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DEPARTMENT OF
NEIGHBORHOODS, PLANNING AND
DEVELOPMENT SERVICES

CITY OF SACRAMENTO
CALIFORNIA

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NORTH NATOMAS UNIT
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April 13, 2000

City Council
Sacramento, California

Honorable Members in Session:

SUBJECT: North Natomas Unit

LOCATION: North Natomas

COUNCIL DISTRICT: District 1



RECOMMENDATION: Provide direction to the Budget Office concerning staffing and resources necessary to direct development in North Natomas. Staff is recommending the creation of a North Natomas Unit led by the North Natomas Manager with support staff and resources added to the 2000-2001 Annual Budget per attached Exhibit A. Staff is also recommending the creation of a Natomas Unit when the North Natomas Unit is expanded to include both the southern and northern portions of Natomas (also see Exhibit A).

CONTACT PERSON: Carol Shearly, North Natomas Manager, 264-5893

FOR COUNCIL MEETING OF: April 13, 2000 (afternoon)

SUMMARY: In September 1999, the North Natomas Manager was hired to oversee implementation of the North Natomas Community Plan. This item identifies the team of staff and other resources necessary to implement North Natomas development and proposes a staff organization establishing the Natomas Unit to oversee North Natomas emerging development and provide quality services to both South and North Natomas. Basically, two new positions (Senior Planner and Secretary) are recommended to be included in the 2000-2001 Annual Budget as of July 1, 2000. Also, four "liaison" positions from existing and proposed department staff are recommended to be used at no cost to the North Natomas Unit to round out the multi-disciplinary Core Team.

When the North Natomas Unit is expanded to include both the southern and northern portions of Natomas, three positions are proposed to be added to the Natomas Unit in order to give quality service to the existing community of South Natomas, as well as the emerging community of North Natomas.

COMMISSION ACTION: No action was taken by the Planning Commission on this item.

BACKGROUND INFORMATION: To direct development in North Natomas requires a concerted effort. On May 11, 1999, the City Council approved the North Natomas Manager position and requested that the North Natomas Manager, once hired, return to the Council with a proposed team. The North Natomas Manager was hired in September 1999. The North Natomas Manager is now before the Council with a recommendation for a Core Team.

The Core Team will be the multi-disciplinary team, with representatives from key departments. The North Natomas Manager will lead the Unit, the Core Team will assist the Leader, the North Natomas Development Team (described below) is the team of City staff who assist with North Natomas development, and the team also works with many other stakeholders - Mayor and City Council, developers, community organizations, environmental organizations, and other governmental agencies.

- The Core Team is proposed to include the following individuals starting July 1, 2000:

Core Team:	Team Leader - North Natomas Manager	
Planning -	Senior Planner	(cost covered by Unit)
Public Works -	Engineer	(liaison from Public Works - no cost to Unit)
Public Works -	Finance	(liaison from Public Works - no cost to Unit)
Utilities -	Engineer	(liaison from Utilities - no cost to Unit)
Parks and Recreation -	Landscape Architect	(liaison from Parks and Rec - no cost to Unit)
Clerical Support -	Secretary	(cost covered by Unit)

When the North Natomas Unit is modified to include responsibility for both the southern and northern portions of Natomas (estimated to occur January 1, 2001), the following positions would be transferred to the Core Team from existing Neighborhood Services staff and the unit's name would be changed to Natomas Unit:

Neighborhood Services -	Neighborhood Resources Coordinator
Neighborhood Services -	Planning Liaison

The **Role of the Team Leader** includes:

- Be the point person to resolve policy issues quickly and effectively as they surface by involving pertinent people to make a good decision
- Develop trust and cooperation among the various departments
- Anticipate staff, consultant, and equipment resource needs as waves of development move through the City divisions
- Communicate with all stakeholders - Mayor and City Council / City Manager / City staff / other agencies / community organizations / developers
- Provide a balanced view
- Forecast development time frames
- Look to the horizon

The **Role of the Multi-Disciplinary Core Team Members** includes:

- Surface policy issues so they can be resolved
- Assist in the resolution of policy issues
- Represent interests of key departments to the integrated Core Team
- Act as a liaison between team and key department
- Act as a liaison with City and other agencies and organizations

In addition to the Core Team, the North Natomas Manager will rely on the North Natomas Development Team to implement development. The North Natomas Development Team, begun in November 1996, includes 45 managers and staff from almost every department within the City. The Development Team meets monthly, the third Thursday of the month, and the goal of the team is to keep everyone involved with serving North Natomas informed and up-to-date. Members of the Development Team forged a Mission Statement and identified Legacies that the team would like to leave the future community of North Natomas (see Exhibit B). The Manager proposes using the Mission Statement, Responsibilities, and Legacies included in Exhibit B as the foundation for the North Natomas Unit. The Mission Statement of the North Natomas Unit is:

Mission Statement of the North Natomas Unit: Through quality relationships with all stakeholders, the North Natomas Unit will direct development of North Natomas, consistent with the vision in the community plan; will finance and build the necessary infrastructure and community facilities, consistent with the financing plan; and will nurture community organizations in order to build a complete community.

The Mission Statement will be re-worked when the Unit is expanded to include both portions of Natomas.

FINANCIAL CONSIDERATIONS: The cost of the North Natomas Unit will depend on how many of the positions continue to be funded through the key departments. Public Works has already allocated two existing staff to serve the engineering and financial functions. Utilities has allocated an engineer to serve as a liaison on the Core Team. Parks and Recreation has proposed to add a landscape architect (North Natomas Advanced Planning) in their budget to act as liaison on the North Natomas Unit. Two positions are proposed to be funded by the North Natomas Unit starting July 1, 2000: 1) a Senior Planner and 2) a Secretary. The cost of the North Natomas Manager, Senior Planner, and Secretary for the entire FY00/01 is \$225,000. Consultant costs and supplies would add another \$130,000. in annual cost. The total North Natomas cost is estimated to be \$355,000. Because development of North Natomas is a joint public/ private partnership, the North Natomas Manager proposes to fund \$200,000 of the annual cost from the administration components of North Natomas development impact fees and community facilities districts. The balance of the North Natomas cost, about \$155,000., is proposed to come from the General Fund.

As of January 1, 2001, the following positions would be transferred to the Unit, if the North Natomas area is expanded to include the northern and southern portions of Natomas: 1) Neighborhood Resources Coordinator, and 2) Planning Liaison. These positions are proposed to be transferred from existing City staff.

ENVIRONMENTAL CONSIDERATIONS: Council direction on this item does not constitute a project under the California Environmental Quality Act; therefore, no environmental review has been conducted.

POLICY CONSIDERATIONS: Currently, North Natomas development is being managed by the North Natomas Manager with the assistance of a number of people who have other responsibilities. To identify and fund a Core Team of full-time, dedicated staff will help ensure that the community plan and financing plan will be implemented, as envisioned, and the City will optimize its investment in this emerging growth area.

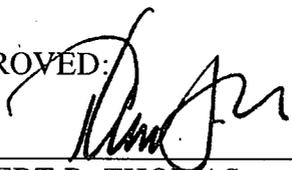
Also, although merging an existing community with emerging development is no easy task, establishing a staffing structure for the entire Natomas area will help focus staff on quality services to one Natomas community, the northern and the southern portions of Natomas.

ESBD: No procurement of goods or services is proposed by this item.

Respectfully submitted,


CAROL SHEARLEY
North Natomas Manager

APPROVED:



ROBERT P. THOMAS
City Manager

APPROVED:



THOMAS V. LEE
Deputy City Manager

Attachments:

- Exhibit A North Natomas Unit Staffing
- Exhibit B Mission Statement, Responsibilities, and Legacies of the North Natomas Unit

NORTH NATOMAS UNIT

Team Leader	FY00/01
North Natomas Manager (start 9/11/99)	\$94,988
Core Team Members	
<u>North Natomas Unit</u>	
Senior Planner (start 7/1/00)	\$84,370
Secretary (start 7/1/00)	\$45,000
PW- Engineer (start 7/1/00)	-0-
PW- Finance (start 7/1/00)	-0-
Utilities - Engineer (start 7/1/00)	-0-
Parks and Rec. - Landscape Architect (start 7/1/00)	-0-
Total Salaries	\$224,358
Consultant Services and Supplies (full FY)	\$130,000
Total ¹	\$354,358

¹- Note: The Neighborhood Resources Coordinator and Planning Liaison positions are proposed to be transferred from existing City staff.

NORTH NATOMAS UNIT

Mission Statement: Through quality relationships with all stakeholders, the North Natomas Unit will direct development of North Natomas, consistent with the vision in the community plan; will finance and build the necessary infrastructure and community facilities, consistent with the financing plan; and will nurture community organizations to build a complete community.

Responsibilities:

- I. Implement the Community Plan, as Envisioned** (North Natomas Manager / Senior Planner)
 - Direct development consistent with the community plan
 - Review and analyze development projects for consistency with the NNCP
 - Anticipate needed public infrastructure and community facilities based on projected development time frames and thresholds
 - Complete Master Plans as needed (e.g. Town Center and Regional Park Master Plan, Landscape and Lighting Plan)
 - Surface and resolve Policy Issues

- II. Finance, Build, and Maintain Prioritized Public Infrastructure and Community Facilities as Anticipated** (NN Manager / Public Works / Utilities / Landscape Architecture)
 - Public Development Company
 - Build the right infrastructure and community facilities at the right time with the right funding source
 - Develop a 5 year North Natomas Capital Improvement Program (CIP) including public and private development projects and funding sources (include "horizon" projects for the next 10 years)
 - Project Cash Flow for Capital Improvements / Update Absorption Schedule (Appendix A) and Cash Flow Projections (Appendix C) in the NNFP
 - Project Cash Flow for Operations and Maintenance / Update Fiscal Impact Analysis

- III. Nurture Community and Neighborhood Organizations** (NN Manager / Neighborhood Resources Coordinator (as of 1/1/01) / Planning Liaison (as of 1/1/01))
 - Partner with Key Community Organizations and Leaders
 - for community and neighborhood cohesion - Natomas Community Association, other community/ neighborhood associations and neighborhood watch programs
 - for economic development - business associations
 - for habitat conservation - The Natomas Basin Conservancy (TNBC)
 - for transportation and air quality services - NN Transportation Management Association (NNTMA) and Sacramento Metro Air Quality Management District (SMAQMD)

Legacies

Accomplishments:

- Providing 100 plus year Flood Protection
- Adopting the 1994 North Natomas Community Plan to establish the vision for the community
- Adopting and updating the North Natomas Financing Plan to establish the cost of and how to fund the infrastructure and community facilities
- Approving and beginning to implement the Natomas Basin Habitat Conservation Plan
- Establishing the community-based North Natomas Transportation Management Association (NNTMA) and forming the TMA Community Facilities District
- Establishing the North Natomas Landscape Management District

Future: (Not in priority order)

- Chart the course for a successful Town Center
- Master Plan the Town Center and Regional Park
- Acquire the 200 acre Regional Park
- Build 4 Parks per year for the next 3 years
- Build Parks that have character, are unique, and identifiable
- Seek out private sponsorship of Parks
- Art in public places
- Build in historical moments - connect to history (Natomas Historical Society, Witter Ranch, historic family names)
- Make other open space areas the natural amenities planned
- Bikeways that work
- Build Arena Boulevard / I-5 interchange
- Build 1st Community Center within the next 5 years
- Construct a fire station within 3 years
- Add 3 water tanks within the next 10 years
- Sustainable maintenance of public infrastructure
- Encourage start-up / mentoring of 3 Neighborhood Associations
- Coordinate with NNTMA to ensure support of alternative modes and reduce air pollution
- Extend light rail through Natomas within 10 years
- Encourage/ support/ direct intensification of land uses around future light rail stations and bus transit centers
- Coordinate with Natomas Unified School District to ensure timely construction of schools
- Coordinate with school districts to modify boundaries to coincide with neighborhoods and geographic barriers
- Build quality residential uses (comply with 80% rule, meet CP criteria for housing types, meet single family design guidelines, provide close in housing, provide firm residential base to jump start office and commercial uses)
- Ensure good crime prevention through environmental design
- Site police station with other appropriate departments / agencies
- Build Police staff to meet CP goals
- Schedule projected revenue/ expense for annual budget (NN section of Budget like NN section of CIP)