



Minutes City of Sacramento Development Oversight Commission

COMMISSION MEMBERS:

Mark Abrahams
Kristina McBurney
John M. Packowski, AIA

Holger Fuerst, P.E., Vice Chair
Michael Malinowski, AIA
Bruce Starkweather, AIA

Brian Holloway
John Nunan
Roger Valine, Chair

CITY STAFF:

Marty Hanneman, Assistant City Manager
Sabina Gilbert, Deputy City Attorney
Janis Franklin, Program Specialist

New City Hall
915 I Street, 1st Floor – Council Chambers

February 4, 2008 – 5:30 P.M.

The Development Oversight Commission (DOC) is a board of the City Council with review and recommendation authority. Its purpose is to provide a forum for the public to introduce and discuss suggestions, comments, and concerns regarding the city's development services function. The DOC will host public meetings to hear public comments before providing its recommendations to City Council.

NOTICE TO THE PUBLIC

You are welcomed and encouraged to participate in this meeting. Public comment is taken (3 minutes maximum) on items listed on the agenda when they are called. Public Comment on items not listed on the agenda will be heard at the end of the meeting as noted on the agenda. Comments on controversial items may be limited and large groups are encouraged to select 3-5 speakers to represent the opinion of the group.

Notice to Lobbyists: When addressing the Commission you must identify yourself as a lobbyist and announce the client/business/organization you are representing (City Code 2.15.160).

Speaker slips are located in the lobby of the hearing room and should be completed and submitted to the Commission Secretary.

Government Code 54950 (The Brown Act) requires that a brief description of each item to be transacted or discussed be posted at least 72 hours prior to a regular meeting. The City posts Agendas at City Hall as well as offsite meeting locations.

The order of agenda items is for reference only; agenda items may be taken in any order deemed appropriate by the Commission. The agenda provides a general description and staff recommendations; however, the Commission may take action other than what is recommended. The agenda is available for public review on the Friday prior to the meeting. Hard copies of the agenda, synopsis, and staff reports are available from the Development Services Department at 915 I Street, New City Hall, 3rd Floor (25 cents per page)

Meeting facilities are accessible to persons with disabilities. If you require special assistance to participate in the meeting, notify the Development Services Department at (916) 808-8310 at least 48 hours prior to the meeting.



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(916) 808-5656

Minutes

February 4, 2008

*New City Hall
915 I Street, 1st Floor – Council Chambers*

All items listed are heard and acted upon by the Development Oversight Commission unless otherwise noted.

Call to Order – 5:30 p.m.

Roll Call: Began at: 5:37pm. All present except for Starkweather, Nunan and Holloway

Special Presentation

- 1. Recognition of Commissioners' Service (Oral)**
Location: Citywide
Recommendation: Receive and File
Contact: Janis Franklin, Program Specialist, (916) 808-7705
Action: received and filed.

Consent Calendar

All items listed under the Consent Calendar are considered and acted upon by one motion. Anyone may request that an item to be removed for separate consideration.

- 2. Minutes from January 7, 2007 meeting**
Location: Citywide
Recommendation: Approve meeting Minutes from January 7, 2007
Contact: Janis Franklin, Program Specialist, (916) 808-7705
Action: Moved, seconded and carried (Abrahams, Fuerst, 6,0,0) to approve Minutes.

Staff Reports

Staff reports include oral presentations including those recommending receive and file.

- 3. DSD Director Update (Oral)**
Description: Items to be discussed: Budget, Programs and Efficiencies, Phase 1 – Richards Blvd Move, Fee Deferral Program.
Location: Citywide
Recommendation: Receive and file
Contact: William A. Thomas, Director of Development Services, (916) 808-3535
Action: Development Services Director William Thomas gave updates on the Budget. He highlighted the outstanding work done by the management and staff for ideas and suggestions to increase revenue and reduce expenses. He advised of the steps being

taken to alleviate the budgetary issues. Including the Phase 2 and Phase 3 processes. Also updated were the programs and efficiencies being affected and what's still in place. Discussed was the DOC's help with their sub-committee and their work on the fee study that will produce about \$600,000 this fiscal year and more next year. Also highlighted was the DOC budget, establishing a permanent funding source. And he advised that the budget is set for the remaining fiscal year. Comments and questions made by Commissioners McBurney, Fuerst and Valine.

4. DRAFT 2007 Annual Report – Review

Location: Citywide

Recommendation: Review and Comment.

Contact: Janis Franklin, Program Specialist, (916) 808-7705

Action: Reviewed and comments provided. Discussed was that there was a need of a process to measure initiatives. Recommended changes to the letter, including incorporating Commissioner Nunan's comments. There were comments regarding changeover of DOC members. The discussion was to finalize the letter section in sub-committee. **2007 successes:** Combine what was done and incorporate the changes by Commissioner Malinowski. Items such as the outreach effort, i.e. small business, and neighborhood version of success is different sometimes than developer success. There was mention made of the focus group meetings and outreach (Developing Partners). Comments made by Commissioner Fuerst, and Packowski. Discussed was the importance of having a DOC convention. Support was given to include success in Developing Partners, etc. noted in Mike Malinowski's changes. There will be formed a sub-committee, to further study the plan for Developing Partners "Summit". Two members are Commissioners Packowski and Malinowski with the third member to be determined. Support given to add Commissioner Malinowski's changes to the materials already there. **2008 initiatives:** Chair Valine will review them one more time and at the next meeting will bring them back for further discussion.

5. Fees Changes – Amendment to Development Services' Fee and Charge Schedule

Location: Citywide

Recommendation: Receive and file

Contact: William Thomas, Director of Development Services, (916) 808-1918

Action: Received and filed. William Thomas, first suggested changes to Planning fees, mostly commercial, some residential. Second to increase the technology fee. Third, to increase deposit amount and collect a greater percentage up front. There was discussion looking at proposed fees. The increase in fees places the City at the top of the scale. It is important to get the stakeholders present to help support it. Highlighted was the mention of substantial work done with a subcommittee that looked at the fees and tried to simplify them without overburdening one group over another. Before they bring it to Council, they need to continue to review further and provide examples of fees before and after the increase and the impact. Time is an issue. In the review, they found that while some fees were raised, some were dropped. This increase in Fees is to maintain level of service and continue what has been started. Staff will work with subcommittee and stakeholders and get on Council agenda.

6. Report Back: Discussion of Constituent Letter forwarded to Council. (Oral)

Location: Citywide

Recommendation: Receive and file.

Contact: David Kwong, Planning Manager, (916) 808-2691

Action: Received and filed. Advised Chair Valine crafted the DOC cover letter and forwarded complaint letter on to the Council.

Public Comments - Matters Not on the Agenda

7. None

Questions, Ideas, and Announcements of Commission Members

8. Chair Valine asked for an update on status of 2 new members. Introduced was Dennis Guerra and Scott Shriefier. Their first official meeting will be in March.

9. Commissioner Abrahams mentioned when DOC was created, what the purpose was, how business was handled back then. The Mayor created DOC to help figure a way to solve problems. Keep in mind, customer service is foremost.

10. Commissioner Packowski advised, don't only look where you came from, also look where you are going.

Adjournment: 6:59pm
