

Responsible (R) - The agency or entity that performs the work required to complete a task, or has a role in implementation

Accountable (A) - The agency or entity that is ultimately answerable for the successful completion of a task. May also be the Resonsible Entity.

Consulted (C) - The agency or entity whose input is needed or desired before a decision or action is taken.

Informed (I) - The agency or entity that should be kept up-to-date on the progress or outcome of a task.

Maxwell Community Plan RACI Matrix for Implementation of Strategies

	Implementation Strategies	Colusa County	Sites Authority	Maxwell Unified School District	Maxwell Fire Protection District	Maxwell PUD	Sites Contractors	Maxwell Parks and Rec District	Notes
	Housing Strategies								
	<i>H-1 The County should consider amending the Zoning Code to provide for the ability of local landowners to establish temporary workforce housing utilizing recreational vehicles. The Zoning Code amendment should consider such factors as the permit process, appropriate locations and zoning districts, development standards, temporary utility provisions, the need for transit occupancy tax, and post construction restoration requirements.</i>	A	R	C	C	C	R	C	While the County is responsible and accountable for amending the Zoning Code, as applicable, the Sites Authority and Sites Contractors will also play a role in implementation.
	<i>H-2 The County should establish standards and provisions that ensure that any properties used for temporary workforce housing during the construction of Sites Reservoir are not permitted to provide ongoing temporary housing following reservoir construction. This provisions should include standards and requirements that ensure any trailers or other temporary housing units are removed, that the site is cleaned of all waste and housing remnants, and that any temporary support infrastructure such as fencing or restrooms are removed.</i>	A	R	C	C	C	R	I	While the County is responsible and accountable for amending the Zoning Code, as applicable, the Sites Authority and Sites Contractors will also play a role in implementation.
	<i>H-3 The County should consider amending the Zoning Code to allow residential properties that were re-zoned to commercial uses in the County’s comprehensive 2014 Zoning Code update to construct accessory dwelling units (ADUs) under similar requirements as residential zoned properties.</i>	A	I	C	C	C	I	C	The County is responsible and accountable for amending the Zoning Code. ADUs are considered permanent housing, and while they could be used for workforce housing associated with the construction of the Sites Reservoir Project, that will not be the primary use.
	<i>H-4 The County should consider amending its Zoning Code to allow rental housing units to be established on commercial zoned property in the downtown Maxwell area, and potentially the downtown areas of the other unincorporated communities throughout the County of Colusa.</i>	A	I	C	C	C	I	C	The County is responsible and accountable for amending the Zoning Code. Rental housing units are permanent housing, and while they could be used for workforce housing associated with the construction of the Sites Reservoir Project, that will not be the primary use.
	<i>H-5 The County should consider amending its Light Industrial Zoning District to permit the establishment of Mobile Home and Special Occupancy Parks.</i>	A	I	C	C	C	I	C	The County is responsible and accountable for amending the Zoning Code. Mobile Home units are permanent housing, and while they could be used for workforce housing associated with the construction of the Sites Reservoir Project, that will not be the primary use.

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	CF-1 The County should support the Maxwell Park and Recreation District in constructing a gateway entry park west of I-5 along Maxwell Colusa Road or Old Highway 99. The gateway park should have distinct and well-designed signage, signaling to visitors that they have entered the community of Maxwell, and should include public restrooms and a pet relief area. The gateway park should also include features such as lawn areas, shade, and picnic tables.	R	R	C	C	C	N/A	A	The County is responsible for supporting the Maxwell Park and Recreation District in constructing a gateway entry park; the Maxwell Park and Recreation District is responsible and accountable for ensuring a gateway entry park is constructed and maintained; the Sites Authority, in compliance with an approved Impact Alleviation Agreement or Development Agreement, shall be responsible for procuring and funding the design of the park consistent with the conceptual design described in the Maxwell Community Plan and in coordination with the design of the Sites Reservoir recreation facilities.
	CF-2 The County should support the Maxwell Park and Recreation District as it seeks opportunities to expand parks and recreational facilities in the community through the acquisition of additional lands and the improvement and expansion of existing facilities.	R	N/A	C	C	C	N/A	A	The County is responsible for supporting the Maxwell Park and Recreation District; the Maxwell Parks and Rec District is responsible and accountable for seeking and implementing any expansions to existing parks and recreational facilities.
	CF-3 Support the Maxwell Unified School District in campus beautification efforts and maintenance of joint-use recreational facilities.	R	N/A	A	I	I	N/A	R	The County is responsible for supporting the Maxwell Unified School District; the Maxwell Unified School District is responsible and accountable for any campus beautification efforts and maintenance of joint-use recreational facilities; and the Maxwell Parks and Recreation District is responsible for maintenance of joint-use recreational facilities.
	Community Safety Strategies								
	CS-1 The County should prepare for an increased number of Sheriff's response calls during both the construction and operational phases of the Sites Reservoir project, and provide increased staffing levels and patrol frequency, as needed, to ensure community safety.	A	R	C	C	I	R	C	The County is responsible and accountable for the Sheriff's response times; the Sites Authority, in compliance with an approved Impact Alleviation Agreement or Development Agreement, shall be responsible for making efforts to alleviate service demand increases related to construction and workforce road use, temporary workforce domestic issues, and recreation operations; Sites Contractors shall be responsible for holding their workforce accountable during the construction and operation of the Sites Reservoir project.
	CS-2 The County should support the Maxwell Fire Protection District in their mission to provide excellent fire and EMS services to the community. Identify additional demand caused by increases in temporary worker populations and increased tourism and visitors following completion of Sites Reservoir.	R	R	C	A	C	R	C	The County is responsible for supporting the Maxwell Fire Protection District in their mission; The Sites Authority, in compliance with an approved Impact Alleviation Agreement or Development Agreement, shall be responsible for making an effort to alleviate service demand increases related to construction, workforce and reservoir related tourism; Sites Contractors are responsible for any increase in fire and EMS services associated with the construction and operation of the Sites Reservoir project; and the Maxwell Fire Protection District is responsible and accountable for providing excellent fire and EMS services to the community.

	CS-3 In collaboration with the Maxwell Unified School District, seek to establish and implement a Safe Routes to School Program. The Program should identify key intersections and roadways in the vicinity of local schools that may require safety upgrades such as stop signs, crosswalks, sidewalks, etc. Improvements should be made prior to the start of the construction of Sites Reservoir.	R	R	A	C	C	R	C	The County is responsible for collaborating with the Maxwell Unified School District; the Sites Authority, in compliance with an approved Impact Alleviation Agreement or Development Agreement, shall be responsible for providing a funding commitment to the County and the Maxwell Unified School District to assist with any applicable associated administrative services to secure grants; the Maxwell Unified School District is responsible and accountable for seeking and establishing a Safe Routes to School Program; and Sites Contractors shall be responsible for holding their workforce accountable during the construction and operation of the Sites Reservoir project.
	CS-4 Coordinate with the Sites Authority and the Sheriff's Department to ensure that the truck and construction roadway segments identified in the Sites Reservoir Environmental Impact Report (EIR) are used throughout the duration of construction activities at Sites Reservoir, and truck and worker vehicles are not utilizing non-approved local roadways in Maxwell.	R	A	C	C	I	R	I	The County is responsible for the Sheriff's enforcement; the Sites Authority, in compliance with an approved Impact Alleviation Agreement or Development Agreement, shall be responsible and accountable for alleviating impacts associated with service demand increases related to construction and workforce road use, and for the implementation of mitigation measures identified in the Sites Reservoir Environmental Impact Report (EIR); Sites Contractors shall be responsible for holding their workforce accountable during the construction and operation of the Sites Reservoir project.
	CS-5 Monitor pavement conditions throughout the community and correct existing deficiencies. A reassessment should be completed following construction of Sites Reservoir.	A	R	C	C	C	R	C	The County is responsible and accountable for local roadway conditions and the ongoing assessment. The Sites Authority, in compliance with an approved Impact Alleviation Agreement or Development Agreement, shall be responsible for alleviating impacts related to construction and workforce road use; and Sites Contractors will be responsible for any associated payment repair.
	CS-6 Encourage the Sites Authority to include provisions for local roadway improvements and post-construction roadway repair in contractor bids and in ongoing agreements with the County.	R	A	C	C	C	R	C	The County is responsible for encouraging the Sites Authority; the Sites Authority is accountable for including provisions for local roadway improvements; and the Sites Contractors are responsible for implementing local roadway improvements and post-construction roadway repair.
	Economic Development Strategies								
	ED-1 The County should focus business attraction on a two-pronged strategy – short-term/temporary solutions for the short-term influx of workers through Maxwell, and long-term solutions for future tourism expansion.	A	I	I	I	I	N/A	I	The County is responsible and accountable for economic development, tourism, and business attraction.
	ED-2 The County should consider amending the Zoning Code to include provisions that allow food trucks, other mobile/temporary businesses, and workforce park-n-ride lots to be located on commercially and industrially zoned parcels in Maxwell during the multi-year construction phase of the Sites Reservoir Project.	A	C	I	C	I	R	I	The County is responsible and accountable for amending the Zoning Code and code compliance/enforcement. Sites Contractors are responsible for establishing workforce park-n-ride lots and requiring the workforce to park in designated locations.
	ED-3 The County should consider collaborating with local land owners to identify potential hotel development sites near I-5 and work closely with a hotel site selector to determine the feasibility of establishing a new hotel in Maxwell.	A	I	I	C	C	N/A	I	The County is responsible and accountable for collaborating with local land owners to identify potential hotel development sites.

	ED-4 The County should encourage local landowners to rehabilitate existing vacant commercial spaces for permanent business locations, and encourage the establishment of tourist-serving business such as boating/fishing, supplies, food service, etc. Consider incentives such as tax breaks or grant funds to attract developers, and leverage existing business assistance initiatives (including CDBG participation and small business programs).	A	N/A	I	C	C	N/A	I	The County is responsible and accountable.
	ED-5 The County should strongly encourage the Sites Authority to include local hiring requirements in all contractor bids, and proactively work with the North Central Counties Consortium to establish and implement local labor training programs to upskill the existing local labor force to meet the needs of Reservoir construction activities.	R	A	I	N/A	N/A	R	N/A	The County is responsible for encouraging the Sites Authority; Sites Authority is accountable for including local hiring requirements in all contract bids; and Sites Contractors are responsible and accountable for establishing and implementing local labor training programs to meet project construction needs.
	ED-6 The County should use the visitor-serving potential of the Sites Reservoir to develop a broader tourism marketing program for Colusa County. Engage with regional tourism marketing partnerships to promote Sites Reservoir as a destination for the Sacramento Valley.	A	R	I	I	I	N/A	C	The County is accountable for regional marketing and collaborating with any Sites Reservoir marketing efforts; the Sites Authority is responsible and accountable for tourism marketing that promotes Sites Reservoir as a tourist destination. should financially contribute to a regional tourism marketing campaign to promote the Sites Reservoir as a destination.
	ED-7 The County should encourage and facilitate the expansion of energy-based jobs and economic development opportunities in Maxwell on industrial sites physically separated from sensitive receptors. The County should update the Zoning Code to allow uses such as hydrogen production, biomass cogeneration, underground hydrogen storage, etc. by right in appropriate industrial zones, and develop standards for setbacks, operational safety and storage requirements, and site security.	A	N/A	C	C	C	N/A	C	The County is responsible and accountable for amending the Zoning Code.
	ED-8 The County should identify a County grants coordinator, and partner with the Sites Authority, to proactively pursue state and federal funds to implement improvements identified in this plan.	A	R	C	C	C	N/A	C	The County is responsible and accountable for seeking funding and applying for grant funds. The Sites Authority, in compliance with an approved Impact Alleviation Agreement or Development Agreement, shall be responsible for providing a funding commitment to the County to assist with the applicable associated administrative services.
Downtown Maxwell Strategies									
	D-1 The County should prepare and adopt Design Guidelines for Downtown Maxwell. The Guidelines should include provisions for residential and commercial design standards, streetscape and public space beautification, and preserve and protect the historic character of Downtown Maxwell.	A	N/A	C	C	C	N/A	C	The County is responsible and accountable for preparing and adopting Design Guidelines for Downtown Maxwell.
	D-2 The County should take proactive steps to improve the physical appearance and economic vitality of Downtown Maxwell. Strategies for consideration may include:	A	N/A	C	C	C	N/A	C	The County is responsible and accountable.
	Formation of a Community Facilities District (CFD), which is a special tax district that could fund public improvements and on- going services within the Downtown. Parks, streets, sewer improvements, and public safety services are some of the public improvements and services that may be financed by a CFD.								
	Facilitate building façade and exterior improvements assistance program for Downtown Maxwell.								
	Invest in landscaping and street improvements to boost general awareness, enhance walkability and vitality, and attract visitors.								

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