

NO BACK UP
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ITEM # H

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ITEM # I

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ITEM # J

List of Interested Residents for the Board Vacancy

1. Hal Bailey [REDACTED]
2. Bruce Hall [REDACTED]
3. Marshall Harris [REDACTED]
4. Jim Mattison [REDACTED]
5. Midge A Moser [REDACTED]
6. Bill Pease [REDACTED]
7. Tony Rigoni [REDACTED]
8. Toby Ronquillo [REDACTED]
9. Jonathan Silver [REDACTED]
10. Diane Stewart [REDACTED]
11. Frank Visintin [REDACTED]

Callista Anderson

Town of Discovery Bay CSD
Received
FEB 21 2012

From: Rick Howard [rhoward@todb.ca.gov]
Sent: Tuesday, February 21, 2012 9:13 AM
To: [REDACTED]
Cc: 'Callista Anderson'; 'Virgil Koehne'; 'Rick Howard'
Subject: FW: TODB - Contact Form Response

Mr. Bailey,

I suggest you contact the Office of Elections of Contra Costa County to determine the requirements relative to your question regarding residency.

Please also visit the District's website for the notice of vacancy:
<http://www.todb.ca.gov/images/Town of Discovery Bay Notice for Vacancy 2 17 12.pdf>

Thank You,

Rick Howard
Town of Discovery Bay
A Community Services District
(O) 925-634-1131
(C) 925-784-5351
www.todb.ca.gov

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From: contactus@todb.ca.gov [mailto:contactus@todb.ca.gov]
Sent: Sunday, February 19, 2012 9:09 AM
To: contactus@todb.ca.gov
Subject: TODB - Contact Form Response

A user has filled out the form Contact Us

Name: : Hal Bailey
Street Address: : [REDACTED]
City: : [REDACTED]
State: : California
Zip: : [REDACTED]
Home Phone: : +1 [REDACTED]
Cell Phone: :
Email Address: : halbailey@ [REDACTED]

Question/Comments: : My funding group is currently buying a home in DB and we are offering the residence to a potential candidate for DB-CSD board member. What is the residence requirements for a candidate? Best wishes, Hal

Form Data Id : 258

User ID : 1

Initial save of form :

Last Change of form : 1329671366

Last Change of form :

2/21/2012



TOWN OF DISCOVERY BAY CSD
BOARD APPLICATION FORM

Name: Bruce Hall

Phone: [REDACTED]

Address: [REDACTED]

Relevant Experience and/or Employment (attach a resume if relevant):

Previously provided.

Why are you interested in our organization:

As my resume will attest, I have always been involved in the communities where I have lived. The CSD Board, both through direct authority and sphere of influence, can impact the quality of life for residents for years to come. With 3 generations of my family living in the town, I would like to contribute my time and experience to furthering the improvements already in process.

Area(s) of expertise/Contribution you feel you can make:

Strong skills in budgeting, fiscal management and contracts per my resume.
A calm demeanor with experience of corporate, volunteer and local government boards.
In addition to CSD meeting commitments, I have significant free time to devote to issues such as preservation of Delta water flows, egeria densa control etc.

Other volunteer commitments:

Discovery Bay Elementary representative as Judge to Odyssey of the Mind (Annual event)
Fiscal advisor and document designer for Byron Delta Lions Club Treasurer (my wife)
See resume for past activities.

- * Must be at least 18 years old and a registered voter
- * Must reside within District boundaries

Bruce W. Hall

Professional Experience

2009-Present N2 Holdings, Inc.-Petaluma, CA

Sr. V.P. and CFO - Engaged to develop financial systems as well as write Private Placement Memorandum for technology based start-up.

- Key member of team developing new product from concept to delivery.
- Implemented risk management and investor relations procedures.
- Recognized for quality/effectiveness of Private Placement Memorandum.
- Developed pricing models for product analysis and ROI purposes.
- Developed complete personnel policies, procedures and payroll.

1993-2008 Shoreham Corp. - Concord, CA

President & CEO - Acquired and grew a money losing traditional tire store to award winning car sales and service facility.

- Introduced professional financial management and technology to produce lower unit and fixed costs as well as innovative compensation plans.
- Dispensed with traditional organizational structure in favor of functionality tied to customer needs and competitive forces.
- Effectively used community involvement to optimize sales and profitability.
- Opportunistically provided consulting services to the airline industry.

1991-1993 United Express/Air Wis Services, Inc.

Sr. V.P. Finance and Treasurer - CFO of the Part 121 national airline and the NASDAQ listed company subsequently acquired by UAL Corp. Engaged to formulate a merger and/or survival strategy for the company. Initial duties included investor relations, financial structuring and asset sales. Later expanded to include legal affairs, labor relations and most administrative functions of the company.

- Negotiated merger with UAL and directly interfaced with counsel, investment banks, key shareholders and AMR Corp. in its competing bid.
- Successfully implemented near term cash realization plan and negotiated intermediate term restructure with lenders and double dip Japanese leases.
- Established good working relations with shareholders, media and SEC during the drafting and filing of proxy and related materials.
- Concluded complex financing for new aircraft deliveries during time of financial distress and realized cash through collateral substitutions.
- Significantly enhanced capital and operating budget reporting process.

1989-1991 First National Bank of Chicago

Vice President/Unit Head -- Credit policy and Review

Management of four Vice Presidents and a support staff responsible for the evaluation of portfolio risks, credit process and reserve adequacy in corporate and retail banking offices throughout North America, Europe and Asia. Writing and editing of related reports for Executive management, Federal/Foreign regulators and shareholder auditors.

- With emphasis on elements of analysis and problem credit recognition, achieved objective of de minimus differences with National Bank Examiner ratings of specific credit facilities and portfolios.
- Consulted in reviews of newly acquired middle market/community banks.
- Significantly changed review methodology with dual benefits of reduced costs and earlier detection of process and portfolio weaknesses.
- In a function which must have a degree of adversarial content, achieved high ratings based on precision analysis of issues and respect of line and credit officers for validity of observations.

1969-1989 Scotiabank -- The Bank of Nova Scotia

Asst. GM & Agent-Corp. Banking-San Francisco

Senior lending and marketing officer in the Western United States responsible for loan commitments \$2.8 billion and Agency assets of \$4 billion. Managed 46 employees, an operating budget of \$2.8 million and assumed Presidency of \$90 million REO subsidiaries.

Senior Representative-Corp. Banking -- Cleveland, OH

Managed the Representative office and directed 8 professionals in initiation and maintenance of corporate credit services in a 5 State area. Responsible for Steel and Automotive industries in the U.S. and achieved highest Greenwich Research ratings in the area.

Manager-Banking Division-Bermuda National Bank

Under intercompany management contract, applied Scotiabank standards and directed operational recovery of distressed Retail/Commercial and International organization with assets of \$200 million and 100 staff.

Assistant Controller-Toronto Regional Office

Responsible for organizing and negotiating branch and region Profit Plans for 140 branch network in Southern Ontario.

Education

University of Delaware -Stouier Graduate School of Banking (Graduated with honors and thesis accepted to Harvard University and other libraries).
Capital University, Columbus, OH. Bachelor of Business Administration.
University of Toronto-Fellow - Institute of Canadian Bankers (Honors)

Community

Past President and current member – The Rotary Club of Concord, CA

Past President – Concord Rotary Endowment (501©(3)local charity)

Rotary -- Paul Harris Fellow

Past President of The Greater Concord Chamber of Commerce.

Past Vice Chair/Treasurer – Workforce Board of Contra Costa County.

Volunteer Teacher – Junior Achievement

Multiple reward recipient for employment services to disabled people.

Volunteer bell ringer for Salvation Army

Multiple event organizer for Concord Chamber and Concord Rotary

Quartermaster for Rotaplast international surgical missions.

Past Treasurer – Mt. Diablo Hospital Foundation

Judge – Odyssey of the Mind



TOWN OF DISCOVERY BAY CSD
BOARD APPLICATION FORM

Name: Marshall Harris

Phone: [REDACTED]

Address: [REDACTED]

Relevant Experience and/or Employment (attach a resume if relevant):

Currently serving on the local board of directors as secretary. In addition, I chair the landscape committee

Why are you interested in our organization:

I feel that I can be a positive asset to the community with new ideas from residents and myself

Area(s) of expertise/Contribution you feel you can make:

Many years of managerial experience, projects of various kinds, serving at church, building community space. I am also involved in special projects (18) jazz at all times, Easter egg hunts.

Other volunteer commitments:

Have worked with youth groups, team leader for special projects, fund raising, helping with school projects

* Must be at least 18 years old and a registered voter

* Must reside within District boundaries

3/5/12

CSD Board Member

Rick,

I am writing you to let you and the board know I am interested in seeking a position on the CSD board as there is now a vacancy. I know there are board members who are very interested in the water and sewage and the continuation of improving these facilities. I will assume my talents could be used in other areas that may need more attention such as the landscaping, parks and rec. But that would be determined once we all sat down to figure out the best way to make sure the needs of our community are best addressed.

Jim Mattison 

From: Jim Mattison [mailto: [REDACTED]]
Sent: Friday, March 09, 2012 10:39 AM
To: rtetreault@todb.ca.gov; msimon@todb.co.gov; Chris Steele; kgraves@todb.ca.gov
Cc: Richard Howard
Subject: CSD Board

Gentleman (You to Mark),

Thank you for the opportunity to be more involved with our dynamic community through the CSD. I didn't want to rattle on Wed night as you had 11 people on the list so I thought I would simply send you this note.

As I am very well entrenched in our community since 1996 and know a vast amount of what goes on here weather I want to or not, I would welcome the opportunity to use my organizational skills and vision to continue even more to help our community grow carefully and for all the right reasons. I was asked to run by so many people in our community because they know I have no political agenda and will look out for all of our assets.

As I can bring an immediate benefit to our parks and rec programs I look forward to leaning all about our sewer and water as I know it has the biggest impact of our community by far. I think the budget is well over \$6,000,000 if I am correct. As a matter of fact I took a tour a while ago of Plant # 2 just so I could understand the dynamics of our sewer process. I had no idea it took well over two months from the time I hit the plant, go round and round for 28 days, hit the bio-solds and into the green house for a month or so. I look forward to learning about all aspects of what the CSD is comprised of and more over since I know each of you being a good team mate. Playing sports all my life and running the CYO basketball program, being a director in the Lions club and working well with the school district I know the importance of leadership and give and take. I will do my best to learn as much as I can, as fast as I can to be an important part of the CSD and contribute ASAP. As we all have our strengths and weaknesses I am sure you would steer me in the right direction where I could be most beneficial so all of our basis are covered for the needs of our community.

Have a great weekend and I am sure I will run into all soon.

Thanks,

Jim Mattison
[REDACTED]

TOWN OF DISCOVERY BAY
RECEIVED
3-28-12

From: Midge A Moser [mailto:
Sent: Wednesday, March 07, 2012 2:37 PM
To: rhoward@todb.ca.gov
Subject: Applicant for CSD Director

Hello Mr. Howard:

My name is Midge A Moser



Phone number 

I am interested in serving on the Board of Directors for the remaining term.

Thanks, see you tonight,

midge

MIDGE A MOSER

REGARDING CSD BOARD MEMBER QUALIFICATIONS



I am interested in serving the Town of Discovery Bay to reach its fullest potential as a premier living area in Contra Costa County. It deserves to be among the top environments to raise our children to responsible adults.

A place to have superior quality of life in order to retire and enjoy the rest of our lives.

A place to fulfill the "Live where you Play" motto designed for this community.

Education: 1954-1957

Received BA in Nursing from California Hospital School of Nursing affiliated with the University of Southern California, Los Angeles Campus

1965-1968 Real Estate Classes, Dean's List: West Valley College, Saratoga Campus

1970 Broker's Licensing Course. Anthony's School, Saratoga Campus. Took Broker's Test. Received Broker's license April 1970.

Little Village Real Estate—1970 – 1988. Broker/ Associate/ Broker Owner.

1988-2001 Broker Owner Los Gatos Real Estate, Inc.

My experience as a small business owner runs the active involvement from P & L Statements, Budgets, working with and training personnel--problem solving, working with various City, County and State Agencies. Finding solutions and answers to very involved questions and situations.

While serving as a Member of the Board of Directors for the Los Gatos-Saratoga Board of Realtors, to The California Real Estate Association for 6 years. My Duties were varied involving complicated issues as the area was in Flux seeking to merge the various Boards to simplify activities for the area's Realtors and Customers seeking to choose a Realtor that had access to all properties on the Market rather than having to work with a Realtor that belonged to several Boards and had keys to various lock boxes and/or employ several Realtors. With all the interests of the Realtors, the Real Estate Boards, all the Real Estate Board Members and employees it at the Board Level.....involving San Jose up to San Francisco it was a 12,000 piece puzzle. When it was worked out, it became the model for the future for the California Real Estate Association, Inc. I was honored as Realtor of the Year for the Los Gatos Board of Realtors in 1975.

Being to active in the Real Estate Community I realize that the location and sense of community is very important in the value and desirability of the property we invest our money and our lives into.. I have become involved in almost every community that has a commitment and forward looking base of residents and an association to look over the things that make a community desirable.

I served on the Riva Ridge Homeowner's Association, where I lived in the Santa Cruz Mountains from 1988 - 1993. On October 17, 1989 we suffered the Loma Prieta Earthquake. Our Association belonged to a private water company that served over 200 residents. Our community leased a part of the delivery system of the private water company and much of that infrastructure was destroyed. Our Board took it upon ourselves to work with the State of California, the Counties of Santa Clara and Santa Cruz and the Cities of Los Gatos and San Jose to carve out a right of way for the water to be delivered up to the Summit subdivisions via Hwy 17. To combine the water companies and the structures to hold and deliver the water and brokered an agreement with the City of San Jose for the water delivered via the City of Los Gatos.

1994 - 2000 I sat on the Board of Directors of the Tropic Sands Apartments Corporation; The Kalnalu, 2801 Coconut Avenue, Honolulu, Hawaii 96815. This was a formal Board charged with the duties of running a Corporation that consisted of 69 ocean-front living quarters and the responsibility for 2/3 employees, the care and upkeep of the building and care of the money to perform these tasks.

3/6/12



TOWN OF DISCOVERY BAY CSD
BOARD APPLICATION FORM

Name: Bill Pease

Phone: [REDACTED]

Address: [REDACTED]

Relevant Experience and/or Employment (attach a resume if relevant):

I am a former Elected Official. I served on the Fremont City council from 1998 to 2004. I also served on the following Boards and Commissions. Alameda County Housing Authority, AC Transportation Authority, AC Library Committee, EBRP Ardenwood Advisory Board, Fremont Chamber of Commerce Board, Irvington Business Association Board to name a few.

Why are you interested in our organization:

I am now retired and a full time resident of Discovery Bay. My wife Donna and I have owned a Home Here for the past eleven years. I want to volunteer my continues to be a very desirable place to live and raise a family.

Area(s) of expertise/Contribution you feel you can make:

My past elected position provides me with expertise in public budget oversight. Fremont's budget is 130 million a year. Having served on boards and agencies will allow me to make a very smooth transition onto any CSD Board Committee assignment. As a 25 year owner of my own company I would bring operational knowledge of both the private sector and public sector organizations. I believe understanding both sides of the fence greatly assists in public decision making.

Other volunteer commitments:

I currently serve on the DBPOA Design and Environmental Review Committee. I would be very honored if selected to serve on the CSD Board until the Nov. Thank you for your consideration.

* Must be at least 18 years old and a registered voter

* Must reside within District boundaries

TOWN OF DISCOVERY BAY
RECEIVED
5-5-12

Carol McCool

From: Rick Howard <rhoward@todb.ca.gov>
Sent: Monday, March 05, 2012 10:25 AM
To: 'Carol McCool'
Subject: FW: Discovery Bay CSD Vacancy

Thank You,

Rick Howard
Town of Discovery Bay
A Community Services District
(O) 925-634-1131
(C) 925-784-5351
www.todb.ca.gov

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From: Tony Rigoni [mailto: [REDACTED]]
Sent: Tuesday, February 28, 2012 3:12 PM
To: rhoward@todb.ca.gov
Subject: Discovery Bay CSD Vacancy

I would like to submit my name in for consideration of the vacant CSD spot. A little about me: My wife and I have been residents of Discovery Bay for the past couple of years. We both grew up in the Bay Area and have always loved the water and this area. We are so glad we made the decision to move up here, we have loved it here and can't imagine ever moving back. We have a 10 month's old little girl and a little boy on the way. I want both of them to grow up in a great and safe community. For work, I make a good living as a regional manager for a large international company that does high-tech automation systems (computers, robots, etc.). The main reason I'm submitting my name is because of my children. I feel a greater responsibility now to take a bigger role in my community than sitting on the sidelines. I want to help make Discovery Bay the best place to live so my family and others can enjoy it. I know I can bring a lot of common sense and problem solving skills to the board. I appreciate your time and consideration.

Thank you,

Tony Rigoni

H: [REDACTED]
C: [REDACTED]



TOWN OF DISCOVERY BAY GSD
BOARD APPLICATION FORM

Name: Tony Rigoni

Phone: [REDACTED]

Address: [REDACTED]

Relevant Experience and/or Employment (attach a resume if relevant): ATTACHED

I have managed large diverse groups of people and projects

I have created budgets, P&L statements and negotiated corporate contracts

Why are you interested in our organization:

To become more involved in our community and to continue to shape Discovery Bay

into the best possible town for my children to grow up in.

To help secure Discovery Bay's financial future.

Area(s) of expertise/Contribution you feel you can make:

Budgeting, P&L statements, developing private/public sector partnerships, fundraising

general marketing, expert on any technology issues, economic forecasting, real estate trends and info,

Other volunteer commitments:

I have done fundraising in the past for several charitable organizations.

By joining the board, I hope to become more involved in our community and help volunteer for years to come.

* Must be at least 18 years old and a registered voter

* Must reside within District boundaries

Tony Rigoni

Discovery Bay CA 94505

Summary of Qualifications

- Proven problem solving track record, show me the problem and I will find a solution
- Entrepreneurial attitude, self-motivated, aggressive and quick learner who welcomes the unexpected
- Successful history of training, motivating, and leading sophisticated sales teams
- Proven track record in "High Tech Solution Selling" to engineers & management in a variety of industries

Professional Employed Experience

Beckhoff Automation, Discovery Bay, CA 2011-present

Regional Manager

Currently developing the California Region and educating customers on Beckhoff's next generation automation technology. Beckhoff is currently rapidly growing 30% per year to over \$600 million in 2011.

- Currently managing engineers and multiple projects
- Negotiated distributor and representative agreements to grow sales force
- Developing key factory partnerships with top ERP companies such as SAP & ORACLE
- Recognized for developing the most new customers in the US in 2011
- Working with leading colleges to train our next generation of engineers and operators
- Key safety guru for Beckhoff USA

Omron Scientific Technologies, Fremont, CA 2008-2011

Business Development Manager

Solo Business Development Manager for North America for \$50+ million division. Developed new markets and lead salesmen for strategic or large opportunities.

- Managed and supported entire sales channel for Omron STI, 16 direct salesmen, 78 distributors.
- Grew and managed government direct accounts (\$3 million per year) and associated agencies.
- Developed all market research, demos, sales materials, training and launch plans for new products.
- Managed all internal product specialists and application engineers.

Banner Engineering, Cupertino, CA, 2003-2008

Regional Sales Manager

Responsible for all business development and marketing efforts for California Region. This included all business units (sensors, safety, vision and wireless products).

- Managed and trained all sales representatives and distribution channels (30+ salesmen)
- Developed strategic sales strategies for region and increased our sales force channel by 40%
- Established and maintained presence in Fortune companies, over 600 customers
- Responsible for all site surveys, system layouts and implementation of wireless products
- Consistently grew territory year on year to over \$5 million

Automation Controls, Campbell, CA, 2001-2003

Senior Sales Engineer

Relocated to Northern California to help with sales growth. Territory coverage included all Bay Area and Pacific Northwest.

- Managed territories valuing over \$4 million and key corporate OBM accounts across western region
- Consistent top sales performer company-wide (1st or 2nd every month)
- Co-founded and lead the Value Added Services Division sales
- Hired and train new salesmen and application engineers

Automation Controls, Phoenix, AZ, 1999-2001

Sales Engineer

Started a new office for the Southwest region where I was responsible for Arizona and New Mexico. Grew sales from zero to over 3 million in 2 years.

Keyence Corporation, Phoenix, AZ, 1996-1999

District Sales Manager

Promoted from inside sales to district sales manager in less than 18 months. Sold sensor, P.L.C, measurement and vision system products to the industrial market. Managed Southwest office with 5 direct reports.

Self-Employed Experience

Rigoni Properties, Discovery Bay 2004-present

Broker / Owner

Currently licensed CA Realtor specializing in residential sales and property management.

Education

University of Southern California

Bachelor of Science in Business Administration (GPA 3.45 in major), May 1996
(Previously Aerospace Engineering)

Personal

Most of my time is currently spent enjoy activities with my family. I love all sports water related from boating, jet skiing, scuba diving and wakeboarding. I also enjoy camping, flying, skiing, playing softball, mountain biking and riding a Harley. I'm currently searching for opportunities to support and give back to my local community.

Callista Anderson

From: Rick Howard [rhoward@todb.ca.gov]
Sent: Thursday, February 23, 2012 4:48 PM
To: 'Callista Anderson'
Subject: FW: Toby Ronquillo called

TownOfDiscoveryBay CSD
Received
FEB 06 2012

Thank You,

Rick Howard
Town of Discovery Bay
A Community Services District
(O) 925-634-1131
(C) 925-784-5351
www.todb.ca.gov

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From: Joey Marie Tipton [mailto:jtipton@todb.ca.gov]
Sent: Monday, February 06, 2012 4:30 PM
To: Rick
Subject: Toby Ronquillo called

At 429pm

He was asking for what the qualifications are for the directors and people interested in the vacant seat.

[REDACTED]

Joey Marie Tipton

Town of Discovery Bay
A Community Services District
925.634.1131
todb.ca.gov

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TownOfDiscovery/Bay CSD
Received

FEB 17 2012

TOWN OF DISCOVERY BAY CSD
BOARD APPLICATION FORM

Name: Jonathan Silver

Phone: [Redacted]

Address: [Redacted]

Relevant Experience and/or Employment (attach a resume if relevant):

Have Run & Managed Multi Million Dollar operations
for the last 20 years.

Why are you interested in our organization:

I love our community and have the ability to work
as a team to improve the community we live in.

Area(s) of expertise/Contribution you feel you can make:

P + L Experience, Budgeting experience
Have Run for the board previously, growing over
900 votes. There are people in the community that support
& believe that I can improve where we live.

Other volunteer commitments:

* Must be at least 18 years old and a registered voter
* Must reside within District boundaries

Calista Anderson

From: Carol McCool [cmccool@todb.ca.gov]
Sent: Wednesday, March 07, 2012 12:21 PM
To: Calista Anderson
Subject: FW: Town of Discovery Bay CSD Board Vacancy

TownOfDiscoveryBay CSD
Received
MAR 06 2012

From: Jonathan Silver [mailto:]
Sent: Tuesday, March 06, 2012 11:59 AM
To: 'Rick Howard'
Subject: RE: Town of Discovery Bay CSD Board Vacancy

Rick Howard
Town of Discovery Bay
Discovery Bay, CA. 94505

Rick,

I would like to reiterate that I am interested in The Board vacancy that has presented itself. I would like to add some information to what you already have.

I graduated high school with top honors in 1977. After graduating I attended the University of Georgia with an interest in agricultural management.

I have worked in the commercial laundry industry for over 30 years. In my current position which I have been in for over 6 years I hold the title of Assistant General Manager. The operations generate over 7 million annually. In the time that I have been with my current employer we have always been on budget and have always attained budgeted profit numbers. I have direct line responsibility for the profit and loss report and am involved in the budgeting process every year. I believe these skills are a good fit as it relates to the current Board opening.

We employ over 100 people from all walks of life. I interact successfully daily with all of our employees. I believe that my great interpersonal skills also qualify me for the Board opening. I also deal and negotiate with 3 separate unions, and numerous City, State, and Federal agencies daily which I believe is a good fit for The Board. We have over 1000 Customers that I deal with. Each day is a different emergency or issue. Because of the ability that I possess in taking care of all types of issues and bring them to resolution, I believe that makes me a good fit for the Board.

Rick, as you are aware I have been involved in our Community's politics to an extent. I care deeply for my Community and this is where I have relocated my family to in order to provide them with what I consider the American Dream. I know most of the people that manage and govern our Community and I am aware of the issues and difficulties that we as a Town are facing. I believe that when you combine my business experience along with my desire to see improvements in our community and my awareness of the issues we are facing that I would be an asset to The Board not only in the short term but if elected in the long term as well.

If you have any questions give me a call at [redacted]

Jonathan Silver

MAR 05 2012



TOWN OF DISCOVERY BAY CSD
BOARD APPLICATION FORM

Name: Dlane Stewart

Phone: [REDACTED]

Address: [REDACTED]

Relevant Experience and/or Employment (attach a resume if relevant):

See resume attached

Why are you interested in our organization:

I'm interested in your organization because I want to be vested in Discovery Bay. It's a beautiful place to live and safe community to raise children. I want to be an integral part of its continued growth and development. I'm excited about its prospects to have a local high school in the community and I would like to see major retail move in as well. It's a quaint community and can become a nostalgic location for tourists and boaters to visit.

Area(s) of expertise/Contribution you feel you can make:

My area of expertise is in finance management and budgets. I have a background in Political Science and I'm an expert at research on the Internet. I've organized and planned events both for personal use and fundraising and when put in a leadership position I take charge, organize, delegate and get the job done.

Other volunteer commitments:

Volunteered for 2011 Parade of Lights. Won a ribbon for Discovery Play School. I took over the lead role to get our project the Polar Express realized after our original lead had to bow out due to illness.

* Must be at least 18 years old and a registered voter

* Must reside within District boundaries

LETTER OF INTEREST

~~My name is Diane Stewart and I'm interested in being on the Town of Discovery Bay CSD Board~~
because it has always been my goal to be in politics. I studied Political Science at UCLA and have been looking for an opportunity to serve in government. I first learned about the Town of Discovery Bay in 2004 and was able to relocate here in 2009. It's been an opportunity of a lifetime and as I continue to develop a life here with my 3 year old son I continue to become more and more involved with the community. My son is currently enrolled in the Discovery Play School at Discovery Bay Elementary and this has offered me the opportunity to get involved. I participated in this past Parade of Lights competition. When our project leader had to vacate her role due to illness I stepped up to take the lead on the project which led to our organization winning a ribbon for best participation and we had one of the best floats. I'm very proud of the confidence that the principle, teachers and parents have in me to lead, organize and turn out a professional product. I've become friends with many parents in the community also because of my son's involvement with sports. And I frequently reinvest in the community by purchasing many goods such as groceries and gas within the area.

DIANE STEWART

OBJECTIVE

20+ years of experience in the bookkeeping and accounting industry. For the past seven years I've been operating as an independent bookkeeper providing small to mid-size companies in the service and manufacturing industries with fast efficient bookkeeping service utilizing my knowledge of accounting and tax regulations. My service is as a full-charge bookkeeper processing all aspects of maintaining financial recordkeeping from: the day to day entry of vendor and customer invoices, payments and receipts; reconciliation of bank accounts and credit card statements; payroll duties; month and year end close procedures; 1099 maintenance and processing; budgets and statistical analysis; preparation of yearly tax returns for distribution to company CPA's; submission of Sales Tax reports and maintenance of Sales Tax records; audits; creating and implementing efficient and pragmatic business processes; and report generation.

I have a home office to be able to provide my service via telecommuting. I have worked extensively via the internet mediums, as well as I provide on-site service for clients. I'm comfortable working with Start-ups and established companies. I clean up existing accounting systems, building accounting systems from scratch, and change accounting systems from one software to another. I am extremely detail oriented, self-motivated and can communicate effectively with executive staff, managers and CPA's.

INDUSTRY QUALIFICATIONS

Accounting:

Accounts Payable, Accounts Receivable, General Ledger entries, Bank Reconciliation, Account Reconciliation, Month End close, Quarter and Year End Close, Payroll, Sales Reconciliation, Cost Accounting, Inventory, Fixed Assets, Depreciation, Financial Reports, Customer Invoicing, Expense Reports, 1099 Processing and Professional Audit support.

Accounting and Payroll Software:

QuickBooks, PeachTree, ADP Payroll, Paychex Payroll, QuickBooks Payroll, Axium Protrax and Expandable.

Administration:

Microsoft Word, Microsoft Excel, Microsoft Access, 10-key by touch, HTML, Website Design, Internet Search Engines, Problem Solving, Business Development, Strategic Planning, Project Development, Project Management, Scheduling, and Training.

PROFESSIONAL EXPERIENCE

ACCOUNTING CONSULTANT:

Revive Dental & Spa
Dental and Spa Company

Accounting Software: Quickbooks

February '12 -- Present

Payroll Service: Paychex

Correct 2010 and 2011 books for tax preparation. Perform month-end close procedures. Establish a cash flow spreadsheet reporting on dental company, real estate investments and personal accounts. Analyze monthly entries for accuracy.

outside accountant. Generate annual 1099s. All work for this assignment is performed through telecommuting.

Pet Food Depot
Pet Food Store

November '05 – Present

Accounting Software: PeachTree

Payroll Service: ADP

Brought Accounting system up-to-date, in minimal time, including a year's worth of bank reconciliations, correct general journal entries for Payroll and adjusting journal entries from Accountant. Trained Office Manager on Payroll entries and correct daily entries for A/P and A/R. Perform monthly bank reconciliation, input general journal entries for month-end close procedures and run monthly Financial Statements. Process end of the year Financial Reports for the Accountant.

ACCOUNTTEMPS

Temp. Service Assignments:

WesTel

August '08 -- October '08

Accounting Software:

PeachTree

Payroll Service:

Perform Quarterly Bank and Credit Card Reconciliations.

Aguity, Inc.

May '08 -- September '08

Technology Company

Accounting Software:

Quickbooks

Payroll Service: Paychex

Set up accounting system in Quickbooks from prior years' manual data. Enter accounts payables and prepare checks for payment. Enter accounts receivable sales information and process payments. Perform month end closing procedures such as entering payroll, expense reports, bank reconciliation, and adjusting journal entries prepared by outside accountant.

Conquer Industries

September '05 – August '10

Wet Process & Industrial Equip. Wholesaler

Accounting Software: Peach Tree

Payroll Service: Paychex

Cleaned up company books on Peach Tree to manage two inventory based wholesale equipment companies. Enter weekly A/P bills and process payments. Enter A/R payments. Create billing invoices from Sales Orders and Purchase Orders so that the inventory records are properly maintained. Enter bi-weekly payroll into the accounting system via a Journal entry. Prepare weekly Cash Flow worksheet for weekly spending analysis. Perform monthly bank reconciliation, input general journal entries for month-end close procedures and run monthly Financial Statements. Process end of the year 1099's.

B-Line Marketing
Internet Marketing

August '07 – August '10

Accounting Software:

Quickbooks

Payroll Service:

Enter monthly Accounts Payable transactions. Perform month end bank reconciliation and credit card statement reconciliations. Prepare yearly business renewal reports. Enter deposits.

Carola Soffer Design
Staging and Interior Design Firm

September '05 -- August '06

Accounting Software: Quickbooks

Payroll Service: ADP

Setup QuickBooks to manage two inventory based service companies. Enter weekly A/P bills. Enter A/R payments and prepare bank deposits. Create billing invoices based on staging fees and inventory assigned to jobs. Process bi-weekly payroll on ADP and for independent contractors. Prepare weekly Cash Flow worksheet for weekly spending analysis. Perform monthly bank reconciliation, input general journal entries for month-end close procedures and run monthly Financial Statements. Process end of the year 1099's and W-2's.

VGI Venturestar Group, Inc.
Real Estate Mortgage

August '05 -- June '06

Accounting Software: Quickbooks

Payroll Service: EChex

Enter monthly A/P bills, A/R payments from bank deposits, Payroll and Credit Card Statements. Prepare weekly Cash Flow worksheet for weekly spending analysis and email to owner. Perform monthly bank reconciliation, input general journal entries for month-end close procedures and run monthly Financial Statements. Process end of the year 1099's and Financials for the Accountant.

Bottom & Duvivier
Architecture & Interior Design Firm

February '04 -- June '05

Accounting Software: Axium Profrax

Payroll Service: ADP

Enter weekly A/P bills. Distribute billing workflow reports to Project Managers and set-up billing invoices. Run A/P aging report for Vico President to choose weekly bills to be paid. Prepare sales and cash reports for cash flow budgeting. Process bi-weekly payroll on ADP. Perform monthly bank reconciliation and input general journal entries before closing the monthly books and running the Financial Statements.

EDUCATION

UNIVERSITY OF CALIFORNIA AT LOS ANGELES (UCLA '86 - '90): Political Science and Business and Administration (Intermediate and Advanced Accounting Courses).

SPECIALIZED EDUCATION

UC BERKELEY EXTENSION -- Cost Accounting ('01)

STATE OF CALIFORNIA, Office of Consumer Affairs ('94): Licensed Tax Preparer

H&R BLOCK ('94): Certificate in Tax Accounting

HANDS-ON FIELD EXPERIENCE: Over twelve years with accounting and administrative assistance (comprehensive).



TOWN OF DISCOVERY BAY CSD
BOARD APPLICATION FORM

Name: Frank J. Vislntn

Phone: [REDACTED]

Address: [REDACTED]

Relevant Experience and/or Employment (attach a resume if relevant):

Extensive experience in business process improvement, re-engineering systems and operations, creating new products, developing business requirements, implementing best practices procedures, strategic planning, and team building.

Why are you interested in our organization:

We have watched Discovery Bay's progression, having lived here since 1989. With more time now, I would like to offer my skills in assisting our town with obtaining and maintaining the best and most cost-effective services available.

Area(s) of expertise/Contribution you feel you can make:

Analytical skills; tenacity and perseverance; ability to adapt and learn things quickly.

Other volunteer commitments:

Discovery Bay Property Owners' Awareness Coalition (DBPOAC)

- * Must be at least 18 years old and a registered voter
- * Must reside within District boundaries

Frank J. Visintin



Professional Summary & Experience

Business process improvement expert in domestic, international, public and private sectors. Experience re-engineering systems and operations, creating new products, developing business requirements, implementing best-practices procedures, strategic planning, and team building. Business process issues turned around in 90 days; project savings pay project costs; expenses reduced; compliance enhanced.

Virtual Process Design: 1996-Present
President and CEO

Consulting engagements managing enterprise-wide streamlining of systems and operations.

California Department of Motor Vehicles - Sacramento: 2011

Business Process Change Lead Engagement

Streamlined and automated the service request process for change management. Documented existing as-is process. Designed the to-be process. Prepared procedures for writing business requirements and business rules.

Wells Fargo & Company - San Francisco: 2008-2011

Controller's Division (Master Services Agreement Engagement)

Conducted User Acceptance Testing (UAT) for Wachovia Bank and Wells Fargo Bank merger. Trained Wells Fargo general ledger staff on Wachovia systems. Rectified balance sheet variances over \$50 million. Streamlined workflow.

Union Bank of California - San Francisco: 2007-2008

Banking Compliance Consultant Engagement

Reviewed, user tested, and validated all Bank Secrecy Act/Anti-Money Laundering (BSA/AML) compliance reports developed for the Board and the Office of the Comptroller of the Currency (OCC). Designed and implemented necessary compliance report changes. Prepared and maintained monthly BSA/AML compliance reports. Provided assistance with mainframe, Oracle and Sequel Server downloads. Prepared ad hoc reports for Board and OCC.

Wells Fargo & Company - San Francisco: 2006-2007

Global Correspondent Banking (Master Services Agreement Engagement)

Flowcharted international and domestic global correspondent banking processes. Documented processing differences and recommended efficient alternatives. Prepared and presented a needs assessment for becoming a paperless office to Senior Management. Identified \$3 million annual savings.

Wells Fargo & Company - San Francisco: 2005-2006

International Group (Master Services Agreement Engagement)

Reviewed regulatory reporting requirements. Established Microsoft Access database to monitor all reporting. Enhanced the reporting process.

Wells Fargo & Company - Walnut Creek: 2004-2005

Wells Fargo Financial (Master Services Agreement Engagement)

Streamlined the general ledger account reconciliation process. Eliminated over 15,000 pieces of paper processed daily.

Wells Fargo & Company - San Francisco/Minneapolis: 2003-2004

Payment Strategies Group (Master Services Agreement Engagement)

Provided general ledger data and training to populate a new data warehouse.

Presented payment instrument activity of high value customers for product strategy and marketing.

Wells Fargo & Company - San Francisco/Tempe/Phoenix: 2002-2003

Wells Fargo Services Company (Master Services Agreement Engagement)

Designed, planned and implemented a pilot company-wide general ledger monitoring, warning, and lost opportunity web-based system. Saved over \$6 million through process improvements from the first 5% of general ledger accounts analyzed.

Wells Fargo & Company - San Francisco: 2001-2002

Human Resources Division (Master Services Agreement Engagement)

Audited the executive and employee deferred compensation programs and employee benefit demand deposit accounts (Medical, Dental, Vision, Short/Long Term, and Retiree). Closed unnecessary accounts resulting in the reallocation of millions of dollars. Identified and resolved two fraud cases. Documented the general ledger flow of funds and provided an audit trail for prior 10 years of activity across mergers.

Wells Fargo & Company - San Francisco: 1998-2001

Controller's Division (Master Services Agreement Engagement)

Managed the Variance Analysis Team. Streamlined workflows, increased workload, eliminated overtime, and maintained staffing level. Managed the recovery of over \$6 million in unclaimed property. Closed over 6,000 internal demand deposit accounts, and identified over \$20 million for reallocation. Improved the Reserve Link process saving \$5.9 million annually. Corrected merger-related general ledger posting problems and reduced open items between Norwest Bank, Wells Fargo Bank and the Federal Reserve. Presented best practices methodology for seven check capture sites in six states. Improved loan payment processing, ATM deposit processing, and loss processing.

Wells Fargo & Company - San Francisco: 1996-1998

Business Banking Group (Master Services Agreement Engagement)

Merged business banking products for the First Interstate Bank and Wells Fargo Bank merger. Prepared conversion plans and marketing materials for thirteen states. Recommended products and systems to retain. Converted 453,000 First Interstate Bank business accounts to Wells Fargo Bank business accounts. Resolved system and operational issues directly with customers.

**BankAmerica Corporation - San Francisco/Concord/Caracas, Venezuela: Pre 1996
Vice President**

Managed successful turnaround efforts in large operating divisions: Bankcard, Travelers Check, Trust, Private Banking, Personnel, Bank Investments and Securities, Global Payments, Systems Engineering, Item Processing, Loan Centers, Lockbox, Direct Deposit, Trade Finance, Cash Management, Electronic Payments and Branch Operations. Resulted in streamlined operations, reduced staff and expenses, and improved time to market.

Directed build out of over one million square feet of office space. Designed premises and work flow. Planned system hardware and software, voice and data networks. Expedited set up time for new branches, consolidations and relocations.

Simplified health claims processing. Eliminated backlogs of 40,000 medical claims and open enrollment applications (turnaround time reduced from 1 to 2 months to 2 to 3 days). Eliminated 95% of State Disability Insurance (SDI) adjustments. Reduced staff 15 percent.

Automated and redesigned enterprise-wide suggestion program. Implemented and managed "Ideas in Action." Suggestion volume increased from 10 to 60 suggestions per day. Reduced staff 50 percent.

Redesigned enterprise-wide service award program. Improved employee satisfaction. Reduced vendor cost \$300,000 annually. Reduced staff 50 percent.

Established two Career Resource Centers for 5,000 redeployed personnel. Fully operational within 90 days.

Streamlined the External Executive Education program and the Succession Planning process for top 200 BankAmerica Corporation positions and replacements. Strengthened the ability of both programs to prepare executives and succession plan.

Designed the operation for the sale of domestic and International Money Orders and Official Checks through financial institutions nationwide. Finalized within 90 days.

Implemented the U.S. Foreign Currency Account product, Corporate Deposit, Demand Deposit, Saving and Time Deposit products. Improved product marketability, profitability, time-to-market, and customer satisfaction.

Coordinated system-related due diligence reports for Security Pacific Bank merger. Commended by the OCC for final consolidated document and effort. Consolidated and closed Security Pacific Bank Private Banking offices.

Initiated a management program for staff analysis and projection at BankAmerica Check Corporation. Enhanced balancing and forecasting required staff.

Prepared data center disaster recovery procedures.

Redesigned and relocated 400-person Trust Department and associated furniture and equipment.

Implemented alternative work arrangements (flextime, job sharing, compressed workweek, and telecommuting) in San Francisco business units. Coordinated with San Francisco Mayor Feinstein (now Californian Senator).

Set up Methods Research Department in Caracas, Venezuela. Business process improvement methodology utilized across South America.

United States Air Force: Pre 1996

Hospital Administration

Managed both inpatient and outpatient records for a 400-bed hospital.

Professional & Technical Skills

Workflow, Organization, and Premise Design; Business Process Modeling (multicolumn flowcharting); Forensic Analysis; Metric Measurement; Project Management; Product Development and Management; Market Research; Audit; Compliance; Risk Management; Training; Loan and Deposit Processing; General Ledger Accounting; Branch and Electronic Banking (all channels end-to-end); Bank Secrecy Act/Anti-Money Laundering (AML/BSA); Basel I/II/III; Microsoft Office; Oracle Open Office; Ubuntu (Linux operating system); Open Database Connectivity (ODBC); Remedy; Requisite Pro; Information Technology Service Management (ITSM); Information Technology Infrastructure Library (ITIL); System/Software Development Life Cycle (SDLC); User Acceptance Testing (UAT); HOGAN; Essbase; Hyperion; BRIO

Education

Bachelor of Science - Business Administration - California State University Sacramento

Publications

American Banker - *Technology Exists Now to End Check Handling*
The Journal of the Quality Assurance Institute - *Reengineering is Free*
The Journal of the Quality Assurance Institute - *Raiding the Lost Arts*

Guest Speaker

International Human Resource Information Management conference - *A No Frills Approach to Staff Control*

Affiliations

National Association of Suggestion Systems. Former President -- San Francisco Bay Area Chapter

Tau Kappa Epsilon Fraternity - Alumni Member

NO BACK UP
DOCUMENTATION
FOR THIS AGENDA
ITEM # L



County Supervisor Mary Nejedly Piepho, District III
CONTRA COSTA COUNTY BOARD OF SUPERVISORS

Town of Discovery Bay CSD
Received

MAR 26 2012
3/27 E-mail to Board
CJM

COMMITTEES

Internal Operations Committee

Debris Protection Commission

Transportation, Water &
Infrastructure Committee

Tri Valley Transportation
Committee

Local Agency Formation
Commission

Central Contra Costa
Solid Waste Authority

Airport Committee

Association of Bay Area
Governments

Contra Costa Regional Medical
Center Joint Services Committee

Dougherty Valley Oversight
Committee

South West Area Transportation

March 15, 2012

Chris Steele, President
Town of Discovery Bay CSD
1800 Willow Lake Road
Discovery Bay, CA 94505

Dear President *Chris Steele* and Members,

Please find here within a memo and proposed draft update for the County's Parking Ordinance from the Contra Costa County Department of Conservation and Development.

Staff, in the Department of Conservation and Development, have requested that the Board of Supervisors share the draft changes with their MAC/TACs and CSDs for any comments regarding the proposed changes.

It is my request that your board review the enclosed material and provide any comments to the Department of Conservation and Development by Friday, April 27, 2012.

Please feel free to contact my office at (925) 240-7260 if I can provide any assistance regarding this or any future matter.

As always, it is an honor to work with you in service to the residents of Discovery Bay.

Sincerely,

MARY NEJEDLY PIEPHO
County Supervisor, District III

*Thank you!
CJM*



CONTRA COSTA COUNTY
DEPARTMENT OF CONSERVATION & DEVELOPMENT
30 Muir Road - 2nd Floor
Martinez, CA 94553
Telephone: 925-674-7832 Fax: 925-674-7258

TO: Terrance Cheung – District I Chief of Staff
Steve Dexter – District II Chief of Staff
Karen Basting – District III Chief of Staff
Cliff Glickman – District IV Chief of Staff
David Fraser – District V Chief of Staff

FROM: Steven L. Goetz, Deputy Director – Redevelopment, Conservation & Transportation Programs
By: Jamar Stamps, Planner 

DATE: March 8, 2012

SUBJECT: Draft Updated Parking Ordinance

Through funding from the Energy Efficiency Community Block Grant Program, the Transportation Planning (TP) Section has been working on updating the County Parking Ordinance (Chapter 82-16). The County Parking Ordinance has not been updated since it was adopted in the 1960's. We have incorporated a variety of updates and changes that are consistent with other municipal and county parking codes and general best practices, as well as deleted certain provisions. Staff will provide calculations on the energy savings that each of these changes will produce. This information will be provided in future staff reports.

The updates to this ordinance are substantial, and a summary of those updates are included in this memo. The most prominent changes/additions to the ordinance include:

- Design and Layout Standards
- Parking Space Dimensions
- Tandem Parking/Shared Parking
- Tree Shading
- Electric Vehicle Provision and "Green" Parking Facilities
- Number of Spaces Required/Use-Based Requirements
- Commuter Benefits
- Bicycle Parking

We are requesting your Board appointed advisory bodies (MACs, TAC) and Community Service Districts (if applicable) review the draft updated parking ordinance during at least one of their upcoming regular meetings and provide comments by no later than Friday, April 27, 2012. If

your District staffs also would like to provide comments, please do so but be mindful of the deadline. Their review is critical in the development of a revised ordinance that not only saves energy, but is feasible to implement.

There are two versions of the ordinance attached; the original/existing ordinance and the draft updated ordinance with deleted or relocated text indicated by ~~strikethrough~~, and new text shown in underline italics. Written comments may be provided via email at jamar.stamps@dcd,ccccounty.us or mailed to the address provided in the header of this memo (attn: Jamar Stamps). Comments may also be provided directly on any (or all) of the attachments provided and returned to me. A digital Word Document version can be provided if that will assist in your review. It would be ideal to receive your respective advisory body's comments directly through your District office.

att: County Ordinance: (1) Original, (1) Updated

cc: Luz Gomez, District I
Lauri Byers, District II
Lea Castleberry, District III
Laura Case, District IV
Ed Dlokno, District V

AN ORDINANCE RELATING TO THE KEEPING OF ROOSTERS

The Solano County Board of Supervisors ordains as follows:

Section 1.

Chapter 4.1, sections 4.100 through 4.140, is added to the Solano County Code to read as follows:

§ 4.100 Purpose.

The intent of this chapter is to limit the number of roosters that may be kept on a single parcel, to eliminate the potential for a public nuisance; illegal cockfighting and the raising of birds to be used for cockfighting and for the protection of the health and safety of the residents of Solano County.

§ 4.110 Definitions.

The following terms are defined for purposes of this chapter:

(a) Rooster means any male chicken who is:

- (1) Six months or older; or
- (2) Has full adult plumage; or
- (3) Capable of crowing.

(b) Law enforcement officer means the Sheriff or any person authorized to act on his or her behalf in the enforcement of this chapter.

(c) Public officer means the Agricultural Commissioner or any person authorized to act on his or her behalf in the enforcement of this chapter and the Animal Care Manager or any person authorized to act on behalf of Animal Care Services in the enforcement of this chapter.

§ 4.120 Rooster keeping.

(a) No person shall keep, maintain or harbor five or more roosters on any property within unincorporated Solano County. This section shall not apply to commercial poultry ranches whose primary commodity is the production of eggs or meat for sale as permitted by the County, public or private schools as registered with the California Department of Education, FFA or 4-H sponsored projects, or to legitimate poultry hobbyists as approved by the Agricultural Commissioner or any person authorized to act on his or her behalf.

(b) The limit imposed under subdivision (a) is suspended until September 1, 2011, to allow a property owner and any person occupying or leasing the property or the property of another reasonable time to reduce the number of roosters kept on their property.

Attachment A

(c) Each individual bird beyond the five rooster limitation constitutes a separate violation.

(d) Rooster enclosures shall have a minimum set back from adjacent residences of 50 feet.

(e) Nothing in the foregoing is to be construed as approving the keeping of any poultry in contravention of any statute, zoning ordinance, or other law.

(f) At all times, roosters shall be provided:

(1) Access to water and shelter from the elements (rain, wind, direct sun, etc.); and

(2) Sufficient room to spread both wings fully and to be able to turn in a complete circle without any impediment and without touching the side of an enclosure; and

(4) Clean and sanitary premises that are kept in good repair.

§ 4.130 Tethering prohibited.

Notwithstanding any other provision of law, no person shall maintain any rooster by means of a tether attached to an object. Each individual bird so tethered constitutes a separate violation.

§ 4.140 Violations and penalties.

(a) Any law enforcement officer or public officer may issue a Notice to Appear Citation to the property owner and any person occupying or leasing the property or premises of another for violation of this chapter.

(b) A property owner and any person occupying or leasing the property or premises of another, who violates any provision of this chapter is guilty of an infraction. Each day, or any portion, a violation exists may be a new and separate offense. The first three violations on the same property within one year may be considered infractions and may be punished as follows:

(1) For conviction of the first citation, a fine of up to one hundred (\$100.00) dollars for each violation, plus any additional penalties assessed by the court;

(2) For conviction of the second citation, a fine of up to two hundred (\$200.00) dollars for each violation, plus any additional penalties assessed by the court;

(3) For conviction of the third citation, a fine of up to five hundred (\$500.00) dollars for each violation, plus any additional penalties assessed by the court.
[Government Code section 25132.]

(c) If the number of convictions of this chapter on the same property exceeds three, the property owner and any person occupying or leasing the property or premises of another is guilty of a misdemeanor and may be punished as follows:

- (1) By a fine of not more than five hundred (\$500.00) dollars;
- (2) By imprisonment in the County Jail for a term of not more than six (6) months; or
- (3) By both such fine and imprisonment.

(d) Notwithstanding subdivisions (a), (b) and (c), the District Attorney may file a misdemeanor for any violation of this chapter. In addition, the County Counsel may seek any legal or equitable relief as permitted under law.

Section 2.

This ordinance shall take effect 30 days after its adoption.

Section 3.

A summary of this ordinance will be published within 15 days after its adoption in the Fairfield Daily Republic, a newspaper of general circulation in Solano County.

Passed and adopted by the Solano County Board of Supervisors at its regular meeting on _____ by the following vote:

AYES: SUPERVISORS

NOES: SUPERVISORS

EXCUSED: SUPERVISORS

Michael J. Reagan, Chair
Solano County Board of Supervisors

ATTEST:
Birgitta E. Corsello, Clerk
Board of Supervisors

By: _____
Patricia J. Crittenden, Chief Deputy Clerk

Ordinance No. 2011- _____

Introduced:

Adopted:

Effective:

***Italicised/underlined areas represent new text

Chapter 82-16 - OFF-STREET PARKING*

Sections:

* For off-street parking provisions for specific land use districts, see Chapters 84-6 ff., this code.

82-16.002 - Generally.

82-16.004 - Application to existing land uses.

82-16.006 - Fractional parking space.

82-16.008 - Mixed uses.

82-16.010 - Location.

82-16.012 - Design and layout.

82-16.014 - Maintenance and operation.

82-16.016 - ~~Common parking facility~~ *Shared parking.*

82-16.018 - Number of required spaces.

82-16.020 - Requirements in nonbusiness areas.

82-16.022 - Loading spaces.

82-16.### - Bicycle Parking

~~82-16.### - Commuter Benefits~~ *(will be added to Chapter 82-32 - Transportation Demand Management)*

82-16.### - Transportation Demand Management (TDM) Program

82-16.024 - Variances.

82-16.002 - Generally.

It is the intent of this code that all land uses shall be provided with sufficient space located off-street for the parking of vehicles to meet the needs of persons employed at or making use of such land uses, as well as provide policies to encourage use of alternative modes of transportation for the purpose of reducing vehicle miles traveled, and vehicle emissions. No application for a building permit for the erection of a new structure or for the enlargement of an existing structure, or for the development of a land use, shall be approved unless it includes off-street parking facilities as required by this code. The provisions of this code shall not supercede off-street parking requirements established in Division 84.

(Ord. 2031 § 1 (part), 1966; prior code § 8119 (part): Ord. 1027).

82-16.004 - Application to existing land uses.

Land uses in existence (i.e., occupied by a structure) ~~December 23, 1966,~~ (Insert new ordinance effective date), or for which building permits have been approved, shall not be subject to the requirements of this chapter, provided that any off-street parking facilities now required or serving such land uses shall not, in the future, be reduced below these requirements.

(Ord. 2031 § 1(a), 1966; prior code § 8119(a): Ord. 1027).

82-16.006 - Fractional parking space.

Where the computation of required off-street parking spaces results in a fractional number, only the fraction of one-half or more shall be counted as one.

(Ord. 2031 § 1(b), 1966: prior code § 8119(b): Ord. 1027).

82-16.008 - Mixed uses.

Where property is occupied or intended to be occupied by two or more establishments falling into different classes of uses, the off-street parking required shall be the sum of the requirements for the various individual establishments, computed separately; off-street parking provided for one use shall not be considered as being provided for any other use. (Ord. 2031 § 1(c), 1966: prior code § 8119(c): Ord. 1027).

82-16.010 - Location.

Required off-street parking shall normally be provided on the same lot or premises as the main use it serves. Where this is impractical, the ~~board of adjustment~~ County Zoning Administrator may, by land use permit, authorize provision for parking on any parcel in the same ownership located within two hundred feet of the lot containing the main use.

(Ord. 2031 § 1(d), 1966: prior code § 8119(d): Ord. 1027).

82-16.012 - Design and layout.

Off-street parking areas shall be designed in such a manner as to conform to the following regulations, subject to review and approval by the zoning administrator:

- (1) Dimensions of the required off-street parking spaces and driveways shall have minimums as per the following table:

Angle of Parking Degrees	Stall Width	Curb Length	Stall Depth	Driveway Width
0	98 ft. 06 in.	2322 ft. 06 in.	98 ft. 06 in.	4211 ft. 06 in.
20	98 ft. 06 in.	2625 ft. 410 in.	1514 ft. 06 in.	4410 ft. 06 in.
30	98 ft. 06 in.	4317 ft. 06 in.	1716 ft. 410 in.	4410 ft. 06 in.
40	98 ft. 06 in.	4413 ft. 06 in.	1918 ft. 28 in.	4211 ft. 06 in.
45	98 ft. 06 in.	4212 ft. 93 in.	1919 ft. 104 in.	4312 ft. 06 in.
50	98 ft. 06 in.	4411 ft. 93 in.	2019 ft. 511 in.	4211 ft. 06 in.
60	98 ft. 06 in.	409 ft. 511 in.	2420 ft. 06 in.	4317 ft. 06 in.
70	98 ft. 06 in.	99 ft. 82 in.	2420 ft. 06 in.	4918 ft. 06 in.
80	98 ft. 06 in.	98 ft. 28 in.	2019 ft. 410 in.	2625 ft. 06 in.
90	98 ft. 06 in.	98 ft. 06 in.	4918 ft. 06 in.	2827 ft. 06 in.

- (2) All off-street parking facilities shall be designed with appropriate maneuvering areas and means of vehicular access to the main and auxiliary streets. Where the parking area does not abut on a street, there shall be provided an access drive not less than twelve feet in width in the case of one-way traffic, and not less than twenty feet in width in all other cases, leading to the parking area in such a manner as to secure the most appropriate development of the property in question.

(3) Required off-street parking areas shall be surfaced with an asphaltic or Portland cement binder pavement, or similar material so as to provide a durable and dustless surface, and shall be so graded and drained as to prevent the ponding of water. Upon review and approval of the Zoning Administrator, the use of pervious pavement or other related paving systems and materials on parking areas and walkways/paths accessing parking areas may be used if use of such material does not conflict with the access requirements of the County Fire Protection District.

(4) Parking areas shall not be used for automobile sales, storage, repair work, dismantling or servicing of any kind.

(5) A planter or landscaped strip at least four feet in width shall be provided adjacent to street rights-of-way. Dead corners and other waste areas shall be landscaped to provide a visual break in the paved area. Parking areas of more than five parking spaces shall provide, in addition to the required parking area, an area equal to not less than five six percent of the total parking area devoted to landscaping.

Within this planter or landscaped strip, an automatic irrigation system shall be installed to maximize water conservation in accordance with County Code Chapter 82-26.

Planting area shall be continuously maintained to ensure they remain reasonably free of debris, weeds and litter. Planting areas shall also maintain good growing condition by fertilizing and regular watering.

~~Such a~~ Landscaped strips or planters shall be provided to create the necessary visual and physical break between the pedestrian traffic utilizing the sidewalks along the streets and the vehicular traffic in the parking area, and by this means, substantially reduce the traffic hazard to the pedestrian.

Where a parking lot is designed so that cars overhang low landscaping on the same property as the parking lot, the stall depth for a standard-sized car may be reduced by 2 feet; a compact space may be reduced by 1 ½ feet. Walkways shall not be obstructed by vegetation/landscaping. Where vehicles will be permitted to overhang, pedestrian paths must maintain at least a 5-foot unobstructed width. A barrier curb or wheel stop at least six inches in height shall be provided adjacent to landscaping, buildings, and other areas to prevent damage to these facilities by the vehicles utilizing the parking areas.

(6) Parking spaces shall be marked or maintained on the pavement and any other directional marking or signs shall be installed as permitted or required by the zoning administrator, to insure the maximum utilization of space, sufficient traffic flow, and general safety.

(7) Lighting, if provided, shall be directed downward and away from residential areas and public streets so as not to produce a glare, or excessive light spill-over, as seen from such areas, in order to insure the general safety of other vehicular traffic and the privacy and well-being of the residential areas, and the lighting intensity shall be no greater than reasonably required to light the parking area.

Lighting fixtures shall also be equipped with energy efficient bulbs to the extent possible. Lighting fixtures shall be consistently maintained so that broken or burnt-out bulbs are replaced, fixtures remain graffiti and rust free, and painted fixtures are not chipping or peeling.

(8) Access to public parking areas and curb cuts for driveways shall be so located as to insure an efficient and safe traffic flow into the parking areas and along the public streets.

~~(9) Parking areas shall be designed so that vehicular parking does not overhang sidewalks, planters or landscaped strips. Within any of the commercial, industrial and multiple family residential zones, parking areas shall be designed so that vehicles are not permitted to back out of the parking areas on to streets.~~

~~(10) Within any of the commercial, industrial and multiple family residential zones, parking areas shall be designed so that vehicles are not permitted to back out of the parking areas on to streets. A six feet high, solid fence, masonry wall of acceptable design and vegetative covering, or sufficient landscape buffer shall be provided along the edge(s) of any public parking areas adjacent to residentially zoned property to protect these residential properties from the interruption and nuisances of the vehicles using the parking areas.~~

~~(11) A six feet high, solid fence, or masonry wall of acceptable design, shall be provided along the edge(s) of any public parking areas adjacent to residentially zoned property to protect these residential properties from the interruption and nuisances of the vehicles using the parking areas. No off-street parking space requirement under this Ordinance may be satisfied by a tandem off-street space, unless approved by the County Zoning Administrator.~~

~~(12) A barrier curb or wheel stop at least six inches in height shall be provided adjacent to landscaping, buildings, and other areas to prevent damage to these facilities by the vehicles utilizing the parking areas. Two-car tandem parking spaces may be allowed when the following conditions occur:~~

~~(A) Single-Family Residential: Tandem parking must meet minimum setback requirements. Under no circumstances shall tandem parking spaces block, or allow overhang into walkways, or other pedestrian access areas.~~

~~(B) Multiple-Family Residential: Tandem parking spaces may be authorized when spaces are assigned to the same dwelling unit, are enclosed within a garage and when the following conditions occur; 1) the residential project site is located within 1,000 feet of transit service that runs no less than 7-days a week, 2) no more than 50 percent of the residential units are provided tandem spaces; 3) tandem spaces are situated so as to not create vehicular movement and safety conflicts; and 4) the garage allows conventional ingress and egress, i.e. vehicles should not back out into alleys, driveways, streets, etc.~~

~~(C) Commercial/Retail: Tandem parking spaces may only be authorized when valet services are provided for the land use utilizing the tandem parking during all hours of operation.~~

~~(13) Parking Lot Tree Shading Requirements: Parking lots shall provide tree shade coverage of no less than a 3:1 ratio (i.e. for every 3 square feet of parking lot pavement, there must be 1 square foot of shade covering) of the total paved parking surface area within 15 years (including all pedestrian walkways/paths, driveways, islands/peninsulas, and other such uncovered or impervious surface areas associated with the parking lot) when the following conditions apply:~~

~~(A) Parking lot is newly constructed and creates one-half acre (21,780 square feet) or more of paved parking surface area, or;~~

(B) Repavement/replacement of one acre (43,560 square feet) or more of the parking lot surface that was previously existing, and the development was not subject to the provisions of this ordinance, and;

(C) The project requires the approval of a Land Use Permit or Development Plan.

The project sponsor shall provide a tree shading plan for the proposed parking lot area(s). The tree shading plan shall include:

(D) Full site plan showing proposed development and paved parking areas;

(E) Location of planned tree plantings, with a schedule of tree species indicating their specific location on the plan, and estimated diameter of tree canopies after 15 years of growth;

(F) Calculation of total shade coverage versus total paved parking surface area expressed in square footage and percent coverage after 5 years, and 15 years of growth (time intervals may adjust based on species of tree). Man made structures/buildings providing shade covering – other than solar panels/array that provide sufficient clearance for vehicle parking underneath (12 to 20 feet) – should be excluded.;

(i) Trees planted along the perimeter/property line of a lot may be counted as providing shade for the full area of their canopy.

(ii) Shaded areas shall be assumed to be only those portions of paved parking lot directly beneath the tree dripline.

(iii) Overlapping canopies shall be clearly distinguished on plans with the area of the overlap calculated. Where tree canopies overlap, the shade coverage may be counted only once (i.e. shade coverage produced by overlapping tree canopies, the overlapping portion may only count toward one of the two trees).

(G) Stamp and signature on proposed parking lot tree shading plan by a licensed arborist or landscape architect verifying the tree species selected for the shading plan are acceptable for the required amount of canopy coverage.

Parking lot tree shading plans shall be submitted for review and approval by the County Zoning Administrator. Trees planted as part of a parking lot tree shading plan shall be considered code-protected pursuant to Chapter 816-6 of the County Code.

(14) Electric vehicle (EV) charging parking may be included in the calculation for minimum parking spaces required pursuant to this code. Where provided, parking for electric vehicles shall at a minimum provide:

(A) Posted signage and painted curb and/or ground markings indicating the space is exclusively for EV charging purposes;

(B) Adequate accessibility when EV charging equipment is located near or adjacent to pedestrian circulation areas. EV charging equipment shall be located so as not to interfere with accessibility or conflict with ADA facilities;

(C). Adequate lighting shall be provided where EV charging equipment is installed. Lighting shall be provided consistent with the requirements of this code;

(D) Adequate battery charging station protection, such as concrete-filled steel bollards, shall be used. Curbing may be used in lieu of bollards, if the battery charging station is setback a minimum of 24 inches from the face of the curb;

(E) EV charging equipment shall be reasonably maintained so that it is consistently operational. The project applicant, property owner and/or equipment vendor shall be responsible for maintaining EV charging equipment. Contact information for immediate maintenance needs shall be posted directly on the EV charging equipment and kept up to date.

(15) "Green" Parking Facilities: The County strongly encourages the implementation of green building features, design strategies, materials, products, and construction practices that preserve natural resources, conserve water and energy, and reduce waste in the development of parking facilities. Green parking strategies should be implemented following the LEED (Leadership in Energy and Environmental Design) certification rating system – established by the United States Green Building Council – as a guide. Parking facilities are encouraged to obtain Green Building Certification through the Green Parking Council, which is the lead organization in offering sustainability certification to parking facilities.

(16) Nothing in this code shall preclude the lawful installation of solar energy systems on parking facilities. The installation of solar energy systems on parking facilities shall be required to conform with applicable Federal, State, and County requirements. For the purposes of this section, "solar energy system" means a photovoltaic solar collector or other photovoltaic solar energy device that has a primary purpose of providing for the collection and distribution of solar energy for the generation of electricity.

(Ord. 2031 § 1(e), 1966; prior code § 8119(e); Ord. 1027).

82-16.014 - Maintenance and operation.

All required parking facilities shall be provided and maintained so long as the use exists which the parking facilities were designed to serve, or any use. Off-street parking facilities shall not be reduced in total area, except when such reduction is in conformity with the requirements of this code.

(Ord. 2031 § 1(f), 1966; prior code § 8119(f); Ord. 1027).

82-16.016 - Common parking facility

~~Nothing in this code shall be construed to prevent the joint use of off-street parking for two or more land uses if the total of such spaces when used together shall not be less than the sum of the requirements for the various individual uses computed separately in accordance with the requirements of this code.~~

82-16.016 - Shared Parking

Where appropriate, with the approval of a land use permit or development plan, parking may be shared among two or more uses if all of the following findings can be made:

(1) The off-street parking spaces designated for joint use are located within 200 feet of the use to

be served;

(2) The times demanded for these parking spaces will not conflict substantially between the use offering the spaces and the use to be served; and

(3) The off-street parking spaces designated for joint use are not otherwise committed to satisfying the parking requirements for some other use at similar times.

A deed restriction shall be recorded in the office of the County Recorder that restricts the use of the property and designates the off-street parking to serve those uses approved to utilize shared parking on the subject property. Upon submission of satisfactory evidence that either other parking is supplied to meet the requirements of the County Ordinance Code has been provided, or that the building or use(s) has been removed or altered so as to no longer require the shared parking space, the County shall remove the restriction from the property.

The joint use of off-street parking for two or more land uses shall not exceed the sum of the requirements for the various individual uses computed separately in accordance with the requirements of this code.

(Ord. 2031 § 1(g), 1966; prior code § 8119(g); Ord. 1027).

82-16.018 - Number of required spaces.

Off-street parking spaces shall be provided for each land use on the basis of the following schedules:

- (1) Assembly halls without fixed seats: One space for each fifty square feet of gross floor area; Hotels and motels: One space for each sleeping unit;
- (2) Auditoriums: One space for each four seats; Hospital: One space for each two beds;
- (3) Banks, business and professional offices, other than medical and dental offices: One space for each two hundred-fifty square feet of gross floor area; Sanitariums, convalescent homes, rest homes, nursing homes: One space for each three beds;
- (4) Bowling alleys: Four spaces for each alley, plus one space for each two employees; Churches: One space for each three seats;
- (5) Child Care Facility: One space per every thirteen children plus one per employee; Bowling alleys: Seven spaces for each alley, plus one space for each two employees;
- (6) Churches: One space for each seven seats (each twenty-four inches of bench type seating is one seat); Rooming and lodging houses: One space for each bedroom;
- (7) Commercial service, repair shops and wholesale establishments: One space for each eight-hundred square feet of gross floor area; Theaters: One space for each four seats;
- (8) Gas Station (Including vehicle service/repair): Three per service bay (not including water/air/gas pumps) plus one per every 500 square feet of gross floor area; Sports arenas: One space for each four seats;
- (9) Golf Course: Four per hole plus required number of spaces for ancillary uses; Auditoriums;

One space for each four seats;

(10) Government Offices: One space per four-hundred square feet of gross floor area; ~~Night clubs, cocktail lounges and restaurants: One space for each three seats;~~

(11) Hospital: One space for each three patient beds plus required spaces for ancillary uses (office, clinic, pharmacy, etc); ~~Medical and dental offices: Five spaces for each doctor or dentist;~~

(12) Hotels and motels: One space for each sleeping unit; ~~Bank, business and professional offices, other than medical and dental offices: One space for each two hundred square feet of gross floor area;~~

(13) Medical and dental offices: One space per 250 square feet of gross floor area plus one per doctor/dentist; ~~Retail stores and shops, except as otherwise specified herein: One space for each two hundred fifty square feet of gross floor area;~~

(14) Mini (Self) Storage: One space per three-thousand square feet of gross floor (storage) area; ~~Commercial service, repair shops and wholesale establishments: One space for each five hundred square feet of gross floor area;~~

(15) Mortuaries: One space for each fifty square feet of gross floor area in chapel areas; ~~Retail stores which handle only bulky merchandise, such as furniture, household appliances, and motor vehicles: One space for each five hundred square feet of floor area;~~

(16) Night clubs, cocktail lounges and restaurants: One space for each three seats or one per one-hundred square feet of gross floor area, whichever is greater; ~~Warehouses and other storage buildings: One space for each one thousand square feet of gross floor area;~~

(17) Nursery: Two spaces per one-thousand square feet of gross floor area or outdoor display area; ~~Mortuaries: One space for each fifty square feet of gross floor area in chapel areas;~~

(18) Retail stores and shops, except as otherwise specified herein: One space per four-hundred square feet of gross floor area; ~~Assembly halls without fixed seats: One space for each forty square feet of gross floor area;~~

(19) Retail stores which handle only bulky merchandise, such as furniture, household appliances, and motor vehicles: One space for each five hundred square feet of floor area; ~~Retail and wholesale establishments conducted primarily outside of buildings: One space for each two employees;~~

(20) Retail and wholesale establishments conducted primarily outside of buildings: One space per two-thousand square feet of gross floor area; ~~For a use not specified in this section, the same number of off-street parking spaces shall be provided as are required for the most similar specified use.~~

(21) Rooming and lodging houses: One space for each bedroom;

(22) Sanitariums, convalescent homes, rest homes, nursing homes: One space for each three beds;

(23) Shopping Center: Determined by land use types, or minimum one space per five-hundred

square feet of gross floor area, whichever is greater;

(24) Sports arenas: One space per each five seats (see "Churches" for bench type seating) or one space per two-hundred square feet of assembly area, whichever is greater;

(25) Theaters: One space per each five seats (see "Churches" for bench type seating);

(26) Winery: One space per two-hundred and fifty square feet of gross floor area (for tasting rooms where no agricultural production or cultivation occurs, see "Nightclubs, cocktail lounges and restaurants");

(27) Warehouses and other storage buildings: One space for each one thousand square feet of gross floor area;

(28) For a use not specified in this section, the same number of off-street parking spaces shall be provided as are required for the most similar specified use. (Ord. 2031 § 1(h), 1966; prior code § 8119(h); Ord. 1027).

82-16.020 - Requirements in nonbusiness areas.

Wherever one or more parcels of land adjoin land of a publicly owned transportation facility, or a street adjoining a publicly owned transportation facility, or adjoin a zoning district allowing business uses, off-street parking may be allowed on these parcels to serve the public transportation facility or authorized business uses, after the issuance of a land use permit, if:

(1) The parking areas are limited to an area within one thousand feet of the public transportation facility or the boundary of the zoning district allowing business uses. Areas beyond this distance may be used for landscaping.

(2) The parking area is for private passenger vehicle parking, only.

(3) No commercial repair work or sales of any kind are allowed.

(4) No signs are permitted other than those to guide traffic, to identify the parking lot, and to state the condition of use.

(5) The parking area is designed and developed in the manner and with the conditions deemed proper and adequate to protect residences in the vicinity. These conditions include, among others, the following:

(A) Proper planting and screening shall be provided either with fencing or planting, or both, to protect nearby residences from noise, light, and other detrimental effects.

(B) The entrance/exits shall be designed and located to minimize conflict with both existing and reasonably foreseeable vehicular and pedestrian traffic.

(C) The area used for drives and parking shall be suitably paved to prevent dust and mud.

(D) Proper provisions shall be made, as deemed necessary, for adequate lighting of entrances, exits, and parking areas, with measures to shield adjacent residential areas from the lights.

(E) Establishment of the parking area shall be subject to the approval of a detailed plot plan depicting and delineating the above requirements and planning location of parking attendant's shelter, together with other necessary elements to constitute a proper parking area.

(Ords. 82-3 § 1, 2031 § 1(l); prior code § 8119(l); Ord. 1027).

82-16.022 - Loading spaces.

In any district, in connection with every building or part thereof, hereafter erected or enlarged which is to be used for manufacturing, storage, warehousing, goods' display, retail sales, wholesaling, hotel, hospital, mortuary, laundry, dry cleaning, or other uses similarly requiring the receipt or distribution by vehicles of materials, there shall be provided and maintained on the same lot with such building, off-street loading spaces as per the following schedule:

10,000-20,000 square feet of gross floor area, one (1) space,

20,001-30,000 square feet of gross floor area, two (2) spaces,

30,001-45,000 square feet of gross floor area, three (3) spaces, and

45,001-75,000 square feet of gross floor area, four (4) spaces.

Plus one space for each additional seventy-five thousand square feet of gross floor area.

In addition, the following requirements shall be provided:

(1) No loading operation for any use required to provide off-street loading space, nor the parking of any vehicle incident to such loading operation shall be permitted within any street right-of-way.

(2) Each off-street loading space shall have a minimum width of ten feet, a minimum length of thirty-five feet, and a minimum height of fifteen feet.

(3) Off-street loading spaces required by this section shall be separately and permanently maintained as such, and shall be used only for this purpose. No part of a required loading space shall be encroached upon by buildings, storage, or any other activity.

(4) Each off-street loading space shall be accessible from a public street and shall not be located within the required front yard or side yard, nor cause trucks to encroach upon the front yard or side yard during the process of loading or unloading.

(Ord. 2031 § 1(j), 1966; prior code § 8119(j); Ord. 1027).

82-16.### - Required Bicycle Parking.

Both long-term and short-term bicycle parking shall be provided for each land use as follows:

<i>Residential</i>		
<i>Housing Type</i>	<i>Long-Term</i>	<i>Short-Term</i>
<i>Single Family Dwelling</i>	<i>No spaces required.</i>	<i>No spaces required.</i>

Multiple Family Dwelling

(1) With private garage for each unit*	No spaces required.	0.05 spaces for each bedroom. Minimum is 2 spaces.
(2) Without private garage for each unit	0.15 spaces for each bedroom. Minimum is 2 spaces.	0.05 spaces for each bedroom. Minimum is 2 spaces.
(3) Senior Housing	0.10 spaces for each bedroom. Minimum is 2 spaces.	0.05 spaces for each bedroom. Minimum is 2 spaces.

* Private locked storage units on-site may be accepted if it can fit a standard adult size 18 to 21 speed mountain bike and said space is shown on site plans.

Civic: Cultural/Recreational

Use Type	Long-Term	Short-Term
Non-Assembly Cultural (Library, government buildings, professional offices)	1 space for each 10 employees. Minimum requirement is 2 spaces	1 space for each 10,000 square feet of floor area. Minimum requirement is 2 spaces.
Assembly (Church, theaters, sports arenas, assembly halls)	1 space for each 20 employees. Minimum requirement is 2 spaces.	Spaces for 2% of maximum expected daily attendance.
Health Care/Hospitals	1 space for each 20 employees or one space for each 70,000 square feet of floor area, whichever is greater. Minimum is 2 spaces.	1 space for each 20,000 square feet of floor area. Minimum is 2 spaces.

Education

(1) Public, Parochial, and Private Day-Care Centers for thirteen (13) or more children	1 space for each 20 employees. Minimum is 2 spaces.	1 space for each 20 students of planned capacity. Minimum is 2 spaces.
(2) Public Parochial, and Private Nursery Schools, Kindergartens, and Elementary Schools (grades 1-3)	1 space for each 10 employees. Minimum requirement is 2 spaces.	1 space for each 20 students of planned capacity. Minimum requirement is 2 spaces.

<i>(3) Public Parochial, and Elementary (grades 4-6), Junior High and High Schools</i>	<i>1 space for each 10 employees plus 1 space for each 20 students of planned capacity. Minimum requirement is 2 spaces.</i>	<i>1 space for each 20 students of planned capacity. Minimum requirement is 2 spaces.</i>
<i>(4) Colleges and Universities</i>	<i>1 space for each 10 employees plus 1 space for each 10 students of planned capacity; or 1 space for each 20,000 square feet of floor area, whichever is greater.</i>	<i>1 space for each 10 students of planned capacity. Minimum requirement is 2 spaces.</i>
<i>Rail/Bus Terminals and Stations</i>	<i>Spaces for 5% of projected A.M. peak period daily ridership.</i>	<i>Spaces for 1.5% of A.M. peak period daily ridership.</i>

Commercial		
Use Type	Long-Term	Short-Term
<i>Retail</i>		
<i>(1) Restaurants (including fast-food/take-out)</i>	<i>1 space for each 10 employees. Minimum requirement is 2 spaces.</i>	<i>1 space for each 2,000 square feet of floor area. Minimum requirement is 2 spaces.</i>
<i>(2) General retail</i>	<i>1 space for each 10 employees. Minimum requirement is 2 spaces.</i>	<i>1 space for each 5,000 square feet of floor area. Minimum requirement is 2 spaces.</i>
<i>Office</i>	<i>1 space for each 10,000 square feet of floor area. Minimum requirement is 2 spaces.</i>	<i>1 space for each 20,000 square feet of floor area. Minimum requirement is 2 spaces.</i>
<i>Auto Related</i>		
<i>(1) Automotive Sales, Rental, and Delivery, Automotive Servicing, Automotive Repair and Cleaning</i>	<i>1 space for each 12,000 square feet of floor area. Minimum requirement is 2 spaces.</i>	<i>1 space for each 20,000 square feet of floor area. Minimum requirement is 2 spaces.</i>

(2) Off-Street Parking Lots and Garages available to the general public either without charge or on a fee basis (excluding unattended surface parking lots)	1 space for each 20 automobile spaces. Minimum requirement is 2 spaces.	1 space for each 20 automobile spaces. Minimum requirement is 6 spaces.
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Industrial/Manufacturing		
Use Type	Long-Term	Short-Term
Manufacturing and Production	1 space for each 15,000 square feet of floor area. Minimum requirement is 2 spaces.	1 space for each 20,000 square feet of floor area. Minimum requirement is 2 spaces.

Definitions:

Short-Term Bicycle Parking: bicycle racks, sheltered or unsheltered, no security or passive surveillance ("eyes on the street").

Long-Term Bicycle Parking: bicycle lockers or racks in a sheltered area (cage or room) with secure entry (lock and key required), inside property gates, or security attended bicycle parking.

Design, Location Specifications and Layout:

Bicycle parking shall be provided, subject to review and approval by the Zoning Administrator, as follows:

- (1) At the terminus of bicycle routes, typically along desired routes a bicyclist is likely to travel,
- (2) As close as possible to the entryway of the building or likely bicyclist destination,
- (3) In high traffic areas to provide passive surveillance ("eyes on the street"),
- (4) With appropriate guide signage (MUTCD D4-3 or other appropriate wayfinding signage),
- (5) With other design, location, layout and rack/locker specifications consistent with guidance in the Association of Bicycle Pedestrian Professional's Bicycle Parking Guidelines (2nd edition, and as it may be revised),

82-16.### - Transportation Demand Management (TDM) Program

A reduction in the required number of parking spaces may be granted by the County Zoning Administrator, in lieu of granting a variance, upon the submittal of a TDM Program pursuant to Chapter 82-32 of the County Code.

82-16.024 - Variances.

Variances for any of the requirements in this chapter may be granted by the zoning administrator, to modify the provisions in Sections 82-16.012(1), (2), (5), (10), (12), (14) and 82-16.018 through 82-16.019 (bike parking) may be granted in accordance with Chapter 26-2.

(Ord. 2031 § 1(k), 1966; prior code § 8119(k); Ord. 1027).

Chapter 82-32 – Transportation Demand Management

82-32.016 - Commuter Benefits

It is the intent of the County to encourage local employers to adopt policies that encourage commuting by means other than driving alone. The following commuter benefit concepts shall be strongly considered as an integral part of any comprehensive, employer offered commuter benefit program, or transportation demand management program.

The following definitions shall apply as used in this section:

"Covered employer" means any employer for which an average of 20 or more employees per week perform work for compensation within the area where the ordinance adopted pursuant to this section operates. Only employees performing work on a full-time basis shall be counted.

"Covered employee" means an employee who performed at least an average of 20 hours of work per week within the previous calendar month within the area where the ordinance adopted pursuant to this section operates.

(1) Pretax Option: Covered employers within the unincorporated County shall have the option of establishing a pretax option program, consistent with §132(f) of the Internal Revenue Code, allowing covered employees to elect to exclude from taxable wages employee commuting costs incurred for transit passes or vanpool charges, or bicycle commuting up to the maximum amount allowed by federal tax law.

(2) Employer-Paid Benefit: A program whereby the covered employer offers employees a subsidy to offset the monthly cost of commuting via public transit or by vanpool. The subsidy shall be equal to either the monthly cost of commuting via transit or vanpool, or seventy-five dollars (\$75), whichever is lower. The County may consider adjusting this amount to be consistent with the California Consumer Price Index.

(3) Employer-Provided Transit: Transportation furnished by the covered employer at no cost, or low cost as determined by the County and/or transit service provider(s), to the covered employee in a vanpool or bus, or similar multipassenger vehicle operated by or for the employer.

Nothing in this section shall prevent a covered employer from offering a more generous commuter benefit that is otherwise consistent with the requirements of this ordinance.

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Chapter 82-16 - OFF-STREET PARKING*

Chapter 82-16 - OFF-STREET PARKING*

Sections:

- 82-16.002 - Generally.
- 82-16.004 - Application to existing land uses.
- 82-16.006 - Fractional parking space.
- 82-16.008 - Mixed uses.
- 82-16.010 - Location.
- 82-16.012 - Design and layout.
- 82-16.014 - Maintenance and operation.
- 82-16.016 - Common parking facility.
- 82-16.018 - Number of required spaces.
- 82-16.020 - Requirements in nonbusiness areas.
- 82-16.022 - Loading spaces.
- 82-16.024 - Variances.

82-16.002 - Generally.

It is the intent of this code that all land uses shall be provided with sufficient space located off-street for the parking of vehicles to meet the needs of persons employed at or making use of such land uses. No application for a building permit for the erection of a new structure or for the enlargement of an existing structure, or for the development of a land use, shall be approved unless it includes off-street parking facilities as required by this code.

(Ord. 2031 § 1 (part), 1966: prior code § 8119 (part): Ord. 1027).

82-16.004 - Application to existing land uses.

Land uses in existence (i.e., occupied by a structure) December 23, 1966, or for which building permits have been approved, shall not be subject to the requirements of this chapter, provided that any off-street parking facilities now required or serving such land uses shall not, in the future, be reduced below these requirements.

(Ord. 2031 § 1(a), 1966: prior code § 8119(a): Ord. 1027).

82-16.006 - Fractional parking space.

Where the computation of required off-street parking spaces results in a fractional number, only the fraction of one-half or more shall be counted as one.

(Ord. 2031 § 1(b), 1966: prior code § 8119(b): Ord. 1027).

82-16.008 - Mixed uses.

Where property is occupied or intended to be occupied by two or more establishments falling into different classes of uses, the off-street parking required shall be the sum of the requirements for the

Title 8 - ZONING
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various individual establishments, computed separately; off-street parking provided for one use shall not be considered as being provided for any other use.

(Ord. 2031 § 1(c), 1966: prior code § 8119(c); Ord. 1027).

82-16.010 - Location.

Required off-street parking shall normally be provided on the same lot or premises as the main use it serves. Where this is impractical, the board of adjustment may, by use permit, authorize provision for parking on any parcel in the same ownership located within two hundred feet of the lot containing the main use.

(Ord. 2031 § 1(d), 1966: prior code § 8119(d); Ord. 1027).

82-16.012 - Design and layout.

Off-street parking areas shall be designed in such a manner as to conform to the following regulations, subject to review and approval by the zoning administrator:

- (1) Dimensions of the required off-street parking spaces and driveways shall have minimums as per the following table:

Angle of Parking Degrees	Stall Width	Curb Length	Stall Depth	Driveway Width
0	9 ft. 0 in.	23 ft. 0 in.	9 ft. 0 in.	12 ft. 0 in.
20	9 ft. 0 in.	26 ft. 4 in.	15 ft. 0 in.	11 ft. 0 in.
30	9 ft. 0 in.	18 ft. 0 in.	17 ft. 4 in.	11 ft. 0 in.
40	9 ft. 0 in.	14 ft. 0 in.	19 ft. 2 in.	12 ft. 0 in.
45	9 ft. 0 in.	12 ft. 9 in.	19 ft. 10 in.	13 ft. 0 in.
50	9 ft. 0 in.	11 ft. 9 in.	20 ft. 5 in.	12 ft. 0 in.
60	9 ft. 0 in.	10 ft. 5 in.	21 ft. 0 in.	18 ft. 0 in.
70	9 ft. 0 in.	9 ft. 8 in.	21 ft. 0 in.	19 ft. 0 in.
80	9 ft. 0 in.	9 ft. 2 in.	20 ft. 4 in.	26 ft. 0 in.
90	9 ft. 0 in.	9 ft. 0 in.	19 ft. 0 in.	28 ft. 0 in.

- (2) All off-street parking facilities shall be designed with appropriate maneuvering areas and means of vehicular access to the main and auxiliary streets. Where the parking area does not abut on a street, there shall be provided an access drive not less than twelve feet in width in the case of one-way traffic, and not less than twenty feet in width in all other cases, leading to the parking area in such a manner as to secure the most appropriate development of the property in question.

- (3) Required off-street parking areas shall be surfaced with an asphaltic or Portland cement binder pavement, or similar material so as to provide a durable and dustless surface, and shall be so graded and drained as to prevent the ponding of water.

- (4) Parking areas shall not be used for automobile sales, storage, repair work, dismantling or servicing of any kind.

- (5) A planter or landscaped strip at least four feet in width shall be provided adjacent to street

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rights-of-way. Dead corners and other waste areas shall be landscaped to provide a visual break in the paved area. Parking areas of more than five parking spaces shall provide, in addition to the required parking area, an area equal to not less than five percent of the total parking area devoted to landscaping. Within this planter or landscaped strip, an irrigation system shall be installed. Such a landscaped strip or planter shall be provided to create the necessary visual and physical break between the pedestrian traffic utilizing the sidewalks along the streets and the vehicular traffic in the parking area, and by this means, substantially reduce the traffic hazard to the pedestrian.

(6) Parking spaces shall be marked or maintained on the pavement and any other directional marking or signs shall be installed as permitted or required by the zoning administrator, to insure the maximum utilization of space, sufficient traffic flow, and general safety.

(7) Lighting, if provided, shall be directed downward and away from residential areas and public streets so as not to produce a glare as seen from such areas, in order to insure the general safety of other vehicular traffic and the privacy and well-being of the residential areas, and the lighting intensity shall be no greater than reasonably required to light the parking area.

(8) Access to public parking areas and curb cuts for driveways shall be so located as to insure an efficient and safe traffic flow into the parking areas and along the public streets.

(9) Parking areas shall be designed so that vehicular parking does not overhang sidewalks, planters or landscaped strips.

(10) Within any of the commercial, industrial and multiple family residential zones, parking areas shall be designed so that vehicles are not permitted to back out of the parking areas on to streets.

(11) A six feet high, solid fence, or masonry wall of acceptable design, shall be provided along the edge(s) of any public parking areas adjacent to residentially zoned property to protect these residential properties from the interruption and nuisances of the vehicles using the parking areas.

(12) A barrier curb or wheel stop at least six inches in height shall be provided adjacent to landscaping, buildings, and other areas to prevent damage to these facilities by the vehicles utilizing the parking areas.

(Ord. 2031 § 1(e), 1966: prior code § 8119(e): Ord. 1027).

82-16.014 - Maintenance and operation.

All required parking facilities shall be provided and maintained so long as the use exists which the parking facilities were designed to serve, or any use. Off-street parking facilities shall not be reduced in total area, except when such reduction is in conformity with the requirements of this code.

(Ord. 2031 § 1(f), 1966: prior code § 8119(f): Ord. 1027).

82-16.016 - Common parking facility.

Nothing in this code shall be construed to prevent the joint use of off-street parking for two or more land uses if the total of such spaces when used together shall not be less than the sum of the requirements for the various individual uses computed separately in accordance with the requirements of this code.

(Ord. 2031 § 1(g), 1966: prior code § 8119(g): Ord. 1027).

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82-16.018 - Number of required spaces.

Off-street parking spaces shall be provided for each land use on the basis of the following schedules:

- (1) Hotels and motels: One space for each sleeping unit;
- (2) Hospital: One space for each two beds;
- (3) Sanitariums, convalescent homes, rest homes, nursing homes: One space for each three beds;
- (4) Churches: One space for each three seats;
- (5) Bowling alleys: Seven spaces for each alley, plus one space for each two employees;
- (6) Rooming and lodging houses: One space for each bedroom;
- (7) Theaters: One space for each four seats;
- (8) Sports arenas: One space for each four seats;
- (9) Auditoriums: One space for each four seats;
- (10) Night clubs, cocktail lounges and restaurants: One space for each three seats;
- (11) Medical and dental offices: Five spaces for each doctor or dentist;
- (12) Banks, business and professional offices, other than medical and dental offices: One space for each two hundred square feet of gross floor area;
- (13) Retail stores and shops, except as otherwise specified herein: One space for each two hundred fifty square feet of gross floor area;
- (14) Commercial service, repair shops and wholesale establishments: One space for each five hundred square feet of gross floor area;
- (15) Retail stores which handle only bulky merchandise, such as furniture, household appliances, and motor vehicles: One space for each five hundred square feet of floor area;
- (16) Warehouses and other storage buildings: One space for each one thousand square feet of gross floor area;
- (17) Mortuaries: One space for each fifty square feet of gross floor area in chapel areas;
- (18) Assembly halls without fixed seats: One space for each forty square feet of gross floor area;
- (19) Retail and wholesale establishments conducted primarily outside of buildings: One space for each two employees;
- (20) For a use not specified in this section, the same number of off-street parking spaces shall be provided as are required for the most similar specified use.

(Ord. 2031 § 1(h), 1966; prior code § 8119(h); Ord. 1027).

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82-16.020 - Requirements In nonbusiness areas.

Wherever one or more parcels of land adjoin land of a publicly owned transportation facility, or a street adjoining a publicly owned transportation facility, or adjoin a zoning district allowing business uses, off-street parking may be allowed on these parcels to serve the public transportation facility or authorized business uses, after the issuance of a land use permit, if:

- (1) The parking areas are limited to an area within one thousand feet of the public transportation facility or the boundary of the zoning district allowing business uses. Areas beyond this distance may be used for landscaping.
- (2) The parking area is for private passenger vehicle parking, only.
- (3) No commercial repair work or sales of any kind are allowed.
- (4) No signs are permitted other than those to guide traffic, to identify the parking lot, and to state the condition of use.
- (5) The parking area is designed and developed in the manner and with the conditions deemed proper and adequate to protect residences in the vicinity. These conditions include, among others, the following:
 - (A) Proper planting and screening shall be provided either with fencing or planting, or both, to protect nearby residences from noise, light, and other detrimental effects.
 - (B) The entrance/exits shall be designed and located to minimize conflict with both existing and reasonably foreseeable vehicular and pedestrian traffic.
 - (C) The area used for drives and parking shall be suitably paved to prevent dust and mud.
 - (D) Proper provisions shall be made, as deemed necessary, for adequate lighting of entrances, exits, and parking areas, with measures to shield adjacent residential areas from the lights.
 - (E) Establishment of the parking area shall be subject to the approval of a detailed plot plan depicting and delineating the above requirements and planning location of parking attendant's shelter, together with other necessary elements to constitute a proper parking area.

(Ords. 82-3 § 1, 2031 § 1(l); prior code § 8119(l); Ord. 1027).

82-16.022 - Loading spaces.

In any district, in connection with every building or part thereof, hereafter erected or enlarged which is to be used for manufacturing, storage, warehousing, goods' display, retail sales, wholesaling, hotel, hospital, mortuary, laundry, dry cleaning, or other uses similarly requiring the receipt or distribution by vehicles of materials, there shall be provided and maintained on the same lot with such building, off-street loading spaces as per the following schedule:

10,000-20,000 square feet of gross floor area, one (1) space,

20,001-30,000 square feet of gross floor area, two (2) spaces,

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30,001-45,000 square feet of gross floor area, three (3) spaces, and

45,001-75,000 square feet of gross floor area, four (4) spaces.

Plus one space for each additional seventy-five thousand square feet of gross floor area.

In addition, the following requirements shall be provided:

- (1) No loading operation for any use required to provide off-street loading space, nor the parking of any vehicle incident to such loading operation shall be permitted within any street right-of-way.
- (2) Each off-street loading space shall have a minimum width of ten feet, a minimum length of thirty-five feet, and a minimum height of fifteen feet.
- (3) Off-street loading spaces required by this section shall be separately and permanently maintained as such, and shall be used only for this purpose. No part of a required loading space shall be encroached upon by buildings, storage, or any other activity.
- (4) Each off-street loading space shall be accessible from a public street and shall not be located within the required front yard or side yard, nor cause trucks to encroach upon the front yard or side yard during the process of loading or unloading.

(Ord. 2031 § 1(j), 1966; prior code § 8119(j); Ord. 1027).

82-16.024 - Variances.

Variances for any of the requirements in this chapter may be granted by the zoning administrator.

(Ord. 2031 § 1(k), 1966; prior code § 8119(k); Ord. 1027).