



CITY COUNCIL

Pedro "Pete" M. Sanchez, Mayor  
Mike Hudson, Mayor Pro-Tem  
Jane Day  
Sam Derting  
Michael A. Segala

CITY COUNCIL MEETING

First and Third Tuesday  
Every Month

## A G E N D A

### REGULAR MEETING OF THE SUISUN CITY COUNCIL

AND

### SUISUN CITY COUNCIL ACTING AS SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF SUISUN CITY,

TUESDAY, MAY 1, 2012

7:00 P.M.

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SUISUN CITY COUNCIL CHAMBERS -- 701 CIVIC CENTER BOULEVARD -- SUISUN CITY, CALIFORNIA

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(Next Ord. No. – 722)

(Next City Council Res. No. 2012 – 25)

Next Suisun City Council Acting as Successor Agency Res. No. SA2012 – 05)

(Next Housing Authority Res. No. HA2012 – 02)

#### **ROLL CALL**

Council / Board Members

Pledge of Allegiance

Invocation

#### **PUBLIC COMMENT**

*(Requests by citizens to discuss any matter under our jurisdiction other than an item posted on this agenda per California Government Code §54954.3 allowing 3 minutes to each speaker).*

#### **PRESENTATIONS/APPOINTMENTS**

*(Presentations, Awards, Proclamations, Appointments).*

1. Presentation of Proclamation to Building Department, Proclaiming May 2012, as "Building Safety Month".
2. Presentation of Proclamation to Police Department Proclaiming the week of May 13 - 19, 2012, as "Police Week" and May 15, 2012, as "Peace Officers' Memorial Day".
3. Presentation of Proclamation Proclaiming May 5, 2012, as "Jimmy Doolittle Day".

#### **CONFLICT OF INTEREST NOTIFICATION**

*(Any items on this agenda that might be a conflict of interest to any Councilmembers / Boardmembers should be identified at this time.)*

DEPARTMENTS: AREA CODE (707)

ADMINISTRATION 421-7300 ■ PLANNING 421-7335 ■ BUILDING 421-7310 ■ FINANCE 421-7320

FIRE 425-9133 ■ RECREATION & COMMUNITY SERVICES 421-7200 ■ POLICE 421-7373 ■ PUBLIC WORKS 421-7340

SUCCESSOR AGENCY 421-7309 FAX 421-7366

**CONSENT CALENDAR**

*Consent calendar items requiring little or no discussion may be acted upon with one motion.*

**City Council**

4. Council Presentation of the Comprehensive Annual Financial Report, and Council Adoption of Resolution No. 2012-\_\_\_: Accepting the Comprehensive Annual Financial Report for Fiscal Year 2010-11 – (Anderson).
5. Council Adoption of Resolution No. 2012-\_\_\_: Authorizing the City Manager to Enter into a Construction Contract on the City's behalf with \_\_\_ for the City's Environmental Management System Upgrade as Part of the Energy Efficiency and Conservation Block Grant Project – (Kasperson).
6. Award of Contracts for the Grizzly Island Trail Project – (Kasperson).
  - a. Council Adoption of Resolution No. 2012-\_\_\_: Authorizing the City Manager to Enter into a Construction Contract on the City's behalf with Suulutaq Construction Company for the Construction of the Grizzly Island Trail Project.
  - b. Council Adoption of Resolution No. 2012-\_\_\_: Authorizing the City Manager to Enter into a Professional Services Agreement on the City's behalf with Sycamore Environmental Consultants, Inc. for Environmental Monitoring of the Grizzly Island Trail Project.
  - c. Council Adoption of Resolution No. 2012-\_\_\_: Authorizing the City Manager to Enter into a Professional Services Agreement on the City's behalf with CTS Construction Testing Services for Materials Testing for the Grizzly Island Trail Project.

**Suisun City Council Acting as Successor Agency**

7. Basic Component Unit Financial Statements for the Suisun City Redevelopment Agency – (Anderson).
  - a. Successor Agency Annual Presentation of the City of Suisun City Redevelopment Agency Basic Financial Statements.
  - b. Successor Agency Adoption of Resolution No. SA 2012-\_\_\_: Accepting the Basic Component Unit Financial Statements with Independent Auditor's Report, the Housing Community Report, the Annual Report and the State Controller's Report for Fiscal Year 2010-11.

**Joint City Council / Suisun City Council Acting as Successor Agency**

8. Council/Agency Approval of the Minutes of the Regular and/or Special Meetings of the Suisun City Council and Suisun City Council Acting as Successor Agency held on April 3, 2012 and April 17, 2012 – (Hobson).

**GENERAL BUSINESS****Suisun City Council Acting as Successor Agency**

9. Successor Agency Receive and Accept the Draft Recognized Obligation Payment Schedule for the Period Ending December 31, 2012 – (Garben).

City Council

10. Council Discussion and Direction Regarding a Scaled-Back Independence Day Celebration for July 4, 2012 – (Corey).

**PUBLIC HEARINGS:**

**REPORTS: (Informational items only.)**

11. City Manager/Executive Director/Staff

12. Mayor/Council -Chair/Boardmembers

**ADJOURNMENT**

A complete packet of information containing staff reports and exhibits related to each item for the open session of this meeting, and provided to the City Council, are available for public review at least 72 hours prior to a Council /Agency/Authority Meeting at Suisun City Hall 701 Civic Center Blvd., Suisun City. Agenda related writings or documents provided to a majority of the Council/Board/Commissioners less than 72 hours prior to a Council/Agency/Authority meeting regarding any item on this agenda will be made available for public inspection during normal business hours. An agenda packet is also located at the entrance to the Council Chambers during the meeting for public review. The City may charge photocopying charges for requested copies of such documents.

*PLEASE NOTE:*

1. The City Council/Agency/Authority hopes to conclude its public business by 11:00 P.M. Ordinarily, no new items will be taken up after the 11:00 P.M. cutoff and any items remaining will be agendized for the next meeting. The agendas have been prepared with the hope that all items scheduled will be discussed within the time allowed.
2. Suisun City is committed to providing full access to these proceedings; individuals with special needs may call 421-7300.
3. Agendas are posted at least 72 hours in advance of regular meetings at:

City Hall	Fire Station	Senior Center
701 Civic Center Boulevard	621 Pintail Drive	318 Merganser Drive

Office of the Mayor

Suisun City, California

# Proclamation



WHEREAS, through our states continuing efforts to address critical issues of safety, energy efficiency and sustainability in the built environment that affect our citizens, both in everyday life and in times of natural disaster, give us confidence that our structures are safe and sound; and

WHEREAS, our confidence is achieved through the devotion of vigilant guardians – building safety and fire prevention officials, architects, engineers, builders, laborers and others in the construction industry – who work year-round to ensure the safe construction of buildings; and

WHEREAS, these guardians – dedicated members of the International Code Council – develop and implement the highest-quality codes to protect Americans in the buildings where we live, learn, work, worship, play; and

WHEREAS, the International Codes, the most widely adopted building safety, energy and fire prevention codes in the nation, are used by most U.S. cities, counties and states; these modern building codes also include safeguards to protect the public from natural disasters such as hurricanes, snowstorms, tornadoes, wildland fires and earthquakes; and

WHEREAS, Building Safety Month is sponsored by the International Code Council and International Code Council Foundation, to remind the public about the critical role of our communities' largely unknown guardians of public safety – our local code officials – who assure us of safe, efficient and livable buildings; and

WHEREAS, "Building Safety Month: An International Celebration of Safe and Sensible Structures" the theme for Building Safety Month 2012, encourages all Americans to raise awareness of the importance of building safety; green and sustainable building, pool, spa and hot tub safety; and new technologies in the construction industry. Building Safety Month 2012, encourages appropriate steps everyone can take to ensure that the places where we live, learn, work, worship and play are safe and sustainable, and recognizes that countless lives have been saved due to the implementation of safety codes by local and state agencies; and

WHEREAS, each year, in observance of Building Safety Month, Americans are asked to consider projects to improve building safety and sustainability at home and in the community.

NOW, THEREFORE, I, Pedro "Pete" Sanchez, Mayor of the City of Suisun City, do hereby proclaim the month of May as

## "BUILDING SAFETY MONTH"

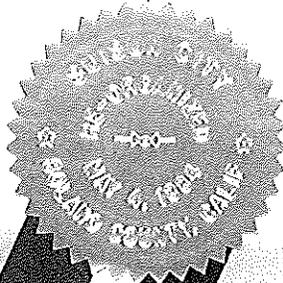
in the City of Suisun City in recognition of the essential service provided to all of us by local a state building departments and federal agencies in protecting lives and property.

*In witness whereof I have hereunto set my hand and caused this seal to be affixed.*

Pete Sanchez, Mayor

ATTEST:

DATE: May 1, 2012



Office of the Mayor

Suisun City, California

# Proclamation



WHEREAS, May 15th has been National Peace Officers' Memorial Day, and the week containing May 15th has been National Police Week, since President John F. Kennedy signed Public Law 87-726 on October 1, 1962; and

WHEREAS, by a joint resolution approved October 1, 1962, as amended, (76 Stat. 676), the Congress has authorized and requested the President to designate May 15th of each year as "Peace Officers Memorial Day" and the week in which it falls as "Police Week," and, by Public Law 103-322, as amended, (36 U.S.C. 136), has directed that the flag be flown at half-staff on Peace Officers Memorial Day; and

WHEREAS, the members of the Suisun City Police Department play an essential role in safeguarding the rights and freedoms of the residents and visitors to Suisun City; and

WHEREAS, in light of the increasingly important role our local and national police officers face as the first line of defense against domestic terrorism, helping to make Suisun City, Solano County, and the United States of America a safer place; and

WHEREAS, it is important that all citizens know and understand the duties, responsibilities, hazards, and sacrifices of their law enforcement agency, and that members of the Suisun City Police Department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression; and

WHEREAS, the men and women of the Suisun City Police Department unceasingly provide a vital public service;

NOW, THEREFORE, I, Pedro "Pete" Sanchez, Mayor of the City of Suisun City, call upon all citizens of Suisun City and upon all patriotic, civic and educational organizations to observe the week of May 13 - 19, 2012, as:

## "POLICE WEEK"

with appropriate ceremonies and observances in which all of our people may join in commemorating law enforcement officers, past and present, who, by their faithful and loyal devotion to their responsibilities, have rendered a dedicated service to their communities and, in so doing, have established for themselves an enviable and enduring reputation for preserving the rights and security of all Americans.

I further call upon all residents of Suisun City to observe Tuesday, May 15, 2012, as:

## "PEACE OFFICERS' MEMORIAL DAY"

in honor of those law enforcement officers who, through their courageous deeds, have made the ultimate sacrifice in service to their community or have become disabled in the performance of duty, and let us recognize and pay respect to the families and friends of our fallen heroes.

*In witness whereof I have hereunto set my hand and caused this seal to be affixed.*

Pete Sanchez, Mayor

ATTEST:

DATE: May 1, 2012



Office of the Mayor

Suisun City, California

# Proclamation



**WHEREAS**, General James Harold "Jimmy" Doolittle, born in Alameda, California on December 14, 1896, was an American aviation pioneer; and

**WHEREAS**, Jimmy Doolittle served his country in the military from 1917 – 1959 serving in the United States Signal Corps, Army Air Service, Army Air Corps, Army Air Forces, and United States Air Force, earning the Medal of Honor for his valor and leadership as commander of the Doolittle Raid; and

**WHEREAS**, soon after the Japanese attack on Pearl Harbor on December 7, 1941, President Roosevelt selected Jimmy Doolittle to prepare an attack on Japan, and in April 1942 an air attack launched from the aircraft carrier USS Hornet, led by Lieutenant Colonel James H. Doolittle, was the most daring operation yet undertaken by the United States in the young Pacific War.

**WHEREAS** Doolittle planned an American response that was both bold and dangerous, launching sixteen B-25 bombers from the aircraft carrier USS Hornet to bomb targets in Japan. On April 18, 1942, Lt. Col. James H. Doolittle, led 80 men, known as the "Doolittle Raiders", through hostile skies to hit strategic military targets in Japan; and

**WHEREAS** the "Doolittle Raid" was the first air raid by the United States to strike the Japanese Home Islands during World War II, demonstrating that Japan was vulnerable to American air attack and provided a vital morale boost and opportunity for U.S. retaliation after the Japanese attack on Pearl Harbor on December 7, 1941.

**WHEREAS**, following the Doolittle Raid, most of the B-25 crews that came down in China eventually made it to safety with the help of Chinese civilians and soldiers who risked their lives to protect the Doolittle Raiders.

**WHEREAS**, Jimmy Doolittle's aviation legacy is much greater than this military attack. Doolittle was a true renaissance man of aviation, a daredevil aviator and racing pilot, an aviation executive, a military commander, a scientist, a presidential advisor, and an inspirational figure to many young people in the early days of aviation; and

**WHEREAS**, we are honored to participate in this tribute to the heroism of General Jimmy Doolittle, his 80 crewmembers, the men who served on the USS Hornet, and the heroic Chinese civilians and soldiers on this 70<sup>th</sup> anniversary of the historic World War II aerial attack known as the "Doolittle Raid".

**NOW, THEREFORE**, I, Pedro "Pete" Sanchez, Mayor of the City of Suisun City, do hereby proclaim May 5, 2012 as

## "General Jimmy Doolittle/USS Hornet Appreciation Day"

in the City of Suisun City and call upon all citizens of Suisun City to join me in saluting all the courageous men and women who serve in our military to ensure the freedom, safety and security of our Nation and its citizens.

*In witness whereof I have hereunto set my hand and caused this seal to be affixed.*

ATTEST: \_\_\_\_\_

DATE: \_\_\_\_\_

## AGENDA TRANSMITTAL

**MEETING DATE:** May 01, 2012

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**CITY AGENDA ITEM:** Presentation of the Comprehensive Annual Financial Report, and Council Adoption of Resolution No. 2012-\_\_\_: Accepting the Comprehensive Annual Financial Report for Fiscal Year 2010-11.

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**FISCAL IMPACT:** There would be no fiscal impact associated with the adoption of the proposed Resolution.

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**STAFF REPORT:** The outside auditors (Vavrinek, Trine, Day & Co., LLP) have completed their fieldwork and have provided us with the necessary adjustments to the general ledger. The accompanying packet, *Comprehensive Annual Financial Report (CAFR)* summarizes the results of operations for all Funds for the Fiscal Year ending June 30, 2011. **The City has a clean audit report.**

This City has completed in full the implementation of the GASB 34 in this report. With this implementation, the financial report contains two statements, the Government-Wide Financial Statements and the Fund Financial Statements.

The Government-Wide Financial Statements are designed to provide readers with a broad overview of the City's finances. As of June 30, 2011, the City's assets were \$214.7 million, liabilities were \$74.2 million, and net assets were \$140.5 million, as illustrated on page 20 of the financial report. This represents a decrease of \$1.6 million in net assets over the prior fiscal year.

The Fund Financial Statements focus on short-term inflows and outflows of spendable resources and the remaining year-end balances available for spending. This information is useful in evaluating the City's near-term financing requirements.

As shown on page 28 of the CAFR, the General Fund balance increased by \$1,326,045 for FY 2010-11. The bulk of the increase was due to the \$1.4 million transfer from Redevelopment Agency for Railroad Extension project, Gateway Signage & for the old Crystal School site development preparation. The transfer made is subject to be reversed depending on the result of State of California and Solano County's review of the City's Redevelopment funds.

The budget savings in the expenditures of \$6,361,978 needs to be clarified. First, \$4,260,200 represents the General Fund Contingencies and Reserves' budget. The remaining \$2,101,778 reflects a favorable budget variance mainly due to \$1,229,365 unspent capital budget including the Railroad Extension. A summary of these variances is presented on the following page.

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**PREPARED BY:**  
**REVIEWED BY:**  
**APPROVED BY:**

Elizabeth N. Luna, Senior Accountant  
Ronald C. Anderson, Jr. Assistant City Manager  
Suzanne Bragdon, City Manager

**Fiscal Year 2009-10 General Fund - Revenues and Expenditures**

<b>Revenues</b>	<b>Final Budget</b>	<b>Actual</b>	<b>Difference</b>
Taxes	1,282,500	1,257,516	(24,984)
Sales Tax	986,000	859,750	(126,250)
Other Intergovernmental Revenues	1,849,200	1,880,687	31,487
Building Permits & Licenses	1,106,900	1,126,347	19,447
Investment Earnings	93,700	133,268	39,568
Charges for Services, Fines & etc.*	2,371,800	2,201,248	(170,552)
Miscellaneous	<u>42,200</u>	<u>726,598</u>	<u>684,398</u>
<b>Total Revenues</b>	<b>7,732,300</b>	<b>8,185,414</b>	<b>453,114</b>
<b>Total Expenditures</b>	<b>(16,104,000)</b>	<b>(9,742,022)</b>	<b>6,361,978</b>
<b>Other Financing Sources/(Uses)</b>	<b><u>4,708,300</u></b>	<b><u>2,882,653</u></b>	<b><u>(1,825,647)</u></b>
<b>Total</b>	<b><u>(3,663,400)</u></b>	<b><u>1,326,045</u></b>	<b><u>4,989,445</u></b>

The General Fund ended the year with a Fund Balance of \$7,372,714. With the implementation of GASB 54 – Governmental Fund Type Definitions, you can see on page 24 of the CAFR, the fund balances are categorized according to the new standard. The \$1,412,100 committed fund balance represents the amount transferred from Redevelopment Agency to fund the Railroad Extension, Old Crystal School Site and Gateway Signage. The \$185,400 assigned fund balance is for continuation of City Events such as 4<sup>th</sup> of July.

The Statement of Revenues, Expenditures and Changes in Fund Balance for the City’s major funds are illustrated, starting on page 26 of the financial report.

Individual financial statements for the City Funds may be reviewed in the *Comprehensive Annual Financial Report* beginning on page 73.

Detailed information is available upon request to Finance Department.

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**RECOMMENDATION:** It is recommended that City Council adopt Resolution No. 2012-\_\_\_\_: Accepting the Comprehensive Annual Financial Report for Fiscal Year 2010-11.

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**ATTACHMENTS:**

1. Resolution No. 2012-\_\_\_\_: Accepting the Comprehensive Annual Financial Report for Fiscal Year 2010-11.

**RESOLUTION NO. 2012-\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY  
ACCEPTING THE COMPREHENSIVE ANNUAL FINANCIAL REPORT  
FOR FISCAL YEAR 2010-11**

**WHEREAS**, the City of Suisun City endeavors to manage its financial affairs in a prudent and professional manner, consistent with Generally Accepted Accounting Practices; and

**WHEREAS**, an annual audit conducted by outside auditors is an essential method to ensure we meet this goal of fiscal prudence; and

**WHEREAS**, the accounting firm of Varinek, Trine, Day & Co., LLP conducted the audit and concluded that the City's financial statements "present fairly in all material respects the respective financial positions of the governmental activities, each major fund, the aggregate remaining fund information of the City of Suisun City, California, as of June 30, 2011"; and

**WHEREAS**, the City of Suisun City's Comprehensive Annual Financial Report for the fiscal year ending June 30, 2011, was presented to the City Council for its review and consideration.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of Suisun City does hereby accept the Fiscal Year 2010-11 Comprehensive Annual Financial Report.

**PASSED AND ADOPTED** by a Regular Meeting of said City Council of the City of Suisun City duly held on Tuesday, the 1<sup>st</sup> of May 2012, by the following vote:

<b>AYES:</b>	Councilmembers	_____
<b>NOES:</b>	Councilmembers	_____
<b>ABSTAIN:</b>	Councilmembers	_____
<b>ABSENT:</b>	Councilmembers	_____

**WITNESS** my hand and the seal of the City of Suisun City this 1<sup>st</sup> day of May 2011.

\_\_\_\_\_  
Linda Hobson, CMC  
City Clerk

## AGENDA TRANSMITTAL

**MEETING DATE:** May 1, 2012

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**CITY AGENDA ITEM:** Council Adoption of Resolution No. 2012-\_\_\_: Authorizing the City Manager to Enter into a Construction Contract on the City's behalf with \_\_\_ for the City's Environmental Management System Upgrade as Part of the Energy Efficiency and Conservation Block Grant Project.

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**FISCAL IMPACT:** An EECBG Grant of \$150,200 has been approved by State of California Department of Energy for energy improvements at multiple City-owned locations. There would be no negative fiscal impact to the General Fund.

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**BACKGROUND:** Council approved the Energy Efficiency and Conservation Block Grant (EECBG) application at its December 15, 2009 meeting. On June 30, 2010, the City received notice that we were awarded the grant to make energy efficiency improvements to City Hall and other City business locations.

The American Recovery and Reinvestment Act of 2009 (ARRA) provided for funding of the Energy Efficiency and Conservation Block Grant (EECBG) program. The California Energy Commission is responsible for administering the State's share of EECBG funding within California. EECBG is a formulaic block grant designed to provide small cities and counties within the State of California grant funding to install eligible cost-effective energy-efficiency retrofits within the City. Suisun City's project includes energy-efficient retrofits of florescent light bulbs, streetlight upgrades, management software of energy use by computers, the replacement of the HVAC unit at the Senior Center, and an Environmental Management System (EMS) that enables centralized thermostatic controls of City HVAC systems. This award is for the EMS controls.

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**STAFF REPORT:** An initial Request for Proposals (RFP) for Heating and Air Services for the EMS System Upgrade Project was advertised by the City to solicit proposals from heating and air companies for this project. On April 3, 2012, bids were opened and all bids received were over budget and therefore rejected. Subsequently, the specifications were changed and a new RFP was advertised for this project. Bids were received and opened on April 27, 2012, and the results are as follows:

*A revised staff report will be issued prior to the Council meeting with bid results.*

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**RECOMMENDATION:** It is recommended that the City Council adopt Resolution No. 2012-\_\_\_: Authorizing the City Manager to Enter into a Construction Contract on the City's behalf with \_\_\_ for the City's EMS System Upgrade as Part of the Energy Efficiency Block Grant Project.

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**PREPARED BY:**

Daniel Kasperson, Building & Public Works Director

**REVIEWED/APPROVED BY:**

Suzanne Bragdon, City Manager

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**ATTACHMENTS:** Resolution No. 2012-\_\_\_\_: Authorizing the City Manager to Enter into a Construction Contract on the City's behalf with \_\_\_\_\_ for the City's EMS System Upgrade as Part of the Energy Efficiency Block Grant Project.

**RESOLUTION NO. 2012 - \_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY  
AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONSTRUCTION  
CONTRACT ON THE CITY'S BEHALF WITH \_\_\_\_\_ FOR THE CITY'S EMS  
SYSTEM UPGRADE AS PART OF THE ENERGY EFFICIENCY AND CONSERVATION  
BLOCK GRANT PROJECT**

**WHEREAS**, Energy Efficiency and Conservation Block Grant (EECBG) funds are available through the California Energy Commission's EECBG Program for grants to eligible local governments for cost-effective, energy-efficiency projects; and

**WHEREAS**, the City has received \$150,200 in Energy Efficiency and Conservation Block Grant (EECBG) funds available through the California Energy Commission's EECBG Program for grants to eligible local governments for cost-effective, energy-efficiency projects; and

**WHEREAS**, the City has conducted a competitive bidding process for the EMS system upgrade; and

**WHEREAS**, \_\_\_\_ bid proposals were received by the City before 2:00 pm on the April 27, 2012 and were opened and read; and

**WHEREAS**, \_\_\_\_\_, a California corporation, provided the lowest responsive and responsible bid of \$\_\_\_\_\_.

**NOW, THEREFORE, BE IT RESOLVED**, that that the City Council of the City of Suisun City authorizes the City Manager to enter into a construction contract on behalf of the City with \_\_\_\_\_, a California corporation, for the EMS Upgrade Project for \$\_\_\_\_\_ and to take any and all necessary and appropriate actions to implement this contract. The City Council of the City of Suisun City further authorizes the City Manager to approve changes for contingencies not to exceed 10% of the contract amount.

**PASSED AND ADOPTED** at a Regular Meeting of the City Council of the City of Suisun City duly held on Tuesday, the 1<sup>st</sup> of May, 2012 by the following vote:

<b>AYES:</b>	Councilmembers:	_____
<b>NOES:</b>	Councilmembers:	_____
<b>ABSENT:</b>	Councilmembers:	_____
<b>ABSTAIN:</b>	Councilmembers:	_____

**WITNESS** my hand and the seal of the City of Suisun City this 1<sup>st</sup> of May, 2012.

\_\_\_\_\_  
Linda Hobson, CMC  
City Clerk

## AGENDA TRANSMITTAL

**MEETING DATE:** May 1, 2012

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**CITY AGENDA ITEM:** Award of Contracts for the Grizzly Island Trail Project:

- a. Council Adoption of Resolution No. 2012-\_\_: Authorizing the City Manager to Enter into a Construction Contract on the City's behalf with Suulutaaq Construction Company for the Construction of the Grizzly Island Trail Project; and.
- b. Council Adoption of Resolution No. 2012-\_\_: Authorizing the City Manager to Enter into a Professional Services Agreement on the City's behalf with Sycamore Environmental Consultants, Inc. for Environmental Monitoring of the Grizzly Island Trail Project; and
- c. Council Adoption of Resolution No. 2012-\_\_: Authorizing the City Manager to Enter into a Professional Services Agreement on the City's behalf with CTS Construction Testing Services for Materials Testing for the Grizzly Island Trail Project.

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**FISCAL IMPACT:** This project has no fiscal impact on the General Fund. This project is fully grant funded.

**Suulutaaq Construction Company** has submitted a bid for the construction of the Grizzly Island Trail in the amount of \$1,322,598 for the base project plus Add Alternates 1, 2, & 3. In addition a contingency for possible change orders would be approved within the remaining grant funded approved budget.

**CTS Construction Testing Services** has submitted a proposal for materials testing for the Grizzly Island Trail in the amount of \$22,000. With a 20% contingency of \$4,400 for possible change orders, the total contract for materials testing would be \$26,400. Materials testing is required to ensure that certain design parameters are met for the project.

**Sycamore Environmental Consultants, Inc.** has submitted a proposal for environmental monitoring for the Grizzly Island Trail in the amount of \$60,000. With a 20% contingency of \$12,000 for possible change orders, the total contract for environmental monitoring would be \$72,000. Environmental monitoring is in support of the environmental document prepared for this project.

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**BACKGROUND:** City staff has secured funding through the Federal Congestion Mitigation and Air Quality Program (CMAQ) and the State Safe Routes to School Program (SR2S) to fund the Grizzly Island Trail, with a total project cost estimated to be approximately \$2,200,000. This project would install a pedestrian/bicycle trail along the following alignment: along the east side of Marina Boulevard from Driftwood Drive to State Route 12; then along the south side of State Route 12 from Marina Boulevard to Grizzly Island Road; and then along the west side of Grizzly Island Road from State Route 12 to Gray Hawk Lane. Please see Attachment 4.

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**PREPARED BY:**

Nick Lozano, Associate Engineer/Project Manager

**REVIEWED BY:**

Daniel Kasperson, Building & Public Works Director

**APPROVED BY:**

Suzanne Bragdon, City Manager

The primary intent of this project is to provide a path connecting the Crystal Middle school area to the west with the Crescent Elementary School to the east. Currently students living in each of these areas must cross State Route 12 twice to get to their school in the other area. Student safety is a primary concern of this project, but at the same time we are building a public amenity for family fun, mini school field trips, and general public viewing of the wildlife and plants of the area while also enhancing the view from State Route 12.

Since receiving the first grant for this project in March 2008, the City and STA have held numerous meetings with this project on the agenda, including nine City Council Meetings and eleven STA advisory committee or board meetings.

In November 2009, the City entered into a professional services agreement with RRM Design Group to prepare the conceptual plan for this project. The conceptual plan for this project has had three stakeholder meetings and was released for public comments in April 2011.

On May 4, 2010, the City entered into a professional services agreement with AECOM for the preparation of the environmental technical studies which required consultation with Caltrans, the Department of Fish & Game (DFG), the United States Fish & Wildlife Services (USFWS), and California State Parks Department. The final environmental documents identified environmental monitoring required prior to and during construction of the trail.

On April 19, 2011, the City entered into a professional services agreement with Riechers Spence & Associates (RSA) for the preparation of construction documents. During this phase of the project, the design details were refined in coordination with Caltrans, the Bay Area Conservation and Development Commission (BCDC), and the DFG among other agencies.

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**STAFF REPORT:** In mid-March 2012, staff advertised the construction plans and specifications. Bids for the project were received on April 17, 2011, at 2:00 PM, at which time two bids were received, opened and read aloud. Staff has reviewed the low bidder's cost proposal and bid documents, and staff has determined that the bid submitted by Suulutaaq Construction is responsive and that Suulutaaq Construction is a responsible bidder.

<b>CONSTRUCTION</b>						
<b>COMPANY</b>	<b>BASE BID AMOUNT</b>	<b>ADD ALT. #1</b>	<b>ADD ALT. #2</b>	<b>ADD ALT. #3</b>	<b>ADD ALT. #4</b>	<b>FINAL BID AMOUNT</b>
Suulutaaq Construction Company	\$1,197,223	\$12,000	\$94,731	\$18,644	\$56,325	\$1,322,598
	Cumulative:	\$1,209,223	\$1,303,954	<b>\$1,322,598</b>	\$1,378,923	
Ghilotti Construction Company	\$1,304,591	\$12,000	\$155,185	\$24,089		\$1,483,865
	Cumulative:	\$1,304,591	\$1,459,776	\$1,483,865	\$1,562,495	

Prior to opening the bids, it was announced to the bidders that the City had established a construction a budget of \$1,352,450 excluding contingencies. As required by the bid documents,

four add alternatives were listed in order of priority. The low bidder would be determined based on the lowest cost for the greatest number of add alternatives within the construction budget.

Suulutaaq Construction's cost proposal of \$1,322,598 including Alternatives 1, 2, & 3 reflected the lowest cost including these three alternatives and was also under the established budget. This cost came in at a savings of \$549,105, when compared with the Engineer's estimate of construction costs.

It should be noted that the apparent second low bidder, Ghilotti Construction Company, submitted a bid protest a few days after the bid opening. Ghilotti Construction protested that the apparent low bidder, Suulutaaq Construction, did not list all their subcontractors and vendors in their bid document. This issue has been duly considered by staff and found to have no material impact on the bid results. Missing from Suulutaaq Construction's list was the company providing trucking services and the vendor supplying the materials asphalt concrete and base material. Suulutaaq Construction has provided follow-up documentation which demonstrates that quotes from the trucking company and the vendor were secured by Suulutaaq prior to the bid opening. These amounts were already included in Suulutaaq's bid total. The subcontractors were inadvertently left off by Suulutaaq. The City's bid document states: "The City of Suisun City reserves the right to reject any and all bids or to waive any defects or informality in the bidding." This clerical error would not result in any change or increase to the price provided by Suulutaaq Construction.

The RFPs for the environmental monitoring and the materials testing which are required supporting activities for the construction were issued in mid-March 2012, and the City received seven responses for environmental monitoring and nine responses for materials testing. The environmental monitoring and materials testing proposals were evaluated based on the criteria outlined in the RFPs, and Sycamore Environmental Consultants, Inc. and CTS Construction Testing Services met the criteria for said RFPs.

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**RECOMMENDATION:** It is recommended that the City Council adopt:

1. Resolution No. 2012-\_\_: Authorizing the City Manager to Enter into a Construction Contract on the City's behalf with Suulutaaq Construction Company for the Construction of the Grizzly Island Trail Project; and
2. Resolution No. 2012-\_\_: Authorizing the City Manager to Enter into a Professional Services Agreement on the City's behalf with Sycamore Environmental Consultants, Inc. for Environmental Monitoring of the Grizzly Island Trail Project; and
3. Resolution No. 2012-\_\_: Authorizing the City Manager to Enter into a Professional Services Agreement on the City's behalf with CTS Construction Testing Services.

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**ATTACHMENTS:**

1. Resolution 2012-\_\_: Authorizing the City Manager to Enter into a Construction Contract on the City's behalf with Suulutaaq Construction Company for the Construction of the Grizzly Island Trail Project.
2. Resolution 2012-\_\_: Authorizing the City Manager to Enter into a Professional Services Agreement on the City's behalf with Sycamore Environmental Consultants, Inc. for Environmental Monitoring of the Grizzly Island Trail Project.
3. Resolution No. 2012-\_\_: Authorizing the City Manager to Enter into a Professional Services Agreement on the City's behalf with CTS Construction Testing Services for Materials Testing for the Grizzly Island Trail Project.
4. Map of Grizzly Island Trail.

**RESOLUTION NO. 2012 - \_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY  
AUTHORIZING THE CITY MANAGER TO ENTER INTO A CONSTRUCTION  
CONTRACT ON THE CITY'S BEHALF WITH SUULUTAAQ CONSTRUCTION  
COMPANY FOR THE CONSTRUCTION OF THE GRIZZLY ISLAND TRAIL PROJECT**

**WHEREAS**, staff has prepared plans, specifications and an estimate for bidding the Grizzly Island Trail Project; and

**WHEREAS**, two bid proposals were received by the City before 2:00 pm on April 17, 2012, and were opened and read; and

**WHEREAS**, Suulutaaq Construction Company, provided the lowest responsible bid of \$1,322,598 for the base project plus Additive Alternates one, two, and three; and

**WHEREAS**, staff has reviewed the low bidder's cost proposal and bid documents and has determined that the bid submitted by Suulutaaq Construction is responsive and that Suulutaaq Construction is a responsible bidder.

**NOW, THEREFORE, BE IT RESOLVED**, that that the City Council of the City of Suisun City authorizes the City Manager to enter into a construction contract on behalf of the City with Suulutaaq Construction Company for the Grizzly Island Trail Project including the base project plus additive alternates one, two, and three for the contract cost of \$1,322,598 and to take any and all necessary and appropriate actions to implement this contract. The City Council further authorizes the City Manager to approve changes for contingencies as necessary within the approved budget.

**PASSED AND ADOPTED** at a Regular Meeting of the City Council of the City of Suisun City duly held on Tuesday, the 1st of May, 2012 by the following vote:

<b>AYES:</b>	Councilmembers:	_____
<b>NOES:</b>	Councilmembers:	_____
<b>ABSENT:</b>	Councilmembers:	_____
<b>ABSTAIN:</b>	Councilmembers:	_____

**WITNESS** my hand and the seal of the City of Suisun City this 1<sup>st</sup> of May, 2012.

\_\_\_\_\_  
Linda Hobson, CMC  
City Clerk

**RESOLUTION NO. 2012 - \_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY  
AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL  
SERVICES AGREEMENT ON THE CITY'S BEHALF WITH  
SYCAMORE ENVIRONMENTAL CONSULTANTS, INC. FOR ENVIRONMENTAL  
MONITORING OF THE GRIZZLY ISLAND TRAIL PROJECT**

**WHEREAS**, the City has been awarded a total of approximately \$2.2 million in grant funds from Safe Routes to School grant funds and Federal Congestion Mitigation and Quality funds to design and build the Grizzly Island Trail; and,

**WHEREAS**, on May 4, 2010, the City entered into a professional services agreement with AECOM to perform environmental technical studies for the Grizzly Island Trail project; and

**WHEREAS**, AECOM completed the final environmental documents which included details on the environmental monitoring required prior to and during construction of the Grizzly Island Trail; and

**WHEREAS**, on March 14, 2012, the City issued a Request for Proposal for the environmental monitoring of the Grizzly Island Trail; and

**WHEREAS**, on April 12, 2012, proposals were received from seven Environmental Service firms and

**WHEREAS**, City staff has conducted a selection process for Environmental Monitoring services for the Grizzly Island Trail Project; and

**WHEREAS**, Sycamore Environmental Services, Inc., a California Corporation was selected as the best qualified firm.

**NOW, THEREFORE, BE IT RESOLVED**, that that the City Council of the City of Suisun City authorizes the City Manager to enter into a Professional Services Agreement on behalf of the City with Sycamore Environmental Services, Inc. for the Grizzly Island Trail Project in the amount not to exceed \$60,000 and to take any and all necessary and appropriate actions to implement this contract. The City Council further authorizes the City Manager to approve changes for contingencies not to exceed an additional 20% of the contract or \$12,000.

**PASSED AND ADOPTED** at a Regular Meeting of the City Council of the City of Suisun City duly held on Tuesday, the 1<sup>st</sup> of May, by the following vote:

<b>AYES:</b>	Councilmembers:	_____
<b>NOES:</b>	Councilmembers:	_____
<b>ABSENT:</b>	Councilmembers:	_____
<b>ABSTAIN:</b>	Councilmembers:	_____

**WITNESS** my hand and the seal of the City of Suisun City this 1<sup>st</sup> of May, 2012.

\_\_\_\_\_  
Linda Hobson, CMC  
City Clerk

**RESOLUTION NO. 2012 - \_\_\_\_**

**A RESOLUTION OF THE CITY COUNCIL OF THE CITY OF SUISUN CITY  
AUTHORIZING THE CITY MANAGER TO ENTER INTO A PROFESSIONAL  
SERVICES AGREEMENT ON THE CITY'S BEHALF WITH CTS CONSTRUCTION  
FOR TESTING SERVICES MATERIALS TESTING FOR  
THE GRIZZLY ISLAND TRAIL PROJECT**

**WHEREAS**, the City has been awarded a total of approximately \$2.2 million in grant funds from Safe Route to School grant funds and Federal Congestion Mitigation A and Quality funds to design and build the Grizzly Island Trail; and,

**WHEREAS**, on April 17, 2012 staff received cost proposals for the construction of the Grizzly Island Trail; and

**WHEREAS**, construction of the Grizzly Island Trail will require specialized testing to ensure that the contractor meets certain design parameters; and

**WHEREAS**, on March 15, 2012 the City issued a Request for Proposals for materials testing of the Grizzly island Trail; and

**WHEREAS**, on April 12, 2012 proposals were received from nine materials testing firms; and

**WHEREAS**, City staff has conducted a selection process for materials testing services for the Grizzly Island Trail Project; and

**WHEREAS**, CTS Construction Testing Services, a California Corporation was selected as the best qualified firm.

**NOW, THEREFORE, BE IT RESOLVED**, that that the City Council of the City of Suisun City authorizes the City Manager to enter into a Professional Services Agreement on behalf of the City with CTS Construction Testing Services for the Grizzly Island Trail Project in the amount not to exceed \$22,000 and to take any and all necessary and appropriate actions to implement this contract. The City Council further authorizes the City Manager to approve changes for contingencies not to exceed an additional 20% of the contract or \$4,400.

**PASSED AND ADOPTED** at a Regular Meeting of the City Council of the City of Suisun City duly held on Tuesday, the 1<sup>st</sup> of May 2012, by the following vote:

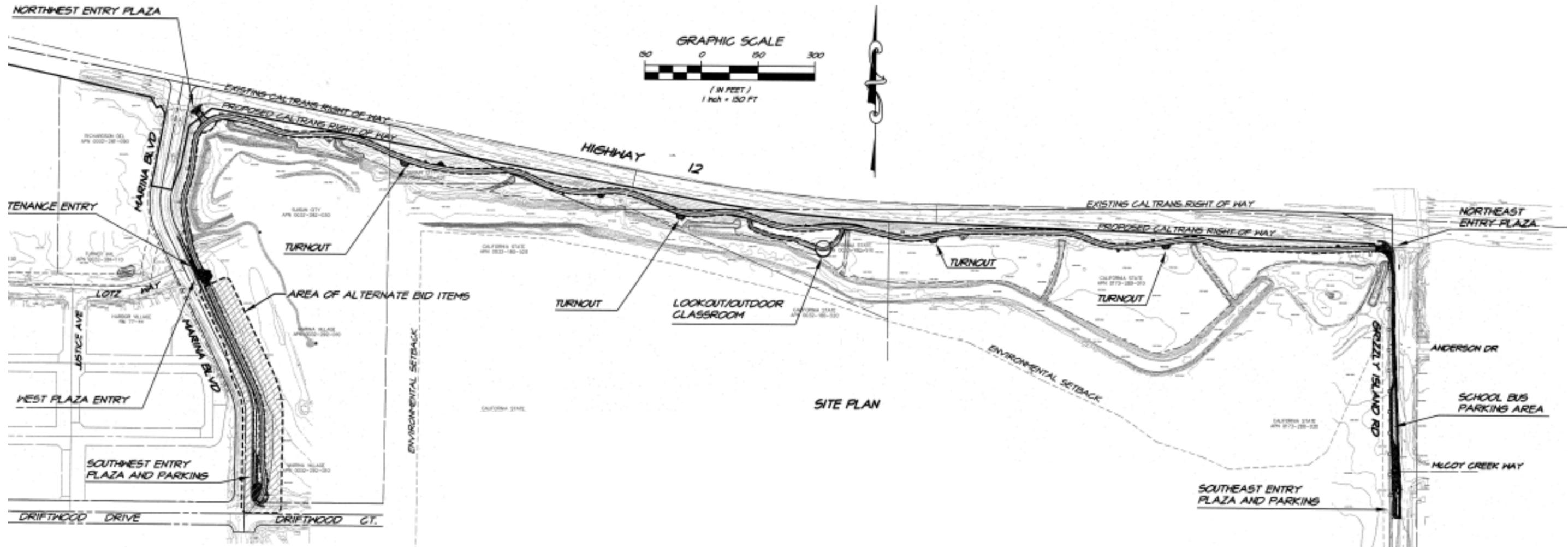
**AYES:** Councilmembers: \_\_\_\_\_  
**NOES:** Councilmembers: \_\_\_\_\_  
**ABSENT:** Councilmembers: \_\_\_\_\_  
**ABSTAIN:** Councilmembers: \_\_\_\_\_

**WITNESS** my hand and the seal of the City of Suisun City this 1<sup>st</sup> of May 2012.

\_\_\_\_\_  
Linda Hobson, CMC  
City Clerk

# ATTACHMENT 4

## Location Map for the Grizzly Island Trail Project



## AGENDA TRANSMITTAL

**MEETING DATE:** May 1, 2012

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**SUCCESSOR AGENCY AGENDA ITEM:** Basic Component Unit Financial Statements for the Suisun City Redevelopment Agency:

- a. Annual Presentation of the City of Suisun City Redevelopment Agency Basic Financial Statements; and
- b. Successor Agency Adoption of Resolution No. SA 2012-\_\_\_: Accepting the Basic Component Unit Financial Statements with Independent Auditor's Report, the Housing Community Report, the Annual Report, and the State Controller's Report for Fiscal Year 2010-11.

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**FISCAL IMPACT:** There would be no fiscal impact associated with the adoption of the proposed Resolution.

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**STAFF REPORT:** The outside auditors (Vavrinek, Trine, Day & Co., LLP) have completed their fieldwork and have provided us with the necessary adjustments to the general ledger. The accompanying packet, *Redevelopment Agency Basic Financial Statement*, summarize the results of operations for the Redevelopment Agency for the fiscal year ending June 30, 2011. **The Agency received a clean audit report.**

The Government-Wide Financial Statements are designed to provide readers with a broad overview of the Agency's finances. As of June 30, 2011, the Agency's assets were \$49.7 million, liabilities of \$66.6 million and net assets of \$(16.9) million as illustrated on page 12 of the RDA financial report. This condition of liabilities is expected for an agency established to borrow and expend funds for the purpose of economic development, with the borrowed funds to be repaid with the revenue generated by the increased economic activity.

The Fund Financial Statements focus on short-term inflows and outflows of spendable resources and the remaining year-end balances available for spending. This information is useful in evaluating the Agency's near-term financing requirements. Tax Increment receipts for fiscal year 2010-11 were \$11,478,307 about a 2% *decrease* over the prior year (page 9).

Overall, the Agency's total fund balance as of June 30, 2011 was \$9.6 million. It consisted of \$10.0 million in Housing Set-Aside (which includes Almond Gardens Fund), \$(0.9) million in Bonds Debt Service (including reserves with trustee), and \$0.5 million in other funds. The Statement of Revenues, Expenditures, and Changes in Fund Balance for the Agency's major funds is illustrated on page 14-15 of the RDA financial report.

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**PREPARED BY:**  
**REVIEWED BY:**  
**APPROVED BY:**

Elizabeth N. Luna, Senior Accountant  
Ronald C. Anderson, Jr. Assistant City Manager  
Suzanne Bragdon, City Manager

Individual financial statements for the Non-Major Agency Funds may be reviewed, on pages 51-54 of the RDA financial report.

The budget comparison schedule for major funds can be found starting on page 45 of the accompanying report.

California Community Redevelopment Law requires that local community development agencies submit annual reports to the State Department of Housing and Community Development (HCD) and the State Controller's Office (SCO) within six months of the end of each agency's fiscal year.

The following reports were submitted in compliance of the current requirement, and were submitted to the Agency prior to December 31, 2011. These reports were already distributed to Council and are not included in this report (except the Basic Component Unit Financial Statements). The public may request copies through the City Clerk's Office.

- Basic Component Unit Financial Statements and Independent Auditor's Report for the year ended June 30, 2011.
- HCD Report of Redevelopment Agency Housing Activity for fiscal year ending June 30, 2011.
- SCO Redevelopment Agency Financial Transactions for fiscal year ending June 30, 2011.
- Annual Report FY 2010-11 that includes, Blight Removal Progress Report, Property Report and Loan Report.

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**RECOMMENDATIONS:** It is recommended that the Successor Agency adopt Resolution No. SA 2012-\_\_\_: Accepting the Basic Component Unit Financial Statements with Independent Auditor's Report, the Housing Community Report, the Annual Report, and the State Controller's Report for Fiscal Year 2010-11.

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**ATTACHMENTS:**

1. Resolution No. SA 2012-\_\_\_: Accepting the Basic Component Unit Financial Statements with Independent Auditor's Report, the Housing Community Report, the Annual Report, and the State Controller's Report for Fiscal Year 2010-11.

**RESOLUTION NO. SA 2012-\_\_\_**

**A RESOLUTION OF THE SUISUN CITY COUNCIL ACTING AS THE SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF SUISUN CITY ACCEPTING THE BASIC COMPONENT UNIT FINANCIAL STATEMENTS WITH INDEPENDENT AUDITOR'S REPORT, THE HOUSING COMMUNITY REPORT, THE ANNUAL REPORT, AND THE STATE CONTROLLER'S REPORT FOR FISCAL YEAR 2010-11**

**WHEREAS**, the Suisun City Council Acting as the Successor Agency to the Redevelopment Agency of the City of Suisun City endeavors to manage its financial affairs in a prudent and professional manner, consistent with Generally Accepted Accounting Practices; and

**WHEREAS**, an annual audit conducted by outside auditors is an essential method to ensure we meet this goal of fiscal prudence; and

**WHEREAS**, the accounting firm of Varinek, Trine, Day & Co., LLP conducted the audit and concluded that the Agency's financial statements "present fairly in all material respects the financial position of the governmental activities and each major fund of the City of Suisun City Redevelopment Agency as of June 30, 2011"; and

**WHEREAS**, the Suisun City Redevelopment Agency's Basic Financial Statements with Independent Auditor's Report, the Housing Community Report, the Annual Report and the State Controller's Report for the fiscal year ending June 30, 2011, was presented to the Agency for its review and acceptance.

**NOW, THEREFORE, BE IT RESOLVED** that the Suisun City Council Acting as the Successor Agency to the Redevelopment Agency of the City of Suisun City does hereby accept the fiscal year 2010-11 City of Suisun City Redevelopment Agency Basic Component Unit Financial Statements with Independent Auditor's Report, the Housing Community Report, the Annual Report, and the State Controller's Report for fiscal year 2010-11.

**PASSED AND ADOPTED** at a regular meeting of the Suisun City Council Acting as the Successor Agency to the Redevelopment Agency of the City of Suisun City meeting duly held on the 1st of May, 2012, by the following vote:

<b>AYES:</b>	Boardmembers:	_____
<b>NOES:</b>	Boardmembers:	_____
<b>ABSENT:</b>	Boardmembers:	_____
<b>ABSTAIN:</b>	Boardmembers:	_____

**WITNESS** my hand and seal of said Agency this 1st of May 2011.

\_\_\_\_\_  
Linda Hobson, CMC  
Agency Secretary

# MINUTES

## REGULAR MEETING OF THE SUISUN CITY COUNCIL

AND

## SUISUN CITY COUNCIL ACTING AS SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF SUISUN CITY,

TUESDAY, APRIL 3, 2012

7:00 P.M.

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SUISUN CITY COUNCIL CHAMBERS -- 701 CIVIC CENTER BOULEVARD -- SUISUN CITY, CALIFORNIA

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### ROLL CALL

Mayor Sanchez called the Meeting to order at 7:00 PM with Council / Board Members Day, Derting, Hudson, Segala present.

Pledge of Allegiance was led by Council / Board Member Hudson.

Invocation was given by City Manager Bragdon.

### PRESENTATIONS/APPOINTMENTS

*(Presentations, Awards, Proclamations, Appointments).*

1. Approving Appointment to the Oversight Board of the Suisun City Council Acting as Successor Agency to the Redevelopment Agency of the City of Suisun City. Mayor's At-Large Appointment.

**Mayor Sanchez advised no appointment would be made tonight.**

**Discussion was held regarding the importance of appointing someone to the Board. Council Member Derting and Day wanted to appoint Ron Anderson to the Board. Mayor reminded the Council that the appointment is for the Mayor to make.**

2. Presentation of a Proclamation to Louise Harris, Chair, Child Abuse Prevention Council, Recognizing the Month of April 2012 as Child Abuse Prevention Awareness Month and Supporting the Child Abuse Prevention Council's Blue Ribbon Campaign.

**Mayor Sanchez read and Council Member Hudson presented the Proclamation to Louise Harris.**

Ms. Harris President of the , thanked the City Council for their support.

### PUBLIC COMMENT

*(Requests by citizens to discuss any matter under our jurisdiction other than an item posted on this agenda per California Government Code §54954.3 allowing 3 minutes to each speaker).*

Frederick Young advised their would be a Community Youth Activity event on April 7, 2012 at the Joe Nelson Community Center.

Lori Wilson of the Community Service Foundation reported the organization is on a campaign to raise \$25,000 for the 4<sup>th</sup> of July event and challenged each Council Member to find 25 people to

donate \$25.

George Guynn thanked the Mayor for nominating him for the appointment to the Oversight Board; and stated Redevelopment was gone and wondered how the employees in Redevelopment were going to get paid.

Billy Gaither thanked the Council for doing such a good job and improving Suisun City to become a nice community to live.

**CONFLICT OF INTEREST NOTIFICATION - None**

*(Any items on this agenda that might be a conflict of interest to any Councilmembers / Boardmembers should be identified at this time.)*

**CONSENT CALENDAR**

*Consent calendar items requiring little or no discussion may be acted upon with one motion.*

City Council

3. Council Adoption of Resolution No. 2012-16: Accepting Pintail Drive Resurfacing Project as Complete and Authorizing the City Manager to Record the Notice of Completion with the Solano County Recorder – (Kasperson).
4. Council Adoption of Resolution No. 2012-17: Accepting the Chyrl Way Rehabilitation Project as Complete and Authorizing the City Manager to Record the Notice of Completion with the Solano County Recorder – (Kasperson).

Suisun City Council Acting as Successor Agency

5. Adopting an Updated Enforceable Obligation Payment Schedule and Receiving and Accepting an Updated Draft Recognized Obligation Payment Schedule – (Garben).
  - a. Agency Adoption of Resolution No. SA 2012-04: Adopting an Updated Enforceable Obligation Payment Schedule
  - b. Receive and Accept an Updated Draft Recognized Obligation Payment Schedule.

Joint City Council / Suisun City Council Acting as Successor Agency

6. Council/Agency/Commission Approval of the Minutes of the Regular and Special Meetings of the Suisun City Council, Suisun City Council Acting as Successor Agency, and Housing Authority Board held on March 20, 2012 – (Hobson).

**Motioned by Council / Board Member Segala and seconded by Council / Board Member Derting to approve the Consent Calendar. Motion carried unanimously.**

**GENERAL BUSINESS**

City Council

7. Adoption of Council Resolution No. 2012-18: Accepting the Annual Progress Report on Implementation of City of Suisun City Housing Element for 2011 to State of California Department of Housing and Community Development – (Wooden).

George Guynn commented on affordable housing and not needing any more affordable housing in Suisun City; but suggested the City should look at high-end housing.

**Motioned by Council Member Segala and seconded by Council Member Derting to adopt Council Resolution No. 2012-18. Motion carried unanimously.**

**PUBLIC HEARINGS:**

City Council

8. PUBLIC HEARING

Consideration of Proposed Fireworks Ordinance and Implementing Resolutions – (O'Brien).

- a. Council Consideration, Waive Reading, and Introduction of Ordinance No. 721: Amending City Code Title 8, Chapter 8.04 – “Fireworks” to Permit the Sales of Safe and Sane Fireworks; and to Regulate other Fireworks Related Activities.
- b. Council Adoption of Resolution No. 2012-19: Adopting Certain Findings and the Policy Directives to Implement the Sales and Use of Safe and Sane Fireworks as Allowed by Title 8, Chapter 8.04 of the Suisun City Code.
- c. Council Adoption of Resolution No. 2012-20: Amending the Master Fee Schedule for Fees Associated with New Requirements of Title 8, Chapter 8.04 of the Suisun City Code.

**Motioned by Council Member Segala and seconded by Council Member Hudson to waive the reading and introduce Ordinance No, 721. Motion carried unanimously.**

**Mayor Sanchez opened the public hearing.**

George Guynn expressed concern about safety and hoped this would be successful and expressed concern about the Master Fee for video tapes.

Dennis Revell stated was in support of all three items on the agenda and explained the booths would be manned properly and would be trained on safety and discussed the violation process.

**Hearing no further comments, Mayor Sanchez closed the public hearing.**

**Motioned by Council Member and seconded by Council Member Hudson to adopt Council Resolutions No. 2012-19 and 2012-20. Motion carried unanimously.**

**REPORTS: (Informational items only.)**

9. City Manager/Executive Director/Staff

City Manager Bragdon reported the City Easter Egg Hunt would be held on Sunday, April 8.

10. Mayor/Council -Chair/Boardmembers

11. Council / Board Member Segala reported on the condition of the train station and reported Suisun City was the only stop for the Capitol Corridor in Solano County; also asked about the damage of the art work on Walters; and thanked the City staff for contacting the railroad with regard to Cordelia Road; announced April 11 Athenian Grill would be doing an event for the Community Service Foundation, expressed concern about bank owned properties not being maintained.

12. Council / Board Member expressed concern about grocery carts and graffiti and asked for an update on the Veterans Hall. Council Member Segala reported some of the damages were more extensive and the improvement should be done by June.

### **CLOSED SESSION**

Pursuant to California Government Code Section 54950 the Suisun City Council will hold a Closed Session for the purpose of:

#### **City Council/ Successor Agency**

13. CONFERENCE WITH LEGAL COUNSEL—EXISTING LITIGATION

Name of case: Carol Anderson v. City of Suisun City Case #: COSF1800305

**8:24 PM – Mayor Sanchez recessed the City Council / Successor Agency to Closed Session.**

### **CONVENE OPEN SESSION**

Announcement of Actions Taken, if any, in Closed Session.

**8:43 PM – Mayor Sanchez reconvened the City Council / Successor Agency and stated no decisions had been made in Closed Session.**

### **ADJOURNMENT**

There being no further business, Mayor Sanchez adjourned the City Council meeting at 8:43 PM.

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Linda Hobson, CMC  
City Clerk

# MINUTES

## REGULAR MEETING OF THE SUISUN CITY COUNCIL

AND

## SUISUN CITY COUNCIL ACTING AS SUCCESSOR AGENCY TO THE REDEVELOPMENT AGENCY OF THE CITY OF SUISUN CITY

TUESDAY, APRIL 17, 2012

7:00 P.M.

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SUISUN CITY COUNCIL CHAMBERS -- 701 CIVIC CENTER BOULEVARD -- SUISUN CITY, CALIFORNIA

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### ROLL CALL

Mayor Sanchez called the meeting to order at 7:00 PM with Council / Board Members Day, Derting, Segala, and Mayor Pro Tem Hudson. Mayor Sanchez was absent. Pledge of Allegiance was led by Council / Board Member Segala. Invocation was given by City Manager Bragdon.

### PRESENTATIONS/APPOINTMENTS

*(Presentations, Awards, Proclamations, Appointments).*

1. Presentation by Jonathan Harvey, Captain, The Salvation Army on the KROC Center, presented slides showing the renovation and complimented staff for working so well with the Kroc Center staff.

Captain Harvey advised the Kroc Center will have a grand opening on Memorial weekend.

2. Presentation of a Proclamation to Rod Malloy, Chief Operations Officer, Mission Solano, Recognizing April 21, 2012 as "Mission Solano Earth Day".

**Mayor Pro Tem Hudson read and Council Member Segala presented the proclamation to Chief Operation Officer Malloy.**

Chief Operation Officer Malloy shared some stories about participants, advised Earth Day will be Saturday, April 21, groups will be going out to eight designated areas to pick up waste and some of that waste will be turned into art by a local artist which will be presented to the City when completed.

3. Approving Appointment(s) to the Oversight Board of the Suisun City Council Acting as Successor Agency to the Redevelopment Agency of the City of Suisun City. Mayor's At-Large Appointment.

**Mayor Pro Tem Hudson stated Mayor Sanchez was ill this evening, therefore, no appointment would be made.**

4. Presentation: Fairfield and Suisun Transit (FAST) - (Mona Babauta, Transit Manager).

**Transit Manager Babauta presented slides and explained why changes to local transit service were necessary.**

**PUBLIC COMMENT**

*(Requests by citizens to discuss any matter under our jurisdiction other than an item posted on this agenda per California Government Code §54954.3 allowing 3 minutes to each speaker).*

Richard Giddens expressed concern about the City Council not appointing a Suisun City resident to the Oversight Board and commented on the death of redevelopment.

George Guynn, Jr. commented on the transit presentation, stated more private enterprise and less government, and commented on the lack of an appointment to the Oversight Board.

**CONFLICT OF INTEREST NOTIFICATION**

*(Any items on this agenda that might be a conflict of interest to any Councilmembers / Boardmembers should be identified at this time)*

**Council / Board Member Derting declared a conflict of interest with Item 10.**

**CONSENT CALENDAR**

*Consent calendar items requiring little or no discussion may be acted upon with one motion.*

**City Council**

5. Council Adoption of Resolution No. 2012-21: Adopting the Public Agency Retirement Systems (PARS) Section 457 FICA Alternative Retirement System (ARS) Plan for all Employees Not Otherwise Covered under the City's CalPERS Retirement Plan and Appointing the Assistant City Manager/Administrative Services Director as the Plan Administrator – (Anderson).
6. Council Adoption of Resolution No. 2012-22: Authorizing the City Manager to Recruit and Appoint one Police Sergeant – (Anderson).
7. Council Adoption of Ordinance No. 721: Amending Title 8, Chapter 8.04 – “Fireworks” to Permit the Sales of Safe and Sane Fireworks; and to Regulate other Fireworks Related Activities. (Introduced and Reading Waived on 4/3/12) – (O'Brien).
8. Council Adoption of Resolution No. 2012-23: Adopting the Sixth Amendment to the Annual Appropriation Resolution No. 2011-62 to Appropriate \$21,000 for the FY 2011 Edward Byrne Memorial Justice Assistance Grant - (Garben).

**Joint City Council / Suisun City Council Acting as Successor Agency**

9. Council/Agency Approval of the March 2012 Payroll Warrants in the amount of \$618,055.07. Council Approval of the March 2012 Payable Warrants in the amount of \$1,038,054.49 – (Finance).

City Manager Bragdon requested Item 7 be voted on separately.

**Motioned by Council / Board Member Derting and seconded by Council / Board Member Day to approve the Consent Calendar. Motion carried unanimously by the members present.**

**Motioned by Council Member Derting and seconded by Council Member Day to adopt Ordinance No. 721 with the following clerical corrections:**

**8.04.050(F)(e) For the year 2012, applications must be filed on the effective date of the Ordinance. (no date)**

**8:04.050(Q)(a) Change date on line 10 from May 1 to May 31.**

**Motion carried unanimously by the members present.**

## **GENERAL BUSINESS**

### **City Council**

10. Council Adoption of Resolution No. 2012-24: Authorizing the City Manager to Approve a Right-of-Way Cooperative Agreement between the City of Suisun City and the City of Fairfield and Authorizing the City Manager to Approve Addendum No. 1 to the Agreement including Storm-Drain Improvements along the North Side of Old Railroad Avenue – (Kasperson).

**8:22 PM -Council Member Derting left the Council Chambers due to conflict of interest.**

**Motioned by Council Member Day and seconded by Council Member Derting to adopt Council Resolution No. 2012-24. Motion carried by the following vote:**

**AYES: Council Members Day, Segala, Hudson**

**NOES: None**

**ABSENT: Council Members Sanchez, Derting (due to conflict)**

**PUBLIC HEARINGS: None**

### **REPORTS: (Informational items only.)**

11. City Manager/Executive Director/Staff

- Status of General Plan Update – (Wooden)

Staff working with property owners on the east side of town to form a partnership, issues with Travis AFB have come up, and intensity development on property, however, staff thinks the issues will be resolved within a couple months..

- Status of Walmart – (Bragdon).

City Manager Bragdon reported the applications for the nonprofits for fireworks will be available tomorrow noon, the Request for Proposals for the wholesaler will be ready the end of this week.

The Wal-Mart team has been working with the local manager, the grading to start in July, during rainy season plans will be worked on and finalized, and construction will begin next spring.

12. Mayor/Council -Chair/Boardmembers

Council Member / Board Member Segala reported on the Suisun Wildlife Center and requested the Council support the Center so that the Center can apply for grants; requested information on bank owned properties clean up; and the damaged art piece on Walters Road, expressed concern about the lighting at the train station needed to be improved so the train station is user friendly. Building / Public Works Director Kasperson reported that the City had waited a long time for the artist's estimate for the repair and was looking into coordinating with Wal-Mart plans.

Council Member / Board Member Derting stated the council should be aware of people smoking outside of AJs.

Mayor Pro Tem Hudson expressed concern about the time that inmates are released; restrictions for 18-wheelers on Main Street, thanked Assistant City Manager Anderson and Building & Public Works Director Kasperson for helping a business get an emergency license.

Council Member / Board Member Day reported Veterans Forum and MS Walk on April 28, MS walk same day, and thanked Building / Public Works Director Kasperson regarding quick response to the rain leaks at the Lawler House during the last rain storm.

### **CLOSED SESSION**

Pursuant to California Government Code Section 54950 the Suisun City Council will hold a Closed Session for the purpose of:

13. CONFERENCE WITH LABOR NEGOTIATOR

Agency negotiator: Suzanne Bragdon, City Manager, Ron Anderson, Assistant City Manager, and Tim Mattos, Police Commander.

Employee organization: SCPOA (Suisun City Police Officers' Association)

14. CONFERENCE WITH LABOR NEGOTIATOR

Agency negotiator: Suzanne Bragdon, City Manager, Ron Anderson, Assistant City Manager, and Dan Kasperson, Public Works and Building Director.

Employee Organization: SCEA (Suisun City Employees' Association).

15. CONFERENCE WITH LABOR NEGOTIATOR

Agency negotiator: Suzanne Bragdon, City Manager, Ron Anderson, Assistant City Manager, and Jason Garben, Economic Development Director.

Employee organization: SCMPEA (Suisun City Management and Professional Employees' Association)

**9:03 PM – Mayor Pro Tem Hudson recessed the City Council / Agency to Closed Session.**

### **CONVENE OPEN SESSION**

Announcement of Actions Taken, if any, in Closed Session.

**9:46 PM – Mayor Pro Tem Hudson reconvened the City Council and stated no decisions had been made in Closed Session.**

### **ADJOURNMENT**

There being no further business, Mayor Pro Tem Hudson adjourned the meeting at 9:46 PM.

Linda Hobson, CMC  
City Clerk

## AGENDA TRANSMITTAL

**MEETING DATE:** May 1, 2012

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**SUCCESSOR AGENCY AGENDA ITEM:** Receive and Accept the Draft Recognized Obligation Payment Schedule for the Period Ending December 31, 2012.

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**FISCAL IMPACT:** All items listed on the ROPS are obligations of the former Redevelopment Agency such as bond payments, loan payments to third parties, administrative costs, and costs associated with the Main Street West DDA that fall within the timeframe of July 1, 2012, through December 31, 2012. All expenses associated with this ROPS will be incorporated into the FY 2012-2013 Annual Budget that will be under consideration in June.

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**BACKGROUND:** On December 29, 2011, the California Supreme Court issued its decision upholding ABX1 26 (AB26), effectively eliminating redevelopment agencies throughout the State of California, effective February 1, 2012. The City of Suisun City adopted a resolution on January 31, 2012, electing to serve as the Successor Agency to the former Redevelopment Agency of the City of Suisun City. The Successor Agency is to prepare a Recognized Obligation Payment Schedule (ROPS) for each six-month period (July through December, and January through June) outlining the amount and source of payments for all enforceable obligations required to be paid by the Successor Agency. The ROPS includes items such as debt service on bonds, loan payments, project costs, and administrative costs.

The first ROPS covering the period of January 1, 2012, through June 30, 2012 was submitted to and approved by the Oversight Board on April 13, 2012. Prior to Oversight Board Approval, the following three items were questioned by the Department of Finance (DOF), which the Oversight Board included on the ROPS conditionally, subject to further review:

1. Civic Center COP Reimbursement Agreement
2. 333 Sunset Reimbursement
3. Main Street West DDA

Upon Oversight Board approval, the ROPS was immediately submitted to the DOF for review, and staff provided the DOF with documentation and information supporting leaving the three aforementioned items on the ROPS as enforceable obligations. Upon review of the Oversight Board-approved ROPS for the period ending June 2012, the DOF staff has indicated verbally the Civic Center COP Reimbursement Agreement, and costs associated with the Main Street West DDA are enforceable obligations. However, DOF staff also verbally indicated the 333 Sunset Reimbursement and unspent bond proceeds are not enforceable obligations. The DOF also disallowed administrative costs listed on the ROPS incurred by the Redevelopment Agency in January 2012, however staff is in the process of the providing more information to the DOF in order to clarify this issue as these costs should not be disallowed.

The ROPS for the period of July 1, 2012, through December 31, 2012 must be prepared by the Successor Agency, approved by the Oversight Board and submitted to the County Auditor-Controller and DOF by May 11, 2012 in order for the County Auditor-Controller time to make the payment to the Successor Agency on June 1, 2012, pursuant to AB 26.

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**PREPARED BY:**

Jason Garben, Economic Development Director

**REVIEWED/APPROVED BY:**

Suzanne Bragdon, Executive Director

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**STAFF REPORT:** The ROPS for the period of July 1, 2012, through December 31, 2012, includes the same items listed on the previously adopted ROPS, with updated payment amounts for each obligation. Further, with pending legislation and possible litigation relating to AB 26, it is recommended the 333 Sunset Reimbursement and the Bond Proceeds remain on the ROPS without requests for payment. Leaving these items listed on the ROPS without request for payment during this period positions the Successor Agency to take advantage of any future changes to the law, and to preserve the current legal rights of the Successor Agency. Although the ROPS is prepared by the Successor Agency, the ROPS is not effective until it is submitted to the County Auditor-Controller, adopted by the Successor Agency's Oversight Board, and approved by the DOF. Thus, it is recommended the Successor Agency receive and accept the ROPS for the period of July 1, 2012 through December 31, 2012.

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**RECOMMENDATION:** It is recommended that the Successor Agency Receive and Accept Recognized Obligation Payment Schedule for the Period of July 1, 2012 through December 31, 2012.

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**ATTACHMENTS:**

1. ROPS – July 1, 2012, through December 31, 2012.

**RECOGNIZED OBLIGATION PAYMENT SCHEDULE - CONSOLIDATED  
FILED FOR THE PERIOD OF 7/1/12 THROUGH 12-31-12**

**Name of Successor Agency**

Successor Agency to the Redevelopment Agency of the City of Suisun City

Balance Carried Forward From:	Current	
	Total Outstanding Debt or Obligation	Total Due During Fiscal Year
<b>Outstanding Debt or Obligation</b> (From Form A, Page 1 Totals)	\$ 76,832,897.01	\$ 5,341,112.50
	<b>Total Due for Six Month Period</b>	
<b>Outstanding Debt or Obligation</b> (From Form B, Page 1 Totals)	\$ 4,412,821.50	
<b>Available Revenues other than anticipated funding from RPTTF (Form C)</b>	\$ -	
<b>Anticipated Funding from Redevelopment Property Tax Trust Fund (RPTTF) (Form C)</b>	\$ 4,412,821.50	
<b>Administrative Allowance</b> (greater of 5% of anticipated Funding from RPTTF or 250,000)	\$ 250,000.00	

It is noted line items 8 and 12 are not enforceable obligations as determined by the Department of Finance. However, these items are listed on the ROPS without any payment requested during this period given the uncertainty surrounding potential future changes to the law affecting these items

Consolidate on this form all of the data contained on Form A, B and C. Form A is to include all outstanding obligation entered into for period filed. Form B is to include payment requirement for each enforceable obligation for each month. Form C is to enter the anticipated funding source for each listed enforceable obligation.

Certification of Oversight Board Chairman:  
Pursuant to Section 34177(l) of the Health and Safety code,  
I hereby certify that the above is a true and accurate Recognized  
Enforceable Payment Schedule for the above named agency.

\_\_\_\_\_  
Name Title

\_\_\_\_\_  
Signature Date

**RECOGNIZED OBLIGATION PAYMENT SCHEDULE**

Per AB 26 - Section 34177(I)

Filed for Period July 1, 2012 to December 31, 2012

Project Name / Debt Obligation	Payee	Description	Total Outstanding Debt or Obligation	Total Due During Fiscal Year
1) 1998 Tax Exempt Bonds	US Bank	Bonds Issued to Fund Redevelopment Project	21,900,525.78	555,345.00
2) 2003 Series A Tax Allocation Bonds	US Bank	Bonds Issued to Fund Redevelopment Project	5,005,000.00	519,530.00
3) 2003 Series B Tax Allocation Bonds	US Bank	Refunding of 1993 Tax Allocation Bonds	30,015,000.00	3,040,337.50
4) Marina Construction Loan	Dept of Boating and Waterways	Marina Construcion/Rehab	6,488,571.56	452,070.00
5) Marina Expansion Loan	Sheldon Oil	Marina Expansion/Land Acquisition	2,261,591.39	268,000.00
6) SERAF Payment	Low/Mod Housing Fund	SERAF Loan Payment	6,901,505.00	
7) Unfunded Liability	PERS Agency Employees	Unfunded PERS and Accrued Leave	168,000.00	
<b>8) 1998/2003 Tax Allocation Bonds*</b>	<b>Various</b>	<b>Bond Proceeds</b>	<b>225,000.00</b>	
9) Iconic Sign Design	Earthquake and Structures, Inc.	Gateway Sign Design	11,000.00	
10) Admin Cost	Various	Staffing Costs, Rent/Utilities, Supplies, Legal, Oversight Board, Etc		250,000.00
11) Foster Boltz Loan Guaranty	Travis Credit Union	Loan Guaranty to Travis Credit Union For Equipment/Start-up Loan to Business	300,000.00	
<b>12) Reimbursement - 333 Sunset Lease*</b>	<b>City of Suisun City</b>	<b>Lease Payment Reimbursements</b>	<b>325,080.28</b>	
13) Main Street West DDA	Various	DDA Obligations		
14) Civic Center COP	City of Suisun City	Civic Center COP Reimbursement Agreement	3,231,623.00	255,830.00
15)				
16)				
17)				
18)				
19)				
20)				
Totals - This Page			\$ 76,832,897.01	\$ 5,341,112.50
Totals - Page 2			\$ -	\$ -
Grand total - All Pages			\$ 76,832,897.01	\$ 5,341,112.50

It is noted line items 8 and 12 are not enforceable obligations as determined by the Department of Finance. However, these items are listed on the ROPS without any payment requested during this period given the uncertainty surrounding potential future changes to the law affecting these items

**RECOGNIZED OBLIGATION PAYMENT SCHEDULE**

Per AB 26 - Section 34177(l)

Filed for Period July 1, 2012 through December 31, 2012

Project Name / Debt Obligation	Project Area	Payments by Month						Subtotal	Adjustments from Prior Schedule	TOTAL
		July	August	September	October	November	December			
1) 1998 Tax Exempt Bonds	All Areas				408,475.00			\$ 408,475.00		\$ 408,475.00
2) 2003 Series A Tax Allocation Bonds	All Areas				400,083.75			\$ 400,083.75		\$ 400,083.75
3) 2003 Series B Tax Allocation Bonds	All Areas				2,445,183.75			\$ 2,445,183.75		\$ 2,445,183.75
4) Marina Construction Loan	All Areas		457,080.00					\$ 457,080.00		\$ 457,080.00
5) Marina Expansion Loan	All Areas				268,000.00			\$ 268,000.00		\$ 268,000.00
6) SERAF Payment	All Areas							\$ -		\$ -
7) Unfunded Liability	All Areas							\$ -		\$ -
8) 1998/2003 Tax Allocation Bonds*	All Areas							\$ -		\$ -
9) Iconic Sign Design	All Areas							\$ -		\$ -
10) Admin Cost	All Areas	20,833.34	20,833.34	20,833.33	20,833.33	20,833.33	20,833.33	\$ 125,000.00		\$ 125,000.00
11) Foster Boltz Loan Guaranty	All Areas							\$ -		\$ -
12) Reimbursement - 333 Sunset Lease*	All Areas							\$ -		\$ -
13) Main Street West DDA	All Areas	4,600.00	4,600.00	4,600.00	4,600.00	4,600.00	46,109.00	\$ 69,109.00		\$ 69,109.00
14) Civic Center COP	All Areas						239,890.00	\$ 239,890.00		\$ 239,890.00
15)	All Areas							\$ -		\$ -
16)								\$ -		\$ -
17)								\$ -		\$ -
18)								\$ -		\$ -
19)								\$ -		\$ -
20)								\$ -		\$ -
Totals - This Page		\$ 25,433.34	\$ 482,513.34	\$ 25,433.33	\$ 3,547,175.83	\$ 265,323.33	\$ 66,942.33	\$ 4,412,821.50	\$ -	\$ 4,412,821.50
Totals - Page 2		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grand total - All Pages		\$ 25,433.34	\$ 482,513.34	\$ 25,433.33	\$ 3,547,175.83	\$ 265,323.33	\$ 66,942.33	\$ 4,412,821.50	\$ -	\$ 4,412,821.50

It is noted line items 8 and 12 are not enforceable obligations as determined by the Department of Finance. However, these items are listed on the ROPS without any payment requested during this period given the uncertainty surrounding potential future changes to the law affecting these items

**RECOGNIZED OBLIGATION PAYMENT SCHEDULE**

Per AB 26 - Section 34177(I)

File for Period July 1, 2012 through December 31, 2012

	Project Name / Debt Obligation	Total from Form B	Source of Payment						TOTAL
			RPTTF	Low and Moderate Income Housing Fund	Bond Proceeds	Reserve Balances	Administrative Cost Allowance	Other Revenue Sources	
1)	1998 Tax Exempt Bonds	\$ 408,475.00	408,475.00						\$ 408,475.00
2)	2003 Series A Tax Allocation Bonds	\$ 400,083.75	400,083.75						\$ 400,083.75
3)	2003 Series B Tax Allocation Bonds	\$ 2,445,183.75	2,445,183.75						\$ 2,445,183.75
4)	Marina Construction Loan	\$ 457,080.00	457,080.00						\$ 457,080.00
5)	Marina Expansion Loan	\$ 268,000.00	268,000.00						\$ 268,000.00
6)	SERAF Payment	\$ -							\$ -
7)	Unfunded Liability	\$ -							\$ -
8)	1998/2003 Tax Allocation Bonds*	\$ -							\$ -
9)	Iconic Sign Design	\$ -							\$ -
10)	Admin Cost	\$ 125,000.00	125,000.00						\$ 125,000.00
11)	Foster Boltz Loan Guaranty	\$ -							\$ -
12)	Reimbursement - 333 Sunset Lease*	\$ -							\$ -
13)	Main Street West DDA	\$ 69,109.00	69,109.00						\$ 69,109.00
14)	Civic Center COP	\$ 239,890.00	239,890.00						\$ 239,890.00
15)		\$ -							\$ -
16)		\$ -							\$ -
17)		\$ -							\$ -
18)		\$ -							\$ -
19)		\$ -							\$ -
20)		\$ -							\$ -
Totals - This Page		\$ 4,412,821.50	\$ 4,412,821.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,412,821.50
Totals - Page 2		\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -	\$ -
Grand total - All Pages		\$ 4,412,821.50	\$ 4,412,821.50	\$ -	\$ -	\$ -	\$ -	\$ -	\$ 4,412,821.50

It is noted line items 8 and 12 are not enforceable obligations as determined by the Department of Finance. However, these items are listed on the ROPS without any payment requested during this period given the uncertainty surrounding potential future changes to the law affecting these items

## AGENDA TRANSMITTAL

**MEETING DATE:** May 1, 2012

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**CITY AGENDA ITEM:** Council Discussion and Direction Regarding a Scaled-Back Independence Day Celebration for July 4, 2012.

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**FISCAL IMPACT:** None to the City. The Suisun City Community Services Foundation has generated, to date, \$45,000 in sponsorships, donations and pledges that could be used to put on a smaller celebration.

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**BACKGROUND:** In adopting the FY 2011-12 Annual Budget in response to the State's decision to eliminate redevelopment agencies across the state, the City Council eliminated funding for City-sponsored events beginning January 1, 2012, including the annual Independence Day Spectacular held on July 4<sup>th</sup>. In November, the Council appointed an Ad Hoc Committee to examine methods of funding future community events.

The Committee took two significant actions:

1. Recommended revision of the Fireworks Ordinance to allow Safe and Sane Fireworks sales to help fund future Independence Day Spectacular events (beginning 2013), and
2. Established the Suisun City Community Services Foundation to raise funds for the 2012 Independence Day Spectacular, and other future community events.

The Council revised the Fireworks Ordinance on April 17, 2012, and sellers permit applications are now available for local nonprofit groups wishing to participate in the selection process.

The Foundation has been fund-raising for some time. To date, it has raised \$45,000 in sponsorships, donations and pledges. Additionally, they have secured a significant donation from the Suisun City Kiwanis Club to fund Saturday movies in the park during the 2012 summer season.

In March, the Council directed staff to return for a discussion in early May to make a determination on whether to proceed with the 2012 Independence Day Spectacular event. This is that report.

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**STAFF REPORT:** The Committee has continued to meet weekly to work on Foundation establishment and to plan and track fund-raising efforts. Since this item was last before the Council in March, the Committee and Foundation have launched an intensive public outreach effort with the goal of educating the community about the need to raise funds and how to make donations. To accomplish this task, the Foundation and Committee have:

- Distributed more than 6,000 flyers and posters donated by Offco Offset Printing through local schools, businesses, City facilities, and public events

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**PREPARED BY:**  
**REVIEWED/APPROVED BY:**

Scott T. Corey, Marketing Manager  
Suzanne Bragdon, City Manager

- Established a website with donation information, including slips for residents to make deposits directly into its account at the Suisun City Chase Bank branch and an online payment account through PayPal.
- Supported the website and flyers with articles in the *Daily Republic*, on Patch.com and through City information channels and social media.
- Newsletter notices were sent out to all City utility customers.
- Two dinner donation events were held at local restaurants sponsored by La Cabana and the Athenian Grill.
- Future events include a ticketed music event hosted by Dimitri's (date to be determined) and Main Street West's "First and Third Thursday wine tasting at the Courtyard", of which a portion of proceeds will go to the Foundation (the first event is scheduled for May 3, 2012).
- Donations are accepted at City Hall, the Nelson Community Center, and Harbormaster's Office.

The fundraising effort has been led by several major sponsors, including:

- \$10,000 from PG&E.
- \$5,000 from Solano Garbage.
- \$5,000 from the Kroc Center.
- \$5,000 from Herm Rowland, Jelly Belly.
- Basin Street Hospitality/Hampton Inn & Suites Suisun City Waterfront (\$2,500).
- Potrero Hills Landfill (\$2,500).
- Patch Services (\$2,000).
- Aleshire & Wynder, LLC (\$1,500).
- The Solano Yacht Club (\$1,921).
- Kiwanis Club of Suisun City (\$1,000).
- Jane and Wayne Day (\$1,000).
- Cast Iron Grill & Bar (\$500).
- Medic Ambulance (\$500).
- OFFCO Printing (In-kind donation).

There have been numerous donations in denominations of \$20 to \$250 from individual residents. Public awareness of the fundraising effort and subsequent donations are on the rise as more people slowly learn of the Foundation's efforts. In total, the Foundation has raised approximately \$45,000 in pledges and donations to date with additional fundraisers being planned, including an attempt at setting the world record for the largest Zumba class.

The goal was to raise \$80,000 to be able to mount an Independence Day Spectacular similar to the 12-hour celebration that is traditionally presented on the Waterfront. With a much smaller amount of funds available, staff has examined methods of reducing the length and cost elements of the July 4<sup>th</sup> celebration to preserve as much as possible, starting with the signature pyrotechnics shows at dusk.

Working within this budget, staff anticipates daytime to be low-key with families encouraged to bring a picnic down for the day along with their own simple enjoyments (i.e., kites, Frisbees, kayaking, etc.). As with the recent Earth Day, non-profit organizations could set up their own tents to promote their services. The emphasis would be families and community.

Formal, sponsored entertainment, including music, the beer tent and the climax of fireworks, would start at 6:00 pm. Thankfully, we have got a lead for a free band for the night, and a 20% reduced cost on actual fireworks for the same caliber of pyrotechnics that has been presented in the past.

The major cost reductions are realized by starting formal entertainment at 6:00 pm, costs for overtime are reduced for both Police Department and Public Works staff. Because July 4<sup>th</sup> is on a Wednesday this year, adjusting some preparation and clean-up duties to regular workdays on Tuesday and Thursday will also greatly reduce overtime costs associated with the event. We likewise do not anticipate the use of vendors except for the “Beer Garden” (starting at 6:00 pm) and “self-contained food trucks”. Ideally this would limit the crowds. It likewise reduces staff costs for set-up/take-down; supporting coordination, equipment, and supplies that the City has provided in the past for such things as electricity, generators, and dealing with grease.

There are three options for the Council to discuss and consider:

1. Authorize the City Manager to enter into necessary contracts for a scaled-back event using the funds available through the Foundation; or
2. Decline to reinstate the 2012 event, so that efforts can be focused on future years; or
3. Pledge General Fund monies to expand event if additional monies are not raised by the Foundation.

Tied to the above, and as stated in prior meetings, it is staff’s recommendation to not use any funds that are anticipated to be generated from the sale of Safe and Sane Fireworks for the July 2012 event, so that those monies can be planned for 2013, which allows for a sustainable means of funding future July 4<sup>th</sup> events. This in turn allows the Foundation to focus future fundraising efforts on the many other events that the City is no longer in the position to provide.

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**RECOMMENDATION:** It is recommended that the City Council discuss the Independence Day Spectacular for July 4, 2012, and authorize the City Manager to enter necessary contracts for a scaled-back event using the funds available through the Foundation.