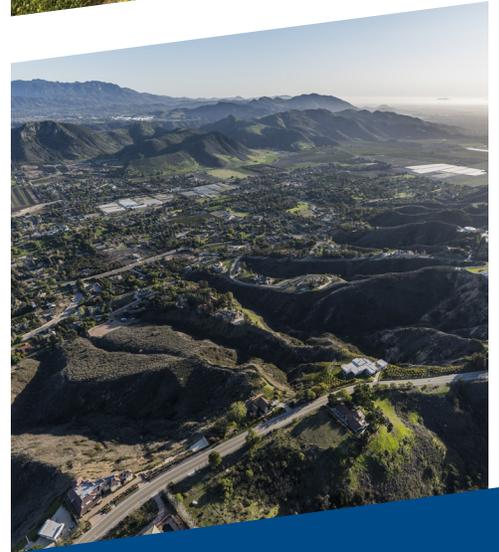
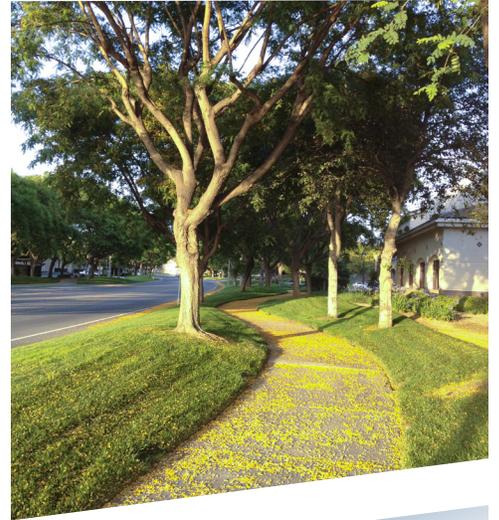
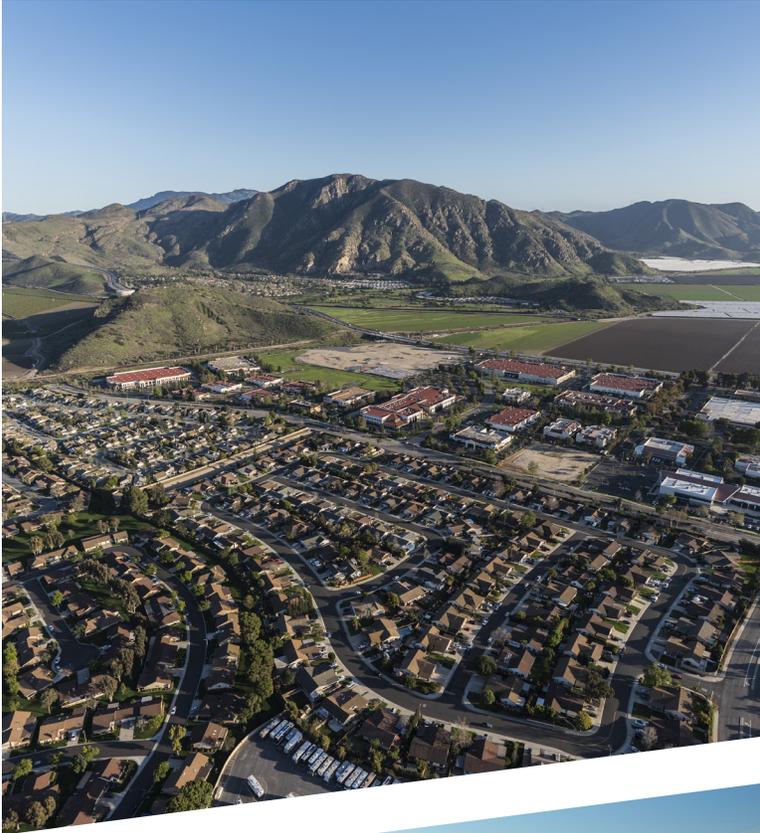


City of Camarillo

On-call Professional Planning Services

Camarillo, California • September 15, 2023



RINCON CONSULTANTS, INC.
Environmental Scientists | Planners | Engineers



Rincon Consultants, Inc.

180 North Ashwood Avenue
Ventura, California 93003
805-644-4455

September 15, 2023

Ms. Jaclyn Lee, Planning Manager
Community Development
City of Camarillo
601 Carmen Drive
Camarillo, California 93010

Subject: City of Camarillo On-call Professional Planning Services

Dear Ms. Lee:

Rincon Consultants, Inc. (Rincon) has an established history of collaboratively working with the City of Camarillo (City) to deliver successful planning and environmental consulting services. In this proposal you will find details on our approach, staff, and experience that make us well suited to provide on-call professional planning services to the City. Our objective on this contract is to be viewed not only as a trusted consultant with the City, but also an extension of your team.

For this on-call, we are able to provide a local team of highly skilled planners with a wide range of experience levels who will provide the excellent level of service the City has come to expect. Our 10+ years of experience in the City has allowed our team to become familiar with the environmental issues and processes relevant to the City through our work preparing numerous environmental documents, technical environmental studies, and permitting for development and infrastructure projects. Furthermore, we have successfully executed on-call professional planning services for multiple jurisdictions statewide, including those of neighboring jurisdictions such as the cities of Simi Valley, Oxnard, Ventura, and Moorpark, and the County of Ventura.

The following four key reasons establish Rincon as the right team for this contract:

- **Existing strong relationship with the City** that has given us a thorough understanding of the City's goal of maintaining a high quality of life for Camarillo residents and business owners by providing a range of housing options, high-quality outdoor recreational facilities and cultural amenities, and a diverse business and job base. Our recent work on the 2021-2029 Housing Element, Safety Element, and Climate Action Plan demonstrates our familiarity with and understanding of the City's goals and vision.
- **Experience providing planning services for a variety of project types**, including entitlement review (single-family residential, large scale multi-family residential, mixed-use, commercial, industrial, and institutional development projects), post-entitlement plan checks/verifications, and zoning text amendments in conjunction with the evolving regulatory framework in California.
- **Focused response to meeting deadlines, proactive communication, and seamlessly integrating into the Planning Division** to raise the level of service for applicants, decision makers, and stakeholders.
- **Team of readily available local planners** who live in, or regularly visit friends and family, shop, and dine in Camarillo.

Thank you for considering Rincon for this contract. Please do not hesitate to contact us if you have questions about this proposal or need additional information.

Sincerely,

Rincon Consultants, Inc.

A handwritten signature in blue ink, appearing to read "Lilly Rudolph".

Lilly Rudolph, AICP | Senior Program Manager
lrudolph@rinconconsultants.com

Contact for clarification

A handwritten signature in blue ink, appearing to read "Brenna Weatherby".

Brenna Weatherby | Principal
bweatherby@rinconconsultants.com

Authorized to contractually obligate and negotiate on behalf of Rincon

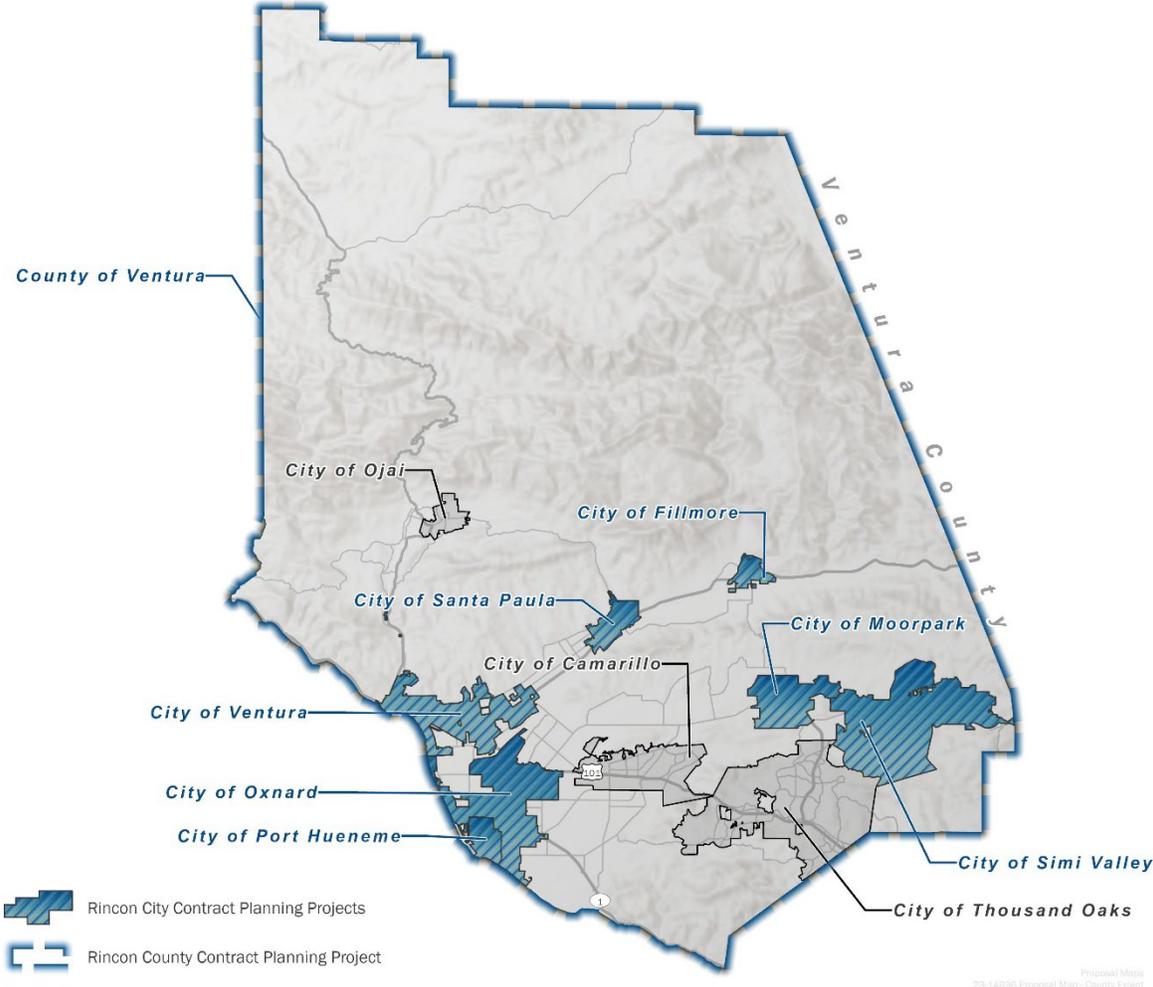
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1 Identification and Qualifications

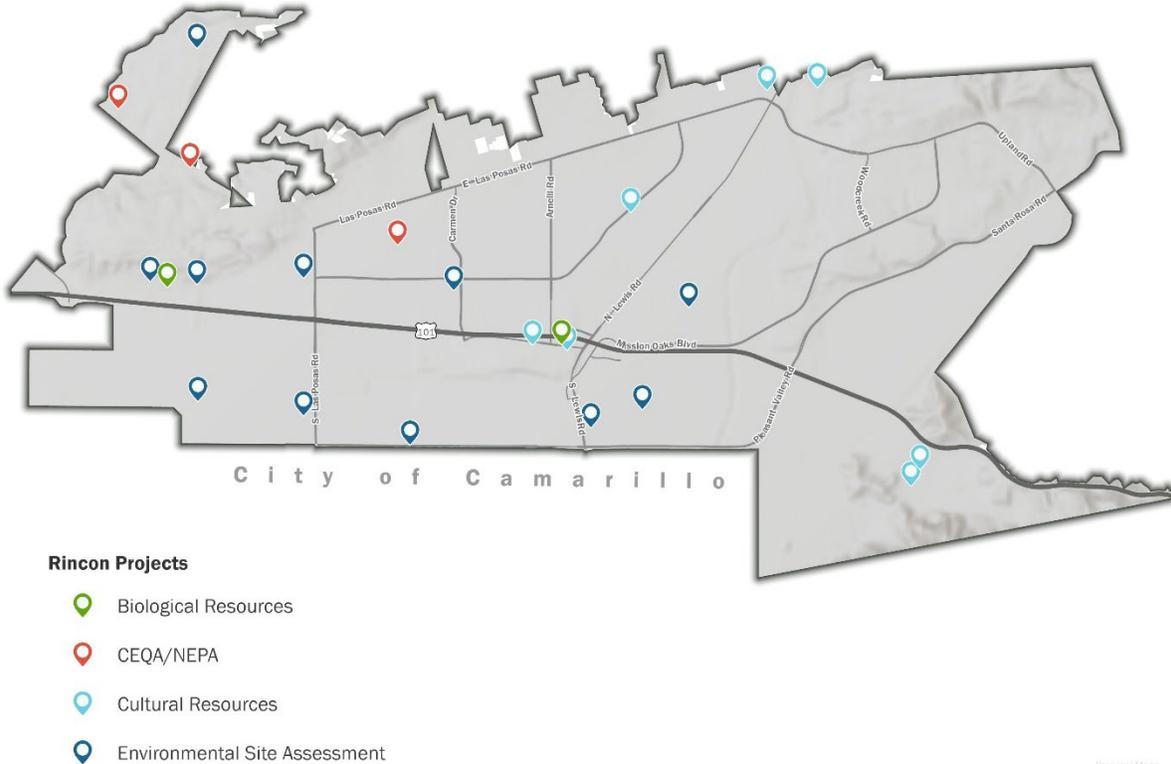
Consultant's Experience

Rincon Consultants, Inc. (Rincon) has nearly three decades of experience supporting communities with integrated approaches to land use, housing, safety, climate resilience, environmental justice, and implementation. Rincon has been providing on-call planning services for many years to public and private clients and have expertise in state and federal land use laws including planning and zoning law, the Subdivision Map Act, the Brown Act, Permit Streamlining Act, CEQA, and NEPA in addition to new state regulations such as Senate Bill 6 and Assembly Bill 2011. The breadth of our experience uniquely qualifies us to perform any number of planning-related tasks, from efficiently familiarizing ourselves with projects that have been reassigned to analysis of entitlement applications for unique and emerging land uses, and CEQA compliance. Our contract planners are also well versed in the review and preparation of long-range planning products and documents, such as general plan updates, community plans, master plans, ordinance amendments, and objective design standards. Rincon prides itself on the considerable depth of its staff, which includes over 425 professionals consisting of certified urban planners, project managers/case managers, code experts, environmental scientists and engineers, accredited LEED professionals, noise and air quality experts, geologists, biologists, climate and sustainability specialists, and cultural and historical resource specialists. Our approach to every project centers on the design and development of innovative solutions that respond to our clients' specific needs in a cost-effective manner. Through this experience, we aim to integrate seamlessly into a planning department at any level.



Local Experience

Ventura County is the birthplace of Rincon and we have been providing environmental services to various agencies throughout the County since our inception in 1994. We have also collaborated closely with the City in the past on a variety of environmental and sustainability projects, most recently on the Camarillo Climate Action Plan, to develop focused solutions together. Our contract planning experience in Ventura County and experience in Camarillo are illustrated on the following maps.



I just wanted to let you know that your reputation preceded you at Board meeting the other night in that one of our Board members commented on your many successful projects in Ventura County.... I really appreciate the fine work your team has done and continues to do for VCOE and our Camarillo [Special Education] School project.”

**- Poul Hanson, Facilities Director
Ventura County Office of Education**

Select Project Experience

City of Simi Valley

On-call Contract Planning Services

Simi Valley, California



Rincon has provided assistance to the City of Simi Valley’s Environmental Services Department, performing a range of tasks administrative, current planning, and long-range planning assignments to assist in relieving City staff workload. Administrative tasks include assisting with the City’s EnerGov launch, website updates, GIS software updates and maintenance, and responding to records requests. Rincon’s contract planner also processed current planning applications; tasks included completeness and conformance review and the preparation of staff reports, resolutions, and conditions of approval. Long range planning tasks include the successful adoption of wireless facilities, beekeeping, and single room occupancy ordinance updates. Rincon also routinely reviews environmental technical reports prepared by applicant teams for CEQA and technical accuracy.

Additionally, Rincon teamed with Veronica Tam and Associates to prepare the City’s 6th cycle Housing Element Update team. Rincon’s role involved facilitating regular meetings with City staff and working closely with our GIS team to review and analyze the site inventory from the 2013-2021 Housing Element to prepare an updated inventory of opportunity sites. The City initially assumed that housing opportunities identified would be consistent with the land use densities described in the 2012 General Plan. As such, Rincon originally proposed an Addendum to the General Plan Environmental Impact Report (EIR) as the appropriate level of environmental review for the proposed project. As Rincon developed the site inventory, it became apparent that the inclusion of new sites would warrant further environmental review. After bringing this to the City’s attention, Rincon prepared an Initial Study-Mitigated Negative Declaration (IS-MND) to comply with CEQA requirements.

Rincon is also assisting the City in the update of the Safety Element for consistency with the recently adopted Ventura County Multi-Jurisdictional Hazard Mitigation Plan. Rincon updated the Safety Element in 2021 in conjunction with the adoption of the 6th cycle Housing Element prior to the adoption of the Hazard Mitigation Plan.

Reference Info:

Stratis Perros, Environmental Services Director
 City of Simi Valley
 2929 Tapo Canyon Road
 Simi Valley, California 93063
 805-583-6307 | sperros@simivalley.org

Dates: October 2017 to Present

City of Oxnard

On-call Permit Processing

Oxnard, California



Rincon staff have been trusted contract planners since 2014, acting as an extension of staff to provide current and long-range planning services. Rincon's contract planners process a variety of projects ranging from wireless communication facilities to complex, high-profile projects. Project that Rincon staff have managed include:

- Management of conditions compliance and construction improvements for development of the Sakioka Farms Business Park Specific Plan area
- Plan checks for Wagon Wheel development, a mixed-use development comprising approximately 1,500 residential units and 50,000 square feet of commercial uses
- Coastal development permits for residential projects
- Dozens of ministerial wireless telecommunication facility applications
- Preparation of an inclusionary housing ordinance
- Oversight of the preparation of the 6th Cycle Housing Element
- Zoning Code and Downtown Code updates pursuant to programs in the 6th Cycle Housing Element

Reference Info:

Kathleen Mallory, Planning & Environmental Services
Manager
City of Oxnard
214 S. 'C' Street
Oxnard, California 93030
805-385-7858 | kathleen.mallory@oxnard.org

Dates: 2014 to Present

County of Ventura

Land Use Planning Services

Ventura County, California



Rincon currently assists the City of Ventura’s Resource Management Agency, Planning Division with contract planning and environmental planning services. Serving as an extension of City Staff, Rincon’s responsibilities include reviewing and processing a variety of development applications ranging from ministerial zoning clearances for simple single family residential additions and swimming pools, to complex conditional use permits for industrial and agricultural projects. Rincon planners coordinate directly with applicants to facilitate processing of planning applications in an expeditious and courteous manner.

In addition, Rincon prepares project-related CEQA and NEPA documentation and conducts peer review of applicant-submitted noise studies for accurate characterization of proposed projects and potential noise impacts, as well as for technical adequacy in noise modeling. Our environmental technical experts have performed objective peer review for technical studies and attended Planning Commission and Board of Supervisor hearings to provide technical expertise. Throughout this assignment, our team of dedicated planners is working directly with the County of Ventura Planning Division to oversee or participate in all aspects of the public involvement, land use planning, and environmental planning process.

Reference Info:

Dates: February 2018 to Present

Dave Ward, Planning Director
 Ventura County Public Works Agency
 800 South Victoria Avenue
 Ventura, California 93009
 805-654-2481 | dave.ward@ventura.org

City of Malibu

On-call Contract Planning

Malibu, California



Rincon provided contract planning services to the City of Malibu from 2013 to 2021 and from 2022 to present. Rincon contract planners processed dozens of coastal development permit applications for single-family residential development on parcels with physical constraints such as bluffs, landslides, archaeological resources, steep slopes, environmentally sensitive habitat areas, and visual resources. Rincon staff also processed permit applications for controversial commercial projects and the Civic Center Way Improvements project. This role involved reviewing applications for conformance with City policies and development standards, conducting site visits, coordinating directly with applicants, City staff, and other reviewing bodies, preparing agenda reports and resolutions, and presenting projects before decision-makers at public hearings. Rincon staff routinely draft agenda reports and resolutions on behalf of case planners and are continuing to assist the Planning Department by performing completeness and conformance reviews and preparing agenda reports for development projects on behalf of City staff.

Reference Info:

Adrian Fernandez, Assistant Planning Director
City of Malibu
23825 Stuart Ranch Road
Malibu, California 90265
310-456-2489 x482 | afernandez@malibucity.org

Dates: June 2013 to August 2021 and November 2022 to Present

City of Camarillo

Climate Action Plan and Safety Element Update with Supporting California Environmental Quality Act Analysis and Support, and Sustainability Master Plan

Camarillo, California



Rincon is currently working with the City of Camarillo to prepare the City's inaugural Climate Action Plan (CAP), an updated Safety Element, and a Sustainability Master Plan (SMP) for Municipal Operations. The CAP and Safety Element are being completed in tandem and are anticipated to be finalized in 2024, based on the City's preferred schedule. It is anticipated that the CAP will guide Camarillo towards reducing greenhouse gas (GHG) emissions to meet the State goal to reduce GHG emissions 40 percent below 1990 levels by 2030, and to achieve carbon neutrality by 2045. The Safety Element Update will build on the work previously done as part of the original Safety Element and will include additional climate vulnerability analysis, such as wildfire and evacuation risk analysis.

Like the CAP, the primary purpose of the City's SMP is to provide a specific roadmap for Camarillo's municipal operations to become more sustainable and resilient to climate change, while reducing GHG emissions. As part of the SMP, the Rincon team completed waste and energy audits to determine which areas have the greatest room for growth. Additionally, the SMP serves as a planning resource for City staff and stakeholders, outlining the metrics for success (e.g., key performance indicators), responsible departments, potential sources of funding, and key partners for future sustainability projects. The SMP identifies areas for Camarillo to grow as a sustainability leader by identifying strategy gaps, and future opportunities for sustainability action.

The City will utilize this opportunity to highlight and build-on past achievements, identify current opportunities for sustainability improvement projects, and be a resource for future sustainability planning projects. The CAP, Safety Element, and SMP are each being developed to anticipate sustainability and climate-related challenges and to ease transitions to make action seamless for City staff and elected representatives, as well as community members, partners, and other stakeholders. Each of these plans builds on existing sustainability leadership in Camarillo and because they are being completed in tandem, there is considerable effort being made to establish clear continuity between the plans, while establishing unique sets of goals and metrics to be included in each plan.

Reference Info:

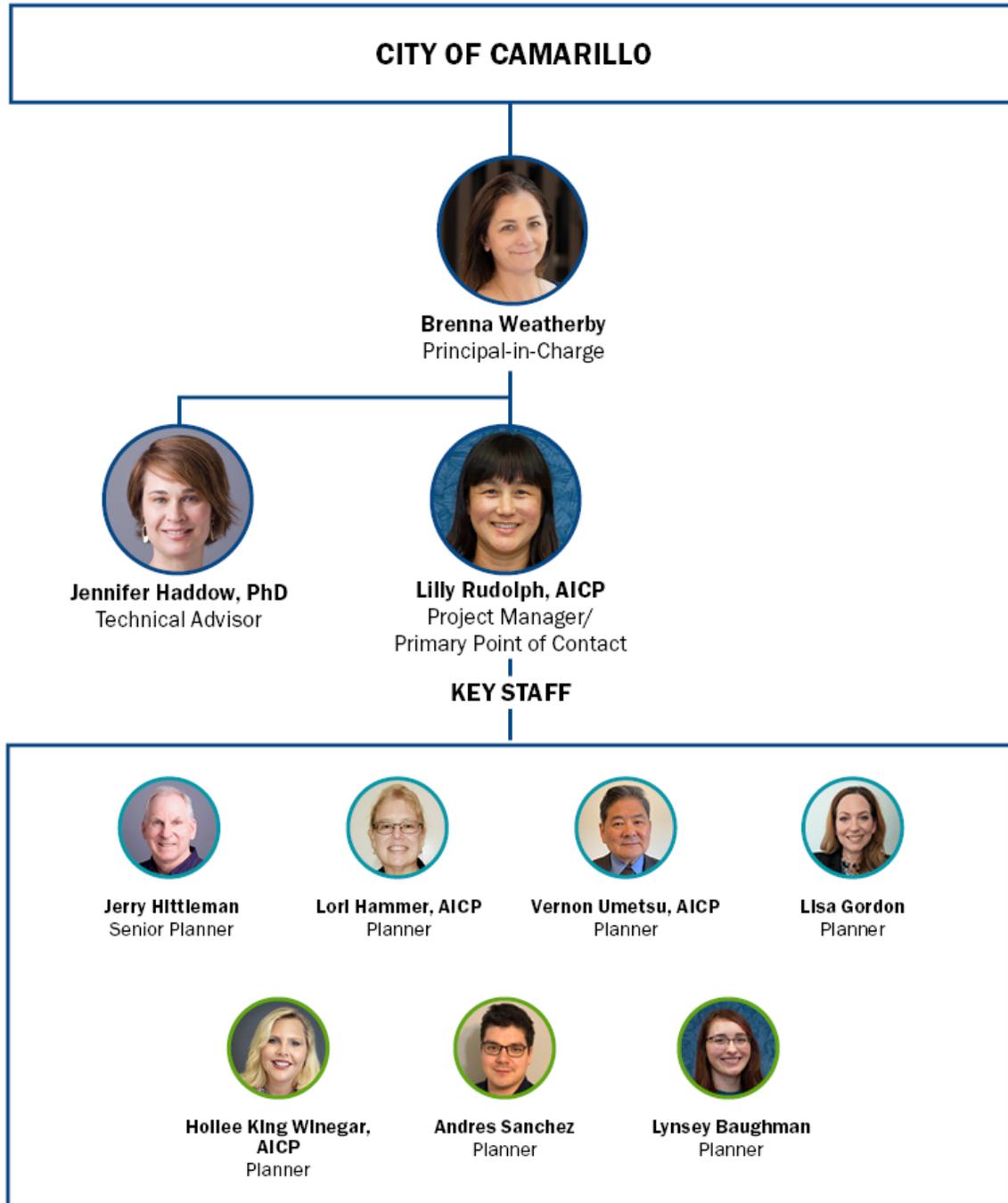
For the CAP/Safety Element:
Jackie Lee AICP, Planning Manager
805-383-5616 | jlee@cityofcamarillo.org

For the SMP:
Michelle Glueckert D'Anna, Assistant to City Manager
805-388-5370 | mdanna@cityofcamarillo.org
City of Camarillo
601 Carmen Drive
Camarillo, California 93010

Dates: April 2022 to Present

Staff Experience

Rincon has assembled a team of highly skilled planning professionals who combine extensive technical qualifications and several years of experience working in the region. The proposed team has a history of collaborating on planning projects by sharing information on best practices, recent legislation, and productivity tool and by providing peer review. Resumes for all key team members are included on the following pages. Illustrated below is the composition of our team.





Brenna Weatherby

Role: Principal-in-Charge

Brenna is an Environmental and Long-Range Planning Principal and has over 20 years of experience in city planning, long-range community planning, discretionary permit processing, and environmental analyses throughout California. Her areas of expertise include planning and zoning compliance, housing development, general plan, specific and master plan preparation, community outreach, CEQA/NEPA analysis and compliance, and local facilities analysis. She currently leads housing element updates, public engagement efforts, and associated environmental analysis in jurisdictions across California. Her experience with housing assessment and needs analysis, and the creation of housing goals, policies, and quantified objectives, allows her to develop creative solutions for communities facing large housing allocations. She is also skilled at leading multidisciplinary teams through strategic planning sessions and neighborhood forums for controversial projects, and working closely with developers, citizens, city staff, and political stakeholders throughout the planning process.

EDUCATION

MCP, City Planning, San Diego State University
 BS, Environmental Policy Analysis and Planning, University of California, Davis

YEARS OF EXPERIENCE

20+

SELECT PROJECT EXPERIENCE

Principal-in-Charge, City of Menifee – On-Call Planning Services, Menifee

Brenna served as the Principal-in-Charge and On-Call Contract Program Manager for all professional planning services provided to the City of Menifee since 2018, including contract planning/staff extension services, development review, and project-related CEQA documentation. She has provided staff oversight, interfaced with City staff and developers, and contributed to project review through technical planning and CEQA guidance on a number of projects, including the Menifee Valley Ranch Specific Plan, the On Deck project, and the Bradley/Holland subdivision.

Technical Advisor, City of Port Hueneme – General Plan Update, Port Hueneme

Brenna provided technical advisory services for the City’s 6th Cycle Housing Element Update. This project was completed simultaneously with a larger, comprehensive update to the General Plan. Brenna advised Rincon staff during the site inventory identification process and during the analysis of fair housing practices in the city. The project recently received a 2022 Association of Environmental Professionals (AEP) Central Coast Award of Merit and a 2022 American Planning Association (APA) Central Coast Award of Excellence.

Project Manager, City of Goleta – Goleta Train Depot Master Plan and Environmental Impact Report, Goleta

Brenna served as Project Manager for all land use, community engagement and environmental planning aspects of the Goleta Train Depot project. Phase 1 of the project involved the preparation of a Master Plan, which will guide future redevelopment of the train depot. As part of the project, Rincon developed and executed a large-scale public engagement program to solicit feedback from the community regarding desired amenities and services at the train depot. The Goleta Train Depot Master Plan received Merit Awards from the Central Coast Chapter of the APA and the California Chapter of the Association of Environmental Professionals in 2020. Phase 2 of the project involved the preparation of an EIR for the project, and CEQA documentation for nearby roadway improvements. All CEQA documentation was certified in early 2022.

Principal-in-Charge, City of Camarillo – Housing Element Update, Camarillo

Brenna oversaw the City of Camarillo’s update of its Housing Element to meet the City’s 6th Cycle Regional Housing Needs Assessment allocation covering the period of 2021-2029. Rincon prepared the Housing Element update, submitted it to the California Department of Housing and Community Development (HCD), and helped

On-call Professional Planning Services

the City respond to HCD comments, revised the Draft Housing Element, and assisted the City with public outreach. Rincon also developed content for and maintained an Housing Element update website for the City and provided CEQA review for the project.

Project Manager, California State University, Fullerton – Master Plan Update, Orange County

Brenna provided project management, land use and environmental planning, and public engagement services to California State University (CSU), Fullerton for the Master Plan Update project. Brenna provided land use and environmental guidance while the university developed design ideas to be included in an update to their 2003 Master Development Plan. This included spearheading ongoing communication with neighboring jurisdictions and the CSU Chancellor's Office, and actively participating in the CSUF Stakeholders Group. Following development of the proposed land use plan for future on-campus development, Brenna led the team responsible for preparation of the project EIR.

Principal-in-Charge, City of Simi Valley – On-Call Contract Planning Services, Simi Valley

Brenna is currently serving as the Principal-in-charge for the Simi Valley On-Call for Contract Planning Services. Rincon has provided assistance to the City of Simi Valley's Environmental Services Department, performing a range of tasks administrative, current planning, and long-range planning assignments to assist in relieving City staff workload. Administrative tasks include assisting with the City's EnerGov launch, website updates, GIS software updates and maintenance, and responding to records requests. Rincon's contract planner also processed current planning applications; tasks included completeness and conformance review and the preparation of staff reports, resolutions, and conditions of approval. Long range planning tasks include the successful adoption of wireless facilities, beekeeping, and single room occupancy ordinance updates. Rincon also routinely reviews environmental technical reports prepared by applicant teams for CEQA and technical accuracy.

Principal-in-Charge, City of Corona – Housing Element Update, Corona

Brenna is currently serving as the Principal-in-charge for the Corona Housing Element Update project. Brenna's team is responsible for updating the land inventory analysis determining the City's potential for housing unit production, and Housing Element policies and programs. Brenna crafted the public survey that is being utilized to gauge the community's feelings towards residential development in the City and led multiple stakeholder meetings to engage regional developers and residential services groups in the process. In addition, Brenna's team has also worked closely with HCD to develop fair housing policies that comply with State legislation.

Project Manager, City of Bakersfield – General Plan Update Strategy, Bakersfield

Brenna provided project management and land use consulting services to the City of Bakersfield as they planned for an upcoming update to the City's General Plan. Brenna conducted an analysis of the city's current General Plan to assess the most appropriate approach for the City to utilize for updating their General Plan, focusing on its content, clarity, and intended purpose, assessing the completeness and ease of use associated with the City's General Plan, and recommending additional provisions or other improvements. Our Summary Report provided background information on the general plan update process, identified actions the City can take that will best position the General Plan to effectively and efficiently provide a roadmap to guide future development while achieving the City's vision and goals, examined three options for the next update, and laid out recommended revisions to each element.

Principal-in-Charge, City of Banning – Housing Element Update, Banning

Brenna is currently serving as the Principal-in-charge for the 6th Cycle Housing Element Update for the City of Banning. Brenna is working closely with the City to identify sites suitable for future residential development, including sites that will need to be rezoned to accommodate higher densities, and developed policies and programs that can be implemented to support future development and are consistent with recently approved housing legislation. She is also working closely with staff to educate the general public on housing element requirements and new legislation, and is advising decisionmakers, having recently given a "Housing Element 101" presentation to the Planning Commission and City Council.



EDUCATION

PhD, Biogeochemistry,
University of Aberdeen, UK
MS, Environmental Science,
University of Aberdeen, UK
BS, Environmental Policy
Analysis and Planning,
University of California, Davis
Associate, Institute of
Environmental Management
and Assessment

YEARS OF EXPERIENCE

20+

Jennifer Haddow, PhD

Role: Technical Advisor

Dr. Haddow has over 20 years of professional experience in the field of environmental science and assessment and has prepared and coordinated all levels of environmental documentation for large- and small-scale infrastructure projects, with an emphasis on water supply, treatment, conveyance and quality projects, as well as watershed planning studies. She is a Vice President at Rincon, and currently the Principal-in-Charge of Rincon's environmental on-call contract with the Metropolitan Water District of Southern California and has served as project manager on a number of projects under that contract. In addition, she has managed or served as the Principal-in-Charge for the environmental documentation/compliance processes for several of Rincon's water-agency clients, including Water Replenishment District of Southern California, West Basin Municipal Water District, Central Basin Municipal Water District, United Water Conservation District, Coachella Valley Water District, and Las Virgenes Municipal Water District. Dr. Haddow's philosophy is to provide excellent, "no-surprises" consultancy advice and expertise to her clients. This includes advising on both environmental and stakeholder issues which may arise during the documentation process and also the implications of decisions made as part of CEQA and NEPA processes that could impact schedules and costs as a project progresses through design and construction.

SELECT PROJECT EXPERIENCE

Principal-in-Charge, City of Camarillo – Dizdar Park Renovation and Expansion Project, Camarillo

Rincon prepared an EIR for the renovation and expansion of Dizdar Park in Camarillo. The Cultural Resources Study analyzed potential impacts to the on-site former fire station building, a known historical resource, and the former Chamber of Commerce building, as well as potential archaeological and tribal cultural resources impacts. Rincon coordinated with the City and stakeholders interested in the cultural/historic resources on the project site to ensure agreement on proposed mitigation measures. Rincon archaeological staff also provided support to the City during Assembly Bill (AB) 52 tribal consultation. Additionally, the site's short- and long-term hazard conditions were examined in the Phase I Environmental Site Assessment (ESA). Rincon also conducted an asbestos and lead-based paint survey on the existing on-site buildings due to their age. Rincon provided the City with additional support for public meetings, including preparing and distributing notices for the meetings, and attending and participating in the meetings. The Final EIR was certified by the City Council in March 2023. Rincon continues to provide environmental support to the City through the construction bid phase.

Principal-in-Charge, City of Camarillo - Camarillo Wastewater Treatment Plan Climate Change Action Plan, Ventura County

The Climate Change Action Plan describes the climate change-related effects associated with the Camarillo Wastewater Treatment Plant (Plant) owned and operated by the Camarillo Sanitary District. The Plant is a critical facility located in a potential high fire risk area and a Federal Emergency Management Agency (FEMA)-mapped floodway. The Plant is also approximately 100 feet north of a mapped landslide zone. Climate change is projected to increase the frequency and severity of wildfires and floods and result in longer drought conditions. The Camarillo Climate Change Plan details the impacts climate change could have on the Plant operations and identifies adaptation policies. Rincon prepared a technical appendix that included a comprehensive review and analysis of the local, regional, and state documents to provide a framework for policy development in the Plan.

Principal-in-Charge, United Water Conservation District – Environmental Services On-Call, Ventura County

Dr. Haddow manages Rincon’s on-call contract to provide consultancy support to the United Water Conservation District (United). Relevant to this RFP, Dr. Haddow oversaw environmental documentation for United’s Iron and Manganese Treatment Project. Rincon prepared CEQA-Plus compliant environmental documentation for this project, including biological, cultural, paleontological, and air quality technical studies, as well as a CEQA Categorical Exemption document. These studies were successfully used to support funding pursuits and streamline federal environmental review. This project recently received funding under the Proposition 1 IRWM Implementation program. Key projects Dr. Haddow has managed under this contract are listed below.

- Recycled Water Pipelines Project. This scope of work includes preparation of a CEQA-Plus IS-MND for this project, located in Ventura County. The project consists of expanding the area's existing recycled water system to meet current water demands. It involves two sections of new pipeline that would transmit recycled water generated at the City of Oxnard's Advanced Water Purification Facility. These pipeline sections are located in local roadways: Riverpark-Saticoy Pipeline (15,000 feet) would extend existing recycled water pipeline in the Riverpark development in Oxnard to groundwater recharge basins in northern Saticoy; and Riverpark-Central Pipeline (4,500 feet) would connect the Riverpark-Saticoy Pipeline to an existing United pipeline in Central Avenue in order convey recycled water to the Pumping Trough Pipeline and Pleasant Valley County Water District customers.
- Santa Felicia Dam Safety Improvement Project. Rincon is providing project management assistance to United for the ongoing Federal Energy Regulatory Commission (FERC) non-capacity relicensing process at Santa Felicia Dam. In this capacity, Rincon is functioning as an extension of UWCD engineering/environmental staff, including with respect to the management of consultants preparing CEQA/NEPA documentation for the project, and coordination with regulatory agencies such as but not limited to FERC and National Marine Fisheries Service on behalf of United. The FERC Non-Capacity License Amendment process is related to two engineering design enhancement projects proposed at the Santa Felicia Dam in Piru, California.
- Iron and Manganese Treatment Project. Dr. Haddow oversaw a team to prepare CEQA-Plus compliant environmental documentation for United, including biological, cultural, paleontological, and air quality technical studies, as well as a CEQA Categorical Exemption document. These studies were successfully used to support funding pursuits and streamline federal environmental review.

Principal-in-Charge, California State University, Channel Islands – Specific Reuse Plan Amendment Focused EIR and Regulatory Permitting, Ventura County

Rincon prepared an EIR analyzing a comprehensive update to the CSU Channel Islands (CSUCI) Specific Reuse Plan, originally adopted by the Site Authority in 2000. This is the fifth comprehensive EIR Rincon has prepared to assess ongoing development of the CSUCI campus. The Specific Reuse Plan governs land development of the university’s East Campus complex. Since its adoption, extensive development has occurred resulting in a sizeable residential community and a mixed-use town center located at the pivot of the East Campus and the academic core. The proposed Specific Reuse Plan primarily addressed plans to increase residential density on the remaining development parcels and evaluated impacts to the drainage systems from those changes. The Amendment EIR evaluated provision of parks, trails, pathways and other community amenities in the context of the requirements set forth in the Campus Master Plan.



Lilly Rudolph, AICP

Role: Project Manager

Lilly is a Senior Program Manager responsible for managing current planning assignments and long-range planning documents for municipal planning agencies. Over her career in planning, community development, and economic development, she has developed a broad background of experience ranging from preparing long range planning documents to processing residential, commercial, agricultural, and industrial development applications and infrastructure projects for cities and counties. Lilly has prepared and/or managed general plan updates, design guidelines, specific plans, historic resource surveys, and ordinances and is experienced in the preparation and management of CEQA documents for plan areas and development projects.

EDUCATION

MPA, Baruch College, City University of New York
 BA, International Relations, University of California, Davis

CERTIFICATIONS/REGISTRATIONS

American Planning Association, American Institute of Certified Planners (no. 023166)

AFFILIATIONS

Central Coast Section of the California Chapter of the American Planning Association Board Member (2011 to 2018, 2020 to present)
 American Planning Association California Chapter Conference Mobile Workshop Chair (2019)
 Leadership Ventura (2013 to 2014)

YEARS OF EXPERIENCE

18

SELECT PROJECT EXPERIENCE

Project Manager, City of Oxnard On-Call Permit Processing, Oxnard

Lilly oversees a team of planners to provide current and long-range planning services. Rincon's contract planners process a variety of projects ranging from the development of complex and economically important Sakioka Farms Business Park Specific Plan area and Wagon Wheel development to processing conditional use permits for commercial projects and dozens of ministerial wireless telecommunication facility applications. Our long-range planning team is preparing an inclusionary housing ordinance and other ordinance updates to implement programs of the 6th Cycle Housing Element update and is managing the City's Housing Element consultant. In this role, Lilly is managing the preparation of a zoning code update and CEQA Guidelines update.

Project Manager, City of Oxnard On-Call Environmental CEQA/NEPA Consulting Services, Oxnard

Lilly is the project manager and point of contact for Rincon's On-Call Environmental CEQA/NEPA Consulting Services contract with the City of Oxnard. In this capacity, Rincon's CEQA and NEPA technical team prepares CEQA negative declarations, mitigated negative declarations and EIR and NEPA environmental assessments and environmental impact statements.

Project Manager, County of Ventura - Land Use Planning Services, Ventura

Lilly oversees the Rincon contract with the County of Ventura's Resource Management Agency, Planning Division for land use planning services. In this capacity, she oversees a team of planners who act as an extension of City staff. Rincon planners review and process a variety of development applications, ranging from zoning clearance for simple single-family residential additions and swimming pools, to complex conditional use permits for industrial and agricultural projects, and other types of applications requiring the issuance of various levels of administrative or discretionary review.

Project Manager, Professional Planning Services, Simi Valley

Lilly oversees Rincon's Professional Planning Services contract with the City of Simi Valley. The Rincon team has performed current planning, long-range planning, GIS services, and environmental review assignments for the City since 2017. Lilly is currently overseeing updates to the Safety Element following the adoption of the County of Ventura Multi-Jurisdictional Hazard Mitigation Plan.

Project Manager, City of San Marino – Various Projects, San Marino

Lilly managed a team of planners to provide on call professional planning services. She coordinated with City staff to assess the complexity and status of various projects, assigned cases to Rincon planners commensurate to their experience, provided quality assurance for all deliverables, and ensured that deadlines were met.

Project Manager/Contract Planner, City of Malibu – Various Projects, Malibu

Lilly has provided contract planning services for the City of Malibu for 7 years. In this capacity, Lilly reviews applications for conformance with City policies and development standards, coordinates with applicants, City staff, and other reviewing bodies, prepares staff reports and resolutions, and presents projects before decision-makers at public hearings. Lilly processed complex and controversial development projects on parcels with physical constraints such as bluffs, landslides, archaeological resources, steep slopes, environmentally sensitive habitat area, and visual resources. As an extension of staff, she made every effort to quickly adopt the City's workflow processes, writing and communication styles, and seamlessly integrate into the workplace culture.

Project Manager/Contract Planner City of Grover Beach – 1400 Ramona Avenue, Grover Beach

Lilly served as an extension of City staff to process complex land use permit applications, including a development for a three-unit apartment complex and two live/work units. The project involved a General Plan amendment, zone change, and conditional use permit and preparation of a mitigated negative declaration. She coordinated with City staff for interdepartmental staff review and facilitated the collection of staff review comments, and corresponded with applicants, staff, and others to resolve outstanding issues. She also reviewed all technical documents and development plans for consistency with the City of Grover Beach General Plan, Zoning Ordinance, and other applicable planning document, and prepared staff reports, resolutions, and conditions of approval and presented staff reports and technical documents to the Planning Commission and City Council, and prepared final approval documents and complete planning department plan checks.

Project Manager, City of Simi Valley – Sixth Cycle Housing Element Update, Simi Valley

Lilly was the Project Manager for the Simi Valley Housing Element Update. The project involved updating the City's Housing Element to comply with state law. Lilly worked closely with the City to identify sites suitable for future residential development, including sites that have been rezoned to accommodate higher densities, and developed policies and programs that can be implemented to support future development and are consistent with recent housing legislation. She also coordinated with HCD staff to revise the Housing Element consistent with HCD direction.

Contract Manager, Contract Planning Services, City of Guadalupe – Various Projects, Guadalupe

Rincon provided full-service staffing of the Planning Department for the City of Guadalupe from 2006 to 2017. The City has no in-house Planning staff and as such Rincon was responsible for all Planning Department functions and reported directly to the City Administrator. This included processing of all development applications, long-range planning functions, staffing the Planning Commission, fielding development inquiries and pre-application meeting requests, identifying and implementing process improvements, and assisting the City with prioritizing planning resources and programs. Rincon also provided CEQA compliance services for the City.

Project Manager/Contract Planner, City of Ventura – Auto Center Specific Plan Amendment, Ventura

Lilly was the project manager and contract planner for the Auto Center Specific Plan amendment and associated a mitigated negative declaration. The project involved amending a specific plan that was originally adopted in 1987 to dedicate a region that would be strictly for automobile sales uses. The amendment increased the size of the specific plan area and amended sign regulations, decision making authority, allowed uses, lighting standards, and the circulation plan. The project implemented the City's Economic Development Strategy goal to improve Auto Center accessibility, visibility, and circulation. The primary intent of the specific plan amendment was to construct new signage throughout the specific plan area, including a new multiple-user electronic reader-board sign. The City and the property owner entered into a sign agreement to control the content of the sign and to dedicate usage to City public service announcements. The project review process involved a public workshop with the adjacent residential neighborhood. Lilly oversaw the preparation of the mitigated negative declaration, which analyzed potential impacts related to aesthetics and cultural resources and included photo simulations of the reader-board sign.



Jerry Hittleman

Role: Senior Planner

Jerry is a Senior Planner specializes in managing a variety of long range and current planning projects, including but not limited to, long-range planning studies, zoning code updates, entitlement review, HCD Annual Progress Reports, processing, and environmental review of a wide range of cannabis projects in various cities in California. Jerry leads the cannabis permit processing for Monterey County under Rincon’s current on-call services contract, as well as Rincon-assigned development and cannabis permitting projects for the cities of Salinas and Greenfield. Currently, he is also leading wireless permit processing for the City of Monterey.

Jerry has written a variety of planning ordinance documents, including Density Bonus/Affordable Housing ordinances, Accessory Dwelling Unit ordinances, and Coastal Zoning Ordinances. He has also acted as the Senior Planner for the Downtown Overlay District for the City of Selma in Fresno County.

EDUCATION

MA, Regional and Urban Planning, University of Colorado, Denver

BA, Architecture and Environmental Studies, University of New Mexico

AFFILIATIONS

American Planning Association

YEARS OF EXPERIENCE

30

SELECT PROJECT EXPERIENCE

Senior Contract Planner, City of Monterey – Processing Wireless Projects, Monterey

Jerry provides on-call contract planning support to the City of Monterey, related to the review of wireless facility applications received by the City. This includes the review of applications for completeness and preparation of incomplete letters, as appropriate; tracking the Federal Communications Commission (FCC) “shot clock” deadline for applications; close coordination with City staff and project applicants; evaluation of radio frequency exposure; and preparing legal notices for public hearings.

Senior Contract Planner, County of Monterey – On-Call Cannabis Permit Processing, Monterey County

Rincon was recently contracted by Monterey County to assist with processing cannabis permitting applications under an on-call agreement. Under this effort, Rincon staff operates as an extension of County staff for as-needed preparation of staff reports and resolutions for multiple applications. As part of this assignment, Rincon reviews each application for completeness as well as consistency with an adopted programmatic IS-MND, coordinates with County staff and project applicants, prepares incomplete and complete letters, and prepares staff reports. Jerry is the lead planner and project manager for the permitting effort.

Quality Assurance/Quality Control, City of Salinas – Cannabis and Development Permitting Program, Salinas

Rincon has provided contract planning and environmental review services to the City of Salinas under an on-call contract since 2017. Under this agreement, Rincon provides staffing for the oversight of the City’s cannabis-related permitting program, which includes processing new business permit requests, coordination with applicants, coordination with state agencies, and preparation of regulatory materials for permitted facilities. Rincon is also responsible for tracking post-approval requirements as well as processing new or amendment permits. Jerry provides senior-level support and Quality Assurance/Quality Control review for this program as well as for processing select development permits for the City.



Lorri Hammer, AICP

Role: Planner

Lorri has been a transportation and current planning specialist in public and private practice in Santa Barbara and Ventura counties for 29 years. Her professional experience with municipal agencies includes management of current planning and counter teams; serving as Zoning Administrator and Hearing Officer; departmental reviewer for all staff reports and correspondence; and implementer of several enterprise permitting systems. Lorri has created and revised zoning ordinances, customer handouts, and departmental processes and procedures to implement streamlining and improve customer service. As departmental report reviewer, she was responsible for quality and consistency for the department, requiring her to be well versed in all aspects of planning, housing development, and implementation of state law and ordinances. With a background in Public Works Lorri managed many high-profile and complex planning projects from development of 1000 acres of hillside property to over 2000 production, custom and affordable housing units. Lorri was responsible for the master planning, design and entitlement of more than 1 million square feet of commercial and industrial space. With her design skills she has implemented facade renovation programs and authored residential design guidelines. Lorri designed and managed a successful Massage Permitting and Enforcement program and implemented alcoholic beverage saturation ordinances and conditions. Lorri is FEMA-trained for Emergency Operations Centers and has led logistics procurement and public briefing presentations, and acted as Situation Unit Status Leader working through several operational events. Lorri has earned the admiration of colleagues and administrators in her ability to think quickly, speak honestly, and train staff and the public on complex topics, and has been an invaluable resource in leading teams and private clients.

EDUCATION

BA, Environmental Studies,
Urban Planning Emphasis,
University of California,
Santa Barbara

CERTIFICATIONS/ REGISTRATIONS

Traffic Engineering Academy
Certificate Program,
Northwestern University
(1991)

ITE Transportation Planning
Certificate Program, Berkley,
CA (1991)

AFFILIATIONS

American Institute of Certified
Planners (AICP)

City/FEMA Emergency
Management/Situation Unit
Status Leader

American Planning
Association

Board Member, Brekke PTA
(2007-2015)

Board of Directors, Ventura
County Foster Parents
Association (2005-2007)

YEARS OF EXPERIENCE

30+

SELECT PROJECT EXPERIENCE

Contract Planner and Senior Planner/Project Manager, City of Simi Valley – Big Sky/Sand Canyon/Whiteface Specific Plan, Simi Valley

Lorri began as Contract Planner and later permanent Staff Planner solely responsible for the management, coordination, implementation, planning plan check and inspection of the Master Plan for the Sand Canyon portion of the Whiteface Specific Plan known as Big Sky. This project included greenfield development on 1,000 acres of hillsides with 771 production and custom homes subject to the City's Hillside and Grading Ordinances. The 10-phase project included a public park and dog park, HOA common areas, affordable housing agreement, wildlife migration corridors and crossings, trails, stream, regional detention basin, fire station, helispots, substantial landscaping and common area infrastructure. Work includes multiple updates to the Specific Plan, three tract design plans, substantial grading, seven neighborhoods, dedication of wildlife conservation and movement corridors, an affordable housing buy-out agreement, and development of custom home development processes.

Principal Planner, City of Simi Valley – Town Center Mall Renovation and Highway Signs, Simi Valley

As Project Manager, Lorri was responsible for the redevelopment of the Simi Valley Town Center Mall containing 435,000 square feet of open-air mall with two anchor stores. Development work included redesign of the mall's west end to incorporate a theater, parking keyhole, additional parking field and restriping, restaurants, stores, free-standing pads and pedestrian amenities. This high-profile project included the implementation of highly controversial highway pylon signs, implementation of wayfinding signs, consideration of conversion of an anchor store to residential development, and updates to master agreements plans, landscaping and Specific Plan.



Vernon Umetsu, AICP

Role: Planner

Vernon has over 28 years of experience as a planner in the public and private sectors in California, Washington, Hawaii, and Alaska. His experience includes preparing commercial and residential subarea plans; plan implementation documents addressing Coastal Zone and multi-family development standards, permit streamlining, annexations, inter-city boundary adjustments, and fiscal impact analyses; General Plan or Specific Plan element updates associated with land use, housing, utilities, and transportation projects; and over 150 developments that were reviewed by Planning Commissions and City Councils.

Additionally, Vernon has extensive experience presenting to large groups (300+), Planning Commissions, and elected Councils. He was a representative on technical advisory boards including the South King County technical housing, the Everett-Seattle-Tacoma Multi-modal Transportation System Technical Advisory Committee, and the Puget Sound “Brownfields” (Pollution Clean-up Standards) Technical Advisory Committee.

EDUCATION

Master of Urban and Regional Planning, University of Hawaii
BA, Political Science – Public Administration, University of Hawaii

CERTIFICATIONS/ REGISTRATIONS

American Institute of Certified Planners (no. 005648)

YEARS OF EXPERIENCE

38+

SELECT PROJECT EXPERIENCE

Contract Planner, City of Livermore – Various Projects, Livermore

Vernon is a contract planner for the City of Livermore. Select projects include:

- Design review for 172 condominiums in 13 buildings, and a vesting tentative tract map. Issues included: (a) resolving Specific Plan architectural guidelines (for modern architecture) that conflicted with verbal Planning Commission guidance (for traditional architectural features), (b) ensuring that minimum density was achieved while providing neighborhood and resident supportive design, (c) ensuring that site infrastructure did not conflict with regional and City utility easements, and (d) working with an occasionally aggressive applicant. Construction plans are now being reviewed.
- Review of a replacement wireless telecommunication facility including (a) explaining FCC Rule 6409(a) does not apply (a new tower and base station is proposed), (b) ensuring that the monopine is conditioned and shown in plan details, to provide the level of camouflage and realism shown on the photo-simulations and (c) showing compliance with the Local and State Government Advisory Committee requirements for safe operation and City priority location criteria.
- Review of a hazardous waste transfer facility that is State-exempt but requires a City Conditional Use Permit. Issues include: (a) a permit time limitation in light of the rail-transit supportive redevelopment planning for the area, (b) illegal removal of protected trees after application had been made, and (c) resolving what street-frontage and on-site improvements will be required to meet Code requirements while recognizing the anticipated property redevelopment.
- Review of smaller site improvements with issues such as: (a) not destabilizing nine, off-site trees with a new retaining wall, (b) ensuring that proposed oil and gas facilities are screened from adjacent streets and a regional park, and (c) using wildlife-supportive shrubs to screen a new, 800-foot-long, masonry wall.

Contract Planner, City of Madera – Various Projects, Madera

Vernon works as a contract planner for the City of Madera and the City of Livermore on subdivision and administrative design review projects.



Lisa Gordon

Role: Planner

Lisa is a community planner with over 15 years of experience in managing complex entitlement projects, specific plans and CEQA documents, as well as preparing and implementing general plans, housing elements and development codes in Southern California, primarily in the Inland Empire. In her previous position as the Planning Manager of the City of Menifee, she managed the Planning Department of one of the fastest growing cities in the State of California for over six years. She is currently an on-call Community Planner for Rincon Consultants and has worked on a variety of projects, including a mixed-use specific plan in Thousand Oaks, a residential specific plan in San Bernadino, and zoning updates for Oxnard.

EDUCATION

BS, Political Science, Magna Cum Laude, California State University, Fullerton

BS, American Studies, Magna Cum Laude, California State University, Fullerton

YEARS OF EXPERIENCE

15

SELECT PROJECT EXPERIENCE

Project Planner, City of Oxnard – Senior Planner for Multiple Current Planning Projects, Oxnard

Lisa is serving as the senior project planner for a variety of projects within the City of Oxnard, including a four-story, 25 dwelling unit mixed use building; an apartment project, industrial condominium map, and Dunkin Donuts.

Project Planner, City of Oxnard – Development Code Updates for Housing Element Compliance, Oxnard

Lisa assisted the City of Oxnard with preparation of draft development code updates, including sections related to Residential and Commercial land use standards, objective development standards, and single room occupancy. She worked with team members to prepare the updates expeditiously and ensure they were consistent with State Housing laws.

Project Planner, City of Berkeley – Senior Planner for Multiple Current Planning Projects

Lisa is serving as the senior project planner for a variety of mixed-use projects within the City of Berkeley, including an eight-story, 28 dwelling unit mixed use building; an eight-story, 257 dwelling unit mixed use building; and, an eight-story, 74 dwelling unit mixed use building. The projects involve complicated issues, including historic and landmark structures, state density bonuses, waivers and concessions.

Deputy Project Manager, Encore Capital Management – University Hills Specific Plan, San Bernadino

Lisa is the project manager for an amendment to the University Hills Specific Plan to revise the land use plan for approximately 450 residential lots located above CSU San Bernadino. She has revised the Specific Plan document to accommodate the proposed land use changes and helped to coordinate updates to exhibits. Lisa has been able to use her experience and knowledge in identifying and addressing environmental and land use issues related to the project.

Project Planner, The Latigo Group – Hillcrest Specific Plan, Thousand Oaks

Lisa is a planner on the Hillcrest Specific Plan located in Thousand Oaks. The project is for 333 multi-family dwelling units, including a mixed-use building and a four-story apartment building. Lisa prepared the chapters on allowed uses and development standards for the specific plan. She has been instrumental in making edits to the draft text and preparing a detailed analysis of the specific plan's consistency with the City's Objective Design Standards.



Holley King Winegar, AICP

Role: Planner

Holley Winegar is a professional Land Use Planner and Project Manager with over 30 years of experience in both the public and private sectors. She was a public agency planner for 15 years with five public agencies. For the past 15 years, she has provided current and long-range land use planning services to government agencies such as cities, counties, regional agencies, and school districts.

SELECT PROJECT EXPERIENCE

Senior Project Manager, City of Oxnard – On-Call Planning Services, Oxnard

- Industrial Zoning Ordinance. Hollee was the co-lead on the preparation of the City's update to the Industrial Zoning Code. The entire Code was re-written and redesigned to be user friendly. Hollee conducted public workshop meetings, presented draft updates to the City, conducted a Planning Commission study session, and finally, presented the Code update to the City's Planning Commission and City Council.
- Fifth Street Senior Center Design and Outreach Project. Hollee was the project manager for a project to develop a new senior center for the City of Oxnard. The project included working with the Senior Center committee, Oxnard Recreation Center for Adults and Seniors, and the City Recreation Department. Tasks consisted of the development of an RFP to find qualified architects, the selection of the project architect, and managing the design team for public charettes.
- Discretionary Case Review. Hollee managed many discretionary case projects for both residential and commercial projects, including CEQA Review. Tasks included reviewing the project, working with the project applicant, working with the City of Oxnard development advisory committee members, project analysis, preparing staff reports, preparing environmental review documents such as categorical exemptions, mitigated negative declarations, and EIR Addendums. Hollee prepared PowerPoint presentations to Planning Commission and City Council and gave the oral presentations to decision makers.

Senior Project Manager, City of Agoura Hills – On-call Planning Services, Agoura Hills

Holley managed many discretionary case projects for both residential and commercial projects including CEQA Review. Hollee prepared Power Point presentations to Planning Commission and City Council and gave the oral presentations to the decision-makers.

Project Manager, City of Ventura – Wells-Carlos and Citrus II Multi-Use Development Projects, Ventura

Holley was the case planner for the City of Ventura for two multi-use projects in the east end of Ventura. In this role, she worked with the developer to provide insight and direction to them. She analyzed project for compliance to all pertinent planning documents including the zoning ordinance of the municipal code. She coordinated with the project engineer and City Public Works staff to ensure that the project conformed with requirements. Hollee prepared Power Point presentations to Planning Commission and City Council and gave the oral presentations to the decision-makers.

EDUCATION

MPA, Leadership and Public Sector Management, California State University, Northridge

BS, Environmental Biology and Management, University of California, Davis

CERTIFICATIONS/REGISTRATIONS

American Institute of Certified Planners (AICP), #018076

YEARS OF EXPERIENCE

30+



EDUCATION

BA, Environmental Studies and English, University of California, Santa Barbara

YEARS OF EXPERIENCE

1

Lyndsey Baughman

Role: Planner

Lyndsey is skilled in project plan review, entitlement work, and application processing. She is currently responsible for assisting in land use entitlement projects and permitting, contract planning, and report writing. In addition, she is currently becoming more involved with a variety land use, long range, and Housing Element update projects.

SELECT PROJECT EXPERIENCE

Front Counter Planner, County of Ventura – Contract Planning, Ventura County
Lyndsey served as a planner at the Front Counter for Ventura County. Her tasks consisted of interacting with customers on a walk-in basis, reviewing ministerial permits for consistency with the Zoning Code, and processing permits and guiding applicants on next steps in the permit process.

Consulting Wastewater Management Program Planner, City of Malibu – On-Call Environmental Sustainability Department, Malibu
Lyndsey served as part of a team assisting the City's Environmental Sustainability Department with managing the Wastewater Program and issuing Operating Permits alongside City Staff. Her work also included plan and application review and Public Counter assistance.

Planner, City of Oxnard – On-Call Permit Processing, Oxnard
Lyndsey is currently part of a team of contract planners tasked with reviewing and processing applications and materials submitted on a project-by-project basis. Her tasks also include assisting in Staff Report and Resolution drafting for the City and checking for plans' consistency with the City of Oxnard Zoning Code.

Contract Planner, Fresno Council of Governments– Contract Planning, Fresno
Lyndsey is currently assisting as a contract planner in implementing the Fresno Council of Government's effort to ensure that cities within Fresno County are in compliance with AB 1236, AB 970, and by adopting CEQA vehicle miles travelled local thresholds for small cities. Her work includes drafting staff reports, resolutions, and ordinance changes while working alongside planning staff.

Planner, City of San Joaquin Contract Planning – Contract Planning, San Joaquin
Lyndsey is currently assisting the City in reviewing and processing planning applications for projects throughout the city. She also prepares the noticing documents, staff report, and resolution for the respective projects.

Planner, City of Oxnard – Wireless Permitting, Oxnard
Lyndsey serves as a contract planner for the City of Oxnard's wireless application process. She assists the City by reviewing wireless permit applications for consistency with City of Oxnard Zoning Code, plan check consistency, and application completeness.

Planner, Rincon Land Use Entitlement Services – Multiple Projects Throughout Santa Barbara and Ventura Counties, Various Counties/Cities, California
The Land Use Entitlement service line the latest expansion for Rincon's entitlement services. Lyndsey works with Senior Supervising Planner Chris Price throughout many projects' entitlement processes through the approval process. She has been primarily assisting in obtaining permits by working through various application processes for multiple projects throughout Santa Barbara and Ventura counties for both private and public entities. A majority of her work consists of working through the California Coastal Commission's Coastal Development Permit process as well as each City or County's unique permit process in dual-jurisdiction situations.

Organization

About Rincon

Rincon is a multi-disciplinary planning and engineering consulting firm that provides quality professional services to government and industry. From our collective passion to use principals of science, engineering and technology to reimagine and revitalize our neighborhoods, communities and cities, Rincon’s Healthy Communities practice bloomed. In a constantly changing world, we believe our collective prosperity and resilience is intrinsically tied to balancing the adaptation and diverse needs of our communities. The goal of our Healthy Communities practice is to transform places where we live, work, and play through meaningful and inclusive community partnerships. Rincon offers innovative and equitable solutions for environmental, social and climate justice issues that benefit us all. We provide contract planning for a wide range of residential, commercial, and industrial current planning projects, as well as prepare a range of ordinance amendments and General Plan and Specific Plan updates. Regardless of the complexity of each project, we conduct our analysis and public correspondence with careful attention to accuracy and meticulous record keeping. Rincon staff easily function as an extension of City staff, providing the highest quality of service for the City’s current and long-range planning projects. By managing each project with a focus on three primary objectives—economic efficiency, technical excellence, and sustainable approach—we can provide superior service that efficiently and effectively meets the needs of our clients.

Legal Name:
Rincon Consultants, Inc.

Legal Form:
California “S” Corporation

Founded: 1994

Professional Staff: 400+

California Offices: 13

Services

We have categorized our environmental consulting services into six core areas:

- Environmental Sciences and Land Use Planning
- Biological Resources
- Water Resources
- Cultural Resources
- Site Assessment and Remediation
- Sustainability Services

We also maintain a GIS and Graphics Communications group to enhance our documents and support our data analyses for projects addressing issues in these service areas.

One of our key strengths is Rincon’s involvement in projects from “inception to implementation,” which encompasses pre-planning activities (review of land use scenarios, demographic trends, alternative analyses, environmental constraints analysis, technical report preparation, stakeholder coordination), project analysis (emerging trends and policy development, CEQA/ NEPA compliance), approvals (public outreach, land use hearings, HCD, Coastal Commission), and project implementation (design guidelines, zoning, hazards remediation, regulatory compliance services). Rincon provides the advantage of an integrated planning and CEQA team that will work to define existing environmental conditions and achieve an early understanding of potential impacts as a foundation for the policy document to address identified environmental impacts. Rincon supports all phases of the project and understands the many demands that are faced in moving projects forward toward successful implementation.



Ownership Structure

Rincon is overseen by a seven-member Board of Directors. There are 27 active Principals and 18 Directors of the firm, expanded from the four founders. The company has a limited stock ownership program that is available to select employees in addition to the Principals. There are a total of 49 company shareholders.

Office that would Service this Account

This contract with the City will be managed and services will be performed out of Rincon's Ventura office with assistance from our other offices as needed. Contact information for our Ventura office is 180 North Ashwood Avenue, Ventura, California 93003 | 805-644-4455

Insurance Requirements

Rincon meets and exceeds the City's mandatory insurance requirements. Proof of insurance can be provided upon request.



Your keen insight into the special political and land use environment of Ventura County was invaluable in planning the approach to the EIR and your ability to represent effectively the objectives of the University in meeting with diverse community groups made an open and community based process a success."

**- J. Handel Evans, President
California State University, Channel Islands**

2 Description of the Services and Current Availability

Description of the Services

The cornerstone of Rincon’s contract planning philosophy is serving as an extension of City staff, while also placing our broad range of experience and technical expertise at the City’s disposal. We aim to integrate seamlessly into the Planning Division at every level. One of our key strengths for our approach to our planning services is our involvement in projects from “inception-to-implementation” which spans pre-planning through post-construction services as shown in the table below.

Rincon Inception-to-Implementation Planning Services

Pre-Planning	Project Analysis	Project Implementation	Post-Construction
<ul style="list-style-type: none"> Pre-Application Review Meetings with Staff and/or Developer Constraints Analysis Planning Counter Communication Planning Fee Administration 	<ul style="list-style-type: none"> Applications Completeness Review Zoning and General Plan Consistency Commission and Board Meeting Facilitation Planning Commission and City Council Staff Report Presentation 	<ul style="list-style-type: none"> Condition/Mitigation Measure Compliance Administration Final Occupancy 	<ul style="list-style-type: none"> Regulatory Permitting Mitigation/ Construction Monitoring Habitat Restoration

Rincon’s professional planners can provide permit application processing and project management as “dedicated planners,” acting as an extension of, and under the direction of, City staff. We can bring projects from pre-application (including SB330 preliminary applications) through consideration by City decision-makers and post-approval steps and can prepare letters, agenda reports, and resolutions using City templates and writing styles. We prioritize providing excellent customer service to applicants and other stakeholders, understanding the importance of demonstrating that our contract planners are as dedicated and knowledgeable as City staff.

Rincon’s procedure for preparing proposals for individual projects would involve the following steps:

- Receive a request for proposal from the City for an individual project. We assume the City would provide site information, project description, requested entitlements, and general information necessary to prepare a proposal.
- Identify a Rincon planner with appropriate experience commensurate to the complexity of the project and availability necessary to process the application throughout the life of the project.
- Prepare and submit a letter proposal, including a scope of work, staffing, detailed schedule with expected hearing dates, cost breakdown, total Not-To-Exceed cost, and any other information as directed by the City.

Once selected, Rincon’s typical procedure for processing development applications may include, but is not limited to, the following tasks, at the discretion of the City:

- Receive background information and copies of the project applications, site plans, technical reports, and any other relevant documents and studies from City staff.
- Review project applications for completeness and conformance with City codes and policies and provide constructive input to applicants in a timely manner consistent with the Permit Streamlining Act.
- Correspond with and/or conduct meetings with staff and applicants to address outstanding issues.
- Distribute project plans and application submittal information to City staff and other departments responsible for review.
- Advise and assist staff and applicants with questions related to the project.

On-call Professional Planning Services

- Coordinate with environmental consultants preparing CEQA/NEPA documents, or, under the direction of City staff, prepare environmental documents.
- Prepare completeness letters, public notices, agenda reports, approval/denial findings, ordinances, resolutions, and conditions of approval.
- Answer questions from members of the community, stakeholder groups, developers, or other interested parties.
- Participate in confidential meetings with the City Attorney related to potentially litigious projects and/or projects involving State or regional agencies.
- Attend and present at Planning Commission, and/or City Council meetings or public meetings (neighborhood councils or other stakeholder organizations) in person or virtually at the City's discretion.
- Administer condition compliance, building and safety plan check, and mitigation monitoring and reporting programs.
- Manage and track case files in an organized manner, using City permit tracking systems pursuant to City policies and procedures.

Current Availability

Rincon is of a sufficient size that it has the availability and time to dedicate personnel and resources to manage and successfully assist the City with planning services, as well as execute a number of projects concurrently. In any given year, Rincon manages in excess of over 1,800 assignments for more than 800 clients statewide. We are experts in managing compliance programs involving multiple concurrent assignments and are successfully executing several similar services agreements and encourage that you contact our current clients about our ability to manage a high volume of work within strict time frames characterized by intensive activity. To ensure that services are provided in accordance with the project schedule established in the Task Order, we will submit individual project proposals only when we can verify that a Rincon planner with appropriate experience has capacity to manage the project from project initiation to completion.

3 Fees

Standard Fee Schedule for Environmental Sciences and Planning Services

Professional, Technical, and Support Personnel*	July 1, 2023 – June 30, 2024
Senior Principal	\$308
Principal	\$297
Director	\$297
Senior Supervisor II	\$282
Supervisor I	\$263
Senior Professional II	\$246
Senior Professional I	\$230
Professional IV	\$204
Professional III	\$189
Professional II	\$168
Professional I	\$150
Associate III	\$126
Associate II	\$113
Associate I	\$105
Field Technician	\$91
Data Solutions Architect	\$189
Senior GIS Specialist	\$181
GIS/CADD Specialist II	\$161
GIS/CADD Specialist I	\$145
Technical Editor	\$142
Project Accountant	\$121
Billing Specialist	\$103
Publishing Specialist	\$116
Clerical	\$103

* Professional classifications include environmental scientists, urban planners, biologists, geologists, marine scientists, GHG verifiers, sustainability experts, cultural resources experts, and other professionals. Expert witness services consisting of depositions or in-court testimony are charged at the hourly rate of \$400.

Reimbursable Expenses

Direct Cost	Rates
Photocopies – B/W	\$0.25 (single-sided), \$0.45 (double-sided)
Photocopies – Color	\$1.55 (single-sided), \$3.10 (double-sided)
Photocopies – 11” by 17”	\$0.55 (B/W), \$3.40 (color)
Oversized Maps	\$8.50/square foot
Digital Production	\$15/CD, \$20/flash drive
Light-Duty and Passenger Vehicles*	\$90/day
4WD and Off-Road Vehicles*	\$150/day

*Current IRS mileage rate for mileage over 50 and for all miles incurred in employee-owned vehicles.

Other direct costs associated with the execution of a project, that are not included in the hourly rates above, are billed at cost plus 16%. These may include, but are not limited to, laboratory and drilling services, subcontractor services, authorized travel expenses, permit charges and filing fees, mailings and postage, performance bonds, sample handling and shipment, rental equipment, and vehicles other than covered by the above charges.

Annual Escalation. Standard rates subject to 3.5% annual escalation every fiscal year.

Payment Terms. All fees will be billed to Client monthly and shall be due and payable upon receipt or as indicated in the contract provisions for the assignment. Invoices are delinquent if not paid within 10 days from receipt or per the contractually required payment terms.



Office Locations

Carlsbad

2215 Faraday Avenue
Suite A
Carlsbad, California 92008
760-918-9444

Fresno

7080 North Whitney Avenue
Suite 101
Fresno, California 93720
559-228-9925

Los Angeles

250 East 1st Street
Suite 1400
Los Angeles, California 90012
213-788-4842

Monterey

80 Garden Court
Suite 240
Monterey, California 93940
831-333-0310

Oakland

449 15th Street
Suite 303
Oakland, California 94612
510-834-4455

Palm Springs

777 East Tahquitz Canyon Way
Suite 200-127
Palm Springs, California 92262
760-203-5120

Riverside

11801 Pierce Street
Suite 200
Riverside, California 92505
951-405-0979

Sacramento

4825 J Street
Suite 200
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