



## 2020-GENERAL PLAN ANNUAL PROGRESS REPORT

### Purpose and Content

Section 65400(b) of the State of California Government Code requires planning agencies to provide an annual report to their legislative body, the Governor's Office of Planning and Research (OPR), and the State Department of Housing and Community Development (HCD) on the status of the General Plan and progress in its implementation. The four basic purposes of the annual report are as follows:

- To provide information to assess progress on implementation of the general plan in accordance with the stated goals, policies and implementation measures.
- Provide information to identify necessary course adjustments or modifications to the general plan as a means to improve implementation.
- To provide a clear correlation between land use decisions made during the reporting period, and the goals, policies and implementation measures in the general plan.
- To provide information regarding local agency progress in meeting its share of regional housing needs and local efforts to remove governmental constraints to the development of housing.

### Informational Document

This document is a reporting document, and does not create or alter policy. The content is provided for informational purposes only, and is exempt from the requirements of the California Environmental Quality Act.

### Organization

After the Introduction, a summary of projects and issues addressed over last year is provided, and then each General Plan element is addressed. Appendix A includes the mandatory HCD Housing Element reporting forms.

## Introduction

The General Plan Annual Progress Report summarizes the City of Lincoln's progress towards implementing the goals, policies, and programs of General Plan 2050. It covers the period from January 1, 2020, through December 31, 2020.

The report also reviews the activities of the City including the Planning, Housing, Safety elements and Capital Improvement Program.

This report is prepared in compliance with California Government Code Section 65400(b), which mandates that all cities and counties submit to the State Office of Planning and Research an Annual Report on the status and implementation of the General Plan.

## Lincoln Background

The City of Lincoln is located in Placer County on the eastern edge of the Sacramento Valley floor at the base of the Sierra Nevada foothills. The City of Lincoln covers approximately 23.55 square miles as of 2021. According to the California State Department of Finance population estimates, Lincoln's population, as of January 1, 2020 is 49,317, which is a 1.3% change from 2019 (48,679). Lincoln's growth is guided by the award-winning 50-year General Plan.

Primary access to the City is via State Route 65 (SR 65) which connects to Lincoln Boulevard. Lincoln Boulevard also connects to McBean Park Drive/State Route Highway 193 in Downtown Lincoln, which provides access to the county seat in Auburn via Newcastle and I-80. The City is generally bounded by Wise Road to the north, Sierra College Boulevard to the east, Athens Avenue to the south, and Airport Road to the west.

Lincoln is a growing and balanced community with a 162-year heritage. Located in beautiful Placer County, the quality of life in Lincoln is unmatched and the business community is supported and celebrated. Drawn to the authentic, historic Downtown and its dining, shopping, arts and cultural opportunities, residents and visitors enjoy an engaging small-town atmosphere.

## Budget

The budget serves as the City's primary financial document to guide the City Council and staff through the coming fiscal year. It outlines the major priorities and projects that the City will undertake. It reflects staff time for city programs and services, contracts for maintenance and major construction projects, as well as needed materials and supplies. The City's operational expenses were budgeted at \$76,811,758 for Fiscal Year 2020/21; this included a general fund budget expense of \$20,280,225

## Citywide Capital Budget

Citywide capital expenditures were budgeted at \$22,523,206 for Fiscal Year 2020/2021. Major expenditures in the 2020 calendar year include the CIP projects noted on page 5.

## Regional Housing Needs

The Sacramento Area Council of Governments issued its Final Regional Housing Needs Plan in 2012 in which the City was allocated its "fair share" of the region's projected housing needs by household income group over the planning period from January 1, 2013 through December 31, 2021, an 8-year planning period. The table included in the report provides an assessment of the City's progress toward meeting its allocation through December 31, 2020.



**Department Updates – 2020**

**Community Development Department**

The City of Lincoln 2008 General Plan update replaced the 1988 General Plan. The City subsequently adopted the Housing Element in 2013 (which conforms to the current General Plan). The 2008 General Plan guides the orderly development of the City with a planning horizon to 2050, representing a buildout population of 132,000 residents.

**Growth and Construction – Residential**

In 2020 the City saw a resurgence of construction of single-family dwelling units (SFDU) as noted below. In 2020, despite the Covid-19 Pandemic, the Community Development Department processed 613 SFDUs. Further, a number of entitlements were approved for residential development for low, medium, and high density residential. A number of residential areas are under construction to accommodate the low and medium density residential development.

Year	SFDU
2009	116
2010	91
2011	92
2012	216
2013	246
2014	286
2015	234
2016	217
2017	227
2018	45
2019	62
2020	613

The City has seen an improvement in the housing sector since the Great Recession and during the Pandemic. With a steady trend in the housing market and attraction to live and work in South Placer County, the City anticipates continuing to see an increase in SFDU units in the coming year.

**Growth and Construction – Commercial**

The City is seeing a stabilization of commercial building permits issued continuing through FY 20/21. Vacancies are down and most of the commercial centers in the City are fully occupied. Commercial Improvement Values, although lower than the resurgence of commercial development activity that spiked in FY15-16, the City did see improvement values consistent with pre-Recession commercial development.

**General Plan Amendments**

Since adoption of the 2008 General Plan, the City has processed eleven General Plan Land Use Diagram Amendments. These include the following projects:

- Placer County Airport Land Use Compatibility Plan – expand and redefine the overflight zone area.
- Lincoln Crossing Village 11 – change of land use designation to accommodate the development of additional single-family residential development.
- Sorrento Village 10 – amendment to change the designation from 75-116 high density units to 39 single family units.
- Meadowlands – amendment that considered a tentative subdivision mapping to allow for the development of 294 single family units.
- Village 7 Phase 1 Specific Plan Amendment – the amendment reconfigured land uses within Phase 1, but did not alter the total number of dwelling units in the Specific Plan area.
- Independence at Lincoln – change of land use designation from industrial to accommodate low and medium density residential and mixed-use development for the construction of 575 detached residential units.
- Village 5 Specific Plan Area - amendment to create land use designations and adopted a Specific Plan for over 4,400 acres of land.
- Lakeside 6, Phases 7 & 8 – amendment to change the designation from high density residential to medium density residential for the construction of 85 single family units.
- Village 1 Specific Plan Area - amendment to create land use designations and adopted a Specific Plan for over 1,800 acres of land.
- Twelve Bridges Specific Plan Area A - amendment to change the land use designations for lots 29A and 29B from Village Commercial to General Commercial.
- Lincoln Meadows – creation of 144 single-family residential lots on 40 acres of land.
- 2020 – Village 1 Specific Plan Area – amendment to change the land use designation in the Turkey Creek Estates Unit 2 from Village Country Estates to Village Low Density Residential.



## Department Updates – 2020 (cont.)

### **City Engineer – Capital Improvement Program**

Citywide capital expenditures were budgeted at \$20,338,294 for Fiscal Year 2018/2019 and \$11,153,077 for Fiscal Year 2019/2020. In addition to projects to maintain, rehabilitate and repair various components of the City's infrastructure, the Citywide Capital budget includes projects to expand the City's roadway and utilities infrastructure that are critically necessary in order to facilitate development of the General Plan, as well as constructing parks and other facilities. Major expenditures in the 2020 calendar year include the following CIP projects:

- Lincoln-Penryn Phase 3 Pipeline and Water Mains at Verdera North Project – the project includes the construction of 6,290 linear feet of 42-inch diameter water transmission pipe for Placer County Water Agency between the City's Tank #2 and future Tank #3; and construction of 2,925 linear feet of 36-inch City of Lincoln water transmission pipe along Twelve Bridges Drive connecting the future Tank #3 site to the City's existing water system. The total estimated project cost through completion \$6,030,000.
- East Joiner Parkway Widening Project – Expansion from two lanes to four lanes to meet future traffic demands. Bicycle lane and sidewalk installation, traffic signal installation at both the Westview and Fieldstone intersections, and 2" overlay of existing two lanes of Joiner Parkway are planned. The project is in the active design phase in the process of obtaining environmental permits. Total estimated project cost through completion \$10,200,000.
- East Side Water and Sewer Project – Replacement of old and deteriorated water pipelines and fire hydrants that provide inadequate fire flow and water pressure. Reparation or replacement of various sized water valves and replacement of water laterals that have a history of leaking were replaced in conjunction with the sewer main and respective laterals. Also, the streets were reconstructed with a cement treated subbase and new asphalt section. Total estimated project cost through completion \$5,190,432.
- High School Area Waterline Replacement Project – Replacement of over 5,600 lineal feet of water main on H Street from 6<sup>th</sup> to 9<sup>th</sup>, I Street from 6<sup>th</sup> to 9<sup>th</sup>, J Street from 6<sup>th</sup> to 9<sup>th</sup>, 7<sup>th</sup> Street from H to J, and 8<sup>th</sup> Street from H to I, including the replacement of 95 water services and eight fire hydrants. Total project cost \$2,149,200.
- Waste Water Treatment and Reclamation Facility Phase 1 – Expansion of WWTRF capacity with addition of Oxidation Ditch and related components. WWTRF is nearing facility capacity and additional capacity is needed to facilitate future development. Total estimated project cost through completion \$12,340,000. The project is in final design.
- Sewer Rehab of Various Hot Spots in Town – Rehabilitation of sewer system to reduce the frequency of maintenance and pumping out of the system. This includes design and construction, and replacement of sewer lines at three locations. Total estimated project cost through completion \$2,022,470.
- Airport Fuel Island Removal and Replacement – Removal of existing fuel tanks and construction of new fuel island west of the existing location. Total estimated project cost through completion \$868,500.





**General Plan Implementation – Status Review**

Implementation Measure		Policy	Responsibility		
				Timeframe	Status
1.0	The City shall establish an Economic Development Vision, which defines the types of desired commercial, office, and industrial land uses it would like to attract and where those land use types should be located.	ED-1.1	City Council, Community Development Dept., Public Works Dept.	Completed	Economic Development Strategic Action Plan adopted July 2016.
2.0	The City shall develop a sound fiscal model and utilize it on an ongoing basis in order to evaluate the fiscal impacts of new development.	ED-1.2	Community Development Dept., Public Works Dept.	Completed	Implemented in 2019.
3.0	Based on fiscal analysis, the City shall establish and implement the appropriate fiscal mitigation measures (including but not limited to development fees) on new development in order to improve existing or new public services and utility infrastructure.	ED-1.2	City Council & Community Development Dept.	In Progress	PFE impact fee program will be updated in 2021
4.0	The City shall develop a vision for each Specific Plan area.	ED-2.1	City Council & Community Development Dept.	Ongoing	Village specific plans have been developed with a unique vision and sound design principles.
5.0	The City shall define the necessary entitlement procedures that facilitate the implementation of developing the Specific Plan areas.	ED-2.1	City Council & Community Development Dept.	Ongoing	The Village 1, 5, and 7 Specific Plans have been developed with detailed entitlement procedures.
6.0	The City shall monitor its supply of housing and the housing requirements of employees who work in the City to provide an adequate mix of housing opportunities.	ED-3.3	Community Development Dept.	Ongoing	Housing Element update is planned for 2021.

Implementation Measure		Policy	Responsibility	Timeframe		Status
				Timeframe	Status	
7.0	The City shall identify target businesses and industries to use in conjunction with the City’s Economic Development Vision in order to focus efforts on attracting businesses to the City.	ED-4.1	City Council & City Manager	Completed		Go to Market Strategy completed December 2013. Since then, staff has identified sustainable manufacturing; warehouse/assemble uses, independent retail (Downtown) and National retail as focus areas for prospect development.
8.0	The City shall cooperate with local business groups on development and support of “Buy in Lincoln” activities.	ED-4.1	City Council	Ongoing		Love Lincoln, Shop Local program implemented in coordination with the Chamber and the Downtown Lincoln Association.
9.0	The City shall attract new businesses to the City through educational and promotional campaigns, with an emphasis on attracting small to medium-sized businesses as well as underrepresented businesses and industries.	ED-4.2	City Manager	Ongoing		Staff continues to focus on attracting new businesses through industry focused outreach.
10.0	The City shall develop and update land availability information for distribution to current and prospective businesses.	ED-4.3	City Manager	Ongoing		Current list on City’s website, updated every 6 months.
11.0	The City shall collect and disseminate market, economic, social, demographic, and traffic data related to the retail sector to prospective investors, developers, consumers, retailers, and public agencies.	ED-4.5	City Manager	Ongoing		Current information on City’s website. It is distributed to target audience through economic development activities.
12.0	The City shall create an Airport Marketing Plan that includes marketing collateral promoting the Lincoln Airport.	ED-5.1	City Manager	In process		Airport assessment recommends that marketing and branding be undertaken in the longer term after operational issues and priorities have been addressed.
13.0	The City shall establish a list of non-aviation-related services that would complement aviation-related businesses near the airport.	ED-5.1	City Manager	Incomplete		
14.0	The City shall seek to secure a major aviation consumer that would act as an anchor to draw other aviation industry businesses.	ED-5.1	City Manager	In process		Prospects are being developed and staff is currently actively pursuing potential major aviation customers.



Implementation Measure		Policy	Responsibility		
				Timeframe	Status
15.0	The City shall create a Downtown Redevelopment Strategy which identifies a set of strategies for revitalizing and promoting downtown as the City's major social and recreational center.	ED-6.1	City Council & Community Development Dept.	Completed	Greuen & Greuen report completed in 2010
16.0	The City shall establish an historical theme for Lincoln incorporating design standards similar to Gladding McBean and Company and/or the railroad.	ED-6.1	Community Development Dept.	Incomplete	
17.0	The City shall, in conjunction with an incentive-based program, remove blight in the downtown area, including: old signs; billboards; shacks; structures no longer in use or beyond repair; and overhead power lines.	ED-6.1	Public Works	In progress	Beermann Alley Rule 20A project completed.
18.0	The City shall build a downtown plaza on the recently-acquired Gates and Fowler properties.	ED-6.1	Community Development Dept.	Completed	Beermann Plaza completed.
19.0	The City shall maintain their administrative offices (e.g., city council, city administration, city clerk, etc.) within downtown Lincoln.	ED-6.1	City Council	Completed	City Hall located at 600 Sixth Street.
20.0	The City shall enter into a working agreement with the present owners of Gladding McBean and Company to develop the historically-designated landmark of Gladding McBean and Company as a cornerstone of downtown Lincoln's redevelopment.	ED-6.1	City Council & Community Development Dept.	Incomplete	

**Land Use and Community Design Implementation Measures**

Implementation Measure		Policy	Responsibility		
				Timeframe	Status
1.0	The City shall develop an inventory of available vacant sites that have potential for infill development.	LU-1.5	Community Development Dept. & City Engineer	In progress	This task can be completed as part of 2021 Housing Element update.
2.0	The City shall develop zoning incentives to encourage innovative design in both infill and newly developing areas that optimizes the use of vacant land through flexible development standards, shared parking, landscaping, and site amenities.	LU-2.8, 3.7, 4.4	City Council Planning Commission Community Development Dept.	Partially Complete	The City provides flexible development standards such as density bonuses for sites integrating affordable housing. Parking reductions are permitted in-lieu and reductions are also permitted for affordable units.
3.0	The City shall develop zoning incentives that encourage mixed use redevelopment in the downtown area through the reuse of existing buildings.	LU-1.1, 1.2	City Council Planning Commission Community Development Dept.	Ongoing	Staff is evaluating incentives and exploring greater emphasis of the downtown design guidelines and potentially
4.0	The City shall review and amend, as necessary, applicable ordinances and regulations to ensure consistency with the General Plan. These shall include the following: <ul style="list-style-type: none"> <li>• Zoning Ordinance</li> <li>• Subdivision Ordinance</li> <li>• Development Standards</li> </ul>	LU-6.1, 6.2	Community Development Dept.	Ongoing	Staff intends to seek annual Zoning ordinance amendments to ensure consistency with the General Plan which includes modifications to various development standards.

Implementation Measure		Policy	Responsibility		
				Timeframe	Status
5.0	The City shall implement the provisions of this General Plan through its ongoing project review process.	LU-8.2	City Council Planning Commission Community Development Dept.	Ongoing	The City continues an entitlement review process with all applicants and future applicants.  Staff routinely meets with applicants that are seeking a development project.
6.0	The Planning Commission shall review the General Plan annually, focusing principally on actions undertaken in the previous year to carry out the implementation programs of the Plan. The Planning Commission's report to the City Council shall include, as the Planning Commission deems appropriate, recommendations for amendments to the General Plan.	LU-8.2	City Council Planning Commission Community Development Dept.	Ongoing	The Annual Progress Report will continue to be scheduled annually for City Council and Planning Commission review.
7.0	The City shall conduct a major review of the General Plan, including the General Plan Policy Document and Background Report, every five years and revise it as deemed necessary.	LU-8.4	City Council Planning Commission Community Development Dept.	Ongoing	The Annual Progress Report provides an opportunity of Council and Planning Commission to evaluate and determine if General Plan polices need further refinement and/or no longer consistent with the vision and direction of the City.
8.0	The City shall investigate and implement, as appropriate, mechanisms to be used for funding the five-year update of the General Plan.	LU-8.4	City Manager	Complete	The City established a General Plan maintenance fee in February 2020.

### Transportation and Circulation Implementation Measures

Implementation Measure	Policy	Responsibility			
			Timeframe	Status	
1.0	The City shall develop Transportation Impact Guidelines for all traffic impact studies. The guidelines shall address the evaluation of impacts on traffic, transit, bikeways and pedestrians.	T-2.2	Community Development Dept.	Ongoing	Guidelines established with each Specific Plan.
2.0	The City shall prepare a Capital Improvement Program (CIP) based on a 20-year forecast of development under the General Plan that meets its LOS policies. The CIP shall be updated every five years or after any substantial amendment to the General Plan.	T-2.3, 2.4 2.19	Community Development Dept. & Engineering Dept.	In-Progress	PFE update will be adopted in 2021.
3.0	The CIP shall have a phasing element including identification of short-term (5 year) improvements. The City shall monitor critical intersections and update the CIP and phasing element every five years.	T-2.5	Engineering Dept.	Ongoing	Updated with Annual Capital Improvement Budget.
4.0	The City shall maintain a long-term development scenario in the Placer County Transportation Demand Model, with assumptions that are consistent with the development of the CIP. This scenario shall be regularly updated to reflect adopted development and roadway projects and used in traffic studies to evaluate cumulative impacts of development projects.	T-2.2 T-2.19	Community Development Dept.	Ongoing	Completed with every development environmental document.
5.0	The City shall maintain a traffic count book with count data from the CIP and traffic impact studies and collect a comprehensive set of citywide counts with each update to the CIP.	T-2.2 T-2.5	Engineering Dept.	Ongoing	Collection of data continues with each project as appropriate and as special needs arise.

Implementation Measure	Policy	Responsibility	Status		
			Timeframe	Status	
6.0	Construct second through lanes on the northbound and southbound approaches and a second left turn lane to the westbound approach to improve the intersection of Fiddymont Road and Athens Road to LOS B (V/C 0.62).	T-2.3	Community Development Dept. & Engineering Dept.	Unknown	Implementation will be triggered by development of western villages and associated traffic impacts.
7.0	Construct second through lane on both the northbound and southbound approaches to improve the intersection of Industrial Avenue and Athens Road to LOS C (V/C 07.5).	T-2.3	Community Development Dept. & Engineering Dept.	Unknown	Implementation will be triggered by development of Lincoln 270.
8.0	The City shall update its Traffic Impact Fees along with each CIP update to provide funding for the CIP project list. The fees shall also be updated annually based on a construction cost index.	T-2.10 T-2.11	Engineering Dept. & Administrative Support Services Dept.	Ongoing	Update of all PFE, including Traffic, is anticipated to be completed by the end of FY20/21
9.0	The City shall preserve roadway Right-of-Way adequate to accommodate long-term development levels (i.e. the residential build-out scenario used to evaluate the General Plan).	T-2.15	Community Development Dept.	Ongoing	Necessary right of way for ultimate build out of General Plan roadways is identified on the appropriate Tentative Maps and secured with Final Maps.
10.	The City shall maintain and periodically update a schedule for retiming and/or synchronizing traffic signals along the City's arterial streets.	T-2.16	Public Works Dept.	Ongoing	Performed on informal basis through the monthly service contract.
11.	The City shall include the construction of an above-grade crossing of the Union Pacific Railroad tracks along Lincoln Blvd in the Capital Improvements Program.	T-2.18	Engineering Dept.	Unknown	A grade separated crossing of railroad is programmed in PFE as a part of Gladding Pkwy. Implementation triggered by cumulative traffic impacts.
12.	The City shall update its Bikeway Master Plan at least every 7 years.	T-5.1 T-5.2 T-5.7	Engineering Dept.	Ongoing	The Bikeway Master Plan was updated in June 2018.
13.	The City shall conduct a study to investigate the feasibility of providing airline shuttle service at the Lincoln Regional Airport. The shuttle would serve small groups for business travel purposes.	T-6.1	Public Works Dept.	Unknown	Evaluated but not implemented. Currently there are not enough passengers to support that type of service.

**Public Facilities and Services Implementation Measures**

Implementation Measure		Policy	Responsibility	Timeframe	Status
1.0	The City shall seek grant funding for the extension of reclaimed waterlines.	PFS-3.5	Public Works Dept. & Engineering Dept.	Ongoing	<p>The Phase 1 Reclamation project was supported by Proposition 50, Integrated Regional Water Management Grant Program and local matching funds. A grant amount of \$770,000 was procured towards the total construction project cost of \$2.188 million dollars for the construction of:</p> <ul style="list-style-type: none"> <li>• 2,200 LF of new 12-inch pipe;</li> <li>• 4,500 LF of new 18-inch pipe;</li> <li>• Conversion of 18,300 LF of 18-inch and 12-inch of existing sewer for reclaimed use;</li> <li>• Addition of two vertical turbine pumps</li> <li>• New 10,000-gallon surge tank</li> <li>• Interconnections to convert existing infrastructure into a functioning reclaimed water transmission system.</li> </ul> <p>The City is preparing for use of reclaimed water irrigation at Foskett Regional Park and landscape medians along Joiner Parkway.</p> <p>The City is finalizing the development of the Reclaimed Water Master plan that will better define future uses and assist the City as we continue to explore funding opportunities to continue the expansion of the reclaimed water system.</p>

Implementation Measure	Policy	Responsibility			
			Timeframe	Status	
2.0	The City shall prepare a City Drainage Management Plan that will provide for and coordinate the use of detention/retention basins to limit outflow to 90% of pre-project conditions for the 100-year and smaller year events. The Drainage Management Plan shall be completed prior to the construction or revision of a major hydrologic facility.	PFS-4.1	Community Development Dept.	Completed	Implementation of State mandated MS4-Phase 2 guidelines and West Placer Storm Water Quality Design Manual require more than Implementation Measure.
3.0	The City shall incorporate low impact development (LID) alternatives for stormwater quality control into development requirements. LID alternatives may include, but are not limited to, the following: (1) conserving natural areas and reducing imperviousness, (2) runoff storage, (3) hydro-modification (to mimic pre-development runoff volume and flow rate), and (4) public education.	PFS-4.1 PFS-4.2	Community Development Dept.	Ongoing	Part of entitlement review.
4.0	The City shall actively participate in appropriate forums designed to discuss and solve regional water supply and water quality issues.	PFS-4.5	Community Development Dept., Public Works Dept., & Engineering Dept.	Ongoing	Participation and coordination with NID, PCWA, RWA and GSA
5.0	The City shall prepare guidelines to promote "green" building techniques such as recycling of construction debris.	PFS-5.3	Community Development Dept.	Ongoing	Included in project Conditions of Approval.
	The City will update its plans for fire and police protection services to include the proposed locations of fire and police stations based on future development trends.	PFS-8.1 PFS-8.2	Fire Dept., Police Dept., & Community Development Dept.	Ongoing	Village 5 development has identified a future location.
7.0	As part of the project review process, developments must demonstrate appropriate security design features in their projects, such as increased lighting, low-level landscaping and easily identifiable access.	PFS-8.9	Police Dept.	Ongoing	All projects include safety design features.
8.0	The City shall locate new K-6 schools within reasonable walking distances from residential neighborhoods.	PFS-9.1 PFS-9.2	City Manager & Community Development Dept.	Ongoing	School siting is a collaborative effort between the school district, City staff, and the development community working together to achieve this goal.

	Implementation Measure	Policy	Responsibility		
				Timeframe	Status
9.0	The City shall encourage the school district to locate new K-6 schools on streets meeting the City’s LOS standards.	PFS-9.1 PFS-9.2	City Manager & Community Development Dept.	Ongoing	School siting is a collaborative effort between the school district, City staff, and the development community working together to achieve this goal.
10.0	The City shall encourage the school district to locate new K-6 schools where public services such as parks, recreation, and public transportation are available.	PFS-9.1 PFS-9.2	City Manager, Community Development Dept. & Public Works Dept.	Ongoing	School siting is a collaborative effort between the school district, City staff, and the development community working together to achieve this goal.
11.0	Wherever possible, the City shall locate school facilities adjacent to other City recreational facilities, to maximize joint use of school buildings, City parks and playgrounds.	PFS-9.1 PFS-9.2	City Manager, Community Development Dept. & Public Works Dept.	Ongoing	School siting is a collaborative effort between the school district, City staff, and the development community working together to achieve this goal.



**Open Space and Conservation Implementation Measures**

Implementation Measure		Policy	Responsibility		
				Timeframe	Status
	The City shall adopt specific criteria for the protection of natural and cultural resources as part of the City’s environmental review process. This will include standards for determining environmental significance.	OSC-1.1 OSC-1.2	Community Development Dept.	Ongoing	Natural and cultural resources are analyzed within each specific plan and new development to meet compliance with state and regional regulations.
2.0	The City shall investigate the establishment of a land trust for open space lands and consider opportunities for acquiring natural habitat and agricultural areas for permanent open space and natural parks.	OSC-1.1 OSC-1.2 OSC-5.3 OSC-5.6 OSC-5.9	Community Development Dept.	Complete	The City adopted the PCCP/HCP in 2020,
3.0	The City shall establish a mitigation fee for habitat preservation and replacement. Within the Village Areas, the inclusion of the 40 percent open space could provide adequate mitigation for habitat.	OSC-1.1 OSC-1.2 OSC-5.3 OSC-5.6 OSC-5.9	Community Development Dept.	Complete	The City adopted the PCCP/HCP in 2020.
4.0	The City shall adopt a tree preservation ordinance to protect healthy landmark or historic trees from removal.	OSC-5.1	Community Development Dept.	Incomplete	An ordinance has yet to be developed that would identify landmark trees, including development of protocols for the removal of historic trees.
5.0	The City shall adopt construction standards for the protection of cultural and historic resources in the City	OSC-6.1 OSC-6.2 OSC-6.3 OSC-6.4 OSC-6.5 OSC-6.6 OSC-6.7	Community Development Dept.	Ongoing	Construction standards are analyzed within each specific plan and new development to meet compliance with state and regional regulations.
6.0	The City shall adopt standards for monitoring of mitigation measures established for protection of archeological resources prior to development.	OSC-6.5 OSC-6.7	Community Development Dept.	Ongoing	Archeological resources are analyzed within each specific plan and new development to meet compliance with state requirements.
7.0	The City shall adopt a right-to-farm ordinance to protect agricultural operations immediately adjacent to the City from complaints from new urban development.	OSC-2.1 OSC-2.2	Community Development Dept.	Ongoing	As each remaining specific plan is processed, staff plans to develop an agriculture overlay zone.  Village 5 Specific Plan area includes an agricultural overlay zone.

### Health and Safety Implementation Measures

Implementation Measure	Policy	Responsibility	Status		
			Timeframe	Status	
1.0	The City shall amend the Zoning Ordinance to prohibit development on areas containing a slope of 30% or greater.	HS-2.2	Community Development Dept.	Incomplete	Slopes and geologic conditions are analyzed on a case by case basis when evaluating all projects, including commercial and residential projects. The City has yet to adopt regulations.
2.0	The City will adopt guidelines and procedures for evaluating and mitigating geologic hazards (e.g., liquefaction and expansive soils) in the review and approval of both public and private projects.	HS-2.3	Public Works Dept. & Community Development Dept.	Ongoing	Geologic materials are analyzed within each specific plan to meet compliance with state regulations.
3.0	The City shall encourage lowest emission technology buses in public transit fleets.	HS-3.1 HS-3.3	Public Works Dept.	Non-Applicable	The City no longer has a bus fleet. Ownership was transferred to the County per agreement between the City and the County in which the County provides transit services within the City of Lincoln.
4.0	The City shall replace City fleet vehicles with low-emission technology vehicles, wherever possible.	HS-3.16	City Council & City Manager	Ongoing	The City purchases vehicles that comply with California’s emission standards.
5.0	The City shall encourage the continued use of neighborhood electric vehicles.	HS-3.17 HS-3.18	Community Development Dept.	Ongoing	Development entitlement projects are planned to ensure compliance with the City’s NEV Master Planning policies.
6.0	The City shall develop siting and enforcement criteria for businesses that use and produce hazardous materials and wastes. The criteria shall be adopted as a provision in the City’s Zoning Ordinance.	HS-5.1 HS-5.2 HS-5.6	Community Development Dept.	Ongoing	The City has Zoning standards and criteria (Special Use Permit) that regulate placement of hazardous materials and wastes.  Hazardous materials and waste are analyzed within each specific plan to meet compliance with state regulations.
7.0	The City shall develop a household hazardous waste dropoff and transfer program. This program should include a biannual collection of hazardous materials.	HS-5.8 HS-5.9	Public Works Dept.	Ongoing	Currently the City collects the following household hazardous waste materials: FOG and electronic waste. The City also collects other forms at the Annual Spring Cleanup.
8.0	The City shall adopt uniform urban and wildland fire management plan standards.	HS-7.3	Fire Dept. & Community Development Dept.	Ongoing	Community Development (Planning Department) and the Fire Department work collaboratively to adopt the current Building and Fire Codes to reduce fire risk. New developments are required to provide project specific wildland fire management plans.

Implementation Measure	Policy	Responsibility			
			Timeframe	Status	
9.0	The City shall review and update the Emergency Response Plan a minimum of every 5 years.	HS-9.1	Fire Dept. Police Dept.	Incomplete	Completion of this task will be a priority after the funding of additional required personnel.
10.0	The City will prepare guidelines for developers for reducing potential noise impacts (including construction-related noise impacts) on surrounding land uses.	HS-8.2 HS-8.8 HS-8.9 HS-8.10	Community Development Dept.	Incomplete	Staff intends to research development thresholds and to solicit feedback with the Council and Planning Commission on appropriate and reasonable noise standards.
11.0	The City shall create and periodically update an emergency management plan for the evacuation of people in areas at risk for flooding.	HS-9.1	Fire Dept. & Public Works Dept.	Incomplete	There has been no available staffing in the Fire Department budget to complete this task. Completion of this task will be a priority after the funding of additional required personnel.
12.0	The City shall develop and implement a program for training staff in disaster preparedness and response.	HS-9.3	Fire Dept. Police Dept.	Ongoing	The City of Lincoln has traditionally provided SEMS/NIMS training as well as IS700 & IS800 training to most City personnel. Fire Department personnel receive this training on an ongoing basis. Due to attrition there are new staff that need to complete NIMS and ICS training.

**Housing Implementation Measures**

Implementation Measure	Policy	Responsibility			
			Timeframe	Status	
<p>1.1 Village 1: The City adopted the Specific Plan, General Development Plan, and Environmental Impact Report in 2012. The adoption of the General Development Plan effectively “prezoned” the project area. The City is working with the applicant on the annexation application; however, progress has been delayed due to pending litigation on the project involving the developer and school district. Following the decision on the current litigation, the City will continue to work with the developer on the annexation application.</p> <p>Village 7: The City adopted the Specific Plan, General Development Plan, and Environmental Impact Report for Village 7 in 2010. The adoption of the General Development Plan effectively “prezoned” the project area. The annexation application was submitted to the Local Agency Formation Commission in February 2012 and is still pending due to a lack of agreement between the City and Placer County on the tax revenue-sharing agreement. The City is continuing to work toward an agreement with Placer County.</p>	H-1	City of Lincoln, County of Placer, and the Local Agency Formation Commission	Partially complete and Ongoing	<p>A majority of Village 1 was annexed into the City limits.</p> <p>A majority of Village 7 was annexed in the City limits.</p>	
2.1	Continue to permit Planned	H-2	Community	Ongoing	The City continues to encourage

Implementation Measure	Policy	Responsibility	Status	
			Timeframe	Status
Development District zoning that promotes a variety of housing types in the city through the utilization of innovative development techniques and flexible standards, such as: zero lot lines, clustering of dwelling units, narrower streets, increased densities, and fewer dedication requirements.		Development Dept.		application of Planned Development District zoning and will continue to facilitate successful departmental review and the public hearing process as applications are received.
2.2 Continue biannual review of the building code, zoning ordinance, subdivision ordinance, and processing procedures to identify and modify process requirements, approval of criteria, and/or fees that could create an impediment to the cost of housing.	H-2	Community Development Dept.	Ongoing	The City adopted the 2019 Building Code.  The City has evaluated new processes and implemented administrative procedures to assist with timely building permit review and issuance.
2.3 Continue to allow and promote the use of density bonuses to provide affordable housing (Lincoln Municipal Code Section 18.59).	H-2	Community Development Dept.	Ongoing	The City has continued to allow and promote the use of density bonuses for affordable housing projects, but has not received any requests in 2020.
2.4 Continue to allow for the development of second dwelling units in residential districts in accordance with Section 65852.2 of the California Government Code.	H-2	Community Development Dept.	Ongoing	The City continues to allow the development of second dwelling units in residential districts, and approved six accessory second dwelling unit building permit applications in 2020.
2.5 Continue to allow mobile home parks as a permitted use in the City's Multiple Residential (R-3) Districts.	H-2	Community Development Dept., Planning Commission, and City Council	Ongoing	The City continues to allow mobile home parks as a permitted use in the Multiple Residential (R-3) district, but no new mobile home parks have been approved in 2020.
2.6 Facilitate the development of market-rate rental housing through the following:  <ul style="list-style-type: none"> <li>Regulatory incentives,</li> </ul>	H-2	Community Development Dept.	Ongoing	There have not been any market-rate rental housing projects developed in 2020. Although the City has not publicized the density bonus program through informational fliers, the

Implementation Measure	Policy	Responsibility			
			Timeframe	Status	
<p>such as expediting permit processing, deferred fees, and/or reduced parking requirements based on the bedroom mix of the project.</p> <ul style="list-style-type: none"> <li>Provide a 35 percent density bonus when at least 20 percent of the units are affordable to low-income households or 10 percent of the units are affordable to very low-income households.</li> </ul> <p>The City publicizes the above incentives for market-rate housing to developers and/or other interested parties by providing informational fliers at the Development Services Department’s counter and in the general development application packet.</p>					development community is aware of state and local provisions and incentives.
2.7	Continue to allow for the location of single-room occupancy uses as a conditional use in Multiple Residential (R-3) districts to provide additional housing opportunities for extremely low-income households.	H-2	Community Development Dept., Planning Commission, and City Council	Ongoing	The City continues to allow single-room occupancy (SRO) uses in Multiple Residential (R-3) districts with the issuance of a Conditional Use Permit. No SROs have been developed in 2020.
2.8	Encourage and facilitate the development of housing affordable to lower-income households in Village 1 and Village 7 through incentives, such as: <ul style="list-style-type: none"> <li>Deferred development fees;</li> <li>Reduced parking requirements;</li> </ul>	H-2	Community Development Dept.	Ongoing	The City continues to encourage the development of housing affordable to lower-income households in Village 1 and Village 7 by offering expedited review, and technical assistance, but has not received any applications in 2020.

Implementation Measure	Policy	Responsibility			
			Timeframe	Status	
<ul style="list-style-type: none"> <li>Expedited application review and processing; and</li> <li>Technical assistance with grant, loan, and tax credit applications.</li> </ul>					
3.1	Continue to enforce the energy conservation requirements of the state building code standards (Title 24 of the California Code of Regulations), and continue to require 15-gallon shade trees in all new residential developments (Subdivision Ordinance, Section 17.40.070 (F)).	H-3	Community Development Dept.	Ongoing	The City is committed to continually enforcing Title 24 standards and local shade tree requirements and has provided relief through lower-income programs through PG&E, MPower, and Project Go.
3.2	<p>The City shall continue to strive for greater energy conservation in residential development through the following actions.</p> <ul style="list-style-type: none"> <li>The City will continue to provide information to all residents regarding available home rehabilitation programs, and increase public awareness of self-help and rehabilitation programs through outreach efforts.</li> <li>The City will continue to complete the Green Building Program encouraging new residential development and rehabilitation projects to incorporate sustainable building design and siting, construction, and operation.</li> </ul>	H-3	Community Development Dept.	Ongoing	The City promotes energy conservation in residential development through enforcement of the Title 24 standards using the CALGreen Checklist.

Implementation Measure	Policy	Responsibility		
			Timeframe	Status
<ul style="list-style-type: none"> <li>The City promotes the reduction of energy consumption through the implementation of the Neighborhood Electric Vehicle Plan, the Golf Cart Transportation Plan (use of electric golf carts), and incorporation of bicycle lanes throughout the city.</li> <li>The City further requires the use of recycled water for new large residential and commercial landscaping projects, as a funding participant for mandatory recycling through the Western Placer Waste Management Authority.</li> </ul> <p>Additionally, given the rural character of the City of Lincoln, limiting trips between commercial and residential land uses is more practical than developing transit-oriented developments which require densities of over 40 dwelling units per acre and multi-story buildings. Rather, the City's General Plan includes a mixed-use land use designation: "The purpose of this designation is to provide for a mixed use commercial core that is applicable to the City's Downtown and for the Village Center areas. This land use category provides for creative infill projects</p>				



Implementation Measure	Policy	Responsibility		
			Timeframe	Status
<p>that include the functional integration of retail or service commercial, professional office, or recreational uses with residential units. This category allows for both vertical (different uses stacked above one another) and horizontal (different ground level uses on a single parcel) mixed use opportunities.”</p> <p>The General Plan also includes a number of policies addressing public transit, regional transit, and the requirement that “new employment-generating, large-scale commercial, office, and residential development be adequately served by transit.”</p>				
<p>4.1 The City will annually continue to apply for HOME and CDBG funds for the City’s Owner-Occupied Housing Rehabilitation Program. Due to several unsuccessful applications this program is not currently available. These grants would potentially be available for all extremely low-, very low- and low-income owner households and rental property owners with extremely low-, very low-, and low-income tenants, seniors, and persons with disabilities.</p> <p>As funding becomes available, eligible repairs include (listed by priority): health and safety repairs,</p>	H-4	City Manager (Housing Coordinator Consultant)	Ongoing	The City currently does not have active CDBG or HOME grants. The most recent HOME grant was not extended.

Implementation Measure	Policy	Responsibility		
			Timeframe	Status
<p>energy conservation, repairs that extend the useful life of the property, and converting to current Uniform Building Code standards.</p> <p>When funds become available, interested homeowners and other applicable parties can acquire information about this program through fliers at the Development Services Department’s counter, the City’s website (<a href="http://www.ci.lincoln.ca.us">www.ci.lincoln.ca.us</a>), and on the local community access television channel.</p> <p>The code enforcement efforts identified in Action 5.1 will be used to assist in the identification of needed repairs as part of the City’s Owner-Occupied Housing Rehabilitation Program.</p>				
<p>4.2</p> <p>Refer Lincoln residents to agencies that provide home repair services and/or energy retrofit programs in Placer County, such as Project Go, Inc. Informational fliers on agencies that provide home repairs and/or energy retrofit programs can be obtained at the Development Services Department counter.</p>	H-4	Community Development Dept.	Ongoing	The City continues to provide information regarding the MPower Program, Project Go, Inc. and PG&E energy retrofit programs, and maintains the brochure case to feature information regarding these and other useful programs.
<p>5.1</p> <p>Continue the City’s building code enforcement program for residential housing units. The City’s full-time code enforcement officer manages code enforcement activities on a case-by-case complaint basis. The owners</p>	H-5	City Manager & Community Development Dept.	Ongoing	The City continues to enforce building code standards, track violations, revise policies as needed, and provide information about available rehabilitation and improvement programs to owners. The City has received approximately 240 code enforcement complaints in 2020.

Implementation Measure	Policy	Responsibility			
			Timeframe	Status	
	of residential housing units identified as needing code enforcement actions shall also be provided with information on the City's various housing programs including funding sources from CDBG and HOME.				
5.2	<p>City will contact property owners of units at risk of converting to market-rate housing within one year of affordability expiration to discuss the City's desire to preserve complexes as affordable housing. Participation from agencies interested in purchasing and/or managing at-risk units will be sought. Property owners are required to give a nine-month notice of their intent to opt out of low-income use restrictions. The City will work with tenants to provide education regarding tenant rights and conversion procedures pursuant to California law. The City will contact the Placer County Housing Authority and the cities of Roseville and Rocklin to coordinate resources and seek expertise in the preservation of these units. The City shall contact Legal Services of Northern California and the Lincoln Lighthouse Counseling and Resource Center to assist renters.</p>	H-5	City Manager	Ongoing	No projects converted to market rate housing in 2020.
6.1	Continue to require the payment of impact fees and/or other mitigation standards as required by	H-6	City Manager & Community Development	In process	The City began the process of reviewing and updating the fee structure in 2020 and expects approval in the Spring of

Implementation Measure	Policy	Responsibility		
			Timeframe	Status
state law from the construction of new developments for needed facilities, services, and utilities, and infrastructure improvements, such as water/sewer, roads, solid waste, and schools. The City shall annually review the City's fee structure and make recommendations for any needed fee changes.		Department		2021.
<p>7.1 Facilitate the construction of affordable rental housing for extremely low-, very low-, and low-income seniors. The following types of senior housing are needed in Lincoln:</p> <ul style="list-style-type: none"> <li>Rental housing affordable to persons earning up to 80 percent of Placer County's median income.</li> <li>"Continuum of care" housing that provides a range of on-site services including independent living, assisted living, and institutional care.</li> <li>Market-rate senior rental housing.</li> <li>The City will provide assistance through the following financial and regulatory incentives:</li> <li>Regulatory incentives, such as expediting permit processing, deferred fees, and/or parking requirements based on the bedroom mix of the project.</li> </ul>	H-7	Community Development Dept.	Ongoing	The City has not received any applications for affordable senior housing in 2020, but is prepared to assist as applications are received.

Implementation Measure	Policy	Responsibility			
			Timeframe	Status	
<ul style="list-style-type: none"> <li>A 35 percent density bonus when at least 20 percent of the units are affordable to low-income households or 10 percent of the units are affordable to very low-income households.</li> <li>Accessing State and/or federal subsidies or tax credit programs for new construction.</li> </ul>					
<p>8.1 Facilitate the construction of subsidized rental housing affordable to extremely low-, very low-, and low-income persons that meet the physical and supportive service needs of persons with disabilities, as well as developmental disabilities, such as:</p> <ul style="list-style-type: none"> <li>Handicapped accessibility.</li> <li>On-site supportive services and/or daily living assistance.</li> <li>Transportation.</li> </ul> <p>The City publicizes financial and regulatory incentive opportunities to developers and/or other parties interested in the construction of subsidized rental housing that meets the needs of persons with disabilities by providing informational fliers at the Development Services Department and in all general development application packets.</p>	H-8	Community Development Dept.	Ongoing	<p>The City has not received any applications for the construction of affordable rental housing for persons with disabilities in 2020.</p> <p>The City does not provide informational fliers in general development application packets because the State eliminated Redevelopment Agency funding, thus a flier is not needed. In the future, if funds become available, Staff will prepare and distribute a flier as necessary.</p>	
8.2	As provided for in Chapter	H-8	Community	Ongoing	The City continues to ensure Chapter

Implementation Measure	Policy	Responsibility	Status	
			Timeframe	Status
18.47 if the Municipal Code, the City has a formal procedure for reasonable accommodation for housing for persons with disabilities in accordance with fair housing and disability laws. These procedures include provisions for clear rules that allow for a ministerial review process and identify who may request a reasonable accommodation (e.g., persons with disabilities, family members, landlords), time frames for decision-making, and provision for relief from the various land use, zoning, or building regulations that may constrain the housing for persons of disabilities.		Development Dept.		18.47 of the Municipal Code is implemented in order to provide reasonable accommodation for housing for persons with disabilities.
9.1 Facilitate the construction of housing that includes three- and four-bedroom units affordable to extremely low-, very low-, and low-income families.  The City publicizes financial and regulatory incentive opportunities to developers and/or other parties interested in the construction of housing that includes three- and four-bedroom affordable units by providing informational fliers at the Development Services Department and in all general development application packets.	H-9	Community Development Dept.	Ongoing	The City has not received any applications for the construction of affordable housing that includes three- and four-bedroom units in 2020, but once a project comes forward will help facilitate the process.  The City does not provide informational fliers in general development application packets because the State eliminated Redevelopment Agency funding, thus a flier is not needed. In the future, if funds become available, Staff will prepare and distribute a flier as necessary.
10.1 Continue to support female-headed households in the city with the permitting of	H-10	Community Development Dept.	Ongoing	Child-care facilities are permitted uses, as outlined in Chapter 18.61 of the Municipal Code.

Implementation Measure	Policy	Responsibility		
			Timeframe	Status
child day-care facilities as outlined in Chapter 18.61 of the Municipal Code.				
<p>11.1 Continue to implement the City’s First-Time Homebuyer Program. This program is designed to provide second mortgages that act as “gap” financing, meaning the second mortgage is making up the cost difference between what the buyer can afford for a first mortgage and the price of a home. The second mortgage is a “silent” second (i.e., payments are deferred with a low interest rate until an agreed-upon time period ends or the home is sold).</p> <p>Eligible participants must have an annual gross income at or below 80 percent of the Placer County median income, adjusted for family size, as defined by the Department of Housing and Urban Development. This program is available citywide and eligible properties include newly constructed or existing single-family detached housing, condominiums, and mobile homes placed on permanent foundations.</p> <p>The City has established the following three main sources for advertising the First-Time Homebuyer Program under an affirmative fair housing marketing plan:</p> <p>1) Publish ads in the</p>	H-11	City Manager & Community Development Dept.	Ongoing	The City continues to implement the First-Time Homebuyer Assistance Program using an open CalHOME grant.

Implementation Measure		Policy	Responsibility		
				Timeframe	Status
	<p>home or real estate sections of the City’s newspaper offering free homebuyer seminars.</p> <p>2) Distribute Spanish and English language fliers to local community resource agencies and community groups working with minority and low-income households.</p> <p>3) Educate local real estate agents and lenders about the program and provide first-time homebuyer seminars for those who qualify through the City’s first-time homebuyer consultant.</p>				
12.1	Amend the Zoning Ordinance to clarify that transitional and supportive housing are permitted as a residential use and only subject to those restrictions that apply to other residential uses of the same type in the same zone without undue special regulatory requirements.	H-12	Community Development Dept.	Completed	Transitional and supportive housing types are permitted consistent with Government Code Section 65583(a)(5).
12.2	Continue to allow for the development of emergency shelters by right in the City’s Light Industrial (LI) Zone District without any discretionary action. Sufficient land is available for at least one emergency shelter and objective standards will be drafted to regulate emergency shelters as provided for under Senate Bill 2.	H-12	Community Development Dept.	Ongoing	Emergency shelters are permitted in the Light Industrial zone, as outlined in Chapter 18.26 of the Municipal Code.



Implementation Measure		Policy	Responsibility		
				Timeframe	Status
13.1	The Development Services Department shall refer fair housing complaints to the District Office of Fair Employment Housing and Legal Services of Northern California. The City shall continue to distribute fair housing brochures and booklets indicating what the fair housing laws are and where advice, assistance, and enforcement activities can be obtained. The City shall provide this information to any person who feels they have been discriminated against in acquiring housing within the city and to any housing provider who requests such information.	H-13	Community Development Dept.	Ongoing	The City did not receive any fair housing complaints in 2020.
14.2	To ensure adequate sites are available throughout the planning period to meet the City's RHNA, the City will continue to annually update an inventory that details the amount, type, and size of vacant and underutilized parcels to assist developers in identifying land suitable for residential development and that also details the number of extremely low-, very low-, low-, and moderate-income units constructed annually. If the inventory indicates a shortage of available sites, the City shall rezone sufficient sites to accommodate the City's RHNA.  To ensure sufficient	H-14	Community Development Dept.	Annually monitor - Ongoing	Although the City has not yet developed a formal project-by-project evaluation procedure, the City continues to monitor the housing sites inventory informally.  The City of Lincoln currently has identified over 8,600 possible residential units to meet the City's moderate and market rate allocation of 2,169 units for the current housing element cycle. This is an excess of over 6,000 residential units.  The City of Lincoln still has sufficient capacity to meet its RHNA at all income levels.

Implementation Measure	Policy	Responsibility		
			Timeframe	Status
<p>residential capacity is maintained to accommodate the RHNA need, the City will develop and implement a formal ongoing (project-by-project) evaluation procedure pursuant to Government Code Section 65863. Should an approval of development result in a reduction of capacity below the residential capacity needed to accommodate the remaining need for lower-income households, the City will identify and zone sufficient sites to accommodate the shortfall.</p> <p>Villages 1 and 7 represent important opportunities for higher density sites. As part of the inventory monitoring, the City will specifically review progress in annexing these areas annually. If within three years into the planning cycle annexations have not occurred, the City will address any shortfall in available sites that may result from delays in the annexation process within the requirement of GC 65583.2 (h &amp; i).</p> <p>The City will report its progress to HCD on an annual basis in its annual reports, pursuant to Government Code Section 65400.</p>				