



# Metropolitan Water Planning

1.10

April 23, 1998

City Council  
Sacramento, California

APPROVED  
BY THE CITY COUNCIL

MAY 7 1998

OFFICE OF THE  
CITY CLERK

Sacramento City-County  
Office of Metropolitan  
Water Planning

5770 Freeport Boulevard  
Suite 200  
Sacramento, CA 95822

Phone: 916-433-6276  
FAX: 916-433-6295

Honorable Members in Session:

**SUBJECT: APPROVAL OF SUPPLEMENT NO. 3 TO CITY AGREEMENT NO. 95-126 WITH EDAW, INC. FOR THE CITY-COUNTY OFFICE OF METROPOLITAN WATER PLANNING (\$111,930).**

**LOCATION/COUNCIL DISTRICT: CITY/COUNTY**

**RECOMMENDATION:**

It is recommended that the City Council adopt the attached resolution authorizing the execution of Supplement No. 3 with EDAW, Inc. for an amount not-to-exceed \$111,930 for Fiscal Year 1997-98.

**CONTACT PERSON:** Susan Davidson, Sr. Administrative Officer, 433-6287.

**FOR COUNCIL MEETING OF:** May 7, 1998

**SUMMARY:**

This report identifies the need for continued professional consulting services to develop a Draft Environmental Impact Report (EIR) for the *Water Forum* Agreement and City-County Office of Metropolitan Water Planning (CCOMWP).

**COMMITTEE/COMMISSION ACTION:** None.

**BACKGROUND INFORMATION:**

- On June 27, 1995, the City Council approved a professional services agreement with Michael Brandman Associates for \$100,700 to provide Environmental Review Services for the CCOMWP on behalf of the Sacramento Area *Water Forum*. Effective September 27, 1996, Michael Brandman Associates was purchased by EDAW, Inc.

City Council

Supplement No. 3 to City Agreement No. 95-126

April 23, 1998

- On March 25, 1997, the City Council approved Supplement No. 1 to the City Agreement No. 95-126 with EDAW, Inc., for professional services to the CCOMWP for an amount of \$246,048.
- On November 4, 1997, the City Council approved Supplement No. 2 to the City Agreement No. 95-126 with EDAW, Inc., for professional services to the CCOMWP for an amount of \$39,944.

The scope of work under Supplement No. 3 of the City Agreement No. 95-126 with EDAW, Inc. includes:

- Reviewing other currently released EIR documents to identify any inconsistencies or issues of concern for the *Water Forum* DEIR
- Revising the current ADEIR and receiving input on content, scope and modeling assumptions
- Revising and updating Environmental Impacts Analysis for recreational and cultural resources
- Assembling and performing quality assurance of all revised ADEIR sections and appendices
- Performing project management activities within the EIR team
- Consulting to the Parks and Recreation Agencies to resolve potential mitigation approaches
- Assisting in the support of *Water Forum* Agreement Negotiations related to the Habitat Management Program and recreation impacts and mitigation recommendations

**FINANCIAL CONSIDERATIONS:**

The current agreement with EDAW, Inc. is for a "not-to-exceed" amount of \$386,692. This Supplement No. 3 to City Agreement No. 95-126 is for \$111,930. This would bring the new "not-to-exceed" amount to \$498,622. The 1997-98 operating budget for the CCOMWP has an unobligated amount of \$264,085 in line item 4258 for professional consulting services as of April 23, 1998.

The funding for this supplemental agreement is supported through a cost sharing partnership among the City of Sacramento, Sacramento County's Water Agency (Zone 13), the Cities of Folsom, Galt, and Roseville, the Placer County Water Agency, and the San Juan Water District.

City Council  
Supplement No. 3 to City Agreement No. 95-126  
April 23, 1998

**ENVIRONMENTAL CONSIDERATIONS:**

This report recommends no action that would constitute a project under the California Environmental Quality Act (CEQA).

**POLICY CONSIDERATIONS:**

Section V of the Interagency Agreement between the City of Sacramento and the County of Sacramento requires that all contracting procedures shall follow the City Council procedures used by the City. The rationale for hiring the services of a consultant is the need for specialized professional Environmental Impact Review services as a continuation of the specific tasks being performed by the consultant for the CCOMWP and the *Water Forum*.

**MBE/WBE:**

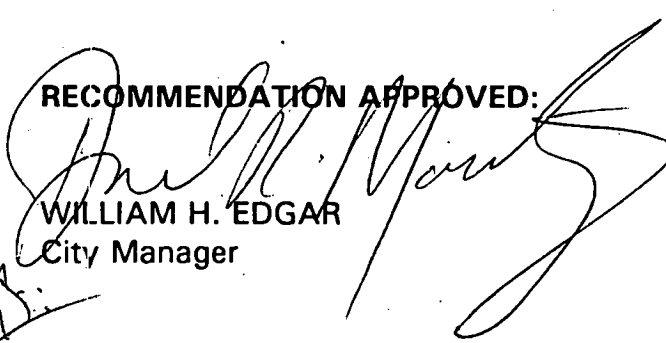
The consultant EDAW, Inc. does not qualify as a MBE/WBE firm. They are however, uniquely qualified to continue to provide the EIR consulting services to the CCOMWP on behalf of the *Water Forum*.

Respectful submitted,



JONAS MINTON  
Interim Executive Director

**RECOMMENDATION APPROVED:**



WILLIAM H. EDGAR  
City Manager

*to B.*

APPROVED  
BY THE CITY COUNCIL

MAY 7 1998

OFFICE OF THE  
CITY CLERK

**RESOLUTION NO. 98-162**

ADOPTED BY THE SACRAMENTO CITY COUNCIL

ON DATE OF \_\_\_\_\_

**RESOLUTION AUTHORIZING THE CITY MANAGER AND THE CITY CLERK TO EXECUTE SUPPLEMENT NO. 3 TO CITY AGREEMENT NO. 95-126 WITH EDAW INC. TO PROVIDE PROFESSIONAL ENVIRONMENTAL REVIEW SERVICES TO THE CITY-COUNTY OFFICE OF METROPOLITAN WATER PLANNING ON BEHALF OF THE SACRAMENTO AREA WATER FORUM IN AN AMOUNT NOT TO EXCEED \$111,930.**

**BE IT RESOLVED BY THE COUNCIL OF THE CITY OF SACRAMENTO:**

That the City Manager and the City Clerk are hereby authorized to execute Supplement No. 3 to City Agreement No. 95-126 with EDAW, Inc. to provide professional Environmental Review services to the City-County Office of Metropolitan Water Planning and the *Water Forum* in an amount not to exceed \$111,930.

\_\_\_\_\_  
MAYOR

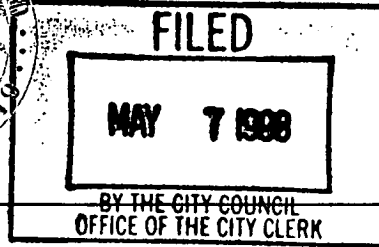
ATTEST:

\_\_\_\_\_  
CITY CLERK

**FOR CITY CLERK USE ONLY**

RESOLUTION NO.: \_\_\_\_\_

DATE ADOPTED: \_\_\_\_\_



1.11

NEIGHBORHOOD SERVICES  
DEPARTMENT

CITY OF SACRAMENTO  
CALIFORNIA

1023 J STREET  
SUITE 200  
SACRAMENTO, CA  
95814-2977

April 21, 1998

PH 916-264-8529  
FAX 916-264-8266

City Council  
Sacramento, California

Honorable Members in Session:

**SUBJECT: CITIZENS ADVISORY COMMITTEE FOR PARKS &  
RECREATION, STATEMENT OF PURPOSE AND GUIDELINES**

**LOCATION:** Regional

**RECOMMENDATION:**

For information only.

**CONTACT PERSON:** Victor L. Edmisten, Parks Manager, 264-5336

**FOR MEETING OF:** May 5, 1998

**SUMMARY:**

On March 5, 1998, the Citizens Advisory Council (CAC) approved an updated draft of their Statement of Purpose and Guidelines. The CAC's newly adopted purpose statement is:

*"The Citizens Advisory Committee for Parks and Recreation advocates for parks and recreation and is an advisory body to the City through Neighborhoods, Planning and Development Services Department. The Committee is a bridge between the citizens and the City on issues related to parks and recreation. The Committee works with City staff to develop programs and policy which it may advocate. The Committee may develop a position on any matters referred to it by the community, City staff or the City Council."*

OFFICE OF THE CLERK  
OF THE DISTRICT COURT

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the City and the staff of the Neighborhoods, Planning and Development Services Department.

**COMMITTEE/COMMISSION ACTION:** Consent

**BACKGROUND:**

The CAC's Statement of Purpose and Guidelines was previously updated on July 18, 1997. The above noted update reflects changes in the department name, policy statement and direction.

**FINANCIAL CONSIDERATIONS:**

No direct impact on the City.

**ENVIRONMENTAL CONSIDERATIONS:**

There are no environmental considerations associated with this report.

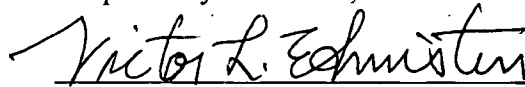
**POLICY CONSIDERATIONS:**

This action is consistent with the City's priority of Neighborhood Revitalization and Enhancement.

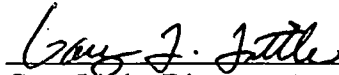
**M/WBE CONSIDERATIONS:**

No goods or services are being purchased by the City.

Respectfully submitted,

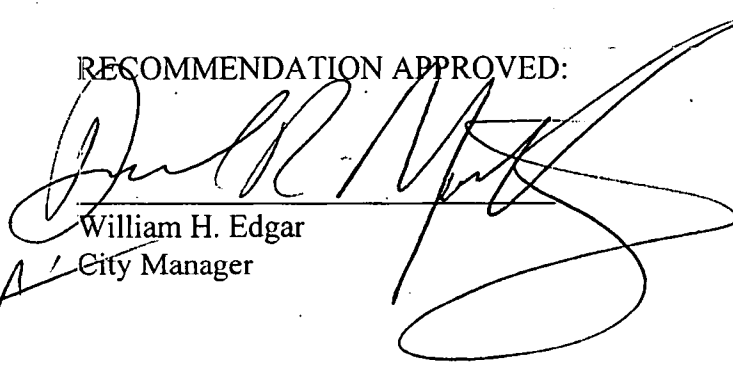


Vic Edmisten, Parks and Recreation Manager



Gary Little, Director, Area 2

**RECOMMENDATION APPROVED:**



William H. Edgar  
City Manager

**Citizens Advisory Committee for Parks & Recreation  
Statement of Purpose and Guidelines**

**PURPOSE**

The *Citizens Advisory Committee for Parks and Recreation (Committee)* ~~advocates for parks and recreation and~~ is an advisory body appointed by the city council to represent the community on issues related to parks and recreation including park development, recreation programming, and open space designation. The Committee serves as a liaison between the citizens and the Neighborhood Services Department (Department). Also, the Committee is the primary means to ensure that park and recreation services meet the needs of the people to the City through Neighborhoods, Planning and Development Services Department. The Committee is a bridge between the citizens and the City on issues related to parks and recreation. The Committee works with City staff to develop programs and policy which it may advocate. The Committee may develop a position on any matters referred to it by the community, City staff or the City Council.

**MEMBERSHIP**

The City of Sacramento (City) has been divided into eleven (11) planning area areas. These areas provide the foundation for formation of the committee. One representative is selected from each planning area and three are selected at large. All representatives must reside within the City limits. Planning Area members must reside within the planning area they represent.

**COMMITTEE RESPONSIBILITIES**

- A. Assist with Department special studies and projects related to parks and recreation.
- B. Assist with updating the *Master Plan for Park Facilities and Recreation Services*.
- C. Oversee the implementation of *Master Plan for Park Facilities and Recreation Service* policies.
- D. Review and comment on Department policies, procedures and planning methods related to parks and recreation which affect services to the community.
- E. Liaison to neighborhood associations established neighborhoods within each of the planning areas.
- F. Perform other duties as assigned related to parks and recreation.
- G. The Committee does **NOT** have authority for the following:



1. **Resource:** To commit or promise any **City public** resource or personnel, supplies, materials, general or trust funds for any purpose ~~without special approval or following procedural guidelines established by the City.~~
2. **Personnel:** To dictate, authorize or promise any person employment with the City for any purpose whatsoever. Similarly, committee members cannot volunteer their services with ~~the~~ intent for ~~of~~ obtaining employment.
3. **Facilities:** To authorize or allow any ~~the use of any~~ City facilities ~~to be utilized that are not approved by written agreement with the City.~~

### CONDITIONS OF TERM

- A. The Committee shall consist of fourteen(14) members. Each of the eleven (11) planning areas shall have one (1) representative and three (3) representatives shall be selected At-Large.
- B. Members shall serve terms of two (2) years. No member may serve more than two(2) consecutive two-year terms.
- C. When the committee is ~~was~~ formed, terms of membership shall be ~~were~~ staggered.
- D. The Committee shall meet at least six (6) times a year. Meetings are open to the general public.
- E. Committee members who miss more than three (3) meetings may be removed from the Committee.

### OPERATIONAL STRUCTURE

#### A. Officers

1. Committee shall have the following:
  - a. Chairperson
  - b. Vice-Chairperson
2. Department staff will act as recording secretary.

#### B. Conduct of meetings

1. Unless otherwise stipulated, all meetings shall follow parliamentary procedures under Robert's Rules of Order.
2. All meetings must be in conformance with the Ralph M. Brown Act (State of California). In accordance with this Act, the Committee ~~must provide for the holding of its regular meetings, it shall provide by-law, or by~~

whatever rule is utilized by the advisory body for the conduct of its business, for the time and place for holding such regular meetings. ~~shall provide notice for all its meetings and hold them in a place accessible to members of the public.~~

3. Executive sessions may only be held during a regular or special meeting for which adequate notice has been given (24 hours) in advance of the meetings.

### C. Voting-Committee Action

1. Official voting by members shall take place on all matters requiring some formal decision. A simple majority of the committee must be present to transact any official business.
2. In the event any Committee members are directly or indirectly connected or associated with a particular matter that will be voted upon, and that vote may have some influence upon the outcome, they shall abstain.
3. Voting can take place though one or more abstain as long as the majority of members are present.
4. Department staff members shall NOT vote on any matters.

## AUTHORITY

### A. Administration Role

1. The Committee members ~~shall be recommended for appointment by the~~ are appointed by the appropriate Director(s) of the Neighborhood Services Department (Director) and subject to Council approval. ~~responsible for Parks & Recreation. The members shall be appointed by the Mayor and ratified by the City Council.~~

2. The Director or his/her designee will act as mediator of any disputes or clarify policy in the event a problem arises.

- B. **Staff Support:** Department staff shall be assigned by the Director to act as liaison between the Department and the Committee. Staff shall implement program mechanics and interpret City and Department operating policies, procedures and practices for Committee members.

Revised 3/5/98

**Citizens Advisory Committee for Parks & Recreation  
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Revised 3/5/98

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Revised 3/5/98



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Revised 3/5/98