

RESOLUTION NO. 2010-227

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF ELK GROVE
ADOPTING THE TRANSIT YARD MASTER PLAN
AND THE CORPORATION YARD FACILITIES MASTER PLAN**

WHEREAS, the City of Elk Grove adopted the 2008-13 Capital Improvement Program which identified several City facility projects that would improve City services and efficiency, including the Corporation Yard Facilities Master Plan (CB0012); and

WHEREAS, on May 28, 2008 the City Council considered information provided by the Corporation Yard Facilities Master Plan study and directed selection of potential sites for environmental review; and

WHEREAS, on October 27, 2010 the City Council adopted a Mitigated Negative Declaration for the Transit Yard Master Plan and the Corporation Yard Facilities Master Plan pursuant to the California Environmental Quality Act; and

WHEREAS, the City Council finds that the mitigation measures identified in the Initial Study / Mitigated Negative Declaration, incorporated into a Mitigation Monitoring and Reporting Program and imposed on the project, are sufficient to mitigate or avoid the significant environmental effects from development of the project.

NOW, THEREFORE, BE IT RESOLVED by the City Council of the City of Elk Grove as follows:

- 1) The City Council hereby finds that the Transit Yard Master Plan, attached hereto as Exhibit A and incorporated herein by reference, represents a reasonable projection of future transit needs and is adopted as a Master Plan tool for future Transit Projects unless amended at some future time; and
- 2) The City Council hereby finds that the Corporation Yard Facilities Master Plan, attached hereto as Exhibit B and incorporated herein by reference, represents a reasonable projection of future Corporation Yard needs and is adopted as a Master Plan tool for future Corporation Yard Projects unless amended at some future time; and
- 3) The City Council hereby finds that the combined Transit Yard Master Plan and the Corporation Yard Facilities Master Plan, as mitigated by adoption of mitigation measures identified in the Mitigated Negative Declaration, can be feasibly implemented and serves the best interests of the City of Elk Grove.

PASSED AND ADOPTED by the City Council of the City of Elk Grove this 27th day of October 2010.



SOPHIA SCHERMAN, MAYOR of the
CITY OF ELK GROVE

ATTEST:



JASON LINDGREN, CITY CLERK

APPROVED AS TO FORM:



SUSAN COCHRAN, CITY ATTORNEY

**CERTIFICATION
ELK GROVE CITY COUNCIL RESOLUTION NO. 2010-227**

STATE OF CALIFORNIA)
COUNTY OF SACRAMENTO) **ss**
CITY OF ELK GROVE)

I, Jason Lindgren, City Clerk of the City of Elk Grove, California, do hereby certify that the foregoing resolution was duly introduced, approved, and adopted by the City Council of the City of Elk Grove at a regular meeting of said Council held on October 27, 2010 by the following vote:

AYES : COUNCILMEMBERS: *Scherman, Cooper, Davis, Hume*

NOES: COUNCILMEMBERS: *None*

ABSTAIN : COUNCILMEMBERS: *None*

ABSENT: COUNCILMEMBERS: *Detrick*

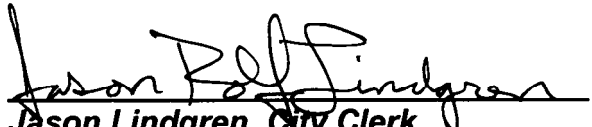

**Jason Lindgren, City Clerk
City of Elk Grove, California**

EXHIBIT A



CITY OF ELK GROVE

**TRANSIT YARD
MASTER PLAN**

March 26, 2010

EXHIBIT A

PURPOSE OF THE PROJECT MASTER PLAN

The purpose of this Transit Yard Master Plan (“Master Plan”) is to provide a strategic planning document designed to identify facilities and other assets available to provide required services to the City of Elk Grove and to create a blueprint to expand, improve and protect these assets for the future. There were a number of factors leading to the creation of this master plan, including:

- The Master Plan itself does not commit the City or the City Council to construct any or all of the improvements identified in it or require any specific time in which it is to be implemented.
- The Master Plan recognizes the importance of both City long range planning and early identification of environmental impacts that may be imposed by the fully built-out project.
- This Master Plan may be modified in the future consistent with the California Environmental Impact Act (CEQA).
- Adoption of the Master Plan allows the City to undertake development (phased if needed) as the community need for the facilities increases within the Transit Yard without additional CEQA review.

PROJECT OVERVIEW

Currently, the Transit Facilities are located within the existing City Corporation Yard. Bus parking occupies a significant portion of the paved parking available. A metal awning structure covered bus washing area is included within the parking area as are slow fill CNG tanks and pumps. Buses are maintained in a three bay tandem (2 vehicle deep) non-drive-thru portion (approximately 13,000 sq. ft.) of the 60,000 sq. ft. warehouse/maintenance building. Expansion on site is not possible.

Transit has a long-term requirement for a minimum of 11.9 acres for its administrative offices, shop and storage, crew assembly and lockers, fleet vehicle maintenance, fleet vehicle parking, vehicle fueling and wash facilities, and employee and visitor parking. It is desirable that any site purchased for Transit operations be able to accommodate longer-term growth beyond the year 2020. Therefore, if possible, a site larger than projected herein is desired, in the range of 15 acres. The site would ideally be located within the industrial zoned areas so that the maintenance activities, fueling, washing, and bus traffic would not conflict with retail or residential developments.

IDENTIFIED SITES

Two sites have been identified that are initially large enough (10-13 acres) and might be purchased for future growth (15 acres). The sites are within the City’s southeast industrial area and are located near the current Transit Operations location (see Exhibit A) at 10250 Iron Rock Way.

- Site #1 is located across Iron Rock Way from the Corp Yard. (Exhibit B)
- Site #2 is located across from the Suburban tanks on Grantline Road (Exhibit C)

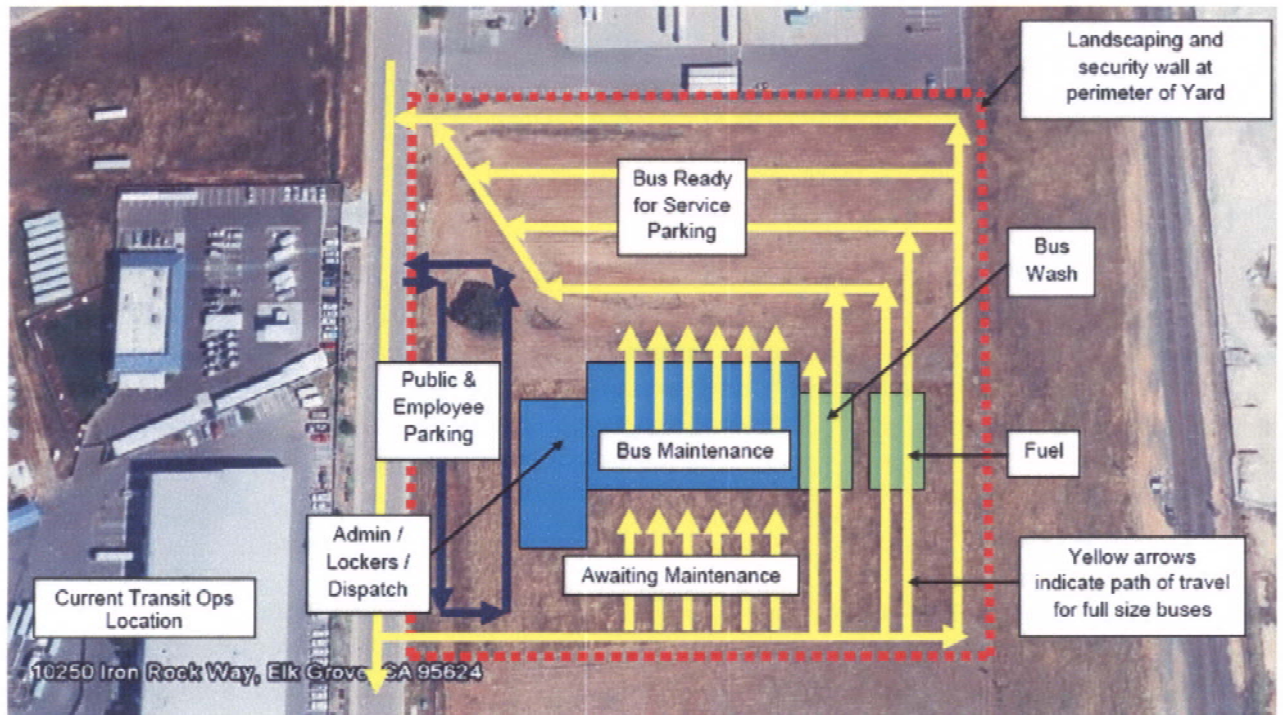
Exhibit A



Potential Transit Yard Sites

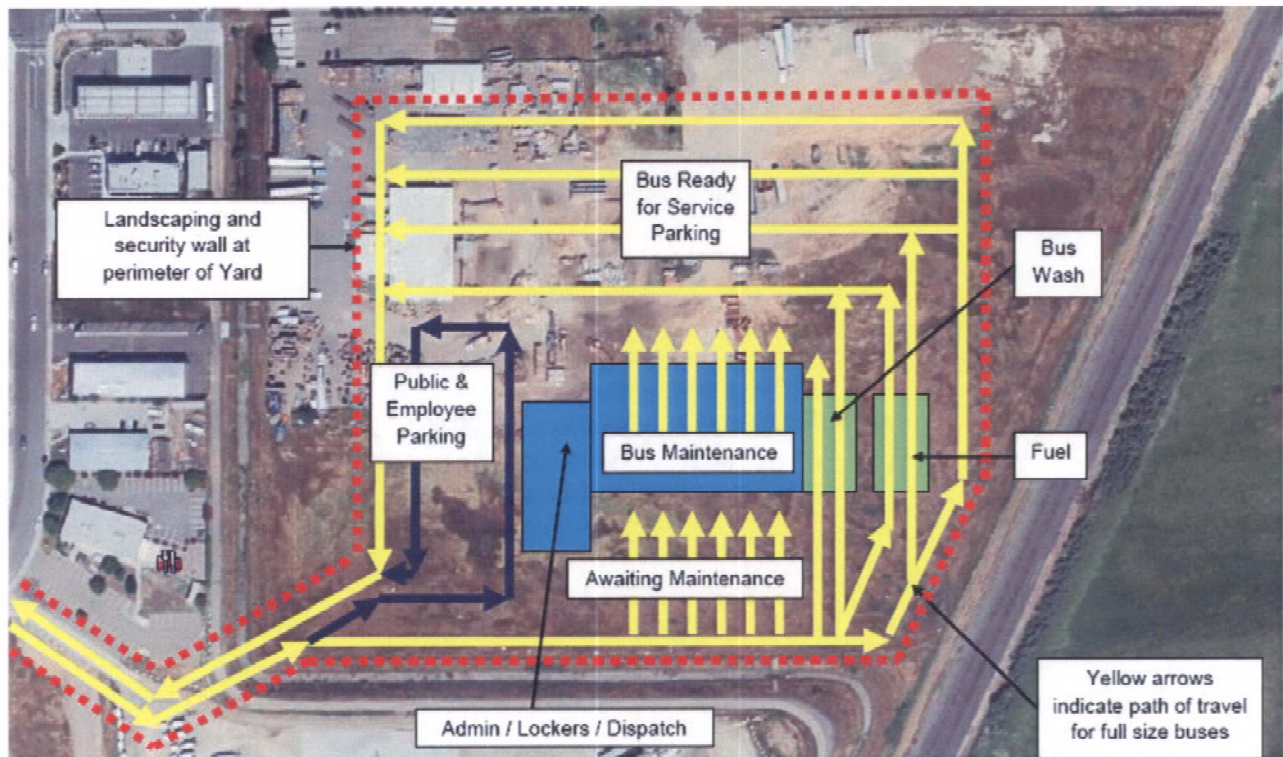
Dashed lines indicate potential growth from 10 acres to 15 acres

Exhibit B



Site #1 - 10 acre Transit Yard Master Plan

Exhibit C



Site #2 - 13 acre Transit Yard Master Plan

PROJECT HISTORY AND PURPOSE

The City's existing corporation yard was purchased as a direct consequence of the City's desire to provide local public transit services. By providing the required office space, vehicle maintenance areas, and fleet parking facilities, the City gained the greatest flexibility when contracting for transit operations and maintenance. This is the "Transit model" whereby the City provides required facilities but contracts for transit system operations.

The City began providing local transit services on January 1, 2005. As ridership demand increased, service was expanded resulting in an increasing number of vehicles within the Transit Fleet. In compliance with California Air Resources Board (CARB) regulations, the City has replaced older vehicles and expanded the fleet with new and used Compressed Natural Gas (CNG) powered buses. A project to provide slow-fill CNG on site was undertaken in 2008 and through a public – private partnership, fast fill CNG from a local provider will likely be available in 2010 within 2 blocks of the current yard location. The size of the buses, bus turning radii, and number of vehicles has resulted in a "take over" of much of the paved parking area of the existing yard.

Expansion to a new yard will allow proper development of specifically designed facilities, as well as, sufficient and safe turning, enhanced security in compliance with Federal Transit Administration (FTA) recommendations and dedicated parking areas for vehicles, public, and employees/staff.

PROJECT OBJECTIVES

The proposed project includes the following objectives:

- To provide convenient, cost-effective and environmentally sound transit operation and maintenance services to the citizens of Elk Grove,
- To control the rising costs of managing and operating transit for the City,
- To reduce regional vehicular traffic and associated air pollution,
- To comply with AB 32 (California Global Warming Solutions Act of 2006) by reducing greenhouse gas emissions,
- To establish a long term transit operational location (property) consistent with long term transit capital funding.
- To provide new employment opportunities to the residents of the City of Elk Grove and the surrounding areas.

PROJECT COMPONENTS

Facilities required to support transit operations include office space for transit management and support staff; lockers/showers and driver assembly spaces; transit vehicle maintenance bays, including tire, welding, and battery repair bays; a parts room; new and scrap tire storage; hazardous material and used fluid storage; and transit vehicle parking. Due to the various vehicle sizes within the Transit Fleet, both large and small vehicle maintenance bays with appropriately sized lifts along with some overhead crane capability are required. Local repair, body, and paint shops provide required bodywork, vehicle painting, and major vehicle repair services. Delivery trucks of various sizes will also regularly off-load and pick-up large bus parts and fluids.

In 2005, 24 transit vehicles were in operation. By the end of 2007 this had more than doubled to 67 transit vehicles. Continued significant growth of Transit services is anticipated, with nearly 200 transit vehicles projected by the year 2030.

In 2005, transit had 39 contractors / staff. In 2007, the number of Transit contractors / staff had increased to 102. Significant further expansion of transit routes and ridership is projected, resulting in a projection of 130 contractors / staff by the year 2010, increasing further to 340 contractors / staff by the year 2030. Facilities needed to meet this 2030 demand would consist of:

- Public counter, administrative offices and support space, including staff locker, shower, and assembly facilities totaling approximately 20,000 sq. ft.
- Vehicle maintenance staging area for approximately 10% of fleet
- Vehicle maintenance and shop space totaling approximately 25,000 sq. ft.
- Vehicle fueling and wash facilities sufficient fixtures to match up with total vehicle count
- Employee/Public parking – approximately 210 spaces

- Ready for service Vehicle parking for 193 buses and vans.

FACILITY ACCESS

All access to the sites would be controlled by gates / cameras with security fencing (with vegetative screening at various locations) surrounding the perimeter of the facility. Public and Employee parking should be separated from bus traffic whenever possible.

OPERATIONAL CAPACITIES

The facility would be designed to operate on a daily basis consistent with established bus route schedules. Preventative maintenance would be performed on a regularly scheduled basis with emergency maintenance capacity available at all times. Public operations would consist of administrative functions related to bus passes, fares, mobility outreach and specific event outreach. Other staff operations would support, clean, efficient, and consistent transit operations and personnel.

UTILITY SYSTEMS

The project site would require the following public utility services in order to accommodate the proposed operations: wastewater, water (domestic and fire), electrical, natural gas, and telecom services. The Transit administration/lockers/staff component would use water at a rate consistent with low flow plumbing fixtures and safety equipment. The maintenance facility would not generally use water in their operations. The bus wash facility would recycle the water used to minimize water demand and associated wastewater generation. All buildings will require sprinkler systems and at least a 4-inch fire connection.

VEHICULAR TRAFFIC

The following types of vehicles are anticipated to use the facility;

- Very large buses 60' foot long – (60 passenger capacity)
- Large buses 35'-40' foot long - (40 passenger capacity)
- Intermediate buses 22'-29' foot long - (30-40 passenger capacity)
- Vans / Paratransit cutaways - (13 passenger capacity)
- Occasional large fuel, supply delivery, and tow trucks
- Passenger vehicles and school buses used by employees and visitors

In general the facility layout and traffic patterns would be designed to separate large vehicle traffic from the employees and visitors. Buses would enter the facility on a dedicated lane and proceed to refuel, or wash, or regularly scheduled maintenance, before proceeding to overnight or short term assigned parking spots in the "ready for service" parking areas.

Staff would report to work by parking in the employee parking area and proceeding to the staff area for assignment / dispatch. They would then go to the "ready for service" parking area and exit the site to drive to their assigned route areas to provide service.

TRANSIT STAFF

On-site personnel would include transit / contractor managers, administrative / clerical personnel, dispatchers, supervisors, bus drivers (generally for short periods), mechanics and others. The facility is expected to have approximately 300 contractors / staff at full capacity.

ENVIRONMENTAL MONITORING AND CONTROLS

The facility would be required to comply with Occupational, Safety, and Health Administration (OSHA) and California Occupational, Safety, and Health Administration (Cal/OSHA) standards and methods to protect worker safety.

All transit staff receives training including, but not limited to, safety, health, environmental controls, and emergency procedures. The training programs offer standardized training for all transit staff in transit operations, policies and procedures, as well as additional job-specific training based on the specific job descriptions and responsibilities. All transit staff receives regular safety training.

The site would also include a storm water management system in order to prevent the project from degrading local water quality. The design of the storm water management system would incorporate Low Impact Development (LID) strategies including minimization of the amount of storm water generated and treatment, retention and detention in vegetated bioswales, rain gardens and oil/water separators. Generally all maintenance, washing, fueling operations will be performed inside a building or in a roof covered location to ensure it is not exposed to storm water. The storm water captured on the site would be treated to required regulatory standards prior to being discharged off-site.

REQUIRED DISCRETIONARY ACTIONS/PROCESS

In order to implement the Master Plan, the City will be required to obtain a variety of permits and approvals from other agencies. Such other project approvals may include, but are not limited to:

- Clean Water Act Section 404 permit from the U.S. Army Corps of Engineers (depending upon the site selected);
- Endangered Species Act—Section 7 Consultation with the U.S. Fish and Wildlife Service (depending upon the site selected);
- Clean Water Act Section 401 Certification from the Regional Water Quality Control Board (RWQCB) (depending upon the site selected);
- Construction activity storm water permit from the RWQCB;

- National Pollutant Discharge Elimination System permit from the RWQCB; and
- Authority to Construct/Permit to Operate from the Sacramento Metropolitan Air Quality Management District.

EXHIBIT B



CITY OF ELK GROVE

**CORPORATION YARD FACILITIES
MASTER PLAN**

March 26, 2010

EXHIBIT B

PURPOSE OF THE PROJECT MASTER PLAN

The purpose of this Public Works / Police / Neighborhood Services (PW/PD/NS) Corporation Yard Master Plan ("Master Plan") is to provide a strategic planning document designed to identify facilities and other assets available to provide required services to the City of Elk Grove and to create a blueprint to expand, improve and protect these assets for the future. There were a number of factors leading to the creation of this master plan, including:

- The Master Plan itself does not commit the City or the City Council to construct any or all of the improvements identified in it or require any specific time in which it is to be implemented.
- The Master Plan recognizes the importance of both City long range planning and early identification of environmental impacts that may be imposed by the fully built-out project.
- This Master Plan may be modified in the future consistent with the California Environmental Impact Act (CEQA).
- Adoption of the Master Plan allows the City to undertake development (phased if needed) as the community need for the facilities increases without additional CEQA review.

PROJECT OVERVIEW

Currently, a variety of non-Transit facilities are located within the existing City Corporation Yard. Because bus parking occupies a significant portion of the paved parking areas, and buses are maintained in a portion (approximately 13,000 sq. ft.) of the 60,000 sq. ft. warehouse/maintenance building, expansion of non-Transit facilities on site is currently limited to that portion of the site that is not yet paved or developed. Unplanned expansion would significantly reduce the usefulness of the property. Public Works, Police Department, and Neighborhood Services (PW/PD/NS) have a long-term requirement for expansion of their various services that will re-utilization and add to current facilities within the 11.2 acre existing yard as follows:

- PD Field Services and K-9 (currently 8,943 sq. ft.) - Expand existing office, assembly, and locker / shower area to accommodate future needs, and the existing site area to accommodate additional patrol vehicle parking as necessary (future total 24,315 sq. ft.).
- NS Animal Services (currently 1,060 sq. ft.) and Community Enhancement (currently 1,052 sq. ft.) -Expand Animal Care and Community Enhancement Services as necessary (future totals of 11,846 sq. ft. and 1,758 sq. ft.).
- NS Code Compliance and PW (currently 10,559 sq. ft.) – Expand PW and NC-CC as necessary (future total of 59,059 sq. ft.) - Provide parking for PW and other City fleet vehicles. Provide inside and outside yard storage space for PW and other City departments.
- All Field Service Groups and Police – provide 200 employee and public parking spaces

IDENTIFIED SITE

The existing Corporation Yard is within the southeast industrial area of the City located at 10250 Iron Rock Way. The north and northwest portions of the site have not yet been paved or developed for use (see Exhibit A)

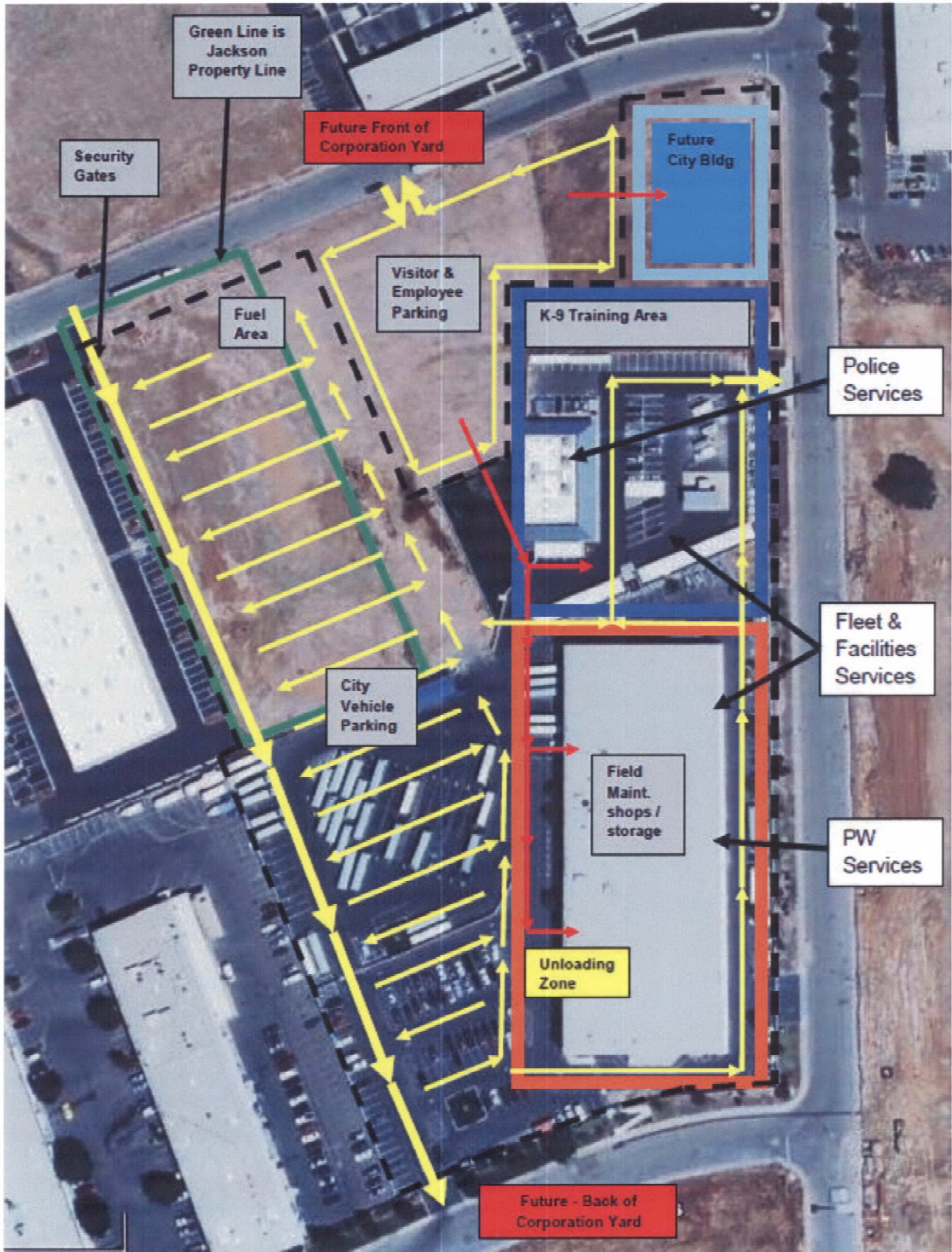
Exhibit A



10250 Iron Rock Way – Existing Corporation Yard

The long term and short term expansion would be best undertaken with inclusion of the adjacent parcel. The Future Expansion / Uses of Existing Corp Yard Master Plan diagram lays out circulation, parking, and use areas (see Exhibit B).

Exhibit B



Future Expansion / Uses of Existing Corporation Yard

PROJECT HISTORY AND PURPOSE

As of March 2010, the City owns one corporation yard at 10250 Iron Rock Way. This site was purchased in 2004. This yard consists of 11.2 acres and includes a 60,000 square foot warehouse/maintenance building. Within this building is a 10,000 square foot office and support space on two levels. The 2007 addition of a 7,000 square foot Police Field operations building and fueling area is located to the north of the warehouse building. The yard was purchased to provide warehouse, offices and maintenance facilities for the City's field services contract / staff including Police Field Services, Fleet and Facilities, Public Works, Animal Services, Transit, Code Enforcement and Community Enhancement. By providing the required office space, vehicle maintenance areas, and parking facilities, the City gained the greatest flexibility when contracting for various operations and maintenance. With the relocation of Transit functions to a separate Transit yard, the needs of the other Departments can be accommodated and expanded.

Neighborhood Services is responsible for services to the community and services to the City staff by providing Animal Care Services, Neighborhood Code Enforcement / Community Enhancement services, Fleet (vehicle) services and Facility services. These services are provided either in the field or within the yard as support of field operations.

Public Works is responsible for maintaining and repairing all City streets, roadways and sidewalks, striping and marking, street and regulatory signs, traffic signals, landscape corridors and medians, creek and channel maintenance (drainage), detention basins, pump stations, street sweeping, and parks. These services are provided in the field.

The Police Field operations facility constructed in 2007 is responsible to support a wide range of Police operations including vehicle equipping, special equipment storage, K-9 facilities, fueling and staff parking. Secured control of the entire Corp yard will allow growth of the Police field operations.

PROJECT OBJECTIVES

The proposed project includes the following objectives:

- To provide convenient, cost-effective and environmentally sound field operations and maintenance services to the citizens of Elk Grove,
- To control the rising costs of managing and operating field services for the City,
- To reduce regional vehicular traffic and associated air pollution,
- To comply with AB 32 (California Global Warming Solutions Act of 2006) by reducing greenhouse gas emissions,
- To establish a long term field services operational location consistent with long term transit capital funding.
- To provide new employment opportunities to the residents of the City of Elk Grove and the surrounding areas.

PROJECT COMPONENTS

Facilities required to support field operations include office space for field operations management and support staff; toilets/lockers/showers, staff assembly spaces, vehicle parking areas, vehicle maintenance bays, support areas including parts room, equipment washing, hazardous material and used fluid storage, and various internal and external storage bunkers and shelves. Delivery trucks of various sizes will also regularly off-load and pick-up various warehoused items.

Neighborhood Services - Animal Services

Animal Services is responsible for enforcing regulations regarding the licensing and maintenance of animals, pick-up and containment of stray dogs and livestock, removal of deceased animals from roadways, investigating the humane treatment of animals, and investigating animal bite and tethering violations.

Animal Services has partnered with the Sacramento SPCA for sheltering stray animals from Elk Grove. The SPCA shelter is located on Florin Perkins Road in Sacramento. The space needs identified in this master plan include a preliminary estimate of the potential space and site area requirements for a small City owned and operated animal care facility. Animal Services operations have little adjacency needs to other departments located at the corporation yard, however shared office and toilet / locker facilities with other yard users is appropriate and planned.

The Master Plan requirements of 10,500 sq. ft. enclosed/covered and 5,400 sq. ft. exterior include:

- Office and support areas for Animal Services staff
- Toilet and locker/showers
- Storage for animal traps and tools
- Secure vehicle parking for its Animal Services vehicles
- Animal kennels for temporary housing of animals
- Small adoption area for animals
- Secure animal loading area for transport to the SPCA animal shelter.

Neighborhood Services - Community Enhancement and Code Compliance

Community Enhancement and Code Compliance is charged with responsibility for addressing concerns about unsafe, unhealthy, or unsightly conditions in homes, neighborhoods, and the entire community. Inspectors work in close association with the Police Department, Planning, Building, and Public Works to maintain high community standards and address violations of the Elk Grove Municipal Zoning and Housing Ordinances. Significant growth in staffing and service levels is anticipated. As Elk Grove matures and ages as a city, code enforcement issues will become more prevalent, thereby requiring additional staff to respond to the increasing workload.

The Master Plan requirements of 2,000 sq. ft. enclosed/covered and 6,500 sq. ft. exterior include:

- Office and support areas for office and field staff
- Toilet and locker/showers
- Secure vehicle parking for inspector vehicles.

Neighborhood Services – Fleet and Facilities

Fleet Maintenance – With the development of a full-service or on-site contract public works corporation yard, the City will need facilities to house and maintain a significant vehicle fleet to support those operations. This in turn will require the development of a vehicle and equipment maintenance facility. The size of the facilities is a function of both the number of vehicles to be serviced and whether the maintenance shop operates a single or multiple shifts. Operating a second shift can reduce the total number of required bays and enable routine preventative maintenance to be completed during evening hours, thereby reducing any vehicle down time for preventative maintenance services. Operating two shifts will enhance operational efficiencies and reduce facility development costs.

The Master Plan requirements of 42,000 sq. ft. enclosed/covered and 52,000 sq. ft. exterior include:

- Office and support areas for office and field staff
- Toilet and locker/showers
- Assembly space
- Secure vehicle parking for Fleet Maintenance and Fleet Pool vehicles.
- Both large and small vehicle maintenance bays
- Lift and overhead crane capability
- Tire, welding, battery, small equipment repair and steam bay
- Parts room
- Hazardous material, used fluid, and scrap tire storage
- Assembly space
- Vehicle prep and communication/radio installation and repair shop

Bodywork, vehicle painting, and major vehicle repair services will be provided by local repair, body, and paint shops.

Facility Maintenance – As the number of City-owned facilities increases with the development of additional corporation yard facilities and the development of a new civic center, additional facility janitorial and maintenance personnel will be required as will toilet/locker/shower and assembly space for maintenance staff; workstations for foreman and crew leader personnel; shop areas for carpentry, plumbing, electrical, locksmith, painting, metal – welding, and HVAC; material / custodial supplies and furniture storage; and parking for various facility maintenance fleet vehicles and mobile equipment items.

The Master Plan requirements of 8,200 sq. ft. enclosed/covered and 4,000 sq. ft. exterior include:

- Office and support areas for office and field staff
- Toilet and locker/showers
- Assembly space
- Secure vehicle parking for Facilities Maintenance vehicles.
- Various shop spaces for specialty repair and interior storage of materials

Public Works – Field Operations

As the public infrastructure for streets, street lighting, traffic signals, and drainage ages, the focus of many Public Works activities will necessarily shift from new construction to repair and maintenance. This shift in field service emphasis will result in some significant changes in the operational focus of Public Works field staff, which in turn will bring with it increases in staff, vehicle, equipment, storage, and space requirements.

The City currently contracts with a primary service provider for field supervisory and administrative public works services. Public works field services, beyond those provided by the primary service provider, are provided by specialty subcontractors. These services include construction, repair, and maintenance of public works facilities.

The development full-service Public Works corporation yard facilities will require accommodations for staff and City vehicle parking, multiple shops (paint/sign, parking meter, landscape, concrete, asphalt/pavement, street/traffic lighting and signals, material bins, vehicle maintenance, vehicle wash facilities, warehouse, and yard storage. These required facilities and storage will result in a significant increase in Public Works space and site area requirements. The following description of each of the Public Works' operational units highlights the types of spaces that would be required.

Construction Services – The City provides new development construction inspection services. This operation requires office accommodations for inspectors and supervisory staff, a plan and file storage room, storage for hazardous materials, and parking for fleet vehicles for the inspectors. Location at the corporation yard is convenient; however as the City's infrastructure moves toward build-out, this operation may be reduced. Because of its close working relationship with PW Engineering, Planning, and Building, on-going collocation with those departments is essential.

The Master Plan requirements of 4,650 sq. ft. enclosed and 11,760 sq. ft. exterior include:

- Office and support areas for office and field staff
- Toilet and locker/showers
- Secure vehicle parking for Construction Services inspector vehicles.

Maintenance Administration – Operation of a full-service public works corporation yard will require an administrative component to oversee all public works field operations. Office and support space for conferencing, reproduction, filing, and office supplies will be required.

The Master Plan requirements of 4,000 sq. ft. enclosed/covered include:

- Office and support areas for office and field staff
- Toilet and locker/showers

Street Maintenance – Repair and maintenance of the City's streets and roadways will require lockers/showers and assembly space for the field crews, office accommodations for field crew supervisory staff, specialty concrete and asphalt/pavement shops, warehouse and outside yard storage (material, signs, barricades), material bins (rock, sand, gravel, asphalt), material dump bins (street sweepers), and parking for various street maintenance fleet vehicles and mobile equipment.

The Master Plan requirements of 10,400 sq. ft. enclosed/covered and 41,700 sq. ft. exterior include:

- Office and support areas for office and field staff
- Toilet and locker/showers
- Secure vehicle parking for Street Maintenance vehicles.

Traffic Signal/Street Light Maintenance – A full-service traffic signal and street light maintenance operation for the repair and maintenance of traffic signals and street lighting will require lockers/showers and assembly space for the field crews, office accommodations for field crew supervisory staff, specialty shops for street lighting and traffic signals; warehouse and outside yard storage (light fixtures, lamp sets, light and signal poles); and parking for various traffic maintenance fleet vehicles and mobile equipment items.

The Master Plan requirements of 9,300 sq. ft. enclosed/covered and 17,800 sq. ft. exterior include:

- Office and support areas for office and field staff
- Toilet and locker/showers
- Secure vehicle parking for Traffic Signal/Street Light Maintenance vehicles.

Street Signs and Markings Maintenance – A full-service street sign and markings maintenance operation for the repair and maintenance of street and roadway striping and markings, and street and regulatory signs will require lockers/showers and assembly space for the field crews, office accommodations for field crew supervisory staff, specialty shops for signs, markings, and painting; warehouse and outside yard storage (signs, poles, and lumber); and parking for various maintenance fleet vehicles and mobile equipment items.

The Master Plan requirements of 8,500 sq. ft. enclosed/covered and 5,000 sq. ft. exterior include:

- Office and support areas for office and field staff
- Toilet and locker/showers
- Secure vehicle parking for Street Signs and Marking Maintenance vehicles.

Landscape / Irrigation Maintenance – Development of additional City-owned facilities will bring with it a need for expanded landscape maintenance services. Space will be required for lockers/showers and assembly space for landscape maintenance staff; workstations for foreman and crew leader personnel; a landscape shop for mower, small tool and equipment, and irrigation equipment repair; warehouse storage for chemicals, fertilizer, and other landscaping materials and equipment; a chemical mixing area; yard storage for plants; material bins; and parking for fleet vehicles, mowers, and mobile equipment items.

The Master Plan requirements of 5,300 sq. ft. enclosed/covered and 5,700 sq. ft. exterior include:

- Office and support areas for office and field staff
- Toilet and locker/showers
- Secure vehicle parking for Landscape / Irrigation Maintenance vehicles.

Drainage Maintenance – A full-service Water Resources Drainage Maintenance operation for the repair and maintenance of creeks and channels, detention basins, and pump stations will require lockers/showers and assembly space for the field crews, office accommodations for field crew

supervisory staff, a water resources specialty shop, warehouse and outside yard storage, and parking for various fleet vehicles and mobile equipment items.

The Master Plan requirements of 3,500 sq. ft. enclosed/covered and 17,200 sq. ft. exterior include:

- Office and support areas for office and field staff
- Toilet and locker/showers
- Secure vehicle parking for Drainage vehicles.

Police Department - Field Services

The Police Headquarters building is located at 8380 and 8400 Laguna Palms Way. The Police Field operations facility was constructed in 2007 as a first expansion of the existing Corporation Yard. This new facility, along with toilets and shower/locker room, employee and patrol vehicle parking, K-9 facilities, and a fueling station provides field support for the Police Operations.

Police vehicle maintenance services are provided by contract providers, and maintenance facilities are not located at the corporation yard. As Public Works and other services find increasing need for maintenance of City vehicles, some maintenance of Police Vehicles can be undertaken, however because most of the Police vehicles are similarly manufacturer cars, contracting out for major maintenance services is expected to remain desirable.

The Master Plan requirements of 7,000 sq. ft. enclosed/covered and 60,000 sq. ft. exterior include:

- Office and support areas for office and field staff
- Toilet and locker/showers
- Secure vehicle parking for Police vehicles.
- K-9 Training and outside area

COMPONENT SUMMARY

In total, it is projected that the needs for the expansion of the existing Corporation Yard facilities after relocation of transit will grow to a 2030 need of 343,000 sq. ft. or about 8 acres. Site circulation and landscaping is projected at an additional 200,000 sq. ft. or about 4.5 acres. Cooperative use of public counters, office areas, toilet and locker/shower areas, assembly areas, and shared parking areas would best fit these 2030 needs within the existing site of 11.2 acres plus the additional 2.5 acre site.

FACILITY ACCESS

All access to the site would be controlled by gates / cameras with security fencing (with vegetative screening at various locations) surrounding the perimeter of the facility. Public and Employee parking should be separated from Yard traffic whenever possible.

OPERATIONAL CAPACITIES

The facility would be designed to operate on a daily basis consistent with established field maintenance schedules. Generally this means an early morning arrival and dispatch for scheduled activities and late evening operations for vehicle maintenance. Because the Corporation Yard provides field support to City operations including Police, the Yard is expected to have at least some operations on a 24/7 basis.

Public interface for various operations would consist of administrative functions related to Neighborhood Services / Public Works issues and Police K-9 information outreach. Other staff operations would support, clean, efficient, and consistent field operations and personnel.

UTILITY SYSTEMS

The project site would require the following public utility services in order to accommodate the proposed operations: wastewater, water (domestic and fire), electrical, natural gas, and telecom services. The various toilet/lockers/shower component(s) would use water at a rate consistent with low flow plumbing fixtures and safety equipment. The maintenance facility would not generally use water in their operations. A vehicle wash facility would recycle the water used to minimize water demand and associated wastewater generation. All buildings will require sprinkler systems and at least a 4-inch fire connection. Future building modifications and new buildings would be designed to minimize electrical/gas consumption and may also provide on-site photovoltaic electrical power.

VEHICULAR TRAFFIC

The following types of vehicles are anticipated to use the facility;

- Very Large Vehicle - Dump truck hauling a trailer/loader with Backhoe - 60' foot long
- Large Vehicle – Drainage suction truck – Large Dumper Truck - 40' foot long
- Intermediate Vehicle - Large crew service trucks - 25'-35' foot long
- Smaller Vehicle – Police cars and pick-up trucks – various sizes
- Occasional large fuel, supply delivery, and tow trucks
- Passenger vehicles and school buses used by employees and visitors

In general the facility layout and traffic patterns would be designed to separate large vehicle traffic from the employees and visitors. City vehicles would enter the facility on a dedicated lane and proceed to refuel, or wash, or regularly scheduled maintenance, before proceeding to overnight or short term assigned parking spots in the “ready for service” parking areas. Staff would report to work by parking in the employee parking area and proceeding to the staff area for briefing / assignment / dispatch. They would then go to the “ready for service” parking area and exit the site to drive to their assignments to provide service.

FIELD STAFF

On-site personnel would include field operations / contractor managers, administrative / clerical personnel, supervisors, field workers (generally for short periods), mechanics and others. The facility is expected to have approximately 200 contractors / staff at full capacity.

ENVIRONMENTAL MONITORING AND CONTROLS

The facility would be required to comply with Occupational, Safety, and Health Administration (OSHA) and California Occupational, Safety, and Health Administration (Cal/OSHA) standards and methods to protect worker safety.

All field operations staff receives training including, but not limited to, safety, health, environmental controls, and emergency procedures. The training programs offer standardized training for all field operations staff in related operations, policies and procedures, as well as additional job-specific training based on the specific job descriptions and responsibilities. All staff would receive regular safety training. The site also includes a storm water management system in order to prevent the project from degrading local water quality. The expansion of the existing system shall design for the storm water management system incorporation of Low Impact Development (LID) strategies including minimization of the amount of storm water generated and treatment, retention and detention in vegetated bioswales, rain gardens and oil/water separators. Generally all maintenance, washing, fueling operations will be performed inside a building or in a roof covered location to ensure it is not exposed to storm water. The storm water captured on the site would be treated to required regulatory standards prior to being discharged off-site.

REQUIRED DISCRETIONARY ACTIONS/PROCESS

In order to implement the Master Plan, the City will be required to obtain a variety of permits and approvals from other agencies. Such other project approvals may include, but are not limited to:

- Clean Water Act Section 404 permit from the U.S. Army Corps of Engineers; and
- Endangered Species Act–Section 7 Consultation with the U.S. Fish and Wildlife Service; and
- Clean Water Act Section 401 Certification from the Regional Water Quality Control Board (RWQCB); and
- Construction activity storm water permit from the RWQCB; and
- National Pollutant Discharge Elimination System permit from the RWQCB; and
- Authority to Construct/Permit to Operate from the Sacramento Metropolitan Air Quality Management District.