

**ATTACHMENT A**

**Scope of Services  
Redevelopment Plan Amendment for the  
Centre City Redevelopment Project Area**

**Technical Studies**

**Task 1: Physical Blight Analysis**

The proposed Amendment requires that the Agency document significant remaining blight in the Project Area. 3DV will conduct a parcel-level survey to determine if there is significant remaining blight within the Project Area. 3DV anticipates documenting unsafe or unhealthy conditions for persons to live or work based upon a combination of serious building code violations (if data is available in electronic form) and field survey observations. Based upon our preliminary estimates, the proposed Survey Area includes approximately 5,826 parcels. 3DV and KMA will document factors that hinder the economically viable use or capacity of buildings or lots. This will include an analysis of how the existing building stock compares to contemporary standards and the impact of the building and site limitations on attracting reinvestment and depressed property values. Specific indicators may include, but are not limited to, small building size, small lot size and lack of adequate parking.

Using the appropriate GIS files, KMA will also download secondary data to expand upon and create maps depicting key blighting conditions. The CCDC will be responsible for providing resource referrals as requested, and will be responsible for facilitating the dissemination of requested and available City data to the Project Team.

Product: ..... Physical Blight Analysis

**Task 2: Economic Blight Analysis**

The economic blight study will focus on documenting the economic indicators that demonstrate significant blighting conditions exist within the Project Area. The overall approach will be to show that portions of the Project Area are not experiencing the same economic growth and vitality as the areas that have been redeveloped, or other appropriate comparison areas such as competing market areas or the City as a whole. Specific analysis areas will include property sales and lease rates analyses, vacancy rates, as well as crime impacts to public safety and business viability.

Product: ..... Economic Blight Analysis

### Task 3: Financial Feasibility Analysis

KMA will analyze the financial feasibility of amending the existing Redevelopment Plan. This will include documentation of anticipated expenditures and a projection of potential financing sources, including tax increment revenues, for implementation of a specific redevelopment program. The resulting cash flow projection will be prepared over the anticipated life of the Project Area to demonstrate project feasibility.

Anticipated expenditures may include estimated CCDC-identified costs for capital improvement projects, redevelopment public participation efforts, land assembly, demolition, and administration of the Project Area. Expenditures to be projected may include assumed repayment of future year bonded indebtedness or repayment of any other financing mechanisms that may be incurred by the Project Area.

Projected funding sources will include the use of tax increment revenues projected to be generated from the Project Area. The tax increment revenue projection will incorporate future year valuation increases due to new development or property transfers of ownership, as well as limitations set forth under existing Redevelopment Law. The projected tax increment revenues will be subject to all limitations set forth under current Redevelopment Law, including set asides for Low and Moderate Income Housing and allocations to affected taxing entities.

Product: ..... Financial Feasibility Analysis

### Document Preparation

#### Task 1: Taxing Agency, DOF and HCD Notices

The affected taxing agencies, the State Department of Finance (DOF) and Housing and Community Development (HCD) must be notified of the Agency's intent to amend the redevelopment plan. KMA will identify the name, contact and address of the taxing agencies for the Project Area. For staff's reference and use, KMA will also provide staff with hard and electronic copies of the list of taxing agencies and other noticees.

Product: ..... Identification of Taxing Agencies and Addresses

#### Task 2 - Preliminary Report / Report Required by CRL Section 33451.5(c)

KMA will prepare one draft and one final version of the Preliminary Report. The Preliminary Report will summarize and incorporate the findings of the Technical Studies. This will include describing the physical and economic blighting conditions; describing the projects and programs proposed to remove blight; and will include the financial feasibility analysis. The Report will also explain the reasons for amending the Redevelopment Plan; explain why the private sector

acting alone or without redevelopment could not redevelop the area; and why the blighting conditions are a burden on the community. The Preliminary Report will include a map identifying the location and type of blighting conditions, the areas that are no longer blighted, and the necessary and essential parcels. The Report will also include:

- The proposed method of financing (the Financial Feasibility Analysis) including amounts projected to be deposited in to the Low and Moderate Income Housing Fund and amounts to be paid to the affected taxing agencies.
- An amendment to the Five-Year Implementation Plan.
- An explanation of why redevelopment cannot be accomplished by other government entities or the private sector acting alone.
- A new neighborhood impact report

Product: ..... One Draft and One Final Version of the Preliminary Report

This report is intended to meet the requirements for the report to be sent to the DOF and HCD specified in CRL Section 33451.5(c) and the requirements for the Preliminary Report specified in CRL Section 33333.11(e).

### Task 3 - Report to the City Council

KMA will prepare one draft and one final version of the Report to the City Council. The Report to the City Council will be prepared in accordance with the requirements of CRL Sections 33333.11(h) and 33451.5, and will incorporate the evidence from which the City Council will make certain findings upon adoption of the Amendments. The Report to the City Council will also contain a summation of the process followed in the amendment adoption process as required in the CRL, and the information contained in the Preliminary Report in addition to the following:

- The report and recommendations of the Planning Commission;
- The California Environmental Quality Act ("CEQA") document (negative declaration or other document prepared in order to comply with the CEQA);
- A summary of consultations with the affected taxing entities, including the agency's written response to any concerns raised in writing by any affected taxing entities, residents or community organizations; and
- A summary of consultations with residents and community organizations.

Product:..... One Draft and One Final Version of the Report to the City Council

### **Project Coordination Services and Meetings**

#### Task 1: Schedule Monitoring and Project Coordination

This task will include preparing an adoption schedule and coordinating with staff, the EIR consultant, civil engineer and legal counsel on upcoming actions. KMA will also update the full (detailed) schedule and the summary schedule as possible within the budget.

Product: ..... Schedule of Actions and Ongoing Coordination with Staff

#### Task 2: Consultations with Taxing Agencies (Two Meetings)

KMA will attend with staff up to two meetings with the County (or other affected taxing agencies) to discuss issues of blight and financial feasibility.

Product: ..... Attendance at Two Meetings with Affected Taxing Agencies

#### Task 3 - Community Outreach

KMA will assist in conducting two public information meetings. It is anticipated that staff will provide a brief introduction and then turn the meetings over to KMA. KMA will prepare a PowerPoint presentation that provides an overview of the purpose of the proposed Amendments and the Amendments adoption timeline. Community questions and comments will follow the presentation.

Product: ..... Two Meetings

#### Task 4 - Meeting Attendance (Six Meetings)

KMA will attend six meetings in addition to the meetings noted above or make presentations to the Agency, City Council, CCDC Board and/or Planning Commission upon request. This could include additional meetings with the committees or community groups. KMA's approach is to work with City staff and tailor the presentation of information to work within the City's existing framework. If necessary, KMA is available to attend additional meetings on a time-and-materials basis.

Product: ..... Attendance at **Six Meetings**