMENT is made and entered into this 24th day of January, 2019

by and between the City of Roseville, a municipal corporation ("CITY"), and Power System Engineering, Inc. a Wisconsin corporation ("CONSULTANT"); and

W I T N E S S E T H:

WHEREAS, CITY desires professional services consisting of Outage Management (OMS) and Interactive Voice Response (IVR) system procurement; and

WHEREAS, CONSULTANT has prepared a proposal dated January 4, 2019, which describes the scope of work to be performed by CONSULTANT, the budget for the work, and the schedule for performance of the work; and

WHEREAS, CONSULTANT is qualified and experienced to provide such professional services.

NOW, THEREFORE, the parties agree as follows:

1. Services. CONSULTANT shall perform, at the direction of CITY, the scope of services as described in EXHIBIT "A," attached hereto and incorporated herein by this reference.
2. Compensation. For its services provided hereunder, CONSULTANT shall be compensated on a time and expense basis in accordance with the budget estimate as described in

EXHIBIT "B," attached hereto and incorporated herein by this reference. Total compensation shall not exceed eighty-five thousand dollars (\$85,000.00).

CONSULTANT shall submit one monthly invoice for its services. Such invoices shall be delineated by task, the person performing the services, and the hourly rate, which shall be stated in time increments of not greater than one tenth (1/10) hours. CITY shall pay invoices within thirty (30) days after receipt, if the services specified in the invoice have been satisfactorily completed.

3. Indemnification. To the fullest extent allowed by law, CONSULTANT shall defend, indemnify, and save and hold harmless CITY, its officers, agents, employees and volunteers from any claims, suits or actions of every name, kind and description brought forth, or on account of, injuries to or death of any person (including but not limited to workers and the public), or damage to property, resulting from or arising out of CONSULTANT's willful misconduct or negligent act or omission while engaged in the performance of obligations or exercise of rights created by this Agreement, except those matters arising from CITY's sole negligence or willful misconduct. The parties intend that this provision shall be broadly construed.

CONSULTANT's responsibility for such defense and indemnity obligations shall survive the termination or completion of this Agreement for the full period of time allowed by law. The defense and indemnity obligations of this Agreement are undertaken in addition to, and shall not in any way be limited by, the insurance obligations contained in this Agreement.

4. Insurance. CONSULTANT agrees to continuously maintain, in full force and effect, the following minimum policies of insurance during the term of this Agreement.

COVERAGE

LIMITS OF LIABILITY

Workers' Compensation

Statutory

Commercial General Liability

\$1,000,000 each occurrence
\$2,000,000 aggregate
Personal Injury:
\$1,000,000 each occurrence
\$2,000,000 aggregate

Automobile Liability

\$1,000,000 combined single limit

Professional Liability (errors and omissions)

\$1,000,000 per claim
\$2,000,000 aggregate

a. Form. CONSULTANT shall submit a certificate evidencing such coverage for the period covered by this Agreement in a form satisfactory to Risk Management and the City Attorney, prior to undertaking any work hereunder. Any insurance written on a claims made basis is subject to the approval of Risk Management and the City Attorney.

b. Additional Insureds. CONSULTANT shall also provide a separate endorsement form or section of the policy showing CITY, its officers, agents, employees and volunteers as additional insureds for each type of coverage, except for Workers' Compensation and Professional Liability. Such insurance shall specifically cover the contractual liability of CONSULTANT. The additional insured coverage under the CONSULTANT's policy shall be primary and noncontributory, as evidenced by a separate endorsement or section of the policy, and shall not seek contribution from CITY's insurance or self-insurance. In addition, the additional insured coverage shall be at least as broad as the Insurance Services Office ("ISO") CG 20 01 Endorsement. Any available insurance proceeds in excess of the specified minimum insurance coverage requirements and limits shall be available to the additional insureds. Furthermore, the requirements for coverage and limits shall be: (1) the minimum coverage and

limits specified in this Agreement; or (2) the full coverage and maximum limits of any insurance proceeds available to the named insureds, whichever is greater.

c. Cancellation/Modification. CONSULTANT shall provide ten (10) days written notice to CITY prior to cancellation or modification of any insurance required by this Agreement.

d. Umbrella/Excess Insurance. The limits of insurance required in this Agreement may be satisfied by a combination of primary and excess insurance. Any excess insurance shall contain or be endorsed to contain a provision that such coverage shall also apply on a primary and noncontributory basis for the benefit of CITY (if agreed to in a written contract) before CITY's own insurance shall be called upon to protect it as a named insured.

e. Subcontractors. CONSULTANT agrees to include in its contracts with all subcontractors the same requirements and provisions of this Agreement, including the indemnity and insurance requirements, to the extent they apply to the scope of the subcontractor's work. Furthermore, CONSULTANT shall require its subcontractors to agree to be bound to CONSULTANT and CITY in the same manner and to the same extent as CONSULTANT is bound to CITY under this Agreement. Additionally, CONSULTANT shall obligate its subcontractors to comply with these same provisions with respect to any tertiary subcontractor, regardless of tier. A copy of CITY's indemnity and insurance provisions will be furnished to the subcontractor or tertiary subcontractor upon request.

f. Self-Insured Retentions. All self-insured retentions ("SIR") must be disclosed to Risk Management for approval and shall not reduce the limits of liability. Policies containing any SIR provision shall provide or be endorsed to provide that the SIR may be satisfied by either the named insured or CITY. CITY reserves the right to obtain a full

certified copy of any insurance policy and endorsements. The failure to exercise this right shall not constitute a waiver of such right.

g. Waiver of Subrogation. CONSULTANT hereby agrees to waive subrogation which any insurer of CONSULTANT may acquire from CONSULTANT by virtue of the payment of any loss under a Workers Compensation, Commercial General Liability or Automobile Liability policy. All Workers Compensation, Commercial General Liability and Automobile Liability policies shall be endorsed with a waiver of subrogation in favor of CITY, its officers, agents, employees and volunteers for all work performed by CONSULTANT, its employees, agents and subcontractors.

h. Liability/Remedies. Insurance coverage in the minimum amounts set forth herein shall not be construed to relieve CONSULTANT of liability in excess of such coverage, nor shall it preclude CITY from taking such other actions as are available to it under any other provisions of this Agreement or law.

5. Records. CONSULTANT and its subcontractors shall maintain all files and records relating to the services performed hereunder during the term of this Agreement and for a period of not less than one (1) year after the date of termination or expiration. Provided, however, that in the event of litigation or settlement of claims arising from the performance of this Agreement, CONSULTANT and its subcontractors shall maintain all files and records until such litigation, appeals or claims are resolved. Duly authorized representatives of CITY shall have right of access during normal business hours and after reasonable notice to CONSULTANT's and subcontractors' files and records relating to the services performed hereunder, and may review and copy the files and records at appropriate stages during performance of the services and during the one (1) year period following termination or

expiration of this Agreement. CONSULTANT shall include this provisions in its contracts with all subcontractors.

6. Time is of the Essence. Time is of the essence of this Agreement.

7. Compliance with Laws. CONSULTANT shall comply with all federal, state and local laws, ordinances and policies as may be applicable to the performance of services under this Agreement.

8. Ability to Perform. CONSULTANT agrees and represents that it has the time, ability and professional expertise to perform the services required under this Agreement.

9. Governing Agreement. In the event of any conflict between this Agreement and its EXHIBITS, the provisions of this Agreement shall govern. In the event of any conflict between any of the EXHIBITS, the provisions of the first in order of attachment shall govern.

10. Assignment. CONSULTANT is employed to perform unique personal services. CONSULTANT shall not assign this Agreement without the prior written consent of CITY. CONSULTANT shall not employ or otherwise incur any obligation to pay other specialists or experts for services in connection with this Agreement, without prior written consent of CITY.

11. Independent Contractor. CONSULTANT shall act as an independent contractor, and covenants and agrees that it will conduct itself consistent with such status, that it will neither hold itself out as, nor claim to be, an officer or employee of CITY by reason of this Agreement.

12. Representations and Warranties. CONSULTANT warrants that it has not employed or retained any company or person, other than a bona fide employee working for CONSULTANT, to solicit or secure this Agreement, and that it has not paid or agreed to pay any company or person, other than a bona fide employee, any fee, commission, percentage, brokerage fee, gift or any other consideration, contingent upon or resulting from the award or

making of this Agreement. For breach or violation of this warranty, CITY shall have the right to terminate as void this Agreement, without liability, or, in its discretion, to deduct from the Agreement price or consideration, or otherwise recover, the full amount of such fee, commission, percentage, brokerage fee, gift or contingent fee.

13. Successors in Interest. This Agreement shall be binding upon the heirs, successors, executors, administrators and assigns of the respective parties hereto.

14. Copyright, Ownership and Use of Materials. All tangible material ("Material") created or delivered pursuant to this Agreement is considered a work made for hire under the Copyright Act. To the extent such Material does not qualify as a work made for hire, CONSULTANT hereby assigns to CITY all right, title, and interest, including but not limited to all copyrights, in all Material created by CONSULTANT in its performance under this Agreement. Material constitutes the scope of work outlined in Exhibit A and attached hereto, and all written and other tangible expressions, including but not limited to, drawings (including computer aided drawings), papers, documents, reports, surveys, renderings, exhibits, sketches, maps, models, prints, paintings or photographs, in any and all media or formats in which such materials have been created or are maintained. All Material furnished by CONSULTANT is, and shall remain, the property of CITY.

CONSULTANT shall execute any documents necessary to effectuate such assignment. In the event that CONSULTANT uses, employs, designates, or retains any person or entity who is not an employee of CONSULTANT, to perform any work required of it pursuant to this Agreement, CONSULTANT shall require said person or entity to execute an agreement containing the preceding paragraph.

15. Termination of Agreement. The City may terminate this Agreement without cause by giving CONSULTANT ten (10) days advance written notice from the City Manager. CONSULTANT may terminate this Agreement without cause by giving CITY thirty (30) days advance written notice. In the event of termination through no fault of CONSULTANT, CITY shall compensate CONSULTANT for services performed as of the date of termination, upon the release to CITY of all Material hereunder, in any and all media or formats in which such materials have been created or are maintained. CITY retains the right to receive and use any Material, notwithstanding any termination or any dispute regarding the amount to be paid.

16. Attorney's Fees; Venue; Governing Law. If either party commences any legal action against the other party arising out of this Agreement or the performance hereof, the prevailing party in such action shall be entitled to recover its reasonable litigation expenses, including but not limited to, court costs, expert witness fees, discovery expenses, and attorney's fees. Any action arising out of this Agreement shall be brought in Placer County, California, regardless of where else venue may lie. This Agreement shall be governed by and construed in accordance with the laws of the State of California.

17. Modification. This Agreement and each provision contained herein may be waived, amended, supplemented or eliminated only by mutual written agreement of the parties.

18. Severability. If any of the provisions contained in this Agreement are for any reason held invalid or unenforceable, such holding shall not affect the remaining provisions or the validity and enforceability of the Agreement as a whole.

19. Notices. Any notices to parties required by this Agreement shall be delivered personally or mailed, U.S. first class postage prepaid, addressed as follows:

CITY OF ROSEVILLE

Michelle Bertolino
Electric Utility Director
2090 Hilltop Circle
Roseville, CA 95747

CONSULTANT

Ken Cooper
Utility Automation Consultant
1532 W. Broadway, Suite 103
Madison, WI 53713

Either party may amend its address for notice by giving notice to the other party in writing.

20. Integrated Agreement. This is an integrated agreement and contains all of the terms, considerations, understanding and promises of the parties. It shall be read as a whole.

IN WITNESS WHEREOF, the City of Roseville, a municipal corporation, has authorized the execution of this Agreement in duplicate by its City Manager and attested to by its City Clerk under the authority of Resolution No. _____, adopted by the Council of the City of Roseville on the ____ day of _____, 20__, and CONSULTANT has caused this Agreement to be executed.

CITY OF ROSEVILLE, a
municipal corporation

POWER SYSTEM ENGINEERING, INC.,
a Wisconsin corporation

BY: _____
DOMINICK CASEY
City Manager

ATTEST:

BY: _____
SONIA OROZCO
City Clerk

BY: _____
its: Vice President Utility Authority

and

BY: _____
its: Board Secretary

APPROVED AS TO FORM:

BY: _____
ROBERT R. SCHMITT
City Attorney

APPROVED AS TO SUBSTANCE:

BY: _____
MICHELLE BERTOLINO
Electric Utility Director

EXHIBIT "A"



OMS & IVR Procurement

Proposal Prepared for:



January 4, 2019

Contact: Ken Cooper

cooperk@powersystem.org

Direct: 859-201-1008

Mobile: 859-621-0744

Fax: 608-222-9378

**400 Bellerive #150
Nicholasville, KY 40356**

www.powersystem.org



January 4, 2019

Sage Armstrong [via email: SArmstrong@roseville.ca.us]
Roseville Electric Utility
311 Vernon Street
Roseville, CA 95678

Subject: Proposal for OMS and IVR Procurement

Dear Sage:

Thank you for the opportunity to provide a proposal for assisting Roseville Electric Utility (Roseville) with procuring an Outage Management and IVR system (OMS/IVR).

PSE is seeing many utilities deploying OMS/IVR systems over the past several years. This has become the central system for operations to use in managing the distribution system given its connection to customer service, AMI, SCADA, and field crews.

PSE has developed extensive familiarity with OMS/IVR systems in the market. We feel confident that we can help provide the guidance Roseville needs to design and purchase a system that works well for the varied needs of your customers.

I look forward to speaking with you about this proposal. Feel free to give me a call (859-201-1008) or reach out to me via email at cooperk@powersystem.org. I look forward to speaking with you and walking through the services we've laid out here.

Sincerely,

Ken Cooper
Utility Automation Consultant

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1 OMS/IVR Procurement

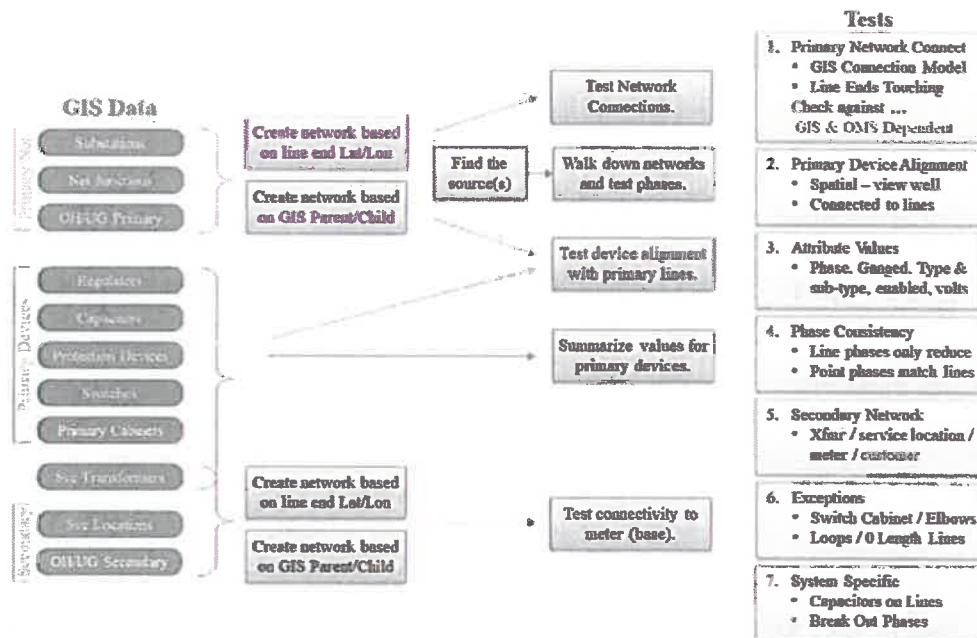
PSE's approach is described below. We begin with a brief evaluation of the readiness of Roseville's GIS, followed by the OMS/IVR procurement steps.

1.1 GIS Evaluation

Typically GIS provides the connectivity model that drives OMS systems. From the GIS, the OMS knows how to group outages and predict faults. PSE has developed a process to review the data content and connectivity of the GIS data, as illustrated in the figure below.

Although Roseville has a very good GIS, PSE would like to better understand the details in order to measure GIS readiness for OMS. This evaluation will help to lessen the charges by the vendor during conversion and testing. Vendors will charge for model corrections.

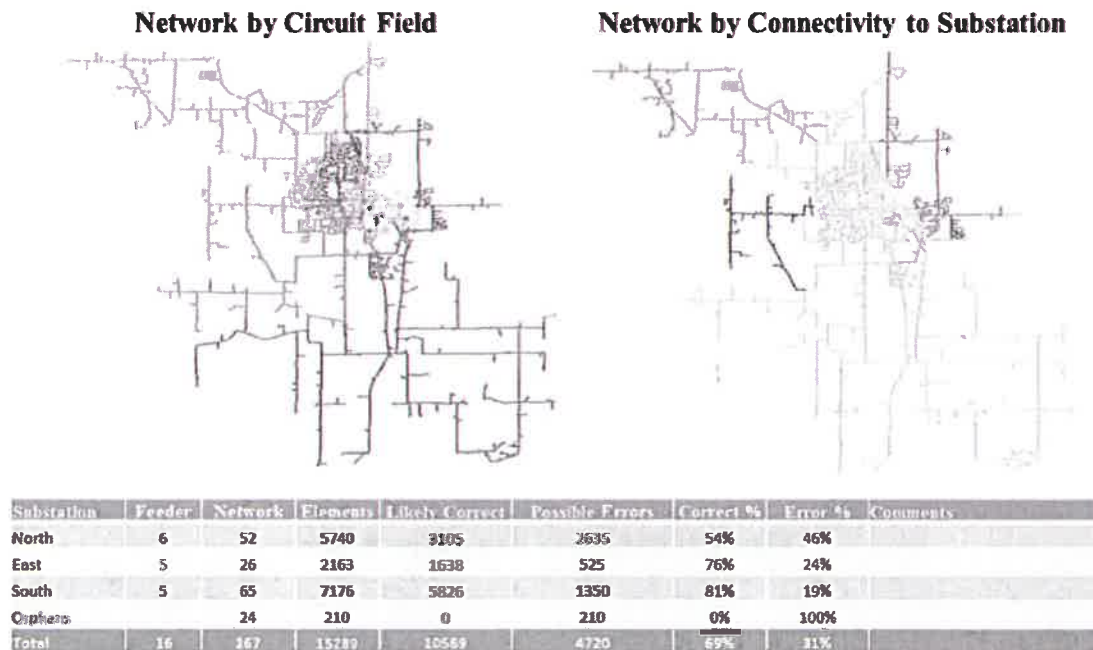
Figure 1: PSE's GIS Evaluation Process



The diagram below provides an example output from this analysis. Our analysis will cover:

- Connectivity of lines and point devices
- Completeness of attributes needed for OMS
- Indications of where the issues occur so that they can be found and fixed by a GIS technician.

Figure 2: GIS Evaluation (Sample Excerpt)



1.2 OMS/IVR Requirements Development

1.2.1 Technical Requirements

As a first step in preparing the Request for Proposal (RFP), PSE will work with Roseville to develop requirements unique to your OMS/IVR needs.

During past visits onsite with Roseville and conference calls, PSE gathered information for the technology work plan (TWP). This information should cover most if not all of the data needed for this project. As we develop the requirements, and as we work through this project as a whole, PSE will make efforts to maximize the information we have already gathered from this project to ensure efficiencies.

The table below shows a brief sample of the kind of requirements that are often included in an RFP. Vendors are required to indicate compliance or non-compliance with each of the requirements. We will also gain understanding of whether the functionality is included in the base cost or can be provided as an option with additional cost. This helps minimize surprises later on.

Table 1: Technical Requirements (Sample Excerpt)

#	Requirement
General Outage Reporting	
1	IVR Outage Report: The system must allow an outage to be reported by a customer through an IVR system.

2	IVR Existing Outage Report: The system must be capable of indicating to the caller whether they are part of an existing predicted outage when the IVR is taking the call.
Customer Service Interface	
3	Outage Entry Tool: The system must provide a call entry tool to allow customer service representatives (CSRs) to enter outage calls.
4	Customer Call History: The CSR Call Entry Tool must provide a list of previously reported outages (calls, IVR, AML) for the customers whose outage is currently being entered by the CSR. The history must be visible to the CSR while they are entering the call without having to go to a different screen. It must list date and time for each outage report or call for this customer.
5	Customer Outage Event History: The CSR Call Entry Tool must provide a list of previous outage events for the customer whose outage is currently being entered by the CSR. The history must be visible to the CSR while they are entering the call without having to go to a different screen. It must list date, cause and restoration time for each outage event for this customer.
Call Back / Notification	
6	Notification Entry: The system must allow a CSR to indicate whether or not a customer desire notification of changes in the outage status. The CSR must be able to independently record an alternate number for notification. The CSR must be able to independently record whether notification is required for changes to ERT (Estimated Repair Time). The CSR must be able to independently record whether notification is required upon restoration.
7	ERT Notification Limiting: Allows utility to control frequency of ERT update notifications to avoid too frequent of updates if ERT changes are made too rapidly.
8	Text Notification with Subscription: The system must support the use of text messages to perform notifications for an outage, change in ERT and restoration if the customer has signed up for text notifications with the utility.
Customer Portal	
9	Customer Outage Map: The system must provide a web-based outage map that geographically displays the service territory and highlights sections of known outages.
10	Outage Summary: The customer portal must be able to display the number of outages in areas throughout the territory.
Operations / Dispatch Event Management	
11	Event Management Tool: The system must provide a tool for operations and dispatch personnel to manage outage events. (Assign crews, updating ETR, etc.)
12	Outage Entry Tool: The system must provide an outage entry tool to allow operations personnel to enter outage calls using the same tool as they use for managing events.
13	Custom Classifications: The system must allow the utility to modify the lists of the following: 1) Outage causes (tree, animal, etc.) 2) Hazard types (line down, pole hit, etc.) 3) Event types (planned, unplanned, momentary, etc.)

Prediction	
14	Predicted and Confirmed Outages: The system must have the capability to reflect outage events created by the outage prediction process and have a status of “predicted” or “confirmed.” Predicted outages are those which cannot be verified by real-time system information confirmed by SCADA device operations.
15	Prediction Modes: The system must allow the operator to control whether prediction follows rules based on normal circumstances or abnormal circumstances such as a large storm.
16	Jumpers: The system must have the ability to add and remove temporary jumpers. The outage prediction must reflect changes based on these jumpers.
Dispatch Center Geographic Network View (Integration)	
17	Network View: The system must provide a geographic display of the distribution system that shows the following: - Single phase and 3-phase lines, - Protection devices, regulators, transformers and service transformers - Customer service locations (and associated meters) - Land base information including streets
18	Outage and Event Visualization: The network view must have unique indications for the following: - Outages depending on reporting method (CSR, IVR, AMI, field crew), - Protection device which opened for an event. - Crew assigned/Unassigned and GPS crew locations.
Crew Management	
19	Crew Assignment: The system must have the ability to manually assign one or more crews to an outage. It must allow crews to be assigned to multiple outages and allow the assignments to be prioritized.
20	Unassign Crews: The system must have the ability to “unassign” a crew or crews from an outage.
21	ERT Assignment: The system must allow the users to assign and modify ERT for an event.
Remote (Line Crew) User Interface	
22	Event Service Tool: The system must provide a tool to allow line crews to view and update information about outage events from a tablet or laptop computer in the field.
23	Web Based: The event service tool for line crews must be web-based and not require the installation of a client software tool. Please indicate what platforms the tool can run on (Windows, iOS, Android etc.).
24	Disconnected Crew Network Display: The tool must allow crew members to visualize a geographic network view of the system. It must display the network view even if a communications does not exist to the OMS server.
Executive Storm Management Dashboard	
25	Dashboard: The system must provide a summary view of outage related information to allow executives to manage major storm events.

26	Web Based: The dashboard must be web-based and not run from a client software tool installed on the user's computer or remote device.
27	Map: The dashboard must provide a geographic network view indicating the service territory, areas with outages, crew locations, and status of energized / de-energized circuits.
Integrations & Administration	
28	IVR Interface: The system must have the ability to provide an outage prediction process that utilizes, as inputs, the current state of the distribution network and event information in the form of an interface from an IVR system that associates a database look-up of the phone number to a physical address and meter location. Please provide information on the interfaces supported.
29	CIS Interface: The system must have the ability to provide an interface to the CIS such that; as updates are made to the CIS with new customer premise locations being added or existing premise locations being disconnected, it is reflected in the OMS within minutes. Please provide information on the interfaces supported.
Reporting	
30	Standard Reports: The system must have the ability to generate standard IEEE Reliability Index Reports for user supplied time frames and protection device. Reports must include the following:
31	System Average Interruption Frequency Index (SAIFI)
32	Customer Average Interruption Duration Index (CAIDI)
33	System Average Interruption Duration Index (SAIDI)

1.2.2 Integration Requirements

Integrations comprise the biggest component of an OMS/IVR installation. Understanding the capabilities and expectations for the utility are critical to having a successful installation.

We will work with Roseville to develop and confirm the integration requirements. A sample excerpt is shown below. Like the technical requirements, the integration requirements will also be tailored to Roseville's unique situation and needs.

Table 2: Integration Requirements (Sample Excerpt)

#	Requirement
IVR Interface	
1	IVR Interface: The system must provide an interface with the utility's Interactive Voice Response (IVR) system which provides the functionality described in this section.
2	IVR Restoration Notification List: The interface must have the ability to send a list of phone numbers to the IVR with a message indicating that power has been restored for those customers. The list must be limited to customers involved in the outage for which power has been restored and who indicated that they want to receive a voice message indicating restoration.
3	...

SMS Interface	
4	SMS Interface: The system must provide an interface with cellular carriers in keeping with the utility's SMS messaging agreements which provides the functionality described in this section.
5	SMS Updates and Restoration Notification: The interface must have the ability to send a message indicating that an update or power has been restored to a list of phone numbers. The list must be limited to customers involved in the outage for and who indicated that they want to receive an SMS message indicating restoration.
6	...
CIS Interface	
7	Periodic CIS Update: The interface must support periodic (i.e. daily or weekly) updates of customer information from CIS.
8	Individual Disconnect for Non-Payment Query: Indicate whether the interface provides the ability to query the CIS to determine whether an individual account has been disconnected for non-payment.
9	Periodic Disconnect for Non-Payment Query: Indicate whether the interface provides the ability to query the CIS at an administrator define periodic rate (i.e. 15 minutes) to determine whether any accounts have been disconnected for non-payment without requiring a refresh of the full CIS data.
10	...
Remote Call Center Interface	
11	Call Center Inbound Outage Call: The interface must have the ability to accept a reported outage from a Call Center. The interface must support receiving the following from the call center, - Account Number: Account Number as defined in CIS - Service Location: Location of the outage for that account - Notifications: Whether the caller wants to receive restoration or ERT updates for this outage.
12	Call Center Existing Outage Indication: The interface must have the ability to respond to a query from the call center indicating whether a service location is part of an existing outage. (This functionality enables the call center to indicate that the caller is part of an existing outage.)
13	...
AMI Interface	
14	AMI Outage Indication: The interface must have the ability to receive unsolicited messages indicating individual meters have lost power.
15	AMI Meter Ping: The interface must have the ability to ping an AMI meter to receive indication whether or not it has power. Indicate whether it supports sending multiple ping messages to the AMI system and asynchronously receiving responses indicating power status from individual meters.
16	...
GIS Interface	
17	Incremental Updates: The interface must be able to limit the network model updates which it imports to feeders which have been updated. Indicate whether the interface can recognize features with an updated date within a certain range.

18	Temporary OMS Settings: The interface must maintain temporary device settings when performing a GIS update. It must maintain as-switched states independent of normal switched state. It must maintain cuts and jumpers.
19	...
AVL Interface	
20	AVL Interface: The system must provide an interface with AVL vendors for tracking and viewing of vehicle locations.
21	AVL reports: The interface must have the ability retrieve data from AVL system or store locally vehicle for tracking position and performance.

1.3 RFP Development and Issuance

1.3.1 RFP Development

Once the requirements have been developed, PSE will create the OMS/IVR RFP document, which will include the technical and integration requirements discussed above, as well as the following key sections:

- Responsibility Matrix
- Normalized Pricing Sheet
- Terms and Conditions
- Training Requirements

1.3.1.1 Responsibility Matrix

Another critical component of successful system installation and deployment is agreeing upon the responsibilities of the supplier and the purchaser. PSE will clearly define important responsibilities upfront as part of the Request for Proposal. This helps ensure accurate pricing from vendors and a smooth contracting process with the selected supplier.

Below is small excerpt from a responsibility matrix which is similar in format to what will be provided for Roseville.

Table 3: Responsibility Matrix (Sample Excerpt)

#	Description	Responsibility	
		Vendor	Utility
1	System Development		
1.1	Provide list of data required in GIS for development of OMS.	x	
1.2	Update GIS model as needed including updates to field devices needed for OMS model.		x
1.3	Provide interface to GIS for development of the OMS connectivity and electrical model		x

#	Description	Responsibility	
		Vendor	Utility
1.4	Build OMS connectivity model.	x	
1.5	...	x	
2	Integrations		
2.1	GIS: Integrate with the utility's GIS system.	x	
2.2	CIS: Integrate with the utility's CIS system.	x	
2.3	...		
3	Installation & System Acceptance Testing		
3.1	Install server and workstation hardware.		x
3.2	Provide System Acceptance Test plan which meets RFP requirements	x	
3.3	...		
4	Training		
4.1	Provide administrator training for the OMS administrators.	x	
4.2	Provide onsite operator training.	x	

1.3.1.2 Normalized Pricing Sheet

In order to normalize pricing from many vendors, PSE's RFP requires bidders to insert their prices according to a standard format.

Below is a sample excerpt from a standard pricing sheet included in the RFP.

Table 4: Normalized Pricing Template (Sample Excerpt)

#	Item Description	Supplier Description	Qty.	Unit	Total
A. Master					
1. Software Costs					
	Software License				
	...				
<i>Total Software Costs</i>					
2. Hardware Costs					
	Primary Control Center Hardware				
	Backup Control Center Hardware				
	...				
<i>Total Hardware Costs</i>					
3. Engineering Services					
	System Engineering				
	Import of Customer GIS data				
	Factory Acceptance Test				
	...				
<i>Total Engineering Services Costs</i>					
4. Onsite Services					
	Hardware Installation				
	Integration with AML, CIS, ...				
	System Acceptance Testing				
	...				
<i>Total Onsite Costs</i>					
<i>Total Base System Costs</i>					

#	Item Description	Supplier Description	Qty.	Unit	Total
Post Installation Service Contracts					
	Annual Support and Software Upgrade				
	Vendor Patch Maintenance				
	Vendor Engineering Services				
	...				
<i>Total Post Installation Service Costs</i>					

1.3.1.3 Terms and Conditions

PSE will supplement Roseville's standard terms and conditions with additions that we have historically found beneficial. Roseville will be required to have these reviewed by its attorney.

We find that including terms and conditions in the RFP positions the purchaser more strongly rather than the utility having to make exceptions to the vendor's conditions.

PSE's additions will include a proposed milestone payment schedule based on identifiable completion of project phases. The table below is an example of a milestone payment schedule used for an OMS contract.

Milestone	Milestone Description (key reference section)	Milestone Payment	Cumulative Payment
I	Contract Execution	X %	X %
II	Complete System hardware engineering. Order server and network equipment.	X %	X %
III	Complete FAT, cleanup, and ship system to Roseville.	X %	X %
IV	Completion of installation of OMS hardware on site.	X %	X %
V	Complete integration with remote systems.	X %	X %
VI	Complete System Acceptance Testing	X %	X %

1.3.1.4 Training

PSE will ensure that the RFP clearly states what training is required by the vendor. Typically, vendors divide the training into onsite training and training classes held at their facility. The onsite training is typically focused on operators and is done during the installation phase.

Vendor facility training classes are typically appropriate for administrators of the system including engineers and IT personnel who will update and maintain the system.

1.3.2 RFP Issuance and Management of Bidding Period

Once the RFP is finalized, PSE will issue the document to vendors pre-approved by Roseville. We will handle communications with vendors during the bidding period and act as the primary point of contact for questions. PSE will respond to written questions in the form of formal addenda, which will be reviewed and approved by Roseville prior to distribution to all vendors on the bidders' list.

1.4 Evaluation, Vendor Selection, and Contracting

PSE will receive proposals and lead the evaluation with Roseville.

1.4.1 Evaluation

PSE will assist Roseville by ranking each vendor's performance in critical categories and summarizing the reasoning behind those rankings. We will facilitate a discussion of this evaluation via webinar.

From this, Roseville will be able to see which vendors should be shortlisted for further consideration.

There is no single correct answer regarding which vendor to choose. Rather, PSE has found that the final decision comes from a combination of various factors. A sample of PSE's evaluation summary table is shown below.

Table 5: Evaluation Summary (Sample Excerpt)

	Category	dataVoice	GE	KUBRA	Mitsco	mPower	OSI	Sensus	Survallent
Bronze	Customer Web Outage Map	Full Outage Map with App Optional	No details provided	Multi-tenant Web map based on a customer outage ID and location		Full Outage Map	Yes	Not a customer facing map	Yes
	Pushed Notifications	Yes	No details provided	Push system for SMS, voice, e-mail and other notifications			Yes	Customers & personnel can receive alerts for alarms.	Yes
	GIS Call Handling	Haris NorthStar Partner, strong tool with map, outage status, call history, OMS status	No details provided		No / Discontinuation	Minimal call taking screen.	Yes		Yes
	Existing Experience (with level)	Many Years	New to small solutions	3-4 Years - Very large utilities	Many Years	6 years of Integrator / OMS	3-4 years OMS		3-4 years OMS
Price Range		\$6			\$	\$			\$\$\$\$
Silver	GIS - Outage Prediction	Strong prediction rules	GE OMS (Alstom / PowerOn) have very strong tools		Strong prediction rules	Not on table map. Can change a window from open to closed - look at pricing	Strong prediction rules.		Strong prediction rules.
	Dispatch Tools	Strong dispatch tools.	GE OMS (Alstom / PowerOn) have very strong tools		Strong dispatch tools.	Single function screen for managing crews.	Strong dispatch tools.		Strong dispatch tools
	Existing Experience (with level)	Yes	Strong with large utilities						
	Price Range	\$\$\$\$			\$\$\$	\$\$\$	Strongest \$2 on table		\$\$\$\$
Gold	Mobile Crew Tools	Strong crew tablet Apps	Indicated - but no details provided		Strong Crew tablet Apps	Crew tool is a Windows program.			Crew tools is a windows program
	IVR & Text Notifications	Also offer IVR	Indicated - but no details provided		Also offer IVR		Only prediction notification		Supported
	Existing Experience (with level)	Yes	Strong with large utilities						
	Price Range	\$\$\$\$			\$\$\$\$	Strongest \$2 on table			\$\$\$\$
Overall Comments		Based on a Customer Outage (IVR/OMS) foundation.	Large SCADA vendor reaching down into OMS	Large customer experience solution provider offering alternative	Based on EA / OMS foundation.	Based on a GIS visualization tool. Does not support switch changes, ...	Traditional SCADA vendor expanding into OMS	Based on Sensus AMI Regional Network Interface (AMI) / Sensus Analytics	Traditional SCADA vendor expanding into OMS

1.4.2 Shortlisted Vendor Demonstrations (Onsite)

PSE recommends that Roseville host shortlisted vendor demonstrations prior to making a final vendor decision. Each shortlisted vendor will demonstrate an overview of the proposed system during an onsite presentation to Roseville personnel. PSE will be available to facilitate the meeting

and ask questions based on our evaluation and understanding of the competitiveness of each proposed solution.

Vendor demonstrations will be based on an agenda created by PSE that focuses on Roseville's unique situation and needs. We plan to allow approximately four (4) hours for each vendor presentation, which includes time for internal follow up discussions. PSE will plan for two vendors per day for vendor meetings.

A sample excerpt from an onsite vendor demonstration is shown below.

Table 6: Vendor Demonstration Agenda (Sample Excerpt)

#	Topic	Time
1	Company Overview and Introductions • Deployment Team and Experience • Similar Utility Projects	15 minutes
2	Scenario #1: Small Outage Show the operation of your software for a small outage of ~10 customers. Please cover the following: • <u>Outage</u>: AMI sends outage notification from meters (50% of meters report the outage). OMS predicts faulted device based on this. ○ Initial 2-3 meters reporting are on a single transformer. ○ 2-3 minutes later more meters indicate the outage is beyond a single transformer, changing the prediction. • <u>Customer Facing Web Map</u>: ... • <u>Crews</u>: Please demonstrate how: ○ Crews are notified of outages. ○ ... • <u>Closure</u>: ...	30 minutes
3	Scenario #2: Large Outage Show the operation of your software for two outages of ~500 customers each on different subs. Please cover the following: • <u>Outage</u>: AMI sends outage notification from meters (50% of meters report the outage). OMS predicts faulted device based on this. ○ Initial 200-300 meters reporting are on two fused single-phase taps. ○ 2-3 minutes later more meters indicate the outage is from a hydraulic recloser, changing the prediction. • <u>Customer Notification</u> ... • <u>Customer Calls</u> ... • <u>Operations</u> ... • <u>Restoration</u> ...	30 minutes

#	Topic	Time
4	Additional OMS Capabilities Demonstrate additional OMS functionality that could be enabled. • <u>Text In Outages</u>: How customers could text in an outage. • <u>Crew App</u>: Demonstrate additional functionality of the crew tool: ○ ...	15 minutes
5	Future Capabilities Demonstrate additional functionality beyond OMS that could be enabled with your system in the future. • <u>IVR</u>: Demonstrate IVR functionality that your company can offer. ○ Automated call taking ○ Outbound messaging • <u>Advanced Operations</u>: Demonstrate functionality that you can offer: ○ ...	30 minutes
6	System Architecture • ...	30 minutes
7	Integrations • ...	1 hour

1.4.3 Vendor Selection and Contracting

Following the onsite vendor demonstrations, PSE will support Roseville in final selection and contract negotiations.

Note that PSE will not be primarily responsible for contract signature. PSE will make technical recommendations on vendor contract terms; however, ultimate contract negotiation is between Roseville and the vendor.

2 System Implementation

Following contracting with the selected vendor, PSE could also support Roseville in the implementation phase. Below are tasks that PSE can provide during implementation.

PSE has not proposed any fees for services to support implementation. Without specifics yet of the capabilities of the vendor it is difficult to provide an allocation of how those services would be used. Should Roseville desire, they may wish to contract further for PSE's assistance for some of the items below.

2.1 Integration Support

PSE can assist Roseville in designing the integrations to various systems such as CIS, AMI, IVR, SCADA, and local tele-communications system. This can involve:

- Configuration of MultiSpeak services needed to support desired functionality.
- Design of custom adapters for web services, flat files and database interfacing.
- Development of MultiSpeak adapter interface to non-MultiSpeak services.
- Coordination with telephone system vendor.

In addition, we can support Roseville in working with your CIS or other vendors on any integrations that are necessary on their side.

2.2 System Acceptance Testing

PSE can work with Roseville and the vendor during System Acceptance Test (SAT). We can assist in troubleshooting as necessary and represent Roseville in verifying that the vendor provides the functionality required in the contract.

At this point in the installation, most of the major troubleshooting and integration issues have been resolved. PSE can monitor the SAT performed by the vendor. This would include verification of major system operations.

EXHIBIT “B”

3 Project Cost

The table below provides estimated cost for each of the components described above. This estimate is based on PSE's current understanding of Roseville's needs and the anticipated level of effort required.

Costs for OMS/IVR Procurement:

Category	Base Labor Cost	Additional T&M	Trips	Travel Cost
GIS Evaluation	\$4,000	None	0	\$0
OMS/IVR Requirements Development, RFP Development and Issuance	\$21,000	None	1 Trip (2 people)	\$3,500
Evaluation, Vendor Selection, and Contracting	\$17,000	See below	1 Trip (1 person, 3 days)	\$1,750
Total for RFP	\$42,000			\$5,250

Costs for Optional System Implementation:

Category	Base Labor Cost	Additional T&M	Trips	Travel Cost
System Implementation (Optional)	\$23,000	See below	2 Trips	\$3,500

Travel Costs are an estimate only. Only actual costs would be passed through to the client. Should any additional travel beyond the proposed trip(s) listed become necessary, no arrangements will be made until approved by PSE and Roseville.

PSE will remain flexible to adjust the scope of services as required by Roseville. Should the evolution of this project necessitate work outside this scope or for additional cost, no work would be performed without Roseville's authorization.

Several time and materials options have been included:

- Contracting: PSE has included 20 hours for contracting support in the above project costs. We believe this is reasonable. However, if negotiations with a vendor extend significantly and exceed this amount, PSE can continue to provide support on a time and materials basis.

- **System Implementation:** PSE has included the following for system implementation.
 - **Project Kickoff & System Acceptance Trips:** We have included two 2-day trips, one at the kickoff of the implementation and one at acceptance testing. We believe this is reasonable for onsite activities.
 - **Engineering Support:** We have included 60 hours of engineering time to guide the integrations. If development of adapters or in-depth engineering for integration are needed, PSE can provide additional support on a time and materials basis.

If the implementation requires significant development work, PSE can continue to assist on a time and materials basis.

PSE's hourly rates are shown in the table below.

Staff Name	Title	Hourly Rate
Jim Weikert	Vice President of Utility Automation and Communications	\$195
Ken Cooper	Utility Automation Consultant	\$175
Logan Suhr	Senior GIS Analyst	\$125
Cynthia Studner	Project Coordinator	\$125



COUNCIL COMMUNICATION

CC #: 9791

File #: 0102-04, 0103-04-02, 0103-05-02, 0103-06-02, 0103-07-02, 0103-08-02, 0103-09-02, 0103-12-02

Title: City Council/Boards and Commissions Administrative Standards and Municipal Code Updates
Contact: Helen Dreyer 916-774-5356 hdreyer@roseville.ca.us

Meeting Date: 2/20/2019
Item #: 6.19.

RECOMMENDATION TO COUNCIL

Adopt a resolution approving an update to the City Council, and City board and commission meeting procedures; and introduce for first reading an ordinance to update the corresponding municipal code sections.

BACKGROUND

Staff has consolidated the individual meeting procedures of the City Council and the City's thirteen boards, commissions, and committees into one Administrative Standards document. Since all public bodies are subject to the Ralph M. Brown Act and the City's boards, commissions, and committees must all adhere to the same City policies, consolidating the meeting procedures is more efficient and lends to a uniform frame for conduct. While the meeting procedures of the City Council, Board of Appeals, Personnel Board, and the Youth Sports Coalition have been incorporated into the Administrative Standards document, they have unique aspects to them which require portions of their procedures to be called out specifically. In addition to consolidating the meeting procedures, the following minor changes and clarifications were made, requiring the municipal code to be updated:

- Simplified the attendance policy;
- Updated to reflect the current name of the Transportation Commission from the Public Transportation Commission;
- Updated to reflect the current name of the Grants Advisory Commission from the Roseville Grants Advisory Commission;
- Updated to reflect the current name of the Senior Commission from the Roseville Senior Commission;
- Removed antiquated language pertaining to the Personnel Board, Parks and Recreation Commission, and the Library Board;
- Expanded language regarding who cannot serve on the same board/commission at the same time.

FISCAL IMPACT

There is no fiscal impact associated with this request.

ECONOMIC DEVELOPMENT / JOBS CREATED

There is no economic development impact or jobs created from this request.

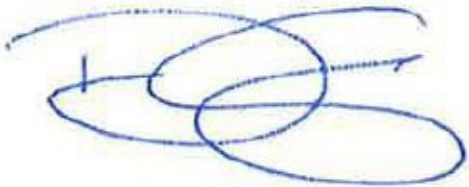
ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment (CEQA Guidelines 15061(b)(3)). The updating of meeting procedures does not include the potential for a significant environmental effect, and therefore is not subject to CEQA.

Respectfully Submitted,

Helen Dreyer, City Clerk Technician

Sonia Orozco, City Clerk

A handwritten signature in blue ink, appearing to read 'Dominick Casey', with a stylized, overlapping loop structure.

Dominick Casey, City Manager

ATTACHMENTS:

Description

Resolution No. 19-48

Meeting Procedures

Appendices I-VII

Ordinance

RESOLUTION NO. 19-48

APPROVING THE CITY COUNCIL/BOARDS AND COMMISSIONS
ADMINISTRATIVE STANDARDS

WHEREAS, the Roseville City Council as well as all of the City Boards and Commissions, have adopted Rules of Procedure to assist in the orderly conduct of the public's business; and

WHEREAS, staff has consolidated the individual meeting procedures of the City Council and the City's thirteen boards, commissions and committees into one Administrative Standards document; and

WHEREAS, the City Council desires to adopt the Administrative Standards documents to reflect current practices; and

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Roseville that the City Council/Boards and Commissions Administrative Standards are hereby adopted, as shown in the copy on file in the City Clerk's department.

PASSED AND ADOPTED by the Council of the City of Roseville this ____ day of _____, 20__, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

MAYOR

ATTEST:

City Clerk



City of Roseville

City Council/ Boards & Commissions Administrative Standards



February 5, 2019



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Purpose

This handbook shall serve as the administrative standards for all City of Roseville boards, commissions, and City Council members so that expectations and practices are clearly articulated to guide members in their actions and to provide a uniform frame for conduct. Informational appendices are included.

City overview

Form of government

The City of Roseville charter, adopted in 1954, establishes a council-manager form of municipal government. (Appendix I)

City Council

The five (5) member City Council, which is comprised of four (4) members and the mayor, enacts legislation, adopts budgets, and determines policy.

City Manager and department heads

The City Manager is appointed by the City Council. The City Manager is responsible for the day-to-day management of the city and supervises the organization through department heads. Department heads are appointed by and report directly to the City Manager.

City Attorney

The City Attorney provides legal advice and support to the City Council and Boards and Commissions on the legal propriety of proposed actions, prepares and/or reviews all ordinances, resolutions, contracts, and other documents, represents the city in civil litigation and acts as liaison to outside special counsel.

City Clerk

The City Clerk conducts elections to elect City Council members and recruits board and commission members, establishes and tracks compliance of mandatory training, maintains all city records and securities, prepares agendas and minutes for the City Council, and provides City Council action follow-up.

Staff

City staff, under the direction of the City Manager, is responsible for carrying out the policies and actions of the City Council and implementing the programs and services set out in the budget and identified in the City Council's annual goals.

Boards and Commissions

Boards and commissions are established to provide a method for citizen input and are ancillary to the City Council. All boards and commission members shall serve without compensation. The City of Roseville has 14 boards and commissions: Board of Appeals, Charter Review Commission*, Design Committee, Economic Development Advisory Committee, Grants Advisory Commission, Library Board, Parks & Recreation Commission, Personnel Board, the Placer Mosquito Abatement & Vector Control District**, Planning Commission, Public Utilities Commission, Senior Commission, Transportation Commission, and Youth Sports Coalition.

**Charter Review Commission is a temporary commission that each decade reviews the entire city charter.*

***Placer Mosquito Abatement & Control District is comprised of five Placer County regional trustees. The City Council appoints one individual to serve as one of the five regional trustees.*

Membership

Eligibility

Roseville residents who apply for a board or commission position must be a registered voter, with the exception of youth members under the age of 18.

Individuals can only serve on one City of Roseville board or commission at a time.

Relatives (spouses, siblings, parents, domestic partners, co-habitants, and children) cannot serve on the same board or commission at the same time.

Incompatibility of office

An individual cannot hold two conflicting public offices. Be aware that acceptance of one governmental board appointment may result in the automatic forfeiture of another public seat.

Structure of terms of office

Members of the boards and commissions serve staggered terms of four years.* No member shall serve more than two consecutive terms per board or commission. In the event a person is appointed to fill an unexpired term the appointment to fill said unexpired term will be considered a partial term and will not be counted as one of the two full consecutive terms.

**Members of the Economic Development Advisory Committee serve two-year terms. There are no limitations on the number of consecutive terms a member of the Economic Development Advisory Committee may serve.*

If at the expiration of an eligible member's term the City Council has not yet appointed a replacement, the member may continue to serve on a month-to-month basis until a replacement is appointed.

Youth members

The City Council may appoint a high school student that is a resident of Roseville as a voting or non-voting member of the Grants Advisory Commission, Library Board, Parks & Recreation Commission, and the Transportation Commission. Such member shall serve only during his or her enrollment in high school and for a one-year term. Such member may be re-appointed for a second term. Youth members must be enrolled in high school during the entirety of their term. Youth members may not serve as chair or vice chair of the board or commission.

Appointment policy

Procedure

If a vacancy on any board or commission occurs because of resignation, death, moving from the city, removal from office, ineligibility for re-appointment, etc. the following procedure will be used:

- The City Clerk will advertise the vacancy in the city's legal newspaper and on the city's website, and will notify the Roseville Chamber of Commerce, and the Roseville Coalition of Neighborhood Associations of the vacancy;
- The City Clerk will establish a deadline for receiving applications;
- Applications received after the deadline will not be accepted;
- If fewer applications are received than twice the number of openings, the City Clerk may establish a new application deadline and the vacancy re-advertised as described in the first bullet point;
- The City Clerk will conduct video interviews of all applicants;
- Applications and video interviews will be provided to the City Council;
- If a new vacancy occurs after an application deadline and before an appointment is made, a new application process will not be re-advertised;
- City Council will cast their vote at a pre-designated meeting date via ballots;
- Ballots and applications of successful applicants are made part of the record and kept on file and made available for public review upon request

Position requirements

Oath of office

Before attending a board or commission meeting, every new member shall take the oath of office stating that he/she will faithfully discharge the duties of the board or commission to which appointed.

New member training

New board and commission members shall receive general and commission-specific training from the City Clerk Department and from the staff liaison before beginning their term.

Conflict of Interest Code

Under the Political Reform Act of 1974, all public agencies are required to adopt a Conflict of Interest Code. The code designates positions required to file Statement of Economic Interests, and assigns disclosure categories specifying the types of interests to be reported. The City of Roseville designates members of the Economic Development Advisory Committee, Grants Advisory Commission, Planning Commission, Public Utilities Commission, and Transportation Commission as required filers of an Assuming, Annual, and Leaving Form 700 Statement of Economic Interests. State law requires a fine be assessed for those who fail to file required Fair Political Practices Commission documents. If a board or commission member fails to file an Assuming Office Form 700 Statement of Economic Interests for more than thirty (30) days after the final filing date, the member will be disqualified from any participation in the meetings or other activities of the board or commission until the member both files the required Statement of Economic Interests and pays any fines associated with the failure to file. If the member fails to file and/or pay the associated fine for more than sixty (60) days after the final filing date, the member shall be removed from the board or commission by City Council action.

Unclassified service

As provided by the charter, members of boards and commissions are considered unclassified employees and are therefore required to comply with City of Roseville Administrative Regulation 2.03 – HARASSMENT, DISCRIMINATION, AND RETALIATION PREVENTION POLICY (Appendix II); and Roseville Administration Regulation 2.14 – ACCEPTANCE OF GIFTS AND GRATUITIES BY CITY EMPLOYEES. (Appendix III)

Ethics training

Assembly Bill 1234 imposes ethics training and compensation and reimbursement requirements on cities, counties, and special districts. For officials and board and commission members serving on or for a local agency, AB 1234 requires two (2) hours of ethics training within one year of appointment.* Thereafter, two (2) hours of ethics training every two years. Notification of this online training will be provided by the City Clerk Department. Failure to complete the online training shall result in removal from the board or commission.

**Youth Sports Coalition members are exempt from this requirement since appointments to the coalition are made by the youth sports member organizations and not the City Council.*

Sexual harassment training

Assembly Bill 1661 imposes sexual harassment prevention training requirements on cities, counties, and special districts for officials serving on or for a local agency. Notification of this online training will be provided by the City Clerk Department. Failure to complete the online training shall result in removal from the board or commission. In addition, the Department of Fair Employment and Housing requires all California employers to provide employees and volunteers the Department's sexual harassment pamphlet. (Appendix IV)

Social media

Statements and opinions using social media including, but not limited to Twitter, Facebook, Nextdoor, or professional networks like LinkedIn, must remain personal and cannot be intended as representing the city's nor the board or commission's official position.

Dress code

Board and commission members are expected to portray a positive and professional image and are expected to wear clean and appropriate business attire:

Men: Shirt and tie or sweater and tie, slacks, collared shirts (sport coat or suit optional)

Women: Dress, suit ensemble (skirt or pant), skirt and blouse, dress slacks

Logo and materials

To reflect the official nature of the board or commission and to preserve consistency of the city brand, only the official city logo that contains the words "City of Roseville", shall be used on board and commission materials.

Attendance policy

It is the expectation that board and commission members attend all meetings. If a board or commission member is absent without excuse a total of 25% or more meetings in a rolling 12-month period, or more than one meeting in a rolling 12-month period if the board or commission meets quarterly, he or she shall forfeit the office. The secretary of each board or commission shall transmit the absences to the City Clerk. Excused absences from meetings may be for any of the following reasons:

- Illness of the member or the member's family member;
- Family emergency related to illness or injury;
- Business commitment, notice of which was provided to the chair and secretary in advance;
- Previously scheduled vacation, notice of which was provided to the chair and secretary in advance;
- Attendance at a funeral, religious service or ceremony, wedding, or other similarly significant event, notice of which was provided to the chair and secretary in advance.

Removal from office

Except when otherwise provided by law or the City of Roseville charter, the members of the boards and commissions of the city serve at the pleasure of the City Council, and may be removed by City Council at any time with or without cause. A member's removal shall be by majority vote of the City Council.

Resignation

A member of a board or commission who wishes to resign prior to completing the member's term shall send a resignation letter to the City Clerk who shall notify the City Council and begin the recruitment process.

Safety information

- The dais is bullet resistant, the staff table is not;
- There are two panic buttons: One at the center of the dais and one in the media control room. The side-by-side buttons on the individual component should be pressed simultaneously and the signal is then sent to Roseville dispatch;
- An automated external defibrillator (AED) and a cardio pulmonary resuscitation (CPR) mask are mounted on the wall next to the media control room;
- In case of an emergency, the chair should adjourn the meeting and advise everyone to exit through the double doors and gather across the street.

Roles and responsibilities

Liaison

An employee of the city designated by a department head or the City Manager serves as liaison to the boards and commissions. The liaison is appointed from the department which most nearly encompasses the board or commission's activities. The liaison provides procedural direction and serves to help resolve questions of the board or commission.

Secretary

An employee of the city designated by a department head or City Manager serves as secretary to the boards and commissions. The secretary is appointed from the department which most nearly encompasses the board or commission's activities. The secretary assists in the board or commission's functions.

While the liaison and secretary roles are to assist the board or commission, the liaison, secretary and other staff are not employees of the board or commission. At all times, staff is strictly reportable to the department head and City Manager.

Chair

The chair and vice chair shall be selected by the board or commission members at a January or July meeting, or as soon thereafter as is practicable. Any voting member of the board or commission, except a youth member, can serve as chair. The length of a term for the chair and vice chair shall be one (1) year. However, there are no limitations on the number of consecutive terms the chair or vice chair may serve.

The chair is the presiding officer of the meeting. In the absence of the chair, the vice chair shall be the presiding officer of the meeting. In the absence of the vice chair, a temporary chair shall be selected from among the other members present, with priority given to seniority, and shall be the presiding officer of the meeting. Upon the arrival of the chair or vice chair, the temporary chair shall relinquish the chair immediately upon the conclusion of the item of business before the members.

The chair shall preserve order at all official meetings of the board or commission and shall decide all questions of order without debate, subject to advice from the City Attorney or City Attorney designee. The chair may not make any motion, but may second a motion. The presiding officer shall have all other rights and privileges of a board or commission member.

Additional role of the chair

- Attend City Council meetings as needed to represent the board or commission;
- Call a meeting to order and propose adjournment;
- Call for discussion and vote on motions;
- Clarify or request clarification of motions made by members;
- Rule whether motions are out of order;
- Interpret and enforce any meeting management bylaws or rules of procedure;
- Call members to order if they disregard rules of procedure or decorum for the meeting;
- Ensure that meetings are conducted in an efficient and productive manner.

Board and commission members

When the board or commission is in session, the members must preserve order and decorum. No member shall, by conversation or otherwise, delay or interrupt the proceedings or the peace of the board or commission, disturb any member while speaking, or refuse to obey the orders of the board or commission or its presiding officer.

A board or commission member is expected to:

- Attend scheduled meetings;
- Prepare in advance of meetings and be familiar with issues on the agenda;
- Contact the staff liaison if there are questions;
- Fully participate in meetings and carry out assignments;
- Use community members to obtain feedback on topics under consideration;
- Be considerate of fellow members and staff;
- Not direct staff;
- Not speak for the board or commission unless authorized by the board or commission;
- Not speak for the city unless authorized to do so by action of the City Council.

Limitations

Limited reports and comments at the end of the agenda are permissible as long as no action is taken.

Other persons

Persons addressing the board or commission shall step up to the podium and may, though not required, give their name for the record. All remarks shall be addressed to the body as a whole and not to any member thereof. No person, other than a member of the board or commission, staff liaison, or the person having the floor, shall be permitted to enter into any discussion without the permission of the presiding officer.

Any person making personal, impertinent or slanderous remarks, or who shall become boisterous while addressing the board or commission, shall, by the presiding officer, be barred from further audience before the board or commission during that meeting, unless permission to continue is granted by consensus of the board or commission. (Appendix V)

Spokesperson for group of persons

Whenever any group of persons wishes to address the board or commission on the same subject matter, it shall be proper for the presiding officer to request that a spokesperson be chosen by the group to address the board or commission and, in case additional matters are to be presented at the time by any member of said group, to limit the number of persons addressing the board or commission, so as to avoid unnecessary repetitions. The presiding officer may set a time limit for each side of the issue.

Meeting procedures

These meeting procedures shall pertain to all City of Roseville boards, commissions, committees, and the City Council. To the extent these procedures do not address an issue of parliamentary procedure for legislative body meetings, "Rosenberg's Rules of Order: Simple Parliamentary Procedures for the 21st Century" shall apply. (Appendix VI)

Other guiding documents

- The City of Roseville Charter, Roseville Municipal Code, and state statutes will govern board and commission activities.
- Parliamentary Procedure dictates the body of rules, ethics, and customs governing meetings and other operations of clubs, organizations, legislative bodies, and deliberative assemblies.
- The Ralph M. Brown Act is an act of the California State Legislature, authored by Assembly member Ralph M. Brown and passed in 1953, that guarantees the public's right to attend and participate in meetings of local legislative bodies. (Appendix VII)

Meetings

Regular meetings

If a regular meeting date falls on a legal holiday, the meeting shall be held at the same hour, same day the following week or may be canceled.

Special meetings

Special meetings may be called by staff, the chair, or a quorum of voting members of the board or commission. Notice of the special meeting must be provided to the board or commission members at least twenty-four (24) hours in advance.

Business transacted at any special meeting shall be limited to the subjects recited in the notice of the special meeting.

Adjourned meetings

Any regular or special meeting may be adjourned (continued) to a specified time and place.

Recess of a meeting

A recess of a meeting may be called at the discretion of the presiding officer.

Closed session

Prior to holding a closed session, the City Council or Personnel Board shall disclose, in an open meeting, the item or items to be discussed in the closed session as they are listed on the agenda and may only consider those matters. The City Council or Personnel Board shall publicly report any action taken in closed session and the vote or abstention of every member present thereon as required by state law. No other board or commission shall conduct a closed session without the prior written consent of the City Attorney.

Quorum

A quorum is more than half ($1/2 + 1$), of all voting members of the entire board or commission. A quorum is based on the number of voting members of the full board or commission. In the absence of a quorum, a lesser number of members of the board or commission secretary must adjourn the meeting after fifteen (15) minutes have passed. In addition, if a quorum is lost during the meeting due to a departure of a member(s), a lesser number of members of the board or commission secretary must adjourn the meeting.

Meetings of a majority of members

A meeting is a congregation of a majority of the members of a board or commission at the same time and place to hear, discuss, deliberate, or take action on an issue in the subject matter jurisdiction of the board or commission. Even if no action is taken, a gathering may constitute a meeting. This includes informal gatherings and electronic communications, with or without public attendance or city sponsorship.

The following situations would not be considered a meeting if a majority of the board or commission members attend as long as: (1) matters within the board or commission's jurisdiction are not discussed, unless they are part of the program; and (2) program or events are open to the public:

- Open and publicized local public meeting;
- Open, noticed meeting of another body;
- Social or ceremonial event;
- Open, noticed meeting of a standing committee (can attend but cannot participate);
- Individual contacts or conversations among less than a majority of the members and a member of the public.

Although the above examples are generally not considered meetings, the City Attorney should be consulted prior to a majority of the board or commission members attending a “non-meeting.” It is often advisable to notice the meeting or limit the attendance to less than a majority of the members.

Agenda items

The order of business at all regular meetings shall be as follows:

- Call to Order
- Roll Call
- Pledge of Allegiance
- Public Comments
- Consent Calendar
- Requests / Presentations (and public hearings)
- Board Member / Commissioner / Staff Reports
- Adjournment

Call to Order

The presiding officer of the board or commission shall take the chair precisely at the hour appointed for the meeting, and shall call the meeting to order.

Roll Call

The roll of the members shall be called by the board or commission secretary and the names of those present shall be entered into the minutes.

Public Comments

Public Comments is intended to allow the public to address the board or commission on matters not listed on the agenda. Individual comments shall be limited to three (3) minutes and shall not exceed a total of 25 minutes, unless such time is extended by the presiding officer. The presiding officer shall not permit the public to address items which are listed elsewhere on the agenda or which are not within the subject matter jurisdiction of the board or commission. The board or commission shall not engage in debate regarding, or take any action on, any matter brought under Public Comments except to refer the matter to staff or to determine that the matter should be included on a future agenda for debate and action.

Consent Calendar

The Consent Calendar consists of items that are routine or noncontroversial in nature. The entire calendar is intended to be acted on in one motion on a roll call vote. Any member of the board or commission, staff, or the public may remove an item from the Consent Calendar for further discussion. Items removed from the Consent Calendar for further discussion shall be discussed separately following the approval of the remaining items on the Consent Calendar. If a member of the board or commission has a question or wishes to remove an item from the Consent Calendar they should call the staff liaison to the board or commission no later than noon the day of the meeting. The staff liaison will determine if the item can be handled after the Consent Calendar or if it needs to be held over to the next meeting. The staff liaison shall so inform the presiding officer.

Requests / Presentations

Requests/presentation items include presentations by staff or others, which may prompt discussion and/or action by the board or commission.

Public hearings

Public hearing items include opening the public hearing, presentation by staff, presentation by applicant or appellant, and testimony from the public.

The order of business at public hearings shall be as follows:

- Open public hearing by presiding officer
- Presentation by staff
- Presentation by applicant (unless applicant is appellant)
- Presentation by appellant
- Open public comment by presiding officer
- Public comment
- Close public comment by presiding officer
- Rebuttal by appellant
- Rebuttal by applicant (unless applicant is appellant)
- Close public hearing by presiding officer
- City Council/board/commission deliberation
- City Council/board/commission action

Board Member / Commissioner / Staff Reports

Board Member / Commissioner / Staff Reports is designed for members of the board or commission and staff to report on individual assignments or to request that an item be placed on a future agenda. The latter requires a consensus of the board or commission. Individuals are allocated five (5) minutes apiece, for comments.

Adjournment

A motion to adjourn shall not be debatable. It shall be in order at any time, and;

- Cannot interrupt a speaker who has the floor;
- Cannot be amended;
- Must be seconded;
- Cannot be reconsidered;
- Must have a majority vote;
- A motion to adjourn “to another time” is debatable only as to the time to which the meeting is adjourned.

Order of business

The order of business may be changed at any time by the presiding officer or by consensus of the board or commission.

Voting

All business requiring approval of the board or commission shall be taken individually by an affirmative or negative vote and entered into the record, except that where the vote is unanimous it shall be necessary only to state so.

Majority vote

A majority vote is more than half of the votes actually cast. In the event a motion on an item fails to obtain a majority vote, the presiding officer at his or her discretion shall require another motion, continue the item, or refer the item to the City Council without recommendation if the item is before a board or commission. The number of motions that may be made on an item shall be at the discretion of the presiding officer.

Tie vote

If there is a tie vote on a motion, then the motion shall fail. In the event a motion on an item results in a tie vote, the presiding officer at his or her discretion shall require another motion, continue the item, or refer the item to the City Council without recommendation if the item is before a board or commission. The number of motions that may be made on an item shall be at the discretion of the presiding officer.

Abstention

An abstention occurs where a board or commission member, although qualified to vote on a motion chooses not to register his or her vote. An abstention constitutes no vote whatsoever. A roll-call vote shall be taken to note that the board or commission member was present but did not vote.

Conflict of interest

When a member has a conflict of interest, or the appearance of a conflict of interest, the member must:

- Publicly state the nature of the conflict;
- Step down from the dais and leave the room until consideration of the particular item is finished, unless the item is on the Consent Calendar;
- Not be counted toward achieving a quorum while the item is being discussed.

Official record

Minutes

The Minutes serve as a permanent record of the board or commission's official actions. The board or commission secretary shall be required to make a record only of such business as was actually passed upon by a vote of the board or commission, and shall not be required to record any remarks of board or commission members, or of any other person except at the special request of a member of the board or commission. Once approved by the board or commission, the original minutes are signed by the chair and secretary.

Minutes of the previous meeting shall be provided to the board or commission prior to each meeting. The minutes may be approved by majority vote even if one or more of the voting members were not present at the meeting to which the minutes relate.

Correction to Minutes

Members of boards and commissions are to review minutes and make corrections if needed so that the approved minutes accurately reflect the work of the group. Corrections are made at the meeting when the minutes are brought forward for adoption. Corrections require a motion, second, and a majority vote, and, if approved, are noted in the minutes of the current meeting. Any changes to the draft minutes approved by the board or commission will be reflected in the minutes for the meeting at which the corrections are made.

Recordings

A recording may be made of the board and commission meetings. Audio recordings of the board and commission meetings are to be kept for one (1) year, and video recordings are to be kept for three (3) years after which time the recordings shall be destroyed. Recordings are not the official minutes of the board and commission meetings.

Agenda notice requirements

Open Meeting Law

All of the meetings of the boards and commissions are subject to the Ralph M. Brown Act, requiring the entire deliberative process of a public body to be open to the public.

Meetings

A meeting is defined as the convening of members, whether in person or through electronic media or other communications, of the board or commission for the purpose of exercising the responsibility, authority, power or duties delegated to that body. A meeting is subject to the law whenever the board or commission meets for official purposes. When a quorum ($1/2 + 1$) of the members of a board or commission are present, it is considered a meeting for official purposes. A meeting does not include social or chance gatherings.

Further, any communication, including emails, social media posts, or other electronic communication or serial conversations between some or all members, could be considered a public meeting. Information or any type of communication to be shared by one member with other members of the board or commission shall be sent to the staff liaison who will forward it to all members of the board or commission.

Public notice

The Brown Act requires that all meetings of a governmental body be preceded by an official public notice:

- Regular meetings – when the meeting is held at a regular day, time, and location, the agenda must be posted 72 hours in advance of the meeting.
- Special meetings – when the meeting is held at a different time, different day, and/or different location than a regular meeting, then the agenda must be posted 24 hours in advance of the meeting.
- Adjourned meetings – regular and special meetings may be adjourned or continued to a future day if the business could not be completed at the original meeting. The time and date of the adjourned (continued) meeting must be designated and announced to the members of the public who are present at the time of adjournment, as well as recorded in the minutes.

Agendas

An agenda for each meeting of the board or commission is prepared by the board or commission secretary or liaison. The agenda outlines the topics or items of business that will be introduced, discussed, and acted upon at each meeting. The agenda shall also include the date, time, and location of a meeting.

Rights of the public

Pursuant to the Ralph M. Brown Act, the public must be allowed to:

- Attend, observe, and speak at meetings;
- Speak without being required to provide a name or address;
- Record the meeting with audio or video recorder and take photographs;
- Review agendas and other documents distributed to a majority of the board or commission, other than those exempt from disclosure;
- Request in writing that the agenda or agenda-related documents be mailed to them for a cost not to exceed the actual cost of providing the service;
- Obtain a copy of any audio or video (if it exists) of the meeting (there is no requirement to prepare a transcript) for a cost not to exceed the actual cost of providing the service;
- Speak to each item on the agenda and to items under the jurisdiction of the board or commission;
- Criticize or complain about processes or procedures.

Americans with Disabilities Act

All legislative meetings open to the public must comply with the Americans with Disabilities Act. If members of the board or commission or members of the public attending the meetings require special assistance to participate in a meeting, individuals must notify the staff liaison at least seventy-two (72) hours prior to the meeting.

Limited English proficiency

Individuals who do not speak English as their primary language and who have a limited ability to read, speak, write, or understand English are considered limited English proficient. If an individual appears before the board or commission and is limited English proficient and requests assistance, the individual should be provided a certified foreign language interpreter. Individuals requesting an interpreter must notify the staff liaison at least seventy-two (72) hours prior to the meeting. Pursuant to the Ralph M. Brown Act, individuals using an interpreter shall be provided at least twice the allotted time given to other members of the public.

Presentation material

If an individual plans to make a presentation on an agenda item and plans to use audio/visual materials, he or she must submit all audio/visual materials to the staff liaison at least seventy-two (72) hours prior to the meeting.

Composition, responsibilities, and meeting dates of the City of Roseville boards and commissions

Charter Review Commission

Nine (9) members appointed by the City Council at least every ten (10) years

Responsibilities:

Reviews the charter and presents, or cause to be presented, to the City Council a written report recommending those amendments, if any, which should be made to the charter.

Meetings:

The Charter Review Commission, once established, determines meeting day, time and location.

Design Committee

Three (3) members: two (2) members appointed by the City Council; one (1) member appointed by the Planning Commission; and one (1) alternate appointed by the Planning Commission

Responsibilities:

- Reviews design-related applications for multiple-residential, commercial, and industrial projects.
- Reviews proposed site plans, architecture, and landscaping for conformance with the city's general plan, specific plans, and community design guidelines.
- Reviews applications required by the city's sign ordinance.

Meetings:

The Design Committee meets the third Thursday of each month at 4:30 p.m. in the civic center meeting rooms 1 & 2, 311 Vernon Street.

**The chair of the committee shall be a current member of the Planning Commission. In the absence of the chair and vice chair of the committee, the alternate Planning Commissioner shall act as the presiding officer.*

Economic Development Advisory Committee

Seven (7) members appointed by the City Council: one (1) councilmember; one (1) Chamber of Commerce representative; and five (5) industry representatives

Responsibilities:

- Ensures goals of the Roseville Economic Development Strategy (Strategy) are being met.
- Provides guidance to staff and recommendations to the City Council on implementation of the Strategy and recommends changes or additions as necessary to reflect changing economic conditions or opportunities.
- Reviews annual economic development work program and budget and makes recommendations to the City Council regarding economic development work program and budget.

- Reports to the City Council at least annually on Strategy progress and effectiveness of the Strategy.
- Review programs which assist existing and prospective businesses.

Meetings:

The Economic Development Advisory Committee meets on the fourth Wednesday of January, April, July, and October at 1:30 p.m. in the civic center, 311 Vernon Street.

Grants Advisory Commission

Seven (7) members appointed by the City Council; additionally, the City Council may appoint a non-voting youth commissioner

Responsibilities:

- Reviews and recommends Citizens' Benefit Fund (Chapter 4.06) and Roseville Employees Annual Charitable Hearts ("REACH") fund and grant application processes and policies for grants to be approved by the City Council.
- Acts as a forum for public participation in review of Citizens' Benefit Fund and REACH grant applications.
- Annually reviews and makes recommendations on Citizens' Benefit Fund and REACH grant applications.
- Monitors approved grants and reviews annual reports for measurable outcomes.
- Recommends to the City Council the use of the interest earned by the city on the proceeds of the sale of the Roseville Community Hospital in the award of Citizens' Benefit Fund grants.

Meetings:

The Grants Advisory Commission meets the second Tuesday of each month at 5:30 p.m. except for the months of July and November, which begins at 7:00 p.m., in the council chambers, 311 Vernon Street.

Library Board

Five (5) members appointed by the City Council; additionally, the City Council may appoint a voting youth member

Responsibilities:

- Participates in strategic and long-range planning for the city library system.
- Serves as community liaisons/advocates for library programs and services.
- Reviews policies and procedures as presented by city library staff.
- Represents the library at city-sponsored functions.
- Advises the City Council on important library efforts.

Meetings:

The Library Board meets the fourth Monday of odd-numbered months at 6:30 p.m. at various city libraries.

Parks and Recreation Commission

Seven (7) members appointed by the City Council; additionally, the City Council may appoint a voting youth commissioner.

Responsibilities:

- Reviews and makes recommendations on park projects, department operations, recreation programs, events and related issues.

Meetings:

The Parks and Recreation Commission meets the first Monday of each month at 7:00 p.m. in the council chambers, 311 Vernon Street.

Planning Commission

Seven (7) members appointed by the City Council

Responsibilities:

- Makes recommendations to the City Council on general plan, specific plan, zoning and other land use policy areas.
- Reviews and makes recommendations to the City Council on, and where appropriate, approves entitlements for compliance with the general plan, applicable specific plans, and other policy documents.
- Takes final action on major project permits, conditional use permits, tree permits, tentative subdivision maps, variances, and zoning interpretations.
- Determines the adequacy and consistency with the California Environmental Quality Act of environmental documentation associated with projects acted upon by the Planning Commission.
- Provides representation of the city at various conferences, before other agencies, etc.
- Provides commission members for service on special task forces/committees, as needed.
- Provides a forum for public involvement for the items listed above.

Meetings:

The Planning Commission meets the second and fourth Thursdays of each month at 7:00 p.m. in the council chambers, 311 Vernon Street.

Public Utilities Commission

Seven (7) members appointed by the City Council

Responsibilities:

- Studies and advises the City Council regarding all utilities and enterprises owned or operated by the city, including but not limited to, electrical, water, wastewater, recycled water, solid waste, and stormwater.
- Advises the City Council regarding planning, rates, public information, and other matters relating to such enterprises.
- Hears citizen concerns relating to utility operation and/or rates.

- Conducts public meetings and public hearings for the purpose of reviewing agreements, proposed utility-related projects, and rates prior to making a recommendation to the City Council.
- Reviews California Environmental Quality Act and National Environmental Policy Act documents for public utility-related projects.
- Advises the City Council regarding the activities of joint powers agencies, if the City Council appoints a representative of the commission to sit as a participant on the board or commission of a joint powers agency of which the city is a member.
- Quarterly reviews the departments' progress reports given to the commission to determine the progress of each utility.
- Monitors new emerging technology and services, and when appropriate, makes recommendations to the City Council.
- Provides a forum for public involvement for the items listed above.

Meetings:

The Public Utilities Commission meets the fourth Tuesday of each month at 7:00 p.m. in the council chambers, 311 Vernon Street.

Senior Commission

Seven (7) members appointed by the City Council

Responsibilities:

- Advises the City Council and/or involved city departments/committees on all matters affecting seniors in Roseville and makes recommendations on any senior program proposal to be considered by the City Council.
- Reviews the needs of seniors in Roseville and develops a set of comprehensive goals and objectives for effectively meeting those needs.
- Monitors the various programs and services made available to seniors by both public and private agencies in Roseville to advocate efficient delivery of those services.
- Communicates with Area 4 on Aging, Seniors First and other local, county, state or federal agencies and commissions serving seniors, and assists, if requested, in the preparation, implementation and review of any plan or program designed to serve seniors.

Meetings:

The Senior Commission meets quarterly in February, May, August, and November on the second Wednesday of those months at 2:00 p.m. in the council chambers, 311 Vernon Street.

Transportation Commission

Seven (7) members appointed by the City Council; additionally, the City Council may appoint a voting youth commissioner

Responsibilities:

- Reviews and makes recommendations to the City Council on the general plan circulation element; the bicycle master plan, pedestrian master plan, short and long range transit plan, the capital improvement project plan; specific plan circulation

plans; regional transportation plans, the public transit system; bikeway, pedestrian, transit, and roadway capital improvement projects and transportation systems management.

- Reviews and approves transportation systems management plans.
- Provides representation of the city at various conferences and before other agencies, as needed,
- Provides a forum for public involvement for the items listed above.

Meetings:

The Transportation Commission meets the third Tuesday of each month at 7:00 p.m. in the council chambers, 311 Vernon Street.

Supplemental meeting procedures

The meeting procedures of the Board of Appeals, Personnel Board, Youth Sports Coalition, and City Council are substantially unique and are therefore supplemented herein separately. In the event of a conflict between the Uniform Meeting Procedures and these Supplemental Meeting Procedures, the provisions of the Supplemental Meeting Procedures shall govern.

Board of Appeals

Ten to fifteen (10-15) members appointed by the City Council

Responsibilities:

- Serves as an advisory body to the City Council with respect to construction, building, code enforcement, or similar matters.
- Reviews matters as provided under the Uniform Building and Housing codes.
- Serves as a pool of hearing examiners for the purpose of formation of each ad hoc hearing examiner panel as provided herein.

Semi-annual meetings:

The Board of Appeals meets the second Tuesday of January and July, or as soon thereafter on a date and time as practicable, at 4:00 p.m. in the civic center, 311 Vernon Street.

Hearing panels

Three (3) members selected by the City Attorney or his or her designee from a pool consisting of the Board of Appeals members.

Responsibilities:

- Assembles at the request of the City Attorney and may hear violations of, and consider administrative penalties for, violations of the Roseville Municipal Code or conditions of approval associated with discretionary permits.

Hearing panel:

The City Attorney's office shall fix a reasonable time and date for the convening of the hearing panel to hear and adjudicate claims before it.

Selection of chair

The chair shall be randomly selected by the City Attorney prior to the start of the hearing and shall be announced at the start of the hearing.

Order of business

The order of business at all hearings shall be as follows:

- Call to Order
- Identification of Chair
- Pledge of Allegiance
- Public Comment
- Swear in
- Matters to be Heard
 - Staff report, complainant's statement
 - Appellant's Response
 - Rebuttals and Panel Questions
 - Panel Discussion
 - Panel Decision
- Adjournment

Conduct of business

Agenda of matters to be heard

An agenda of matters to be heard shall be prepared by the staff liaison and shall be made available a minimum of seventy-two (72) hours before the commencement of the hearing.

Presentation material

If an individual plans to use audio/visual materials, he or she must submit all audio/visual materials to the staff liaison no later than forty-eight (48) hours prior to the hearing.

Announcement of chair

The designation of the chair will be announced.

Call to order

The chair of the hearing panel shall call the meeting to order.

Swear in

All persons presenting evidence and/or testimony shall be sworn in.

Matters to be heard

The chair shall announce the matter to be heard and the panel may consider any competent and reasonable evidence. The standard of proof shall be based on the preponderance of the evidence. The panel may hear all evidence in its discretion. Formal rules of evidence shall not apply.

Staff report

The enforcement officer shall present a staff report. If applicable, the complainant may testify and present evidence. A copy of any staff report shall be provided to the responsible party/appellant at least five (5) days prior to the hearing. Additionally, a copy of the staff report shall be provided to the panel members at least five (5) days prior to the hearing.

Response, public testimony

The responsible party/appellant or the representative of the responsible party/appellant may respond to the staff report and/or the complainant. The response may include the presentation of testimony or evidence. Any materials provided by the responsible party/appellant to the City Attorney's office prior to the hearing shall also be provided to the panel members at least five (5) days before the hearing. Each side shall have five (5) minutes to make their initial presentation. If a translator is used, the person using the translator shall be provided at least ten (10) minutes for their initial presentation, which may be extended at the discretion of the chair.

Rebuttals and questions

The enforcement officer, the complainant, or the responsible party/appellant may offer rebuttal testimony. Each side shall have two (2) minutes for rebuttal. If a translator is used, the person using the translator shall be provided at least four (4) minutes for rebuttal, which may be extended at the discretion of the chair.

Rebuttal testimony is only to address relevant issues raised by the other party.

Panel discussion

Panel members may ask questions of city staff and of anyone who testified.

Decision

The chair shall close the matter and the panel may then consider the evidence. The hearing panel shall state its determination to the parties, based upon any required findings of fact.

If applicable, the chair will inform the responsible party/appellant of his/her appeal rights.

The panel shall proceed to the next matter to be heard until all such matters have been heard.

Appearances

Responsible party/appellant failure to appear

If the responsible party/appellant fails to appear for the hearing within 15 minutes after the hearing commences, the responsible party's/appellant's appeal will be automatically denied.

Complainant failure to appear

If the complainant fails to appear for the hearing within 15 minutes after the hearing commences, the responsible party's/appellant's appeal will be automatically granted.

Neither party appears

If both the responsible party/appellant and the complainant fail to appear for the hearing within 15 minutes after the hearing commences, the chair shall postpone the hearing pending rescheduling by the City Attorney. If both the responsible party/appellant and the complainant fail to appear for the rescheduled hearing within 15 minutes after the hearing commences, the responsible party's/appellant's appeal will be automatically granted.

Official record

Minutes of the hearing, set off in paragraphs clearly stating the actions, findings and determinations of the panel, shall be kept by the City Attorney or the City Attorney designee. Additionally, the record may include a recording of the actual hearing (either audio, video, or stenographical) as technology permits.

Personnel Board

Five (5) members appointed by City Council

Responsibilities:

- Provides advice to the City Council on all matters relating to personnel administration in the city service.
- Investigates and takes action on complaints of an employee or group of employees alleging unfair treatment resulting from a management decision or lack of decision.
- Interprets the city's rules and regulations governing personnel practices or working conditions.
- Investigates and decides the claim of any person that their application for employment or promotion has not been processed and considered pursuant to the charter and the personnel rules.
- Hears and decides disciplinary, administrative and employment appeals from employees.
- Reviews and takes action on recommended changes to the personnel rules and regulations.

Meetings:

The Personnel Board meets the second Monday of each month at 1:30 p.m. in the civic center, 311 Vernon Street.

Disciplinary hearings**Legal advisor**

An objective legal advisor to the board shall be provided in disciplinary hearings.

Pre-hearing procedures

Not later than seventy-two (72) hours prior to the hearing, the parties shall provide to each other and the board a list of witnesses to be called, and all exhibits to be presented, at the hearing.

Hearing procedures

- A. The parties shall be notified of the time and place of the hearing.
 1. All hearings shall be conducted in closed session unless the employee requests a public hearing.
 2. The employee shall be entitled to appear personally, produce evidence, and be represented by counsel
 3. The complainant may also be represented by counsel.
 4. The board shall be guided, but shall not be bound by rules of evidence used in California courts. Informality in any such hearing shall not invalidate any order or decision made or approved by the board.
 5. The parties may present witnesses and cross-examine witnesses
- B. The presiding officer shall rule on the admissibility of evidence and objections to the examination of witnesses during the hearing. The board may use the services of its counsel which may include assistance with ruling upon procedural questions, objections to evidence, and issues of law.
- C. The appellant/employee shall personally attend the hearing. Unexcused failure of an appellant to appear at a hearing shall be deemed a withdrawal of the appeal.

The order of business at disciplinary hearings shall be as follows:

- Call to Order
- Roll Call
- Preliminary Statement (advisor to the personnel board)
- Documents / stipulations
- Witnesses Sworn
- Opening Statements
- Proof of the Charges
- Proof of the Defense
- Rebuttal (if any)
- Summation
- Board Deliberations

- Board action / open session
- Adjournment

Hearing decision

The board shall affirm, modify, or revoke the recommended personnel action. The board shall announce its decision in open session and thereafter issue a written decision within thirty (30) calendar days of adjournment of the hearing. The written decision shall contain findings of fact and the personnel action approved, if any. The findings may reiterate the language of the pleadings or simply refer to them. The decision of the board shall be certified to the director or designee who recommended the personnel action, and he/she shall enforce the decision. A copy of the decision shall be delivered to the appellant or his/her designated representative personally or by registered mail. The decision of the board shall be final.

Conduct of business

Closed sessions

Whether a disciplinary hearing is open or closed to the public as permitted by the Brown Act, during the board deliberation concerning its decision, only the board members and the board's legal advisor shall be present.

At least one week before the date set for the disciplinary hearing, an employee appealing a disciplinary action must notify the human resources director whether the appeal hearing shall be an open or closed session.

Witnesses excluded

Whenever the board is conducting a disciplinary hearing, either the employee, the city, or the board may request that all witnesses be excluded and the chair shall order the exclusion. Notwithstanding the preceding sentence, neither the disciplined employee nor the city's designated representative shall be excluded, even though one or both may be witnesses in the hearing.

Appeals

Overturning the decision of the human resources director requires an affirmative vote of a majority of the board members present and qualified to act. If there is no majority vote to grant the appeal, the appeal is denied.

Official record

The minutes of the board for closed sessions shall be filed separately and secured for privacy purposes.

Recording of meetings

A professional transcriber/recorder will record closed disciplinary hearings.

Youth Sports Coalition

Definitions

Allocation policy - City of Roseville Parks and Recreation Department Youth Athletic Field/Facility Use and Allocation Policy which includes specifics on youth sports member criteria, fees and member benefits.

Representative – Any board member of a youth sports member organization that qualifies for membership under the Allocation Policy. Each youth sports member organization may have one (1) representative attend and participate in meetings.

Coalition – Roseville Youth Sports Coalition, an ad hoc advisory committee comprised of representatives from youth sports member organizations and the commission.

Coalition member – Appointed commission representatives or youth sports member organization representatives.

Commission – City of Roseville Parks and Recreation Commission.

Council – City of Roseville City Council.

Department – City of Roseville Parks, Recreation & Libraries Department.

Director – Director of the Parks, Recreation & Libraries Department, or his or her designee.

Rules

The coalition shall function as an advisory committee to the commission. The coalition is created with the intent of establishing an open forum for communication and cooperation between the coalition, commission, the department, and the public. The coalition has no authority, either expressed or implied, to commit city resources or funds, allocate the use of any athletic fields, facilities, concession stands, or other city property to any organization or individual or to make improvements to city-owned parks, fields and/or facilities.

Responsibilities

- Recommends ways to create ongoing partnerships with the department, participating school districts, and nonprofit groups to maximize use of recreation facilities;
- Recommends improvements to existing facilities;
- Assists the department in planning future sports facilities;
- Advances the interests of the Roseville community in youth sports;
- Encourages participation in the youth sports offered by coalition members and the public in general, and to promote youth sports in the community;
- Applies for grant opportunities or otherwise conduct fundraising activities for specific projects.

Fifty percent (50%) of the participant fees obtained by the city and generated as a consequence of the Allocation Policy will be placed in the city's general fund for park maintenance. The remaining fifty percent (50%) of participant fees obtained by the city and generated as a consequence of the Allocation Policy will be deposited into a separate fund held by the city. Half of the funds held in this separate account shall be used for general park maintenance projects recommended by the department, following receipt of all required approvals. The remaining balance of the separate fund will be used to fund projects that are recommended by the coalition and approved by the commission. Funds may be held for more than one (1) fiscal year.

Notwithstanding the foregoing and as previously stated, the coalition has no authority, either expressed or implied, to commit city resources or funds from whatever source, and no authority, either express or implied, to allocate the use of any athletic fields, facilities, concession stands or other city property to any organization or individual, or to make improvements to city-owned parks, fields and/or facilities.

The activities of the coalition shall not consist of carrying on propaganda or otherwise attempting to influence legislation, and the coalition as a collective body shall not participate or intervene in any political campaign (including the publishing or distribution of statements) on behalf of any candidate for public office.

The coalition is nonprofit, nonpartisan, and nonsectarian.

Membership

Commission appointments

The commission shall appoint three (3) commission members to serve on the coalition. The commission shall appoint one (1) of these three members to serve as the coalition chairperson and one (1) of these three members to serve as the vice chairperson.

Youth sports organization eligibility

The Allocation Policy outlines the specific eligibility requirements for youth sports member organizations. Youth sports organizations qualifying for membership under the Allocation Policy will be invited by the Department to join the Coalition.

In addition to satisfaction of the eligibility requirements set forth in the Allocation Policy, the youth sports member organizations must comply with the following additional requirements:

- The organization is an existing, functioning entity with its own governing body (Board of Directors or Trustees) and rules and regulations (Bylaws).
- The organization is recognized by and affiliated with a national, state or regional government body (i.e., Little League Baseball, Amateur Softball Association, and American Youth Soccer Association).
- The organization is recognized by the City of Roseville.
- The organization's primary function is to provide an opportunity for sports involvement for youth in the Roseville area.
- Organizations must provide recreation programs which complement existing programs of the Department.
- Pursuant to California state law, youth member organizations groups may not discriminate against any person on the basis of sex or gender or other protected basis in the operation, conduct, or administration of community youth programs.
- The organization is a registered nonprofit organization. A "nonprofit organization" as used in this section shall refer to an organization which is not conducted or operated for profit and no part of any funds flowing to the organization shall serve to benefit any member or individual. Each organization shall provide proof of its tax-exempt status. Acceptable proof of nonprofit status will include:
 - An Exemption Determination Letter from the California Secretary of State must be provided. All supporting documents must be submitted with Letter of Determination.
 - A Determination Letter from the Internal Revenue Service (IRS) of recognition of their Section 501(c)(3) exempt status. (An organization that submits an application to the IRS and has it approved, must make a copy of the application and supporting documents, as well as any letter issued by the IRS, available for public inspection.)
- File with the Department at least fourteen (14) days prior to the start of each season:

- A report on the function of organization.
- A list of the governing body naming the office held, term of office, address, phone number and email address of each.
- A master schedule of all games to be played to include dates, times, fields and teams participating and board of directors and general membership meeting dates, times and locations if requested.
- A single roster per team with the individual participant name, age, home address (including zip code) and phone number, team name, age bracket of the team, and the coach's name, address and phone number.
- Proof of the policies of insurance and limits of coverage required by the Allocation Policy, including, but not limited to all required certificates of insurance, endorsements and/or renewals.

In the event additional insurance is required based on the nature of the activity, the submission must include evidence of such additional, required insurance coverage. Failure to comply with all requirements relating to insurance will terminate Coalition status in addition to other remedies set forth in the Allocation Policy.

The Coalition reserves the right to review submitted paperwork.

Organizations failing to comply with the policies may be required to forfeit the use of athletic fields/facilities until they are in compliance, in addition to other penalties outlined in the Allocation Policy.

Youth sports organization representatives

All board members of each youth sports member organizations are eligible to serve on the Coalition as a Representative. However, only one Representative can attend and participate in a meeting at a time.

Each youth sports member organization shall provide the following information to the Department: each board member's name, mailing address, e-mail address and phone number. Organizations must keep this information current at all times.

Term of office

Representatives may serve on the Coalition as long as they remain members on their youth sports member organization's board.

Fees

Participating youth sports organizations must pay the per-participant per-season fees as set forth in the Allocation Policy, as amended from time to time, to maintain eligibility for Coalition membership.

Member resignation/termination and disciplinary actions

Any representative or youth sports member organization resigning their/its position from the Coalition shall do so in writing to the Department. An appointed Commission member may resign his/her position from the Coalition in writing to the Department and the Commission. The resignation of a youth sports member organization shall not become effective until accepted by a majority vote of the Coalition.

Any youth sports member organization shall forfeit membership by non-payment of fees after sixty (60) days from the date due, unless otherwise extended for good cause. Membership will only resume upon the payment in full of outstanding fees.

Any representative or youth sports member organization may be removed by the coalition, at a regularly scheduled meeting thereof, for conduct unbecoming a member or prejudicial to the aims or repute of the coalition, after receipt of written notice. Any appeal of a decision of the coalition will be heard by the Appeal Committee. The Appeal Committee shall consist of the coalition chair, one city staff member designated by the department, and one additional coalition representative at large designated by the coalition membership. The decision of the appeal committee shall be final.

A youth sports member organization may change its representatives at its discretion as long as such representatives are members of the organization's board. A written notice identifying the new representatives must be submitted to the department at least ten (10) days prior to a coalition meeting.

In the event of the resignation or termination of a coalition member, the coalition or the department shall request that the appointing youth sports organization or commission fill such vacancy.

Meetings

The coalition shall meet at least quarterly (once during each quarter of the calendar year). The time and place shall be fixed by the director and shall be held within the City of Roseville city limits.

Agenda items

Agenda items for the coalition appear as the result of a written request submitted to the department at least seven (7) working days prior to the scheduled meeting and must be approved by the department or coalition chair.

Video tape recordings

A video tape recording shall not be made of coalition meetings unless requested in advance by the coalition chair.

Voting

Each coalition member shall have one (1) vote. Voting by proxy will not be permitted. A member vote is cast by the representative attending the meeting. In the case of appointed commission members, the individual member must be present to cast a vote.

Attendance policy

A youth sports member organization must be represented by its representative at all regularly scheduled meetings. A youth sports member organization will be declared delinquent if that organization fails to be represented or excused from three (3) consecutive meetings of the coalition. If declared delinquent, a member organization may lose all member privileges. After two (2) consecutive meetings with no representation, the member organization shall be notified by mail at the organization's address of record and asked to appoint a new representative and alternate. Any member organization unrepresented at three (3) consecutive meetings (unless excused by majority vote), shall be automatically removed. Membership will resume when new representatives are identified.

Amendments

Amendments to the meeting procedures shall be adopted by the City Council and shall become effective immediately unless designated as effective at a later date. Amendments may occur only at a public meeting. The coalition may propose amendments to these

meeting procedures by simple majority vote of the membership. Any such proposed amendment shall then be sent to the commission for consideration and recommendation to the City Council.

Dissolution

The City Council may dissolve the coalition at a public meeting should the City Council determine the coalition no longer meets the needs of the city. In the event of dissolution, the coalition will continue to meet for up to six (6) months following council's decision to dissolve the coalition in order to finalize a plan for disposition of any remaining funds. The coalition's plan for disposition of any remaining funds shall require City Council approval.

City Council

Elective officers

The City Council shall constitute the legislative and governing body of the city and shall have authority, except as otherwise provided by the charter, to exercise all powers of the city, and to adopt such ordinances and resolutions as may be proper in the exercise thereof. The electors of the city shall elect a council of five (5) members, at large, for a four (4) year term of office. Two and three councilmembers are elected alternately at the general municipal election in November of even-numbered years. No councilmember shall serve more than two (2) consecutive four (4) year terms. Upon receipt of a certified statement of the results of the election, the City Council shall be sworn in and assume office. The City Council shall hold its first meeting at that time. The councilmember receiving the highest number of votes in the latest election is seated as vice mayor for the first two years of a four-year term, and as mayor for the final two years of the term. The mayor's term of office shall commence upon assumption of office and continue until the assumption of their successor following the next general municipal election.

Powers and duties of mayor

The mayor shall be the official head of the city government for purposes of ceremony. The mayor shall serve as the presiding officer at meetings of the City Council and shall decide all questions of order without debate, subject to advice from the City Attorney or the City Attorney designee. The mayor may not make any motion, but may second a motion. The mayor shall have all other rights and privileges of a councilmember.

Vice mayor

In the temporary absence or disability of the mayor, the vice mayor shall exercise the duties and prerogatives of the mayor. The mayor shall, whenever possible, notify the City Clerk of the mayor's intended absence from the city. In the event both the mayor and vice mayor are unable to perform their duties, the City Council may appoint one of its members to act only as chair of a meeting.

Compensation

Each member of the City Council shall receive a salary that shall be six hundred dollars (\$600) per month for each councilmember and the mayor shall receive an additional fifty dollars (\$50) per month. Councilmembers may, upon order of the City Council, be reimbursed for reasonable and necessary expenses actually incurred in the service of the city. Confirmation of reimbursement should be received before expenditures are made.

Auxiliary Positions

Councilmembers are expected to attend many meetings outside of the city and may or may not be compensated for their attendance. Every two years the mayor is responsible for bringing recommendations forward for the distribution of these councilmember responsibilities to serve on regional and local agencies, boards, commissions, committees, and joint power authorities. If unable to attend, councilmembers must ensure their alternates can attend to ensure a quorum of members is present.

Councilmember vacancies

Any vacancy on the City Council shall be filled by a majority vote of the remaining councilmembers within thirty (30) days after the vacancy occurs. If the City Council fails, for any reason, to fill such vacancy within said thirty (30) day period, it shall forthwith call an election for the earliest possible date to fill such vacancy. A person appointed by the City Council to fill a vacancy shall hold office until the general municipal election and until a successor qualifies. The candidates receiving the most votes shall serve the longer, if any, of the unexpired terms, and in case of ties, the terms shall be fixed by lot. A councilmember elected to fill a vacancy shall hold office for the remainder of the unexpired term. The appointment to fill said unexpired term will be considered a partial term and will not be counted as one of the two full consecutive terms.

Regular meetings

The City Council shall hold regular meetings on the first and third Wednesday of each month; provided that, if a regular meeting date falls on a legal holiday, the meeting shall be held the same hour, same day of the following week.

Special meetings

Special meetings may be scheduled by city staff or called by the City Clerk on the written request of the mayor or any three (3) councilmembers by providing each councilmember with twenty-four (24) hours' written notice served personally or left at their usual place of residence. Business transacted at any special meeting shall be limited to the subjects recited in the notice of such meeting.

Meeting place

All regular meetings shall be held in the council chambers, 311 Vernon Street, unless, by consensus, the council decides to meet elsewhere, in which case, notice of such alternate meeting place shall be posted by the City Clerk in a public place in advance of the proposed meeting in accordance with the Ralph M. Brown Act.

Meetings to be public

Except for closed sessions permitted by general state law, all City Council meetings shall be open to the public and members of the public shall have a reasonable opportunity to be heard.

Quorum

Three (3) councilmembers shall be a quorum for the transaction of business at City Council meetings except as otherwise provided by the charter. In the absence of a quorum, a lesser number of councilmembers or the City Clerk may adjourn the meeting to a later date.

Attendance and conduct at meetings

The City Council may, by vote of not less than two (2) of its members, enforce orderly conduct and compel the attendance of its members and other city officers at its meetings. Any member of the City Council or other officer of the city who refuses to attend such meetings or conducts themselves in a disorderly manner shall be deemed guilty of misconduct in office. Upon request of the City Council, the City Manager shall designate a police official or officer to serve as the sergeant-at-arms of the City Council.

Council rules

The City Council shall determine its own rules and order of business subject to the following provisions. There shall be minutes of all City Council meetings approved by the City Council and signed by the mayor and City Clerk and to which the public shall have access at all reasonable times. Within (30) days after any regular or special City Council meeting, minutes of the meeting shall be prepared by the City Clerk and presented to the City Council for its approval. A vote upon all ordinances and resolutions shall be taken individually by an affirmative or negative vote and entered upon the minutes, except that where the vote is unanimous it shall be necessary only to so state.

Order of business

The order of business at all regular meetings of the City Council shall be as follows:

- Closed Session Call to Order
- Closed Session Silent Roll Call
- Closed Session Public Comments
- Closed Session
- Closed session Report Out
- Closed Session Adjournment
- Call to Order
- Roll Call
- Pledge of Allegiance
- Meeting Procedures
- Presentations
- Public Comments
- Consent Calendar
 - Minutes
 - Bids/Purchases/Services
 - Resolutions
 - Ordinances (for introduction and first reading)
 - Ordinances (for introduction and adoption – appropriation/urgency measures)
 - Ordinances (for second reading and adoption)
 - Reports/Requests
 - Ceremonial Documents
- Resolutions

- Ordinances
- Special Requests/Reports/Presentations
- Public Hearings
- Appointments
- Council/Staff/Reports/Comments
- Adjournment



City Council/ Boards
& Commissions
Administrative
Standards

**CIVIC CENTER**

311 Vernon Street
Roseville, CA 95678
www.roseville.ca.us

Mayor**Vice mayor**

Krista Bernasconi
Phone: 916 223 1060
Email: kbernasconi@roseville.ca.us

Councilmembers:

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Email: jallard@roseville.ca.us

Scott Alvord
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Email: salvord@roseville.ca.us

Tim Herman
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Email: therman@roseville.ca.us

City Manager

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Phone: 916-774-5362
Email: dcasey@roseville.ca.us

Assistant City Manager

Kevin Payne
Phone: 916-774-5362
Email: kpayne@roseville.ca.us

City Attorney

Robert Schmitt
Phone: 916-774-5325
Email: rschmitt@roseville.ca.us

City Clerk

Sonia Orozco
Phone: 916-774-5263
Email: sorozco@roseville.ca.us

**Board/Commission Liaisons****Board of Appeals**

Joe Speaker
Phone: 916-774-5325
Email: jspeaker@roseville.ca.us

Design Committee

Greg Bitter
Phone: 916-774-5294
Email: gbitter@roseville.ca.us

Economic Development Advisory Committee

Laura Matteoli
Phone: 916-774-5284
Email: lmatteoli@roseville.ca.us

Grants Advisory Commission

Danielle Foster
Phone: 916-774-5446
Email: dfoster@roseville.ca.us

Library Board

Natasha Martin
Phone: 916-774-5234
Email: nmartin@roseville.ca.us

Parks & Recreation Commission

Dion Louthan
Phone: 916-774-5131
Email: dlouthan@roseville.ca.us

Personnel Board

Gayle Satchwell
Phone: 916-774-5213
Email: gsatchwell@roseville.ca.us

Planning Commission

Greg Bitter
Phone: 916-774-5294
Email: gbitter@roseville.ca.us

Public Utilities Commission

Michelle Bertolino
Phone: 916-774-5603
Email: mbertolino@roseville.ca.us

Richard Plecker
Phone: 916-746-1704
Email: rplecker@roseville.ca.us

Senior Commission

Kathy Barsotti
Phone: 916-774-5955
Email: kbarsotti@roseville.ca.us

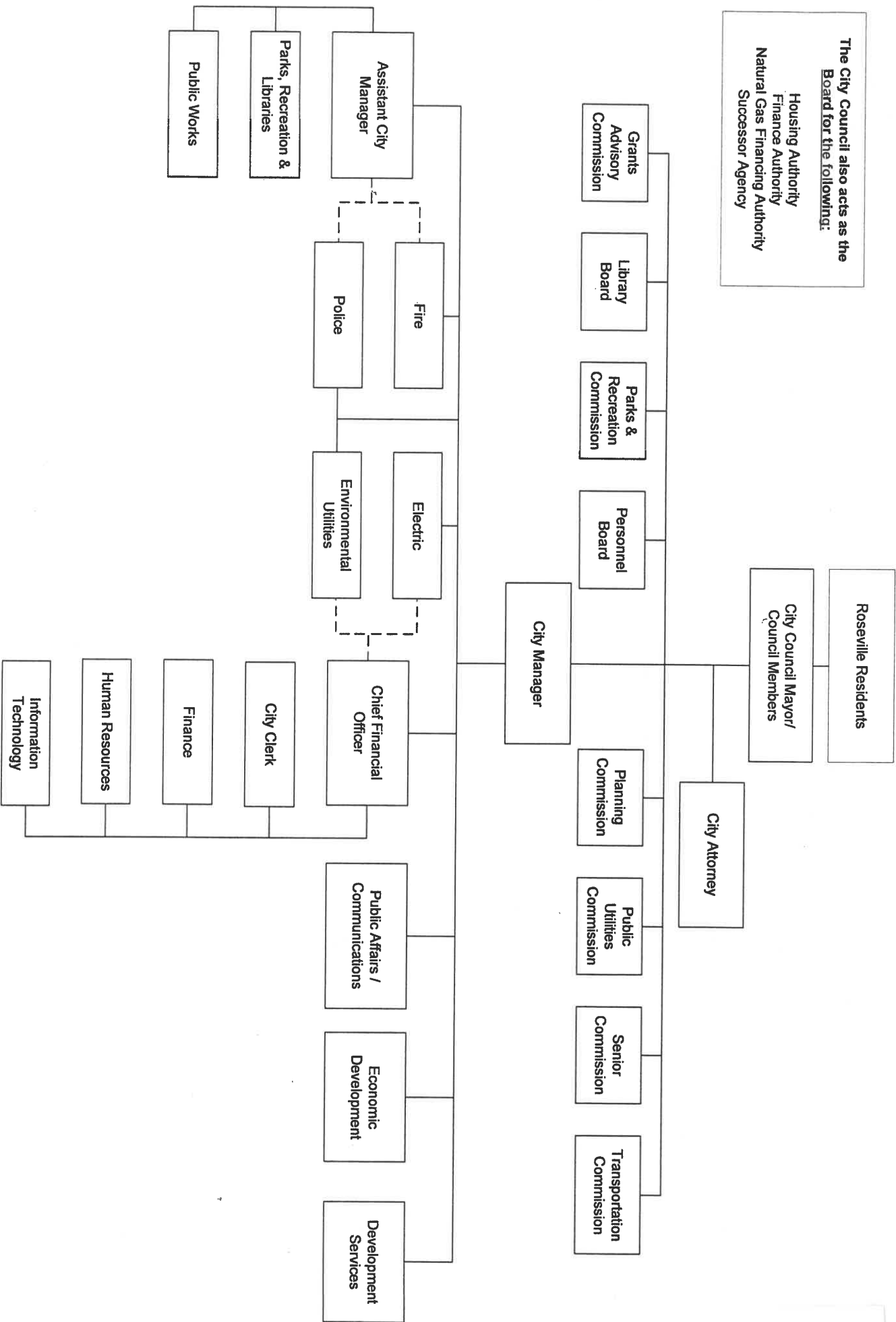
Transportation Commission

Michael Dour
Phone: 916-746-1304
Email: mdour@roseville.ca.us

Youth Sports Coalition

Kristi LaRoche
Phone: 916-774-5962
Email: klaroche@roseville.ca.us

The City Council also acts as the Board for the following:
 Housing Authority
 Finance Authority
 Natural Gas Financing Authority
 Successor Agency



City Wide Organization (1,147.48 FTE)

CITY OF ROSEVILLE
ADMINISTRATIVE REGULATION

APPROVED:



ROB JENSEN, CITY MANAGER

Number: A.R. 2.03

Date Effective: May 15, 1987

Date Revised: July 15, 2016

SUBJECT: HARASSMENT, DISCRIMINATION, AND RETALIATION PREVENTION POLICY

PURPOSE

All employees are guaranteed the right to a work place free of hostility and intimidation. The City will neither tolerate nor condone harassment, discrimination, or retaliation of employees by managers, supervisors, co-workers, or non-employees with whom City employees have a business, service, or professional relationship.

POLICY

It is the policy of the City of Roseville that harassment, discrimination, or retaliation on the basis of race, color, religion, ancestry, national origin, age, sex, sexual orientation, gender, gender identity, gender expression, genetic information, marital status, political affiliation, military status, veteran status, family care leave status, pregnancy, physical or mental disability, medical condition, or any legally protected status (collectively "protected status") will not be condoned or tolerated. Retaliation against an employee for complaining or reporting any act of harassment, discrimination, or retaliation in violation of this policy is prohibited. Retaliation against an employee for participating in a harassment investigation is also prohibited. For the purpose of this policy, the term "employee" shall also include unpaid interns, volunteers, and persons providing services pursuant to a contract. The City is committed to ensuring and providing a work place free of harassment, discrimination, and retaliation. The City will take disciplinary action, up to and including termination, against an employee who violates this policy. An employee who engages in unlawful harassment is personally liable for the harassment.

DEFINITION OF SEXUAL HARASSMENT

Sexual harassment as defined by law is any unwanted sexual advances, requests for sexual favors, visual, verbal or physical conduct of a sexual nature, or written communications of a sexual nature when:

- Submission to such conduct is made a term or condition of employment; or
- Submission to or rejection of such conduct is used as a basis for employment decisions affecting the employee; or
- Such conduct has the purpose or effect of unreasonably interfering with an employee's work performance or creating an intimidating, hostile or offensive working environment because of the persistent, severe or pervasive nature of the conduct.

Sexual harassment can occur between employees of the same sex.

CONDUCT PROHIBITED BY THIS POLICY

The City will not tolerate employees engaging in any of the conduct listed below:

- Unwanted sexual advances including repeatedly asking another employee on a date after being informed that the interest is unwelcome.
- Demands to provide sexual favors or offering employment benefits in exchange for sexual favors.
- Retaliation against an employee or threatening retaliation against an employee after a negative response to a sexual advance or proposition.
- Visual conduct such as leering, making sexual gestures or making derogatory or demeaning gestures of a person's protected status.
- Visual displays, including electronic media (e.g., screen savers) or printed media material (e.g., posters, cartoons, pictures, calendars, drawings), in the workplace that are sexually explicit or derogatory or demeaning of a protected status.
- Verbal conduct such as making or using derogatory comments, epithets, slurs, jokes, or threats.
- Sexually explicit jokes or comments or derogatory or suggestive comments about a person or a person's body, dress or sexual activities.
- Written communications of a sexual nature (e.g., obscene letters, notes or invitations) distributed in hard copy, via a computer network, or in any other format or medium.
- Written communications distributed in hard copy, via a computer network, or in any other format or medium containing statements which may be offensive to individuals in a particular protected status group, such as racial or ethnic stereotypes or caricatures.
- Unwelcome or unsolicited physical conduct, including but not limited to, touching, patting, pinching, hugging, kissing, grabbing, brushing against another person's body, assaulting, or impeding or blocking movements.
- Retaliation against an employee or threatening retaliation against an employee for making harassment reports or for participating in a harassment investigation.
- Discrimination against any job applicant or employee in hiring, promotions, assignments, termination, or any term, condition, or privilege of employment.
- Harassment, discrimination, or retaliation in any form on the basis of any legally protected status.

The City's policy prohibits males from sexually harassing females or other males, and females from sexually harassing males or other females.

FRIENDLY INTERACTION OR SEXUAL HARASSMENT

There is a clear line in most cases between mutual attraction and a consensual exchange and unwelcome behavior or pressure for an intimate relationship. A friendly, interaction between two persons who are receptive to one another is not considered unwelcome or harassment. Employees are free to form social relationships of their own choosing. However, when one employee is pursuing or forcing a relationship upon another who does not like or want it, regardless of friendly intentions, the behavior is unwelcome sexual behavior. An employee confronted with these actions by a co-worker should inform the harasser that such behavior is offensive and tell the harasser to stop. Another person does not have to tell the harasser to stop for the conduct to be considered harassment and unwelcome. Certainly if an employee is advised by a co-worker that his or her behavior is offensive, the employee must immediately stop the behavior, regardless of whether the employee asked to stop agrees with the other person's perception of his or her intentions.

An employee engaging in conduct prohibited by this policy shall be subject to appropriate disciplinary action, up to and including termination of employment. Any employee engaging in inappropriate conduct of a harassing nature on the basis of a protected status that is prohibited under federal or state anti-discrimination statutes shall be subject to appropriate disciplinary action, up to and including termination of employment.

RESPONSIBILITIES WHEN HARASSMENT OCCURS

Employees' responsibilities when subjected to harassment

Any employee who believes he or she has been subjected to harassment prohibited by this policy should immediately tell the harasser to stop his or her unwanted behavior and immediately report that behavior to his or her supervisor or to the City's Human Resources Department. An employee is not required to complain first to his or her supervisor, including if that supervisor is the individual engaging in the unwanted behavior. Employees may report any incidents directly to the Human Resources Director, who is located in the Human Resources Department and can be reached at (916) 774-5475, or as otherwise described below.

Employees' responsibilities with knowledge of harassment

Any employee who is aware of harassment in the workplace, whether or not the harassment is directed at them, has the responsibility of reporting the incident(s) to his or her supervisor or to the City's Human Resources Department.

Supervisors' responsibilities

Supervisors are responsible for enforcing the City's Harassment, Discrimination, and Retaliation Prevention Policy. Supervisors must ensure that all employees are aware of the City's policy through open discussion of the policy at staff meetings and by posting the policy in a conspicuous location accessible to all staff members. Supervisors should be cognizant of employees' behavior and shall not permit any employee under his or her authority to be subject to or engage in any conduct prohibited by the City's policy. Supervisors who receive complaints or who observe conduct prohibited by this policy shall inform the harassing employee to cease the conduct immediately and shall inform the Human Resources Department. The Human Resources Director is available to provide guidance, training and assistance as required. The City will take disciplinary action, up to and including termination, against any supervisor who fails in his or her responsibility to take immediate action in response to an employee's complaint of harassment or to stop

harassing conduct committed in his or her presence or to stop harassing conduct about which the supervisor has knowledge.

The City does not consider conduct in violation of this policy to be within the course and scope of employment and does not sanction such conduct on the part of any employee, including supervisory and management employees.

Enforcement Responsibilities

The City's harassment policy will be enforced by the City Manager, all Department Heads, and staff from the Human Resources Department. The Human Resources Director is responsible for investigating complaints. Each reported incident will be investigated promptly, impartially and in a confidential manner, accompanied by appropriate disposition of the complaint. Persons making false complaints will be subject to appropriate disciplinary actions.

OUTSIDE AGENCIES

In addition to notifying the City about harassment or retaliation complaints, affected employees may also direct their complaints to the following external agencies:

Department of Fair Employment and Housing ("DFEH")
Sacramento District Office
2218 Kausen Drive, Suite 100
Elk Grove, CA 95758
Phone: (800) 884-1684

Equal Employment Opportunity Commission ("EEOC")
1301 Clay Street
Suite 1170-N
Oakland, CA 94612-5217
Phone: 1-800-669-4000

There are time limits for filing complaints with the DFEH and EEOC. Employees are advised to contact the DFEH or EEOC directly to obtain information on the time limits for filing complaints with these agencies.

If you have any questions or need information regarding your protections under pertinent laws regarding harassment or your rights regarding filing a complaint with the above compliance agencies, you may contact the City's Human Resources Department for assistance at (916) 774-5475.

CONFIDENTIALITY

Investigations of alleged incidents of workplace harassment will be conducted in the most confidential manner possible. Individuals other than the immediate parties may be contacted during the fact-finding investigation process. All contacted parties are to cooperate fully and refrain from discussing the case outside the formal investigation process. Information regarding the allegations and investigation of harassment will be limited to those who have a legitimate need to know.

CITY OF ROSEVILLE

ADMINISTRATIVE REGULATION

APPROVED:



Rob Jensen, City Manager

Number: A.R. 2.14

Date Effective: February 22, 1993

Date Revised: January 19, 2017

SUBJECT: ACCEPTANCE OF GIFTS AND GRATUITIES BY CITY EMPLOYEES

PURPOSE

The purpose of this regulation is to adopt a citywide procedure and standard for the acceptance of gifts and gratuities by City employees. Roseville Municipal Code Section 3.15.030 governs the acceptance of gifts and gratuities by City employees. In order to help ensure that employees comply with this section, department heads and supervisors shall be responsible for compliance with this policy. While the City does not encourage employees to accept gifts and gratuities, it is recognized there may be circumstances where they are appropriate. Employees should exercise good judgment in determining whether they should accept or decline any offer. This policy will serve to guide the employee in the event that a gift or gratuity is extended.

POLICY

1. No employee shall accept or receive any benefit from a gift, gratuity, or service of any kind with a cumulative value of \$470.00 (as mandated by the Fair Political Practices Commission) from any single source in a calendar year, which may be directly or indirectly offered as a result, or in anticipation, of any employee's position or performance of duties with the City.
2. Any employee who receives any gift, gratuity, or service of any kind of a value in excess of \$50.00 shall, within three (3) days of receipt, report in writing to their department head or to the City Manager (if the recipient is a department head), the donor, gift, value and the date the gift was received.
3. The reporting requirements imposed by Municipal Code Section 3.15.030 and this administrative regulation are in addition to and not a substitute for any requirements imposed pursuant to the Political Reform Act. The provisions of this section apply to all employees, regardless of whether or not they are designated employees pursuant to the Political Reform Act.
4. Sworn personnel are not to receive any gifts or gratuities except when waived by the Police or Fire Chief respectively, and with advance prior notice.

SEXUAL HARASSMENT INCLUDES MANY FORMS OF OFFENSIVE BEHAVIORS

BEHAVIORS THAT MAY BE SEXUAL HARASSMENT:

- 1 *Unwanted sexual advances*
- 2 *Offering employment benefits in exchange for sexual favors*
- 3 *Leering, gestures, or displaying sexually suggestive objects, pictures, cartoons, or posters*
- 4 *Derogatory comments, epithets, slurs, or jokes*
- 5 *Graphic comments, sexually degrading words, or suggestive or obscene messages or invitations*
- 6 *Physical touching or assault, as well as impeding or blocking movements*

Actual or threatened retaliation for rejecting advances or complaining about harassment is also unlawful.

Employees or job applicants who believe that they have been sexually harassed or retaliated against may file a complaint of discrimination with DFEH within one year of the last act of harassment or retaliation. DFEH serves as a neutral fact-finder and attempts to help the parties voluntarily resolve disputes. If DFEH finds sufficient evidence to establish that discrimination occurred and settlement efforts fail, the Department may file a civil complaint in state or federal court to address the causes of the discrimination and on behalf of the complaining party. DFEH may seek court orders changing the employer's policies and practices, punitive damages, and attorney's fees and costs if it prevails in litigation. Employees can also pursue the matter through a private lawsuit in civil court after a complaint has been filed with DFEH and a Right-to-Sue Notice has been issued.

THE MISSION OF THE DEPARTMENT OF FAIR EMPLOYMENT AND HOUSING IS TO PROTECT THE PEOPLE OF CALIFORNIA FROM UNLAWFUL DISCRIMINATION IN EMPLOYMENT, HOUSING AND PUBLIC ACCOMMODATIONS, AND FROM THE PERPETRATION OF ACTS OF HATE VIOLENCE AND HUMAN TRAFFICKING.

FOR MORE INFORMATION

Department of Fair Employment and Housing
Toll Free: (800) 884-1684
TTY: (800) 700-2320
Online: www.dfeh.ca.gov

Also find us on:



If you have a disability that prevents you from submitting a written intake form on-line, by mail, or email, the DFEH can assist you by scribing your intake by phone or, for individuals who are Deaf or Hard of Hearing or have speech disabilities, through the California Relay Service (711), or call us through your VRS at (800) 884-1684 (voice).

To schedule an appointment, contact the Communication Center at
(800) 884-1684 (voice or via relay operator 711)
or (800) 700-2320 (TTY)
or by email at contact.center@dfeh.ca.gov.

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Contact the DFEH at (800) 884-1684 (voice or via relay operator 711), TTY (800) 700-2320, or contact.center@dfeh.ca.gov to discuss your preferred format to access our materials or webpages.

DFEH-185-ENG / December 2017

SEXUAL HARASSMENT



THE FACTS

Sexual harassment is a form of discrimination based on sex/gender (including pregnancy, childbirth, or related medical conditions), gender identity, gender expression, or sexual orientation. Individuals of any gender can be the target of sexual harassment. Unlawful sexual harassment does not have to be motivated by sexual desire. Sexual harassment may involve harassment of a person of the same gender as the harasser, regardless of either person's sexual orientation or gender identity.

THERE ARE TWO TYPES OF SEXUAL HARASSMENT

- ① **"Quid pro quo"** (Latin for "this for that") sexual harassment is when someone conditions a job, promotion, or other work benefit on your submission to sexual advances or other conduct based on sex.
- ② **"Hostile work environment"** sexual harassment occurs when unwelcome comments or conduct based on sex unreasonably interfere with your work performance or create an intimidating, hostile, or offensive work environment. You may experience sexual harassment even if the offensive conduct was not aimed directly at you.

The harassment must be severe or pervasive to be unlawful. That means that it alters the conditions of your employment and creates an abusive work environment. A single act of harassment may be sufficiently severe to be unlawful.



CIVIL REMEDIES:

- 1 *Damages for emotional distress from each employer or person in violation of the law*
- 2 *Hiring or reinstatement*
- 3 *Back pay or promotion*
- 4 *Changes in the policies or practices of the employer*

EMPLOYER RESPONSIBILITY & LIABILITY

All employers, regardless of the number of employees, are covered by the harassment provisions of California law. Employers are liable for harassment by their supervisors or agents. All harassers, including both supervisory and non-supervisory personnel, may be held personally liable for harassment or for aiding and abetting harassment. The law requires employers to take reasonable steps to prevent harassment. If an employer fails to take such steps, that employer can be held liable for the harassment. In addition, an employer may be liable for the harassment by a non-employee (for example, a client or customer) of an employee, applicant, or person providing services for the employer. An employer will only be liable for this form of harassment if it knew or should have known of the harassment, and failed to take immediate and appropriate corrective action.

Employers have an affirmative duty to take reasonable steps to prevent and promptly correct discriminatory and harassing conduct, and to create a workplace free of harassment.

A program to eliminate sexual harassment from the workplace is not only required by law, but it is the most practical way for an employer to avoid or limit liability if harassment occurs.

ALL EMPLOYERS MUST TAKE THE FOLLOWING ACTIONS TO PREVENT HARASSMENT AND CORRECT IT WHEN IT OCCURS:

- ① Distribute copies of this brochure or an alternative writing that complies with Government Code 12950. This pamphlet may be duplicated in any quantity.
- ② Post a copy of the Department's employment poster entitled "California Law Prohibits Workplace Discrimination and Harassment."
- ③ Develop a harassment, discrimination, and retaliation prevention policy in accordance with 2 CCR 11023. The policy must:

- Be in writing.
- List all protected groups under the FEHA.
- Indicate that the law prohibits coworkers and third parties, as well as supervisors and managers with whom the employee comes into contact, from engaging in prohibited harassment.
- Create a complaint process that ensures confidentiality to the extent possible; a timely response; an impartial and timely investigation by qualified personnel; documentation and tracking for reasonable progress; appropriate options for remedial actions and resolutions; and timely closures.
- Provide a complaint mechanism that does not require an employee to complain directly to their immediate supervisor. That complaint mechanism must include, but is not limited to including: provisions for direct communication, either orally or in writing, with a designated company representative; and/or a complaint hotline; and/or access to an ombudsperson; and/or identification of DFEH and the United States Equal Employment Opportunity Commission as additional avenues for employees to lodge complaints.
- Instruct supervisors to report any complaints of misconduct to a designated company representative, such as a human resources manager, so that the company can try to resolve

the claim internally. Employers with 50 or more employees are required to include this as a topic in mandated sexual harassment prevention training (see 2 CCR 11024).

- Indicate that when the employer receives allegations of misconduct, it will conduct a fair, timely, and thorough investigation that provides all parties appropriate due process and reaches reasonable conclusions based on the evidence collected.
- Make clear that employees shall not be retaliated against as a result of making a complaint or participating in an investigation.
- ④ Distribute its harassment, discrimination, and retaliation prevention policy by doing one or more of the following:
 - Printing the policy and providing a copy to employees with an acknowledgement form for employees to sign and return.
 - Sending the policy via email with an acknowledgment return form.
 - Posting the current version of the policy on a company intranet with a tracking system to ensure all employees have read and acknowledged receipt of the policy.
 - Discussing policies upon hire and/or during a new hire orientation session.
 - Using any other method that ensures employees received and understand the policy.
- ⑤ If the employer's workforce at any facility or establishment contains ten percent or more of persons who speak a language other than English as their spoken language, that employer shall translate the harassment, discrimination, and retaliation policy into every language spoken by at least ten percent of the workforce.
- ⑥ In addition, employers who do business in California and employ 50 or more part-time or full-time employees must provide at least two hours of training regarding sexual harassment and harassment based on gender identity, gender expression, and sexual orientation every two years to each supervisory employee and to all new supervisory employees within six months of their assumption of a supervisory position.

Disruption of the Meeting

Speaking Under Public Comment to an Item Listed on the Agenda

The following is a script of what should be stated by the Chair if an individual is speaking to an item under Public Comment when the item appears on the agenda and refuses to stop speaking:

Speaking Under Public Comment to an Item Listed on the Agenda

(Name of Individual) _____ you are speaking to an item listed elsewhere on the agenda. I cannot permit the public to address items during Public Comment if they are listed elsewhere on the agenda. You may address this item when the item is called upon.

Please take your seat.

Speaker Continues: _____

(Name of Individual) _____ by continuing to speak to an item during Public Comment when it is listed elsewhere on the agenda, you are disrupting the orderly conduct of the meeting. If you continue, I will have to order you to leave the meeting.

Do you understand this warning?

Please take your seat.

Speaker Continues: _____

(Name of Individual) _____ you have been given fair warning, and you have persisted in disrupting this meeting. I therefore order you to leave this meeting.*

*If a police officer is present at your meeting, have the officer escort the individual from the meeting. If no officer is present, recess the meeting and call for an officer to respond in order to avoid further confrontation during the meeting. Once the individual is removed, reconvene the meeting.

Speaking From the Audience

The following is a script of what should be stated by the Chair if an individual is speaking from the audience and refuses to stop making comments or gestures:

Speaking From the Audience

(Name of Individual) please do not disrupt the proceedings of the meeting from the audience.

Speaker Continues:

(Name of Individual) by continuing to speak from the audience, you are disrupting the orderly conduct of the meeting. I am therefore giving you a warning. If you continue, I will have to order you to leave the meeting.

Do you understand this warning?

Speaker Continues:

(Name of Individual) you have been given fair warning, and you have persisted in disrupting this meeting. I therefore order you to leave this meeting.*

*If a police officer is present at your meeting, have the officer escort the individual from the meeting. If no officer is present, recess the meeting and call for an officer to respond in order to avoid further confrontation during the meeting. Once the individual is removed, reconvene the meeting.

Repetitious Comments

The following is a script of what should be stated by the Chair if an individual is being repetitious:

Repetitious Comments

(Name of Individual) _____ you have made this same point to the members on numerous occasions at this meeting (or at past meetings). Everyone on the Commission (or Board) has heard you make this point several times already. You are therefore being repetitious and disrupting the orderly conduct of the meeting, so I am giving you a warning, under Section 4.9 (b) of the Council's Rules of Procedure, that if you continue to repeat at this point, I will order you to leave this meeting.

(

Speaker Continues:

(Name of Individual) _____ you have been given fair warning just now, and you have persisted in disrupting this meeting. I therefore order you to leave this meeting. Please escort Mr./Mrs. _____ from the meeting and ensure that he/she does not return tonight.

*If a police officer is present at your meeting, have the officer escort the individual from the meeting. If no officer is present, recess the meeting and call for an officer to respond in order to avoid further confrontation during the meeting. Once the individual is removed, reconvene the meeting.

Exceeds the 3 or 5 Minute Speaking Limit

The following is a script of what should be stated by the Chair if an individual will not conclude their comments within the prescribed time limit:

Exceeds the 3 or 5 Minute Speaking Limit

Name of Individual) _____ you have used your 3/5 minute speaking time.

Please take your seat.

Speaker Continues:

(Name of Individual) _____ by continuing to speak after the 3/5 time limit has expired, you are disrupting the orderly conduct of the meeting. I am therefore giving you a warning under Roseville Police Department Procedure Manual Section 4.10 (b) [if during Public Comment portion of the Agenda] or Section 4.75 [if during an agenda item].

If any person fails or refuses to abide by these rules, the presiding officer may declare that the speaker is disrupting, disturbing or impeding the orderly conduct to the meeting and have the speaker removed from the meeting.

If you continue, I will have to order you to leave the meeting.

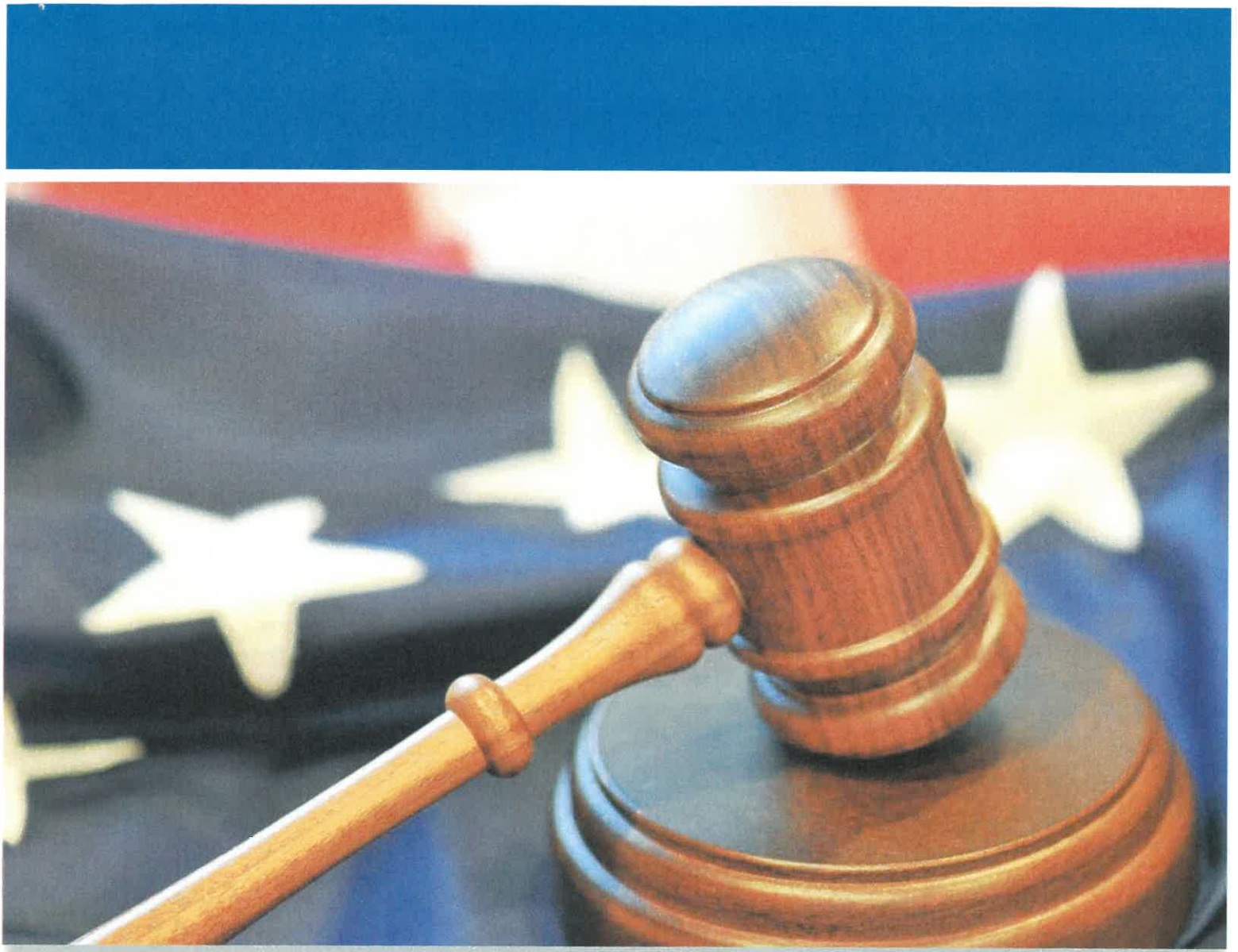
Do you understand this warning?

Please take your seat

Speaker Continues:

(Name of Individual) _____ you have been given fair warning, and you have persisted in disrupting this meeting. I therefore order you to leave this meeting.*

*If a police officer is present at your meeting, have the officer escort the individual from the meeting. If no officer is present, recess the meeting and call for an officer to respond in order to avoid further confrontation during the meeting. Once the individual is removed, reconvene the meeting.



Rosenberg's Rules of Order

REVISED 2011

Simple Rules of Parliamentary Procedure for the 21st Century

By Judge Dave Rosenberg



MISSION AND CORE BELIEFS

To expand and protect local control for cities through education and advocacy to enhance the quality of life for all Californians.

VISION

To be recognized and respected as the leading advocate for the common interests of California's cities.

About the League of California Cities

Established in 1898, the League of California Cities is a member organization that represents California's incorporated cities. The League strives to protect the local authority and autonomy of city government and help California's cities effectively serve their residents. In addition to advocating on cities' behalf at the state capitol, the League provides its members with professional development programs and information resources, conducts education conferences and research, and publishes Western City magazine.

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ABOUT THE AUTHOR

Dave Rosenberg is a Superior Court Judge in Yolo County. He has served as presiding judge of his court, and as presiding judge of the Superior Court Appellate Division. He also has served as chair of the Trial Court Presiding Judges Advisory Committee (the committee composed of all 58 California presiding judges) and as an advisory member of the California Judicial Council. Prior to his appointment to the bench, Rosenberg was member of the Yolo County Board of Supervisors, where he served two terms as chair. Rosenberg also served on the Davis City Council, including two terms as mayor. He has served on the senior staff of two governors, and worked for 19 years in private law practice. Rosenberg has served as a member and chair of numerous state, regional and local boards. Rosenberg chaired the California State Lottery Commission, the California Victim Compensation and Government Claims Board, the Yolo-Solano Air Quality Management District, the Yolo County Economic Development Commission, and the Yolo County Criminal Justice Cabinet. For many years, he has taught classes on parliamentary procedure and has served as parliamentarian for large and small bodies.



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INTRODUCTION

The rules of procedure at meetings should be simple enough for most people to understand. Unfortunately, that has not always been the case. Virtually all clubs, associations, boards, councils and bodies follow a set of rules — *Robert's Rules of Order* — which are embodied in a small, but complex, book. Virtually no one I know has actually read this book cover to cover. Worse yet, the book was written for another time and for another purpose. If one is chairing or running a parliament, then *Robert's Rules of Order* is a dandy and quite useful handbook for procedure in that complex setting. On the other hand, if one is running a meeting of say, a five-member body with a few members of the public in attendance, a simplified version of the rules of parliamentary procedure is in order.

Hence, the birth of *Rosenberg's Rules of Order*.

What follows is my version of the rules of parliamentary procedure, based on my decades of experience chairing meetings in state and local government. These rules have been simplified for the smaller bodies we chair or in which we participate, slimmed down for the 21st Century, yet retaining the basic tenets of order to which we have grown accustomed. Interestingly enough, *Rosenberg's Rules* has found a welcoming audience. Hundreds of cities, counties, special districts, committees, boards, commissions, neighborhood associations and private corporations and companies have adopted *Rosenberg's Rules* in lieu of *Robert's Rules* because they have found them practical, logical, simple, easy to learn and user friendly.

This treatise on modern parliamentary procedure is built on a foundation supported by the following four pillars:

1. **Rules should establish order.** The first purpose of rules of parliamentary procedure is to establish a framework for the orderly conduct of meetings.
2. **Rules should be clear.** Simple rules lead to wider understanding and participation. Complex rules create two classes: those who understand and participate; and those who do not fully understand and do not fully participate.
3. **Rules should be user friendly.** That is, the rules must be simple enough that the public is invited into the body and feels that it has participated in the process.
4. **Rules should enforce the will of the majority while protecting the rights of the minority.** The ultimate purpose of rules of procedure is to encourage discussion and to facilitate decision making by the body. In a democracy, majority rules. The rules must enable the majority to express itself and fashion a result, while permitting the minority to also express itself, but not dominate, while fully participating in the process.

Establishing a Quorum

The starting point for a meeting is the establishment of a quorum. A quorum is defined as the minimum number of members of the body who must be present at a meeting for business to be legally transacted. The default rule is that a quorum is one more than half the body. For example, in a five-member body a quorum is three. When the body has three members present, it can legally transact business. If the body has less than a quorum of members present, it cannot legally transact business. And even if the body has a quorum to begin the meeting, the body can lose the quorum during the meeting when a member departs (or even when a member leaves the dais). When that occurs the body loses its ability to transact business until and unless a quorum is reestablished.

The default rule, identified above, however, gives way to a specific rule of the body that establishes a quorum. For example, the rules of a particular five-member body may indicate that a quorum is four members for that particular body. The body must follow the rules it has established for its quorum. In the absence of such a specific rule, the quorum is one more than half the members of the body.

The Role of the Chair

While all members of the body should know and understand the rules of parliamentary procedure, it is the chair of the body who is charged with applying the rules of conduct of the meeting. The chair should be well versed in those rules. For all intents and purposes, the chair makes the final ruling on the rules every time the chair states an action. In fact, all decisions by the chair are final unless overruled by the body itself.

Since the chair runs the conduct of the meeting, it is usual courtesy for the chair to play a less active role in the debate and discussion than other members of the body. This does not mean that the chair should not participate in the debate or discussion. To the contrary, as a member of the body, the chair has the full right to participate in the debate, discussion and decision-making of the body. What the chair should do, however, is strive to be the last to speak at the discussion and debate stage. The chair should not make or second a motion unless the chair is convinced that no other member of the body will do so at that point in time.

The Basic Format for an Agenda Item Discussion

Formal meetings normally have a written, often published agenda. Informal meetings may have only an oral or understood agenda. In either case, the meeting is governed by the agenda and the agenda constitutes the body's agreed-upon roadmap for the meeting. Each agenda item can be handled by the chair in the following basic format:



First, the chair should clearly announce the agenda item number and should clearly state what the agenda item subject is. The chair should then announce the format (which follows) that will be followed in considering the agenda item.

Second, following that agenda format, the chair should invite the appropriate person or persons to report on the item, including any recommendation that they might have. The appropriate person or persons may be the chair, a member of the body, a staff person, or a committee chair charged with providing input on the agenda item.

Third, the chair should ask members of the body if they have any technical questions of clarification. At this point, members of the body may ask clarifying questions to the person or persons who reported on the item, and that person or persons should be given time to respond.

Fourth, the chair should invite public comments, or if appropriate at a formal meeting, should open the public meeting for public input. If numerous members of the public indicate a desire to speak to the subject, the chair may limit the time of public speakers. At the conclusion of the public comments, the chair should announce that public input has concluded (or the public hearing, as the case may be, is closed).

Fifth, the chair should invite a motion. The chair should announce the name of the member of the body who makes the motion.

Sixth, the chair should determine if any member of the body wishes to second the motion. The chair should announce the name of the member of the body who seconds the motion. It is normally good practice for a motion to require a second before proceeding to ensure that it is not just one member of the body who is interested in a particular approach. However, a second is not an absolute requirement, and the chair can proceed with consideration and vote on a motion even when there is no second. This is a matter left to the discretion of the chair.

Seventh, if the motion is made and seconded, the chair should make sure everyone understands the motion.

This is done in one of three ways:

1. The chair can ask the maker of the motion to repeat it;
2. The chair can repeat the motion; or
3. The chair can ask the secretary or the clerk of the body to repeat the motion.

Eighth, the chair should now invite discussion of the motion by the body. If there is no desired discussion, or after the discussion has ended, the chair should announce that the body will vote on the motion. If there has been no discussion or very brief discussion, then the vote on the motion should proceed immediately and there is no need to repeat the motion. If there has been substantial discussion, then it is normally best to make sure everyone understands the motion by repeating it.

Ninth, the chair takes a vote. Simply asking for the “ayes” and then asking for the “nays” normally does this. If members of the body do not vote, then they “abstain.” Unless the rules of the body provide otherwise (or unless a super majority is required as delineated later in these rules), then a simple majority (as defined in law or the rules of the body as delineated later in these rules) determines whether the motion passes or is defeated.

Tenth, the chair should announce the result of the vote and what action (if any) the body has taken. In announcing the result, the chair should indicate the names of the members of the body, if any, who voted in the minority on the motion. This announcement might take the following form: “The motion passes by a vote of 3-2, with Smith and Jones dissenting. We have passed the motion requiring a 10-day notice for all future meetings of this body.”

Motions in General

Motions are the vehicles for decision making by a body. It is usually best to have a motion before the body prior to commencing discussion of an agenda item. This helps the body focus.

Motions are made in a simple two-step process. First, the chair should recognize the member of the body. Second, the member of the body makes a motion by preceding the member’s desired approach with the words “I move ...”

A typical motion might be: “I move that we give a 10-day notice in the future for all our meetings.”

The chair usually initiates the motion in one of three ways:

1. **Inviting the members of the body to make a motion**, for example, “A motion at this time would be in order.”
2. **Suggesting a motion to the members of the body**, “A motion would be in order that we give a 10-day notice in the future for all our meetings.”
3. **Making the motion**. As noted, the chair has every right as a member of the body to make a motion, but should normally do so only if the chair wishes to make a motion on an item but is convinced that no other member of the body is willing to step forward to do so at a particular time.

The Three Basic Motions

There are three motions that are the most common and recur often at meetings:

The basic motion. The basic motion is the one that puts forward a decision for the body’s consideration. A basic motion might be: “I move that we create a five-member committee to plan and put on our annual fundraiser.”



The motion to amend. If a member wants to change a basic motion that is before the body, they would move to amend it. A motion to amend might be: “I move that we amend the motion to have a 10-member committee.” A motion to amend takes the basic motion that is before the body and seeks to change it in some way.

The substitute motion. If a member wants to completely do away with the basic motion that is before the body, and put a new motion before the body, they would move a substitute motion. A substitute motion might be: “I move a substitute motion that we cancel the annual fundraiser this year.”

“Motions to amend” and “substitute motions” are often confused, but they are quite different, and their effect (if passed) is quite different. A motion to amend seeks to retain the basic motion on the floor, but modify it in some way. A substitute motion seeks to throw out the basic motion on the floor, and substitute a new and different motion for it. The decision as to whether a motion is really a “motion to amend” or a “substitute motion” is left to the chair. So if a member makes what that member calls a “motion to amend,” but the chair determines that it is really a “substitute motion,” then the chair’s designation governs.

A “friendly amendment” is a practical parliamentary tool that is simple, informal, saves time and avoids bogging a meeting down with numerous formal motions. It works in the following way: In the discussion on a pending motion, it may appear that a change to the motion is desirable or may win support for the motion from some members. When that happens, a member who has the floor may simply say, “I want to suggest a friendly amendment to the motion.” The member suggests the friendly amendment, and if the maker and the person who seconded the motion pending on the floor accepts the friendly amendment, that now becomes the pending motion on the floor. If either the maker or the person who seconded rejects the proposed friendly amendment, then the proposer can formally move to amend.

Multiple Motions Before the Body

There can be up to three motions on the floor at the same time. The chair can reject a fourth motion until the chair has dealt with the three that are on the floor and has resolved them. This rule has practical value. More than three motions on the floor at any given time is confusing and unwieldy for almost everyone, including the chair.

When there are two or three motions on the floor (after motions and seconds) at the same time, the vote should proceed *first* on the *last* motion that is made. For example, assume the first motion is a basic “motion to have a five-member committee to plan and put on our annual fundraiser.” During the discussion of this motion, a member might make a second motion to “amend the main motion to have a 10-member committee, not a five-member committee to plan and put on our annual fundraiser.” And perhaps, during that discussion, a member makes yet a third motion as a “substitute motion that we not have an annual fundraiser this year.” The proper procedure would be as follows:

First, the chair would deal with the *third* (the last) motion on the floor, the substitute motion. After discussion and debate, a vote would be taken first on the third motion. If the substitute motion *passed*, it would be a substitute for the basic motion and would eliminate it. The first motion would be moot, as would the second motion (which sought to amend the first motion), and the action on the agenda item would be completed on the passage by the body of the third motion (the substitute motion). No vote would be taken on the first or second motions.

Second, if the substitute motion *failed*, the chair would then deal with the second (now the last) motion on the floor, the motion to amend. The discussion and debate would focus strictly on the amendment (should the committee be five or 10 members). If the motion to amend *passed*, the chair would then move to consider the main motion (the first motion) as *amended*. If the motion to amend *failed*, the chair would then move to consider the main motion (the first motion) in its original format, not amended.

Third, the chair would now deal with the first motion that was placed on the floor. The original motion would either be in its original format (five-member committee), or if *amended*, would be in its amended format (10-member committee). The question on the floor for discussion and decision would be whether a committee should plan and put on the annual fundraiser.

To Debate or Not to Debate

The basic rule of motions is that they are subject to discussion and debate. Accordingly, basic motions, motions to amend, and substitute motions are all eligible, each in their turn, for full discussion before and by the body. The debate can continue as long as members of the body wish to discuss an item, subject to the decision of the chair that it is time to move on and take action.

There are exceptions to the general rule of free and open debate on motions. The exceptions all apply when there is a desire of the body to move on. The following motions are not debatable (that is, when the following motions are made and seconded, the chair must immediately call for a vote of the body without debate on the motion):

Motion to adjourn. This motion, if passed, requires the body to immediately adjourn to its next regularly scheduled meeting. It requires a simple majority vote.

Motion to recess. This motion, if passed, requires the body to immediately take a recess. Normally, the chair determines the length of the recess which may be a few minutes or an hour. It requires a simple majority vote.

Motion to fix the time to adjourn. This motion, if passed, requires the body to adjourn the meeting at the specific time set in the motion. For example, the motion might be: “I move we adjourn this meeting at midnight.” It requires a simple majority vote.



Motion to table. This motion, if passed, requires discussion of the agenda item to be halted and the agenda item to be placed on “hold.” The motion can contain a specific time in which the item can come back to the body. “I move we table this item until our regular meeting in October.” Or the motion can contain no specific time for the return of the item, in which case a motion to take the item off the table and bring it back to the body will have to be taken at a future meeting. A motion to table an item (or to bring it back to the body) requires a simple majority vote.

Motion to limit debate. The most common form of this motion is to say, “I move the previous question” or “I move the question” or “I call the question” or sometimes someone simply shouts out “question.” As a practical matter, when a member calls out one of these phrases, the chair can expedite matters by treating it as a “request” rather than as a formal motion. The chair can simply inquire of the body, “any further discussion?” If no one wishes to have further discussion, then the chair can go right to the pending motion that is on the floor. However, if even one person wishes to discuss the pending motion further, then at that point, the chair should treat the call for the “question” as a formal motion, and proceed to it.

When a member of the body makes such a motion (“I move the previous question”), the member is really saying: “I’ve had enough debate. Let’s get on with the vote.” When such a motion is made, the chair should ask for a second, stop debate, and vote on the motion to limit debate. The motion to limit debate requires a two-thirds vote of the body.

NOTE: A motion to limit debate could include a time limit. For example: “I move we limit debate on this agenda item to 15 minutes.” Even in this format, the motion to limit debate requires a two-thirds vote of the body. A similar motion is a *motion to object to consideration of an item*. This motion is not debatable, and if passed, precludes the body from even considering an item on the agenda. It also requires a two-thirds vote.

Majority and Super Majority Votes

In a democracy, a simple majority vote determines a question. A tie vote means the motion fails. So in a seven-member body, a vote of 4-3 passes the motion. A vote of 3-3 with one abstention means the motion fails. If one member is absent and the vote is 3-3, the motion still fails.

All motions require a simple majority, but there are a few exceptions. The exceptions come up when the body is taking an action which effectively cuts off the ability of a minority of the body to take an action or discuss an item. These extraordinary motions require a two-thirds majority (a super majority) to pass:

Motion to limit debate. Whether a member says, “I move the previous question,” or “I move the question,” or “I call the question,” or “I move to limit debate,” it all amounts to an attempt to cut off the ability of the minority to discuss an item, and it requires a two-thirds vote to pass.

Motion to close nominations. When choosing officers of the body (such as the chair), nominations are in order either from a nominating committee or from the floor of the body. A motion to close nominations effectively cuts off the right of the minority to nominate officers and it requires a two-thirds vote to pass.

Motion to object to the consideration of a question. Normally, such a motion is unnecessary since the objectionable item can be tabled or defeated straight up. However, when members of a body do not even want an item on the agenda to be considered, then such a motion is in order. It is not debatable, and it requires a two-thirds vote to pass.

Motion to suspend the rules. This motion is debatable, but requires a two-thirds vote to pass. If the body has its own rules of order, conduct or procedure, this motion allows the body to suspend the rules for a particular purpose. For example, the body (a private club) might have a rule prohibiting the attendance at meetings by non-club members. A motion to suspend the rules would be in order to allow a non-club member to attend a meeting of the club on a particular date or on a particular agenda item.

Counting Votes

The matter of counting votes starts simple, but can become complicated.

Usually, it’s pretty easy to determine whether a particular motion passed or whether it was defeated. If a simple majority vote is needed to pass a motion, then one vote more than 50 percent of the body is required. For example, in a five-member body, if the vote is three in favor and two opposed, the motion passes. If it is two in favor and three opposed, the motion is defeated.

If a two-thirds majority vote is needed to pass a motion, then how many affirmative votes are required? The simple rule of thumb is to count the “no” votes and double that count to determine how many “yes” votes are needed to pass a particular motion. For example, in a seven-member body, if two members vote “no” then the “yes” vote of at least four members is required to achieve a two-thirds majority vote to pass the motion.

What about tie votes? In the event of a tie, the motion always fails since an affirmative vote is required to pass any motion. For example, in a five-member body, if the vote is two in favor and two opposed, with one member absent, the motion is defeated.

Vote counting starts to become complicated when members vote “abstain” or in the case of a written ballot, cast a blank (or unreadable) ballot. Do these votes count, and if so, how does one count them? The starting point is always to check the statutes.

In California, for example, for an action of a board of supervisors to be valid and binding, the action must be approved by a majority of the board. (California Government Code Section 25005.) Typically, this means three of the five members of the board must vote affirmatively in favor of the action. A vote of 2-1 would not be sufficient. A vote of 3-0 with two abstentions would be sufficient. In general law cities in



California, as another example, resolutions or orders for the payment of money and all ordinances require a recorded vote of the total members of the city council. (California Government Code Section 36936.) Cities with charters may prescribe their own vote requirements. Local elected officials are always well-advised to consult with their local agency counsel on how state law may affect the vote count.

After consulting state statutes, step number two is to check the rules of the body. If the rules of the body say that you count votes of “those present” then you treat abstentions one way. However, if the rules of the body say that you count the votes of those “present and voting,” then you treat abstentions a different way. And if the rules of the body are silent on the subject, then the general rule of thumb (and default rule) is that you count all votes that are “present and voting.”

Accordingly, under the “present and voting” system, you would **NOT** count abstention votes on the motion. Members who abstain are counted for purposes of determining quorum (they are “present”), but you treat the abstention votes on the motion as if they did not exist (they are not “voting”). On the other hand, if the rules of the body specifically say that you count votes of those “present” then you **DO** count abstention votes both in establishing the quorum and on the motion. In this event, the abstention votes act just like “no” votes.

How does this work in practice?

Here are a few examples.

Assume that a five-member city council is voting on a motion that requires a simple majority vote to pass, and assume further that the body has no specific rule on counting votes. Accordingly, the default rule kicks in and we count all votes of members that are “present and voting.” If the vote on the motion is 3-2, the motion passes. If the motion is 2-2 with one abstention, the motion fails.

Assume a five-member city council voting on a motion that requires a two-thirds majority vote to pass, and further assume that the body has no specific rule on counting votes. Again, the default rule applies. If the vote is 3-2, the motion fails for lack of a two-thirds majority. If the vote is 4-1, the motion passes with a clear two-thirds majority. A vote of three “yes,” one “no” and one “abstain” also results in passage of the motion. Once again, the abstention is counted only for the purpose of determining quorum, but on the actual vote on the motion, it is as if the abstention vote never existed — so an effective 3-1 vote is clearly a two-thirds majority vote.

Now, change the scenario slightly. Assume the same five-member city council voting on a motion that requires a two-thirds majority vote to pass, but now assume that the body **DOES** have a specific rule requiring a two-thirds vote of members “present.” Under this specific rule, we must count the members present not only for quorum but also for the motion. In this scenario, any abstention has the same force and effect as if it were a “no” vote. Accordingly, if the votes were three “yes,” one “no” and one “abstain,” then the motion fails. The abstention in this case is treated like a “no” vote and effective vote of 3-2 is not enough to pass two-thirds majority muster.

Now, exactly how does a member cast an “abstention” vote?

Any time a member votes “abstain” or says, “I abstain,” that is an abstention. However, if a member votes “present” that is also treated as an abstention (the member is essentially saying, “Count me for purposes of a quorum, but my vote on the issue is abstain.”) In fact, any manifestation of intention not to vote either “yes” or “no” on the pending motion may be treated by the chair as an abstention. If written ballots are cast, a blank or unreadable ballot is counted as an abstention as well.

Can a member vote “absent” or “count me as absent?” Interesting question. The ruling on this is up to the chair. The better approach is for the chair to count this as if the member had left his/her chair and is actually “absent.” That, of course, affects the quorum. However, the chair may also treat this as a vote to abstain, particularly if the person does not actually leave the dais.

The Motion to Reconsider

There is a special and unique motion that requires a bit of explanation all by itself; the motion to reconsider. A tenet of parliamentary procedure is finality. After vigorous discussion, debate and a vote, there must be some closure to the issue. And so, after a vote is taken, the matter is deemed closed, subject only to reopening if a proper motion to consider is made and passed.

A motion to reconsider requires a majority vote to pass like other garden-variety motions, but there are two special rules that apply only to the motion to reconsider.

First, is the matter of timing. A motion to reconsider must be made at the meeting where the item was first voted upon. A motion to reconsider made at a later time is untimely. (The body, however, can always vote to suspend the rules and, by a two-thirds majority, allow a motion to reconsider to be made at another time.)

Second, a motion to reconsider may be made only by certain members of the body. Accordingly, a motion to reconsider may be made only by a member who voted in the majority on the original motion. If such a member has a change of heart, he or she may make the motion to reconsider (any other member of the body — including a member who voted in the minority on the original motion — may second the motion). If a member who voted in the minority seeks to make the motion to reconsider, it must be ruled out of order. The purpose of this rule is finality. If a member of minority could make a motion to reconsider, then the item could be brought back to the body again and again, which would defeat the purpose of finality.

If the motion to reconsider passes, then the original matter is back before the body, and a new original motion is in order. The matter may be discussed and debated as if it were on the floor for the first time.



Courtesy and Decorum

The rules of order are meant to create an atmosphere where the members of the body and the members of the public can attend to business efficiently, fairly and with full participation. At the same time, it is up to the chair and the members of the body to maintain common courtesy and decorum. Unless the setting is very informal, it is always best for only one person at a time to have the floor, and it is always best for every speaker to be first recognized by the chair before proceeding to speak.

The chair should always ensure that debate and discussion of an agenda item focuses on the item and the policy in question, not the personalities of the members of the body. Debate on policy is healthy, debate on personalities is not. The chair has the right to cut off discussion that is too personal, is too loud, or is too crude.

Debate and discussion should be focused, but free and open. In the interest of time, the chair may, however, limit the time allotted to speakers, including members of the body.

Can a member of the body interrupt the speaker? The general rule is “no.” There are, however, exceptions. A speaker may be interrupted for the following reasons:

Privilege. The proper interruption would be, “point of privilege.” The chair would then ask the interrupter to “state your point.” Appropriate points of privilege relate to anything that would interfere with the normal comfort of the meeting. For example, the room may be too hot or too cold, or a blowing fan might interfere with a person’s ability to hear.

Order. The proper interruption would be, “point of order.” Again, the chair would ask the interrupter to “state your point.” Appropriate points of order relate to anything that would not be considered appropriate conduct of the meeting. For example, if the chair moved on to a vote on a motion that permits debate without allowing that discussion or debate.

Appeal. If the chair makes a ruling that a member of the body disagrees with, that member may appeal the ruling of the chair. If the motion is seconded, and after debate, if it passes by a simple majority vote, then the ruling of the chair is deemed reversed.

Call for orders of the day. This is simply another way of saying, “return to the agenda.” If a member believes that the body has drifted from the agreed-upon agenda, such a call may be made. It does not require a vote, and when the chair discovers that the agenda has not been followed, the chair simply reminds the body to return to the agenda item properly before them. If the chair fails to do so, the chair’s determination may be appealed.

Withdraw a motion. During debate and discussion of a motion, the maker of the motion on the floor, at any time, may interrupt a speaker to withdraw his or her motion from the floor. The motion is immediately deemed withdrawn, although the chair may ask the person who seconded the motion if he or she wishes to make the motion, and any other member may make the motion if properly recognized.

Special Notes About Public Input

The rules outlined above will help make meetings very public-friendly. But in addition, and particularly for the chair, it is wise to remember three special rules that apply to each agenda item:

Rule One: Tell the public what the body will be doing.

Rule Two: Keep the public informed while the body is doing it.

Rule Three: When the body has acted, tell the public what the body did.



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A Guide to the Ralph M. Brown Act

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CHAPTER 1:

IT IS THE PEOPLE'S BUSINESS



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NARROW EXEMPTIONS

PUBLIC PARTICIPATION
IN MEETINGS

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OPEN & PUBLIC IV

A GUIDE TO THE RALPH M. BROWN ACT



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OPEN & PUBLIC IV:
A GUIDE TO THE RALPH M. BROWN ACT, 2ND EDITION
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FOREWORD

The goal of this publication is to explain the requirements of the Ralph M. Brown Act, California's open meeting law, in lay language so that it can be readily understood by local government officials and employees, the public and the news media. We offer practical advice—especially in areas where the Brown Act is unclear or has been the subject of controversy—to assist local agencies in complying with the requirements of the law.

A number of organizations representing diverse views and constituencies have contributed to this publication in an effort to make it reflect as broad a consensus as possible among those who daily interpret and implement the Brown Act. The League thanks the following organizations for their contributions:

Association of California Healthcare Districts
Association of California Water Agencies
California Association of Sanitation Agencies (CASA)
California Attorney General—Department of Justice
City Clerks Association of California
California Municipal Utilities Association
California Redevelopment Association
California School Boards Association
California Special Districts Association
California State Association of Counties
Community College League of California
California First Amendment Project
California Newspaper Publishers Association
Common Cause
League of Women Voters of California

This publication is current as of June 2010. Updates to the publication responding to changes in the Brown Act or new court interpretations are available at www.cacities.org/opengovernment.

This publication is not intended to provide legal advice. A public agency's legal counsel is responsible for advising its governing body and staff and should always be consulted when legal issues arise.

To improve the readability of this publication:

- Most text will look like this;
- Practice tips are in the margins;
- **Hypothetical examples are printed in blue; and**
- Frequently asked questions, along with our answers, are in shaded text.

Additional copies of this publication may be purchased by visiting CityBooks online at www.cacities.org/store.

CHAPTER 1:

IT IS THE PEOPLE'S BUSINESS



■ THE RIGHT OF ACCESS

Two key parts of the Brown Act have not changed since its adoption in 1953. One is the Brown Act's initial section, declaring the Legislature's intent:

"In enacting this chapter, the Legislature finds and declares that the public commissions, boards, and councils and the other public agencies in this State exist to aid in the conduct of the people's business. It is the intent of the law that their actions be taken openly and that their deliberations be conducted openly."

"The people of this State do not yield their sovereignty to the agencies which serve them. The people, in delegating authority, do not give their public servants the right to decide what is good for the people to know and what is not good for them to know. The people insist on remaining informed so that they may retain control over the instruments they have created."

The people reconfirmed that intent 50 years later in the November 2004 election by adopting Proposition 59, amending the California Constitution to include a public right of access to government information:

*"The people have the right of access to information concerning the conduct of the people's business, and, therefore, the meetings of public bodies and the writings of public officials and agencies shall be open to public scrutiny."*²

The Brown Act's other unchanged provision is a single sentence:

*"All meetings of the legislative body of a local agency shall be open and public, and all persons shall be permitted to attend any meeting of the legislative body of a local agency, except as otherwise provided in this chapter."*³

That one sentence is by far the most important of the entire Brown Act. If the opening is the soul, that sentence is the heart of the Brown Act.

Practice Tip:

The key to the Brown Act is a single sentence. In summary, all meetings shall be **open and public** except when the Brown Act authorizes otherwise.

■ BROAD COVERAGE

The Brown Act covers members of virtually every type of local government body, elected or appointed, decision-making or advisory. Some types of private organizations are covered, as are newly-elected members of a legislative body, even before they take office.

Similarly, meetings subject to the Brown Act are not limited to face-to-face gatherings. They also include any communication medium or device through which a majority of a legislative body discusses, deliberates or takes action on an item of business outside of a noticed meeting. They include meetings held from remote locations by teleconference.

New communication technologies present new Brown Act challenges. For example, common e-mail practices of forwarding or replying to messages can easily lead to a serial meeting prohibited by the Brown Act, as can participation by members of a legislative body in an Internet chatroom or blog dialogue. Communicating during meetings using electronic technology (such as laptop computers, personal digital assistants, or cellular telephones) may create the perception that private communications are influencing the outcome of decisions; some state legislatures have banned the practice. On the other hand, widespread cablecasting and web streaming of meetings has greatly expanded public access to the decision-making process.

■ NARROW EXEMPTIONS

The express purpose of the Brown Act is to assure that local government agencies conduct the public's business openly and publicly. Courts and the California Attorney General usually broadly construe the Brown Act in favor of greater public access and narrowly construe exemptions to its general rules.⁴

Generally, public officials should think of themselves as living in glass houses, and that they may only draw the curtains when it is in the public interest to preserve confidentiality. Closed sessions may be held only as specifically authorized by the provisions of the Brown Act itself.

The Brown Act, however, is limited to meetings among a majority of the members of multi-member government bodies when the subject relates to local agency business. It does not apply to independent conduct of individual decision-makers. It does not apply to social, ceremonial, educational, and other gatherings as long as a majority of the members of a body don't discuss issues related to their local agency's business. Meetings of temporary advisory committees—as distinguished from standing committees—made up solely of less than a quorum of a legislative body are not subject to the Brown Act.

The law does not apply to local agency staff or employees, but they may facilitate a violation by acting as a conduit for discussion, deliberation, or action by the legislative body.⁵

The law, on the one hand, recognizes the need of individual local officials to meet and discuss matters with their constituents. On the other hand, it requires—with certain specific exceptions to protect the community and preserve individual rights—that the decision-making process be public. Sometimes the boundary between the two is not easy to draw.

Practice Tip:

Think of the government's house as being made of glass. The curtains may be drawn only to further the public's interest.



■ PUBLIC PARTICIPATION IN MEETINGS

In addition to requiring the public's business to be conducted in open, noticed meetings, the Brown Act also extends to the public the right to participate in meetings. Individuals, lobbyists, and members of the news media possess the right to attend, record, broadcast, and participate in public meetings. The public's participation is further enhanced by the Brown Act's requirement that a meaningful agenda be posted in advance of meetings, by limiting discussion and action to matters listed on the agenda, and by requiring that meeting materials be made available.

Legislative bodies may, however, adopt reasonable regulations on public testimony and the conduct of public meetings, including measures to address disruptive conduct and irrelevant speech.

■ CONTROVERSY

Not surprisingly, the Brown Act has been a source of confusion and controversy since its inception. News media and government watchdogs often argue the law is toothless, pointing out that there has never been a single criminal conviction for a violation. They often suspect that closed sessions are being misused.

Public officials complain that the Brown Act makes it difficult to respond to constituents and requires public discussions of items better discussed privately—such as why a particular person should not be appointed to a board or commission. Many elected officials find the Brown Act inconsistent with their private business experiences. Closed meetings can be more efficient; they eliminate grandstanding and promote candor. The techniques that serve well in business—the working lunch, the sharing of information through a series of phone calls or emails, the backroom conversations and compromises—are often not possible under the Brown Act.

As a matter of public policy, California (along with many other states) has concluded that there is more to be gained than lost by conducting public business in the open. Government behind closed doors may well be efficient and business-like, but it may be perceived as unresponsive and untrustworthy.

■ BEYOND THE LAW—GOOD BUSINESS PRACTICES

Violations of the Brown Act can lead to invalidation of an agency's action, payment of a challenger's attorney's fees, public embarrassment, even criminal prosecution. But the Brown Act is a floor, not a ceiling for conduct of public officials. This guide is focused not only on the Brown Act as a minimum standard, but also on meeting practices or activities that, legal or not, are likely to create controversy. Problems may crop up, for example, when agenda descriptions are too brief or vague, when an informal get-together takes on the appearance of a meeting, when an agency conducts too much of its business in closed session or discusses matters in closed session that are beyond the authorized scope, or when controversial issues arise that are not on the agenda.

The Brown Act allows a legislative body to adopt practices and requirements for greater access to meetings for itself and its subordinate committees and bodies that are more stringent than the law itself requires.⁶ Rather than simply restate the basic requirements of the Brown Act, local open meeting policies should strive to anticipate and prevent problems in areas where the Brown Act doesn't provide full guidance. As with the adoption of any other significant policy, public comment should be solicited.



Practice Tip:

Transparency is a foundational value for ethical government practices. The Brown Act is a floor, not a ceiling, for conduct.

A local policy could build on these basic Brown Act goals:

- A legislative body's need to get its business done smoothly;
- The public's right to participate meaningfully in meetings, and to review documents used in decision-making at a relevant point in time;
- A local agency's right to confidentially address certain negotiations, personnel matters, claims and litigation; and
- The right of the press to fully understand and communicate public agency decision-making.

An explicit and comprehensive public meeting and information policy, especially if reviewed periodically, can be an important element in maintaining or improving public relations. Such a policy exceeds the absolute requirements of the law—but if the law were enough this guide would be unnecessary. A narrow legalistic approach will not avoid or resolve potential controversies. An agency should consider going beyond the law, and look at its unique circumstances and determine if there is a better way to prevent potential problems and promote public trust. At the very least, local agencies need to think about how their agendas are structured in order to make Brown Act compliance easier. They need to plan carefully to make sure public participation fits smoothly into the process.

■ ACHIEVING BALANCE

The Brown Act should be neither an excuse for hiding the ball nor a mechanism for hindering efficient and orderly meetings. The Brown Act represents a balance among the interests of constituencies whose interests do not always coincide. It calls for openness in local government, yet should allow government to function responsively and productively.

There must be both adequate notice of what discussion and action is to occur during a meeting as well as a normal degree of spontaneity in the dialogue between elected officials and their constituents.

The ability of an elected official to confer with constituents or colleagues must be balanced against the important public policy prohibiting decision-making outside of public meetings.

In the end, implementation of the Brown Act must ensure full participation of the public and preserve the integrity of the decision-making process, yet not stifle government officials and impede the effective and natural operation of government.

■ HISTORICAL NOTE

In late 1951, *San Francisco Chronicle* reporter Mike Harris spent six weeks looking into the way local agencies conducted meetings. State law had long required that business be done in public, but Harris discovered secret meetings or caucuses were common. He wrote a 10-part series on “Your Secret Government” that ran in May and June 1952.

Out of the series came a decision to push for a new state open meeting law. Harris and Richard (Bud) Carpenter, legal counsel for the League of California Cities, drafted such a bill and Assembly Member Ralph M. Brown agreed to carry it. The Legislature passed the bill and Gov. Earl Warren signed it into law in 1953.

The Ralph M. Brown Act, known as the “Brown Act”, has evolved under a series of amendments and court decisions, and has been the model for other open meeting laws—such as the Bagley-Keene Act, enacted in 1967 to cover state agencies.

Practice Tip:

The Brown Act should be viewed as a tool to facilitate the business of local government agencies. Local policies that go beyond the minimum requirements of law may help instill public confidence and avoid problems.



Assembly Member Brown is best known for the open meeting law that carries his name. He was elected to the Legislature in 1942 and served 19 years, including the last three years as Speaker. He then became an appellate court justice.

Endnotes

- 1 California Government Code section 54950
- 2 California Constitution, Art. 1, section 3 (b)(1)
- 3 California Government Code section 54953 (a)
- 4 This principle of broad construction when it furthers public access and narrow construction if a provision limits public access is also stated in the amendment to the state's Constitution adopted by Proposition 59 in 2004. California Constitution, Art. 1, section 3(b)(2)
- 5 California Government Code section 54952.2 (c); *Wolfe v. City of Fremont* (2006) 144 Cal.App.4th 533
- 6 California Government Code section 54953.7

Updates to this publication responding to changes in the Brown Act or new court interpretations are available at www.cacities.org/opengovernment. A current version of the Brown Act may be found at www.leginfo.ca.gov.

CHAPTER 2:

LEGISLATIVE BODIES



WHAT IS A "LEGISLATIVE BODY"
OF A LOCAL AGENCY?

WHAT IS NOT A "LEGISLATIVE BODY"
FOR PURPOSES OF THE BROWN ACT?

CHAPTER 2:

LEGISLATIVE BODIES



The Brown Act applies to the legislative bodies of local agencies. It defines “legislative body” broadly to include just about every type of decision-making body of a local agency.¹

■ WHAT IS A “LEGISLATIVE BODY” OF A LOCAL AGENCY?

A “legislative body” includes:

- **The “governing body”** of a local agency or any other local body created by state or federal statute.”² This includes city councils, boards of supervisors, school boards and boards of trustees of special districts. A “local agency” is any city, county, school district, municipal corporation, redevelopment agency, district, political subdivision, or other public agency.³ A housing authority is a local agency under the Brown Act even though it is created by and is an agent of the state.⁴ The California Attorney General has opined that air pollution control districts and regional open space districts are also covered.⁵ Entities created pursuant to joint powers agreements are local agencies within the meaning of the Brown Act.⁶
- **Newly-elected members** of a legislative body who have not yet assumed office must conform to the requirements of the Brown Act as if already in office.⁷ Thus, meetings between incumbents and newly-elected members of a legislative body, such as a meeting between two outgoing members and a member-elect of a five-member body, could violate the Brown Act.

Practice Tip:

The prudent presumption is that an advisory committee or task force is subject to the Brown Act. Even if one clearly is not, it may want to comply with the Brown Act. Public meetings may reduce the possibility of misunderstandings and controversy.

- Q.** On the morning following the election to a five-member legislative body of a local agency, two successful candidates, neither an incumbent, meet with an incumbent member of the legislative body for a celebratory breakfast. Does this violate the Brown Act?
- A.** *It might, and absolutely would if the conversation turns to agency business. Even though the candidates-elect have not officially been sworn in, the Brown Act applies. If purely a social event, there is no violation but it would be preferable if others were invited to attend to avoid the appearance of impropriety.*

- **Appointed bodies**—whether permanent or temporary, decision-making or advisory—including planning commissions, civil service commissions and other subsidiary committees, boards, and bodies. Volunteer groups, executive search committees, task forces, and “blue ribbon committees” created by formal action of the governing body are legislative bodies. When the members of two or more legislative bodies are appointed to serve on an entirely separate advisory group, the resulting body may be subject to the Brown Act. In one reported case, a city council created a committee of two members of the city council and two members of the city planning commission to review qualifications of prospective planning commissioners and make recommendations to the council. The court held that their joint mission made them a legislative body subject to the Brown Act. Had the two committees remained separate and met only to exchange information, they would have been exempt from the Brown Act.⁸
- **Standing committees** of a legislative body, irrespective of their composition, which have either: (1) a continuing subject matter jurisdiction, or (2) a meeting schedule fixed by charter, ordinance, resolution, or formal action of a legislative body.⁹ Even if comprised of less than a quorum of the governing body, a standing committee is subject to the Brown Act. For example, if a governing body creates long-term committees on budget and finance or on public safety, those are standing committees subject to the Brown Act. Further, function over form controls. For example, a statement by the legislative body that “the advisory committee shall not exercise continuing subject matter jurisdiction” or the fact that the committee does not have a fixed meeting schedule is not determinative.¹⁰ “Formal action” by a legislative body includes authorization given to the agency’s executive officer to appoint an advisory committee pursuant to agency-adopted policy.¹¹
- The governing body of any **private organization** either: (1) created by the legislative body in order to exercise authority that may lawfully be delegated by such body to a private corporation, limited liability company or other entity or (2) that receives agency funding and whose governing board includes a member of the legislative body of the local agency appointed by the legislative body as a full voting member of the private entity’s governing board.¹² These include some nonprofit corporations created by local agencies.¹³ If a local agency contracts with a private firm for a service (for example, payroll, janitorial, or food services), the private firm is not covered by the Brown Act.¹⁴ When a member of a legislative body sits on a board of a private organization as a private person and is not appointed by the legislative body, the board will not be subject to the Brown Act. Similarly, when the legislative body appoints someone other than one of its own members to such boards, the Brown Act does not apply. Nor does it apply when a private organization merely receives agency funding.¹⁵

Practice Tip:

It can be difficult to determine whether a subcommittee of a body falls into the category of a standing committee or an exempt temporary committee. Suppose a committee is created to explore the renewal of a franchise or a topic of similarly limited scope and duration. Is it an exempt temporary committee or a non-exempt standing committee? The answer may depend on factors such as how meeting schedules are determined, the scope of the committee’s charge, or whether the committee exists long enough to have “continuing jurisdiction.”

Q: The local chamber of commerce is funded in part by the city. The mayor sits on the chamber’s board of directors. Is the chamber board a legislative body subject to the Brown Act?

A: *Maybe. If the chamber’s governing documents require the mayor to be on the board and the city council appoints the mayor to that position, the board is a legislative body. If, however, the chamber board independently appoints the mayor to its board, or the mayor attends chamber board meetings in a purely advisory capacity, it is not.*

Q: If a community college district board creates an auxiliary organization to operate a campus bookstore or cafeteria, is the board of the organization a legislative body?

A: *Yes. But, if the district instead contracts with a private firm to operate the bookstore or cafeteria, the Brown Act would not apply to the private firm.*

- **Certain kinds of hospital operators.** A lessee of a hospital (or portion of a hospital) first leased under Health and Safety Code subsection 32121(p) after Jan. 1, 1994, which exercises “material authority” delegated to it by a local agency, whether or not such lessee is organized and operated by the agency or by a delegated authority.¹⁶

■ WHAT IS NOT A “LEGISLATIVE BODY” FOR PURPOSES OF THE BROWN ACT?

- A temporary advisory committee **composed solely of less than a quorum** of the legislative body that serves a limited or single purpose, that is not perpetual, and that will be dissolved once its specific task is completed is not subject to the Brown Act.¹⁷ Temporary committees are sometimes called *ad hoc* committees, a term not used in the Brown Act. Examples include an advisory committee composed of less than a quorum created to interview candidates for a vacant position or to meet with representatives of other entities to exchange information on a matter of concern to the agency, such as traffic congestion.¹⁸
- Groups advisory to a single decision-maker or appointed by staff are not covered. The Brown Act applies only to committees created by formal action of the legislative body and not to committees created by others. A committee advising a superintendent of schools would not be covered by the Brown Act. However, the same committee, if created by formal action of the school board, would be covered.¹⁹

Q. A member of the legislative body of a local agency informally establishes an advisory committee of five residents to advise her on issues as they arise. Does the Brown Act apply to this committee?

A. *No, because the committee has not been established by formal action of the legislative body.*

Q. During a meeting of the city council, the council directs the city manager to form an advisory committee of residents to develop recommendations for a new ordinance. The city manager forms the committee and appoints its members; the committee is instructed to direct its recommendations to the city manager. Does the Brown Act apply to this committee?

A. *Possibly, because the direction from the city council might be regarded as a formal action of the body notwithstanding that the city manager controls the committee.*

- Individual decision makers who are not elected or appointed members of a legislative body are not covered by the Brown Act. For example, a disciplinary hearing presided over by a department head or a meeting of agency department heads are not subject to the Brown Act since such assemblies are not those of a legislative body.²⁰
- County central committees of political parties are also not Brown Act bodies.²¹

Endnotes

- 1 *Taxpayers for Livable Communities v. City of Malibu* (2005) 126 Cal.App.4th 1123
- 2 California Government Code section 54952(a)
- 3 California Government Code section 54951. *But see:* Education Code section 35147, which exempts certain school councils and school site advisory committees from the Brown Act and imposes upon them a separate set of rules.
- 4 *Torres v. Board of Commissioners* (1979) 89 Cal.App.3d 545
- 5 71 Ops.Cal.Atty.Gen. 96 (1988); 73 Ops.Cal.Atty.Gen. 1 (1990)
- 6 *McKee v. Los Angeles Interagency Metropolitan Police Apprehension Crime Task Force* (2005) 134 Cal.App.4th 354
- 7 California Government Code section 54952.1
- 8 *Joiner v. City of Sebastopol* (1981) 125 Cal.App.3d 799
- 9 California Government Code section 54952(b)
- 10 79 Ops. Cal.Atty.Gen. 69 (1996)
- 11 *Frazer v. Dixon Unified School District* (1993) 18 Cal.App.4th 781
- 12 California Government Code section 54952(c)(1)(B). The same rule applies to a full voting member appointed prior to February 9, 1996 who, after that date, is made a non-voting board member by the legislative body. California Government Code section 54952(c)(2)
- 13 California Government Code section 54952(c)(1)(A); *International Longshoremen's and Warehousemen's Union v. Los Angeles Export Terminal* (1999) 69 Cal.App.4th 287; *Epstein v. Hollywood Entertainment Dist. II Business Improvement District* (2001) 87 Cal.App.4th 862; *see also:* 81 Ops.Cal.Atty.Gen. 281 (1998); 85 Ops.Cal.Atty.Gen. 55
- 14 *International Longshoremen's and Warehousemen's Union v. Los Angeles Export Terminal* (1999) 69 Cal.App.4th 287, 300 fn. 5
- 15 "The Brown Act," California Attorney General (2003), p. 7
- 16 California Government Code section 54952(d)
- 17 California Government Code section 54952(b); *see also: Freedom Newspapers, Inc. v. Orange County Employees Retirement System Board of Directors* (1993) 6 Cal.4th 821
- 18 *Taxpayers for Livable Communities v. City of Malibu* (2005) 126 Cal.App.4th 1123
- 19 56 Ops.Cal.Atty.Gen. 14 (1973)
- 20 *Wilson v. San Francisco Municipal Railway* (1973) 29 Cal.App.3d 870
- 21 59 Ops.Cal.Atty.Gen. 162 (1976)

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CHAPTER 3:

MEETINGS



BROWN ACT MEETINGS

SIX EXCEPTIONS TO THE MEETING
DEFINITION

COLLECTIVE BRIEFINGS

RETREATS OR WORKSHOPS OF
LEGISLATIVE BODIES

SERIAL MEETINGS

INFORMAL GATHERINGS

TECHNOLOGICAL CONFERENCING

LOCATION OF MEETINGS

CHAPTER 3:

MEETINGS



The Brown Act only applies to meetings of local legislative bodies. The Brown Act defines a meeting as: "... any congregation of a majority of the members of a legislative body at the same time and place to hear, discuss, or deliberate upon any item that is within the subject matter jurisdiction of the legislative body or the local agency to which it pertains."¹ Under the Brown Act, the term "meeting" is not limited to gatherings at which action is taken but includes deliberative gatherings as well.

■ BROWN ACT MEETINGS

Brown Act gatherings include a legislative body's regular meetings, special meetings, emergency meetings and adjourned meetings.

- "Regular meetings" are meetings occurring at the dates, times, and location set by resolution, ordinance, or other formal action by the legislative body and are subject to 72-hour posting requirements.²
- "Special meetings" are meetings called by the presiding officer or majority of the legislative body to discuss only discrete items on the agenda under the Brown Act's notice requirements for special meetings.³
- "Emergency meetings" are a limited class of meetings held when prompt action is needed due to actual or threatened disruption of public facilities and are held on little notice.⁴
- "Adjourned meetings" are regular or special meetings that have been adjourned or re-adjourned to a time and place specified in the order of adjournment, with no agenda required for regular meetings adjourned for less than five calendar days as long as no additional business is transacted.⁵

■ SIX EXCEPTIONS TO THE MEETING DEFINITION

The Brown Act creates six exceptions to the meeting definition: ⁶

Individual Contacts

The first exception involves individual contacts between a member of the legislative body and any other person. The Brown Act does not limit a legislative body member acting on his or her own. This exception recognizes the right to confer with constituents, advocates, consultants, news reporters, local agency staff or a colleague.

Individual contacts, however, cannot be used to do in stages what would be prohibited in one step. For example, a series of individual contacts that leads to discussion, deliberation or action among a majority of the members of a legislative body is prohibited. Such serial meetings are discussed below.

Conferences

The second exception allows a legislative body majority to attend a conference or similar gathering open to the public that addresses issues of general interest to the public or to public agencies of the type represented by the legislative body.

Among other things, this exception permits legislative body members to attend annual association conferences of city, county, school, community college, and other local agency officials, so long as those meetings are open to the public. However, a majority of members cannot discuss among themselves, other than as part of the scheduled program, business of a specific nature that is within their local agency's subject matter jurisdiction.



Community Meetings

The third exception allows a legislative body majority to attend an open and publicized meeting held by another organization to address a topic of local community concern. Again, a majority cannot discuss among themselves, other than as part of the scheduled program, business of a specific nature that is within their local agency's subject matter jurisdiction. Under this exception, a legislative body majority may attend a local service club meeting or a local candidates' night if the meetings are open to the public.

"I see we have four distinguished members of the city council at our meeting tonight," said the chair of the Environmental Action Coalition.

"I wonder if they have anything to say about the controversy over enacting a slow growth ordinance?"

The Brown Act permits a majority of a legislative body to attend and speak at an open and publicized meeting conducted by another organization. The Brown Act may nevertheless be violated if a majority discusses, deliberates, or takes action on an item during the meeting of the other organization. There is a fine line between what is permitted and what is not; hence, members should exercise caution when participating in these types of events.

Q. The local chamber of commerce sponsors an open and public candidate debate during an election campaign. Three of the five agency members are up for re-election and all three participate. All of the candidates are asked their views of a controversial project scheduled for a meeting to occur just after the election. May the three incumbents answer the question?

A. Yes, because the Brown Act does not constrain the incumbents from expressing their views regarding important matters facing the local agency as part of the political process the same as any other candidates.



Other Legislative Bodies

The fourth exception allows a majority of a legislative body to attend an open and publicized meeting of: (1) another body of the local agency and (2) a legislative body of another local agency.⁷ Again, the majority cannot discuss among themselves, other than as part of the scheduled meeting, business of a specific nature that is within their local agency's subject matter jurisdiction. This exception allows, for example, a city council or a majority of a board of supervisors to attend a controversial meeting of the planning commission.

Nothing in the Brown Act prevents the majority of a legislative body from sitting together at such a meeting. They may choose not to, however, to preclude any possibility of improperly discussing local agency business and to avoid the appearance of a Brown Act violation. Further, aside from the Brown Act, there may be other reasons, such as due process considerations, why the members should avoid giving public testimony or trying to influence the outcome of proceedings before a subordinate body.

- Q.** The entire legislative body intends to testify against a bill before the Senate Local Government Committee in Sacramento. Must this activity be noticed as a meeting of the body?
- A.** *No, because the members are attending and participating in an open meeting of another governmental body which the public may attend.*
- Q.** The members then proceed upstairs to the office of their local Assembly member to discuss issues of local interest. Must this session be noticed as a meeting and be open to the public?
- A.** *Yes, because the entire body may not meet behind closed doors except for proper closed sessions. The same answer applies to a private lunch or dinner with the Assembly member.*

Standing Committees

The fifth exception authorizes the attendance of a majority at an open and noticed meeting of a standing committee of the legislative body, provided that the legislative body members who are not members of the standing committee attend only as observers (meaning that they cannot speak or otherwise participate in the meeting).⁸

- Q.** The legislative body establishes a standing committee of two of its five members, which meets monthly. A third member of the legislative body wants to attend these meetings and participate. May she?
- A.** *She may attend, but only as an observer; she may not participate.*

Social or Ceremonial Events

The sixth and final exception permits a majority of a legislative body to attend a purely social or ceremonial occasion. Once again, a majority cannot discuss business among themselves of a specific nature that is within the subject matter jurisdiction of the local agency.

Nothing in the Brown Act prevents a majority of members from attending the same football game, party, wedding, funeral, reception, or farewell. The test is not whether a majority of a legislative body attends the function, but whether business of a specific nature within the subject matter jurisdiction of the local agency is discussed. So long as no local agency business is discussed, there is no violation of the Brown Act.

■ COLLECTIVE BRIEFINGS

None of these six exceptions permits a majority of a legislative body to meet together with staff in advance of a meeting for a collective briefing. Any such briefings that involve a majority of the body in the same place and time must be open to the public and satisfy Brown Act meeting notice and agenda requirements.

■ RETREATS OR WORKSHOPS OF LEGISLATIVE BODIES

There is consensus among local agency attorneys that gatherings by a majority of legislative body members at the legislative body's retreats, study sessions, or workshops are covered under the Brown Act. This is the case whether the retreat, study session, or workshop focuses on long-range agency planning, discussion of critical local issues, or on team building and group dynamics.⁹

- Q.** The legislative body wants to hold a team-building session to improve relations among its members. May such a session be conducted behind closed doors?
- A.** *No, this is not a proper subject for a closed session, and there is no other basis to exclude the public. Council relations are a matter of public business.*

■ SERIAL MEETINGS

One of the most frequently asked questions about the Brown Act involves serial meetings. At any one time, such meetings involve only a portion of a legislative body, but eventually involve a majority.

The problem with serial meetings is the process, which deprives the public of an opportunity for meaningful participation in legislative body decision-making. The Brown Act provides that "[a] majority of the members of a legislative body shall not, outside a meeting...use a series of communications of any kind, directly or through intermediaries, to discuss, deliberate, or take action on any item of business that is within the subject matter jurisdiction of the legislative body."¹⁰

The serial meeting may occur by either a "daisy-chain" or a "hub-and-spoke" sequence. In the daisy-chain scenario, Member A contacts Member B, Member B contacts Member C, Member C contacts Member D and so on, until a quorum has discussed, deliberated or taken action on an item within the legislative body's subject matter jurisdiction. The hub-and-spoke process involves, for example, a staff member (the hub) communicating with members of a legislative body (the spokes) one-by-one for a decision on a proposed action,¹¹ or a chief executive officer briefing a majority of redevelopment agency members prior to a formal meeting and, in the process, information about the members' respective views is revealed. Each of these scenarios violates the Brown Act.

A legislative body member has the right, if not the duty, to meet with constituents to address their concerns. That member also has the right to confer with a colleague or appropriate staff about local agency business. An employee or official of a local agency may engage in separate conversations or communications outside of an open and noticed meeting "with members of a legislative body in order to answer questions or provide information regarding a matter that is within the subject matter jurisdiction of the local agency if that person does not communicate to members of the legislative body the comments or position of any other member or members of the legislative body."¹²

The Brown Act has been violated however, if several one-on-one meetings or conferences leads to a discussion, deliberation or action by a majority. In one case, a violation occurred when a quorum of a city council directed staff by letter on an eminent domain action.¹³



A unilateral written communication to the legislative body, such as an informational or advisory memorandum, does not violate the Brown Act.¹⁴ Such a memo, however, may be a public record.¹⁵

The phone call was from a lobbyist. “Say, I need your vote for that project in the south area. How about it?”

“Well, I don’t know,” replied Board Member Aletto. “That’s kind of a sticky proposition. You sure you need my vote?”

“Well, I’ve got Bradley and Cohen lined up and another vote leaning. With you I’d be over the top.”

Moments later, the phone rings again. “Hey, I’ve been hearing some rumbles on that south area project,” said the newspaper reporter. “I’m counting noses. How are you voting on it?”

Neither the lobbyist nor the reporter has violated the Brown Act, but they are facilitating a violation. The board member may have violated the Brown Act by hearing about the positions of other board members and indeed coaxing the lobbyist to reveal the other board members’ positions by asking “You sure you need my vote?” The prudent course is to avoid such leading conversations and to caution lobbyists, staff and news media against revealing such positions of others.

The mayor sat down across from the city manager. “From now on,” he declared, “I want you to provide individual briefings on upcoming agenda items. Some of this material is very technical, and the council members don’t want to sound like idiots asking about it in public. Besides that, briefings will speed up the meeting.”

Agency employees or officials may have separate conversations or communications outside of an open and noticed meeting “with members of a legislative body in order to answer questions or provide information regarding a matter that is within the subject matter jurisdiction of the local agency if that person does not communicate to members of the legislative body the comments or position of any other member or members of the legislative body.”¹⁶ Members should always be vigilant when discussing local agency business with anyone to avoid conversations that could lead to a discussion, deliberation or action taken among the majority of the legislative body.

“Thanks for the information,” said Council Member Kim. “These zoning changes can be tricky, and now I think I’m better equipped to make the right decision.”

“Glad to be of assistance,” replied the planning director. “Any idea what the other council members think of the problem?”

The planning director should not ask, and the member should not answer. A one-on-one meeting that involves communicating the comments or position of other members violates the Brown Act.

Practice Tip:

When briefing legislative body members, staff must exercise care not to disclose other members’ views and positions.

- Q.** The agency’s Web site includes a chat room where agency employees and officials participate anonymously and often discuss issues of local agency business. Members of the legislative body participate regularly. Does this scenario present a potential for violation of the Brown Act?
- A.** Yes, because it is a technological device that may serve to allow for a majority of members to discuss, deliberate or take action on matters of agency business.
- Q.** A member of a legislative body contacts two other members on a five-member body relative to scheduling a special meeting. Is this an illegal serial meeting?
- A.** No, the Brown Act expressly allows this kind of communication, though the members should avoid discussing the merits of what is to be taken up at the meeting.

Particular care should be exercised when staff briefings of legislative body members occur by email because of the ease of using the “reply to all” button that may inadvertently result in a Brown Act violation.

■ INFORMAL GATHERINGS

Often members are tempted to mix business with pleasure—for example, by holding a post meeting gathering. Informal gatherings at which local agency business is discussed or transacted violate the law if they are not conducted in conformance with the Brown Act.¹⁷ A luncheon gathering in a crowded dining room violates the Brown Act if the public does not have an adequate opportunity to hear or participate in the deliberations of members.

Thursday at 11:30 a.m., as they did every week, the board of directors of the Dry Gulch Irrigation District trooped into Pop’s Donut Shoppe for an hour of talk and fellowship. They sat at the corner window, fronting on Main and Broadway, to show they had nothing to hide. Whenever he could, the managing editor of the weekly newspaper down the street hurried over to join the board.

A gathering like this would not violate the Brown Act if board members scrupulously avoided talking about irrigation district issues. But it is the kind of situation that should be avoided. The public is unlikely to believe the board members could meet regularly without discussing public business. A newspaper executive’s presence in no way lessens the potential for a violation of the Brown Act.

- Q.** The agency has won a major victory in the Supreme Court on an issue of importance. The presiding officer decides to hold an impromptu press conference in order to make a statement to the print and broadcast media. All the other members show up in order to make statements of their own and be seen by the media. Is this gathering illegal?
- A.** *Technically there is no exception for this sort of gathering, but as long as members do not state their intentions as to future action to be taken and the press conference is open to the public, it seems harmless.*

■ TECHNOLOGICAL CONFERENCING

In an effort to keep up with information age technologies, the Brown Act now specifically allows a legislative body to use any type of teleconferencing to meet, receive public comment and testimony, deliberate, or conduct a closed session.¹⁸ While the Brown Act contains specific requirements for conducting a teleconference, the decision to use teleconferencing is entirely discretionary within the body.

“Teleconference” is defined as “a meeting of a legislative body, the members of which are in different locations, connected by electronic means, through either audio or video, or both.”¹⁹ In addition to the specific requirements relating to teleconferencing, the meeting must comply with all provisions of the Brown Act otherwise applicable. The Brown Act contains the following specific requirements:²⁰

- Teleconferencing may be used for all purposes during any meeting;
- At least a quorum of the legislative body must participate from locations within the local agency’s jurisdiction;
- Additional teleconference locations may be made available for the public;



Practice Tip:

Legal counsel for the local agency should be consulted before teleconferencing a meeting.

- Each teleconference location must be specifically identified in the notice and agenda of the meeting, including a full address and room number, as may be applicable;
- Agendas must be posted at each teleconference location, even if a hotel room or a residence;
- Each teleconference location must be accessible to the public and have technology, such as a speakerphone, to enable the public to participate;
- The agenda must provide the opportunity for the public to address the legislative body directly at each teleconference location; and
- All votes must be by roll call.

- Q.** A member on vacation wants to participate in a meeting of the legislative body and vote by cellular phone from her car while driving from Washington, D.C. to New York. May she?
- A.** *She may not participate or vote because she is not in a noticed and posted teleconference location.*

The use of teleconferencing to conduct a legislative body meeting presents a variety of new issues beyond the scope of this guide to discuss in detail. Therefore, before teleconferencing a meeting, legal counsel for the local agency should be consulted.

■ LOCATION OF MEETINGS

The Brown Act generally requires all regular and special meetings of a legislative body, including retreats and workshops, to be held within the boundaries of the territory over which the local agency exercises jurisdiction.²¹

An open and publicized meeting of a legislative body may be held outside of agency boundaries if the purpose of the meeting is one of the following:

- Comply with state or federal law or a court order, or for a judicial conference or administrative proceeding in which the local agency is a party;
- Inspect real or personal property, which cannot be conveniently brought into the local agency's territory, provided the meeting is limited to items relating to that real or personal property;

- Q.** The agency is considering approving a major retail mall. The developer has built other similar malls, and invites the entire legislative body to visit a mall outside the jurisdiction. May the entire body go?
- A.** *Yes, the Brown Act permits meetings outside the boundaries of the agency for specified reasons and inspection of property is one such reason. The field trip must be treated as a meeting and the public must be able to attend.*

- Participate in multiagency meetings or discussions, however, such meetings must be held within the boundaries of one of the participating agencies, and all involved agencies must give proper notice;
- Meet in the closest meeting facility if the local agency has no meeting facility within its boundaries or at its principal office if that office is located outside the territory over which the agency has jurisdiction;

- Meet with elected or appointed federal or California officials when a local meeting would be impractical, solely to discuss a legislative or regulatory issue affecting the local agency and over which the federal or state officials have jurisdiction;
- Meet in or nearby a facility owned by the agency, provided that the topic of the meeting is limited to items directly related to the facility; or
- Visit the office of its legal counsel for a closed session on pending litigation, when to do so would reduce legal fees or costs.²²

In addition, the governing board of a school or community college district may hold meetings outside of its boundaries to attend a conference on nonadversarial collective bargaining techniques, interview candidates for school district superintendent, or interview a potential employee from another district.²³ A school board may also interview members of the public residing in another district if the board is considering employing that district's superintendent.

Similarly, meetings of a joint powers authority can occur within the territory of at least one of its member agencies, and a joint powers authority with members throughout the state may meet anywhere in the state.²⁴

Finally, if a fire, flood, earthquake, or other emergency makes the usual meeting place unsafe, the presiding officer can designate another meeting place for the duration of the emergency. News media that have requested notice of meetings must be notified of the designation by the most rapid means of communication available.²⁵

Endnotes:

- 1 California Government Code section 54952.2(a)
- 2 California Government Code section 54954(a)
- 3 California Government Code section 54956
- 4 California Government Code section 54956.5
- 5 California Government Code section 54955
- 6 California Government Code section 54952.2(c)
- 7 California Government Code section 54952.2(c)(4)
- 8 California Government Code section 54952.2(c)(6)
- 9 “The Brown Act,” California Attorney General (2003), p. 10
- 10 California Government Code section 54952.2(b)(1)
- 11 *Stockton Newspaper Inc. v. Redevelopment Agency* (1985) 171 Cal.App.3d 95
- 12 California Government Code section 54952.2(b)(2)
- 13 *Common Cause v. Stirling* (1983) 147 Cal.App.3d 518
- 14 *Roberts v. City of Palmdale* (1993) 5 Cal.4th 363
- 15 California Government Code section 54957.5(a)
- 16 California Government Code section 54952.2(b)(2)
- 17 California Government Code section 54952.2; 43 Ops.Cal.Atty.Gen. 36 (1964)
- 18 California Government Code section 54953(b)(1)
- 19 California Government Code section 54953(b)(4)
- 20 California Government Code section 54953
- 21 California Government Code section 54954(b)
- 22 California Government Code section 54954(b)(1)-(7)
- 23 California Government Code section 54954(c)
- 24 California Government Code section 54954(d)
- 25 California Government Code section 54954(e)

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CHAPTER 4:

AGENDAS, NOTICES, AND PUBLIC PARTICIPATION



AGENDAS FOR REGULAR MEETINGS

MAILED AGENDA UPON WRITTEN REQUEST

NOTICE REQUIREMENTS FOR SPECIAL MEETINGS

NOTICES AND AGENDAS FOR ADJOURNED AND
CONTINUED MEETINGS AND HEARINGS

NOTICE REQUIREMENTS FOR EMERGENCY
MEETINGS

EDUCATIONAL AGENCY MEETINGS

NOTICE REQUIREMENTS FOR TAX OR
ASSESSMENT MEETINGS AND HEARINGS

NON-AGENDA ITEMS

RESPONDING TO THE PUBLIC

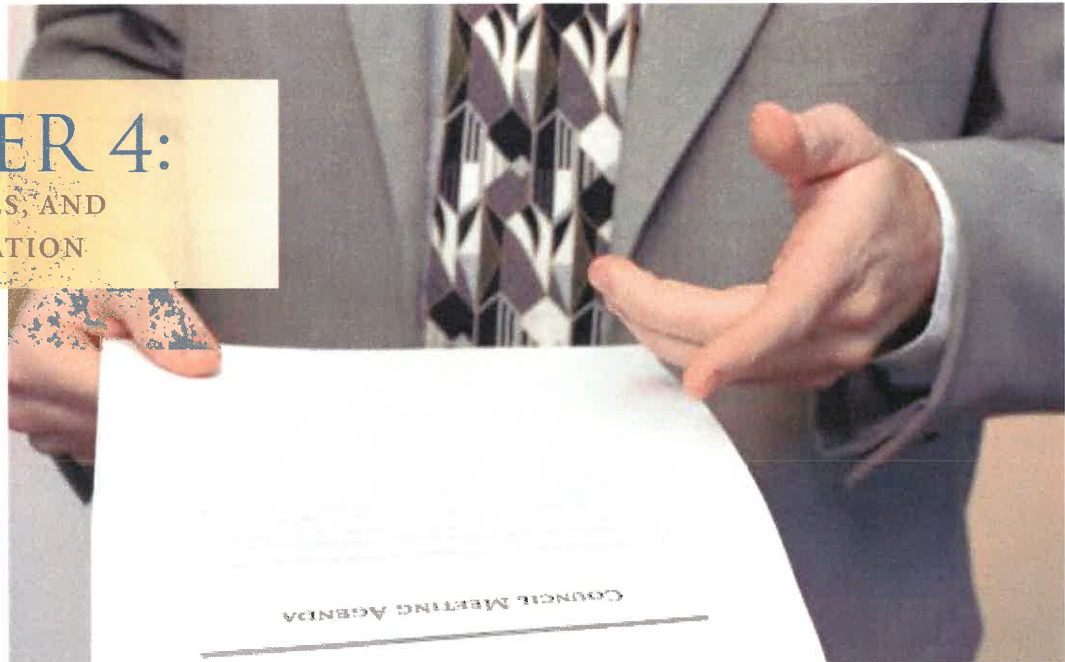
THE RIGHT TO ATTEND MEETINGS

RECORDS AND RECORDINGS

THE PUBLIC'S PLACE ON THE AGENDA

CHAPTER 4:

AGENDAS, NOTICES, AND PUBLIC PARTICIPATION



Effective notice is essential for an open and public meeting. Whether a meeting is open or how the public may participate in that meeting is academic if nobody knows about the meeting.

■ AGENDAS FOR REGULAR MEETINGS

Every regular meeting of a legislative body of a local agency—including advisory committees, commissions, or boards, as well as standing committees of legislative bodies—must be preceded by a posted agenda that advises the public of the meeting and the matters to be transacted or discussed.

The agenda must be posted at least 72 hours before the regular meeting in a location “freely accessible to members of the public.”¹ The courts have not definitively interpreted the “freely accessible” requirement. The California Attorney General has interpreted this provision to require posting in locations accessible to the public 24 hours a day during the 72-hour period, but any of the 72 hours may fall on a weekend.² Posting may also be made on a touch screen electronic kiosk accessible without charge to the public 24 hours a day during the 72-hour period.³ However, only posting an agenda on an agency’s Web site is inadequate since there is no universal access to the internet. The agenda must state the meeting time and place and must contain “a brief general description of each item of business to be transacted or discussed at the meeting, including items to be discussed in closed session.”⁴

Practice Tip:

Putting together a meeting agenda requires careful thought.

Q. The agenda for a regular meeting contains the following items of business:

- “Consideration of a report regarding traffic on Eighth Street”
- “Consideration of contract with ABC Consulting”

Are these descriptions adequate?

A. *If the first is, it is barely adequate. A better description would provide the reader with some idea of what the report is about and what is being recommended. The second is not adequate. A better description might read “consideration of a contract with ABC Consulting in the amount of \$50,000 for traffic engineering services regarding traffic on Eighth Street.”*

- Q.** The agenda includes an item entitled “City Manager’s Report,” during which time the city manager provides a brief report on notable topics of interest, none of which are listed on the agenda.

Is this permissible?

- A.** Yes, so long as it does not result in extended discussion or action by the body.

A brief general description may not be sufficient for closed session agenda items. The Brown Act provides safe harbor language for the various types of permissible closed sessions. Substantial compliance with the safe harbor language is recommended to protect legislative bodies and elected officials from legal challenges.

■ MAILED AGENDA UPON WRITTEN REQUEST

The legislative body, or its designee, must mail a copy of the agenda or, if requested, the entire agenda packet, to any person who has filed a written request for such materials. These copies shall be mailed at the time the agenda is posted. If requested, these materials must be made available in appropriate alternative formats to persons with disabilities.

A request for notice is valid for one calendar year and renewal requests must be filed Jan. 1 of each year. The legislative body may establish a fee to recover the cost of providing the service. Failure of the requesting person to receive the agenda does not constitute grounds for invalidation of actions taken at the meeting.⁵



■ NOTICE REQUIREMENTS FOR SPECIAL MEETINGS

There is no express agenda requirement for special meetings, but the notice of the special meeting effectively serves as the agenda and limits the business that may be transacted or discussed. Written notice must be sent to each member of the legislative body (unless waived in writing by that member) and to each local newspaper of general circulation, and radio or television station that has requested such notice in writing. This notice must be delivered by personal delivery or any other means that ensures receipt, at least 24 hours before the time of the meeting.

The notice must state the time and place of the meeting, as well as all business to be transacted or discussed. It is recommended that the business to be transacted or discussed be described in the same manner that an item for a regular meeting would be described on the agenda—with a brief general description. As noted above, closed session items should be described in accordance with the Brown Act’s safe harbor provisions to protect legislative bodies and elected officials from challenges of noncompliance with notice requirements. The special meeting notice must also be posted at least 24 hours prior to the special meeting in a site freely accessible to the public. The body cannot consider business not in the notice.⁶

■ NOTICES AND AGENDAS FOR ADJOURNED AND CONTINUED MEETINGS AND HEARINGS

A regular or special meeting can be adjourned and re-adjourned to a time and place specified in the order of adjournment.⁷ If no time is stated, the meeting is continued to the hour for regular meetings. Whoever is present (even if they are less than a quorum) may so adjourn a meeting; if no member of the legislative body is present, the clerk or secretary may adjourn the meeting. If a meeting is adjourned for less than five calendar days, no new agenda need be posted so long as a new item of business is not introduced.⁸ A copy of the order of adjournment must be posted within 24 hours after the adjournment, at or near the door of the place where the meeting was held.

A hearing can be continued to a subsequent meeting. The process is the same as for continuing adjourned meetings, except that if the hearing is continued to a time less than 24 hours away, a copy of the order or notice of continuance must be posted immediately following the meeting.⁹

■ NOTICE REQUIREMENTS FOR EMERGENCY MEETINGS

The special meeting notice provisions apply to emergency meetings, except for the 24-hour notice.¹⁰ News media that have requested written notice of special meetings must be notified by telephone at least one hour in advance of an emergency meeting, and all telephone numbers provided in that written request must be tried. If telephones are not working, the notice requirements are deemed waived. However, the news media must be notified as soon as possible of the meeting and any action taken.

News media may make a practice of having written requests on file for notification of special or emergency meetings. Absent such a request, a local agency has no legal obligation to notify news media of special or emergency meetings—although notification may be advisable in any event to avoid controversy.

■ EDUCATIONAL AGENCY MEETINGS

The Education Code contains some special agenda and special meeting provisions,¹¹ however, they are generally consistent with the Brown Act. An item is probably void if not posted.¹² A school district board must also adopt regulations to make sure the public can place matters affecting district's business on meeting agendas and to address the board on those items.¹³

■ NOTICE REQUIREMENTS FOR TAX OR ASSESSMENT MEETINGS AND HEARINGS

The Brown Act prescribes specific procedures for adoption by a city, county, special district, or joint powers authority of any new or increased general tax or assessment.¹⁴ At least one public meeting must be held to allow public testimony on the tax or assessment. In addition, there must also be at least 45 days notice of a public hearing at which public testimony may be given before the legislative body proposes to act on the tax or assessment. The agency may recover the reasonable costs of the public meetings, hearings, and notice.¹⁵

The Brown Act exempts certain fees, standby or availability charges, recurring assessments, and new or increased assessments that are subject to the notice and hearing requirements of the Constitution.¹⁶ As a practical matter, the Constitution's notice requirements have preempted this section of the Brown Act.

■ NON-AGENDA ITEMS

The Brown Act generally prohibits any action or discussion of items not on the posted agenda. However, there are three specific situations in which a legislative body can act on an item not on the agenda:¹⁷

- When a majority decides there is an "emergency situation" (as defined for emergency meetings);
- When two-thirds of the members present (or all members if less than two-thirds are present) determine there is a need for immediate action and the need to take action "came to the attention of the local agency subsequent to the agenda being posted." This exception requires a degree of urgency. Further, an item cannot be considered under this provision if the legislative body or the staff knew about the need to take immediate action before the agenda was posted. A new need does not arise because staff forgot to put an item on the agenda or because an applicant missed a deadline; or
- When an item appeared on the agenda of, and was continued from, a meeting held not more than five days earlier.



Practice Tip:

Subject to very limited exceptions, the Brown Act prohibits any action or discussion of an item not on the posted agenda.

The exceptions are narrow, as indicated by this list. The first two require a specific determination by the legislative body. That determination can be challenged in court and, if unsubstantiated, can lead to invalidation of an action.

"I'd like a two-thirds vote of the board, so we can go ahead and authorize commencement of phase two of the East Area Project," said Chair Lopez.

"It's not on the agenda. But we learned two days ago that we finished phase one ahead of schedule—believe it or not—and I'd like to keep it that way. Do I hear a motion?"

The desire to stay ahead of schedule generally would not satisfy "a need for immediate action." Too casual an action could invite a court challenge by a disgruntled resident. The prudent course is to place an item on the agenda for the next meeting and not risk invalidation.

"We learned this morning of an opportunity for a state grant," said the chief engineer at the regular board meeting, "but our application has to be submitted in two days. We'd like the board to give us the go ahead tonight, even though it's not on the agenda."

A legitimate immediate need can be acted upon even though not on the posted agenda by following a two-step process:

- First, make two determinations: (a) that there is an immediate need to take action and (b) that the need arose after the posting of the agenda. The matter is then placed on the agenda.
- Second, discuss and act on the added agenda item.

■ RESPONDING TO THE PUBLIC

The public can talk about anything within the jurisdiction of the legislative body, but the legislative body generally cannot act on or discuss an item not on the agenda. What happens when a member of the public raises a subject not on the agenda?

While the Brown Act does not allow discussion or action on items not on the agenda, it does allow members of the legislative body, or its staff, to "briefly respond" to comments or questions from members of the public, provide a reference to staff or other resources for factual information, or direct staff to place the issue on a future agenda. In addition, even without a comment from the public, a legislative body member or a staff member may ask for information, request a report back, request to place a matter on the agenda for a subsequent meeting (subject to the body's rules or procedures), ask a question for clarification, make a brief announcement, or briefly report on his or her own activities.¹⁸ However, caution should be used to avoid any discussion or action on such items.

Council Member A: I would like staff to respond to Resident Joe's complaints during public comment about the repaving project on Elm Street—are there problems with this project?

City Manager: The public works director has prepared a 45-minute power point presentation for you on the status of this project and will give it right now.

Council Member B: Take all the time you need; we need to get to the bottom of this. Our residents are unhappy.



It is clear from this dialogue that the Elm Street project was not on the council's agenda, but was raised during the public comment period for items not on the agenda. Council Member A properly asked staff to respond; the city manager should have given at most a brief response. If a lengthy report from the public works director was warranted, the city manager should have stated that it would be placed on the agenda for the next meeting. Otherwise, both the long report and the likely discussion afterward will improperly embroil the council in a matter that is not listed on the agenda.

■ THE RIGHT TO ATTEND AND OBSERVE MEETINGS

A number of other Brown Act provisions protect the public's right to attend, observe, and participate in meetings.

Members of the public cannot be required to register their names, provide other information, complete a questionnaire, or otherwise "fulfill any condition precedent" to attending a meeting. Any attendance list, questionnaire, or similar document posted at or near the entrance to the meeting room or circulated at a meeting must clearly state that its completion is voluntary and that all persons may attend whether or not they fill it out.¹⁹

No meeting can be held in a facility that prohibits attendance based on race, religion color, national origin, ethnic group identification, age, sex, sexual orientation, or disability, or that is inaccessible to the disabled. Nor can a meeting be held where the public must make a payment or purchase in order to be present.²⁰ This does not mean however that the public is entitled to free entry to a conference attended by a majority of the legislative body.²¹

While a legislative body may use teleconferencing in connection with a meeting, the public must be given notice of and access to the teleconference location. Members of the public must be able to address the legislative body from the teleconference location.²²

Action by secret ballot, whether preliminary or final, is flatly prohibited.²³

Q: The agenda calls for election of the legislative body's officers. Members of the legislative body want to cast unsigned written ballots that would be tallied by the clerk, who would announce the results. Is this voting process permissible?

A: No. The possibility that a public vote might cause hurt feelings among members of the legislative body or might be awkward—or even counterproductive—does not justify a secret ballot.

There can be no semi-closed meetings, in which some members of the public are permitted to attend as spectators while others are not; meetings are either open or closed.²⁴

The legislative body may remove persons from a meeting who willfully interrupt proceedings. If order still cannot be restored, the meeting room may be cleared. Members of the news media who have not participated in the disturbance must be allowed to continue to attend the meeting. The legislative body may establish a procedure to re-admit an individual or individuals not responsible for the disturbance.²⁵



■ RECORDS AND RECORDINGS

The public has the right to review agendas and other writings distributed by any person to a majority of the legislative body in connection with a matter subject to discussion or consideration at a meeting. Except for privileged documents, those materials are public records and must be made available upon request without delay.²⁶ A fee or deposit as permitted by the California Public Records Act may be charged for a copy of a public record.²⁷

Q: In connection with an upcoming hearing on a discretionary use permit, counsel for the legislative body transmits a memorandum to all members of the body outlining the litigation risks in granting or denying the permit. Must this memorandum be included in the packet of agenda materials available to the public?

A: *No. The memorandum is a privileged attorney-client communication.*

Q: In connection with an agenda item calling for the legislative body to approve a contract, staff submits to all members of the body a financial analysis explaining why the terms of the contract favor the local agency. Must this memorandum be included in the packet of agenda materials available to the public?

A: *Yes. The memorandum has been distributed to the majority of the legislative body, relates to the subject matter of a meeting, and is not a privileged communication.*

A legislative body may discuss or act on some matters without considering written materials. But if writings are distributed to a majority of a legislative body in connection with an agenda item, they must also be available to the public. A writing distributed to a majority of the legislative body less than 72 hours before the meeting must be made available for inspection at the time of distribution at a public office or location designated for that purpose; and the agendas for all meetings of the legislative body must include the address of this office or location.²⁸ A writing distributed during a meeting must be made public:

- At the meeting if prepared by the local agency or a member of its legislative body; or
- After the meeting if prepared by some other person.²⁹

Any tape or film record of an open and public meeting made for whatever purpose by or at the direction of the local agency is subject to the Public Records Act; however, it may be erased or destroyed 30 days after the taping or recording. Any inspection of a video or tape recording is to be provided without charge on a video or tape player made available by the local agency.³⁰ The agency may impose its ordinary charge for copies.³¹

In addition, the public is specifically allowed to use audio or video tape recorders or still or motion picture cameras at a meeting to record the proceedings, absent a reasonable finding by the legislative body that noise, illumination, or obstruction of view caused by recorders or cameras would persistently disrupt the proceedings.³²

Similarly, a legislative body cannot prohibit or restrict the public broadcast of its open and public meetings without making a reasonable finding that the noise, illumination, or obstruction of view would persistently disrupt the proceedings.³³

■ THE PUBLIC'S PLACE ON THE AGENDA

Every agenda for a regular meeting must allow members of the public to speak on any item of interest, so long as the item is within the subject matter jurisdiction of the legislative body. Further, the public must be allowed to speak on a specific item of business before or during the legislative body's consideration of it.³⁴

Practice Tip:

Public speakers cannot be compelled to give their name or address as a condition of speaking. The clerk or presiding officer may request speakers to complete a speaker card or identify themselves for the record, but must respect a speaker's desire for anonymity.

Q. Must the legislative body allow members of the public to show videos or make a power point presentation during the public comment part of the agenda, as long as the subject matter is relevant to the agency and is within the established time limit?

A. *Probably, although the agency is under no obligation to provide equipment.*

Moreover, the legislative body cannot prohibit public criticism of policies, procedures, programs, or services of the agency or the acts or omissions of the legislative body itself. But, the Brown Act provides no immunity for defamatory statements.³⁵

Q. May the presiding officer prohibit a member of the audience from publicly criticizing an agency employee by name during public comments?

A. *No, as long as the criticism pertains to job performance.*

Q. During the public comment period of a regular meeting of the legislative body, a resident urges the public to support and vote for a candidate vying for election to the body. May the presiding officer gavel the speaker out of order for engaging in political campaign speech?

A. *There is no case law on this subject. Some would argue that campaign issues are outside the subject matter jurisdiction of the body within the meaning of Section 54954.3(a). Others take the view that the speech must be allowed under paragraph (c) of that section because it is relevant to the governing of the agency and an implicit criticism of the incumbents.*

The legislative body may adopt reasonable regulations, including time limits, on public comments. Such regulations should be enforced fairly and without regard to speakers' viewpoints. The legislative body has discretion to modify its regulations regarding time limits on public comment if necessary. For example, the time limit could be shortened to accommodate a lengthy agenda or lengthened to allow additional time for discussion on a complicated matter.³⁶

The public does not need to be given an opportunity to speak on an item that has already been considered by a committee made up exclusively of members of the legislative body at a public meeting, if all interested members of the public had the opportunity to speak on the item before or during its consideration, and if the item has not been substantially changed.³⁷

Notices and agendas for special meetings must also give members of the public the opportunity to speak before or during consideration of an item on the agenda but need not allow members of the public an opportunity to speak on other matters within the jurisdiction of the legislative body.³⁸

Endnotes

- 1 California Government Code section 54954.2(a)(1)
- 2 78 Ops.Cal.Atty.Gen. 327 (1995)
- 3 88 Ops.Cal.Atty.Gen. 218 (2005)
- 4 California Government Code section 54954.2(a)(1)
- 5 California Government Code section 54954.1
- 6 California Government Code section 54956
- 7 California Government Code section 54955
- 8 California Government Code section 54954.2(b)(3)
- 9 California Government Code section 54955.1
- 10 California Government Code section 54956.5
- 11 Education Code sections 35144, 35145 and 72129
- 12 *Carlson v. Paradise Unified School District* (1971) 18 Cal.App.3d 196
- 13 California Education Code section 35145.5
- 14 California Government Code section 54954.6
- 15 California Government Code section 54954.6(g)
- 16 See: Cal.Const.Art.XIIIC, XIIID and California Government Code section 54954.6(h)
- 17 California Government Code section 54954.2(b)
- 18 California Government Code section 54954.2(a)(2)
- 19 California Government Code section 54953.3
- 20 California Government Code section 54961(a); California Government Code section 11135(a)
- 21 California Government Code section 54952.2(c)(2)
- 22 California Government Code section 54953(b)
- 23 California Government Code section 54953(c)
- 24 46 Ops.Cal.Atty.Gen. 34 (1965)
- 25 California Government Code section 54957.9
- 26 California Government Code section 54957.5
- 27 California Government Code section 54957.5(d)
- 28 California Government Code section 54957.5(b)
- 29 California Government Code section 54957.5(c)
- 30 California Government Code section 54953.5(b)
- 31 California Government Code section 54957.5(d)
- 32 California Government Code section 54953.5(a)
- 33 California Government Code section 54953.6
- 34 California Government Code section 54954.3(a)
- 35 California Government Code section 54954.3(c)
- 36 California Government Code section 54954.3(b); *Chaffee v. San Francisco Public Library Com.* (2005) 134 Cal. App.4th 109; 75 Ops.Cal.Atty.Gen. 89 (1992)
- 37 California Government Code section 54954.3(a)
- 38 California Government Code section 54954.3(a)

Updates to this publication responding to changes in the Brown Act or new court interpretations are available at www.cacties.org/opengovernment. A current version of the Brown Act may be found at www.leginfo.ca.gov.



CHAPTER 5:

CLOSED SESSIONS



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CHAPTER 5:

CLOSED SESSIONS



The Brown Act begins with a strong statement in favor of open meetings; private discussions among a majority of a legislative body are prohibited, unless expressly authorized under the Brown Act. It is not enough that a subject is sensitive, embarrassing, or controversial. Without specific authority in the Brown Act for a closed session, a matter must be discussed in public. As an example, a board of police commissioners cannot generally meet in closed session, even though some matters are sensitive and the commission considers their disclosure contrary to the public interest.¹

Practice Tip:

Meetings are either open or closed. There is no “in between.”

Meetings of a legislative body are either fully open or fully closed; there is nothing in between. Closed sessions may involve only the members of the legislative body and only agency counsel, management and support staff, and consultants necessary for consideration of the matter that is the subject of closed session. Individuals who do not have an official role in advising the legislative body on closed session subject matters must be excluded from closed session discussions.²

- Q.** May the lawyer for someone suing the agency attend a closed session in order to explain to the legislative body why it should accept a settlement offer?
- A.** *No, attendance in closed sessions is reserved exclusively for the agency's advisors.*

In general, the most common purpose of a closed session is to avoid revealing confidential information that may, in specified circumstances, prejudice the legal or negotiating position of the agency or compromise the privacy interests of employees. Closed sessions should be conducted keeping those narrow purposes in mind.

In this chapter, the grounds for convening a closed session are called “exceptions” because they are exceptions to the general rule that meetings must be conducted openly. In some circumstances, none of the closed session exceptions apply to an issue or information the legislative body wishes to discuss privately. In these cases, it is not proper to convene a closed session, even to protect confidential information. For example, the Brown Act does not authorize closed sessions for general contract negotiations.

■ AGENDAS AND REPORTS

Closed session items must be briefly described on the posted agenda and the description must state the specific statutory exemption. An item that appears on the open meeting portion of the agenda may not be taken into closed session until it has been properly agendized as a closed session or unless it is properly added as a closed session item by a two-thirds vote of the body after making the appropriate urgency findings.

The Brown Act supplies a series of fill-in-the-blank sample, agenda descriptions for various types of authorized closed sessions, which provide a “safe harbor” from legal attacks. These sample agenda descriptions cover license and permit determinations, real property negotiations, existing or anticipated litigation, liability claims, threats to security, public employee appointments, evaluations and discipline, labor negotiations, multi-jurisdictional drug cases, hospital boards of directors, and medical quality assurance committees.³

If the legislative body intends to convene in closed session, it must include the section of the Brown Act authorizing the closed session in advance on the agenda and it must make a public announcement prior to the closed session discussion. In most cases, the announcement may simply be a reference to the agenda item.⁴

Following a closed session the legislative body must provide an oral or written report on certain actions taken and the vote of every elected member present. The timing and content of the report varies according to the reason for the closed session.⁵ The announcements may be made at the site of the closed session, so long as the public is allowed to be present to hear them.

If there is a standing or written request for documentation, any copies of contracts, settlement agreements, or other documents finally approved or adopted in closed session must be provided to the requestor(s) after the closed session, if final approval of such documents does not rest with any other party to the contract or settlement. If substantive amendments to a contract or settlement agreement approved by all parties requires retyping, such documents may be held until retyping is completed during normal business hours, but the substance of the changes must be summarized for any person inquiring about them.⁶

The Brown Act does not require minutes, including minutes of closed session. A confidential “minute book” may be kept to record actions taken at closed sessions.⁷ If one is kept, it must be made available to members of the legislative body, provided that the member asking to review minutes of a particular meeting was not disqualified from attending the meeting due to a conflict of interest.⁸ A court may order the disclosure of minute books for the court’s review if a lawsuit makes sufficient claims of an open meeting violation.

Practice Tip:

Some problems over closed sessions arise because secrecy itself breeds distrust. The Brown Act does not require closed sessions and legislative bodies may do well to resist the tendency to call a closed session simply because it may be permitted. A better practice is to go into closed session only when necessary.

Practice Tip:

Pay close attention to closed session agenda descriptions. Using the wrong label can lead to invalidation of an action taken in closed session.

■ LITIGATION

There is an attorney/client relationship, and legal counsel may use it for privileged written and verbal communications—outside of meetings—to members of the legislative body. But protection of the attorney/client privilege cannot by itself be the reason for a closed session.⁹

The Brown Act expressly authorizes closed sessions to discuss what is considered litigation. The rules that apply to holding a litigation closed session involve complex, technical definitions and procedures. The essential thing to know is that a closed session can be held by the body to confer with, or receive advice from, its legal counsel when open discussion would prejudice the position of the local agency in litigation in which the agency is a party.¹⁰ The litigation exception under the Brown Act is narrowly construed and does not permit activities beyond a legislative body's conferring with its own legal counsel. For example, it is not permissible to hold a closed session in which settlement negotiations take place between a legislative body and an adverse party or to hold a closed session for the purpose of participation in a mediation.¹¹

The California Attorney General believes that if the agency's attorney is not a participant, a litigation closed session cannot be held.¹² In any event, local agency officials should always consult the agency's attorney before placing this type of closed session on the agenda, in order to be certain that it is being done properly.

Litigation that may be discussed in closed session includes the following three types of matters:

Existing litigation

- Q.** May the legislative body agree to settle a lawsuit in a properly-noticed closed session, without placing the settlement agreement on an open session agenda for public approval?
- A.** *Yes, but the settlement agreement is a public document and must be disclosed on request. Furthermore, a settlement agreement cannot commit the agency to matters that are required to have public hearings.*

In general, the most common purpose of a closed session is to avoid revealing confidential information that may, in specified circumstances, prejudice the legal or negotiating position of the agency or compromise the privacy interests of employees. Closed sessions should be conducted keeping those narrow purposes in mind.

Grounds for convening a closed session in this chapter are called "exceptions" because they are exceptions to the general rule that meetings must be conducted openly. In some circumstances, none of the closed session exceptions apply to an issue or information the legislative body wishes to discuss privately. It is improper in these cases, to convene a closed session, even to protect confidential information. For example, the Brown Act does not authorize closed sessions for general contract negotiations.

Existing litigation includes any adjudicatory proceedings before a court, administrative body exercising its adjudicatory authority, hearing officer, or arbitrator. The clearest situation in which a closed session is authorized is when the local agency meets with its legal counsel to discuss a pending matter that has been filed in a court or with an administrative agency and names the local agency as a party. The legislative body may meet under these circumstances to receive updates on the case from attorneys, participate in developing strategy as the case develops, or to consider alternatives for resolution of the case. Generally, an agreement to settle litigation may be approved in closed session. However, an agreement to settle litigation that requires actions that are subject to public hearings cannot be approved in closed session.¹³

Threatened litigation against the local agency

Closed sessions are authorized for legal counsel to inform the legislative body of specific facts and circumstances that suggest that the local agency has significant exposure to litigation. The Brown Act lists six separate categories of such facts and circumstances.¹⁴ The legislative body may also meet under this exception to determine whether a closed session is authorized based on information provided by legal counsel or staff.

Initiation of litigation by the local agency

A closed session may be held under the pending litigation exception when the legislative body seeks legal advice on whether to protect the agency's rights and interests by initiating litigation.

In certain cases, the circumstances and facts justifying the closed session must be publicly noticed on the agenda or announced at an open meeting. Before holding a closed session under the pending litigation exception, the legislative body must publicly state which of the three basic situations apply. It may do so simply by making a reference to the posted agenda.

Certain actions must be reported in open session at the same meeting following the closed session. Other actions, as where final approval rests with another party or the court, may be announced when they become final and upon inquiry of any person. Each agency attorney should be aware of and should make other disclosures that may be required in specific instances.



■ REAL ESTATE NEGOTIATIONS

A legislative body may meet in closed session with its negotiator to discuss the purchase, sale, exchange, or lease of real property by or for the local agency. A "lease" includes a lease renewal or renegotiation. The purpose is to grant authority to the legislative body's negotiator on price and terms of payment.¹⁵ Caution should be exercised to limit discussion to price and terms of payment without straying to other related issues such as site design, architecture, or other aspects of the project for which the transaction is contemplated.¹⁶

Q. May other terms of a real estate transaction, aside from price and terms of payment, be addressed in closed session?

A. *No. However, there are differing opinions over the scope of the phrase "price and terms of payment" in connection with real estate closed sessions. Many agency attorneys believe that any term that directly affects the economic value of the transaction falls within the ambit of "price and terms of payment." Others take a narrower, more literal view of the phrase.*

The agency's negotiator may be a member of the legislative body itself. Prior to the closed session, or on the agenda, the legislative body must identify its negotiator, the real property that the negotiations may concern and the names of the persons with whom its negotiator may negotiate.¹⁷

After real estate negotiations are concluded, the approval and substance of the agreement must be reported. If its own approval makes the agreement final, the body must report in open session at the public meeting during which the closed session is held. If final approval rests with another party, the local agency must report the approval as soon as informed of it. Once final, the substance of the agreement must be disclosed to anyone who inquires.



“Our population is exploding, and we have to think about new school sites,” said Board Member Jefferson.

“Not only that,” interjected Board Member Tanaka, “we need to get rid of a couple of our older facilities.”

“Well, obviously the place to do that is in a closed session,” said Board Member O’Reilly. “Otherwise we’re going to set off land speculation. And if we even mention closing a school, parents are going to be in an uproar.”

A closed session to discuss potential sites is not authorized by the Brown Act. The exception is limited to meeting with its negotiator over specific sites—which must be identified at an open and public meeting.

■ PUBLIC EMPLOYMENT

The Brown Act authorizes a closed session “to consider the appointment, employment, evaluation of performance, discipline, or dismissal of a public employee or to hear complaints or charges brought against the employee.”¹⁸ The purpose of this exception—commonly referred to as the “personnel exception”—is to avoid undue publicity or embarrassment for an employee or applicant for employment and to allow full and candid discussion by the legislative body; thus, it is restricted to discussing individuals, not general personnel policies.¹⁹ The body must possess the power to appoint, evaluate, or dismiss the employee to hold a closed session under this exception.²⁰ That authority may be delegated to a subsidiary appointed body.²¹

An employee must be given at least 24 hours notice of any closed session convened to hear specific complaints or charges against him or her. This occurs when the legislative body is reviewing evidence, which could include live testimony, and adjudicating conflicting testimony offered as evidence. The employee has the right to have the specific complaints and charges discussed in a public session rather than closed session.²² If the employee is not given notice, any disciplinary action is null and void.²³

Practice Tip:

Discussions of who to appoint to an advisory body and whether or not to censure a fellow member of the legislative body must be held in the open.

- Q.** Must 24 hours notice be given to an employee whose negative performance evaluation is to be considered by the legislative body in closed session?
- A.** No, the notice is reserved for situations where the body is to hear complaints and charges from witnesses.

However, an employee is not entitled to notice and a hearing where the purpose of the closed session is to consider a performance evaluation. The Attorney General and the courts have determined that personnel performance evaluations do not constitute complaints and charges, which are more akin to accusations made against a person.²⁴

Correct labeling of the closed session on the agenda is critical. A closed session agenda that identified discussion of an employment contract was not sufficient to allow dismissal of an employee.²⁵ An incorrect agenda description can result in invalidation of an action and much embarrassment.

For purposes of the personnel exception, “employee” specifically includes an officer or an independent contractor who functions as an officer or an employee. Examples of the former include a city manager, district general manager or superintendent. An example of the latter is a legal counsel or engineer hired on contract to act as local agency attorney or chief engineer.

Elected officials, appointees to the governing body or subsidiary bodies, and independent contractors other than those discussed above are not employees for purposes of the personnel exception.²⁶ Action on individuals who are not “employees” must also be public—including discussing and voting on appointees to committees, or debating the merits of independent contractors, or considering a complaint against a member of the legislative body itself.

The personnel exception specifically prohibits discussion or action on proposed compensation in closed session, except for a disciplinary reduction in pay. Among other things, that means there can be no personnel closed sessions on a salary change (other than a disciplinary reduction) between any unrepresented individual and the legislative body. However, a legislative body may address the compensation of an unrepresented individual, such as a city manager, in a closed session as part of a labor negotiation (discussed later in this chapter), yet another example of the importance of using correct agenda descriptions.

Reclassification of a job must be public, but an employee’s ability to fill that job may be considered in closed session. Any closed session action to appoint, employ, dismiss, accept the resignation of, or otherwise affect the employment status of a public employee must be reported at the public meeting during which the closed session is held. That report must identify the title of the position, but not the names of all persons considered for an employment position.²⁷ However, a report on a dismissal or non-renewal of an employment contract must be deferred until administrative remedies, if any, are exhausted.²⁸

“I have some important news to announce,” said Mayor Garcia. “We’ve decided to terminate the contract of the city manager, effective immediately. The council has met in closed session and we’ve negotiated six months severance pay.”

“Unfortunately, that has some serious budget consequences, so we’ve had to delay phase two of the East Area Project.”

This may be an improper use of the personnel closed session if the council agenda described the item as the city manager’s evaluation. In addition, other than labor negotiations, any action on individual compensation must be taken in open session. Caution should be exercised to not discuss in closed session issues, such as budget impacts in this hypothetical, beyond the scope of the posted closed session notice.

Q. The school board is meeting in closed session to evaluate the superintendent and to consider giving her a pay raise. May the superintendent attend the closed session?

A. *The superintendent may attend the portion of the closed session devoted to her evaluation, but may not be present during discussion of her pay raise. Discussion of the superintendent’s compensation in closed session is limited to giving direction to the school board’s negotiator. Also, the clerk should be careful to notice the closed session on the agenda as both an evaluation and a labor negotiation.*

Practice Tip:

The personnel exception specifically prohibits discussion or action on proposed compensation in closed session except for a disciplinary reduction in pay.

Practice Tip:

Prior to the closed session, the legislative body must hold an open and public session in which it identifies its designated representatives.

■ LABOR NEGOTIATIONS

The Brown Act allows closed sessions for some aspects of labor negotiations. Different provisions (discussed below) apply to school and community college districts.

A legislative body may meet in closed session to instruct its bargaining representatives, which may be one or more of its members,²⁹ on employee salaries and fringe benefits for both union and non-union employees. For represented employees, it may also consider working conditions that by law require negotiation. These sessions may take place before or during negotiations with employee representatives. Prior to the closed session, the legislative body must hold an open and public session in which it identifies its designated representatives.

During its discussions with representatives on salaries and fringe benefits, the legislative body may also discuss available funds and funding priorities, but only to instruct its representative. The body may also meet in closed session with a conciliator who has intervened in negotiations.³⁰

The approval of an agreement concluding labor negotiations with represented employees must be reported after the agreement is final and has been accepted or ratified by the other party. The report must identify the item approved and the other party or parties to the negotiation.³¹ The labor sessions specifically cannot include final action on proposed compensation of one or more unrepresented employees. For purposes of this prohibition, an “employee” includes an officer or an independent contractor who functions as an officer or an employee. Independent contractors who do not serve in the capacity of an officer or employee are not covered by this closed session exception.

■ LABOR NEGOTIATIONS—SCHOOL AND COMMUNITY COLLEGE DISTRICTS

Employee relations for school districts and community college districts are governed by the Rodda Act, where different meeting and special notice provisions apply. The entire board, for example, may negotiate in closed sessions.

Four types of meetings are exempted from compliance with the Rodda Act:

- (1) A negotiating session with a recognized or certified employee organization;
- (2) A meeting of a mediator with either side;
- (3) A hearing or meeting held by a fact finder or arbitrator; and
- (4) A session between the board and its bargaining agent, or the board alone, to discuss its position regarding employee working conditions and instruct its agent.³²



Public participation under the Rodda Act also takes another form.³³ All initial proposals of both sides must be presented at public meetings and are public records. The public must be given reasonable time to inform itself and to express its views before the district may adopt its initial proposal. In addition, new topics of negotiations must be made public within 24 hours. Any votes on such a topic must be followed within 24 hours by public disclosure of the vote of each member.³⁴ The final vote must be in public.

■ OTHER EDUCATION CODE EXCEPTIONS

The Education Code governs student disciplinary meetings by boards of school districts and community college districts. District boards may hold a closed session to consider the suspension or discipline of a student, if a public hearing would reveal personal, disciplinary, or academic information about the student contrary to state and federal pupil privacy law. The student's parent or guardian may request an open meeting.³⁵

Community college districts may also hold closed sessions to discuss some student disciplinary matters, awarding of honorary degrees, or gifts from donors who prefer to remain anonymous.³⁶ Kindergarten through 12th grade districts may also meet in closed session to review the contents of the statewide assessment instrument.³⁷

■ GRAND JURY TESTIMONY

A legislative body, including its members as individuals, may testify in private before a grand jury, either individually or as a group.³⁸ Attendance by the entire legislative body before a grand jury would not constitute a closed session meeting under the Brown Act, since the body would not be meeting to make decisions or reach a consensus on issues within the body's subject matter jurisdiction.

■ LICENSE APPLICANTS WITH CRIMINAL RECORDS

A closed session is permitted when an applicant, who has a criminal record, applies for a license or license renewal and the legislative body wishes to discuss whether the applicant is sufficiently rehabilitated to receive the license. If the body decides to deny the license, the applicant may withdraw the application. If the applicant does not withdraw, the body must deny the license in public, immediately or at its next meeting. No information from the closed session can be revealed without consent of the applicant, unless the applicant takes action to challenge the denial.³⁹

■ PUBLIC SECURITY

Legislative bodies may meet in closed session to discuss matters posing a threat to the security of public buildings, essential public services, including water, sewer, gas, or electric service, or to the public's right of access to public services or facilities over which the legislative body has jurisdiction. Closed session meetings for these purposes must be held with designated security or law enforcement officials including the Attorney General, district attorney, agency attorney, sheriff or chief of police, or their deputies or agency security consultant or security operations manager.⁴⁰ Action taken in closed session with respect to such public security issues is not reportable action.

■ MULTIJURISDICTIONAL DRUG LAW ENFORCEMENT AGENCY

A joint powers agency formed to provide drug law enforcement services to multiple jurisdictions may hold closed sessions to discuss case records of an on-going criminal investigation, to hear testimony from persons involved in the investigation, and to discuss courses of action in particular cases.⁴¹

The exception applies to the legislative body of the joint powers agency and to any body advisory to it. The purpose is to prevent impairment of investigations, to protect witnesses and informants, and to permit discussion of effective courses of action.⁴²

Practice Tip:

Attendance by the entire legislative body before a grand jury would not constitute a closed session meeting under the Brown Act.

■ HOSPITAL PEER REVIEW AND TRADE SECRETS

Two specific kinds of closed sessions are allowed for district hospitals and municipal hospitals, under other provisions of law.⁴³

1. A meeting to hear reports of hospital medical audit or quality assurance committees, or for related deliberations. However, an applicant or medical staff member whose staff privileges are the direct subject of a hearing may request a public hearing.
2. A meeting to discuss “reports involving trade secrets”—provided no action is taken.

A “trade secret” is defined as information which is not generally known to the public or competitors and which: (1) “derives independent economic value, actual or potential” by virtue of its restricted knowledge; (2) is necessary to initiate a new hospital service or program or facility; and (3) would, if prematurely disclosed, create a substantial probability of depriving the hospital of a substantial economic benefit.

The provision prohibits use of closed sessions to discuss transitions in ownership or management, or the district’s dissolution.⁴⁴

■ THE CONFIDENTIALITY OF CLOSED SESSION DISCUSSIONS

It is not uncommon for agency officials to complain that confidential information is being leaked from closed sessions. The Brown Act prohibits the disclosure of confidential information acquired in a closed session by any person present and offers various remedies to address willful breaches of confidentiality.⁴⁵

It is incumbent upon all those attending lawful closed sessions to protect the confidentiality of those discussions. One court has held that members of a legislative body cannot be compelled to divulge the content of closed session discussions through the discovery process.⁴⁶ Only the legislative body acting as a body may agree to divulge confidential closed session information; regarding attorney/client privileged communications, the entire body is the holder of the privilege and only the entire body can decide to waive the privilege.⁴⁷

Before adoption of the Brown Act provision specifically prohibiting disclosure of closed session communications, agency attorneys and the Attorney General long believed that officials have a fiduciary duty to protect the confidentiality of closed session discussions. The Attorney General issued an opinion that it is “improper” for officials to disclose information received during a closed session regarding pending litigation,⁴⁸ though the Attorney General has also concluded that a local agency may not go so far as to adopt an ordinance criminalizing public disclosure of closed session discussions.⁴⁹ In any event, the Brown Act now prescribes remedies for breaches of confidentiality. These include injunctive relief, disciplinary action against an employee, and referral of a member of the legislative body to the grand jury.⁵⁰

The duty of maintaining confidentiality, of course, must give way to the obligation to disclose improper matters or discussions that may come up in closed sessions. In recognition of this public policy, the Brown Act exempts from its prohibition against disclosure of closed session communications disclosure of closed session information to the district attorney or the grand jury due to a perceived violation of law, expressions of opinion concerning the propriety or legality of actions taken in closed session, including disclosure of the nature and extent of the illegal action, and disclosing information that is not confidential.⁵¹

Practice Tip:

There is a strong interest in protecting the confidentiality of proper and lawful closed sessions.

The interplay between these possible sanctions and an official's first amendment rights is complex and beyond the scope of this guide. Suffice it to say that this is a matter of great sensitivity and controversy.

"I want the press to know that I voted in closed session against filing the eminent domain action," said Council Member Chang.

"Don't settle too soon," reveals Council Member Watson to the property owner, over coffee.
"The city's offer coming your way is not our bottom line."

The first comment to the press is appropriate—the Brown Act requires that certain final votes taken in closed session be reported publicly.⁵² The second comment to the property owner is not—disclosure of confidential information acquired in closed session is expressly prohibited and harmful to the agency.

Endnotes

- 1 61 Ops.Cal.Atty.Gen. 220 (1978)
- 2 82 Ops.Cal.Atty.Gen. 29 (1999)
- 3 California Government Code section 54954.5
- 4 California Government Code sections 54956.9 and 54957.7
- 5 California Government Code section 54957.1(a)
- 6 California Government Code section 54957.1(b)
- 7 California Government Code section 54957.2
- 8 *Hamilton v. Town of Los Gatos* (1989) 213 Cal.App.3d 1050; 2 Cal.Code Regs. section 18702.1(c)
- 9 *Roberts v. City of Palmdale* (1993) 5 Cal.4th 363
- 10 California Government Code section 54956.9; *Shapiro v. Board of Directors of Center City Development Corp.* (2005) 134 Cal.App.4th 170 (agency must be a party to the litigation).
- 11 *Page v. Miracosta Community College District* (2009) 180 Cal.App.4th 471
- 12 "The Brown Act," California Attorney General (2003), p. 40
- 13 *Trancas Property Owners Association v. City of Malibu* (2006) 138 Cal.App.4th 172
- 14 Government Code section 54956.9(b)
- 15 California Government Code section 54956.8
- 16 *Shapiro v. San Diego City Council* (2002) 96 Cal.App.4th 172; see also ___ Ops.Cal.Atty.Gen. ___ (May 21, 2010) (2010 WL 2150433) (concluding it is impermissible for a redevelopment agency to meet in closed session to discuss the terms of a rehabilitation loan to a business that was leasing property from the agency when the terms and conditions of the lease itself were not also a matter of discussion.)
- 17 California Government Code section 54956.8
- 18 California Government Code section 54957(b)
- 19 63 Ops.Cal.Atty.Gen. 215 (1980); but see: *Duvall v. Board of Trustees* (2000) 93 Cal.App.4th 902 (board may discuss personnel evaluation criteria, process and other preliminary matters in closed session).
- 20 *Gillespie v. San Francisco Public Library Commission* (1998) 67 Cal.App.4th 1165; 85 Ops.Cal.Atty.Gen. 77 (2002)
- 21 *Gillespie v. San Francisco Public Library Commission* (1998) 67 Cal.App.4th 1165; 80 Ops.Cal.Atty.Gen. 308 (1997). Interviews of candidates to fill a vacant staff position conducted by a temporary committee appointed by the governing body may be done in closed session.
- 22 *Morrison v. Housing Authority of the City of Los Angeles* (2003) 107 Cal.App.4th 860
- 23 California Government Code section 54957
- 24 78 Ops.Cal.Atty.Gen. 218 (1995); *Bell v. Vista Unified School District* (2000) 82 Cal.App.4th 672; *Furtado v. Sierra Community College* (1998) 68 Cal.App.4th 876; *Fischer v. Los Angeles Unified School District* (1999) 70 Cal.App.4th 87
- 25 *Moreno v. City of King* (2005) 127 Cal.App.4th 17
- 26 California Government Code section 54957
- 27 *Gillespie v. San Francisco Public Library Commission* (1998) 67 Cal.App.4th 1165
- 28 California Government Code section 54957.1(a)(5)

- 29 California Government Code section 54957.6
- 30 57 Ops.Cal.Atty.Gen. 209 (1974)
- 31 California Government Code section 54957.1(a)(6)
- 32 California Government Code section 3549.1
- 33 California Government Code section 3540
- 34 California Government Code section 3547
- 35 California Education Code section 48918, but see *Rim of the World Unified School District v. Superior Court* (2003) 104 Cal.App.4th 1393 (Section 48918 preempted by the Federal Family Educational Right and Privacy Act in regard to expulsion proceedings.)
- 36 California Education Code section 72122
- 37 California Education Code section 60617
- 38 California Government Code section 54953.1
- 39 California Government Code section 54956.7
- 40 California Government Code section 54957
- 41 *McKee v. Los Angeles Interagency Metropolitan Police Apprehension Crime Task Force* (2005) 134 Cal.App.4th 354
- 42 California Government Code section 54957.8
- 43 California Government Code section 54962
- 44 California Health and Safety Code section 32106
- 45 Government Code section 54963
- 46 *Kleitman v. Superior Court* (1999) 74 Cal.App.4th 324, 327; see also: California Government Code section 54963
- 47 *Roberts v. City of Palmdale* (1993) 5 Cal.4th 363
- 48 80 Ops.Cal.Atty.Gen. 231 (1997)
- 49 76 Ops.Cal.Atty.Gen. 289 (1993)
- 50 California Government Code section 54963
- 51 California Government Code section 54963
- 52 California Government Code section 54957.1

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CHAPTER 6:

REMEDIES



INVALIDATION

CIVIL ACTION TO PREVENT
FUTURE VIOLATIONS

COSTS AND ATTORNEY'S FEES

CRIMINAL COMPLAINTS

VOLUNTARY RESOLUTION

CHAPTER 6:

REMEDIES



Certain violations of the Brown Act are designated as misdemeanors, although by far the most commonly used enforcement provisions are those that authorize civil actions to invalidate specified actions taken in violation of the Brown Act and to stop or prevent future violations. Still, despite all the safeguards and remedies to enforce them, it is ultimately impossible for the public to monitor every aspect of public officials' interactions. Compliance ultimately results from regular training and a good measure of self-regulation on the part of public officials. This chapter discusses the remedies available to the public when that self-regulation is ineffective.

■ INVALIDATION

Any interested person, including the district attorney, may seek to invalidate certain actions of a legislative body on the ground that they violate the Brown Act.¹ Violations of the Brown Act, however, cannot be invalidated if they involve the following types of actions:

- Those taken in substantial compliance with the law;
- Those involving the sale or issuance of notes, bonds or other indebtedness, or any related contracts or agreements;
- Those creating a contractual obligation, including a contract awarded by competitive bid for other than compensation for professional services, upon which a party has in good faith relied to its detriment;
- Those connected with the collection of any tax; or
- Those in which the complaining party had actual notice at least 72 hours prior to the meeting at which the action is taken.

Before filing a court action seeking invalidation, a person who believes that a violation has occurred must send a written "cure or correct" demand to the legislative body. This demand must clearly describe the challenged action, the nature of the claimed violation, and the "cure" sought. This demand must be sent within 90 days of the alleged violation or 30 days if the action was taken in open session but in violation of Section 54954.2, which requires (subject to specific exceptions) that only properly agendaized items are acted on by the governing body during a meeting.² The legislative body then has up to 30 days to cure and correct its action. If it does not act, any lawsuit must be filed within the next 15 days.

The purpose of this requirement is to offer the body an opportunity to consider whether a violation has occurred and to weigh its options before litigation is filed. The Brown Act does not specify how to cure or correct a violation; the best method is to rescind the action being complained of and to start over.

Although just about anyone has standing to bring an action for invalidation,³ the challenger must show prejudice as a result of the alleged violation.⁴ An action to invalidate fails to state a cause of action against the agency if the body deliberated but did not take an action.⁵

■ CIVIL ACTION TO PREVENT FUTURE VIOLATIONS

The district attorney or any interested person can file a civil action asking the court to:

- Stop or prevent violations or threatened violations of the Brown Act by members of the legislative body of a local agency;
- Determine the applicability of the Brown Act to actions or threatened future action of the legislative body;
- Determine whether any rule or action by the legislative body to penalize or otherwise discourage the expression of one or more of its members is valid under state or federal law; or
- Compel the legislative body to tape record its closed sessions.

It is not necessary for a challenger to prove a past pattern or practice of violations by the local agency in order to obtain injunctive relief. A court may presume when issuing an injunction that a single violation will continue in the future where the public agency refuses to admit to the alleged violation or to renounce or curtail the practice.⁶ Note, however, that a court may not compel elected officials to disclose their recollections of what transpired in a closed session.⁷

Upon finding a violation of the Brown Act pertaining to closed sessions, a court may compel the legislative body to tape record its future closed sessions. In a subsequent lawsuit to enforce the Brown Act alleging a violation occurring in closed session, a court may upon motion of the plaintiff review the tapes if there is good cause to think the Brown Act has been violated, and make public the relevant portion of the closed session recording.

■ COSTS AND ATTORNEY'S FEES

Someone who successfully invalidates an action taken in violation of the Brown Act or who successfully enforces one of the Brown Act's civil remedies may seek court costs and reasonable attorney's fees. Courts have held that attorney's fees must be awarded to a successful plaintiff unless special circumstances exist that would make a fee award against the public agency unjust.⁸ When evaluating how to respond to assertions that the Brown Act has been violated, elected officials and their lawyers should assume that attorneys fees will be awarded against the agency if a violation of the Act is proven.

An attorney fee award may only be directed against the local agency and not the individual members of the legislative body. If the local agency prevails, it may be awarded court costs and attorney's fees if the court finds the lawsuit was clearly frivolous and lacking in merit.⁹

■ CRIMINAL COMPLAINTS

A violation of the Brown Act by a member of the legislative body who acts with the improper intent described below is punishable as a misdemeanor.¹⁰

A criminal violation has two components. The first is that there must be an overt act—a member of a legislative body must attend a meeting at which action is taken in violation of the Brown Act.¹¹

"Action taken" is not only an actual vote, but also a collective decision, commitment or promise by a

Practice Tip:

A lawsuit to invalidate must be preceded by a demand to cure and correct the challenged action in order to give the legislative body an opportunity to consider its options.



Practice Tip:

Attorney's fees will likely be awarded if a violation of the Brown Act is proven.

Practice Tip:

Training and exercising good judgment can help avoid Brown Act conflicts. If an arguably meritorious procedural challenge is raised, it may be more prudent to voluntarily re-notice and reconsider the action subject to the challenge.

majority of the legislative body to make a positive or negative decision.¹² If the meeting involves mere deliberation without the taking of action, there can be no misdemeanor penalty.

A violation occurs for a tentative as well as final decision.¹³ In fact, criminal liability is triggered by a member's participation in a meeting in violation of the Brown Act—not whether that member has voted with the majority or minority, or has voted at all.

The second component of a criminal violation is that action is taken with the intent of a member “to deprive the public of information to which the member knows or has reason to know the public is entitled” by the Brown Act.¹⁴

As with other misdemeanors, the filing of a complaint is up to the district attorney. Although criminal prosecutions of the Brown Act are uncommon, district attorneys in some counties aggressively monitor public agencies' adherence to the requirements of the law.

■ VOLUNTARY RESOLUTION

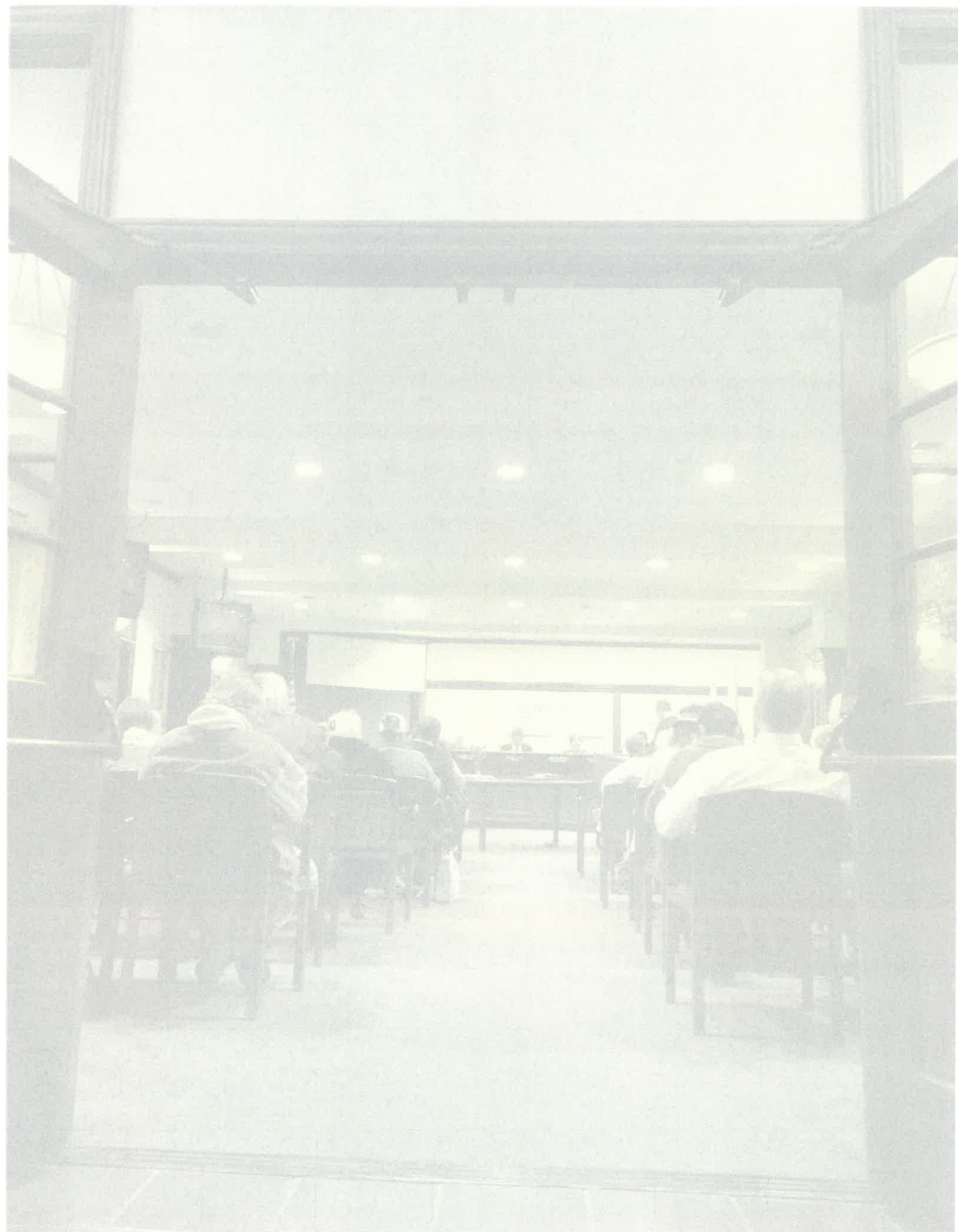
Arguments over Brown Act issues often become emotional on all sides. Newspapers trumpet relatively minor violations, unhappy residents fume over an action, and legislative bodies clam up about information better discussed in public. Hard lines are drawn and rational discussion breaks down. The district attorney or even the grand jury occasionally becomes involved. Publicity surrounding alleged violations of the Brown Act can result in a loss of confidence by constituents in the legislative body. There are times when it may be preferable to consider re-noticing and rehearing, rather than litigating, an item of significant public interest, particularly when there is any doubt about whether the open meeting requirements were satisfied.

At bottom, agencies that regularly train their officials and pay close attention to the requirements of the Brown Act will have little reason to worry about enforcement.

Endnotes

- 1 California Government Code section 54960.1. Invalidation is limited to actions that violate the following sections of the Brown Act: section 54953 (the basic open meeting provision); sections 54954.2 and 54954.5 (notice and agenda requirements for regular meetings and closed sessions); 54954.6 (tax hearings); and 54956 (special meetings). Violations of sections not listed above cannot give rise to invalidation actions, but are subject to the other remedies listed in section 5490.1.
- 2 California Government Code section 54960.1 (b) and (c)(1)
- 3 *McKee v. Orange Unified School District* (2003) 110 Cal.App.4th 1310
- 4 *Cohan v. City of Thousand Oaks* (1994) 30 Cal.App.4th 547, 556, 571
- 5 *Boyle v. City of Redondo Beach* (1999) 70 Cal.App.4th 1109, 1117-18
- 6 *California Alliance for Utility Safety and Education (CAUSE) v. City of San Diego* (1997) 56 Cal.App.4th 1024; *Common Cause v. Stirling* (1983) 147 Cal.App.3d 518, 524. *Accord Shapiro v. San Diego City Council* (2002) 96 Cal. App. 4th 904, 916 & fn.6
- 7 *Kleitman v. Superior Court* (1999) 74 Cal.App.4th 324, 334-36
- 8 *Los Angeles Times Communications, LLC v. Los Angeles County Board of Supervisors* (2003) 112 Cal.App.4th 1313, 1324-27 and cases cited therein.
- 9 California Government Code section 54960.5
- 10 California Government Code section 54959. A misdemeanor is punishable by a fine of up to \$1,000 or up to six months in county jail, or both. California Penal Code section 19. Employees of the agency who participate in violations of the Brown Act cannot be punished criminally under section 54959. However, at least one district attorney instituted criminal action against employees based on the theory that they criminally conspired with the members of the legislative body to commit a crime under section 54949.
- 11 California Government Code section 54959
- 12 California Government Code section 54952.6
- 13 61 Ops.Cal.Atty.Gen.283 (1978)
- 14 California Government Code section 54959

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ORDINANCE NO. ____

ORDINANCE OF THE COUNCIL OF THE CITY OF ROSEVILLE AMENDING SECTIONS 2.16.010, 2.16.020, 2.16.030, AND ADDING SECTIONS 2.16.040, 2.16.050 AND 2.16.060 OF CHAPTER 2.16; AMENDING SECTIONS 2.18.010, 2.18.020, AND 2.18.030 AND DELETING SECTION 2.18.040 OF CHAPTER 2.18; AMENDING SECTIONS 2.20.020 AND 2.20.030 AND DELETING SECTION 2.20.040 OF CHAPTER 2.20; AMENDING SECTIONS 2.22.020 AND 2.22.030, AND DELETING SECTION 2.22.040 OF CHAPTER 2.22; AMENDING SECTIONS 2.24.010, 2.24.020, AND 2.24.030 AND DELETING SECTION 2.24.021 OF CHAPTER 2.24; AMENDING SECTIONS 2.26.010, 2.26.020, 2.26.030, AND DELETING SECTION 2.26.040 OF CHAPTER 2.26; AMENDING SECTIONS 2.28.010, 2.28.020, 2.28.030, 2.28.030 AND DELETING SECTIONS 2.28.031, 2.28.040, 2.28.050, 2.28.060, 2.28.070, 2.28.080, AND 2.28.090 OF CHAPTER 2.28; AMENDING SECTIONS 2.30.010, 2.30.020, 2.30.030 AND DELETING SECTION 2.30.040 OF CHAPTER 2.30; AMENDING SECTIONS 2.32.010, 2.32.020, AND 2.32.030, AND DELETING SECTIONS 2.32.021, 2.32.040, 2.32.050, AND 2.32.060 OF CHAPTER 2.32 OF TITLE 2 OF THE ROSEVILLE MUNICIPAL CODE REGARDING BOARDS AND COMMISSIONS

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1. Section 2.16.010 of Chapter 2.16 of Title 2 of the Roseville Municipal Code is hereby amended as follows:

2.16.010 **Formation.** ~~Failure to attend meetings — Forfeiture of membership.~~

~~Any member of any board or commission who is appointed by the city council and who is absent without excuse for three consecutive meetings; or 25 percent of meetings in a calendar year; or three meetings in a calendar year for two consecutive years, whether regular or special, of the body of which he or she is a member, shall forfeit his or her office.~~

~~The secretary or clerk of each board or commission whose members are appointed by the city council shall certify to the city council the unexcused absence of any member for three consecutive meetings; or 25 percent of meetings in a calendar year; or three meetings in a calendar year for two consecutive years.~~

The initial appointments to the board or commission shall consist of two members appointed for four years, two members appointed for three years, two members appointed for two years, and one member appointed for one year. Each of such initial terms shall be considered as one of the two term limit.

SECTION 2. Section 2.16.020 of Chapter 2.16 of Title 2 of the Roseville Municipal Code is hereby amended as follows:

2.16.020 **Removal.** ~~Membership.~~

~~Except as otherwise provided by law or the charter, the members of the boards, commissions, and committees of the city serve at the pleasure of the city council, and may be removed by the council at any time with or without cause.~~

The following guidelines are hereby established for all City of Roseville boards and commissions:

A. Roseville residents who apply for an advisory board or commission position must be registered to vote, except youth members under the age of 18.

B. Individuals can only be appointed to serve on a single City of Roseville board or commission at a time.

C. Relatives (spouses, domestic partners, co-habitants, siblings, parents, and children) cannot serve on the same board or commission.

D. Current city employees are ineligible to serve on a board or commission.

SECTION 3. Section 2.16.030 of Chapter 2.16 of Title 2 of the Roseville Municipal Code is hereby amended as follows:

2.16.030 **~~Membership guidelines.~~ Youth members.**

~~—The following guidelines are hereby established for all City of Roseville boards and commissions:~~

~~—A. Roseville residents who apply for an advisory board or commission position must be registered to vote, except youth members under the age of 18.~~

~~—B. Individuals can only be appointed to serve on a single City of Roseville board or commission.~~

~~C. Relatives (spouses, domestic partners, co-habitants, and children) cannot serve on the same board or commission.~~

The city council may, in its discretion, appoint a high school student that is a resident of Roseville as a voting or non-voting member. Such member shall serve only during his or her enrollment in high school and for a one year term. Such member can be re-appointed for a second term.

SECTION 4. Section 2.16.040 of Chapter 2.16 of Title 2 of the Roseville Municipal Code is hereby added to read as follows:

2.16.040 Vacancies.

In the event of a vacancy, other than vacancies caused by expiration of the terms of members, the city council shall appoint a person to fill the unexpired term. Such an appointment to fill an unexpired term shall not be considered as one of the two term limits.

SECTION 5. Section 2.16.050 of Chapter 2.16 of Title 2 of the Roseville Municipal Code is hereby added to read as follows:

2.16.050 Attendance.

Any member of any board or commission who is appointed by the city council and who is absent without excuse for 25 percent or more of meetings in a rolling 12-month period, or more than one meeting in a rolling 12-month period if the board or commission meets quarterly, shall forfeit his or her office.

The secretary of each board or commission whose members are appointed by the city council shall transmit the absences to the city clerk.

SECTION 6. Section 2.16.060 of Chapter 2.16 of Title 2 of the Roseville Municipal Code is hereby added to read as follows:

2.16.060 Removal.

Except as otherwise provided by law or the charter, the members of the boards, commissions, and committees of the city serve at the pleasure of the city council, and may be removed by the council at any time with or without cause.

SECTION 7. Section 2.18.010 of Chapter 2.18 of Title 2 of the Roseville Municipal Code is hereby amended to read as follows:

Chapter 2.18

~~ROSEVILLE~~ GRANTS ADVISORY COMMISSION

2.18.010 Established.

There is ~~hereby~~ established the ~~Roseville~~ grants advisory commission of the city.

SECTION 8. Section 2.18.020 of Chapter 2.18 of Title 2 of the Roseville Municipal Code is hereby amended to read as follows:

2.18.020 ~~Membership~~Composition.

The ~~Roseville~~ grants advisory commission shall ~~be~~ consist ~~composed~~ of seven members appointed by the city council for overlapping four-year terms. No member shall serve more than two consecutive terms. ~~The initial appointments to the commission shall consist of two members~~

~~appointed for four years, two members appointed for three years, two members appointed for two years, and one member appointed for one year. Each of such initial terms shall be considered as one of the two term limit.~~

~~In addition, the city council may annually appoint a person who is at least 13 years of age but not more than 18 years of age at the time of appointment to serve as an ex-officio, non-voting member of the commission. With the exception of term of office and voting, such member shall be subject to all of the rights, duties and privileges of other members.~~

SECTION 9. Section 2.18.030 of Chapter 2.18 of Title 2 of the Roseville Municipal Code is hereby amended to read as follows:

2.18.030 ~~Vacancies~~Responsibilities.

~~In the event of a vacancy in the Roseville grants advisory commission, other than vacancies caused by expiration of the terms of members, the city council shall appoint a person to fill the unexpired term. Such an appointment to fill an unexpired term shall not be considered as one of the two term limit established by Section 2.18.020.~~

A. Reviews and recommends Citizens' Benefit Fund (Chapter 4.06) and Roseville Employees Annual Charitable Hearts ("REACH") Fund (Chapter 4.07) grant application processes and policies for grants to be approved by the city council.

B. Acts as a forum for public participation in review of Citizens' Benefit Fund and REACH grant applications.

C. Annually reviews and makes recommendations on Citizens' Benefit Fund and REACH grant applications.

D. Monitors approved grants and reviews annual reports for measurable outcomes.

E. Recommends to the city council the use of the interest earned by the city on the proceeds of the sale of the Roseville Community Hospital in the award of Citizens' Benefit Fund grants.

SECTION 10. Section 2.18.040 of Chapter 2.18 of Title 2 of the Roseville Municipal Code is hereby deleted.

~~2.18.040 — Duties.~~

~~The Roseville grants advisory commission shall review all proposals or grant applications for expenditures from the citizens' benefit fund established by Chapter 4.06 and the Roseville employees annual charitable hearts fund established by Chapter 4.07, and shall make recommendations to the city council as to such expenditures and grant applications. In addition, the Roseville grants advisory commission may host educational forums for potential grant applicants, provide information to prospective donors to the funds, and participate in organizations promoting the work of charitable funds.~~

SECTION 11. Section 2.20.020 of Chapter 2.20 of Title 2 of the Roseville Municipal Code is hereby amended to read as follows:

2.20.020 ~~Membership~~ — Composition.

~~A.——The planning commission shall consist of seven members who shall hold no other official position with the city and who shall be appointed by the city council~~ for overlapping four-year terms. No member shall serve more than two consecutive terms. ~~The planning director or a representative designated by him shall serve as recording secretary to the commission.~~

~~B.——Notwithstanding the provisions of subsection A of this section, the council may, in its sole discretion, appoint alternate members of the planning commission to take part in discussions and vote where the item for discussion is either a general plan amendment, specific plan adoption, or other major projects as determined by the council, and where one or more regular members of the planning commission is absent or disqualified. In that case, as many alternate members as necessary to make up a full seven-member commission may be appointed who may participate as fully and to the same extent as though they were full planning commission members. Such appointment shall automatically terminate when planning commission consideration of such item ends.~~

SECTION 12. Section 2.20.030 of Chapter 2.20 of Title 2 of the Roseville Municipal Code is hereby amended to read as follows:

2.20.030 Responsibilities~~Membership—Terms.~~

~~Members of the planning commission shall serve staggered terms of four years. No member of the planning commission shall serve more than two consecutive terms.~~ A. Makes recommendations to the city council on general plan, specific plan, zoning and other land use policy areas.

B. Reviews and makes recommendations to the city council or, where appropriate, approves entitlements for compliance with the general plan, applicable specific plans, and other policy documents.

C. Takes final action on major project permits, conditional use permits, tree permits, tentative subdivision maps, variances, and zoning interpretations.

D. Determines the adequacy and consistency with the California Environmental Quality Act of environmental documentation associated with projects acted upon by the planning commission.

E. Provides representation of the city at various conferences, before other agencies, etc.

F. Provides commission members for service on special task forces/committees, as needed.

G. Provides a forum for public involvement for the items listed above.

SECTION 13. Section 2.20.040 of Chapter 2.20 of Title 2 of the Roseville Municipal Code is hereby deleted.

2.20.040 Filling vacancies.

~~In the event of a vacancy in the planning commission, other than vacancies caused by expiration of terms of members, a person shall be appointed to fill the unexpired term. Such an~~

~~appointment to fill an unexpired term shall not be considered as one of the two-term limit established by Section 2.20.030.~~

SECTION 14. Section 2.22.020 of Chapter 2.22 of Title 2 of the Roseville Municipal Code is hereby amended to read as follows:

2.22.020 Composition~~Membership~~.

The public utilities commission shall ~~be composed~~ consist of seven members appointed by the city council for overlapping four-year terms. No member shall serve more than two consecutive terms. ~~The city manager or his or her designee shall act as advisor to the public utilities commission.~~

SECTION 15. Section 2.22.030 of Chapter 2.22 of Title 2 of the Roseville Municipal Code is hereby amended to read as follows:

2.22.030 Responsibilities~~Vacancies~~.

- A. Studies and advises the city council regarding all utilities and enterprises owned or operated by the city, including but not limited to, electrical, water, wastewater, recycled water, solid waste, and stormwater.
- B. Advises the city council regarding planning, rates, public information, and other matters relating to such enterprises.
- C. Hears citizen concerns relating to utility operation and/or rates.
- D. Conducts public meetings and public hearings for the purpose of reviewing agreements, proposed utility-related projects, and rates prior to making a recommendation to the city council.

E. Reviews California Environmental Quality Act and National Environmental Policy Act documents for public utility-related projects.

F. Advises the city council regarding the activities of joint powers agencies if the city council appoints a representative of the commission to sit as a participant on the board or commission of a joint powers agency of which the city is a member.

G. Quarterly reviews the departments' progress reports given to the commission to determine the progress of each utility.

H. Monitors new emerging technology and services, and when appropriate, makes recommendations to city council.

I. Provides a forum for public involvement for the items listed above.

~~In the event of a vacancy in the public utilities commission, other than vacancies caused by expiration of terms of members, the council shall appoint a person to fill the unexpired term. Such an appointment to fill an unexpired term shall not be considered as one of the two term limits established by Section 2.22.020.~~

SECTION 16. Section 2.22.040 of Chapter 2.22 of Title 2 of the Roseville Municipal Code is hereby deleted:

~~**2.22.040- Duties.**~~

~~The public utilities commission shall study and advise the city council regarding any cable television franchise and all utilities owned or operated by the city, including, but not~~

~~limited to, electrical, water, sewer, and refuse. The public utilities commission shall advise the city council regarding planning, rates, public information, and other matters relating to such enterprises, and may hear citizen complaints as to operation or rates. The public utilities commission shall advise the city council regarding the activities of such joint powers agencies as the city may be a member or which relate to said enterprises (including without limitation, the Northern California Power Agency, the Transmission Agency of Northern California, the South Placer Wastewater Authority, the Regional Water Authority and the Western Placer Waste Management Authority).~~

SECTION 17. Section 2.24.010 of Chapter 2.24 of Title 2 of the Roseville Municipal Code is hereby amended to read as follows:

Chapter 2.24

~~PUBLIC~~ TRANSPORTATION COMMISSION

2.24.010 Established.

There is established a ~~public~~ transportation commission of the city. ~~which shall act as an advisory body to the city council.~~

SECTION 18. Section 2.24.020 of Chapter 2.24 of Title 2 of the Roseville Municipal Code is hereby amended to read as follows:

2.24.020 Composition—~~Appointment—Terms.~~

The ~~public~~ transportation commission shall ~~consist~~be composed of seven members appointed by the city council for overlapping four-year terms. ~~—who are residents of the~~

~~city. Appointments shall be made by the city council for overlapping four-year terms. No member of the public transportation commission shall serve more than two consecutive terms.~~

~~In addition the city council may annually appoint a high school student that is a resident of Roseville to serve as a voting member of the commission.~~

SECTION 19. Section 2.24.021 of Chapter 2.24 of Title 2 of the Roseville Municipal Code is hereby deleted:

~~2.24.021- Filling vacancies.~~

~~— In the event of a vacancy in the public transportation commission, other than vacancies caused by expiration of terms of members, a person shall be appointed to fill the unexpired term. Such an appointment to fill an unexpired term shall not be considered as one of the two term-limit established by Section 2.24.020.~~

SECTION 20. Section 2.24.030 of Chapter 2.24 of Title 2 of the Roseville Municipal Code is hereby amended to read as follows:

2.24.030 Responsibilities~~Duties.~~

A. Reviews and makes recommendations to the city council on the general plan circulation element; the bicycle master plan, pedestrian master plan, short and long range transit plan, the capital improvement project plan; specific plan circulation plans; regional transportation plans, the public transit system; bikeway, pedestrian, transit, and roadway capital improvement projects and transportation systems management.

B. Reviews and approves transportation systems management plans.

C. Provides representation of the city at various conferences and before other agencies, as needed.

D. Provides a forum for public involvement for the items listed above.

~~—The public transportation commission shall study the public transit, traffic, bikeway and pedestrian needs of the residents of the city, shall make recommendations to the city council concerning such public transportation needs of the city, and shall approve transportation systems management plans pursuant to Chapter 11.33 hereof.~~

SECTION 21. Section 2.26.010 of Chapter 2.26 of Title 2 of the Roseville Municipal Code is hereby amended to read as follows:

2.26.010 Establishment.

There is ~~hereby~~ established a board of appeals of the city.

SECTION 22. Section 2.26.020 of Chapter 2.26 of Title 2 of the Roseville Municipal Code is hereby amended to read as follows:

2.26.020 Composition~~Purpose~~.

~~—The board of appeals shall hear appeals of decisions of the building official pursuant to Sections 16.04.110 and 17.08.530, appeals of decisions of the fire chief pursuant to Section 16.16.050, appeals of decisions of the environmental utilities director pursuant to Section 14.20.450 and appeals of decisions of the chief of police pursuant to Section 9.45.260. Members~~

~~of the board of appeals shall also provide a pool of hearing examiners to sit on hearing panels pursuant to Sections 2.50.070 and 2.52.070 of this title.~~

The board of appeals shall consist of 10 to 15 members appointed by the city council for overlapping four-year terms. No member shall serve more than two consecutive terms.

SECTION 23. Section 2.26.030 of Chapter 2.26 of Title 2 of the Roseville Municipal Code is hereby amended to read as follows:

2.26.030 **MembershipResponsibilities.**

~~———The board of appeals shall be composed of 10 to 15 members. They shall be appointed by the city council to staggered four-year terms. No member of the board of appeals shall serve more than two consecutive terms.~~

A. Serves as an advisory body to the city council with respect to construction, building, code enforcement, or similar matters.

B. Reviews matters as provided under the Uniform Building and Housing codes.

C. Serves as a pool of hearing examiners for the purpose of formation of each ad hoc hearing examiner panel as provided herein.

SECTION 24. Section 2.26.040 of Chapter 2.26 of Title 2 of the Roseville Municipal Code is hereby deleted:

2.26.040 ~~**Filing vacancies.**~~

~~———In the event of a vacancy on the board of appeals, other than vacancies caused by the expiration of terms of members, the city council shall appoint a person to fill the unexpired term.~~

~~Such an appointment to fill an unexpired term shall not be considered as one of the two term limit established by Section 2.26.030.~~

SECTION 25. Section 2.28.010 of Chapter 2.28 of Title 2 of the Roseville Municipal Code is hereby amended to read as follows:

Chapter 2.28

~~LIBRARY*~~LIBRARY BOARD

Note

~~* For Charter provisions regarding the creation of a library advisory board, see Charter § 2.14.~~

2.28.010 Established.

There is established a library board of the city~~in and for the city a public library, under the name of “Roseville Public Library,” which name may be changed by ordinance.~~

SECTION 26. Section 2.28.020 of Chapter 2.28 of Title 2 of the Roseville Municipal Code is hereby amended to read as follows:

2.28.020 ~~Library board Established.~~Composition.

~~There is established a library board in the city.~~ The library board shall consist of five members appointed by the city council for overlapping four-year terms. No member shall serve more than two consecutive terms.

SECTION 27. Section 2.28.030 of Chapter 2.28 of Title 2 of the Roseville Municipal Code is hereby amended to read as follows:

2.28.030 ~~Library board Appointment Terms.~~ Responsibilities.

~~——— A. ——— The library board shall consist of five members appointed by the city council for overlapping four year terms. whose terms shall be four years each. No member of the library board shall serve more than two consecutive terms.~~

~~——— B. ——— The city council may, in its discretion, appoint a high school student that is a resident of Roseville as a voting member of the library board. Such member shall serve only during his or her enrollment in high school and for a one year term. Such member can be reappointed for a second term.~~

A. Participates in strategic and long-range planning for the city library system.

B. Serves as community liaisons/advocates for library programs and services.

C. Reviews policies and procedures as presented by city library staff.

D. Represents the library at city-sponsored functions.

E. Advises city council on important library efforts.

SECTION 28. Section 2.28.031 of Chapter 2.28 of Title 2 of the Roseville Municipal Code is hereby deleted:

~~2.28.031 Filing vacancies.~~

~~——— In the event of a vacancy in the library board, other than vacancies caused by expiration of terms of members, a personal shall be appointed to fill the unexpired term. Such an appointment to fill an unexpired term shall not be considered as one of the two term limit established by Section 2.28.030.~~

SECTION 29. Section 2.28.040 of Chapter 2.28 of Title 2 of the Roseville Municipal

Code is hereby deleted:

~~**2.28.040 — Library board — Powers and duties.**~~

~~The library board shall have the duty of recommending to the city manager and to the city council such action as to the library board appears necessary, proper or advisable for the proper administration of the city library system.~~

SECTION 30. Section 2.28.050 of Chapter 2.28 of Title 2 of the Roseville Municipal

Code is hereby deleted:

~~**2.28.050 — Library board — Meetings — Quorum.**~~

~~— The library board shall meet at least once every four months at such time and place as they may determine. Special meetings may be called at any time by three members by written notice given pursuant to the Ralph M. Brown Act. A majority of the board shall constitute a quorum for the transaction of business.~~

SECTION 31. Section 2.28.060 of Chapter 2.28 of Title 2 of the Roseville Municipal

Code is hereby deleted:

~~**2.28.060 — Library board — Chair.**~~

~~— The library board shall appoint one of its members chair, who shall serve for one year and until his or her successor is appointed; and in his or her absence, the board shall select a chair pro tempore.~~

SECTION 32. Section 2.28.070 of Chapter 2.28 of Title 2 of the Roseville Municipal Code is hereby deleted:

~~2.28.070 — Library board — Record of proceedings.~~

~~— The library board shall cause a proper record of its proceedings to be kept.~~

SECTION 33. Section 2.28.080 of Chapter 2.28 of Title 2 of the Roseville Municipal Code is hereby deleted:

~~2.28.080 — Lending books to other counties and municipalities.~~

~~— The city and the legislative bodies of neighboring municipalities or the board of supervisors of the county may contract for lending the books of the public library to residents of the county, or neighboring municipalities, upon a reasonable compensation to be paid by the county or neighboring municipalities.~~

SECTION 34. Section 2.28.090 of Chapter 2.28 of Title 2 of the Roseville Municipal Code is hereby deleted:

~~2.28.090 — Title of property vested in city.~~

~~— The title to all property acquired for the purpose of the public library, when not inconsistent with the terms of its acquisition or otherwise designated, shall vest in the city and, in the name of the city, may be sued for and defended by action at law or otherwise.~~

SECTION 35. Section 2.30.010 of Chapter 2.30 of Title 2 of the Roseville Municipal Code is hereby amended to read as follows:

Chapter 2.30

~~ROSEVILLE~~ SENIOR COMMISSION

2.30.010 Established.

There is established a ~~Roseville~~ senior commission ~~of the city. which shall act as an advisory body to the city council.~~

SECTION 36. Section 2.30.020 of Chapter 2.30 of Title 2 of the Roseville Municipal Code is hereby amended to read as follows:

2.30.020 Composition—~~Appointment—Terms.~~

The ~~Roseville~~ senior commission shall ~~consist be composed~~ of seven members ~~appointed by the city council for overlapping four-year terms. who are residents of the city. Appointments shall be made by the city council for overlapping four-year terms.~~ No member ~~of the Roseville senior commission~~ shall serve more than two consecutive terms.

SECTION 37. Section 2.30.030 of Chapter 2.30 of Title 2 of the Roseville Municipal Code is hereby amended to read as follows:

2.30.030 Responsibilities~~Duties.~~

A. Advises the city council and/or involved city departments/committees on all matters affecting seniors in Roseville and makes recommendations on any senior program proposal to be considered by the city council.

B. Reviews the needs of seniors in Roseville and develops a set of comprehensive goals and objectives for effectively meeting those needs.

C. Monitors the various programs and services made available to seniors by both public and private agencies in Roseville to advocate efficient delivery of those services.

D. Communicates with Area 4 on Aging, Seniors First and other local, county, state or federal agencies and commissions serving seniors, and assists, if requested, in the preparation, implementation and review of any plan or program designed to serve seniors.

~~———The Roseville senior commission shall study issues and concerns relative to older adults such as leisure programming, public facilities, housing, transportation, nutrition, health care, and volunteer services; and shall make recommendations to the city council for improving the quality of life of its older citizens. The commission shall also provide representation to other agencies involved in the aging network.~~

SECTION 38. Section 2.30.040 of Chapter 2.30 of Title 2 of the Roseville Municipal Code is hereby deleted:

~~2.30.040 ——— Filling vacancies.~~

~~———In the event of a vacancy in the Roseville senior commission, other than vacancies caused by expiration of terms of members, a person shall be appointed to fill the unexpired term. Such an appointment to fill an unexpired term shall not be considered as one of the two-term limit established by Section 2.30.020.~~

SECTION 39. Section 2.32.010 of Chapter 2.32 of Title 2 of the Roseville Municipal Code is hereby amended to read as follows:

Chapter 2.32

PARKS AND RECREATION* COMMISSION

Note

~~* For Charter provisions regarding the creation of boards advisory to the council and manager with respect to specific municipal functions, see Charter § 2.14.~~

2.32.010 ~~Parks and recreation commission~~ Established.

There is established a parks and recreation commission ~~of~~in the city.

SECTION 40. Section 2.32.020 of Chapter 2.32 of Title 2 of the Roseville Municipal Code is hereby amended to read as follows:

2.32.020 Composition ~~Parks and recreation commission~~ Appointment Terms.

~~A.~~ The parks and recreation commission shall consist of seven members appointed by the city council for overlapping four-year terms., ~~whose terms shall be four years.~~

~~B.~~ No member ~~of the parks and recreation commission~~ shall serve more than two consecutive terms.

~~C.~~ The city council may, in its discretion, appoint a high school student that is a resident of Roseville as a voting member of the parks and recreation commission. Such member

~~shall serve only during his or her enrollment in high school and for a one year term. Such member can be reappointed for a second term.~~

SECTION 41. Section 2.32.021 of Chapter 2.32 of Title 2 of the Roseville Municipal Code is hereby deleted:

~~**2.32.021 Filling vacancies.**~~

~~— In the event of a vacancy in the parks and recreation commission, other than vacancies caused by expiration of terms of members, a person shall be appointed to fill the unexpired term. Such an appointment to fill an unexpired term shall not be considered as one of the two term limit established by Section 2.32.020.~~

SECTION 42. Section 2.32.030 of Chapter 2.32 of Title 2 of the Roseville Municipal Code is hereby amended to read as follows:

2.32.030 Parks and recreation commission—Powers and dutiesResponsibilities.

Reviews and makes recommendations on park projects, department operations, recreation programs, events and related issues.

~~— The parks and recreation commission shall have the duty of recommending to the city manager and to the city council such action as to the parks and recreation commission appears necessary, proper or advisable for the proper administration of the city parks and recreation programs.~~

SECTION 43. Section 2.32.040 of Chapter 2.32 of Title 2 of the Roseville Municipal Code is hereby deleted:

~~**2.32.040 — Parks and recreation commission — Chairman and secretary — Quorum.**~~

~~— The parks and recreation commission shall appoint one of its members as chairman and one as secretary. A majority of the parks and recreation commission shall constitute a quorum for the transaction of any business.~~

SECTION 44. Section 2.32.050 of Chapter 2.32 of Title 2 of the Roseville Municipal Code is hereby deleted:

~~**2.32.050 — Parks and recreation commission — Rules established — Records.**~~

~~— The parks and recreation commission shall establish rules for its proceedings and shall cause a full and complete record of its proceedings to be kept.~~

SECTION 45. Section 2.32.060 of Chapter 2.32 of Title 2 of the Roseville Municipal Code is hereby deleted:

~~**2.32.060 — Parks and recreation commission — City employees to cooperate.**~~

~~— All officers and employees of the city shall cooperate with the parks and recreation commission to the fullest extent to the end that the city parks and playgrounds may be administered efficiently and economically.~~

SECTION 46. This ordinance shall be effective at the expiration of thirty (30) days from the date of adoption.

SECTION 47. The City Clerk is hereby directed to cause this ordinance to be published in full at least once within fourteen (14) days after it is adopted in a newspaper of general

circulation in the City, or shall within fourteen (14) days after its adoption cause this ordinance to be posted in full in at least three (3) public places in the City and enter in the Ordinance Book a certificate stating the time and place of said publication by posting.

PASSED AND ADOPTED by the Council of the City of Roseville this ____ day of _____, 20__, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

MAYOR

ATTEST:

City Clerk



COUNCIL COMMUNICATION

CC #: 9790

File #: 0201-01 & 0709-03-02

Title: Main Street Plaza Apartments Affordable Housing - Budget Adjustment

Contact: Danielle Foster 916-774-5446 dfoster@roseville.ca.us

Meeting Date: 2/20/2019

Item #: 6.20.

RECOMMENDATION TO COUNCIL

Staff recommends that the City Council adopt an ordinance to approve the attached budget adjustment allocating \$2,000,000 from the Affordable Housing Fund and the Housing Trust Fund to the Main Street Plaza Apartments project, consistent with executed project Disposition and Development Agreements (DDAs).

BACKGROUND

At the January 16, 2019, City Council/Housing Successor meeting, the final Disposition and Development Agreements (DDAs) for the 65-unit Main Street Plaza Apartments affordable housing development at 304 Washington Boulevard and 134 Main Street were approved. The project will include one, two and three bedroom apartment units over 3,000 square feet of commercial space with the required on-site parking spaces. The apartments will have access to a community room, bbq space, a tot lot, resident services, and other amenities. The project will also include project-based housing choice vouchers and other subsidies to offer affordable housing to families, veterans, and individuals with a physical or mental disability.

Within the approved DDAs for the project, the Housing Successor approved sale of its parcels to the affordable housing project (through a land loan for each parcel) and the City approved two loans to the project from affordable housing funding sources.

The first City loan is for \$2,000,000 from the Affordable Housing Fund and Housing Trust Fund. This loan will be for a term of 55 years and will bear simple interest at a rate of 3% annually, repaid through residual cash flow of the project. While these funds are already committed, this budget adjustment allocates the funding within the City's budget so that it can be spent.

The second City loan, as approved in the FY 2018-19 budget, was for \$793,503 from the Community Development Block Grant (CDBG) Fund. This loan has the same terms as those listed above and is already in the City's budget. In order to ensure the timely use of CDBG funds, the project will now fully utilize the \$793,503 of funding to cover associated project costs as follows:

Acquisition of 134 Main Street	\$644,612.54	(previously \$483,503)
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Demolition of 134 Main Street	\$111,222.95	(previously \$150,000)
Business Relocation of 134 Main Street	\$37,667.51	(previously \$160,000)

Notice of the change in how these funds will be used within this project has been provided on the City's website. This change is not a substantial amendment to the City's Annual Action Plan for CDBG because the same total amount of funding is still being provided to the same project and the national objectives and outcomes will still be achieved. This change in allocation of funding does not reduce or reflect the total cost for these items, it only ensures timely use of CDBG funding.

Staff recommends that the City Council approve the attached budget adjustment in order to fully budget the City funding commitments to the Main Street Plaza Apartments under the City's executed DDAs to the project.

FISCAL IMPACT

No General Fund resources will be used for this project. The project consists of housing loans from the City in the amount of \$749,386 from the Affordable Housing Fund, \$1,250,614 from the Housing Trust Fund, and \$793,503 from the federally funded CDBG program.

ECONOMIC DEVELOPMENT / JOBS CREATED

Estimates of total employment created can be based on expenditure data, consistent with guidance from the Council of Economic Advisers (CEA). Total employment not only includes direct and indirect jobs, but also induced jobs. CEA estimates that total employment is increased by one job-year for every \$92,000 in direct government spending. Therefore, this project has the potential to generate 29 jobs with the expenditure of the City affordable housing funds and Community Development Block Grant funds.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment (CEQA Guidelines Section 15061(b)(3)). This budget adjustment does not include the potential for a significant environmental effect, and therefore is not subject to CEQA.

Respectfully Submitted,

Danielle Foster, Housing Manager

Laura Matteoli, Economic Development Director



Dominick Casey, City Manager

ATTACHMENTS:

Description

Ordinance No. 6054

budget adjustment

ORDINANCE NO. 6054

ORDINANCE OF THE COUNCIL OF THE CITY OF ROSEVILLE
AUTHORIZING CERTAIN AMENDMENTS TO THE 2018-19
BUDGET AND DECLARING THIS ORDINANCE TO BE IMMEDIATELY
EFFECTIVE AS AN APPROPRIATION MEASURE

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1. The City of Roseville Annual Budget, Fiscal Year 2018-19, is hereby amended by transferring appropriation to and from the activities indicated below:

Appropriate funds for the Main Street Plaza Apartment Affordable Housing project per request of the Housing Department, as listed on the attached Request for Budget Adjustment totaling \$2,000,000.00.

SECTION 2. This ordinance is hereby declared to be an appropriation measure, immediately effective pursuant to the provisions of Section 5.03 of the Charter.

SECTION 3. The City Clerk is hereby authorized and directed to post a true copy of the foregoing ordinance in each of three (3) conspicuous locations in the City and she shall immediately after such posting enter in the ordinance book, under the record of the ordinance, a certificate under her hand stating the time and place of such publication by posting.

PASSED AND ADOPTED by the Council of the City of Roseville, this
_____ day of _____, 2018, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

MAYOR

ATTEST:

City Clerk



REQUEST FOR BUDGET ADJUSTMENT FINANCE DEPARTMENT

Instructions: Complete all necessary fields. Fields marked with an asterisk (*) are mandatory and required for processing. Obtain required approvals and process according to the procedure outlined in: A.R. 6.01 Budget Adjustment Policy & Procedure.

REQUESTER*: Melissa Hagan

DEPARTMENT/DIVISION*: Economic Development and Housing

FISCAL YEAR/EFFECTIVE DATE*: FY18-19

PROPOSED COUNCIL DATE (if applicable): 2/20/19

For more detailed budget adjustment training information, including examples, please click on the following link:
Miscellaneous Budget Training Information.

USE OF FUNDS*						
AMOUNT*	ACCOUNT NUMBER					Account Title/Activity Description*
	GL		FUND*	JL		
	ORG KEY*	OBJECT*		PROJECT	ACTIVITY	
749,386	08127	5910	290	730015	45	CONSTRUCTN LOAN TO META HOUSING-DEFRD
1,250,614	08121	5910	291	730015	45	CONSTRUCTN LOAN TO META HOUSING-DEFRD
\$ 2,000,000	TOTAL					

SOURCE OF FUNDS*						
AMOUNT*	ACCOUNT NUMBER					Account Title/Activity Description*
	GL		FUND*	JL		
	ORG KEY*	OBJECT*		PROJECT	ACTIVITY	
749,386	00290		290	730015		AFFORDABLE HOUSING FUND - FUND BALANCE
1,250,614	00291		291	730015		HOUSING TRUST FUND - FUND BALANCE
\$ 2,000,000	TOTAL					

FINANCE USE	Approved:				
		2/1/19		1/31/19	
	BUDGET MANAGER/DESIGNEE	DATE	Finance Director	Date	

Justification for Budget Adjustment*:

This budget adjustment budgets the necessary funds for the City to fulfill its existing commitments on the \$2,000,000 loan it is making to the 65-unit Main Street Plaza Apartments affordable housing project being developed by Meta Housing, as approved by the City Council in early 2017 and as reflects on the City's Disposition and Development Agreements on the project. Now that the construction start date of March 2019 has been identified, these funds are required for disbursement in the current fiscal year.

Approved	Approved
REQUESTING DEPARTMENT HEAD / DESIGNEE	CITY MANAGER
DATE	DATE



COUNCIL COMMUNICATION

CC #: 9784

File #: 0201-01 & 0704

Title: Park Rehabilitation Projects - Budget Adjustment

Contact: Tara Gee 916-774-5253 tgee@roseville.ca.us

Meeting Date: 2/20/2019

Item #: 6.21.

RECOMMENDATION TO COUNCIL

Adopt an ordinance to approve the budget adjustment request allocating \$35,000.00 from the West Roseville Citywide Park Fund (229) for the Historic Fiddymment House; and a total of \$668,940.00 from the Parks, Recreation & Libraries Rehabilitation Fund (315) which is comprised of \$456,090.00 for carry forward of Council approved park rehabilitation projects, and \$212,850.00 in water slide safety repairs.

BACKGROUND

Historic Fiddymment House Stabilization

In August 2018, the contract to perform stabilization work on the historic Fiddymment House was approved by Council. Included in the approval was a 20% contingency for change orders, however, funding for the 20% was mistakenly not added to the project Capital Improvement project budget. As work is progressing, numerous areas of dry rot, drainage improvements and post footings have been identified. The budget adjustment of \$35,000.00 will allow completion of the planned stabilization work on the house. This work will be funded by the West Roseville Citywide Park Fund (229). Once the stabilization work is complete, renovations of the house will be placed on hold until sufficient funding can be identified.

Park Rehabilitation Projects

During the FY2018-19 budget process several Council approved park rehabilitation projects were unintentionally closed rather than carried forward. The budget adjustment requests the carry forward of \$456,090.00 for the unspent portion of the FY2017-18 budget in order to complete these projects. The carry forward request is funded by the Parks, Recreation & Libraries Rehabilitation Fund (315). The list of projects includes:

- Park Paving and Hardscape repairs: \$ 36,000.00
- Maidu Soccer Arena: \$220,090.00
- Dietrich Park Play Structure Replacement: \$150,000.00
- Poured-in-Place Resilient Play Surfacing Repairs: \$ 50,000.00
- Total: \$456,090.00

Additionally, through a recent safety inspection, it was discovered that the stairs on the water slide at the Roseville Aquatics Complex are in need of repairs. The repairs involve fabrication of new

step treads and riser framework for a cost of \$212,850.00. The Roseville Aquatics Complex project is funded by the Parks, Recreation & Libraries Rehabilitation Fund (315).

In total, the requested budget adjustment seeks City Council approval of \$35,000.00 from the West Roseville Citywide Park Fund (229) for the stabilization of the Fiddymont House; and a total of \$668,940.00 from the Parks, Recreation & Libraries Rehabilitation Fund (315) which is comprised of \$456,090.00 for carry forward of Council approved park rehabilitation projects, and \$212,850.00 in water slide safety repairs.

FISCAL IMPACT

This request seeks City Council approval of a budget adjustment of \$35,000.00 from the West Roseville City-wide Park Fund (229) and \$668,940.00 for approved park rehabilitation projects plus the water slide safety repairs from the Parks, Recreation & Libraries Rehabilitation Fund (315).

ECONOMIC DEVELOPMENT / JOBS CREATED

The construction of the park is to be performed by contractors. This project helps stimulate the local economy and the local construction industry through the employment of the construction team. Based on Federal guidelines, there is one job created for every \$92,000 in direct government spending. Based on that figure, 7 new jobs were created as a result of the above.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment (CEQA Guidelines 15061(b)(3)). The budget adjustment for this project does not include the potential for a significant environmental effect, and therefore is not subject to CEQA.

The Roseville Aquatics Complex water slide stair repair project consists of repair and replacement of an existing structure. This activity is categorically exempt from CEQA as a Class 2 Exemption (State CEQA Guidelines Section 15302). The Exemption has been prepared and no further CEQA action is required.

Respectfully Submitted,

Tara L. Gee, Park Planning & Development Superintendent

Dion Louthan, Parks, Recreation & Libraries Director



Dominick Casey, City Manager

ATTACHMENTS:

Description

Ordinance No. 6052

Budget Adjustment Park Rehab Projects

ORDINANCE NO. 6052

ORDINANCE OF THE COUNCIL OF THE CITY OF ROSEVILLE
AUTHORIZING CERTAIN AMENDMENTS TO THE 2018-19
BUDGET AND DECLARING THIS ORDINANCE TO BE IMMEDIATELY
EFFECTIVE AS AN APPROPRIATION MEASURE

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1. The City of Roseville Annual Budget, Fiscal Year 2018-19, is hereby amended by transferring appropriation to and from the activities indicated below:

Appropriate funds for park rehabilitation projects, at the request of the Parks, Recreation & Libraries Department, as listed on the attached Request for Budget Adjustment in the amount of \$703,940.00.

SECTION 2. This ordinance is hereby declared to be an appropriation measure, immediately effective pursuant to the provisions of Section 5.03 of the Charter.

SECTION 3. The City Clerk is hereby authorized and directed to post a true copy of the foregoing ordinance in each of three (3) conspicuous locations in the City and she shall immediately after such posting enter in the ordinance book, under the record of the ordinance, a certificate under her hand stating the time and place of such publication by posting.

PASSED AND ADOPTED by the Council of the City of Roseville, this
_____ day of _____, 2019, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

MAYOR

ATTEST:

City Clerk



REQUEST FOR BUDGET ADJUSTMENT FINANCE DEPARTMENT

Instructions: Complete all necessary fields. Fields marked with an asterisk (*) are mandatory and required for processing. Obtain required approvals and process according to the procedure outlined in:

[A.R. 6.01 Budget Adjustment Policy & Procedure.](#)

For more detailed budget adjustment training information, including examples, please click on the following link:

[Miscellaneous Budget Training Information.](#)

REQUESTER*: Tara Gee

DEPARTMENT/DIVISION*: Parks, Recreation & Libraries/Park Development

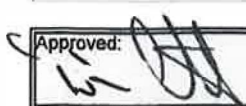
FISCAL YEAR/EFFECTIVE DATE*: FY2018-19

PROPOSED COUNCIL DATE (if applicable): 02/20/2019

USE OF FUNDS*						
AMOUNT*	ACCOUNT NUMBER					Account Title/Activity Description*
	GL		FUND*	JL		
	ORG KEY*	OBJECT*		PROJECT	ACTIVITY	
36,000	51007	6130	315			Park Paving & Hardscape rehab
220,090	51007	6130	315			Maidu Soccer Arena
150,000	51007	6130	315			Deitrich Park play structure
50,000	51007	6130	315			Play surface repairs
212,850	50207	6130	315	175401	45	Roseville Aquatic Center stair repair
35,000	50105	6130	229	165002	45	Fiddymment House stabilization
\$ 703,940	TOTAL					
SOURCE OF FUNDS*						
AMOUNT*	ACCOUNT NUMBER					Account Title/Activity Description*
	GL		FUND*	JL		
	ORG KEY	OBJECT		PROJECT	ACTIVITY	
668,940			315			Available fund balance in PRL Capital-CIP Fund
35,000			229			Available balance in WR Citywide Park Fund
\$ 703,940	TOTAL					
FINANCE USE						
Approved:  BUDGET MANAGER/DESIGNEE 1/29/19 DATE  Finance Director 1/29/19 Date						

Justification for Budget Adjustment*:

The PRL department is requesting \$709,940 for the following: \$36,000 for Park Paving and hardscape rehab; \$220,090 for the Maidu soccer arena rehab; \$150,000 for the replacement of the play structure at Deitrich Park; \$50,000 for Play surface repairs and \$220,090 for the repair of the RAC stairs for a total of \$668,940 from fund 315 (PRL Capital-CIP fund). Additionally, PRL is requesting \$35,000 from the WR Citywide Park fund for stabilization of the Fiddymment house.

Approved: 	Approved: _____
REQUESTING DEPARTMENT HEAD / DESIGNEE	CITY MANAGER
DATE: 1-28-19	DATE: _____



COUNCIL COMMUNICATION

CC #: 9785

File #: 0201-01 & 0323

Title: Police Department - Deferred Revenue Budget Adjustment

Contact: Shelly Bracco 916-774-5018 sbracco@roseville.ca.us

Meeting Date: 2/20/2019

Item #: 6.22.

RECOMMENDATION TO COUNCIL

Recommend City Council adopt an ordinance approving a budget adjustment. The police department has \$31,813.18 in unearned revenue from the AB109 grant received in FY2017-18, as well as pre-paid funds from the Galleria, for supplemental overtime services provided by police officers. The included budget adjustment will add \$31,813.18 to the police department's budget; the funds will be spent in Social Services and Patrol. This budget adjustment will increase both revenues and expenditures in the General Fund by \$31,813.18.

BACKGROUND

In FY2017-18 the police department was a recipient of AB109 funding from the Governor's Budget, as part of the Governor's Outreach Project, in the amount of \$39,930. The funding was allocated to city police departments to assist with positive outcomes between municipal law enforcement, and high-risk populations. The funding can be used on homeless outreach teams, crisis intervention training for officers and outreach to high-risk youth. This grant has no end date, and all funding was provided in FY2017-18. The Social Services Unit was able to meet grant expectations through outreach, training and intervention, but was only able to spend \$20,573.45 before the end of FY2017-18. The police department requested that the balance of the grant, \$19,356.55, be accounted for as unearned revenue in order to access the funds in FY2018-19.

The remaining \$12,456.63 is from pre-payment for supplemental law enforcement services to be provided as overtime to the Galleria. In November and December 2017, the Galleria requested supplemental police overtime for officers to be stationed at the Mall; in doing so they pre-paid \$18,960.00 for services based on hours they thought would be covered. Minimum staffing at the Police department took overtime priority, and the police department was unable to work all the requested hours. At the end of FY2017-18, the police department asked to have the remainder of the funding, \$12,456.63, accounted for as unearned revenue in order to access the funds in FY2018-19 for additional supplemental overtime for the Galleria.

FISCAL IMPACT

The budget adjustment will add \$19,356.55 to the police department social services budget for continued community outreach, and \$12,456.63 to patrol's overtime budget for hours worked on supplemental OT at the Galleria, for a total budget increase of \$31,813.18

ECONOMIC DEVELOPMENT / JOBS CREATED

Not applicable.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment (CEQA Guidelines §15061(b)(3)). A budget adjustment does not include the potential for a significant environmental effect, and therefore is not subject to CEQA.

Respectfully Submitted,

Shelly Bracco, Administrative Analyst

James Maccoun, Police Chief



Dominick Casey, City Manager

ATTACHMENTS:

Description

Ordinance No. 6053

Budget Adjustment for Police grant and Police Patrol OT

ORDINANCE NO. 6053

ORDINANCE OF THE COUNCIL OF THE CITY OF ROSEVILLE
AUTHORIZING CERTAIN AMENDMENTS TO THE 2018-19
BUDGET AND DECLARING THIS ORDINANCE TO BE IMMEDIATELY
EFFECTIVE AS AN APPROPRIATION MEASURE

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1. The City of Roseville Annual Budget, Fiscal Year 2018-19, is hereby amended by transferring appropriation to and from the activities indicated below:

Appropriate funds from deferred revenue, per the request of the Police Department, as listed on the attached Request for Budget Adjustment in the amount of \$31,814.00.

SECTION 2. This ordinance is hereby declared to be an appropriation measure, immediately effective pursuant to the provisions of Section 5.03 of the Charter.

SECTION 3. The City Clerk is hereby authorized and directed to post a true copy of the foregoing ordinance in each of three (3) conspicuous locations in the City and she shall immediately after such posting enter in the ordinance book, under the record of the ordinance, a certificate under her hand stating the time and place of such publication by posting.

PASSED AND ADOPTED by the Council of the City of Roseville, this
_____ day of _____, 2018, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

MAYOR

ATTEST:

City Clerk



REQUEST FOR BUDGET ADJUSTMENT
FINANCE DEPARTMENT

Instructions: Complete all necessary fields. Fields marked with an asterisk (*) are mandatory and required for processing. Obtain required approvals and process according to the procedure outlined in:

A.R. 6.01 Budget Adjustment Policy & Procedure.

REQUESTER*: Shelly Bracco

DEPARTMENT/DIVISION*: Police Social Services & Patrol

FISCAL YEAR/EFFECTIVE DATE*: FY2019

PROPOSED COUNCIL DATE (if applicable): 2/20/2019

For more detailed budget adjustment training information, including examples, please click on the following link:

Miscellaneous Budget Training Information.

USE OF FUNDS*						
AMOUNT*	ACCOUNT NUMBER					Account Title/Activity Description*
	GL		FUND*	JL		
	ORG KEY*	OBJECT*		PROJECT	ACTIVITY	
19,357	05515	5998	100	800596	50	Police Social Services/ Miscellaneous
12,457	05531	4005	100			Police Patrol/ Overtime
\$ 31,814	TOTAL					

SOURCE OF FUNDS*						
AMOUNT*	ACCOUNT NUMBER					Account Title/Activity Description*
	GL		FUND*	JL		
	ORG KEY	OBJECT		PROJECT	ACTIVITY	
19,357	05515	3750	100	800596	76	Police Social Services/ State Grant
12,457	05531	3320	100			Police Patrol/ Special Police Revenue
\$ 31,814	TOTAL					

FINANCE USE	Approved:	1/24/19	1/24/19
	BUDGET MANAGER/DESIGNEE	DATE	Finance Director

Justification for Budget Adjustment*:

In Fiscal Year 2017-18, the Police Department deferred a total of \$31,814 in revenue comprised of \$19,357 in state grant & \$12,457 in supplemental patrol mall overtime funding. Staff recommends that the City Council approve a budget adjustment totaling \$31,814 to recognize the funding and provide expenditure authority.

Approved:	Approved:
REQUESTING DEPARTMENT HEAD / DESIGNEE	CITY MANAGER
DATE	DATE



COUNCIL COMMUNICATION

CC #: 9800

File #: 0206-03-01

Title: Second Reading - The Ranch at Sierra Vista Community Facilities District No. 1
(Public Facilities)

Contact: Jeannine Thrash 916-774-5473 jthrash@roseville.ca.us
Dennis Kauffman 916-774-5313 dkauffman@roseville.ca.us

Meeting Date: 2/20/2019

Item #: 6.23.

RECOMMENDATION TO COUNCIL

ORDINANCE NO. 6055 OF THE CITY COUNCIL OF THE CITY OF ROSEVILLE
LEVYING SPECIAL TAXES WITHIN CITY OF ROSEVILLE THE RANCH AT SIERRA
VISTA COMMUNITY FACILITIES DISTRICT NO. 1 (PUBLIC FACILITIES), for second
reading and adoption.

BACKGROUND

Not applicable.

FISCAL IMPACT

Not applicable.

ECONOMIC DEVELOPMENT / JOBS CREATED

Not applicable.

ENVIRONMENTAL REVIEW

Not applicable.

Respectfully Submitted,

Jeannine Thrash, Administrative Analyst

Dennis Kauffman, Chief Financial Officer



Dominick Casey, City Manager

ATTACHMENTS:

Description

Ordinance No. 6055

ORDINANCE NO. 6055

AN ORDINANCE OF THE CITY COUNCIL OF THE CITY OF ROSEVILLE LEVYING SPECIAL TAXES WITHIN CITY OF ROSEVILLE THE RANCH AT SIERRA VISTA COMMUNITY FACILITIES DISTRICT NO. 1 (PUBLIC FACILITIES)

WHEREAS, on November 28, 2018, this City Council (the "City Council") of the City of Roseville (the "City"), adopted a resolution stating its intention to establish "City of Roseville The Ranch at Sierra Vista Community Facilities District No. 1 (Public Facilities)" (the "CFD") and "City of Roseville The Ranch at Sierra Vista Community Facilities District No. 1 (Public Facilities) (Future Annexation Area)" (the "Future Annexation Area") pursuant to the Mello-Roos Community Facilities Act of 1982, as amended, sections 53311, *et. seq.*, of the California Government Code (the "Act"), to finance the acquisition and construction of certain facilities;

WHEREAS, notice was published as required by the Act relative to the intention of this City Council to form the CFD and the Future Annexation Area, to provide for certain facilities and to incur bonded indebtedness for the CFD in an amount not to exceed \$210,000,000;

WHEREAS, this City Council has held noticed public hearings as required by the Act relative to (i) the determination to proceed with the formation of the CFD and the Future Annexation Area, and the rate and method of apportionment of the special tax to be levied within the CFD to finance a portion of the costs of the facilities and (ii) the issuance of not to exceed \$210,000,000 of bonded indebtedness (excluding bonds described in Section 53364.2(e) of the California Government Code) for the CFD;

WHEREAS, at said hearing all persons desiring to be heard on all matters pertaining to the formation of the CFD and the Future Annexation Area, and the levy of said special taxes within the CFD were heard, substantial evidence was presented and considered by this City Council and a full and fair hearing was held;

WHEREAS, subsequent to the hearing, this City Council adopted resolutions entitled "A Resolution of the City Council of the City of Roseville to Form the City of Roseville The Ranch at Sierra Vista Community Facilities District No. 1 (Public Facilities) and Future Annexation Area" (the "Resolution of Formation"), "A Resolution Determining Necessity to Incur Bonded Indebtedness of the City Council of the City of Roseville for the City of Roseville The Ranch at Sierra Vista Community Facilities District No. 1 (Public Facilities)" (the "Resolution of Necessity") and "A Resolution Calling Special Election of the City Council of the City of Roseville Regarding the City of Roseville The Ranch at Sierra Vista Community Facilities District No. 1 (Public Facilities)," which resolutions defined the public facilities to be financed by the CFD (the "Facilities"), established the CFD and the Future Annexation Area, authorized the levy of a special tax with the CFD, determined the necessity to incur bonded indebtedness in the CFD and called an election within the CFD on the propositions of incurring indebtedness, levying a special tax, and establishing an appropriations limit within the CFD, respectively; and

WHEREAS, parcels within the Future Annexation Area shall be annexed to the CFD only with the unanimous approval (each, a "Unanimous Approval") of the owner or owners of each parcel or parcels at the time that parcel or those parcels are annexed to the CFD, without any requirement for further public hearings or additional proceedings; and

WHEREAS, on January 16, 2019 a special election was held within the CFD at which the eligible landowner-electors approved such propositions by the two-thirds vote required by the Act.

NOW, THEREFORE, BE IT ORDAINED BY THE CITY COUNCIL OF THE CITY OF ROSEVILLE, as follows:

Section 1. By the passage of this Ordinance, the City Council hereby authorizes and levies special taxes within the CFD (including any parcels in the Future Annexation Area that annex into the CFD) pursuant to the Act, at the rate and in accordance with the formula (the "Rate and Method") set forth in the Resolution of Formation, which Resolution of Formation is by this reference incorporated herein, or the applicable Unanimous Approval which rate and method is by this reference incorporated herein. The special taxes are hereby levied commencing in fiscal year 2019-20 and in each fiscal year thereafter until payment in full of any bonds issued by the City for the CFD (the "Bonds") or such longer period provided in the Rate and Method, as contemplated by the Resolution of Formation and the Resolution of Necessity, and all costs of administering the CFD. A special tax shall not be levied in one or more future improvement areas formed to include territory that annexes into the CFD from the Future Annexation Area (each, a "Future Improvement Area") to finance the Facilities after the fiscal year identified in the rate and method for the Future Improvement Area, except that a special tax that was lawfully levied in or before the final tax year and that remains delinquent may be collected in subsequent years. For Future Improvement Areas, a different rate and method may be adopted if the annexed territory is designated as a separate improvement area.

Section 2. The Finance Director of the City is hereby authorized and directed each fiscal year to determine the specific special tax rate and amount to be levied for the next ensuing fiscal year for each parcel of real property within the CFD, in the manner and as provided in the Resolution of Formation.

Section 3. Except as set forth in the Rate and Method, properties or entities of the State, federal or local governments shall be exempt from any levy of the special taxes. In no event shall the special taxes be levied on any parcel within the CFD (including any parcels in the Future Annexation Area that annex into the CFD) in excess of the maximum tax specified in the Resolution of Formation.

Section 4. All of the collections of the special tax shall be used as provided for in the Act, the Rate and Method and in the Resolution of Formation including, but not limited to, the payment of principal and interest on the Bonds, the replenishment of the reserve fund for the Bonds, the payment of the costs of the Facilities, the payment of the costs of the City in administering the CFD (including any parcels in the Future Annexation Area that annex into the CFD), and the costs of collecting and administering the special tax.

Section 5. The special taxes shall be collected in the same manner as ordinary ad valorem taxes are collected and shall have the same lien priority, and be subject to the same penalties and the same procedure and sale in cases of delinquency as provided for ad valorem taxes; provided, however, that this City Council may provide for other appropriate methods of collection by resolutions of this City Council. In addition, the provisions of Section 53356.1 of the Act shall apply to delinquent special tax payments. The Finance Director of the City is hereby authorized and directed to provide all necessary information to the auditor/tax collector of the County of Placer in order to effect proper billing and collection of the special tax, so that the special tax shall be included on the secured property tax roll of the County of Placer for fiscal year 2019-

20 and for each fiscal year thereafter until the Bonds are paid in full or such longer period of time provided in the Rate and Method.

Section 6. If for any reason any portion of this Ordinance is found to be invalid, or if the special tax is found inapplicable to any particular parcel within the CFD (including any parcels in the Future Annexation Area that annex into the CFD), by a court of competent jurisdiction, the balance of this Ordinance and the application of the special tax to the remaining parcels within the CFD shall not be affected.

Section 7. The Mayor shall sign this Ordinance and the City Clerk shall cause the same to be published within fifteen (15) days after its passage at least once in a newspaper of general circulation published and circulated in the City.

Section 8. This Ordinance shall take effect 30 days from the date of final passage.

* * * * *

_____ The foregoing Ordinance was adopted by the City Council of the City of Roseville on the _____ day of _____, 2019, on the following vote:

AYES: COUNCILMEMBERS:

NOES: COUNCILMEMBERS:

ABSENT: COUNCILMEMBERS:

ABSTAIN: COUNCILMEMBERS:

ATTEST:

Mayor

City Clerk



COUNCIL COMMUNICATION

CC #: 9792

File #: 0202

Title: Annual Swap Reporting Requirements for Fiscal Year 2017-18

Contact: Teri Quinlan 916-774-5479 tquinlan@roseville.ca.us

Meeting Date: 2/20/2019

Item #: 6.24.

RECOMMENDATION TO COUNCIL

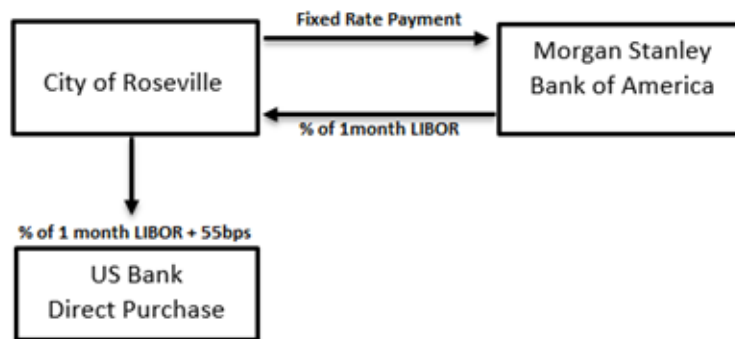
This item requests Council accept the following informational report on the performance of the City's outstanding interest rate swaps for the Electric Department (Electric) system debt.

BACKGROUND

In accordance with the City of Roseville Swap Policy, a written report detailing the status of all interest rate swap agreements entered into by the City is required to be provided to the City Council on an annual basis.

Starting in 2002, the Roseville Electric Department (Electric) began to diversify its debt portfolio with the use of interest rate swaps. The purpose of these swaps was to reduce debt service cost over fixed rate debt while limiting the unpredictability of variable rate debt. Swaps reduce debt service by taking on additional risks (e.g. basis risk, liquidity renewal risk, and counterparty risk). These instruments are not done for speculative reasons.

The City makes fixed interest payments to Morgan Stanley and Bank of America in exchange for floating rate interest payments based on the notional amount of the 2008A Electric bonds. In 2012, the 2008A Electric bonds were refunded by the 2012 Electric bonds and the 2012 Electric bonds were purchased by U.S. Bank through a direct purchase agreement. The direct purchase option removed the liquidity banking trading risk, remarketing risk, and any LIBOR manipulation. In May 2016 U.S. Bank renewed the terms of the direct purchase agreement for another 3.5 year term based on 70.5% of one-month LIBOR plus 55 basis points (bps). The LIBOR payments will net to zero leaving Roseville Electric with a low swap rate payment plus 55 bps. The chart below illustrates the swaps and direct purchase agreement.



The swaps have saved the City over \$10.9 million in debt service payments when compared to conventional fixed rate arrangements. The table below illustrates the combined debt service of the 2008A Electric interest rate swaps and the 2012 Elect direct purchase payments. The swaps have helped Electric control their debt service payments and have generally performed as expected.

June 30th	Planned 2008 Debt Service	Conventional Fixed Debt Service	Planned Savings	Actual 2008 Debt Service	Actual Savings
2006 ¹	\$ 3,217,723	\$ 4,098,280	\$ 880,557	\$ 3,082,768	\$ 1,015,512
2007	3,480,935	4,457,344	976,409	3,033,424	1,423,920
2008	3,439,643	4,321,714	882,072	4,206,828	114,887
2009	3,557,232	4,517,335	960,103	4,604,131	(86,796)
2010	3,628,393	4,517,335	888,942	3,774,816	742,519
2011	3,628,393	4,517,335	888,942	3,782,223	735,112
2012	3,629,892	4,517,335	887,443	3,924,644	592,691
2013	3,628,374	4,517,335	888,961	3,277,866	1,239,469
2014	3,628,393	4,517,335	888,942	3,574,621	942,714
2015	3,628,393	4,517,335	977,044	3,422,447	1,094,888
2016	3,629,892	4,517,335	972,599	3,425,498	1,091,837
2017	3,628,374	4,517,335	977,679	3,483,903	1,033,432
2018	3,628,393	4,517,335	976,409	3,485,797	1,031,538
	\$ 46,354,030	\$ 58,050,688	\$ 12,046,100	\$ 47,078,965	\$ 10,971,723

Actual savings to date \$ 10,971,723
 Actual versus planned savings variance to date \$ (724,935)
 Actual versus planned savings - percent of savings 91.08%

Notes

1. Savings carried over from 2005 bond issue
2. Price date of 5/13/2008
3. Fixed swap rate of 3.321% (\$54M) & 3.364% (\$36M) (70.5% of 1-month LIBOR)
4. Assumption that Roseville Electric VRDOs trade at 70.5% of LIBOR (no trading differential)
5. Conventional fixed rate estimated as of 5/13/2008 (arbitrage yield of 4.80%)

FISCAL IMPACT

Since their inception, the fiscal impact of the swaps for the Electric system has been over \$10.9 million in savings over a fixed rate bond issue.

ECONOMIC DEVELOPMENT / JOBS CREATED

The item presented is an informational report. No economic development or jobs were created.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment (CEQA Guidelines §15061(b)(3)). The informational report does not include the potential for a significant environmental effect, and therefore is not subject to CEQA.

Respectfully Submitted,

Teri Quinlan, Financial Analyst

Dennis Kauffman, Chief Financial Officer



Dominick Casey, City Manager

ATTACHMENTS:

Description

Interest Rate Swaps Report FY18



INTEREST RATE SWAPS REPORT

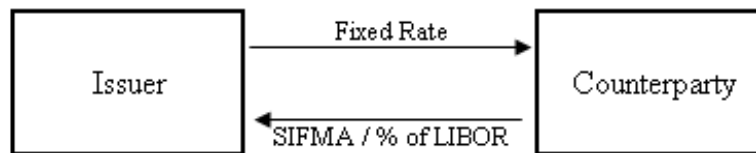
For the Year Ended June 30, 2018

Prepared by
Teri Quinlan
Financial Analyst
City of Roseville

General Information – Interest Rate Swaps

An interest rate swap is a contract between two parties to exchange certain cash flows for a defined period of time related to an underlying asset or liability without actually exchanging the underlying principal amount. The computational base on which the swapped payments are calculated is referred to as the “notional amount.” Interest rate swaps are used to convert one interest rate basis to a different basis (e.g., from floating to fixed or fixed to floating) and enable bond issuers to accomplish financial goals such as hedging variable rate exposure, improving asset/liability matches or reducing borrowing costs.

In the municipal marketplace, the two parties to a swap are called “counterparties” and consist of an agency, such as the City of Roseville, and a financial institution. The counterparties exchange interest payments on specific dates according to a predetermined formula. Only the net payment amount is exchanged. The floating rate resets are generally based on the LIBOR¹ or SIFMA² index.



Swap Risks

1. **Basis Risk:** (1) the degree to which the difference between two prices fluctuates; (2) the residual risk that remains after a hedge has been placed; (3) the risk from receiving one floating rate, such as SIFMA and paying another, such as the interest rate on your own obligations.
2. **Counterparty Risk:** The risk that the party on the other side of a swap transaction does not fulfill its obligations under the swap.
3. **Rollover Risk:** Rollover risk occurs when the term of the swap does not match the term of the asset or liability that the swap is intended to hedge.
4. **Tax Risk:** Tax risk arises since SIFMA is a tax-exempt index whereas LIBOR is a taxable index, implying that the ratio of SIFMA to LIBOR should approximately be 1-Marginal tax rate. As tax rates increase, SIFMA as a percent of LIBOR should decrease, whereas if tax rates decrease, the reverse would theoretically hold true. Historically the ratio has averaged at approximately 67% of 1-Month LIBOR. Simply stated, basis/tax law risk is the risk of a change in the SIFMA/LIBOR ratio.
5. **Termination Risk:** During the term of the swap either party may decide to terminate the swap or some contractual provisions may require the swap to be terminated. Unless the swap is at the market, upon termination one of the parties will need to make a termination payment depending upon market interest rates relative to the swap fixed rate. If market rates are higher than the swap fixed rate the party receiving the fixed rate will need to make the termination payment and vice versa.

¹ London Interbank Offered Rate (LIBOR) is a daily reference rate based on the interest rates at which banks offer to lend unsecured funds to other banks. LIBOR is currently scheduled to be phased out of use by the end of 2021. An interest rate swap that relies on LIBOR as a basis for rate calculation will need to seek a replacement rate index in accordance with the swap agreement.

² The Securities Industry and Financial Markets Association (SIFMA) Municipal Swap Index is a 7-day high-grade market index comprised of tax-exempt VRDOs.

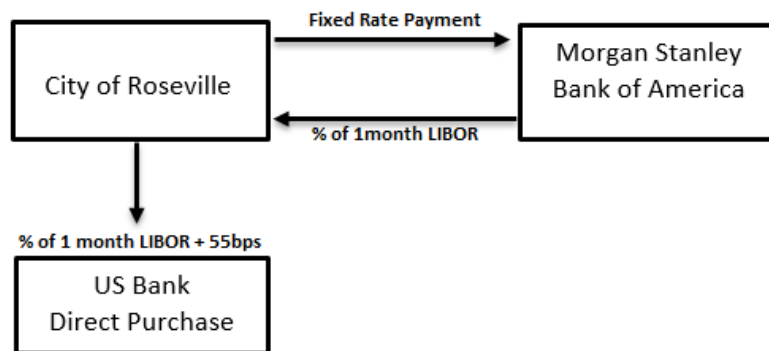
City of Roseville Interest Rate Swaps

The City's exposure to Electric System and South Placer Wastewater Authority (SPWA) variable rate debt has been hedged through interest rate swaps. An annual report on the SPWA interest rate swaps is presented each year at the June SPWA board meeting. Reports can be found on the South Placer Wastewater Authority page of the City of Roseville's website at <https://roseville.ca.us/cms/One.aspx?portalId=7964922&pageId=9755408>. Following is information on the City's Electric System interest rate swaps.

Structure of the City's Interest Rate Swaps Related to the 2012 Electric System Revenue Refunding Certificates of Participation

The City has interest rate swaps with Morgan Stanley and Bank of America (counterparties) that are structured as *floating-to-fixed rate* swaps. These swaps are based on the notional amount of the 2008A Electric System Revenue Refunding COPs (2008A COPs). The City makes fixed interest payments to the counterparties in exchange for floating rate interest payments (SIFMA or percent of LIBOR) made by the counterparties. A floating-to-fixed rate swap enables the City to structure a synthetic fixed rate liability.

The 2008A COPs were refunded by the 2012 Electric System Revenue Refunding Certificates of Participation (2012 COPs) and the 2012 COPs were purchased by U.S. Bank through a direct purchase agreement.



Background

Due to the liquidity crunch in early 2008, the auction-rate market began to fail. The City took quick action to resolve the high reset rates and downgrade of the bond insurer (FGIC) by terminating the 2005 Electric swap and refunding the outstanding par. On May 13, 2008 the City issued the 2008 Electric System Revenue Certificates of Participation Series A (2008A COPs) and Series B (2008B COPs) in the original principal amounts of \$90,000,000 and \$64,500,000 respectively, to defease the 2005 Electric COPs Series B and C.

The 2008A COPs were issued as variable rate securities (VRDOs) with interest calculated weekly. The rate fluctuated according to the market conditions but was capped at 12%. The City entered into a 27-year interest rate swap agreement with Morgan Stanley (60%) and Bank of America (40%) for the entire amount of the 2008A COPs. The combination of the variable rate 2008A COPs and a floating-to-fixed rate swap creates a synthetic fixed rate debt for the City.

In November 2012 the 2008A COPs were refunded by the 2012 Electric System Revenue Refunding Certificates of Participation (2012 COPs) and the 2012 COPs were purchased by U.S. Bank through a direct purchase agreement. The direct purchase agreement acts similar to a loan and was analyzed as the most cost effective option regarding the refunding of the 2008A COPs. The direct purchase option removed the liquidity bank trading risk, remarketing risk, and any LIBOR manipulation. Risks associated with the viability of a Letter of Credit provider are essentially removed. U.S. Bank offered a 3.5 year term based on 70.5% of one-month LIBOR plus 62.5 basis points (bps).

In May 2016 U.S. Bank renewed the terms of the direct purchase agreement with a 3.5 year term based on 70.5% of one-month LIBOR plus 55 bps.

Interest Rate Swaps Related to the 2012 Electric System Revenue Refunding Certificates of Participation

Annual Reporting Requirements

Description	
Original notional amount - Total	\$90,000,000
Original notional amount – Morgan Stanley	\$54,000,000
Original notional amount – Bank of America	\$36,000,000
Type of swaps	Variable-to-fixed rate swap
Variable rate debt type	Variable rate demand obligation (VRDOs)

Payment and Swap Terms	
Interest Rate Swaps with Morgan Stanley and Bank of America	
Fixed swap rate – Morgan Stanley	3.321%
Fixed swap rate – Bank of America	3.364%
Floating swap rate – Morgan Stanley and Bank of America	70.5% of one-month LIBOR ¹
Pricing frequency of swap rate	Weekly
Payment frequency of swap agreement	Monthly
Average life of Morgan Stanley and Bank of America swaps	9.58 years
Effective date of Morgan Stanley and Bank of America swaps	May 13, 2008
Maturity of Morgan Stanley and Bank of America swaps	February 1, 2035
U.S. Bank Direct Purchase of 2012 COPs	
Interest rate	70.5% of one-month LIBOR + 55 basis points
Payment frequency	Monthly
Term of U.S. Bank direct purchase agreement	3.5 years
Maturity of U.S. Bank direct purchase agreement	November 1, 2019

Details for the Year Ended June 30, 2018 (FY18)	
Notional amount at June 30, 2018 - Total	\$90,000,000
Notional amount at June 30, 2018 – Morgan Stanley	\$54,000,000
Notional amount at June 30, 2018 – Bank of America	\$36,000,000
Notional amount retired FY18	\$0
Average floating rate received from counterparties	1.097%
Average interest rate paid to U.S. Bank for direct purchase	1.642%
Synthetic fixed rate for FY18	3.873%

Swap Counterparties Information	
Morgan Stanley credit rating ¹	BBB+
Bank of America credit rating ¹	A-
Fair value of swap at June 30, 2018 – Morgan Stanley	(\$6,538,828)
Fair value of swap at June 30, 2018 – Bank of America	(\$4,502,258)
Material changes to report for FY18	None
Defaults (City or counterparty) to report for FY18	None
¹ Credit rating by Standard & Poor's Agency	

Interest Rate Swaps Related to the 2012 Electric System Revenue Refunding Certificates of Participation

Amortization Schedule of Interest Rate Swaps Notional Amounts

From (and including)	To (but excluding)	Morgan Stanley Notional Amounts	Bank of America Notional Amounts	Total Notional Amounts
2/1/2018	2/1/2019	54,000,000	36,000,000	90,000,000
2/1/2019	2/1/2020	54,000,000	36,000,000	90,000,000
2/1/2020	2/1/2021	54,000,000	36,000,000	90,000,000
2/1/2021	2/1/2022	54,000,000	36,000,000	90,000,000
2/1/2022	2/1/2023	54,000,000	36,000,000	90,000,000
2/1/2023	2/1/2024	51,075,000	34,050,000	85,125,000
2/1/2024	2/1/2025	47,655,000	31,770,000	79,425,000
2/1/2025	2/1/2026	44,100,000	29,400,000	73,500,000
2/1/2026	2/1/2027	40,410,000	26,940,000	67,350,000
2/1/2027	2/1/2028	36,570,000	24,380,000	60,950,000
2/1/2028	2/1/2029	32,595,000	21,730,000	54,325,000
2/1/2029	2/1/2030	28,455,000	18,970,000	47,425,000
2/1/2030	2/1/2031	24,150,000	16,100,000	40,250,000
2/1/2031	2/1/2032	19,680,000	13,120,000	32,800,000
2/1/2032	2/1/2033	15,045,000	10,030,000	25,075,000
2/1/2033	2/1/2034	10,215,000	6,810,000	17,025,000
2/1/2034	2/1/2035	5,205,000	3,470,000	8,675,000

Summary of Payments

2012 Electric Swaps and related U.S. Bank Direct Purchase Agreement \$90,000,000 Swap: 60% Morgan Stanley - 40% Bank of America

		MORGAN STANLEY			BANK OF AMERICA			U.S. BANK	TOTAL PAYMENTS
		\$54,000,000 Notional Amount			\$36,000,000 Notional Amount			\$90,000,000 Principal Amount	
Month	Due	3.321% Fixed Rate Amount	70.5% of 1-Month LIBOR Floating Rate Amount	Net Swap Payment	3.364% Fixed Rate Amount	70.5% of 1-Month LIBOR Floating Rate Amount	Net Swap Payment	Direct Purchase Agreement 70.5% of 1-Month LIBOR + 55 bps	
Sep-17	8/1/2017	\$ 139,482	\$ (37,625)	\$ 101,857	\$ 94,192	\$ (25,102)	\$ 69,090	\$ 109,663	\$ 280,610
Aug-17	9/1/2017	149,445	(40,369)	109,076	100,920	(26,913)	74,007	109,895	292,978
Sep-17	10/1/2017	154,426	(40,491)	113,935	104,284	(26,994)	77,290	106,650	297,875
Oct-17	11/1/2017	144,463	(39,227)	105,236	97,556	(26,152)	71,404	110,127	286,767
Nov-17	12/1/2017	149,445	(40,200)	109,245	100,920	(26,800)	74,120	106,950	290,315
Dec-17	1/1/2018	154,426	(49,491)	104,935	104,284	(32,950)	71,334	117,025	293,294
Jan-18	2/1/2018	144,463	(49,477)	94,986	97,556	(32,985)	64,571	128,340	287,897
Feb-18	3/1/2018	149,445	(47,065)	102,380	100,920	(31,376)	69,544	116,270	288,194
Mar-18	4/1/2018	154,427	(59,910)	94,517	104,284	(39,940)	64,344	133,610	292,471
Apr-18	5/1/2018	144,464	(58,034)	86,430	97,556	(38,689)	58,867	141,000	286,297
May-18	6/1/2018	149,445	(63,504)	85,941	100,920	(42,336)	58,584	146,863	291,388
Jun-18	7/1/2018	154,426	(67,181)	87,245	104,284	(44,788)	59,496	150,970	297,711
Totals		\$ 1,788,357	\$ (592,574)	\$ 1,195,783	\$ 1,207,676	\$ (395,025)	\$ 812,651	\$ 1,477,363	\$ 3,485,797

Total Floating Rate Amounts¹ \$ (987,599)

Total Variable Rate Amounts² 1,477,363

Net Variable Rate Amounts \$ 489,764

Fixed Rate Amounts³ \$ 2,996,033

Total Net Variable Rate + Fixed Rate Amounts \$ 3,485,797

¹Amount due from swap counterparties to the City

²Amount due from the City to U.S. Bank as bondholder of the 2012 Electric System Revenue Refunding COPs

³Amounts due from the City to the swap counterparties

Interest Rate Swaps Related to the 2012 Electric System Revenue Refunding Certificates of Participation

Fiscal Impact

The following chart details the 2008A COPs and 2012 Direct Purchase Bonds savings when compared to a conventional fixed rate issue. For the year ended June 30, 2018 the 2008A/2012 bonds had savings of \$1,031,538 and have achieved total savings of over \$10.9 million compared to a conventional fixed rate issue.

June 30th	Planned 2008 Debt Service	Conventional Fixed Debt Service	Planned Savings	Actual 2008 Debt Service	Actual Savings
2006 ¹	\$ 3,217,723	\$ 4,098,280	\$ 880,557	\$ 3,082,768	\$ 1,015,512
2007	3,480,935	4,457,344	976,409	3,033,424	1,423,920
2008	3,439,643	4,321,714	882,072	4,206,828	114,887
2009	3,557,232	4,517,335	960,103	4,604,131	(86,796)
2010	3,628,393	4,517,335	888,942	3,774,816	742,519
2011	3,628,393	4,517,335	888,942	3,782,223	735,112
2012	3,629,892	4,517,335	887,443	3,924,644	592,691
2013	3,628,374	4,517,335	888,961	3,277,866	1,239,469
2014	3,628,393	4,517,335	888,942	3,574,621	942,714
2015	3,628,393	4,517,335	977,044	3,422,447	1,094,888
2016	3,629,892	4,517,335	972,599	3,425,498	1,091,837
2017	3,628,374	4,517,335	977,679	3,483,903	1,033,432
2018	3,628,393	4,517,335	976,409	3,485,797	1,031,538
	\$ 46,354,030	\$ 58,050,688	\$ 12,046,100	\$ 47,078,965	\$ 10,971,723

Actual savings to date \$ 10,971,723
Actual versus planned savings variance to date \$ (724,935)
Actual versus planned savings - percent of savings 91.08%

Notes

1. Savings carried over from 2005 bond issue
2. Price date of 5/13/2008
3. Fixed swap rate of 3.321% (\$54M) & 3.364% (\$36M) (70.5% of 1-month LIBOR)
4. Assumption that Roseville Electric VRDOs trade at 70.5% of LIBOR (no trading differential)
5. Conventional fixed rate estimated as of 5/13/2008 (arbitrage yield of 4.80%)



COUNCIL COMMUNICATION

CC #: 9803
File #: 0102-12

Title: Appointments - City Council Auxiliary Positions
Contact: Sonia Orozco 916-774-5269 sorozco@roseville.ca.us
Audrey Byrnes 916-774-5268 abyernes@roseville.ca.us

Meeting Date: 2/20/2019
Item #: 6.25.

RECOMMENDATION TO COUNCIL

Recommend City Council approve the appointment of city councilmembers to auxiliary positions, as designated in Exhibit A.

BACKGROUND

Membership on auxiliary agencies, boards, commissions, committees, and joint power authorities within Roseville and the Placer County and Sacramento County region is an essential function of City of Roseville elected officials. Meetings, workshops and forums are held throughout the region to discuss and act on issues of common interest seeking shared solutions. Regional cooperation and representation results in successful partnerships.

FISCAL IMPACT

Not applicable.

ECONOMIC DEVELOPMENT / JOBS CREATED

Not applicable.

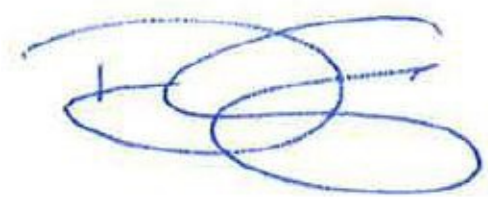
ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonably foreseeable indirect physical change in the environment (CEQA Guidelines 15061(b)(3)). Appointments to auxiliary positions does not include the potential for a significant environmental effect, and therefore is not subject to CEQA.

Respectfully Submitted,

Audrey Byrnes, Assistant City Clerk

Sonia Orozco, City Clerk



Dominick Casey, City Manager

ATTACHMENTS:

Description

Auxiliary Board Appointments

**2019-2020 Roseville City Council
Auxiliary Board Appointments**

	NAME	MEETINGS	MEMBERSHIP	interim 2019 reps	PROPOSED
1	Capitol Corridor JPA (sub of PCTPA)	Feb/April/June/Sept/Nov on 3rd Wednesday in AM monthly on 3rd Monday @ 3:00 - subject to change			PCTPA appointment
2	Chamber / Council		rotating council & cm		Allard/Bernasconi
3	City / County Border Committee	quarterly - date/time vary	m / bernasconi appointments	bernasconi & allard / alvord	Allard/Bernasconi
4	City Selection Committee	January as needed	m / bernasconi appointments	bernasconi & alvord	Allard/Bernasconi
5	Economic Development Advisory Committee	Jan/April/July/Oct on 4th Thursday @ 1:30	1 c & 1 alt	alvord / allard	Alvord-Bernasconi
6	Electric Risk Oversight Committee	fluidly 2-4 times per year March/June/Sept/Dec on 2nd Thursday @ 9:00	2 c & 1 alt	bernasconi & allard	Allard/Roccucci-Houdesheldt
7	Greater Sacramento Economic Council		m / cm	City Manager	Allard
8	Highway 65 JPA	annually in June	1 c & 1 alt	alvord / allard	Alvord-Houdesheldt
9	Law & Regulation Committee	monthly on 4th Wednesday @ 5:30 Sept or Oct annual conference + policy comm as appt	2 c @ 1 alt	bernasconi & allard	Allard/Houdesheldt-Bernasconi
10	League of California Cities		2 c = 1 voting & 1 alt	allard / alvord	Allard-Bernasconi->ALL
11	Local Agency Formation Commission	monthly on 2nd Wednesday @ 4:00	1 c	alvord	Alvord
12	Naming of Facilities / Park Naming	as needed	2 c & 1 alt	alvord & allard	Allard/Bernasconi-Roccucci
13	Northern California Power Agency	monthly on 4th Thursday at 9:30	2 c = 1 voting & 1 alt	allard & alvord	Allard-Roccucci
14	PC Air Pollution Control District	even months on 2nd Thursday at 2:30	1 c & 1 alt	alvord / allard	Alvord-Houdesheldt
15	PC Economic Development Board	fluidly in Jan/April/June/Sept @ 11:30	1 c & 1 alt	alvord / allard	Alvord-Bernasconi
16	PC Flood Control & Water Conservation	monthly on 2nd Monday @ 4:00	1 c & 1 alt m / bernasconi	alvord / bernasconi	Roccucci-Alvord
17	PC Indian Gaming Benefit Comm	as needed	appointments	bernasconi & alvord	Allard/Bernasconi
18	PC Remote Access Network Advisory	as needed	m / bernasconi appointments	bernasconi / allard	Allard/Bernasconi
19	PC Transportation Planning Agency	monthly on 4th Wednesday @ 9:00	1 c & 1 alt	allard / bernasconi	Allard-Houdesheldt
20	PC Water Agency - Roseville Water Comm	fluidly in Jan/April/July/Oct @ 9:30	2 c & 1 alt	alvord & bernasconi	Houdesheldt/Roccucci-Alvord
21	Regional Water Authority	odd months on 2nd Thursday @ 9:00	1 c & 1 alt	alvord / bernasconi	Houdesheldt-Roccucci
22	Roseville Coalition of Neighborhoods / Council & CM	as needed	rotating council & cm		Houdesheldt-Allard
23	Roseville Police Activities League	monthly on 1st Tuesday at 12:00	1 c & 1 alt	alvord / allard	Houdesheldt-Alvord
24	SACOG Retreat SACOG SUB - Government Relations & Public Affairs	monthly on 3rd Thursday @ 9:30 February or March or April monthly on 1st or 2nd Monday @ 10:00	1 c & 1 alt	allard / alvord	Allard-Bernasconi
	SACOG SUB - Transportation SACOG SUB - Land Use & Natural Resources	monthly on 1st Thursday @ 10:00 monthly on 1st Thursday @ 1:30			Allard-Bernasconi
25	School Districts / City of Roseville	as needed	rotating council & cm m / bernasconi		Houdesheldt/Roccucci
26	South Placer Cities 2x2x2	mutually agreed basis	appointments	bernasconi & allard	Allard/Bernasconi
27	South Placer Regional Transp Authority	monthly on 4th Wednesday as needed January /June as needed on last Thursday @ 9:30	1 c & 1 alt	allard / alvord	Allard-Houdesheldt
28	South Placer Wastewater Authority		2 c & 1 alt	allard & alvord /	Houdesheldt/Roccucci-Alvord
29	Sun City / City of Roseville	mutually agreed basis	rotating council & cm		Allard/Bernasconi-Houdesheldt
30	Union Pacific / City of Roseville	Jan/April/July/Oct on 4th Thursday @ 1:30	2 c & 1 alt	bernasconi & allard	Bernasconi/Roccucci-Alvord
31	Western Placer Waste Management	monthly on 2nd Thursday @ 6:00	1 c & 1 alt	allard / bernasconi	Allard-Bernasconi
					/ = lead/voting , - = alternate



COUNCIL COMMUNICATION

CC #: 9774
File #: 0103-28

Title: Appointments - Charter Review Commission
Contact: Sonia Orozco 916-774-5269 sorozco@roseville.ca.us

Meeting Date: 2/20/2019
Item #: 7.1.

RECOMMENDATION TO COUNCIL

Request City Council appoint nine members to the Charter Review Commission.

BACKGROUND

The municipal government of the City of Roseville is provided through a Charter authorized by Article 11, §3(a) of the California Constitution. The Charter is a vital document which establishes a degree of autonomy to local governments. The Charter addresses important aspects of Roseville's authority, but in practice, it is not a static document.

The original Charter of the City of Roseville was adopted by the voters on April 1, 1935 and certified by the California Secretary of State on May 2, 1935. Modifications to the original document have been approved by the voters on several occasions, with the last major amendment occurring during the 2010 General Election. Although not required by state law, the City of Roseville has historically reviewed and amended the Charter every ten years.

Commission Selection and Composition

Nine members will be selected and terms of office will be from February 20, 2019 to November 3, 2020.

Fourteen applications were submitted from the following individuals:

- Rita Brohman
- Samuel Cannon
- Peter Constant
- Kristine Dohner
- Jack Duran
- Paul Frank
- LaMills Garrett
- Martin Keck
- Kimberly Lahodny
- Susan Rohan
- Robert Sanchez
- Connie Spade

- John Speight
- James Viele

Commission Tasks and Staffing

The purpose of the Charter Review Commission is to review the Charter and make recommendations for amendments to the City Council for approval and submission to the voters for ratification. The City Clerk Department and City Attorney's Office will take the lead in developing the work plan, serving as the staff liaisons, and will coordinate staff assistance to the Commission including the preparation of required materials such as agendas and minutes, as well as providing best practices and research on relevant topics.

Staff will assist the Commission in soliciting input on potential Charter amendments through a variety of methods such as community meetings and soliciting direct input from other advisory boards and commissions. The meetings will be open to the public and held pursuant to the Brown Act.

Tentative Timeline for Charter Review Commission

- Organizational meeting and selection of Chair and Vice-Chair/Establish Rules of Procedures: March 18, 2019
- Monthly meetings commencing April 15, 2019 - third Monday of every month thereafter from 5:30 - 7:30 p.m.
- Complete report within one year of first meeting: March 16, 2020
- Hold two Public Forums on report and recommendations: March 30, 2020 and April 6, 2020
- Present report and proposed amendments to City Council: June 3, 2020
- Adopt resolutions calling for placement on ballot: June 3, 2020
- Argument and rebuttal period for measures: August 7 to August 17, 2020
- Voters consider amendments at election: November 3, 2020

Conclusion of Review

The Commission shall terminate and disband following the November 3, 2020 election.

FISCAL IMPACT

Cost estimates for the Charter Review Commission will be approximately \$5,000 for copying, supplies and materials. Funds are included in the City Clerk and City Attorney budgets. Indirect expenses associated with the Charter Review process include the cost of staff time to assist the Commission in conducting research and preparation of requested documents. Indirect costs associated for staffing will be absorbed in each respective department's budget. Cost estimates are based on the assumption the Commission will meet once a month for a twelve month period.

ECONOMIC DEVELOPMENT / JOBS CREATED

Not applicable.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonable foreseeable indirect physical change in the environment (CEQA

Guidelines §15061(b)(3). The appointment of members to the Charter Review Commission does not include the potential for a significant environmental effect, and therefore is not subject to CEQA.

Respectfully Submitted,

Sonia Orozco, City Clerk



Dominick Casey, City Manager

ATTACHMENTS:

Description

Meeting Schedule and Pertinent Dates for 2020 Charter Review Commission

**City of Roseville Charter Review Commission
Meeting Schedule and Pertinent Dates
Reference Guide for 2020 General Election
Charter Amendments**

Council Communication on agenda for Council to authorize formation of Charter Review Commission	December 19, 2018
Recruitment Period for Membership	January 7 – 25, 2019
Council Communication on agenda for Council to appointment members	February 20, 2019
Organizational Meeting – Selection of Chair/Vice-Chair, Establish Rules of Procedures	March 18, 2019
Monthly Meetings: 5:30 p.m. to 7:30 p.m. Civic Center Meeting Rooms 1 & 2	April 15, 2019 May 20, 2019 June 17, 2019 July 15, 2019 August 19, 2019 September 16, 2019 October 21, 2019 November 18, 2019 December 16, 2019 January 27, 2020 February 18, 2020
Complete Report within one year of first meeting	March 16, 2020
Hold Two Public Forums on report and recommendations	March 30, 2020 and April 6, 2020
Present Report for final ratification by Charter Commission after Public Forums	April 15, 2020
Council Communication on agenda to adopt Resolution Calling for Election and Placement of Amendments and any amendments presented by City Council	June 3, 2020
Council Communication on agenda to consolidate election with Placer County – (Charter and other ballot measures and City Council candidates) with ballot text	June 3, 2020
Impartial Analysis of Measures due. Tax rate statement due if applicable to measure	June 18, 2020
Last Day Resolution and Boundary maps can be presented to Placer County Elections Division to guarantee placement of measures on ballot	June 30, 2020 (E-125)
Resolution on Board of Supervisors agenda for approval of consolidated election/measure placement/candidates	July 28, 2020 (E-98)
Last day to file arguments for and against measures	August 7, 2020 (E-88)
Last day to file rebuttal arguments for and against measures	August 17, 2020 (E-78)
First day sample ballots may be mailed to voters	September 24, 2020 (E-40)
Election Day	November 3, 2020

This calendar will remain in draft form until the Secretary of State's Office publishes its election calendar (completion anticipated in late February, 2020)

Charter Review Commission Study Dates for 2020 Ballot

Organizational		Introductions, Election of Chair Vice-Chair, Rules of Procedures	}	March 18, 2019
Article	1. 2.	Incorporation, Succession & Powers Plan of Government	}	April 15, 2019
Article	3. 4.	Provisions Regarding Officers and Employees Procedure of the City Council	}	May 20, 2019
Article	5. 6.	Legislation Elections	}	June 17, 2019
Article	7.	Fiscal Administration	}	July 15, 2019
Article	8. 9.	Personnel Administration Franchises	}	August 19, 2019
Article	10.	Municipally Owned Utilities	}	September 16, 2019
Article	11. 12.	Reserved Miscellaneous	}	October 21, 2019
Remaining	A.	*Items Brought Forth by Community Members, Staff or Others	}	November 18, 2019
Review	B.	Staff to Present Report to Committee for Review	}	December 16, 2019 January 27, 2020
Completion	C.	Report Completion	}	March 16, 2020
Public	D.	Hold Two Public Forums for Input	}	March 30, 2020 April 6, 2020
Council	E.	Presentation to Council	}	June 3, 2020
Election Day				November 3, 2020

*Items can be recommended from the public at any meeting.



COUNCIL COMMUNICATION

CC #: 9775
File #: 0103-22

Title: Appointments - Local Sales Tax Citizens' Oversight Committee
Contact: Sonia Orozco 916-774-5269 sorozco@roseville.ca.us

Meeting Date: 2/20/2019
Item #: 7.2.

RECOMMENDATION TO COUNCIL

Request City Council appoint five members to the Local Sales Tax Citizen's Oversight Committee.

BACKGROUND

Due to the passage of the general half-cent Transactions and Use Tax known as "Measure B - Protecting Roseville's Public Safety, Roads and Essentials Services, a Local Sales Tax Oversight Committee must be established to review the revenue and expenditures of funds from the tax adopted by the voters on November 6, 2018.

The Local Sales Tax Oversight Committee will be charged with the annual review and report to the City Council on the revenue and expenditures of the Transactions and Use Tax.

City staff has prepared a Committee Charter dated November 21, 2018 which outlines the committee members' terms and qualifications and sets forth the duties and scope of the committee. The committee shall consist of five members appointed by the City Council. Each member shall serve a four year term; provided, however, that upon formation of the committee two members shall initially each be limited to a two year term so that the terms become staggered. No member may serve more than two consecutive terms. A committee member may continue to serve after expiration of term until such time a successor is appointed by the City Council. Committee membership is voluntary, and not otherwise entitled to compensation or expense reimbursement.

All members shall be residents of the City of Roseville. The following qualifications are preferred, as reasonably practicable, for committee candidates:

- Knowledge of municipal finance, taxation, budgeting, and/or accounting
- Knowledge of municipal or governmental services operations
- Knowledge of the business and/or residential community

The committee shall meet two to three times per year, or as determined by the City Manager. Committee meetings shall generally take place during the January to March timeframe, so that

updated information may be provided by City staff and before the proposed budget begins to take shape. Meetings may be conducted at the Roseville Civic Center, Maidu Community Center, or Riley Library, as determined by City staff.

Specific Duties of the Committee:

Annually, review revenue receipts and expenditures of the Transactions and Use Tax.

- Annually, review status of programs and services, funded wholly or partially with proceeds from the Transactions and Use Tax.
- Annually, prepare and present an independent report to the City Council regarding the revenue and expenditures of the Transactions and Use Tax.
- It shall not be within the purview of the committee to direct staff or to recommend any particular contracts, projects, services, or service levels. These matters remain solely under the authority of the City Council, City Manager, and professional staff.

Committee Selection

Twelve applications were submitted from the following individuals:

- Brandon Baldwin
- Richard Debono
- Richard Duffy
- John Ellison
- Gerald Florkowski
- Paul Frank
- Debra Jackson
- Kathryn Kitchell
- Meghan Krafka
- John Raniseski
- Julie Reyes
- Greg Sheppard

FISCAL IMPACT

Indirect expenses associated with the Local Sales Tax Oversight Committee include the cost of staff time to assist the Committee and to prepare necessary documents. Indirect costs associated for staffing will be absorbed in the Chief Financial Officer and City Manager's budget.

ECONOMIC DEVELOPMENT / JOBS CREATED

Not applicable.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonable foreseeable indirect physical change in the environment (CEQA Guidelines §15061(b)(3)). Appointments to the Local Sales Tax Oversight Committee do not include the potential for a significant environmental effect, and therefore are not subject to CEQA.

Respectfully Submitted,

Sonia Orozco, City Clerk



Dominick Casey, City Manager

ATTACHMENTS:

Description

Local Sales Tax Oversight Committee Charter

**CITY OF ROSEVILLE
LOCAL SALES TAX
CITIZENS' OVERSIGHT COMMITTEE CHARTER**

Transactions and Use Tax: At the general election of Year 2018 the electors of the City of Roseville approved Measure B, a general tax, adding Chapter 4.22, Transactions and Use Tax, to the Roseville Municipal Code. Roseville Municipal Code Section 4.22.150 requires the City Council to establish a "Citizens' Oversight Committee" (hereinafter, "Local Sales Tax Oversight Committee" or "committee").

Authority and Responsibility: The Local Sales Tax Oversight Committee is charged with the annual review and report to the City Council on the revenue and expenditures of the Transactions and Use Tax.

Membership: The committee shall consist of five members appointed by the City Council. Each member shall serve a four year term; provided, however, that upon formation of the committee two members shall initially each be limited to a two year term so that the terms become staggered. No member may serve more than two consecutive terms. A committee member may continue to serve after expiration of term until such time a successor is appointed by the City Council. Committee membership is voluntary, and not otherwise entitled to compensation or expense reimbursement.

Member Qualifications: All members shall be residents of the City of Roseville. The following qualifications are preferred, as reasonably practicable, for committee candidates:

- Knowledge of municipal finance, taxation, budgeting, and/or accounting
- Knowledge of municipal or governmental services operations
- Knowledge of the business and/or residential community

Appointment Process: The City Council will appoint members to the committee based on application and interview process, and applicants shall submit a Form 700 statement of economic interests. Appointed members shall annually file a Form 700 statement of economic interests, and comply with any training requirements as may be determined by the City Clerk or City Attorney.

Vacancies: In the event of a vacancy on the committee, other than vacancies caused by the expiration of terms of members, the city council shall appoint a person to fill the unexpired term. Such an appointment to fill an unexpired term shall not be considered as one of the two-term limit.

City Staff Liaisons: Finance Director and City Manager, or their designees.

Frequency, Timing, and Location of Meetings: The committee shall meet two to three times per year, or as determined by the City Manager. Committee meetings shall

generally take place during the January to March timeframe, so that updated information may be provided by City staff and before the proposed budget begins to take shape. Meetings may be conducted at the Roseville Civic Center, Maidu Community Center, or Riley Library, as determined by City staff.

Open Meetings: The committee and its members are subject to the Brown Act open meeting laws. City staff will manage public meeting noticing, and preparation of meeting agendas and associated informational materials.

Chair and Vice Chair: Each January, or as soon thereafter as is practicable, the committee shall select from its members a Chair and Vice Chair.

Specific Duties of the Committee:

- Annually, review revenue receipts and expenditures of the Transactions and Use Tax.
- Annually, review status of programs and services, funded wholly or partially with proceeds from the Transactions and Use Tax.
- Annually, prepare and present an independent report to the City Council regarding the revenue and expenditures of the Transactions and Use Tax.
- It shall not be within the purview of the committee to direct staff or to recommend any particular contracts, projects, services, or service levels. These matters remain solely under the authority of the City Council, City Manager, and professional staff.



COUNCIL COMMUNICATION

CC #: 9776

File #: 0103 & 0103-12-03

Title: Appointments - Senior Commission
Contact: Ryan Carroll 916-774-5265 rcarroll@roseville.ca.us

Meeting Date: 2/20/2019

Item #: 7.3.

RECOMMENDATION TO COUNCIL

Appoint (2) two individuals to the Senior Commission with a term ending December 31, 2022 from the following (2) two individuals who submitted an application for consideration: Tania Rain, and Nicole Zamora.

BACKGROUND

There are currently (3) three vacancies on the Senior Commission. Gary Egan resigned creating an unscheduled vacancy, Marlene Cristanelli reached the two consecutive terms limit, and Cyndee Reed did not reapply.

FISCAL IMPACT

Not applicable.

ECONOMIC DEVELOPMENT / JOBS CREATED

Not applicable.

ENVIRONMENTAL REVIEW

The California Environmental Quality Act (CEQA) does not apply to activities that will not result in a direct or reasonable foreseeable indirect physical change in the environment (CEQA Guidelines §15061(b)(3)). The appointment of members does not include the potential for a significant environmental effect, and therefore is not subject to CEQA.

Respectfully Submitted,

Ryan Carroll, Deputy City Clerk

Sonia Orozco, City Clerk



Dominick Casey, City Manager



COUNCIL COMMUNICATION

CC #: 9801
File #: 0600-01

Title: Chief Financial Officer Salary Range Reduction
Contact: Stacey Peterson 916-774-5374 slpeterson@roseville.ca.us

Meeting Date: 2/20/2019
Item #: 8.1.

RECOMMENDATION TO COUNCIL

On December 5, 2018, staff recommended a 21.43% salary reduction for the Chief Financial Officer salary range and Council approved this recommendation through the consent calendar. To comply with Government Code 54953 (c)(3), which requires that there be an oral report and final action taken by Council during the open meeting, staff has brought this item back to present a report on the item and recommends that Council take the following action:

Adopt the ordinance to approve the attached Management A & B salary schedules (Appendix X) reflecting the reduction of the Chief Financial Officer salary range (1245, B723), effective January 5, 2019.

BACKGROUND

Staff determined that the Council approval of the reduced Chief Financial Officer salary range did not comply with Government Code 54953 (c)(3), which requires that there be an oral report and final action taken by Council during the open meeting, as the item was approved on the consent calendar at the December 5, 2018, Council meeting. As such, staff is returning with the salary ordinance to request retroactive approval.

Specifically, the December 5, 2018, report recommended two (2) new allocations, the deletion of two (2) allocations, and involved a recommendation for the Chief Financial Officer salary range to be reduced by 21.43% due to a reorganization of duties. The following is the background explanation from the December 5, 2018, staff report:

City Manager's Office:

With the retirement of the City's Chief Financial Officer (CFO) at the end of the year, the City Manager reorganized duties to better meet the changing needs of executive staff. The reorganization of duties deleted the current CFO position and created a new Assistant City Manager position who will assume the oversight of the administrative support departments (Information Technology, Human Resources, Finance and the City Clerk). The CFO treasury, debt financing, and portfolio investment duties were transitioned in full to the current Finance Director. The current Finance Director position and incumbent transitioned to the new Chief

Financial Officer position, effective January 5, 2019, and will continue to oversee the Finance Department.

From	New Position	Current Salary & Benefits	Proposed Salary & Benefits	Annual Impact
Chief Financial Officer	Assistant City Manager	\$379,950	\$313,956	(\$65,994)
Finance Director	Chief Financial Officer (new job description)	\$284,318	\$298,534	\$14,216
Total Savings				(\$51,778)

FISCAL IMPACT

The total fiscal impact to the General Fund is a cost savings of \$51,778.

ECONOMIC DEVELOPMENT / JOBS CREATED

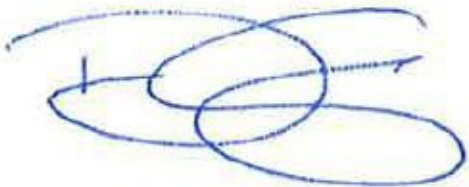
No new jobs was created by this action.

ENVIRONMENTAL REVIEW

Staffing changes are not considered a “project” as defined by the California Environmental Quality Act (CEQA) (CEQA Guidelines 15378). Consequently no CEQA action is required.

Respectfully Submitted,

Stacey Peterson, Human Resources Director



Dominick Casey, City Manager

ATTACHMENTS:

Description

Ordinance No. 6031

Salary Schedule Management A

Salary Schedule Management B

ORDINANCE NO. 6031

ORDINANCE OF THE COUNCIL OF THE CITY OF ROSEVILLE AMENDING
ORDINANCE NO. 6028, THE SALARY ORDINANCE FOR MANAGEMENT EMPLOYEES,
AS AMENDED BY APPENDIX "X" TO BE EFFECTIVE
JANUARY 5, 2019, AS AN URGENCY MEASURE

THE CITY OF ROSEVILLE ORDAINS:

SECTION 1. Title and Purpose.

Ordinance No. 6028, the Salary Ordinance for Management Employees, is hereby amended as shown on Appendix "X" for salary schedules A and B attached hereto.

DELETION OF CLASSIFICATION:

<u>Classification No.</u>	<u>Position Title</u>	<u>Salary Range</u>
3301/B763	Finance Director	9170

SECTION 2. Salary Plan Effective Date.

This Ordinance shall be effective January 5, 2019 as an urgency measure.

SECTION 3. Urgency Ordinance.

This ordinance is hereby declared to be an urgency measure, immediately necessary for the public peace, health and safety and shall take effect January 5, 2019. A statement of urgency is as follows:

It is necessary to amend the Salary Ordinance to comply with recently approved changes for the orderly and necessary continuance of operations of the City.

SECTION 4. Posting.

The City Clerk is hereby authorized and directed to post a true copy of the foregoing ordinance in each of three (3) conspicuous locations in the City and she shall immediately after such posting enter in the Ordinance Book under the record of the ordinance a certificate under her hand stating the time and place of said publication by posting.

PASSED AND ADOPTED by the Council of the City of Roseville this 5th day of December, 2018, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:



MAYOR

ATTEST:



City Clerk

PASSED AND RE-ADOPTED by the Council of the City of Roseville this 20th day of February, 2019, by the following vote on roll call:

AYES COUNCILMEMBERS:

NOES COUNCILMEMBERS:

ABSENT COUNCILMEMBERS:

MAYOR

ATTEST:

City Clerk

CITY OF ROSEVILLE

SALARY SCHEDULE A

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
0043	ACCOUNTING SUPERVISOR					
		STEP A	42.3057	3,384.45	7,332.98	87,995.85
		STEP B	44.4210	3,553.68	7,699.64	92,395.68
		STEP C	46.6420	3,731.36	8,084.61	97,015.36
		STEP D	48.9741	3,917.92	8,488.84	101,866.12
		STEP E	51.4229	4,113.83	8,913.30	106,959.63
		STEP F	53.9940	4,319.52	9,358.96	112,307.52
		STEP G	56.6937	4,535.49	9,826.90	117,922.89
9427	ACCOUNTS PAYABLE SUPERVISOR					
		STEP A	40.0089	3,200.71	6,934.87	83,218.51
		STEP B	42.0094	3,360.75	7,281.62	87,379.55
		STEP C	44.1098	3,528.78	7,645.69	91,748.38
		STEP D	46.3153	3,705.22	8,027.98	96,335.82
		STEP E	48.6310	3,890.48	8,429.37	101,152.48
		STEP F	51.0626	4,085.00	8,850.85	106,210.20
		STEP G	53.6158	4,289.26	9,293.40	111,520.86
0045	ADMIN ANALYST I					
		STEP A	33.9261	2,714.08	5,880.52	70,566.28
		STEP B	35.6224	2,849.79	6,174.54	74,094.59
		STEP C	37.4034	2,992.27	6,483.25	77,799.07
		STEP D	39.2738	3,141.90	6,807.45	81,689.50
		STEP E	41.2374	3,298.99	7,147.81	85,773.79
		STEP F	43.2993	3,463.94	7,505.21	90,062.54
		STEP G	45.4643	3,637.14	7,880.47	94,565.74
0050	ADMIN ANALYST II					
		STEP A	37.3189	2,985.51	6,468.60	77,623.31
		STEP B	39.1848	3,134.78	6,792.03	81,504.38
		STEP C	41.1439	3,291.51	7,131.60	85,579.31
		STEP D	43.2012	3,456.09	7,488.20	89,858.49
		STEP E	45.3611	3,628.88	7,862.59	94,351.08
		STEP F	47.6293	3,810.34	8,255.74	99,068.94
		STEP G	50.0107	4,000.85	8,668.52	104,022.25
0086	ALTERNATIVE TRANSP ANALYST I					
		STEP A	34.4335	2,754.68	5,968.47	71,621.68
		STEP B	36.1553	2,892.42	6,266.91	75,203.02
		STEP C	37.9631	3,037.04	6,580.27	78,963.24
		STEP D	39.8612	3,188.89	6,909.27	82,911.29
		STEP E	41.8542	3,348.33	7,254.72	87,056.73
		STEP F	43.9469	3,515.75	7,617.46	91,409.55
		STEP G	46.1444	3,691.55	7,998.36	95,980.35

CITY OF ROSEVILLE

SALARY SCHEDULE A

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
0088	ALTERNATIVE TRANSP ANALYST II					
		STEP A	37.3189	2,985.51	6,468.60	77,623.31
		STEP B	39.1848	3,134.78	6,792.03	81,504.38
		STEP C	41.1439	3,291.51	7,131.60	85,579.31
		STEP D	43.2012	3,456.09	7,488.20	89,858.49
		STEP E	45.3611	3,628.88	7,862.59	94,351.08
		STEP F	47.6293	3,810.34	8,255.74	99,068.94
		STEP G	50.0107	4,000.85	8,668.52	104,022.25
0090	ALTERNATIVE TRANSP MGR					
		STEP A	50.7532	4,060.25	8,797.22	105,566.65
		STEP B	53.2909	4,263.27	9,237.08	110,845.07
		STEP C	55.9555	4,476.44	9,698.95	116,387.44
		STEP D	58.7532	4,700.25	10,183.88	122,206.65
		STEP E	61.6909	4,935.27	10,693.08	128,317.07
		STEP F	64.7754	5,182.03	11,227.73	134,732.83
		STEP G	68.0142	5,441.13	11,789.12	141,469.53
1505	AMI PROJECT MANAGER					
		STEP A	49.2678	3,941.42	8,539.75	102,477.02
		STEP B	51.7313	4,138.50	8,966.75	107,601.10
		STEP C	54.3180	4,345.44	9,415.12	112,981.44
		STEP D	57.0337	4,562.69	9,885.84	118,630.09
		STEP E	59.8854	4,790.83	10,380.13	124,561.63
		STEP F	62.8797	5,030.37	10,899.14	130,789.77
		STEP G	66.0237	5,281.89	11,444.10	137,329.29
0245	ASST CITY ATTORNEY					
		STEP A	74.8557	5,988.45	12,974.98	155,699.85
		STEP B	78.5985	6,287.88	13,623.74	163,484.88
		STEP C	82.5284	6,602.27	14,304.92	171,659.07
		STEP D	86.6548	6,932.38	15,020.16	180,241.98
		STEP E	90.9876	7,279.00	15,771.18	189,254.20
		STEP F	95.5370	7,642.96	16,559.74	198,716.96
		STEP G	100.3138	8,025.10	17,387.72	208,652.70
0250	ASST CITY CLERK					
		STEP A	36.4809	2,918.47	6,323.35	75,880.27
		STEP B	38.3049	3,064.39	6,639.51	79,674.19
		STEP C	40.2202	3,217.61	6,971.50	83,658.01
		STEP D	42.2312	3,378.49	7,320.07	87,840.89
		STEP E	44.3428	3,547.42	7,686.08	92,233.02
		STEP F	46.5599	3,724.79	8,070.38	96,844.59
		STEP G	48.8879	3,911.03	8,473.90	101,686.83

CITY OF ROSEVILLE

SALARY SCHEDULE A

Appendix: X
Percentage:1.000

Effective 01/05/2019

MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
0325	ASST CITY MANAGER					
		STEP A	75.5630	6,045.04	13,097.58	157,171.04
		STEP B	79.3411	6,347.28	13,752.45	165,029.48
		STEP C	83.3082	6,664.65	14,440.08	173,281.05
		STEP D	87.4737	6,997.89	15,162.10	181,945.29
		STEP E	91.8473	7,347.78	15,920.19	191,042.38
		STEP F	96.4397	7,715.17	16,716.21	200,594.57
		STEP G	101.2617	8,100.93	17,552.02	210,624.33
0395	ASST ELEC UTIL DIRECTOR					
		STEP A	79.2844	6,342.75	13,742.62	164,911.55
		STEP B	83.2487	6,659.89	14,429.77	173,157.29
		STEP C	87.4111	6,992.88	15,151.25	181,815.08
		STEP D	91.7815	7,342.52	15,908.79	190,905.52
		STEP E	96.3707	7,709.65	16,704.25	200,451.05
		STEP F	101.1892	8,095.13	17,539.46	210,473.53
		STEP G	106.2488	8,499.90	18,416.45	220,997.50
0411	ASST EU DIRECTOR					
		STEP A	63.3944	5,071.55	10,988.36	131,860.35
		STEP B	66.5640	5,325.12	11,537.76	138,453.12
		STEP C	69.8922	5,591.37	12,114.64	145,375.77
		STEP D	73.3868	5,870.94	12,720.37	152,644.54
		STEP E	77.0562	6,164.49	13,356.40	160,276.89
		STEP F	80.9090	6,472.72	14,024.22	168,290.72
		STEP G	84.9544	6,796.35	14,725.42	176,705.15
0480	ASST FIRE CHIEF					
		STEP A	62.4844	4,998.75	10,830.62	129,967.55
		STEP B	65.6085	5,248.68	11,372.14	136,465.68
		STEP C	68.8891	5,511.12	11,940.77	143,289.32
		STEP D	72.3335	5,786.68	12,537.80	150,453.68
		STEP E	75.9501	6,076.00	13,164.68	157,976.20
		STEP F	79.7476	6,379.80	13,822.91	165,875.00
		STEP G	83.7351	6,698.80	14,514.08	174,169.00
0484	ASST HUMAN RESOURCES DIRECTOR					
		STEP A	51.2305	4,098.44	8,879.95	106,559.44
		STEP B	53.7917	4,303.33	9,323.89	111,886.73
		STEP C	56.4817	4,518.53	9,790.16	117,481.93
		STEP D	59.3058	4,744.46	10,279.67	123,356.06
		STEP E	62.2711	4,981.68	10,793.65	129,523.88
		STEP F	65.3847	5,230.77	11,333.34	136,000.17
		STEP G	68.6539	5,492.31	11,900.00	142,800.11

CITY OF ROSEVILLE

SALARY SCHEDULE A

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
0510	ASST POLICE CHIEF					
		STEP A	69.3658	5,549.26	12,023.40	144,280.86
		STEP B	72.8341	5,826.72	12,624.57	151,494.92
		STEP C	76.4758	6,118.06	13,255.80	159,069.66
		STEP D	80.2996	6,423.96	13,918.59	167,023.16
		STEP E	84.3146	6,745.16	14,614.53	175,374.36
		STEP F	88.5303	7,082.42	15,345.25	184,143.02
		STEP G	92.9568	7,436.54	16,112.51	193,350.14
0920	BILLING SERVICES MANAGER					
		STEP A	46.4600	3,716.80	8,053.06	96,636.80
		STEP B	48.7830	3,902.64	8,455.72	101,468.64
		STEP C	51.2222	4,097.77	8,878.51	106,542.17
		STEP D	53.7833	4,302.66	9,322.43	111,869.26
		STEP E	56.4725	4,517.80	9,788.56	117,462.80
		STEP F	59.2961	4,743.68	10,277.99	123,335.88
		STEP G	62.2609	4,980.87	10,791.88	129,502.67
1017	BLDG INSPECTION SUPERVISOR					
		STEP A	41.1373	3,290.98	7,130.46	85,565.58
		STEP B	43.1942	3,455.53	7,486.99	89,843.93
		STEP C	45.3539	3,628.31	7,861.34	94,336.11
		STEP D	47.6215	3,809.72	8,254.39	99,052.72
		STEP E	50.0027	4,000.21	8,667.13	104,005.61
		STEP F	52.5029	4,200.23	9,100.50	109,206.03
		STEP G	55.1279	4,410.23	9,555.50	114,666.03
1043	BLDG OFFICIAL					
		STEP A	51.5014	4,120.11	8,926.90	107,122.91
		STEP B	54.0765	4,326.12	9,373.26	112,479.12
		STEP C	56.7803	4,542.42	9,841.91	118,103.02
		STEP D	59.6193	4,769.54	10,334.01	124,008.14
		STEP E	62.6003	5,008.02	10,850.71	130,208.62
		STEP F	65.7303	5,258.42	11,393.25	136,719.02
		STEP G	69.0168	5,521.34	11,962.91	143,554.94
0910	BUDGET ANALYST I					
		STEP A	35.1221	2,809.76	6,087.83	73,053.96
		STEP B	36.8780	2,950.24	6,392.18	76,706.24
		STEP C	38.7221	3,097.76	6,711.83	80,541.96
		STEP D	40.6582	3,252.65	7,047.42	84,569.05
		STEP E	42.6912	3,415.29	7,399.80	88,797.69
		STEP F	44.8255	3,586.04	7,769.75	93,237.04
		STEP G	47.0669	3,765.35	8,158.26	97,899.15

CITY OF ROSEVILLE

SALARY SCHEDULE A

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
0915	BUDGET ANALYST II					
		STEP A	38.0646	3,045.16	6,597.86	79,174.36
		STEP B	39.9677	3,197.41	6,927.73	83,132.81
		STEP C	41.9663	3,357.30	7,274.15	87,289.90
		STEP D	44.0645	3,525.16	7,637.84	91,654.16
		STEP E	46.2677	3,701.41	8,019.73	96,236.81
		STEP F	48.5812	3,886.49	8,420.74	101,048.89
		STEP G	51.0102	4,080.81	8,841.76	106,101.21
0930	BUDGET MANAGER					
		STEP A	46.4600	3,716.80	8,053.06	96,636.80
		STEP B	48.7830	3,902.64	8,455.72	101,468.64
		STEP C	51.2222	4,097.77	8,878.51	106,542.17
		STEP D	53.7833	4,302.66	9,322.43	111,869.26
		STEP E	56.4725	4,517.80	9,788.56	117,462.80
		STEP F	59.2961	4,743.68	10,277.99	123,335.88
		STEP G	62.2609	4,980.87	10,791.88	129,502.67
1245	CHIEF FINANCIAL OFFICER					
		STEP A	71.8515	5,748.12	12,454.26	149,451.12
		STEP B	75.4441	6,035.52	13,076.97	156,923.72
		STEP C	79.2163	6,337.30	13,730.82	164,769.90
		STEP D	83.1771	6,654.16	14,417.36	173,008.36
		STEP E	87.3360	6,986.88	15,138.24	181,658.88
		STEP F	91.7028	7,336.22	15,895.15	190,741.82
		STEP G	96.2879	7,703.03	16,689.90	200,278.83
1180	CHIEF INFORMATION OFFICER					
		STEP A	62.2090	4,976.72	10,782.89	129,394.72
		STEP B	65.3196	5,225.56	11,322.06	135,864.76
		STEP C	68.5855	5,486.84	11,888.15	142,657.84
		STEP D	72.0148	5,761.18	12,482.56	149,790.78
		STEP E	75.6156	6,049.24	13,106.70	157,280.44
		STEP F	79.3964	6,351.71	13,762.04	165,144.51
		STEP G	83.3662	6,669.29	14,450.14	173,401.69
1220	CITY CLERK					
		STEP A	56.6292	4,530.33	9,815.72	117,788.73
		STEP B	59.4607	4,756.85	10,306.52	123,678.25
		STEP C	62.4338	4,994.70	10,821.85	129,862.30
		STEP D	65.5555	5,244.44	11,362.95	136,355.44
		STEP E	68.8333	5,506.66	11,931.10	143,173.26
		STEP F	72.2751	5,782.00	12,527.68	150,332.20
		STEP G	75.8886	6,071.08	13,154.02	157,848.28

CITY OF ROSEVILLE

SALARY SCHEDULE A

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Effective 01/05/2019

MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
1224	CITY LIBRARIAN					
		STEP A	51.0108	4,080.86	8,841.87	106,102.46
		STEP B	53.5613	4,284.90	9,283.95	111,407.50
		STEP C	56.2392	4,499.13	9,748.12	116,977.53
		STEP D	59.0515	4,724.12	10,235.59	122,827.12
		STEP E	62.0038	4,960.30	10,747.32	128,967.90
		STEP F	65.1042	5,208.33	11,284.72	135,416.73
		STEP G	68.3594	5,468.75	11,848.96	142,187.55
1368	CODE ENFORCEMENT SUPERVISOR					
		STEP A	37.0629	2,965.03	6,424.23	77,090.83
		STEP B	38.9160	3,113.28	6,745.44	80,945.28
		STEP C	40.8618	3,268.94	7,082.71	84,992.54
		STEP D	42.9049	3,432.39	7,436.84	89,242.19
		STEP E	45.0502	3,604.01	7,808.70	93,704.41
		STEP F	47.3027	3,784.21	8,199.13	98,389.61
		STEP G	49.6678	3,973.42	8,609.08	103,309.02
1370	CONTROLLER					
		STEP A	48.7830	3,902.64	8,455.72	101,468.64
		STEP B	51.2222	4,097.77	8,878.51	106,542.17
		STEP C	53.7833	4,302.66	9,322.43	111,869.26
		STEP D	56.4724	4,517.79	9,788.54	117,462.59
		STEP E	59.2961	4,743.68	10,277.99	123,335.88
		STEP F	62.2609	4,980.87	10,791.88	129,502.67
		STEP G	65.3739	5,229.91	11,331.47	135,977.71
9541	DEPT GOVERNMT RELATIONS ADMSTR					
		STEP A	44.7823	3,582.58	7,762.26	93,147.18
		STEP B	47.0214	3,761.71	8,150.37	97,804.51
		STEP C	49.3724	3,949.79	8,557.88	102,694.59
		STEP D	51.8411	4,147.28	8,985.79	107,829.48
		STEP E	54.4331	4,354.64	9,435.07	113,220.84
		STEP F	57.1548	4,572.38	9,906.83	118,881.98
		STEP G	60.0125	4,801.00	10,402.16	124,826.00
1645	DEPT PUBLIC INFO OFFICER					
		STEP A	39.0878	3,127.02	6,775.21	81,302.62
		STEP B	41.0424	3,283.39	7,114.01	85,368.19
		STEP C	43.0941	3,447.52	7,469.64	89,635.72
		STEP D	45.2489	3,619.91	7,843.14	94,117.71
		STEP E	47.5115	3,800.92	8,235.32	98,823.92
		STEP F	49.8870	3,990.96	8,647.08	103,764.96
		STEP G	52.3817	4,190.53	9,079.49	108,953.93

CITY OF ROSEVILLE

SALARY SCHEDULE A

Appendix: X
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MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
1655	DEPUTY CITY ATTORNEY I					
		STEP A	53.7951	4,303.60	9,324.48	111,893.80
		STEP B	56.4848	4,518.78	9,790.69	117,488.38
		STEP C	59.3091	4,744.72	10,280.24	123,362.92
		STEP D	62.2745	4,981.96	10,794.24	129,530.96
		STEP E	65.3882	5,231.05	11,333.95	136,007.45
		STEP F	68.6577	5,492.61	11,900.66	142,808.01
		STEP G	72.0905	5,767.24	12,495.68	149,948.24
1658	DEPUTY CITY ATTORNEY II					
		STEP A	59.1746	4,733.96	10,256.93	123,083.16
		STEP B	62.1333	4,970.66	10,769.77	129,237.26
		STEP C	65.2400	5,219.20	11,308.26	135,699.20
		STEP D	68.5020	5,480.16	11,873.68	142,484.16
		STEP E	71.9271	5,754.16	12,467.36	149,608.36
		STEP F	75.5234	6,041.87	13,090.72	157,088.67
		STEP G	79.2996	6,343.96	13,745.26	164,943.16
1659	DEPUTY CITY MANAGER					
		STEP A	56.6293	4,530.34	9,815.74	117,788.94
		STEP B	59.4607	4,756.85	10,306.52	123,678.25
		STEP C	62.4338	4,994.70	10,821.85	129,862.30
		STEP D	65.5555	5,244.44	11,362.95	136,355.44
		STEP E	68.8334	5,506.67	11,931.12	143,173.47
		STEP F	72.2751	5,782.00	12,527.68	150,332.20
		STEP G	75.8887	6,071.09	13,154.04	157,848.49
1674	DEVELOPMENT ANALYST I					
		STEP A	33.9261	2,714.08	5,880.52	70,566.28
		STEP B	35.6224	2,849.79	6,174.54	74,094.59
		STEP C	37.4034	2,992.27	6,483.25	77,799.07
		STEP D	39.2738	3,141.90	6,807.45	81,689.50
		STEP E	41.2374	3,298.99	7,147.81	85,773.79
		STEP F	43.2993	3,463.94	7,505.21	90,062.54
		STEP G	45.4643	3,637.14	7,880.47	94,565.74
1675	DEVELOPMENT ANALYST II					
		STEP A	37.3189	2,985.51	6,468.60	77,623.31
		STEP B	39.1848	3,134.78	6,792.03	81,504.38
		STEP C	41.1439	3,291.51	7,131.60	85,579.31
		STEP D	43.2012	3,456.09	7,488.20	89,858.49
		STEP E	45.3611	3,628.88	7,862.59	94,351.08
		STEP F	47.6293	3,810.34	8,255.74	99,068.94
		STEP G	50.0107	4,000.85	8,668.52	104,022.25

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SALARY SCHEDULE A

Appendix: X
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Effective 01/05/2019

MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
1676	DEVELOPMENT SERVICES DIRECTOR					
		STEP A	68.5341	5,482.72	11,879.24	142,550.92
		STEP B	71.9608	5,756.86	12,473.20	149,678.46
		STEP C	75.5587	6,044.69	13,096.84	157,162.09
		STEP D	79.3368	6,346.94	13,751.71	165,020.54
		STEP E	83.3036	6,664.28	14,439.29	173,271.48
		STEP F	87.4689	6,997.51	15,161.27	181,935.31
		STEP G	91.8424	7,347.39	15,919.34	191,032.19
1695	DEVELOPMENT SERVICES MANAGER					
		STEP A	56.6293	4,530.34	9,815.74	117,788.94
		STEP B	59.4607	4,756.85	10,306.52	123,678.25
		STEP C	62.4338	4,994.70	10,821.85	129,862.30
		STEP D	65.5555	5,244.44	11,362.95	136,355.44
		STEP E	68.8334	5,506.67	11,931.12	143,173.47
		STEP F	72.2751	5,782.00	12,527.68	150,332.20
		STEP G	75.8887	6,071.09	13,154.04	157,848.49
1280	DEVELOPMENT SVCS ADMINISTRATOR					
		STEP A	41.1373	3,290.98	7,130.46	85,565.58
		STEP B	43.1942	3,455.53	7,486.99	89,843.93
		STEP C	45.3539	3,628.31	7,861.34	94,336.11
		STEP D	47.6215	3,809.72	8,254.39	99,052.72
		STEP E	50.0027	4,000.21	8,667.13	104,005.61
		STEP F	52.5029	4,200.23	9,100.50	109,206.03
		STEP G	55.1279	4,410.23	9,555.50	114,666.03
1710	ECONOMIC DEVELOPMENT DIRECTOR					
		STEP A	65.9539	5,276.31	11,432.00	137,184.11
		STEP B	69.2518	5,540.14	12,003.64	144,043.74
		STEP C	72.7144	5,817.15	12,603.82	151,245.95
		STEP D	76.3500	6,108.00	13,234.00	158,808.00
		STEP E	80.1676	6,413.40	13,895.71	166,748.60
		STEP F	84.1760	6,734.08	14,590.50	175,086.08
		STEP G	88.3848	7,070.78	15,320.03	183,840.38
1711	ECONOMIC DEVELOPMENT SUPV					
		STEP A	44.3137	3,545.09	7,681.04	92,172.49
		STEP B	46.5294	3,722.35	8,065.09	96,781.15
		STEP C	48.8559	3,908.47	8,468.35	101,620.27
		STEP D	51.2987	4,103.89	8,891.77	106,701.29
		STEP E	53.8636	4,309.08	9,336.35	112,036.28
		STEP F	56.5568	4,524.54	9,803.17	117,638.14
		STEP G	59.3846	4,750.76	10,293.33	123,519.96

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SALARY SCHEDULE A

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MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
1310	ELECTRIC BUSINESS ANALYST I					
		STEP A	40.0932	3,207.45	6,949.48	83,393.85
		STEP B	42.0981	3,367.84	7,297.00	87,564.04
		STEP C	44.2028	3,536.22	7,661.81	91,941.82
		STEP D	46.4130	3,713.04	8,044.92	96,539.04
		STEP E	48.7336	3,898.68	8,447.15	101,365.88
		STEP F	51.1702	4,093.61	8,869.50	106,434.01
		STEP G	53.7287	4,298.29	9,312.97	111,755.69
1312	ELECTRIC BUSINESS ANALYST II					
		STEP A	44.1064	3,528.51	7,645.10	91,741.31
		STEP B	46.3119	3,704.95	8,027.39	96,328.75
		STEP C	48.6275	3,890.20	8,428.76	101,145.20
		STEP D	51.0588	4,084.70	8,850.19	106,202.30
		STEP E	53.6117	4,288.93	9,292.69	111,512.33
		STEP F	56.2924	4,503.39	9,757.34	117,088.19
		STEP G	59.1070	4,728.56	10,245.21	122,942.56
2335	ELECTRIC COMPLIANCE ANALYST					
		STEP A	45.9213	3,673.70	7,959.69	95,516.30
		STEP B	48.2173	3,857.38	8,357.66	100,291.98
		STEP C	50.6283	4,050.26	8,775.57	105,306.86
		STEP D	53.1597	4,252.77	9,214.34	110,572.17
		STEP E	55.8177	4,465.41	9,675.06	116,100.81
		STEP F	58.6085	4,688.68	10,158.80	121,905.68
		STEP G	61.5389	4,923.11	10,666.74	128,000.91
6285	ELECTRIC CUSTOMR PROGRAMS SUPV					
		STEP A	55.8630	4,469.04	9,682.92	116,195.04
		STEP B	58.6560	4,692.48	10,167.04	122,004.48
		STEP C	61.5888	4,927.10	10,675.39	128,104.70
		STEP D	64.6682	5,173.45	11,209.15	134,509.85
		STEP E	67.9017	5,432.13	11,769.62	141,235.53
		STEP F	71.2967	5,703.73	12,358.09	148,297.13
		STEP G	74.8616	5,988.92	12,976.01	155,712.12
2284	ELECTRIC ENGINEERING TECH SUPV					
		STEP A	48.8082	3,904.65	8,460.08	101,521.05
		STEP B	51.2485	4,099.88	8,883.07	106,596.88
		STEP C	53.8110	4,304.88	9,327.24	111,926.88
		STEP D	56.5016	4,520.12	9,793.61	117,523.32
		STEP E	59.3266	4,746.12	10,283.27	123,399.32
		STEP F	62.2929	4,983.43	10,797.43	129,569.23
		STEP G	65.4076	5,232.60	11,337.31	136,047.80

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MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
2338	ELECTRIC OPERATIONS MANAGER					
		STEP A	68.9362	5,514.89	11,948.94	143,387.29
		STEP B	72.3830	5,790.64	12,546.38	150,556.64
		STEP C	76.0021	6,080.16	13,173.69	158,084.36
		STEP D	79.8021	6,384.16	13,832.36	165,988.36
		STEP E	83.7923	6,703.38	14,524.00	174,287.98
		STEP F	87.9820	7,038.56	15,250.21	183,002.56
		STEP G	92.3811	7,390.48	16,012.72	192,152.68
2339	ELECTRIC OPERATIONS SUPERVISOR					
		STEP A	62.6703	5,013.62	10,862.85	130,354.22
		STEP B	65.8040	5,264.32	11,406.02	136,872.32
		STEP C	69.0940	5,527.52	11,976.29	143,715.52
		STEP D	72.5488	5,803.90	12,575.12	150,901.50
		STEP E	76.1763	6,094.10	13,203.89	158,446.70
		STEP F	79.9851	6,398.80	13,864.08	166,369.00
		STEP G	83.9841	6,718.72	14,557.24	174,686.92
2314	ELECTRIC RESOURCES ANALYST I					
		STEP A	48.9282	3,914.25	8,480.88	101,770.65
		STEP B	51.3746	4,109.96	8,904.93	106,859.16
		STEP C	53.9432	4,315.45	9,350.15	112,201.85
		STEP D	56.6406	4,531.24	9,817.70	117,812.44
		STEP E	59.4725	4,757.80	10,308.56	123,702.80
		STEP F	62.4461	4,995.68	10,823.99	129,887.88
		STEP G	65.5685	5,245.48	11,365.20	136,382.48
2316	ELECTRIC RESOURCES ANALYST II					
		STEP A	53.8257	4,306.05	9,329.78	111,957.45
		STEP B	56.5170	4,521.36	9,796.28	117,555.36
		STEP C	59.3428	4,747.42	10,286.08	123,433.02
		STEP D	62.3101	4,984.80	10,800.41	129,605.00
		STEP E	65.4256	5,234.04	11,340.43	136,085.24
		STEP F	68.6968	5,495.74	11,907.44	142,889.34
		STEP G	72.1315	5,770.52	12,502.79	150,033.52
2216	ELECTRIC RISK AND COMP SUPV					
		STEP A	58.1317	4,650.53	10,076.16	120,913.93
		STEP B	61.0383	4,883.06	10,579.97	126,959.66
		STEP C	64.0902	5,127.21	11,108.96	133,307.61
		STEP D	67.2947	5,383.57	11,664.41	139,972.97
		STEP E	70.6594	5,652.75	12,247.62	146,971.55
		STEP F	74.1924	5,935.39	12,860.01	154,320.19
		STEP G	77.9020	6,232.16	13,503.01	162,036.16

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MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
2352	ELECTRIC SAFETY COORDINATOR					
		STEP A	37.3188	2,985.50	6,468.59	77,623.10
		STEP B	39.1847	3,134.77	6,792.01	81,504.17
		STEP C	41.1438	3,291.50	7,131.59	85,579.10
		STEP D	43.2010	3,456.08	7,488.17	89,858.08
		STEP E	45.3610	3,628.88	7,862.57	94,350.88
		STEP F	47.6291	3,810.32	8,255.71	99,068.52
		STEP G	50.0107	4,000.85	8,668.52	104,022.25
2319	ELECTRIC SUBSTATION SUPERVISOR					
		STEP A	62.6703	5,013.62	10,862.85	130,354.22
		STEP B	65.8040	5,264.32	11,406.02	136,872.32
		STEP C	69.0940	5,527.52	11,976.29	143,715.52
		STEP D	72.5488	5,803.90	12,575.12	150,901.50
		STEP E	76.1763	6,094.10	13,203.89	158,446.70
		STEP F	79.9851	6,398.80	13,864.08	166,369.00
		STEP G	83.9841	6,718.72	14,557.24	174,686.92
2358	ELECTRIC TECHNOLOGY SYST SUPV					
		STEP A	51.0106	4,080.84	8,841.83	106,102.04
		STEP B	53.5612	4,284.89	9,283.94	111,407.29
		STEP C	56.2392	4,499.13	9,748.12	116,977.53
		STEP D	59.0513	4,724.10	10,235.55	122,826.70
		STEP E	62.0038	4,960.30	10,747.32	128,967.90
		STEP F	65.1038	5,208.30	11,284.65	135,415.90
		STEP G	68.3591	5,468.72	11,848.91	142,186.92
2320	ELECTRIC UTILITY DIRECTOR					
		STEP A	101.9121	8,152.96	17,664.76	211,977.16
		STEP B	107.0077	8,560.61	18,548.00	222,576.01
		STEP C	112.3580	8,988.64	19,475.38	233,704.64
		STEP D	117.9760	9,438.08	20,449.17	245,390.08
		STEP E	123.8747	9,909.97	21,471.61	257,659.37
		STEP F	130.0685	10,405.48	22,545.20	270,542.48
		STEP G	136.5719	10,925.75	23,672.46	284,069.55
2215	ELECTRIC UTILITY FIN ADMIN					
		STEP A	54.3404	4,347.23	9,419.00	113,028.03
		STEP B	57.0575	4,564.60	9,889.96	118,679.60
		STEP C	59.9103	4,792.82	10,384.45	124,613.42
		STEP D	62.9059	5,032.47	10,903.68	130,844.27
		STEP E	66.0511	5,284.08	11,448.85	137,386.28
		STEP F	69.3537	5,548.29	12,021.30	144,255.69
		STEP G	72.8214	5,825.71	12,622.37	151,468.51

CITY OF ROSEVILLE

SALARY SCHEDULE A

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
2378	ELECTRONIC MAINT COORDINATOR					
		STEP A	40.0601	3,204.80	6,943.75	83,325.00
		STEP B	42.0632	3,365.05	7,290.95	87,491.45
		STEP C	44.1663	3,533.30	7,655.49	91,865.90
		STEP D	46.3746	3,709.96	8,038.26	96,459.16
		STEP E	48.6932	3,895.45	8,440.15	101,281.85
		STEP F	51.1279	4,090.23	8,862.16	106,346.03
		STEP G	53.6843	4,294.74	9,305.27	111,663.34
2415	EMS QUAL ASSURANCE COORDINATOR					
		STEP A	46.0955	3,687.64	7,989.88	95,878.64
		STEP B	48.4002	3,872.01	8,389.36	100,672.41
		STEP C	50.8204	4,065.63	8,808.86	105,706.43
		STEP D	53.3615	4,268.92	9,249.32	110,991.92
		STEP E	56.0295	4,482.36	9,711.78	116,541.36
		STEP F	58.8310	4,706.48	10,197.37	122,368.48
		STEP G	61.7725	4,941.80	10,707.23	128,486.80
2500	ENERGY SERVICES ACCOUNT REP I					
		STEP A	40.1471	3,211.76	6,958.83	83,505.96
		STEP B	42.1545	3,372.36	7,306.78	87,681.36
		STEP C	44.2621	3,540.96	7,672.09	92,065.16
		STEP D	46.4753	3,718.02	8,055.71	96,668.62
		STEP E	48.7989	3,903.91	8,458.47	101,501.71
		STEP F	51.2389	4,099.11	8,881.40	106,576.91
		STEP G	53.8008	4,304.06	9,325.47	111,905.66
2501	ENERGY SERVICES ACCOUNT REP II					
		STEP A	44.1618	3,532.94	7,654.71	91,856.54
		STEP B	46.3697	3,709.57	8,037.41	96,448.97
		STEP C	48.6884	3,895.07	8,439.32	101,271.87
		STEP D	51.1228	4,089.82	8,861.28	106,335.42
		STEP E	53.6789	4,294.31	9,304.34	111,652.11
		STEP F	56.3629	4,509.03	9,769.56	117,234.83
		STEP G	59.1810	4,734.48	10,258.04	123,096.48
1277	ENGINEERING MANAGER					
		STEP A	57.6313	4,610.50	9,989.42	119,873.10
		STEP B	60.5130	4,841.04	10,488.92	125,867.04
		STEP C	63.5383	5,083.06	11,013.30	132,159.66
		STEP D	66.7154	5,337.23	11,564.00	138,768.03
		STEP E	70.0510	5,604.08	12,142.17	145,706.08
		STEP F	73.5535	5,884.28	12,749.27	152,991.28
		STEP G	77.2312	6,178.49	13,386.74	160,640.89

CITY OF ROSEVILLE

SALARY SCHEDULE A

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Effective 01/05/2019

MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
2540	ENVIRONMENTAL COORDINATOR					
		STEP A	42.9167	3,433.33	7,438.89	89,266.73
		STEP B	45.0627	3,605.01	7,810.86	93,730.41
		STEP C	47.3159	3,785.27	8,201.42	98,417.07
		STEP D	49.6815	3,974.52	8,611.46	103,337.52
		STEP E	52.1657	4,173.25	9,042.05	108,504.65
		STEP F	54.7738	4,381.90	9,494.12	113,929.50
		STEP G	57.5126	4,601.00	9,968.85	119,626.20
2541	ENVIRONMENTAL UTIL COMPL ADMIN					
		STEP A	42.9148	3,433.18	7,438.56	89,262.78
		STEP B	45.0604	3,604.83	7,810.46	93,725.63
		STEP C	47.3134	3,785.07	8,200.98	98,411.87
		STEP D	49.6791	3,974.32	8,611.04	103,332.52
		STEP E	52.1629	4,173.03	9,041.56	108,498.83
		STEP F	54.7711	4,381.68	9,493.65	113,923.88
		STEP G	57.5096	4,600.76	9,968.33	119,619.96
1684	ENVIRONMENTAL UTIL DIRECTOR					
		STEP A	75.9955	6,079.64	13,172.55	158,070.64
		STEP B	79.7952	6,383.61	13,831.16	165,974.01
		STEP C	83.7849	6,702.79	14,522.71	174,272.59
		STEP D	87.9743	7,037.94	15,248.87	182,986.54
		STEP E	92.3729	7,389.83	16,011.30	192,135.63
		STEP F	96.9916	7,759.32	16,811.87	201,742.52
		STEP G	101.8412	8,147.29	17,652.47	211,829.69
2565	EQUIPMENT MAINT SUPERVISOR					
		STEP A	32.0975	2,567.80	5,563.56	66,762.80
		STEP B	33.7023	2,696.18	5,841.73	70,100.78
		STEP C	35.3875	2,831.00	6,133.83	73,606.00
		STEP D	37.1569	2,972.55	6,440.52	77,286.35
		STEP E	39.0147	3,121.17	6,762.54	81,150.57
		STEP F	40.9654	3,277.23	7,100.66	85,208.03
		STEP G	43.0137	3,441.09	7,455.70	89,468.49
6520	ERP MANAGER					
		STEP A	49.2678	3,941.42	8,539.75	102,477.02
		STEP B	51.7313	4,138.50	8,966.75	107,601.10
		STEP C	54.3180	4,345.44	9,415.12	112,981.44
		STEP D	57.0337	4,562.69	9,885.84	118,630.09
		STEP E	59.8854	4,790.83	10,380.13	124,561.63
		STEP F	62.8797	5,030.37	10,899.14	130,789.77
		STEP G	66.0237	5,281.89	11,444.10	137,329.29

CITY OF ROSEVILLE

SALARY SCHEDULE A

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Effective 01/05/2019

MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
2548	EU BUSINESS SVCS ADMINISTRATOR					
		STEP A	43.7743	3,501.94	7,587.54	91,050.54
		STEP B	45.9630	3,677.04	7,966.92	95,603.04
		STEP C	48.2612	3,860.89	8,365.27	100,383.29
		STEP D	50.6742	4,053.93	8,783.52	105,402.33
		STEP E	53.2079	4,256.63	9,222.70	110,672.43
		STEP F	55.8684	4,469.47	9,683.85	116,206.27
		STEP G	58.6617	4,692.93	10,168.02	122,016.33
2546	EU RATE ANALYST I					
		STEP A	35.1221	2,809.76	6,087.83	73,053.96
		STEP B	36.8781	2,950.24	6,392.20	76,706.44
		STEP C	38.7221	3,097.76	6,711.83	80,541.96
		STEP D	40.6581	3,252.64	7,047.40	84,568.84
		STEP E	42.6911	3,415.28	7,399.79	88,797.48
		STEP F	44.8256	3,586.04	7,769.77	93,237.24
		STEP G	47.0669	3,765.35	8,158.26	97,899.15
2547	EU RATE ANALYST II					
		STEP A	38.0646	3,045.16	6,597.86	79,174.36
		STEP B	39.9678	3,197.42	6,927.75	83,133.02
		STEP C	41.9663	3,357.30	7,274.15	87,289.90
		STEP D	44.0645	3,525.16	7,637.84	91,654.16
		STEP E	46.2677	3,701.41	8,019.73	96,236.81
		STEP F	48.5812	3,886.49	8,420.74	101,048.89
		STEP G	51.0102	4,080.81	8,841.76	106,101.21
3395	FACILITIES MANAGER					
		STEP A	41.9004	3,352.03	7,262.73	87,152.83
		STEP B	43.9954	3,519.63	7,625.86	91,510.43
		STEP C	46.1952	3,695.61	8,007.16	96,086.01
		STEP D	48.5049	3,880.39	8,407.51	100,890.19
		STEP E	50.9302	4,074.41	8,827.90	105,934.81
		STEP F	53.4767	4,278.13	9,269.29	111,231.53
		STEP G	56.1505	4,492.04	9,732.75	116,793.04
4321	FACILITIES SUPERVISOR					
		STEP A	32.0975	2,567.80	5,563.56	66,762.80
		STEP B	33.7023	2,696.18	5,841.73	70,100.78
		STEP C	35.3875	2,831.00	6,133.83	73,606.00
		STEP D	37.1569	2,972.55	6,440.52	77,286.35
		STEP E	39.0147	3,121.17	6,762.54	81,150.57
		STEP F	40.9654	3,277.23	7,100.66	85,208.03
		STEP G	43.0137	3,441.09	7,455.70	89,468.49

CITY OF ROSEVILLE

SALARY SCHEDULE A

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MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
2900	FINANCE MANAGER					
		STEP A	46.4600	3,716.80	8,053.06	96,636.80
		STEP B	48.7830	3,902.64	8,455.72	101,468.64
		STEP C	51.2222	4,097.77	8,878.51	106,542.17
		STEP D	53.7833	4,302.66	9,322.43	111,869.26
		STEP E	56.4725	4,517.80	9,788.56	117,462.80
		STEP F	59.2961	4,743.68	10,277.99	123,335.88
		STEP G	62.2609	4,980.87	10,791.88	129,502.67
3310	FINANCE SUPERVISOR					
		STEP A	37.0645	2,965.16	6,424.51	77,094.16
		STEP B	38.9174	3,113.39	6,745.68	80,948.19
		STEP C	40.8634	3,269.07	7,082.98	84,995.87
		STEP D	42.9067	3,432.53	7,437.16	89,245.93
		STEP E	45.0520	3,604.16	7,809.01	93,708.16
		STEP F	47.3045	3,784.36	8,199.44	98,393.36
		STEP G	49.6696	3,973.56	8,609.39	103,312.76
3391	FIRE BATTALION CHIEF (8HR)					
		STEP A	52.2184	4,177.47	9,051.18	108,614.27
		STEP B	54.2218	4,337.74	9,398.44	112,781.34
		STEP C	56.9325	4,554.60	9,868.30	118,419.60
		STEP D	59.7796	4,782.36	10,361.79	124,341.56
		STEP E	62.7684	5,021.47	10,879.85	130,558.27
		STEP F	65.9069	5,272.55	11,423.86	137,086.35
		STEP G	69.2022	5,536.17	11,995.04	143,940.57
0905	FIRE BATTALION CHIEF (24HR)					
		STEP A	36.8854	4,131.16	8,950.85	107,410.28
		STEP B	38.7298	4,337.73	9,398.43	112,781.17
		STEP C	40.6661	4,554.60	9,868.30	118,419.68
		STEP D	42.6997	4,782.36	10,361.79	124,341.52
		STEP E	44.8346	5,021.47	10,879.86	130,558.35
		STEP F	47.0764	5,272.55	11,423.87	137,086.47
		STEP G	49.4301	5,536.17	11,995.03	143,940.45
3330	FIRE CHIEF					
		STEP A	74.2220	5,937.76	12,865.14	154,381.76
		STEP B	77.9332	6,234.65	13,508.42	162,101.05
		STEP C	81.8297	6,546.37	14,183.81	170,205.77
		STEP D	85.9213	6,873.70	14,893.02	178,716.30
		STEP E	90.2174	7,217.39	15,637.68	187,652.19
		STEP F	94.7280	7,578.24	16,419.52	197,034.24
		STEP G	99.4645	7,957.16	17,240.51	206,886.16

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SALARY SCHEDULE A

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MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
3332	FIRE DIVISION CHIEF	STEP A	56.8040	4,544.32	9,846.02	118,152.32
		STEP B	59.6442	4,771.53	10,338.32	124,059.93
		STEP C	62.6264	5,010.11	10,855.24	130,262.91
		STEP D	65.7577	5,260.61	11,398.00	136,776.01
		STEP E	69.0456	5,523.64	11,967.90	143,614.84
		STEP F	72.4979	5,799.83	12,566.30	150,795.63
		STEP G	76.1227	6,089.81	13,194.60	158,335.21
3392	FLEET MANAGER	STEP A	41.9004	3,352.03	7,262.73	87,152.83
		STEP B	43.9954	3,519.63	7,625.86	91,510.43
		STEP C	46.1952	3,695.61	8,007.16	96,086.01
		STEP D	48.5049	3,880.39	8,407.51	100,890.19
		STEP E	50.9302	4,074.41	8,827.90	105,934.81
		STEP F	53.4767	4,278.13	9,269.29	111,231.53
		STEP G	56.1505	4,492.04	9,732.75	116,793.04
3451	GOVERNMENT RELATIONS ADMINISTR	STEP A	47.0214	3,761.71	8,150.37	97,804.51
		STEP B	49.3724	3,949.79	8,557.88	102,694.59
		STEP C	51.8411	4,147.28	8,985.79	107,829.48
		STEP D	54.4331	4,354.64	9,435.07	113,220.84
		STEP E	57.1548	4,572.38	9,906.83	118,881.98
		STEP F	60.0125	4,801.00	10,402.16	124,826.00
		STEP G	63.0131	5,041.04	10,922.27	131,067.24
3589	HOUSING MANAGER	STEP A	44.3119	3,544.95	7,680.72	92,168.75
		STEP B	46.5293	3,722.34	8,065.07	96,780.94
		STEP C	48.8559	3,908.47	8,468.35	101,620.27
		STEP D	51.2987	4,103.89	8,891.77	106,701.29
		STEP E	53.8635	4,309.08	9,336.34	112,036.08
		STEP F	56.5568	4,524.54	9,803.17	117,638.14
		STEP G	59.3846	4,750.76	10,293.33	123,519.96
3590	HOUSING SUPERVISOR	STEP A	37.3189	2,985.51	6,468.60	77,623.31
		STEP B	39.1848	3,134.78	6,792.03	81,504.38
		STEP C	41.1439	3,291.51	7,131.60	85,579.31
		STEP D	43.2012	3,456.09	7,488.20	89,858.49
		STEP E	45.3611	3,628.88	7,862.59	94,351.08
		STEP F	47.6293	3,810.34	8,255.74	99,068.94
		STEP G	50.0107	4,000.85	8,668.52	104,022.25

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SALARY SCHEDULE A

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MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
3594	HUMAN RESOURCES ANALYST I					
		STEP A	33.0805	2,646.44	5,733.95	68,807.44
		STEP B	34.7346	2,778.76	6,020.66	72,247.96
		STEP C	36.4713	2,917.70	6,321.69	75,860.30
		STEP D	38.2949	3,063.59	6,637.78	79,653.39
		STEP E	40.2096	3,216.76	6,969.66	83,635.96
		STEP F	42.2201	3,377.60	7,318.15	87,817.80
		STEP G	44.3311	3,546.48	7,684.05	92,208.68
3596	HUMAN RESOURCES ANALYST II					
		STEP A	36.3995	2,911.96	6,309.24	75,710.96
		STEP B	38.2195	3,057.56	6,624.71	79,496.56
		STEP C	40.1304	3,210.43	6,955.93	83,471.23
		STEP D	42.1370	3,370.96	7,303.74	87,644.96
		STEP E	44.2438	3,539.50	7,668.92	92,027.10
		STEP F	46.4560	3,716.48	8,052.37	96,628.48
		STEP G	48.7788	3,902.30	8,454.99	101,459.90
3598	HUMAN RESOURCES DIRECTOR					
		STEP A	62.2922	4,983.37	10,797.31	129,567.77
		STEP B	65.4068	5,232.54	11,337.17	136,046.14
		STEP C	68.6771	5,494.16	11,904.03	142,848.36
		STEP D	72.1110	5,768.88	12,499.24	149,990.88
		STEP E	75.7167	6,057.33	13,124.22	157,490.73
		STEP F	79.5026	6,360.20	13,780.45	165,365.40
		STEP G	83.4776	6,678.20	14,469.45	173,633.40
3599	HUMAN RESOURCES MANAGER					
		STEP A	42.5017	3,400.13	7,366.96	88,403.53
		STEP B	44.6268	3,570.14	7,735.31	92,823.74
		STEP C	46.8583	3,748.66	8,122.10	97,465.26
		STEP D	49.2011	3,936.08	8,528.19	102,338.28
		STEP E	51.6612	4,132.89	8,954.60	107,455.29
		STEP F	54.2444	4,339.55	9,402.36	112,828.35
		STEP G	56.9566	4,556.52	9,872.47	118,469.72
3625	INFO SECURITY ADMINISTRATOR					
		STEP A	43.7153	3,497.22	7,577.31	90,927.82
		STEP B	45.9010	3,672.08	7,956.17	95,474.08
		STEP C	48.1960	3,855.68	8,353.97	100,247.68
		STEP D	50.6058	4,048.46	8,771.67	105,260.06
		STEP E	53.1361	4,250.88	9,210.25	110,523.08
		STEP F	55.7929	4,463.43	9,670.76	116,049.23
		STEP G	58.5826	4,686.60	10,154.31	121,851.80

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MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
3740	INTERPRETIVE SRVCS SUPERVISOR					
		STEP A	35.5414	2,843.31	6,160.50	73,926.11
		STEP B	37.3183	2,985.46	6,468.50	77,622.06
		STEP C	39.1844	3,134.75	6,791.96	81,503.55
		STEP D	41.1436	3,291.48	7,131.55	85,578.68
		STEP E	43.2008	3,456.06	7,488.13	89,857.66
		STEP F	45.3607	3,628.85	7,862.52	94,350.25
		STEP G	47.6288	3,810.30	8,255.65	99,067.90
3601	IT DIVISION MANAGER					
		STEP A	49.2678	3,941.42	8,539.75	102,477.02
		STEP B	51.7313	4,138.50	8,966.75	107,601.10
		STEP C	54.3180	4,345.44	9,415.12	112,981.44
		STEP D	57.0337	4,562.69	9,885.84	118,630.09
		STEP E	59.8854	4,790.83	10,380.13	124,561.63
		STEP F	62.8797	5,030.37	10,899.14	130,789.77
		STEP G	66.0237	5,281.89	11,444.10	137,329.29
3602	IT PROGRAM MANAGER					
		STEP A	44.7874	3,582.99	7,763.14	93,157.79
		STEP B	47.0267	3,762.13	8,151.29	97,815.53
		STEP C	49.3780	3,950.24	8,558.85	102,706.24
		STEP D	51.8470	4,147.76	8,986.81	107,841.76
		STEP E	54.4393	4,355.14	9,436.14	113,233.74
		STEP F	57.1611	4,572.88	9,907.92	118,895.08
		STEP G	60.0192	4,801.53	10,403.32	124,839.93
3810	KEY ACCOUNTS REPRESENTATIVE					
		STEP A	48.5758	3,886.06	8,419.80	101,037.66
		STEP B	51.0045	4,080.36	8,840.78	106,089.36
		STEP C	53.5548	4,284.38	9,282.83	111,393.98
		STEP D	56.2325	4,498.60	9,746.96	116,963.60
		STEP E	59.0440	4,723.52	10,234.29	122,811.52
		STEP F	61.9962	4,959.69	10,746.00	128,952.09
		STEP G	65.0960	5,207.68	11,283.30	135,399.68
4246	LIBRARY SUPERVISOR					
		STEP A	32.7580	2,620.64	5,678.05	68,136.64
		STEP B	34.3962	2,751.69	5,962.00	71,544.09
		STEP C	36.1159	2,889.27	6,260.08	75,121.07
		STEP D	37.9218	3,033.74	6,573.11	78,877.34
		STEP E	39.8177	3,185.41	6,901.73	82,820.81
		STEP F	41.8087	3,344.69	7,246.84	86,962.09
		STEP G	43.8991	3,511.92	7,609.17	91,310.12

CITY OF ROSEVILLE

SALARY SCHEDULE A

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
4449	MANAGEMENT ANALYST					
		STEP A	39.1848	3,134.78	6,792.03	81,504.38
		STEP B	41.1439	3,291.51	7,131.60	85,579.31
		STEP C	43.2012	3,456.09	7,488.20	89,858.49
		STEP D	45.3611	3,628.88	7,862.59	94,351.08
		STEP E	47.6293	3,810.34	8,255.74	99,068.94
		STEP F	50.0107	4,000.85	8,668.52	104,022.25
		STEP G	52.5111	4,200.88	9,101.92	109,223.08
4960	OPEN SPACE SUPERINTENDENT					
		STEP A	41.1428	3,291.42	7,131.41	85,577.02
		STEP B	43.2001	3,456.00	7,488.01	89,856.20
		STEP C	45.3601	3,628.80	7,862.41	94,349.00
		STEP D	47.6281	3,810.24	8,255.53	99,066.44
		STEP E	50.0098	4,000.78	8,668.36	104,020.38
		STEP F	52.5099	4,200.79	9,101.71	109,220.59
		STEP G	55.1354	4,410.83	9,556.80	114,681.63
5020	PARK DEVELOPMENT ANALYST I					
		STEP A	33.9261	2,714.08	5,880.52	70,566.28
		STEP B	35.6224	2,849.79	6,174.54	74,094.59
		STEP C	37.4034	2,992.27	6,483.25	77,799.07
		STEP D	39.2738	3,141.90	6,807.45	81,689.50
		STEP E	41.2374	3,298.99	7,147.81	85,773.79
		STEP F	43.2993	3,463.94	7,505.21	90,062.54
		STEP G	45.4643	3,637.14	7,880.47	94,565.74
5022	PARK DEVELOPMENT ANALYST II					
		STEP A	37.3189	2,985.51	6,468.60	77,623.31
		STEP B	39.1848	3,134.78	6,792.03	81,504.38
		STEP C	41.1439	3,291.51	7,131.60	85,579.31
		STEP D	43.2012	3,456.09	7,488.20	89,858.49
		STEP E	45.3611	3,628.88	7,862.59	94,351.08
		STEP F	47.6293	3,810.34	8,255.74	99,068.94
		STEP G	50.0107	4,000.85	8,668.52	104,022.25
5024	PARK PLANNING & DEVELOPMT SUPT					
		STEP A	41.1430	3,291.44	7,131.45	85,577.44
		STEP B	43.2002	3,456.01	7,488.03	89,856.41
		STEP C	45.3602	3,628.81	7,862.43	94,349.21
		STEP D	47.6281	3,810.24	8,255.53	99,066.44
		STEP E	50.0099	4,000.79	8,668.38	104,020.59
		STEP F	52.5101	4,200.80	9,101.75	109,221.00
		STEP G	55.1354	4,410.83	9,556.80	114,681.63

CITY OF ROSEVILLE SALARY SCHEDULE A

Appendix: X
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MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
9429	PARKS MANAGER					
		STEP A	43.4345	3,474.76	7,528.64	90,343.76
		STEP B	45.6062	3,648.49	7,905.07	94,860.89
		STEP C	47.8866	3,830.92	8,300.34	99,604.12
		STEP D	50.2809	4,022.47	8,715.35	104,584.27
		STEP E	52.7949	4,223.59	9,151.11	109,813.39
		STEP F	55.4347	4,434.77	9,608.68	115,304.17
		STEP G	58.2064	4,656.51	10,089.10	121,069.31
5090	PARKS SUPERINTENDENT					
		STEP A	41.1430	3,291.44	7,131.45	85,577.44
		STEP B	43.2002	3,456.01	7,488.03	89,856.41
		STEP C	45.3602	3,628.81	7,862.43	94,349.21
		STEP D	47.6281	3,810.24	8,255.53	99,066.44
		STEP E	50.0099	4,000.79	8,668.38	104,020.59
		STEP F	52.5101	4,200.80	9,101.75	109,221.00
		STEP G	55.1354	4,410.83	9,556.80	114,681.63
5069	PARKS SUPERVISOR					
		STEP A	35.5414	2,843.31	6,160.50	73,926.11
		STEP B	37.3184	2,985.47	6,468.52	77,622.27
		STEP C	39.1845	3,134.76	6,791.98	81,503.76
		STEP D	41.1436	3,291.48	7,131.55	85,578.68
		STEP E	43.2008	3,456.06	7,488.13	89,857.66
		STEP F	45.3607	3,628.85	7,862.52	94,350.25
		STEP G	47.6288	3,810.30	8,255.65	99,067.90
5082	PARKS,REC & LIBRARIES DIRECTOR					
		STEP A	67.4018	5,392.14	11,682.97	140,195.74
		STEP B	70.7719	5,661.75	12,267.12	147,205.55
		STEP C	74.3104	5,944.83	12,880.46	154,565.63
		STEP D	78.0259	6,242.07	13,524.48	162,293.87
		STEP E	81.9272	6,554.17	14,200.71	170,408.57
		STEP F	86.0237	6,881.89	14,910.77	178,929.29
		STEP G	90.3249	7,225.99	15,656.31	187,875.79
5010	PARKS,REC & LIBRARY BUS ADMSTR					
		STEP A	41.0501	3,284.00	7,115.35	85,384.20
		STEP B	43.1028	3,448.22	7,471.15	89,653.82
		STEP C	45.2577	3,620.61	7,844.66	94,136.01
		STEP D	47.5206	3,801.64	8,236.90	98,842.84
		STEP E	49.8968	3,991.74	8,648.77	103,785.34
		STEP F	52.3914	4,191.31	9,081.17	108,974.11
		STEP G	55.0110	4,400.88	9,535.24	114,422.88

CITY OF ROSEVILLE

SALARY SCHEDULE A

Appendix: X
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Effective 01/05/2019

MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
9428	PAYROLL SUPERVISOR					
		STEP A	40.0089	3,200.71	6,934.87	83,218.51
		STEP B	42.0094	3,360.75	7,281.62	87,379.55
		STEP C	44.1098	3,528.78	7,645.69	91,748.38
		STEP D	46.3153	3,705.22	8,027.98	96,335.82
		STEP E	48.6310	3,890.48	8,429.37	101,152.48
		STEP F	51.0626	4,085.00	8,850.85	106,210.20
		STEP G	53.6158	4,289.26	9,293.40	111,520.86
1501	PERMITS SUPERVISOR					
		STEP A	37.3189	2,985.51	6,468.60	77,623.31
		STEP B	39.1848	3,134.78	6,792.03	81,504.38
		STEP C	41.1439	3,291.51	7,131.60	85,579.31
		STEP D	43.2012	3,456.09	7,488.20	89,858.49
		STEP E	45.3611	3,628.88	7,862.59	94,351.08
		STEP F	47.6293	3,810.34	8,255.74	99,068.94
		STEP G	50.0107	4,000.85	8,668.52	104,022.25
5309	PLANNING MANAGER					
		STEP A	56.6293	4,530.34	9,815.74	117,788.94
		STEP B	59.4607	4,756.85	10,306.52	123,678.25
		STEP C	62.4338	4,994.70	10,821.85	129,862.30
		STEP D	65.5555	5,244.44	11,362.95	136,355.44
		STEP E	68.8334	5,506.67	11,931.12	143,173.47
		STEP F	72.2751	5,782.00	12,527.68	150,332.20
		STEP G	75.8887	6,071.09	13,154.04	157,848.49
5400	POLICE CAPTAIN					
		STEP A	60.3182	4,825.45	10,455.15	125,461.85
		STEP B	63.3341	5,066.72	10,977.91	131,734.92
		STEP C	66.5008	5,320.06	11,526.80	138,321.66
		STEP D	69.8258	5,586.06	12,103.13	145,237.66
		STEP E	73.3171	5,865.36	12,708.29	152,499.56
		STEP F	76.9830	6,158.64	13,343.72	160,124.64
		STEP G	80.8321	6,466.56	14,010.89	168,130.76
5410	POLICE CHIEF					
		STEP A	79.5170	6,361.36	13,782.94	165,395.36
		STEP B	83.4929	6,679.43	14,472.10	173,665.23
		STEP C	87.6675	7,013.40	15,195.70	182,348.40
		STEP D	92.0509	7,364.07	15,955.48	191,465.87
		STEP E	96.6535	7,732.28	16,753.27	201,039.28
		STEP F	101.4861	8,118.88	17,590.92	211,091.08
		STEP G	106.5601	8,524.80	18,470.41	221,645.00

CITY OF ROSEVILLE

SALARY SCHEDULE A

Appendix: X
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MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
5420	POLICE LIEUTENANT					
		STEP A	54.7527	4,380.21	9,490.46	113,885.61
		STEP B	57.4904	4,599.23	9,965.00	119,580.03
		STEP C	60.3649	4,829.19	10,463.24	125,558.99
		STEP D	63.3831	5,070.64	10,986.40	131,836.84
		STEP E	66.5523	5,324.18	11,535.73	138,428.78
		STEP F	69.8799	5,590.39	12,112.51	145,350.19
		STEP G	73.3739	5,869.91	12,718.14	152,617.71
5489	POLICE SERVICES ADMINISTRATOR					
		STEP A	42.2985	3,383.88	7,331.74	87,980.88
		STEP B	44.4136	3,553.08	7,698.35	92,380.28
		STEP C	46.6342	3,730.73	8,083.26	96,999.13
		STEP D	48.9659	3,917.27	8,487.42	101,849.07
		STEP E	51.4142	4,113.13	8,911.79	106,941.53
		STEP F	53.9849	4,318.79	9,357.38	112,288.59
		STEP G	56.6843	4,534.74	9,825.27	117,903.34
5485	POLICE SOCIAL SVCS ADMINSTR					
		STEP A	44.7824	3,582.59	7,762.28	93,147.39
		STEP B	47.0215	3,761.72	8,150.39	97,804.72
		STEP C	49.3725	3,949.80	8,557.90	102,694.80
		STEP D	51.8413	4,147.30	8,985.82	107,829.90
		STEP E	54.4333	4,354.66	9,435.10	113,221.26
		STEP F	57.1550	4,572.40	9,906.86	118,882.40
		STEP G	60.0125	4,801.00	10,402.16	124,826.00
5505	POWER ENGINEERING MANAGER					
		STEP A	68.9362	5,514.89	11,948.94	143,387.29
		STEP B	72.3830	5,790.64	12,546.38	150,556.64
		STEP C	76.0021	6,080.16	13,173.69	158,084.36
		STEP D	79.8021	6,384.16	13,832.36	165,988.36
		STEP E	83.7923	6,703.38	14,524.00	174,287.98
		STEP F	87.9820	7,038.56	15,250.21	183,002.56
		STEP G	92.3811	7,390.48	16,012.72	192,152.68
5600	POWER GENERATION SUPERTINDENT					
		STEP A	63.2677	5,061.41	10,966.40	131,596.81
		STEP B	66.4312	5,314.49	11,514.74	138,176.89
		STEP C	69.7526	5,580.20	12,090.45	145,085.40
		STEP D	73.2402	5,859.21	12,694.96	152,339.61
		STEP E	76.9023	6,152.18	13,329.73	159,956.78
		STEP F	80.7475	6,459.80	13,996.23	167,954.80
		STEP G	84.7850	6,782.80	14,696.06	176,352.80

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Appendix: X
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MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
5530	POWER PLANT OPS & MAINT SUPV					
		STEP A	60.2506	4,820.04	10,443.43	125,321.24
		STEP B	63.2632	5,061.05	10,965.62	131,587.45
		STEP C	66.4264	5,314.11	11,513.90	138,166.91
		STEP D	69.7476	5,579.80	12,089.58	145,075.00
		STEP E	73.2350	5,858.80	12,694.06	152,328.80
		STEP F	76.8967	6,151.73	13,328.76	159,945.13
		STEP G	80.7416	6,459.32	13,995.21	167,942.52
5535	POWER SUPPLY & PORTFOLIO ADMST					
		STEP A	65.4522	5,236.17	11,345.04	136,140.57
		STEP B	68.7249	5,497.99	11,912.31	142,947.79
		STEP C	72.1611	5,772.88	12,507.92	150,095.08
		STEP D	75.7693	6,061.54	13,133.34	157,600.14
		STEP E	79.5577	6,364.61	13,790.00	165,480.01
		STEP F	83.5356	6,682.84	14,479.50	173,754.04
		STEP G	87.7122	7,016.97	15,203.44	182,441.37
5519	PREVENTATIVE MAINT SUPERVISOR					
		STEP A	43.5705	3,485.64	7,552.22	90,626.64
		STEP B	45.7488	3,659.90	7,929.79	95,157.50
		STEP C	48.0362	3,842.89	8,326.27	99,915.29
		STEP D	50.4382	4,035.05	8,742.62	104,911.45
		STEP E	52.9602	4,236.81	9,179.76	110,157.21
		STEP F	55.6083	4,448.66	9,638.77	115,665.26
		STEP G	58.3884	4,671.07	10,120.65	121,447.87
5514	PRINCIPAL ENGINEER					
		STEP A	51.2263	4,098.10	8,879.22	106,550.70
		STEP B	53.7875	4,303.00	9,323.16	111,878.00
		STEP C	56.4770	4,518.16	9,789.34	117,472.16
		STEP D	59.3009	4,744.07	10,278.82	123,345.87
		STEP E	62.2660	4,981.28	10,792.77	129,513.28
		STEP F	65.3794	5,230.35	11,332.42	135,989.15
		STEP G	68.6480	5,491.84	11,898.98	142,787.84
5513	PRINCIPAL PLANNER					
		STEP A	47.3068	3,784.54	8,199.84	98,398.14
		STEP B	49.6722	3,973.77	8,609.84	103,318.17
		STEP C	52.1557	4,172.45	9,040.32	108,483.85
		STEP D	54.7635	4,381.08	9,492.34	113,908.08
		STEP E	57.5017	4,600.13	9,966.96	119,603.53
		STEP F	60.3767	4,830.13	10,465.29	125,583.53
		STEP G	63.3957	5,071.65	10,988.58	131,863.05

CITY OF ROSEVILLE SALARY SCHEDULE A

Appendix: X
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Effective 01/05/2019

MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
5615	PUB AFFAIRS&COMMUNICAT ADMNSTR					
		STEP A	44.7824	3,582.59	7,762.28	93,147.39
		STEP B	47.0215	3,761.72	8,150.39	97,804.72
		STEP C	49.3725	3,949.80	8,557.90	102,694.80
		STEP D	51.8413	4,147.30	8,985.82	107,829.90
		STEP E	54.4333	4,354.66	9,435.10	113,221.26
		STEP F	57.1550	4,572.40	9,906.86	118,882.40
		STEP G	60.0125	4,801.00	10,402.16	124,826.00
5610	PUBLIC AFFAIRS&COMMNCT DIRCTOR					
		STEP A	56.6292	4,530.33	9,815.72	117,788.73
		STEP B	59.4607	4,756.85	10,306.52	123,678.25
		STEP C	62.4338	4,994.70	10,821.85	129,862.30
		STEP D	65.5555	5,244.44	11,362.95	136,355.44
		STEP E	68.8333	5,506.66	11,931.10	143,173.26
		STEP F	72.2751	5,782.00	12,527.68	150,332.20
		STEP G	75.8886	6,071.08	13,154.02	157,848.28
5565	PUBLIC INFORMATION OFFICER					
		STEP A	41.0425	3,283.40	7,114.03	85,368.40
		STEP B	43.0945	3,447.56	7,469.71	89,636.56
		STEP C	45.2492	3,619.93	7,843.19	94,118.33
		STEP D	47.5117	3,800.93	8,235.36	98,824.33
		STEP E	49.8873	3,990.98	8,647.13	103,765.58
		STEP F	52.3817	4,190.53	9,079.49	108,953.93
		STEP G	55.0007	4,400.05	9,533.45	114,401.45
5635	PUBLIC WORKS DIRECTOR					
		STEP A	62.2090	4,976.72	10,782.89	129,394.72
		STEP B	65.3196	5,225.56	11,322.06	135,864.76
		STEP C	68.5855	5,486.84	11,888.15	142,657.84
		STEP D	72.0148	5,761.18	12,482.56	149,790.78
		STEP E	75.6156	6,049.24	13,106.70	157,280.44
		STEP F	79.3964	6,351.71	13,762.04	165,144.51
		STEP G	83.3662	6,669.29	14,450.14	173,401.69
5652	PURCHASING & WAREHOUSE MANAGER					
		STEP A	42.3644	3,389.15	7,343.16	88,117.95
		STEP B	44.4826	3,558.60	7,710.31	92,523.80
		STEP C	46.7067	3,736.53	8,095.82	97,149.93
		STEP D	49.0420	3,923.36	8,500.61	102,007.36
		STEP E	51.4941	4,119.52	8,925.64	107,107.72
		STEP F	54.0689	4,325.51	9,371.94	112,463.31
		STEP G	56.7723	4,541.78	9,840.53	118,086.38

CITY OF ROSEVILLE

SALARY SCHEDULE A

Appendix: X
Percentage:1.000

Effective 01/05/2019

MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
6125	RECREATION MANAGER					
		STEP A	47.0054	3,760.43	8,147.60	97,771.23
		STEP B	49.3558	3,948.46	8,555.00	102,660.06
		STEP C	51.8233	4,145.86	8,982.70	107,792.46
		STEP D	54.4146	4,353.16	9,431.86	113,182.36
		STEP E	57.1354	4,570.83	9,903.46	118,841.63
		STEP F	59.9923	4,799.38	10,398.66	124,783.98
		STEP G	62.9917	5,039.33	10,918.56	131,022.73
6145	RECREATION SUPERINTENDENT					
		STEP A	41.1430	3,291.44	7,131.45	85,577.44
		STEP B	43.2002	3,456.01	7,488.03	89,856.41
		STEP C	45.3602	3,628.81	7,862.43	94,349.21
		STEP D	47.6281	3,810.24	8,255.53	99,066.44
		STEP E	50.0099	4,000.79	8,668.38	104,020.59
		STEP F	52.5101	4,200.80	9,101.75	109,221.00
		STEP G	55.1354	4,410.83	9,556.80	114,681.63
6147	RECREATION SUPERVISOR					
		STEP A	35.5414	2,843.31	6,160.50	73,926.11
		STEP B	37.3184	2,985.47	6,468.52	77,622.27
		STEP C	39.1845	3,134.76	6,791.98	81,503.76
		STEP D	41.1436	3,291.48	7,131.55	85,578.68
		STEP E	43.2008	3,456.06	7,488.13	89,857.66
		STEP F	45.3607	3,628.85	7,862.52	94,350.25
		STEP G	47.6288	3,810.30	8,255.65	99,067.90
6244	REFUSE & STORMWATER MANAGER					
		STEP A	57.6313	4,610.50	9,989.42	119,873.10
		STEP B	60.5130	4,841.04	10,488.92	125,867.04
		STEP C	63.5383	5,083.06	11,013.30	132,159.66
		STEP D	66.7154	5,337.23	11,564.00	138,768.03
		STEP E	70.0510	5,604.08	12,142.17	145,706.08
		STEP F	73.5535	5,884.28	12,749.27	152,991.28
		STEP G	77.2312	6,178.49	13,386.74	160,640.89
6231	REFUSE SUPERINTENDENT					
		STEP A	40.8726	3,269.80	7,084.58	85,015.00
		STEP B	42.9162	3,433.29	7,438.80	89,265.69
		STEP C	45.0619	3,604.95	7,810.72	93,728.75
		STEP D	47.3153	3,785.22	8,201.31	98,415.82
		STEP E	49.6808	3,974.46	8,611.33	103,336.06
		STEP F	52.1648	4,173.18	9,041.89	108,502.78
		STEP G	54.7731	4,381.84	9,494.00	113,928.04

CITY OF ROSEVILLE SALARY SCHEDULE A

Appendix: X
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Effective 01/05/2019

MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
6235	REFUSE SUPERVISOR					
		STEP A	34.4344	2,754.75	5,968.62	71,623.55
		STEP B	36.1561	2,892.48	6,267.05	75,204.68
		STEP C	37.9641	3,037.12	6,580.44	78,965.32
		STEP D	39.8615	3,188.92	6,909.32	82,911.92
		STEP E	41.8546	3,348.36	7,254.79	87,057.56
		STEP F	43.9471	3,515.76	7,617.49	91,409.96
		STEP G	46.1447	3,691.57	7,998.41	95,980.97
6450	RISK MANAGER					
		STEP A	51.2305	4,098.44	8,879.95	106,559.44
		STEP B	53.7920	4,303.36	9,323.94	111,887.36
		STEP C	56.4817	4,518.53	9,790.16	117,481.93
		STEP D	59.3058	4,744.46	10,279.67	123,356.06
		STEP E	62.2711	4,981.68	10,793.65	129,523.88
		STEP F	65.3847	5,230.77	11,333.34	136,000.17
		STEP G	68.6539	5,492.31	11,900.00	142,800.11
6500	SAFETY COORDINATOR					
		STEP A	37.3188	2,985.50	6,468.59	77,623.10
		STEP B	39.1847	3,134.77	6,792.01	81,504.17
		STEP C	41.1438	3,291.50	7,131.59	85,579.10
		STEP D	43.2010	3,456.08	7,488.17	89,858.08
		STEP E	45.3610	3,628.88	7,862.57	94,350.88
		STEP F	47.6291	3,810.32	8,255.71	99,068.52
		STEP G	50.0107	4,000.85	8,668.52	104,022.25
7130	SR BUSINESS SYSTEMS ANALYST					
		STEP A	35.4616	2,836.92	6,146.67	73,760.12
		STEP B	37.2347	2,978.77	6,454.01	77,448.17
		STEP C	39.0964	3,127.71	6,776.70	81,320.51
		STEP D	41.0512	3,284.09	7,115.54	85,386.49
		STEP E	43.1038	3,448.30	7,471.32	89,655.90
		STEP F	45.2590	3,620.72	7,844.89	94,138.72
		STEP G	47.5218	3,801.74	8,237.11	98,845.34
7145	SR DATABASE ANALYST					
		STEP A	38.9454	3,115.63	6,750.53	81,006.43
		STEP B	40.8928	3,271.42	7,088.08	85,057.02
		STEP C	42.9374	3,434.99	7,442.48	89,309.79
		STEP D	45.0842	3,606.73	7,814.59	93,775.13
		STEP E	47.3385	3,787.08	8,205.34	98,464.08
		STEP F	49.7053	3,976.42	8,615.58	103,387.02
		STEP G	52.1906	4,175.24	9,046.37	108,556.44

CITY OF ROSEVILLE

SALARY SCHEDULE A

Appendix: X
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Effective 01/05/2019

MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
7123	SR DEPUTY CITY ATTORNEY					
		STEP A	65.0919	5,207.35	11,282.59	135,391.15
		STEP B	68.3465	5,467.72	11,846.72	142,160.72
		STEP C	71.7638	5,741.10	12,439.05	149,268.70
		STEP D	75.3520	6,028.16	13,061.01	156,732.16
		STEP E	79.1196	6,329.56	13,714.06	164,568.76
		STEP F	83.0756	6,646.04	14,399.77	172,797.24
		STEP G	87.2294	6,978.35	15,119.76	181,437.15
1281	SR DEVELOPMENT SERVICES ANALYS					
		STEP A	35.6131	2,849.04	6,172.93	74,075.24
		STEP B	37.3937	2,991.49	6,481.57	77,778.89
		STEP C	39.2634	3,141.07	6,805.65	81,667.87
		STEP D	41.2266	3,298.12	7,145.94	85,751.32
		STEP E	43.2879	3,463.03	7,503.23	90,038.83
		STEP F	45.4523	3,636.18	7,878.39	94,540.78
		STEP G	47.7249	3,817.99	8,272.31	99,267.79
7128	SR ELECTRIC BUSINESS ANALYST					
		STEP A	48.5181	3,881.44	8,409.80	100,917.64
		STEP B	50.9441	4,075.52	8,830.31	105,963.72
		STEP C	53.4914	4,279.31	9,271.84	111,262.11
		STEP D	56.1659	4,493.27	9,735.42	116,825.07
		STEP E	58.9743	4,717.94	10,222.21	122,666.54
		STEP F	61.9230	4,953.84	10,733.32	128,799.84
		STEP G	65.0191	5,201.52	11,269.97	135,239.72
7163	SR ENERGY SERVICES ACCOUNT REP					
		STEP A	48.5758	3,886.06	8,419.80	101,037.66
		STEP B	51.0045	4,080.36	8,840.78	106,089.36
		STEP C	53.5548	4,284.38	9,282.83	111,393.98
		STEP D	56.2325	4,498.60	9,746.96	116,963.60
		STEP E	59.0440	4,723.52	10,234.29	122,811.52
		STEP F	61.9962	4,959.69	10,746.00	128,952.09
		STEP G	65.0960	5,207.68	11,283.30	135,399.68
7142	SR ENGINEER					
		STEP A	43.5792	3,486.33	7,553.72	90,644.73
		STEP B	45.7582	3,660.65	7,931.42	95,177.05
		STEP C	48.0461	3,843.68	8,327.99	99,935.88
		STEP D	50.4485	4,035.88	8,744.40	104,932.88
		STEP E	52.9707	4,237.65	9,181.58	110,179.05
		STEP F	55.6194	4,449.55	9,640.69	115,688.35
		STEP G	58.4003	4,672.02	10,122.71	121,472.62

CITY OF ROSEVILLE SALARY SCHEDULE A

Appendix: X
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Effective 01/05/2019

MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
7161	SR GIS ANALYST	STEP A	35.4589	2,836.71	6,146.20	73,754.51
		STEP B	37.2318	2,978.54	6,453.51	77,442.14
		STEP C	39.0934	3,127.47	6,776.18	81,314.27
		STEP D	41.0482	3,283.85	7,115.02	85,380.25
		STEP E	43.1005	3,448.04	7,470.75	89,649.04
		STEP F	45.2556	3,620.44	7,844.30	94,131.64
		STEP G	47.5183	3,801.46	8,236.50	98,838.06
7150	SR HUMAN RESOURCES ANALYST	STEP A	39.1848	3,134.78	6,792.03	81,504.38
		STEP B	41.1439	3,291.51	7,131.60	85,579.31
		STEP C	43.2012	3,456.09	7,488.20	89,858.49
		STEP D	45.3611	3,628.88	7,862.59	94,351.08
		STEP E	47.6293	3,810.34	8,255.74	99,068.94
		STEP F	50.0107	4,000.85	8,668.52	104,022.25
		STEP G	52.5111	4,200.88	9,101.92	109,223.08
7194	SR IT ANALYST	STEP A	35.5077	2,840.61	6,154.66	73,856.01
		STEP B	37.2830	2,982.64	6,462.38	77,548.64
		STEP C	39.1472	3,131.77	6,785.51	81,426.17
		STEP D	41.1047	3,288.37	7,124.81	85,497.77
		STEP E	43.1598	3,452.78	7,481.03	89,772.38
		STEP F	45.3179	3,625.43	7,855.10	94,261.23
		STEP G	47.5836	3,806.68	8,247.82	98,973.88
7180	SR PLANNER	STEP A	41.1373	3,290.98	7,130.46	85,565.58
		STEP B	43.1942	3,455.53	7,486.99	89,843.93
		STEP C	45.3539	3,628.31	7,861.34	94,336.11
		STEP D	47.6215	3,809.72	8,254.39	99,052.72
		STEP E	50.0027	4,000.21	8,667.13	104,005.61
		STEP F	52.5029	4,200.23	9,100.50	109,206.03
		STEP G	55.1279	4,410.23	9,555.50	114,666.03
7151	SR POWER ENGINEER	STEP A	61.0097	4,880.77	10,575.01	126,900.17
		STEP B	64.0604	5,124.83	11,103.80	133,245.63
		STEP C	67.2632	5,381.05	11,658.95	139,907.45
		STEP D	70.6264	5,650.11	12,241.90	146,902.91
		STEP E	74.1577	5,932.61	12,854.00	154,248.01
		STEP F	77.8657	6,229.25	13,496.72	161,960.65
		STEP G	81.7589	6,540.71	14,171.54	170,058.51

CITY OF ROSEVILLE

SALARY SCHEDULE A

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
5555	SR POWER PLANT ENGINEER					
		STEP A	61.0097	4,880.77	10,575.01	126,900.17
		STEP B	64.0604	5,124.83	11,103.80	133,245.63
		STEP C	67.2632	5,381.05	11,658.95	139,907.45
		STEP D	70.6264	5,650.11	12,241.90	146,902.91
		STEP E	74.1577	5,932.61	12,854.00	154,248.01
		STEP F	77.8657	6,229.25	13,496.72	161,960.65
		STEP G	81.7589	6,540.71	14,171.54	170,058.51
7520	STREET MAINT SUPERINTENDENT					
		STEP A	43.5705	3,485.64	7,552.22	90,626.64
		STEP B	45.7488	3,659.90	7,929.79	95,157.50
		STEP C	48.0362	3,842.89	8,326.27	99,915.29
		STEP D	50.4382	4,035.05	8,742.62	104,911.45
		STEP E	52.9602	4,236.81	9,179.76	110,157.21
		STEP F	55.6083	4,448.66	9,638.77	115,665.26
		STEP G	58.3884	4,671.07	10,120.65	121,447.87
7522	STREET MAINT SUPERVISOR					
		STEP A	33.2846	2,662.76	5,769.33	69,231.96
		STEP B	34.9488	2,795.90	6,057.79	72,693.50
		STEP C	36.6962	2,935.69	6,360.67	76,328.09
		STEP D	38.5310	3,082.48	6,678.70	80,144.48
		STEP E	40.4576	3,236.60	7,012.65	84,151.80
		STEP F	42.4805	3,398.44	7,363.28	88,359.44
		STEP G	44.6045	3,568.36	7,731.44	92,777.36
8762	URBAN FORESTER					
		STEP A	35.5414	2,843.31	6,160.50	73,926.11
		STEP B	37.3183	2,985.46	6,468.50	77,622.06
		STEP C	39.1844	3,134.75	6,791.96	81,503.55
		STEP D	41.1436	3,291.48	7,131.55	85,578.68
		STEP E	43.2008	3,456.06	7,488.13	89,857.66
		STEP F	45.3607	3,628.85	7,862.52	94,350.25
		STEP G	47.6288	3,810.30	8,255.65	99,067.90
9047	WATER CONSERVATION ADMINSTR					
		STEP A	39.2069	3,136.55	6,795.86	81,550.35
		STEP B	41.1673	3,293.38	7,135.66	85,627.98
		STEP C	43.2256	3,458.04	7,492.43	89,909.24
		STEP D	45.3869	3,630.95	7,867.06	94,404.75
		STEP E	47.6562	3,812.49	8,260.40	99,124.89
		STEP F	50.0394	4,003.15	8,673.49	104,081.95
		STEP G	52.5411	4,203.28	9,107.12	109,285.48

CITY OF ROSEVILLE

SALARY SCHEDULE A

Appendix: X
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Effective 01/05/2019

MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
9084	WATER DISTRIBUTION SUPERVISOR					
		STEP A	35.5414	2,843.31	6,160.50	73,926.11
		STEP B	37.3184	2,985.47	6,468.52	77,622.27
		STEP C	39.1845	3,134.76	6,791.98	81,503.76
		STEP D	41.1436	3,291.48	7,131.55	85,578.68
		STEP E	43.2008	3,456.06	7,488.13	89,857.66
		STEP F	45.3607	3,628.85	7,862.52	94,350.25
		STEP G	47.6288	3,810.30	8,255.65	99,067.90
9085	WATER DISTRIBUTION SUPT					
		STEP A	42.9210	3,433.68	7,439.64	89,275.68
		STEP B	45.7417	3,659.33	7,928.56	95,142.73
		STEP C	48.0288	3,842.30	8,324.99	99,899.90
		STEP D	50.4303	4,034.42	8,741.25	104,895.02
		STEP E	52.9518	4,236.14	9,178.31	110,139.74
		STEP F	55.5995	4,447.96	9,637.24	115,646.96
		STEP G	58.3793	4,670.34	10,119.07	121,428.94
9101	WATER QUALITY LAB SUPERVISOR					
		STEP A	37.3171	2,985.36	6,468.29	77,619.56
		STEP B	39.1829	3,134.63	6,791.70	81,500.43
		STEP C	41.1421	3,291.36	7,131.29	85,575.56
		STEP D	43.1991	3,455.92	7,487.84	89,854.12
		STEP E	45.3592	3,628.73	7,862.26	94,347.13
		STEP F	47.6271	3,810.16	8,255.36	99,064.36
		STEP G	50.0083	4,000.66	8,668.10	104,017.26
9175	WATER TRMT PLT CHIEF OPERATOR					
		STEP A	42.6478	3,411.82	7,392.28	88,707.42
		STEP B	44.7803	3,582.42	7,761.91	93,143.02
		STEP C	47.0192	3,761.53	8,149.99	97,799.93
		STEP D	49.3703	3,949.62	8,557.51	102,690.22
		STEP E	51.8386	4,147.08	8,985.35	107,824.28
		STEP F	54.4307	4,354.45	9,434.65	113,215.85
		STEP G	57.1521	4,572.16	9,906.36	118,876.36
9244	WATER UTILITY MANAGER					
		STEP A	57.6313	4,610.50	9,989.42	119,873.10
		STEP B	60.5130	4,841.04	10,488.92	125,867.04
		STEP C	63.5383	5,083.06	11,013.30	132,159.66
		STEP D	66.7154	5,337.23	11,564.00	138,768.03
		STEP E	70.0510	5,604.08	12,142.17	145,706.08
		STEP F	73.5535	5,884.28	12,749.27	152,991.28
		STEP G	77.2312	6,178.49	13,386.74	160,640.89

CITY OF ROSEVILLE

SALARY SCHEDULE A

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Effective 01/05/2019

MGMT MANAGEMENT

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
8980	WSTWTR COLLECTION SUPT					
		STEP A	43.5636	3,485.08	7,551.02	90,612.28
		STEP B	45.7417	3,659.33	7,928.56	95,142.73
		STEP C	48.0288	3,842.30	8,324.99	99,899.90
		STEP D	50.4303	4,034.42	8,741.25	104,895.02
		STEP E	52.9518	4,236.14	9,178.31	110,139.74
		STEP F	55.5995	4,447.96	9,637.24	115,646.96
		STEP G	58.3793	4,670.34	10,119.07	121,428.94
8978	WSTWTR COLLECTION SUPV					
		STEP A	35.5415	2,843.32	6,160.52	73,926.32
		STEP B	37.3184	2,985.47	6,468.52	77,622.27
		STEP C	39.1845	3,134.76	6,791.98	81,503.76
		STEP D	41.1436	3,291.48	7,131.55	85,578.68
		STEP E	43.2009	3,456.07	7,488.15	89,857.87
		STEP F	45.3607	3,628.85	7,862.52	94,350.25
		STEP G	47.6288	3,810.30	8,255.65	99,067.90
9040	WSTWTR TRMT PLT CHIEF OPERATOR					
		STEP A	46.9127	3,753.01	8,131.53	97,578.41
		STEP B	49.2585	3,940.68	8,538.14	102,457.68
		STEP C	51.7211	4,137.68	8,964.99	107,579.88
		STEP D	54.3074	4,344.59	9,413.28	112,959.39
		STEP E	57.0225	4,561.80	9,883.90	118,606.80
		STEP F	59.8738	4,789.90	10,378.12	124,537.50
		STEP G	62.8673	5,029.38	10,897.00	130,763.98
9045	WSTWTR UTILITY MANAGER					
		STEP A	57.6313	4,610.50	9,989.42	119,873.10
		STEP B	60.5130	4,841.04	10,488.92	125,867.04
		STEP C	63.5383	5,083.06	11,013.30	132,159.66
		STEP D	66.7154	5,337.23	11,564.00	138,768.03
		STEP E	70.0510	5,604.08	12,142.17	145,706.08
		STEP F	73.5535	5,884.28	12,749.27	152,991.28
		STEP G	77.2312	6,178.49	13,386.74	160,640.89

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B701	ACCOUNTING SUPERVISOR					
		STEP A	42.3057	3,384.45	7,332.98	87,995.85
		STEP B	43.3500	3,468.00	7,514.00	90,168.00
		STEP C	44.4206	3,553.64	7,699.57	92,394.84
		STEP D	45.5176	3,641.40	7,889.71	94,676.60
		STEP E	46.6417	3,731.33	8,084.56	97,014.73
		STEP F	47.7936	3,823.48	8,284.22	99,410.68
		STEP G	48.9739	3,917.91	8,488.80	101,865.71
		STEP H	50.1833	4,014.66	8,698.43	104,381.26
		STEP I	51.4227	4,113.81	8,913.26	106,959.21
		STEP J	52.6926	4,215.40	9,133.38	109,600.60
		STEP K	53.9939	4,319.51	9,358.94	112,307.31
		STEP L	55.3273	4,426.18	9,590.06	115,080.78
		STEP M	56.6937	4,535.49	9,826.90	117,922.89
B853	ACCOUNTS PAYABLE SUPERVISOR					
		STEP A	40.0089	3,200.71	6,934.87	83,218.51
		STEP B	40.9966	3,279.72	7,106.07	85,272.92
		STEP C	42.0090	3,360.72	7,281.56	87,378.72
		STEP D	43.0464	3,443.71	7,461.37	89,536.51
		STEP E	44.1095	3,528.76	7,645.64	91,747.76
		STEP F	45.1989	3,615.91	7,834.47	94,013.71
		STEP G	46.3150	3,705.20	8,027.93	96,335.20
		STEP H	47.4589	3,796.71	8,226.20	98,714.51
		STEP I	48.6309	3,890.47	8,429.35	101,152.27
		STEP J	49.8319	3,986.55	8,637.52	103,650.35
		STEP K	51.0625	4,085.00	8,850.83	106,210.00
		STEP L	52.3236	4,185.88	9,069.42	108,833.08
		STEP M	53.6158	4,289.26	9,293.40	111,520.86
B702	ADMIN ANALYST I					
		STEP A	33.9261	2,714.08	5,880.52	70,566.28
		STEP B	34.7636	2,781.08	6,025.69	72,308.28
		STEP C	35.6221	2,849.76	6,174.49	74,093.96
		STEP D	36.5018	2,920.14	6,326.97	75,923.74
		STEP E	37.4033	2,992.26	6,483.23	77,798.86
		STEP F	38.3270	3,066.16	6,643.34	79,720.16
		STEP G	39.2736	3,141.88	6,807.42	81,689.08
		STEP H	40.2434	3,219.47	6,975.52	83,706.27
		STEP I	41.2373	3,298.98	7,147.79	85,773.58
		STEP J	42.2556	3,380.44	7,324.30	87,891.64
		STEP K	43.2992	3,463.93	7,505.19	90,062.33
		STEP L	44.3686	3,549.48	7,690.55	92,286.68
		STEP M	45.4643	3,637.14	7,880.47	94,565.74

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B703	ADMIN ANALYST II	STEP A	37.3189	2,985.51	6,468.60	77,623.31
		STEP B	38.2400	3,059.20	6,628.26	79,539.20
		STEP C	39.1843	3,134.74	6,791.94	81,503.34
		STEP D	40.1520	3,212.16	6,959.68	83,516.16
		STEP E	41.1436	3,291.48	7,131.55	85,578.68
		STEP F	42.1598	3,372.78	7,307.69	87,692.38
		STEP G	43.2009	3,456.07	7,488.15	89,857.87
		STEP H	44.2678	3,541.42	7,673.08	92,077.02
		STEP I	45.3610	3,628.88	7,862.57	94,350.88
		STEP J	46.4813	3,718.50	8,056.75	96,681.10
		STEP K	47.6291	3,810.32	8,255.71	99,068.52
		STEP L	48.8054	3,904.43	8,459.60	101,515.23
		STEP M	50.0107	4,000.85	8,668.52	104,022.25
B704	ALTERNATIVE TRANSP ANALYST I	STEP A	34.4335	2,754.68	5,968.47	71,621.68
		STEP B	35.2836	2,822.68	6,115.82	73,389.88
		STEP C	36.1550	2,892.40	6,266.86	75,202.40
		STEP D	37.0479	2,963.83	6,421.63	77,059.63
		STEP E	37.9629	3,037.03	6,580.23	78,962.83
		STEP F	38.9004	3,112.03	6,742.73	80,912.83
		STEP G	39.8611	3,188.88	6,909.25	82,911.08
		STEP H	40.8455	3,267.64	7,079.88	84,958.64
		STEP I	41.8542	3,348.33	7,254.72	87,056.73
		STEP J	42.8878	3,431.02	7,433.88	89,206.62
		STEP K	43.9470	3,515.76	7,617.48	91,409.76
		STEP L	45.0323	3,602.58	7,805.59	93,667.18
		STEP M	46.1444	3,691.55	7,998.36	95,980.35
B705	ALTERNATIVE TRANSP ANALYST II	STEP A	37.3189	2,985.51	6,468.60	77,623.31
		STEP B	38.2400	3,059.20	6,628.26	79,539.20
		STEP C	39.1843	3,134.74	6,791.94	81,503.34
		STEP D	40.1520	3,212.16	6,959.68	83,516.16
		STEP E	41.1436	3,291.48	7,131.55	85,578.68
		STEP F	42.1598	3,372.78	7,307.69	87,692.38
		STEP G	43.2009	3,456.07	7,488.15	89,857.87
		STEP H	44.2678	3,541.42	7,673.08	92,077.02
		STEP I	45.3610	3,628.88	7,862.57	94,350.88
		STEP J	46.4813	3,718.50	8,056.75	96,681.10
		STEP K	47.6291	3,810.32	8,255.71	99,068.52
		STEP L	48.8054	3,904.43	8,459.60	101,515.23
		STEP M	50.0107	4,000.85	8,668.52	104,022.25

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B706	ALTERNATIVE TRANSP MGR					
		STEP A	50.7532	4,060.25	8,797.22	105,566.65
		STEP B	52.0061	4,160.48	9,014.39	108,172.68
		STEP C	53.2904	4,263.23	9,237.00	110,844.03
		STEP D	54.6065	4,368.52	9,465.12	113,581.52
		STEP E	55.9550	4,476.40	9,698.86	116,386.40
		STEP F	57.3369	4,586.95	9,938.39	119,260.75
		STEP G	58.7529	4,700.23	10,183.83	122,206.03
		STEP H	60.2039	4,816.31	10,435.34	125,224.11
		STEP I	61.6907	4,935.25	10,693.05	128,316.65
		STEP J	63.2142	5,057.13	10,957.12	131,485.53
		STEP K	64.7753	5,182.02	11,227.71	134,732.62
		STEP L	66.3750	5,310.00	11,505.00	138,060.00
		STEP M	68.0142	5,441.13	11,789.12	141,469.53
B957	AMI PROJECT MANAGER					
		STEP A	49.2678	3,941.42	8,539.75	102,477.02
		STEP B	50.4841	4,038.72	8,750.57	105,006.92
		STEP C	51.7308	4,138.46	8,966.67	107,600.06
		STEP D	53.0084	4,240.67	9,188.12	110,257.47
		STEP E	54.3174	4,345.39	9,415.01	112,980.19
		STEP F	55.6588	4,452.70	9,647.52	115,770.30
		STEP G	57.0334	4,562.67	9,885.78	118,629.47
		STEP H	58.4419	4,675.35	10,129.92	121,559.15
		STEP I	59.8852	4,790.81	10,380.10	124,561.21
		STEP J	61.3641	4,909.12	10,636.44	127,637.32
		STEP K	62.8796	5,030.36	10,899.13	130,789.56
		STEP L	64.4325	5,154.60	11,168.30	134,019.60
		STEP M	66.0237	5,281.89	11,444.10	137,329.29
B711	ASST CITY ATTORNEY					
		STEP A	74.8557	5,988.45	12,974.98	155,699.85
		STEP B	76.7035	6,136.28	13,295.27	159,543.28
		STEP C	78.5978	6,287.82	13,623.61	163,483.42
		STEP D	80.5388	6,443.10	13,960.05	167,520.70
		STEP E	82.5278	6,602.22	14,304.81	171,657.82
		STEP F	84.5659	6,765.27	14,658.08	175,897.07
		STEP G	86.6544	6,932.35	15,020.09	180,241.15
		STEP H	88.7944	7,103.55	15,391.02	184,692.35
		STEP I	90.9872	7,278.97	15,771.11	189,253.37
		STEP J	93.2343	7,458.74	16,160.61	193,927.34
		STEP K	95.5368	7,642.94	16,559.71	198,716.54
		STEP L	97.8962	7,831.69	16,968.67	203,624.09
		STEP M	100.3138	8,025.10	17,387.72	208,652.70

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B712	ASST CITY CLERK	STEP A	36.4809	2,918.47	6,323.35	75,880.27
		STEP B	37.3814	2,990.51	6,479.44	77,753.31
		STEP C	38.3046	3,064.36	6,639.46	79,673.56
		STEP D	39.2506	3,140.04	6,803.43	81,641.24
		STEP E	40.2199	3,217.59	6,971.44	83,657.39
		STEP F	41.2132	3,297.05	7,143.62	85,723.45
		STEP G	42.2310	3,378.48	7,320.04	87,840.48
		STEP H	43.2739	3,461.91	7,500.80	90,009.71
		STEP I	44.3426	3,547.40	7,686.05	92,232.60
		STEP J	45.4377	3,635.01	7,875.86	94,510.41
		STEP K	46.5598	3,724.78	8,070.36	96,844.38
		STEP L	47.7097	3,816.77	8,269.68	99,236.17
		STEP M	48.8879	3,911.03	8,473.90	101,686.83
B707	ASST CITY MANAGER	STEP A	75.5630	6,045.04	13,097.58	157,171.04
		STEP B	77.4283	6,194.26	13,420.90	161,050.86
		STEP C	79.3405	6,347.24	13,752.35	165,028.24
		STEP D	81.2999	6,503.99	14,091.98	169,103.79
		STEP E	83.3077	6,664.61	14,440.00	173,280.01
		STEP F	85.3650	6,829.20	14,796.60	177,559.20
		STEP G	87.4733	6,997.86	15,162.03	181,944.46
		STEP H	89.6334	7,170.67	15,536.45	186,437.47
		STEP I	91.8470	7,347.76	15,920.14	191,041.76
		STEP J	94.1153	7,529.22	16,313.31	195,759.82
		STEP K	96.4396	7,715.16	16,716.19	200,594.36
		STEP L	98.8213	7,905.70	17,129.02	205,548.30
		STEP M	101.2617	8,100.93	17,552.02	210,624.33
B708	ASST ELEC UTIL DIRECTOR	STEP A	79.2844	6,342.75	13,742.62	164,911.55
		STEP B	81.2417	6,499.33	14,081.89	168,982.73
		STEP C	83.2480	6,659.84	14,429.65	173,155.84
		STEP D	85.3038	6,824.30	14,785.99	177,431.90
		STEP E	87.4105	6,992.84	15,151.15	181,813.84
		STEP F	89.5693	7,165.54	15,525.34	186,304.14
		STEP G	91.7812	7,342.49	15,908.74	190,904.89
		STEP H	94.0479	7,523.83	16,301.63	195,619.63
		STEP I	96.3704	7,709.63	16,704.20	200,450.43
		STEP J	98.7504	7,900.03	17,116.73	205,400.83
		STEP K	101.1892	8,095.13	17,539.46	210,473.53
		STEP L	103.6881	8,295.04	17,972.60	215,671.24
		STEP M	106.2488	8,499.90	18,416.45	220,997.50

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B709	ASST EU DIRECTOR	STEP A	63.3944	5,071.55	10,988.36	131,860.35
		STEP B	64.9591	5,196.72	11,259.57	135,114.92
		STEP C	66.5634	5,325.07	11,537.65	138,451.87
		STEP D	68.2072	5,456.57	11,822.58	141,870.97
		STEP E	69.8916	5,591.32	12,114.54	145,374.52
		STEP F	71.6177	5,729.41	12,413.73	148,964.81
		STEP G	73.3863	5,870.90	12,720.29	152,643.50
		STEP H	75.1987	6,015.89	13,034.44	156,413.29
		STEP I	77.0558	6,164.46	13,356.33	160,276.06
		STEP J	78.9588	6,316.70	13,686.19	164,234.30
		STEP K	80.9087	6,472.69	14,024.17	168,290.09
		STEP L	82.9069	6,632.55	14,370.52	172,446.35
		STEP M	84.9544	6,796.35	14,725.42	176,705.15
B713	ASST FIRE CHIEF	STEP A	62.4844	4,998.75	10,830.62	129,967.55
		STEP B	64.0268	5,122.14	11,097.97	133,175.74
		STEP C	65.6080	5,248.64	11,372.05	136,464.64
		STEP D	67.2283	5,378.26	11,652.90	139,834.86
		STEP E	68.8886	5,511.08	11,940.69	143,288.28
		STEP F	70.5898	5,647.18	12,235.56	146,826.78
		STEP G	72.3331	5,786.64	12,537.73	150,452.84
		STEP H	74.1194	5,929.55	12,847.36	154,168.35
		STEP I	75.9499	6,075.99	13,164.64	157,975.79
		STEP J	77.8256	6,226.04	13,489.77	161,877.24
		STEP K	79.7476	6,379.80	13,822.91	165,875.00
		STEP L	81.7170	6,537.36	14,164.28	169,971.36
		STEP M	83.7351	6,698.80	14,514.08	174,169.00
B845	ASST HUMAN RESOURCES DIRECTOR	STEP A	51.2305	4,098.44	8,879.95	106,559.44
		STEP B	52.4952	4,199.61	9,099.16	109,190.01
		STEP C	53.7916	4,303.32	9,323.87	111,886.52
		STEP D	55.1201	4,409.60	9,554.15	114,649.80
		STEP E	56.4813	4,518.50	9,790.09	117,481.10
		STEP F	57.8761	4,630.08	10,031.85	120,382.28
		STEP G	59.3055	4,744.44	10,279.62	123,355.44
		STEP H	60.7701	4,861.60	10,533.48	126,401.80
		STEP I	62.2708	4,981.66	10,793.60	129,523.26
		STEP J	63.8086	5,104.68	11,060.15	132,721.88
		STEP K	65.3844	5,230.75	11,333.29	135,999.55
		STEP L	66.9992	5,359.93	11,613.19	139,358.33
		STEP M	68.6539	5,492.31	11,900.00	142,800.11

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B710	ASST POLICE CHIEF	STEP A	69.3658	5,549.26	12,023.40	144,280.86
		STEP B	71.0781	5,686.24	12,320.20	147,842.44
		STEP C	72.8334	5,826.67	12,624.45	151,493.47
		STEP D	74.6321	5,970.56	12,936.23	155,234.76
		STEP E	76.4752	6,118.01	13,255.70	159,068.41
		STEP F	78.3639	6,269.11	13,583.07	162,996.91
		STEP G	80.2991	6,423.92	13,918.51	167,022.12
		STEP H	82.2822	6,582.57	14,262.24	171,146.97
		STEP I	84.3143	6,745.14	14,614.47	175,373.74
		STEP J	86.3965	6,911.72	14,975.39	179,704.72
		STEP K	88.5301	7,082.40	15,345.21	184,142.60
		STEP L	90.7165	7,257.32	15,724.19	188,690.32
		STEP M	92.9568	7,436.54	16,112.51	193,350.14
B714	BILLING SERVICES MANAGER	STEP A	46.4600	3,716.80	8,053.06	96,636.80
		STEP B	47.6069	3,808.55	8,251.86	99,022.35
		STEP C	48.7826	3,902.60	8,455.65	101,467.80
		STEP D	49.9873	3,998.98	8,664.46	103,973.58
		STEP E	51.2218	4,097.74	8,878.44	106,541.34
		STEP F	52.4868	4,198.94	9,097.71	109,172.54
		STEP G	53.7830	4,302.64	9,322.38	111,868.64
		STEP H	55.1112	4,408.89	9,552.60	114,631.29
		STEP I	56.4723	4,517.78	9,788.53	117,462.38
		STEP J	57.8669	4,629.35	10,030.26	120,363.15
		STEP K	59.2960	4,743.68	10,277.97	123,335.68
		STEP L	60.7604	4,860.83	10,531.80	126,381.63
		STEP M	62.2609	4,980.87	10,791.88	129,502.67
B715	BLDG INSPECTION SUPERVISOR	STEP A	41.1373	3,290.98	7,130.46	85,565.58
		STEP B	42.1528	3,372.22	7,306.48	87,677.82
		STEP C	43.1938	3,455.50	7,486.92	89,843.10
		STEP D	44.2606	3,540.84	7,671.83	92,062.04
		STEP E	45.3536	3,628.28	7,861.29	94,335.48
		STEP F	46.4736	3,717.88	8,055.42	96,665.08
		STEP G	47.6214	3,809.71	8,254.37	99,052.51
		STEP H	48.7974	3,903.79	8,458.21	101,498.59
		STEP I	50.0024	4,000.19	8,667.08	104,004.99
		STEP J	51.2374	4,098.99	8,881.14	106,573.79
		STEP K	52.5027	4,200.21	9,100.46	109,205.61
		STEP L	53.7993	4,303.94	9,325.21	111,902.54
		STEP M	55.1279	4,410.23	9,555.50	114,666.03

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B717	BLDG OFFICIAL	STEP A	51.5014	4,120.11	8,926.90	107,122.91
		STEP B	52.7727	4,221.81	9,147.26	109,767.21
		STEP C	54.0760	4,326.08	9,373.17	112,478.08
		STEP D	55.4114	4,432.91	9,604.64	115,255.71
		STEP E	56.7799	4,542.39	9,841.84	118,102.19
		STEP F	58.1821	4,654.56	10,084.89	121,018.76
		STEP G	59.6190	4,769.52	10,333.96	124,007.52
		STEP H	61.0913	4,887.30	10,589.15	127,069.90
		STEP I	62.6000	5,008.00	10,850.66	130,208.00
		STEP J	64.1460	5,131.68	11,118.64	133,423.68
		STEP K	65.7302	5,258.41	11,393.23	136,718.81
		STEP L	67.3534	5,388.27	11,674.58	140,095.07
		STEP M	69.0168	5,521.34	11,962.91	143,554.94
B718	BUDGET ANALYST I	STEP A	35.1221	2,809.76	6,087.83	73,053.96
		STEP B	35.9890	2,879.12	6,238.09	74,857.12
		STEP C	36.8778	2,950.22	6,392.15	76,705.82
		STEP D	37.7886	3,023.08	6,550.02	78,600.28
		STEP E	38.7218	3,097.74	6,711.77	80,541.34
		STEP F	39.6780	3,174.24	6,877.52	82,530.24
		STEP G	40.6579	3,252.63	7,047.36	84,568.43
		STEP H	41.6620	3,332.96	7,221.41	86,656.96
		STEP I	42.6909	3,415.27	7,399.75	88,797.07
		STEP J	43.7451	3,499.60	7,582.48	90,989.80
		STEP K	44.8255	3,586.04	7,769.75	93,237.04
		STEP L	45.9325	3,674.60	7,961.63	95,539.60
		STEP M	47.0669	3,765.35	8,158.26	97,899.15
B719	BUDGET ANALYST II	STEP A	38.0646	3,045.16	6,597.86	79,174.36
		STEP B	39.0042	3,120.33	6,760.72	81,128.73
		STEP C	39.9675	3,197.40	6,927.70	83,132.40
		STEP D	40.9545	3,276.36	7,098.78	85,185.36
		STEP E	41.9660	3,357.28	7,274.10	87,289.28
		STEP F	43.0023	3,440.18	7,453.73	89,444.78
		STEP G	44.0643	3,525.14	7,637.81	91,653.74
		STEP H	45.1525	3,612.20	7,826.43	93,917.20
		STEP I	46.2676	3,701.40	8,019.71	96,236.60
		STEP J	47.4102	3,792.81	8,217.76	98,613.21
		STEP K	48.5811	3,886.48	8,420.72	101,048.68
		STEP L	49.7808	3,982.46	8,628.67	103,544.06
		STEP M	51.0102	4,080.81	8,841.76	106,101.21

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B720	BUDGET MANAGER					
		STEP A	46.4600	3,716.80	8,053.06	96,636.80
		STEP B	47.6069	3,808.55	8,251.86	99,022.35
		STEP C	48.7826	3,902.60	8,455.65	101,467.80
		STEP D	49.9873	3,998.98	8,664.46	103,973.58
		STEP E	51.2218	4,097.74	8,878.44	106,541.34
		STEP F	52.4868	4,198.94	9,097.71	109,172.54
		STEP G	53.7830	4,302.64	9,322.38	111,868.64
		STEP H	55.1112	4,408.89	9,552.60	114,631.29
		STEP I	56.4723	4,517.78	9,788.53	117,462.38
		STEP J	57.8669	4,629.35	10,030.26	120,363.15
		STEP K	59.2960	4,743.68	10,277.97	123,335.68
		STEP L	60.7604	4,860.83	10,531.80	126,381.63
		STEP M	62.2609	4,980.87	10,791.88	129,502.67
B723	CHIEF FINANCIAL OFFICER					
		STEP A	71.8515	5,748.12	12,454.26	149,451.12
		STEP B	73.6252	5,890.01	12,761.70	153,140.41
		STEP C	75.4434	6,035.47	13,076.85	156,922.27
		STEP D	77.3066	6,184.52	13,399.81	160,797.72
		STEP E	79.2158	6,337.26	13,730.73	164,768.86
		STEP F	81.1721	6,493.76	14,069.83	168,837.96
		STEP G	83.1767	6,654.13	14,417.29	173,007.53
		STEP H	85.2308	6,818.46	14,773.33	177,280.06
		STEP I	87.3357	6,986.85	15,138.18	181,658.25
		STEP J	89.4925	7,159.40	15,512.03	186,144.40
		STEP K	91.7026	7,336.20	15,895.11	190,741.40
		STEP L	93.9673	7,517.38	16,287.66	195,451.98
		STEP M	96.2879	7,703.03	16,689.90	200,278.83
B724	CHIEF INFORMATION OFFICER					
		STEP A	62.2090	4,976.72	10,782.89	129,394.72
		STEP B	63.7448	5,099.58	11,049.09	132,589.18
		STEP C	65.3191	5,225.52	11,321.97	135,863.72
		STEP D	66.9322	5,354.57	11,601.58	139,218.97
		STEP E	68.5851	5,486.80	11,888.08	142,657.00
		STEP F	70.2789	5,622.31	12,181.67	146,180.11
		STEP G	72.0144	5,761.15	12,482.49	149,789.95
		STEP H	73.7929	5,903.43	12,790.76	153,489.23
		STEP I	75.6154	6,049.23	13,106.66	157,280.03
		STEP J	77.4828	6,198.62	13,430.35	161,164.22
		STEP K	79.3963	6,351.70	13,762.02	165,144.30
		STEP L	81.3570	6,508.56	14,101.88	169,222.56
		STEP M	83.3662	6,669.29	14,450.14	173,401.69

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B725	CITY CLERK	STEP A	50.4788	4,038.30	8,749.65	104,995.90
		STEP B	51.7254	4,138.03	8,965.73	107,588.83
		STEP C	53.0029	4,240.23	9,187.16	110,246.03
		STEP D	54.3117	4,344.93	9,414.02	112,968.33
		STEP E	55.6530	4,452.24	9,646.52	115,758.24
		STEP F	57.0275	4,562.20	9,884.76	118,617.20
		STEP G	58.4358	4,674.86	10,128.87	121,546.46
		STEP H	59.8790	4,790.32	10,379.02	124,548.32
		STEP I	61.3577	4,908.61	10,635.33	127,624.01
		STEP J	62.8730	5,029.84	10,897.98	130,775.84
		STEP K	64.4258	5,154.06	11,167.13	134,005.66
		STEP L	66.0167	5,281.33	11,442.89	137,314.73
		STEP M	67.6471	5,411.76	11,725.49	140,705.96
B726	CITY LIBRARIAN	STEP A	44.3132	3,545.05	7,680.95	92,171.45
		STEP B	45.4075	3,632.60	7,870.63	94,447.60
		STEP C	46.5289	3,722.31	8,065.00	96,780.11
		STEP D	47.6781	3,814.24	8,264.20	99,170.44
		STEP E	48.8556	3,908.44	8,468.30	101,619.64
		STEP F	50.0620	4,004.96	8,677.41	104,128.96
		STEP G	51.2984	4,103.87	8,891.72	106,700.67
		STEP H	52.5652	4,205.21	9,111.30	109,335.61
		STEP I	53.8633	4,309.06	9,336.30	112,035.66
		STEP J	55.1936	4,415.48	9,566.89	114,802.68
		STEP K	56.5567	4,524.53	9,803.16	117,637.93
		STEP L	57.9533	4,636.26	10,045.23	120,542.86
		STEP M	59.3846	4,750.76	10,293.33	123,519.96
B962	CODE ENFORCEMENT SUPERVISOR	STEP A	37.0629	2,965.03	6,424.23	77,090.83
		STEP B	37.9778	3,038.22	6,582.81	78,993.82
		STEP C	38.9157	3,113.25	6,745.38	80,944.65
		STEP D	39.8767	3,190.13	6,911.96	82,943.53
		STEP E	40.8615	3,268.92	7,082.66	84,991.92
		STEP F	41.8706	3,349.64	7,257.57	87,090.84
		STEP G	42.9047	3,432.37	7,436.81	89,241.77
		STEP H	43.9643	3,517.14	7,620.47	91,445.74
		STEP I	45.0500	3,604.00	7,808.66	93,704.00
		STEP J	46.1626	3,693.00	8,001.51	96,018.20
		STEP K	47.3026	3,784.20	8,199.11	98,389.40
		STEP L	48.4708	3,877.66	8,401.60	100,819.26
		STEP M	49.6678	3,973.42	8,609.08	103,309.02

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B852	CONTROLLER	STEP A	48.7830	3,902.64	8,455.72	101,468.64
		STEP B	49.9872	3,998.97	8,664.44	103,973.37
		STEP C	51.2217	4,097.73	8,878.42	106,541.13
		STEP D	52.4867	4,198.93	9,097.69	109,172.33
		STEP E	53.7829	4,302.63	9,322.36	111,868.43
		STEP F	55.1111	4,408.88	9,552.59	114,631.08
		STEP G	56.4721	4,517.76	9,788.49	117,461.96
		STEP H	57.8668	4,629.34	10,030.24	120,362.94
		STEP I	59.2958	4,743.66	10,277.93	123,335.26
		STEP J	60.7602	4,860.81	10,531.76	126,381.21
		STEP K	62.2607	4,980.85	10,791.85	129,502.25
		STEP L	63.7983	5,103.86	11,058.37	132,700.46
		STEP M	65.3739	5,229.91	11,331.47	135,977.71
B963	DEPT GOVERNMT RELATIONS ADMSTR	STEP A	44.7823	3,582.58	7,762.26	93,147.18
		STEP B	45.8877	3,671.01	7,953.86	95,446.41
		STEP C	47.0209	3,761.67	8,150.28	97,803.47
		STEP D	48.1822	3,854.57	8,351.58	100,218.97
		STEP E	49.3721	3,949.76	8,557.83	102,693.96
		STEP F	50.5914	4,047.31	8,769.17	105,230.11
		STEP G	51.8408	4,147.26	8,985.73	107,828.86
		STEP H	53.1210	4,249.68	9,207.64	110,491.68
		STEP I	54.4329	4,354.63	9,435.03	113,220.43
		STEP J	55.7772	4,462.17	9,668.04	116,016.57
		STEP K	57.1547	4,572.37	9,906.81	118,881.77
		STEP L	58.5662	4,685.29	10,151.47	121,817.69
		STEP M	60.0125	4,801.00	10,402.16	124,826.00
B728	DEPT PUBLIC INFO OFFICER	STEP A	39.0878	3,127.02	6,775.21	81,302.62
		STEP B	40.0530	3,204.24	6,942.52	83,310.24
		STEP C	41.0420	3,283.36	7,113.94	85,367.36
		STEP D	42.0556	3,364.44	7,289.63	87,475.64
		STEP E	43.0943	3,447.54	7,469.67	89,636.14
		STEP F	44.1585	3,532.68	7,654.14	91,849.68
		STEP G	45.2490	3,619.92	7,843.16	94,117.92
		STEP H	46.3665	3,709.32	8,036.86	96,442.32
		STEP I	47.5116	3,800.92	8,235.34	98,824.12
		STEP J	48.6849	3,894.79	8,438.71	101,264.59
		STEP K	49.8873	3,990.98	8,647.13	103,765.58
		STEP L	51.1192	4,089.53	8,860.66	106,327.93
		STEP M	52.3817	4,190.53	9,079.49	108,953.93

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B729	DEPUTY CITY ATTORNEY I					
		STEP A	53.7951	4,303.60	9,324.48	111,893.80
		STEP B	55.1230	4,409.84	9,554.65	114,655.84
		STEP C	56.4843	4,518.74	9,790.61	117,487.34
		STEP D	57.8793	4,630.34	10,032.41	120,388.94
		STEP E	59.3086	4,744.68	10,280.15	123,361.88
		STEP F	60.7733	4,861.86	10,534.03	126,408.46
		STEP G	62.2742	4,981.93	10,794.19	129,530.33
		STEP H	63.8121	5,104.96	11,060.76	132,729.16
		STEP I	65.3880	5,231.04	11,333.92	136,007.04
		STEP J	67.0028	5,360.22	11,613.81	139,365.82
		STEP K	68.6575	5,492.60	11,900.63	142,807.60
		STEP L	70.3531	5,628.24	12,194.53	146,334.44
		STEP M	72.0905	5,767.24	12,495.68	149,948.24
B730	DEPUTY CITY ATTORNEY II					
		STEP A	59.1746	4,733.96	10,256.93	123,083.16
		STEP B	60.6353	4,850.82	10,510.11	126,121.42
		STEP C	62.1328	4,970.62	10,769.68	129,236.22
		STEP D	63.6672	5,093.37	11,035.64	132,427.77
		STEP E	65.2395	5,219.16	11,308.18	135,698.16
		STEP F	66.8507	5,348.05	11,587.45	139,049.45
		STEP G	68.5016	5,480.12	11,873.61	142,483.32
		STEP H	70.1933	5,615.46	12,166.83	146,002.06
		STEP I	71.9268	5,754.14	12,467.31	149,607.74
		STEP J	73.7031	5,896.24	12,775.20	153,302.44
		STEP K	75.5233	6,041.86	13,090.70	157,088.46
		STEP L	77.3884	6,191.07	13,413.98	160,967.87
		STEP M	79.2996	6,343.96	13,745.26	164,943.16
B731	DEPUTY CITY MANAGER					
		STEP A	56.6293	4,530.34	9,815.74	117,788.94
		STEP B	58.0272	4,642.17	10,058.04	120,696.57
		STEP C	59.4603	4,756.82	10,306.45	123,677.42
		STEP D	60.9287	4,874.29	10,560.97	126,731.69
		STEP E	62.4334	4,994.67	10,821.78	129,861.47
		STEP F	63.9752	5,118.01	11,089.03	133,068.41
		STEP G	65.5552	5,244.41	11,362.90	136,354.81
		STEP H	67.1741	5,373.92	11,643.51	139,722.12
		STEP I	68.8331	5,506.64	11,931.07	143,172.84
		STEP J	70.5330	5,642.64	12,225.72	146,708.64
		STEP K	72.2749	5,781.99	12,527.64	150,331.79
		STEP L	74.0598	5,924.78	12,837.03	154,044.38
		STEP M	75.8887	6,071.09	13,154.04	157,848.49

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B732	DEVELOPMENT ANALYST I					
		STEP A	33.9261	2,714.08	5,880.52	70,566.28
		STEP B	34.7636	2,781.08	6,025.69	72,308.28
		STEP C	35.6221	2,849.76	6,174.49	74,093.96
		STEP D	36.5018	2,920.14	6,326.97	75,923.74
		STEP E	37.4033	2,992.26	6,483.23	77,798.86
		STEP F	38.3270	3,066.16	6,643.34	79,720.16
		STEP G	39.2736	3,141.88	6,807.42	81,689.08
		STEP H	40.2434	3,219.47	6,975.52	83,706.27
		STEP I	41.2373	3,298.98	7,147.79	85,773.58
		STEP J	42.2556	3,380.44	7,324.30	87,891.64
		STEP K	43.2992	3,463.93	7,505.19	90,062.33
		STEP L	44.3686	3,549.48	7,690.55	92,286.68
		STEP M	45.4643	3,637.14	7,880.47	94,565.74
B733	DEVELOPMENT ANALYST II					
		STEP A	37.3189	2,985.51	6,468.60	77,623.31
		STEP B	38.2400	3,059.20	6,628.26	79,539.20
		STEP C	39.1843	3,134.74	6,791.94	81,503.34
		STEP D	40.1520	3,212.16	6,959.68	83,516.16
		STEP E	41.1436	3,291.48	7,131.55	85,578.68
		STEP F	42.1598	3,372.78	7,307.69	87,692.38
		STEP G	43.2009	3,456.07	7,488.15	89,857.87
		STEP H	44.2678	3,541.42	7,673.08	92,077.02
		STEP I	45.3610	3,628.88	7,862.57	94,350.88
		STEP J	46.4813	3,718.50	8,056.75	96,681.10
		STEP K	47.6291	3,810.32	8,255.71	99,068.52
		STEP L	48.8054	3,904.43	8,459.60	101,515.23
		STEP M	50.0107	4,000.85	8,668.52	104,022.25
B950	DEVELOPMENT SERVICES ADMINISTR					
		STEP A	41.1373	3,290.98	7,130.46	85,565.58
		STEP B	42.1528	3,372.22	7,306.48	87,677.82
		STEP C	43.1938	3,455.50	7,486.92	89,843.10
		STEP D	44.2606	3,540.84	7,671.83	92,062.04
		STEP E	45.3536	3,628.28	7,861.29	94,335.48
		STEP F	46.4736	3,717.88	8,055.42	96,665.08
		STEP G	47.6214	3,809.71	8,254.37	99,052.51
		STEP H	48.7974	3,903.79	8,458.21	101,498.59
		STEP I	50.0024	4,000.19	8,667.08	104,004.99
		STEP J	51.2374	4,098.99	8,881.14	106,573.79
		STEP K	52.5027	4,200.21	9,100.46	109,205.61
		STEP L	53.7993	4,303.94	9,325.21	111,902.54
		STEP M	55.1279	4,410.23	9,555.50	114,666.03

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B734	DEVELOPMENT SERVICES DIRECTOR	STEP A	68.5341	5,482.72	11,879.24	142,550.92
		STEP B	70.2260	5,618.08	12,172.50	146,070.08
		STEP C	71.9603	5,756.82	12,473.11	149,677.42
		STEP D	73.7374	5,898.99	12,781.14	153,373.79
		STEP E	75.5584	6,044.67	13,096.78	157,161.47
		STEP F	77.4244	6,193.95	13,420.22	161,042.75
		STEP G	79.3365	6,346.92	13,751.66	165,019.92
		STEP H	81.2958	6,503.66	14,091.27	169,095.26
		STEP I	83.3035	6,664.28	14,439.27	173,271.28
		STEP J	85.3607	6,828.85	14,795.85	177,550.25
		STEP K	87.4689	6,997.51	15,161.27	181,935.31
		STEP L	89.6289	7,170.31	15,535.67	186,428.11
		STEP M	91.8424	7,347.39	15,919.34	191,032.19
B735	DEVELOPMENT SERVICES MANAGER	STEP A	56.6293	4,530.34	9,815.74	117,788.94
		STEP B	58.0272	4,642.17	10,058.04	120,696.57
		STEP C	59.4603	4,756.82	10,306.45	123,677.42
		STEP D	60.9287	4,874.29	10,560.97	126,731.69
		STEP E	62.4334	4,994.67	10,821.78	129,861.47
		STEP F	63.9752	5,118.01	11,089.03	133,068.41
		STEP G	65.5552	5,244.41	11,362.90	136,354.81
		STEP H	67.1741	5,373.92	11,643.51	139,722.12
		STEP I	68.8331	5,506.64	11,931.07	143,172.84
		STEP J	70.5330	5,642.64	12,225.72	146,708.64
		STEP K	72.2749	5,781.99	12,527.64	150,331.79
		STEP L	74.0598	5,924.78	12,837.03	154,044.38
		STEP M	75.8887	6,071.09	13,154.04	157,848.49
B736	ECONOMIC DEVELOPMENT DIRECTOR	STEP A	65.9539	5,276.31	11,432.00	137,184.11
		STEP B	67.5822	5,406.57	11,714.24	140,570.97
		STEP C	69.2512	5,540.09	12,003.54	144,042.49
		STEP D	70.9614	5,676.91	12,299.97	147,599.71
		STEP E	72.7139	5,817.11	12,603.74	151,244.91
		STEP F	74.5097	5,960.77	12,915.01	154,980.17
		STEP G	76.3498	6,107.98	13,233.96	158,807.58
		STEP H	78.2352	6,258.81	13,560.76	162,729.21
		STEP I	80.1674	6,413.39	13,895.68	166,748.19
		STEP J	82.1471	6,571.76	14,238.83	170,865.96
		STEP K	84.1759	6,734.07	14,590.48	175,085.87
		STEP L	86.2547	6,900.37	14,950.81	179,409.77
		STEP M	88.3848	7,070.78	15,320.03	183,840.38

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B964	ECONOMIC DEVELOPMENT SUPV					
		STEP A	44.3132	3,545.05	7,680.95	92,171.45
		STEP B	45.4075	3,632.60	7,870.63	94,447.60
		STEP C	46.5289	3,722.31	8,065.00	96,780.11
		STEP D	47.6781	3,814.24	8,264.20	99,170.44
		STEP E	48.8556	3,908.44	8,468.30	101,619.64
		STEP F	50.0620	4,004.96	8,677.41	104,128.96
		STEP G	51.2984	4,103.87	8,891.72	106,700.67
		STEP H	52.5652	4,205.21	9,111.30	109,335.61
		STEP I	53.8633	4,309.06	9,336.30	112,035.66
		STEP J	55.1936	4,415.48	9,566.89	114,802.68
		STEP K	56.5567	4,524.53	9,803.16	117,637.93
		STEP L	57.9533	4,636.26	10,045.23	120,542.86
		STEP M	59.3846	4,750.76	10,293.33	123,519.96
B738	ELECTRIC BUSINESS ANALYST I					
		STEP A	40.0932	3,207.45	6,949.48	83,393.85
		STEP B	41.0828	3,286.62	7,121.01	85,452.22
		STEP C	42.0974	3,367.79	7,296.88	87,562.59
		STEP D	43.1371	3,450.96	7,477.09	89,725.16
		STEP E	44.2024	3,536.19	7,661.74	91,940.99
		STEP F	45.2940	3,623.52	7,850.96	94,211.52
		STEP G	46.4127	3,713.01	8,044.86	96,538.41
		STEP H	47.5588	3,804.70	8,243.52	98,922.30
		STEP I	48.7334	3,898.67	8,447.12	101,365.47
		STEP J	49.9369	3,994.95	8,655.72	103,868.75
		STEP K	51.1701	4,093.60	8,869.48	106,433.80
		STEP L	52.4338	4,194.70	9,088.52	109,062.30
		STEP M	53.7287	4,298.29	9,312.97	111,755.69
B739	ELECTRIC BUSINESS ANALYST II					
		STEP A	44.1064	3,528.51	7,645.10	91,741.31
		STEP B	45.1953	3,615.62	7,833.85	94,006.22
		STEP C	46.3115	3,704.92	8,027.32	96,327.92
		STEP D	47.4551	3,796.40	8,225.55	98,706.60
		STEP E	48.6271	3,890.16	8,428.69	101,144.36
		STEP F	49.8280	3,986.24	8,636.85	103,642.24
		STEP G	51.0585	4,084.68	8,850.14	106,201.68
		STEP H	52.3195	4,185.56	9,068.71	108,824.56
		STEP I	53.6116	4,288.92	9,292.67	111,512.12
		STEP J	54.9356	4,394.84	9,522.17	114,266.04
		STEP K	56.2923	4,503.38	9,757.33	117,087.98
		STEP L	57.6824	4,614.59	9,998.28	119,979.39
		STEP M	59.1070	4,728.56	10,245.21	122,942.56

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B740	ELECTRIC COMPLIANCE ANALYST					
		STEP A	45.9213	3,673.70	7,959.69	95,516.30
		STEP B	47.0548	3,764.38	8,156.16	97,873.98
		STEP C	48.2169	3,857.35	8,357.59	100,291.15
		STEP D	49.4077	3,952.61	8,564.00	102,768.01
		STEP E	50.6279	4,050.23	8,775.50	105,306.03
		STEP F	51.8782	4,150.25	8,992.22	107,906.65
		STEP G	53.1593	4,252.74	9,214.27	110,571.34
		STEP H	54.4722	4,357.77	9,441.84	113,302.17
		STEP I	55.8175	4,465.40	9,675.03	116,100.40
		STEP J	57.1959	4,575.67	9,913.95	118,967.47
		STEP K	58.6084	4,688.67	10,158.78	121,905.47
		STEP L	60.0558	4,804.46	10,409.67	124,916.06
		STEP M	61.5389	4,923.11	10,666.74	128,000.91
B941	ELECTRIC CUSTOMR PROGRAMS SUPV					
		STEP A	55.8630	4,469.04	9,682.92	116,195.04
		STEP B	57.2418	4,579.34	9,921.91	119,062.94
		STEP C	58.6555	4,692.44	10,166.95	122,003.44
		STEP D	60.1040	4,808.32	10,418.02	125,016.32
		STEP E	61.5883	4,927.06	10,675.30	128,103.66
		STEP F	63.1093	5,048.74	10,938.94	131,267.34
		STEP G	64.6679	5,173.43	11,209.10	134,509.23
		STEP H	66.2649	5,301.19	11,485.91	137,830.99
		STEP I	67.9014	5,432.11	11,769.57	141,234.91
		STEP J	69.5783	5,566.26	12,060.23	144,722.86
		STEP K	71.2966	5,703.72	12,358.07	148,296.92
		STEP L	73.0574	5,844.59	12,663.28	151,959.39
		STEP M	74.8616	5,988.92	12,976.01	155,712.12
B741	ELECTRIC ENGINEERING TECH SUPV					
		STEP A	48.8082	3,904.65	8,460.08	101,521.05
		STEP B	50.0129	4,001.03	8,668.90	104,026.83
		STEP C	51.2481	4,099.84	8,883.00	106,596.04
		STEP D	52.5137	4,201.09	9,102.37	109,228.49
		STEP E	53.8106	4,304.84	9,327.17	111,926.04
		STEP F	55.1395	4,411.16	9,557.51	114,690.16
		STEP G	56.5013	4,520.10	9,793.55	117,522.70
		STEP H	57.8966	4,631.72	10,035.41	120,424.92
		STEP I	59.3264	4,746.11	10,283.24	123,398.91
		STEP J	60.7915	4,863.32	10,537.19	126,446.32
		STEP K	62.2928	4,983.42	10,797.41	129,569.02
		STEP L	63.8312	5,106.49	11,064.07	132,768.89
		STEP M	65.4076	5,232.60	11,337.31	136,047.80

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B743	ELECTRIC OPERATIONS MANAGER					
		STEP A	68.9362	5,514.89	11,948.94	143,387.29
		STEP B	70.6379	5,651.03	12,243.90	146,926.83
		STEP C	72.3824	5,790.59	12,546.28	150,555.39
		STEP D	74.1699	5,933.59	12,856.11	154,273.39
		STEP E	76.0016	6,080.12	13,173.61	158,083.32
		STEP F	77.8785	6,230.28	13,498.94	161,987.28
		STEP G	79.8018	6,384.14	13,832.31	165,987.74
		STEP H	81.7726	6,541.80	14,173.91	170,087.00
		STEP I	83.7921	6,703.36	14,523.96	174,287.56
		STEP J	85.8614	6,868.91	14,882.64	178,591.71
		STEP K	87.9818	7,038.54	15,250.17	183,002.14
		STEP L	90.1546	7,212.36	15,626.79	187,521.56
		STEP M	92.3811	7,390.48	16,012.72	192,152.68
B945	ELECTRIC OPERATIONS SUPERVISOR					
		STEP A	62.6703	5,013.62	10,862.85	130,354.22
		STEP B	64.2173	5,137.38	11,131.00	133,571.98
		STEP C	65.8032	5,264.25	11,405.88	136,870.65
		STEP D	67.4282	5,394.25	11,687.55	140,250.65
		STEP E	69.0935	5,527.48	11,976.20	143,714.48
		STEP F	70.7998	5,663.98	12,271.96	147,263.58
		STEP G	72.5483	5,803.86	12,575.03	150,900.46
		STEP H	74.3399	5,947.19	12,885.58	154,626.99
		STEP I	76.1758	6,094.06	13,203.80	158,445.66
		STEP J	78.0570	6,244.56	13,529.88	162,358.56
		STEP K	79.9847	6,398.77	13,864.01	166,368.17
		STEP L	81.9601	6,556.80	14,206.41	170,477.00
		STEP M	83.9841	6,718.72	14,557.24	174,686.92
B746	ELECTRIC RESOURCES ANALYST I					
		STEP A	48.9282	3,914.25	8,480.88	101,770.65
		STEP B	50.1360	4,010.88	8,690.24	104,282.88
		STEP C	51.3741	4,109.92	8,904.84	106,858.12
		STEP D	52.6429	4,211.43	9,124.76	109,497.23
		STEP E	53.9429	4,315.43	9,350.10	112,201.23
		STEP F	55.2751	4,422.00	9,581.01	114,972.20
		STEP G	56.6402	4,531.21	9,817.63	117,811.61
		STEP H	58.0390	4,643.12	10,060.09	120,721.12
		STEP I	59.4723	4,757.78	10,308.53	123,702.38
		STEP J	60.9410	4,875.28	10,563.10	126,757.28
		STEP K	62.4460	4,995.68	10,823.97	129,887.68
		STEP L	63.9882	5,119.05	11,091.28	133,095.45
		STEP M	65.5685	5,245.48	11,365.20	136,382.48

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B747	ELECTRIC RESOURCES ANALYST II					
		STEP A	53.8257	4,306.05	9,329.78	111,957.45
		STEP B	55.1544	4,412.35	9,560.09	114,721.15
		STEP C	56.5165	4,521.32	9,796.19	117,554.32
		STEP D	57.9121	4,632.96	10,038.09	120,457.16
		STEP E	59.3424	4,747.39	10,286.01	123,432.19
		STEP F	60.8079	4,864.63	10,540.03	126,480.43
		STEP G	62.3096	4,984.76	10,800.33	129,603.96
		STEP H	63.8484	5,107.87	11,067.05	132,804.67
		STEP I	65.4252	5,234.01	11,340.36	136,084.41
		STEP J	67.0409	5,363.27	11,620.42	139,445.07
		STEP K	68.6966	5,495.72	11,907.41	142,888.92
		STEP L	70.3932	5,631.45	12,201.48	146,417.85
		STEP M	72.1315	5,770.52	12,502.79	150,033.52
B956	ELECTRIC RISK AND COMP SUPV					
		STEP A	58.1317	4,650.53	10,076.16	120,913.93
		STEP B	59.5667	4,765.33	10,324.89	123,898.73
		STEP C	61.0377	4,883.01	10,579.86	126,958.41
		STEP D	62.5451	5,003.60	10,841.15	130,093.80
		STEP E	64.0897	5,127.17	11,108.88	133,306.57
		STEP F	65.6725	5,253.80	11,383.23	136,598.80
		STEP G	67.2943	5,383.54	11,664.34	139,972.14
		STEP H	68.9562	5,516.49	11,952.40	143,428.89
		STEP I	70.6592	5,652.73	12,247.59	146,971.13
		STEP J	72.4042	5,792.33	12,550.06	150,600.73
		STEP K	74.1923	5,935.38	12,860.00	154,319.98
		STEP L	76.0245	6,081.96	13,177.58	158,130.96
		STEP M	77.9020	6,232.16	13,503.01	162,036.16
B750	ELECTRIC SAFETY COORDINATOR					
		STEP A	37.3188	2,985.50	6,468.59	77,623.10
		STEP B	38.2400	3,059.20	6,628.26	79,539.20
		STEP C	39.1843	3,134.74	6,791.94	81,503.34
		STEP D	40.1520	3,212.16	6,959.68	83,516.16
		STEP E	41.1436	3,291.48	7,131.55	85,578.68
		STEP F	42.1598	3,372.78	7,307.69	87,692.38
		STEP G	43.2009	3,456.07	7,488.15	89,857.87
		STEP H	44.2678	3,541.42	7,673.08	92,077.02
		STEP I	45.3610	3,628.88	7,862.57	94,350.88
		STEP J	46.4813	3,718.50	8,056.75	96,681.10
		STEP K	47.6291	3,810.32	8,255.71	99,068.52
		STEP L	48.8054	3,904.43	8,459.60	101,515.23
		STEP M	50.0107	4,000.85	8,668.52	104,022.25

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B751	ELECTRIC SUBSTATION SUPERVISOR					
		STEP A	62.6703	5,013.62	10,862.85	130,354.22
		STEP B	64.2173	5,137.38	11,131.00	133,571.98
		STEP C	65.8032	5,264.25	11,405.88	136,870.65
		STEP D	67.4282	5,394.25	11,687.55	140,250.65
		STEP E	69.0935	5,527.48	11,976.20	143,714.48
		STEP F	70.7998	5,663.98	12,271.96	147,263.58
		STEP G	72.5483	5,803.86	12,575.03	150,900.46
		STEP H	74.3399	5,947.19	12,885.58	154,626.99
		STEP I	76.1758	6,094.06	13,203.80	158,445.66
		STEP J	78.0570	6,244.56	13,529.88	162,358.56
		STEP K	79.9847	6,398.77	13,864.01	166,368.17
		STEP L	81.9601	6,556.80	14,206.41	170,477.00
		STEP M	83.9841	6,718.72	14,557.24	174,686.92
B752	ELECTRIC TECHNOLOGY SYST SUPV					
		STEP A	51.0106	4,080.84	8,841.83	106,102.04
		STEP B	52.2698	4,181.58	9,060.09	108,721.18
		STEP C	53.5606	4,284.84	9,283.83	111,406.04
		STEP D	54.8833	4,390.66	9,513.10	114,157.26
		STEP E	56.2388	4,499.10	9,748.05	116,976.70
		STEP F	57.6277	4,610.21	9,988.80	119,865.61
		STEP G	59.0509	4,724.07	10,235.48	122,825.87
		STEP H	60.5092	4,840.73	10,488.26	125,859.13
		STEP I	62.0035	4,960.28	10,747.27	128,967.28
		STEP J	63.5347	5,082.77	11,012.68	132,152.17
		STEP K	65.1037	5,208.29	11,284.64	135,415.69
		STEP L	66.7116	5,336.92	11,563.34	138,760.12
		STEP M	68.3591	5,468.72	11,848.91	142,186.92
B753	ELECTRIC UTILITY DIRECTOR					
		STEP A	101.9121	8,152.96	17,664.76	211,977.16
		STEP B	104.4277	8,354.21	18,100.80	217,209.61
		STEP C	107.0067	8,560.53	18,547.82	222,573.93
		STEP D	109.6493	8,771.94	19,005.87	228,070.54
		STEP E	112.3572	8,988.57	19,475.24	233,702.97
		STEP F	115.1320	9,210.56	19,956.21	239,474.56
		STEP G	117.9752	9,438.01	20,449.03	245,388.41
		STEP H	120.8888	9,671.10	20,954.05	251,448.70
		STEP I	123.8743	9,909.94	21,471.54	257,658.54
		STEP J	126.9335	10,154.68	22,001.80	264,021.68
		STEP K	130.0683	10,405.46	22,545.17	270,542.06
		STEP L	133.2803	10,662.42	23,101.91	277,223.02
		STEP M	136.5719	10,925.75	23,672.46	284,069.55

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B955	ELECTRIC UTILITY FIN ADMIN					
		STEP A	54.3404	4,347.23	9,419.00	113,028.03
		STEP B	55.6818	4,454.54	9,651.51	115,818.14
		STEP C	57.0570	4,564.56	9,889.88	118,678.56
		STEP D	58.4660	4,677.28	10,134.10	121,609.28
		STEP E	59.9099	4,792.79	10,384.38	124,612.59
		STEP F	61.3894	4,911.15	10,640.82	127,689.95
		STEP G	62.9055	5,032.44	10,903.62	130,843.44
		STEP H	64.4590	5,156.72	11,172.89	134,074.72
		STEP I	66.0509	5,284.07	11,448.82	137,385.87
		STEP J	67.6821	5,414.56	11,731.56	140,778.76
		STEP K	69.3536	5,548.28	12,021.29	144,255.48
		STEP L	71.0663	5,685.30	12,318.15	147,817.90
		STEP M	72.8214	5,825.71	12,622.37	151,468.51
B754	ELECTRONIC MAINT COORDINATOR					
		STEP A	36.0024	2,880.19	6,240.41	74,884.99
		STEP B	36.8916	2,951.32	6,394.54	76,734.52
		STEP C	37.8026	3,024.20	6,552.45	78,629.40
		STEP D	38.7361	3,098.88	6,714.25	80,571.08
		STEP E	39.6928	3,175.42	6,880.08	82,561.02
		STEP F	40.6730	3,253.84	7,049.98	84,599.84
		STEP G	41.6775	3,334.20	7,224.10	86,689.20
		STEP H	42.7068	3,416.54	7,402.51	88,830.14
		STEP I	43.7615	3,500.92	7,585.32	91,023.92
		STEP J	44.8422	3,587.37	7,772.64	93,271.77
		STEP K	45.9496	3,675.96	7,964.59	95,575.16
		STEP L	47.0844	3,766.75	8,161.29	97,935.55
		STEP M	48.2472	3,859.77	8,362.84	100,354.17
B755	EMS QUAL ASSURANCE COORDINATOR					
		STEP A	46.0955	3,687.64	7,989.88	95,878.64
		STEP B	47.2334	3,778.67	8,187.12	98,245.47
		STEP C	48.3999	3,871.99	8,389.31	100,671.79
		STEP D	49.5953	3,967.62	8,596.51	103,158.22
		STEP E	50.8201	4,065.60	8,808.81	105,705.80
		STEP F	52.0751	4,166.00	9,026.35	108,316.20
		STEP G	53.3611	4,268.88	9,249.25	110,991.08
		STEP H	54.6789	4,374.31	9,477.67	113,732.11
		STEP I	56.0293	4,482.34	9,711.74	116,540.94
		STEP J	57.4130	4,593.04	9,951.58	119,419.04
		STEP K	58.8308	4,706.46	10,197.33	122,368.06
		STEP L	60.2837	4,822.69	10,449.17	125,390.09
		STEP M	61.7725	4,941.80	10,707.23	128,486.80

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B939	ENERGY SERVICES ACCOUNT REP I					
		STEP A	40.1471	3,211.76	6,958.83	83,505.96
		STEP B	41.1380	3,291.04	7,130.58	85,567.04
		STEP C	42.1539	3,372.31	7,306.67	87,680.11
		STEP D	43.1950	3,455.60	7,487.13	89,845.60
		STEP E	44.2618	3,540.94	7,672.04	92,064.54
		STEP F	45.3548	3,628.38	7,861.49	94,337.98
		STEP G	46.4749	3,717.99	8,055.64	96,667.79
		STEP H	47.6227	3,809.81	8,254.60	99,055.21
		STEP I	48.7987	3,903.89	8,458.44	101,501.29
		STEP J	50.0039	4,000.31	8,667.34	104,008.11
		STEP K	51.2388	4,099.10	8,881.39	106,576.70
		STEP L	52.5042	4,200.33	9,100.72	109,208.73
		STEP M	53.8008	4,304.06	9,325.47	111,905.66
B756	ENERGY SERVICES ACCOUNT REP II					
		STEP A	44.1618	3,532.94	7,654.71	91,856.54
		STEP B	45.2519	3,620.15	7,843.66	94,123.95
		STEP C	46.3694	3,709.55	8,037.36	96,448.35
		STEP D	47.5146	3,801.16	8,235.86	98,830.36
		STEP E	48.6880	3,895.04	8,439.25	101,271.04
		STEP F	49.8904	3,991.23	8,647.66	103,772.03
		STEP G	51.1225	4,089.80	8,861.23	106,334.80
		STEP H	52.3851	4,190.80	9,080.08	108,961.00
		STEP I	53.6787	4,294.29	9,304.30	111,651.69
		STEP J	55.0044	4,400.35	9,534.09	114,409.15
		STEP K	56.3628	4,509.02	9,769.55	117,234.62
		STEP L	57.7547	4,620.37	10,010.81	120,129.77
		STEP M	59.1810	4,734.48	10,258.04	123,096.48
B757	ENGINEERING MANAGER					
		STEP A	57.6313	4,610.50	9,989.42	119,873.10
		STEP B	59.0537	4,724.29	10,235.97	122,831.69
		STEP C	60.5121	4,840.96	10,488.76	125,865.16
		STEP D	62.0065	4,960.52	10,747.79	128,973.52
		STEP E	63.5378	5,083.02	11,013.21	132,158.62
		STEP F	65.1070	5,208.56	11,285.21	135,422.56
		STEP G	66.7149	5,337.19	11,563.91	138,766.99
		STEP H	68.3624	5,468.99	11,849.48	142,193.79
		STEP I	70.0507	5,604.05	12,142.12	145,705.45
		STEP J	71.7808	5,742.46	12,442.00	149,304.06
		STEP K	73.5534	5,884.27	12,749.25	152,991.07
		STEP L	75.3699	6,029.59	13,064.11	156,769.39
		STEP M	77.2312	6,178.49	13,386.74	160,640.89

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B758	ENVIRONMENTAL COORDINATOR					
		STEP A	42.9167	3,433.33	7,438.89	89,266.73
		STEP B	43.9762	3,518.09	7,622.54	91,470.49
		STEP C	45.0622	3,604.97	7,810.78	93,729.37
		STEP D	46.1751	3,694.00	8,003.68	96,044.20
		STEP E	47.3155	3,785.24	8,201.35	98,416.24
		STEP F	48.4840	3,878.72	8,403.89	100,846.72
		STEP G	49.6812	3,974.49	8,611.40	103,336.89
		STEP H	50.9082	4,072.65	8,824.08	105,889.05
		STEP I	52.1655	4,173.24	9,042.02	108,504.24
		STEP J	53.4537	4,276.29	9,265.30	111,183.69
		STEP K	54.7738	4,381.90	9,494.12	113,929.50
		STEP L	56.1265	4,490.12	9,728.59	116,743.12
		STEP M	57.5126	4,601.00	9,968.85	119,626.20
B761	ENVIRONMENTAL UTIL COMPL ADMIN					
		STEP A	42.9148	3,433.18	7,438.56	89,262.78
		STEP B	43.9739	3,517.91	7,622.14	91,465.71
		STEP C	45.0599	3,604.79	7,810.38	93,724.59
		STEP D	46.1727	3,693.81	8,003.26	96,039.21
		STEP E	47.3130	3,785.04	8,200.92	98,411.04
		STEP F	48.4814	3,878.51	8,403.44	100,841.31
		STEP G	49.6787	3,974.29	8,610.97	103,331.69
		STEP H	50.9055	4,072.44	8,823.62	105,883.44
		STEP I	52.1628	4,173.02	9,041.55	108,498.62
		STEP J	53.4510	4,276.08	9,264.84	111,178.08
		STEP K	54.7709	4,381.67	9,493.62	113,923.47
		STEP L	56.1236	4,489.88	9,728.09	116,737.08
		STEP M	57.5096	4,600.76	9,968.33	119,619.96
B759	ENVIRONMENTAL UTIL DIRECTOR					
		STEP A	75.9955	6,079.64	13,172.55	158,070.64
		STEP B	77.8714	6,229.71	13,497.70	161,972.51
		STEP C	79.7945	6,383.56	13,831.04	165,972.56
		STEP D	81.7651	6,541.20	14,172.61	170,071.40
		STEP E	83.7844	6,702.75	14,522.62	174,271.55
		STEP F	85.8535	6,868.28	14,881.27	178,575.28
		STEP G	87.9738	7,037.90	15,248.79	182,985.50
		STEP H	90.1464	7,211.71	15,625.37	187,504.51
		STEP I	92.3726	7,389.80	16,011.25	192,135.00
		STEP J	94.6539	7,572.31	16,406.67	196,880.11
		STEP K	96.9914	7,759.31	16,811.84	201,742.11
		STEP L	99.3868	7,950.94	17,227.04	206,724.54
		STEP M	101.8412	8,147.29	17,652.47	211,829.69

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B760	EQUIPMENT MAINT SUPERVISOR	STEP A	32.0975	2,567.80	5,563.56	66,762.80
		STEP B	32.8898	2,631.18	5,700.89	68,410.78
		STEP C	33.7020	2,696.16	5,841.68	70,100.16
		STEP D	34.5343	2,762.74	5,985.94	71,831.34
		STEP E	35.3873	2,830.98	6,133.79	73,605.58
		STEP F	36.2611	2,900.88	6,285.25	75,423.08
		STEP G	37.1567	2,972.53	6,440.49	77,285.93
		STEP H	38.0743	3,045.94	6,599.54	79,194.54
		STEP I	39.0146	3,121.16	6,762.53	81,150.36
		STEP J	39.9781	3,198.24	6,929.53	83,154.44
		STEP K	40.9653	3,277.22	7,100.65	85,207.82
		STEP L	41.9771	3,358.16	7,276.03	87,312.36
		STEP M	43.0137	3,441.09	7,455.70	89,468.49
B851	ERP MANAGER	STEP A	49.2678	3,941.42	8,539.75	102,477.02
		STEP B	50.4841	4,038.72	8,750.57	105,006.92
		STEP C	51.7308	4,138.46	8,966.67	107,600.06
		STEP D	53.0084	4,240.67	9,188.12	110,257.47
		STEP E	54.3174	4,345.39	9,415.01	112,980.19
		STEP F	55.6588	4,452.70	9,647.52	115,770.30
		STEP G	57.0334	4,562.67	9,885.78	118,629.47
		STEP H	58.4419	4,675.35	10,129.92	121,559.15
		STEP I	59.8852	4,790.81	10,380.10	124,561.21
		STEP J	61.3641	4,909.12	10,636.44	127,637.32
		STEP K	62.8796	5,030.36	10,899.13	130,789.56
		STEP L	64.4325	5,154.60	11,168.30	134,019.60
		STEP M	66.0237	5,281.89	11,444.10	137,329.29
B847	EU BUSINESS SVCS ADMINISTRATOR	STEP A	43.7743	3,501.94	7,587.54	91,050.54
		STEP B	44.8548	3,588.38	7,774.83	93,297.98
		STEP C	45.9626	3,677.00	7,966.85	95,602.20
		STEP D	47.0977	3,767.81	8,163.60	97,963.21
		STEP E	48.2608	3,860.86	8,365.20	100,382.46
		STEP F	49.4527	3,956.21	8,571.80	102,861.61
		STEP G	50.6739	4,053.91	8,783.47	105,401.71
		STEP H	51.9253	4,154.02	9,000.38	108,004.62
		STEP I	53.2077	4,256.61	9,222.66	110,672.01
		STEP J	54.5218	4,361.74	9,450.44	113,405.34
		STEP K	55.8683	4,469.46	9,683.83	116,206.06
		STEP L	57.2479	4,579.83	9,922.96	119,075.63
		STEP M	58.6617	4,692.93	10,168.02	122,016.33

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B848	EU RATE ANALYST I	STEP A	35.1221	2,809.76	6,087.83	73,053.96
		STEP B	35.9890	2,879.12	6,238.09	74,857.12
		STEP C	36.8778	2,950.22	6,392.15	76,705.82
		STEP D	37.7886	3,023.08	6,550.02	78,600.28
		STEP E	38.7218	3,097.74	6,711.77	80,541.34
		STEP F	39.6780	3,174.24	6,877.52	82,530.24
		STEP G	40.6579	3,252.63	7,047.36	84,568.43
		STEP H	41.6620	3,332.96	7,221.41	86,656.96
		STEP I	42.6909	3,415.27	7,399.75	88,797.07
		STEP J	43.7451	3,499.60	7,582.48	90,989.80
		STEP K	44.8255	3,586.04	7,769.75	93,237.04
		STEP L	45.9325	3,674.60	7,961.63	95,539.60
		STEP M	47.0669	3,765.35	8,158.26	97,899.15
B849	EU RATE ANALYST II	STEP A	38.0646	3,045.16	6,597.86	79,174.36
		STEP B	39.0042	3,120.33	6,760.72	81,128.73
		STEP C	39.9675	3,197.40	6,927.70	83,132.40
		STEP D	40.9545	3,276.36	7,098.78	85,185.36
		STEP E	41.9660	3,357.28	7,274.10	87,289.28
		STEP F	43.0023	3,440.18	7,453.73	89,444.78
		STEP G	44.0643	3,525.14	7,637.81	91,653.74
		STEP H	45.1525	3,612.20	7,826.43	93,917.20
		STEP I	46.2676	3,701.40	8,019.71	96,236.60
		STEP J	47.4102	3,792.81	8,217.76	98,613.21
		STEP K	48.5811	3,886.48	8,420.72	101,048.68
		STEP L	49.7808	3,982.46	8,628.67	103,544.06
		STEP M	51.0102	4,080.81	8,841.76	106,101.21
B762	FACILITIES MANAGER	STEP A	41.9004	3,352.03	7,262.73	87,152.83
		STEP B	42.9347	3,434.77	7,442.01	89,304.17
		STEP C	43.9950	3,519.60	7,625.80	91,509.60
		STEP D	45.0815	3,606.52	7,814.12	93,769.52
		STEP E	46.1948	3,695.58	8,007.09	96,085.18
		STEP F	47.3356	3,786.84	8,204.83	98,458.04
		STEP G	48.5047	3,880.37	8,407.48	100,889.77
		STEP H	49.7025	3,976.20	8,615.10	103,381.20
		STEP I	50.9300	4,074.40	8,827.86	105,934.40
		STEP J	52.1877	4,175.01	9,045.86	108,550.41
		STEP K	53.4766	4,278.12	9,269.27	111,231.32
		STEP L	54.7972	4,383.77	9,498.18	113,978.17
		STEP M	56.1505	4,492.04	9,732.75	116,793.04

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B118	FACILITIES SUPERVISOR					
		STEP A	32.0975	2,567.80	5,563.56	66,762.80
		STEP B	32.8898	2,631.18	5,700.89	68,410.78
		STEP C	33.7020	2,696.16	5,841.68	70,100.16
		STEP D	34.5343	2,762.74	5,985.94	71,831.34
		STEP E	35.3873	2,830.98	6,133.79	73,605.58
		STEP F	36.2611	2,900.88	6,285.25	75,423.08
		STEP G	37.1567	2,972.53	6,440.49	77,285.93
		STEP H	38.0743	3,045.94	6,599.54	79,194.54
		STEP I	39.0146	3,121.16	6,762.53	81,150.36
		STEP J	39.9781	3,198.24	6,929.53	83,154.44
		STEP K	40.9653	3,277.22	7,100.65	85,207.82
		STEP L	41.9771	3,358.16	7,276.03	87,312.36
		STEP M	43.0137	3,441.09	7,455.70	89,468.49
B764	FINANCE MANAGER					
		STEP A	46.4600	3,716.80	8,053.06	96,636.80
		STEP B	47.6069	3,808.55	8,251.86	99,022.35
		STEP C	48.7826	3,902.60	8,455.65	101,467.80
		STEP D	49.9873	3,998.98	8,664.46	103,973.58
		STEP E	51.2218	4,097.74	8,878.44	106,541.34
		STEP F	52.4868	4,198.94	9,097.71	109,172.54
		STEP G	53.7830	4,302.64	9,322.38	111,868.64
		STEP H	55.1112	4,408.89	9,552.60	114,631.29
		STEP I	56.4723	4,517.78	9,788.53	117,462.38
		STEP J	57.8669	4,629.35	10,030.26	120,363.15
		STEP K	59.2960	4,743.68	10,277.97	123,335.68
		STEP L	60.7604	4,860.83	10,531.80	126,381.63
		STEP M	62.2609	4,980.87	10,791.88	129,502.67
B765	FINANCE SUPERVISOR					
		STEP A	37.0645	2,965.16	6,424.51	77,094.16
		STEP B	37.9792	3,038.33	6,583.06	78,996.73
		STEP C	38.9171	3,113.36	6,745.63	80,947.56
		STEP D	39.8782	3,190.25	6,912.22	82,946.65
		STEP E	40.8630	3,269.04	7,082.92	84,995.04
		STEP F	41.8721	3,349.76	7,257.83	87,093.96
		STEP G	42.9062	3,432.49	7,437.07	89,244.89
		STEP H	43.9659	3,517.27	7,620.75	91,449.07
		STEP I	45.0517	3,604.13	7,808.96	93,707.53
		STEP J	46.1643	3,693.14	8,001.81	96,021.74
		STEP K	47.3043	3,784.34	8,199.41	98,392.94
		STEP L	48.4725	3,877.80	8,401.90	100,822.80
		STEP M	49.6696	3,973.56	8,609.39	103,312.76

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B766	FIRE BATTALION CHIEF (8HR)					
		STEP A	52.2184	4,177.47	9,051.18	108,614.27
		STEP B	52.9144	4,233.15	9,171.82	110,061.95
		STEP C	54.2213	4,337.70	9,398.35	112,780.30
		STEP D	55.5603	4,444.82	9,630.45	115,565.42
		STEP E	56.9324	4,554.59	9,868.28	118,419.39
		STEP F	58.3384	4,667.07	10,111.98	121,343.87
		STEP G	59.7791	4,782.32	10,361.71	124,340.52
		STEP H	61.2555	4,900.44	10,617.62	127,411.44
		STEP I	62.7682	5,021.45	10,879.82	130,557.85
		STEP J	64.3183	5,145.46	11,148.50	133,782.06
		STEP K	65.9068	5,272.54	11,423.84	137,086.14
		STEP L	67.5344	5,402.75	11,705.96	140,471.55
		STEP M	69.2022	5,536.17	11,995.04	143,940.57
B767	FIRE BATTALION CHIEF (24HR)					
		STEP A	36.8854	4,131.16	8,950.85	107,410.28
		STEP B	37.7960	4,233.15	9,171.82	110,061.95
		STEP C	38.7294	4,337.69	9,398.33	112,780.01
		STEP D	39.6859	4,444.82	9,630.44	115,565.34
		STEP E	40.6660	4,554.59	9,868.28	118,419.39
		STEP F	41.6703	4,667.07	10,111.99	121,343.91
		STEP G	42.6993	4,782.32	10,361.69	124,340.36
		STEP H	43.7538	4,900.42	10,617.58	127,411.06
		STEP I	44.8344	5,021.45	10,879.81	130,557.77
		STEP J	45.9416	5,145.45	11,148.49	133,781.93
		STEP K	47.0763	5,272.54	11,423.84	137,086.18
		STEP L	48.2389	5,402.75	11,705.97	140,471.67
		STEP M	49.4301	5,536.17	11,995.03	143,940.45
B768	FIRE CHIEF					
		STEP A	74.2220	5,937.76	12,865.14	154,381.76
		STEP B	76.0541	6,084.32	13,182.71	158,192.52
		STEP C	77.9323	6,234.58	13,508.26	162,099.18
		STEP D	79.8569	6,388.55	13,841.86	166,102.35
		STEP E	81.8291	6,546.32	14,183.71	170,204.52
		STEP F	83.8499	6,707.99	14,533.98	174,407.79
		STEP G	85.9207	6,873.65	14,892.92	178,715.05
		STEP H	88.0426	7,043.40	15,260.71	183,128.60
		STEP I	90.2169	7,217.35	15,637.59	187,651.15
		STEP J	92.4448	7,395.58	16,023.76	192,285.18
		STEP K	94.7279	7,578.23	16,419.50	197,034.03
		STEP L	97.0673	7,765.38	16,825.00	201,899.98
		STEP M	99.4645	7,957.16	17,240.51	206,886.16

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B769	FIRE DIVISION CHIEF	STEP A	56.8040	4,544.32	9,846.02	118,152.32
		STEP B	58.2061	4,656.48	10,089.05	121,068.68
		STEP C	59.6436	4,771.48	10,338.22	124,058.68
		STEP D	61.1166	4,889.32	10,593.54	127,122.52
		STEP E	62.6259	5,010.07	10,855.15	130,261.87
		STEP F	64.1725	5,133.80	11,123.23	133,478.80
		STEP G	65.7573	5,260.58	11,397.93	136,775.18
		STEP H	67.3812	5,390.49	11,679.40	140,152.89
		STEP I	69.0453	5,523.62	11,967.85	143,614.22
		STEP J	70.7505	5,660.04	12,263.42	147,161.04
		STEP K	72.4977	5,799.81	12,566.26	150,795.21
		STEP L	74.2881	5,943.04	12,876.60	154,519.24
		STEP M	76.1227	6,089.81	13,194.60	158,335.21
B770	FLEET MANAGER	STEP A	41.9004	3,352.03	7,262.73	87,152.83
		STEP B	42.9347	3,434.77	7,442.01	89,304.17
		STEP C	43.9950	3,519.60	7,625.80	91,509.60
		STEP D	45.0815	3,606.52	7,814.12	93,769.52
		STEP E	46.1948	3,695.58	8,007.09	96,085.18
		STEP F	47.3356	3,786.84	8,204.83	98,458.04
		STEP G	48.5047	3,880.37	8,407.48	100,889.77
		STEP H	49.7025	3,976.20	8,615.10	103,381.20
		STEP I	50.9300	4,074.40	8,827.86	105,934.40
		STEP J	52.1877	4,175.01	9,045.86	108,550.41
		STEP K	53.4766	4,278.12	9,269.27	111,231.32
		STEP L	54.7972	4,383.77	9,498.18	113,978.17
		STEP M	56.1505	4,492.04	9,732.75	116,793.04
B771	GOVERNMENT RELATIONS ADMINISTR	STEP A	47.0214	3,761.71	8,150.37	97,804.51
		STEP B	48.1821	3,854.56	8,351.56	100,218.76
		STEP C	49.3720	3,949.76	8,557.81	102,693.76
		STEP D	50.5913	4,047.30	8,769.15	105,229.90
		STEP E	51.8407	4,147.25	8,985.72	107,828.65
		STEP F	53.1209	4,249.67	9,207.62	110,491.47
		STEP G	54.4328	4,354.62	9,435.01	113,220.22
		STEP H	55.7771	4,462.16	9,668.03	116,016.36
		STEP I	57.1546	4,572.36	9,906.79	118,881.56
		STEP J	58.5660	4,685.28	10,151.44	121,817.28
		STEP K	60.0124	4,800.99	10,402.14	124,825.79
		STEP L	61.4945	4,919.56	10,659.04	127,908.56
		STEP M	63.0131	5,041.04	10,922.27	131,067.24

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B844	HOUSING MANAGER	STEP A	44.3119	3,544.95	7,680.72	92,168.75
		STEP B	45.4075	3,632.60	7,870.63	94,447.60
		STEP C	46.5289	3,722.31	8,065.00	96,780.11
		STEP D	47.6781	3,814.24	8,264.20	99,170.44
		STEP E	48.8556	3,908.44	8,468.30	101,619.64
		STEP F	50.0620	4,004.96	8,677.41	104,128.96
		STEP G	51.2984	4,103.87	8,891.72	106,700.67
		STEP H	52.5652	4,205.21	9,111.30	109,335.61
		STEP I	53.8633	4,309.06	9,336.30	112,035.66
		STEP J	55.1936	4,415.48	9,566.89	114,802.68
		STEP K	56.5567	4,524.53	9,803.16	117,637.93
		STEP L	57.9533	4,636.26	10,045.23	120,542.86
		STEP M	59.3846	4,750.76	10,293.33	123,519.96
B772	HOUSING SUPERVISOR	STEP A	37.3189	2,985.51	6,468.60	77,623.31
		STEP B	38.2400	3,059.20	6,628.26	79,539.20
		STEP C	39.1843	3,134.74	6,791.94	81,503.34
		STEP D	40.1520	3,212.16	6,959.68	83,516.16
		STEP E	41.1436	3,291.48	7,131.55	85,578.68
		STEP F	42.1598	3,372.78	7,307.69	87,692.38
		STEP G	43.2009	3,456.07	7,488.15	89,857.87
		STEP H	44.2678	3,541.42	7,673.08	92,077.02
		STEP I	45.3610	3,628.88	7,862.57	94,350.88
		STEP J	46.4813	3,718.50	8,056.75	96,681.10
		STEP K	47.6291	3,810.32	8,255.71	99,068.52
		STEP L	48.8054	3,904.43	8,459.60	101,515.23
		STEP M	50.0107	4,000.85	8,668.52	104,022.25
B773	HUMAN RESOURCES ANALYST I	STEP A	33.0805	2,646.44	5,733.95	68,807.44
		STEP B	33.8971	2,711.76	5,875.49	70,505.96
		STEP C	34.7343	2,778.74	6,020.61	72,247.34
		STEP D	35.5921	2,847.36	6,169.29	74,031.56
		STEP E	36.4710	2,917.68	6,321.64	75,859.68
		STEP F	37.3717	2,989.73	6,477.76	77,733.13
		STEP G	38.2947	3,063.57	6,637.74	79,652.97
		STEP H	39.2404	3,139.23	6,801.66	81,620.03
		STEP I	40.2095	3,216.76	6,969.64	83,635.76
		STEP J	41.2025	3,296.20	7,141.76	85,701.20
		STEP K	42.2200	3,377.60	7,318.13	87,817.60
		STEP L	43.2627	3,461.01	7,498.86	89,986.41
		STEP M	44.3311	3,546.48	7,684.05	92,208.68

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B774	HUMAN RESOURCES ANALYST II					
		STEP A	36.3995	2,911.96	6,309.24	75,710.96
		STEP B	37.2980	2,983.84	6,464.98	77,579.84
		STEP C	38.2191	3,057.52	6,624.64	79,495.72
		STEP D	39.1630	3,133.04	6,788.25	81,459.04
		STEP E	40.1302	3,210.41	6,955.90	83,470.81
		STEP F	41.1212	3,289.69	7,127.67	85,532.09
		STEP G	42.1367	3,370.93	7,303.69	87,644.33
		STEP H	43.1773	3,454.18	7,484.06	89,808.78
		STEP I	44.2437	3,539.49	7,668.90	92,026.89
		STEP J	45.3363	3,626.90	7,858.29	94,299.50
		STEP K	46.4559	3,716.47	8,052.35	96,628.27
		STEP L	47.6032	3,808.25	8,251.22	99,014.65
		STEP M	48.7788	3,902.30	8,454.99	101,459.90
B775	HUMAN RESOURCES DIRECTOR					
		STEP A	62.2922	4,983.37	10,797.31	129,567.77
		STEP B	63.8300	5,106.40	11,063.86	132,766.40
		STEP C	65.4063	5,232.50	11,337.09	136,045.10
		STEP D	67.0215	5,361.72	11,617.06	139,404.72
		STEP E	68.6767	5,494.13	11,903.96	142,847.53
		STEP F	70.3728	5,629.82	12,197.95	146,375.42
		STEP G	72.1107	5,768.85	12,499.18	149,990.25
		STEP H	73.8916	5,911.32	12,807.87	153,694.52
		STEP I	75.7164	6,057.31	13,124.17	157,490.11
		STEP J	77.5863	6,206.90	13,448.29	161,379.50
		STEP K	79.5024	6,360.19	13,780.41	165,364.99
		STEP L	81.4658	6,517.26	14,120.73	169,448.86
		STEP M	83.4776	6,678.20	14,469.45	173,633.40
B776	HUMAN RESOURCES MANAGER					
		STEP A	42.5017	3,400.13	7,366.96	88,403.53
		STEP B	43.5510	3,484.08	7,548.84	90,586.08
		STEP C	44.6266	3,570.12	7,735.27	92,823.32
		STEP D	45.7286	3,658.28	7,926.29	95,115.48
		STEP E	46.8580	3,748.64	8,122.05	97,464.64
		STEP F	48.0152	3,841.21	8,322.63	99,871.61
		STEP G	49.2010	3,936.08	8,528.17	102,338.08
		STEP H	50.4160	4,033.28	8,738.77	104,865.28
		STEP I	51.6612	4,132.89	8,954.60	107,455.29
		STEP J	52.9370	4,234.96	9,175.74	110,108.96
		STEP K	54.2443	4,339.54	9,402.34	112,828.14
		STEP L	55.5839	4,446.71	9,634.54	115,614.51
		STEP M	56.9566	4,556.52	9,872.47	118,469.72

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B777	INFO SECURITY ADMINISTRATOR					
		STEP A	43.7153	3,497.22	7,577.31	90,927.82
		STEP B	44.7943	3,583.54	7,764.34	93,172.14
		STEP C	45.9006	3,672.04	7,956.10	95,473.24
		STEP D	47.0341	3,762.72	8,152.57	97,830.92
		STEP E	48.1957	3,855.65	8,353.92	100,247.05
		STEP F	49.3860	3,950.88	8,560.24	102,722.88
		STEP G	50.6056	4,048.44	8,771.63	105,259.64
		STEP H	51.8553	4,148.42	8,988.25	107,859.02
		STEP I	53.1360	4,250.88	9,210.24	110,522.88
		STEP J	54.4482	4,355.85	9,437.68	113,252.25
		STEP K	55.7929	4,463.43	9,670.76	116,049.23
		STEP L	57.1707	4,573.65	9,909.58	118,915.05
		STEP M	58.5826	4,686.60	10,154.31	121,851.80
B778	INTERPRETIVE SRVCS SUPERVISOR					
		STEP A	31.8553	2,548.42	5,521.58	66,259.02
		STEP B	32.6420	2,611.36	5,657.94	67,895.36
		STEP C	33.4481	2,675.84	5,797.67	69,572.04
		STEP D	34.2742	2,741.93	5,940.86	71,290.33
		STEP E	35.1206	2,809.64	6,087.57	73,050.84
		STEP F	35.9879	2,879.03	6,237.90	74,854.83
		STEP G	36.8768	2,950.14	6,391.97	76,703.74
		STEP H	37.7874	3,022.99	6,549.81	78,597.79
		STEP I	38.7206	3,097.64	6,711.57	80,538.84
		STEP J	39.6769	3,174.15	6,877.32	82,527.95
		STEP K	40.6568	3,252.54	7,047.17	84,566.14
		STEP L	41.6608	3,332.86	7,221.20	86,654.46
		STEP M	42.6897	3,415.17	7,399.54	88,794.57
B779	IT DIVISION MANAGER					
		STEP A	45.6108	3,648.86	7,905.87	94,870.46
		STEP B	46.7372	3,738.97	8,101.11	97,213.37
		STEP C	47.8914	3,831.31	8,301.17	99,614.11
		STEP D	49.0741	3,925.92	8,506.17	102,074.12
		STEP E	50.2861	4,022.88	8,716.25	104,595.08
		STEP F	51.5280	4,122.24	8,931.52	107,178.24
		STEP G	52.8005	4,224.04	9,152.08	109,825.04
		STEP H	54.1045	4,328.36	9,378.11	112,537.36
		STEP I	55.4406	4,435.24	9,609.70	115,316.44
		STEP J	56.8097	4,544.77	9,847.01	118,164.17
		STEP K	58.2127	4,657.01	10,090.20	121,082.41
		STEP L	59.6503	4,772.02	10,339.38	124,072.62
		STEP M	61.1235	4,889.88	10,594.74	127,136.88

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B781	IT PROGRAM MANAGER					
		STEP A	41.4676	3,317.40	7,187.71	86,252.60
		STEP B	42.4917	3,399.33	7,365.22	88,382.73
		STEP C	43.5410	3,483.28	7,547.10	90,565.28
		STEP D	44.6163	3,569.30	7,733.49	92,801.90
		STEP E	45.7181	3,657.44	7,924.47	95,093.64
		STEP F	46.8472	3,747.77	8,120.18	97,442.17
		STEP G	48.0042	3,840.33	8,320.72	99,848.73
		STEP H	49.1897	3,935.17	8,526.21	102,314.57
		STEP I	50.4044	4,032.35	8,736.76	104,841.15
		STEP J	51.6492	4,131.93	8,952.52	107,430.33
		STEP K	52.9247	4,233.97	9,173.61	110,083.37
		STEP L	54.2318	4,338.54	9,400.17	112,802.14
		STEP M	55.5711	4,445.68	9,632.32	115,587.88
B782	KEY ACCOUNTS REPRESENTATIVE					
		STEP A	48.5758	3,886.06	8,419.80	101,037.66
		STEP B	49.7747	3,981.97	8,627.61	103,531.37
		STEP C	51.0040	4,080.32	8,840.69	106,088.32
		STEP D	52.2636	4,181.08	9,059.02	108,708.28
		STEP E	53.5543	4,284.34	9,282.74	111,392.94
		STEP F	54.8768	4,390.14	9,511.97	114,143.74
		STEP G	56.2321	4,498.56	9,746.89	116,962.76
		STEP H	57.6207	4,609.65	9,987.58	119,851.05
		STEP I	59.0437	4,723.49	10,234.24	122,810.89
		STEP J	60.5019	4,840.15	10,487.00	125,843.95
		STEP K	61.9961	4,959.68	10,745.99	128,951.88
		STEP L	63.5271	5,082.16	11,011.36	132,136.36
		STEP M	65.0960	5,207.68	11,283.30	135,399.68
B783	LIBRARY SUPERVISOR					
		STEP A	32.7580	2,620.64	5,678.05	68,136.64
		STEP B	33.5668	2,685.34	5,818.24	69,818.94
		STEP C	34.3957	2,751.65	5,961.92	71,543.05
		STEP D	35.2452	2,819.61	6,109.16	73,310.01
		STEP E	36.1156	2,889.24	6,260.03	75,120.44
		STEP F	37.0075	2,960.60	6,414.63	76,975.60
		STEP G	37.9215	3,033.72	6,573.06	78,876.72
		STEP H	38.8579	3,108.63	6,735.36	80,824.43
		STEP I	39.8176	3,185.40	6,901.71	82,820.60
		STEP J	40.8009	3,264.07	7,072.15	84,865.87
		STEP K	41.8086	3,344.68	7,246.82	86,961.88
		STEP L	42.8410	3,427.28	7,425.77	89,109.28
		STEP M	43.8991	3,511.92	7,609.17	91,310.12

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B784	MANAGEMENT ANALYST					
		STEP A	39.1848	3,134.78	6,792.03	81,504.38
		STEP B	40.1519	3,212.15	6,959.66	83,515.95
		STEP C	41.1434	3,291.47	7,131.52	85,578.27
		STEP D	42.1596	3,372.76	7,307.66	87,691.96
		STEP E	43.2008	3,456.06	7,488.13	89,857.66
		STEP F	44.2676	3,541.40	7,673.05	92,076.60
		STEP G	45.3608	3,628.86	7,862.53	94,350.46
		STEP H	46.4811	3,718.48	8,056.72	96,680.68
		STEP I	47.6290	3,810.32	8,255.69	99,068.32
		STEP J	48.8053	3,904.42	8,459.58	101,515.02
		STEP K	50.0105	4,000.84	8,668.48	104,021.84
		STEP L	51.2456	4,099.64	8,882.57	106,590.84
		STEP M	52.5111	4,200.88	9,101.92	109,223.08
B787	OPEN SPACE SUPERINTENDENT					
		STEP A	37.7688	3,021.50	6,546.59	78,559.10
		STEP B	38.7015	3,096.12	6,708.26	80,499.12
		STEP C	39.6573	3,172.58	6,873.93	82,487.18
		STEP D	40.6366	3,250.92	7,043.67	84,524.12
		STEP E	41.6402	3,331.21	7,217.63	86,611.61
		STEP F	42.6685	3,413.48	7,395.87	88,750.48
		STEP G	43.7223	3,497.78	7,578.53	90,942.38
		STEP H	44.8021	3,584.16	7,765.69	93,188.36
		STEP I	45.9085	3,672.68	7,957.47	95,489.68
		STEP J	47.0422	3,763.37	8,153.98	97,847.77
		STEP K	48.2040	3,856.32	8,355.36	100,264.32
		STEP L	49.3944	3,951.55	8,561.69	102,740.35
		STEP M	50.6142	4,049.13	8,773.12	105,277.53
B788	PARK DEVELOPMENT ANALYST I					
		STEP A	33.9261	2,714.08	5,880.52	70,566.28
		STEP B	34.7636	2,781.08	6,025.69	72,308.28
		STEP C	35.6221	2,849.76	6,174.49	74,093.96
		STEP D	36.5018	2,920.14	6,326.97	75,923.74
		STEP E	37.4033	2,992.26	6,483.23	77,798.86
		STEP F	38.3270	3,066.16	6,643.34	79,720.16
		STEP G	39.2736	3,141.88	6,807.42	81,689.08
		STEP H	40.2434	3,219.47	6,975.52	83,706.27
		STEP I	41.2373	3,298.98	7,147.79	85,773.58
		STEP J	42.2556	3,380.44	7,324.30	87,891.64
		STEP K	43.2992	3,463.93	7,505.19	90,062.33
		STEP L	44.3686	3,549.48	7,690.55	92,286.68
		STEP M	45.4643	3,637.14	7,880.47	94,565.74

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B789	PARK DEVELOPMENT ANALYST II					
		STEP A	37.3189	2,985.51	6,468.60	77,623.31
		STEP B	38.2400	3,059.20	6,628.26	79,539.20
		STEP C	39.1843	3,134.74	6,791.94	81,503.34
		STEP D	40.1520	3,212.16	6,959.68	83,516.16
		STEP E	41.1436	3,291.48	7,131.55	85,578.68
		STEP F	42.1598	3,372.78	7,307.69	87,692.38
		STEP G	43.2009	3,456.07	7,488.15	89,857.87
		STEP H	44.2678	3,541.42	7,673.08	92,077.02
		STEP I	45.3610	3,628.88	7,862.57	94,350.88
		STEP J	46.4813	3,718.50	8,056.75	96,681.10
		STEP K	47.6291	3,810.32	8,255.71	99,068.52
		STEP L	48.8054	3,904.43	8,459.60	101,515.23
		STEP M	50.0107	4,000.85	8,668.52	104,022.25
B790	PARK PLANNING & DEVELOPMT SUPT					
		STEP A	37.7688	3,021.50	6,546.59	78,559.10
		STEP B	38.7015	3,096.12	6,708.26	80,499.12
		STEP C	39.6573	3,172.58	6,873.93	82,487.18
		STEP D	40.6366	3,250.92	7,043.67	84,524.12
		STEP E	41.6402	3,331.21	7,217.63	86,611.61
		STEP F	42.6685	3,413.48	7,395.87	88,750.48
		STEP G	43.7223	3,497.78	7,578.53	90,942.38
		STEP H	44.8021	3,584.16	7,765.69	93,188.36
		STEP I	45.9085	3,672.68	7,957.47	95,489.68
		STEP J	47.0422	3,763.37	8,153.98	97,847.77
		STEP K	48.2040	3,856.32	8,355.36	100,264.32
		STEP L	49.3944	3,951.55	8,561.69	102,740.35
		STEP M	50.6142	4,049.13	8,773.12	105,277.53
B855	PARKS MANAGER					
		STEP A	43.4345	3,474.76	7,528.64	90,343.76
		STEP B	44.5067	3,560.53	7,714.49	92,573.93
		STEP C	45.6058	3,648.46	7,905.00	94,860.06
		STEP D	46.7321	3,738.56	8,100.23	97,202.76
		STEP E	47.8861	3,830.88	8,300.25	99,603.08
		STEP F	49.0687	3,925.49	8,505.24	102,062.89
		STEP G	50.2806	4,022.44	8,715.30	104,583.64
		STEP H	51.5223	4,121.78	8,930.53	107,166.38
		STEP I	52.7947	4,223.57	9,151.08	109,812.97
		STEP J	54.0986	4,327.88	9,377.09	112,525.08
		STEP K	55.4346	4,434.76	9,608.66	115,303.96
		STEP L	56.8036	4,544.28	9,845.95	118,151.48
		STEP M	58.2064	4,656.51	10,089.10	121,069.31

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B791	PARKS SUPERINTENDENT					
		STEP A	37.7688	3,021.50	6,546.59	78,559.10
		STEP B	38.7015	3,096.12	6,708.26	80,499.12
		STEP C	39.6573	3,172.58	6,873.93	82,487.18
		STEP D	40.6366	3,250.92	7,043.67	84,524.12
		STEP E	41.6402	3,331.21	7,217.63	86,611.61
		STEP F	42.6685	3,413.48	7,395.87	88,750.48
		STEP G	43.7223	3,497.78	7,578.53	90,942.38
		STEP H	44.8021	3,584.16	7,765.69	93,188.36
		STEP I	45.9085	3,672.68	7,957.47	95,489.68
		STEP J	47.0422	3,763.37	8,153.98	97,847.77
		STEP K	48.2040	3,856.32	8,355.36	100,264.32
		STEP L	49.3944	3,951.55	8,561.69	102,740.35
		STEP M	50.6142	4,049.13	8,773.12	105,277.53
B792	PARKS SUPERVISOR					
		STEP A	30.5652	2,445.21	5,297.96	63,575.61
		STEP B	31.3200	2,505.60	5,428.80	65,145.60
		STEP C	32.0935	2,567.48	5,562.87	66,754.48
		STEP D	32.8861	2,630.88	5,700.25	68,403.08
		STEP E	33.6982	2,695.85	5,841.02	70,092.25
		STEP F	34.5305	2,762.44	5,985.28	71,823.44
		STEP G	35.3833	2,830.66	6,133.10	73,597.26
		STEP H	36.2570	2,900.56	6,284.54	75,414.56
		STEP I	37.1525	2,972.20	6,439.76	77,277.20
		STEP J	38.0700	3,045.60	6,598.80	79,185.60
		STEP K	39.0102	3,120.81	6,761.76	81,141.21
		STEP L	39.9736	3,197.88	6,928.75	83,145.08
		STEP M	40.9608	3,276.86	7,099.87	85,198.46
B794	PARKS, REC & LIBRARIES DIRECTOR					
		STEP A	67.4018	5,392.14	11,682.97	140,195.74
		STEP B	69.0656	5,525.24	11,971.37	143,656.44
		STEP C	70.7713	5,661.70	12,267.02	147,204.30
		STEP D	72.5190	5,801.52	12,569.96	150,839.52
		STEP E	74.3100	5,944.80	12,880.40	154,564.80
		STEP F	76.1451	6,091.60	13,198.48	158,381.80
		STEP G	78.0256	6,242.04	13,524.43	162,293.24
		STEP H	79.9525	6,396.20	13,858.43	166,301.20
		STEP I	81.9270	6,554.16	14,200.68	170,408.16
		STEP J	83.9503	6,716.02	14,551.38	174,616.62
		STEP K	86.0235	6,881.88	14,910.74	178,928.88
		STEP L	88.1480	7,051.84	15,278.98	183,347.84
		STEP M	90.3249	7,225.99	15,656.31	187,875.79

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B793	PARKS, REC & LIBRARY BUS ADMSTR					
		STEP A	37.7851	3,022.80	6,549.41	78,593.00
		STEP B	38.7183	3,097.46	6,711.17	80,534.06
		STEP C	39.6744	3,173.95	6,876.89	82,522.75
		STEP D	40.6542	3,252.33	7,046.72	84,560.73
		STEP E	41.6582	3,332.65	7,220.75	86,649.05
		STEP F	42.6870	3,414.96	7,399.08	88,788.96
		STEP G	43.7413	3,499.30	7,581.82	90,981.90
		STEP H	44.8215	3,585.72	7,769.06	93,228.72
		STEP I	45.9284	3,674.27	7,960.92	95,531.07
		STEP J	47.0626	3,765.00	8,157.51	97,890.20
		STEP K	48.2249	3,857.99	8,358.98	100,307.79
		STEP L	49.4158	3,953.26	8,565.40	102,784.86
		STEP M	50.6362	4,050.89	8,776.94	105,323.29
B854	PAYROLL SUPERVISOR					
		STEP A	40.0089	3,200.71	6,934.87	83,218.51
		STEP B	40.9966	3,279.72	7,106.07	85,272.92
		STEP C	42.0090	3,360.72	7,281.56	87,378.72
		STEP D	43.0464	3,443.71	7,461.37	89,536.51
		STEP E	44.1095	3,528.76	7,645.64	91,747.76
		STEP F	45.1989	3,615.91	7,834.47	94,013.71
		STEP G	46.3150	3,705.20	8,027.93	96,335.20
		STEP H	47.4589	3,796.71	8,226.20	98,714.51
		STEP I	48.6309	3,890.47	8,429.35	101,152.27
		STEP J	49.8319	3,986.55	8,637.52	103,650.35
		STEP K	51.0625	4,085.00	8,850.83	106,210.00
		STEP L	52.3236	4,185.88	9,069.42	108,833.08
		STEP M	53.6158	4,289.26	9,293.40	111,520.86
B958	PERMITS SUPERVISOR					
		STEP A	37.3189	2,985.51	6,468.60	77,623.31
		STEP B	38.2400	3,059.20	6,628.26	79,539.20
		STEP C	39.1843	3,134.74	6,791.94	81,503.34
		STEP D	40.1520	3,212.16	6,959.68	83,516.16
		STEP E	41.1436	3,291.48	7,131.55	85,578.68
		STEP F	42.1598	3,372.78	7,307.69	87,692.38
		STEP G	43.2009	3,456.07	7,488.15	89,857.87
		STEP H	44.2678	3,541.42	7,673.08	92,077.02
		STEP I	45.3610	3,628.88	7,862.57	94,350.88
		STEP J	46.4813	3,718.50	8,056.75	96,681.10
		STEP K	47.6291	3,810.32	8,255.71	99,068.52
		STEP L	48.8054	3,904.43	8,459.60	101,515.23
		STEP M	50.0107	4,000.85	8,668.52	104,022.25

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B795	PLANNING MANAGER	STEP A	56.6293	4,530.34	9,815.74	117,788.94
		STEP B	58.0272	4,642.17	10,058.04	120,696.57
		STEP C	59.4603	4,756.82	10,306.45	123,677.42
		STEP D	60.9287	4,874.29	10,560.97	126,731.69
		STEP E	62.4334	4,994.67	10,821.78	129,861.47
		STEP F	63.9752	5,118.01	11,089.03	133,068.41
		STEP G	65.5552	5,244.41	11,362.90	136,354.81
		STEP H	67.1741	5,373.92	11,643.51	139,722.12
		STEP I	68.8331	5,506.64	11,931.07	143,172.84
		STEP J	70.5330	5,642.64	12,225.72	146,708.64
		STEP K	72.2749	5,781.99	12,527.64	150,331.79
		STEP L	74.0598	5,924.78	12,837.03	154,044.38
		STEP M	75.8887	6,071.09	13,154.04	157,848.49
B796	POLICE CAPTAIN	STEP A	60.3182	4,825.45	10,455.15	125,461.85
		STEP B	61.8071	4,944.56	10,713.23	128,558.76
		STEP C	63.3335	5,066.68	10,977.80	131,733.68
		STEP D	64.8976	5,191.80	11,248.91	134,987.00
		STEP E	66.5003	5,320.02	11,526.71	138,320.62
		STEP F	68.1426	5,451.40	11,811.38	141,736.60
		STEP G	69.8254	5,586.03	12,103.06	145,236.83
		STEP H	71.5498	5,723.98	12,401.96	148,823.58
		STEP I	73.3168	5,865.34	12,708.24	152,498.94
		STEP J	75.1275	6,010.20	13,022.10	156,265.20
		STEP K	76.9828	6,158.62	13,343.68	160,124.22
		STEP L	78.8840	6,310.72	13,673.22	164,078.72
		STEP M	80.8321	6,466.56	14,010.89	168,130.76
B797	POLICE CHIEF	STEP A	79.5170	6,361.36	13,782.94	165,395.36
		STEP B	81.4796	6,518.36	14,123.13	169,477.56
		STEP C	83.4919	6,679.35	14,471.92	173,663.15
		STEP D	85.5538	6,844.30	14,829.32	177,951.90
		STEP E	87.6667	7,013.33	15,195.56	182,346.73
		STEP F	89.8316	7,186.52	15,570.81	186,849.72
		STEP G	92.0501	7,364.00	15,955.35	191,464.20
		STEP H	94.3234	7,545.87	16,349.38	196,192.67
		STEP I	96.6529	7,732.23	16,753.16	201,038.03
		STEP J	99.0398	7,923.18	17,166.89	206,002.78
		STEP K	101.4856	8,118.84	17,590.83	211,090.04
		STEP L	103.9920	8,319.36	18,025.28	216,303.36
		STEP M	106.5601	8,524.80	18,470.41	221,645.00

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B798	POLICE LIEUTENANT	STEP A	54.7527	4,380.21	9,490.46	113,885.61
		STEP B	56.1043	4,488.34	9,724.74	116,696.94
		STEP C	57.4899	4,599.19	9,964.91	119,578.99
		STEP D	58.9096	4,712.76	10,211.00	122,531.96
		STEP E	60.3645	4,829.16	10,463.18	125,558.16
		STEP F	61.8552	4,948.41	10,721.56	128,658.81
		STEP G	63.3828	5,070.62	10,986.35	131,836.22
		STEP H	64.9481	5,195.84	11,257.67	135,092.04
		STEP I	66.5521	5,324.16	11,535.69	138,428.36
		STEP J	68.1956	5,455.64	11,820.57	141,846.84
		STEP K	69.8798	5,590.38	12,112.49	145,349.98
		STEP L	71.6055	5,728.44	12,411.62	148,939.44
		STEP M	73.3739	5,869.91	12,718.14	152,617.71
B799	POLICE SERVICES ADMINISTRATOR	STEP A	42.2985	3,383.88	7,331.74	87,980.88
		STEP B	43.3428	3,467.42	7,512.75	90,153.02
		STEP C	44.4132	3,553.05	7,698.28	92,379.45
		STEP D	45.5101	3,640.80	7,888.41	94,661.00
		STEP E	46.6340	3,730.72	8,083.22	96,998.72
		STEP F	47.7856	3,822.84	8,282.83	99,394.04
		STEP G	48.9657	3,917.25	8,487.38	101,848.65
		STEP H	50.1750	4,014.00	8,697.00	104,364.00
		STEP I	51.4141	4,113.12	8,911.77	106,941.32
		STEP J	52.6838	4,214.70	9,131.85	109,582.30
		STEP K	53.9849	4,318.79	9,357.38	112,288.59
		STEP L	55.3182	4,425.45	9,588.48	115,061.85
		STEP M	56.6843	4,534.74	9,825.27	117,903.34
B800	POLICE SOCIAL SVCS ADMINSTR	STEP A	44.7824	3,582.59	7,762.28	93,147.39
		STEP B	45.8878	3,671.02	7,953.88	95,446.62
		STEP C	47.0210	3,761.68	8,150.30	97,803.68
		STEP D	48.1821	3,854.56	8,351.56	100,218.76
		STEP E	49.3721	3,949.76	8,557.83	102,693.96
		STEP F	50.5914	4,047.31	8,769.17	105,230.11
		STEP G	51.8408	4,147.26	8,985.73	107,828.86
		STEP H	53.1211	4,249.68	9,207.65	110,491.88
		STEP I	54.4329	4,354.63	9,435.03	113,220.43
		STEP J	55.7772	4,462.17	9,668.04	116,016.57
		STEP K	57.1547	4,572.37	9,906.81	118,881.77
		STEP L	58.5662	4,685.29	10,151.47	121,817.69
		STEP M	60.0125	4,801.00	10,402.16	124,826.00

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B801	POWER ENGINEERING MANAGER					
		STEP A	68.9362	5,514.89	11,948.94	143,387.29
		STEP B	70.6379	5,651.03	12,243.90	146,926.83
		STEP C	72.3824	5,790.59	12,546.28	150,555.39
		STEP D	74.1699	5,933.59	12,856.11	154,273.39
		STEP E	76.0016	6,080.12	13,173.61	158,083.32
		STEP F	77.8785	6,230.28	13,498.94	161,987.28
		STEP G	79.8018	6,384.14	13,832.31	165,987.74
		STEP H	81.7726	6,541.80	14,173.91	170,087.00
		STEP I	83.7921	6,703.36	14,523.96	174,287.56
		STEP J	85.8614	6,868.91	14,882.64	178,591.71
		STEP K	87.9818	7,038.54	15,250.17	183,002.14
		STEP L	90.1546	7,212.36	15,626.79	187,521.56
		STEP M	92.3811	7,390.48	16,012.72	192,152.68
B802	POWER GENERATION SUPERTINDENT					
		STEP A	63.2677	5,061.41	10,966.40	131,596.81
		STEP B	64.8296	5,186.36	11,237.13	134,845.56
		STEP C	66.4307	5,314.45	11,514.65	138,175.85
		STEP D	68.0712	5,445.69	11,799.00	141,588.09
		STEP E	69.7523	5,580.18	12,090.39	145,084.78
		STEP F	71.4749	5,717.99	12,388.98	148,667.79
		STEP G	73.2401	5,859.20	12,694.95	152,339.40
		STEP H	75.0487	6,003.89	13,008.44	156,101.29
		STEP I	76.9022	6,152.17	13,329.71	159,956.57
		STEP J	78.8013	6,304.10	13,658.89	163,906.70
		STEP K	80.7474	6,459.79	13,996.21	167,954.59
		STEP L	82.7416	6,619.32	14,341.87	172,102.52
		STEP M	84.7850	6,782.80	14,696.06	176,352.80
B803	POWER PLANT OPS & MAINT SUPV					
		STEP A	60.2506	4,820.04	10,443.43	125,321.24
		STEP B	61.7378	4,939.02	10,701.21	128,414.62
		STEP C	63.2625	5,061.00	10,965.50	131,586.00
		STEP D	64.8249	5,185.99	11,236.31	134,835.79
		STEP E	66.4258	5,314.06	11,513.80	138,165.66
		STEP F	68.0662	5,445.29	11,798.14	141,577.69
		STEP G	69.7472	5,579.77	12,089.51	145,074.17
		STEP H	71.4697	5,717.57	12,388.08	148,656.97
		STEP I	73.2347	5,858.77	12,694.01	152,328.17
		STEP J	75.0433	6,003.46	13,007.50	156,090.06
		STEP K	76.8966	6,151.72	13,328.74	159,944.92
		STEP L	78.7956	6,303.64	13,657.90	163,894.84
		STEP M	80.7416	6,459.32	13,995.21	167,942.52

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B804	POWER SUPPLY & PORTFOLIO ADMST					
		STEP A	65.4522	5,236.17	11,345.04	136,140.57
		STEP B	67.0680	5,365.44	11,625.12	139,501.44
		STEP C	68.7242	5,497.93	11,912.19	142,946.33
		STEP D	70.4214	5,633.71	12,206.37	146,476.51
		STEP E	72.1606	5,772.84	12,507.83	150,094.04
		STEP F	73.9427	5,915.41	12,816.73	153,800.81
		STEP G	75.7688	6,061.50	13,133.25	157,599.10
		STEP H	77.6400	6,211.20	13,457.60	161,491.20
		STEP I	79.5573	6,364.58	13,789.93	165,479.18
		STEP J	81.5221	6,521.76	14,130.49	169,565.96
		STEP K	83.5353	6,682.82	14,479.45	173,753.42
		STEP L	85.5983	6,847.86	14,837.03	178,044.46
		STEP M	87.7122	7,016.97	15,203.44	182,441.37
B805	PREVENTATIVE MAINT SUPERVISOR					
		STEP A	43.5705	3,485.64	7,552.22	90,626.64
		STEP B	44.6458	3,571.66	7,738.60	92,863.26
		STEP C	45.7484	3,659.87	7,929.72	95,156.67
		STEP D	46.8782	3,750.25	8,125.55	97,506.65
		STEP E	48.0359	3,842.87	8,326.22	99,914.67
		STEP F	49.2222	3,937.77	8,531.84	102,382.17
		STEP G	50.4378	4,035.02	8,742.55	104,910.62
		STEP H	51.6834	4,134.67	8,958.45	107,501.47
		STEP I	52.9598	4,236.78	9,179.69	110,156.38
		STEP J	54.2677	4,341.41	9,406.40	112,876.81
		STEP K	55.6078	4,448.62	9,638.68	115,664.22
		STEP L	56.9812	4,558.49	9,876.74	118,520.89
		STEP M	58.3884	4,671.07	10,120.65	121,447.87
B806	PRINCIPAL ENGINEER					
		STEP A	51.2263	4,098.10	8,879.22	106,550.70
		STEP B	52.4907	4,199.25	9,098.38	109,180.65
		STEP C	53.7870	4,302.96	9,323.08	111,876.96
		STEP D	55.1154	4,409.23	9,553.33	114,640.03
		STEP E	56.4765	4,518.12	9,789.26	117,471.12
		STEP F	57.8712	4,629.69	10,031.00	120,372.09
		STEP G	59.3005	4,744.04	10,278.75	123,345.04
		STEP H	60.7650	4,861.20	10,532.60	126,391.20
		STEP I	62.2656	4,981.24	10,792.70	129,512.44
		STEP J	63.8032	5,104.25	11,059.22	132,710.65
		STEP K	65.3789	5,230.31	11,332.34	135,988.11
		STEP L	66.9936	5,359.48	11,612.22	139,346.68
		STEP M	68.6480	5,491.84	11,898.98	142,787.84

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B807	PRINCIPAL PLANNER	STEP A	47.3068	3,784.54	8,199.84	98,398.14
		STEP B	48.4746	3,877.96	8,402.26	100,827.16
		STEP C	49.6717	3,973.73	8,609.76	103,317.13
		STEP D	50.8984	4,071.87	8,822.38	105,868.67
		STEP E	52.1554	4,172.43	9,040.26	108,483.23
		STEP F	53.4434	4,275.47	9,263.52	111,162.27
		STEP G	54.7633	4,381.06	9,492.30	113,907.66
		STEP H	56.1157	4,489.25	9,726.72	116,720.65
		STEP I	57.5015	4,600.12	9,966.92	119,603.12
		STEP J	58.9216	4,713.72	10,213.07	122,556.92
		STEP K	60.3767	4,830.13	10,465.29	125,583.53
		STEP L	61.8678	4,949.42	10,723.75	128,685.02
		STEP M	63.3957	5,071.65	10,988.58	131,863.05
B808	PUB AFFAIRS&COMMUNICAT ADMNSTR	STEP A	44.7824	3,582.59	7,762.28	93,147.39
		STEP B	45.8878	3,671.02	7,953.88	95,446.62
		STEP C	47.0210	3,761.68	8,150.30	97,803.68
		STEP D	48.1821	3,854.56	8,351.56	100,218.76
		STEP E	49.3721	3,949.76	8,557.83	102,693.96
		STEP F	50.5914	4,047.31	8,769.17	105,230.11
		STEP G	51.8408	4,147.26	8,985.73	107,828.86
		STEP H	53.1211	4,249.68	9,207.65	110,491.88
		STEP I	54.4329	4,354.63	9,435.03	113,220.43
		STEP J	55.7772	4,462.17	9,668.04	116,016.57
		STEP K	57.1547	4,572.37	9,906.81	118,881.77
		STEP L	58.5662	4,685.29	10,151.47	121,817.69
		STEP M	60.0125	4,801.00	10,402.16	124,826.00
B809	PUBLIC AFFAIRS&COMMNCT DIRECTOR	STEP A	56.6292	4,530.33	9,815.72	117,788.73
		STEP B	58.0272	4,642.17	10,058.04	120,696.57
		STEP C	59.4602	4,756.81	10,306.43	123,677.21
		STEP D	60.9286	4,874.28	10,560.95	126,731.48
		STEP E	62.4333	4,994.66	10,821.77	129,861.26
		STEP F	63.9751	5,118.00	11,089.01	133,068.20
		STEP G	65.5551	5,244.40	11,362.88	136,354.60
		STEP H	67.1740	5,373.92	11,643.49	139,721.92
		STEP I	68.8330	5,506.64	11,931.05	143,172.64
		STEP J	70.5329	5,642.63	12,225.70	146,708.43
		STEP K	72.2748	5,781.98	12,527.63	150,331.58
		STEP L	74.0596	5,924.76	12,837.00	154,043.96
		STEP M	75.8886	6,071.08	13,154.02	157,848.28

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B810	PUBLIC INFORMATION OFFICER					
		STEP A	41.0425	3,283.40	7,114.03	85,368.40
		STEP B	42.0555	3,364.44	7,289.62	87,475.44
		STEP C	43.0942	3,447.53	7,469.66	89,635.93
		STEP D	44.1584	3,532.67	7,654.12	91,849.47
		STEP E	45.2489	3,619.91	7,843.14	94,117.71
		STEP F	46.3663	3,709.30	8,036.82	96,441.90
		STEP G	47.5115	3,800.92	8,235.32	98,823.92
		STEP H	48.6848	3,894.78	8,438.69	101,264.38
		STEP I	49.8871	3,990.96	8,647.09	103,765.16
		STEP J	51.1191	4,089.52	8,860.64	106,327.72
		STEP K	52.3816	4,190.52	9,079.47	108,953.72
		STEP L	53.6752	4,294.01	9,303.70	111,644.41
		STEP M	55.0007	4,400.05	9,533.45	114,401.45
B811	PUBLIC WORKS DIRECTOR					
		STEP A	62.2090	4,976.72	10,782.89	129,394.72
		STEP B	63.7448	5,099.58	11,049.09	132,589.18
		STEP C	65.3191	5,225.52	11,321.97	135,863.72
		STEP D	66.9322	5,354.57	11,601.58	139,218.97
		STEP E	68.5851	5,486.80	11,888.08	142,657.00
		STEP F	70.2789	5,622.31	12,181.67	146,180.11
		STEP G	72.0144	5,761.15	12,482.49	149,789.95
		STEP H	73.7929	5,903.43	12,790.76	153,489.23
		STEP I	75.6154	6,049.23	13,106.66	157,280.03
		STEP J	77.4828	6,198.62	13,430.35	161,164.22
		STEP K	79.3963	6,351.70	13,762.02	165,144.30
		STEP L	81.3570	6,508.56	14,101.88	169,222.56
		STEP M	83.3662	6,669.29	14,450.14	173,401.69
B812	PURCHASING & WAREHOUSE MANAGER					
		STEP A	42.3644	3,389.15	7,343.16	88,117.95
		STEP B	43.4101	3,472.80	7,524.41	90,293.00
		STEP C	44.4822	3,558.57	7,710.24	92,522.97
		STEP D	45.5807	3,646.45	7,900.65	94,807.85
		STEP E	46.7064	3,736.51	8,095.77	97,149.31
		STEP F	47.8598	3,828.78	8,295.69	99,548.38
		STEP G	49.0418	3,923.34	8,500.57	102,006.94
		STEP H	50.2529	4,020.23	8,710.50	104,526.03
		STEP I	51.4940	4,119.52	8,925.62	107,107.52
		STEP J	52.7657	4,221.25	9,146.05	109,752.65
		STEP K	54.0688	4,325.50	9,371.92	112,463.10
		STEP L	55.4040	4,432.32	9,603.36	115,240.32
		STEP M	56.7723	4,541.78	9,840.53	118,086.38

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B813	RECREATION MANAGER					
		STEP A	42.1258	3,370.06	7,301.80	87,621.66
		STEP B	43.1661	3,453.28	7,482.12	89,785.48
		STEP C	44.2322	3,538.57	7,666.91	92,002.97
		STEP D	45.3245	3,625.96	7,856.24	94,274.96
		STEP E	46.4439	3,715.51	8,050.27	96,603.31
		STEP F	47.5909	3,807.27	8,249.08	98,989.07
		STEP G	48.7661	3,901.28	8,452.79	101,433.48
		STEP H	49.9705	3,997.64	8,661.55	103,938.64
		STEP I	51.2045	4,096.36	8,875.44	106,505.36
		STEP J	52.4691	4,197.52	9,094.64	109,135.72
		STEP K	53.7648	4,301.18	9,319.23	111,830.78
		STEP L	55.0926	4,407.40	9,549.38	114,592.60
		STEP M	56.4532	4,516.25	9,785.22	117,422.65
B814	RECREATION SUPERINTENDENT					
		STEP A	36.5591	2,924.72	6,336.91	76,042.92
		STEP B	37.4620	2,996.96	6,493.41	77,920.96
		STEP C	38.3872	3,070.97	6,653.78	79,845.37
		STEP D	39.3352	3,146.81	6,818.10	81,817.21
		STEP E	40.3066	3,224.52	6,986.47	83,837.72
		STEP F	41.3020	3,304.16	7,159.01	85,908.16
		STEP G	42.3220	3,385.76	7,335.81	88,029.76
		STEP H	43.3672	3,469.37	7,516.98	90,203.77
		STEP I	44.4382	3,555.05	7,702.62	92,431.45
		STEP J	45.5357	3,642.85	7,892.85	94,714.25
		STEP K	46.6602	3,732.81	8,087.76	97,053.21
		STEP L	47.8125	3,825.00	8,287.50	99,450.00
		STEP M	48.9933	3,919.46	8,492.17	101,906.06
B815	RECREATION SUPERVISOR					
		STEP A	31.8553	2,548.42	5,521.58	66,259.02
		STEP B	32.6420	2,611.36	5,657.94	67,895.36
		STEP C	33.4481	2,675.84	5,797.67	69,572.04
		STEP D	34.2742	2,741.93	5,940.86	71,290.33
		STEP E	35.1206	2,809.64	6,087.57	73,050.84
		STEP F	35.9879	2,879.03	6,237.90	74,854.83
		STEP G	36.8768	2,950.14	6,391.97	76,703.74
		STEP H	37.7874	3,022.99	6,549.81	78,597.79
		STEP I	38.7206	3,097.64	6,711.57	80,538.84
		STEP J	39.6769	3,174.15	6,877.32	82,527.95
		STEP K	40.6568	3,252.54	7,047.17	84,566.14
		STEP L	41.6608	3,332.86	7,221.20	86,654.46
		STEP M	42.6897	3,415.17	7,399.54	88,794.57

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B846	REFUSE & STORMWATER MANAGER					
		STEP A	57.6313	4,610.50	9,989.42	119,873.10
		STEP B	59.0537	4,724.29	10,235.97	122,831.69
		STEP C	60.5121	4,840.96	10,488.76	125,865.16
		STEP D	62.0065	4,960.52	10,747.79	128,973.52
		STEP E	63.5378	5,083.02	11,013.21	132,158.62
		STEP F	65.1070	5,208.56	11,285.21	135,422.56
		STEP G	66.7149	5,337.19	11,563.91	138,766.99
		STEP H	68.3624	5,468.99	11,849.48	142,193.79
		STEP I	70.0507	5,604.05	12,142.12	145,705.45
		STEP J	71.7808	5,742.46	12,442.00	149,304.06
		STEP K	73.5534	5,884.27	12,749.25	152,991.07
		STEP L	75.3699	6,029.59	13,064.11	156,769.39
		STEP M	77.2312	6,178.49	13,386.74	160,640.89
B816	REFUSE SUPERINTENDENT					
		STEP A	40.8726	3,269.80	7,084.58	85,015.00
		STEP B	41.8814	3,350.51	7,259.44	87,113.31
		STEP C	42.9158	3,433.26	7,438.73	89,264.86
		STEP D	43.9756	3,518.04	7,622.43	91,469.24
		STEP E	45.0617	3,604.93	7,810.69	93,728.33
		STEP F	46.1745	3,693.96	8,003.58	96,042.96
		STEP G	47.3148	3,785.18	8,201.23	98,414.78
		STEP H	48.4833	3,878.66	8,403.77	100,845.26
		STEP I	49.6806	3,974.44	8,611.30	103,335.64
		STEP J	50.9075	4,072.60	8,823.96	105,887.60
		STEP K	52.1647	4,173.17	9,041.88	108,502.57
		STEP L	53.4530	4,276.24	9,265.18	111,182.24
		STEP M	54.7731	4,381.84	9,494.00	113,928.04
B817	REFUSE SUPERVISOR					
		STEP A	34.4344	2,754.75	5,968.62	71,623.55
		STEP B	35.2838	2,822.70	6,115.85	73,390.30
		STEP C	36.1552	2,892.41	6,266.90	75,202.81
		STEP D	37.0481	2,963.84	6,421.67	77,060.04
		STEP E	37.9631	3,037.04	6,580.27	78,963.24
		STEP F	38.9007	3,112.05	6,742.78	80,913.45
		STEP G	39.8613	3,188.90	6,909.29	82,911.50
		STEP H	40.8457	3,267.65	7,079.92	84,959.05
		STEP I	41.8545	3,348.36	7,254.78	87,057.36
		STEP J	42.8880	3,431.04	7,433.92	89,207.04
		STEP K	43.9472	3,515.77	7,617.51	91,410.17
		STEP L	45.0326	3,602.60	7,805.65	93,667.80
		STEP M	46.1447	3,691.57	7,998.41	95,980.97

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B819	RISK MANAGER	STEP A	51.2305	4,098.44	8,879.95	106,559.44
		STEP B	52.4952	4,199.61	9,099.16	109,190.01
		STEP C	53.7916	4,303.32	9,323.87	111,886.52
		STEP D	55.1201	4,409.60	9,554.15	114,649.80
		STEP E	56.4813	4,518.50	9,790.09	117,481.10
		STEP F	57.8761	4,630.08	10,031.85	120,382.28
		STEP G	59.3055	4,744.44	10,279.62	123,355.44
		STEP H	60.7701	4,861.60	10,533.48	126,401.80
		STEP I	62.2708	4,981.66	10,793.60	129,523.26
		STEP J	63.8086	5,104.68	11,060.15	132,721.88
		STEP K	65.3844	5,230.75	11,333.29	135,999.55
		STEP L	66.9992	5,359.93	11,613.19	139,358.33
		STEP M	68.6539	5,492.31	11,900.00	142,800.11
B820	SAFETY COORDINATOR	STEP A	37.3188	2,985.50	6,468.59	77,623.10
		STEP B	38.2400	3,059.20	6,628.26	79,539.20
		STEP C	39.1843	3,134.74	6,791.94	81,503.34
		STEP D	40.1520	3,212.16	6,959.68	83,516.16
		STEP E	41.1436	3,291.48	7,131.55	85,578.68
		STEP F	42.1598	3,372.78	7,307.69	87,692.38
		STEP G	43.2009	3,456.07	7,488.15	89,857.87
		STEP H	44.2678	3,541.42	7,673.08	92,077.02
		STEP I	45.3610	3,628.88	7,862.57	94,350.88
		STEP J	46.4813	3,718.50	8,056.75	96,681.10
		STEP K	47.6291	3,810.32	8,255.71	99,068.52
		STEP L	48.8054	3,904.43	8,459.60	101,515.23
		STEP M	50.0107	4,000.85	8,668.52	104,022.25
B821	SR BUSINESS SYSTEMS ANALYST	STEP A	35.4616	2,836.92	6,146.67	73,760.12
		STEP B	36.3369	2,906.95	6,298.39	75,580.75
		STEP C	37.2343	2,978.74	6,453.94	77,447.34
		STEP D	38.1538	3,052.30	6,613.32	79,359.90
		STEP E	39.0960	3,127.68	6,776.64	81,319.68
		STEP F	40.0615	3,204.92	6,943.99	83,327.92
		STEP G	41.0509	3,284.07	7,115.48	85,385.87
		STEP H	42.0647	3,365.17	7,291.21	87,494.57
		STEP I	43.1036	3,448.28	7,471.29	89,655.48
		STEP J	44.1680	3,533.44	7,655.78	91,869.44
		STEP K	45.2587	3,620.69	7,844.84	94,138.09
		STEP L	46.3764	3,710.11	8,038.57	96,462.91
		STEP M	47.5218	3,801.74	8,237.11	98,845.34

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B822	SR DATABASE ANALYST					
		STEP A	36.0577	2,884.61	6,250.00	75,000.01
		STEP B	36.9482	2,955.85	6,404.35	76,852.25
		STEP C	37.8607	3,028.85	6,562.52	78,750.25
		STEP D	38.7957	3,103.65	6,724.58	80,695.05
		STEP E	39.7538	3,180.30	6,890.65	82,687.90
		STEP F	40.7355	3,258.84	7,060.82	84,729.84
		STEP G	41.7416	3,339.32	7,235.21	86,822.52
		STEP H	42.7724	3,421.79	7,413.88	88,966.59
		STEP I	43.8287	3,506.29	7,596.97	91,163.69
		STEP J	44.9111	3,592.88	7,784.59	93,415.08
		STEP K	46.0203	3,681.62	7,976.85	95,722.22
		STEP L	47.1567	3,772.53	8,173.82	98,085.93
		STEP M	48.3213	3,865.70	8,375.69	100,508.30
B823	SR DEPUTY CITY ATTORNEY					
		STEP A	65.0919	5,207.35	11,282.59	135,391.15
		STEP B	66.6987	5,335.89	11,561.10	138,733.29
		STEP C	68.3459	5,467.67	11,846.62	142,159.47
		STEP D	70.0338	5,602.70	12,139.19	145,670.30
		STEP E	71.7633	5,741.06	12,438.97	149,267.66
		STEP F	73.5356	5,882.84	12,746.17	152,954.04
		STEP G	75.3516	6,028.12	13,060.94	156,731.32
		STEP H	77.2125	6,177.00	13,383.50	160,602.00
		STEP I	79.1194	6,329.55	13,714.02	164,568.35
		STEP J	81.0733	6,485.86	14,052.70	168,632.46
		STEP K	83.0755	6,646.04	14,399.75	172,797.04
		STEP L	85.1271	6,810.16	14,755.36	177,064.36
		STEP M	87.2294	6,978.35	15,119.76	181,437.15
B951	SR DEVELOPMENT SERVICES ANALYST					
		STEP A	35.6131	2,849.04	6,172.93	74,075.24
		STEP B	36.4922	2,919.37	6,325.31	75,903.77
		STEP C	37.3934	2,991.47	6,481.52	77,778.27
		STEP D	38.3168	3,065.34	6,641.57	79,698.94
		STEP E	39.2631	3,141.04	6,805.60	81,667.24
		STEP F	40.2328	3,218.62	6,973.68	83,684.22
		STEP G	41.2263	3,298.10	7,145.89	85,750.70
		STEP H	42.2445	3,379.56	7,322.38	87,868.56
		STEP I	43.2877	3,463.01	7,503.20	90,038.41
		STEP J	44.3568	3,548.54	7,688.51	92,262.14
		STEP K	45.4522	3,636.17	7,878.38	94,540.57
		STEP L	46.5747	3,725.97	8,072.94	96,875.37
		STEP M	47.7249	3,817.99	8,272.31	99,267.79

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B824	SR ELECTRIC BUSINESS ANALYST					
		STEP A	48.5181	3,881.44	8,409.80	100,917.64
		STEP B	49.7159	3,977.27	8,617.42	103,409.07
		STEP C	50.9437	4,075.49	8,830.24	105,962.89
		STEP D	52.2018	4,176.14	9,048.31	108,579.74
		STEP E	53.4909	4,279.27	9,271.75	111,261.07
		STEP F	54.8119	4,384.95	9,500.72	114,008.75
		STEP G	56.1656	4,493.24	9,735.37	116,824.44
		STEP H	57.5527	4,604.21	9,975.80	119,709.61
		STEP I	58.9741	4,717.92	10,222.17	122,666.12
		STEP J	60.4304	4,834.43	10,474.60	125,695.23
		STEP K	61.9229	4,953.83	10,733.30	128,799.63
		STEP L	63.4521	5,076.16	10,998.36	131,980.36
		STEP M	65.0191	5,201.52	11,269.97	135,239.72
B825	SR ENERGY SERVICES ACCOUNT REP					
		STEP A	48.5758	3,886.06	8,419.80	101,037.66
		STEP B	49.7747	3,981.97	8,627.61	103,531.37
		STEP C	51.0040	4,080.32	8,840.69	106,088.32
		STEP D	52.2636	4,181.08	9,059.02	108,708.28
		STEP E	53.5543	4,284.34	9,282.74	111,392.94
		STEP F	54.8768	4,390.14	9,511.97	114,143.74
		STEP G	56.2321	4,498.56	9,746.89	116,962.76
		STEP H	57.6207	4,609.65	9,987.58	119,851.05
		STEP I	59.0437	4,723.49	10,234.24	122,810.89
		STEP J	60.5019	4,840.15	10,487.00	125,843.95
		STEP K	61.9961	4,959.68	10,745.99	128,951.88
		STEP L	63.5271	5,082.16	11,011.36	132,136.36
		STEP M	65.0960	5,207.68	11,283.30	135,399.68
B826	SR ENGINEER					
		STEP A	43.5792	3,486.33	7,553.72	90,644.73
		STEP B	44.6550	3,572.40	7,740.20	92,882.40
		STEP C	45.7577	3,660.61	7,931.33	95,176.01
		STEP D	46.8878	3,751.02	8,127.21	97,526.62
		STEP E	48.0458	3,843.66	8,327.93	99,935.26
		STEP F	49.2322	3,938.57	8,533.58	102,402.97
		STEP G	50.4481	4,035.84	8,744.33	104,932.04
		STEP H	51.6940	4,135.52	8,960.29	107,523.52
		STEP I	52.9706	4,237.64	9,181.57	110,178.84
		STEP J	54.2788	4,342.30	9,408.32	112,899.90
		STEP K	55.6193	4,449.54	9,640.67	115,688.14
		STEP L	56.9928	4,559.42	9,878.75	118,545.02
		STEP M	58.4003	4,672.02	10,122.71	121,472.62

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B947	SR GIS ANALYST	STEP A	35.4589	2,836.71	6,146.20	73,754.51
		STEP B	36.3342	2,906.73	6,297.92	75,575.13
		STEP C	37.2315	2,978.52	6,453.46	77,441.52
		STEP D	38.1510	3,052.08	6,612.84	79,354.08
		STEP E	39.0931	3,127.44	6,776.13	81,313.64
		STEP F	40.0587	3,204.69	6,943.50	83,322.09
		STEP G	41.0480	3,283.84	7,114.98	85,379.84
		STEP H	42.0616	3,364.92	7,290.67	87,488.12
		STEP I	43.1004	3,448.03	7,470.73	89,648.83
		STEP J	44.1648	3,533.18	7,655.23	91,862.78
		STEP K	45.2555	3,620.44	7,844.28	94,131.44
		STEP L	46.3731	3,709.84	8,038.00	96,456.04
		STEP M	47.5183	3,801.46	8,236.50	98,838.06
B827	SR HUMAN RESOURCES ANALYST	STEP A	39.1848	3,134.78	6,792.03	81,504.38
		STEP B	40.1519	3,212.15	6,959.66	83,515.95
		STEP C	41.1434	3,291.47	7,131.52	85,578.27
		STEP D	42.1596	3,372.76	7,307.66	87,691.96
		STEP E	43.2008	3,456.06	7,488.13	89,857.66
		STEP F	44.2676	3,541.40	7,673.05	92,076.60
		STEP G	45.3608	3,628.86	7,862.53	94,350.46
		STEP H	46.4811	3,718.48	8,056.72	96,680.68
		STEP I	47.6290	3,810.32	8,255.69	99,068.32
		STEP J	48.8053	3,904.42	8,459.58	101,515.02
		STEP K	50.0105	4,000.84	8,668.48	104,021.84
		STEP L	51.2456	4,099.64	8,882.57	106,590.84
		STEP M	52.5111	4,200.88	9,101.92	109,223.08
B828	SR IT ANALYST	STEP A	35.5077	2,840.61	6,154.66	73,856.01
		STEP B	36.3841	2,910.72	6,306.57	75,678.92
		STEP C	37.2826	2,982.60	6,462.31	77,547.80
		STEP D	38.2034	3,056.27	6,621.92	79,463.07
		STEP E	39.1469	3,131.75	6,785.46	81,425.55
		STEP F	40.1136	3,209.08	6,953.02	83,436.28
		STEP G	41.1043	3,288.34	7,124.74	85,496.94
		STEP H	42.1194	3,369.55	7,300.69	87,608.35
		STEP I	43.1596	3,452.76	7,481.00	89,771.96
		STEP J	44.2255	3,538.04	7,665.75	91,989.04
		STEP K	45.3177	3,625.41	7,855.06	94,260.81
		STEP L	46.4368	3,714.94	8,049.04	96,588.54
		STEP M	47.5836	3,806.68	8,247.82	98,973.88

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B829	SR PLANNER	STEP A	41.1373	3,290.98	7,130.46	85,565.58
		STEP B	42.1528	3,372.22	7,306.48	87,677.82
		STEP C	43.1938	3,455.50	7,486.92	89,843.10
		STEP D	44.2606	3,540.84	7,671.83	92,062.04
		STEP E	45.3536	3,628.28	7,861.29	94,335.48
		STEP F	46.4736	3,717.88	8,055.42	96,665.08
		STEP G	47.6214	3,809.71	8,254.37	99,052.51
		STEP H	48.7974	3,903.79	8,458.21	101,498.59
		STEP I	50.0024	4,000.19	8,667.08	104,004.99
		STEP J	51.2374	4,098.99	8,881.14	106,573.79
		STEP K	52.5027	4,200.21	9,100.46	109,205.61
		STEP L	53.7993	4,303.94	9,325.21	111,902.54
		STEP M	55.1279	4,410.23	9,555.50	114,666.03
B830	SR POWER ENGINEER	STEP A	61.0097	4,880.77	10,575.01	126,900.17
		STEP B	62.5158	5,001.26	10,836.07	130,032.86
		STEP C	64.0597	5,124.77	11,103.68	133,244.17
		STEP D	65.6417	5,251.33	11,377.89	136,534.73
		STEP E	67.2628	5,381.02	11,658.88	139,906.62
		STEP F	68.9240	5,513.92	11,946.82	143,361.92
		STEP G	70.6260	5,650.08	12,241.84	146,902.08
		STEP H	72.3702	5,789.61	12,544.16	150,530.01
		STEP I	74.1575	5,932.60	12,853.96	154,247.60
		STEP J	75.9889	6,079.11	13,171.40	158,056.91
		STEP K	77.8655	6,229.24	13,496.68	161,960.24
		STEP L	79.7885	6,383.08	13,830.00	165,960.08
		STEP M	81.7589	6,540.71	14,171.54	170,058.51
B831	SR POWER PLANT ENGINEER	STEP A	61.0097	4,880.77	10,575.01	126,900.17
		STEP B	62.5158	5,001.26	10,836.07	130,032.86
		STEP C	64.0597	5,124.77	11,103.68	133,244.17
		STEP D	65.6417	5,251.33	11,377.89	136,534.73
		STEP E	67.2628	5,381.02	11,658.88	139,906.62
		STEP F	68.9240	5,513.92	11,946.82	143,361.92
		STEP G	70.6260	5,650.08	12,241.84	146,902.08
		STEP H	72.3702	5,789.61	12,544.16	150,530.01
		STEP I	74.1575	5,932.60	12,853.96	154,247.60
		STEP J	75.9889	6,079.11	13,171.40	158,056.91
		STEP K	77.8655	6,229.24	13,496.68	161,960.24
		STEP L	79.7885	6,383.08	13,830.00	165,960.08
		STEP M	81.7589	6,540.71	14,171.54	170,058.51

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B833	STREET MAINT SUPERINTENDENT					
		STEP A	43.5705	3,485.64	7,552.22	90,626.64
		STEP B	44.6458	3,571.66	7,738.60	92,863.26
		STEP C	45.7484	3,659.87	7,929.72	95,156.67
		STEP D	46.8782	3,750.25	8,125.55	97,506.65
		STEP E	48.0359	3,842.87	8,326.22	99,914.67
		STEP F	49.2222	3,937.77	8,531.84	102,382.17
		STEP G	50.4378	4,035.02	8,742.55	104,910.62
		STEP H	51.6834	4,134.67	8,958.45	107,501.47
		STEP I	52.9598	4,236.78	9,179.69	110,156.38
		STEP J	54.2677	4,341.41	9,406.40	112,876.81
		STEP K	55.6078	4,448.62	9,638.68	115,664.22
		STEP L	56.9812	4,558.49	9,876.74	118,520.89
		STEP M	58.3884	4,671.07	10,120.65	121,447.87
B832	STREET MAINT SUPERVISOR					
		STEP A	33.2846	2,662.76	5,769.33	69,231.96
		STEP B	34.1062	2,728.49	5,911.74	70,940.89
		STEP C	34.9485	2,795.88	6,057.74	72,692.88
		STEP D	35.8116	2,864.92	6,207.34	74,488.12
		STEP E	36.6960	2,935.68	6,360.64	76,327.68
		STEP F	37.6022	3,008.17	6,517.71	78,212.57
		STEP G	38.5308	3,082.46	6,678.67	80,144.06
		STEP H	39.4824	3,158.59	6,843.61	82,123.39
		STEP I	40.4575	3,236.60	7,012.63	84,151.60
		STEP J	41.4566	3,316.52	7,185.81	86,229.72
		STEP K	42.4804	3,398.43	7,363.26	88,359.23
		STEP L	43.5295	3,482.36	7,545.11	90,541.36
		STEP M	44.6045	3,568.36	7,731.44	92,777.36
B834	URBAN FORESTER					
		STEP A	35.5414	2,843.31	6,160.50	73,926.11
		STEP B	36.4187	2,913.49	6,312.57	75,750.89
		STEP C	37.3180	2,985.44	6,468.45	77,621.44
		STEP D	38.2397	3,059.17	6,628.21	79,538.57
		STEP E	39.1840	3,134.72	6,791.89	81,502.72
		STEP F	40.1517	3,212.13	6,959.62	83,515.53
		STEP G	41.1433	3,291.46	7,131.50	85,578.06
		STEP H	42.1594	3,372.75	7,307.62	87,691.55
		STEP I	43.2006	3,456.04	7,488.10	89,857.24
		STEP J	44.2675	3,541.40	7,673.03	92,076.40
		STEP K	45.3607	3,628.85	7,862.52	94,350.25
		STEP L	46.4809	3,718.47	8,056.68	96,680.27
		STEP M	47.6288	3,810.30	8,255.65	99,067.90

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B835	WATER CONSERVATION ADMINSTR	STEP A	39.2069	3,136.55	6,795.86	81,550.35
		STEP B	40.1748	3,213.98	6,963.63	83,563.58
		STEP C	41.1670	3,293.36	7,135.61	85,627.36
		STEP D	42.1836	3,374.68	7,311.82	87,741.88
		STEP E	43.2254	3,458.03	7,492.40	89,908.83
		STEP F	44.2929	3,543.43	7,677.43	92,129.23
		STEP G	45.3867	3,630.93	7,867.02	94,404.33
		STEP H	46.5076	3,720.60	8,061.31	96,735.80
		STEP I	47.6561	3,812.48	8,260.39	99,124.68
		STEP J	48.8331	3,906.64	8,464.40	101,572.84
		STEP K	50.0391	4,003.12	8,673.44	104,081.32
		STEP L	51.2748	4,101.98	8,887.63	106,651.58
		STEP M	52.5411	4,203.28	9,107.12	109,285.48
B836	WATER DISTRIBUTION SUPERVISOR	STEP A	35.5414	2,843.31	6,160.50	73,926.11
		STEP B	36.4187	2,913.49	6,312.57	75,750.89
		STEP C	37.3180	2,985.44	6,468.45	77,621.44
		STEP D	38.2397	3,059.17	6,628.21	79,538.57
		STEP E	39.1840	3,134.72	6,791.89	81,502.72
		STEP F	40.1517	3,212.13	6,959.62	83,515.53
		STEP G	41.1433	3,291.46	7,131.50	85,578.06
		STEP H	42.1594	3,372.75	7,307.62	87,691.55
		STEP I	43.2006	3,456.04	7,488.10	89,857.24
		STEP J	44.2675	3,541.40	7,673.03	92,076.40
		STEP K	45.3607	3,628.85	7,862.52	94,350.25
		STEP L	46.4809	3,718.47	8,056.68	96,680.27
		STEP M	47.6288	3,810.30	8,255.65	99,067.90
B850	WATER DISTRIBUTION SUPT	STEP A	42.9210	3,433.68	7,439.64	89,275.68
		STEP B	44.6389	3,571.11	7,737.40	92,848.91
		STEP C	45.7413	3,659.30	7,928.49	95,141.90
		STEP D	46.8709	3,749.67	8,124.28	97,491.47
		STEP E	48.0284	3,842.27	8,324.92	99,899.07
		STEP F	49.2145	3,937.16	8,530.51	102,366.16
		STEP G	50.4299	4,034.39	8,741.18	104,894.19
		STEP H	51.6753	4,134.02	8,957.05	107,484.62
		STEP I	52.9516	4,236.12	9,178.27	110,139.32
		STEP J	54.2592	4,340.73	9,404.92	112,859.13
		STEP K	55.5992	4,447.93	9,637.19	115,646.33
		STEP L	56.9723	4,557.78	9,875.19	118,502.38
		STEP M	58.3793	4,670.34	10,119.07	121,428.94

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B837	WATER QUALITY LAB SUPERVISOR					
		STEP A	37.3171	2,985.36	6,468.29	77,619.56
		STEP B	38.2381	3,059.04	6,627.93	79,535.24
		STEP C	39.1824	3,134.59	6,791.61	81,499.39
		STEP D	40.1501	3,212.00	6,959.35	83,512.20
		STEP E	41.1416	3,291.32	7,131.21	85,574.52
		STEP F	42.1576	3,372.60	7,307.31	87,687.80
		STEP G	43.1987	3,455.89	7,487.77	89,853.29
		STEP H	44.2657	3,541.25	7,672.72	92,072.65
		STEP I	45.3588	3,628.70	7,862.19	94,346.30
		STEP J	46.4790	3,718.32	8,056.36	96,676.32
		STEP K	47.6269	3,810.15	8,255.32	99,063.95
		STEP L	48.8030	3,904.24	8,459.18	101,510.24
		STEP M	50.0083	4,000.66	8,668.10	104,017.26
B838	WATER TRMT PLT CHIEF OPERATOR					
		STEP A	42.6478	3,411.82	7,392.28	88,707.42
		STEP B	43.7006	3,496.04	7,574.77	90,897.24
		STEP C	44.7798	3,582.38	7,761.83	93,141.98
		STEP D	45.8856	3,670.84	7,953.50	95,442.04
		STEP E	47.0188	3,761.50	8,149.92	97,799.10
		STEP F	48.1800	3,854.40	8,351.20	100,214.40
		STEP G	49.3699	3,949.59	8,557.44	102,689.39
		STEP H	50.5891	4,047.12	8,768.77	105,225.32
		STEP I	51.8384	4,147.07	8,985.32	107,823.87
		STEP J	53.1186	4,249.48	9,207.22	110,486.68
		STEP K	54.4305	4,354.44	9,434.62	113,215.44
		STEP L	55.7747	4,461.97	9,667.61	116,011.37
		STEP M	57.1521	4,572.16	9,906.36	118,876.36
B839	WATER UTILITY MANAGER					
		STEP A	57.6313	4,610.50	9,989.42	119,873.10
		STEP B	59.0537	4,724.29	10,235.97	122,831.69
		STEP C	60.5121	4,840.96	10,488.76	125,865.16
		STEP D	62.0065	4,960.52	10,747.79	128,973.52
		STEP E	63.5378	5,083.02	11,013.21	132,158.62
		STEP F	65.1070	5,208.56	11,285.21	135,422.56
		STEP G	66.7149	5,337.19	11,563.91	138,766.99
		STEP H	68.3624	5,468.99	11,849.48	142,193.79
		STEP I	70.0507	5,604.05	12,142.12	145,705.45
		STEP J	71.7808	5,742.46	12,442.00	149,304.06
		STEP K	73.5534	5,884.27	12,749.25	152,991.07
		STEP L	75.3699	6,029.59	13,064.11	156,769.39
		STEP M	77.2312	6,178.49	13,386.74	160,640.89

CITY OF ROSEVILLE

SALARY SCHEDULE - B

Appendix: X
Percentage: 1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B840	WSTWTR COLLECTION SUPT					
		STEP A	43.5636	3,485.08	7,551.02	90,612.28
		STEP B	44.6389	3,571.11	7,737.40	92,848.91
		STEP C	45.7413	3,659.30	7,928.49	95,141.90
		STEP D	46.8709	3,749.67	8,124.28	97,491.47
		STEP E	48.0284	3,842.27	8,324.92	99,899.07
		STEP F	49.2146	3,937.16	8,530.53	102,366.36
		STEP G	50.4299	4,034.39	8,741.18	104,894.19
		STEP H	51.6753	4,134.02	8,957.05	107,484.62
		STEP I	52.9516	4,236.12	9,178.27	110,139.32
		STEP J	54.2592	4,340.73	9,404.92	112,859.13
		STEP K	55.5992	4,447.93	9,637.19	115,646.33
		STEP L	56.9723	4,557.78	9,875.19	118,502.38
		STEP M	58.3793	4,670.34	10,119.07	121,428.94
B841	WSTWTR COLLECTION SUPV					
		STEP A	35.5415	2,843.32	6,160.52	73,926.32
		STEP B	36.4187	2,913.49	6,312.57	75,750.89
		STEP C	37.3180	2,985.44	6,468.45	77,621.44
		STEP D	38.2397	3,059.17	6,628.21	79,538.57
		STEP E	39.1840	3,134.72	6,791.89	81,502.72
		STEP F	40.1517	3,212.13	6,959.62	83,515.53
		STEP G	41.1433	3,291.46	7,131.50	85,578.06
		STEP H	42.1594	3,372.75	7,307.62	87,691.55
		STEP I	43.2006	3,456.04	7,488.10	89,857.24
		STEP J	44.2675	3,541.40	7,673.03	92,076.40
		STEP K	45.3607	3,628.85	7,862.52	94,350.25
		STEP L	46.4809	3,718.47	8,056.68	96,680.27
		STEP M	47.6288	3,810.30	8,255.65	99,067.90
B842	WSTWTR TRMT PLT CHIEF OPERATOR					
		STEP A	46.9127	3,753.01	8,131.53	97,578.41
		STEP B	48.0706	3,845.64	8,332.23	99,986.84
		STEP C	49.2577	3,940.61	8,538.00	102,456.01
		STEP D	50.4742	4,037.93	8,748.86	104,986.33
		STEP E	51.7207	4,137.65	8,964.92	107,579.05
		STEP F	52.9980	4,239.84	9,186.32	110,235.84
		STEP G	54.3068	4,344.54	9,413.17	112,958.14
		STEP H	55.6480	4,451.84	9,645.65	115,747.84
		STEP I	57.0223	4,561.78	9,883.86	118,606.38
		STEP J	58.4305	4,674.44	10,127.95	121,535.44
		STEP K	59.8735	4,789.88	10,378.07	124,536.88
		STEP L	61.3522	4,908.17	10,634.38	127,612.57
		STEP M	62.8673	5,029.38	10,897.00	130,763.98

CITY OF ROSEVILLE
SALARY SCHEDULE - B

Appendix: X
Percentage:1.000

Effective 01/05/2019

MGTB MANAGEMENT-B

Job Code	Title	Step	Hourly	Bi-weekly	Monthly	Annual
B843	WSTWTR UTILITY MANAGER					
		STEP A	57.6313	4,610.50	9,989.42	119,873.10
		STEP B	59.0537	4,724.29	10,235.97	122,831.69
		STEP C	60.5121	4,840.96	10,488.76	125,865.16
		STEP D	62.0065	4,960.52	10,747.79	128,973.52
		STEP E	63.5378	5,083.02	11,013.21	132,158.62
		STEP F	65.1070	5,208.56	11,285.21	135,422.56
		STEP G	66.7149	5,337.19	11,563.91	138,766.99
		STEP H	68.3624	5,468.99	11,849.48	142,193.79
		STEP I	70.0507	5,604.05	12,142.12	145,705.45
		STEP J	71.7808	5,742.46	12,442.00	149,304.06
		STEP K	73.5534	5,884.27	12,749.25	152,991.07
		STEP L	75.3699	6,029.59	13,064.11	156,769.39
		STEP M	77.2312	6,178.49	13,386.74	160,640.89



COUNCIL COMMUNICATION

CC #: 9795

File #: 0201

Title: Fiscal Year 2019-20 Budget Schedule
Contact: Scott Pettingell 916-746-1306 spettingell@roseville.ca.us
Dennis Kauffman 916-774-5313 dkauffman@roseville.ca.us

Meeting Date: 2/20/2019

Item #: 9.1.

RECOMMENDATION TO COUNCIL

Staff recommends Council receive an update on the budget schedule for the fiscal year 2019-20.

BACKGROUND

Each year Finance staff provides Council with the schedule for developing the proposed budget that outlines key dates through budget adoption as well as upcoming staff reports.

FISCAL IMPACT

There is no fiscal impact with receiving this budget schedule.

ECONOMIC DEVELOPMENT / JOBS CREATED

There are no jobs created with receipt of this report.

ENVIRONMENTAL REVIEW

Not applicable.

Respectfully Submitted,

Scott Pettingell, Budget Manager

Dennis Kauffman, Chief Financial Officer

A handwritten signature in blue ink, consisting of several overlapping loops and a horizontal line, likely representing the name Dominick Casey.

Dominick Casey, City Manager



COUNCIL COMMUNICATION

CC #: 9794
File #: 0202-02

Title: Fiscal Year 2018-19 First Quarter Report
Contact: Scott Pettingell 916-746-1306 spettingell@roseville.ca.us

Meeting Date: 2/20/2019
Item #: 9.2.

RECOMMENDATION TO COUNCIL

This is an informational item and requires no Council action.

BACKGROUND

This report summarizes the City's financial position through the First Quarter of FY2018-19 for (1) the General Fund, (2) the enterprise operating funds, and (3) revenues in other selected funds.

FISCAL IMPACT

This item is a financial update only and has no fiscal impact.

ECONOMIC DEVELOPMENT / JOBS CREATED

This item is not connected to any new job creation.

ENVIRONMENTAL REVIEW

This item is not considered a "project" as defined by the California Environmental Quality Act (CEQA) (CEQA - Guidelines §15378); consequently, no CEQA action is required.

Respectfully Submitted,

Scott Pettingell, Budget Manager

Dennis Kauffman, Chief Financial Officer

A handwritten signature in blue ink, consisting of several overlapping loops and a final horizontal stroke.

Dominick Casey, City Manager

ATTACHMENTS:

Description

FY2018-19 Q1 Report



First Quarter Report Fiscal Year 2018-19



First Quarter Report

Fiscal Year 2018-19

Introduction

This financial report provides an overview of the City's financial position through the first quarter of fiscal year (FY) 2018-19 (July 1, 2018, through September 30, 2018) for (1) the General Fund, (2) the major enterprise operating funds, and (3) revenues in other selected funds. Notable first quarter to first quarter and budget to actual comparisons are included in this report.

The following factors should be taken into considerations when analyzing first quarter data:

- Property tax revenue has not yet been received (expected in mid-January and mid-May).
- Some significant costs are incurred up front (for example, CalPERS payments and some contracts) with variances smoothing out over the fiscal year.
- It's difficult to determine a trend in only three months.

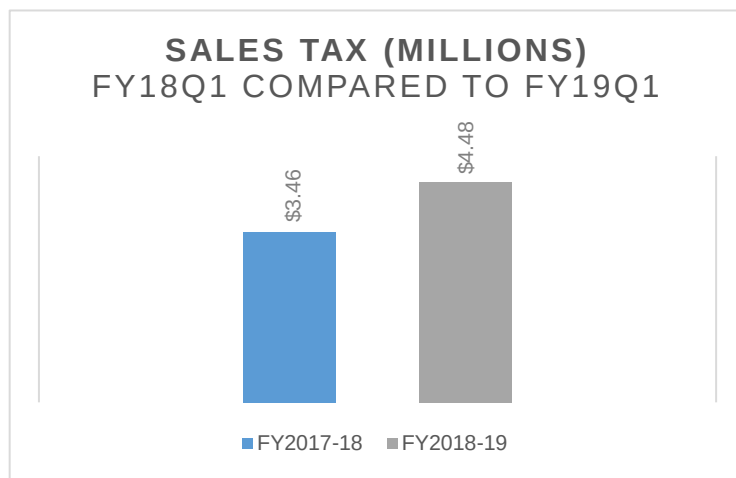
General Fund: Operating Revenues

The following table includes first quarter actual revenue comparisons for FY2017-18 and FY2018-19 and a revenue budget to actual comparison for FY2018-19.

	First quarter actual comparison				Budget to actual comparison	
	FY2017-18	FY2018-19	\$ Variance	% Variance	FY2018-19 Amended Budget	% of budget
Sales Tax	\$ 3,458,000	\$ 4,478,862	\$ 1,020,862	29.5%	\$ 56,947,700	7.9%
Property Tax	5,230	-	(5,230)	-100.0%	44,725,920	0.0%
Parks, Recreation & Libraries Programs	1,290,603	1,264,669	(25,934)	-2.0%	4,053,321	31.2%
Building Permits	648,959	543,383	(105,576)	-16.3%	2,216,300	24.5%
Plan Check Fees	585,535	541,820	(43,715)	-7.5%	2,006,822	27.0%
Engineering Inspection Fees	41,211	16,100	(25,111)	-60.9%	171,880	9.4%
Grants	57,930	18,000	(39,930)	-68.9%	265,112	6.8%
Other Revenue	2,682,586	3,399,673	717,087	26.7%	17,355,771	19.6%
Total:	\$ 8,770,054	\$ 10,262,507	\$ 1,492,453	17.0%	\$ 127,742,826	8.0%

General Fund operating revenues through the first quarter are \$1.5 million, or 17 percent above the same period in FY2017-18. Although revenues are only at 8 percent of the budget through the first quarter of the current year, this is primarily due to the timing associated with receiving some of the larger revenues sources. For instance, property tax is the second largest General Fund revenue source, but the majority of this funding is received in the third and fourth quarters of the fiscal year. Also, only one month's worth of sales tax is received during the first quarter due to the timing of disbursements from the California Department of Tax and Fee Administration (CDTFA). The following is an explanation of the notable variances:

- Sales tax revenues exceeded the previous year quarter by 30 percent or \$1 million. Approximately \$0.8 million of this increase is due to a delay in processing state-wide tax remittances caused by the implementation of a new software system at the CDTFA. These one-time revenues were not included in the FY2018-19 budget because the City was not made aware of the delay until after budget adoption.



Based on the latest sales tax forecast and accounting for the \$0.8 million in prior year revenues, sales tax is trending to end the year approximately \$600,000 below FY2018-19 budget estimates at \$56.4 million. Without the \$0.8 million in prior year revenues, sales tax revenues would come in \$1.4 million under budget. Staff will continue to monitor this revenue stream and will provide City Council an update in the FY2018-19 Second Quarter Report.

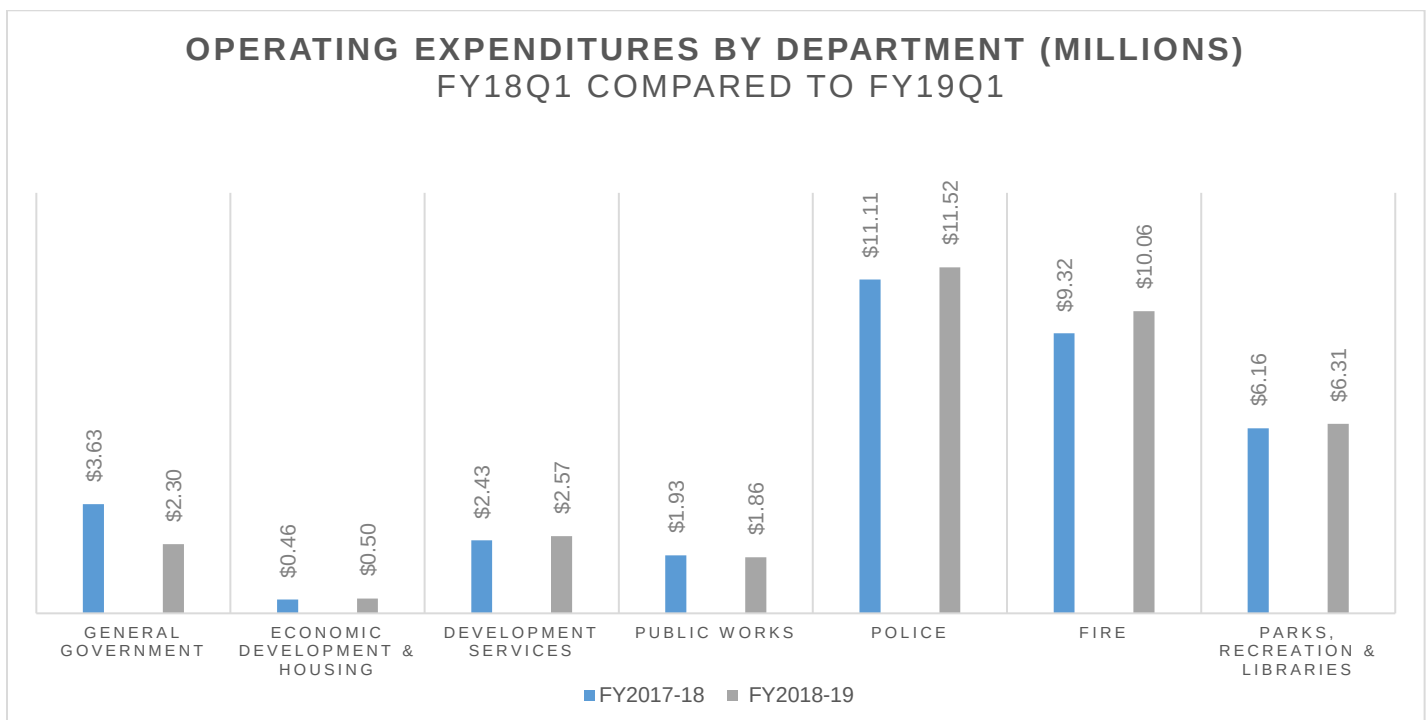
- Building permit revenues decreased by 16 percent or \$106,000. This decrease is due to slower development activity as compared to the first quarter of the previous year.
- Other revenues increased by 26 percent or \$717,000 due to increased reimbursements from the school district for Youth Service Officers, the State for fire strike teams, and development activity.

General Fund: Department Operating Expenditures

The following table includes first quarter actual expenditure comparisons for FY2017-18 and FY2018-19 and an expenditure budget to actual comparison for FY2018-19.

	First quarter actual comparison				Budget to actual comparison	
	FY2017-18	FY2018-19	\$ Variance	% Variance	FY2018-19 Amended Budget	% of budget
General Government	\$ 3,634,495	\$ 2,304,021	\$ (1,330,474)	-36.6%	\$ 9,432,288	24.4%
Economic Development & Housing	455,708	497,161	41,453	9.1%	814,076	61.1%
Development Services	2,427,316	2,572,583	145,267	6.0%	9,764,757	26.3%
Public Works	1,934,083	1,862,294	(71,789)	-3.7%	6,962,700	26.7%
Police	11,110,603	11,520,020	409,417	3.7%	41,730,678	27.6%
Fire	9,319,873	10,061,197	741,324	8.0%	32,183,349	31.3%
Parks, Recreation & Libraries	6,158,179	6,308,700	150,521	2.4%	23,070,870	27.3%
Total:	\$ 35,040,257	\$ 35,125,976	\$ 85,719	0.2%	\$ 123,958,718	28.3%

Overall, first quarter General Fund expenditures are within 1 percent of the previous year. General Government (which includes Human Resources, Finance, City Clerk, etc.) saw a significant decrease in expenditures (\$1.3 million or 37 percent) because reimbursements associated with the citywide cost allocation plan were processed earlier than the prior year. As expected, Development Services and Police increased spending, as both of their budgets increased from FY2017-18 to FY2018-19. Fire Department expenditures increased primarily due to reimbursable overtime expenses incurred as a result of strike team deployments and a large turnout (fire protection suit) order.



Through the first three months, as compared to budget, General Fund expenditures are tracking as expected at 28 percent of the budget. The slightly higher rate of spending (28 percent versus 25 percent of the year elapsed) is primarily due to upfront contributions to CalPERS. The following is an explanation of the department specific variances through the first quarter as compared to the prior year.

- Economic Development & Housing expenditures are tracking higher than average at 61 percent primarily due to the ongoing re-alignment of the housing rehabilitation budget from the miscellaneous revenue fund (299) to the General Fund. Once the budget re-alignment is completed, the Department anticipates having adequate appropriations available to finish the year on budget.
- Fire Department expenditures are tracking at 31 percent of the budget, due to the upfront CalPERS contribution, maintenance of the four firefighter response standard despite reducing the standard to three firefighters in the budget, and strike team deployments. The Department anticipates offsetting a portion of this cost with salary savings through the remainder of the year. Staff will continue to monitor this budget and will utilize General Fund contingency funds to cover any overages.

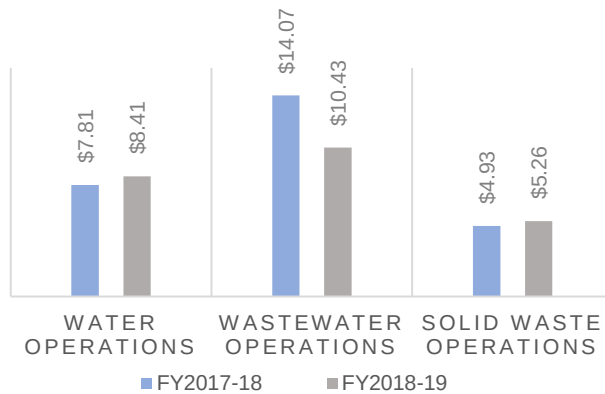
Enterprise Funds: Operating Revenue

The table below includes first quarter actual revenue comparisons for FY2017-18 and FY2018-19 and a revenue budget to actual comparison for FY2018-19 for the Enterprise Funds.

	First quarter actual comparison				Budget to actual comparison	
	FY2017-18	FY2018-19	\$ Variance	% Variance	FY2018-19 Amended Budget	% of budget
Electric Operations	\$ 46,930,479	\$ 45,341,567	\$ (1,588,912)	-3.4%	\$ 164,273,925	27.6%
Water Operations	7,813,782	8,411,106	597,324	7.6%	30,440,666	27.6%
Wastewater Operations	14,071,154	10,433,766	(3,637,388)	-25.8%	38,394,809	27.2%
Solid Waste Operations	4,927,442	5,264,430	336,988	6.8%	23,270,158	22.6%
Transit	269,166	198,577	(70,589)	-26.2%	10,918,918	1.8%
Transportation	10,216	2,112	(8,104)	-79.3%	2,089,055	0.1%
Golf Course Operations	181,963	193,162	11,199	6.2%	2,000,000	9.7%
Youth Development	1,644,073	1,676,239	32,166	2.0%	6,780,998	24.7%

The \$1.6 million or 3 percent reduction in Electric revenues during the first quarter is primarily due to the milder summer temperatures, reducing customer energy usage.

ENVIRONMENTAL UTILITIES REVENUES (MILLIONS) FY18Q1 COMPARED TO FY19Q1



Water and Solid Waste revenues increased compared to the first quarter of last year due to rate increases of 7 percent and 2 percent respectively as well as increased utility sales. Wastewater revenues decreased by \$3.6 million or 26 percent due to timing associated with receiving wastewater reimbursements from the South Placer Municipal Utility District and County of Placer.

Overall, Enterprise Fund revenues as compared to the budget are on target. Larger budget to actual variances in the Transit, Transportation and Golf Course Funds are due to the timing associated with their primary revenue streams as a majority of their funding is realized in the last two quarters of the fiscal year.

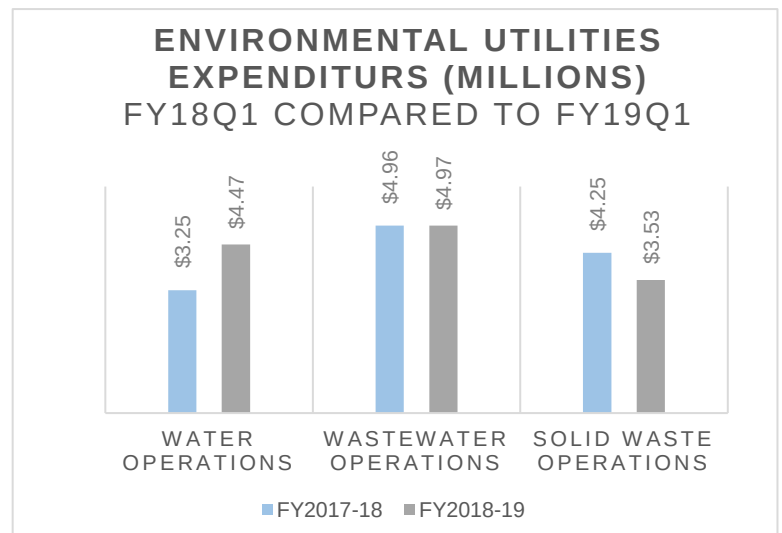
Enterprise Funds: Operating Expenditures

The following table includes first quarter actual expenditure comparisons for FY2017-18 and FY2018-19 and an expenditure budget to actual comparison for FY2018-19.

	First quarter actual comparison				Budget to actual comparison	
	FY2017-18	FY2018-19	\$ Variance	% Variance	FY2018-19 Amended Budget	% of budget
Electric Operations	\$ 26,386,058	\$ 21,217,355	\$ (5,168,703)	-19.6%	\$ 120,811,075	17.6%
Water Operations	3,253,961	4,465,584	1,211,623	37.2%	23,821,445	18.7%
Wastewater Operations	4,962,892	4,969,945	7,053	0.1%	29,630,897	16.8%
Solid Waste Operations	4,248,456	3,525,710	(722,746)	-17.0%	24,961,391	14.1%
Transit	1,361,449	1,151,973	(209,476)	-15.4%	6,738,106	17.1%
Transportation	221,083	235,857	14,774	6.7%	1,428,071	16.5%
Golf Course Operations	434,574	568,524	133,950	30.8%	2,288,358	24.8%
Youth Development	1,507,750	1,511,632	3,882	0.3%	6,547,179	23.1%

Electric Operations expenditures decreased by \$5.2 million or 19 percent as compared to the prior year. This reduction is associated with lower purchased power market prices and milder summer temperatures, reducing customer energy usage.

The 37 percent increase in Water Operations was due to timing associated with the processing of intra-departmental fund reimbursements as well as increased purchased water spending. Solid Waste spending was lower than the previous quarter because of the timing associated with processing tipping fee payments.



Transit spending decreased by 15% due to a contract change with the contract transit operator that adjusted the payment cycle. Future quarter spending should track with each other.

The increase in first quarter expenses for Golf Operations is primarily due to a timing difference in the payment of landscape maintenance invoices. Two invoices were paid in the first three months of FY2017-18, while three invoices were paid in the first three months of FY2018-19.

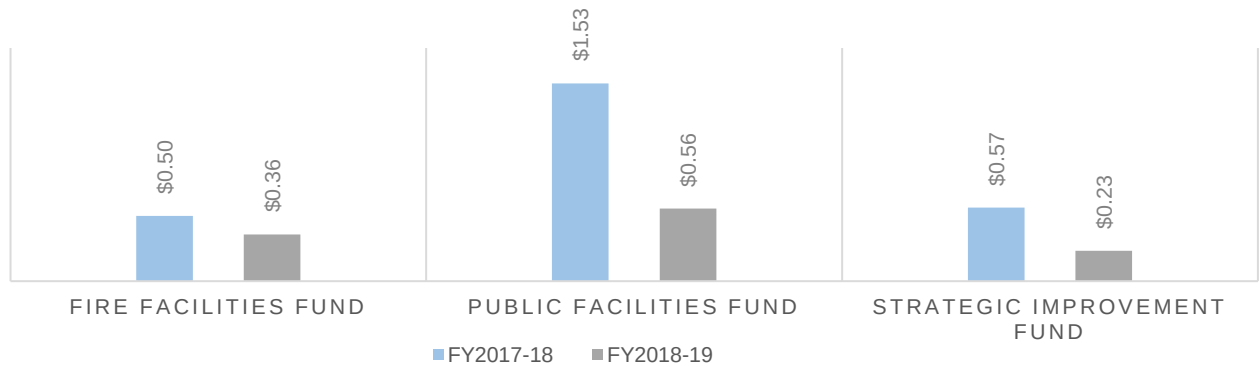
Overall, all of the Enterprise Funds are tracking to end the year on or under budget.

Other Revenue

This table shows that revenues in the Fire Facilities Fund, Public Facilities Fund, and Strategic Improvement Fund decreased in the first quarter of this year compared to the first quarter of last year. These reduction are attributed to slowing development activity as compared to the previous years.

	First quarter actual comparison				Budget to actual comparison	
	FY2017-18	FY2018-19	\$ Variance	% Variance	FY2018-19 Amended Budget	% of budget
Fire Facilities	\$ 503,464	\$ 361,019	\$ (142,445)	-28.3%	\$ 1,388,251	26.0%
Public Facilities	1,527,746	559,987	(967,759)	-63.3%	2,828,181	19.8%
Strategic Improvement	567,963	234,120	(333,843)	-58.8%	962,784	24.3%

OTHER REVENUES (MILLIONS)
FY18Q1 COMPARED TO FY19Q1



Conclusion

Except for identified variances, expenditures and revenues are tracking as expected. Staff will continue to monitor these variances and come back to City Council with the FY2018-19 Second Quarter Report in the spring.